



Watertown City Council
Tuesday, October 10, 2023
7:00 p.m.

WORK SESSION AGENDA

The City Council meeting will be held in City Council Chambers, 245 Washington Street, Watertown, NY and is open to the public.

Discussion Items:

1. Snowtown USA Festival 2024:

Presenter:

David J. Daily, Coordinator, Snowtown USA

2. Thompson Park Priority Project

Presenters:

Philip Sprague, Chairman, Friends of Thompson Park

Kenneth A. Mix, City Manager

3. Burlington Street Reconstruction Design:

Presenters:

Geoffrey Urda, Planner

Matthew R Morgia, PE, Aubertine and Currier PLLC.



September 27, 2023

Mr. Kenneth Mix
City Manager
City of Watertown
245 Washington Street
Watertown, NY 13601

Dear Mr. Mix:

Snowtown USA is looking to host the annual Snowtown USA Festival for 2024. We are focused on revitalizing our beautiful city and encouraging tourism and community.

This year's festivities are tentatively scheduled from January 26- February 4th. 2024. Our plan is to hold events throughout the North Country which will include the Park Circle Freeze and the National snow sculpting designation. The winner of the snow sculpting competition will qualify for the Nationals held annually in Wisconsin. We are looking to broaden our events this year to include live music, a chili cook off, Snowtown Trivia, pancake breakfast, snow softball and much more. These events will be advertised as "Snowtown USA 2024". All vendors will be required to have liability insurance naming the City of Watertown and Snowtown USA as additional insured.

The Snowtown USA board respectfully request the City to close the Park Circle to vehicular traffic for each of the dates previously mentioned. We are looking for the City's assistance in building an ice rink in this area for the community as was done last year. We would also like the City's assistance in building snow sculptures forms as has also been done the previous year. We will acknowledge the City in all media marketing for their gracious assistance.

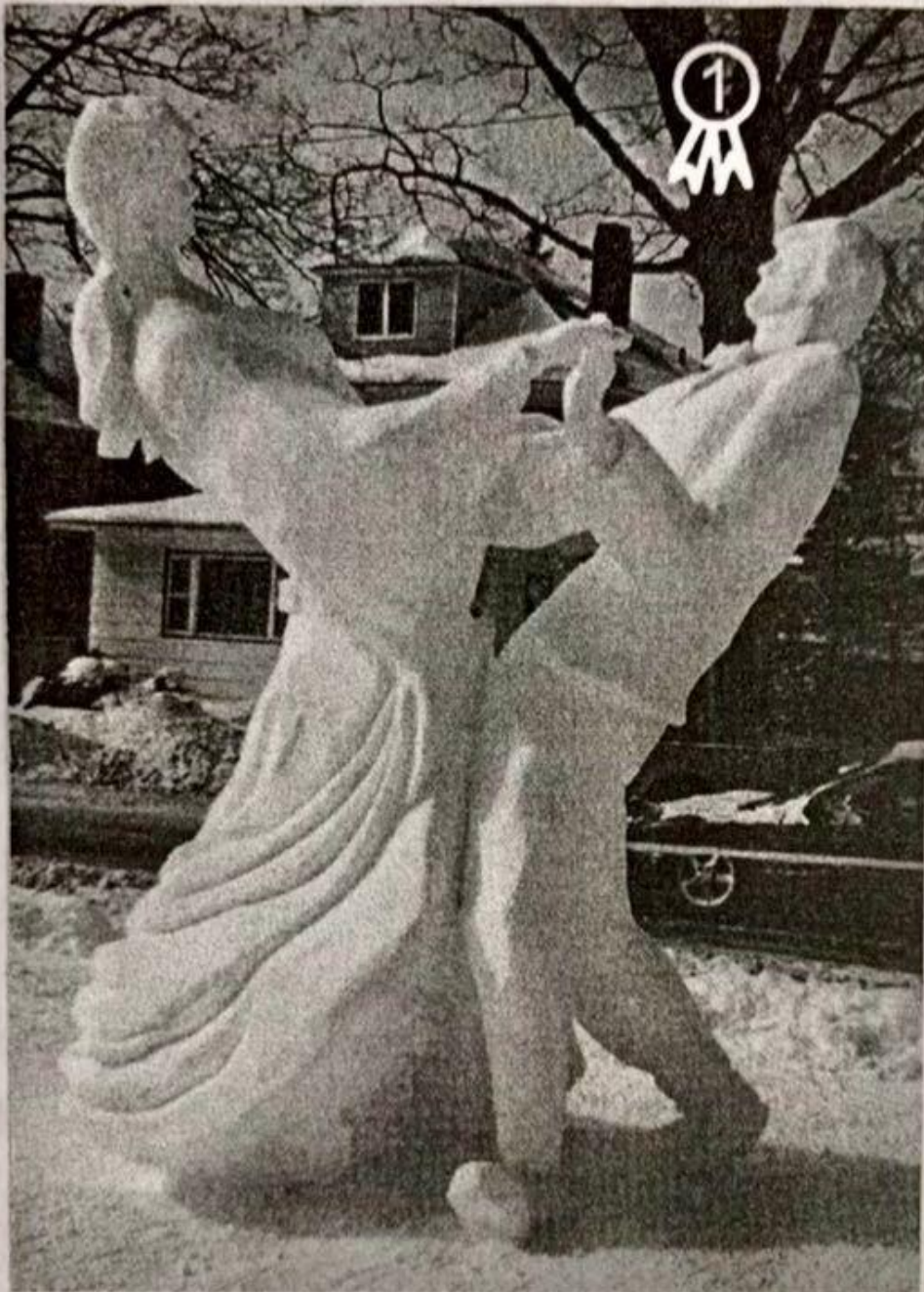
Thank you for your consideration in this matter. If approved, Snowtown USA will work closely with the City to ensure all requirements are met. We would be happy to attend an upcoming City Council meeting to further discuss. With Winter quickly approaching, we hope to move forward.

