

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, May 17, 2021

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, May 17, 2021, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

The City Council meeting is open to the public. All attendees must enter through the Sterling Street entrance and sign in. Each attendee must wear a mask while moving around but may remove it when seated with 6-foot spacing.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- | | |
|--------------------|---|
| Resolution No. 1 - | Reappointment to the Empire Zone Administrative Board - Joseph M. Butler, Jr. |
| Resolution No. 2 - | Reappointment to the Empire Zone Administrative Board - Anthony Doldo |
| Resolution No. 3 - | Accepting Bid for Janitorial Services for DPW, Meola Enterprises |
| Resolution No. 4 - | Accepting Bid for Fire Department Fire Apparatus Tools, Jerome Fire Equipment Co. |
| Resolution No. 5 - | Approving the Memorandum of Understanding between the City and the Watertown Downtown Business Association For the Veterans' Memorial Riverwalk Mural Art Project |
| Resolution No. 6 - | Amending the Rules of Council Contained at Chapter A321 of the Watertown City Code to Establish Rules of Conduct for Privilege of the Floor |

Resolution No. 7 - Appointment to the Development Authority of the North Country, Mary R. Doheny

ORDINANCES

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. Reduction of Fees for Bravo Italiano Festival
2. Scheduling a Public Hearing on the Proposed Amendment to the City's 2020 Community Development Block Grant Annual Action Plan
3. NYSDEC Municipal Separate Storm Sewer Systems (MS4) Annual Report

NEW BUSINESS

EXECUTIVE SESSION

WORK SESSION

Next Work Session is scheduled for Monday, May 24, 2021, at 6:00 p.m.

ADJOURNMENT

Adjourn to May 24, 2021, at 6:00 p.m.

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, JUNE 7, 2021.

Res Nos. 1 and 2

May 12, 2021

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, City Manager
Subject: Empire Zone Administrative Board Reappointments

At the request of City Council, Staff has reached out to the two individuals, and they have agreed to serve another term. The attached resolutions have been prepared reappointing the following individuals to the Empire Zone Administrative Board for three-year terms, such terms expiring on May 31, 2024:

Joseph M. Butler, Jr.
Anthony Doldo

May 17, 2021

RESOLUTION

Page 1 of 1

Reappointment to the Empire Zone
Administrative Board - Joseph M. Butler, Jr.

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

Total

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Introduced by

WHEREAS New York State has designated an Empire Zone pursuant to Article 18-b of the New York State General Municipal law within the Town of Watertown and the City of Watertown on July 27, 1994, and

WHEREAS Article 18-b of the New York State General Municipal law requires that an Empire Zone Administrative Board be in place to oversee the operation of said Empire Zone,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reappoints to the Empire Zone Administrative Board, as the City representative, for a three-year term expiring May 31, 2024:

Joseph M. Butler, Jr.
335 Ten Eyck Street
Watertown, New York 13601

Seconded by

May 12, 2021

RESOLUTION

Page 1 of 1

Reappointment to the Empire Zone
Administrative Board - Anthony Doldo

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

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Introduced by

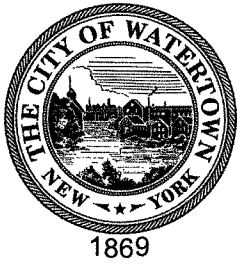
WHEREAS New York State has designated an Empire Zone pursuant to Article 18-b of the New York State General Municipal law within the Town of Watertown and the City of Watertown on July 27, 1994, and

WHEREAS Article 18-b of the New York State General Municipal law requires that an Empire Zone Administrative Board be in place to oversee the operation of said Empire Zone,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby reappoints to the Empire Zone Administrative Board, as an at large representative, for a three-year term expiring May 31, 2024:

Anthony Doldo
119 Breen Avenue
Watertown, New York 13601

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 302, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL DMorrow@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 782-9014

Dale Morrow
Purchasing Manager

Res No. 3

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Dale Morrow, Purchasing Manager
SUBJECT: Bid #2021-12 – Janitorial Services for DPW - Letter of Recommendation
(557 Newell St., Maintenance Garage and 521 Newell St., DPW Main Building)
DATE: 05/7/21

The City's Purchasing Department advertised in the Watertown Daily Times on April 6, 2021, calling for sealed bids for Janitorial Services for DPW in the City of Watertown, as per City specifications.

The Purchasing Department also issued Invitations to Bid to (36) thirty-six cleaning services. The City received one (1) sealed bid submittal. The Purchasing Department publicly opened and read the sealed bid on May 6, 2021, at 11:00 am local time. The bid tabulation for the bid is attached.

DPW and the Purchasing Department reviewed the response to ensure that they complied with the specifications.

Staff recommends that City Council award the bid for the Janitorial Services for DPW to Meola Enterprises, Gouverneur, New York, as the lowest responsive responsible bidder at \$28,860.

A resolution for Council consideration is attached.

RESOLUTION

Page 1 of 1

Accepting Bid for Janitorial Services
for DPW, Meola Enterprises

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member RUGGIERO, Lisa L.
Council Member SPAZIANI, Leonard G.
Mayor SMITH, Jeffrey M.
Total.....

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Introduced by

WHEREAS the City Purchasing Department has advertised and received sealed bids for Janitorial Services for DPW, as per City specifications, and

WHEREAS bid invitations were also issued to qualified bidders with one (1) sealed bid submitted to the Purchasing Department, and

WHEREAS on Thursday, May 6, 2021, at 11:00 a.m., the bid received was publicly opened and read, and

WHEREAS City Purchasing Manager Dale Morrow reviewed the bid received with DPW, and it is their recommendation that the City Council accept the bid submitted by Meola Enterprises,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of Meola Enterprises in the amount of \$28,860 for Janitorial Services for DPW as the lowest qualified bidder meeting our specifications, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to Meola Enterprises.

Seconded by

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|--|-------------------|
| DPW Janitorial Services | Meola Enterprises |
| | Gouverneur, NY |
| 557 Newell St, Maintenance Garage (Per Month) | \$1,365.00 |
| 521 Newell St., DPW Main Bldg. (Per Month) | \$1,040.00 |
| Total Bid Price Per Month | \$2,405.00 |
| Additional Services Upon Request at 557 Newell St | |
| Clean and wax tile floors | \$1,250.00 |
| Wash windows and door glass, inside and out, to include display case, all interior and shop entry doors (6) | \$75.00 |
| Scrub bathroom tile floors | \$150.00 |
| Additional Services Upon Request at 521 Newell St | |
| Clean and wax any tile floor upstairs | \$650.00 |



CITY OF WATERTOWN, NEW YORK

ROOM 302, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL DMorrow@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 782-9014

Dale Morrow
Purchasing Manager

Res No. 4

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Dale Morrow, Purchasing Manager
SUBJECT: Bid #2021-19 – Letter of Recommendation – FD Fire Apparatus Tools
DATE: 05/10/21

The City's Purchasing Department advertised in the Watertown Daily Times on April 22, 2021, calling for sealed bids from qualified bidders for the purchase and delivery of new and unused fire apparatus tools for use by the City of Watertown Fire Department, as per City specifications.

The funding for the hose was awarded through the FEMA's Assistance to Fire Fighters Grant (AFG) Program. The grant is in the amount of \$88,152, with the City match being 10% or \$8,815. An earlier bid resulted in acquiring fire hoses and various fire apparatus from three vendors in the amount of \$81,510.35.

