

**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 21, 2014, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Authorizing the Sale of Surplus Vehicles
- Resolution No. 2 - Accepting Bid for Sodium Hypochlorite, Slack Chemical Company Inc.
- Resolution No. 3- Accepting Bid for Sodium Bisulfate Solution, Amrex Chemical Company Inc.
- Resolution No. 4 - Approving Change Order No. 1 to Arch Street Arch Repair, Bette & Cring, Inc.
- Resolution No. 5 - Adopting the City of Watertown's Community Development Block Grant (CDBG) Program Consolidated Plan for Program Years 2014-2015 and Annual Action Plan for Program Year 2014
- Resolution No. 6 - Approving Proposal for Engineering Services For Elevated Water Storage Tank at Thompson Park, Conestoga-Rovers & Associates
- Resolution No. 7 - Accepting Bid for Hydro Plant Cable Replacement Project, Lawman Heating and Cooling, Inc.

Resolution No. 8 - Finding That Changing the Approved Zoning Classification of 127 Winslow Street from Residence C to Limited Business Will Not Have a Significant Impact on the Environment

ORDINANCES

Ordinance No. 1 - Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

LOCAL LAW

PUBLIC HEARING

7:30 p.m. Resolution Authorizing Spending From Capital Reserve Fund

7:30 p.m. Ordinance Changing the Approved Zoning Classification of 127 Winslow Street, Parcel 11-05-208, from Residence C to Limited Business District

OLD BUSINESS

STAFF REPORTS

1. Sales Tax Revenue – June 2014
2. Sale of Hydro-electric power – FY 2013-14
3. Request for Abate – 1104 Huntington Street

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, AUGUST 4, 2014.

Res No. 1

July 9, 2014

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Authorizing the Sale of Surplus Vehicles

City of Watertown has surplus vehicles that are either no longer useful or beyond repair and therefore no longer of value.

As stated in the attached report of Purchasing Manager Pastuf, the vehicles on the list are located at the City Police Department and could be sold through Auctions International's online website.

A resolution is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Authorizing the Sale of Surplus Vehicles

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

Total

YEA	NAY

Introduced by

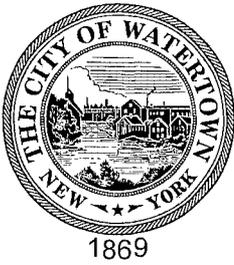
WHEREAS the City of Watertown has accumulated surplus vehicles at the City Police Department, the listing of which is attached and made a part of this resolution, and

WHEREAS these items may have some value best determined by on-line auction, and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by on-line auction, of surplus vehicles from the City Police Department, and

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

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Surplus Sale of Vehicles and Equipment
DATE: 7/3/2014

The Purchasing Department is requesting City Council's permission to auction surplus vehicles and equipment from the City Police Department through the Auctions International on-line website. The Department has determined that the vehicles on the attached list are either no longer useful or beyond repair and therefore no longer of value to the City. The units are "black and whites" and all police insignia have been removed. This request is for the City Council to authorize the Purchasing Department to accept the highest offer at time of sale provided the offer meets or exceeds the estimated scrap value.

Thank you for your consideration in this matter.

Enclosure

SURPLUS VEHICLES/EQUIPMENT

The following vehicles/items are surplus to the City's needs. These pieces are located at the City Police Department.

DESCRIPTION	VIN
2008 Dodge Charger, mileage 96,249	2B3LA43G78H245140
2008 Dodge Charger, mileage 106,958	2B3LA43G08H245139

Res Nos. 2 and 3

July 14, 2014

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Accepting Bid for Purchase of Disinfection Chemicals for the Waste Water Treatment Plant, Amrex Chemical Company Inc. and Slack Chemical Company Inc.

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the purchase of the City's 2014-2015 fiscal year requirements for Sodium Hypochlorite and Sodium Bisulfite Solution for use by the Waste Water Treatment Plant, per specifications.

Invitations to bid were issued to ten (10) prospective bidders, with five (5) bids being received that were publicly opened and read in the Purchasing Department on Wednesday, July 2, 2014 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bids received and it is her recommendation that the award be issued to Amrex Chemical Company Inc. for the Sodium Hypochlorite and to Slack Chemical Company Inc. for the Sodium Bisulfite Solution as the lowest qualifying bidders meeting City specifications, as follows:

Description	Amrex Chemical Company, Inc.		Slack Chemical Company, Inc.	
	2014-2015	2015-2016	2014-2015	2015-2016
	Unit Price	Unit Price	Unit Price	Unit Price
Sodium Hypochlorite	\$0.94	\$0.94	\$0.79	No Bid
Sodium Bisulfite Solution	\$1.59	\$1.59	\$1.598	No Bid

Details of the other bids received are included in Ms. Pastuf's attached report.

Resolutions have been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Sodium Hypochlorite, Slack Chemical Company Inc.

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

YEA	NAY

Introduced by

Total

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of Sodium Hypochlorite for use at the City’s Waste Water Treatment Plant for the City’s 2014-2015 fiscal year requirements, and

WHEREAS invitations to bid were issued to ten (10) bidders, with a total of five (5) sealed bids submitted to the City Purchasing Department, and

WHEREAS on Wednesday, July 2, 2014 at 11:00 a.m. in the City’s Purchasing Department, the bid was publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bid, and it is her recommendation that the City Council accept the bid from Slack Chemical Company Inc. as detailed below:

Description	Slack Chemical Company, Inc.	
	2014-2015	2015-2016
	Unit Price	Unit Price
Sodium Hypochlorite	\$0.79	No Bid

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid submitted by Slack Chemical Company Inc., as detailed above, as being the lowest qualifying bidder meeting City specifications, for the purchase of Sodium Hypochlorite for use at the City’s Waste Water Treatment Plant.

Seconded by

RESOLUTION

Page 1 of 1

Accepting Bid for Sodium Bisulfate Solution,
Amrex Chemical Company Inc.

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

YEA	NAY

Introduced by

Total

WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of Sodium Bisulfate Solution for use at the City’s Waste Water Treatment Plant, for the City’s 2014-2015 fiscal year requirements, and

WHEREAS invitations to bid were issued to ten (10) bidders, with a total of five (5) sealed bids submitted to the City Purchasing Department, and

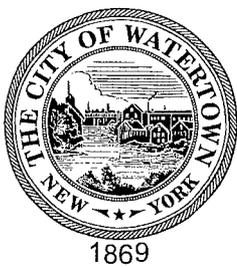
WHEREAS on Wednesday, July 2, 2014 at 11:00 a.m. in the City’s Purchasing Department, the bid was publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bid, and it is her recommendation that the City Council accept the bid from Amrex Chemical Company Inc. as detailed below:

Description	Amrex Chemical Company, Inc.	
	2014-2015	2015-2016
	Unit Price	Unit Price
Sodium Bisulfite Solution	\$1.59	\$1.59

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid submitted by Amrex Chemical Company Inc. as detailed above, as being the lowest qualifying bidder meeting City specifications, for the purchase of Sodium Bisulfate Solution for use at the City’s Waste Water Treatment Plant.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601-3380
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 Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
 Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2014-13 – Disinfection Chemicals for Waste Water Treatment Plant
DATE: 7/11/2014

The City's Purchasing Department advertised in the Watertown Daily Times on June 7, 2014 calling for sealed bids for the purchase of Disinfection Chemicals for use by the Waste Water Treatment Plant as per City specifications. Invitations to bid were issued to ten (10) prospective bidders and five (5) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on July 2, 2014 at 11:00 am, local time. The bid tabulation is shown below:

Description	Amrex Chemical Company, Inc.		Holland Company, Inc.		PVS Technologies, Inc.		Slack Chemical Company, Inc.		Thatcher Company	
	2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016
	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
Sodium Hypochlorite	\$0.94	\$0.94	No Bid	No Bid	No Bid	No Bid	\$0.79	No Bid	No Bid	No Bid
Sodium Bisulfite Solution	\$1.59	\$1.59	\$1.65	\$1.65	\$1.67	\$1.75	\$1.598	No Bid	\$1.79	No Bid

It is recommended that the Disinfection Chemicals for use by the Waste Water Treatment Plant be awarded as above shown to Slack Chemical Company, Inc. for the Sodium Hypochlorite and Amrex Chemical Company, Inc. for the Sodium Bisulfite Solution. If there are any questions concerning this recommendation, please contact me at your convenience.

Res No. 4

July 15, 2014

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Change Order No. 1 for Arch Street Arch Repair,
Bette & Cring, Inc.

On April 21, 2014, City Council accepted the bid submitted by Bette & Cring, Inc. for repair of the Arch Street Arch in the amount of \$194,000.

Bette & Cring, Inc. has submitted Change Order No. 1 for this project in the amount of \$4,060 for required work due to the severe deterioration of the concrete cap of the arch stones. As detailed in City Engineer Kurt Hauk's attached report, this work eliminates the parging of the concrete cap and added a thicker shotcrete course.

This brings the final contract amount to \$198,060. Funding for this project is provided through the Consolidated Local Street and Highway Improvement Program (CHIPs).

A Resolution is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Change Order No. 1 to Arch Street Arch Repair, Bette & Cring, Inc.

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

YEA	NAY

Introduced by

WHEREAS on April 21, 2014, the City Council of the City of Watertown approved a bid submitted by Bette & Cring, Inc. in the amount of \$194,000 for repair of the Arch Street Arch, and

WHEREAS Bette & Cring, Inc. has now submitted Change Order No. 1 in the amount of \$4,060 for additional work required on the concrete cap of the arch stones, bringing the total contract amount to \$198,060,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 1 to the contract with Bette & Cring, Inc., a copy of which is attached and made part of this resolution, bringing the total to \$198,060 for repair of the Arch Street Arch, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison 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: June 6, 2014 Effective Date: _____

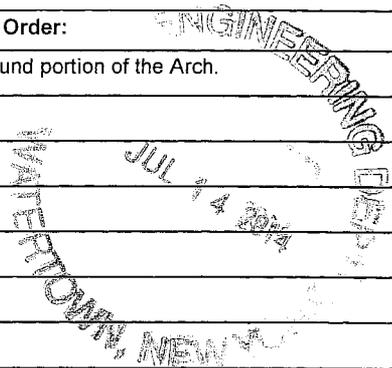
Project: Arch Street Arch Repair	Owner: City of Watertown	Owner's Contract No.:
Contract: Arch Street Arch Repair		Date of Contract: June 13, 2014
Contractor: Bette & Cring, LLC		Engineer's Project No.:

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

Description: Add reinforcement, additional shot-crete and eliminate parging the underground portion of the Arch.

