

A budget that reflects
the values and priorities
of our city and its residents.

City of
Watertown
New York

ADOPTED BUDGET

FISCAL YEAR 2012-2013

CITY OF WATERTOWN NEW YORK

2012-13 BUDGET

City Council

Jeffrey E. Graham, Mayor

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

City Manager

John C. Krol

City Management Team

Joseph J. Goss	Police Chief
Kurt W. Hauk	City Engineer
James E. Mills	City Comptroller
Dale C. Herman	Fire Chief
Eugene P. Hayes	Superintendent of Public Works
Michael J. Sligar	Superintendent of Water
Kenneth A. Mix	Planning and Community Development Coordinator
Peter J. Keenan	Information Technology Manager
Erin E. Gardner	Superintendent of Parks and Recreation
Brian S. Phelps	City Assessor
Ann M. Saunders	City Clerk
Amy M. Pastuf	Purchasing Manager
Barbara J. Wheeler	Library Director
Elizabeth U. Morris	Executive Sec. Civil Service
Slye & Burrows	City Attorney



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

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

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

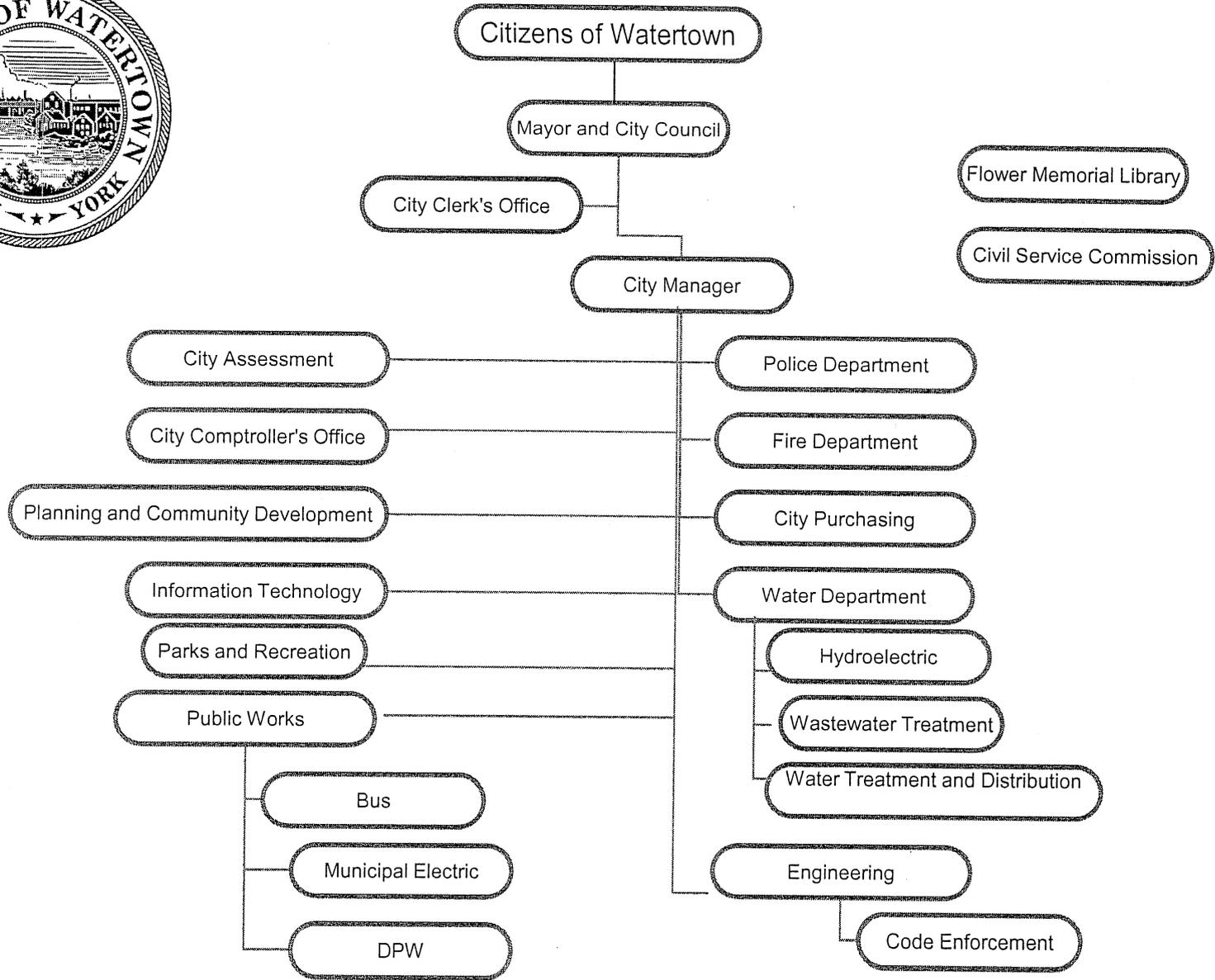
To succeed in our mission, we believe that:

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

City of Watertown Profile

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2010 Census)	27,023
Population Density (per acre)	4.48
Land Area (square miles)	9.4
Annual Unemployment Rate (City) 2011	9.2%
2011 Equalized Full Value of Real Property @95%	\$1,503,384,525
Median Household Income (2010)	\$36,998
Building/Maintenance Permits Issued (2011)	656 Permits - \$50,580,980 value
Miles of Street	95.4
Number of Acres of Parks and Playgrounds	491
Number of Streetlights	2,632
Public Utilities (number of active accounts) Water and Sewer	8,937
Bond Rating (General Obligation Bonds)	Moody's Investor Services Aa3
Number of Employees	Full Time 324 Part Time 43





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April 16, 2012

Honorable Mayor and City Council Members:

Watertown has for the past five years, been in a unique situation when compared to other small cities in New York State. Our sales tax has grown and we continue to see commercial and residential development; however, the City of Watertown is not completely 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 continues to add to the stability of our economy this year, as more Canadians travelled to our area. The promotions we've done with the Town of Watertown and the Thousand Island Regional Tourism Council have drawn 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. My job is also to develop a budget that reflects the values and priorities of the City and its residents.

Projected increases in retirement contribution rates, increases in health insurance premiums, the increasing cost of gasoline, and low interest rates, 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 three years the City will have increased retirement payments totaling \$2,100,000 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 19.3% to 22.5% in 2014-2015, with a five year step down beginning in 2015-16. For Police and Fire personnel, the current year's expense is 26.3% and it will grow to 32.5% 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. Over the past two weeks, City Comptroller James M. Mills and I have been working with NYS Office of Budget to understand the Legislation adopted by New York State under Part S of Chapter 57 of the Laws of 2012, the Education, Labor and Family Assistance Article VII Bill, which provides for a one-time advancement of State Aid to the City of Watertown in the amount up to \$3,100,000. After careful consideration and multiple discussions with the NYS Office of Budget I have incorporated this one time advance of State Aid into this year's spending plan. On the appropriation side, our plan calls for the utilization of this advance of State Aid to fund a Capital Reserve that will support the majority of the 'pay as you go' capital plan for facility improvements and major equipment replacements for Fiscal Years 2013-14 through 2016-17. This will address the structural imbalance that the City has shown in the out years, and allow us to do the much needed maintenance on facilities like the Arena.

This year's budget increases the levy by 2% over last year's level, maintains water rates and sewer rates, 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. The General Fund budget also calls for an increase in the charge for refuse stickers and totes effective July 1, 2012. As detailed below, it has been more than twelve years since we adjusted the price of stickers and more than nine since we looked at the cost of providing tote service.

Like last year, our capital plan is not as aggressive as in prior years. 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.

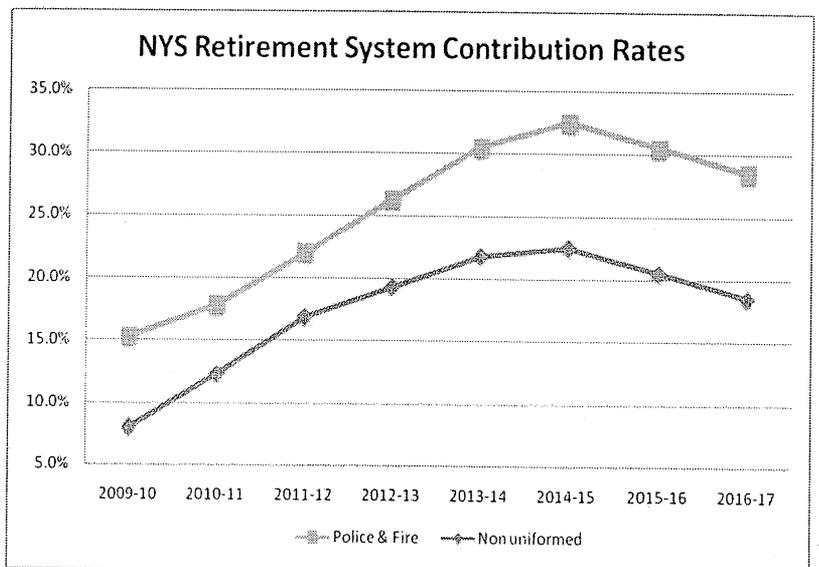
COMBINED BUDGETS

Total recommended appropriations for Fiscal Year 2012-13 are \$53,772,018. This is a 7.7% increase over the adopted Fiscal Year 2011-12 budget.

Fund	2011-12	2012-13	Change	% Change
General	\$38,023,157	\$42,097,172	\$4,074,015	10.7%
Water	\$4,858,983	\$4,666,976	(\$192,007)	-3.9%
Sewer	\$5,028,811	\$5,326,609	\$297,798	5.9%
Library	\$1,495,161	\$1,469,886	(\$25,275)	-1.7%
Tourism	<u>\$237,000</u>	<u>\$211,375</u>	<u>(\$25,625)</u>	<u>-10.8%</u>
Total	\$49,643,112	\$53,772,018	\$4,128,906	8.3%

As I indicated, the most significant factor affecting the Proposed Budget for Fiscal Year 2012-13 and future City Budgets continues to be the long-term impact of the economic downturn and its impact on the financial stability of the New York State Retirement System. The assets of the State Pension Fund lost more than 40% of its 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 Governor Cuomo has made significant strides over the past year toward changing the benefits to new members of the NYS Retirement System, it will take a generation before municipalities see the full impact of these changes. If you think back just a few short



years, 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. The current budget contains retirement rates of 16.9% for non-uniformed employees and 22.0% for Police and Fire, and in this proposed budget the rates have again increased to 19.3% for non-uniformed employees and 26.3% for Police and Fire. By Fiscal Year 2014-15, a mere two years from now, retirement rates are anticipated to increase to as much as 22.5% of payroll for non-uniformed employees, and 32.5% of payroll for Police and Fire. It is anticipated that after that time, the rates will begin to recede, but never to the pre-FY 2009-10 levels and at a much slower pace than we saw them increase.

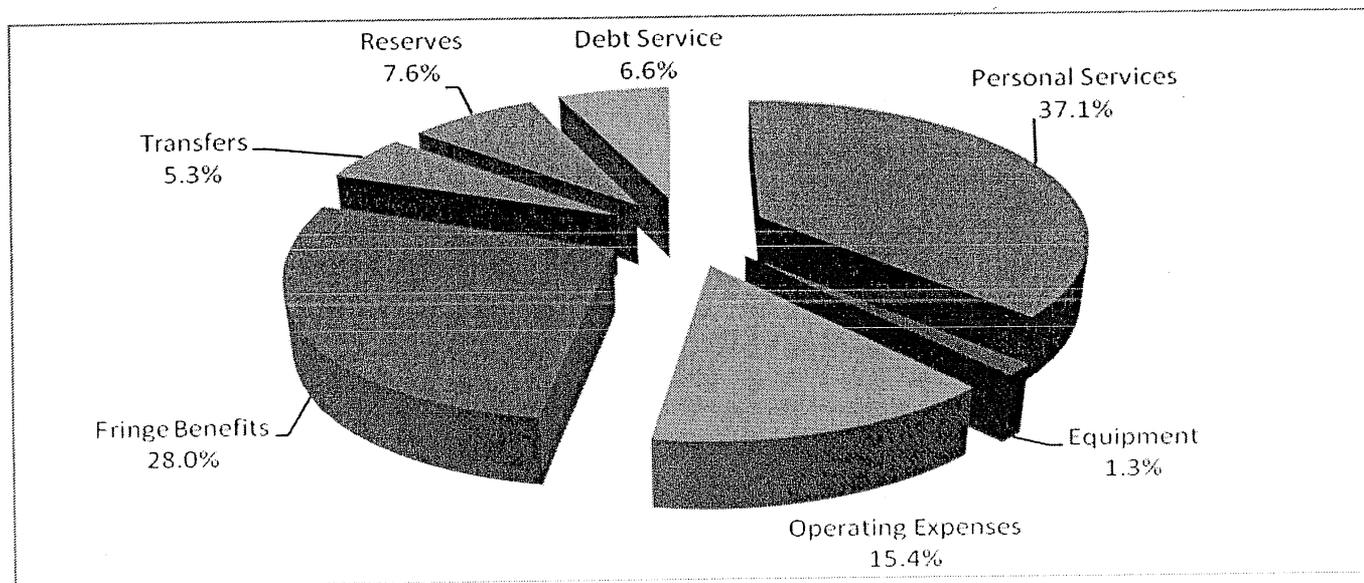
Negotiated wage increases for Police, CSEA and I.B.E.W. employees along with their associated fringe benefits, are contained in the individual department budgets. Since a successor Agreement to the one that expired on June 30, 2011 has not been ratified with Fire as of the drafting of this document, proposed salary adjustments and fringe benefits for Fire personnel and Management employees are contained in the contingent account in each fund.

This year's budget includes the addition of the Program Manager in Parks and Recreation; eliminates effective 12/31, the Assistant Superintendent of Public Works, and adds a Fleet Manager to Central Garage, and provides a salary increase for one of the Street and Sewer Maintenance Supervisors for assuming other duties of the Assistant Superintendent of Public Works. Additionally, one of the Motor Equipment Mechanic positions has been upgraded to Head Motor Equipment Mechanic. An Account Clerk Typist position has been upgraded to a Senior Account Clerk Typist, based on a Civil Service review of the employee's duties as part of the Fox Lawson Study. At the request of our new Water Superintendent, a SCADA Technician position was added to the budget, the cost of which is split between water, sewer and hydro.

GENERAL FUND BUDGET

Appropriations:

My proposed Fiscal Year 2012-13 General Fund budget calls for appropriations of \$42,097,172 which is an increase of \$4,074,015. This represents a 10.7% increase over FY 2011-12, 8.2% of which is associated with the increased Transfer to Capital Reserve (AIM), and an additional 1.6% is associated with increased retirement expenses.



Over the past six years, we have worked diligently to reduce the City's higher than average debt burden. In the past, many of the items we borrowed for were more operational in nature and I believe should have been paid for out of operations.

This proposed 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 2012-13 Budget contains an appropriation of \$927,500 in a transfer to the Capital Fund to pay for capital improvement projects that are not recommended for bonding. This is a decrease of \$465,500 or 33.42% less than last year. At the same time, more equipment purchases have been incorporated into the operating funds thereby increasing outright purchase of equipment within the General Fund by \$317,323.

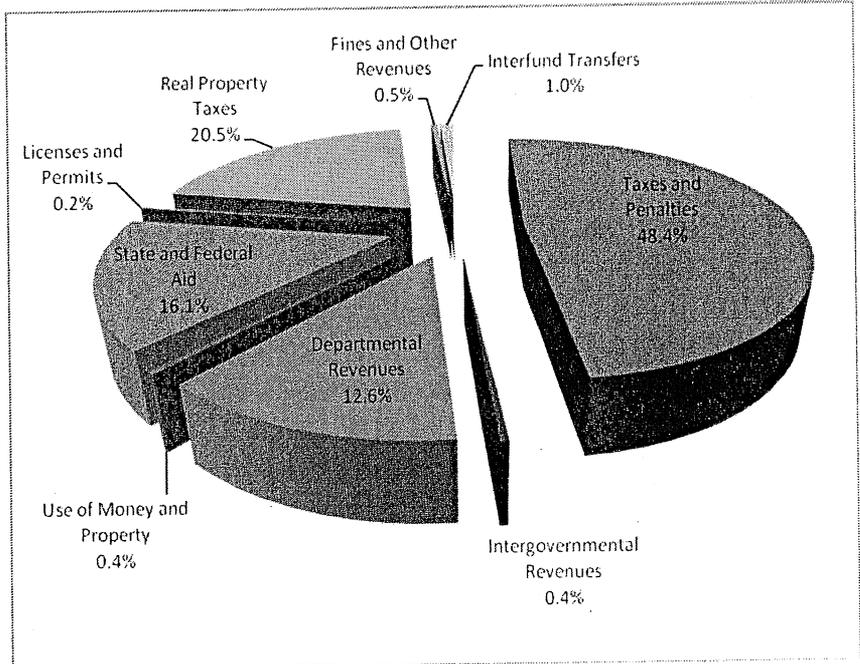
This year, because of the onetime increase in AIM funding, a Transfer to Capital Reserve is recommended. This Capital Reserve will be used to cover the costs associated with capital projects that would have been 'pay as you go' funded projects funded through operating budgets. Using the one-time AIM revenue to support these one-time expenditures over the next four years gets the City beyond the retirement expense peak and at the same time, addresses needed facility improvements. It also provides funding for larger vehicle purchases over the next four years.

Once again, the Department heads have worked hard to hold the reins on operating costs. As you can see from the chart above, the costs associated with employees' salaries and fringes represent 65.1 % of the overall budget, this is down from 68.7% last year. Overall, personnel costs are increasing 1.9% or \$295,922.

As I've shared, we will continue to see increases in retirement expenses; this budget contains \$593,720 in additional appropriation for retirement. This year we are also seeing our Health Insurance premiums increase by 5.8%. This translates into an increase of \$457,878 to cover active and retired employees. The costs associated with debt service have decreased from 8.8% to 6.6% of General Fund spending, or a decrease of \$546,927.

Revenues:

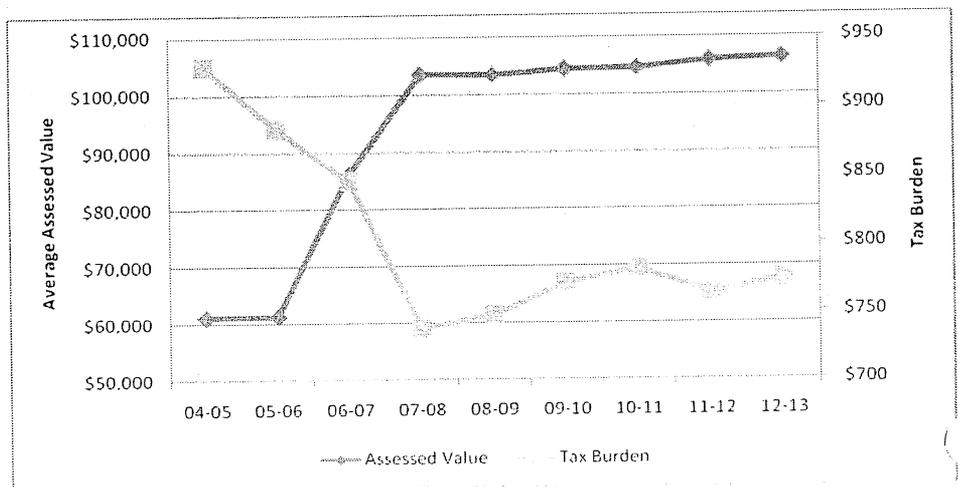
This budget contains \$33,166,405 in revenues other than real property taxes. This is a \$3,562,849 increase, 12.04%, over the current year's budget. Adjusted for the one-time \$3,100,000 in State Aid, the net increase in revenues would be \$462,849, or a 1.56% increase.



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-electric revenues.

During this past year Sales Tax revenues have grown with the help of the Canadian market and soldiers and family members returning to Fort Drum, and we are projecting continuing increases for the remainder of FY 2011-12. At this point in time, Sales Tax is over our budgeted amount for Fiscal Year 2011-12, collections for the first three quarters grew over actual revenues received during Fiscal Year 2010-11. Fiscal Year 2011-12 Sales Tax is budgeted at \$16,465,000. For Fiscal Year 2012-13, proposed sales tax revenue is \$17,860,000 which is \$1,395,000 more than budgeted for in FY 2011-12, which represents an 8.5% increase.

My proposed General Fund budget calls for a 2% increase in the Real Property Tax Levy; therefore the levy increases to \$7,446,243. For a property owner whose property has a taxable assessed value of \$200,000, this tax levy means an increased tax burden of \$12.84 for Fiscal Year 2012-13.



As shown in the adjacent

chart, over the past 9 years property owners' home values have grown by 74% while their City tax burden has decreased by 16.6%.

	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%
2012	60.71%	1.03%	31.48%	0.90%	5.88%

The City's taxable assessed value grew by \$10,581,203 or 1.05% this year. The City's equalization rate this year is expected to be 89.0%. The Real Property Tax residential component has decreased slightly this year to 60.71% with an increased share being borne by commercial

properties. At the same time, the average assessment for a single-family home increased slightly this year to \$106,292 compared to \$105,855 in FY 2011-12.

This year's budget proposes a tax rate of \$7.282 per \$1,000 of assessed value, up \$0.064 over the current year's rate. This is a tax rate increase of 0.89%. 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 \$10 in taxes.

This year's budget also contains a proposed increase for refuse stickers and refuse totes. It has been more than twelve years since the price for refuse stickers was set, and in the ensuing years the cost of providing the service has continued to increase. Staff has reviewed the costs associated with this service

Pay Per Bag Program	
Jul-92	Implemented Pay Per Bag \$3.00 32 gallon bag \$2.00 16 gallon bag
Oct-93	Added Additional Bag Option \$1.00 8 gallon bag
1994	Discontinued 8 gallon bag
Jul-99	Discontinued Bags Implemented Sticker Program \$2.50 sticker program
Mar-03	Introduced Tote Carts \$3.00 week 32 gallon \$4.50 week 64 gallon \$6.00 week 96 gallon
Jul-12	Proposed Pricing \$3.00 Sticker \$3.50 week 32 gallon \$5.25 week 64 gallon \$7.00 week 96 gallon

and has determined that \$3.00 is the unit price that should be charged to cover the cost of refuse and recycling. Costs associated with green waste collection were not factored into this pricing, as it is provided to all City residents. This increase will generate an additional \$134,000 annually. Even with these pricing increases the City's rates remain very competitive when compared with private haulers in the area.

WATER FUND BUDGET

The total appropriations for the fund are \$4,666,976. This is a decrease of \$192,007 over the current year. Projected Water Fund revenues are \$4,623,600, a \$141,500 decrease from the FY 2011-12 projected revenues. Water consumption continues to be flat; debt has decreased by almost \$500,000, and Staff has done a great job at holding down costs. No increase in water rates is proposed for the current fiscal year.

Again this year, during budget formulation, we looked at the long term consumption trends along with projected increases in expenses and debt service. With the development of more than 700 units of housing just west of the City, in the Town of Watertown, and the 96 units that will come on line at Creekwood, and an increased number of soldiers and family members at Fort Drum, we anticipate seeing an increase in consumption over the next couple of years.

You will see that in Fiscal Year 2013-14 we are projecting an increase in water rates of 7.0%; with an increase of 1.7% projected in Fiscal Year 2014-15. If projects hold, we should be able to make it through the next couple of years without any other changes in water rates for system water users.

SEWER FUND BUDGET

The total appropriations for the fund are \$5,326,609. This is an increase of \$297,798 or 5.6% from the current year. Over the past few years we have seen the revenues in the Sewer Fund increase based on an increase in hauled waste customers. During this same timeframe Staff recommended using this revenue to offset current and upcoming debt within the Sewer fund. This proposal, matched onetime revenues, being used to offset onetime expenses, and mitigates long term impact to rate payers.

However, one of our largest customers is building a facility that is scheduled to open in July, and they will no longer be hauling waste to our facility. This translates into a reduction in revenues of \$350,000.

I am happy to say that I am able to propose this year's Sewer rates will stay at current levels. Operational expenses in this fund have increased and the five-year Capital Budget contains a large project that is required to be completed under our new SPEDES permit, the installation of a disinfection facility, which has a preliminary cost estimated at \$2,700,000.

You will see that in Fiscal Year 2013-14 we are projecting an increase in sewer rates of 4.5%; with a decrease 2.5% projected in Fiscal Year 2014-15. If projects hold, we should be able to make it through the next couple of years without any other changes in sewer rates for system users.

LIBRARY FUND BUDGET

The total appropriations for the fund are \$1,469,886. This is a decrease of \$25,275 or 1.7% over the current year. Projected Library Fund revenues include an appropriation from the General Fund in the amount of \$1,300,402. This increase in appropriation over the current year is primarily associated with the rehabilitation of the masonry façade and the roof. The appropriation for book purchases has been increased to \$37,000, an increase of 19% or \$6,000 over last year.

After a long discussion with the Library Director, the Library Board President and another Board Member, it was determined that at this point in time the Board's focus would be on addressing the security issues at the facility, rather than pressing forward with Sunday operating hours. As you will recall, last year the Council added a Librarian position to the budget, this position allowed the Library to provide consistent hours throughout the year, Monday through Saturday. At this point in time, the Library hasn't had an opportunity to assess usage on Saturdays during the summer, and they would like to do that before asking for additional employees to further expand hours on Sundays. The Library Director is actively researching how other libraries have addressed security issues and when a plan developed, reviewed and approved by the Board, I recommend they come back to the City Council to discuss funding.

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 are also replacing the chiller and the heat pumps in the library, when this work has been completed, the roof rehabilitation will begin. As discussed over the past year, 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, which is included in the FY 12-13 spending plan for the Library.

The five year plan for the Library contains projects to rehabilitate the mezzanine stained glass, replace the carpet in the Children's area and the basement area, as well as a lighting project in the historical section of the Library.

SELF FUNDED HEALTH INSURANCE

The total appropriations for the fund are \$8,261,517. This is an increase of \$197,578 or 2.45% 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 2011-12 with approximately \$1,800,000 in fund balance and using the contractual formula for calculating the premium rate, and appropriating \$600,000 in Fund Balance, last year's Health Insurance premium decreased by 3.4%. This was the second year in a row that we were able to decrease premiums. This year, I am proposing to use \$300,000 in fund balance to offset increased expenditures. Using the contractual formula for calculating the premium rate, an increase in premiums of 5.8% is warranted.

Over the past year, we have actively worked 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. During recent contract negotiations with Police and Fire, we were able to make modifications to the prescription coverage that will help to mitigate the growing cost associated with prescription coverage.

CAPITAL BUDGET

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. The plan calls for the following major street reconstructions, Factory Street, Flower Avenue East, Harrison Street, Newell Street, and N. Michigan/Bronson Street. The plan also continues to focus on facility maintenance/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 \$42,692,220 in projects. This is up about \$2,000,000 from last year's capital budget proposal.

This year, it is recommended that a Capital Reserve be established with the one-time \$3,100,000 that the City will receive in additional AIM funding. The use of this money to fund a number of 'pay as you go' projects over the next five years, will provide the City with the financial stability we need to make it through the next four years.

The Fiscal year 2012-13 portion of the budget contains \$15,423,500 in projects. Major projects included in the upcoming budget are the reconstruction of Factory Street, Flynn pool renovation, replacement of the roofs on the Thompson Park pavilion and restroom, the repair of the Arch Street culvert, CHIPS projects, replacement of the fluoride system at the water plant, rehabilitation of the water tank at Thompson Park, installation of the parallel water line to the reservoir, construction of a disinfection system at the wastewater treatment plant, work on the Western Outfall trunk sewer from Chestnut Street to Ives Street, masonry restoration and roof replacement at the Library. This budget contains funding for the next phase of the City Sidewalk program.

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. With the additional State Aid the City can receive in the

upcoming year, this is now a workable plan over the next five years. If the City Council makes changes to the budgetary plan presented, they should take a very close look at how it will impact the financial well being of the community in future years.

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.

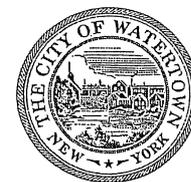
As with everything we do as an organization, the development of the budget is a team effort. The City Manager's Office develops the final budget with participation of department heads, division chiefs and key administrative staff members. I want to thank all of those involved in the preparation of this spending plan. The departmental budgets presented were fiscally sound.

The City's Management Team is an outstanding group of professionals, who truly understand what it means to be a Public Servant. They know that the dollars allocated in this budget are other people dollars and they are good stewards of the money. This budget is a true reflection of the Values and Priorities of this community, and it is in good hands with the City's Management Team.

Sincerely,

Mary M. Corriveau
City Manager

GENERAL FUND



Fiscal Year 2012-13 CALCULATION OF PROPERTY TAX RATE

	<u>2011-12</u>	<u>2012-13</u>	<u>CHANGE</u>	<u>% CHANGE</u>
Appropriations	\$38,023,157	\$42,112,872	\$4,089,715	10.76%
Less Revenues	\$28,873,556	\$33,166,405	\$4,292,849	14.87%
Less Fund Balance	\$1,496,223	\$1,581,027	\$84,804	5.67%
Less Sidewalk Reserve	\$50,665	\$54,200	\$3,535	6.98%
Less Capital Reserve	\$365,000	\$0	-\$365,000	-100.00%
Plus Tax Reserve	\$62,525	\$62,000	-\$525	-0.84%
Real Property Taxes	\$7,300,238	\$7,373,240	\$73,002	1.00%
Taxable Assessed Valuation	\$1,009,575,758	\$1,020,156,961	\$10,581,203	1.05%
Tax Rate per 1000	\$7.218	\$7.211	-\$0.007	-0.10%

CONSTITUTIONAL TAX LIMIT

Fiscal Year 2012-13



FIVE YEAR TOTAL FULL VALUATION	<u>\$ 5,165,030,550</u>
FIVE YEAR AVERAGE FULL VALUATION	<u>\$ 1,033,006,110</u>
CONSTITUTIONAL TAX LIMIT - 2% OF 5 YEAR AVERAGE	<u>\$ 20,660,122</u>
CITY LEVY	\$ 7,373,240
LESS TOTAL EXCLUSIONS	<u>\$ 5,774,767</u>
TAX LEVY SUBJECT TO TAX LIMIT	<u>\$ 1,578,473</u>
PERCENTAGE OF TAX LIMIT EXHAUSTED	<u>7.74%</u>
CONSTITUTIONAL TAX MARGIN	<u>\$ 19,061,649</u>

TAX CAP CALCULATION

Fiscal Year 2012-13

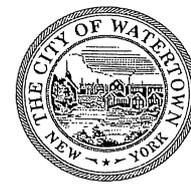
	Prior Year Adopted Tax Levy	\$ 7,300,409
Multiply By	Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)	<u>1.0051</u>
	Subtotal	\$ 7,337,641
Plus	PILOTs Receivable from Prior Year	<u>154,991</u>
Equals	Subtotal	7,492,632
Multiply By	Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)	<u>2.00</u>
Equals	Subtotal	7,642,485
Less	PILOTs Receivable for Current Year	<u>(144,300)</u>
Equals	Tax Levy Limit Before Adjustments / Exclusions	\$ 7,498,185
Less	Costs Incurred from Transfer of Local Government Functions	-
Plus	Savings Realized from Transfer of Local Government Functions	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfer of Local Government Functions)	\$ 7,498,185
Plus	Tax Levy Necessary for Expenditures Resulting from Tort Orders / Judgments over 5% of Prior Year Levy	-
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Employees Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	47,800
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Police and Fire Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	210,074
Plus	Available Carryover (if any, up to a maximum of 1.5%)	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfers and Exclusions)	<u>\$ 7,756,059</u>
	Tax Levy Increase Allowed per Tax Cap Calculation	\$ 455,650
	Percent Tax Levy Increase Allowed per Tax Cap Calculation	6.24%

Fiscal Year: 2012-13
 Department: General Fund
 Account Code: Revenues
 Function: General Fund Revenue Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
Taxes and Penalties	\$ 16,228,311	\$17,161,597	\$17,568,000	\$ 18,877,800
Departmental Revenues	4,050,469	4,940,165	4,569,350	4,866,600
Intergovernmental Revenues	149,316	117,157	140,225	134,175
Use of Money and Property	135,152	131,395	133,585	90,585
Licenses and Permits	84,181	93,916	68,100	77,600
Fines and Other Revenues	184,014	212,533	188,800	192,600
Interfund Transfers	795,312	632,141	366,900	304,675
State and Federal Aid	<u>6,093,201</u>	<u>5,817,547</u>	<u>5,827,196</u>	<u>8,612,870</u>
Other Revenues Sub-Total	\$ 27,719,956	\$29,106,451	\$28,862,156	\$ 33,156,905
Beginning Fund Balance	10,380,810	11,129,874		
Appropriated Fund Balance			1,496,223	1,581,027
Appropriated Reserve Fund Balance			415,665	54,200
Real Property Taxes	<u>7,316,832</u>	<u>7,054,030</u>	<u>7,249,113</u>	<u>7,320,740</u>
Total Revenues	\$ 45,417,598	\$47,290,355	\$38,023,157	\$ 42,112,872

Fiscal Year: 2012-13
Department: General Fund
Account Code: Taxes and Penalties
Function: Revenues



		2009-10	2010-11	2011-12	2012-13
		ACTUAL	ACTUAL	BUDGET	BUDGET
Taxes and Penalties					
A1080 Fed. Pymt's in Lieu of Taxes	\$	31,102	\$ 35,589	\$ 35,650	\$ 39,000
A1081 Other Pymt's in Lieu of Taxes		96,915	104,775	110,350	105,300
A1090 Interest/Penalties Property Tax		115,443	175,587	115,000	125,000
A1110 State Admin. Sales & Use Tax		15,223,095	16,007,070	16,465,000	17,860,000
A1130 Utilities Gross Receipts Tax		346,709	407,527	396,500	321,000
A1170 Franchises		<u>415,047</u>	<u>431,049</u>	<u>445,500</u>	<u>427,500</u>
Taxes and Penalties	\$	16,228,311	\$ 17,161,597	\$ 17,568,000	\$ 18,877,800

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.

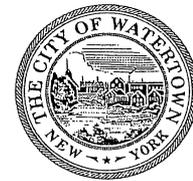
A1090 - Interest & Penalties on Real Property Taxes - Property owners who do not pay their taxes on time are assessed interest and penalties.

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: 2012-13
Department: General Fund
Account Code: Departmental Revenues
Function: Revenues



Departmental Revenues	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
A1235 Tax Sale Advertising	\$ 13,080	\$ 15,700	\$ 12,500	\$ 13,500
A1240 Comptroller's Fees	7,192	7,679	7,500	6,000
A1250 Assessor's Fees	543	508	250	500
A1255 Clerk Fees	103,829	113,621	115,000	120,000
A1260 Civil Service Fees	3,397	900	1,000	5,400
A1520 Police Fees	4,109	14,825	4,000	8,000
A1710 Public Works Fee	94,878	63,861	85,000	85,000
A1715 DPW Charges - Fuel	22,032	25,727	33,600	28,200
A1750 Bus Fares	158,874	155,136	160,000	165,000
A1751 Bus Advertising	4,872	12,870	10,000	10,000
A2001 Park & Recreation Charges	11,874	16,694	9,000	5,000
A2012 Recreation Concessions	35,363	70,417	56,000	50,000
A2025 Special Rec. Fac. Charges	24,000	-	-	-
A2026 Pool Fees	337	116	500	-
A2030 Arena Fees	106,861	165,476	105,000	125,000
A2065 Skating Rink Charges	50,800	40,194	45,000	55,000
A2110 Zoning Fees	2,925	3,056	3,000	3,000
A2130 Refuse and Garbage Charges	497,137	499,400	510,000	576,000
A2135 Refuse and Garbage Totes	201,795	211,548	205,000	265,000
A2150 Sale of Surplus Power	2,706,571	3,522,437	3,207,000	3,346,000
Departmental Revenues	\$ 4,050,469	\$ 4,940,165	\$ 4,569,350	\$ 4,866,600

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.

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 the Arena concession stand and a percentage of any other concessions operated at the Fairgrounds complex.

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 the rental of ice time, public skating and miscellaneous revenues related to the ice rink at the Fairgrounds Arena

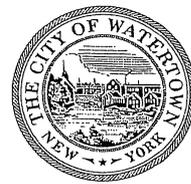
A2110 - Zoning Fees - The Municipal Code provides for fees to be charged for matters brought before the Zoning Board of Appeal.

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: 2012-13
 Department: General Fund
 Account Code: Intergovernmental Revenues
 Function: Revenues



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Intergovernmental Revenues				
A2210 Taxes/ Assesst. Srv Other Gov.	\$ 4,501	\$ 4,497	\$ 4,500	\$ 4,950
A2220 Civil Service Charge School Dist.	27,085	27,103	28,400	30,125
A2260 Police Services	91,814	80,952	102,325	94,500
A2300 Transportation, Other Governments	10,000	4,605	5,000	4,600
A2389 Misc. Revenues, Other Govts	<u>15,916</u>	<u>-</u>	<u>-</u>	<u>-</u>
Intergovernmental Revenues	\$ 149,316	\$ 117,157	\$ 140,225	\$ 134,175

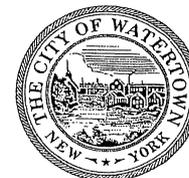
A2210 - Tax & Assessment Services for Other Governments - The City Assessor's Department charges the Watertown City School District for the preparation of their tax roll and tax bills.

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: 2012-13
Department: General Fund
Account Code: Uses of Money and Property
Function: Revenues



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Use of Money and Property				
A2401 Interest and Earnings	\$ 108,037	\$ 74,600	\$ 80,000	\$ 40,000
A2410 Rental of Real Property	<u>27,115</u>	<u>56,795</u>	<u>53,585</u>	<u>50,585</u>
Use of Money and Property	\$ 135,152	\$ 131,395	\$ 133,585	\$ 90,585

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: 2012-13
 Department: General Fund
 Account Code: Licenses and Permits
 Function: Revenues



Licenses and Permits	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
A2501 Business/Occupational Lic.	\$ 6,087	\$ 5,201	\$ 6,000	\$ 5,500
A2530 Games of Chance Licenses	80	30	100	100
A2540 Bingo Licenses	3,778	5,104	4,000	4,000
A2555 Building & Alteration Permits	40,643	72,982	50,000	60,000
A2560 City Permits	18,928	3,584	2,500	2,500
A2590 Permits - Other	13,715	6,890	5,000	5,000
A2591 Storm and Sanitary Sewer Permit	<u>950</u>	<u>125</u>	<u>500</u>	<u>500</u>
Licenses and Permits	\$ 84,181	\$ 93,916	\$ 68,100	\$ 77,600

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: 2012-13
Department: General Fund
Account Code: Fines and Other Revenues
Function: Revenues



Fines and Other Revenues	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
A2610 Fines & Forfeited Bail	\$ 106,463	\$ 100,533	\$ 120,000	\$ 120,000
A2650 Scrap & Excess Material Sale	9,211	16,417	14,000	4,000
A2655 Minor Sales	32	206	100	100
A2660 Sale of Real Property	17,191	4,428	10,000	20,000
A2665 Sale of Equipment	16,383	29,204	10,000	15,000
A2680 Insurance Recoveries	13,842	14,552	20,000	20,000
A2701 Refund of Prior Year Expense	2,079	37,829	5,000	5,000
A2705 Gifts & Donations	18,407	5,175	8,700	7,500
A2770 Other Unclassified Revenues	<u>406</u>	<u>4,189</u>	<u>1,000</u>	<u>1,000</u>
Fines and Other Revenue	\$ 184,014	\$ 212,533	\$ 188,800	\$ 192,600

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: 2012-13
 Department: General Fund
 Account Code: Interfund Transfers
 Function: Revenues



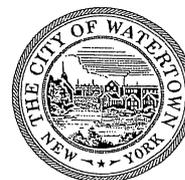
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Interfund Transfers				
A2802 Central Printing and Mailing	\$ 2,809	\$ 3,114	\$ 3,000	\$ 3,200
A2803 Central Garage	85,470	115,168	100,000	115,000
A5031 Interfund Transfers	<u>707,033</u>	<u>513,859</u>	<u>263,900</u>	<u>186,475</u>
Interfund Revenues	\$ 795,312	\$ 632,141	\$ 366,900	\$ 304,675

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: 2012-13
 Department: General Fund
 Account Code: State and Federal Aid
 Function: Revenues



State and Federal Aid	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
A3001 State Aid, Per Capita	\$ 4,988,373	\$ 4,799,192	\$ 4,703,208	\$ 7,803,208
A3005 State Aid, Mortgage Tax	398,710	351,984	375,000	300,000
A3040 State Aid, STAR	-	-	-	-
A3040 State Aid, Other	-	380	-	-
A3089 State Reimb. Workers' Comp.	60,110	56,017	38,000	69,000
A3330 State Reimb. Court Security	27,471	30,530	34,900	37,700
A3331 State Reimb. Court Postage	1,752	1,752	1,752	1,752
A3501 CHIPS	7,516	8,036	6,550	4,775
A3589.3 State Mass. Trans. Assist.	262,542	231,034	177,400	225,000
A3594 State Aid - Bus Projects	-	57,757	-	-
A3820 State Aid, Youth Program	10,211	8,574	4,450	3,970
A3821 State Aid, Juvenile Program	6,146	5,161	2,600	3,000
A3989 State Aid, Home & Community Service	23,788	77,297	212,550	19,875
A4389 Fed Aid, Public Safety	127,336	56,886	113,486	-
A4510 Fed. Aid, Highway Safety	6,585	8,347	11,100	7,290
A4589.4 Federal Transportation Assist.	<u>172,661</u>	<u>124,600</u>	<u>146,200</u>	<u>137,300</u>
State & Federal Aid	\$ 6,093,201	\$ 5,817,547	\$ 5,827,196	\$ 8,612,870

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.

A3060 - State Aid, Records Management - Aid received for records management

A3088 - State Aid, Other - Miscellaneous State Aid

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

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

A3331 - State Reimb., Court 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.

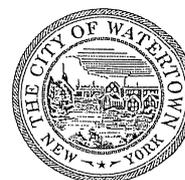
A3989 State Aid, Other Home & Community Service - Grant proceeds from New York State for brownfield related project costs and construction of the Bicentennial and Marble Street Parks.

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.

Fiscal Year: 2012-13
 Department: General Fund
 Account Code: Real Property Taxes
 Function: Revenues



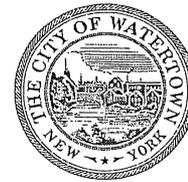
	2009-10	2010-11	2011-12	2012-13
Real Property Taxes	ACTUAL	ACTUAL	BUDGET	BUDGET
A1001 Real Property Taxes	\$ 7,343,895	\$ 7,487,431	\$ 7,300,238	\$ 7,373,240
A1030 Special Assessments	10,463	10,949	11,400	9,500
A1050 Real Property Tax Reserve	(37,526)	(444,350)	(62,525)	(62,000)
Real Property Taxes	\$ 7,316,832	\$ 7,054,030	\$ 7,249,113	\$ 7,320,740

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: 2012-13
 Department: General Fund
 Account Code: Expenses
 Function: General Fund Expense Summary



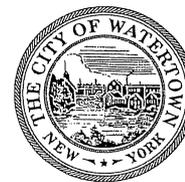
EXPENDITURES	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Legislative Board	65,112	67,510	69,054	70,995
Mayor	25,074	26,551	28,181	28,940
Municipal Executive	420,747	429,011	493,010	520,639
Comptroller Department	480,979	514,015	549,485	540,771
Purchasing Department	125,398	137,286	135,577	130,967
Assessment Department	247,955	253,116	273,673	270,453
Tax Advertising Expenses	14,546	18,710	14,625	17,450
Exp. Property Acquired	3,394	22,963	48,050	38,000
Fiscal Agent Fees	2,955	1,776	2,300	1,000
Clerk	199,036	207,799	214,448	219,109
Law	180,221	226,164	192,000	237,200
Civil Service	73,894	72,072	68,296	81,895
Engineering	656,623	662,830	726,417	777,373
DPW Summary	4,772,465	4,785,173	5,233,108	5,452,105
City Municipal Building	190,764	170,377	200,634	187,155
Central Printing & Mailing	70,072	68,371	74,150	73,400
Information Technology	450,013	480,821	540,647	539,335
Judgments & Claims	-	44,509	50,000	65,000
Real Property Taxes	29,121	29,283	29,175	31,000
Contingent	-	-	221,506	318,200
Police Department	6,617,824	7,200,074	7,377,821	7,889,234
Fire Department	7,397,772	7,822,377	8,081,445	8,337,930
Control of Animals	85,382	87,045	95,651	91,382
Code Enforcement	297,084	337,708	343,495	358,547
Hydroelectric Production	302,476	303,624	309,139	364,850
Traffic Control and Lighting	756,213	783,579	820,223	841,427
Bus Operations	801,266	793,540	822,294	826,824
City Parking Facilities	53,753	34,926	53,401	83,304
CAPC	52,000	52,000	62,000	52,000
Publicity	440	2,183	5,000	5,000
Private Social Services Agency	-	-	11,600	2,200
Parks & Recreation	1,130,806	1,188,579	1,299,616	1,689,165

Fiscal Year: 2012-13
 Department: General Fund
 Account Code: Expenses
 Function: General Fund Expense Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Historian	187	-	250	250
Zoning	1,186	2,079	2,500	2,500
Planning	65,706	22,731	85,000	24,300
Workers' Compensation	96,944	105,747	90,000	106,000
Unemployment Insurance	13,326	11,308	7,500	7,500
Health Insurance, Retirees	3,234,349	3,112,960	3,017,035	3,293,725
Medicare Part B - Retirees	241,877	264,931	282,402	309,290
Compensated Absences	(32,489)	39,993	15,000	15,000
Health Insurance Other	7,686	10,715	12,915	15,625
General Liability Reserve	25,000	25,000	75,000	75,000
Transfer to Library	984,210	1,066,499	1,276,677	1,350,402
Transfer to Capital Reserve	-	-	-	3,100,000
Transfer Capital Fund	381,404	412,246	1,393,000	897,500
Black River Trust Reserve	10,000	10,000	10,000	10,000
Debt	<u>3,794,158</u>	<u>4,546,364</u>	<u>3,309,857</u>	<u>2,762,930</u>
Total Expenditures	34,326,929	36,454,545	38,023,157	42,112,872

Fiscal Year: 2012-13
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.

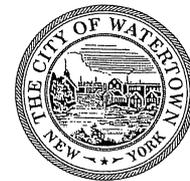
2011-12 Accomplishments

- ✓ Completed process of selecting and hiring City Clerk.
- ✓ Led charge for reorganization of the Parks and Recreation Department.
- ✓ Developed plan for outdoor skating opportunity.
- ✓ Adopted noise ordinance and dog ban legislation.
- ✓ Continued support of Tree Watertown and sidewalk replacement program.
- ✓ Completed Geothermal Study of Library and City Hall, worked with NYSERDA on energy saving measures at Arena and Thompson Park.

2012-13 Goals and Objectives

- Work with new leadership at Parks and Recreation to complete implementation of Corrective Action Plan, review fees, and expand opportunities available to residents and visitors to the City.
- Continue to work with Thompson Park Conservancy on replacement of Aviary structure with Learning Center.
- Enhance residents' ability to make payments for services on-line.
- Continue to promote Watertown as a Canadian shopping destination.
- Work with State and local economic development agencies on plans for the reuse of the Mercy complex.
- Continue to focus efforts on finding ways to reduce energy consumption and examine alternative energy sources to reduce cost to taxpayers.

Fiscal Year: 2012-13
 Department: Legislative Board
 Account Code: A1010
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	48,697	49,696	48,960	50,192
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	48,697	49,696	48,960	50,192
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	7,816	7,731	6,300	6,600
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	921	515	1,500	965
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	113	-	150	150
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	8,850	8,246	7,950	7,715
Fringe Benefits				
810 New York State Retirement	3,840	5,766	8,399	9,248
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	3,725	3,802	3,745	3,840
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	7,565	9,568	12,144	13,088
Department Total	65,112	67,510	69,054	70,995

Legislative Board

City of Watertown

A1010

Personnel Services

2012-2013

Budget

110	Salaries		
	Council Members		<u>\$50,192</u>
	Total Personnel Services		\$50,192

Operating Expenses

430	Contracted Services		
	Broadcasting of Meetings	6,000	
	Legal Ads	600	\$6,600
450	Miscellaneous		
	Travel and Training	500	
	Membership Dues	465	\$965
460	Materials and Supplies		
	Business Cards, Letterhead		<u>\$150</u>
	Total Operating Expenses		\$7,715

Fringe Benefits

810	New York State Retirement		\$9,248
830	Social Security Expense		<u>\$3,840</u>
	Total Fringe Benefits		\$13,088

TOTAL BUDGET

\$70,995

Fiscal Year: 2012-13
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.

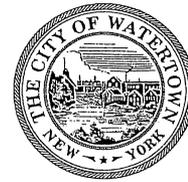
2011-12 Accomplishments

- ✓ Participated in the Governor's North Country Regional Council which was chosen as having one of the best development plans.
- ✓ Successful hiring of a City Clerk and appointment of new part-time City Court Judge.
- ✓ Reorganized Parks and Recreation into a stand alone department and developed a policy for the sale of alcohol on city property.
- ✓ Reduced the property tax levy and reduced the tiers in water rates to two.
- ✓ Participated in meetings to plan for the aftermath of Mercy Hospital and persuaded the current operators to make taxes current on the building.
- ✓ Visited Kingston, Ontario and helped host Canadian visitors to Watertown.
- ✓ Reached design agreement on the Aviary project.

