

Fringe Benefits

As we do every year, to help City employees prepare for the upcoming flu season, a flu shot clinic was held on Wednesday at City Hall. ProAct staff administered 87 shots within the three hour clinic. This event is always well attended.

Engineering Department

Black River Parkway/Commerce Park Drive

Pavement marking to be completed next week; the Commerce and Black River Parkway milling is complete. The contractor will be completing spot repairs on Black River Parkway Friday, October 18th and will begin paving on Black River Parkway next week.



Iroquois/Sherman Street Intersection Road Diet Project

The Concrete Slip Form Company has started working on the site Friday. The asphalt has been saw cut to the desired radius and the new catch basin placed.

Pearl Street Bridge Project



Asphalt approaches have been paved. Scheduled substantial completion date for the project is the week of October 21st.

State Street Fire Station

Work started this week on the driveway project at the State Street Fire Station. The main entrance walk to the building will be done first, and then the driveway work will begin. Anticipated project completion date is the week October 25.

Hydroelectric Repairs

The excitation system project began this week; S&L Electric labeled all of the wiring from the old cabinets. The old units have been pulled and placement of the new units will begin the week of October 21, 2019.

Adirondack Mechanical is on site repairing cracks in the Hydro Plant building that have been the source of water infiltration into the plant. Anticipated completion is October 18, 2019.

The first of three replacement relays is on site, and the technician from O'Connell has been to the plant to review the wiring plans. The new relay should be installed in Unit 2 the week of October 21, 2019.

Waste Water Treatment Plant Truck Scale

The request for quote package for the WWTP Truck Scale Pads Project was issued this week. The quote opening date is November 14, 2019 and the project is scheduled to be implemented in the spring of 2020.

Thompson Park Pool

Con Tech is progressing as scheduled; AMI Earth & Asphalt is excavating the Pool area to the proper grade. The Stone Pool Base should be installed on October 18, 2019. The edge forming for the floor will be complete the week of October 21, 2019 and rebar fabrication begins the following week.

We received a Schedule of Values from Con Tech and Hyde Stone which will outline our current project credits.

- Temporary Fencing – **775 LF**
- Tree Protection – **19 Ea**
- Lawn Restoration – **1260 SF**.

The tree protection is complete and the silt fence is installed on all but one side (between the Pool & Bathhouse). The City Water Department has agreed to remove an existing 8" Gate Valve and cap the 8" Water Service that is presently located in approximately the middle of the proposed Bathhouse. Two light poles on the westerly side of the Pool will be installed 8' to the North to alleviate interference of existing trees and provide adequately lighting. Revised Drawings from C&S will be ready for distribution to all Prime Contracts and the City next week. The drawings will include the changes approved by NYS Department of Health and City Code Enforcement.



Newell Street HVAC Replacement

Ontario HVAC Solutions is approximately 90 % complete on the project with 5 unit heaters, furnace, water heater, ductwork, gas service lines, exhaust duct lines, and insulated window panels installed. The remaining work includes transfer duct grilles, supply diffusers, return grilles, louvers, condensate lines, boiler abatement, and mechanical room unit heater.



JB Wise Retaining Wall Project

A Notification of Award has been sent to Driscoll Masonry for this project as a resolution was approved at the October 7th City Council Meeting. Once the Contract Agreement has been signed and all insurances have been received, then a Notice to Proceed will be issued to Driscoll Masonry.

Thompson Park Watertown Golf Club Sewer Project

The Watertown Golf Club and GYMO Architecture are proposing to connect into the City of Watertown Sanitary Sewer System by installing 630 LF of 1 ½" DR-17 HDPE Force Main and 600 LF of 6" SDR 35 gravity PVC Sewer consisting of a Duplex Hydromatic Grinder Pumping Station and 4 Manholes. The total estimated projected flow increase is 2,260 GPD. The proposed sewer system will run along the south side of West Entrance Drive and cross over to the east side of East Tower Drive approximately 6' from the back of the asphalt sidewalk in the grass lawn area.

Watertown City Court Expansion Project

The project drawings are currently in the design phase. The Administrative Judge and General Council have submitted comments to Rick Tague at BCA and the City of Watertown for review. Bidding is scheduled for December 2020 and project start up in the spring of 2021.

