

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, April 21, 2025
7 p.m.

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 21, 2025, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PRIVILEGE OF THE FLOOR

PUBLIC HEARING

7:15 p.m.	Changing the Approved Zoning Classification of a 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to Residential
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RESOLUTIONS

- | | |
|--------------------|--|
| Resolution No. 1 - | Approving the Intermunicipal Agreement Between the City of Watertown and Jefferson County, for the 2024 New York Statewide Investment in More Swimming (NY SWIMS) Grant |
| Resolution No. 2 - | To Settle Proceeding to Review Real Property Assessment Challenge at 871 Arsenal St, Watertown, NY 13601 Parcel Number 9-11-136.100 |
| Resolution No. 3 - | Finding That Changing the Approved Zoning Classification of a 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to Residential Will Not Have a Significant Impact on the Environment |
| Resolution No. 4 - | Readopting Fiscal Year 2024-25 Capital Fund Budget – Thompson Park Reservoir Reconstruction/Rehabilitation Project |

Resolution No. 5 - Approving Employment Agreement Between the City of Watertown and Ann M. Saunders, City Clerk

ORDINANCES

Ordinance No. 1 - An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, In and For Said City.

LOCAL LAW

OLD BUSINESS

Ordinance - Changing the Approved Zoning Classification of a 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to Residential.

STAFF REPORTS

1. Sale of Surplus Hydro-electricity – March 2025
2. Sales Tax Revenue – March 2025
3. Public Hearings for 2025-26 Operating Budgets and 2025-26 through 2029-30 Capital Budget

NEW BUSINESS

EXECUTIVE SESSION

The proposed acquisition, sale or lease of real property when publicity would affect the value thereof.

To discuss the employment history of a particular individual.

ADJOURNMENT

WORK SESSION

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, MAY 5, 2025.

April 21, 2025

To: The Honorable Mayor and City Council

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

Subject: Approving the Intermunicipal Agreement Between the City of Watertown and Jefferson County, for the 2024 New York Statewide Investment in More Swimming (NY SWIMS) Grant

The New York State Department of State's Division of Local Government Services (DLGS) recently made approximately \$5 million available in reimbursable grants to municipalities through counties to incentivize lifeguard recruitment and retention through a program known as the NY SWIMS Grant.

City Planning Staff worked with representatives from the Town of Clayton, the Village of Chaumont and the Village of Alexandria Bay to prepare an application for funding which was submitted to the State by Jefferson County on July 23, 2024.

New York State recently announced the funding awards and Jefferson County was granted \$50,000. The City of Watertown will be awarded \$20,000 of the total and each of the other three will be awarded \$10,000. In the application, the City proposed to use the funds to supplement hourly wages to retain lifeguards, increase the lifeguard staff from the previous year, incorporate swimming lessons and keep the pools open longer in the summer season than in previous years. The funding can be used to cover costs incurred during the 2024 swim season and the City will use the funding to offset the costs that were incurred.

In order for the funds to be granted to the City from Jefferson County, the County requires the City to enter into an Intermunicipal Agreement (IMA). A copy of the IMA between Jefferson County and the City of Watertown for the NY SWIMS Lifeguard Grant Program is attached to this report.

The attached resolution has been prepared for Council consideration which authorizes Mayor Sarah V.C. Pierce to sign the agreement on behalf of the City. The IMA, is for an amount not to exceed \$20,000 and will be retroactive to April 1, 2024 and continue through September 30, 2025.

RESOLUTION

Page 1 of 1

Approving the Intermunicipal Agreement Between the City of Watertown and Jefferson County, for the 2024 New York Statewide Investment in More Swimming (NY SWIMS) Grant

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 New York State Department of State's Division of Local Government Services (DLGS) made approximately \$5 million available in reimbursable grants to municipalities through counties to incentivize lifeguard recruitment and retention program known as the NY SWIMS Lifeguard Grant Program, and

WHEREAS Jefferson County submitted an application on behalf of the City of Watertown and other municipalities in the county on July 23, 2024, and

WHEREAS Jefferson County was allotted \$50,000, with \$20,000 being awarded to the City, to be used to supplement hourly wages to retain lifeguards, increase the lifeguard staff, incorporate swim lessons and keep the pools in the City open later in the summer season, and

WHEREAS Jefferson County requires the City to enter into an Intermunicipal Agreement in order to grant the funds to the City,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Intermunicipal Agreement between the City of Watertown and Jefferson County for the NY SWIMS Lifeguard Grant Program, a copy of which is attached and made part of this resolution, and

BE IT FURTHER RESOLVED that Mayor Sarah V.C. Pierce is hereby authorized and directed to execute the Intermunicipal Agreement on behalf of the City of Watertown.

Seconded by

INTERMUNICIPAL AGREEMENT

This Agreement made this ____ day of _____, 2025, by and between the COUNTY OF JEFFERSON, a municipal corporation of the State of New York with principal offices located at 195 Arsenal Street, Watertown, New York 13601, hereinafter referred to as "COUNTY", and acting through its Department of Planning, with offices located at 175 Arsenal Street, Watertown, New York 13601, and the City of Watertown, a municipal corporation of the State of New York, with principal offices located at 245 Washington Street, Watertown, New York 13601, hereinafter referred to as "CITY". (COUNTY and CITY are hereinafter collectively referred to as "the Parties").

WITNESSETH

WHEREAS, the COUNTY, through the Jefferson County Department of Planning, has accepted the New York SWIMS Lifeguard Grant (hereinafter referred to as "Grant") to help fund local public swimming locations in certain municipalities within Jefferson County so as to cover costs related to salary increases for lifeguards, retention of employees, and the advertising of these job opportunities, at a total amount of \$50,000.00 for two seasons to be distributed in various amounts to said municipalities, and as more fully set forth under the terms of the Grant; and

WHEREAS, the COUNTY and CITY seek to enter into an agreement wherein the COUNTY will distribute certain monies to the CITY in accordance with the terms of the Grant.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. The COUNTY agrees to distribute funds under the Grant to the CITY in an amount not to exceed \$20,000.
2. The agreement shall be retroactive to April 1, 2024 and continue through September 30, 2025, to cover the 2024 and 2025 swim seasons.
3. The CITY shall provide the COUNTY with all documents and data pertaining to lifeguards hired for this public swimming location, advertising costs for these job opportunities, and any other records and data required under the Grant terms and requirements. The CITY shall provide the COUNTY with copies of all invoices, paystubs, and other receipts pertaining to allowable reimbursement expenses under the Grant.
4. This Agreement shall be deemed executory only to the extent of funds appropriated by, or otherwise made available to, the Jefferson County Board of Legislators with respect to the Grant and available for the purposes of this Agreement as set forth above; and no liability on account thereof shall be incurred by the COUNTY beyond the amount of such funds. It is understood and agreed that neither this Agreement, nor any representation by any public employee or officer creates any legal, moral or equitable obligation on the part of the COUNTY to

request, appropriate or make additional funds available for the purposes of this Agreement.

5. The CITY agrees that it is solely responsible for any and all obligations and liabilities pertaining to its operation of public swimming and agrees to indemnify, defend and hold harmless the COUNTY, and its officers, employees and agents from and against any and all claims, liens, demands, judgments, penalties, fines, liabilities, settlements, damages, costs and expenses of whatever kind or nature (including, without limitation, attorneys' fees and disbursements), known or unknown, contingent or otherwise, whether incurred as a result of a claim by a third party or any other person or entity, arising out of or in any way related to this Agreement and/or the Grant, and including, but not limited to, any and all claims for personal injury, property damage and negligence.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and their respective hand and seal to be hereunto affixed by their duly authorized officers the day and year first above written.

COUNTY OF JEFFERSON

By: _____
William W. Johnson, Chairman
Jefferson County Board of Legislators

CITY OF WATERTOWN

By: _____
Sarah V.C. Pierce, Mayor

ACKNOWLEDGEMENT

STATE OF NEW YORK)

COUNTY OF JEFFERSON) ss:

On this _____ day of _____ 2025, before me personally came **WILLIAM W. JOHNSON**, to me personally known, who, being by me duly sworn, did depose and say that he is the Chairman of the Board of Legislators for the County of Jefferson, the municipal corporation described in and which executed the foregoing instrument; that he knows the seal of the said County of Jefferson; that seal affixed to said instrument is such county seal; that is was so affixed by Resolution of the Board of Legislators of the County of Jefferson; and that he signed his name thereto by like order.

NOTARY PUBLIC

STATE OF NEW YORK)

COUNTY OF JEFFERSON) ss:

On this _____ day of _____ 2025, before me personally came **SARAH V.C. PIERCE** to me personally known, who, being by me duly sworn, did depose and say that she is the Mayor of the City of Watertown, the municipal corporation described herein and which executed the foregoing instrument; and that she signed her name thereto by order of the governing body of said town.

