

**CITY OF WATERTOWN, NEW YORK**  
**AGENDA**  
**Monday, July 18, 2022**  
**7:00 p.m.**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, July 18, 2022, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADOPTION OF MINUTES**

**COMMUNICATIONS**

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Approving Intermunicipal Agreement Between City of Watertown and Jefferson County, Pedestrian Signal Improvement Project, PIN 709PS02
- Resolution No. 2 - Rejecting Bids for Thompson Park Pinnacle Masonry Restoration project
- Resolution No. 3 - Approving Agreement for Professional Services for a Master Plan for John C. Thompson Park – Starr Whitehouse

**ORDINANCES**

- Ordinance No. 1 - Changing the Approved Zoning Classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial

**LOCAL LAW**

## **PUBLIC HEARING**

7:15 p.m.

## **OLD BUSINESS**

Laid Over Under the Rules – An Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

## **STAFF REPORTS**

1. Tax Sale Properties
2. Sales Tax Revenue – June 2022
3. Sale of Surplus Hydro-electricity – June 2022
4. Emerald Ash Borer Treatment for City's Ash Trees

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

## **WORK SESSION**

Next Work Session is scheduled for Monday, August 8, 2022, at 7:00 p.m.

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
AUGUST 1, 2022**

July 13, 2022

Res. No. 1

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, City Manager  
Subject: Approving Intermunicipal Agreement Between City of Watertown  
And Jefferson County, Pedestrian Signal Improvement Project –  
PIN 709PS02

The City, as part of the Pedestrian Improvement Project, is constructing new ADA compliant sidewalks, pedestrian signals and appurtenances, which will require work to be done on County-owned land at the intersection of Arsenal and Sherman Streets.

New York State and Federal aid projects require the City to have an agreement in place for construction activity on all property not owned by the City.

An Intermunicipal Agreement with the County and a resolution approving the agreement are attached for Council consideration.

# RESOLUTION

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Approving Intermunicipal Agreement  
Between City of Watertown and  
Jefferson County, Pedestrian Signal  
Improvement Project, PIN 709PS02

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total.....

YEA	NAY

***Introduced by***

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WHEREAS the New York State Department of Transportation and the Federal Highway Administration have made funding available through the Highway Safety Improvement Program for six intersections throughout the City, and

WHEREAS to complete the improvements, there is a need to construct sidewalks and sidewalk ramps that impact property beyond the existing roadway boundaries including property owned by the County. More specifically, at the southeast quadrant of the intersection of Arsenal and Sherman Streets there is an area identified behind the existing sidewalk outside of the existing highway boundary, and

WHEREAS New York State and Federal Highway Aid projects require the City to have an Agreement in place for construction activity on all property not owned by the City,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Intermunicipal Agreement Between City of Watertown and Jefferson County for the Pedestrian Signal Improvement Project, a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that Mayor Jeffrey M. Smith is hereby authorized and directed to execute the Intermunicipal Agreement on behalf of the City of Watertown.

***Seconded by***



## INTERMUNICIPAL AGREEMENT

Between City of Watertown and Jefferson County

Watertown Pedestrian Signal Improvement Project

**THIS AGREEMENT** is made this \_\_\_\_ day of \_\_\_\_\_ 2022, by and between the City of Watertown, 245 Washington Street, Watertown, NY 13601 (“City”) and the County of Jefferson with an address of 195 Arsenal Street, Watertown, NY 13601 (“County”).

WITNESSETH:

**WHEREAS** the City has identified a need to make pedestrian safety improvements to six intersections consistent with the New York State Pedestrian Safety Action Plan and to upgrade curb ramps and pedestrian signals to meet current American with Disabilities Act (“ADA”) standards.

**WHEREAS** the City, in conjunction with the New York State Department of Transportation (“DOT”) and the Federal Highway Administration (“FHA”) seek to upgrade pedestrian signals at six signalized intersections throughout the City. Work will include new ADA compliant assessable pedestrian signals (APS) with countdown timers along with new ADA compliant pushbuttons. In addition, handicap ramps will be made ADA compliant at many of the six intersections. Work will also include installation of new poles, pullboxes, conduit, wiring and controllers (where necessary) and crosswalk pavement markings. This project is identified by Project Identification Number (PIN) 709PS02.

**WHEREAS** the City, as sponsor, has applied for and has been awarded funding from the FHA that is to be administered by the DOT. The project is 100% federally funded.

**WHEREAS** the details regarding the proposed improvements to be made are more specifically set forth in the Initial Project Proposal/Final Design Report for the Watertown Pedestrian Safety Project dated July 2019.

**WHEREAS** to complete the improvements, there is a need to construct sidewalks and sidewalk ramps that impact property beyond the existing roadway boundaries including property owned by the County. More specifically, at the southeast quadrant of the intersection of Arsenal and Sherman Streets there is an area identified behind the existing sidewalk outside of the existing highway boundary as shown on the attached drawing labelled ADA-1.

**WHEREAS** it is anticipated the construction of the Project will take place during 2022 with the possibility of some carryover work for completion in 2023.

**WHEREAS** the City and the County wish to clearly lay out each party’s responsibility with regard to the construction during the project as well as maintenance and liability post-construction.

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

1. The City will coordinate and direct all aspects related to the construction of the Project, both within and outside lands owned by the City, and the County explicitly agrees and permits the City and its agents, assigns and employees to enter onto County lands to construct the Project; and

2. The City agrees that, upon completion of the Project, any County property that is displaced, damaged or otherwise altered as a result of the Project shall be, to the extent reasonably possible, restored to its condition prior to commencement of the Project.
3. The City will be fee owner of all Project improvements constructed on City Lands; and
4. The County will be the fee owner of all Project improvements constructed on County Lands, except for traffic signal facilities that will be owned by the City; and
5. The City shall pay the cost of materials and labor for the Project, with 80% of the cost to be reimbursed to the City via Federal funding.
6. The City shall indemnify and hold harmless the County with respect to any claims alleging injury, damages or liability arising from the use or construction of the sidewalks on County property.
7. This Agreement constitutes the entire agreement between the parties with respect to the subject matter thereof and shall supersede all previous negotiations, commitments and writings, and it shall not be modified except by an instrument in writing signed by a duly authorized representative of each of the parties; and
8. This Agreement is non-revocable; and
9. This Agreement shall not be enforceable until signed by all parties upon authorization by their respective governing bodies; and
10. This Agreement shall not be superseded without consent of the New York State Department of Transportation.
11. This Agreement shall be construed and enforced in accordance with the laws of the State of New York.

IN WITNESS WHEREOF, this Intermunicipal Agreement is executed by the parties as authorized by their respective governing bodies and all signatures are to be notarized.

Date \_\_\_\_\_, 2022

City of Watertown

By: \_\_\_\_\_

\_\_\_\_\_

County of Jefferson

By: \_\_\_\_\_

\_\_\_\_\_

Res No. 2

July 12, 2022

To: The Honorable Mayor and City Council  
From: Michael A. Lumbis, Planning and Community Development Director  
Subject: Rejecting Bids for Thompson Park Pinnacle Masonry Restoration Project

The City's Purchasing Department advertised for sealed bids from qualified bidders for the Thompson Park Pinnacle Masonry Restoration Project, as per City specifications.

The Purchasing Department publicly opened and read the sealed bids on July 7, 2022, at 2:00 pm local time and the City received eight (8) sealed bids.

When reviewing the bids and the status of the project with the New York State Office of Parks, Recreation and Historic Preservation (NYS OPRHP), it was determined that the project plans and specifications did not include several standard references and documents required by NYS.

NYS OPRHP has advised that the City will need to rebid the project with the appropriate language as they will not reimburse the City for the work unless it is included. Staff is therefore recommending that the City Council reject the bids and rebid the project with the updated bid specifications.

Attached for City Council consideration is a resolution rejecting the bids for the project.

# RESOLUTION

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Rejecting Bids for Thompson Park  
Pinnacle Masonry Restoration Project

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total.....

YEA	NAY

### *Introduced by*

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WHEREAS the City Purchasing Department has advertised for bids for the Thompson Park Pinnacle Masonry Restoration Project, as per City specifications, and

WHEREAS on Thursday, July 7, 2022, at 2:00 p.m., eight (8) bids were received and publicly opened and read, and

WHEREAS after review and consultation with the New York State Office of Parks, Recreation and Historic Preservation (NYS OPRHP), it was determined that the project plans and specifications did not include several standard references required by NYS, and

WHEREAS NYS OPRHP has advised that the City will need to rebid the project with the appropriate language as the State will not reimburse the City for the work unless it is included, and

WHEREAS rebidding the project with the updated specifications will require the City Council to reject the current bids,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown rejects the bids received for the Thompson Park Pinnacle Masonry Restoration Project, so that it can be rebid with the appropriate grant references and documents required by NYS OPRHP.

### *Seconded by*



City of Watertown  
245 Washington St Suite 302  
Watertown, NY 136001

**Thompson Park Pinnacle Masonry Restoration Project**


Bid #2022-22

Bid Opening Date: 7/7/22 @ 2:00 pm

*The following results are bids as presented at the bid opening and do not represent an award.*

VENDOR	Upstate Restoration Pulaski, NY	Lupini Construction Utica, NY	PCC Contracting Schenectady, NY	Charles T. Driscoll Masonry Restoration Co. Skaneateles, NY	Rusty Johnson Masonry Clayton, NY	Continental Construction LLC Gouverneur, NY	JL Excavation LLC Chaumont, NY	Heritage Masonry Restoration Watertown, NY
Itemized List based on project specifications and drawings								
Upper Stair Wall	\$65,000.00	\$72,640.00	\$230,400.00	\$39,300.00	\$37,919.86	\$59,550.00	\$41,729.00	\$28,600.00
Pinnacle Pailion Walls	\$40,000.00	\$63,700.00	\$66,155.00	\$29,500.00	\$25,127.68	\$47,859.00	\$41,926.00	\$31,500.00
Overlook Wall	\$131,000.00	\$210,010.00	\$69,900.00	\$125,600.00	\$129,388.80	\$169,419.00	\$72,662.00	\$99,900.00
<b>TOTAL BID</b>	<b>\$236,000.00</b>	<b>\$346,350.00</b>	<b>\$366,455.00</b>	<b>\$194,400.00</b>	<b>\$192,436.34</b>	<b>\$276,828.00</b>	<b>\$156,317.00</b>	<b>\$160,000.00</b>
<b>Unit Costs:</b>								
Repointing - Provide cost to prepare and repoint 10 sqft of typical stone masonry	\$450.00	\$1,048.00	\$635.70	\$420.00	\$468.80	\$492.00	\$501.00	\$300.00
Rebuilding / Stone Replacement - Provide Cost to prepare and install / rebuild 10sqft of missing / damaged stone	\$950.00	\$6,417.00	\$6,850.00	\$750.00	\$512.00	\$529.00	\$613.00	\$2,000.00

FISCAL YEAR 2021-2022  
 CAPITAL BUDGET  
 FACILITY IMPROVEMENTS  
 THOMPSON PARK

PROJECT DESCRIPTION	COST
<p>Pinnacle Pavilion Area Stone Wall Repair and Pavilion Roof Rehabilitation</p> <p>This project will involve the repointing and repair of Thompson Park Retaining Walls #3 and #5 as well as the repair to the Pinnacle Pavilion roof.</p> 	\$175,000
<p><b>TOTAL</b></p>	<p><b>\$175,000</b></p>

Funding to support this project will be through a NYS Office of Parks, Recreation and Historic Preservation grant for 75% (\$131,000) and a transfer from the General Fund (\$44,000) (A.9950.0900).

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, City Manager

Subject: Approving Agreement for Professional Services for a Master Plan for John C. Thompson Park – Starr Whitehouse

On October 4, 2021 the City Council directed staff to obtain a proposal or proposals for professional design services to complete a master plan for John C. Thompson Park. The Council allocated funds for the master plan within the Adopted FY 2022-23 Capital Budget as part of the Thompson Park Renovation Project.

A proposal was solicited from Starr Whitehouse Landscape Architects and Planners PPLC. We became familiar with them when GYMO brought them in as part of their team to work on the conceptual design of the amphitheater. They have extensive experience with park design, including Olmsted parks.

Starr Whitehouse proposes to again partner with GYMO, this time with GYMO being the sub-consultant. The proposed fee is \$135,000.

A resolution approving the agreement with Starr Whitehouse is attached for Council consideration.

# RESOLUTION

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Approving Agreement for Professional Services for a Master Plan for John C. Thompson Park – Starr Whitehouse

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total .....

YEA	NAY

***Introduced by***

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WHEREAS the City Council desires to prepare a Master Plan for John C. Thompson Park, and

WHEREAS a proposal to prepare a Master Plan was solicited from Starr Whitehouse Landscape Architects and Planners PLLC, and

WHEREAS Starr Whitehouse submitted a proposal to prepare the Master Plan for \$135,000,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Scope of Services Agreement with Starr Whitehouse Landscape Architects in the amount of \$135,000, a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Kenneth A. Mix is hereby authorized and directed to sign the Agreement on behalf of the City of Watertown.

***Seconded by***





STARR WHITEHOUSE  
Landscape Architects  
and Planners PLLC

**THOMPSON PARK  
MASTER PLAN**

*Watertown, NY*



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33	KEY STAFF RESUMES & TEAM STRUCTURE <ul style="list-style-type: none"><li>Team Narrative</li> <li>Starr Whitehouse<ul style="list-style-type: none"><li>Principal-in-Charge Gail Wittwer-Laird</li><li>Project Advisor Laura Starr</li><li>Project Manager Chris Anderson</li><li>Elizabeth van der Els</li><li>Nusrat Alam</li><li>Mary Vélez</li></ul></li> <li>GYMO<ul style="list-style-type: none"><li>Peter Clough</li><li>Matthew Cervini</li><li>Patrick Scordo</li><li>Mark Crandall</li><li>Scott Soules</li><li>Zachary Scordo</li></ul></li></ul>

**STARR WHITEHOUSE**

Landscape Architects  
and Planners PLLC


553 Warren Street  
Hudson, New York 12534  
212.487.3272, Fax 212.487.3273

January 7, 2022

Kenneth Mix  
City of Watertown  
245 Washington Street  
Watertown, NY 13601

**Re: Thompson Park Master Plan**

Dear Mr. Kenneth Mix,



Starr Whitehouse is thrilled to present our proposal for the Thompson Park Master Plan. We are excited about the opportunity to work with the City of Watertown, community stakeholders and park users in developing a vision for this park that responds to its historic origins, recognizes its present significance to the community and provides the framework for future as a regional destination featuring a wide range of opportunities for a diverse set of users.

Historic Thompson Park has been a treasured public green space for over a century. The Park features scenic overlooks of the city of Watertown, as well as trails for walking and biking, playgrounds, tennis courts, picnic areas, open fields for outdoor sports and recreation, woodlands, an 18-hole golf course, a public pool, and The New York State Zoo at Thompson Park. In the winter, the Park offers many large hills for sledding and trails for cross-country skiing and snowshoeing. Every summer, Thompson Park hosts a firework show and live musical performances for the Fourth of July celebration. We envision a future for the Park that allows for many more flexible events, celebrations, and community activities to occur throughout the year.

Combining our comprehensive experience as a landscape architecture firm specializing in public parks, high performance green spaces, and environmental planning, with the local knowledge, infrastructure expertise, and surveying capacity of GYMO Architecture, Engineering, & Land Surveying, our team is set up to deliver the full range of services for this Master Plan. Tracing our roots to the public sector, Starr Whitehouse knows what it takes to design and operate public space. As Chief of Design for the Central Park Conservancy, Principal Laura Starr oversaw the renovation of Central Park in the 80's and 90's, re-invigorating the Great Lawn, Harlem Meer, and other cherished spaces. Principal Gail Wittwer-Laird, director of Starr Whitehouse's Hudson, NY office, brings eighteen years of public sector experience working for NYC Parks, in capacities including Deputy Administrator for Riverside Park, Director of the Greenstreets Program, and Design Director for Staten Island Capital Projects. Our practice continues to consult with a broad array of public agencies to this day. These experiences have left us with a deep understanding of the public process; an approach rooted in the realities of funding, operations,

STARR WHITEHOUSE

Landscape Architects  
and Planners PLLC

553 Warren Street  
Hudson, New York 12534  
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and community consensus; and a lasting commitment to helping City and State leaders get their good ideas built.

With this Master Plan, we intend to honor Thompson Park's history and legacy as it was originally designed by the Olmsted Brothers. Laura Starr's experience sensitively re-engaging with and updating Olmsted's original vision for Central Park for contemporary uses and operational realities and Gail Wittwer-Laird's experience working with existing historical landscapes at Nissequogue River State Park and Jones Beach on Long Island will inform this process. Our team is passionate about restoring historic landscapes and will use the Olmsted Brothers' original vision as a guide while we focus on meeting contemporary demands.



Thank you for your kind attention. We look forward to collaborating with you on this transformative initiative.

Sincerely,

Laura Starr

Gail Wittwer-Laird



SCOPE & FEE PROPOSAL

## **STARR WHITEHOUSE**

Landscape Architects  
and Planners PLLC

80 Broad Street, Suite 1700  
New York, New York 10004  
212.487.3272, Fax 212.487.3273  
www.starrwhitehouse.com

### **Scope of Services Agreement**

Between

#### **City of Watertown**

245 Washington St  
Watertown, NY 13601  
“Client”

And

#### **Starr Whitehouse Landscape Architects and Planners PLLC**

80 Broad Street, Suite 1700  
New York, NY 10004  
“Starr Whitehouse”

### **PROJECT: THOMPSON PARK MASTER PLAN**

#### **Proposed Team:**

- **Landscape Architecture, Planning, Community Engagement**  
Starr Whitehouse-Project Lead
- **Land Surveying, Civil Engineering, Transportation Engineering, Cost Estimating**  
GYMO Architecture, Engineering & Land Surveying

### **I. SITE DESCRIPTION AND PROJECT UNDERSTANDING**

Thompson Park is a 355-acre park in Watertown, New York, near Lake Ontario, the St. Lawrence River, and the Canadian border. The land for the Park was donated to the city of Watertown by industrialist John C. Thompson in 1917. Designed by the Olmsted Brothers, historic Thompson Park has been a treasured public green space for over a century. The site features scenic overlooks of the city of Watertown and surrounding areas, as well as trails for walking and biking, playgrounds, tennis courts, picnic areas, open fields for outdoor sports and recreation, an 18-hole golf course, a public pool, and The New York State Zoo at Thompson Park. In the winter, the Park offers many large hills for sledding, and trails for cross-country skiing and snowshoeing. Every summer, Thompson Park hosts a firework show and live musical performances for the Fourth of July celebration.

