

THE CITY OF
WATERTOWN
NEW YORK



FISCAL YEAR
2011-2012

ADOPTED BUDGET

**CITY OF WATERTOWN
NEW YORK**

**ADOPTED BUDGET
2011-12**

City Council

Jeffrey E. Graham, Mayor

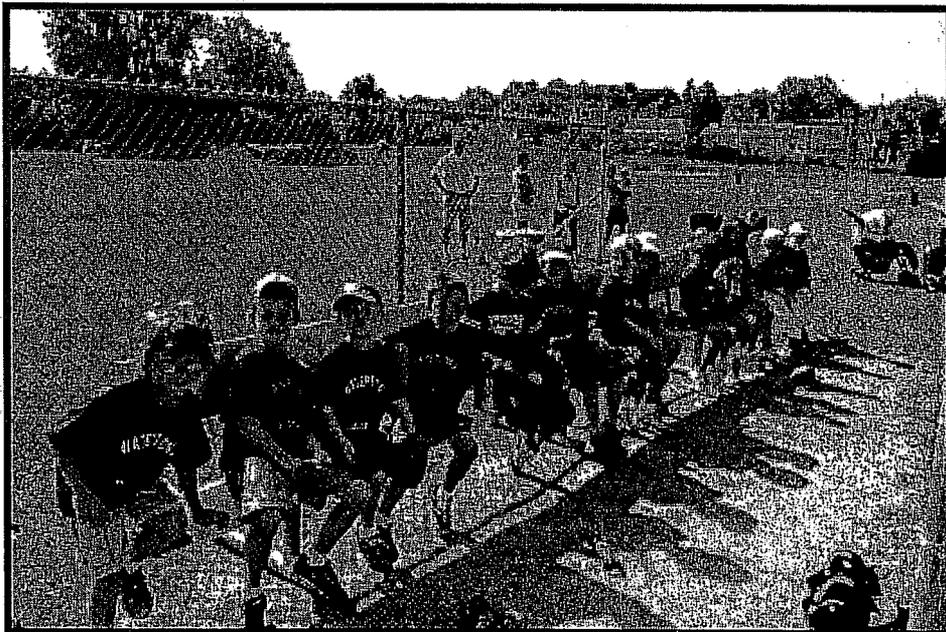
Roxanne M. Burns Joseph M. Butler, Jr.
Teresa R. Macaluso Jeffrey M. Smith

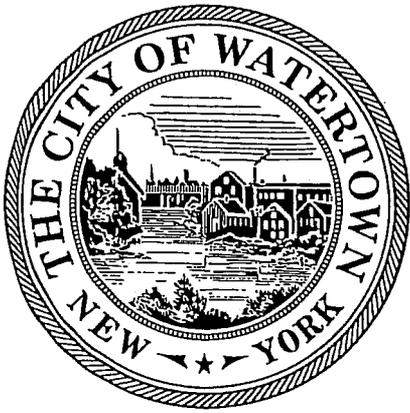
Mary M. Corriveau
City Manager

Donna Dutton	City Clerk
James Mills	City Comptroller
Kurt Hauk	City Engineer
Joseph Goss	Police Chief
Dale Herman	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
Slye & Burrows	City Attorney

City Profile

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2010 Census)	27,023
Population Density (per acre)	4.45
Land Area (square miles)	9.4
Annual Unemployment Rate (City) 2010	9.6%
2010 Equalized Full Value of Real Property @95%	\$1,504,048.00
Median Household Income (2000)	\$28,429
Building/Maintenance Permits Issued (2010)	642 Permits - \$22,362,756 value
Miles of Street	95.4
Number of Acres of Parks and Playgrounds	491
Number of Streetlights	2,727
Public Utilities (number of active accounts)	
Water and Sewer	8,882
Bond Rating (General Obligation Bonds)	Moody's Investor Services A1
Number of Employees	Full Time 324 Part Time 48





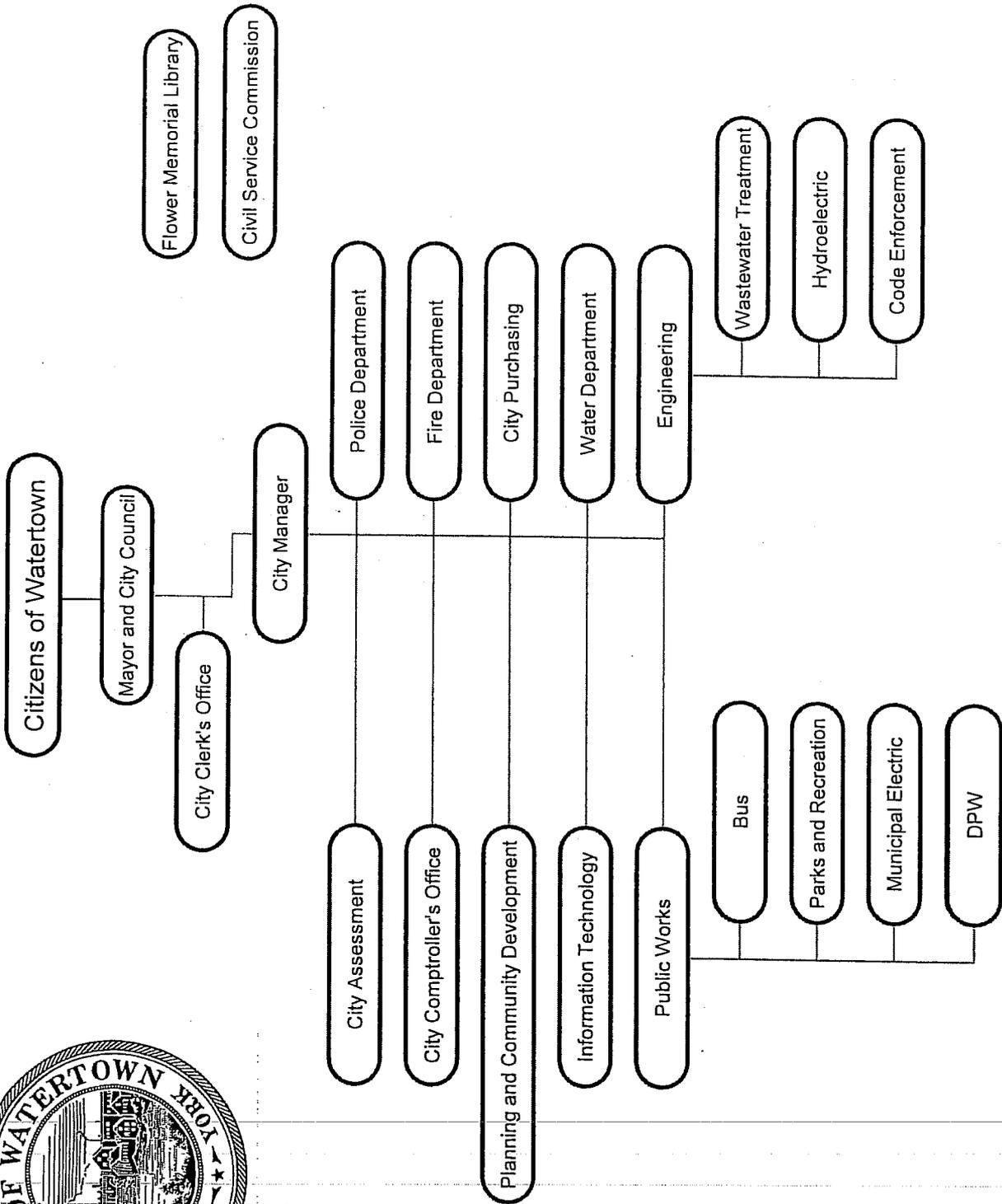
The City of Watertown, New York fosters an environment that ensures the health, safety and general welfare of the community and its visitors by providing responsive services.

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 of Watertown Proposed Budget Table of Contents

GENERAL FUND:	Budget Message	i-x
	Calculation of Property Tax Rate	2
	Constitutional Tax Limit	3
	Revenue Summary	4
	Revenue Detail	5-17
	Appropriation Summary	18-19
Appropriation Detail:		
General Govt. Support:	Legislative Board	20-22
	Mayor	23-25
	Municipal Executive	26-28
	Comptroller Dept.	29-32
	Purchasing Dept.	33-35
	Assessment Dept.	36-38
	Tax Advertising Exp.	39
	Fiscal Agent Fees	39
	Judgments & Claims	39
	Purchase of Land	39
	Taxes on Municipal Property	39
	Contingent	39
	Expenses on Property Acquired	40-42
	City Clerk	43-45
	Law	46-48
	Civil Service	49-51
	Engineering	52-55
Public Works:		
	Summary	56

City of Watertown

Proposed Budget Table of Contents

	Administration	57-60
	Central Garage	61-65
	Building and Grounds Maintenance	66-70
	Maintenance of Roads	71-75
	Snow Removal	76-79
	Storm Sewer	80-83
	Refuse and Recycling	84-87
General Govt. Support:	Buildings	88-90
	Central Printing & Mail	91-93
	Information Technology	94-98
Public Safety:	Police Department	99-104
	Fire Department	105-110
	Control of Animals	111-113
	Bureau of Code Enforcement	114-117
Street Lighting:		
	Production Expense	118-120
	Municipal Traffic Control & Lighting	121-124
Transportation:	Bus Operations	125-129
	City Parking Facilities	130-132
Economic Development:	CAPC	133
	Publicity	133
	Economic Development	133
General Govt. Support:	Historian	133
	Zoning	133
Parks & Recreation:		
	Summary	134
	Administration	135-139
	Thompson Park	140-144
	Playgrounds	145-148
	Fairgrounds	149-153
	Athletic Programs	154-157
	Outdoor Pools	158-161
	Ice Arena	162-166
	Planning	167-169
Fringe Benefits:	Workers' Compensation	170
	Unemployment Insurance	170
	Health Insurance, Retirees	170

City of Watertown

Proposed Budget Table of Contents

	Medicare Part B - Retirees	170
	Compensated Absences	170
	Employee Benefits - Other	170
Transfers/Reserves:	General Liability Reserve	170
	Library Fund Transfer	170
	Capital Fund Reserve	170
	Transfer Capital Fund	170
	Black River Trust	170
	General Fund Debt	171-172
WATER FUND:		
	Fund Summary	174
	Revenue Detail	175-176
Appropriation Detail:		
	Administration	177-182
	Source of Supply, Power	183-186
	Purification	187-190
	Transmission & Distribution	191-196
	General	197
	Water Fund Debt	197-198
SEWER FUND:		
	Fund Summary	200
	Revenue Detail	201-202
Appropriation Detail:		
	Administration	203-208
	Sanitary Sewer	209-212
	Sewage Treatment Plant	213-219
	General	220
	Sewer Fund Debt	220-221
LIBRARY:		
	Fund Summary	223
	Revenue Detail	224-225
Appropriation Detail:		
	Administration	226-229
	General	230
	Library Debt	230-231
TOURISM FUND:		
	Fund Summary	233

City of Watertown Proposed Budget Table of Contents

RESERVE FUNDS:

Mandatory Reserve Fund	236
Compensation Reserve Fund	237
Risk Retention Fund	238
Debt Service Fund	239

SELF INSURANCE FUND:

Fund Summary and Detail	241-243
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CAPITAL FUND:

Computation of Debt Limit	245
Fund Summary	246-247
Fund Detail	248-290

MULTI YEAR FINANCIAL FORECAST:

Multi year Plan	292-309
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EXEMPTION IMPACT REPORT:

Exemption Impact Report	311-320
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April 18, 2011

Honorable Mayor and City Council Members:

While it may seem that not much has changed since writing this message last year, much has. We have new leadership at the federal and state level. At the state level we were pleased to see the budget deliberations conclude prior to April 1. While municipalities experienced reductions in state aid as part of this year's budget, they were not as dramatic as those impacting school districts. Our federal leaders are just now putting the finishing touches on a budget that began back in October 2010. At the same time they are in discussions regarding cuts for the upcoming fiscal year, some of which will impact funding for programs like Community Development Block Grants and highway programs. Much needed belt tightening is happening at all levels. Our job is to stay abreast of the changes that impact this community's fiscal well being and our ability to provide services.

While our sales tax has grown and we continue to see commercial and residential development, the City of Watertown is not insulated from the downturn in the economy. We are seeing some of the same impacts here locally that are being felt in small towns across the nation. Unemployment is up, interest rates are down; people are worried about their ability to pay their bills, the increasing cost of gasoline, and their ability to financially sustain their homes.

Our proximity to Canada has helped to stabilize our economy this year, as the value of the American dollar fell and more Canadians travelled to our area. The promotion we did with the Town of Watertown and the Thousand Island Regional Tourism Council drew Canadians to our community at a time when we needed an economic boost.

The City, like everyone, is challenged by the increased cost of doing business. Our job is to take care of the people of this community, come to their rescue if they are hurt, fight their fires, repair the infrastructure, provide for basic needs like water and sewer service and develop quality of life services that grow and change along with the community.

Projected increases in retirement contribution rates, low interest rates, and uncertainties related to future state aid, influence this year's operating budget and will be factors for the foreseeable future. The impact of increases in retirement rates over the coming years will indeed be substantial. Over the next four years the City will have increased retirement

payments totaling \$5,000,000, when you compare projected future rates to those that are included in this year's spending plan. During our discussions with the NYS Retirement System, we learned that retirement rates for non-uniformed personnel will continue to grow from the current year's 16.9% to 25.1% in 2014-2015, with a five year step down beginning in 2015-16. For Police and Fire personnel, the current year's expense is 22.0% and it will grow to 31.9% in Fiscal Year 2014-15. This one expense will continue to influence the fiscal plans for the City of Watertown and other communities for years to come. Being proactive in addressing this known fiscal challenge is the best way to deal with what lies ahead.

Our job is to look after the fiscal well-being of this community. If we are to do that, we must look beyond the current year's budget, and plan for the community's future. However, this cannot continue unless the City Council is prepared to address the four Ps; programs, projects, personnel and property taxes. We cannot continue to use fund balance to meet our operational needs. Fund balance is a one-time source of funding that cannot be relied upon to meet continuing budget gaps.

This year's budget holds the tax levy at last year's level, maintains water rates, incorporates an eight percent (8%) sewer rate decrease, and presents a five year capital plan that addresses our aging infrastructure and facilities while at the same time trying to preserve fiscally responsible fund balance to help us through these difficult financial times.

Like last year, our capital plan is not as aggressive as in prior years; however, this year, we placed a number of capital projects in year five to highlight the need to continue to work on infrastructure improvements in the years to come. Over the past couple of years we have been able to better align our capital plan with the capacity of our Engineering Department, so designs, and better budget estimates are ready, when projects are two years out in the capital plan, making for better fiscal planning.

COMBINED BUDGETS

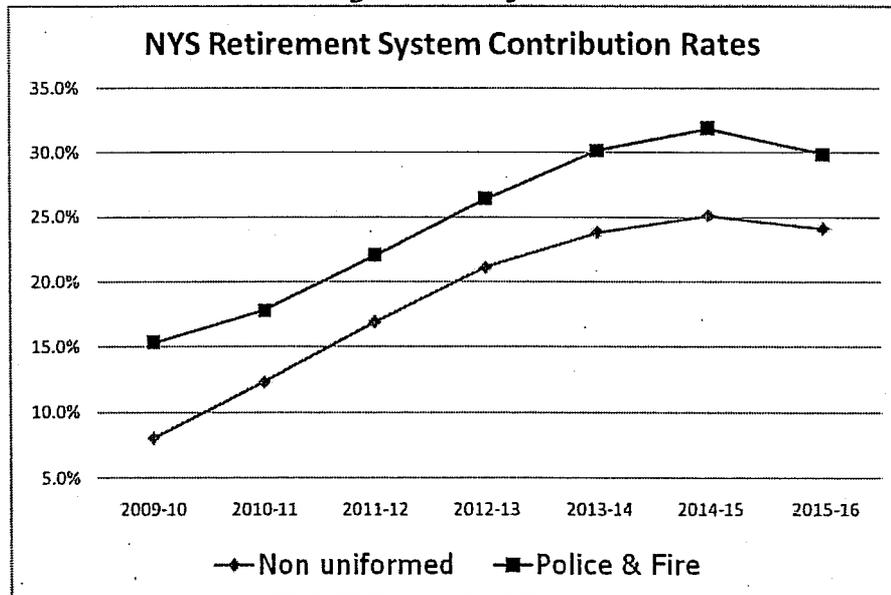
Total recommended appropriations for Fiscal Year 2011-12 are \$49,215,593. This is a 5.2% increase over the adopted Fiscal Year 2010-11 budget.

Fund	2011-12	2010-11	Change	% Change
General	\$37,660,712	\$36,193,378	\$1,467,334	4.1%
Water	\$4,855,218	\$4,765,702	\$89,516	1.9%
Sewer	\$5,027,947	\$4,330,851	\$697,096	16.1%
Library	\$1,434,716	\$1,173,423	\$261,293	22.3%
Tourism	\$237,000	\$305,825	(\$68,825)	-22.5%
Total	\$49,215,593	\$46,769,179	\$2,446,414	5.2%

As I indicated, the most significant factor affecting the Proposed Budget for Fiscal Year 2011-12 and future City Budgets is the long-term impact of the economic downfall throughout New York State. As we discussed over the past couple of years, falling interest rates, the uncertainty of sales tax revenues and state aid are not only impacting this year's operating budget but will be factors for the foreseeable future.

The assets of the State Pension Fund lost more than 40% of their value when the market fell, and the only way to make up that value, in the short term, is to raise rates charged to members in order to support the defined pension payments due to retirees. While long term adjustments need to be

made to retirement benefits, the City's adopted FY 2009-10 Budget contained retirement rates of 8.03% for non-uniformed employees and a 15.33% rate for Police and Fire. These rates increased in the FY 2010-11 Budget to 12.3% for non-uniformed employees and 17.8% for Police and Fire. This year's budget



contains retirement rates of 16.9% for non-uniformed employees and 22.0% for Police and Fire. By Fiscal Year 2014-15, a mere three years from now, retirement rates are anticipated to increase to as much as 25% of payroll for non-uniformed employees, and 33% of payroll for Police and Fire.

Negotiated wage increases for Police, CSEA and I.B.E.W. employees along with their associated fringe benefits, are contained in the individual

department budgets. Since a successor Agreement to the one that expires on June 30, 2011 has not yet been negotiated with Fire as of the drafting of this document, proposed salary adjustments and fringe benefits for those employees and Management employees are contained in the contingent account in each fund.

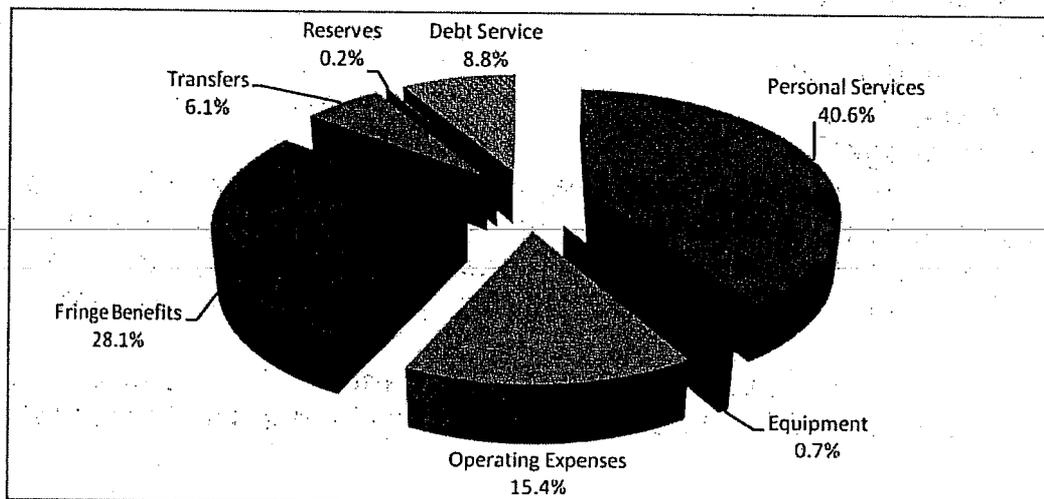
Last year we lowered the rates for health insurance premiums by 5.0% based on where we anticipated claims to come in for 2010-11. Over the past three years, we have had some large claims, but they have been mitigated by our stop loss insurance.

GENERAL FUND BUDGET

Appropriations:

My proposed Fiscal Year 2011-12 General Fund budget calls for appropriations of \$37,660,712 which is an increase of \$1,467,334. This represents a 4.05% increase over FY 2010-11, 2.0% of which is the increased cost associated with retirement expenses. This includes appropriations for wages and fringe benefit increases for all employees.

Over the past five years, my budgets have reduced 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 and also increases the dollar threshold level for 'pay as you go' purchases. The 2011-12 Budget contains an appropriation of \$1,073,000 in a transfer to the Capital Fund to pay for capital improvement projects that are not recommended for bonding. This is an increase of \$493,000 or 85.00% more than last year.

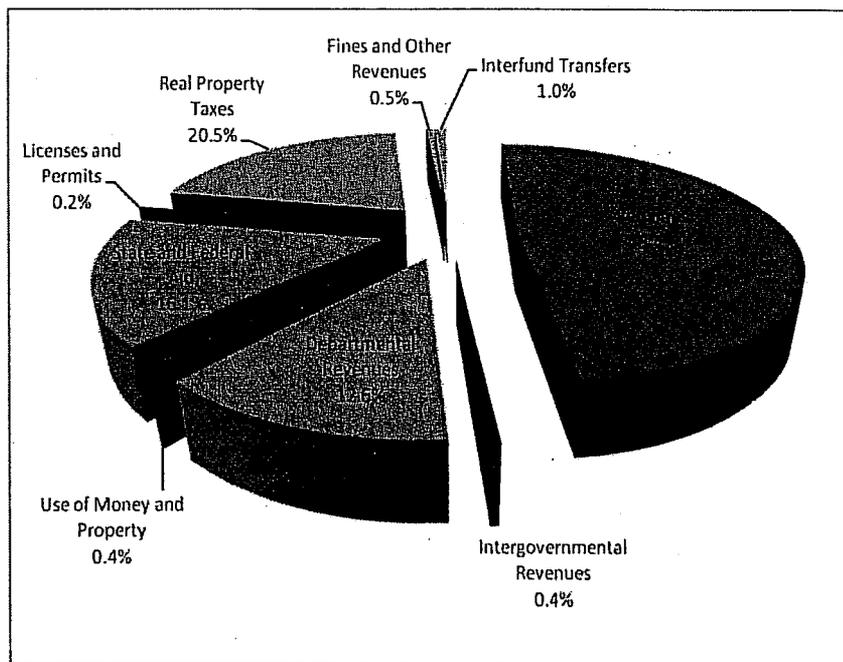


Department heads have done a great job of holding the reins on operating costs. The outright purchase of equipment within the operating funds has increased by \$66,000. As you can see from the chart above, the costs associated with employees' salaries and fringes represent 68.7 % of the overall budget, this is down from 69.9% last year. The increase we are seeing in retirement expenses has been mitigated by the reduced expenses associated with health insurance and turnover in staffing. The costs associated with debt service have decreased from 9.5% to 8.8% of General Fund spending.

Revenues:

This budget contains \$28,873,556 in revenues other than real property taxes. This is a \$1,185,102 increase (4.3%) over the current year's budget.

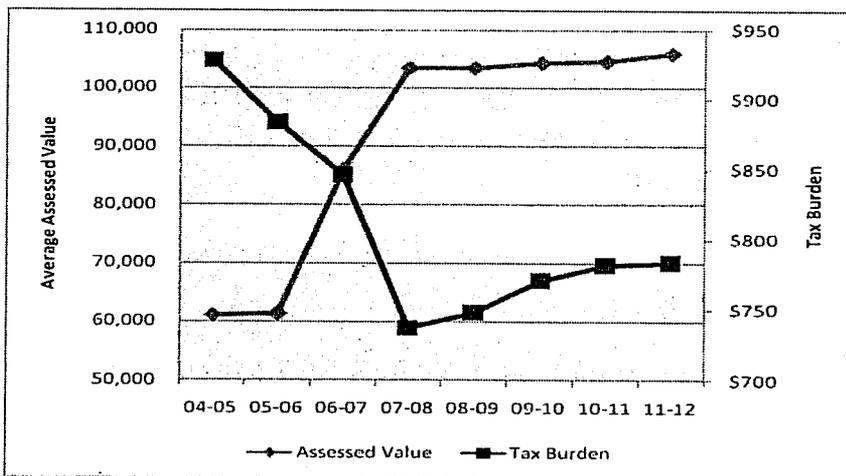
The City's General Fund continues to rely heavily on Sales Tax revenue to meet its budgetary needs. It is the single largest revenue, followed by Real Property Taxes, State Aid and Hydro revenues. During this past year Sales Tax revenues have rebounded with the help of the Canadian market, and we are projecting a modest increase for the remainder of FY 2010-11.



At this point in time, Sales Tax is over our budgeted amount for Fiscal Year 2010-11, collections for the first three quarters grew over actual revenues received during Fiscal Year 2009-10. Fiscal Year 2010-11 Sales Tax is budgeted at \$15,300,000. For Fiscal Year 2011-12, proposed sales tax revenue is \$16,465,000 which is \$1,165,000 more than budgeted for in FY 2010-11, which represents a 7.6% increase.

My proposed General Fund budget does not call for any change in the Real Property Tax Levy; therefore the levy remains at \$7,487,424. For a property owner whose property has a taxable assessed value of \$200,000, this tax levy means a decreased tax burden of \$15 for Fiscal Year 2011-12.

As shown in the adjacent chart, over the past 8 years property owners' home values have grown by 73.1% while their City tax burden has decreased by 15.6%.



The City's taxable assessed value grew by \$10,194,468 or 1.02%.

The City's equalization rate this year is expected to be 95.0%. The Real Property Tax residential component has increased slightly this year to 60.85%. At the same time, the average assessment for a single-family home increased slightly this year to \$105,855 compared to \$104,574 in FY 2010-11.

This year's budget proposes a tax rate of \$7.403 per \$1,000 of assessed value, down \$0.074 over the current year's rate. This is a tax rate decrease of 0.99%.

	Residential	Vacant	Commercial	Industrial	Utility
2004	57.90%	1.32%	31.35%	1.08%	8.34%
2005	57.78%	1.32%	31.39%	1.05%	8.45%
2006	60.11%	1.47%	30.38%	1.00%	7.04%
2007	62.75%	1.24%	29.00%	0.89%	6.13%
2008	60.72%	1.21%	31.17%	0.89%	6.01%
2009	60.97%	1.13%	30.81%	0.91%	6.18%
2010	60.55%	1.17%	30.93%	0.92%	6.42%
2011	60.85%	1.19%	30.85%	0.91%	6.20%

When you take into account the increased value of the average single family home and the decreased tax rate, the net impact to the owner of the average single family home in Watertown is an annual increase of \$2 in taxes.

WATER FUND BUDGET

The total appropriations for the fund are \$4,855,218. This is an increase of \$89,516 over the current year. Projected Water Fund revenues are

\$4,765,100, a \$155,625 increase from the FY 2010-11 projected revenues. Water consumption continues to be flat; however Staff has done a great job at holding down costs. No increase in water rates is proposed for the current fiscal year. It should be noted, that last year at this time, I was projecting a 3.0% increase in rates for FY 2011-12.

As this budget was formulated, we looked at the long term consumption trends along with projected increases in expenses and debt service. The Water Fund has fund balance to help support this year's revenue shortfall. You will see that in Fiscal Year 2012-13 we are projecting a decrease in water rates of 1.4%; with an increase of 6.4% projected in Fiscal Year 2013-14. If projects hold, we should be able to make it through the next couple of years without much change in water rates for system water users.

SEWER FUND BUDGET

The total appropriations for the fund are \$5,027,947. This is an increase of \$697,096 or 13.1% from the current year. Revenues in the Sewer Fund have increased based on an increase in hauled waste customers. However, these customers are impacted by the same costs as we are, and as the cost of fuel continues to grow, that expense will become an active component in the hauler's decision of where they will take their waste stream. Therefore, Staff is recommending using this revenue to offset current and upcoming debt within the Sewer fund. This proposal, matches onetime revenues, being used to offset onetime expenses, and mitigates long term impact to rate payers.

At this time last year, we predicted a decrease of 1.0% would be in line for the FY 2011-12 spending plan. I am happy to say that I am able to propose this year's Sewer budget with an 8% decrease in rates. Operational expenses in this fund have been held at the same level as last year. However, the five-year Capital Budget contains projects that are required to be completed under our new SPEDES permit, like installation of a disinfection facility, which has a preliminary cost estimated at \$2,500,000. To support this project, a reserve fund of \$250,000 is being proposed, during the current fiscal year and next year, if projections hold true. This will help mitigate the impact to rate payers over the long term.

LIBRARY FUND BUDGET

The total appropriations for the fund are \$1,434,716. This is an increase of \$261,293 or 22.3% over the current year. Projected Library Fund revenues

include an appropriation from the General Fund in the amount of \$1,216,232. This increase in appropriation over the current year is primarily associated with the replacement of the chiller, rehabilitation of the elevator and the roof on the library addition. The appropriation for book purchases has been increased to \$31,000, an increase of 24% or \$6,000 over last year.

It is anticipated that the marble fountains in front of the library will be repaired this spring; this is the first of a number of repairs to the external façade and front entrance that need to be addressed. We have examined the exterior of the structure and the estimated cost to clean and fix the items that need to be addressed to preserve the building is \$200,000.

The five year plan for the Library contains projects to do the façade and exterior repairs, replace computers and rehab the mezzanine stained glass. It is hoped that working together the City and the Library will be able to obtain grant funding to support the capital repairs to this historic building.

SELF FUNDED HEALTH INSURANCE

The total appropriations for the fund are \$8,063,939. This is an increase of \$214,003 or 2.73% compared to the current year budget.

At the beginning of FY 2008-09, the Self Funded Health Insurance Fund had a negative fund balance of (\$121,186). With lower than anticipated claims expenses during FY 2008-09, this fund ended with a \$1,122,192 fund balance. We began Fiscal Year 2010-11 with approximately \$1,900,000 in fund balance and using the contractual formula for calculating the premium rate, and appropriating \$290,000 in Fund Balance last year's Health Insurance premium decreased by 5.0%. This year, I am proposing to use \$600,000 in fund balance to offset increased expenditures, which provides a decrease in premiums of 3.4%. Additionally, we are appropriating the funds received from the Early Retiree Reinsurance Program to mitigate increases in expenses for our early retirees:

We are actively working with ProAct, our current prescription insurance provider on ways to reduce the increases we continue to see on our prescription costs. We are also looking at Stop Loss coverage options for the upcoming year, and continue to monitor the impact of changes to benefits offered and costs, as they relate to the Health Care Reform Act.

CAPITAL BUDGET

As I said in the beginning of this message, during the development of this year's capital budget, we took a hard look at our capacity to complete the work currently outstanding, but to also complete the requested projects. We reviewed and prioritized projects in this year's capital budget; we talked about our capabilities, and made sure our strategy didn't overshoot our operational ability. We also looked at "needs" versus "wants". This capital budget plan contains one major street project each year, except for the year before we rebuild Factory Street. The plan also focuses on facility improvements that address safety concerns, rehabilitation work that needs to be addressed, or reduces annual operating costs. 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 City Council's expressed desires, community needs, and establishes realistic and achievable objectives.

This Five Year Capital Fund Budget contains approximately \$40,601,660 in projects. This is up about \$7,000,000 from last year's capital budget proposal, but includes approximately \$11,000,000 in year five of the plan, which holds projects that we've identified as needing to be done, but where there is no current funding to support.

The Fiscal year 2011-12 portion of the budget contains \$6,845,000 in projects. Major projects included in the upcoming budget are the reconstruction of Clinton Street, the design and reconstruction of the Aviary, the remediation of the Ogilvie Site, renovations at the Alteri Pool, restoration of the Soldiers and Sailors Monument, rehabilitation of the Thompson Park water tank, replacement of the filter media at the water treatment plant, water main work on Henry and Seward Streets, work on the western outfall truck sewer from Chestnut Street to Ives Street. This budget contains funding for the next phase of the City Sidewalk program.

As you look through the Capital Budget you will find fewer capital projects listed for each of the five years. This is reflective of the economic challenges we face over the upcoming years.

MULTI YEAR FINANCIAL PLAN

This section of the City budget presents the five year financial plans for the community. This portion of the budget grows in importance each year. It is your guide to where the community's finances are headed, based

upon trends and 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 deliberations.

Mr. Mills and I spend a considerable amount of time each year focusing on this plan. It is important to note that based on the assumptions used, this is still not a workable plan over the next five years. If we are to achieve fiscal health over the next four years, we need to refine these assumptions or make some very difficult decisions which will include the four Ps; programs, projects, personnel and property taxes.

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. While organizational changes will be implemented over the coming year, current service levels have been maintained and the Capital Fund presents a small but executable plan for the community's future. There is much work that isn't listed in this plan, as the resources to execute, both people and funding, do not exist.

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 participation of department heads, division chiefs and key administrative staff members. I want to thank all of those involved in the preparation of this spending plan. The departmental budgets presented were fiscally sound. As each year's spending plan gets tougher, the input and knowledge that City Comptroller James Mills brings to the task becomes more critical, and appreciated. Jim is a consummate professional and deserves special thanks for all the time he has put into the development of this spending plan for the City.

Sincerely,

Mary M. Corriveau
City Manager

General Fund



Fiscal Year 2011-2012 CALCULATION OF PROPERTY TAX RATE

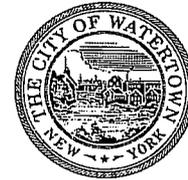
	<u>2010-11</u>	<u>2011-12</u>	<u>CHANGE</u>	<u>% CHANGE</u>
Appropriations	\$36,193,378	\$38,023,157	\$1,829,779	5.06%
Less Revenues	\$27,688,454	\$28,873,556	\$1,185,102	4.28%
Less Fund Balance	\$700,000	\$1,496,223	\$796,223	113.75%
Less Sidewalk Reserve	\$47,500	\$50,665	\$3,165	6.66%
Less Capital Reserve	\$360,000	\$365,000	\$5,000	1.39%
Plus Tax Reserve	\$90,000	\$62,525	-\$27,475	-30.53%
Real Property Taxes	\$7,487,424	\$7,300,238	-\$187,186	-2.50%
Taxable Assessed Valuation	\$999,381,290	\$1,009,575,758	\$10,194,468	1.02%
Tax Rate per 1000	\$7.477	\$7.218	-\$0.259	-3.47%

CONSTITUTIONAL TAX LIMIT
Fiscal Year 2011-12



FIVE YEAR TOTAL FULL VALUATION	<u>\$ 4,936,123,747</u>
FIVE YEAR AVERAGE FULL VALUATION	<u>\$ 987,224,749</u>
CONSTITUTIONAL TAX LIMIT - 2% OF 5 YEAR AVERAGE	<u>\$ 19,744,495</u>
CITY LEVY	\$ 7,300,238
LESS TOTAL EXCLUSIONS	<u>\$ 6,024,590</u>
TAX LEVY SUBJECT TO TAX LIMIT	<u>\$ 1,276,648</u>
PERCENTAGE OF TAX LIMIT EXHAUSTED	<u>6.46%</u>
CONSTITUTIONAL TAX MARGIN	<u>\$ 18,468,847</u>

Fiscal Year: 2011-12
Department: General Fund
Account Code: Revenues
Function: General Fund Revenue Summary



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
Taxes and Penalties	\$ 17,778,515	\$ 16,228,311	\$ 16,289,470	\$ 17,568,000
Departmental Revenues	4,022,745	4,050,469	4,484,870	4,569,350
Intergovernmental Revenues	163,225	149,316	123,870	140,225
Use of Money and Property	280,624	135,152	180,550	133,585
Licenses and Permits	127,073	84,181	79,600	68,100
Fines and Other Revenues	211,826	184,014	183,000	188,800
Interfund Transfers	393,622	795,312	529,850	366,900
State and Federal Aid	<u>6,311,296</u>	<u>6,093,201</u>	<u>5,803,694</u>	<u>5,827,196</u>
Other Revenues Sub-Total	\$ 29,288,926	\$ 27,719,956	\$ 27,674,904	\$ 28,862,156
Beginning Fund Balance	9,355,533	10,190,421		
Appropriated Fund Balance			700,000	1,496,223
Appropriated Reserve Fund Balance			407,500	415,665
Real Property Taxes	7,101,270	7,316,832	7,410,974	7,249,113
Total Revenues	\$ 45,745,729	\$ 45,227,209	\$ 36,193,378	\$ 38,023,157

Fiscal Year: 2011-12
Department: General Fund
Account Code: Taxes and Penalties
Function: Revenues



	2008-09	2009-10	2010-11	2011-12
Taxes and Penalties	ACTUAL	ACTUAL	BUDGET	BUDGET
A1080 Fed. Pymt's in Lieu of Taxes	\$ 22,047	\$ 31,102	\$ 25,500	\$ 35,650
A1081 Other Pymt's in Lieu of Taxes	2,395,312	96,915	101,270	110,350
A1090 Interest/Penalties Property Tax	111,184	115,443	110,000	115,000
A1110 State Admin. Sales & Use Tax	14,466,732	15,223,095	15,300,000	16,465,000
A1130 Utilities Gross Receipts Tax	376,670	346,709	318,000	396,500
A1170 Franchises	<u>406,570</u>	<u>415,047</u>	<u>434,700</u>	<u>445,500</u>
Taxes and Penalties	\$ 17,778,515	\$ 16,228,311	\$ 16,289,470	\$ 17,568,000

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 24% 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: 2011-12
Department: General Fund
Account Code: Departmental Revenues
Function: Revenues



Departmental Revenues	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
A1235 Tax Sale Advertising	\$ 12,160	\$ 13,080	\$ 12,000	\$ 12,500
A1240 Comptroller's Fees	7,199	7,192	7,500	7,500
A1250 Assessor's Fees	806	543	375	250
A1255 Clerk Fees	113,228	103,829	115,000	115,000
A1260 Civil Service Fees	2,990	3,397	1,200	1,000
A1520 Police Fees	5,532	4,109	4,000	4,000
A1570 Demolition Fees	-	-	-	-
A1710 Public Works Fee	63,751	94,878	80,000	85,000
A1715 DPW Charges - Fuel	25,786	22,032	25,695	33,600
A1750 Bus Fares	112,906	158,874	165,000	160,000
A1751 Bus Advertising	10,195	4,872	7,500	10,000
A2001 Park & Recreation Charges	7,291	11,874	7,500	9,000
A2012 Recreation Concessions	29,307	35,363	35,000	56,000
A2025 Special Rec. Fac. Charges	7,500	24,000	-	-
A2026 Pool Fees	1,017	337	500	500
A2030 Arena Fees	94,708	106,861	121,600	105,000
A2065 Skating Rink Charges	49,642	50,800	50,000	45,000
A2110 Zoning Fees	3,100	2,925	3,000	3,000
A2130 Refuse and Garbage Charges	510,508	497,137	500,000	510,000
A2135 Refuse and Garbage Totes	159,793	201,795	193,000	205,000
A2150 Sale of Surplus Power	<u>2,805,326</u>	<u>2,706,571</u>	<u>3,156,000</u>	<u>3,207,000</u>
Departmental Revenues	\$ 4,022,745	\$ 4,050,469	\$ 4,484,870	\$ 4,569,350

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

A1240 - Comptroller's Fees - The revenue derived is from the fees the City charges for processing returned checks and providing tax payment information.

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.

A1570 - Demolition Charges - Charges associated with the demolition and removal of unsafe buildings.

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 they may purchase a book of passes or an unlimited monthly ride pass.

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

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.

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: 2011-12
Department: General Fund
Account Code: Intergovernmental Revenues
Function: Revenues



Intergovernmental Revenues	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
A2210 Taxes/ Assest. Srv Other Gov.	\$ 2,255	\$ 4,501	\$ 4,495	\$ 4,500
A2220 Civil Service Charge School Dist.	24,030	27,085	26,600	28,400
A2260 Police Services	127,620	91,814	92,775	102,325
A2300 Transportation, Other Governments	9,320	10,000	-	5,000
A2389 Misc. Revenues, Other Govts	-	15,916	-	-
Intergovernmental Revenues	\$ 163,225	\$ 149,316	\$ 123,870	\$ 140,225

A2210 - Tax & Assessment Services for Other Governments - The City Assessor's Department charges the Watertown City School District for the preparation of their tax roll and tax bills.

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 Office of the Aging for the Citibus system.

Fiscal Year: 2011-12
Department: General Fund
Account Code: Uses of Money and Property
Function: Revenues



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Use of Money and Property				
A2401 Interest and Earnings	\$ 251,940	\$ 108,037	\$ 127,000	\$ 80,000
A2410 Rental of Real Property	<u>28,684</u>	<u>27,115</u>	<u>53,550</u>	<u>53,585</u>
Use of Money and Property	\$ 280,624	\$ 135,152	\$ 180,550	\$ 133,585

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, Watertown Family YMCA, rental of office space to the Watertown Wizards, the City's health insurance administrator, and water and sewer administration at City Hall.

Fiscal Year: 2011-12
 Department: General Fund
 Account Code: Licenses and Permits
 Function: Revenues



Licenses and Permits	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
A2501 Business/Occupational Lic.	\$ 6,187	\$ 6,087	\$ 6,000	\$ 6,000
A2530 Games of Chance Licenses	105	80	100	100
A2540 Bingo Licenses	4,335	3,778	4,000	4,000
A2555 Building & Alteration Permits	114,721	40,643	50,000	50,000
A2560 City Permits	140	18,928	17,000	2,500
A2590 Permits - Other	1,160	13,715	2,000	5,000
A2591 Storm and Sanitary Sewer Permit	<u>425</u>	<u>950</u>	<u>500</u>	<u>500</u>
Licenses and Permits	\$ 127,073	\$ 84,181	\$ 79,600	\$ 68,100

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.

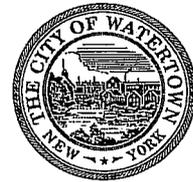
A2555 - Building & Alterations Permits - As provided by the Municipal Code the Code Enforcement Officer requires payment for the issuance of permits for new construction and remodeling, etc.

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

A2590 - Permits Other - The City Code authorizes the City to charge for snow dump permits.

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

Fiscal Year: 2011-12
Department: General Fund
Account Code: Fines and Other Revenues
Function: Revenues



Fines and Other Revenues	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
A2610 Fines & Forfeited Bail	\$ 117,660	\$ 106,463	\$ 135,000	\$ 120,000
A2650 Scrap & Excess Material Sale	4,937	9,211	4,500	14,000
A2655 Minor Sales	3	32	-	100
A2660 Sale of Real Property	18,285	17,191	5,000	10,000
A2665 Sale of Equipment	4,755	16,383	5,000	10,000
A2680 Insurance Recoveries	20,240	13,842	22,500	20,000
A2701 Refund of Prior Year Expense	24,793	2,079	5,000	5,000
A2705 Gifts & Donations	18,649	18,407	5,000	8,700
A2770 Other Unclassified Revenues	<u>2,504</u>	<u>406</u>	<u>1,000</u>	<u>1,000</u>
Fines and Other Revenue	\$ 211,826	\$ 184,014	\$ 183,000	\$ 188,800

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.

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: 2011-12
Department: General Fund
Account Code: Interfund Transfers
Function: Revenues



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Interfund Transfers				
A2802 Central Printing and Mailing	\$ 2,296	\$ 2,809	\$ 2,700	\$ 3,000
A2803 Central Garage	96,806	85,470	85,000	100,000
A5031 Interfund Transfers	<u>294,520</u>	<u>707,033</u>	<u>442,150</u>	<u>263,900</u>
Interfund Revenues	\$ 393,622	\$ 795,312	\$ 529,850	\$ 366,900

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

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

A5031- Interfund Transfers – Transfers from the Debt Service and Tourism Funds.

Fiscal Year: 2011-12
 Department: General Fund
 Account Code: State and Federal Aid
 Function: Revenues



State and Federal Aid	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
A3001 State Aid, Per Capita	\$ 5,090,176	\$ 4,988,373	\$ 4,835,667	\$ 4,703,208
A3005 State Aid, Mortgage Tax	418,469	398,710	400,000	375,000
A3040 State Aid, STAR	10,068	-	-	-
A3089 State Reimb. Workers' Comp.	46,634	60,110	65,000	38,000
A3330 State Reimb. Court Security	38,128	27,471	32,500	34,900
A3331 State Reimb. Court Postage	1,752	1,752	1,752	1,752
A3501 CHIPS	15,070	7,516	5,000	6,550
A3589.3 State Mass. Trans. Assist.	282,107	262,542	180,000	177,400
A3820 State Aid, Youth Program	12,494	10,211	8,915	4,450
A3821 State Aid, Juvenile Program	7,616	6,146	5,800	2,600
A3989 State Aid, Home & Community Service	16,870	23,788	133,960	212,550
A4389 Fed Aid, Public Safety	197,730	127,336	-	113,486
A4510 Fed. Aid, Highway Safety	7,341	6,585	10,500	11,100
A4589.4 Federal Transportation Assist.	145,792	172,661	124,600	146,200
A4989 Fed. Aid-Home & Community Service	21,049	-	-	-
State & Federal Aid	\$ 6,311,296	\$ 6,093,201	\$ 5,803,694	\$ 5,827,196

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

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.

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 Telephone - The Court system reimburses the City for telephone expenses.

A3501 - State Reimb., CHIPS - Aid from highway capital program to offset Department of Public Works road crews' overtime costs.

A3589.3 - State Mass Transportation Assist. - The City receives operating assistance from the NYS - DOT for the City bus system and para-transit 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 New York State for brownfield related project costs and construction of the Bicentennial and Marble Street Parks.

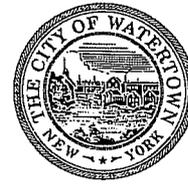
A4389 - Fed. Aid, Police Block Grant - Grants for bullet proof vests, computers, etc.

A4510 - Fed. Aid, Highway Safety - Revenues received from the Selective Traffic Enforcement Program (STEP).

A4589.4 - Federal Transportation Assistance - The City receives a lump sum amount from the federal government for the City bus system and para-transit system. 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: 2011-12
Department: General Fund
Account Code: Real Property Taxes
Function: Revenues



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Real Property Taxes				
A1001 Real Property Taxes	\$ 7,114,576	\$ 7,343,895	\$ 7,487,424	\$ 7,300,238
A1030 Special Assessments	10,883	10,463	13,550	11,400
A1050 Real Property Tax Reserve	<u>(24,189)</u>	<u>(37,526)</u>	<u>(90,000)</u>	<u>(62,525)</u>
Real Property Taxes	\$ 7,101,270	\$ 7,316,832	\$ 7,410,974	\$ 7,249,113

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, and government buildings.

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

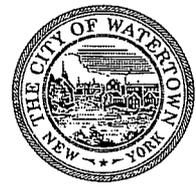
A1050 - Real Property Tax Reserve - Deferred tax revenue to be collected at a later date is recorded in this account.

Fiscal Year: 2011-12
 Department: General Fund
 Account Code: Expenses
 Function: General Fund Expense Summary



EXPENDITURES	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Legislative Board	60,902	65,112	66,677	69,054
Mayor	24,308	25,074	27,369	28,181
Municipal Executive	577,228	420,747	496,101	493,010
Comptroller Department	463,290	480,979	506,385	549,485
Purchasing Department	119,268	125,398	129,051	135,577
Assessment Department	272,451	247,955	267,385	273,673
Tax Advertising Expenses	12,648	14,546	14,600	14,625
Exp. Property Acquired	19,459	3,394	52,550	48,050
Fiscal Agent Fees	3,691	2,955	2,390	2,300
Clerk	195,880	199,036	203,481	214,448
Law	186,381	180,221	191,800	192,000
Civil Service	80,111	73,894	64,011	68,296
Engineering	730,880	656,623	731,956	726,417
DPW Summary	4,829,048	4,772,465	5,096,486	5,233,108
City Municipal Building	240,306	190,764	188,448	200,634
Central Printing & Mailing	75,982	70,072	77,150	74,150
Information Technology	454,554	450,013	480,728	540,647
Judgments & Claims	19,115	-	50,000	50,000
Purchase of Land	-	-	-	-
Real Property Taxes	31,027	29,121	29,200	29,175
Contingent	-	-	180,747	221,506
Police Department	6,978,577	6,617,824	7,048,574	7,377,821
Fire Department	7,811,114	7,397,772	7,986,274	8,081,445
Control of Animals	85,382	85,382	89,651	95,651
Code Enforcement	330,030	297,084	328,158	343,495
Hydroelectric Production	282,146	302,476	303,000	309,139
Traffic Control and Lighting	779,443	756,213	787,942	820,223
Bus Operations	755,667	801,266	746,990	822,294
City Parking Facilities	59,195	53,753	67,219	53,401
CAPC	52,000	52,000	52,000	62,000
Publicity	1,698	440	5,000	5,000
Private Social Services Agency	-	-	-	11,600
Economic Development	5,000	-	-	-
Parks & Recreation	1,181,006	1,130,806	1,140,401	1,299,616

Fiscal Year: 2011-12
Department: General Fund
Account Code: Expenses
Function: General Fund Expense Summary



	2008-09	2009-10	2010-11	2011-12
	ACTUAL	ACTUAL	BUDGET	BUDGET
Historian	-	187	250	250
Zoning	2,974	1,186	2,500	2,500
Planning	68,215	65,706	85,000	85,000
Workers' Compensation	87,750	96,944	90,000	90,000
Unemployment Insurance	9,832	13,326	7,500	7,500
Health Insurance, Retirees	2,949,868	3,234,349	3,181,827	3,017,035
Medicare Part B - Retirees	228,082	241,877	251,026	282,402
Compensated Absences	27,066	(32,489)	25,000	15,000
Health Insurance Other	5,721	7,686	12,378	12,915
General Liability Reserve	25,000	25,000	25,000	75,000
Transfer to Library	918,880	984,210	1,066,499	1,276,677
Transfer Capital Fund	482,952	381,404	580,000	1,393,000
Black River Trust Reserve	10,000	10,000	10,000	10,000
Debt	<u>4,033,134</u>	<u>3,794,158</u>	<u>3,444,674</u>	<u>3,309,857</u>
Total Expenditures	35,567,261	34,326,929	36,193,378	38,023,157

Fiscal Year: 2011-12
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.

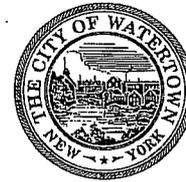
2010 -2011 Accomplishments

- ✓ Worked with the Town of Watertown to resolve the long standing need to move sewer flows from Arsenal Street; and made improvements in the Gaffney Drive area to promote development on City's west side. Also authorized proceeding with eminent domain process related to sewer line improvements for future development in the Gaffney Drive area.
- ✓ Completion of infrastructure projects, i.e. Breen Avenue, Riggs Ave.
- ✓ Supported tree planting initiative leading to designation as Tree City USA.
- ✓ Began steps to investigate alternative energy options for major city facilities; i.e. geothermal.
- ✓ Revised evaluation process for City Manager and City Clerk.

2011-12 Goals and Objectives

- Aggressively work with State, County and local economic development agencies to address future of Mercy and Woolworth Building.
- Continue to promote Watertown as a destination to Canadian shoppers.
- Continue to fund the City's Sidewalk replacement program, tree planting program led by Tree Watertown, and continued improvements to the City's overall street infrastructure.
- Actively engage other elected officials, DANC, Town of Watertown, Library Board and Zoo Board members on issues important to City.
- Work with NYS Zoo Board on the reconstruction of the Aviary.
- Research and develop plan for creation of outdoor skating opportunities.

Fiscal Year: 2011-12
 Department: Legislative Board
 Account Code: A1010
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	48,000	48,697	48,960	48,960
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	48,000	48,697	48,960	48,960
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	5,736	7,816	6,100	6,300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	465	921	1,750	1,500
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	113	100	150
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	6,201	8,850	7,950	7,950
Fringe Benefits				
810 New York State Retirement	3,029	3,840	6,022	8,399
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	3,672	3,725	3,745	3,745
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	6,701	7,565	9,767	12,144
Department Total	60,902	65,112	66,677	69,054

Legislative Board

City of Watertown

A1010

Personnel Services

2011-12
Budget

110	Salaries		
	Council Members		<u>\$48,960</u>
	Total Personnel Services		\$48,960

Operating Expenses

430	Contracted Services		
	Broadcasting of Meetings	6,000	
	Legal Ads	300	\$6,300
450	Miscellaneous		
	Travel and Training	750	
	Membership Dues	750	\$1,500
460	Materials and Supplies		
	Business Cards, Letterhead		<u>\$150</u>
	Total Operating Expenses		\$7,950

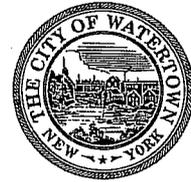
Fringe Benefits

810	New York State Retirement		\$8,399
830	Social Security Expense		<u>\$3,745</u>
	Total Fringe Benefits		\$12,144

TOTAL BUDGET

\$69,054

Fiscal Year: 2011-12
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 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.

2010-11 Accomplishments

- ✓ Passed a budget consistent with our multi-year spending plan and maintained tax rate stability.
- ✓ Simplified water rate tier system and reduced high volume discount.
- ✓ Completed promised infrastructure improvement on Breen Avenue and other streets.
- ✓ Participated in the statewide debate on reform and reorganization of government systems and structures.
- ✓ Secured federal and county funding towards solving West End sewer issues and saw the Town of Watertown complete a sewer diversion that will allow more in-city development
- ✓ Worked more closely with the staff of the WLDC and worked with City Council on their goals and objectives. Helped in the restoration of the Franklin Building, and secured Council approval for the JB Wise project.

2011-12 Goals and Objectives

- Begin work on path to control and redevelopment of the Mercy Health Care complex on Stone St.
- Help the City adapt to the new realities of New York State budget. Take advantage of current interest in topics like consolidation, pension reform and mandate relief. Use higher than expected sales tax revenue to maintain stable tax levy, and continue to rework the water rate schedule to make it more equitable for all.
- Focus on downtown challenges like the Woolworth Building and the Masonic Temple. Work to resolve any concerns with the JB Wise project as it is built.
- Work on tourism related issues like our recent dialogue with the City of Kingston on cross border travel issues. Put in place a plan to renovate the Thompson Park Aviary.
- Continue to support housing initiatives like Creekwood and the Ogilvie site with an eye towards construction this year.
- Work with Council Members on their initiatives like a noise ordinance or alternative energy sources.

Fiscal Year: 2011-12
 Department: Mayor
 Account Code: A1210
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	16,000	16,320	16,565	16,565
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	16,000	16,320	16,565	16,565
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	6,649	6,384	7,500	7,550
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	21	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	6,649	6,405	7,500	7,550
Fringe Benefits				
810 New York State Retirement	937	1,629	2,037	2,799
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	722	720	1,267	1,267
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	1,659	2,349	3,304	4,066
Department Total	24,308	25,074	27,369	28,181

City of Watertown	Mayor	A1210
Personnel Services		2011-12 Budget
110 Salaries		
Mayor		<u>\$16,565</u>
Total Personnel Services		\$16,565
Operating Expenses		
450 Miscellaneous		
NYCOM Membership	6,550	
Travel Expenses	1,000	<u>\$7,550</u>
Total Operating Expenses		\$7,550
Fringe Benefits		
810 NYS Retirement		\$2,799
830 Social Security Expense		<u>\$1,267</u>
Total Fringe Benefits		\$4,066
TOTAL BUDGET		\$28,181

Fiscal Year: 2011-12
Department: City Manager's Office
Account Code: A1230
Function: General Government Support



Description: The City Council appoints the City Manager who serves as the Chief Executive Officer and 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, inter-municipal relations and planning and community development. The City Manager, Planning and Community Development Coordinator, two full time Planners, Confidential Assistant to the City Manager and one Secretary support this department's efforts. The goals of the City Manager's Office 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.

2010-11 Accomplishments

- ✓ While keeping focus on long term financial stability, navigated through difficult fiscal conditions resulting in a budget that came in with decreased expenses and steady revenues.
- ✓ Negotiated Collective Bargaining Agreements with CSEA and IBEW Unions; and water and sewer agreements with all of the Town of Watertown districts, which moved sewer flows out of Arsenal St.
- ✓ Successfully implemented the Shop, Stay, and Save program to attract Canadian shoppers to the City, which brought stability and increases to local sales tax and bed tax revenue.
- ✓ Hired new Fire Chief, Confidential Assistant to the City Manager and Planner.

2011-12 Goals and Objectives

- Continue to monitor the City's fiscal condition, with an emphasis on identifying cost saving measures that will contribute to long-term organizational strength and financial stability.
- Lead City through significant transitions in organizational leadership.
- Negotiate successor Collective Bargaining Agreements with Fire Union and water supply agreement with the Development Authority of the North Country.
- Participate in on-going discussions related to planning the redevelopment of the Mercy Health Care complex as well as the Masonic Temple and Woolworth building.
- Continue to investigate renewable energy options that can provide long term savings or revenues to taxpayers.
- Completed Local Waterfront Revitalization Plan.
- Continue to work with economic development agencies to facilitate growth and enhance economic improvement opportunities.

Fiscal Year: 2011-12
Department: Legislative Board
Account Code: A1010
Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	406,361	304,826	344,271	346,105
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	16,894	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	423,255	304,826	344,271	346,105
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	15,742	94	6,050	200
440 Fees Non Employees	-	2,525	-	-
450 Miscellaneous	13,655	3,730	7,800	10,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	770	874	1,000	1,415
465 Equipment < \$5,000	-	653	-	-
Total Operating Expenses	30,167	7,876	14,850	11,615
Fringe Benefits				
810 New York State Retirement	32,721	32,245	42,345	57,236
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	30,525	21,858	26,337	26,477
840 Workers' Compensation	-	-	-	-
850 Health Insurance	60,560	53,942	68,298	51,577
Total Fringe Benefits	123,806	108,045	136,980	135,290
Department Total	577,228	420,747	496,101	493,010

Municipal Executive

City of Watertown

A1230

Personnel Services

2010-11
Budget

110	Salaries		
	City Manager	102,802	
	Planning and Community Development Coordinator	64,014	
	Planner(2)	93,703	
	Conf. Asst. to City Manager	43,971	
	Confidential Secretary City Mgr.	41,615	<u>\$346,105</u>
	Total Personnel Services		\$346,105

Operating Expenses

430	Contracted Services		
	Legal Notices	50	
		150	\$200
450	Miscellaneous		
	Travel and Training, Seminars	4,500	
	Membership/Organizational Dues	3,000	
	Subscriptions	900	
	Federal Express	100	
	Miscellaneous Citywide Training	1,500	\$10,000
460	Materials and Supplies		
	Letterhead, Envelopes, Forms		<u>\$1,415</u>
	Total Operating Expenses		\$11,615

Fringe Benefits

810	New York State Retirement		\$57,236
830	Social Security Expense		\$26,477
850	Health Insurance		<u>\$51,577</u>
	Total Fringe Benefits		\$135,290

TOTAL BUDGET

\$493,010

Fiscal Year: 2011-12
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 Comptroller's Office currently staffed with a total of seven employees; and is highly utilized by the taxpayers of the City, and the public in general.