Attachments: (List documents supporting change):

Correspondence dated June 6, 2014. Attached.



CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:

\$194,000.00

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. _____:

\$ _____

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): _____

Ready for final payment (days): _____

Contract Price prior to this Change Order:

\$ _____

Contract Times prior to this Change Order:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Increase of this Change Order:

\$4,060.00

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Price incorporating this Change Order:

\$198,060.00

Contract Times with all approved Change Orders:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (Authorized Signature)

By: _____
Owner (Authorized Signature)

By:
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: 7/11/14

Approved by Funding Agency (if applicable): _____

Date: _____

From: Porter, Robert
To: Maurer, Thomas
Subject: Arch Street Bridge Change
Date: Friday, June 06, 2014 3:55:26 PM

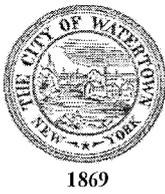
Tom as discussed following is the cost for changes at the Bridge as follows:

- 1.) Added 4x4x4 gage mesh furnished and installed on supporting chairs to reinforce arch
 - 2.) Added waterproofing admixture to the shot-crete mix.
 - 3.) Added 1 ½# of micro-fiber reinforcing to the mix per cubic yard
 - 4.) Added testing of the shot-crete
 - 5.) Eliminated the parging of the dome top
 - 6.) Increased the thickness of the shotcrete to 3" minimum.
 - 7.) Revised cost is based upon utilizing up to 30CY of shot-crete
- Overall cost change would be an add of \$4,060

Robert Porter
Project Manager
Bette & Cring, LLC
Phone 315-782-0074



rporter@bettecring.com



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 15 July 2014

TO: Sharon Addison, City Manager

FROM: Kurt Hauk, City Engineer

SUBJECT: Change Order #1 Arch Street Arch Repair

Enclosed is a copy of Change Order #1 for the Arch Street Arch Repair Project for the amount of \$4,060.00. This will bring the final contract amount for the General Construction contract to \$198,060.00. This change order is required due to the severe deterioration of the concrete cap of the arch stones. The change eliminates the parging of the concrete cap and added a thicker shotcrete course.

The project is funded under CHIPS.

Work on the project is substantially complete.

Please prepare a resolution approving the change order for City Council consideration.

Cc:

Gene Hayes, Superintendent of Public Works
Jim Mills, Comptroller

Res No. 5

July 16, 2014

To: The Honorable Mayor and City Council

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

Subject: Adopting the City of Watertown's Community Development Block Grant (CDBG) Program Consolidated Plan for Program Years 2014-2015 and Annual Action Plan for Program Year 2014

A Consolidated Plan must be submitted to the U.S. Department of Housing and Urban Development (HUD) by August 16, 2014, if the City of Watertown is to receive Community Development Block Grant funding for Program Year (PY) 2014, which runs from July 1, 2014 to June 30, 2015.

An introduction to the entitlement program was given to the City Council at its Work Session on January 13, 2014. An in-depth proposal for PY 2014 was presented by staff at the April 28, 2014 Work Session.

Based upon the Work Session conversations and extensive consultation outreach to local organizations and agencies, a plan was drafted using HUD's new electronic template.

The required 30 day comment period was started on June 13. Copies of the plan were sent to Council Members on June 16.

A resolution has been drafted for City Council consideration that adopts the Consolidated Plan and Annual Action Plan and authorizes their submission to HUD. The resolution includes the budget allocation described in the draft plan.

On July 15, 2014, the Council discussed eliminating sidewalks from the program. If the Council wishes to do so, the money will have to be reallocated to another program or project that meets HUD regulations. This can be done now by amending the resolution or as a program amendment submitted to HUD at a later date.

Since last week's meeting, staff has reviewed the HUD guidelines and contacted our HUD representative to determine whether or not we can structure a sidewalk program using CDBG funds that mimics the City's current special assessment program (i.e., all property owners pay the same amount). The regulations won't allow it.

RESOLUTION

Page 1 of 2

Adopting the City of Watertown's
Community Development Block
Grant (CDBG) Program Consolidated
Plan for Program Years 2014-2015
and Annual Action Plan for Program
Year 2014

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

Total

YEA	NAY

Introduced by

WHEREAS on August 5, 2013, the City Council adopted a resolution authorizing the City of Watertown to become an Entitlement Grantee under the rules and regulations of the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant Program, and

WHEREAS, as an Entitlement Grantee, the City must adopt a Consolidated Plan and Annual Action Plan(s) for its Housing and Community Development Program, and

WHEREAS the Consolidated Plan and Annual Action Plan have to be developed with community input and citizen participation, and

WHEREAS Staff conducted outreach efforts with local constituency groups and the City Council held a public hearing on April 7, 2014 to solicit public comments regarding the development of funding priorities and projects to be included in the plans, and

WHEREAS drafts of the Program Year 2014-15 Consolidated Plan and Program Year 2014 Annual Action Plan were completed and published on June 13, 2014, and

WHEREAS the draft plans were made available to the public for review and placed in various offices at City Hall, at the Roswell P. Flower Memorial Library, at the Watertown Housing Authority offices and on the City's website, and

WHEREAS a 30-day public comment period for the plans was held between June 14, 2014 and July 13, 2014 after a notice of the comment period was published in the *Watertown Daily Times*,

RESOLUTION

Page 2 of 2

Adopting the City of Watertown's
Community Development Block
Grant (CDBG) Program Consolidated
Plan for Program Years 2014-2015
and Annual Action Plan for Program
Year 2014

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

YEA	NAY

NOW THEREFORE BE IT RESOLVED that the City Council hereby adopts and authorizes the submission to HUD of the City of Watertown's Community Development Block Grant (CDBG) Program Consolidated Plan for Program Years 2014-2015 and the Annual Action Plan for Program Year 2014, which allocates the CDBG funds as follows:

Rental Rehabilitation Program	\$226,000
Maple Court Apartments	\$200,000
Blight Removal Program	\$100,000
Sidewalk Program	\$100,000
Street Tree Program	\$ 7,000
Points North Housing Coalition	\$ 13,200
Planning & Administration	<u>\$149,973</u>
Total	\$796,173

Seconded by

Res No. 6

July 15, 2014

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Proposal for Engineering Services for Elevated Water Storage Tank at Thompson Park Rehabilitation, Conestoga-Rovers & Associates

In this fiscal year, we budgeted \$1,005,000 for work on the Elevated Thompson Park Water Tank Rehabilitation Project. As stated in Water Superintendent Michael Sligar's attached report, Conestoga-Rovers and Associates have previously inspected the tank and recommends rehabilitating the existing structure.

Attached for Council consideration is a resolution and CRA's Proposal for Engineering Services in the amount of \$108,400. As per General Municipal Law, professional services do not need to be bid. We will, however, bid the construction project.

Approval of this resolution is contingent upon the approval of the Bond Ordinance to fund the project.

RESOLUTION

Page 1 of 1

Approving Proposal for Engineering Services
For Elevated Water Storage Tank at Thompson Park,
Conestoga-Rovers & Associates

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

YEA	NAY

Introduced by

WHEREAS the Elevated Water Storage Tank at Thompson Park is scheduled to be repaired and rehabilitated in the 2014-15 fiscal year, and

WHEREAS the City of Watertown wishes to contract for engineering services in connection with the rehabilitation project, and

WHEREAS the Proposal for Engineering Services with Conestoga-Rovers & Associates would provide these services for the amount of \$108,400,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Proposal for Engineering Services with Conestoga-Rovers & Associates, a copy of which is attached and made part of this resolution, to provide these services for the amount of \$108,400, and

BE IT FURTHER RESOLVED that the approval of this resolutions is contingent upon the City Council's approval of a bond ordinance in the amount of \$1,005,000 to cover the expenses associated with this project, and

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

Seconded by



**CONESTOGA-ROVERS
& ASSOCIATES**

109 South Warren Street, Suite 220, Syracuse, NY 13202
Telephone: (315) 233-4270 Fax: (315) 425-4050
<http://www.craworld.com>

January 23, 2014

Reference No. 630957

Michael J. Sligar
Water Superintendent
City of Watertown
City Municipal Building
245 Washington Street, Suite 202
Watertown, New York 13601

Dear Mr. Sligar:

Re: Proposal for Engineering Services
Thompson Park Water Storage Tank Rehabilitation

At the request of the City of Watertown (City), CRA Infrastructure & Engineering, Inc. (CRA) is pleased to submit this proposal to provide professional engineering services for the design, bidding and construction phase services for rehabilitation of the Thompson Park Water Storage Tank (Tank). This proposal is based upon the Tank inspection and condition assessment as well as the alternative evaluations that were performed by CRA in 2012 and 2013 respectively.

PROJECT UNDERSTANDING

The work of this project includes the implementation of selected rehabilitation alternatives identified in the Thompson Park Water Storage Tank Evaluation Report dated March 2013, prepared by CRA. The rehabilitation options that will be implemented include a full exterior recoating and a two-coat system for interior recoating. This work includes the following components:

- Repair of the Tank exterior including: concrete ring wall, caulking, new doors and column vents
- Recoating of the Tank exterior and fluted column
- Installation and removal of a rigid encapsulation system during construction to control lead, cadmium and chromium dust from the removal of the existing exterior tank coating by abrasive blasting methods
- Repair of the Tank interior including: replacement of the interior ladder, pit filling, spot welding pits and spot cleaning and recoating of the interior column
- Removal of the interior coating system and application of a two-coat system to the Tank interior
- Installation of a cathodic protection system for the Tank interior

During the completion of this project, specific attention will be paid to the materials of concern associated with the existing Tank exterior coating system, which include lead, cadmium and chromium.