Sincerely,

David j Daily
Snowtown USA

Jaime Benner

CC: Mayor Jeffery M. Smith
Council Member Lisa A. L'Hullier Ruggiero
Council Member Sarah V. Compo
Council Member Clifford G. Olney
Council Member Patrick J. Hickey



SNOWTOWN WALTZ – 10' tall
1995 Watertown NY State
Klaus Ebeling & Brian Hallett

October 4, 2023

To: The Honorable Mayor and City Council
From: Kenneth A. Mix, City Manager
Subject: Thompson Park Priority Project

The City Council left \$636,000 for a project or projects in Thompson Park when you reallocated American Rescue Plan Act (ARPA) funds on July 3, 2023. Part of that will be used for the next phase of brush clearing.

A paved walk running along the drive from the Gotham Street entrance and connecting to the Rotary Exercise Trail (A & B on the attached plan) is identified in the Master Plan. There is also a walk proposed from this walk to North Outlook Walk (C on the attached plan). These walks will result in the western portion of the park being tied to the northern, central, and eastern parts. Friends of Thompson Park adopted a resolution recommending that these walks be made a priority project. ARPA funds could pay for part of the project.

GYMO estimated that the cost of these walks would be:












Walk A	\$ 550,000
Walk B	\$ 240,000
Walk C	\$ 360,000
<u>TOTAL</u>	<u>\$1,150,000</u>

Thompson Park Master Plan

Proposed Circulation

The proposed circulation network improves connectivity throughout the park and provides new path systems for proposed program areas beyond the original "Olmsted Acres" in keeping with the gesture of the original park.

LEGEND

-  Park Roads
-  Paved Paths
-  Soft Trails: Groomed
-  Soft Trails: Mountain Biking
-  Parking
-  Structures
-  Park Boundary
-  Vehicular Entrances
-  Pedestrian Entrances
-  Staircases
-  Zoo Fence Line



October 4, 2023

TO: The Honorable Mayor and City Council

FROM: Geoffrey Urda, Planner

SUBJECT: Burlington Street Reconstruction Design

The City of Watertown previously identified Burlington Street on the City's north side as a street in need of a full reconstruction, including utility, sewer, water and ADA accessibility upgrades. To that end, following a competitive Request For Proposals (RFP) process, the City retained Aubertine & Currier, PLLC and LaBella Associates to perform design, engineering, and public outreach services for the project.