The current project scope is to produce a parkwide master plan, to be developed with the input of the city, community stakeholders, and park users. The project is to be completed in six phases. The first phase will include review of the project schedule, engagement plan, and data needs assessment. The second phase will include site investigation, review of archival historic maps and photographs, base mapping, and an inventory of existing conditions. Phase three will engage directly with community stakeholders and park users to inform the development of park programming and access strategies. Phase four will incorporate the information gathered in earlier phases into an initial draft of the master plan, focusing on recommendations for



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improvements to park circulation, landscape management, future programming potential, and related critical infrastructure needs. Phase five will consist in review of the draft master plan by municipal and community stakeholders, followed by the final development and submission of the master plan in phase six.

## II. FEE PROPOSAL

Starr Whitehouse will provide professional services for the project for a fee of \$135,000, inclusive of base engineering services itemized separately, including reimbursable expenses but not additional services as described further below. The following chart shows the proposed fee by phase, as described in the scope of work that follows.

### A. Basic Services

Compensation to Starr Whitehouse for the services described herein is as follows:

Phase 1	Project Initiation	\$5,000
Phase 2	Inventory & Analysis	\$20,000
Phase 3	Stakeholder Engagement & Charrette	\$15,000
Phase 4	Plan Development	\$65,000
Phase 5	Plan Review & Community Stakeholder Review	\$10,000
Phase 6	Final Plan Development & Submission	\$10,000
Allowance	Reimbursable Expenses N.T.E	\$10,000
	<b>Total</b>	<b>\$135,000</b>

Expanded Services, if required and authorized by Owner, will be either charged at the current hourly rates of Starr Whitehouse or negotiated as lump sum items corresponding to a specific scope of work. The current hourly rates of Starr Whitehouse are shown in the table below.

### Hourly Rates:

Partner	\$350.00 per hour
Principal	\$275.00 per hour
Senior Associate	\$200.00 per hour
Certified Arborist	\$200.00 per hour
Associate	\$170.00 per hour
Landscape Architect	\$140.00 per hour
Landscape Designer II	\$130.00 per hour
Landscape Designer I	\$110.00 per hour
Planner	\$110.00 per hour
Administration	\$ 90.00 per hour
Clerical, Project Assistant and Delivery	\$ 80.00 per hour

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7/8/2022

Due to scheduling and availability considerations, the hourly rates set forth above are guaranteed for thirty (30) days from the date of this proposal. If a signed contract has not been received by Starr Whitehouse within that timeframe, the terms and conditions of this contract may be subject to renegotiation. Once the contract is signed, the above rates are valid for twelve (12) months for the Scope of Services outlined in this contract.

**B. Reimbursable Expenses**

Reimbursable Expenses are in addition to compensation for Basic Services. Reimbursable expenses incurred by Starr Whitehouse's and consultants directly related to the project such as, but not limited to, travel, photography, and printing expenses shall be billed at Starr Whitehouse's cost, plus ten (10) percent. Reimbursable expenses shall not exceed \$10,000.

Additional business terms are found in Attachment A, which is an integral part of this proposal.

**III. ASSUMPTIONS/PROJECT STARTUP REQUIREMENTS**

Site Information: Client shall provide Starr Whitehouse with all the available information, surveys, plans, archival photos, reports, historic documentation, and professional recommendations requested by Starr Whitehouse, on an as-needed basis.

It is assumed that Starr Whitehouse may reasonably rely on the accuracy and completeness of these items. The Client shall be responsible for the information provided and Starr Whitehouse assumes no responsibility for the accuracy of such information, nor shall Starr Whitehouse be liable for errors or omissions arising from the above items.

**IV. SCOPE OF SERVICES**

**Phase 1 Project Initiation**

*Task 1.1: Internal Kickoff call*

Starr Whitehouse will meet with the Client team and review the client team's expectations and deliverables. In this meeting we will confirm and refine the scope of work, identify key issues the City would like to see explored and create a community engagement strategy. This conversation will be useful for setting expectations for communication throughout the plan.

- *Deliverable:* Updated project scope and deliverables schedule by phase.

*Task 1.2: Data Needs Assessment*

Starr Whitehouse will work with the Client to determine what existing city data and publicly available data are available for the existing conditions inventory and analysis. It is understood that the City will provide copies of all known historic plans and information about the original design intent and evolution of the park over time. In addition to mapping of physical conditions, locating and analyzing the needs of maintenance and operations, and current uses/use zones shall be part of this phase of data collection. The GYMO Architecture and Engineering team will support the



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mapping of circulation both pedestrian and vehicular, associated parking areas and all known site infrastructure as well as updating existing surveys with current base information. GYMO will compile all existing data for known infrastructure, and current park circulation into one comprehensive working design base for use throughout the master planning process. The larger goal being to provide the City of Watertown with a master planning document that can be used over time in phased implementation of projects for the park.

Starr Whitehouse will collaborate with the City's GIS team/point person to determine the preferred format for data sharing and analysis.

- *Deliverables:*

Checklist outlining data needs and preferred format for data and analysis.

Outline of proposed mapping of existing site conditions, surface and sub-surface infrastructure, current park programs, pedestrian site circulation, vehicular circulation, parking, and general landscape ecologies and typologies.

*Task 1.3: Engagement Plan*

During the project kickoff, Starr Whitehouse will suggest potential approaches for community engagement. Working with the Client, Starr Whitehouse will identify the organizations, neighborhoods, City departments, and individuals that will help shape the plan. The goal is to create an effective engagement plan for the park. The engagement plan will include an in person design meeting and on-line survey they will be posted during the in-person comment period.

- *Deliverable:* Outline and schedule for community engagement. (Three stages: Initial Outreach, Preliminary Concepts, Final Plan)

*Task 1.4: Engagement Materials*

After the kickoff call, Starr Whitehouse will craft a project schedule that maps out the time needed to complete the inventory and analysis, engagement, plan development, and review. Starr Whitehouse will review the schedule with the Client to account for conflicting events and ensure the project is completed in the desired timeframe. Starr Whitehouse will draft the community survey and community presentation boards/slide deck for review by the City of Watertown.

- *Deliverable:*  
Project schedule that includes community engagement and project deliverables.  
Draft public surveys and public presentation boards/slide deck.

**Phase 2: Inventory and Analysis**

*Task 2.1: Historic and Recent Plan Review*

Starr Whitehouse will review the original park plans and related historical documents to ensure understanding of the Olmsted brothers' original design vision, as well as built conditions today and any recent planning work for the park.

- *Deliverable:* Comparison of historic plan to existing conditions as basis for discussion with Client and community regarding preservation and restoration priorities.

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*Task 2.2: Data Analysis*

Starr Whitehouse, in collaboration with GYMO, will conduct a strategic existing conditions analysis. The analysis will consist of the following:

- Historic landscape plans – landscape character
  - Hydrological analysis
  - Vegetation and natural systems analysis, plant community evaluation
  - Circulation analysis (pedestrian and vehicular, including current parking sizes, locations)
  - Existing use inventory – existing programming
  - Existing amenities inventory
  - Cultural resources inventory (including but not limited to existing buildings)
  - Lighting types and distribution, identify gaps and opportunities
  - Infrastructure inventory: water, sewer, electrical, stormwater/drainage, lighting, and telecommunications based on existing maps and building records.
  - Infrastructure analysis: Identify antiquated infrastructure and key infrastructure to retain.
- *Deliverable:* Existing conditions report that includes a map catalog. The format of the data analysis and site inventory will be based on the agreed upon format from the data needs assessment. Starr Whitehouse will work with the Client to determine the best format for conducting analysis and saving the data so that the Client can utilize the datasets and analysis in the future. Base mapping at 2' contours to be assembled by the engineer in collaboration with the client.

*Task 2.3: Site Visit*

Starr Whitehouse will work with the Client to organize a site tour with park staff to glean their knowledge of the park and its maintenance, and to field check our site analysis data and assumptions. During the same visit to Watertown, we will meet local stakeholders to better understand the needs of the community. (see Phase 2, Task 1 below).

- *Deliverable:* Composite Site Analysis of Opportunities and Constraints; Historic Plan Analysis in relation to Contemporary Use

**Phase 3: Community Engagement**

Starr Whitehouse will collaborate with the Client to develop an engagement plan that best meets the needs of the community while being cognizant of the historic intent and plans for the park. Starr Whitehouse will rely on the Client to identify key community stakeholders outside of park users such as the Friends of Thompson Park, Parks & Recreation Staff, and the City Council. Due to success with virtual meetings during the pandemic, Starr Whitehouse would like to use a mix of virtual and in-person engagement methods.

*Task 3.1: Site Exploration (in person)*

The Site Visit in Phase 2, Task 3 will be combined with a community event including a site walk, and on-site engagement/"tabling" event where we elicit concerns and ideas for the park. Starr



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Whitehouse will also prepare materials for tabling such as activities for kids, presentation boards, or surveys.

- *Deliverable:* Preparation of maps and other graphic material, surveys, etc. for the event, as well as a graphic for the city to use to publicize the event. Summary of feedback from the event.

*Task 3.2: Plan Development Workshop (in person)*

Following the site exploration, existing conditions analysis and initial plan development (see Phase 4 below), Starr Whitehouse will organize a visioning workshop to present and receive feedback on the draft master plan. Facilitators will lead discussions with attendees to capture the feedback and use it to revise the draft plan.

- *Deliverable:* Graphic and narrative summary of feedback from the event.

*Task 3.3: Community survey*

Online surveys are a clear and easy way to capture community preferences. In addition to the visioning workshop, Starr Whitehouse will administer a survey to further understand the communities' desires for the park and preferences for the draft master plan.

- *Deliverable:* Graphic and narrative summary of survey results.

**Phase 4: Plan Development**

Working with the Client, Starr Whitehouse will develop an initial draft master plan reflecting the physical and programmatic information from previous phases. The plan will be organized into the following sections:

1. Master Plan Goals
2. Future Park Uses in relation to historic design intent
  - a. Parkwide Circulation and Programmatic Use Plan
  - b. Sports and Recreation Summary
  - c. Recreational Facilities Development
3. Site Amenities such as:
  - a. Seating
  - b. Drinking fountains
  - c. Picnic areas
  - d. Zipline/Ropes Course
  - e. Restroom locations
  - f. Bike racks and repair stations
  - g. Lighting approach
    - Fixture selection
    - Layout Plans
  - h. Signage approach and plan
4. Improvements to Park Structures Recommendations
  - a. Coordinate with Zoo Master Plan

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- Fencing
- b. Identify Improvements to Existing Park Structures (by Engineer)
  - Old Bathhouse
  - Existing restrooms
  - Pavilions
  - Pinnacle
  - Maintenance buildings
  - Masonry walls & stairs
- c. Identify Locations and Spatial Requirements for Proposed Programming
- 5. Amphitheater Siting and Concept Design
  - a. Footprint for exterior amphitheater
  - b. Circulation in support of amphitheater
  - c. Infrastructure analysis in support of amphitheater
- 6. Memorials
  - a. Structures
  - b. Groves
  - c. Walkways
  - d. Endowment Granting Opportunities
- 7. Utility Recommendations (in collaboration with Engineer)
  - a. Water Supply
  - b. Irrigation
  - c. Sewer-Storm Water Systems
  - d. Electrical and telecommunications
- 8. Transportation and Circulation
  - a. Vehicular Circulation and Parking
  - b. Network including pedestrian and mountain bike trail development & surfacing hierarchy
- 9. Vegetation Strategies & Recommendations (Landscape Management Plan)
- 10. Phasing Plan
  - *Deliverable:* Draft master plan including existing conditions analysis maps, concept diagrams (3), Master Plan Rendering (1), Illustrative Renderings (3), and other diagrammatic illustrations as needed to communicate master plan design intent.

**Phase 5: Plan Review & Community Stakeholder Review (Public Hearing)**

As noted in the community engagement section, the draft plan will be reviewed by the public during a virtual meeting and online survey. Feedback from the community engagement will be reviewed and incorporated into the final plan.

- *Deliverable:* Revised master plan.

**Phase 6: Final Plan Development and Submission**

Starr Whitehouse will prepare the final development and submission of the master plan.

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- *Deliverable:* Final rendered master plan and master plan investigation summary report. High resolution digital and hard copy. Format of master plan design base to be determined in earlier tasks for City of Watertown data base.

#### **V. EXPANDED SERVICES (Hourly fee basis)**

Expanded Services are those services that are an expansion of the existing contract scope. Expanded services require written approval before proceeding, and a fee will be negotiated at that time. These services can be provided upon request and would be billed as Expanded Services on an hourly basis at our standard hourly rates, with a written request or signed agreement from the Client.

Typical expanded services include, but are not limited to the following:

**Permit Application(s):** Preparation of documents for participation in political processing presentations except as noted otherwise within the contract scope of work or 'Contract Provisions- Attachment A.'

#### **Additional Revisions**

- A. Revisions of designs when such revisions are inconsistent with instructions previously given by Client.
- B. Revisions due to adjustments in Client's program, budget, or schedule. After acceptance of the design drawings at the end of each Phase, design changes by the Client that result in a change in the project budget greater than ten (10) percent of the total shall result in fees for Expanded Services to revise the Construction Documents.
- C. Revisions and additional services required as a result of the Client's failure to render decisions in a timely manner.
- D. Revisions made necessary by governmental agencies after approval of the work by the Client that are above and beyond code requirements

#### **VI. EXCLUSIONS**

The following items are not included in Starr Whitehouse's Scope of Services:

- A. Additional renderings or detailed plan enlargements beyond the number described in Phase 4
- B. Earthwork and Grading Plans
- C. Architectural Design
- D. Archeological investigations
- E. Civil engineering beyond circulation and infrastructure mapping and analysis, subsurface drainage, or roof drainage
- F. Structural engineering or detailed buildings inventory
- G. Detailed recommendations for park infrastructure (pipe sizing, drainage plans)
- H. Detailed Tree Inventory
- I. Soils testing or soil borings
- J. Site Graphics and Wayfinding System are considered an additional service



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- K. Services of an Arborist are considered an additional service
- L. Detailed cost estimating is considered an additional service

**DESIGN APPROVALS**

Kenneth Mix has been designated as the person responsible for design direction to Starr Whitehouse for this project and has the authority for design approval. In the event that the design, as approved by Kenneth Mix, is rejected at a later date after formal approval has been received and redesign is required, such redesign services shall be compensated as extra services.

**SCHEDULE**

Starr Whitehouse is prepared to begin work immediately upon receipt of a signed copy of this proposal.

**GENERAL CONDITIONS**

- A. See Attached 'Contract Provisions – Attachment A' for payment terms and conditions of the contract.
- B. Acceptance of this Proposal and the 'Contract Provisions - Attachment A.'
  - 1. If this proposal and Conditions of the Agreement meet with your approval, please indicate your acceptance of this contract by signing below and returning one (1) copy to us together with your deposit.
  - 2. The Client agrees that they have read and understood the Contract Provisions attached hereto and incorporated herein by reference.

We greatly look forward to working together with you on this interesting project.

Sincerely,



Laura Starr



Gail Wittwer-Laird

APPROVAL:

\_\_\_\_\_  
Client Name

\_\_\_\_\_  
Date

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**Letter of Agreement**  
**November 3, 2020**

**Attachment A**  
**General Terms and Conditions**

This Attachment A to the Letter of Agreement between **The City of Watertown** (“Client” or “Owner”) and Starr Whitehouse Landscape Architects and Planners (“Starr Whitehouse” or “Landscape Architect”) describes the General Terms and Conditions for the work provided in the Agreement.

**Entire Agreement:** The Letter of Agreement contains the entire agreement between the Client and Starr Whitehouse relating to the project. Any prior agreement, promises, negotiations or representations not expressly set forth in this agreement are of no force or effect. Subsequent modifications and/or assignments to this agreement shall be approved in writing and signed by both the Client and Starr Whitehouse.

**Payments:** All fees, commissions, product charges and expenses billed are due within fifteen (15) days of the date of billing. All invoice not objected to in writing within thirty (30) days of receipt are agreed to be final and binding upon the parties as to the amounts due, the adequacy of Starr Whitehouse performance and the value of the services provided to Client. When any invoice is outstanding for more than forty-five (45) days from date of billing, Starr Whitehouse may, at its discretion, stop work on the project.

**Invoicing:** Invoices are submitted on a 30-day billing cycle. However, should the month’s billings exceed \$10,000 in any billing period, Starr Whitehouse may, at its discretion, bill the Client on a 15-day billing cycle to break up the invoice amounts into two separate billings. Clients will be notified in advance, whenever possible, prior to this change in billing cycles.

**Ownership of Documents:** Starr Whitehouse has sole and exclusive right to ownership and use of the plans prepared by the design team under the Copyright Act of 1976. Drawings, specifications and other documents, including those in electronic form, prepared by Starr Whitehouse and Starr Whitehouse’s consultants are Instruments of Service for use solely with respect to this Project. Starr Whitehouse and Starr Whitehouse’s consultants are the authors and owners of their respective Instruments of Service and will retain all common law, statutory and other reserved rights, including copyrights, whether the project for which they are made is executed or not.