2012-13 Goals and Objectives

- Keep the City taxes within the tax cap.
- Support the new Parks and Recreation Department with funding to continue improving the facilities.
- Complete the Karl Burns Community Center at Thompson Park Zoo.
- Use the contacts made in the Regional Councils to further the City's interests.
- Work with the Flower Library Board on finance issues and seven day a week service.
- Look for further opportunities to improve aging downtown buildings.

Fiscal Year: 2012-13
 Department: Mayor
 Account Code: A1210
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	16,320	16,565	16,565	16,731
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	16,320	16,565	16,565	16,731
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	6,384	7,292	7,550	7,700
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	21	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	6,405	7,292	7,550	7,700
Fringe Benefits				
810 New York State Retirement	1,629	1,929	2,799	3,229
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	720	765	1,267	1,280
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	2,349	2,694	4,066	4,509
Department Total	25,074	26,551	28,181	28,940

Mayor

City of Watertown

A1210

Personnel Services

2012-13
Budget

110	Salaries		
	Mayor		<u>\$16,731</u>
	Total Personnel Services		\$16,731

Operating Expenses

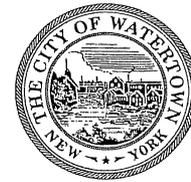
450	Miscellaneous		
	NYCOM Membership	6,600	
	Travel Expenses	1,100	<u>\$7,700</u>
	Total Operating Expenses		\$7,700

Fringe Benefits

810	NYS Retirement		\$3,229
830	Social Security Expense		<u>\$1,280</u>
	Total Fringe Benefits		\$4,509

TOTAL BUDGET **\$28,940**

Fiscal Year: 2012-13
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 initiatives. 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.

2011-12 Accomplishments

- ✓ Continuously monitored the City's fiscal condition, with an emphasis on identifying cost-saving measures that contributed to the City's long-term organizational strength and financial stability.
- ✓ Guided City staff through significant transitions in departmental leadership. Hired Purchasing Manager; Superintendent of Parks and Recreation, and Water Superintendent; reorganized department structure/authority for Parks and Recreation and Water/Sewer/Hydro facilities and operations.
- ✓ Negotiated water supply agreements with the Development Authority of the North Country and the Town of Hounsfield.
- ✓ Investigated renewable and alternative energy options that can provide long term savings or revenues to taxpayers, including securing a NYSERDA grant for direct assistance.
- ✓ Continued partnership with economic development agencies to facilitate growth and enhance economic improvement opportunities.
- ✓ Implemented Corrective Action plan for Parks and Recreation, developed Alcohol Policy; Negotiated new Baseball Agreement, and developed Facility Use Agreements for Parks and Recreation

2012-13 Goals and Objectives

- Provide organizational leadership during transition to new City Manager.
- Remain vigilant in identifying potential initiatives and measures that will increase the City's long-term financial well-being.
- Negotiate successor Collective Bargaining Agreements with the Civil Service Employee Association and the International Brotherhood of Electrical Workers.
- Continue to participate in processes related to the redevelopment of the Mercy Care Complex, Masonic Temple, and Woolworth Building.
- Continue to seek out and pursue efficient and renewable energy options for all facets of City operations.
- Complete Local Waterfront Revitalization Plan.

Fiscal Year: 2012-13
 Department: Legislative Board
 Account Code: A1230
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	304,826	298,440	346,105	349,555
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.	-	1,691	-	-
Total Personnel	304,826	300,131	346,105	349,555
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	94	6,029	200	230
440 Fees Non Employees	2,525	3,830	-	-
450 Miscellaneous	3,730	8,846	10,000	9,500
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	874	1,226	1,415	1,660
465 Equipment < \$5,000	653	2,134	-	110
Total Operating Expenses	7,876	22,065	11,615	11,500
Fringe Benefits				
810 New York State Retirement	32,245	39,176	57,236	64,443
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	21,858	21,222	26,477	26,741
840 Workers' Compensation	-	-	-	-
850 Health Insurance	53,942	46,417	51,577	68,400
Total Fringe Benefits	108,045	106,815	135,290	159,584
Department Total	420,747	429,011	493,010	520,639

Municipal Executive

City of Watertown

A1230

Personnel Services

**2012-13
Budget**

110	Salaries		
	City Manager	102,800	
	Planning and Community Development Coordinator	64,654	
	Planner(2)	95,135	
	Conf. Asst. to City Manager	44,935	
	Confidential Secretary City Mgr.	42,031	<u>\$349,555</u>
	Total Personnel Services		\$349,555

Operating Expenses

430	Contracted Services		
	Legal Notices	80	
	PERB Contract Requests	150	\$230
450	Miscellaneous		
	Travel and Training, Seminars	4,500	
	Membership/Organizational Dues	2,500	
	Subscriptions	900	
	Federal Express	100	
	Miscellaneous Citywide Training	1,500	\$9,500
460	Materials and Supplies		
	Letterhead, Envelopes, Forms		\$1,660
465	Equipment <\$5,000		
	Office Chair		<u>\$110</u>
	Total Operating Expenses		\$11,500

Fringe Benefits

810	New York State Retirement		\$64,443
830	Social Security Expense		\$26,741
850	Health Insurance		<u>\$68,400</u>
	Total Fringe Benefits		\$159,584

TOTAL BUDGET

\$520,639

Fiscal Year: 2012-13
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 is currently staffed with a total of seven employees; and is highly utilized by the taxpayers of the City, and the public in general.

2011-12 Accomplishments

- ✓ Implementing credit card payment options for various City services such as property taxes and water and sewer bills.
- ✓ Prepared to issue approximately \$3,275,000 in debt to finance various capital projects.
- ✓ Transitioned City's financial system to the KVS Enterprise edition.
- ✓ Issued 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.
- ✓ Evaluated bank services and relationships to determine most cost effective and efficient method of meeting the City's banking needs.

2012-13 Goals and Objectives

- Continue to maximize the benefits of upgrading the City's financial system.
- Continue to monitor economic conditions and address budget issues timely to minimize financial impact to the City.
- Monitor any Governmental Accounting Standards Board (GASB) technical bulletins, exposure drafts or statements for effect on the City's financial reporting.

Fiscal Year: 2012-13
 Department: Comptroller's Department
 Account Code: A1315
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	151,749	154,027	151,561	153,077
120 Clerical	148,816	154,593	159,320	162,624
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	1,282	4,804	2,500	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	<u>304,647</u>	<u>316,224</u>	<u>316,181</u>	<u>323,501</u>
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	1,056	1,056	1,100	1,100
430 Contracted Services	23,058	54,184	59,560	35,240
440 Fees Non Employees	25,943	32,485	23,175	32,000
450 Miscellaneous	4,049	3,104	5,045	5,090
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	2,927	2,421	3,300	3,400
465 Equipment < \$5,000	16,451	991	19,935	8,100
Total Operating Expenses	<u>73,484</u>	<u>94,241</u>	<u>112,115</u>	<u>84,930</u>
Fringe Benefits				
810 New York State Retirement	22,857	35,685	52,961	61,895
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	21,979	22,960	24,188	24,535
840 Workers' Compensation	-	-	-	-
850 Health Insurance	58,012	44,905	44,040	45,910
Total Fringe Benefits	<u>102,848</u>	<u>103,550</u>	<u>121,189</u>	<u>132,340</u>
Department Total	480,979	514,015	549,485	540,771

Comptroller's Department
City of Watertown

A1315

Personnel Services

**2012-13
Budget**

110	Salaries		
	City Comptroller	82,779	
	Accounting Supervisor	52,363	
	Accountant (1/2)	17,935	
			\$153,077
120	Clerical		
	Principal Account Clerk	46,143	
	Sr. Account Clerk Typist (3)	116,481	
			\$162,624
150	Overtime		\$5,000
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$323,501

Operating Expenses

420	Insurance		\$1,100
430	Contracted Services		
	Office Equipment Maintenance	450	
	Advertising - Tax/audit/debt notices	350	
	Unemployment Services	2,000	
	Bankruptcy Search Services	100	
	KVS Financial Software Maintenance	27,800	
	Parking Ticket Software Maintenance	2,040	
	Credit Card Software and Maintenance	1,000	
	Fixed Asset Software Maintenance	1,500	
			\$35,240
440	Fees, Non Employees		
	Single Audit	24,000	
	Actuarial Services	8,000	
			\$32,000
450	Miscellaneous		
	Travel and Training, Seminars	2,895	
	Dues and Publications	1,895	
	Record management services	250	
	Shipping	50	
			\$5,090
460	Materials and Supplies		
	Letterhead, Envelopes	1,300	
	Checks, 1099s, W-2s	2,100	
			\$3,400
465	Equipment < \$5,000		
	Financial Software Upgrades	6,600	
	Miscellaneous Office Equip.	1,500	
			<u>\$8,100</u>
	Total Operating Expenses		\$84,930

Fringe Benefits

810	New York State Retirement	\$61,895
830	Social Security Expense	\$24,535
850	Health Insurance	<u>\$45,910</u>
	Total Fringe Benefits	\$132,340
TOTAL BUDGET		\$540,771

Fiscal Year: 2012-13
Department: Purchasing Department
Account Code: A1345
Function: General Government Support



Description: The Purchasing Department consists of the Purchasing Manager 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 11 sealed bids, reviewed approximately 6,000 requests for purchase, 4 requests for proposals and 9 requests for quotations.

2011-12 Accomplishments:

- ✓ Worked with department heads to begin development of standard operating procedures regarding professional service contracts and contract bid awards.
- ✓ Transitioned smoothly to a new Purchasing Manager.
- ✓ Worked in conjunction with City Comptroller to implement a procedure concerning the usage of credit cards for approved City expenses.
- ✓ Assisted Flower Library utilization of New York State OGS contracts resulting in cost savings to the City.

2012-13 Goals and Objectives:

- Continue to review City service contracts to formalize a standard system of awarding contracts and managing performance, reporting and payments.
- Continue to work with departments to better utilize New York State and County Contracts in order to obtain savings for the City.
- Initialize conversations with other governmental agencies in region to work cooperatively in purchasing endeavors.
- Develop MSDS database for all City purchases of chemical products.

Fiscal Year: 2012-13
 Department: Purchasing Department
 Account Code: A1345
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	67,301	74,066	66,524	64,000
120 Clerical	30,781	32,605	32,965	33,624
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	98,082	106,671	99,489	97,624
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	-	-	-	125
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	681	90	900	1,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	83	-	-
Total Operating Expenses	681	173	900	1,125
Fringe Benefits				
810 New York State Retirement	7,836	11,592	16,814	18,841
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	7,230	7,897	7,611	7,468
840 Workers' Compensation	-	-	-	-
850 Health Insurance	11,569	10,953	10,763	5,909
Total Fringe Benefits	26,635	30,442	35,188	32,218
Department Total	125,398	137,286	135,577	130,967

Purchasing Department
City of Watertown

A1345

Personnel Services

**2012-13
Budget**

110	Salaries		
	Purchasing Manager		\$64,000
120	Clerical		
	Account Clerk Typist		<u>\$33,624</u>
	Total Personnel Services		<u>\$97,624</u>

Operating Expenses

430	Contracted Services		
	Printing		\$125
450	Miscellaneous		
	Association Fees	100	
	Education/Travel & Training	900	<u>\$1,000</u>
	Total Operating Expenses		<u>\$1,125</u>

Fringe Benefits

810	New York State Retirement		\$18,841
830	Social Security Expense		\$7,468
850	Health Insurance		<u>\$5,909</u>
	Total Fringe Benefits		<u>\$32,218</u>

TOTAL BUDGET

\$130,967

Fiscal Year: 2012-13
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 600 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.

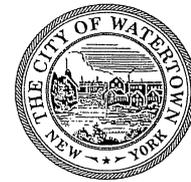
2011-12 Accomplishments:

- ✓ Made significant progress in the scanning and linking of transfer documents and historic property records.
- ✓ Streamlined our process of verifying deeds and property sales utilizing direct access to County records and electronic documents.
- ✓ Worked with Engineering, Codes, Planning, GIS, County 911, NYS Division of Homeland Security & Emergency Services, City Fire and City Police to address deficiencies in our property addressing methods and implemented a methodology for the sharing of address changes and correction between departments and government agencies.

2012-13 Goals and Objectives:

- Work with the Engineering and GIS Departments to verify accuracy and usability of newly created GIS based tax maps.
- Provide a smooth transition and training for incoming Real Property Tax Service Aide.
- Complete scanning and indexing of our historic property description cards.
- Work with Engineering, Codes, Planning and GIS to implement a comprehensive written policy for addressing of property.

Fiscal Year: 2012-13
 Department: Assessment Department
 Account Code: A1355
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	60,163	61,767	60,835	61,443
120 Clerical	-	-	-	-
130 Wages	96,385	97,429	97,774	90,490
140 Temporary	-	-	-	-
150 Overtime	258	307	300	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	156,806	159,503	158,909	152,233
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	3,504	4,463	3,735	4,220
440 Fees Non Employees	32,096	27,915	40,000	40,000
450 Miscellaneous	5,093	5,508	6,640	6,595
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	1,484	1,746	1,900	1,800
465 Equipment < \$5,000	146	-	200	150
Total Operating Expenses	42,323	39,632	52,475	52,765
Fringe Benefits				
810 New York State Retirement	12,063	18,585	26,855	29,381
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,406	11,496	12,157	11,646
840 Workers' Compensation	-	-	-	-
850 Health Insurance	25,357	23,900	23,277	24,428
Total Fringe Benefits	48,826	53,981	62,289	65,455
Department Total	247,955	253,116	273,673	270,453

Assessment Department
City of Watertown

A1355

Personnel Services		2012-13 Budget
110	Salaries City Assessor	\$61,443
130	Wages Real Property Appraiser	56,866
	Real Property Tax Service Aide	33,624
150	Overtime	<u>\$300</u>
	Total Personnel Services	\$152,233

Operating Expenses

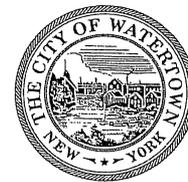
430	Contracted Services Advertising Expenses	60
	Repairs/Maintenance of Equip.	460
	Lexis Nexis Accurint	600
	SDG Link Maintenance	1,100
	Data Processing Service (RPS)	2,000
		\$4,220
440	Fees, Non Employees Legal and Appraisals Services	\$40,000
450	Miscellaneous Professional Organization Dues	545
	Travel and Training	1,100
	Postage	4,650
	Mileage	300
		\$6,595
460	Materials and Supplies Tax Bills & Notices	1,500
	Office Supplies	300
		\$1,800
465	Equipment < \$5,000 Handheld Scanner	<u>\$150</u>
	Total Operating Expenses	\$52,765

Fringe Benefits

810	New York State Retirement	\$29,381
830	Social Security Expense	\$11,646
850	Health Insurance	<u>\$24,428</u>
	Total Fringe Benefits	\$65,455

TOTAL BUDGET	\$270,453
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Fiscal Year: 2012-13
 Department: General Fund
 Account Code: A1362, A1380, A1930, A1940,
 A1950, A1990
 Function: General Government Support



	2009-10 Actual	2010-11 Budget	2011-12 Budget	2012-13 Budget
A1362 Tax Advertising Exp.	14,546	18,710	14,625	17,450
A1380 Fiscal Agent Fees	2,955	1,776	2,300	1,000
A1930 Judgments and Claims	0	44,509	50,000	65,000
A1940 Purchase of Land	0	0	0	0
A1950 Real Property Taxes	29,121	29,283	29,175	31,000
A1990 Contingent	0	0	221,506	318,200
TOTAL BUDGET	\$46,622	\$94,278	\$317,606	\$432,650

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 Management employees; and deferred compensation payments.

Fiscal Year: 2012-13
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.

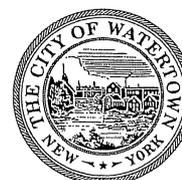
2011-12 Accomplishments:

- ✓ Worked 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.
- ✓ Disposed of nine (9) properties through property auction and direct sales.
- ✓ Demolition of 3 properties, 111 South Meadow, 1 Boyd Place and 522 Mohawk St.

2012-13 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.
- ✓ Continue to work toward returning properties to the tax roll and out of City ownership.

Fiscal Year: 2012-13
 Department: Expenses on Property Acquired
 Account Code: A1364
 Function: General Government Support



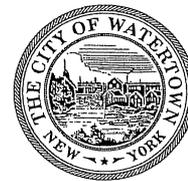
Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
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	200
430 Contracted Services	3,354	22,963	46,300	36,300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	40	-	1,500	1,500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	3,394	22,963	48,050	38,000
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	3,394	22,963	48,050	38,000

Expenses on Property Acquired

City of Watertown **A1364**

Personnel Services		2012-13
		Budget
Operating Expenses		
420 Insurance		\$200
430 Contracted Services		
Auction notices	300	
Deed filing costs	1,000	
Asbestos Surveys, Demolitions	35,000	\$36,300
460 Materials and Supplies		<u>\$1,500</u>
Total Operating Expenses		\$38,000
 TOTAL BUDGET		 \$38,000

Fiscal Year: 2012-13
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. 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. The office is staffed by the City Clerk and 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 citizens of the area, other government agencies or departments within our City government structure.

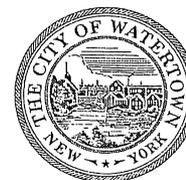
2011-12 Accomplishments:

- ✓ Transitioned smoothly into new leadership.
- ✓ Completed first year of new dog licensing system under the City's responsibility.
- ✓ Issued 1,058 marriage licenses, 1,631 birth certificates, 522 death certificates, approximately 5,000 certified copies, 1,673 dogs licenses and renewals, 4 bingo licenses, 8 games of chance licenses, 5 trash hauler permits, 551 handicap parking permits. Performed 584 wedding ceremonies and approximately 100 genealogy searches.
- ✓ Prepared 1,396 pages of City Council Minutes. Certified 207 Resolutions and 14 Ordinances. Certified and filed 3 Local Laws with NYS Dept of State.
- ✓ Recorded birth certificates from 1914 to present and death certificates from 1914 to 1923 and 1967 to present into the computer system.

2012-13 Goals and Objectives:

- Establish policy and procedure book for daily operations of the office.
- Develop more efficient method of indexing for the City Council Minutes to include resolutions, ordinances, local laws and discussion topics.
- Explore the functions of the BAS software further to computerize additional day to day operations.

Fiscal Year: 2012-13
 Department: City Clerk's Office
 Account Code: A1410
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	135,335	137,322	137,849	129,196
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	<u>135,335</u>	<u>137,322</u>	<u>137,849</u>	<u>129,196</u>
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Expenses				
410 Utilities	-	-	-	-
420 Insurance	-	-	-	-
430 Contracted Services	10,171	11,655	11,995	10,995
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	531	894	325	900
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	526	1,201	1,000	1,200
465 Equipment < \$5,000	-	200	-	13,500
Total Operating Expenses	<u>11,228</u>	<u>13,950</u>	<u>13,320</u>	<u>26,595</u>
Fringe Benefits				
810 New York State Retirement	10,538	16,000	23,296	23,010
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	9,824	10,000	10,449	9,883
840 Workers' Compensation	-	-	-	-
850 Health Insurance	32,111	30,527	29,534	30,425
Total Fringe Benefits	<u>52,473</u>	<u>56,527</u>	<u>63,279</u>	<u>63,318</u>
Department Total	199,036	207,799	214,448	219,109

City Clerk

City of Watertown

A1410

Personnel Services

2012-13
Budget

110	Salaries		
	City Clerk	55,000	
	Deputy City Clerk(2)	74,196	<u>\$129,196</u>
	Total Personnel Services		\$129,196

Operating Expenses

430	Contracted Service		
	Copier Maintenance & Lease	2,500	
	Clerk Software Updates	1,800	
	City Website Code Updates	1,195	
	Code Supplements	5,500	\$10,995
450	Miscellaneous		
	Education/Staff Training	500	
	Membership Dues/Travel	250	
	Other Miscellaneous	150	\$900
460	Materials and Supplies		
	Office Supplies		\$1,200
465	Equipment < \$5,000		
	Office Renovations	13,000	
	Photo Printer	300	
	Shredder	200	<u>\$13,500</u>
	Total Operating Expenses		\$26,595

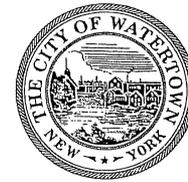
Fringe Benefits

810	New York State Retirement		\$23,010
830	Social Security Expense		\$9,883
850	Health Insurance		<u>\$30,425</u>
	Total Fringe Benefits		\$63,318

TOTAL BUDGET

\$219,109

Fiscal Year: 2012-13
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.

2011-12 Accomplishments:

- ✓ Worked with the City Council on the development of City noise ordinance, dog ordinance and new fence ordinance, in response to legislative and administrative requests for legal assistance.
- ✓ Monitor the ever changing legal mandates at both the Federal and State level and analyze their impact on the City of Watertown.
- ✓ Provided guidance to Staff regarding the City's Anti Harassment/Non Discrimination and Work Violence training. Personally provided training for all management and supervisory personnel.

2012-13 Goals and Objectives:

- Assist new City Manager with transition into organizational leadership role.
- 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: 2012-13
 Department: Law
 Account Code: A1420
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 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	175,292	220,354	187,000	231,200
450 Miscellaneous	4,929	5,810	5,000	6,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	180,221	226,164	192,000	237,200
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	180,221	226,164	192,000	237,200

Law

City of Watertown

A1420

2012-13
Budget

Operating Expenses

440	Fees, Non Employees		
	Slye and Burrows	230,000	
	Arbitrators, Stenographers, etc.	1,200	\$231,200
450	Miscellaneous		
	Updates; Law Books		<u>\$6,000</u>
	Total Operating Expenses		\$237,200
TOTAL BUDGET			\$237,200

Fiscal Year: 2012-13
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, 185 non-competitive, 91 labor, 10 exempt, and 4 unclassified positions (for a total of 627 employees). The department is staffed with a full-time Executive Secretary.

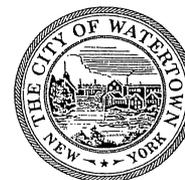
2011-12 Accomplishments

- ✓ Completed revision of job specifications and presented for approval by the Commission.
- ✓ Evaluated use of Civil Service forms used by departments for change to increase efficiency and provide ease of use.
- ✓ Promoted job opportunities for all agencies served by this office by attending job fairs, posting available positions and examinations, and community outreach to include Fort Drum.

2012-13 Goals and Objectives:

- Present revised job specifications to City Manager for negotiation purposes with CSEA and the IBEW.
- Provide training to all departments utilizing the new personnel/payroll form which incorporated the Civil Service Supplemental Payroll Certification and Report of Personnel Change (MSD426) and the Personnel Appointment or Action form.
- Set policy for Commission's annual review of their Rules and Policies, and make modifications 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: 2012-13
 Department: Civil Service
 Account Code: A1430
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	37,301	37,861	37,718	48,095
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	490	160	300	900
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	37,791	38,021	38,018	48,995
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	16,069	12,503	4,894	5,037
440 Fees Non Employees	420	20	600	-
450 Miscellaneous	535	905	1,200	1,400
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	276	873	200	300
465 Equipment < \$5,000	-	-	1,800	-
Total Operating Expenses	17,300	14,301	8,694	6,737
Fringe Benefits				
810 New York State Retirement	2,945	4,461	6,424	9,456
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,511	2,614	2,908	3,748
840 Workers' Compensation	-	-	-	-
850 Health Insurance	13,347	12,675	12,252	12,959
Total Fringe Benefits	18,803	19,750	21,584	26,163
Department Total	73,894	72,072	68,296	81,895

Civil Service

City of Watertown

A1430

Personnel Services

2012-13

Budget

110	Salaries		
	Executive Secretary to Civil Service Commission		\$48,095
170	Out of Code - Exam Monitors		<u>\$900</u>
	Total Personnel Services		\$48,995

Operating Expenses

430	Contracted Services		
	Advertising (Public Hearings)	150	
	Software Maintenance Agrmnt	4,887	\$5,037
450	Miscellaneous		
	Membership Dues	150	
	Mileage Reimbursement	175	
	Travel and Training	700	
	Updates; Law Book	175	
	Exam Expenses	200	\$1,400
460	Materials and Supplies		
	Printed Forms, Letterhead		<u>\$300</u>
	Total Operating Expenses		\$6,737

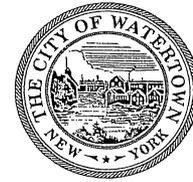
Fringe Benefits

810	New York State Retirement		\$9,456
830	Social Security Expense		\$3,748
850	Health Insurance		<u>\$12,959</u>
	Total Fringe Benefits		\$26,163

TOTAL BUDGET

\$81,895

Fiscal Year: 2012-13
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.

2011-12 Accomplishments

- ✓ Capital Project Design and construction oversight of and in coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: Factory Street Design, J.B. Wise Reconstruction, Karl Burns Learning Center Design, WOTS Lining, Clinton Street Design, HVAC upgrades to City Hall and Flower Library, projects in support of DPW, and proposed developments.
- ✓ Completed redesign of the Marble Park Restroom.
- ✓ Attained Approval of the CSO LTCP from NYSDEC.
- ✓ Completed Sidewalk Replacement District #7.
- ✓ Converted to a web based Dig Safely New York system, and started the process of digital archiving.

2012-13 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: Clinton Street Reconstruction, Factory Street Reconstruction, WOTS upgrade, Parallel Main construction, Karl Burns Learning Center construction, projects in support of DPW, and proposed developments.
- Complete design for: WOTS Chestnut to Ives, Reservoir Main Parallel Line.
- Ongoing support of the Sidewalk Replacement Program.
- Complete a smooth transition of the WWTP and Hydro Plant realignment to the expanded Water Department.

Fiscal Year: 2012-13
 Department: Engineering Department
 Account Code: A1440
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	373,175	327,142	335,259	327,247
120 Clerical	29,816	31,194	31,539	32,170
130 Wages	68,993	72,722	91,995	89,036
140 Temporary	-	-	-	-
150 Overtime	2,726	19,977	10,600	5,000
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	474,710	451,035	469,393	453,453
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	618	913	700	1,400
420 Insurance	-	-	-	-
430 Contracted Services	23,307	10,072	31,700	76,200
440 Fees Non Employees	-	15,667	20,000	15,000
450 Miscellaneous	2,479	12,916	11,700	8,200
455 Dept. Vehicle Expense	1,097	1,053	1,720	1,600
460 Materials and Supplies	1,832	1,993	2,250	22,100
465 Equipment < \$5,000	-	9,919	1,350	1,200
Total Operating Expenses	29,333	52,533	69,420	125,700
Fringe Benefits				
810 New York State Retirement	38,243	56,825	79,327	87,520
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	34,588	33,324	35,908	34,700
840 Workers' Compensation	-	38	-	1,500
850 Health Insurance	79,749	69,075	72,369	74,500
Total Fringe Benefits	152,580	159,262	187,604	198,220
Department Total	656,623	662,830	726,417	777,373

Engineering Department

City of Watertown

A1440

Personnel Services			2012-13 Budget
110	Salaries		
	City Engineer	90,337	
	Civil Engineer II	65,571	
	Civil Engineer I (3)	171,339	\$327,247
120	Clerical		
	Secretary I		\$32,170
130	Wages		
	CAD Technician	56,866	
	Engineering Technician	32,170	\$89,036
150	Overtime		<u>\$5,000</u>
	Total Personnel Services		\$453,453

Operating Expenses

410	Utilities		\$1,400
430	Contracted Services		
	Equipment Service/Repair	800	
	Software & Tech Support	15,000	
	Mounment Survey and Installation	25,000	
	MetaData/Archiving	12,000	
	Legal Advertisements	600	
	Filing Fees for Deeds/Easements	600	
	Pre-Design Engineering Insp.	15,000	
	Traffic Counts (from A5186-430)	6,000	
	Maintenance Agreements	1,200	\$76,200
440	Fees, Non Employee		
	Surveying Agreement		\$15,000
450	Miscellaneous		
	Travel	2,000	
	Training and Professional Dev.	3,500	
	Mileage Reimbursement	1,500	
	Professional Memberships	800	
	Texts/Reference Materials	400	\$8,200
455	Dept. Vehicle Expense		
	Insurance	600	
	Fuel & Oil	600	
	Maintenance/Repairs	400	\$1,600

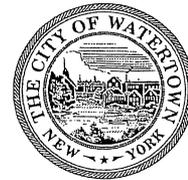
460	Materials & Supplies		
	CAD/Drafting Supplies	700	
	Monument Supplies	20,000	
	Field Supplies	700	
	Office Supplies	700	\$22,100
465	Other Equipment < \$5,000		
	Field Equipment	400	
	Total Station - misc. equipment	400	
	Computer needs, misc.	400	<u>\$1,200</u>
	Total Operating Expenses		\$125,700

Fringe Benefits

810	New York State Retirement		\$87,520
830	Social Security Expense		\$34,700
840	Workers' Compensation		\$1,500
850	Health Insurance		<u>\$74,500</u>
	Total Fringe Benefits		\$198,220

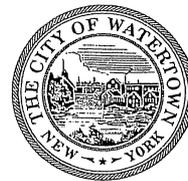
TOTAL BUDGET **\$777,373**

Fiscal Year: 2012-13
Department: Public Works Department
Account Code: General Fund
Function: Public Works Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Public Works Admin.	638,704	644,115	690,303	524,948
Central Garage	610,786	662,000	704,554	812,109
Buildings/Grounds Maint.	539,128	535,516	591,047	605,341
Maintenance of Roads	718,231	616,942	740,858	876,284
Snow Removal	1,019,436	1,157,517	1,173,058	1,253,189
Storm Sewer	330,109	324,960	351,938	387,706
Refuse & Garbage	<u>916,071</u>	<u>844,123</u>	<u>981,350</u>	<u>992,528</u>
Public Works Total	4,772,465	4,785,173	5,233,108	5,452,105

Fiscal Year: 2012-13
Department: Public Works Administration
Account Code: A1490
Function: General Government Support



Description: There are a total of six full time employees within this account, consisting of the following: the Superintendent, Assistant Superintendent, Senior 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 and Central Garage with a combined operating budget in excess of \$7,400,000. 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.

2011-12 Accomplishments

- ✓ Substantially completed the ARRA's Efficient Transportation System Implementation funded Refuse and Recycling Route Optimization Project.
- ✓ Substantially completed the planned Year-2 Black River Parks Project. Remaining work, which should be completed by the end of the fiscal year includes the installation of the two pavilions and base/pad preparation of the Marble Street restroom.
- ✓ Expanded the Department's employee safety training program through the successful grant award from New York State Hazard Abatement Board, Occupational Safety and Health Training and Education Program. In the first 6 months of this year we have completed 1,546 employee hours of unique industry mandated training.
- ✓ Participated in the first phase of the dissolution of Parks & Recreation from the Department of Public Works.

2012-13 Goals and Objectives

- Assist the newly appointed Superintendent of Parks & Recreation through her first year with the City.
- Implement the optimized Solid Waste collection routes developed using RouteSmart.
- Develop Operating Standards for public restroom and pavilion maintenance at the new JB Wise and Marble Street facilities.
- Transition to new Fleet Manager and Superintendent of Public Works.

Fiscal Year: 2012-13
 Department: Public Works Administration
 Account Code: A1490
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	216,252	218,859	216,660	88,540
120 Clerical	107,216	111,529	112,568	116,662
130 Wages	42,401	44,743	45,238	36,783
140 Temporary	-	-	-	-
150 Overtime	972	1,928	-	600
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	369,641	379,859	377,266	245,385
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	51,321	42,614	51,100	29,574
420 Insurance	3,374	3,665	2,890	3,562
430 Contracted Services	29,644	27,619	47,955	89,507
440 Fees Non Employees	3,093	3,552	4,438	5,875
450 Miscellaneous	2,166	1,500	4,150	3,245
455 Dept. Vehicle Expense	4,639	8,781	8,423	2,091
460 Materials and Supplies	24,835	21,708	22,450	24,950
465 Equipment < \$5,000	307	1,150	825	2,565
Total Operating Expenses	119,379	110,589	142,231	161,369
Fringe Benefits				
810 New York State Retirement	27,730	43,341	66,165	46,820
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	27,154	27,902	28,861	18,770
840 Workers' Compensation	14,358	6,393	6,500	6,000
850 Health Insurance	80,442	76,031	69,280	46,604
Total Fringe Benefits	149,684	153,667	170,806	118,194
Department Total	638,704	644,115	690,303	524,948

Public Works Administration
City of Watertown

A1490

Personnel Services

**2012-13
Budget**

110	Salaries		
	Superintendent of Public Works	81,570	
	Asst. Super.Public Works (20%)* 1/2 year	6,970	\$88,540
120	Clerical		
	Office Manager	46,143	
	Senior Account Clerk Typist	35,495	
	Account Clerk Typist	35,024	\$116,662
130	Wages		
	Senior Engineering Tech		\$36,783
150	Overtime		\$600
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$245,385

Operating Expenses

410	Utilities		
	Water/Sewer	1,150	
	Electric	2,664	
	Natural Gas	20,000	
	Westelcom Telephone	3,960	
	Cellular Phone Service	1,800	\$29,574
420	Insurance		\$3,562
430	Contracted Services		
	Janitorial Services	8,500	
	Rug/Mat Rentals	500	
	GIS/GPS Software Service/Maintenance	2,400	
	Cartegraph Subscription Renewal	7,727	
	Weather Forecast Service	805	
	Elevator Maintenance/Repair	3,500	
	Masonry Repairs	15,000	
	Seal Coat Yard	6,000	
	In-Fill Windows (547 Newell St)	6,000	
	ABJ Fire Flushing Sprinkler System	25,000	
	Building, Heating, Phone Maintenance	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	\$89,507

440	Fees, Non-Employees		
	FCC Bandwidth Upgrade	750	
	FCC Radio Reprogram (95 x \$15)	1,425	
	NYS Pollutant Discharge Fee	100	
	CDL Mandated Random Testing	3,600	\$5,875
450	Miscellaneous		
	Subscriptions & Memberships	925	
	Seminars	400	
	Training Admin. Employees	400	
	PESH Training	1,000	
	Reference Manuals	300	
	Safety Shoes/Related Equipment	220	\$3,245
455	Dept. Vehicle Expense		
	Vehicle Maintenance	900	
	Routine Preventive Maintenance	60	
	Vehicle Fuel & Lubricants	676	
	Insurance	455	\$2,091
460	Materials and Supplies		
	Public Works Administration:		
	Building/Grounds Maintenance		
	& Repair Materials	5,000	
	Materials for In-Fill Window Project	2,000	
	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	2,000	\$24,950
465	Other Equipment < \$5,000		
	Radio Base Station Replacement	1,315	
	Training Monitor	800	
	Portable Radio (Engineering Tech)	450	<u>\$2,565</u>
	Total Operating Expenses		\$161,369

Fringe Benefits

810	New York State Retirement	\$46,820
830	Social Security Expense	\$18,770
840	Workers' Compensation	\$6,000
850	Health Insurance	<u>\$46,604</u>
	Total Fringe Benefits	\$118,194

TOTAL BUDGET **\$524,948**

Fiscal Year: 2012-13
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.

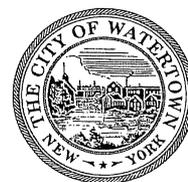
2011-12 Accomplishments

- ✓ Contractor provided training and seasonal settings of controls on the operation of the new wash lane ventilation system. System yet to be commissioned.
- ✓
- ✓ Concrete pad atop the underground "used" oil tank is being replaced in the Spring, with materials in the process of being procured.
- ✓ Recruited and hired two new Motor Equipment Mechanics (33% of staff) who replaced long tenured employees and blended them into the operation.
- ✓ Issued purchase orders for all vehicles contained in the 2011-2012 budget

2012-13 Goals and Objectives

- To update electronic component/sensors testing equipment and provide the necessary training for the technicians to operate the apparatus. Presently our heavy duty technology platforms are not upgradeable to meet present day's needs.
- Develop detailed specifications and bid all 2012-2013 authorized vehicle purchases utilizing either competitive bidding or New York State OGS contracts.
- Convert the present wash lane to "fresh water" versus recycled water system to allow better utilization in the winter. The recycled water's high salt content leaves a white residue/film on vehicles and forces the salty water into openings, causing pre-mature corrosion issues.
- Transition the Department to new leadership.

Fiscal Year: 2012-13
 Department: Central Garage
 Account Code: A1640
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	34,253	34,900	34,504	43,425
120 Clerical	36,750	37,311	37,723	38,477
130 Wages	249,697	253,424	241,822	263,330
140 Temporary	-	-	-	-
150 Overtime	4,373	5,420	4,500	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	7,100	5,600	5,600	7,100
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	<u>332,173</u>	<u>336,655</u>	<u>324,149</u>	<u>357,332</u>
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	25,000
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
Operating Expenses				
410 Utilities	27,595	23,770	26,810	16,420
420 Insurance	1,559	2,156	2,295	2,110
430 Contracted Services	36,420	35,031	42,911	69,687
440 Fees Non Employees	332	320	750	250
450 Miscellaneous	1,299	1,424	2,450	2,150
455 Dept. Vehicle Expense	5,045	5,411	6,714	5,555
460 Materials and Supplies	108,285	141,432	169,700	174,100
465 Equipment < \$5,000	1,602	3,677	9,950	9,600
Total Operating Expenses	<u>182,137</u>	<u>213,221</u>	<u>261,580</u>	<u>279,872</u>
Fringe Benefits				
810 New York State Retirement	25,048	38,599	53,043	67,595
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	24,875	25,160	24,797	26,795
840 Workers' Compensation	-	289	-	750
850 Health Insurance	46,553	48,076	40,985	54,765
Total Fringe Benefits	<u>96,476</u>	<u>112,124</u>	<u>118,825</u>	<u>149,905</u>
Department Total	610,786	662,000	704,554	812,109

Central Garage

City of Watertown

A1640

Personnel Services

2012-13
Budget

110	Salaries		
	Assistant Superintendent (50 %; 1/2 year)	17,425	
	Fleet Manager (1/2 year)	26,000	\$43,425
120	Clerical		
	Senior Account Clerk/Typist		\$38,477
130	Wages		
	Head Motor Equipment Mechanic	47,000	
	Motor Equipment Mechanic (5)	216,330	\$263,330
150	Overtime		\$5,000
175	Health Insurance Buyout		<u>\$7,100</u>
	Total Personnel Services		\$357,332

Equipment

230	Motor Vehicle		
	Pickup Truck Engineering Technician		<u>\$25,000</u>
	Total Equipment		\$25,000

Operating Expenses

410	Utilities		
	Gas	12,000	
	Water/ Sewer	3,300	
	Telephone	400	
	NYSI Phone Line & Calls	120	
	Cell Phone	600	\$16,420
420	Insurance		\$2,110
430	Contracted Services		
	Janitorial Services	10,500	
	Sanor Service	408	
	Uniforms / Rug Rental	3,540	
	Water Cooler / Delivery	625	
	Part Machine Servicing	1,800	
	Annual Sprinkler Inspection	250	
	Internal Fire Sprinkler System Inspection	1,500	
	Oil, Filters & Antifreeze Disposal	1,100	
	Overhead Door Repair	1,250	
	Overhead Door Preventive Maintenance (11)	1,100	
	Brake Lathe Maintenance	350	

	Peak Roof Over Entry Door	3,500	
	Building Roof Repairs	4,500	
	Veeder Root Testing	350	
	Heating/Plumbing Maint./Repairs	2,500	
	HVAC Service Agreement	2,200	
	Fire Alarm Monitoring	360	
	Vehicle Diagnostic Sytem Upgrades	2,500	
	Fuel Master / Fuel Farm Maintenance	1,700	
	Car Wash Maintenance	2,000	
	Retro-fit Wash Overhead Door w/SS Hardware		
	And Waterproof Operator Enclosure	9,500	
	Clean Water Wash System (Car Wash Winter Use.)	11,000	
	Vehicle Lift Annual Maint & Inspct	1,950	
	Vehicle Lift Repair	1,000	
	Fork Lift Maintenance	500	
	Pressure Washer Maintenance	500	
	Fleet Maintenance Software (RTA)	800	
	Fleet Support Service (Cartegraph)	220	
	Copier / FAX Maint. Contract	414	
	Crane Inspection & Certification	600	
	Cylinder Rental	1,170	\$69,687
440	Fees, Non-Employee		
	Employee Testing		\$250
450	Miscellaneous		
	Safety Shoes (7)	800	
	Training/PESH	700	
	Repair Manuals	500	
	Licensing/Subscriptions	150	\$2,150
455	Dept. Vehicle Expense		
	Equipment Maint/Repair	2,000	
	Preventive Maintenance	180	
	Gasoline (2 Vehicles)	2,359	
	Insurance (2 Vehicles)	1,016	\$5,555
460	Materials and Supplies		
	Gas & Diesel Fuel *	111,000	
	Lubricants *	2,700	
	Bulk Hydraulic Hose	2,000	
	Shop Tool Replacements	5,000	
	Welding Gas	700	
	Mechanics Supplies	5,000	
	Shop Towels/Hand Soap	3,500	
	Misc. Parts for Maint./ Repair *	19,200	
	Unanticipated Repairs	25,000	\$174,100

465	Equipment < \$5,000		
	Transmission Flush Machine	4,950	
	Heavy Truck/Equipment Scanner	3,500	
	Hydraulic Access & Adapters	1,150	<u>\$9,600</u>
	Total Operating Expenses		\$279,872

Fringe Benefits

810	New York State Retirement		\$67,595
830	Social Security Expense		\$26,795
840	Workers' Compensation		\$750
850	Health Insurance		<u>\$54,765</u>
	Total Fringe Benefits		\$149,905

TOTAL BUDGET **\$812,109**

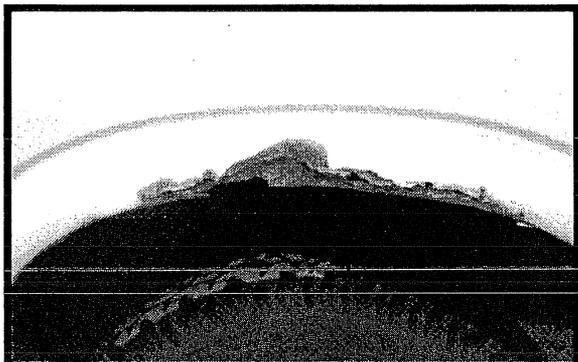
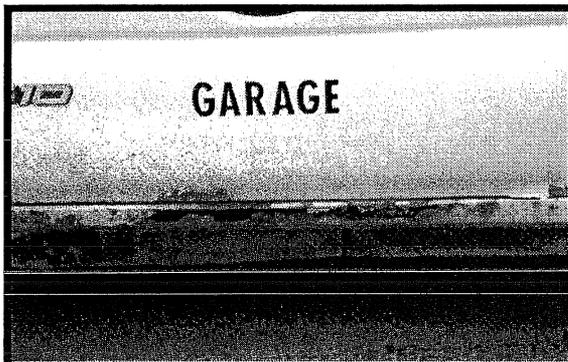
*Expenditure estimates for funds needed to pay current expenses before charge back to Water and Sewer funds and City School District. These billings are reflected in General Fund revenues.

A1640.230 - Public Works Central Garage

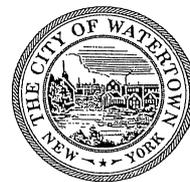
Fiscal Year 2012-13
Equipment Request

Pickup Truck (1-047) _____ \$25,000

Vehicle 1-047 is a 1997 Chevrolet S10 extended cab 4x4 pickup truck assigned to the department's Central Garage Division and used primarily as a parts courier and for minor service calls. The truck has extensive deterioration to the body and box. It has had extensive engine repairs in the past. The truck will be replaced by a half ton pickup with a lift gate to facilitate the movement of truck tires and heavy parts. The present truck will be sold through the City's excess vehicle auction.



Fiscal Year: 2012-13
Department: Building and Grounds Maintenance
Account Code: A5010
Function: Transportation



Description: This is an eight-month account, having a total of 8 full time employees responsible for the repair and maintenance of all departmental owned buildings, grounds and facilities. This unit is responsible for the maintenance and upkeep of the pavilions and public restrooms located within the J.B. Wise parking lot, the Marble Street Park and the Veterans' Memorial Walkway. Grounds maintenance performed by this unit consists of mowing, trash disposal, trimming and weeding of abandoned parcels acquired from tax sale deeds, the City's 78 acre landfill and all downtown parks and walkways. This crew is also responsible for the maintenance of over 3,000 street trees and 1,600 park trees located throughout the City of Watertown. Maintenance responsibilities include the annual pruning of over 1,000 small diameter trees, the removal and trimming of larger diameter trees and the planting, mulching and watering of 90-100 trees each spring. In addition to this maintenance work, the crew performs numerous other tasks, ranging from fountain maintenance, to the placement of the downtown area holiday decorations, to establishing traffic control for various community events. In 2011, this division responded to 140 Code Enforcement orders ranging from mowing yards, to shoveling sidewalks, to private tree removal, to board up windows and doors, removing infested/ contaminated/ unsanitary personal affects, refuse and debris from private homes.

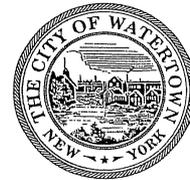
2011-12 Accomplishments:

- ✓ Facilitated the City's Urban Forestry Plan with the planting of 99 new street trees and the pruning of 1,600 small diameter trees (8" or less) on the City's southeast side.
- ✓ Installed fencing and completed site restoration work around the newly constructed asphalt walkways at Bicentennial and Marble Street Parks as part of the Black River Parks development project.
- ✓ Relocated the crew and its equipment to the DPW Newell Street Complex and established a temporary workshop while the details regarding the division of the Parks & Recreation Department are finalized.

2012-13 Goals and Objectives:

- Develop a strategy for finalizing the division between the Department of Public Works and the Parks & Recreation Department.
- Assist with construction efforts to complete the Black River Parks development project at Bicentennial and Marble Street Parks.
- Establish a maintenance program and schedule for the upkeep of the recently constructed public restrooms at the J.B. Wise parking lot and at Marble Street Park.
- Support the City's Urban Forestry Plan with the development and implementation of the Emerald Ash Borer Management Plan.

Fiscal Year: 2012-13
 Department: Building and Grounds Maintenance
 Account Code: A5010
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	33,365
120 Clerical	-	-	-	-
130 Wages	185,945	191,493	223,937	156,431
140 Temporary	82,800	87,473	89,000	58,000
150 Overtime	7,618	9,005	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	286	-	-
175 Health Insurance Buyout	-	2,800	1,876	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	276,363	291,057	322,813	257,672
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	50,000
240 Highway and Street	-	-	-	-
250 Other	12,207	-	8,100	14,000
Total Equipment	12,207	-	8,100	64,000
Operating Expenses				
410 Utilities	2,758	2,869	2,990	7,778
420 Insurance	1,958	1,942	2,022	2,060
430 Contracted Services	3,707	2,195	3,208	13,928
440 Fees Non Employees	2,331	2,406	2,000	3,900
450 Miscellaneous	2,210	1,665	5,800	7,600
455 Dept. Vehicle Expense	62,056	63,687	67,528	71,908
460 Materials and Supplies	29,512	31,979	33,700	44,400
465 Equipment < \$5,000	1,962	2,259	800	15,200
Total Operating Expenses	106,494	109,002	118,048	166,774
Fringe Benefits				
810 New York State Retirement	22,914	33,709	47,472	49,370
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	20,599	21,753	24,695	19,570
840 Workers' Compensation	31,967	25,840	25,000	20,000
850 Health Insurance	68,584	54,155	44,919	27,955
Total Fringe Benefits	144,064	135,457	142,086	116,895
Department Total	539,128	535,516	591,047	605,341

Building and Grounds Maintenance

City of Watertown

A5010

Personnel Services		2012-13 Budget
110 Salaries		
Street/Sewer Maintenance Supervisor **		\$33,365
130 Wages		
Crew Chief (1) *	27,190	
Motor Equipment Operator (1) *	24,645	
Municipal Worker I (4) *	79,951	
Tree Trimmer (1) *	24,645	\$156,431
140 Temporary		\$58,000
150 Overtime		\$8,000
175 Health Insurance Buyout		<u>\$1,876</u>
Total Personnel Services		\$257,672

Equipment

230 Motor Vehicle		
Pickup Truck - Supervisor	25,000	
Single Axle Dump Truck Cab Replmt	25,000	\$50,000
250 Equipment > \$5,000		
Zero-Turn Mower (1-107)		<u>\$14,000</u>
Total Equipment		\$64,000

Operating Expenses

410 Utilities		
Nextel For GPS	208	
Water/Sewer	2,520	
Monument , Flag & Sign Lighting	1,200	
Telephone / Alarm Panels	3,200	
Cell Phone	650	\$7,778
420 Insurance		\$2,060
430 Contracted Services		
GPS Tracking	208	
Annual Alarm Monitoring	720	
Repairs/Maintenance on Equipment	1,500	
Misc. B&G Maintenance	1,000	
Masonry Repairs	10,000	
Misc. Equipment Rental	500	\$13,928

440	Fees - Non Employee		
	Employee Testing	1,900	
	Employee Vaccinations	2,000	\$3,900
450	Miscellaneous		
	Safety Shoes and Related Equipt.	1,800	
	Tree Trimmer Training Certification (2)	3,000	
	Arborist Training (1)	1,800	
	Safety Training/Seminars /PESH	1,000	\$7,600
455	Dept. Vehicle Expense		
	Insurance	9,415	
	FCC Mandated Radio Upgrade (1-32,1-95)	1,300	
	Lift Gate Replacement (1-23)	3,250	
	Vehicle Maintenance & Repairs	24,300	
	Routine Preventive Maintenance	2,060	
	Bucket Truck Certification	1,200	
	Gas and Diesel Fuel	30,383	\$71,908
460	Materials and Supplies		
	Waferboard Codes Orders	1,000	
	Restroom Supplies (x 3)	6,000	
	Restroom Fixtures	2,000	
	Top Soil, Crusher Run etc.	5,000	
	Ropes and Related Equipment	750	
	Annual Tree Replacement Program ***	13,500	
	Replacement Parts/Supplies for Mowers, Trimmers, Chainsaws etc.	3,500	
	Park Furniture Repairs	850	
	Wooden Post Fence (Iron Block Site)	300	
	Flowers, Bulbs, Mulch	1,500	
	Small Hand Tools	2,000	
	Dogi-Pot Pet Station Supplies	1,000	
	Christmas Decorations	5,000	
	Miscellaneous Supplies	2,000	\$44,400
465	Equipment < \$5,000		
	Pesticide/Herbicide Equipment	150	
	Pressure Washer	800	
	Chainsaws	1,000	
	Construction / Demo Saw	400	
	Lockers	2,300	
	Pedestal Grinder	400	
	Rotary Cutter Attachment (1-050)	1,500	
	Two-Way Radio Headsets (1-59)	1,500	
	Weedwackers (4)	1,300	
	Security Systems JB Wise/Marble St	5,000	
	Workbench - 6' w/shelf	850	\$15,200
	Total Operating Expenses		\$166,774

Fringe Benefits

810	New York State Retirement	\$49,370
830	Social Security Expense	\$19,570
840	Workers' Compensation	\$20,000
850	Health Insurance	<u>\$27,955</u>
	Total Fringe Benefits	\$116,895

TOTAL BUDGET

\$605,341

* A5142 33%

** A5010 55%, A5142 25%, A8160 20%

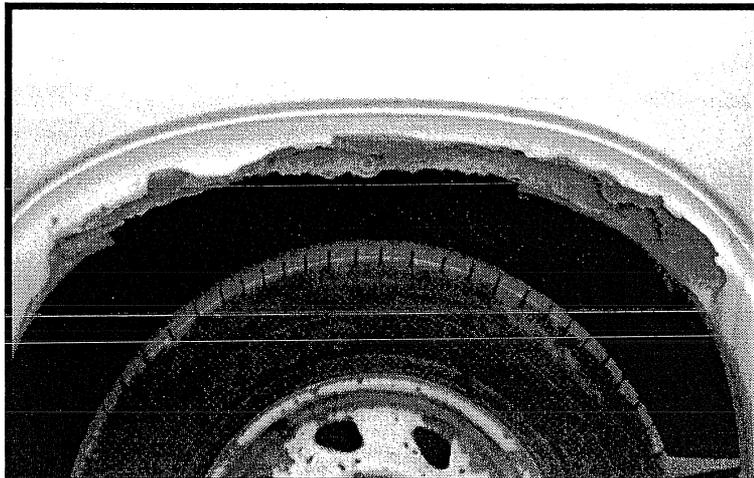
*** \$6,500 Grant Reimbursable

A5010.230 - Public Works Buildings & Grounds

Fiscal Year 2012-13
Equipment Request

Pickup Truck (1-032) _____ \$25,000

Vehicle 1-032 is a 1998 Chevrolet S10 extended cab 4x4 pickup truck assigned to the department's Building & Grounds Maintenance Supervisor. The truck has extensive corrosion and deterioration to the body and sub-structure. It has had body corrosion repair in the past as well as an engine replacement. The truck will be replaced by a half ton extended cab pickup. The present truck will be sold through the City's excess vehicle auction.