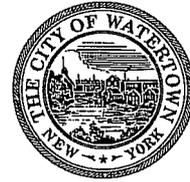
2010-11 Accomplishments

- ✓ Implemented new parking ticket management system.
- ✓ Reviewed credit card payment options for various City services such as property taxes and water and sewer bills.
- ✓ Prepared to issue approximately \$3,000,000 in debt to finance various capital projects and completed refunded of \$8,340,000 in bonds.
- ✓ Worked with City Manager, City Attorney and applicable Department Heads on negotiating a successor collective bargaining agreement with the Civil Service Employees Association and a draft water service agreement with the Development of the North Country (DANC).
- ✓ Implemented to implement GASB Statement No. 54 - "Fund Balance Reporting and Governmental Fund Type Definitions".
- ✓ Completed biennial full actuarial valuation of City's post employment health insurance obligation for GASB Statement No. 45 compliance.

2011-12 Goals and Objectives

- Continue to monitor economic conditions and address budget issues timely to minimize financial impact to the City.
- Upgrade City's financial system to the KVS Enterprise edition.
- Issue Request for Proposals for independent audit services and actuarial services to value the City's post employment health insurance obligations in accordance with GASB Statement No. 45.
- Evaluate bank services and relationships to determine most cost effective and efficient method of meeting the City's banking needs.

Fiscal Year: 2011-12
 Department: Comptroller's Department
 Account Code: A1315
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	148,769	151,749	149,322	151,561
120 Clerical	142,043	148,816	151,713	159,320
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	2,004	1,282	2,500	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	292,816	304,647	306,335	316,181
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	1,027	1,056	1,056	1,100
430 Contracted Services	6,966	23,058	39,068	59,560
440 Fees Non Employees	27,652	25,943	28,100	23,175
450 Miscellaneous	27,559	4,049	22,165	5,045
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	2,764	2,927	3,200	3,300
465 Equipment < \$5,000	517	16,451	1,000	19,935
Total Operating Expenses	66,485	73,484	94,589	112,115
Fringe Benefits				
810 New York State Retirement	24,103	22,857	37,335	52,961
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	21,151	21,979	23,220	24,188
840 Workers' Compensation	-	-	-	-
850 Health Insurance	58,735	58,012	44,906	44,040
Total Fringe Benefits	103,989	102,848	105,461	121,189
Department Total	463,290	480,979	506,385	549,485

Comptroller's Department
City of Watertown

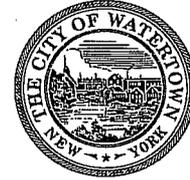
A1315

Personnel Services		2011-12 Budget
110	Salaries	
	City Comptroller	81,959
	Accounting Supervisor	51,845
	Accountant (Part time)	17,757
		\$151,561
120	Clerical	
	Principal Account Clerk	45,238
	Sr. Account Clerk Typist (3)	114,082
		\$159,320
150	Overtime	\$2,500
175	Health Insurance Buyout	<u>\$2,800</u>
	Total Personnel Services	\$316,181
Operating Expenses		
		\$1,100
420	Insurance	
430	Contracted Services	
	Office Equipment Maintenance	425
	Advertising - Tax/audit/debt notices	435
	Unemployment Services	1,900
	KVS Financial Software Maintenance	32,600
	Parking Ticket Software Maintenance	1,400
	Credit Card Software and Maintenance	1,000
	Bank Fees	20,400
	Fixed Asset Software Maintenance	1,400
		\$59,560
440	Fees, Non Employees	
	Single Audit	20,975
	Actuarial Services	2,200
		\$23,175
450	Miscellaneous	
	Travel and Training, Seminars	2,765
	Dues and Publications	1,980
	Record management services	200
	Shipping	100
		\$5,045
460	Materials and Supplies	
	Letterhead, Envelopes	1,200
	Checks, 1099s, W-2s	2,100
		\$3,300
465	Equipment < \$5,000	
	Financial Software Upgrade	18,435
	Miscellaneous Office Equip.	1,500
		<u>\$19,935</u>
	Total Operating Expenses	\$112,115

Fringe Benefits

810	New York State Retirement	\$52,961
830	Social Security Expense	\$24,188
850	Health Insurance	<u>\$44,040</u>
	Total Fringe Benefits	\$121,189
	TOTAL BUDGET	\$549,485

Fiscal Year: 2011-12
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 23 sealed bids, reviewed 6,350 requests for purchase, 5 request for proposals and 8 request for quotations.

2010-11 Accomplishments:

- ✓ Performed a phone line and data network connections inventory with IT to reduce network operating cost.
- ✓ Worked with City Engineering, Buildings and DPW to determine practicality of Geothermal heating and cooling at City Hall & Flower Memorial Library.
- ✓ Worked with Fire Department to develop an Inter-Operable Communications proposal to evaluate the needs of City Police and Fire Departments along with the Jefferson County Sheriff and Emergency Management.

2011-12 Goals and Objectives:

- Memorialize Standardize operating procedures regarding professional service contracts and contract bid awards.
- Provide a smooth transition with new Purchasing Manager.
- Work in conjunction with City Comptroller to implement Credit Card program.

Fiscal Year: 2011-12
 Department: Purchasing Department
 Account Code: A1345
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	65,979	67,301	65,541	66,524
120 Clerical	29,399	30,781	31,998	32,965
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	95,378	98,082	97,539	99,489
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,083	681	900	900
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	200	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	1,083	681	1,100	900
Fringe Benefits				
810 New York State Retirement	7,642	7,836	11,997	16,814
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	7,188	7,230	7,462	7,611
840 Workers' Compensation	-	-	-	-
850 Health Insurance	7,977	11,569	10,953	10,763
Total Fringe Benefits	22,807	26,635	30,412	35,188
Department Total	119,268	125,398	129,051	135,577

Purchasing Department
City of Watertown

A1345

Personnel Services		2011-12
		Budget
110	Salaries	
	Purchasing Agent	\$66,524
120	Clerical	
	Account Clerk Typist	<u>\$32,965</u>
	Total Personnel Services	\$99,489
Operating Expenses		
450	Miscellaneous	
	Association Fees	100
	Education/Travel & Training	800
	Total Operating Expenses	<u>\$900</u>
Fringe Benefits		
810	New York State Retirement	\$16,814
830	Social Security Expense	\$7,611
850	Health Insurance	<u>\$10,763</u>
	Total Fringe Benefits	\$35,188
TOTAL BUDGET		\$135,577

Fiscal Year: 2011-12
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. In addition we produce 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 and processes an average of 650 property transfers annually, requiring the review of deeds and transfer documents. Oversees the changes to tax maps required by subdivisions and merges. The office administers over 3,000 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 public service to our community.

2010-11 Accomplishments:

- ✓ Physically inspected and collected data on the approximately 46% of residential properties that had not been inspected as part of the former annual reassessment program.
- ✓ Developed city-wide residential valuation model.
- ✓ Made corrections to those assessments following physical inspections where warranted.

2011-12 Goals and Objectives:

- Build on our success of scanning and linking deeds to our real property system database by including other transfer documents and historic property records.
- Streamline our process of verifying deeds and property sales utilizing the above mentioned scanned documents.
- Work with City Comptroller, Watertown School District and City IT to determine the feasibility to transition to an RPS based tax bill to allow for a more modern formatting, ease of reprinting and a much more efficient process.

Fiscal Year: 2011-12
 Department: Assessment Department
 Account Code: A1355
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	58,981	60,163	59,936	60,835
120 Clerical	-	-	-	-
130 Wages	94,122	96,385	94,617	97,774
140 Temporary	-	-	-	-
150 Overtime	769	258	850	300
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	153,872	156,806	155,403	158,909
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	4,115	3,504	3,940	3,735
440 Fees Non Employees	57,190	32,096	40,000	40,000
450 Miscellaneous	6,477	5,093	11,040	6,640
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	1,924	1,484	2,100	1,900
465 Equipment < \$5,000	184	146	-	200
Total Operating Expenses	69,890	42,323	57,080	52,475
Fringe Benefits				
810 New York State Retirement	12,889	12,063	19,114	26,855
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,475	11,406	11,888	12,157
840 Workers' Compensation	-	-	-	-
850 Health Insurance	24,325	25,357	23,900	23,277
Total Fringe Benefits	48,689	48,826	54,902	62,289
Department Total	272,451	247,955	267,385	273,673

Assessment Department
City of Watertown

A1355

Personnel Services	2011-12 Budget
110 Salaries City Assessor	\$60,835
130 Wages Real Property Appraiser	55,428
Real Property Tax Service Aide	42,346
150 Overtime	<u>\$300</u>
Total Personnel Services	\$158,909

Operating Expenses

430 Contracted Services		
Advertising Expenses	60	
Repairs/Maintenance of Equip.	425	
Lexis Nexis Accurint	500	
SDG Link Maintenance	1,000	
Data Processing Service (RPS)	1,750	\$3,735
440 Fees, Non Employees		
Legal and Appraisals Services		\$40,000
450 Miscellaneous		
Professional Organization Dues	540	
Travel and Training	1,300	
Postage	4,500	
Mileage	300	\$6,640
460 Materials and Supplies		
Tax Bills & Notices	1,700	
Office Supplies	200	\$1,900
465 Equipment < \$5,000		
PDF-Xchange		<u>\$200</u>
Total Operating Expenses		\$52,475

Fringe Benefits

810 New York State Retirement		\$26,855
830 Social Security Expense		\$12,157
850 Health Insurance		<u>\$23,277</u>
Total Fringe Benefits		\$62,289

TOTAL BUDGET	\$273,673
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Fiscal Year: 2011-12
Department: General Fund
Account Code: A1362, A1380, A1930, A1940,
 A1950, A1990
Function: General Government Support



	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
A1362 Tax Advertising Exp.	12,648	14,546	14,600	14,625
A1380 Fiscal Agent Fees	3,691	2,955	2,390	2,300
A1930 Judgments and Claims	19,115	0	50,000	50,000
A1940 Purchase of Land	0	0	0	0
A1950 Real Property Taxes	31,027	29,121	29,200	29,175
A1990 Contingent	0	0	180,747	221,506
TOTAL BUDGET	\$66,481	\$46,622	\$276,937	\$317,606

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.

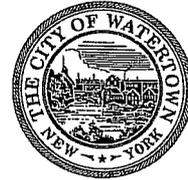
A1930 Judgments and Claims - Expenses associated with settlements in certiorari cases.

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 and benefit increases for Fire and Management employees; and deferred compensation payments.

Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- ✓ Disposed of 12 properties through property auction

2011-12 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: 2011-12
 Department: Expenses on Property Acquired
 Account Code: A1364
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	250	250
430 Contracted Services	19,459	3,354	51,300	46,300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	40	1,000	1,500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	19,459	3,394	52,550	48,050
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	19,459	3,394	52,550	48,050

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

Personnel Services **2011-12**
Budget

Operating Expenses

420	Insurance		\$250
430	Contracted Services		
	Auction notices	300	
	Deed filing costs	1,000	
	Asbestos Surveys, Demolitions	45,000	\$46,300
460	Materials and Supplies		<u>\$1,500</u>
	Total Operating Expenses		\$48,050
 TOTAL BUDGET			 \$48,050

Fiscal Year: 2011-12
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. In addition to the City Clerk, the office is staffed by two Deputy Clerks, all of which 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. The City Clerk's Office operates in a highly professional and accurate manner. The staff strives 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.

2010-11 Accomplishments:

- ✓ Performed 625 wedding ceremonies, issued 1182 marriage licenses; 1553 birth certificates; 495 death certificates; approximately 18,000 certified copies; answered 275 genealogy requests; issued 1549 dog licenses and processed over 250 passport applications. Prepared and filed 1200 pages of Council minutes. Completed inputting 142,005 birth certificates from the early 1900's to present

2011-12 Goals and Objectives:

- Smoothly transition to new leadership.
- Smoothly transition the new dog licensing program for City dog owners.
- Strive to offer the best customer service and the latest in e-government services that might become available.
- Finish project of inputting early death records into the computer system.
- Work toward increasing fees for vital records to make them more in line with New York State and comparable sized municipalities.

Fiscal Year: 2011-12
 Department: City Clerk's Office
 Account Code: A1410
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	133,681	135,335	134,876	137,849
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	133,681	135,335	134,876	137,849
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	9,919	10,171	10,270	11,995
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	378	531	400	325
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	699	526	500	1,000
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	10,996	11,228	11,170	13,320
Fringe Benefits				
810 New York State Retirement	10,951	10,538	16,590	23,296
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	9,725	9,824	10,318	10,449
840 Workers' Compensation	-	-	-	-
850 Health Insurance	30,527	32,111	30,527	29,534
Total Fringe Benefits	51,203	52,473	57,435	63,279
Department Total	195,880	199,036	203,481	214,448

City Clerk

City of Watertown **A1410**

Personnel Services	2011-12 Budget
110 Salaries	
City Clerk	\$64,387
Deputy City Clerk(2)	<u>\$73,462</u>
Total Personnel Services	<u>\$137,849</u>

Operating Expenses

430 Contracted Service		
Copier Maintenance & Lease	4,500	
Clerk Software Updates	1,800	
City Website Code Updates	1,195	
Code Supplements	4,500	\$11,995
450 Miscellaneous		
Education/Staff Training	100	
Membership Dues/Travel	225	\$325
460 Materials and Supplies		
Office Supplies		<u>\$1,000</u>
Total Operating Expenses		<u>\$13,320</u>

Fringe Benefits

810 New York State Retirement		\$23,296
830 Social Security Expense		\$10,449
850 Health Insurance		<u>\$29,534</u>
Total Fringe Benefits		<u>\$63,279</u>

TOTAL BUDGET	\$214,448
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Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- ✓ Aggressively defended claims against the City's Self Insured defense fund, including settlement of Ryan Dorr v. City of Watertown case.
- ✓ Researched issues related to Noise ordinance and rendered legal opinion to City Council regarding same.
- ✓ Assisted Code Enforcement Department with property code issues in City Court.

2011-12 Goals and Objectives:

- Continue to be responsive to legislative and administrative requests for legal opinions, advice and assistance.
- Monitor the ever changing legal mandates at both the Federal and State level and analyze their impact on the City of Watertown.

Fiscal Year: 2011-12
 Department: Law
 Account Code: A1420
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	181,726	175,292	187,000	187,000
450 Miscellaneous	4,655	4,929	4,800	5,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	186,381	180,221	191,800	192,000
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	186,381	180,221	191,800	192,000

Law

City of Watertown

A1420

		2011-12 Budget
Operating Expenses		
440	Fees, Non Employees	
	Slye and Burrows	185,000
	Bond Schoneck & King	1,000
	Arbitrators, Stenographers, etc.	1,000
		\$187,000
450	Miscellaneous	
	Updates; Law Books	<u>\$5,000</u>
	Total Operating Expenses	\$192,000
TOTAL BUDGET		\$192,000

Fiscal Year: 2011-12
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, Flower Memorial Library, Watertown City School District, and Watertown Housing Authority with responsibility over 337 competitive, 187 non-competitive, 91 labor, 11 exempt, and 4 unclassified positions (for a total of 630 employees). The department is staffed with a full-time Executive Secretary.

2010-2011 Accomplishments

- ✓ In conjunction with the City Manager, rated and scored job titles to provide a consistent structure with which to base salaries.
- ✓ Assisted Executive Director of Watertown Housing Authority in recruitment for three upper level positions due to the early retirement incentive.
- ✓ Began presentation of revised job specifications to Commission for review and approval.
- ✓ Revised Rule XIV, Probationary Term, to accommodate the needs of all appointing authorities.
- ✓ Organized old examination, employee and correspondence files in storage which had not been done for 20 years.

2011-12 Goals and Objectives:

- Complete revision of job specifications and present to the appointing authorities for their review with final presentation for approval to the Commission.
- Evaluate use of Civil Service forms used by departments for change to increase efficiency and provide ease of use.
- Review Rules of the Commission for modification as necessary.
- Continue to promote job opportunities for all agencies served by this office by attending job fairs, posting available positions and examinations, and community outreach.

Fiscal Year: 2011-12
 Department: Civil Service
 Account Code: A1430
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	36,568	37,301	37,161	37,718
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	640	490	300	300
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	37,208	37,791	37,461	38,018
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	23,251	16,069	4,756	4,894
440 Fees Non Employees	130	420	400	600
450 Miscellaneous	1,002	535	1,070	1,200
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	255	276	175	200
465 Equipment < \$5,000	-	-	-	1,800
Total Operating Expenses	24,638	17,300	6,401	8,694
Fringe Benefits				
810 New York State Retirement	3,201	2,945	4,608	6,424
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,389	2,511	2,866	2,908
840 Workers' Compensation	-	-	-	-
850 Health Insurance	12,675	13,347	12,675	12,252
Total Fringe Benefits	18,265	18,803	20,149	21,584
Department Total	80,111	73,894	64,011	68,296

City of Watertown

Civil Service

A1430

Personnel Services

**2011-12
Budget**

110	Salaries		
	Executive Secretary to Civil Service Commission		\$37,718
170	Out of Code - Exam Monitors		<u>\$300</u>
	Total Personnel Services		\$38,018

Operating Expenses

430	Contracted Services		
	Advertising (Public Hearings)	150	
	Software Maintenance Agrmnt	4,744	\$4,894
440	Fees, Non Employees		
	Monitors for exams		\$600
450	Miscellaneous		
	Mileage Reimbursement	175	
	Travel and Training	700	
	Updates; Law Book	75	
	Job and Career Fairs	250	\$1,200
460	Materials and Supplies		
	Printed Forms, Letterhead		\$200
465	Equipment < \$5,000		
	Tables for Exams (6 - 3'x8')		<u>\$1,800</u>
	Total Operating Expenses		\$8,694

Fringe Benefits

810	New York State Retirement		\$6,424
830	Social Security Expense		\$2,908
850	Health Insurance		<u>\$12,252</u>
	Total Fringe Benefits		\$21,584

TOTAL BUDGET

\$68,296

Fiscal Year: 2011-12
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 one Civil Engineer 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.

2010-11 Accomplishments

- ✓ Construction completed for Breen Avenue, Riggs Avenue, Dosing Station Dam Rehab Phases I & II, Franklin Street Sidewalk, Sidewalk District 6, Washington Street VPP, and Greensview/Ives Sewer Upgrade.
- ✓ Provided engineering assistance to the DPW for Marble and Bicentennial Parks.
- ✓ Started construction of J.B. Wise Parking Lot and negotiated an MGP Cost Sharing Agreement with National Grid.
- ✓ Selected Consultant for the Factory Street Pass Through project.
- ✓ Negotiated Sewer District renewals with the Town of Watertown.
- ✓ Secured Sanitary Sewer easement across Stateway Plaza to facilitate development.
- ✓ Undertook geothermal evaluation for City Hall and Flower Library.

2011-12 Goals and Objectives

- Capital Project Design and construction oversight of and in coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: J.B. Wise Reconstruction, WOTS Lining, Clinton Street Reconstruction, HVAC upgrades to City Hall and Flower Library, projects in support of DPW, and proposed developments.
- Complete design for: Butler Drive, WOTS Chestnut to Ives, Reservoir Main Parallel Line. Conduct a seismic analysis of City Hall. Attain Approval of the CSO LTCP from NYSDEC.
- Complete the current Sidewalk Replacement District, and prepare for follow on districts.
- Provide assistance as directed to support the development of the Ogilvie site.
- Begin conversion of Engineering files to a digital format, and developing systems to process permits and UFPO's electronically.

Fiscal Year: 2011-12
 Department: Engineering Department
 Account Code: A1440
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	411,716	373,175	365,180	335,259
120 Clerical	27,453	29,816	30,614	31,539
130 Wages	72,434	68,993	84,796	91,995
140 Temporary	5,635	-	-	-
150 Overtime	7,181	2,726	10,600	10,600
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	524,419	474,710	491,190	469,393
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	7,496	-	-	-
Total Equipment	7,496	-	-	-
Operating Expenses				
410 Utilities	897	618	700	700
420 Insurance	-	-	-	-
430 Contracted Services	23,446	23,307	30,460	31,700
440 Fees Non Employees	565	-	20,600	20,000
450 Miscellaneous	5,126	2,479	15,225	11,700
455 Dept. Vehicle Expense	996	1,097	1,500	1,720
460 Materials and Supplies	1,874	1,832	2,250	2,250
465 Equipment < \$5,000	5,529	-	1,350	1,350
Total Operating Expenses	38,433	29,333	72,085	69,420
Fringe Benefits				
810 New York State Retirement	32,741	38,243	60,416	79,327
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	38,643	34,588	37,576	35,908
840 Workers' Compensation	-	-	-	-
850 Health Insurance	89,148	79,749	70,689	72,369
Total Fringe Benefits	160,532	152,580	168,681	187,604
Department Total	730,880	656,623	731,956	726,417

Engineering Department
City of Watertown

A1440

Personnel Services

**2011-12
Budget**

110	Salaries		
	City Engineer	89,443	
	Municipal Utility Manager	11,250	
	Civil Engineer I (3)	169,644	
	Civil Engineer II	64,922	\$335,259
120	Clerical		
	Secretary I		\$31,539
130	Wages		
	CAD Technician	55,778	
	Engineering Technician	36,217	\$91,995
150	Overtime		<u>\$10,600</u>
	Total Personnel Services		\$469,393

Operating Expenses

410	Utilities		\$700
430	Contracted Services		
	Equipment Service/Repair	800	
	Software & Tech Support	13,500	
	Legal Advertisements	600	
	Filing Fees for Deeds/Easements	600	
	Pre-Design Engineering Insp.	15,000	
	Maintenance Agreements	1,200	\$31,700
440	Fees, Non Employee		
	Surveying Agreement		\$20,000
450	Miscellaneous		
	Travel	3,000	
	Training and Professional Dev.	6,000	
	Mileage Reimbursement	1,500	
	Professional Memberships	800	
	Texts/Reference Materials	400	\$11,700
455	Dept. Vehicle Expense		
	Insurance	600	
	Fuel & Oil	520	
	Maintenance/Repairs	600	\$1,720

460	Materials & Supplies		
	CAD/Drafting Supplies	750	
	Field Supplies	750	
	Office Supplies	750	\$2,250
465	Other Equipment < \$5,000		
	Field Equipment	450	
	Total Station - misc. equipment	450	
	Computer needs, misc.	450	<u>\$1,350</u>
	Total Operating Expenses		\$69,420

Fringe Benefits

810	New York State Retirement		\$79,327
830	Social Security Expense		\$35,908
850	Health Insurance		<u>\$72,369</u>
	Total Fringe Benefits		\$187,604

TOTAL BUDGET **\$726,417**

Fiscal Year: 2011-12
Department: Public Works Department
Account Code: General Fund
Function: Public Works Summary



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Public Works Admin.	636,449	638,704	647,517	690,303
Central Garage	616,516	610,786	678,342	704,554
Buildings/Grounds Maint.	570,397	539,128	544,815	591,047
Maintenance of Roads	591,869	718,231	754,265	740,858
Snow Removal	1,256,390	1,019,436	1,192,309	1,173,058
Storm Sewer	335,578	330,109	335,681	351,938
Refuse & Garbage	<u>821,849</u>	<u>916,071</u>	<u>943,557</u>	<u>981,350</u>
Public Works Total	4,829,048	4,772,465	5,096,486	5,233,108

Fiscal Year: 2011-12
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 2010-2011 operating budget in excess of \$8,350,000. 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.

2010-11 Accomplishments

- ✓ Worked with City Police, Engineering and Planning Departments to develop a comprehensive plan to address prohibitions for City wide margin parking.
- ✓ Completed Washington Street ARRA paving project.
- ✓ Designed, bid and contract awarded for the Thompson Park Administration Building Roof Replacement Project and contract awarded for the Outdoor Pool Facilities Study.
- ✓ Completed Year-1 objectives for the Black River Parks Projects.
- ✓ Designed, bid and contract awarded for the Central Garage Wash Bay Rehabilitation Project.
- ✓ Completed the Plow Shed Ventilation Project.
- ✓ Completed the design and rehabilitation of the Arena Concession.

2011-12 Goals and Objectives

- Complete the ARRA's Efficient Transportation System Implementation funded Refuse and Recycling Routing Project.
- Complete Year-2 contractor focused management of the multi-tasked Black River Parks Project work to be done by force account forces at both the Bicentennial and the Marble Street Parks.
- Work with the IT Department to incorporate the Alfresco Document Management architecture in order to manage and access data as we continue to expand our "Paperless Office" environment.
- Continue to evaluate and critique services offered across all subdivisions to ensure that we meet the needs and expectations of the community.
- Continue to expand CarteGraph management database system through the implementation of the Signage Module.

Fiscal Year: 2011-12
 Department: Public Works Administration
 Account Code: A1490
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	202,569	216,252	211,516	216,660
120 Clerical	103,911	107,216	109,306	112,568
130 Wages	39,286	42,401	43,910	45,238
140 Temporary	1,346	-	-	-
150 Overtime	447	972	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	347,559	369,641	367,532	377,266
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	54,680	51,321	51,125	51,100
420 Insurance	3,231	3,374	3,502	2,890
430 Contracted Services	50,125	29,644	35,105	47,955
440 Fees Non Employees	2,656	3,093	3,050	4,438
450 Miscellaneous	1,272	2,166	4,075	4,150
455 Dept. Vehicle Expense	6,378	4,639	9,021	8,423
460 Materials and Supplies	22,836	24,835	22,450	22,450
465 Equipment < \$5,000	1,071	307	450	825
Total Operating Expenses	142,249	119,379	128,778	142,231
Fringe Benefits				
810 New York State Retirement	28,701	27,730	44,862	66,165
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	25,852	27,154	28,116	28,861
840 Workers' Compensation	12,380	14,358	6,000	6,500
850 Health Insurance	79,708	80,442	72,229	69,280
Total Fringe Benefits	146,641	149,684	151,207	170,806
Department Total	636,449	638,704	647,517	690,303

Public Works Administration

City of Watertown

A1490

Personnel Services

**2011-12
Budget**

110	Salaries		
	Superintendent of Public Works	82,732	
	Asst. Super.Public Works (20%)	13,802	
	Street/Sewer Maintenance Super.	60,063	
	Parks/Rec Maintenance Super.	60,063	\$216,660
120	Clerical		
	Office Manager	45,238	
	Account Clerk/Typist (2)	67,330	\$112,568
130	Wages		
	Senior Engineer Technician		\$45,238
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		<u>\$377,266</u>

Operating Expenses

410	Utilities		
	Water/Sewer/City Billed Electric	1,400	
	City Billed Electric	2,400	
	Natural Gas	42,000	
	Westelcom Telephone	3,200	
	Cellular Phone Service	2,100	\$51,100
420	Insurance		\$2,890
430	Contracted Services		
	Janitorial Services	8,100	
	Rug/Mat Rentals	500	
	GIS/GPS Software Service/Maintenance	5,200	
	Cartegraph Subscription Renewal	5,675	
	Weather Forecast Service	805	
	Elevator Maintenance/Repair	3,500	
	In-fill (3) Windows (547 Newell St)	6,000	
	Door Replacement (521a Newell St)	1,400	
	Piping System Inspection (521 Newell St)	1,500	
	Piping System Inspection (337 Engine St)	1,200	
	Building, Heating, Phone, etc.	4,000	
	Sprinkler System Maintenance	3,000	
	Generator Maintenance	875	
	Overhead Door Preventive Maintenance (21)	1,500	
	Overhead Door Repairs	1,000	
	Various Fence and Gate Repairs	900	
	Office Equipment Maint./Repair	1,800	
	Small Equipment Repairs	1,000	\$47,955

440	Fees, Non-Employees		
	FCC License Renewal	750	
	NYS Pollutant Discharge Fee	88	
	CDL Mandated Random Testing	3,600	\$4,438
450	Miscellaneous		
	Subscriptions & Memberships	850	
	Seminars	800	
	Training Admin. Employees	800	
	PESH Training	1,000	
	Reference Manuals	300	
	Safety Shoes/Related Equipment	400	\$4,150
455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade(1-36)	600	
	Vehicle Maintenance	2,000	
	Routine Preventive Maintenance	150	
	Vehicle Fuel & Lubricants	3,700	
	Insurance	1,973	\$8,423
460	Materials and Supplies		
	Public Works Administration:		
	Building/Grounds Maintenance		
	& Repair Materials	5,000	
	Janitorial/Restroom Supplies	2,000	
	Office Equipment Supplies	500	
	Carpenter Tools/Supplies	500	
	Small Tools & Materials	1,000	
	Safety Clothing & Equipment	850	
	Central Storeroom Materials:		
	Barricade Parts/Batteries	3,000	
	Lumber & Materials	2,200	
	Small Hand Tools/Equip.	1,900	
	Safety Vests,Gloves etc.(Stock)	4,000	
	Miscellaneous Supplies	1,500	\$22,450
465	Other Equipment < \$5,000		
	Weather Station		<u>\$825</u>
	Total Operating Expenses		\$142,231

Fringe Benefits

810	New York State Retirement	\$66,165
830	Social Security Expense	\$28,861
840	Workers' Compensation	\$6,500
850	Health Insurance	<u>\$69,280</u>
	Total Fringe Benefits	\$170,806

TOTAL BUDGET **\$690,303**

Fiscal Year: 2011-12
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.

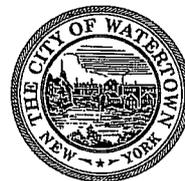
2010-11 Accomplishments

- ✓ Extended routine oil sampling to vehicles in the Fire Department and Recreation.
- ✓ Vehicle library manual update is nearly complete.
- ✓ Designed, bid and awarded bid for wash bay refurbishment.
- ✓ Developed specifications for new recycle vehicles.

2011-12 Goals and Objectives

- Train designated maintenance personnel in the operation and set up of the vehicle wash system.
- Develop detailed specifications and bid all 2011-2012 authorized vehicle purchases utilizing the New York State OGS contracts whenever possible.
- Re-build/replace the concrete pad for the underground used oil tank adjacent to the maintenance facility to alleviate the surface water run-off from entering the sump and triggering the alarm on the monitor system.
- Investigate various inventory control systems (bar code, tear off labels, etc) that can be implemented in coming years to better track inventory and charge off to repair orders

Fiscal Year: 2011-12
 Department: Central Garage
 Account Code: A1640
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	33,580	34,253	33,994	34,504
120 Clerical	35,869	36,750	36,617	37,723
130 Wages	238,832	249,697	252,983	241,822
140 Temporary	-	-	-	-
150 Overtime	4,871	4,373	4,500	4,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	7,100	7,100	5,600
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	313,152	332,173	335,194	324,149
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	31,270	27,595	26,705	26,810
420 Insurance	1,050	1,559	1,105	2,295
430 Contracted Services	33,697	36,420	43,539	42,911
440 Fees Non Employees	-	332	250	750
450 Miscellaneous	1,306	1,299	2,050	2,450
455 Dept. Vehicle Expense	7,950	5,045	7,068	6,714
460 Materials and Supplies	120,743	108,285	148,900	169,700
465 Equipment < \$5,000	2,910	1,602	3,750	9,950
Total Operating Expenses	198,926	182,137	233,367	261,580
Fringe Benefits				
810 New York State Retirement	25,701	25,048	40,356	53,043
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	24,006	24,875	25,642	24,797
840 Workers' Compensation	68	-	-	-
850 Health Insurance	54,663	46,553	43,783	40,985
Total Fringe Benefits	104,438	96,476	109,781	118,825
Department Total	616,516	610,786	678,342	704,554

Central Garage

City of Watertown

A1640

Personnel Services

2011-12
Budget

110	Salaries		
	Assistant Superintendent (50%)		\$34,504
120	Clerical		
	Senior Account Clerk/Typist		\$37,723
130	Wages		
	Motor Equip. Mechanic (6)		\$241,822
150	Overtime		\$4,500
175	Health Insurance Buyout		\$5,600
	Total Personnel Services		\$324,149

Operating Expenses

410	Utilities		
	Gas	22,000	
	Fire Service Water	235	
	Water and Sewer	3,500	
	Telephone	375	
	NYSI Phone Line & Calls	100	
	Cell Phone	600	\$26,810
420	Insurance		\$2,295
430	Contracted Services		
	Janitorial Services	10,200	
	Sanor Service	392	
	Uniforms / Rug Rental	3,200	
	Water Cooler / Delivery	450	
	Part Machine Servicing	1,600	
	Annual Sprinkler Inspection	300	
	Oil, Filters & Antifreeze Disposal	1,100	
	Overhead Door Repair	500	
	Overhead Door Preventive Maintenance (11)	800	
	Brake Lathe Maintenance	350	
	Peak Roof Over Entry Door	2,500	
	Rebuild Used Oil Tank Pad	3,500	
	Heating/Plumbing Maint./Repairs	2,500	
	HVAC Service Agreement	2,200	
	Fire Alarm Monitoring	360	
	Light & Heavy Equipment		
	Diagnostic System Upgrades	1,620	

	Fuel Master Maintenance	1,700	
	Car Wash Maintenance	2,000	
	Vehicle Lift Annual Maint & Inspct	1,800	
	Vehicle Lift Repair	1,000	
	Fork Lift Maintenance	500	
	Pressure Washer Maintenance	500	
	Fuel Master Software Update	800	
	Fleet Maintenance Software (RTA)	800	
	Fleet Support Service (Cartegraph)	425	
	Copier / FAX Maint. Contract	414	
	Crane Inspection & Certification	600	
	Cylinder Rental	800	\$42,911
440	Fees, Non-Employee		
	Petroleum Bulk Storage Permit (5 Yrs.)	500	
	Employee Testing	250	\$750
450	Miscellaneous		
	Safety Shoes (7)	1,100	
	Training/PESH	700	
	Repair Manuals	500	
	Licensing/Subscriptions	150	\$2,450
455	Dept. Vehicle Expense		
	Equipment Maint/Repair	2,000	
	FCC Mandated Radio Upgrade (1-75)	600	
	Preventive Maintenance	140	
	Gasoline (2 Vehicles)	2,600	
	Insurance (2 Vehicles)	1,374	\$6,714
460	Materials and Supplies		
	Gas & Diesel Fuel *	102,800	
	Lubricants *	2,700	
	Bulk Hydraulic Hose	2,000	
	Shop Tool Replacements	5,000	
	Welding Gas	700	
	Mechanics Supplies	7,500	
	Shop Towels/Hand Soap	3,500	
	Fuel Farm Maintenance	2,500	
	Misc. Parts for Maint./ Repair *	18,000	
	Unanticipated Repairs	25,000	\$169,700
465	Equipment < \$5,000		
	Copier w/Network Scanner	3,000	
	Battery Charger	650	
	EVAP Exhaust System Tester	3,500	
	Brake Lathe Access & Adapters	1,300	
	Parts Shelving	1,500	\$9,950
	Total Operating Expenses		\$261,580

Fringe Benefits

810	New York State Retirement	\$53,043
830	Social Security Expense	\$24,797
850	Health Insurance	<u>\$40,985</u>
	Total Fringe Benefits	\$118,825

TOTAL BUDGET **\$704,554**

*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: 2011-12
Department: Building and Grounds Maintenance
Account Code: A5010
Function: Transportation



Description: This is an eight-month account, having a total of 11 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 2010, this division responded to 112 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.

2010-11 Accomplishments:

- ✓ Facilitated the planting of 125 new trees and pruned 755 trees maintained under our Urban Forestry Plan.
- ✓ Realized a savings in holiday decoration labor time by coordinating efforts with the Electric and IT Departments.
- ✓ Assisted with the new Fairgrounds basketball court construction and completed fence installation prep work for the Bicentennial Park Project.
- ✓ Completed rough cut and grubbing of the former Academy Quarry site in Thompson Park.
- ✓ Cleared approximately 220 feet of sewer right-of-way on Oak Street.

2011-12 Goals and Objectives:

- Assist with construction efforts of the Black River Parks development projects at Bi-Centennial and Marble Street Parks.
- Support the City's Urban Forestry Plan with additional tree planting and advanced arborist training for employees.
- Enhance Cartegraph data collection through implementation and training of staff at the Thompson Park Maintenance Facility.
- Perform site preparation at the former Academy Quarry site to create a green space for future recreational use.

Fiscal Year: 2011-12
 Department: Building and Grounds Maintenance
 Account Code: A5010
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	211,854	185,945	205,290	223,937
140 Temporary	79,267	82,800	92,400	89,000
150 Overtime	6,859	7,618	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	392	-	-	-
175 Health Insurance Buyout	-	-	-	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	298,372	276,363	305,690	322,813
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	12,207	-	8,100
Total Equipment	-	12,207	-	8,100
Operating Expenses				
410 Utilities	2,714	2,758	2,937	2,990
420 Insurance	1,799	1,958	2,050	2,022
430 Contracted Services	972	3,707	4,208	3,208
440 Fees Non Employees	1,518	2,331	1,800	2,000
450 Miscellaneous	5,476	2,210	3,600	5,800
455 Dept. Vehicle Expense	74,177	62,056	64,044	67,528
460 Materials and Supplies	36,322	29,512	20,000	33,700
465 Equipment < \$5,000	11,459	1,962	2,425	800
Total Operating Expenses	134,437	106,494	101,064	118,048
Fringe Benefits				
810 New York State Retirement	19,562	22,914	26,235	47,472
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	22,381	20,599	23,385	24,695
840 Workers' Compensation	23,510	31,967	28,500	25,000
850 Health Insurance	72,135	68,584	59,941	44,919
Total Fringe Benefits	137,588	144,064	138,061	142,086
Department Total	570,397	539,128	544,815	591,047

Building and Grounds Maintenance

City of Watertown

A5010

Personnel Services

**2011-12
Budget**

130	Wages		
	Crew Chief (1) *	25,479	
	Motor Equipment Operator (1) *	24,162	
	Municipal Worker I (4) *	84,375	
	Tree Trimmer (1) *	24,162	
	Park/Rec.Maintenance Worker (4)**	65,759	\$223,937
140	Temporary		\$89,000
150	Overtime		\$8,000
175	Health Insurance Buyout		<u>\$1,876</u>
	Total Personnel Services		\$322,813

Equipment

250	Equipment > \$5,000		
	Portable Staging (12x24)		<u>\$8,100</u>
	Total Equipment		\$8,100

Operating Expenses

410	Utilities		
	Nextel For GPS	160	
	Water/Sewer	1,000	
	Monument , Flag & Sign Lighting	1,230	
	Cell Phone	600	\$2,990
420	Insurance		\$2,022
430	Contracted Services		
	GPS Tracking	208	
	Repairs/Maintenance on Equipment	1,500	
	Misc. B&G Maintenance	1,000	
	Misc.Equipment Rental	500	\$3,208
440	Fees - Non Employee		
	Employee Testing		\$2,000
450	Miscellaneous		
	Safety Shoes and Related Equipt.	1,800	
	Pest Control Certification	200	
	Tree Trimmer Certification In-House	300	
	Arborist Training	2,500	
	Safety Training/Seminars /PESH	1,000	\$5,800

455	Dept. Vehicle Expense		
	Insurance	9,522	
	FCC Mandated Radio Upgrade (1-32)	600	
	Vehicle Maintenance & Repairs	23,500	
	Routine Preventive Maintenance	1,800	
	Bucket Truck Certification	1,200	
	Gas and Diesel Fuel	30,906	\$67,528
460	Materials and Supplies		
	Waferboard Codes Orders	1,000	
	Top Soil, Crusher Run etc.	5,000	
	Ropes and Related Equipment	750	
	Annual Tree Replacement Program ***	13,700	
	Replacement Parts/Supplies for Mowers, Trimmers, Chainsaws etc.	3,500	
	Park Bench Backs & Seats	250	
	Flowers and Bulbs	500	
	Small Hand Tools	1,000	
	Dogi-Pot Pet Station Supplies	1,000	
	Christmas Decorations	5,000	
	Miscellaneous Supplies	2,000	\$33,700
465	Equipment < \$5,000		
	Weedwackers (4)		<u>\$800</u>
	Total Operating Expenses		\$118,048

Fringe Benefits

810	New York State Retirement		\$47,472
830	Social Security Expense		\$24,695
840	Workers' Compensation		\$25,000
850	Health Insurance		<u>\$44,919</u>
	Total Fringe Benefits		\$142,086

TOTAL BUDGET **\$591,047**

* A5142 33%

** A7265 50%

*** \$8,700 Grant Reimbursable

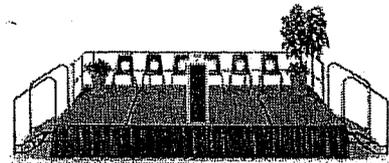
A5010 – Buildings & Grounds Maintenance

Fiscal Year 2011-12
Equipment Requests

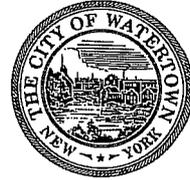


Portable Staging \$8,100

This is a request to purchase portable stage platforms, stairs, and railings. The staging that is currently utilized by the department is over ten years old and does not include a guard rail system. The wooden platforms are beginning to deteriorate and will become unusable. This request will replace the existing equipment and will be utilized during special events and parades.



Fiscal Year: 2011-12
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation



Description: This is an eight-month account, having a total of 13 budgeted 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 \$450,000. 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 1,800 miles of travel ways are swept annually.

2010-11 Accomplishments:

- ✓ Completed milling, base repair and preparation work for a contractor placed top course of Washington Street from Flower Ave East to the City Limit as part of the Federal ARRA Stimulus program.
- ✓ Completed the basketball court, concrete sidewalks and concrete ADA compliant handi-cap ramps for the Bicentennial Park Improvement Project.
- ✓ Paved 9,560 feet of roadways and placed 9,400 linear feet of pin-on curbing.

2011-12 Goals and Objectives:

- Complete the reconstruction of the Stone Street Parking Lot's Washington Street pedestrian access walkway next to the Jefferson County Historical Society's property.
- Continue to monitor and evaluate the possible repair/replacement options for the Synthetic Asphalt on Public Square crosswalks.
- Continue Street Paving and Pin-On Curb Construction Program as detailed in our Capital Budget Schedule.
- Complete the Bicentennial and Marble Parks Projects.
- Initiate Streetscape Crosswalk Marking replacement utilizing a mix of full replacement and sectional repairs.

Fiscal Year: 2011-12
 Department: Maintenance of Roads
 Account Code: A5110
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	217,954	241,958	291,866	305,008
140 Temporary	15,123	28,400	13,000	12,600
150 Overtime	5,292	7,803	14,000	7,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	2,684	576	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	241,053	278,737	318,866	324,608
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	38,000	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	10,848
Total Equipment	-	-	38,000	10,848
Operating Expenses				
410 Utilities	293	358	325	460
420 Insurance	3,655	4,721	4,957	4,920
430 Contracted Services	1,333	1,757	11,354	8,958
440 Fees Non Employees	285	1,141	800	900
450 Miscellaneous	1,651	2,447	3,500	4,500
455 Dept. Vehicle Expense	111,434	115,292	126,124	130,668
460 Materials and Supplies	82,569	60,032	61,700	69,000
465 Equipment < \$5,000	2,355	504	1,750	1,800
Total Operating Expenses	203,575	186,252	210,510	221,206
Fringe Benefits				
810 New York State Retirement	23,965	19,818	37,622	54,859
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	17,928	20,666	24,393	24,833
840 Workers' Compensation	33,148	141,307	40,000	28,000
850 Health Insurance	72,200	71,451	84,874	76,504
Total Fringe Benefits	147,241	253,242	186,889	184,196
Department Total	591,869	718,231	754,265	740,858

Maintenance of Roads

City of Watertown

A5110

Personnel Services

2011-12
Budget

130	Wages		
	Crew Chief (3) *	80,503	
	Heavy Equipment Oper (2)*	53,665	
	Motor Equipment Oper (6)*	136,914	
	Municipal Worker I (2)*	33,926	\$305,008
140	Temporary		\$12,600
150	Overtime		<u>\$7,000</u>
	Total Personnel Services		\$324,608

Equipment

250	Equipment > \$5,000		
	Bobcat Wheel Saw Attachment		<u>\$10,848</u>
	Total Equipment		\$10,848

Operating Expenses

410	Utilities		
	Nextel For GPS	160	
	Walkway Lights	300	\$460
420	Insurance		\$4,920
430	Contracted Services		
	GPS Tracking	208	
	Bridge Inspection/Repair Materials	2,500	
	Misc. Equipment Repairs	3,750	
	Outside Equipment Rentals	2,500	\$8,958
440	Fees, Non-Employee		
	Employee Testing		\$900
450	Miscellaneous		
	Safety Shoes, & Related Materials	2,300	
	Safety Apparel	1,200	
	Training/PESH	1,000	\$4,500

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-56,1-57,1-96)	1,800	
	Maintenance & Repairs	40,000	
	Routine Preventive Maintenance	5,000	
	Gas & Diesel Fuel	56,788	
	Sweeper/Paver Maintenance	8,000	
	Sweeper Brooms	3,500	
	Insurance	15,580	\$130,668
460	Materials and Supplies		
	Small Tools	3,500	
	Blacktop & Related Materials - road patch only	34,500	
	Top Soil,Crusher Run, etc.	11,000	
	Ready-mix Concrete	10,000	
	Materials for Concrete Forms	1,500	
	Milling Machine Bits	700	
	ADA Truncated Sidewalk Domes	1,800	
	Concrete Sealant	1,500	
	Roadsaver Sealant (Crack Sealer)	2,000	
	Miscellaneous Supplies	2,500	\$69,000
465	Equipment < \$5,000		
	Concrete Power Screed		<u>\$1,800</u>
	Total Operating Expenses		\$221,206

Fringe Benefits

810	New York State Retirement		\$54,859
830	Social Security Expense		\$24,833
840	Workers' Compensation		\$28,000
850	Health Insurance		<u>\$76,504</u>
	Total Fringe Benefits		\$184,196

TOTAL BUDGET \$740,858

* A5142 33%

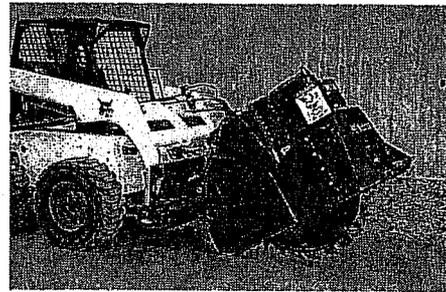
A5110 – Maintenance of Roads



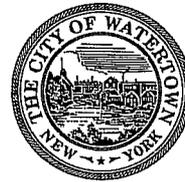
Fiscal Year 2011-12
Equipment Requests

Wheel Saw Attachment \$10,848

This is a request to purchase a wheel saw attachment for the department's S250 Bobcat Loader. The wheel saw will be capable of cutting through asphalt, concrete, frozen ground and wire mesh. The attachment will be utilized by Public Works crews for road repairs and laying electric, fiber-optic conduit and sewers. This purchase will allow the department to complete this work in-house, decrease mobilization time and increase productivity.



Fiscal Year: 2011-12
Department: Snow Removal
Account Code: A5142
Function: Transportation



Description: The thirty-nine (39) 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 40 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 2009-2010 approximately 80 inches of snow fell, as compared to approximately 181 inches received during the 2008-2009 season.

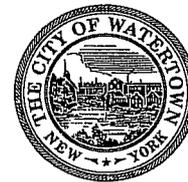
2010-11 Accomplishments:

- ✓ Designed/bid and completed the Plow Shed Ventilation Project.
- ✓ Paved Snow Dump Access Roadway.
- ✓ Conducted GPS Activity Report training on snow routing real time data.

2011-12 Goals and Objectives:

- Continue to implement GIS/GPS technology into our snow fleet operations to better manage cost and service delivery.
- Begin a retrofit on our computer operated sander controls.
- Continue to investigate preliminary design and potential location for future Salt Storage Structure.
- Conduct an informal in-house review and critique of our winter response operations as it relates to anti-icing and deicing protocol.

Fiscal Year: 2011-12
 Department: Snow Removal
 Account Code: A5142
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	344,697	389,440	416,408	435,997
140 Temporary	2,242	9,125	-	-
150 Overtime	176,398	65,942	80,000	80,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	14,800	11,425	-	-
175 Health Insurance Buyout	-	-	-	924
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	538,137	475,932	496,408	516,921
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	5,702	13,847	-	-
Total Equipment	5,702	13,847	-	-
Operating Expenses				
410 Utilities	2,282	4,425	5,627	5,330
420 Insurance	3,559	3,936	4,133	4,226
430 Contracted Services	61,960	15,761	52,851	26,954
440 Fees Non Employees	1,338	927	1,700	1,100
450 Miscellaneous	3,962	207	-	-
455 Dept. Vehicle Expense	134,073	131,543	154,674	152,775
460 Materials and Supplies	293,754	158,826	245,500	220,700
465 Equipment < \$5,000	2,323	8,442	1,700	7,000
Total Operating Expenses	503,251	324,067	466,185	418,085
Fringe Benefits				
810 New York State Retirement	42,733	40,976	61,058	87,204
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	40,084	35,043	37,975	39,544
840 Workers' Compensation	5,319	-	1,000	1,000
850 Health Insurance	121,164	129,571	129,683	110,304
Total Fringe Benefits	209,300	205,590	229,716	238,052
Department Total	1,256,390	1,019,436	1,192,309	1,173,058

Snow Removal

City of Watertown

A5142

Personnel Services

2011-12
Budget

130	Wages *		
	Crew Chief (7)	94,008	
	Heavy Equip Oper (3)	40,248	
	Motor Equip Oper (15)	158,820	
	Sign Maintenance Worker (2)	24,262	
	Tree Trimmer (1)	11,900	
	Park&Rec.Maint.Worker (2)	20,068	
	Municipal Worker I (9)	86,691	\$435,997
150	Overtime		\$80,000
175	Health Insurance Buyout		<u>\$924</u>
	Total Personnel Services		\$516,921

Operating Expenses

410	Utilities		
	Nextel for GPS	280	
	Water/Fire Service	250	
	Gas/ Electric	2,600	
	Telephone	1,000	
	Cellular phone service	1,200	5,330
420	Insurance		4,226
430	Contracted Services		
	GPS Tracking	644	
	Annual Fire Alarm Monitoring	360	
	Overhead Door Preventive Maintenance (4)	200	
	Heat System Annual Maint Inspection	250	
	Heat System Repair	250	
	Private Haulers for Snow Removal	20,000	
	Small Engine Repair	250	
	Snow Dump Facility Maint./ Repair	5,000	\$26,954
440	Fees Non- Employee		
	Post Accident Employee Testing		\$1,100
455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-53,1-65,1-66)	1,800	
	Plow Tires & Wheels	2,250	
	Service & Repair Pickup Truck Plows	6,500	
	Poly Fenders Snow Plow (1-15)	800	

	Replace Wing (1-17)	3,000	
	Sander Chains (2)	1,800	
	Wing Trip Blocks (2)	2,000	
	Wing Slides (2)	1,200	
	Rotary Blower Maintenance	5,000	
	Equipment Maint. & Repair	60,000	
	Gas and Diesel Fuel	44,158	
	Preventive Maintenance	4,500	
	Insurance	19,767	\$152,775
460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	205,000	
	Patching Materials	1,500	
	Top Soil for Margin Repairs	1,000	
	Cutting Edges & Bolts	9,000	
	Carbide Cutting Edge 11ft (2)	2,000	
	Wing Braces	2,000	
	Miscellaneous Hand Tools/Supplies	200	\$220,700
465	Equipment <\$5,000		
	Compuspread Unit (2)		<u>\$7,000</u>
	Total Operating Expenses		\$418,085

Fringe Benefits

810	New York State Retirement		\$87,204
830	Social Security Expense		\$39,544
840	Workers' Compensation		\$1,000
850	Health Insurance		<u>\$110,304</u>
	Total Fringe Benefits		\$238,052

TOTAL BUDGET

\$1,173,058

* 67% A5010, A5110, A5186, A7110, A8140, A8160, F8340, G8120

Fiscal Year: 2011-12
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, one Heavy Motor Equipment Operator, two Motor Equipment Operators and two 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.

2010-11 Accomplishments:

- ✓ Installed storm water collection infrastructure to address surface water issues along Thompson Boulevard, Morrison Street and Leray Street.
- ✓ Performed right-of-way maintenance and made drainage improvements to the storm sewer between Schley Drive and Barben Avenue.
- ✓ Created a plan for improvements to the open channel storm drainage system on Washington Street at Hudson Lane. This work will be undertaken as weather conditions permit during the summer of 2011.

2011-12 Goals and Objectives:

- Perform a video inspection of approximately 400 lineal feet of the North Side Trunk Storm Sewer between Leray Street and the outfall into Oily Creek. This work is in response to failures of the pipe inside the Lennox Trailer Park property.
- Continue with the inspection and cleaning of storm water outfalls along the Black River from Factory Square to the Court Street Bridge.
- Provide additional storm water collection inlets on the 300 block of Thompson Boulevard in conjunction with roadway resurfacing.
- Extend the existing storm sewer on 300 block of Pawling Street.

Fiscal Year: 2011-12
 Department: Storm Sewers
 Account Code: A8140
 Function: Home and Community Services



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	29,115	30,382	29,588	30,032
120 Clerical	-	-	-	-
130 Wages	107,366	116,697	134,741	142,583
140 Temporary	3,933	5,809	6,600	6,000
150 Overtime	5,764	2,410	4,500	4,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	18,142	1,015	-	-
175 Health Insurance Buyout	-	-	-	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	164,320	156,313	175,429	184,991
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	626	566	712	640
420 Insurance	1,074	1,171	1,230	1,188
430 Contracted Services	13,056	19,042	6,948	3,894
440 Fees Non Employees	454	653	800	700
450 Miscellaneous	1,703	4,512	2,800	2,800
455 Dept. Vehicle Expense	28,560	19,587	28,796	33,822
460 Materials and Supplies	34,435	38,055	30,650	34,950
465 Equipment < \$5,000	3,224	398	450	4,000
Total Operating Expenses	83,132	83,984	72,386	81,994
Fringe Benefits				
810 New York State Retirement	15,471	12,939	20,839	29,933
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	12,177	11,509	13,420	14,152
840 Workers' Compensation	15,824	12,265	4,200	1,000
850 Health Insurance	44,654	53,099	49,407	39,868
Total Fringe Benefits	88,126	89,812	87,866	84,953
Department Total	335,578	330,109	335,681	351,938

Public Works - Storm Sewer

City of Watertown

A8140

Personnel Services

**2011-12
Budget**

110	Salaries					
	Street/Sewer Maintenance Supervisor *					\$30,032
130	Wages					
	Crew Chief (1) **	28,606				
	Heavy Equipment Operator (1) **	28,049				
	Motor Equipment Operator (2) **	45,902				
	Municipal Worker I (2) **	40,026				\$142,583
140	Temporary					\$6,000
150	Overtime					\$4,500
175	Health Insurance Buyout					<u>\$1,876</u>
	Total Personnel Services					\$184,991

Operating Expenses

410	Utilities					
	Wireless Networking (1/2)*	220				
	Cellular Phone (1/2)*	300				
	Nextel For GPS	120				\$640
420	Insurance					\$1,188
430	Contracted Services					
	GPS Tracking	156				
	Cartegraph Subscription Renewal (1/2)*	338				
	Recertify Safety Equipment (1/2)*	500				
	Camera Software Maintenance (1/2)*	900				
	Small Equipment Repairs	2,000				\$3,894
440	Fees, Non-Employee					
	Employee Testing	500				
	Employee Vaccinations	200				\$700
450	Miscellaneous					
	Safety Apparel	400				
	Camera Inspection Software Training (1/2)*	1,000				
	Public Safety Emp Training /PESH	500				
	Safety Shoes	900				\$2,800

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-85)	600	
	Lift Gate F350 (1-28)	3,250	
	Tires (rear) Backhoe (1-85)	1,500	
	Maintenance & Repairs	9,000	
	Preventive Maintenance	1,400	
	Gas and Diesel Fuel	13,600	
	Insurance	4,472	\$33,822
460	Materials and Supplies		
	Manholes & Catch Basins	7,000	
	Asphalt Patching Material	5,000	
	Pipes & Fittings	6,000	
	Castings & Grates	6,000	
	Crusher Run & Stone Products	6,000	
	Sewer Vac Hose, 500LF (1/2)*	950	
	Work Zone Safety Devices	500	
	Sewer Camera Supplies (1/2)*	1,500	
	Small Hand Tools, Related Supplies	2,000	\$34,950
465	Other Equipment <\$5000		
	Inspection Trailer Computer, Replacement (1/2) *	2,200	
	Confined Space Gas Detector, Replacement	1,800	<u>\$4,000</u>
	Total Operating Expenses		<u>\$81,994</u>

Fringe Benefits

810	New York State Retirement		\$29,933
830	Social Security Expense		\$14,152
840	Workers' Compensation		\$1,000
850	Health Insurance		<u>\$39,868</u>
	Total Fringe Benefits		<u>\$84,953</u>

TOTAL BUDGET

\$351,938

* (1/2) G8120

** (1/3) A5142

Fiscal Year: 2011-12
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 8,000 residential units as well as bi-weekly collection of recyclables 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 2010, City crews collected approximately 3,261 tons of refuse and an additional 503 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 54 tons of rubbish as well as 10.58 tons of scrap metal and white goods.

2010-11 Accomplishments:

- ✓ We have placed placard ads to market the City blue sticker refuse bag program and rollout cart initiative on the sides of CitiBus.
- ✓ The total number of Tote customers has increased by approximately 24 percent over the past year with the 64 gallon container continuing to be the most popular.

2011-12 Goals and Objectives:

- Design and implement the ARRA funded Refuse Routing Program to ensure optimal refuse collection schedules with existing equipment.
- Partner with DANC and Jefferson County to address changes in waste reduction through higher recycle participation and reuse programs.
- Market the seasonal bulk item residential summer collection and the semi-annual spring and fall drop off at the Fairgrounds through advertising.
- Develop detailed specifications and issue formal bid requests for the replacement of our two side-load, source separated, residential-recycle collection vehicles.

