

CITY OF WATERTOWN, NEW YORK

AGENDA

Monday, April 1, 2024

7:00 p.m.

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 1, 2024, 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

PROCLAMATION

Fair Housing Proclamation

PRIVILEGE OF THE FLOOR

PUBLIC HEARING

7:15 p.m.	Designating the Zoning Classification of an Approximately 0.198-acre Western Section of 414 Lincoln Street, Parcel Number 4-04-211.100 As Residential
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RESOLUTIONS

Resolution No. 1 -	Accepting Bid for Turf Treatment Chemicals Fertilizer & Seed Products – P&R Andre & Son, Inc
Resolution No. 2 -	Readopting Fiscal Year 2023-24 General Fund Budget – Thompson Park Conservancy Funding
Resolution No. 3 -	Approving Agreement for Public Benefit Services Between the City of Watertown and the Thompson Park Conservancy, Inc.
Resolution No. 4 -	Vanduzee Bridge Maintenance Supplemental Agreement #3, Detailed Design and Construction Support C&S Engineers, Inc.
Resolution No. 5 -	Change Order #1 for WTP Exterior Door and Frame Replacement Project Scope of Work DECREASE
Resolution No. 6 -	Authorizing the City Manager to Enter into an Easement to Redefine the Utility and Access Easement for a portion of 1424 Loomus Drive

- Resolution No. 7 - Finding That Designating the Zoning Classification of An Approximately 0.198-Acre Western Section of 414 Lincoln Street, Parcel Number 4-04-221.100, As Residential Will Not Have a Significant Impact On the Environment
- Resolution No. 8 - Authorizing Application for FEMA Fire Prevention and Safety Grant (FP&S)

ORDINANCES

- Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

LOCAL LAW

OLD BUSINESS

- Ordinance - Designating the Zoning Classification of an Approximately 0.198-acre Western Section of 414 Lincoln Street, Parcel Number 4-04-211.100 As Residential

STAFF REPORTS

1. Community Development Block Grant (CDBG) Program Year 2024 Annual Action Plan - Update
2. Parking Code Amendments

NEW BUSINESS

EXECUTIVE SESSION

1. To discuss Collective Bargaining

WORK SESSION

Next Work Session is scheduled for Monday, May 13, 2024, at 7:00 p.m.

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, APRIL 15, 2024 AT 7:00 PM.

FAIR HOUSING MONTH PROCLAMATION

WHEREAS, The Fair Housing Act, enacted on April 11, 1968, enshrined into federal law the goal of eliminating racial segregation and ending housing discrimination in the United States; and

WHEREAS, The Fair Housing Act prohibits discrimination in housing based on race, color, religion, national origin, sex, disability, and familial status, and commits recipients of federal funding to affirmatively further fair housing in their communities; and

WHEREAS, New York State additionally prohibits discrimination based on age, marital status, military status, sexual orientation, gender identity, and lawful source of income; and

WHEREAS, The City of Watertown is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all; and

WHEREAS, Our social fabric, the economy, health, and environment are strengthened in diverse, inclusive communities; and

WHEREAS, More than fifty years after the passage of the Fair Housing Act, discrimination persists, and many communities remain segregated; and

WHEREAS, Fair Housing is integral to the ethical commitment of members of the National Association of REALTORS® and the Jefferson-Lewis Board of REALTORS® and is critical to the ability of all real estate professionals to serve their clients, customers and communities; and

WHEREAS, Acts of housing discrimination and barriers to equal housing opportunity are repugnant to a common sense of decency and fairness.

NOW THEREFORE BE IT RESOLVED that the Watertown City Council does hereby declare the month of April, 2024 as

Fair Housing Month

In the City of Watertown as an inclusive community committed to fair housing, and to promoting appropriate activities by private and public entities to provide and advocate for equal housing opportunities for all residents and prospective residents of the City of Watertown.

Res No. 1

March 20, 2024

TO: The Honorable Mayor and City Council

FROM: Tina Bartlett-Bearup, Purchasing Manager

SUBJECT: Bid #2024-02 Turf Treatment Chemicals, Fertilizer, & Seed Products –
Parks & Recreation
Letter of Recommendation

The City's Purchasing Department advertised in the Watertown Daily Times for sealed bids from qualified bidders for Turf Treatment Chemicals, Fertilizer, & Seed Products for the Parks & Recreation Department, per City specifications and publicly opened and read the sealed bids on Tuesday, March 12, 2024, at 11:00 a.m. EST. Invitation to bids were provided to seven (7) plan houses and three (3) potential vendors.

The Purchasing Department received two (2) sealed bid submittals as shown on the bid tabulations provided herein.

The Purchasing Manager and Superintendent of Parks & Recreation, Scott Weller reviewed the responses to ensure compliance with the specifications and hereby recommend that City Council award the bid for Turf Treatment Chemicals, Fertilizer, & Seed Products to Andre & Son Inc. as the lowest responsive responsible bidder using the pricing shown for the period of April 1, 2024 – March 31, 2025.

If there are any questions concerning this recommendation, please contact me at your convenience.

RESOLUTION

Page 1 of 1

Accepting Bid for Turf Treatment Chemicals
Fertilizer & Seed Products – P&R
Andre & Son, Inc

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS the City desires to purchase Turf Treatment Chemicals, Fertilizer, and Seed Products, on an as needed basis, for use at the City's Parks & Recreation facilities for the period of April 1, 2024 – March 31, 2025, and

WHEREAS the Purchasing Department advertised and received two (2) sealed bids for Turf Treatment Chemicals, Fertilizer, and Seed Products, and

WHEREAS on March 12, 2024, at 11:00 p.m. the bids received were publicly opened and read, and

WHEREAS Purchasing Manager, Tina Bartlett-Bearup reviewed the bids received with the Superintendent of Parks & Recreation, Scott Weller and it is their recommendation that the City Council accept the lowest responsive responsible bid submitted by Andre & Son Inc., and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby accepts the bid received from Andre & Son Inc. per the pricing schedule proposed, for the purchase of Turf Treatment Chemicals, Fertilizer, and Seed Products.

Seconded by _____

**CITY OF WATERTOWN, NEW YORK**

CITY HALL

245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601-3380

Project:

TURF TREATMENT CHEMICALS, FERTILIZER & SEED PRODUCTS - P&R DEPT.

Bid / RFP Number:

Bid #2024-02

Opening Date:

Thursday February 1, 2024 @ 11:00AM

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

Description

UOM

Kenko Distributors

Andre and Son, Inc.

\$58,616.85

\$52,015.75

Est. Usage

Unit Price

Total Price

Unit Price

Total Price

Unit Price

Total Price

Unit Price

Total Price

Unit Price

Total Price

Nature Safe Fertilizer 12-0-6 Ammonium Sulfate Fortified

50 lb. bag

91

\$41.40

\$3,767.40

\$37.25

\$3,389.75

Turf King Cal Plus (SGN 220)

50 lb. bag

55

\$13.75

\$756.25

\$12.35

\$679.25

Turf King 25-0-4 Fertilizer w/ 50% XCU Slow release, 2% Iron (SGN 220)

50 lb. bag

74

\$23.35

\$1,727.90

\$21.00

\$1,554.00

Turf King 28-0-15 Fertilizer w/ 90% Methylene Urea (SGN 220)

50 lb. bag

104

\$46.00

\$4,784.00

\$40.50

\$4,212.00

Turf King 25-0-5 Fertilizer w/ 65% XCU & NutriLife (SGN 220)

50 lb. bag

164

\$24.65

\$4,042.60

\$21.95

\$3,599.80

Precision Organics C20 Soil Builder -concentrated food source for

40 lb. bag

138

\$41.10

\$5,671.80

\$37.00

\$5,106.00

Turf King 23-0-20 Fertilizer w/ 95% Nutralene, 1% Iron (SGN 150)

50 lb. bag

250

\$55.25

\$13,812.50

\$48.60

\$12,150.00

Turf King 19-26-5 Fertilizer w/ 30% XCU, 1% Iron (SGN 220)

50 lb. bag

10

\$35.00

\$350.00

\$28.30

\$283.00

Turf King 0-0-7 Fertilizer with Imi-Lambda T&) Insecticide (SGN 220)

50 lb. bag

96

\$26.40

\$2,534.40

\$23.00

\$2,208.00

Nature Safe 10-2-8 w/ PBS 150 Fertilizer (SGN 230)

50 lb. bag

8

\$73.30

\$586.40

\$66.00

\$528.00

Nature Safe 8-3-5 w/ AQM Fertilizer (SGN 140)

50 lb. bag

14

\$64.50

\$903.00

\$58.00

\$812.00

The Andersons Contec DG 18-9-18 Fertilizer

40

\$74.65

\$2,986.00

\$65.70

\$2,628.00

Primo Maxx Growth Plant Growth Regulator

1 gallon

1

\$356.00

\$356.00

\$317.00

\$317.00

Ascernity Fungicide

1 gallon

2

\$550.00

\$1,100.00

\$497.00

\$994.00

Daconil Action Fungicide

2.5 gallon

1

\$294.60

\$294.60

\$265.00

\$265.00

Daconil Weatherstick Fungicide

2.5 gallon

2

\$241.50

\$483.00

\$210.00

\$420.00

Chlorothalonil 720 Fungicide

2 x 2.5-gal case

2

\$182.35

\$364.70

\$155.00

\$310.00

Ethephon 2SL Herbicide

2 x 2.5-gal case

2

\$207.00

\$414.00

\$186.00

\$372.00

Strobe 50WG Fungicide

2 x 2.5-gal cs

4

\$183.00

\$732.00

\$165.00

\$660.00

I-Pro 2 Fungicide

2 x 2.5-gal cs

1

\$440.10

\$410.10

\$365.00

\$365.00

Imidacloprid 2F Insecticide

4x1 gal cs

1

\$272.00

\$272.00

\$240.00

\$240.00

Strider 14.3% Fungicide

2 x 2.5-gal cs

6

\$438.90

\$2,633.40

\$395.00

\$2,370.00

Anuew Plant Growth Regulator

1.5 lb. container

1

\$141.95

\$141.95

\$118.20

\$118.20

Ruby Fungicide

1.49 lb. container

2

\$93.00

\$186.00

\$85.00

\$170.00

Tartan Stressgard Fungicide

2.5 gallon

1

\$1,160.70

\$1,160.70

\$1,033.00

\$1,033.00

Tyler Bent Special 28-8-18 Fe Water-Soluble Fertilizer

25 lb. bag

6

\$45.95

\$275.70

\$40.00

\$240.00

Plant Food Company DKP XTRS 2-20-22 Liquid Fertilizer

2 x 2.5-gal cs

8

\$291.20

\$2,329.60

\$256.25

\$2,050.00

Plant Food Company FloThru A-Plus Penetrant & Bio carbonate

2 x 2.5-gal cs

1

\$280.75

\$280.75

\$244.25

\$244.25

[illegible]

Res No. 2

March 27, 2024

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Readopting Fiscal Year 2023-24 General Fund Budget – Thompson Park Conservancy Funding

A resolution has been drafted to provide Thompson Park Conservancy, Inc. with an additional \$100,000 of funding in order for it to be able to open for the season.

Funding committed to the Conservancy thus far for Fiscal Year 2023-24 is \$165,000 plus approximately \$85,000 of in-kind services paid directly by the City for electricity, gas, water, sewer and Parks and Recreation grounds support.

Should the Council approve this resolution the total fiscal year support to the Thompson Park Conservancy will total approximately \$350,00.

The source of the funding is from an appropriation of fund balance. The funds disbursement is contingent upon an amended public benefit services agreement.

