

**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, July 18, 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**

**COMMUNICATIONS**

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Reappointment to the Board of Assessment Review, Linda J. Fields
- Resolution No. 2 - Authorizing Budget Modification Request No. 1 for FY 2009 Small Cities Community Development Block Grant
- Resolution No. 3 - Readopting Fiscal Year 2011-12 Tourism Fund Budget
- Resolution No. 4 - Approving Public Benefits Services Agreement Between the City of Watertown and the Jefferson County Historical Society
- Resolution No. 5 - Approving Change Order No. 1 to Agreement Bat-Con, Inc. for Reconstruction of the J.B. Wise Parking Lot
- Resolution No. 6 - Approving Change Order No. 2 to Professional Services Agreement for Interoperable Communications, Blue Wing Services, Inc.
- Resolution No. 7 - Approving an Amendment to the Site Plan for the Construction of an 88,044 Square Foot, 4 Story, 132-Unit Hilton Garden Inn Located at 1290 Arsenal Street, Parcel Numbers 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114

## **ORDINANCES**

- Ordinance No. 1 - An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

## **LOCAL LAW**

## **PUBLIC HEARING**

## **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 13.61 Acre Portion of Parcel No. 13-23-101 From Residence A to Commercial and a 2.485 Acre Non-Zoned Portion of Parcel No. 13-23-102.1 to Commercial

## **STAFF REPORTS**

1. Sales Tax Revenue – June 2011, Yearend Report
2. Bike Auction Results
3. Surplus Vehicle Auction Results
4. Tax Sale Certificate Assignments – ICA Renovations 3, LLC
5. Letter from Brian R. Drappo, Thousand Islands Area Habitat for Humanity

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

## **WORK SESSION**

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, AUGUST 1, 2011.**

Res No. 1

July 11, 2011

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Reappointment to the Board of Assessment Review,  
Linda J. Fields

At the request of the City Council, the attached resolution has been prepared reappointing Linda J. Fields to the Board of Assessment Review. She has agreed to serve a five-year term, such term expiring on September 30, 2016.

# RESOLUTION

Page 1 of 1

Reappointment to the Board of Assessment Review,  
Linda J. Fields

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***

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RESOLVED that the following individual is reappointed to the Board of Assessment Review for a five-year term, such term expiring on September 30, 2016:

Linda J. Fields  
 302 Gale Street  
 P.O. Box 6179  
 Watertown, New York 13601

**Seconded by**

Res No. 2

July 14, 2011

To: The Honorable Mayor and City Council

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

Subject: Authorizing Budget Modification Request No. 1 for FY 2009 Small Cities Community Development Block Grant

The 2009 Community Development Block Grant is funding the Rental Rehabilitation Program. Eleven units are being created on the upper floors of downtown buildings.

As the grant nears its end, the budget lines for each activity have to be adjusted to match the actual costs. The proposal in the attached Budget Modification Form is to shift \$4,352.56 from Administration and \$9,944.14 from Program Delivery to the Rehabilitation and New Construction activity.

The resolution prepared for City Council consideration authorizes the Mayor to sign the Budget Modification Form.

# RESOLUTION

Page 1 of 1

Authorizing Budget Modification Request No. 1 for  
FY 2009 Small Cities Community Development Block  
Grant

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***

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WHEREAS the Grant Agreement with the New York State Housing Trust Fund Corporation represented by the Office of Community Renewal for the City of Watertown’s FY 2009 Small Cities Community Development Block Grant contains budget amounts for each activity, and

WHEREAS a Budget Modification must be approved by the Office of Community Renewal if the budget amounts are to be altered, and

WHEREAS Form 7-1 has been completed showing the shifting of funds from Administration and Program Delivery to Rehab and New Construction, a copy of which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the proposed Budget Modification No. 1 for the FY 2009 Small Cities Community Development Block Grant, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey E. Graham, is hereby authorized and directed to sign the Budget Modification Form on behalf of the City.

**Seconded by**

**FORM 7-1**

**BUDGET MODIFICATION\***

Recipient: City of Watertown

Project #: 1207HR36-09

Modification #: 1

OFFICE USE ONLY	ACTIVITY	OFFICE OF COMMUNITY RENEWAL APPROVED BUDGET			PROPOSED MODIFICATION (+/-)		AFTER MODIFICATION			
							Budget			CDBG
IDIS #	NAME/USE	CDBG	OTHER SOURCES	TOTAL	CDBG	OTHER SOURCES	CDBG	OTHER SOURCES	TOTAL	FUNDS AVAILABLE
	Rehab & New Construction MU	\$330,000.00	\$410,000.00	\$740,000.00	\$14,296.70	\$599,716.00	\$344,296.70	\$1,009,716.00	\$1,354,012.70	\$0.00
	PD Housing Rehabilitation	\$44,000.00	\$16,000.00	\$60,000.00	-\$9,944.14	\$6,000.00	\$34,055.86	\$22,000.00	\$56,055.86	\$0.00
	Administration	\$26,000.00	\$26,000.00	\$52,000.00	-\$4,352.56	\$0.00	\$21,647.44	\$26,000.00	\$47,647.44	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Certification to the best of my knowledge and belief the modification indicated have been duly authorized by the governing body of the applicant.

Signature of Chief Elected Official \_\_\_\_\_ Date \_\_\_\_\_  
 Jeffrey E. Graham \_\_\_\_\_ Mayor \_\_\_\_\_  
 Typed Name of Chief Elected Official \_\_\_\_\_ Title \_\_\_\_\_

<b>For Office Use Only</b>		FMS Budget Modified Date: _____	Initials: _____
Program Staff Review _____ (Update FMS Substages 201/211 & 202/212)			
Approved: _____	Denied: _____	Date: _____ (Update FMS Substage 203/213)	Authorized Signature: _____ Title: _____

\* MODIFICATIONS TO BUDGET ALSO MODIFY SCHEDULE B OF THE NYS CDBG AGREEMENT. BUDGET MODIFICATIONS MUST BE REFLECTED ON ALL FUTURE REQUESTS FOR FUNDS REQUEST FOR FUNDS FORM 1-4A, COLUMN A)

Res No. 3

July 12, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: FY 2011-12 Tourism Fund Budget Re-adoption

On July 5<sup>th</sup> City Council approved an additional \$5,000 appropriation to the Jefferson County Historical Society. The attached resolution re-adopts the FY 2011-12 Tourism Fund Budget to include the increased appropriation for this organization as it was not included in the adopted budget.

The projected ending FY 2010-11 fund balance for the Tourism Fund is \$28,825 of which \$8,900 has been appropriated for the Fiscal Year 2011-12 budget leaving an estimated \$ 19,925 of un-appropriated unreserved fund balance.

**RESOLUTION**

Page 1 of 1

Readopting Fiscal Year 2011-12  
Tourism Fund Budget

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***

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WHEREAS on June 1, 2011 the City Council passed a resolution adopting the Budget for Fiscal Year 2011-12, of which \$237,000 was appropriated for the Tourism Fund, and

WHEREAS on July 5, 2011 City Council approved appropriating an additional \$5,000 to the Jefferson County Historical Society,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby re-adopts the Tourism Fund Budget for Fiscal Year 2011-12 in the total amount of \$242,000 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	<u>\$ 5,000</u>
Total	<u>\$ 5,000</u>

Expenditures

CT 6410.0430 Publicity	<u>\$ 5,000</u>
Total	<u>\$ 5,000</u>

**Seconded by**

Res No. 4

July 14, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Public Benefit Services Agreement,  
Jefferson County Historical Society

On June 22, 2011, Mr. William G. Wood, Executive Director of the Jefferson County Historical Society, sent a letter to my attention requesting consideration for financial support from the Tourism Fund in the amount of \$10,000. This funding would be used to market the facility and exhibits of the Historical Society via media, brochures and posters. The Historical Society has planned museum exhibits, history tours, lectures, private and community events that will be marketed and promoted to draw visitors to the City of Watertown.

Based on discussion regarding this request at the July 5, 2011 City Council meeting, a resolution has been drafted for City Council consideration, along with an Agreement for Public Benefit Services that would allocate \$10,000 in Bed Tax funds for the 2011-12 Fiscal Year. The attached Agreement for Public Benefits Services has the same terms and conditions that were contained in last year's Agreement between the Historical Society and the City.