NOTARY PUBLIC

Res. No. 2

April 21, 2025

To: The Honorable Mayor and City Council

From: Kimberli Johnston, City Assessor

Subject: To Settle Proceeding to Review Real Property Assessment Challenge at
871 Arsenal St, Watertown, NY 13601 Parcel Number 9-11-136.100

AmeriCU, instituted a Supreme Court proceeding to review the assessment of 871 Arsenal St, Watertown, NY 13601 Parcel No. 9-11-136.100 for the 2023 and 2024 tax year. The assessment value in 2023 was \$1,095,800 and in 2024 \$1,136,900.

AmeriCU has agreed to settle the proceedings for a \$900,000 assessment for tax years 2023 and 2024.

A resolution settling the proceedings has been prepared for City Council consideration.

RESOLUTION

Page 1 of 2

To Settle Proceeding to Review Real Property
Assessment Challenge at 871 Arsenal St,
Watertown, NY 13601 Parcel Number
9-11-136.100

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 certain premises owned by AmeriCU Credit Union in the City of Watertown at 871 Arsenal St, Parcel No.: 9-11-136.100 are assessed for the following tax years:

2023	Parcel #: 9-11-136.100	\$1,095,800
2024	Parcel #: 9-11-136.100	\$1,136,900

, and

WHEREAS AmeriCU Credit Union has heretofore duly instituted in the Supreme Court proceedings to review the assessment for tax years 2023-2024, and

WHEREAS the parties have agreed that the assessment for the following years shall be reduced and set as:

2023	Parcel # 9-11-136.100	\$900,000
2024	Parcel # 9-11-136.100	\$900,000

, and

WHEREAS AmeriCU Credit Union and the City agree to be bound to the provisions of RPTL §727 limiting the ability to challenge or change future assessments for tax years 2025, 2026, and 2027, and

WHEREAS a compromise and settlement of the aforesaid proceedings upon the above basis is deemed in the best interest of the Respondents,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that the City attorneys of the City of Watertown be and are hereby authorized, empowered and directed to enter into a formal Stipulation & Order of the aforesaid proceedings with counsel for AmeriCU Credit Union on the following terms and conditions:

1. The total assessment of the subject property shall be set for the following years as follows:

2023	\$900,000
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RESOLUTION

Page 2 of 2

To Settle Proceeding to Review Real Property
Assessment Challenge at 871 Arsenal St,
Watertown, NY 13601 Parcel Number
9-11-136.100

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

2024 \$900,000

2. That the above adjustments will result in rebates for taxes paid in excess of the amounts that would have been due based on the adjusted assessments.
3. That an Order of the Supreme Court shall be made and entered settling the aforesaid proceedings to review said assessment without costs to either party as against the other and upon the terms and conditions set forth above, and

BE IT FURTHER RESOLVED the City Assessor and all other municipal officers, agents or employees be and they hereby are directed to do such acts and things as may be necessary to give full force and effect to the aforesaid settlement, and

BE IT FURTHER RESOLVED this Resolution shall take effect immediately.

Seconded by _____

Res. No. 3

April 21, 2025

To: The Honorable Mayor and City Council

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

Subject: Finding That Changing the Approved Zoning Classification of a 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to Residential Will Not Have a Significant Impact on the Environment

At its March 4, 2025 meeting, the Planning Commission adopted a motion recommending that the City Council change the approved zoning classification of an approximately 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Commercial to Residential. The City Council has scheduled a public hearing on the request for Monday, April 21, 2025, 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 Zone Change Ordinance. The resolution states that the proposed zone change will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding That Changing the Approved Zoning Classification of a 0.65-Acre Section of VL Roundhouse Drive, Parcel Number, 9-43-101.211 From Industrial to 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 change the approved zoning classification of a 0.65-acre portion of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to 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 (t), and

WHEREAS to aid the City Council in its determination as to whether the proposed zone change will have a significant impact on the environment, Part 1 of a Short Environmental Assessment Form has been prepared by the applicant, 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 zone change will not have a significant impact on the environment.

RESOLUTION

Page 2 of 2

Finding That Changing the Approved Zoning Classification of a 0.65-Acre Section of VL Roundhouse Drive, Parcel Number, 9-43-101.211 From Industrial to 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

- 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.
- This Resolution shall take effect immediately.

Seconded by _____

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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

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

Part 1 – Project and Sponsor Information					
Name of Action or Project:					
SALE OF A STRIP OF VACANT LAND FROM CITY OWNED REAL PROPERTY KNOWN AS VL ROUNDHOUSE DRIVE, PARCEL 9-43-101.211.					
Project Location (describe, and attach a location map):					
VL ROUNDHOUSE DRIVE, WATERTOWN, NY 13601					
Brief Description of Proposed Action:					
I REQUEST A ZONING CHANGE FOR THE STRIP OF VACANT LAND THAT I AM PURCHASING FROM THE CITY OF WATERTOWN FROM PARCEL 9-43-101.211. ONCE THE ZONE CHANGE FROM INDUSTRIAL TO RESIDENTIAL IS COMPLETE, THEN THAT STRIP OF VACANT LAND WILL BE COMBINED WITH MY CITY PARCEL 9-29-101.002.					
Name of Applicant or Sponsor:			Telephone: 315-778-4037		
JOHN BELLANGER			E-Mail: ET20197@GMAIL.COM		
Address:					
20195 STATE ROUTE 3					
City/PO:		State:		Zip Code:	
WATERTOWN		NEW YORK		13601	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?				NO	YES
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.				<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?				NO	YES
If Yes, list agency(s) name and permit or approval: subdivision approval from the City Planning Commission				<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		59.54 acres			
b. Total acreage to be physically disturbed?		0 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		59.54 acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:					
<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input checked="" type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input checked="" type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland					

<p>5. Is the proposed action,</p> <p>a. A permitted use under the zoning regulations?</p> <p>b. Consistent with the adopted comprehensive plan?</p>	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?</p> <p>If Yes, identify: _____</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>8. a. Will the proposed action result in a substantial increase in traffic above present levels?</p> <p>b. Are public transportation services available at or near the site of the proposed action?</p> <p>c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>9. Does the proposed action meet or exceed the state energy code requirements?</p> <p>If the proposed action will exceed requirements, describe design features and technologies:</p> <p>_____</p> <p>_____</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>10. Will the proposed action connect to an existing public/private water supply?</p> <p>If No, describe method for providing potable water: _____</p> <p>_____</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>11. Will the proposed action connect to existing wastewater utilities?</p> <p>If No, describe method for providing wastewater treatment: _____</p> <p>_____</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>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?</p>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>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?</p>			
<p>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?</p>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?</p>			
<p>If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____</p> <p>_____</p> <p>_____</p>			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

- ☐ Shoreline ☒ Forest ☐ Agricultural/grasslands ☐ Early mid-successional
☒ Wetland ☐ Urban ☐ 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

☐ ☒

INDIANA BAT, NORTHERN LONG-EARED BAT

16. Is the project site located in the 100-year flood plan?

NO YES

☐ ☒

17. Will the proposed action create storm water discharge, either from point or non-point sources?

NO YES

☒ ☐

If Yes,

a. Will storm water discharges flow to adjacent properties?

☒ ☐

b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?

☒ ☐

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)?

NO YES

If Yes, explain the purpose and size of the impoundment:

☒ ☐

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?

NO YES

If Yes, describe: The property has not been the subject of remediation for hazardous waste, but the NYS DEC environmental site database includes parcels in the general vicinity that have been the subject of remediation for hazardous waste.

☒ ☐

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?

NO YES

If Yes, describe:

☐ ☒

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: John Bellanger

Date: 2/10/25

Signature:

John Bellanger

Title: Applicant

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)

Res. No. 4

April 21, 2025

To: The Honorable Mayor and City Council

From: Eric Wagenaar, City Manager

Subject: Readopting Fiscal Year 2024-25 Capital Fund Budget – Thompson Park Reservoir Reconstruction/Rehabilitation Project

For staff to proceed with the reconstruction or rehabilitation of the Thompson Park Reservoir City Council needs to re-adopt the current capital project budget to formally add the project. Additionally, City Council is being asked to consider approving a bond ordinance to provide financing for the project. This will allow staff to expend funds towards determining the best option – a complete reconstruction or a rehabilitation (relining) of the reservoir. The estimated maximum cost of the project, being the complete reconstruction option, is \$12,000,000.

