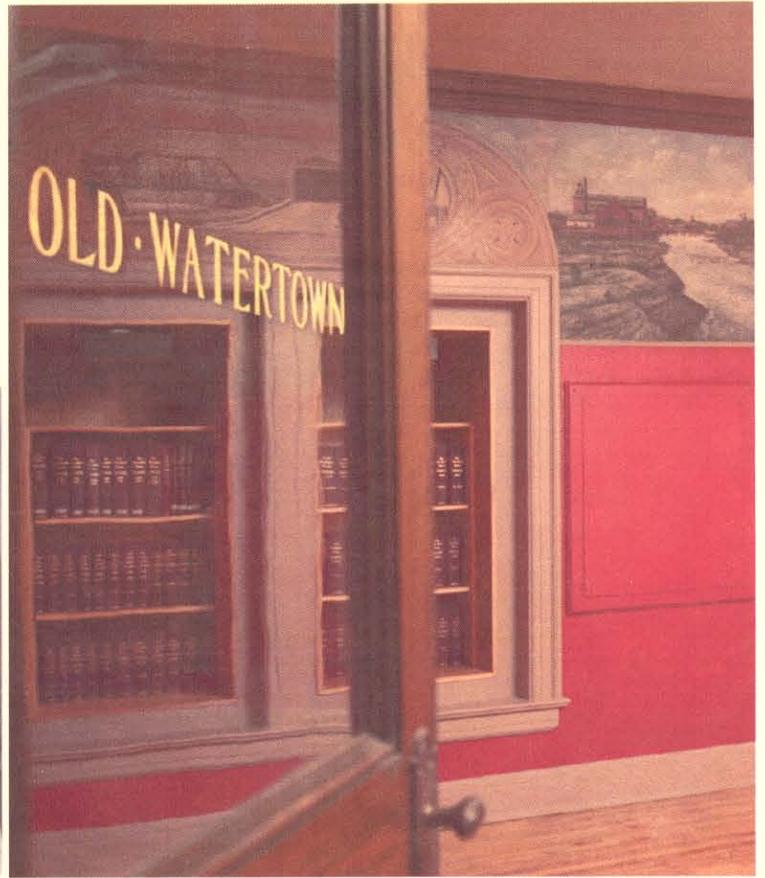


THE CITY OF  
**WATERTOWN**  
NEW YORK



Adopted Budget Fiscal Year 2008-09

**CITY OF WATERTOWN  
NEW YORK**

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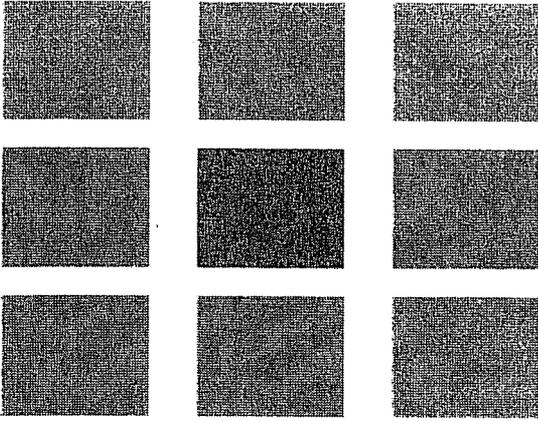
**ADOPTED BUDGET  
2008-09**

**City Council**

Jeffrey E. Graham, Mayor  
Roxanne M. Burns      Joseph M. Butler, Jr.  
Peter L. Clough      Jeffrey M. Smith

Mary M Corriveau  
**City Manager**

Donna Dutton	City Clerk
James Mills	City Comptroller
Kurt Hauk	City Engineer
Joseph Goss	Police Chief
Daniel Gaumont	Fire Chief
Eugene Hayes	Superintendent of Public Works
Gary Pilon	Superintendent of Water
Kenneth Mix	Planning and Community Development Coordinator
Peter Keenan	Information Technology Manager
Brian Phelps	City Assessor
Robert Cleaver	Purchasing Agent
Barbara Wheeler	Library Director
Elizabeth Morris	Executive Sec. Civil Service
Bryan White	Confidential Assistant to City Manager
Slye & Burrows	City Attorney



The City of Watertown, New York fosters an environment that ensures the health, safety and general welfare of the community and its visitors by providing responsive services.

Our city government provides leadership to enhance the quality of life while preserving our heritage.

The City of Watertown, New York aspires to be a vibrant, attractive community of rich, recreational, cultural and economic opportunity that maintains a small town appeal.

*To succeed in our mission, we believe that:*

- Integrity is non negotiable.
- Trust is a two-way street.
- Everyone will be treated with respect and dignity.
- Disagreement does not equal disrespect.
- All employees are accountable.
- Communication is critical to success.
- Safety will not be compromised.
- Quality counts.
- Innovation is encouraged.
- Service with pride.

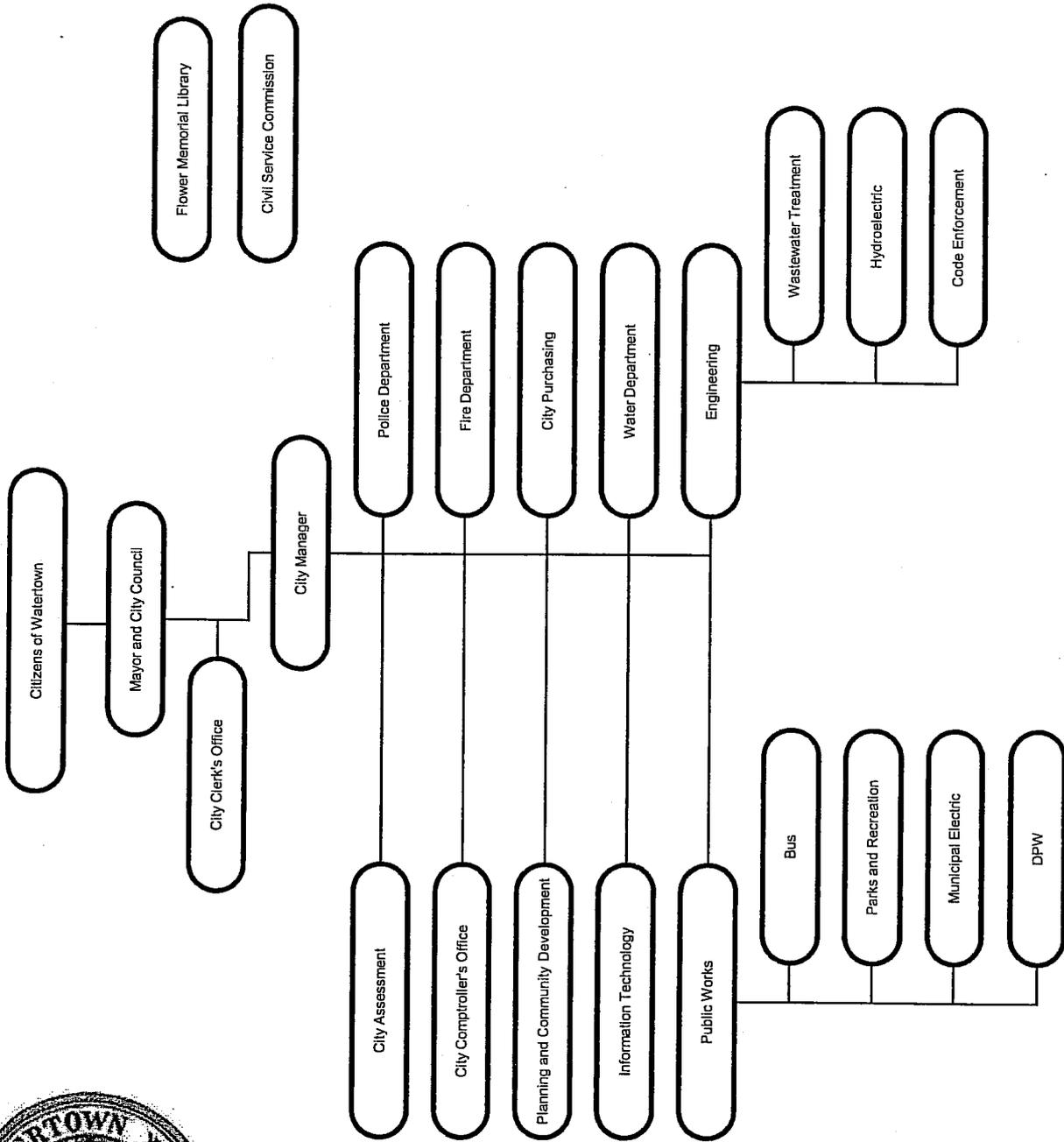


**City Profile**

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2000 Census)	26,705
Population Density (per acre)	4.5
Land Area (square miles)	9.3
Unemployment Rate (county) January 2007	6.8%
Total Real Property Values (2007)	\$1,404,870,517
Median Household Income (2000)	\$28,429
Building/Maintenance Permits Issued (2006)	552 Permits - \$29,940,699 value
Miles of Street	100
Number of Acres of Parks and Playgrounds	574
Number of Streetlights	2,639
Public Utilities (number of accounts)	
Water	8,294
Sewer	
Bond Rating (General Obligation Bonds)	Moody's Investor Services A3
Number of Employees	367



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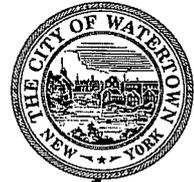




# City of Watertown

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April 7, 2008

**Honorable Mayor and City Council Members:**

**Honorable City Council**

**Watertown, New York**

During this past year, the City of Watertown, like the nation has seen considerable change in the financial climate, and it is against this backdrop that this budget was prepared.

Over the past year, the price of gasoline has increased by 36.7%, the cost of home heating oil has increased 36.5% and the value of the dollar has dropped by 16.2%. These economic changes, along with changes we are seeing in interest rates, both for our borrowings and our investments are impacting this year's budget and our five year budget projections.

**Introduction**

The City, like every other business, is dealing with increased cost of gasoline, diesel, and fuel oil and its impact on everything we do, from patrolling streets, to paving roads. In addition, falling interest rates, talk of a recession, and uncertainties related to future sales tax revenues and state aid are not only impacting this year's operating budget but will be factors for the foreseeable future.

In developing this year's budget, the biggest challenge was assessing how the changes in this community, the state and the nation will impact the financial well being of this community. Over the past year, we have seen continued sales tax growth, increases in state aid, while at the same time the cost of fuel has seen record highs, and health insurance costs have increased. All of these factors have played a role in the development of this financial plan. At this point, this budget reflects the best estimates of these revenues and expenses. However, future sales tax, state aid, energy costs and health insurance costs remain volatile in these times. My focus remains on the future financial stability of the organization, its employees and the community.

This year's budget maintains current service levels, proposes a tax levy increase, along with increase in water and sewer rates, presents a five year capital plan to address our aging infrastructure and facilities, and at the same time preserves fiscally responsible fund balances.

With the rehabilitation of State Street finishing by June 2008, the Downtown Streetscape kicking off again next week and completing by November 2008, and \$500,000 in CHIPS funds being spent on street repairs, the face of this community is going to change. Our capital plan is aggressive, but focuses our funding and capacity on



supporting development within the City.

During budget reviews, we kept our focus on our ability to execute the plan, both operationally and financially. This process allowed us to review proposed projects, set priorities, discuss community needs and establish realistic and achievable objectives for the upcoming years.

### Combined City Budget

Total recommended appropriations for Fiscal Year 2008-09 are \$47,985,785. This is a 2.22% increase over the adopted Fiscal Year 2007-08 budget.

As I indicated, the most significant factor affecting the Proposed Budget for Fiscal Year 2008-09 is the economy. The City continues to deal with the rising cost associated with operations and their impact on everything we do, from patrolling streets, to paving roads.

Fund	2007-08	2008-09	Change	% Change
General	\$ 36,731,196	\$ 37,548,405	\$ 817,209	2.22%
Water	\$ 4,796,100	\$ 5,092,841	\$ 296,741	6.19%
Sewer	\$ 4,163,385	\$ 4,160,188	\$ (3,197)	-0.08%
Library	\$ 1,027,611	\$ 1,061,851	\$ 34,240	3.33%
Tourism	\$ 122,500	\$ 122,500	\$ 0	0.00%
Total	\$ 46,840,792	\$ 47,985,785	\$ 1,144,933	2.44%

In addition, falling interest rates, talk of a recession, and uncertainties related to future sales tax revenues and state aid are not only impacting this year's operating budget but will be factors for the foreseeable future.

The Proposed FY 2008-09 Budget contains retirement rates of 8.8% for CSEA and Management employees and a 15.9% rate for Police and Fire. These rates have changed slightly since last year. State retirement rates are set each year based on the stock market at March 31<sup>st</sup> of the prior year.

Last year we raised the rates for health insurance premiums by 14.8%, based on where we projected we would end Fiscal Year 2006-07. At the end of FY 2006-07, the Self Funded Health Insurance Fund

had a negative fund balance of (\$177,765). During this past year, we have gained ground and therefore this budget contains only a 3.3% increase in rates budgeted for health insurance. While the expenses associated with providing health insurance to our active and retired employees continue to grow, we are actively working with our Unions to mitigate this growing burden.

Negotiated wage increases for I.B.E.W., Police and Fire employees along with their associated fringe benefits, are contained in the individual department budgets. Inasmuch as the contract with CSEA, the City's largest union, has not been finalized as of the drafting of this document, proposed salary adjustments for those employees and management employees are contained in the contingent account in each fund.

### **General Fund Budget**

#### **Appropriations:**

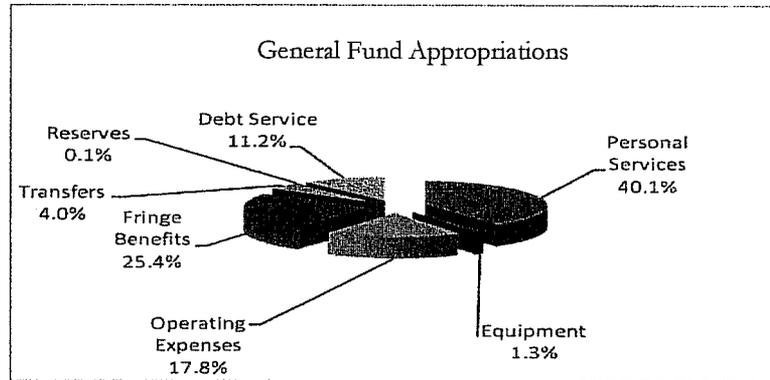
My proposed Fiscal Year 2007-08 General Fund budget calls for an appropriation of \$37,548,405 which is an increase of \$817,209. This represents a 2.22% increase over FY 2007-08. This includes appropriations for wages and fringe benefit increases for all employees.

Over the past four years, my budgets have tried to reduce the City's higher than average debt burden. In the past, many of the items we borrowed for were more operational in nature and I believe should have been paid for out of operations. This budget continues the 'pay as you go' practice for these types of items. Additionally, those items that are truly operational in nature have been moved back into the operating funds and are highlighted on a newly designed Equipment Request page in each of the budgets that contain appropriations for equipment.

The 2008-09 Budget contains an appropriation of \$568,000 in a transfer to the Capital Fund to pay for small capital improvement projects that are not recommending for bonding. This is approximately \$850,000 less than last year, but there is approximately \$500,000 in equipment requests that are included in the departmental operating budgets this year.

This year's budget contains the addition of one additional position in the Police Department to support the school district's request for an additional School Resource Officer.

Once again, department heads have held increases in operating costs to a minimum. We are seeing cost increases related to gasoline, diesel, pipe, asphalt and natural gas and heating oil. The outright purchase of equipment has increased, because of the inclusion of what was once classified as a capital project, in the departmental operating budget. As you can see from the chart listed below, the costs associated with employees' salaries and fringes represent 65.5 % of the overall budget, this is up from 63.4% last year.



### General Fund Revenues

This budget contains \$30,351,768 in revenues other than real property taxes. This is a \$2,635,223 increase over the current year's budget. This represents a 9.51% increase. The largest increases in revenues this year are in Pilot payments. In November 2008, the City anticipates receiving just over \$2,200,000 from LUK as the final payout of the PILOT on the 801 properties. This amount has been included in this year's revenue projections. The City's General Fund continues to rely heavily on Sales Tax revenue to meet its budgetary needs. Sales Tax continues to be the largest revenue for the City of Watertown, followed by Real Property Taxes. This year, Sales Tax has not increase as much as projected, so for Fiscal Year 2008-09, Sales Tax has only been increased by \$85,000. This represents a 4% increase in revenue over what we anticipate we will receive in Fiscal Year 2007-08. With the existing economic uncertainty and the upcoming deployment of two brigades of the 10<sup>th</sup> Mountain Division, our projections have been tempered from last year.

This year's budget contains \$5,090,177 in State Aid, an increase of 7.0% over last year's budget. This budgeted amount represents the funding levels proposed by the current budget bills awaiting approval by the State Legislature and Governor Paterson.

My proposed General Fund budget requires a real property tax levy of \$7,301,637. This is an increase of \$391,986 from FY 2007-08 and represents a 5.67% increase over last year's budget. This year, real property taxes represent 19.4% of the General Fund Revenue which is a decrease from 20.0% in FY 2007-08. For a property owner whose property has a taxable assessed value is \$200,000, this increased tax levy means an increased tax burden of \$58.20 for Fiscal Year 2008-09.

This year's taxable assessed values were impacted by the addition of the 801 properties to the City's taxable roll and by the increased Veteran's exemption adopted by the City Council. The 801 properties added just under \$24,000,000 in value and the Veteran's exemption decreased the assessed values by approximately \$11,500,000. Taking all of this into account, the City's taxable assessed value growth this past year was minimal, with taxable assessed value growing by only \$16,900,000 or 1.75%. The City's equalization rate this year was 97%. This is a drop of 3% from prior years.

As you can see, the residential tax burden has decreased this year to 60.72%, this is driven by the addition of the

	Residential	Vacant	Commercial	Industrial	Utility
2004	57.90%	1.32%	31.35%	1.08%	8.34%
2005	57.73%	1.32%	31.39%	1.05%	8.45%
2006	60.11%	1.47%	30.33%	1.00%	7.04%
2007	62.75%	1.24%	29.00%	0.89%	6.13%
2008	60.72%	1.24%	31.17%	0.90%	6.01%

\$24,000,000 in assessed value for the former 801 properties, and by the increase in the veteran's exemption. At the same time, the average assessment for a single-family home decreased slightly this year to \$103,455 compared to \$103,506 in FY 2007-08.

This year's budget proposes a tax rate of \$7.416 per \$1,000 of assessed value, up \$0.291 over this year's rate. This is a tax rate increase of 4.09%. For the average single family home owner in Watertown, this means a \$30 increase in taxes.

### Water Fund Budget

The total appropriations for the fund are \$5,092,841. This is an increase of \$296,741 or 6.2% over the current year. Projected Water Fund revenues are 3,854,534, this represents a \$99,534 increase from the FY 2007-08 projected revenues. Unfortunately, revenue projections for last year fell short and therefore a 5.1% increase in Water Rates in 2008-09 will be needed to support the FY 2008-09 budget. It should be noted, that last year at this time, I was projecting a 6.0% increase in rates for FY 2008-09.



Over the past year, the City's water fund budget has benefited from a growing demand for water resources from Fort Drum. This growing demand will taper off in May 2008 and Fort Drum will resume using their well fields to augment the City's water supply to support their needs. Net of Fort Drum, consumption within the City continues to stay flat, with the only projected growth being Summit Wood Development.

As this budget was formulated, we looked at the long term consumption trends along with projected increases in expenses and debt service. While the Water Fund has some fund balance to help support this year's revenue shortfall, as you will see when you review the five-year budget projections, the reliance on fund balance to meet budgetary requirements can not continue. Along with the 5.1% increase in rates, an appropriation of \$350,000 in fund balance is recommended to balance the FY 2008-09 budget.

### **Sewer Fund Budget**

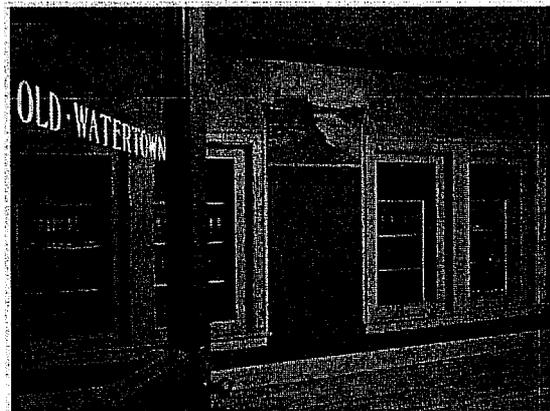
The total appropriations for the fund are \$4,160,188. This is a decrease of (\$3,197) or .08% from the current year. Revenues in the Sewer Fund have taken a dramatic drop since December 2007. With the increased cost of gasoline and new requirements imposed by the EPA, the City has lost a number of hauled waste customers, which amounts to a \$280,000 annual decrease in revenues for Fiscal Year 2008-09. While Staff is actively pursuing these customers and reviewing ways to attract new ones, at this point in time, I am not comfortable proposing any increased revenue in this line item. Additionally, this year's revenue projections have fallen short. While the community is seeing some of the largest growth in population since the early 1980s, we are not seeing a corresponding increase in sewer revenues. Many of the developments have not come on line as projected and the growth has yet to occur.

With the decrease in revenue from hauled waste customers and revenue projections falling short, there is no fund balance available in the Sewer Fund to support this year's budget. Therefore a 13.5% increase in Sewer Rates in 2008-09 will be needed to support the FY 2008-09 budget. This is a dramatic increase from this time last year, when we projected a 2.7% increase in rates for FY 2008-09.

## Library Fund Budget

The total appropriations for the fund are \$1,061,851. This is an increase of \$34,240 or 3.33% over the current year. Projected Library Fund revenues include an appropriation from the General Fund in the amount of \$949,751. This increase in appropriation over the current year is primarily due to increased costs associated with payroll and fringes, as the City absorbs some of the temporary employees that have traditionally been funded through a state grant to the North Country Library System.

In support of the restoration of the Library, City Staff is working with the Library Director to develop a brochure that will allow visitors to the Library to take a self-guided tour of the many fine arts. Additionally, this year's budget contains funding to complete the installation of a security system that will not only protect the facilities fine arts, but also its patrons and staff members. One final piece of restoration that hasn't been done is the community room. The Library Director has asked for funding in this budget to support the installation of new carpeting, lighting and a new door for this area.



## Self Funded Health Insurance

The total appropriations for the fund are \$7,027,490. This is an increase of \$155,290 or 2.3% over the current year budget. At the end of FY 2006-07, the Self Funded Health Insurance Fund had a negative fund balance of (\$177,765). Using the contractual formula for calculating the premium rate, this year's Health Insurance premium will increase by 3.3% over last year.

During the upcoming months, the City will issue an RFP for Third Party Administrators for both the City's health benefits and its prescription plan. The RFP is currently in the drafting stage and over the summer months, the City's Health Insurance committee will review responses submitted, visit respondents' facilities, and make a recommendation to the City Council for consideration.

As we continue negotiations, I will continue to look for changes to the City's plan that will provide positive long-term benefits and cost



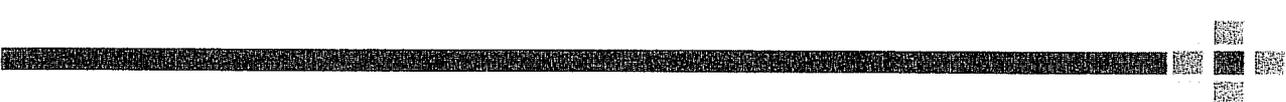
mitigation to both active and retired employees, and look at the benefits of offering optional benefit plan for employees. Many municipalities are looking a wellness programs as a way to mitigate growing expenses. Over the coming months, I will be looking at a number of programs to see what steps we can take to help our employees and retirees develop healthy habits. Like every employer across the country, the City of Watertown is continually looking for ways to reduce our health insurance expenses and the burden of those expenses on the property owners, while at the same time not unfairly burdening our active and retired employees.

### **Capital Projects Fund**

As I said in the beginning of this message, during the development stage of the capital budget, Staff used a systematic process that included rigorous discussion about our capacity to do the projects put on the table. As in past years, we reviewed and prioritized the projects in this year's capital budget, we talked about our capabilities, and made sure there was a linkage between our strategy and our operational ability. We had the people at the table that are responsible for implementing this plan and made sure that we did not exceed our fiscal or operational ability. I believe this Capital Budget sets priorities that meet the community needs, and establishes realistic and achievable objectives.

This Five Year Capital Fund Budget contains approximately \$60,000,000 in projects. This year's portion of the budget contains approximately \$7,400,000 in projects. Major projects included in the upcoming budget is Phase II of the J.B.Wise parking lot rehab, the design and reconstruction of Breen Avenue, rehabilitation of the Arena roof, repairs to the vehicle wash facility, and vehicle replacements.

Once again this year, all five years of the proposed Capital Budget remains under the City's self-imposed debt cap. However, year 2012-13 includes approximately \$22,000,000 in projects. While Staff is aware that not all of these projects can be accomplished in one year, we wanted to put them in the plan, so the City Council and the residents understand that these are projects that are on Staff's radar scope and will need to be considered. Over the upcoming year, we will continue to aggressively pursue alternative funding sources to assist with as many capital projects as possible to lessen the burden on City taxpayers.



As you look through the Capital Budget you will find fewer capital projects listed for the current year. This is because the smaller capital budget items, like vehicle purchases, computer equipment purchases and small equipment expenses that should have been contained in operating budgets over the years have actually been moved to the operating budgets this year. The net impact to the operating budgets is zero, because these projects have been funded through appropriations from the operating budgets for the past few years.

### **Multi Year Financial Plan**

This section of the City budget presents the five year financial plans for the community. The importance of this portion of the budget grows each year. This document provides a five year outlook as required under the Aid and Incentives for Municipalities (AIM) program. It is a guide to where the community's finances are headed, based on certain assumptions.

At the beginning of the plan you will find the assumptions used in developing the plan. All of these assumptions are up for discussion as we review the plan. During budget review, Staff is prepared to discuss this document and the community's financial outlook with the City Council.

### **Summary**

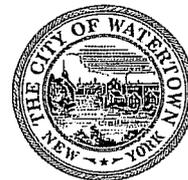
All of the budgets presented were formulated with an eye towards the long term stability of the City's operating funds. Current service levels have been maintained in this budget and the Capital Fund presents an executable plan for the community's future. I feel that the new design and layout of the budget will give the City Council an opportunity to look at the expense and revenue history by account and make the decision making process run more smoothly.

As with everything we do as an organization, the development of the budget is a team effort. The City Manager's Office develops the final budget with the assistance of many other members of the City's team. I want to thank all of those involved in the preparation of this spending plan. The departmental budgets presented were fiscally sound and made the development of the overall budget plan a much easier task. City Comptroller James Mills deserves a special thanks for sharing his time, talents and professional insights as we worked together to develop this spending plan for the City.

Sincerely,

Mary M. Corriveau  
City Manager

General  
Fund  
Budget



## CALCULATION OF PROPERTY TAX RATE

	<u>2007-08</u>	<u>2008-09</u>	<u>CHANGE</u>	<u>% CHANGE</u>
<b>Appropriations</b>	\$36,731,196	\$37,589,406	\$858,210	2.34%
<b>Less Revenues</b>	\$27,716,545	\$30,466,768	\$2,750,223	9.92%
<b>Less Fund Balance</b>	\$2,000,000	\$110,000	-\$1,890,000	-94.50%
<b>Less Sidewalk Reserve</b>	\$0	\$35,000	\$35,000	N/A
<b>Less Capital Reserve</b>	\$205,000	\$0	-\$205,000	N/A
<b>Plus Tax Reserve</b>	\$100,000	\$140,000	\$40,000	40.00%
<b>Real Property Taxes</b>	\$6,909,651	\$7,117,638	\$207,987	3.01%
<b>Taxable Assessed Valuation</b>	\$965,989,335	\$982,901,620	\$16,912,285	1.75%
<b>Tax Rate per 1000</b>	<b>\$7.125</b>	<b>\$7.229</b>	<b>\$0.104</b>	<b>1.46%</b>

# CONSTITUTIONAL TAX LIMIT

## Fiscal Year 2008-09



<b>FIVE YEAR TOTAL FULL VALUATION</b>	<b><u>\$ 3,674,491,004</u></b>
<b>FIVE YEAR AVERAGE FULL VALUATION</b>	<b><u>\$ 734,898,201</u></b>
<b>CONSTITUTIONAL TAX LIMIT - 2% OF 5 YEAR AVERAGE</b>	<b><u>\$ 14,697,964</u></b>
<b>CITY LEVY</b>	<b>\$ 7,301,637</b>
<b>LESS TOTAL EXCLUSIONS</b>	<b><u>\$ 6,104,537</u></b>
<b>TAX LEVY SUBJECT TO TAX LIMIT</b>	<b><u>\$ 1,197,100</u></b>
<b>PERCENTAGE OF TAX LIMIT EXHAUSTED</b>	<b><u>8.14%</u></b>
<b>CONSTITUTIONAL TAX MARGIN</b>	<b><u>\$ 13,500,864</u></b>

**Fiscal Year: 2008-09**  
**Department: General Fund**  
**Account Code: Revenues**  
**Function: General Fund Revenue Summary**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
Taxes and Penalties	\$14,858,185	\$15,365,672	\$16,841,500	\$19,086,445
Departmental Revenues	3,600,356	4,412,816	4,013,950	4,053,500
Intergovernmental Revenues	519,523	40,866	98,230	94,500
Use of Money and Property	431,924	686,251	472,880	257,400
Licenses and Permits	83,865	54,603	71,150	65,200
Fines and Other Revenues	222,505	360,546	161,600	155,100
Interfund Transfers	238,549	286,069	162,600	234,500
State and Federal Aid	<u>4,967,939</u>	<u>5,343,210</u>	<u>5,894,635</u>	<u>6,509,589</u>
<b>Other Revenues Sub-Total</b>	24,922,846	26,550,033	27,716,545	30,456,234
Beginning Fund Balance	7,982,229	9,247,993		
Appropriated Fund Balance			2,000,000	110,000
Appropriated Reserve Fund Balance			205,000	35,000
Real Property Taxes	<u>9,032,160</u>	<u>8,280,453</u>	<u>6,809,651</u>	<u>6,988,172</u>
<b>Total Revenues</b>	<b>\$41,937,235</b>	<b>\$44,078,479</b>	<b>\$36,731,196</b>	<b>\$37,589,406</b>

Fiscal Year: 2008-09  
 Department: General Fund  
 Account Code: Taxes and Penalties  
 Function: Revenues



	2005-06	2006-07	2007-08	2008-09
Taxes and Penalties	ACTUAL	ACTUAL	BUDGET	BUDGET
A1070 Excess on County Tax Levy	149,108	0	0	0
A1080 Fed. Pymt's in Lieu of Taxes	27,385	27,501	25,000	25,500
A1081 Other Pymt's in Lieu of Taxes	420,896	395,827	376,500	2,390,945
A1090 Interest/Penalties Property Tax	163,502	124,330	75,000	110,000
A1110 State Admin. Sales & Use Tax	13,454,172	14,159,944	15,570,000	15,750,000
A1130 Utilities Gross Receipts Tax	457,929	447,253	465,000	460,000
A1170 Franchises	<u>185,193</u>	<u>210,817</u>	<u>330,000</u>	<u>350,000</u>
<b>Taxes and Penalties</b>	<b>14,858,185</b>	<b>15,365,672</b>	<b>16,841,500</b>	<b>19,086,445</b>

A1070 - Excess on County Tax - Section 115 of the City Charter allows the City to collect an additional amount of county tax to cover expenses to the City for preparing and collecting this tax.

A1080 - Federal Payments in Lieu of Taxes - Payments in lieu of taxes paid by the Watertown Housing Authority.

A1081 - Other Payments in Lieu of Taxes - Payments in lieu of taxes paid on various properties that are exempt from property taxes. They include the 801 Housing Projects, various apartment projects, and properties being financed through the Jefferson County Industrial Development Agency.

A1090 - Interest & Penalties on Real Property Taxes - Property owners who do not pay their taxes on time are assessed interest and penalties.

A1110 - State Administered Sales & Use Tax - Per agreement with Jefferson County, the City receives 28% of the three and three quarters percent county sales tax collected within the County.

A1130 - Utilities Gross Receipts Tax - Under General Municipal Law the City imposes a 1% tax on the gross receipts of utility company sales for gas, electric and telephone.

A1170 - Franchises - The City receives 5% of the gross revenue earned by the cable TV company from its subscribers in the City.

**Fiscal Year: 2008-09**  
**Department: General Fund**  
**Account Code: Departmental Revenues**  
**Function: Revenues**



Departmental Revenues	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
A1235 Tax Sale Advertising	12,641	9,281	7,500	8,000
A1240 Comptroller's Fees	9,264	10,160	9,500	10,000
A1250 Assessor's Fees	267	712	250	500
A1255 Clerk Fees	90,209	105,605	95,000	100,000
A1260 Civil Service Fees	1,090	1,861	1,500	2,000
A1520 Police Fees	3,097	10,322	7,500	4,000
A1710 Public Works Fee	75,522	86,201	70,000	75,000
A1715 DPW Charges - Fuel	21,872	23,011	20,000	44,000
A1750 Bus Fares	88,005	94,096	90,000	95,000
A1751 Bus Advertising	4,923	3,087	6,000	5,000
A1770 Airport Fees and Rentals	28,928	0	0	0
A2001 Park & Recreation Charges	2,654	9,667	5,000	7,500
A2012 Recreation Concessions	39,643	43,860	38,000	45,000
A2025 Special Rec. Fac. Charges	10,659	12,675	10,000	17,000
A2026 Pool Fees	325	714	500	500
A2030 Arena Fees	114,498	92,181	100,000	105,000
A2065 Skating Rink Charges	53,456	52,779	51,200	53,000
A2110 Zoning Fees	2,300	2,700	2,000	2,000
A2130 Refuse and Garbage Charges	493,140	542,200	500,000	510,000
A2135 Refuse and Garbage Totes	98,825	110,098	125,000	170,000
A2150 Sale of Surplus Power	<u>2,449,038</u>	<u>3,201,606</u>	<u>2,875,000</u>	<u>2,800,000</u>
<b>Departmental Revenues</b>	<b>3,600,356</b>	<b>4,412,816</b>	<b>4,013,950</b>	<b>4,053,500</b>

A1235 - Tax Sale Advertising - Advertising and lien search fees paid by property owners with delinquent taxes.

A1240 - Comptroller's Fees - The revenue derived is received from the fee the City is allowed to charge for processing returned checks.

A 1250 - Assessor's Fees - Fees for copies of property record cards and sales reports.

A1255- Clerk Fees - Fees for certified copies of birth certificates, death certificates and marriage licenses.

A1260 - Civil Service Fees - City share of Civil Service exam fees

A1520 - Police Fees - The Police Department charges fees for copies of accident reports and for fingerprinting. A fee is charged to anyone, other than a city police officer, who is receiving formal training at the City's Police Academy.

A1710 - Public Works Services - Charges for services such as mowing and refuse clean-up performed by DPW, at properties whose owner is in violation of the municipal code.

A1715 - DPW Charges - Fuel - Charges to the school district for purchase of fuel.

A1750 - Bus Fares - Passengers riding the City bus system pay a fee each time they ride, or may purchase a book of passes.

A1751 - Bus Advertising - Revenue received from advertising on City buses

A1770 - Airport Fees and Rentals - Revenue consist of rental fees paid for the use of space at the airport by the Fixed Base Operator, car rental agencies, and the FAA, landing fees, commissions from fuel sales and concessions.

A2001 - Park and Recreation Charges - The Recreation Department charges roster fees for men's softball leagues, and there is a parking fee paid by patrons attending professional baseball and other events at the Fairgrounds.

A2012 - Recreation Concessions - The revenue consists of fees paid by professional baseball to use the Fairgrounds, lease of the Arena concession stand, and skate sharpening and rentals at the Ice Arena.

A2025 - Special Rec. Facility Charges - Lease payments from Ultimate Goal.

A2026 - Pool Fees - Fee paid by non-residents to use the City pools.

A2030 - Arena Fees - The Recreation Department charges for rental of ice time at the arena and for rental of the arena and Fairground facilities.

A2065 - Skating Rink Charges - This is the charge for public skating at the Fairgrounds Ice Arena

A2110 - Zoning Fees - The Municipal Code provides for fees to be charged for matters brought before the Zoning Board of Appeal.

A2130 - Refuse and Garbage Charges - This is the revenue derived from the sale of the City's refuse bag stickers.

A2135 - Refuse and Garbage Totes - This is the revenue derived from the rental of the City's tote bins for refuse and garbage disposal.

A2150 - Sale of Surplus Power - Under the terms of a 40 year agreement with Niagara Mohawk, the power company purchases all of the excess power the City produces at its hydroelectric power plant.

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Intergovernmental Revenues  
**Function:** Revenues



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Intergovernmental Revenues</b>				
A2210 Taxes/ Assest. Srv Other Gov.	4,526	4,511	4,230	4,500
A2220 Civil Service Charge School Dist.	19,850	22,066	17,000	24,000
A2260 Police Services	10,586	12,289	77,000	66,000
A2300 Transportation, Other Governments	384,561	0	0	0
A2389 Misc. Revenues, Other Govts	<u>100,000</u>	<u>2,000</u>	<u>0</u>	<u>0</u>
<b>Intergovernmental Revenues</b>	<b>519,523</b>	<b>40,866</b>	<b>98,230</b>	<b>94,500</b>

A2210 - Tax & Assessment Services for Other Governments - The City Assessor's Department prepares the tax roll and tax bills for the Watertown City School District. The District pays a fee for this service.

A2220 - Civil Service Charges for School District - Based upon the ratio of total employees at the City, and the School District, the District reimburses the City for its share of operating the Civil Service Department.

A2260 - Police Services - Jefferson County reimburses the City for expenses incurred by the Police Department (salary, overtime, fuel, maintenance) for participating in the STOP-DWI program. The Watertown City School District reimburses the City for costs related to a School Resource Officer.

A2300 - Transportation, Other Governments - Revenue received from Jefferson County to reimburse the City for the operating costs of the Watertown International Airport

A2389 - Misc. Revenues, Other Governments - Revenue received from the Development Authority of the North Country in support of the Cloverdale demolition costs

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Uses of Money and Property  
**Function:** Revenues



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Use of Money and Property</b>				
A2401 Interest and Earnings	404,117	663,872	445,000	230,000
A2410 Rental of Real Property	<u>27,807</u>	<u>22,379</u>	<u>27,880</u>	<u>27,400</u>
<b>Use of Money and Property</b>	<b>431,924</b>	<b>686,251</b>	<b>472,880</b>	<b>257,400</b>

A2401 - Interest and Earnings - Revenue derived from the investment of city funds through certificates of deposits, savings accounts and the purchase of government securities.

A2410 - Rentals of Real Property - Revenue is received from the rental of land to the Watertown Golf Course, rental of office space to the Watertown Wizards, the City's health insurance administrator, and water and sewer administration at City Hall.

**Fiscal Year: 2008-09**  
**Department: General Fund**  
**Account Code: Licenses and Permits**  
**Function: Revenues**



Licenses and Permits	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
A2501 Business/Occupational Lic.	4,861	6,196	6,000	6,000
A2530 Games of Chance Licenses	109	100	150	200
A2540 Bingo Licenses	4,329	3,998	4,500	4,000
A2555 Building & Alteration Permits	70,698	37,494	55,000	50,000
A2560 City Permits	263	1,785	1,500	1,000
A2565 Plumbing Permit	250	250	0	0
A2590 Sanitary Sewer Permit	3,045	3,980	3,000	3,500
A2591 Storm Sewer Permit	<u>310</u>	<u>800</u>	<u>1,000</u>	<u>500</u>
<b>Licenses and Permits</b>	<b>83,865</b>	<b>54,603</b>	<b>71,150</b>	<b>65,200</b>

A2501 - Business and Occupation Licenses - The City receives revenue from the sale of bicycle, taxi cab and plumbing licenses.

A2530 - Games of Chance Licenses - The City's share of the profit and license fee.

A2540 - Bingo Licenses - The City's share of the profit and license fee.

A2555 - Building & Alterations Permits - As provided by the Municipal Code the Code Enforcement Officer requires payment for the issuance of permits for new construction and remodeling, etc.

A2560 - City Permits - The Municipal Code allows the City to charge a fee for curb and pavement cuts.

A2565 - Plumbing Permits - The plumbing permit fee and fixture fee for inspecting internal plumbing.

A2590 - Sanitary Sewer Permits - The administrative fee and connection and disconnect fee for sanitary sewer hook-ups.

A2591 - Storm Sewer Permits - The administrative fee and connection and disconnect fee for storm sewer hook-ups.

**Fiscal Year: 2008-09**  
**Department: General Fund**  
**Account Code: Fines and Other Revenues**  
**Function: Revenues**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Fines and Other Revenues</b>				
A2610 Fines & Forfeited Bail	104,186	87,376	100,000	90,000
A2650 Scrap & Excess Material Sale	3,661	3,798	3,000	4,000
A2655 Minor Sales	153	86	100	100
A2660 Sale of Real Property	40,238	0	15,000	10,000
A2665 Sale of Equipment	12,649	2,500	0	2,500
A2680 Insurance Recoveries	32,564	74,775	30,000	30,000
A2690 Other Compensation for Loss	8,760	0	0	0
A2701 Refund of Prior Year Expense	6,929	181,004	5,000	7,500
A2705 Gifts & Donations	6,245	10,540	7,500	10,000
A2770 Other Unclassified Revenues	<u>7,120</u>	<u>467</u>	<u>1,000</u>	<u>1,000</u>
<b>Fines and Other Revenue</b>	<b>222,505</b>	<b>360,546</b>	<b>161,600</b>	<b>155,100</b>

A2610 - Fines and Forfeited Bail - Parking ticket revenue is credited to this account, along with fines received from the City Court.

A2650 - Scrap & Excess Material Sales - Bicycle auctions and sale of excess scrap provide the revenue for this account.

A2655 - Minor Sales - The sale of engineering maps and other items sold by various departments.

A2660 - Sale of Real Property - This account is credited with the revenue received from the sale of city owned property.

A2665 - Sale of Equipment - Revenue received from sale of City equipment

A2680 - Insurance Recoveries - Damages to City property and vehicles is reimbursed by the insurance company of those at fault.

A2690 - Other Compensation for Loss - Revenue received for miscellaneous losses not covered through insurance claims

A2701 - Refund of Prior Years Expense - On occasion the City receive a refund for an expenditure that was paid for in a prior year.

A2705 - Gifts and Donations - Gifts and donations received by the City.

A2770 - Other Unclassified Revenues - Recorded in this account are revenues from sources that a specific code has not been provided.

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Interfund Transfers  
**Function:** Revenues



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Interfund Transfers</b>				
A2802 Central Printing and Mailing	2,310	2,225	2,500	2,500
A2803 Central Garage	71,374	91,175	75,000	138,000
A5031 Interfund Transfers	<u>164,865</u>	<u>192,669</u>	<u>85,100</u>	<u>94,000</u>
<b>Interfund Revenues</b>	<b>238,549</b>	<b>286,069</b>	<b>162,600</b>	<b>234,500</b>

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A2802 Central Printing & Mailing Interfund Charges - Charges to funds, other than the General Fund, for postage and office supplies used.

A2803 - Central Garage - Interfund billing to the Water and Sewer Funds.

A5031- Interfund Transfers - Contributions from the Debt Service and Mandatory Reserve Funds.

**Fiscal Year: 2008-09**  
**Department: General Fund**  
**Account Code: State and Federal Aid**  
**Function: Revenues**



<b>State and Federal Aid</b>	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
A3001 State Aid, Per Capita	3,582,234	4,445,957	4,757,175	5,090,177
A3004 State Aid, RPTL	0	42,150	42,295	0
A3005 State Aid, Mortgage Tax	565,311	425,352	425,000	500,000
A3040 State Aid, STAR	4,814	11,300	5,000	5,000
A3088 State Aid, Other	1,560	9,704	2,265	0
A3089 State Reimb. Workers' Comp.	78,402	78,705	75,000	80,000
A3330 State Reimb. Court Security	27,512	35,042	25,000	25,500
A3331 State Reimb. Court Postage	6,699	3,580	7,000	1,752
A3589.3 State Mass.Trans. Assist.	172,424	149,691	155,000	160,000
A3820 State Aid, Youth Program	12,128	11,460	12,000	12,494
A3821 State Aid, Juvenile Program	7,308	7,179	7,000	7,616
A3989 State Aid, Home & Community Service	16,702	6,250	106,900	73,650
A3995 State Aid, Code Enforcement	300,000	0	0	0
A4089 Fed Aid, Other	52,180	0	0	0
A4389 Fed Aid, Public Safety	39,104	675	0	293,400
A4510 Fed. Aid, Highway Safety	5,761	9,765	7,000	8,000
A4589.4 Federal Transportation Assist.	95,800	106,400	98,700	108,800
A4989 Fed. Aid-Home & Community Service	<u>0</u>	<u>0</u>	<u>169,300</u>	<u>143,200</u>
<b>State &amp; Federal Aid</b>	<b>4,967,939</b>	<b>5,343,210</b>	<b>5,894,635</b>	<b>6,509,589</b>

A3001 - State Aid, Per Capita - This is general revenue sharing provided to localities by the State of New York.

A3004 - State Aid, Real Prop. Tax Law - New York State provides maintenance aid to localities meeting state requirements for assessment administration.

A3005 - State Aid, Mortgage Tax - For each mortgage recorded on property located

within the City we receive 1/2% tax as our share.

A3040 - State Aid, STAR - Maintenance aid received to offset the cost of administering the State Tax Relief Program.

A3088 - State Aid, Other - Miscellaneous State Aid

A3089 - State Reimb., Worker's Compensation - The State reimburses the City for certain worker's compensation expenses incurred by the City.

A3330 - State Reimb., Court Security - The City is reimbursed for the space provided to the State Court system.

A3331 - State Reimb., Court Postage - The Court system reimburses the City for office materials supplied and for telephone expense.

A3589.3 - State Mass Transportation Assist. - The City receives operating assistance from the NYS - DOT for the City bus system and paratransit system. Reimbursement is based on number of passengers carried and miles driven.

A3820 - State Aid , Youth Program - The State Division for Youth provides assistance for the Recreation Department based on services they provide.

A3821 - State Aid, Juvenile Program - The State Division for Youth provides assistance for the Police Department based on services they provide.

A3989 State Aid, Other Home & Community Service - Grant proceeds from the New York State Department of State for Brownfield related project costs

A3995 - State Aid, Code Enforcement - Cloverdale demolition costs

A4089 Federal Aid, Other - FAA Reimbursement for LEO services as Airport

A4389 - Fed. Aid, Police Block Grant - Grants for bullet proof vests, computers, etc.

A4589.4 - Federal Transportation Assistance - The City receives a lump sum amount from the federal government for the City bus system and paratransitsystem. The funds are for operating assistance or for capital expenditures.

A4989 - Fed. Aid - Other Home & Community Service - Grant funds received from the Environmental Protection Agency for Brownfield project costs

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Real Property Taxes  
**Function:** Revenues



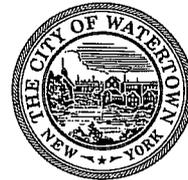
	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Real Property Taxes</b>				
A1001 Real Property Taxes	8,959,898	8,255,773	6,909,651	7,117,638
A1030 Special Assessments	0	11,894	0	10,534
A1050 Real Property Tax Reserve	<u>72,262</u>	<u>12,786</u>	<u>(100,000)</u>	<u>(140,000)</u>
<b>Real Property Taxes</b>	<b>9,032,160</b>	<b>8,280,453</b>	<b>6,809,651</b>	<b>6,988,172</b>

A1001 - Real Property Taxes - Real property taxes are assessed on all residential, commercial and industrial property located within the City. Under the law certain properties are tax exempt, ie: school, churches, government buildings.

A1030 - Special Assessments - Installment interest received on the special assessment sidewalk program.

A1050 - Real Property Tax Reserve - Deferred tax revenue to be collected at a later date is recorded in this account.

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Expenses  
**Function:** General Fund Expense Summary



<b>EXPENDITURES</b>	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
Legislative Board	37,095	41,784	43,867	64,636
City Court	176	-	-	-
Mayor	18,963	18,554	26,287	26,229
Municipal Executive	513,387	546,885	549,088	592,200
Comptroller Department	411,977	422,934	491,073	481,922
Purchasing Department	115,586	110,615	111,964	117,715
Assessment Department	233,083	245,239	250,062	253,004
Tax Advertising Expenses	13,312	10,390	14,000	13,500
Exp. Property Acquired	642,914	3,184	55,000	54,500
Fiscal Agent Fees	6,321	4,981	4,300	3,500
Clerk	181,932	208,756	184,539	199,214
Law	200,694	205,222	194,600	198,500
Civil Service	54,675	60,757	59,628	117,346
Engineering	642,924	561,437	776,046	819,072
Elections	23,249	-	-	-
DPW Summary	4,230,422	4,357,112	4,779,763	5,165,941
City Municipal Building	170,095	194,357	287,536	209,018
Central Printing & Mailing	76,173	85,936	93,400	86,650
Information Technology	261,555	302,224	415,558	497,582
Judgments & Claims	-	-	10,000	26,000
Purchase of Land	-	-	40,000	-
Real Property Taxes	54,704	45,134	31,950	31,500
Contingent	-	-	277,365	297,833
Police Department	6,095,195	6,358,928	6,845,726	7,097,599
Fire Department	6,841,265	7,163,414	7,512,927	8,170,940
Control of Animals	85,457	86,230	85,382	85,382
Code Enforcement	265,742	292,288	494,074	369,915
Hydroelectric Production	276,847	303,204	296,600	350,200
Traffic Control and Lighting	729,171	800,675	796,487	863,723
Airport	356,143	3,348	-	-
Bus Operations	591,136	621,218	649,571	736,305
City Parking Facilities	34,460	35,090	87,456	39,885
CAPC	45,000	45,000	50,000	52,000
Publicity	422	662	5,000	5,000
Economic Development	30,000	30,000	15,000	5,000
Parks & Recreation	1,026,549	1,093,805	1,218,429	1,285,748
Historian	570	2,206	1,000	1,000

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** Expenses  
**Function:** General Fund Expense Summary



	<b>2005-06</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
Zoning	2,196	2,100	4,000	4,000
Planning	45,986	33,614	345,150	284,575
Workers' Compensation	97,069	131,611	100,000	70,000
Unemployment Insurance	9,043	4,768	9,150	8,000
Health Insurance, Retirees	2,299,213	2,480,425	2,966,520	3,158,534
Compensated Absences	6,654	20,353	-	-
General Liability Reserve	50,000	25,000	25,000	25,000
Transfer to Library	804,036	921,894	931,747	924,380
Transfer to Capital Reserve	300,000	300,000	-	-
Compensation Reserve	-	-	-	-
Transfer Capital Fund	968,666	866,604	1,430,500	568,000
Black River Trust Reserve	10,000	10,000	10,000	10,000
Debt	<u>3,830,392</u>	<u>4,021,472</u>	<u>4,155,451</u>	<u>4,218,358</u>
<b>Total Expenditures</b>	<b>32,690,449</b>	<b>33,079,410</b>	<b>36,731,196</b>	<b>37,589,406</b>

**Fiscal Year:** 2008-09  
**Department:** Legislative Board  
**Account Code:** A1010  
**Function:** General Government Support



**Description:** The City Council is responsible for establishing the overall policies of the City, enactment of Ordinances, Local Laws and Resolutions governing the City including the annual adoption of the Budget. The Council deals with legislative matters as a body and its policy decisions are implemented through the office of the City Manager. The general goals of the City Council are to establish legislative policies of the City, adopt and amend the City Code as necessary for the proper management of the City Government, and appropriate municipal resources and set tax and utility rates for the provision of public services.

#### **2007-08 Accomplishments**

- ✓ Continued supporting efforts that focus on the development of the Black River and development of additional recreational venues.
- ✓ Supported continuing efforts to address housing needs and quality of life issues, so that Watertown becomes the "community of choice" for new and existing residents, i.e. infill housing, adaptive reuse, recreational facility development, childcare needs, infrastructure and public safety.
- ✓ Work proactively with the Town of Watertown and supported the submission of a Shared Municipal Services Grant Application.

#### **2008-09 Goals and Objectives**

- Work with City staff to expand services provided to residents including transit operations and curb side bulk pickup.
- Focus on rehabilitation and expansion of existing recreational programs, facilities and amenities at the Alex T. Duffy Fairgrounds and Thompson Park.
- Work with Tree Watertown and city Staff to expand existing tree replacement program.

Fiscal Year: 2008-09  
 Department: Legislative Board  
 Account Code: A1010  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	30,000	30,000	30,000	48,000
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>48,000</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	284	756	5,750	5,750
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,858	6,297	3,500	2,750
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	250	250
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	<b>2,142</b>	<b>7,053</b>	<b>9,500</b>	<b>8,750</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	3,220	2,987	2,072	4,214
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	1,733	1,744	2,295	3,672
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>4,953</b>	<b>4,731</b>	<b>4,367</b>	<b>7,886</b>
<b>Department Total</b>	<b>37,095</b>	<b>41,784</b>	<b>43,867</b>	<b>64,636</b>

**Legislative Board**  
**City of Watertown**

**A1010**

<b>Personnel Services</b>	<b>2008-09 Budget</b>
110 Salaries	
Council Members	<u>\$48,000</u>
Total Personnel Services	<u>\$48,000</u>
<b>Operating Expenses</b>	
430 Contracted Services	
Broadcasting of Meetings	5,400
Watertown Daily Times Ads	350
450 Miscellaneous	
Travel and Training	2,250
Membership Dues	500
460 Materials and Supplies	
Resolutions/Ordinances, Business Cards, Letterhead	<u>\$250</u>
Total Operating Expenses	<u>\$8,750</u>
<b>Fringe Benefits</b>	
810 New York State Retirement	\$4,214
830 Social Security Expense	<u>\$3,672</u>
Total Fringe Benefits	<u>\$7,886</u>
<b>TOTAL BUDGET</b>	<b>\$64,636</b>

Fiscal Year: 2008-09  
 Department: General Fund  
 Account Code: A1110, A1362, A1380, A1930,  
 A1940, A1950, A1990, A6310  
 Function: General Government Support



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
A1110 City Court	176	0	0	0
A1362 Tax Advertising Exp.	13,312	10,390	14,000	13,500
A1380 Fiscal Agent Fees	6,321	4,981	4,300	3,500
A1930 Judgments and Claims	0	0	10,000	26,000
A1940 Purchase of Land	0	0	40,000	0
A1950 Real Property Taxes	54,704	45,134	31,950	31,500
A1990 Contingent	0	0	277,365	297,833
A6310 CAPC	<u>45,000</u>	<u>45,000</u>	<u>50,000</u>	<u>52,000</u>
<b>TOTAL BUDGET</b>	<b>\$119,513</b>	<b>\$105,505</b>	<b>\$427,615</b>	<b>\$424,333</b>

A1110 - City Court - Represents the telephone expenses charged to the City Court. Reimbursement is received from NY State.

A1362 Tax Advertising Expenses - Expenses related to Tax Sale procedure. Expenses include lien searches, filing fees and advertising fees.

A1380 Fiscal Agent Fees - Expenses associated with payment of serial bond principal and interest to bond holders.

A1930 Judgments and Claims - Expenses associated with settlements in certiorari cases.

A1940 Purchase of Land- Expenses associated with the purchase of real property.

A1950 Real Property Taxes - Taxes on City owned property located outside corporate limits of the City.

A1990 Contingent - Projected salary increases for Management and CSEA employees; deferred compensation and a budgetary contingent amount.

A6310 Community Action Planning Council - Funding to CAPC for services provided to residents of the City.

**Fiscal Year:** 2008-09  
**Department:** Mayor  
**Account Code:** A1210  
**Function:** General Government Support



### **Description**

The Mayor is the head of the City Government and presides at all meetings of the City Council. A voting member of the Council, the Mayor represents the City at civic events and private-public occasions throughout the year.

The general goals of the Mayor are to provide leadership and promote teamwork by assisting the Council in establishing policies and coordinating Council activities. The Mayor also represents the City at local and state level events and private and public occasions with professionalism and dignity.

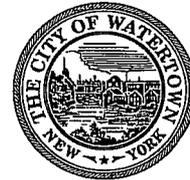
### **2007-08 Accomplishments**

- ✓ Worked on neighborhood quality of life projects including in-fill housing, river cleanup, ball fields, downtown development, School Resource Officer.
- ✓ Worked with the County and brought a resolution to the issues regarding emergency dispatch, in particular the double billing of city residents for what is a county-provided service.
- ✓ Demonstrated to the citizens the value of an expanding economy, by reducing the property tax burden.

### **2008-09 Goals and Objectives**

- Find ways to leverage the physical improvements to downtown to support the revitalization of at risk buildings like, the Woolworth Building and Masonic Temple.
- Identify ways to make the community a better place for those facing economic or physical challenges by improving bus service, and building recreational facilities that can be used by people of all ages.
- Continue to build upon our relationship with the Town of Watertown and develop a meaningful grant application for inter-municipal cooperation.
- Be cognizant of spending as the benefits of the sales tax agreement are absorbed into the budget, and our charge is to hold the line on property taxes in lieu of the higher taxes and revenue elsewhere.
- Work to see the individual goals of Council Members, particularly the two new ones, are given a fair hearing and a prospect for success.

Fiscal Year: 2008-09  
 Department: Mayor  
 Account Code: A1210  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	10,000	10,000	15,606	16,000
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	10,000	10,000	15,606	16,000
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	37	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	650	-	-	-
450 Miscellaneous	6,836	7,068	7,550	7,100
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	500	500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	7,523	7,068	8,050	7,600
<b>Fringe Benefits</b>				
810 New York State Retirement	1,058	1,131	1,437	1,405
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	382	355	1,194	1,224
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	1,440	1,486	2,631	2,629
<b>Department Total</b>	18,963	18,554	26,287	26,229

# Mayor

## City of Watertown

A1210

### Personnel Services

2008-09  
Budget

110	Salaries		
	Mayor		<u>\$16,000</u>
	Total Personnel Services		\$16,000

### Operating Expenses

450	Miscellaneous		
	Fees	100	
	NYCOM Membership	6,000	
	Travel Expenses	1,000	\$7,100
460	Materials and Supplies		
	Office Supplies		<u>\$500</u>
	Total Operating Expenses		\$7,600

### Fringe Benefits

810	NYS Retirement		\$1,405
830	Social Security Expense		<u>\$1,224</u>
	Total Fringe Benefits		\$2,629

**TOTAL BUDGET**

**\$26,229**

**Fiscal Year:** 2008-09  
**Department:** City Manager's Office  
**Account Code:** A1230  
**Function:** General Government Support



**Description:** The City Council appoints the City Manager who is responsible for the implementation of policies established by the Council and the general administration of City operations. In addition, the City Manager's office is responsible for labor relations, insurance and risk management, budgeting, financial analysis, grant management and inter-municipal relations. The City Manager, Planning and Community Development Coordinator, two full time and one part time Planner, Downtown Development Specialist, Confidential Assistant to the City Manager and one and a half Secretaries support this department's efforts. The goals of the City Manager are to lead the activities of the City, manage municipal resources for efficient operation of public services, present plans, reports and analyses to City Council and maintain the financial affairs of the City in both long term and short term perspectives.

#### **2007-08 Accomplishments**

- ✓ Worked on initiatives that provide City residents and the organization with long term stability i.e. researched and presented to proposal for review of the City's water and sewer rates, initiated employee classification and compensation review and started background work on Downtown strategic plan development.
- ✓ Initiated employee classification and compensation review which encompasses more than 170 City employees. This review will assist the City in its efforts to hire and retain quality employees.
- ✓ Completes updates to City's website which now provide taxpayers with better access to City services, departments and information.

#### **2008-09 Goals and Objectives**

- Work with community stakeholders on improvements to quality of life issues, development of downtown strategic plan, and improvements to quality of housing.
- Continue to work on initiatives that provide City and organization with long term stability i.e. employee classification and compensation review and City wide strategic plan development.
- Work with state and federal agencies to find ways to enhance the City's use of alternative energy sources that will provide long term savings to taxpayers.
- Continue to work with our Economic Development agencies to create a climate in Watertown that promotes development with a special focus on finding solutions for the vacant Woolworth Building and Masonic Temple.