Parks and Recreation

Club Vortex is in full swing in Thompson Park. Club Vortex is a Parks and Recreation running club instructed by Jessica Lister and assisted by the WHS Cross Country Team. The Club started on September 23rd and runs on Monday's and Wednesday's until October 23rd from 3:45pm-4:45pm. There is a total of 16 participants.



Just a reminder.....



The Watertown Wolves have their first exhibition game tonight at the Watertown Municipal Arena. Puck drops at 7:30pm. There is also an exhibition game tomorrow, Saturday, October 19, at the Municipal Arena. Puck drops at 7:30pm for that game as well.

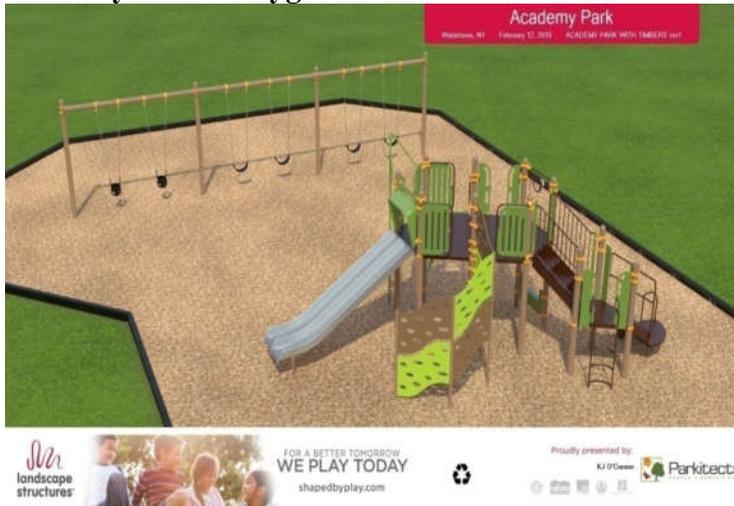
Planning Department

Tree Watertown Arboretum Improvements

The City's street tree advisory board, Tree Watertown, met on a recent Saturday morning for a morning of service and improvements to the Downtown Arboretum. The group installed informational plaques at the base of newly planted trees within the 200 block of Washington Street. The City's urban arboretum is made up of a unique collection of over 30 different tree species on both public and private property along lower Washington Street.



Academy Street Playground



Sealed bids for the Academy Street Playground and Sidewalk Installation Project were opened October 11, 2019 at 11:00 a.m. and will be reviewed by City Council at their upcoming meeting on October 21. Upon approval by City Council, work could begin as early as Tuesday, October 22, 2019 with an expected soft opening of the playground as early as April 15, 2020. In March of 2019, a request for proposals (RFP) for the project went out for advertisement but unfortunately all quotes came back over budget causing a delay of the project. This project is funded through the Community Development Block Grant (CDBG) 2018 - 2019 program year.

Annual Fall Volunteer Tree Planting Event - Save the Date



On Saturday, November 2, 2019, the City will partner with *Tree Watertown*, the City's street tree advisory board, as well as local school districts, in hosting the Annual Fall 2019 Volunteer Tree Planting Event. 28 trees will be planted at sites located at Knickerbocker Elementary School and within the street margin along Knickerbocker Drive. This event is partially funded through the Northern New York Community Foundation's Whitney-Walker Tree Funds. Interested volunteers will meet at 9:00 a.m. at the elementary school parking lot for a brief tree planting demonstration. Refreshments will be provided.

Downtown Parking

In response to comments the City has received regarding recent efforts to enforce posted time limits for downtown parking spaces, Staff has drafted a letter to downtown business owners that discusses the recent changes. The letter communicates that the newly implemented 30-minute parking spaces and the move to hire a second parking enforcement officer were both in response to requests from various downtown business owners. It also emphasizes the need to preserve on-street parking for customers rather than employees, and includes an attached map that locates all the off-street public parking lots with no time limits. The City's parking enforcement officer will distribute the letter to as many downtown businesses as possible throughout the next week.