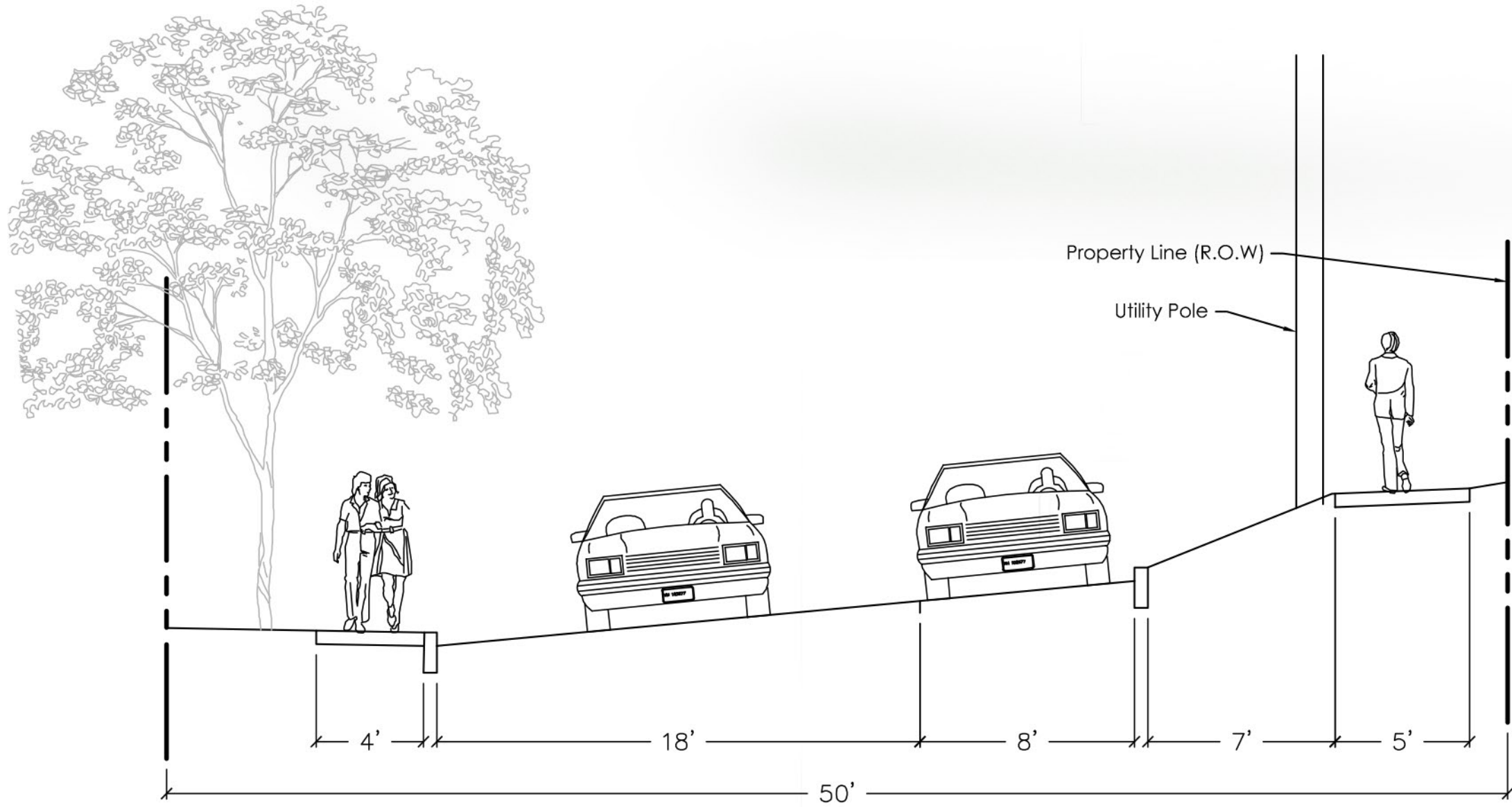
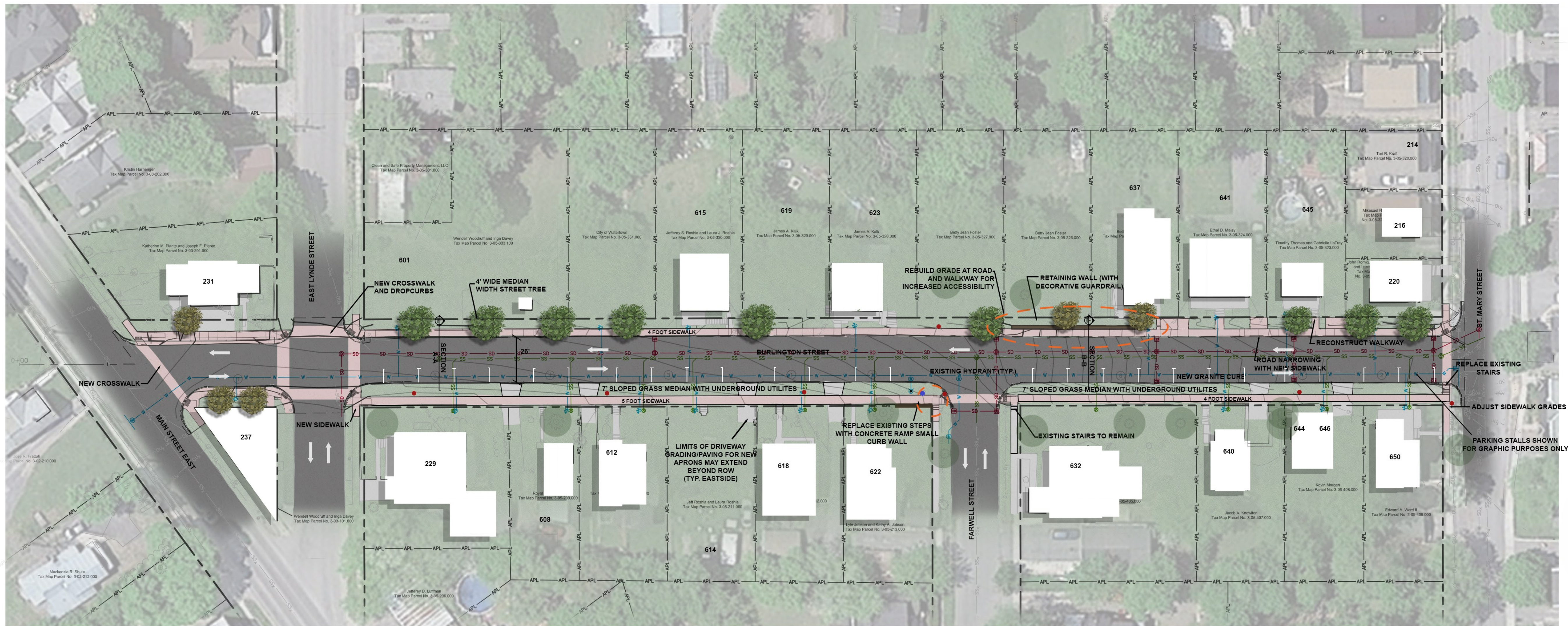
After initial project understanding and prioritization discussions with City Planning, Engineering, Water and Public Works Staff, Aubertine & Currier developed three potential design concepts, all of which are attached to this report.

- Concept 1 maintains two-way traffic, with a 26' roadway width and on-street parking on one side of the street and a larger retaining wall requirement.
- Concept 2 converts the street to one-way traffic north of Lynde Street, with a 22' roadway width and on-street parking on one side and a grassed slope in place of a retaining wall.
- Concept 3 maintains two-way traffic with a 24' roadway width. This concept eliminates on-street parking and requires a retaining wall.

LaBella Associates, in partnership with Planning Staff, hosted an open house on Wednesday, August 30, 2023 at North Elementary School to present the three designs to Burlington Street residents and obtain feedback. At that meeting, the attendees overwhelmingly supported Concept 2, which would convert Burlington Street to one-way. A full summary of the open house from LaBella is also attached to this report.