Equal
Employment Opportunity
Employer



**CONESTOGA-ROVERS
& ASSOCIATES**

January 23, 2014

2

Reference No. 630957

The contract documents will require the Contractor to obtain the services of a third party to provide independent sampling and testing of the surrounding environment and to conduct air quality monitoring during activities of concern.

This project will include design, bidding and construction phase services necessary to complete the rehabilitation of the Tank as detailed below.

SCOPE OF SERVICES

Based upon the rehabilitation options selected by the City, CRA proposes the following scope of services to complete this project. Our scope and proposed fee are based on the following tasks:

- Task 1 – Design Services
- Task 2 – Bidding Assistance
- Task 3 – Construction Administration
- Task 4 – Resident Inspection

The construction phase services are based upon an anticipated construction period of 12 weeks (60 business days) of fulltime Resident Inspection.

Task 1 – Design Services

During the Design Services Task, CRA will prepare contract documents (drawing and specifications) suitable for public bidding, which detail the required improvements, including material and installation requirements for the interior and exterior coating systems, rigid Class 'A' encapsulation system, and the miscellaneous repairs identified. The design will rehabilitate the condition of the Tank in accordance with regulatory requirements and allow it to be placed back into service with a renewed service life. A sequence of construction specification will also be included in the contract documents and will define staging and coordination of work with the City's operations; this specification will also limit the period of time the Tank is out of service. The contract drawings will be developed based on the original Tank fabrication and construction drawings that CRA obtained from Chicago Bridge and Iron during the previous inspection phase of the project. Our services under Task 1 will include:

1. CRA will initiate a project kick-off meeting to establish lines of communication for the project team and to discuss the proposed project schedule for completion of the project and anticipated milestone dates for deliverables. Appropriate members of the CRA project team will be in attendance at this meeting. Meeting minutes will be prepared by CRA and distributed to the City.
2. Obtain existing Tank data, drawings, and utility information necessary for the preparation of construction drawings and specifications associated with the design of the Tank improvements.
3. Prepare design drawings (drawings, details, notes), specifications, and contract documents for bidding purposes. The drawings will be computer generated in Auto Cad format (latest version).



January 23, 2014

3

Reference No. 630957

4. Coordinate with regulatory agencies and prepare regulatory permit applications, as required, for obtaining local, county, and state approvals associated with the design and construction. The design will comply with the American Water Works Association Standards, Ten States Standards for Water Works and other applicable standards.
5. Obtain Prevailing Wage Rate Schedules from the New York State Department of Labor for inclusion in the contract documents.
6. Furnish up to six (6) sets of the draft contract documents to the City at approximately 90 percent complete for review and comment, and hold a review meeting to discuss progress and receive the City's comments. The City's design input and comments will be incorporated prior to submittal to regulatory agencies for review and approval. CRA will distribute meeting minutes to the project team members. It is assumed that the City's front end documents will be utilized by CRA in the development of the contract documents.
7. Prepare an Engineer's estimate for the project based upon the final drawings and specifications.

Task 2 – Bidding Assistance

We recommend bidding the work under one general contract. Our services under Task 2 will include:

1. Furnish and distribute up to twenty (20) sets of contract documents for bidding and construction purposes.
2. Assist the City to secure bids and provide a list of potential bidders.
3. Assist the City with advertisement for bids. CRA will prepare the notice of advertisement(s) for publication in the required newspapers.
4. Respond to bidders' questions, issue addenda (as necessary for design clarification), and tabulate and analyze bid results.
5. Provide recommendation for award of the construction contract, which assumes the project will consist of a single contract.

Task 3 – Construction Administration

Under this task, CRA will provide the following services:

1. Schedule and conduct a pre-construction meeting, and prepare and distribute meeting minutes to all involved parties.
2. Review and approve contractor submittals for material and equipment to be used on the project as well as a construction schedule for compliance with the contract documents.



January 23, 2014

4

Reference No. 630957

3. Conduct bi-weekly progress meetings to review project progress, schedule, and costs (for the duration of the construction contract), and prepare and distribute meeting minutes to all involved parties.
4. Review and make recommendations to the City for construction progress payment requests, and generate a summary and continuation sheet consistent with construction contract proposal (excludes supplemental funding agency forms and procedures).
5. Review and make recommendations to the City for payment of any change order requests by the contractor, generate summary and execution sheet detailing proposed change(s) (excludes supplemental funding agency forms and procedures).
6. Conduct visits to the project site during construction by either the Construction Manager or Project Manager, as required.
7. As necessary, provide general consultation, advice, and problem resolution during construction.
8. Interpret contract documents and resolve unanticipated field issues as necessary.
9. Provide two sets of prints and one CD (AutoCAD format or compatible version) of record drawings of the completed work.
10. Coordinate and/or submit required documentation to the regulatory agencies.

Task 4 - Resident Inspection

A full-time Resident Inspector will be assigned during the periods of active construction for this project. Resident Inspection effort is based on the following:

1. Active on-site construction duration is estimated to be 12 weeks (@ 40 hours per week).
2. Document the contractor's daily work progress.
3. Confirm that work is being performed according to the final contract documents.
4. Review and clarify contractor questions.
5. Make recommendations for field adjustments to the work.
6. Assist with coordination between each contract and verify that the sequence of construction is properly followed, as required.
7. Obtain measurements and quantities for contractor payments.
8. Obtain measurements and prepare record documents.
9. Complete final inspection and generate a project punch list for the project prior to final acceptance of the work.



**CONESTOGA-ROVERS
& ASSOCIATES**

January 23, 2014

5

Reference No. 630957

PROJECT SCHEDULE AND FEE

We are prepared to begin work on this project immediately upon receipt of written authorization. It is anticipated that the contract documents will be completed and available for advertisement in the Spring of 2014 to allow for bidding and construction during the Fall of 2014.

CRA proposes to complete the above scope of services on a not-to-exceed basis as detailed below:

Task 1 - Design Services	\$ 45,400 (Lump Sum)
Task 2 - Bidding Assistance	\$ 5,300 (Lump Sum)
Task 3 - Construction Administration	\$ 21,700 (Hourly)
Task 4 - Resident Inspection	\$ 36,000 (Hourly)

TOTAL \$ 108,400

Should this proposal meet with your approval, please sign the attached Standard Terms and Conditions and return a copy of this document to us for our files.

We appreciate the opportunity to submit this proposal to the City of Watertown. If you have any questions or comments, please do not hesitate to contact me at (315) 233-4270.

Yours truly,

CRA INFRASTRUCTURE
& ENGINEERING, INC.

Eric T. Haslam, P.E.
Project Manager

ETH/aab/Sligar-004
Attachment

cc: Kurt Hauk, P.E. - City of Watertown Engineering Department
Robert P. Lannon, P.E. - CRA

STANDARD TERMS FOR PROFESSIONAL SERVICES

CRA INFRASTRUCTURE & ENGINEERING, INC. ("CRA") and CLIENT (as set out below) agree that any professional services performed by CRA for CLIENT, relating to the scope of work, will be on the following standard terms:

- 1/23/14 ETH
1. ~~Invoices for services rendered will be issued monthly payable on receipt. Amounts due will be increased at the rate of 1 1/2 percent per month after 30 days. CRA reserves the right, without penalty, to discontinue services in the event of non-payment of undisputed amounts.~~
 2. CRA maintains statutory workers compensation insurance, and professional, pollution, general, auto, and employers liability insurance which CRA deems adequate. Certificates of insurance shall be provided on request.
 3. CRA's services are solely for CLIENT's benefit and may not be relied upon by any third party without CRA's express written consent. Any use, change, or distribution of Work Product without the written consent of CRA shall be at CLIENT's risk and will not give rise to liability of CRA.
 4. CRA shall perform its professional services in the manner consistent with the level of care and skill ordinarily exercised by other professional firms acting under similar circumstances and at similar times. CRA makes no other warranty, implied or expressed.
 5. CRA shall indemnify and hold harmless CLIENT for its services to the extent CRA's neglect or willful misconduct causes liability for the CLIENT. Neither party shall be liable for any consequential loss, injury or damages suffered by the other party, including but not limited to loss of use, earnings, and business interruption.
 6. To the maximum extent permitted by law, CRA's liability and that of its employees, agents, directors, officers, and subcontractors to CLIENT due to any negligent acts, errors or omissions, shall not exceed \$1,000,000, except as to damages resulting from the gross negligence or willful misconduct of CRA.
 7. CLIENT acknowledges that the pre-existing presence, if any, of pollutants, and other potentially hazardous conditions at the project site were not caused by or are not the responsibility of CRA, and that this contractual arrangement does not transfer any legal responsibilities for such conditions to CRA.

These Terms and Conditions are hereby accepted this ____ day of ____, 201__.