Fiscal Year: 2011-12
 Department: Refuse and Recycling
 Account Code: A8160
 Function: Home and Community Services



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	20,148	20,552	20,396	20,702
120 Clerical	-	-	-	-
130 Wages	217,130	219,904	288,649	292,922
140 Temporary	13,649	48,759	14,000	13,000
150 Overtime	26,304	13,121	20,000	17,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	3,704	1,350	-	-
175 Health Insurance Buyout	-	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	280,935	306,486	345,845	346,424
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	262	264	264	264
420 Insurance	-	-	-	-
430 Contracted Services	221,196	220,508	277,460	290,110
440 Fees Non Employees	8,889	18,416	14,300	13,800
450 Miscellaneous	1,875	2,286	3,000	3,000
455 Dept. Vehicle Expense	93,783	81,970	74,505	94,357
460 Materials and Supplies	13,362	11,187	12,000	15,250
465 Equipment < \$5,000	-	-	450	-
Total Operating Expenses	339,367	334,631	381,979	416,781
Fringe Benefits				
810 New York State Retirement	23,846	20,819	40,473	58,546
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	20,855	22,569	26,457	26,501
840 Workers' Compensation	56,261	128,617	50,000	44,500
850 Health Insurance	100,585	102,949	98,803	88,598
Total Fringe Benefits	201,547	274,954	215,733	218,145
Department Total	821,849	916,071	943,557	981,350

Refuse and Recycle

City of Watertown

A8160

Personnel Services

**2011-12
Budget**

110	Salaries		
	Assistant Superintendent (30%)*		\$20,702
130	Wages		
	Crew Chief (1)	42,696	
	Refuse Motor Equipment Oper (6) (3)**	250,226	\$292,922
140	Temporary		\$13,000
150	Overtime		\$17,000
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$346,424

Operating Expenses

410	Utilities		
	Water/ Sewer		\$264
430	Contracted Services		
	Tipping Fees (Regular)	195,000	
	Fees (Fall/Spring Drop Off)	15,000	
	Route Optimization Grant	54,450	
	Education/Public Awareness/Ads	6,800	
	Brush Chipping At Quarry	12,000	
	Employee Uniform Rental	1,000	
	Overhead Door Preventative Maint	100	
	Annual Fire Alarm Monitoring	360	
	Pressure Washer Repair	600	
	Mowing of Closed Landfill	4,800	\$290,110
440	Fees Non Employee		
	Employment Related Testing	800	
	Landfill Monitoring Fees	13,000	\$13,800
450	Miscellaneous		
	Safety Shoes & Equipment	2,000	
	Safety Training / PESH	800	
	Permits & Miscellaneous	200	\$3,000

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-3)	600	
	Mandated Landfill CB Radios (4)	1,000	
	Vehicle Maint.& Repairs	22,800	
	Preventive Maintenance	3,200	
	Gas & Diesel Fuels	53,347	
	Insurance	13,410	\$94,357
460	Materials and Supplies		
	Refuse Bag Stickers and Forms	8,500	
	Totes (10/32's, 30/64's, 10/96's)	3,250	
	Landfill Drainage/Ground Materials	2,500	
	Miscellaneous Supplies	1,000	\$15,250
	Total Operating Expenses		\$416,781

Fringe Benefits

810	New York State Retirement		\$58,546
830	Social Security Expense		\$26,501
840	Workers' Compensation		\$44,500
850	Health Insurance		\$88,598
	Total Fringe Benefits		\$218,145

TOTAL BUDGET

\$981,350

* A8160 (30%), A1490 (20%) A1640 (50%)

** A5142 (33%)

Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- ✓ Replaced City sign at the entrance of parking lot.
- ✓ Final completion of generator installation.
- ✓ Completed striping of parking lot.
- ✓ Started project to paint interior offices and halls within City Hall.

2011-12 Goals and Objectives:

- Oversee the upgrades of the air conditioning and heating system with energy efficient equipment.
- Complete the rest of the Sterling St. sidewalk replacement.
- Complete painting of offices in City Hall and Library.

Fiscal Year: 2011-12
 Department: Municipal Building
 Account Code: A1620
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	47,748	50,035	51,420	53,674
140 Temporary	-	-	-	-
150 Overtime	6,826	2,673	3,500	3,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	54,574	52,708	54,920	57,174
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	51,086	60,604	57,949	62,091
420 Insurance	10,021	8,035	12,089	8,094
430 Contracted Services	88,095	42,390	27,620	31,110
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	473	76	-	-
455 Dept. Vehicle Expense	1,347	213	650	1,250
460 Materials and Supplies	15,529	8,379	15,000	12,000
465 Equipment < \$5,000	1,998	934	600	7,500
Total Operating Expenses	168,549	120,631	113,908	122,045
Fringe Benefits				
810 New York State Retirement	4,162	4,241	6,755	9,662
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	4,122	3,956	4,201	4,374
840 Workers' Compensation	38	-	-	-
850 Health Insurance	8,861	9,228	8,664	7,379
Total Fringe Benefits	17,183	17,425	19,620	21,415
Department Total	240,306	190,764	188,448	200,634

Municipal Building

City of Watertown

A1620

Personnel Services

**2011-12
Budget**

130	Wages		
	Custodial and Maintenance Spvr.	22,134	
	Laborer I (2)	31,540	\$53,674
150	Overtime		<u>\$3,500</u>
	Total Personnel Services		\$57,174

Operating Expenses

410	Utilities		
	Phone System	\$15,000	
	Water and Sewer	\$4,000	
	Electric	\$11,091	
	Electric (Town Clock)	\$2,000	
	Diesel Fuel	\$1,200	
	Gas	\$28,800	\$62,091
420	Insurance		\$8,094
430	Contracted Services		
	Stat Contract	360	
	Seimen's Contract	6,900	
	HVAC Maintenance	10,000	
	Grounds & Bldg, Repairs	8,500	
	Elevator Maintenance	4,600	
	Generator Contract	750	\$31,110
455	Department Vehicle Expense		
	Small Engine repair	1,000	
	Gasoline	250	\$1,250
460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint		\$12,000
465	Equipment < \$5,000		
	Small Expense Items	750	
	Furniture	6,750	<u>\$7,500</u>
	Total Operating Expenses		\$122,045

Fringe Benefits

810	New York State Retirement		\$9,662
830	Social Security Expense		\$4,374
850	Health Insurance		<u>\$7,379</u>
	Total Fringe Benefits		\$21,415

TOTAL BUDGET

\$200,634

Fiscal Year: 2011-12
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 6030 & 5530 copiers, Pitney Bowes DM400 Mailing machine and the electronic mail scale located in City Hall 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.

2010-11 Accomplishments:

- ✓ Performed an inventory of all printers, copiers and fax machines for consolidation of equipment to reduce printing cost.
- ✓ Investigated postal regulations to determine a more cost efficient way to posting our mail.

2011-12 Goals and Objectives:

- ✓ Implement just in time ordering to reduce stationery stores inventory.
- ✓ Implement New Postal Rate Regulations.

Fiscal Year: 2011-12
 Department: Central Printing and Mailing
 Account Code: A1670
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	6,699	5,563	7,150	7,150
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	25,806	25,013	25,000	25,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	43,477	39,496	45,000	42,000
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	75,982	70,072	77,150	74,150
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	75,982	70,072	77,150	74,150

Central Printing and Mailing
City of Watertown

A1670

2011-12

Operating Expenses

430	Contracted Services		
	Postage Meter Rental	900	
	Copier Maintenance (2nd Floor)	3,000	
	Copier Maintenance (3rd Floor)	3,250	\$7,150
450	Miscellaneous		
	Postage		\$25,000
460	Materials and Supplies		
	Office Supplies		<u>\$42,000</u>
	Total Operating Expenses		\$74,150
	TOTAL BUDGET		\$74,150

Fiscal Year: 2011-12
Department: Information Technology
Account Code: A1680
Function: General Government Support



Description: 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 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.

2010-11 Accomplishments:

- ✓ Continued to replace desktop systems with lower cost thin client systems.
- ✓ Integrated GIS for field operation and asset management programs.
- ✓ Deployed mobile computing capability to DPW and Water Depts.
- ✓ Continued to work with Engineering staff in CAD to GIS map conversion.
- ✓ Began implementation of work orders in the Water Admin and Distribution.
- ✓ Began Implementation of server redundancy for disaster recovery.
- ✓ Began Implementation of document management with open-source software for GIS and Engineering documents.
- ✓ Improved security with IP video camera's installation for the Water Filtration Plant

2011-12 Goals and Objectives:

- Work with City Records Officer to implement records retention schedule for digital documents
- Integrate City Web site with content management system
- Integrate Financials with document and records management system
- Replace Police Department legacy optical disk storage system (Impact)
- Implement virtualized desktops on thin client devices
- Deploy 2-factor authentication throughout City computer system
- Consolidate servers with full redundancy and recoverability
- Complete the CAD based map to GIS based map conversion project.
- Implement common software in Water, Codes, and Engineering for permitting and Codes for code enforcement activity.
- Implement Information Technology Infrastructure Library (ITIL) processes as the standard for management and delivery of IT services and optimize software and hardware lifecycle management.
- Work with DPW to complete City Fiber system with installation of conduit on Stone Street.

Fiscal Year: 2011-12
 Department: Information Technology
 Account Code: A1680
 Function: General Government Support



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	63,967	66,010	64,274	65,238
120 Clerical	-	-	-	-
130 Wages	140,716	164,577	170,574	179,398
140 Temporary	-	-	-	-
150 Overtime	229	-	-	150
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	204,912	233,387	237,648	247,586
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	59,540	22,480
Total Equipment	-	-	59,540	22,480
Operating Expenses				
410 Utilities	38,636	16,693	19,000	14,500
420 Insurance	-	-	-	-
430 Contracted Services	81,879	94,713	67,300	67,760
440 Fees Non Employees	12,700	-	2,000	2,000
450 Miscellaneous	6,575	5,443	5,000	5,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	3,334	1,495	3,000	3,000
465 Equipment < \$5,000	37,301	25,229	3,000	79,910
Total Operating Expenses	180,425	143,573	99,300	172,170
Fringe Benefits				
810 New York State Retirement	16,688	16,281	28,886	43,110
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	15,449	17,333	18,180	18,940
840 Workers' Compensation	-	-	-	-
850 Health Insurance	37,080	39,439	37,174	36,361
Total Fringe Benefits	69,217	73,053	84,240	98,411
Department Total	454,554	450,013	480,728	540,647

Information Technology

City of Watertown **A1680**

Personnel Services		2011-12 Budget
110	Salaries Information Technology Manager	\$65,238
130	Wages	
	GIS Coordinator	51,922
	GIS Technician	44,640
	Computer Coordinator	44,268
	Computer Support Technician	38,568
		\$179,398
150	Overtime	\$150
175	Health Insurance Buyout	<u>\$2,800</u>
	Total Personnel Services	\$247,586

Equipment

250	Miscellaneous Equipment	\$22,480
	Total Equipment	<u>\$22,480</u>

Operating Expenses

410	Utilities Network Fees	\$14,500
430	Contracted Services	
	Software Updates	28,415
	Telephone System Maintenance	15,000
	Equipment Maintenance	24,345
		\$67,760
440	Fees, Non Employees Technical Support Services	\$2,000
450	Miscellaneous Travel and Training	\$5,000
460	Materials and Supplies Tapes and Supplies	\$3,000
465	Equipment < \$5,000	
	Servers and CPUs	13,000
	UPS	4,592
	Computer Replacements	4,000
	Software	44,798
		<u>\$79,910</u>
	Total Operating Expenses	\$172,170

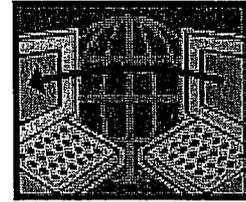
Fringe Benefits

810	New York State Retirement	\$43,110
830	Social Security Expense	\$18,940
850	Health Insurance	<u>\$36,361</u>
	Total Fringe Benefits	\$98,411

TOTAL BUDGET **\$540,647**

A1680 – Information Technology

Fiscal Year 2011-12
Equipment Requests



Computer and Software Equipment: \$22,480

This funding will be used to replace equipment and update software in the following departments:

Hardware

Storage & Adapters	15,810
KVS Server Replacement	6,670



Fiscal Year: 2011-12
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 64 sworn officers and four civilian personnel. It is divided into three divisions; Administration, Investigations and Patrol. The Watertown Police Department (WPD) in the year 2010 received 28,646 calls for service, of which 1,353 were motor vehicle accidents. In 2010, WPD officers arrested 2,293 adults, 96 juveniles, issued 3,549 uniform traffic tickets, issued 2,542 parking citations and investigated 1,962 domestic disputes. The WPD also responded to two homicides and both were closed by arrest.

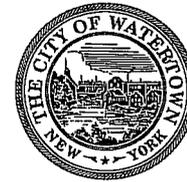
2010-11 Accomplishments:

- ✓ The Watertown Police Department investigated two homicides in 2010. The Patrol and Detective Divisions worked jointly on these cases and had suspects in custody the same day as the murders were reported. All members knew their mission and performed in an exemplary manner.
- ✓ Hired seven new officers bringing us up to full staff. Six are enrolled in the fall 2010/Spring 2011 Black River St. Lawrence Valley. We are hosting the academy which has 17 officers. The officers are from WPD, Oswego County Sheriff's, Fulton City Police, Oswego City Police and the SUNY Police at Oswego.
- ✓ Worked with Watertown City Fire and Jefferson County Officials to pick Blue Wing Services Inc. as our consultant to analyze our present 2-way radio system. Blue Wing will then write a comprehensive report showing the deficiencies and how to correct the problems noted, and develop RFP for purchase of equipment.
- ✓ Assisted Larry and Theresa Hosmer in planning a "Walk for Justice" on August 1st, 2010. Their daughter Tina Hosmer Smith was murdered twenty years earlier in Watertown on August 1st, 1990 and her killer has yet to be identified.

2011-12 Goals and Objectives:

- To implement the recommendations of the Radio Consultant, Blue Wing Services to include any antenna upgrades and radio equipment purchases to insure a safe and reliable radio communication for WPD officers that meet 2013 narrow banding requirements by the FCC.
- Continue to seek out grants and funding sources to enhance the department's equipment and training budgets.
- To continue working with the Drug Task Force and State Police Community Narcotics Teams to identify and arrest the traffickers of illegal narcotics in the City and County.
- To maintain staffing levels at or close to 64 so that we don't have to rely so heavily on overtime to staff shifts or cover for vacation, illnesses or injuries.

Fiscal Year: 2011-12
 Department: Police Department
 Account Code: A3120
 Function: Public Safety



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	891,993	874,166	175,480	177,754
120 Clerical	85,904	89,011	89,349	91,975
130 Wages	2,892,307	2,814,252	3,576,242	3,675,941
140 Temporary	48,144	47,777	50,400	52,000
150 Overtime	247,469	222,545	280,000	280,000
155 Holiday Pay	54,225	49,748	55,000	56,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout		12,074	16,250	13,750
180 Roll Call Pay	91,181	88,175	87,500	90,000
185 On Call Pay	10,895	11,782	11,500	12,000
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	5,500	5,500	5,000	5,000
Total Personnel	4,327,618	4,215,030	4,346,721	4,454,420
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	104,666	9,080	98,500	96,375
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	104,666	9,080	98,500	96,375
Operating Expenses				
410 Utilities	26,006	30,460	35,100	31,200
420 Insurance	865	807	1,200	978
430 Contracted Services	653,622	439,378	446,755	448,853
440 Fees Non Employees	6,469	1,801	3,750	4,200
450 Miscellaneous	55,027	35,943	60,100	62,700
455 Dept. Vehicle Expense	97,043	210,820	211,250	267,580
460 Materials and Supplies	33,817	28,187	44,450	47,300
465 Equipment < \$5,000	42,167	3,555	7,450	5,600
Total Operating Expenses	915,016	750,951	810,055	868,411
Fringe Benefits				
810 New York State Retirement	7,016	6,665	21,028	26,185
820 Police/Fire Retirement	537,226	562,587	740,390	928,503
830 Social Security Expense	321,524	313,003	332,523	340,763
840 Workers' Compensation	38,702	63,677	45,000	55,000
850 Health Insurance	726,809	696,831	654,357	608,164
Total Fringe Benefits	1,631,277	1,642,763	1,793,298	1,958,615
Department Total	6,978,577	6,617,824	7,048,574	7,377,821

Police Department
City of Watertown

A3120

Personnel Services

**2011-12
Budget**

110	Salaries	
	Police Chief	91,754
	Police Captain	86,000
		\$177,754
120	Clerical	
	Secretary I	31,539
	Senior Clerk	32,589
	Clerk	27,847
		\$91,975
130	Wages	
	Police Lieutenant (4)	333,625
	Police Sergeant (7)	485,233
	Detectives (6)	381,858
	Police Officer (45)	2,442,260
	Parking Enforcement	32,965
		\$3,675,941
140	Temporary	
	School Crossing Guards	\$52,000
150	Overtime	\$280,000
155	Holiday Pay	\$56,000
175	Health Insurance Buyout	\$13,750
180	Roll Call Pay	\$90,000
185	On Call Pay	\$12,000
195	Clothing/Cleaning Allowance	<u>\$5,000</u>
	Total Personnel Services	\$4,454,420

Equipment

230	Motor Vehicles	
	Marked Patrol Cars (3)	\$96,375
	Total Equipment	\$96,375

Operating Expenses

410	Utilities	
	National Grid	1,200
	PSB Phone Charges	8,000
	Cellular Telephones	10,000
	Wireless Communication	12,000
		\$31,200

420	Insurance		\$978
430	Contracted Services		
	Software Maintenance	32,000	
	Net motion security contract	5,200	
	Commetex H/W & S/W Maint.	4,700	
	Onondaga Live Scan Maint.	1,000	
	Copier Lease	2,500	
	Ambulance Service	2,500	
	NYSPIN Terminal Service	3,300	
	License Plate Reader Warranty	4,500	
	Warranty for laptop go books	5,000	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	7,000	
	Advertising	500	
	Towing Service	1,800	
	PSB Maintenance	185,000	
	PSB Capital	187,453	
	Copier Maintenance - C.I.D.	400	
	Radar Recertification	2,500	
	Portable Toilets	1,000	
	Laser Printer Maintenance	1,000	\$448,853
440	Fees, Non Employee		
	Veterinary Care Expenses	1,200	
	New Hires Physicals	1,000	
	New Hires Psychologicals	1,000	
	Crossing Guard Physicals	1,000	\$4,200
450	Miscellaneous		
	Tuition Assistance	1,500	
	Training Schools	12,000	
	Quartermaster Program	30,000	
	Shipping Expenses	1,000	
	Travel Reimbursements	3,200	
	Investigation Funds	10,000	
	Dickman Directories	500	
	K9 Boarding	500	
	Printed Materials/Brochures	4,000	\$62,700
455	Department Vehicle Expenses		
	Vehicle Leasing - Unmarked (4)	17,000	
	Gasoline	160,000	
	Replacement Tires	9,000	
	Auto Liability Insurance	29,580	
	General & Collision Repairs	42,000	
	Preventive Maintenance	7,000	
	Vehicle Marking Materials	3,000	\$267,580

460	Materials and Supplies		
	Training Ammo	7,000	
	Service Ammo	3,000	
	Range Supplies	2,200	
	Safety Flares	2,000	
	Identification Materials	5,000	
	K-9 Dog Food	800	
	Parking Tickets	1,000	
	General Office Supplies	3,400	
	Printed Forms	3,000	
	Special Response Team (SRT)	1,000	
	Training Supplies	2,000	
	DARE Supplies	4,000	
	SRO Supplies	1,500	
	Crossing Guard Supplies	1,000	
	General Police Supplies	7,000	
	Portable Radio Batteries	2,500	
	Pepper Spray Replacement	400	
	Defensive Tactics Supplies	500	\$47,300
465	Equipment < \$5,000		
	Camcorder - replacement	600	
	Computers and equipment	5,000	<u>\$5,600</u>
	Total Operating Expenses		\$868,411

Fringe Benefits

810	New York State Retirement		\$26,185
820	Police Retirement System		\$928,503
830	Social Security Expense		\$340,763
840	Workers' Compensation		\$55,000
850	Health Insurance		<u>\$608,164</u>
	Total Fringe Benefits		\$1,958,615

TOTAL BUDGET		\$7,377,821
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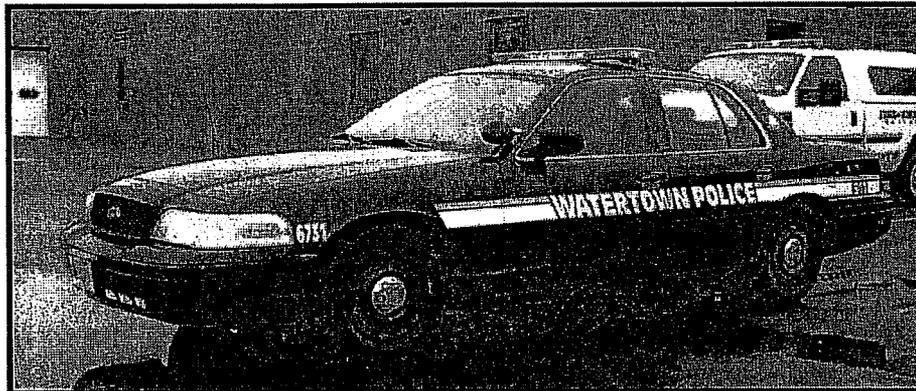
A3120 – Police Department

Fiscal Year 2011-12
Equipment Requests



Vehicle Replacement (3) - \$96,375

To effectively maintain the Departments fleet in a cost effective manner, three marked patrol cars are requested for replacement this 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. We are phasing out the older dark blue patrol vehicle for the new Black and White scheme.



Fiscal Year: 2011-12
Department: Fire Department
Account Code: A3410
Function: Public Safety



Description: The City of Watertown Fire Department provides emergency services for the City of Watertown. These services include: Fire Prevention and Suppression, Code Enforcement, Emergency Medical Services, responses to Technical Rescue and Hazardous Materials incidents. The Department is staffed with 81 uniformed personnel and one secretary. The Department maintains a compliment of a minimum of fifteen members on duty to respond to emergencies and support staff responsible for training, fire prevention/code enforcement and Department administration. In 2010, the Department responded to 3,533 calls for assistance. Of those, three were mutual aid responses to neighboring communities, 545 calls for fires and hazardous conditions, and 2,216 calls for rescue/medical assistance. There were no fire fatalities in 2010. One fire victim was rescued by department personnel from their burning apartment. There were 8,291 building inspections completed, six juvenile fire setters were counseled, and we continued to educate the citizens about safety.

2010-11 Accomplishments:

- ✓ Transitioned department to a new leadership team.
- ✓ With City and County Stake holders, brought the City/County interoperability radio system on line.
- ✓ Worked with the IT Department to create a GIS map that will aid with building information, and established new mobile connection with dispatch.
- ✓ Awarded a grant from Homeland Security to obtain technical rescue equipment and training, and applied for fire equipment and prevention grants.
- ✓ Reinitiated the pizza program, to give away pizzas to homes with working smoke detectors, with assistance from Papa John's.

2011-12 Goals and Objectives:

- With City and County stake holders, implement the City/County Interoperable radio system.
- Continue to seek grant funding for safety, operations, training, prevention, and building weatherization.
- Expand the use of GIS mapping system available in our response vehicles.
- Expand our expertise in the technical rescue field.
- Work with purchasing department to replace a 1989 pick-up with plow.

Fiscal Year: 2011-12
 Department: Fire Department
 Account Code: A3410
 Function: Public Safety



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	1,712,861	1,630,049	167,000	163,165
120 Clerical	31,042	31,780	32,014	32,939
130 Wages	2,706,482	2,671,923	4,396,365	4,345,666
140 Temporary	-	-	-	-
150 Overtime	304,855	278,218	288,000	310,000
155 Holiday Pay	171,464	168,331	172,000	175,500
160 Out of Rank	-	-	-	-
170 Out of Code	57	-	-	-
175 Health Insurance Buyout	-	8,486	7,500	12,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	15,000	16,500	18,000	16,800
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	4,941,761	4,805,287	5,080,879	5,056,570
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	58,574	51,218	-	-
Total Equipment	58,574	51,218	-	-
Operating Expenses				
410 Utilities	61,294	54,379	60,500	54,875
420 Insurance	4,669	4,723	4,860	6,013
430 Contracted Services	141,637	48,809	68,000	67,300
440 Fees Non Employees	1,830	4,345	2,000	3,300
450 Miscellaneous	23,539	15,002	35,950	33,750
455 Dept. Vehicle Expense	109,410	87,952	123,114	127,917
460 Materials and Supplies	29,714	22,692	33,500	31,500
465 Equipment < \$5,000	208,907	98,553	37,800	40,600
Total Operating Expenses	581,000	336,455	365,724	365,255
Fringe Benefits				
810 New York State Retirement	2,563	2,434	3,938	5,567
820 Police/Fire Retirement	884,571	851,664	1,108,769	1,332,902
830 Social Security Expense	363,552	351,021	388,718	386,828
840 Workers' Compensation	42,203	52,410	50,000	45,000
850 Health Insurance	936,890	947,283	988,246	889,323
Total Fringe Benefits	2,229,779	2,204,812	2,539,671	2,659,620
Department Total	7,811,114	7,397,772	7,986,274	8,081,445

Fire Department
City of Watertown

A3410

Personnel Services

**2011-12
Budget**

110	Salaries		
	Fire Chief	84,890	
	Deputy Fire Chief	78,275	\$163,165
120	Clerical		
	Secretary		\$32,939
130	Wages		
	Battalion Fire Chief (5)	357,810	
	Fire Captain (21)	1,289,208	
	Firefighter(53)	2,698,648	\$4,345,666
150	Overtime		\$310,000
155	Holiday Pay		\$175,500
175	Health Insurance Buyout		\$12,500
190	EMT Incentive		<u>\$16,800</u>
	Total Personnel Services		\$5,056,570

Operating Expenses

410	Utilities		
	Telephone	15,600	
	Westelcom	5,125	
	Gas	24,000	
	Water and Sewer	6,600	
	Electric	3,550	\$54,875
420	Insurance		\$6,013
430	Contracted Services		
	Testing Fire Apparatus	4,250	
	Printing, Copy Machine Service	4,500	
	Repairs, Tools, Equipment	11,000	
	Fire Alarm Monitoring	1,050	
	Miscellaneous Bldg. Repairs	9,000	
	Electric, Plumbing/HVAC Repairs	8,000	
	Radio Repair & Service	9,500	
	Testing/Repair SCBA Equipment	4,500	
	Hardware/Software Maintenance	12,500	
	SCBA Compressor Maint.	3,000	\$67,300
440	Fees, Non Employee		
	Physicals, OSHA Testing		\$3,300

450	Miscellaneous		
	Dues, Memberships	1,000	
	NFPA Subscriptions	900	
	Arson Seminars (Fire/Police)	700	
	Confined Space Training	3,000	
	Water Rescue Training	1,500	
	Fire Recruit Training (3)	10,400	
	Books & Publications	1,500	
	Shipping	750	
	Travel Reimbursement	5,000	
	NYS Code Subscription	2,000	
	Hats, Badges, Clothing	7,000	\$33,750
455	Dept. Vehicle Expenses		
	Fire Apparatus Parts	29,000	
	Vehicle Preventive Maintenance	8,500	
	DPW Charges, Gas, Oil	25,000	
	Automobile Parts, Repairs	12,500	
	Diesel Fuel & Additive	35,430	
	Insurance	17,487	\$127,917
460	Materials and Supplies		
	Office Supplies	2,500	
	Maint. and Cleaning Supplies	18,000	
	Training Supplies	1,500	
	Chemicals for Extinguishers	1,500	
	Medical Supplies	2,500	
	Air Filters HVAC Units	500	
	FPB Publications/Supplies	5,000	\$31,500
465	Equipment < \$5,000		
	Turnout Gear (6)	13,600	
	Boots	2,000	
	Gloves, Face Pieces, Hoods	3,500	
	Fire Helmets (6)	1,500	
	Life Rope, Hose, Nozzles, Ropes	6,000	
	LDH Hose and Connections	3,000	
	Rescue Truck Equipment	2,000	
	Technical Rescue Equipment	2,000	
	Hazardous Monitoring Equipment	2,000	
	Pumper Tools	3,000	
	Truck Tools	2,000	\$40,600
	Total Operating Expenses		\$365,255

Fringe Benefits

810 New York State Retirement	\$5,567
820 Fire Retirement System	\$1,332,902
830 Social Security Expense	\$386,828
840 Worker's Compensation	\$45,000
850 Health Insurance	<u>\$889,323</u>
Total Fringe Benefits	\$2,659,620
TOTAL BUDGET	\$8,081,445

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Fiscal Year: 2011-12
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.

2010-11 Accomplishments

- ✓ Reviewed services provided by Jefferson County, met with representatives from Jefferson County regarding renewal of existing Agreement for provision of dog control services by Jefferson County. Put negotiations on hold pending implementation in new statewide dog licensing regulations. Continuing to work toward a new agreement to cover the City for the next ten (10) years.
- ✓ Ran a crow dispersal program using USDA and City Staff.

2011-12 Goals and Objectives:

- Work with City Dog Control Officer to prosecute cases of neglect and abuse within the City of Watertown. Monitor impact of new statewide licensing regulations on City dog owners.
- Develop plan to deal with the growing winter crow population in the City. Talk with USDA and other communities to see how we can better deal with crow dispersal.

Fiscal Year: 2011-12
 Department: Animal Control
 Account Code: A3510
 Function: Public Safety



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	85,382	85,382	89,651	95,651
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	85,382	85,382	89,651	95,651
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	85,382	85,382	89,651	95,651

Control of Animals

City of Watertown

A3510

Personnel Services

2011-12
Budget

Operating Expenses

430	Contracted Services		
	Contract with Jefferson County	89,651	
	Crow Dispersal	6,000	<u>\$95,651</u>
	Total Operating Expenses		\$95,651
	TOTAL BUDGET		\$95,651

Fiscal Year: 2011-12
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. The Fire Prevention Bureau Inspectors also deal with various code issues through this office. This department works continually 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 642 Building Permits issued last year, ranging from fences to minor repairs to complete building projects, having an approximate construction value of \$22,363,000. Additionally, this office processed 69 Sign Permits, 112 Heating Permits, 65 Certificates of Occupancy, and 33 Certificates of Compliance, generating total permit revenue of \$50,281. This office fielded and investigated over 1,150 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure.

2010-11 Accomplishments:

- ✓ Completion of the Samaritan Medical Center Pavilion, Parking Garage and Helipad; and the following major projects to completion:
 - i. Demolition and rebuild of McDonalds- 1805 State Street
 - ii. Franklin Building – 50 Public Square
 - iii. Trinity Church Addition -219 Sherman Street
 - iv. Summit Woods – 100 Hudson Lane
 - v. Riverview Apartments - 497 Newell Street
 - vi. Romalatos Deli – 450 Gaffney Drive
 - vii. Tilted Kilt – 1050 Arsenal Street
 - viii. Japanese Steak House – 1025 Arsenal Street
 - ix. Credo Expansion - 595 W. Main Street

2011-12 Goals and Objectives:

- Continue the inspection process of the following projects:
 - Ives Hill Retirement Expansion
 - Hilton Garden Inn
 - North Country Transitional Living-Phase II
 - Fairfield-Marriot Hotel
 - Hospice
- Continue to work on blight removal through the NYS Property Maintenance Code.
- Work with property owners on various construction/remodeling projects.
- Transition from a paper to an electronic permitting system.
- Assist with the proposed development of Ogilvie Site.

Fiscal Year: 2011-12
 Department: Bureau of Code Enforcement
 Account Code: A3620
 Function: Public Safety



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	60,348	61,557	59,947	60,846
120 Clerical	36,042	39,151	39,358	40,516
130 Wages	94,706	99,030	99,112	102,907
140 Temporary	241	1,297	-	-
150 Overtime	2,245	1,161	2,300	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	4,117	4,257	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	197,699	206,453	200,717	206,269
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	1,122	1,414	1,200	1,200
420 Insurance	-	-	-	-
430 Contracted Services	39,746	3,600	27,150	29,170
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	3,078	3,517	4,400	5,400
455 Dept. Vehicle Expense	4,560	3,550	8,304	6,366
460 Materials and Supplies	103	918	1,500	1,500
465 Equipment < \$5,000	760	-	500	500
Total Operating Expenses	49,369	12,999	43,054	44,136
Fringe Benefits				
810 New York State Retirement	16,278	15,543	24,688	34,445
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	14,365	15,015	15,355	15,780
840 Workers' Compensation	626	-	-	-
850 Health Insurance	51,693	47,074	44,344	42,865
Total Fringe Benefits	82,962	77,632	84,387	93,090
Department Total	330,030	297,084	328,158	343,495

Code Enforcement

City of Watertown

A3620

Personnel Services

2011-12
Budget

110	Salaries		
	Code Enforcement Supervisor		\$60,846
120	Clerical		
	Code Enforcement Aide		\$40,516
130	Wages		
	Sr. Code Enforcement Officer	53,322	
	Code Enforcement Officer	49,585	\$102,907
150	Overtime		<u>\$2,000</u>
	Total Personnel Services		\$206,269

Operating Expenses

410	Utilities		
	Cell Phones		\$1,200
430	Contracted Services		
	Health Officer	1,500	
	Printing	500	
	Blight Removal/Demolitions	20,000	
	Title Searches	350	
	Asbestos Surveys	2,000	
	Color Copier	4,320	
	Tire Disposal	500	\$29,170
450	Miscellaneous		
	Travel and Training	4,000	
	Publications	800	
	Dues	300	
	Safety Gear/Supplies	300	\$5,400
455	Vehicle Expense		
	Gasoline	3,000	
	Insurance	1,366	
	Maintenance	2,000	\$6,366
460	Materials and Supplies		
	Property Securing Materials		\$1,500
465	Equipment < \$5,000		
	Small Tools and Cameras		<u>\$500</u>
	Total Operating Expenses		\$44,136

Fringe Benefits

810	New York State Retirement	\$34,445
830	Social Security Expense	\$15,780
850	Health Insurance	<u>\$42,865</u>
	Total Fringe Benefits	\$93,090
TOTAL BUDGET		\$343,495

Fiscal Year: 2011-12
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 Upstate Testing & Control which 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 2009.2010, generation totaled 21,408,527 down from 22,776,356 kwh during Fiscal Year 2008.2009.

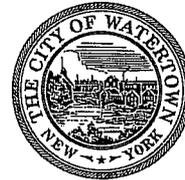
2010-11 Accomplishments:

- ✓ Developing scope of work for building maintenance and painting of plant interior and windows.
- ✓ Removed 4 Tandem Axle Dump Truck loads of debris from the Headgate Structure using the newly installed Trolley Rake. Hauling was performed by DPW.

2011-12 Goals and Objectives:

- Maximize power generation at the plant.
- Perform concrete repair and deck maintenance at intake.

Fiscal Year: 2011-12
 Department: Hydroelectric Production
 Account Code: A5184
 Function: Home and Community Services



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	1,538	877	1,000	950
420 Insurance	6,680	6,949	7,000	7,676
430 Contracted Services	237,257	261,324	251,000	249,513
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	4,000	2,500
465 Equipment < \$5,000	-	2,453	2,000	15,500
Total Operating Expenses	245,475	271,603	265,000	276,139
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	36,671	30,873	38,000	33,000
850 Health Insurance	-	-	-	-
Total Fringe Benefits	36,671	30,873	38,000	33,000
Department Total	282,146	302,476	303,000	309,139

Hydroelectric Production

City of Watertown

A5184

2011-12
Budget

Operating Expenses

410	Utilities		
	Telephone	650	
	Electric (Huntington Dam)	300	\$950
420	Insurance		\$7,676
430	Contracted Services		
	Operations & Maintenance	222,013	
	Additional Services	15,000	
	Repair Concrete Intake Deck	1,000	
	FERC License Fee	11,500	\$249,513
460	Materials & Supplies		
	Miscellaneous Materials/Supplies		\$2,500
465	Equipment <\$5,000		
	Repair Parts & Spares		<u>\$15,500</u>
	Total Operating Expenses		\$276,139

Fringe Benefits

840	Workers' Compensation		<u>\$33,000</u>
	Total Fringe Benefits		\$33,000

TOTAL BUDGET

\$309,139

Fiscal Year: 2011-12
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 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.

2010-11 Accomplishments:

- ✓ Installed new electric service as well as basketball lighting and RV pedestals at Fairground's Bicentennial Park.
- ✓ Installed underground electrical conduits for bathroom facilities and gazebo to be constructed at Marble Street River Park.
- ✓ Completed 83 percent of Wayfinding signage installation project.
- ✓ Installed operating control equipment for ventilation system in Plow Storage Facility.
- ✓ Completed the Fairgrounds Concession electrical upgrade.
- ✓ Installed 2,300 feet of fiber conduit and pull boxes on Breen Avenue.
- ✓ Installed new water leveling system at Alteri and Flynn pools.
- ✓ Installation of 16 computer ports, 22 electrical receptacles, and 3 additional cameras at Flower Memorial Library.
- ✓ Began Streetscape crosswalk markings replacement program schedule.

2011-12 Goals and Objectives:

- Implementation of the CarteGraph SignView module to provide a GIS coordinated management-inspection program, meeting the January 2012 deadline for the U.S. Department of Transportation, Federal Highway Administration's mandate for the implementation of a sign retroreflectivity monitoring system as detailed in the 2009 edition of the Manual of Uniform Traffic Control Devices for Street and Highways.
- Complete the electrical installation of the Bicentennial and Marble Street Park projects.
- Design scope and construction cost estimate for the installation of a fiber optics access route to our Thompson Park Maintenance Facility.
- Conduct a lighting system analysis for the Municipal Arena Ice Sheet, Fire Station #1, the former Central Garage Building as well as the former Refuse Packer Garage in order to evaluate current technology improvements that will provide cost effective, enhanced lighting characteristics.

Fiscal Year: 2011-12
 Department: Traffic Control and Lighting
 Account Code: A5186
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	59,631	62,284	-	-
120 Clerical	-	-	-	-
130 Wages	141,899	148,828	210,291	214,955
140 Temporary	5,152	4,224	4,000	4,000
150 Overtime	23,384	18,515	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	4,489	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	234,555	233,851	234,291	238,955
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	6,995	-	-	-
Total Equipment	6,995	-	-	-
Operating Expenses				
410 Utilities	380,850	345,978	362,400	372,600
420 Insurance	1,024	1,288	1,314	1,512
430 Contracted Services	12,682	12,030	13,981	14,475
440 Fees Non Employees	161	463	400	400
450 Miscellaneous	1,329	1,673	2,250	2,000
455 Dept. Vehicle Expense	17,735	16,495	21,356	24,307
460 Materials and Supplies	39,288	48,010	53,050	50,000
465 Equipment < \$5,000	1,849	-	-	11,200
Total Operating Expenses	454,918	425,937	454,751	476,494
Fringe Benefits				
810 New York State Retirement	18,327	18,262	28,818	39,707
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	17,338	17,269	17,923	18,280
840 Workers' Compensation	904	15,332	2,000	1,000
850 Health Insurance	46,406	45,562	50,159	45,787
Total Fringe Benefits	82,975	96,425	98,900	104,774
Department Total	779,443	756,213	787,942	820,223

Municipal Traffic Control and Lighting

City of Watertown

A5186

Personnel Services

**2011-12
Budget**

130	Wages		
	Line Crew Chief	63,315	
	Lineworker II (2)	102,378	
	Sign Maintenance Worker (2)*	49,262	\$214,955
140	Temporary		\$4,000
150	Overtime		<u>\$20,000</u>
	Total Personnel Services		\$238,955

Operating Expenses

410	Utilities		
	Cellular Phone	1,400	
	Traffic Signals - Electric	16,400	
	Street Lighting - Electric	345,000	
	Public Square Gazebo / Woodruff Site	1,500	
	Electric for Christmas Decorations	1,500	
	Natural Gas/Electric (EngineSt)	5,000	
	Telecommunication Signals	900	
	Water/Sewer	900	\$372,600
420	Insurance		\$1,512
430	Contracted Services		
	Janitorial Services	5,050	
	Mobile Sign Software Maintenance	1,075	
	Annual Overhead Door Maintenance	100	
	Control Traffic Count	4,000	
	Equipment Rentals	1,500	
	Electrical Inspection Fees	250	
	Building Maintenance	1,000	
	Tool Repairs	1,000	
	Welding/Cylinder Supplies/Rental	500	\$14,475
440	Fees, Non Employee		
	Employment Related Testing		\$400
450	Miscellaneous		
	Professional Certification/Testing	1,000	
	Personnel/Vehicular Safety Equipment	1,000	\$2,000

455	Dept. Vehicle Expense		
	Maintenance & Repairs	6,300	
	Routine Preventive Maintenance	445	
	Gas and Diesel Fuel	8,760	
	Vehicle Safety Inspection (4)	2,500	
	Insurance	6,302	\$24,307
460	Materials and Supplies		
	Electrical:		
	Electrical Supplies	3,500	
	Loop Wire & Sealant	3,200	
	Traffic Signal Wire	2,200	
	Signal Maintenance/Repair	3,000	
	Building Maintenance/Repair	1,000	
	Hand Tools & Supplies	3,000	
	Personal Protective Gear	1,000	
	Electrical Hardware & LED Arrows	2,000	
	Miscellaneous Supplies	2,300	
	Sign and Paint Crew:		
	Aluminum Sign Blanks	4,000	
	Hardware and Sign Faces	3,800	
	Reflective Sheeting	9,000	
	Channel Posts	3,500	
	Road Tape & Arrows	2,000	
	Road Paint	3,500	
	Paint Stencils	1,000	
	Miscellaneous Supplies	2,000	\$50,000
465	Equipment < \$5,000		
	Confined Space Gas Detector	1,800	
	UFPO Field Locator	4,900	
	Washington/Paddock Hardware Upgrade	4,500	<u>\$11,200</u>
	Total Operating Expenses		\$476,494

Fringe Benefits

810	New York State Retirement		\$39,707
830	Social Security Expense		\$18,280
840	Workers' Compensation		\$1,000
850	Health Insurance		<u>\$45,787</u>
	Total Fringe Benefits		\$104,774

TOTAL BUDGET

\$820,223

* (1/3) A5142

Fiscal Year: 2011-12
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 Saturdays from 9:40 a.m. until 5:35 p.m.

With a total ridership of approximately 150,400 in the 2009-2010 fiscal year we saw a 6% passenger decrease in our fixed route system and an 11% passenger decrease in our Paratransit Program. During this same period, revenues of \$158,873 were generated from passenger sales. Approximately 46% of the funding for bus operations comes from State and Federal Programs, 20% comes from users of the system through fares, advertising, and the remaining cost is supported through the General Fund.

Effective July 1, 2009 the fare structure increased to \$1.50 for adults, \$0.50 for children 12 and under, transfers are free. 10 and 20 ticket coupon books are available to all passengers at a rate of \$1.00 per ride. In January 2010 also offer a \$40 unlimited ride, monthly pass. Paratransit fares are \$3.00 one-way.

2010-11 Accomplishments:

- ✓ Took delivery of spare bus after coordinating with NYS to purchase, house and contract its use, under their Spare Bus Program.
- ✓ Purchased two (2) paratransit replacement vehicles (PT-300 and PT-400) which were 100 percent funded through the ARRA program.
- ✓ Actively participated in the FDRLO's Transit Multi-County Transportation Committee Study.
- ✓ Renewed City/County Contract for Senior Transportation Office for Aging.

2011-12 Goals and Objectives:

- Network with NYSDOT, NYPTA and Federal leadership to research funding sources available for City Transit. Continue to actively participate with FDRLO and adjoining counties on transportation study.
- Investigate inter-municipality agreements as a potential alternative to upgrading our transit operating status to Operating Authority.
- Investigate potential relocation sites for existing Transfer Station.
- Install grant funded bus shelters in locations with easement agreements.
- Bid Paratransit provider contract for the time period of 2012 thru 2015.

Fiscal Year: 2011-12
 Department: Citibus
 Account Code: A5630
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	253,363	240,989	259,067	263,143
140 Temporary	49,011	63,475	38,000	42,000
150 Overtime	11,078	9,926	11,000	11,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	313,452	314,390	308,067	316,143
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	27,265	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	11,445	-	19,000
Total Equipment	27,265	11,445	-	19,000
Operating Expenses				
410 Utilities	9,838	9,755	8,950	9,006
420 Insurance	2,010	1,687	2,109	1,724
430 Contracted Services	85,549	94,095	93,895	97,315
440 Fees Non Employees	1,239	1,322	1,500	1,500
450 Miscellaneous	6,487	4,154	6,600	6,600
455 Dept. Vehicle Expense	134,215	139,695	150,871	185,707
460 Materials and Supplies	8,343	6,646	5,200	7,800
465 Equipment < \$5,000	19,150	64,867	-	-
Total Operating Expenses	266,831	322,221	269,125	309,652
Fringe Benefits				
810 New York State Retirement	25,421	24,548	37,892	53,428
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	23,399	23,188	23,567	24,185
840 Workers' Compensation	47,187	45,358	45,000	40,000
850 Health Insurance	52,112	60,116	63,339	59,886
Total Fringe Benefits	148,119	153,210	169,798	177,499
Department Total	755,667	801,266	746,990	822,294

CitiBus

City of Watertown

A5630

Personnel Services

2011-12
Budget

130	Wages		
	Transit Supervisor	60,205	
	Head Bus Driver	42,696	
	Bus Driver (5)	160,242	\$263,143
140	Temporary		42,000
150	Overtime		<u>11,000</u>
	Total Personnel Services		\$316,143

Equipment

250	Other Equipment > \$5,000		
	Bus Shelters *		<u>\$19,000</u>
	Total Equipment		\$19,000

Operating Expenses

410	Utilities		
	Water/Sewer	2,000	
	City Billed Electric	106	
	Electric - Transfer Site	2,000	
	Gas	4,600	
	Cellular Phone	300	\$9,006
420	Insurance		\$1,724
430	Contracted Services		
	Paratransit Contract	78,800	
	Janitorial Services	13,785	
	Yellow Page Listing	420	
	Alarm System Monitoring	360	
	Overhead Door Maintenance/Repair	1,000	
	Overhead Door Preventive Maintenance	200	
	Semi Annual Sprinkler Inspections	250	
	Heating System Maintenance	1,000	
	Miscellaneous Services	1,500	\$97,315
440	Fees, Non Employee		
	Employment Related Testing		\$1,500

450	Miscellaneous		
	Uniforms	1,500	
	Safety Shoes	600	
	Reference Books	100	
	Miscellaneous Postage	100	
	Seminars (Reimbursed by NYS)	3,350	
	NY Public Transit Dues	450	
	Driver Safety Training	500	\$6,600
455	Dept. Vehicle Expense		
	Insurance	16,944	
	Tires	5,000	
	Fuel for Truck (40% NYS Reimbursed)	1,162	
	Fuel for Buses	100,491	
	Fuel for Paratransits	20,360	
	Repairs and Maintenance	40,000	
	Repairs and Maintenance Paratransit	1,750	\$185,707
460	Materials and Supplies		
	Weather Gear	200	
	Office Supplies	500	
	Cleaning / Supplies	1,500	
	Construction Materials for New Shelters	2,600	
	Printing (tickets, transfers)	3,000	<u>\$7,800</u>
	Total Operating Expenses		\$309,652

Fringe Benefits

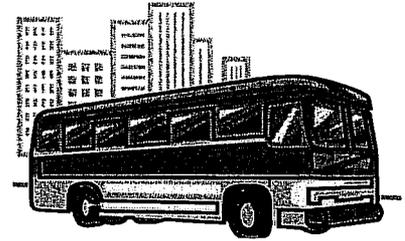
810	New York State Retirement	\$53,428
830	Social Security Expense	\$24,185
840	Workers' Compensation	\$40,000
850	Health Insurance	<u>\$59,886</u>
	Total Fringe Benefits	\$177,499

TOTAL BUDGET **\$822,294**

* Offset by Revenue

A5630.250 – CitiBus

Fiscal Year 2011-12
"Other" Equipment Requests

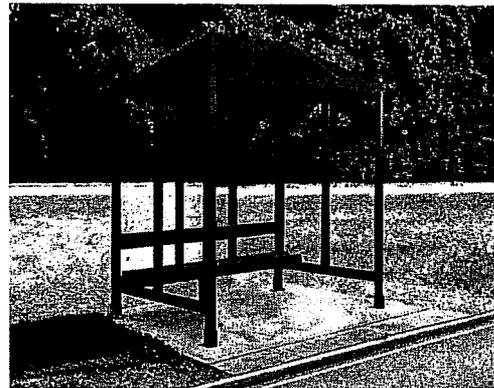


Four (4) each, Pre-fabricated bus passenger waiting shelters \$19,000

The City has received a Federal Section 5311 Capital Equipment Grant, (NYSDOT PIN: 7796.10.303) for the purchase and installation of four (4) each, pre-fabricated bus stop shelters & related equipment to be placed strategically along or existing fixed route system.

Identified locations include:

1. W. Main St. / Production Unlimited
2. Eastern Blvd. / East Hills
3. Stateway Plaza
4. Weldon Drive / Maple Courts



The grant will reimburse up to 90 percent (Federal -80%/State-10%) of the total project cost. The City's 10 percent participation will be covered through our force account labor and equipment used in the actual construction.

Fiscal Year: 2011-12
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

2010-11 Accomplishments:

- ✓ Completed grounds maintenance by re-mulching islands in the High Street and Stone Street Parking Lots.

2011-12 Goals and Objectives:

- Conduct negotiations for a new State Street Lease Agreement that will replace the existing contract due to expire in October 2011.
- Complete southern excavation and settlement repair of State Street Parking Lot.
- Overlay and stripe Arsenal Street (Stream) Parking Lot.
- Reconstruct Stone Street Parking Lot pedestrian access walkway to Washington Street.
- Work with contractors and City Staff on J.B. Wise parking lot reconstruction.

Fiscal Year: 2011-12
 Department: City Parking Facilities
 Account Code: A5650
 Function: Transportation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	9,395	9,179	8,800	8,700
420 Insurance	1,256	1,349	1,319	1,601
430 Contracted Services	46,257	36,540	23,600	23,600
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	2,287	6,685	33,500	19,500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	59,195	53,753	67,219	53,401
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	59,195	53,753	67,219	53,401

City Parking Facilities

City of Watertown

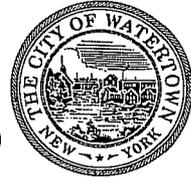
A5650

Operating Expenses

2011-12
Budget

410	Utilities		
	Electric		\$8,700
420	Insurance		\$1,601
430	Contracted Services		
	Stone Street Lease Payments	20,400	
	State Street Parking Lot Lease	1,900	
	State Street Lot Tax Reimbursement	1,300	\$23,600
460	Materials and Supplies		
	Southern State Street Lot Repair	5,000	
	Walkway From Stone St Lot to Washington St	6,000	
	Flower Library Parking Lot Fence Replacement	3,000	
	Mulch Material	1,000	
	Painting & Striping Road Markings	2,000	
	Routine Maintenance of Lights, Signs and Facilities	2,500	<u>\$19,500</u>
	Total Operating Expenses		\$53,401
	TOTAL BUDGET		\$53,401

Fiscal Year: 2011-12
Department: General Fund
Account Code: A6310, A6410, A6989, A7510, A8010
Function: General Government Support



	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
A6310 CAPC	52,000	52,000	52,000	62,000
A6410 Publicity	1,698	440	5,000	5,000
A6530 Private Social Services Agency		-	-	11,600
A6989 Economic Development	5,000	-	-	-
A7510 Historian	-	187	250	250
A8010 Zoning	<u>2,974</u>	<u>1,186</u>	<u>2,500</u>	<u>2,500</u>
Total Budget	\$61,672	\$53,813	\$59,750	\$81,350

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

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

A6530 Private Social Services Agency – City support of the Urban Mission and the Volunteer Transportation Center.

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: 2011-12
Department: Parks and Recreation Department
Account Code: General Fund
Function: Parks and Recreation Summary



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Administration	183,404	163,193	163,269	183,189
Thompson Park	269,349	265,445	265,036	301,782
Playgrounds	54,804	52,898	54,338	54,133
Fairgrounds	120,003	109,118	106,007	163,659
Athletic Program	69,314	45,900	58,233	55,686
Outdoor Pools	156,844	148,394	147,641	133,872
Ice Arena	<u>327,288</u>	<u>345,858</u>	<u>345,877</u>	<u>407,295</u>
Parks & Recreation	1,181,006	1,130,806	1,140,401	1,299,616

Fiscal Year: 2011-12
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 75 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 receives over 8,000 incoming phone calls during the summer. In calendar year 2009-2010, the department generated over \$200,000 in revenue, including arena fees, concession fees, advertisement, parking fees, athletic fees, state aid, lease agreements, fairgrounds usage fees and other charges. This year the City took over the concession at the Arena. This office is responsible for ordering, scheduling and collection of revenues.

2010-11 Accomplishments:

- ✓ As components of the Black River Project, the Skate Park was relocated to a more suitable spot in the Fairgrounds and the newly constructed Basketball Court opened this fall.
- ✓ Recreation Centers opened at the Arena and the Flynn Pool as an effect to improve programming and reduce costs.
- ✓ Coaching classes were offered to our volunteers through Jefferson County Youth Bureau, YMCA and a City partnership.
- ✓ Completed renovation of the Arena Concession and the City concession stand opened for business on November 5, 2010.

2011-12 Goals and Objectives:

- Implement computer scheduling program and conduct customer service survey.
- Work with administration as it pertains to retirement of the Parks & Recreation Supervisor and future plans for the administration of Parks and Recreation.
- Review and establish an action plan addressing findings and recommendations from the 2010-2011 comprehensive pool study.
- Expand and improve concession operations within the department.

Fiscal Year: 2011-12
 Department: Recreation Administration
 Account Code: A7020
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	63,489	64,762	63,068	64,014
120 Clerical	37,457	38,578	38,017	39,123
130 Wages	10	-	-	-
140 Temporary	7,771	4,508	7,500	6,000
150 Overtime	6,957	6,705	5,000	6,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	8	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	115,692	114,553	113,585	115,637
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	9,400
Total Equipment	-	-	-	9,400
Operating Expenses				
410 Utilities	1,263	1,125	1,250	1,250
420 Insurance	-	-	-	-
430 Contracted Services	6,474	6,971	6,655	6,830
440 Fees Non Employees	-	100	275	275
450 Miscellaneous	686	781	811	791
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	668	136	505	290
465 Equipment < \$5,000	3,000	-	-	400
Total Operating Expenses	12,091	9,113	9,496	9,836
Fringe Benefits				
810 New York State Retirement	20,980	9,061	13,048	19,543
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	8,419	8,404	8,689	8,846
840 Workers' Compensation	306	-	-	-
850 Health Insurance	25,916	22,062	18,451	19,927
Total Fringe Benefits	55,621	39,527	40,188	48,316
Department Total	183,404	163,193	163,269	183,189

Recreation Administration
City of Watertown

A7020

Personnel Services	2011-12 Budget
110 Salaries	
Superintendent of Parks and Rec.	\$64,014
120 Clerical	
Senior Account Clerk Typist	\$39,123
140 Temporary	\$6,000
150 Overtime	<u>\$6,500</u>
Total Personnel Services	<u>\$115,637</u>

Equipment	
250 Equipment >\$5,000	
Copier, scan/fax Machine	<u>\$9,400</u>
Total Equipment	<u>\$9,400</u>

Operating Expenses		
410 Utilities		
Telephone		\$1,250
430 Contracted Services		
Reserve Partner Hosting Fee	4,500	
Copier/Printer Maintenance	900	
HVAC Maintenance	150	
Cartegraph Subscription Renewal	1,100	
Monitoring of Alarm System	180	\$6,830
440 Fees, Non-Employee		
CPR/1st Aid Instructions	175	
Red Cross Fee	100	\$275
450 Miscellaneous		
NYS Rec. & Park Membership	386	
Nat. Inst. Parks & Recreation	335	
Mileage Reimbursements	30	
Uniforms and Protective Clothing	40	\$791
460 Materials and Supplies		
Copier Supplies	100	
Paper & Poster Board	75	
Janitorial/cleaning Supplies	25	
Maintenance Supplies	40	
Miscellaneous Office Supplies	50	\$290

465	Other Equipment < \$5,000	
	Heavy Duty Vacuum Cleaner	<u>\$400</u>
	Total Operating Expenses	\$9,836

Fringe Benefits

810	State Retirement	\$19,543
830	Social Security Expense	\$8,846
850	Health Insurance	<u>\$19,927</u>
	Total Fringe Benefits	\$48,316

TOTAL BUDGET	\$183,189
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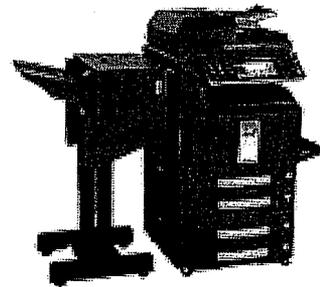
A7020 – Parks & Recreation Administration

Fiscal Year 2011-12
Equipment Requests



Copier/Fax/Scanner \$9,400

This is a request to purchase a new copier/fax/scanner to be used in the administration office. The new copier would replace our current one which is 6 years old and can't perform all the tasks required in this office. This machine has color printing capabilities which we do not have in our office since our color printer was removed for repairs over a year ago. Requiring us to connect with bus every time we need certificates for our programs, signs, and notices. This purchase would eliminate a need for a new fax machine and the replacement of the color printer.



Fiscal Year: 2011-12
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. While the Park is open year round from 7:00 am to 9:00 pm, A7110 is an 8 month account for our three full-time and five seasonal employees maintain the Park. During the winter season our full time employees work in the A5142 Snow Division where they participate in front line snow removal operations. The City works closely with the Thompson Park Conservancy, which operates the Zoo. There were 302 reservations made for 19,830 people, 8 charity walks, boy scouts, girl scouts car show and agricultural extravaganza, concerts and fireworks display which drew an estimated 5,000 people, 136 buses that carried 8,160 passengers, 17 weddings, 16 military functions, antique car cruise in, Boy Scout Camps, and several other events that totaled 29,340 in park attendance, not including daily activity or the two special events that were held. Two special events were held that filled the Park with people utilizing every available parking space. Freeman Bus held an appreciation anniversary party with free zoo admission and Samaritan held a similar event at the zoo as well.

2010-11 Accomplishments:

- ✓ Improvements and repairs made to the Zoo Director's residence.
- ✓ Landscape improvements made with the most notable areas visible along Gotham Street, around the Pavilion and near the Academy Street exit road.
- ✓ Notable increase of cross country skiing and snow shoeing in the Park through joint efforts with the Conservancy and Tug Hill Commission in providing literature and internet links.

2011-12 Goals and Objectives:

- Work with Thompson Park Conservancy regarding the future plans for the Aviary Building.
- Work with Conservancy through transition of new Zoo Director.
- Work with the community on a land use and master plan for the walkway and trails.
- As component of capital project, continue plans on pavilion roof replacement.
- Evaluate and if possible expand safe recreational opportunities at Thompson Park through scheduled events, infrastructure and amenities improvements and trail landscape maintenance.