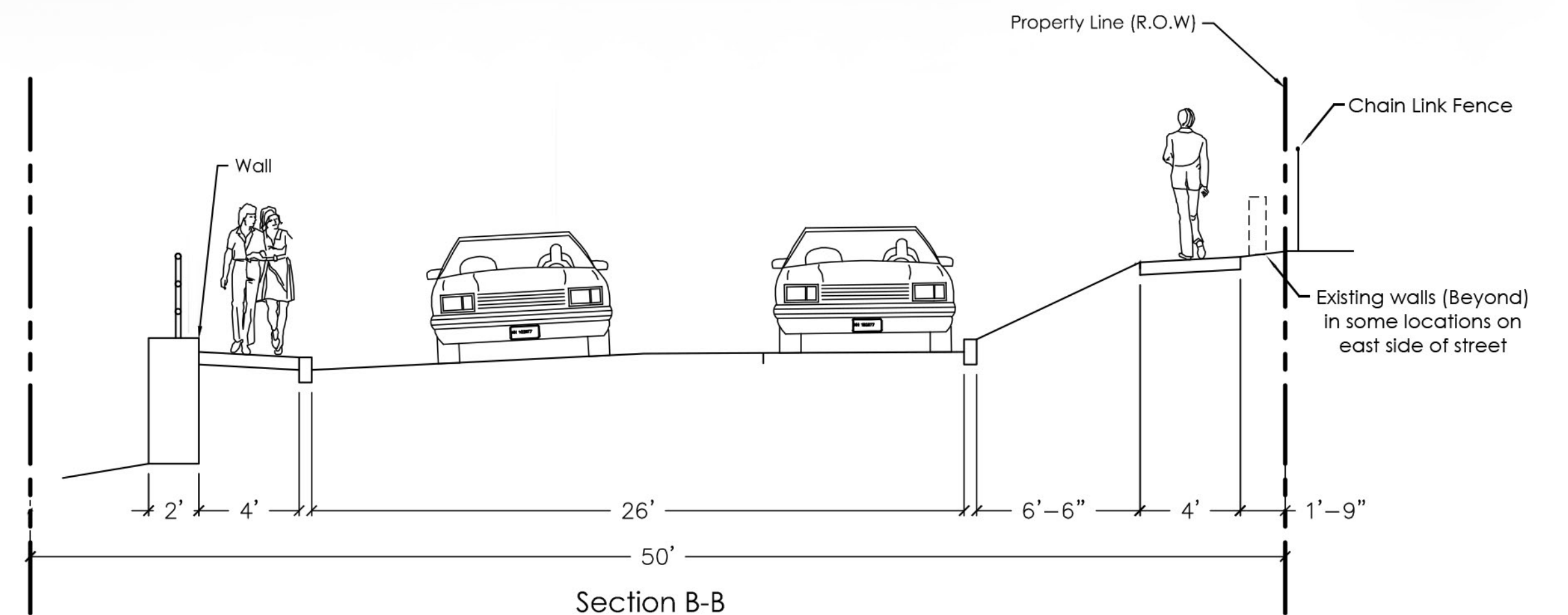
Following the October 10, 2023 work session, Planning Staff will prepare a Resolution for Council consideration at the October 16, 2023 meeting formally endorsing the Council's preferred design concept.

CDBG Entitlement funding is paying for \$50,000 of the \$170,500 consulting fee, with the remaining \$120,500 coming from the American Rescue Plan Act (ARPA). When the project advances to the construction phase, Staff estimates a total construction cost of approximately \$1,375,000, which the City will pay for using a combination of funding sources, including CDBG.