CLIENT SIGNATURE:

Name of Company: City of Watertown

Per: _____

Title: _____

I have authority to bind the Corporation



2014 Fee Schedule

Principals: \$175.00 - \$200.00

Associates: \$155.00 - \$180.00

Specialist: \$160.00 - \$200.00

Engineers:

- ◆ Level A \$105.00
- ◆ Level B \$115.00
- ◆ Level C \$125.00 - \$145.00
- ◆ Level D \$150.00 - \$160.00
- ◆ Level E \$165.00 - \$175.00

Geologists/Hydrogeologists:

- ◆ Level A \$105.00
- ◆ Level B \$115.00
- ◆ Level C \$125.00 - \$145.00
- ◆ Level D \$150.00 - \$160.00
- ◆ Level E \$165.00 - \$175.00

Environmental Chemists/Scientists/Planners:

- ◆ Level A \$100.00
- ◆ Level B \$110.00
- ◆ Level C \$120.00 - \$130.00
- ◆ Level D \$140.00 - \$150.00
- ◆ Level E \$165.00 - \$175.00

Industrial Hygienists/Safety Professionals:

- ◆ Level A \$100.00
- ◆ Level B \$110.00
- ◆ Level C \$120.00 - \$130.00
- ◆ Level D \$140.00 - \$150.00
- ◆ Level E \$165.00 - \$175.00

Information Technologists:

- ◆ Level A \$100.00
- ◆ Level B \$110.00
- ◆ Level C \$120.00 - \$130.00
- ◆ Level D \$140.00 - \$150.00
- ◆ Level E \$165.00 - \$175.00

Database Analysts:

- ◆ Level A \$85.00
- ◆ Level B \$95.00
- ◆ Level C \$110.00 - \$130.00
- ◆ Level D \$140.00 - \$160.00
- ◆ Level E \$165.00 - \$175.00

Technicians/Technologists:

- ◆ Level A \$75.00
- ◆ Level B \$90.00
- ◆ Level C \$105.00
- ◆ Level D \$115.00 - \$135.00
- ◆ Level E \$145.00 - \$155.00

Draft/CADD:

- ◆ Level A \$70.00
- ◆ Level B \$80.00
- ◆ Level C \$90.00
- ◆ Level D \$100.00
- ◆ Level E \$110.00

Technical Apprentices: \$75.00 - \$85.00

Administrative Support: \$60.00



Michael J. Sligar
Superintendent

Julie Bailey
Principal Account Clerk

Water Department City of Watertown, New York

**Municipal Building, Suite 202
245 Washington Street
Watertown, New York 13601**

Phone: (315) 785-7757
Fax: (315) 785-7738
Email: msligar@watertown-ny.gov

Aaron T. Harvill
Chief Plant Operator
Water Treatment

R. Mark Crandall
Chief Plant Operator
Wastewater Trmt

Kevin Patchen
Supervisor
Water Distribution

Date: July 15, 2014
To: Sharon Addison, City Manager
From: Michael J. Sligar, Superintendent of Water
Subject: **250,000 Elevated Water Storage Tank at Thompson Park**

The elevated water storage tank at Thompson Park was completed in 1978 by the Chicago Bridge & Iron Company. Twenty two years later on July 25, 2000 an inspection was conducted of the interior and the exterior of the tank. That inspection revealed that corrosion existed to the interior of the tank, and it was recommended that the interior protective coating be removed and replaced. Further, to a lesser degree some degradation was also evident on the tank's exterior prompting that it be recoated. While files indicate that in subsequent years updated quotes for inspections were sought, nothing was ever done.



The rehabilitation of the elevated storage tank is in the currently approved capital budget for \$1,005,000.

On September 12, 2012, an inspection was conducted by Conestoga – Rovers & Associates (CRA). This latter inspection reveals advanced deterioration to the steel of the tank's interior and spot corrosion to the tank's exterior steel, as well as calking and some concrete foundation degradation. It is now recommended that the entire protective coating to the interior of the tank be cleaned to "white metal" by the use of blast cleaning

abrasives, appropriately fill all pits caused by spalled metals by applying appropriate pit filling materials, and re-coat the entire interior of the tank with an appropriate protective system. Cathodic protection for the interior is also recommended. Further, the exterior steel where points of corrosion exist must likewise be cleaned, repaired and recoated. CRA estimates the project now at \$913,100. This incorporates the complete abrasion removal of the exterior coating followed with the appropriate recoating.

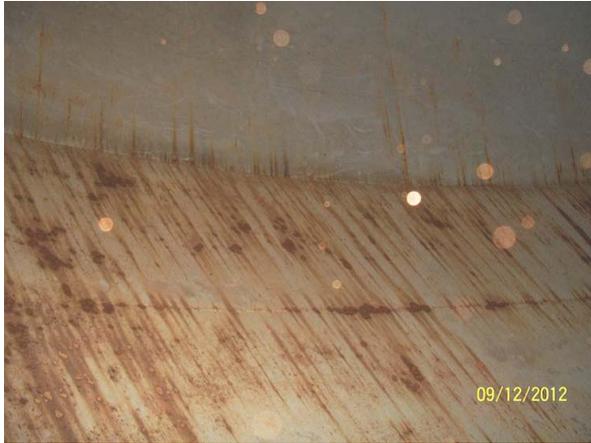


Figure 1: Typical corrosion interior of Tank where vertical skin attaches to tapered skin.



Figure 2: Interior of Tank Vessel and Outside of Dry Riser Tube.



Figure 3: Underside of Vessel Roof Support Beam.



Figure 4: Interior of Tank Vessel at base of Dry Riser Tube with attached ladder.

As evidenced in the figures above, corrosion is widespread on the Tank's interior, but not beyond the ability to sand blast to a white metal surface, restore the lost sections of metal and reestablish a protective coating.

Following the inspection, CRA was further tasked to conduct an evaluation of alternatives. This evaluation determined that it was more cost effective to rehabilitate the existing structure rather than replacing it with a new structure.

The project remains “on track” to be completed this construction season (during the Fall after summer vacations are over and the Thompson Park activities have somewhat decreased). Tasks remaining to be accomplished by the consultant Conestoga-Rovers & Associates (CRA):

Task 1 – Design Services	\$45,400	
Task 2 – Bidding Assistance	\$ 5,300	
Task 3 – Construction Administration	\$21,700	
Task 4 – Resident Inspection	<u>\$36,000</u>	<u>Total \$108,400</u>

The rehabilitation work itself is estimated to cost \$913,100.

It is recommended that the attached Proposal for Engineering Services for be approved by City Council.

FISCAL YEAR 2014-2015
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 THOMPSON PARK WATER TANK

PROJECT DESCRIPTION	COST
<p>Thompson Park Water Tank Rehabilitation:</p> <p>The elevated water tank in Thompson Park was constructed in 1976 to replace an open standpipe that had originally served the water storage needs in the park. In addition to the park proper, the zoo, and the golf club, the current tank also serves five residences, a church, and the new Hospice acute care facility, all located on upper Gotham Street. In July of 2000, an internal inspection of the tank indicated that there were some signs of degradation of the interior coating material, some minor rusting on the walls and floor, and minor surface rusting on the steel roof struts. The city water supply is not terribly corrosive, but the movement of ice on the water surface can be abrasive. The exterior coating of the tank has also become oxidized in the past few years and there are signs of minor rusting at some of the external welded seams.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2015-16 debt service of \$102,175.</p>	<p>\$1,005,000</p>
TOTAL	\$1,005,000

Res No. 7

July 16, 2014

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Accepting Bid for Purchase of Hydro Plant Transformer Cable Replacement Project, Lawman Heating and Cooling, Inc.

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the Hydro Plant Cable Replacement Project, per specifications. The project includes supplying all labor, materials, and equipment to perform the replacement of the Hydro Plant Cables that run to and from the external transformer at the Hydro Plant.

Bid specifications were sent to three (3) contractors and were filed with the Northern New York and Syracuse Builders Exchange and the Dodge Reports, with three (3) bids being received that were publicly opened and read in the Purchasing Department on Monday, July 14, 2014 at 11:00 a.m.

City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Engineering Department, and it is their recommendation that the award be issued to Lawman Heating and Cooling, Inc. as the lowest qualifying bidder meeting City specifications, at \$107,000.

Details of the other bids received are included in Ms. Pastuf's attached report.

A Resolution has been prepared for City Council consideration. Funding to support this project was included in the 2014-2015 Capital Budget from the City's Capital Reserve Fund in the amount of \$140,000. City Council will be able to vote on this resolution after the public hearing is held to authorize spending from the Capital Reserve Fund.

RESOLUTION

Page 1 of 1

Accepting Bid for Hydro Plant Cable Replacement Project, Lawman Heating and Cooling, Inc.

Introduced by

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for the Hydro Plant Cable Replacement Project, per specifications, and

WHEREAS bid specifications were sent to three (3) contractors and were filed with the Northern New York and Syracuse Builders Exchange and the Dodge Reports, with three (3) bids being received, and

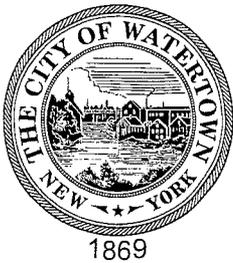
WHEREAS on Monday, July 14, 2014 at 11:00 am in the City’s Purchasing Department, the bids were publicly opened and read, and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids with the Engineering Department, and it is their recommendation that the City Council accept the bid from Lawman Heating and Cooling. Inc. as the lowest qualifying bidder,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid submitted by Lawman Heating and Cooling, Inc. in the amount of \$107,000, as being the lowest qualifying bidder meeting City specifications, for the Hydro Plant Cable Replacement Project, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute all contracts associated with implementing the award to Lawman Heating and Cooling, Inc.

Seconded by



CITY OF WATERTOWN, NEW YORK

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

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2014-14 – Hydro Plant Cable Replacement Project – Bid Recommendation
DATE: 7/16/2014

The City's Purchasing Department advertised in the Watertown Daily Times on June 26, 2014 calling for sealed bids for the Hydro Plant Cable Replacement Project. The successful company will be required to supply all labor, materials, and equipment to perform the replacement of the Hydro Plant Cables that run to and from the external transformer at the Hydro Plant as per City Specifications.