The Client shall be provided with copies, including reproducible copies of the Instruments of Service for information and reference in connection with the Client’s use and occupancy of the project. The Instruments of Service may not be used by the Client on another project, or for completion of this project by others, except by agreement in writing with appropriate compensation.



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**Indemnification:** The Instruments of Service are for use on this Project only. The Instruments of Service may not be used without Starr Whitehouse's involvement or written authorization and will be at the Client's own risk and without liability to Starr Whitehouse. If the Client chooses to proceed with work without Starr Whitehouse, the Client shall indemnify and hold harmless Starr Whitehouse and their Consultants from and against all claims, damages, suites, losses and expenses, including but not limited to attorney's fees, arising out of unauthorized reuse or modification of the Instruments of Service, drawings, specifications, electronic data and other instruments that are part of the Project.

**Liability:** Starr Whitehouse's total liability to Client for any and all injuries, claims, liabilities, losses, costs, expenses or damages arising out of or in any way related to the Project from any causes including, but not limited to, Starr Whitehouse's negligence, errors, omissions or breach of contract, shall not exceed the total amount of Professional Liability of \$2,000,000.00 available at the time of such claim. During the entire term that this Agreement remains in effect and for a period of two (2) years after the final completion of the Starr Whitehouse's portion of your project, Starr Whitehouse shall maintain in effect Commercial General Liability Insurance, Professional Liability Insurance, Workers' Compensation and Employers Liability Insurance. This limit of liability shall apply to the Client's claims for damages as well as Client's claims for contribution and indemnity with respect to third party claims.

**Publication Rights:** Starr Whitehouse is granted the right under this agreement to publish images and text related to the project for professional purposes such as publications or award submission by Starr Whitehouse, except and unless specifically requested otherwise in writing by the Client. Should others publish the project in a book, magazine, newspaper, or publication for public circulation, or job sign, Starr Whitehouse shall be listed as providing the Planning or Landscape Architecture services. Starr Whitehouse will notify Client of the intent to use their project in a published document prior to publication. The privacy of the Client shall be strictly protected and no information will be released identifying the Client or the specific location of the project without written approval to do so.

**Suspension or Termination:** If the project is suspended or abandoned, including discontinuance of labor, work, services in whole or in part, for a period of ninety (90) days or more, or upon instruction by Client to Starr Whitehouse to suspend substantially all activity on the project, Starr Whitehouse shall be compensated for all services performed theretofore together with all Reimbursable Expenses due theretofore and the contract shall be deemed terminated. If the project is resumed after such suspension, Starr Whitehouse shall renegotiate the Agreement between Client and Starr Whitehouse prior to resumption of the work. Such renegotiations shall include a fee for remobilization costs incurred by Starr Whitehouse.

In the event of an uncured default of any provision of this Agreement, after ten (10) days notice to cure is delivered, this Contract may be deemed terminated by the non-defaulting party by reason



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of default. For purpose of this agreement, any failure to pay sums due under Paragraph 1, above, for a period of forty-five (45) days shall be deemed justifiable grounds for declaration of default. Either party may terminate this agreement without cause upon thirty (30) days written notice.

**Disputes:** The parties will endeavor to resolve any dispute by mediation using guidelines of the American Arbitration Association. Any dispute will be subject to mediation between the parties, and any claim arising out of this agreement will be subject to arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, if both parties agree to this. Laws of the State of New York shall control, and the parties agree proper venue shall be in the County of Jefferson in any proceedings arising in the transaction described herein. In the unlikely event that litigation is required between Starr Whitehouse and the Client concerning this agreement, or the rights and duties in relation to this agreement, the party prevailing in arbitration or litigation shall be entitled, in addition to other relief, a reasonable sum for attorney's fees, recording fees, and court costs. Landscape Architects are licensed by the State of New York.

#### **CLAIMS FOR CONSEQUENTIAL DAMAGES**

The Landscape Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with this Agreement.

#### **THIRD PARTY CLAIMS**

Nothing contained in this agreement shall create a contractual relationship with or cause of action favor a third party against either the Owner or Landscape Architect.

**Provisions:** If any provision of the Agreement is for any reason found invalid or unenforceable, such provision shall be deemed separate and shall not affect the validity of the remaining portions thereof. Starr Whitehouse shall not assign this agreement without owner's prior written consent. This agreement shall be binding upon and inure to the benefits of the parties and their assigns and successors in interest. Nothing in the Agreement shall create a contractual relationship for the benefit of any third party.

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**Construction Phase Services**

-Omitted-

**OWNER'S RESPONSIBILITIES**

1. The Owner shall provide full information in a timely manner regarding requirements for and limitations on the Project, including a program which shall set forth the Owner's objectives, schedule, including space requirements, flexibility, expandability, special equipment, systems and site requirements.
2. The Owner shall establish and periodically update an overall budget for the Project, including the Cost of the Work, the Owner's other costs and reasonable contingencies related to all of these costs.
3. The Owner shall designate a representative authorized to act on the Owner's behalf with respect to the Project. The Owner or such designated representative shall render decisions in a timely manner pertaining to documents submitted by the Landscape Architect in order to avoid unreasonable delay in the orderly and sequential progress of the Landscape Architect's services.
4. The Owner shall furnish AutoCAD format drawings that reasonably accurately describe the limits of the roof terrace area and locations of elements and obstructions on the roof. Dimensions critical to the design shall be verified in the field by Starr Whitehouse. (OMIT)
5. The Owner shall furnish the services of consultants other than those designated in the Agreement to be provided by the Landscape Architect when such services are requested by the Landscape Architect and are reasonably required by the scope of the Project.
6. The Owner shall furnish tests for air and water pollution; tests for hazardous materials; and other laboratory and environmental tests, inspections and reports required by law or the Contract Documents. (OMIT)
7. The Landscape Architect shall be entitled to rely upon the accuracy and completeness of the information provided by the Owner.

Landscape Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the Project site.

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Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for acts or failures to act occurring prior to Substantial Completion or the date of issuance of the final Certificate for Payment for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Landscape Architect's services are substantially completed.

This agreement shall be governed by the law of the State of New York.

This Agreement represents the entire and integrated agreement between the Owner and Landscape Architect, and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both parties.

The Owner and Landscape Architect, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Owner nor Landscape Architect shall assign this Agreement without the written consent of the other.



GYMO FEE PROPOSAL



June 24, 2022

Gail Wittwer-Laird, RLA  
Starr Whitehouse Landscape Architects & Planners  
553 Warren Street  
Hudson, New York 12534

Re: Professional Services - Thompson Park Master Plan

Dear Gail:

GYMO Architecture, Engineering and Land Surveying DPC is excited to partner with Starr Whitehouse on the Thompson Park Master Plan. Based on our call on Thursday, June 22<sup>nd</sup> GYMO offers the following proposal to execute the associated scope of work outlined below.

- **Base Map Surveying - \$5,000**  
GYMO will compile existing Lidar data, utility plans, trail mapping and other public source documents to develop a comprehensive 2-foot contour base map of the park.
- **Infrastructure & Building Assessment & Recommendations - \$25,000**  
GYMO will review the existing road, sanitary, storm, water, electric and telecommunications infrastructure in the park and make recommendations for improvements to the existing utility services and provide recommendations for the amphitheater being considered in the Master Plan.

GYMO will review the existing conditions of the buildings within the park to include the Old Bathhouse, existing bathrooms, Maintenance Buildings, and Pavilion as well as options for reusing the Old Bathhouse as part of the Master Plan. The buildings will be reviewed for any signs of structural issues and recommendations for improvements based on needs for the Master Plan. We are assuming that we will not find any significant structural issues. If required, significant structural & stabilization needs will be provided in a separate proposal.

- **Project Coordination, Council & Community Stakeholder Meetings - \$10,000**  
GYMO will facilitate and attend the following meetings & client coordination activities: This includes 8 meetings; each additional meeting will be billed on an hourly basis.
  - Project kick off meeting and tour of the park with city officials and Starr Whitehouse (1 meeting)
  - Facilitate meeting with stakeholder groups to gather input & feedback (1 meeting)
  - Review draft master plan with city officials (3 meetings)
  - Attend and present draft plan to a public community stakeholder meeting (1 meeting)
  - Attend meeting to review the final draft master plan with city officials with Starr Whitehouse (1 meeting)
  - Attend city council meeting to present the final master plan with Starr Whitehouse (1 meeting)

**Total Base Fee - \$40,000**

GYMO also offers pricing for the following additional services should the city request inclusion in the scope of work.

- **Drone aerial survey - \$20,000**  
GYMO will fly ±365 Acres of Thompson Park where more current and precise information is required to develop a digital ortho-photograph that can be utilized for current and future project planning. The deliverable will include a georeferenced JPEG with a resolution of 1 pixel equaling ½ foot however, we can accommodate several other file extensions if necessary. This price includes NYS prevailing wages. If not required, an alternative price can be provided.
- **Topographic Survey - \$2,240/day**  
GYMO offers the following daily rate to obtain additional specific topographic survey data in certain areas of the park for the development of new amenities. Any



Patrick J. Scordo, PE  
Matthew J. Cervini, PE  
Scott W. Soules, AIA  
Brandy W. Lucas, MBA  
Gregory F. Ashley, PLS

In Consultation  
Leo F. Gozalkowski, PLS  
Stephen W. Yaussi, AIA  
Edward G. Olley, Jr., AIA

18969 US Route 11  
Watertown, New York 13601

Tel: (315) 788-3900  
Fax: (315) 788-0668

E-mail: [web@gymodpc.com](mailto:web@gymodpc.com)

significant natural features, visible (at the ground surface) utilities will be confirmed in these areas while on site.

- **Cost Estimating** - \$160/hr  
**suggested allowance of \$5,000**  
GYMO can provide an estimator for the provided rate to provide a probable estimate for total project costs associated with potential projects suggested in the Master Plan.

Again, thank you for the opportunity and we look forward to collaborating with you.

Sincerely,  
GYMO Architecture, Engineering & Land Surveying, D.P.C.



Peter Clough  
Director of Construction Management



PORTFOLIO





As part of NYC Park's Anchor Parks Initiative, Starr Whitehouse has been retained to revitalize the largest park in the core of the densely-populated South Bronx—historic St. Mary's Park. Leading a multidisciplinary team of designers, ecologists, architects, and affiliated professionals, Starr Whitehouse has developed a Master Plan that stresses a distinct identity, intuitive circulation, expanded cultural function, enhanced local ecology, and above all, a welcoming environment for community members of all ages to reaffirm social ties. Near-term interventions include reactivating the Park's distinctive promenade as a social spine, clarifying circulation, improving access, and developing pilot ecological habitats to house training programs for future stewardship by the community.



Top, the iconic Rock will face a new plaza on E149th Street that will draw people into St. Mary's from the street. At center, a rendered plan for the park. At right, a new amphitheater nestled into the hilly topography will act as a space for scheduled and impromptu performances.







Above, a rendered view of the new 149th Street Plaza, featuring a permeable urban edge to draw in visitors, and capitalizing on the park's most iconic feature, a large schist outcropping simply called "The Rock," visible in the top right corner.



The planting plan distinguishes three native ecotypes within the park's pastoral core: Summit Grasslands in flatter areas, Upland Forests on steeper slopes, and Moist Meadow in low-lying areas. The active social and athletic perimeter will feature display gardens of native species drawn from the three interior typologies. Darker colors represent areas of intensive planting, while lighter color represents passive environmental management.

## RECONSTRUCTION OF THE GREAT LAWN

Central Park Conservancy  
New York, New York



The natural edge of the Turtle Pond  
(above); Playing fields (below).

By the 1990s, foot traffic had turned the 60-acre oval of Central Park's Great Lawn into an uninviting stretch of compacted dirt. Simply restoring the grass was inadequate. In her position as Chief of Design for Central Park, Laura Starr spearheaded a multi-pronged restoration plan. Through surveys and movement analysis of pedestrians, dog walkers, and cyclists, and discussions with designers, ballplayers, naturalists, and the Opera and Philharmonic, Starr achieved consensus on ways to accommodate their diverse activities while maintaining a healthy lawn. The lawn was revived with new sandy soils and custom blend of hardy grass. The pond was restored and given a more variegated shoreline planted with native marsh grasses and strewn with naturalistic boulders. A new island attracts birds, which can be viewed from a nearby bird blind that doubles as a sunny, quiet deck. Restoration efforts were matched with a new management and maintenance plan. Starr adapted the practice of closing the lawn during wet periods, through the use of differently colored flags, helping to protect the grass at its most fragile moments. The concert stages and set-up trucks were moved from the south end of the lawn to the north to minimize disruption to the pond area, and permanent electrical utilities were installed to avoid diesel generators.



Beyond its daily athletic activity, the Great Lawn serves as an enormous social space, attracting groups from picnicking couples to large concerts and events from early spring into late autumn.



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**HARLEM MEER**  
Central Park Conservancy  
New York, New York



As the Chief of Design for Central Park at the apex of its restoration effort, Laura Starr oversaw the redesign and full construction of the Harlem Meer, a serpentine 11-acre lake situated in the north of the park. Prior to restoration, the concrete wall covering the shoreline had deteriorated to a point where the site was no longer usable. Under Laura's supervision, the wall was demolished to make way for an undulating shoreline featuring winding paths, aquatic grasses, boulders, and a small sand beach. Public facilities, such as restrooms and information areas, and recreational programming have also helped to attract visitors to the Meer. The Project received the national ASLA Merit Award in 1995.



Top, previous conditions: a hard edge and significant deterioration.

Above, the new shoreline in bloom.

At right, neighbors enjoying new programming for families at rehabilitated points of access to the water.





**STARR WHITEHOUSE**  
Landscape Architects  
and Planners PLLC

## **CENTRAL PARK WEST SIDE**

Central Park Conservancy  
New York, New York



In her former capacity as Central Park's Chief of Design, Laura Starr led the process to re-envision the Central Park's west side perimeter landscapes. Unlike the Park's eastern perimeter with its graceful paths running the length of the park, leading to a series of popular destinations, the western perimeter was laced with poorly placed paths, and vacant, dusty landscapes. Starting at Columbus Circle, continuing north to 96th Street, and including the Great Lawn and North Meadow Ball fields, the plan reconfigured miles of pedestrian paths and bridle trails to create a satisfying park experience and serve a series of new destinations. Under Starr's direction, concepts for a Naturalists Walk by the American Museum of Natural History, a new amphitheatre at Summit Rock, and a richly planted

Rhododendron Mile became compelling donor opportunities and important



Top, a restored path meanders under a stone bridge. Above, a rustic footbridge immerses visitors into a reconstructed wetland.



## EMPIRE STATE TRAIL GATEWAYS

Hudson River Valley Greenway / Empire State Trail  
Multiple Sites, New York State



A map of the entire Empire State Trail system. The gateways link visitors to the greater trail system and reflect regional character.

In 2017, Starr Whitehouse teamed with C+G Partners and ALTA Planning + Design to create design guidelines for New York State's ambitious Empire State Trail system, a continuous 750-mile route spanning from the urban core of New York City north to Canada and west to Buffalo. Now, Starr Whitehouse has been retained with Bergmann as Engineer of Record to design and implement the first six gateways for the new system. Located in Manhattan, Syracuse, Rochester, Lockport, Tonawanda, and Buffalo, each Gateway reflects the local character of its host community and provides New Yorkers with the opportunity to explore the state's iconic landscapes and diverse history. The Gateways also enhance access points to the trail, transforming them into vibrant social spaces with small gathering areas and amenities such as benches, restrooms, potable water, information kiosks, bike repair, and charging stations. Native plant palettes provide visual interest as well as habitat for local and migratory animal and insect life. Lauded by Gov. Cuomo, the Trail will protect native ecosystems and drive economic activity. Upon its completion in 2020, the corridor will be the longest multi-use state trail in the nation.



The Empire State Trail Gateway in Buffalo, scene here at sunset, allows visitors to reflect on the region's local character, landscapes, and diverse history.



**STARR WHITEHOUSE**

Landscape Architects  
and Planners PLLC

**THE BATTERY**

The Battery Conservancy; NYC Parks  
New York, New York



Starr Whitehouse's work at The Battery is transforming a non-descript lot at the foot of New York City into a world-class urban park. In twenty years of Laura Starr and Jeffrey Poor's involvement, the park's program and design have evolved organically, building a new community of users in a neighborhood that is becoming more and more residential. From solitary paths through seaside gardens, to open-air kiosks and eating areas, to a state-of-the-art playground that promotes ecological awareness in children, to the new perimeter bikeway connecting the east and west sides of Manhattan, each phase has expanded the park's functionality, ecology, and constituency. Today, the reconstructed Battery is a beloved urban space that draws millions of visitors annually—inviting tourists, office workers, and new residents to experience the natural abundance that made this small island at the mouth of the Hudson the gateway to the country beyond.

Above, the quiet seaside gardens of the Battery Bosque, an immersive urban habitat just minutes from the towers of the Financial District. Below, an aerial view of the whole Battery as it looks after twenty years of coordinated efforts between public officials, donors, landscape architects, architects, engineers, planners, and the Battery Conservancy.