Approving Public Benefits Services Agreement  
Between the City of Watertown and the Jefferson  
County Historical Society

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

YEA	NAY

WHEREAS the City Council has received a request for funding to support the promotion of the Jefferson County Historical Society, and

WHEREAS the City Council of the City of Watertown desires to appropriate \$10,000 from the FY 2011-12 Tourism Fund to support the Jefferson County Historical Society, and

WHEREAS the Jefferson County Historical Society will expend the funds to market and promote the City of Watertown through the public media, print, radio, television, direct contact and other promotional devices and that this will encourage tourism in the City of Watertown, and

WHEREAS the City of Watertown wishes to enter into an Agreement for Public Benefit Services between the City of Watertown and the Jefferson County Historical Society, a copy of which is attached and made a part of this resolution,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves a Public Benefit Services Agreement between the City of Watertown, New York and the Jefferson County Historical Society, 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 PUBLIC BENEFIT SERVICES**

**BETWEEN**

**THE CITY OF WATERTOWN, NEW YORK**

**and**

**JEFFERSON COUNTY HISTORICAL SOCIETY**

**MARKETING AND PROMOTION OF THE CITY OF WATERTOWN**

This Agreement made by and between the City of Watertown, New York and the Jefferson County Historical Society.

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 Jefferson County Historical Society shall provide the City of Watertown with its services and shall promote and publicize the advantages of the City of Watertown.

Article II. ELIGIBLE ACTIVITIES. Eligible activities for the Jefferson County Historical Society shall include but not be limited to, all public media, print, radio, television, direct contact, event publicity, contests, or other promotional devices. Also, included shall be promotional materials.

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, operating costs 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 Ten Thousand Dollars (\$10,000) 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 Jefferson County Historical Society and the rendering of a verified account and the audit of vouchers submitted by the Historical Society. A verified account shall be submitted to the City on or before June 30, 2012.
- C. The Historical Society understands that City funds may only be used for eligible activities and for services actually performed.

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 \_\_\_\_\_, 2011.

CITY OF WATERTOWN, NEW YORK

By: \_\_\_\_\_  
Mary M. Corriveau, City Manager

JEFFERSON COUNTY HISTORICAL SOCIETY

By: \_\_\_\_\_  
William G. Wood, Executive Director

Res No. 5

July 11, 2011

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Approving Change Order No. 1 to Agreement, Bat-Con, Inc.,  
J.B. Wise Parking Lot Reconstruction

On October 4, 2010, the City Council accepted a bid submitted by Bat-Con, Inc. of Marcellus, New York, for the reconstruction of the J.B. Wise Parking lot per City specifications in the amount of \$2,316,240. Work on the project is underway.

City Engineer Kurt W. Hauk has submitted Change Order No. 1 to this contract in the amount of \$96,235.00. If approved, this will bring the final contract amount to \$2,412,475.00. As shown on the Change Order document, an additional \$32,850 is for an additional 657 LF of sewer lateral pipe, \$12,300 for four drainage structures with frames and grates to facilitate maintenance and cleaning of the pipes, \$14,495 for water and fire services, valves and tees not included in the original bid specifications, and the remaining \$36,590 is for a manhole, three sanitary laterals and 106' of sanitary sewer.

As stated in Mr. Hauk's attached report, there will be another Change Order to codify the actual cost to the project for MGP remediation, which will set the amount of reimbursement sought from National Grid as part of the cost sharing agreement. The final Change Order will balance out all of the over-runs and under-runs at the completion of the project.

The City Council has approved a Bond Ordinance in the amount of \$2,595,000 to support this project. A new Bond Ordinance amending the total project cost and authorizing bonding up to \$2,695,000 has also been prepared for the City Council's consideration. The allocation of costs by fund is detailed in the Bond Ordinance report from City Comptroller James E. Mills.

A resolution approving Change Order No. 1 to the contract with Bat-Con, Inc. for the reconstruction of the J.B. Wise Parking Lot has been prepared for City Council consideration. This approval is subject to the City Council amending the bond ordinance for this project.

**RESOLUTION**

Page 1 of 1

Approving Change Order No. 1 to Agreement  
 Bat-Con, Inc. for Reconstruction of the  
 J.B. Wise Parking Lot

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 October 4, 2010, the City Council of the City of Watertown approved a bid submitted by Bat-Con, Inc. of Marcellus, New York, in the amount of \$2,316,240 for the reconstruction of the J.B. Wise Parking Lot, and

WHEREAS City Engineer Kurt W. Hauk has submitted the Change Order No. 1 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 1 results in an additional charge of \$96,235.00, bringing the contract amount to \$2,412,475.00,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with Bat-Con, Inc., for the reconstruction of the J.B. Wise Parking Lot, in the amount of \$96,235.00, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the approval of this Change Order is subject to the City Council's approval of an amended Bond Ordinance for this project, and

BE IT FURTHER RESOLVED that City Manager Mary M. Corriveau is hereby authorized and directed to execute the Change Order documents on behalf of the City of Watertown.

**Seconded by**

# Change Order

No. 1 \_\_\_\_\_

Date of Issuance: July 5, 2011 Effective Date: \_\_\_\_\_

Project: JB Wise Parking Lot Reconstruction	Owner: City of Watertown, NY	Owner's Contract No.:
Contract: JB Wise Parking Lot Reconstruction		Date of Contract:
Contractor: Bat-Con Construction, Inc., Marcellus, NY		Engineer's Project No.:

**The Contract Documents are modified as follows upon execution of this Change Order:**

Description: The quantity 30 lf on the original Bid Sheets did not reflect the actual quantity on the Plans for item number 3.20.06, 6" PVC Storm Sewer Lateral Pipe. 657 lf additional of item 3.20.06 for \$32850. The addition of 4 drainage structures to allow access to clean and inspect the pipe in the water quality basins for \$12300. The addition of 271' of sanitary sewer main with required services for \$36,590. Addition of Water and fire services not included in the original Bid Sheets for \$14,495.

Attachments: (List documents supporting change): Letter dated June 15, 2000 from Bat-Con, Inc.

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:  
\$ 2,316,240.00 \_\_\_\_\_

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
\$ \_\_\_\_\_

Contract Price prior to this Change Order:  
\$ 2,316,240.00 \_\_\_\_\_

Increase of this Change Order:  
\$ 96235.00 \_\_\_\_\_

Contract Price incorporating this Change Order:  
\$ 2,412,475.00 \_\_\_\_\_

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
Substantial completion (days): \_\_\_\_\_  
Ready for final payment (days): \_\_\_\_\_

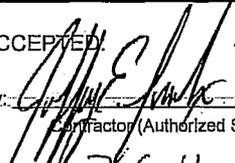
Contract Times prior to this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] of this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

Contract Times with all approved Change Orders:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:  
By: \_\_\_\_\_  
Engineer (Authorized Signature)

ACCEPTED:  
By: \_\_\_\_\_  
Owner (Authorized Signature)

ACCEPTED:  
By:   
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 7-6-11

Approved by Funding Agency (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

# Bat-Con, Inc.

4277 Slate Hill Road  
P.O. Box 155  
Marcellus, New York 13108

Phone (315) 673-2031  
Fax (315) 673-4509

June 15, 2011

City of Watertown  
Department of Engineering  
245 Washington Street, Room 305  
Watertown, New York 13601

Attn: Mr. Thomas Maurer

Re: J.B. Wise Parking Lot Reconstruction Project

Dear Mr. Maurer,

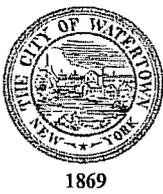
Bat-Con, Inc. would like to request a change order to our J.B. Wise Parking Lot Reconstruction project for the addition of the following extra work performed:

3.20.06	6" PVC Storm Sewer Lateral Pipe	657	LF	at	\$	50.00	=	\$	32,850.00
3.60.00	Concrete Drainage Structures	22.75	VF	at	\$	400.00	=	\$	9,100.00
3.61.00	Drainage Frames & Grates	4	EA	at	\$	800.00	=	\$	3,200.00
.....	Cut in (2) Tees & Valves	1	LS	at	\$	6,395.00	=	\$	6,395.00
.....	(3) Laterals & (1) Manhole	1	LS	at	\$	25,000.00	=	\$	25,000.00
.....	(4) Additional Water Services	1	LS	at	\$	8,100.00	=	\$	8,100.00
.....	(106') Add. Sanitary Sewer & MH	1	LS	at	\$	11,590.00	=	\$	11,590.00
								<u>\$</u>	<u>96,235.00</u>

If you have any questions please do not hesitate to call 315-673-2031.

Sincerely,

Jeffrey D. Crysler,  
Bat-Con, Inc.



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: 11 July 2011

TO: Mary Corriveau, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Change Order #1 to J.B. Wise Parking Lot Reconstruction Project

Enclosed is Change Order #1 for the J.B. Wise Parking Lot Reconstruction Project in the amount of \$96,235.00. The final contract amount will now be \$2,412,475.00, and it represents a 4.2% increase to the cost of the project. The change order is required for four areas in the contract.