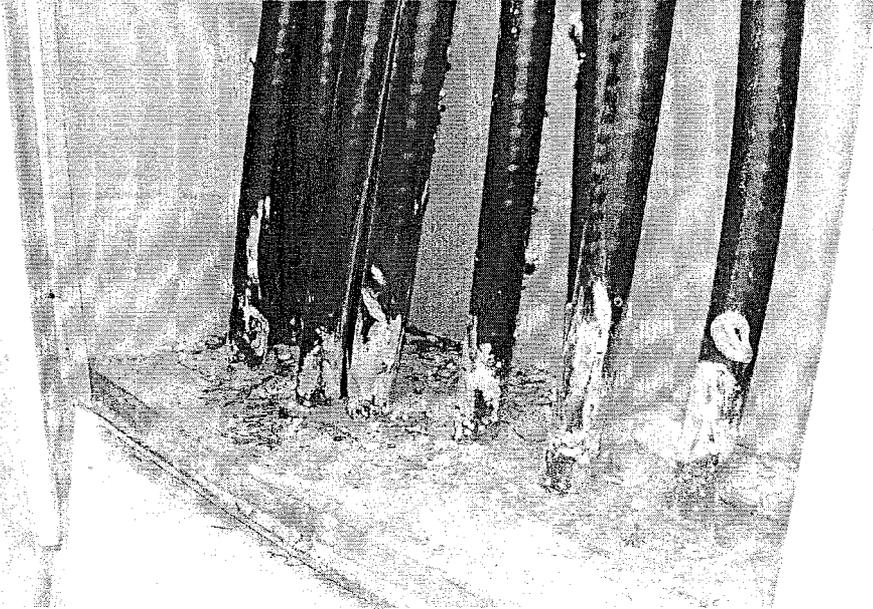
Bid Specifications were sent to three (3) contractors. Bid Specifications were filed with the Northern New York and Syracuse Builders Exchange and the Dodge Reports. Three (3) sealed bids were submitted to the Purchasing Department. The sealed bids were publicly opened and read on Monday, July 14, 2014 at 11:00 am, local time. The bid tally is provided below:

Description	Dow Electric, Inc.	HMT, Inc.	Lawman Heating and Cooling, Inc.
	Total Price	Total Price	Total Price
Hydro Plant Cable Replacement Project	\$109,500.00	\$136,870.00	\$107,000.00

The bids were reviewed by Engineering Department and the Purchasing Department to ensure that they complied with the required specifications. It is recommended that we accept the bid proposal from Lawman Heating and Cooling, Inc for a bid total of \$107,000.00.

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

FISCAL YEAR 2014-2015
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 HYDRO-ELECTRIC FACILITY

PROJECT DESCRIPTION	COST
<p>Transformer Cable Replacements:</p> <p>The City's Hydro Electrical Plant has lost all of the redundancy in the Transformer Cable system because of cable failure. If any more cables fail we would be unable to use the corresponding generators for power production. It will be almost impossible to not damage the remaining functioning cables, when replacing the damaged cables, because they were encased in concrete to close to each other. This is why we recommend replacing all cables at one time. At this time the Water Department recommends the replacement of the nine cables that currently run from the Hydro Generation Plant to the exterior transformer. The Water Department also recommends the replacement of the three Service Station Transformer Cables that run from the external transformer to the plants internal transformer, to power the plant.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$140,000</p>
TOTAL	\$140,000

Res No. 8

July 15, 2014

To: The Honorable Mayor and City Council

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

Subject: Finding That Changing the Approved Zoning Classification of 127 Winslow Street from Residence C to Limited Business Will Not Have a Significant Impact on the Environment

At its July 1, 2014 meeting, the City Planning Board defeated a motion recommending that the City Council change the zoning classification of 127 Winslow Street, parcel 11-05-208.000, from Residence C to Limited Business District. The Council has scheduled a public hearing on the request for Monday, July 21, 2014 at 7:30 PM.

The City Council must complete Part II, and Part III if necessary, of the Environmental Assessment Form and adopt the attached resolution before it may vote on the Zone Change Ordinance. The resolution states that the proposed zone change will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Changing the Approved Zoning Classification of 127 Winslow Street from Residence C to Limited Business Will Not Have a Significant Impact on the Environment

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

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it a proposed Ordinance changing the approved zoning classification of 127 Winslow Street, parcel 11-05-208.000, from Residence C to Limited Business, and

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

WHEREAS the approval of the zone change would constitute such an “Action,” and

WHEREAS the City Council has determined that changing the zoning classification of this property is an Unlisted Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change will have a significant impact on the environment, Part I of a Short Environmental Assessment Form has been prepared, a copy of which is attached and made part of this Resolution,

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

1. Based upon its examination of the Short 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 will not have a significant impact on the environment.

July 21, 2014

RESOLUTION

Page 2 of 2

Finding That Changing the Approved Zoning Classification of 127 Winslow Street from Residence C to Limited Business Will Not Have a Significant Impact on the Environment

- Council Member BURNS, Roxanne M.
- Council Member BUTLER, Joseph M. Jr.
- Council Member JENNINGS, Stephen A.
- Council Member MACALUSO, Teresa R.
- Mayor GRAHAM, Jeffrey E.

Total

YEA	NAY

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

617.20
Appendix B
Short Environmental Assessment Form

RECEIVED
JUN 20 2011

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project: <i>Dr Schneberger</i> <i>Zoning Change from RES C to Limited Business</i>			
Project Location (describe, and attach a location map): <i>127 Winslow St</i>			
Brief Description of Proposed Action: <i>Change zoning to Limited Business to permit a professional other than dentist or doctor.</i>			
Name of Applicant or Sponsor: <i>Dr Schneberger</i>		Telephone: <i>786 3990</i>	E-Mail: <i>gschnee@twcny.rr.com</i>
Address: <i>127 Winslow St</i>			
City/PO: <i>Watertown</i>		State: <i>NY</i>	Zip Code: <i>13601</i>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO <input checked="" type="checkbox"/>
			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

<p>5. Is the proposed action,</p> <p>a. A permitted use under the zoning regulations?</p> <p>b. Consistent with the adopted comprehensive plan?</p>	<p>NO</p> <input type="checkbox"/> <input type="checkbox"/>	<p>YES</p> <input type="checkbox"/> <input type="checkbox"/>	<p>N/A</p> <input type="checkbox"/> <input type="checkbox"/>
<p>6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?</p>	<p>NO</p> <input type="checkbox"/>	<p>YES</p> <input checked="" type="checkbox"/>	
<p>7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____</p>	<p>NO</p> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/>	
<p>8. a. Will the proposed action result in a substantial increase in traffic above present levels?</p> <p>b. Are public transportation service(s) available at or near the site of the proposed action?</p> <p>c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?</p>	<p>NO</p> <input checked="" type="checkbox"/> <input type="checkbox"/>	<p>YES</p> <input type="checkbox"/> <input checked="" type="checkbox"/>	
<p>9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____</p>	<p>NO</p> <input type="checkbox"/>	<p>YES</p> <input checked="" type="checkbox"/>	
<p>10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____</p>	<p>NO</p> <input type="checkbox"/>	<p>YES</p> <input checked="" type="checkbox"/>	
<p>11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____</p>	<p>NO</p> <input type="checkbox"/>	<p>YES</p> <input checked="" type="checkbox"/>	
<p>12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?</p>	<p>NO</p> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/> <input type="checkbox"/>	
<p>13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____</p>	<p>NO</p> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/> <input type="checkbox"/>	
<p>14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:</p> <p><input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional</p> <p><input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban</p>			
<p>15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?</p>	<p>NO</p> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/>	
<p>16. Is the project site located in the 100 year flood plain?</p>	<p>NO</p> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/>	
<p>17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,</p> <p>a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</p> <p>b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____</p>	<p>NO</p> <input checked="" type="checkbox"/>	<p>YES</p> <input type="checkbox"/>	

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor name: _____		Date: _____
Signature: _____		

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3. For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

Ord No. 1

July 16, 2014

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance – Thompson Park Water Tank Rehabilitation

Included in the Fiscal Year 2014-15 Capital Budget was the project to rehabilitate the elevated water tank in Thompson Park at an estimated cost of \$1,005,000.

Included in tonight's agenda is a resolution to approve a professional services agreement with Conestoga – Rovers & Associates (CRA) in the amount of \$108,400. If that agreement was approved, City Council must also approve the following bond ordinance to provide financing for the project.

A summary of the project's estimated costs are as follows:

Conestoga – Rovers & Associates	
– Design, bidding, construction and inspection services	\$ 108,400
Estimated construction cost and bonding fees	<u>896,600</u>
	<u>\$ 1,005,000</u>

ORDINANCE

Page 1 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

Council Member BURNS, Roxanne M.
Council Member BUTLER, Joseph M. Jr.
Council Member JENNINGS, Stephen A.
Council Member MACALUSO, Teresa R.
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 21, 2014, 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 _____, who moved its adoption, seconded by _____, to wit:

WHEREAS, it appears necessary to rehabilitate the Thompson Park Water Tank to address interior coating degradation, external coating oxidation and internal and external rusting, which is a Type II Action within the meaning of the State Environmental Quality Review Act and requires no environmental review thereunder; and

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

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

Section 1. For the specific object or purpose of paying the cost of the rehabilitation of the Thompson Park Water Tank, including work to address interior coating degradation, external coating oxidation and internal and external rusting, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$1,005,000 bonds of said City pursuant to the provisions of the Local Finance Law.

ORDINANCE

Page 2 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

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

Total

YEA	NAY

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$1,005,000 and that the plan for the financing thereof is by the issuance of the \$1,005,000 bonds of said City authorized to be issued pursuant to this bond ordinance.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is forty years, pursuant to subdivision one of paragraph a of Section 11.00 of the Local Finance Law.

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

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

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

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any

ORDINANCE

Page 3 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

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

Total

YEA	NAY

order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the application of the purchase money.

Section 8. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the City Comptroller. Such notes shall be of such terms, form and contents as may be prescribed by said City Comptroller consistent with the provisions of the Local Finance Law.

Section 9. The City Comptroller is hereby further authorized, at his or her sole discretion, to execute a project financing agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the specific object or purpose described in Section 1 hereof, or a portion thereof, by a bond, and, or note issue of said City in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 10. The intent of this resolution is to give the City Comptroller sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid bonds and, or notes, without resorting to further action of the City Comptroller.

