

City Manager's
Status and Information Update
October 25, 2019



City Comptroller

The Comptroller's Office is in the process of filing the Annual Financial Report with the New York State Comptroller by October 28th, as well preparing the financial statements for the independent audit. The audit by Bowers and Company will begin Monday, October 28th.

Department of Public Works



PUBLIC MEETING

Let's talk about the future of transit services in Jefferson County and adjacent communities

- WHERE** Jefferson Community College
Building 2, Room 107
1220 Coffeen St, Watertown, NY
- WHEN** Thursday, November 7, 2019
Doors open at 6 p.m. Presentation to begin at 7 p.m.
- WHY** The Watertown-Jefferson County Area Transportation Council has prepared a study recommending a potential regional transit network for Watertown, Fort Drum and surrounding communities.

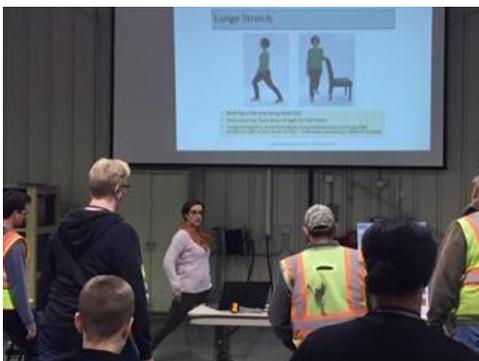
Come hear the results of our study!



Please note that a public meeting is set up for November 7, 2019 at Jefferson Community College to talk about the future of transit services.

Safety

On October 16th the City hosted a safe lifting/back safety training. Two sessions were held and a total of 62 employees attended. Safe lifting, proper form, and proper stretching techniques are just a few of the very informative topics covered at this safety training.



Engineering Department

Black River Parkway/Commerce Park Drive

Project is completed final striping has been finalized.

Iroquois/Sherman Street Intersection Road Diet Project

The curb has been poured and the catch basin elevation set, anticipated project completion next week pending weather.

Pearl Street Bridge Project

Project is substantially complete; a final inspection with the NYSDOT and the City Of Watertown was performed on 10/24/19. Minor punch list items have been established and will be addressed by the contractor when weather conditions allow.

State Street Fire Station

Final grade elevations have been established and base stone material is in place. Asphalt placement is currently in progress as of 9:30 a.m. today. Completion of the project is weather dependent. A site visit was performed by the City Engineer at 9:00 a.m. to inspect the project and evaluate progress.

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.

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. No Change.

Thompson Park Pool

The Contractors have completed the excavation and the placement of the stone base to grade. They have started the installation of Pool Base Edge Forming, Main Drain, and fabrication of rebar as they are planning to pour Concrete for the Pool Base the week of 10/28/19.

Newell Street HVAC Replacement

The project is complete; a final inspection is scheduled for 2:00 p.m. on 10/25/19.

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. No change.

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 1½" 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. No Change.

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. A staff meeting was held on 10/23/19 to review the current status of the project design phase.

Planning Department

Community Development Institute

This week, staff from Code Enforcement and Planning attended the Community Development Institute at Cornell University to learn and discuss how communities are dealing with vacant and abandoned homes statewide. One of the biggest takeaways was the collaboration between City departments, especially between Code Enforcement, Planning and Public Safety to tackle the problem on a block-by-block basis. Other communities have seen a significant reduction in public safety calls with the revitalization of abandoned structures.

Academy Street Playground and Sidewalk Installation Project Bid

At their October 21, 2019 meeting, City Council approved B&T Construction and Masonry, Inc. for playground and sidewalk installation work at Academy Street Playground. Work will include the installation of approximately 260 linear of new 5'x5' sidewalk, as well as previously purchased playground equipment. B&T is expected to start as early as the week of 10/28/19. 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.





Fair Housing Education

The City of Watertown, in cooperation with the Watertown Urban Mission and CNY Fair Housing, held two Fair Housing Education Classes in the Urban Mission's community room on Friday, October 25, 2019. Sally Santangelo of CNY Fair Housing, the City's qualified Fair Housing Enforcement Agency, taught both classes as part of the City's CDBG-funded contract with CNY Fair Housing.

The morning class, which was targeted towards property owners, drew a crowd of 50 attendees. Approximately a dozen people attended the afternoon class, which was geared towards service providers and tenants. The Watertown Savings Bank generously donated ten Wal-Mart gift cards, worth \$25 each, to distribute to attendees of the afternoon session.