1. The change order adds an additional 657 LF to the original 30 LF 6" PVC Storm Sewer Lateral Pipe, Item 3.20.06. This corrects an error in the original bid quantity on the bid sheets at an increased cost of \$32,850 to the General Fund.
2. Four Drainage Structures with Frames and Grates, Items 3.60.00 and 3.61.00 respectively were added at each end of both bio-swales to facilitate maintenance and cleaning of the pipes. These were placed in lieu of risers at an increased cost of \$12,300 to the General Fund.
3. The addition of 2ea Tee's and Valves and 4 additional water services for a cost of \$14,495 to the Water Fund.
4. A manhole, three sanitary laterals and 106' of sanitary sewer were added at a cost of \$36,590 to the Sewer Fund.

The total breakdown by fund is:

\$45,150	General Fund
\$14,495	Water Fund
\$36,590	Sewer Fund

There are two additional change orders anticipated for this project. Change Order #2 will codify the actual cost to the project for MGP remediation. This change order will set the amount of reimbursement sought from National Grid as part of the cost sharing agreement. Change Order #3 will balance out all of the over-runs and under-runs at the completion of the project.

Please prepare a resolution for Council consideration. A copy of Change Order #1 is enclosed. The originals are on file and will be forwarded for signature upon approval.

Res No. 6

July 13, 2011

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Approving Change Order No. 2 to Professional Services Agreement,  
Interoperable Communications Study, Blue Wing Services, Inc.

On August 16, 2010, the City Council accepted a bid submitted by Blue Wing Services, Inc. of St. Paul Minnesota, for the preparation of an Interoperable Communications study in the amount of \$85,940. A Public Safety Interoperable Communications (PSIC) Working Team has been formed and has been working Blue Wing team members on the agreed upon tasks as outlined in the agreement.

On March 7, 2011, City Council approved Change Order No. 1 to this contract in an amount not to exceed \$14,000 to cover an expanded scope to include formulating, creating and evaluating an RFP to procure radio system equipment utilizing the grant monies. This RFP was not created or evaluated due to the deadlines and availability of the needed radio equipment. Fire Chief Dale C. Herman is now requesting to rescind Change Order No. 1.

In its place, Chief Herman is requesting Change Order No. 2 which is a no cost Change Order which adds work items that the existing grant monies will cover the following:

Design			
FCC Licensing	180.5 hours		\$22,652.50
Coverage Testing	138 hours		\$17,820.00
Creation Review Recommendation	112.5 hours		\$14,762.50
Fielding			(\$55,235.00)

In his report attached, Chief Herman gives detailed information on each of these work items and explains that this results in no change to the overall contributions of the City and County to the project. Chief Herman plans to have a final document to be presented at the September City Council Work Session. A resolution for City Council consideration is attached.

# RESOLUTION

Page 1 of 1

Approving Change Order No. 2 to Professional Services Agreement for Interoperable Communications, Blue Wing Services, Inc.

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***

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WHEREAS on August 16, 2010 the City Council of the City of Watertown approved a bid submitted by Blue Wing Services, Inc. of St. Paul Minnesota, in the amount of \$85,940 for an interoperable communications study, and

WHEREAS on March 7, 2011 the City Council of the City of Watertown approved Change Order No. 1 to the Agreement with Blue Wing Services, Inc., in an amount not to exceed \$14,000, and

WHEREAS Fire Chief Dale C. Herman has requested to rescind Change Order No. 1 and approve Change Order No. 2 to that contract for consideration by the City Council, and

WHEREAS Change Order No. 2 results in no additional charges but moves existing grant monies to cover FCC Licensing, Coverage Testing and Creation Review Recommendation,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown rescinds Change Order No, 1 and approves Change Order No. 2 to the contract with Blue Wing Services Inc., which reallocates money from Fielding to Design for an interoperable communications study.

**Seconded by**



# CITY OF WATERTOWN, NEW YORK

## FIRE DEPARTMENT

224 South Massey Street  
Watertown, New York 13601  
(315) 785-7800

Fax: (315) 785-7821

Dale C. Herman, Fire Chief  
dherman@watertown-ny.gov



July 13, 2011

Mrs. Mary Corriveau  
City Manager  
City of Watertown  
245 Washington Street  
Watertown, New York 13601



Dear Mary:

On August 16, 2010, City Council accepted a bid submitted by Blue Wing Services for preparation of an Interoperable Communications Study in the amount of \$85,940. In that agreement, Blue Wing specified hourly rates to be charged for work done by project team members.

During the ensuing months of the project, Blue Wing has not only been working on the agreed upon tasks as outlined in their proposal, but was also assigned additional work that was not forecasted in the original agreement. These additional tasks were, namely: work related to obtaining FCC licenses for UHF spectrum; coverage testing of both UHF and VHF spectrum at additional locations; and the creation, review and recommendation of various specifications for equipment and services by outside vendors.

The City/County working team members are requesting a Change Order #2 be created to move existing grant monies to cover the work listed below:

FCC Licensing	180.5 hours	\$22,652.50
Coverage Testing	138 hours	17,820.00
Creation Review Recommendation	112.5 hours	14,762.50

Examples of the type of work performed by Blue Wing are as follows:

FCC Licenses – Blue Wing team members researched spectrum in both VHF and UHF and recommended UHF as a more viable spectrum for the future. Team members researched and found 5 pairs of frequencies for City use and 10 pair for County use. Currently, through Blue Wings efforts, the City possesses an FCC License for 5 pair of UHF frequencies, and the County has approval for 6 pair and are awaiting additional engineering to determine if the other 4 pair will be approved.

Coverage Testing – Blue Wing team members were requested to return to Watertown and conduct a second round of coverage testing. City team members were disappointed that selected City sites in the first coverage test did not provide expected radio coverage of the City. Blue Wing conducted a second coverage test of City owned buildings and found of all sites tested, the County Office Building had the best performance to provide City radio coverage. The plan will reflect that the County Office Building be the primary transmitter site for City emergency response crews.

CRR – Blue Wing team members created an RFP for tower analysis of transmitter sites throughout the County and made recommendations as to which firm (Mid State) should be hired to do a structural analysis to determine if existing towers could support new equipment to be added. They reviewed state contract equipment listed to be sure items to be purchased meet the capacities needed to ensure a functional radio system, as well as compiling documentation of existing equipment at transmitter sites and developing a plan to replace 6 masts affixed to the County Office Building.

At present, Change Order #2 is a zero cost change to the overall contributions of the City and County to the project, but an authorization to adjust the overall grant budget to represent actual work done. Blue Wing is expecting to have a final document ready to be presented at a Council work session in September.

If you need anything further, please do not hesitate to contact me.

Truly yours,

CITY OF WATERTOWN FIRE DEPARTMENT



Dale C. Herman  
Fire Chief

DCH:cdb

cc: Kurt Hauk, City Engineer



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



July 13, 2011

Mrs. Mary Corriveau  
City Manager  
City of Watertown  
245 Washington Street  
Watertown, New York 13601



Dear Mary:

On March 7, 2011, City Council approved Change Order No. 1 to Professional Services Agreement for Interoperable Communications, Blue Wing Services Inc. This change order was specifically intended to have Blue Wing formulate, create and evaluate an RFP to procure radio system equipment utilizing grant monies through PSIC and Stone Garden. Due to deadlines and the availability of the needed radio equipment on State bid, an RFP was not created or evaluated. It is recommended Change Order No. 1 be rescinded.

Truly yours,

CITY OF WATERTOWN FIRE DEPARTMENT

Dale C. Herman  
Fire Chief

DCH:cdb

cc: Kurt Hauk, City Engineer

Res No. 7

July 18, 2011

To: The Honorable Mayor and City Council

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

Subject: Request for an Amendment to the Site Plan Approval for the construction of an 88,044 square foot, 4 story, 132-unit Hilton Garden Inn located at 1290 Arsenal Street, parcels 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114

A request has been submitted by Patrick Donegan of Millennium Development, LLC for the above subject amendment to site plan approval. The site plan was initially approved on April 19, 2010 with nine conditions. Mr Donegan is requesting that Condition #9 be amended to change the location of the required sidewalk.

The Planning Board reviewed the amendment request at its July 5, 2011 meeting and adopted a motion recommending that the City Council approve the request by altering Condition #9 of the approval and adding a Condition #10, as written in the resolution.

Attached is the report on the site plan amendment request prepared for the Planning Board, along with an excerpt from its minutes. A copy of the original resolution is also attached.