RESOLUTION

Page 1 of 2

Readopting Fiscal Year 2023-24 General
Fund Budget – Thompson Park Conservancy
Funding

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS on June 5, 2023 the City Council passed a resolution adopting the Budget for Fiscal Year 2023-24, of which \$54,436,090 was appropriated for the General Fund, and

WHEREAS the adopted Fiscal Year 2023-24 General Fund budget appropriated \$100,000 for a public services agreement with the Thompson Park Conservancy, Inc. and,

WHEREAS on August 7, 2023 the City Council agreed to a public benefit services agreement with the Thompson Park Conservancy, Inc. in the amount of \$100,000 and

WHEREAS the Thompson Park Conservancy, Inc. requested additional financial support in the amount of \$60,000, and

WHEREAS on November 6, 2023 City Council re-adopted Fiscal Year 2023-24 General Fund budget and appropriated an additional \$60,000 for the Thompson Park Conservancy, Inc. and,

WHEREAS on November 20, 2023 the City Council agreed to an amended public benefit services agreement with the Thompson Park Conservancy, Inc. in the amount of \$160,000 and

WHEREAS on April 1, 2024, the Thompson Park Conservancy, Inc. requested additional financial support to open for the 2024 season and the City Manager recommends an amount of \$100,000 and,

RESOLUTION

Page 2 of 2

Readopting Fiscal Year 2023-24 General
Fund Budget – Thompson Park Conservancy
Funding

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

NOW BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2023-24 and makes the following adjustments in the re-adopted General Fund Budget:

GENERAL FUND

Fund Balance:

A.0000.0909

Fund Balance

\$ 100,000

Expenditures:

A.7110.0430

Parks and Playgrounds Maintenance –
Contracted Services

\$ 100,000

Seconded by _____

Res No. 3

March 27, 2024

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Approving an Amendment to the Agreement for Public Benefit Services with the Thompson Park Conservancy, Inc.

The City Council appropriated \$100,000 in the Fiscal Year 2023-24 Budget for Thompson Park Conservancy, Inc. to assist with the operation of the Zoo New York and approved an Agreement for Public Benefit Services on August 7, 2023.

On November 6, 2023 the City Council re-adopted the Fiscal Year 2023-24 Budget to make an additional appropriation of \$60,000 for the Zoo and approved an Amended Agreement for Public Benefit Services on November 20, 2023.

In tonight's agenda was a budget re-adoption resolution to provide an additional \$100,000 of funding to Thompson Park Conservancy, Inc. Accordingly, an amendment to the Services Agreement has been drafted to allow for the disbursement of the additional money. A resolution approving the amendment is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Agreement for Public Benefit Service
Between the City of Watertown and the
Thompson Park Conservancy, Inc.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS the Lessor, City of Watertown, owns the facility known as Thompson Park, located in the City of Watertown, County of Jefferson, State of New York, and

WHEREAS the Lessor has entered into an Agreement with the Tenant, Thompson Park Conservancy, Inc., to lease certain premises located at the Park for the operation of the “Thompson Park Zoo”, and

WHEREAS the City of Watertown has provided both financial and in-kind services in support of the Thompson Park Conservancy Inc., and

WHEREAS the City Council has determined that it is in the best interest of the taxpayers of the City of Watertown to provide direct support to the Thompson Park Conservancy Inc. to assist with operations as detailed in the attached Agreement,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Amended Agreement for Public Benefit Services Between the City of Watertown and the Thompson Park Conservancy, Inc., a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute this Agreement on behalf of the City of Watertown.

Seconded by _____

**AMENDMENT TO THE
AGREEMENT FOR PUBLIC BENEFIT SERVICES**

BETWEEN

CITY OF WATERTOWN, NEW YORK

and

THOMPSON PARK CONSERVANCY, INC.

This Amendment Number Two (the “Amendment”) is made this ____ day of April, 2024, by and between the City of Watertown, New York (the “City”) and Thompson Park Conservancy, Inc. (“the Conservancy”).

PREAMBLE

WHEREAS the City entered in an Agreement with the Conservancy on August 10, 2023 (the “Existing Agreement”) to provide funding to the Conservancy to provide services which fall within the ambit of General City Law Sections 20 and 21 in furtherance of the City’s “public or municipal purposes;” and

WHEREAS the Conservancy has requested the City increase the funding level under the Existing Agreement to address its dire financial status and avoid complete closure of Zoo New York while it examines its long-term strategic and financial plan; and

WHEREAS the City recognizes the important public purpose fulfilled by Zoo New York and desires to increase the funding level under the Existing Agreement to address the Conservancy’s urgent financial need; and

WHEREAS the City also desires to broaden the public and municipal purposes for which City funding can be used, within the parameters of Sections 20 and 21 of the New York General City Law;

NOW, THEREFORE, the parties, in consideration of the mutual covenants and agreements contained herein, hereby mutually agree as follows:

AGREEMENT

Article I **AMENDMENTS TO THE EXISTING AMENDED AGREEMENT.**

- a. Amended Article V, “Manner of Payment”, subparagraph “a” of the Existing Amended Agreement is hereby amended by deleting the amount of One-Hundred Sixty Thousand Dollars (\$160,000) and replacing it with the amount of Two-Hundred Sixty Thousand

Dollars (\$260,000).

- i. The additional \$100,000 payment which results from the increase from the Amended Existing Agreement amount of \$160,000 and the Amendment amount of \$260,000 will be paid upon the City's receipt of a fully executed copy of this Amendment and an invoice requesting the funds.
- b. Article II, "ELIGIBLE ACTIVITIES" of the Existing Agreement is hereby amended by deleting its provisions entirely and replacing with the following language:

Any activity that is considered a typical and normal activity in operating a zoo and promotes a public purpose shall be an eligible expense, and the funding provided under this Agreement may be used for any such eligible expenses.

- c. Article III, "INELIGIBLE ACTIVITIES" of the Existing Agreement is hereby amended by deleting its provisions entirely and replacing with the following language:

Any activity solely directed toward or restricted to organizational membership or fundraising shall be an ineligible expense, and the funding provided under this Agreement shall not be used for any such ineligible expenses.

Article II DATE OF EFFECTIVENESS; LIMITED EFFECT

This Amendment will become effective upon its execution by both parties (the "Effective Date"). Except as expressly provided in this Amendment, all of the terms and provisions of the Existing Agreement are and will remain in full force and effect and are hereby ratified and confirmed by the Parties. Without limiting the generality of the foregoing, the amendments contained herein will not be construed as an amendment to or waiver of any other provision of the Existing Agreement. On and after the Effective Date, each reference in the Existing Agreement to "this Agreement," "the Agreement," "hereunder," "hereof," "herein," or words of like import will mean and be a reference to the Existing Agreement as amended by this Amendment.

IN WITNESS WHEREOF, the City of Watertown and Thompson Park Conservancy, Inc. have caused this Amendment to be executed by authorized agents to be effective as of the date heretofore written.

City of Watertown

Thompson Park Conservancy, Inc.

By: Eric f Wagenaar, City Manager

By: Mark Irwin, Interim Executive Director/CEO

Res. No. 4

April 1, 2024

To: The Honorable Mayor and City Council

From: Eric F Wagenaar, City Manager

Subject: Vanduzee Bridge Maintenance Supplemental Agreement #3
Detailed Design and Construction Support

Attached is a copy of the Supplemental Agreement #3 for professional services with C&S Engineers for City Council review and approval.

The scope of work for inspection, was inadequate for the required effort to track and monitor the contractor's reconstruction effort for the additional bridge deck repair authorized on Change Order 1.

This supplemental agreement for \$10,000, brings the total contract amount with C&S Engineers, Inc. to \$160,000.

Accordingly, a resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Vanduzee Bridge Maintenance Supplemental Agreement #3, Detailed Design and Construction Support
C&S Engineers, Inc.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS on February 16, 2021, City Council approved a Professional Services Agreement with C&S Engineers, Inc. for the preliminary design, for the Bridge Rehabilitation in the amount of \$10,000, and

WHEREAS on April 17, 2023, City Council approved a Professional Services Agreement with C&S Engineers, Inc. for the final design and construction support, for the Bridge Rehabilitation in an amount of \$90,000, and

WHEREAS on April 17, 2023, City Council approved an Agreement with Vector Construction Corporation for the rehabilitation of the Vanduzee Street Bridge.

WHEREAS on September 5, 2023, City Council approved Supplement Agreement No. 2 with C&S Engineers, Inc. in the amount of \$50,000 for the addition of full-time inspection, and

WHEREAS C&S Engineers has now submitted Supplement Consultant Agreement No. 3 in the amount of \$10,000 for the additional work described in Attachment B,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Supplemental Consultant Agreement No. 3 in the amount of \$10,000, between the City of Watertown and C&S Engineers, Inc., a copy of which is attached and made a part of this resolution, bringing the total of the design and construction inspection/oversite to \$160,000, and

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

Seconded by _____

SUPPLEMENTAL CONSULTANT AGREEMENT NO. 3

**PROJECT: City of Watertown
Van Duzee Street over Black River (BIN 2220210)
Bridge Maintenance Repairs**

This Supplemental Agreement made this ____ day of _____ 20____, by and between the City of Watertown, New York (hereinafter referred to as the "MUNICIPALITY"), and C&S Engineers, Inc., (hereinafter referred to as the "CONSULTANT").

WITNESSETH: The MUNICIPALITY and the CONSULTANT have entered into a Consultant Agreement for Professional Services, dated February 17, 2021, Supplemental Consultant Agreement No. 1, dated April 18, 2023, and Supplemental Consultant Agreement No. 2, dated September 6, 2023 for the undertaking of the above titled project. The MUNICIPALITY and the CONSULTANT agree to amend said Agreement and Supplemental with this Supplemental Consultant Agreement No. 2 in accordance with the following amendments:

AMENDMENT NO. 1: The parties hereto agree that the maximum amount payable under the Agreement for Design and Construction Support Services, including profit, be increased from \$150,000.00 to \$160,000.00.

AMENDMENT NO. 2: Attachment "A" – Project Description and Funding – hereto is attached, added to, and made part of the Agreement.

AMENDMENT NO. 3: Attachment "B" – Scope of Services – hereto is attached, added to, and made part of the Agreement.

AMENDMENT NO. 4: Attachment "C" – Supplemental No. 3 Summary – hereto is attached, added to, and made part of the Agreement.


Except as amended hereby the Agreement and all terms and conditions contained therein between the MUNICIPALITY and CONSULTANT shall remain in full force and effect.

IN WITNESS WHEREOF, this Supplemental Consultant Agreement No. 3 has been executed by the MUNICIPALITY, acting by and through the _____, who has caused the seal of his office to be affixed hereto, and the CONSULTANT, by and through a duly authorized officer, has executed this Supplemental Consultant Agreement effective the day and year first above-written.

MUNICIPALITY
City of Watertown, NY

CONSULTANT
C&S Engineers, Inc.

By: _____

By: 
James F. Craig, P.E.

Title: _____

Title: Bridge Department Manager

Date: _____

Date: 2-5-24

Attachment A
Architectural/ Engineering Consultant Agreement
Project Description and Funding
Professional Services

Term of Agreement Ends: December 31, 2024

BIN: 2220210

☐ Main Agreement ☐ Amendment to Agreement ☒ Supplement to Agreement

Phase of Project Consultant to work on:

☐ P.E./Design ☐ ROW Incidentals ☐ ROW Acquisition ☒ Constr. Support

Dates or term of Consultant Performance:

Start Date: February 17, 2021

Finish Date: December 31, 2024

PROJECT DESCRIPTION:

This Supplemental Agreement is for additional Construction Support and Inspection Services for the construction of "Van Duzee Street over Black River Bridge Maintenance Repairs."

Refer to Attachment B, Scope of Services for further detail.

PROJECT LOCATION:

Van Duzee Street Bridge over Black River in the City of Watertown, Jefferson County, New York

Consultant Work Type(s): See Attachment "B" for detailed Task List/Scope of Services.

MAXIMUM AMOUNT OF FUNDS FOR ALL COMPENSATION PAYABLE UNDER THIS AGREEMENT FOR THE SCOPE OF WORK DESCRIBED IN ATTACHMENT B FOR THE PROJECT DESCRIBED IN THIS ATTACHMENT A, OTHERWISE IN ACCORDANCE WITH THE CHOSEN METHOD OF COMPENSATION AND OTHER TERMS OF THIS AGREEMENT:

Current Approved Agreement Amount:	<u>\$ 150,000</u>
Total Amount of this Supplemental Agreement:	<u>\$ 10,000</u>
Total Amended Agreement Amount:	<u>\$ 160,000</u>

Rehabilitation of Van Duzee Street over Black River (BIN 2220210)

CITY of WATERTOWN

Supplemental Agreement # 3 – Scope of Services

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Section 10	Estimating & Technical Assumptions	3

Section 8 - Construction Support / Inspection

Extra Construction Support / Inspection efforts and costs have been required, which included additional site visits during construction and construction coordination. See below for further details.