# SITE PLAN OVERVIEW



- Welcome Center**
  - A1 Entrance/Membership Office
  - A2 Shop (left)
  - A3 Exit
- Kid Zone**
  - B1 Playground
  - B2 TBO Exhibit
- Waters of New York**
  - C1 Fresh Water Aquarium
  - C2 Expanded Education Classroom
- Administration/Education**
  - D1 Classrooms
  - D2 Administration
  - D3 Educator Animal Holding
- Support Facilities**
  - E1 Maintenance
  - E2 Vet Clinic/Quarantine
- Pollinator Zone**
  - F1 Butterfly House
  - F2 Pollinator Garden
- Western Grasslands**
  - G1 TBO Exhibit
  - G2 Elk
  - G3 Bison
  - G4 TBO Exhibit
  - G5 Covered Pavil
- Adirondacks**
  - H1 Moose
  - H2 Caribou
  - H3 TBO Exhibit
  - H4 TBO Exhibit
  - H5 TBO Exhibit
  - H6 TBO Exhibit
- Partners in Conservation-NYS**
  - DEC/Native Americans
  - I TBO Exhibit
- Adventure Park**
  - J1 Ropes Course, Zip Line, Nature Play
  - J2 Supplemental Parking
- Event Lawn/Restrooms/Concessions**
  - K1 Farm/Agriculture
- Finger Lakes**
  - M1 TBO Exhibit
  - M2 TBO Exhibit
  - M3 Otter
  - M4 Black Bear
  - M5 Porcupine/Owl
  - M6 Moose
  - M7 TBO Exhibit
  - M8 TBO Exhibit
- Walk-Thru Aviary**
  - N1 Aviary
- Long Island Sound / Lower Hudson River**
  - O1 TBO Exhibit
  - O2 Inland Pond/Lake/Ingham/Small Mammal
  - O3 Bald Eagle/Turkey Vulture
  - O4 Saltwater Aquarium
  - O5 Master Site
- Botanical Garden**
  - P1 Covered Courtyard/Portable Space
  - P2 Screen Pavilion
  - P3 Food Service/Event Space



## ZOO NEW YORK MASTER PLAN SCHEMATICS

GYMO developed a master plan that evaluates what the Zoo could be in 100 years. The master plan will guide development and aid in securing funding. Updates include an outdoor recreational park, zip lines, an interactive park with climbing walls, a new entrance, an organized flow of traffic, an aquarium, and a barn facility. Also, new animal exhibits will be added that corresponds to the New York region in which they are most seen. The plan aligns with providing the highest quality guest experience, along with the highest level of animal care. The plan also provides a vision for supporting our local community.







# CITY OF WATERTOWN THOMPSON PARK AMPHITHEATER

GYMO was selected to provide design services for a major new development in the City of Watertown's historic Olmstead Thompson Park. The City wanted a modern and iconic design that followed the natural slope of the hill and that did not take away from the view. GYMO worked collaboratively with Starr Whitehouse Landscape Architects and Planners and Studio V to create this design. The plans will be submitted with applications for funding assistance.





KEY STAFF RESUMES & TEAM STRUCTURE





## PROJECT TEAM

Starr Whitehouse has assembled a team that is set up to deliver the full range of services for this Master Plan. The team will be led by Gail Wittwer-Laird, Principal and Director of Starr Whitehouse's Hudson Office. With eighteen years of experience as both a technical and administrative lead for NYC Parks, Gail has worked on projects throughout New York State, recently completing the first seven gateways for New York's Empire State Trail, implementing the design guidelines she helped develop for the trail in 2017. Partner Laura Starr joins the team as Project Advisor. As Chief of Design for the Central Park Conservancy during the park's ambitious reconstruction, Laura worked with agencies, donors, maintenance staff, the business community, and residents to revitalize New York's most famous park. Joining Gail and Laura as Project Manager will be Landscape Architect Chris Anderson. From coordinating the re-design and reconstruction of 35-acre St. Mary's Park in the Bronx, to managing the completion of six new gateway plazas across New York State for the Empire State Trail, Chris has honed a versatile skill set geared toward finding creative solutions, coordinating efficiently with project teams, and delivering thoughtful, effective and well-loved spaces.

Starr Whitehouse is excited to welcome GYMO Architecture, Engineering & Land Surveying, DPC (GYMO) who will bring their local knowledge, infrastructure expertise, and surveying capacity to the team. GYMO is one of the most established, successful, and reputable professional firms in the North Country, with more than 40 years of regional professional experience and expertise as design professionals and land surveyors. Pairing GMYO and Starr Whitehouse together will offer a unique balance between city vision and local presence. GYMO will serve as the necessary liaison between the mission of the plan and the community members it affects. The project team at GYMO is comprised of local individuals who are actively involved in the park as volunteers and GYMO's Communication Manager Morgan Spencer is a board member of Friends of Thompson Park. The team will effectively communicate local knowledge, history and community feedback to Starr Whitehouse and help incorporate it into the new Master Plan. GYMO is prepared to assist in all phases of the Master Plan including infrastructure development, building assessment, mapping, surveying as well as estimating improvements to the park.

**STARR WHITEHOUSE**  
Landscape Architects  
and Planners PLLC

**Education**

Master in Landscape Architecture, Harvard  
University Graduate School of Design,  
Cambridge, MA  
Bachelor in Landscape Architecture,  
California Polytechnic State University,  
San Luis Obispo, CA  
Concentration in Urban Design, California  
State International Program, Florence,  
Italy

**Registration**

Landscape Architecture, NY and CA

**Professional Organizations**

Society of Fellows of the American  
Academy in Rome  
NYC Urban Forest Task Force  
American Society of Landscape Architects

**Honors and Awards**

Public Design Commission Award for  
Excellence, Van Name Van Pelt Plaza,  
2016  
Village Society for Historic Preservation's  
Village Award, Bleecker Street Sitting,  
2012  
Public Design Commission Award for  
Excellence, Albert Capsuoto Park, 2007  
Rome Prize Fellow in Landscape  
Architecture, 1996  
Community Design Fellowship for The  
Parks Council, NYC, Harvard University  
Graduate School of Design, 1994

**Areas of Emphasis**

Urban Forestry  
Green Infrastructure

**Languages**

English, Italian, Conversant in French

**Contact**

Starr Whitehouse  
80 Broad St, Suite 1700  
New York, NY 10004  
t: 212.487.3272  
gwittwerlaird@starrwhitehouse.com

**GAIL WITTEWER-LAIRD, RLA, ASLA, FAAR '96**  
Principal & Director, Starr Whitehouse Hudson

**Professional Experience**

With over 25 years of experience designing the public realm, Gail brings a wealth of public and private sector knowledge to the Starr Whitehouse team. Her 18-year tenure with New York City Parks began in 1997 as the Landscape Architect and Deputy Administrator for Riverside Park, followed by Director of Greenstreets in the Division of Forestry from 1999 to 2002, Senior Designer for Capital Projects from 2002 to 2010, and Design Director for Staten Island Capital projects from 2011 to 2016. While at parks, Gail led a number of high-profile projects, including facilitating early construction phases in the reclamation of Freshkills Park, and leading the NYC Parks team on the \$29 million design-build contract for Peter Minuit Plaza, a collaboration with NYCDOT and the MTA.

At Starr Whitehouse, Gail has led large-scale, multi-disciplinary projects for both public and private clients, including the renovation of the Brooklyn Bridge Esplanade for the NYC Economic Development Corporation, design guidelines and gateway implementation for New York State's Empire State Trail, and landscape design for multiple affordable housing campuses in the Bronx. In 2020, she opened a branch office (Starr Whitehouse's third) in Hudson New York, where she currently leads the the City's DRI-funded renovation of historic Promenade Hill Park and a new landscape vision plan for the historic Dr. Oliver Bronson House.

Gail is an award-winning designer who was chosen as a Fellow in Landscape Architecture at the American Academy in Rome in Fall 1995. In the Summer of 1997 and 1998, Gail was an artist in residence at the Corporation of Yaddo in Saratoga Springs. Built projects in New York City include the Irish Hunger Memorial (2001) a collaboration with Artist Brian Tolle and 1100 Architects for the Battery Park City Authority, CaVaLa aka Albert Capsuto Park (2007), which received an award for excellence in design from the Public Design Commission, the renovation of Bleecker Street Sitting (2012) which received a 2012 Village Award from the Greenwich Village Society for Historic Preservation and in 2016 an award for excellence in design from the Public Design Commission for Van Pelt Plaza, a joint project of NYCDOT and NYC Parks. In 2004, together with architect Aaron MacDonald and Philip Johnson, she renovated the courtyard for the Morningside House Senior Center in the Bronx.

**Representative Projects**

Promenade Hill Park Universal Access and Plaza Redesign, Hudson, NY  
Dr. Oliver Bronson House Landscape Vision Plan, Hudson, NY  
Empire State Trail Design Guidelines and Gateway Design, NYS/Hudson Valley  
Greenway  
Jones Beach Energy and Nature Center, Jones Beach State Park, NY  
Jones Beach West Games, Jones Beach State Park, NY  
Brooklyn Bridge Esplanade, New York, NY  
Hudson North Bay Trail Connector, Hudson, NY  
StuyTown Fitness Park and Play Areas, New York, NY  
Mill Brook Senior Housing Center Terrace and Gardens, Bronx, NY  
Story Avenue Apartments, Bronx, NY  
Compass Residences Affordable Housing, Bronx, NY  
Phipps Lambert Houses, Bronx, NY

*\*Work completed prior to joining  
Starr Whitehouse.*



## STARR WHITEHOUSE

Landscape Architects  
and Planners PLLC

### Education

Master in Landscape Architecture,  
University of Pennsylvania  
Bachelor in Architecture,  
Washington University

### Registration

Landscape Architecture, NY and NJ

### Affiliations

Fellow, American Society of Landscape  
Architects  
Board Member, Manhattan Community  
Board 1  
Member, CB1 Resiliency Taskforce  
President, American Society of  
Landscape Architects New York  
Chapter, 2012–2013

### Awards

Design Commission Award for Excellence  
in Design  
ASLA NY Chapter Honor Award (2015,  
2017)  
ASLA NY Chapter Merit Award (2006,  
2007, 2010, 2014, 2017, 2018)  
ASLA Honor Award (1998, 2016)  
ASLA Merit Award (1994)  
2014 Rebuild By Design Winner (\$335m)  
APA National Planning Excellence Award  
for Urban Design (2015)  
NY Metro APA William H. White Award  
(2014)  
Built by Women Award (BxW): 2015  
Holchim Silver Award for Sustainable  
Construction (2014)  
AIA-NY Award of Excellence (2009)  
The Waterfront Center's Excellence on the  
Water Award (2006)  
Rudy Bruner Award for Urban Excellence  
(1995)  
Parks Council Philip N. Winslow Award  
(1995)  
NYC Landmarks Preservation Award  
(1995)  
Victorian Society Award (1994)

### Publications/Speaking

"Making Density Livable," Skidmore  
Owings & Merrill, 2014  
"Working Internationally," NY Center for  
Architecture, 2014  
"Wild for the City: Creating & Sustaining  
Urban Nature," Rutgers University  
Landscape Architecture Spring Lecture  
Series, 2013  
"The Role of Design in Ecological  
Restoration," Metropolitan Waterfront  
Alliance, 2012  
"Making Density Livable: How Landscape  
Architects Contribute to Cleaner,

## LAURA STARR, RLA, FASLA, LEED AP

Partner

### Professional Experience

With over 25 years' experience working in the New York City area, Landscape Architect Laura Starr is a local champion for sustainability, collaboration, and design excellence. As Chief of Design for the Central Park Conservancy, Starr worked intensively to forge consensus among diverse groups of stakeholders, renovating major destinations such as Harlem Meer, the West Side, and the Great Lawn. Entering the private sector, she collaborated on lauded landscape transformations exemplified by the Battery Upper Promenade, the award-winning designs for the Battery Bosque, and a pair of historic courtyards on Front Street at South Street Seaport. Starr's leadership was transformative for the ASLA-NY, which she led as president from 2013 to 2014. Under her guidance, the ASLA-NY built new relationships with professional organizations and the press, ran a successful fund-raising campaign to hire a full-time director, and rebranded itself into the optimistic, highly-connected, and urban organization it is today.

As a founding partner of Starr Whitehouse, Ms. Starr continues to nurture ties between the public, the city, and professional organizations. She has negotiated public/private partnerships both internationally, on master plans for Tel Aviv's Park Ariel Sharon and Gazelle Park in Jerusalem, as well as locally, collaborating with BIG Architects on the innovative VIA 57 West development, just one of a series of innovative housing developments that make density livable and high-quality housing affordable for thousands of New Yorkers. Ms. Starr has contributed significantly to Sandy recovery efforts through her work with the Special Initiative for Rebuilding and Resiliency, as the Landscape Architect on The BIG U, a winning Rebuild By Design team, and leading the East Harlem Resiliency Project. She has run numerous public outreach workshops that gather vital community feedback and build informed consensus around a series of implementable plans that refortify lower Manhattan while strengthening neighborhood identity, and as a member of Manhattan's Community Board 1, serves on the Board's resiliency taskforce. Today, Starr is seen as a leader in the field of sustainable landscape design and a strong advocate for a city that is greener and more responsive to the needs of a twenty-first century public.

### Representative Projects

Marsha P Johnson State Park Community Engagement and Schematic Design,  
Brooklyn, NY  
Jones Beach Energy and Nature Center, Jones Beach, NY  
A Vision For A Resilient East Harlem, New York, NY  
St. Mary's Park Master Plan and Reconstruction, Bronx, NY  
Halletts Point Waterfront Development, Queens, NY  
VIA 57 West Courtyard, New York, NY  
The Battery Perimeter, New York, NY  
Battery PlayScape, New York, NY  
The Battery Bosque, New York, NY  
The Big U, Rebuild by Design, New York, NY  
Mayor's Special Initiative for Rebuilding and Resiliency Report, Manhattan and  
Staten Island, NY  
Arverne Nature Preserve, Queens, NY



## STARR WHITEHOUSE

Landscape Architects  
and Planners PLLC

### Education

Master in Landscape Architecture, College  
of Environmental Science and Forestry,  
The State University of New York,  
Syracuse, NY, 2017

Bachelor in Literary & Cultural Studies/  
Film, College of William & Mary,  
Williamsburg, VA, 2009

### Registration

Landscape Architecture, NY

### Honors and Awards

National ASLA Student Honor Award,  
General Design, 2017

LA Foundation University Olmsted Scholar,  
2017

Honor Society of Sigma Lambda Alpha,  
2016-2017

SUNY-ESF Aaron R. Vogel Scholarship for  
Land Protection, 2015

### Contact

Starr Whitehouse  
553 Warren Street  
Hudson, NY 12534  
80 Broad Street, Suite 1700  
New York, NY 10004  
m: 703.975.1820  
t: 212.487.3272 ext. 139  
f: 212.487.3273  
canderson@starrwhitehouse.com



## CHRIS ANDERSON, PLA

Landscape Architect

### Professional Experience

Chris Anderson was initially drawn to the practice of landscape architecture after several years working for the National Park Service, interning at the Gowanus Canal Conservancy, and volunteering at prominent urban parks such as Brooklyn Bidge Park and the High Line. At Starr Whitehouse, he has supplemented his passion for dynamic public open spaces with a deeper understanding of the complex multi-scalar components and processes contained within landscape projects of all types. From overseeing the construction of a one-acre resilience park in Hoboken, to coordinating the re-design and reconstruction of 35-acre St. Mary's Park in the Bronx, to managing the completion of six new gateway plazas across New York State for the Empire State Trail, Chris has honed a versatile skill set geared toward finding creative solutions, coordinating efficiently with project teams, and delivering thoughtful, effective and well-loved spaces.

Since relocating to the Upper Hudson Valley in 2020, Chris has been active in establishing Starr Whitehouse's studio in Hudson, NY. There, he works with Gail Wittwer-Laird to help organizations and communities Upstate transform open spaces for the needs of a twenty-first century world.

### Representative Projects

Promenade Hill Park, Hudson, NY  
NYS Parks Empire State Trail Gateways, Multiple Sites, New York State  
Bronson Park Vision, Hudson, NY  
St. Mary's Master Plan and Reconstruction, Bronx, NY  
Battery PlayScape, New York, NY  
Harlem Greenway Link, New York, NY  
Hoboken Southwest Park, Hoboken, NJ  
Bedford Green House, Bronx, NY  
Mill Brook Houses, Bronx, NY  
Cunningham Park Garage, Queens, NY  
Coney Island Affordable Housing Development, Brooklyn, NY  
Covenant House Young Adult Shelter, New York, NY  
StuyTown Fitness Playground, New York, NY  
Fresh Creek Coastal Resiliency, Brooklyn, NY  
Crossroads Development Plaza, Bronx, NY  
Woodstock Residence, Woodstock, NY  
Gowanus Greenscape Master Plan, Brooklyn, NY\*  
American Chestnut Research & Restoration Preserve, Tully, NY\*

*\*Work completed prior to joining  
Starr Whitehouse.*



## STARR WHITEHOUSE

Landscape Architects  
and Planners PLLC

### Education

Master of Urban & Environmental  
Planning, Urban Design Certificate,  
University of Virginia, School of  
Architecture

Bachelor of Arts, Social Thought and  
Political Economy & International  
Relations, *Cum Laude*, University of  
Massachusetts, Amherst

### Volunteering

Native Plant Trust's Plant Conservation  
Volunteer (PCV): MA, 2020 - Present  
Boston Public School Academic Mentor:  
Boston, MA, 2020- Present

Esplanade Friends Council: Boston, MA,  
2018- Present

Engineers Without Borders: 2017-2018  
New Orleans Water Collaborative:

Raingarden Design Build  
(Co-organizer), New Orleans, LA, 2017  
KaBOOM! Design Build Playground  
Internship, San Francisco, CA Summer  
2015

The Battery Conservancy, Farm  
Apprenticeship, New York, NY, 2013  
Brooklyn Grange Rooftop Farm  
Internship, New York, NY, 2013



## ELIZABETH VAN DER ELS

Planner

### Professional Experience

Elizabeth joined Starr Whitehouse in 2021 as an urban planner with a background in community development, transportation, and resiliency. Prior to Starr Whitehouse, Elizabeth worked in the private, public, and non-profit sectors. Her work included managing and collaborating on large-scale community engagement efforts, waterfront development projects, climate action plans, and city master plans in urban contexts like New Orleans, Boston, and Houston.