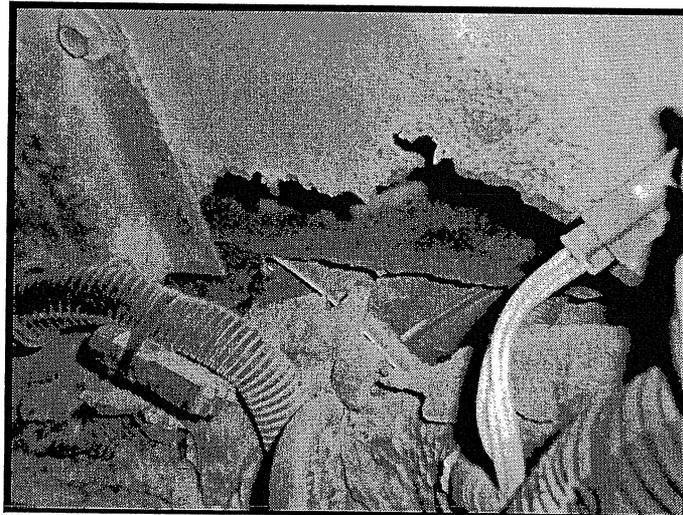


A5010.230 – Public Works Building & Grounds Maintenance

Fiscal Year 2012-13
Equipment Request

Replacement Dump Truck Cab Unit (1-096) _____ \$25,000

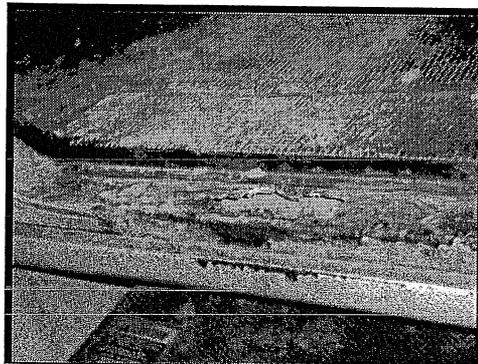
Vehicle 1-096 is a 2000 International single axle dump truck. It has been used for the past twelve years as a sander/ plow truck in the winter and dump truck in the summer. Further deterioration will cause catastrophic failure of major components mounted to the fire wall. Many of the major components (brake pedals, dash mounts) of the truck are starting to pull thru in this area. The cowl and firewall are the major structural areas of the cab. With the replacement cab it is estimated that the life cycle on this unit will be extended for an additional 10 years.



Firewall/Cowl



Firewall Cowl Area



Rocker Panel

A5010 – Buildings & Grounds Maintenance

Fiscal Year 2012-13
Equipment Requests

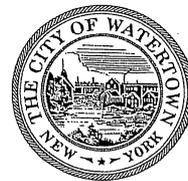


Zero-Turn Mower (1-107) \$14,000

This is a request to purchase a replacement zero-turn mower 1-107. The existing mower is a 2001 Gravely that is utilized by the department for grounds maintenance on City-owned properties. The proposed replacement mower will be a 60" rear discharge zero-turn mower which will be purchased from the NYSOGS contract.



Fiscal Year: 2012-13
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.

2011-12 Accomplishments:

- ✓ 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.

2012-13 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.

Fiscal Year: 2012-13
 Department: Maintenance of Roads
 Account Code: A5110
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	40,645
120 Clerical	-	-	-	-
130 Wages	241,958	237,203	305,008	315,739
140 Temporary	28,400	24,751	12,600	7,000
150 Overtime	7,803	7,007	7,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	576	369	-	1,876
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	278,737	269,330	324,608	371,260
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	10,848	42,400
Total Equipment	-	-	10,848	42,400
Operating Expenses				
410 Utilities	358	667	460	990
420 Insurance	4,721	4,623	4,920	5,154
430 Contracted Services	1,757	3,129	8,958	10,958
440 Fees Non Employees	1,141	690	900	900
450 Miscellaneous	2,447	1,966	4,500	3,650
455 Dept. Vehicle Expense	115,292	128,277	130,668	149,870
460 Materials and Supplies	60,032	54,782	69,000	71,000
465 Equipment < \$5,000	504	1,939	1,800	-
Total Operating Expenses	186,252	196,073	221,206	242,522
Fringe Benefits				
810 New York State Retirement	19,818	42,289	54,859	71,290
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	20,666	19,742	24,833	28,260
840 Workers' Compensation	141,307	25,275	28,000	30,000
850 Health Insurance	71,451	64,233	76,504	90,552
Total Fringe Benefits	253,242	151,539	184,196	220,102
Department Total	718,231	616,942	740,858	876,284

Maintenance of Roads

City of Watertown

A5110

Personnel Services

2012-13

Budget

110	Salaries		
	Street/Sewer Maintenance Supervisor*		\$40,645
130	Wages		
	Crew Chief (3) *	83,170	
	Heavy Equipment Oper (2)*	55,967	
	Motor Equipment Oper (6)*	140,672	
	Municipal Worker I (2)*	35,930	\$315,739
140	Temporary		\$7,000
150	Overtime		\$6,000
175	Health Insurance Buyout		<u>\$1,876</u>
	Total Personnel Services		<u>\$371,260</u>

Equipment

250	Equipment > \$5,000		
	Skid Steer Loader	32,000	
	Cold Planer Milling Machine (18") Replacmnt	10,400	<u>\$42,400</u>
	Total Equipment		<u>\$42,400</u>

Operating Expenses

410	Utilities		
	Nextel For GPS	208	
	Cell Phone	560	
	Walkway Lights	222	\$990
420	Insurance		\$5,154
430	Contracted Services		
	GPS Tracking	208	
	Bridge Inspection/Repair Materials	7,500	
	Misc. Equipment Repairs	2,000	
	Outside Equipment Rentals	1,250	\$10,958
440	Fees, Non-Employee		
	Employee Testing		\$900
450	Miscellaneous		
	Membership Dues	150	
	Safety Shoes, Apparel & Related Materials	2,500	
	Training/PESH	1,000	\$3,650

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (149,1-82)	1,300	
	Maintenance & Repairs	48,800	
	Routine Preventive Maintenance	5,060	
	Loader (1-74) tires (4)	9,500	
	Gas & Diesel Fuel	57,000	
	Sweeper/Paver Maintenance	8,000	
	Sweeper Brooms	3,000	
	Insurance	17,210	\$149,870
460	Materials and Supplies		
	Small Tools	3,500	
	Blacktop & Related Materials - road patch only	35,000	
	Top Soil,Crusher Run, etc.	11,000	
	Ready-mix Concrete	10,000	
	Materials for Concrete Forms	1,800	
	Milling Machine Bits	700	
	ADA Truncated Sidewalk Domes	2,000	
	Concrete Sealant	1,500	
	Roadsaver Sealant (Crack Sealer)	2,500	
	Miscellaneous Supplies	3,000	<u>\$71,000</u>
	Total Operating Expenses		\$242,522

Fringe Benefits

810	New York State Retirement	\$71,290
830	Social Security Expense	\$28,260
840	Workers' Compensation	\$30,000
850	Health Insurance	<u>\$90,552</u>
	Total Fringe Benefits	\$220,102

TOTAL BUDGET **\$876,284**

* A5142 33%

A5110.250 – Public Works Maintenance of Roads

Fiscal Year 2012-13 Equipment Request

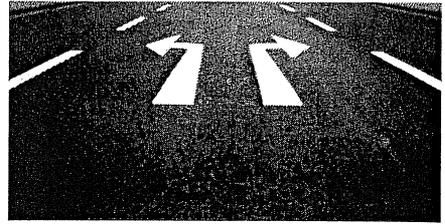
Skid Steer Loader (1-092) _____ \$32,000

Vehicle 1-092 is a 1995 Bobcat skid steer loader used for road maintenance and snow removal in addition to many other maintenance tasks as assigned. This machine, in addition to a standard bucket, powers the asphalt planer, demolition hammer, and snow blower. It will be replaced by a slightly larger size machine with more lifting capacity and greater hydraulic oil flow as all the new attachments require a greater hydraulic flow capacity to operate efficiently. Skid steer loaders are available on OGS contract. This machine will be traded towards the purchase of the replacement.



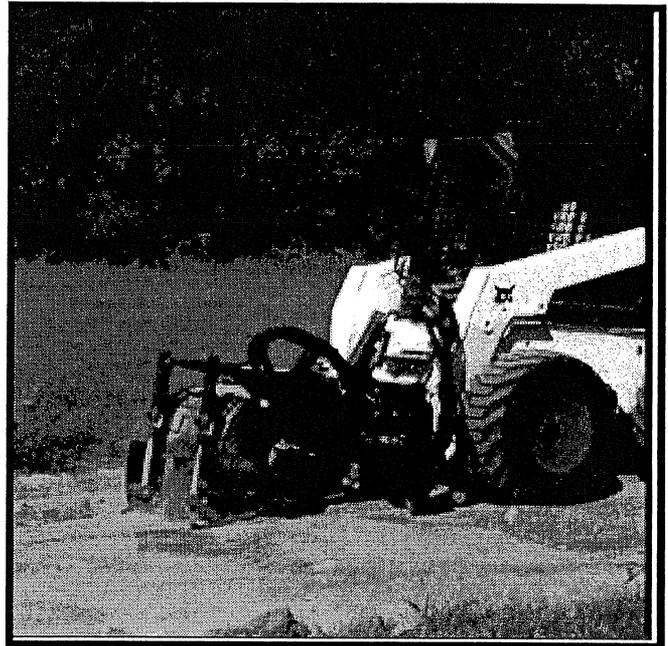
A5110 – Maintenance of Roads

Fiscal Year 2012-13
Equipment Requests

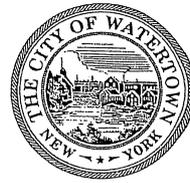


Cold Planer Milling Machine (18") \$10,400

The planer attachment is versatile and durable, delivering high torque for maximum cutting and milling performance. Applications for the planer attachment include mating uneven pavement surfaces, cleaning up around larger miller machines, cutting drainage in a parking lot, milling around manholes or tapering edges on a roadway.



Fiscal Year: 2012-13
Department: Snow Removal
Account Code: A5142
Function: Transportation



Description: The forty (40) 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 2010-2011 approximately 121 inches of snow fell, as compared to approximately 79 inches received during the 2009-2010 season.

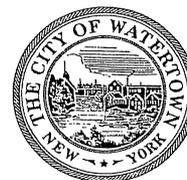
2011-12 Accomplishments:

- ✓ Conducted snow plow operator training classes for department operators.
- ✓ Developed specifications and issued purchase orders via the New York State OGS Contract for the purchase of a new "urban plow" complete with mold board, wing, underbody scraper and sander unit.
- ✓ Developed specifications and issued purchase orders via the New York State OGS Contract for the purchase of a replacement "dump truck/sander plow". The existing stainless steel material spreader will be utilized with the new unit.

2012-13 Goals and Objectives:

- Accept delivery of new "dump truck/sander plow" and new "urban plow". Evaluate effectiveness of the integral material spreader/urban plow assembly.
- Conduct training for operators and repair technicians on updated salt spreader ground speed application control systems being integrated with new vehicle purchases.
- Investigate the feasibility of retrofitting front end loaders with reversible mold board plows to provide better operational effectiveness in daytime snow plowing operations within the downtown business district and off street parking facilities.
- Develop a "Salt Brine" application concept plan that would allow us to partner with NYSDOT as the brine provider and which would use our "modified" vehicles for roadway product application.

Fiscal Year: 2012-13
 Department: Snow Removal
 Account Code: A5142
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	35,185
120 Clerical	-	-	-	-
130 Wages	389,440	384,169	435,997	450,338
140 Temporary	9,125	18,283	-	-
150 Overtime	65,942	132,482	80,000	80,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	11,425	10,281	-	-
175 Health Insurance Buyout	-	-	924	2,772
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	475,932	545,215	516,921	568,295
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	13,847	-	-	-
Total Equipment	13,847	-	-	-
Operating Expenses				
410 Utilities	4,425	6,286	5,330	4,390
420 Insurance	3,936	3,772	4,226	4,592
430 Contracted Services	15,761	17,370	26,954	26,670
440 Fees Non Employees	927	1,176	1,100	1,100
450 Miscellaneous	207	-	-	-
455 Dept. Vehicle Expense	131,543	138,156	152,775	163,959
460 Materials and Supplies	158,826	231,609	220,700	193,200
465 Equipment < \$5,000	8,442	-	7,000	750
Total Operating Expenses	324,067	398,369	418,085	394,661
Fringe Benefits				
810 New York State Retirement	40,976	58,928	87,204	109,145
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	35,043	40,471	39,544	43,265
840 Workers' Compensation	-	2,142	1,000	15,000
850 Health Insurance	129,571	112,392	110,304	122,823
Total Fringe Benefits	205,590	213,933	238,052	290,233
Department Total	1,019,436	1,157,517	1,173,058	1,253,189

Snow Removal

City of Watertown

A5142

Personnel Services

2012-13
Budget

110	Salaries		
	Street/Sewer Maintenance Supervisor (2)*		\$35,185
130	Wages **		
	Crew Chief (7)	95,837	
	Heavy Equip Oper (3)	41,813	
	Motor Equip Oper (15)	178,425	
	Sign Maintenance Worker (2)	21,855	
	Tree Trimmer (1)	12,138	
	Park&Rec.Maint.Worker (1)	11,558	
	Municipal Worker I (9)	88,712	\$450,338
150	Overtime		\$80,000
175	Health Insurance Buyout		<u>\$2,772</u>
	Total Personnel Services		\$568,295

Operating Expenses

410	Utilities		
	Nextel for GPS	360	
	Water/Fire Service	250	
	Gas/ Electric	1,700	
	Telephone	1,600	
	Cellular phone service	480	4,390
420	Insurance		4,592
430	Contracted Services		
	GPS Tracking	360	
	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	\$26,670
440	Fees Non- Employee		
	Post Accident Employee Testing		\$1,100

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-77)	650	
	Plow Tires & Wheels	2,000	
	Service & Repair Pickup Truck Plows	6,500	
	Poly Fenders Snow Plow (1-17)	950	
	Snowblower Trip Systems (1-88, 1-92)	5,000	
	Replace Plow (1-53)	4,500	
	Replace 12' Wing	3,500	
	Sander Chains (2)	1,800	
	Retro-fit RH Wing Plow (1-22)	8,500	
	Rotary Blower Maintenance	5,000	
	Equipment Maint. & Repair	60,000	
	Gas and Diesel Fuel	45,500	
	Preventive Maintenance	5,000	
	Insurance	15,059	\$163,959
460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	175,000	
	Patching Materials	4,500	
	Top Soil for Margin Repairs	1,500	
	Cutting Edges & Bolts	9,000	
	Wing Braces, Slides, Trip Blocks	3,000	
	Miscellaneous Hand Tools/Supplies	200	\$193,200
465	Equipment <\$5,000		
	Impact Wrench / Plow Shed		<u>\$750</u>
	Total Operating Expenses		\$394,661

Fringe Benefits

810	New York State Retirement	\$109,145
830	Social Security Expense	\$43,265
840	Workers' Compensation	\$15,000
850	Health Insurance	<u>\$122,823</u>
	Total Fringe Benefits	\$290,233

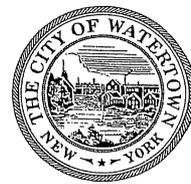
TOTAL BUDGET

\$1,253,189

* (1) 67% 5110, 33% A5142; (1) 55% A5010, 20% A8160, 25% A5142

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

Fiscal Year: 2012-13
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.

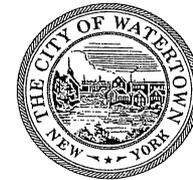
2011-12 Accomplishments:

- ✓ Completed storm sewer infrastructure work associated with the Marble Street and Bicentennial Parks Project.
- ✓ Continued right-of-way clearing and maintenance work along the storm water drainage swale adjacent to the City landfill property on Water Street.
- ✓ Replaced six substandard drainage structures as part of the Franklin Street paving project.

2012-13 Goals and Objectives:

- Extend existing storm sewer main on Pawling Street to enable the installation of pin on curbing.
- Undertake cleaning and evaluation of storm water infrastructure servicing the upper Washington Street and Barben Avenue drainage basins.
- Continue with the inspection and cleaning of storm water outfalls along the Black River from the Court Street Bridge to Vanduzee Street Bridge.
- Install a storm water quality unit as part of the DPW Courtyard Project.
- Coordinate with City Engineering in developing solutions for surface water drainage issues on Erie Street and Cayuga Avenue.

Fiscal Year: 2012-13
 Department: Storm Sewers
 Account Code: A8140
 Function: Home and Community Services



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	30,382	30,838	30,032	31,582
120 Clerical	-	-	-	-
130 Wages	116,697	127,138	142,583	148,522
140 Temporary	5,809	7,053	6,000	6,000
150 Overtime	2,410	3,013	4,500	4,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,015	1,843	-	-
175 Health Insurance Buyout	-	2,800	1,876	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	156,313	172,685	184,991	192,480
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	12,500
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	12,500
Operating Expenses				
410 Utilities	566	513	640	592
420 Insurance	1,171	1,131	1,188	1,064
430 Contracted Services	19,042	3,258	3,894	5,924
440 Fees Non Employees	653	210	700	500
450 Miscellaneous	4,512	1,239	2,800	5,975
455 Dept. Vehicle Expense	19,587	33,151	33,822	29,490
460 Materials and Supplies	38,055	37,876	34,950	36,500
465 Equipment < \$5,000	398	362	4,000	8,600
Total Operating Expenses	83,984	77,740	81,994	88,645
Fringe Benefits				
810 New York State Retirement	12,939	18,415	29,933	36,785
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,509	12,808	14,152	14,725
840 Workers' Compensation	12,265	11	1,000	500
850 Health Insurance	53,099	43,301	39,868	42,071
Total Fringe Benefits	89,812	74,535	84,953	94,081
Department Total	330,109	324,960	351,938	387,706

Public Works - Storm Sewer
City of Watertown

A8140

Personnel Services

**2012-13
Budget**

110	Salaries		
	Street/Sewer Maintenance Supervisor *		\$31,582
130	Wages		
	Crew Chief (1) **	29,160	
	Heavy Equipment Operator (1) **	28,925	
	Motor Equipment Operator (2) **	47,761	
	Municipal Worker I (2) **	42,676	\$148,522
140	Temporary		\$6,000
150	Overtime		\$4,500
175	Health Insurance Buyout		<u>\$1,876</u>
	Total Personnel Services		\$192,480

Equipment

230	Motor Vehicle		
	Pickup Truck - Supervisor (1/2 - G8120)		<u>\$12,500</u>
	Total Equipment		\$12,500

Operating Expenses

410	Utilities		
	Wireless Networking (1/2)*	200	
	Cellular Phone (1/2)*	240	
	Nextel For GPS	152	\$592
420	Insurance		\$1,064
430	Contracted Services		
	GPS Tracking	156	
	Cartegraph Subscription Renewal (1/2)*	368	
	Recertify Safety Equipment (1/2)*	500	
	Camera Software Maintenance	900	
	Camera Equipment Repair (1/2)*	1,500	
	Small Equipment Repairs	2,500	\$5,924
440	Fees, Non-Employee		
	Employee Testing	300	
	Employee Vaccinations	200	\$500

450	Miscellaneous		
	Safety Apparel	500	
	Safety Shoes	900	
	Public Safety Emp Training /PESH	4,500	
	NASSCO Membership	75	\$5,975
455	Dept. Vehicle Expense		
	Maintenance & Repairs	9,000	
	Preventive Maintenance	1,500	
	Gas and Diesel Fuel	14,900	
	Insurance	4,090	\$29,490
460	Materials and Supplies		
	Manholes & Catch Basins	7,000	
	Asphalt Patching Material	5,000	
	Pipes & Fittings	6,000	
	Castings & Grates	7,500	
	Crusher Run & Stone Products	6,000	
	Sewer Camera Supplies (1/2)*	1,500	
	Sewer Vac Hose, 500LF (1/2)*	1,000	
	Work Zone Safety Devices	500	
	Small Hand Tools, Related Supplies	2,000	\$36,500
465	Other Equipment <\$5000		
	Replacement Sewer Bypass Plugs (1/2)*	1,200	
	Replacement Pump Hose (1/2)*	750	
	Manhole Frame Lifting Device (1/2)*	1,400	
	Trench Shoring Equipment (1/2)*	5,000	
	Widescreen 21" computer Monitor	250	<u>\$8,600</u>
	Total Operating Expenses		\$88,645

Fringe Benefits

810	New York State Retirement		\$36,785
830	Social Security Expense		\$14,725
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$42,071</u>
	Total Fringe Benefits		\$94,081

TOTAL BUDGET

\$387,706

* (1/2) G8120

** (1/3) A5142

A8140.230 - Public Works Storm Sewers

Fiscal Year 2012-13
Equipment Request

Pickup Truck (1-037) _____ \$12,500

Vehicle 1-037 is a 1997 Chevrolet S10 extended cab 4x4 pickup truck assigned to the department's Storm and Sanitary Sewer Maintenance Supervisor. The truck has extensive deterioration to the body and sub-structure. It has had body corrosion repairs in the past as well as a major engine overhaul. The truck will be replaced by a half ton extended cab pickup. The present truck will be sold through the City's excess vehicle auction. With a total replacement cost of \$25,000 this vehicle will be funded 50% from Storm Sewers and 50% from Sanitary Sewers.



Fiscal Year: 2012-13
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 recycles and yard waste. Also included in this account are the maintenance and environmental monitoring of the City's 78-acre landfill that was closed in 1993.

In 2011, City crews collected approximately 3,313 tons of refuse and an additional 474 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 62 tons of rubbish as well as 7 tons of scrap metal and white goods.

2011-12 Accomplishments:

- ✓ The AARA funded route optimization grant was awarded to RouteSmart. Employee training schedules have initiated and individual solid waste collection routes are currently being developed.
- ✓ DANC and Jefferson County in conjunctions with the City of Watertown have expanded offerings for electronic recycling and the Development Authority offered a no charge household hazardous waste collection program at the fall 2011 bulk item drop off. Jefferson County has offered electronic recycling at both the spring and fall events. Both entities wish to partner with the City in the future recycling endeavors.
- ✓ A television commercial was developed to market the semi-annual fall bulk item drop off. Television advertising was also used to market the summer "on demand" collection of bulk items from residents homes.

2012-13 Goals and Objectives:

- Evaluate the need to increase the current refuse collection fees to compensate for the combined tip fee increases announced by both the Development Authority of the North Country and Jefferson County.
- Conduct a comprehensive awareness campaign to alert residents of changes to their solid waste collection services resulting from the optimized routing schedules and the fee structure analysis.
- Take delivery of two new source separated recycling units.

Fiscal Year: 2012-13
 Department: Refuse and Recycling
 Account Code: A8160
 Function: Home and Community Services



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	20,552	20,940	20,702	22,588
120 Clerical	-	-	-	-
130 Wages	219,904	237,488	292,922	316,076
140 Temporary	48,759	41,332	13,000	20,000
150 Overtime	13,121	17,125	17,000	18,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,350	273	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	306,486	319,958	346,424	379,464
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	264	492	264	1,189
420 Insurance	-	-	-	-
430 Contracted Services	220,508	223,716	290,110	259,782
440 Fees Non Employees	18,416	14,048	13,800	13,900
450 Miscellaneous	2,286	1,991	3,000	2,500
455 Dept. Vehicle Expense	81,970	79,862	94,357	86,602
460 Materials and Supplies	11,187	11,773	15,250	19,000
465 Equipment < \$5,000	-	362	-	-
Total Operating Expenses	334,631	332,244	416,781	382,973
Fringe Benefits				
810 New York State Retirement	20,819	35,463	58,546	72,696
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	22,569	23,531	26,501	28,815
840 Workers' Compensation	128,617	44,409	44,500	40,000
850 Health Insurance	102,949	88,518	88,598	88,580
Total Fringe Benefits	274,954	191,921	218,145	230,091
Department Total	916,071	844,123	981,350	992,528

Refuse and Recycle

City of Watertown

A8160

Personnel Services		2012-13 Budget
110	Salaries	
	Assistant Superintendent *	10,455
	Street/Sewer Maintenance Supervisor **	12,133
		\$22,588
130	Wages	
	Crew Chief (1)	43,522
	Refuse Motor Equipment Oper (6) (3)***	272,554
		\$316,076
140	Temporary	\$20,000
150	Overtime	\$18,000
175	Health Insurance Buyout	<u>\$2,800</u>
	Total Personnel Services	\$379,464

Operating Expenses

410	Utilities		
	Nextel for GPS	925	
	Water/ Sewer	264	\$1,189
430	Contracted Services		
	Route Optimization License/Renewal	4,000	
	GPS Tracking	840	
	Tipping Fees (Regular)	215,250	
	Fees (Fall/Spring Drop Off)	15,000	
	Education/Public Awareness/Ads	8,000	
	Brush Chipping At Quarry	8,500	
	Employee Uniform Rental	2,132	
	Overhead Door Preventative Maint	100	
	Annual Fire Alarm Monitoring	360	
	Pressure Washer Repair	600	
	Mowing of Closed Landfill	5,000	\$259,782
440	Fees Non Employee		
	Employment Related Testing	900	
	Landfill Monitoring Fees	13,000	\$13,900
450	Miscellaneous		
	Safety Shoes & Equipment	1,500	
	Safety Training / PESH	800	
	Permits & Miscellaneous	200	\$2,500

455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-4,1-5)	1,300	
	Vehicle Maint.& Repairs	22,800	
	Preventive Maintenance	3,800	
	Gas & Diesel Fuels	49,200	
	Insurance	9,502	\$86,602
460	Materials and Supplies		
	Refuse Bag Stickers and Forms	8,500	
	Totes (100 For Creekwood)	7,000	
	Landfill Drainage/Ground Materials	2,500	
	Miscellaneous Supplies	1,000	<u>\$19,000</u>
	Total Operating Expenses		\$382,973

Fringe Benefits

810	New York State Retirement		\$72,696
830	Social Security Expense		\$28,815
840	Workers' Compensation		\$40,000
850	Health Insurance		<u>\$88,580</u>
	Total Fringe Benefits		\$230,091

TOTAL BUDGET **\$992,528**

* A8160 (30%); A1490 (20%); A1640 (50%) 1/2 year

** A5010 (55%), A5142 (25%) A1640 (20%)

*** A5142 (33%)

Fiscal Year: 2012-13
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.

2011-12 Accomplishments:

- ✓ Worked with Consultant and City Engineer on plans for upgrades of the air conditioning and heating system with new energy efficient equipment.
- ✓ Continued painting of 2nd and 3rd floor offices in City Hall and Library.

2012-13 Goals and Objectives:

- Oversee the installation of the air conditioning and heating system with new energy efficient equipment.
- Complete a building envelope review to quantify energy loss.
- Work with Engineering Department to develop plans for repairs of building windows, as caulking is failing.
- Complete the rest of the Sterling St. sidewalk replacement.
- Continue painting and upgrading the offices in City Hall as needed.

Fiscal Year: 2012-13
 Department: Municipal Building
 Account Code: A1620
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	50,035	51,496	53,674	54,736
140 Temporary	-	-	-	-
150 Overtime	2,673	7,729	3,500	4,000
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	52,708	59,225	57,174	58,736
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	60,604	50,412	62,091	52,429
420 Insurance	8,035	8,249	8,094	9,011
430 Contracted Services	42,390	20,012	31,110	18,050
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	76	-	-	-
455 Dept. Vehicle Expense	213	1,056	1,250	425
460 Materials and Supplies	8,379	10,992	12,000	15,000
465 Equipment < \$5,000	934	982	7,500	8,800
Total Operating Expenses	120,631	91,703	122,045	103,715
Fringe Benefits				
810 New York State Retirement	4,241	6,352	9,662	11,340
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	3,956	4,433	4,374	4,500
840 Workers' Compensation	-	-	-	-
850 Health Insurance	9,228	8,664	7,379	8,864
Total Fringe Benefits	17,425	19,449	21,415	24,704
Department Total	190,764	170,377	200,634	187,155

Municipal Building
City of Watertown

A1620

Personnel Services

**2012-13
Budget**

130	Wages		
	Custodial and Maintenance Spvr.	22,566	
	Laborer I (2)	32,170	\$54,736
150	Overtime		<u>\$4,000</u>
	Total Personnel Services		\$58,736

Operating Expenses

410	Utilities		
	Phone System	\$16,800	
	Water and Sewer	\$3,100	
	Electric	\$9,149	
	Diesel Fuel	\$1,380	
	Gas	\$22,000	\$52,429
420	Insurance		\$9,011
430	Contracted Services		
	Stat Contract	800	
	Seimen's Contract	7,250	
	HVAC Maintenance	2,500	
	Grounds & Bldg, Repairs	2,500	
	Elevator Maintenance	4,200	
	Generator Contract	800	\$18,050
455	Department Vehicle Expense		
	Small Engine repair	250	
	Gasoline	175	\$425
460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint		\$15,000
465	Equipment < \$5,000		
	Backpack Blower	500	
	Snowblower	1,300	
	Furniture	7,000	<u>\$8,800</u>
	Total Operating Expenses		\$103,715

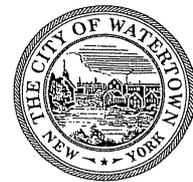
Fringe Benefits

810	New York State Retirement		\$11,340
830	Social Security Expense		\$4,500
850	Health Insurance		<u>\$8,864</u>
	Total Fringe Benefits		\$24,704

TOTAL BUDGET

\$187,155

Fiscal Year: 2012-13
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.

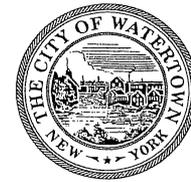
2011-12 Accomplishments:

- ✓ Developed ordering system to implement just in time ordering that reduced stationery stores inventory.
- ✓ Implemented new Postal Rate Regulation changes.

2012-13 Goals and Objectives:

- Review current service contracts for performance and toner usage.
- Investigate the use of County or New York State OGS contracts to lower paper and basic office supply costs.
- Analyze current mail machine performance issues for a possible replacement. If a replacement is warranted, work with the successful vendor to establish a service plan that will ensure uninterrupted performance.

Fiscal Year: 2012-13
Department: Central Printing and Mailing
Account Code: A1670
Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 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	5,563	5,778	7,150	8,400
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	25,013	20,211	25,000	25,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	39,496	42,382	42,000	40,000
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	70,072	68,371	74,150	73,400
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	70,072	68,371	74,150	73,400

Central Printing and Mailing
City of Watertown

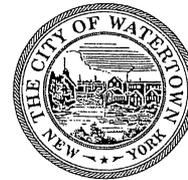
A1670

2012-13

Operating Expenses

430	Contracted Services		
	Postage Meter Rental	900	
	Lease of New Mail Machine	3,000	
	Copier Maintenance (2nd Floor)	2,000	
	Copier Maintenance (3rd Floor)	2,500	<u>\$8,400</u>
			\$8,400
450	Miscellaneous		
	Postage		\$25,000
460	Materials and Supplies		
	Office Supplies		<u>\$40,000</u>
	Total Operating Expenses		\$73,400
	TOTAL BUDGET		\$73,400

Fiscal Year: 2012-13
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.

2011-12 Accomplishments:

- ✓ Replaced Police Department legacy optical disk storage system (Impact).
- ✓ Implemented virtualized desktops on thin client devices.
- ✓ Deployed 2-factor authentication to Police computer system.
- ✓ Implemented Information Technology Infrastructure Library (ITIL) processes as the standard for management and delivery of IT services, and optimize software and hardware lifecycle management.
- ✓ Assisted Comptroller's Office with upgrade of KVS Financial Software to enterprise edition

2012-13 Goals and Objectives:

- Implement Police evidence management module with records system.
- Implement mobile computerized data collection technology with Assessment, Codes, Fire, Public Works and Water departments.
- Participate in regional GIS application and data sharing initiatives to improve access to GIS data for both internal and external users.
- Convert local server based Code Department permitting applications to the Engineering departments web based format application format.
- Convert servers in Water, Sewer, and Police departments to virtualized servers for disaster recovery capability.
- Improve document workflow for Public Works and Codes
- Cross train IT department staff to provide increased support and capabilities.

Fiscal Year: 2012-13
 Department: Information Technology
 Account Code: A1680
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	66,010	65,485	65,238	65,890
120 Clerical	-	-	-	-
130 Wages	164,577	169,958	179,398	180,922
140 Temporary	-	-	-	-
150 Overtime	-	535	150	500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	233,387	238,778	247,586	250,112
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	22,480	32,276
Total Equipment	-	-	22,480	32,276
Operating Expenses				
410 Utilities	16,693	17,539	14,500	17,600
420 Insurance	-	-	-	-
430 Contracted Services	94,713	59,826	67,760	74,775
440 Fees Non Employees	-	-	2,000	2,000
450 Miscellaneous	5,443	9,182	5,000	7,900
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	1,495	2,622	3,000	3,000
465 Equipment < \$5,000	25,229	70,781	79,910	47,007
Total Operating Expenses	143,573	159,950	172,170	152,282
Fringe Benefits				
810 New York State Retirement	16,281	27,160	43,110	47,730
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	17,333	17,698	18,940	18,920
840 Workers' Compensation	-	61	-	-
850 Health Insurance	39,439	37,174	36,361	38,015
Total Fringe Benefits	73,053	82,093	98,411	104,665
Department Total	450,013	480,821	540,647	539,335

Information Technology

City of Watertown

A1680

Personnel Services

**2012-13
Budget**

110	Salaries		
	Information Technology Manager		\$65,890
130	Wages		
	GIS Coordinator	52,960	
	GIS Technician	47,665	
	Information Technology Specialist(2)	80,297	\$180,922
150	Overtime		\$500
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$250,112

Equipment

250	Miscellaneous		
	Servers (4)	22,276	
	GIS Mobile Server Software	10,000	<u>\$32,276</u>
	Total Equipment		\$32,276

Operating Expenses

410	Utilities		
	Network Fees		\$17,600
430	Contracted Services		
	Software Maintenance	35,430	
	Telephone System Maintenance	15,000	
	Equipment Maintenance	24,345	\$74,775
440	Fees, Non Employees		
	Technical Support Services		\$2,000
450	Miscellaneous		
	Travel and Training		\$7,900
460	Materials and Supplies		
	Tapes and Supplies		\$3,000
465	Equipment < \$5,000		
	Computers/Tablets/Printers	15,700	
	Servers (3)	5,655	
	Software Licensing	17,526	
	Network Switch Replacement	8,126	<u>\$47,007</u>
	Total Operating Expenses		\$152,282

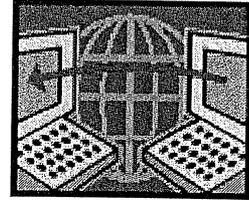
Fringe Benefits

810	New York State Retirement	\$47,730
830	Social Security Expense	\$18,920
850	Health Insurance	<u>\$38,015</u>
	Total Fringe Benefits	\$104,665

TOTAL BUDGET **\$539,335**

A1680 - Information Technology

Fiscal Year 2012-13
Equipment Requests



Computer and Software Equipment: \$32,276

This funding will be used to replace equipment and update software.



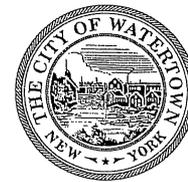
Hardware

Servers (4) \$ 22,276

Software

GIS Mobile Server Software \$ 10,000

Fiscal Year: 2012-13
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 2011 received 27,787 calls for service, of which 1,331 were motor vehicle accidents. In 2011, WPD officers arrested 2,730 adults, 62 juveniles, issued 4,226 uniform traffic tickets, issued 2,730 parking citations and investigated 1,785 domestic disputes.

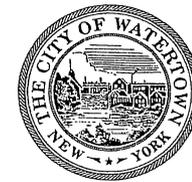
2011-12 Accomplishments:

- ✓ March 2011 WPD patrols responded to W. Lynde St. for an unresponsive 4 month old child. Investigation revealed that child was murdered. Detectives arrested a 23 year old soldier who was caring for the child. The suspect has pled guilty.
- ✓ The WPD had four reported bank robberies in the spring and early summer of 2011. Investigations culminated in two males being charged with the crimes. One suspect was responsible for 3 cases and the other one case. Each suspect has pled guilty and is serving prison sentences.
- ✓ Graduated five officers from the St. Lawrence Black River Valley Police Academy in May 2011, bringing department to full strength. Officers completed a 13 week field training program before assignment to a shift.
- ✓ Worked with Fire Department and County Officials on the PSIC Radio Grant. Obtained UHF radio frequencies, currently bidding out the actual car and portable radios. New radio system will be operable this summer.
- ✓ Worked with Fort Drum/Samaritan Behavioral Health Clinic to provide training to law enforcement on the topic of Post Traumatic Stress Syndrome. The class by Dr. Benham was attended by law enforcement, corrections, parole and SMC ER personnel.

2012-13 Goals and Objectives:

- Continue to work with City IT department to upgrade our computer capabilities. Replacing laptops in cars that can no longer be covered by extended warranties. To seek out software that will assist us in being more productive in our duties and streamline services.
- Hold a fall 2012 Police Academy for recruit officers. Continue to provide in-service training that is beneficial to officers in their mission to serve the citizens of Watertown and encourage officers to seek outside training opportunities that will assist them in fulfilling their duties.
- Work 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 implement the new interoperable radio system utilizing new radios on the UHF frequency instead of the old VHF frequency.

Fiscal Year: 2012-13
 Department: Police Department
 Account Code: A3120
 Function: Public Safety



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	874,166	187,192	177,754	179,532
120 Clerical	89,011	91,156	91,975	93,766
130 Wages	2,814,252	3,527,149	3,675,941	3,779,075
140 Temporary	47,777	47,612	52,000	55,000
150 Overtime	222,545	350,741	280,000	280,000
155 Holiday Pay	49,748	42,118	56,000	55,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	12,074	16,250	13,750	13,750
180 Roll Call Pay	88,175	79,483	90,000	86,000
185 On Call Pay	11,782	10,367	12,000	12,000
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	5,500	4,500	5,000	6,000
Total Personnel	4,215,030	4,356,568	4,454,420	4,560,123
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	9,080	181,614	96,375	157,000
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	9,080	181,614	96,375	157,000
Operating Expenses				
410 Utilities	30,460	28,805	31,200	31,200
420 Insurance	807	940	978	1,000
430 Contracted Services	439,378	436,927	448,853	425,681
440 Fees Non Employees	1,801	9,159	4,200	5,250
450 Miscellaneous	35,943	82,383	62,700	67,150
455 Dept. Vehicle Expense	210,820	228,695	267,580	258,000
460 Materials and Supplies	28,187	45,969	47,300	47,150
465 Equipment < \$5,000	3,555	16,217	5,600	62,300
Total Operating Expenses	750,951	849,095	868,411	897,731
Fringe Benefits				
810 New York State Retirement	6,665	10,604	26,185	35,200
820 Police/Fire Retirement	562,587	738,640	928,503	1,147,730
830 Social Security Expense	313,003	324,223	340,763	348,850
840 Workers' Compensation	63,677	105,457	55,000	75,000
850 Health Insurance	696,831	633,873	608,164	667,600
Total Fringe Benefits	1,642,763	1,812,797	1,958,615	2,274,380
Department Total	6,617,824	7,200,074	7,377,821	7,889,234

Police Department
City of Watertown

A3120

Personnel Services

**2012-13
Budget**

110	Salaries		
	Police Chief	92,672	
	Police Captain	86,860	\$179,532
120	Clerical		
	Secretary I	32,170	
	Senior Clerk	33,220	
	Clerk	28,376	\$93,766
130	Wages		
	Police Lieutenant (4)	336,940	
	Police Sergeant (7)	498,385	
	Detectives (7)	455,365	
	Police Officer (44)	2,454,760	
	Parking Enforcement	33,625	\$3,779,075
140	Temporary		
	School Crossing Guards		\$55,000
150	Overtime		\$280,000
155	Holiday Pay		\$55,000
175	Health Insurance Buyout		\$13,750
180	Roll Call Pay		\$86,000
185	On Call Pay		\$12,000
195	Clothing/Cleaning Allowance		\$6,000
	Total Personnel Services		\$4,560,123

Equipment

230	Motor Vehicles		
	Marked Patrol Cars (3)	99,000	
	Prisoner Transport Van	32,000	
	Unmarked Patrol Car	26,000	<u>\$157,000</u>
	Total Equipment		\$157,000

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		\$1,000
430	Contracted Services		
	Software Maintenance	33,000	
	Net motion security contract	5,200	
	Commetex H/W & S/W Maint.	3,600	
	Onondaga Live Scan Maint.	1,000	
	Copier Lease	2,500	
	Ambulance Service	2,500	
	Lic. Plate Reader War ^{software only}	500	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	7,000	
	Advertising	500	
	Towing Service	1,800	
	PSB Maintenance	184,000	
	PSB Capital	177,481	
	Copier Maintenance - C.I.D.	400	
	Radar Recertification	2,700	
	Portable Toilets	1,000	
	Laser Printer Maintenance	1,000	\$425,681
440	Fees, Non Employee		
	Veterinary Care Expenses	1,500	
	New Hires Physicals	1,500	
	New Hires Psychologicals	1,500	
	Crossing Guard Physicals	750	\$5,250
450	Miscellaneous		
	Tuition Assistance	1,500	
	Training Schools	12,000	
	Quartermaster Program	32,000	
	Shipping Expenses	1,000	
	Travel Reimbursements	3,500	
	Investigation Funds	12,000	
	Dickman and-legal updates	650	
	K9 Boarding	500	
	Printed Materials/Brochures	4,000	\$67,150

455	Department Vehicle Expenses		
	Vehicle Leasing - Unmarked (4)	17,000	
	Gasoline	150,000	
	Replacement Tires	9,000	
	Auto Liability Insurance	30,000	
	General & Collision Repairs	42,000	
	Preventive Maintenance	7,000	
	Vehicle Marking Materials	3,000	\$258,000
460	Materials and Supplies		
	Training Ammo	6,500	
	Service Ammo	2,800	
	Range Supplies	2,350	
	Safety Flares	2,000	
	Identification Materials	5,000	
	K-9 Dog Food	1,000	
	Parking Tickets	1,000	
	General Office Supplies	3,000	
	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	7,500	
	Portable Radio Batteries	2,500	
	Pepper Spray Replacement	500	
	Defensive Tactics Supplies	500	\$47,150
465	Equipment < \$5,000		
	Laser Copier - Replacement	800	
	Computers/ Equipment	5,000	
	Laptop Computers-Vehicles	56,500	<u>\$62,300</u>
	Total Operating Expenses		\$897,731

Fringe Benefits

810	New York State Retirement	\$35,200
820	Police Retirement System	\$1,147,730
830	Social Security Expense	\$348,850
840	Workers' Compensation	\$75,000
850	Health Insurance	<u>\$667,600</u>
	Total Fringe Benefits	\$2,274,380

TOTAL BUDGET **\$7,889,234**

A3120 – Police Department

Fiscal Year 2012-13
Equipment Requests



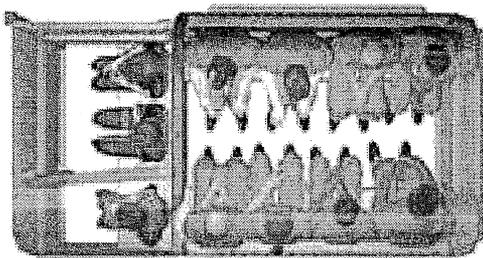
Vehicle Replacement (3) - \$99,000

To effectively maintain the department's fleet in a cost effective manner, we request the replacement of three marked patrol cars. This removes older high mileage cars. We will utilize the NYS contract bid process to get the best pricing. This will also allow us to phase out the last of the dark blue patrol cars with the black and white color scheme.



Prisoner Transport Van with Van cell \$32,000

The WPD transports prisoners from the PSB to Watertown City Court on a daily basis including weekends. Last year we made over 600 trips moving some 900 prisoners. This van would cut down the number of trips significantly saving man hours.

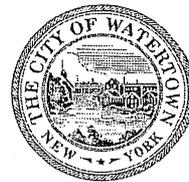


It would be safer for both officers and prisoners utilizing the "VanCell" in the vehicle. This vehicle could also be used when the drug task force executes a search warrant and multiple prisoners need to be transported to the PSB.

Criminal Investigations Division - Unmarked car \$26,000

The investigations unit currently has an eight year old 2004 Chevrolet with high mileage. This vehicle has needed more than routine repairs and will need body work. Our objective is to have detectives in safe, reliable transportation.

Fiscal Year: 2012-13
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 maintains an adequate staffing of 81 uniformed personnel to respond to emergencies, as well as conducting training, fire prevention and safety inspections. In 2011, the Department responded to 3,248 calls for assistance, 565 were calls for fires and hazardous conditions, and 2,060 calls for rescue/medical assistance. There were no fire fatalities in 2011. There were 8,059 building safety inspections completed, ten juvenile fire setters were counseled, and we continued to educate the citizens about safety, stressing the need for smoke detectors.

2011-12 Accomplishments:

- ✓ Worked with City and County stake holders, to implement the City/County Interoperable radio system. This included obtaining a FCC license for Police and Fire Departments UHF communication system.
- ✓ Responded water rescue teams, through requests from State Wide Fire Mobilization Plan, to communities hit by Hurricane Irene and Tropical Strom Lee.
- ✓ Expanded our expertise in the technical rescue field utilizing Homeland Security grant of \$38,000.
- ✓ Expanded the use of GIS mapping system in our response vehicles.
- ✓ Applied for two grants for funding of safety, operations, training, and prevention, through Federal Homeland Security.

2012-13 Goals and Objectives:

- Develop radio usage procedures for the new interoperable radio system with City and County stake holders.
- Continue to seek grant funding for safety equipment, support operations, training, hazard prevention, and building weatherization.
- Work with Code Enforcement to develop a more effective inspection procedure for Fire Prevention personnel.
- Expand our expertise in the technical rescue field of rope rescue.
- Work with Purchasing Department to replace a 1989 pick-up with plow.