8.01 Construction Support / Inspection

Additional funds are needed to be able to account for the additional time for:

1. monitoring additional concrete deck repair areas.
2. monitoring additional curb repair areas.
3. additional full-time inspection that was needed due to the nature of rehabilitation projects, including painting in winter months.
4. completing project closeout.

The original scope of work was only for part-time inspection, which was inadequate for the required effort to track and monitor the contractor's actual reconstruction efforts.

Section 10 - Estimating & Technical Assumptions

10.01 Estimating Assumptions

The following assumptions have been made for estimating purposes:

Section 8 Construction Support/Full-time Inspection

- 1) Performed additional on-site field visits as needed.
- 2) Complete project closeout.

10.02 Technical Assumptions

The following technical assumptions are made to those in the scope of services, Section 8:

Section 8

1. No further Construction Inspection after this supplemental is anticipated as the construction of the project has been completed.
2. We have included adequate time to be able to complete the required project closeout tasks.

Attachment C, Page 1

Supplemental #3 Summary

C&S Engineers, Inc.

Van Duzee Street over Black River

City of Watertown, Jefferson County

Design / Construction Support - Supplement No. 3

BIN 2220210

	Supplemental 2 Maximum Amount Payable	Requested Supplemental 3 Amount	Revised Maximum Amount Payable
DESIGN	\$ 40,829.25	\$ -	\$ 40,829.25
CONSTRUCTION SUPPORT (See Attachment C Page 3)	\$ 108,526.80	\$ 9,826.90	\$ 118,353.70
TOTAL :	\$ 149,356.05	\$ 9,826.90	\$ 159,182.95
TOTAL REVISED MAP :	\$ 150,000.00	\$ 10,000.00	\$ 160,000.00

Attachment C, Page 2
Supplemental #3 Summary

C&S Engineers, Inc.
Van Duzee Street over Black River
City of Watertown, Jefferson County
Design / Construction Support - Supplement No. 3
BIN 2220210

CONSTRUCTION SUPPORT SUMMARY OF ADDITIONAL EFFORT TO PROJECT COMPLETION

ITEM IA - SPECIFIC HOURLY RATES

Staff	Title	Rate	Hours	Item 1A		Task
				Direct	Technical Salary	
	Senior Tech. Admin.	\$ 114.90	4	\$	459.60	Project Closeout
	Senior Project Engineer	\$ 142.50	3	\$	427.50	Project Closeout
	Principal Engineer	\$ 212.40	2	\$	424.80	Project Closeout
	Resident Engineer	\$ 186.00	30	\$	5,580.00	Const. Support (Site Visits, Recordkeeping)
				\$	6,891.90	

ITEM II - DIRECT-NON SALARY SUMMARY

Item	Rate	Miles	Cost	Description
Construction Materials Field Testing			\$ 2,935.00	Atlantic Testing Laboratories, LTD.
			\$ -	
			\$ 2,935.00	
ITEM IA			\$ 6,891.90	
ITEM II			\$ 2,935.00	
TOTAL EFFORT			\$ 9,826.90	
MAP			\$ -	
EXPENDED TO DATE			\$ -	
EFFORT TO PROJECT COMPLETION			\$ 9,826.90	
AMOUNT UNDER (OVER) BUDGET			\$ (9,826.90)	

Res No. 5

April 1, 2024

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: WTP Exterior Door and Frame Replacement Project Change Order No.1

At the April 17, 2023, meeting, City Council approved the bid for the WTP Exterior Door and Frame Replacement Project to Zerodraft of CNY, Inc. in the amount of **\$187,500.00**

Zerodraft of CNY, Inc. has now submitted Change Order No. 1 in the amount of a **\$5,430.00** credit due to a **DECREASE** in the scope of work for the project, bringing the final construction cost to **\$182,070.00**. A **CREDIT** is being received due to existing conditions and modifications to the scope of work.

A resolution approving this change order has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Change Order #1 for WTP Exterior Door
and Frame Replacement Project
Scope of Work **DECREASE**

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total.....

YEA	NAY

Introduced by

WHEREAS the City Engineering Department has received Change Order #1 for the WTP Exterior Door and Frame Replacement Project from Zerodraft of CNY, Inc, known as the Contractor.

WHEREAS the Contractor's Prior Contract Price of **\$187,500.00** has been **DECREASED** by **\$5,430.00** due to a credit in the scope of work.

WHEREAS City Engineering, reviewed the Project Change Quote received with the Engineering Department, and it is their recommendation that the City Council accept the Project Change Quote submitted by Zerodraft of CNY, Inc, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the revised Contract Agreement in the amount of **\$182,070.00**, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the revised Contract Agreement with Zerodraft of CNY, Inc.

Seconded by

Change Order

No. 1

Date of Issuance: 3/20/2024

Effective Date: 3/20/2024

Project: WTP Exterior Door and Frame Replacement Project	Owner: City of Watertown	Owner's Contract No.:
Contract: WTP Exterior Door and Frame Replacement Project		Date of Contract: 5/17/2023
Contractor: Zerodraft of CNY, Inc.		Engineer's Project No.:

The Contract Documents are modified as follows upon execution of this Change Order:

Description: The Water Treatment Plant Door and Frame Replacement Project is receiving a CREDIT due to existing conditions and modifications to the project resulting in credits and additions to the scope of work.

Attachments: (List documents supporting change):

Attached Quote from Zerodraft of CNY, Inc.

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 187,500.00

[DECREASE] from previously approved Change Orders
No. _____ to No. _____:

Contract Price prior to this Change Order:

\$ 187,500.00

[DECREASE] of this Change Order:

\$ 5,430.00

Contract Price incorporating this Change Order:

\$ 182,070.00

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☐ Calendar days

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

[Increase] [Decrease] from previously approved Change Orders
No. _____ to No. _____:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Times prior to this Change Order:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Times with all approved Change Orders:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

RECOMMENDED: C&S Companies

By:  Digitally signed by Currier Patrick
DN: E=PCurrier@cscos.com, CN=Currier Patrick, OU=Syracuse, OU=XP Users, DC=cscos, DC=com
Date: 2024.03.20 11:18:11-0400


Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By:  Contractor (Authorized Signature)

Date: 3/20/24



DATE:3/20/24
 TO: Watertown Treatment Plant
 FROM:Zerodraft of CNY Inc.
 RE: Add/Deduct Summary

WTP Final ADD/DEDUCT

Deduct:			
<i>Task</i>	<i>Cost</i>		<i>Location</i>
Frame, Labor, Sundry	\$2,100		Chlorine Room
Frame, Labor, Panel	\$6,850		Arch Door
Add:			
<i>Task</i>	<i>Cost</i>		<i>Location</i>
Paint Labor Material	\$620		Arch Door
120" Continuous Hinge	\$600		Chlorine
Mortise Exit	\$500		Chlorine
Dorm function locks material only	\$1,800		Throughout
Dorm function locks Labor only	\$0		Throughout
Total ADD	\$3,520		
Total DEDUCT	\$8,950		
TOTAL DEDUCT	\$5,430		

Res. No. 6

March 27, 2024

To: The Honorable Mayor and City Council

From: Eric F Wagenaar, City Manager

Subject: 1424 Loomus Drive Revised Easement

The owner of 1424 Loomus Drive, Tax Parcel 14-35-101.100 approached the City Planning and Engineering Departments with a request to redefine the Utility and Access Easement for a portion of this property. The purpose for this action is to remove an encroachment into the original easement created by construction of a residential structure. City staff has reviewed the request and have agreed upon a re-defined easement for the parcel which provides adequate space for maintenance of storm sewer outlet pipes located within the easement.

Accordingly, a resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Authorizing the City Manager to Enter into an Easement to Redefine the Utility and Access Easement for a portion of 1424 Loomus Drive

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS The City Council of the City of Watertown, at its October 19, 2015 meeting accepted conveyance of a Utility Easement and Access Right of Way from Kimberly A. Donegan as part of the dedication of Loomus Drive and Spindle Lane and

WHEREAS Randy J. & Kylie M. Comenole purchased a piece of property from Kimberly A. Donegan, tax parcel 14-35-101.100, with deed dated August 21, 2023 which was subject to the aforementioned Utility Easement and Access Right of Way and

WHEREAS Randy J. & Kylie M. Comenole undertook construction of a single story wood framed residential dwelling, a portion of which encroaches upon the Utility Easement and Access Right of Way and

WHEREAS Randy J. & Kylie M. Comenole are requesting the Utility Easement and Access Right of Way be redefined in such a manner as to remove the encroachment of the newly constructed dwelling and

WHEREAS City staff has determined the proposed redefined Utility Easement and Access Right of Way provides sufficient space to conduct maintenance operations on storm water utilities

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown hereby approves the redefined Utility Easement and Access Right of Way over Tax Parcel 14-35-101.100 and

BE IT FURTHER RESOLVED that City Manager Eric Wagenaar is hereby authorized and directed to sign the redefined Utility Easement and Access Right of Way on behalf of the City of Watertown.

Seconded by _____

**AMENDED AND RESTATED EASEMENT
AND ACCESS RIGHT OF WAY**

THIS INDENTURE, made the ____ day of March, 2024, between **RANDY J. COMENOLE and KYLIE M. COMENOLE**, having a mailing address of 1424 Loomus Drive, Watertown, New York 13601, (hereinafter collectively, the “Grantor”) and the **CITY OF WATERTOWN**, a municipal corporation of the State of New York, having an address and place of business located at 245 Washington Street, Watertown, New York 13601, (hereinafter. The “Grantee”).

WITNESSETH, that the Grantor, in consideration of One Dollar (\$1.00) lawful money of the United States, the receipt and sufficiency of which is hereby acknowledged, and other good and valuable consideration, paid by the Grantee, does hereby grant and release unto the Grantee, its successor and assigns, forever, a Permanent and Perpetual Easement to be exercised in, on, over, through and across the hereinafter described property for the purpose of constructing, laying, installing, replacing, relocating, operating, maintaining, cleaning, repairing and removing storm and sanitary sewer pipelines, and appurtenances of whatever type, nature or material, so as to enable the transportation of storm water and waste water through said lines now on, under, or through said property, as the Grantee may now or shall from time to time hereafter deem necessary, for the transmission of waste water and storm water, which said property is described in the attached Exhibit “A”.

Grantor further grants, releases and conveys unto the Grantee, its successors and assigns, a permanent and perpetual easement for ingress, egress and regress to be exercised in, over and on that certain property as set forth and described in attached Exhibit “B”.

The Grantee or its duly authorized representatives shall have the right to cut roots, remove tress and vegetation or other obstructions on or adjacent to said described premises which in the opinion of the Grantee, may be likely to interfere with or prevent prevent the free and unrestricted use and exercise of the Permanent Easement and the rights hereinabove described.

The Grantee shall. After the completion of initial construction or any other work required to be done in connection with the granting of these Easements, restore the surface of, and the surrounding ground to substantially its former condition except for such trees or shrubs as have to be removed in connection with the of installing sanitary sewer or storm water pipelines and appurtenances.

Reserving however, to the Grantor of the property described hereinabove, its successors and assigns, the right and privilege of using such property, except for the erection of buildings or other structures over said line or lines, provided the exercise of such right and privilege does not interfere or is not likely to interfere with or prevent the free and unrestricted uses and exercise of the Permanent Easement and rights hereinabove described.

The Grantee or its duly authorized representatives, shall have the right at any time of ingress, egress and regress, over and upon the premises of the Grantor, its successors and/or assigns into and from the aforesaid premises for the purpose hereinbefore and hereinafter set forth with vehicles or machinery of any kind or on foot without becoming or being liable for trespass.