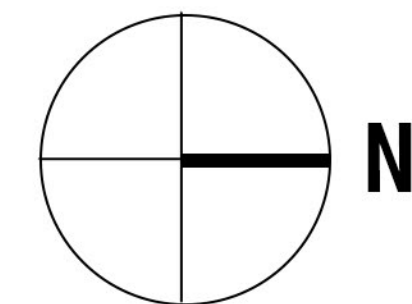


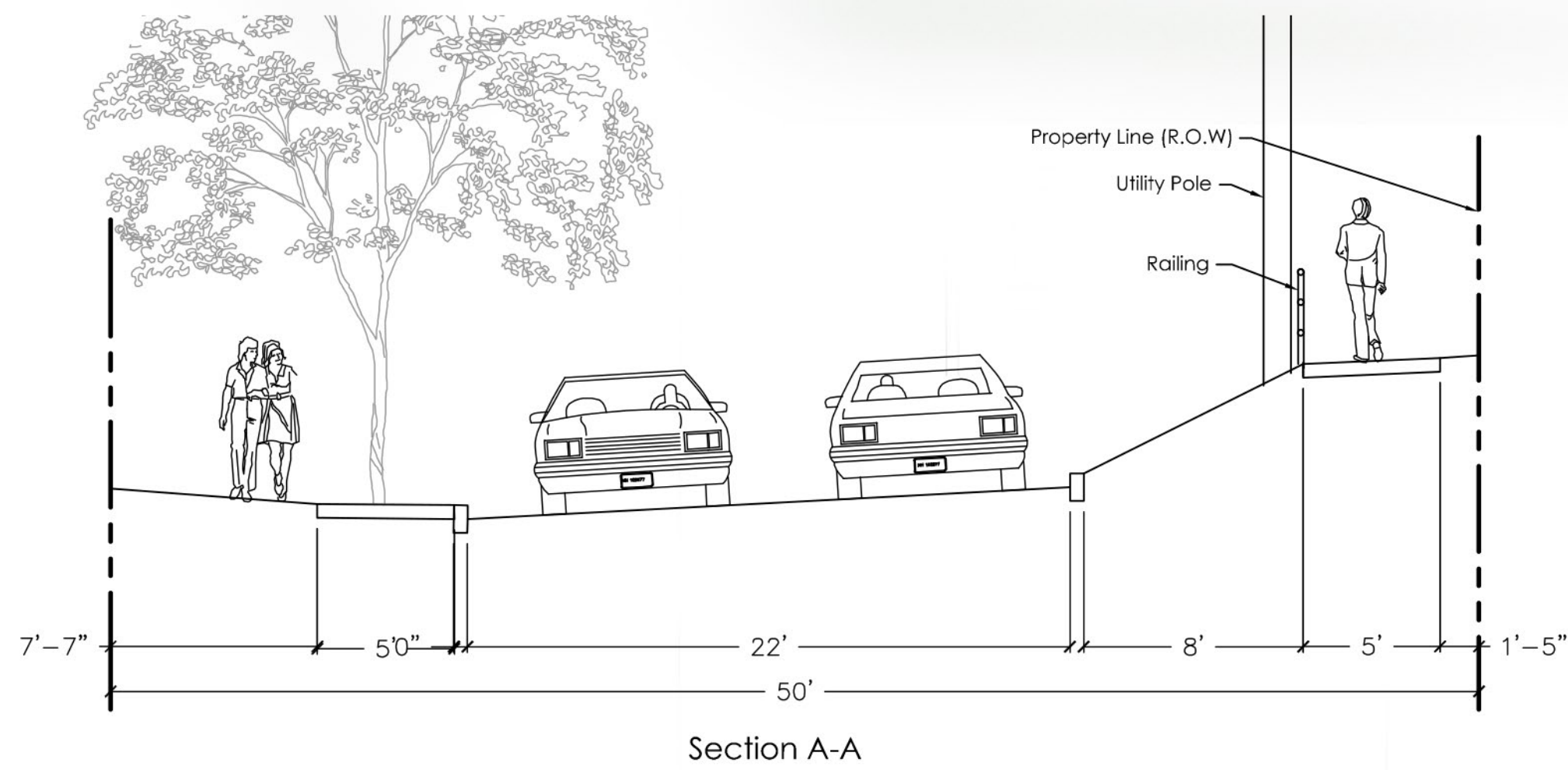
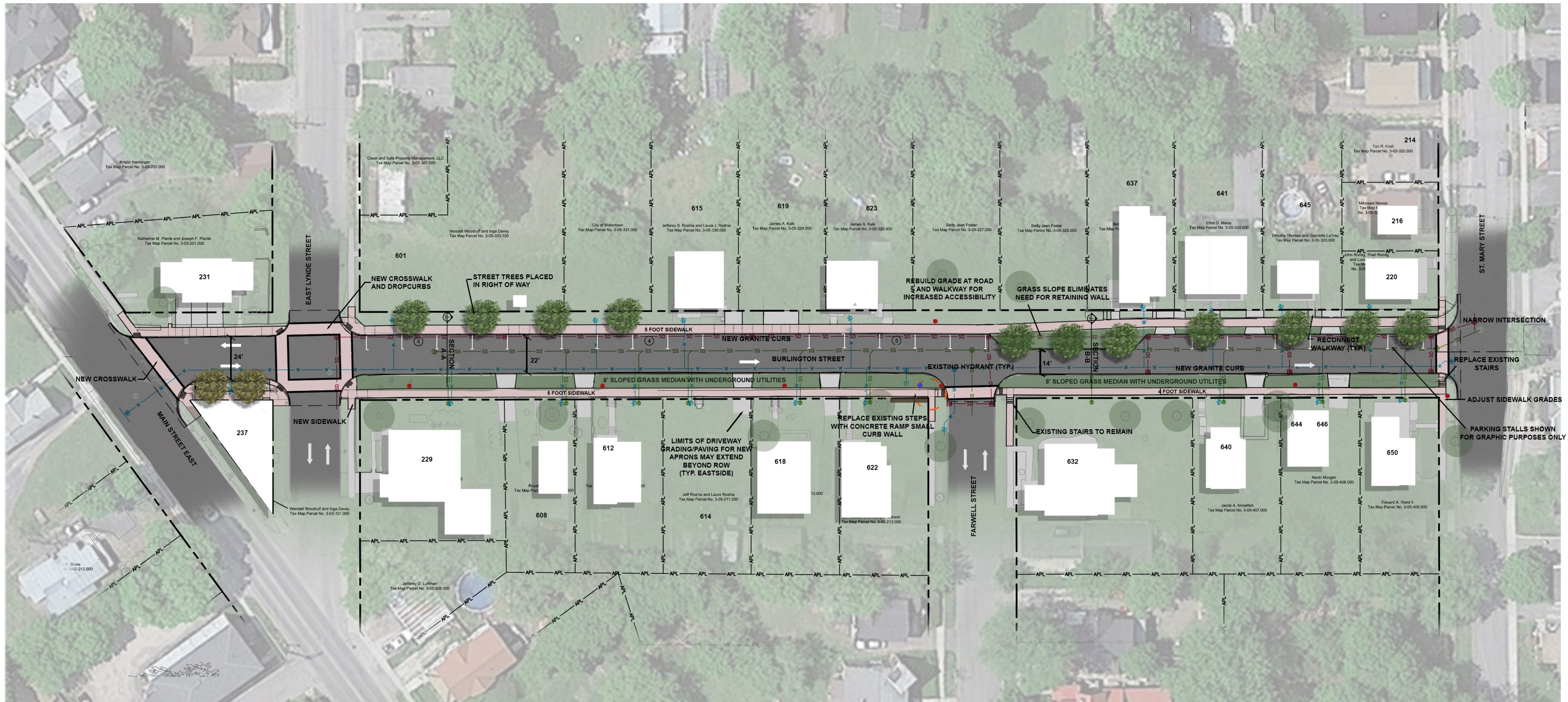
Section A-A

- CORRIDOR CONFIGURATION**
- TWO WAY TRAFFIC
 - 26' WIDE ROADWAY
 - PARKING ON EAST SIDE
 - RETAINING WALL ON WEST SIDE
 - CURB ON WEST SIDE ADJACENT TO SIDEWALK
 - TREE PLANTING BEHIND SIDEWALK
 - MATCH CURBLINE/ EOP ON EASTSIDE
 - PEDESTRIAN CROSSING ENHANCEMENTS