Section 11. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of its City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for

ORDINANCE

Page 4 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

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

Total

YEA	NAY

mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by Section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 12. 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 resolution 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 13. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150 2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 14. This ordinance, which takes effect immediately, 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.

Unanimous consent moved by _____, seconded by _____, with all voting "AYE".

ORDINANCE

Page 5 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

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

Total

YEA	NAY

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

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

The ordinance was thereupon declared duly adopted.

* * * * *

APPROVED BY THE MAYOR

_____, 2014.

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 ____, 2014, 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.

ORDINANCE

Page 6 of 6

Authorizing the Issuance of \$1,005,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Rehabilitation of the Thompson Park Water Tank, In and For Said City

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

Total

YEA	NAY

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

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

Newspaper and/or other news media Date given

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

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

Designated Location(s) of Posted Notice 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 _____, 2014.

City Clerk

(CORPORATE SEAL)

Public Hearing – 7:30 p.m.

July 15, 2014

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Spending of Funds from the Capital Reserve Fund

The City Council scheduled a Public Hearing at 7:30 p.m. to allow public comment on funds being spent from the Capital Reserve Fund.

The City transferred \$3,100,000 into a Capital Reserve Fund in FY 2012-13 due to the acceptance of the City to a proposal from the State to change the timing of the State AIM payments. Included in the Fiscal Year 2014-15 Capital Budget and General Fund Budget was the following equipment purchases that were to be funded from the Capital Reserve Fund.

DPW Roads Dump Truck	\$ 140,000
Hydro-electric Facility Transformer Cable Replacements	<u>140,000</u>
Total	<u>\$ 280,000</u>

FY 2012-13 appropriated \$1,240,000 from the Capital Reserve Fund and FY 2014-15 appropriated \$280,000 leaving a balance of \$1,580,000 which has been included as a funding source in the City's multi-year financial and capital plans contained in the FY 2014-15 adopted budgets.

RESOLUTION

Page 1 of 1

Authorizing Spending
From Capital Reserve Fund

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

Total

YEA	NAY

Introduced by

Council Member Stephen A. Jennings

WHEREAS on June 19, 2006, the City Council approved establishing a Capital Reserve Fund pursuant to Section 6-c of the General Municipal Law to finance future capital improvements, and

WHEREAS the Adopted 2014-15 Capital Fund Budget and General Fund Budget included the following projects and equipment purchases: DPW dump truck (\$140,000) and hydro-electric facility transformer cable replacements (\$140,000) and

WHEREAS the City Council desired to fund these projects and equipment purchases from the Capital Reserve Fund, and

WHEREAS on Monday, July 21, 2014 at 7:30 p.m., the City Council of the City of Watertown held a public hearing to discuss the expenditure of funds from this capital reserve fund, and

WHEREAS it has been determined that the expenditure of these funds is in keeping with the purpose for the capital reserve fund,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriating of Capital Reserve funds in an amount not to exceed \$1,240,000 to pay for the cost of the DPW dump truck (\$140,000) and hydro-electric facility transformer cable replacements (\$140,000).

Seconded by Council Member Teresa R. Macaluso

Public Hearing – 7:30 p.m.

July 15, 2014

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of 127 Winslow Street, Parcel 11-05-208, from Residence C to Limited Business District

City Council has scheduled a Public Hearing for the above subject request at 7:30 pm on Monday, July 21, 2014.

The Planning Board reviewed the request at its July 1, 2014 meeting and defeated a motion recommending that City Council approve the request, with three voting yea, two voting nay, and two absent.

Attached is the report on the zone change request prepared for the Planning Board and an excerpt from the minutes.

The ordinance prepared for City Council consideration approves the zone change as submitted. The Council must hold the public hearing and pass the SEQRA resolution that is also on today's agenda before voting on the ordinance.

ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 127 Winslow Street, Parcel 11-05-208, from Residence C to Limited Business District

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

Total

YEA	NAY

Introduced by

Council Member Joseph M. Butler Jr.

BE IT ORDAINED where Gerald Schneeberger has submitted an application to change the approved zoning classification of 127 Winslow Street, parcel 11-05-208, from Residence C to Limited Business District, and

WHEREAS the Planning Board of the City of Watertown considered the request at its July 1, 2014 meeting and failed to adopt a motion recommending that City Council approve the zone change, with three members voting yea, two voting nay, and two absent, and

WHEREAS a public hearing was held on the proposed zone change on July 21, 2014, after due public notice, and

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

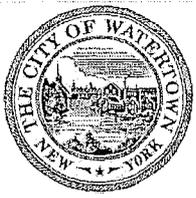
WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change,

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 127 Winslow Street, parcel 11-05-208, be changed to Limited Business District, and

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

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

Seconded by Council Member Stephen A. Jennings



MEMORANDUM

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

TO: Planning Board Members

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

SUBJECT: Zone Change – 127 Winslow Street

DATE: June 25, 2014

Request: To change the approved zoning classification of 127 Winslow Street, parcel 11-05-208, from Residence C to Limited Business

Applicant: Gerald Schneeberger

Owner: Gerald Schneeberger

SEQRA: Unlisted

County review: Not required

Comments: The applicant is requesting that the subject property be changed to Limited Business to allow the operation of an acupuncture business. The current use is a dentist's office, which will be relocating in the near future (site plan recently approved for Bellew Ave. S.).

Office use in the Residence C district is specifically limited to doctor's and dentist's practices of a certain maximum size.

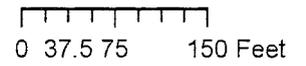
Other uses that are allowed in Limited Business, but not Residence C, include: banks, any business or professional office, and radio/television studios.

The property is designated for high density residential use in the adopted Land Use Plan.

cc: City Council Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Gerald Schneeberger, 127 Winslow Street

Legend

-  REQUESTED ZONE CHANGE
-  RIVER DEVELOPMENT DISTRICT
-  DOWNTOWN CORE OVERLAY
-  Open Space and Recreation
-  DOWNTOWN
-  RESIDENCE A
-  RESIDENCE B
-  RESIDENCE C
-  WATERFRONT
-  LIMITED BUSINESS
-  NEIGHBORHOOD BUSINESS
-  COMMERCIAL
-  HEALTH SERVICES
-  LIGHT INDUSTRY
-  HEAVY INDUSTRY
-  PLANNED DEVELOPMENT



CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT



ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
TEL: (315) 785-7793

Drawn By: J. Carlsson

Date: 6/26/2014

Approved By:

Date:

Scale: As Noted

Map Number: 14-17

Revision:	Description of Revision:	Date:	By:

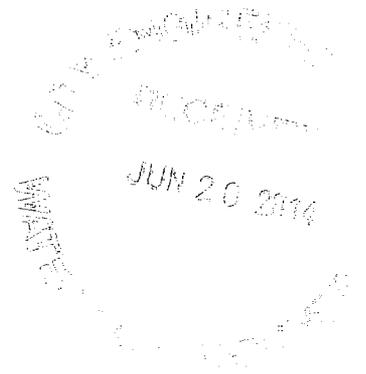


Project: ZONE CHANGE MAP
(Residence C to Limited Business)

Title: 127 Winslow Street
(11-05-208.000)

June 19 2014

Engineering Department Room 305
245 Washington St
Watertown NY 13601



Dear Honorable Mayor and City Council

I am requesting a zoning change for 127 Winslow St Watertown NY 13501 from Residential C to Limited Business. Current zoning only allows use as a dental or doctor office. I have an acupuncturist interested in purchasing the property for a professional office. Her private practice will have less of an impact than my current business. Currently I have seven employees and have three treatment rooms. I see an average of 50 patients a day. The acupuncturist will be a solo practitioner with one employee. Her practice will not have as many patients.

The parcel 1105208 measures 75x158. There will be no changes to the building.

If you have further questions I can be reached at 127 Winslow St or phone 315-786-3990. Thank you for your consideration.

Sincerely,


Gerald Schneeberger



CITY OF WATERTOWN, NEW YORK

245 Washington Street, Watertown, NY 13601
Office: (315) 785-7730 – Fax: (315) 782-9014

Zone Change Application Instructions

Applications should be addressed to the “Honorable Mayor and City Council,” and submitted to the following address:

Engineering Department, Room 305
245 Washington Street
Watertown, NY 13601

Applicants must submit **15 hard copy application sets**, plus a **16th hard copy** if County review is required. An additional set must be submitted **electronically in PDF format**. Each set must contain each of the following:

- A detailed letter or statement of what the petitioner seeks to establish (i.e. the proposed zoning district, the proposed future use of the property, and any other information that will aid the Planning Board and the City Council in comprehending the petition). This narrative should also be accompanied by written consent of the adjoining property owners, if possible.
- Applicant’s contact information, including a phone number and email address if available.
- A schematic drawing, if applicable, of the proposed development.
- If available, the metes and bounds description of the property or properties proposed for change. This can typically be found in the property deed.
- A copy of the tax map showing the proposed change area, with the area highlighted in bold marker.
- A completed State Environmental Quality Review Act assessment form (attached). Most changes will require just the attached short form. Larger projects may require a longer assessment form—contact the Planning Office for more information.