The parties hereto agree that the foregoing Amended and Restated Easement and Access Right of Way, shall amend, restate and supersede all of the terms, conditions, rights and obligations set forth in that certain Utility Easement and Access Right of Way entered into by and between Kimberly A. Donegan and the City of Watertown, dated the 23rd Day of October, 2015, and recorded on the 6th Day of November, 2015 in the office of the Jefferson County Clerk as instrument number 2015-00016764.

The parties further agree, that in the event that any residential structure, located upon the premises heretofore described, owned and/or occupied by the Grantor, its successors or assigns shall cease to exist, due to an unforeseen or catastrophic event, then this agreement shall terminate and all of the terms, conditions, rights and/or obligations set forth in that certain Utility Easement and Access Right of Way entered into by and between Kimberly A. Donegan and the City of Watertown, dated the 23rd Day of October, 2015, and recorded on the 6th Day of November, 2015 in the office of the Jefferson County Clerk as instrument number 2015-00016764, shall be reinstated and continue in full force and effect.

TO HAVE AND TO HOLD the rights hereby granted unto the Grantee, its successors and assigns forever; and the said Grantor hereby covenant and agree as follows:

FIRST: That the Grantee shall quietly enjoy the rights hereby granted.

SECOND: That the Grantor, its successors and/or assigns will forever **WARRANT** the title to the rights hereby granted.

IN WITNESS WHEREOF, the Parties have hereunto caused these premises to be signed On the day and year as first above written.

Randy J. Comenole, Grantor

Kylie M. Comenole, Grantor

City of Watertown, NY
By:

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

On the _____ of March, 2024, before me, the undersigned, personally appeared Randy J. Comenole and Kylie M. Comenole, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their respective capacity, and that by their respective signatures on the instrument, the individual(s) or the person on behalf of which the individual(s) acted, executed the instrument.

Notary Public

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

On the _____ of March, 2024, before me, the undersigned, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her respective capacity, and that by his/her signature on the instrument, the individual(s) or the person or the entity on behalf of which the individual(s) acted, executed the instrument.

Notary Public

EXHIBIT A

SUGGESTED DESCRIPTION UTILITY EASEMENT & ACCESS RIGHT OF WAY 1424 LOOMUS DRIVE

A UTILITY EASEMENT AND RIGHT OF WAY, being situate in the City of Watertown, County of Jefferson, State of New York, and being further described as follows:

BEGINNING at a city monument (N: 1,442,469.299, E: 992,060.053} marking the southwesterly terminus of Spindle Lane (60 feet wide);

THENCE N 57°25'23" W, passing through a 1/2" capped iron rebar set (2013} at a distance of 3.45 feet and continuing a total distance of 63.45 feet to a 1/2" capped iron rebar set (2023} (N: 1,442,503.460, E: 992,006.590};

THENCE along a curve to the left at a radius of 20.00 feet, a distance of 31.42 feet to a 1/2" capped iron rebar set (2023) (N: 1,442,497.376, E: 991,978.969}, said rebar being situate a direct tie of S 77°34'42" W, a distance of 28.28 feet from the last-mentioned rebar set;

THENCE S 32°34'37" W, a distance of 128.00 feet to a 1/2" capped iron rebar set (2015} (N: 1,442,389.519, E: 991,910.052} in the city boundary;

THENCE N 57°25'23" W, along the city boundary, a distance of 60.00 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,421.824, E: 991,859.495};

THENCE N 32°34'37" E, a distance of 46.51 feet to a 1/2" capped iron rebar set (2024} (N: 1,442,461.012, E: 991,884.534};

THENCE N 78°16'40" E, a distance of 48.90 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,470.947, E: 991,932.415);

THENCE N 32°34'37" E, a distance of 25.55 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,492.473, E: 991,946.169};

THENCE N 11°43'20" W, a distance of 50.11 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,541.539, E: 991,935.988);

THENCE N 32°34'37" E, a distance of 5.93 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,546.533, E: 991,939.179);

THENCE N 04°08'46" E, a distance of 68.23 feet to a 5/8" capped iron rebar set (2013) (N: 1,442,614.580, E: 991,944.112);

THENCE S 57°25'23" E, passing through a 1/2" capped iron rebar set (2015) at a distance of 28.01 feet, a 5/8" capped iron rebar set (2013) at a distance of 91.10 feet, a 1/2" capped iron rebar set (2015) at a distance of 92.48 feet, and continuing a total distance of 171.63 feet to a 1/2" capped iron rebar set (2024) (N: 1,442,522.175, E: 992,088.729);

THENCE along a curve to the left at a radius of 20.00 feet, a distance of 27.45 feet to a point (N: 1,442,525.147, E: 992,113.895) in the northwesterly margin of Loomus Drive (60 feet wide), said point being situate a direct tie of N 83°15'53" E, a distance of 25.34 feet from the last-mentioned rebar set;

THENCE S 43°57'08" W, along the northwesterly margin of Loomus Drive, to and along the northwesterly terminus of Spindle Lane, passing through a city monument at a distance of 16.38 feet and continuing a total distance of 77.58 to the point and place of **BEGINNING**.

CONTAINING 0.387 Ground Acres of land more or less.

Bearings and coordinates in this description are referenced to the New York State Plane Coordinate System, Central Zone (3102), as realized from static GPS observations referenced to NAO 83 (2011) made December, 2014. Coordinates in this description are grid coordinates (Combined Grid Scale Factor: 0.999954037).

Distances in this description are ground distances (U.S. Survey Feet).

Caps on 1/2" capped iron rebar set are yellow and read "STOR GEOM PLS

50035". Caps on 5/8" capped iron rebar set are yellow and read "STORINO GEO.

PLS 50035".

SUBJECT TO any rights or restrictions of record that an updated Abstract of Title may disclose.

ALSO SUBJECT TO AND INCLUDING any and all other rights or restrictions of record.

AS SURVEYED by STORINO GEOMATICS, Land Surveying Services & Consulting, PLLC, on 2/26/2024, shown on a plat titled "SURVEY PLAT OF REVISED UTILITY EASEMENT & ACCESS RIGHT OF WAY", File

No. 2023-096.01, dated 2/26/2024, filed in the Jefferson County Clerk's Office as Map No. 8529 on 2/27/2024, a copy of which is part of this instrument.

INTENDING to describe a 0.387 Acre Utility Easement for storm and sanitary sewers and a Right of Way for ingress, egress, and regress over a portion of the parcel of land conveyed by Kimberly A. Donegan Living Trust dated August 22, 2016, by Kimberly A. Donegan, as Settlor, James M. Donegan and Donna R. Donegan, as Co-Trustees to Randy J. and Kylie M. Comenole in a deed dated August 31, 2023, recorded in the Jefferson County Clerk's Office as Instrument Number 2023-14972 on September 28, 2023, for said sewers and for access to Utility Easement B appropriated by the City of Watertown through Declaration of Maintenance in a resolution dated October 7, 2013, recorded in the Jefferson County Clerk's Office as Instrument Number 2013-15974 on October 24, 2013.

Exhibit B

SUGGESTED DESCRIPTION UTILITY EASEMENT ACCESS RIGHT OF WAY

A RIGHT OF WAY situate in the City of Watertown, County of Jefferson, State of New York, and being further described as follows:

COMMENCING at a point (N: 1443455.00652', E: 992771.46856') in the southerly monumented margin of Barben Avenue, said point being situate S 87°31'52" E, 690.00 feet from a point (N: 1443484.72826', E: 992082.14073') marking the intersection of the southerly monumented margin of Barben Avenue with the southeasterly monumented margin of Ives Street;

THENCE S 02°28'08" W, along the westerly margin of Loomus Drive, a distance of 259.64 feet to a point (N: 1443195.62101', E: 992760.28464');

THENCE S 43°57'08" W, along the northwesterly margin of Loomus Drive, a distance of 169.74 feet to the point of BEGINNING (N: 1443073.42753', E: 992642.48051');

THENCE S 43°57'08" W, along the northwesterly margin of Loomus Drive, a distance of 100.00 feet to a point (N: 1443001.43904', E: 992573.07795');

THENCE along a curve to the left in a generally northwesterly direction at a radius of 20.00 feet, a distance of 31.42 feet to a point (N: 1443029.71728', E: 992572.56076'), said point being situate a direct tie of N 01°02'52" W, 28.28 feet from the last mentioned point;

THENCE N 46°02'52" W, a distance of 88.29 feet to a point (N: 1443090.99208', E: 992509.00288');

THENCE N 87°31'52" W, a distance of 147.88 feet to a point (N: 1443097.36217', E: 992361.26324');

THENCE N 59°23'16" E, a distance of 109.93 feet to a point (N: 1443153.33624', E: 992455.86446');

THENCE S 87°31'52" E, a distance of 78.50 feet to a point (N: 1443149.95489', E: 992534.28723');

THENCE S 46°02'52" E, a distance of 111.01 feet to a point (N: 1443072.91043', E: 992614.20235');

THENCE along a curve to the left in a generally northeasterly direction at a radius of 20.00 feet, a distance of 31.42 feet to the point and place of BEGINNING, said point being situate a direct tie of N 88°57'08" E, 28.28 feet from the last mentioned point.

SUBJECT to and including any rights or restrictions of record that an updated Abstract of Title may disclose.

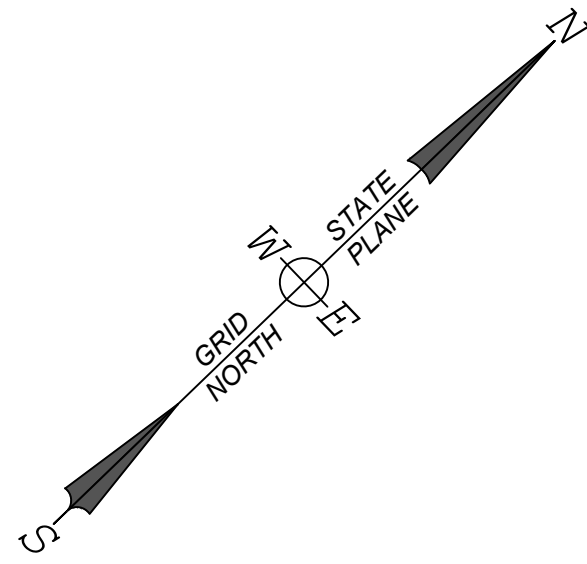
SUBJECT to and including any and all other rights or restrictions of record.

INTENDING to describe a Right of Way for ingress, egress, and regress over a portion of the parcel of land conveyed by Reny Management, Inc. to Kimberly A. Donegan in a corrective deed dated April 23, 1998, recorded in the Jefferson County Clerk's Office on May 5, 1998 in Liber 1617 of Deeds, at Page 172; for access to Utility Easement A *and* Utility Easement B appropriated by the City of Watertown through Declaration of Maintenance in a resolution dated October 7, 2013, recorded in the Jefferson County Clerk's Office as Instrument Number 2013-15974 on October 24, 2013.

AS SURVEYED by **STORINO GEOMATICS**, Land Surveying Services & Consulting, PLLC, December 24, 2014 - April 14, 2015, shown on dedication plans titled "**PLANS FOR THE DEDICATION OF LOOMUS DRIVE, SPINDLE LANE, AND ASSOCIATED UTILITIES AT THE BARBEN GREEN SUBDIVISION**", dated 2/13/2015, revised 5/8/2015, a copy of which is part of this instrument.

The bearings used in this description are referenced to New York State Plane Central Zone 3102, as realized from observations referenced to NAO 83 (2011). Coordinates were determined from static GPS observations made December, 2014. Coordinates given *are* grid coordinates (Combined Grid Scale Factor: 0.999954037). Distances and area used in this description are ground.

The monumented margins referred to herein are those as monumented by the Department of Engineering of the City of Watertown, New York.