RESOLUTION

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Readopting Fiscal Year 2024-25 Capital Fund
Budget – Thompson Park Reservoir
Reconstruction/Rehabilitation Project

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 4, 2024 the City Council adopted the Fiscal Years 2024-25 through 2028-29 Capital Budget, and

WHEREAS City staff is recommending proceeding with the reconstruction or rehabilitation of the Thompson Park East Reservoir,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the Fiscal Year 2024-25 Capital Budget to add the Thompson Park Reservoir Reconstruction/Rehabilitation Project at an estimated maximum cost of \$12,000,000.

Seconded by _____

**FISCAL YEAR 2024-2025
CAPITAL BUDGET
FACILITY IMPROVEMENTS
RESERVOIR**

PROJECT DESCRIPTION	COST
<p>East Reservoir in Thompson Park Reconstruction/Rehabilitation</p> <p>The City's East Reservoir is the larger of the two reservoirs and was originally constructed in the late 1890's. Attempts have been made to repair leaks by sealing cracks and replacing pipes. The severity of the leak makes it difficult to continue using the reservoir. Staff is determining whether complete reconstruction or rehabilitation of the existing structure is the best way forward. The estimated cost represents the complete reconstruction option.</p> <div data-bbox="331 684 1065 1161">  </div> <div data-bbox="159 1167 1196 1764">  </div> <p>Funding to support this project will be from the issuance of a 20-year serial bond with Fiscal Year 2026-27 Water Fund debt service of \$1,050,000.</p>	<p>\$12,000,000</p>
TOTAL	\$12,000,000

Res No. 5

April 21, 2025

To: Members of City Council

From: Mayor Sarah V.C. Pierce

Subject: Approving Employment Agreement Between the City of Watertown and
Ann M. Saunders, City Clerk

Attached is a Resolution for Council consideration, along with the
proposed Employment Agreement with City Clerk, Ann M. Saunders.

RESOLUTION

Page 1 of 1

Approving Employment Agreement
Between the City of Watertown and
Ann M. Saunders, City Clerk

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 Charter of the City of Watertown details the Power and Duties of the Watertown City Council, and

WHEREAS in accordance with §20, Paragraph 7, the Council has a duty to enter into a contract with an appointed City Clerk for a period of time, which may, by reason of its duration, bind a future Council to its terms; However, in no event shall any Council enter into any one contract with an appointed City Clerk for a period exceeding two years,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Employment Agreement between the City of Watertown and Ann M. Saunders, a copy of which is attached and made a part of this resolution, and

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

Seconded by _____

EMPLOYMENT AGREEMENT

THIS AGREEMENT is made and entered into this ____ day of _____ 2025, by and between the City of Watertown, New York, a municipal corporation having offices at 245 Washington Street, Watertown, New York 13601, hereinafter called “Employer” or “City Council,” and Ann Marie Saunders, an individual residing at 212 Green Street, Watertown, New York 13601, hereinafter called “Employee” or “City Clerk.”

WITNESSETH

WHEREAS Employer desires to employ the services of Employee as City Clerk of the City of Watertown, as provided for in the Charter of the City of Watertown; and

WHEREAS Employee desires to be employed as City Clerk of the City of Watertown; and

WHEREAS it is the desire of both parties to describe certain Employee benefits, establish certain conditions of employment and to set working conditions of said Employee; and

WHEREAS it is the desire of the City Council to (1) secure and retain the services of Employee, and to provide inducement for her to remain in such employment, (2) to make possible full work productivity and independence by assuring Employee’s morale and peace of mind with respect to future security, and (3) to provide a just means for terminating Employee’s service at such time that the City Council may desire,

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

Section 1. Power and Duties of the City Clerk

The City Council hereby agrees to employ Employee as City Clerk of the City of Watertown to perform the functions and duties specified in the City of Watertown Charter and to perform such other legally permissible and proper duties and functions as the City Council shall from time-to-time assign, subject to this Agreement.

Section 2. Term

- A. The term of this Agreement shall be from May 1, 2025 through December 31, 2026.
- B. The City Clerk serves at the pleasure of the City Council and nothing herein shall be taken or construed to prevent, limit or otherwise interfere with the right of the City Council to terminate the services of the City Clerk at any time, subject only to the provisions of Section 3 of this Agreement, when effective.

- C. In the event Employee determines to voluntarily resign as City Clerk before expiration of the term of this Agreement, then Employee shall give the City Council thirty (30) calendar days of advance notice unless the parties agree otherwise.

Section 3. Early Termination and Severance Pay

- A. In the event employment of the City Clerk is terminated other than for just cause (as defined in Section 3(D)), and prior to the expiration of the term of this Agreement, the City Council agrees to pay Employee three months' salary, on a biweekly basis, as a severance. The City will, during the severance payment period, provide continuing medical insurance on the same terms as described in Section 6. Employee shall, upon such termination, also be compensated in a lump sum for all earned vacation calculated at the rate of pay in effect upon termination, less appropriate withholdings.
- B. For purposes of this Section 3, a failure of the City Council to renew the City Clerk's Agreement shall not be deemed a termination entitling the City Clerk to severance pay if the City Council shall notify the City Clerk, in writing, by October 1st of the year requiring renewal, that the Agreement shall not be renewed. If the City Council does not inform the City Clerk by October 1st of the year requiring renewal that the Agreement will not be renewed, then any subsequent failure to renew shall entitle the City Clerk to the Severance Pay called for in Section 3(A).
- C. In the event City Council at any time reduces the salary, compensation, or other benefits of the City Clerk in an amount greater than an applicable across-the-board reduction for all employees of the City, or the City Clerk resigns following a suggestion, either formal or informal, by the City Council that she resign, then in that event the City Clerk may at her option be deemed terminated, and entitled to the benefits as provided in Section 3(A). However, prior to a "deemed" termination, the City Clerk must give the City Council notice of her intention to treat a particular action as a termination and provide the City Council ten (10) days to "cure" any claimed termination.
- D. In the event the City Clerk is terminated for "just cause," the Employer's only obligation to the City Clerk is to pay all compensation and benefits accrued but unpaid at the date of termination. "Just case" is defined as the commission of a crime or other action involving dishonesty or moral turpitude.
- E. Contemporaneously with the delivery of all of the severance pay set forth at Section 3(A) above, the City Clerk shall execute and deliver to Employer a release, releasing Employer from all claims that City Clerk may have against Employer relating to the termination of employment.
- F. The terms of this Agreement shall remain in full force and effect unless and until it expires of its own terms or is sooner terminated.

Section 4. Salary

For the term of this Agreement, Employer agrees to pay Employee for her services as City Clerk as follows: From May 1, 2025 to April 30, 2026, an annual gross salary equivalent to the rate of 28F of the “Annual Rates of Pay for the Management Employees” in effect during the period of May 1, 2025 through April 30, 2026; and, from the May 1, 2026 to December 31, 2026, an annual gross salary equivalent to the rate of 28G of the “Annual Rates of Pay for the Management Employees” in effect during the period of May 1, 2026 through December 31, 2026. This annual salary will be payable in installments at the same time as other employees of the City of Watertown are paid.

Section 5. Retirement and Deferred Compensation Benefits

- A. The City Clerk shall be covered by the same retirement system as all other non-public safety employees (New York State Employee Retirement System) and will enter the system as a Tier 5 employee.
- B. The City Clerk shall have the option of converting up to 3 sick days and 4 vacation days, per calendar year, into dollars to be contributed to the Employee’s Section 457 deferred compensation plan.
- C. The City Clerk shall have the right to continue health insurance into retirement with the continuing contribution of total premium established at Section 6 of this Agreement.

Section 6. Health Insurance

The Employee shall be covered by the same health plan as all other employees. If Employee elects family healthcare coverage, Employee shall contribute 19% of the total premium for said plan. If Employee elects single healthcare coverage, Employee shall contribute 25% of the total premium for said plan. Deductions for the cost of the premium contribution for the coverage elected by Employee shall be withheld from Employee’s installments of salary. Employee shall be permitted to participate in the City’s Section 125 Plan.

Section 7. Other Benefits

- A. Vacation: Employee shall earn twenty-five (25) days vacation per year. Earned vacation time will be based on the calendar year and Employee may, at her option, carry over any unused days of vacation leave in any one given year.
- B. Sick Leave: Employee’s accrual of sick leave shall be at the rate of one (1) day per month. Upon termination of employment for any reason, the Employee shall be compensated for 50% of her accrued sick leave up to termination. The Employer agrees to make a contribution to the Employee’s deferred compensation account on

the value of this compensation calculated using the rate ordinarily contributed on regular compensation.

C. Holidays: The City of Watertown observes the following holidays:

New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas.

When a holiday falls on a Saturday, Employee shall be given time off on the preceding Friday. When a holiday falls on a Sunday, Employee shall be given time off on the following Monday.