Fiscal Year: 2012-13
 Department: Fire Department
 Account Code: A3410
 Function: Public Safety



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	1,630,049	148,519	163,165	165,115
120 Clerical	31,780	32,391	32,939	33,570
130 Wages	2,671,923	4,337,565	4,345,666	4,366,928
140 Temporary	-	-	-	-
150 Overtime	278,218	327,184	310,000	280,000
155 Holiday Pay	168,331	171,493	175,500	183,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,486	17,699	12,500	17,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	16,500	15,900	16,800	16,800
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	4,805,287	5,050,751	5,056,570	5,062,913
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	51,218	-	-	13,000
Total Equipment	51,218	-	-	13,000
Operating Expenses				
410 Utilities	54,379	50,053	54,875	45,525
420 Insurance	4,723	5,731	6,013	5,455
430 Contracted Services	48,809	47,707	67,300	73,600
440 Fees Non Employees	4,345	3,620	3,300	4,000
450 Miscellaneous	15,002	48,893	33,750	31,650
455 Dept. Vehicle Expense	87,952	120,773	127,917	127,615
460 Materials and Supplies	22,692	26,978	31,500	32,500
465 Equipment < \$5,000	98,553	31,726	40,600	39,760
Total Operating Expenses	336,455	335,481	365,255	360,105
Fringe Benefits				
810 New York State Retirement	2,434	3,782	5,567	6,480
820 Police/Fire Retirement	851,664	1,093,967	1,332,902	1,495,978
830 Social Security Expense	351,021	369,787	386,828	385,975
840 Workers' Compensation	52,410	58,984	45,000	80,000
850 Health Insurance	947,283	909,625	889,323	933,479
Total Fringe Benefits	2,204,812	2,436,145	2,659,620	2,901,912
Department Total	7,397,772	7,822,377	8,081,445	8,337,930

Fire Department

City of Watertown

A3410

Personnel Services

2012-13
Budget

110	Salaries		
	Fire Chief	85,840	
	Deputy Fire Chief	79,275	\$165,115
120	Clerical		
	Secretary		\$33,570
130	Wages		
	Battalion Fire Chief (5)	369,683	
	Fire Captain (21)	1,293,940	
	Firefighter(53)	2,703,305	\$4,366,928
150	Overtime		\$280,000
155	Holiday Pay		\$183,000
175	Health Insurance Buyout		\$17,500
190	EMT Incentive		<u>\$16,800</u>
	Total Personnel Services		\$5,062,913

Equipment

250	Other		
	Thermal Imaging Camera		<u>\$13,000</u>
	Total Equipment Expenses		\$13,000

Operating Expenses

410	Utilities		
	Telephone	13,600	
	Westelcom	5,125	
	Gas	16,000	
	Water and Sewer	6,600	
	Electric	4,200	\$45,525
420	Insurance		\$5,455
430	Contracted Services		
	Testing Fire Apparatus	4,500	
	Printing, Copy Machine Service	4,500	
	Tools, Equipment, & Repairs	7,000	
	Fire Alarm Monitoring	1,100	
	Miscellaneous Bldg. Repairs	6,000	
	Overhead door replacement (3)	15,000	
	Electric, Plumbing/HVAC Repairs	6,000	

	Radio Repair & Service	9,500	
	Testing/Repair SCBA Equipment	4,500	
	Hardware/Software Maintenance	12,500	
	SCBA Compressor Maint.	3,000	\$73,600
440	Fees, Non Employee		
	Physicals, OSHA Testing		\$4,000
450	Miscellaneous		
	Dues, Memberships	1,000	
	NFPA Subscriptions	900	
	Arson Seminars (Fire/Police)	800	
	Technical Rescue Training	3,000	
	Fire Recruit Training (2)	7,700	
	Books & Publications	1,500	
	Shipping	750	
	Travel Reimbursement	5,000	
	Misc. Academy Training	2,000	
	NYS Code Subscription/Training	2,000	
	Hats, Badges, Clothing	7,000	\$31,650
455	Dept. Vehicle Expenses		
	Fire Apparatus Parts	29,000	
	Vehicle Preventive Maintenance	8,500	
	DPW Charges, Gas, Oil	23,000	
	Automobile Parts, Repairs	12,500	
	Diesel Fuel & Additive	35,000	
	Insurance	19,615	\$127,615
460	Materials and Supplies		
	Office Supplies	2,500	
	Maint. and Cleaning Supplies	18,000	
	Training Supplies	1,500	
	Chemicals for Extinguishers	1,000	
	Medical Supplies	2,500	
	Foam	1,000	
	Air Filters HVAC Units	500	
	FPB Publications/Supplies	5,500	\$32,500
465	Equipment < \$5,000		
	Turnout Gear (6)	14,260	
	Boots	2,000	
	Gloves, Face Pieces, Hoods	3,000	
	Fire Helmets (6)	1,500	
	Life Rope, Hose, Nozzles, Ropes	5,000	
	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	<u>\$39,760</u>
Total Operating Expenses		\$360,105

Fringe Benefits

810 New York State Retirement		\$6,480
820 Fire Retirement System		\$1,495,978
830 Social Security Expense		\$385,975
840 Worker's Compensation		\$80,000
850 Health Insurance		<u>\$933,479</u>
Total Fringe Benefits		\$2,901,912

TOTAL BUDGET		\$8,337,930
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Fiscal Year 2012-13
Equipment Request



Purchase New Thermal Imaging Camera: \$13,000

In 2000, the fire department entered a new era of fire suppression with the acquisition of two state of the art thermal imaging cameras. Since that time, these cameras have been used by both fire and police responders to aid their view of objects through atmospheres that the naked eye cannot penetrate. The first department cameras cost over \$18,000 each and through improved technologies, today's cameras are smaller, have more features and are more cost effective.



In 2009, the department obtained Assistance to Firefighter Grant to purchase additional thermal cameras. The goal was to have a camera available on each first due fire apparatus. The grant allowed the department to purchase one large camera to replace one of the 2000 vintage cameras that became unusable, and four smaller personalized cameras.

The Fire Department relies heavily on the capabilities of this essential tool to locate victims, identify the fires location and extension as well as their ability to enhance firefighter safety. The acquisition of this camera would bring the department back to having two large versatile cameras and four smaller personal size cameras. The department is seeking authorization to purchase a new thermal imaging camera to replace a unit that cannot be repaired. The manufacturer of our current camera is no longer in business and the support for this product is non-existent.

Fiscal Year: 2012-13
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.

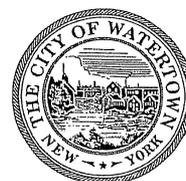
2011-12 Accomplishments

- ✓ 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. County put negotiations on hold pending City adoption of new dog control legislation. Continued outreach to County Administrator to discuss a new agreement to cover the City for the next ten (10) years.
- ✓ Ran a crow dispersal program using Loomacres.

2012-13 Goals and Objectives:

- Negotiate new Dog Control Agreement with Jefferson County.
- Work with City Dog Control Officer to prosecute cases of neglect and abuse within the City of Watertown.
- Work with Dog Control as they do remuneration in the City.
- Continue to monitor impact of new statewide licensing regulations on City dog owners and find ways to better communicate with Dog Control regarding licensing of dogs in the City.
- Work with Dog Control Officer and City Police to make sure that new Dog regulations are enforced at public gatherings.
- Continue to refine plan to deal with the growing winter crow population in the City. Talk with other communities to see how we can better deal with crow dispersal.

Fiscal Year: 2012-13
 Department: Animal Control
 Account Code: A3510
 Function: Public Safety



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	1,500	-	-
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	-	1,500	-	-
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	95,651	91,382
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	95,651	91,382
Fringe Benefits				
810 New York State Retirement	-	51	-	-
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	112	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	-	163	-	-
Department Total	85,382	87,045	95,651	91,382

Control of Animals

City of Watertown

A3510

Personnel Services

2012-13
Budget

Operating Expenses

430 Contracted Services

Dog Control Services

85,382

Crow Dispersal

6,000

\$91,382

Total Operating Expenses

\$91,382

TOTAL BUDGET

\$91,382

Fiscal Year: 2012-13
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 589 Building Permits issued last year, ranging from fences and minor repairs to new construction, having an approximate construction value of \$50,581,000. Additionally, this office processed 45 sign and 187 heating permits, 20 certificates of occupancy, and 39 certificates of compliance, generating permit revenue of \$77,000. This office fielded and investigated over 1,125 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure.

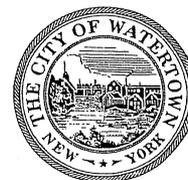
2011-12 Accomplishments:

- ✓ Finalized the inspection process of the following projects:
 - Ives Hill Retirement Expansion
 - Hilton Garden Inn
 - North Country Transitional Living-Phase II
 - Hospice
 - Samaritan Medical Center (Various Projects)
- ✓ Worked on blight removal through the NYS Property Maintenance Code. Properties demolished and slated for demolition include:
 - 424 VanDuzee St. – Building #10
 - 259 Seymour St. – Garage
 - 1 Boyd Pl. – Entire Structure
 - 522 Mohawk St. – Entire Structure
 - 111 N. Orchard St. – Entire Structure
 - 507 Cross St. – Entire Structure
- ✓ Worked with property owners on various construction/remodeling projects.

2012-13 Goals and Objectives:

- Continue the inspection process of the following projects:
 - Renzi's Expansion
 - Fairfield-Marriott Hotel
 - Creekwood
 - Samaritan Medical Center(Various Projects)
- 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.

Fiscal Year: 2012-13
 Department: Bureau of Code Enforcement
 Account Code: A3620
 Function: Public Safety



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	61,557	62,481	60,846	61,454
120 Clerical	39,151	39,998	40,516	41,305
130 Wages	99,030	102,715	102,907	104,937
140 Temporary	1,297	391	-	-
150 Overtime	1,161	1,898	2,000	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	4,257	3,234	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	206,453	210,717	206,269	209,696
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	1,414	970	1,200	1,200
420 Insurance	-	-	-	-
430 Contracted Services	3,600	34,439	29,170	31,900
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	3,517	2,776	5,400	6,400
455 Dept. Vehicle Expense	3,550	4,127	6,366	5,500
460 Materials and Supplies	918	452	1,500	1,500
465 Equipment < \$5,000	-	27	500	500
Total Operating Expenses	12,999	42,791	44,136	47,000
Fringe Benefits				
810 New York State Retirement	15,543	24,478	34,445	40,471
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	15,015	15,378	15,780	16,042
840 Workers' Compensation	-	-	-	-
850 Health Insurance	47,074	44,344	42,865	45,338
Total Fringe Benefits	77,632	84,200	93,090	101,851
Department Total	297,084	337,708	343,495	358,547

Code Enforcement

City of Watertown

A3620

Personnel Services

**2012-13
Budget**

110	Salaries	
	Code Enforcement Supervisor	\$61,454
120	Clerical	
	Code Enforcement Aide	\$41,305
130	Wages	
	Sr. Code Enforcement Officer	54,360
	Code Enforcement Officer	50,577
		\$104,937
150	Overtime	<u>\$2,000</u>
	Total Personnel Services	\$209,696

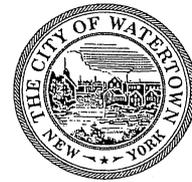
Operating Expenses

410	Utilities	
	Cell Phones	\$1,200
430	Contracted Services	
	Health Officer	1,500
	Printing	600
	Blight Removal/Demolitions	20,000
	Title Searches	1,500
	Asbestos Surveys	3,800
	Copier Maintenance	4,300
	Tire Disposal	200
		\$31,900
450	Miscellaneous	
	Travel and Training	5,000
	Publications	300
	Dues	800
	Safety Gear/Supplies	300
		\$6,400
455	Vehicle Expense	
	Gasoline	2,500
	Insurance	1,000
	Maintenance	2,000
		\$5,500
460	Materials and Supplies	
	Property Securing Materials	\$1,500
465	Equipment < \$5,000	
	Small Tools	<u>\$500</u>
	Total Operating Expenses	\$47,000

Fringe Benefits

810	New York State Retirement	\$40,471
830	Social Security Expense	\$16,042
850	Health Insurance	<u>\$45,338</u>
	Total Fringe Benefits	\$101,851
	TOTAL BUDGET	\$358,547

Fiscal Year: 2012-13
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 2010.2011, generation totaled 23,697,672 up from 21,408,527kwh during Fiscal Year 2009.2010.

2011-12 Accomplishments:

- ✓ Dewatered and pressure grouted sections of Unit #3 concrete spiral case.
- ✓ Fabricated new gasket for Unit #1 upper generator guide bearing housing.
- ✓ Realigned and adjusted wicket gates and pillow blocks.
- ✓ Installed new fore bay head level transducer.
- ✓ Installed new powerhouse exhaust fan located at center window.

2012-13 Goals and Objectives:

- To maximize power generation output.
- Perform needed trash rake repairs, and replace damaged components.
- Perform needed repairs to the fore bay concrete deck.
- Paint the powerhouse walls and floors.
- Continue to acquire critical spare parts, and PLC cards for the various systems to prevent severe lag time during failures and sequential repairs.
- Review and put into place a new Professional Maintenance Service Agreement.

Fiscal Year: 2012-13
 Department: Hydroelectric Production
 Account Code: A5184
 Function: Home and Community Services



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	8,200
120 Clerical	-	-	-	-
130 Wages	-	-	-	8,000
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	-	-	-	16,200
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	877	875	950	930
420 Insurance	6,949	7,432	7,676	7,700
430 Contracted Services	261,324	263,892	249,513	278,700
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	-	217	2,500	-
465 Equipment < \$5,000	2,453	-	15,500	13,000
Total Operating Expenses	271,603	272,416	276,139	300,330
Fringe Benefits				
810 New York State Retirement	-	-	-	3,130
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	-	-	-	1,240
840 Workers' Compensation	30,873	31,208	33,000	40,000
850 Health Insurance	-	-	-	3,950
Total Fringe Benefits	30,873	31,208	33,000	48,320
Department Total	302,476	303,624	309,139	364,850

Hydroelectric Production

City of Watertown

A5184

Personnel Services	2012-13 Budget
110 Salaries	
Water Superintendent*	\$8,200
130 Wages	
SCADA Technician**	<u>\$8,000</u>
Total Personnel Services	\$16,200

Operating Expenses

410 Utilities		
Telephone	600	
Electric (Huntington Dam)	330	\$930
420 Insurance		\$7,700
430 Contracted Services		
Operations & Maintenance	228,000	
Additional Services	1,800	
Trash Rake Repairs	5,000	
Repair Concrete Intake Deck	10,400	
Paint Internal Floors and Walls	20,000	
FERC License Fee	13,500	\$278,700
465 Equipment <\$5.000		
Excitation System Spare Parts	10,000	
PLC Spare Cards	3,000	<u>\$13,000</u>
Total Operating Expenses		\$300,330

Fringe Benefits

810 New York State Retirement		\$3,130
830 Social Security Expense		\$1,240
840 Workers' Compensation		\$40,000
850 Health Insurance		<u>\$3,950</u>
Total Fringe Benefits		\$48,320

TOTAL BUDGET **\$364,850**

* 50% Water/ 40% Sewer/ 10% Hydro

**40% Water/40% Sewer/20% Hydro

Fiscal Year: 2012-13
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.

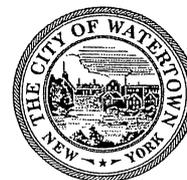
2011-12 Accomplishments:

- ✓ Completed Wayfinder Sign Installation Program.
- ✓ Completed subsurface work at both Bicentennial and Marble Street Parks.
- ✓ Installed 775 feet of fiber optic conduit along the Stone Street Corridor from South Massey Street to Sherman Street.
- ✓ Installed an automatic transfer switch assembly for the secondary power in the Sewage Treatment Plant Control Building.
- ✓ Switched road marking paint from oil base to water base with acceptable results.
- ✓ Installed 1,400 linear feet of fiber optic conduit in the JB Wise Parking Lot.
- ✓ Continued to provide the IT Department with data and communication port installation assistance at City Hall and Flower Memorial Library as well as all of our City facilities.

2012-13 Goals and Objectives:

- Complete and commission Stone Street Fiber Network Corridor thereby establishing dedicated data communication capabilities servicing City Hall, Public Safety Building, Fairgrounds, Sewage Treatment Plant and Public Works.
- Complete the electrical installation of the Bicentennial and Marble Street Park projects.
- Install video security systems at our new facilities at Marble Street Park and the JB Wise Pavilion Facilities.
- Install "test" traffic signal camera and detector assembly at the Stone/Sherman Street traffic signal and evaluate its performance as a potential replacement option of our present loop activation systems.
- Continue with the implementation of CarteGraph Sign Module and complete the initial retroreflectivity inspections of our STOP sign inventory.

Fiscal Year: 2012-13
 Department: Traffic Control and Lighting
 Account Code: A5186
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	62,284	-	-	-
120 Clerical	-	-	-	-
130 Wages	148,828	213,705	214,955	216,497
140 Temporary	4,224	4,182	4,000	4,500
150 Overtime	18,515	17,898	20,000	20,000
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	233,851	235,785	238,955	240,997
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	24,500
Total Equipment	-	-	-	24,500
Operating Expenses				
410 Utilities	345,978	376,449	372,600	357,950
420 Insurance	1,288	1,371	1,512	1,435
430 Contracted Services	12,030	10,386	14,475	9,980
440 Fees Non Employees	463	316	400	400
450 Miscellaneous	1,673	1,086	2,000	3,500
455 Dept. Vehicle Expense	16,495	24,576	24,307	24,165
460 Materials and Supplies	48,010	41,456	50,000	54,500
465 Equipment < \$5,000	-	722	11,200	10,800
Total Operating Expenses	425,937	456,362	476,494	462,730
Fringe Benefits				
810 New York State Retirement	18,262	27,594	39,707	46,512
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	17,269	17,422	18,280	18,436
840 Workers' Compensation	15,332	904	1,000	1,000
850 Health Insurance	45,562	45,512	45,787	47,252
Total Fringe Benefits	96,425	91,432	104,774	113,200
Department Total	756,213	783,579	820,223	841,427

Municipal Traffic Control and Lighting

City of Watertown

A5186

Personnel Services

**2012-13
Budget**

130	Wages		
	Line Crew Chief	64,896	
	Lineworker II (2)	104,956	
	Sign Maintenance Worker (2)*	46,645	\$216,497
140	Temporary		\$4,500
150	Overtime		<u>\$20,000</u>
	Total Personnel Services		<u>\$240,997</u>

Equipment

250	Other Equipment > \$5,000		
	Portable Light Tower	8,500	
	Variable Message Board	16,000	<u>\$24,500</u>
	Total Equipment		<u>\$24,500</u>

Operating Expenses

410	Utilities		
	Cellular Phone	1,500	
	Traffic Signals - Electric	16,400	
	Street Lighting - Electric	333,000	
	Town Clock - Electric	2,000	
	Public Square Gazebo / Woodruff Site	1,500	
	Electric for Christmas Decorations	750	
	Natural Gas/Electric (EngineSt)	1,600	
	FAX Line	300	
	Water/Sewer	900	\$357,950
420	Insurance		\$1,435
430	Contracted Services		
	FCC Radio Reprogram (4 x \$15)	60	
	Janitorial Services	5,570	
	Annual Overhead Door Maintenance	100	
	Equipment Rentals	1,500	
	Electrical Inspection Fees	250	
	Building Maintenance	1,000	
	Tool Repairs	1,000	
	Welding/Cylinder Supplies/Rental	500	\$9,980

440	Fees, Non Employee		
	Employment Related Testing		\$400
450	Miscellaneous		
	Professional Certification/Testing	1,000	
	ARC Protection Gear	1,500	
	Personnel/Vehicular Safety Equipment	1,000	\$3,500
455	Dept. Vehicle Expense		
	FCC Mandated Radio Upgrade (1-83,6-4)	1,300	
	Maintenance & Repairs	6,300	
	Routine Preventive Maintenance	700	
	Gas and Diesel Fuel	7,600	
	Vehicle Safety Inspection (4)	2,500	
	Insurance	5,765	\$24,165
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 & LEDs	1,000	
	Miscellaneous Supplies	2,300	
	Sign and Paint Crew:		
	Riverpark & Wayfinder Sign Replacement	2,500	
	Aluminum Sign Blanks	4,000	
	Hardware and Sign Faces	3,800	
	Reflective Sheeting	10,000	
	Channel Posts	3,500	
	Road Tape & Arrows	5,000	
	Road Paint	1,000	
	Sign Foundations	1,500	
	Paint Stencils	1,000	
	Miscellaneous Supplies	2,000	\$54,500
465	Equipment < \$5,000		
	Air Compressor (Sign Shop)	1,500	
	Video Loop Detector (2)	4,800	
	Sherman/Stone Hardware Upgrade	4,500	\$10,800
	Total Operating Expenses		\$462,730

Fringe Benefits

810	New York State Retirement	\$46,512
830	Social Security Expense	\$18,436
840	Workers' Compensation	\$1,000
850	Health Insurance	<u>\$47,252</u>
	Total Fringe Benefits	\$113,200

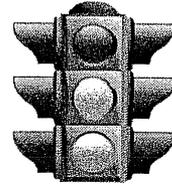
TOTAL BUDGET

\$841,427

* (1/3) A5142

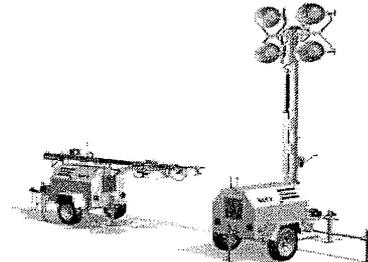
A5186 – Traffic Control and Lighting

Fiscal Year 2012-13
Equipment Requests



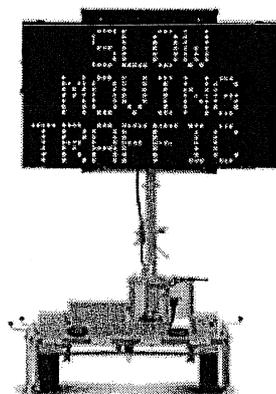
Portable Lighting Tower \$8,500

This is a request to purchase portable lighting tower. The tower that is currently utilized by the department is over twenty years old and has over 7,000 hours of use. This request will replace the existing equipment and will be utilized during special events and emergencies.

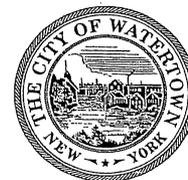


Portable Message Board \$16,000

This message board will be an addition to the four (4) presently used by the Public Works Department . This request will add to the existing equipment and will be utilized during road construction, special events and emergencies.



Fiscal Year: 2012-13
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 147,600 in the 2010-2011 fiscal year we saw a 1% passenger decrease in our fixed route system and an 10% passenger decrease in our Paratransit Program. During this same period, revenues of \$155,136 were generated from passenger sales. Approximately 45% of the funding for bus operations comes from State and Federal Programs, 21% 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.

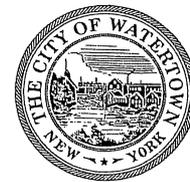
2011-12 Accomplishments:

- ✓ Networked with NYSDOT, NYPTA and Federal leadership to research funding sources available for City Transit. Continued to actively participate with FDRLO and adjoining counties in transportation study.
- ✓ Investigated inter-municipality agreements as a possible alternative to upgrading our transit operating status to Operating Authority with the final conclusion/recommendation that we pursue the Operating Authority Classification to coincide with the replacement of our transit bus fleet.
- ✓ Secured easement agreements to allow for the installation of the four (4) grant funded bus shelters with the anticipation of project completion before the end of the fiscal year.

2012-13 Goals and Objectives:

- Assist FDRLO and NYSDOT in their search for a lead agency to secure funding for a Mobility Manager needed to address the regional transportation gaps.
- Establish performance criteria with successful bidder for 2012-2015 paratransit contract which commences at the beginning of the fiscal year.
- Continue to work on coordinated plans with NYSDOT and County Agencies for potential contracts in support of transit funding.
- Prepare and submit grant funding application for transit bus replacement in FY 2013-2014.

Fiscal Year: 2012-13
 Department: Citibus
 Account Code: A5630
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	240,989	217,708	263,143	274,183
140 Temporary	63,475	76,061	42,000	42,000
150 Overtime	9,926	9,807	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	314,390	303,576	316,143	327,183
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	57,757	-	-
240 Highway and Street	-	-	-	-
250 Other	11,445	-	19,000	-
Total Equipment	11,445	57,757	19,000	-
Operating Expenses				
410 Utilities	9,755	8,501	9,006	5,750
420 Insurance	1,687	1,770	1,724	1,099
430 Contracted Services	94,095	99,573	97,315	105,130
440 Fees Non Employees	1,322	2,951	1,500	5,160
450 Miscellaneous	4,154	2,655	6,600	6,600
455 Dept. Vehicle Expense	139,695	158,861	185,707	169,404
460 Materials and Supplies	6,646	5,685	7,800	5,200
465 Equipment < \$5,000	64,867	-	-	450
Total Operating Expenses	322,221	279,996	309,652	298,793
Fringe Benefits				
810 New York State Retirement	24,548	37,244	53,428	63,150
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	23,188	22,306	24,185	25,030
840 Workers' Compensation	45,358	37,539	40,000	42,000
850 Health Insurance	60,116	55,122	59,886	70,668
Total Fringe Benefits	153,210	152,211	177,499	200,848
Department Total	801,266	793,540	822,294	826,824

CitiBus

City of Watertown

A5630

Personnel Services

**2012-13
Budget**

130	Wages		
	Transit Supervisor	61,381	
	Head Bus Driver	43,522	
	Bus Driver (5)	169,280	\$274,183
140	Temporary		42,000
150	Overtime		<u>11,000</u>
	Total Personnel Services		\$327,183

Operating Expenses

410	Utilities		
	Water/Sewer	1,200	
	Electric - Transfer Site	1,800	
	Gas	2,450	
	Cellular Phone	300	\$5,750
420	Insurance		\$1,099
430	Contracted Services		
	Paratransit Contract	84,000	
	Janitorial Services	14,900	
	Yellow Page Listing	420	
	Alarm System Monitoring	360	
	Pipe Inspection Fire Sprinkler System	1,250	
	Overhead Door Maintenance/Repair	1,000	
	Overhead Door Preventive Maintenance	200	
	Semi Annual Sprinkler Inspections	250	
	Heating System Maintenance	1,000	
	Miscellaneous Services / Repairs	1,750	\$105,130
440	Fees, Non Employee		
	Employee Vaccinations	3,360	
	Employment Related Testing	1,800	\$5,160
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	12,024	
	Tires	7,000	
	Fuel for Truck (40% NYS Reimbursed)	1,030	
	Fuel for Buses	92,000	
	Fuel for Paratransits	13,100	
	Repairs and Maintenance	42,500	
	Repairs and Maintenance Paratransit	1,750	\$169,404
460	Materials and Supplies		
	Weather Gear	200	
	Office Supplies	500	
	Cleaning / Supplies	1,500	
	Printing (tickets, transfers)	3,000	\$5,200
465	Other Equipment <\$5000		
	Digital Camera Replacement		<u>\$450</u>
	Total Other Equipment		\$298,793

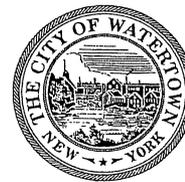
Fringe Benefits

810	New York State Retirement		\$63,150
830	Social Security Expense		\$25,030
840	Workers' Compensation		\$42,000
850	Health Insurance		<u>\$70,668</u>
	Total Fringe Benefits		\$200,848

TOTAL BUDGET **\$826,824**

* Offset by Revenue

Fiscal Year: 2012-13
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

2011-12 Accomplishments:

- ✓ Entered into a new 5-year lease agreement for the State Street Parking Lot with an expiration date of October 21, 2016.
- ✓ Completed southern excavation and settlement repair of the City owned portion of the easterly portion of the State Street Parking Lot.
- ✓ Worked with contractors and City Staff on the J.B. Wise Parking Lot reconstruction.

2012-13 Goals and Objectives:

- Replace guiderail along the northern boundary of the Court Street Parking Lot.
- Overlay the westerly State Street Parking Lot.
- Conduct a street lighting evaluation of the State Street and Court Street Parking Lots.
- Evaluate the operation of the JB Wise Parking Lot's "Rain Gardens".

Fiscal Year: 2012-13
 Department: City Parking Facilities
 Account Code: A5650
 Function: Transportation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 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	9,179	9,196	8,700	10,000
420 Insurance	1,349	1,535	1,601	1,454
430 Contracted Services	36,540	23,574	23,600	25,100
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	6,685	621	19,500	46,750
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	53,753	34,926	53,401	83,304
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	53,753	34,926	53,401	83,304

City Parking Facilities

City of Watertown

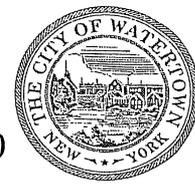
A5650

Operating Expenses

2012-13
Budget

410	Utilities		
	Electric		\$10,000
420	Insurance		\$1,454
430	Contracted Services		
	Stone Street Lease Payments	21,200	
	State Street Parking Lot Lease	2,600	
	State Street Lot Tax Reimbursement	1,300	\$25,100
460	Materials and Supplies		
	Court Street Guiderail Replacement	15,000	
	State Street (Westerly Half) Overlay	25,000	
	Mulch Material	1,250	
	Painting & Striping Road Markings	2,500	
	Routine Maintenance of Lights/Signs/Facilities	3,000	<u>\$46,750</u>
	Total Operating Expenses		\$83,304
	TOTAL BUDGET		\$83,304

Fiscal Year: 2012-13
 Department: General Fund
 Account Code: A6310, A6410, A6989, A7510, A8010
 Function: General Government Support



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
A6310 CAPC	52,000	52,000	62,000	52,000
A6410 Publicity	440	2,183	5,000	5,000
A6530 Private Social Service Agency	-	-	11,600	2,200
A6989 Economic Development	-	-	-	-
A7510 Historian	187	-	250	250
A8010 Zoning	<u>1,186</u>	<u>2,079</u>	<u>2,500</u>	<u>2,500</u>
Total Budget	\$53,813	\$56,262	\$81,350	\$61,950

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.

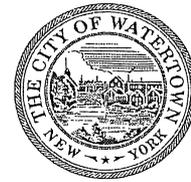
A6530 Private Social Services Agency – City support of the Urban Mission and the Volunteer Transportation Center.

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

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

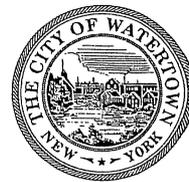
A8010 Zoning - Costs associated with the Zoning Board of Appeals.

Fiscal Year: 2012-13
 Department: Parks and Recreation Department
 Account Code: General Fund
 Function: Parks and Recreation Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Administration	163,193	165,380	183,189	294,914
Thompson Park	265,445	275,975	301,782	340,068
Playgrounds	52,898	46,102	54,133	70,994
Fairgrounds	109,118	126,619	163,659	210,989
Athletic Program	45,900	43,613	55,686	138,978
Outdoor Pools	148,394	150,210	133,872	164,318
Ice Arena	<u>345,858</u>	<u>380,680</u>	<u>407,295</u>	<u>468,904</u>
Parks & Recreation	1,130,806	1,188,579	1,299,616	1,689,165

Fiscal Year: 2012-13
Department: Recreation Administration
Account Code: A7020
Function: Culture and Recreation



Description: Recreation Administration provides for the personnel management, planning, support services and financial management for the Parks and Recreation Department. This account contains three full-time employees: the Superintendent, a Program Manager, and a Senior Account Clerk Typist. Recreation Administration oversees seven full-time employees and approximately 75 seasonal employees dedicated to Parks and Recreation. The Department continually works with organizations throughout the City to meet community needs. A variety of indoor and outdoor concerts, all athletic field usage, arena and fairgrounds events, in addition to golf, tennis and swim lessons are coordinated through the administration office. The Parks and Recreation Department operates the concession stand at the Arena and is responsible for ordering, scheduling and collection of revenues relating to concession operations.

2011-12 Accomplishments:

- ✓ Transitioning to a stand-alone department with Superintendent reporting directly to the City Manager.
- ✓ In conjunction with the Comptroller's office and the Department of Public Works, completed an internal audit of records dating back six years.
- ✓ Implementing Corrective Action Plan developed by Comptroller's office and City Manager's office, to ensure sound fiscal management of all departmental operations.
- ✓ Expanded and improved concession operations within the Municipal Arena, including the addition of digital cash registers, increased inventory control, and the ability to accept credit and debit cards.

2012-13 Goals and Objectives:

- Effect a smooth transition to new leadership in the department.
- Research, select and implement new reservation software which, among other features, will allow citizens the ability to book reservations on-line.
- Continue to evaluate Arena concession operations including menu offerings, inventory control, and hours of operation.
- Work to expand recreational services provided in the community and develop new marketing initiatives to support new and existing programs as well as facility availability.

Fiscal Year: 2012-13
 Department: Recreation Administration
 Account Code: A7020
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	64,762	65,734	64,014	119,250
120 Clerical	38,578	39,145	39,123	39,877
130 Wages	-	-	-	-
140 Temporary	4,508	-	6,000	3,000
150 Overtime	6,705	10,820	6,500	3,000
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	114,553	115,699	115,637	165,127
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	18,000
240 Highway and Street	-	-	-	-
250 Other	-	-	9,400	30,000
Total Equipment	-	-	9,400	48,000
Operating Expenses				
410 Utilities	1,125	1,197	1,250	1,320
420 Insurance	-	-	-	-
430 Contracted Services	6,971	6,986	6,830	2,285
440 Fees Non Employees	100	-	275	700
450 Miscellaneous	781	734	791	850
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	136	49	290	300
465 Equipment < \$5,000	-	-	400	-
Total Operating Expenses	9,113	8,966	9,836	5,455
Fringe Benefits				
810 New York State Retirement	9,061	13,736	19,543	31,870
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	8,404	8,528	8,846	12,635
840 Workers' Compensation	-	-	-	-
850 Health Insurance	22,062	18,451	19,927	31,827
Total Fringe Benefits	39,527	40,715	48,316	76,332
Department Total	163,193	165,380	183,189	294,914

Recreation Administration

City of Watertown

A7020

Personnel Services

2012-13
Budget

110	Salaries		
	Superintendent of Parks and Rec.	69,250	
	Program Director	50,000	\$119,250
120	Clerical		
	Senior Account Clerk Typist		\$39,877
140	Temporary		\$3,000
150	Overtime		<u>\$3,000</u>
	Total Personnel Services		\$165,127

Equipment

230	Motor Vehicles		
	Staff Vehicle		\$18,000
250	Equipment > \$5,000		
	Reservation Software		<u>\$30,000</u>
	Total Equipment		\$48,000

Operating Expenses

410	Utilities		
	Telephone		\$1,320
430	Contracted Services		
	Copier/Printer Maintenance	1,000	
	HVAC Maintenance	150	
	Cartegraph Subscription Renewal	955	
	Monitoring of Alarm System	180	\$2,285
440	Fees, Non-Employee		
	CPR/1st Aid Instructions	450	
	Red Cross Fee	250	\$700
450	Miscellaneous		
	NYS Rec. & Park Membership	400	
	Nat. Inst. Parks & Recreation	350	
	Mileage Reimbursements	50	
	Uniforms and Protective Clothing	50	\$850
460	Materials and Supplies		
	Paper & Poster Board	75	
	Janitorial/Cleaning Supplies	50	
	Maintenance Supplies	75	
	Miscellaneous Office Supplies	100	<u>\$300</u>
	Total Operating Expenses		\$5,455

Fringe Benefits

810	State Retirement	\$31,870
830	Social Security Expense	\$12,635
850	Health Insurance	<u>\$31,827</u>
	Total Fringe Benefits	\$76,332
TOTAL BUDGET		\$294,914

A7020 – Parks & Recreation Administration

Fiscal Year 2012-13
Equipment Requests



Reservation Software \$30,000

This is a request to purchase new reservation software for the Parks and Recreation Department to use to schedule events throughout the numerous locations maintained by this department. After lengthy discussions and analysis by staff from Parks and Recreation, IT, and the City Manager's Office, it has been determined that our current reservation software is not meeting the needs of the City of Watertown. As such, staff is seeking authorization to research, select, and implement a new reservation software package. The above dollar amount is a benchmark taken from several reservation software proposals; the actual amount may be less. Staff from IT and the City Manager's Office will work in conjunction with the new Parks and Recreation leadership team to make a final software selection.

A7020.230 – Recreation Administration

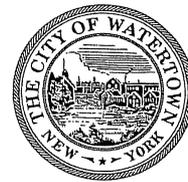
Fiscal Year 2012-13
Equipment Request

Purchase New Four-Door Sedan: \$18,000

This is a request to purchase a new 2012 Ford Focus for use by the Superintendent of Parks and Recreation. Currently there is no vehicle assigned to the Superintendent position which requires daily travel between the Municipal Arena, Fairgrounds facilities, Thompson Park, City pools, and various playgrounds.



Fiscal Year: 2012-13
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation



Description: The John C. Thompson Park, given as a gift to the City of Watertown, was designed by the country's preeminent landscape architectural firm, the Olmsted Brothers, at the turn of the 20th Century. The Park contains 355 acres including large open green spaces, untouched woodlands, a children's creative playground, tennis courts, picnic areas, pavilions, exercise trails, a modern habitat zoo, seasonal swimming, cross country ski trails, sledding areas and a private golf course. The Park is open year round from 7:00 am to 9:00 pm and is attended by three full-time and five seasonal employees. The City works closely with the Thompson Park Conservancy, which operates the Zoo. There were 187 reservations made for 14,580 people, 8 charity walks, boy and girl scout events, a car show and an agricultural extravaganza, concerts and fireworks display, 161 buses that carried 8,855 school children for various field trips, 19 weddings, 23 military functions, several other events that totaled 34,015 in park attendance. This figure does not include daily activity or other special events that were held at the Park including the North Country Arts Gala.

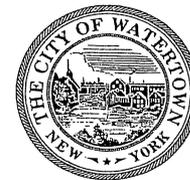
2011-12 Accomplishments:

- ✓ Worked with City Engineering Department, Bernier Carr and Thompson Park Conservancy on plans for the Aviary Building.
- ✓ Worked with Conservancy through transition to a new Zoo Director.
- ✓ Completed NYSERDA Energy Audit of the Thompson Park Maintenance Facility.
- ✓ Completed Phase I of window replacements at the Zoo Director's residence.
- ✓ Hosted annual Fourth of July concert after private funding was secured to finance Symphony Syracuse.
- ✓ Cleared and contoured approximately 60,000 square feet of undeveloped space in area around the intersection of Pinnacle Wood Drive and East Tower Drive.

2012-13 Goals and Objectives:

- Continue to work with the Thompson Park Conservancy as the former Aviary building is transformed into the Learning Center.
- As a component of capital project, continue plans on pavilion roof replacement.
- Complete final phase of window replacement on Zoo Director's residence.
- Work with Rotary Club on of upgrade of equipment on the exercise trail.
- Finalize plans regarding issues related to the sledding hill.
- Continue development of green space in area around intersection of Pinnacle Wood Drive and East Tower Drive.
- Implement recommendations contained in the NYSERDA Energy Audit for the Maintenance Building.

Fiscal Year: 2012-13
 Department: Thompson Park
 Account Code: A7110
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	64,856	70,461	69,354	70,372
140 Temporary	30,999	25,767	32,000	29,000
150 Overtime	4,670	5,622	5,000	7,500
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	100,525	101,850	106,354	106,872
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	10,700	8,500	50,000
Total Equipment	-	10,700	8,500	50,000
Operating Expenses				
410 Utilities	49,474	47,326	47,078	38,020
420 Insurance	3,656	4,320	5,181	4,200
430 Contracted Services	37,462	32,293	41,980	43,590
440 Fees Non Employees	871	557	700	700
450 Miscellaneous	518	378	550	550
455 Dept. Vehicle Expense	30,029	24,697	33,322	28,115
460 Materials and Supplies	7,489	11,816	12,850	16,570
465 Equipment < \$5,000	698	833	850	5,610
Total Operating Expenses	130,197	122,220	142,511	137,355
Fringe Benefits				
810 New York State Retirement	7,434	12,342	15,270	20,630
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	7,602	7,571	8,136	8,175
840 Workers' Compensation	944	73	500	250
850 Health Insurance	18,743	21,219	20,511	16,786
Total Fringe Benefits	34,723	41,205	44,417	45,841
Department Total	265,445	275,975	301,782	340,068

Thompson Park

City of Watertown

A7110

Personnel Services

**2012-13
Budget**

130	Wages		
	Crew Chief (67%) *	28,222	
	Parks & Rec. Maint Wkr (1) (67%)*	18,684	
	Parks & Rec. Maint Wkr (1) (67%)**	23,466	
			<u>\$70,372</u>
140	Temporary		\$29,000
150	Overtime		<u>\$7,500</u>
	Total Personnel Services		\$106,872

Equipment

250	Equipment >\$5,000		
	Field Mower		<u>\$50,000</u>
	Total Equipment		\$50,000

Operating Expenses

410	Utilities		
	Water /Sewer	18,300	
	City Billed Electric	1,900	
	Natural Gas	2,200	
	Conservancy		
	Electric	7,600	
	Natural Gas	7,470	
	DSL Internet Connection	550	
			<u>\$38,020</u>
420	Insurance		\$4,200
430	Contracted Services		
	Cartegraph Subscription Renewal	735	
	Alarm Systems Monitoring	180	
	Window Replacement (Director's House)	7,500	
	Stone Work Repairs	5,000	
	Maintenance Service and Repairs	4,000	
	Small Engine Maintenance	600	
	Fence Repairs	750	
	Special Events-Porta Johns, 1st Aid	1,800	

	Ambulance	600	
	Welding Lease and Supplies	300	
	Solid Waste Disposal	1,500	
	Generator Maintenance/Repair	625	
	Conservancy Funding	20,000	\$43,590
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	5,000	
	Vehicle Maintenance	6,500	
	Preventive Vehicle Maintenance	1,200	
	FCC Mandated Radio Upgrade (4-2)	650	
	Fuel	11,100	
	Insurance	3,665	\$28,115
460	Materials and Supplies		
	Miscellaneous Equipment Supplies	1,950	
	Hardware Materials & Supplies	500	
	Sledding Hill Hay/Fencing	1,000	
	Lumber, Paint & Stain	800	
	Cleaning Supplies	1,500	
	Rakes, Shovels, Lawn Care	300	
	Grass Seed/ Top Soil	1,500	
	Safety Supplies/Uniforms	400	
	Roadway & Walkway Materials	2,500	
	Signage Materials	250	
	Plumbing/Electric Supplies	1,200	
	Maint. Bldg. Envelope Improvements	570	
	Dogi-Pot Pet Station Supplies	500	
	Playground Cushion Material	650	
	Playground Sealant Material	1,200	
	Playground Repairs & Maintenance	1,750	\$16,570
465	Other Equipment < \$5,000		
	Weedeaters (2)	400	
	Maint. Bldg Overhead Door Opener	1,150	
	Backpack Blower	500	
	Outdoor Air Reset for Boiler	550	
	30 Gallon Water Heater	750	
	T-8 Light Fixtures (7)	160	
	T-8 High-Bay Fixtures (12)	2,100	\$5,610
	Total Operating Expenses		\$137,355

Fringe Benefits

810	State Retirement	\$20,630
830	Social Security Expense	\$8,175
840	Workers' Compensation	\$250
850	Health Insurance	<u>\$16,786</u>
	Total Fringe Benefits	\$45,841

TOTAL BUDGET

\$340,068

* 33% A5142

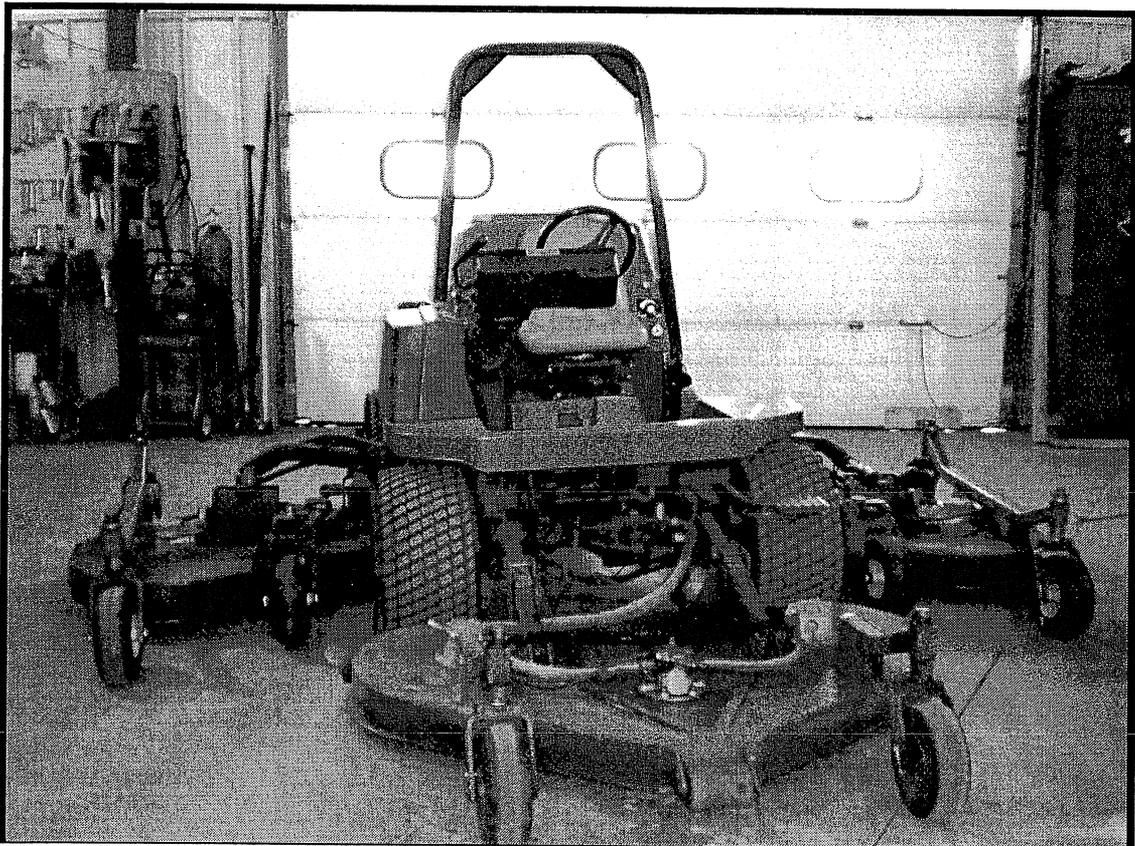
** 33% A7265

A7110.250 – Parks & Recreation Thompson Park

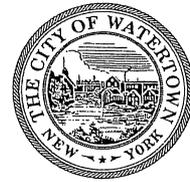
Fiscal Year 2012-13
Equipment Request

Field Mower (4-003) _____ \$50,000

Vehicle 4-003 is a 1995 Jacobsen Model 5111 self-propelled diesel powered double side wing mower complete with main front deck. It has an eleven foot mowing width when all decks are in ground contact. Used daily in Thompson Park throughout the grass season, this mower is showing signs of extensive wear from the daily use on the rough terrain of the park. It will be replaced with a like unit available on NY SOGS contract. The present mower will be either traded towards the purchase of the new unit or sold at auction.



Fiscal Year: 2012-13
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation



Description: There are seven playgrounds that are owned and maintained by the City. Three of these areas and one additional site are staffed by a male and female supervisor for a seven-week period during the summer. Supervisors receive training from YMCA, Jefferson County Youth Bureau and in-house services by the City. The four 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 received 3,681 total daily visits this season, with 72 attending special events. The two recreation centers, located at the Fairgrounds and the North Side Pool, are staffed and opened for the seven week period. The Centers offered a variety of recreational opportunities at one central location. Ping pong, pool and other games are available and the facilities remain open in bad weather. The majority of the playground directors are high school graduates or college students pursuing an interest in education or recreational fields.

2011-12 Accomplishments:

- ✓ Expanded upon the Recreation center's programs by offering additional activities and promoting community awareness of new recreation centers.
- ✓ Developed comprehensive inventory listing for playground sites.

2012-13 Goals and Objectives:

- Continue to ensure all City playgrounds conform to safety standards as per ASTM and CPS regulations.
- Refocus events, programs and activities to reflect the changing demographics of community and playground users.
- Investigate the potential for recreational opportunities on new and existing developments within the City, including the Creekwood site.

Fiscal Year: 2012-13
 Department: Playgrounds
 Account Code: A7140
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	36,851	28,609	32,000	42,000
150 Overtime	46	125	-	-
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	36,897	28,734	32,000	42,000
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	145	200	155	120
420 Insurance	-	-	-	15
430 Contracted Services	188	431	190	240
440 Fees Non Employees	1,400	1,500	1,400	1,400
450 Miscellaneous	980	571	500	500
455 Dept. Vehicle Expense	2,190	3,424	4,640	4,050
460 Materials and Supplies	4,495	3,799	9,900	10,950
465 Equipment < \$5,000	-	1,066	2,900	400
Total Operating Expenses	9,398	10,991	19,685	17,675
Fringe Benefits				
810 New York State Retirement	3,781	4,179	-	8,106
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,822	2,198	2,448	3,213
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	6,603	6,377	2,448	11,319
Department Total	52,898	46,102	54,133	70,994

Playgrounds

City of Watertown

A7140

Personnel Services

2012-13

Budget

140	Temporary		<u>\$42,000</u>
	Total Personnel Services		\$42,000

Operating Expenses

410	Utilities		
	Electric		\$120
420	Insurance		\$15
430	Contracted Services		
	Equipment Repairs	150	
	Solid Waste Disposal	90	\$240
440	Fees, Non Employee		
	Physicals		\$1,400
450	Miscellaneous		
	Mileage Reimbursements		\$500
455	Department Vehicle Expense		
	Fuel	1,900	
	Repairs & Preventive Maintenance	900	
	Small Equipment	750	
	Insurance	500	\$4,050
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	750	
	Rubber Chips	1,500	
	Wood Chips	3,000	\$10,950
465	Other Equipment < \$5,000		
	Weedeaters (2)		<u>\$400</u>
	Total Operating Expenses		\$17,675

Fringe Benefits

810	State Retirement	\$8,106
830	Social Security Expense	<u>\$3,213</u>
	Total Fringe Benefits	\$11,319

TOTAL BUDGET **\$70,994**

Fiscal Year: 2012-13
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, multiple school districts, colleges and other community organizations. 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, one youth baseball field, a lighted basketball court, two lighted softball fields, two horse rings, five multi-purpose fields - two of which are lighted, a picnic area with playground equipment that compliments the Riverfront Development trail, the Fair building, the Municipal Arena, Steve D. Alteri Swimming Pool, and the Fairgrounds YMCA indoor athletic facility.