Fiscal Year: 2008-09  
 Department: City Manager's Office  
 Account Code: A1230  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	296,640	331,352	331,065	365,415
120 Clerical	41,432	42,954	42,450	45,254
130 Wages	-	-	-	-
140 Temporary	21,371	19,924	24,000	24,400
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>359,443</b>	<b>394,230</b>	<b>397,515</b>	<b>435,069</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	373	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	4,372	1,301	13,225	8,725
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	27,692	26,029	22,500	17,850
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	1,113	847	1,000	1,000
465 Equipment < \$5,000	799	-	-	-
<b>Total Operating Expenses</b>	<b>34,349</b>	<b>28,177</b>	<b>36,725</b>	<b>27,575</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	52,162	51,696	34,400	37,696
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	26,293	28,725	30,486	33,283
840 Workers' Compensation	-	-	-	-
850 Health Insurance	41,140	44,057	49,962	58,577
<b>Total Fringe Benefits</b>	<b>119,595</b>	<b>124,478</b>	<b>114,848</b>	<b>129,556</b>
<b>Department Total</b>	<b>513,387</b>	<b>546,885</b>	<b>549,088</b>	<b>592,200</b>

**Municipal Executive**  
**City of Watertown**

**A1230**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	City Manager	97,850	
	Planning and Community Development Coordinator	61,830	
	Planner(2 1/2) Planner	111,645	
	Conf. Asst. to City Manager	47,045	\$365,415
120	Clerical		
	Confidential Secretary City Mgr.		\$45,254
140	Temporary		
	Stenographic Secretary (part time)	18,000	
	Intern	6,400	<u>\$24,400</u>
	<b>Total Personnel Services</b>		<b>\$435,069</b>

**Operating Expenses**

430	Contracted Services		
	Federal Express Services	150	
	USDA Crow Dispersal	8,575	\$8,725
450	Miscellaneous		
	Travel and Training, Seminars	7,050	
	City-Wide Training	4,500	
	Membership/Organizational Dues	2,800	
	Publications	1,750	
	Miscellaneous Travel	1,750	\$17,850
460	Materials and Supplies		
	Letterhead, Envelopes, Forms		<u>\$1,000</u>
	<b>Total Operating Expenses</b>		<b>\$27,575</b>

**Fringe Benefits**

810	New York State Retirement		\$37,696
830	Social Security Expense		\$33,283
850	Health Insurance		<u>\$58,577</u>
	<b>Total Fringe Benefits</b>		<b>\$129,556</b>

**TOTAL BUDGET**

**\$592,200**

**Fiscal Year:** 2008-09  
**Department:** Comptroller's Department  
**Account Code:** A1315  
**Function:** General Government Support



**Description:** The City Comptroller is the Chief Fiscal Officer of the City; the custodian of all City funds. The Comptroller's Office is responsible for general accounting functions, which includes processing of all revenues, accounts payable, payroll and financial reporting to state and federal agencies. This office is in charge of investing City funds, borrowing for debt, and the parking violations bureau. The City Comptroller is charged with collection of all City, County and delinquent School property taxes, special assessments, and water and sewer charges. Annually the Comptroller is required to conduct a Tax Sale to allow for collection of delinquent property taxes. The office is currently staffed with a total of seven employees. The Comptroller's Office is highly utilized by the taxpayers of the City, and the public in general. Continuing to provide all of our customers with professional and courteous service is the main objective.

#### **2007-08 Accomplishments**

- ✓ Worked with an actuarial firm to determine the City's annual cost and liability of providing post retirement health insurance to comply with GASB Statement No. 45 – "Financial Reporting for Post-employment Benefits Other Than Pension Plans".
- ✓ Installed new accounts receivable module as part of the City's financial software system to track Community Development Block Grant loans.
- ✓ Issued bond anticipation note (\$4,165,000) and serial bond (\$7,345,000) to finance various capital projects

#### **2008-09 Goals and Objectives**

- Analyze and determine a financing plan the actuarial analysis obtained from the implementation of GASB Statement No. 45 – "Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pension Plans."
- Monitor any Governmental Accounting Standards Board (GASB) technical bulletins, exposure drafts or statements for effect on the City's financial reporting.
- Select and implement new Parking Ticket Management system.

Fiscal Year: 2008-09  
 Department: Comptroller's Department  
 Account Code: A1315  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	134,652	138,253	139,635	146,394
120 Clerical	134,354	133,810	135,114	138,038
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	809	4,659	4,000	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	269,815	276,722	278,749	289,432
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	39,000	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	39,000	-
<b>Operating Expenses</b>				
410 Utilities	254	-	-	-
420 Insurance	3,659	1,027	1,030	1,027
430 Contracted Services	13,558	11,890	10,100	26,775
440 Fees Non Employees	21,765	22,002	39,000	30,525
450 Miscellaneous	11,545	12,562	20,950	20,060
455 Dept. Vehicle Expense	55	13	50	100
460 Materials and Supplies	2,067	3,174	3,675	3,650
465 Equipment < \$5,000	1,903	556	2,500	4,000
Total Operating Expenses	54,806	51,224	77,305	86,137
<b>Fringe Benefits</b>				
810 New York State Retirement	26,792	26,688	25,673	25,464
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	19,658	20,115	21,324	22,141
840 Workers' Compensation	-	-	-	-
850 Health Insurance	40,906	48,185	49,022	58,748
Total Fringe Benefits	87,356	94,988	96,019	106,353
<b>Department Total</b>	<b>411,977</b>	<b>422,934</b>	<b>491,073</b>	<b>481,922</b>

**Comptroller's Department**  
**City of Watertown**

**A1315**

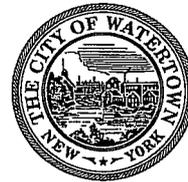
<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries	
	City Comptroller	79,165
	Accounting Supervisor	50,077
	Accountant (Part time)	17,152
		<b>\$146,394</b>
120	Clerical	
	Principal Account Clerk	37,287
	Sr. Account Clerk Typist (3)	100,751
		<b>\$138,038</b>
150	Overtime	<u>\$5,000</u>
	Total Personnel Services	<b>\$289,432</b>
<b>Operating Expenses</b>		
420	Insurance	<b>\$1,027</b>
430	Contracted Services	
	Repairs, Office Equip.	550
	Advertising - Tax Collections	175
	NES - unemployment services	1,800
	KVS services	1,000
	Parking Ticket Management	22,000
	Fixed Asset Software Maint.	1,250
		<b>\$26,775</b>
440	Fees, Non Employees	
	Single Audit	25,525
	Actuarial Services	5,000
		<b>\$30,525</b>
450	Miscellaneous	
	Travel and Training, Seminars	5,000
	Dues and Publications	2,960
	Bank Fees	12,000
	Shipping	100
		<b>\$20,060</b>
455	Vehicle Expenses	
	Central Garage gas charges	\$100
460	Materials and Supplies	
	Letterhead, Envelopes	1,500
	Checks, 1099s, W-2s	2,150
		<b>\$3,650</b>
465	Equipment < \$5,000	
	KVS software- ACH payments	2,200
	Miscellaneous Office Equipment	1,800
		<u>\$4,000</u>
	Total Operating Expenses	<b>\$86,137</b>

**Fringe Benefits**

810	New York State Retirement	\$25,464
830	Social Security Expense	\$22,141
850	Health Insurance	<u>\$58,748</u>
	Total Fringe Benefits	\$106,353

**TOTAL BUDGET** **\$481,922**

**Fiscal Year:** 2008-09  
**Department:** Purchasing Department  
**Account Code:** A1345  
**Function:** General Government Support



**Description:** The Purchasing Department consists of the Purchasing Agent and one Account Clerk Typist. Its primary role is to operate and maintain a Decentralize Purchasing Program with the various City departments in accordance with the rules and guidelines as set forth under NYSGML 103. The objective of the department is to support the various services provided by the City's departments as well as to ensure the prudent and economical use of the public's money for the purchase of maximum quality at the most economical cost, and to guard against favoritism, improvidence, fraud and corruption. This Department administers the bidding process and in the past fiscal year oversaw 15 Sealed Bids, reviewed 10,500 request for purchase, 9 Request For Proposals and 10 Request for Quotations.

**2007-08 Accomplishments:**

- ✓ Developed criteria for the disposal of surplus equipment through public auction, donation, or trade-in.
- ✓ Implement telephone rate structure to utilize city's new call accounting system for proper allocation of departmental telephone expense.
- ✓ Survey other municipal agency's policies and procedures for their credit card use.

**2008-09 Goals and Objectives:**

- Continue to provide professional training of Purchasing staff through the attendance at seminars or workshops.
- Implement a return goods policy /procedure for the return of goods to vendor, for credit or repair, to ensure delivery to the proper location..
- Investigate the advantages of utilizing vehicle rental agencies for business travel in lieu of mileage reimbursement for private vehicle use.
- Continue to work with IT to develop telephone rate structure that utilizes City's call accounting system.

Fiscal Year: 2008-09  
 Department: Purchasing Department  
 Account Code: A1345  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	59,500	61,686	60,275	64,257
120 Clerical	27,297	25,399	27,330	28,567
130 Wages		-		
140 Temporary		-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>86,797</b>	<b>87,085</b>	<b>87,605</b>	<b>92,824</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	105	-	-	-
420 Insurance		-	-	-
430 Contracted Services	60	-	-	-
440 Fees Non Employees	150	-	-	-
450 Miscellaneous	1,215	469	1,700	1,325
455 Dept. Vehicle Expense	28	24	-	-
460 Materials and Supplies	464	812	500	500
465 Equipment < \$5,000	56	-	-	-
<b>Total Operating Expenses</b>	<b>2,078</b>	<b>1,305</b>	<b>2,200</b>	<b>1,825</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	9,225	8,723	8,068	8,173
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	6,473	6,612	6,702	7,101
840 Workers' Compensation	-	-	-	-
850 Health Insurance	11,013	6,890	7,389	7,792
<b>Total Fringe Benefits</b>	<b>26,711</b>	<b>22,225</b>	<b>22,159</b>	<b>23,066</b>
<b>Department Total</b>	<b>115,586</b>	<b>110,615</b>	<b>111,964</b>	<b>117,715</b>

**Purchasing Department**  
**City of Watertown**

**A1345**

<b>Personnel Services</b>	<b>2008-09 Budget</b>
110 Salaries	
Purchasing Agent	\$64,257
120 Clerical	
Account Clerk Typist	<u>\$28,567</u>
Total Personnel Services	\$92,824
<b>Operating Expenses</b>	
450 Miscellaneous	
Association Fees	200
Education/Travel & Training	1,125
Total	\$1,325
460 Materials and Supplies	
Office Supplies	<u>\$500</u>
Total Operating Expenses	\$1,825
<b>Fringe Benefits</b>	
810 New York State Retirement	\$8,173
830 Social Security Expense	\$7,101
850 Health Insurance	<u>\$7,792</u>
Total Fringe Benefits	\$23,066
<b>TOTAL BUDGET</b>	<b>\$117,715</b>

**Fiscal Year:** 2008-09  
**Department:** Assessment Department  
**Account Code:** A1355  
**Function:** General Government Support



**Description:** The primary function of the City Assessment Department is to provide on an annual basis equitable tax rolls along with City, School and County tax bills for all real property located within the City of Watertown. The office maintains inventory and values for over 9,000 parcels. The office processes over 800 property transfers annually requiring the review of deeds, and transfer documents. The office administers over 2,600 escrow accounts and 6,700 real property tax exemptions. 25,300 tax invoices are prepared annually, including the re-levying of delinquent water/sewer and DPW charges. Inventory data is collected and updated using building permit data and periodic area-wide inspections. This department also contracts with the Watertown City School District to produce and print their tax bills and rolls. The department is comprised of a staff of three; City Assessor, Real Property Appraiser and Real Property Tax Service Aide. The goals of the Assessment Department are to continue to produce an equitable assessment roll and provide quality resources for our community.

#### **2007-08 Accomplishments:**

- ✓ Oversaw the implementation of the City's real property information website. The new site allows for public access to current and historic assessment data, property photos and the ability to generate comparable sales and assessment reports.
- ✓ Enhanced efficiency of our exemption renewal process with the use of bar codes and scanning.
- ✓ Established and implemented a plan to maintain equity following our withdrawal from the annual assessment program.
- ✓ Developed a plan for the safeguarding of private information.

#### **2008-09 Goals and Objectives:**

- Fully implement our private information safeguarding procedures.
- Begin a process to document the department's procedures and processes.
- Continue staff development by participating in educational opportunities and working towards attainment of the Institute of Assessing Officers professional designation (IAO).
- Work with IT and Comptroller's office to develop new tax bill and implement escrow billing automation.

Fiscal Year: 2008-09  
 Department: Assessment Department  
 Account Code: A1355  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	53,057	55,138	55,120	58,760
120 Clerical	-	-	-	-
130 Wages	83,327	87,628	90,142	90,492
140 Temporary	-	236	4,260	-
150 Overtime	-	4,842	2,000	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	136,384	147,844	151,522	151,252
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	2,000	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	2,000	-
<b>Operating Expenses</b>				
410 Utilities	166	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	1,483	6,355	3,570	3,400
440 Fees Non Employees	38,453	34,182	35,000	40,000
450 Miscellaneous	9,658	9,361	7,170	7,020
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	3,759	3,294	1,600	1,800
465 Equipment < \$5,000	149	155	1,240	300
Total Operating Expenses	53,668	53,347	48,580	52,520
<b>Fringe Benefits</b>				
810 New York State Retirement	14,170	12,902	13,563	13,301
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	10,173	11,074	11,591	11,571
840 Workers' Compensation	-	-	-	-
850 Health Insurance	18,688	20,072	22,806	24,360
Total Fringe Benefits	43,031	44,048	47,960	49,232
<b>Department Total</b>	<b>233,083</b>	<b>245,239</b>	<b>250,062</b>	<b>253,004</b>

**Assessment Department**  
**City of Watertown**

**A1355**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries City Assessor	\$58,760
130	Wages Real Property Appraiser	51,289
	Real Property Tax Service Aide	39,203
150	Overtime	<u>\$2,000</u>
	<b>Total Personnel Services</b>	<b>\$151,252</b>

**Operating Expenses**

430	Contracted Services Advertising Expenses	150	
	Repairs to Equipment	500	
	SDG link Maintenance	1,000	
	Data Processing Service (RPS)	1,750	\$3,400
440	Fees, Non Employees Legal and Appraisals Services		\$40,000
450	Miscellaneous Travel, Training, Dues	1,300	
	Postage	4,700	
	Mileage	500	
	Manuals	520	\$7,020
460	Materials and Supplies Tax Bills & Notices	1,700	
	Office Supplies	100	\$1,800
465	Equipment < \$5,000 Shredder		<u>\$300</u>
	<b>Total Operating Expenses</b>		<b>\$52,520</b>

**Fringe Benefits**

810	New York State Retirement	\$13,301
830	Social Security Expense	\$11,571
850	Health Insurance	<u>\$24,360</u>
	<b>Total Fringe Benefits</b>	<b>\$49,232</b>

<b>TOTAL BUDGET</b>	<b>\$253,004</b>
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**Fiscal Year:** 2008-09  
**Department:** Expenses on Property Acquired  
**Account Code:** A1364  
**Function:** General Government Support



**Description:** Charged to this account are expenses incurred in the managing of property taken over by foreclosure for delinquent real property taxes. Expenses include maintenance, repairs, insurance and demolition.

#### **2007-08 Accomplishments:**

- ✓ Completed asbestos abatement and demolition of structures at 207 S. Meadow Street.
- ✓ Completed asbestos abatement and demolition of property at 425 Court Street.
- ✓ Working with contractors on demolition and abatement of 129 Sherman Street and 848 Anne Street.

#### **2008-09 Goals and Objectives:**

- Continue to work aggressively to mitigate blight within the community through aggressive code enforcement, property acquisition and revitalization efforts and, as a final resort, demolition of properties acquired for non-payment of taxes.

Fiscal Year: 2008-09  
 Department: Expenses on Property Acquired  
 Account Code: A1364  
 Function: General Government Support

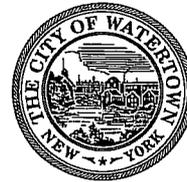


Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	23	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	23	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	1,051	252	3,000	2,000
430 Contracted Services	638,706	1,397	49,500	50,000
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	2,787	209	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	370	1,301	2,500	2,500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	642,914	3,159	55,000	54,500
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	2	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	2	-	-
<b>Department Total</b>	<b>642,914</b>	<b>3,184</b>	<b>55,000</b>	<b>54,500</b>

**Expenses on Property Acquired**  
**City of Watertown** **A1364**

<b>Personnel Services</b>	<b>2008-09</b>
<b>Operating Expenses</b>	<b>Budget</b>
420 Insurance	\$2,000
430 Contracted Services	
Asbestos Surveys, Demolition	
Disposal Cost, Equipment Rental	\$50,000
460 Materials and Supplies	<u>\$2,500</u>
Total Operating Expenses	\$54,500
 <b>TOTAL BUDGET</b>	 <b>\$54,500</b>

**Fiscal Year:** 2008-09  
**Department:** City Clerk's Office  
**Account Code:** A1410  
**Function:** General Government Support



**Description:** As prescribed by City Charter, the City Clerk serves as the custodian of the City Seal, the Registrar of vital statistics and the Clerk of the City Council. As such, the Clerk's office is responsible for recording all births and deaths which occur within the City limits, issuing various licenses such as marriage, bingo, games of chance, dog, etc., issuing certified copies of various records and disbursing license and permit fees to various government agencies. In addition, the office is a Passport Acceptance Agency. The City Clerk and both Deputy Clerks are authorized to perform marriages at City Hall. The City Clerk is also the City Historian and is responsible for the material housed in the Historian's Office. The Clerk's office is also responsible for the preparation and distribution of City Council meeting minutes and periodic revision of the Municipal Code, as authorized by Council. Besides the City Clerk, the office is staffed by two Deputy City Clerks. The City Clerk's Office will continue to operate in a highly professional and accurate manner. The staff will strive to provide quality service to the customers we serve, be it citizens of the area, other government agencies or departments within our City government structure.

**2007-08 Accomplishments:**

- ✓ Completed the entry of over 14,000 vital records into the computer system allowing for a quicker retrieval of birth documents from the early to mid 1900's.
- ✓ Performed 478 wedding ceremonies, issued 968 marriage licenses; 1605 birth certificates; 496 death certificates; 12,000 certified copies; answered over 300 genealogy requests; issued 1485 dog licenses and processed 326 passport applications.
- ✓ Prepared 1,192 pages of City Council Minutes.
- ✓ Assisted in the computer indexing of Historian records, and conducted historic information programs for various organizations.
- ✓ Helped facilitate the shredding of 3,300 pounds of obsolete paper from City Hall offices.

**2008-09 Goals and Objectives:**

- Increase our service to the public by expanding e-government services.
- Search for funding sources for rebinding of archival vital record books.
- Prepare SARA grant applications for a document scanning program to be used for all City Departments.
- Coordinate a twice yearly Records Cleanup Day.

Fiscal Year: 2008-09  
 Department: City Clerk's Office  
 Account Code: A1410  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	56,020	58,079	56,750	60,498
120 Clerical	64,913	64,687	66,560	70,957
130 Wages	-	-	-	-
140 Temporary	-	2,898	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>120,933</b>	<b>125,664</b>	<b>123,310</b>	<b>131,455</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	26,500	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>26,500</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	156	-	-	-
420 Insurance	300	302	302	302
430 Contracted Services	12,115	8,783	9,730	12,500
440 Fees Non Employees	500	-	-	-
450 Miscellaneous	2,040	235	1,300	1,150
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	715	682	500	750
465 Equipment < \$5,000	112	-	-	850
<b>Total Operating Expenses</b>	<b>15,938</b>	<b>10,002</b>	<b>11,832</b>	<b>15,552</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	12,677	12,217	11,357	11,589
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	8,823	9,180	9,433	10,056
840 Workers' Compensation	-	-	-	-
850 Health Insurance	23,561	25,193	28,607	30,562
<b>Total Fringe Benefits</b>	<b>45,061</b>	<b>46,590</b>	<b>49,397</b>	<b>52,207</b>
<b>Department Total</b>	<b>181,932</b>	<b>208,756</b>	<b>184,539</b>	<b>199,214</b>

**City Clerk**

**City of Watertown** **A1410**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries City Clerk	\$60,498
120	Clerical Deputy City Clerk (2)	<u>\$70,957</u>
Total Personnel Services		<u>\$131,455</u>

**Operating Expenses**

420	Insurance	\$302
430	Contracted Service Copier Maintenance & Lease	4,500
	Clerk Software Updates	2,500
	City Website Code Updates	500
	Code Supplements	5,000
450	Miscellaneous Education/Staff Training	750
	Membership Dues/Travel	400
460	Materials and Supplies Office Supplies	\$750
465	Equipment<\$5,000 Desk Chairs (3)	<u>\$850</u>
Total Operating Expenses		<u>\$15,552</u>

**Fringe Benefits**

810	New York State Retirement	\$11,589
830	Social Security Expense	\$10,056
850	Health Insurance	<u>\$30,562</u>
Total Fringe Benefits		<u>\$52,207</u>

**TOTAL BUDGET** **\$199,214**

**Fiscal Year:** 2008-09  
**Department:** Law  
**Account Code:** A1420  
**Function:** General Government Support



**Description:** Corporation Counsel is retained by the City Council to serve as legal advisor to the Mayor, the City Council, staff and any board or officer of the City, as well as defending and prosecuting all actions and proceedings brought by or against the city or by or against any of its officers. All contracts, legal documents and instruments are reviewed and/or prepared by the Corporation Counsel. Counsel provides interpretation of City Code, State and Federal laws. Legal opinions are provided as required. The City employs specialized counsel as the need occurs.

#### **2007-08 Accomplishments:**

- ✓ Aggressively defended claims against the City's Self Insured defense fund.
- ✓ Provided legal assistance to City Council, City Manager, and city boards and commissions, including Planning Board, Zoning Board of Appeals, Civil Service Commission and Ethics Board.
- ✓ Supported Planning Department's efforts to work with NYS under the ERP program to remediate brownfield sites within the city.

#### **2008-09 Goals and Objectives:**

- Continue to be responsive to Legislative and Administrative requests for legal opinions, advice and assistance.
- Maintain an aggressive stance in defending claims against the City's Self Insured defense fund.
- Continue to provide legal support for all City initiatives.
- Monitor changes in state laws in order to provide the City of Watertown with advice on impact of changes.

Fiscal Year: 2008-09  
 Department: Law  
 Account Code: A1420  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	-	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	196,720	201,824	190,600	194,000
450 Miscellaneous	3,974	3,398	4,000	4,500
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	<b>200,694</b>	<b>205,222</b>	<b>194,600</b>	<b>198,500</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	-	-	-	-
<b>Department Total</b>	<b>200,694</b>	<b>205,222</b>	<b>194,600</b>	<b>198,500</b>

**City of Watertown**

**Law**

**A1420**

		<b>2008-09 Budget</b>
<b>Operating Expenses</b>		
440	Fees, Non Employees	
	Slye and Burrows	180,000
	Bond Schoneck & King	4,000
	Lemery Greisler LLC	8,000
	Arbitrators, Stenographers, etc.	2,000
		<b>\$194,000</b>
450	Miscellaneous	
	Updates; Law Books	<u>\$4,500</u>
	Total Operating Expenses	<b>\$198,500</b>
<b>TOTAL BUDGET</b>		<b>\$198,500</b>

**Fiscal Year:** 2008-09  
**Department:** Civil Service  
**Account Code:** A1430  
**Function:** General Government Support



**Description:** The City of Watertown Civil Service Commission performs legislative, executive, and judicial functions: legislative when establishing rules having the force and effect of law; executive when administering the merit system, determining general policy, and establishing internal procedures; and judicial when considering and resolving appeals of Civil Service Law. The Civil Service Commission serves the City of Watertown, the Watertown City School District, and the Watertown Housing Authority with responsibility over 326 competitive, 173 non-competitive, 88 labor, 11 exempt, and 3 unclassified positions. The department is staffed with a full-time Executive Secretary.

### **2007-08 Accomplishments**

- ✓ Converted handwritten and manually typed employment histories for all employees of the City, Housing Authority, and City School District to electronic format (over 650 records). These histories are required by NYS Civil Service law.
- ✓ In collaboration with City Manager, researched possibilities of conducting a job classification/compensation study. Spoke with consulting firms and NYS Department of Civil Service. Presented plan to City Council and received approval to proceed. Met with department heads, employees and supervisors to explain the process and expectations. Questionnaire forms were distributed to 195 employees at the City and Library and 30 employees at the Housing Authority.
- ✓ In collaboration with City Fire Department, began recruitment efforts to obtain qualified candidates for the Firefighter examination scheduled in June. Attended job and career fairs.

### **2008-09 Goals and Objectives:**

- Complete job classification/compensation study. Update job specifications and hold examinations as needed.
- Develop automated personnel forms for use by Payroll and Civil Service. Hold training sessions for completion of these forms.
- Continue to enhance and expand information on Civil Service link on City's website.

**Fiscal Year:** 2008-09  
**Department:** Civil Service  
**Account Code:** A1430  
**Function:** General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	32,977	34,581	34,175	36,432
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	1,914	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	921	731	800	600
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>33,898</b>	<b>37,226</b>	<b>34,975</b>	<b>37,032</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	115	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	3,038	3,295	3,845	59,138
440 Fees Non Employees	640	1,183	950	400
450 Miscellaneous	1,063	1,965	1,775	1,700
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	413	650	400	400
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	<b>5,269</b>	<b>7,093</b>	<b>6,970</b>	<b>61,638</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	3,457	3,392	3,148	3,211
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,403	2,645	2,676	2,787
840 Workers' Compensation	-	-	-	-
850 Health Insurance	9,648	10,401	11,859	12,678
<b>Total Fringe Benefits</b>	<b>15,508</b>	<b>16,438</b>	<b>17,683</b>	<b>18,676</b>
<b>Department Total</b>	<b>54,675</b>	<b>60,757</b>	<b>59,628</b>	<b>117,346</b>

## Civil Service

City of Watertown

A1430

Personnel Services		2008-09 Budget
110	Salaries	
	Executive Secretary to Civil Service Commission	\$36,432
170	Out of Code - Exam Monitors	<u>\$600</u>
	Total Personnel Services	\$37,032
<b>Operating Expenses</b>		
430	Contracted Services	
	Advertising	150
	Classification and Comp. Study	55,000
	Software Maintenance Agrmnt	3,988
		\$59,138
440	Fees, Non Employees	
	Monitors for exams	\$400
450	Miscellaneous	
	Mileage reimbursement	400
	Membership Dues	150
	Travel and Training	650
	Business Fair and Career Fair	500
		\$1,700
460	Materials and Supplies	
	Printed Forms, Letterhead	<u>\$400</u>
	Total Operating Expenses	\$61,638
<b>Fringe Benefits</b>		
810	New York State Retirement	\$3,211
830	Social Security Expense	\$2,787
850	Health Insurance	<u>\$12,678</u>
	Total Fringe Benefits	\$18,676
<b>TOTAL BUDGET</b>		<b>\$117,346</b>

**Fiscal Year:** 2008-09  
**Department:** Engineering Department  
**Account Code:** A1440  
**Function:** General Government Support



**Description:** The City Engineering Department provides support to other City departments, including capital design (in-house or outside consultant), project management, property surveys, management of hydroelectric generation and development, and oversight of the Pollution Control Plant and Code Enforcement Office. In addition to the City Engineer, the department currently has authorized staffing of three Civil Engineers II positions, three Civil Engineers I positions, a Computer Aided Design Technician, one Engineering Technician and a Secretary I. The goals of the department are to continue our practice of prompt response to inter-departmental needs, maximize in-house design effort, perform project management work on capital projects and serve the public as promptly and efficiently as possible.

### **2007-08 Accomplishments**

- ✓ State Street Reconstruction Project substantially complete.
- ✓ Completed: Iroquois Cosgrove Sewer Upgrade, Ontario Drive Water Main Replacement, 06-07 Sidewalk Special Assessment District, Monitoring and Modeling Portion of the CSO LTCP.
- ✓ Initiated a City-wide Traffic Count Program to establish baseline traffic counts at significant intersections within the City.
- ✓ Major capital initiatives supported in 2007-08 include State Street Reconstruction, Public Square Reconstruction, and coordination with the NYSDOT on the Arsenal St./I-81 Reconstruction Project.
- ✓ Provided administrative support for permitting, development plan reviews, UFPO requests, Planning Board and Zoning Board of Appeals.

### **2008-09 Goals and Objectives**

- Capital Project Design and construction oversight of and coordination with consultants, contractors, utilities, regulatory agencies, and funding agencies. Projects: Public Square Reconstruction, Ten Eyck St. Reconstruction, Butterfield-Barben-Chestnut WOTS and Greensview WOTS, and projects in support of DPW and proposed developments.
- Complete the CSO LTCP submittal to the NYSDEC and begin to address long standing sewer surcharge areas: WOTS, Riggs/Harrison, and NSTS
- Continuation of the Sidewalk Replacement Program using TRANSMAP and other GIS data to assist in selection of areas with the greatest need.
- Implement the sewer extension and sewer permit management system.
- Assist developers with submittals and follow-up on Planning Board/ZBA submittals for site plan review and zoning requests.

Fiscal Year: 2008-09  
 Department: Engineering Department  
 Account Code: A1440  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	347,214	301,728	257,200	284,667
120 Clerical	22,452	24,061	25,887	27,050
130 Wages	63,746	63,468	233,916	243,199
140 Temporary	222	-	-	10,000
150 Overtime	8,975	10,681	10,300	10,600
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>442,609</b>	<b>399,938</b>	<b>527,303</b>	<b>575,516</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	17,744	-	-	-
<b>Total Equipment</b>	<b>17,744</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	1,047	1,945	2,150	2,400
420 Insurance	-	-	-	-
430 Contracted Services	12,126	21,067	27,300	28,900
440 Fees Non Employees	6,164	680	500	500
450 Miscellaneous	10,699	6,231	13,400	11,025
455 Dept. Vehicle Expense	1,127	937	1,800	1,988
460 Materials and Supplies	15,175	2,658	2,800	2,800
465 Equipment < \$5,000	6,397	2,809	20,000	4,000
<b>Total Operating Expenses</b>	<b>52,735</b>	<b>36,327</b>	<b>67,950</b>	<b>51,613</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	53,573	39,877	52,884	49,811
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	32,800	29,179	40,338	43,262
840 Workers' Compensation	47	-	-	-
850 Health Insurance	43,416	56,116	87,571	98,870
<b>Total Fringe Benefits</b>	<b>129,836</b>	<b>125,172</b>	<b>180,793</b>	<b>191,943</b>
<b>Department Total</b>	<b>642,924</b>	<b>561,437</b>	<b>776,046</b>	<b>819,072</b>

# Engineering Department

## City of Watertown

**A1440**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries	
	City Engineer	86,392
	Surveyor	59,740
	Civil Engineer II (2)	138,535
		<b>\$284,667</b>
120	Clerical	
	Secretary I	\$27,050
130	Wages	
	Civil Engineer I (3)	158,680
	Engineering Technician	32,880
	CAD Technician	51,639
		<b>\$243,199</b>
140	Temporary	\$10,000
150	Overtime	<u>\$10,600</u>
	<b>Total Personnel Services</b>	<b>\$575,516</b>

### Operating Expenses

410	Utilities		
	Telephone	1,200	
	GPS Data Service	1,200	\$2,400
430	Contracted Services		
	Equipment Service/Repair	600	
	Auto Cad Tech Support	5,500	
	Legal Advertisements	600	
	Pre-Design Engineering Insp.	21,000	
	Maintenance Agreements	1,200	\$28,900
440	Fees, Non Employee		
	Filing Fees for Deeds/Easements	500	\$500
450	Miscellaneous		
	Travel	2,500	
	Training	3,125	
	Mileage Reimbursement	3,700	
	Professional Memberships	1,200	
	Texts/Reference Materials	500	\$11,025
455	Dept. Vehicle Expense		
	Insurance	800	
	Fuel & Oil	588	
	Maintenance/Repairs	600	\$1,988

460	Materials & Supplies		
	CAD/Drafting Supplies	1,000	
	Field Supplies	1,000	
	Office Supplies	800	\$2,800
465	Other Equipment < \$5,000		
	Field Equipment	500	
	Total Station - misc. equipment	1,000	
	Computer needs, misc.	2,500	<u>\$4,000</u>
	Total Operating Expenses		\$51,613

### **Fringe Benefits**

810	New York State Retirement		\$49,811
830	Social Security Expense		\$43,262
850	Health Insurance		<u>\$98,870</u>
	Total Fringe Benefits		\$191,943

<b>TOTAL BUDGET</b>			<b>\$819,072</b>
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**Fiscal Year:** 2008-09  
**Department:** Elections  
**Account Code:** A1450  
**Function:** General Government Support



**Description:** The City Clerk's Office has been responsible for the Election Program in the City of Watertown. The Election process is under the auspices of the Jefferson County Board of Elections. The responsibility of elections is now completely with the County of Jefferson. The objective of the Election process is to ensure proper set up of voting machines for primaries and general elections and to ensure that election inspectors and custodians correctly perform their duties.

**2007-08 Accomplishments:**

- ✓ Provided for a smooth transfer of election responsibilities and equipment to Jefferson County.

Fiscal Year: 2008-09  
 Department: Elections  
 Account Code: A1450  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	4,000	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,163	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>5,163</b>	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	725	-	-	-
440 Fees Non Employees	16,688	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	280	-	-	-
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	<b>17,693</b>	-	-	-
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	393	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>393</b>	-	-	-
<b>Department Total</b>	<b>23,249</b>	-	-	-

**Fiscal Year:** 2008-09  
**Department:** Public Works Department  
**Account Code:** General Fund  
**Function:** Public Works Summary



	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
Public Works Admin.	532,945	582,041	643,033	661,997
Central Garage	593,096	641,300	671,353	742,320
Buildings/Grounds Maint.	427,034	461,430	531,361	654,100
Maintenance of Roads	603,953	568,653	634,858	772,286
Snow Removal	933,270	1,023,542	1,062,351	1,094,219
Storm Sewer	357,390	328,554	441,007	351,802
Refuse & Garbage	<u>782,734</u>	<u>751,592</u>	<u>795,800</u>	<u>889,217</u>
<b>Public Works Total</b>	<b>4,230,422</b>	<b>4,357,112</b>	<b>4,779,763</b>	<b>5,165,941</b>

**Fiscal Year:** 2008-09  
**Department:** Public Works Administration  
**Account Code:** A1490  
**Function:** General Government Support



**Description:** There are a total of eight full time employees within this account, consisting of the following: the Superintendent, Assistant Superintendent, two Maintenance Supervisors, Sr. Engineering Technician, Office Manager, and two Account Clerks. These employees are responsible for the administrative and operational supervision and coordination of a multi-tasked, full service traditional Department of Public Works as well as the CitiBus Public Transit System, Electric, Central Garage and Parks & Recreation departments, having a cumulative 2007-2008 budget in excess of \$8,000,000. The office clerical staff provides full accounting, billing, payroll calculations and personnel record keeping for all full time employees. This account is also responsible for operations and maintenance of the Newell Street Facility.

#### **2007-08 Accomplishments**

- ✓ Implemented the Pavement View, Parks View and Fleet modules into the Department's CarteGraph management database system.
- ✓ Conducting the City of Watertown Classification Study for all 76 employees within all of the separate Divisions of Public Works.
- ✓ Developed Public Works Annex for the City's Emergency Management Plan.
- ✓ Continued with Emergency Management Training of all full time employees in accordance to both Federal and State mandates.

#### **2008-09 Goals and Objectives**

- Continue to expand CarteGraph management database system through the implementation of the Sanitary and Storm Sewer Modules.
- Support the Summit Woods/Iroquois Avenue Capital Construction Project.
- Support the numerous River Walk Development Construction Projects.
- Continue to support the Public Square Streetscape reconstruction projects.
- Develop a formalized standard operating procedure for Work Zone Safety Standard in accordance with the new Federal Manual of Uniform Traffic Control Devices.

Fiscal Year: 2008-09  
 Department: Public Works Administration  
 Account Code: A1490  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	191,729	198,790	194,520	209,271
120 Clerical	62,233	65,884	96,144	98,516
130 Wages	35,043	62,748	35,893	38,781
140 Temporary	2,556	2,274	10,000	10,000
150 Overtime	1,209	574	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	34	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>292,770</b>	<b>330,304</b>	<b>336,557</b>	<b>356,568</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	50,260	59,065	67,180	59,200
420 Insurance	1,166	1,387	1,776	2,728
430 Contracted Services	19,949	33,045	48,498	51,025
440 Fees Non Employees	2,270	1,869	3,000	3,050
450 Miscellaneous	5,479	3,906	8,950	6,550
455 Dept. Vehicle Expense	6,167	6,463	5,922	9,067
460 Materials and Supplies	31,915	23,286	33,250	33,300
465 Equipment < \$5,000	6,048	1,777	4,900	700
<b>Total Operating Expenses</b>	<b>123,254</b>	<b>130,798</b>	<b>173,476</b>	<b>165,620</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	44,349	35,502	31,500	31,975
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	21,924	24,825	25,747	27,277
840 Workers' Compensation	4,940	4,940	5,000	5,000
850 Health Insurance	45,708	55,672	70,753	75,557
<b>Total Fringe Benefits</b>	<b>116,921</b>	<b>120,939</b>	<b>133,000</b>	<b>139,809</b>
<b>Department Total</b>	<b>532,945</b>	<b>582,041</b>	<b>643,033</b>	<b>661,997</b>

# Public Works Administration

## City of Watertown

## A1490

Personnel Services		2008-09 Budget
110	Salaries	
	Superintendent of Public Works	79,910
	Asst. Super. Public Works (20%)	13,331
	Street/Sewer Maintenance Super.	58,015
	Parks/Rec Maintenance Super.	58,015
		\$209,271
120	Clerical	
	Office Manager	38,751
	Account Clerk/Typist (2)	59,765
		\$98,516
130	Wages	
	Senior Engineer Technician	\$38,781
140	Temporary	<u>\$10,000</u>
	Total Personnel Services	\$356,568

### Operating Expenses

410	Utilities		
	Water/Sewer/Electric	5,300	
	Natural Gas	48,400	
	Westelcom Telephone	3,500	
	Cellular Phone Service	2,000	
			\$59,200
420	Insurance		\$2,728
430	Contracted Services		
	Janitorial Services	7,400	
	Rug/Mat Rentals	700	
	GIS Software Service/Maintenance	2,275	
	Cartegraph Subscription Renewal	5,800	
	Weather Forecast Service	800	
	Elevator Maintenance/Repair	3,500	
	Masonry Repair (547 Newell St)	2,500	
	Roof Coating (521e Newell St)	2,000	
	Boiler Pump Replacement (521 Newell St)	12,000	
	Overhead Door Rplcmnt (521b Newell St)	750	
	Building, Heating, Phone, etc.	4,000	
	Sprinkler System Maintenance	3,000	
	Generator Maintenance	800	
	Various Overhead Door Repairs	1,300	
	Various Fence and Gate Repairs	1,000	
	Office Equipment Maint./Repair	2,000	
	Small Equipment Repairs	1,200	
			\$51,025

440	Fees, Non-Employees		
	NYS Pollutant Discharge Fee	50	
	CDL Mandated Random Testing	3,000	\$3,050
450	Miscellaneous		
	Subscriptions & Memberships	450	
	Seminars	1,500	
	Training Admin. Employees	2,500	
	PESH Training	1,000	
	Reference Manuals	500	
	Safety Shoes/Related Equipment	600	\$6,550
455	Dept. Vehicle Expense		
	Bodywork (1-36)	1,600	
	Vehicle Maintenance	2,000	
	Routine Preventive Maintenance	150	
	Vehicle Fuel & Lubricants	3,053	
	Insurance	2,264	\$9,067
460	Materials and Supplies		
	Public Works Administration:		
	Building/Grounds Maintenance		
	& Repair Materials	7,400	
	Janitorial/Restroom Supplies	2,800	
	Office Equipment Supplies	750	
	Carpenter Tools/Supplies	1,500	
	Small Tools & Materials	2,000	
	Safety Clothing & Equipment	850	
	Central Storeroom Materials:		
	Barricade Parts/Batteries	3,500	
	Lumber & Materials	4,500	
	Small Hand Tools/Equip.	3,000	
	Safety Vests, Gloves etc.(Stock)	4,000	
	Miscellaneous Supplies	3,000	\$33,300
465	Equipment <\$5,000		
	Office Chairs (2)		\$700
	Total Operating Expenses		\$165,620

### Fringe Benefits

810	New York State Retirement	\$31,975
830	Social Security Expense	\$27,277
840	Workers' Compensation	\$5,000
850	Health Insurance	\$75,557
	Total Fringe Benefits	\$139,809

**TOTAL BUDGET** **\$661,997**

**Fiscal Year:** 2008-09  
**Department:** Central Garage  
**Account Code:** A1640  
**Function:** General Government Support



**Description:** This Division is responsible for the maintenance and repair of all City owned equipment and fleet rolling stock of approximately 300 units. There are presently eight employees in this department consisting of the Assistant Superintendent of Public Works, six (6) Motor Equipment Mechanics and a Senior Account Clerk/Typist.

### **2007-08 Accomplishments**

- ✓ Developed detailed specifications and purchased 10 separate units with a combined total value of approximately \$720,000.
- ✓ Implemented CarteGraph Fleet Management and start to build asset and preventive maintenance schedules for all units.
- ✓ Able to meet full facility compliance for the New York State Department of Environmental Conservation Petroleum Bulk Storage Program Site inspection/audit of July 24, 2007.
- ✓ Recruited new Motor Equipment Mechanics to fill vacancies resulting from the retirement of two long time employees.

### **2008-09 Goals and Objectives**

- Design and contract the installation of a ventilation system for the vehicle wash bay.
- Specify and bid the 2008-2009 Approved Capital Budget Vehicle Requisition Listing.
- Using our CarteGraph Work Order System, initiate a Fleet Problem Statement Reporting Form that will allow the individual Supervisors to report vehicle and equipment problems directly to the Fleet Manager in such a format that will allow better trouble shooting and reduce overall fleet downtime.
- Continue investigation of Bar Code Management usage for inventory and work order control.

Fiscal Year: 2008-09  
 Department: Central Garage  
 Account Code: A1640  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	30,175	31,273	31,263	33,328
120 Clerical	32,640	33,838	34,853	34,853
130 Wages	225,569	224,717	241,088	232,756
140 Temporary		240		-
150 Overtime	2,232	2,646	2,500	3,000
155 Holiday Pay		-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>290,616</b>	<b>292,714</b>	<b>309,704</b>	<b>303,937</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	14,258	-	-
<b>Total Equipment</b>	<b>-</b>	<b>14,258</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	45,511	25,906	40,680	30,505
420 Insurance	4,153	3,643	4,946	2,048
430 Contracted Services	15,943	25,330	30,360	39,735
440 Fees Non Employees	65	680	-	250
450 Miscellaneous	1,333	1,861	4,850	3,450
455 Dept. Vehicle Expense	5,446	6,709	7,998	8,331
460 Materials and Supplies	128,019	142,594	131,950	219,700
465 Equipment < \$5,000	3,600	3,851	9,750	8,000
<b>Total Operating Expenses</b>	<b>204,070</b>	<b>210,574</b>	<b>230,534</b>	<b>312,019</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	24,344	28,584	28,524	27,387
820 Police/Fire Retirement		-	-	-
830 Social Security Expense	21,988	22,153	23,692	23,254
840 Workers' Compensation	211	11,332	3,000	2,000
850 Health Insurance	51,867	61,685	75,899	73,723
<b>Total Fringe Benefits</b>	<b>98,410</b>	<b>123,754</b>	<b>131,115</b>	<b>126,364</b>
<b>Department Total</b>	<b>593,096</b>	<b>641,300</b>	<b>671,353</b>	<b>742,320</b>

# Central Garage

City of Watertown

A1640

## Personnel Services

2008-09  
Budget

110	Salaries		
	Assistant Superintendent (50%)		\$33,328
120	Clerical		
	Senior Account Clerk/Typist		\$34,853
130	Wages		
	Motor Equip. Mechanic (6)		\$232,756
150	Overtime		<u>\$3,000</u>
	Total Personnel Services		\$303,937

## Operating Expenses

410	Utilities		
	Gas	26,000	
	Fire Service Water	230	
	Water and Sewer	3,200	
	Telephone	400	
	NYSI Phone Line & Calls	100	
	Cell Phone	575	\$30,505
420	Insurance		\$2,048
430	Contracted Services		
	Janitorial Services	11,700	
	Uniforms / Rug Rental	3,200	
	Part Machine Servicing	3,000	
	Annual Sprinkler Inspection	700	
	Oil, Filters & Antifreeze Disposal	1,000	
	Overhead Door Repair	750	
	Heating/Plumbing Maint./Repairs	2,000	
	HVAC Service Agreement	2,450	
	Fire Alarm Monitoring	360	
	Light & Heavy Equipment		
	Diagnostic System Upgrades	1,000	
	Fuel Master Maintenance	2,500	
	Car Wash Maintenance	2,500	
	Vehicle Lift Maintenance	1,500	
	Fork Lift Maintenance	600	
	Pressure Washer Maintenance	400	
	OTC Truck Scanner Software Update	1,000	
	Fuel Master Software Update	900	
	Fleet Maintenance Software (RTA)	750	

	Fleet Support Service (Cartegraph)	250	
	Copier / FAX Maint. Contract	600	
	Crane Inspection & Certification	625	
	Lift Inspection (Onsyr)	750	
	Cylinder Rental	1,200	\$39,735
440	Fees, Non-Employee		
	Employee Testing		\$250
450	Miscellaneous		
	Safety Shoes (7)	1,200	
	Training/PESH	1,000	
	Mechanics Training	1,000	
	Repair Manuals	100	
	Licensing/Subscriptions	150	\$3,450
455	Dept. Vehicle Expense		
	Equipment Maint/Repair	1,700	
	Body Work 1-75	1,200	
	Preventive Maintenance	140	
	Gasoline (2 Vehicles)	3,703	
	Insurance (2 Vehicles)	1,588	\$8,331
460	Materials and Supplies		
	* Gas & Diesel Fuel	148,000	
	* Lubricants	3,000	
	Bulk Hydraulic Hose	2,700	
	Fuel Additive Bulk Tank	5,000	
	Car Wash Soap	2,500	
	Shop Tool Replacements	5,000	
	Welding Gas	1,000	
	Mechanics Supplies	6,500	
	Shop Towels/Hand Soap	3,000	
	Fuel Farm Maintenance	1,000	
	* Misc. Parts for Maint./ Repair	17,000	
	Unanticipated Repairs	25,000	\$219,700
465	Equipment < \$5,000		
	Scanner	500	
	Parts Cabinet	1,600	
	Pneumatic Oil Pump & Nozzle (1)	1,600	
	Time Clock	700	
	Hot Water Pressure Washer	3,000	
	Battery Charger 12/24 Volt	600	\$8,000
	Total Operating Expenses		\$312,019

**Fringe Benefits**

810	New York State Retirement	\$27,387
830	Social Security Expense	\$23,254
840	Workers' Compensation	\$2,000
850	Health Insurance	<u>\$73,723</u>
	Total Fringe Benefits	\$126,364

**TOTAL BUDGET** **\$742,320**

\*Expenditure estimates for funds needed to pay current expenses before charge back to Water and Sewer funds and City School District. These billings are reflected in General Fund revenues.

**Fiscal Year:** 2008-09  
**Department:** Building and Grounds Maintenance  
**Account Code:** A5010  
**Function:** Transportation



**Description:** This is a six-month account, having a total of 12 full time employees responsible for the repair and maintenance of all departmental owned buildings, grounds and facilities. This unit is responsible for turf management ranging from semi-professional to youth playing fields, downtown parks and playgrounds to abandoned parcels acquired from tax sale deeds, to the City's 78 acre landfill. This group is also responsible for the trimming, removal and replacement of all City owned trees. In terms of building maintenance, this group is responsible for the outdoor swimming pools, restrooms, athletic facilities including fences, playground apparatus as well as numerous other tasks assigned, ranging from fountain maintenance to placing holiday decorations to erecting review stands for parades. In 2007, this division responded to 175 Code Enforcement orders ranging from mowing yards, to shoveling sidewalks, to private tree removal, to boarding up windows and doors, removing infested/contaminated/unsanitary personal affects, refuse and debris from private homes.

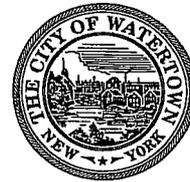
#### **2007-08 Accomplishments:**

- ✓ Grubbed and cleared approximately 600 feet of Sewer ROW on Salisbury Street.
- ✓ Grubbed and cleared approximately 1500 feet, from Algonquin Avenue to Iroquois Avenue.
- ✓ Installed two youth baseball fields on Marble Street.
- ✓ Facilitated the planting of 146 new trees and pruned/trained an additional 750 new growth trees maintained under our Urban Forestry Plan.

#### **2008-09 Goals and Objectives:**

- Develop an SOP for maintenance of Black River development sites and the Downtown Streetscape.
- Complete the clearing of sewer ROW on Leray Street and Lincoln Street.
- Clear a walkway margin along the Gotham Street entrance of Thompson Park to the golf course, approximately 1,800 feet long.

Fiscal Year: 2008-09  
 Department: Building and Grounds Maintenance  
 Account Code: A5010  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	164,001	164,287	182,397	239,177
140 Temporary	52,476	52,415	87,000	87,000
150 Overtime	6,472	3,774	3,800	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	3,907	906	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	226,856	221,382	273,197	330,177
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	12,000
Total Equipment	-	-	-	12,000
<b>Operating Expenses</b>				
410 Utilities	1,791	2,648	3,300	3,600
420 Insurance	1,302	1,311	1,316	1,724
430 Contracted Services	1,468	286	2,000	10,850
440 Fees Non Employees	2,129	2,305	2,000	2,600
450 Miscellaneous	5,936	2,528	7,800	8,300
455 Dept. Vehicle Expense	50,554	51,863	52,016	71,789
460 Materials and Supplies	26,240	37,146	28,000	33,900
465 Equipment < \$5,000	12,395	17,091	27,250	10,650
Total Operating Expenses	101,815	115,178	123,682	143,413
<b>Fringe Benefits</b>				
810 New York State Retirement	27,090	22,246	17,149	23,100
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	16,991	16,603	20,900	25,260
840 Workers' Compensation	14,348	41,423	28,300	28,000
850 Health Insurance	39,934	44,598	68,133	92,150
Total Fringe Benefits	98,363	124,870	134,482	168,510
<b>Department Total</b>	<b>427,034</b>	<b>461,430</b>	<b>531,361</b>	<b>654,100</b>

# Building and Grounds Maintenance

## City of Watertown

## A5010

### Personnel Services

2008-09  
Budget

130	Wages		
	Crew Chief (2) *	52,064	
	Motor Equipment Operator (1) *	22,322	
	Municipal Worker I (4) *	70,261	
	Tree Trimmer (1) *	22,322	
	Park/Rec.Maintenance Worker (4)**	72,208	\$239,177
140	Temporary		\$87,000
150	Overtime		<u>\$4,000</u>
	Total Personnel Services		\$330,177

### Equipment

250	Equipment > \$5,000		
	Zero-Turn Mower		<u>\$12,000</u>
	Total Equipment		\$12,000

### Operating Expenses

410	Utilities		
	Water/Sewer/Electric	1,500	
	Monument & Sign Lighting	1,000	
	Cell Phone	1,100	\$3,600
420	Insurance		\$1,724
430	Contracted Services		
	Boom Rental - Holiday Decorations	350	
	Repairs/Maintenance on Equip.	1,500	
	Misc. B&G Maintenance	1,000	
	Misc.Equipment Rental	8,000	\$10,850
440	Fees - Non Employee		
	Employee Testing		\$2,600
450	Miscellaneous		
	Safety Shoes and Related Equipt.	1,800	
	Pest Control Certification	500	
	Tree Trimmer Certification (3)	5,000	
	Safety Training/Seminars /PESH	1,000	\$8,300

455	Dept. Vehicle Expense		
	Insurance	10,692	
	Body Work (1-32)	1,750	
	Repair Hood (1-95)	1,000	
	Vehicle Maintenance & Repairs	25,000	
	Routine Preventive Maintenance	3,500	
	Bucket Truck Certification	1,200	
	Gas and Diesel Fuel	28,647	\$71,789
460	Materials and Supplies		
	Top Soil, Crusher Run etc.	7,000	
	Ropes and Related Equipment	1,000	
	Annual Tree Replacement Program	15,000	
	Replacement Parts/Supplies for Mowers, Trimmers, Chainsaws etc.	3,500	
	Park Bench Backs & Seats	1,000	
	Flowers and Bulbs	1,500	
	Miscellaneous Fencing Tools	500	
	Small Hand Tools	500	
	Salt for Spreader (1-9)	1,500	
	Dogi-Pot Pet Station Supplies	900	
	Miscellaneous Supplies	1,500	\$33,900
465	Equipment < \$5,000		
	Weedwackers (6)	1,200	
	Chain Saws (3)	1,500	
	Handheld Radio	450	
	Fencing Materials	2,500	
	Christmas Decorations	5,000	<u>\$10,650</u>
	Total Operating Expenses		\$143,413

### Fringe Benefits

810	New York State Retirement	\$23,100
830	Social Security Expense	\$25,260
840	Workers' Compensation	\$28,000
850	Health Insurance	<u>\$92,150</u>
	Total Fringe Benefits	\$168,510

### TOTAL BUDGET

**\$654,100**

\* 33% 5142

\*\* 50% 7265

A5010 – Buildings & Grounds Maintenance

Fiscal Year 2008-09  
Equipment Requests



Zero-Turn Mower \$12,000

This is a request to purchase a zero-turn mower. This mower will be utilized by the Buildings & Grounds crew for mowing City areas, as well as, lots cited by the Codes Dept. The additional horsepower & tight turning radius of this State Contract machine will allow greater versatility in our daily usage.



**Fiscal Year:** 2008-09  
**Department:** Maintenance of Roads  
**Account Code:** A5110  
**Function:** Transportation



**Description:** This is an eight-month account, having a total of 12 full time employees responsible for in-house maintenance, overlay and rebuilding of 100 miles of accepted City streets, all associated concrete curbing and sidewalk/crosswalk construction as well as the demolition of unsafe structures on properties acquired by the City. Funding for street maintenance and repair is primarily provided through the Consolidated Highway Improvement Program (CHIPS) administered by NYSDOT. Capital Project CHIPS funding for this fiscal year is expected to be approximately \$400,000. This account is also responsible for street sweeping, which includes the initial removal of the accumulated winter ice control road mix from the City streets, public parking lots and numerous City owned facilities. Following the initial cleanup, scheduled sweeping continues throughout the season with the average street being swept up to seven times, while the downtown business district is serviced weekly. An average of 8,000 miles of travel ways are swept annually.

**2007-08 Accomplishments:**

- ✓ Reconstructed the 300 block of Sterling Street including the installation of concrete curbing and sidewalks.
- ✓ Constructed the new Waterworks Park Extension Walkway.
- ✓ Constructed the new Fairground's YMCA Rear Access/Parking Area.
- ✓ Replaced the concrete walkway between the Jefferson County Human Services Building and the North Country Children's Clinic as part of the City/County Shared Services Agreement
- ✓ Paved 21,450 ft (4.05 miles) of City streets and 1,100 ft of City Trails. Installed 6,250 linear feet of "pin-on" curbing and 800 linear feet of "full depth" curbing. In all, approximately 11,200 tons of asphalt were placed and 370 cubic yards of concrete were poured.

**2008-09 Goals and Objectives:**

- Pavement Overlay the Arsenal Street Upper Lot.
- Install approximately 1,500 linear feet of concrete sidewalk to service the pedestrian traffic along the west side of Washington Street south of Algonquin Avenue to the new traffic signal servicing Summit Wood.
- Continue CHIPS Street Paving and Pin-On Curb Construction Program as detailed in our Capital Budget Schedule.

Fiscal Year: 2007-08  
 Department: Maintenance of Roads  
 Account Code: A5110  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	255,373	219,265	210,384	282,107
140 Temporary	4,752	7,570	18,600	18,600
150 Overtime	17,090	26,238	18,500	18,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	9,600	21,911	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>286,815</b>	<b>274,984</b>	<b>247,484</b>	<b>319,207</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	10,500	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>10,500</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	293	369	280	700
420 Insurance	2,890	3,463	3,463	3,396
430 Contracted Services	1,932	2,530	31,250	51,250
440 Fees Non Employees	197	1,595	600	600
450 Miscellaneous	2,928	2,696	3,500	3,175
455 Dept. Vehicle Expense	121,371	88,836	105,058	143,460
460 Materials and Supplies	42,733	44,825	91,400	69,700
465 Equipment < \$5,000	2,512	4,453	3,700	2,550
<b>Total Operating Expenses</b>	<b>174,856</b>	<b>148,767</b>	<b>239,251</b>	<b>274,831</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	33,146	28,445	21,080	27,000
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	21,662	20,512	18,933	24,419
840 Workers' Compensation	33,901	38,288	37,000	40,000
850 Health Insurance	53,573	57,657	60,610	86,829
<b>Total Fringe Benefits</b>	<b>142,282</b>	<b>144,902</b>	<b>137,623</b>	<b>178,248</b>
<b>Department Total</b>	<b>603,953</b>	<b>568,653</b>	<b>634,858</b>	<b>772,286</b>

## Maintenance of Roads

**City of Watertown**

**A5110**

**Personnel Services**

**2008-09  
Budget**

130	Wages		
	Crew Chief (3) *	79,503	
	Heavy Equipment Oper (2)*	52,767	
	Motor Equipment Oper (6)*	130,319	
	Municipal Worker I	19,518	\$282,107
140	Temporary		\$18,600
150	Overtime		<u>\$18,500</u>
	Total Personnel Services		\$319,207

**Operating Expenses**

410	Utilities		
	Walkway Lights		\$700
420	Insurance		\$3,396
430	Contracted Services		
	Bridge Inspection/Repair Materials	45,000	
	Misc. Equipment Repairs	3,750	
	Outside Equipment Rentals	2,500	\$51,250
440	Fees, Non-Employee		
	Employee Testing		\$600
450	Miscellaneous		
	Safety Shoes, & Related Materials	2,500	
	Training/PESH	675	\$3,175
455	Dept. Vehicle Expense		
	Maintenance & Repairs	46,000	
	Routine Preventive Maintenance	4,000	
	Gas & Diesel Fuel	60,894	
	Bodywork (1-29)	2,500	
	Refurbish (1-48T)	2,750	
	Repair Hood (1-48)	800	
	Repair Hood (1-11)	1,000	
	Sweeper/Paver Maintenance	8,000	
	Sweeper Brooms	3,500	
	Insurance	14,016	\$143,460

460	Materials and Supplies		
	Small Tools	4,500	
	Blacktop & Related Materials (road patching only)	30,000	
	Top Soil, Crusher Run, etc.	10,000	
	Readymix Concrete	9,000	
	Materials for Concrete Forms	1,500	
	Polymer Concrete Patch	2,000	
	Milling Machine Bits	700	
	ADA Truncated Sidewalk Domes	4,000	
	Concrete Sealant	2,500	
	Roadsaver Sealant (Crack Sealer)	3,500	
	Miscellaneous Supplies	2,000	\$69,700
465	Equipment < \$5,000		
	14" Cut Off Saw	850	
	Gomaco Curb Mold	800	
	Portable Radio (2)	900	<u>\$2,550</u>
	Total Operating Expenses		\$274,831

#### **Fringe Benefits**

810	New York State Retirement	\$27,000
830	Social Security Expense	\$24,419
840	Workers' Compensation	\$40,000
850	Health Insurance	<u>\$86,829</u>
	Total Fringe Benefits	\$178,248

**TOTAL BUDGET** **\$772,286**

\* 33% A5142

**Fiscal Year:** 2008-09  
**Department:** Snow Removal  
**Account Code:** A5142  
**Function:** Transportation



**Description:** The twenty five (25) employees in this account are responsible for the seasonal sanding, plowing and snow removal from 100 center lane miles of City Streets, Municipal Parking Lots and City Owned Sidewalks, as well as the placement and re-supply of approximately 100 sand barrels located throughout the City. Equipment assigned includes 3 sanders, 3 sander/plow combination units, 7 full sized plows, 2 rotary blowers, 5 utility plows, 2 bobcats and 4 front-end loaders. Overtime, Contract Hauling, Fuel and Road Salt figures in this account are based upon the 100-year average of 100 inches of snow. During the winter of 2006-2007 approximately 142 inches of snow fell, as compared to approximately 125 inches received during the 2005-2006 season.

#### **2007-08 Accomplishments:**

- ✓ Reviewed actual GPS route tracking of sander units during winter storm events.
- ✓ Developing snow removal protocol for State Street corridor as it relates to the two new parking lots and expanded streetscape green space margins.
- ✓ Completed the Snow Event Response Annex of the City's formal Emergency Management Plan.