In her free time, Elizabeth has been active in green infrastructure community design builds, youth education programs about design, and urban gardening initiatives. Elizabeth is currently conducting research with the National Cooperative Highway Research Program (NCHRP) spearheaded by the National Academies of Sciences, Engineering, and Medicine and Transportation Research Board (TRB). The objective of the research panel, "Incorporating Resilience Concepts and Strategies in Transportation Planning" is to develop a guidebook on how state DOTs and other transportation agencies can integrate resilience concepts into transportation planning efforts at all scales of application.

Elizabeth holds a Master's of Urban and Environmental Planning with a certificate in Urban Design from the University of Virginia and an interdisciplinary undergraduate degree in Social Thought and Political Economy at the University of Massachusetts Amherst and an International Relations Certificate.

### Representative Projects

Union Square Partnership Streetscape and Lighting Plan, New York, NY

Nissequogue River State Park Master Plan, Kings Park, NY

Southwest "Resiliency" Park Expansion, Hoboken, NJ

Salem Municipal Harbor Plan, Salem, MA\*

Beverly and Salem: Resilient Together Climate Action & Resilience Plan, Beverly and Salem, MA\*

Imagine Nashua Master Plan Nashua, NH\*

Little Walnut Creek Greenbelt Community Master Plan, Austin, TX\*

Stewart Beach Park Pavilion Galveston, TX\*

Oak Park Stormwater Management New Orleans, LA\*

Connecting Our City and Our Coast: Framework for City Action on Coastal Resilience New Orleans, LA\*

Zilker Botanical Garden Master Plan Austin, TX\*

Healthy Parks Plan Travis, Bastrop, Caldwell, TX\*

Little Walnut Creek Greenbelt Community Master Plan, Austin, TX\*

Complete Streets Workshop New Orleans, LA\*

Westchase Livable Center Study Houston, TX\*

Homewood Comprehensive Community Plan, Pittsburgh, PA\*

\* Work completed prior to joining Starr  
Whitehouse



## STARR WHITEHOUSE

Landscape Architects  
and Planners PLLC

### Education

Master in Landscape Architecture, City  
College of New York, 2019

Bachelor in Environmental Design, Policy,  
and Planning, Stony Brook University,  
2016

### Languages

Bengali, Conversant in Hindi

## NUSRAT ALAM

Landscape Designer

### Professional Experience

Nusrat is a landscape designer with a master's in Landscape Architecture from City College of New York. She joins Starr Whitehouse with a year and half of experience in mixed-use, high-end and private developments across the New York metropolitan area. During her time in graduate school, she participated in different facets of landscape practices by working on grounds at Morningside Park, high-end developments at Hollander Design and climate resiliency practices at Stantec.

With love for sustainable design practices for our built-environment and coming from immigrant communities in American suburbs, Nusrat approaches design as a privilege and responsibility to our society. Nusrat received her B.A. in Environmental Design, Policy, and Planning at Stony Brook University.

### Representative Projects

Hope Building, Downtown Manhattan, NY\*

Baker Center, Elizabeth, NJ\*

Central Park Tower, Manhattan, NY\*

Morgan North Post Office, Manhattan, NY\*

9 DeKalb Avenue, Downtown Brooklyn, NY\*

*\*Work completed prior to joining  
Starr Whitehouse.*



Education

Master in Landscape Architecture,  
University of Virginia, 2019  
Bachelor in Environmental Studies,  
Colgate University 2016



Professional Experience

Mary has an innate desire to tell stories and build connections between people and the living things around them, a passion which led her to landscape architecture. Growing up on a farm with a lifelong love for reading, writing, and drawing, she has always been captivated by the small moments of beauty and wonder that inspire appreciation of the natural world—and she seeks to recreate these moments through the design of responsive and resilient public spaces. Mary joins Starr Whitehouse from Stimson Studio with two years of experience in private, institutional, and public planning and design. She brings a well-balanced intuitive and analytical approach informed by her background in environmental ethics. In graduate school, her research focused on the tools that landscape architects use to learn about sites and communicate the myriad histories, presents, and potential futures of a place. She develops these layers into graphic and narrative materials that convey the agency of sites and systems to stakeholders, clients, and design teams. Mary holds a Master's of Landscape Architecture from the University of Virginia and a Bachelor's in Environmental Studies from Colgate University, and has taught as a Lecturer at the University of Virginia MLA program. Her work has been exhibited at the University of Virginia, the Smithsonian, the Anchorage Museum, and has been published in Lunch journal.

Representative Projects

Brookline Residence Garden, Brookline, MA\*  
Unified Vision for Downtown Providence, Providence, RI\*  
Sapphire Farm, Sapphire, NC\*  
Tivoli Preserve, Albany, New York\*  
Lower Don Lands Master Plan, Toronto, Canada\*  
A Gathering Place for Tulsa, Tulsa, OK\*

*\*Work completed prior to joining  
Starr Whitehouse.*

# PETER CLOUGH

DIRECTOR OF CONSTRUCTION  
MANAGEMENT



Mr. Clough is the Director of Construction Management at GYMO. As a skilled and experienced Construction Manager, Peter has managed \$300 million in construction projects across a variety of markets, including K-12 education, local government, hospitals, and state agencies including NYS Parks, the New York Power Authority, and the Hudson River Valley Greenway. He has extensive experience in project development, project execution, estimating, critical path method scheduling, and field operations.

## EDUCATION

Master of Public Administration

Nelson Rockefeller School of Public Administration • Albany, NY • 1999

Bachelor of Political Science

Siena College • Loudonville, NY • 1996

## CERTIFICATION/AFFILIATION

OSHA 30 Hour Safety Training

NYSDEC Stormwater Management Training

## SELECT PROJECTS

City of Watertown Municipal Arena Renovation Project - \$11,200,000

Village of Lowville - Five Streets Projects - \$15,600,000

Village of Lowville Wastewater Treatment Project - \$9,200,000

Fair Haven State Park Bathhouse Renovations - \$2,100,000

Fillmore Glen State Park Historic Pavilion Renovation - \$845,000

## VOLUNTEER EFFORTS

Board of Directors Northern New York Builders Exchange (2019-Present )

President, North Country Lacrosse League (2013-Present)

Volunteer Assistant, Modified Girls Lacrosse Coach (2020-Present)

Watertown Pee Wee Wrestling Club (2018-Present)

Chairman, Town of Leray Zoning Board of Appeals (2017 -2019)

IHC Education Council (2013-2018) (Board President 2017-2018)

Cavalier Youth Wrestling Club (2010-2018)

President, Cavalier Youth Lacrosse Club (2010-2017)

President, Watertown Giants Pop Warner Association (2013-2016)





# MATTHEW CERVINI

CFO, MANAGING ENGINEER



Mr. Cervini is a partner with the firm, CFO, and Managing Engineer for project planning, and construction contract management. As a licensed engineer, he provides the design team with significant experience in land planning, site development, design of infrastructure improvements, permitting, and approvals. He also has extensive experience in construction management that consists of planning and management of approximately \$500M in design-build construction projects of various scope and sizes while employed by Lendlease in various roles from 2004-2019.

He is typically involved early in project assessment, cost planning, and design development, which involves concept planning and preliminary layout through final construction drawings and construction documents. Mr. Cervini leads the design team for all infrastructure projects.

## EDUCATION

Clarkson University, BS Civil and Environmental Engineering, 1996

## CERTIFICATION/AFFILIATION

Professional Engineer, New York, 2003

## SELECT PROJECTS

Town of Wilna Water District No. 1 & No. 2

Town of Rutland Water Project

Town of Henderson Water & Sewer Project

Village of Lowville Water, Sewer, and Road Reconstruction Project

Village of Lowville Wastewater Treatment Improvements Project

Village of Lowville Groundwater Development Project

Town of Adams Water Project

Town of Watertown Water Project



# PATRICK SCORDO

CEO, DIRECTOR OF ENGINEERING



Mr. Scordo is the President/CEO of GYMO and leads the civil engineering and land development design department. With over 33 years of experience in engineering design and project management, he provides his expertise in utility and infrastructure design for municipal, institutional, governmental, commercial and residential site development projects.

Mr. Scordo directs the civil/land development engineering design team coordinating the work of the project engineers and design engineers. He is involved with all facets of a project from study and conceptual planning stages through final design and includes contract administration, final inspections, and project certifications. His special expertise involves the evaluation and analysis of municipal and regulatory permitting requirements for engineering design of comprehensive site development and utility construction projects.

## EDUCATION

Jefferson Community College, AS Engineering Science, 1984

SUNY College of Environmental Science and Forestry, BS Forestry Engineering, 1986

## CERTIFICATION/AFFILIATION

Professional Engineer, New York

American Society of Civil Engineers Society of American Military Engineers

Association of United States Army

## SELECT PROJECTS

Village Lowville Five Streets Water and Sewer

Village of Carthage South Main Street Trailhead

Town of Adams Water District

Watertown City Center Plaza

Lusk Water Line Rehab/Replacement

Village of Lyons Falls Sewer System

Town of Rutland Water District Samaritan Medical

Water Study Town of Fine Sanitary Sewer System

Camp Bristol Upgrades





# MARK CRANDALL

SITE DEVELOPMENT PROJECT  
MANAGER



Mr. Crandall has over 25 years of site planning and interior design, with specialized professional illustration experience, working specifically with design professionals. Mark has hands-on experience with a result-oriented focus on implementing advanced technology to meet a diverse range of needs and coordinates the graphic requirements of each client across all GYMO disciplines. Mark applies his expertise as an information/technology systems manager, visual and aesthetic impact assessments developer, designer, and project manager throughout his career, and brings this professional experience to every GYMO project.

## EDUCATION

Alfred University, Alfred, New York, Concentration in Art and Design, 1986 to 1988

## CERTIFICATION/AFFILIATION

Licensed FAA Drone Pilot

Zoning Board of Appeals - Sackets Harbor, NY, 2003-2005

Planning Board - Sackets Harbor, NY, 2005-2009

## PUBLICATIONS/AWARDS

Graphics for "A Mighty Wind," by Elinor Burkett, The New York Times Magazine, June 15, 2003 Prepared Three Color Illustrations for The AutoCAD 3D Book, Second Edition.

Copyright 1991 by George O. Head, Charles A. Pietra and Kenneth J. L. Segal. Hallmark Nominee, 1985

Best of Show at Sackets Harbor Arts Center, 2006

Craftsman Award at Thousand Island Arts Center, 2010

## SELECT PROJECTS

Zoo New York Master Plan

City of Watertown Thompson Park Amphitheater

ConnexCare Entry Enhancements

Camp Bristol Upgrades





# SCOTT SOULES

DIRECTOR OF ARCHITECTURE



Mr. Soules is a partner at GYMO with nearly 20 years managing the design of complex construction and renovation projects through every facet of building assessment design and construction contract administration. Mr. Soules manages the team for both design and technical documentation as well as providing critical technical expertise and innovative design solutions for all aspects of project development. As an expert in the latest integrated computer design software, he coordinates the design team for all architecture and engineering project components as well as the development of the technical contract documents.

## EDUCATION

Herkimer County Community College – Architectural Drafting & Design, 1990  
Alfred State University, AAS Architectural Engineering Technology, 1999

## CERTIFICATION/AFFILIATION

Registered Architect, New York  
American Institute of Architects CNY Chapter  
Association of the United States Army  
Volunteer Transportation Center Board - Member

## SELECT PROJECTS

Boldt Castle Historic Preservation  
Village of Boonville Pedestrian Trail  
Village of Carthage Long Falls Park  
Town of Wilna Housing Authority  
Watertown Housing Authority  
Malone Housing Authority



# ZACHARY SCORDO

LAND SURVEY DEPARTMENT  
MANAGER



Mr. Scordo is a Survey Project Manager with over 6 years of land surveying experience. He is responsible for the management of all phases of a project. He ensures that projects meet client needs and quality control and is responsible for supervising and /or performing deed, map and title research, traverse adjustments, surveying calculations, drafting of maps and writing of legal descriptions. He manages boundary, topographic, planimetric, as-built, construction, three-dimensional GPS control network, and engineering design surveys.

## EDUCATION

A.A.S. in Surveying Technology, 2014, SUNY ESF Ranger School

A.S. Sports Management, 2013, SUNY Jefferson Community College

A.S. Liberal Arts & Sciences, 2012, SUNY Jefferson Community College

## CERTIFICATIONS

10 OSHA, 40-hour HAZWOPER, CPR & First Aid

## SELECT PROJECTS

Zoo New York

10th Mountain Division Monument in Thompson Park

Thompson Park Pool

Watertown Golf Course

Cedar Point State Park

Wellesley Island State Park

Wescott's Beach Overlook

Ord No. 1

July 12, 2022

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial

John Bellanger has submitted a request to change the approved Zoning Classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial.

The Planning Board reviewed the request at its July 12, 2022 meeting and defeated a motion to recommend that City Council change the approved zoning classification as requested. Attached is the complete zone change application, and Staff's report to the Planning Board. A copy of the Planning Board's meeting minutes will be sent to the City Council with the August 1, 2022 agenda package.

The City Council must hold a public hearing on the ordinance before it may vote. Staff recommends that City Council schedule a public hearing for 7:15 p.m. on Monday, August 1, 2022. A SEQRA resolution will be presented for City Council consideration at that meeting.



# ORDINANCE

Page 1 of 1

Changing the Approved Zoning Classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial

Council Member HICKEY, Patrick J.

Council Member OLNEY III, Clifford G.

Council Member PIERCE, Sarah V.C.

Council Member RUGGIERO, Lisa A.

Mayor SMITH, Jeffrey M.

Total .....

YEA	NAY

### *Introduced by*

BE IT ORDAINED where John Bellanger has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its July 12, 2022, meeting and defeated a motion recommending that City Council change the approved zoning classification as requested, and

WHEREAS the Jefferson County Planning Board was scheduled to consider the zone change at its meeting held on July 26, 2022 pursuant to General Municipal Law Section 239-m, and

WHEREAS a public hearing was held on the proposed zone change on August 1, 2022, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of 1008 Glen Street, Parcel Number 09-12-102.100 shall be changed from Residence B to Commercial, and

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

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

### *Seconded by*



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601  
PHONE: 315-785-7741 – FAX: 315-785-7829

TO: Planning Board Members

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

SUBJECT: Zone Change – 1008 Glen Street

DATE: July 7, 2022

---

**Request:** To Change the Approved Zoning Classification of 1008 Glen Street, Parcel Number 09-12-102.100 from Residence B to Commercial

**Applicant:** John Bellanger

**Owner(s):** John Bellanger

**SEQRA:** Unlisted

**County review:** Yes

---

**Comments:** The applicant seeks to rezone the subject parcel from Residence B to Commercial to provide egress from the rear of the parcel at 1015 Arsenal Street.

The applicant purchased the 1015 Arsenal Street parcel in 2018, with the intent to construct a new building and open a commercial business. Since purchasing the parcel, the applicant has not been able to move forward with construction because the Arsenal Street parcel does not have driveway access. The previous owners shared a driveway with 1019 Arsenal Street, however that agreement is no longer in place. The property at 1015 Arsenal Street is too narrow to provide a driveway that can provide both ingress and egress to the parcel.

In order to provide safe egress from 1015 Arsenal Street, the applicant purchased 1008 Glen Street with the plan to create a one-way driveway through his parcels, from 1015 Arsenal Street to 1008 Glen Street. However, the 1008 Glen Street parcel is currently zoned Residence B, and per Section 310-54 of the City's Zoning Ordinance "No driveway or other means of access for vehicles, other than a public street, shall be maintained or used in any Residence District for the servicing of any allowable use located in a Neighborhood Business, Limited Business, Commercial, Light Industrial, Heavy Industrial District or Planned Development District." In order to access the 1015 Arsenal Street parcel, which is zoned Commercial, the applicant must rezone the 1008 Glen Street parcel from Residence B to Commercial.

**Existing Conditions:** Presently, the parcels that front on Glen Street are all zoned Residence B, along with parcels at the rear of the block, along both Dorsey Street and Duffy Street. While changing the zoning of 1008 Glen Street will not be considered spot zoning, as it abuts with other commercial zoned parcels along Arsenal Street, it will be the only non-residentially zoned parcel on Glen Street.

**Future Plans:** As discussed above, the applicant currently owns the parcel to the rear of 1008 Glen Street, located at 1015 Arsenal Street. Because the Arsenal Street parcel does not have enough width to support a driveway that would allow both ingress and egress to the site, in order to develop the parcel, the applicant proposes to use 1008 Glen Street as an egress from 1015 Arsenal Street. While plans for development have not yet been finalized, the applicant proposes to construct a building at 1015 Arsenal Street for a commercial use.

**Zoning and the Comprehensive Plan:** The City's adopted Comprehensive Plan recommends the entire block as Commercial Corridor, which is described in the plan as follows:

*Commercial Corridor: "As opposed to Coffeen, Washington and State Streets, Arsenal Street from the western edge of downtown west toward Interstate 81 is primarily commercial and serves a much broader regional population. Arsenal Street is also a high volume arterial road, carrying 30,000 vehicles per day into the City from Interstate 81. As the regional retail center for the North Country, Arsenal Street provides a land area capable of higher density commercial and retail uses including modestly sized franchise companies. Parking is generally in front of these buildings and signage is prominent. While the desire is to maintain this land use, a higher standard of design to create a uniform/uncluttered look is anticipated. This can be accomplished with good site design and sign standards. Sidewalks, bike lanes, and transit stops should also be integrated in the design."*

While the new Zoning Ordinance has not yet been finalized and is still in draft form, the Zoning Re-Write committee realized that after taking a closer look at the neighborhoods on Dorsey Street, Glen Street and Duffy Street, that they were more residential in nature than commercial. Currently, the draft zoning map proposes to maintain the residential zoning that currently exists on these streets.

**Other:** As noted above, this project requires review by the Jefferson County Planning Board, pursuant to General Municipal Law, Section 239-m. The County Planning Board will review the application at its July 26, 2022, meeting.