The Fairgrounds hosts Watertown's largest events; outdoor concerts attended by 7,500 or more people. The four multi-purpose fields are used extensively by high schools, colleges and community teams. The local college and both high schools use the Fairgrounds as their home sites for many sports. The lighted multi-purpose athletic field is used by the Red and Black semi-professional football team, Jefferson Community College Soccer, Pop Warner Football and various high schools for their home games. The Jefferson County Agricultural Society, Pop Warner Football, the Fairgrounds YMCA, the Saturday morning Farmer's Market, the 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.

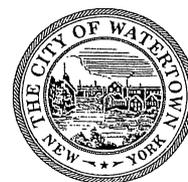
2011-12 Accomplishments:

- ✓ Worked with Sign Maintenance Department to label fields and areas at Fairgrounds.
- ✓ Began preliminary landscaping in newly developed areas including the Basketball Court, Multi-purpose Field #2 and the entrance to the new trail.
- ✓ Worked on Skate Park improvements and equipment replacement with local patrons that have taken an interest.

2012-13 Goals and Objectives:

- Work to develop second concert site at Field #3 and Multi-purpose Field #2.
- Continue to improve landscaping in newly developed areas.

Fiscal Year: 2012-13
 Department: Fairgrounds
 Account Code: A7141
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	27,956
140 Temporary	32,726	37,695	30,000	50,000
150 Overtime	3,684	9,684	4,000	10,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	105	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	36,410	47,484	34,000	87,956
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	37,000	-
240 Highway and Street	-	-	-	-
250 Other	-	-	12,000	7,175
Total Equipment	-	-	49,000	7,175
Operating Expenses				
410 Utilities	9,895	8,384	13,300	12,050
420 Insurance	1,395	1,542	1,856	1,600
430 Contracted Services	8,343	9,877	10,540	10,590
440 Fees Non Employees	100	200	200	200
450 Miscellaneous	75	80	-	-
455 Dept. Vehicle Expense	9,293	11,651	13,562	13,900
460 Materials and Supplies	36,489	38,619	33,000	33,950
465 Equipment < \$5,000	624	1,242	5,600	9,275
Total Operating Expenses	66,214	71,595	78,058	81,565
Fringe Benefits				
810 New York State Retirement	3,521	3,949	-	16,975
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	2,775	3,591	2,601	6,730
840 Workers' Compensation	198	-	-	-
850 Health Insurance	-	-	-	10,588
Total Fringe Benefits	6,494	7,540	2,601	34,293
Department Total	109,118	126,619	163,659	210,989

Fairgrounds

City of Watertown

A7141

			2012-13 Budget
Personnel Services			
130	Wages		
	Crew Chief (40%)*	14,506	
	Park & Rec Maint Wrk (40%)*	13,450	\$27,956
140	Temporary		\$50,000
150	Overtime		<u>\$10,000</u>
	Total Personnel Services		<u>\$87,956</u>
Equipment			
250	Equipment >\$5,000		
	Field Seeder**		<u>\$7,175</u>
	Total Equipment		<u>\$7,175</u>
Operating Expenses			
410	Utilities		
	Water / Sewer	7,900	
	Electric	2,200	
	Telephone/Security	600	
	Electric - National Grid	1,200	
	Gas - National Grid / UGI	150	\$12,050
420	Insurance		\$1,600
430	Contracted Services		
	Small Equipment Repair	500	
	All Pests Control	125	
	Fairgrounds Building Rental	4,500	
	Bleacher Repairs	1,000	
	Audio Repairs	400	
	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	\$10,590
440	Fees, Non-Employees		
	Employment Related Testings		\$200

455	Department Vehicle Expense		
	Fuel	6,300	
	Vehicle Maintenance	3,500	
	Outside Repairs/Field Equipment	3,000	
	Tines / Aerifier	600	
	Insurance	500	\$13,900
460	Materials and Supplies		
	Bases, Slab, Home Plate	600	
	Field Covers	1,100	
	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	600	
	Lumber and Hardware	1,200	
	Mowing Equipment & Supplies	500	
	Plumbing	750	
	Fence repair	1,000	
	Electrical	2,400	\$33,950
465	Other Equipment < \$5,000		
	Infield hose set replacement	650	
	Walk-behind Aerifier	3,550	
	Infield Groomer replacement	1,950	
	Lacrosse Goals replacement	1,100	
	Soccer Nets	625	
	Portable Fencing	1,000	
	Weedeaters (2)	400	<u>\$9,275</u>
	Total Operating Expenses		\$81,565

Fringe Benefits

810	State Retirement		\$16,975
830	Social Security Expense		\$6,730
850	Health Insurance		<u>\$10,588</u>
	Total Fringe Benefits		\$34,293

TOTAL BUDGET

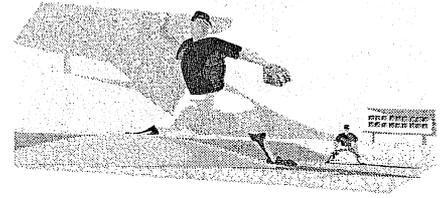
\$210,989

* A7265 60%, A7141 40%

**A7141 50%; A7143 50%

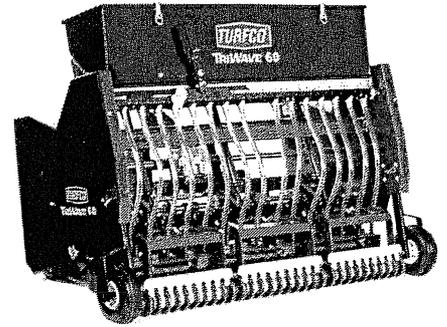
A7141 – Athletic Fields

Fiscal Year 2012-13
Equipment Requests



Tri-Wave 60 Field Seeder (1/2) \$7,175*

This is a request to replace a field seeder used on the athletic fields. Oxidation and fatigue have caused the current machine to be unusable. The technical advantages of this model allow for greater seed to soil contact which in turn provides greater return on the department's seed investment.



*Request for purchase is for \$7,175 from both A7141 and A7143 accounts.
The Total purchase price is \$14,350.

Fiscal Year: 2012-13
Department: Athletic Programs
Account Code: A7143
Function: Culture and Recreation



Description: During the spring and summer months, Parks and Recreation sponsors five baseball/softball leagues, which includes T-Ball, Midget, Grasshopper, Co-ed and Men's Slow Pitch softball. This program provides for 41 City baseball and Softball teams with over 648 participants. While the morning T-ball session remains popular, the evening session is very successful and a welcomed choice for parents. Parks and Recreation crews maintain 14 baseball/softball fields, two outdoor basketball courts, eight multi-purpose fields, a tennis court and skate park. Recreational opportunities are conveniently located for community use. Golf and tennis clinics are offered annually and attended by 175 participants last year.

2011-12 Accomplishments:

- ✓ Assisted with the development and implementation of the Black River Parks Project.
- ✓ Expanded youth T-Baseball program by allowing older five-year-olds to participate.
- ✓ Monitored Marble Street fields' usage to ensure a safe and family friendly facility.

2012-13 Goals and Objectives:

- Continue to assist and support final stages of Black River Parks Project.
- Improve ball field conditions at Marble Street Park by applying irrigation and fertilization through the utilization of water access at the new restroom facility.
- Investigate possibility of organizing a toddler baseball program.
- Develop enhanced marketing initiative directed at providing information to the public regarding athletic programs throughout the community.

Fiscal Year: 2012-13
 Department: Athletic Programs
 Account Code: A7143
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	13,314
140 Temporary	4,430	2,366	4,200	18,600
150 Overtime	2,131	2,183	2,000	2,300
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	6,561	4,549	6,200	34,214
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	32,000
240 Highway and Street	-	-	-	-
250 Other	-	-	-	13,675
Total Equipment	-	-	-	45,675
Operating Expenses				
410 Utilities	2,852	1,095	2,200	1,100
420 Insurance	2,077	2,261	1,915	2,440
430 Contracted Services	7,763	5,060	7,100	8,650
440 Fees Non Employees	4,788	4,762	4,875	2,500
450 Miscellaneous	347	347	725	725
455 Dept. Vehicle Expense	5,005	6,757	9,197	8,590
460 Materials and Supplies	15,345	17,704	19,800	22,800
465 Equipment < \$5,000	-	-	3,200	700
Total Operating Expenses	38,177	37,986	49,012	47,505
Fringe Benefits				
810 New York State Retirement	668	737	-	6,600
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	494	341	474	2,620
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	2,364
Total Fringe Benefits	1,162	1,078	474	11,584
Department Total	45,900	43,613	55,686	138,978

Athletic Programs

City of Watertown

A7143

Personnel Services

2012-13

Budget

130	Wages		
	Parks & Rec Maint Wrk (40%)*		\$13,314
140	Temporary		\$18,600
150	Overtime		<u>\$2,300</u>
	Total Personnel Services		\$34,214

Equipment

230	Motor Vehicle		
	Pickup 4x4, w/plow		\$32,000
250	Equipment > \$5,000		
	Water Wheel	6,500	
	Field Seeder**	7,175	<u>\$13,675</u>
	Total Equipment		\$45,675

Operating Expenses

410	Utilities		
	Electric	700	
	Water & Sewer	400	\$1,100
420	Insurance		
	Facility and Contents	800	
	Youth Baseball Insurance	1,640	\$2,440
430	Contracted Services		
	Athletic Field Work	250	
	Solid Waste Disposal	100	
	Equipment Rental	100	
	Golf Instruction	5,000	
	Tennis Instructions	2,000	
	Equipment Repairs	1,200	\$8,650
440	Fees, Non Employee		
	Physicals & Random Testing	100	
	Officials Fees	2,400	\$2,500
450	Miscellaneous		
	NYS Turfgrass Association	350	
	Sports Turf Managers NY	300	
	Mileage Reimbursements	75	\$725

455	Dept. Vehicle Expense		
	Fuel	2,500	
	Tines/Aera-Vator	500	
	Repairs & Preventive Maintenance	4,400	
	Tires/Mowers Field Equipment	600	
	Insurance	590	\$8,590
460	Materials and Supplies		
	Field Soil / Top Dress Sand	2,000	
	Fertilizer, Grass Seed	5,000	
	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	\$22,800
465	Other Equipment < \$5,000		
	Field Marker (1)	300	
	Weedeater (2)	400	<u>\$700</u>
	Total Operating Expenses		\$47,505

Fringe Benefits

810	State Retirement		\$6,600
830	Social Security Expense		\$2,620
850	Health Insurance		<u>\$2,364</u>
	Total Fringe Benefits		\$11,584

TOTAL BUDGET

\$138,978

* A7265 60%, A7143 40%

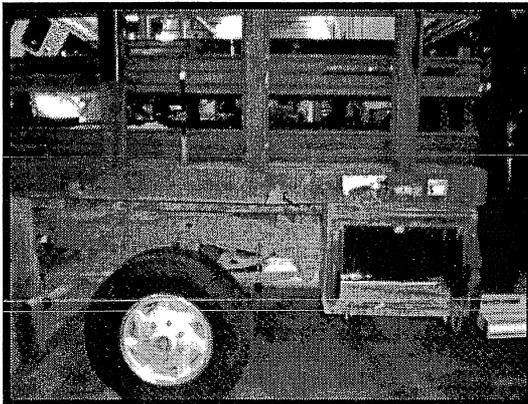
** A7141 50%, A7143 50%

A7143.230 – Parks & Recreation Athletic Programs

Fiscal Year 2012-13
Equipment Request

Pickup Truck (3-010) _____ \$32,000

Vehicle 3-010 is a 1997 Ford F350 one ton four wheel drive pickup with an eight foot stake rack body and snow plow. It has approximately 55,000 miles. It is used by the Recreation Department and is assigned to the Athletic Programs account code. This vehicle has extensive rust and deterioration to the understructure of the flat bed and the truck cab. The replacement truck will be a one ton 4x4 standard cab pickup with a stainless steel “V” snow plow. This 1997 truck will be surplus to the City’s needs and will be disposed of through auction.



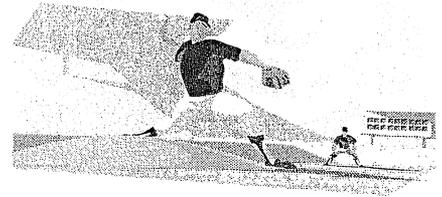
Platform Body



Driver's Floor

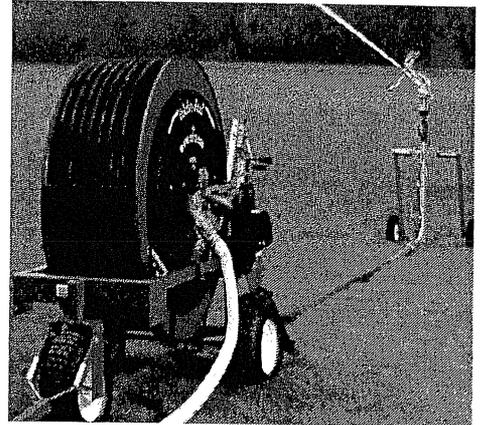
A7143 – Fairgrounds

Fiscal Year 2012-13
Equipment Requests



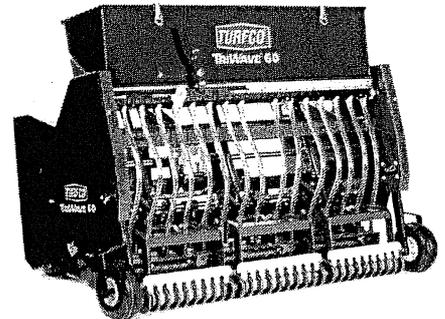
Waterwheel \$6,500

This is a request to purchase a portable watering system, also known as a waterwheel, for irrigating the grounds at the Marble Street Park. Prior to the installation of bathroom facilities at the Marble Street Park, irrigation was not possible. Parks and Recreation crews will now be able to significantly enhance field quality at this location, as the ability to irrigate will also allow the grounds to be fertilized. The waterwheel will also be utilized at the North Side field complex.



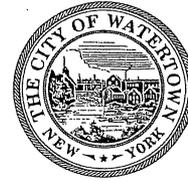
Tri-Wave 60 Field Seeder (1/2) \$7,175*

This is a request to replace a field seeder used on the athletic fields. Oxidation and fatigue have caused the current machine to be unusable. The technical advantages of this model allow for greater seed to soil contact which in turn provides greater return on the department's seed investment.



*Request for purchase is for \$7,175 from both A7141 and A7143 accounts. The Total purchase price is \$14,350.

Fiscal Year: 2012-13
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 Flynn and the Park pools are open for a 9 ½ week period and the Alteri Pool opens in early June until around Labor Day. The pools recorded 15,530 (Alteri – 5,754; Flynn – 4,514; Park – 5,262) visits from patrons throughout the summer. All pool personnel are certified and meet New York State requirements for life guarding. The City offers a “Learn to Swim” program in the mornings for a four-week period with 158 youths attending. 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 performed by the New York State Health Department.

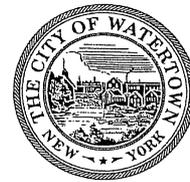
2011-12 Accomplishments:

- ✓ Provided higher level of monitoring and testing of chemicals used in order to ensure a more consistent water quality as directed by NYSDOH.
- ✓ Expanded pool connection at Fairgrounds by relocating the Recreation Center Program to be closer to the pool.
- ✓ Reviewed and established an action plan addressing findings and recommendations from the 2010-2011 Comprehensive Pool Study.
- ✓ Passed NYSDOH inspections at all three pool locations.

2012-13 Goals and Objectives:

- Continue to provide a high level of safety and a family friendly environment for pool patrons.
- Assist the Consulting Engineers with developing design specifications for resurfacing the Flynn and Alteri pools.
- Investigate the potential for expanding diving opportunities at the Alteri and Flynn Pools.
- Investigate expanding vending machine offerings at all pool locations.

Fiscal Year: 2012-13
 Department: Swimming Pools - Outdoor
 Account Code: A7180
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	14,010
140 Temporary	66,042	57,793	60,000	63,000
150 Overtime	6,260	5,696	5,500	5,500
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	72,302	63,489	65,500	82,510
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	-
Operating Expenses				
410 Utilities	12,577	10,479	12,380	10,305
420 Insurance	1,226	1,313	1,317	1,225
430 Contracted Services	3,928	20,541	7,950	4,950
440 Fees Non Employees	2,390	2,000	2,200	2,200
450 Miscellaneous	1,210	1,142	550	1,150
455 Dept. Vehicle Expense	-	-	180	-
460 Materials and Supplies	41,953	35,793	35,484	31,250
465 Equipment < \$5,000	-	2,534	3,300	3,200
Total Operating Expenses	63,284	73,802	63,361	54,280
Fringe Benefits				
810 New York State Retirement	7,290	8,079	-	15,924
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,518	4,840	5,011	6,310
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	5,294
Total Fringe Benefits	12,808	12,919	5,011	27,528
Department Total	148,394	150,210	133,872	164,318

Swimming Pools - Outdoor

City of Watertown

A7180

Personnel Services

**2012-13
Budget**

130	Wages	
	Parks & Rec Maint Wrk (40%)*	\$14,010
140	Temporary	\$63,000
150	Overtime	<u>\$5,500</u>
	Total Personnel Services	\$82,510

Operating Expenses

410	Utilities	
	Fuel Oil	3,500
	Water and Sewer	4,000
	Electric	1,085
	Cell Phones	220
	National Grid / UGI - Gas	1,500
		\$10,305
420	Insurance	\$1,225
430	Contracted Services	
	Replace Dressing Room Door	3,000
	Building Repairs/Maint.	1,200
	Fence Repairs/Replacement	750
		\$4,950
440	Fees, Non Employee	
	Employment Related Testing	\$2,200
450	Miscellaneous	
	Mileage Reimbursements	160
	CPO Course	990
		\$1,150
460	Materials and Supplies	
	Chemicals	16,000
	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	400
	Filtration Equipment	1,200
	Pool Filter Covers	900
	Signage	300
		\$31,250

465	Other Equipment < \$5,000		
	Portable Pool Vacuum (1)	1,800	
	Diving Board Replacement	1,400	<u>3,200</u>
	Total Operating Expenses		\$54,280

Fringe Benefits

810	State Retirement		\$15,924
830	Social Security Expense		\$6,310
850	Health Insurance		<u>\$5,294</u>
	Total Fringe Benefits		\$27,528

TOTAL BUDGET **\$164,318**

* A7265 60%,. A7180 40%

Fiscal Year: 2012-13
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. For six months of the year a high-quality ice surface is maintained. During the 2011-12 ice season combined public attendance was 16,759. There were 1,010 pairs of skate sharpened for the public and 7,216 rentals. The Arena rents ice time to the Minor Hockey Association, the Figure Skating Club, IHC/WHS/IRCS, adult hockey groups, Ft. Drum groups and private groups. The ice surface is also used by seasonal broomball groups. We continue to offer Rock N Skate and Slip, Slide & Skate and have introduced Family Skate Night with positive feedback.

During the remaining six 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. The City operates the concession stand during various events offered at the Arena.

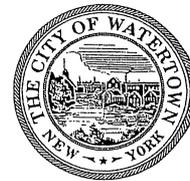
2011-12 Accomplishments:

- ✓ Improved concession operations as related to inventory, staffing and products and hours of operations.
- ✓ Worked with Sign Maintenance Department to design destination entrance signs to Arena for winter activities.
- ✓ In conjunction with the City Manager's office, a grant was submitted to the Regional Economic Development Council for \$5.2 million in funding for Arena improvement products.
- ✓ In response to reduced to Rock N Skate attendance, introduced Family Skate Night which proved to be very popular.

2012-13 Goals and Objectives:

- Investigate the possibility of organizing and offering a broomball program.
- Re-evaluate public skating schedule toward consistent daily hours.
- Investigate expanding Slip Slide & Skate program based on requests for lessons during alternative time frames.
- Work with City Electric Department and NYSERDA to upgrade ice surface lighting.

Fiscal Year: 2012-13
 Department: Ice Arena
 Account Code: A7265
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	63,466	64,667	65,757	92,121
140 Temporary	60,069	64,533	75,000	72,000
150 Overtime	29,037	25,805	25,000	25,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	103	97	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	152,675	155,102	165,757	189,121
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	10,076	-	-
Total Equipment	-	10,076	-	-
Operating Expenses				
410 Utilities	51,211	43,337	48,276	31,060
420 Insurance	3,833	4,010	4,136	3,884
430 Contracted Services	40,382	29,062	26,354	30,350
440 Fees Non Employees	1,865	1,598	1,412	800
450 Miscellaneous	2,790	2,267	2,840	2,840
455 Dept. Vehicle Expense	6,326	9,742	10,950	14,010
460 Materials and Supplies	17,817	43,664	54,350	53,150
465 Equipment < \$5,000	-	5,554	15,300	38,400
Total Operating Expenses	124,224	139,234	163,618	174,494
Fringe Benefits				
810 New York State Retirement	11,138	17,734	21,675	36,500
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,372	11,599	12,681	14,470
840 Workers' Compensation	22,691	24,627	22,000	25,000
850 Health Insurance	23,758	22,308	21,564	29,319
Total Fringe Benefits	68,959	76,268	77,920	105,289
Department Total	345,858	380,680	407,295	468,904

Ice Arena

City of Watertown

A7265

Personnel Services

**2012-13
Budget**

130	Wages		
	Crew Chief (60%)*	21,759	
	Parks & Rec Maint Wrk (3) (60%)**	61,159	
	Parks & Rec Maint Wrk (1) (33%)**	9,203	\$92,121
140	Temporary		\$72,000
150	Overtime		<u>\$25,000</u>
	Total Personnel Services		\$189,121

Operating Expenses

410	Utilities		
	Water / Sewer	8,000	
	Electric	4,580	
	National Grid / UGI - Gas	17,700	
	National Grid - Electric	600	
	Cell phone	180	\$31,060
420	Insurance		\$3,884
430	Contracted Services		
	Outside Equipment Rentals	500	
	Facility Maintenance and Repairs	2,400	
	Pest Control	450	
	Zamboni Blades Sharpening	1,500	
	Public Skating Schedules	300	
	Maintenance/Repairs to Floor	1,200	
	Sprinkler Maintenance/Inspection	2,500	
	DJ Service for skating events	3,750	
	Heating Maintenance	3,000	
	PA System Maintenance	500	
	Zamboni Employee Room Door	2,900	
	Merchant Processing Fees	1,250	
	Concession Register Maintenance	1,000	
	Slip, Slide & Skate Instructor	1,600	
	Refrigeration System Maintenance	7,500	\$30,350
440	Fees, Non Employee		
	Physicals for Employees		\$800

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 (3-4)	650	
	Replace Lift Gate (3-4)	3,250	
	Zamboni Repairs	1,500	
	Zamboni Supplies	1,500	
	Vehicle Repairs	2,500	
	Insurance	1,010	
	Forklift Repair	1,000	
	Fuel	2,600	\$14,010
460	Materials and Supplies		
	Skate Supplies	1,500	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Lamp Replacement	1,000	
	Ballast Replacement	1,500	
	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	28,000	
	Concession Supplies	2,000	
	Stage and Concert Supplies	500	\$53,150
465	Other Equipment < \$5,000		
	Ice Stencils	900	
	Lighting Improvements (NYSERDA)	35,000	
	Replacement Rental Skates	2,500	\$38,400
	Total Operating Expenses		\$174,494

Fringe Benefits

810	State Retirement	\$36,500
830	Social Security Expense	\$14,470
840	Workers' Compensation	\$25,000
850	Health Insurance	<u>\$29,319</u>
	Total Fringe Benefits	\$105,289

TOTAL BUDGET **\$468,904**

* A7141 40%, A7265 60%

**Various 40%, A7265 60%

*** A7110 67%, A7265 33%

Fiscal Year: 2012-13
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.

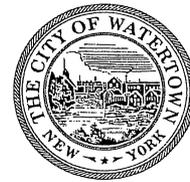
2011-12 Accomplishments:

- ✓ Completed 2009 CDBG and 2010 HOME grants.
- ✓ Completed 2005 and 2007 EPF grants (J.B. Wise Parking Lot).
- ✓ Completed 2006 EPF grant (Marble St. and Bicentennial Parks).
- ✓ Initiated Ogilvie Site environmental clean-up.
- ✓ Obtained 2011 CDBG and HOME grants.
- ✓ Completed Sewall's Island environmental clean-up.

2012-13 Goals and Objectives:

- Complete Ogilvie Site environmental clean-up.
- Complete Soldiers and Sailors Monument restoration.
- Complete Local Waterfront Revitalization Program plan.
- Complete 2011 Community Development Block Grant.
- Complete 2011 HOME grant.
- Start redevelopment plan for Sewall's Island.
- Start redevelopment plan for Ogilvie Site.

Fiscal Year: 2012-13
 Department: Planning Office
 Account Code: A8020
 Function: Home and Community Services



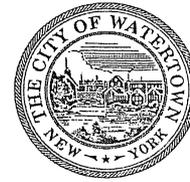
Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	-
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
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	36,177	18,990	81,000	20,000
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	3,496	3,741	4,000	4,300
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	26,033	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	65,706	22,731	85,000	24,300
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	65,706	22,731	85,000	24,300

Planning

City of Watertown **A8020**

Operating Expenses		2012-13 Budget
430	Contracted Services	
	Grant Applications	\$20,000
450	Miscellaneous	
	Subscriptions/Memberships	2,800
	Software Licenses	1,000
	Public Hearing Notices	500
	Total Operating Expenses	<u>\$4,300</u>
		\$24,300
	TOTAL BUDGET	\$24,300

Fiscal Year: 2012-13
 Department: General Fund
 Account Code: A9040, A9050, A9060, A9065,
 A9070, A9501, A9512, A9945,
 A9950, A9960



Function: Fringe Benefits and Interfund Transfers

Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
A9040 Workers' Compensation	96,944	105,747	90,000	106,000
A9050 Unemployment	13,326	11,308	7,500	7,500
A9060 Health Insurance - Retirees	3,234,349	3,112,960	3,017,035	3,293,725
A9065 Medicare Part B - Retirees	241,877	264,931	282,402	309,290
A9070 Compensated Absences	-32,489	39,993	15,000	15,000
A9089 Employee Benefits - Other	7,686	10,715	12,915	15,625
A9501 General Liability Reserve	25,000	25,000	75,000	75,000
A9512 Library Fund Transfer	984,210	1,066,499	1,276,677	1,350,402
A9945 Transfer to Capital Reserve	-	-	-	3,100,000
A9950 Capital Fund Transfer	381,404	412,246	1,393,000	897,500
A9960 Black River Trust Reserve	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	4,962,307	5,059,399	6,179,529	9,180,042

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.

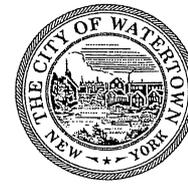
Fiscal Year: 2012-13
 Department: Debt Service
 Account Code: General Fund
 Function: Debt Service Detail



SERIAL BONDS						
DATE OF ISSUE	RATE	DATE OF MATURITY	2012-13 PRINCIPAL	2012-13 INTEREST	2012-13 TOTAL	OUTSTANDING BALANCE
12/1/83	9.60%	12/1/2017	\$ 45,000	\$ 13,200	\$ 58,200	\$ 115,000
4/15/00	5.125 - 5.50%	6/15/2020	2,692	142	2,834	-
1/15/2005	2.75 - 4.25%	1/15/2024	457,277	119,444	576,721	2,517,511
11/15/2005	4.00 - 4.375%	11/15/2020	160,000	46,370	206,370	1,037,000
5/1/2006	4.50 - 7.50%	11/1/2015	25,000	3,969	28,969	75,000
2/15/2008	3.25 - 4.00%	2/15/2023	278,000	71,989	349,989	1,752,000
2/11/2009	2.50 - 3.25%	9/15/2018	210,500	38,234	248,734	1,189,000
6/15/2010	3.125 - 4.00%	12/15/2024	167,000	36,977	203,977	1,041,000
4/15/2011 A	2.00 - 4.00%	11/15/2025	125,000	67,450	192,450	1,935,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	259,479	15,974	275,453	460,445
4/15/2011 C	2.00 - 6.00%	11/15/2022	255,000	158,848	413,848	3,205,000
6/28/2011	2.00 - 3.00%	6/15/2021	167,500	37,885	205,385	1,207,000
TOTAL			\$ 2,152,448	\$ 610,482	\$ 2,762,930	\$14,533,956

WATER
FUND

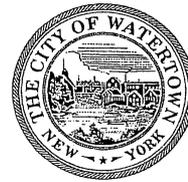
Fiscal Year: 2012-13
Department: Water Fund
Account Code: Summary
Function: Water Fund Summary



Revenues	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Water Rents	\$ 3,617,752	\$ 3,182,274	\$ 3,235,000	\$ 3,230,000
Unmetered Water	15,725	12,868	15,000	13,000
Outside User Fees	544,160	1,091,145	1,254,000	1,105,000
Water Srv. Charges	90,366	69,847	65,000	70,000
Int. & Pen. On Water Rents	69,620	71,854	75,000	70,000
Interest Earnings	4,111	2,875	5,000	4,500
Sale of Scrap	1,785	3,288	2,000	2,000
Sale of Equipment	-	1,700	1,000	1,000
Gain on Bond Refunding	-	10,433	-	-
Insurance Rec.	5,870	-	1,000	1,000
Refund of Prior Year Exp.	68	-	100	100
Premium on Obligations	-	14,423	-	-
Unclassified Revenues	2,120	1,767	1,000	1,000
Metered Water Sales Other Funds	96,409	108,133	110,000	125,000
State Aid Home & Community	-	1,704	-	-
Interfund Transfer	173,098	6,203	1,000	1,000
Sub-Total	4,621,084	4,578,514	4,765,100	4,623,600
Actual Beginning Fund Balance	1,143,141	1,017,641		
Appropriated Fund Balance Debt Reserve			71,438	28,738
Appropriated Fund Balance Coagulation Reserve			-	-
Appropriated Fund Balance			22,445	14,638
Total Revenues	\$ 5,764,225	\$ 5,596,155	\$ 4,858,983	\$ 4,666,976

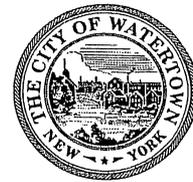
Expenditures	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Administration	\$ 253,155	\$ 271,033	\$ 257,290	\$ 246,190
Source, Supply, Power & Pumping	415,956	461,302	501,805	509,453
Water Purification	1,382,627	1,410,675	1,481,968	1,599,806
Water Distribution	1,183,858	1,079,535	1,208,812	1,313,039
General	402,556	568,619	402,205	477,556
Debt	1,108,432	985,383	1,006,903	520,932
Total Expenditures	\$ 4,746,584	\$ 4,776,547	\$ 4,858,983	\$ 4,666,976

Fiscal Year: 2012-13
 Department: Water Fund
 Account Code: Revenues
 Function: Revenue Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
F2140 Water Rents	\$ 3,617,752	\$ 3,182,274	\$ 3,235,000	\$ 3,230,000
F2142 Unmetered Water	15,725	12,868	15,000	13,000
F2143 Outside User Fees	544,160	1,091,145	1,254,000	1,105,000
F2144 Water Srv. Charges	90,366	69,847	65,000	70,000
F2148 Int. & Pen. On Water Rents	69,620	71,854	75,000	70,000
F2401 Interest Earnings	4,111	2,875	5,000	4,500
F2650 Sale of Scrap	1,785	3,288	2,000	2,000
F2665 Sale of Equipment	-	1,700	1,000	1,000
F2675 Gain on Bond Refunding	-	10,433	-	-
F2680 Insurance Rec.	5,870	-	1,000	1,000
F2701 Refund of Prior Year Exp.	68	-	100	100
F2710 Premium on Obligations	-	14,423	-	-
F2770 Unclassified Revenues	2,120	1,767	1,000	1,000
F2830 Metered Water Sales Funds	96,409	108,133	110,000	125,000
F3501 State Aid CHIPs	-	1,063	-	-
F3989 State Aid Home and Comm.	-	1,704	-	-
F5031 Interfund Transfer	<u>173,098</u>	<u>6,203</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total	<u>4,621,084</u>	<u>4,579,577</u>	<u>4,765,100</u>	<u>4,623,600</u>
Actual Beginning Fund Balance	<u>1,143,141</u>	<u>1,017,641</u>		
Appropriated Debt Reserve			71,438	28,738
Appropriated Coagulation Reserve			-	-
Appropriated Fund Balance			<u>22,445</u>	<u>14,638</u>
Total Revenues	\$ 5,764,225	\$ 5,597,218	\$ 4,858,983	\$ 4,666,976

Fiscal Year: 2012-2013
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.

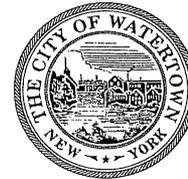
F2770 - Other Unclassified Revenues - Revenues from sources for which a specific code has not been provided.

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: 2012-13
Department: Water Administration
Account Code: F8310
Function: Water Administration



Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,500 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the waste water treatment plant . Staffing currently includes the Superintendent, a Principal Account Clerk, a Senior Account Clerk/Typist and two Meter Readers. Staff collects, compiles and maintains data to produce the 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 oversees the water department, waste water treatment plant and hydro-electric plant, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2011-12 Accomplishments:

- Finalized a new 20 year contract with the Development Authority of the North Country for sale of water.
- Finalized a 30 year contract with the Town of Hounsfield for the sale of water.
- Transitioned to new leadership of the Water Department and assumed oversight of the Waste Water Treatment Plant and Hydro-Electric plant.

2012-13 Goals and Objectives:

- Develop duties and functions associated with the integration of the Waste Water Treatment Plant and Hydro-Electric Plant with Water Department Administration.
- Develop the electronic work order system into the daily work flow process.
- Continue the conversion of water meters to radio read capability.

Fiscal Year: 2012-13
 Department: Water Administration
 Account Code: F8310
 Function: Water Administration



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	82,758	91,157	54,433	41,000
120 Clerical	37,657	39,197	39,790	41,355
130 Wages	28,386	32,774	34,191	47,215
140 Temporary	4,162	3,792	5,100	5,100
150 Overtime	550	547	800	800
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	1,400	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	154,913	168,867	135,714	136,870
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	467	523	600	600
420 Insurance	-	-	-	-
430 Contracted Services	17,560	17,796	18,665	18,504
440 Fees Non Employees	2,696	6,304	3,300	4,400
450 Miscellaneous	13,808	14,475	13,000	15,325
455 Dept. Vehicle Expense	2,619	3,387	3,200	1,925
460 Materials and Supplies	2,599	1,298	3,125	3,125
465 Equipment < \$5,000	-	2,600	2,250	1,185
Total Operating Expenses	39,749	46,383	44,140	45,064
Fringe Benefits				
810 New York State Retirement	12,557	18,290	22,936	24,600
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	11,419	12,465	10,382	10,471
840 Workers' Compensation	8,045	104	2,000	500
850 Health Insurance	26,472	24,924	24,518	28,685
Total Fringe Benefits	58,493	55,783	59,836	64,256
Department Total	253,155	271,033	257,290	246,190

Water Fund Administration

City of Watertown

F8310

Personnel Services

**2012-13
Budget**

110	Salaries		
	Superintendent of Water***		\$41,000
120	Clerical		
	Principal Account Clerk *	23,597	
	Senior Account Clerk Typist *	17,758	\$41,355
130	Wages		
	Water Meter Reader (2) *	31,215	
	SCADA Technician****	16,000	\$47,215
140	Temporary *		\$5,100
150	Overtime *		\$800
175	Health Insurance Buyout		<u>\$1,400</u>
	Total Personnel Services		\$136,870

Operating Expenses

410	Utilities		
	Cell phones*		\$600
430	Contracted Services		
	Office Rental *	7,800	
	Software Support Fees*	4,272	
	Repairs to Equipment *	300	
	Repairs to Meter Reading Equip*	500	
	Pre-Design Engineering Insp.	2,500	
	Consumer Confidence Report	2,680	
	Equip Maint Contracts**	452	\$18,504
440	Fees		
	Flu Shots*	400	
	Actuarial Services*	1,000	
	Audit Services*	3,000	\$4,400
450	Miscellaneous		
	Window Blinds	325	
	Uniforms, Meter Readers *	500	
	Membership AWWA	1,800	
	Travel and Training	100	
	Postage*	10,500	
	Postage For Annual Report	2,000	
	Text/Reference Materials	100	\$15,325

455	Dept. Vehicle Expense		
	Fuel *	725	
	Maintenance & Repairs *	600	
	Insurance *	600	\$1,925
460	Materials and Supplies		
	Printed Forms, Bills *	2,500	
	Office Supplies *	625	\$3,125
465	Equipment <\$5,000		
	Advantage Probe Reader*	760	
	Window Blinds for Office	325	
	Fax Machine*	100	<u>\$1,185</u>
	Total Operating Expenses		\$45,064

Fringe Benefits

810	New York State Retirement		\$24,600
830	Social Security Expense		\$10,471
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$28,685</u>
	Total Fringe Benefits		\$64,256

TOTAL BUDGET

\$246,190

* 1/2 expense shared with Sewer Fund G8110

** 4 way split

*** 50% Water/ 40% Sewer/ 10% Hydro

**** 40% Water/40% Sewer/20% Hydro

Fiscal Year: 2012-13
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.

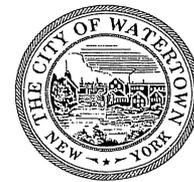
2011-12 Accomplishments:

- ✓ Collected and analyzed 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.
- ✓ Reviewed recommendations in the Final Report of the Disinfection By-products Study on options for pretreatment that could be beneficial in achieving compliance with the EPA's Stage 2, Disinfection By-products Rule, in 2013. We determined that data should continue to be collected and analyzed, but there appears to be no immediate need for making capital improvements at this time.
- ✓ Completed the dredging of the coagulation basin.

2012-13 Goals and Objectives:

- Purchase and install the second of four (4) low lift pumps at the low-lift pump station. We have scheduled replacement of one pump per year for four years.
- Replace the raw water system at the Dosing Station. This system is 25 years old. It brings in water directly from the river for required raw water sampling and turbidimeter readings, which help determine chemical dosages for certain treatment processes.

Fiscal Year: 2012-13
 Department: Source of Supply, Power and Pumping
 Account Code: F8320
 Function: Water Operations



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 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	20,000
Total Equipment	-	-	20,000	20,000
Operating Expenses				
410 Utilities	393,632	424,976	432,700	453,853
420 Insurance	-	-	3,305	-
430 Contracted Services	10,948	21,832	15,300	16,600
440 Fees Non Employees	120	3,208	12,000	-
450 Miscellaneous	-	-	-	-
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	5,220	4,351	9,000	8,000
465 Equipment < \$5,000	6,036	6,935	9,500	11,000
Total Operating Expenses	415,956	461,302	481,805	489,453
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	415,956	461,302	501,805	509,453

Source of Supply, Power and Pumping

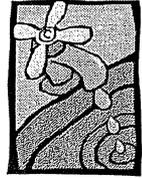
City of Watertown

F8320

Equipment	2012-13 Budget
250 Other Equipment > \$5,000	
Low Lift Pump Replacement	<u>\$20,000</u>
Total Equipment	\$20,000
Operating Expenses	
410 Utilities	
Electric	443,885
Natural Gas	9,068
Water & Sewer (Town of Pamelaia)	900
	\$453,853
430 Contracted Services	
Maintenance Contracts Generators	2,500
Repairs to Pumps	5,000
Electric Repairs & Service	2,000
Boiler Repairs, Maint., Service	2,500
Miscellaneous Repairs & Services	3,000
Rental of Propane Tank	400
Crane Inspection-Annual	1,200
	\$16,600
460 Materials and Supplies	
Grease and Oil	500
Fuel Oil, Generator	2,000
Propane, Small Generator	1,500
Mechanical Repair Parts	2,000
Miscellaneous Hardware	2,000
	\$8,000
465 Other Equipment < \$5,000	
Alum Transfer Pump at Dosing Station	1,350
2-Stage Pump Dosing Sta.Raw Water Supply	740
Mechanical Equipment & Repair Parts	3,910
Electronic Equipment & Repair Parts	5,000
	<u>\$11,000</u>
Total Operating Expenses	\$489,453
TOTAL BUDGET	\$509,453

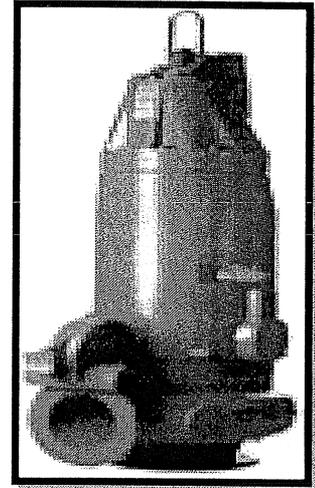
F8320 – Source of Supply, Power, & Pumping

Fiscal Year 2012-13
Equipment Requests



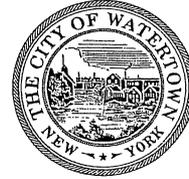
Equipment Replacement: \$20,000

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 second 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: 2012-13
Department: Water Purification
Account Code: F8330
Function: Water Operations



Description: The City's 15 MGD Water Plant purified and delivered more than 1.76 billion gallons of high quality potable water last year. An average of 4.81 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 2011. 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.

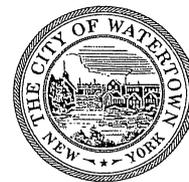
2011-12 Accomplishments:

- ✓ Continued working to find solutions to issues arising from the Stage II Disinfection Byproducts Rule IDSE Study.
- ✓ Began the process of replacement of the filter media in the water treatment plant per NYSDOH recommendations.
- ✓ Contracted with a consultant to prepare the design and specifications for replacement and upgrade of the Fluoride Storage System.

2012-13 Goals and Objectives:

- Replacement of the fluoride storage tank, day tank, and feed system.
- Replacement of roofing on the administration building and the work shop.
- Replacement of pumps and plumbing components of the Polyaluminum Chloride system in the main process complex.
- Completion of the filter media replacement project.
- Conduct a round of Stage 2 Disinfection Byproduct sampling and analysis to prepare for October 2013 implementation of rules.

Fiscal Year: 2012-13
 Department: Water Purification
 Account Code: F8330
 Function: Water Operations



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	61,256	63,558	61,895	62,514
120 Clerical	-	-	-	-
130 Wages	452,880	445,425	457,353	481,244
140 Temporary	-	-	-	-
150 Overtime	23,716	22,153	22,000	23,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	5,600	5,600	8,400	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	543,452	536,736	549,648	575,158
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	32,000
240 Highway and Street	-	-	-	-
250 Other	13,162	-	-	8,000
Total Equipment	13,162	-	-	40,000
Operating Expenses				
410 Utilities	184,462	234,334	232,915	232,920
420 Insurance	15,350	15,952	12,604	16,000
430 Contracted Services	13,110	8,121	11,600	31,600
440 Fees Non Employees	571	1,685	15,050	3,450
450 Miscellaneous	7,625	4,252	5,550	4,750
455 Dept. Vehicle Expense	9,434	9,256	10,713	9,538
460 Materials and Supplies	353,832	365,866	375,260	393,977
465 Equipment < \$5,000	24,158	17,580	22,000	17,450
Total Operating Expenses	608,542	657,046	685,692	709,685
Fringe Benefits				
810 New York State Retirement	42,072	63,986	91,296	109,384
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	40,505	40,010	42,048	43,999
840 Workers' Compensation	5,092	(4,780)	500	500
850 Health Insurance	129,802	117,677	112,784	121,080
Total Fringe Benefits	217,471	216,893	246,628	274,963
Department Total	1,382,627	1,410,675	1,481,968	1,599,806

Water Purification

City of Watertown

F8330

Personnel Services

2012-13
Budget

110	Salaries		
	Chief WTP Operator		\$62,514
130	Wages		
	WTP Maintenance Supv.	54,360	
	Laboratory Technician	47,790	
	WTP Maint. Mechanic (2)	89,214	
	Building Maint. Worker	36,565	
	WTP Operator (6)	242,592	
	WTP Operator Trainee (2)	10,723	\$481,244
150	Overtime		\$23,000
175	Health Insurance Buyout		<u>\$8,400</u>
	Total Personnel Services		\$575,158

Equipment

230	Motor Vehicles		
	5/6 Passenger All Wheel Drive Vehicle		\$32,000
250	Other Equipment > \$5,000		
	Lab Equip.- Spectrophotometer		<u>\$8,000</u>
	Total Equipment		\$40,000

Operating Expenses

410	Utilities		
	Sewer Charges	210,570	
	Natural Gas	20,670	
	Telephone	1,680	\$232,920
420	Insurance		\$16,000
430	Contracted Services		
	AC Boiler Repair & Maintenance	2,000	
	Electric Repair & Maintenance	2,000	
	Repairs to Equipment	3,000	
	Advertising	300	
	Chemical Testing	5,500	
	Stage 2 Sampling Analysis	18,600	
	Inspection of Fire/Intrusion Alarms	200	\$31,600

440	Fees, Non Employee		
	Lab Accreditation Fee	650	
	Risk Management Plan Training	1,000	
	Hazardous Material License Fee	400	
	Physical Exams & Testing	1,400	\$3,450
450	Miscellaneous		
	Schools, Training, & Textbooks	1,450	
	Travel Expenses, Operator Training	1,500	
	Boots, Helmets, Goggles	800	
	Other (Postage, Stationary Stores, etc.)	1,000	\$4,750
455	Dept. Vehicle Expense		
	Maintenance & Repairs	4,000	
	Fuel	4,038	
	Insurance	1,500	\$9,538
460	Materials and Supplies		
	Process Chemicals	369,377	
	Materials and Supplies	24,600	\$393,977
465	Other Equipment <\$5000		
	Radio Upgrades	1,500	
	Repair Parts; Mechanical,Electrical	10,600	
	Mag Chemical Transfer Pump (Sternpac)	1,350	
	Mechanical Tools	2,000	
	Doors,Windows, Gates,etc.	2,000	<u>\$17,450</u>
	Total Operating Expenses		\$709,685

Fringe Benefits

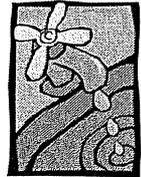
810	New York State Retirement		\$109,384
830	Social Security Expense		\$43,999
840	Workers' Compensation		\$500
850	Health Insurance		<u>\$121,080</u>
	Total Fringe Benefits		\$274,963

TOTAL BUDGET

\$1,599,806

F8330 - Water Purification

Fiscal Year 2012-13
Equipment Requests



Vehicle Replacement: \$32,000

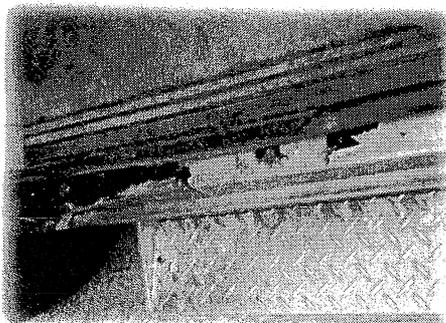
Utility Vehicle - #2-30

The vehicle being replaced is a 1997 Ford pick-up truck #2-30 and is equipped with a plow and power lift-gate. The vehicle is 15 years old. The body and undercarriage are badly rusted.

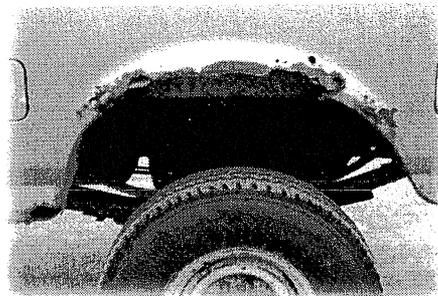


The water treatment staff also has a newer pick-up truck with a plow and lift-gate. We have found that there is a more immediate need for a vehicle that can carry 3 or 4 employees to the remote sites for various work projects. Two vehicles are currently used when three or more people are required to be transported and that leaves the plant short of a vehicle in the event that an employee is required respond to a customer request for sampling or testing, if parts are needed for maintenance reasons, or if one vehicle is down for maintenance.

Staff has requested that this vehicle be replaced with a 5 passenger, 4 wheel drive vehicle with capacity for towing a trailer for transport of the riding tractor/lawn mower or the boat, which is used for watershed inspections and for work in and around the coagulation basin.



Rusted Rocker Panels



Rusted Quarter Panel

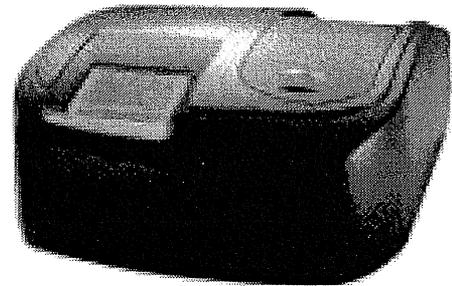
F8330 - Water Purification

Fiscal Year 2012-13
Equipment Requests



Spectrophotometer - \$8,000

The equipment being requested is a HACH DR 5000 Spectrophotometer. This is an analytical device used in the laboratory to measure the reflectivity of various particles by passing light through samples of water to determine the levels of turbidity, microscopic compounds, organisms, metal concentrations, UV254 absorbance critical to optimum dosing of coagulants, etc. found in the water at various sampling points in the treatment process.