Fiscal Year: 2011-12
 Department: Thompson Park
 Account Code: A7110
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	63,120	64,856	66,434	69,354
140 Temporary	28,898	30,999	29,618	32,000
150 Overtime	4,798	4,670	4,900	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	2,404	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	99,220	100,525	100,952	106,354
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	8,500
Total Equipment	-	-	-	8,500
Operating Expenses				
410 Utilities	50,924	49,474	48,795	47,078
420 Insurance	3,302	3,656	3,525	5,181
430 Contracted Services	29,464	37,462	30,335	41,980
440 Fees Non Employees	450	871	630	700
450 Miscellaneous	417	518	620	550
455 Dept. Vehicle Expense	32,677	30,029	27,538	33,322
460 Materials and Supplies	18,286	7,489	13,050	12,850
465 Equipment < \$5,000	1,378	698	875	850
Total Operating Expenses	136,898	130,197	125,368	142,511
Fringe Benefits				
810 New York State Retirement	6,128	7,434	8,774	15,270
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	7,401	7,602	7,723	8,136
840 Workers' Compensation	672	944	1,000	500
850 Health Insurance	19,030	18,743	21,219	20,511
Total Fringe Benefits	33,231	34,723	38,716	44,417
Department Total	269,349	265,445	265,036	301,782

Thompson Park

City of Watertown

A7110

Personnel Services

2011-12
Budget

130	Wages		
	Crew Chief (67%) *	27,668	
	Parks & Rec. Maint Wkr (2) *(67%)	41,686	\$69,354
140	Temporary		32,000
150	Overtime		<u>5,000</u>
	Total Personnel Services		\$106,354

Equipment

250	Other		
	4 Wheel Drive Utility Vehicle		<u>\$8,500</u>
	Total Equipment		\$8,500

Operating Expenses

410	Utilities		
	Water /Sewer	18,300	
	City Billed Electric	1,678	
	Natural Gas	5,000	
	Conservancy		
	Electric	8,200	
	Natural Gas	13,000	
	DSL Internet Connection	900	\$47,078
420	Insurance		\$5,181
430	Contracted Services		
	Cartegraph Subscription Renewal	675	
	Alarm Systems Monitoring	180	
	Window Replacement (Director's House)	7,500	
	Stone Work Repairs	5,000	
	Maintenance Service and Repairs	3,000	
	Small Engine Maintenance	400	
	Fence Repairs	500	
	Special Events-Porta Johns, 1st Aid	1,800	
	Ambulance	600	
	Welding Lease and Supplies	300	
	Solid Waste Disposal	1,400	
	Generator Maintenance/Repair	625	
	Conservancy Funding	20,000	\$41,980

440	Fees, Non Employee Employment Related Testing		\$700
450	Miscellaneous		
	Safety Equipment	50	
	Uniforms and protective clothing	100	
	Safety Shoes	400	\$550
455	Dept. Vehicle Expenses		
	Outside Vehicle Maintenance	5,500	
	Vehicle Maintenance	6,000	
	Preventive Vehicle Maintenance	1,100	
	Rear Tires (4-4)	1,500	
	Fuel	14,600	
	Insurance	4,622	\$33,322
460	Materials and Supplies		
	Miscellaneous Equipment Supplies	1,200	
	Hardware Materials & Supplies	500	
	Sledding Hill Hay/Fencing	1,000	
	Lumber, Paint & Stain	800	
	Cleaning Supplies	1,500	
	Rakes, Shovels, Lawn Care	200	
	Grass Seed/ Top Soil	1,500	
	Safety Supplies/Uniforms	300	
	Roadway & Walkway Materials	2,000	
	Signage Materials	250	
	Plumbing/Electric Supplies	1,200	
	Playground Sealant Material	1,000	
	Playground Repairs & Maintenance	1,400	\$12,850
465	Other Equipment < \$5,000		
	Weedeaters (2)	400	
	Cordless Drill Set	450	<u>\$850</u>
	Total Operating Expenses		\$142,511

Fringe Benefits

810	State Retirement		\$15,270
830	Social Security Expense		\$8,136
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$20,511</u>
	Total Fringe Benefits		\$44,417

TOTAL BUDGET

\$301,782

* A5142 (33%)

A7110 – Thompson Park

Fiscal Year 2011-12
Equipment Requests



Utility Vehicle with 4 wheel hydrostatic drive \$8,500

This is a request to purchase a small utility vehicle with dump box to replace the current 1986 three-wheelers that are used for park maintenance. The three-wheelers are aging, unreliable and unsafe. These vehicles are used daily for trash, checking areas and general park maintenance. The utility vehicle would be more efficient, offer sitting for more than one, and capable of transporting items which would reduce the time it takes to perform tasks. The utility vehicle would not only be more efficient it should prove cheaper to insure and much safer to operate than the three-wheelers.



Fiscal Year: 2011-12
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation



Description: There are 7 playgrounds that are owned and maintained by the City. Three of these areas and one additional site operate 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 4 playgrounds sites 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 receive 2,213 total daily visits this season, with 60 attending special events. This past year 2 recreation centers were staffed and opened for a 5 ½ week period. The Centers offered a variety of recreational opportunities at one central location. While the centers got off to a late start, ping pong, pool and other games were available and for the first time facilities remained open in bad weather. Over 87% 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.

2010-11 Accomplishments:

- ✓ Playground program consolidated with 2 recreation centers opened at 2 pool sites for the purpose of providing a diversity of team activities to a greater number of youth.
- ✓ Swing sets installed at Taylor Playground as part of continued effort in bringing playgrounds up to ASTM and CPS standards.

2011-12 Goals and Objectives:

- Expand upon the Recreation center's programs by offering additional activities and promoting community awareness of new recreation centers.
- Begin preliminary scoping of recreational opportunities on proposed development site in the City such as Ogilvie and Creekwood projects.
- Develop comprehensive inventory listing of playground sites.

Fiscal Year: 2011-12
 Department: Playgrounds
 Account Code: A7140
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	36,975	36,851	33,401	32,000
150 Overtime	30	46	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	37,005	36,897	33,401	32,000
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	59	145	99	155
420 Insurance	-	-	-	-
430 Contracted Services	219	188	200	190
440 Fees Non Employees	2,268	1,400	1,330	1,400
450 Miscellaneous	799	980	700	500
455 Dept. Vehicle Expense	3,012	2,190	3,503	4,640
460 Materials and Supplies	7,505	4,495	7,150	9,900
465 Equipment < \$5,000	1,106	-	5,400	2,900
Total Operating Expenses	14,968	9,398	18,382	19,685
Fringe Benefits				
810 New York State Retirement	-	3,781	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,831	2,822	2,555	2,448
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	2,831	6,603	2,555	2,448
Department Total	54,804	52,898	54,338	54,133

Playgrounds

City of Watertown

A7140

Personnel Services

2011-12
Budget

140	Temporary		<u>\$32,000</u>
	Total Personnel Services		<u>\$32,000</u>

Operating Expenses

410	Utilities		
	Electric		\$155
430	Contracted Services		
	Equipment Repairs	150	
	Solid Waste Disposal	40	\$190
440	Fees, Non Employee		
	Physicals		\$1,400
450	Miscellaneous		
	Mileage Reimbursements		\$500
455	Department Vehicle Expense		
	Fuel	2,020	
	FCC Mandated Radio Upgrade(3-7)	600	
	Repairs & Preventive Maintenance	750	
	Small Equipment	600	
	Insurance	670	\$4,640
460	Materials and Supplies		
	Prizes, Special Events	500	
	Arts & Crafts Supplies	750	
	Athletic Equipment	1,500	
	1st Aid Supplies	250	
	Uniforms & Equipment	400	
	Playground Supplies	2,000	
	Misc. Maintenance Supplies	300	
	Grass Seed/Topsoil	200	
	Rubber Chips	1,500	
	Sand & Wood Chips	2,500	9,900
465	Other Equipment < \$5,000		
	Weedeaters (2)	400	
	Recreation Center Equipment	2,500	<u>2,900</u>
	Total Operating Expenses		<u>\$19,685</u>

Fringe Benefits

830 Social Security Expense	<u>\$2,448</u>
Total Fringe Benefits	\$2,448
TOTAL BUDGET	\$54,133

Fiscal Year: 2011-12
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, 1 youth baseball field, 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 that compliments a Riverfront Development trail, 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 Watertown's largest events, outdoor concerts attended by 7,500 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, Watertown Revolution semi professional football team, 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.

2010-11 Accomplishments:

- ✓ Installed new Basketball Court as part of the Black River Parks Project.
- ✓ Commissioned Multi-purpose Field # 2.
- ✓ Improved communications with scheduled activities in Fair Building.
- ✓ Developed and standardized activity sheet for group and event usage.

2011-12 Goals and Objectives:

- Work with Sign Maintenance Department to label fields and areas at Fairgrounds, and when adopted, post updated rules and/or regulations.
- Continue to improve landscape in newly developed areas such as the Basketball Court, Multi-purpose Field #2 and the entrance to the new trail.
- Work on Skate Park improvements and equipment replacement with local patrons that have taken an interest.
- Complete Bicentennial Park portion of the Black River Project to include trail construction, and pavilion installation and exercise equipment.

Fiscal Year: 2011-12
 Department: Fairgrounds
 Account Code: A7141
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	29,471	32,726	27,028	30,000
150 Overtime	3,176	3,684	3,400	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	176	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	32,823	36,410	30,428	34,000
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	37,000
240 Highway and Street	-	-	-	-
250 Other	-	-	-	12,000
Total Equipment	-	-	-	49,000
Operating Expenses				
410 Utilities	9,325	9,895	14,650	13,300
420 Insurance	1,287	1,395	1,383	1,856
430 Contracted Services	11,613	8,343	12,365	10,540
440 Fees Non Employees	95	100	475	200
450 Miscellaneous	145	75	-	-
455 Dept. Vehicle Expense	9,112	9,293	9,428	13,562
460 Materials and Supplies	44,687	36,489	34,550	33,000
465 Equipment < \$5,000	8,332	624	400	5,600
Total Operating Expenses	84,596	66,214	73,251	78,058
Fringe Benefits				
810 New York State Retirement	-	3,521	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,502	2,775	2,328	2,601
840 Workers' Compensation	82	198	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	2,584	6,494	2,328	2,601
Department Total	120,003	109,118	106,007	163,659

Fairgrounds

City of Watertown

A7141

		2011-12 Budget
Personnel Services		
140	Temporary	\$30,000
150	Overtime	<u>\$4,000</u>
	Total Personnel Services	\$34,000
Equipment		
230	Motor Vehicles	
	Pickup Truck, one ton	\$37,000
250	Other	
	Utility Vehicle	<u>\$12,000</u>
	Total Equipment	\$49,000
Operating Expenses		
410	Utilities	
	Water / Sewer	8,500
	Electric	2,200
	Telephone/Security	600
	Electric - National Grid	1,300
	Gas - National Grid / UGI	700
		\$13,300
420	Insurance	\$1,856
430	Contracted Services	
	Small Equipment Repair	300
	All Pests Control	75
	Fairgrounds Building Rental	4,500
	Bleacher Repairs	1,000
	Athletic Field Work	500
	Audio Repairs	100
	Solid Waste Disposal	175
	Facility Building Repairs	1,500
	Alarm Monitor Fees	240
	Annual Fire Inspection & repairs	600
	Carpet Cleaning	350
	Fence Upgrades and Repairs	1,200
		\$10,540
440	Fees, Non-Employees	
	Employment Related Testings	\$200

455	Department Vehicle Expense		
	Fuel	5,400	
	Vehicle Maintenance	3,500	
	Outside Repairs/Field Equipment	3,000	
	Tine replacement	600	
	Insurance	1,062	\$13,562
460	Materials and Supplies		
	Bases, Slab, Home Plate	300	
	Field Covers	900	
	Soil/Top Dressing for Main Field	750	
	Sport Clay	2,000	
	Stone Dust For Warning Track	1,000	
	Sod Main Field Repairs	500	
	Sand/Topsoil Secondary Fields	3,000	
	Marking Chalk and Paint	2,800	
	Lawn Materials All Fields	10,000	
	Turf for Fields	4,000	
	Paint Supplies	1,000	
	Janitorial Products	750	
	Rakes, Shovels, Rollers	300	
	Lumber and Hardware	1,200	
	Mowing Equipment & Supplies	500	
	Plumbing	600	
	Top Rail/fence replacement	1,000	
	Electrical	2,400	\$33,000
465	Other Equipment < \$5,000		
	Goal Posts Covers (4)	1,600	
	Batting Turtle Net & Skirt	1,100	
	Skate Park Equipment (1/2)*	2,500	
	Weedeaters (2)	400	\$5,600
	Total Operating Expenses		\$78,058

Fringe Benefits

830	Social Security Expense		\$2,601
	Total Fringe Benefits		\$2,601

TOTAL BUDGET **\$163,659**

* A7143 (1/2)

A7141 - Fairgrounds

Fiscal Year 2011-12
Equipment Requests



Pickup Truck (3-005) \$37,000

Vehicle 3-005 is a 1997 Ford F350 one ton four wheel drive pickup with an eight foot platform stake rack body and snow plow. It has approximately 60,000 miles. It is used by the Recreation Department and is assigned to the Fairgrounds account code. This vehicle has a lot of rust and corrosion deterioration to the understructure of the flat bed and the truck cab. The replacement truck will be of like kind with a stainless steel "V" snow plow and a platform body. The platform body works quite well in moving bulky objects such as the small bleachers or stage assemblies. This 1997 truck will be transferred to Public Works and will be used as the carrier vehicle for the small pickup sander. The present sander truck is a 1994 Ford F250 two wheel drive with approximately 113,000 miles and is in very poor condition. The present 1994 sander truck will be surplus to the City's needs and will be sent to auction.



Utility Vehicle \$12,000

This is a request for a utility vehicle to replace the existing 1997 vehicle (3-8) at the fairgrounds. This vehicle will be used daily in operation of the ballfield, as well as, the secondary fields and to assist in maintaining the 63 acres at the Fairgrounds. The current vehicle has experienced several costly repairs. The vehicle would be well suited in maintaining the new trail system in the Fairgrounds.



Fiscal Year: 2011-12
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, Co-ed and Men's Slow Pitch softball. This program provides for 46 City baseball and Softball teams with over 740 participants. T-Ball's evening session is very successful and a popular choice for parents. Parks and Recreation crews maintain 15 baseball/softball fields, 14 of which are City owned, two outdoor basketball courts, 8 multi-purpose fields, a tennis court and skate park. Recreational opportunities are conveniently located for community use. The skate park is now located in the old basketball court along Rand Drive and the new basketball court sits across from the pool parking lot. Golf and tennis clinics were offered with 192 participants.

2010-11 Accomplishments:

- ✓ Black River Project is in process with visible welcomed improvements.
- ✓ The Skate Park at the Fairgrounds has been relocated.
- ✓ Submitted application for golf clubs through Sticks for Kids Grant Program.
- ✓ Second local coaches training course was offered through a partnership with Cortland College and the County Youth Bureau.

2011-12 Goals and Objectives:

- Continue to assist and support final stages of Black River Parks Project.
- Expand youth T-Baseball program by responding to requests and letting 5 year olds play.
- Examine ways to make North Side Field #4 safer by relocation, fencing and through discussions with City School District.
- Investigate possible parking options to address conflicts at our North Side Fields.
- Monitor Marble Street fields' usage to ensure a safe and family friendly facility.

Fiscal Year: 2011-12
 Department: Athletic Programs
 Account Code: A7143
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	4,370	4,430	4,471	4,200
150 Overtime	1,940	2,131	2,200	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	6,310	6,561	6,671	6,200
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	13,902	-	-	-
Total Equipment	13,902	-	-	-
Operating Expenses				
410 Utilities	3,693	2,852	3,750	2,200
420 Insurance	2,218	2,077	2,461	1,915
430 Contracted Services	3,291	7,763	9,125	7,100
440 Fees Non Employees	4,996	4,788	5,295	4,875
450 Miscellaneous	425	347	750	725
455 Dept. Vehicle Expense	11,288	5,005	7,171	9,197
460 Materials and Supplies	22,457	15,345	22,000	19,800
465 Equipment < \$5,000	257	-	500	3,200
Total Operating Expenses	48,625	38,177	51,052	49,012
Fringe Benefits				
810 New York State Retirement	-	668	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	477	494	510	474
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	477	1,162	510	474
Department Total	69,314	45,900	58,233	55,686

Athletic Programs

City of Watertown

A7143

Personnel Services

**2011-12
Budget**

140	Temporary		\$4,200
150	Overtime		<u>\$2,000</u>
	Total Personnel Services		\$6,200

Operating Expenses

410	Utilities		
	Electric	1,500	
	Water & Sewer	700	\$2,200
420	Insurance		
	Facility and Contents	515	
	Youth Baseball Insurance	1,400	\$1,915
430	Contracted Services		
	Athletic Field Work	750	
	Solid Waste Disposal	50	
	Equipment Rental	100	
	Golf Instruction	5,000	
	Equipment Repairs	1,200	\$7,100
440	Fees, Non Employee		
	Tennis Instructions	1,575	
	Physicals & Random Testing	100	
	Officials Fees	3,200	4,875
450	Miscellaneous		
	NYS Turfgrass Association	350	
	Sports Turf Managers NY	300	
	Mileage Reimbursements	75	\$725
455	Dept. Vehicle Expense		
	Fuel	2,850	
	Repairs & Preventive Maintenance	4,000	
	Tires	600	
	Insurance	1,747	\$9,197
460	Materials and Supplies		
	Field Soil / Top Dress Sand	1,000	
	Fertilizer, Grass Seed	3,000	
	Athletic Equipment (Balls, Bats,		

	Bases, Home Plates, Pitching Slabs)	2,000	
	Marking Chalk & Paint	3,500	
	Drag Mats Replacement (1)	400	
	T-League Shirts (18 Teams)	1,600	
	Turf	2,500	
	Awards, Ribbon & Trophies	1,500	
	Sport Clay For Fields	3,800	
	Misc. Equipment & Supplies	500	\$19,800
465	Other Equipment < \$5,000		
	Field Marker (1)	300	
	Weedeater (2)	400	
	Skate Park Equipment *	2,500	<u>\$3,200</u>
	Total Operating Expenses		\$49,012

Fringe Benefits

830	Social Security Expense		<u>\$474</u>
	Total Fringe Benefits		\$474

TOTAL BUDGET **\$55,686**

* A7141 (1/2)

Fiscal Year: 2011-12
Department: Swimming Pools - Outdoor
Account Code: A7180
Function: Culture and Recreation



Description: The City provides three outdoor pools (Thompson Park which was renovated in 1975; Alteri Pool at Fairgrounds which opened in 1974 and Flynn Pool at the North Side which opened in 1979) during the summer months. The pools are open for a 9 ½ week period with the Fairgrounds Pool opening in early June until around Labor Day. The pools recorded 12,884 (Alteri – 4,926; Flynn – 2,783; Park – 5,175) visits from patrons throughout the summer. All pool personnel are certified and meet New York State requirements for life guarding with 55% being City residents. The City offers a “Learn to Swim” program in the mornings for a four-week period with 125 youths attending with 55 taking lessons at the Alteri Pool. The Fairground’s pool also offers lap swimming. City 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. The City collects \$1 for non-City Residents to swim. The Park Pool collected \$367 of the fees; Alteri Pool collected \$125; and the Flynn Pool collected \$50 for a total of \$545.

2010-11 Accomplishments:

- ✓ Implemented revised lifeguard work schedule while providing a safe program within budget guidelines.
- ✓ Developed detailed specification and obtained proposals from qualified Engineering firms to conduct a comprehensive pool evaluation study.
- ✓ Passed NYSDOH inspections at all 3 pool sites.
- ✓ Received Pool Safety Certification of Compliance, meeting the requirements of the Main Drain Compliance for the Virginia Graeme Baker Act for all three outdoor pools.

2011-12 Goals and Objectives:

- Review and establish both a short term and a long term action plan addressing findings and recommendations from 2010-2011 comprehensive pool study.
- Provide higher level of monitoring and testing of chemicals used in order to ensure a more consistent water quality as directed by NYSDOH.
- Expand pool connection at Fairgrounds with Recreation Center Program.
- Investigate expansion of concession stand for summer pool operation.

Fiscal Year: 2011-12
 Department: Swimming Pools - Outdoor
 Account Code: A7180
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	68,081	66,042	57,807	60,000
150 Overtime	3,077	6,260	5,000	5,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	390	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	71,548	72,302	62,807	65,500
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	14,771	12,577	12,691	12,380
420 Insurance	1,156	1,226	1,213	1,317
430 Contracted Services	4,645	3,928	18,800	7,950
440 Fees Non Employees	2,345	2,390	1,995	2,200
450 Miscellaneous	97	1,210	300	550
455 Dept. Vehicle Expense	263	-	180	180
460 Materials and Supplies	50,032	41,953	35,550	35,484
465 Equipment < \$5,000	6,525	-	9,300	3,300
Total Operating Expenses	79,834	63,284	80,029	63,361
Fringe Benefits				
810 New York State Retirement	-	7,290	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,462	5,518	4,805	5,011
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	5,462	12,808	4,805	5,011
Department Total	156,844	148,394	147,641	133,872

Swimming Pools - Outdoor

City of Watertown

A7180

Personnel Services

2011-12

Budget

140	Temporary		\$60,000
150	Overtime		<u>\$5,500</u>
	Total Personnel Services		\$65,500

Operating Expenses

410	Utilities		
	Fuel Oil	3,500	
	Water and Sewer	5,000	
	Electric	1,260	
	Cell Phones	120	
	National Grid / UGI - Gas	2,500	\$12,380
420	Insurance		\$1,317
430	Contracted Services		
	Replace Dressing Room Doors (2)	6,000	
	Building Repairs/Maint.	1,200	
	Fence Repairs/Replacement	750	\$7,950
440	Fees, Non Employee		
	Employment Related Testing		\$2,200
450	Miscellaneous		
	Mileage Reimbursements	50	
	CPO Course	500	\$550
455	Departmental Vehicle Expense		
	Fuel		\$180
460	Materials and Supplies		
	Chemicals	18,000	
	Pool Supplies	3,000	
	Maintenance Supplies	1,200	
	1st Aid Supplies	750	
	Lifeguard Equipment	2,500	
	Paint and Hardware	1,000	
	Pool Repairs	2,500	
	Electrical/Plumbing Supplies	1,500	
	Swim lesson supplies	200	
	Filtration Equipment	1,200	
	Pool Feeder Pumps (2)	2,534	
	Pool Filter Covers	900	
	Signage	200	\$35,484

465	Other Equipment < \$5,000		
	Portable Pool Vacuum (1)	1,800	
	Portable Eye Wash Station (2)	1,500	<u>3,300</u>
	Total Operating Expenses		\$63,361

Fringe Benefits

830	Social Security Expense		<u>\$5,011</u>
	Total Fringe Benefits		\$5,011

TOTAL BUDGET **\$133,872**

Fiscal Year: 2011-12
Department: Ice Arena
Account Code: A7265
Function: Culture and Recreation



Description: The Municipal Arena, which opened in 1975, provides the community with a variety of services. During the six winter months an ice surface is maintained. Combined public attendance rose from 20,843 to 22,002 patrons and from 38 to 47 birthday parties. The Arena generates over \$145,125 in yearly winter revenue. There were 10,767 pairs of skates rented this past season. There were 1,214 pairs of skates sharpened for the public. The Arena rents ice time to the Minor Hockey Association, the Figure Skating Club, IHC, adult hockey groups, Ft. Drum groups and private groups. The ice surface is also used by seasonal broomball groups. Rock N Skate and Slip, Slide & Skate have been a success. Rock N Skate attendance was 8,618 skaters this past season. The event is offered weekly and brought in \$34,330 in admission and skate rental revenue last season. Attendance for the current season has decreased due to other new events and activities in the area.

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 \$27,937 was collected in summer season arena rental and revenue for the 2009-2010 seasons. This year the City took over the operation of the concession stand in the Arena.

2010-11 Accomplishments:

- ✓ Expanded Summer Recreation's program use of the Arena.
- ✓ Concession stand completely remodeled and is now operating under City staff.

2011-12 Goals and Objectives:

- Continue to fine tune concession operations as it relates to inventory, staffing and products.
- Work with Sign maintenance Department to design destination entrance signs to Arena for winter activities.
- Work with Electric Department to conduct an ice sheet overhead lighting system analysis in order to evaluate current technology improvements that will provide cost effective, enhanced lighting characteristics.
- Examine alternatives for Rock N Skate Program should attendance continue to decrease.

Fiscal Year: 2011-12
 Department: Ice Arena
 Account Code: A7265
 Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	60,938	63,466	63,190	65,757
140 Temporary	54,849	60,069	57,750	75,000
150 Overtime	24,813	29,037	28,000	25,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	270	103	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	140,870	152,675	148,940	165,757
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	9,282	-	-	-
Total Equipment	9,282	-	-	-
Operating Expenses				
410 Utilities	50,027	51,211	49,500	48,276
420 Insurance	3,695	3,833	3,894	4,136
430 Contracted Services	19,802	40,382	26,439	26,354
440 Fees Non Employees	1,383	1,865	1,387	1,412
450 Miscellaneous	1,695	2,790	2,910	2,840
455 Dept. Vehicle Expense	8,537	6,326	8,879	10,950
460 Materials and Supplies	20,173	17,817	21,550	54,350
465 Equipment < \$5,000	7,160	-	15,460	15,300
Total Operating Expenses	112,472	124,224	130,019	163,618
Fringe Benefits				
810 New York State Retirement	12,961	11,138	11,216	21,675
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	10,518	11,372	11,394	12,681
840 Workers' Compensation	19,687	22,691	22,000	22,000
850 Health Insurance	21,498	23,758	22,308	21,564
Total Fringe Benefits	64,664	68,959	66,918	77,920
Department Total	327,288	345,858	345,877	407,295

Ice Arena

City of Watertown

A7265

Personnel Services

**2011-12
Budget**

130	Wages	
	Parks and Rec. Maint Wrks (4)*	\$65,757
140	Temporary	\$75,000
150	Overtime	<u>\$25,000</u>
	Total Personnel Services	<u>\$165,757</u>

Operating Expenses

410	Utilities	
	Water / Sewer	9,000
	Electric	4,276
	National Grid / UGI - Gas	34,000
	National Grid - Electric	1,000
		\$48,276
420	Insurance	\$4,136
430	Contracted Services	
	Outside Equipment Rentals	500
	Facility Maintenance and Repairs	2,400
	Cash Register Maintenance	260
	Pest Control	444
	Zamboni Blades Sharpening	1,500
	Public Skating Schedules	300
	Maintenance/Repairs to Floor	1,200
	Sprinkler Maintenance/Inspection	2,500
	Rock N Skate - DJ Service	3,250
	Heating Maintenance	3,000
	PA System Maintenance	500
	Replace Exit Doors	2,500
	Concession Register Maintenance	500
	Refrigeration System Maintenance	7,500
		\$26,354
440	Fees, Non Employee	
	Program Instructor	912
	Physicals for Employees	500
		\$1,412
450	Miscellaneous	
	Safety Shoes	560
	Mileage Reimbursement	50
	Safety Equipment, Jackets, Gloves	500

	Ice Skating Institute	350	
	NE Ice Skating Managers' Assoc.	250	
	ASCAP & SESAC & BMI Charges	830	
	Uniforms and Protective Clothing	300	\$2,840
455	Dept. Vehicle Expenses		
	FCC Mandated Radio Upgrade (3-12)	600	
	Zamboni Repairs	1,500	
	Zamboni Supplies	1,500	
	Vehicle Parts	2,000	
	Insurance	1,380	
	Forklift Repair	1,000	
	Fuel	2,970	\$10,950
460	Materials and Supplies		
	Skate Supplies	1,200	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Lamp Replacement	1,000	
	Ballast Replacement	1,200	
	Ice Paint	1,800	
	Maintenance of Small Equipment	500	
	Building/Maintenance/Janitorial	5,000	
	Dasher Board Maintenance	2,400	
	Emergency Lights	300	
	Hardware, Lumber, Paint	1,000	
	Electrical/Plumbing Supplies	2,500	
	First Aid Supplies	750	
	Miscellaneous Supplies	1,800	
	Propane, Oil	800	
	Concession Food	30,000	
	Concession Supplies	2,000	
	Stage and Concert Supplies	300	\$54,350
465	Other Equipment < \$5,000		
	Hockey Goals (1 set)	2,300	
	Candy Vending Machine	3,000	
	Concession Shelving	1,000	
	Light Fixture Replacements	6,500	
	Rental Skates	2,500	<u>\$15,300</u>
	Total Operating Expenses		\$163,618

Fringe Benefits

810	State Retirement	\$21,675
830	Social Security Expense	\$12,681
840	Workers' Compensation	\$22,000
850	Health Insurance	<u>\$21,564</u>
	Total Fringe Benefits	\$77,920

TOTAL BUDGET

\$407,295

* A5010 (1/2)

Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- ✓ Awarded EPA Grant for Ogilvie Site environmental clean-up.
- ✓ Completed 2007 and 2008 CDBG and 2009 HOME grants.
- ✓ Completed 2006 and 2007 Restore NY grants.
- ✓ Reviewed 10 site plans, 4 waivers, 6 subdivisions, 5 zone changes, and 2 special use permits in 2010.

2011-12 Goals and Objectives:

- Complete 2009 CDBG and 2010 HOME grants.
- Complete 2005 and 2007 EPF grants (J.B. Wise Parking Lot).
- Complete 2009 Restore NY grant (Woolworth Building).
- Complete Local Waterfront Revitalization Program plan.
- Complete 2006 EPF grant (Marble St. and Bicentennial Parks).
- Complete USDA RBEG grant (Gaffney Drive Pump Station).
- Complete EPA grant for Ogilvie Site.
- Initiate 2010 EPF grant (Soldiers & Sailors Monument).

Provide Staff support to Advantage Watertown, Downtown Business Association, Planning Board and Zoning Board of Appeals.

Fiscal Year: 2011-12
 Department: Planning Office
 Account Code: A8020
 Function: Home and Community Services



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	2,334	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	2,334	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	61,339	36,177	81,000	81,000
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	4,127	3,496	4,000	4,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	26,033	-	-
465 Equipment < \$5,000	237	-	-	-
Total Operating Expenses	65,703	65,706	85,000	85,000
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	178	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	178	-	-	-
Department Total	68,215	65,706	85,000	85,000

Planning

City of Watertown **A8020**

		2011-12 Budget
Operating Expenses		
430 Contracted Services		
Grant Applications	20,000	
DOS Grant Training*	5,000	
Brownfield Opportunity Area **	56,000	\$81,000
450 Miscellaneous		
Subscriptions/Memberships	2,500	
Software Licenses	1,000	
Public Hearing Notices	500	<u>\$4,000</u>
Total Operating Expenses		\$85,000
TOTAL BUDGET		\$85,000
Off-setting Revenue		
* EPF (State)		\$2,500
** Brownfield Opportunity Area Grant (State)		\$50,400
Total Revenue		\$52,900

Fiscal Year: 2011-12
 Department: General Fund
 Account Code: A9040, A9050, A9060, A9065,
 A9070, A9501, A9512, A9945,
 A9950, A9960



Function: Fringe Benefits and Interfund Transfers

	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
A9040 Workers' Compensation	87,750	96,944	90,000	90,000
A9050 Unemployment	9,832	13,326	7,500	7,500
A9060 Health Insurance - Retirees	2,949,868	3,234,349	3,181,827	3,017,035
A9065 Medicare Part B - Retirees	228,082	241,877	251,026	282,402
A9070 Compensated Absences	27,066	-32,489	25,000	15,000
A9089 Employee Benefits - Other	5,721	7,686	12,378	12,915
A9501 General Liability Reserve	25,000	25,000	25,000	75,000
A9512 Library Fund Transfer	918,880	984,210	1,066,499	1,276,677
A9950 Capital Fund Transfer	482,952	381,404	580,000	1,393,000
A9960 Black River Trust Reserve	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	4,745,151	4,962,307	5,249,230	6,179,529

Accounts A9040, A9050, A9060, A9065, A9070 and A9089 represent fringe benefit expenses that are not charged directly to detail operating accounts.

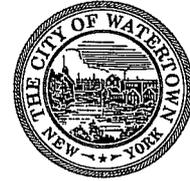
A9501 General Liability Reserve - This represents the annual transfer to support the costs associated with defending claims against the City.

A9512 Transfer to Library - Operating support of the Flower Memorial Library.

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

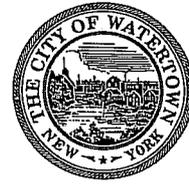
A9960 Transfer to Black River Trust Reserve - Represents the City's annual commitment to the Black River Reserve Trust as required in our FERC license.

Fiscal Year: 2011-12
 Department: Debt Service
 Account Code: A9710. - A9780.
 Function: Debt Service



Debt Service	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Serial Bonds				
A9710.6 Principal	\$2,614,314	\$2,718,219	\$2,439,879	\$2,559,062
A9710.7 Interest	1,101,085	1,045,996	974,295	723,545
Bond Anticipation Notes				
A9730.6 Principal	224,300	-	-	-
A9730.7 Interest	62,786	-	-	-
Loan				
A9780.6 Principal	27,726	28,942	30,000	27,150
A9780.7 Interest	2,923	1,001	500	100
Total Budget	\$4,033,134	\$3,794,158	\$3,444,674	\$3,309,857

Fiscal Year: 2010-11
 Department: Debt Service
 Account Code: General Fund
 Function: Debt Service Detail

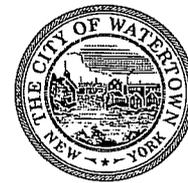


SERIAL BONDS

DATE OF ISSUE	RATE	DATE OF MATURITY	2011-12 PRINCIPAL	2011-12 INTEREST	2011-12 TOTAL	OUTSTANDING BALANCE
12/1/83	9.60%	12/1/2017	\$ 45,000	\$ 17,520	\$ 62,520	\$ 160,000
10/15/91	6.30 - 6.37%	10/15/2011	61,700	1,967	63,667	-
9/15/92	5.50 - 5.70%	10/15/2011	105,000	2,993	107,993	-
4/15/00	5.125 - 5.50%	6/15/2020	776	182	958	3,468
8/27/2002	2.50 - 4.00%	3/1/2012	98,055	3,922	101,977	-
1/15/2005	2.75 - 4.25%	1/15/2024	482,277	136,324	618,601	2,974,788
11/15/2005	4.00 - 4.375%	11/15/2020	160,000	52,770	212,770	1,197,000
5/1/2006	4.50 - 7.50%	11/1/2015	25,000	5,094	30,094	100,000
2/15/2008	3.25 - 4.00%	2/15/2023	380,000	84,339	464,339	2,030,000
2/11/2009	2.50 - 3.25%	9/15/2018	216,500	43,572	260,072	1,399,500
6/15/2010	3.125 - 4.00%	12/15/2024	169,000	42,227	211,227	1,208,000
4/15/2011 A	2.00 - 4.00%	11/15/2025	115,000	75,767	190,767	2,060,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	280,754	21,589	302,343	719,924
4/15/2011 C	2.00 - 6.00%	11/15/2022	235,000	178,279	413,279	3,460,000
spring 2011 issue			185,000	57,000	242,000	1,383,500
		TOTAL	\$ 2,559,062	\$ 723,545	\$ 3,282,607	\$16,696,180
LOAN -HVAC			2011-12 PRINCIPAL	2011-12 INTEREST	2011-12 TOTAL	OUTSTANDING BALANCE
6/1/2002	0.51%	6/1/2012	\$ 27,150	\$ 100	\$ 27,250	\$ -

Water Fund

Fiscal Year: 2011-12
Department: Water Fund
Account Code: Summary
Function: Water Fund Summary



Revenues	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Water Rents	\$ 3,763,921	\$ 3,617,752	\$ 3,153,950	\$ 3,235,000
Unmetered Water	10,123	15,725	12,000	15,000
Outside User Fees	688,420	544,160	1,112,000	1,254,000
Water Srv. Charges	69,446	90,366	65,000	65,000
Int. & Pen. On Water Rents	75,523	69,620	75,000	75,000
Interest Earnings	11,997	4,111	11,000	5,000
Sale of Scrap	1,258	1,785	1,250	2,000
Sale of Equipment	900	-	1,000	1,000
Insurance Rec.	-	5,870	1,000	1,000
Refund of Prior Year Exp.	60	68	100	100
Premium on Obligations	2,900	-	-	-
Unclassified Revenues	1,747	2,120	100	1,000
Metered Water Sales Other Funds	95,065	96,409	95,000	110,000
State Aid Home & Community	-	-	8,075	-
Interfund Transfer	11,825	173,098	74,000	1,000
Sub-Total	4,733,185	4,621,084	4,609,475	4,765,100
Actual Beginning Fund Balance	1,334,509	1,143,141		
Appropriated Fund Balance Debt Reserve				71,438
Appropriated Fund Balance Coagulation Reserve			130,000	
Appropriated Fund Balance			26,227	22,445
Total Revenues	\$ 6,067,694	\$ 5,764,225	\$ 4,765,702	\$ 4,858,983

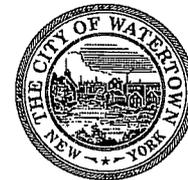
Expenditures	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Administration	\$ 242,427	\$ 253,155	\$ 262,974	\$ 257,290
Source, Supply, Power & Pumping	445,694	415,956	584,900	501,805
Water Purification	1,357,822	1,382,627	1,427,475	1,481,968
Water Distribution	1,159,087	1,183,858	1,175,039	1,208,812
General	318,504	402,556	324,756	402,205
Debt	1,401,019	1,108,432	990,558	1,006,903
Total Expenditures	\$ 4,924,553	\$ 4,746,584	\$ 4,765,702	\$ 4,858,983

Fiscal Year: 2011-12
Department: Water Fund
Account Code: Revenues
Function: Revenue Summary



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
F2140 Water Rents	\$ 3,763,921	\$ 3,617,752	\$ 3,153,950	\$ 3,235,000
F2142 Unmetered Water	10,123	15,725	12,000	15,000
F2143 Outside User Fees	688,420	544,160	1,112,000	1,254,000
F2144 Water Srv. Charges	69,446	90,366	65,000	65,000
F2148 Int. & Pen. On Water Rents	75,523	69,620	75,000	75,000
F2401 Interest Earnings	11,997	4,111	11,000	5,000
F2650 Sale of Scrap	1,258	1,785	1,250	2,000
F2665 Sale of Equipment	900	-	1,000	1,000
F2680 Insurance Rec.	-	5,870	1,000	1,000
F2701 Refund of Prior Year Exp.	60	68	100	100
F2710 Premium on Obligations	2,900	-	-	-
F2770 Unclassified Revenues	1,747	2,120	100	1,000
F2830 Metered Water Sales Funds	95,065	96,409	95,000	110,000
F3989 State Aid Home and Comm.	-	-	8,075	-
F5031 Interfund Transfer	11,825	173,098	74,000	1,000
Sub-Total	4,733,185	4,621,084	4,609,475	4,765,100
Actual Beginning Fund Balance	<u>1,334,509</u>	<u>1,143,141</u>		
Appropriated Fund Balnce Debt Reserve				71,438
Appropriated Fund Balance Coagulation Reserve			130,000	
Appropriated Fund Balance			<u>26,227</u>	<u>22,445</u>
Total Revenues	\$ 6,067,694	\$ 5,764,225	\$ 4,765,702	\$ 4,858,983

Fiscal Year: 2011-12
Department: Water Fund
Account Code: Revenues
Function: Revenue Descriptions



F2140 – Water Rents - Sales of water to residential, commercial, industrial, educational and governmental users located within the City.

F2142 - Unmetered Water Sales - Sales of bulk water at the Water Treatment Plant.

F2143 - Outside User Fees - Sales of water to residential, commercial, industrial, educational and governmental users located outside of the City.

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

F2148 - Interest & Penalties on Water Rents - Charges of 10% penalties for late water payments.

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

F2650 - Sale of Scrap – Sales of excess scrap.

F2665 – Sale of Equipment – Sales of equipment.

F2680 – Insurance Recoveries – Reimbursements from insurance companies for damages to property, equipment and vehicles.

F2701 - Refund of Prior Years Expense – Refunds for expenditures that were paid for in a prior year.

F2710 – Premium on Obligations – Premiums received from the issuance of bond anticipation notes and serial bonds for capital projects.

F2770 - Other Unclassified Revenues - Revenues from sources for which a specific code has not been provided.

F2830 - Metered Water Sales Other Funds – Sales of water to other City funds.

F3989 – State Aid – Home and Community Services – Reimbursements received from New York State related to the construction of the Marble Street and Bicentennial Parks

F5301 – Interfund Transfers – Transfers from other funds.

Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- Prepared and revised a contract agreement for the sale of water to the Development Authority of the North Country. Awaiting final approval. Current contract expires May 14, 2011.
- Prepared a contract agreement for sale of water to five water districts in the Town of Watertown. The three year agreement was executed on December 9, 2010.
- ✓ Completed administration and oversight of a disinfection by-products (DBPs) study supported by a Shared Municipal Services Incentive Grant through the NYS Department of State. This was done in response to the USEPA's Stage II Disinfection Byproducts Rule. Working with Hazen and Sawyer LLC, our consultant, and the stakeholders of the regional water distribution systems (DANC and Water Districts), evaluations were made of the potential for reduction of DBPs at our facilities and in the individual consecutive water systems.

2011-12 Goals and Objectives:

- Effect a smooth transition to new leadership within the Water Department.
- Continue to work on the conversion of water meters to radio read capability.
- Begin integrating an electronic work order system into the daily work flow process, which has historically been a manual function.

Fiscal Year: 2011-12
 Department: Water Administration
 Account Code: F8310
 Function: Water Administration



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	81,132	82,758	81,509	54,433
120 Clerical	39,004	37,657	37,935	39,790
130 Wages	32,490	28,386	33,223	34,191
140 Temporary	4,176	4,162	5,100	5,100
150 Overtime	976	550	800	800
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	1,400	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	157,778	154,913	159,967	135,714
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	14,500
240 Highway and Street	-	-	-	-
250 Other	-	-	-	3,100
Total Equipment	-	-	-	17,600
Operating Expenses				
410 Utilities	362	467	500	600
420 Insurance	-	-	-	-
430 Contracted Services	12,952	17,560	18,970	18,665
440 Fees Non Employees	-	2,696	-	3,300
450 Miscellaneous	13,083	13,808	13,200	13,000
455 Dept. Vehicle Expense	2,442	2,619	2,286	3,200
460 Materials and Supplies	3,734	2,599	3,000	3,125
465 Equipment < \$5,000	-	-	2,075	2,250
Total Operating Expenses	32,573	39,749	40,031	44,140
Fringe Benefits				
810 New York State Retirement	12,808	12,557	21,921	22,936
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,651	11,419	12,130	10,382
840 Workers' Compensation	193	8,045	4,000	2,000
850 Health Insurance	27,424	26,472	24,925	24,518
Total Fringe Benefits	52,076	58,493	62,976	59,836
Department Total	242,427	253,155	262,974	257,290

Water Fund Administration
City of Watertown

F8310

Personnel Services

**2011-12
Budget**

110	Salaries		
	Water Superintendent	20,683	
	Municipal Utilities Manager***	33,750	\$54,433
120	Clerical		
	Principal Account Clerk *	23,144	
	Senior Account Clerk Typist *	16,646	\$39,790
130	Wages		
	Water Meter Reader (2) *		\$34,191
140	Temporary *		\$5,100
150	Overtime *		\$800
175	Health Insurance Buyout		<u>\$1,400</u>
	Total Personnel Services		\$135,714

Equipment

230	Motor Vehicles		
	Vehicles - Replacement (2)*		\$14,500
250	Miscellaneous		
	Handheld Meter Reading Equip*		<u>3,100</u>
	Total Equipment		\$17,600

Operating Expenses

410	Utilities		\$600
	Telephone*		
430	Contracted Services		
	Office Rental *	7,800	
	Bank Fees*	2,550	
	Software Support Fees*	3,970	
	Repairs to Equipment *	300	
	Repairs to Meter Reading Equip*	500	
	Fee for Paying Agent	325	
	Consumer Confidence Report	2,800	
	Equip Maint Contracts**	420	\$18,665

440	Fees		
	Flu Shots*	400	
	Actuarial Services*	275	
	Audit Services*	2,625	\$3,300
450	Miscellaneous		
	Uniforms, Meter Readers *	500	
	Membership AWWA	1,800	
	Travel and Training	100	
	Postage Expenses *	8,500	
	Postage Expense Ann Report	2,000	
	Text/Reference Materials	100	\$13,000
455	Dept. Vehicle Expense		
	Fuel *	1,000	
	Maintenance & Repairs *	1,200	
	Insurance *	1,000	\$3,200
460	Materials and Supplies		
	Printed Forms, Bills *	2,500	
	Office Supplies *	625	\$3,125
465	Equipment <\$5,000		
	Computer & Software		\$2,250
	Total Operating Expenses		\$44,140

Fringe Benefits

810	New York State Retirement		\$22,936
830	Social Security Expense		\$10,382
840	Workers' Compensation		\$2,000
850	Health Insurance		<u>\$24,518</u>
	Total Fringe Benefits		\$59,836

TOTAL BUDGET **\$257,290**

* 1/2 expense shared with Sewer Fund G8110

** 4 way split

*** 60% Water/ 20% Sewer/ 20% Engineering

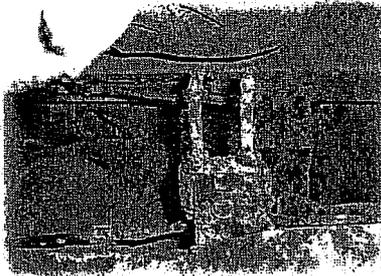


Fiscal Year 2011-12
Equipment Requests

Vehicle Replacement: \$29,000

There are two vehicles at \$14,500 each. The cost for these vehicles and the maintenance charges are split between the Water and Sewer funds.

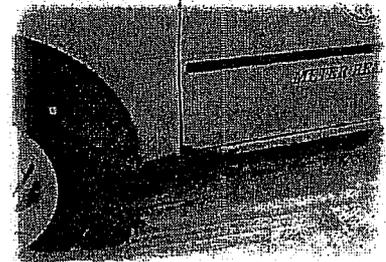
The vehicles being replaced are 1999 Ford Escort sedans, 2-25 and 2-26 used by the water meter readers. 2-25 has 49,000 miles on it and 2-26 has 54,500 miles on it. The frames on both vehicles are badly rusted and the floor pans have been patched on both sides. The brake lines are corroded and some have already been replaced as they had begun to leak. Central Garage has informed us that the vehicles are reaching the point where they will not be safe for much longer



Brake Line and Block at Frame



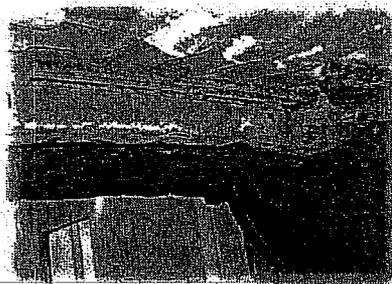
Floor Pan Repair



Rusted Rocker Panels



Engine Mount



Frame

F8310 - Water Administration
G8110 – Sewer Administration

Fiscal Year 2011-12
Equipment Requests



Hand Held Water Meter Reading Data Collector \$6,200

The piece of equipment is an updated model of the hand held data collectors used by the meter readers and meter service personnel to read and perform service installations and inspections of water meters using both radio reading and manual reading data input capabilities.

The cost of this piece of equipment is split 50/50 between the water and sewer funds at \$3,100 per fund.

This unit will replace one of the two original hand held units, which have been problematic for the past two years and have been sent to the factory for repairs a number of times. This will be the third unit of the updated model to be purchased. Two are used by the meter readers and one is used by the meter service crew.



Fiscal Year: 2011-12
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.

2010-11 Accomplishments:

- ✓ Completed the Dam Restoration Project to minimize the infiltration of untreated raw river water into the coagulation basin. It is hoped that completion of this project will result in better control of alum dosage with associated cost savings, as well as a reduction in precursors that lead to formation of disinfection by-products.
- ✓ Received and accepted bids for the dredging of the coagulation basin for removal of alum sludge. The work will be completed in spring of 2011.

2011-12 Goals and Objectives:

- Collect and analyze data to determine the degree of impact that the Dam Restoration Project has on minimizing precursors that result in disinfection by-product development in the distribution system.
- Review and analyze recommendations presented in the Final Report on the Disinfection By-products Study prepared by our engineering consultant on options for pretreatment that could be beneficial in achieving compliance with the EPA's Stage 2, Disinfection By-products Rule, which is currently scheduled to take effect in 2013.

Fiscal Year: 2011-12
Department: Source of Supply, Power and Pumping
Account Code: F8320
Function: Water Operations



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	-	-	-	-
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	20,000
Total Equipment	-	-	-	20,000
Operating Expenses				
410 Utilities	412,557	393,632	406,100	432,700
420 Insurance	-	-	3,500	3,305
430 Contracted Services	13,589	10,948	156,300	15,300
440 Fees Non Employees	2,450	120	-	12,000
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	7,707	5,220	9,000	9,000
465 Equipment < \$5,000	9,391	6,036	10,000	9,500
Total Operating Expenses	445,694	415,956	584,900	481,805
Fringe Benefits				
810 New York State Retirement	-	-	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	-	-	-
Department Total	445,694	415,956	584,900	501,805

Source of Supply, Power and Pumping

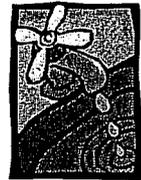
City of Watertown

F8320

Equipment		2011-12 Budget
250	Other Equipment > \$5,000	
	Low Lift Pump Replacement	<u>\$20,000</u>
	Total Equipment	<u>\$20,000</u>
Operating Expenses		
410	Utilities	
	Electric	415,000
	Natural Gas	16,500
	Water & Sewer (Town of Pamela)	1,200
		\$432,700
420	Insurance	\$3,305
430	Contracted Services	
	Maintenance Contracts Generators	2,500
	Repairs to Pumps	6,000
	Electric Repairs & Service	2,000
	Boiler Repairs, Maint., Service	2,500
	Miscellaneous Repairs	1,000
	Rental of Propane Tank	300
	Crane Inspection-Annual	1,000
		\$15,300
440	Fees, Non-Employee	
	Engineering - Fluoride Tank Replacement	\$12,000
460	Materials and Supplies	
	Grease and Oil	500
	Fuel Oil, Generator	3,000
	Propane, Small Generator	1,500
	Mechanical Repair Parts	2,000
	Miscellaneous Hardware	2,000
		\$9,000
465	Other Equipment < \$5,000	
	Mechanical Equipment & Repair Parts	5,000
	Electronic Equipment & Repair Parts	4,500
		<u>\$9,500</u>
	Total Operating Expenses	\$481,805
	TOTAL BUDGET	\$501,805

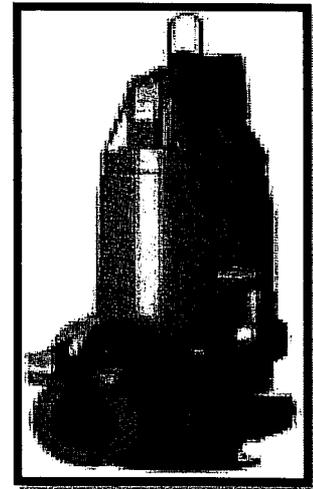
F8320 – Source of Supply, Power, & Pumping

Fiscal Year 2011-12
Equipment Requests



Equipment Replacement: \$20,000

There are four (4) Flygt submersible pumps at the Low Lift Pump Station that pump the water from the coagulation basin to the water treatment plant filters. They are rotated on a regular basis to equalize wear and tear. Under normal operating conditions, two of three pumps in service are operated at a time. One pump is on standby. The fourth pump is sent away to the factory to be rebuilt and inspected when it is rotated out, then returned and is a stand by unit until the next rotation. The pumps are over 20 years in age.



Each time the pumps are rebuilt they show more signs of wear. Soon they will no longer be able to be rebuilt. This would be the first year that one of the four pumps would be replaced. The recommendation of staff is to schedule the replacements over four or more years to minimize the chance for failure and the possible need to replace more than one pump in a single fiscal year.

Fiscal Year: 2011-12
Department: Water Purification
Account Code: F8330
Function: Water Operations



Description: The City's 15 MGD Water Plant purified and delivered more than 1.66 billion gallons of high quality potable water last year. An average of 4.57 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, Pamela, Leray, Champion, and personnel at Fort Drum in 2010. 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.

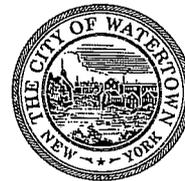
2010-11 Accomplishments:

- ✓ Performed required periodic sampling of 30 sites to monitor compliance with the Lead and Copper Rule.
- ✓ Received complimentary closing comments on the report on the annual comprehensive performance evaluation and inspection of facilities from the district representatives for the New York State Department of Health.
- ✓ Completed Disinfection By-products Study.

2011-12 Goals and Objectives:

- Continue working with stakeholders to develop potential solutions to issues arising from the Stage II Disinfection Byproducts Rule IDSE Study.
- Replace the filter media in the water treatment plant per NYSDOH recommendations.
- Revisit the investigation into the feasibility of installing "mini-hydro" units to supplement the electrical supply at the water treatment facilities.
- Prepare design and specifications for Fluoride System replacement.

Fiscal Year: 2011-12
 Department: Water Purification
 Account Code: F8330
 Function: Water Operations



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	62,059	61,256	60,980	61,895
120 Clerical	-	-	-	-
130 Wages	451,485	452,880	455,945	457,353
140 Temporary	-	-	-	-
150 Overtime	21,820	23,716	23,500	22,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	5,600	5,600	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	535,364	543,452	546,025	549,648
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	13,162	-	-
Total Equipment	-	13,162	-	-
Operating Expenses				
410 Utilities	232,907	184,462	218,720	232,915
420 Insurance	14,537	15,350	8,000	12,604
430 Contracted Services	24,714	13,110	13,300	11,600
440 Fees Non Employees	4,984	571	3,450	15,050
450 Miscellaneous	4,497	7,625	6,050	5,550
455 Dept. Vehicle Expense	7,816	9,434	9,792	10,713
460 Materials and Supplies	284,357	353,832	373,300	375,260
465 Equipment < \$5,000	13,999	24,158	18,500	22,000
Total Operating Expenses	587,811	608,542	651,112	685,692
Fringe Benefits				
810 New York State Retirement	43,569	42,072	66,472	91,296
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	40,020	40,505	41,342	42,048
840 Workers' Compensation	66	5,092	500	500
850 Health Insurance	150,992	129,802	122,024	112,784
Total Fringe Benefits	234,647	217,471	230,338	246,628
Department Total	1,357,822	1,382,627	1,427,475	1,481,968

Water Purification

City of Watertown

F8330

Personnel Services

**2011-12
Budget**

110	Salaries		
	Chief WTP Operator		\$61,895
130	Wages		
	WTP Maintenance Supv.	52,972	
	Laboratory Technician	44,757	
	WTP Maint. Mechanic (2)	87,486	
	Building Maint. Worker	35,875	
	WTP Operator (6)	236,263	\$457,353
150	Overtime		\$22,000
175	Health Insurance Buyout		<u>\$8,400</u>
	Total Personnel Services		\$549,648

Operating Expenses

410	Utilities		
	Sewer Charges	196,565	
	Natural Gas	35,100	
	Telephone	1,250	\$232,915
420	Insurance		\$12,604
430	Contracted Services		
	AC Boiler Repair & Maintenance	2,000	
	Electric Repair & Maintenance	2,000	
	Repairs to Equipment	3,000	
	Advertising	300	
	Chemical Testing	4,100	
	Inspection of Fire/Intrusion Alarms	200	\$11,600
440	Fees, Non Employee		
	Lab Accreditation Fee	650	
	Flu Shots	500	
	License and Permit Fees	600	
	Physical Exams & Testing	1,300	
	Engineering-Fluoride Tank Replacement	12,000	\$15,050
450	Miscellaneous		
	Schools, Training, & Textbooks	1,450	
	Travel Expenses, Operator Training	1,500	
	Boots, Helmets, Goggles	800	
	Water Sample Mailing- Overnight	800	
	Risk Management Training	1,000	\$5,550

455	Dept. Vehicle Expense		
	Maintenance & Repairs	5,000	
	Fuel	4,285	
	Insurance	1,428	\$10,713
460	Materials and Supplies		
	Process Chemicals	349,660	
	Materials and Supplies	25,600	\$375,260
465	Other Equipment <\$5000		
	Computer Upgrades	4,000	
	Radio Upgrades	1,500	
	Repair Parts; Mechanical,Electrical	12,000	
	Mechanical Tools	1,000	
	Laboratory Equipment	2,500	
	Doors,Windows, Gates,etc.	1,000	<u>\$22,000</u>
	Total Operating Expenses		\$685,692

Fringe Benefits

810	New York State Retirement		\$91,296
830	Social Security Expense		\$42,048
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$112,784</u>
	Total Fringe Benefits		\$246,628

TOTAL BUDGET

\$1,481,968

Fiscal Year: 2011-12
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations



Description: This departmental unit has 16 employees who are responsible for the operation and maintenance of the water distribution network. The system includes 100 miles of water main piping from 4" to 24", 850+ fire hydrants, 2600+ gate valves and 8,500 service lines. These employees make over 1,000 service calls and respond to a significant number of leaks and water main breaks each year. Departmental employees install, repair and replace several water services and 350 to 500 water meters annually. Additionally, these employees install, replace and extend water mains, maintain the two finished water reservoirs, and the 750,000 gallon elevated water tank. Layout and design assistance, as well as, inspection of water line installation is provided for construction and maintenance projects. An Engineering Technician is responsible for maintaining proper records and maps and for providing layout and locations of water lines for contractors and utility companies. This division also maintains a fleet of service trucks, backhoes and dump trucks used in providing these services.

2010-11 Accomplishments:

- ✓ Installed 280 l.f. of new 8" water main in Columbia Street between Indiana Ave. and Michigan Ave. and will complete the replacement of the old 4" main in Madison Ave. this spring, greatly enhancing fire flows in the areas.
- ✓ Installed new access hatches and cleaned and inspected the reservoirs.
- ✓ Performed oversight of, and worked with contractors on the installation of water mains on Riggs Ave., Breen Ave., J.B. Wise Place, the Hospice project on Gotham St., the Ives Hill Retirement project, and off Arsenal Street at the Hilton Garden Inn project.
- ✓ Worked with the City's Information Technology (I.T.) dept. collecting data and providing support for the GIS mapping and data storage project. Updated gate valve records and changed them to .pdf formatting.

2011-12 Goals and Objectives:

- Coordinate with developers and contractors on the installation of water mains and services on additional development projects in the City.
- Install new 8" water main on Henry St., and portions of Grant Street and Seward Street to bolster fire flows in these areas.
- Perform rehabilitation work on the elevated tank in Thompson Park.
- Continue replacing older, undersized water mains and fire hydrants in various areas.