RIGHT-OF-WAY & EASEMENT REFERENCE:

UTILITY EASEMENT & ACCESS RIGHT OF WAY
KIMBERLY A. DONEGAN
TO
CITY OF WATERTOWN
AGREEMENT DATE: OCTOBER 23, 2015
DATE RECORDED: NOVEMBER 6, 2015
INSTRUMENT NUMBER: 2015-16764

SEE MAP REFERENCE 4

AREA OF REVISED EASEMENT & RIGHT OF WAY: 0.387 ± GROUND ACRES

DEED REFERENCE:

KIMBERLY A. DONEGAN LIVING TRUST
DATED AUGUST 22, 2016 BY KIMBERLY A.
DONEGAN, AS SETTLOR, JAMES M.
DONEGAN AND DONNA R. DONEGAN, AS
CO-TRUSTEES

TO
RANDY J. & KYLIE M. COMENOLE
DEED DATE: AUGUST 31, 2023
DATE RECORDED: SEPTEMBER 28, 2023
INSTRUMENT NUMBER: 2023-14972

ABSTRACT REFERENCE:

JEFFERSON ABSTRACT CORPORATION
NO. 6984-23, DATED SEPTEMBER 28, 2023

MAP REFERENCES:

- "BARBEN GREEN, FINAL PLAT" - DRAWING NO. F.1 AND F.2, PROJECT NO. 79820-1, BY PASSERO ASSOCIATES, P.C., DATED SEPTEMBER 28, 1987, REVISED JANUARY 22, 1988, RECORDED IN THE JEFFERSON COUNTY CLERK'S OFFICE AS MAP NO. 1191 AND 1192 IN PLAT CABINET 1A, ON FEBRUARY 26, 1988.
- "SURVEY PLAT OF UTILITY EASEMENTS AT BARBEN GREEN SUBDIVISION", FILE NO. 2013-020, BY STORINO GEOMATICS, PLLC, DATED JULY 28, 2013.
- "SURVEY PLAT OF A PARCEL OF LAND KNOWN AS TAX MAP P.N. 14-35-101.040, LANDS OF DORRENCE R. JONES AND JUDITH L. JONES", FILE NO. 2013-030, BY STORINO GEOMATICS, PLLC, DATED SEPTEMBER 13, 2013.
- "PLANS FOR THE DEDICATION OF LOOMUS DRIVE, SPINDLE LANE, AND ASSOCIATED UTILITIES AT THE BARBEN GREEN SUBDIVISION", FILE NO. 2014-038, BY STORINO GEOMATICS, PLLC, DATED FEBRUARY 13, 2015, REVISED MAY 8, 2015.
- "SURVEY PLAT OF LANDS OF RANDY J. AND KYLIE M. COMENOLE", FILE NO. 2023-096, BY STORINO GEOMATICS, PLLC, DATED DECEMBER 29, 2023.
- CITY OF WATERTOWN STREET MONUMENTATION RECORD:
 - LOOMUS DRIVE
 - SPINDLE LANE

SURVEY NOTES:

- BEARINGS AND COORDINATES ARE REFERENCED TO THE NEW YORK STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (3102), AS REALIZED FROM STATIC GPS OBSERVATIONS REFERENCED TO NAD 83 (2011) MADE DECEMBER, 2014.

COORDINATES ARE GRID COORDINATES (COMBINED GRID SCALE FACTOR: 0.999954037).
- DISTANCES ARE GROUND DISTANCES (U.S. SURVEY FEET).
- SURVEY DATE: 2/XX/2024
- FIELD WORK ON SURVEY DATES INDICATED ABOVE, WAS PERFORMED UNDER ADVERSE WEATHER CONDITIONS, INCLUDING SIGNIFICANT GROUND SNOW AND ICE COVER.
- ALL ADJOINERS AND REFERENCES ARE PER THE CITY OF WATERTOWN ASSESSMENT DEPARTMENT AND JEFFERSON COUNTY REAL PROPERTY ASSESSMENT OFFICE.
- THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF UPDATED ABSTRACTS OF TITLE.

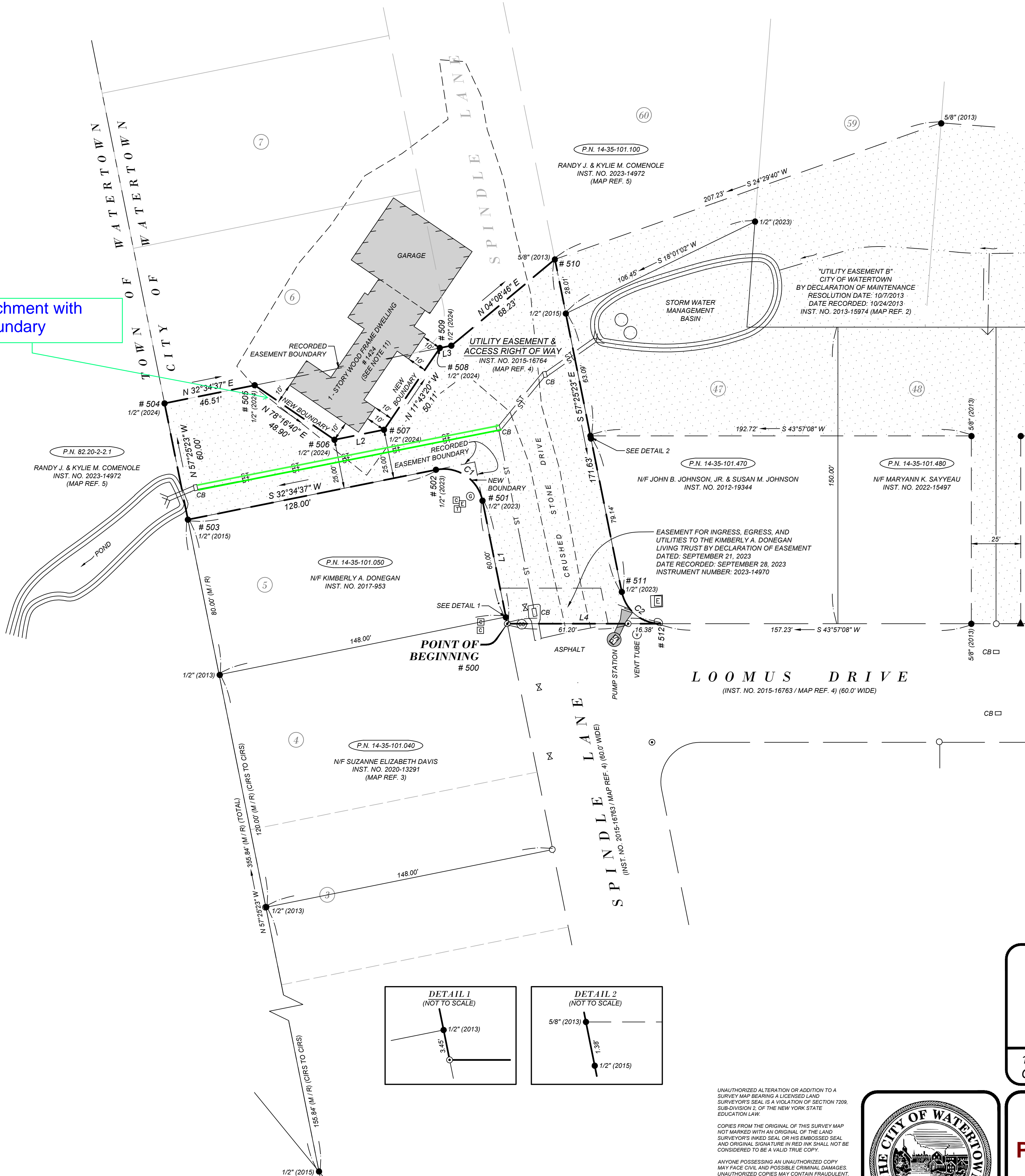
SURVEYOR HAS MADE NO INVESTIGATION NOR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY OTHER FACTS THAT ACCURATE AND CURRENT ABSTRACT TITLE SEARCHES MAY DISCLOSE.
- STORM SEWER SHOWN WITHIN UTILITY EASEMENT AND ACCESS RIGHT OF WAY FOR REFERENCE ONLY PER MAP REFERENCE 4.

NO OTHER UNDERGROUND FACILITIES, STRUCTURES OR UTILITIES ARE SHOWN ON THIS MAP PRIOR TO CONSTRUCTION CONTACT PRIVATE UTILITY LOCATE AND DIG SAFELY NEW YORK FOR LOCATIONS OF UNDERGROUND UTILITIES. (1-800-962-7962 OR 811)
- (M): MEASURED DISTANCE
(D): DEED DISTANCE
(R): RECORD MAP DISTANCE

IPF: IRON PIPE FOUND
CIPF: CAPPED IRON PIPE FOUND
IRF: IRON REBAR FOUND
CIRF: CAPPED IRON REBAR FOUND
- SPINDLE LANE AND TAPESTRY LANE WITHIN THE SUBJECT PARCEL ARE SUBJECT TO ANY AND ALL RIGHTS, IF ANY, OF THE PUBLIC AND OR OTHER LOT OWNERS THAT MAY EXIST.
- CAPS ON 1/2" CAPPED IRON REBAR SET (CIRS) ARE YELLOW AND READ "STOR GEOM PLS 50035".

CAPS ON 5/8" CAPPED IRON REBAR SET (CIRS) ARE YELLOW AND READ "STORINO GEO. PLS 50035".
- DWELLING AND GARAGE ON THE SUBJECT PARCEL SHOWN PER MAP REF. 5 AND WERE UNDER CONSTRUCTION AT THE TIME OF SURVEY.

Encroachment with new boundary



COORDINATE TABLE:

POINT	NORTHING	EASTING
500	1,442,469.299	992,060.053
501	1,442,503.480	992,006.590
502	1,442,497.376	991,978.969
503	1,442,389.519	991,910.052
504	1,442,421.824	991,859.495
505	1,442,461.012	991,884.534
506	1,442,470.947	991,932.415
507	1,442,492.473	991,946.169
508	1,442,541.539	991,935.988
509	1,442,546.533	991,939.779
510	1,442,614.580	991,944.112
511	1,442,622.175	992,088.729
512	1,442,626.147	992,113.895

LINE TABLE:

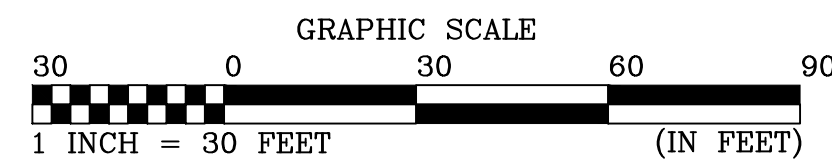
LINE	BEARING	DISTANCE
L1	N 57°25'23" W	63.45' (TOTAL)
L2	N 32°34'37" E	25.55'
L3	N 32°34'37" E	5.92'
L4	S 43°57'08" W	77.58' (M/R) (TOTAL)

CURVE TABLE:

CURVE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	31.42' (M/R)	20.00'	S 77°34'42" W	28.28'
C2	27.45' (M/R)	20.00'	N 83°15'53" E	25.34'

LEGEND:

- BOUNDARY LINE
- FORMER BOUNDARY LINE
- LOT NO. (PER MAP REF. 1)
- STREET MARGIN
- CITY MONUMENT
- IRON FOUND (AS NOTED)
- CAPPED IRON REBAR SET (SEE NOTE 10 / AS NOTED)
- MAG NAIL SET
- WATER VALVE
- GAS MARKER
- TRANSFORMER
- CABLE PEDESTAL
- TELEPHONE PEDESTAL
- CATCH BASIN
- STORM PIPE

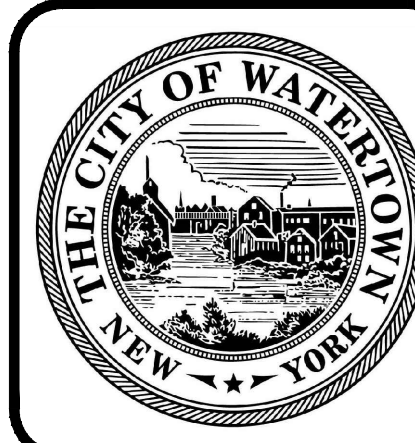


SURVEY PLAT OF REVISED UTILITY EASEMENT & ACCESS RIGHT OF WAY

- CITY OF WATERTOWN -

1424 LOOMUS DRIVE
COUNTY OF JEFFERSON

CITY OF WATERTOWN
STATE OF NEW YORK



Preliminary
02/13/2024 7:51:24 AM

THOMAS MICHAEL STORINO
P.L.S. NO. 50035



NJ · NY · PA · VT

DATE: 2/XX/2024
SCALE: 1" = 30'
DRAWN BY: A.M.S.
CHECKED BY: T.M.S. / A.M.S.
FILE NO. 2023-096.01
DWG. NO.

