

### **Christmas Parade and Tree Lighting Ceremony**

This year's annual event is planned for Thursday, December 5, 2019. If the City Council wishes to walk in the parade, you are requested to line up on Court Street in front of the fountain at 6:30 p.m.

### **Code Enforcement**

Building Safety Inspector and Head of the Zombie Task Force, Christine Shipley, attended a vacant property seminar in Ithaca October 23 & 24.

### **Permits Issued since October 1, 2019**

Fence Permits -13

Sign Permits-5

Plumbing-5

Maintenance & repair- 58

Building -25

### **Issued Permits for Larger Projects**

1 Thompson Park- The Thompson Park Pool and Bathhouse permit has been issued 11/13/2019.

130 Court Street, Empsalls Building- First level on JB Wise side being altered to be programs and offices for Jefferson County Children's Home. Estimated project cost \$1,252,921.

### **Submitted Plans**

924 Arsenal Street & 1809 Sate Street- McDonald's renovations.

### **Snow & Ice**

Now that the inclement weather is upon us, Code Enforcement Department has begun citing sidewalks that are not clear of snow and ice, with the initial focus on schools and all the main arteries of the City.

### **Buildings and Grounds**

In preparation for the winter season, all snow blowers have been serviced, salt has been purchased and the maintenance crew has been diligently working to keep the sidewalks and walkways clear and safe for both City Hall and the Library. Building and Ground staff have also just completed stripping and waxing the floors in the courtroom at City Hall.

### **Comptroller's Department**

**Delinquent City Tax Notices** – In October the City Comptroller's office mailed 503 delinquent tax notices for the 2019-20 City tax bills. Below is a summary of the delinquent notices sent for each of the preceding fiscal years.

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Fiscal Year	Number of Delinquent City Tax Notices	Total Amount Owed by November 30 <sup>th</sup> (1)
2019-20	503	\$489,266
2018-19	584	\$539,950
2017-18	595	\$513,558
2016-17	591	\$474,058
2015-16	566	\$394,382

Parcels still with outstanding 2019-20 City tax balances over \$3,000 (including penalties and interest) are:

Property Owner	Property Address	Outstanding City Taxes (1)
Home Depot USA Inc	391 College Heights	\$37,178.91
Cole WG Watertown	929 Arsenal Street	\$28,839.50
Waltrust Properties	1655 State Street	\$24,278.89
Home Depot USA Inc	391 College Heights	\$22,307.35
NY Central Lines	1 Conrail	\$12,893.04
COR Arsenal Street	218 Stone Street	\$7,917.33
Fun Xcape LLC	223 JB Wise Place	\$4,038.35
Husky Property Management	165 Mechanic Street	\$3,876.57
Rosacia, Alfred	542 Cooper Street	\$3,732.27
Dealmaker Dodge	235 Main Avenue	\$3,472.86
Carlos, Louis	910 Ives Street	\$3,151.82
Total		<u>\$151,686.89</u>

(1) Includes penalties and interest as well as any re-levied amounts for outstanding water and sewer charges, Department of Public Works charges and sidewalk installments.

**Human Resources**

At the Work Session on November 12<sup>th</sup>, Council requested 10 years of data regarding the health insurance plan's stop loss premiums versus stop loss reimbursements. The requested data is below:

Stop Loss Premiums										
<u>09/10</u>	<u>10/11</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>	<u>18/19</u>	<u>Total</u>
\$ 397,310	\$ 408,946	\$ 413,839	\$ 340,176	\$ 336,534	\$ 265,727	\$ 232,932	\$ 232,188	\$ 241,637	\$ 255,729	\$ 3,125,018
Stop Loss Reimbursements										
<u>09/10</u>	<u>10/11</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>	<u>18/19</u>	
\$ 471,529	\$ 410,727	\$ 434,428	\$ 40,042	\$ 56,273	\$ 33,181	\$ 70,521	\$ 645,174	\$ 1,658,878	\$ 776	\$ 3,821,529
Excess of Reimbursements over Premiums			\$	696,511						

## **Engineering Department**

### **Mill Street and Pearl Street Bridge Projects**

Mill Street is in winter shut down.