No new action is required to satisfy SEQRA requirements. The resolution prepared for City Council consideration approves the request with the amendments recommended by the Planning Board.

# RESOLUTION

Page 1 of 2

Approving an Amendment to the Site Plan for the Construction of an 88,044 Square Foot, 4 Story, 132-Unit Hilton Garden Inn Located at 1290 Arsenal Street, Parcel Numbers 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114.

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 April 19, 2010 the City Council approved the application made by Ryan Churchill of GYMO, P.C. on behalf of the Patrick Donegan of Millennium Development, for site plan approval of an 88,044 square foot, 4 story, 132-unit Hilton Garden Inn hotel at 1290 Arsenal Street, parcels 8-53-102.001, 8-53-103.100, 8-53-106.100 and 8-53-114, and

WHEREAS said approval included the stipulation that nine specific conditions be met, the ninth of those conditions requiring the construction of a sidewalk along the south margin of the most southerly entrance drive from Western Boulevard, before the issuance of a Certificate of Occupancy, and

WHEREAS Patrick Donegan of Millennium Development has requested that the ninth condition be modified to allow for the construction of that sidewalk on the north margin of the most southerly entrance drive from Western Boulevard, and

WHEREAS the Planning Board of the City of Watertown reviewed this proposed modification at its meeting held on July 5, 2011, and recommended that the City Council of the City of Watertown alter the ninth condition, and add a tenth condition, reading as follows:

9. As part of the site plan for the hotel, the applicant must construct a sidewalk along the north margin of the most southerly entrance drive, from Western Boulevard to the corner north of the AT&T building, prior to the issuance of a Certificate of Occupancy for the building.
10. The applicant must install the following crosswalks: across the most southerly entrance drive where it intersects Western Boulevard, across the north-south drive just southeast of the proposed Five Guys restaurant, and connecting all four corners of the intersection just northwest of the AT&T building.

And,

# RESOLUTION

Page 2 of 2

Approving an Amendment to the Site Plan for the Construction of an 88,044 Square Foot, 4 Story, 132-Unit Hilton Garden Inn Located at 1290 Arsenal Street, Parcel Numbers 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114.

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 this change is of insufficient significance to require a new environmental review pursuant to the State Environmental Quality Review Act,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that the resolution adopted on April 19, 2010, which approved the construction of an 88,044 square foot, 4-story, 132-unit Hilton Garden Inn hotel at 1290 Arsenal Street, is hereby amended such that Condition #9 reads as recommended above, and

BE IT FURTHER RESOLVED that a Condition #10 is hereby added to said resolution of April 19, 2010, reading as recommended 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

June 30, 2011

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

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

Subject: Amendment to Site Plan Approval – Hilton Garden Inn

A site plan was approved by City Council on April 19, 2010 for the construction of the Hilton Garden Inn at City Center Plaza, 1290 Arsenal Street, parcels 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114. Condition #9 in the Council resolution for this approval requires that:

As part of the site plan for the hotel, the applicant must construct a sidewalk along the south side of the first entrance drive from Western Boulevard to the northwest corner of the AT&T building prior to the issuance of a Certificate of Occupancy for the building.

As part of the June 20, 2011 site plan approval for a 2,500 square foot Five Guys restaurant and a 2,500 square foot restaurant/retail building, also at 1290 Arsenal Street, the applicant proposed the construction of a sidewalk along *north* margin of the entrance driveway from Western Boulevard.

Included with the Five Guys application was an overall site plan provided at the request of staff so we could continue to see how each phase fits into the total scheme. We did not notice that a sidewalk was not shown on the south side of the entrance drive, because the overall plan was not being reviewed for approval. Only the one phase was being considered for approval. We were not aware that the applicant expected that the sidewalk shown on the Five Guys site plan would replace the sidewalk included in the Hilton Garden Inn site plan until he mentioned it during the Planning Board meeting. However, the approval of the Five Guys site plan does not change the previous approval for the Hilton Garden Inn.

The reasons for putting the sidewalk on the south side are given in the attached memo from the Engineering Department.

If the applicant's request to have a sidewalk only on the north side is to be granted, Condition #9 referenced above should be replaced by the following:

As part of the site plan for the hotel, the applicant must construct a sidewalk along the north margin of the most southerly entrance drive from Western Boulevard to the corner north of the AT&T building, prior to the issuance of a Certificate of Occupancy for the building.

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



## INTEROFFICE MEMO ENGINEERING DEPARTMENT

DATE: June 29, 2011

TO: Ken Mix, Planning Coordinator

FROM: Justin Wood, Civil Engineer II

SUBJECT: Site Plan Application – Hilton Garden Inn  
VL Arsenal Street  
Parcel Numbers 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-114.000  
Zoning – Planned Development District # 23

---

### Pedestrian Traffic

A majority of pedestrian traffic into the site will be from Arsenal Street. By installing a sidewalk on the south side of the access road, pedestrians will be able to enter into the site from Western Boulevard and from there branch off north or south to the rest of the site at the AT&T building. A south side sidewalk would also provide pedestrians a mid-block crossing to the north, across the access road, to travel to the Five Guys site as well as the future pad sites. The mid-block crossing would be approximately 28' long and cross only two lanes of traffic. A striped crosswalk and appropriate signage should be installed at the mid-block crossing.

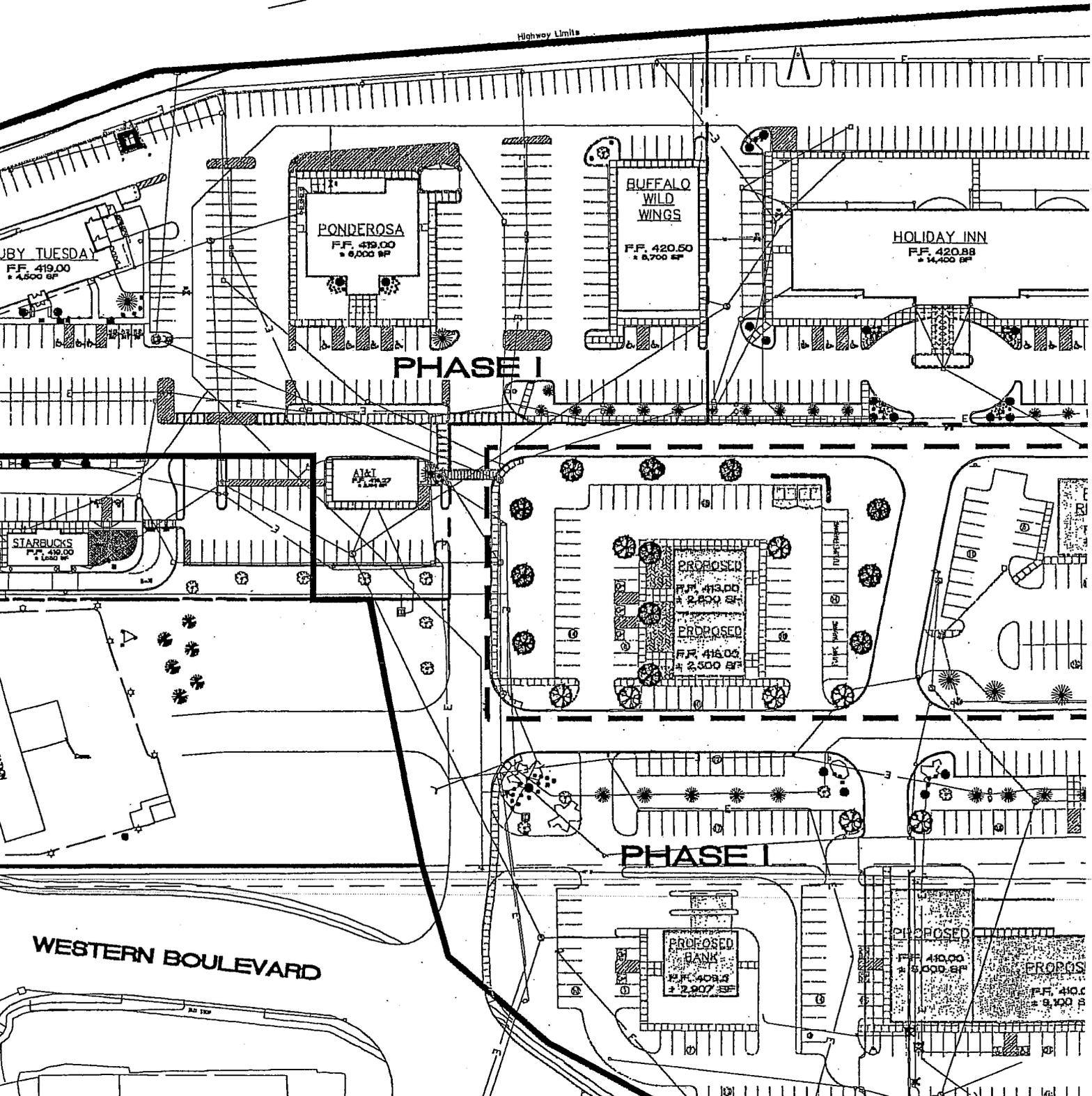
If the sidewalk were shifted to the north side of the access road, pedestrians would be forced to cross a nearly 100' intersection that is heavily trafficked by motor vehicles. The curvature of Western Boulevard and multiple lanes of traffic also increases the risk posed to pedestrians attempting to reach the north side of access road. In addition, it is likely many pedestrians will choose to walk along the southerly curb line of the access road into the site to avoid the intersection and choose to cross mid-block anyway. If the sidewalk is shifted to the north side of the access road, the applicant must install a cross walk along with appropriate signage and coordinate the plans and installation with the NYSDOT.