D. Bereavement: The City of Watertown agrees to provide up to three (3) days of bereavement leave per death in the immediate family. Immediate family is defined as follows: husband, wife, mother, father, son, daughter, brother, sister, grandfather, grandmother, grandson, granddaughter, son-in-law, daughter-in-law, mother or father-in-law, brother or sister-in-law, stepson, stepdaughter.

E. Maternity Leave: Employee shall be entitled to the same maternity leave benefits which are provided by the City to City Management and Management Confidential employees.

Section 8. Professional Development

Employer agrees to budget for and to pay for professional dues, subscriptions, travel and subsistence expenses of the City Clerk for professional participation and travel, meetings and occasions adequate to continue her professional development. Said participation on City time shall include the International Institute of Municipal Clerks and its dues, New York State Association of City and Village Clerks conference and its dues, and the New York Association of Local Government Records Officers (NYALGRO) and its dues.

Section 9. Performance Evaluation

The City Council shall review and evaluate the performance of the City Clerk as required by the City's Charter. Employer agrees to review base salary and/or other benefits of the City Clerk at the time of each review.

Section 10. Hours of Work

It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, and to that end, Employee shall be allowed to establish an appropriate work schedule.

Section 11. Residency

For the term of this Agreement, Employee shall remain a resident of the City of Watertown. Employee acknowledges that City residence is a condition of retaining the Office of City Clerk.

Section 12. Indemnification

Employer shall defend and indemnify Employee, in accordance with Section 18 of the New York Public Officers Law, in any action or special proceeding arising from Employee's performance of duties as City Clerk, unless those actions were illegal or otherwise outside the scope of her duties or authority.

Section 13. Notices

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- | | |
|--------------|--|
| (1) EMPLOYER | Mayor of the City of Watertown
Suite 302, City Hall
245 Washington Street
Watertown, NY 13601 |
| (2) EMPLOYEE | Ann Marie Saunders
212 Green Street
Watertown, NY 13601 |

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 14. General Provisions

- A. The Agreement shall constitute the entire Agreement between the parties in connection with its subject matter.
- B. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.
- C. There shall be no changes in this Agreement, unless agreed to in writing and approved by majority vote of the City Council and by Employee.
- D. This Agreement is subject to all provisions of the City Charter of Watertown, New York.

IN WITNESS WHEREOF the City of Watertown has caused this Agreement to be signed and executed on its behalf by its Mayor and the Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

Date: _____

City of Watertown
Mayor Sarah V.C. Pierce

Date: _____

Ann Marie Saunders
Employee

April 21, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, In and For Said City.

Earlier in tonight's agenda City staff recommended re-adopting the Fiscal Year 2024-25 Capital Project Budget to add the reconstruction of the East Reservoir in Thompson Park at an estimated cost of \$12,000,000. For staff to engage an engineering firm for the design work the financing needs to be in place first.

Accordingly, a bond ordinance in the amount of \$12,000,000 has been prepared for City Council consideration to finance the project. The ultimate amount borrowed will be reduced by any grants received for the project.

ORDINANCE

Page 1 of 6

An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

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, on April 21, 2025, at 7:00 o'clock P.M., Eastern 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 21, 2025.

AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$12,000,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COSTS OF THE REPLACEMENT OR REHABILITATION OF THE EAST RESERVOIR LOCATED IN THOMPSON PARK, 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:

Section 1. For paying the costs of the replacement or rehabilitation of the East Reservoir located in Thompson Park, including incidental expenses in connection therewith, design, demolition of the existing reservoir, related site development and the construction of a new five-million-gallon tank, a specific object or purpose, in and for the

ORDINANCE

Page 2 of 6

An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

YEA	NAY

City of Watertown, Jefferson County, New York, there are hereby authorized to be issued \$12,000,000 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 \$12,000,000 and that the plan for the financing thereof is by the issuance of the \$12,000,000 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.

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,

ORDINANCE

Page 3 of 6

An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

YEA	NAY

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 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

ORDINANCE

Page 4 of 6

An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

YEA	NAY

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".

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

ORDINANCE

Page 5 of 6

An Ordinance Authorizing the Issuance of \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

Council Member Robert O. Kimball VOTING _____

Council Member Clifford G. Olney III VOTING _____

Council Member Lisa A. Ruggiero VOTING _____

Council Member Benjamin P. Shoen VOTING _____

Mayor Sarah V.C. Pierce VOTING _____

YEA	NAY

The ordinance was thereupon declared duly adopted.

* * * * *

APPROVED BY THE MAYOR

April 21, 2025.

Mayor

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 April 21, 2025, 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 \$12,000,000 Bonds Of The City Of Watertown, Jefferson County, New York, To Pay The Costs Of The Replacement Or Rehabilitation Of The East Reservoir Located In Thompson Park, 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.

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 ____, 2025.

City Clerk

(CORPORATE SEAL)

Seconded by _____

Old Business - Ordinance

April 21, 2025

To: The Honorable Mayor and City Council

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

Subject: Changing the Approved Zoning Classification of a 0.65-acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211, from Industrial to Residential.

John Bellanger has submitted the subject request to change the approved zoning classification of a 0.65-acre portion of VL Roundhouse Drive, parcel number 9-43-101.211 from Industrial to Residential.

The Planning Commission reviewed the request at its March 4, 2025 meeting and adopted a motion recommending that City Council change the approved zoning classification as requested. Attached is the complete zone change application Staff's report to the Planning Commission and copy of the Planning Commission's meeting minutes.

City Council has scheduled a public hearing on the request for 7:15 p.m. on Monday, April 21, 2025. After the public hearing, the city council will need to complete Part 2 of the Short Environmental Assessment Form and approve the SEQRA resolution before it may vote on the ordinance.

ORDINANCE

Page 1 of 2

Changing the Approved Zoning Classification of a 0.65-Acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211 from Industrial to 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 John Bellanger has made an application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law to change the approved zoning classification of a 0.65-acre section of VL Roundhouse Drive, Parcel Number 9-43-101.211 from Industrial to Residential, and

WHEREAS the Planning Commission of the City of Watertown considered the zone change request at its March 4, 2025 meeting and adopted a motion recommending that City Council approve the zone change, and

WHEREAS a public hearing was held on the proposed zone change on April 21, 2025, after due public notice, and

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

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

NOW THEREFORE BE IT ORDAINED that the approved zoning classification of a 0.65-acre section of VL Roundhouse, Parcel Number 9-43-101.211, BEGINNING at a point in the West bounds of "Parcel 2" conveyed to US Foods, Inc. by Deed recorded in the Jefferson County Clerk's Office on July 14, 2023 as Instrument Number 2023-10420, the southeast terminus of Roundhouse Drive; THENCE along the bounds of said "Parcel 2" the following three (3) courses and distances; 1) In a southwesterly direction along a curve to the West having a radius of 283.00', a distance of 92.44' to a point, said point being situate a direct tie of S. 32 deg. 59 min. 46 sec. W., a distance of 92.03' from the point of beginning; 2) S. 42 deg. 21 min. 15 sec. W., a distance of 459.23' to a point; 3) N. 86 deg. 51 min. 32 sec. W., a distance of 20.12' to a ½" iron pipe found at the northeast corner of a parcel of land conveyed to Ironbell LLC by Deed recorded in the Jefferson County Clerk's Office on October 21, 2022 as Instrument Number 2022-18685; THENCE continuing N. 86 deg. 51 min. 32 sec. W., along the North bounds of said lands of Ironbell LLC a distance of 50.00' to a point; THENCE passing through the aforementioned 131.161 acre parcel the following three (3) courses and distances; 1) N. 47 deg. 19 min. 16 sec. E., a distance of 50.00' to a point; 2) N. 42 deg. 21 min. 15 sec. E., a

ORDINANCE

Page 2 of 2

Changing the Approved Zoning Classification of a 0.65-Acre Section of VL Roundhouse Drive, Parcel Number 9-43-101.211 from Industrial to 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

distance of 453.75' to a point; 3) In a northeasterly direction along a curve to the West having a radius of 233.00', a distance of 76.11' to a point in the South boundary of Roundhouse Drive, said point being situate a direct tie of N. 32 deg. 59 min. 47 sec. E., a distance of 75.77' from the last mentioned point; THENCE S. 66 deg. 21 min. 43 sec. E., along the South boundary of Roundhouse Drive a distance of 50.00' to the point of beginning, containing 0.65 acres of land, shall be changed from Industrial to 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



CITY OF WATERTOWN, NEW YORK

CITY PLANNING COMMISSION

ROOM 305, WATERTOWN CITY HALL

245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601-3380

(315) 785-7741

MEETING: March 4, 2025

PRESENT:

Michelle Capone, Chair
Scott Garrabrant
Maryellen Blevins
Lynn Godek
Peter Monaco

ALSO:

Michael A. Lumbis, Planning and
Community Development Director
Geoffrey Urda, Senior Planner
Joseph Albinus, Planner

ABSENT:

Linda Fields
T.J. Babcock

Planning Commission Chairperson, Michelle Capone, called the March 4, 2025, Planning Commission meeting to order at 6:02 p.m. Ms. Capone then asked for a motion regarding the minutes from the February 4, 2025 meeting. Maryellen Blevins made a motion to accept the minutes as written. Scott Garrabrant seconded the motion and all voted in favor.