**SEQR:** The applicant has submitted separate State Environmental Quality Review (SEQR) Short Environmental Assessment Forms (EAF) with the Zone Change. The City Council, as the lead agency, will need to complete a single Part 2 of an EAF and make a determination of significance.

cc: City Council Members

Michael Delaney, City Engineer

John Bellanger, 20195 State Route 3, Watertown, NY 13601





**City of Watertown**  
**ZONE CHANGE APPLICATION FORM**

*City of Watertown, Planning and Community Development Dept.*  
*245 Washington Street, Room 305, Watertown, NY 13601*  
*Phone: 315-785-7741 Email: [planning@watertown-ny.gov](mailto:planning@watertown-ny.gov)*

Received:

**PROPERTY INFORMATION:**

PROPERTY ADDRESS: 1008 GLEN STREET

TAX PARCEL NUMBER(S): 9-12-102.100

CURRENT ZONING DISTRICT: RESIDENTIAL VACANT LAND 311 PROPOSED ZONING DISTRICT: COMMERCIAL

**APPLICANT INFORMATION:**

APPLICANT NAME: JOHN BELLANGER

APPLICANT MAILING ADDRESS: 20195 STATE ROUTE 3

WATERTOWN, NEW YORK 13601

PHONE NUMBER: 315-778-4037 E-MAIL: ET20197@GMAIL.COM

**PROPERTY OWNER INFORMATION (if different from applicant):**

PROPERTY OWNER NAME: \_\_\_\_\_

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**CHECKLIST (please include all of the following in addition to this application form):**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Cover Letter*                 | <input checked="" type="checkbox"/> Tax Map with subject parcel highlighted*             |
| <input checked="" type="checkbox"/> Site Drawing (if applicable)* | <input type="checkbox"/> State Environmental Quality Review (SEQR) form*                 |
| <input checked="" type="checkbox"/> Metes and Bounds description  | <input type="checkbox"/> Written Support of Adjoining Property Owners (if applicable)    |
| <input checked="" type="checkbox"/> \$125 application fee*        | <input checked="" type="checkbox"/> Electronic Copy of Entire Submission (PDF Preferred) |

\*See appendices for further information

**Applicant Signature:**  **Date:** 06/21/2022

**Property Owner Signature (if different)** \_\_\_\_\_ **Date:** \_\_\_\_\_

John Bellanger  
20195 State Route 3  
Watertown, New York 13601  
June 21, 2022

TO; City of Watertown, New York  
RE: Cover Letter for Zoning Change of Parcel ID: 9-12-102.100  
ATTN: City Planning Department and the City Council

Dear Sirs and Madams:

I purchased a house located at 1015 Arsenal Street in 2018. The property is zoned Commercial. The house was in poor condition, and it contained asbestos. The house was razed in accordance with all applicable laws that same year with the intent of constructing a commercial building on the property. The new construction would, of course, provide temporary construction jobs and future jobs for workers who would become employees housed within that new building. However, my path of actually achieving that goal has been stymied several times.

I have owned that parcel of real property for more than four years now. That parcel of land shares a driveway with the adjacent property to the west, which is 1019 Arsenal Street. My parcel and that neighboring parcel have equally narrow road frontages of 41.25 feet; thus, the reason for the shared driveway. Arsenal Street is a State roadway, so New York State dictates and regulates what occurs along that roadway. Shortly after I purchased 1015 Arsenal Street, I contacted the owner of 1019 Arsenal Street, who does not reside at that property, and I asked permission to construct a new driveway which, understandably, is a requirement of NYS, and that driveway would butt up to and become a portion of the ingress/egress of a new parking lot. I also told the owner of 1019 Arsenal Street that I would bear the full expense of all of the construction of the new driveway, that we would work around her needs while the driveway was under construction, and that I would fully maintain it as well. The owner of that property refused to work with me at all regarding a new driveway, and to this day still does. Please see the enclosed text from her phone that she sent me when she refused to accept the new driveway. Some time later, I hired an attorney to speak with that owner about the situation and he told me that owner will never work with me regarding that issue. Please see enclosed, my attorney's emails to me regarding his findings. I have also offered to purchase 1019 Arsenal Street on two separate occasions and the owner has steadfastly refused to sell it to me.

In an attempt to proceed with the construction of my proposed building, I was able to purchase some adjacent property at the rear of my property. However, if I could purchase a parcel of real estate which would provide road frontage to a side street of Arsenal Street, then I could use that road frontage as an egress from my property. New York State has told me that they support that idea. However, I have not been able to purchase any such parcel. I have been in negotiations with one property owner, but the price to purchase that property has changed upwardly several times.

And that brings us to present day. The adjacent real property which I purchased at the rear of my Arsenal Street parcel has road frontage on Glen Street which is a road that runs in parallel with Arsenal Street, however that parcel of real estate is presently zoned residential vacant land, code 311. I ask you to approve a zone change for parcel 9-12-102.100 from residential vacant land to commercial. If you approve the zone change then I can put the engineers and architects to work and begin the process of the construction of a new building on Arsenal Street because that would give my property the egress which is required by New York State. The only commercial construction that I ask for on that parcel if you approve my request is for a driveway egress which would connect my 1015 Arsenal street parking lot to Glen Street. That driveway will only be a one-way egress. There will not be any 2-way traffic. The ingress to the Arsenal Street parking lot will front on Arsenal Street. Furthermore, I will erect two road signs facing Glen Street, one on each side of the driveway, which will read something like, "Not an Entrance, Exit Use Only." On the opposite side of each of those signs which would face the outgoing traffic on that driveway, the signs would read something like, "Left Turn Only," which would direct the outgoing traffic in one direction and to the closest side street, Dorsey, which would take that traffic to Arsenal Street by the shortest path. Only two residences front on Glen Street.

I do not believe that my proposed rezoning is consistent with the City of Watertown's adopted Comprehensive Plan, however, my proposed rezoning asks only that that rezoned parcel be allowed to be used as a driveway with possibly some parking spaces on the southern portion of the rezoned parcel, but no closer than one hundred feet from Glen Street. Nor should the rezoned parcel be used for any future commercial expansion.

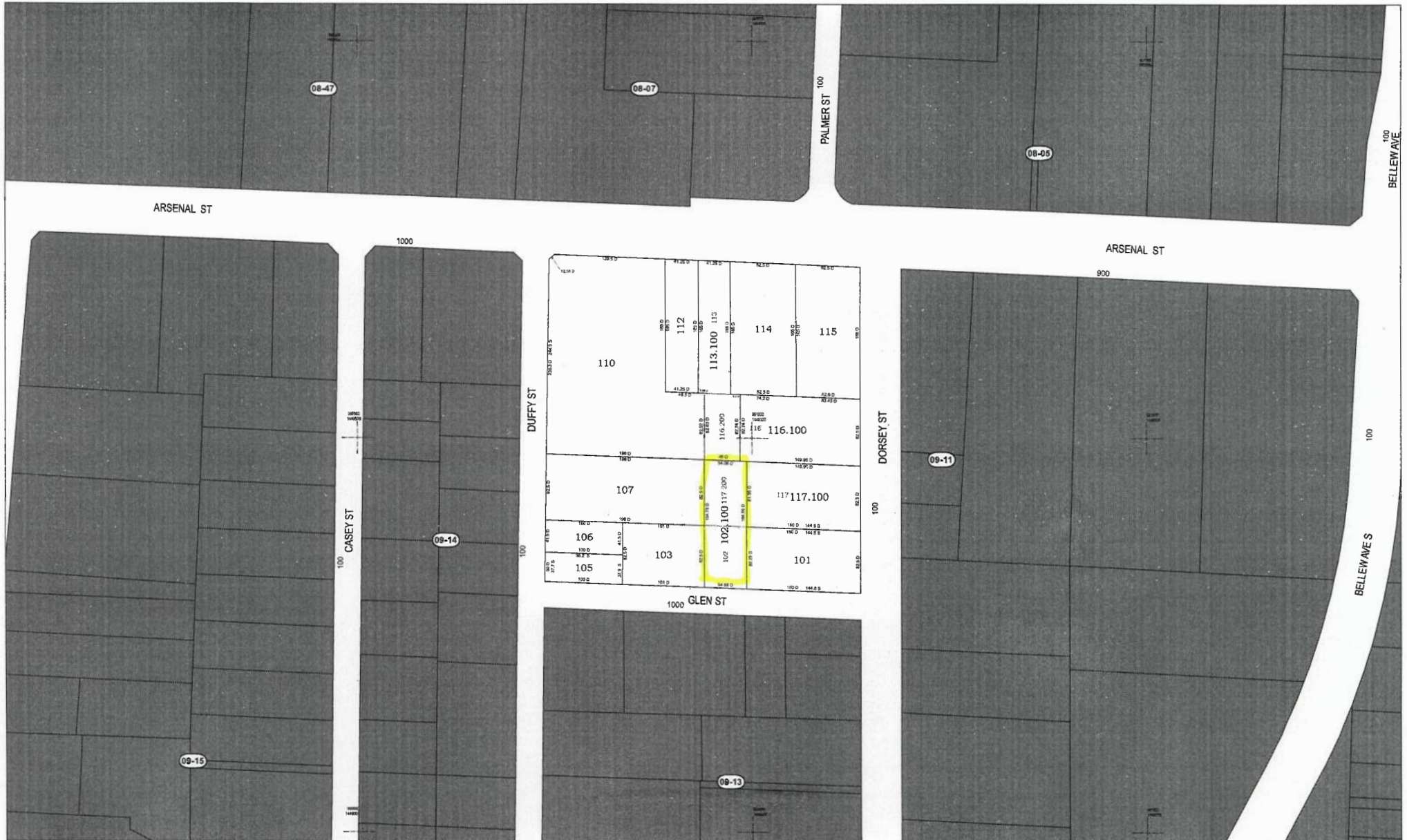
Thank you for considering my proposed plan.

Sincerely,

John Bellanger

2 Encls





Prepared by  
**City of Watertown GIS**  
 for  
**City of Watertown**  
 Assessment Department

**For Tax Purposes Only**  
 Not to be Used for Conveyance

INFO IS STATE PLANT  
 CENTRAL CORN. 66-1007

Parcel ID	Date
08-47	10/12/2018
08-07	10/12/2018
08-05	10/12/2018
09-14	10/12/2018
09-15	10/12/2018
09-11	10/12/2018
09-13	10/12/2018

Symbol	Description	Symbol	Description
—	Property Line	—	Coordinate Grid
- - - -	Historic Property Line	—	Point ID
▭	Building Outline	—	Assessment ID
—	Railroad	—	Parcel ID
—	City Boundary	—	Assessment ID
—	School District Boundary	—	Parcel ID
		—	Assessment ID
		—	Parcel ID



Tax Map  
**City of Watertown**  
 Jefferson County, NY

Section 09 Block 12

Printed Date: 5/29/2019

↑ 9-12-113  
COMMERCIAL PARCEL  
54.88 FEET ↑

PARCEL ID:  
9-12-102.100

DRIVEWAY

TRAFFIC ↓

164.86 FEET

DRIVEWAY

TRAFFIC ↓

BOUNDARY-  
SETBACK  
← 10 FEET →

BOUNDARY-  
SETBACK  
10 FEET

54.88 FEET

GLEW STREET

**PAT A. STORINO**  
PROFESSIONAL LAND SURVEYOR  
storinosurveying@twcny.rr.com

WATERTOWN, N.Y. 13601

TELEPHONE (315) 408-6555

January 22, 2019

17972 NORTH ADAMS HEIGHTS  
ADAMS, N.Y. 13605

TELEPHONE (315) 232-4068

**SURVEY BILL---PARCELS C & B COMBINED**

**Job No. 18-052**

ALL THAT TRACT OR PARCEL OF LAND known as 1008 Glen Street and the rear of 122 Dorsey Street and situate in the City of Watertown, County of Jefferson, State of New York being known as Parcel No. 912102 and part of Parcel No. 912117 as designated on the City of Watertown Assessment Maps and being further described as follows:

BEGINNING at a  $\frac{1}{2}$  inch iron pipe set in the northerly street margin of Glen Street at the intersection of the southeast corner of a parcel of land that was conveyed to Rejean & Huguette Roux by deed dated September 10, 1986 (Liber 1038, Page 307) and the southwest corner of a parcel of land (128 Dorsey Street) that was conveyed with other land to Rejean W. Roux by deed dated September 25, 2017 (ID No. 2017-15615);

THENCE from said point of beginning, North 72 degrees 03 minutes 25 seconds West along the northerly street margin of Glen Street, a distance of 54.88 feet to a  $\frac{3}{4}$  inch iron pipe found (7 inches below grade) at the southeast corner of other land that was also conveyed to Rejean & Huguette Roux but by deed dated December 28, 1995 (Liber 1490, Page 33);

THENCE North 15 degrees 37 minutes 31 seconds East along the east line of Roux (Liber 1490, Page 33), and the east line of land that was conveyed to Zhoa Hairong & Guanghei Shi by deed dated August 14, 2014 (ID No. 2014-11443), a total distance of 164.78 feet to a  $\frac{3}{4}$  inch iron pipe found at the intersection of the northeast corner of the Hairong/Shi parcel of land and the southeast corner of a 0.94 acre parcel of land that was conveyed to Shi & Gan Properties, LLC by deed dated February 9, 2010 (ID No. 2010-3355) and passing on line at 83.03 feet a wood fence post corner found;

THENCE South 72 degrees 06 minutes 30 seconds East along the division line between 114 Dorsey Street to the north and 122 Dorsey Street to the south, a distance of 54.08 feet to a  $\frac{1}{2}$  inch iron pipe set;

THENCE South 15 degrees 20 minutes 47 seconds West a total distance of 164.86 feet to the point of beginning and passing on line at 81.95 feet a  $\frac{1}{2}$  inch iron pipe set.

CONTAINING 0.206 acres of land more or less (8,971 square feet).

AS SURVEYED BY Patsy A. Storino, Licensed Land Surveyor, on September 4 & October 1, 2018 and being designated as Parcels B & C on a plat titled, "Subdivision Final Plat of 114 Dorsey Street, 122 Dorsey Street, 1008 Glen Street & 1015 Arsenal Street," dated September 27, 2018 and last revised on January 22, 2019.

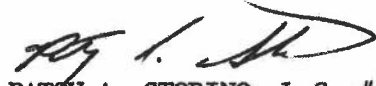
ALL BEARINGS referenced to magnetic north as observed on March 29, 1994.

SUBJECT TO all rights or restrictions of record.



INTENDING TO better describe and consolidate into one parcel of land the following two (2) conveyances:

- (1)--Parcel B--the rear or westerly part of 122 Dorsey Street that was conveyed with other land by Rejean H. and Huguette B. Roux to Rejean W. Roux by deed dated September 25, 2017 and recorded in the Jefferson County Clerk's Office on October 6, 2017 as Instrument No. 2017-15615 and
- (2)--Parcel C--all of the parcel of land known as 1008 Glen Street that was conveyed by Charles J. Bennett to Rejean and Huguette Roux by deed dated September 10, 1986 and recorded in the Jefferson County Clerk's Office on September 12, 1986 in Liber 1038 of deeds, at Page 307.



PATSY A. STORINO, L.S. #49013  
Licensed Land Surveyor

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

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

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

Part 1 – Project and Sponsor Information			
Name of Action or Project: <i>BELLANGER ZONE CHANGE</i>			
Project Location (describe, and attach a location map): <i>1008 GLEN STREET</i>			
Brief Description of Proposed Action: <i>OWNER WISHES TO HAVE P.N. 912102.100 (1008 GLEN STREET) REZONED FROM RESIDENCE B DISTRICT TO A COMMERCIAL DISTRICT. THIS PARCEL ADJUTS A PARCEL PREVIOUSLY APPROVED COMMERCIAL IN 2018. THE SUBJECT PARCEL IS CURRENTLY VACANT.</i>			
Name of Applicant or Sponsor: <i>JOHN BELLANGER</i>		Telephone: <i>315-778-4037</i>	
		E-Mail: <i>BT20197@GMAIL.COM</i>	
Address: <i>20195 NYS ROUTE 3</i>			
City/PO: <i>WATERTOWN</i>		State: <i>N.Y.</i>	Zip Code: <i>13801</i>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		<i>0.206</i> acres	
b. Total acreage to be physically disturbed?		<i>0.206</i> acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		<i>0.449</i> acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

















5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? <i>SCHOOL BUSING</i> c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <i>NA</i>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <i>NA</i>	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