It is the Engineering Department's recommendation that a sidewalk be constructed on the south side of the access road, at a minimum, to the Mobil Gas Station entrance. This would allow pedestrians a much safer mid-block crossing that is only 28' vs. 100' and reduces the potential for vehicle/pedestrian conflicts. The applicant stated there is a potential for utility conflicts by constructing the sidewalk on the south side of the access road, however, these conflicts should be substantiated before ruling out the feasibility of providing a preferred pedestrian connection into the site.

WESTERN BLVD. ENTRANCE  
AS PROPOSED JUNE 7, 2011

INTERSTATE 81

Highway Limits



PHASE I

PHASE I

WESTERN BOULEVARD

# Patrick M. Donegan, Esq.

Licensed to Practice in NY & FL  
23590 Iroquois Island Shore Rd.  
P.O. Box 802  
Alexandria Bay, New York 13607

Cell: 315-436-6567  
Telephone: 315-482-1008  
Toll Free: 1-877-LeaseNY  
FAX: 315-482-1025

Email: p.donegan@verizon.net

June 28, 2011

Mr. Ken Mix, Planning and Community Development Coordinator  
City of Watertown  
Room 302  
Watertown City Hall  
245 Washington St  
Watertown, NY 13601-3380

RE: Watertown City Center Sidewalk.

Déar Mr. Mix:

Per your guidance I am submitting this letter to you and the City Council to request a modification to the sidewalk we are installing which will connect the Watertown City Center project with Western Blvd. In the original approvals for the Hilton Garden Inn the City desired a sidewalk connecting the development with Western Blvd and at the time it was contemplated to be constructed along the southern side of the most southern entrance to this project. After reviewing the area that was supposed to get this sidewalk it was determined that the best path for a sidewalk connecting the project with Western Blvd was actually the northern side of the southernmost driveway and we adjusted the plans to reflect that when we recently submitted a new comprehensive plan for the pads in between the Holiday Inn Express and Western Blvd, and those plans were recently approved by the City Planning Board and also the City Council. It appears that although this new sidewalk location was shown and approved on the revised plans which were recently approved that I still need to work with the City to amend the approvals for the Hilton Garden Inn as those approvals showed the sidewalk on the south of the driveway and not the north.

It was my understanding that the City's main concern and desire was to have a connector sidewalk which would allow for the project to be connected to the Western Blvd sidewalk which would be accomplished with the sidewalk on the northern side of the driveway in lieu of the southern side of the driveway but because it was written in the original HGI approvals, and because the new approvals for the revised plan that I just received from the City council on June 20<sup>th</sup> did not amend the former approvals for the Hilton Garden Inn it is my understanding that the City Council has to officially bless this



move. This sidewalk will accomplish your goals in a safe and proper manner and it is not possible to build the sidewalk on the south side of the driveway for several reasons.

There are several practical reasons why the sidewalk cannot be constructed on the south side and why it should be built on the north side of the driveway. The reasons are as follows: 1. There is a topographical issue with the eastern portion of the proposed south sidewalk as it has to go through a hill and on the north side it is level (see attached picture), 2. There are several utilities which are in the way of the sidewalk on the south side and there are none on the north side including a National Grid guy wire which is right where the sidewalk is going, TW Cable & Verizon who have buried wire where you would have to dig out the hill to do this sidewalk and there are no issues on the north side of the driveway, 3. A portion of the land needed to build the sidewalk is not owned by me and is partially Mobil and partially the NYSDOT, 4. The bus stop and majority of the businesses and people are on the north side of the project (we are working with Kathy to have a bus shelter installed in front of BWW) and it will allow safer more accessible pedestrian access to all the pads that will be developed between the Holiday Inn Express and Western Blvd such as Five Guys 5. Slopes and topography are more conducive to an ADA accessible sidewalk & 6 Maintenance will be easier on the North side.

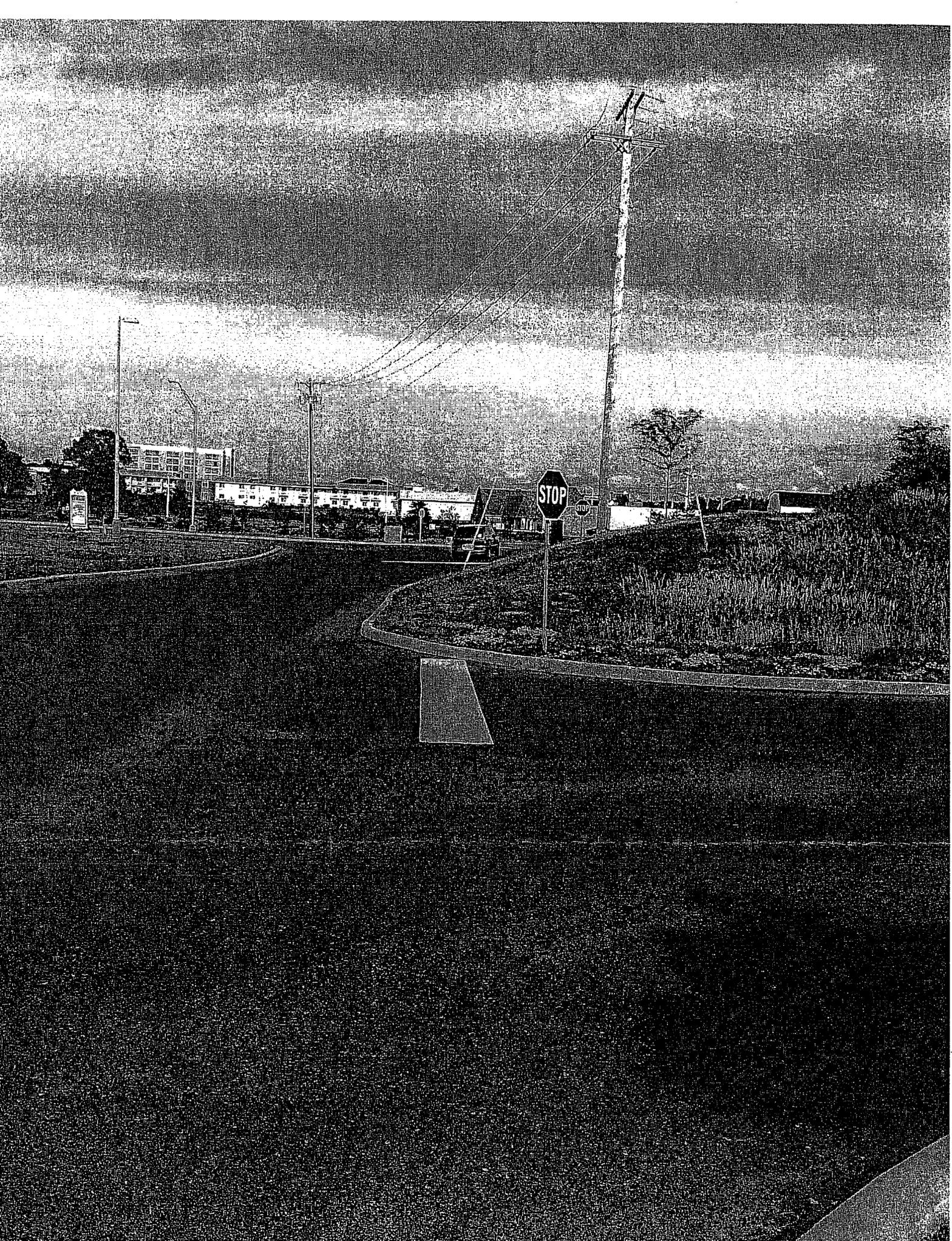
The main goal was to get a safe and nice sidewalk connecting my project to Western Blvd and the sidewalk on the north side of the driveway accomplishes this goal and the south side is just not practical to get this goal accomplished. Thought this matter was resolved when we submitted the revised plans for those pads and that area and those plans were approved, but we need to get the City Council to actually amend the original Hilton Garden Inn approvals to allow this sidewalk on the north side to make it official. Our plan is to start building the sidewalk in the next couple of weeks and I appreciate your time and attention to this matter and if you can please expedite this request it would also be appreciated.