Ms. Capone then asked about the minutes from the November 5, 2024 meeting. Michael Lumbis clarified that the Planning Commission would need a motion to take it from the table. Peter Monaco then made a motion to remove it from the table. Ms. Blevins then seconded the motion and all voted in favor. Ms. Capone then made sure that the minutes were updated to include their comments. Ms. Blevins then clarified that she wanted to make sure the relevant information was in writing since they had not received it in writing and wanted it in the minutes. Geoffrey Urda then detailed the changes from the original draft of the minutes. The edit was that Ms. Blevins cited page 2 of the memorandum that the applicant hadn't described what would be stored in the building as that it could affect the type of building material that could be used while getting a building permit from code enforcement. The paragraph was amended to say that Ms. Blevins asked if the applicant had provided it in writing. The applicant verbally stated everything that would be stored. Ms. Blevins then said that the statement on the record should suffice to satisfy the quoted language in the memorandum. Ms. Capone then asked for a motion to accept the revised minutes. Ms. Blevins made a motion to accept the minutes from the November 5, 2024 meeting as revised. Mr. Monaco seconded the motion and all voted in favor.

PUBLIC HEARING – 117 HANEY STREET SUBDIVISION

Ms. Capone read aloud the public hearing notice for the subdivision of 117 Haney Street that had been published in the *Watertown Daily Times* and opened the public hearing at 6:05 p.m. Hearing no one speak, Ms. Capone closed the public hearing at 6:06 p.m.

PUBLIC HEARING – 497 NEWELL STREET SPECIAL USE PERMIT

Ms. Capone then read aloud the public hearing notice for the Special Use Permit at 497 Newell Street that had been published in the *Watertown Daily Times* and opened the public hearing at 6:06 p.m. Kristina Wheeler, owner of 324 Howk Street, then addressed the Planning Commission. Ms. Wheeler stated that she has been a resident at 324 Howk Street for 17 years. She stated that there are two breweries already near her residence. She then stated that she has been and still is raising a family in this neighborhood and would like to still do so for a few years in the future. She expressed that there is currently a parking problem around her area and that she has had to call the police numerous times to get people out of her driveway apron. She said that she wants the safety issue to be addressed and feels that a new brewery going in would only worsen the parking issues. Additionally, she said fire trucks and other vehicles would have trouble getting through. She also said there are children playing and more cars pose a safety issue. She also stated that there are drunk people, and they can get belligerent to the point of disruption.

Ms. Capone then asked for any further public comments. Hearing no additional comments, she closed the public hearing at 6:10 p.m.

SUBDIVISION FINAL PLAT APPROVAL – 117 HANEY STREET PARCEL NUMBER 9-16-103.000

The Planning Commission then considered a request for Subdivision Final Plat Approval submitted by Paul Bragger P.L.S. of Black River Land Surveying Co. on behalf of Jenette Orto for a two-lot subdivision of 117 Haney Street, Parcel Number 9-16-103.000.

Mr. Bragger attended to represent the request. He approached the stand and noted that what was happening was basically a lot line adjustment. Giving some history of the spot, he said that when Haney Street was built, everything was built perpendicular to the street. However, the lot lines are at a slight slant, meaning adjacent property lines are not at a 90-degree angle to the Right-of-Way. He stated they are trying to adjust the lot lines so the driveway at 121 Haney Street was on the appropriate property. He stated that when the initial house was built, the builders probably didn't know the actual lot lines.

Ms. Capone then asked him if Ms. Orto owned both parcels. Mr. Bragger then clarified that she used to, but now Calcium Properties, LLC owns 121 Haney Street.

Ms. Capone asked if there was a transfer of funds for the land and how it happened without a clean survey. Mr. Bragger then said that he presented the survey to the purchasers, and they used it. He then said the purchasers agreed at the closing that they would do the line adjustment later. Ms. Capone then asked if Ms. Orto would just subdivide it to Calcium Properties, which Mr. Bragger confirmed.

Ms. Capone asked if there were any questions, and hearing none she mentioned moving onto the State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF).

Joseph Albinus then clarified that the first recommended contingency of approval, related to changing the suggested description of the assemblage parcel, had already been fulfilled and

need not be part of a motion to approve. Ms. Capone said that it could be removed from the summary items.

There was slight confusion over the second summary item, the applicant providing an updated SEQR containing the applicants signature, and whether it applied to Part 1 or Part 2 of the Short EAF. Mr. Albinus clarified that the condition applied to Part 1 and the applicant had satisfied it.

Ms. Capone then asked Mr. Bragger if he would submit a drawing with heavier line weights. Mr. Albinus then showed Mr. Bragger what exactly was meant by the comment.

The Planning Commission eliminated the first two conditions in staff's memorandum because the applicant fulfilled them.

The Planning Commission then reviewed and answered each question on the Short EAF answering "no" to all of them. Ms. Godek moved to issue a negative declaration for the proposed subdivision according to the requirements of SEQRA. Mr. Garrabrant seconded the motion and all voted in favor.

Mr. Monaco made a motion to grant Subdivision Final Plat Approval for the request submitted by Paul Bragger, P.L.S. of Black River Land Surveying Co. on behalf of Jenette Orto for a two-lot subdivision of 117 Haney Street, Parcel Number 9-16-103.000, contingent upon the following:

1. The applicant shall modify the drawing to include heavier line weights around the 0.018-acre section of land that is being subdivided and use normal line weights around the remaining property lines.
2. The applicant shall assemble the 0.018-acre subdivided section of land with Parcel Number 9-16-102.000, located at 121 Haney Street into a single parcel, by way of a new metes and bounds description that is filed with the Jefferson County Clerk.

Ms. Blevins seconded the motion and all voted in favor.

ZONE CHANGE – VL ROUNDHOUSE DRIVE PARCEL NUMBER 9-43-101.211

The Planning Commission then considered a request submitted by John Bellenger to change the approved Zoning Classification of a 0.65-acre portion of Parcel Number 9-43-101.211 from Industrial to Residential.

Ms. Capone then asked if the Commission had any questions. She noted that at the February 2025 meeting, the Planning Commission had approved a Subdivision for this land. This application would rezone that land to Residential so it would not result in a split-zoned parcel. She asked for any questions.

Hearing no questions, Ms. Capone then asked for a motion to recommend approval. Mr. Monaco made a motion to recommend that City Council approve the request submitted by John

Bellenger to change the approved Zoning Classification of a 0.65-acre portion of Parcel Number 9-43-101.211 from Industrial to Residential. Ms. Blevins seconded the motion and all voted in favor.

**SPECIAL USE PERMIT – 497 NEWELL STREET
PARCEL NUMBER 7-08-109.000**

The Planning Commission then considered a request submitted by Jeffery Walsh for a Special Use Permit to allow a restaurant/brewery in a Neighborhood Mixed Use District. Ms. Capone then mentioned that there were several summary items in Staff's Memorandum that the Planning Commission would like the applicant to address and asked if Mr. Walsh had received those comments. Mr. Walsh confirmed he did. She then asked him to go over the project.

Mr. Walsh then described that he would be opening a brewpub/restaurant at the location. Additionally, he said he would be applying for a beer/wine/cider/liquor application. He said his restaurant would specialize in small batch brews and wines of international flavors as well as food. He said he would have a standard menu and feature a country every month with a side menu.

Ms. Capone asked how large the seating capacity was. Mr. Walsh replied that they could seat around 60-to-65 people. Ms. Capone then asked Mr. Walsh to confirm that the proposed hours of operation were 3-11 p.m. on Tuesdays through Fridays and 12-11 p.m. on Saturdays and Sundays. Mr. Walsh replied in the affirmative.

Ms. Capone asked how and when deliveries would occur. Mr. Walsh then said that while he doesn't have a fixed day of the week, he should be getting food and janitorial supplies once a week in the mornings. For beer and wine, he said deliveries would be to the business address once a week on a small truck.

Ms. Capone then asked for clarification on dumpsters, such as if Mr. Walsh proposed more, if they would meet requirements of the Zoning Ordinance. He replied that there is currently one dumpster on the site and after speaking with the owner, he believed the last commercial tenant shared the dumpster with the upstairs apartments and he assumed that the dumpster was in compliance.