Fiscal Year: 2011-12
 Department: Transmission and Distribution
 Account Code: F8340
 Function: Water Operations



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	110,603	113,022	112,953	115,393
120 Clerical	-	-	-	-
130 Wages	435,070	450,308	450,559	469,949
140 Temporary	9,953	751	7,500	7,000
150 Overtime	23,858	27,154	30,000	28,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	579,484	591,235	601,012	620,842
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	52,029	-	30,000	-
240 Highway and Street	-	-	-	-
250 Other	43,561	-	-	6,200
Total Equipment	95,590	-	30,000	6,200
Operating Expenses				
410 Utilities	19,378	17,072	16,640	17,380
420 Insurance	1,383	1,501	3,322	2,400
430 Contracted Services	4,464	3,885	10,560	7,075
440 Fees Non Employees	316	627	1,700	1,200
450 Miscellaneous	5,137	9,299	6,650	8,250
455 Dept. Vehicle Expense	49,833	45,394	52,804	57,700
460 Materials and Supplies	45,132	41,031	44,300	38,000
465 Equipment < \$5,000	113,377	115,589	140,255	151,750
Total Operating Expenses	239,020	234,398	276,231	283,755
Fringe Benefits				
810 New York State Retirement	47,066	45,023	73,924	105,304
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	43,187	43,787	45,977	47,494
840 Workers' Compensation	218	117,329	5,000	12,000
850 Health Insurance	154,522	152,086	142,895	133,217
Total Fringe Benefits	244,993	358,225	267,796	298,015
Department Total	1,159,087	1,183,858	1,175,039	1,208,812

Transmission and Distribution

City of Watertown

F8340

Personnel Services		2011-12 Budget
110	Salaries	
	Supervisor Water Dist.Systems	62,071
	Water Distribution System Oper.	53,322
		\$115,393
130	Wages	
	Crew Chief (2)	85,042
	Engineering Technician	39,466
	Water Meter Srv. Mechanic (2) *	40,166
	Stock Attendant	27,628
	Motor Equipment Operator (2)	74,224
	Water Maintenance Mechanic (6)	203,423
		\$469,949
140	Temporary	\$7,000
150	Overtime	<u>\$28,500</u>
	Total Personnel Services	\$620,842

Equipment

250	Other	
	Ho-Pac Hydraulic Compactor	<u>\$6,200</u>
	Total Equipment	\$6,200

Operating Expenses

410	Utilities	
	Natural Gas	14,000
	Cell Phones	2,180
	Telephone	1,200
		\$17,380
420	Insurance	\$2,400
430	Contracted Services	
	Advertising Expenses	250
	Equipment Repair & Maintenance	2,000
	Equipment Rental	1,500
	Maintenance Contract on Copier	250
	Facility Maintenance	1,000
	CAD Maintenance Annual Fee	500
	WaterCad Select service Fee	600
	Annual Crane Hoist Inspection	300
	Cartegraph Fee	675
		\$7,075

440	Fees, Non Employee		
	Random Drug Testing for CDLs	1,000	
	OSHA Physicals, Audiograms, Etc.	200	\$1,200
450	Miscellaneous		
	Travel & Training	1,500	
	Safety Items	2,500	
	Protective Clothing	3,200	
	Meter Service Uniforms (1/2 x 700)*	350	
	AWWA Dues & Manuals	700	\$8,250
455	Dept. Vehicle Expense		
	Fuel	29,400	
	Maintenance & Repairs	16,500	
	Insurance	11,800	\$57,700
460	Materials and Supplies		
	Stationary Stores	500	
	Cleaning & Mechanical Supplies	6,000	
	Maintenance Supplies	1,500	
	Hand Tools	2,500	
	Redi-mix Concrete	2,000	
	Top Soil	2,000	
	Crushed Stone	12,000	
	Black Top-Road Repair & Cold Patch	5,000	
	Fire Hydrant Antifreeze	2,500	
	Facility Repair Supplies	4,000	\$38,000
465	Other Equipment <\$5000		
	Water Meters & Parts*1/2	42,500	
	Fire Hydrants	10,800	
	Radios (12) (Replacement)	4,800	
	Single Axle Trailer	4,200	
	Ductile Iron Pipe & Fittings	8,500	
	Gate Valves	3,500	
	Tapping Sleeves & Tapping Valves	3,500	
	Repair Sleeves and Pipe Clamps	7,500	
	Copper Pipe & Brass Fittings	22,000	
	Curb Boxes, Repair Lids, Extensions	5,000	
	Valve Boxes, Covers, Risers	7,500	
	Fire Hydrant Repair Parts	19,000	
	Tapping Saddles	1,000	
	Tools & Accessories	4,500	
	Safety Equipment	1,000	
	Air Hoses & Fittings	200	
	Copier (Replacement)	2,350	
	Aqua Scope (Replacement)	2,400	
	Submersible Pump	800	
	Chair Replacements (2)	600	
	Oxygen/Acetylene Torches & Parts	100	\$151,750
	Total Operating Expenses		\$283,755

Fringe Benefits

810	New York State Retirement	\$105,304
830	Social Security Expense	\$47,494
840	Workers' Compensation	\$12,000
850	Health Insurance	<u>\$133,217</u>
	Total Fringe Benefits	\$298,015

TOTAL BUDGET **\$1,208,812**

*1/2 expense shared with G8120

** 1/2 expense shared with F8330

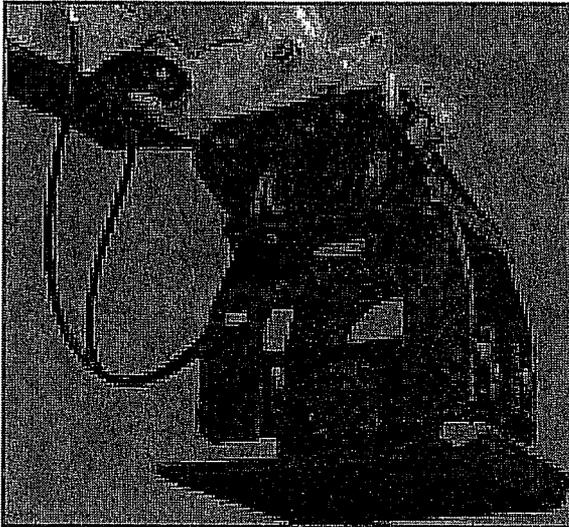
F8340 - Water Transmission and Distribution

Fiscal Year 2011-12
Equipment Requests

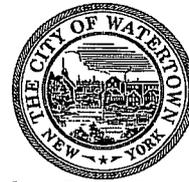


Ho-Pac Hydraulic Compactor - \$6,200

The equipment being requested is a hydraulic compactor which will save a great amount of time during the backfilling operations when repairing water main breaks and when installing water mains and services.



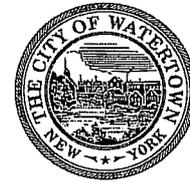
Fiscal Year: 2011-12
Department: Water Fund General Accounts
Account Code: Water Fund
Function: General Government Support and Debt Service



General	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
F1950 Taxes on Real Property	\$ 668	\$ 672	\$ 725	\$ 725
F1990 Contingent	-	-	46,750	21,589
F9040 Workers' Compensation	3,921	4,718	5,000	5,000
F9060 Health Insurance Premium	134,540	140,704	147,234	125,638
F9061 Other Post Employment Benefits (OPEB)	65,056	184,240	-	-
F9065 Health Insurance Part B	11,761	13,592	13,303	10,753
F9070 Compensated Absences	(1,916)	(3,533)	2,500	2,500
F9089 Employee Benefits - Other	-	335	1,144	1,000
F9501 General Liability Reserve	7,500	7,500	7,500	15,000
F9930 Coagulation Reserve	40,000	30,000	30,000	25,000
F9950 Transfer to Capital Fund	<u>56,974</u>	<u>24,328</u>	<u>70,600</u>	<u>195,000</u>
Total Budget	\$ 318,504	\$ 402,556	\$ 324,756	\$ 402,205

Serial Bonds	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
F9710.6 Principal	\$ 1,107,187	\$ 902,992	\$ 811,782	\$ 850,083
F9710.7 Interest	258,203	205,440	178,776	156,820
Bond Anticipation Notes				
F9730.6 Principal	27,200	-	-	-
F9730.7 Interest	<u>8,429</u>	-	-	-
Total Budget	\$ 1,401,019	\$ 1,108,432	\$ 990,558	\$ 1,006,903

Fiscal Year: 2011-12
Department: Debt Service
Account Code: Water Fund
Function: Debt Service Detail

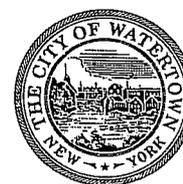


SERIAL BONDS

DATE OF ISSUE	RATE	DATE OF MATURITY	2011-12 PRINCIPAL	2011-12 INTEREST	2011-12 TOTAL	OUTSTANDING BALANCE
10/15/1991	6.30 - 6.375%	10/15/2011	304,500	9,706	314,206	-
9/15/1992	5.25 - 5.70%	10/15/2011	70,000	1,983	71,983	-
5/15/2002	4.00 - 5.00%	5/15/2020	3,000	1,054	4,054	11,750
8/27/2002	2.50 - 4.00%	3/1/2012	58,930	2,358	61,288	-
1/15/2005	2.75 - 4.25%	1/15/2024	32,172	5,660	37,832	113,338
11/15/2005	4.00 - 4.37%	11/15/2020	90,000	38,392	128,392	877,000
2/15/2008	3.25 - 4.00%	2/15/2023	142,000	55,574	197,574	1,429,000
2/11/2009	2.50 - 3.25%	9/15/2018	32,000	8,815	40,815	286,000
6/15/2010	3.125 - 4.00%	12/15/2024	12,000	6,770	18,770	194,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	20,481	4,508	24,989	153,932
Spring 2011 issue			<u>85,000</u>	<u>22,000</u>	<u>107,000</u>	<u>499,100</u>
		TOTAL	850,083	156,820	1,006,903	3,564,120

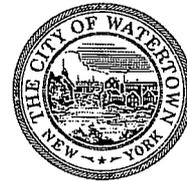
SEWER
Fund

Fiscal Year: 2011-12
 Department: Sewer Fund
 Account Code: Summary
 Function: Sewer Fund Summary



Revenues	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Sewer Rents	2,752,341	2,697,049	2,792,200	2,566,857
Sewer Charges	249,988	428,751	269,250	600,000
Interest & Pen on Sewer Rents	68,936	59,232	65,000	65,000
Sewer Rents - Governments	1,040,103	1,118,282	1,037,875	1,465,000
Interest Earnings	968	2,507	10,275	7,425
Permit Fees	23,250	20,500	22,000	21,000
Sale of Scrap	230	-	1,000	1,000
Sale of Equipment	1,868	14,550	-	1,000
Refund of Prior Year Expense	-	115	-	-
Premium on Obligations	6,323	-	-	-
Interfund Revenues	209,714	163,716	176,250	211,400
State Aid Workers' Comp	6,447	6,849	5,500	2,500
State Aid CHIPs	2,384	766	-	1,000
State Aid Home and Community	-	-	7,150	-
Interfund Transfers	12,129	289,711	75,000	1,000
Sub-Total	<u>4,374,681</u>	<u>4,802,028</u>	<u>4,461,500</u>	<u>4,943,182</u>
Actual Beginning Fund Balance	<u>404,549</u>	<u>864,557</u>		
Appropriated Fund Balance Debt Reserves				84,765
Appropriated Fund Balance			-130,649	12,114
Total Revenues	<u>4,779,230</u>	<u>5,666,585</u>	<u>4,330,851</u>	<u>5,040,061</u>
Expenditures				
Administration	128,023	136,538	142,706	186,883
Sanitary Sewer	378,453	386,377	427,025	462,400
Sewage Treatment	2,487,778	2,634,160	2,783,819	2,843,032
General	212,734	578,098	277,503	900,535
Debt	707,685	683,416	699,798	647,211
Total Expenses	<u>3,914,673</u>	<u>4,418,589</u>	<u>4,330,851</u>	<u>5,040,061</u>

Fiscal Year: 2011-12
Department: Sewer Fund
Account Code: Revenues
Function: Revenue Summary



	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
G2120 Sewer Rents	2,752,341	2,697,049	2,792,200	2,566,857
G2122 Sewer Charges	249,988	428,751	269,250	600,000
G2128 Int. & Pen. On Sewer Rents	68,936	59,232	65,000	65,000
G2370 Sewer Rents - Governments	1,040,103	1,118,282	1,037,875	1,465,000
G2401 Interest Earnings	968	2,507	10,275	7,425
G2590 Permit Fees	23,250	20,500	22,000	21,000
G2650 Sale of Scrap	230	-	1,000	1,000
G2665 Sale of Equipment	1,868	14,550	-	1,000
G2701 Refund of Prior Yr; Exp.	-	115	-	-
G2710 Premium on Obligations	6,323	-	-	-
G2810 Interfund Revenues	209,714	163,716	176,250	211,400
G3089 State Aid Workers' Comp	6,447	6,849	5,500	2,500
G3501 State Aid - CHIPS	2,384	766	-	1,000
G3889 State Aid Home and Comm	-	-	7,150	-
G5031 Interfund Transfers	12,129	289,711	75,000	1,000
Sub-Total	<u>4,374,681</u>	<u>4,802,028</u>	<u>4,461,500</u>	<u>4,943,182</u>
Actual Beginning Fund Balance	<u>404,549</u>	<u>864,557</u>		
Appropriated Fund Balance Debt Reserves				84,765
Appropriated Fund Balance			(130,649)	<u>12,114</u>
Total Revenues	\$ 4,779,230	\$ 4,802,028	\$ 4,330,851	\$ 5,040,061

Fiscal Year: 2011-12

Department: Sewer Fund
Account Code: Revenues
Function: Revenue Descriptions



G2120 - Sewer Rents – Fees charged to all users connected to the sewer system based on water consumption.

G2122 - Sewer Charges - Fees charged for accepting tanker hauled sludge and leachate originating from outside of the City limits.

G2128 - Interest & Penalties on Sewer Rents - Charges of 10% penalties for late sewer payments.

G2370 – Outside User Fees - Fees charged to all users located outside of the City limits that are connected to the City's sewer system such the Town of Watertown, the Development Authority of the North Country and all other governments.

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

G2590 - Permit Fees- Fees charged for the issuance of permits to outside haulers.

G2665 – Sale of Equipment – Sales of equipment.

G2701 - Refund of Prior Years Expense – Refunds for expenditures that were paid for in a prior year.

G2710 – Premium on Obligations – Premiums received from the issuance of bond anticipation notes and serial bonds for capital projects.

G2810 – Interfund Revenues – Reimbursements from other funds for sewer use.

G3089 - State Reimbursement, Worker's Compensation - Reimbursements from the NYS Workers Compensation Board for certain worker's compensation expenses incurred by the City.

G3501 - State Reimbursement, CHIPS - Aid received from highway capital program to offset sanitary sewer crews' overtime and materials costs related to assisting with certain road construction projects.

G3989 – State Aid – Home and Community Services – Reimbursements received from New York State related to the construction of the Marble Street and Bicentennial Parks.

G5031- Interfund Transfers – Transfers from other funds.

Fiscal Year: 2011-12
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.

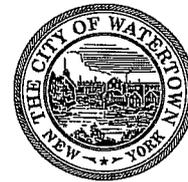
2010-11 Accomplishments:

- ✓ Renewal of the Sewer Agreements with the Town of Watertown for Sewer Districts 4, and 5. The renewal date for these contracts is June 13, 2011.

2011-12 Goals and Objectives:

- Continue to work on the conversion of existing water meters to radio read capable meters.
- Begin integrating an electronic work order system into the daily work flow process, which has historically been a manual function.

Fiscal Year: 2011-12
 Department: Sewer Administration
 Account Code: G8110
 Function: Sewer Administration



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	39,004	37,656	37,935	39,790
130 Wages	32,490	28,387	33,223	34,191
140 Temporary	4,176	4,162	5,100	5,100
150 Overtime	976	550	800	800
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	1,400	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	76,646	72,155	78,458	92,531
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	14,500
240 Highway and Street	-	-	-	-
250 Other	-	-	-	3,100
Total Equipment	-	-	-	17,600
Operating Expenses				
410 Utilities	362	468	500	600
420 Insurance	-	-	-	-
430 Contracted Services	10,507	16,188	17,560	17,265
440 Fees Non Employees	-	2,659	-	3,300
450 Miscellaneous	8,291	8,675	9,000	9,000
455 Dept. Vehicle Expense	2,083	2,618	2,286	3,200
460 Materials and Supplies	2,083	1,187	3,000	3,125
465 Equipment < \$5,000	1,183	95	-	2,250
Total Operating Expenses	24,509	31,890	32,346	38,740
Fringe Benefits				
810 New York State Retirement	6,246	5,989	9,650	14,641
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,679	5,333	6,002	7,078
840 Workers' Compensation	193	8,045	4,000	2,000
850 Health Insurance	14,750	13,126	12,250	14,293
Total Fringe Benefits	26,868	32,493	31,902	38,012
Department Total	128,023	136,538	142,706	186,883

Sewer Fund Administration

City of Watertown

G8110

Personnel Services

		2011-12 Budget
110	Salaries	
	Municipal Utilities Manager	\$11,250
120	Clerical	
	Principal Account Clerk *	23,144
	Sr. Account Clerk Typist *	16,646
130	Wages	
	Water Meter Reader (2) *	\$34,191
140	Temporary *	\$5,100
150	Overtime *	\$800
175	Health Insurance Buyout	<u>\$1,400</u>
	Total Personnel Services	<u>\$92,531</u>

Equipment

230	Motor Vehicles	
	Vehicles - Replacement (2)*	\$14,500
250	Miscellaneous	
	Handheld Meter Reading Equip.*	<u>3,100</u>
	Total Equipment	<u>\$17,600</u>

Operating Expenses

410	Utilities	
	Telephones*	\$600
430	Contracted Services	
	Office Rental *	7,800
	Bank Fees*	2,550
	Software Support Fees*	3,970
	Repairs to Equipment*	300
	Repairs to Meter Reading Equip*	500
	Fee for Paying Agent	1,725
	Equip Maintenance Contracts*	420
440	Fees	\$17,265
	Flu Shots*	400
	Actuarial Fees*	275
	Audit Services*	2,625
		<u>\$3,300</u>

450	Miscellaneous		
	Uniforms, Meter Readers *	500	
	Postage Expenses *	8,500	\$9,000
455	Dept. Vehicle Expense		
	Fuel *	1,000	
	Maintenance & Repairs *	1,200	
	Insurance *	1,000	\$3,200
460	Materials and Supplies		
	Printed Forms, Bills *	2,500	
	Office Supplies*	625	\$3,125
465	Equipment < \$5,000		
	Computer & Software *		<u>\$2,250</u>
	Total Operating Expenses		\$38,740

Fringe Benefits

810	New York State Retirement *		\$14,641
830	Social Security Expense *		\$7,078
840	Workers' Compensation *		\$2,000
850	Health Insurance *		<u>\$14,293</u>
	Total Fringe Benefits		\$38,012

TOTAL BUDGET

\$186,883

* ½ expense shared with Water Fund F8310



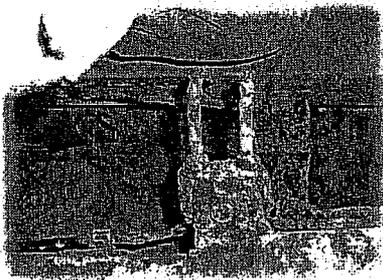
Fiscal Year 2011-12
Equipment Requests

Vehicle Replacement: \$29,000

There are two vehicles at \$14,500 each. The cost for these vehicles and the maintenance charges are split between the Water and Sewer funds.

The vehicles being replaced are 1999 Ford Escort sedans, 2-25 and 2-26 used by the water meter readers. 2-25 has 49,000 miles on it and 2-26 has 54,500 miles on it. The frames on both vehicles are badly rusted and the floor pans have been patched on both sides. The brake lines are corroded and

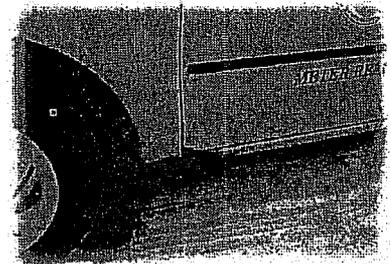
some have already been replaced as they had begun to leak. Central Garage has informed us that the vehicles are reaching the point where they will not be safe for much longer



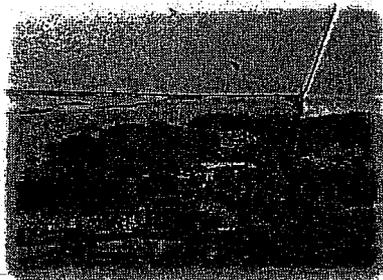
Brake Line and Block at Frame



Floor Pan Repair



Rusted Rocker Panels



Engine Mount



Frame

F8310 - Water Administration
G8110 - Sewer Administration

Fiscal Year 2011-12
Equipment Requests

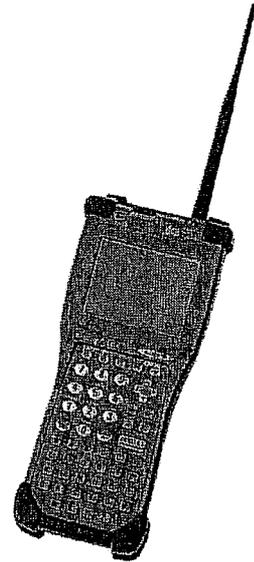


Hand Held Water Meter Reading Data Collector _____ \$6,200

The piece of equipment is an updated model of the hand held data collectors used by the meter readers and meter service personnel to read and perform service installations and inspections of water meters using both radio reading and manual reading data input capabilities.

The cost of this piece of equipment is split 50/50 between the water and sewer funds at \$3,100 per fund.

This unit will replace one of the two original hand held units, which have been problematic for the past two years and have been sent to the factory for repairs a number of times. This will be the third unit of the updated model to be purchased. Two are used by the meter readers and one is used by the meter service crew.



Fiscal Year: 2011-12
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. In 2010, the City responded to 1,072 requests for mandatory underground utility locations. 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.

2010-11 Accomplishments:

- ✓ Replaced 450' of 12" sanitary sewer on Gaffney Drive at Coffeen Street as part of sanitary sewer capacity upgrades.
- ✓ Installed new sanitary sewer infrastructure as part of the Marble Street and Bicentennial Park Projects.
- ✓ Assisted the Engineering Department with the preparation of plans to address infiltration issues along portions of the Western Outfall Sanitary Sewer between Wealtha Avenue and the City Pollution Control Facility.
- ✓ As of February 16, 2011 a total of nine (9) separate sewer sanitary laterals have been replaced this year at a total cost of \$21,636.

2011-12 Goals and Objectives:

- Work with both the Engineering and IT Departments to improve the recording, storage and retrieval of as-built drawings pertaining to sewer infrastructure.
- Undertake replacement of approximately 300' of the existing 8" sanitary sewer on the 300 block Pawling Street and 150' of 8" sanitary sewer on the 1200 block of Boyd Street. Both pipes were found to be in poor condition.
- Continue safety training & awareness program with emphasis on Competent Person and Trenching subject areas.
- Clean and televise the 5 sanitary sewer river crossings.
- Initiate Sewer View Module of the Cartegraph Work Management Program.

Fiscal Year: 2011-12
 Department: Sanitary Sewers
 Account Code: G8120
 Function: Sewer Operations



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	29,115	30,382	29,588	30,032
120 Clerical	-	-	-	-
130 Wages	126,445	149,361	155,401	160,966
140 Temporary	2,865	76	-	-
150 Overtime	5,328	5,220	4,500	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	7,546	242	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	171,299	185,281	189,489	196,998
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	335	566	656	640
420 Insurance	1,953	2,140	2,247	2,176
430 Contracted Services	4,414	5,006	4,344	4,394
440 Fees Non Employees	160	150	-	300
450 Miscellaneous	4,442	5,068	5,175	6,100
455 Dept. Vehicle Expense	52,375	47,466	54,809	68,098
460 Materials and Supplies	26,456	28,775	35,950	35,450
465 Equipment < \$5,000	36,885	27,053	40,450	46,500
Total Operating Expenses	127,020	116,224	143,631	163,658
Fringe Benefits				
810 New York State Retirement	15,443	12,762	23,307	33,293
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	12,713	13,680	14,496	15,070
840 Workers' Compensation	1,659	1,048	2,000	1,000
850 Health Insurance	50,319	57,382	54,102	52,381
Total Fringe Benefits	80,134	84,872	93,905	101,744
Department Total	378,453	386,377	427,025	462,400

Sanitary Sewer

City of Watertown

G8120

Personnel Services

2011-12

Budget

110	Salaries		
	Sewer Maintenance Supervisor (1)*		\$30,032
130	Wages		
	Crew Chief (1)***	28,606	
	Water Meter Service Mechanic (2)**	40,166	
	Motor Equipment Oper. (3)***	71,063	
	Municipal Worker I (1)***	21,131	\$160,966
150	Overtime		<u>\$6,000</u>
	Total Personnel Services		<u>\$196,998</u>

Operating Expenses

410	Utilities		
	Wireless Networking (1/2)*	220	
	Cellular Phone (1/2)*	300	
	Nextel For GPS (1/2)*	120	\$640
420	Insurance		\$2,176
430	Contracted Services		
	GPS Tracking	156	
	Cartegraph Subscription Renewal (1/2)*	338	
	Recertify Safety Equipment (1/2)*	500	
	Camera Software Maintenance (1/2)*	900	
	Small Equipment Repair	2,500	\$4,394
440	Fees, Non Employee		
	Employment Related Testing		\$300
450	Miscellaneous		
	Safety Apparel	400	
	Employee Safety Training	500	
	Camera Inspection Software Training (1/2)*	1,000	
	DEC Permits	1,500	
	Postage and Shipping	600	
	CSX (4) Pipeline Sewer Easements	900	
	Safety Shoes and Uniforms**	1,200	\$6,100
455	Dept. Vehicle Expense		
	Tires (rear) Loader (1-70)	1,500	
	Maintenance & Repairs	22,000	
	Preventive Maintenance	6,000	
	Fuel	30,670	
	Insurance	7,928	\$68,098

460	Materials and Supplies		
	Manholes	3,000	
	Manhole Frames & Covers	4,000	
	Piping and Pipe Fittings	8,500	
	Crusher Run and Related Materials	6,000	
	Asphalt Road Patching Products	5,000	
	Sewer Camera Supplies (1/2) *	1,500	
	Sewer Vac Hose,500LF (1/2)*	950	
	Replacement Sewer Cleaning Tools	500	
	Residential Lateral Repair Program	2,500	
	Work Zone Safety Devices	500	
	Miscellaneous Supplies	3,000	\$35,450
465	Other Equipment < \$5,000		
	Confined Space Gas Detector (Replacement)	1,800	
	Meter and Meter Parts (1/2)**	42,500	
	Inspection Trailer Computer, Repl. (1/2) *	2,200	<u>\$46,500</u>
	Total Operating Expenses		\$163,658

Fringe Benefits

810	New York State Retirement		\$33,293
830	Social Security Expense		\$15,070
840	Workers' Compensation		\$1,000
850	Health Insurance		<u>\$52,381</u>
	Total Fringe Benefits		\$101,744

TOTAL BUDGET

\$462,400

* (1/2) A8140

** (1/2) F8340

*** (1/3) A5142

Fiscal Year: 2011-12
Department: Sewage Treatment and Disposal
Account Code: G8130
Function: Sewer Operations



Description: The William T. Field Memorial Pollution Control Plant is a regional 16.0 MGD secondary wastewater treatment and sludge disposal facility serving the Greater Watertown Area with an estimated service population of 65,000. The Plant also operates a NYS Department of Health accredited laboratory. During CY 2010 the facility treated an average 11.5 MGD and removed 7,568 tons of total solids from the waste stream. The facility operates 24 hours per day, 7 days per week, and is staffed with 17 City employees (14 of which are certified by the NYS Department of Environmental Conservation).

2010-11 Accomplishments:

- ✓ Completed the Phase 1 Long Term Control Plan for the City's sanitary, storm and combined sewer systems and submitted it to the NYSDEC as a draft for approval on August 19, 2010.
- ✓ Completed an economic and operational efficiency study of solids handling operations at the STP. Consistent with its findings, initiated a further study as a prerequisite for an application for a beneficial use determination of alternative solids handling and disposal to be submitted to the NYSDEC.

2011-12 Goals and Objectives:

- As required by the STP's modified NY SPDES Permit (effective 2/1/2011) initiate a study of alternatives for the required disinfection of the facility's effluent streams (report due to NYSDEC 10/1/2011). Once approved, the City will then proceed with the design, installation and operation of the disinfection system.
- Complete and submit a beneficial use determination application to the NYSDEC for alternative solids handling and disposal.
- Acquire and install two variable speed 100 Hp motors for the raw sewage lift pump system, bringing overall progress to 3 motors replaced of the 5 to ultimately be replaced. This continues the phased transition from an antiquated variable speed flowmatcher system installed in the 1981 facility upgrade to state of the art motors and technology.
- Work with Engineering Department to complete the evaluation of concrete "TEE" architectural panels comprising the façade of the Sludge Disposal Building.

Fiscal Year: 2011-12
 Department: Sewage Treatment and Disposal
 Account Code: G8130
 Function: Sewer Operations



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	123,900	127,163	124,619	110,349
120 Clerical	-	-	-	-
130 Wages	621,897	603,339	625,409	630,622
140 Temporary	-	-	-	-
150 Overtime	31,725	25,814	32,000	32,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	460	-	-
175 Health Insurance Buyout	8,400	8,400	7,800	11,200
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	785,922	765,176	789,828	784,171
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	16,826	-	-	22,000
240 Highway and Street	-	-	-	-
250 Other	6,300	85,794	42,300	92,000
Total Equipment	23,126	85,794	42,300	114,000
Operating Expenses				
410 Utilities	948,138	900,798	940,600	992,114
420 Insurance	30,741	32,527	32,381	36,626
430 Contracted Services	45,586	82,310	114,300	83,150
440 Fees Non Employees	19,610	16,437	21,500	16,750
450 Miscellaneous	1,198	2,198	2,550	6,050
455 Dept. Vehicle Expense	19,906	18,435	24,000	23,685
460 Materials and Supplies	265,213	322,403	403,180	378,518
465 Equipment < \$5,000	85,829	145,223	105,780	92,949
Total Operating Expenses	1,416,221	1,520,331	1,644,291	1,629,842
Fringe Benefits				
810 New York State Retirement	62,897	62,437	96,189	129,610
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	59,397	57,712	60,422	59,990
840 Workers' Compensation	6,742	14,483	20,000	18,000
850 Health Insurance	133,473	128,227	130,789	107,419
Total Fringe Benefits	262,509	262,859	307,400	315,019
Department Total	2,487,778	2,634,160	2,783,819	2,843,032

Sewage Treatment and Disposal

City of Watertown

G8130

Personnel Services

**2011-12
Budget**

110	Salaries		
	Chief WWTP Operator	67,131	
	WWTP O & M Supv.	43,218	\$110,349
130	Wages		
	Industrial Pretreatment		
	Laboratory Technician (1)	48,408	
	WWTP Lab. Technician (1)	50,985	
	WWTP Process Worker III (2)	96,223	
	WWTP Process Worker II (2)	87,486	
	WWTP Process Worker I (8)	314,931	
	Municipal Worker I (1)	32,589	\$630,622
150	Overtime		\$32,000
175	Health Insurance Buyout		<u>\$11,200</u>
	Total Personnel Services		\$784,171

Equipment

230	Motor Vehicle		
	Plant Sedan		\$22,000
250	Other Equipment > \$5,000		
	80 Filter Press Plates w/ cloths	80,000	
	Mechanical Seal (RSLP)	6,000	
	Auto Sampler Influent A	6,000	<u>\$92,000</u>
	Total Equipment		\$114,000

Operating Expenses

410	Utilities		
	Water	67,114	
	Electric	860,000	
	Natural Gas	55,000	
	Telephone	10,000	\$992,114
420	Insurance		\$36,626
430	Contracted Services		
	Uniform Rental	6,500	
	Contract Lab	20,500	
	Ash Tipping Fees/Hauling	8,500	

	Welding Mach Shop Srv	25,000	
	Factory Repair Srv. Elec/Mech	12,000	
	Boiler Maint./Contract Maint.	10,000	
	Maintenance Contract Copier	650	\$83,150
440	Fees		
	Permit Fees	16,500	
	Medical Physicals / tests	250	\$16,750
450	Miscellaneous		
	Travel and Training	4,000	
	Shipping and Freight Charges	1,250	
	Books and Periodicals	800	\$6,050
455	Dept. Vehicle Expense		
	Maintenance & Repairs	3,500	
	Diesel & Gas	14,710	
	Insurance	5,475	\$23,685
460	Materials and Supplies		
	Process Chemicals	167,760	
	Boots, Helmets, Gloves	3,850	
	Supplies; Mech., Control, Safety	78,858	
	Grease & Oil	12,000	
	Office Supplies	850	
	Cleaning Supplies	4,400	
	Lab Chemicals & Filter	7,500	
	Tools - Mech, Elec	6,000	
	Building & Grounds Supplies	20,300	
	Misc. Personal Supplies	2,000	
	Fuel Oil for Incinerator	75,000	\$378,518
465	Equipment < \$5,000		
	I/O Boards, Inst. & Control	12,250	
	Repair Parts - Mech, Elec	23,499	
	(21) Grit Buckets	7,000	
	(10) Bar Screen Buckets	9,000	
	Hydraulic Valve Repair Kits	9,200	
	(2) Piston Pump Rebuild Kits	6,500	
	TF Lift Pump Rebuild	7,500	
	TF Recirculation Pump Rebuild	6,000	
	FPPF Electric Changeover Kit	8,000	
	(2) FP Pneumatic Valve Rebuild	4,000	\$92,949
	Total Operating Expenses		\$1,629,842

Fringe Benefits

810	New York State Retirement	\$129,610
830	Social Security Expense	\$59,990
840	Workers' Compensation	\$18,000
850	Health Insurance	<u>\$107,419</u>
	Total Fringe Benefits	\$315,019

TOTAL BUDGET **\$2,843,032**

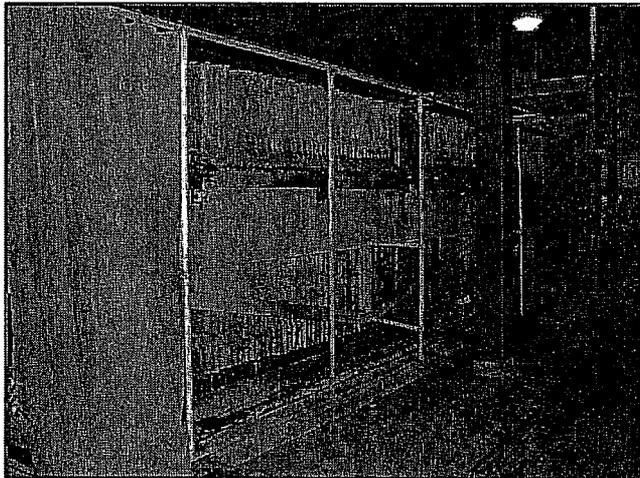
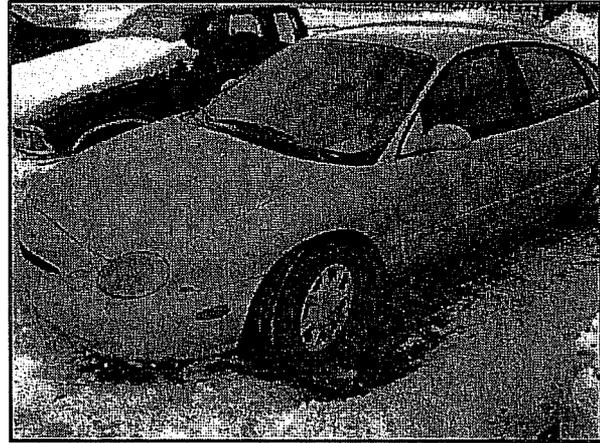


G8130 – Sewage Treatment Plant

Fiscal Year 2011-12 Equipment Requests

STP Sedan: \$22,000

The STP sedan is a 1997 Ford Taurus with slightly over 50,500 miles. The body is rusted with full penetrations now evident about the wheel wells and along the lower regions of the side panels. The vehicle has reached its useful life and is time for its replacement.



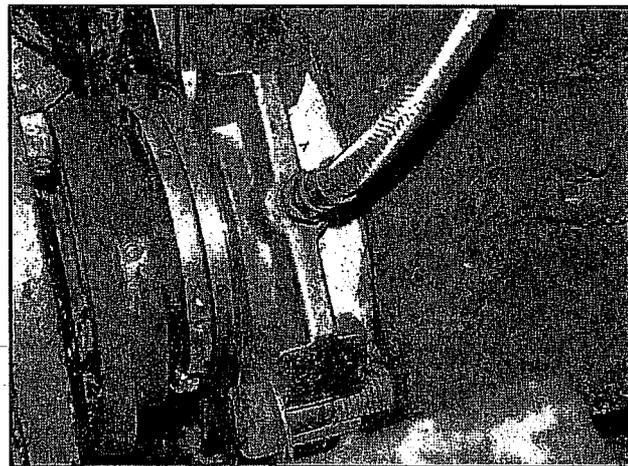
Filter Press Plates w/ Cloths: \$80,000

The STP possesses two filter press units. Each contains 80 plates and cloth sets. The high pressured units are original and have been in continuous service since 1983. The original plates are cast iron and fatigue from long service is resulting in the plates breaking. The replacement plates are a high strength plastic. This is for the first of two programmed replacements of plates, with the useable spares

reserved for the second press, prolonging its service before full plate replacement would likewise be scheduled.

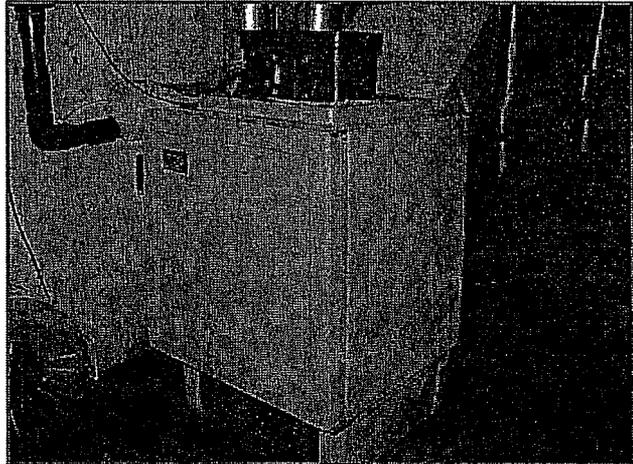
Mechanical Seal (RSLP): \$6,000

Mechanical seals replace the conventional packing system originally installed in the raw sewage lift pumps. Two were replaced in CY 2010. This is the third of five programmed for replacement. Conventional packing requires replacement every two to three months. A mechanical seal, while more expensive, lasts 6 to 8 years between cartridge replacements.



Influent "A" Auto Sampler: \$6,000

The current unit was installed 15 years ago and has reached its service life. The refrigeration compartment has been repaired several times and is at present off line. The sampler needs to be replaced.

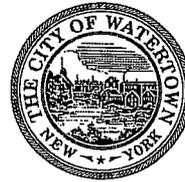


Fiscal Year: 2011-12
Department: General and Debt Service
Account Code: Sewer Fund
Function: General Government Support and Debt Service



General	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
G1990 Contingent	\$ -	\$ -	\$ 39,080	\$ 15,952
G9040 Workers' Compensation	3,104	3,741	3,200	4,000
G9060 Health Insurance Premium	112,830	127,432	119,394	136,740
G9061 Other Post Employment Benefits (OPEB)	89,452	131,665	-	-
G9065 Health Insurance Part B.	7,230	7,507	6,362	11,843
G9070 Compensated Absences	118	982	1,000	1,000
G9089 Employee Benefits - Other	-	335	967	1,000
G9501 General Liability Reserve	-	7,500	7,500	15,000
G9945 Capital Reserve Transfer	-	-	-	250,000
G9950 Transfer to Capital	-	298,936	100,000	465,000
Total Budget	\$ 212,734	\$ 578,098	\$ 277,503	\$ 900,535
Debt Service Serial Bonds	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
G9710.6 Principal	434,391	502,681	519,231	492,301
G9710.7 Interest	185,956	178,709	178,367	152,710
Bond Anticipation Notes				
G9730.6 Principal	78,500	-	-	-
G9730.7 Interest	6,764	-	-	-
Loan				
G9780.6 Principal	1,876	1,958	2,000	2,100
G9780.7 Interest	198	68	200	100
Total Budget	\$ 707,685	\$ 683,416	\$ 699,798	\$ 647,211

Fiscal Year: 2011-12
Department: Debt Service
Account Code: Sewer Fund
Function: Debt Service Detail

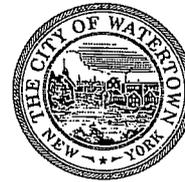


SERIAL BONDS

DATE OF ISSUE	RATE	DATE OF MATURITY	2010-11 PRINCIPAL	2010-11 INTEREST	2010-11 TOTAL	OUTSTANDING BALANCE
12/1/1983	9.60%	12/1/2017	30,000	17,280	47,280	165,000
10/15/1991	6.30 - 6.375%	10/15/2011	33,800	1,077	34,877	0
8/27/2002	2.50 - 4.00%	3/1/2012	8,015	320	8,335	0
1/15/2005	2.75 - 4.25%	1/15/2024	60,551	17,712	78,263	386,874
11/15/2005	4.00 - 4.375%	11/15/2020	107,000	38,608	145,608	877,000
2/15/2008	3.25 - 4.00%	2/15/2023	103,000	41,556	144,556	1,066,000
2/11/2009	2.50 - 3.25%	9/15/2018	76,500	18,302	94,802	589,500
6/15/2010	3.125 - 4.00%	12/15/2024	44,000	13,488	57,488	398,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	<u>29,435</u>	<u>4,367</u>	<u>33,802</u>	<u>151,144</u>
		TOTAL	492,301	152,710	645,011	3,633,518
LOAN -HVAC			2011-12 PRINCIPAL	2011-12 INTEREST	2011-12 TOTAL	OUTSTANDING BALANCE
6/1/2002	1.92%	6/1/2012	2,100	100	2,200	1,843

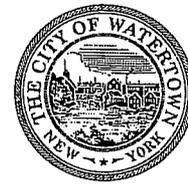
Library Fund

Fiscal Year: 2011-12
 Department: Library Fund
 Account Code: Summary
 Function: Library Fund Summary



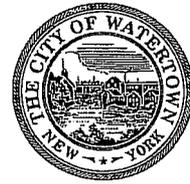
	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
L2082 Library Fines	15,989	16,672	17,000	17,000
L2760 Library Grant	49,924	51,540	49,924	51,484
L2770 Unclassified Revenues	1,211	0	0	0
L 3840 Library Grant	13,767	0	0	0
L5031 General Fund Transfer	<u>918,880</u>	<u>984,210</u>	<u>1,066,499</u>	<u>1,276,677</u>
Sub-Total	999,771	1,052,422	1,133,423	1,345,161
Actual Fund Balance	<u>83,207</u>	<u>63,037</u>		
Appropriated Fund Balance			<u>40,000</u>	<u>150,000</u>
Total Revenues	\$1,082,978	\$1,115,459	\$1,173,423	\$1,495,161
	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
Public Library	767,111	823,845	829,006	913,085
Contingent	0	0	16,297	3,623
Workers' Compensation	1,384	1,669	1,500	1,800
Health Insurance Retirees	121,375	118,991	90,989	108,528
Medicare Part B Retirees	18,412	17,352	16,195	17,352
Employee Benefits Other	-3,102	139	500	250
Compensated Absences	0	167	515	250
Transfer to Capital	19,000	1,065	130,000	360,000
Debt	95,761	90,549	88,421	90,273
Total Expenditures	\$1,019,941	\$1,053,777	\$1,173,423	\$1,495,161

Fiscal Year: 2011-12
 Department: Library Fund
 Account Code: Revenues
 Function: Revenue Summary



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
L2082 Library Fines	15,989	16,672	17,000	17,000
L2760 Library Grant	49,924	51,540	49,924	51,484
L2770 Unclassified Revenues	1,211	0	0	0
L 3840 Library Grant	13,767	0	0	0
L5031 General Fund Transfer	<u>918,880</u>	<u>984,210</u>	<u>1,066,499</u>	<u>1,276,677</u>
Sub-Total	999,771	1,052,422	1,133,423	1,345,161
Actual Fund Balance	83,207	63,037		
Appropriated Fund Balance			<u>40,000</u>	<u>150,000</u>
Total Revenues	\$1,082,978	\$1,115,459	\$1,173,423	\$1,495,161

Fiscal Year: 2011-12
Department: Library Fund
Account Code: Revenues
Function: Revenue Descriptions



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

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.

L3840 Library Grant - State Aid for library services.

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

Fiscal Year: 2011-12
Department: Library
Account Code: L7410
Function: Culture and Recreation



D 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.

2010-11 Accomplishments:

- ✓ Increased the number of teen programs and attendance at those programs, utilizing the Teen Advisory Board's suggestions for programs and marketing ideas.
- ✓ Initiated a study of library overdues and developed strategies to prevent further losses to the collection and retrieve overdue items more efficiently.
- ✓ Initiated a complete inventory of the adult fiction collection.
- ✓ Completed a capital maintenance plan, reviewing building as a whole and create a schedule of maintenance updates and/or replacement.

2011-12 Goals and Objectives:

- Reorganize the adult fiction, blending all categories (Mystery, Science Fiction and Westerns) into one collection.
- Work with City Planning Staff to develop a plan to address building exterior deterioration.
- Create a collection development plan for the Reference collection, evaluating print versus electronic resources.
- Increase the number of library programs and attendance for adults by introducing a variety of themed events several times a year.
- Complete scanning pictures for the Watertown Yearbook project which will then be archived in a searchable online database.

Fiscal Year: 2011-12
Department: Library
Account Code: L7410
Function: Culture and Recreation



Budget Summary	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Budget
Personnel Services				
110 Salaries	197,029	213,869	216,412	125,315
120 Clerical	186,146	191,766	191,070	324,207
130 Wages	47,748	50,148	51,420	53,674
140 Temporary	20,237	14,831	17,000	15,080
150 Overtime	1,193	1,071	1,200	2,300
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	3,492	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	<u>455,153</u>	<u>475,177</u>	<u>479,902</u>	<u>523,376</u>
Equipment				
210 Furniture and Furnishings	-	8,133	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	7,640	-	-	-
Total Equipment	<u>7,640</u>	<u>8,133</u>	<u>-</u>	<u>-</u>
Operating Expenses				
410 Utilities	79,105	72,408	78,230	80,110
420 Insurance	11,058	12,064	13,892	11,163
430 Contracted Services	24,562	15,633	17,415	17,740
440 Fees Non Employees	275	105	-	-
450 Miscellaneous	7,945	6,071	7,800	8,300
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	12,878	14,697	11,500	11,500
465 Equipment < \$5,000	24,911	65,808	46,000	46,000
Total Operating Expenses	<u>160,734</u>	<u>186,786</u>	<u>174,837</u>	<u>174,813</u>
Fringe Benefits				
810 New York State Retirement	34,157	35,599	56,592	84,018
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	33,942	35,228	36,712	40,038
840 Workers' Compensation	-	-	-	-
850 Health Insurance	75,485	82,922	80,963	90,840
Total Fringe Benefits	<u>143,584</u>	<u>153,749</u>	<u>174,267</u>	<u>214,896</u>
Department Total	767,111	823,845	829,006	913,085

Library

City of Watertown

L7410

			2011-12 Budget
Personnel Services			
110	Salaries		
	Library Director	73,064	
	Librarian III	52,251	125,315
120	Clerical		
	Librarian II	48,529	
	Librarian I (2)	78,932	
	Secretary	35,875	
	Senior Library Clerk	34,015	
	Library Clerk (4)	126,856	\$324,207
130	Wages		
	Custodial and Maintenance Supervisor	22,134	
	Laborer (2) (1/2)	31,540	\$53,674
140	Temporary		\$15,080
150	Overtime		\$2,300
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$523,376
Operating Expenses			
410	Utilities		
	Water and Sewer	1,950	
	Electric	66,660	
	Telephone	3,200	
	Gas	8,300	\$80,110
420	Insurance		\$11,163
430	Contracted Services		
	Telephone/elevator/fire alarm system	2,300	
	Monthly mop rental	425	
	Library Metrics Comp.Reser. System	620	
	Joint Automation Board Fee (NCLS)	10,100	
	Postage Meter Fee	1,040	
	NNY Library Network Fee	55	
	TekCollect (Collection Fees)	75	
	Fire Extinguisher Inspection	125	
	Heat Pump and Other Maintenance	3,000	\$17,740

450	Miscellaneous		
	Postage	2,500	
	Programming/Promotional	2,500	
	Travel & Training	1,500	
	Miscellaneous Expenses	1,800	\$8,300
460	Materials and Supplies		
	Library Supplies	3,500	
	Office Supplies	3,000	
	Maintenance Supplies	5,000	\$11,500
465	Equipment < \$5,000		
	Heat Pump Replacements (5)	15,000	
	Books	31,000	<u>\$46,000</u>
	Total Operating Expenses		\$174,813

Fringe Benefits

810	New York State Retirement		\$84,018
830	Social Security Expense		\$40,038
850	Health Insurance		<u>\$90,840</u>
	Total Fringe Benefits		\$214,896

TOTAL BUDGET **\$913,085**

Fiscal Year: 2011-12
Department: Library Fund General Accounts
Account Code: Library Fund
Function: General Government Support and Debt Service



	2008-09	2009-10	2010-11	2011-12
	ACTUAL	ACTUAL	BUDGET	BUDGET
L1990 Contingent	\$0	\$0	\$16,297	\$3,623
L9040 Workers' Compensation	1,384	1,669	1,500	1,800
L9050 Unemployment Insurance	0	0	0	0
L9060 Health Insurance - Retirees	121,375	118,991	90,989	108,528
L9065 Health Medicare Part B	18,412	17,352	16,195	17,352
L9070 Compensated Absences	-3,102	139	500	250
L9089 Employee Benefits Other	0	167	515	250
L9950 Transfer to Capital	19,000	1,065	130,000	360,000
General Expenses Total	157,069	139,383	255,996	491,803
	2008-09	2009-10	2010-11	2011-12
	ACTUAL	ACTUAL	BUDGET	BUDGET
Debt Expenses				
L9710.6 Serial Bond Principal	\$ 53,584	\$ 51,084	\$ 51,084	\$ 57,330
L9710.7 Serial Bond Interest	22,793	20,528	18,337	15,643
L9780.6 Loan Principal	17,535	18,304	18,750	17,200
L9780.7 Loan Interest	1,849	633	250	100
Debt Expenses Total	95,761	90,549	88,421	90,273

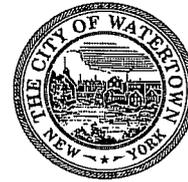
Fiscal Year: 2011-12
 Department: Debt Service
 Account Code: Library Fund
 Function: Debt Service Detail



SERIAL						
BONDS						
DATE OF ISSUE	RATE	DATE OF MATURITY	2011-12 PRINCIPAL	2011-12 INTEREST	2011-12 TOTAL	OUTSTANDING BALANCE
11/15/2005	4.00 - 4.375%	11/15/2020	43,000	15,356	58,356	349,000
4/15/2011 B	2.00 - 3.75%	5/15/2012	14,330	287	14,617	-
TOTAL			\$ 57,330	\$ 15,643	\$ 72,973	\$ 349,000
LOAN -HVAC						
6/1/2002	0.51%	6/1/2012	\$ 17,200	\$ 100	\$ 17,300	\$ -

TOURISM
Fund

Fiscal Year: 2011-12
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.

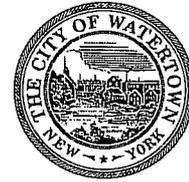
2010-11 Accomplishments:

- ✓ Installed eighty three percent (83%) of the wayfinding signs developed in concert with NYS Department of State and Department of Transportation. These signs focus on the 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.
- ✓ Worked with the Thousand Islands Regional Tourism Council and the Town of Watertown to promote our area to the Canadian market using the Shop, Stay and Save initiative.
- ✓ Updated the marketing copy used to areas within the City that have a tourism focus and promote outdoor and/or family activities

2011-12 Goals and Objectives:

- Work with the Thousand Islands Regional Tourism Council to promote the attractions within the City of Watertown, to people who are visiting the area and to local residents.
- Talk with the Town of Watertown and the Thousand Islands Regional Tourism Council about doing a second promotion in the Canadian market during the fall of 2011.
- Continue to work with local organizations that hold community wide events that promote the City of Watertown as a destination.
- Work with the Thompson Park Conservancy on the reconstruction of the Aviary.

Fiscal Year: 2011-12
 Department: Tourism
 Account Code: CT
 Function: Economic Development



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
CT 1113 Occupancy Tax	\$ 214,197	\$ 200,250	\$ 205,000	\$ 228,000
CT2401 Interest and Earnings	3,210	1,147	825	100
CT2705 Gifts and Donations	-	795	-	-
Sub-Total	217,407	202,192	205,825	228,100
Actual Fund Balance	<u>186,469</u>	<u>233,987</u>		
Appropriated Fund Balance			<u>100,000</u>	<u>8,900</u>
Total Revenues	\$ 403,876	\$ 436,179	\$ 305,825	\$ 237,000

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
CT6410 Publicity	\$ 25,390	\$ 44,589	\$ 50,000	\$ 50,000
CT9510 Transfer to General Fund	62,500	231,750	255,825	187,000
CT9950 Transfer to Capital Fund	<u>82,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	\$ 169,890	\$ 276,339	\$ 305,825	\$ 237,000

Reserve Funds

Fiscal Year: 2011-12
Department: Mandatory Reserve Fund
Account Code: CM
Function: Debt Service Reserve Fund



Description: 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, 2012 will be \$65,527. 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.

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
CM2401 Interest and Earning	\$ 9,526	\$ 7,677	\$ 5,811	\$ 3,908
Sub-Total	9,526	7,677	5,811	3,908
Actual Fund Balance	<u>217,899</u>	<u>175,657</u>		
Appropriated Fund Balance			43,638	31,552
Total Revenues	\$ 227,425	\$ 183,334	\$ 49,449	\$ 35,460

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
CM9710.6 Serial Bond Principal	\$ 41,724	\$ 42,224	\$ 43,224	\$ 31,224
CM9710.7 Serial Bond Interest	10,044	8,159	6,225	4,236
Total Expenditures	\$ 51,768	\$ 50,383	\$ 49,449	\$ 35,460

Fiscal Year: 2011-12
 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. POMCO is actively pursuing settlement of a number of long term workers' compensation cases. As of June 30, 2010 the balance in the fund was \$314,352.

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
CR2401 Interest and Earnings	\$ 5,196	\$ 1,958	\$ 2,355	\$ 1,580
CR5031 Interfund Transfers	-	-	-	-
Sub-Total	5,196	1,958	2,355	1,580
Actual Fund Balance	<u>307,198</u>	<u>312,394</u>		
Appropriated Fund Balance			-	-
Total Revenues	\$ 312,394	\$ 314,352	\$ 2,355	\$ 1,580

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
CR 1930 Compensation Settlement	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -

Fiscal Year: 2011-12
 Department: Risk Retention Fund
 Account Code: CS
 Function: Reserve Fund

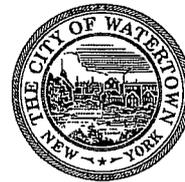


Description: The City is self insured for general liability claims and in accordance with In accordance with New York State guidelines, the City has established this reserve fund to pay claims and judgments for the City's general liability. The City has been self insured for general liability since 1985, and has paid only two large claims in the past twenty five years. Due to the reduced balances in this fund, appropriations have been increased from the General, Water and Sewer funds for FY 2011-2012. At June 30, 2010 the balance in this reserve fund was \$127,300.

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
CS2401 Interest and Earnings	\$ 11,185	\$ 4,462	\$ 5,200	\$ 645
CS5031 Interfund Transfers	<u>32,500</u>	<u>40,000</u>	<u>40,000</u>	<u>105,000</u>
Sub-Total	43,685	44,462	45,200	105,645
Actual Fund Balance	<u>663,797</u>	<u>696,250</u>		
Appropriated Fund Balance			<u>(5,200)</u>	<u>-</u>
Total Revenues	\$ 707,482	\$ 740,712	\$ 40,000	\$ 105,645

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
CS1740 Administration	\$ 11,232	\$ 8,208	\$ 35,000	\$ 15,000
CS 1930 Judgments & Claims	<u>-</u>	<u>605,204</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures	\$ 11,232	\$ 613,412	\$ 40,000	\$ 20,000

Fiscal Year: 2011-12
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.

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
V2401 Interest and Earning	\$ 340	\$ 111	\$ 3,000	\$ 325
V2701 Premium and Accrued Interest on Obligations	15,220	-	-	-
V5031 Interfund Transfers	-	240,973	-	-
Sub-Total	15,560	241,084	3,000	325
Appropriated Fund Balance	23,325	15,271	168,000	101,775
Total Revenues	\$ 38,885	\$ 256,355	\$ 171,000	\$ 102,100

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
V9510 Transfer to General Fund	\$ 23,614	\$ 15,302	\$ 171,000	\$ 102,100
V9930 Transfer to Library Fund	-	-	-	-
Total Expenditures	\$ 23,614	\$ 15,302	\$ 171,000	\$ 102,100

The Debt Service Fund is used to record unexpended proceeds of long-term debt and 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.

Self Funded
Health
Insurance
Fund

Fiscal Year: 2011-12
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, 2010 the fund balance was \$1,916,539.

2010-11 Accomplishments:

- ✓ Actively worked with ProAct to provide informational materials to active and retired employees. Presentations were made to management and unionized employees describing ways to save employees and City plan expenses.
- ✓ Actively worked with health insurance committee to review benefits provided under our plan and assess when changes needed to be made to bring our plan in line with what is offered by other plans. Presented changes to benefits provided under City's health insurance plan for consideration by the City Council. Coordinated the implementation of changes adopted.
- ✓ Kept employees informed of programs offered by City's EAP provider.

2011-12 Goals and Objectives:

- Continue to monitor proposed and implemented changes to the Federal Health Care Reform Act and assess their impact on the City's Health Insurance plan. Work with the Health Insurance Committee to implement changes and communicate changes and potential impact to our employees.
- Continue to work with Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits. Look at CanRx and other options that will reduce the City's cost of providing prescription coverage.
- Analyze options available to the City to determine the best way to provide benefits under the new Health Care Reform Act, i.e. stay with current health care plan or switch over to national program, in full or in part.