You can contact me with any needs, comments, thoughts or ideas at 1-315-436-6567.

Sincerely,



Patrick M Donegan



EXCERPT FROM PLANNING BOARD'S

7/5/11 MEETING MINUTES

**AMENDMENT OF SITE PLAN APPROVAL – HILTON GARDEN INN  
1290 ARSENAL STREET, PARCELS 8-53-102.001, 8-53-103.100, 8-53-114**

The Board then considered a request submitted by Patrick Donegan of Millennium Development to amend the April 19, 2010 site plan approval of the Hilton Garden Inn, City Center Plaza, on parcels 8-53-102.001, 8-53-103.100, and 8-53-114, located at 1290 Arsenal Street.

Mr. Mix addressed the Board, stating that he had spoken to Mr. Donegan around 2:00 pm, and he was stuck in Syracuse. At that time, Mr. Donegan had requested that the Board refrain from acting on his request if he was not able to attend the meeting.

Mr. Wayte suggested that the Board wait until 4:15 pm, and table the request at that time if Mr. Donegan does not arrive. The Board agreed, and there followed some discussion of the application.

Mr. Donegan arrived at 4:08 pm. He approached the Board and distributed a set of photographs of the area in question. He then explained that his previous engineer had proposed placing the walk along the southern side of the access road, thinking it would be simpler to construct in this location. After further investigation it became apparent that the topography and existing conditions would make it quite difficult. A retaining wall would have to be constructed 7 to 8 feet in from the curb, approval would be required from the NYSDOT to install the sidewalk in their right of way, and approval from National Grid would be required to alter their utility pole.

Mr. Donegan then responded to the concerns raised by Justin Wood of the Engineering Department, stating that moving the crosswalk further west would not offer a significant advantage. He showed, on one of his photographs, that the current crossing distance at Western Boulevard was 67 feet, and further west it was 47 feet—offering only a 20 foot reduction in crossing distance. He noted that many crosswalks in other locations are longer than 67 feet, including at the nearby intersection of Arsenal Street and Western Boulevard.

He finished by explaining that an existing bus stop is located on the north side of the drive which is another reason why the sidewalk on the north side makes more sense. He said that there is also a bus shelter being proposed by Kathy Webster, CitiBus Transit Supervisor, to be located in the same area. He stated it was his belief that the north side sidewalk should satisfy the need for pedestrian access to his development.

~~Mrs. Gervera requested clarification on the location of the sidewalk and~~  
crosswalks near the AT&T building. Mr. Donegan responded by stating that there would be a “box” of crosswalks at the nearby intersection—and that he was willing to paint a crosswalk at the Western Boulevard intersection.

Mr. Wayte asked Mr. Mix if there were any other concerns from Planning or Engineering. Mr. Mix referred Mr. Wayte to the Engineering Department memo included in the application materials. He then pointed out that 20 feet is a significant increase in crossing distance, especially for an un-signalized crossing. He equated the 20 feet to two lanes of traffic. He also noted that Mr. Donegan's other examples were at signalized intersections.

Mr. Harris then moved to recommend that the City Council amend the conditions of approval on their April 19, 2010 resolution approving the site plan for the construction of an 88,044 square foot, 4 story, 132-unit Hilton Garden Inn located at 1290 Arsenal Street, parcel numbers 8-53-102.001, 8-53-103.100, and 8-53-114 as requested by Mr. Donegan, to read as follows:

9. As part of the site plan for the hotel, the applicant must construct a sidewalk along the north margin of the most southerly entrance drive, from Western Boulevard to the corner north of the AT&T building, prior to the issuance of a Certificate of Occupancy for the building.
10. The applicant must install the following crosswalks: across the most southerly entrance drive where it intersects Western Boulevard, across the north-south drive just southeast of the proposed Five Guys restaurant, and connecting all four corners of the intersection just northwest of the AT&T building.

Mrs. Gervera seconded the motion. All voted in favor.

Mr. Harris then moved to adjourn the meeting. Mr. Fipps seconded; all voted in favor. The meeting adjourned at 4:22 pm.

ATN

RESOLUTION

Page 1 of 2

Approving the Site Plan for the Construction of a 88,044 sq. ft., 4 story, 132-unit Hilton Garden Inn Located at 1290 Arsenal Street, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114

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
Council Member BURNS, Roxanne M.	X	
Council Member BUTLER, Joseph M. Jr.	X	
Council Member MACALUSO, Teresa R.	X	
Council Member SMITH, Jeffrey M.	X	
Mayor GRAHAM, Jeffrey E.	X	
Total .....	5	0

*Introduced by*

Council Member Jeffrey M. Smith

WHEREAS Ryan Churchill, Project Engineer of GYMO, P.C., has made an application for site plan approval on behalf of Patrick Donegan of Millennium Development for the construction of an 88,044 square foot, 4 story, 132-unit Hilton Garden Inn hotel at 1290 Arsenal Street, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114, and

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on March 30, 2010, pursuant to General Municipal Law Section 239-m and adopted a motion that the project does not have any significant county-wide or inter-municipal issues and is of local concern only, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meetings held on March 2 and March 18, 2010, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

1. The applicant must provide a copy of all correspondence and submittals with the NYS Department of Health regarding the approval of the water main.
2. The applicant must provide a copy of all correspondence and submittals to NYS DEC for the SPDES permit.
3. The applicant must provide a copy of all correspondence and submittals to NYS DEC for the Wastewater Discharge Permit.
4. The applicant must provide pre and post drainage calculations and drainage area maps.
5. The applicant must provide a copy of all correspondence and submittals to NYS DOT for stormwater approval.
6. The applicant must provide a stamped and signed copy of the Stormwater Pollution and Prevention Plan (SWPPP).
7. The applicant must provide a detailed Erosion & Sediment Control Plan utilizing details provided on sheet C-506.
8. The applicant must forward a copy of their final design plans to the NYS Department of Transportation so that they can evaluate the need for permits and identify the requirements necessary for construction.

# RESOLUTION

Page 2 of 2

Approving the Site Plan for the Construction of a 88,044 sq. ft., 4 story, 132-unit Hilton Garden Inn Located at 1290 Arsenal Street, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114

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

- 9. As part of the site plan for the hotel, the applicant must construct a sidewalk along the south side of the first entrance drive from Western Boulevard to the northwest corner of the AT&T building prior to the issuance of a Certificate of Occupancy for the building.

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 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 Ryan Churchill, Project Engineer of GYMO, P.C., has made an application for site plan approval on behalf of Patrick Donegan of Millennium Development for the construction of an 88,044 square foot, 4 story, 132-unit Hilton Garden Inn hotel at 1290 Arsenal Street, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, and 8-53-114, as shown on the revised site plan submitted to the City Engineer on March 9, 2010, contingent on the applicant meeting conditions recommended by the Planning Board.

Seconded by Council Member Joseph M. Butler Jr.

Ord No. 1

July 12, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Bond Ordinance Amendment – JB Wise Parking Lot Reconstruction

Included in tonight's agenda is a resolution to approve a change order submitted by Bat-Con for the reconstruction of the J.B. Wise parking lot. If the change order with Bat-Con is approved, City Council should also consider the following bond ordinance amendment to fund the increased costs.

Lu Engineers – Design services	\$ 215,405	
Contingency for additional services	<u>11,000</u>	\$ 226,405
Bat-Con – Construction base bid	\$ 2,088,000	
Alternate #1	18,240	
Alternate #3	210,000	
Change order #1	<u>96,235</u>	
		2,412,475
Bonding fees and land acquisition contingency		<u>56,120</u>
Total Estimated Project Cost		<u>\$2,695,000</u>

However, due to the grants that have been awarded to the City for this project and the reimbursements to be received from National Grid for the environmental clean-up costs, the ultimate amount to be borrowed is less based on the following summary.