#### **2008-09 Goals and Objectives:**

- Complete the preliminary design and determine the final location for the construction of the new Salt Storage Structure.
- Develop GPS routing system to be used on plows and sanders.

Fiscal Year: 2008-09  
 Department: Snow Removal  
 Account Code: A5142  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	266,475	269,866	453,142	414,199
140 Temporary	17	-	-	-
150 Overtime	95,922	116,971	80,000	80,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	77,554	94,618	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>439,968</b>	<b>481,455</b>	<b>533,142</b>	<b>494,199</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	6,000
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>
<b>Operating Expenses</b>				
410 Utilities	1,199	1,699	1,550	2,220
420 Insurance	2,923	3,582	3,582	3,584
430 Contracted Services	16,270	37,514	16,410	16,410
440 Fees Non Employees	-	-	-	2,500
450 Miscellaneous	5,394	37,602	-	-
455 Dept. Vehicle Expense	146,229	116,752	110,450	180,579
460 Materials and Supplies	141,035	148,756	154,900	173,250
465 Equipment < \$5,000	5,223	11,982	8,200	4,000
<b>Total Operating Expenses</b>	<b>318,273</b>	<b>357,887</b>	<b>295,092</b>	<b>382,543</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	44,227	44,704	49,100	43,390
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	33,151	36,156	40,785	37,806
840 Workers' Compensation	777	1,981	1,000	500
850 Health Insurance	96,874	101,359	143,232	129,781
<b>Total Fringe Benefits</b>	<b>175,029</b>	<b>184,200</b>	<b>234,117</b>	<b>211,477</b>
<b>Department Total</b>	<b>933,270</b>	<b>1,023,542</b>	<b>1,062,351</b>	<b>1,094,219</b>

# Snow Removal

**City of Watertown**

**A5142**

**Personnel Services**

**2008-09  
Budget**

130	Wages		
	Crew Chief (2) * (3)** (1)*** (1)x (1)xx	100,725	
	Heavy Equip Oper (2)**	25,989	
	Motor Equip Oper (1)* (6)** (2)***** (2)x (3) xx	151,602	
	Sign Maintenance Worker (2)*****	21,784	
	Tree Trimmer (1)*	10,995	
	Park&Rec.Maint.Worker (2)***	18,736	
	Municipal Worker I (4)* (1)** (1)**** (3) x (1) xx	84,368	
			\$414,199
150	Overtime		<u>\$80,000</u>
	Total Personnel Services		\$494,199

**Equipment**

250	Equipment > \$5000		
	Trip Edge Moldboard		<u>\$6,000</u>
	Total Equipment		\$6,000

**Operating Expenses**

410	Utilities		
	Water/Fire Service	250	
	Electric	350	
	Telephone	720	
	Cellular phone service	900	2,220
420	Insurance		3,584
430	Contracted Services		
	Annual Fire Alarm Monitoring	360	
	Sprinkler Inspection	600	
	Heat System Annual Maint Inspection	250	
	Heat System Repair	200	
	Private Haulers for Snow Removal	12,000	
	Small Engine Repair	500	
	Snow Dump Facility Maint./ Repair	2,500	\$16,410
440	Fees Non- Employee		
	Post Accident Employee Testing		\$2,500
455	Dept. Vehicle Expense		
	Plow Tires & Wheels	4,000	
	Sander Chains (3)	2,400	
	Rotary Blower Maintenance	6,000	
	Equipment Maint. & Repair	60,000	

	Gas and Diesel Fuel	84,563	
	Preventive Maintenance	4,000	
	Insurance	19,616	\$180,579
460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	150,000	
	Patching Materials	5,000	
	Top Soil for Margin Repairs	2,500	
	Cutting Edges & Bolts	12,000	
	Wing Cable	1,000	
	Wing Braces	2,500	
	Miscellaneous Hand Tools/Supplies	250	\$173,250
465	Equipment <\$5,000		
	Compu-spread	3,000	
	Impact Wrench	1,000	<u>\$4,000</u>
	Total Operating Expenses		\$382,543

**Fringe Benefits**

810	New York State Retirement		\$43,390
830	Social Security Expense		\$37,806
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$129,781</u>
	Total Fringe Benefits		\$211,477

**TOTAL BUDGET**

**\$1,094,219**

- \* A5010 67%
- \*\* A5110 67%
- \*\*\* A7110 67%
- \*\*\*\* F8340 67%
- \*\*\*\*\* A5186 67%
- \*\*\*\*\* A8160 67%
- x A8140 67%
- xx G8120 67%

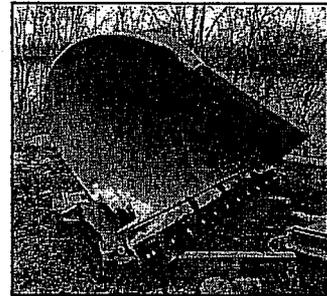
A5142 – Snow Removal

Fiscal Year 2008-09  
Equipment Requests



Trip Edge Moldboard \$6,000.00

This is a request to purchase a replacement moldboard. This moldboard will replace an existing moldboard that is seventeen (17) years old and has been re-built by the manufacturer once before. The existing moldboard is worn out and the cost to repair it will be as great as it would to replace. It has numerous stress cracks due to the constant use.



**Fiscal Year:** 2008-09  
**Department:** Storm Sewers  
**Account Code:** A8140  
**Function:** Home and Community Services



**Description:** This division of Public Works is responsible for the repair and maintenance of the City's 46 miles of storm sewer mains, 3300 catch basins and 3200 manholes. This department is staffed with one Working Crew Chief, two Motor Equipment Operators and three Municipal Workers. Leadership is provided by the Street/Sewer Maintenance Supervisor whose position is funded half in this account and half in the Sanitary Sewer Account. The employees within this account routinely repair and replace storm water collection structures, clean storm water culverts and swales, clean and video inspect storm water pipelines and install new storm water infrastructure.

**2007-08 Accomplishments:**

- ✓ Re-established storm water drainage swale at Iroquois Avenue.
- ✓ Installed storm water outlet structure along Thompson Boulevard, alleviating past overflow issues.
- ✓ Constructed new storm sewer as part of Sterling Street reconstruction.
- ✓ Completed installation of closed storm water collection system at Fairgrounds YMCA facility.
- ✓ Constructed access road to Haney Street storm outlet structure.

**2008-09 Goals and Objectives:**

- Perform maintenance on the storm water outlet swale from Loomus Drive with assistance from the Town of Watertown Highway Department.
- Assist Engineering in developing a solution to the surface water ponding in the vicinity of the Emmett Street and Palmer Street intersection.
- Assist in development of plans for replacement of the Haney Street storm culvert.
- Develop plans for installing storm water settling basins at Marra Drive and Butterfield Avenue storm outlets.

Fiscal Year: 2008-09  
 Department: Storm Sewers  
 Account Code: A8140  
 Function: Home and Community Services



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	26,860	27,847	27,210	29,008
120 Clerical	-	-	-	-
130 Wages	137,129	133,499	190,053	124,253
140 Temporary	-	820	9,600	9,600
150 Overtime	5,093	4,905	6,300	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	545	2,901	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>169,627</b>	<b>169,972</b>	<b>233,163</b>	<b>168,861</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	8,824	10,500	2,800
<b>Total Equipment</b>	<b>-</b>	<b>8,824</b>	<b>10,500</b>	<b>2,800</b>
<b>Operating Expenses</b>				
410 Utilities	230	571	540	300
420 Insurance	1,227	1,063	1,063	1,112
430 Contracted Services	27,780	7,879	15,100	15,900
440 Fees Non Employees	642	778	1,600	1,850
450 Miscellaneous	1,368	1,635	2,200	3,000
455 Dept. Vehicle Expense	23,446	32,506	22,850	43,860
460 Materials and Supplies	54,138	35,280	42,650	42,400
465 Equipment < \$5,000	4,379	3,066	-	1,650
<b>Total Operating Expenses</b>	<b>113,210</b>	<b>82,778</b>	<b>86,003</b>	<b>110,072</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	16,472	16,931	20,590	14,044
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	12,559	12,582	17,837	12,920
840 Workers' Compensation	3,099	2,199	3,000	2,000
850 Health Insurance	42,423	35,268	69,914	41,105
<b>Total Fringe Benefits</b>	<b>74,553</b>	<b>66,980</b>	<b>111,341</b>	<b>70,069</b>
<b>Department Total</b>	<b>357,390</b>	<b>328,554</b>	<b>441,007</b>	<b>351,802</b>

**Public Works - Storm Sewer**  
**City of Watertown**

**A8140**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries Street/Sewer Maintenance Supervisor *	\$29,008
130	Wages Crew Chief (1) **	26,266
	Motor Equipment Operator (2) **	46,052
	Municipal Worker I (3) **	51,935
140	Temporary	\$124,253
150	Overtime	\$9,600
	<b>Total Personnel Services</b>	<b><u>\$6,000</u></b>
		<b>\$168,861</b>
<b>Equipment</b>		
250	Miscellaneous Concrete Mixer, Towable, 9CY (1/2)*	\$2,800
	<b>Total Equipment</b>	<b><u>\$2,800</u></b>
<b>Operating Expenses</b>		
410	Utilities Cellular Phone (1/2)*	\$300
420	Insurance	\$1,112
430	Contracted Services Software Maintenance (1/2)*	800
	Long Arm Excavator Rental	8,000
	Wireless Networking	900
	Core Bit Re-Conditioning	1,200
	Small Equipment Repairs	5,000
440	Fees, Non-Employee Employee Testing	600
	Employee Vaccinations	1,250
450	Miscellaneous Safety Apparel	1,100
	Public Safety Emp Training /PESH	1,000
	Safety Shoes	900
455	Dept. Vehicle Expense Maintenance & Repairs	16,700
	Preventive Maintenance	1,375
	Gas and Diesel Fuel	21,845
	Insurance	3,940
		<b>\$43,860</b>

460	Materials and Supplies		
	Manholes & Catch Basins	10,000	
	Pipes & Fittings	7,500	
	Castings & Grates	12,000	
	Crusher Run & Stone Products	6,500	
	Sewer Vac Hose, 500LF (1/2)*	900	
	Work Zone Safety Devices	1,000	
	Sewer Camera Supplies (1/2)*	2,000	
	Small Hand Tools, Related Supplies	2,500	\$42,400
465	Other Equipment <\$5000		
	Portable Generator, 1000 Watt (1-28)	1,200	
	Portable 2-Way Radio (1-71)	450	<u>\$1,650</u>
	Total Operating Expenses		\$110,072

**Fringe Benefits**

810	New York State Retirement		\$14,044
830	Social Security Expense		\$12,920
840	Workers' Compensation		\$2,000
850	Health Insurance		<u>\$41,105</u>
	Total Fringe Benefits		\$70,069

**TOTAL BUDGET**

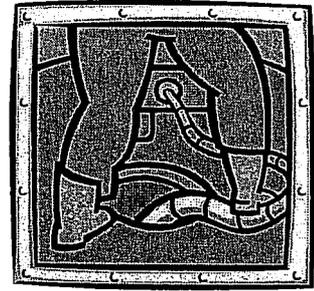
**\$351,802**

\* (1/2) G8120

\*\* 33% A5142

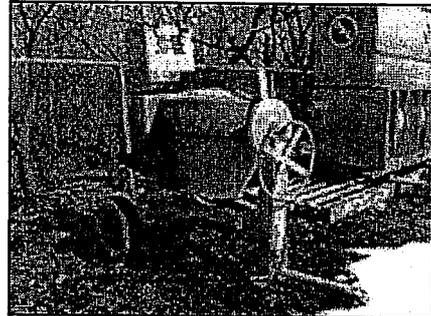
A8140 – Storm Sewers

Fiscal Year 2008-09  
Equipment Requests



Concrete Mixer, Towable, 9CY \$2,800.00 \*

This request is for a replacement Concrete Mixer that is used by the sewer crew on a daily basis throughout the construction season to mix concrete used in the repair of catch basins and manholes. This unit will replace an existing unit that is no longer operable. There is a second unit currently in service that will be relegated to back-up status.



\* - Request is for \$2,800.00 from both G8120 and A8140 accounts.  
Total purchase price estimated at \$5,600.00.

**Fiscal Year:** 2008-09  
**Department:** Refuse and Recycling  
**Account Code:** A8160  
**Function:** Home and Community Services



**Description:** There are a total of 9 employees in this department who are responsible for the scheduled weekly curbside collection of refuse and garbage from the City's 8000 residential units as well as bi-weekly collection of recycles and yard waste. Also included in this account are the maintenance and environmental monitoring of the City's 78-acre landfill that was closed in 1993.

In 2007, City crews collected approximately 3,000 tons of refuse and an additional 675 tons of recyclable materials. It is estimated that approximately 1,000 tons of yard waste comprised of brush, leaves and grass clippings are collected annually. The semi-annual, spring/fall, Residential Bulk Item Drop Off Programs, held in response to the community's request for an economical alternative for bulk item disposal, captured 65 tons of rubbish as well as 20 tons of scrap metal and white goods.

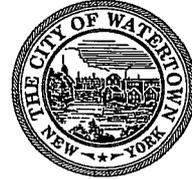
#### **2007-08 Accomplishments:**

- ✓ Prepared specifications and bid new rear load yard waste packers.
- ✓ Secured the waste collection service contract for the newly opened 91 unit, Starwood Apartments.
- ✓ Developing the operational requirements for the implementation of a City wide, on call, bulk item curbside collection program.

#### **2008-09 Goals and Objectives:**

- Review our present collection routes in order to anticipate and plan for expansion requirements to address the needs of the new, 200 unit residential housing development at Summit Wood on outer Washington Street.
- Commission two new replacement rear load yard waste packers
- Work with Council should they determine the new "On Demand" curbside collection program be initiated.
- With the completion of the Downtown Streetscape project, re-evaluate the needs and expectations of the business district in the terms of trash receptacle placement and collection frequency and adjust our work schedules accordingly.

Fiscal Year: 2008-09  
 Department: Refuse and Recycling  
 Account Code: A8160  
 Function: Home and Community Services



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	18,105	18,764	18,758	19,996
120 Clerical	-	-	-	-
130 Wages	209,930	220,944	267,191	270,370
140 Temporary	6,763	11,054	-	-
150 Overtime	14,821	15,237	14,000	14,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	3,692	5,806	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	253,311	271,805	299,949	304,366
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	334	243	400	250
420 Insurance	-	-	-	-
430 Contracted Services	203,063	188,066	203,810	215,260
440 Fees Non Employees	13,347	13,432	13,500	13,900
450 Miscellaneous	2,207	1,763	4,200	3,550
455 Dept. Vehicle Expense	69,092	59,504	64,019	112,595
460 Materials and Supplies	28,807	21,347	25,250	25,000
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	316,850	284,355	311,179	370,555
<b>Fringe Benefits</b>				
810 New York State Retirement	34,364	25,312	27,625	26,758
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	18,972	20,301	22,946	23,285
840 Workers' Compensation	66,759	40,748	35,000	50,000
850 Health Insurance	92,478	109,071	99,101	114,253
Total Fringe Benefits	212,573	195,432	184,672	214,296
<b>Department Total</b>	<b>782,734</b>	<b>751,592</b>	<b>795,800</b>	<b>889,217</b>

# Refuse and Recycle

**City of Watertown**

**A8160**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	Assistant Superintendent (30%)*		\$19,996
130	Wages		
	Crew Chief (1)	39,203	
	Refuse Motor Equipment Oper (6) (2)**	231,167	\$270,370
150	Overtime		<u>\$14,000</u>
	Total Personnel Services		\$304,366

**Operating Expenses**

410	Utilities		
	Water/ Sewer		\$250
430	Contracted Services		
	Tipping Fees (Regular)	175,000	
	Fees (Fall/Spring Drop Off)	12,000	
	Education/Public Awareness/Ads	2,500	
	Brush Chipping At Quarry	14,000	
	Rent Loader /chipping at Quarry	3,000	
	Employee Uniform Rental	1,400	
	Fire Alarm System (337 Engine St)	2,500	
	Annual Fire Alarm Monitoring	360	
	Mowing of Closed Landfill	4,500	\$215,260
440	Fees Non Employee		
	Employment Related Testing	400	
	Landfill Monitoring Fees	13,500	\$13,900
450	Miscellaneous		
	Safety Shoes & Equipment	2,000	
	Safety Training / PESH	1,350	
	Permits & Miscellaneous	200	\$3,550
455	Dept. Vehicle Expense		
	Vehicle Maint.& Repairs	30,000	
	Preventive Maintenance	2,500	
	Recycle Truck Bodywork &Door 1-5	8,500	
	Gas & Diesel Fuels	59,583	
	Insurance	12,012	\$112,595

460	Materials and Supplies		
	Refuse Bag Stickers	8,000	
	Totes (200 Estimate)	12,500	
	Landfill Drainage/Ground Materials	3,000	
	Miscellaneous Supplies	1,500	<u>\$25,000</u>
	Total Operating Expenses		\$370,555

**Fringe Benefits**

810	New York State Retirement		\$26,758
830	Social Security Expense		\$23,285
840	Workers' Compensation		\$50,000
850	Health Insurance		<u>\$114,253</u>
	Total Fringe Benefits		\$214,296

**TOTAL BUDGET** **\$889,217**

\* Assistant Superintendent A8160 (30%), A1490 (20%) A1640 (50%)

\*\* A5142 (33%)

**Fiscal Year:** 2008-09  
**Department:** Municipal Building  
**Account Code:** A1620  
**Function:** General Government Support



**Description:** This Department is staffed with three full-time employees and is responsible for the operation and maintenance of the Municipal Building and the Flower Memorial Library. The staff responsibilities extend to the leased areas of the building, including POMCO and the NYS Unified Court Administration for the City Court facilities pertaining to cleaning, maintenance, minor repairs and renovation projects.

#### **2007-08 Accomplishments:**

- ✓ Monitored Phase II of the Library Restoration Project.
- ✓ Installation of a new security and fire alarm system for the Municipal Building, including a key pad access at the rear door.
- ✓ Refurbishing and cleanup of the Municipal Building to include the painting of stairwells and trim, annual polishing of the lobby floor, and cleaning the exterior granite.
- ✓ Minor renovation of the City Court office space, installing a new door for the Judge's office and creating space for the Court Bailiffs.

#### **2008-09 Goals and Objectives:**

- Continue to respond to City Hall tenant requests in order to minimize discomfort and make timely repairs.
- Maintain the exterior landscaping in the warmer months, as well as keeping the walkways safe in the winter months.
- Refurbish the Municipal Building parking lot by sealing and restriping.
- Replace meter valves on the HVAC system and asbestos removal in the basement.
- Revisit possible energy saving through the replacement of entrance door and all windows.

Fiscal Year: 2008-09  
 Department: Municipal Building  
 Account Code: A1620  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	37,232	42,214	45,284	46,402
140 Temporary	2,317	-	-	-
150 Overtime	2,172	3,711	3,000	7,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	41,721	45,925	48,284	53,902
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	14,289	-	-
Total Equipment	-	14,289	-	-
<b>Operating Expenses</b>				
410 Utilities	65,507	65,162	72,732	59,346
420 Insurance	8,102	9,314	10,129	12,076
430 Contracted Services	18,848	21,427	106,200	43,442
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	5,234	10,266	2,500	2,500
455 Dept. Vehicle Expense	88	14	650	1,285
460 Materials and Supplies	15,283	14,248	13,970	14,000
465 Equipment < \$5,000	1,419	938	18,150	6,400
Total Operating Expenses	114,481	121,369	224,331	139,049
<b>Fringe Benefits</b>				
810 New York State Retirement	4,858	4,318	4,447	4,735
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	3,234	3,545	3,694	4,125
840 Workers' Compensation	-	-	-	-
850 Health Insurance	5,801	4,911	6,780	7,207
Total Fringe Benefits	13,893	12,774	14,921	16,067
<b>Department Total</b>	170,095	194,357	287,536	209,018

## Municipal Building

**City of Watertown**

**A1620**

**Personnel Services**

**2008-09  
Budget**

130	Wages		
	Custodial and Maintenance Spvr.	20,315	
	Laborer I (2)	26,087	\$46,402
150	Overtime		<u>\$7,500</u>
	Total Personnel Services		\$53,902

**Operating Expenses**

410	Utilities		
	Phone System	\$18,000	
	Water and Sewer	\$7,500	
	Electric	\$3,846	
	Electric (Town Clock)	\$2,000	
	Gas	\$28,000	\$59,346
420	Insurance		\$12,076
430	Contracted Services		
	Seimen's Contract	6,442	
	HVAC Maintenance	10,000	
	Grounds & Bldg, Repairs	20,000	
	Elevator Maintenance	4,000	
	Floor Machine Repair	3,000	\$43,442
450	Miscellaneous		
	Sidewalk Repairs		\$2,500
455	Department Vehicle Expense		
	Small Engine repair	500	
	Gasoline	785	\$1,285
460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint		\$14,000
465	Equipment < \$1,000		
	Rugs and Runners	1,000	
	Small Expense Items	600	
	Lock Sets	3,500	
	Thermostats	1,300	<u>\$6,400</u>
	Total Operating Expenses		\$139,049

**Fringe Benefits**

810	New York State Retirement	\$4,735
830	Social Security Expense	\$4,125
850	Health Insurance	<u>\$7,207</u>
	Total Fringe Benefits	\$16,067

**TOTAL BUDGET** **\$209,018**

**Fiscal Year:** 2008-09  
**Department:** Central Printing and Mailing  
**Account Code:** A1670  
**Function:** General Government Support



**Description:** It is the responsibility of Central Printing & Mailing to operate and maintain the Kyocera Mita 6200 & 5530 copiers, Pitney Bowes DM400 Mailing machine and the electronic mail scale located in the Municipal Building for use by all departments. All fees associated with maintenance, copy charges, stationery supplies and postage are charged to this account. This department maintains a centralized inventory of office supplies for use by all of the departments within the City. Through the use of State Contract pricing, blanket order purchasing this account has minimized the need for departmental inventorying of miscellaneous office supplies thus reducing the overall inventory expense to the City. This account is charged to advise all departments of current postal regulations and to assist each of them in determining the most economic means for mailing their parcels.

#### **2007-08 Accomplishments:**

- ✓ Investigated bar coding of mailing and its impact on postal rates.
- ✓ Replaced copier on 3rd floor City Hall.
- ✓ Investigated the consolidation of copier maintenance contracts under one contract plan.

#### **2008-09 Goals and Objectives:**

- Promote the use of Centralize Printing & Mailing by all departments.
- Investigate the benefits of consolidating all mailing by the Purchasing Department.

Fiscal Year: 2008-09  
 Department: Central Printing and Mailing  
 Account Code: A1670  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	8,664	15,000	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	8,664	15,000	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	5,550	5,478	8,400	9,650
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	32,019	29,546	30,000	32,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	38,604	42,248	40,000	45,000
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	76,173	77,272	78,400	86,650
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
<b>Department Total</b>	<b>76,173</b>	<b>85,936</b>	<b>93,400</b>	<b>86,650</b>

**Central Printing and Mailing  
City of Watertown**

**A1670**

**2008-09**

**Operating Expenses**

430	Contracted Services		
	Postage Meter Rental	1,200	
	Copier Maintenance (2nd Floor)	3,200	
	Copier Maintenance New	1,750	
	Copier Maintenance (3rd Floor)	3,500	\$9,650
450	Miscellaneous		
	Postage		\$32,000
460	Materials and Supplies		
	Office Supplies		<u>\$45,000</u>
	Total Operating Expenses		\$86,650
	<b>TOTAL BUDGET</b>		<b>\$86,650</b>

**Fiscal Year:** 2008-09  
**Department:** Information Technology  
**Account Code:** A1680  
**Function:** General Government Support



**Description:** The Information Technology Manager serves as the City's Chief Information Officer with responsibility for providing information and telecommunications services and protecting the City's information security. The IT Department is responsible for strategic technology planning, budgeting, operational support, and coordination of technology requirements and uses within and between all departments to achieve the business objectives of City. The Information Technology department's four staff members operate the City's data and voice network; manage its servers, workstations, data and software and implement and support GIS information technologies for all departments. The need for 24X7 Information services support already exists and continues to grow as new application and services are provided. In 2008-2009 two new staff are requested to support and enhance services. An Information Services Technician working an alternate shift is requested to provide support for Fire, Police, Public Works and the Water and Wastewater Departments and a Programmer position is requested to provide application and program development services for all departments and GIS services.

### **2007-08 Accomplishments**

- ✓ The Fiber network connecting eight (8) of the City's business locations is complete allowing centralization of services and equipment in a more secured setting.
- ✓ Deployment of Citrix technology has been accomplished and deployed in City Hall allowing central management of application and increased availability of Information services. In 2008-2009 the system will expand to cover the remaining remote departments.
- ✓ Rollout of a standard productivity suite across the organization has also been completed.
- ✓ A central helpdesk system has been established providing one stop services for City staff to access IT support.
- ✓ The City Website has been redesigned and new services deployed; online access to parcel information, an online service request system for City residents and an online Parks and Recreation reservation system.

### **2008-09 Goals and Objectives**

- Develop online bill payments capabilities.
- Implementation of new Parking Ticket Management System.
- Conversion of AutoCad based tax maintenance system to GIS based system funded by a State Archives and Records Grant.
- Complete the integration of the City's water infrastructure inventory into the City GIS system.
- Complete IT disaster recovery and business continuity plans and procedures..

Fiscal Year: 2008-09  
 Department: Information Technology  
 Account Code: A1680  
 Function: General Government Support



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	58,349	59,812	59,110	63,014
120 Clerical		-		-
130 Wages	72,508	95,587	149,620	154,158
140 Temporary		2,715		-
150 Overtime	184	51	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	131,041	158,165	208,730	217,172
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	55,000
Total Equipment	-	-	-	55,000
<b>Operating Expenses</b>				
410 Utilities	18,143	11,655	35,000	28,950
420 Insurance		-	-	-
430 Contracted Services	52,903	58,567	78,000	92,300
440 Fees Non Employees	-	95	1,000	12,000
450 Miscellaneous	6,998	8,662	9,300	8,625
455 Dept. Vehicle Expense		-	-	-
460 Materials and Supplies	1,248	5,126	4,500	4,500
465 Equipment < \$5,000	6,375	4,580	3,000	3,000
Total Operating Expenses	85,667	88,685	130,800	149,375
<b>Fringe Benefits</b>				
810 New York State Retirement	10,977	14,759	19,224	19,090
820 Police/Fire Retirement		-	-	-
830 Social Security Expense	9,640	11,657	15,968	16,613
840 Workers' Compensation		-	-	-
850 Health Insurance	24,230	28,958	40,836	40,332
Total Fringe Benefits	44,847	55,374	76,028	76,035
<b>Department Total</b>	261,555	302,224	415,558	497,582

# Information Technology

## City of Watertown

**A1680**

### Personnel Services

**2008-09  
Budget**

110	Salaries	
	Information Technology Manager	\$63,014
130	Wages	
	Computer Coordinator	40,979
	GIS Coordinator	42,916
	GIS Technician	35,982
	Computer Support Technician	34,281
	<b>Total Personnel Services</b>	<b><u>\$154,158</u></b>
		<b>\$217,172</b>

### Equipment

250	Miscellaneous	
	Hardware/Software - Citrix Lic.	40,000
	Server Hardware	15,000
	<b>Total Equipment</b>	<b><u>\$55,000</u></b>
		<b>\$55,000</b>

### Operating Expenses

410	Utilities	
	Network Fees	\$28,950
430	Contracted Services	
	Software Updates	56,800
	Telephone System Maintenance	15,500
	Equipment Maintenance	20,000
	<b>Total Contracted Services</b>	<b>\$92,300</b>
440	Fees, Non Employees	
	Technical Support Services	\$12,000
450	Miscellaneous	
	Travel and Training	7,125
	Publications	1,500
	<b>Total Miscellaneous</b>	<b>\$8,625</b>
460	Materials and Supplies	
	Tapes and Supplies	3,000
	Webcast Fees - Training	1,500
	<b>Total Materials and Supplies</b>	<b>\$4,500</b>
465	Equipment < \$5,000	
	Misellaneous Equipment	<u>\$3,000</u>
	<b>Total Operating Expenses</b>	<b>\$149,375</b>

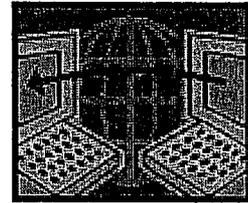
**Fringe Benefits**

810	New York State Retirement	\$19,090
830	Social Security Expense	\$16,613
850	Health Insurance	<u>\$40,332</u>
	Total Fringe Benefits	\$76,035

**TOTAL BUDGET** **\$497,582**

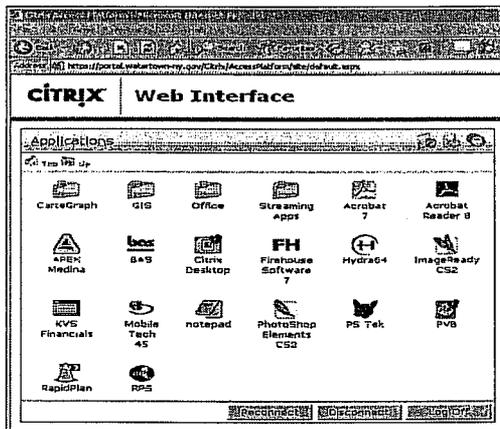
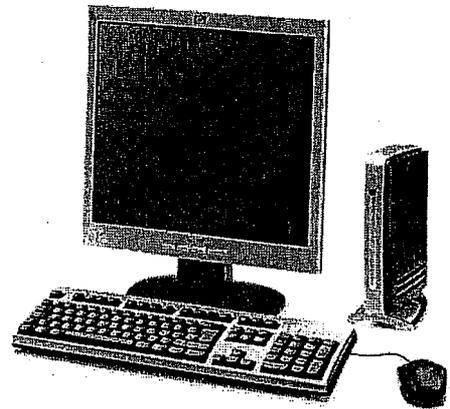
## A1680 – Information Technology

### Fiscal Year 2008-09 Equipment Requests



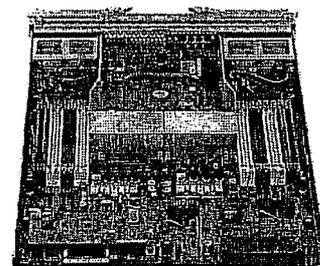
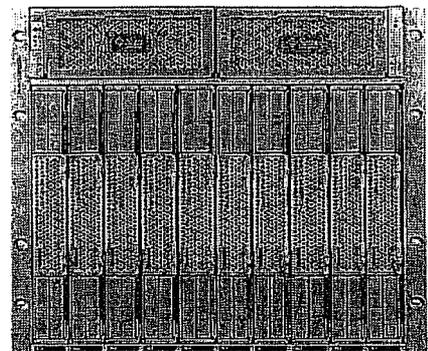
### Computer and Software Equipment: \$40,000

The funding will be used for Citrix software and licensing to complete the rollout of Citrix based services for Fire, Police, Public Works, Citibus, Electric, Parks, Water Distribution, Water Treatment remote facilities.



### Server Replacements -:\$15,000

This funding will be used to replace 3 existing servers that are coming to end of life. End-of-life servers are replaced with modular servers installed in an existing chassis eliminating the need to purchase additional backup power equipment and network interfaces. As other servers reach end of life in the future only 1 system will be required, reducing maintenance and management cost.



**Fiscal Year:** 2008-09  
**Department:** Police Department  
**Account Code:** A3120  
**Function:** Public Safety



**Description:** The City of Watertown Police Department provides protection and services to the citizens of and visitors to the City. The department is staffed with 66 sworn officers and three clerical personnel. It is divided into three divisions; Administration, Investigations and Patrol. The Watertown Police Department, in the year 2007, received 28,940 calls for service. Of those, 1,468 were motor vehicle accidents. In 2007, WPD officers arrested 1,996 adults, 132 juveniles, issued 3,508 Uniform traffic tickets and issued 4,371 parking citations.

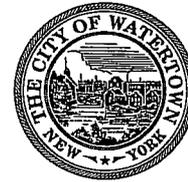
**2007-08 Accomplishments:**

- ✓ Enhanced supervision of the "C" platoon by adding one sergeant.
- ✓ Worked with the Watertown School District and started the School Resource Officer Program in Sept. 2007. Applied for and received a grant for \$10,800 to assist in implementing the SRO program.
- ✓ Diligently working to keep overtime down by monitoring platoon staffing, making adjustments to training scheduling and working with supervisors limit unnecessary overtime.
- ✓ Sought and received grants for the purchase of Bullet Proof Vests, a homeland security grant and a Tracs Computer Grant through the NYSP.
- ✓ Sponsored a fall 2007 Police Academy which is being attended by Watertown Police, Jefferson County Sheriff's and Lewis County Sheriff's.
- ✓ Worked toward reducing drug trafficking in the City and County by adding a third detective to the Metro-Jeff drug task force.

**2008-09 Goals and Objectives:**

- Work with The Watertown School District to expand the School Resource Office program to include a second officer assigned to Case Jr. and the intermediate schools.
- Provide platoons with Supervision, reducing the number of times that the shifts have a patrol officer in charge.
- To encourage physically fit and healthy police officers, work with the City Manager's Office and Union to implement Physical Fitness standards
- Continue to aggressively seek external grants and funding sources to enhance the department's equipment and the services Police Department provides the citizens of Watertown.
- To work with Jefferson County to move the police academy into the Public Safety Building in the recently vacated dispatch area. Continue to host the Police Academy here in Watertown for potential new hires in the tri-county area.
- Work towards reducing drug trafficking problem in Watertown and Jefferson County

Fiscal Year: 2008-09  
 Department: Police Department  
 Account Code: A3120  
 Function: Public Safety



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	719,225	725,503	858,879	917,333
120 Clerical	82,323	81,954	82,026	83,195
130 Wages	2,392,786	2,585,704	2,737,917	2,765,899
140 Temporary	37,300	36,642	44,000	47,000
150 Overtime	342,976	284,801	300,000	275,000
155 Holiday Pay	52,323	55,340	49,840	51,585
160 Out of Rank		-	-	-
170 Out of Code		-	-	-
180 Roll Call Pay	83,146	78,958	84,000	86,940
185 On Call Pay	9,828	-	11,000	11,000
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	5,000	6,500	4,000	5,000
Total Personnel	3,724,907	3,855,402	4,171,662	4,242,952
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	134,000
240 Highway and Street	-	-	-	-
250 Other	36,382	19,066	5,400	-
Total Equipment	36,382	19,066	5,400	134,000
<b>Operating Expenses</b>				
410 Utilities	28,081	30,416	25,750	30,400
420 Insurance	914	924	1,028	1,000
430 Contracted Services	735,089	722,075	699,185	632,358
440 Fees Non Employees	10,159	6,180	6,500	4,800
450 Miscellaneous	80,174	56,881	72,925	72,250
455 Dept. Vehicle Expense	109,132	143,332	113,860	100,400
460 Materials and Supplies	28,125	37,374	41,050	52,650
465 Equipment < \$5,000	14,983	13,271	51,500	33,500
Total Operating Expenses	1,006,657	1,010,453	1,011,798	927,358
<b>Fringe Benefits</b>				
810 New York State Retirement	8,164	7,176	9,830	7,305
820 Police/Fire Retirement	506,078	517,538	586,022	652,819
830 Social Security Expense	277,205	287,646	320,660	324,587
840 Workers' Compensation	29,158	80,556	50,000	50,000
850 Health Insurance	506,644	581,091	690,354	758,578
Total Fringe Benefits	1,327,249	1,474,007	1,656,866	1,793,289
<b>Department Total</b>	<b>6,095,195</b>	<b>6,358,928</b>	<b>6,845,726</b>	<b>7,097,599</b>

**Police Department**  
**City of Watertown**

**A3120**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	Police Chief	87,587	
	Police Captain	79,421	
	Police Lieutenant (4)	308,851	
	Police Sergeant (7)	441,474	917,333
120	Clerical		
	Secretary I	27,172	
	Senior Clerk	30,189	
	Clerk	25,834	83,195
130	Wages		
	Detectives (8)	472,143	
	Police Officer (45)	2,266,565	
	Parking Enforcement	27,191	2,765,899
140	Temporary		
	School Crossing Guards		47,000
150	Overtime		275,000
155	Holiday Pay		51,585
180	Roll Call Pay		86,940
185	On Call Pay		11,000
195	Clothing/Cleaning Allowance		<u>5,000</u>
	Total Personnel Services		<b>\$4,242,952</b>

**Equipment**

230	Motor Vehicles		
	Marked Police Vehicles (4)	109,000	
	Unmarked Police Vehicle	25,000	<u>134,000</u>
	Total Equipment		<b>\$134,000</b>

**Operating Expenses**

410	Utilities		
	Cellular Telephones	10,000	
	Westelcom/broadband	2,400	
	Wireless Communication	18,000	30,400

420	Insurance		1,000
430	Contracted Services		
	Software Maintenance	23,580	
	Net motion security contract	4,611	
	Commetex H/W & S/W Maint.	3,558	
	Onondaga Live Scan Maint.	1,000	
	Copier Lease	6,125	
	Ambulance Service	2,000	
	NYSPIN Terminal Service	3,216	
	Datamaster/Video Maintenance	1,500	
	Lightbar/Radio Maintenance	7,500	
	Advertising	500	
	Towing Service	1,250	
	PSB Dispatch, Rent, Gas, Phone	355,787	
	PSB Capital	217,331	
	Copier Maintenance - C.I.D.	400	
	Radar Recertification	2,100	
	Portable Toilets	900	
	Laser Printer Maintenance	1,000	632,358
440	Fees, Non Employee		
	Veterinary Care Expenses	1,000	
	New Hires Physicals	1,400	
	New Hires Psychologicals	1,400	
	Crossing Guard Physicals	1,000	4,800
450	Miscellaneous		
	Tuition Assistance	1,500	
	Training Schools	11,000	
	Quartermaster Program	40,000	
	Shipping Expenses	750	
	Travel Reimbursements	3,000	
	Investigation Funds	10,000	
	Dickman Directories	500	
	K9 Boarding	500	
	Printed Materials/Brochures	5,000	72,250
455	Dept. Vehicle Expenses		
	Vehicle Leasing - Unmarked	18,600	
	Replacement Tires	9,000	
	Auto Liability Insurance	20,000	
	General & Collision Repairs	40,000	
	Patrol Equipment Change Over	3,000	
	Preventive Maintenance	7,000	
	Vehicle Marking Materials	2,800	100,400

460	Materials and Supplies		
	Training Ammo	7,000	
	Service Ammo	2,500	
	Range Supplies	1,800	
	Safety Flares	2,000	
	Identification Materials	8,000	
	K-9 Dog Food	1,000	
	Parking Tickets	1,500	
	Ditigal ID System Supplies	1,000	
	General Office Supplies	4,000	
	Printed Forms	3,000	
	Training Supplies	1,500	
	DARE Supplies	3,500	
	SRO Supplies	2,000	
	Crossing Guard Supplies	700	
	General Police Supplies	8,000	
	Portable Radio Batteries	2,500	
	Pepper spray replacement	500	
	Defensive tactics supplies	1,000	
	Window tint meters	400	
	CPR one way masks (75)	750	52,650
465	Equipment <\$5,000		
	Computers, printers and Equip	17,000	
	Heartstart Defibrillators*	14,000	
	Trijicon handgun night sights	2,500	33,500
	Total Operating Expenses		\$927,358

### Fringe Benefits

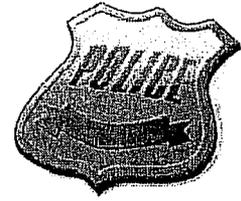
810	New York State Retirement	7,305
820	Police Retirement System	652,819
830	Social Security Expense	324,587
840	Workers' Compensation	50,000
850	Health Insurance	758,578
	Total Fringe Benefits	\$1,793,289

**TOTAL BUDGET** **\$7,097,599**

\* Grant Dependent

## A3120 – Police Department

Fiscal Year 2008-09  
Equipment Requests



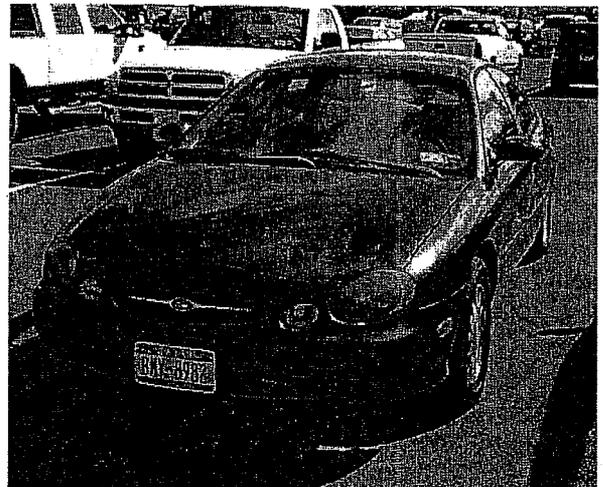
### Vehicle Replacement - \$109,000

To effectively maintain the Departments fleet in a cost effective manner, four marked patrol cars are replaced each year. This process removes the oldest cars with the highest mileage during each cycle. This year the department proposes ordering four patrol cars of the State Contract bidding procedure.



### Unmarked Vehicle replacement - \$25,000

The Police Department maintains a detective unit. The detective unit uses unmarked vehicles to conduct investigations. We currently have a 1999 Ford Taurus with over 90,000 miles. It is rusted and has become unreliable needing expensive repairs.



**Fiscal Year:** 2008-09  
**Department:** Fire Department  
**Account Code:** A3410  
**Function:** Public Safety



**Description:** The City of Watertown Fire-Rescue Department provides fire suppression, EMS, technical rescue, fire prevention, code enforcement, and fire education services to the citizens of and visitors to the City. The Department is staffed with 82 well-trained sworn members and one clerical person. The Fire Rescue Department is comprised of two divisions; Operations, the largest, and Support which includes Administration, Fire Prevention/Code Enforcement and Training. In 2007, the department received 2,761 calls for service. Of those, 560 were for fires and hazardous conditions, and 1,309 were EMS/Rescue related. The Department conducted 9,051 occupied building inspections, issued 205 written violations, trained 4,449 civilian personnel, counseled 27 juvenile fire setters, and distributed 204 smoke alarms.

#### **2007-08 Accomplishments**

- ✓ The Department has updated standard operating procedures concerning fire fighter accountability, rapid intervention, and incident command.
- ✓ The Department has completed fire fighter safety/survival training for all members.
- ✓ The Department received a grant from FEMA to purchase a new fire extinguisher training prop.
- ✓ The Department has developed procedures to identify truss construction in buildings during spring inspections.
- ✓ The Department in conjunction with the Police Department and Jefferson County has applied through New York State for an Interoperable Radio Grant.
- ✓ The Department has upgraded the Department's support Fleet.

#### **2008-09 Goals and Objectives**

- Acquire new personal protective equipment to meet national fire fighter safety standard mandates.
- Complete the upgrade of the fire suppression fleet to comply with national standards.
- Develop in coordination with City Police, City DPW, City Water departments, and Jefferson County agencies a Regional Comprehensive Digital Communications Plan to include a timeline and costs, to meet interoperability needs while meeting new FCC requirements.
- Reduce fire apparatus maintenance cost by developing in-house (City DPW) fire apparatus maintenance expertise.
- Renew the Fire Accreditation Process utilizing the updated Fire Accreditation procedure.
- Continue to seek external grant funding such as the "Assistance to Firefighters" grant and other Federal and State funding opportunities to augment Department operational needs.

Fiscal Year: 2008-09  
 Department: Fire Department  
 Account Code: A3410  
 Function: Public Safety



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	1,613,677	1,641,757	1,694,783	1,770,287
120 Clerical	28,626	29,340	30,189	30,189
130 Wages	2,321,733	2,409,597	2,515,700	2,675,006
140 Temporary	-	-	-	-
150 Overtime	347,203	376,136	325,000	300,000
155 Holiday Pay	151,829	161,350	154,000	165,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	1,000	3,000	9,000	16,500
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>4,464,068</b>	<b>4,621,180</b>	<b>4,728,672</b>	<b>4,956,982</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	7,600	225,000
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>7,600</b>	<b>225,000</b>
<b>Operating Expenses</b>				
410 Utilities	63,425	65,899	71,000	57,850
420 Insurance	4,530	5,676	6,875	4,756
430 Contracted Services	225,733	241,911	215,500	141,500
440 Fees Non Employees	1,035	1,995	7,700	2,500
450 Miscellaneous	41,087	35,664	37,050	40,350
455 Dept. Vehicle Expense	90,237	94,265	99,018	138,849
460 Materials and Supplies	32,328	35,769	37,000	39,750
465 Equipment < \$5,000	43,133	55,378	74,200	178,275
<b>Total Operating Expenses</b>	<b>501,508</b>	<b>536,557</b>	<b>548,343</b>	<b>603,830</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	2,978	2,877	2,780	2,650
820 Police/Fire Retirement	773,291	824,958	929,470	1,013,745
830 Social Security Expense	331,941	342,841	361,743	379,209
840 Workers' Compensation	66,275	44,854	55,000	60,000
850 Health Insurance	701,204	790,147	879,319	929,524
<b>Total Fringe Benefits</b>	<b>1,875,689</b>	<b>2,005,677</b>	<b>2,228,312</b>	<b>2,385,128</b>
<b>Department Total</b>	<b>6,841,265</b>	<b>7,163,414</b>	<b>7,512,927</b>	<b>8,170,940</b>

**Fire Department**  
**City of Watertown**

**A3410**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	Fire Chief	\$80,738	
	Deputy Fire Chief	\$75,444	
	Battalion Fire Chief (5)	\$357,387	
	Fire Captain (21)	\$1,256,718	\$1,770,287
120	Clerical		
	Secretary		\$30,189
130	Wages		
	Firefighter(54)		\$2,675,006
150	Overtime		\$300,000
155	Holiday Pay		\$165,000
190	EMT Incentive		<u>\$16,500</u>
	Total Personnel Services		\$4,956,982

**Equipment**

250	Other Equipment		
	Thermal imaging Cameras	30,000	
	Self Contained Breathing App.*	120,000	
	Air Compressor *	75,000	<u>\$225,000</u>
	Total Equipment		\$225,000

**Operating Expenses**

410	Utilities		
	Telephone	15,800	
	Westelcom	4,000	
	Gas	29,000	
	Water and Sewer	6,000	
	Electric	3,050	\$57,850
420	Insurance		\$4,756
430	Contracted Services		
	Advertising, Copy Machine Serv.	3,000	
	Repairs, Tools, Equip.	8,500	
	Miscellaneous Bldg. Repairs	9,000	
	Clean HVAC System	10,000	
	Electric, Plumbing/HVAC Repairs	8,500	

	Radio Repair & Service	4,500	
	Testing/Repair SCBA Equipment	2,000	
	Hardware/Software Maintenance	15,000	
	SCBA Compressor Maint.	5,000	
	PSB Dispatch Expenses	76,000	\$141,500
440	Fees, Non Employee		
	Physicals, OSHA Testing		\$2,500
450	Miscellaneous		
	Dues, Memberships	1,500	
	NFPA Subscriptions	1,100	
	Arson Seminars (Fire/Police)	2,000	
	Fire Training	12,500	
	Mechanics Travel & Training	2,250	
	Fire Accreditation Fee	3,000	
	Books & Publications	1,500	
	Shipping	1,000	
	Travel Reimbursement	5,500	
	NYS Code Subscription	2,500	
	Hats, Badges, Clothing	7,500	\$40,350
455	Dept. Vehicle Expenses		
	Fire Apparatus Parts	27,500	
	Testing Fire Appatatus/OSHA	4,000	
	Vehicle Preventive Maintenance	8,500	
	DPW Charges, Gas, Oil	45,365	
	Automobile Parts, Repairs	12,000	
	Diesel Motor Oil	1,200	
	Diesel Fuel	24,500	
	Insurance	15,784	\$138,849
460	Materials and Supplies		
	Office Supplies	3,500	
	Maint. and Cleaning Supplies	15,000	
	Training Supplies	4,000	
	Chemicals for Extinguishers	2,500	
	Medical Supplies	4,000	
	Air Filters HVAC Units	750	
	FPB Publications/Supplies	10,000	\$39,750
465	Equipment < \$5,000		
	Turnout Gear (8)	15,525	
	Boots	2,500	
	Gloves, Face Pieces, Hoods	3,500	
	ANSI Safety Vests	2,500	
	Fire Helmets (20)	4,000	

Digital Camera	450	
Dining Chairs (6)	1,000	
Life Rope, Hose, Nozzles, Ropes	8,000	
DOL Safety Ropes and Access. *	20,000	
New Turnout Gear *	97,000	
LDH Hose and Connections	3,000	
Rescue Truck Equipment	4,000	
Confined Space	2,500	
Water/River Rescue	2,500	
Station Public Address System	4,000	
Pumper Tools	4,800	
Truck Tools	3,000	<u>\$178,275</u>
Total Operating Expenses		\$603,830

### **Fringe Benefits**

810 New York State Retirement	\$2,650
820 Fire Retirement System	\$1,013,745
830 Social Security Expense	\$379,209
840 Worker's Compensation	\$60,000
850 Health Insurance	<u>\$929,524</u>
Total Fringe Benefits	\$2,385,128

**TOTAL BUDGET** **\$8,170,940**

\* Grant Funding Sought

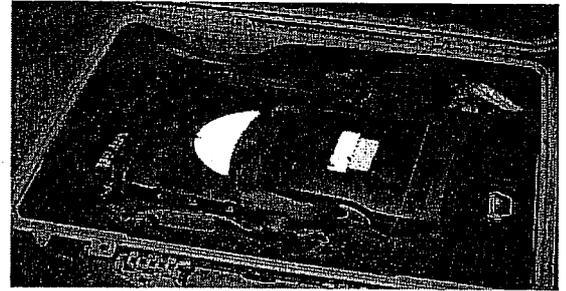
A3410 – Fire Department

Fiscal Year 2008-09  
Equipment Request



Purchase Thermal Imaging Cameras: \$30,000

These cameras improve fire fighter safety when dealing with the hazards of new truss type construction which place new risks on fire fighters. These cameras have become essential fire fighting tools. Two are requested to be purchased this year and two additional cameras will be requested next year.



Purchase Self-Contained Breathing Apparatus/Accessories: \$120,000

The Department needs to purchase 10 additional self-contained breathing apparatus with spare cylinders to comply with emerging standards. It is also looking to upgrade the remaining 7 year old breathing apparatus to comply with current standards. This purchase is dependent upon award of "Fire Act" Grant.



Replacement Breathing Air Compressor System: \$75,000

The requirement to have a reliable source of breathing air for firefighter use is essential to basic fire suppression. This unit supplies air to the self contained breathing apparatus. The current unit is 19 years old and needs replacement to continue to meet Department needs. This purchase is dependent upon award of "Fire Act" Grant.



**Fiscal Year:** 2008-09  
**Department:** Animal Control  
**Account Code:** A3510  
**Function:** Public Safety



**Description:** Control of Animals is provided to enforce the City Code, answer animal complaints, control stray dogs, handle animal bites and dispose of unclaimed and/or dead animals. The general objectives of Animal Control are to enforce the City Dog Control ordinance, the Agricultural Market Law and provide a shelter. Residents are advised of animal control and licensing requirements for dogs. The City also works with the Jefferson County Public Health Department on rabies control and animal bites. Effective April 1, 1999 the City contracted with the County of Jefferson to provide Animal Control services.

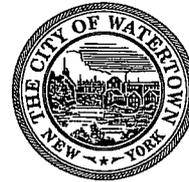
### **2007-08 Accomplishments**

- ✓ Continued to work with Jefferson County to ensure that the service levels provided under the terms of the 1999 Agreement meet the needs of City residents.

### **2008-09 Goals and Objectives:**

- Work with the Town of Watertown and Jefferson County to find alternative ways to deal with the growing deer population in the City.
- Review services provided by Jefferson County to determine appropriate service level and compensation for negotiation of new contract, as current contract expires in April 2009.

Fiscal Year: 2008-09  
 Department: Animal Control  
 Account Code: A3510  
 Function: Public Safety



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	-	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	85,382	85,382	85,382	85,382
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	75	848	-	-
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	85,457	86,230	85,382	85,382
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	-	-	-	-
<b>Department Total</b>	85,457	86,230	85,382	85,382

# Control of Animals

City of Watertown

A3510

Personnel Services

2008-09

Budget

Operating Expenses

430 Contracted Services  
Contract with Jefferson County

\$85,382

Total Operating Expenses

\$85,382

**TOTAL BUDGET**

**\$85,382**

**Fiscal Year:** 2008-09  
**Department:** Bureau of Code Enforcement  
**Account Code:** A3620  
**Function:** Public Safety



**Description:** The Bureau of Code Enforcement follows and enforces Local and State regulations pertaining to life safety and the general welfare of the public. The Code Enforcement staff consists of the Supervisor, two officers, two fire personnel and one aide. This department maintains an excellent working relationship with all City departments, as well as County and State agencies and private organizations in the interest of health, safety and the general progress of quality of life in the City of Watertown. There were 745 Building Permits issued last year, ranging from fences to minor repairs to complete building projects, having an approximate construction value of \$15,000,000. Additionally, this office processed approximately 50 Sign Permits, 260 Heating Permits, 45 Certificates of Occupancy, and 52 Certificates of Compliance, generating total permit revenue of about \$39,520. This office again fielded and investigated over 1,340 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure.

#### **2007-08 Accomplishments**

- ✓ Worked in cooperation with commercial developers to see the following major projects to completion: Hampton Inn on Commerce Park Drive, the Starwood Apartments project, the new McDonald's building on Arsenal Street, new Two Brothers Pizza on Coffeen Street, several Habitat for Humanity homes, and several other new single family homes within the City.
- ✓ Worked with City Council and City Attorneys to respond to the public's concerns at 126 Ward Street and will continue to address those concerns.
- ✓ Actively brought to conclusion the demolition of two fire damaged properties to ensure public safety: 201-250 Academy Street and 1205-1207 Columbia Street.

#### **2008-09 Goals and Objectives**

- Continue in our never-ending learning process to stay up-to-date on all New York State Building Code by attending in-service training available, as well as receiving and understanding the newly published NYS building, maintenance, energy, fuel, and fire codebooks.
- Continue to ensure that building within the City conforms to all the NYS Building Code, whether it is new commercial or residential construction, or smaller projects or repairs.
- Utilizing and finding ever-increasing uses for the improved data tracking and reporting through the Hansen system.
- Uphold responsibility of blight removal with the property owners, while working in conjunction with the City Assessor, Planning office, Engineering office, and City Manager's office.

Fiscal Year: 2008-09  
 Department: Bureau of Code Enforcement  
 Account Code: A3620  
 Function: Public Safety



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	54,423	56,421	55,130	58,772
120 Clerical	28,797	29,256	31,443	32,763
130 Wages	68,767	85,010	88,279	90,460
140 Temporary	-	-	-	-
150 Overtime	11,425	8,269	7,500	9,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	5,126	4,362	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>168,538</b>	<b>183,318</b>	<b>182,352</b>	<b>190,995</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	2,277	1,130	1,500	1,300
420 Insurance	-	-	-	-
430 Contracted Services	16,760	26,869	215,100	73,800
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	6,529	2,182	6,175	6,450
455 Dept. Vehicle Expense	3,242	4,899	6,180	9,360
460 Materials and Supplies	2,755	1,435	2,500	3,500
465 Equipment < \$5,000	383	371	500	700
<b>Total Operating Expenses</b>	<b>31,946</b>	<b>36,886</b>	<b>231,955</b>	<b>95,110</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	17,140	15,740	16,795	16,791
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	12,383	13,419	13,950	14,611
840 Workers' Compensation	-	-	-	-
850 Health Insurance	35,735	42,925	49,022	52,408
<b>Total Fringe Benefits</b>	<b>65,258</b>	<b>72,084</b>	<b>79,767</b>	<b>83,810</b>
<b>Department Total</b>	<b>265,742</b>	<b>292,288</b>	<b>494,074</b>	<b>369,915</b>

# Code Enforcement

## City of Watertown

A3620

Personnel Services		2008-09 Budget
110	Salaries	
	Code Enforcement Supervisor	\$58,772
120	Clerical	
	Code Enforcement Aide	\$32,763
130	Wages	
	Sr. Code Enforcement Officer	49,371
	Code Enforcement Officer	41,089
		\$90,460
150	Overtime	<u>\$9,000</u>
	Total Personnel Services	\$190,995

### Operating Expenses

410	Utilities		
	Cell Phones		\$1,300
430	Contracted Services		
	Health Officer	6,000	
	Printing	500	
	Exterminating Services	150	
	Blight Removal/Demolitions	50,000	
	Title Searches	1,500	
	Asbestos Surveys	11,000	
	Hansen Software Maintenance	4,500	
	Tire Disposal	150	\$73,800
450	Miscellaneous		
	Travel and Training	4,500	
	Publications	1,200	
	Dues	500	
	Safety Gear/Supplies	250	\$6,450
455	Vehicle Expense		
	Gasoline	4,710	
	Insurance	1,650	
	Maintenance	3,000	\$9,360
460	Materials and Supplies		
	Property Securing Materials		\$3,500
465	Equipment < \$5,000		
	Small Tools		<u>\$700</u>
	Total Operating Expenses		\$95,110

**Fringe Benefits**

810	New York State Retirement	\$16,791
830	Social Security Expense	\$14,611
850	Health Insurance	<u>\$52,408</u>
	Total Fringe Benefits	\$83,810

**TOTAL BUDGET** **\$369,915**

**Fiscal Year:** 2008-09  
**Department:** Hydroelectric Production  
**Account Code:** A5184  
**Function:** Home and Community Services



**Description:** This account covers costs associated with daily operation and maintenance of the City's Hydroelectric facility. The operation and maintenance of the hydro plant is a service provided under contract by Mercer Construction. Mercer is responsible for the day-to-day operation of the plant in conformance with our FERC permit and maintenance of the generators, switchgear, relays, bypass pumps, computers, monitoring equipment (both in the plant and on the river), and all other facilities required to produce electricity for City use and resale. The goal for this department is to monitor operations to maximize power production from plant within the limits imposed by the requirements of the FERC permit. During Fiscal Year 2006.2007, generation totaled 25,627,830-kilowatt hours.

#### **2007-08 Accomplishments:**

- ✓ Replaced two doors at east façade of building and repair the sliding doors on the north facade.
- ✓ Replaced plant UPS and batteries and relocated the batteries to the operating floor.

#### **2008-09 Goals and Objectives:**

- Seal cracks in plant foundation.
- Dewater canal, clean forebay and trash rack base, and examine structures for cracks.
- Assess condition of wood framed windows that were repaired, re-glazed, and painted in the Summer of 2001.
- Install an intruder alarm system.
- Institute an annual infrared inspection of equipment.
- Develop a project scope to install a system to allow routine cleaning of the intake gate to maximize generation.
- Review and consider options for improving operating procedures that might increase annual power production.

Fiscal Year: 2008-09  
 Department: Hydroelectric Production  
 Account Code: A5184  
 Function: Home and Community Services



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	338	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>338</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	2,500	2,784	2,200	2,200
420 Insurance	7,034	6,841	8,400	7,000
430 Contracted Services	222,812	242,731	226,500	230,500
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	840	-	-	45,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	7,500	7,500
465 Equipment < \$5,000	-	-	6,000	12,000
<b>Total Operating Expenses</b>	<b>233,186</b>	<b>252,356</b>	<b>250,600</b>	<b>304,200</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	26	-	-	-
840 Workers' Compensation	43,297	50,848	46,000	46,000
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>43,323</b>	<b>50,848</b>	<b>46,000</b>	<b>46,000</b>
<b>Department Total</b>	<b>276,847</b>	<b>303,204</b>	<b>296,600</b>	<b>350,200</b>

# Hydroelectric Production

City of Watertown

**A5184**

2008-09  
Budget

## Operating Expenses

410	Utilities		
	Telephone	1,900	
	Electric (Huntington Dam)	300	\$2,200
420	Insurance		\$7,000
430	Contracted Services		
	Operations & Maintenance	215,000	
	Additional Services	12,000	
	FERC License Fee	3,500	\$230,500
450	Miscellaneous		
	De-water Canal, Misc Repairs		\$45,000
460	Materials & Supplies		
	Repair Parts & Spares		\$7,500
465	Equipment < \$5,000		
	Door Replacement & Repair		<u>\$12,000</u>
	Total Operating Expenses		\$304,200

## Fringe Benefits

840	Workers' Compensation		<u>\$46,000</u>
	Total Fringe Benefits		\$46,000

**TOTAL BUDGET** **\$350,200**

**Fiscal Year:** 2008-09  
**Department:** Traffic Control and Lighting  
**Account Code:** A5186  
**Function:** Transportation



**Description:** This division of Public Works is responsible for the care and maintenance of the traffic signage and roadway markings as well as the signal devices at the City's 39 controlled intersections. This division consists of three IBEW employees; the Line Crew Chief who is a time served Journeyman Lineman and Wireman as well as an International Municipal Signal Association (IMSA) Level II Traffic Signal Technician, two Line Workers II who are presently classified as Apprentice Lineman and two CSEA Traffic Sign Maintenance Workers. This sub-division is also assigned the maintenance of the lighting systems at the City owned parking lots and recreational facilities, including the Fairground's baseball and multipurpose field lighting. In addition, the IBEW employees maintain all external and internal lighting and electrical requirements at City owned facilities.