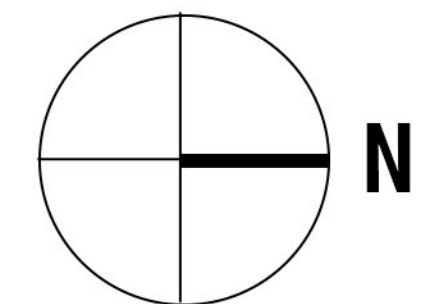
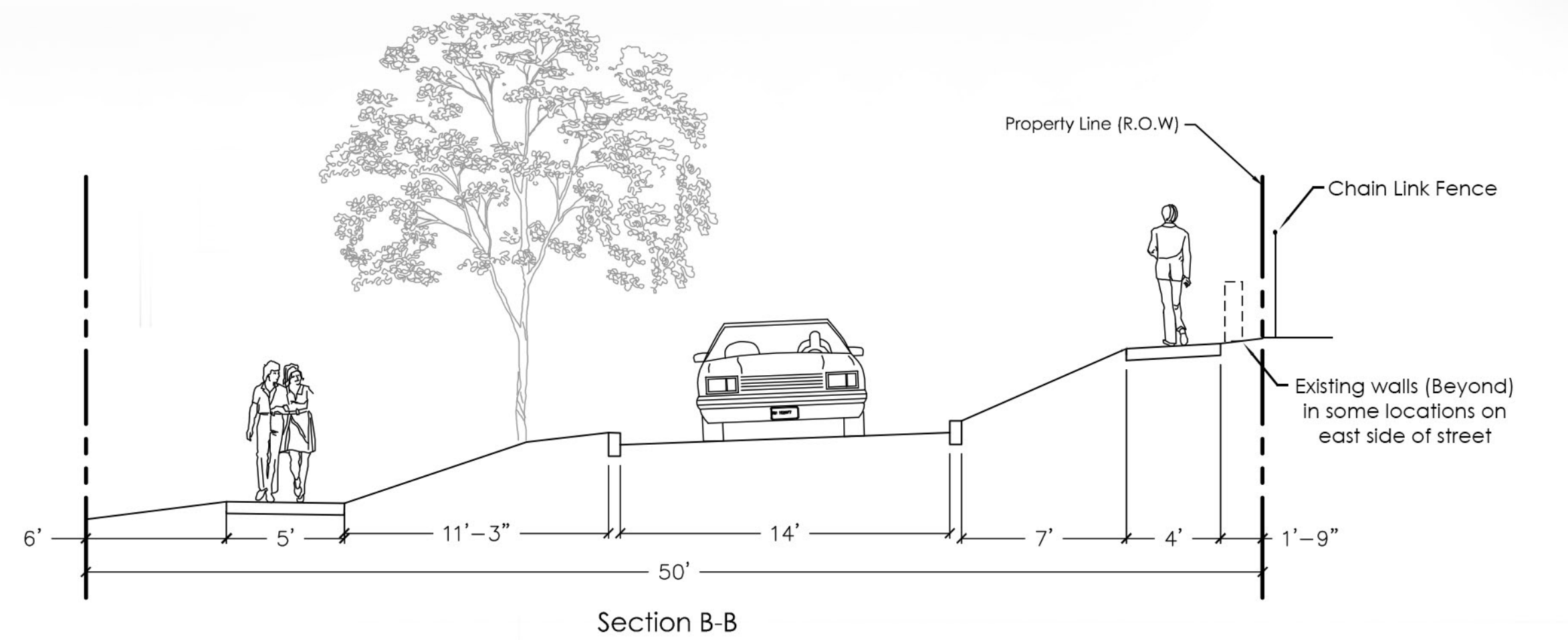