For the Pearl Street Bridge, a seal coat of the concrete sidewalk is all that remains to be done. When we get dry conditions above 20°, the sealer will be applied.

### **Hydroelectric Repairs**

The insurance company for the driver that crashed into the utility pole on Water Street on October 30<sup>th</sup> has been contacted to start a claim. As a result of her accident, problems arose at the hydro plant that caused the City to lose a week of production on unit three. Other expenses were accrued as a result of this accident. Once all data is in, a claim will be filed.

### **Waste Water Treatment Plant Truck Scale**

The request for quote for the two concrete pads was due by 11:00 Am on November 14<sup>th</sup>. We received three quotes: Henderson Bros Contracting, Inc. quoted \$30,951.00, 34 & Co., Inc. quoted \$23,650.00, and Falter Construction Corp quoted \$15,101.00 .

### **Park Pool**

Weather permitting, Con Tech is planning on pouring the remaining 85 cu. yds. for the pool floor on Thursday, November 14<sup>th</sup>. Atlantic Testing and C&S Engineers will be on site for Concrete Inspection Testing. Reinforcement bar and forming of the pool walls is in progress. The excavation of the pool bathhouse foundation is scheduled to begin next week and pouring of the pool walls the following week.

### **Newell Street HVAC Replacement**

Testing and Balancing of the System and the distribution of O&M Manuals is scheduled for completion this week.

### **JB Wise Retaining Wall Project**

Driscoll Masonry has completed the removal of plant life and debris and is cleaning the existing limestone retaining wall. Mortar Mix Samples were created for color selection with Sample #7 selected as the closest match to the existing mortar. Driscoll Masonry is continuing to scaffold and tent the stone walls for applying heat to the work area in maintaining temperature above 50 degrees Fahrenheit for at least 48 hours after completion of work.

### **Watertown City Court Expansion Project**

BCA Architects is the Architectural Design Firm for this project. Drawings are in Design Phase. The Administrative Judge and General Council has 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.

### **Black River Parkway/Commerce Park Drive**

Payment 1 is processed and was sent out this week to the contractor change order 1 is on agenda for December 2<sup>nd</sup>, 2019.

**Parks and Recreation**



On Wednesday, November 13<sup>th</sup> both Erin Gardner and Scott Weller attended Workforce Connections (Workforce 2020), held at the Watertown Airport. They had the opportunity to talk with and conduct mock interviews with many students from surrounding school districts. This event provides students with interview experience and highlights opportunities throughout the North Country.

Watertown Minor Hockey Association is hosting their Bantam Tournament (14U) November 15, 16 & 17. Teams from the surrounding area and Canada will be participating.



On Thursday, November 14<sup>th</sup> Erin Gardner attended the Placemaking Summit in Clayton. The purpose of the event was to educate community leaders on best practices in Placemaking and already successful programs here in the North Country. The hope was that through networking and learning, communities can take the next steps in creating thriving downtowns. She attended the special events session during the afternoon.



## **Planning Department**

### **City Council New Business**

What can members of the public do if they feel that a City-owned tree located adjacent to their property is potentially hazardous?



If a member of the public feels a City-owned tree or a portion thereof is potentially hazardous, they are encouraged to contact the City's Planning and Community Development Department and/or the Department of Public Works to schedule an evaluation of the tree. If staff determines that the tree in question or a portion thereof presents a hazard, necessary work to eliminate such hazard(s) will be prioritized based on level of risk determined at the time of inspection.

### **Crow Harassment**

Loomacres Wildlife Management conducted its first crow harassment efforts of the season last Friday night. Loomacres reported significant roosting along Academy and Gotham Streets and estimated the largest flock size at approximately 5,000 birds. Staff will schedule Loomacres for another single-night visit in late November/early December before transitioning to back-to-back nights of harassment as the calendar moves into mid-Winter.



Staff received a phone call from a representative of Boralex, a renewable energy company who is considering a proposed 120 Megawatt solar farm development project just outside the City in the Town of Watertown and Town of Hounsfield. While the project does not consist of any lands within the City of Watertown, Boralex reached out to us as an adjacent municipality to be sure that the City is involved and informed regarding the development. Boralex is hosting several Open House events next week as an opportunity to inform stakeholders and the community about the project and receive initial feedback to incorporate into their development. The public is welcome to attend.