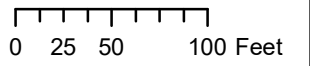
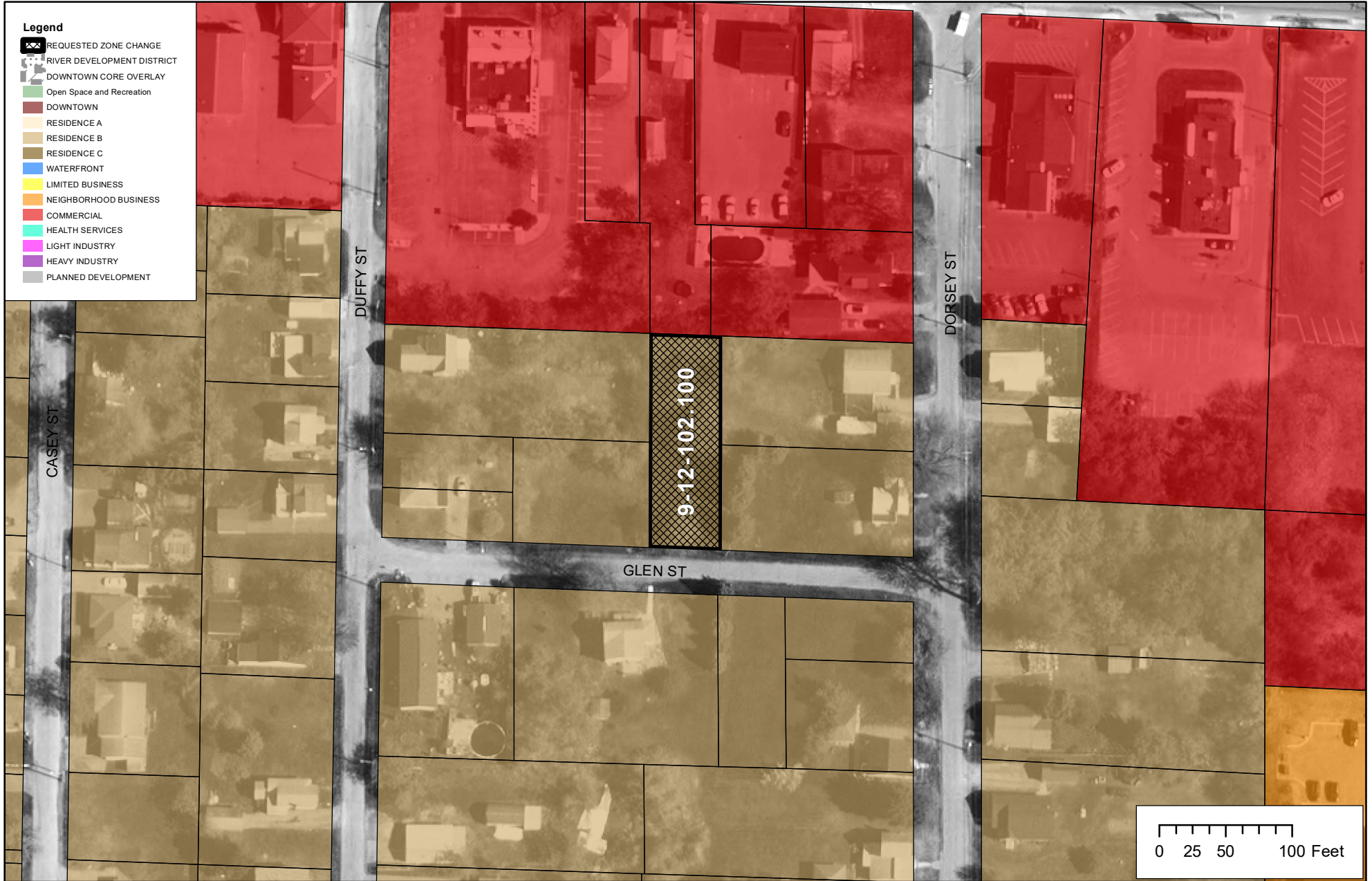


14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	<input type="checkbox"/>	<input type="checkbox"/>
If Yes, briefly describe: _____ _____		
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: <u>JOHN BELLANGER</u> Date: <u>JUNE 21, 2022</u> Signature: <u><i>John Bellanger</i></u> Title: <u>OWNER</u>		

**PRINT FORM**

**Legend**

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



**CITY OF WATERTOWN, NEW YORK  
GIS DEPARTMENT**

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

Drawn By: G.Baxter  
Date: 6/27/2022  
Requested By: J.Voss  
Date:  
Scale: As Noted  
Map Number:

Revision:	Description of Revision:	Date:	By:



Project: **ZONE CHANGE MAP**  
(Residence B to Commercial)

Title: **1008 Glen St**  
(9-12-102.100)

Laid Over

July 14, 2022

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance – Water Filter Underdrain and Filter Media Replacement

This Ordinance was laid over under the rules on July 5, 2022.

Included in the Fiscal Year 2022-23 Capital Budget was a project to replace the water treatment plant filter underdrain and filter media at an estimated cost of \$3,000,000. On July 5, 2022, City Council adopted a resolution to engage GHD to start the pilot study portion of the project. A bond ordinance has been prepared for City Council consideration to finance the project.

GHD	\$ 676,300
Estimated construction cost	<u>2,323,700</u>
Total Bond Ordinance	<u>\$3,000,000</u>



# ORDINANCE

Page 1 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.
Council Member OLNEY III, Clifford G.
Council Member PIERCE, Sarah V.C.
Council Member RUGGIERO, Lisa A.
Mayor SMITH, Jeffrey M.
Total .....

YEA	NAY

***Introduced by Council Member Lisa A. Ruggiero***

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on July 5, 2022, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by Mayor Jeffrey M. Smith, and upon roll being called, the following were

**PRESENT:** Council Member Patrick J. Hickey, Council Member Clifford G. Olney III, Council Member Lisa A. Ruggiero and Mayor Jeffrey M. Smith

**ABSENT:** Council Member Sarah V.C. Pierce

The following ordinance was offered by Council Member Lisa A. Ruggiero, who moved its adoption, seconded by Council Member Patrick J. Hickey, to wit:

**BOND ORDINANCE DATED JULY 5, 2022.**

WHEREAS, all conditions precedent to the financing of the capital purposes hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act to the extent required, have been performed; and

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

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

Section 1. For the specific object or purpose of paying the cost of water treatment plant improvements, including filter underdrain and media replacement, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$3,000,000 bonds of said City pursuant to the provisions of the Local Finance Law.

**ORDINANCE**

Page 2 of 6

Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

Section 2. It is hereby determined that the maximum estimated cost of the aforesaid specific object or purpose is \$3,000,000 and that the plan for the financing thereof is by the issuance of the \$3,000,000 bonds of said City authorized to be issued pursuant to this bond ordinance.

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

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

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

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

Section 7. The powers and duties of advertising such bonds for sale, conducting the sale and awarding the bonds, are hereby delegated to the City Comptroller, who shall advertise such bonds for sale, conduct the sale, and award the bonds in such manner as he shall deem best for the interests of the City; provided, however, that in the exercise of these delegated powers, he shall comply fully with the provisions of the Local Finance Law and any order or rule of the State Comptroller applicable to the sale of municipal bonds. The receipt of the City Comptroller shall be a full acquittance to the purchaser of such bonds, who shall not be obliged to see to the

# ORDINANCE

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.  
 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

application of the purchase money.

Section 8. All other matters, except as provided herein relating to such bonds, including determining whether to issue such bonds having substantially level or declining annual debt service and all matters related thereto, prescribing whether manual or facsimile signatures shall appear on said bonds, prescribing the method for the recording of ownership of said bonds, appointing the fiscal agent or agents for said bonds, providing for the printing and delivery of said bonds (and if said bonds are to be executed in the name of the City by the facsimile signature of the City Comptroller, providing for the manual countersignature of a fiscal agent or of a designated official of the City), the date, denominations, maturities and interest payment dates, place or places of payment, and also including the consolidation with other issues, shall be determined by the City Comptroller. It is hereby determined that it is to the financial advantage of the City not to impose and collect from registered owners of such bonds any charges for mailing, shipping and insuring bonds transferred or exchanged by the fiscal agent, and, accordingly, pursuant to paragraph c of Section 70.00 of the Local Finance Law, no such charges shall be so collected by the fiscal agent. Such bonds shall contain substantially the recital of validity clause provided for in section 52.00 of the Local Finance Law and shall otherwise be in such form and contain such recitals in addition to those required by section 52.00 of the Local Finance Law, as the City Comptroller shall determine.

Section 9. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this ordinance, no monies are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 10. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or



# ORDINANCE

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

Council Member HICKEY, Patrick J.
Council Member OLNEY III, Clifford G.
Council Member PIERCE, Sarah V.C.
Council Member RUGGIERO, Lisa A.
Mayor SMITH, Jeffrey M.
Total .....

YEA	NAY

(3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 11. This ordinance, which takes effect immediately, shall be published in full in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Unanimous consent could not be voted on due to the absence of a Council Member. Therefore, the foregoing ordinance was laid over under the rules.

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on July 18, 2022, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by Mayor Jeffrey M. Smith, and upon roll being called, the following were

PRESENT:

ABSENT:

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

Council Member Patrick J. Hickey	VOTING _____
Council Member Clifford G. Olney III	VOTING _____
Council Member Sarah V.C. Pierce	VOTING _____
Council Member Lisa A. Ruggiero	VOTING _____
Mayor Jeffrey M. Smith	VOTING _____

The ordinance was thereupon declared duly adopted.

\* \* \* \* \*

# ORDINANCE

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

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 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

## APPROVED BY THE MAYOR

\_\_\_\_\_  
 Mayor Jeffrey M. Smith                      July \_\_\_\_, 2022

STATE OF NEW YORK    )  
   ) ss.:  
 COUNTY OF JEFFERSON )

I, the undersigned Clerk of the City of Watertown, Jefferson County, New York, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on July 5, 2022, with the original thereof on file in my office, and that the same is a true and correct transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Council had due notice of said meeting.

I FURTHER CERTIFY that, [please check one below]

\_\_\_\_\_ (1) pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, or

\_\_\_\_\_ (2) due to the COVID-19 pandemic, said meeting was held remotely by conference call, video conference, or other similar means in accordance with the requirements set forth in Executive Order 202.1, as amended.

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

Newspaper and/or other news media   Date given

# ORDINANCE

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Ordinance Authorizing the Issuance of \$3,000,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of Water Treatment Plant Improvements, Including Filter Underdrain and Media Replacement, in and for Said City

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 Council Member OLNEY III, Clifford G.  
 Council Member PIERCE, Sarah V.C.  
 Council Member RUGGIERO, Lisa A.  
 Mayor SMITH, Jeffrey M.  
 Total .....

YEA	NAY

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

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

Designated Location(s) of Posted Notice	Date of Posting
Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code	

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July \_\_\_\_, 2022.

\_\_\_\_\_  
City Clerk

(CORPORATE SEAL)

***Seconded by*** Council Member Patrick J. Hickey



July 14, 2020

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Tax sale properties

The two-year redemption period ended on June 24<sup>th</sup> for those parcels included in the tax sale certificate auction held in June 2020. The following is a list of those properties for which the City has issued itself a tax deed.

<u>Address</u>	<u>Parcel #</u>	<u>Previous Owner</u>	<u>Property Class</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Lot size</u>	<u>Active Water Meter</u>
80 Alexandria Avenue	01-10-115.000	Barbara Beach	Residential Vacant Land	Residential B	\$1,100	40' x 70'	N/A
81 Alexandria Avenue	01-10-116.000	Barbara Beach	Residential Vacant Land	Residential B	\$800	30' x 70'	N/A
82 Alexandria Avenue	01-10-117.000	Barbara Beach	Residential Vacant Land	Residential B	\$800	30' x 70'	N/A
83 Alexandria Avenue	01-10-118.000	Barbara Beach	Residential Vacant Land	Residential B	\$800	30' x 70'	N/A
84 Alexandria Avenue	01-10-119.000	Barbara Beach	Residential Vacant Land	Residential B	\$8100	30' x 70'	N/A
85 Alexandria Avenue	01-10-120.000	Barbara Beach	Residential Vacant Land	Residential B	\$800	30' x 70'	N/A
86 Alexandria Avenue	01-10-121.000	Barbara Beach	Residential Vacant Land	Residential B	\$800	30' x 70'	N/A
100 Alexandria Avenue	01-10-307.000	Roy Miller	Residential Vacant Land	Residential B	\$500	30' x 70'	N/A
101 Alexandria Avenue	01-10-308.000	Roy Miller	Residential Vacant Land	Residential B	\$500	30' x 70'	N/A
405 Arsenal Street	10-03-221.000	Skellen Holdings Inc	Converted Residence	Commercial	\$81,300	64' x 88'	No
526 Cooper Street	02-02-115.000	Lea Christian	Residential Vacant Land	Residential B	\$1,100	22' x 200'	N/A
528 Cooper Street	02-02-116.000	Lea Christian	Residential Vacant Land	Residential B	\$1,100	22' x 200'	N/A
542 Cooper Street	02-02-121.000	Alfred Rosacia	Apartment	Residential B	\$121,400	70' x 84'	No
237 Main Street West	02-01-315.000	St. Michael Properties, Inc	Vacant Commercial	Commercial	\$2,050	28' x 44'	N/A
403 Main Street West	02-03-114.001	Glen Park Properties LLC	Vacant Commercial	Commercial	\$4,900	41' x 65'	N/A
409 Main Street West	02-03-114.000	Glen Park Properties LLC	Vacant Commercial	Commercial	\$18,500	.37 acre	N/A
610 Pine Street	09-04-114.000	Julie Frangione	Residential Vacant Land	Residential C	\$6,100	61' x 238'	N/A
256 Pleasant Street North	06-13-213.000	Gregory Webster	Single Family	Residential B	\$37,400	30' x 60'	No
56 Spring Street	04-26-324.000	Jacob Exford	Vacant Industrial	Residential C	\$1,350	50' x 98'	N/A
57 Spring Street	04-26-323.000	Jacob Exford	Vacant Industrial	Residential C	\$1,350	50' x 96'	N/A

58 Spring Street	04-26-322.000	St. Michael Properties, Inc	Vacant Industrial	Residential C	\$1,350	50' x 94'	N/A
850 Superior Street	01-16-308.000	Donald Averell	Manufactured Housing	Residential B	\$21,900	49' x 117'	Yes
8 Water Street	04-26-308.000	Jacob Exford	Vacant Industrial	Residential C	\$4,750	50' x 15'	N/A