Ms. Capone asked Mr. Lumbis if he knew if the dumpster was in compliance. Mr. Lumbis stated that the current dumpster predated the current Zoning Ordinance, so it is grandfathered in. Mr. Lumbis then said that if there is a new one added it will have to be brought into conformance.

Ms. Capone then asked about the kitchen waste, and it being organic. Mr. Walsh then said that the normal food waste would go into the dumpster. He said that the grains would be offered up to a local farmer for free for food for local livestock. Ms. Godek then asked how the grain would be stored in the interim of getting picked up. Mr. Walsh replied that he would store it in 50 Gallon drums.

Ms. Capone then said that the Planning Commission must complete parts 2 and 3 of the short EAF. Then Mr. Walsh would have to obtain a Building Permit, Sign Permit and pass fire inspection.

Ms. Capone then asked for clarification on proposed parking for the restaurant; specifically asking if the rear lot would be open to customers or just tenants of the building. Mr. Walsh stated his goal is that he will be marketing to people primarily within the neighborhood. He said the parking lot behind the building is for upstairs apartment tenants only. Mr. Walsh believes that there is plenty of public parking around the building and is a big proponent of ride sharing and would go out of his way to advertise ride sharing. He said he really enjoys the space downtown and wants to be part of the future of walking downtown.

Mr. Walsh said that he had considered going closer to Interstate 81, but that wasn't really something he wanted to do, he wanted to be more in a neighborhood.

He said he is newer to the area, so he does not know how much existing traffic is in this area on Friday and Saturday nights.

Mr. Monaco then stated that he had worked for the City in that area for 30 years, so he knew what Ms. Wheeler was talking about regarding the traffic and parking issues. He said that City employees park in the big parking lot west of 1812 on the River and are in the area frequently, especially during the winter when the night shifts start. He knows the restaurant gets deliveries in the early morning which contributes to the parking problems.

Mr. Monaco then asked Mr. Lumbis about the possibility of a No Parking Ordinance on the east side of Hawk Street. Mr. Lumbis said an ordinance would have to be approved by the City Council. He said that the Planning Department could discuss the issue with the Complete Streets Committee to start the discussion and make a recommendation to the City Council. Mr. Urda then said that the committee consisted of representatives from Planning, Engineering, Public Works and the Watertown Police Department.

Mr. Monaco then said that would help get things snowballing; it wouldn't help the applicant but would help people around the area as it is tough to get through at night, especially for snowplows. He said he felt that the congestion needs to be addressed by someone in some way.

Ms. Blevins agreed with Mr. Monaco and said that she felt that ride share suggested by Mr. Walsh would be less common. She said that the brewery would potentially bring 30 additional cars to the area per night and that Ms. Wheeler said that cars were already a problem. She felt that it might need to be a condition of the Special Use Permit because if it was not, it might slide by and grow worse.

Mr. Monaco stated that parking is a nightmare on weekends and that DPW occasionally had to put barrels in the lot so that the plows can get out. He added that originally the parking lot west of 1812 on the River had parallel parking along the north side of the street but that is no longer in use.

Ms. Godek said that while the Comprehensive Plan supports business in the area, the City needs to be able to support existing residences there as well and echoed other Commission members' recommendation for a No Parking Ordinance on the east side of Hawk Street.

Ms. Blevins then reiterated her concern that if something wasn't added to the requirements, then the issue would go unaddressed. Mr. Monaco reminded everyone that only the City Council could adopt a No Parking Ordinance.

Mr. Urda then gave a quick rundown of the existing parking in the area and discussed recommendations for the area contained in the Downtown – Riverfront Parks Connection Feasibility Study. Mr. Urda then clarified that the adopted plan is not set in stone, it is just a vision. He said the plan is to convert Howk Street into a one-way northbound and that parallel spaces would be marked and would make parking easier to enforce.

Mr. Monaco then asked when it was happening, and Mr. Urda said that it could possibly be within the next five years. Ms. Blevins then said that is a long time.

Ms. Capone then said that the parking issues need to be addressed even though the business is a good idea, and the City needs to come up with an idea for parking.

Jake Johnson, the owner of the parcel, then talked about his time in the City of Watertown. He had dealt with traffic jams when he lived on Mullin Street and had lobbied to no effect. He then mentioned that the area around 497 Newell Street has a separate City issue that is not being fixed that caused his previous commercial tenant in that space to leave.

Ms. Capone then asked Mr. Johnson if he could make any parking space available in the back. Mr. Johnson then replied that it was very tight. He mentioned another property where he had to tear down a carriage house for parking. He then mentioned the State Street market as another case where he had to spend a lot of money to get parking. He mentioned a few other properties with parking issues that were comparable.

Ms. Godek then mentioned that she agreed with Mr. Johnson that parking concerns should not solely be on the business, and there are some things that the City should take care of.

Mr. Monaco then asked for some clarification of issues not related to 497 Newell Street. A brief discussion followed and then Ms. Capone asked for the discussions to focus on Newell Street.

Ms. Capone then reiterated she would like to stick to the discussion at hand, saying that she didn't think that anyone in the City was opposed to the business itself, but that parking was one of the main concerns. She said Mr. Monaco had a good idea with no parking on the east side of the street, and was wondering if they could get that going faster. She then asked Mr. Lumbis what the City could do.

Mr. Lumbis then said the Planning Commission could make a recommendation to the City Council outside of any motion to approve the Special Use Permit.

Ms. Godek mentioned prohibiting parking on certain days, such as odd/even parking, but Mr. Monaco said it would be simpler if parking were prohibited on one side all of the time.

The Commission then discussed completing the SEQR form. Mr. Urda explained the difference between answering "No or small impact may occur" and "Moderate to large impact may occur," and that answering the latter does not preclude them from making a negative declaration.

The Planning Commission then reviewed and answered each question on the Short EAF answering no to all of them, except Question 5, where the Planning Commission determined that a moderate increase in traffic may occur, but that it would not have an adverse environmental effect. After completing the form, Ms. Blevins moved to issue a negative declaration for the proposed special use permit according to the requirements of SEQRA. Mr. Monaco seconded the motion and all voted in favor.

Mr. Urda then said that Ms. Capone wouldn't be able to sign this SEQR form yet, as he would need to write an explanation in Part 3 supporting the Planning Commission's conclusion.

Ms. Godek then asked where the Planning Commission could put the recommendation for no parking on the east side of Howk Street. After some discussion, the Planning Commission agreed that they would make a separate motion to that effect.

Ms. Godek then made a motion to approve the request for a Special Use Permit submitted by Jeff Walsh to allow a Restaurant/Brewpub in a Neighborhood Mixed Use District at 497 Newell Street, Parcel Number 7-08-109.000, contingent upon the following:

1. The applicant shall obtain a Building Permit and a Sign Permit from the Bureau of Code Enforcement.

Mr. Garrabrant seconded the motion and all voted in favor.

Ms. Capone then said she was sorry that the City was unable to accommodate the request on Mullin Street and she hopes Howk Street will be better. She said the Planning Commission understands where Mr. Johnson is coming from, and they hope to initiate the discussion with the City about parking.

Ms. Capone then asked for a motion. Ms. Godek then made a motion to recommend that City Council adopt an Ordinance banning parking on the east side of Howk Street and asked Staff to make it a priority in support of business development and the Comprehensive Plan. Ms. Blevins seconded the motion and all voted in favor.

Ms. Capone then said she thought the meeting went well and that there was a good process to address the various issues. Mr. Monaco then told Mr. Johnson said that he hopes things go well for him. Ms. Capone then said she was trying to keep everyone on task and thanked people for discussion.

Ms. Capone then asked for a motion to adjourn. Ms. Blevins then made a motion to adjourn. Ms. Godek seconded the motion and all voted in favor. The meeting was adjourned at 7:09 p.m.

Respectfully submitted,

Joseph Albinus
Planner



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: Joseph Albinus, Planner

SUBJECT: Zone Change – A portion of **VL Roundhouse Drive**, Parcel Number 9-43-101.211

DATE: February 27, 2025

Request: To Change the Approved Zoning Classification of a 0.65-acre portion of Parcel Number 9-43-101.211 from Industrial to Residential.

Applicant: John Bellanger

Owner(s): City of Watertown

SEQRA: Unlisted

County Review: No

Comments: The applicant seeks to rezone the southeasternmost 0.65 acres of the subject parcel from Industrial to Residential. The applicant recently obtained Subdivision Approval to split the 0.65-acre section from the rest of VL Roundhouse Drive, and he wishes to assemble it with his adjacent parcel at VL-4 Massey Street South, which is currently zoned Residential. The rezoning will create uniform Zoning across the entire assembled parcel. If approved, the applicant plans to construct a single unit dwelling on the property. Acquiring the 0.65-acre strip of land from the City will enable the applicant to construct a driveway that would provide vehicular access to VL-4 Massey Street South parcel from the south end of Roundhouse Drive.