Total estimated project cost	\$2,695,000
Less: 2005 Environmental Protection Fund grant	(\$ 309,125)
2007 Environmental Protection Fund grant	(\$ 505,000)
National Grid environmental cost reimbursements	<u>(\$ 210,000)</u>
Net Amount to be borrowed	<u>\$ 1,670,875</u>

# ORDINANCE

Page 1 of 5

An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

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

YEA	NAY

### *Introduced by*

\_\_\_\_\_

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on July 18, 2011, at 7:00 o'clock P.M., Prevailing Time.

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

PRESENT:

ABSENT:

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

WHEREAS, by ordinance dated June 18, 2007, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$1,020,000 bonds of said City to pay the cost of the (a) improvements to the J.B. Wise Parking Lot, at an estimated maximum cost of \$620,000, a specific object or purpose, and (b) the replacement of water mains and sanitary sewers and the construction of a storm water drainage system in connection with the making of improvements to the J.B. Wise Parking Lot, a specific object or purpose, at an estimated maximum cost of \$400,000, in and for the City of Watertown, Jefferson County, New York, including, in each instance, incidental expenses in connection therewith, at an estimated maximum cost of \$1,020,000; and

WHEREAS, by ordinance dated October 4, 2010, the Council amended the aforesaid June 18, 2007 ordinance to increase the authorization for improvements to the J.B. Wise Parking Lot from \$1,020,000 to \$2,150,000 and to increase the authorization for the related water and sewer improvements from \$400,000 to \$445,000, for a total estimated maximum cost and bond ordinances of \$2,595,000; and

WHEREAS, the Council now wishes to increase the estimated maximum cost of the

# ORDINANCE

Page 2 of 5

An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

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

YEA	NAY

aforsaid specific object or purpose from \$2,595,000 to \$2,695,000, an increase of \$100,000 over that previously authorized; NOW, THEREFORE,

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

Section A. The title and Sections 1 and 2 of the ordinance of this Council dated and duly adopted June 18, 2007, as amended October 4, 2010, authorizing the issuance of \$2,595,000 bonds to pay the cost of the (a) improvements to the J.B. Wise Parking Lot, at an estimated maximum cost of \$2,150,000, a specific object or purpose, and (b) the replacement of water mains and sanitary sewers and the construction of a storm water drainage system in connection with the making of improvements to the J.B. Wise Parking Lot, a specific object or purpose, at an estimated maximum cost of \$445,000, in and for the City of Watertown, Jefferson County, New York, including, in each instance, incidental expenses in connection therewith, is hereby amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$2,695,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COST OF IMPROVEMENTS TO THE J.B. WISE PARKING LOT, INCLUDING THE REPLACEMENT OF WATER MAINS AND SANITARY SEWERS AND THE CONSTRUCTION OF A STORM WATER DRAINAGE SYSTEM, IN AND FOR SAID CITY.

“ . . . .

“Section 1. To pay the cost of (a) improvements to the J.B. Wise Parking Lot, at an estimated maximum cost of \$2,150,000, a specific object or purpose, and (b) the replacement of water mains and sanitary sewers and the construction of a storm water drainage system in connection with the making of improvements to the J.B. Wise Parking Lot, a specific object or

ORDINANCE

Page 3 of 5

An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

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

Table with 2 columns: YEA, NAY. Rows for each council member and a total row.

purpose, at an estimated maximum cost of \$545,000, in and for the City of Watertown, Jefferson County, New York, and incidental expenses in connection therewith, a specific object or purpose, there are hereby authorized to be issued \$2,695,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific objects or purposes is \$2,695,000 and that the plan for the financing thereof is by the issuance of the \$2,695,000 bonds of said City authorized to be issued pursuant to this bond ordinance."

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

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
(2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
(3) Such obligations are authorized in violation of the provisions of the Constitution.

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This resolution is effective immediately.

Unanimous consent moved by Councilman \_\_\_\_\_, seconded by Councilman \_\_\_\_\_, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

\_\_\_\_\_ VOTING \_\_\_\_\_

ORDINANCE

Page 4 of 5

An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

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

Table with 2 columns: YEA, NAY. Rows for each council member and mayor, plus a total row.

VOTING
VOTING
VOTING
VOTING

The ordinance was thereupon declared duly adopted.
\* \* \*

APPROVED BY THE MAYOR

\_\_\_\_\_, 2011.
Mayor

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

I, the undersigned Clerk of the City of Watertown, Jefferson County, New York, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on July 18, 2011, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

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

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

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

ORDINANCE

Page 5 of 5

An Ordinance Amending the Ordinance Dated June 18, 2007, as Amended October 4, 2010, Authorizing the Issuance of \$2,595,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Improvements to the J.B. Wise Parking Lot, Including the Replacement of Water Mains and Sanitary Sewers and the Construction of a Storm Water Drainage System, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$2,695,000

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

YEA	NAY

Newspaper and/or Other News Media      Date Given

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

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

Designated Location(s) of Posted Noticed      Date of Posting

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July \_\_\_\_\_, 2011.

\_\_\_\_\_  
City Clerk

(CORPORATE  
SEAL)

Laid Over Under the Rules

July 14, 2011

To: The Honorable Mayor and City Council

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

Subject: Approving the Zone Change Request Submitted by Patrick J. Scordo  
Changing the Approved Zoning Classification of a 13.61 Acre Portion of  
Parcel No. 13-23-101 From Residence A to Commercial and a 2.485  
Acre Non-Zoned Portion of Parcel No. 13-23-102.1 to Commercial

The applicant has requested that the decision on this Ordinance continue to be delayed until the first City Council meeting in August. In the meantime, a modified version will be prepared covering only the City owned property and a revised SEQRA resolution will be prepared.

May 16, 2011

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 .....

Table with 2 columns: YEA, NAY. Rows for each council member and a total row.

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
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 .....		

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**

July 14, 2011

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Sales Tax Revenue – June 2011,  
Yearend Report

The City has received the monthly sales tax revenue numbers from Jefferson County. In comparison to June 2010, the June 2011 sales tax numbers are down \$54,887 or -3.21%, actual to actual. In comparison to our original budget projection for the month of June, the sales tax numbers are down \$63,525 or -3.70%.

The year to date actual to actual receipts are up \$783,974 or 5.151%. Year to date budget to actual receipts are up \$707,068 or 4.62%. Year to date revenues for Fiscal Years 2007-2008, 2008-2009, and 2009-2010 are \$15,194,501; \$14,466,732; and \$15,223,095 respectively. Year to date revenues for the current Fiscal Year are \$16,007,069.

The attached spreadsheet shows the detail collections for this year and last year, along with the budgeted numbers. Collections for Fiscal Year's 2007-2008 and 2008-2009 have been added for historical prospective.

The AIM model presented to the City Council in April as part of the Proposed Budget for Fiscal Year 2011-12 projected yearend Sales Tax Revenues to be \$15,985,885 or \$21,184 less than the actual receipts. We had projected the actual to actual revenues for the final quarter of the Fiscal Year to be 2.5% over last year and the actual came in at 2.54% over the final quarter for last year. This means that our projections for Sales Tax in the out years started with a solid base year.

	<u>Actual 2007-08</u>	<u>Actual 2008-09</u>	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,202,556	\$ 1,276,583	\$ 1,054,235	\$ 1,294,030	\$ 239,795	22.75%		
August	\$ 1,150,965	\$ 1,268,437	\$ 1,111,868	\$ 1,250,127	\$ 138,260	12.43%		
September	\$ 1,777,545	\$ 1,529,231	\$ 1,805,736	\$ 1,777,374	\$ (28,362)	-1.57%	349,692	8.80%
October	\$ 1,041,228	\$ 1,103,267	\$ 1,081,394	\$ 1,147,531	\$ 66,137	6.12%		
November	\$ 1,089,851	\$ 1,106,240	\$ 1,056,203	\$ 1,203,035	\$ 146,832	13.90%		
December	\$ 1,554,307	\$ 1,413,485	\$ 1,606,018	\$ 1,681,408	\$ 75,390	4.69%	288,359	7.70%
January	\$ 1,055,815	\$ 1,073,261	\$ 1,103,884	\$ 1,213,794	\$ 109,910	9.96%		
February	\$ 925,894	\$ 843,971	\$ 921,272	\$ 984,089	\$ 62,817	6.82%		
March	\$ 1,591,250	\$ 1,458,063	\$ 1,572,098	\$ 1,445,902	\$ (126,196)	-8.03%	46,531	1.29%
April	\$ 1,044,484	\$ 954,271	\$ 1,121,188	\$ 1,190,708	\$ 69,520	6.20%		
May	\$ 1,070,945	\$ 960,159	\$ 1,079,512	\$ 1,164,270	\$ 84,758	7.85%		
June	\$ 1,689,660	\$ 1,479,763	\$ 1,709,687	\$ 1,654,800	\$ (54,887)	-3.21%	99,392	2.54%
YTD	<u>\$ 15,194,501</u>	<u>\$ 14,466,732</u>	<u>\$ 15,223,095</u>	<u>\$ 16,007,069</u>	<u>\$ 783,974</u>	<u>5.15%</u>		