City Manager's
Status and Information Update
October 18, 2019



Fair Housing Classes



**Fair Housing & Tenant's
Rights For Service Providers
& Tenants**

**Friday, Oct. 25th
1:00—3:00 pm**

**Watertown Urban Mission
247 Factory Street
Watertown, NY 13601**

Join us for a FREE workshop to learn about fair housing laws including reasonable accommodations and recent updates to help secure and maintain housing.

Light Refreshments Provided. Gift Cards available for the first 10 tenants. Gift Cards generously donated by the Watertown Savings Bank.

This event is free but registration is requested. For more info or to register visit <https://watertown-service-provider-fair-housing-training.eventbrite.com> or contact info@cnyfairhousing.org. If you have a disability and require an accommodation, please notify us one week prior to the event.

Sponsored by the
City of Watertown,
NY Department of Housing
and Urban Development &
Watertown Savings Bank



Waterstown
Savings Bank



Sally Santangelo from CNY Fair Housing, the City's Fair Housing enforcement agency, will be in Watertown next Friday, October 25, 2019, to teach two Fair Housing Education classes at the Watertown Urban Mission. The first session, which will run from 9:00 to 11:00 a.m., will be geared toward housing providers. The target audience for the second session, which will run from 1:00 to 3:00 p.m., will be service providers and tenants. The Urban Mission will distribute Wal-Mart gift cards to the first ten tenants to attend the afternoon session, which were generously donated by the Watertown Savings Bank, a presenting sponsor of the events. Both sessions are free of charge to attend and are part of the City's annual Fair Housing contract with CNY Fair Housing, which is funded using Community Development Block Grant (CDBG) entitlement funds.

City Manager's
Status and Information Update
Financial Information
October 18, 2019



Comptroller's Department

Sales Tax

Sales tax revenue was down \$96,586 or 4.34% compared to last September. In comparison to the original budget projection for the month, sales tax was down \$149,670 or 6.57%. The year-to-date actual receipts are up \$251,703 or 4.66%, while the year-to-date receipts on a budget basis are up \$111,553 or 2.01%.

	<u>Actual 2015- 16</u>	<u>Actual 2016- 17</u>	<u>Actual 2017- 18</u>	<u>Actual 2018- 19</u>	<u>Actual 2019- 20</u>	<u>Variance</u>	<u>% Inc/(Dec)to Prior Year</u>
July	\$ 1,509,325	\$ 1,536,214	\$ 1,573,554	\$ 1,606,413	\$ 1,763,856	\$ 157,443	9.80%
August	\$ 1,494,788	\$ 1,435,666	\$ 1,498,230	\$ 1,573,047	\$ 1,763,893	\$ 190,846	12.13%
September	\$ 1,683,486	\$ 1,982,777	\$ 1,918,505	\$ 2,226,468	\$ 2,129,882	\$ (96,586)	(4.34%)
October	\$ 1,339,731	\$ 1,295,166	\$ 1,381,534	\$ 1,423,970	\$ -	\$ -	
November	\$ 1,375,619	\$ 1,355,551	\$ 1,435,650	\$ 1,466,279	\$ -	\$ -	
December	\$ 1,351,562	\$ 1,752,250	\$ 1,754,106	\$ 1,718,512	\$ -	\$ -	
January	\$ 1,332,286	\$ 1,363,372	\$ 1,360,442	\$ 1,384,533	\$ -	\$ -	
February	\$ 1,084,467	\$ 1,087,663	\$ 1,163,558	\$ 1,149,846	\$ -	\$ -	
March	\$ 1,426,339	\$ 1,548,314	\$ 1,511,911	\$ 1,420,276	\$ -	\$ -	
April	\$ 1,333,096	\$ 1,313,100	\$ 1,392,815	\$ 1,410,924	\$ -	\$ -	
May	\$ 1,348,173	\$ 1,325,536	\$ 1,383,659	\$ 1,501,095	\$ -	\$ -	
June	\$ 1,789,321	\$ 1,821,198	\$ 2,051,011	\$ 1,864,710	\$ -	\$ -	
YTD	<u>\$ 17,068,193</u>	<u>\$ 17,816,807</u>	<u>\$ 18,424,974</u>	<u>\$ 18,746,071</u>	<u>\$ 5,657,631</u>	<u>\$ 251,703</u>	<u>4.66%</u>