Fiscal Year: 2011-12
 Department: Self Funded Health Insurance
 Account Code: MS
 Function: Employee Fringe Benefits



	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Revenues				
MS1270 Shared Service Charges	\$6,614,140	\$6,922,796	\$6,532,621	\$6,319,090
MS2401 Interest Revenue	1,838	10,878	10,000	10,000
MS 2680 Insurance Recovery	274,680	471,529	200,000	224,000
MS2709 Employee Contributions	543,194	191,504	572,315	554,821
MS 2700 Medicare Part D Reimb.	181,539	575,840	180,000	140,000
MS2771 Prescription Reimbursement	<u>50,834</u>	<u>153,585</u>	<u>65,000</u>	<u>140,000</u>
Sub-Total	7,666,225	8,326,132	7,559,936	7,387,911
Beginning Fund Balance	<u>-121,186</u>	<u>1,122,192</u>		
Appropriated Fund Balance ERRP				76,028
Appropriated Fund Balance			<u>290,000</u>	<u>600,000</u>
Total Revenues	\$7,545,039	\$9,448,324	\$7,849,936	\$8,063,939

	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	2011-12 BUDGET
Expenditures				
MS1710 Administration	558,563	572,568	632,833	666,672
MS 9060.0800.002 Medical Claims	3,663,440	4,614,445	4,664,073	4,768,986
MS 9060.0800.003 Prescription	<u>2,200,844</u>	<u>2,344,772</u>	<u>2,553,030</u>	<u>2,628,281</u>
Total Expenditures	\$6,422,847	\$7,531,785	\$7,849,936	\$8,063,939

Self Funded Health Insurance

City of Watertown

MS1710

Personnel Services		2011-12 Budget
110	Salaries Fringe Benefits Manager	<u>\$17,757</u>
	Total Personnel Services	\$17,757
 Operating Expenses		
420	Insurance Stop Loss Insurance	\$466,280
430	Contracted Services POMCO and ProAct Admin Fees	\$170,000
440	Fees, Non Employee Attestation	\$2,000
460	Materials and Supplies Supplies	<u>\$250</u>
	Total Operating Expenses	\$638,530
 Fringe Benefits		
810	New York State Retirement	\$3,001
830	Social Security Expense	\$1,258
850	Health Insurance	<u>\$6,126</u>
	Total Fringe Benefits	\$10,385
	 TOTAL BUDGET	 \$666,672

Capital
Project
Fund

**COMPUTATION OF DEBT LIMIT
As of June 30, 2011**

Five Year Average Full Valuation of Taxable Real Property	\$	987,224,749
Debt Limit - 7% thereof	\$	69,105,732

Inclusions:

Outstanding Bonds	\$	26,510,500
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Exclusions:

Self-liquidating Debt	\$	6,150,005
Water Debt		3,924,103
Sewer Debt		4,221,319
Cash on Hand in Mandatory Reserve		87,782
Refunded Bonds		-
Appropriations		-
	\$	14,383,209

Total Net Indebtedness	\$	12,127,291
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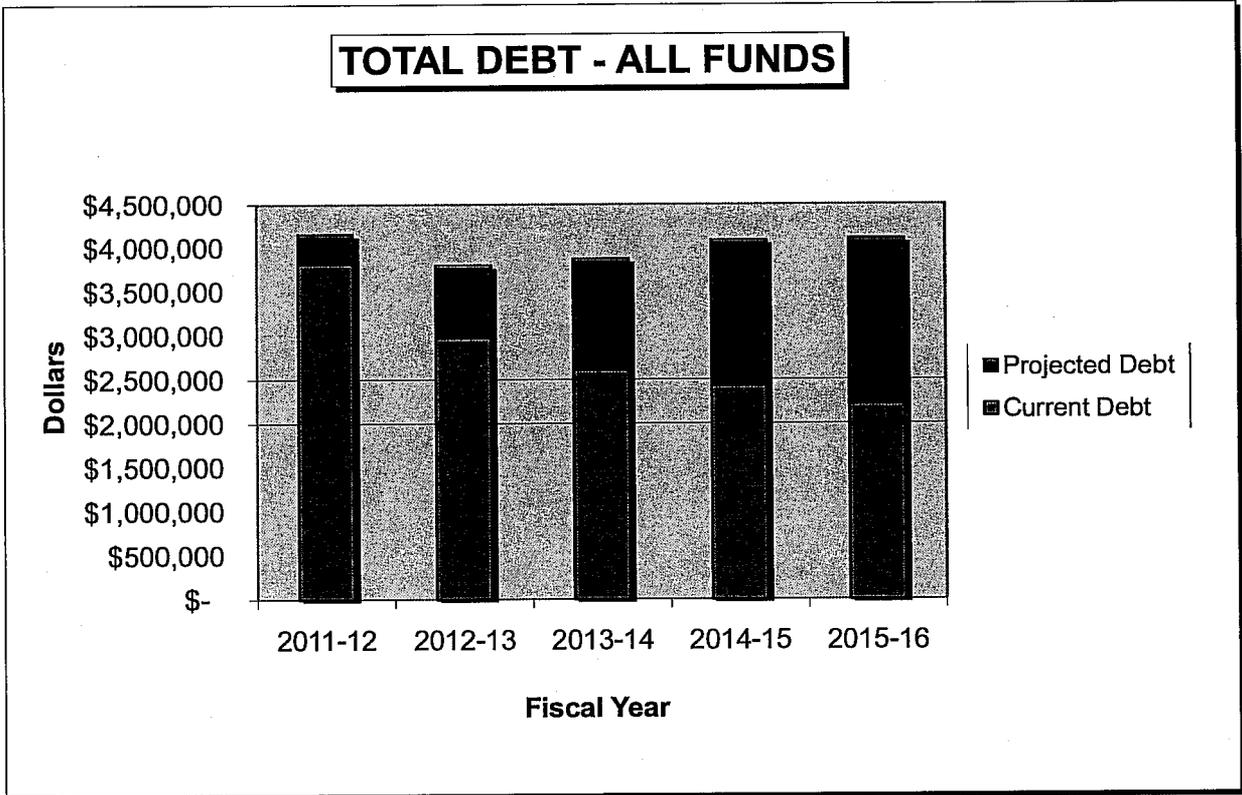
Net Debt Contracting Margin	\$	56,978,441
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The percent of debt contracting power exhausted is	17.55%
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DEBT

ALL FUNDS

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Current Debt **	\$ 3,811,291	\$ 2,966,618	\$ 2,605,125	\$ 2,424,445	\$ 2,212,938
Projected New Debt	\$ 346,495	\$ 837,696	\$ 1,270,101	\$ 1,664,065	\$ 1,891,746
TOTAL	<u>\$ 4,157,786</u>	<u>\$ 3,804,314</u>	<u>\$ 3,875,226</u>	<u>\$ 4,088,509</u>	<u>\$ 4,104,683</u>



**Current debt is net of the following debt that will have offsetting revenues:

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Hydro-electric debt	\$ 784,090	\$ 645,333	\$ 644,247	\$ 640,633	\$ 604,823
Water Treatment Plant debt applicable to DANC	\$ 73,751	\$ 6,858	\$ 6,696	\$ 5,454	\$ 5,292
Wastewater Treatment Plant debt applicable to DANC	\$ 35,608	\$ 34,037	\$ 147,953	\$ 140,391	\$ 136,325

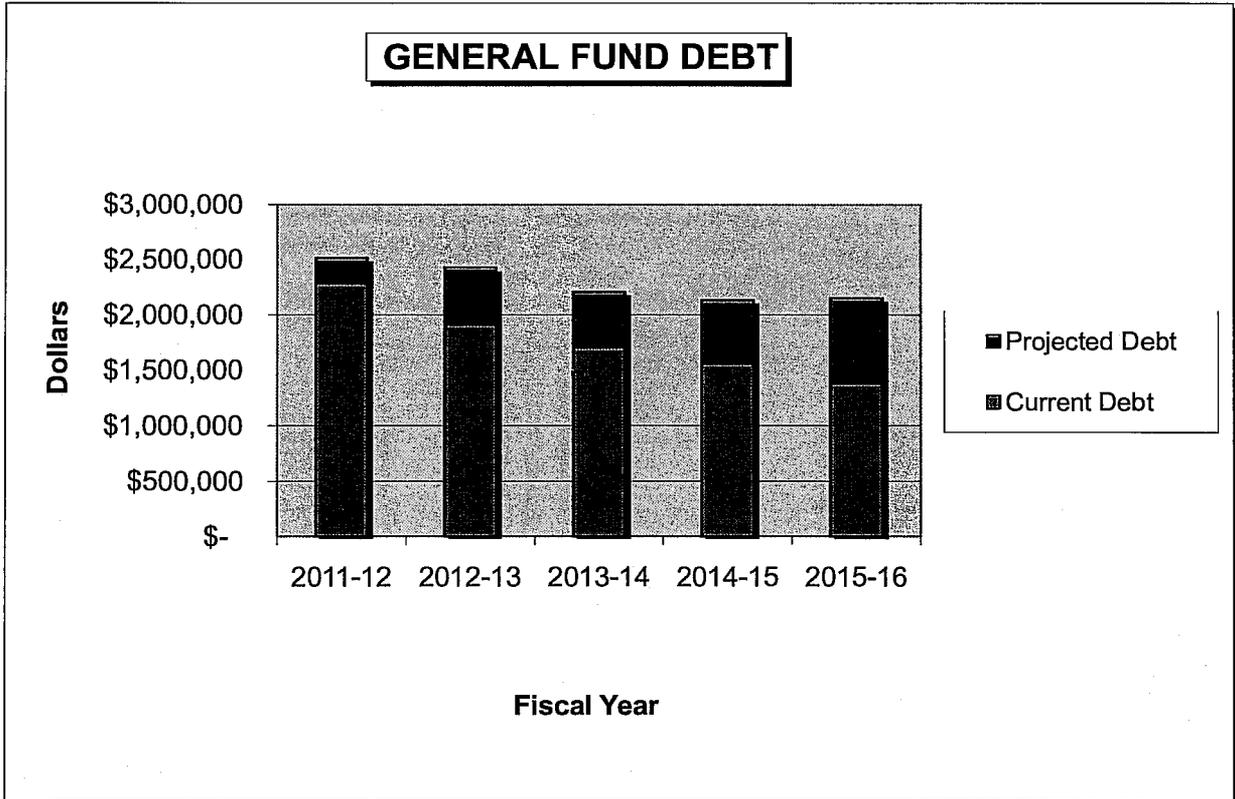
**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
GENERAL FUND					
FACILITY IMPROVEMENTS	\$ 1,390,000	\$ 225,000	\$ 285,000	\$ 125,000	\$ 2,888,000
VEHICLES AND EQUIPMENT	533,000	720,500	863,000	3,134,500	1,186,000
BRIDGE CONSTRUCTION	-	-	-	-	400,000
SIDEWALK CONSTRUCTION	374,000	200,000	889,000	338,000	350,000
STORM SEWER/DRAINAGE	360,000	70,000	1,118,000	125,000	1,316,000
STREET CONSTRUCTION	<u>1,654,000</u>	<u>460,000</u>	<u>4,190,000</u>	<u>1,334,000</u>	<u>1,355,000</u>
TOTAL GENERAL FUND	\$ <u>4,311,000</u>	\$ <u>1,675,500</u>	\$ <u>7,345,000</u>	\$ <u>5,056,500</u>	\$ <u>7,495,000</u>
WATER FUND					
FACILITY IMPROVEMENTS	\$ 1,100,000	\$ 180,000	\$ 300,000	\$ 150,000	\$ -
WATER MAIN REPLACEMENT	484,000	1,070,000	1,498,000	292,000	708,660
VEHICLES AND EQUIPMENT	<u>125,000</u>	<u>85,000</u>	<u>65,000</u>	<u>65,000</u>	<u>100,000</u>
TOTAL WATER FUND	\$ 1,709,000	\$ 1,335,000	\$ 1,863,000	\$ 507,000	\$ 808,660
SEWER FUND					
SANITARY SEWER	\$ 465,000	\$ 830,000	\$ 1,265,000	\$ 74,000	\$ 1,333,000
VEHICLES AND EQUIPMENT	-	34,500	120,000	22,500	35,000
WASTEWATER PLANT	<u>-</u>	<u>2,500,000</u>	<u>100,000</u>	<u>-</u>	<u>70,000</u>
TOTAL SEWER FUND	\$ <u>465,000</u>	\$ <u>3,364,500</u>	\$ <u>1,485,000</u>	\$ <u>96,500</u>	\$ <u>1,438,000</u>
LIBRARY FUND					
FACILITY IMPROVEMENTS	\$ 360,000	\$ 200,000	\$ 24,000	\$ -	\$ 1,050,000
VEHICLES AND EQUIPMENT	<u>-</u>	<u>13,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIBRARY FUND	\$ <u>360,000</u>	\$ <u>213,000</u>	\$ <u>24,000</u>	\$ <u>-</u>	\$ <u>1,050,000</u>
TOTAL CAPITAL FUND	\$ <u>6,845,000</u>	\$ <u>6,588,000</u>	\$ <u>10,717,000</u>	\$ <u>5,660,000</u>	\$ <u>10,791,660</u>

DEBT

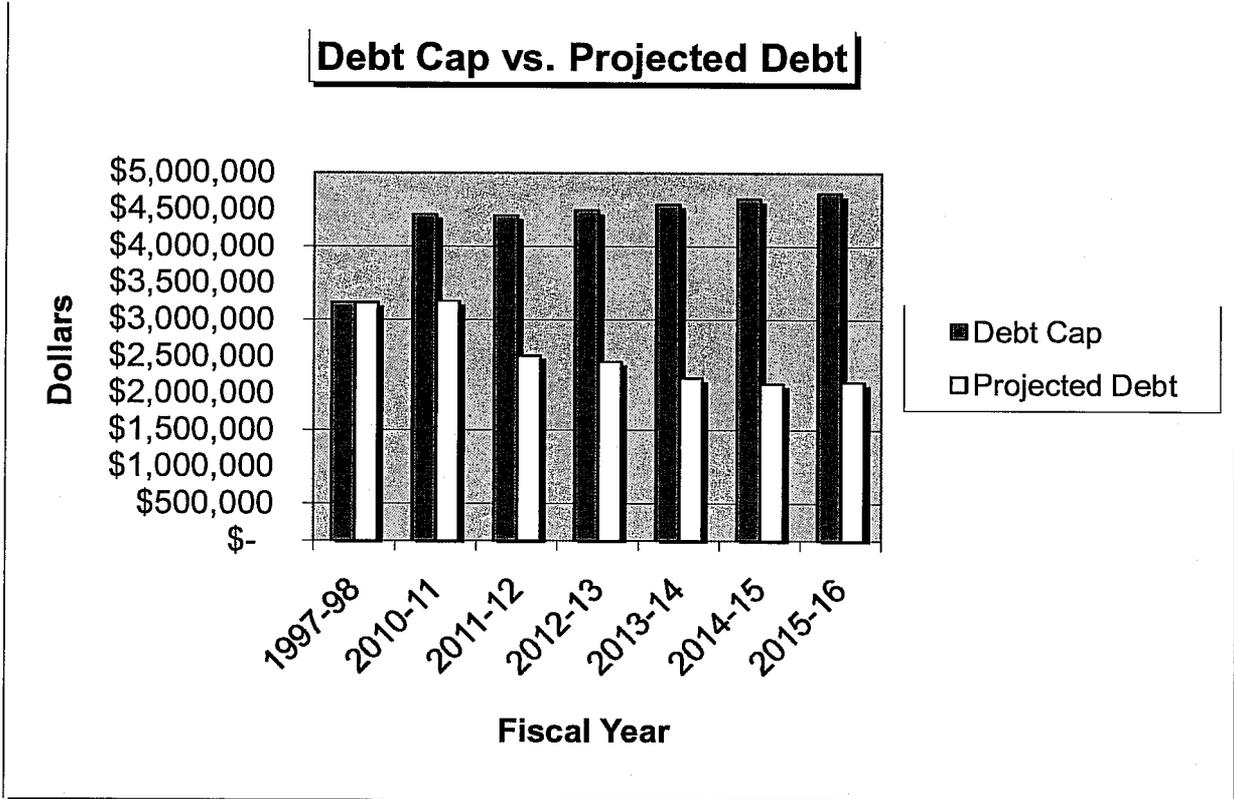
GENERAL FUND

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Current Debt	\$ 2,283,714	\$ 1,912,209	\$ 1,704,836	\$ 1,561,239	\$ 1,378,649
Projected New Debt	\$ 230,907	\$ 516,550	\$ 502,257	\$ 570,747	\$ 772,942
TOTAL	\$ 2,514,621	\$ 2,428,759	\$ 2,207,093	\$ 2,131,986	\$ 2,151,591



GENERAL FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected</u> <u>Debt</u>
1997-98	base year	\$ 3,231,475	\$ 3,231,475
2010-11	actual	\$ 4,434,329	\$ 3,256,563
2011-12	actual	\$ 4,418,553	\$ 2,514,621
2012-13	projected	\$ 4,491,029	\$ 2,428,759
2013-14	projected	\$ 4,567,737	\$ 2,207,093
2014-15	projected	\$ 4,645,755	\$ 2,131,986
2015-16	projected	\$ 4,725,105	\$ 2,151,591



The general fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98 and the base amount represent's FY 1997-98's principal and interest payment. The base amount has been increased each year by the Consumer Price Index - All Urban Consumers (1982-84 = 100). Part of the City's capital budget process is to project the self-imposed debt cap for the next 4 fiscal years and compare the actual and projected debt amounts for those years to the self-imposed limit and develop a plan that stays under the debt cap limit.

The City excludes the debt payments (actual and projected) related to the hydro-electric facility from the self-imposed debt cap calculation as the hydro-electric plant generates revenue significant enough to cover the related debt payments.

Debt excluded from the debt cap calculation:

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Hydro-electric debt	\$ 784,090	\$ 645,333	\$ 644,247	\$ 640,633	\$ 604,823

**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>		<u>2012-13</u>		<u>2013-14</u>		<u>2014-15</u>		<u>2015-16</u>
GENERAL FUND:									
FACILITY IMPROVEMENTS:									
Arena	\$ 120,000	\$	-	\$	180,000	\$	-	\$	170,000
Downtown	200,000		-		-		-		-
DPW Facilities	-		-		-		125,000		-
Fairgrounds	-		75,000		-		-		-
Fire Facilities	-		-		-		-		250,000
Hydro-electric Facility	-		-		-		-		240,000
Municipal Buildings	250,000		-		-		-		1,603,000
Pools	100,000		-		105,000		-		-
Police	-		-		-		-		75,000
Property Remediations	400,000		-		-		-		-
River Parks Development	-		-		-		-		50,000
Thompson Park	320,000		150,000		-		-		500,000
	<hr/>		<hr/>		<hr/>		<hr/>		<hr/>
TOTAL FACILITY IMPROVEMENTS	\$ 1,390,000	\$	225,000	\$	285,000	\$	125,000	\$	2,888,000
VEHICLES AND EQUIPMENT:									
Information Technology	\$ 33,000	\$	30,000	\$	30,000	\$	30,000	\$	30,000
Arena	-		-		-		65,000		-
Bus	-		-		-		1,800,000		-
Code Enforcement	-		-		-		25,000		25,000
DPW Administration	-		25,000		-		25,000		30,000
DPW Municipal Maintenance	-		25,000		125,000		-		32,000
DPW Maintenance of Roads	125,000		170,000		100,000		162,000		227,000
DPW Snow Removal	215,000		-		27,000		59,000		370,000
Central Garage	-		25,000		-		70,000		-
Police	-		206,000		257,000		162,000		137,000
Electric	-		-		-		32,000		-
Refuse & Recycle	160,000		-		160,000		25,000		-
Recreation	-		32,000		-		30,000		-
Thompson Park	-		70,000		34,000		32,000		80,000
Storm Sewers	-		137,500		85,000		22,500		-
Fire	-		-		45,000		595,000		255,000
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TOTAL VEHICLES & EQUIPMENT	\$ 533,000	\$	720,500	\$	863,000	\$	3,134,500	\$	1,186,000
BRIDGE CONSTRUCTION:									
Cayuga Avenue	\$ -	\$	-	\$	-	\$	-	\$	400,000
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TOTAL BRIDGE CONSTRUCTION	\$ -	\$	-	\$	-	\$	-	\$	400,000

**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
SIDEWALK CONSTRUCTION:					
Citywide Sidewalk Construction	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Clinton Street	174,000	-	-	-	-
Factory Street	-	-	689,000	-	-
N.Michigan / Bronson Street	-	-	-	138,000	-
Harrison Street	-	-	-	-	150,000
TOTAL SIDEWALK CONSTRUCTION	<u>\$ 374,000</u>	<u>\$ 200,000</u>	<u>\$ 889,000</u>	<u>\$ 338,000</u>	<u>\$ 350,000</u>
STORM SEWER/DRAINAGE:					
Clinton Street	360,000	-	-	-	-
Engine Street CSO abatement design	-	70,000	-	-	-
Factory Street	-	-	1,118,000	-	-
N.Michigan / Bronson Street	-	-	-	125,000	-
Cooper Street Outfall	-	-	-	-	225,000
Engine Street CSO abatement Phase I	-	-	-	-	848,000
Harrison Street	-	-	-	-	243,000
TOTAL STORM SEWER	<u>\$ 360,000</u>	<u>\$ 70,000</u>	<u>\$ 1,118,000</u>	<u>\$ 125,000</u>	<u>\$ 1,316,000</u>
STREET CONSTRUCTION:					
CHIPS	\$ 352,000	\$ 460,000	\$ 460,000	\$ 460,000	\$ 460,000
Clinton Street	1,302,000	-	-	-	-
Factory Street	-	-	3,730,000	-	-
N.Michigan / Bronson Street	-	-	-	874,000	-
Harrison Street	-	-	-	-	895,000
TOTAL STREET CONSTRUCTION	<u>\$ 1,654,000</u>	<u>\$ 460,000</u>	<u>\$ 4,190,000</u>	<u>\$ 1,334,000</u>	<u>\$ 1,355,000</u>
TOTAL GENERAL FUND	<u>\$ 4,311,000</u>	<u>\$ 1,675,500</u>	<u>\$ 7,345,000</u>	<u>\$ 5,056,500</u>	<u>\$ 7,495,000</u>

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16**

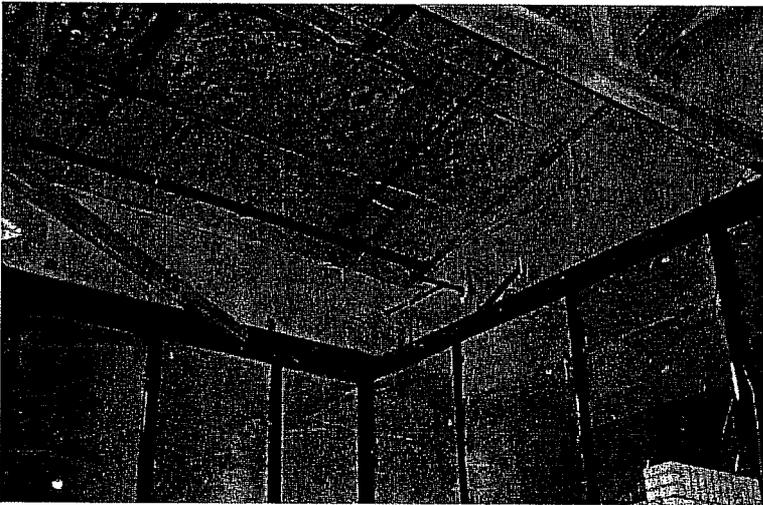
GENERAL FUND		FY 2011-12 projects		FY 2012-13 projects		FY 2013-14 projects		FY 2014-15 projects		FY 2015-16 projects		
Arena	Fire protection upgrades	O	\$ 120,000			Bleacher replacement	D	\$ 180,000		Toilet and zamboni room additions	D	\$ 170,000
Downtown	Soldiers and Sailors Monument	G(75%)/ O(25%)	\$ 200,000									
DPW Newell Street Facilities									Administration building freight elevator	O	\$ 125,000	
Fairgrounds				Multi-purpose Field 1 Parking Lot (southwest)	O	\$ 75,000						
Fire										Storage Building	D	\$ 250,000
Hydro-electric Facility										Turbine controls	D	\$ 240,000
Municipal Building	Chiller and tower replacement	R	\$ 250,000							HVAC and building envelope upgrades	D	\$ 1,055,000
										Sally Port	D	\$ 548,000
Police										Range lead abatement	O	\$ 75,000
Pools	Alteri Pool Renovation	O	\$ 100,000			Flynn Pool Renovation	O	\$ 105,000				
Property Remediations	Ogilvie Demolition Debris Cleanup	D	\$ 400,000									
River Parks Development										Sewalls Island Rail Bridge Structural Evaluation	O	\$ 50,000
Thompson Park	Aviary rehabilitation	O	\$ 320,000	Pinnacle Wood Walk Wall Rehabilitation	O	\$ 150,000				Stone work rehabilitation	D	\$ 150,000
										Playground cushion replacement	D	\$ 150,000
										Playground replacement	D	\$ 200,000
TOTAL FACILITY IMPROVEMENTS			\$ 1,390,000		\$ 225,000		\$ 285,000		\$ 125,000		\$ 2,888,000	
	Debt	D	\$ 400,000	Debt	D	\$ -	Debt	D	\$ 180,000	Debt	D	\$ 2,763,000
	Operating fund transfer	O	590,000	Operating fund transfer	O	225,000	Operating fund transfer	O	105,000	Operating fund transfer	O	125,000
	Grant	G	150,000	Grant	G	-	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	250,000	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			<u>\$ 1,390,000</u>			<u>\$ 225,000</u>		<u>\$ 285,000</u>		<u>\$ 125,000</u>		<u>\$ 2,888,000</u>

GENERAL FUND	FY 2011-12 projects			FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects		
Information Technology	Fiber conduit - Stone Street	O	\$ 33,000	Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000
Arena										4x4 pickup truck w/plow	O	\$ 32,000			
										4x4 pickup truck w/plow & lift gate	O	\$ 33,000			
Bus										Transit bus (5)	G(90%)/ O(10%)	\$ 1,800,000			
Code Enforcement										Pickup truck	O	\$ 25,000	Pickup truck	O	\$ 25,000
DPW Administration				Engineering technician vehicle	O	\$ 25,000				Supervisor compact pickup truck	O	\$ 25,000	Superintendent Vehicle	O	\$ 30,000
DPW Municipal Maintenance				Supervisor pickup	O	\$ 25,000	Single axle dump sander w/plow and attachments	O	\$ 125,000				Six person 4x2 pickup truck with stake rack and lift gate	O	\$ 32,000
DPW Maintenance of Roads	Single axle dump truck w/plow	O	\$ 125,000	Mechanical sweeper	O	\$ 170,000	Single axle dump truck	O	\$ 100,000	Tandem axle dump truck	O	\$ 130,000	Tandem axle dump truck	O	\$ 135,000
										Skid steer loader	O	\$ 32,000	Semi-tractor (used)	O	\$ 60,000
													Skid steer loader	O	\$ 32,000
DPW Snow Removal	4x4 snowplow w/underbody scraper	O	\$ 215,000				Jeep w/snow plow	O	\$ 27,000	Jeep w/snow plow	O	\$ 27,000	4x4 snow plow with wing	O	\$ 250,000
										4x4 Pickup w/plow	O	\$ 32,000	Front-end loader (2.5yd3)	O	\$ 120,000
Central Garage				Compact pick-up truck	O	\$ 25,000				Garage service truck w/crane	O	\$ 70,000			
Police				Marked patrol vehicles (4)	O	\$ 130,000	Marked patrol vehicles (4)	O	\$ 132,000	Marked patrol vehicles (4)	O	\$ 135,000	Marked patrol vehicles (4)	O	\$ 137,000
				Un-marked vehicle	O	\$ 26,000	Un-marked vehicles (3)	O	\$ 75,000	Un-marked vehicle	O	\$ 27,000			
				Vehicle laptop replacements	O	\$ 50,000	Vehicle laptop replacements	O	\$ 50,000						
Electric										Pickup truck w/service body	O	\$ 32,000			
Refuse & Recycle	Recycling Vehicle	G(50%)/ O(50%)	\$ 160,000				Side load refuse packer	O	\$ 160,000	Supervisor compact pickup truck	O	\$ 25,000			
Recreation				4x4 pickup w/plow	O	\$ 32,000				Pickup truck with utility service body	O	\$ 30,000			
Thompson Park				Field mower	O	\$ 70,000	4x4 pickup w/plow & liftgate	O	\$ 34,000	4x4 pickup w/plow	O	\$ 32,000	Refuse packer	O	\$ 80,000
Storm Sewers				Single axle dump truck w/sander and attachments	O	\$ 125,000	4x4 Backhoe	O	\$ 85,000	Trailer mounted sewer jetter (50%)	O	\$ 22,500			
				Supervisors pickup truck (1/2)	O	\$ 12,500									
Fire							Turnout gear replacements (20)	O	\$ 45,000	Turnout gear replacements (20)	O	\$ 45,000	Command vehicle	O	\$ 40,000
										Replace Engine 5	D	\$ 550,000	Vehicle laptop replacements	O	\$ 50,000
													Engine 1 Refurbishment	O	\$ 120,000
													Turnout gear replacements (20)	O	\$ 45,000
TOTAL VEHICLES AND EQUIPMENT			\$ 533,000			\$ 720,500			\$ 863,000			\$ 3,134,500			\$ 1,186,000
	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ 550,000	Debt	D	\$ -
	Operating fund transfer	O	453,000	Operating fund transfer	O	720,500	Operating fund transfer	O	863,000	Operating fund transfer	O	964,500	Operating fund transfer	O	1,186,000
	Grant	G	80,000	Grant	G	-	Grant	G	-	Grant	G	1,620,000	Grant	G	-
	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			\$ 533,000			\$ 720,500			\$ 863,000			\$ 3,134,500			\$ 1,186,000

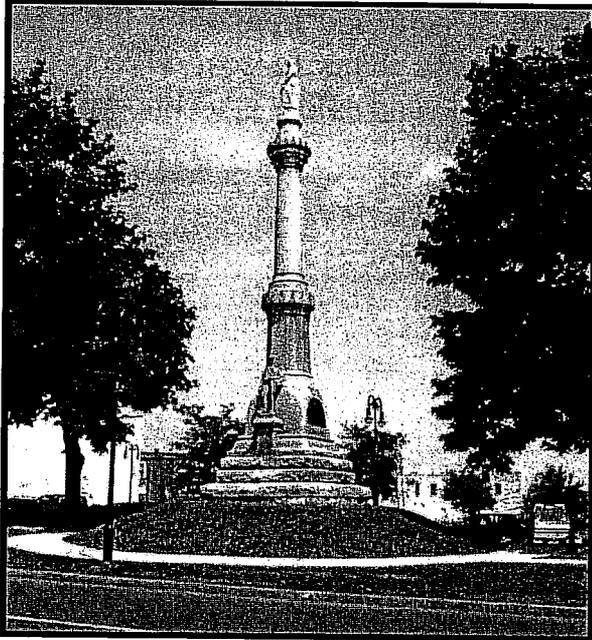
**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16**

GENERAL FUND		FY 2011-12 projects			FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects		
MAINTENANCE OF BRIDGES														Cayuga Avenue	D	\$ 400,000
TOTAL MAINTENANCE OF BRIDGES			\$ -			\$ -			\$ -			\$ -				\$ 400,000
SIDEWALK CONSTRUCTION:																
	Sidewalk Program	G(50%)/O(50%)	\$ 200,000	Sidewalk Program	G(50%)/O(50%)	\$ 200,000	Sidewalk Program	G(50%)/O(50%)	\$ 200,000	Sidewalk Program	G(50%)/O(50%)	\$ 200,000	Sidewalk Program	G(50%)/O(50%)	\$ 200,000	
	Clinton Street	D	\$ 174,000				Factory Street	G(95%)/D(5%)	\$ 689,000	N. Michigan / Bronson St	D	\$ 138,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 150,000	
TOTAL SIDEWALK CONSTRUCTION			\$ 374,000		\$ 200,000		\$ 889,000		\$ 338,000		\$ 350,000					
STORM SEWER / DRAINAGE																
	Clinton Street	D	\$ 360,000	Engine St. CSO abatement design	O	\$ 70,000	Factory Street	G(95%)/D(5%)	\$ 1,118,000	N. Michigan / Bronson St		\$ 125,000	Cooper Street Outfall		\$ 225,000	
													Engine St. CSO abatement - Phase I		\$ 848,000	
													Harrison Street (Riggs Ave. Phase II)		\$ 243,000	
TOTAL STORM SEWERS			\$ 360,000		\$ 70,000		\$ 1,118,000		\$ 125,000		\$ 1,316,000					
STREET CONSTRUCTION:																
	CHIPS	G	\$ 352,000	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	
	Clinton Street	D	\$ 1,302,000				Factory Street	G(95%)/D(5%)	\$ 3,730,000	N. Michigan / Bronson St	D	\$ 874,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 895,000	
TOTAL STREET CONSTRUCTION			\$ 1,654,000		\$ 460,000		\$ 4,190,000		\$ 1,334,000		\$ 1,355,000					
Total General Fund	Debt	D	\$ 1,836,000	Debt	D	\$ 70,000	Debt	D	\$ 276,850	Debt	D	\$ 1,137,000	Debt	D	\$ 2,761,000	
Infrastructure	Operating fund transfer	O	100,000	Operating fund transfer	O	100,000	Operating fund transfer	O	100,000	Operating fund transfer	O	100,000	Operating fund transfer	O	100,000	
	Grant	G	452,000	Grant	G	560,000	Grant	G	5,820,150	Grant	G	560,000	Grant	G	560,000	
	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	
			\$ 2,388,000		\$ 730,000		\$ 6,197,000		\$ 1,797,000		\$ 3,421,000					
TOTAL GENERAL FUND			\$ 4,311,000		\$ 1,675,500		\$ 7,345,000		\$ 5,056,500		\$ 7,495,000					
GENERAL FUND																
	FACILITY IMPROVEMENTS		\$ 1,390,000		\$ 225,000		\$ 285,000		\$ 125,000		\$ 2,888,000					
	VEHICLES AND EQUIPMENT		\$ 533,000		\$ 720,500		\$ 863,000		\$ 3,134,500		\$ 1,186,000					
	MAINTENANCE OF BRIDGES		\$ -		\$ -		\$ -		\$ -		\$ 400,000					
	SIDEWALK RECONSTRUCTION		\$ 374,000		\$ 200,000		\$ 889,000		\$ 338,000		\$ 350,000					
	STORM SEWER / DRAINAGE		\$ 360,000		\$ 70,000		\$ 1,118,000		\$ 125,000		\$ 1,316,000					
	STREET CONSTRUCTION		\$ 1,654,000		\$ 460,000		\$ 4,190,000		\$ 1,334,000		\$ 1,355,000					
TOTAL GENERAL FUND			\$ 4,311,000		\$ 1,675,500		\$ 7,345,000		\$ 5,056,500		\$ 7,495,000					
TOTAL GENERAL FUND	Debt	D	\$ 2,236,000	Debt	D	\$ 70,000	Debt	D	\$ 456,850	Debt	D	\$ 1,687,000	Debt	D	\$ 5,524,000	
	Operating fund transfer	O	1,143,000	Operating fund transfer	O	1,045,500	Operating fund transfer	O	1,068,000	Operating fund transfer	O	1,189,500	Operating fund transfer	O	1,411,000	
	Grant	G	682,000	Grant	G	560,000	Grant	G	5,820,150	Grant	G	2,180,000	Grant	G	560,000	
	Reserve fund transfer	R	250,000	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	
			\$ 4,311,000		\$ 1,675,500		\$ 7,345,000		\$ 5,056,500		\$ 7,495,000					

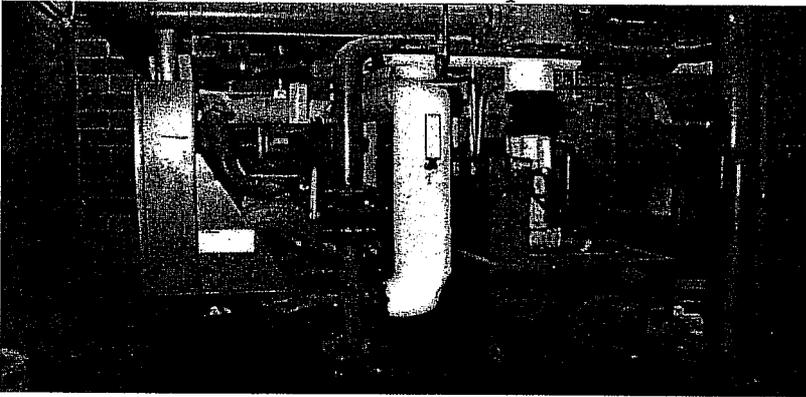
FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 ARENA

PROJECT DESCRIPTION	COST
<p>Arena Fire Protection Upgrades</p> <p>In 2010, Davis-Ulmer Sprinkler Company performed the annual inspection of the sprinkler system in the Arena. They discovered our current system is gridded and you cannot grid a dry system. They are currently having their engineer review options for our system. The Bernier Carr Arena study pointed out that the Arena sprinkler system is in the ice rink area and protection is lacking in the building. They recommend that ancillary spaces of the Arena facility should have fire detection and alarm consisting of smoke and heat detection, visual and audible alarms and pull stations. The ice rink areas should also include visual and audible alarms as well as pull stations also. The Arena study recommended adding a fire alarm system and upgrading the sprinkler system. The study has estimated these items to cost \$120,000. The facility is extensively used by the public and safety is a concern.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$120,000</p>
TOTAL	\$120,000

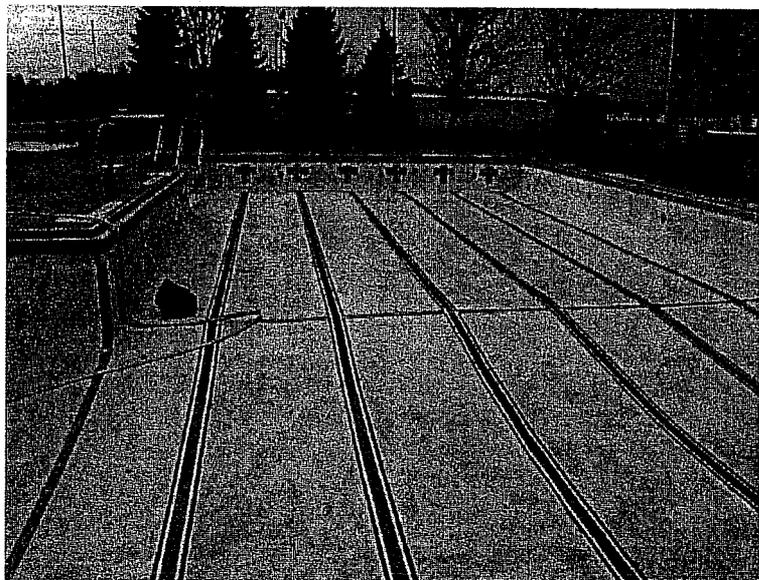
FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 DOWNTOWN

PROJECT DESCRIPTION	COST
<p>Soldiers and Sailors Monument Restoration</p> <p>This project will involve the cleaning and restoration of the Soldiers and Sailors Monument located in Public Square. The monument was erected in 1891 in honor of Civil War veterans and while it is structurally sound, nearly 120 years of exposure to the elements with little or no maintenance has left the monument in need of attention. Mortar joints on the limestone block base are deteriorating and in need of repair. Biological and metallic staining has occurred on various areas of the monument which needs to be properly cleaned. The bronze figures have active corrosion on the surface that threatens their long term stability which has to be addressed through cleaning, repatination and waxing.</p>  <p>Funding to support this project will be from a \$150,000 Environmental Protection Fund Grant through the New York State Office of Parks Recreation and Historic Preservation and a \$50,000 transfer from the General Fund (A-9950.0900) for the local match.</p>	<p>\$200,000</p>
TOTAL	\$200,000

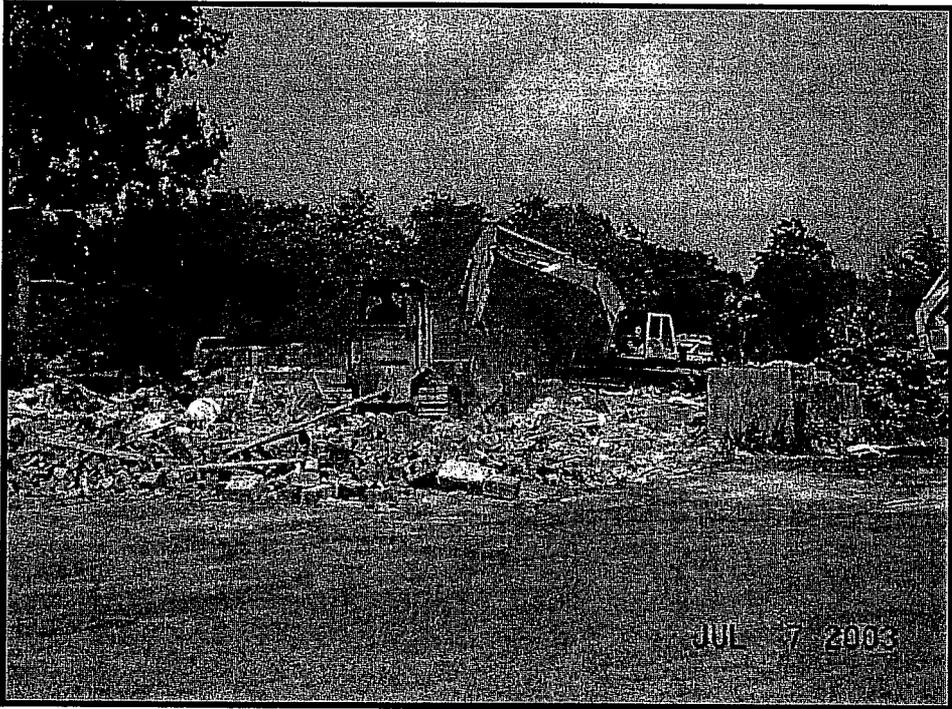
FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 CITY HALL

PROJECT DESCRIPTION	COST
<p>Municipal Building Chiller and Tower Replacement:</p> <p>These two air conditioning chillers (one installed in the early 1960's and one replaced in mid 1980's) are well beyond their useful life and require replacement. The units would be replaced with a high efficiency chiller. The cooling tower installed in the early 1960's is also beyond it useful life and would also be replaced with a variable speed tower.</p>   <p>Funding to support this project will be through a transfer from the Capital Reserve Fund.</p>	<p>\$250,000</p>
TOTAL	\$250,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 POOLS

PROJECT DESCRIPTION	COST
<p>Steven D. Alteri Pool Resurfacing</p> <p>The Steven D. Alteri Pool is a marcite coated concrete pool. The marcite is severely damaged and in some places non-existent. Tiles for mandatory NYSDOH line markings have come off. The Health Department requires a smooth and easily cleanable surface. The remaining marcite is the original 1974 surface with the exceptions of where maintenance crews had to patch or replace. Most pools of this age have been resurfaced at least once in this time period. The Alteri Pool has the oldest pool surface of the three and has the highest attendance. Resurfacing is recommended by W-M Engineers and estimated to cost \$100,000.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$100,000</p>
TOTAL	\$100,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 PROPERTY REMEDIATION

PROJECT DESCRIPTION	COST
<p>Ogilvie Demolition Debris Cleanup</p> <p>When the Ogilvie building was demolished in 2003, much of the debris was buried on site under shot rock. To prepare the site for street and housing construction, the debris has to be hauled away. The remaining shot rock may be used on site. The grant from the U. S. Environmental Protection Agency is for the petroleum contamination cleanup, but not for taking out all the non-contaminated debris.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2012-13 debt service of \$96,000.</p>	<p>\$400,000</p>
TOTAL	\$400,000

FISCAL YEAR 2011-2012
CAPITAL BUDGET
FACILITY IMPROVEMENTS
THOMPSON PARK

PROJECT DESCRIPTION	COST
<p>Aviary Building Conversion</p> <p>This project involves the conversion of the existing aviary building at Thompson Park Zoo to an enclosed exhibit and demonstration area. The upgrade will enclose the structure with opaque panels as well as climate control.</p> <div style="text-align: center;"> <p style="font-size: small;">FLOOR PLAN LAYOUT SCALE: 1/8"</p> </div> <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$320,000</p>
TOTAL	\$320,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 VEHICLES AND EQUIPMENT
 INFORMATION TECHNOLOGY

PROJECT DESCRIPTION	COST
<p>Stone Street Conduit for Fiber Optic Communications</p> <p>Funding is requested to complete the last section of the City wide communications fiber conduit system. At present all data and voice communication from City Hall to the Massey Street Fire station, the Newell Street Public Works facilities, the William T. Field Ice Arena and Waste Water Treatment plant and the Waterman Drive Police Station pass over a service providers network between Washington Street and Massey Street. Completing the conduit on Stone Street will eliminate this discontinuity and the recurring charges for data transmission.</p> <p>This component is the last in a multiyear project that provides complete end-to-end data and voice communications capability for the City's major business sites, eliminating all cost associated with internal data transmission between these facilities.</p> <p>Additionally, equipment to support data systems disaster recovery has been deployed in the DPW facilities on Newell Street and the completed fiber/conduit system interconnecting these locations will permit rapid resumption of crucial day-to-day operational data services.</p> <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$33,000</p>
TOTAL	\$33,000

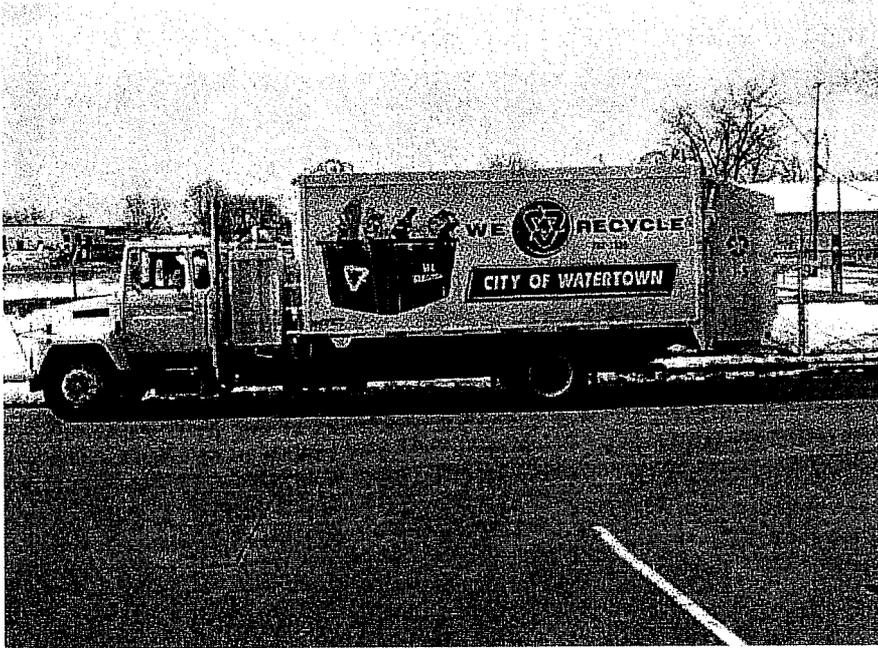
FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 VEHICLES AND EQUIPMENT
 MAINTENANCE OF ROADS

PROJECT DESCRIPTION	COST
<p>Vehicle 1-096 is a 2000 International 4700 single axle dump truck that is used for road maintenance in the summer and is equipped with a sander and a reversible plow for snow removal. It has approximately 10,000 hours. There is a lot of deterioration to the cab especially the cowl area. It is a first line truck throughout the year. The truck will be transferred to Buildings and Grounds to be used primarily for tree removal work and brush clearing, which is not high usage area. The present truck used by Buildings & Grounds/ tree crew for removal and plantings is a 1988 MACK that has high mileage and engine issues. The 1988 truck was purchased used in 1995 and was used as the chassis for the aerial lift until the City purchased a new aerial lift unit in 2007. The 1988 chassis was then converted to a dump truck. It will be disposed of at auction or traded towards the purchase of the new truck.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	\$125,000
TOTAL	\$125,000

FISCAL YEAR 2011-2012
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SNOW REMOVAL

PROJECT DESCRIPTION	COST
<p>Vehicle 1-019 is a 1983 MACK single axle, standard shift, four wheel drive snow plow equipped with a right hand wing assembly and an underbody scraper. Actual hours are unknown, but estimated to be around 9,000 - 9,500 hours. This vehicle sustained a good deal of heat damage to the cab as a result of the 2006 fire that destroyed the plow storage building. While the damage was not enough to "total" the vehicle, it was repaired but has had a lot of wiring and other issues since the fire. There is a mate to this truck that was the furthest from the heat intensity that has not had similar problems. The replacement truck will be a like unit with an automatic transmission, wing, and underbody scraper. It will be equipped with a camera that activates when placed in reverse to aid in backing. The present truck will be traded towards the replacement.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	\$215,000
TOTAL	\$215,000

FISCAL YEAR 2011-2012
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
REFUSE AND RECYCLING

PROJECT DESCRIPTION	COST
<p>Vehicle 1-005 is a 2000 MACK Mid Liner dual drive truck with a 25yd³ seven compartment recycling body and a hydraulic plastic compactor located between the cab and the recycling body. The truck has in excess of 15,500 operating hours. It is used daily on dedicated recycling routes. It will be replaced by a nearly identical unit in regards to product separation but with a larger plastic compactor. The present unit will be traded towards the purchase of the replacement unit.</p>  <p>Funding for this replacement will be 50% from a grant, if awarded, and 50% from a transfer from the General Fund (A 9950.0900) for the City's share.</p>	<p>\$160,000</p>
TOTAL	\$160,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 SIDEWALK CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Annual City Sidewalk Replacement Program</p> <p>This funding supports the city's Sidewalk Improvement Special Assessment District #7. Areas included in this district are Railroad Street, Meade Street, Superior Street, Frontenac Street, Summer Street, Mohawk Street, New York Ave, and Main Street West.</p> <p>This funding will also support the start of the City's Sidewalk Improvement Special Assessment District #8. The Streets included in District #8 have not yet been determined.</p> <div style="text-align: center;">  </div> <p>Funding to support this program will be through special assessment billings (\$100,000) and a transfer from the General Fund (A 9950.0900 - \$100,000).</p>	<p>\$200,000</p>
TOTAL	\$200,000

FISCAL YEAR 2011-2012
CAPITAL BUDGET
INFRASTRUCTURE
STREET CONSTRUCTION

PROJECT DESCRIPTION	COST
Clinton Street Reconstruction	\$2,635,000
<p>Reconstruction of approximately 2300 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer.</p>	
STREET	\$1,302,000 15 years - \$138,880
STORM SEWER	\$ 360,000 15 years - \$ 38,400
SIDEWALKS	\$ 174,000 15 years - \$ 18,560
GENERAL FUND	\$1,836,000
 SANITARY SEWER	 \$ 385,000 15 years - \$ 41,067
WATER MAIN	\$ 414,000 15 years - \$ 44,160
	
TOTAL	\$2,635,000

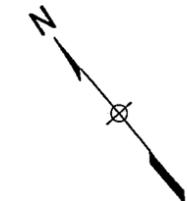
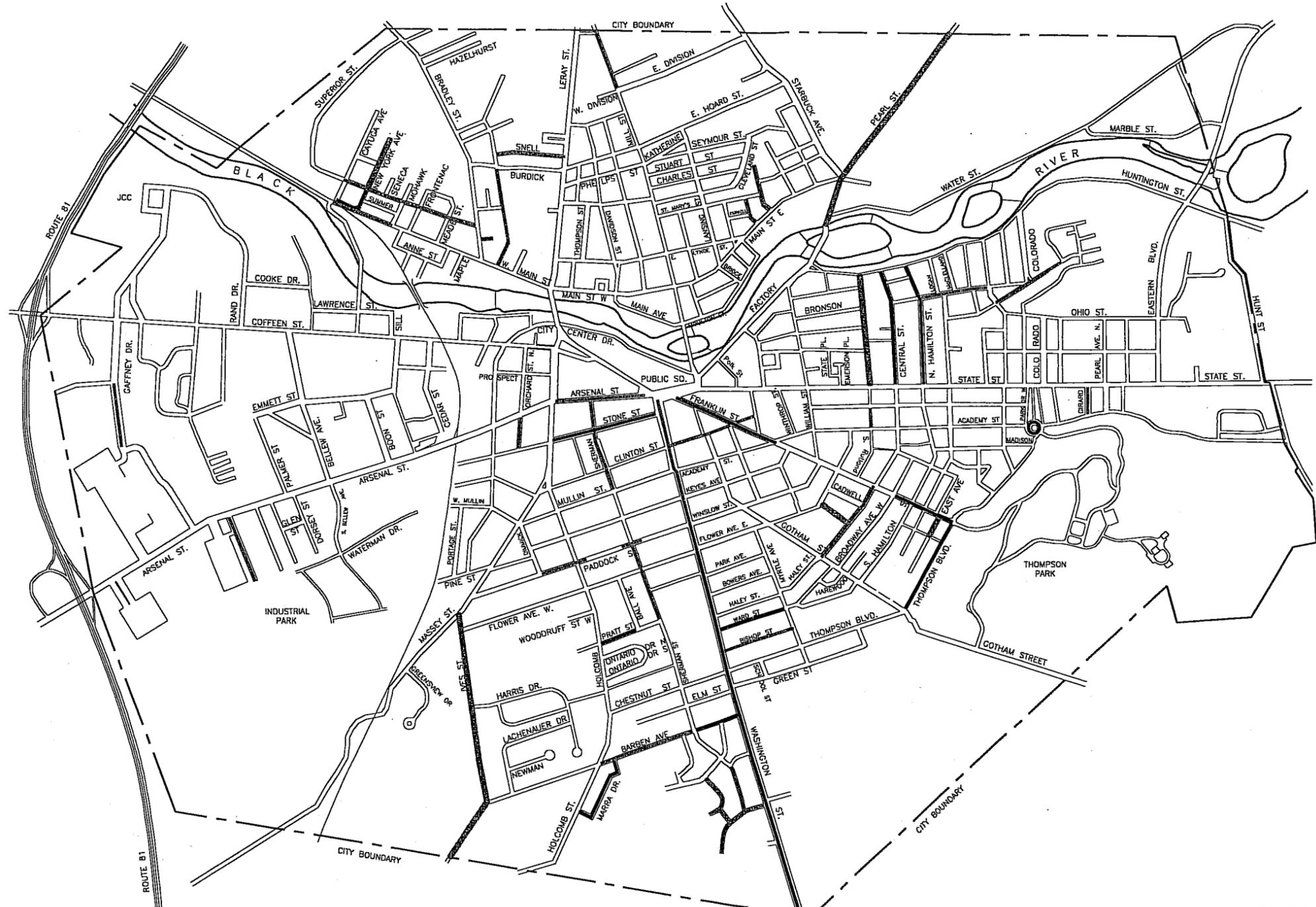
FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 CHIPS-STREET PAVING PROGRAM

STANDARD STREET PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Franklin Street	Broadway Avenue	Thompson Boulevard	\$ 49,000
Subtotal:			\$ 49,000

STANDARD STREET PAVING w/ CURBING BY CITY CREWS			
STREET	FROM	TO	COST
Thompson Boulevard	Franklin Street	Gotham Street	\$ 53,500
Pratt Street	Sherman Street	Holcomb Street	\$ 45,000
Subtotal:			\$ 98,500

SURFACE MILL & PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Ward Street	Myrtle Avenue	Washington Street	\$ 50,000
Arcade Street	Arsenal Street	Stone Street	\$ 20,000
Stone Street	Washington Street	Massey Street South	\$ 55,000
Hamilton Street North	Huntington Street	State Street	\$ 79,500
Subtotal:			\$ 204,500

Total:			\$ 352,000
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MAP NUMBER: _____

PROJECT NAME: **CITY OF WATERTOWN
PUBLIC WORKS DEPARTMENT**

TITLE: **2007-2012 STREET OVERLAY AND
RECONSTRUCTION PROJECTS**

LEGEND:			
	PROJECTS COMPLETED 2007 - 2009		
	PROJECTS COMPLETED FY 2010-11		
	PROJECTS TO BE COMPLETED FY 2011-12		
REVISION:	DESCRIPTION OF REVISION:	DATE:	BY:

PROJECT NAME: CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT	
DESIGNED BY: RH	APPROVED BY:
DRAWN BY: JAC	DATE:
DATE: 04/08/11	DATE:
SCALE: N.T.S.	
TITLE: 2007-2012 STREET OVERLAY PROJECTS	MAP NUMBER:

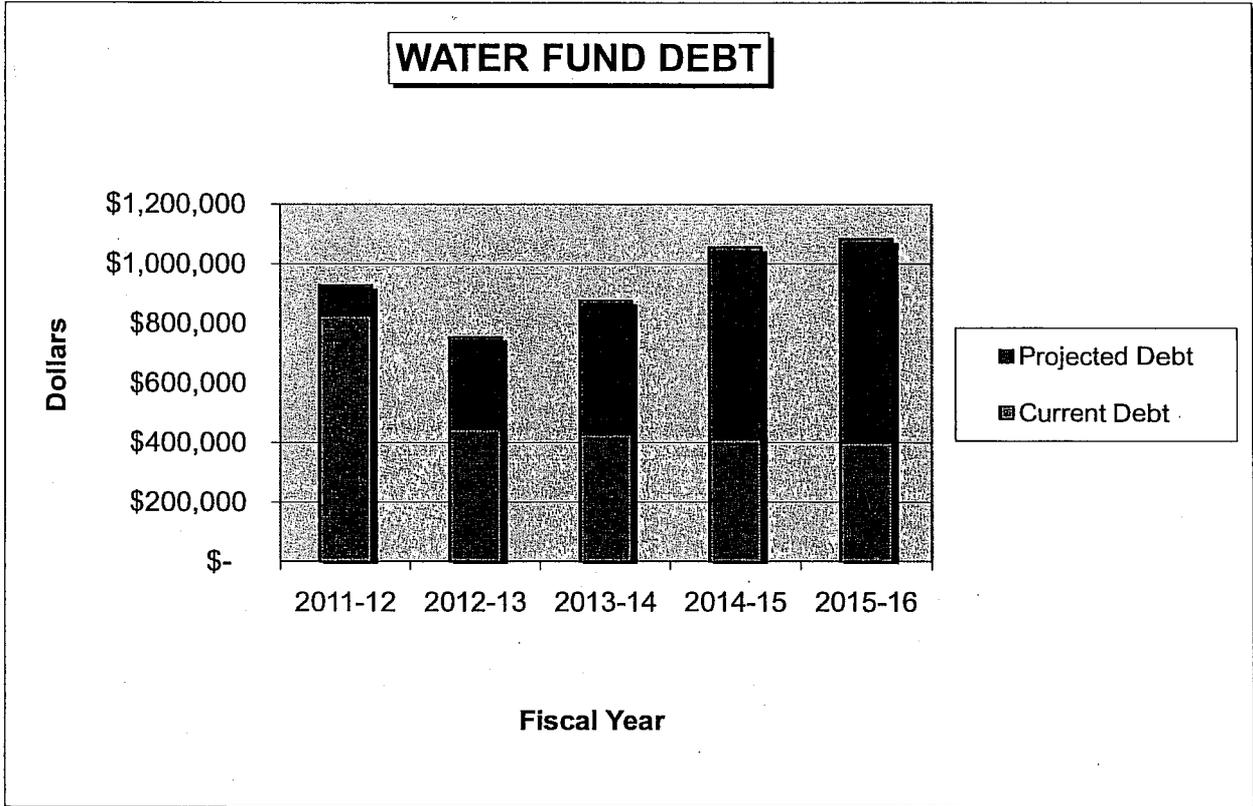
**CITY OF WATERTOWN, NEW YORK
DEPARTMENT OF PUBLIC WORKS**
ROOM 206, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601

TEL: (315) 785-7770 FAX: (315) 785-7752

DEBT

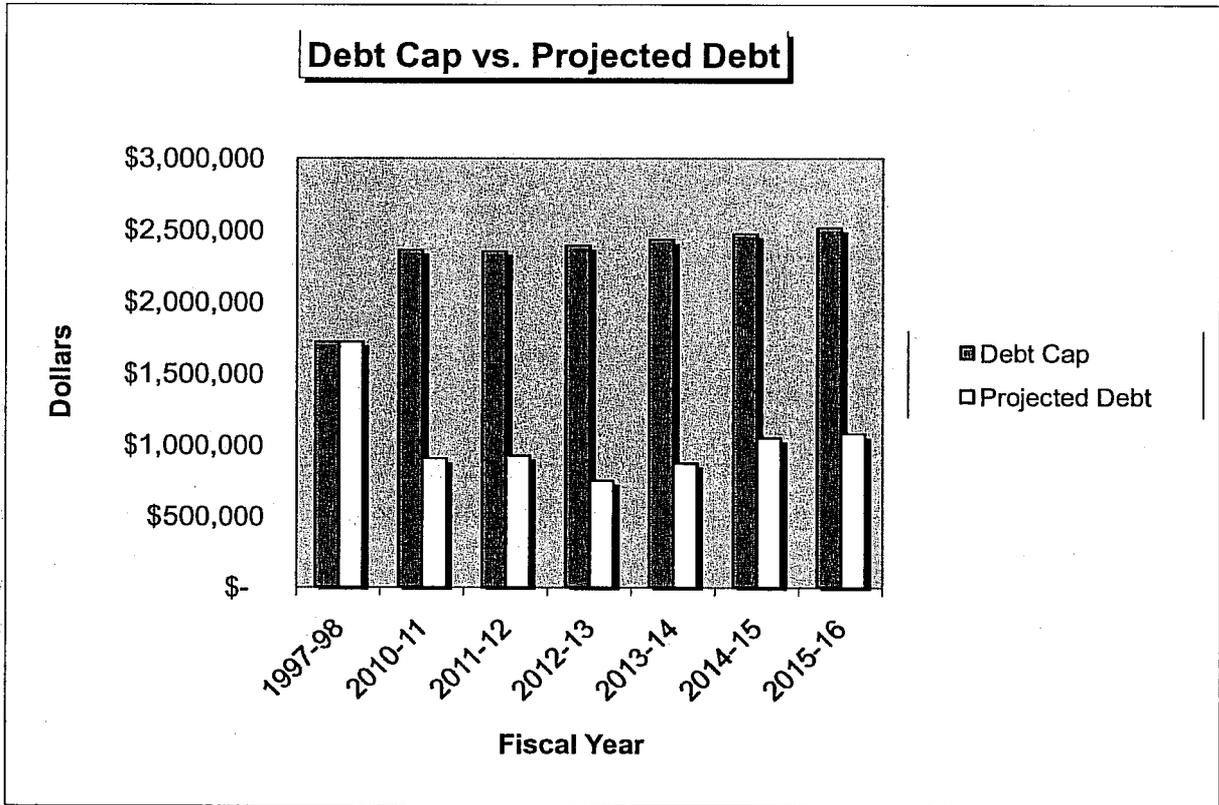
WATER FUND

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Current Debt	\$ 826,149	\$ 445,708	\$ 426,967	\$ 409,820	\$ 399,515
Projected New Debt	\$ 103,133	\$ 309,062	\$ 450,520	\$ 645,503	\$ 683,897
TOTAL	\$ 929,282	\$ 754,770	\$ 877,487	\$ 1,055,323	\$ 1,083,412



WATER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 1,724,127	\$ 1,724,127
2010-11	actual	\$ 2,365,900	\$ 909,659
2011-12	actual	\$ 2,357,483	\$ 929,282
2012-13	projected	\$ 2,396,152	\$ 754,770
2013-14	projected	\$ 2,437,079	\$ 877,487
2014-15	projected	\$ 2,478,704	\$ 1,055,323
2015-16	projected	\$ 2,521,041	\$ 1,083,412



The water fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98 and the base amount represent's FY 1997-98's principal and interest payment. The base amount has been increased each year by the Consumer Price Index - All Urban Consumers (1982-84 = 100). Part of the City's capital budget process is to project the self-imposed debt cap for the next 4 fiscal years and compare the actual and projected debt amounts for those years to the self-imposed limit and develop a plan that stays under the debt cap limit.