Existing Conditions: The subject parcel is presently classified as Industrial Vacant land. Much of the parcel is within a floodplain or in a wetland. The piece of land that the applicant proposes to purchase from the City is not within a floodplain or wetland.

Currently, the adjacent parcels to its north are respectively zoned Residential and Commercial and are being used as single family residential and storefronts. However, these are all over 1,000 feet

away from the subject 0.65-acre strip of land. The parcels to the east are zoned Industrial and are being used as warehouses. The parcels to its south and west are zoned as residential, the parcels to its south are vacant, but the parcels to its west contain houses.

Zoning and the Comprehensive Plan: The City's adopted Comprehensive Plan recommends the future land use for this area as Open Space. The Comprehensive Plan describes Open Space as:

"These areas are located throughout the city and are generally existing parks and playgrounds. There are additional areas to be considered, such as the south and southwest portions of the city where a large wetland system is located. These are areas that can serve as connections between neighborhoods and the broader regional system. Active and passive recreational uses should be considered in these areas such as nature trails, educational components, bird watching, jogging, and mountain biking."

A single-family residential use is compatible with the philosophy of it being open space as it will not take up a lot of land compared to other uses.

Miscellaneous: The City Council adopted a Resolution at its January 6, 2025, meeting authorizing the sale of the 0.65-acre section of land to Mr. Belanger. The Planning Commission then granted Subdivision Approval at its meeting on February 4, 2025, subject to six conditions, one of which was rezoning the 0.65-acre section of land from Industrial to Residential.

Staff has included an updated Tax Map for this area.

SEQR: The applicant has submitted a State Environmental Quality Review (SEQR) Short Environmental Assessment Form (EAF) as part of the application for the Zone Change. The Planning Commission is responsible for making a recommendation to the City Council. The City Council, as the lead agency, will complete Part 2 of the EAF and make a determination of significance.

cc: John Bellanger, 20195 State Route 3, Watertown, NY 13601
Thomas Compo, P.E. City Engineer
Dana Aikins, Code Enforcement Supervisor
City Council Members



City of Watertown
ZONE CHANGE APPLICATION FORM

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

Received: _____

PROPERTY INFORMATION:

PROPERTY ADDRESS: VL ROUNDHOUSE DRIVE

TAX PARCEL NUMBER(S): 9-43-101.211

CURRENT ZONING DISTRICT: INDUSTRIAL PROPOSED ZONING DISTRICT: RESIDENTIAL

APPLICANT INFORMATION:

APPLICANT NAME: JOHN BELLANGER

APPLICANT MAILING ADDRESS: 20195 STATE ROUTE 3, WATERTOWN, NEW YORK 13601

PHONE NUMBER: 315-778-4037

E-MAIL: ET20197@GMAIL.COM

PROPERTY OWNER INFORMATION (if different from applicant):

PROPERTY OWNER NAME: CITY OF WATERTOWN

PROPERTY OWNER MAILING ADDRESS (if different from subject parcel): 245 WASHINGTON STREET, WATERTOWN, NEW YORK 13601

PHONE NUMBER: 315-785-7730

E-MAIL: PLANNING@WATERTOWN-NY.GOV

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

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

*See appendices for further information

Applicant Signature: *John Bellanger*

Date: 2/10/25

Property Owner Signature (if different) _____

Date: 2/10/25

7/31/2020

JOHN BELLANGER

20195 ROUTE STATE ROUTE 3

WATERTOWN, NEW YORK 13601

FEBRUARY 8, 2025

TO: CITY OF WATERTOWN, NEW YORK 13601

FOR: COVER LETTER FOR ZONING CHANGE APPLICATION FORM

ATTN: PLANNING DEPARTMENT, MICHAEL LUMBIS, DIRECTOR

I am the owner of parcel 9-29-101.002 in the city of Watertown, New York 13601. I wish to purchase a 50' x 600' portion of an adjacent city owned property, which is parcel 9-43-101.211. The parcel that I own is landlocked and I would like to gain vehicular access to Roundhouse Drive. The Watertown City Council has accepted my offer to purchase. The Watertown Planning Board has approved the purchase. The next step in this process is for the City of Watertown Zoning Board to approve the zoning change of the 50' x 600' portion of the city owned parcel, 9-43-101.211, from Industrial to Residential, so that the two parcels can be combined into one parcel. Thank you for your consideration.

Sincerely,

John Bellanger

Kovach Land Surveying, P.C.
7557 South State Street, Suite 2
Lowville, New York 13367
Telephone (315) 874-4318

Revised February 7, 2025 - Survey No. 23160-3

Proposed Deed Description;

0.65 Acre Parcel

ALL THAT CERTAIN PIECE OR PARCEL OF LAND situate in the City of Watertown, County of Jefferson, and State of New York, intending to describe a portion of a 131.161 acre parcel of land conveyed by Owasco River Railway, Inc. to City of Watertown by Deed dated November 1, 1985 and recorded in the Jefferson County Clerk's Office on February 7, 1986 in Book 1012 of Deeds at page 255, said parcel being bounded and described as follows:

Beginning at a point in the West bounds of "Parcel 2" conveyed to US Foods, Inc. by Deed recorded in the Jefferson County Clerk's Office on July 14, 2023 as Instrument Number 2023-10420, the southeast terminus of Roundhouse Drive;

Thence along the bounds of said "Parcel 2" the following three (3) courses and distances;

- 1) In a southwesterly direction along a curve to the West having a radius of 283.00', a distance of 92.44' to a point, said point being situate a direct tie of S. 32 deg. 59 min. 46 sec. W., a distance of 92.03' from the point of beginning;
- 2) S. 42 deg. 21 min. 15 sec. W., a distance of 459.23' to a point;
- 3) N. 86 deg. 51 min. 32 sec. W., a distance of 20.12' to a ½" iron pipe found at the northeast corner of a parcel of land conveyed to Ironbell LLC by Deed recorded in the Jefferson County Clerk's Office on October 21, 2022 as Instrument Number 2022-18685;

Thence continuing N. 86 deg. 51 min. 32 sec. W., along the North bounds of said lands of Ironbell LLC a distance of 50.00' to a point;

Thence passing through the aforementioned 131.161 acre parcel the following three (3) courses and distances;

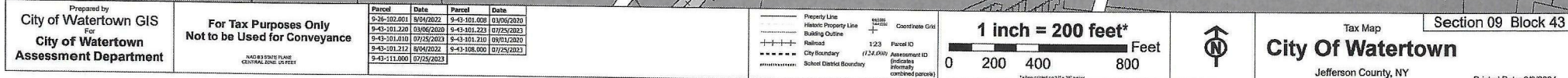
- 1) N. 47 deg. 19 min. 16 sec. E., a distance of 50.00' to a point;
- 2) N. 42 deg. 21 min. 15 sec. E., a distance of 453.75' to a point;
- 3) In a northeasterly direction along a curve to the West having a radius of 233.00', a distance of 76.11' to a point in the South boundary of Roundhouse Drive, said point being situate a direct tie of N. 32 deg. 59 min. 47 sec. E., a distance of 75.77' from the last mentioned point;

Thence S. 66 deg. 21 min. 43 sec. E., along the South boundary of Roundhouse Drive a distance of 50.00' to the point of beginning, containing 0.65 acres of land.













Subject to any private or municipal rights pertaining to utilities crossing the described premises.

Subject to any other rights, restrictions and reservations of record.

Intending to convey the 0.65 acre parcel described herein to Ironbell LLC to be assembled with Tax Parcel 9-29-101.002.



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



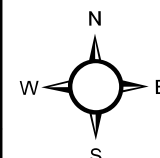
CITY OF WATERTOWN GIS

245 WASHINGTON STREET
2ND FLOOR
WATERTOWN, NEW YORK 13601

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

Industrial to Residential
Part of VL Roundhouse Dr
(9-43-101.211)

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.



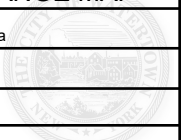
ZONE CHANGE MAP

Requested By: G. Urda

Author: mowen

Date: 2/28/2025

Scale : 1 in= 200 ft



April 14, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sale of Surplus Hydro-electricity – March 2025

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last March, the sale of surplus hydro-electric power on an actual-to-actual basis was down \$176,510 or 19.10%. In comparison to the budget projection for the month, revenue was up \$172,340 or 29.97%. The year-to-date actual revenue is down \$424,276 or 10.14%, while the year-to-date revenue on a budget basis is up \$259,125 or 7.40%.