	<u>Original Budget 2019- 20</u>	<u>Actual 2019- 20</u>	<u>Variance</u>	<u>%</u>
July	\$ 1,650,196	\$ 1,763,856	\$ 113,660	6.89%
August	\$ 1,616,330	\$ 1,763,893	\$ 147,563	9.13%
September	\$ 2,279,552	\$ 2,129,882	\$ (149,670)	(6.57%)
October	\$ 1,465,016	\$ -	\$ -	
November	\$ 1,507,960	\$ -	\$ -	
December	\$ 1,763,976	\$ -	\$ -	
January	\$ 1,424,988	\$ -	\$ -	
February	\$ 1,186,780	\$ -	\$ -	
March	\$ 1,461,267	\$ -	\$ -	
April	\$ 1,433,395	\$ -	\$ -	
May	\$ 1,424,101	\$ -	\$ -	
June	<u>\$ 2,101,439</u>	<u>\$ -</u>	<u>\$ -</u>	
YTD	<u>\$ 19,315,000</u>	<u>\$ 5,657,631</u>	<u>\$ 111,553</u>	<u>2.01%</u>

City Manager's
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Sale of Excess Hydro-Electricity

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last September, the sale of surplus hydro-electric power on an actual to actual basis was up \$78,953 or 171.08%. In comparison to the budget projection for the month, revenue was up \$125,102. The year-to-date actual revenue is up \$352,484 or 685.58%, while the year-to-date revenue on a budget basis is up \$369,334 or 1,068.55%. The hydro-electric facility was planned to be shut down in August and September for planned capital improvements. It will be shut down again in October for the installation of the excitation system.

	<u>Actual</u> 2015-16	<u>Actual</u> 2016-17	<u>Actual</u> 2017-18	<u>Actual</u> 2018-19	<u>Actual</u> 2019-20	<u>Variance</u>	<u>%</u> <u>Inc/(Dec)to</u> <u>Prior Year</u>
July	\$ 321,539	\$ 73,815	\$ 644,519	\$ 4,063	\$ 265,466	\$ 261,402	6,433.13%
August	\$ 11,805	\$ 278,611	\$ 308,911	\$ 1,201	\$ 13,330	\$ 12,129	1,009.80%
September	\$ 14,857	\$ 22,118	\$ 129,629	\$ 46,149	\$ 125,102	\$ 78,953	171.08%
October	\$ 260,804	\$ 208,586	\$ 219,082	\$ 323,260			
November	\$ 393,589	\$ 396,753	\$ 610,656	\$ 572,955			
December	\$ 542,231	\$ 470,259	\$ 332,344	\$ 249,645			
January	\$ 380,018	\$ 481,938	\$ 243,768	\$ 171,405			
February	\$ 440,304	\$ 325,684	\$ 353,929	\$ 311,149			
March	\$ 634,598	\$ 418,328	\$ 587,558	\$ 403,524			
April	\$ 555,833	\$ 688,018	\$ 728,661	\$ 673,362			
May	\$ 275,751	\$ 711,278	\$ 584,892	\$ 809,967			
June	\$ 162,659	\$ 681,514	\$ 59,631	\$ 787,591			
YTD	<u>\$3,993,988</u>	<u>\$4,756,903</u>	<u>\$4,803,579</u>	<u>\$4,354,270</u>	<u>\$ 403,898</u>	<u>\$ 352,484</u>	<u>685.58%</u>

	<u>Original</u> <u>Budget</u> 2019-20	<u>Actual</u> 2019-20	<u>Variance</u>	<u>%</u>
July	\$ 34,564	\$ 265,466	\$ 230,902	668.04%
August	\$ -	\$ 13,330	\$ 13,330	N/A
September	\$ -	\$ 125,102	\$ 125,102	N/A
October	\$ 344,902			
November	\$ 491,694			
December	\$ 419,771			
January	\$ 314,882			
February	\$ 264,381			
March	\$ 439,005			
April	\$ 657,489			
May	\$ 591,362			
June	<u>\$ 338,950</u>			
YTD	<u>3,897,000</u>	<u>\$ 403,898</u>	<u>\$ 369,334</u>	<u>1,068.55%</u>