The details of the open house events are below:

#### **Tuesday, November 19**

Watertown Fire Department  
22825 County Route 67  
Watertown, NY 13601  
11 am–1 pm | 5 pm–7 pm

#### **Wednesday, November 20**

American Legion  
209 Ambrose Street  
Sackets Harbor, NY 13685  
11 am–1 pm | 5 pm–7 pm

## **Police Department**

Speed detail was conducted by marked patrols in the area of the NewDay Day Care (Franklin Street side) from November 8 to November 12, 2019 during both day and night shifts. Patrols tracked speeds of approximately 250 vehicles with the highest speed recorded at 37 mph. The average vehicle speed for this section of Franklin Street was approximately 20 mph. Six vehicles were recorded at 5 mph over the posted speed limit with none more than 10 mph.

## **Water Department**

### **Hydroelectric**

Excitation System – ABB sent down A Commissioning Engineer who was on-site November 9<sup>th</sup> to finish the commissioning of unit 3 and perform some minor repairs:

The commissioning was completed on November 9th and all three units are running and producing power.

The power factor program, for all three units, was updated to solve an issue with the program calculating the wrong current production amount.

The analog meter on unit one was replaced because the existing one was giving incorrect reading, and could not be recalibrated.

An issue with the RTD thermal couples on units 1 and 3 remains but does not affect production. Electricians will be on site next week to work on the problem.

### **Water Treatment**

We received a letter from the Tug Hill Commission thanking the Water Department for their support of the Black River Trash Bash, an event which began in 2009 that has collected 5,700 pounds of garbage in the Black River Watershed. This year's local event was held at the City's Waterworks Park, where volunteers collected food wrappers/containers, cigarette butts, beverage containers, diapers, and other garbage. The Water Treatment Plant staff collected the garbage and disposed of it.

### **Water Distribution**

Since the WWNY report regarding the lead service line replacement project, the department has received more than 50 new applications/emails/phone calls and at least 10 of those are eligible for replacement, which will be done next year.

### **Department**

The City will attend a presentation by an Energy Performance Contractor on Friday. This will be the second of two. Energy Performance Contracts could benefit the City by identifying facility improvements, reducing operating expenses, reducing maintenance and guaranteeing outcomes/savings.

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**Comptroller's Department**

**Sales Tax**

Sales tax revenue was up \$75,898 or 5.33% compared to last October. In comparison to the original budget projection for the month, sales tax was up \$34,852 or 2.38%. The year-to-date actual receipts are up \$327,601 or 4.80%, while the year-to-date receipts on a budget basis are up \$146,405 or 2.09%. Please note that this month's payment is an estimate from the State and will be reconciled with the payment received in January.

	<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	\$ 1,499,868	\$ 75,898	5.33%
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	<u>\$ 1,789,321</u>	<u>\$ 1,821,198</u>	<u>\$ 2,051,011</u>	<u>\$ 1,864,710</u>	<u>\$ -</u>	<u>\$ -</u>	
YTD	<u>\$ 17,068,193</u>	<u>\$ 17,816,807</u>	<u>\$ 18,424,974</u>	<u>\$ 18,746,071</u>	<u>\$ 7,157,499</u>	<u>\$ 327,601</u>	<u>4.80%</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	\$ 1,499,868	\$ 34,852	2.38%
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>\$ 7,157,499</u>	<u>\$ 146,405</u>	<u>2.09%</u>

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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 October, the sale of surplus hydro-electric power on an actual to actual basis was down \$101,043 or 31.26%. In comparison to the budget projection for the month, revenue was down \$122,684. The year-to-date actual revenue is up \$251,441 or 67.11%, while the year-to-date revenue on a budget basis is up \$246,649 or 65.00%. The hydro-electric facility was planned to be shut down in August and September for planned capital improvements. It was shut down in late October – early November 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	\$ 222,218	(\$101,043)	(31.26%)
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>\$ 626,115</u>	<u>\$ 251,441</u>	<u>67.11%</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	\$ 222,218	(\$122,684)	(35.57%)
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>\$ 626,115</u>	<u>\$ 246,649</u>	<u>65.00%</u>