#### **2007-08 Accomplishments:**

- ✓ Completed the installation of the new conduit and bases for the ornamental street lighting system in the 300 block of Sterling Street.
- ✓ Completed IT Fiber connection from Newell Street to Massey Street Fire Station.
- ✓ Implemented the transition of the Federal Manual of Uniform Traffic Control Devices and New York State Supplemental Manual into our Standard Operation Procedures as it relates to signalization, highway signage and work zone traffic control.

#### **2008-09 Goals and Objectives:**

- Install semi-actuated traffic signal assembly on outer Washington Street to service both the Samaritan/Orthopedic Medical Campus and the new Summit Wood housing project.
- Continue construction support for the IT communication system, as it relates to the State Street, Public Square and the Public Safety Building corridors.
- Install new generator and transfer switch at City Hall for standby emergency power.
- Continue integration of CarteGraph Sign and Traffic Signal Modules to document assets and track maintenance schedules.

Fiscal Year: 2008-09  
 Department: Traffic Control and Lighting  
 Account Code: A5186  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	53,073	54,876	54,434	59,405
120 Clerical	-	-	-	-
130 Wages	115,058	125,705	119,633	140,309
140 Temporary	1,350	3,902	4,400	4,400
150 Overtime	20,049	20,343	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	242	358	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>189,772</b>	<b>205,184</b>	<b>198,467</b>	<b>224,114</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	8,000
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,000</b>
<b>Operating Expenses</b>				
410 Utilities	402,643	427,377	420,800	433,475
420 Insurance	45	117	133	900
430 Contracted Services	3,230	2,449	10,250	13,550
440 Fees Non Employees	95	432	300	400
450 Miscellaneous	1,513	3,606	5,750	4,250
455 Dept. Vehicle Expense	14,835	22,017	17,397	27,897
460 Materials and Supplies	47,343	54,275	57,250	63,000
465 Equipment < \$5,000	4,610	14,901	6,700	4,000
<b>Total Operating Expenses</b>	<b>474,314</b>	<b>525,174</b>	<b>518,580</b>	<b>547,472</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	16,103	18,048	17,910	19,316
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	14,070	15,156	15,183	16,830
840 Workers' Compensation	137	-	-	500
850 Health Insurance	34,775	37,113	46,347	47,491
<b>Total Fringe Benefits</b>	<b>65,085</b>	<b>70,317</b>	<b>79,440</b>	<b>84,137</b>
<b>Department Total</b>	<b>729,171</b>	<b>800,675</b>	<b>796,487</b>	<b>863,723</b>

# Municipal Traffic Control and Lighting

## City of Watertown A5186

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries	
	Line Crew Chief	\$59,405
130	Wages	
	Lineworker II (2)	95,846
	Sign Maintenance Worker (2)*	44,463
140	Temporary	\$4,400
150	Overtime	<u>\$20,000</u>
	Total Personnel Services	\$224,114
<b>Equipment</b>		
250	Equipment > \$5,000	
	Traffic Signal Cabinet	<u>\$8,000</u>
	Total Equipment	\$8,000
<b>Operating Expenses</b>		
410	Utilities	
	Cellular Phone	1,100
	Traffic Signals - Electric	17,600
	Street Lighting - Electric	400,000
	Electric for Christmas Decorations	3,500
	Natural Gas/Electric (EngineSt)	9,500
	Telecommunication Signals	875
	Water/Sewer/City Billed Electric	900
		\$433,475
420	Insurance	\$900
430	Contracted Services	
	Janitorial Services	4,800
	Control Traffic Count	4,000
	Equipment Rentals	1,500
	Electrical Inspection Fees	250
	Building Maintenance	1,000
	Tool Repairs	1,500
	Welding/Cylinder Supplies/Rental	500
		\$13,550
440	Fees, Non Employee	
	Employment Related Testing	\$400

450	Miscellaneous		
	Professional Certification/Testing	3,000	
	Personnel and Vehicular Safety	1,250	\$4,250
455	Dept. Vehicle Expense		
	Maintenance & Repairs	7,500	
	Routine Preventive Maintenance	600	
	Gas and Diesel Fuel	10,705	
	Vehicle Safety Inspection (4)	2,500	
	Insurance	6,592	\$27,897
460	Materials and Supplies		
	Electrical: Electrical Supplies	6,500	
	Loop Wire & Sealant	3,500	
	Traffic Signal Wire	2,500	
	Signal Maintenance/Repair	3,000	
	Building Maintenance/Repair	2,000	
	Hand Tools & Supplies	3,750	
	Personal Protective Gear	1,750	
	Electrical Hardware & LED Arrows	7,000	
	Miscellaneous Supplies	4,000	
	Sign and Paint Crew:		
	Aluminum Sign Blanks	6,000	
	Hardware and Sign Faces	6,000	
	Reflective Sheeting	7,000	
	Channel Posts	4,000	
	Road Paint	2,500	
	Paint Stencils	1,000	
	Miscellaneous Supplies	2,500	\$63,000
465	Equipment < \$5,000		
	Trailer (Sign Dept)	2,000	
	Generator (1 Electric / 1 Signs)	2,000	<u>\$4,000</u>
	Total Operating Expenses		\$547,472

**Fringe Benefits**

810	New York State Retirement	\$19,316
830	Social Security Expense	\$16,830
840	Workers' Compensation	\$500
850	Health Insurance	<u>\$47,491</u>
	Total Fringe Benefits	\$84,137

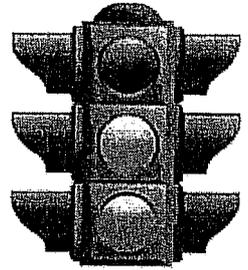
**TOTAL BUDGET**

**\$863,723**

\* 33% A5142

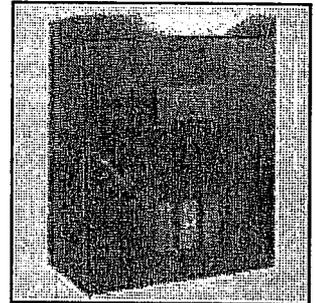
A5186 – Municipal Traffic Control and Lighting

Fiscal Year 2008-09  
Equipment Requests



Traffic Signal Cabinet \$8,000.00

This request is for a NEMA 8-phase TS2 traffic signal cabinet and controller. This cabinet and controller will be for upgrade/replacement of an existing TS1 controller that is currently in service.



**Fiscal Year:** 2008-09  
**Department:** Watertown International Airport  
**Account Code:** A5610  
**Function:** Transportation



**Description:** The Watertown International Airport is a certified "FAR Part 139" full service airport located in the Town of Hounsfield. This airport was formerly owned and operated by the City of Watertown. The Instrument Runway, 7-25, measures 150 ft. by 5,000 ft. and is equipped with ILS, VOR, and PAPI. The Visual Runway, 10-28, measures 150 ft. by 5,000 ft. and is equipped with PAPI and the FAA maintained RIEL system.

**2007-08 Accomplishments:**

- ✓ Supported a smooth transfer of operations of the Watertown International Airport to the County of Jefferson.

Fiscal Year: 2008-09  
 Department: Watertown International Airport  
 Account Code: A5610  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	34,761	-	-	-
120 Clerical	-	-	-	-
130 Wages	86,581	-	-	-
140 Temporary	-	-	-	-
150 Overtime	28,468	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>149,810</b>	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	53,116	-	-	-
420 Insurance	8,419	-	-	-
430 Contracted Services	15,278	3,348	-	-
440 Fees Non Employees	2,950	-	-	-
450 Miscellaneous	1,384	-	-	-
455 Dept. Vehicle Expense	24,770	-	-	-
460 Materials and Supplies	25,984	-	-	-
465 Equipment < \$5,000	238	-	-	-
<b>Total Operating Expenses</b>	<b>132,139</b>	<b>3,348</b>	-	-
<b>Fringe Benefits</b>				
810 New York State Retirement	20,450	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,183	-	-	-
840 Workers' Compensation	11,556	-	-	-
850 Health Insurance	31,005	-	-	-
<b>Total Fringe Benefits</b>	<b>74,194</b>	-	-	-
<b>Department Total</b>	<b>356,143</b>	<b>3,348</b>	-	-

**Fiscal Year:** 2008-09  
**Department:** Citibus  
**Account Code:** A5630  
**Function:** Transportation



**Description:** The City of Watertown provides a fixed route public transportation system complete with ADA complementary Paratransit Service operating Monday through Friday 7:00 a.m. until 6:15 p.m. and on Saturdays from 9:40 a.m. until 5:35 p.m. Ridership on the fixed route service has increased by 7,038 passengers, an approximate 5.5% increase, and the Paratransit ridership increased by 758 passengers, an approximately 13.9% increase. The fare structure has remained unchanged; \$1.00 for adults, \$0.50 for children 12 and under, \$0.75 for students with an ID; transfers are free. 20 ticket coupon books are available to all passengers at a discounted rate of \$16.00, or at the additionally discounted rate of \$10.00 to both senior citizens and disabled persons. Paratransit fares are \$2.00 one-way. During the last fiscal year revenues of \$94,096 were generated from passenger sales. Approximately 40-45% of the funding for bus operations comes from State and Federal Programs, 15-20 % comes from users of the system through fares and the remaining cost is supported through the General Fund.

#### **2007-08 Accomplishments:**

- ✓ NYSDOT Commissioner Astrid Glynn toured our facilities on September 13<sup>th</sup>, giving a very favorable evaluation of our overall operation.
- ✓ Received final approval of System Safety Plan for Biennial Certification pursuant to Section 17B of the Transportation law.
- ✓ City / County Contract of Transportation Services for OFA Senior Program.
- ✓ Local Development of a Mandated Coordinated Plan (SAFETEA-LU).
- ✓ Survey of passenger transportation requests for expansion of services.

#### **2008-09 Goals and Objectives:**

- Network with Fort Drum and Regional Transit Agencies to better understand and strategize on how to meet the needs and expectations of our changing and expanding population.
- Evaluate the need and/or impact to upgrade our transit program's current DOT status to Operating Authority
- Redesign routes for proposed expansion of our current service area in response to customer requests indicated in the passenger survey results. Spec and order a new transit bus.

Fiscal Year: 2008-09  
 Department: Citibus  
 Account Code: A5630  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	235,470	226,442	258,686	256,272
140 Temporary	32,094	48,963	38,000	38,000
150 Overtime	7,623	8,998	11,000	11,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	275,187	284,403	307,686	305,272
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	12,762	8,439	15,690	12,750
420 Insurance	1,221	1,297	1,708	1,368
430 Contracted Services	57,049	64,381	71,410	85,310
440 Fees Non Employees	1,385	1,904	2,500	2,500
450 Miscellaneous	7,555	5,617	9,100	7,450
455 Dept. Vehicle Expense	105,750	105,627	109,247	186,710
460 Materials and Supplies	4,939	9,403	8,450	8,450
465 Equipment < \$5,000	2,954	3,292	-	1,200
Total Operating Expenses	193,615	199,960	218,105	305,738
<b>Fringe Benefits</b>				
810 New York State Retirement	27,805	27,321	26,588	26,805
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	20,722	21,283	23,538	23,355
840 Workers' Compensation	33,136	42,452	19,900	25,000
850 Health Insurance	40,671	45,799	53,754	50,135
Total Fringe Benefits	122,334	136,855	123,780	125,295
<b>Department Total</b>	591,136	621,218	649,571	736,305

## CitiBus

### City of Watertown

**A5630**

#### Personnel Services

**2008-09  
Budget**

130	Wages		
	Transit Supervisor	55,380	
	Head Bus Driver	39,553	
	Bus Driver (5)	161,339	\$256,272
140	Temporary		38,000
150	Overtime		<u>11,000</u>
	Total Personnel Services		<b>\$305,272</b>

#### Operating Expenses

410	Utilities		
	Water/Sewer	1,200	
	Electric	3,500	
	Gas	7,500	
	Cellular Phone	550	\$12,750
420	Insurance		\$1,368
430	Contracted Services		
	Paratransit Contract	70,070	
	Janitorial Services	9,465	
	Yellow Page Listing	330	
	Alarm System Monitoring	360	
	Overhead Door Maintenance/Repair	1,500	
	Semi Annual Sprinkler Inspections	235	
	Heating System Maintenance	1,350	
	Miscellaneous Services	2,000	\$85,310
440	Fees, Non Employee		
	Employment Related Testing		\$2,500
450	Miscellaneous		
	Uniforms	1,500	
	Safety Shoes	600	
	Reference Books	100	
	Miscellaneous Postage	100	
	Mileage Reimbursements	1,000	
	Seminars (Reimbursed by NYS)	3,350	
	NY Public Transit Dues	300	
	Driver Safety Training	500	\$7,450

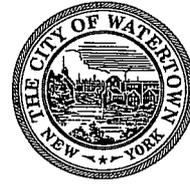
455	Dept. Vehicle Expense		
	Insurance for Buses	11,300	
	Insurance for Paratransit	3,300	
	Tires	4,200	
	Fuel for Buses	103,910	
	Fuel for Paratransits	26,500	
	Repairs and Maintenance	35,000	
	Repairs and Maintenance Paratransit	2,500	\$186,710
460	Materials and Supplies		
	Landscape/Streetscape	750	
	Weather Gear	200	
	Office Supplies	500	
	Cleaning / Supplies	3,250	
	Printing (tickets, transfers, stationary)	3,750	\$8,450
465	Equipment < \$5,000		
	Snowblower		<u>\$1,200</u>
	Total Operating Expenses		\$305,738

#### **Fringe Benefits**

810	New York State Retirement		\$26,805
830	Social Security Expense		\$23,355
840	Workers' Compensation		\$25,000
850	Health Insurance		<u>\$50,135</u>
	Total Fringe Benefits		\$125,295

<b>TOTAL BUDGET</b>			<b>\$736,305</b>
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**Fiscal Year:** 2008-09  
**Department:** City Parking Facilities  
**Account Code:** A5650  
**Function:** Transportation



**Description:** Expenses incurred for the maintenance of the following off street parking areas are charged to this account.

1. J.B. Wise Parking Lot
2. Clinton/Stone Street Parking Lot
3. Arsenal Street Parking including Deck and covered parking.
4. Court Street Parking Lot.
5. State Street Parking Lot.
6. Arcade Street Parking Lot.
7. High Street Parking Lot
8. Union Street Parking Lot

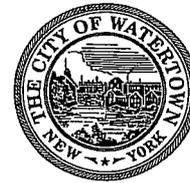
**2007-08 Accomplishments:**

- ✓ Sealed and Striped the Arsenal Street Upper Deck Parking Lot.
- ✓ Renegotiated the Stone Street Parking Lot lease.
- ✓ Commissioned new mini-lots at High Street and Union Street.

**2008-09 Goals and Objectives:**

- Assist Engineering and Planning with operational input and considerations as they progress with the design of the J.B. Wise Parking Lot.
- Overlay the upper lot of the Arsenal Street Parking Lot.
- Complete the comprehensive GPS survey of all of the major physical attributes, to include lighting, of the individual City Parking Lots to allow us to track all work orders and billings through the CarteGraph system.

Fiscal Year: 2008-09  
 Department: City Parking Facilities  
 Account Code: A5650  
 Function: Transportation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	-	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	7,263	9,237	10,800	10,300
420 Insurance	1,121	1,240	1,747	1,276
430 Contracted Services	23,657	23,809	71,909	23,809
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	2,419	804	3,000	4,500
465 Equipment < \$5,000	-	-	-	-
<b>Total Operating Expenses</b>	<b>34,460</b>	<b>35,090</b>	<b>87,456</b>	<b>39,885</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	-	-	-	-
<b>Department Total</b>	<b>34,460</b>	<b>35,090</b>	<b>87,456</b>	<b>39,885</b>

# City Parking Facilities

City of Watertown

**A5650**

		<b>2008-09 Budget</b>
410	Utilities	
	Electric	\$10,300
420	Insurance	\$1,276
430	Contracted Services	
	Stone Street Lease Payments	20,400
	State Street Parking Lot Lease	1,900
	State Street Lot Tax Reimbursement	1,509
		\$23,809
460	Materials and Supplies	
	Painting & Striping Road Markings	2,000
	Routine Maintenance of Lights, Signs and Facilities	2,500
		<u>\$4,500</u>
	Total Operating Expenses	\$39,885
	<b>TOTAL BUDGET</b>	<b>\$39,885</b>

Fiscal Year: 2008-09  
 Department: General Fund  
 Account Code: A6410, A6989, A7510, A8010,  
 Function: General Government Support



	2005-06	2006-07	2007-08	2008-09
	ACTUAL	ACTUAL	BUDGET	BUDGET
A6410 Publicity	422	662	5,000	5,000
A6989 Economic Development	30,000	30,000	15,000	5,000
A7510 Historian	570	2,206	1,000	1,000
A8010 Zoning	2,196	2,100	4,000	4,000

A6410 Publicity - Expenses associated with repairs, installation, and removal of Christmas decorations and other publicity functions.

A6989 Economic Development - City Support of economic development activities within the community.

A7510 Historian - Expenses for travel and training and supplies for the Historian.

A8010 Zoning - Costs associated with the Zoning Board of Appeals.

**Fiscal Year:** 2008-09  
**Department:** Parks and Recreation Department  
**Account Code:** General Fund  
**Function:** Parks and Recreation Summary



	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
Administration	144,539	151,226	152,649	163,714
Thompson Park	239,372	259,759	287,037	294,856
Playgrounds	65,527	60,724	75,521	72,582
Fairgrounds	99,608	111,792	127,083	132,421
Athletic Program	36,652	63,445	45,754	81,326
Outdoor Pools	135,851	145,152	164,779	175,516
Ice Arena	<u>305,000</u>	<u>301,707</u>	<u>365,606</u>	<u>365,333</u>
<b>Parks &amp; Recreation</b>	<b>1,026,549</b>	<b>1,093,805</b>	<b>1,218,429</b>	<b>1,285,748</b>

**Fiscal Year:** 2008-09  
**Department:** Recreation Administration  
**Account Code:** A7020  
**Function:** Culture and Recreation



**Description:** Recreation Administration provides for the financial management, personnel management, planning and support services for the Parks and Recreation Departments. There are 2 year round employees and 7 full time employees for a six month period dedicated to Parks and Recreation along with 79 seasonal employees. The Department continually works with organizations throughout the City to meet Community needs. Daily inquiries regarding scheduling and reservations are handled by this department. The department received over 8,000 incoming phone calls this past summer. In 2007, the department generated \$241,351 in revenue, including arena fees, concession fees, advertisement, parking fees, athletic fees, state aid, lease agreements, fairgrounds usage fees and other charges.

#### **2007-08 Accomplishments:**

- ✓ Assisted with grant preparation, planning and final layout of Bi-Centennial Park as well as new river front access points at Marble Street and along the river corridor for the purpose of enhancing leisure and recreational opportunities.
- ✓ Implemented the use of CarteGraph within Parks & Recreation for tracking the daily activity of manpower and equipment.
- ✓ Continued to provide assistance and support to the community, including the Teen Center, Youth Bureau after school and summer programs, activities with CTC, a monthly Rock N Skate as a Safe Night sponsored with ASAC and one of the City's most popular events, the Syracuse Symphony.

#### **2008-09 Goals and Objectives:**

- Implement recently acquired scheduling program into Parks and Recreation reservations, field use, ice rental, facility rental and all areas of usage.
- Develop a brochure to promote Parks and Recreation activities and facilities.
- Design and bid playground to be constructed at the newly acquired Thompson/Davidson Streets Park and Playground.
- Work with Council to determine location and develop conceptual plans and specifications for additional public restrooms at Thompson Park.
- Develop new recreational programs such as golf, tennis and recreation centers to meet the needs and expectations of today.

Fiscal Year: 2008-09  
 Department: Recreation Administration  
 Account Code: A7020  
 Function: Culture and Recreation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	57,257	59,358	58,000	61,831
120 Clerical	34,412	35,279	35,903	35,903
130 Wages	-	-	-	-
140 Temporary	760	386	1,500	2,500
150 Overtime	1,368	3,617	500	5,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	93,797	98,640	95,903	105,734
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	7,900	-	7,000	-
Total Equipment	7,900	-	7,000	-
<b>Operating Expenses</b>				
410 Utilities	2,328	2,186	1,800	1,560
420 Insurance	-	-	-	-
430 Contracted Services	1,432	2,347	2,155	6,780
440 Fees Non Employees	160	260	335	335
450 Miscellaneous	578	368	925	742
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	1,369	6,348	1,550	975
465 Equipment < \$5,000	823	-	1,500	3,000
Total Operating Expenses	6,690	11,509	8,265	13,392
<b>Fringe Benefits</b>				
810 New York State Retirement	9,614	12,711	9,897	10,578
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	6,811	7,123	7,337	8,088
840 Workers' Compensation	-	-	-	-
850 Health Insurance	19,727	21,243	24,247	25,922
Total Fringe Benefits	36,152	41,077	41,481	44,588
<b>Department Total</b>	<b>144,539</b>	<b>151,226</b>	<b>152,649</b>	<b>163,714</b>

**Recreation Administration**  
**City of Watertown**

**A7020**

<b>Personnel Services</b>	<b>2008-09 Budget</b>
110 Salaries Superintendent of Parks and Rec.	\$61,831
120 Clerical Senior Account Clerk Typist	\$35,903
140 Temporary	\$2,500
150 Overtime	<u>\$5,500</u>
Total Personnel Services	<b>\$105,734</b>

**Operating Expenses**

410 Utilities		
Telephone	1,140	
Fax Line	420	\$1,560
430 Contracted Services		
Reserve Partner Hosting Fee	4,500	
Copier Maintenance	900	
HVAC Maintenance	200	
Misc. Office Equip.Repairs/rentals	100	
Cartegraph Subscription Renewal	900	
Monitoring of Alarm System	180	\$6,780
440 Fees, Non-Employee		
CPR/1st Aid Instructions	150	
Red Cross Fee	90	
Physicals	95	\$335
450 Miscellaneous		
NYS Rec. & Park Membership	375	
Nat. Inst. Parks & Recreation	175	
Mileage Reimbursements	50	
Uniforms and Protective Clothing	75	
Seminars/ Professional Courses	67	\$742
460 Materials and Supplies		
Copier Supplies	300	
Paper & Poster Board	250	
Janitorial/cleaning Supplies	75	
Maintenance Supplies	100	
Misc.Office Supplies	250	\$975

465	Equipment < \$5,000		
	Portable PA System	2,200	
	File Cabinets	800	<u>\$3,000</u>
	Total Operating Expenses		\$13,392

**Fringe Benefits**

810	State Retirement		\$10,578
830	Social Security Expense		\$8,088
850	Health Insurance		<u>\$25,922</u>
	Total Fringe Benefits		\$44,588

<b>TOTAL BUDGET</b>			<b>\$163,714</b>
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**Fiscal Year:** 2008-09  
**Department:** Thompson Park  
**Account Code:** A7110  
**Function:** Culture and Recreation



**Description:** The John C. Thompson Park, given as a gift to Watertown, was designed by the country's preeminent landscape architectural firm, the Olmsted Brothers, at the turn of the century. The 355 acre park contains sweeping meadows, a children's creative playground, tennis courts, picnic areas, pavilion, exercise trails, a modern habitat zoo, seasonal swimming, cross country ski trails, sledding areas and a private golf course. The Park is open year round from 7:00 am to 9:00 pm. For a period of 6 months three full-time and a staff of five seasonal employees maintain the Park. Full time employees also assist with Public Works snow removal during the winter months. The City works closely with the Thompson Park Conservancy, which operates the Zoo. There were over 226 reservations made for 19,052 people, 9 charity walks, boy scouts, girl scouts car show and agricultural extravaganza, concerts and fireworks display which drew an estimated 6,000 people, 275 buses that carried 8,250 passengers, 18 weddings, antique car cruise in, YMCA Day Camp, Boy and Girl Scout Camps, Y Fun Run and several other events that totaled 33,302 in reservations at the park. This figure does not include daily activity.

#### **2007-08 Accomplishments:**

- ✓ Syracuse Symphony proves to be one of the City's most popular event with no problems. Worked with the Thompson Park Conservancy for their events.
- Computer and network recently installed and being used as a more effective means of communications.
- Conservancy's Administration Building's roof evaluated and repairs are being planned.
- Leather's Associates, the original designers of our community playground at Thompson Park, completed their inspection of this facility and provided a recommended maintenance and repair schedule to ensure years of future use and enjoyment by the community.

#### **2008-09 Goals and Objectives:**

- Initiate public restroom improvements to existing facilities and start conceptual design for new facilities to be constructed next year.
- Enhance facility usage by offering additional opportunities for the public such as tennis lessons on newly reconditioned courts, youth golf program and working with the Conservancy for zoo programs.
- Implement software training for CarteGraph and scheduling programs for staff.
- Complete the high priority items Leather's Associates recommended for the Thompson Park Playground, with completion of all repairs and maintenance expected next year.
- Improve facility amenities like trash receptacles and signage.

Fiscal Year: 2008-09  
 Department: Thompson Park  
 Account Code: A7110  
 Function: Culture and Recreation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	49,095	47,768	48,112	58,446
140 Temporary	19,868	23,943	29,295	27,300
150 Overtime	4,519	5,084	4,200	5,650
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	77	735	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>73,559</b>	<b>77,530</b>	<b>81,607</b>	<b>91,396</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	47,138	47,408	97,750	48,210
420 Insurance	3,700	3,314	4,059	3,416
430 Contracted Services	27,957	40,984	30,445	60,360
440 Fees Non Employees	414	740	570	700
450 Miscellaneous	540	573	835	675
455 Dept. Vehicle Expense	31,670	33,066	26,318	36,042
460 Materials and Supplies	19,556	23,009	14,100	14,900
465 Equipment < \$5,000	6,359	3,438	5,125	6,242
<b>Total Operating Expenses</b>	<b>137,334</b>	<b>152,532</b>	<b>179,202</b>	<b>170,545</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	7,975	7,685	4,761	5,628
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,607	5,900	6,243	6,992
840 Workers' Compensation	2,566	2,851	3,500	3,500
850 Health Insurance	12,331	13,261	11,724	16,795
<b>Total Fringe Benefits</b>	<b>28,479</b>	<b>29,697</b>	<b>26,228</b>	<b>32,915</b>
<b>Department Total</b>	<b>239,372</b>	<b>259,759</b>	<b>287,037</b>	<b>294,856</b>

## Thompson Park

**City of Watertown**

**A7110**

**Personnel Services**

**2008-09  
Budget**

130	Wages		
	Crew Chief (1/2) *	20,406	
	Parks & Rec. Maint Wkr (2) *(1/2)	38,040	\$58,446
140	Temporary		27,300
150	Overtime		<u>5,650</u>
	Total Personnel Services		\$91,396

**Operating Expenses**

410	Utilities		
	Phone	660	
	Water and Sewer	18,300	
	Electric - City	3,000	
	Natural Gas - City	5,000	
	Electric - Conservancy	5,500	
	Natural Gas - Conservancy	15,000	
	DSL Internet Connection	750	\$48,210
420	Insurance		\$3,416
430	Contracted Services		
	Cartegraph Subscription Renewal	650	
	Alarm Systems Monitoring	360	
	Stone Work Repairs	1,250	
	Maintenance Service and Repairs	2,400	
	Small Engine Maintenance	750	
	Fence Repairs	500	
	Special Events-Porta Johns, 1st Aid	1,400	
	Ambulance	400	
	Welding Lease and Supplies	300	
	Solid Waste Disposal	1,850	
	Generator Maintenance/Repair	500	
	Restroom Rehabilitation	30,000	
	Conservancy Funding	20,000	\$60,360
440	Fees, Non Employee		
	Employment Related Testing		\$700

450	Miscellaneous		
	Safety Equipment	150	
	Uniforms and protective clothing	100	
	Safety Shoes	425	\$675
455	Dept. Vehicle Expenses		
	Outside Vehicle Maintenance	9,000	
	Vehicle Maintenance	4,400	
	Preventive Vehicle Maintenance	500	
	Fuel	18,198	
	Insurance	3,944	\$36,042
460	Materials and Supplies		
	Miscellaneous Equipment Supplies	2,400	
	Hardware Materials & Supplies	750	
	Sledding Hill Hay/Fencing	1,200	
	Lumber, Paint & Stain	1,000	
	Cleaning Supplies	1,800	
	Rakes, Shovels, Lawn Care	300	
	Grass Seed/ Top Soil	750	
	Safety Supplies/Uniforms	400	
	Roadway & Walkway Materials	1,500	
	Signage Materials	500	
	Plumbing/Electric Supplies	1,000	
	Playground Sealant Material	900	
	Playground Repairs & Maintenance	2,400	\$14,900
465	Other Equipment < \$5,000		
	Grills (2)	800	
	Trash Receptacles (18)	4,842	
	Weedeaters (3)	600	\$6,242
	Total Operating Expenses		\$170,545

### Fringe Benefits

810	State Retirement		\$5,628
830	Social Security Expense		\$6,992
840	Workers' Compensation		\$3,500
850	Health Insurance		\$16,795
	Total Fringe Benefits		\$32,915

**TOTAL BUDGET** **\$294,856**

\* 33% 5142

**Fiscal Year:** 2008-09  
**Department:** Playgrounds  
**Account Code:** A7140  
**Function:** Culture and Recreation



**Description:** Ten playgrounds are maintained throughout the City. Each area is open for a seven-week period in the summer months and is staffed by a male and female supervisor. Supervisors receive training from YMCA, Jefferson County Youth Bureau and in house services by the City. The playgrounds offer a safe place, with structured activities, for neighborhood youngsters. Arts and crafts, athletic activities, games and special events are some of the opportunities available at each playground. The playgrounds received 8,189 total daily visits this season, with 153 attending special events. Total attendance sky rocketed this season compared to last with Knickerbocker reopening and Academy St. improvements. Over 83% of the Playground Staff were City residents. The majority of the directors are high school graduates or college students pursuing an interest in education or recreational fields. The playground program teamed up with ASAC again this season to administer a drug awareness and prevention program.

#### **2007-08 Accomplishments:**

- ✓ Sacred Heart Playground acquired by the City.
- ✓ Knickerbocker Playground reopened this past season and was well attended.
- ✓ Hamilton swings were replaced and Taylor is scheduled for this spring.
- ✓ A Jefferson County Youth Bureau survey for teens is being done this spring and should provide insight and direction for program. We also will be incorporating portions of the Playground Program into our 3 municipal pools.

#### **2008-09 Goals and Objectives:**

- Initiate a comprehensive signage replacement program for all of our City playground sites.
- Combine a review of the Youth Bureau teen survey with input from the intern for a comprehensive analysis of the current program and recommendations for the future.
- Design and construct new playground on recently acquired Thompson/Davidson Street Park and Playground.
- Work with Civil Service to update job description time frames of employees in this code.

**Fiscal Year: 2008-09**  
**Department: Playgrounds**  
**Account Code: A7140**  
**Function: Culture and Recreation**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	33,174	34,685	46,765	46,138
150 Overtime	-	53	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>33,174</b>	<b>34,738</b>	<b>46,765</b>	<b>46,138</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	83	98	105	137
420 Insurance	-	-	-	-
430 Contracted Services	2,311	232	250	200
440 Fees Non Employees	2,507	2,255	2,550	2,575
450 Miscellaneous	548	720	1,400	1,200
455 Dept. Vehicle Expense	2,483	2,163	2,724	3,958
460 Materials and Supplies	17,864	16,225	11,950	11,800
465 Equipment < \$5,000	4,019	1,636	6,200	3,044
<b>Total Operating Expenses</b>	<b>29,815</b>	<b>23,329</b>	<b>25,179</b>	<b>22,914</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,538	2,657	3,577	3,530
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>2,538</b>	<b>2,657</b>	<b>3,577</b>	<b>3,530</b>
<b>Department Total</b>	<b>65,527</b>	<b>60,724</b>	<b>75,521</b>	<b>72,582</b>

## Playgrounds

**City of Watertown**

**A7140**

**Personnel Services**

**2008-09  
Budget**

140	Temporary		
	Temporary	42,938	
	Intern	3,200	<u>\$46,138</u>
	Total Personnel Services		<u>\$46,138</u>

**Operating Expenses**

410	Utilities		
	Electric		\$137
430	Contracted Services		
	Equipment Repairs	150	
	Solid Waste Disposal	50	\$200
440	Fees, Non Employee		
	Physicals		\$2,575
450	Miscellaneous		
	Education/Training (NPSI) (1)	400	
	Mileage Reimbursements	800	\$1,200
455	Department Vehicle Expense		
	Fuel	2,170	
	Repairs & Preventive Maintenance	500	
	Small Equipment	500	
	Insurance	788	3,958
460	Materials and Supplies		
	Prizes, Special Events	500	
	Arts & Crafts Supplies	1,000	
	Athletic Equipment	1,200	
	1st Aid Supplies	400	
	Tools	300	
	Uniforms & Equipment	600	
	Playground Equipment Materials	2,500	
	Fencing	2,000	
	Misc. Maintenance Supplies	500	
	Grass Seed/Topsoil	750	
	Hardware Supplies	250	
	Sand & Wood Chips	1,800	11,800

465	Other Equipment < \$5,000		
	Toddler Swings	1,644	
	Weedeaters (2)	400	
	Signage	1,000	<u>3,044</u>
	Total Operating Expenses		\$22,914

**Fringe Benefits**

830	Social Security Expense		<u>\$3,530</u>
	Total Fringe Benefits		\$3,530

<b>TOTAL BUDGET</b>			<b>\$72,582</b>
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**Fiscal Year:** 2008-09  
**Department:** Fairgrounds  
**Account Code:** A7141  
**Function:** Culture and Recreation



**Description:** The Fairgrounds facilities support the athletic and recreation programs of the Parks and Recreation Department and other community organizations. It also enhances the quality of life and tourism within the community. The Fairgrounds is the City's busiest year round facility with well over 150,000 people attending events or using the facilities. The 63 acres includes a lighted professional baseball facility, a lighted basketball court, 2 lighted softball fields, 2 horse rings, 5 multi-purpose fields - two lighted (football, lacrosse, soccer), a picnic area with a playground which will be enhanced with the Riverfront Development, the Fair building, an arena, swimming pool, and the Fairgrounds YMCA indoor athletic facility. The three multi-use fields are used extensively by high schools, college and community teams. The local college and both high schools use the Fairgrounds as their home sites for many sports. The baseball field hosts major community outdoor concerts attended by 5,000 people or more. The lighted multi-use athletic field is used by the Red and Black semi professional football team for their home games. The Jefferson County Agricultural Society, Watertown Pop Warner, Fairgrounds YMCA, Saturday morning Farmer's Market, Black River Valley Horse Association, Relay for Life and many local charity organizations use the facilities during the year. The access road to JCC through the Fairgrounds proves valuable in hosting large events such as concerts for additional parking and exits.

#### **2007-08 Accomplishments:**

- ✓ New baseball field layout part of Riverfront Development at Bi-Centennial Park.
- ✓ Fairgrounds improvements in process with River Front Development Project which will provide a location for the basketball court and improve Bi-Centennial Park. Once the court is completed the skate park will be relocated. Preliminary work for moving multi-purpose field #2 away from the road is in process.

#### **2008-09 Goals and Objectives:**

- Assist with scheduled improvements at the Fairgrounds including Bi-Centennial Park's trails, picnic areas, playground, exercise equipment and the internal walkway that will connect the Arena to the YMCA and Jefferson Community College.
- Complete athletic field relocation of multi-purpose field #2 and installation of Baseball/Softball Field #3.
- Implement facility use into Reserve Partner our new scheduling program.
- Improve irrigation for fields by installing an inground system on the main multi purpose field which will free up water wheels for use on other athletic fields.

**Fiscal Year: 2008-09**  
**Department: Fairgrounds**  
**Account Code: A7141**  
**Function: Culture and Recreation**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	23,560	20,652	26,290	25,033
150 Overtime	6,366	3,954	3,500	4,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	60	12	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>29,986</b>	<b>24,618</b>	<b>29,790</b>	<b>29,533</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	18,750
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,750</b>
<b>Operating Expenses</b>				
410 Utilities	8,614	8,661	10,280	13,365
420 Insurance	960	1,086	1,474	1,404
430 Contracted Services	13,067	12,109	19,590	12,840
440 Fees Non Employees	190	350	345	445
450 Miscellaneous	-	-	250	100
455 Dept. Vehicle Expense	8,837	8,667	6,374	12,309
460 Materials and Supplies	33,392	43,410	48,000	34,800
465 Equipment < \$5,000	2,283	11,015	8,700	6,615
<b>Total Operating Expenses</b>	<b>67,343</b>	<b>85,298</b>	<b>95,013</b>	<b>81,878</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,279	1,876	2,280	2,260
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>2,279</b>	<b>1,876</b>	<b>2,280</b>	<b>2,260</b>
<b>Department Total</b>	<b>99,608</b>	<b>111,792</b>	<b>127,083</b>	<b>132,421</b>

# Fairgrounds

City of Watertown

A7141

		2008-09 Budget
<b>Personnel Services</b>		
140	Temporary	\$25,033
150	Overtime	<u>\$4,500</u>
	Total Personnel Services	\$29,533
<b>Equipment</b>		
250	Equipment > \$5,000	
	Utility Vehicle	12,000
	Tri-wave seeder (1/2)*	6,750
	Total Equipment	<u>\$18,750</u> \$18,750
<b>Operating Expenses</b>		
410	Utilities	
	Water / Sewer	6,500
	Telephone/Security	625
	Electric	5,640
	National Grid / UGI-Gas	600
		\$13,365
420	Insurance	\$1,404
430	Contracted Services	
	Small Equipment Repair	750
	All Pests Control	100
	Fairgrounds Building Rental	4,500
	Bleacher Repairs	2,000
	Athletic Field Work	1,000
	Audio Repairs/adjustments	500
	Solid Waste Disposal	100
	Facility Building Repairs	1,200
	Alarm Monitor Fees	240
	Annual Fire Inspection & repairs	400
	Carpet Cleaning	250
	Fence Upgrades and Repairs	1,800
		\$12,840
440	Fees, Non-Employees	
	Employment Related Testings	\$445
450	Miscellaneous	
	Education-Grounds Maintenance	\$100

455	Department Vehicle Expense		
	Fuel	4,021	
	Maintenance	5,500	
	Tire replacement	2,000	
	Insurance	788	\$12,309
460	Materials and Supplies		
	Bases, Slab, Home Plate	500	
	Mound Covers	750	
	Soil/Top Dressing for Main Field	3,000	
	Sport Clay	3,400	
	Stone Dust For Warning Track	500	
	Sod Main Field Repairs	1,200	
	Sand/Topsoil Secondary Fields	2,500	
	Marking Chalk and Paint	3,000	
	Lawn Materials All Fields	10,000	
	Turf for Fields	2,500	
	Paint Supplies	750	
	Janitorial Products	800	
	Rakes, Shovels, Rollers	400	
	Landscaping and Flowers	500	
	Lumber and Hardware	1,000	
	Mowing Equipment & Supplies	1,200	
	Plumbing	600	
	Electrical	2,200	\$34,800
465	Other Equipment < \$5,000		
	Temporary field security fencing(4)	1,540	
	Weedeaters (3)	675	
	Foul poles for main ballfield	3,500	
	Scorer's Table w/Bench (2)	900	<u>6,615</u>
	Total Operating Expenses		\$81,878

**Fringe Benefits**

830	Social Security Expense		<u>\$2,260</u>
	Total Fringe Benefits		\$2,260

**TOTAL BUDGET** **\$132,421**

\* A7143 (1/2)

A7141 – Fairgrounds

Fiscal Year 2008-09  
Equipment Requests



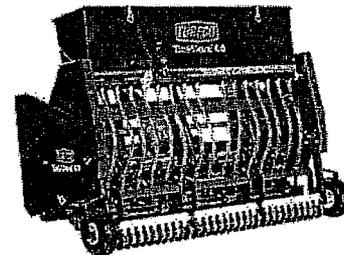
Utility Vehicle \$12,000.00

This is a request for a utility vehicle to replace the existing vehicle (3-8) at the fairgrounds. This vehicle will be used daily in operation of the ballfield, as well as, the secondary fields. The existing vehicle will be transfer to the park to cut back the usage of the Honda three-wheelers.



Tri-Wave Seeder (1/2) \$6,750.00 \*

This is a request to replace the existing tri-wave seed (3-27) used on the athletic fields. Technical advances allow greater seed to soil contact which in turn provides greater return on our seed investment. Oxidation and fatigue have caused the old machine to be ineffective.



\* - Request is for \$6,750.00 from both A7141 and A1743 accounts.  
Total purchase price estimated at \$13,500.00.

**Fiscal Year:** 2008-09  
**Department:** Athletic Programs  
**Account Code:** A7143  
**Function:** Culture and Recreation



**Description:** During the Spring and Summer months, Parks and Recreation sponsors 5 baseball/softball leagues. The leagues include T-Ball, Midget, Grasshopper and Co-ed and Men's Slow Pitch softball. This program provides for 52 City baseball and Softball teams with over 1,000 participants. T-Ball's evening session is successful and popular choice for parents and had to create 2 more teams for this past year due to interest. Parks and Recreation crews maintain 14 baseball/softball fields, eleven of which are City owned, two outdoor basketball courts, 8 multi-purpose fields and a tennis court with YMCA indoor center close by. Two additional ballfields at Marble Street will be used this year and another at the Fairgrounds is being developed. Recreational opportunities are conveniently located for community use. A skate park is located in the parking lot adjacent to the Fairgrounds pool.

**2007-08 Accomplishments:**

- ✓ CanAm Softball tournament partnership provided opportunity for area girls to play and brought several teams into the City.
- ✓ Worked with CTC to expand drug awareness and prevention handbook through youth sports.
- ✓ Completed 2 new ballfields at Marble Street for 2008 seasonal use.
- ✓ Thompson/Davidson Street property purchased by the City for future use as Neighborhood Playground and Recreational Green Space.

**2008-09 Goals and Objectives:**

- Maximize utilization of new Marble Street fields and complete new ballfield at Fairgrounds so an evaluation can be completed to determine field needs.
- Utilize new scheduling program to manage field use and for providing access of facility availability on the City's website.
- Assist Council and Administration with discussions as it relates to artificial turf fields and franchise requests for field use.
- Examine survey from the Jefferson County Youth Bureau to determine if additional athletic programs are requested. Investigate and implement new programs to fill voids in the community and expand services.

**Fiscal Year: 2008-09**  
**Department: Athletic Programs**  
**Account Code: A7143**  
**Function: Culture and Recreation**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	1,594	2,615	2,410	5,580
150 Overtime	2,675	2,730	2,200	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	78	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>4,269</b>	<b>5,423</b>	<b>4,610</b>	<b>8,080</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	5,700	-	17,750
<b>Total Equipment</b>	<b>-</b>	<b>5,700</b>	<b>-</b>	<b>17,750</b>
<b>Operating Expenses</b>				
410 Utilities	2,231	4,861	2,500	5,500
420 Insurance	1,510	1,713	2,584	2,379
430 Contracted Services	1,853	2,598	5,000	4,050
440 Fees Non Employees	4,459	4,971	5,375	9,660
450 Miscellaneous	379	560	700	700
455 Dept. Vehicle Expense	6,025	9,097	3,582	11,287
460 Materials and Supplies	15,606	17,265	16,785	20,700
465 Equipment < \$5,000	-	10,844	4,265	600
<b>Total Operating Expenses</b>	<b>32,063</b>	<b>51,909</b>	<b>40,791</b>	<b>54,876</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	5	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	320	408	353	620
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>320</b>	<b>413</b>	<b>353</b>	<b>620</b>
<b>Department Total</b>	<b>36,652</b>	<b>63,445</b>	<b>45,754</b>	<b>81,326</b>

## Athletic Programs

**City of Watertown**

**A7143**

**Personnel Services**

**2008-09  
Budget**

140	Temporary		\$5,580
150	Overtime		<u>\$2,500</u>
	Total Personnel Services		\$8,080

**Equipment**

250	Equipment > \$5,000		
	Field Groomer	11,000	
	Tri-Wave Seeder (1/2)*	6,750	<u>17,750</u>
	Total Equipment		17,750

**Operating Expenses**

410	Utilities - Electric		
	Electric	4,000	
	Water & Sewer	1,500	\$5,500
420	Insurance		
	Facility and Contents	804	
	Youth Baseball Insurance	1,575	\$2,379
430	Contracted Services		
	Small Equipment Repairs	500	
	Solid Waste Disposal	250	
	Baseball Fencing Repairs/Replacement	2,000	
	Equipment Rental	300	
	Equipment Repairs	1,000	\$4,050
440	Fees, Non Employee		
	Tennis & Golf Instructions	5,000	
	Physicals & Random Testing	160	
	Officials Fees	4,500	9,660
450	Miscellaneous		
	NYSTA	350	
	Training	200	
	Mileage Reimbursements	150	\$700

455	Dept. Vehicle Expense		
	Fuel	4,455	
	Repairs & Preventive Maintenance	6,000	
	Insurance	832	\$11,287
460	Materials and Supplies		
	Field Soil / Top Dress Sand	1,500	
	Fertilizer, Grass Seed	4,000	
	Athletic Equipment (Balls, Bats, Bases, Home Plates, Pitching Slabs)	1,200	
	Re-roof Kostyk Storage Shed	1,500	
	Marking Chalk & Paint	1,800	
	Drag Mats Replacement (1)	600	
	T-League Shirts (18 Teams)	1,200	
	Turf	2,500	
	Security fencing (2)	700	
	Awards, Ribbon & Trophies	1,200	
	Sport Clay For Fields	3,000	
	Misc. Equipment & Supplies	1,500	\$20,700
465	Other Equipment < \$5,000		
	Field Line Marker Replacement (1)	300	
	Hand Mower	300	\$600
	Total Operating Expenses		\$54,876

**Fringe Benefits**

830	Social Security Expense		\$620
	Total Fringe Benefits		\$620

**TOTAL BUDGET** **\$81,326**

\* A7141 (1/2)

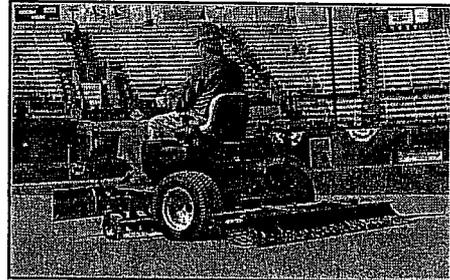
A7143 – Athletic Programs

Fiscal Year 2008-09  
Equipment Requests



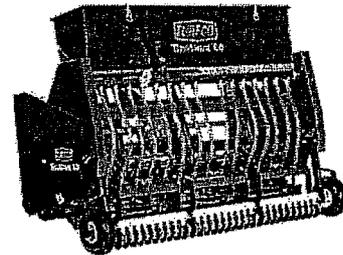
Field Groomer \$11,000.00

This request is for the replacement of the existing field groomer (3-30). This groomer will be utilized daily on each of our baseball/softball fields at various city locations.



Tri-Wave Seeder (1/2) \$6,750.00 \*

This is a request to replace the existing tri-wave seed (3-27) used on the athletic fields. Technical advances allow greater seed to soil contact which in turn provides greater return on our seed investment. Oxidation and fatigue have caused the old machine to be ineffective.



\* - Request is for \$6,750.00 from both A7141 and A1743 accounts.  
Total purchase price estimated at \$13,500.00.

**Fiscal Year:** 2008-09  
**Department:** Swimming Pools - Outdoor  
**Account Code:** A7180  
**Function:** Culture and Recreation



**Description:** The City provides three outdoor pools (Thompson Park, Alteri Pool at Fairgrounds and Flynn Pool at the North side) during the summer months. The pools are open for a 9 ½ week period with the Fairgrounds Pool opening in early June until Labor Day. The pools recorded 14,228 visits from patrons throughout the hot summer season. All pool personnel are certified and meet New York State requirements for life guarding with 62% being City residents. The City offers a learn to swim program in the mornings for a four-week period with 118 youths attending. The Fairground's pool also offers lap swimming. The City's pools are maintained by Parks and Recreation Maintenance Workers who are certified pool operators' as required under New York State Health Department guidelines. Annual inspections are also performed by the New York State Health Department.

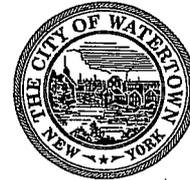
#### **2007-08 Accomplishments:**

- ✓ Vandalism decreased due to changes that were implemented, such as the stationery cement tables.
- ✓ Personal contact and promoting City employment opportunities to lifeguarding instructors resulted in filling all positions this past season.

#### **2008-09 Goals and Objectives:**

- Convert 3 municipal pools into recreation centers where community members, especially youth, can spend free time in safe, supervised setting.
- Plan future resurfacing of Alteri Pool and Flynn Pool with the least disruption for the season.
- Examine offering lifeguarding class during summer to recruit lifeguards for the following season.
- Work with Civil Service to update job description time frame of employees in this code.
- Submit plans for diving boards at Flynn and Alteri Pools and initiate installation once approval is given.
- Work with Administration to develop a detailed plan for the future of Thompson Park Pool.

Fiscal Year: 2008-09  
 Department: Swimming Pools - Outdoor  
 Account Code: A7180  
 Function: Culture and Recreation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	61,639	68,396	79,000	83,792
150 Overtime	4,317	6,599	4,500	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>65,956</b>	<b>74,995</b>	<b>83,500</b>	<b>83,792</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	15,735	14,108	15,700	15,904
420 Insurance	1,751	1,111	1,499	1,160
430 Contracted Services	5,865	3,118	6,800	7,250
440 Fees Non Employees	2,602	3,060	2,740	2,990
450 Miscellaneous	466	343	550	935
455 Dept. Vehicle Expense	184	386	400	238
460 Materials and Supplies	33,724	32,421	38,750	36,722
465 Equipment < \$5,000	2,833	7,410	8,440	20,115
<b>Total Operating Expenses</b>	<b>63,160</b>	<b>61,957</b>	<b>74,879</b>	<b>85,314</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	81	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,033	5,720	6,400	6,410
840 Workers' Compensation	1,702	2,399	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	<b>6,735</b>	<b>8,200</b>	<b>6,400</b>	<b>6,410</b>
<b>Department Total</b>	<b>135,851</b>	<b>145,152</b>	<b>164,779</b>	<b>175,516</b>

# Swimming Pools - Outdoor

## City of Watertown

**A7180**

### Personnel Services

		2008-09 Budget
140	Temporary	\$79,492
150	Overtime	<u>\$4,300</u>
	Total Personnel Services	\$83,792

### Operating Expenses

410	Utilities	
	Fuel Oil	4,200
	Water and Sewer	5,500
	Electric	1,554
	Cell Phones 2 x 6 months	150
	National Grid / UGI - Gas	4,500
		\$15,904
420	Insurance	\$1,160
430	Contracted Services	
	Replace dressing room doors (1)	2,300
	Building Repairs/Maint.	1,500
	Fence Repairs/Replacement	1,000
	Pool Pump Repairs	750
	Pool Filter Repairs	500
	Pool Surface Repairs	1,200
		\$7,250
440	Fees, Non Employee	
	Employment Related Testing	\$2,990
450	Miscellaneous	
	Mileage Reimbursements	75
	CPO Course	860
		\$935
455	Fuel	\$238
460	Materials and Supplies	
	Chemicals	18,000
	Pool Supplies	6,000
	Maintenance Supplies	1,500
	1st Aid Supplies	1,200
	Lifeguard Equipment	1,800
	Paint and Hardware	1,000
	Pool Repairs	2,400
	Electrical/Plumbing Supplies	2,000

	Swim lesson supplies	300	
	Float Valve replacements	1,172	
	Pool Filters (10)	850	
	Signage	500	\$36,722
465	Other Equipment < \$5,000		
	Basketball hoop	625	
	Ladders (6)	4,616	
	Concrete picnic table (2)	798	
	Chemtrol probes	930	
	Baby changing table (2)	446	
	Rec. Center Equipment	4,000	
	Diving Boards and Stands (2)	6,000	
	Pool Feeder Pumps (3)	2,700	<u>20,115</u>
	Total Operating Expenses		\$85,314

**Fringe Benefits**

830	Social Security Expense		<u>\$6,410</u>
	Total Fringe Benefits		\$6,410

**TOTAL BUDGET** **\$175,516**

**Fiscal Year:** 2008-09  
**Department:** Ice Arena  
**Account Code:** A7265  
**Function:** Culture and Recreation



**Description:** The Municipal Arena, built in 1975 provides the community with a variety of services. The Arena generates over \$175,000 in yearly revenue. During the six winter months an ice surface is maintained. Combined public attendance totaled 22,581 patrons and hosted over 50 birthday parties. There were 11,531 pairs of skates rented this past season. There were 1013 pairs of skates sharpened for the public. The Arena rents ice time to the Minor Hockey Association, the Figure Skating Club, the Catholic high school, adult hockey groups and private groups. Rock N Skate and Slip, Slide & Skate have been a success. Rock N Skate attendance was 8,330 skaters this past season. The event is offered weekly and brought in \$35,272 in admission and skate rental revenue last season. Attendance for the current season is about the same as these figures.

During the remaining 6 months the Arena is used for community events. The Arena is a popular site and the only facility in this area that can seat 3,000 people for concerts. Some events have been held annually since the late 70's. A total of \$23,588 was collected in summer season arena rental and revenue for the 2006-2007 seasons.

#### **2007-08 Accomplishments:**

- ✓ Selected architect firm to examine arena for development of long term facility needs and for future planning.
- ✓ ASAC sponsored Community Rock N Skate Safe Nights.
- ✓ Pre-season meeting between Administration and Ice Groups resulted in ice time rental being more consistent than last year.

#### **2008-09 Goals and Objectives:**

- Incorporate Architect recommendations of itemized improvements and plans for a second sheet of ice into future development of the Arena.
- Organize and work with Community stake holders using the Arena to determine a clear direction for the facility.
- Utilize the new Reserve Partner scheduling software for ice rentals and annual events.
- Work with Civil Service to update job description time frame of employees in this code.

**Fiscal Year: 2008-09**  
**Department: Ice Arena**  
**Account Code: A7265**  
**Function: Culture and Recreation**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	56,715	59,316	61,179	61,614
140 Temporary	45,317	44,055	56,296	59,002
150 Overtime	26,418	26,911	31,000	32,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>128,450</b>	<b>130,282</b>	<b>148,475</b>	<b>152,616</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	9,175	7,000	9,000
<b>Total Equipment</b>	<b>-</b>	<b>9,175</b>	<b>7,000</b>	<b>9,000</b>
<b>Operating Expenses</b>				
410 Utilities	57,949	41,935	58,725	52,417
420 Insurance	3,909	4,383	5,602	5,144
430 Contracted Services	30,390	18,048	36,190	33,320
440 Fees Non Employees	760	1,918	1,900	2,870
450 Miscellaneous	2,629	2,874	2,805	2,930
455 Dept. Vehicle Expense	9,060	9,095	8,966	10,064
460 Materials and Supplies	25,052	24,366	31,700	27,800
465 Equipment < \$5,000	7,077	8,815	9,610	10,695
<b>Total Operating Expenses</b>	<b>136,826</b>	<b>111,434</b>	<b>155,498</b>	<b>145,240</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	12,098	15,223	8,500	8,300
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	9,546	9,616	11,358	11,690
840 Workers' Compensation	9,117	16,283	10,000	12,000
850 Health Insurance	8,963	9,694	24,775	26,487
<b>Total Fringe Benefits</b>	<b>39,724</b>	<b>50,816</b>	<b>54,633</b>	<b>58,477</b>
<b>Department Total</b>	<b>305,000</b>	<b>301,707</b>	<b>365,606</b>	<b>365,333</b>

## Ice Arena

### City of Watertown

**A7265**

#### Personnel Services

2008-09

Budget

130	Wages	
	Parks and Rec. Maint Wrks (4)(1/2)*	\$61,614
140	Temporary	\$59,002
150	Overtime	<u>\$32,000</u>
	Total Personnel Services	\$152,616

#### Equipment

250	Equipment > \$5,000	
	Arena PA System	<u>\$9,000</u>
	Total Equipment	\$9,000

#### Operating Expenses

410	Utilities	
	Water / Sewer / Electric	11,917
	National Grid / UGI - Gas	36,000
	National Grid - Electric	4,500
		\$52,417
420	Insurance	\$5,144
430	Contracted Services	
	Outside Equipment Rentals	250
	Facility Maintenance and Repairs	7,000
	Cash Register Maintenance	225
	Pest Control	320
	Zamboni Blades Sharpening	1,800
	Public Skating Schedules	250
	Maintenance/Repairs to Floor	1,200
	Sprinkler Maintenance/Inspection	1,500
	Rock N Skate - DJ Service	4,025
	Heating Maintenance	2,500
	PA System Maintenance	750
	Replace Exit Door	3,500
	Refrigeration System Maintenance	10,000
		\$33,320
440	Fees, Non Employee	
	Program Instructions	950
	Physicals for Employees	1,920
		\$2,870

450	Miscellaneous		
	Safety Shoes	580	
	Mileage Reimbursement	100	
	Safety Equipment, Jackets, Gloves	600	
	ISI	350	
	NEISMA	200	
	ASCAP & SESAC & BMI Charges	700	
	Uniforms and Protective Clothing	400	\$2,930
455	Dept. Vehicle Expenses		
	Zamboni Repairs	750	
	Zamboni Supplies	1,500	
	Vehicle Parts	1,300	
	Insurance	1,624	
	Forklift Repair	900	
	Fuel	3,990	\$10,064
460	Materials and Supplies		
	Skate Supplies	1,000	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Lamp Replacement	1,000	
	Ballast Replacement	1,200	
	Ice Paint	1,600	
	Maintenance of Small Equipment	1,000	
	Building/Maintenance/Janitorial	5,000	
	Dasher Board Maintenance	2,200	
	Emergency Lights	1,500	
	Hardware, Lumber, Paint	1,800	
	Electrical/Plumbing Supplies	2,400	
	First Aid Supplies	1,000	
	Miscellaneous Supplies	2,000	
	Propane, Oil	1,200	
	Chair Cart Material	1,600	
	Concrete for Sidewalks Repairs	1,500	\$27,800
465	Other Equipment < \$5,000		
	8' Tables (12)	2,700	
	Chairs (96)	1,440	
	Changing table	225	
	Rental Skates	3,200	
	Digital Camera	250	
	Hand Dryers (2)	880	
	Ice Machine	2,000	\$10,695
	Total Operating Expenses		\$145,240

## Fringe Benefits

810	State Retirement	\$8,300
830	Social Security Expense	\$11,690
840	Workers' Compensation	\$12,000
850	Health Insurance	<u>\$26,487</u>
	Total Fringe Benefits	\$58,477

**TOTAL BUDGET** **\$365,333**

\* (1/2) 5142

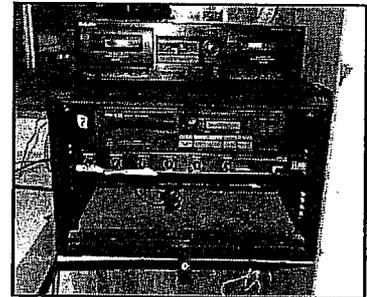
A7265 - Ice Arena

Fiscal Year 2008-09  
Equipment Requests



Arena PA System \$9,000

This request is for the purchase of a new public address system for the Arena. The system is literally on borrowed time. Some components date back to 1975 and others have been borrowed in order to make the system work which includes an amplifier that recently went up. Half the system is located in a room off the lobby and other half is located in the press box. A new system would be one single unit. The system is used daily in the winter and for nearly all events.



**Fiscal Year:** 2008-09  
**Department:** Planning Office  
**Account Code:** A8020  
**Function:** Home and Community Services



**Description:** The Planning Office was created in 1984 as a component of the City Manager's Office. The goal of the Planning Office is to implement programs, projects and legislation that will have a positive effect on the development of the City of Watertown as a community. It is involved in a wide variety of issues that effect the development of this community including zoning, downtown revitalization, riverfront development, tree planting, historic preservation, housing programs and economic development. Many of the projects and programs within those categories involve writing grant applications and contract administration. The office also provides staff support to the Planning Board and Zoning Board of Appeals.