V101

1 OF 1

Res No. 7

March 26, 2023

To: The Honorable Mayor and City Council

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

Subject: Finding That Designating the Zoning Classification of an Approximately 0.198-acre Western Section of 414 Lincoln Street, Parcel Number 4-04-221.100, as Residential Will Not Have a Significant Impact on the Environment

At its March 5, 2024 meeting, the City Planning Commission adopted a motion recommending that the City Council designate the approved zoning classification of an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-221.100 as Residential. The City Council has scheduled a public hearing on the request for Monday, April 1, 2024, at 7:15 p.m.

The City Council must complete Part 2 and Part 3, if necessary, of the Short Environmental Assessment Form (EAF) and adopt the attached resolution before it may vote on the Zoning Designation Ordinance. The resolution states that the proposed zoning designation will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Designating the Zoning Classification of An Approximately 0.198-Acre Western Section of 414 Lincoln Street, Parcel Number 4-04-221.100, As Residential Will Not Have a Significant Impact On the Environment

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York, has before it an Ordinance to designate the approved zoning classification of an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-221.100, as Residential, and

WHEREAS the City Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Quality Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the adoption of the proposed ordinance constitutes such an “Action,” and

WHEREAS the City Council has determined that the proposed Ordinance is an “Unlisted Action” as that term is defined by 6NYCRR Section 617.2 (al), and

WHEREAS there are no other involved agencies for SEQRA review as that term is defined in 6NYCRR Section 617.2 (al), and

WHEREAS to aid the City Council in its determination as to whether the proposed zoning designation will have a significant impact on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by Staff, a copy of which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the adoption of the zoning designation will not have a significant impact on the environment.

RESOLUTION

Page 2 of 2

Finding That Designating the Zoning Classification of
An Approximately 0.198-Acre Western Section of
414 Lincoln Street, Parcel Number 4-04-221.100,
As Residential Will Not Have a Significant Impact
On the Environment

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

2. The Mayor of the City of Watertown is authorized to execute Part 3 of the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

Legend

-  Planned Development District
-  City Center Overlay
-  Waterfront Overlay
-  Downtown
-  Residential
-  Neighborhood Mixed Use
-  Urban Mixed Use
-  Commercial
-  Planned Campus
-  Industrial
-  Parks & Open Space
-  REQUESTED ZONE CHANGE



0 25 50 100 Feet



CITY OF WATERTOWN GIS

245 WASHINGTON STREET
2ND FLOOR
WATERTOWN, NEW YORK 13601

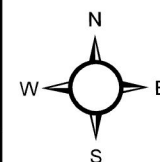
(315) 785-7793
gis@watertown-ny.gov

Not Zoned to Residential

Part of 414 Lincoln St

(4-04-221.100)

The City of Watertown does not warrant, guarantee or accept any liability for the accuracy, precision or completeness of any information shown or described hereon or for any inferences made therefrom. Any use made from this information is solely at the risk of the user.



ZONE CHANGE MAP

Requested By: G. Urda

Author: mowen

Date: 2/27/2024

Scale : 1 in= 100 ft

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)

Short Environmental Assessment Form

Part 1 - Project Information

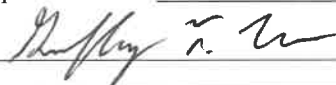
Instructions for Completing

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			
414 Lincoln Street Zoning Designation			
Name of Action or Project:			
414 Lincoln Street, Watertown, NY 13601			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
The City of Watertown proposes to designate the Zoning Classification of an approximately 0.198-acre Western Section of 414 Lincoln Street, Parcel Number 4-04-221.100, as Residential.			
Name of Applicant or Sponsor:		Telephone: (315) 785-7741	
City of Watertown, NY		E-Mail: gurda@watertown-ny.gov	
Address:			
245 Washington Street			
City/PO:		State:	Zip Code:
Watertown		NY	13601
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO
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.			YES
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO
If Yes, list agency(s) name and permit or approval:			YES
3. a. Total acreage of the site of the proposed action?			
b. Total acreage to be physically disturbed?			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input 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? b. Consistent with the adopted comprehensive plan?	NO <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/>	N/A <input type="checkbox"/> <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO <input type="checkbox"/>	YES <input 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 <input type="checkbox"/>	YES <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? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input 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 <input type="checkbox"/>	YES <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <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 <input type="checkbox"/> <input type="checkbox"/>	YES <input 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 <input type="checkbox"/> <input type="checkbox"/>	YES <input 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 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 type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input 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 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 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 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 type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: <u>Geoffrey Urda, Planner</u> Date: <u>3/21/24</u> Signature: <u></u> Title: <u>Planner</u>		

Narrative Description of Intent of Proposed Action:

The City of Watertown proposed to zone an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-221.100 as Residential. This land is currently un-zoned, as it was formerly a paper street that the City conveyed to an adjacent property owner. Following the conveyance, the property owner combined the land with his residential parcel, creating a resultant parcel that is split between Residential Zoning and un-zoned land. The intent of the proposed action is to establish uniform zoning across the entire parcel.

Res No. 8

April 1, 2024

To: The Honorable Mayor and City Council

From: Eric Wagenaar, City Manager

Subject: Authorizing Application for FEMA Fire Prevention and Safety Grant (FP&S)

The Fire Department is seeking City Council approval to apply for grant funding under FEMA's Fire Prevention and Safety Grant (FP&S) Program. The City intends to submit a grant proposal for the replacement of our 18-year-old fire safety training trailer. A memorandum with further details outlining this proposal can be found attached.

A resolution authorizing the application has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Authorizing Application for FEMA Fire Prevention and Safety Grant (FP&S)

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

WHEREAS the City of Watertown Fire Department is seeking City Council approval to apply for grant funding under FEMA’s Fire Prevention and Safety Program, and

WHEREAS the purpose of this program is to replace the department’s fire prevention and safety trailer, a critical component of the department’s community risk reduction program for school aged children, and

WHEREAS the application, in a total project amount not to exceed \$235,000.00, with the City’s share not to exceed \$11,190.48, would allow the department to purchase a replacement for the current trailer,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the Fire Department to submit a grant application under FEMA’s Fire Prevention and Safety Program, and

BE IT FURTHER RESOLVED that the Fire Chief is hereby authorized and directed to execute the grant application on behalf of the City of Watertown.

Seconded by _____



CITY OF WATERTOWN FIRE DEPARTMENT

224 SOUTH MASSEY STREET
WATERTOWN, NEW YORK 13601
OFFICE: 315-785-7800
FAX: 315-785-1821



To: Manager Wagenaar

CC: City Council Members

From: Chief Timerman

Date: March 26th, 2024

Re: FEMA Fire Prevention and Safety Grant Program

Manager Wagenaar,

The Federal Emergency Management Agency's (FEMA) Fire Prevention and Safety Grant Program (FP&S) provides financial assistance to eligible fire departments for fire prevention programs. Over time, the program has awarded approximately \$852 million in grant funding – this year the program will disburse another \$36 million. The window for applications is currently open and will close on April 12th, 2024. The department seeks authorization to submit a grant proposal for the replacement of our 18-year-old fire safety training trailer.

Our existing fire safety trailer has seen heavy use over its lifetime and has suffered a lot of wear and tear. We estimate it has been used for over 1000 presentations to school-age children. Last year alone we used it for 81 presentations to 1500 students and adults. The trailer is one of the main components in our community risk reduction efforts to elementary school age children. Several years ago, we had to rebuild the front of the trailer after a roof leak caused serious structural damage. The roof repair made at that time has degraded and the roof remains extremely delicate – a heavy snow load could cause significant damage at this point. We were able to store the trailer inside at the Town of Watertown Fire Station #3 last winter, but that option wasn't available this year. This winter we had to store it outdoors at the old armory on South Massey Street (now owned by the city school district). Hopefully, the roof remains intact and we can squeeze another year out of it.

To fund the replacement of the fire safety trailer, I seek permission to submit an application to FEMA's FP&S grant program for an amount not to exceed \$235,000. The budget is listed below. Dollar amounts are listed as not to exceed as we are still finalizing the specific amount. The FEMA FP&S program requires a 5% local match of the grant award.

Project Budget	
Fire Safety Trailer Replacement	\$235,000 (estimated)
Total	\$235,000 (not to exceed)
Federal Cost Share	\$223,809.52 (not to exceed)
Local Cost Share	\$11,190.48 (not to exceed)



CITY OF WATERTOWN FIRE DEPARTMENT

224 SOUTH MASSEY STREET
WATERTOWN, NEW YORK 13601

OFFICE: 315-785-7800

FAX: 315-785-1821



Utilizing the FEMA Fire Prevention and Safety grant program to replace our existing trailer will shift more than 95% of this significant cost away from our capital budget and conserves the city's financial resources for other uses. The trailer is an integral part of our community risk reduction strategy and aligns well with FEMA FP&S program goals.

Successful applications for FEMA FP&S grants need to be completed within 12 months of acceptance. As such, should the council authorize the application and FEMA selects it for funding, funds would need to be encumbered, spent, and reimbursed by late summer/fall of 2025.

Respectfully,

A handwritten signature in blue ink, reading "Matthew Timerman".

Matthew Timerman
Fire Chief

Ord No. 1

March 26, 2024

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Bond Ordinance – Water Reservoir Pipe Repair

The Water Department believes it has identified issues with the pipes that lead into the reservoir as the reason for the reservoir leak. The current estimate for the cost of the repair work is in the range of \$500,000 - \$750,000. In order for staff to issue the authorization to a vendor to proceed with the work the financing needs to be in place.

Accordingly, a bond ordinance in the amount of \$750,000 has been prepared for City Council consideration to finance the project.

ORDINANCE

Page 1 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by _____

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 April 1, 2024, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by _____, who moved its adoption, seconded by _____, to wit:

BOND ORDINANCE DATED APRIL 1, 2024.

A Bond Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

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 (the "City"), as follows:

ORDINANCE

Page 2 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Section 1. For paying the costs of the rehabilitation of the reservoir at Thompson Park, including any pipes connecting to the reservoir, and incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York, there are hereby authorized to be issued \$750,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$750,000 and that the plan for the financing thereof is by the issuance of the \$750,000 bonds of said City authorized to be issued pursuant to this bond ordinance; provided, however, that the amount of bonds ultimately to be issued will be reduced by the amount of any State and, or federal aid or any other revenue received by the City from other sources for such specific object or purpose, which monies are hereby appropriated therefor.

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.

ORDINANCE

Page 3 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

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 the City Comptroller shall deem best for the interests of the City, including, but not limited to, the power to sell said bonds to the New York State Environmental Facilities Corporation; provided, however, that in the exercise of these delegated powers, the City Comptroller 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 application of the purchase money.

Section 8. The power to issue and sell notes to the New York State Environmental Facilities Corporation pursuant to Section 169.00 of the Local Finance Law is hereby delegated to the City Comptroller. Such notes shall be of such terms, form and contents as may be prescribed by said City Comptroller consistent with the provisions of the Local Finance Law.

Section 9. The City Comptroller is hereby further authorized, at the sole discretion of the City Comptroller, to execute a project financing agreement, and any other agreements with the New York State Department of Environmental Conservation and/or the New York State Environmental Facilities Corporation, including amendments thereto, and including any instruments (or amendments thereto) in the effectuation thereof, in order to effect the financing or refinancing of the specific object or purpose described in Section 1 hereof, or a portion thereof, by a bond, and, or note issue of said City in the event of the sale of same to the New York State Environmental Facilities Corporation.

Section 10. The intent of this ordinance is to give the City Comptroller sufficient authority to execute those applications, agreements, instruments or to do any similar acts necessary to effect the issuance of the aforesaid bonds and, or notes, without resorting to further action of the City Council.