The Purchasing Department also issued Invitations to Bid to eight (8) vendors. The City received one (1) sealed bid submittal. The Purchasing Department publicly opened and read the sealed bid on May 5, 2021, at 2:00 pm local time. The bid tabulation for the bid is shown below.

| | FD Fire Apparatus Tools | Qty. | Jerome Fire Equipment Co | |
|----------|-------------------------|--------|--------------------------|----------------|
| | | | Clay, NY | |
| | | | Unit Price | Extended Price |
| Item No. | | UOM | | |
| 1 | Intake Relief Valve | Est. 2 | \$1,657.90 | \$3,315.80 |
| 2 | Gated Wye | Est. 2 | \$902.70 | \$1,805.40 |
| 3 | Nozzle ball shutoff | Est. 4 | \$218.50 | \$874.00 |
| 4 | Nozzle tip | Est. 4 | \$385.25 | \$1,541.00 |
| | | | | |
| | Total Bid Price | | | \$7,536.20 |

The City Fire Department and the Purchasing Department reviewed the responses to ensure that they complied with the specifications.

Staff recommends that City Council award the bid for the FD Fire Apparatus Tools to Jerome Fire Equipment Co. as the lowest responsive responsible bidder at \$7,536.20.

A resolution for Council consideration is attached.

RESOLUTION

Page 1 of 1

Accepting Bid for Fire Department
Fire Apparatus Tools,
Jerome Fire Equipment Co.

Council Member COMPO, Sarah V.
Council Member HENRY-WILKINSON, Ryan J.
Council Member RUGGIERO, Lisa A.
Council Member SPAZIANI, Leonard G.
Mayor SMITH, Jeffrey M.
Total.....

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Introduced by

WHEREAS the City Purchasing Department has advertised and received sealed bids for fire apparatus tools, as per City specifications, and

WHEREAS bid invitations were also issued to qualified bidders with one (1) sealed bid submitted to the Purchasing Department, and

WHEREAS on Wednesday, May 5, 2021, at 2:00 p.m., the bid received was publicly opened and read, and

WHEREAS City Purchasing Manager Dale Morrow reviewed the bid received with the Fire Chief, and it is their recommendation that the City Council accept the bid submitted by Jerome Fire Equipment Co.,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York, accepts the bid submitted by Jerome Fire Equipment Co. as the lowest qualifying bidder meeting our specifications in the amount of \$7,536.20, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to Jerome Fire Equipment Co.

Seconded by

May 11, 2021

To: The Honorable Mayor and City Council

From: Michael Lumbis, Planning and Community Development Director

Subject: Approving the Memorandum of Understanding between the City and the Watertown Downtown Business Association for the Veterans' Memorial Riverwalk Mural Art Project

Last fall, the City Council informally agreed to allow the Watertown Downtown Business Association (DBA) to create a mural art program on the retaining wall on the east end of the Veterans' Memorial Riverwalk. Staff has prepared a Memorandum of Understanding between the City and the DBA formally granting them permission to create a series of murals along the retaining wall of the Veteran's Memorial Riverwalk. The addition of the murals to the Riverwalk will create a cultural destination with a dynamic gallery of art that changes over time.

The Riverwalk Mural Art Project will be a mixture of professional, student, and community murals in a gallery meant to be enjoyed for years. Each piece will be painted on panels affixed to the retaining wall on the east end of the Veterans' Memorial Riverwalk. The art will be painted on removable panels, which can be replaced to make space for new art as needed. This cycle will ensure that the gallery will be dynamic and interesting to continue to attract visitors for years to come.

The idea of creating murals on the retaining wall of the walkway was one of the Priority 2 Goals in the recently completed Downtown-Riverfront Connection Feasibility Study as a way to improve the aesthetics of the Riverwalk and make it feel more welcoming. The DBA's project will directly implement the City's goal of improving our riverfront parks.

A Memorandum of Understanding between the City of Watertown and the Downtown Business Association for the Veterans' Memorial Riverwalk Mural Art Program has been drafted and is attached for Council's review.

The resolution prepared for City Council consideration approves the proposed MOU and authorizes the Mayor to sign it on behalf of the City Council.

RESOLUTION

Page 1 of 1

Approving the Memorandum of Understanding between the City and the Watertown Downtown Business Association For the Veterans' Memorial Riverwalk Mural Art Project

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

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Introduced by

WHEREAS last fall, the City Council informally agreed to allow the Downtown Business Association (DBA) to create a mural art program on the retaining wall on the east end of the Veterans' Memorial Riverwalk, and

WHEREAS the Riverwalk Mural Art Project will be a mixture of professional, student, and community murals in a gallery meant to be enjoyed for years, and

WHEREAS the idea of creating murals on the retaining wall of the walkway was one of the Priority 2 Goals in the recently completed Downtown-Riverfront Connection Feasibility Study as a way to improve the aesthetics of the Riverwalk and make it feel more welcoming, and

WHEREAS a Memorandum of Understanding between the City of Watertown and the Downtown Business Association for the Veterans' Memorial Riverwalk Mural Art Program has been prepared,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Memorandum of Understanding with the Downtown Business Association for the Veterans' Memorial Riverwalk Mural Art Program, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the Mayor, Jeffrey M. Smith, is hereby authorized and directed to sign the Memorandum of Understanding for the Veterans' Memorial Riverwalk Mural Art Program on behalf of the City.

Seconded by

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF WATERTOWN
AND
WATERTOWN DOWNTOWN BUSINESS ASSOCIATION
FOR THE VETERANS' MEMORIAL RIVERWALK MURAL ART PROJECT**

THE CITY OF WATERTOWN ("City") desires to establish a means by which it can work together with the **WATERTOWN DOWNTOWN BUSINESS ASSOCIATION** ("DBA") to create a series of murals along the retaining wall of the Veterans' Memorial Riverwalk located in Watertown, NY. The goal is to make Downtown Watertown the cultural center of the North Country with the public art.

I. Purpose:

The purpose of this Memorandum of Understanding is to establish a means by which the City and the DBA can work together to create a series of murals along the retaining wall of the Veterans' Memorial Riverwalk. The addition of the murals to the Riverwalk will create a cultural destination with a dynamic gallery of art that changes over time.

II. Agreement:

The **City** agrees to undertake the following:

- Allow the DBA to create a Mural Arts Program on the retaining wall at the Veterans' Memorial Riverwalk consisting of removable panels created by local artists and community groups.
- Approve the design and selection of the materials and installation methods for the panels and hardware that will be mounted along the Riverwalk wall.
- Oversee the construction and installation of the art panels along the Riverwalk wall.
- Provide basic routine maintenance of the retaining wall and the removal of any trash or debris that may accumulate along the Riverwalk.

The **DBA** agrees to undertake the following:

- Procure and purchase the panels to be used for the murals and provide information to the City for approval prior to mounting along the wall.
- Procure and purchase all hardware and related materials as well as labor for the mounting of the panels onto the Riverwalk wall.

- Purchase paint and other materials required for the creation of the murals.
- Provide maintenance of the panels and artwork as needed.
- Serve as the lead entity and work in conjunction with the other Mural Art Project partners and artists to create the murals.

III. General Conditions:

Assignment: Neither party shall assign, transfer, convey or otherwise dispose of this agreement or any of their rights, title or interest therein or the power to execute this agreement without the prior written consent of the other party.

Conflict of Interest Clause: **DBA** assures that no person under its employ who exercises any functions or responsibilities in connection with City of Watertown funded projects or programs have any personal financial interests, direct or indirect in this agreement.

Executory Clause: It is understood by and between the parties hereto that this Agreement shall be deemed executory to the extent of the monies available* to the **City** and no liability on account thereof shall be incurred by the **City** beyond monies available for the purpose thereof.

*General Municipal Law 109-b: "available" in an executory clause" relates to the appropriation of funds by the Legislature and the allocation of such funds by the appropriate officer or body such that the unavailability is dependent upon a legislative or budgetary determination or directive not to provide funds for the expenditure in question."