Fiscal Year: 2012-13
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations



Description: This departmental unit consists of 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.

2011-12 Accomplishments:

- ✓ Coordination with developers and contractors performing oversight and testing on the installation of water mains and services on major development projects in the City, including the Hospice Project, Phase III of the Ives Hill Retirement Community, Creek Wood Apartments and the Fairfield Inn Hotel on Gaffney Drive.
- ✓ Replaced the water main and fire hydrants on Madison Avenue.
- ✓ Oversaw replacement of the water main and services in J.B. Wise Place.
- ✓ Installation of new fire service lines to allow for construction of apartments on the upper floors of buildings on Public Square.

2012-13 Goals and Objectives:

- Install a 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.
- Work closely with consultants and contractors on the Installation of a parallel 16" water main from Olmsted Dr. to the reservoirs at Thompson Park and rehabilitation of the valves and valve vaults on these lines at their connection with the reservoirs.
- Assist with the design and oversight of the Installation of new water mains in conjunction with the Clinton Street reconstruction project.

Fiscal Year: 2012-13
 Department: Transmission and Distribution
 Account Code: F8340
 Function: Water Operations



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	113,022	111,616	115,393	62,692
120 Clerical	-	-	-	-
130 Wages	450,308	442,129	469,949	537,266
140 Temporary	751	5,493	7,000	6,000
150 Overtime	27,154	22,607	28,500	29,000
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	591,235	581,845	620,842	634,958
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	29,612	-	60,000
240 Highway and Street	-	-	-	-
250 Other	-	-	6,200	-
Total Equipment	-	29,612	6,200	60,000
Operating Expenses				
410 Utilities	17,072	15,647	17,380	14,485
420 Insurance	1,501	1,590	2,400	1,200
430 Contracted Services	3,885	2,475	7,075	5,740
440 Fees Non Employees	627	732	1,200	750
450 Miscellaneous	9,299	6,322	8,250	11,550
455 Dept. Vehicle Expense	45,394	53,639	57,700	55,500
460 Materials and Supplies	41,031	28,660	38,000	42,200
465 Equipment < \$5,000	115,589	65,684	151,750	154,650
Total Operating Expenses	234,398	174,749	283,755	286,075
Fringe Benefits				
810 New York State Retirement	45,023	69,992	105,304	122,546
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	43,787	42,981	47,494	48,574
840 Workers' Compensation	117,329	43,683	12,000	12,500
850 Health Insurance	152,086	136,673	133,217	148,386
Total Fringe Benefits	358,225	293,329	298,015	332,006
Department Total	1,183,858	1,079,535	1,208,812	1,313,039

Transmission and Distribution

City of Watertown

F8340

Personnel Services

2012-13
Budget

110	Salaries		
	Supervisor Water Dist.Systems		\$62,692
130	Wages		
	Water Distribution System Oper.	54,360	
	Crew Chief (2)	86,694	
	Engineering Technician	40,255	
	Water Meter Srv. Mechanic (2) *	39,961	
	Stock Attendant	29,994	
	Motor Equipment Operator (2)	75,666	
	Water Maintenance Mechanic (6)	210,336	\$537,266
140	Temporary		\$6,000
150	Overtime		<u>\$29,000</u>
	Total Personnel Services		\$634,958

Equipment

230	Motor Vehicles		
	Utility Pick-up Truck, 4x4 w/plow (2-7)	35,000	
	Compact 4x4 Pick-up (2-26)	25,000	<u>\$60,000</u>
	Total Equipment		\$60,000

Operating Expenses

410	Utilities		
	Natural Gas	10,260	
	Cell Phones	3,025	
	Telephone	1,200	\$14,485
420	Insurance		\$1,200
430	Contracted Services		
	Equipment Repair & Maintenance	1,500	
	Equipment Rental	500	
	Maintenance Contract on Copier	240	
	Facility Maintenance	300	
	CAD Maintenance Annual Fee	1,200	
	WaterCad Select Service Fee	600	
	Cartegraph Fee	700	
	Annual Crane Hoist Inspection	300	
	Radio Repairs	400	\$5,740

440	Fees, Non Employee		
	Random Drug Testing for CDLs	400	
	Physicals	350	\$750
450	Miscellaneous		
	Travel & Training	4,700	
	In-house Training Expenses	300	
	Safety Items	2,500	
	Protective Clothing	3,000	
	Meter Service Uniforms (1/2 x 700)*	350	
	OSHA Training	200	
	AWWA Dues & Manuals	500	\$11,550
455	Dept. Vehicle Expense		
	Fuel	29,000	
	Maintenance & Repairs	16,500	
	Insurance	10,000	\$55,500
460	Materials and Supplies		
	Stationary Stores	600	
	Cleaning & Mechanical Supplies	5,800	
	Maintenance Supplies	7,000	
	Hand Tools	1,000	
	Redi-mix Concrete	1,000	
	Top Soil	1,000	
	Crushed Stone	10,000	
	Black Top-Road Repair & Cold Patch	10,000	
	Hydrant Marker Posts	1,000	
	Fire Hydrant Antifreeze	1,800	
	Facilty Repair Supplies	3,000	\$42,200
465	Other Equipment <\$5000		
	Water Meters & Parts*1/2	40,000	
	Fire Hydrants	10,000	
	OSHA Mandated Equipment	1,000	
	DVD Player for Training Videos	100	
	Ductile Iron Pipe & Fittings	9,700	
	Gate Valves & Hydrant Valves	4,500	
	Repair Sleeves and Pipe Clamps	8,600	
	Copper Pipe	10,950	
	Brass Fittings	16,000	
	Curb Boxes, Repair Lids, Extensions	3,100	
	Valve Boxes, Covers, Risers	7,600	
	Fire Hydrant Repair Parts	19,000	
	Tapping Sleeves, Valves & Saddles	4,800	

Tools & Accessories	3,500	
2" WT20X Trash Pump (replacement)	1,800	
BO-4 Ground Mic for Leak Detector	2,300	
Demolition Hammer (replacement)	1,400	
Tapping Machine (replacement)	3,400	
Gate Valve Operating Nut Repair Tool	4,900	
Mig Welder	1,700	
Oxygen/Acetylene Torches & Parts	300	<u>\$154,650</u>
Total Operating Expenses		\$286,075

Fringe Benefits

810	New York State Retirement	\$122,546
830	Social Security Expense	\$48,574
840	Workers' Compensation	\$12,500
850	Health Insurance	<u>\$148,386</u>
	Total Fringe Benefits	\$332,006

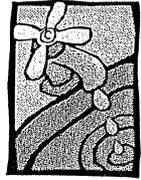
TOTAL BUDGET **\$1,313,039**

*1/2 expense shared with G8120

** 1/2 expense shared with F8330

F8340 - Water Distribution

Fiscal Year 2012-13
Equipment Requests



Vehicle Replacement: \$35,000

Utility Pick-up Truck - #2-7

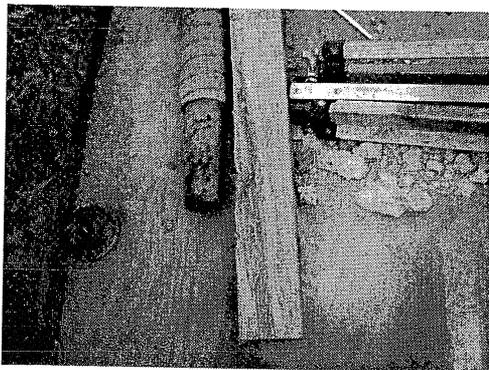
Vehicle #2-7 is a 1997 4x4 Ford Utility Pick-up Truck. The body and frame are badly rusted and it has been patched together for a few years. The truck has a plow, which is used to plow the parking area and reservoir road at the Park.

The truck will be replaced with a 4x4, dual wheel utility truck with a new plow.

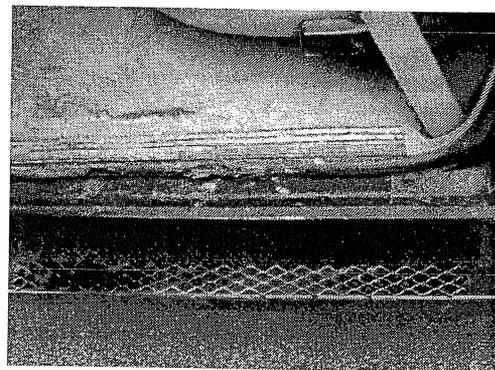


The utility box bed is badly rusted and a sheet of $\frac{3}{4}$ " plywood was added a couple of years ago to reinforce the bed.

The running board and rocker panel on the driver's side were rusted out and repaired by staff. A makeshift running board was fashioned from steel stock and welded to the frame.



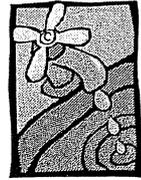
Plywood Bed Repair



Repaired Rocker Panel and
Fabricated Running Board

F8340 - Water Distribution

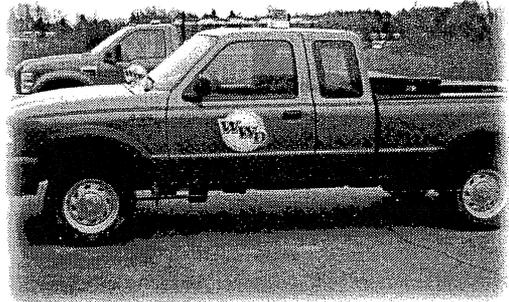
Fiscal Year 2012-13
Equipment Requests



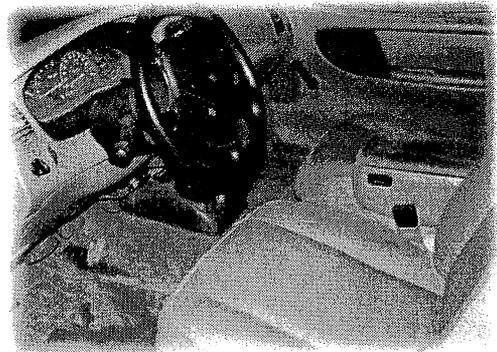
Vehicle Replacement: \$25,000

Compact 4x4, Pick-up Truck - #2-26

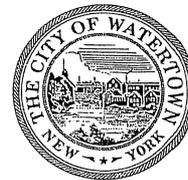
The vehicle being replaced is a 2000 Ford Ranger 4x4 extended cab pick-up truck. The vehicle is 12 years old and has over 54,000 miles on it. The engine is tired and has a significant "knock", which Central Garage is aware of. The vehicle is used daily by the Water Distribution System Operator.



This type vehicle has worked well and will most likely be replaced with a similar type compact pick-up truck.



Fiscal Year: 2012-13
 Department: Water Fund General Accounts
 Account Code: Water Fund
 Function: Government Support and Debt Service

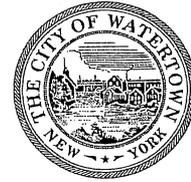


General	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
F1950 Taxes on Real Property	\$ 672	\$ 708	\$ 725	\$ 735
F1990 Contingent	-	-	21,589	25,610
F9040 Workers' Compensation	4,718	6,860	5,000	7,000
F9060 Health Insurance Premium	140,704	123,156	125,638	124,573
F9061 Other Post Employment Benefits (OPEB)	184,240	219,962	-	-
F9065 Health Insurance Part B	13,592	11,624	10,753	11,988
F9070 Compensated Absences	(3,533)	(10,887)	2,500	2,000
F9089 Employee Benefits - Other	335	679	1,000	650
F9501 General Liability Reserve	7,500	7,500	15,000	15,000
F9930 Coagulation Reserve	30,000	30,000	25,000	20,000
F9950 Transfer to Capital Fund	<u>24,328</u>	<u>179,017</u>	<u>195,000</u>	<u>270,000</u>
Total Budget	\$ 402,556	\$ 568,619	\$ 402,205	\$ 477,556

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Serial Bonds				
F97 10.6 Principal	\$ 902,992	\$ 821,419	\$ 850,083	\$ 400,450
F97 10.7 Interest	<u>205,440</u>	<u>163,964</u>	<u>156,820</u>	<u>120,482</u>
Total Budget	\$ 1,108,432	\$ 985,383	\$ 1,006,903	\$ 520,932

These accounts represent the annual principal reduction and interest payments on Water Fund Debt.

Fiscal Year: 2012-13
 Department: Debt Service
 Account Code: Water Fund
 Function: Debt Service Detail

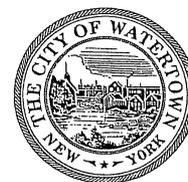


SERIAL BONDS

DATE OF ISSUE	RATE	DATE OF MATURITY	2012-13 PRINCIPAL	2012-13 INTEREST	2012-13 TOTAL	OUTSTANDING BALANCE
5/15/2002	4.00 - 5.00%	5/15/2020	4,500	931	5,431	16,250
1/15/2005	2.75 - 4.25%	1/15/2024	32,172	4,534	36,706	81,166
11/15/2005	4.00 - 4.37%	11/15/2020	90,000	34,791	124,791	787,000
2/15/2008	3.25 - 4.00%	2/15/2023	142,000	50,959	192,959	1,287,000
2/11/2009	2.50 - 3.25%	9/15/2018	38,000	7,940	45,940	248,000
6/15/2010	3.125 - 4.00%	12/15/2024	14,000	6,364	20,364	180,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	22,278	4,098	26,376	131,654
6/28/2011	2.00 - 3.00%	6/15/2021	<u>57,500</u>	<u>10,865</u>	<u>68,365</u>	<u>343,000</u>
		TOTAL	400,450	120,482	520,932	3,074,070

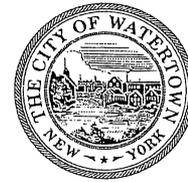
SEWER
FUND

Fiscal Year: 2012-13
 Department: Sewer Fund
 Account Code: Summary
 Function: Sewer Fund Summary



	2009-10	2010-11	2011-12	2012-13
Revenues	ACTUAL	ACTUAL	BUDGET	BUDGET
Sewer Rents	2,697,049	2,697,234	2,566,857	2,542,000
Sewer Charges	428,751	695,000	600,000	324,750
Interest & Pen on Sewer Rents	59,232	60,604	65,000	60,000
Sewer Rents - Governments	1,118,282	1,404,364	1,465,000	1,633,000
Interest Earnings	2,507	6,485	7,425	5,200
Permit Fees	20,500	20,375	21,000	20,000
Sale of Scrap	-	249	1,000	1,000
Sale of Equipment	14,550	1,166	1,000	1,000
Gain on Bond Refinancing	-	4,808	-	-
Refund of Prior Year Expense	115	-	-	-
Premium on Obligations	-	1,632	-	-
Unclassified Revenues	-	94	-	-
Interfund Revenues	163,716	220,877	211,400	229,770
State Aid Workers' Comp	6,849	-	2,500	-
State Aid CHIPs	766	756	1,000	1,000
State Aid Home and Community	-	-	-	-
Interfund Transfers	289,711	84,284	1,000	1,000
Sub-Total	4,802,028	5,197,928	4,943,182	4,818,720
Actual Beginning Fund Balance	864,557	1,247,996		
Appropriated Fund Balance Debt Reserves			84,765	39,509
Appropriated Fund Balance			12,114	468,380
Total Revenues	5,666,585	6,445,924	5,040,061	5,326,609
Expenditures				
Administration	136,538	143,106	175,633	227,392
Sanitary Sewer	386,377	424,812	462,400	500,754
Sewage Treatment	2,634,160	2,651,677	2,843,032	2,964,941
General	578,098	1,134,083	900,535	1,047,419
Debt	683,416	692,421	647,211	586,103
Total Expenses	4,418,589	5,046,099	5,028,811	5,326,609

Fiscal Year: 2012-13
Department: Sewer Fund
Account Code: Revenues
Function: Revenue Summary



	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
G2120 Sewer Rents	2,697,049	2,697,234	2,566,857	2,542,000
G2122 Sewer Charges	428,751	695,000	600,000	324,750
G2128 Int. & Pen. On Sewer Rents	59,232	60,604	65,000	60,000
G2370 Sewer Rents - Governments	1,118,282	1,404,364	1,465,000	1,633,000
G2401 Interest Earnings	2,507	6,485	7,425	5,200
G2590 Permit Fees	20,500	20,375	21,000	20,000
G2650 Sale of Scrap	-	249	1,000	1,000
G2665 Sale of Equipment	14,550	1,166	1,000	1,000
G2675 Gain on Bond Refinancing		4,808		-
G2701 Refund of Prior Yr; Exp.	115	-	-	-
G2710 Premium on Obligations	-	1,632	-	-
G2770 Unclassified Revenues		94		-
G2810 Interfund Revenues	163,716	220,877	211,400	229,770
G3089 State Aid Workers' Comp	6,849	-	2,500	-
G3501 State Aid - CHIPS	766	756	1,000	1,000
G3889 State Aid Home and Comm	-	-	-	-
G5031 Interfund Transfers	289,711	84,284	1,000	1,000
Sub-Total	<u>4,802,028</u>	<u>5,197,928</u>	<u>4,943,182</u>	<u>4,818,720</u>
Actual Beginning Fund Balance	<u>864,557</u>	<u>1,247,996</u>		
Appropriated Fund Balance Debt Reserves			84,765	39,509
Appropriated Fund Balance			<u>12,114</u>	<u>468,380</u>
Total Revenues	\$ 5,666,585	\$ 6,445,924	\$ 5,040,061	\$ 5,326,609

Fiscal Year: 2012-13
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: 2012-13
Department: Sewer Administration
Account Code: G8110
Function: Sewer Administration



Description: The Water Department administrative staff is responsible for the sewer administration functions and is responsible for processing sewer bills for over 8,500 residential, commercial, and industrial accounts and billing for tanker hauled leachate that is processed at the waste water treatment plant. Staffing currently includes the Superintendent of Water, a Principal Account Clerk, a Senior Account Clerk and two Meter Readers. Staff collects, compiles and maintains data to produce the combined water and sewer bills. In addition, all paperwork associated with departmental personnel, payroll and purchases are handled by the 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 and sewer personnel, the City's hydro-electric plant contract operator and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent oversees the water department, waste water treatment plant and hydro-electric plant, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2011-12 Accomplishments:

- Transitioned to new leadership of the Water Department and assumed oversight of the Waste Water Treatment Plant and Hydro-Electric plant.

2012-13 Goals and Objectives:

- Develop duties and functions associated with the integration of the Waste Water Treatment Plant and Hydro-Electric Plant with Water Department Administration.
- Develop the electronic work order system into the daily work flow process.
- Continue conversion of water meters to radio read capability.

Fiscal Year: 2012-13
 Department: Sewer Administration
 Account Code: G8110
 Function: Sewer Administration



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	-	-	-	32,800
120 Clerical	37,656	39,197	39,790	41,355
130 Wages	28,387	32,774	34,191	47,215
140 Temporary	4,162	3,792	5,100	5,100
150 Overtime	550	547	800	800
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	1,400	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	72,155	77,710	81,281	128,670
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	468	523	600	600
420 Insurance	-	-	-	-
430 Contracted Services	16,188	15,889	17,265	16,849
440 Fees Non Employees	2,659	6,593	3,300	4,400
450 Miscellaneous	8,675	9,429	9,000	11,000
455 Dept. Vehicle Expense	2,618	3,414	3,200	1,760
460 Materials and Supplies	1,187	329	3,125	3,125
465 Equipment < \$5,000	95	2,600	2,250	860
Total Operating Expenses	31,890	38,777	38,740	38,594
Fringe Benefits				
810 New York State Retirement	5,989	8,552	14,641	23,579
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	5,333	5,724	7,078	9,843
840 Workers' Compensation	8,045	93	2,000	4,500
850 Health Insurance	13,126	12,250	14,293	22,206
Total Fringe Benefits	32,493	26,619	38,012	60,128
Department Total	136,538	143,106	175,633	227,392

Sewer Fund Administration

City of Watertown

G8110

Personnel Services		2012-13 Budget
110	Salaries	
	Superintendent of Water***	\$32,800
120	Clerical	
	Principal Account Clerk *	23,597
	Sr. Account Clerk Typist *	17,758
130	Wages	
	Water Meter Reader (2) *	31,215
	SCADA Technician****	16,000
140	Temporary *	\$5,100
150	Overtime *	\$800
175	Health Insurance Buyout	<u>\$1,400</u>
	Total Personnel Services	<u>\$128,670</u>

Operating Expenses

410	Utilities		
	Cell phones*		\$600
430	Contracted Services		
	Office Rental *	7,800	
	Software Support Fees*	4,272	
	Repairs to Equipment*	300	
	Pre- Design Engineering Insp.	2,500	
	Repairs to Meter Reading Equip*	500	
	Fee for Paying Agent	1,025	
	Equip Maintenance Contracts*	452	\$16,849
440	Fees		
	Flu Shots*	400	
	Actuarial Fees*	1,000	
	Audit Services*	3,000	\$4,400
450	Miscellaneous		
	Uniforms, Meter Readers *	500	
	Postage*	10,500	\$11,000
455	Dept. Vehicle Expense		
	Fuel *	725	
	Maintenance & Repairs *	600	
	Insurance *	435	\$1,760

460	Materials and Supplies		
	Printed Forms, Bills *	2,500	
	Office Supplies*	625	\$3,125
465	Equipment < \$5,000		
	FAX Machine *	100	
	Advantage Probe Reader	760	<u>\$860</u>
	Total Operating Expenses		\$38,594

Fringe Benefits

810	New York State Retirement *		\$23,579
830	Social Security Expense *		\$9,843
840	Workers' Compensation *		\$4,500
850	Health Insurance *		<u>\$22,206</u>
	Total Fringe Benefits		\$60,128

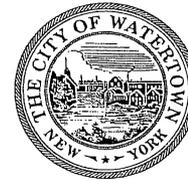
TOTAL BUDGET **\$227,392**

* 1/2 expense shared with Water Fund F8310

*** 50% Water/40% Sewer/10% Hydro

****40% Water/40% Sewer/20% Hydro

Fiscal Year: 2012-13
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 2011, the City responded to 1,312 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.

2011-12 Accomplishments:

- ✓ Replaced 420' of stone sewer main on the 200 block of Stone Street.
- ✓ Replaced 220' of 8" sewer main on the 1200 block of Boyd Street.
- ✓ Participated in Departmental Safety Training programs including Trenching & Competent Person Training, OSHA 10 hour and PESH 8 Hour Courses.
- ✓ Cleaned and televised 5 sanitary sewer river crossings. Additionally cleaned 54,000 l.f. of sewer mains, televised 18,500 l.f. of sewer mains and repaired 29 sanitary sewer laterals.
- ✓ Initiated Sewer View Module of the Cartegraph Work Management Program.

2012-13 Goals and Objectives:

- Obtain Pipeline Assessment & Certification Program training for 4 sewer crew employees to meet industry standards for pipeline inspection activities.
- Assist the the City Engineering Department in obtaining data on subsurface sewer infrastructure as part of the Factory Street Reconstruction Project.
- Develop protocols for identifying and reporting point sources of fats, oils & grease (FOG) that are discharged into the sanitary sewers resulting in mainline blockages and backups into residences.
- Provide expanded information and a FAQ section specific to sewer issues for residential customers on the City Webpage.

Fiscal Year: 2012-13
 Department: Sanitary Sewers
 Account Code: G8120
 Function: Sewer Operations



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	30,382	30,838	30,032	31,582
120 Clerical	-	-	-	-
130 Wages	149,361	155,049	160,966	164,155
140 Temporary	76	19	-	-
150 Overtime	5,220	6,784	6,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	242	577	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	185,281	193,267	196,998	201,737
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	12,500
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	-	-	-	12,500
Operating Expenses				
410 Utilities	566	513	640	592
420 Insurance	2,140	2,080	2,176	1,941
430 Contracted Services	5,006	4,186	4,394	11,424
440 Fees Non Employees	150	216	300	300
450 Miscellaneous	5,068	3,455	6,100	8,700
455 Dept. Vehicle Expense	47,466	63,583	68,098	65,185
460 Materials and Supplies	28,775	24,228	35,450	38,000
465 Equipment < \$5,000	27,053	43,868	46,500	49,700
Total Operating Expenses	116,224	142,129	163,658	175,842
Fringe Benefits				
810 New York State Retirement	12,762	22,157	33,293	38,935
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	13,680	14,247	15,070	15,433
840 Workers' Compensation	1,048	-	1,000	1,000
850 Health Insurance	57,382	53,012	52,381	55,307
Total Fringe Benefits	84,872	89,416	101,744	110,675
Department Total	386,377	424,812	462,400	500,754

Sanitary Sewer

City of Watertown

G8120

Personnel Services		2012-13 Budget
110	Salaries	
	Sewer Maintenance Supervisor (1)*	\$31,582
130	Wages	
	Crew Chief (1)***	29,160
	Water Meter Service Mechanic (2)**	39,961
	Motor Equipment Oper. (3)***	73,480
	Municipal Worker I (1)***	21,554
150	Overtime	<u>\$6,000</u>
	Total Personnel Services	<u>\$201,737</u>
Equipment		
230	Motor Vehicle	
	Pickup Truck - Supervisor (1/2 - A8140)	<u>\$12,500</u>
	Total Equipment	<u>\$12,500</u>
Operating Expenses		
410	Utilities	
	Wireless Networking (1/2)*	200
	Cellular Phone (1/2)*	240
	Nextel For GPS (1/2)*	152
		\$592
420	Insurance	\$1,941
430	Contracted Services	
	GPS Tracking	156
	Cartegraph Subscription Renewal (1/2)*	368
	Recertify Safety Equipment (1/2)*	500
	Chemical Root Control	5,000
	Camera Software Maintenance (1/2)*	900
	Camera Equipment Repair (1/2)*	1,500
	Small Equipment Repair	3,000
		\$11,424
440	Fees, Non Employee	
	Employment Related Testing	\$300
450	Miscellaneous	
	Safety Apparel	500
	Employee Safety Training	4,000
	DEC Permits	1,500
	Postage and Shipping	600
	CSX (4) Pipeline Sewer Easements	900
	Safety Shoes and Uniforms**	1,200
		\$8,700

455	Dept. Vehicle Expense		
	Maintenance & Repairs	25,000	
	Preventive Maintenance	8,500	
	Fuel	26,000	
	Insurance	5,685	\$65,185
460	Materials and Supplies		
	Manholes	3,000	
	Manhole Frames & Covers	4,000	
	Piping and Pipe Fittings	8,500	
	Crusher Run and Related Materials	7,000	
	Asphalt Road Patching Products	5,000	
	Sewer Camera Supplies (1/2) *	1,500	
	Sewer Vac Hose,500LF (1/2)*	1,000	
	Replacement Sewer Cleaning Tools	2,000	
	Residential Lateral Repair Program	2,500	
	Work Zone Safety Devices	500	
	Miscellaneous Supplies	3,000	\$38,000
465	Other Equipment < \$5,000		
	Replacement Sewer Bypass Plugs (1/2)*	1,200	
	Replacement Pump Hose (1/2)*	750	
	Replacement Pipe Saw (1-91)	1,100	
	Manhole Frame Lifting Device (1/2)*	1,400	
	Trench Shoring Equipment (1/2)*	5,000	
	Widescreen 21" Computer Monitor	250	
	Meter and Meter Parts (1/2) **	40,000	\$49,700
	Total Operating Expenses		\$175,842

Fringe Benefits

810	New York State Retirement		\$38,935
830	Social Security Expense		\$15,433
840	Workers' Compensation		\$1,000
850	Health Insurance		\$55,307
	Total Fringe Benefits		\$110,675

TOTAL BUDGET **\$500,754**

* (1/2) A8140 for 1/2 year

** (1/2) F8340

*** (1/3) A5142

****(1/2) A8140 for 1/2 year

G8120.230 - Public Works Sanitary Sewers

Fiscal Year 2012-13
Equipment Request

Pickup Truck (1-037) _____ \$12,500

Vehicle 1-037 is a 1997 Chevrolet S10 extended cab 4x4 pickup truck assigned to the department's Storm and Sanitary Sewer Maintenance Supervisor. The truck has extensive deterioration to the body and sub-structure. It has had body corrosion repairs in the past as well as a major engine overhaul. The truck will be replaced by a half ton extended cab pickup. The present truck will be sold through the City's excess vehicle auction. With a total replacement cost of \$25,000 this vehicle will be funded 50% from Storm Sewers and 50% from Sanitary Sewers.



Fiscal Year: 2012-13
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 2011 the facility treated an average 10.9 MGD and removed 5,989 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).

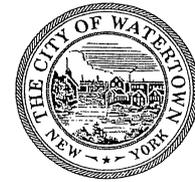
2011-12 Accomplishments:

- ✓ On 11/21/2011 received approval from the NYSDEC for the selection of a Dual Sodium Hypochlorite Disinfection System to satisfy imposed regulatory requirements of our modified NY SPDES Permit. Selected consultant engineer to assist in design and installation of the system.
- ✓ Completed the pilot testing of digested sludge and initiated the preparation of a beneficial use determination application to the NYSDEC for alternative solids handling and disposal.
- ✓ Completed the installation, startup and testing of the second variable speed 100 Hp motor and motor driver assembly for the raw sewage lift pump system, bringing overall progress to 2 of 5 motor and motor driver assembly units replaced. Completed specifications and Bid Documents and advertised (late Spring 2012) for the acquisition of the third variable speed motor and driver assembly. Installation, startup and testing for the third unit to follow.

2012-13 Goals and Objectives:

- Complete and receive NYSDEC approval for the design of the disinfection system scheduled to be constructed in FY 2013-14.
- Participate in the establishment of the consolidated Water Department.
- Complete and submit a beneficial use determination application to the NYSDEC for alternative solids handling and disposal.

Fiscal Year: 2012-13
 Department: Sewage Treatment and Disposal
 Account Code: G8130
 Function: Sewer Operations



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	127,163	96,432	110,349	65,000
120 Clerical	-	-	-	-
130 Wages	603,339	601,774	630,622	692,814
140 Temporary	-	4,645	-	-
150 Overtime	25,814	28,264	32,000	32,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	460	-	-	-
175 Health Insurance Buyout	8,400	11,200	11,200	11,200
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	765,176	742,315	784,171	801,014
Equipment				
210 Furniture and Furnishings	-	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	22,000	22,000
240 Highway and Street	-	-	-	-
250 Other	85,794	50,084	92,000	81,080
Total Equipment	85,794	50,084	114,000	103,080
Operating Expenses				
410 Utilities	900,798	918,913	992,114	982,200
420 Insurance	32,527	35,214	36,626	33,351
430 Contracted Services	82,310	144,714	83,150	104,575
440 Fees Non Employees	16,437	17,768	16,750	17,300
450 Miscellaneous	2,198	6,304	6,050	10,100
455 Dept. Vehicle Expense	18,435	38,087	23,685	32,367
460 Materials and Supplies	322,403	322,698	378,518	450,995
465 Equipment < \$5,000	145,223	114,858	92,949	68,075
Total Operating Expenses	1,520,331	1,598,556	1,629,842	1,698,963
Fringe Benefits				
810 New York State Retirement	62,437	90,523	129,610	152,434
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	57,712	56,103	59,990	61,277
840 Workers' Compensation	14,483	721	18,000	35,000
850 Health Insurance	128,227	113,375	107,419	113,173
Total Fringe Benefits	262,859	260,722	315,019	361,884
Department Total	2,634,160	2,651,677	2,843,032	2,964,941

Sewage Treatment and Disposal

City of Watertown

G8130

Personnel Services

2012-13
Budget

110	Salaries		
	Chief WWTP Operator		\$65,000
130	Wages		
	WWTP O & M Supv.	51,159	
	Industrial Pretreatment		
	Laboratory Technician (1)	49,355	
	WWTP Lab. Technician (1)	47,494	
	WWTP Process Worker III (2)	94,687	
	WWTP Process Worker II (2)	90,264	
	WWTP Process Worker I (8)	326,635	
	Municipal Worker I (1)	33,220	\$692,814
150	Overtime		\$32,000
175	Health Insurance Buyout		<u>\$11,200</u>
	Total Personnel Services		\$801,014

Equipment

230	Motor Vehicle		
	Operations Utility Vehicle		\$22,000
250	Other Equipment > \$5,000		
	2 Grinder Pumps (replacement)	33,950	
	1 Mechanical Seal (RSLP)	6,500	
	Rebuild TF Lift Pump	14,000	
	Rebuild TF Recir. Pump	12,000	
	Rebuild Concrete Dump Stations	14,630	<u>\$81,080</u>
	Total Equipment		\$103,080

Operating Expenses

410	Utilities		
	Water	80,000	
	Electric	880,500	
	Natural Gas	11,700	
	Telephone	10,000	\$982,200
420	Insurance		\$33,351

430	Contracted Services		
	Uniform Rental	6,300	
	Contract Lab	20,350	
	Ash Tipping Fees/Hauling	8,500	
	Welding Mach Shop Srv	37,825	
	Factory Repair Srv. Elec/Mech	20,800	
	Boiler Maint./Contract Maint.	10,300	
	Maintenance Contract Copier	500	\$104,575
440	Fees		
	Permit Fees	16,800	
	Medical Physicals / tests	500	\$17,300
450	Miscellaneous		
	Travel and Training	8,050	
	Shipping and Freight Charges	1,250	
	Books and Periodicals	800	\$10,100
455	Dept. Vehicle Expense		
	Maintenance & Repairs	3,855	
	Diesel & Gas	24,583	
	Insurance	3,929	\$32,367
460	Materials and Supplies		
	Process Chemicals	225,420	
	Boots, Helmets, Gloves	3,850	
	Supplies; Mech., Control, Safety	91,425	
	Grease & Oil	12,000	
	Office Supplies	1,000	
	Cleaning Supplies	4,000	
	Lab Chemicals & Filter	7,500	
	Tools - Mech, Elec	8,000	
	Building & Grounds Supplies	20,800	
	Misc. Personal Supplies	2,000	
	Fuel Oil for Incinerator	75,000	\$450,995
465	Equipment < \$5,000		
	I/O Boards, Inst. & Control	6,250	
	Repair Parts - Mech, Elec	21,000	
	Lunch Room AC Repairs	3,000	
	Liner, Babbit	6,500	
	Pump Sta. Support Trailer	4,000	

Equipment Unit Replacement:		
Pump East Hills LS (1)	3,400	
Portable Flow Meter (1)	3,000	
Chemical Pump (1)	1,500	
Electric Heaters (2 - TFPS)	1,825	
Pump Impeller (1)	3,700	
Plug Valves (6)	7,900	
Sludge Pump Rebuild Kits	6,000	<u>\$68,075</u>
Total Operating Expenses		\$1,698,963

Fringe Benefits

810	New York State Retirement	\$152,434
830	Social Security Expense	\$61,277
840	Workers' Compensation	\$35,000
850	Health Insurance	<u>\$113,173</u>
	Total Fringe Benefits	\$361,884

TOTAL BUDGET	\$2,964,941
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G8130 – Sewage Treatment Plant

Fiscal Year 2012-13
Equipment Requests

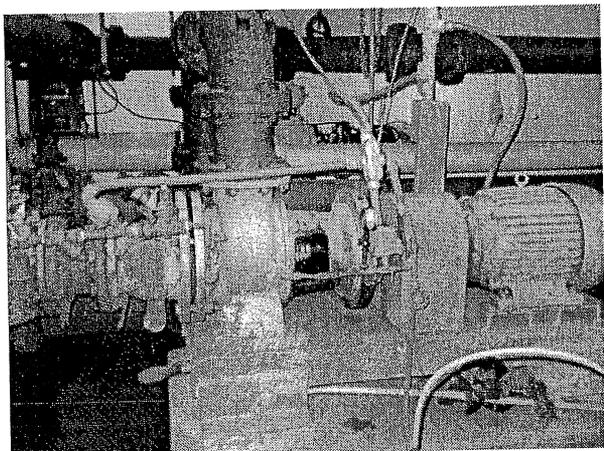
STP Operations Utility Vehicle: \$22,000

The current utility vehicle to be replaced is a 200 Ford E150 van with over 52,000 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 it is time for its replacement.



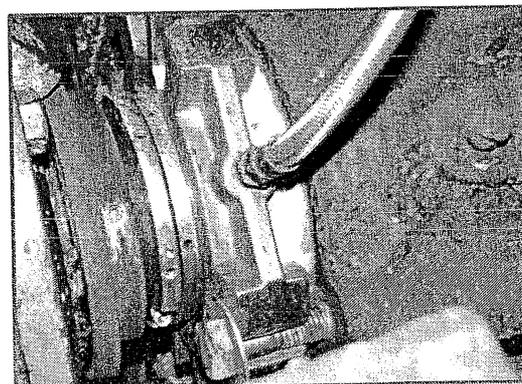
Two Grinder Pumps: \$33,950

Two grinder pumps are scheduled for replacement – one for the Sludge Disposal Building and the second for the 70 foot diameter Digester Building. These specialty pumps grind large solid particles allowing them to be pumped. They receive significant wear and have each endured in excess of 15 years of continuous service. They are no longer functioning and repair is not advised.



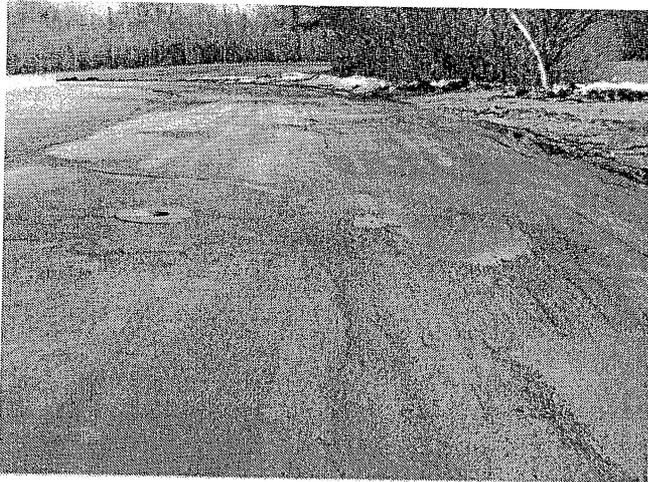
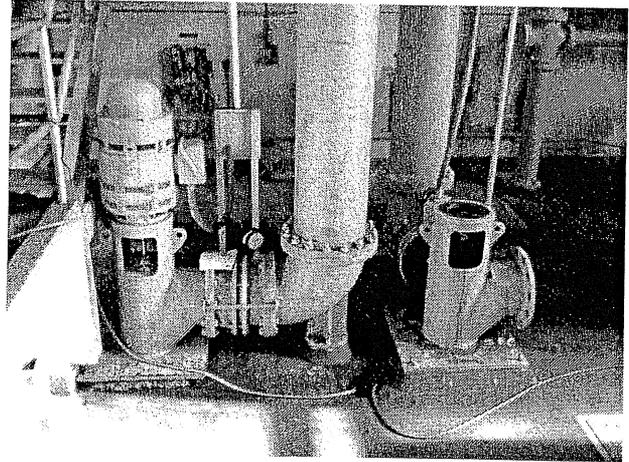
Mechanical Seal (RSLP): \$6,500

Mechanical seals replace the conventional packing system originally installed in the raw sewage lift pumps. Two were replaced in CY 2010, and one in 2011. This is the fourth of five programmed for replacement. These are superior to the more conventional packing.



Trickling Filter (TF) Recirculation and Lift Pump Replacement: \$26,000

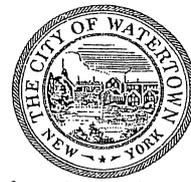
There are four Recirculation Pumps and four Lift Pumps at the facility. These were installed in 1981. One Lift Pump has been rebuilt in a previous fiscal year. These two pumps need rebuilding now. The remaining units will be rebuilt in subsequent years. This is to appropriately stagger the rebuilding requirements.



Rebuild Concrete Dump Stations: \$14,630

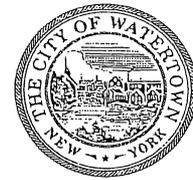
Two stations exist to enable the delivery of tanker hauled sludge, septage, and leachate. Weather and heavy usage renders them unsightly and seriously diminishes their serviceability. They each require a rebuild to reestablish the tanker aprons and drainage pads.

Fiscal Year: 2012-13
Department: General and Debt Service
Account Code: Sewer Fund
Function: General Government Support and Debt Service



General	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
G1990 Contingent	\$ -	\$ -	\$ 15,952	\$ 22,090
G9040 Workers' Compensation	3,741	5,550	4,000	5,500
G9060 Health Insurance Premium	127,432	126,750	136,740	159,642
G9061 Other Post Employment Benefits (OPEB)	131,665	122,497	-	-
G9065 Health Insurance Part B.	7,507	9,477	11,843	13,187
G9070 Compensated Absences	982	(8,366)	1,000	1,000
G9089 Employee Benefits - Other	335	673	1,000	1,000
G9501 General Liability Reserve	7,500	7,500	15,000	15,000
G9945 Capital Reserve Transfer	-	-	250,000	-
G9950 Transfer to Capital	<u>298,936</u>	<u>870,002</u>	<u>465,000</u>	<u>830,000</u>
Total Budget	\$ 578,098	\$ 1,134,083	\$ 900,535	\$ 1,047,419
Debt Service Serial Bonds	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
G9710.6 Principal	502,681	522,777	492,301	451,294
G9710.7 Interest	178,709	167,634	152,710	134,809
G9780.6 Principal	1,958	1,991	2,100	-
G9780.7 Interest	<u>68</u>	<u>19</u>	<u>100</u>	<u>-</u>
Total Budget	\$ 683,416	\$ 692,421	\$ 647,211	\$ 586,103

Fiscal Year: 2012-13
 Department: Debt Service
 Account Code: Sewer Fund
 Function: Debt Service Detail

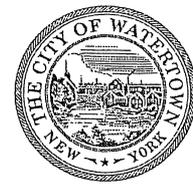


SERIAL BONDS

DATE OF ISSUE	RATE	DATE OF MATURITY	2012-13 PRINCIPAL	2012-13 INTEREST	2012-13 TOTAL	OUTSTANDING BALANCE
12/1/1983	9.60%	12/1/2017	30,000	14,400	44,400	135,000
1/15/2005	2.75 - 4.25%	1/15/2024	60,551	15,592	76,143	326,323
11/15/2005	4.00 - 4.375%	11/15/2020	107,000	34,328	141,328	770,000
2/15/2008	3.25 - 4.00%	2/15/2023	105,000	38,209	143,209	961,000
2/11/2009	2.50 - 3.25%	9/15/2018	76,500	16,389	92,889	513,000
6/15/2010	3.125 - 4.00%	12/15/2024	44,000	12,113	56,113	354,000
4/15/2011 B	2.00 - 3.75%	5/15/2020	<u>28,243</u>	<u>3,778</u>	<u>32,021</u>	<u>122,901</u>
TOTAL			\$ 451,294	\$ 134,809	\$ 586,103	\$ 3,182,224

LIBRARY
FUND

Fiscal Year: 2012-13
 Department: Library Fund
 Account Code: Summary
 Function: Library Fund Summary



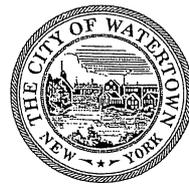
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
L2082 Library Fines	16,672	17,000	17,000	18,000
L2760 Library Grant	51,540	49,924	51,484	51,484
L2770 Unclassified Revenues	0	0	0	0
L 3840 Library Grant	0	0	0	0
L5031 General Fund Transfer	<u>984,210</u>	<u>1,066,499</u>	<u>1,276,677</u>	<u>1,350,402</u>
Sub-Total	1,052,422	1,133,423	1,345,161	1,419,886
Actual Fund Balance	<u>63,037</u>	<u>61,682</u>		
Appropriated Fund Balance			<u>150,000</u>	<u>100,000</u>
Total Revenues	\$1,115,459	\$1,195,105	\$1,495,161	\$1,519,886
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
Public Library	823,845	814,720	913,085	982,285
Contingent	0	0	3,623	3,107
Workers' Compensation	1,669	2,436	1,800	2,500
Health Insurance Retirees	118,991	111,718	108,528	108,074
Medicare Part B Retirees	17,352	17,159	17,352	16,783
Employee Benefits Other	139	649	250	250
Compensated Absences	167	339	250	250
Transfer to Capital	1,065	0	360,000	350,000
Debt	<u>90,549</u>	<u>89,563</u>	<u>90,273</u>	<u>56,637</u>
Total Expenditures	\$1,053,777	\$1,036,584	\$1,495,161	\$1,519,886

Fiscal Year: 2012-13
 Department: Library Fund
 Account Code: Revenues
 Function: Revenue Summary



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
L2082 Library Fines	16,672	17,000	17,000	18,000
L2760 Library Grant	51,540	49,924	51,484	51,484
L2770 Unclassified Revenues	0	0	0	0
L 3840 Library Grant	0	0	0	0
L5031 General Fund Transfer	<u>984,210</u>	<u>1,066,499</u>	<u>1,276,677</u>	<u>1,350,402</u>
Sub-Total	1,052,422	1,133,423	1,345,161	1,419,886
Actual Fund Balance	<u>63,037</u>	<u>61,682</u>		
Appropriated Fund Balance			<u>150,000</u>	<u>100,000</u>
Total Revenues	\$1,115,459	\$1,195,105	\$1,495,161	\$1,519,886

Fiscal Year: 2012-13
Department: Library Fund
Account Code: Revenues
Function: Revenue Descriptions



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

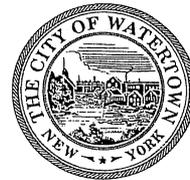
L2760 - Library System Grant- Funds received from the North Country Library System.

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: 2012-13
Department: Library
Account Code: L7410
Function: Culture and Recreation



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

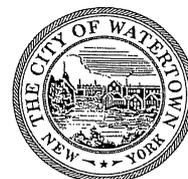
2011-12 Accomplishments:

- ✓ Reorganized the adult fiction, blending all categories (Science Fiction and Westerns) into one collection. Mystery will be moved in the summer of 2012.
- ✓ Worked with Planning Office Staff on grant application to rehabilitate the Library exterior.
- ✓ Created a collection development plan for the Reference collection, evaluating print versus electronic resources.
- ✓ Increased the number of library programs and attendance for adults by introducing a variety of themed events several times a year.
- ✓ Completed scanning pictures for the Watertown Yearbook project which was archived in a searchable online database.

2012-13 Goals and Objectives:

- Create and distribute a monthly newsletter outlining library events and news.
- Redesign the Library website using a free, open source content management platform enabling the library website to have more flexibility and increased visual presentation.
- Investigate grant possibilities to preserve and restore artwork and artifacts.
- Continue working with City Planning Staff to develop a plan to address building exterior deterioration.

Fiscal Year: 2012-13
 Department: Library
 Account Code: L7410
 Function: Culture and Recreation



Budget Summary	2009-10 Actual	2010-11 Actual	2011-12 Budget	2012-13 Budget
Personnel Services				
110 Salaries	213,869	142,710	125,315	126,569
120 Clerical	191,766	194,454	324,207	337,201
130 Wages	50,148	109,459	53,674	54,736
140 Temporary	14,831	21,470	15,080	15,080
150 Overtime	1,071	2,637	2,300	2,300
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	3,492	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personnel	475,177	473,530	523,376	538,686
Equipment				
210 Furniture and Furnishings	8,133	-	-	-
220 Office Equipment	-	-	-	-
230 Motor Vehicle	-	-	-	-
240 Highway and Street	-	-	-	-
250 Other	-	-	-	-
Total Equipment	8,133	-	-	-
Operating Expenses				
410 Utilities	72,408	77,026	80,110	82,830
420 Insurance	12,064	10,074	11,163	12,749
430 Contracted Services	15,633	19,489	17,740	42,950
440 Fees Non Employees	105	186	-	250
450 Miscellaneous	6,071	5,589	8,300	9,000
455 Dept. Vehicle Expense	-	-	-	-
460 Materials and Supplies	14,697	12,896	11,500	11,500
465 Equipment < \$5,000	65,808	50,941	46,000	51,000
Total Operating Expenses	186,786	176,201	174,813	210,279
Fringe Benefits				
810 New York State Retirement	35,599	55,552	84,018	103,426
820 Police/Fire Retirement	-	-	-	-
830 Social Security Expense	35,228	35,102	40,038	41,209
840 Workers' Compensation	-	111	-	-
850 Health Insurance	82,922	74,224	90,840	88,685
Total Fringe Benefits	153,749	164,989	214,896	233,320
Department Total	823,845	814,720	913,085	982,285

Library

City of Watertown

L7410

		2012-13 Budget	
Personnel Services			
110	Salaries		
	Library Director	73,795	
	Librarian III	52,774	126,569
120	Clerical		
	Librarian II	51,928	
	Librarian I (2)	84,304	
	Secretary	36,565	
	Senior Library Clerk	35,024	
	Library Clerk (4)	129,380	\$337,201
130	Wages		
	Custodial and Maintenance Supervisor	22,566	
	Laborer (2) (1/2)	32,170	\$54,736
140	Temporary		\$15,080
150	Overtime		\$2,300
175	Health Insurance Buyout		<u>\$2,800</u>
	Total Personnel Services		\$538,686

Operating Expenses

410	Utilities		
	Water and Sewer	1,950	
	Electric	73,160	
	Telephone	2,500	
	Gas	5,220	\$82,830
420	Insurance		\$12,749
430	Contracted Services		
	Telephone/elevator/fire alarm system	2,300	
	Security Camera Service Calls	575	
	Monthly mop rental	460	
	Library Metricks Comp.Reser. System	609	
	Joint Automation Board Fee (NCLS)	8,256	
	Overdrive fee (ebooks and audiobooks)	1,382	
	Postage Meter Fee	1,065	
	NNY Library Network Fee	55	
	TekCollect (Collection Fees)	75	
	Parking Lot Steps	25,000	
	Fire Extinguisher Inspection	173	
	Heat Pump and Other Maintenance	3,000	\$42,950

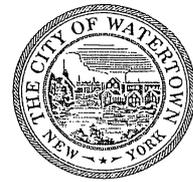
440	Flu Shots		\$250
450	Miscellaneous		
	Postage	2,175	
	Programming/Promotional	3,000	
	Travel & Training	2,025	
	Miscellaneous Expenses	1,800	\$9,000
460	Materials and Supplies		
	Library Supplies	3,500	
	Office Supplies	3,000	
	Maintenance Supplies	5,000	\$11,500
465	Equipment < \$5,000		
	Computer Replacements	13,000	
	Drinking Fountain Replacement	1,000	
	Books	37,000	<u>\$51,000</u>
	Total Operating Expenses		\$210,279

Fringe Benefits

810	New York State Retirement		\$103,426
830	Social Security Expense		\$41,209
850	Health Insurance		<u>\$88,685</u>
	Total Fringe Benefits		\$233,320

TOTAL BUDGET \$982,285

Fiscal Year: 2012-13
Department: Library Fund General Accounts
Account Code: Library Fund
Function: General Government Support and Debt Service

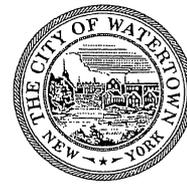


	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
L1990 Contingent	\$0	\$0	\$3,623	\$3,107
L9040 Workers' Compensation	1,669	2,436	1,800	2,500
L9050 Unemployment Insurance	0	0	0	0
L9060 Health Insurance - Retirees	118,991	111,718	108,528	108,074
L9065 Health Medicare Part B	17,352	17,159	17,352	16,783
L9070 Compensated Absences	139	649	250	250
L9089 Employee Benefits Other	167	339	250	250
L9950 Transfer to Capital	<u>1,065</u>	<u>0</u>	<u>360,000</u>	<u>350,000</u>
General Expenses Total	139,383	132,301	491,803	480,964

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Debt Expenses				
L9710.6 Serial Bond Principal	\$ 51,084	\$ 53,075	\$ 57,330	\$ 43,000
L9710.7 Serial Bond Interest	20,528	17,706	15,643	13,637
L9780.6 Loan Principal	18,304	18,608	17,200	0
L9780.7 Loan Interest	<u>633</u>	<u>174</u>	<u>100</u>	<u>0</u>
Debt Expenses Total	90,549	89,563	90,273	56,637

TOURISM FUND

Fiscal Year: 2012-13
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.