#### **2007-08 Accomplishments:**

- ✓ Constructed Waterworks Park trail extension.
- ✓ Oversaw the planting of 361 trees.
- ✓ Awarded 2007 Community Development Block Grant.
- ✓ Completed 2005 and 2006 Community Development Block Grants.
- ✓ Completed 2005 and 2006 HOME grants.
- ✓ Awarded 2007 Restore NY grant.
- ✓ Reviewed 17 site plans, 5 waivers, 9 subdivisions, 5 zone changes, 5 special use permits and 5 variances in 2007.

#### **2008-09 Goals and Objectives:**

- Complete 2007 CDBG and 2006 and 2007 Restore NY grants.
- Rewrite Zoning Ordinance.
- Complete environmental investigations on Sewall's Island.
- Implement Brownfield Opportunity Area Grant Program.
- Implement EPA Brownfields Grant Program.
- Construct Black River parks project.
- Complete Downtown Streetscape Project.

**Fiscal Year: 2008-09**  
**Department: Planning Office**  
**Account Code: A8020**  
**Function: Home and Community Services**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	2,050	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	-	2,050	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	29,190	25,585	336,600	275,700
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	16,740	5,822	8,550	7,375
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	56	-	-	1,500
<b>Total Operating Expenses</b>	45,986	31,407	345,150	284,575
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	157	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	-	157	-	-
<b>Department Total</b>	45,986	33,614	345,150	284,575

**Planning**

**City of Watertown** **A8020**

**Operating Expenses** **2008-09  
Budget**

430	Contracted Services		
	Grant Applications	30,000	
	Marble St./J. B.Wise DOS Training*	5,000	
	Brownfield Opportunity Area **	56,000	
	EPA Brownfield Pilot Program ***	143,200	
	Black River Erosion Control Plan****	26,500	
	Black River Marketing*****	15,000	\$275,700
450	Miscellaneous		
	Subscriptions/Memberships	\$3,500	
	Software Licenses	\$500	
	Training	\$3,375	\$7,375
465	Equipment<\$5,000		
	Computer Monitors		<u>\$1,500</u>
	Total Operating Expenses		\$284,575
	<b>TOTAL BUDGET</b>		<b>\$284,575</b>
	Off-setting Revenue		
	* EPF (State)		\$2,500
	** Brownfield Opportunity Area Grant (State)		\$50,400
	*** EPA Brownfield Grant (Federal)		\$143,200
	**** EPF Grant (State)		\$13,250
	***** EPF Grant (State)		\$7,500
	***** Tourism Fund (City)		\$7,500
	Total Revenue		\$224,350

**Fiscal Year:** 2008-09  
**Department:** General Fund  
**Account Code:** A9040, A9050, A9060, A9070,  
A9501, A9512, A9940, A9945,  
A9950, A9960



**Function:** Fringe Benefits and Interfund Transfers

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
A9040 Workers' Compensation	97,069	131,611	100,000	70,000
A9050 Unemployment	9,043	4,768	9,150	8,000
A9060 Health Insurance - Retirees	2,299,213	2,480,425	2,966,520	3,158,534
A9070 Compensated Absences	6,654	20,353	0	0
A9501 General Liability Reserve	50,000	25,000	25,000	25,000
A9512 Library Fund Transfer	804,036	921,894	931,747	924,380
A9940 Compensation Reserve	0	0	0	0
A9945 Capital Fund Reserve	300,000	300,000	0	0
A9950 Capital Fund Transfer	968,666	866,604	1,430,500	568,000
A9960 Black River Trust Reserve	10,000	10,000	10,000	10,000

Accounts A9040, A9050, A9060 and A9070 represent fringe benefit expenses that are not charged directly to detail operating accounts.

A9501 General Liability Reserve - This represents the annual transfer to support the costs associated with defending claims against the City.

A9512 Transfer to Library - This represents the operating support of the Flower Memorial Library.

A9940 Compensation Reserve - Transfer to replenish this fund.

A9945 Capital Fund Reserve - Transfer to establish Capital Fund Reserve

A9950 Transfer to Capital Funds - Represents the City's operating support of capital equipment purchases and capital projects.

A9960 Transfer to Black River Trust Reserve - Represents the City's annual commitment to the Black River Reserve Trust as required in our FERC license.

**Fiscal Year:** 2008-09  
**Department:** Debt Service  
**Account Code:** A9710. - A9780.  
**Function:** Debt Service



Debt Service	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Serial Bonds</b>				
A9710.6 Principal	\$2,585,288	\$2,591,539	\$2,308,488	\$2,614,314
A9710.7 Interest	1,215,690	1,250,799	1,085,513	1,111,644
<b>Bond Anticipation Notes</b>				
A9730.6 Principal	0	50,000	577,900	393,000
A9730.7 Interest	0	98,694	152,750	67,900
<b>Loan</b>				
A9780.6 Principal	25,829	25,706	26,000	27,500
A9780.7 Interest	3,585	4,734	4,800	4,000
<b>Total Budget</b>	<b>\$3,830,392</b>	<b>\$4,021,472</b>	<b>\$4,155,451</b>	<b>\$4,218,358</b>

Fiscal Year: 2008-09  
 Department: Debt Service  
 Account Code: General Fund  
 Function: Debt Service Detail



SERIAL BONDS						
DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
12/1/83	9.60%	12/1/2017	45,000	30,480	75,480	295,000
10/15/91	6.30 - 6.37%	10/15/2011	61,700	13,766	75,466	185,100
9/15/92	5.50 - 5.70%	10/15/2011	135,000	25,223	160,223	375,000
9/15/92	5.30 - 5.70%	10/15/2010	41,000	4,931	45,931	66,000
3/15/96	4.60 - 5.25%	3/15/2013	125,000	7,796	132,796	30,000
11/15/97	5.00 - 7.10%	11/15/2025	260,000	478,880	738,880	7,335,000
3/15/98	3.50 - 4.85%	7/15/2010	300,000	28,763	328,763	360,000
4/15/00	5.125 - 5.50%	6/15/2020	253,317	69,484	322,801	1,078,143
5/15/2002	4.00 - 7.50%	5/15/2021	91,500	32,728	124,228	577,750
8/27/2002	2.50 - 4.00%	3/1/2012	106,020	15,042	121,062	302,515
1/15/2005	2.75 - 4.25%	1/15/2024	495,277	181,070	676,347	4,433,619
11/15/2005	4.00 - 4.375%	11/15/2020	174,500	82,816	257,316	1,932,000
5/1/2006	4.50 - 7.50%	11/1/2015	25,000	8,844	33,844	175,000
2/15/2008	3.25 - 4.00%	2/15/2023	501,000	131,821	632,821	3,370,000
<b>TOTAL</b>			2,614,314	1,111,644	3,725,958	20,515,127
LOAN -HVAC			2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
6/1/2002	3.76%	6/1/2012	27,500	4,000	31,500	85,876
BOND ANTICIPATION NOTES			2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
2/25/2008	2.00%	2/25/2009	393,000	67,900	460,900	3,001,300

Water  
Fund  
Budget

**Fiscal Year: 2008-09**  
**Department: Water Fund**  
**Account Code: Summary**  
**Function: Water Fund Summary**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
Water Rents	3,381,674	3,502,454	3,755,000	3,792,457
Unmetered Water	14,249	11,338	12,000	12,612
Outside User Fees	505,978	640,132	717,000	591,325
Water Srv. Charges	100,836	87,035	60,000	60,000
Int. & Pen. On Water Rents	55,112	56,590	58,000	60,000
Interest Earnings	23,976	33,313	45,000	30,000
Sale of Scrap	890	1,321	0	1,000
Sale of Equipment	630	0	0	0
Insurance Rec.	5,001	1,262	0	0
Refund of Prior Year Exp.	76	48,587	0	0
Unclassified Revenues	2,563	3,071	3,100	3,250
Metered Water Sales Other Funds	100,554	95,715	142,300	126,120
Interfund Transfer	<u>6,807</u>	<u>1,700</u>	<u>3,700</u>	<u>4,000</u>
Sub-Total	4,198,346	4,482,518	4,796,100	4,680,764
Actual Beginning Fund Balance	<u>1,415,019</u>	<u>1,369,855</u>		
Appropriated Fund Balance			0	<u>350,000</u>
<b>Total Revenues</b>	<b>\$5,613,365</b>	<b>\$5,852,373</b>	<b>\$4,796,100</b>	<b>\$5,030,764</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
Administration	105,104	229,588	247,302	248,458
Source, Supply, Power & Pumping	407,334	407,019	458,900	476,500
Water Purification	1,176,176	1,158,372	1,355,212	1,368,601
Water Distribution	885,241	971,753	1,114,861	1,183,157
General	169,683	199,398	258,450	351,514
Debt	<u>1,499,972</u>	<u>1,640,331</u>	<u>1,361,375</u>	<u>1,402,534</u>
<b>Total Expenditures</b>	<b>\$4,243,510</b>	<b>\$4,606,461</b>	<b>\$4,796,100</b>	<b>\$5,030,764</b>

**Fiscal Year: 2008-09**  
**Department: Water Fund**  
**Account Code: Revenues**  
**Function: Revenue Summary**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
F2140 Water Rents	\$3,381,674	\$3,502,454	\$3,755,000	\$3,792,457
F2142 Unmetered Water	14,249	11,338	12,000	12,612
F2143 Outside User Fees	505,978	640,132	717,000	591,325
F2144 Water Srv. Charges	100,836	87,035	60,000	60,000
F2148 Int. & Pen. On Water Rents	55,112	56,590	58,000	60,000
F2401 Interest Earnings	23,976	33,313	45,000	30,000
F2650 Sale of Scrap	890	1,321	0	1,000
F2665 Sale of Equipment	630	0	0	0
F2680 Insurance Rec.	5,001	1,262	0	0
F2701 Refund of Prior Year Exp.	76	48,587	0	0
F2770 Unclassified Revenues	2,563	3,071	3,100	3,250
F2830 Metered Water Sales Funds	100,554	95,715	142,300	126,120
F5031 Interfund Transfer	<u>6,807</u>	<u>1,700</u>	<u>3,700</u>	<u>4,000</u>
<b>Sub-Total</b>	<b>4,198,346</b>	<b>4,482,518</b>	<b>4,796,100</b>	<b>4,680,764</b>
Actual Beginning Fund Balance	<u>1,415,019</u>	<u>1,369,855</u>		
Appropriated Fund Balance			<u>0</u>	<u>350,000</u>
<b>Total Revenues</b>	<b>\$5,613,365</b>	<b>\$5,852,373</b>	<b>\$4,796,100</b>	<b>\$5,030,764</b>

**Fiscal Year:** 2008-09  
**Department:** Water Fund  
**Account Code:** Revenues  
**Function:** Revenue Descriptions



F2140 – Water Rents - Sales of water to other governments, and all residential, commercial, industrial users.

F2142 - Unmetered Water Sales - Bulk sales of water at the Water Treatment Plant are recorded in this account.

F2143 - Outside User Fees - Water sold to the Development Authority of the North County.

F2144 - Water Service Charges - Charges for frozen meters, meter replacement, connection fees, repairs and line renewals.

F2148 - Interest & Penalties on Water Rents - The City charges a 10% penalty for late water payments.

F2401 - Interest and Earnings - Revenue derived from the investment of City funds through certificates of deposit, savings accounts and the purchase of government securities.

F2701 - Refund of Prior Years Expense - On occasion the City receives a refund for an expenditure that was previously paid for in a prior year.

F2770 - Other Unclassified Revenues - Recorded in this account are revenues from sources that a specific code has not been provided, such as shut - off fees.

F2830 - Metered Water Sales Other Funds - Reimbursement from the other funds, for water used.

F5301 – Interfund Transfers – Contributions from other funds.

**Fiscal Year:** 2008-09  
**Department:** Water Administration  
**Account Code:** F8310  
**Function:** Water Administration



**Description:** The Water Department administrative staff is responsible for processing 8,500 water and sewer bills along with 300 related service accounts. Staffing includes the Superintendent, a Principal Account Clerk, a Senior Account Clerk/Typist and two Meter Readers. Staff collects, compiles and maintains data to produce water and sewer bills. In addition, all paperwork associated with departmental personnel, payroll and purchases are handled by this staff. Permits and billings for water service installations, repairs and renewals are issued through this office. This office coordinates services with other City departments, other Water Fund personnel, and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent coordinates with engineers, architects, and developers in the development of new construction.

**2007-08 Accomplishments:**

- ✓ Continued implementation of automated meter reading and billing system.

**2008-09 Goals and Objectives:**

- Continue integration of automated billing with current system.
- Continue to review large user accounts for metering accountability.
- Foster improved public relations by establishing customer protocol.
- Continue to work with DANC and surrounding municipalities relative to meeting the needs for new development.

Fiscal Year: 2008-09  
 Department: Water Administration  
 Account Code: F8310  
 Function: Water Administration



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	(35,133)	76,715	74,960	79,910
120 Clerical	41,668	38,259	39,199	39,199
130 Wages	28,680	30,726	31,508	31,508
140 Temporary	5,297	5,844	4,480	5,100
150 Overtime	712	498	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	41,224	152,042	151,147	156,717
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	2,000	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	2,000	-
<b>Operating Expenses</b>				
410 Utilities	336	535	990	400
420 Insurance	-	-	-	-
430 Contracted Services	13,183	14,366	13,675	13,123
440 Fees Non Employees	7,250	66	-	-
450 Miscellaneous	11,348	17,408	16,180	14,650
455 Dept. Vehicle Expense	1,798	1,330	1,642	1,638
460 Materials and Supplies	1,794	1,127	2,150	2,400
465 Equipment < \$5,000	161	292	50	3,700
Total Operating Expenses	35,870	35,124	34,687	35,911
<b>Fringe Benefits</b>				
810 New York State Retirement	3,461	7,861	21,587	15,673
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,772	11,243	11,563	11,989
840 Workers' Compensation	394	-	-	-
850 Health Insurance	21,383	23,318	26,318	28,168
Total Fringe Benefits	28,010	42,422	59,468	55,830
<b>Department Total</b>	<b>105,104</b>	<b>229,588</b>	<b>247,302</b>	<b>248,458</b>

**Water Fund Administration**  
**City of Watertown**

**F8310**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
110	Salaries	
	Water Superintendent	\$79,910
120	Clerical	
	Principal Account Clerk *	21,422
	Senior Account Clerk Typist *	17,777
130	Wages	\$39,199
	Water Meter Reader (2) *	\$31,508
140	Temporary *	\$5,100
150	Overtime *	<u>\$1,000</u>
	Total Personnel Services	<u>\$156,717</u>

**Operating Expenses**

410	Utilities	
	Telephone*	\$400
430	Contracted Services	
	Office Rental *	6,000
	Software Update Fees*	2,475
	Repairs to Equipment *	100
	Fee for Paying Agent	1,850
	Consumer Confidence Report	2,100
	Equip Maintenance Contracts*	598
		\$13,123
450	Miscellaneous	
	Uniforms, Meter Readers *	500
	Membership AWWA	1,700
	Tuition Reimbursements	2,600
	Travel and Training	350
	Postage Expenses *	7,600
	Postage Expense	1,800
	Text/Reference Materials	100
		\$14,650
455	Dept. Vehicle Expense	
	Fuel *	650
	Maintenance & Repairs *	400
	Insurance *	588
		\$1,638
460	Materials and Supplies	
	Printed Forms, Bills *	1,900
	Office Supplies *	500
		<u>\$2,400</u>

465	Equipment < \$5,000		
	Computer Terminals and Access*	2,000	
	Dot Matrix Printer*	1,700	<u>\$3,700</u>
	Total Operating Expenses		\$35,911

**Fringe Benefits**

810	New York State Retirement		\$15,673
830	Social Security Expense		\$11,989
840	Workers' Compensation		\$0
850	Health Insurance		<u>\$28,168</u>
	Total Fringe Benefits		\$55,830

**TOTAL BUDGET** **\$248,458**

\* 1/2 expense shared with Sewer Fund G8110

\*\* 1/2 expense shared with F8340

**Fiscal Year:** 2008-09  
**Department:** Source of Supply, Power and Pumping  
**Account Code:** F8320  
**Function:** Water Operations



**Description:** Primary facilities supported by this account include the Dosing Station, Coagulation Basin and Low Lift Pump Station, all of which are located adjacent to NYS Rte. 3, east of the City, and the Main Pump Station on Huntington Street. Raw river water flows through the Dosing Station where chemicals are added to settle out organic matter and silt in the 66,000,000-gallon Coagulation Basin. The settled water is then pumped through the Low Lift Station to the Water Treatment Plant. The Main Pump Station pumps the finished potable water through the distribution system to the customers. The cost of power for the treatment facilities is covered under this account.

The pre-treatment facilities provide settled water to the Water Treatment Plant that can be treated and polished more readily than raw river water to provide a high quality finished product. The Main Pump Station transfers quality potable water to the distribution system.

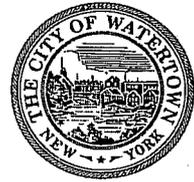
#### **2007-08 Accomplishments:**

- ✓ Explored possible uses for freeze-dry bed sludge after it had become solid. Determined that it was not harmful and could be used for backfill or cover material and would grow grass or other vegetation quite nicely.
- ✓ Will have completed sampling in April '08 for Long-Term Enhanced Water Treatment Rule.
- ✓ Performed Engineering evaluation and specifications for replacement of the Variable Frequency Drives (VFD's) for the high-lift pumps.

#### **2008-09 Goals and Objectives:**

- Perform sampling in 2008-09 to keep the city in compliance with the EPA's Long-Term Enhanced Water Treatment Rule.
- Work closely with consultant and contractors on the installation of, and training of personnel on the operation of the new VFD's.
- Contract with an engineering firm for Chemical Bulk Storage Tank Testing in accordance with the NYSDEC's Chemical Bulk Storage rule requirements.

**Fiscal Year:** 2008-09  
**Department:** Source of Supply, Power and Pumping  
**Account Code:** F8320  
**Function:** Water Operations



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	-	-	-	-
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	-	-	-	-
<b>Operating Expenses</b>				
410 Utilities	376,398	389,750	389,500	433,800
420 Insurance	-	-	-	-
430 Contracted Services	13,805	9,979	29,900	18,800
440 Fees Non Employees	-	-	20,000	2,300
450 Miscellaneous	-	31	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	6,142	4,389	9,500	9,500
465 Equipment < \$5,000	10,989	2,870	10,000	12,100
<b>Total Operating Expenses</b>	<b>407,334</b>	<b>407,019</b>	<b>458,900</b>	<b>476,500</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
<b>Total Fringe Benefits</b>	-	-	-	-
<b>Department Total</b>	<b>407,334</b>	<b>407,019</b>	<b>458,900</b>	<b>476,500</b>

# Source of Supply, Power and Pumping

## City of Watertown F8320

Equipment	2008-09 Budget
<b>Operating Expenses</b>	
410 Utilities	
Electric	413,000
Natural Gas	20,000
Water & Sewer (Town Pamela)	800
	<b>\$433,800</b>
430 Contracted Services	
Maintenance Contracts Generators	6,300
Repairs to Equipment	6,000
Electric Repairs & Service	2,000
Boiler Repairs	2,000
Miscellaneous Repairs	1,000
Rental of Propane Tank	500
Crane Inspection-Annual	1,000
	<b>\$18,800</b>
440 Fees, Non-Employee	
Chemical Tank Testing	<b>\$2,300</b>
460 Materials and Supplies	
Grease and Oil	500
Fuel Oil, Generator	2,500
Propane, Small Generator	1,500
Mechanical Repair Parts	2,000
Miscellaneous Hardware	3,000
	<b>\$9,500</b>
465 Other Equipment < \$5,000	
Mechanical Parts	5,000
Aluminum Boat Replacement	2,100
Electronic Repair Parts	5,000
	<b>\$12,100</b>
Total Operating Expenses	<b>\$476,500</b>
<b>TOTAL BUDGET</b>	<b>\$476,500</b>

**Fiscal Year:** 2008-09  
**Department:** Water Purification  
**Account Code:** F8330  
**Function:** Water Operations



**Description:** The City's 15 MGD Water Plant purified and delivered more than 2.0 billion gallons of high quality potable water last year. An average of 5.5 million gallons per day (MGD) was processed for domestic and industrial use by the citizens of the City of Watertown, neighbors in the Towns of Watertown, Pamelaia, Leray, Champion, and personnel at Fort Drum in 2007. The plant is staffed with a Chief Operator, six WTP operators, a Lab Technician, and a four-member maintenance crew. This is a 24-hour a day operation, requiring at least one operator on duty at all times. All but two staff members are certified and licensed by NYS Dept of Health to operate a community water system.

A strong emphasis on maintenance training enables the staff to perform the majority of maintenance tasks required to keep the high tech equipment functioning properly. In addition to the main plant, staff maintains several off-site facilities. The goal of the Water Treatment Plant staff is to provide the highest quality potable water, meeting all applicable standards of the NYSDOH and the USEPA, at the lowest reasonable cost, and to properly maintain the plant, service the equipment and improve plant processes.

#### **2007-08 Accomplishments:**

- ✓ Completed implementation of EPA Stage II Disinfection Byproducts Rule for distribution system sampling.
- ✓ Continued work associated with EPA Long Term 2 Enhanced Surface Water Treatment Rule.
- ✓ Assisted in the development of the Shared Municipal Service Incentive Grant application.

#### **2008-09 Goals and Objectives:**

- Work with stakeholders of regional water distribution systems in developing potential solutions to issues arising from the Stage II Disinfection Byproducts Rule IDSE Study.
- Continue work associated with EPA Long Term 2 Enhanced Surface Water Treatment Rule to determine potential long range treatment modifications or procedures.
- Continue work associated with EPA Unregulated Contaminant Monitoring Rule 2 to determine which potential contaminants should be regulated.
- Upgrade the Filter Control System.
- Refurbish and seal the asphalt driveways and parking areas at the Process Complex.

Fiscal Year: 2008-09  
 Department: Water Purification  
 Account Code: F8330  
 Function: Water Operations



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	55,362	57,393	56,080	59,784
120 Clerical	-	-	-	-
130 Wages	403,385	410,627	434,823	438,181
140 Temporary	-	-	-	-
150 Overtime	18,267	20,289	22,500	22,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>477,014</b>	<b>488,309</b>	<b>513,403</b>	<b>520,465</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Operating Expenses</b>				
410 Utilities	177,190	162,514	174,360	179,624
420 Insurance	12,213	13,542	18,326	13,860
430 Contracted Services	11,369	9,723	55,500	40,783
440 Fees Non Employees	-	558	950	4,450
450 Miscellaneous	3,765	5,835	7,150	7,600
455 Dept. Vehicle Expense	8,602	7,940	9,246	12,220
460 Materials and Supplies	247,190	263,851	343,300	323,960
465 Equipment < \$5,000	40,395	16,998	14,500	24,080
<b>Total Operating Expenses</b>	<b>500,724</b>	<b>480,961</b>	<b>623,332</b>	<b>606,577</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	43,930	44,244	46,652	45,717
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	35,677	36,502	39,275	39,818
840 Workers' Compensation	19,926	2,055	5,000	5,000
850 Health Insurance	98,905	106,301	127,550	151,024
<b>Total Fringe Benefits</b>	<b>198,438</b>	<b>189,102</b>	<b>218,477</b>	<b>241,559</b>
<b>Department Total</b>	<b>1,176,190</b>	<b>1,158,372</b>	<b>1,355,212</b>	<b>1,368,601</b>

## Water Purification

**City of Watertown**

**F8330**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	Chief WTP Operator		\$59,784
130	Wages		
	WTP Maintenance Supv.	49,021	
	Laboratory Technician	47,211	
	WTP Maint. Mechanic (2)	80,558	
	Building Maint. Worker	33,252	
	WTP Operator (6)	228,139	\$438,181
150	Overtime		<u>\$22,500</u>
	<b>Total Personnel Services</b>		<b>\$520,465</b>

**Operating Expenses**

410	Utilities		
	Sewer Charges	140,000	
	Natural Gas	33,700	
	Telephone	5,924	\$179,624
420	Insurance		\$13,860
430	Contracted Services		
	AC Boiler Repair & Maintenance	2,000	
	Electric Repair & Maintenance	2,000	
	Repairs to Equipment	3,000	
	Advertising	300	
	Chemical Testing	13,223	
	Physical Exams & Testing	1,260	
	Security Assessment SCADA	5,000	
	Inspection of Fire/Intrusion Alarms	1,000	
	Seal Driveway	12,000	
	Miscellaneous	1,000	\$40,783
440	Fees, Non Employee		
	Consultant-3yr Risk Mgt Plan Audit	3,800	
	License and Permit Fees	650	\$4,450
450	Miscellaneous		
	Travel, Training, & Textbooks	2,800	
	Boots, Helmets, Goggles	1,000	
	Water Sample Mailing- Overnight	2,800	
	Miscellaneous	1,000	\$7,600

455	Dept. Vehicle Expense		
	Maintenance & Repairs	5,000	
	Fuel	4,000	
	Insurance	3,220	\$12,220
460	Materials and Supplies		
	Process Chemicals	\$301,460	
	Materials and Supplies	22,500	\$323,960
465	Other Equipment <\$5000		
	Alarm System	2,580	
	Repair Parts; Mechanical,Electrical	16,000	
	Mechanical Tools	2,000	
	Laboratory Equipment	2,000	
	Doors,Windows, Gates,etc.	1,500	<u>\$24,080</u>
	Total Operating Expenses		\$606,577

### Fringe Benefits

810	New York State Retirement		\$45,717
830	Social Security Expense		\$39,818
840	Workers' Compensation		\$5,000
850	Health Insurance		<u>\$151,024</u>
	Total Fringe Benefits		\$241,559

**TOTAL BUDGET** **\$1,368,601**

\* 1/2 expense shared with F8340

**Fiscal Year:** 2008-09  
**Department:** Transmission and Distribution  
**Account Code:** F8340  
**Function:** Water Operations



**Description:** The Maintenance and Distribution section consists of 16 employees. This section is responsible for the operation and maintenance of the water distribution network with over 100 miles of water mains ranging in size from 4" to 24", more than 800 fire hydrants, 2600 gate valves and 8,500 service lines. These employees respond to thousands of service calls and water main breaks, and they install, repair and replace over 100 water services annually. Additionally, these employees install, replace and extend water mains, maintain the two water reservoirs (eight million gallons), and the 750,000 gallon elevated water tank. Layout and design assistance is also provided for construction and maintenance projects. Departmental records and maps are compiled and maintained by an Engineering Technician who is also responsible for providing layout and locations for contractors and other utility companies. Employees of this division also maintain a fleet of service trucks, backhoes and dump trucks.

**2007-08 Accomplishments:**

- ✓ Continued implementation of objectives identified in Vulnerability Assessment.
- ✓ Installed a new water main on Sterling Street.
- ✓ Oversaw and assisted with contracted construction projects including work on Arsenal Street, Public Square, Union Street, and Ontario Drive and at Starwood Apartments.

**2008-09 Goals and Objectives:**

- Coordinate with developers and contractors and oversee the installation of water mains and service on proposed development projects throughout the City, such as the Summit Woods Apartments project.
- Drain, clean and perform routine maintenance on the east reservoir.
- Install water mains on Arcade Street and Madison Avenue.

**Fiscal Year: 2008-09**  
**Department: Transmission and Distribution**  
**Account Code: F8340**  
**Function: Water Operations**



<b>Budget Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Budget</b>	<b>2008-09 Budget</b>
<b>Personnel Services</b>				
110 Salaries	91,016	103,883	105,261	110,446
120 Clerical	-	-	-	-
130 Wages	380,610	396,070	430,251	432,164
140 Temporary	3,800	9,544	12,000	12,000
150 Overtime	23,131	34,275	35,000	35,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>498,557</b>	<b>543,772</b>	<b>582,512</b>	<b>589,610</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	19,618	-	30,000
240 Highway and Street	-	-	-	-
250 Other	-	-	15,000	42,000
<b>Total Equipment</b>	<b>-</b>	<b>19,618</b>	<b>15,000</b>	<b>72,000</b>
<b>Operating Expenses</b>				
410 Utilities	18,061	14,696	21,320	17,750
420 Insurance	1,176	1,092	1,500	1,200
430 Contracted Services	4,243	4,617	5,700	7,700
440 Fees Non Employees	1,009	477	1,000	-
450 Miscellaneous	4,920	4,173	13,250	10,425
455 Dept. Vehicle Expense	42,741	46,468	62,813	53,532
460 Materials and Supplies	27,793	30,875	35,400	43,000
465 Equipment < \$5,000	72,442	93,798	127,400	123,850
<b>Total Operating Expenses</b>	<b>172,385</b>	<b>196,196</b>	<b>268,383</b>	<b>257,457</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	50,415	47,146	52,123	52,887
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	37,291	40,723	44,562	45,106
840 Workers' Compensation	16,467	13,067	15,000	12,000
850 Health Insurance	110,126	111,231	137,281	154,097
<b>Total Fringe Benefits</b>	<b>214,299</b>	<b>212,167</b>	<b>248,966</b>	<b>264,090</b>
<b>Department Total</b>	<b>885,241</b>	<b>971,753</b>	<b>1,114,861</b>	<b>1,183,157</b>

# Transmission and Distribution

## City of Watertown

F8340

### Personnel Services

2008-09  
Budget

110	Salaries		
	Supervisor Water Dist.Systems	59,954	
	Water Distribution System Oper.	50,492	\$110,446
130	Wages		
	Crew Chief (2)	78,406	
	Engineering Technician	36,462	
	Water Meter Srv. Mechanic (2) *	35,981	
	Stock Attendant	33,252	
	Motor Equipment Operator (2)	68,734	
	Water Maintenance Mechanic (6)	179,329	\$432,164
140	Temporary		\$12,000
150	Overtime		<u>\$35,000</u>
	Total Personnel Services		\$589,610

### Equipment

230	Motor Vehicles		
	Utility Service Truck Replacement		\$30,000
250	Miscellaneous		
	GPS/GIS Locating Device	26,000	
	WACHS Valve Machine	16,000	<u>\$42,000</u>
	Total Equipment		\$72,000

### Operating Expenses

410	Utilities		
	Natural Gas	13,850	
	Cell Phones	1,000	
	Telephone	2,900	\$17,750
420	Insurance		\$1,200
430	Contracted Services		
	Advertising Expenses	250	
	Equipment Repair & Maintenance	1,500	
	Equipment Rental	500	
	Maintenance Contract on Copier	250	
	Facility Maintenance	2,000	
	OSHA Physicals & Training	500	

	Annual Audiograms (OSHA)	200	
	Random Drug Testing for CDLs	1,000	
	CAD Maintenance Annual Fee	500	
	Radio Repairs	1,000	\$7,700
450	Miscellaneous		
	Travel & Training	1,500	
	Safety Items	4,075	
	Protective Clothing	3,300	
	Meter Service Uniforms (1/2 x 700)*	350	
	AWWA Dues & Manuals	1,200	\$10,425
455	Dept. Vehicle Expense		
	Fuel	19,500	
	Maintenance & Repairs	24,000	
	Insurance	10,032	\$53,532
460	Materials and Supplies		
	Stationary Stores	400	
	Cleaning & Mechanical	6,000	
	Hand Tools	2,000	
	Redi-mix Concrete	2,000	
	Top Soil	2,000	
	Crushed Stone	8,500	
	Black Top-Road Repair & Cold Patch	8,500	
	Fire Hydrant Antifreeze	2,000	
	Facility Repair Supplies	8,500	
	Fluorescent Tubes and Ballasts	3,100	\$43,000
465	Other Equipment <\$5000		
	Fax Machine (Replacement)	550	
	Flow Test Kit	1,200	
	Pressure Recorder	500	
	Pressure Relief Valve	1,100	
	Water Meters & Parts*1/2	35,000	
	Fire Hydrants	9,600	
	Cut-off Saw (replacement)	1,100	
	Mobile Radios (2 replacements)	1,200	
	Ductile Iron Pipe & Fittings	8,000	
	Gate Valves	3,500	
	Tapping Sleeves & Tapping Valves	3,500	
	Repair Sleeves and Pipe Clamps	7,000	
	Copper Pipe & Brass Fittings	20,000	
	Curb Boxes, Repair Lids, Extensions	4,000	
	Valve Boxes, Covers, Risers	6,000	
	Fire Hydrant Repair Parts	15,000	

Tapping Saddles	800	
Tools & Accessories	4,500	
Safety Equipment	1,000	
Air Hoses & Fittings	200	
Oxygen/Acetylene Torches & Parts	100	<u>\$123,850</u>
Total Operating Expenses		\$257,457

**Fringe Benefits**

810	New York State Retirement	\$52,887
830	Social Security Expense	\$45,106
840	Workers' Compensation	\$12,000
850	Health Insurance	<u>\$154,097</u>
	Total Fringe Benefits	\$264,090

**TOTAL BUDGET** **\$1,183,157**

\*1/2 expense shared with G8120

\*\* 1/2 expense shared with F8330

F8340 - Water Transmission and Distribution

Fiscal Year 2008-09  
Equipment Requests



Vehicle Replacement: \$30,000

The vehicle being replaced is Service Truck # 2-21, a 1999 Dodge Ram pickup truck with a utility box. The odometer reading is 66,740. Approximately \$5,500 has been spent in repairs to this vehicle over the past year and a half. We have been informed by Central Garage that the undercarriage of this vehicle is very badly rusted and is in poor condition. The vehicle would be replaced with a ¾ ton pick-up with a utility box. It would also be equipped with a PTO (power take off) on the transmission to power our hydraulic valve turning machine, which would be mounted in the box.



GPS/GIS Locating Device: \$26,000

This is a Trimble R8 GNSS Rover, an electronic receiver of GPS signals, which is used to survey and locate utilities in the field and transfer the data to our GIS mapping software. It will be used in connection with existing equipment to locate the water mains, services, and appurtenances so that they can be included on the digital city map.

F8340 –Water Transmission and Distribution

Fiscal Year 2008-09  
Equipment Requests

WACHS Valve Machine: \$16,000

This is a replacement for an existing machine that is over 20 years old. The older unit runs off a pump that has been unreliable. This unit will operate from a PTO off the transmission. It has a telescoping and pivoting arm which will be more functional, and it will interface with GPS equipment.



**Fiscal Year:** 2008-09  
**Department:** Water Fund General Accounts  
**Account Code:** Water Fund  
**Function:** General Government Support and Debt Service



<b>General</b>	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
F1950 Taxes on Real Property	\$687	\$635	\$650	700
F1990 Contingent	\$0	\$0	\$15,000	50,311
F9040 Workers' Compensation	4,868	7,673	7,500	7,500
F9050 Unemployment Ins.	0	0	0	0
F9060 Health Insurance	128,204	137,999	165,800	189,803
F9070 Compensated Absences	-1,699	5,591	5,000	5,700
F9501 General Liability Reserve	7,500	7,500	7,500	7,500
F9930 Coagulation Reserve	30,000	40,000	35,000	40,000
F9950 Transfer to Capital Fund	<u>123</u>	<u>0</u>	<u>22,000</u>	<u>50,000</u>
<b>Total Budget</b>	<b>\$169,683</b>	<b>\$199,398</b>	<b>\$258,450</b>	<b>\$351,514</b>
	<b>2005-06 ACTUAL</b>	<b>2006-07 BUDGET</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
<b>Serial Bonds</b>				
F9710.6 Principal	\$1,163,482	\$1,254,684	\$997,598	1,107,187
F9710.7 Interest	336,490	347,161	250,697	262,147
<b>Bond Anticipation Notes</b>				
F9730.6 Principal	0	28,000	76,270	28,100
F9730.7 Interest	<u>0</u>	<u>10,486</u>	<u>36,810</u>	<u>5,100</u>
<b>Total Budget</b>	<b>\$1,499,972</b>	<b>\$1,640,331</b>	<b>\$1,361,375</b>	<b>\$1,402,534</b>

Fiscal Year: 2008-09  
 Department: Debt Service  
 Account Code: Water Fund  
 Function: Debt Service Detail



**SERIAL  
BONDS**

DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
4/1/1989	7.40 - 7.60%	4/1/2009	225,000	17,100	242,100	-
5/1/1990	6.90 - 7.10%	5/1/2010	75,000	10,650	85,650	75,000
10/15/1991	6.30 - 6.375%	10/15/2011	299,700	67,177	385,984	903,900
9/15/1992	5.25 - 5.70%	10/15/2011	111,000	19,893	130,893	297,000
4/15/2000	5.125 - 5.50%	6/15/2020	12,500	6,505	19,005	109,500
5/15/2002	4.00 - 5.00%	5/15/2020	15,500	7,439	22,939	151,500
8/27/2002	2.50 - 4.00%	3/1/2012	95,315	10,354	105,669	187,760
1/15/2005	2.75 - 4.25%	1/15/2024	40,172	9,386	49,558	227,854
11/15/2005	4.00 - 4.37%	11/15/2020	91,000	44,224	135,224	1,027,000
2/15/2008	3.25 - 4.00%	2/15/2023	<u>142,000</u>	<u>69,419</u>	<u>211,419</u>	<u>1,855,000</u>
		TOTAL	1,107,187	262,147	1,388,441	4,834,514

**BOND ANTICIPATION NOTES**

DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
2/25/2008	2.00%	2/25/2009	28,100	5,100	33,200	226,100

Sewer  
Fund  
Budget

**Fiscal Year: 2008-09**  
**Department: Sewer Fund**  
**Account Code: Summary**  
**Function: Sewer Fund Summary**



	2005-06	2006-07	2007-08	2008-09
Revenues	ACTUAL	ACTUAL	BUDGET	BUDGET
G2120 Sewer Rents	2,217,010	2,450,858	2,615,000	2,832,063
G2122 Sewer Charges	428,004	415,764	400,000	120,000
G2128 Int. & Pen. On Sewer Rents	46,920	51,162	50,000	52,000
G2370 Sewer Rents - Governments	1,450,631	1,358,064	962,300	958,212
G2401 Interest Earnings	9,501	8,751	2,000	2,000
G2590 Permit Fees	25,465	24,750	25,500	24,500
G2650 Sale of Scrap	-	1,273	-	-
G2665 Sale of Equipment	1,079	-	-	-
G2701 Refund of Prior Yr; Exp.	-	31,392	-	-
G2770 Unclassified Revenues	-	(1,144)	-	-
G2810 Interfund Revenues	141,728	138,821	161,400	170,212
G5031 Interfund Transfers	10,589	2,487	3,800	3,500
<b>Sub-Total</b>	<b>4,330,927</b>	<b>4,482,178</b>	<b>4,220,000</b>	<b>4,162,487</b>
Actual Beginning Fund Balance	418,469	574,542		
Appropriated Fund Balance			-56,615	0
<b>Total Revenues</b>	<b>4,749,396</b>	<b>5,056,720</b>	<b>4,163,385</b>	<b>4,162,487</b>
<b>Expenditures</b>				
Administration	133,083	128,071	130,056	132,046
Sanitary Sewer	365,779	398,376	528,865	455,640
Sewage Treatment	2,219,547	2,410,109	2,634,308	2,727,529
General	67,447	127,504	223,000	145,068
Debt	1,388,998	1,497,748	647,156	702,204
<b>Total Expenses</b>	<b>4,174,854</b>	<b>4,561,808</b>	<b>4,163,385</b>	<b>4,162,487</b>

**Fiscal Year: 2008-09**  
**Department: Sewer Fund**  
**Account Code: Revenues**  
**Function: Revenue Summary**



	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
G2120 Sewer Rents	2,217,010	2,450,858	2,615,000	2,832,063
G2122 Sewer Charges	428,004	415,764	400,000	120,000
G2128 Int. & Pen. On Sewer Rents	46,920	51,162	50,000	52,000
G2370 Sewer Rents - Governments	1,450,631	1,358,064	962,300	958,212
G2401 Interest Earnings	9,501	8,751	2,000	2,000
G2590 Permit Fees	25,465	24,750	25,500	24,500
G2650 Sale of Scrap	-	1,273	-	-
G2665 Sale of Equipment	1,079	-	-	-
G2701 Refund of Prior Yr; Exp.	-	31,392	-	-
G2770 Unclassified Revenues	-	(1,144)	-	-
G2810 Interfund Revenues	141,728	138,821	161,400	170,212
G5031 Interfund Transfers	10,589	2,487	3,800	3,500
<b>Sub-Total</b>	<u>4,330,927</u>	<u>4,482,178</u>	<u>4,220,000</u>	<u>4,162,487</u>
Actual Beginning Fund Balance	<u>418,469</u>	<u>574,542</u>		
Appropriated Fund Balance			<u>-56,615</u>	<u>0</u>
<b>Total Revenues</b>	<b>\$ 4,749,396</b>	<b>\$ 5,056,720</b>	<b>\$ 4,220,000</b>	<b>\$ 4,162,487</b>

**Fiscal Year:** 2008-09  
**Department:** Sewer Fund  
**Account Code:** Revenues  
**Function:** Revenue Descriptions



G2120 - Sewer Rents - The fee is based on water consumption and is charged to all users connected to the sewerage system.

G2122 - Sewer Charges - The City charges a fee for accepting tanker hauled sludge and leachate originating from outside of the City.

G2128 - Interest & Penalties on Sewer Rents - The City charges a 10% penalty for late sewer payments.

G2370 - Sewer Rents from Other Governments - Fees received from the Town of Watertown, the Development Authority of the North Country and all other governments.

G2401 - Interest and Earnings - Revenue derived from the investment of City funds through certificates of deposit, savings accounts and the purchase of government securities.

G2590 - Permit Fees- Revenue derived from issuance of permits to outside haulers

G2770 - Other Unclassified Revenues - Recorded in this account are revenues from sources that a specific code has not been provided.

G2810 - Interfund Revenues - Reimbursement from the other funds for sewer use.

G5031- Interfund Transfers - Contributions from other funds.

**Fiscal Year:** 2008-09  
**Department:** Sewer Administration  
**Account Code:** G8110  
**Function:** Sewer Administration



**Description:** The Water Department administrative staff provides administrative support to the Sewer Fund and is responsible for processing 8,500 water and sewer bills along with 300 related service accounts. One half of the salary expense of the Water Administration staff is charged to this account. Staffing includes a Principal Account Clerk, a Senior Account Clerk/Typist and two Meter Readers. Staff collects, compiles and maintains data to produce bills and record revenue receipts. In addition, all paperwork associated with departmental personnel, payroll and purchasing are handled by this staff.

**2007-08 Accomplishments:**

- ✓ Continued implementation of automated meter reading and billing system.

**2008-09 Goals and Objectives:**

- Continue integration of automated billing with current system.
- Continue to review large user accounts for metering accountability.
- Foster improved public relations by establishing customer protocol.

Fiscal Year: 2008-09  
 Department: Sewer Administration  
 Account Code: G8110  
 Function: Sewer Administration



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	-	-	-	-
120 Clerical	41,667	38,259	39,199	39,199
130 Wages	28,680	30,725	31,508	31,508
140 Temporary	5,297	5,844	4,480	5,100
150 Overtime	713	498	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	76,357	75,326	76,187	76,807
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	2,000	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	2,000	-
<b>Operating Expenses</b>				
410 Utilities	225	241	990	360
420 Insurance	-	-	-	-
430 Contracted Services	13,598	13,377	11,675	10,573
440 Fees Non Employees	7,250	-	-	-
450 Miscellaneous	7,566	10,919	8,180	8,100
455 Dept. Vehicle Expense	1,794	1,340	1,642	2,038
460 Materials and Supplies	1,085	1,051	2,150	2,400
465 Equipment < \$5,000	161	6	50	3,700
Total Operating Expenses	31,679	26,934	24,687	27,171
<b>Fringe Benefits</b>				
810 New York State Retirement	7,272	7,315	6,866	6,721
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,647	5,580	5,828	5,857
840 Workers' Compensation	394	-	-	-
850 Health Insurance	11,734	12,916	14,488	15,490
Total Fringe Benefits	25,047	25,811	27,182	28,068
<b>Department Total</b>	<b>133,083</b>	<b>128,071</b>	<b>130,056</b>	<b>132,046</b>

**Sewer Fund Administration**  
**City of Watertown**

**G8110**

<b>Personnel Services</b>		<b>2008-09 Budget</b>
120	Clerical	
	Principal Account Clerk *	21,422
	Sr. Account Clerk Typist *	17,777
		<b>\$39,199</b>
130	Wages	
	Water Meter Reader (2) *	\$31,508
140	Temporary *	\$5,100
150	Overtime *	<u>\$1,000</u>
	Total Personnel Services	<b>\$76,807</b>

**Operating Expenses**

410	Utilities		
	Telephones*		\$360
430	Contracted Services		
	Office Rental *	6,000	
	Equip Maintenance Contracts*	100	
	Software Update Fees*	2,475	
	Repairs to Equipment*	598	
	Fee for Paying Agent	1,400	\$10,573
450	Miscellaneous		
	Uniforms, Meter Readers *	500	
	Postage Expenses *	7,600	\$8,100
455	Dept. Vehicle Expense		
	Fuel *	1,050	
	Maintenance & Repairs *	400	
	Insurance *	588	\$2,038
460	Materials and Supplies		
	Printed Forms, Bills *	1,900	
	Office Supplies*	500	\$2,400
465	Equipment <\$5,000		
	Computer Terminals and Access*	2,000	
	Dot Matrix Printer*	1,700	<u>\$3,700</u>
	Total Operating Expenses		<b>\$27,171</b>

**Fringe Benefits**

810	New York State Retirement *	\$6,721
830	Social Security Expense *	\$5,857
840	Workers' Compensation *	\$0
850	Health Insurance *	<u>\$15,490</u>
	Total Fringe Benefits	\$28,068

**TOTAL BUDGET**

\$132,046

\* ½ expense shared with Water Fund F8310

**Fiscal Year:** 2008-09  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations



**Description:** This Department is responsible for the repair and maintenance of the City's 69 miles of sanitary sewer mains, 30 miles of combined sewer mains and 2,300 sewer manholes. This department is lead by a Street and Sewer Maintenance Supervisor who is also responsible for the Storm Sewer's A8140 Account, one Working Crew Chief, three Equipment Operators, and a Municipal Worker I. Work activities include the cleaning, inspection and repair of sanitary sewer laterals, mains and manholes, relieving sanitary sewer main blockages, and installing new sanitary sewer infrastructure.

**2007-08 Accomplishments:**

- ✓ Replaced the existing 8" sanitary sewer on the 400 block of Pawling Street.
- ✓ Performed an increased number of lateral inspections.
- ✓ Cleaned and inspected ROW sewers along Sunset Ridge, Ives Street, Fairmont Avenue, Girard Avenue and Moore Avenue.
- ✓ Performed a video inspection of the Western Outfall Sewer between Coffeen Street and Bellew Avenue.

**2008-09 Goals and Objectives:**

- Construct 1100 linear feet of new 8" sanitary sewer from Algonquin Avenue to Iroquois Avenue.
- Work with IT to integrate updated video collection software into Pipe Inspection trailer and develop link with GIS database.
- Clean, inspect and repair as required, ROW sewers along Pawling Street, Moffett Street, and Lincoln Street.
- Complete ROW clearing along North Side Trunk Sewer utilizing new brush grinder attachment.

Fiscal Year: 2008-09  
 Department: Sanitary Sewers  
 Account Code: G8120  
 Function: Sewer Operations



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	26,860	27,847	27,210	29,008
120 Clerical	-	-	-	-
130 Wages	125,476	128,350	198,269	143,831
140 Temporary	-	-	-	-
150 Overtime	7,913	8,681	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	4,539	1,309	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>164,788</b>	<b>166,187</b>	<b>233,479</b>	<b>180,839</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	5,500	2,800
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>5,500</b>	<b>2,800</b>
<b>Operating Expenses</b>				
410 Utilities	230	571	540	300
420 Insurance	1,939	1,939	1,939	1,944
430 Contracted Services	6,308	6,112	15,700	7,050
440 Fees Non Employees	-	507	-	-
450 Miscellaneous	3,410	3,789	5,400	5,465
455 Dept. Vehicle Expense	71,626	60,336	58,136	86,781
460 Materials and Supplies	33,268	37,970	57,650	52,900
465 Equipment < \$5,000	5,669	38,811	40,500	35,450
<b>Total Operating Expenses</b>	<b>122,450</b>	<b>150,035</b>	<b>179,865</b>	<b>189,890</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	17,061	17,352	21,247	15,888
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	12,293	12,397	17,861	13,835
840 Workers' Compensation	916	560	1,000	2,000
850 Health Insurance	48,271	51,845	69,913	50,388
<b>Total Fringe Benefits</b>	<b>78,541</b>	<b>82,154</b>	<b>110,021</b>	<b>82,111</b>
<b>Department Total</b>	<b>365,779</b>	<b>398,376</b>	<b>528,865</b>	<b>455,640</b>

## Sanitary Sewer

**City of Watertown**

**G8120**

**Personnel Services**

**2008-09  
Budget**

110	Salaries		
	Sewer Maintenance Supervisor (½)**		\$29,008
130	Wages		
	Crew Chief (1)***	26,266	
	Water Meter Service Mechanic (2)*	35,981	
	Motor Equipment Oper. (3)***	65,105	
	Municipal Worker I (1)***	16,479	\$143,831
150	Overtime		<u>\$8,000</u>
	Total Personnel Services		<u>\$180,839</u>

**Equipment**

250	Miscellaneous		
	Concrete Mixer, Towable, 9CY(1/2) **		<u>\$2,800</u>
	Total Equipment		<u>\$2,800</u>

**Operating Expenses**

410	Utilities		
	Cellular Phone (1/2) **		\$300
420	Insurance		\$1,944
430	Contracted Services		
	Recertify Safety Equipment (1/2)**	500	
	Software Maintenance	800	
	Small Equipment Repair	2,500	
	Pest Control	3,250	\$7,050
450	Miscellaneous		
	Safety Apparel	1,100	
	Employee Safety Training (Confined Spaces)	535	
	DEC Permits	1,500	
	Miscellaneous Postage	300	
	CSX (4) (Pipeline Sewer Easement)	830	
	Safety Shoes and (Uniforms* )	1,200	\$5,465
455	Dept. Vehicle Expense		
	Maintenance & Repairs	36,412	
	Preventive Maintenance	3,745	
	Fuel	40,600	
	Insurance	6,024	\$86,781

460	Materials and Supplies		
	Manholes	5,000	
	Manhole Frames & Covers	7,000	
	Piping and Pipe Fittings	14,000	
	Crusher Run and Related Materials	5,000	
	Grease Removal Additive	3,500	
	Sewer Camera Supplies (1/2) **	2,000	
	Sewer Vac Hose,500LF (1/2)**	900	
	Replacement Sewer Cleaning Tools	1,000	
	Residential Lateral Repair Program	10,000	
	Work Zone Safety Devices	1,000	
	Miscellaneous Supplies	3,500	\$52,900
465	Other Equipment < \$5,000		
	Meter and Meter Parts (1/2)*	35,000	
	Portable 2-Way Radio (1-90)	450	\$35,450
	Total Operating Expenses		\$189,890

### Fringe Benefits

810	New York State Retirement		\$15,888
830	Social Security Expense		\$13,835
840	Workers' Compensation		\$2,000
850	Health Insurance		<u>\$50,388</u>
	Total Fringe Benefits		\$82,111

### TOTAL BUDGET

**\$455,640**

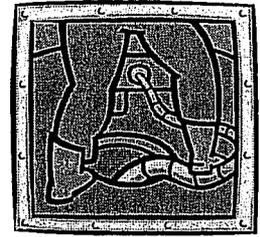
\* (1/2 ) F8340

\*\* (1/2 ) A8140

\*\*\* (1/3) A5142

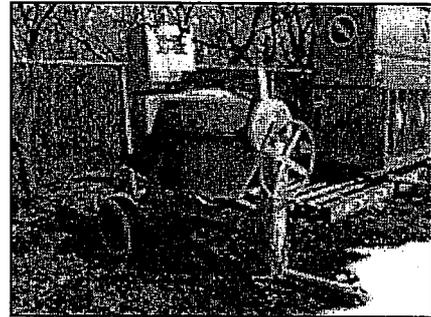
G8120 – Sanitary Sewers

Fiscal Year 2008-09  
Equipment Requests



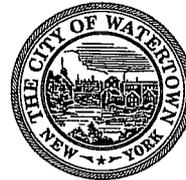
Concrete Mixer, Towable, 9CY            \$2,800.00 \*

This request is for a replacement Concrete Mixer that is used by the sewer crew on a daily basis throughout the construction season to mix concrete used in the repair of catch basins and manholes. This unit will replace an existing unit that is no longer operable. There is a second unit currently in service that will be relegated to back-up status.



\* - Request is for \$2,800.00 from both G8120 and A8140 accounts.  
Total purchase price estimated at \$5,600.00.

**Fiscal Year:** 2008-09  
**Department:** Sewage Treatment and Disposal  
**Account Code:** G8130  
**Function:** Sewer Operations



**Description:** The William T. Field Memorial Pollution Control Plant is a 16.0 MGD secondary facility. During CY 2007, the facility treated an average 9.78 MGD. The Plant removed 2,443 tons of total solids from the waste stream (average of 6.7 tons per day). The facility operates 24 hours per day, 7 days per week, and is staffed with 17 City employees.

**2007-08 Accomplishments:**

- ✓ Consistent with the approved Characterization, Monitoring and Modeling Plan for the City's storm sewer basins with active combined sewer overflows (CSOs), participated with Stearns & Wheler and completed the modeling and calibration phase.
- ✓ Completed installation of new incinerator Heat Exchanger and Scrubber Assembly and conducted the required stack emissions testing.
- ✓ Conducted six month comprehensive sampling and analyses study ordered by the USEPA of the point source tanker deliveries at the City's Pollution Control Plant.

**2008-09 Goals and Objectives:**

- Incorporate the completed characterization, monitoring and modeling of the City's storm sewer basins with active combined sewer overflows into the draft Phase I, Long Term Control Plan (submission due to the NYSDEC October 1, 2008).
- Upon completion of the negotiations with the USEPA in response to the Federally mandated "headworks analysis" of pollutant loadings, rewrite and obtain approval of City's Sewer Use Ordinance
- Acquire equipment and materials, and execute installations and rebuilds consistent with the capital plan.

Fiscal Year: 2008-09  
 Department: Sewage Treatment and Disposal  
 Account Code: G8130  
 Function: Sewer Operations



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	113,450	117,006	116,555	122,245
120 Clerical	-	-	-	-
130 Wages	552,320	578,532	596,202	602,316
140 Temporary	-	1,007	-	-
150 Overtime	22,141	27,278	21,000	21,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
<b>Total Personnel</b>	<b>687,911</b>	<b>723,823</b>	<b>733,757</b>	<b>745,561</b>
<b>Equipment</b>				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	22,000
240 Highway and Street	-	-	-	-
250 Other	8,790	12,257	159,600	44,000
<b>Total Equipment</b>	<b>8,790</b>	<b>12,257</b>	<b>159,600</b>	<b>66,000</b>
<b>Operating Expenses</b>				
410 Utilities	779,667	772,606	761,950	854,865
420 Insurance	29,592	31,030	34,273	31,584
430 Contracted Services	41,499	126,875	146,500	118,000
440 Fees Non Employees	29,735	33,717	26,307	26,360
450 Miscellaneous	2,539	1,924	5,660	4,450
455 Dept. Vehicle Expense	19,388	19,290	20,350	36,600
460 Materials and Supplies	289,257	386,620	362,150	423,080
465 Equipment < \$5,000	61,661	44,616	91,000	129,880
<b>Total Operating Expenses</b>	<b>1,253,338</b>	<b>1,416,678</b>	<b>1,448,190</b>	<b>1,624,819</b>
<b>Fringe Benefits</b>				
810 New York State Retirement	77,692	58,587	76,236	66,831
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	52,473	55,009	56,132	57,035
840 Workers' Compensation	28,212	22,295	28,000	26,000
850 Health Insurance	111,131	121,460	132,393	141,283
<b>Total Fringe Benefits</b>	<b>269,508</b>	<b>257,351</b>	<b>292,761</b>	<b>291,149</b>
<b>Department Total</b>	<b>2,219,547</b>	<b>2,410,109</b>	<b>2,634,308</b>	<b>2,727,529</b>

# Sewage Treatment and Disposal

## City of Watertown

**G8130**

### Personnel Services

**2008-09  
Budget**

110	Salaries		
	Chief WWTP Operator	64,843	
	WWTP O & M Supv.	57,402	
			\$122,245
130	Wages		
	Industrial Pretreatment		
	Laboratory Technician (2)	89,956	
	WWTP Lab. Technician (1)	47,211	
	WWTP Process Worker III (2)	93,722	
	WWTP Process Worker II (2)	80,908	
	WWTP Process Worker I (7)	260,330	
	Municipal Worker I (1)	30,189	
			\$602,316
150	Overtime		<u>\$21,000</u>
	Total Personnel Services		<u>\$745,561</u>

### Equipment

230	Motor Vehicle		
	Vehicle Replacement		\$22,000
250	Other Equipment > \$5,000		
	Filter Press Hydraulic Packs (2)	30,000	
	Sludge Bldg. AC unit	5,500	
	Incinerator Expansion Joint	8,500	
			<u>\$44,000</u>
	Total Equipment		<u>\$66,000</u>

### Operating Expenses

410	Utilities		
	Water	62,000	
	Electric	754,525	
	Natural Gas	30,000	
	Telephone	8,340	
			\$854,865
420	Insurance		\$31,584

430	Contracted Services		
	Uniform Rental	6,000	
	Contract Lab	18,500	
	Ash Tipping Fees/Hauling	40,000	
	Welding Mach Shop Srv	25,000	
	Factory Repair Srv. Elec/Mech	10,000	
	Boiler Maint./Contract Maint.	18,000	
	Maintenance Contract Copier	500	\$118,000
440	Fees		\$26,360
450	Miscellaneous		
	Travel and Training	2,400	
	Shipping and Freight Charges	1,250	
	Books and Periodicals	800	\$4,450
455	Dept. Vehicle Expense		
	Maintenance, Repairs, Gas, Insurance		\$36,600
460	Materials and Supplies		
	Process Chemicals	144,500	
	Boots, Helmets, Gloves	3,500	
	Supplies; Mech., Control, Safety	80,030	
	Grease & Oil	12,000	
	Office Supplies	850	
	Cleaning Supplies	4,000	
	Lab Chemicals & Filter	6,500	
	Building & Grounds Supplies	18,200	
	Misc. Personal Supplies	1,500	
	Fuel Oil	152,000	\$423,080
465	Equipment < \$5,000		
	New Portable Lift Crane	4,000	
	Tools - Mech, B&G	10,400	
	Repair Parts - Mech, Elec, Ctr	70,000	
	Equipment - Mech, Elec, Ctr, B&G	45,480	\$129,880
	Total Operating Expenses		\$1,624,819

### Fringe Benefits

810	New York State Retirement	\$66,831
830	Social Security Expense	\$57,035
840	Workers' Compensation	\$26,000
850	Health Insurance	\$141,283
	Total Fringe Benefits	\$291,149

### TOTAL BUDGET

**\$2,727,529**

## G8130 – Sewage Treatment Plant

Fiscal Year 2008-09  
Equipment Requests

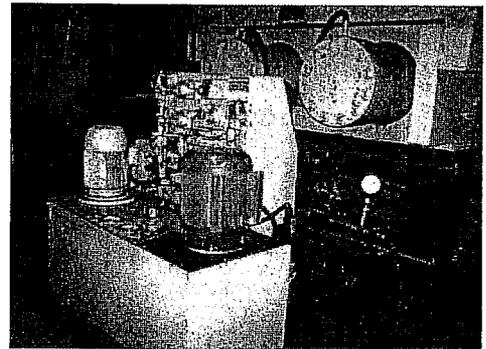


### Vehicle Replacement: \$22,000

The vehicle being replaced is a 1997 Taurus SE station wagon. It has over 89,640 miles on it and is used by STP Pretreatment Staff in its sampling program and Permitted User Inspection Program. The vehicle sought would be a ¼ ton truck with extended cab and box cap (for transport of sampling, traffic control and confined space entry equipment).

### Filter Press Hydraulic Packs (2): \$30,000

The filter press hydraulic packs are high pressure high RPM motor driven pumps providing the hydraulics that control the closure mechanism to the filter presses. These are original units installed in the 1982/83 facility upgrade and are significantly beyond their normal useful life. The project is to buy requisite components to accomplish a total rebuild of the two units.