Independent Contractor (non-employee): The relationship of **DBA** to the **City** arising out of this Agreement shall be that of an Independent Contractor. **DBA**, in accordance with its status as an Independent Contractor, covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of the **City** by reason hereof, and that it will not by reason hereof, make any claim, demand or application for any right or privilege applicable to an officer or employee of the **City**, including, but not limited to worker's compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership of credit.

Liability:

a) **DBA** shall hold and save the **City of Watertown**, its official agents and employees harmless from liability of any nature or kind, including costs and expenses, for, on account of any suits or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the **DBA**. The **DBA** shall not hold itself out as representing the **City** or binding the **City** in any agreement.

b) The **City of Watertown** shall hold and save the **DBA**, its official agents and employees harmless from liability of any nature or kind, including costs and expenses, for, on account of any suit or damages sustained by any persons or property resulting in whole or in part from the negligent performance or omission of any employee, agent or representative of the City of Watertown during the Mural Art Project.

c) **DBA** agrees that it shall have full and adequate liability insurance at all times in the minimum amounts of \$1,000,000 individual and \$2,000,000 aggregate, naming the **City** as an additional insured.

Modification and Termination:

a) **DBA** agrees to submit a written request to modify any portion of this agreement.

b) **City** agrees to respond to any reasonable request within five (5) working days.

c) **City** reserves the right to make a modification to this agreement as specified in the terms of this agreement.

d) **DBA** agrees to attempt to resolve disputes arising from this agreement by administrative processes and negotiation in lieu of litigation.

This proposal shall serve as the agreement between the **City** and **DBA**. The **City** or **DBA** may terminate this agreement for convenience upon thirty days' written notice, certified mail, return receipt requested.

City of Watertown
By: Jeffrey Smith, Mayor

Date

Downtown Business Association
By: Joseph Wessner, President

Date

Res No. 6

May 12, 2021

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Amending the Rules of Council Contained at Chapter A321 of the Watertown City Code to Establish Rules of Conduct for Privilege of the Floor

At the request of Mayor Smith, the attached resolution has been prepared for Council consideration to place a limit of three (3) minutes on Privilege of the Floor. It also prohibits those running for public office from using the Privilege of the Floor for the purpose of "politicking."

RESOLUTION

Page 1 of 2

Amending the Rules of Council
Contained at Chapter A321 of the
Watertown City Code to Establish
Rules of Conduct for Privilege of
the Floor

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

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Introduced by

WHEREAS, Chapter A321 of the Code of the City of Watertown establishes Rules of Council for the conduct of its regularly scheduled meetings; and

WHEREAS, Section A321-3 of the Rules of Council establishes the “order of business” for each such meeting; and

WHEREAS, the “order of business” includes an item identified as “privilege of the floor,” whereby individual attendees of a City Council meeting are allowed to address the Council on matters of importance to them as it relates to City business; and

WHEREAS, while “privilege of the floor” is encouraged by such organizations as the New York Conference of Mayors as a means of allowing persons to address their public officials, there is no requirement that an elected body extend that privilege; and

WHEREAS, the City Council desires to continue the practice of allowing “privilege of the floor,” but desires to establish some boundaries concerning time limits, issues to be discussed, and the avoidance of “politicking” by speakers, the City Council and the City of Watertown hereby amends City Code Section A321-3 to add the following:

PRIVILEGE OF THE FLOOR - RULES PERTAINING TO THE PRIVILEGE

a. A speaker’s time shall be limited to three (3) minutes, which time may be extended, upon request of the speaker, at the Mayor’s discretion;

RESOLUTION

Page 2 of 2

Amending the Rules of Council
Contained at Chapter A321 of the
Watertown City Code to Establish
Rules of Conduct for Privilege of
the Floor

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

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b. Speakers are to limit the content of their comments to matters concerning which City Council, on behalf of the City, has discretion or control; and

c. Speakers shall not engage in politicking for public office.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Watertown, that these rules shall take effect immediately.

Seconded by

Res No. 7

May 12, 2021

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Appointment to the Development Authority of the North Country,
Mary R. Doheny

At the request of Mayor Smith, Mary R. Doheny was contacted and has agreed to serve a four-year term on the Development Authority of the North Country Board to replace John B. Johnson, Jr., who has elected not to continue. This term would expire June 5, 2025.

Attached is a Resolution for Council consideration.

RESOLUTION

Page 1 of 1

Appointment to the Development Authority
of the North Country, Mary R. Doheny

Council Member COMPO, Sarah V.

Council Member HENRY-WILKINSON, Ryan J.

Council Member RUGGIERO, Lisa A.

Council Member SPAZIANI, Leonard G.

Mayor SMITH, Jeffrey M.

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Introduced by

RESOLVED that the following individual is appointed to the Development
Authority of the North Country for a four-year term, such term expiring on June 5, 2025:

Mary R. Doheny
303 Paddock Street
Watertown, New York 13601

Seconded by

May 11, 2021

To: The Honorable Mayor and City Council

From: Scott Weller, Superintendent of Parks and Recreation

Subject: Reduction of Fees for Bravo Italiano Festival

On April 14, 2021, a letter was received from Julian Alteri, Chairman of the Bravo Italiano Festival, seeking a reduction in fees for this year's event. Their last contract of three years expired in 2020. Throughout the previous contract, an annual fee of \$3,500 was charged for use of the Arena. Stating difficulties stemming from the pandemic, Mr. Alteri is asking Council to consider a fee of \$2,500 for this year's event. He has also expressed interest in establishing another multi-year contract.

To maintain consistency, I do not recommend reducing this year's fees. However, given that the festival was not held in 2020, my recommendation is to extend the previous contract by one year, thus charging \$3,500. A similar approach was taken with the Watertown Rapids, who were granted a one-year contract extension. Rate increases are being proposed for all other groups who have contracts expiring this year.

Additionally, I recommend that a new long-term contract be negotiated with the Bravo Italiano Festival that would begin in 2022.

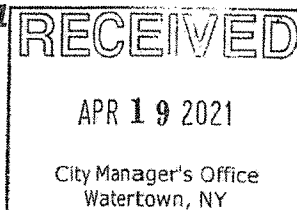
Attached is a copy of their request for consideration.



Italian American Civic Association

192 Bellew Ave.

Watertown, NY 13601



cc: Ken Mix
Scott Weller

April 14, 2021

Dear Mayor Smith,

Planning has begun for the 2021 Bravo Italiano Festival! As limitations and mandates are becoming more flexible as we transition in our community from the pandemic, the Bravo Italiano Festival committee is reaching out. Our previous three-year contract with the City was for a full weekend in August and at a cost of \$3,500 annually.

With the fiscal impact of the pandemic on our club and its inability to schedule and host events, our organization depleted nearly all of its operating funds in order to keep the doors open. As a result, we are seeking a lower rental fee of \$2,500, at least for this year's event. We would also like to establish another multi-year contract for the event.

As we have valued our collaboration with the City, and hope to continue our relationship into the future, we hope we can come to a compromise in regards to the rental fee for the 2021 event.

We thank you for your consideration and please feel free to contact me directly with any questions or concerns.

Sincerely,

Julian Alteri
Chairman, 2021 Bravo Italiano Festival
315-405-1617
julianmalteri@hotmail.com

May 11, 2021

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Scheduling a Public Hearing on the Proposed Amendment to the City's 2020 Community Development Block Grant Annual Action Plan

As the City Council is aware, the City of Watertown has been allocated \$822,582 in Community Development Block Grant Coronavirus (CDBG-CV) funds from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). This funding was awarded to the City last year in two separate funding rounds of \$541,672 and \$280,910.

The City Council approved a plan last summer for the first round of funding that included several infrastructure projects, as well as funding for local food pantries. After approving the plan, United States Department of Housing and Urban Development (HUD) advised the City that some of our infrastructure projects, while CDBG eligible, did not have enough of a direct connection to Coronavirus as required by the CARES Act.