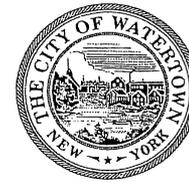
2011-12 Accomplishments:

- ✓ Worked 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.
- ✓ In conjunction with the Town of Watertown and the Thousand Islands Regional Tourism Council conducted second promotion in the Canadian market during the fall of 2011.
- ✓ Worked with local organizations that hold community wide events that promote the City of Watertown as a destination.
- ✓ Working with the Thompson Park Conservancy on the reconstruction of the Aviary as a Learning Center.

2012-13 Goals and Objectives:

- Continue to 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 a promotion in the Canadian market during the fall of 2012. Also work with the Watertown area lodging businesses on an expanded program for the coming year.
- Continue to work with local organizations that hold community wide events that promote the City of Watertown as a destination.
- Complete construction of Learning Center at Thompson Park.

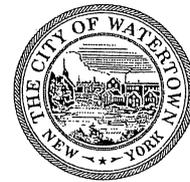
Fiscal Year: 2012-13
 Department: Tourism
 Account Code: CT
 Function: Economic Development



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
CT 1113 Occupancy Tax	\$ 200,250	\$ 208,453	\$ 228,000	\$ 211,000
CT2401 Interest and Earnings	1,147	968	100	375
CT2705 Gifts and Donations	795	-	-	-
Sub-Total	202,192	209,421	228,100	211,375
Actual Fund Balance	<u>233,987</u>	<u>159,840</u>		
Appropriated Fund Balance			<u>8,900</u>	<u>-</u>
Total Revenues	\$ 436,179	\$ 369,261	\$ 237,000	\$ 211,375
<hr/>				
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
CT6410 Publicity	\$ 44,589	\$ 40,371	\$ 50,000	\$ 50,000
CT9510 Transfer to General Fund	231,750	255,825	187,000	161,375
CT9950 Transfer to Capital Fund	<u>-</u>	<u>42,775</u>	<u>-</u>	<u>-</u>
Total Expenditures	\$ 276,339	\$ 338,971	\$ 237,000	\$ 211,375

RESERVE
FUNDS

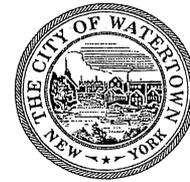
Fiscal Year: 2012-13
Department: Mandatory Reserve Fund
Account Code: CM
Function: Debt Service Reserve Fund



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 \$39,978. 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.

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
CM2401 Interest and Earning	\$ 7,677	\$ 5,811	\$ 3,908	\$ 2,475
Sub-Total	7,677	5,811	3,908	2,475
Actual Fund Balance	<u>175,657</u>	<u>132,951</u>		
Appropriated Fund Balance			31,552	23,074
Total Revenues	\$ 183,334	\$ 138,762	\$ 35,460	\$ 25,549
<hr/>				
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
CM9710.6 Serial Bond Principal	\$ 42,224	\$ 43,224	\$ 31,224	\$ 22,808
CM9710.7 Serial Bond Interest	8,159	6,225	4,236	2,741
Total Expenditures	\$ 50,383	\$ 49,449	\$ 35,460	\$ 25,549

Fiscal Year: 2012-13
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, 2011 the balance in the fund was \$315,784.

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2011-12 BUDGET
Revenues				
CR2401 Interest and Earnings	\$ 1,958	\$ 1,432	\$ 1,580	\$ 790
CR5031 Interfund Transfers	-	-	-	-
Sub-Total	1,958	1,432	1,580	790
Actual Fund Balance	<u>312,394</u>	<u>314,352</u>		
Appropriated Fund Balance			-	-
Total Revenues	\$ 314,352	\$ 315,784	\$ 1,580	\$ 790

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

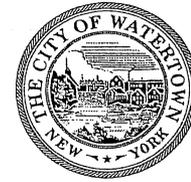
Fiscal Year: 2012-13
 Department: Risk Retention Fund
 Account Code: CS
 Function: Reserve Fund



Description: The City is self insured for general liability claims and in accordance with New York State guidelines the City has established this reserve fund to pay claims and judgments for the City's general liability. The City has been self insured for general liability since 1985, and has paid only two large claims in the past twenty five years. At June 30, 2011 the fund balance was \$149,272.

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
CS2401 Interest and Earnings	4,462	1,711	645	325
CS5031 Interfund Transfers	40,000	40,000	105,000	105,000
Sub-Total	<u>44,462</u>	<u>41,711</u>	<u>105,645</u>	<u>105,325</u>
Actual Fund Balance	696,249	127,299		
Appropriated Fund Balance			<u>0</u>	<u>0</u>
Total Revenues	<u>740,711</u>	<u>169,010</u>	<u>105,645</u>	<u>105,325</u>
<hr/>				
	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
CS1740 Administration	\$8,208	\$19,558	\$15,000	\$20,000
CS 1930 Judgments & Claims	<u>605,204</u>	<u>180</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures	<u>613,412</u>	<u>19,738</u>	<u>20,000</u>	<u>25,000</u>

Fiscal Year: 2012-13
 Department: Debt Service Fund
 Account Code: V
 Function: Debt Service



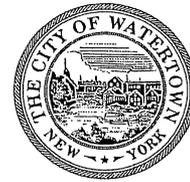
Description: The Debt Service Fund is used to record premiums received from the issuance of bond anticipation notes and serial bonds for capital projects. The revenue credited to this fund is then transferred to the fund ultimately responsible for paying the debt borrowed to finance the capital project.

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
V2401 Interest and Earning	\$ 111	\$ 950	\$ 325	\$ 100
V2710 Premium and Accrued Interest on Obligations	-	72,668	-	25,000
V5031 Interfund Transfers	240,973	9,125	-	-
V5791 Proceeds of Advance Refunding	-	7,130,911	-	-
Sub-Total	241,084	7,213,654	325	25,100
Appropriated Fund Balance	15,271	241,053	101,775	-
Total Revenues	\$ 256,355	\$ 7,454,707	\$ 102,100	\$ 25,100

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
V9510 Transfer to General Fund	\$ 15,302	\$ 164,097	\$ 102,100	\$ 25,100
V9991 Payment to Escrow Agent and Professionals	-	7,148,982	-	-
Total Expenditures	\$ 15,302	\$ 7,313,079	\$ 102,100	\$ 25,100

SELF-
FUNDED
HEALTH
INSURANCE
FUND

Fiscal Year: 2012-13
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, 2011 the fund balance was \$1,799,482.

2011-12 Accomplishments:

- ✓ Monitored actions at federal level regarding the Federal Health Care Reform Act and its constitutionality.
- ✓ Worked with ProAct to find ways to reduce costs and did direct outreach to our employees regarding benefits of mail order prescription plan and offered discounts to change from brand name drugs to generic.
- ✓ Negotiated changes in health insurance benefits with both Police and Fire Unions that will help to control costs associated with health plan.

2012-13 Goals and Objectives:

- Continue to monitor 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. With Unions 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: 2012-13
 Department: Self Funded Health Insurance
 Account Code: MS
 Function: Employee Fringe Benefits



	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Revenues				
MS1270 Shared Service Charges	\$6,922,796	\$6,501,539	\$6,319,090	\$6,849,143
MS2401 Interest Revenue	10,878	10,182	10,000	5,000
MS 2680 Insurance Recovery	471,529	410,727	224,000	250,000
MS 2700 Medicare Part D Reimb.	191,504	184,871	140,000	160,000
MS 2701 Refund of Prior Year Expend.	-	1,095	-	-
MS2708 Active Employee Contribution	452,646	430,393		477,391
MS2709 Retired Employee Contribution	123,194	128,146	554,821	124,983
MS2771 Prescription Reimbursement	153,585	99,766	140,000	85,000
MS4389 Federal Early Retiree Program	-	300,951	-	-
Sub-Total	8,326,132	8,067,670	7,387,911	7,951,517
Beginning Fund Balance	1,122,192	1,916,539		
Appropriated Fund Balance ERRP			76,028	
Appropriated Fund Balance			<u>600,000</u>	<u>310,000</u>
Total Revenues	\$9,448,324	\$9,984,209	\$8,063,939	\$8,261,517

	2009-10 ACTUAL	2010-11 ACTUAL	2011-12 BUDGET	2012-13 BUDGET
Expenditures				
MS1710 Administration	572,568	612,541	666,672	667,679
MS 9060.0800.002 Medical Claims	4,614,445	5,156,764	4,768,986	4,881,231
MS 9060.0800.003 Prescription	<u>2,344,772</u>	<u>2,415,422</u>	<u>2,628,281</u>	<u>2,712,607</u>
Total Expenditures	\$7,531,785	\$8,184,727	\$8,063,939	\$8,261,517

Self Funded Health Insurance

City of Watertown

MS1710

Personnel Services	2012-13 Budget
110 Salaries	
Fringe Benefits Manager	
Total Personnel Services	<u>\$17,935</u>
	\$17,935

Operating Expenses

420 Insurance	
Stop Loss Insurance	
430 Contracted Services	\$455,255
POMCO and ProAct Admin Fees	
440 Fees, Non Employee	\$181,425
Attestation	
460 Materials and Supplies	\$1,000
Supplies	
Total Operating Expenses	<u>\$750</u>
	\$638,430

Fringe Benefits

810 New York State Retirement	\$3,460
830 Social Security Expense	\$1,375
850 Health Insurance	<u>\$6,479</u>
Total Fringe Benefits	\$11,314

TOTAL BUDGET	\$667,679
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CAPITAL
PROJECT
FUND

COMPUTATION OF DEBT LIMIT
As of June 30, 2012

Five Year Average Full Valuation of Taxable Real Property	\$ 1,033,006,110
Debt Limit - 7% thereof	\$ 72,310,428

Inclusions:

Outstanding Bonds	\$ 24,200,000
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Exclusions:

Self-liquidating Debt	\$ 5,628,580	
Water Debt	3,474,520	
Sewer Debt	3,633,518	
Cash on Hand in Mandatory Reserve	56,558	
Refunded Bonds	-	
Appropriations	-	
		\$ 12,793,176

Total Net Indebtedness	\$ 11,406,824
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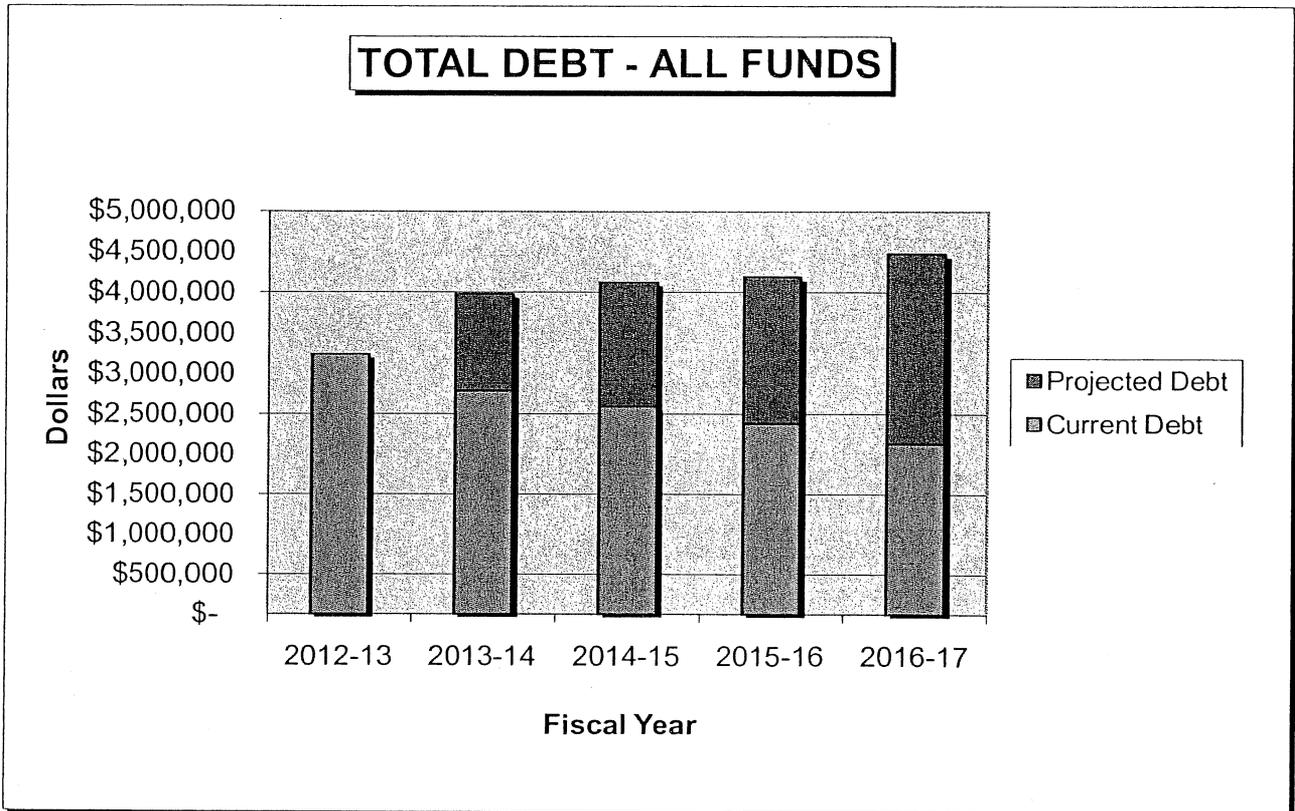
Net Debt Contracting Margin	\$ 60,903,604
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The percent of debt contracting power exhausted is	15.77%
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DEBT

ALL FUNDS

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Current Debt **	\$ 3,235,156	\$ 2,784,374	\$ 2,590,548	\$ 2,375,656	\$ 2,128,111
Projected New Debt	\$ -	\$ 1,196,649	\$ 1,532,331	\$ 1,815,237	\$ 2,349,626
TOTAL	<u>\$ 3,235,156</u>	<u>\$ 3,981,023</u>	<u>\$ 4,122,879</u>	<u>\$ 4,190,893</u>	<u>\$ 4,477,738</u>



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

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Hydro-electric debt	\$ 645,333	\$ 644,247	\$ 640,633	\$ 604,823	\$ 594,440
Water Treatment Plant debt applicable to DANC	\$ 45,617	\$ 86,182	\$ 92,255	\$ 89,425	\$ 88,712
Wastewater Treatment Plant debt applicable to DANC	\$ 34,037	\$ 160,188	\$ 152,977	\$ 149,261	\$ 139,093

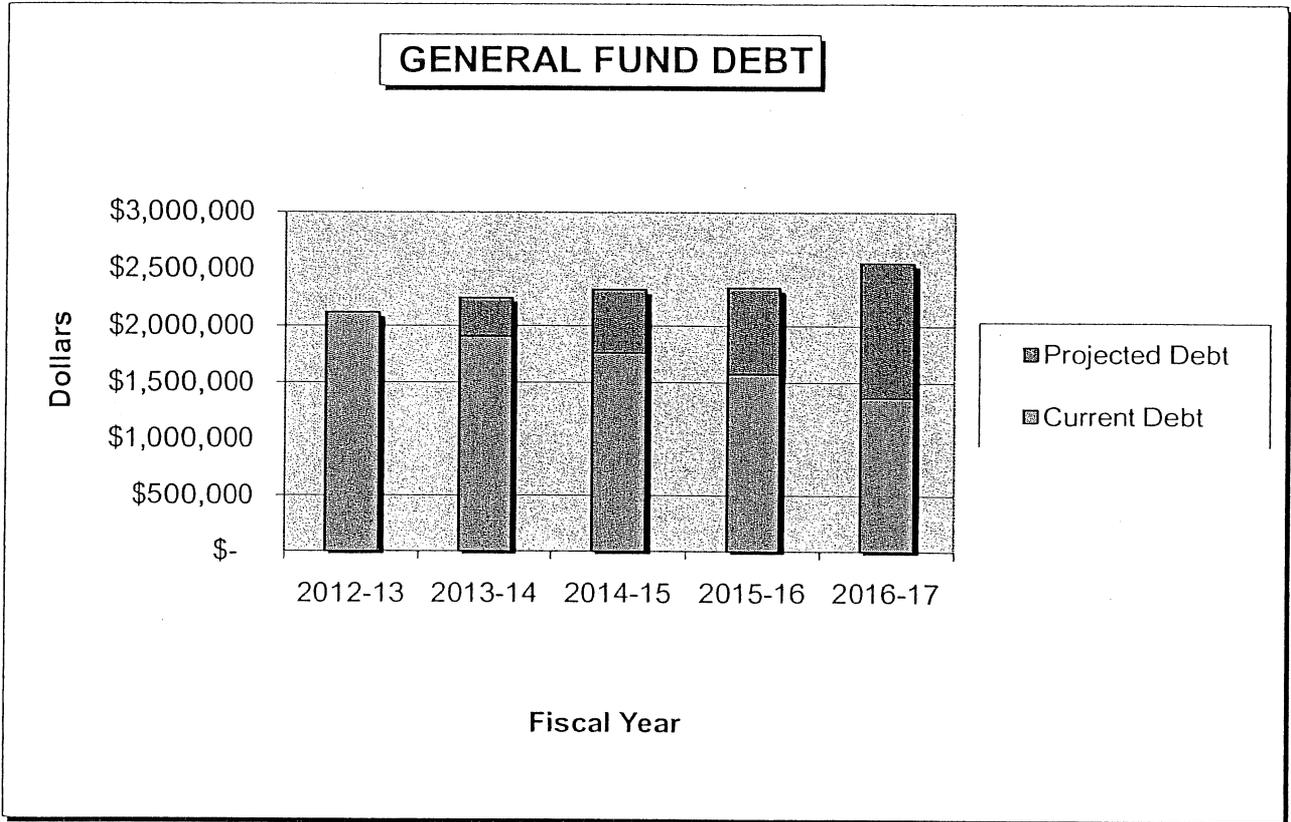
CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2012/13 - 2016/17

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
GENERAL FUND					
FACILITY IMPROVEMENTS	\$ 510,000	\$ 335,000	\$ 360,000	\$ 2,113,000	\$ 1,750,000
VEHICLES AND EQUIPMENT	310,000	995,500	3,061,000	1,013,500	2,358,000
BRIDGE CONSTRUCTION	160,000	-	-	400,000	-
SIDEWALK CONSTRUCTION	839,000	408,000	300,000	293,000	288,000
STORM SEWER/DRAINAGE	1,118,000	418,000	243,000	455,000	972,530
STREET CONSTRUCTION	<u>4,263,500</u>	<u>1,968,000</u>	<u>1,355,000</u>	<u>1,290,000</u>	<u>1,334,000</u>
TOTAL GENERAL FUND	<u>\$ 7,200,500</u>	<u>\$ 4,124,500</u>	<u>\$ 5,319,000</u>	<u>\$ 5,564,500</u>	<u>\$ 6,702,530</u>
WATER FUND					
FACILITY IMPROVEMENTS	\$ 700,000	\$ 230,000	\$ 300,000	\$ -	\$ -
WATER MAIN REPLACEMENT	2,468,000	622,000	373,660	695,000	292,000
VEHICLES AND EQUIPMENT	<u>-</u>	<u>65,000</u>	<u>45,000</u>	<u>100,000</u>	<u>165,000</u>
TOTAL WATER FUND	<u>\$ 3,168,000</u>	<u>\$ 917,000</u>	<u>\$ 718,660</u>	<u>\$ 795,000</u>	<u>\$ 457,000</u>
SEWER FUND					
SANITARY SEWER	\$ 2,025,000	\$ 447,000	\$ 260,000	\$ 471,000	\$ 921,530
VEHICLES AND EQUIPMENT	-	120,000	25,000	35,000	-
WASTEWATER PLANT	<u>2,700,000</u>	<u>100,000</u>	<u>-</u>	<u>70,000</u>	<u>100,000</u>
TOTAL SEWER FUND	<u>\$ 4,725,000</u>	<u>\$ 667,000</u>	<u>\$ 285,000</u>	<u>\$ 576,000</u>	<u>\$ 1,021,530</u>
LIBRARY FUND					
FACILITY IMPROVEMENTS	\$ 300,000	\$ 24,000	\$ -	\$ 49,000	\$ 48,000
VEHICLES AND EQUIPMENT	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL LIBRARY FUND	<u>\$ 300,000</u>	<u>\$ 24,000</u>	<u>\$ -</u>	<u>\$ 49,000</u>	<u>\$ 48,000</u>
TOTAL CAPITAL FUND	<u>\$ 15,393,500</u>	<u>\$ 5,732,500</u>	<u>\$ 6,322,660</u>	<u>\$ 6,984,500</u>	<u>\$ 8,229,060</u>

DEBT

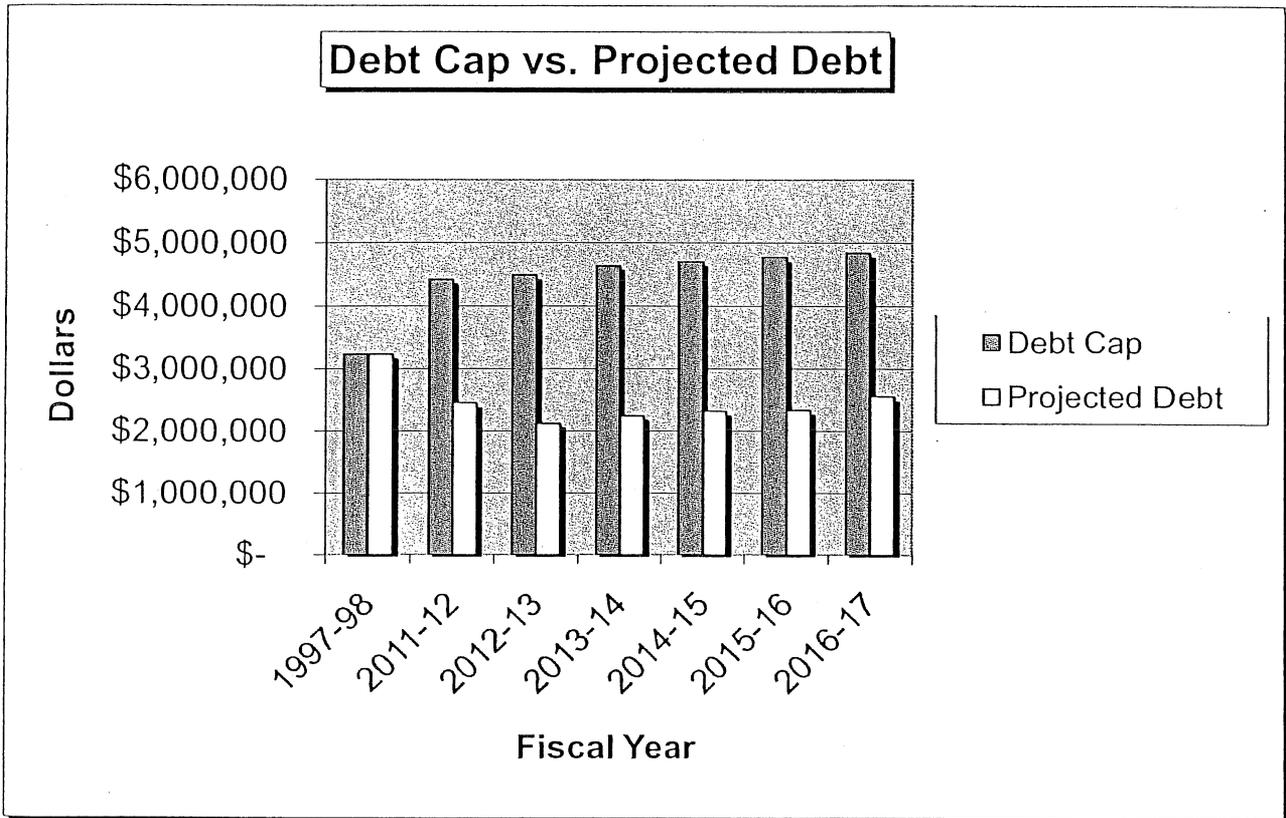
GENERAL FUND

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Current Debt	\$ 2,117,594	\$ 1,906,871	\$ 1,759,924	\$ 1,574,309	\$ 1,366,309
Projected New Debt	\$ -	\$ 336,038	\$ 559,154	\$ 761,711	\$ 1,189,949
TOTAL	\$ 2,117,594	\$ 2,242,909	\$ 2,319,078	\$ 2,336,020	\$ 2,556,258



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
2011-12	actual	\$ 4,418,553	\$ 2,452,510
2012-13	actual	\$ 4,491,029	\$ 2,117,594
2013-14	projected	\$ 4,632,790	\$ 2,242,909
2014-15	projected	\$ 4,701,371	\$ 2,319,078
2015-16	projected	\$ 4,770,968	\$ 2,336,020
2016-17	projected	\$ 4,841,594	\$ 2,556,258



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>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Hydro-electric debt	\$ 645,333	\$ 644,247	\$ 640,633	\$ 604,823	\$ 594,440

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
GENERAL FUND:					
FACILITY IMPROVEMENTS:					
Arena	\$ 100,000	\$ 185,000	\$ 180,000	\$ 220,000	\$ -
Downtown	-	-	-	-	-
DPW Facilities	-	-	-	-	800,000
DPW Snow Removal	90,000	-	-	-	-
Fairgrounds	-	100,000	-	-	100,000
Hydro-electric Facility	-	-	-	240,000	-
Municipal Buildings	-	-	-	1,603,000	-
Pools	120,000	-	30,000	-	325,000
Police	-	-	-	-	75,000
Property Remediations	-	-	-	-	-
Thompson Park	200,000	50,000	150,000	50,000	450,000
TOTAL FACILITY IMPROVEMENTS	\$ 510,000	\$ 335,000	\$ 360,000	\$ 2,113,000	\$ 1,750,000
VEHICLES AND EQUIPMENT:					
Information Technology	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 330,000
Arena	-	32,000	-	35,000	-
Bus	-	-	1,800,000	-	-
Code Enforcement	-	-	25,000	25,000	-
DPW Administration	-	-	25,000	30,000	-
DPW Municipal Maintenance	-	140,000	-	35,000	-
DPW Maintenance of Roads	175,000	133,000	172,000	200,000	-
DPW Snow Removal	-	27,000	63,000	365,000	175,000
Engineering	-	-	-	-	33,000
Central Garage	-	-	70,000	-	-
Police	-	228,500	132,000	103,500	105,000
Electric	-	-	35,000	-	-
Refuse & Recycle	-	165,000	25,000	-	160,000
Recreation	-	-	32,000	-	-
Thompson Park	-	70,000	32,000	-	-
Storm Sewers	135,000	85,000	25,000	-	150,000
Fire	-	85,000	595,000	190,000	1,405,000
TOTAL VEHICLES & EQUIPMENT	\$ 310,000	\$ 995,500	\$ 3,061,000	\$ 1,013,500	\$ 2,358,000
BRIDGE CONSTRUCTION:					
Cayuga Avenue	\$ 160,000	\$ -	\$ -	\$ 400,000	\$ -
TOTAL BRIDGE CONSTRUCTION	\$ 160,000	\$ -	\$ -	\$ 400,000	\$ -

**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2012/13 - 2016/17**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
SIDEWALK CONSTRUCTION:					
Citywide Sidewalk Construction	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Factory Street	689,000	-	-	-	-
Flower Avenue East	-	258,000	-	-	-
Harrison Street	-	-	150,000	-	-
Newell Street	-	-	-	143,000	-
N.Michigan / Bronson Street	-	-	-	-	138,000
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TOTAL SIDEWALK CONSTRUCTION	\$ 839,000	\$ 408,000	\$ 300,000	\$ 293,000	\$ 288,000
STORM SEWER/DRAINAGE:					
Factory Street	1,118,000	-	-	-	-
Flower Avenue East	-	418,000	-	-	-
Harrison Street	-	-	243,000	-	-
Newell Street	-	-	-	230,000	-
Cooper Street Outfall	-	-	-	225,000	-
Engine Street CSO abatement Phase I	-	-	-	-	847,530
N.Michigan / Bronson Street	-	-	-	-	125,000
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TOTAL STORM SEWER	\$ 1,118,000	\$ 418,000	\$ 243,000	\$ 455,000	\$ 972,530
STREET CONSTRUCTION:					
CHIPS	\$ 533,500	\$ 460,000	\$ 460,000	\$ 460,000	\$ 460,000
Factory Street	3,730,000	-	-	-	-
Flower Avenue East	-	1,508,000	-	-	-
Harrison Street	-	-	895,000	-	-
Newell Street	-	-	-	830,000	-
N.Michigan / Bronson Street	-	-	-	-	874,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL STREET CONSTRUCTION	\$ 4,263,500	\$ 1,968,000	\$ 1,355,000	\$ 1,290,000	\$ 1,334,000
TOTAL GENERAL FUND	\$ 7,200,500	\$ 4,124,500	\$ 5,319,000	\$ 5,564,500	\$ 6,702,530

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

GENERAL FUND	FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
Arena	Rear Parking Lot and Drainage	O	\$ 100,000	Locker Room renovations	R	\$ 185,000	Bleacher replacement	R	\$ 180,000	Toilet and Zamboni Room additions	R	\$ 170,000			
										Entrance vestibule	R	\$ 50,000			
Downtown															
DPW Newell Street Facilities													Administration building freight elevator	D	\$ 800,000
DPW Snow Removal	Snow Dump Platform Rehabilitation	O	\$ 90,000												
Fairgrounds				Grandstand driveway and parking (phase I)	R	\$ 100,000							Grandstand driveway and parking (phase II)	R	\$ 100,000
Hydro-electric Facility										Turbine controls	R	\$ 240,000			
Municipal Building										HVAC and building envelope upgrades	D	\$ 1,055,000			
										Sally Port	D	\$ 548,000			
Parking Lots															
Police													Range lead abatement	R	\$ 75,000
Pools	Flynn Pool Renovation	O	\$ 120,000				Flynn Pool Heating System	R	\$ 30,000				Thompson Park Spray Pool	D	\$ 325,000
Property Remediations															
Recreation															
Thompson Park	Pavilion and Restroom Roof replacement	O	\$ 200,000	Stone work rehabilitation	R	\$ 50,000	Pinnacle Wood Walk Wall Rehabilitation	R	\$ 150,000	Stone work rehabilitation	R	\$ 50,000	Playground cushion replacement	D	\$ 150,000
													Playground replacement	D	\$ 200,000
													Stone work rehabilitation	R	\$ 100,000
TOTAL FACILITY IMPROVEMENTS			\$ 510,000			\$ 335,000			\$ 360,000			\$ 2,113,000			\$ 1,750,000
	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ 1,603,000	Debt	D	\$ 1,475,000
	Operating fund transfer	O	510,000	Operating fund transfer	O	-	Operating fund transfer	O	-	Operating fund transfer	O	-	Operating fund transfer	O	-
	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	-	Reserve fund (AIM funding)	R	335,000	Reserve fund (AIM funding)	R	360,000	Reserve fund (AIM funding)	R	510,000	Reserve fund (AIM funding)	R	275,000
			<u>\$ 510,000</u>			<u>\$ 335,000</u>			<u>\$ 360,000</u>			<u>\$ 2,113,000</u>			<u>\$ 1,750,000</u>

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

GENERAL FUND	FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
Information Technology				Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000	Hardware / software	O	\$ 30,000
													Financial management software	D	\$ 300,000
Arena				4x4 pickup truck w/plow	O	\$ 32,000				4x4 pickup truck w/plow & lift gate	O	\$ 35,000			
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							Supervisor compact pickup truck	O	\$ 25,000	Superintendent Vehicle	O	\$ 30,000			
DPW Municipal Maintenance				Single axle dump sander w/plow and attachments	R	\$ 140,000				Six person 4x2 pickup truck with stake rack and lift gate	O	\$ 35,000			
DPW Maintenance of Roads	Mechanical sweeper	O	\$ 175,000	Single axle dump truck	R	\$ 100,000	Tandem axle dump truck	R	\$ 140,000	Tandem axle dump truck	R	\$ 140,000			
				4x2 pickup truck with service body	O	\$ 33,000	Skid steer loader	O	\$ 32,000	Semi-tractor (used)	O	\$ 60,000			
DPW Snow Removal				Jeep w/snow plow	O	\$ 27,000	Jeep w/snow plow	O	\$ 28,000	4x4 snow plow with wing	R	\$ 240,000	Tandem axle dump truck	R	\$ 140,000
							4x4 Pickup w/plow	O	\$ 35,000	Front-end loader (2.5yd3)	R	\$ 125,000	4x4 pickup w/plow	O	\$ 35,000
Engineering													4x2 Pickup truck with service body (sidewalk program)	O	\$ 33,000
Central Garage							Garage service truck w/crane	O	\$ 70,000						
Police				Marked patrol vehicles (3)	O	\$ 100,500	Marked patrol vehicles (3)	O	\$ 102,000	Marked patrol vehicles (3)	O	\$ 103,500	Marked patrol vehicles (3)	O	\$ 105,000
				Un-marked vehicles (3)	O	\$ 78,000	Un-marked vehicle	O	\$ 30,000						
				Vehicle laptop replacements	O	\$ 50,000									
Electric							Pickup truck w/service body	O	\$ 35,000						
Refuse & Recycle				Side load refuse packer	R	\$ 165,000	Supervisor compact pickup truck	O	\$ 25,000				Side-load Refuse Packer	R	\$ 160,000
Recreation							Pickup truck with utility service body	O	\$ 32,000						
Thompson Park				4x4 pickup w/plow & liftgate	O	\$ 35,000	4x4 pickup w/plow	O	\$ 32,000						
				AWD front-mounted mower with cab and snow attachments	O	\$ 35,000									
Storm Sewers	Single axle dump truck w/sander and attachments	O	\$ 135,000	4x4 Backhoe	O	\$ 85,000	Trailer mounted sewer jetter (50%)	O	\$ 25,000				Hydraulic Excavator (used)	R	\$ 150,000
Fire				Turnout gear replacements (20)	O	\$ 45,000	Turnout gear replacements (20)	O	\$ 45,000	Engine 1 Refurbishment	R	\$ 120,000	Ladder Truck 2 Replacement	D	\$ 1,335,000
				Command vehicle	O	\$ 40,000	Replace Engine 5	D	\$ 550,000	Turnout gear replacements (20)	O	\$ 45,000	Turnout gear replacements (20)	O	\$ 45,000
										Vehicle laptop replacements	O	\$ 25,000	Vehicle laptop replacements	O	\$ 25,000
TOTAL VEHICLES AND EQUIPMENT			\$ 310,000			\$ 995,500			\$ 3,061,000			\$ 1,013,500			\$ 2,358,000
	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ 550,000	Debt	D	\$ -	Debt	D	\$ 1,635,000
	Operating fund transfer	O	310,000	Operating fund transfer	O	590,500	Operating fund transfer	O	751,000	Operating fund transfer	O	388,500	Operating fund transfer	O	273,000
	Grant	G	-	Grant	G	-	Grant	G	1,620,000	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	-	Reserve fund (AIM funding)	R	405,000	Reserve fund (AIM funding)	R	140,000	Reserve fund (AIM funding)	R	625,000	Reserve fund (AIM funding)	R	450,000
			\$ 310,000			\$ 995,500			\$ 3,061,000			\$ 1,013,500			\$ 2,358,000

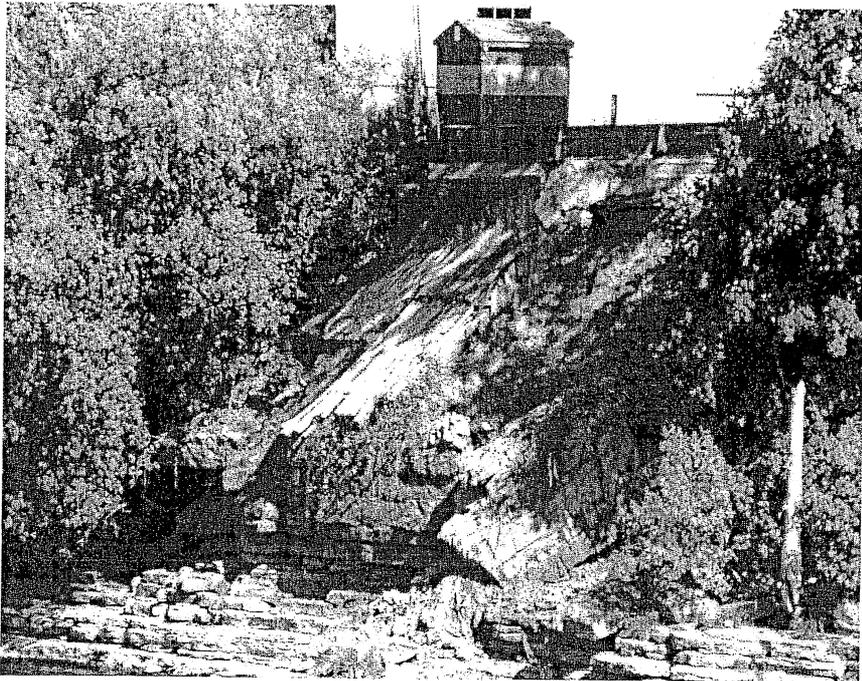
**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16**

GENERAL FUND		FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
MAINTENANCE OF BRIDGES	Court Street Bridge Joints Replacement	G	\$ 60,000							Cayuga Avenue	D	\$ 400,000				
	Arch Street Culvert	G	\$ 100,000													
TOTAL MAINTENANCE OF BRIDGES			\$ 160,000			\$ -			\$ -			\$ 400,000			\$ -	
SIDEWALK CONSTRUCTION:	Sidewalk Program	G(50%)/O(50%)	\$ 150,000	Sidewalk Program	G(50%)/O(50%)	\$ 150,000	Sidewalk Program	G(50%)/O(50%)	\$ 150,000	Sidewalk Program	G(50%)/O(50%)	\$ 150,000	Sidewalk Program	G(50%)/O(50%)	\$ 150,000	
	Factory Street	G	\$ 689,000	Flower Avenue East	D	\$ 258,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 150,000	Newell Street (Engine Street to Whitewater Way)	D	\$ 143,000	N. Michigan / Bronson St	D	\$ 138,000	
TOTAL SIDEWALK CONSTRUCTION			\$ 839,000			\$ 408,000			\$ 300,000			\$ 293,000			\$ 288,000	
STORM SEWER / DRAINAGE	Factory Street	G	\$ 1,118,000	Flower Avenue East	D	\$ 418,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 243,000	Cooper Street Outfall	D	\$ 225,000	N. Michigan / Bronson St	D	\$ 125,000	
										Newell Street (Engine Street to Whitewater Way)	D	\$ 230,000	Engine Street CSO Phase I	D	\$ 847,530	
TOTAL STORM SEWERS			\$ 1,118,000			\$ 418,000			\$ 243,000			\$ 455,000			\$ 972,530	
STREET CONSTRUCTION:	CHIPS	G	\$ 533,500	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	CHIPS	G	\$ 460,000	
	Factory Street	G	\$ 3,730,000	Flower Avenue East	D	\$ 1,508,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 895,000	Newell Street (Engine Street to Whitewater Way)	D	\$ 830,000	N. Michigan / Bronson St	D	\$ 874,000	
TOTAL STREET CONSTRUCTION			\$ 4,263,500			\$ 1,968,000			\$ 1,355,000			\$ 1,290,000			\$ 1,334,000	
Total General Fund Infrastructure	Debt	D	\$ -	Debt	D	\$ 2,184,000	Debt	D	\$ 1,288,000	Debt	D	\$ 1,828,000	Debt	D	\$ 1,984,530	
	Operating fund transfer	O	75,000	Operating fund transfer	O	75,000	Operating fund transfer	O	75,000	Operating fund transfer	O	75,000	Operating fund transfer	O	75,000	
	Grant	G	6,305,500	Grant	G	535,000	Grant	G	535,000	Grant	G	535,000	Grant	G	535,000	
	Reserve fund transfer	R	-	Reserve fund (AIM funding)	R	-	Reserve fund (AIM funding)	R	-	Reserve fund (AIM funding)	R	-	Reserve fund (AIM funding)	R	-	
			<u>\$ 6,380,500</u>			<u>\$ 2,794,000</u>			<u>\$ 1,898,000</u>			<u>\$ 2,438,000</u>			<u>\$ 2,594,530</u>	
TOTAL GENERAL FUND			\$ 7,200,500			\$ 4,124,500			\$ 5,319,000			\$ 5,564,500			\$ 6,702,530	
GENERAL FUND																
FACILITY IMPROVEMENTS			\$ 510,000			\$ 335,000			\$ 360,000			\$ 2,113,000			\$ 1,750,000	
VEHICLES AND EQUIPMENT			\$ 310,000			\$ 995,500			\$ 3,061,000			\$ 1,013,500			\$ 2,358,000	
MAINTENANCE OF BRIDGES			\$ 160,000			\$ -			\$ -			\$ 400,000			\$ -	
SIDEWALK RECONSTRUCTION			\$ 839,000			\$ 408,000			\$ 300,000			\$ 293,000			\$ 288,000	
STORM SEWER / DRAINAGE			\$ 1,118,000			\$ 418,000			\$ 243,000			\$ 455,000			\$ 972,530	
STREET CONSTRUCTION			\$ 4,263,500			\$ 1,968,000			\$ 1,355,000			\$ 1,290,000			\$ 1,334,000	
TOTAL GENERAL FUND			\$ 7,200,500			\$ 4,124,500			\$ 5,319,000			\$ 5,564,500			\$ 6,702,530	
TOTAL GENERAL FUND	Debt	D	\$ -	Debt	D	\$ 2,184,000	Debt	D	\$ 1,838,000	Debt	D	\$ 3,431,000	Debt	D	\$ 5,094,530	
	Operating fund transfer	O	895,000	Operating fund transfer	O	665,500	Operating fund transfer	O	826,000	Operating fund transfer	O	463,500	Operating fund transfer	O	348,000	
	Grant	G	6,305,500	Grant	G	535,000	Grant	G	2,155,000	Grant	G	535,000	Grant	G	535,000	
	Reserve fund transfer	R	-	Reserve fund (AIM funding)	R	740,000	Reserve fund (AIM funding)	R	500,000	Reserve fund (AIM funding)	R	1,135,000	Reserve fund (AIM funding)	R	725,000	
			<u>\$ 7,200,500</u>			<u>\$ 4,124,500</u>			<u>\$ 5,319,000</u>			<u>\$ 5,564,500</u>			<u>\$ 6,702,530</u>	

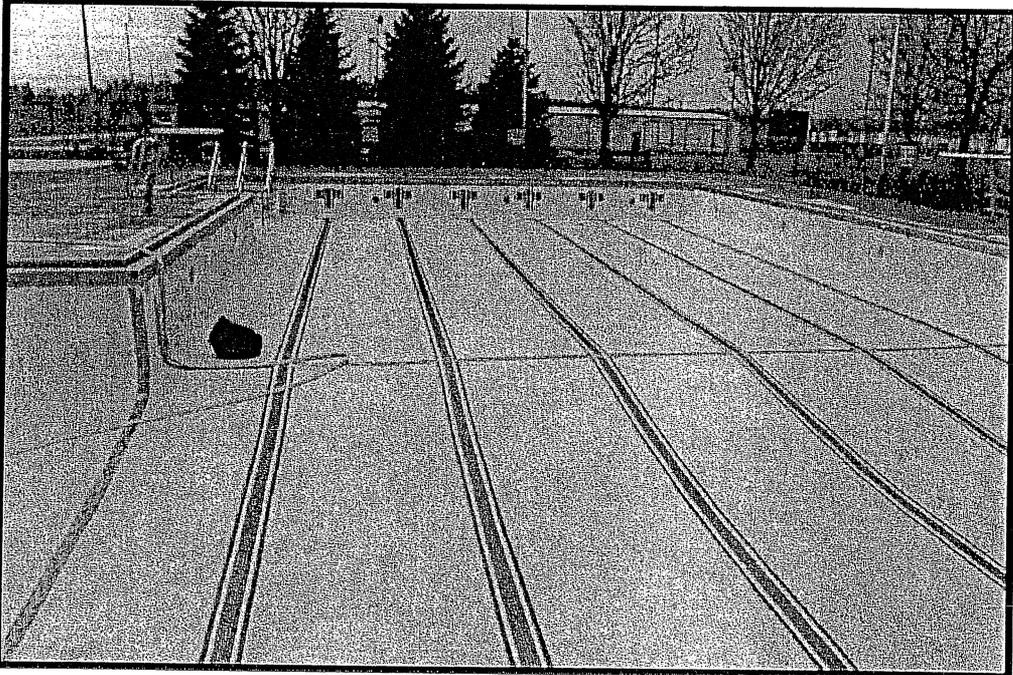
FISCAL YEAR 2012-2013 CAPITAL BUDGET REQUEST FACILITY IMPROVEMENTS ARENA

PROJECT DESCRIPTION	COST
<p>Arena Parking Lot and Drainage Improvements:</p> <p>First identified in the 2005-2006 Capital Budget when funding was provided to establish a surface water collection and drainage system, this most recent phase of the Capital Construction Project will allow the in-house design and construction of the Arena Rear Parking Lot to facilitate the tractor-trailers and buses associated with the various trade and entertainment shows as well as providing an alternative/secondary entrance/egress route via Earl Street.</p> <div style="text-align: center; margin: 10px 0;">  </div> <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$100,000</p>
TOTAL	\$100,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 SNOW REMOVAL

PROJECT DESCRIPTION	COST
<p>Snow Dump Platform Rehabilitation</p> <p>Reconstruction of the existing concrete snow dump platform located along the Black River. The site has been used for a snow dump area since the 1940's. DPW last performed repairs to the facility approximately 20 years ago. The DPW snow dumping platform incurred significant damage in May 2011. This is attributable to both the age of the structure and the significant rainfall which combined to cause a slope failure at the dumping chute.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$90,000</p>
<p>TOTAL</p>	<p>\$90,000</p>

FISCAL YEAR 2012-2013
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS

PROJECT DESCRIPTION	COST
<p>William J. Flynn Municipal Pool Resurfacing</p> <p>The William J. Flynn Municipal 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 1978 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. Resurfacing of this pool was one of the major recommendations of the W-M Engineers Report.</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

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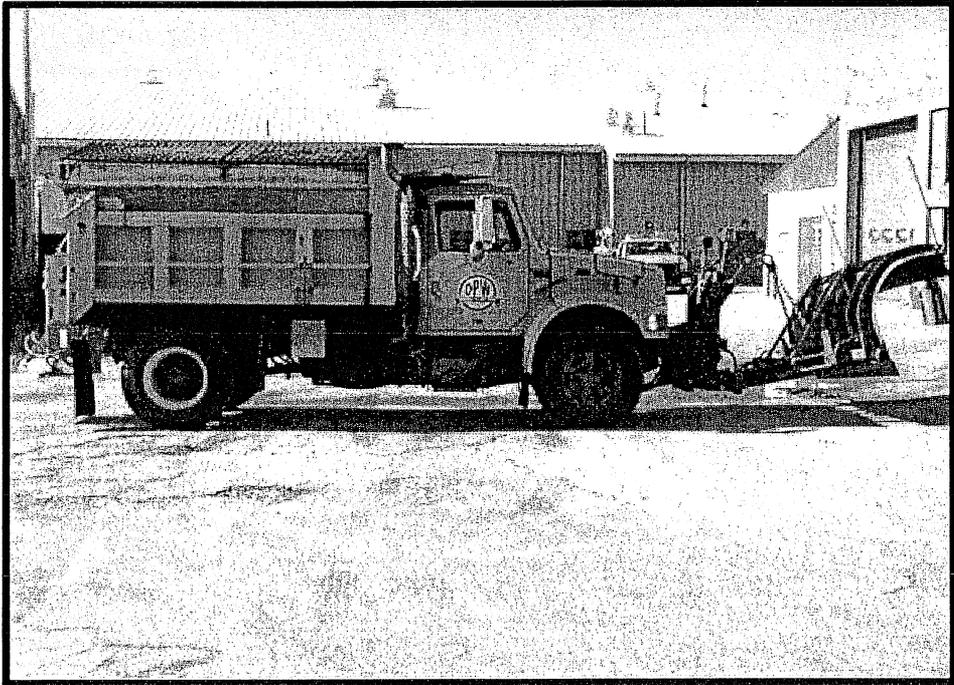
FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 THOMPSON PARK