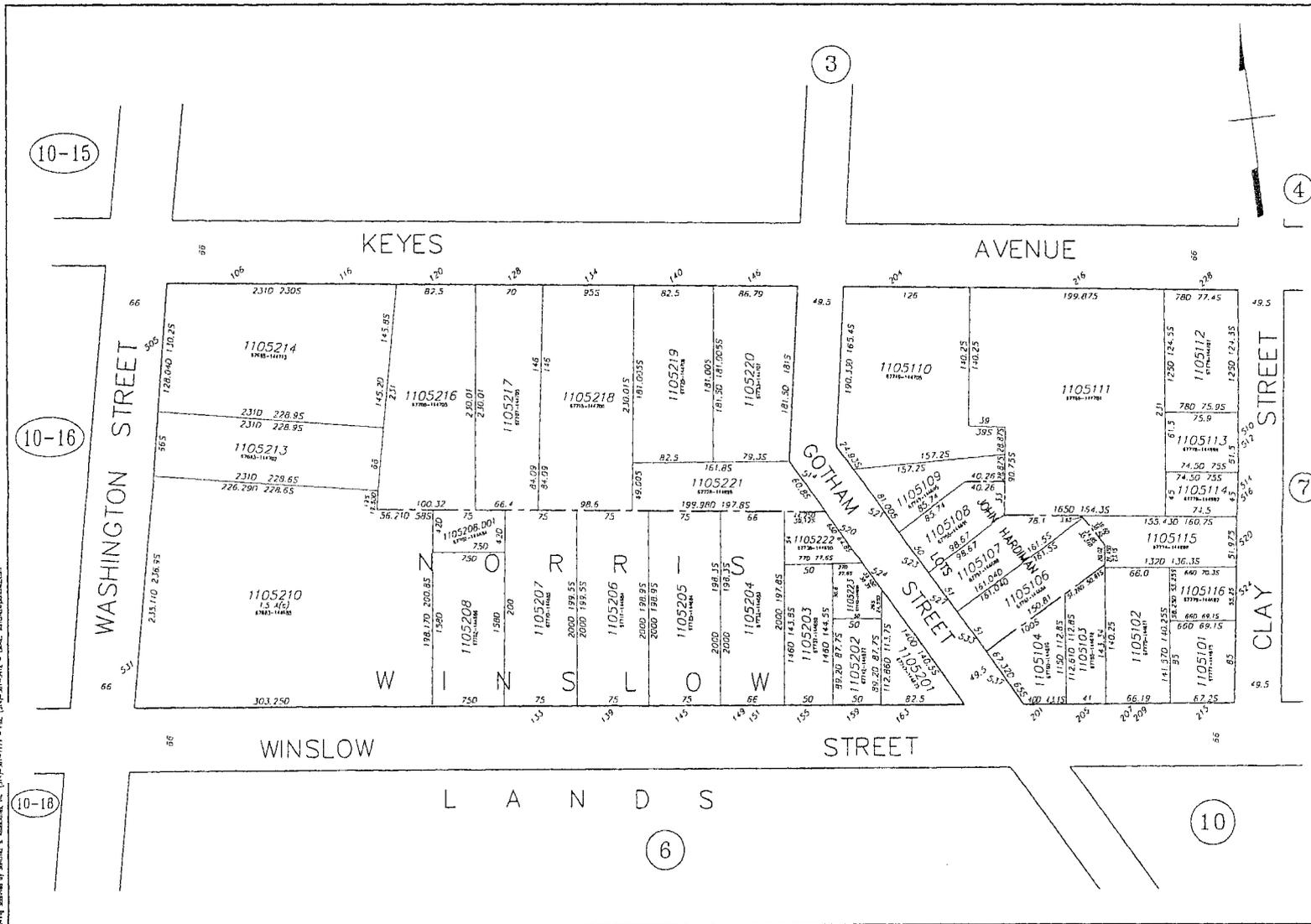
At the time of submittal, applicants must remit a **non-refundable \$100.00 fee**, in the form of cash or check payable to the City of Watertown.

Petitions for changes of zone will be heard by the Planning Board and the City Council. A change of zone requires approval of the City Council after a public hearing. Under the rules, the public hearing is held at least two weeks after the City Council receives the application.

The Planning Board normally meets the first Tuesday of the month at 3:00 pm. All requests must be submitted **two weeks before the scheduled meeting**, and only those requests included on the prepared meeting agenda will be considered.

In the case of a petition for a Planned Development District, the petition shall contain all the additional data stipulated in Section 310-12 of the Zoning Ordinance.

It should be pointed out that a change of zone by the City Council will not be considered complete and established until copies of the resolution affecting the change have been filed with the City Clerk and the City Engineer, and the official zoning map is marked to show the approved change.



Digitally scanned by: Satchel E. Sabatino, Inc. (315) 961-1771 - File: (315) 961-1771 - Date: 08/08/2004

SCALE: 1 INCH = 50 FEET FOR TAX PURPOSES ONLY
NOT TO BE USED FOR CONVEYANCE

REvised JANUARY 27, 2004
DISTRICT 11 MAP 5

ZONE CHANGE – RES C TO LBD

127 WINSLOW ST – PARCEL 11-05-208

The Board then considered a request submitted by Gerald Schneeberger to change the approved zoning classification of 127 Winslow Street, parcel 11-05-208, from Residence C to Limited Business District.

Mr. Schneeberger approached the board to explain his request. He said that the property in question has been either a physician's or dentist's office for over 23 years. The current zoning only allows a physician or dentist to locate here, but he has had interest from both an insurance agent and an acupuncturist. He said that the proposed acupuncture office would be less intense than his current use—there would be only one employee and far fewer customers cycling through, whereas he currently has 30-40 patients per day and nine employees.

Mr. Katzman said he is not opposed to the specific use of this property for acupuncture, but he wonders where the line would be drawn. Should the next house east, or the houses across the street, also be allowed to convert to offices? He said he would rather change it to Health Services District.

Mrs. Freda said that she is typically an advocate of not letting business encroach into residential areas, but she realizes that this neighborhood needs help.

Mr. Mix noted that the ordinance was written to allow small general practitioners to locate in houses. If you were writing a new ordinance today, you would probably not include any type of health services in the residential district regulations.

Mrs. Capone said that the additional uses allowed in Limited Business compared to Residence C are not very intensive. You would not see things like restaurants or gas stations. There are already quite a few businesses located in the immediate area.

Mr. Mix said that this property is somewhat unique, having already been used as an office for decades.

Mr. Katzman asked if there was some way to allow acupuncture specifically, without changing the zoning to allow the full list of uses.

Mrs. Freda said that the only way to do that would be to change the text of the ordinance. The Zoning Board of Appeals can also grant a use variance.

Mr. Mix noted that changing the zoning district to anything other than Limited Business could be considered spot zoning. There is no Health Services District nearby to connect to.

Mr. Coburn noted that if other owners down the street want to change their zoning, they would still need to come to the Planning Board. There would be no cascading effect unless the Board and Council allow it.

Mr. Schneeberger said that without the zone change, his only option would be to convert the entire building into apartments. It already has two units on the upper floors.

Mrs. Capone moved to recommend that City Council approve the request submitted by Gerald Schneeberger to change the approved zoning classification of 127 Winslow Street, parcel 11-05-208, from Residence C to Limited Business District.

Mrs. Fields seconded.

Mrs. Fields, Mrs. Capone, and Mr. Coburn voted in favor.

Mr. Katzman and Mrs. Freda voted against.

The motion was defeated with 3 yea, 2 nay, and 2 absent.

July 15, 2014

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Sales Tax Revenue – June 2014

The City has received the monthly sales tax revenue amount from Jefferson County. In comparison to June 2013, the June 2014 sales tax revenue on an actual to actual basis is up \$90,020 or 5.59%. In comparison to the original budget projection for the month of June, sales tax is up \$10,518 or 0.62%.

The year-to-date actual receipts are down \$230,800 or 1.34% while the year-to-date receipts on a budget basis are down \$1,083,000 or 5.98%. Sales tax revenue finished at \$17,017,001 for FY 2013-14.

The attached spreadsheet shows the monthly collections for this year and last year along with the budgeted amounts. Collections for the Fiscal Years' 2009-10, 2010-11, 2011-12 and 2012-13 have been included for historical perspective.

	<u>Actual 2009-10</u>	<u>Actual 2010-11</u>	<u>Actual 2011-12</u>	<u>Actual 2012-13</u>	<u>Actual 2013-14</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>	<u>Quarterly Variance</u>	<u>% Inc/(Dec) to Prior Quarter</u>
July	\$ 1,054,235	\$ 1,294,030	\$ 1,359,433	\$ 1,361,364	\$ 1,492,579	\$ 131,215	9.64%		
August	\$ 1,111,868	\$ 1,250,127	\$ 1,319,714	\$ 1,357,130	\$ 1,463,877	\$ 106,747	7.87%		
September	\$ 1,805,736	\$ 1,777,374	\$ 1,886,899	\$ 2,071,785	\$ 1,760,254	\$ (311,531)	-15.04%	(73,569)	-1.54%
October	\$ 1,081,394	\$ 1,147,531	\$ 1,215,879	\$ 1,301,624	\$ 1,584,174	\$ 282,550	21.71%		
November	\$ 1,056,203	\$ 1,203,035	\$ 1,207,881	\$ 1,274,589	\$ 1,116,784	\$ (157,805)	-12.38%		
December	\$ 1,606,018	\$ 1,681,408	\$ 1,897,409	\$ 1,714,672	\$ 1,543,425	\$ (171,247)	-9.99%	(46,502)	-1.08%
January	\$ 1,103,884	\$ 1,213,795	\$ 1,195,675	\$ 1,276,483	\$ 1,238,468	\$ (38,015)	-2.98%		
February	\$ 921,272	\$ 984,089	\$ 1,036,230	\$ 1,160,663	\$ 1,076,005	\$ (84,658)	-7.29%		
March	\$ 1,572,098	\$ 1,445,902	\$ 1,624,451	\$ 1,453,454	\$ 1,471,964	\$ 18,510	1.27%	(104,162)	-4.27%
April	\$ 1,121,188	\$ 1,190,708	\$ 1,217,913	\$ 1,293,493	\$ 1,271,765	\$ (21,728)	-1.68%		
May	\$ 1,079,512	\$ 1,164,270	\$ 1,224,057	\$ 1,373,513	\$ 1,298,653	\$ (74,860)	-5.45%		
June	\$ 1,709,687	\$ 1,654,800	\$ 2,029,525	\$ 1,609,032	\$ 1,699,052	\$ 90,020	5.59%	(6,567)	-0.15%
YTD	<u>\$ 15,223,095</u>	<u>16,007,070</u>	<u>\$ 17,215,066</u>	<u>\$ 17,247,801</u>	<u>\$ 17,017,001</u>	<u>\$ (230,800)</u>	<u>-1.34%</u>		