With the additional guidance from HUD, the original plan has to be rewritten, except for the four food pantry grants, and the City Council and Staff have been working on developing a new plan for the remaining portion of the funding.

The City now has to develop a new plan describing how it proposes to use the remaining CDBG-CV funding and then submit that plan to (HUD) in the form of an amendment to the City's 2020 Annual Action Plan. In the amendment, the City must describe how each proposed activity is an eligible use of CDBG funds, meets a HUD National Objective, and how it will help the City prepare for, prevent and/or respond to Coronavirus.

The City Council has expressed a desire to utilize the City's CDBG-CV funding towards several activities including a Small Business Emergency Relief Program, as well as additional funding for the food pantries, among others.

Staff has been working on the various components of the plan and while the entire amendment is not quite finished, we are able to start the amendment process. One of the first steps is for the City Council to hold a public hearing.

Staff therefore recommends that the City Council schedule a public hearing for **Monday, June 7, 2021, at 7:15 p.m.** to hear public comment on the proposed amendment to the City's 2020 CDBG Annual Action Plan. At that meeting, we plan to have more detail on the various projects in a report to the City Council.

May 12, 2021

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: NYSDEC Municipal Separate Storm Sewer Systems (MS4) Annual Report

The attached draft report has been prepared by City staff in coordination with the Jefferson County Soil and Water Conservation District. The draft is available for public review and comment on the City website www.watertown-ny.gov or by contacting the Water Superintendent at 315-785-7757 or vmurphy@watertown-ny.gov.

At the close of business on May 31, 2021, this draft will be formally submitted, with all relevant comments, to the NYSDEC and to the Jefferson County Soil and Water Conservation District.

MS4 Annual Report Cover Page

MCC form for period ending March 9, 2021

This cover page must be completed by the report preparer.
Joint reports require only one cover page.

SPDES ID

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Choose one:

☒ This report is being submitted on behalf of an individual MS4.

Fill in SPDES ID in upper right hand corner.

Name of MS4

C i t y o f W a t e r t o w n

OR

☐ This report is being submitted on behalf of a Single Entity

(Per Part II.E of GP-0-10-002)

Name of Single Entity

OR

☐ This is a joint report being submitted on behalf of a coalition.

Provide SPDES ID of each permitted MS4 included in this report. Use page 2 if needed.

Name of Coalition

SPDES ID

N Y R 2 0 A

SPDES ID

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SPDES ID

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SPDES ID

N Y R 2 0 A

SPDES ID

N Y R 2 0 A

SPDES ID

N Y R 2 0 A

MS4 Annual Report Cover Page

MCC form for period ending March 9, 2021

Provide SPDES ID of each permitted MS4 included in this report.

SPDES ID
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N Y R 2 0 A

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2021

Name of MS4 City of Watertown

SPDES ID

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|---|---|---|---|---|---|---|---|---|

Each MS4 must submit an MCC form.

Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

[illegible]

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 2 1

Name of MS4 City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name

K e n n e t h

MI

A

Last Name

M i x

Title

C i t y M a n a g e r

Address

2 4 5 W a s h i n g t o n S t r e e t

City

W a t e r t o w n

State

N Y

Zip

1 3 6 0 1 -

eMail

k m i x . @ w a t e r t o w n - n y . g o v

Phone

(3 1 5) 7 8 5 - 7 7 3 0

County

j e f f e r s o n

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 2 1

Name of MS4 City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

Section 2 - Contact Information

Important Instructions - Please Read

Contact information must be provided for each of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
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For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official
- ☒ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☒ Stormwater Management Program (SWMP) Coordinator
- ☒ Report Preparer

First Name

V i c k y

MI

L

Last Name

M u r p h y

Title

W a t e r s u p e r i n t e n d e n t

Address

2 4 5 W a s h i n g t o n S t r e e t

City

W a t e r t o w n

State

N Y

Zip

1 3 6 0 1 -

eMail

v m u r p h y @ w a t e r t o w n - n y . g o v

Phone

(3 1 5) 7 8 5 - 7 7 5 7

County

j e f f e r s o n

MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2 0 2 1

Name of MS4 City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

J e f f e r s o n C o u n t y S t o r m w a t e r

Partner/Coalition Name (con't.)

C o a l i t i o n

SPDES Partner ID - If applicable

N Y R 2 0 A 5 6 5

Address

P O B o x 1 3 9

City

W a t e r t o w n

State

N Y

Zip

1 3 6 0 1 -

eMail

c w a t k i n s @ c e n t r a l n y . t w c b c . c o m

Phone

() -

Legally Binding Agreement in accordance
with GP-0-08-002 Part IV.G.? ☐ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

● MM1 S e e S W M P

● MM2 S e e S W M P

○ MM3

○ MM4

○ MM5

○ MM6

Additional tasks/responsibilities

○ Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2 0 2 1

Name of MS4 City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

Section 4 - Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

K e n n e t h

MI

A

Last Name

M i x

Title (Clearly print title of individual signing report)

C i t y M a n a g e r

Signature



Date

0 5 / 1 0 / 2 0 2 1

Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator
Division of Water
4th Floor
625 Broadway
Albany, New York 12233-3505

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

| | | | |
|---|---|---|---|
| 2 | 0 | 2 | 1 |
|---|---|---|---|

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

| | | | | | | | | |
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Water Quality Trends

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s are contributed to this report?

1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One. ☐ Yes

☐ Yes ☒ No

If Yes, choose one of the following

- ☐ Report(s) attached to the annual report
☐ Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

[illegible]

URL

[illegible]

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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Minimum Control Measure 1. Public Education and Outreach

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|--|
| | | |
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1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- ☒ Construction Sites
 - ☒ General Stormwater Management Information
 - ☐ Household Hazardous Waste Disposal
 - ☐ Illicit Discharge Detection and Elimination
 - ☐ Infrastructure Maintenance
 - ☐ Smart Growth
 - ☐ Storm Drain Marking
 - ☒ Green Infrastructure/Better Site Design/Low Impact Development
 - ☐ Other:
 - ☒ Pesticide and Fertilizer Application
 - ☐ Pet Waste Management
 - ☐ Recycling
 - ☒ Riparian Corridor Protection/Restoration
 - ☒ Trash Management
 - ☐ Vehicle Washing
 - ☐ Water Conservation
 - ☐ Wetland Protection
 - ☐ None

[illegible]

Other

2. Specific audiences targeted during this reporting period:

- ☒ Public Employees ☒ Contractors
☒ Residential ☐ Developers
☐ Businesses ☒ General Public
☐ Restaurants ☐ Industries
☐ Other: ☐ Agricultural

[illegible]

Other:

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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| 2 | 0 | 2 | 1 |
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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| City of Watertown | | | | | | | | | | | | | | | | | | | |
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3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:

☐ Construction Site Operators Trained

Trained

| | | | | |
|--|--|--|--|--|
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☐ Direct Mailings

Mailings

| | | | | |
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☐ Kiosks or Other Displays

Locations

| | | | | |
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☐ List-Serves

In List

| | | | | |
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☒ Mailing List

In List

| | | | | |
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☐ Newspaper Ads or Articles

Days Run

| | | | | |
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| | | | | |
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☒ Public Events/Presentations

Attendees

| | | | | |
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| | | 1 | 5 | 0 |
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☐ School Program

Attendees

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

☐ TV Spot/Program

Days Run

| | | | | |
|--|--|--|--|--|
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☐ Printed Materials:

Total # Distributed

| | | | | |
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Locations (e.g. libraries, town offices, kiosks)

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☐ Other:

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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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3. Web Page con't.: Provide specific web addresses - not home page.