The City excludes the debt payments (actual and projected) related to the water service contract with the Development Authority of the North Country (DANC) from the self-imposed debt cap calculation as DANC's pro-rata share of the water treatment plant's debt service is included as an offsetting revenue in the water fund.

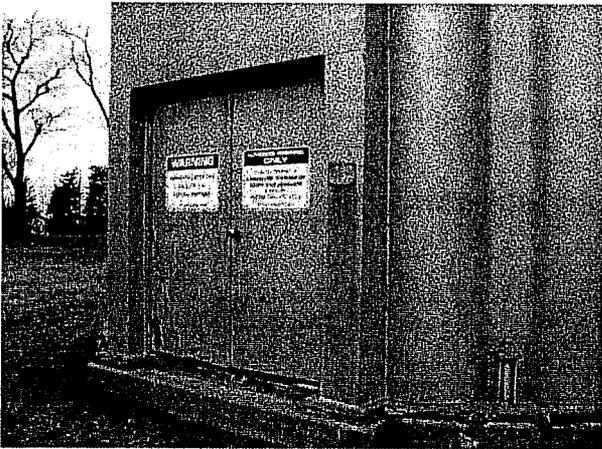
Debt excluded from the debt cap calculation:

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Water Treatment Plant debt applicable to DANC	\$ 73,751	\$ 6,858	\$ 6,696	\$ 5,454	\$ 5,292

**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
WATER FUND:					
FACILITY IMPROVEMENTS:					
Thompson Park Tank Rehabilitation	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Filter Media Replacement	600,000	-	-	-	-
Flouride System Replacement	-	100,000	-	-	-
Dosing Station ph Facility	-	80,000	300,000	-	-
Dosing Station Dam-Downstream Refacing	-	-	-	150,000	-
TOTAL FACILITY IMPROVEMENTS	\$ 1,100,000	\$ 180,000	\$ 300,000	\$ 150,000	\$ -
VEHICLES AND EQUIPMENT					
Vehicles & Equipment	\$ 125,000	\$ 85,000	\$ 65,000	\$ 65,000	\$ 100,000
Computer Hardware/Software	-	-	-	-	-
TOTAL VEHICLES AND EQUIPMENT	\$ 125,000	\$ 85,000	\$ 65,000	\$ 65,000	\$ 100,000
WATER MAIN REPLACEMENT:					
Clinton Street	\$ 414,000	\$ -	\$ -	\$ -	\$ -
Henry Street to Lincoln Street	50,000	-	-	-	-
Seward Street	20,000	-	-	-	-
Reservoir main-parallel line installation	-	1,000,000	-	-	-
East Main Street	-	50,000	-	-	-
Lansing Street	-	20,000	50,000	-	-
Factory Street	-	-	1,398,000	-	-
Davidson Street	-	-	50,000	-	350,000
N.Michigan / Bronson Street	-	-	-	292,000	-
Hoard Street	-	-	-	-	55,000
Harrison Street	-	-	-	-	303,660
TOTAL WATER MAIN REPLACEMENT	\$ 484,000	\$ 1,070,000	\$ 1,498,000	\$ 292,000	\$ 708,660
TOTAL WATER FUND	\$ 1,709,000	\$ 1,335,000	\$ 1,863,000	\$ 507,000	\$ 808,660

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 THOMPSON PARK WATER TANK

PROJECT DESCRIPTION	COST
<p>Thompson Park Water Tank Rehabilitation:</p> <p>The elevated water tank in Thompson Park was constructed in 1976 to replace an open standpipe that had originally served the water storage needs in the park. In addition to the park proper, the zoo, and the golf club, the current tank also serves five residences, a church, and the new Hospice acute care facility, all located on upper Gotham Street. In July of 2000, an internal inspection of the tank indicated that there were some signs of degradation of the interior coating material, some minor rusting on the walls and floor, and minor surface rusting on the steel roof struts. The city water supply is not terribly corrosive, but the movement of ice on the water surface can be abrasive. The exterior coating of the tank has also become oxidized in the past few years and there are signs of minor rusting at some of the external welded seams.</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2012-13 debt service of \$70,000.</p>	<p>\$500,000</p>
TOTAL	\$500,000

**FISCAL YEAR 2011-2012
CAPITAL BUDGET
FACILITY IMPROVEMENTS
WATER TREATMENT PLANT**

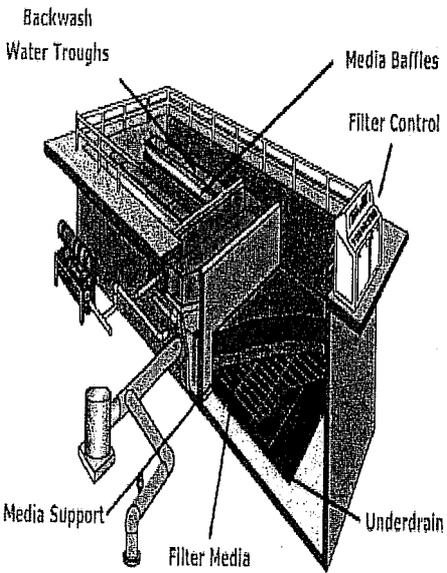
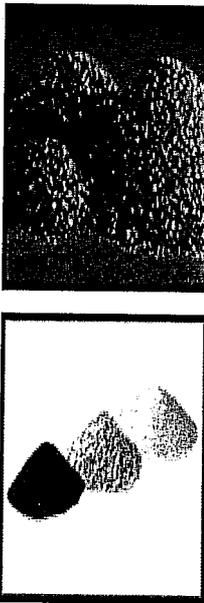
PROJECT DESCRIPTION

COST

Water Treatment Plant Process Complex Filter Media Replacement:

\$600,000

The filter media in the five (5) multi-media filters at the Water Treatment Plant is a key component of the water treatment process. During a comprehensive performance evaluation of the facility representatives from the New York State Department of Health found that the media was beginning to lose its efficiency. There were indications that portions of the ceramic underdrains might be in need of replacement, as well. The DOH recommended that consideration be given to replacing the media as soon as possible.

<p>Media Filtration</p> 	<p>Leopold® Engineered Filter Media® Anthracite</p>  <p>The filter media in a Leopold filter—media quality, bed composition, bed depth, and grain size distribution—is designed according to filter configuration, raw water quality, pretreatment, and desired filtrate quality. Leopold filters employ Engineered Filter Media® anthracite, the lowest uniformity coefficient (UC) anthracite filter media available. Leopold® Engineered Filter Media® anthracite typically produces consistent improvements in turbidity removal due, in part, to more efficient solids loading. Plus, low-UC media produces smaller changes in effluent turbidity during periods of peak influent turbidity.</p>
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Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2012-13 debt service of \$84,000.

TOTAL \$600,000

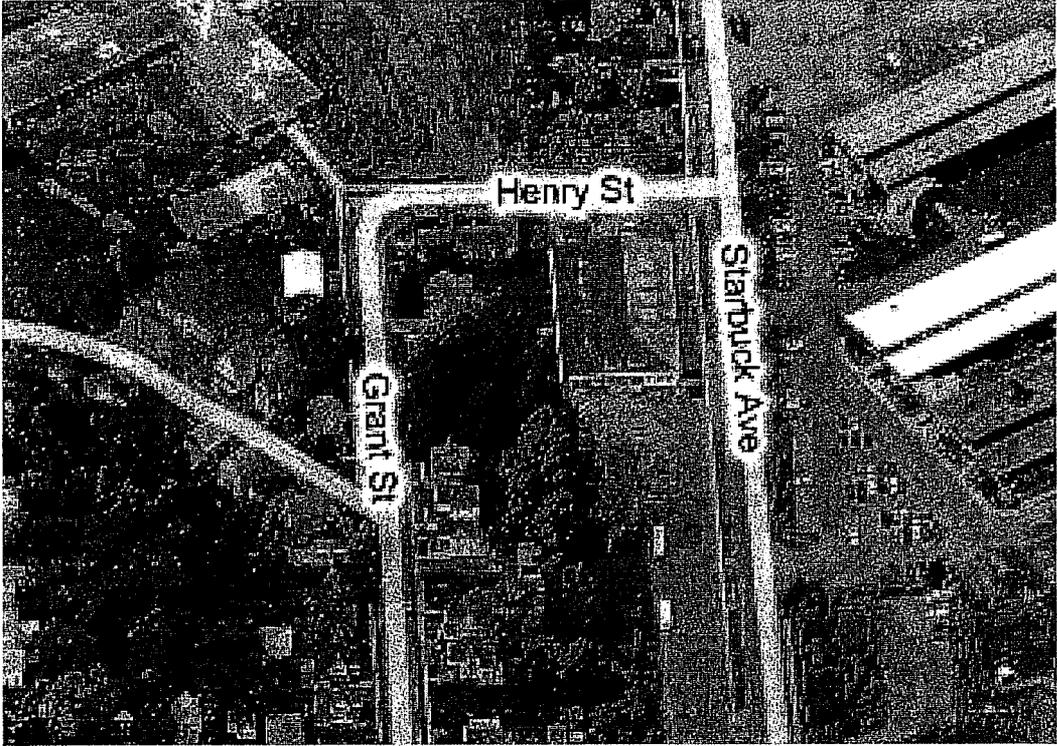
FISCAL YEAR 2011-2012
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
MAINTENANCE OF ROADS

PROJECT DESCRIPTION	COST
<p>Single Axle Dump Truck Replacement</p> <p>This vehicle will replace a 1987 International Dump Truck, ID # 2-23. The current vehicle is 24 years old and has 50,590 miles on it. There is no hour meter on this vehicle and the mileage is not indicative of the actual usage of this vehicle. The fenders were replaced a few years ago and are decaying at a rapid rate again. One of the fender mounted signal lights rusted off a month ago. The frame has rusted badly and had to be repaired and reinforced last fall and the floorboards are rusting out.</p> <div style="display: flex; justify-content: space-around;">   </div> <p>Funding to support this project will be through a transfer from the Water Fund (F 9950.0900).</p>	<p>\$125,000</p>
TOTAL	\$125,000

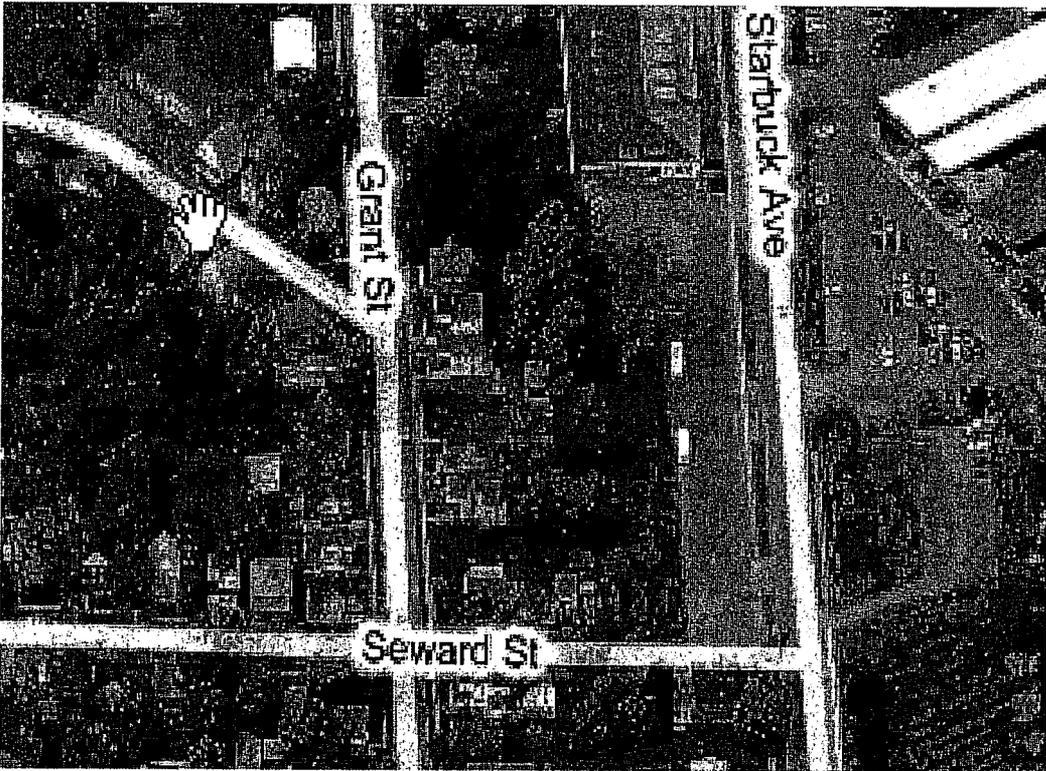
FISCAL YEAR 2011-2012
CAPITAL BUDGET
INFRASTRUCTURE
WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
Clinton Street Reconstruction	\$2,635,000
<p>Reconstruction of approximately 2300 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer.</p>	
STREET	\$1,302,000 15 years - \$138,880
STORM SEWER	\$ 360,000 15 years - \$ 38,400
SIDEWALKS	<u>\$ 174,000</u> 15 years - \$ 18,560
GENERAL FUND	\$1,836,000
SANITARY SEWER	\$ 385,000 15 years - \$ 41,067
WATER MAIN	\$ 414,000 15 years - \$ 44,160
	
TOTAL	\$2,635,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Henry Street and Grant Street</p> <p>Installation of approximately 700 l.f. of 8" ductile iron pipe water main from Starbuck Avenue to the Grant Street and Lincoln Street intersection. This project will provide additional water flows to the Grant Street and Lincoln Street neighborhoods and will enhance fire flows in the area.</p>  <p>Funding to support this project will be through a transfer from the Water Fund (F 9950.0900).</p>	<p>\$ 50,000</p>
TOTAL	\$50,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 WATER MAIN CONSTRUCTION

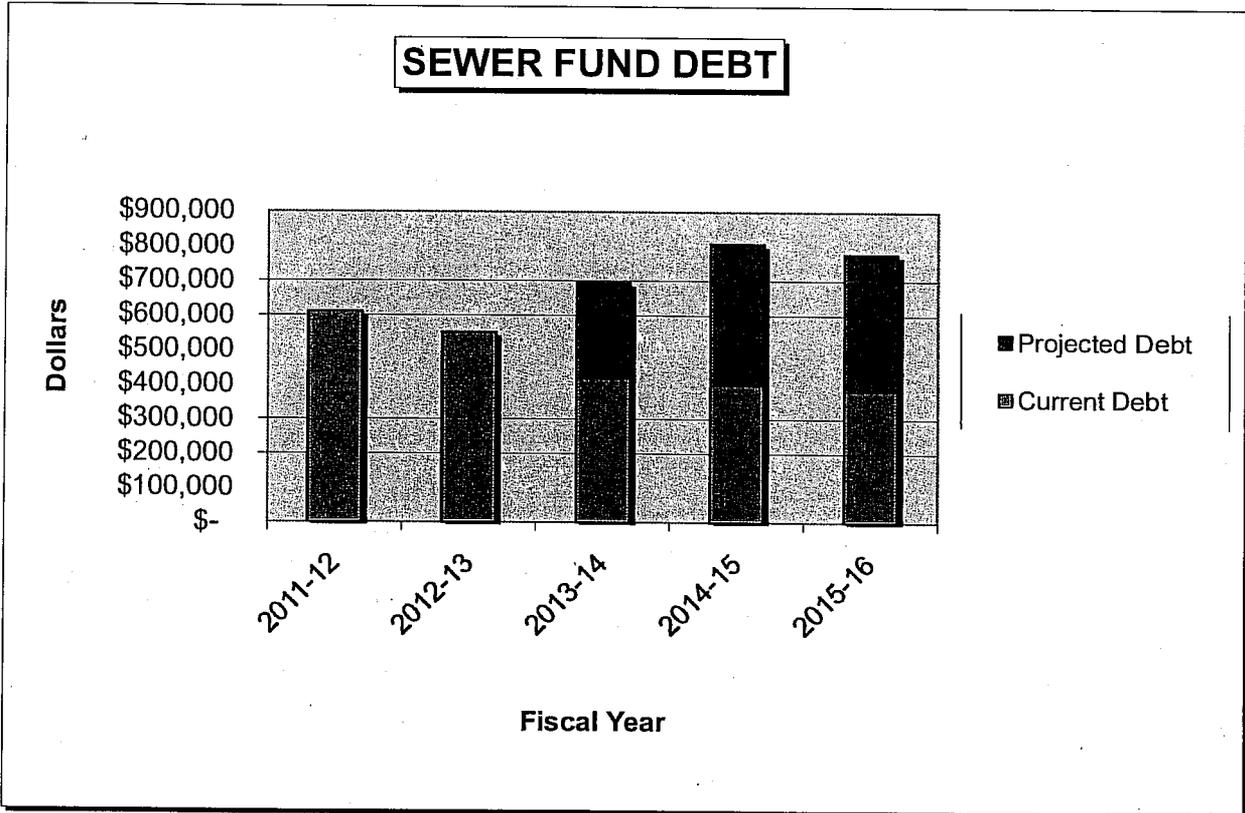
PROJECT DESCRIPTION	COST
<p>Seward Street</p> <p>Installation of approximately 300 l.f. of 8" ductile iron pipe water main from Starbuck Avenue to Grant Street. This project will provide additional water flows to Seward Street, Grant Street and the surrounding neighborhood and will enhance fire flows in that area.</p>  <p>Funding to support this project will be through a transfer from the Water Fund (F 9950.0900).</p>	<p>\$ 20,000</p>
TOTAL	\$20,000

WATER FUND		FY 2011-12 projects			FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects		
FACILITY IMPROVEMENTS	Thompson Park Water Tank rehabilitation	D	\$ 500,000	Flouride System Replacement	D	\$ 100,000	Dosing station ph Facility	D	\$ 300,000	Dosing Station Dam - Downstream Refacing	D	\$ 150,000				
	Filter Media Replacement	D	\$ 600,000	Dosing station ph Facility design	D	\$ 80,000										
	TOTAL FACILITY IMPROVEMENTS			\$ 1,100,000			\$ 180,000			\$ 300,000			\$ 150,000			\$ -
VEHICLES AND EQUIPMENT	Single axle dump truck	O	\$ 125,000	Pick-up truck	O	\$ 35,000	4x4 pick-up w/plow gate and lift gate	O	\$ 40,000	4x4 pickup truck with plow and lift gate	O	\$ 40,000	Backhoe Loader	O	\$ 100,000	
				Pick-up truck (compact)	O	\$ 25,000	Pickup truck (compact)	O	\$ 25,000	Pickup truck (compact)	O	\$ 25,000				
				Utility vehicle	O	\$ 25,000										
	TOTAL VEHICLES AND EQUIPMENT			\$ 125,000			\$ 85,000			\$ 65,000			\$ 65,000			\$ 100,000
WATER MAINS	Clinton Street	D	\$ 414,000	Reservoir Main-Parallel line Installation	D	\$ 1,000,000	Factory Street	D	\$ 1,398,000	N. Michigan / Bronson St	D	\$ 292,000	Hoard Street: Davidson Street to LeRay Street	O	\$ 55,000	
	Henry Street to Lincoln Street	O	\$ 50,000				Davidson Street: Main Street to West Lynde Street	O	\$ 50,000				Davidson Street: West Lynde Street to Highland Avenue	D	\$ 350,000	
	Seward Street: Starbuck Ave. to Grant St.	O	\$ 20,000	East Main Street: Moulton St. to East Main Street	O	\$ 50,000	Lansing Street: St. Mary Street to Katherine Street	O	\$ 50,000				Harrison Street (Riggs Ave. Phase II)	D	\$ 303,660	
				Lansing Street: Hoard Street to Katherine Street	O	\$ 20,000										
	TOTAL WATER MAINS			\$ 484,000			\$ 1,070,000			\$ 1,498,000			\$ 292,000			\$ 708,660
TOTAL WATER FUND			\$ 1,709,000			\$ 1,335,000			\$ 1,863,000			\$ 507,000			\$ 808,660	
WATER FUND																
FACILITY IMPROVEMENTS			\$ 1,100,000			\$ 180,000			\$ 300,000			\$ 150,000			\$ -	
WATER MAIN REPLACEMENT			\$ 484,000			\$ 1,070,000			\$ 1,498,000			\$ 292,000			\$ 708,660	
VEHICLES AND EQUIPMENT			\$ 125,000			\$ 85,000			\$ 65,000			\$ 65,000			\$ 100,000	
TOTAL WATER FUND			\$ 1,709,000			\$ 1,335,000			\$ 1,863,000			\$ 507,000			\$ 808,660	
TOTAL WATER FUND	Debt	D	\$ 1,514,000	Debt	D	\$ 1,180,000	Debt	D	\$ 1,698,000	Debt	D	\$ 442,000	Debt	D	\$ 653,660	
	Operating fund transfer	O	195,000	Operating fund transfer	O	155,000	Operating fund transfer	O	165,000	Operating fund transfer	O	65,000	Operating fund transfer	O	155,000	
	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	
	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	
				\$ 1,709,000			\$ 1,335,000			\$ 1,863,000			\$ 507,000			\$ 808,660

DEBT

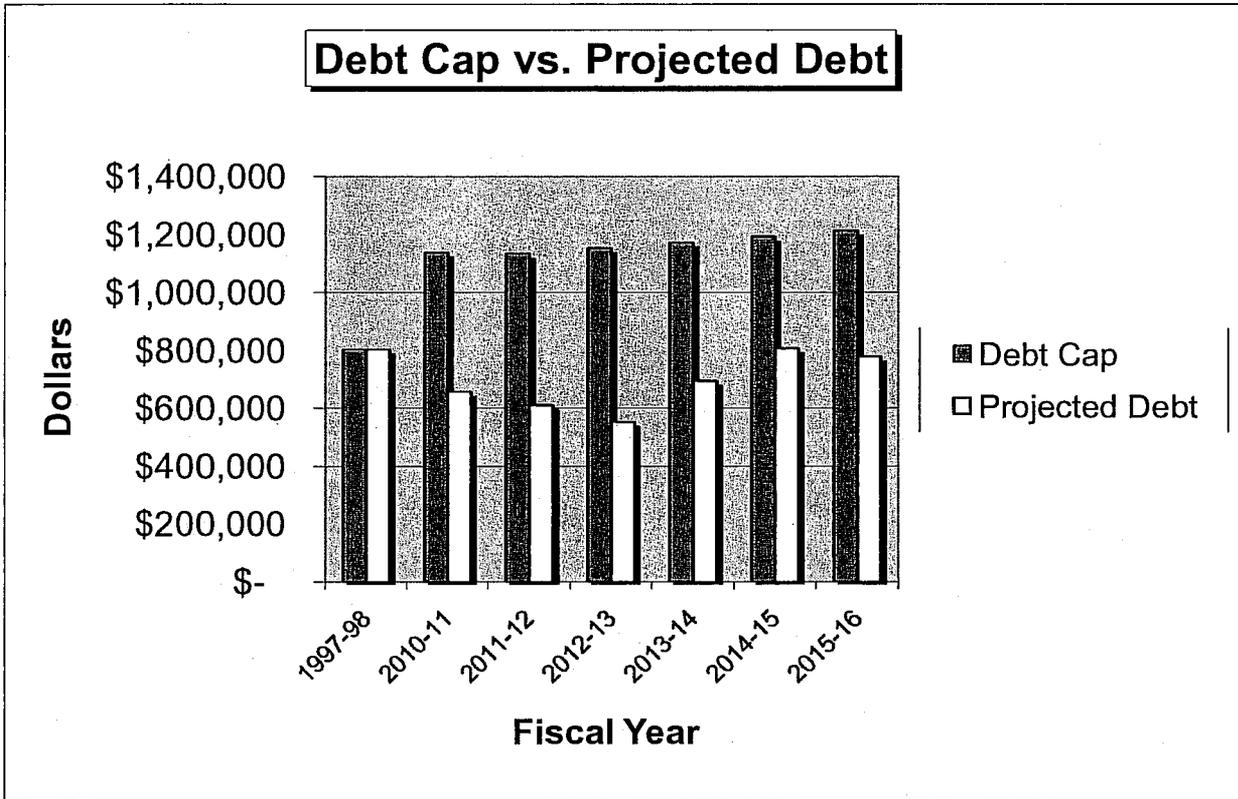
SEWER FUND

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Current Debt	\$ 611,242	\$ 552,065	\$ 418,406	\$ 399,210	\$ 382,385
Projected New Debt	\$ -	\$ -	\$ 276,210	\$ 408,013	\$ 396,415
TOTAL	\$ 611,242	\$ 552,065	\$ 694,616	\$ 807,222	\$ 778,800



SEWER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected</u> <u>Debt</u>
1997-98	base year	\$ 803,836	\$ 803,836
2010-11	actual	\$ 1,139,221	\$ 658,394
2011-12	actual	\$ 1,135,168	\$ 611,242
2012-13	projected	\$ 1,153,788	\$ 552,065
2013-14	projected	\$ 1,173,495	\$ 694,616
2014-15	projected	\$ 1,193,538	\$ 807,222
2015-16	projected	\$ 1,213,924	\$ 778,800



The sewer fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98 and the base amount represent's FY 1997-98's principal and interest payment. The base amount has been increased each year by the Consumer Price Index - All Urban Consumers (1982-84 = 100). Part of the City's capital budget process is to project the self-imposed debt cap for the next 4 fiscal years and compare the actual and projected debt amounts for those years to the self-imposed limit and develop a plan that stays under the debt cap limit.

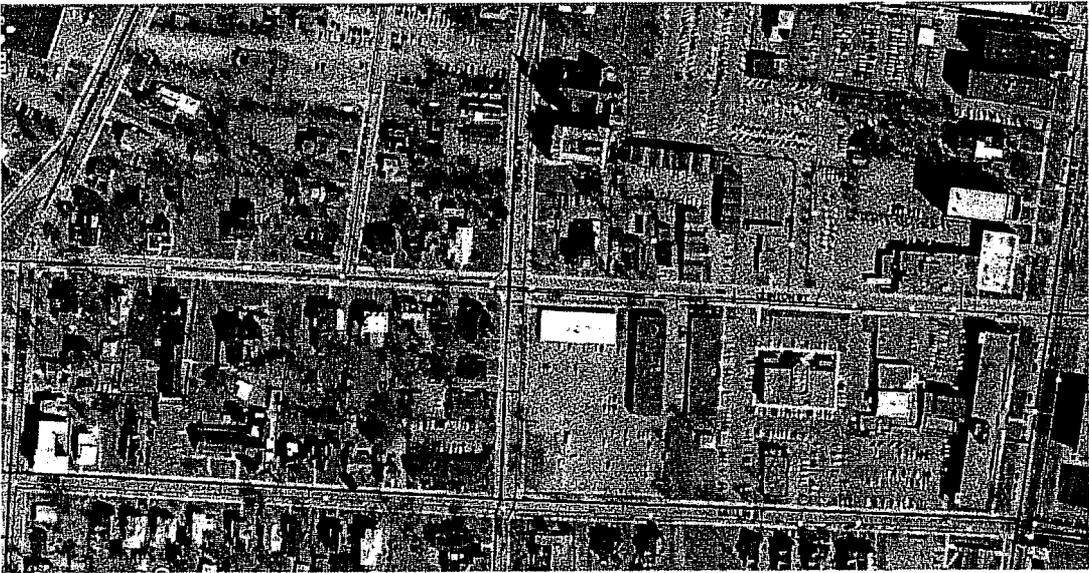
The City excludes the debt payments (actual and projected) related to the sewer service contract with the Development Authority of the North Country (DANC) from the self-imposed debt cap calculation as DANC's pro-rata share of the wastewater treatment plant's debt service is included as an offsetting revenue in the sewer fund.

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Wastewater Treatment Plant debt applicable to DANC	\$ 35,608	\$ 34,037	\$ 147,953	\$ 140,391	\$ 136,325

**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
SEWER FUND:					
WASTEWATER PLANT:					
Disinfection Facility	\$ -	2,500,000	\$ -	\$ -	\$ -
Roof replacement - trickling filter pump station	-	-	100,000	-	-
Final Settling Tank B Clarifier	-	-	-	-	70,000
TOTAL WASTEWATER PLANT	\$ -	\$ 2,500,000	\$ 100,000	\$ -	\$ 70,000
VEHICLES AND EQUIPMENT					
Sanitary Sewer Vehicles	-	12,500	120,000	22,500	-
Wastewater Plant Vehicles	-	22,000	-	-	35,000
Computer Hardware/Software	-	-	-	-	-
TOTAL VEHICLES AND EQUIPMENT	\$ -	\$ 34,500	\$ 120,000	\$ 22,500	\$ 35,000
SANITARY SEWER:					
Clinton Street	\$ 385,000	\$ -	\$ -	\$ -	\$ -
WOTS: Chestnut to Ives Street	80,000	830,000	-	-	-
Engine Street CSO abatement design	-	-	70,000	-	848,000
Factory Street	-	-	1,195,000	-	-
N.Michigan / Bronson Street	-	-	-	74,000	-
Cooper Street Outfall	-	-	-	-	225,000
Harrison Street	-	-	-	-	260,000
TOTAL SANITARY SEWER:	\$ 465,000	\$ 830,000	\$ 1,265,000	\$ 74,000	\$ 1,333,000
TOTAL SEWER FUND	\$ 465,000	\$ 3,364,500	\$ 1,485,000	\$ 96,500	\$ 1,438,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER CONSTRUCTION

PROJECT DESCRIPTION	COST
Clinton Street Reconstruction	\$2,635,000
<p>Reconstruction of approximately 2300 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer.</p>	
STREET	\$1,302,000 15 years - \$138,880
STORM SEWER	\$ 360,000 15 years - \$ 38,400
SIDEWALKS	<u>\$ 174,000</u> 15 years - \$ 18,560
GENERAL FUND	\$1,836,000
SANITARY SEWER	\$ 385,000 15 years - \$ 41,067
WATER MAIN	\$ 414,000 15 years - \$ 44,160
	
TOTAL	\$2,635,000

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER CONSTRUCTION

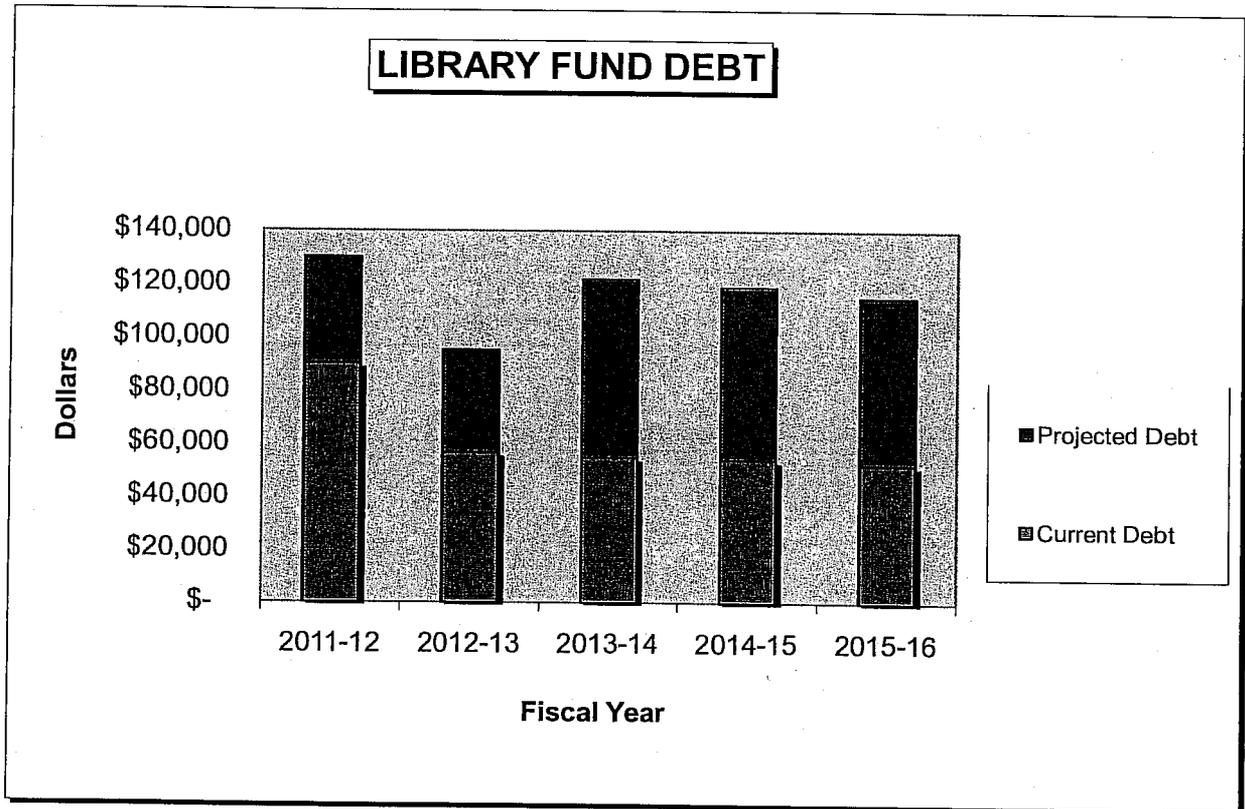
PROJECT DESCRIPTION	COST
<p>Western Outfall Trunk Sewer Design: Chestnut Street to Ives Street</p> <p>This project involves the design of sanitary sewer upgrades to the Western Outfall Trunk Sewer (WOTS) from Chestnut Street to Ives Street. This project is the next phase of a series of projects to relieve surcharging of the WOTS during wet weather events.</p>  <p>Funding to support this project will be through a transfer from the Sewer Fund (G 9950.0900).</p>	<p>\$ 80,000</p>
TOTAL	\$80,000

SEWER FUND	FY 2011-12 projects			FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects		
WASTEWATER PLANT:				Disinfection facility	D	\$ 2,500,000	Roof replacement - trickling filter pump station	O	\$ 100,000				Final Settling Tank B Clarifier	O	\$ 70,000
TOTAL WASTEWATER PLANT			\$ -			\$ 2,500,000			\$ 100,000			\$ -			\$ 70,000
VEHICLES AND EQUIPMENT				Treatment Plant vehicle replacement - operations van	O	\$ 22,000	Single axle dump truck	O	\$ 120,000	Trailer mounted sewer jetter (50%)	O	\$ 22,500	Plant maintenance vehicle	O	\$ 35,000
				Supervisors pickup truck (1/2)	O	\$ 12,500									
TOTAL VEHICLES AND EQUIPMENT			\$ -			\$ 34,500			\$ 120,000			\$ 22,500			\$ 35,000
SANITARY SEWERS	Clinton Street	D	\$ 385,000	WOTS: Chestnut St. to Ives St.	D	\$ 830,000	Factory Street	D	\$ 1,195,000	N. Michigan / Bronson St	D	\$ 74,000	Cooper Street Outfall Replacement	D	\$ 225,000
	DESIGN	O	\$ 80,000				Engine St. CSO abatement design	O	\$ 70,000				Engine St. CSO abatement - Phase I	D	\$ 848,000
													Harrison Street (Riggs Ave. Phase II)	D	\$ 260,000
TOTAL SANITARY SEWERS:			\$ 465,000			\$ 830,000			\$ 1,265,000			\$ 74,000			\$ 1,333,000
TOTAL SEWER FUND			\$ 465,000			\$ 3,364,500			\$ 1,485,000			\$ 96,500			\$ 1,438,000
SEWER FUND															
SANITARY SEWERS			\$ 465,000			\$ 830,000			\$ 1,265,000			\$ 74,000			\$ 1,333,000
VEHICLES AND EQUIPMENT			\$ -			\$ 34,500			\$ 120,000			\$ 22,500			\$ 35,000
WASTEWATER PLANT			\$ -			\$ 2,500,000			\$ 100,000			\$ -			\$ 70,000
TOTAL SEWER FUND			\$ 465,000			\$ 3,364,500			\$ 1,485,000			\$ 96,500			\$ 1,438,000
TOTAL SEWER FUND	Debt	D	\$ 385,000	Debt	D	\$ 3,330,000	Debt	D	\$ 1,195,000	Debt	D	\$ 74,000	Debt	D	\$ 1,333,000
	Operating fund transfer	O	80,000	Operating fund transfer	O	34,500	Operating fund transfer	O	220,000	Operating fund transfer	O	22,500	Operating fund transfer	O	105,000
	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			\$ 465,000			\$ 3,364,500			\$ 1,415,000			\$ 96,500			\$ 1,438,000

DEBT

LIBRARY FUND

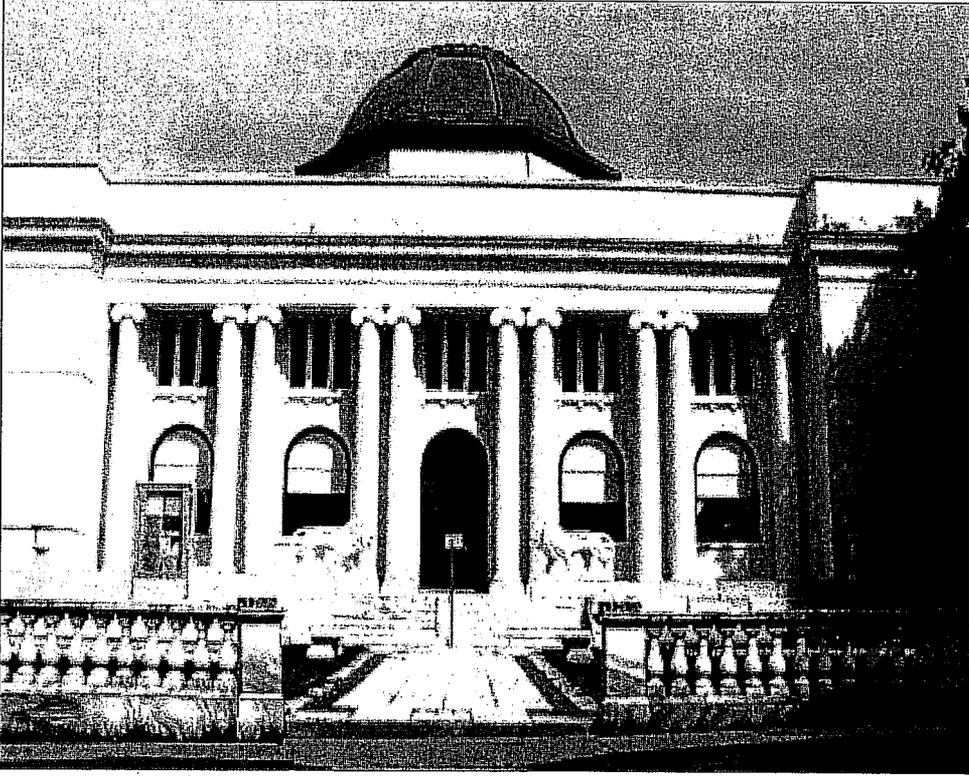
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
Current Debt	\$ 90,185	\$ 56,636	\$ 54,916	\$ 54,176	\$ 52,389
Projected New Debt	\$ 39,950	\$ 38,760	\$ 66,970	\$ 64,840	\$ 62,710
TOTAL	\$ 130,135	\$ 95,396	\$ 121,886	\$ 119,016	\$ 115,099



**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2011/12 - 2015/16**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
LIBRARY FUND:					
FACILITY IMPROVEMENTS:					
Elevator rehabilitation	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Roof rehabilitation	100,000	-	-	-	-
HVAC upgrades	200,000	-	-	-	1,001,000
Masonry restorations	-	200,000	-	-	-
Mazzanine stained glass rehabilitation	-	-	24,000	-	-
Carpet replacement	-	-	-	-	49,000
TOTAL FACILITY IMPROVEMENTS	<u>\$ 360,000</u>	<u>\$ 200,000</u>	<u>\$ 24,000</u>	<u>\$ -</u>	<u>\$ 1,050,000</u>
VEHICLES AND EQUIPMENT					
Computer Hardware/Software	\$ -	\$ 13,000	\$ -	\$ -	\$ -
TOTAL VEHICLES AND EQUIPMENT	<u>\$ -</u>	<u>\$ 13,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL LIBRARY FUND	<u>\$ 360,000</u>	<u>\$ 213,000</u>	<u>\$ 24,000</u>	<u>\$ -</u>	<u>\$ 1,050,000</u>

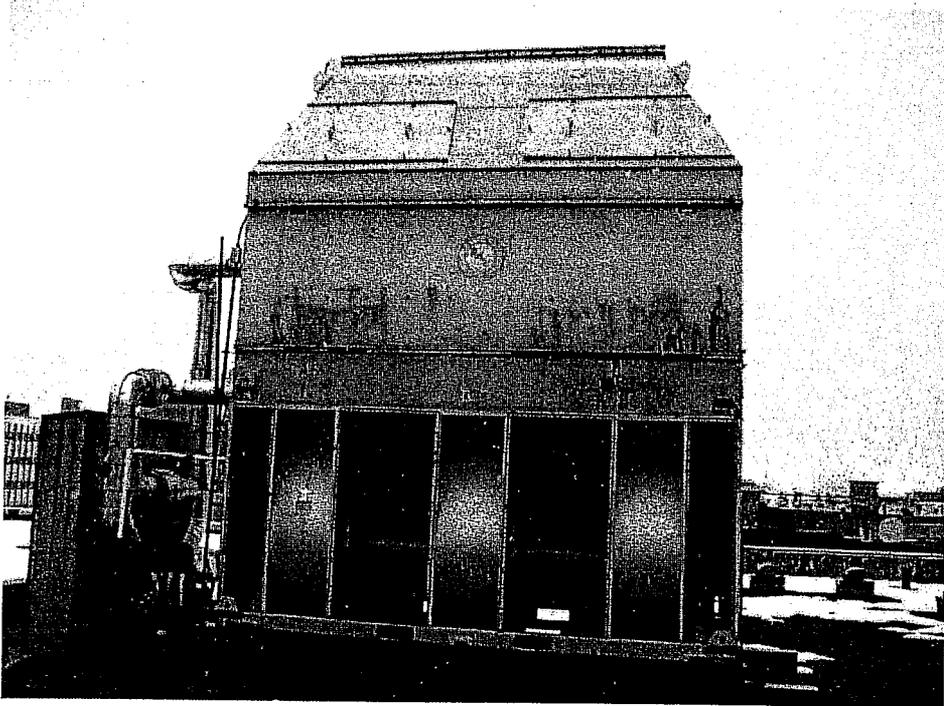
FISCAL YEAR 2011-2012
CAPITAL BUDGET
FACILITY IMPROVEMENTS
LIBRARY

PROJECT DESCRIPTION	COST
<p>Elevator Upgrade</p> <p>This project involves the upgrade and replacement of components to the existing elevator to alleviate mechanical problems that have developed in the last few years.</p>  <p>Funding to support this project will be through a transfer from the Library Fund (L 9950.0900).</p>	<p>\$ 60,000</p>
TOTAL	\$ 60,000

FISCAL YEAR 2011-2012
CAPITAL BUDGET
FACILITY IMPROVEMENTS
LIBRARY

PROJECT DESCRIPTION	COST
<p>Roof rehabilitation</p> <p>The roof over the 1975 addition of the library needs to be replaced as it is over 35 years old. Cost covers removal of existing roof in its entirety, installation of pressure treated wood blocking, adhesive preparation, installation of new insulation and finally, installation of a new Carlisle .60 fully adhered EPDM roof system complete with all required wall, drain, expansion joint and curb flashings for a completely weather tight installation.</p>  <p>Funding to support this project will be through a transfer from the Library Fund (L9950).</p>	<p>\$100,000</p>
<p>TOTAL</p>	<p>\$100,000</p>

FISCAL YEAR 2011-2012
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 LIBRARY

PROJECT DESCRIPTION	COST
<p>Cooling tower replacement</p> <p>The cooling tower on the Library roof needs to be replaced. It is nearing fifteen years old and the life of this type of equipment is typically about ten years. The cooling tower has been leaking, causing damage to surrounding areas of the roof which has caused some internal leaks inside the library. The work involves replacing it with a high efficiency tower, and an energy recovery unit.</p> 	<p>\$200,000</p>
<p>TOTAL</p>	<p>\$200,000</p>

Funding to support this project will be through a transfer from the Capital Reserve Fund (\$115,000) and a transfer from the Library Fund (\$85,000).

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16**

LIBRARY FUND	FY 2011-12 projects			FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects		
FACILITY IMPROVEMENTS	Elevator rehabilitation	O	\$ 60,000	Masonry restorations	D	\$ 200,000	Mezzanine stained glass rehabilitation	O	\$ 24,000				Carpet Replacement - Lower Floor and Childrens Area	O	\$ 49,000
	Roof rehabilitation	O	\$ 100,000										HVAC upgrades	D	\$ 1,001,000
	Chiller replacement	R/O	\$ 200,000												
	TOTAL FACILITY IMPROVEMENTS		\$ 360,000			\$ 200,000			\$ 24,000			\$ -			\$ 1,050,000
VEHICLES AND EQUIPMENT				Computer replacements	O	\$ 13,000									
TOTAL VEHICLES AND EQUIPMENT		\$ -				\$ 13,000			\$ -			\$ -			\$ -
TOTAL LIBRARY FUND		\$ 360,000				\$ 213,000			\$ 24,000			\$ -			\$ 1,050,000
LIBRARY FUND															
FACILITY IMPROVEMENTS		\$ 360,000				\$ 200,000			\$ 24,000			\$ -			\$ 1,050,000
VEHICLES AND EQUIPMENT		\$ -				\$ 13,000			\$ -			\$ -			\$ -
TOTAL LIBRARY FUND		\$ 360,000				\$ 213,000			\$ 24,000			\$ -			\$ 1,050,000
TOTAL LIBRARY FUND	Debt	D	\$ -	Debt	D	\$ 200,000	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ 1,001,000
	Operating fund transfer	O	245,000	Operating fund transfer	O	13,000	Operating fund transfer	O	24,000	Operating fund transfer	O	-	Operating fund transfer	O	49,000
	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	115,000	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			<u>\$ 360,000</u>			<u>\$ 213,000</u>			<u>\$ 24,000</u>			<u>\$ -</u>			<u>\$ 1,050,000</u>
TOTAL CAPITAL FUNDS			\$ 6,845,000			\$ 6,588,000			\$ 10,717,000			\$ 5,660,000			\$ 10,791,660
ALL FUNDS	Debt	D	\$ 4,135,000	Debt	D	\$ 4,780,000	Debt	D	\$ 3,349,850	Debt	D	\$ 2,203,000	Debt	D	\$ 8,511,660
	Operating fund transfer	O	1,663,000	Operating fund transfer	O	1,248,000	Operating fund transfer	O	1,477,000	Operating fund transfer	O	1,277,000	Operating fund transfer	O	1,720,000
	Grant	G	682,000	Grant	G	560,000	Grant	G	5,820,150	Grant	G	2,180,000	Grant	G	560,000
	Reserve fund transfer	R	365,000	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			<u>\$ 6,845,000</u>			<u>\$ 6,588,000</u>			<u>\$ 10,647,000</u>			<u>\$ 5,660,000</u>			<u>\$ 10,791,660</u>

Multi Year
Financial
Plan

CITY OF WATERTOWN, NEW YORK
MULTI-YEAR FINANCIAL PLAN
FISCAL YEARS 2011-2012 THROUGH 2015-2016

Prepared by: Office of the City Comptroller
James E. Mills, City Comptroller
April 18, 2011

Disclaimer

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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 2011-2012 through 2015-2016* 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 four 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

This report uses the 2011-12 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2007-08 through estimated 2010-11). 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 2011-12 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 2010-11

The amounts presented as the 2010-11 estimated figures were based on the actual revenue and expenditure amounts as of February 28, 2011 projected to June 30, 2011 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 (2.96%) 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 2012-13 through 2015-16. 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 3.0% annual growth for fiscal year 2012-13 through 2015-16.

Taxable Assessed Valuation

Based on discussions with the City Assessor taxable assessed values for fiscal year 2012-13 are expected to increase 1% and fiscal years 2012-13 through 2014-15 are expected to increase 2% annually.

State Aid Revenue Sharing

State Aid revenue sharing for the fiscal years 2012-13 through 2015-16 was held constant at the FY 2011-12 level of \$4,703,208.

Personal Services

For any year in which there was no collective bargaining agreement in place for a union, personal service costs were forecasted at 1%. 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 Employees' Retirement System rates used for the forecasted fiscal years were increased from the 16.9% for the Proposed fiscal year 2011-12 budget to 21.1% for fiscal year 2012-13, 23.8% for fiscal year 2013-14, 25.1% for fiscal year 2014-15 and 24.1% for fiscal year 2015-16 due to the dramatic stock market decline in 2008. The Police and Fire Retirement System rate used for the forecasted fiscal years were increased from the 22.0% for the Proposed fiscal year 2011-12 budget to 26.4% for fiscal year 2012-13, 30.2% for fiscal year 2013-14, 31.9% for fiscal year 2014-15 and 29.9% for fiscal year 2015-16 due to the dramatic stock market decline in 2008.

Health insurance costs were forecasted to increase 3.00% in the fiscal year 2012-13, 5.00% in the fiscal year 2013-14 and 7.00% for fiscal years 2014-15 and 2015-16.