	<u>Actual</u> <u>2021-22</u>	<u>Actual</u> <u>2022-23</u>	<u>Actual</u> <u>2023-24</u>	<u>Actual</u> <u>2024-25</u>	<u>Variance</u>	<u>%</u> <u>Inc/(Dec)to</u> <u>Prior Year</u>
July	\$ 673,456	\$ 165,435	\$ 380,883	\$ 793,352	\$ 412,470	108.29%
August	\$ 612,155	\$ 157,460	\$ 26,670	\$ 688,115	\$ 661,445	2,480.11%
September	\$ 307,692	\$ 442,559	\$ 181	\$ 145,453	\$ 145,271	80,176.23%
October	\$ 523,734	\$ 216,702	\$ 184,779	\$ 79,259	\$ (105,520)	(57.11%)
November	\$ 731,273	\$ 373,674	\$ 682,240	\$ 209,619	\$ (472,621)	(69.27%)
December	\$ 702,586	\$ 533,542	\$ 826,789	\$ 542,585	\$ (284,205)	(34.37%)
January	\$ 293,374	\$ 522,759	\$ 533,340	\$ 359,155	\$ (174,185)	(32.66%)
February	\$ 246,124	\$ 477,279	\$ 626,162	\$ 195,739	\$ (430,422)	(68.74%)
March	\$ 661,611	\$ 612,321	\$ 923,928	\$ 747,418	\$ (176,510)	(19.10%)
April	\$ 897,945	\$ 872,321	\$ 785,870	\$	\$	%
May	\$ 539,059	\$ 471,237	\$ 446,726	\$	\$	%
June	<u>\$ 418,974</u>	<u>\$ 234,979</u>	<u>\$ 377,657</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-%</u>
YTD	<u>\$6,604,983</u>	<u>\$5,080,268</u>	<u>\$5,795,225</u>	<u>\$3,760,696</u>	<u>\$ (424,276)</u>	<u>(10.14%)</u>

	<u>Original</u> <u>Budget</u> <u>2024-25</u>	<u>Actual</u> <u>2024-25</u>	<u>Variance</u>	<u>%</u>	<u>Power</u> <u>Purchased</u> <u>from</u> <u>National</u> <u>Grid</u>
July	\$ 301,806	\$ 793,352	\$ 491,546	162.87%	\$ -
August	\$ 169,037	\$ 688,115	\$ 519,078	307.08%	\$ -
September	\$ 107,405	\$ 145,453	\$ 38,048	35.42%	\$ 6,997
October	\$ 417,778	\$ 79,259	\$ (338,519)	(81.03%)	\$ 21,916
November	\$ 679,078	\$ 209,619	\$ (469,459)	(69.13%)	\$ -
December	\$ 509,487	\$ 542,585	\$ 33,098	6.50%	\$ -
January	\$ 416,033	\$ 359,155	\$ (56,878)	(13.67%)	\$ -
February	\$ 325,869	\$ 195,739	\$ (130,130)	(39.93%)	\$ 17,342
March	\$ 575,078	\$ 747,418	\$ 172,340	29.97 %	\$ -
April	\$ 868,118	\$	\$	%	\$ -
May	\$ 626,173	\$	\$	%	\$ -
June	<u>\$ 379,138</u>	<u>\$ -</u>	<u>\$ -</u>	<u>- %</u>	<u>\$ -</u>
YTD	<u>\$5,375,000</u>	<u>\$3,760,696</u>	<u>\$ 259,125</u>	<u>7.40%</u>	<u>\$ 46,256</u>

April 14, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sales Tax Revenue – March 2025

Sales tax revenue was up \$215,284 or 11.33% compared to last March. In comparison to the budget projection for the month, sales tax was up \$227,402 or 12.05%. For the quarter, which is the true measurement period for how sales tax is performing, sales tax was up \$244,135 or 4.52% compared to the same quarter last year. On a budget basis the quarterly sales tax was up \$256,253 or 4.76%. The year-to-date actual receipts are up \$294,404 or 1.59%, while the year-to-date receipts on a budget basis are up \$306,522 or 1.66%.

	<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Actual 2023-24</u>	<u>Actual 2024-25</u>	<u>Variance</u>	<u>Monthly % Inc/(Dec)to Prior Year</u>	<u>Quarterly % Inc/(Dec)to Prior Year</u>
July	\$ 1,948,809	\$ 2,035,333	\$ 2,353,567	\$ 2,143,817	\$ (209,750)	(8.91%)	
August	\$ 1,888,806	\$ 2,008,482	\$ 2,186,214	\$ 2,158,407	\$ (27,807)	(1.27%)	
September	\$ 2,725,797	\$ 2,757,376	\$ 2,490,458	\$ 2,615,865	\$ 125,406	5.04%	(1.60%)
October	\$ 1,678,723	\$ 1,847,562	\$ 1,907,106	\$ 1,867,195	\$ (39,911)	(2.09%)	
November	\$ 1,643,509	\$ 1,818,188	\$ 1,904,366	\$ 1,893,395	\$ (10,971)	(0.58%)	
December	\$ 2,374,453	\$ 2,232,223	\$ 2,223,964	\$ 2,437,266	\$ 213,302	9.59%	2.69%
January	\$ 1,649,030	\$ 1,849,036	\$ 1,851,962	\$ 1,888,207	\$ 36,245	1.96%	
February	\$ 1,429,187	\$ 1,643,774	\$ 1,645,921	\$ 1,638,527	\$ (7,394)	(0.45%)	
March	\$ 2,253,672	\$ 2,041,305	\$ 1,899,459	\$ 2,114,743	\$ 215,284	11.33%	4.52%
April	\$ 2,064,386	\$ 1,888,370	\$ 1,908,041	\$	\$	%	
May	\$ 2,023,137	\$ 1,835,982	\$ 1,970,375	\$	\$	%	
June	<u>\$ 1,949,070</u>	<u>\$ 2,566,086</u>	<u>\$ 2,542,299</u>	<u>\$ -</u>	<u>\$ -</u>	<u>%</u>	<u>%</u>
YTD	<u>\$23,628,579</u>	<u>\$ 24,614,716</u>	<u>\$ 24,883,732</u>	<u>\$ 18,757,421</u>	<u>\$ 294,404</u>	<u>1.59%</u>	

	<u>Original Budget 2024-25</u>	<u>Actual 2024-25</u>	<u>Variance</u>	<u>%</u>	<u>%</u>
July	\$ 2,353,567	\$ 2,143,817	\$ (209,750)	(8.91%)	
August	\$ 2,186,214	\$ 2,158,407	\$ (27,807)	(1.27%)	
September	\$ 2,490,458	\$ 2,615,865	\$ 125,406	5.04%	(1.60%)
October	\$ 1,907,106	\$ 1,867,195	\$ (39,911)	(2.09%)	
November	\$ 1,904,366	\$ 1,893,395	\$ (10,971)	(0.58%)	
December	\$ 2,223,964	\$ 2,437,266	\$ 213,302	9.59%	2.69%
January	\$ 1,851,962	\$ 1,888,207	\$ 36,245	1.96%	
February	\$ 1,645,921	\$ 1,638,527	\$ (7,394)	(0.45%)	
March	\$ 1,887,341	\$ 2,114,743	\$ 227,402	12.05%	4.76%
April	\$ 1,831,719	\$	\$	%	
May	\$ 1,780,903	\$	\$	%	
June	<u>\$ 2,491,479</u>	<u>\$ -</u>	<u>\$ -</u>	<u>%</u>	<u>%</u>
YTD	<u>\$ 24,555,000</u>	<u>\$ 18,757,421</u>	<u>\$ 306,522</u>	<u>1.66%</u>	

New York State sales tax distribution methodology: Monthly sales tax payments are prorated to all the jurisdictions using a percentage based on the collections from the prior year. It is important to note that most of the sales tax collections are received as monthly payments. It is not until when sales tax returns are filed in the months of March, June, September, and December that the monthly payment for each business is un-prorated and distributed per the return to the proper jurisdiction. This un-proration and re-distribution is the quarterly reconciliation process that results in how sales tax truly performed for the quarter.

April 21, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Public Hearings for 2025-26 Operating Budgets and
2025-26 through 2029-30 Capital Budget

As part of the Budget review process, the City provides the public with an opportunity to voice their opinions about the Proposed Budgets, both Operating and Capital. Staff is recommending that the City Council make a motion to set Public Hearings on the Proposed Budgets as follows:

Monday, May 5, 2025

7:15 p.m. Fiscal Year 2025-26 Operating Budgets

7:15 p.m. Fiscal Year 2025-26 through 2029-30 Capital Budget

At the conclusion of the May 5th public hearing staff is recommending that the hearing not be closed but rather adjourned to May 19th to provide a second opportunity for people to be heard.