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URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

URI

[illegible]

URL

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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|---|---|---|---|
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|---|---|---|---|

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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|---|---|---|---|---|---|---|---|---|
| N | Y | R | 2 | 0 | A | 5 | 6 | 5 |
|---|---|---|---|---|---|---|---|---|

4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Did public education and outreach on BMP's for construction sites, general stormwater management, pesticide and fertilizer application, riparian corridor protection/restoration, trash management, and green infrastructure/better site design/low impact development.
Targeted public employees, residential, contractors, and general public for education and outreach.
Sent out 800 mailings.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

800 public education and outreach mailings.
150 attendees at public events/presentations.

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue public education and outreach to targeted audiences regarding construction sites, general stormwater management information, green infrastructure, pesticide and fertilizer application, pet waste management, recycling, and riparian corridor protection/restoration.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2021

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

Minimum Control Measure 2. Public Involvement/Participation

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report? 1

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

☒ Cleanup Events

Events 2

☐ Comments on SWMP Received

Comments

☐ Community Hotlines

Phone # () - Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

Phone # () -

☐ Community Meetings

Attendees

☒ Plantings

Sq. Ft. 1 4 5 8

☐ Storm Drain Markings

Drains

☒ Stakeholder Meetings

Attendees 1 0

☐ Volunteer Monitoring

Events

☐ Other:

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided?

☒ Yes ☐ No

☐ List-Serve

In List

☐ Newspaper Advertising

Days Run

☐ TV/Radio Notices

Days Run

☐ Other:

☒ Web Page URL: Enter URL(s) on the following two pages.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

| | | | |
|---|---|---|---|
| 2 | 0 | 2 | 1 |
|---|---|---|---|

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

| | |
|-----------------------|-------------------|
| Name of MS4/Coalition | City of Watertown |
|-----------------------|-------------------|

SPDES ID

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| N | Y | R | 2 | 0 | A | 5 | 6 | 5 |
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2. URL(s) con't.:

Please provide specific address(es) where notice(s) can be accessed - not home page.

URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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|---|---|---|---|
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
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2. URL(s) con't.:

Please provide specific address(es) where notices can be accessed - not home page.

URL .

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URL

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2021

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

N Y R 2 0 A 5 6 5

3. Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

☒ MS4/Coalition Office

☒ Annual Report ☒ SWMP Plan ☒ Comments

Department

W a t e r D e p a r t m e n t

Address

2 4 5 W a s h i n g t o n S t r e e t

City

W a t e r t o w n

Zip

N Y

-

Phone

(3 1 5) 7 8 5 - 7 7 5 7

☐ Library

☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

City

Zip

-

Phone

() -

☒ Other

☒ Annual Report ☒ SWMP Plan ☒ Comments

Address

E n g i n e e r i n g D e p a r t m e n t

City

W a t e r t o w n

Zip

N Y

-

Phone

(3 1 5) 7 8 5 - 7 7 4 0

☒ Web Page URL:

☐ Annual Report ☐ SWMP Plan ☐ Comments

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Please provide specific address of page where report can be accessed - not home page.

☒ eMail

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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 0 | 5 | / | 1 | 0 | / | 2 | 0 | 2 | 1 |
|---|---|---|---|---|---|---|---|---|---|

4.b. For how many days was/will this report be posted?

| | | |
|---|---|---|
| 3 | 6 | 5 |
|---|---|---|

If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

☒ Yes ☐ No

If Yes, what was the date of the meeting?

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 0 | 5 | / | 1 | 7 | / | 2 | 0 | 2 | 1 |
|---|---|---|---|---|---|---|---|---|---|

If No, is one planned?

☐ Yes ☐ No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?

☒ Yes ☐ No

If No, is one planned for each?

☐ Yes ☐ No

6. Were comments received during this reporting period?

☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Public participation of the SWMP via cleanup events, comments on SWMP, community meetings, plantings, storm drain markings, and stakeholder meetings

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Held two cleanup events.
Planted 1450 square feet of native plants.
10 attendees at stakeholder meetings.

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Hold cleanup events, native plantings, receive comments on SWMP, stakeholder meetings, and community meetings.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2021

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Name of MS4/Coalition

City of Watertown

SPDES ID

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Minimum Control Measure 3. Illicit Discharge Detection and Elimination

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|---|
| | | 1 |
|--|--|---|

1. Enter the number and approx. percent of outfalls mapped:

| | | | | | |
|--|--|---|---|---|---|
| | | 1 | 0 | 5 | 7 |
|--|--|---|---|---|---|

| | | | |
|---|---|---|---|
| 1 | 0 | 0 | % |
|---|---|---|---|

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

- | | |
|---|--|
| <input type="radio"/> Auto Recyclers | <input type="radio"/> Landscaping (Irrigation) |
| <input type="radio"/> Building Maintenance | <input type="radio"/> Marinas |
| <input type="radio"/> Churches | <input type="radio"/> Metal Plateing Operations |
| <input type="radio"/> Commercial Carwashes | <input checked="" type="radio"/> Outdoor Fluid Storage |
| <input type="radio"/> Commercial Laundry/Dry Cleaners | <input type="radio"/> Parking Lot Maintenance |
| <input type="radio"/> Construction Vehicle Washouts | <input type="radio"/> Printing |
| <input type="radio"/> Cross-Connections | <input type="radio"/> Residential Carwashing |
| <input type="radio"/> Distribution Centers | <input type="radio"/> Restaurants |
| <input type="radio"/> Food Processing Facilities | <input type="radio"/> Schools and Universities |
| <input type="radio"/> Garbage Truck Washouts | <input type="radio"/> Septic Maintenance |
| <input type="radio"/> Hospitals | <input type="radio"/> Swimming Pools |
| <input type="radio"/> Improper RV Waste Disposal | <input type="radio"/> Vehicle Fueling |
| <input type="radio"/> Industrial Process Water | <input checked="" type="radio"/> Vehicle Maint./Repair Shops |
| <input type="radio"/> Other: | <input type="radio"/> None |

[illegible]

○ Sewersheds:

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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3.b. What types of illicit discharges have been found during this reporting period?

- ☐ Broken Lines From Sanitary Sewer
- ☐ Cross Connections
- ☐ Failing Septic Systems
- ☐ Floor Drains Connected To Storm Sewers
- ☐ Illegal Dumping
- ☐ Other: _____
- ☐ Industrial Connections
- ☐ Inflow/Infiltration
- ☐ Pump Station Failure
- ☐ Sanitary Sewer Overflows
- ☐ Straight Pipe Sewer Discharges
- ☒ None

[illegible]

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

5. How many illicit discharges have been confirmed during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

7. Has the storm sewershed mapping been completed in this reporting period?

☐ Yes ☒ No

If No, approximately what percent was completed in this reporting period?

| | | | |
|---|---|---|---|
| 1 | 0 | 0 | % |
|---|---|---|---|

8. Is the above information available in GIS?

☒ Yes ☐ No

Is this information available on the web?