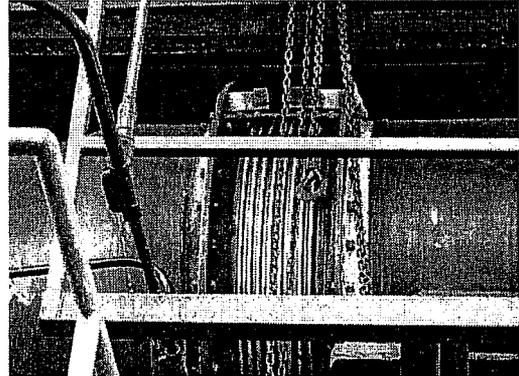
### Sludge Building Air Conditioning Unit: \$5,500

The air conditioning unit was installed in the 1981/82 facility upgrade and controls climate in the office area of the Sludge Disposal Building. With the incinerator, summertime building ambient air sustains conditions at 90 to 100 deg F. The unit is inoperable and requires replacement.

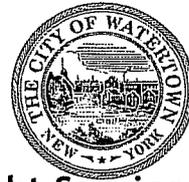


Incinerator Expansion Joint: \$8,500

The incinerator expansion joint enables differential thermal expansion to occur in the horizontal section connecting the exhaust duct from the top of the incinerator to the heat exchanger/venture scrubber assembly. The 44 inch exterior diameter "bellows unit" is in constant motion and fatigue cracking appears over time. Replacement is required every 5 to 6 years with the last one occurring in 2002. The current unit is not exhibiting cracks, but the replacement unit needs to be acquired.



**Fiscal Year:** 2008-09  
**Department:** General and Debt Service  
**Account Code:** Sewer Fund  
**Function:** General Government Support and Debt Service



<b>General</b>	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
G1990 Contingent	\$0	\$0	\$7,000	\$40,026
G9040 Workers' Compensation	4,167	6,665	6,000	3,000
G9060 Health Insurance	68,353	79,928	85,000	102,042
G9070 Compensated Absences	-5,073	-1,463	0	0
G9950 Transfer to Capital	<u>0</u>	<u>42,374</u>	<u>125,000</u>	<u>0</u>
<b>Total Budget</b>	<b>\$67,447</b>	<b>\$127,504</b>	<b>\$223,000</b>	<b>\$145,068</b>

<b>Debt Service Serial Bonds</b>	<b>2005-06 ACTUAL</b>	<b>2006-07 ACTUAL</b>	<b>2007-08 BUDGET</b>	<b>2008-09 BUDGET</b>
G9710.6 Principal	1,158,944	1,257,805	339,806	434,391
G9710.7 Interest	227,891	237,884	138,750	175,613
<b>Bond Anticipation Notes</b>				
G9730.6 Principal	-	-	128,900	79,000
G9730.7 Interest	-	-	37,600	11,000
<b>Loan</b>				
G9780.6 Principal	1,905	1,739	1,800	1,900
G9780.7 Interest	<u>258</u>	<u>320</u>	<u>300</u>	<u>300</u>
<b>Total Budget</b>	<b>\$1,388,998</b>	<b>\$1,497,748</b>	<b>\$647,156</b>	<b>\$702,204</b>

**Fiscal Year: 2008-09**  
**Department: Debt Service**  
**Account Code: Sewer Fund**  
**Function: Debt Service Detail**



**SERIAL BONDS**

DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
12/1/83	9.60%	12/1/2017	30,000	25,920	55,920	255,000
10/15/91	6.30 - 6.375%	10/15/2011	33,800	7,542	41,342	101,400
9/15/92	5.25 - 5.70%	7/15/2010	29,000	3,905	32,905	54,000
4/15/00	5.125 - 5.50%	12/15/2016	16,875	3,407	20,282	48,125
5/15/2002	4.00 - 7.50%	5/15/2020	30,500	10,252	40,752	202,500
8/27/2002	2.50 - 4.00%	3/1/2012	8,665	1,230	9,895	24,725
1/15/2005	2.75 - 4.25%	1/15/2024	87,051	24,632	111,683	588,527
11/15/2005	4.00 - 4.375%	11/15/2020	96,500	46,069	142,569	1,073,000
2/15/2008	3.25 - 4.00%	2/15/2023	<u>102,000</u>	<u>52,656</u>	<u>154,656</u>	<u>1,375,000</u>
<b>TOTAL</b>			434,391	175,613	610,004	3,722,277

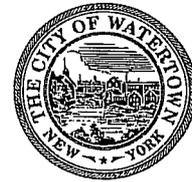
LOAN -HVAC			2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
6/1/2002	3.76%	6/1/2012	1,900	300	2,200	7,696

**BOND ANTICIPATION NOTES**

DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
2/25/2008	2.00%	2/25/2009	79,000	11,000	90,000	437,500

Library  
Fund  
Budget

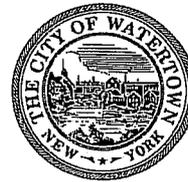
**Fiscal Year: 2007-08**  
**Department: Library Fund**  
**Account Code: Summary**  
**Function: Library Fund Summary**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
L2082 Library Fines	14,803	13,866	15,000	25,000
L2680 Insurance Recoveries	0	3,368	0	0
L2701 Refund of Prior Year Expense	0	0	0	0
L2760 Library Grant	26,203	52,406	48,364	49,950
L2770 Unclassified Revenues	970	630	500	500
L 3840 Library Grant	0	0	0	3,650
L5031 General Fund Transfer	804,036	921,894	931,747	924,380
L5031.1 Interfund Transfer	<u>4,122</u>	<u>6,262</u>	<u>0</u>	<u>0</u>
Sub-Total	850,134	998,426	995,611	1,003,480
Actual Fund Balance	<u>-4,652</u>	<u>12,098</u>		
Appropriated Fund Balance			<u>32,000</u>	<u>45,000</u>
<b>Total Revenues</b>	<b>\$845,482</b>	<b>\$1,010,524</b>	<b>\$1,027,611</b>	<b>\$1,048,480</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
Public Library	666,197	642,418	722,046	791,985
Contingent	0	0	6,000	15,814
Workers' Compensation	1,764	2,763	1,800	1,500
Unemployment Insurance	0	0	0	0
Health Insurance	123,287	136,968	148,500	142,803
Compensated Absences	-6,939	1,247	0	0
Transfer to Capital	0	23,786	47,000	0
Debt	<u>49,046</u>	<u>121,508</u>	<u>102,265</u>	<u>96,378</u>
<b>Total Expenditures</b>	<b>\$833,355</b>	<b>\$928,690</b>	<b>\$1,027,611</b>	<b>\$1,048,480</b>

**Fiscal Year: 2008-09**  
**Department: Library Fund**  
**Account Code: Revenues**  
**Function: Revenue Summary**



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
L2082 Library Fines	14,803	13,866	15,000	25,000
L2680 Insurance Recoveries	0	3,368	0	0
L2701 Refund Prior Year Exp.	0	0	0	0
L2760 Library Grant	26,203	52,406	48,364	49,950
L2770 Unclassified Revenues	970	630	500	500
L 3840 Library Grant	0	0	0	3,650
L5031 General Fund Transfer	804,036	921,894	931,747	924,380
L5031.1 Interfund Transfer	<u>4,122</u>	<u>6,262</u>	<u>0</u>	<u>0</u>
Sub-Total	850,134	998,426	995,611	1,003,480
Actual Fund Balance	<u>-4,652</u>	<u>12,098</u>		
Appropriated Fund Balance			<u>32,000</u>	<u>45,000</u>
<b>Total Revenues</b>	<b>\$845,482</b>	<b>\$1,010,524</b>	<b>\$1,027,611</b>	<b>\$1,048,480</b>

L2082 - Library Fines - Fees charged for over-due and lost books.

L2680 - Insurance Recoveries - Damages to City property and vehicles is reimbursed by the insurance company of those at fault.

L2701 - Refund of Prior Years Expense - On occasion the City receive a refund for an expenditure that was paid for in a prior year.

L2760 - Library System Grant- Funds received from the North Country Library System.

L2770 - Other Unclassified Revenues - Recorded in this account are revenues from sources that a specific code has not been provided.

L5031 - Transfer from General Fund - The contribution from the General Fund that is needed to fund the expenditures of the library.

L5031.1 - Interfund Transfer- Debt Service/Capital Projects Fund contributions.

**Fiscal Year:** 2008-09  
**Department:** Library  
**Account Code:** L7410  
**Function:** Culture and Recreation



**Description:** The Roswell P. Flower Memorial is the chartered public library for the City of Watertown. As the Central Library for the North Country Library System, it receives a significant amount of NY State Aid, in return for which it must meet certain expanded minimum standards of services, and provide open access to the residents of the NCLS service area. The Library provides the community with a wide variety of services by building and maintaining a collection of carefully selected materials, print and otherwise, for the use of the general public. As a repository of culture and a locus for information, instruction and personal and public improvement efforts, the library is a dynamic force for members of this generation and future generations. It is committed to the expansion and improvement of its services and facility for the community of the future.

#### **2007-08 Accomplishments:**

- ✓ Oversaw completion of restoration of the historic portion of the library, concluded in December 2007.
- ✓ Currently in development of a walking tour brochure to be used by visitors to showcase the history of the library using twenty examples of architecture or artwork. Projected publication is late spring of 2008.
- ✓ Successfully planned and implemented twelve additional programs for school-aged children during the course of the year, thereby increasing children's programming attendance by 31%.
- ✓ Redesign of the look for the Library Web Page is finished. Implementation of the design is ongoing and should be completed by summer of 2008 and will result in a significantly more user-friendly website.
- ✓ A plan for directional signage has been completed. Decisions have been made regarding a uniform look for door signs and for shelving and directional signage. Approaches will be made to local business for quotes to create the finished product.

#### **2008-09 Goals and Objectives:**

- Explore marketing the Library as a venue for community events by researching potential usage, staff needs and policies necessary to manage such events.
- Investigate the feasibility of using photographs taken for the Library walking tour to develop gift items (i.e. note cards, matted pictures for framing, mousepads, etc.) for sale to visitors.
- Increase number of Genealogy Department volunteers by 2 individuals.
- Increase the number of young adult (ages 12 to 16) programs and attendance at these programs by 20% each.

Fiscal Year: 2008-09  
 Department: Library  
 Account Code: L7410  
 Function: Culture and Recreation



Budget Summary	2005-06 Actual	2006-07 Actual	2007-08 Budget	2008-09 Budget
<b>Personnel Services</b>				
110 Salaries	192,252	148,287	194,027	201,761
120 Clerical	162,150	169,172	178,423	181,665
130 Wages	37,322	42,214	45,284	46,402
140 Temporary	3,913	3,293	5,000	14,875
150 Overtime	1,420	1,509	2,000	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	397,057	364,475	424,734	446,703
<b>Equipment</b>				
210 Furniture and Furnishings	-	9,829	-	14,000
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	29,300
Total Equipment	-	9,829	-	43,300
<b>Operating Expenses</b>				
410 Utilities	74,289	75,231	76,290	78,420
420 Insurance	10,405	9,691	11,478	12,500
430 Contracted Services	9,748	10,960	7,640	13,340
440 Fees Non Employees	350	350	350	2,500
450 Miscellaneous	8,834	10,969	9,200	8,800
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	14,393	17,521	12,500	12,500
465 Equipment < \$5,000	30,445	32,622	33,040	31,500
Total Operating Expenses	148,464	157,344	150,498	159,560
<b>Fringe Benefits</b>				
810 New York State Retirement	46,016	43,326	41,522	37,957
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	30,234	27,706	32,492	34,128
840 Workers' Compensation	729	-	-	-
850 Health Insurance	43,697	39,738	72,800	70,337
Total Fringe Benefits	120,676	110,770	146,814	142,422
<b>Department Total</b>	666,197	642,418	722,046	791,985

# Library

## City of Watertown

**L7410**

**2008-09**

**Budget**

### Personnel Services

110	Salaries		
	Library Director	70,573	
	Librarian III	50,470	
	Librarian II	43,302	
	Librarian I	37,416	\$201,761
120	Clerical		
	Secretary	33,252	
	Senior Library Clerk	31,507	
	Library Clerk (4)	116,906	\$181,665
130	Wages		
	Custodial and Maintenance Supervisor	20,315	
	Laborer (2) (1/2)	26,087	\$46,402
140	Temporary		\$14,875
150	Overtime		<u>\$2,000</u>
	Total Personnel Services		\$446,703

### Equipment

210	Furniture and Furnishings		
	Community Room Furnishings		\$14,000
250	Other Equipment > \$5,000		
	Security System Phase II	22,000	
	Side Entrance Door Rehabilitation	7,300	<u>\$29,300</u>
	Total Equipment		\$43,300

### Operating Expenses

410	Utilities		
	Water and Sewer	1,780	
	Electric	65,000	
	Telephone	1,640	
	Gas	10,000	\$78,420
420	Insurance		\$12,500
430	Contracted Services		
	Telephone/elevator/fire alarm system	1,300	
	Monthly mop rental	400	
	Postage meter lease	1,100	
	Computer Reservation System Maint	4,340	
	Heat Pump and Other Maintenance	6,200	\$13,340
440	Fees Non-Employees		\$2,500

450	Miscellaneous		
	Postage	4,300	
	Membership Dues	200	
	Programming/Promotional	1,000	
	Travel & Training	1,500	
	Miscellaneous Expenses	1,800	\$8,800
460	Materials and Supplies		
	Library supplies	4,000	
	Office supplies	3,500	
	Maintenance supplies	5,000	\$12,500
465	Equipment < \$5,000		
	Books	25,000	
	Elevator Upgrade	4,500	
	Blinds for Second Floor Windows	2,000	<u>\$31,500</u>
	Total Operating Expenses		\$159,560

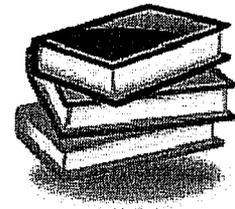
**Fringe Benefits**

810	New York State Retirement		\$37,957
830	Social Security Expense		\$34,128
850	Health Insurance		<u>\$70,337</u>
	Total Fringe Benefits		\$142,422

**TOTAL BUDGET** **\$791,985**

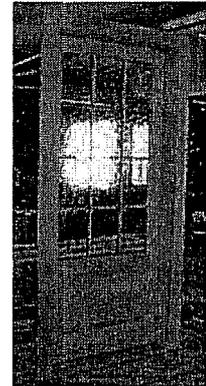
L7410 - Library

Fiscal Year 2008-09  
Equipment Requests



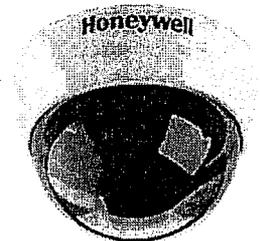
Community Room Furniture and Furnishings: \$14,000

Community and civic groups make heavy use of the Library's Meeting Room. Since the Meeting Room was not part of the restoration project, the carpeting needs to be replaced and a new door will need to be hung as the original door is no longer usable and a new door with a glass window will allow monitoring but add privacy for meetings. The 1970's style of lighting will be changed to reflect a style more concurrent with the building style.



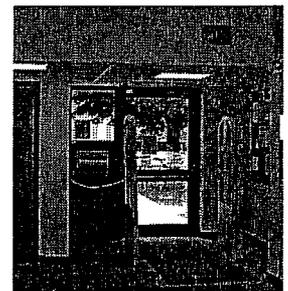
Security System—Phase II: \$22,000

Purchasing a security system for the library was a capital expenditure item planned for 2007-2008. Additional funding is being requested to extend the original request to supply additional cameras to survey the parking lot and outside side entrance. It was also determined that a computer-based monitoring system is needed which will enable staff to pull up camera views on any computer in the library allowing us to more efficiently observe potential problem behavior than a system that shows the camera views on a single monitor located in one area.



Side Door Entrance Rehabilitation - \$7,300

The Library has applied for a Library Service Construction Act (LSCA) Grant that will enable renovation to the Library's side entrance for the purpose of making it handicapped accessible. We have a number of patrons that use wheelchairs and over the past several years, the Library has received numerous complaints about the existing door being difficult to use for wheelchair access. The grant, which requires a 50% local matching fund requirement, includes the addition of another door inside the entrance which will prevent cold air from flooding the building while the outside door stays open long enough to allow patron access to the inside of the building. Both doors will be activated by wall mounted push button switches.



Fiscal Year: 2008-09  
 Department: Library Fund General Accounts  
 Account Code: Library Fund  
 Function: General Government Support and Debt Service



	2005-06	2006-07	2007-08	2008-09
	ACTUAL	ACTUAL	BUDGET	BUDGET
L1990 Contingent	\$0	\$0	\$6,000	\$15,814
L9040 Workers' Compensation	1,764	2,763	1,800	1,500
L9050 Unemployment Insurance	0	0	0	0
L9060 Health Insurance	123,287	136,968	148,500	142,803
L9070 Compensated Absences	-6,939	1,247	0	0
L9950 Transfer to Capital	0	23,786	47,000	0
<b>General Expenses Total</b>	<b>118,112</b>	<b>164,764</b>	<b>203,300</b>	<b>160,117</b>
	2005-06	2006-07	2007-08	2008-09
	ACTUAL	ACTUAL	BUDGET	BUDGET
<b>Debt Expenses</b>				
L9710.6 Serial Bond Principal	\$24,583	\$62,584	\$57,584	\$ 53,584
L9710.7 Serial Bond Interest	5,757	39,672	25,181	22,794
L9730.6 BAN Principal	0	0	0	0
L9730.7 BAN Interest	0	0	0	0
L9780.6 Loan Principal	16,429	16,258	16,500	17,500
L9780.7 Loan Interest	2,277	2,994	3,000	2,500
<b>Debt Expenses Total</b>	<b>49,046</b>	<b>121,508</b>	<b>102,265</b>	<b>96,378</b>

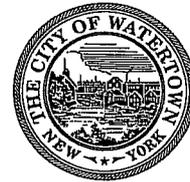
**Fiscal Year:** 2008-09  
**Department:** Debt Service  
**Account Code:** Library Fund  
**Function:** Debt Service Detail



DATE OF ISSUE	RATE	DATE OF MATURITY	2008-09 PRINCIPAL	2008-09 INTEREST	2008-09 TOTAL	OUTSTANDING BALANCE
4/15/2000	5.125 - 5.20%	12/15/2012	\$ 13,084	\$ 2,702	\$ 15,786	\$ 39,252
1/15/2005	2.75 - 4.25%	1/15/2009	2,500	76	2,576	-
11/15/2005	4.00 - 4.375%	11/15/2020	<u>38,000</u>	<u>20,016</u>	<u>58,016</u>	<u>468,000</u>
		<b>TOTAL</b>	\$ 53,584	\$ 22,794	\$ 76,378	\$ 507,252
<b>LOAN -HVAC</b>			<b>2008-09 PRINCIPAL</b>	<b>2008-09 INTEREST</b>	<b>2008-09 TOTAL</b>	<b>OUTSTANDING BALANCE</b>
6/1/2002	3.76%	6/1/2012	\$ 17,500	\$ 2,500	\$ 20,000	\$ 54,104

Tourism  
Fund  
Budget

**Fiscal Year:** 2008-09  
**Department:** Tourism Fund  
**Account Code:** CT  
**Function:** Economic Development



**Description:** In 1988, the County implemented legislation enacting a 3% Bed Tax. Based on revenue generated from hotel rooms in the City, the County receives 2% for administration and the City and County each receive 50% of the remaining balance. Funds must be used to promote and develop tourism in the City of Watertown.

#### **2007-08 Accomplishments:**

- ✓ Development of streaming video of Watertown attractions for City's website.
- ✓ Continued to work with the Thousand Islands International Tourism Council to update and enhance destination marketing materials for the City of Watertown.
- ✓ Worked with contractor and IT Department on development of the city's new website with links to local attractions and downtown.

#### **2008-09 Goals and Objectives:**

- Installation of wayfinding signage in and around the City with a focus on downtown area and local tourist attractions like, the Zoo at Thompson Park, the Jefferson County Historical Society, the Flower Memorial Library and the Sci-Tech Center.
- Implement Black River Marketing Plan funded through Environmental Facilities Fund, with match from Tourism Fund.
- Continue to work with Flower Memorial Library to develop walking tour materials and signage.
- Work with the Thousand Island International Tourism Council to obtain professional photographs of significant tourist related activities, facilities and events for use in marketing materials and on website.

Fiscal Year: 2008-09  
 Department: Tourism  
 Account Code: CT  
 Function: Economic Development



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
CT 1113 Occupancy Tax	\$96,783	\$121,492	\$120,000	\$150,000
CT2401 Interest and Earnings	208	4,564	2,500	1,000
CT3989 State Aid	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	106,991	126,056	122,500	151,000
Actual Fund Balance	<u>57,275</u>	<u>80,416</u>		
Appropriated Fund Balance			<u>0</u>	<u>0</u>
<b>Total Revenues</b>	<b>\$164,266</b>	<b>\$206,472</b>	<b>\$122,500</b>	<b>\$151,000</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
CT6410 Publicity	48,850	43,730	52,500	52,500
CT9510 Transfer to General Fund	<u>35,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<b>Total Expenditures</b>	<b>\$83,850</b>	<b>\$113,730</b>	<b>\$122,500</b>	<b>\$122,500</b>

Reserve  
Funds  
Budget

**Fiscal Year:** 2008-09  
**Department:** Mandatory Reserve Fund  
**Account Code:** CM  
**Function:** Debt Service Reserve Fund



**Description:** This fund was established in 1991 when the City sold its electrical distribution system to Niagara Mohawk. Debt related to the electrical distribution system will be retired in FY 06/07. General Municipal Law allows the City to invest the monies in this fund and to expend the interest earned for any lawful purpose.

On March 1, 2006, the City transferred ownership of the Watertown International Airport to Jefferson County. At the time of transfer, the City had various serial bonds outstanding related to past airport capital projects. The total principal and interest outstanding was \$414,136. The principal and interest outstanding at the end of the fiscal year ending June 30, 2009 will be \$200,817. An amount equal to the present value of the principal and interest was paid by the County to the City. The City then purchased State and Local Government Series securities to provide for the future debt service payments. Debt related to the airport will be retired in the fiscal year ending June 30, 2020.

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
CM2300 Transportation, Other Govts.	\$354,047	\$0	\$0	\$0
CM2401 Interest and Earning	<u>\$3,292</u>	<u>\$14,571</u>	<u>\$1,000</u>	<u>\$9,526</u>
Sub-Total	357,339	14,571	1,000	9,526
Actual Fund Balance	<u>146,916</u>	<u>337,343</u>		
Appropriated Fund Balance			<u>52,655</u>	<u>42,942</u>
<b>Total Revenues</b>	<b>\$504,255</b>	<b>\$351,914</b>	<b>\$53,655</b>	<b>\$52,468</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
CM9510 Transfer to General Fund	3,676	642	0	0
CM9710.6 Serial Bond Principal	146,403	75,588	41,725	42,424
CM9710.7 Serial Bond Interest	<u>16,833</u>	<u>15,513</u>	<u>11,930</u>	<u>10,044</u>
<b>Total Expenditures</b>	<b>\$166,912</b>	<b>\$91,743</b>	<b>\$53,655</b>	<b>\$52,468</b>

**Fiscal Year:** 2008-09  
**Department:** Compensation Reserve Fund  
**Account Code:** CR  
**Function:** Reserve Fund

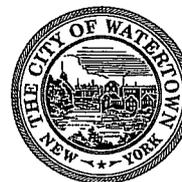


**Description:** In accordance with New York State guidelines, the City has established this reserve fund for payment of large Workers' Compensation settlement claims. Due to the diligent work of the City Attorney, Department Heads and our contracted TPA we have been successful at returning employees to work and reducing the number of long term injury claims. As of June 30, 2007 the balance in the fund was \$296,544.

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
CR2401 Interest and Earnings	\$10,023	\$10,023	\$14,500	\$6,000
CR5031 Interfund Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	10,023	10,023	14,500	6,000
Actual Fund Balance	<u>271,993</u>	<u>282,016</u>		
Appropriated Fund Balance			<u>0</u>	<u>0</u>
<b>Total Revenues</b>	<b>\$282,016</b>	<b>\$292,039</b>	<b>\$14,500</b>	<b>\$6,000</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
CR 1930 Compensation Settlement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

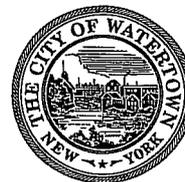
Fiscal Year: 2008-09  
 Department: Risk Retention Fund  
 Account Code: CS  
 Function: Reserve Fund



**Description:** The City is self insured for general liability claims and in accordance with New York State guidelines, the City has established this reserve fund to pay claims and judgments for the City's general liability. At June 30, 2007 the balance in the reserve fund was \$647,256.

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
CS2401 Interest and Earnings	17,211	17,211	25,000	12,500
CS2770 Unclassified Earnings	821	821	0	0
CS5031 Interfund Transfers	<u>57,500</u>	<u>57,500</u>	<u>32,500</u>	<u>32,500</u>
Sub-Total	75,532	75,532	57,500	45,000
Actual Fund Balance	<u>566,024</u>	<u>615,162</u>		
Appropriated Fund Balance			<u>0</u>	<u>0</u>
<b>Total Revenues</b>	<b>\$641,556</b>	<b>\$690,694</b>	<b>\$57,500</b>	<b>\$45,000</b>
<hr/>				
	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
CS1740 Administration	23,412	24,572	35,000	35,000
CS 1930 Judgments & Claims	<u>2,982</u>	<u>8,586</u>	<u>5,000</u>	<u>5,000</u>
<b>Total Expenditures</b>	<b>\$26,394</b>	<b>\$33,158</b>	<b>\$40,000</b>	<b>\$40,000</b>

Fiscal Year: 2008-09  
 Department: Debt Service Fund  
 Account Code: V  
 Function: Debt Service



**Description:** The Debt Service Fund is used to record premiums received from the issuance of bond anticipation notes and serial bonds for capital projects. The revenue credited to this fund is then transferred to the fund ultimately responsible for paying the debt borrowed to finance the capital project.

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
V2401 Interest and Earning	\$686	\$621	\$800	\$500
V2701 Premium and Accrued Interest on Obligations	<u>325</u>	<u>35,210</u>	<u>0</u>	<u>0</u>
Sub-Total	1,011	35,831	800	500
Appropriated Fund Balance	<u>0</u>	<u>0</u>	<u>21,800</u>	<u>23,500</u>
<b>Total Revenues</b>	<b>\$1,011</b>	<b>\$35,831</b>	<b>\$22,600</b>	<b>\$24,000</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
V9510 Transfer to General Fund	35,659	13,150	15,100	24,000
V9920 Transfer to Water Fund	2,535	1,425	3,700	0
V9925 Transfer to Sewer Fund	5,033	52	3,800	0
V9930 Transfer to Library Fund	<u>117</u>	<u>22</u>	<u>0</u>	<u>0</u>
<b>Total Expenditures</b>	<b>\$43,344</b>	<b>\$14,649</b>	<b>\$22,600</b>	<b>\$24,000</b>

Self-Funded  
Health  
Insurance  
Budget

**Fiscal Year:** 2008-09  
**Department:** Self Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits



**Description:** The City self insures its Health Insurance benefits for its eligible active and retired employees. A third party administrator, POMCO, administers the program for a fee. To insure against catastrophic losses, the City purchases "stop-loss" insurance for losses exceeding \$100,000. At June 30, 2007 the fund balance was (\$177,765).

**2007-08 Accomplishments:**

- ✓ In coordination with the Health Insurance Committee, finalized the City's new health insurance booklet, in anticipation of TPA RFP process.
- ✓ Successfully obtained Medicare Part D reimbursements for active and retired employees who use the City's prescription plan.
- ✓ Health Insurance Committee has begun the RFP process for Third Party Administrator for Health and Prescriptions.

**2008-09 Goals and Objectives:**

- Complete the RFP process and make recommendation to City Council for Third Party Administrators for City's health insurance and prescription drug plans. If new TPA is selected, assist TPA, employees and retirees with orderly transition.
- Work with Prescription TPA to provide informational materials to active and retired employees, both through the mail and on the City's new website.

**Fiscal Year:** 2008-09  
**Department:** Self Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits



	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Revenues</b>				
MS1270 Shared Service Charges	\$4,814,521	\$5,237,201	\$6,116,540	\$6,567,750
MS2709 Employee Contributions	404,678	433,384	525,660	537,470
MS 2700 Medicare Part D Reimb.	0	233,691	145,000	160,000
MS 2770 Stop Loss Reimbursement	221,686	96,820	50,000	0
MS2771 Prescription Reimbursement	<u>28,398</u>	<u>32,798</u>	<u>35,000</u>	<u>25,000</u>
Sub-Total	5,469,283	6,033,894	6,872,200	7,290,220
Beginning Fund Balance	<u>623,078</u>	<u>60,922</u>		
Appropriated Fund Balance			<u>0</u>	<u>0</u>
<b>Total Revenues</b>	<b>\$6,092,361</b>	<b>\$6,094,816</b>	<b>\$6,872,200</b>	<b>\$7,290,220</b>

	2005-06 ACTUAL	2006-07 ACTUAL	2007-08 BUDGET	2008-09 BUDGET
<b>Expenditures</b>				
MS1710 Administration	155,450	153,563	159,200	175,220
MS 1711 City Administration	19,970	23,505	27,000	30,000
MS 1722 Stop Loss Insurance	240,355	261,431	274,000	355,000
MS 9060 Medical Claims	3,777,040	3,927,581	4,403,200	4,378,000
MS 9060 Prescription	<u>1,838,624</u>	<u>1,906,500</u>	<u>2,008,800</u>	<u>2,352,000</u>
<b>Total Expenditures</b>	<b>\$6,031,439</b>	<b>\$6,272,580</b>	<b>\$6,872,200</b>	<b>\$7,290,220</b>

Capital  
Projects  
Budget

# COMPUTATION OF DEBT LIMIT

## As of March 31, 2008



Five Year Average full Valuation of Taxable Real Property	\$	734,898,201
Debt Limit - 7% thereof	\$	51,442,874

**Inclusions:**

Outstanding Bonds		\$ 39,410,000
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**Exclusions:**

Self-liquidating Debt	\$ 8,243,535	
Water Debt	\$ 6,269,701	
Sewer Debt	\$ 2,360,965	
Cash on Hand in Man. Res.	\$ 256,678	
Refunded Bonds	\$ 446,400	
Appropriations	<u>\$ 288,401</u>	
		\$ 17,865,680

Total Net Indebtedness	\$	21,544,320
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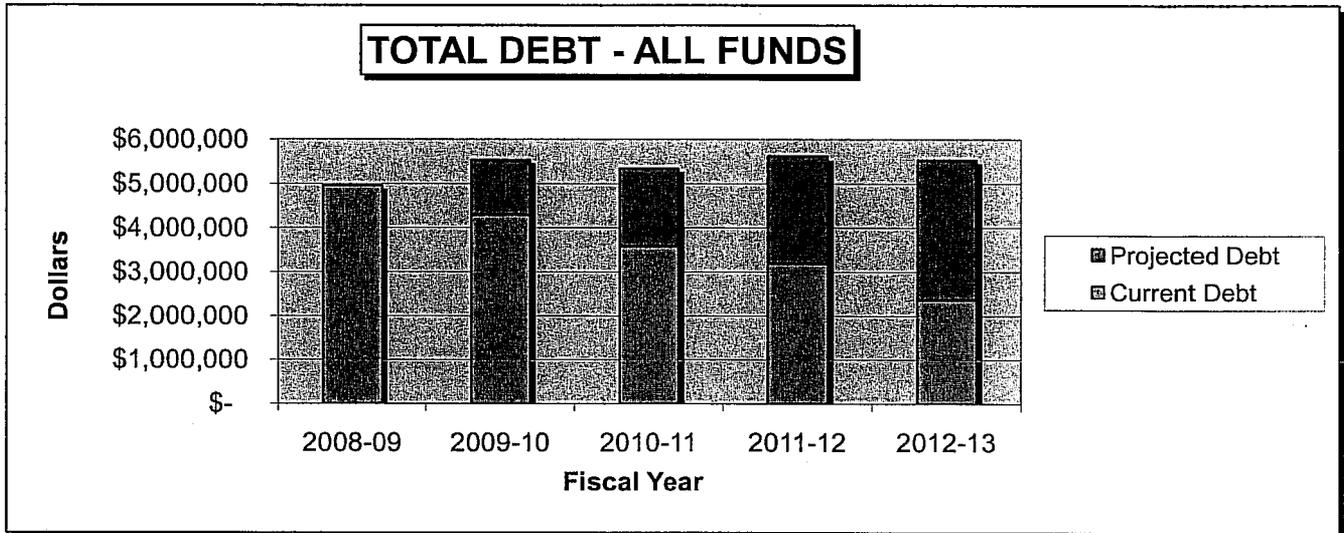
Net Debt Contracting Margin	\$	29,898,554
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The percent of debt contracting power exhausted is	41.88%
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**DEBT**

**ALL FUNDS**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Current Debt **	\$ 4,957,765	\$ 4,296,801	\$ 3,579,681	\$ 3,194,174	\$ 2,366,819
Projected New Debt	0	1,243,910	1,773,047	2,436,443	3,177,526
<b>TOTAL</b>	<b>\$ 4,957,765</b>	<b>\$ 5,540,711</b>	<b>\$ 5,352,728</b>	<b>\$ 5,630,617</b>	<b>\$ 5,544,345</b>



\*\*Current debt is net of Hydro & DANC debt & EFC bond interest expense, which will be offset by a like amount of revenue.

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
of Hydro & DANC debt	\$ (1,085,748)	\$ (1,026,753)	\$ (982,538)	\$ (965,403)	\$ (888,780)

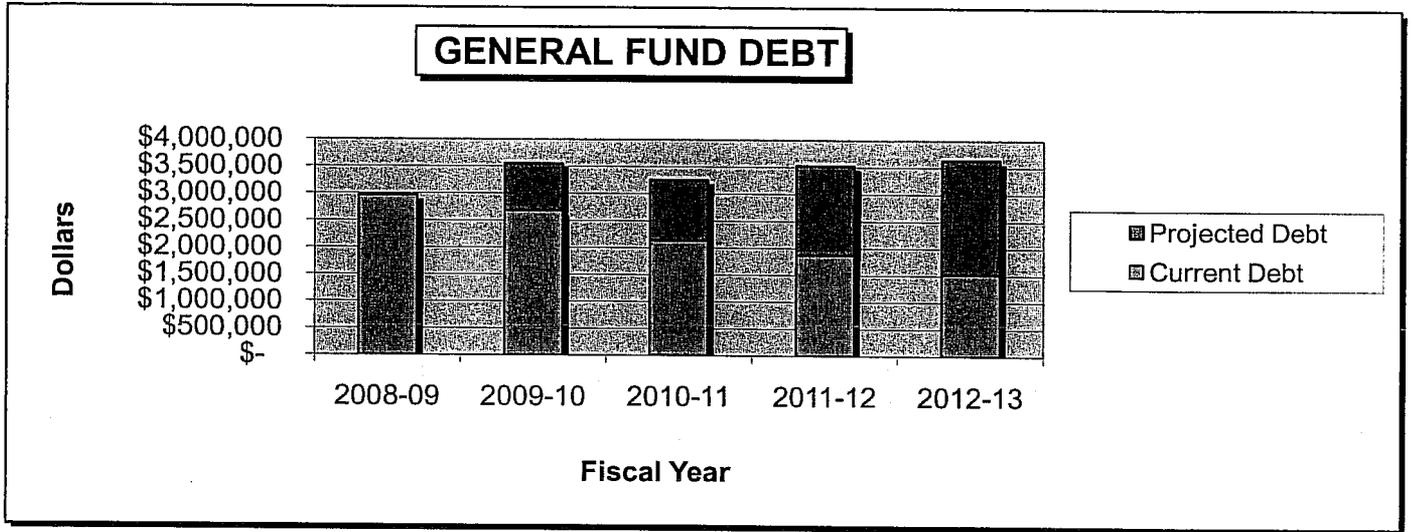
**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>GENERAL FUND</b>					
FACILITY IMPROVEMENTS	\$.....2,050,000	\$.....1,625,000	\$..1,455,000	\$.....1,405,000	\$.....2,340,000
VEHICLES AND EQUIPMENT	.....997,500	.....1,572,000	.....946,000	.....1,365,000	.....1,686,000
BRIDGE CONSTRUCTION	.....-	.....-	.....300,000	.....-	.....-
SIDEWALK CONSTRUCTION	.....348,000	.....412,000	.....340,000	.....380,000	.....1,296,081
STORM SEWER/DRAINAGE	.....229,000	.....373,000	..2,390,000	.....1,211,000	.....3,304,056
STREET CONSTRUCTION	<u>.....1,811,000</u>	<u>.....1,140,000</u>	<u>..2,276,000</u>	<u>.....5,029,500</u>	<u>.....8,852,398</u>
<b>TOTAL GENERAL FUND</b>	\$.....5,435,500	\$.....5,122,000	\$..7,707,000	\$.....9,390,500	\$.....17,478,535
<b>WATER FUND</b>					
FACILITY IMPROVEMENTS	\$.....-	\$.....-	\$....400,000	\$.....600,000	\$.....-
WATER MAIN REPLACEMENT	.....481,000	.....1,152,000	.....320,000	.....1,818,000	.....2,128,163
VEHICLES AND EQUIPMENT	<u>.....100,000</u>	<u>.....154,000</u>	<u>.....112,000</u>	<u>.....75,000</u>	<u>.....57,000</u>
<b>TOTAL WATER FUND</b>	\$.....581,000	\$....1,306,000	\$....832,000	\$.....2,493,000	\$.....2,185,163
<b>SEWER FUND</b>					
SANITARY SEWER	\$.....880,000	\$....1,019,500	\$....590,000	\$.....1,753,000	\$.....1,862,800
VEHICLES AND EQUIPMENT	.....165,000	.....120,000	.....35,000	.....20,000	.....132,000
WASTEWATER PLANT	<u>.....193,000</u>	<u>.....100,000</u>	<u>.....25,000</u>	<u>.....25,000</u>	.....-
<b>TOTAL SEWER FUND</b>	\$....1,238,000	\$....1,239,500	\$....650,000	\$.....1,798,000	\$.....1,994,800
<b>LIBRARY FUND</b>					
FACILITY IMPROVEMENTS	\$.....-	\$.....69,700	\$.....28,375	\$.....16,450	\$.....-
VEHICLES AND EQUIPMENT	.....-	.....-	.....-	.....10,000	.....14,800
<b>TOTAL LIBRARY FUND</b>	\$.....-	\$.....69,700	\$.....28,375	\$.....26,450	\$.....14,800
<b>TOTAL CAPITAL FUND</b>	<u>\$.....7,254,500</u>	<u>\$.....7,737,200</u>	<u>\$..9,217,375</u>	<u>\$.....13,707,950</u>	<u>\$.....21,673,298</u>

**DEBT**

**GENERAL FUND**

	<u>2008-09</u>		<u>2009-10</u>		<u>2010-11</u>		<u>2011-12</u>		<u>2012-13</u>
<b>Current Debt **</b>	\$ 2,967,198	\$	2,684,571	\$	2,135,459	\$	1,877,603	\$	1,526,271
<b>Projected New Debt</b>	0		<u>874,517</u>		<u>1,126,901</u>		<u>1,653,625</u>		<u>2,119,768</u>
<b>TOTAL</b>	\$ 2,967,198	\$	3,559,088	\$	3,262,360	\$	3,531,228	\$	3,646,039

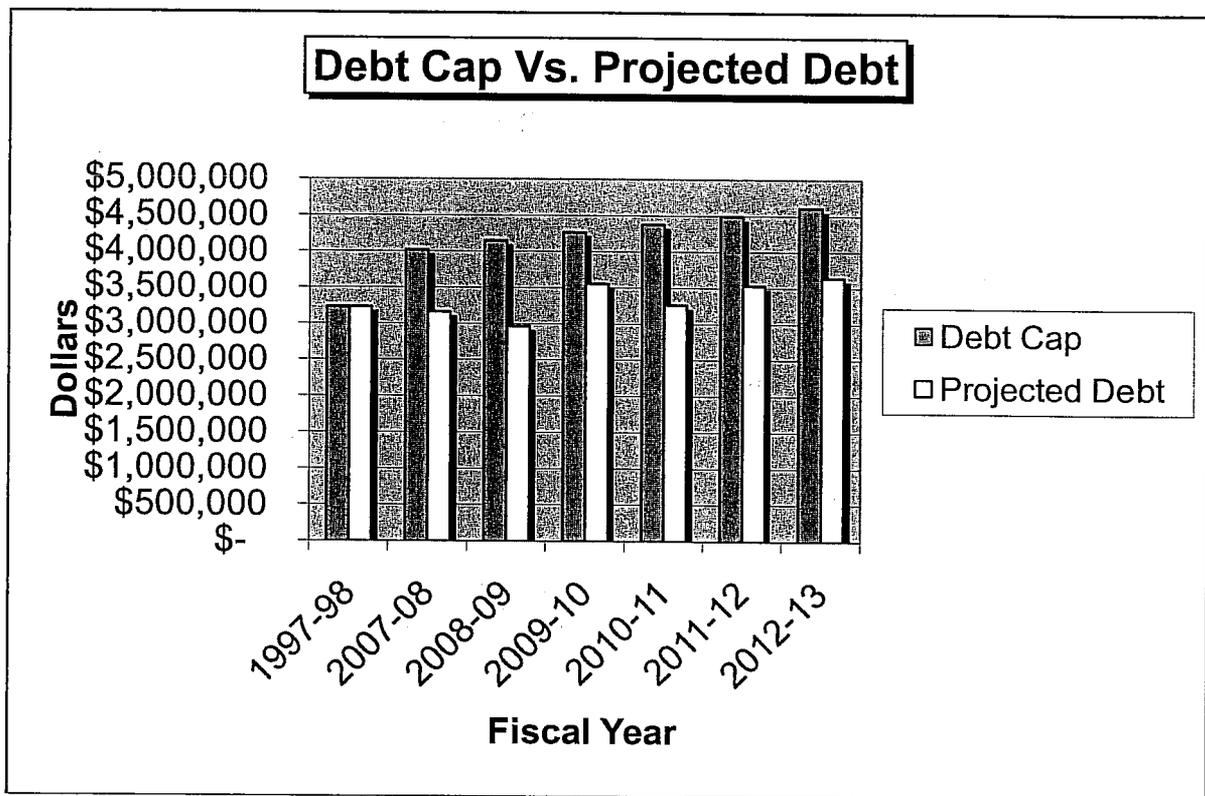


\*\*Current debt is net of Hydro debt & EFC bond interest expense, which will be offset by a like amount of revenue

	<u>2008-09</u>		<u>2009-10</u>		<u>2010-11</u>		<u>2011-12</u>		<u>2012-13</u>
	\$ (911,576)	\$	(894,075)	\$	(880,716)	\$	(871,573)	\$	(732,490)

**GENERAL FUND DEBT CAP**

Fiscal Year		Estimated Debt Cap	Projected Debt
1997-98	base year	\$ 3,231,475	\$ 3,231,475
2007-08	actual	\$ 4,022,352	\$ 3,165,195
2008-09		\$ 4,152,106	\$ 2,967,198
2009-10		\$ 4,270,366	\$ 3,559,088
2010-11		\$ 4,381,396	\$ 3,262,360
2011-12		\$ 4,495,312	\$ 3,531,228
2012-13		\$ 4,612,190	\$ 3,646,039



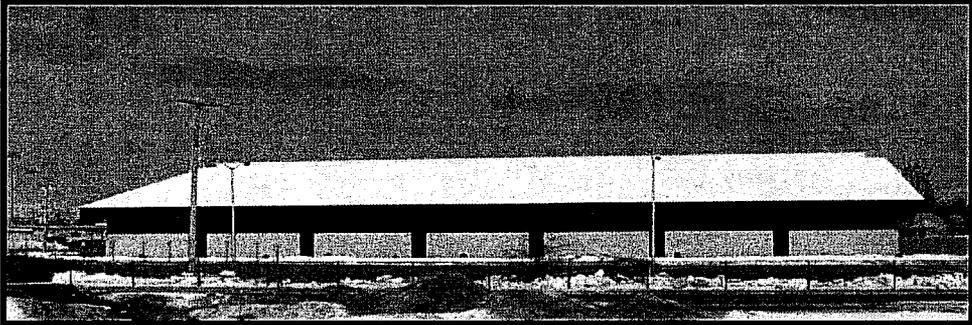
**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>GENERAL FUND:</b>					
<b>FACILITY IMPROVEMENTS:</b>					
Arena	\$ 700,000	\$ 75,000	\$ 300,000	\$ 375,000	\$ 350,000
Property Remediations	-	1,000,000	-	-	-
DPW Facilities	250,000	-	125,000	500,000	250,000
Fairgrounds	50,000	25,000	100,000	-	250,000
Fire Department	-	-	-	-	750,000
Municipal Buildings	-	150,000	315,000	-	-
Municipal Maintenance	-	-	-	-	-
Outdoor Pools	50,000	100,000	130,000	-	375,000
Parking Lots	1,000,000	65,000	75,000	65,000	-
Police Department	-	-	-	75,000	-
Recreation	-	75,000	75,000	75,000	75,000
River Parks Development	-	-	-	-	-
Thompson Park	-	75,000	275,000	250,000	225,000
Traffic Control & Lighting	-	60,000	60,000	65,000	65,000
<b>TOTAL FACILITY IMPROVEMENTS</b>	<b>\$ 2,050,000</b>	<b>\$ 1,625,000</b>	<b>\$ 1,455,000</b>	<b>\$ 1,405,000</b>	<b>\$ 2,340,000</b>
<b>VEHICLES AND EQUIPMENT:</b>					
Information Technology	\$ -	\$ 60,000	\$ 40,000	\$ 100,000	\$ 350,000
Arena	-	-	-	30,000	-
Bus	-	-	-	150,000	-
DPW Administration	-	-	-	50,000	-
DPW Municipal Maintenance	-	32,000	-	-	130,000
DPW Maintenance of Roads	32,500	408,000	128,000	168,000	130,000
DPW Snow Removal	210,000	133,000	305,000	110,000	265,000
Central Garage	-	-	25,000	-	85,000
Police	250,000	110,000	160,500	112,000	213,000
Electric	-	-	-	30,000	-
Refuse & Recycle	-	140,000	150,000	295,000	-
Recreation	-	-	60,000	100,000	60,000
Thompson Park	-	32,000	65,000	30,000	143,000
Engineering	-	-	-	-	-
Storm Sewers	255,000	100,000	12,500	40,000	-
Fire	250,000	557,000	-	150,000	310,000
<b>TOTAL VEHICLES &amp; EQUIPMENT</b>	<b>\$ 997,500</b>	<b>\$ 1,572,000</b>	<b>\$ 946,000</b>	<b>\$ 1,365,000</b>	<b>\$ 1,686,000</b>
<b>BRIDGE CONSTRUCTION:</b>					
Cayuga Avenue	\$ -	\$ -	\$ 300,000	\$ -	\$ -
<b>TOTAL BRIDGE CONSTRUCTION</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>

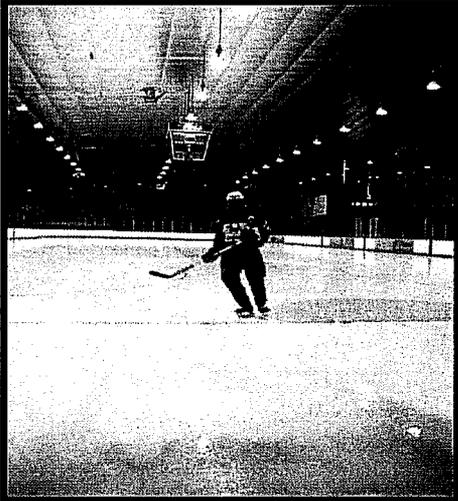
**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>SIDEWALK CONSTRUCTION:</b>					
Citywide Sidewalk Construction	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
Breen Avenue	168,000	-	-	-	-
N. Michigan / Bronson Streets	-	232,000	-	-	-
Central Street	-	-	160,000	-	-
Barben Ave	-	-	-	200,000	-
Phelps Street	-	-	-	-	75,000
Factory Street	-	-	-	-	468,000
Stone Street	-	-	-	-	36,000
Western Boulevard	-	-	-	-	537,081
<b>TOTAL SIDEWALK CONSTRUCTION</b>	<b>\$ 348,000</b>	<b>\$ 412,000</b>	<b>\$ 340,000</b>	<b>\$ 380,000</b>	<b>\$ 1,296,081</b>
<b>STORM SEWER/DRAINAGE:</b>					
CSO Project	\$ -	\$ -	\$ -	\$ -	\$ -
Breen Avenue	154,000	-	-	-	-
Emmett Street	75,000	-	-	-	-
N. Michigan / Bronson St	-	203,000	-	-	-
Flower Avenue	-	70,000	930,000	-	-
Barben Ave. - Washington Street	-	100,000	680,000	-	-
Cooper St outlet	-	-	225,000	-	-
Central Street	-	-	280,000	-	-
Haney Street	-	-	275,000	-	-
Barben Ave	-	-	-	350,000	-
Washington St	-	-	-	511,000	-
Morrison Ave (Burdick to Kelsey Creek)	-	-	-	350,000	-
Phelps Street	-	-	-	-	148,000
Factory Street	-	-	-	-	916,000
Clinton Street	-	-	-	-	350,000
Pratt Street	-	-	-	-	140,000
Harrison Street (Riggs Ave. Phase II)	-	-	-	-	236,000
Western Boulevard	-	-	-	-	1,514,056
<b>TOTAL STORM SEWER</b>	<b>\$ 229,000</b>	<b>\$ 373,000</b>	<b>\$ 2,390,000</b>	<b>\$ 1,211,000</b>	<b>\$ 3,304,056</b>
<b>STREET CONSTRUCTION:</b>					
CHIPS	\$ 500,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
Breen Avenue	1,191,000	-	-	-	-
N. Michigan / Bronson St	120,000	740,000	-	-	-
Central Street	-	-	1,076,000	-	-
Washington St	-	-	800,000	2,348,000	-
Barben Ave	-	-	-	1,581,500	-
Factory Street	-	-	-	700,000	1,221,000
Phelps Street	-	-	-	-	286,000
Clinton Street	-	-	-	-	1,193,000
Colorado Avenue	-	-	-	-	-
Western Boulevard	-	-	-	-	4,687,398
Harrison Street (Riggs Ave. Phase II)	-	-	-	-	765,000
Arsenal St. (100-200 block)	-	-	-	-	300,000
<b>TOTAL STREET CONSTRUCTION</b>	<b>\$ 1,811,000</b>	<b>\$ 1,140,000</b>	<b>\$ 2,276,000</b>	<b>\$ 5,029,500</b>	<b>\$ 8,852,398</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 5,435,500</b>	<b>\$ 5,122,000</b>	<b>\$ 7,707,000</b>	<b>\$ 9,390,500</b>	<b>\$ 17,478,535</b>

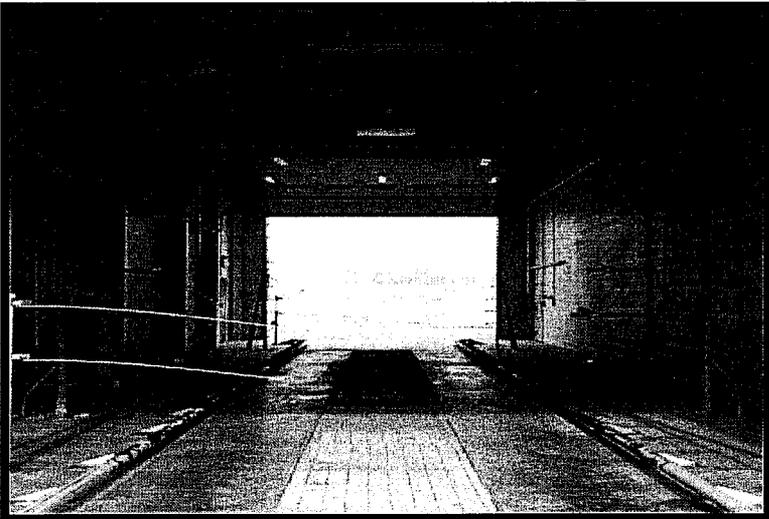
# FISCAL YEAR 2008-2009 CAPITAL BUDGET FACILITY IMPROVEMENTS ARENA

PROJECT DESCRIPTION	COST
<p>Watertown Municipal Arena Roof Replacement: Further delaminating of the protective multi-coat waterproofing system installed in 2000 has necessitated the City to direct our consulting engineers to proceed with a proposal and preliminary design for the installation of a new metal roofing system at the Watertown municipal/Ice Arena. This request, when combined with the 2007/2008 approved funding will include the rehabilitation and encapsulation of the steel support structure.</p> <div style="text-align: center; margin: 10px 0;">  </div> <div style="text-align: center; margin: 10px 0;">  </div> <div style="text-align: right; margin-top: 20px;"> <p>15 years - \$74,208</p> </div>	<p>\$650,000</p>
<p><b>TOTAL</b></p>	<p><b>\$650,000</b></p>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET REQUEST FACILITY IMPROVEMENTS ARENA

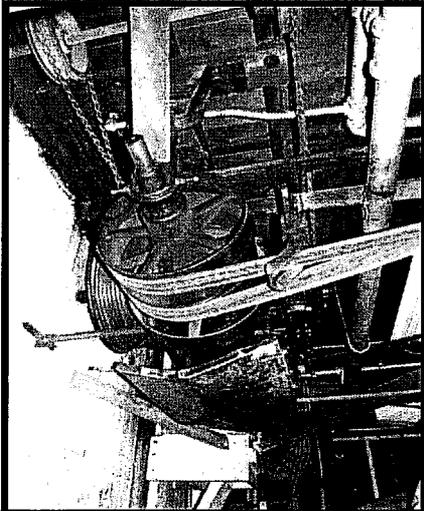
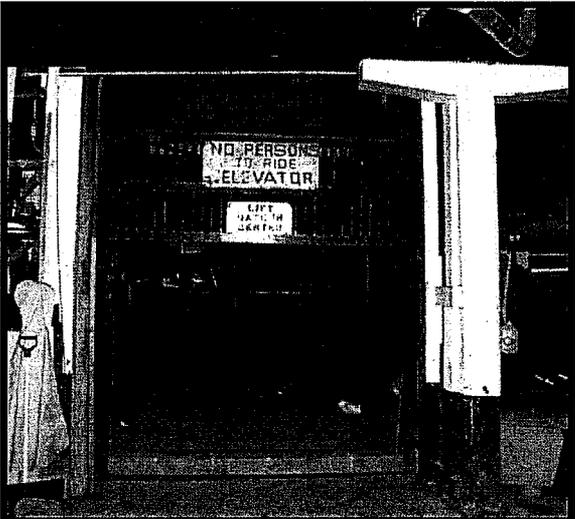
PROJECT DESCRIPTION	COST
<p>Watertown Municipal Arena, Second Sheet, Year Round Ice Facility:</p> <p>Engineering Feasibility and Scoping Study with Conceptual Design and Cost Estimate Summary. This project will be the first phase toward the construction of the City's year-round ice sheet. It will cover the cost for an architectural and engineering report detailing our needs, options, recommended location and basic design considerations for the new ice sheet. Phase 2 will be the actually design and Phase 3 will be the construction of the new facility. It is probable but not absolute that the A&amp;E firm selected for the Phase I study will carry the project through design, construction and construction management.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the General Fund.</p>	<p>\$50,000</p>
<b>TOTAL</b>	<b>\$50,000</b>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
FLEET MAINTENANCE FACILITY**

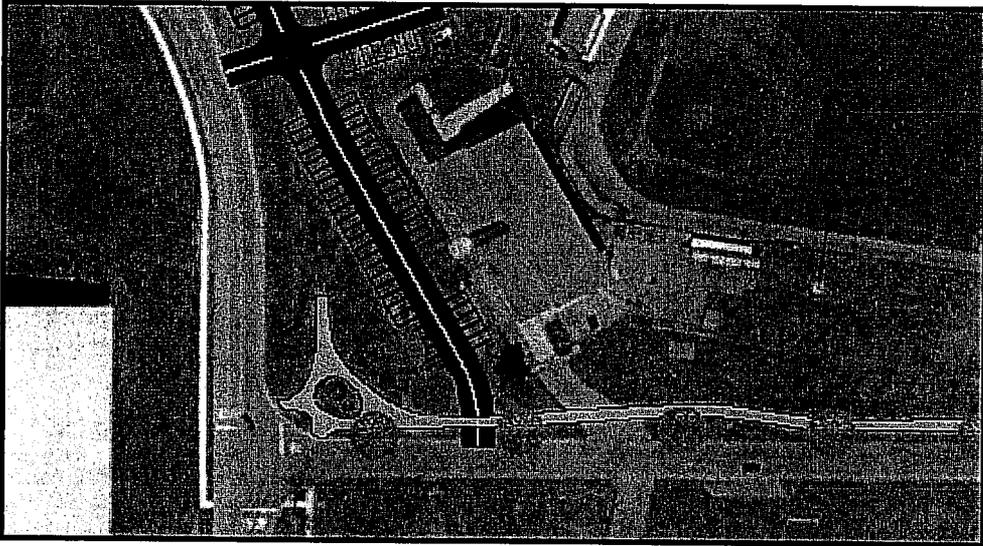
PROJECT DESCRIPTION	COST
<p><b>Vehicle Wash Facility Ventilation and Rail Extensions:</b></p> <p>The automated vehicle wash system is experiencing excess moisture and humidity conditions resulting in the premature oxidation of the steel components located in wash bay. This project will include the engineering evaluation, design and complete installation of a ventilation/de-humidification system for this facility. Also to be included in this project is the replacement/extension of the current rail assemblies in order to address the issue of our transit buses actually jumping the rail during the wash cycle. NYSDOT has indicated that their willingness to participate with a 50/50% cost share for these improvements.</p> 	<p><b>\$125,000</b></p>
<b>TOTAL</b>	<b>\$125,000</b>

Funding to support the City's share of this project will be through a transfer from the General Fund.