	<u>Original Budget</u>		<u>Variance</u>	<u>%</u>		
	<u>2013-14</u>	<u>Actual 2013-14</u>				
July	\$ 1,428,628	\$ 1,492,579	\$ 63,952	4.48%		
August	\$ 1,424,184	\$ 1,463,877	\$ 39,692	2.79%		
September	\$ 2,174,150	\$ 1,760,254	\$ (413,896)	-19.04%	(310,253)	-6.17%
October	\$ 1,365,936	\$ 1,584,174	\$ 218,238	15.98%		
November	\$ 1,337,565	\$ 1,116,784	\$ (220,782)	-16.51%		
December	\$ 1,799,393	\$ 1,543,425	\$ (255,967)	-14.23%	(258,511)	-5.74%
January	\$ 1,339,552	\$ 1,238,468	\$ (101,084)	-7.55%		
February	\$ 1,218,010	\$ 1,076,005	\$ (142,005)	-11.66%		
March	\$ 1,525,268	\$ 1,471,964	\$ (53,303)	-3.49%	(296,393)	-11.59%
April	\$ 1,357,403	\$ 1,271,765	\$ (85,638)	-6.31%		
May	\$ 1,441,377	\$ 1,298,653	\$ (142,724)	-9.90%		
June	\$ 1,688,534	\$ 1,699,052	\$ 10,518	0.62%	(217,843)	-4.85%
YTD	<u>\$ 18,100,000</u>	<u>\$ 17,017,001</u>	<u>\$ (1,083,000)</u>	<u>-5.98%</u>		

July 16, 2014

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller
Michael J. Sligar, Superintendent of Water

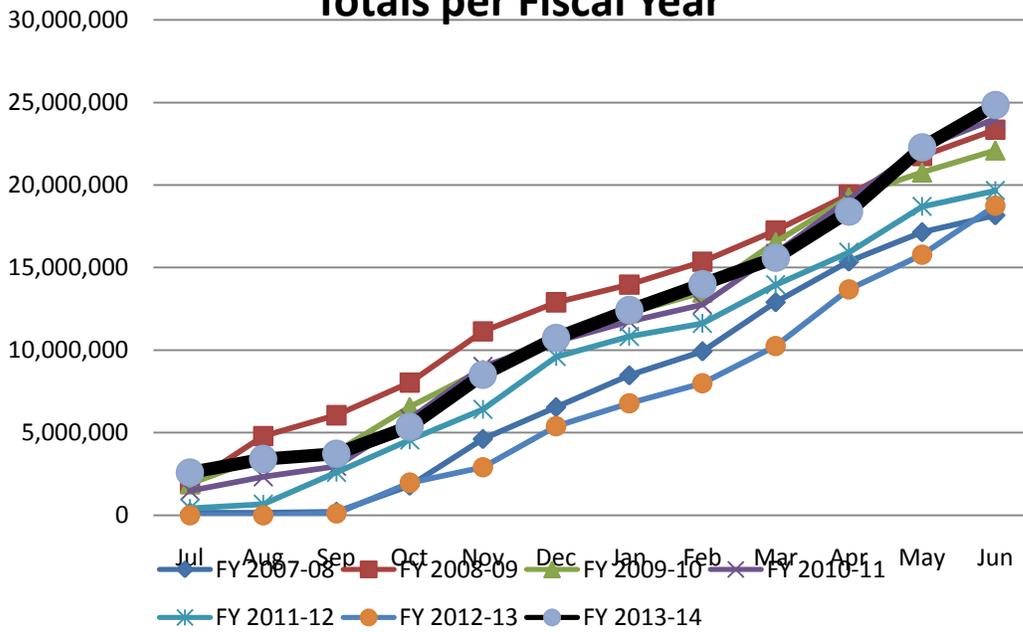
Subject: Sale of Hydro-electric power – FY 2013-14

The City's sale of excess hydro-electric power has finished \$459,347 over budget for FY 2013-14 which lessened the impact of the \$1,083,000 shortfall in sales tax revenue. Below is a ten year table of actual revenue to budgeted revenue for the sale of hydro-electric power which shows the volatility of this revenue.

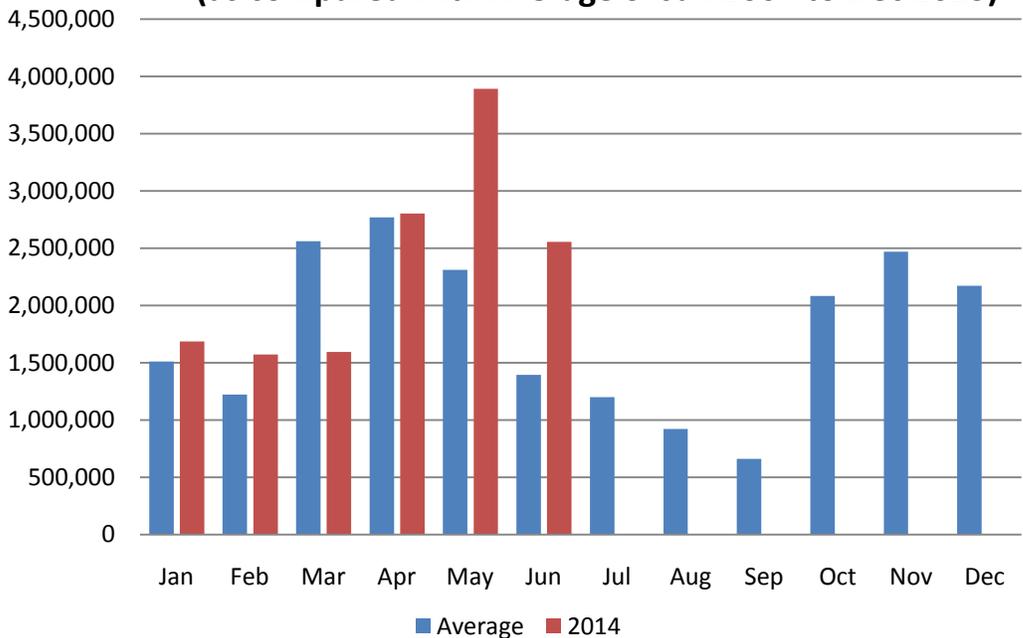
	<u>Actual</u>	<u>Budget</u>	<u>Over / (under) Budget</u>
FY 14-15		\$3,600,000	
FY 13-14	\$3,906,347	\$3,447,000	\$ 459,347
FY 12-13	\$3,076,104	\$3,346,000	\$ (269,896)
FY 11-12	\$2,766,103	\$3,207,000	\$ (440,897)
FY 10-11	\$3,522,437	\$3,156,000	\$ 366,437
FY 09-10	\$2,706,571	\$2,920,000	\$ (213,429)
FY 08-09	\$2,805,326	\$2,800,000	\$ 5,326
FY 07-08	\$2,245,099	\$2,875,000	\$ (629,901)
FY 06-07	\$3,201,606	\$2,650,000	\$ 551,606
FY 05-06	\$2,449,038	\$2,550,000	\$ (100,962)
FY 04-05	\$2,497,192	\$2,450,000	\$ 47,192

June 2014 was a good production month. Our total production for the month was 2,555,705 KWH, which as indicated in the first chart below is 173.6% of the seven year average for the month of June. And as indicated in the second chart below, we close the current fiscal year with a total FY 2013-14 production of 24,832,078 KWH, the highest of the previous seven years.

Hydro Generation (kwh) Cumulative Totals per Fiscal Year



2014 Hydro Generation (kwh) per Month (as compared with Average of Jan 2007 to Dec 2013)



July 14, 2014

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Request for Abate – 1104 Huntington Street

Attached is an email from Lewis DeNora requesting a waiver of the surcharge on the cost of trash and debris pick up at the above address.

I have reviewed the facts of this request and have decided to abate the \$150.00 fee in accordance with §320-10 approved by City Council November 4, 2013.

Giso, Elaine

From: ldenora@aol.com
Sent: Wednesday, July 09, 2014 11:00 AM
To: Addison, Sharon
Cc: Giso, Elaine
Subject: Charges for trash removal

Hello, I am writing to you in response to an invoice I received for trash removal at 1104 Huntington Street, Watertown NY. Last month I received a letter from code enforcement for debris and overgrown lawn.

The house is vacant and I am currently in a contract for the sale of the property. I have someone who cleans and maintains the property on a regular basis. Apparently he was not doing his job. When I received the letter from code enforcement hired a new landscaper to take care of the issue. There might have been some time lapse in between but I can assure you that the place is clean.

I am asking for consideration and a fine reduction in this matter. Please let me know if it is possible.

Thank You

Lewis DeNora
1104 Huntington Street
Customer ID # DPW00006808

CITY OF WATERTOWN
INVOICE

Customer Id DPW00006808

Invoice Number 2014/40/0055414
 Invoice Date 6/24/2014
 Invoice Due Date 7/24/2014

LEWIS DENORA
 Attn: RE: 1104 HUNTINGTON ST
 1584 W 5TH ST
 BROOKLYN NY 11204

Mail Remittance To:
 CITY COMPTROLLER'S OFFICE
 ROOM 203, CITY HALL
 245 WASHINGTON STREET
 WATERTOWN NY 13601
 (315) 785-7754

Desc: TRASH/DEBRIS 1104 HUNTINGTON Prop Loc: 1104 HUNTINGTON ST



Muni/Sbl: 221800 6-0012-215.000

Service	Quantity	Unit	Unit Price	Amount
TRASH DISPOSAL FEE	2.00		5.00	10.00 tx
CODE ENFORCEMENT SURCHARGE	1.00		150.00	150.00 tx
SALES TAX: DPW				12.40

$$\begin{array}{r} 10.00 \\ .78 \text{ tax} \\ \hline 10.78 \end{array}$$

Total Amount Due 172.40

Please Make Check Payable To: CITY COMPTROLLER
 Please Reference Invoice Numbers On All Remittance