● Yes ○ No

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

| | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
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[illegible][illegible]

URL

[illegible][illegible][illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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8. URL(s) con't.:

Please provide specific address of page where map(s) can be accessed - not home page

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

URL

[illegible]

9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report? ☒ Yes ☐ No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? ☒ Yes ☐ No ☐ NT

- 11. What percent of staff in relevant positions and departments has received IDDE training?**

| | | | |
|---|---|---|---|
| 1 | 0 | 0 | % |
|---|---|---|---|

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

City of Watertown

SPDES ID

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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

100% of outfalls mapped, 100% of sewersheds mapped, 100% of storm sewer system mapped, 100% of outfalls inventoried, adoption and enforcement of local IDDE law or ordinance, 100% of employees trained on IDDE policies and procedures, generating sites inspected.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

100% of outfalls mapped
100% of sewersheds mapped
100% of storm sewer system mapped
Enforcement of local IDDE laws
Two generating sites inspected twelve times each

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Screen 21 outfalls for dry weather discharges
Conduct two industry inspections for IDDE
Attend IDDE training as necessary

MS4 Annual Report Form

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Name of MS4/Coalition

City of Watertown

SPDES ID

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Minimum Control Measures 4 and 5. Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|--|
| | | |
|--|--|--|

- 1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? ☒ Yes ☐ No
- 1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? ☒ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☐ 03/2006 ☒ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? ☒ Yes ☐ No
3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|
4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? ☒ Yes ☐ No ☐ NT
- If Yes, how many public comments were received during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|
5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? ☐ Yes ☒ No

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

| | | | | | | | | |
|--|---|--|--|--|--|--|--|---|
| <input type="radio"/> Notices of Violation | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Stop Work Orders | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input checked="" type="radio"/> Criminal Actions | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input checked="" type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Termination of Contracts | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Administrative Fines | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Civil Penalties | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |
| <input checked="" type="radio"/> Administrative Orders | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input checked="" type="radio"/> No Authority |
| | | | | | | | | |
| <input type="radio"/> Enforcement Actions or Sanctions | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | |
| | | | | | | | | |
| <input type="radio"/> Other | # | <table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | <input type="radio"/> No Authority |
| | | | | | | | | |

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|--|
| | | |
|--|--|--|

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

3. What percent of active construction sites were inspected during this reporting period? ☐ NT

| | | |
|---|---|---|
| 1 | 0 | 0 |
|---|---|---|

 %

4. What percent of active construction sites were inspected more than once? ☐ NT

| | | |
|---|---|---|
| 1 | 0 | 0 |
|---|---|---|

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? ☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? ☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? ☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2021

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition City of Watertown

SPDES ID

NYR20A565

6. con't.:

Submit additional pages as needed.

● MS4/Coalition Office

Department

City of Watertown Water Department

Address

245 Washington Street

City

Watertown NY

Zip

13601 -

Phone

(315) 785 - 7757

○ Library

Address

City

Zip

-

Phone

() -

○ Other

Address

City

Zip

-

Phone

() -

○ Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

www.watertown-ny.gov

URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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Name of MS4/Coalition

City of Watertown

SPDES ID

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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Number and type of enforcement actions
Number of construction sites inspected
Number of SWPPP's reviewed
Number of construction sites authorized for disturbance greater than or equal to 1 acre
Public comments received

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Local law adopted in 2017
100% of construction sites inspected
100% of construction sites inspected more than once

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Enforcement of local laws
Inspection of construction sites
Review of SWPPP's received
Review of public comments on SWPPP's

MS4 Annual Report Form

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Name of MS4/Coalition

City of Watertown

SPDES ID

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Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

| | |
|---|---|
| How many MS4s contributed to this report? | 1 |
|---|---|

- 1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?**

| | # Inventoried | # Inspections | # Times Maintained | | | | | | | | | |
|--|---|------------------|-----------------------|---|---|--|--|---|---|--|--|---|
| <input checked="" type="radio"/> Alternative Practices | <table border="1"><tr><td></td><td></td><td>5</td></tr></table> | | | 5 | <table border="1"><tr><td></td><td></td><td>5</td></tr></table> | | | 5 | <table border="1"><tr><td></td><td></td><td>5</td></tr></table> | | | 5 |
| | | 5 | | | | | | | | | | |
| | | 5 | | | | | | | | | | |
| | | 5 | | | | | | | | | | |
| <input checked="" type="radio"/> Filter Systems | <table border="1"><tr><td></td><td></td><td>5</td></tr></table> | | | 5 | <table border="1"><tr><td></td><td></td><td>0</td></tr></table> | | | 0 | <table border="1"><tr><td></td><td></td><td>0</td></tr></table> | | | 0 |
| | | 5 | | | | | | | | | | |
| | | 0 | | | | | | | | | | |
| | | 0 | | | | | | | | | | |
| <input type="radio"/> Infiltration Basins | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | |
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| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| <input type="radio"/> Open Channels | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | |
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| | | | | | | | | | | | | |
| <input type="radio"/> Ponds | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | |
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| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| <input type="radio"/> Wetlands | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| <input type="radio"/> Other | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | | <table border="1"><tr><td></td><td></td><td></td></tr></table> | | | |
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| | | | | | | | | | | | | |

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? ☒ Yes ☐ No

- 3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?**

- ☒ Building Codes
- ☒ Overlay Districts
- ☒ Zoning
- ☐ None
- ☐ Watershed Plans
- ☒ Municipal Comprehensive Plans
- ☐ Open Space Preservation Program
- ☒ Local Law or Ordinance
- ☒ Land Use Regulation/Zoning
- ☐ Other Comprehensive Plan

○ Other:

[illegible]

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☒ Yes ☐ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☒ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

| | | |
|--|--|---|
| | | 1 |
|--|--|---|

5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

 %

MS4 Annual Report Form

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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| N | Y | R | 2 | 0 | A | 5 | 6 | 5 |
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Enforcement of local law, number of post-construction stormwater management practices inventoried, number of post-construction stormwater management practices inspected, number of post-construction stormwater management practices maintained, number of stormwater management practices implemented, number of municipal staff trained on LID, BSD, and other green principles.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Municipal Comprehensive Plan adopted.
One new stormwater management practice was implemented.

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?
☒ Yes ☐ No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
☒ Yes ☐ No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Enforcement of local law, inspections of post-construction management practices, inventory of post-construction management practices, maintenance of post-construction management practices, attendance of training, use of non-structural practices for LID, BSD, and Green Infrastructure principles.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

| | | | | | | | | | | | | | | | | | | | |
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| City of Watertown | | | | | | | | | | | | | | | | | | | |
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Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4
☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|--|
| | | |
|--|--|--|

1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

| <u>Operation/Activity/Facility</u> | <u>Addressed in SWMP?</u> | <u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u> |
|---|---|---|
| Street Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Bridge Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Winter Road Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Salt Storage..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Solid Waste Management..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| New Municipal Construction and Land Disturbance.. | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Right of Way Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Marine Operations..... | <input type="radio"/> Yes <input checked="" type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Hydrologic Habitat Modification..... | <input type="radio"/> Yes <input checked="" type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Parks and Open Space..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Municipal Building..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |
| Stormwater System Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Vehicle and Fleet Maintenance..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Other..... | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input type="radio"/> No |

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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| N | Y | R | 2 | 0 | A | 5 | 6 | 5 |
|---|---|---|---|---|---|---|---|---|

2. Provide the following information about municipal operations good housekeeping programs:

- ☐ Parking Lots Swept (Number of acres X Number of times swept) # Acres

| | | | | |
|--|--|--|---|---|
| | | | 2 | 5 |
|--|--|--|---|---|
- ☐ Streets Swept (Number of miles X Number of times swept) # Miles

| | | | | |
|--|--|---|---|---|
| | | 4 | 4 | 6 |
|--|--|---|---|---|
- ☐ Catch Basins Inspected and Cleaned Where Necessary #

| | | | | |
|--|--|---|---|---|
| | | 3 | 0 | 7 |
|--|--|---|---|---|
- ☐ Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|
- ☐ Phosphorus Applied In Chemical Fertilizer # Lbs.

| | | | | |
|--|--|--|---|---|
| | | | 5 | 4 |
|--|--|--|---|---|
- ☐ Nitrogen Applied In Chemical Fertilizer # Lbs.

| | | | | |
|--|---|---|---|---|
| | 4 | 4 | 2 | 0 |
|--|---|---|---|---|
- ☐ Pesticide/Herbicide Applied (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.) # Acres

| | | | | | |
|--|--|--|---|---|--|
| | | | 0 | . | |
|--|--|--|---|---|--|

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

| | | | | |
|--|--|--|--|---|
| | | | | 0 |
|--|--|--|--|---|

4. What was the date of the last training?

| | | | | | | | | | |
|--|--|---|--|--|---|--|--|--|--|
| | | / | | | / | | | | |
|--|--|---|--|--|---|--|--|--|--|