80, 81, 82, 83, 84, 85 and 86 Alexandria Avenue

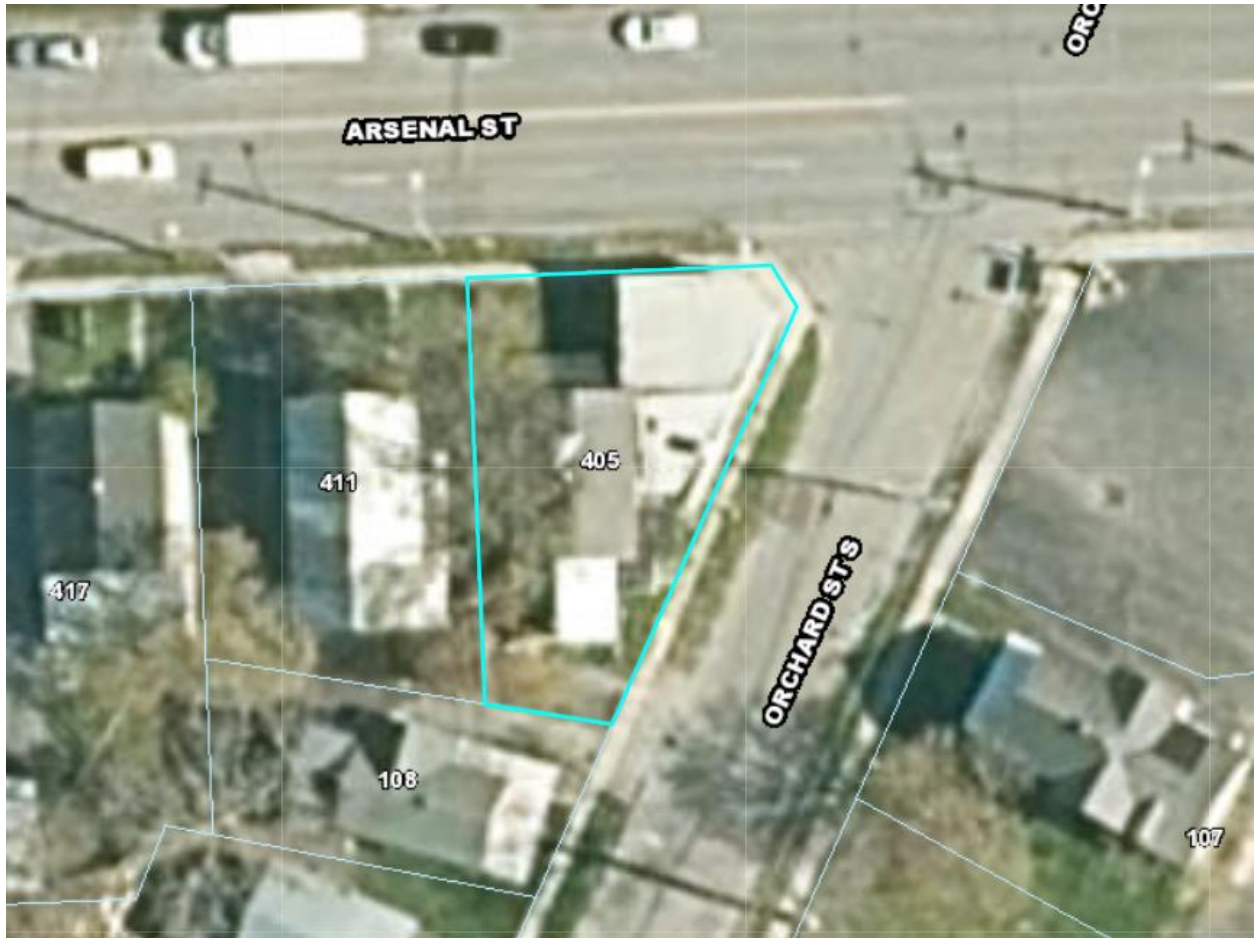


100 and 101 Alexandria Avenue





**405 Arsenal Street**

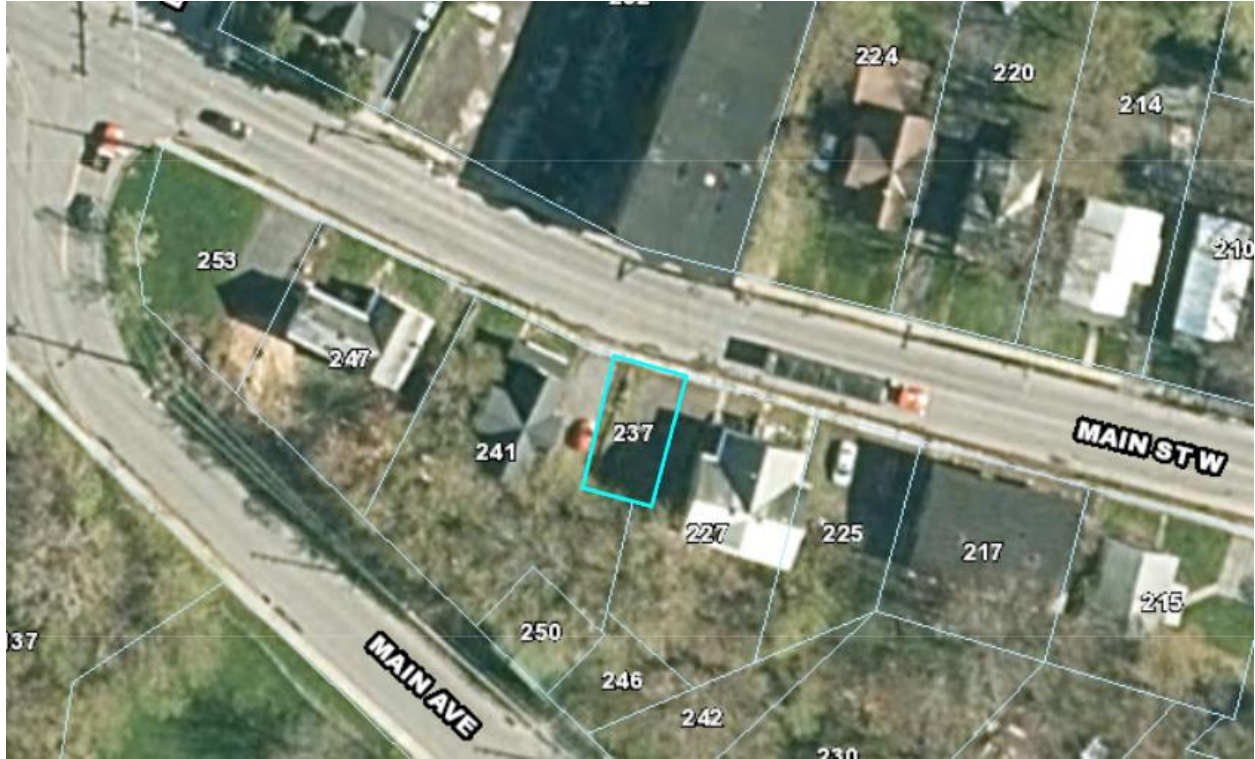


526





**237 Main Street West**



**403 and 409 Main Street West**

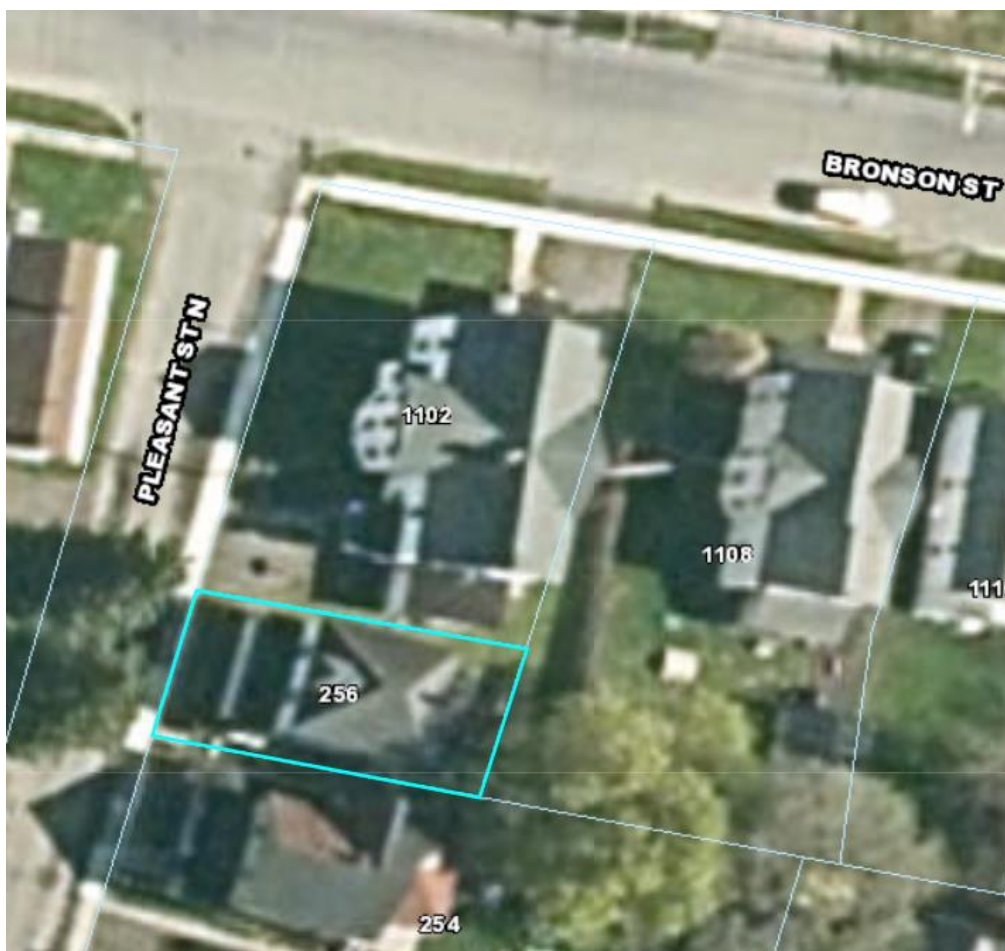




610 Pine Street



256 Pleasant Street North

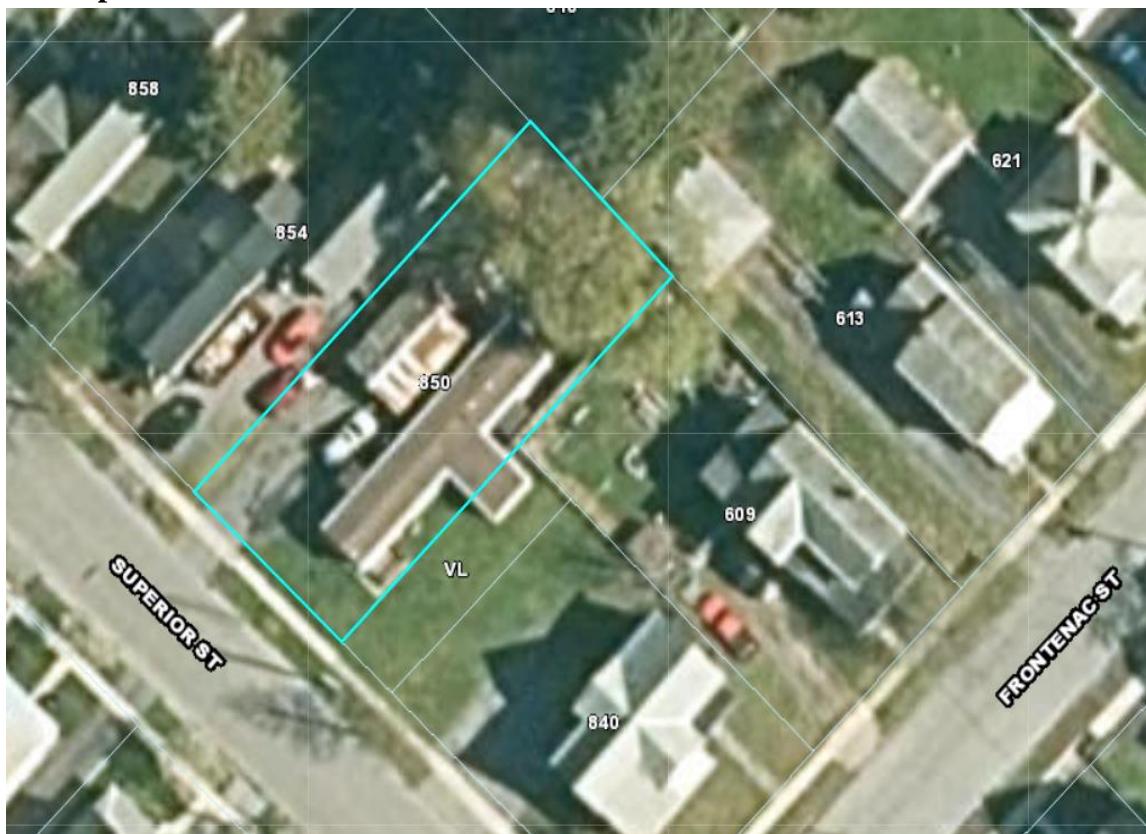




**56, 57 and 58 Spring Street**



**850 Superior Street**





**8 Water Street**



July 12, 2022

To: The Honorable Mayor and City Council  
 From: James E. Mills, City Comptroller  
 Subject: Sales Tax Revenue – June 2022

Sales tax revenue was down \$1,195,443 or 38.02% compared to last June. In comparison to the original budget projection for the month, sales tax was down \$31,293 or 1.58%. The year-to-date actual receipts are up \$1,429,465 or 6.43%, while the year-to-date receipts on a budget basis are up \$3,733,579 or 18.77%.

The State is withholding \$482,925 of County sales tax to fund a fiscally distressed health facilities fund which in turn lowers the City's sales tax revenue by **\$115,900**. The State will intercept a portion of the County's sales tax for the May, August, November and January distributions of \$120,731 each quarter (City share is \$28,975).

	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Actual 2021-22</u>	<u>Variance</u>	<u>Monthly % Inc/(Dec)to Prior Year</u>	<u>Quarterly % Inc/(Dec)to Prior Year</u>
July	\$ 1,606,413	\$ 1,763,856	\$ 1,493,210	\$ 1,948,809	\$ 455,599	30.51%	
August	\$ 1,573,047	\$ 1,763,893	\$ 1,515,827	\$ 1,888,806	\$ 372,979	24.61%	
September	\$ 2,226,468	\$ 2,129,882	\$ 2,783,423	\$ 2,725,797	\$ (57,626)	(2.07%)	13.31%
October	\$ 1,423,970	\$ 1,499,868	\$ 1,488,167	\$ 1,678,723	\$ 190,556	12.80%	
November	\$ 1,466,279	\$ 1,410,364	\$ 1,331,668	\$ 1,643,509	\$ 311,841	23.42%	
December	\$ 1,718,512	\$ 1,868,004	\$ 2,493,688	\$ 2,374,453	\$ (119,235)	(4.78%)	7.21%
January	\$ 1,384,533	\$ 1,436,294	\$ 1,290,702	\$ 1,649,030	\$ 358,329	27.76%	
February	\$ 1,149,846	\$ 1,203,572	\$ 1,181,566	\$ 1,429,187	\$ 247,620	20.96%	
March	\$ 1,420,276	\$ 1,750,746	\$ 2,284,533	\$ 2,253,672	\$ (30,861)	(1.35%)	12.09%
April	\$ 1,410,924	\$ 988,797	\$ 1,566,858	\$ 2,064,386	\$ 497,528	31.75%	
May	\$ 1,501,095	\$ 925,025	\$ 1,626,958	\$ 2,023,137	\$ 396,179	24.35%	
June	<u>\$ 1,864,710</u>	<u>\$ 2,258,456</u>	<u>\$ 3,144,514</u>	<u>\$ 1,949,070</u>	<u>\$ (1,195,443)</u>	<u>(38.02%)</u>	<u>(4.76%)</u>
YTD	<u>\$ 18,746,071</u>	<u>\$ 18,998,780</u>	<u>\$ 22,201,114</u>	<u>\$ 23,628,579</u>	<u>\$ 1,427,465</u>	<u>6.43%</u>	

	<u>Original Budget 2021-22</u>	<u>Actual 2021-22</u>	<u>Variance</u>	<u>%</u>	<u>%</u>
July	\$ 1,704,738	\$ 1,948,809	\$ 244,071	14.32%	
August	\$ 1,669,330	\$ 1,888,806	\$ 219,476	13.15%	
September	\$ 2,362,746	\$ 2,725,797	\$ 363,051	15.37%	14.41%
October	\$ 1,511,128	\$ 1,678,723	\$ 167,595	11.09%	
November	\$ 1,556,027	\$ 1,643,509	\$ 87,482	5.62%	
December	\$ 1,823,699	\$ 2,374,453	\$ 550,754	30.20%	16.48%
January	\$ 1,469,277	\$ 1,649,030	\$ 179,753	12.23%	
February	\$ 1,220,226	\$ 1,429,187	\$ 208,961	17.12%	
March	\$ 1,507,208	\$ 2,253,672	\$ 746,464	49.53%	27.05%
April	\$ 1,497,284	\$ 2,064,386	\$ 567,102	37.88%	
May	\$ 1,592,974	\$ 2,023,137	\$ 430,163	27.00%	
June	<u>\$ 1,980,363</u>	<u>\$ 1,949,070</u>	<u>\$ (31,293)</u>	<u>(1.58%)</u>	<u>19.05%</u>
YTD	<u>\$ 19,895,000</u>	<u>\$ 23,628,579</u>	<u>\$ 3,733,579</u>	<u>18.77%</u>	

July 13, 2022

To: The Honorable Mayor and City Council  
 From: James E. Mills, City Comptroller  
 Subject: Sale of Surplus Hydro-electricity – June 2022

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last June, the sale of surplus hydro-electric power on an actual-to-actual basis was up \$333,740 or 391.56%. In comparison to the budget projection for the month, revenue was up \$77,625 or 22.74%. The year-to-date actual revenue is up \$3,637,214 or 122.56%, while the year-to-date revenue on a budget basis is up \$1,980,983 or 46.26%.

	<u>Actual</u> 2018-19	<u>Actual</u> 2019-20	<u>Actual</u> 2020-21	<u>Actual</u> 2021-22	<u>Variance</u>	<u>%</u> <u>Inc/(Dec)to</u> <u>Prior Year</u>
July	\$ 4,063	\$ 265,466	\$ 1,937	\$ 673,456	\$ 671,519	34,661.35%
August	\$ 1,201	\$ 13,330	\$ 1,819	\$ 612,155	\$ 610,336	33,547.48%
September	\$ 46,149	\$ 125,102	\$ 1,164	\$ 307,692	\$ 306,528	26,343.08%
October	\$ 323,260	\$ 222,218	\$ 117,331	\$ 523,734	\$ 406,403	346.37%
November	\$ 572,955	\$ 554,930	\$ 410,218	\$ 731,273	\$ 321,054	78.26%
December	\$ 249,645	\$ 406,126	\$ 366,126	\$ 702,586	\$ 336,460	91.90%
January	\$ 171,405	\$ 416,391	\$ 255,650	\$ 293,374	\$ 37,725	14.76%
February	\$ 311,149	\$ 217,222	\$ 175,736	\$ 246,124	\$ 70,388	40.05%
March	\$ 403,524	\$ 745,936	\$ 449,166	\$ 661,611	\$ 212,445	47.30%
April	\$ 673,362	\$ 752,511	\$ 669,698	\$ 897,945	\$ 228,247	34.08%
May	\$ 809,967	\$ 383,085	\$ 433,690	\$ 539,059	\$ 102,369	23.60%
June	<u>\$ 787,591</u>	<u>\$ 53,641</u>	<u>\$ 85,233</u>	<u>\$ 418,974</u>	<u>\$ 333,740</u>	391.56%
YTD	<u>\$4,354,270</u>	<u>\$4,155,958</u>	<u>\$2,967,769</u>	<u>\$6,604,983</u>	<u>\$3,637,214</u>	<u>122.56%</u>

	<u>Original</u> <u>Budget</u> 2021-22	<u>Actual</u> 2021-22	<u>Variance</u>	<u>%</u>	<u>Power</u> <u>Purchased</u> <u>from</u> <u>National</u> <u>Grid</u>
July	\$ 191,447	\$ 673,456	\$ 482,009	251.77%	\$ -
August	\$ 85,215	\$ 612,155	\$ 526,940	618.37%	\$ -
September	\$ 54,997	\$ 307,692	\$ 252,695	459.47%	\$ -
October	\$ 375,485	\$ 523,734	\$ 148,249	39.48%	\$ -
November	\$ 563,785	\$ 731,273	\$ 167,488	29.71%	\$ -
December	\$ 468,661	\$ 702,586	\$ 233,925	49.91%	\$ -
January	\$ 357,777	\$ 293,374	(\$ 64,403)	(18.00%)	\$ -
February	\$ 295,491	\$ 246,124	(\$ 49,367)	(16.71%)	\$ -
March	\$ 502,001	\$ 661,611	\$ 159,610	31.79%	\$ -
April	\$ 754,106	\$ 897,945	\$ 143,839	19.07%	\$ -
May	\$ 633,686	\$ 536,059	(\$ 97,627)	(15.41%)	\$ -
June	<u>\$ 341,349</u>	<u>\$ 418,974</u>	<u>\$ 77,625</u>	22.74%	<u>\$ -</u>
YTD	<u>\$4,624,000</u>	<u>\$6,604,983</u>	<u>\$1,980,983</u>	<u>46.26%</u>	<u>\$ -</u>



July 13, 2022

To: The Honorable Mayor and City Council

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

Subject: Emerald Ash Borer Treatment for City's Ash Trees

At the June 13, 2022, work session, Councilmember Clifford Olney requested information on the cost to treat all of the City's remaining ash trees to protect them from the Emerald Ash Borer (EAB).

Currently, there are 196 known treatable ash trees (based on our 2017 tree inventory) that vary in size from 7"-17" in diameter. The total diameter inches of all of the trees is 2,207 inches. The cost to treat the trees is approximately \$11.50 per diameter inch, meaning the total cost to treat all of the ash trees would be approximately \$25,400. Treatment would protect the trees for two years.

The total cost could vary based on the actual prices received during a formal bidding/quotation process. Prior to treatment, all of the trees would have to be inspected to determine whether they are still a good candidate for treatment. The EAB can attack trees quickly and their condition can significantly change year to year. Since the EAB infestation is rapidly increasing in the City, it is likely that many of the 196 trees would not be good candidates for treatment. The actual number of trees to be treated and overall cost would likely be less.