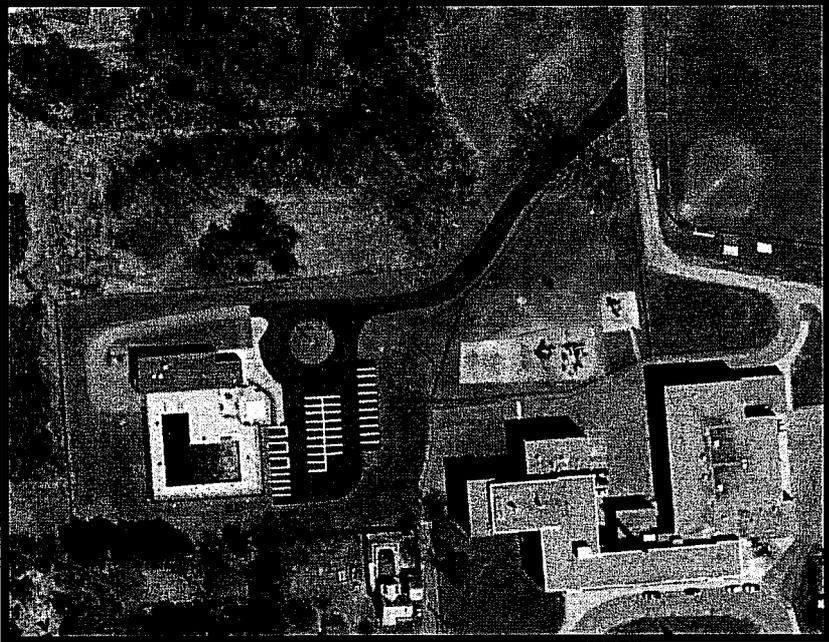
# FISCAL YEAR 2008-2009 CAPITAL BUDGET REQUEST FACILITY IMPROVEMENTS DPW NEWELL STREET FACILITIES

PROJECT DESCRIPTION	COST
<p>Administration Building Freight Elevator Replacement:</p> <p>The four story “freight elevator” serving the Public Works Administration Building located in the Newell Street Complex has been in continuous operation for more than 100 years. While many updates have been made over the years, it is now nearly impossible to find repair parts without having to have them custom built rendering the elevator out of service for extended periods of time. This project will replace existing “freight elevator” with a modern “material handler” that will meet all current codes and provide reliable service for many years to come. Many bulk seasonal items such as Christmas decorations, trash receptacles, sand barrels, and sign materials are stored on the upper floors of the Public Works building.</p> <div style="display: flex; justify-content: space-around;">   </div> <p style="text-align: right;">5 years - \$30,938</p>	\$125,000
<b>TOTAL</b>	<b>\$125,000</b>

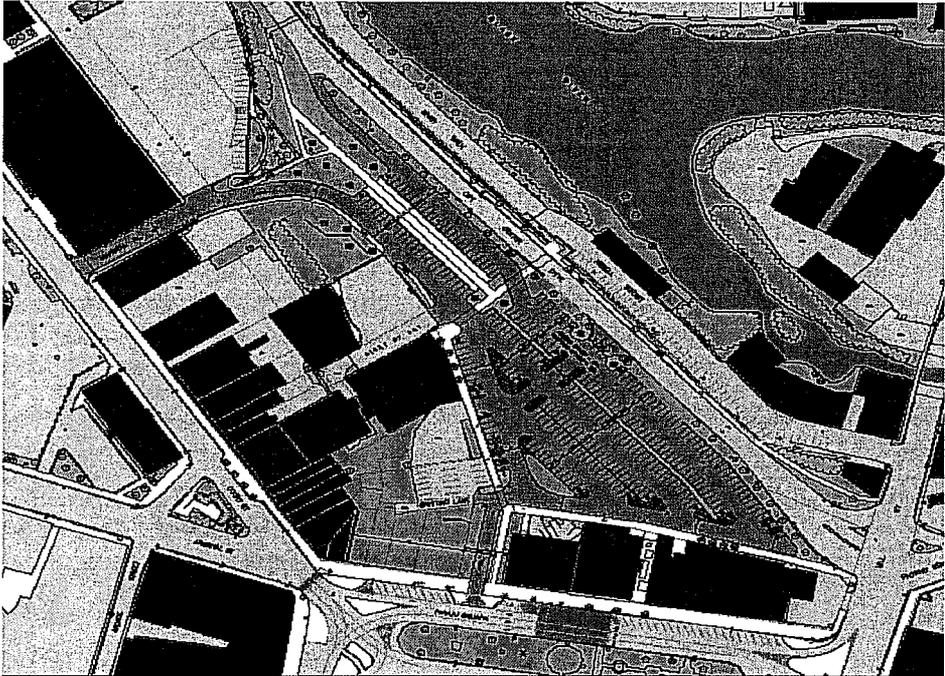
**FISCAL YEAR 2008-2009  
CAPITAL BUDGET REQUEST  
FACILITY IMPROVEMENTS  
FAIRGROUNDS**

PROJECT DESCRIPTION	COST
<p>Alex T. Duffy Parking Lot: This project will provide safer traffic flow and future parking for the playing fields located to the east of Rand Drive. Given the narrow confines of the existing field/road configuration, parking will be optimized through perpendicular spaces along the proposed internal road. This phase of the project will provide up to 60 new spaces and will service the Alex Duffy Ball Park and Multipurpose Field 1 as well as seasonal overflow parking for the various events held at the Fairgrounds Complex.</p>  <p>Funding to support his project will be through a transfer from the General Fund of \$28,000 plus residual Fairgrounds improvement borrowed funds of \$22,000.</p>	<p>\$50,000</p>
<b>TOTAL</b>	<b>\$50,000</b>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
PARKING FACILITIES**

PROJECT DESCRIPTION	COST
<p data-bbox="127 547 911 584">Flynn Pool Entrance Road and Parking Lot Overlay:</p> <p data-bbox="127 635 1237 895">The Flynn Pool was constructed in 1978. Since that time there has been no maintenance performed on the entrance drive or parking lot. This project will allow us to prep and overlay the existing asphalt and repaint the parking lot. With the housing expansion presently being experienced in the City's northeast quadrant we anticipate that this recreational facility will once again become a popular destination for many of our residents.</p>  <p data-bbox="106 1590 1216 1667">Funding to support this project will be through a transfer from the General Fund.</p>	<p data-bbox="1282 547 1428 584">\$50,000</p>
<b>TOTAL</b>	<b>\$50,000</b>

**FISCAL YEAR 2007-2008  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
J. B. WISE PARKING LOT IMPROVEMENTS**

PROJECT DESCRIPTION	COST						
<p><b>J. B. Wise Parking Lot Improvements</b></p> <p>Design and construct a covered pedestrian connection through the parking lot from Public Square to the Riverwalk, new vehicle drives from Public Square, Court Street and City Center Drive, and related signage, landscaping, and lighting. This project was partially funded in the 2006/07 Capital Budget in the amount of \$1,020,000. A pending Environmental Protection Fund grant is expected to provide \$500,000 of funding for the project.</p>	<b>\$1,200,000</b>						
							
<table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">GENERAL FUND</td> <td style="width: 30%;">\$ 1,000,000</td> <td style="width: 40%;">10 years - \$ 73,750</td> </tr> <tr> <td>SANITARY SEWER</td> <td>\$ 200,000</td> <td>15 years - \$ 22,833</td> </tr> </table>	GENERAL FUND	\$ 1,000,000	10 years - \$ 73,750	SANITARY SEWER	\$ 200,000	15 years - \$ 22,833	
GENERAL FUND	\$ 1,000,000	10 years - \$ 73,750					
SANITARY SEWER	\$ 200,000	15 years - \$ 22,833					
<b>TOTAL</b>	<b>\$1,200,000</b>						

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
SIDEWALK PROGRAM**

PROJECT DESCRIPTION	COST
<p><b>Skid Steer Loader:</b></p> <p>Since its inception, the Sidewalk Replacement Program has rented a skid steer loader every season at a cost of approximately \$9,000 annually. As it now appears that this program will continue well into the future we are proposing that we purchase this unit such that it can be dedicated to the Sidewalk Crew throughout the construction season. During the winter months this same unit can be assigned to our Snow Removal Crews. We propose the purchase of a 56 HP, 4-Wheel Drive, Skid Steer loader with high flow hydraulics, dirt bucket and forks. These units are currently available under NYSOGS contract. This unit will be an addition to our current fleet.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the General Fund.</p>	<p><b>\$32,500</b></p>
<b>TOTAL</b>	<b>\$32,500</b>

FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
SNOW REMOVAL

PROJECT DESCRIPTION	COST
<p>Urban Snow Plow Replacement:</p> <p>Vehicle 1-22 is a 1978 MACK, 4 x 4, double wing, snow plow equipped with an underbody scraper. Exact hours on vehicle are unknown but it has seen continuous service over the past 30 years. This vehicle has substantial corrosion to the cab and the electrical system. Replacement parts, due to its age, are nearly non-existent. The proposed replacement vehicle will be purchased off OGS contract. The present vehicle will be traded towards the purchase of the new one or sold at the City surplus vehicle auction.</p> <div style="text-align: center;">  </div> <p style="text-align: right;">10 years - \$30,975</p>	\$210,000
<b>TOTAL</b>	<b>\$210,000</b>



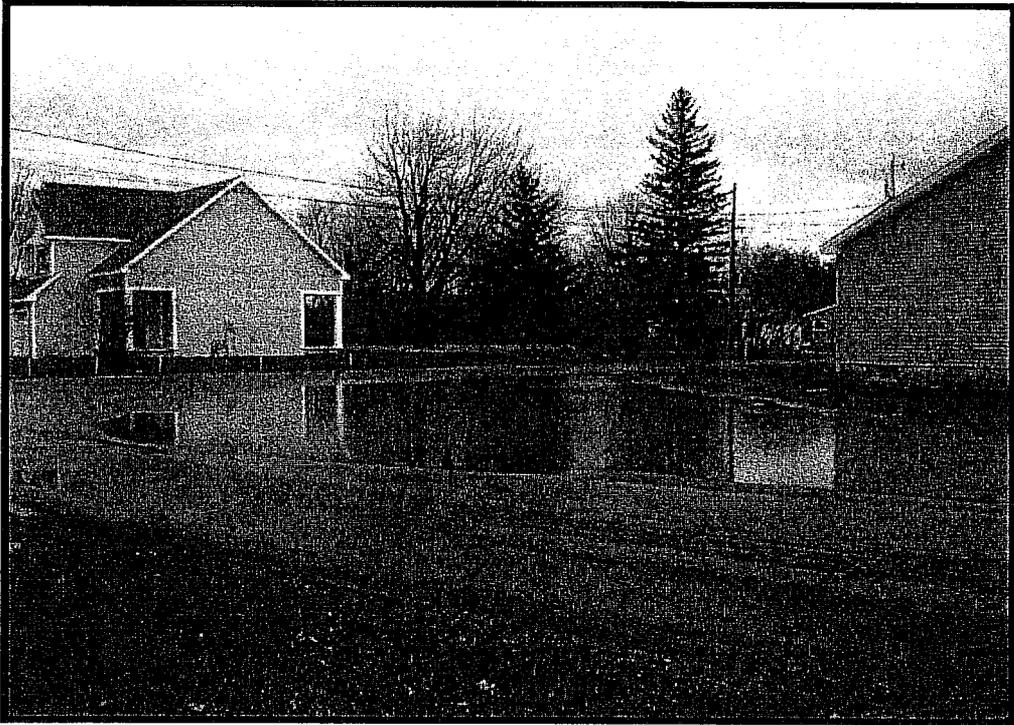
**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
ROAD MAINTENANCE**

PROJECT DESCRIPTION	COST
<p><b>Front End Loader Replacement</b>            The 1991 JOHN DEERE 644E front end loader (1-74) was purchased through the Landfill Closure Project in the autumn of 1990 and following the closure of the landfill in 1993 was incorporated into the DPW frontline fleet where it has seen continuous service in snow removal operations, street construction, storm cleanup, and parks and recreation. Our records indicate that 1-74 has approximately 14,000 operating hours. Due to excessive damage to the block, the engine is in need of a complete replacement. Staff is recommending that we not proceed with the repair of this unit but instead defer the purchase of the replacement dump truck and instead reallocate those funds for the purchase of a replacement front end loader. The proposed replacement unit will be purchased from the NYS OGS contract and will be identical to the one purchased a year ago and would accommodate all of our attachments (forks, side dump bucket).</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the General Fund.</p>	<p><b>\$90,000</b></p>
<b>TOTAL</b>	<b>\$90,000</b>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
POLICE AND FIRE**

PROJECT DESCRIPTION	COST
<p>Replace Radio System:</p> <p>The Departments are applying for an Interoperability for Public Safety grant to replace the current radio system and allow for interoperability with City Police, Jefferson County Sheriff's Department and other County Fire Departments. The total grant will be for approximately \$1 million dollars with a funding match of 20 percent. The 20 percent match would be divided to 10 percent by the City and 10 percent by the County. This project would replace all mobile and portable radios with digital radios utilizing VOIP technology to be able to acquire interoperability with the NY State Statewide Communications Initiative. This funding would not be spent without successful acquisition of grant funding.</p>  <p>Funding to support the City's share of this project will be through a transfer from the General Fund.</p>	<p>\$500,000</p>
<b>TOTAL</b>	<b>\$500,000</b>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET REQUEST STORM SEWER INSTALLATION

PROJECT DESCRIPTION	COST
<p>Construction of a new storm sewer in the vicinity of the Palmer Street/Emmett Street intersection. Due to the recent home construction in this area the natural drainage of the street ROW has been compromised requiring the installation of a storm water collection conveyance system. This project will be designed by the Engineering Department during the summer/fall of 2008 with the construction tentatively scheduled to be done by the Department of Public Works in the spring of 2009. It is anticipated that this project will include the installation of approximately 1000 lf of 12" HDPE pipe, 8 City Single basins, related materials and pavement restoration.</p> <div style="text-align: center; margin: 10px 0;">  </div> <p>Funding to support this project will be through a transfer from the General Fund.</p>	<p>\$75,000</p>
<b>TOTAL</b>	<b>\$75,000</b>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
SIDEWALK CONSTRUCTION**

PROJECT DESCRIPTION	COST
<p>Annual City Sidewalk Replacement Program</p> <p>This funding supports the continuation of the City's annual Sidewalk replacement program during the 2008-09 fiscal year through the use of a Special Assessment District. Areas to be included in this special assessment district have been defined during the fall and winter of 2007. Property owners have been notified that they have been included in the district and that their sidewalk is scheduled for replacement.</p> <p>Funding to support this program will be through a transfer from the General fund and special assessment billings.</p>	<p>\$180,000</p>
<b>TOTAL</b>	<b>\$180,000</b>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET STREET CONSTRUCTION

PROJECT DESCRIPTION	COST
<p><b>Breen Avenue Reconstruction</b></p> <p>Design and reconstruction of approximately 2100 LF of street, to include sidewalk, curbs, water main, storm and sanitary sewer. The project is required due to the poor condition of the street, and also to upgrade the underground utilities. The project area is from Arsenal Street to Coffeen Street. The project will be designed by a consultant retained by the City.</p> <p>DESIGN                   \$ 156,000 15 years - \$ 17,810  STREET                   1,035,000 15 years - \$ 118,163  STORM SEWER           154,000 15 years - \$ 17,582  SIDEWALKS             <u>168,000</u> 15 years - \$ 19,180  GENERAL FUND         \$ 1,513,000</p> <p>WATER MAIN           \$ 336,000 15 years - \$ 38,360  SANITARY SEWER       \$ 165,000 15 years - \$ 18,838</p>	<p><b>\$2,014,000</b></p>
<b>TOTAL</b>	<b>\$2,014,000</b>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
CHIPS - STREET PAVING PROGRAM - 2008**

<b><i>STANDARD STREET PAVING BY CITY CREWS</i></b>			
<b>STREET</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>
Marra Drive	Barben Ave	Holcomb Street	\$38,000
Meriline Ave	Bradley Street	<i>Dead End</i>	\$24,000
Mill Street	Haven Street	<b>City Limits</b>	\$28,000
<b>Total:</b>			\$90,000

<b><i>STANDARD STREET PAVING w/ CURBING BY CITY CREWS</i></b>			
<b>STREET</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>
Ives Street	Massey Street S.	Barben Ave	\$110,000
Mill Street	Division Street	Haven Street	\$12,000
Superior Street	Cayuga Ave	New York Ave	\$14,000
<b>Total:</b>			\$136,000

<b><i>SURFACE TREATMENT APPLIED BY CONTRACTORS</i></b>			
<b>STREET</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>
Gill Street	Indiana Ave N.	<i>End of ROW</i>	\$6,000
<b>Total:</b>			\$6,000

<b><i>SURFACE MILLING AND PAVING BY CITY CREWS</i></b>			
<b>STREET</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>
Addison Street	Main Street E.	St. Mary Street	\$18,000
Arcade Street	Stone Street	Arsenal Street	\$10,000
Rutland Street N.	State Street	Huntington Street	\$48,000
Rutland Street S.	Boyd Street	Academy Street	\$16,000
Sherman Street	Mullin Street	Stone Street	\$42,000
Stone Street	Washington Street	Massey Street S.	\$45,000
Superior Street	Bradley Street	Cayuga Ave	\$45,000
<b>Total:</b>			\$224,000

FISCAL YEAR 2008-2009  
 CAPITAL BUDGET  
 CHIPS - STREET PAVING PROGRAM - 2009

<i>STANDARD STREET PAVING BY CITY CREWS</i>			
STREET	FROM	TO	COST
Emerson Street	High Street	Mechanic Street	\$29,000
Lillian Street	Main Street E.	<i>Dead End</i>	\$37,000
<b>Total:</b>			\$66,000

<i>STANDARD STREET PAVING w/ CURBING BY CITY CREWS</i>			
STREET	FROM	TO	COST
Bronson Street	Hamilton Street N.	Indiana Ave N.	\$46,000
Franklin Street	Broadway Ave	Thompson Blvd	\$38,000
Morrison Street	Main Street W.	Burdick Street	\$56,000
<b>Total:</b>			\$140,000

<i>BASE RECONSTRUCTION AND PAVING BY CITY CREWS</i>			
STREET	FROM	TO	COST
Girard Street	Olmstead Drive	State Street	\$50,000
<b>Total:</b>			\$50,000

<i>SURFACE MILLING AND PAVING BY CITY CREWS</i>			
STREET	FROM	TO	COST
Brainard Street	Franklin Street	Gotham Street	\$37,000
High Street	Emerson Street	Factory Street	\$41,000
Main Street W.	Mohawk Street	Vanduzee Street	\$42,000
Mechanic Street	State Street	Factory Street	\$29,000
Paddock Street	Dimmick Street	Holcomb Street	\$20,000
Pratt Street	Sherman Street	Holcomb Street	\$30,000
Washington Street	Thompson Blvd	Brook Drive	\$60,000
<b>Total:</b>			\$259,000

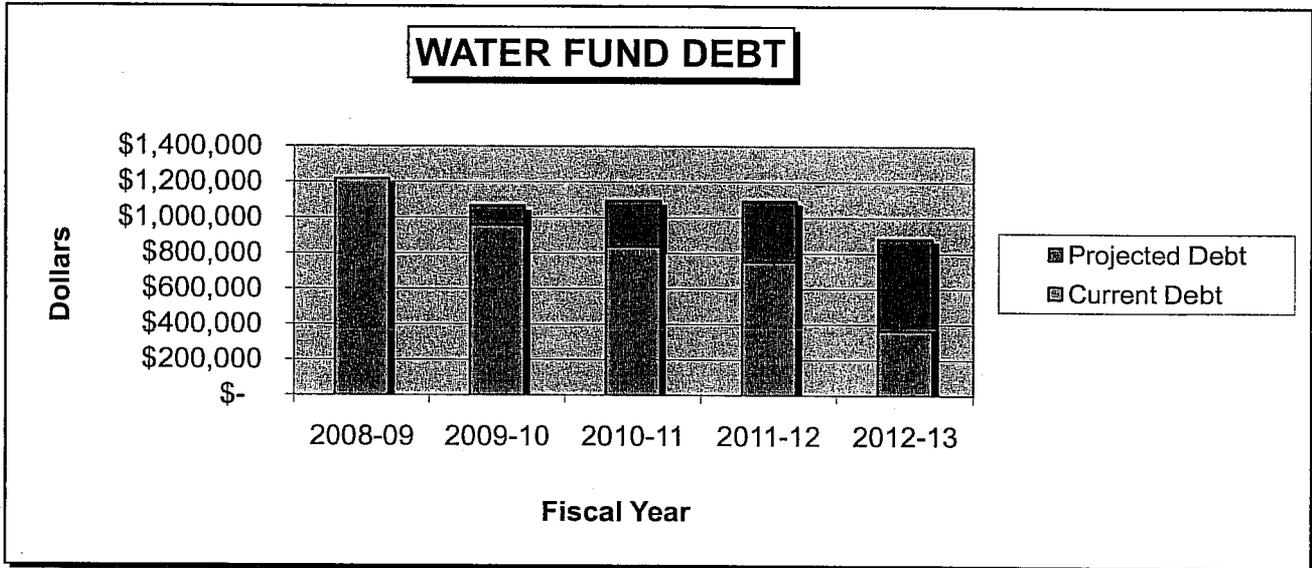
# FISCAL YEAR 2008-2009 CAPITAL BUDGET STREET CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>N. Michigan Street / Bronson Street Design</p> <p>Design of the reconstruction of approximately 1450 LF of street, to include sidewalk, curbs, water main, storm and sanitary sewer. The project will be designed by a consultant retained by the City.</p> <div style="text-align: center; margin: 10px 0;">  </div> <p style="text-align: right; margin-top: 10px;">15 years - \$14,000</p>	<p>\$120,000</p>
<b>TOTAL</b>	<b>\$120,000</b>

**DEBT**

**WATER FUND**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>Current Debt **</b>	\$ 1,218,982	\$ 960,322	\$ 838,127	\$ 755,093	\$ 368,570
<b>Projected New Debt</b>	<u>0</u>	<u>107,563</u>	<u>258,984</u>	<u>339,246</u>	<u>514,957</u>
<b>TOTAL</b>	\$ 1,218,982	\$ 1,067,885	\$ 1,097,111	\$ 1,094,339	\$ 883,527

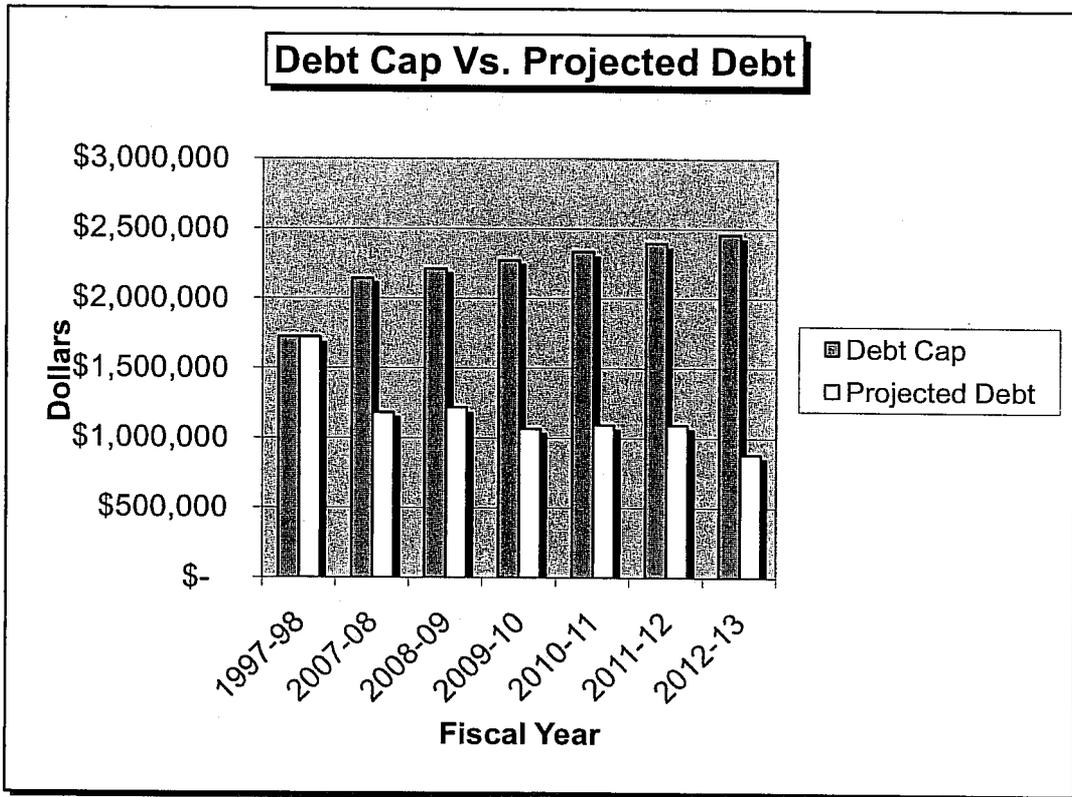


\*\*Current debt is net of DANC debt, which will be offset by a like amount of revenue.

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
	\$ (159,735)	\$ (100,790)	\$ (77,028)	\$ (73,751)	\$ (6,858)

**WATER FUND DEBT CAP**

<b>Fiscal Year</b>		<b>Estimated Debt Cap</b>	<b>Projected Debt</b>
1997-98	base year	\$ 1,724,127	\$1,724,127
2007-08	actual	\$ 2,146,093	\$1,185,237
2008-09		\$ 2,215,322	\$1,218,982
2009-10		\$ 2,278,419	\$1,067,885
2010-11		\$ 2,337,658	\$1,097,111
2011-12		\$ 2,398,437	\$1,094,339
2012-13		\$ 2,460,796	\$ 883,527



**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>WATER FUND:</b>					
<b>FACILITY IMPROVEMENTS:</b>					
Thompson Park Tank Rehabilitation	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Dosing Station Dam Repairs	-	-	-	600,000	-
<b>TOTAL FACILITY IMPROVEMENTS</b>	\$ -	\$ -	\$ 400,000	\$ 600,000	\$ -
<b>VEHICLES AND EQUIPMENT</b>					
Vehicles & Equipment	\$ 100,000	\$ 154,000	\$ 112,000	\$ 75,000	\$ 57,000
Computer Hardware/Software	-	-	-	-	-
<b>TOTAL VEHICLES AND EQUIPMENT</b>	\$ 100,000	\$ 154,000	\$ 112,000	\$ 75,000	\$ 57,000
<b>WATER MAIN REPLACEMENT:</b>					
Reservoir main-parallel line installation	\$ 100,000	\$ 1,000,000	\$ -	\$ -	\$ -
Breen Avenue	336,000	-	-	-	-
Arcade Street	45,000	-	-	-	-
N. Michigan / Bronson Street	-	104,000	-	-	-
Madison Avenue	-	48,000	-	-	-
Central Street	-	-	320,000	-	-
Barben Avenue	-	-	-	400,000	-
Washington St	-	-	-	768,000	-
Pine Street	-	-	-	350,000	-
Tilden Street	-	-	-	300,000	-
Phelps Street	-	-	-	-	286,000
Factory Street	-	-	-	-	578,000
Clinton Street	-	-	-	-	368,000
Grant Street	-	-	-	-	240,000
Lincoln Street	-	-	-	-	210,000
Western Boulevard	-	-	-	-	446,163
<b>TOTAL WATER MAIN REPLACEMENT</b>	\$ 481,000	\$ 1,152,000	\$ 320,000	\$ 1,818,000	\$ 2,128,163
<b>TOTAL WATER FUND</b>	\$ 581,000	\$ 1,306,000	\$ 832,000	\$ 2,493,000	\$ 2,185,163



# FISCAL YEAR 2008-2009 CAPITAL BUDGET WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
<p><b>Breen Avenue Reconstruction</b></p> <p>Design and reconstruction of approximately 2100 LF of street, to include sidewalk, curbs, water main, storm and sanitary sewer. The project is required due to the poor condition of the street, and also to upgrade the underground utilities. The project area is from Arsenal Street to Coffeen Street. The project will be designed by a consultant retained by the City.</p> <p>DESIGN                   \$ 156,000 15 years - \$ 17,810  STREET                   1,035,000 15 years - \$ 118,163  STORM SEWER            154,000 15 years - \$ 17,582  SIDEWALKS             <u>168,000</u> 15 years - \$ 19,180  GENERAL FUND         \$ 1,513,000</p> <p>WATER MAIN            \$ 336,000 15 years - \$ 38,360  SANITARY SEWER        \$ 165,000 15 years - \$ 18,838</p>	<p><b>\$2,014,000</b></p>
<b>TOTAL</b>	<b>\$2,014,000</b>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Arcade Street</p> <p>Replacement of approximately 400 l.f. of 4" water main with 8" ductile iron pipe in conjunction street milling and overlay by DPW.</p> <p>The project will include replacement or extension of water services to the Jefferson County office building on Arsenal Street and termination of the 6" water main in the 100 block of Arsenal Street.</p>  <p>Funding to support this project will be through a transfer from the Water Fund.</p>	<p>\$45,000</p>
<b>TOTAL</b>	<b>\$45,000</b>

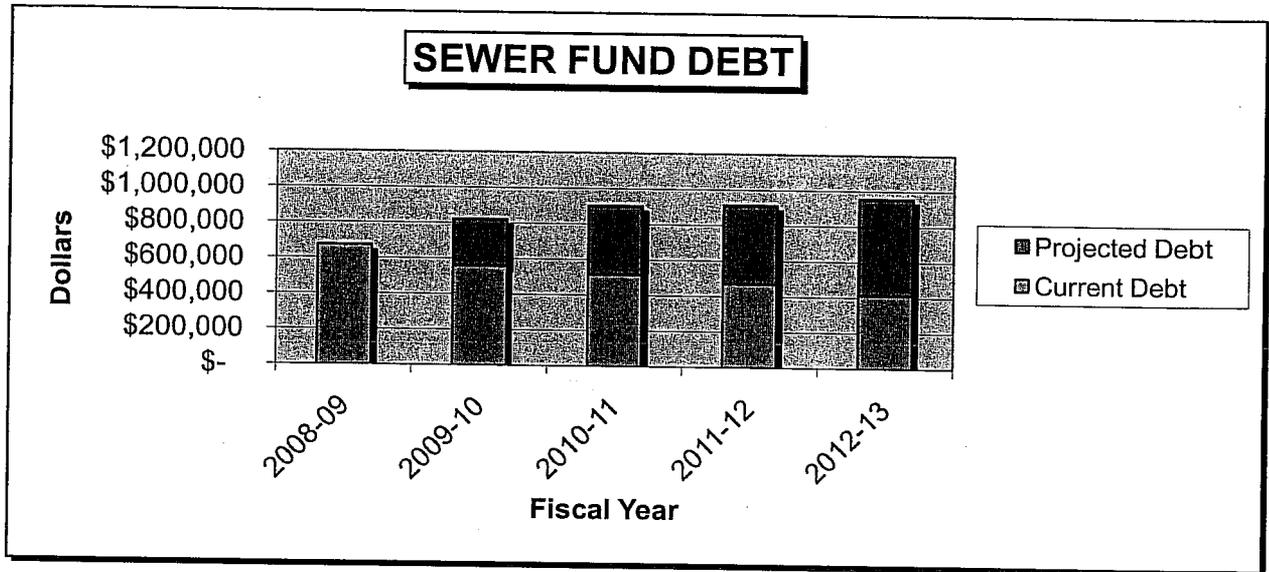
# FISCAL YEAR 2008-2009 CAPITAL BUDGET WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Reservoir Main - Parallel Line Installation Design</p> <p>This will be a new transmission line parallel with the existing 16" transmission line between Olmstead Drive and the Thompson Park Reservoirs. It will provide redundancy for the water supply to the reservoirs. The project will be designed by a consultant retained by the City.</p> 	<p>\$ 100,000</p>
<p>25 years - \$9,000</p>	
<p><b>Total</b></p>	<p><b>\$ 100,000</b></p>

**DEBT**

**SEWER FUND**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Current Debt **	\$ 675,518	\$ 560,606	\$ 516,984	\$ 471,308	\$ 415,342
Projected New Debt	<u>0</u>	<u>261,830</u>	<u>387,162</u>	<u>443,572</u>	<u>542,801</u>
<b>TOTAL</b>	\$ 675,518	\$ 822,436	\$ 904,146	\$ 914,880	\$ 958,143

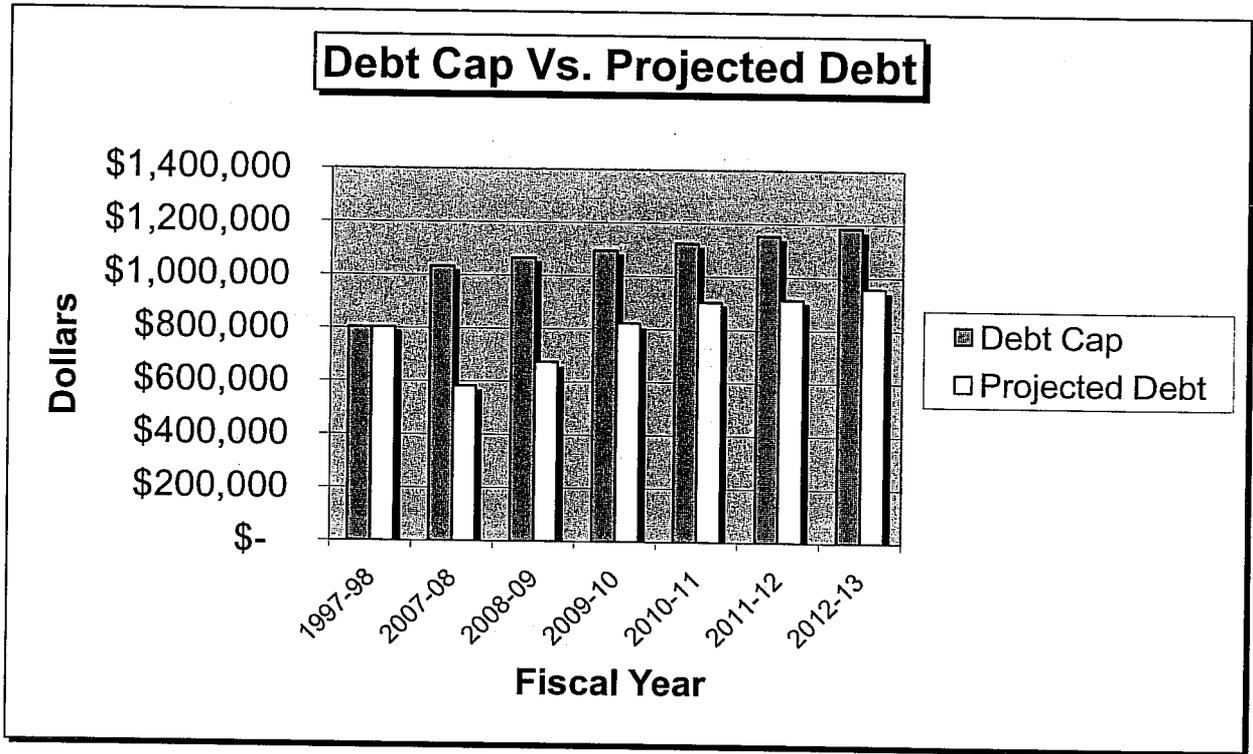


\*\*Current debt is net of DANC debt & EFC bond interest expense which will be offset by a like amount of revenue.

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
	\$ (14,437)	\$ (14,387)	\$ (11,435)	\$ (10,936)	\$ (10,349)

**SEWER FUND DEBT CAP**

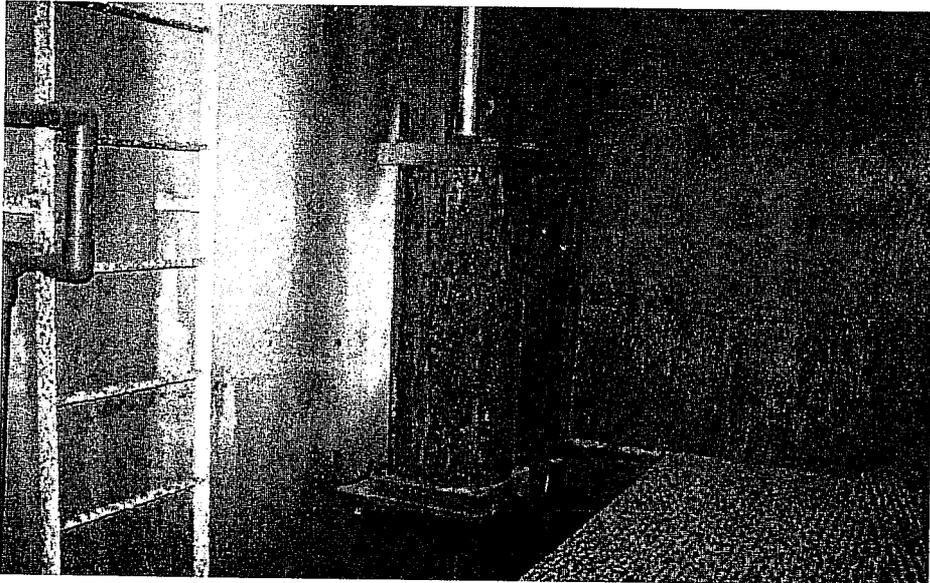
<b>Fiscal Year</b>		<b>Estimated Debt Cap</b>	<b>Projected Debt</b>
1997-98	base year	\$ 803,836	\$ 803,836
2007-08	actual	\$ 1,033,380	\$ 583,816
2008-09		\$ 1,066,715	\$ 675,518
2009-10		\$ 1,097,098	\$ 822,436
2010-11		\$ 1,125,622	\$ 904,146
2011-12		\$ 1,154,888	\$ 914,880
2012-13		\$ 1,184,915	\$ 958,143



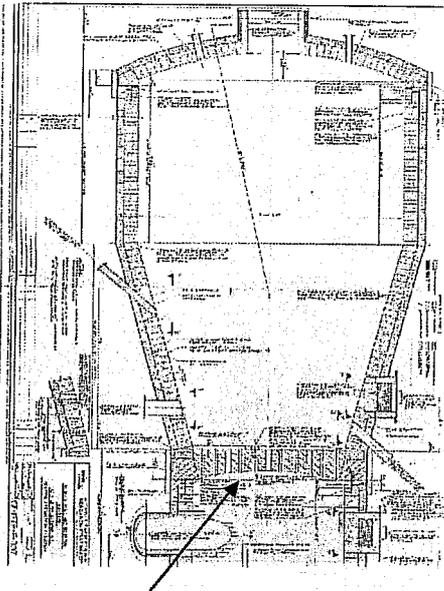
**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>SEWER FUND:</b>					
<b>WASTEWATER PLANT:</b>					
Filter Press Hydraulic Power Packs (2)	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Hearth Replacement	60,000	-	-	-	-
Clarifiers	93,000	-	-	-	-
Roof replacement - trickling filter pump static	-	100,000	-	-	-
Lift pump replacement	-	-	25,000	25,000	-
<b>TOTAL WASTEWATER PLANT</b>	<b>\$ 193,000</b>	<b>\$ 100,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>
<b>VEHICLES AND EQUIPMENT</b>					
Sanitary Sewer Vehicles	\$ 165,000	\$ 120,000	\$ 13,000	\$ -	\$ 110,000
Wastewater Plant Vehicles	-	-	22,000	-	22,000
Computer Hardware/Software	-	-	-	20,000	-
<b>TOTAL VEHICLES AND EQUIPMENT</b>	<b>\$ 165,000</b>	<b>\$ 120,000</b>	<b>\$ 35,000</b>	<b>\$ 20,000</b>	<b>\$ 132,000</b>
<b>SANITARY SEWER:</b>					
Breen Avenue	\$ 165,000	\$ -	\$ -	\$ -	\$ -
Casey / Duffy / Dorsey / Palmer Streets	75,000	-	-	-	-
North Side Trunk Sewer	90,000	722,000	-	-	-
Massey Street / Ives Hill Phase II	350,000	-	-	-	-
J.B. Wise Parking Lot	200,000	-	-	-	-
N. Michigan / Bronson Street	-	97,500	-	-	-
Gaffney Drive lift station	-	200,000	-	-	-
Cooper Street Outfall	-	-	225,000	-	-
WOTS: Chestnut St. to Ives St.	-	-	65,000	830,000	-
Central Street	-	-	300,000	-	-
Washington Street	-	-	-	548,000	-
Barben Avenue	-	-	-	375,000	-
Phelps Street	-	-	-	-	286,000
Factory Street	-	-	-	-	659,000
Clinton Street	-	-	-	-	375,000
Harrison Street (Riggs Ave. Phase II)	-	-	-	-	253,000
Western Boulevard	-	-	-	-	289,800
<b>TOTAL SANITARY SEWER:</b>	<b>\$ 880,000</b>	<b>\$ 1,019,500</b>	<b>\$ 590,000</b>	<b>\$ 1,753,000</b>	<b>\$ 1,862,800</b>
<b>TOTAL SEWER FUND</b>	<b>\$ 1,238,000</b>	<b>\$ 1,239,500</b>	<b>\$ 650,000</b>	<b>\$ 1,798,000</b>	<b>\$ 1,994,800</b>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET FACILITY IMPROVEMENTS WASTEWATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p>Influent Gates Hydraulic Ram Assembly Replacement</p> <p>These influent gate Hydraulic Assemblies (2 units) are part of the original facility installation, installed in 1966. The 42 year old 14" diameter X 42" hydraulic case, piston rams and shaft assemblies are well beyond their useful life and require replacement.</p> 	<p>\$ 40,000</p>
<p>5 years - \$9,900</p>	
<p><b>Total</b></p>	<p><b>\$ 40,000</b></p>

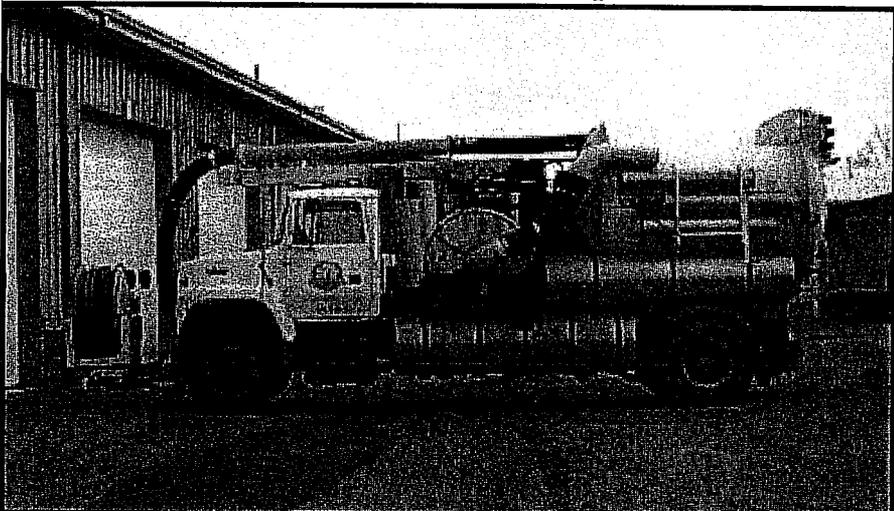
# FISCAL YEAR 2008-2009 CAPITAL BUDGET FACILITY IMPROVEMENTS WASTEWATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p><b>Incinerator Hearth Replacement:</b></p> <p>The hearth is an 8 foot diameter circular configuration of refractory brick, flat on the top and arched at the bottom (indicated by the arrow in the drawing). It separates the windbox below it from the incinerator's sand bed section above. The original hearth was replaced in 1997 after 12 years of service. The current heart (in its 11<sup>th</sup> year of service) is exhibiting signs of serious deterioration. Replacement refractory must be "specialty cut" requiring longer lead times to acquire. The hearth needs to be acquired and the replacement accomplished during FY 2008-09.</p> <div style="text-align: center;">  </div>	<p><b>\$ 60,000</b></p>
<p>5 years - \$14,850</p> <p><b>Total</b></p>	<p><b>\$ 60,000</b></p>

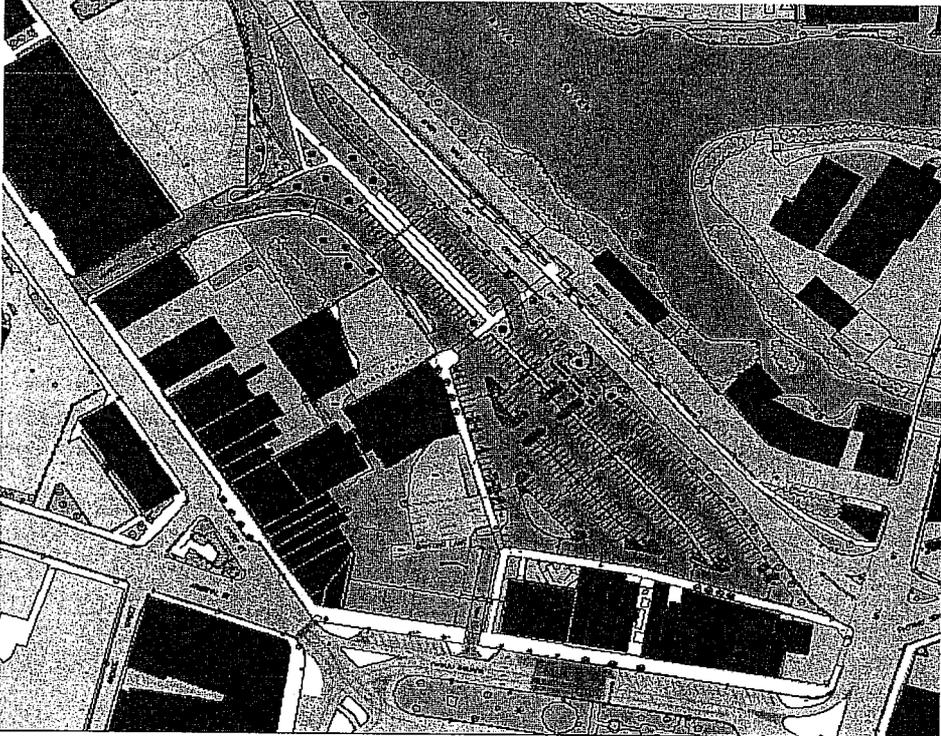
FISCAL YEAR 2008-2009  
 CAPITAL BUDGET  
 FACILITY IMPROVEMENTS  
 WASTEWATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p>Replacement Chain and Sprockets for Facility Clarifiers:</p> <p>The Facility Clarifiers (total of six at the Plant) are the large open area concrete tanks. The chain and sprockets are the mechanism that drives the surface "skimmers" and bottom sludge scrappers on each of these tanks. The funding for this project will replace the elements of a Final A, a Primary, and a Final B clarifier and is to be joined with the \$35,000 funding approved in the FY 2006-07 Capital Budget which has not yet been acted upon. The combined total will provide an economy of scale in chain and sprocket acquisition that will permit routine replacement projects for clarifier mechanisms over the next two years. This should also enable a five to six year respite before the sprocket/chain replacement cycles start up again.</p>	<p>\$ 93,000</p>
<p>10 years - \$13,718</p>	
<p><b>Total</b></p>	<p><b>\$ 93,000</b></p>

**FISCAL YEAR 2008-2009  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
STORM AND SANITARY SEWER**

PROJECT DESCRIPTION	COST
<p>Sewer Vacuum / Jetting Unit</p> <p>Vehicle 1-71 is a 1993 VACTOR 2110 sewer cleaning (vacuum and high pressure jetting) unit. With the partial exception sub-zero days during the winter season this vehicle is used daily to support our storm and sanitary sewer maintenance operations. The current unit has more than 12,000 operating hours. Since July 2005, the City has spent over \$50,000 on the maintenance and repairs of this unit. This is a critical unit for which we have no redundancy. As such when this unit is out of service for any reason our ability to clean, jet or even inspect individual sewer lines are completely compromised. The current unit will be traded towards the replacement.</p> 	<p>\$330,000</p>
<p>General Fund: \$165,000</p> <p>Sewer Fund: \$165,000</p>	<p>10 years - \$24,338</p> <p>10 years - \$24,338</p>
<b>TOTAL</b>	<b>\$330,000</b>

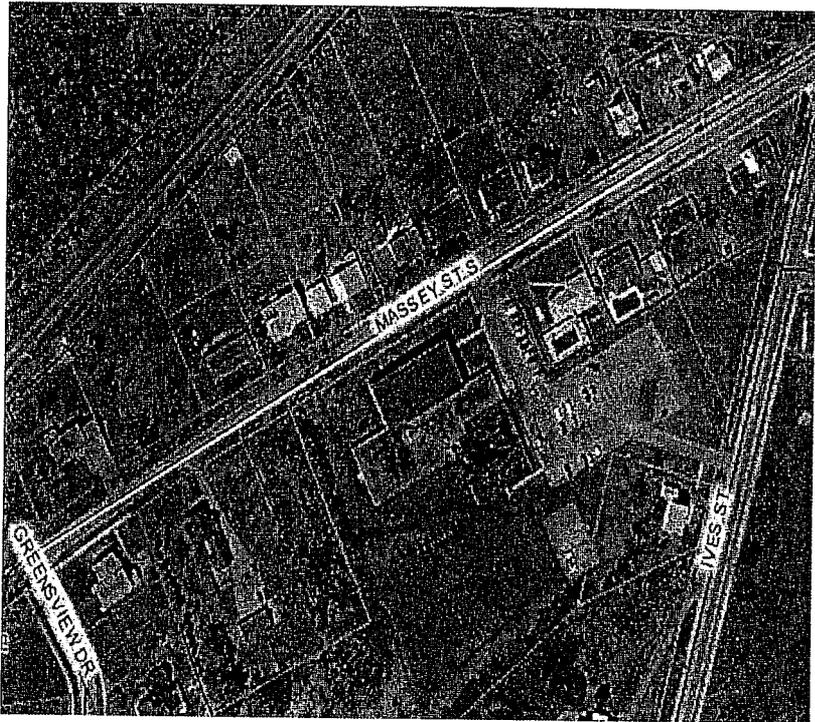
# FISCAL YEAR 2008-2009 CAPITAL BUDGET SANITARY SEWER CONSTRUCTION

PROJECT DESCRIPTION	COST						
<p><b>J. B. Wise Parking Lot Improvements</b></p> <p>Design and construct a covered pedestrian connection through the parking lot from Public Square to the Riverwalk, new vehicle drives from Public Square, Court Street and City Center Drive, and related signage, landscaping, and lighting. This project was partially funded in the 2006/07 Capital Budget in the amount of \$1,020,000. A pending Environmental Protection Fund grant is expected to provide \$500,000 of funding for the project.</p>	\$1,200,000						
							
<table style="width: 100%; border: none;"> <tr> <td style="padding: 2px 5px;">GENERAL FUND</td> <td style="padding: 2px 5px;">\$ 1,000,000</td> <td style="padding: 2px 5px;">10 years - \$ 73,750</td> </tr> <tr> <td style="padding: 2px 5px;">SANITARY SEWER</td> <td style="padding: 2px 5px;">\$ 200,000</td> <td style="padding: 2px 5px;">15 years - \$ 22,833</td> </tr> </table>	GENERAL FUND	\$ 1,000,000	10 years - \$ 73,750	SANITARY SEWER	\$ 200,000	15 years - \$ 22,833	
GENERAL FUND	\$ 1,000,000	10 years - \$ 73,750					
SANITARY SEWER	\$ 200,000	15 years - \$ 22,833					
<b>TOTAL</b>	<b>\$1,200,000</b>						

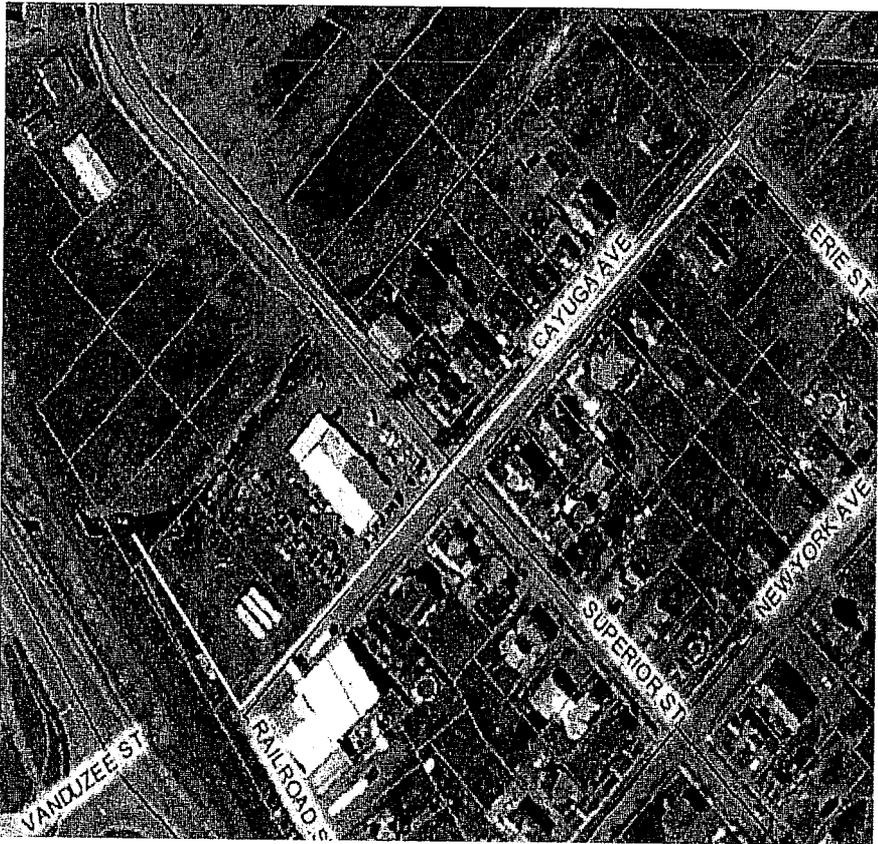
# FISCAL YEAR 2008-2009 CAPITAL BUDGET COMBINED SEWER REHABILITATION

PROJECT DESCRIPTION	COST
<p>Casey / Duffy / Dorsey / Palmer Streets Combined Sewer Rehabilitation</p> <p>Rehabilitation of combined sewers on Casey, Duffy, Dorsey and, Palmer St. Work involves inspection, testing and sealing of both pipe joints and lateral connections along 6,500 linear feet of pipe.</p>	<p>\$ 75,000</p>
	
<p>Sewer Fund: 10 years - \$11,063</p>	
<p><b>TOTAL</b></p>	
	<p><b>\$ 75,000</b></p>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>Massey Street / Ives Hill Phase II</p> <p>This project involves the upgrade of approximately 700 LF of an existing 10" sanitary sewer. This project is the second phase of the Greensview/ Ives Hill Project.</p> <div style="text-align: center;">  </div>	<p>\$350,000</p>
<p>20 years - \$34,125</p>	
<p><b>TOTAL</b></p>	<p><b>\$350,000</b></p>

# FISCAL YEAR 2008-2009 CAPITAL BUDGET SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>North Side Trunk Sewer Relocation Design</p> <p>This project involves the design of the relocation of approximately 830 LF of North Side Trunk Sewer from the channel of Kelsey Creek. This project will eliminate large amounts of infiltration from entering the sewer.</p> <div style="text-align: center;">  </div> <p style="text-align: right;">25 years - \$8,100</p>	<p>\$ 90,000</p>
<b>TOTAL</b>	<b>\$ 90,000</b>

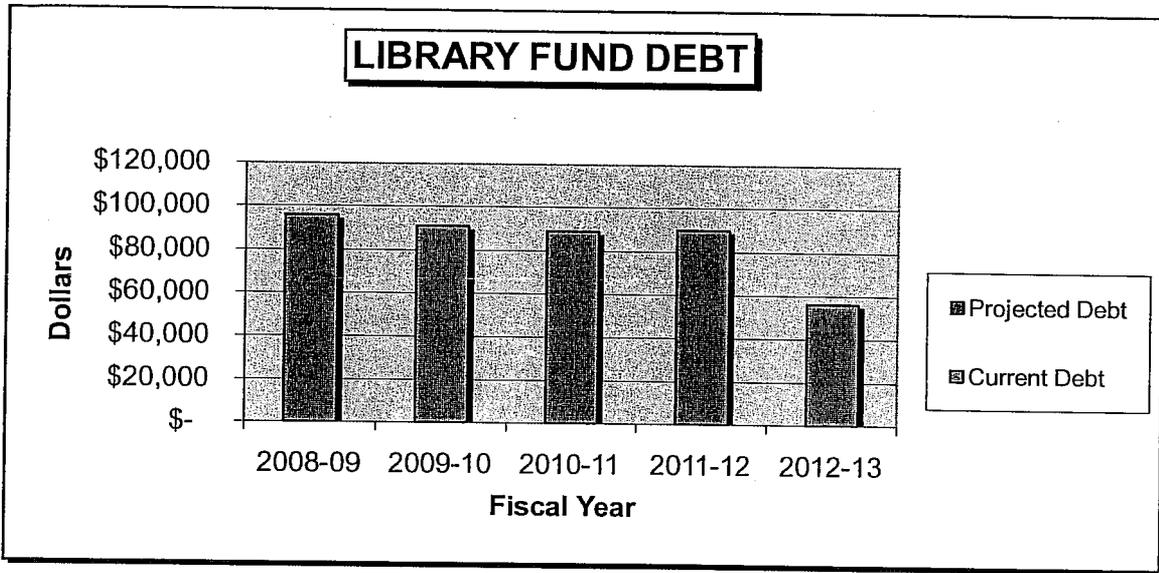
# FISCAL YEAR 2008-2009 CAPITAL BUDGET SANITARY SEWER

PROJECT DESCRIPTION	COST
<p><b>Breen Avenue Reconstruction</b></p> <p>Design and reconstruction of approximately 2100 LF of street, to include sidewalk, curbs, water main, storm and sanitary sewer. The project is required due to the poor condition of the street, and also to upgrade the underground utilities. The project area is from Arsenal Street to Coffeen Street. The project will be designed by a consultant retained by the City.</p> <p>DESIGN                   \$ 156,000 15 years - \$ 17,810  STREET                   1,035,000 15 years - \$ 118,163  STORM SEWER           154,000 15 years - \$ 17,582  SIDEWALKS             <u>168,000</u> 15 years - \$ 19,180  GENERAL FUND         \$ 1,513,000</p> <p>WATER MAIN           \$ 336,000 15 years - \$ 38,360  SANITARY SEWER       \$ 165,000 15 years - \$ 18,838</p>	<p><b>\$2,014,000</b></p>
<b>TOTAL</b>	<b>\$2,014,000</b>

**DEBT**

**LIBRARY FUND**

	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Current Debt	\$ 96,067	\$ 91,302	\$ 89,111	\$ 90,170	\$ 56,636
Projected New Debt	-	-	-	-	-
<b>TOTAL</b>	\$ 96,067	\$ 91,302	\$ 89,111	\$ 90,170	\$ 56,636



**CITY OF WATERTOWN CAPITAL BUDGET  
FIVE YEAR PLAN 2008/09 - 2012/13**

<b>LIBRARY FUND:</b>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
<b>FACILITY IMPROVEMENTS:</b>					
Roof rehabilitation	\$.....-	\$.....60,000	\$.....-	\$.....-	\$.....-
Marble fence rehabilitation	.....-	.....9,700	.....-	.....-	.....-
Loading dock rehabilitation	.....-	.....-	.....28,375	.....-	.....-
Mazzanine stained glass rehabilitation	.....-	.....-	.....-	.....16,450	.....-
	<u>.....-</u>	<u>.....-</u>	<u>.....-</u>	<u>.....16,450</u>	<u>.....-</u>
<b>TOTAL FACILITY IMPROVEMENTS</b>	<b>\$ -</b>	<b>\$ 69,700</b>	<b>\$ 28,375</b>	<b>\$ 16,450</b>	<b>\$ -</b>
<b>VEHICLES AND EQUIPMENT</b>					
Computer Hardware/Software	\$.....-	\$.....-	\$.....-	\$.....10,000.0	\$.....-
Microfilm readers	.....-	.....-	.....-	.....-	.....14,800
	<u>.....-</u>	<u>.....-</u>	<u>.....-</u>	<u>.....-</u>	<u>.....14,800</u>
<b>TOTAL VEHICLES AND EQUIPMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 14,800</b>
<b>TOTAL LIBRARY FUND</b>	<b>\$ -</b>	<b>\$ 69,700</b>	<b>\$ 28,375</b>	<b>\$ 26,450</b>	<b>\$ 14,800</b>

Multi Year  
Financial  
Forecast

CITY OF WATERTOWN, NEW YORK  
FINANCIAL FORECAST  
FISCAL YEARS 2008-2009 THROUGH 2012-2013

Prepared by: Office of the City Comptroller  
James E. Mills, City Comptroller  
April 5, 2008

## **Disclaimer**

Although this document was prepared under the highest professional standards, the City of Watertown, New York, including its officers, employees, and agents, does not guarantee the accuracy or completeness of any information contained herein.

The City of Watertown, New York, including its officers, employees, and agents, specifically disclaims all warranties, expressed or implied, with respect to the use of this information or any results with respect thereto.

This multi-year financial plan consists of management's assumptions, estimates, forecasts, and analyses. Management makes no representation to the fitness, merchantability, or use of such information for any purpose.

The information contained herein shall in no way be construed to represent an offer, ability, or willingness on the part of the City of Watertown, including its officers, employees, and agents, to enter into or provide funding for a contract with any person or organization including but not limited to, vendors and employees.

The information contained herein shall in no way be construed to constitute a recommendation, or be relied upon, with respect to any personal or business decision, including but not limited to, the purchase or sale of debt issued by the City.

## **Introduction**

The *City of Watertown Financial Forecast 2008-09 through 2012-13* was prepared to comply with the requirements set forth by New York State in connection with the distribution of revenue sharing through its Aid and Incentives for Municipalities (AIM) program. The AIM funding is contingent upon the City preparing a multi-year financial plan (minimum of three years) that includes at a minimum:

- Projected employment levels
- Projected annual expenditures for personal services, fringe benefits, non-personal services and debt service
- Appropriate reserve fund amounts
- Estimated annual revenues including projection of property tax rates, the value of taxable real property and resulting tax levy
- Annual growth in sales tax and non-property tax revenues
- Proposed use of one-time revenue sources

In addition to completing this financial plan, under the proposed 2008-09 Governor's Budget, distressed municipalities that receive over \$100,000 in additional aid would be required to use the AIM funding to (i) minimize or reduce the real property tax burden, (ii) invest in economic development or infrastructure to achieve economic revitalization and generate real property tax base growth; or (iii) support investments in technology or other reengineering initiatives that permanently minimize or reduce operating expenses.

This report uses the 2008-09 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2004-05 through estimated 2007-08). This financial forecast was developed using the General, Water, and Sewer funds as the major funds of the City. In addition, information was obtained relative to future capital projects from the five year Capital budget included in the 2008-09 Proposed Budget.

It is important to note that forecasted information contained in this report cannot be relied upon for accuracy and/or as a projection of the City's fiscal well being; and in no event should it be used in making investment decisions. It is also important to note the following limitations with forecasting:

- There will always be uncertainty about the future
- There will always be factors unknown at the time the forecast is developed that will influence fiscal and operating conditions
- Forecasts are based upon current knowledge, trends, expectations, and policies, any and all of which may change, affecting the accuracy of the forecast

### **Assumptions**

Some of the assumptions made in developing the financial forecast included:

#### **Estimated 2007-08**

The amounts presented as the 2007-08 estimated figures were based on the actual revenue and expenditure amounts as of February 29, 2008 projected to June 30, 2008 based upon our current knowledge, trends and expectations.