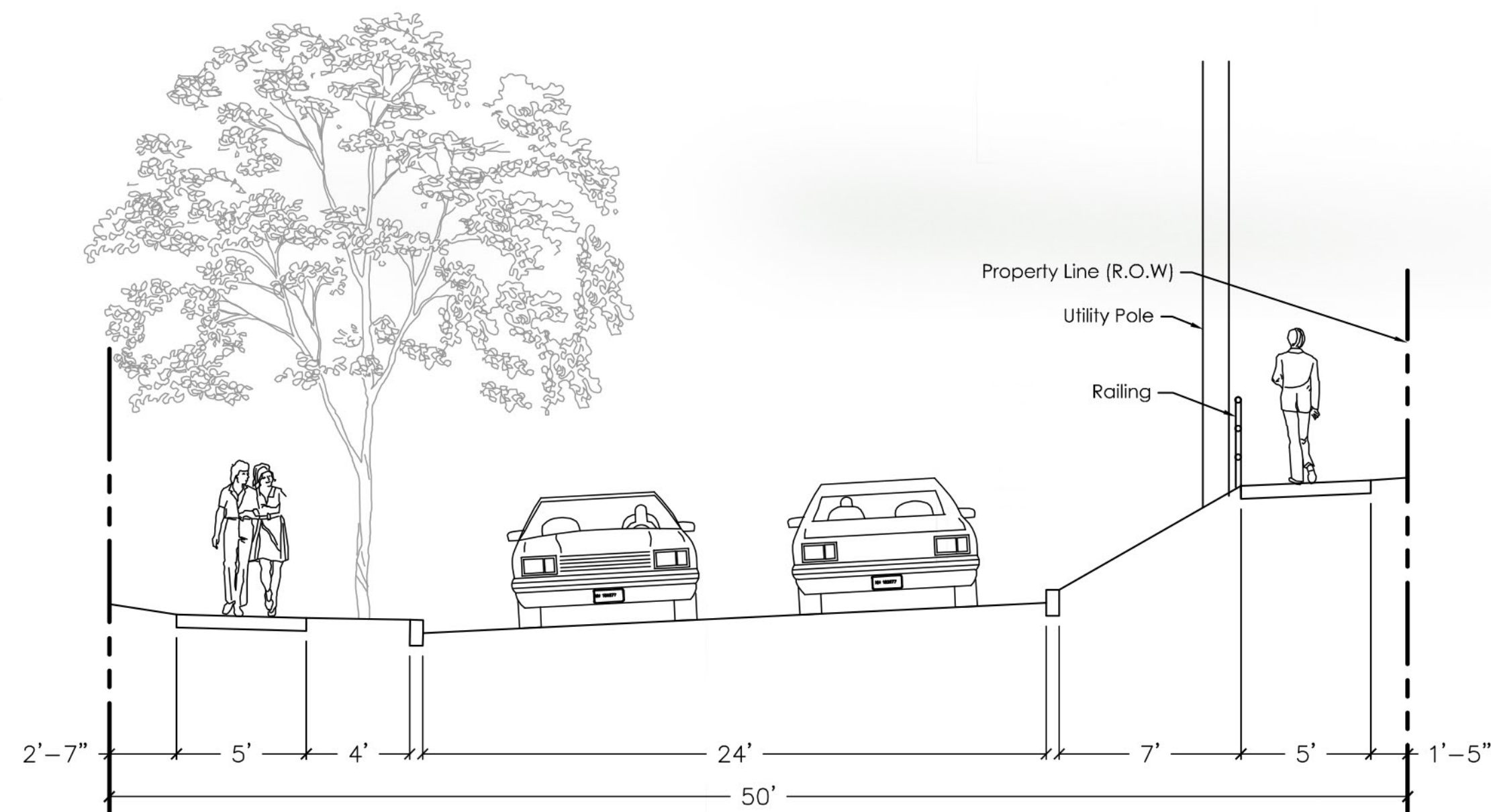
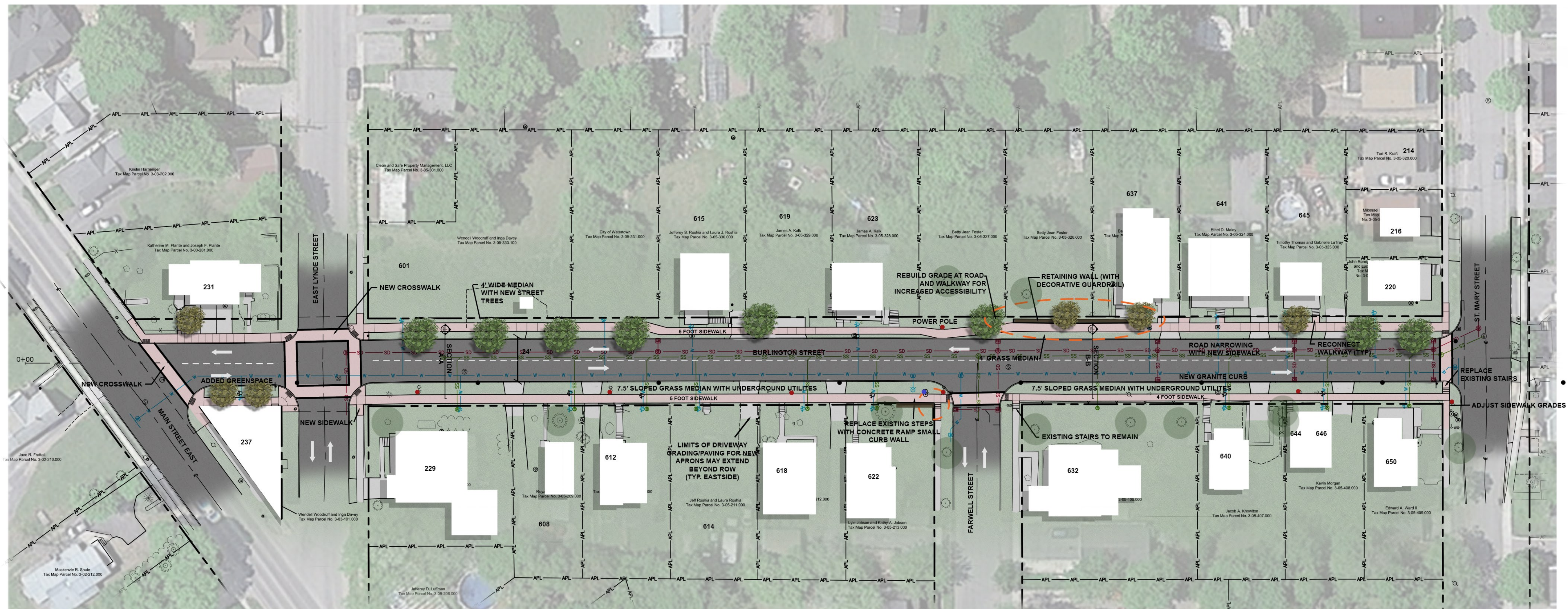
Section B-B





