



**AMENDMENT
TO THE CITY OF WATERTOWN'S
COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM YEAR 2020 ANNUAL ACTION PLAN
DRAFT – SEPTEMBER 3, 2025**

On May 4, 2020, the City Council of the City of Watertown adopted the City's Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2020. The plan included various projects for the 2020-2021 Fiscal Year, several of which this amendment will modify, either in scope or in budget or both.

The City Council previously amended the PY 2020 Annual Action Plan twice. Due to the response to the ongoing COVID-19 public health crisis, Congress enacted the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The first amendment was adopted on August 17, 2020 and the second amendment was adopted on June 21, 2021.

The list of projects and their originally approved budget amounts are listed below:

Proposed Project	Approved Budget
Point-in-Time Outreach and Education Initiative 2020	\$ 8,500.00
North Side ADA Ramp Replacement Project Phase 2	\$ 100,000.00
Target Area Smoke Detector Program	\$ 5,000.00
Owner-Occupied Rehabilitation 2020	\$ 215,000.00
Homebuyer Program 2020	\$ 150,000.00
Tilden St./Starbuck Ave. Sidewalk Project	\$ 250,000.00
Fair Housing Education 2020	\$ 5,000.00
WCSD Food 4 Families 2020	\$ 6,500.00
Planning - Zoning Ordinance Update Phase 2	\$ 75,000.00
Program Administration	\$ 60,652.00
NDC Housing Stabilization Program	\$ 45,000.00
Total	\$920,652.00

This amendment changes the budget for several of the above-identified projects. CDBG regulations and the City's Citizen Participation Plan allow some flexibility for changes in project costs as the City implements the various programs and projects. The City may increase or decrease individual budget line items by up to 25 percent without amending the Annual Action Plan. However, in the case of the NDC Housing Stabilization Program, the actual cost was a 100 percent decrease from the originally budgeted amount, as this amendment eliminates the project and redistributes that funding to other projects. This decrease and increase in the budget line items and new projects necessitates an amendment.

The other projects with changes to their budgets, the Smoke Detector Program, Tilden St./Starbuck Ave. Sidewalk Project and Northside ADA Ramp Phase 2 Project will all change by less than 25 percent. The four projects collectively finished \$78,217.40 under budget. This amendment reallocates the surplus to supplement the Burlington Street Reconstruction Project.

Below is the revised CDBG Program Year 2020 Annual Action Plan budget, following all approved revisions:

Proposed Project	Amended Budget
Point-in-Time Outreach and Education Initiative 2020	\$ 8,500.00
North Side ADA Ramp Replacement Project Phase 2	\$ 86,218.28
Target Area Smoke Detector Program	\$ 4,995.06
Owner-Occupied Rehabilitation 2020	\$ 215,000.00
Homebuyer Program 2020	\$ 150,000.00
Tilden St./Starbuck Ave. Sidewalk Project	\$ 212,569.26
Fair Housing Education	\$ 5,000.00
WCSD Food 4 Families 2020	\$ 6,500.00
Planning - Zoning Ordinance Update Phase 2	\$ 93,000.00
Program Administration*	\$ 67,577.54 *
Burlington Street Reconstruction Project	\$ 78,217.40
Total	\$ 927,577.54 *

*Includes the addition of \$6,925.54 in Program Income.

The following is a description for the above identified new project:

Burlington Street Reconstruction Project:

The Burlington Street Reconstruction Project is a street reconstruction project that is in the 2023 Annual Action Plan and the \$78,217,40 programmed in this amendment supplements the \$275,000 budgeted in the 2023 AAP. This project consists of hiring a contractor to complete a full reconstruction of Burlington Street. Improvements will include sidewalk replacement, constructing new sidewalks where walks do not exist currently, ADA ramp replacement, curbing replacement, new pavement, and replacement of various utilities (water, sanitary sewer, storm sewer), as well as green infrastructure and tree planting where possible.

The City estimates that 153 low to moderate-income (LMI) families will benefit from the proposed project based on the estimated number of families in the Block Group and the LMI percentage for the Block Group that the project covers. Since 2021 ACS data on total families in a geography is only available at the Census Tract level, the City divided the number of families evenly across the three Block Groups in Census Tract 613 in the City's Northeast CDBG Target Area when estimating the number of families.

Citizen Participation

The City's Community Development Block Grant Program has an adopted Citizen Participation Plan that outlines various steps that the City must take in order to engage the public in the development of our Annual Action Plans and any amendments to them. While developing this amendment to the City's Program Year 2020 Annual Action Plan, the City Council scheduled a public hearing on the proposed amendment for Monday, October 6, 2025 at 7:15 p.m. in the City Council Chamber of City Hall. On September 3, 2025, the City advertised in the *Watertown Daily Times* to notify the public of the public hearing date and time and to announce the start of a 30-day public comment period that will last from September 3, 2025 to October 3, 2025. The City also conducted outreach to several agencies and businesses by email notifying them of the proposed changes and made the proposed amendment available for review at City Hall in the Planning and Community Development Department, the City Clerk's Office and at the Roswell P. Flower Memorial Library, at the Watertown Housing Authority and on our website at www.watertown-ny.gov.