5. How many municipal employees have been trained in this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

| | | | |
|--|--|---|---|
| | | 0 | % |
|--|--|---|---|

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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| N | Y | R | 2 | 0 | A | 5 | 6 | 5 |
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Train staff, inspect and clean catch basins, inspect and clean conveyance systems, sweep streets, sweep parking lots, track fertilizer applications.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

307 catch basins inspected and cleaned where necessary, 66 storm sewer manholes repaired, replaced or installed, 1888.9 feet of storm sewer cleaned, 6058.3 feet of storm sewers were televised for maintenance, 10 storm sewers were repaired, 446 miles of streets swept, 25.2 acres of parking lots swept, 54 pounds of phosphorous applied, 4420 pounds of nitrogen applied

C. How many times was this observation measured or evaluated in this reporting period?

| | | | |
|--|--|--|---|
| | | | 1 |
|--|--|--|---|

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

☒ Yes ☐ No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Train staff, clean, inspect, and repair catch basins, repair storm sewers as necessary, televise storm sewers as necessary, sweep streets, sweep parking lots.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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| City of Watertown | | | | | | | | | | | | | | | | | | | |
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Additional Watershed Improvement Strategy Best Management Practices

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report?

| | | |
|--|--|--|
| | | |
|--|--|--|

MS4s must answer the questions or check NA as indicated in the table below.

| MS4 Description | Answer | Check NA | (POC) |
|---------------------------------|--------------------------|------------------------|------------------------|
| NYC EOH Watershed | - | - | - |
| Traditional Land Use | 1,2,3,4,5,6,7a-d,8a,8b,9 | 10,11,12 | Phosphorus |
| Traditional Non-Land Use | 1,2,3,4,7a-d,8a,8b,9 | 5,10,11,12 | Phosphorus |
| Non-Traditional | 1,2,77a-d,8a,8b,9 | 3,4,5,10,11,12 | Phosphorus |
| Onondaga Lake Watershed | - | - | - |
| Traditional Land Use | 1,6,7a-d,8a,9 | 2,3,4,5,8b,10,11,12 | Phosphorus |
| Traditional Non-Land Use | 1,6,7a-d,8a,9 | 2,3,4,5,8b,10,11,12 | Phosphorus |
| Non-Traditional | 1,6,7a-d,8a,9 | 2,3,4,5,8b,10,11,12 | Phosphorus |
| Greenwood Lake Watershed | - | - | - |
| Traditional Land Use | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| Traditional Non-Land Use | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| Non-Traditional | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| Oyster Bay | - | - | - |
| Traditional Land Use | 1,4,7a-d,9,10,11,12 | 2,3,5,6,8a,8b | Pathogens |
| Traditional Non-Land Use | 1,4,7a-d,9,10,11,12 | 2,3,5,6,8a,8b | Pathogens |
| Non-Traditional | 1,4,7a-d,9 | 2,3,4,5,8a,8b,10,11,12 | Pathogens |
| Peconic Estuary | - | - | - |
| Traditional Land Use | 1,4,7a-d,8a,9,10,11,12 | 2,3,5,6,8b | Pathogens and Nitrogen |
| Traditional Non-Land Use | 1,4,7a-d,8a,9,10,11,12 | 2,3,5,6,8b | Pathogens and Nitrogen |
| Non-Traditional | 1,4,7a-d,8a,9 | 2,3,4,5,8b,10,11,12 | Pathogens and Nitrogen |
| Oscawana Lake Watershed | - | - | - |
| Traditional Land Use | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| Traditional Non-Land Use | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| Non-Traditional | 1,4,6,7a-d,8a,9 | 2,3,5,8b,10,11,12 | Phosphorus |
| LI 27 Embayments | - | - | - |
| Traditional Land Use | 1,2,3,4,7a-d,9,10,11,12 | 5,6,8a,8b | Pathogens |
| Traditional Non-Land Use | 1,2,3,4,7a-d,9,10,11,12 | 5,6,8a,8b | Pathogens |
| Non-Traditional | 1,2,3,4,7a-d,9 | 5,6,8a,8b,10,11,12 | Pathogens |

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies?

☐ Yes ☒ No ☐ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS?

☒ Yes ☐ No ☐ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

| | | |
|--|--|--|
| | | |
|--|--|--|

 %

Estimate what percentage was mapped in this reporting period.

| | | |
|--|--|--|
| | | |
|--|--|--|

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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| City of Watertown | | | | | | | | | |
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|---|---|---|---|---|---|---|---|---|

3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☒ Yes ☐ No ☐ N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period?

| | | |
|---|---|---|
| 1 | 0 | 0 |
|---|---|---|

 %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☒ Yes ☐ No ☐ N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☒ Yes ☐ No ☐ N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☐ Yes ☒ No ☐ N/A

7b. How many projects have been sited in this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

7c. What percent of the projects included in 7b have been completed in this reporting period?

| | | |
|--|--|---|
| | | 0 |
|--|--|---|

 %

7d. What percent of projects planned in previous years have been completed?

| | | |
|---|---|---|
| 1 | 0 | 0 |
|---|---|---|

 %

☐ No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☐ Yes ☒ No ☐ N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☐ Yes ☒ No ☐ N/A

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

City of Watertown

SPDES ID

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|---|---|---|---|---|---|---|---|---|

9. Has your MS4/Coalition developed and implemented a program of native planting?

☒ Yes ☐ No ☐ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☒ Yes ☐ No ☐ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☒ Yes ☐ No ☐ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☒ No ☐ N/A

May 13, 2021, 2021

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sales Tax Revenue – April 2021

Sales tax revenue was up \$578,061 or 58.46% compared to last March. In comparison to the original budget projection for the month, sales tax was up \$226,480 or 16.90%. The year-to-date actual receipts are up \$1,614,366 or 10.21%, while the year-to-date receipts on a budget basis are up \$3,827,158 or 28.14%.

The State is withholding \$467,827 of County sales tax to fund a fiscally distressed health facilities fund which in turn lowers the City's sales tax revenue by **\$112,278**. Going forward the State will continue this sales tax interceptor in the May, August, November and January distributions of approximately \$117,000 each quarter (City share approximately \$28,000).

From the County's sales tax distribution, the State will also withhold \$314,650 from November's distribution and \$176,027 from May's distribution to cover the State's appropriation of \$490,677 for AIM related payments to Jefferson County towns and villages that was cut from the State's budget. Therefore the, the City is now shorted **\$117,762** annually (\$75,516 in November and \$42,246 in May) to fund these State AIM payments.