	<u>Original Budget</u>		<u>Actual 2010-11</u>	<u>Variance</u>	<u>%</u>		
	<u>2010-11</u>						
July	\$ 1,059,561	\$ 1,294,030	\$ 234,469	22.13%			
August	\$ 1,117,485	\$ 1,250,127	\$ 132,643	11.87%			
September	\$ 1,814,859	\$ 1,777,374	\$ (37,485)	-2.07%	329,627	8.26%	
October	\$ 1,086,857	\$ 1,147,531	\$ 60,674	5.58%			
November	\$ 1,061,538	\$ 1,203,035	\$ 141,496	13.33%			
December	\$ 1,614,131	\$ 1,681,408	\$ 67,277	4.17%	269,447	7.16%	
January	\$ 1,109,461	\$ 1,213,794	\$ 104,333	9.40%			
February	\$ 925,926	\$ 984,089	\$ 58,163	6.28%			
March	\$ 1,580,040	\$ 1,445,902	\$ (134,138)	-8.49%	28,358	0.78%	
April	\$ 1,126,852	\$ 1,190,708	\$ 63,856	5.67%			
May	\$ 1,084,966	\$ 1,164,270	\$ 79,304	7.31%			
June	\$ 1,718,325	\$ 1,654,800	\$ (63,525)	-3.70%	79,636	2.03%	
YTD	<u>\$ 15,300,000</u>	<u>\$ 16,007,069</u>	<u>\$ 707,068</u>	<u>4.62%</u>			

July 13, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Bike Auction Results

On June 29<sup>th</sup> the City held an auction of bicycles and miscellaneous items. The results of the auction are as follows:

Bicycles included in auction	60
Bicycles sales	\$265
Miscellaneous items included	18
Miscellaneous item sales	\$357
Total sales	\$612
Number of auction participants	19
Direct cost of auction excluding staff overtime (one advertisement in Watertown Daily Times)	\$144

All bicycles and most miscellaneous items included in the auction were sold.

July 13, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Surplus Vehicle Auction Results

On June 6<sup>th</sup> City Council approved various surplus vehicles listed below be auctioned on-line by Auctions International Inc. The auction closed on June 30<sup>th</sup> with all vehicles receiving the following bids.

2007 Ford Crown Vic	VIN # 2FAHP71W67X154403	\$ 3,050.00
2007 Ford Crown Vic	VIN # 2FAHP71W87X154404	\$ 3,450.00
2007 Ford Crown Vic	VIN # 2FAHP71WX7X154405	\$ 3,050.00
2000 Ford E450 w/Coach	VIN # 1FDXE45F8YHA75915	\$ 1,500.00 *
2005 Ford E450 w/Coach	VIN # 1FDXE45PX6HA25765	\$ 7,100.01
1994 Ford 250 Pickup Truck	VIN # 2FTHF26H3RCA16287	\$ 1,550.00

( \* ) The high bid was \$1,525 but the bidder did not pay so the second highest bidder is being contacted by Auctions International to see if they are still interested at their bid amount of \$1,500.

July 12, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Tax Sale Certificate Assignments – ICA Renovations 3, LLC

During the City Council meeting of July 5<sup>th</sup> City Council discussed seeking the assignment of tax sale certificates held by ICA Renovations 3, LLC for parcels owned by the Masonic Hall and MGNH. ICA Renovations has informed me that it is interested in assigning its certificates to the City for the amount it has invested thus far in the certificates excluding the interest it would have earned to date if the tax sale certificate were redeemed. The following are the amounts that ICA Renovations has invested in the certificates.

<u>Masonic Hall – 242 Washington Street</u>	
Original June 2009 tax sale certificate	\$ 5,327.18
2009-10 City tax	2,330.05
2009-10 School tax	2,752.73
2010 County tax	<u>2,043.76</u>
Total	\$12,453.72

<u>MGNH – 218 Stone Street</u>	
Original June 2010 tax sale certificate	<u>\$ 37,500.23</u>
Total	\$ 37,500.23

ICA Renovations also holds the June 2009 tax sale certificate for 1 Boyd Place for which it is willing to assign to the City at no cost as it does not wish to accept a tax deed to the parcel. Shawn McWayne, Code Enforcement Supervisor, has requested the City obtain this tax sale certificate due to the deteriorating condition of the house. The current owner of the house, Michelle Beebee, has not addressed the issues identified by Code Enforcement. As the property is privately held, court approval would be necessary to demolish the structure as it would remain under the ownership of the current owner. If the City accepts the assignment it can immediately issue itself a tax deed to the property as the two year redemption has passed. Code Enforcement could then proceed with the demolition of the structure without seeking court approval as it will be City owned. ICA Renovations has \$1,764.40 invested in the tax sale certificate. The City does hold the June 2011 tax sale certificate auctioned for this parcel due to ICA Renovations non-payment of the 2010-11 school tax and 2011 County tax.

June 29, 2011

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Request for Tax Sale Certificate Assignments

The City held its annual tax certificate auction on Friday, June 24th. At the auction ICA Renovations LLC was the successful bidder on 36 tax sale certificates totaling \$ 51,441 excluding the excess amounts it paid to acquire some of its certificates. The City was the default bidder on numerous tax sale certificates some of which are listed below. ICA Renovations LLC is requesting to be assigned these City tax sale certificates.

It should be noted that of the 196 tax sale certificates auctioned on Friday 48 were included in the auction due to ICA Renovations LLC not paying a current fiscal year tax on a parcel for which it held a current tax sale certificate from the June 2009 or June 2010 tax sale certificate auctions. The amount of outstanding taxes related to these 48 parcels was \$267,605.

If City Council wishes to assign these tax sale certificates to ICA Renovations LLC a resolution will be prepared for the July 18<sup>th</sup> agenda to assign the tax sale certificates to ICA Renovations at the amount of the certificates and 2011-12 City taxes with appropriate interest.

Parcel Number	Property Address	Property Owner	Tax Sale Certificate Amount	2011-12 City Tax Amount
12-04-119.000	626 Academy St	Deborah Barbara	\$ 1,514.91	\$ 793.62
09-14-107.000	148 Duffy St	Theodore Beutel	\$ 2,102.20	\$ 726.37
03-03-423.000	525 Mundy St	William Bonner	\$ 689.27	\$ 627.24
01-16-209.000	514 Frontenac St	Deanna Burgenstock	\$ 883.89	\$ 716.81
01-20-212.000	VL Superior St	Paul Carpenter II	\$ 153.41	\$ 93.11
01-20-213.000	1005 Superior St	Paul Carpenter II	\$ 716.79	\$ 654.67
04-26-209.000	911 Water St	Lawrence Danza	\$ 423.52	\$ 362.34
11-05-103.000	205 Winslow St	Scott Emerson	\$ 2,306.78	\$ 1,073.90
05-01-315.000	131 Michigan Ave	Armand Hall	\$ 1,955.09	\$ 675.26
		TOTAL	\$ 10,745.86	\$ 5,723.32





Thousand Islands Area

**Habitat**  
for Humanity®



Of Northern NY INC.

*Building  
houses,  
building  
hope*

Mary Corriveau  
City Manager  
City Of Watertown, NY  
245 Washington St., Rm 302

Mrs. Corriveau,

The City of Watertown has been a major supporter of the Thousand Islands Area Habitat for Humanity and we would like to say "Thank you" once again. With your support we have been able to assist families in obtaining homes they may never otherwise be able to afford. At the same time develop property that some may not have developed on.

We again ask for your support. As part of donated property provided by the city, we are currently constructing a house at 126 West Lynde St. This is a single family house for the Shear family. We are asking for the City to waive the connection fees associated with water and sewer service.

The house will use a house floor plan which we have used on many occasions. The approximate assessed value of the house is approximately \$130,000.

We welcome yourself, or any of the city council to visit the sites if they desire or contact myself if you have any questions.

Additionally, we like to ask if the city may have any current property that they may like to discuss donating to our affiliate for future construction. We are seeking property for our 2012 construction season.

Thank you,

Brian R Drappo  
Building Committee Chairman  
315-783-8657

PO Box 31  
Watertown, NY 13601-0031  
315-785-0308  
[www.tiahabitat.org](http://www.tiahabitat.org)