Section 11. 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 its City Comptroller, providing

ORDINANCE

Page 4 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

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

Section 13. This ordinance shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150 - 2. Other than as specified in this resolution, 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 14. This ordinance, which takes effect immediately, shall be published 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 moved by _____, seconded by _____, with all voting "AYE".

ORDINANCE

Page 5 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

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

Council Member Robert O. Kimball
 Council Member Clifford G. Olney III
 Council Member Lisa A. Ruggiero
 Council Member Benjamin P. Shoen
 Mayor Sarah V.C. Pierce

VOTING _____
 VOTING _____
 VOTING _____
 VOTING _____
 VOTING _____

The ordinance was thereupon declared duly adopted.

* * * * *

APPROVED BY THE MAYOR

 Mayor

April 1, 2024.

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 February 5, 2024, 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 said meeting was (i) open to the general public pursuant to Section 103 of the Public Officers Law or (ii) conducted in conformance with Section 103-a of the Public Officers Law.

ORDINANCE

Page 6 of 6

An Ordinance Authorizing the Issuance of \$750,000 Bonds of the City of Watertown, Jefferson County, New York to Pay the Costs of the Rehabilitation of the Reservoir At Thompon Park, Including any Pipes Connecting to the Reservoir, in and for Said City.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

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

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

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on April ____, 2024.

City Clerk

(CORPORATE SEAL)

Seconded by _____

ORDINANCE

Page 1 of 1

Designating the Zoning Classification of an
Approximately 0.198-acre Western Section of
414 Lincoln Street, Parcel Number 4-04-211.100
As Residential.

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total

YEA	NAY

Introduced by Council Member Lisa A. Ruggiero

BE IT ORDAINED where the City of Watertown has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to designate the zoning classification of an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-211.100 as Residential, and

WHEREAS the Planning Commission of the City of Watertown considered the zoning designation request at its March 5, 2024 meeting and adopted a motion recommending that City Council approve the zoning designation, and

WHEREAS a public hearing was held on the proposed zoning designation on April 1, 2024, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zoning designation 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 zoning designation,

NOW THEREFORE BE IT ORDAINED that the zoning classification an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-211.100 shall be designated as Residential, 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 Council Member Clifford G. Olney III

Ord No.

March 26, 2024

To: The Honorable Mayor and City Council

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

Subject: Designating the Zoning Classification of a 0.198-acre Western Section of 414 Lincoln Street, Parcel Number 4-04-221.100 as Residential

On February 21, 2023, the City Council adopted a new Zoning Ordinance for the City of Watertown. This new ordinance created entirely new zoning districts and a new zoning map, with every parcel in the City on the date of adoption receiving a zoning designation in one of the eight newly created districts.

In the case of 414 Lincoln Street, the parcel, as described by its current metes and bounds, only came into legal existence on April 1, 2023, after the City filed its final assessment roll for the year, leaving a significant portion of the parcel un-zoned. This occurred as a result of the City conveying a former paper street to an adjacent property owner, Frederick, A. McWayne.

Planning Staff initiated a request with the Planning Commission to zone the remainder of the parcel as Residential. The Planning Commission reviewed the request at its March 5, 2024 meeting and adopted a motion recommending that City Council approve the zoning designation request as submitted. Attached is the Staff Report prepared for the Planning Commission as well as an excerpt from their meeting minutes.

The Ordinance attached for City Council consideration approves the zoning designation as proposed.

The City Council has scheduled a public hearing on the ordinance for 7:15 p.m. on Monday, April 1, 2024. Staff has also prepared a SEQRA resolution for City Council consideration at that meeting. The Council must hold the public hearing **and** adopt the SEQRA Resolution before voting on the Zoning Designation Ordinance.



MEMORANDUM

CITY OF WATERTOWN, NEW YORK
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
245 WASHINGTON STREET, ROOM 305, WATERTOWN, NY 13601
PHONE: 315-785-7741 – FAX: 315-782-9014

TO: Planning Commission Members

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

PRIMARY REVIEWER: Geoffrey Urda, Planner

SUBJECT: Zoning Designation Request - 414 Lincoln Street

DATE: February 29, 2024

Request: To designate the zoning classification of an approximately 0.198-acre western section of **414 Lincoln Street**, Parcel Number 4-04-221.100 as Residential

Applicant: City of Watertown

Owner(s): Frederick A. McWayne

SEQRA: Unlisted

County review: No

Comments: On February 21, 2023, the City Council adopted a new Zoning Ordinance for the City of Watertown. This new ordinance created entirely new zoning districts and a new zoning map, with every parcel in the City on the date of adoption receiving a zoning designation in one of the eight newly created districts.

In the case of 414 Lincoln Street, the parcel, as described by its current metes and bounds, only came into existence on April 1, 2023, leaving a significant portion of the parcel un-zoned. Planning Staff recommends zoning the western section of the parcel Residential to create uniform zoning.

This existing condition arises from the timing of formal parcel creation. The un-zoned western section of parcel was formerly a paper street; specifically, the uncompleted northern terminus of Hancock Street. The property owner, Frederick A. McWayne, acquired the lands that formerly composed the paper street in February 2022 and subsequently assembled it in with the rest of his property in April 2022 to form a single parcel. However, new parcels do not formally enter existence until the filing of that year's final assessment roll, thus the April 1, 2023 creation date.

Given this timeline, 414 Lincoln Street (at that time still assigned Parcel Number 4-04-221.000) did not yet contain any portion of the unimproved Hancock Street per the City's formal parcel map on February 21, 2023. Thus, only the parcel as it then existed received a zoning designation. The paper street did not.

When the City then filed its 2023 final assessment roll, the newly assembled parcel formally entered existence on April 1, 2023 essentially as a split-zoned parcel between Residential and un-zoned. This Zoning Designation Request would uniformly zone the parcel Residential.

Zoning and Comprehensive Plan: The City's adopted Comprehensive Plan recommends the future land use for this area as Residential Low Density. It is part of a large, approximately 275-acre Residential Low Density Future Land Use Character Area that encompasses much of the central part of the City's north side. The surrounding parcels are all zoned Residential.

Section §20(25) of New York State General City Law, which empowers Cities to enact zoning laws, requires such regulations to be "in accord with a well-considered plan." Per the quoted Code, the Planning Commission must consider whether that request is consistent with the Comprehensive Plan when it makes its recommendation to the City Council.

SEQR: Staff has completed a State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) as part of the application for the zone change. The City Council, as the lead agency, will complete Part 2 of the EAF.

Action: As amending the Zoning Map is a legislative act, the City Council retains sole authority to adopt amendments. The Planning Commission's role is to make a recommendation to the City Council before the Council acts on the recommended zoning designation.


cc: City Council Members

Meredith Griffin, Civil Engineer II

Frederick A. McWayne, 414 Lincoln Street, Watertown, NY 13601

Shawn McWayne, 24571 Crane Lane, Watertown, NY 13601

Legend

-  Planned Development District
-  City Center Overlay
-  Waterfront Overlay
-  Downtown
-  Residential
-  Neighborhood Mixed Use
-  Urban Mixed Use
-  Commercial
-  Planned Campus
-  Industrial
-  Parks & Open Space
-  REQUESTED ZONE CHANGE



CITY OF WATERTOWN GIS

245 WASHINGTON STREET
2ND FLOOR
WATERTOWN, NEW YORK 13601

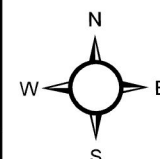
(315) 785-7793
gis@watertown-ny.gov

Not Zoned to Residential

Part of 414 Lincoln St

(4-04-221.100)

The City of Watertown does not warrant, guarantee or accept any liability for the accuracy, precision or completeness of any information shown or described hereon or for any inferences made therefrom. Any use made from this information is solely at the risk of the user.



ZONE CHANGE MAP

Requested By: G. Urda

Author: mowen

Date: 2/27/2024

Scale : 1 in= 100 ft

**ZONING DESIGNATION – 414 LINCOLN STREET
PARCEL NUMBER 4-04-221.100**

The Planning Commission then considered a request for a Zoning Designation submitted by the City of Watertown to designate the approved zoning classification of an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-221-100, as Residential.

Mr. Urda began by saying that this was a City-initiated request. He said that when the City adopted its new Zoning Ordinance in February 2023, the Zoning map created at that time designated a zoning district for every parcel that existed. He then said that when the City subsequently filed its final assessment roll, it resulted in a parcel entering existence on April 1, 2023 without having a zoning designation.

Mr. Urda pointed out that the hatched piece of land on the map (and subject of this request) was formerly a paper street that the City sold to the neighboring property owner. The timing of that sale and the creation of the parcel in GIS and on the assessment roll occurred after the new Zoning map was adopted. Mr. Urda said the hatched parcel is now part of the adjacent property resulting in split zoned land between residential and un-zoned and the city is requesting that the un-zoned land be zoned residential to create uniform zoning on the parcel.

Hearing no further discussion, Ms. Fields made a motion to recommending that the City Council designate the approved zoning classification of an approximately 0.198-acre western section of 414 Lincoln Street, Parcel Number 4-04-221.100, as Residential.

Ms. Godek seconded the motion, all voted in favor.

Mr. Urda noted that the application would be considered by the City Council and they will set a public hearing for their April 1, 2024 meeting following which the Council would be free to vote on the zoning designation.

Staff Report

March 23, 2024

To: The Honorable Mayor and City Council

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

Subject: Community Development Block Grant (CDBG) Program Year 2024
Annual Action Plan - Update

As you are aware, Staff has been soliciting public input and comments over the course of the last several weeks regarding the development of the City's CDBG Program Year 2024 Annual Action Plan. Public participation is a key component in the development of the plan. Staff presented an overview of the program and discussed project ideas at the February 12, 2024, City Council work session and a public hearing was held on March 4, 2024. In addition to the public hearing, Staff sent email correspondence to the partner agencies identified in our CDBG Citizen Participation Plan and discussed the proposed plan with our Citizens Advisory Board, Advantage Watertown, on February 8, 2024.

The result of this outreach yielded several ideas for projects and funding requests. During the last few weeks, we have been evaluating these ideas to determine whether or not they would be eligible for CDBG funding and if so, how they might fit into the 2024 Program Year budget. In addition to the public outreach, Planning Staff has been discussing funding priorities with other departments during our capital project meetings. These discussions have also resulted in several project ideas.

The following is an update on some of the projects originally proposed during the work session and a review of project ideas that have resulted from interdepartmental discussion.

Black River Trail Western Extension Construction. The City was awarded a \$1,663,764 Transportation Alternatives Grant (TAP) grant from the NYS Department of Transportation (NYS DOT) in 2022 for the construction of an extension to the Black River Trail. The new trail will start at Marble Street Park and will follow Marble Street to Water Street. It will then connect to and follow an old railroad bed and cross Sewall's Island. The trail will then cross Factory Street and terminate at Factory Square Park. When the City applied for this grant, the City Council agreed to use CDBG funds for the required match. The City is under contract with the NYS DOT for the project funding and design work, which is underway. The original plan was to allocate CDBG funds for the

required match as part of the 2024 Annual Action Plan, but since the current schedule calls for a construction start date of sometime around July 1, 2025, Staff is recommending that we wait until next year and include the project in our 2025 Annual Action Plan. By doing so, we will avoid potential timely spending issues with HUD.

Waiting until next year provides the City with the opportunity to utilize CDBG funding to assist with a very high priority project in one of our CDBG target areas. The Huntington Street Water Main Replacement Project has been identified as a high priority project for the 24-25 fiscal year. The project involves the reconstruction of a 16" steel water main along Huntington Street from Eastern Blvd. to Factory Street. The project is located in the Near East and East Target Areas and would be an eligible activity under the CDBG program. The low to moderate income (LMI) benefit would be met on an area basis as greater than 51% of the persons residing in this area are LMI persons. Staff is recommending that the City allocate \$500,000 in CDBG funding for this project.

The following is a description of the various project ideas/requests that the City received during our public outreach process along with a determination of their eligibility and recommendation on funding.