| | Actual 2017-18 | Actual 2018-19 | Actual 2019-20 | Actual 2020-21 | Variance | Monthly % Inc/(Dec)to Prior Year | Quarterly % Inc/(Dec)to Prior Year |
|-----------|----------------------|----------------------|----------------------|----------------------|---------------------|--|--|
| July | \$ 1,573,554 | \$ 1,606,413 | \$ 1,763,856 | \$ 1,493,210 | \$ (270,646) | (15.34%) | |
| August | \$ 1,498,230 | \$ 1,573,047 | \$ 1,763,893 | \$ 1,515,827 | \$ (248,066) | (14.06%) | |
| September | \$ 1,918,505 | \$ 2,226,468 | \$ 2,129,882 | \$ 2,783,423 | \$ 653,541 | 30.68% | 2.38% |
| October | \$ 1,381,534 | \$ 1,423,970 | \$ 1,499,868 | \$ 1,488,167 | \$ (11,701) | (0.78%) | |
| November | \$ 1,435,650 | \$ 1,466,279 | \$ 1,410,364 | \$ 1,331,668 | \$ (78,696) | (5.58%) | |
| December | \$ 1,754,106 | \$ 1,718,512 | \$ 1,868,004 | \$ 2,493,688 | \$ 625,684 | 33.49% | 11.20% |
| January | \$ 1,360,442 | \$ 1,384,533 | \$ 1,436,294 | \$ 1,290,702 | \$ (145,592) | (10.14%) | |
| February | \$ 1,163,558 | \$ 1,149,846 | \$ 1,203,572 | \$ 1,181,566 | \$ (22,005) | (1.83%) | |
| March | \$ 1,511,911 | \$ 1,420,276 | \$ 1,750,746 | \$ 2,284,533 | \$ 533,786 | 30.49% | 8.34% |
| April | \$ 1,392,815 | \$ 1,410,924 | \$ 988,797 | \$ 1,566,858 | \$ 578,061 | 58.46% | |
| May | \$ 1,383,659 | \$ 1,501,095 | \$ 925,025 | \$ | \$ | % | |
| June | <u>\$ 2,051,011</u> | <u>\$ 1,864,710</u> | <u>\$ 2,258,456</u> | <u>\$</u> | <u>\$</u> | <u>%</u> | % |
| YTD | <u>\$ 18,424,974</u> | <u>\$ 18,746,071</u> | <u>\$ 18,998,780</u> | <u>\$ 17,429,642</u> | <u>\$ 1,614,366</u> | <u>10.21%</u> | |

| | Original Budget 2020-21 | Actual 2020-21 | Variance | % | % |
|--|----------------------------|----------------------|---------------------|---------------|--------|
| July (Budget # = 67% of QE 9/30/19) | \$ 1,181,783 | \$ 1,493,210 | \$ 311,427 | 26.35% | |
| August (Budget # = 67% of QE 9/30/19) | \$ 1,181,808 | \$ 1,515,827 | \$ 334,019 | 28.26% | |
| September (Budget # = 67% of QE 9/30/19) | \$ 1,427,021 | \$ 2,783,423 | \$ 1,356,402 | 95.05% | 52.81% |
| October (Budget # = 90% of QE 12/31/19) | \$ 1,349,881 | \$ 1,488,167 | \$ 138,286 | 10.24% | |
| November (Budget # = 90% of QE 12/31/19) | \$ 1,269,328 | \$ 1,331,668 | \$ 62,340 | 4.91% | |
| December (Budget # = 90% of QE 12/31/19) | \$ 1,681,204 | \$ 2,493,688 | \$ 812,484 | 48.33% | 23.56% |
| January (Budget # = 95% of QE 3/31/20) | \$ 1,364,479 | \$ 1,290,702 | \$ (73,777) | (5.41%) | |
| February (Budget # = 95% of QE 3/31/20) | \$ 1,143,393 | \$ 1,181,566 | \$ 38,173 | 3.34% | |
| March (Budget # = 95% of QE 3/31/20) | \$ 1,663,209 | \$ 2,284,533 | \$ 621,324 | 37.36% | 14.04% |
| April (Budget # = 105% of QE 6/30/20) | \$ 1,340,378 | \$ 1,566,858 | \$ 226,480 | 16.90% | |
| May (Budget # = 105% of QE 6/30/20) | \$ 1,345,772 | \$ | \$ | % | |
| June (Budget # = 105% of QE 6/30/20) | <u>\$ 1,699,744</u> | <u>\$</u> | <u>\$</u> | <u>%</u> | % |
| YTD | <u>\$ 16,648,000</u> | <u>\$ 17,429,642</u> | <u>\$ 3,827,158</u> | <u>28.14%</u> | |

May 13, 2021

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sale of Surplus Hydro-electricity – April 2021

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last April, the sale of surplus hydro-electric power on an actual-to-actual basis was down \$82,813 or 11.00%. The hydro-electric facility was shut down for July through September for planned capital improvements. Fortunately, due to the dry conditions, the City did not lose out on generating revenues due to the plant being shut down.

| | <u>Actual</u> <u>2017-18</u> | <u>Actual</u> <u>2018-19</u> | <u>Actual</u> <u>2019-20</u> | <u>Actual</u> <u>2020-21</u> | <u>Variance</u> | <u>%</u> <u>Inc/(Dec)to</u> <u>Prior Year</u> |
|-----------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|----------------------|---|
| July | \$ 644,519 | \$ 4,063 | \$ 265,466 | \$ 1,937 | (\$263,528) | (99.27%) |
| August | \$ 308,911 | \$ 1,201 | \$ 13,330 | \$ 1,819 | (\$ 11,511) | (86.35%) |
| September | \$ 129,629 | \$ 46,149 | \$ 125,102 | \$ 1,164 | (\$123,938) | (99.07%) |
| October | \$ 219,082 | \$ 323,260 | \$ 222,218 | \$ 117,331 | (\$104,887) | (47.20%) |
| November | \$ 610,656 | \$ 572,955 | \$ 554,930 | \$ 410,218 | (\$144,712) | (26.08%) |
| December | \$ 332,344 | \$ 249,645 | \$ 406,126 | \$ 366,126 | (\$ 40,000) | (9.85%) |
| January | \$ 243,768 | \$ 171,405 | \$ 416,391 | \$ 255,650 | (\$160,741) | (38.60%) |
| February | \$ 353,929 | \$ 311,149 | \$ 217,222 | \$ 175,736 | (\$ 41,486) | (19.10%) |
| March | \$ 587,558 | \$ 403,524 | \$ 745,936 | \$ 449,166 | (\$296,770) | (39.78%) |
| April | \$ 728,661 | \$ 673,362 | \$ 752,511 | \$ 669,698 | (\$ 82,813) | (11.00%) |
| May | \$ 584,892 | \$ 809,967 | \$ 383,085 | \$ | \$ | |
| June | \$ 59,631 | \$ 787,591 | \$ 53,641 | \$ | \$ | |
| YTD | <u>\$4,803,579</u> | <u>\$4,354,270</u> | <u>\$4,155,958</u> | <u>\$2,448,846</u> | <u>(\$1,270,385)</u> | <u>(42.82%)</u> |

| | <u>Original</u> <u>Budget</u> <u>2020-21</u> | <u>Actual</u> <u>2020-21</u> | <u>Variance</u> | <u>%</u> | <u>Power</u> <u>Purchased</u> <u>from</u> <u>National</u> <u>Grid</u> |
|-----------|--|---------------------------------|--------------------|-----------------|---|
| July | \$ 230,105 | \$ 1,937 | (\$228,168) | (99.16%) | \$ 31,821 |
| August | \$ - | \$ 1,819 | \$ 1,819 | - | \$28,961 |
| September | \$ - | \$ 1,164 | \$ 1,164 | - | \$ 26,572 |
| October | \$ 344,806 | \$ 117,331 | (\$227,475) | (65.97%) | \$ 16,086 |
| November | \$ 527,395 | \$ 410,218 | (\$117,177) | (22.22%) | \$ 0 |
| December | \$ 425,379 | \$ 366,126 | (\$ 59,253) | (13.93%) | \$ 0 |
| January | \$ 348,910 | \$ 255,650 | (\$ 93,260) | (26.73%) | \$ 0 |
| February | \$ 260,835 | \$ 175,736 | (\$ 85,099) | (32.63%) | \$ 23,849 |
| March | \$ 458,205 | \$ 449,166 | (\$ 9,039) | (1.97%) | \$ 0 |
| April | \$ 710,561 | \$ 669,698 | (\$ 40,863) | (5.75%) | \$ 0 |
| May | \$ 637,679 | \$ | \$ | | |
| June | <u>\$ 443,125</u> | <u>\$</u> | <u>\$</u> | | |
| YTD | <u>\$4,387,000</u> | <u>\$2,448,846</u> | <u>(\$857,350)</u> | <u>(33.03%)</u> | <u>\$103,440</u> |