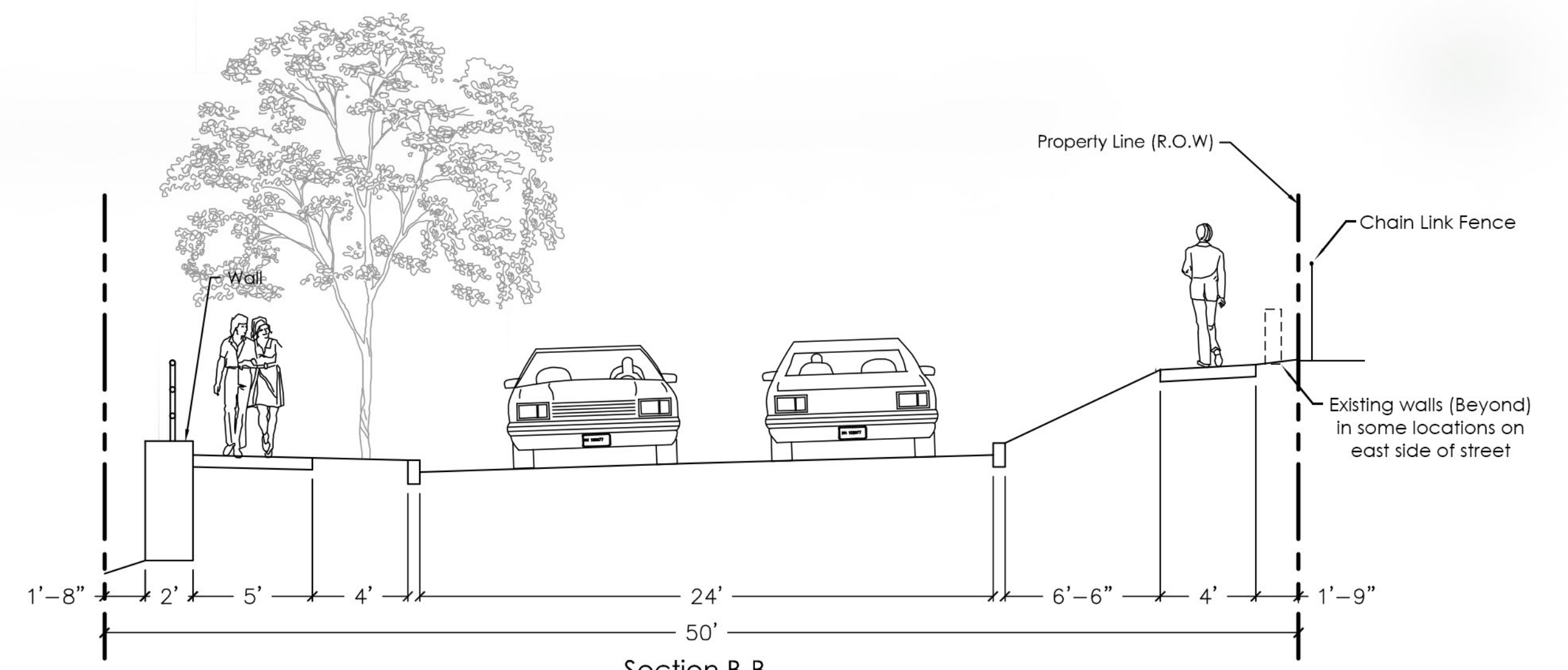
- CORRIDOR CONFIGURATION**
- ONE WAY TRAFFIC
 - 22' WIDE ROADWAY
 - DEDICATED PARALLEL PARKING
 - NARROWER ROADWAY TO REDUCE REQUIREMENT FOR WALLS ON WEST SIDE
 - TREE PLANTING IN MEDIAN AND BEHIND SIDEWALK
 - MATCH CURBLINE / EOP ON EAST SIDE
 - PEDESTRIAN CROSSING ENHANCEMENTS



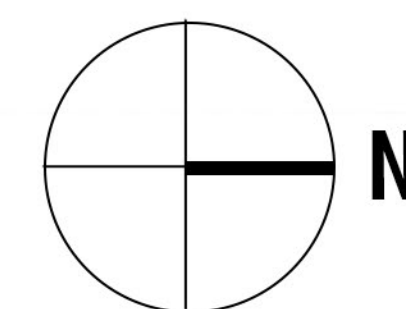


Section A-A

- CORRIDOR CONFIGURATION**
- TWO WAY TRAFFIC
 - 24' WIDE ROADWAY
 - RETAINING WALL ON WEST SIDE
 - MEDIAN ON WEST SIDE
 - NO PARKING ON STREET
 - MATCH CURBLINE/ EOP EAST SIDE
 - TREE PLANTINGS IN MEDIAN AND BEHIND SIDEWALK
 - PEDESTRIAN CROSSING ENHANCEMENTS



Section B-B





BURLINGTON STREET RECONSTRUCTION

Open House Summary

2232329

Location: North Elementary

Date: August 30, 2023

Time: 6 pm- 8 pm

An open house event was held at North Elementary School on August 30th regarding the forthcoming Burlington Street Reconstruction Project. Three conceptual options were presented for community review and discussion during the open house event. The open house was well-attended, drawing a total of 16 individuals. This included seven members from the local neighborhood who have a direct stake in the project's outcomes. Additionally, representatives from a range of municipal and state agencies were present. Professionals from LaBella Associates and Aubertine and Currier, city planners from the City of Watertown, were in attendance to present the conceptual designs under consideration. These experts provided detailed explanations of the three proposed options, fielded questions, and facilitated discussion among the attending residents.

The first option proposed the most modest changes to the existing structure of the street. While correcting the angle of the road, it maintained the two-way traffic pattern. Due to this constraint, one side of the sidewalk could only be expanded to 4 feet in width. Additionally, a retaining wall would be constructed alongside the steepest section of the street, and on-street parking would still be accommodated.

The second option offered a transformation of the street into a one-way road, with on-street parking permitted. The shift from a two-way to a one-way system would facilitate wider sidewalks and allow for setbacks, thereby providing the opportunity to correct the street's tilt by building up the sides.

The third option suggested retaining the two-way nature of the street but at the expense of on-street parking. The space freed up from eliminating parking would be used to widen the sidewalks on both sides.

Among these options, the second one, which proposed converting the street into a one-way and allowing for wider sidewalks, received overwhelming support from the attending residents. This preference indicated the community's collective aspiration for a safer, more pedestrian-friendly environment while still accommodating the need for on-street parking.

In a noteworthy consensus, attendees predominantly favored the proposal to transform Burlington Street into a one-way street. Residents expressed their keen interest in retaining on-street parking options, citing the need for an environment that is conducive both to driving and



pedestrian activities. Another highlight of the community feedback was the considerable appreciation for wider sidewalks. The proposal to incorporate 5-foot-wide sidewalks on both sides of the street was particularly well-received, indicating this is a priority for those living in the neighborhood. The notion of transitioning the street to a one-way configuration was largely viewed as a measure that would enhance safety, without serving as an obstacle or inconvenience to the community.

Overall, the event signaled a shared vision among attendees for a safer, more functional Burlington Street.

Respectfully submitted,

LABELLA ASSOCIATES, D.P.C.

Hartley Bonisteel Schweitzer, AICP

Senior Planner

Cc: All Attendees