#### **Cost of Living Increase**

Wherever a cost of living increase was calculated into an estimate, the percentage used (2.93%) was the historical average of the annual changes in the consumer price index (CPI), not seasonally adjusted, for all urban consumers, all items, base period 1982-84=100. The same CPI factor was used for all four years. The CPI information was obtained from the U.S. Department of Labor web site.

**Property Tax Levy**

The property tax levy was held constant in the initial surplus/deficit forecast for fiscal years 2009-10 through 2012-13. Only after all of the other revenue and expenditure forecasts were made, did this model then consider increasing the tax levy as a possible solution to any deficit forecasted.

**Sales Tax Revenue**

Sales tax revenue was increased by 5% annual growth although the average annual growth for the last 4 fiscal years is 6%.

**Taxable Assessed Valuation**

Based on discussions with the City Assessor taxable assessed values for fiscal year 2009-10 through 2012-13 are expected to increase 2% annually.

**State Aid Revenue Sharing**

State Aid revenue sharing for the fiscal years 2009-10 through 2012-13 was increased 7% annually based on the current AIM program in the 2007-08 New York State Budget. Any changes to the program contained in the current proposed 2008-09 New York State Budget were not known as of the printing of the City's FY 2008-09 proposed budget.

**Personal Services**

For any year in which there was no collective bargaining agreement in place for a union, personal service costs were forecasted at 3%. Otherwise personal service costs for all unions were forecasted at the current collective bargaining agreement rates. No increases or decreases to current staffing levels are planned at this time.

**Employee Benefits**

The retirement rate used for the fiscal years 2009-10 through 2012-13 was 9.70% which represents the five year average. The retirement rate used in all of the fiscal years for those employees in the New York State Police and Fire Retirement System was 14.76% which represents the five year average.

Health insurance costs were forecasted to increase 9% in the fiscal years 2009-10 through 2012-13.

**Debt Service**

Debt Service costs were obtained from the City's debt schedules plus projected debt service costs related to the five year capital budget.



City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 General Fund Revenues

Revenues	Actual		Estimate		Forecast		Assumptions 2008/09 - 2011/12		2012-13		Description	
	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	Average Annual Increase 2004-present		
Rent Property Taxes*	\$9,493,110	\$9,032,160	\$8,280,453	\$6,929,114	\$6,988,172	\$7,035,294	\$7,033,947	\$7,032,662	\$7,032,662	-7%	0%	0% Held constant
Rent Property Tax Items	754,830	760,891	547,658	498,566	2,526,445	269,482	276,622	283,972	283,972	93%	3%	3% FY 08/09 801 housing PILOT payment, all others remain constant
Sales and Use Tax*	11,897,681	13,454,172	14,159,944	15,031,349	15,750,000	16,537,500	17,304,275	18,232,594	19,144,223	7%	3%	5% Increased 5% annually
Other Non-Prop Taxes	589,229	643,122	658,070	662,000	810,000	840,563	865,275	890,908	916,282	9%	3%	3% CPI
Departmental Income	3,027,126	3,600,358	4,412,816	3,717,053	4,053,500	4,216,288	4,378,291	4,521,349	4,670,640	4%	4%	3% CPI or held constant depending on revenue item
Other Local Revenue	988,930	1,257,817	1,142,266	854,708	572,200	586,541	601,301	616,494	632,131	-10%	3%	3% CPI or held constant depending on revenue item
State Aid - AIM*	4,096,004	3,582,234	4,493,957	4,757,175	5,090,171	5,446,489	5,827,744	6,233,686	6,672,184	4%	7%	7% Increased AIM 7% annually
State Aid - Mortgage Tax*	368,238	565,311	425,352	483,638	500,000	514,633	529,695	545,198	561,154	12%	3%	3% CPI
State Aid Other*	339,031	625,989	345,357	504,769	366,012	298,244	301,344	304,552	304,552	15%	1%	1% Held constant
Federal Aid*	188,727	192,845	116,840	110,579	553,400	120,218	123,737	127,358	131,086	89%	3%	3% EPA grant in FY08/09; then CPI
Interfund Transfers	168,263	238,549	286,069	187,700	234,500	238,612	242,844	247,201	251,084	13%	2%	2% CPI or held constant depending on revenue item
Total Revenues	\$33,104,069	\$33,953,448	\$34,820,782	\$33,737,691	\$37,444,406	\$36,095,742	\$37,506,582	\$39,028,699	\$40,601,269	3%	4%	4%
<b>Nonrecurring Revenues Included in Revenue, Above (List):*</b>												
Misc. Revenues, other govts.		484,561	2,000	-	-	-	-	-	-	-	-	-
801 housing PILOT balloon payment		-	-	-	2,270,641	-	-	-	-	-	-	-
State Aid - Unrestricted Aid		976,566	-	-	-	-	-	-	-	-	-	-
State Aid-Home & Community Service		-	16,702	26,649	73,650	-	-	-	-	-	-	-
State Aid - Code Enforcement		-	300,000	-	-	-	-	-	-	-	-	-
Fed Aid, Public Safety Grants		-	39,104	-	-	-	-	-	-	-	-	-
Fed. Aid, Home & Community Services		-	-	-	293,400	-	-	-	-	-	-	-
Nonrecurring Revenues	\$1,292,991	\$840,367	\$8,250	\$26,649	\$2,780,691	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Recurring Revenues	\$31,811,078	\$33,113,081	\$34,812,532	\$33,711,042	\$34,663,515	\$36,095,742	\$37,506,582	\$39,028,699	\$40,601,269			

Levy and Assessed Value / Rate	Actual		Estimate		Forecast		Assumptions 2008/09 - 2011/12		2012-13		Description	
	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	Average Annual Increase 2004-present		
Levy*	\$9,349,725	\$8,949,009	\$8,187,961	\$6,882,683	\$7,117,638	\$7,117,638	\$7,117,638	\$7,117,638	\$7,117,638	-6%	0%	0% Levy held constant to determine financial effect
Assessed Value of Taxable Property*	\$615,964,181	\$622,236,617	\$633,804,521	\$655,980,235	\$682,901,620	\$1,002,559,652	\$1,022,010,845	\$1,042,003,062	\$1,063,924,324	13%	2%	2% Per City Assessor
Tax Rate per \$1,000 of Assessed Value*	\$15.179	\$14.382	\$9.820	\$9.7125	\$9.7229	\$6.960	\$6.824	\$6.824	\$6.690	-16%	-2%	-2% Calculated from levy and assessed value

\* Required by new State multiyear planning requirements for cities.

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 General Fund Expenditures

Expenditures by Object**	Assumptions 2008/09 - 2011/12										Description			
	Forecast					2011-12								
	2004-05	Actual 2005-06	2006-07	Estimate 2007-08	Adopted 2008-09	2009-10	2010-11	2011-12	2012-13	Average Annual Increase 2004- present		2010-11	2011-12	2012-13
Personal Services*	12,508,314	13,029,581	13,353,199	14,207,902	14,762,573	15,205,450	15,661,614	16,131,462	16,615,406	4%	3%	3%	3%	3% Known and estimated collective bargaining agreements
Equipment and Capital Outlay*	730,155	1,030,691	973,080	1,542,210	1,056,300	1,162,000	1,046,000	1,077,500	927,000	16%	-10%	3%	3%	-14% CPI
Contractual*	5,009,292	6,083,656	5,383,549	6,561,383	6,907,379	6,579,711	6,769,261	6,964,373	7,165,211	9%	3%	3%	3%	3% CPI
Debt (Principal and Interest)*	4,026,179	3,830,392	4,021,472	4,155,767	4,218,358	4,453,163	4,148,076	4,477,686	4,376,272	1%	-7%	6%	8%	-2% Per actual debt schedule + projected capital projects
Employee Benefits*	7,801,236	7,552,093	8,091,221	8,865,535	9,685,416	10,319,894	11,048,888	11,837,498	12,683,952	6%	7%	7%	7%	7% Historical trends for retirement and health insurance
Interfund Transfers to Debt Service Fund	-	-	-	-	-	986,434	1,014,279	1,042,939	1,072,439	#DIV/0!	#DIV/0!	3%	3%	#DIV/0! CPI
Interfund Transfers to Other Funds	-	-	-	966,747	959,380	-	-	-	-	7%	3%	3%	3%	3% CPI
<b>Total Expenditures (by Object)</b>	<b>\$30,814,751</b>	<b>\$32,390,449</b>	<b>\$32,779,415</b>	<b>\$36,299,545</b>	<b>\$37,589,406</b>	<b>\$38,706,652</b>	<b>\$39,683,118</b>	<b>\$41,531,459</b>	<b>\$42,840,280</b>	5%	5%	5%	5%	
<b>Expenditures By Function**</b>														
General Governmental Support	\$2,953,801	\$3,935,664	\$3,371,595	\$3,875,774	\$4,142,288	\$4,129,790	\$4,276,616	\$4,430,103	\$4,590,654	10%	4%	4%	4%	4% Result of analysis of expenditures by object
Public Safety	13,221,600	13,287,657	13,900,860	14,886,608	15,723,836	15,669,874	16,259,813	16,878,308	17,520,238	4%	4%	4%	4%	4% Result of analysis of expenditures by object
Transportation	4,677,999	4,801,211	4,737,298	5,168,372	5,564,835	5,771,322	5,985,769	6,210,466	6,446,068	5%	4%	4%	4%	4% Result of analysis of expenditures by object
Economic Opp & Developmt	70,500	75,421	75,662	68,890	62,000	62,146	62,297	62,452	62,612	-3%	0%	0%	0%	0% Result of analysis of expenditures by object
Culture and Recreation	1,027,828	1,027,118	1,096,012	1,260,328	1,286,748	1,301,202	1,345,343	1,391,295	1,439,156	6%	3%	3%	3%	3% Result of analysis of expenditures by object
Home and Community Services	1,173,883	1,188,306	1,113,861	1,278,176	1,529,594	1,336,835	1,390,106	1,446,185	1,503,264	7%	4%	4%	4%	4% Result of analysis of expenditures by object
Employee Benefits (retirees only)	2,214,295	2,411,978	2,637,157	2,933,518	3,236,534	3,527,336	3,844,296	4,189,768	4,566,318	10%	9%	9%	9%	9% Result of analysis of expenditures by object
Debt Service	4,026,179	3,830,392	4,021,472	4,155,767	4,218,358	4,453,163	4,143,076	4,477,686	4,376,272	1%	-7%	6%	8%	-2% Result of analysis of expenditures by object
Interfund Transfers to Debt Service Fund	-	-	-	-	-	2,148,434	2,060,279	2,120,439	1,999,439	#DIV/0!	#DIV/0!	41%	41%	-6% Result of analysis of expenditures by object
Interfund Transfers to Other Funds	1,448,664	1,832,702	1,823,498	2,397,247	2,977,833	306,550	315,521	324,756	334,260	5%	3%	3%	3%	3% Result of analysis of expenditures by object
Other	-	-	-	277,365	297,833	-	-	-	-	#DIV/0!	#DIV/0!	3%	3%	3% Includes contingency
<b>Total Expenditures (by Function)</b>	<b>\$30,814,751</b>	<b>\$32,390,449</b>	<b>\$32,779,415</b>	<b>\$36,304,045</b>	<b>\$37,589,406</b>	<b>\$38,706,652</b>	<b>\$39,683,118</b>	<b>\$41,531,459</b>	<b>\$42,840,280</b>	5%	5%	5%	5%	
<b>Nonrecurring Expenditures Included Above (List):</b>														
Cloverdale demolition	\$	\$ 522,446	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Police grant expenditures	\$	\$ 39,104	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Fire grant expenditures	\$	\$	\$	\$	\$ 312,000	\$	\$	\$	\$	\$	\$	\$	\$	
Airport expenditures	\$	\$ 316,425	\$ 484,561	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Community development grant exp.	\$	\$ 16,702	\$ 6,250	\$ 26,649	\$ 245,700	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Nonrecurring Expenditures</b>	<b>\$</b>	<b>\$ 816,425</b>	<b>\$ 1,062,813</b>	<b>\$ 226,649</b>	<b>\$ 557,700</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 General Fund Surplus (Deficit), Reserves, and Impact of Local Actions

	Actual			Estimate			Forecast		
	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Surplus (Deficit)	\$2,289,318	\$1,564,559	\$2,051,071	(\$2,564,355)	(\$145,000)	(\$2,610,909)	(\$2,146,535)	(\$2,502,760)	(\$2,239,011)
<b>Budgetary Reserves and Other Net Assets*</b>									
Fund Equity, Beg. of Year	\$5,775,087	\$8,064,405	\$9,878,964	\$11,930,035	\$9,465,680	\$9,320,680	\$6,709,770	\$4,563,235	\$2,060,475
Fund Equity, End of Year	8,064,405	9,628,964	11,930,035	9,365,680	9,320,680	6,709,770	4,563,235	2,060,475	(178,536)
Reserved Fund Balance	1,526,367	1,914,216	3,307,141	845,733	910,733	875,733	840,733	805,733	770,733
<b>Unreserved Fund Balance</b>	<b>\$6,538,038</b>	<b>\$7,714,748</b>	<b>\$8,622,894</b>	<b>\$8,519,947</b>	<b>\$8,409,947</b>	<b>\$5,834,037</b>	<b>\$3,722,502</b>	<b>\$1,254,742</b>	<b>(\$949,269)</b>
<b>Potential Strategies to Promote Fiscal Balance</b>									
<i>Describe Recurring Local Actions:</i>									
Increase property tax levy by 5% - FY 09/10						\$355,882	\$355,882	\$355,882	\$355,882
Increase property tax levy by 5% - FY 10/11						\$373,676	\$373,676	\$373,676	\$373,676
Increase property tax levy by 5% - FY 11/12								\$392,360	\$392,360
Increase property tax levy by 5% - FY 12/13									\$411,978
Cut/delay proposed capital projects									
Departmental income - increase fees									
<i>Describe Nonrecurring Local Actions:</i>									
Appropriate unreserved fund balance						\$ 2,220,027	\$ 1,381,978	\$ 1,345,842	\$ 670,116
Appropriate reserved fund balance						\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
<i>Describe State Actions:</i>									
<i>Describe Other Actions:</i>									
<b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>					\$0	\$2,610,909	\$2,146,535	\$2,502,760	\$2,239,011
<b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b>									
New Surplus (Deficit)	2,289,318	1,564,559	2,051,071	(2,564,355)	(145,000)	0	0	0	0
Fund Equity, Beg. of Year	5,775,087	8,064,405	9,878,964	11,930,035	9,465,680	9,320,680	7,065,652	5,648,675	4,267,832
Fund Equity, End of Year	8,064,405	9,628,964	11,930,035	9,365,680	9,320,680	7,065,652	5,648,675	4,267,832	3,562,717
Reserved Fund Balance	1,526,367	1,914,216	3,307,141	845,733	910,733	875,733	840,733	805,733	770,733
<b>Unreserved Fund Balance</b>	<b>6,538,038</b>	<b>7,714,748</b>	<b>8,622,894</b>	<b>8,519,947</b>	<b>8,409,947</b>	<b>6,189,919</b>	<b>4,807,942</b>	<b>3,462,099</b>	<b>2,791,984</b>

\* Required by new State multiyear planning requirements for cities.

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 Water Fund

Description	Actual					Estimate					Forecast					Average Annual Increase, 2004-2012	Assumptions 2009/09-2011/12	2012-13	Description
	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2009-10	2010-11	2011-12	2012-13						
<b>Revenues</b>																			
Water Rents and Charges	\$ 3,855,583	\$ 4,002,737	\$ 4,240,959	\$ 4,451,650	\$ 4,456,394	\$ 4,419,883	\$ 4,408,041	\$ 4,419,060	\$ 4,365,854	4%	0%	0%	0%	0%	-1%	0%	0%	-1% Held constant	
Other (Interest, Penalties, Misc.)	\$ 79,051	\$ 89,795	\$ 146,536	\$ 104,366	\$ 94,230	\$ 94,128	\$ 95,032	\$ 95,962	\$ 96,919	10%	0%	0%	0%	0%	0%	0%	0%	1% Incremental increases	
Interfund Revenues	\$ 88,783	\$ 100,534	\$ 95,715	\$ 99,429	\$ 126,120	\$ 126,120	\$ 126,120	\$ 126,120	\$ 126,120	10%	0%	0%	0%	0%	0%	0%	0%	0% Incremental increases	
Interfund Transfers	\$ 3,633	\$ 6,807	\$ 1,700	\$ 3,600	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	34%	0%	0%	0%	0%	0%	0%	0%	0% Incremental increases	
<b>Total Revenues</b>	\$ 4,027,052	\$ 4,199,893	\$ 4,484,910	\$ 4,659,045	\$ 4,680,764	\$ 4,644,331	\$ 4,634,192	\$ 4,645,142	\$ 4,592,893	4%	0%	0%	0%	0%	3%	1%	0%	0%	
<b>Expenditures</b>																			
Administration	\$ 250,843	\$ 105,103	\$ 229,587	\$ 237,689	\$ 248,458	\$ 257,090	\$ 266,618	\$ 276,596	\$ 287,054	17%	3%	4%	4%	4%	3%	4%	4%	4% CFI	
Source of Supply, Power, & Pumping	\$ 406,807	\$ 407,334	\$ 501,907	\$ 461,001	\$ 476,500	\$ 605,446	\$ 594,799	\$ 519,573	\$ 654,780	5%	27%	27%	5%	5%	27%	-17%	3%	26% CFI	
Purification	\$ 1,116,189	\$ 1,176,176	\$ 1,158,373	\$ 1,300,371	\$ 1,368,601	\$ 1,423,484	\$ 1,475,935	\$ 1,530,864	\$ 1,588,729	5%	4%	4%	4%	4%	4%	4%	4%	4% CFI	
Distribution	\$ 945,327	\$ 885,240	\$ 971,753	\$ 1,044,324	\$ 1,188,137	\$ 1,158,702	\$ 1,204,132	\$ 1,251,896	\$ 1,302,153	6%	-2%	-2%	6%	6%	-2%	4%	4%	4% CFI	
Debt Service	\$ 1,545,585	\$ 1,499,972	\$ 1,640,331	\$ 1,561,375	\$ 1,402,534	\$ 1,168,675	\$ 1,174,139	\$ 1,177,824	\$ 899,823	-2%	-17%	-17%	0%	0%	-17%	0%	0%	-24% Per actual debt schedule + projected capital projects	
Interfund Transfers	\$ 18,143	\$ 7,023	\$ 7,500	\$ 34,300	\$ 97,500	\$ 101,720	\$ 159,945	\$ 123,178	\$ 105,417	246%	4%	57%	4%	4%	57%	-23%	0%	-14% CFI	
Other	\$ 150,488	\$ 13,060	\$ 151,898	\$ 180,314	\$ 254,014	\$ 273,433	\$ 294,503	\$ 317,364	\$ 342,175	16%	8%	8%	8%	8%	8%	8%	8%	8% CFI	
<b>Total Expenditures</b>	\$ 4,430,392	\$ 4,213,508	\$ 4,661,349	\$ 4,670,173	\$ 5,030,764	\$ 4,988,552	\$ 5,080,072	\$ 5,197,296	\$ 5,179,832	3%	4%	4%	4%	4%	4%	2%	3%	3%	
<b>Surplus (Deficit)</b>	\$ (403,339)	\$ (15,615)	\$ (176,439)	\$ (11,128)	\$ (350,000)	\$ (344,220)	\$ (445,879)	\$ (552,154)	\$ (586,939)										
<b>Potential Strategies to Promote Fiscal Balance</b>																			
<i>Describe Local Actions</i>																			
Increase water rates (FY 09/10 = 4.6%)						\$ 229,420	\$ 229,420	\$ 229,420	\$ 229,420										
Increase water rates (FY 10/11 = 5.1%)																			
Increase water rates (FY 11/12 = 2.4%)																			
Increase water rates (FY 12/13 = -1.9%)																			
Appropriate fund balance																			
Appropriate congaulation reserve fund balance																			
<i>Describe State Actions</i>																			
<i>Describe Other Actions</i>																			
<b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>						\$ 344,420	\$ 445,879	\$ 552,154	\$ 586,939										
<b>Budgetary Reserves and Other Net Assets</b>																			
Fund Equity, Beg. of Year	\$ 1,479,646	\$ 1,476,316	\$ 1,462,701	\$ 1,286,262	\$ 1,275,134	\$ 925,134	\$ 580,714	\$ 134,835	\$ (417,319)										
Fund Equity, End of Year	\$ 1,476,316	\$ 1,476,316	\$ 1,286,262	\$ 1,275,134	\$ 925,134	\$ 580,714	\$ 134,835	\$ (417,319)	\$ (1,004,258)										
Reserved Fund Balance	\$ 601,240	\$ 603,403	\$ 84,288	\$ 455,348	\$ 145,000	\$ 70,000	\$ 110,000	\$ 130,000	\$ 70,000										
Unreserved Fund Balance	\$ 875,076	\$ 872,913	\$ 1,201,974	\$ 819,786	\$ 780,134	\$ 310,714	\$ 24,835	\$ (567,319)	\$ (1,074,258)										
<b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b>																			
New Surplus (Deficit)																			
Fund Equity, Beg. of Year	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)										
Fund Equity, End of Year	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)										
Reserved Fund Balance	\$ 145,000	\$ 145,000	\$ 84,288	\$ 455,348	\$ 145,000	\$ 70,000	\$ 110,000	\$ 130,000	\$ 70,000										
Unreserved Fund Balance	\$ 730,076	\$ 727,913	\$ 1,201,974	\$ 819,786	\$ 780,134	\$ 310,714	\$ 24,835	\$ (567,319)	\$ (1,074,258)										

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 Sewer Fund

Revenues	Actual					Estimate		Forecast					Average Annual Increase 2004-present	Assumptions 2008/09 - 2011/12					Description
	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2009-10	2010-11	2011-12		2012-13	2009-10	2010-11	2011-12	2012-13	
.. Sewer Rents and Charges	\$ 4,056,175	\$ 4,095,645	\$ 4,224,686	\$ 3,544,914	\$ 3,910,275	\$ 3,940,000	\$ 3,961,860	\$ 3,986,275	\$ 4,062,109	\$ 3,940,000	\$ 3,961,860	\$ 3,986,275	\$ 4,062,109	0%	1%	1%	1%	2% Sewer rents held constant, DANC adjusted for debt service	
.. Other (Interest, Penalties, Misc.)	\$ 82,646	\$ 82,965	\$ 116,183	\$ 80,646	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	\$ 78,500	2%	0%	0%	0%	0% Incremental changes	
.. Interfund Revenues	\$ 180,161	\$ 141,728	\$ 138,821	\$ 158,452	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	\$ 170,212	0%	0%	0%	0%	0% CPI	
.. Interfund Transfers	\$ 11,370	\$ 10,589	\$ 2,487	\$ 3,510	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	-11%	0%	0%	0%	0% Held constant	
Total Revenues	\$ 4,390,352	\$ 4,390,927	\$ 4,482,177	\$ 3,787,522	\$ 4,162,487	\$ 4,192,212	\$ 4,214,072	\$ 4,238,437	\$ 4,314,321	\$ 4,192,212	\$ 4,214,072	\$ 4,238,437	\$ 4,314,321	-1%	1%	1%	1%		
Expenditures	\$ 129,023	\$ 133,083	\$ 128,071	\$ 126,914	\$ 132,046	\$ 137,687	\$ 142,810	\$ 148,178	\$ 153,805	\$ 137,687	\$ 142,810	\$ 148,178	\$ 153,805	1%	4%	4%	4%	4% CPI	
.. Administration	\$ 366,731	\$ 365,779	\$ 398,377	\$ 451,419	\$ 455,640	\$ 471,131	\$ 488,548	\$ 506,792	\$ 525,914	\$ 471,131	\$ 488,548	\$ 506,792	\$ 525,914	4%	4%	4%	4%	4% CPI	
.. Sanitary Sewer	\$ 2,225,885	\$ 2,219,548	\$ 2,410,111	\$ 2,506,160	\$ 2,727,529	\$ 2,755,874	\$ 2,848,264	\$ 2,944,375	\$ 3,044,406	\$ 2,755,874	\$ 2,848,264	\$ 2,944,375	\$ 3,044,406	3%	3%	3%	3%	3% CPI	
.. Sewage Treatment	\$ 1,435,116	\$ 1,388,998	\$ 1,497,748	\$ 598,511	\$ 702,204	\$ 843,648	\$ 922,058	\$ 941,074	\$ 974,002	\$ 843,648	\$ 922,058	\$ 941,074	\$ 974,002	-10%	9%	9%	9%	3% Per actual debt schedule + projected capital projects	
.. Debt Service	\$ 78,373	\$ 67,447	\$ 127,504	\$ 146,733	\$ 145,068	\$ 175,693	\$ 227,204	\$ 252,077	\$ 215,197	\$ 175,693	\$ 227,204	\$ 252,077	\$ 215,197	22%	29%	11%	11%	-13% CPI	
.. Other	\$ 4,255,128	\$ 4,174,855	\$ 4,561,811	\$ 3,829,736	\$ 4,162,487	\$ 4,384,034	\$ 4,628,885	\$ 4,792,495	\$ 4,913,324	\$ 4,384,034	\$ 4,628,885	\$ 4,792,495	\$ 4,913,324	0%	5%	6%	4%	3%	
Total Expenditures	\$ 75,224	\$ 156,072	\$ (79,634)	\$ (42,214)	\$ -	\$ (191,822)	\$ (414,813)	\$ (554,059)	\$ (599,003)	\$ (191,822)	\$ (414,813)	\$ (554,059)	\$ (599,003)						
Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191,822	\$ 414,813	\$ 554,059	\$ 599,003	\$ 191,822	\$ 414,813	\$ 554,059	\$ 599,003						
Potential Strategies to Promote Fiscal Balance																			
Describe Local Actions																			
Increase sewer rates (FY09/10 = 5.4%)														\$ 191,822	\$ 191,822	\$ 191,822	\$ 191,822		
Increase sewer rates (FY10/11 = 6.0%)														\$ 222,991	\$ 222,991	\$ 222,991	\$ 222,991		
Increase sewer rates (FY11/12 = 3.5%)														\$ 139,246	\$ 139,246	\$ 139,246	\$ 139,246		
Increase sewer rates (FY12/13 = 1.1%)														\$ 44,944	\$ 44,944	\$ 44,944	\$ 44,944		
Appropriate fund balance														\$ -	\$ -	\$ -	\$ -		
Describe State Actions																			
Describe Other Actions																			
Total Effect of Strategies to Promote Fiscal Balance														\$ 191,822	\$ 414,813	\$ 554,059	\$ 599,003		
Budgetary Reserves and Other Net Assets																			
Fund Equity, Beg. of Year	\$ 343,245	\$ 418,469	\$ 574,541	\$ 494,907	\$ 452,693	\$ 452,693	\$ 260,872	\$ (153,941)	\$ (153,941)	\$ 452,693	\$ 260,872	\$ (153,941)	\$ (708,000)						
Fund Equity, End of Year	\$ 418,469	\$ 574,541	\$ 494,907	\$ 452,693	\$ 452,693	\$ 260,872	\$ (153,941)	\$ (708,000)	\$ (1,307,003)	\$ 452,693	\$ 260,872	\$ (153,941)	\$ (708,000)						
Reserved Fund Balance	\$ 148,053	\$ 8,632	\$ 64,472	\$ 60,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000						
Unreserved Fund Balance	\$ 270,416	\$ 565,909	\$ 430,435	\$ 392,693	\$ 402,693	\$ 210,872	\$ (203,941)	\$ (738,000)	\$ (1,337,003)	\$ 402,693	\$ 210,872	\$ (203,941)	\$ (738,000)						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance																			
New Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Fund Equity, Beg. of Year	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693						
Fund Equity, End of Year	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693	\$ 452,693						
Reserved Fund Balance	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000						
Unreserved Fund Balance	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693	\$ 402,693						

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 Capital Projects Plan - General Fund Only\*\*\*

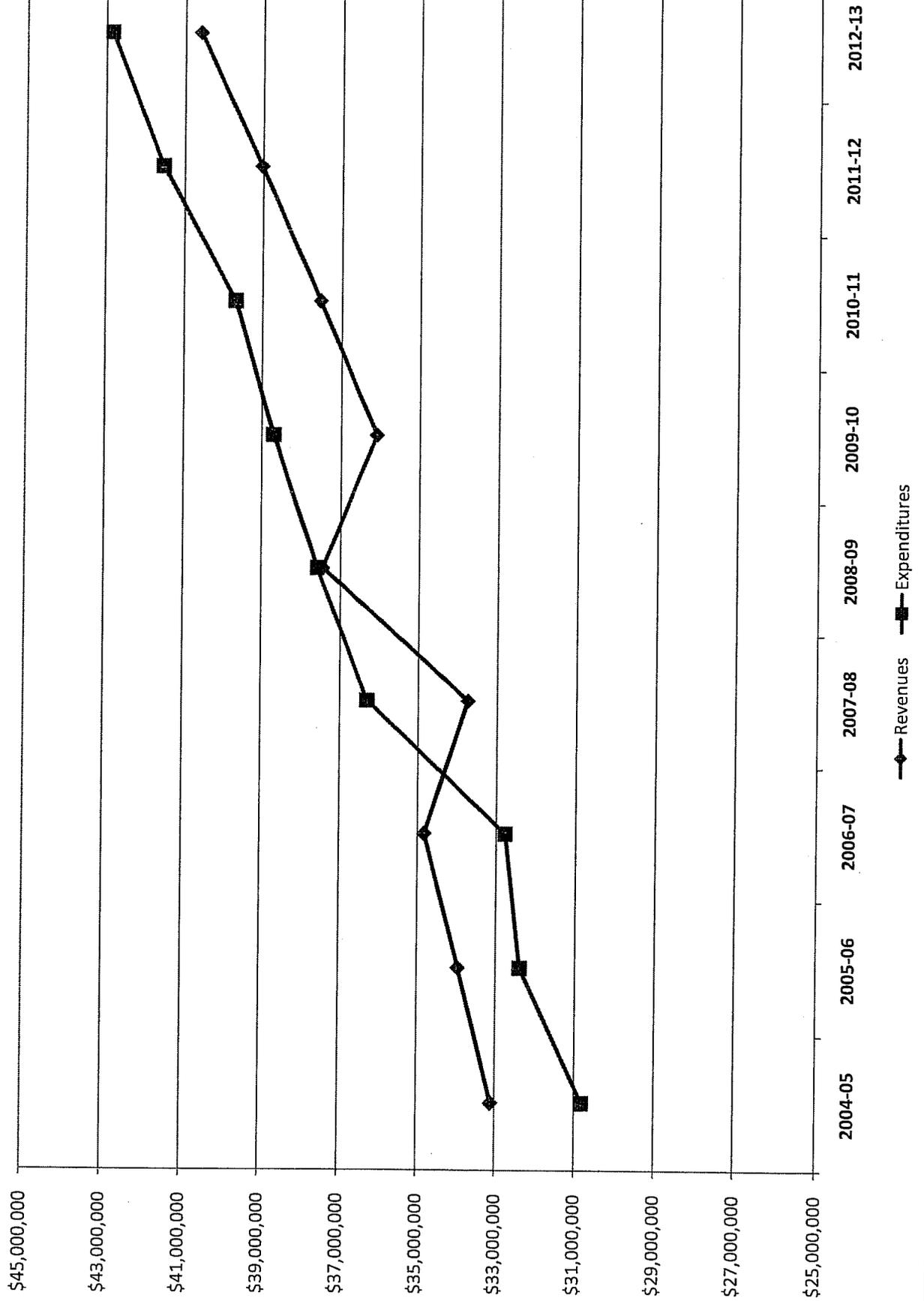
	Projected Net Cost of Project				Project Life (years)	Interest Rate	Fund	Source of Financing
	2009-10	2010-11	2011-12	2012-13				
<b>Bonded Projects (net City cost after applicable Federal / State reimbursements):</b>								
Facility Improvements	\$ 350,000	\$ 890,000	\$ 1,125,000	\$ 2,150,000	10-15	4.75% - 6.50%	General	Taxes
Vehicles and Equipment	\$ 855,000	\$ 405,000	\$ 240,000	\$ 1,075,000	5-10	4.75% - 6.50%	General	Taxes
Bridge Reconstruction	\$ -	\$ 300,000	\$ -	\$ -	15	4.75% - 6.50%	General	Taxes
Sidewalk Construction	\$ 232,000	\$ 200,000	\$ 160,000	\$ 125,254	15	4.75% - 6.50%	General	Taxes
Storm Sewer / Drainage	\$ 373,000	\$ 2,460,000	\$ 655,550	\$ 995,503	10 - 25	4.75% - 6.50%	General	Taxes
Street Construction	\$ 740,000	\$ 1,621,500	\$ 1,228,400	\$ 2,839,420	15	4.75% - 6.50%	General	Taxes
<b>Pay-As-You-Go Projects:</b>								
Vehicles and Equipment	\$ 647,000	\$ 466,000	\$ 707,500	\$ 611,000		N/A	General	Taxes
Facility Improvements	\$ 425,000	\$ 490,000	\$ 280,000	\$ 190,000		N/A	General	Taxes
Infrastructure	\$ 90,000	\$ 90,000	\$ 90,000	\$ 126,000		N/A	General	Taxes
Subtotal: Value of Projects Financed Through Bonding	\$2,550,000	\$5,876,500	\$3,408,950	\$7,185,177				
Subtotal: Pay-As-You-Go	\$1,162,000	\$1,046,000	\$1,077,500	\$927,000				
Total	\$3,712,000	\$6,922,500	\$4,486,450	\$8,112,177				
<b>Additional Debt Service Payments:</b>								
Additional Pay-as-You-go Payments	\$874,517	\$1,126,901	\$1,728,511	\$2,117,511				
Total Additional Capital Payments	\$1,162,000	\$1,046,000	\$1,077,500	\$927,000				
	\$2,036,517	\$2,172,901	\$2,806,011	\$3,044,511				

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2008/09 through 2012/13  
 Employment / Salary Negotiations

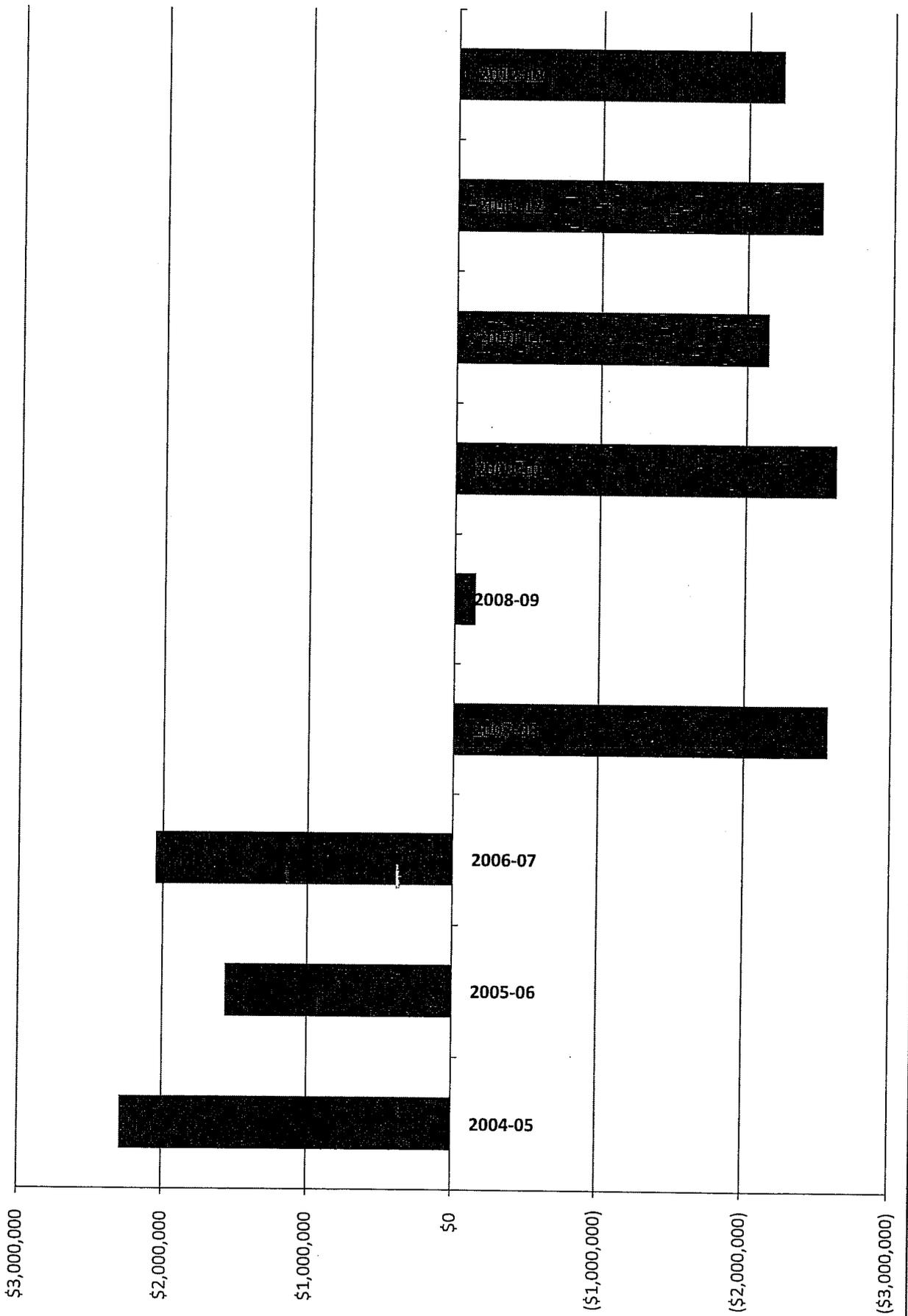
Bargaining Unit	Date of Contract	Length of Contract	Actual		Estimate		Adopted		Forecast			
			2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	
Police	7/1/2006	3 years	3.00%	3.00%	4.00%	4.00%	3.50%	3.00%	3.00%	3.00%	3.00%	
Fire	7/1/2006	3 years	3.00%	3.50%	4.00%	4.00%	3.50%	3.00%	3.00%	3.00%	3.00%	
CSEA	7/1/2005	3 years	2.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	
IBEW	7/1/2007	2 years	3.00%	3.00%	3.00%	3.25%	3.25%	3.25%	3.00%	3.00%	3.00%	
<b>Number of Employees*</b>												
Total			435	425	434	448	449	449	449	449	449	
Full-time			322	318	324	336	337	337	337	337	337	
Part-time			29	28	32	25	25	25	25	25	25	
Seasonal			84	79	78	87	87	87	87	87	87	
Full-time equivalents (FTE's)			360	345	339	349	350	350	350	350	350	

\* Required by new State multiyear planning requirements for cities.

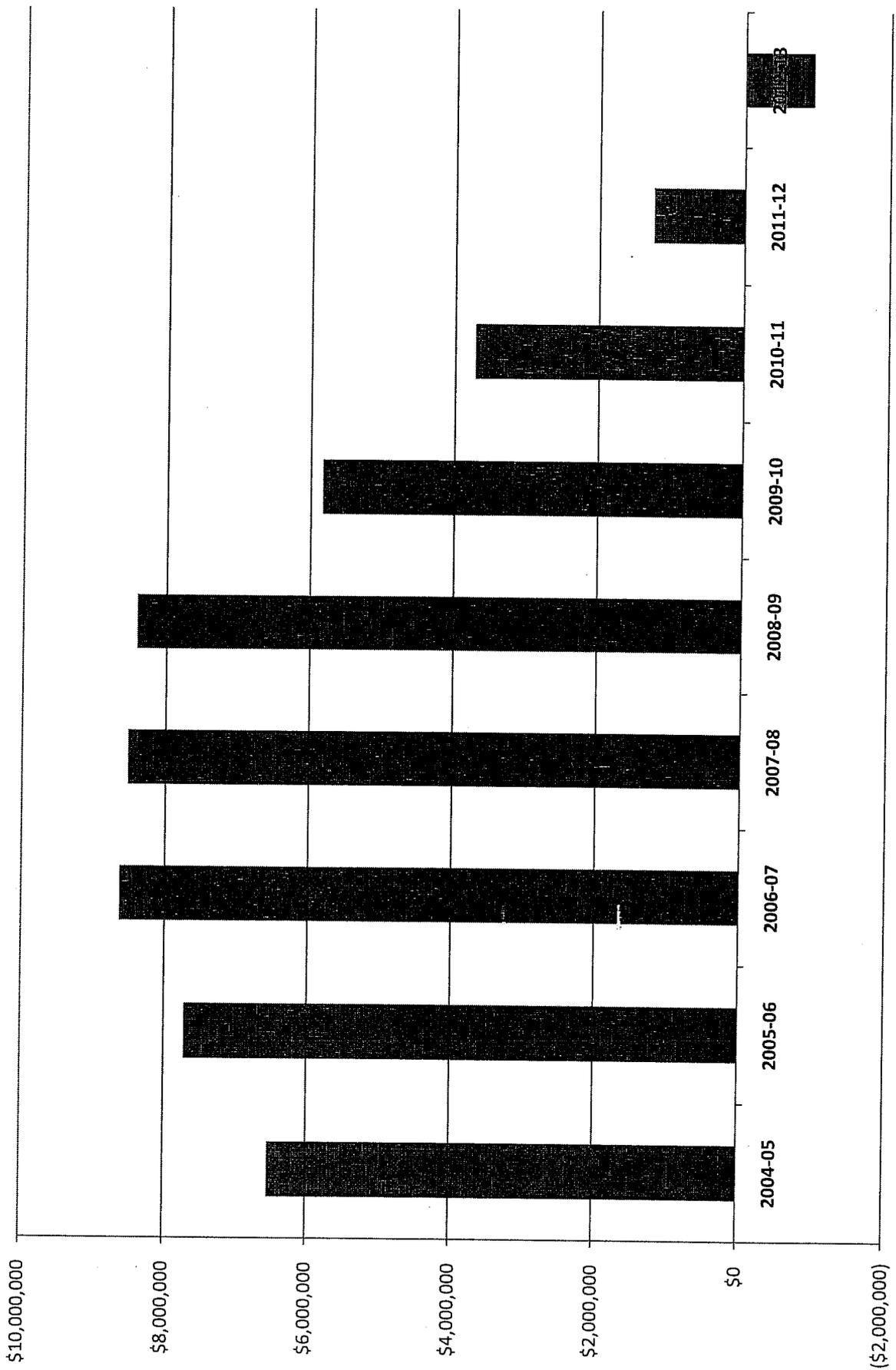
# General Fund: Revenues and Expenditures



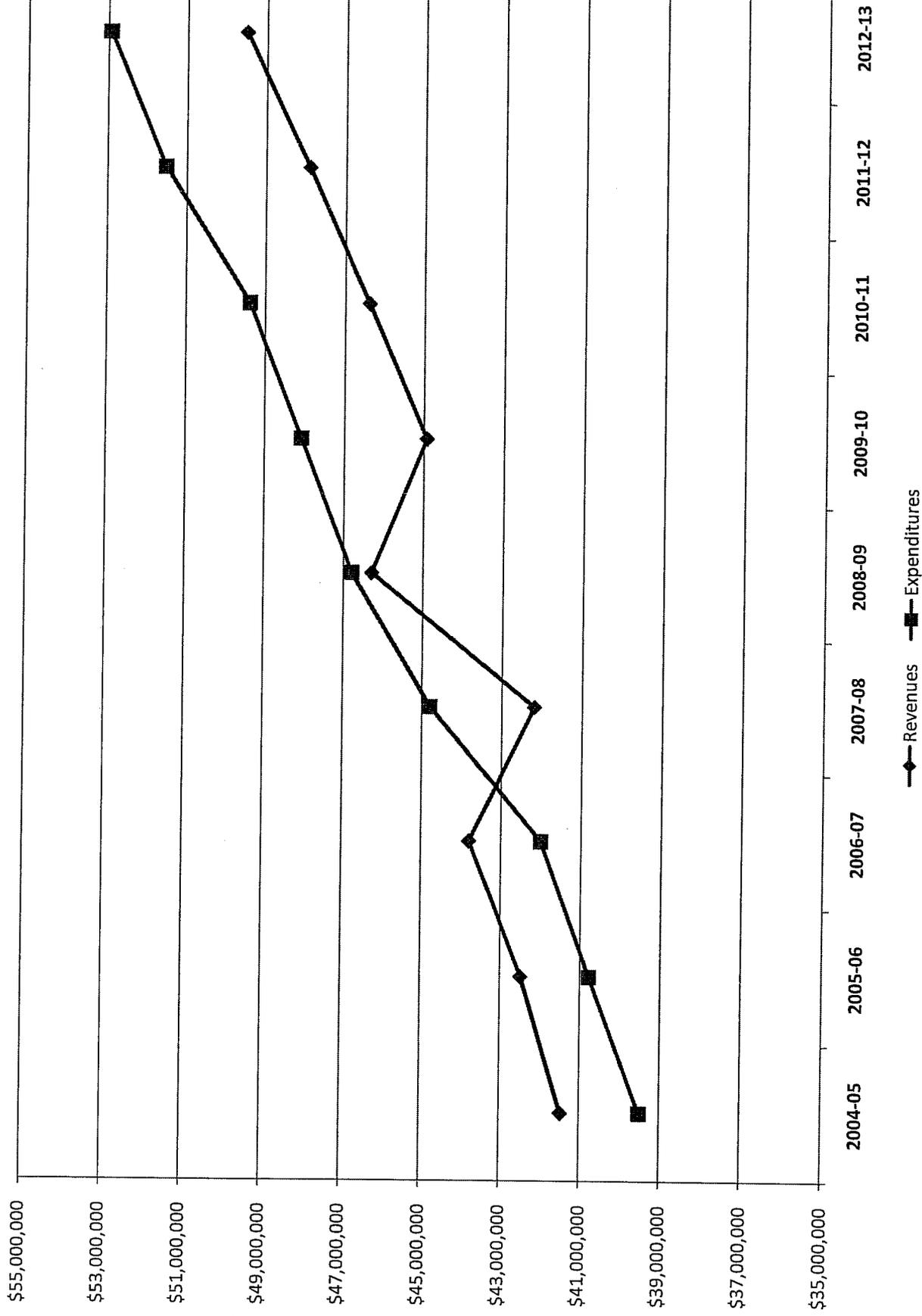
# General Fund: Surplus (Deficit)



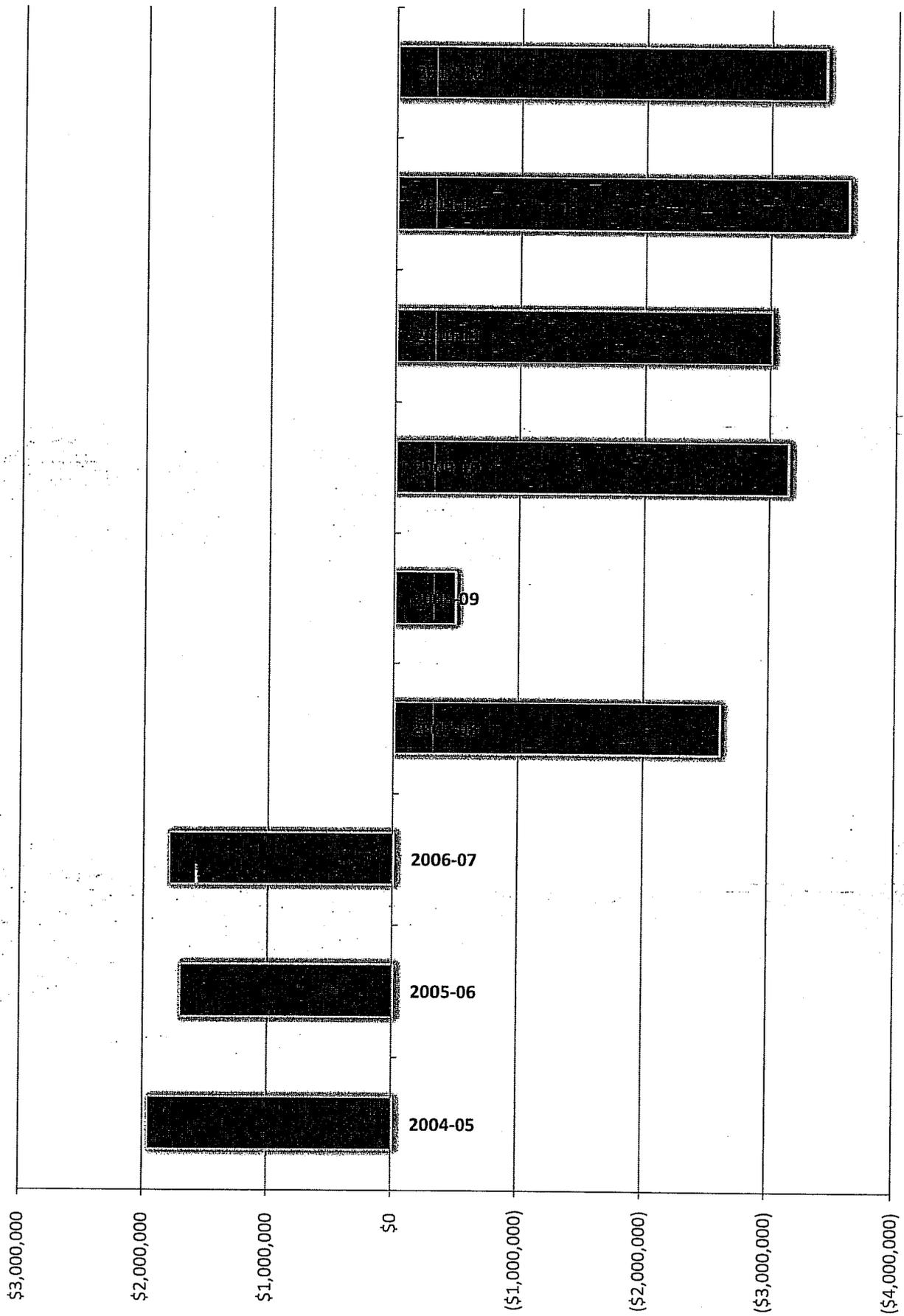
# General Fund Balance: Unreserved Ending Fund Balance (Actual and Projected)



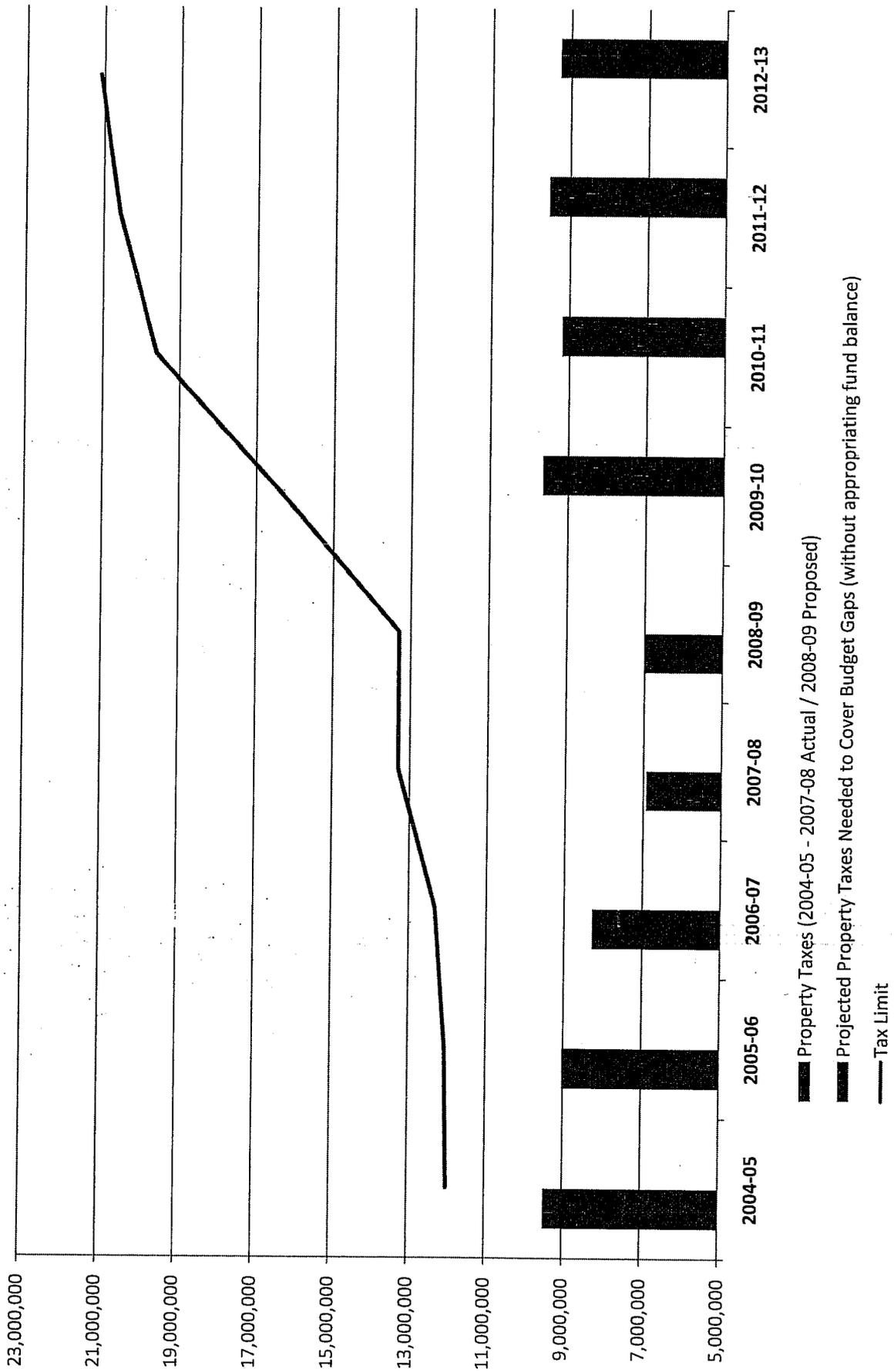
# Major Funds: Revenues and Expenditures



# Major Funds: Surplus (Deficit)



# Property Tax Levy Necessary to Cover Projected Budget Gaps



**CITY OF WATERTOWN CAPITAL  
BUDGET  
FIVE YEAR PLAN**

**FY 2008-09 projects**

**FY 2009-10 projects**

**GENERAL FUND:**

**FACILITY IMPROVEMENTS:**

Arena	Roof rehabilitation and internal steel rehab	\$ 650,000	Front entrance	\$ 75,000	Dres
	Second ice sheet engineering study	\$ 50,000			Rear
Property Remediations			Brownfields	\$ 1,000,000	
DPW Facilities	Vehicle wash facility improvements, ventilation and rail extensions	\$ 125,000			Salt
	Administration building freight elevator	\$ 125,000			
Fairgrounds	Stadium parking lot phase I	\$ 50,000	Stadium parking lot phase II	\$ 25,000	Base
					Mult
Fire Department					
Municipal Buildings			Chiller and tower replacement	\$ 150,000	City
Municipal Maintenance					
Outdoor Pools	Flynn pool entrance road and parking lot overlay	\$ 50,000	Flynn Pool resurface	\$ 100,000	Alter
					Flynn
Parking Lots	J.B. Wise parking lot	\$ 1,000,000	Arsenal St lot (upper)	\$ 65,000	Arsenal
Police					
Recreation			Kostyck Field tennis / basketball court construction	\$ 75,000	Mar
River Parks Development					
Thompson Park			Roadway Paving	\$ 50,000	Road
			Walkway Paving	\$ 25,000	Ston
					Wall
Traffic Control & Lighting			Pearl / East Main / Starbuck	\$ 60,000	Facto
<b>TOTAL FACILITY IMPROVEMENTS</b>		<b>\$ 2,050,000</b>		<b>\$ 1,625,000</b>	



**CITY OF WATERTOWN CAPITAL  
BUDGET  
FIVE YEAR PLAN**

**FY 2008-09 projects**

**FY 2009-10 projects**

**MAINTENANCE OF BRIDGES:  
BRIDGE**

**TOTAL MAINTENANCE OF  
BRIDGES**

**SIDEWALK CONSTRUCTION:**

Sidewalk Construction

Citywide Sidewalk Construction

Breen Avenue

\$ 180,000

\$ 168,000

Citywide Sidewalk Construction

N. Michigan / Bronson St

\$ 180,000

\$ 232,000

**TOTAL SIDEWALK  
CONSTRUCTION**

\$ 348,000

\$ 412,000

**STORM SEWER/DRAINAGE:**

Storm Sewer

Breen Avenue

Emmett St. (Palmer St. - Bellew Ave.)

\$ 154,000

\$ 75,000

N. Michigan / Bronson St

Flower Avenue DESIGN

Barben Ave. - Washington Street DESIGN

\$ 203,000

\$ 70,000

\$ 100,000

**TOTAL STORM SEWERS**

\$ 229,000

\$ 373,000

**STREET CONSTRUCTION:**

Street Construction

CHIPS

N. Michigan / Bronson St DESIGN

Breen Avenue DESIGN

Breen Avenue

\$ 500,000

\$ 120,000

\$ 156,000

\$ 1,035,000

CHIPS

N. Michigan / Bronson St

\$ 400,000

\$ 740,000

**TOTAL STREET CONSTRUCTION**

\$ 1,811,000

\$ 1,140,000

**TOTAL GENERAL FUND**

\$ 5,435,500

\$ 5,122,000

**GENERAL FUND**

FACILITY IMPROVEMENTS

VEHICLES AND EQUIPMENT

MAINTENANCE OF BRIDGES

SIDEWALK RECONSTRUCTION

STORM SEWER/DRAINAGE

STREET CONSTRUCTION

**TOTAL GENERAL FUND**

**2008-09**

\$ 2,050,000

\$ 997,500

\$ -

\$ 348,000

\$ 229,000

\$ 1,811,000

\$ 5,435,500

**2009-10**

\$ 1,625,000

\$ 1,572,000

\$ -

\$ 412,000

\$ 373,000

\$ 1,140,000

\$ 5,122,000



MAP NUMBER:

PROJECT NAME:

TITLE:

CITY OF WATERTOWN  
PUBLIC WORKS DEPARTMENT

1989-2009 STREET OVERLAP  
RECONSTRUCTION PROJECTS

**CITY OF WATERTOWN CAPITAL  
BUDGET  
FIVE YEAR PLAN**

**FY 2008-09 projects**

**FY 2009-10 projects**

**WATER FUND**

**FACILITY IMPROVEMENTS:**

Facility Improvements

**TOTAL FACILITY  
IMPROVEMENTS**

**VEHICLES / EQUIPMENT /  
TECHNOLOGY**

VEHICLES / EQUIPMENT /  
TECHNOLOGY

Disinfectant by-product study/equipment

\$ 100,000

Single Axle Dump Truck

\$ 100,000

Meter Reader Car

\$ 22,000

Utility Service Truck

\$ 32,000

**TOTAL VEHICLES / EQUIPMENT /  
TECHNOLOGY**

\$ 100,000

\$ 154,000

**WATER MAIN REPLACEMENT:**

Water Mains

Breen Avenue

\$ 336,000

N. Michigan / Bronson St

\$ 104,000

Arcade Street

\$ 45,000

Reservoir Main-Parallel line Installation

\$ 1,000,000

Reservoir Main-Parallel line Installation design

\$ 100,000

Madison Avenue

\$ 48,000

**TOTAL WATER MAIN  
REPLACEMENTS**

\$ 481,000

\$ 1,152,000

**TOTAL WATER FUND**

\$ 581,000

\$ 1,306,000

**WATER FUND**

FACILITY IMPROVEMENTS

\$ -

\$ -

WATER MAIN REPLACEMENT

\$ 481,000

\$ 1,152,000

VEHICLES AND EQUIPMENT

\$ 100,000

\$ 154,000

**TOTAL WATER FUND**

\$ 581,000

\$ 1,306,000



**CITY OF WATERTOWN CAPITAL  
BUDGET  
FIVE YEAR PLAN**

**LIBRARY FUND**

**FACILITY IMPROVEMENTS:  
FACILITY IMPROVEMENTS**

**FY 2008-09 projects**

**FY 2009-10 projects**

**TOTAL FACILITY  
IMPROVEMENTS**

**VEHICLES / EQUIPMENT /  
TECHNOLOGY  
VEHICLES / EQUIPMENT /  
TECHNOLOGY**

**TOTAL VEHICLES / EQUIPMENT /  
TECHNOLOGY**

**TOTAL LIBRARY FUND**

**LIBRARY FUND**

**FACILITY IMPROVEMENTS  
VEHICLES AND EQUIPMENT  
TOTAL LIBRARY FUND**

	<b>FY 2008-09 projects</b>	<b>FY 2009-10 projects</b>	
		Roof rehabilitation	\$ 60,000
		Marble fence rehabilitation	\$ 9,700
	\$ -		\$ 69,700
	\$ -		\$ -
	\$ -		\$ 69,700
	\$ -		\$ 69,700
	\$ -		\$ -
	\$ -		\$ 69,700