Transitional Living Services of Northern New York Single Room Occupancy Facility – 518 Pine Street. Last year, North Country Transitional Living Services (NCTLS) partnered with Jefferson County Department of Social Services (JCDSS) to open a Single-Room Occupancy (SRO) facility at 518 Pine Street, to help address the homelessness problems within the City of Watertown. The facility provides safe, supervised transitional housing to individuals experiencing homelessness. NCTLS provides staff at the facility twenty-four hours per day, seven days per week and provides case management services to each of the individuals. The City Council provided CDBG support for this program as part of the 2022 and 2023 Annual Action Plans. NCTLS has requested \$25,000 in CDBG funds to assist with the annual operating costs of this facility (see attached letter).

Homeless assistance is an eligible cost under CDBG regulations. HUD regulations state that persons who are homeless are presumed to be principally LMI, therefore activities that provide assistance to the homeless are considered to meet the national objective of benefiting low and moderate income persons. Eligible costs include operating assistance, case management, job training and other on-site supportive services. Including this project in our 2024 Annual Action Plan will allow the City to continue to be a partner with NCTLS and JCDSS in addressing the needs of the housing insecure within the City. Staff is recommending that it be included in this year's plan.

Watertown City School District Food 4 Families (F4F) Backpack Program. The City received a request for \$8,000 from the school district for CDBG funding for the F4F Backpack Program. The City has provided CDBG funding for this program for a number of years. The program is an initiative aimed at addressing food insecurity among children in our community. The program provides under-resourced children and their families with a backpack full of food each Friday, so they have food for the weekend. This

enables them to be better prepared and ready to learn when the new school week starts. The long-term goals of the program include improving scores, attendance, graduation rates, etc. The program is carried out at all school buildings within the District. The program provides approximately 100 backpacks each week during the school year, but there is greater need in the District than the program can provide. Beyond the CDBG funding provided by the City, the program receives numerous community donations, fundraisers, as well as funding through payroll donations made to the United Way. Providing funding for food pantries is an eligible activity under the CDBG regulations. Including this project in our 2024 Annual Action Plan will allow the City to continue this successful partnership and address an important need in the community. Staff is recommending that \$8,000 in funding be included in the plan for this program.

In addition to the specific funding requests for the two programs above, the City received correspondence from the Northern Regional Center for Independent Living (NCRIL) recommending utilizing CDBG funds for accessible, affordable housing, improving sidewalks, making intersections and crossings safer and making home modifications to allow people to age in place. The condition of sidewalks on Mill St. was identified as an area of concern and several intersections that would benefit from the installation of an audible pedestrian signals for the blind and visually impaired were listed. It was also noted that there is a shortage of housing that is affordable and accessible for people with disabilities. The letter also advocated for funding for home modifications such as ramps and alterations to accommodate wheelchairs, allowing people to age in place.

The City has in the past and is proposing this year to address several of these suggestions. Our various CDBG housing programs aim to increase the supply of affordable housing and could accommodate requests for home modifications to allow people to age in place if the applicant was income eligible. Two of the intersections noted for traffic signal improvements are included in the City's capital project plan. In addition, the City has included numerous ADA ramp replacement projects in our previous Annual Action Plans aimed at improving sidewalks and making crossings safer and more accessible. Staff is recommending that we include additional ADA ramp replacement as part of this year's plan.

The city also received a request from a local Watertown resident to use CDBG funds to support educational programs at Zoo New York. No specific dollar amount or program description was provided and no details were given to show how LMI persons would benefit. While CDBG funds could possibly be used for educational programming at the Zoo, the program would have to be designed in a way to document and prove that at least 51% of the attendees were low to moderate income persons. Given the uncertainty of the future of the zoo and the lack of a specific program in place detailing how the City could prove the LMI benefit, Staff is recommending that the funding not be included in the Annual Action Plan for this purpose.

Due to delays in the Federal budget process, HUD has not yet informed the City of our 2024 Program Year allocation, so we are still working with an estimated

number of \$925,000. Based on the discussion with the City Council at the February 12, 2024 work session, interdepartmental discussion and the community input that we have received, Staff is proposing the following projects and associated budgets for the 2024 Annual Action Plan:

CDBG Program Year 2024 Budget

<u>Project</u>	<u>Amount</u>
Huntington Street Water Main Replacement Project	\$500,000
ADA Ramp Replacement Project	\$125,000
Target Area Tree Planting Project	\$15,000
531 Bradley Street Demolition	\$65,000
Homebuyer Program	\$140,000
518 Pine Street Transitional Housing SRO Program	\$25,000
Fair Housing Education	\$5,000
WCSD Food for Families (Backpack) Program	\$8,000
Program Administration	\$42,000
Total Funds Proposed for Allocation	\$925,000

We anticipate that the City will be informed of our annual allocation within the next few weeks. After being informed of our allocation, the City will have 60 days to finalize our plan, hold the required 30-day public comment period, adopt the final plan and submit it to HUD.

In order to stay on schedule for a timely submission, Staff is requesting City Council concurrence on the proposed projects identified above. Staff will then finalize the draft of the Program Year 2024 Annual Action Plan and will make it available to the public for the required 30-day review. After the 30-day public comment period, Staff will present a resolution for City Council consideration for formal adoption.

Staff Report

March 26, 2024

To: The Honorable Mayor and City Council

From: Geoffrey Urda, Planner; and Meredith Griffin, Civil Engineer II

Subject: **Parking Code Amendments**

The City has recently received requests to prohibit on-street parking on two different street segments in Watertown; one on Cedar Street and the other on Factory Street. Additionally, the segment of Court Street closest to Public Square and the planned Leray Street reconstruction both warrant further parking evaluation. This Staff Report describes the context of each location individually. Photographs are attached for Cedar Street, Factory Street and Court Street. Any new on-street parking prohibitions would require the Council to amend “Schedule XIII: Parking Prohibited at All Times” in Section §293-61 of the City Code.

Cedar Street: The City Council received a request from an adjacent property owner to install a “No Parking” sign on the west (southbound) side of Cedar Street that would apply to the northernmost 170 feet of the 200-block, which is closest to Coffeen Street. The street segment in question has no curbs and a paved margin. While margin parking is illegal, the paved setting causes motorists to perceive that the margin is an acceptable parking area. There is a utility pole and Guy wire in the margin approximately 100 feet south of Coffeen Street and several more utility poles in the paved margin south of that.

The City Code already prohibits on-street parking on the east (northbound) side of Cedar Street from Coffeen Street to Cedar Avenue, although this remains unsigned in the field. This east side likewise does not have curbs. Eliminating on-street parking on the west side of the street would reduce the likelihood of a motorist hitting a utility pole, which is a primary concern of the adjacent property owner. Additionally, all homes on this segment of Cedar Street have existing driveways. Staff’s conclusion is that there is no appreciable downside to prohibiting on-street parking on the northernmost 170 feet west side of the 200-block of Cedar Street and recommends that City Council approve the request.

Factory Street: The City Council received a request from Northern Credit Union to eliminate on-street parking on an approximately 60-foot segment of the south (eastbound) side of Factory Street between the Credit Union’s two curb cuts. There is faded hatching in front of a fire hydrant directly adjacent to Northern Credit Union’s eastern curb cut, where the hydrant’s presence would make parking illegal. However, Section §293-61 contains no specific prohibition for the south side of this segment of Factory Street.

Northern Credit Union’s concern is that vehicles parked in this area encroach on the sight triangle for motorists exiting the credit union’s eastern parking lot; blocking their view of eastbound traffic on Factory Street. Specifically, the concern is that eastbound vehicles on Factory will not emerge into the view of a motorist exiting the credit union until it is too close for the exiting driver to have sufficient time to react. However, the hatched area in front of the fire hydrant effectively occupies the same footprint as the sight triangle.

There are two options for moving forward. One would be to restripe the hatching with fresh paint every spring to uphold visibility and attempt to increase ticketing of motorists that park illegally in front of the fire hydrant. This would leave the legal parking along the rest of the segment that is currently unhatched.

The other option would be to prohibit parking between the two curb cuts as the Credit Union requests. This would result in the loss of approximately two on-street spaces. Additionally, on-street parking on Factory Street is not currently time-limited, meaning that it is possible for Knowlton employees to park on the street during their shifts.

Staff recommends the first option; consistently maintaining the painted hatching in front of the fire hydrant and make a conscious effort to enforce no parking in this hatched area.

Court Street: As part of the Downtown Revitalization Initiative (DRI) Streetscape Project, new Victorian-style ornamental light poles replaced the previous cobra-head poles from Public Square to Arch Street. At the east end of the street, one of the removed cobras that stood in front of 108 Court Street previously had a “No Parking” sign affixed to it. The Victorian light pole that went up in its place as part of the project did not have a sign affixed to it, and subsequently, vehicles have been parking in this space for the last several months.

Planning Staff received a request from an adjacent business owner to restore some control to the on-street parking situation along this segment of Court Street. Staff reached out with this concern to Barton & Loguidice, D.P.C., the lead design consultant on the DRI Streetscape Project, and requested that they investigate whether it would be safe to allow some on-street parking. Following this consultation, Barton & Loguidice determined that it would be safe to stripe two on-street parallel spaces immediately east of the easternmost curb extension (bump out) and paint a hatched taper at an angle to the corner with Public Square.

Staff recommends implementing Barton & Loguidice’s two-space design. If the City Council agrees and wishes to proceed with this option, Staff further recommends that these two spaces be time-limited to 30 minutes, as this is also the current time limit for the westernmost two spaces on the north side of Public Square and the two spaces created would be equally high-value.

Leray Street: The City has identified a complete reconstruction of Leray Street for inclusion on the 2025-26 Capital Projects List. The Complete Streets Committee recently evaluated this project, as it is tasked with vetting all upcoming surface transportation projects for opportunities to improve safety for all users.

During this review, the Committee determined that it would be appropriate to consider prohibiting on-street parking on Leray Street for the entire length of the street. Leray Street is a Radial Collector street that carries an estimated 7,993 average annual daily trips (AADT) per NYSDOT’s Traffic Data Viewer and has a mix of residential and commercial uses.

Leray Street has multiple T-intersections in close proximity that do not align and several commercial driveways that produce significant turning activity for the length of the street. Leray Street also has a 28’ curb-to-curb width, which would be more than enough width to accommodate on-street parking on a Low-Volume Residential street, but not on a busier corridor such as this. It is also constrained by ROW limitations and utilities and light poles in the margins that making widening the street to 30’ impractical.

Anecdotal field visits reveal that on-street parking is already rare on Leray Streets, and all adjacent properties have adequate driveways and off-street parking. The Complete Streets Committee's conclusion is that the safety benefits of prohibiting parking on Leray Street, particularly in preventing collisions, outweighs the inconvenience. Staff recommends prohibiting on-street parking on the full length of Leray Street.

YMCA Internal Drive: The City Council tasked Staff with evaluating the potential for designating the drive aisle on the western edge of the City-owned parcel that the new YMCA building occupies as "Wellness Way." This drive aisle essentially functions as a northern extension of Sherman Street. Although it is possible to use it to access Court Street, it is signed as "Not a Through Street." It is also signed with a speed limit of 10 MPH.

If the City were to abandon this strip of land from its parcel and dedicate it as Right-of-Way (ROW), the City would need to set the new Speed Limit at 30 MPH, as it is not in a school zone. As the City Council may recall, in 2015, the City *decommissioned* Marshall Place as a street for the express purpose of setting a lower speed limit than the statutory minimum of 30 MPH. Marshall Place now functions as an internal drive aisle of a public parking lot on a City-owned parcel, although it retains its name in ceremony only.

The City could achieve similar ends here by leaving this as an internal drive aisle, thus allowing the speed limit to remain at 10 MPH and continuing to discourage through traffic. If there remained a desire to establish "Wellness Way" as a ceremonial name for this drive aisle, the City could install a sign to this effect without dedicating it as ROW. Staff recommends leaving this drive aisle as part of a City-owned parcel.

Cedar Street (looking south)



Factory Street (looking east)



Factory Street (looking south across)



Fire Hydrant

Factory Street (looking out of NCU parking lot)



Court Street before DRI project



Court Street (looking west)