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 2011/12 through 2015/16
Major Fund Summary**

	Actual		2009-10	Estimated 2010-11	Adopted 2011-12	Forecast			
	2007-08	2008-09				2012-13	2013-14	2014-15	2015-16
General Fund									
Revenues	\$34,052,339	\$36,390,196	\$35,036,788	\$35,747,457	\$36,111,269	\$36,404,636	\$37,160,894	\$37,950,895	\$38,740,419
Expenditures by Object	\$35,598,542	\$35,567,262	\$34,326,934	\$36,628,453	\$38,023,157	\$38,296,413	\$39,205,345	\$40,382,723	\$41,412,510
Surplus (Deficit)	(\$1,546,203)	\$822,934	\$709,854	(\$880,996)	(\$1,911,888)	(\$1,891,777)	(\$2,044,451)	(\$2,431,828)	(\$2,672,090)
Unreserved Fund Balance	\$9,355,531	\$10,190,420	\$10,996,928	\$10,321,924	\$8,817,020	\$6,971,790	\$4,973,888	\$2,588,608	(\$36,934)
Water Fund									
Revenues	\$4,757,279	\$4,734,488	\$4,794,682	\$4,583,461	\$4,765,100	\$4,692,548	\$4,728,950	\$4,778,891	\$4,758,432
Expenditures by Object	\$4,534,764	\$4,884,554	\$4,716,585	\$4,689,465	\$4,858,983	\$4,671,182	\$4,925,795	\$5,261,872	\$5,327,879
Surplus (Deficit)	\$222,515	(\$150,066)	\$78,097	(\$106,004)	(\$93,883)	\$21,366	(\$196,845)	(\$482,982)	(\$569,446)
Unreserved Fund Balance	\$1,305,657	\$1,141,003	\$1,015,931	\$1,016,346	\$963,442	\$982,598	\$754,222	\$378,931	(\$221,671)
Sewer Fund									
Revenues	\$4,482,177	\$3,854,437	\$4,374,681	\$5,120,639	\$4,943,182	\$4,973,094	\$4,873,141	\$4,925,026	\$4,951,491
Expenditures by Object	\$3,781,252	\$3,914,674	\$4,418,590	\$4,926,294	\$5,040,061	\$5,005,463	\$4,985,877	\$5,010,158	\$5,302,801
Surplus (Deficit)	\$700,925	(\$60,237)	(\$43,909)	\$194,345	(\$96,879)	(\$32,369)	(\$112,735)	(\$85,131)	(\$351,310)
Unreserved Fund Balance	\$333,286	\$739,011	\$1,153,784	\$1,428,418	\$1,166,304	\$923,578	\$1,322,694	\$1,249,141	\$900,308
All Major Funds									
Revenues	\$43,291,795	\$44,979,121	\$44,206,151	\$45,451,557	\$45,819,551	\$46,070,278	\$46,762,985	\$47,654,812	\$48,450,343
Expenditures by Object	\$43,914,558	\$44,366,490	\$43,462,109	\$46,244,212	\$47,922,201	\$47,973,058	\$49,117,016	\$50,654,753	\$52,043,189
Surplus (Deficit)	(\$622,763)	\$612,631	\$744,042	(\$792,655)	(\$2,102,650)	(\$1,902,780)	(\$2,354,031)	(\$2,999,940)	(\$3,592,847)
Unreserved Fund Balance	\$10,994,474	\$12,070,434	\$13,166,643	\$12,766,688	\$10,946,766	\$8,877,967	\$7,050,804	\$4,216,680	\$641,703

City of Watertown
 Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
 Property Tax Worksheet

	Actual				Adopted 2011-12	Projected				Avg. Annual Increase 2007- present	Assumptions 2011/12 - 2014/15				Description
	2007-08	2008-09	2009-10	2010-11		2012-13	2013-14	2014-15	2015-16		2012-13	2013-14	2014-15	2015-16	
Levy and Assessed Value / Rate															
Levy*	\$ 6,882,683	\$ 7,105,397	\$ 7,269,995	\$ 7,472,375	\$ 7,300,238	\$7,300,238	\$7,300,238	\$7,300,238	\$7,300,238	1%	0%	0%	0%	0%	Levy held constant to determine financial effect
Assessed Value of Taxable Property*	\$965,989,235	\$ 982,901,620	\$ 931,309,788	\$ 999,381,290	\$1,009,575,758	\$1,019,671,516	\$1,040,064,946	\$1,060,866,245	\$1,082,083,570	1%	1%	2%	2%	2%	Per City Assessor
Tax Rate per \$1,000 of Assessed Value*	\$ 7.125	\$ 7.229	\$ 7.393	\$ 7.477	\$ 7.218	\$7.159	\$7.019	\$6.881	\$6.746	0%	-1%	-2%	-2%	-2%	Calculated from levy and assessed value
Full Value and FV Rate															
Equalization Rate (available from ORPS)	100.00	97.00	92.50	95.00	95.00	93.00	90.00	87.00	85.00	-1%	-2%	-3%	-3%	-2%	Per City Assessor
Full Market Value of Taxable Property (000's)	\$965,989,235	\$1,013,300,639	\$1,006,821,392	\$1,051,980,305	\$1,062,711,324	\$1,096,420,984	\$1,155,627,718	\$1,219,386,488	\$1,273,039,494	2%	2%	2%	2%	2%	Per City Assessor
Tax Rate per \$1000 of Full Value*	\$ 7.125	\$ 7.012	\$ 7.221	\$ 7.103	\$ 6.869	\$ 6.658	\$ 6.317	\$ 5.987	\$ 5.734	-1%	-3%	-5%	-5%	-4%	Calculated from levy and full value
Tax Limit															
Property Tax Limit	\$ 13,291,957	\$ 14,697,964	\$ 16,336,178	\$ 18,156,517	\$ 19,744,495	\$ 20,403,212	\$ 20,924,939	\$ 21,494,247	\$ 22,344,507	10%	3%	3%	3%	4%	2% of full value - 5-yr rolling avg
Exclusions to Tax Limit	\$ 6,454,792	\$ 6,078,537	\$ 5,037,660	\$ 4,642,704	\$ 5,742,590	\$ 4,696,083	\$ 4,574,682	\$ 4,793,519	\$ 5,157,354	-3%	-18%	-3%	5%	8%	Estimated amount of exclusions
Tax Levy Subject to Limit	\$ 427,891	\$ 1,026,860	\$ 2,232,335	\$ 2,829,671	\$ 1,557,648	\$ 2,604,155	\$ 2,725,556	\$ 2,506,719	\$ 2,142,884	38%	67%	5%	-8%	-15%	Calculated from levy minus exclusions

City of Watertown
 Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
 General Fund Revenues

Revenues	Actual		Estimate		Adopted 2011-12	Forecast				Avg. Annual Increase 2007- present	Assumptions 2011/12 - 2014/15				Description
	2007-08	2008-09	2009-10	2010-11		2012-13	2013-14	2014-15	2015-16		2012-13	2013-14	2014-15	2015-16	
Real Property Taxes*	\$6,953,263	\$7,101,270	\$7,316,832	\$7,359,496	\$7,249,113	\$7,247,222	\$7,245,304	\$7,243,378	\$7,241,429	1%	0%	0%	0%	0%	Held constant
Real Property Tax Items	504,783	2,528,543	243,460	248,890	261,000	267,673	274,544	281,618	288,902	79%	3%	3%	3%	3%	Projected PILOT payments based on agreements
Sales and Use Tax*	15,194,501	14,466,732	15,223,095	15,985,885	16,465,000	16,958,950	17,467,719	17,991,750	18,531,503	2%	3%	3%	3%	3%	Projected annual increases of 3%
Other Non-Prop Taxes	741,628	783,240	761,756	828,479	842,000	866,934	892,606	919,038	946,253	3%	3%	3%	3%	3%	CPI
Departmental Income	3,582,947	4,022,745	4,050,470	4,445,208	4,569,350	4,718,121	4,873,199	5,034,852	5,203,360	6%	3%	3%	3%	3%	CPI or held constant depending on revenue item
Other Local Revenue	917,975	782,748	552,662	574,022	530,710	545,207	584,986	635,054	660,421	-12%	3%	7%	9%	4%	CPI or held constant depending on revenue item
State Aid - AIM *	4,757,174	5,090,176	4,988,373	4,799,192	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	0%	0%	0%	0%	0%	Held constant
State Aid - Mortgage Tax *	502,944	418,469	398,710	353,195	375,000	386,105	397,538	409,310	421,431	-7%	3%	3%	3%	3%	CPI
State Aid Other *	504,742	430,739	399,536	401,349	478,202	267,928	270,270	272,681	275,161	-1%	-44%	1%	1%	1%	CPI or held constant depending on revenue item
Federal Aid*	122,937	371,912	306,582	195,844	270,786	162,237	167,330	172,582	177,999	47%	-40%	3%	3%	3%	CPI
Interfund Transfers	269,445	393,622	795,312	555,897	366,900	281,050	284,190	287,424	290,753	21%	-23%	1%	1%	1%	Decreasing transfers from Debt Service Fund
Total Revenues	\$34,052,339	\$36,390,196	\$35,036,788	\$35,747,457	\$36,111,269	\$36,404,636	\$37,160,894	\$37,950,895	\$38,740,419	2%	1%	2%	2%	2%	
Nonrecurring Revenues Included in Revenue, Above (List):*															
Misc. Revenues, other govts. (airport expenses)	-	-	-	-	-	-	-	-	-						
801 housing PILOT balloon payment	-	2,270,641	-	-	-	-	-	-	-						
Fed Aid, Public Safety Grants	-	197,730	127,336	-	-	-	-	-	-						
Nonrecurring Revenues	\$0	\$2,468,371	\$127,336	\$0	\$0	\$0	\$0	\$0	\$0						
Recurring Revenues	\$34,052,339	\$33,921,825	\$34,909,452	\$35,747,457	\$36,111,269	\$36,404,636	\$37,160,894	\$37,950,895	\$38,740,419						

City of Watertown
 Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
 General Fund Expenditures

Expenditures by Object**	Actual		Estimate		Adopted 2011-12	Forecast				Avg. Annual Increase 2007- present	Assumptions 2011/12 - 2014/15				
	2007-08	2008-09	2009-10	2010-11		2012-13	2013-14	2014-15	2015-16		2012-13	2013-14	2014-15	2015-16	Description
Personal Services*	14,051,966	14,728,081	14,353,890	14,840,963	15,134,706	15,327,709	15,480,556	15,634,931	15,790,850	2%	1%	1%	1%	1% Known and estimated collective bargaining agreements	
Equipment and Capital Outlay*	1,208,446	716,834	479,201	821,302	1,616,703	1,140,500	1,068,000	1,189,500	1,556,000	24%	-29%	-6%	11%	31% CPI	
Contractual*	6,400,207	5,830,800	4,918,363	5,329,895	6,048,055	6,138,296	6,319,464	6,506,012	6,698,099	-1%	1%	3%	3%	3% CPI	
Debt (Principal and Interest)*	4,091,500	4,033,134	3,794,158	4,543,881	3,309,857	3,118,892	2,894,860	2,814,859	2,797,374	-4%	-6%	-7%	-3%	Per actual debt schedule + projected capital projects	
Employee Benefits*	8,896,676	9,304,533	9,762,112	9,990,913	10,552,159	11,531,534	12,374,717	13,140,572	13,443,375	4%	9%	7%	6%	2% Projected increases for retirement and health insurance	
Interfund Transfers to Other Funds	949,747	953,880	1,019,210	1,101,499	1,361,677	1,039,483	1,067,747	1,096,849	1,126,812	10%	-24%	3%	3%	3% CPI	
Total Expenditures (by Object)	\$35,598,542	\$35,567,262	\$34,326,934	\$36,628,453	\$38,023,157	\$38,296,413	\$39,205,345	\$40,382,723	\$41,412,510	2%					
Expenditures By Function**															
General Governmental Support	\$3,832,149	\$3,849,629	\$3,538,381	\$3,721,607	\$4,022,361	\$4,184,963	\$4,294,122	\$4,408,532	\$4,481,142	1%	4%	3%	3%	2% Result of analysis of expenditures by object	
Public Safety	14,950,063	15,205,104	14,398,062	15,467,468	15,898,412	16,528,530	17,112,207	17,591,105	17,709,240	2%	4%	4%	3%	1% Result of analysis of expenditures by object	
Transportation	5,210,278	5,265,925	5,137,519	5,243,310	5,595,738	5,798,394	5,987,550	6,155,898	6,273,022	2%	4%	3%	3%	2% Result of analysis of expenditures by object	
Economic Opp & Developmt	66,505	58,698	52,440	54,183	78,600	60,335	62,073	63,863	65,705	6%	-23%	3%	3%	3% Result of analysis of expenditures by object	
Culture and Recreation	1,152,218	1,181,007	1,130,994	1,151,521	1,299,866	1,290,771	1,330,383	1,365,766	1,391,560	3%	-1%	3%	3%	2% Result of analysis of expenditures by object	
Home and Community Services	1,259,769	1,228,614	1,313,072	1,216,113	1,420,788	1,422,943	1,469,974	1,513,843	1,546,881	3%	0%	3%	3%	2% Result of analysis of expenditures by object	
Employee Benefits (retirees only)	3,000,285	3,308,319	3,561,694	3,479,688	3,424,852	3,512,140	3,687,318	3,944,556	4,219,775	4%	3%	5%	7%	7% Result of analysis of expenditures by object	
Debt Service	4,091,500	4,033,134	3,794,158	4,543,881	3,309,857	3,118,892	2,894,860	2,814,859	2,797,374	-4%	-6%	-7%	-3%	-1% Result of analysis of expenditures by object	
Interfund Transfers to Other Funds	2,035,775	1,436,832	1,400,614	1,569,934	2,754,677	2,154,983	2,135,747	2,286,349	2,682,812	14%	-23%	-1%	7%	17% Result of analysis of expenditures by object	
Other	-	-	-	180,747	218,006	224,462	231,109	237,952	244,999	#DIV/0!	3%	3%	3%	3% Includes contingency	
Total Expenditures (by Function)	\$35,598,542	\$35,567,262	\$34,326,934	\$36,628,453	\$38,023,157	\$38,296,413	\$39,205,345	\$40,382,723	\$41,412,510	2%					
Nonrecurring Expenditures Included Above (List):															
Fire grant expenditures	\$ -	\$ 219,700	\$ 141,484	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Nonrecurring Expenditures	\$0	\$219,700	\$141,484	\$0	\$0	\$0	\$0	\$0	\$0						

**City of Watertown
Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
General Fund Surplus (Deficit), Reserves, and Impact of Local Actions**

	Actual		Estimate		Adopted 2011-12	Forecast			
	2007-08	2008-09	2009-10	2010-11		2012-13	2013-14	2014-15	2015-16
Surplus (Deficit)	\$ (1,546,203)	\$ 822,934	\$ 709,854	\$ (880,996)	\$ (1,911,888)	\$ (1,891,777)	\$ (2,044,451)	\$ (2,431,828)	\$ (2,672,090)
Budgetary Reserves and Other Net Assets*									
Fund Equity, Beg. of Year	\$ 11,930,034	\$ 10,449,312	\$ 11,330,180	\$ 12,098,863	\$ 11,242,867	\$ 9,330,979	\$ 7,439,201	\$ 5,394,751	\$ 2,962,923
Fund Equity, End of Year	\$ 10,383,831	\$ 11,272,246	\$ 12,040,034	\$ 11,217,867	\$ 9,330,979	\$ 7,439,201	\$ 5,394,751	\$ 2,962,923	\$ 290,833
Reserved Fund Balance - Capital	\$ 848,125	\$ 891,436	\$ 910,162	\$ 695,943	\$ 313,959	\$ 267,411	\$ 220,863	\$ 174,315	\$ 127,767
Reserved Fund Balance - Encumbrances	\$ 180,175	\$ 190,390	\$ 132,944	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Unreserved Fund Balance - Appropriated	\$ 110,000	\$ 1,165,000	\$ 700,000	\$ 946,592	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Unappropriated	\$ 9,245,531	\$ 9,025,420	\$ 10,296,928	\$ 9,375,332	\$ 8,817,020	\$ 6,971,790	\$ 4,973,888	\$ 2,588,608	\$ (36,934)
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	25.71%	29.08%	30.76%	28.58%	24.22%	18.76%	13.11%	6.68%	-0.09%
Potential Strategies to Promote Fiscal Balance									
<i>Describe Recurring Local Actions:</i>									
Increase property tax levy by 7% - FY 12/13						\$ 524,120	\$ 524,120	\$ 524,120	\$ 524,120
Increase property tax levy by 7% - FY 13/14						\$ -	\$ 560,809	\$ 560,809	\$ 560,809
Increase property tax levy by 7% - FY 14/15						\$ -	\$ -	\$ 600,065	\$ 600,065
Increase property tax levy by 7% - FY 15/16						\$ -	\$ -	\$ -	\$ 642,070
Reduce departmental operating expenses						\$ -	\$ -	\$ -	\$ -
Cut/delay proposed capital projects						\$ -	\$ -	\$ -	\$ -
Departmental income - increase fees						\$ -	\$ -	\$ -	\$ -
<i>Describe Nonrecurring Local Actions:</i>									
Appropriate unreserved fund balance					\$ 946,592	\$ 1,320,157	\$ 912,022	\$ 699,334	\$ 297,527
Appropriate reserved fund balance					\$ 415,665	\$ 47,500	\$ 47,500	\$ 47,500	\$ 47,500
<i>Describe State Actions:</i>									
<i>Describe Other Actions:</i>									
Total Effect of Potential Strategies to Promote Fiscal Balance					\$ 1,362,257	\$ 1,891,777	\$ 2,044,451	\$ 2,431,828	\$ 2,672,090
Fiscal Condition AFTER Adjusting for Effects of All Strategies to Promote Fiscal Balance									
New Surplus (Deficit)	\$ (1,546,203)	\$ 822,934	\$ 709,854	\$ (880,996)	\$ (1,911,888)	\$ -	\$ -	\$ -	\$ -
Fund Equity, Beg. of Year	\$ 11,930,034	\$ 10,449,312	\$ 11,330,180	\$ 12,098,863	\$ 11,242,867	\$ 9,330,979	\$ 7,963,322	\$ 7,003,800	\$ 6,256,966
Fund Equity, End of Year	\$ 10,383,831	\$ 11,272,246	\$ 12,040,034	\$ 11,217,867	\$ 9,330,979	\$ 7,963,322	\$ 7,003,800	\$ 6,256,966	\$ 5,911,939
Reserved Fund Balance - Capital	\$ 848,125	\$ 891,436	\$ 910,162	\$ 695,943	\$ 313,959	\$ 267,411	\$ 220,863	\$ 174,315	\$ 127,767
Reserved Fund Balance - Encumbrances	\$ 180,175	\$ 190,390	\$ 132,944	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Unreserved Fund Balance - Appropriated	\$ 110,000	\$ 1,165,000	\$ 700,000	\$ 946,592	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance	\$ 9,245,531	\$ 9,025,420	\$ 10,296,928	\$ 9,375,332	\$ 8,817,020	\$ 7,495,911	\$ 6,582,937	\$ 5,882,651	\$ 5,584,172
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	25.71%	29.08%	30.76%	28.58%	24.22%	20.17%	17.35%	15.18%	14.13%

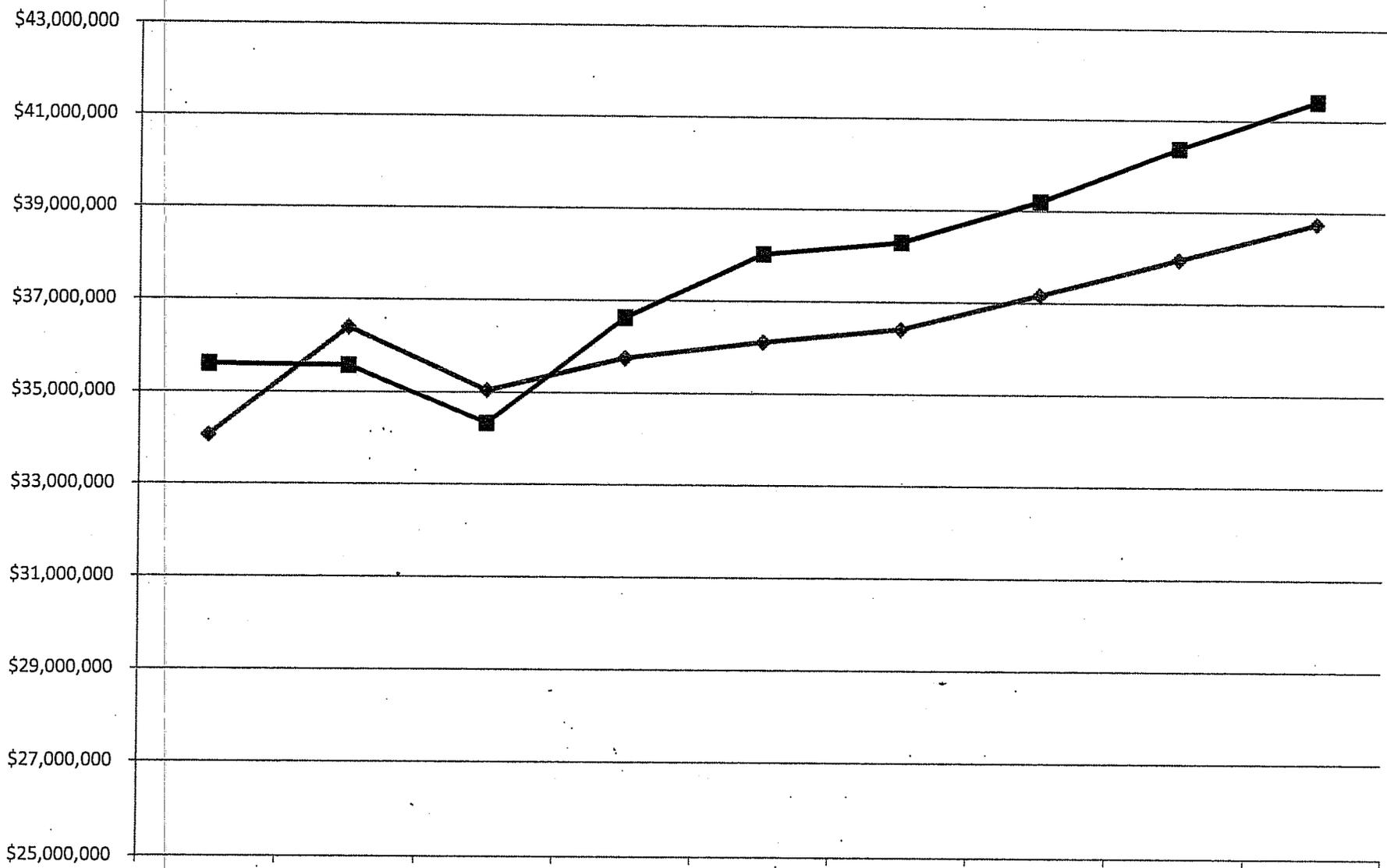
City of Watertown
Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
Sewer Fund

	Actual		Estimate		Adopted 2011-12	Forecast				
	2007-08	2008-09	2009-10	2010-11		2012-13	2013-14	2014-15	2015-16	
Revenues										
Real Property Tax and Tax Items *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Rents and Charges	\$ 3,739,443	\$ 4,252,146	\$ 4,407,798	\$ 4,947,427	\$ 4,843,257	\$ 4,874,846	\$ 4,774,560	\$ 4,826,102	\$ 4,852,213	\$ 4,852,213
Other (Interest, Penalties, Misc.)	\$ 99,091	\$ 110,406	\$ 104,520	\$ 102,212	\$ 98,925	\$ 97,249	\$ 97,582	\$ 97,925	\$ 98,278	\$ 98,278
Interfund Transfers	\$ 15,903	\$ 12,129	\$ 526,105	\$ 71,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Total Revenues	\$ 3,854,437	\$ 4,374,681	\$ 5,038,423	\$ 5,120,639	\$ 4,943,182	\$ 4,973,094	\$ 4,873,141	\$ 4,925,026	\$ 4,951,491	\$ 4,951,491
Expenditures										
Personal Services*	\$ 1,005,004	\$ 1,033,869	\$ 1,022,613	\$ 997,118	\$ 1,073,700	\$ 1,095,174	\$ 1,106,126	\$ 1,117,187	\$ 1,128,359	\$ 1,128,359
Equipment and Capital Outlay *	\$ 28,170	\$ 23,126	\$ 85,794	\$ 44,648	\$ 131,600	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Contractual *	\$ 1,606,373	\$ 1,567,749	\$ 1,668,445	\$ 1,762,875	\$ 1,848,192	\$ 1,902,921	\$ 1,959,272	\$ 2,017,291	\$ 2,077,027	\$ 2,077,027
Debt Service (Principal and Interest) *	\$ 593,389	\$ 707,685	\$ 683,416	\$ 699,778	\$ 647,211	\$ 586,102	\$ 842,569	\$ 947,614	\$ 915,125	\$ 915,125
Employee Benefits *	\$ 461,527	\$ 582,245	\$ 651,886	\$ 546,550	\$ 609,358	\$ 671,766	\$ 722,910	\$ 766,566	\$ 787,290	\$ 787,290
Interfund Transfers to Other Funds *	\$ 86,789	\$ -	\$ 306,436	\$ 875,325	\$ 730,000	\$ 699,500	\$ 305,000	\$ 111,500	\$ 345,000	\$ 345,000
Total Expenditures	\$ 3,781,252	\$ 3,914,674	\$ 4,418,590	\$ 4,926,294	\$ 5,040,061	\$ 5,005,463	\$ 4,985,877	\$ 5,010,158	\$ 5,302,801	\$ 5,302,801
Surplus (Deficit)	\$ 73,185	\$ 460,007	\$ 619,833	\$ 194,345	\$ (96,879)	\$ (32,369)	\$ (112,735)	\$ (85,132)	\$ (351,310)	\$ (351,310)
Potential Strategies to Promote Fiscal Balance										
<i>Describe Local Actions</i>										
Increase sewer rates (FY 12/13 = - 0.6%)						\$ (7,274)	\$ (7,274)	\$ (7,274)	\$ (7,274)	\$ (7,274)
Increase sewer rates (FY 13/14 = 3.3%)						\$ -	\$ 108,157	\$ 108,157	\$ 108,157	\$ 108,157
Increase sewer rates (FY 14/15 = - 1.0%)						\$ -	\$ -	\$ (27,330)	\$ (27,330)	\$ (27,330)
Increase sewer rates (FY 15/16 = 9.7%)						\$ -	\$ -	\$ -	\$ 275,278	\$ 275,278
Appropriate debt reserve fund balance					\$ 84,765	\$ 39,643	\$ 11,852	\$ 11,578	\$ 2,478	\$ 2,478
Appropriate fund balance						\$ -	\$ -	\$ -	\$ -	\$ -
<i>Describe State Actions</i>										
<i>Describe Other Actions</i>										
Total Effect of Strategies to Promote Fiscal Balance					\$ 84,765	\$ 32,369	\$ 112,735	\$ 85,132	\$ 351,310	\$ 351,310
Budgetary Reserves and Other Net Assets										
Fund Equity, Beg. of Year	\$ 331,364	\$ 404,549	\$ 864,556	\$ 1,484,389	\$ 1,678,734	\$ 1,581,855	\$ 1,549,486	\$ 1,436,750	\$ 1,351,619	\$ 1,351,619
Fund Equity, End of Year	\$ 404,549	\$ 864,556	\$ 1,484,389	\$ 1,678,734	\$ 1,581,855	\$ 1,549,486	\$ 1,436,750	\$ 1,351,619	\$ 1,000,308	\$ 1,000,308
Reserved Fund Balance - Debt Service	\$ -	\$ -	\$ 236,394	\$ 150,316	\$ 65,551	\$ 25,908	\$ 14,056	\$ 2,478	\$ -	\$ -
Reserved Fund Balance - Encumbrances	\$ 71,263	\$ 125,545	\$ 94,211	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Reserved Fund Balance - Capital	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance	\$ 333,286	\$ 739,011	\$ 1,153,784	\$ 1,428,418	\$ 1,166,304	\$ 923,578	\$ 1,322,694	\$ 1,249,141	\$ 900,308	\$ 900,308
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance										
New Surplus (Deficit)					\$ (12,114)	\$ -				
Fund Equity, Beg. of Year					\$ 1,678,734	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855
Fund Equity, End of Year					\$ 1,581,855	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855	\$ 1,581,855
Reserved Fund Balance					\$ 165,551	\$ 125,908	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Unreserved Fund Balance					\$ 1,416,304	\$ 1,455,947	\$ 1,481,855	\$ 1,481,855	\$ 1,481,855	\$ 1,481,855

City of Watertown
Five Year Financial Plan, Fiscal Years 2011/12 through 2015/16
Employment / Salary Negotiations

Bargaining Unit	Date of Contract	Length of Contract	Actual			Adopted		Forecast			
			2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Police	7/1/2009	3 years	4.00%	3.50%	2.50%	2.50%	2.00%	1.00%	1.00%	1.00%	1.00%
Fire	7/1/2009	2 years	4.00%	3.50%	0.00%	0.00%	1.00%	1.00%	1.00%	1.00%	1.00%
CSEA	7/1/2010	3 years	3.00%	2.50%	2.50%	2.50%	1.50%	2.00%	1.00%	1.00%	1.00%
IBEW	7/1/2010	3 years	3.25%	3.25%	3.25%	0.00%	2.00%	2.50%	1.00%	1.00%	1.00%
Number of Employees*											
Total			448	459	435	430	432	432	432	432	432
Full-time			336	334	318	314	316	316	316	316	316
Part-time			25	30	31	35	35	35	35	35	35
Seasonal			87	95	86	81	81	81	81	81	81
Full-time equivalents (FTE's)			349	355	354	342	342	341	341	341	341

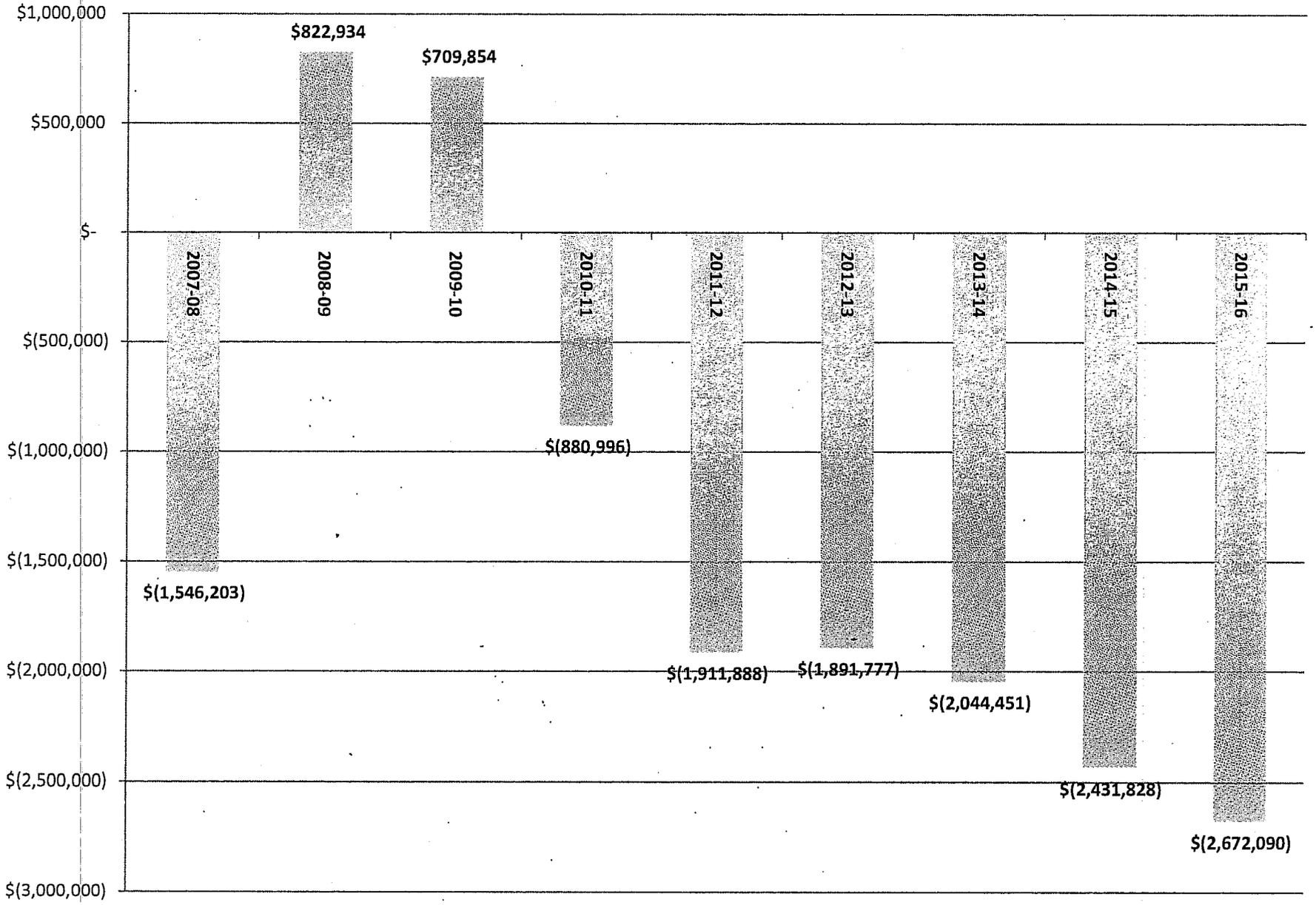
General Fund: Revenues and Expenditures



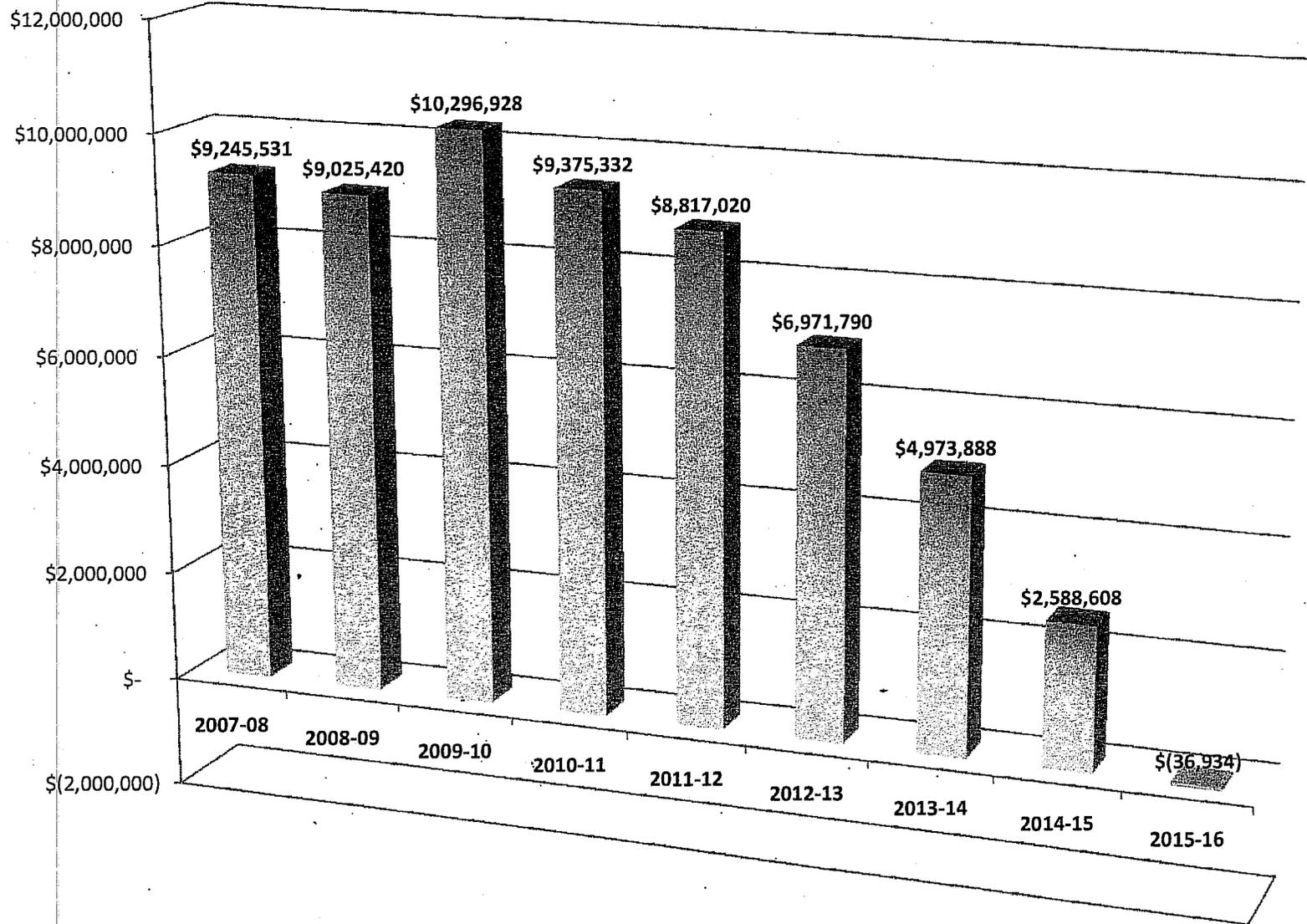
- 304 -

◆ Revenues ■ Expenditures by Object

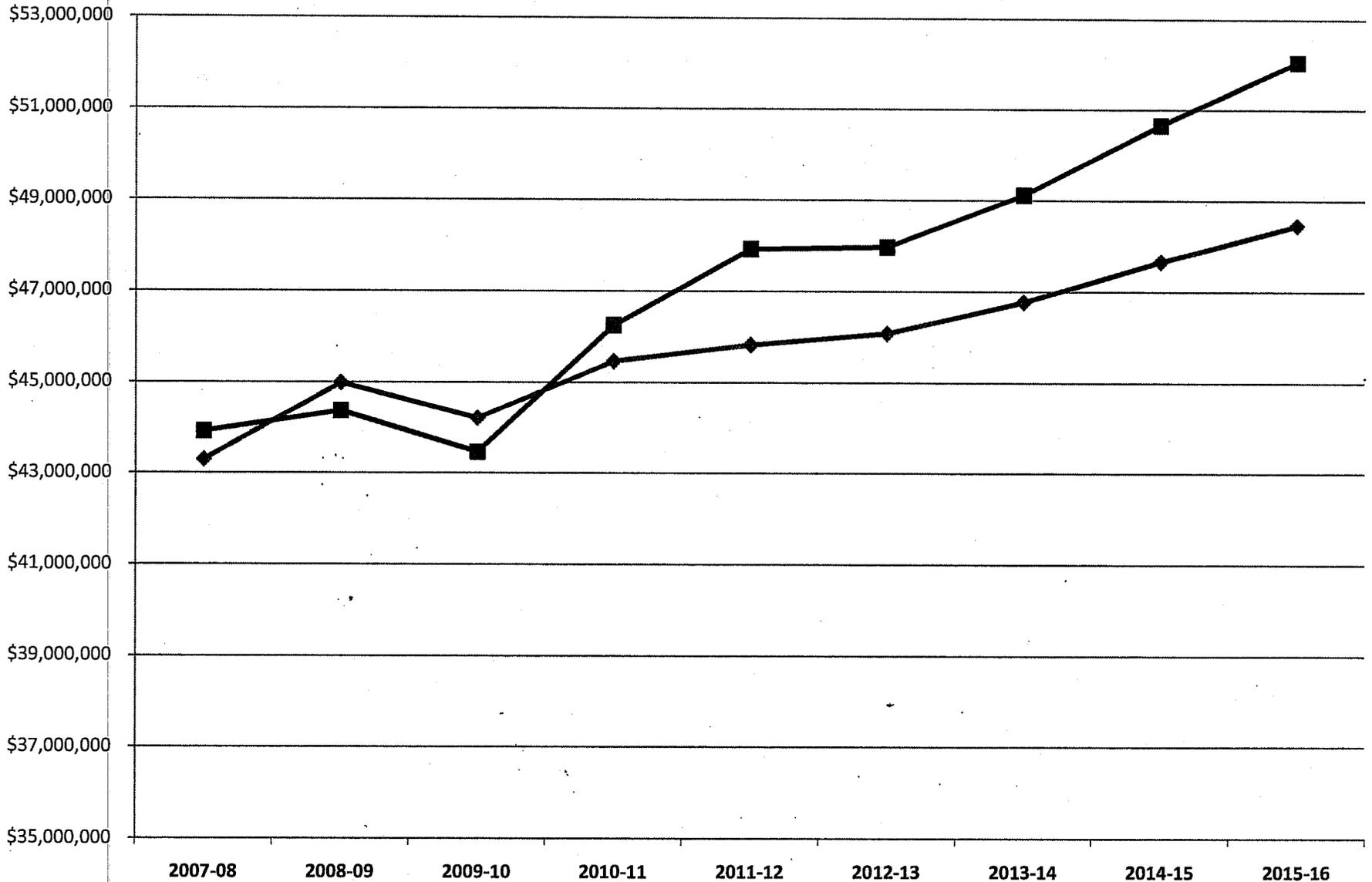
General Fund: Surplus (Deficit)



General Fund Unreserved - Unappropriated Ending Fund Balance (Actual and Projected)

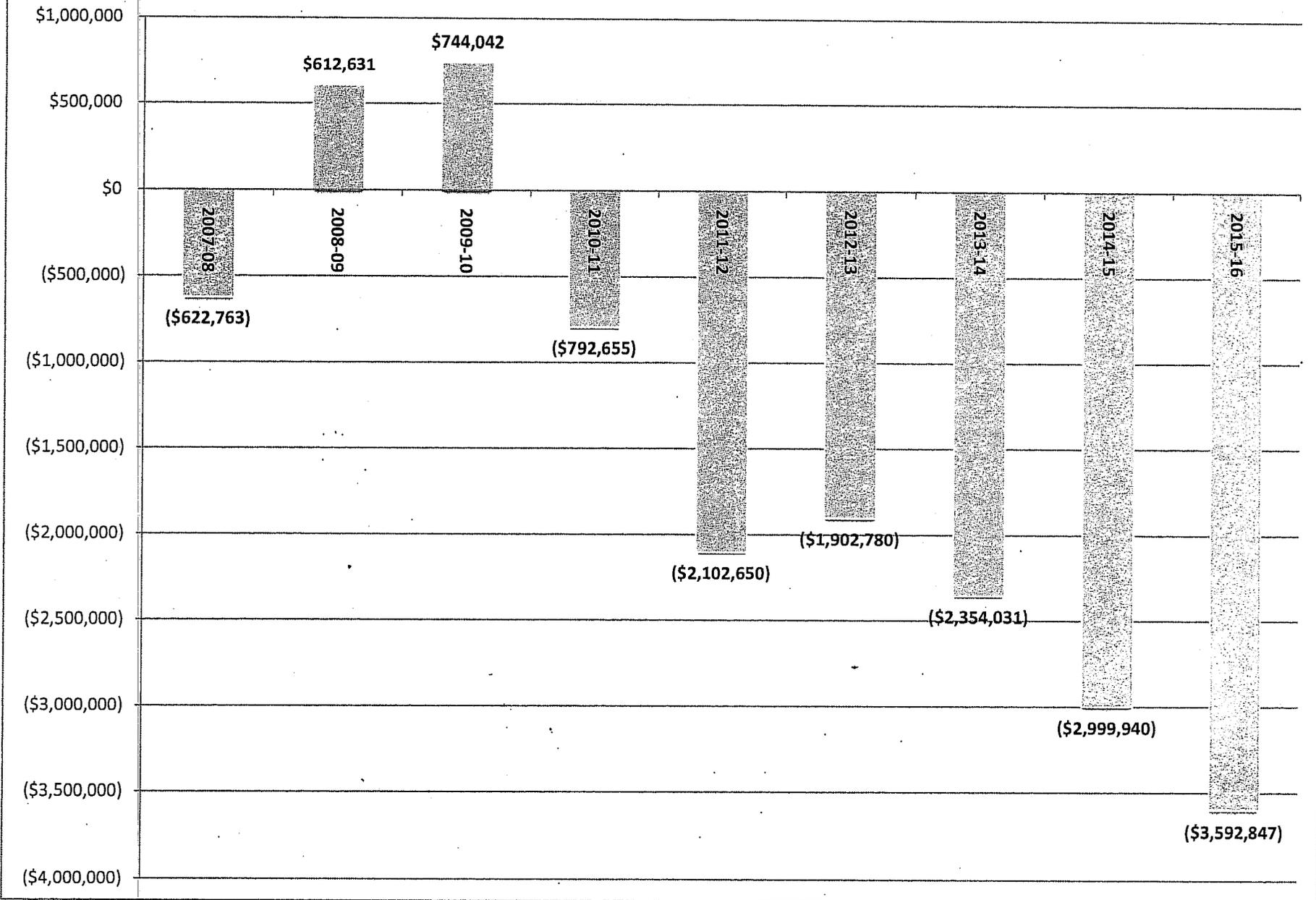


Major Funds: Revenues and Expenditures

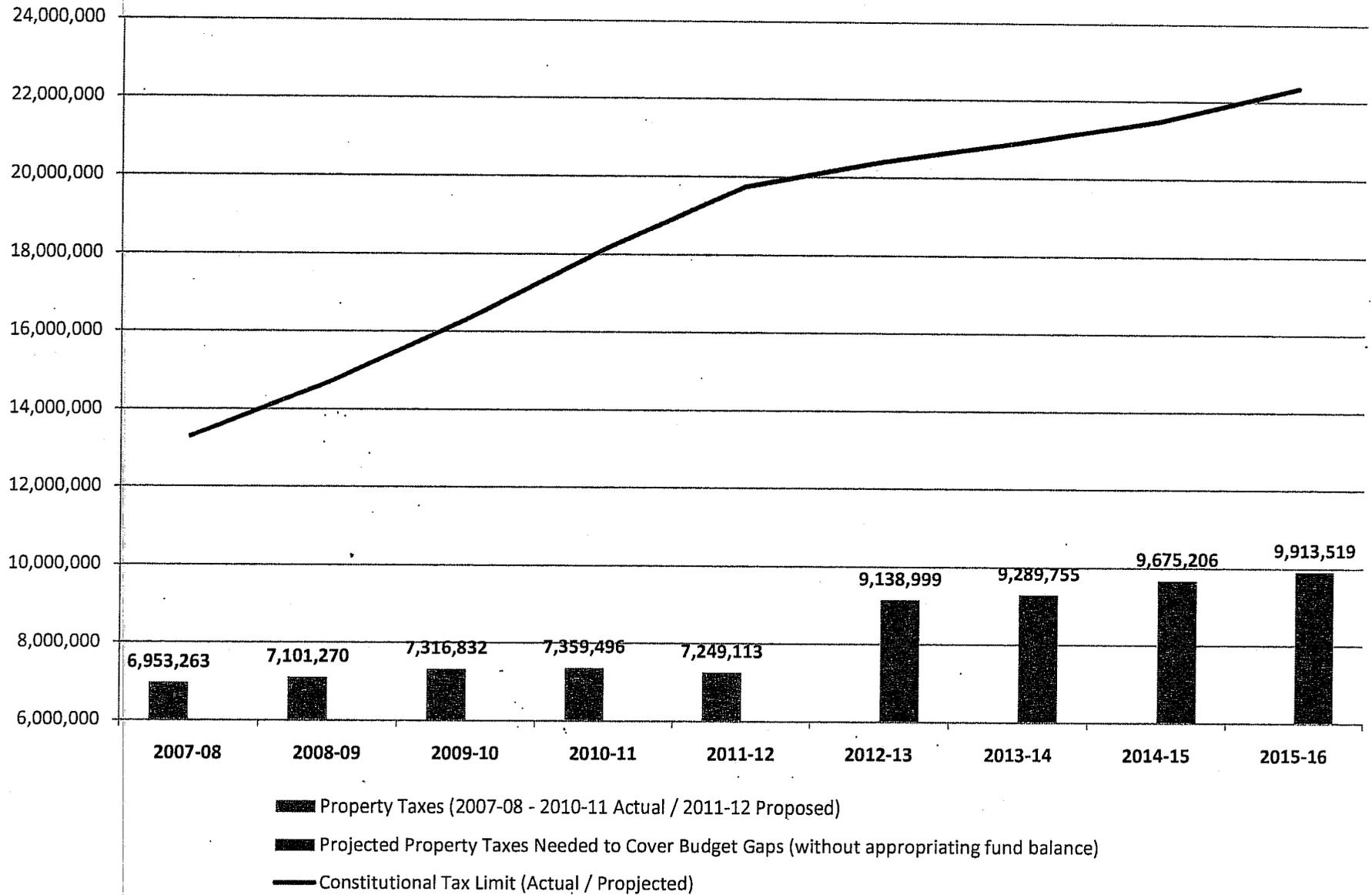


◆ Revenues ■ Expenditures by Object

Major Funds: Surplus (Deficit)



Property Tax Levy Necessary to Cover Projected Budget Gaps



Exemption
Impact
Report



**NYS BOARD OF REAL PROPERTY SERVICES
LOCAL GOVERNMENT EXEMPTION IMPACT REPORT**
(for local use only – not to be filed with NYS Board of Real Property Services)

Date: 3/21/2011

Taxing Jurisdiction: City of Watertown

Fiscal Year Beginning: July 1, 2011

Total equalized value in taxing jurisdiction: **\$1,538,384,525**

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Total Equalized Value (Column E)	Percentage of Value Exempted (Column F)
12100	NYS - GENERALLY	RPTL 404(1)	34	\$22,032,474	1.43%
13100	CO - GENERALLY	RPTL 406(1)	108	\$37,588,738	2.44%
13350	CITY - GENERALLY	RPTL 406(1)	206	\$87,062,737	5.66%
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	\$263,158	0.02%
13800	SCHOOL DISTRICT	RPTL 408	11	\$37,570,528	2.44%
14000	LOCAL AUTHORITIES SPECIFIED	RPTL 412	1	\$183,368	0.01%
14100	USA - GENERALLY	RPTL 400(1)	3	\$11,097,684	0.72%
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	6	\$12,900,315	0.84%
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	PUB HSNG L 52(3)&(5)	8	\$20,496,000	1.33%
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	9	\$1,469,158	0.10%
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	60	\$45,153,498	2.94%
25120	NONPROF CORP - EDUCL(CONST PROT)	RPTL 420-a	3	\$1,404,842	0.09%
25130	NONPROF CORP - CHAR (CONST PROT)	RPTL 420-a	6	\$5,337,158	0.35%
25210	NONPROF CORP - HOSPITAL	RPTL 420-a	17	\$64,914,263	4.22%
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	18	\$11,615,264	0.76%
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	1	\$541,895	0.04%
25500	NONPROF MED, DENTAL, HOSP SVCE	RPTL 486	2	\$1,062,000	0.07%
26100	VETERANS ORGANIZATION	RPTL 452	2	\$727,474	0.05%
27200	RAILROAD - WHOLLY EXEMPT	RPTL 489-d&dd	1	\$2,677,003	0.17%
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	1	\$300,526	0.02%
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	4	\$9,019,684	0.59%
28520	NOT-FOR-PROFIT NURSING HOME CO	RPTL 422	1	\$22,284,947	1.45%
28540	NOT-FOR-PROFIT HOUS CO - HOSTELS	RPTL 422	25	\$4,478,053	0.29%
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	17	\$37,580	0.00%
41111	VET PRO RATA: FULL VALUE ASSMT	RPTL 458(5)	73	\$3,087,907	0.20%
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	424	\$5,747,380	0.37%
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	585	\$13,142,384	0.85%
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	205	\$4,712,019	0.31%
41400	CLERGY	RPTL 460	3	\$4,737	0.00%
41800	PERSONS AGE 65 OR OVER	RPTL 467	128	\$3,738,184	0.24%
41801	PERSONS AGE 65 OR OVER	RPTL 467	1	\$37,105	0.00%
44213	HOME IMPROVEMENTS	RPTL 421-f	7	\$383,013	0.02%
44216	HOME IMPROVEMENTS	RPTL 421-f	60	\$678,452	0.04%
47611	BUSINESS INVESTMENT PROPERTY	RPTL 485-b	39	\$7,154,497	0.47%
47670	PROPERTY IMPRVMT IN EMPIRE ZONE	RPTL 485-e	31	\$18,741,191	1.22%
48660	HOUSING DEVELOPMENT FUND CO	P H F I L 577,654-a	1	\$1,070,632	0.07%
48670	REDEVELOPMENT HOUSING CO	P H F I L 125 & 127	14	\$17,036,789	1.11%
Totals			2116	\$475,752,637	30.93%

The exempt amounts do not take into consideration any payments for municipal services.

Amount, if any, attributed to payments in lieu of taxes: \$145,997.69
(details contained on RP-495-PILOT)

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

U.S.A. OWNED - RPTL §400(1)

Real property that is owned by the U.S. Government.

\$10,542,800 - 0.72%

of parcels 3

PILOT Payments \$0

Impact* \$7.91

STATE MANDATED

NYS OWNED - RPTL §404(1)

Real property owned by the State of New York or any of its departments or agencies.

\$20,930,850 - 1.43%

of parcels 34

PILOT Payments \$0

Impact* \$15.55

STATE MANDATED

CITY OWNED - RPTL §406(1)

Real property that is owned by a city, is located within the boundaries of the owning municipal corporation, and is held for public use.

\$82,709,600 - 5.66%

of parcels 206

PILOT Payments \$0

Impact* \$57.96

STATE MANDATED

COUNTY OWNED - RPTL §406(1)

Real property that is owned by a county, is located within the boundaries of the owning municipal corporation, and is held for public use.

\$35,709,300 - 2.44%

of parcels 108

PILOT Payments \$0

Impact* \$26.15

STATE MANDATED

SCHOOLPROP - RPTL §408

Real property owned by a school district or Board of Cooperative Educational Services (BOCES).

\$35,692,000 - 2.44%

of parcels 11

PILOT Payments \$0

Impact* \$26.14

STATE MANDATED

Ind Develop Agency - RPTL §412-a & Gen Muny L §874

Real property that is owned or under the control of a municipal industrial development agency (IDA) and is located and used as required.

\$12,255,300 - 0.84%

of parcels 6

PILOT Payments \$68,711

Impact* \$2.06

STATE MANDATED

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final) .

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
<p>NotForProfit-Char - RPTL §420-a \$5,070,300 - 0.35% # of parcels 6 PILOT Payments \$0 Impact* \$3.82 STATE MANDATED</p>	<p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for charitable purposes and is used for carrying out this purpose.</p>
<p>NotForProfit-Educ - RPTL §420-a \$1,334,600 - 0.09% # of parcels 3 PILOT Payments \$0 Impact* \$1.01 STATE MANDATED</p>	<p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for educational purposes and is used for carrying out this purpose.</p>
<p>NotForProfit-Hosp - RPTL §420-a \$61,668,550 - 4.22% # of parcels 17 PILOT Payments \$0 Impact* \$44.06 STATE MANDATED</p>	<p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for hospital purposes and is used for carrying out this purpose.</p>
<p>NotForProfit-Moral - RPTL §420-a \$11,034,500 - 0.76% # of parcels 18 PILOT Payments \$0 Impact* \$8.28 STATE MANDATED</p>	<p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for the moral or mental improvement of men, women, or children and is used for carrying out this purpose.</p>
<p>NotForProfit-Relig - RPTL §420-a \$42,895,820 - 2.94% # of parcels 60 PILOT Payments \$0 Impact* \$31.20 STATE MANDATED</p>	<p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for religious purposes and is used for carrying out this purpose.</p>
<p>HOSTEL - RPTL §422 \$4,254,150 - 0.29% # of parcels 25 PILOT Payments \$0 Impact* \$3.21 STATE MANDATED</p>	<p>Real property owned by certain private housing companies that is used for a hostel for the mentally ill or retarded.</p>

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

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Name - Legal Authority

Description

NOPROF-HSG - RPTL §422

\$8,568,700 - 0.59%

of parcels 4

PILOT Payments \$0

Impact* \$6.44

STATE MANDATED

This exemption applies to property owned by certain private housing companies that is used for housing and auxiliary facilities for aged persons of low income.

NPROFNURSG - RPTL §422

\$21,170,700 - 1.45%

of parcels 1

PILOT Payments \$0

Impact* \$15.72

STATE MANDATED

Real property owned by certain private housing companies that is used for a nursing home or other health-related facility for low-income persons.

CEMTRYASSC - RPTL §446

\$285,500 - 0.02%

of parcels 1

PILOT Payments \$0

Impact* \$0.22

STATE MANDATED

Real property that is actually and exclusively used for cemetery purposes, or consists of unimproved land in which interments are reasonably and in good faith anticipated.

Veterans Organization - RPTL §452

\$691,100 - 0.05%

of parcels 2

PILOT Payments \$0

Impact* \$0.52

STATE MANDATED

Real property owned by a corporation, association, or post of war veterans of the U.S. Armed Forces (such as the American Legion).

CLERGY - RPTL §460

\$4,500 - 0.00%

of parcels 3

PILOT Payments \$0

Impact* \$0.00

STATE MANDATED

Real property that is owned by a member of the clergy who is engaged in the work of his or her religious denomination to the extent of \$1,500 of assessed value.

Religious Residence - RPTL §462

\$1,395,700 - 0.10%

of parcels 9

PILOT Payments \$0

Impact* \$1.06

STATE MANDATED

Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
NOPROFMED - RPTL §486 & Ins L §4310(j) \$1,008,900 - 0.07% # of parcels 2 PILOT Payments \$0 Impact* \$0.76 STATE MANDATED	Real property owned by nonprofit medical indemnity corporations, dental indemnity corporations, health service corporations, and hospital service corporations.

RAILROAD - RPTL §489-d, 489-dd \$2,543,153 - 0.17% # of parcels 1 PILOT Payments \$0 Impact* \$1.92 STATE MANDATED	Transportation property of railroads receiving ceiling values determined by the NYS Board of Real Property Services is exempt from taxation and special ad valorem levies to the extent that its assessed value exceeds the ceiling value.
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Sub Totals for State Mandated Exemptions

Exempt amount \$359,766,023

of parcels 520

% of assessment roll 24.62%

PILOT payments \$68,711.10

Impact* \$254.00

Name - Legal Authority	Description
Local Authority DANC - \$174,200 - 0.01% # of parcels 1 PILOT Payments \$0 Impact* \$0.13 LOCAL OPTION	
PHFL Article 5 - PHFL §125, §127 \$16,184,150 - 1.11% # of parcels 14 PILOT Payments \$41,637 Impact* \$7.78 LOCAL OPTION	New or rehabilitated dwellings that are located in substandard or insanitary areas, owned by redevelopment companies, and used for low-income or moderate-income housing.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

**Housing Dev Fund CTS - PHFL
\$577(1),(3)**

\$1,017,100 - 0.07%

of parcels 1

PILOT Payments \$0

Impact* \$0.77

LOCAL OPTION

Real property that is owned or under the control of a housing development fund company which is a subsidiary of the NYS Urban Development Corporation (UDC) but is not organized on a not-for-profit basis, and is used for co-op low-income housing.

**Municipal Housing - Pub Hsng L
\$52(3), 52(5), 52(6)**

\$19,471,200 - 1.33%

of parcels 8

PILOT Payments \$35,650

Impact* \$10.82

LOCAL OPTION

Real property that is owned or under the control of a municipal housing authority (MHA), financed or aided by a municipality or the federal government, but not by New York State, and used for low-income housing.

Town O/S Limits - RPTL §406(2)

\$250,000 - 0.02%

of parcels 1

PILOT Payments \$0

Impact* \$0.19

LOCAL OPTION

Two types of property owned by a town outside its boundaries: (1) a sewage disposal plant or system owned by any municipality and (2) a water plant, pumping station, water treatment plant, watershed, or reservoir. The exemption is allowed only if agreed to in writing by the governing board of the taxing jurisdiction in which the property is located.

**NotForProfit-Permis - RPTL
\$420-b**

\$514,800 - 0.04%

of parcels 1

PILOT Payments \$0

Impact* \$0.39

LOCAL OPTION

Real property that is owned by a nonprofit corporation or association organized exclusively for one or more specific purposes (bible, tract, benevolent, missionary, infirmary, public playground, scientific, literary, bar association, medical society, library, patriotic, historical, development of good sportsmanship for persons under age 18 through the conduct of supervised athletic games, or enforcement of laws relating to children or animals) and is used exclusively for carrying out one or more of these purposes. Each of these purposes is exempt unless specifically revoked by local law, ordinance, or resolution (after a public hearing).

**Home Imp 421-F City - RPTL
\$421-f**

\$363,863 - 0.02%

of parcels 7

PILOT Payments \$0

Impact* \$0.28

LOCAL OPTION

One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$80,000. This exemption applies only to the City and is given only in the event that the exemption is greater than the \$50,000 School limit.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

Home Imp 421-F City &S - RPTL §421-f

\$644,530 - 0.04%

of parcels 60

PILOT Payments \$0

Impact* \$0.49

LOCAL OPTION

One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$50,000.

% VET CT - RPTL §458

\$2,933,511 - 0.20%

of parcels 73

PILOT Payments \$0

Impact* \$2.22

LOCAL OPTION

Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds". Before it's repeal in 1994 this exemption was given to all recipients of the standard eligible fund exemption requiring a change to the exempt amount in proportion to the change in assessed value of the veteran's property resulting from a revaluation.

VETFUNDC/T - RPTL §458

\$35,700 - 0.00%

of parcels 17

PILOT Payments \$0

Impact* \$0.03

LOCAL OPTION

Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds".

VET COM CT - RPTL §458-a

\$12,485,260 - 0.85%

of parcels 585

PILOT Payments \$0

Impact* \$9.35

LOCAL OPTION

The primary residence of a veteran of the United States Armed Services who actively served during a period of war and served in a combat zone.

VET DIS CT - RPTL §458-a

\$4,476,418 - 0.31%

of parcels 205

PILOT Payments \$0

Impact* \$3.38

LOCAL OPTION

The primary residence of a veteran who sustained service-related disabilities, as evidenced by receipt of disability compensation rating from the Veterans Administration or the Department of Defense are eligible for a percentage exemption equal to one-half of their disability rating.

VET WAR CT - RPTL §458-a

\$5,460,011 - 0.37%

of parcels 424

PILOT Payments \$0

Impact* \$4.12

LOCAL OPTION

The primary residence of a veteran of the United States Armed Services who actively served during a period of war.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

AGED C/T - RPTL §467

\$35,250 - 0.00%

of parcels 1

PILOT Payments \$0

Impact* \$0.03

LOCAL OPTION

AGED C/T/S - RPTL §467

\$3,551,270 - 0.24%

of parcels 128

PILOT Payments \$0

Impact* \$2.68

LOCAL OPTION

Real property that is owned by persons 65 years of age or older whose income does not exceed \$18,500.

Bus Improv 485-B - RPTL §485-b

\$6,796,771 - 0.47%

of parcels 39

PILOT Payments \$0

Impact* \$5.12

LOCAL OPTION

Newly constructed commercial and industrial facilities at a cost exceeding \$10,000 are exempt for 50% of new construction's value. Exemption decreases each year until fully taxable in year 11.

EDZ 485-E - RPTL §485-e

\$17,739,234 - 1.21%

of parcels 31

PILOT Payments \$0

Impact* \$13.22

LOCAL OPTION

Real property that is located in a designated empire zone and is constructed or improved after the zone is designated is exempt for 100% of new construction value for 7 years. Exemption expires in year 11 after 3 years of partial exemption.

Sub Totals for Local Option Exemptions

Exempt amount \$92,133,268

of parcels 1596

% of assessment roll 6.30%

PILOT payments \$77,286.59

Impact* \$60.98

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final).

City of Watertown 2011 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Grand Totals for All Exemptions

Exempt amount \$451,899,291

of parcels 2116

% of assessment roll 30.92%

PILOT payments \$145,997.69

Impact* \$314.98

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$105,855 and a tax levy of \$7,300,238 (Final) .