PROJECT DESCRIPTION	COST
<p>Thompson Park Pavilion and Restroom Roof Replacement</p> <p>The pavilion roof at Thompson Park totally replaced in 1988 at a cost of approximately \$110,000. This structure is our signature pavilion and is used daily from early spring until late fall hosting such events as charity walks, receptions, picnics, religious services and other special community events. The Pavilion also hosts a few winter activities from time to time. The roof has continued to deteriorate despite efforts to patch and repair annually where possible. In the last couple of years the support structure has begun to show noticeable deterioration. Also to be included in this project will be the replacement of the Thompson Park Restroom roofs that are of similar construction and which were also last renovated in the late 1980s. This budget request will cover the estimated costs associated with the engineering evaluation, bid preparation and construction.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$200,000</p>
TOTAL	\$200,000

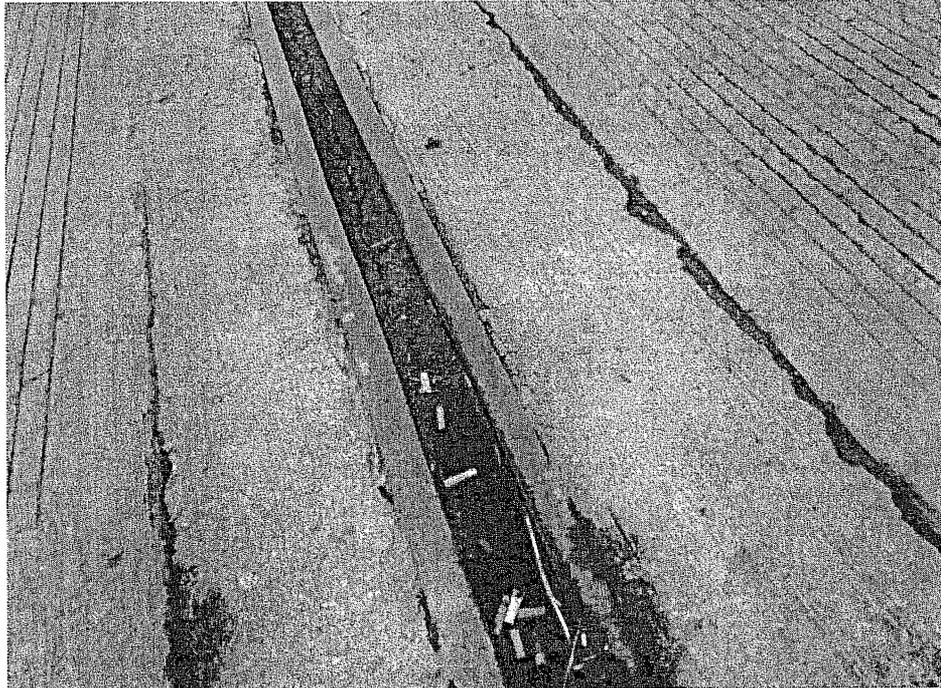
FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 VEHICLES AND EQUIPMENT
 MAINTENANCE OF ROADS

PROJECT DESCRIPTION	COST
<p>Mechanical Sweeper</p> <p>Vehicle 1-057 is a 1999 Elgin Eagle mechanical sweeper. The machine has nearly 6,000 operating hours. Due to the harsh environment in which it operates, this unit is experiencing severe wear and deterioration in the hopper, dirt conveying elevator system and debris body. A mechanical sweeper is used primarily in heavy debris sweeping applications where a vacuum sweeper is used more for clean up and routine sweeping. A replacement mechanical sweeper will be procured through competitive bid. The present machine will be traded towards the purchase of the new sweeper.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$175,000</p>
TOTAL	\$175,000

FISCAL YEAR 2012-2013
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
STORM SEWER

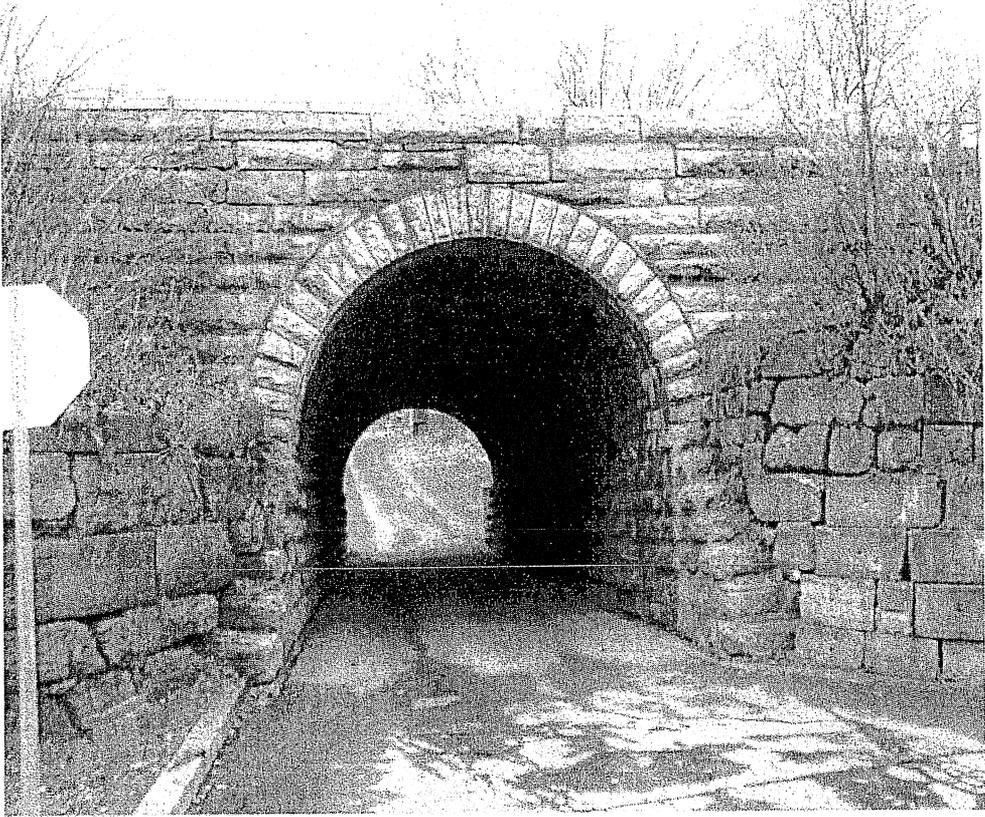
PROJECT DESCRIPTION	COST
<p>Single Axle Dump Truck with Plow</p> <p>Vehicle 1-94 is a 2000 International single axle, “double-duty”, dump truck owned and operated by the storm sewers division but converted to a sander plow combination unit during the winter season. The unit has in excess of 10,500 operating hours. It will be replaced by a like unit. The truck and equipment will be purchased from NYSOGS contract. This present truck will go to a second line status and replace a 1987 International single axle dump truck has in excess of 14,000 hours and is in poor condition. The 1987 truck will either be sold at the City’s surplus vehicle auction or traded towards the replacement truck.</p>  <p>Funding to support this project will be through a transfer from the General Fund (A 9950.0900).</p>	<p>\$135,000</p>
TOTAL	\$135,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 MAINTENANCE OF BRIDGES

PROJECT DESCRIPTION	COST
<p>Court Street Bridge Joint Replacements</p> <p>This project involves replacement of the existing bridge joints on the Court Street Bridge. Fully serviceable joints are required for bridges to move freely under temperature changes and also prevent water leakage onto the bearing pads. Keeping joints in good working order is a periodic requirement to prevent more costly repairs to bridges at a later date. These joints are at the end of their service life.</p> 	<p>\$60,000</p>
<p>TOTAL</p>	<p>\$60,000</p>

Funding to support this program will be from the Consolidated Local Street and Highway Improvement Program (CHIPs) program.

FISCAL YEAR 2012-2013
CAPITAL BUDGET
INFRASTRUCTURE
MAINTENANCE OF BRIDGES

PROJECT DESCRIPTION	COST
<p>Arch Street Culvert</p> <p>This project involves the installation of a waterproof membrane over the stone arch structure to prevent water leakage into the masonry joints. Once the leakage is prevented, The masonry requires extensive re-pointing to stabilize the structure, and extend the service life of the culvert.</p>  <p>Funding to support this program will be from the Consolidated Local Street and Highway Improvement Program (CHIPs) program.</p>	<p>\$100,000</p>
<p>TOTAL</p>	<p>\$100,000</p>

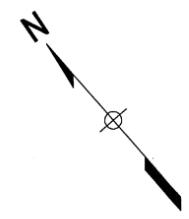
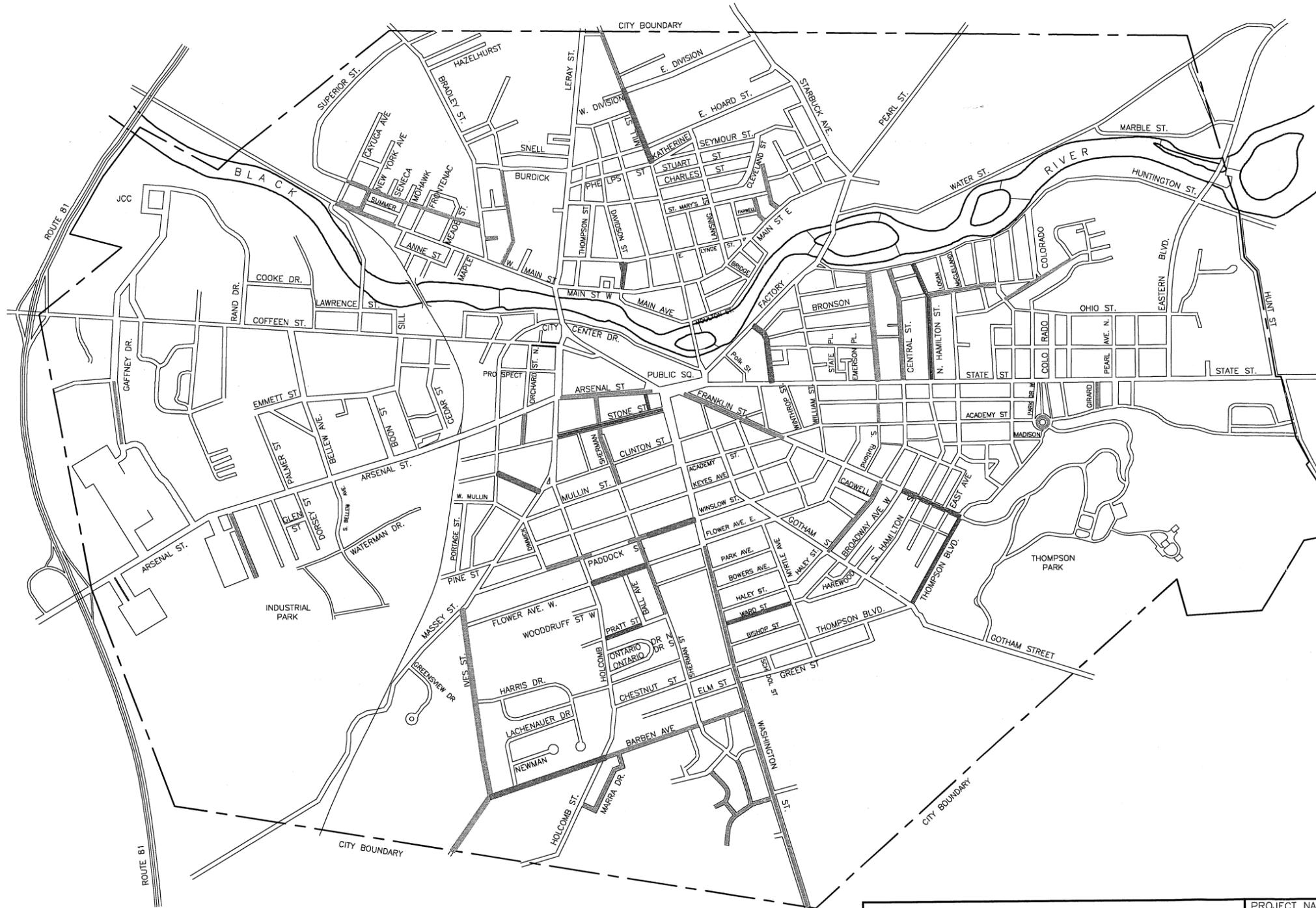
FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 SIDEWALK CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Annual City Sidewalk Replacement Program</p> <p>This funding supports the city's Sidewalk Improvement Special Assessment District #8. 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 include: Indiana Ave N, Summer St, Railroad St, Columbia St, and Cayuga Ave.</p> <div style="text-align: center;">  </div> <p>Funding to support this program will be through special assessment billings (\$75,000) and a transfer from the General Fund (A 9950.0900 - \$75,000).</p>	<p>\$150,000</p>
TOTAL	\$150,000

FISCAL YEAR 2012-2013
CAPITAL BUDGET
INFRASTRUCTURE
CHIPS-STREET PAVING PROGRAM

STANDARD STREET PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Flower Avenue West	Holcomb Street	Sherman Street	\$59,500
Paddock Street	Washington Street	Sherman Street	\$51,000
Cross Street	Massey St South	Meadow St South	\$47,500
Davison Street	West Main Street	Lynde Street East	<u>\$27,500</u>
		Total:	185,500

SURFACE MILL, PAVING W/CURBING BY CITY CREWS			
STREET	FROM	TO	COST
Arcade Street	Arsenal Street	Stone Street	\$30,000
Stone Street	Washington Street	Massey Street S.	\$85,500
Barben Avenue	Ives Street	Holcomb Street	\$85,000
Mechanic Street	Factory Street	State Street	\$69,500
Mill Street	Division Street E	Katherine Street	<u>\$78,000</u>
		Total:	\$348,000
		Grand total	\$533,500



LEGEND:

	PROJECTS COMPLETED 2008 - 2010
	PROJECTS COMPLETED FY 2011-12
	PROJECTS TO BE COMPLETED FY 2012-13

PROJECT NAME: CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT	
DESIGNED BY: RH	APPROVED BY:
DRAWN BY: JAC	DATE:
DATE: 04/10/12	DATE:
SCALE: N.T.S	MAP NUMBER:
TITLE: 2008-2013 STREET OVERLAY PROJECTS	

MAP NUMBER:	PROJECT NAME: CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT
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TITLE: 2008-2013 STREET OVERLAY AND RECONSTRUCTION PROJECTS

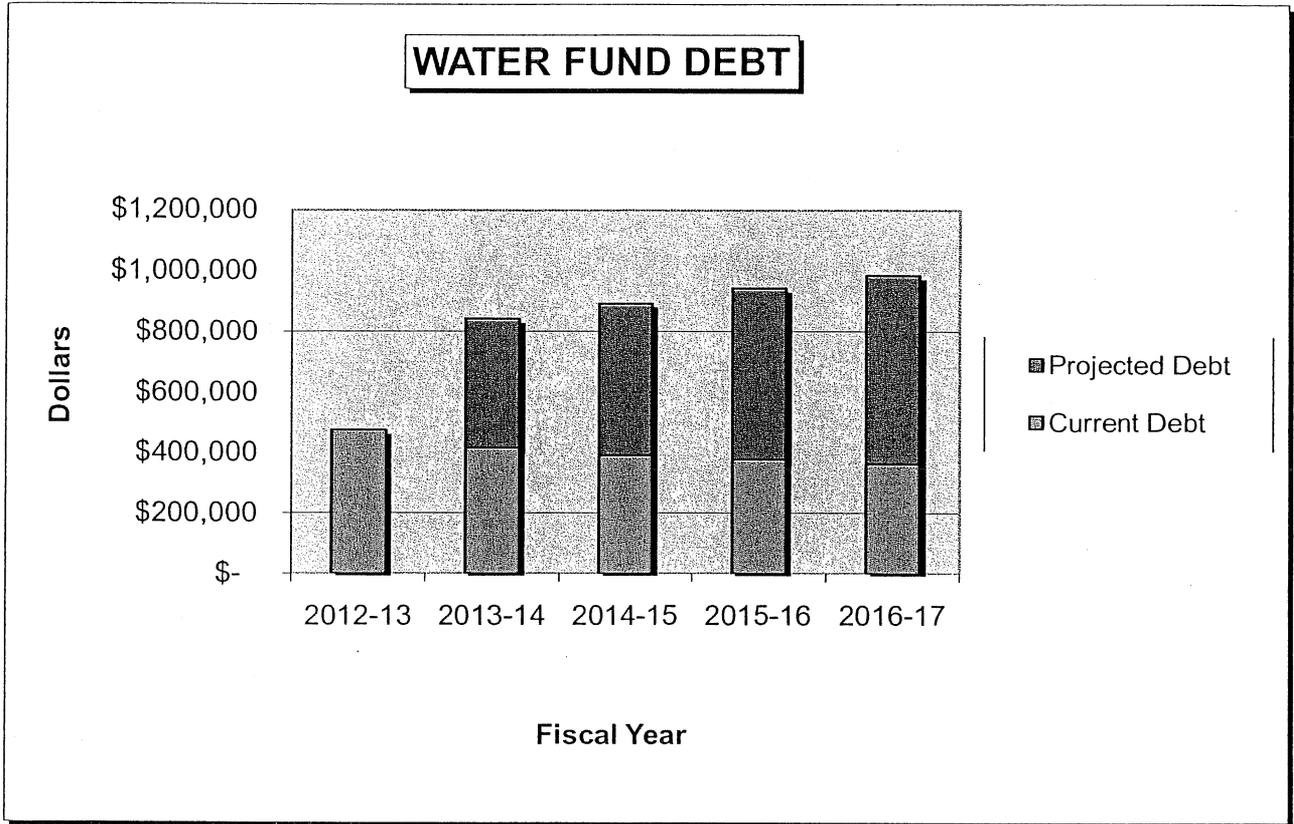
REVISION:	DESCRIPTION OF REVISION:	DATE:	BY:

CITY OF WATERTOWN, NEW YORK
DEPARTMENT OF PUBLIC WORKS
 ROOM 208, MUNICIPAL BUILDING
 248 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601
 TEL: (315) 785-7770 FAX: (315) 785-7752

DEBT

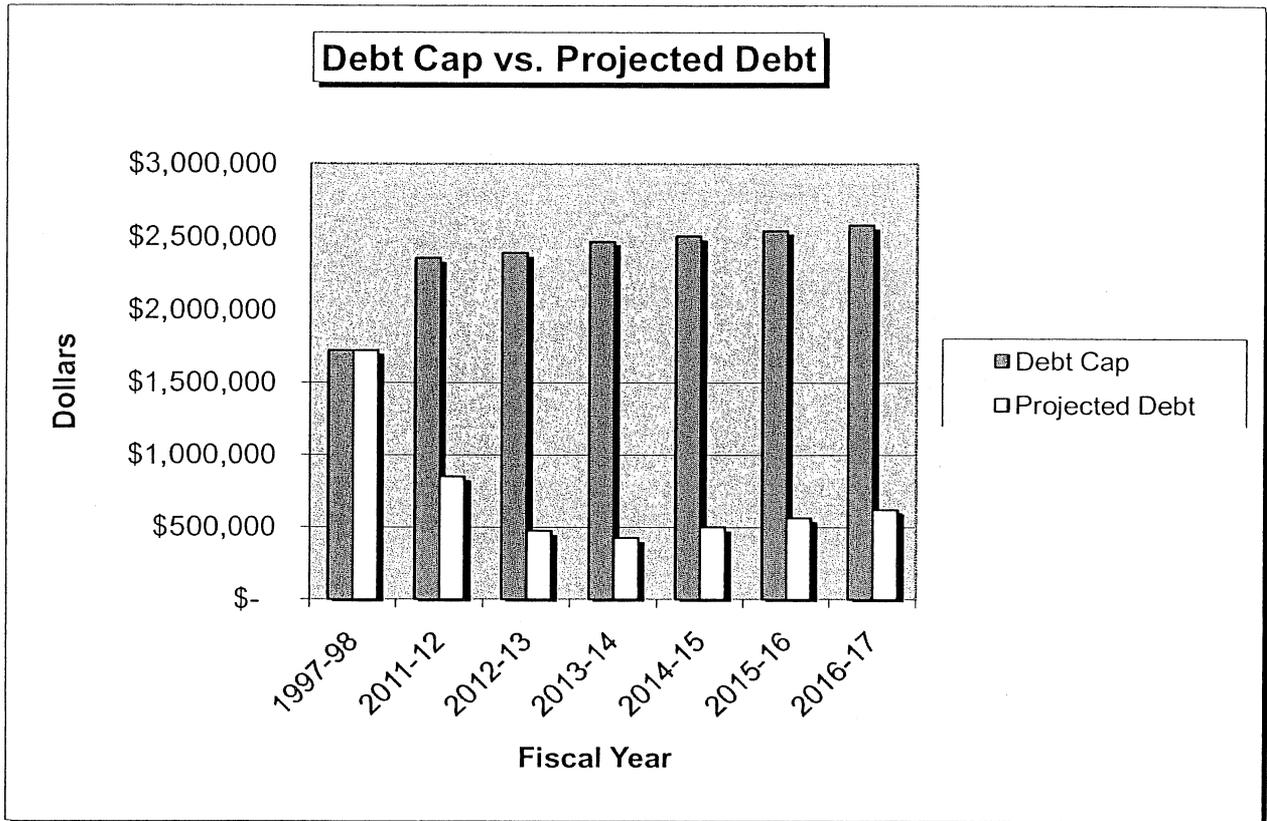
WATER FUND

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Current Debt	\$ 475,315	\$ 414,696	\$ 389,084	\$ 377,722	\$ 361,720
Projected New Debt	\$ -	\$ 426,563	\$ 502,370	\$ 565,409	\$ 622,861
TOTAL	<u>\$ 475,315</u>	<u>\$ 841,258</u>	<u>\$ 891,454</u>	<u>\$ 943,132</u>	<u>\$ 984,581</u>



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
2011-12	actual	\$ 2,357,483	\$ 851,327
2012-13	actual	\$ 2,396,152	\$ 475,315
2013-14	projected	\$ 2,471,787	\$ 426,563
2014-15	projected	\$ 2,508,378	\$ 502,370
2015-16	projected	\$ 2,545,511	\$ 565,409
2016-17	projected	\$ 2,583,193	\$ 622,861



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.

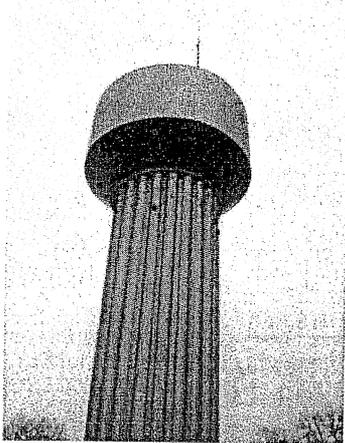
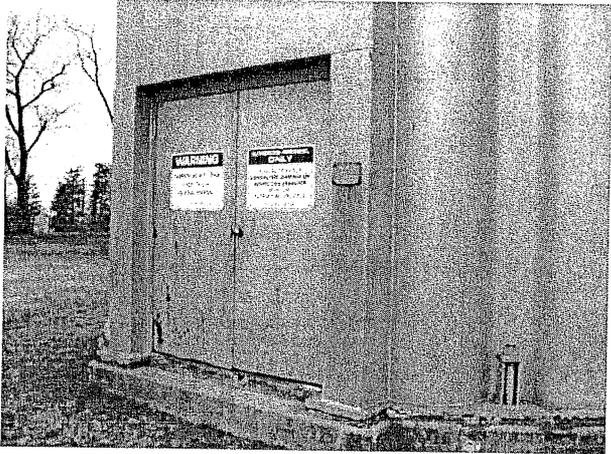
Debt excluded from the debt cap calculation:

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Water Treatment Plant debt applicable to DANC	\$ 45,617	\$ 86,182	\$ 92,255	\$ 89,425	\$ 88,712

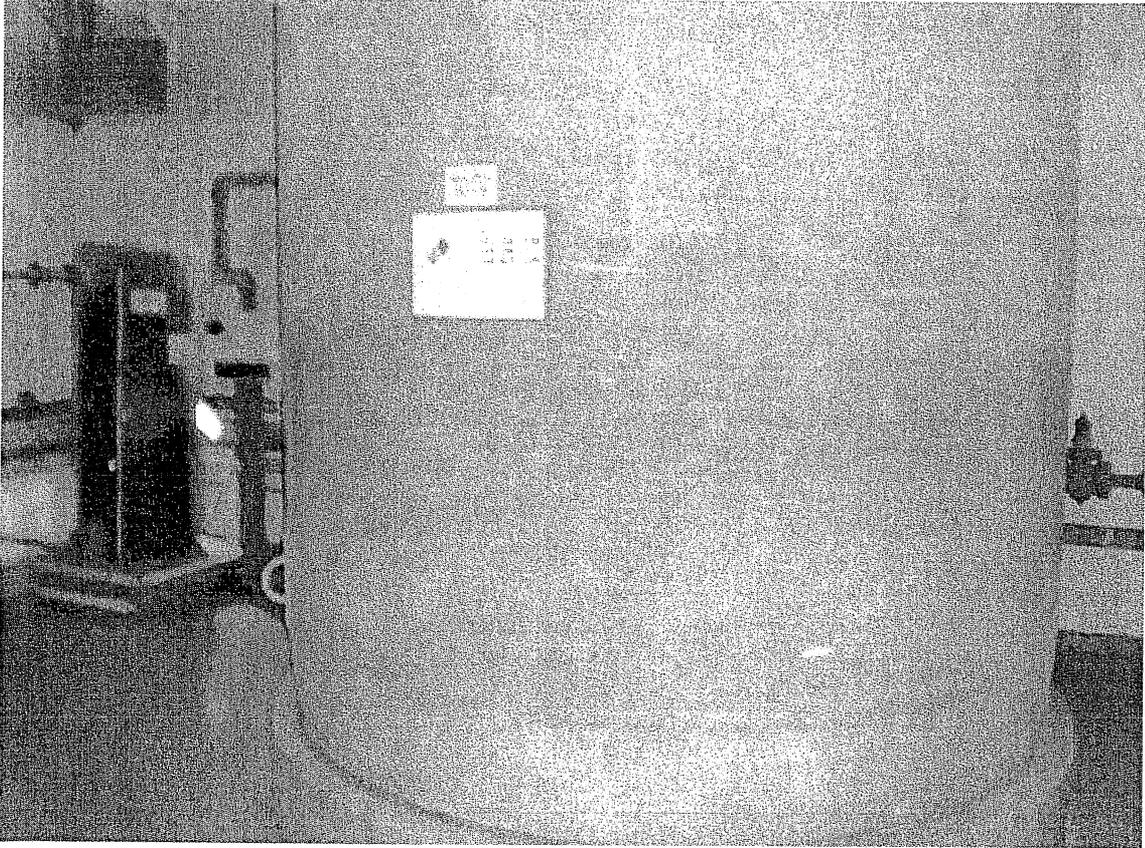
**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2012/13 - 2016/17**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
WATER FUND:					
FACILITY IMPROVEMENTS:					
Flouride System Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Thompson Park Tank Rehabilitation	500,000	-	-	-	-
Treatment Plant Roof	100,000	-	-	-	-
Dosing Station Dam-Downstream Refacing	-	150,000	-	-	-
Dosing Station ph Facility	-	80,000	300,000	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FACILITY IMPROVEMENTS	\$ 700,000	\$ 230,000	\$ 300,000	\$ -	\$ -
VEHICLES AND EQUIPMENT					
Vehicles & Equipment	\$ -	\$ 65,000	\$ 45,000	\$ 100,000	\$ 165,000
Computer Hardware/Software	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL VEHICLES AND EQUIPMENT	\$ -	\$ 65,000	\$ 45,000	\$ 100,000	\$ 165,000
Henry Street to Lincoln Street					
Seward Street					
WATER MAIN REPLACEMENT:					
Factory Street	\$ 1,398,000	\$ -	\$ -	\$ -	\$ -
Reservoir main-parallel line installation	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Henry Street to Lincoln Street	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Seward Street	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Davidson Street	\$ -	\$ 50,000	\$ -	\$ 350,000	\$ -
Lansing Street	\$ -	\$ 50,000	\$ 20,000	\$ -	\$ -
Flower Avenue East	\$ -	\$ 522,000	\$ -	\$ -	\$ -
East Street	\$ -	\$ -	\$ 50,000	\$ -	\$ -
Harrison Street	\$ -	\$ -	\$ 303,660	\$ -	\$ -
Hoard Street	\$ -	\$ -	\$ -	\$ 55,000	\$ -
Newell Street	\$ -	\$ -	\$ -	\$ 290,000	\$ -
N.Michigan / Bronson Street	\$ -	\$ -	\$ -	\$ -	\$ 292,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL WATER MAIN REPLACEMENT	\$ 2,468,000	\$ 622,000	\$ 373,660	\$ 695,000	\$ 292,000
TOTAL WATER FUND	\$ 3,168,000	\$ 917,000	\$ 718,660	\$ 795,000	\$ 457,000

FISCAL YEAR 2012-2013
 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;">   </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2013-14 debt service of \$66,500.</p>	<p>\$500,000</p>
TOTAL	\$500,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 WATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p>Fluoride System</p> <p>The City of Watertown uses hydrofluorosilicic acid to fluoridate the potable water supply to the City and surrounding area. The existing system consists of a single wall constructed main storage tank and day tank, plus mechanical conveying equipment. To meet recommended standards, the NYS Department of Health requested the City to upgrade the existing tanks to double wall tanks.</p>  <p>Funding to support this project will be through a transfer from the Water Fund (F 9950.0900).</p>	<p>\$100,000</p>
TOTAL	\$100,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 WATER TREATMENT PLANT

PROJECT DESCRIPTION	COST
<p>Administration Building and Work Shop Wing Roof Replacement</p> <p>The existing roof was last replaced approximately 15 years ago. The roofing has deteriorated, is leaking, and needs replacing.</p> <div style="text-align: center; margin: 10px 0;">  </div> <p>Funding to support this project will be through a transfer from the Water Fund (F 9950.0900).</p>	<p>\$100,000</p>
TOTAL	\$100,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 WATER MAIN CONSTRUCTION

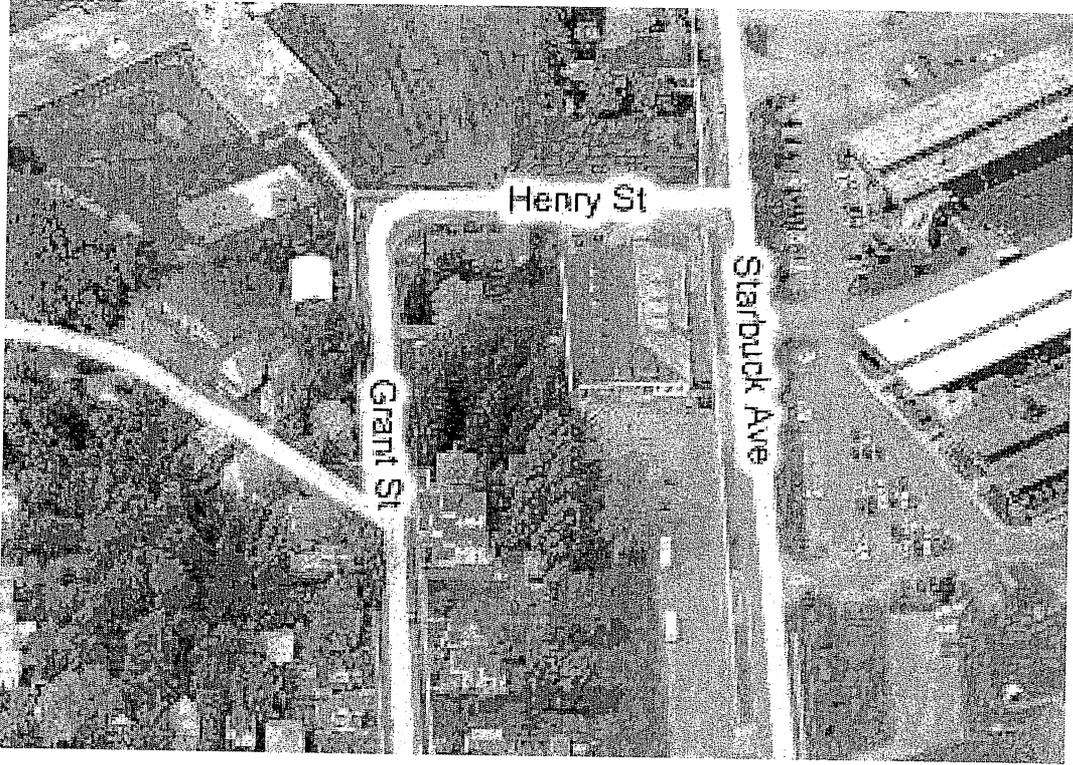
PROJECT DESCRIPTION	COST																		
<p>Factory Street Reconstruction</p> <p>Reconstruction of approximately 2600 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer. This is a Federal Aid Pass Through Project. There is approximately \$6.4 M in approved federal and state funding.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">STREET</td> <td style="width: 20%; text-align: right;">\$3,730,000</td> <td style="width: 60%;">CHIPs funds for local match</td> </tr> <tr> <td>STORM SEWER</td> <td style="text-align: right;">1,118,000</td> <td>CHIPs funds for local match</td> </tr> <tr> <td>SIDEWALKS</td> <td style="text-align: right;"><u>689,000</u></td> <td>CHIPs funds for local match</td> </tr> <tr> <td>GENERAL FUND</td> <td style="text-align: right;">\$5,537,000</td> <td></td> </tr> </table> <table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">SANITARY SEWER</td> <td style="width: 20%; text-align: right;">\$ 1,195,000</td> <td style="width: 60%;">15 years - \$ 119,102</td> </tr> <tr> <td>WATER MAIN</td> <td style="text-align: right;">\$ 1,398,000</td> <td>15 years - \$ 139,334</td> </tr> </table>	STREET	\$3,730,000	CHIPs funds for local match	STORM SEWER	1,118,000	CHIPs funds for local match	SIDEWALKS	<u>689,000</u>	CHIPs funds for local match	GENERAL FUND	\$5,537,000		SANITARY SEWER	\$ 1,195,000	15 years - \$ 119,102	WATER MAIN	\$ 1,398,000	15 years - \$ 139,334	<p>\$8,130,000</p>
STREET	\$3,730,000	CHIPs funds for local match																	
STORM SEWER	1,118,000	CHIPs funds for local match																	
SIDEWALKS	<u>689,000</u>	CHIPs funds for local match																	
GENERAL FUND	\$5,537,000																		
SANITARY SEWER	\$ 1,195,000	15 years - \$ 119,102																	
WATER MAIN	\$ 1,398,000	15 years - \$ 139,334																	
TOTAL	\$8,130,000																		



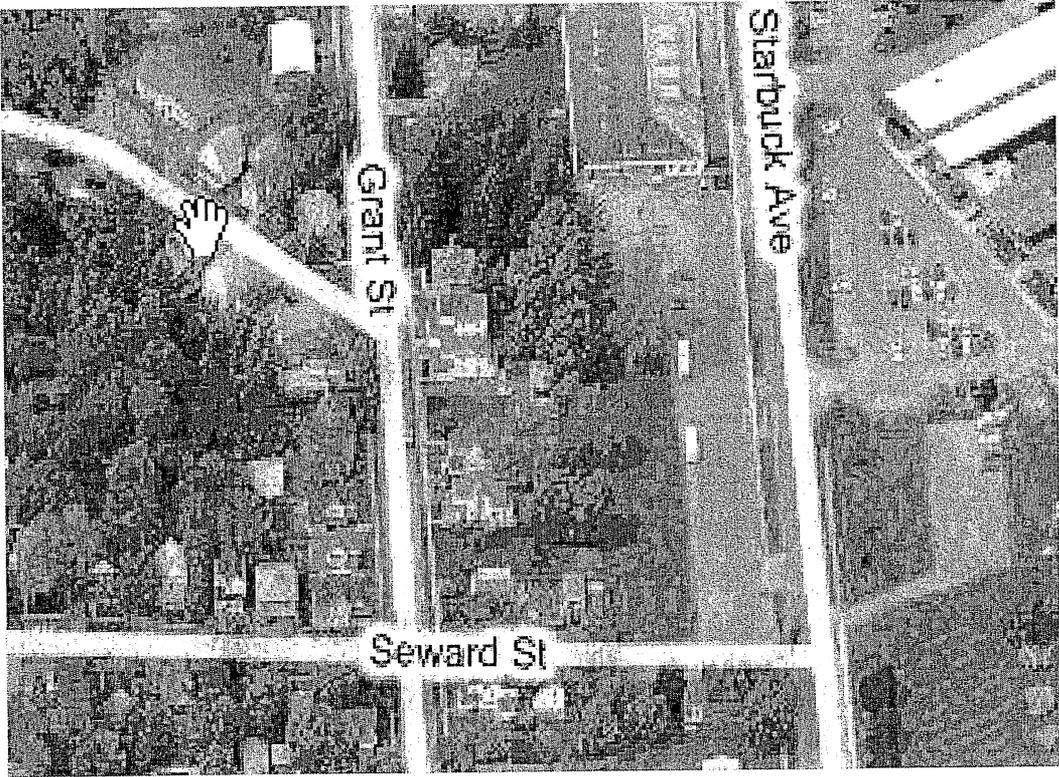
FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 WATER MAIN CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>Parallel Transmission Main to Thompson Park Reservoirs</p> <p>Designing and installing a 3,000 lineal foot of new 16 inch transmission main to upgrade distribution capacities by improving peak flow deliveries from the reservoirs, reducing discharge pressures on the Water Treatment Plant's finished water pumps, and improving vital redundancy in the distribution system.</p>  <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2013-14 debt service of 99,667.</p>	\$1,000,000
TOTAL	\$1,000,000

FISCAL YEAR 2012-2013
 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 2012-2013
 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>
<p>TOTAL</p>	<p>\$20,000</p>

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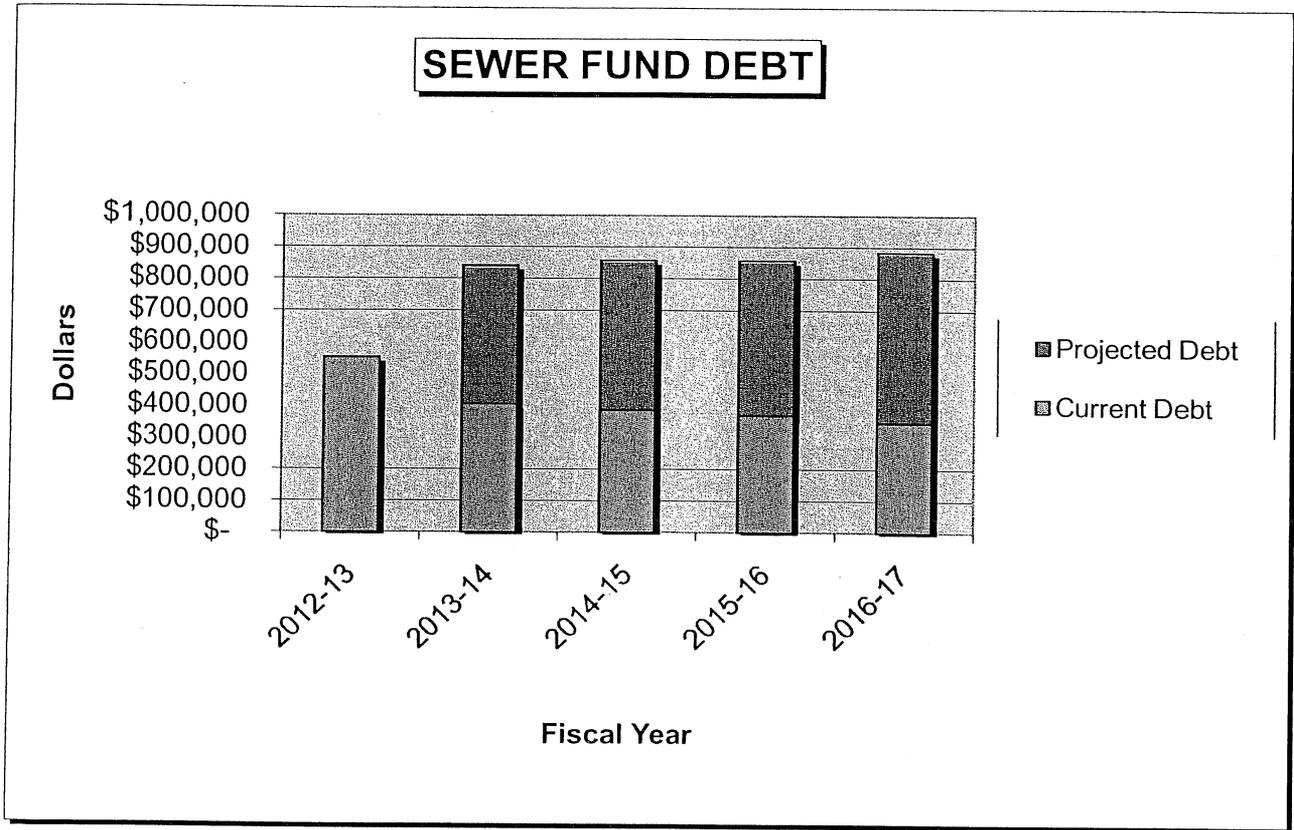
**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16**

WATER FUND		FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
FACILITY IMPROVEMENTS	Fluoride System Replacement	D	\$ 100,000	Dosing Station Dam - Downstream Refacing	D	\$ 150,000	Dosing station ph Facility	D	\$ 300,000							
	Thompson Park Water Tank rehabilitation	D	\$ 500,000	Dosing station ph Facility design	D	\$ 80,000										
	Treatment Plant Roof	O	\$ 100,000													
TOTAL FACILITY IMPROVEMENTS			\$ 700,000			\$ 230,000			\$ 300,000			\$ -			\$ -	
VEHICLES AND EQUIPMENT				4x4 pick-up w/plow gate and lift gate	O	\$ 40,000	Pickup truck (compact)	O	\$ 25,000	Backhoe Loader	O	\$ 100,000	Backhoe Loader	O	\$ 125,000	
				Pickup truck (compact)	O	\$ 25,000	Air compressor	O	\$ 20,000				4x4 pickup truck with plow and lift gate	O	\$ 40,000	
TOTAL VEHICLES AND EQUIPMENT			\$ -			\$ 65,000			\$ 45,000			\$ 100,000			\$ 165,000	
WATER MAINS	Factory Street	D	\$ 1,398,000	Davidson Street: Main Street to West Lynde Street	O	\$ 50,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 303,660	Hoard Street: Davidson Street to LeRay Street	O	\$ 55,000	N. Michigan / Bronson St	D	\$ 292,000	
	Reservoir Main-Parallel line Installation	D	\$ 1,000,000	Lansing Street: St. Mary Street to Katherine Street	O	\$ 50,000	East Street: Moulton St. to East Main Street	O	\$ 50,000	Davidson Street: West Lynde Street to Highland Avenue	D	\$ 350,000				
	Henry Street to Lincoln Street (from FY 11/12)	O	\$ 50,000	Flower Avenue East	D	\$ 522,000	Lansing Street: Hoard Street to Katherine Street	O	\$ 20,000	Newell Street (Engine Street to Whitewater Way)	D	\$ 290,000				
	Seward Street: Starbuck Ave. to Grant St. (FY 11/12)	O	\$ 20,000													
TOTAL WATER MAINS			\$ 2,468,000			\$ 622,000			\$ 373,660			\$ 695,000			\$ 292,000	
TOTAL WATER FUND			\$ 3,168,000			\$ 917,000			\$ 718,660			\$ 795,000			\$ 457,000	
WATER FUND																
FACILITY IMPROVEMENTS			\$ 700,000			\$ 230,000			\$ 300,000			\$ -			\$ -	
WATER MAIN REPLACEMENT			\$ 2,468,000			\$ 622,000			\$ 373,660			\$ 695,000			\$ 292,000	
VEHICLES AND EQUIPMENT			\$ -			\$ 65,000			\$ 45,000			\$ 100,000			\$ 165,000	
TOTAL WATER FUND			\$ 3,168,000			\$ 917,000			\$ 718,660			\$ 795,000			\$ 457,000	
TOTAL WATER FUND	Debt	D	\$ 2,998,000	Debt	D	\$ 330,000	Debt	D	\$ 603,660	Debt	D	\$ 640,000	Debt	D	\$ 292,000	
	Operating fund transfer	O	170,000	Operating fund transfer	O	587,000	Operating fund transfer	O	115,000	Operating fund transfer	O	155,000	Operating fund transfer	O	165,000	
	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	-	
			\$ 3,168,000			\$ 917,000			\$ 718,660			\$ 795,000			\$ 457,000	
		\$ -			\$ -			\$ -			\$ -			\$ -		

DEBT

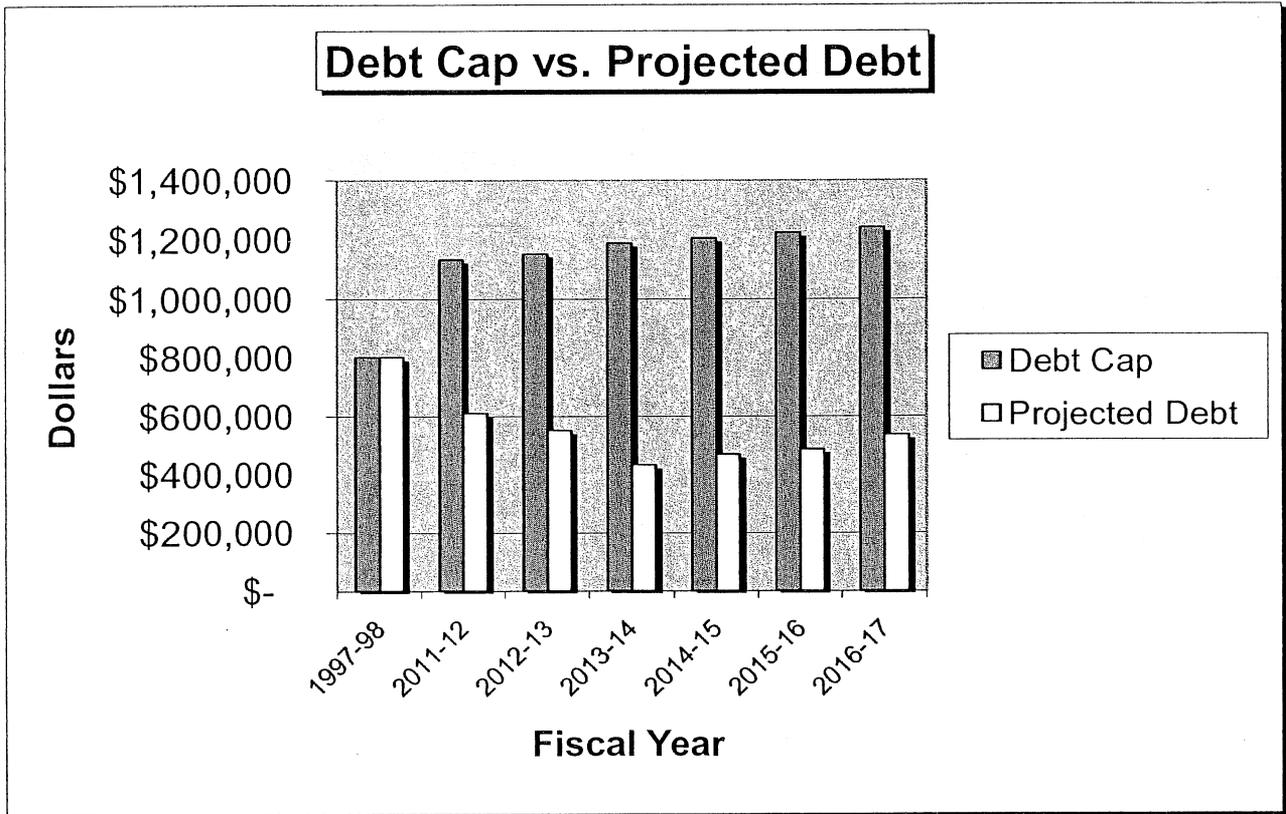
SEWER FUND

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Current Debt	\$ 552,065	\$ 406,171	\$ 386,624	\$ 369,449	\$ 347,694
Projected New Debt	\$ -	\$ 434,048	\$ 470,806	\$ 488,116	\$ 536,817
TOTAL	\$ 552,065	\$ 840,220	\$ 857,430	\$ 857,565	\$ 884,510



SEWER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 803,836	\$ 803,836
2011-12	actual	\$ 1,135,168	\$ 611,243
2012-13	actual	\$ 1,153,788	\$ 552,065
2013-14	projected	\$ 1,190,208	\$ 434,048
2014-15	projected	\$ 1,207,827	\$ 470,806
2015-16	projected	\$ 1,225,707	\$ 488,116
2016-17	projected	\$ 1,243,852	\$ 536,817



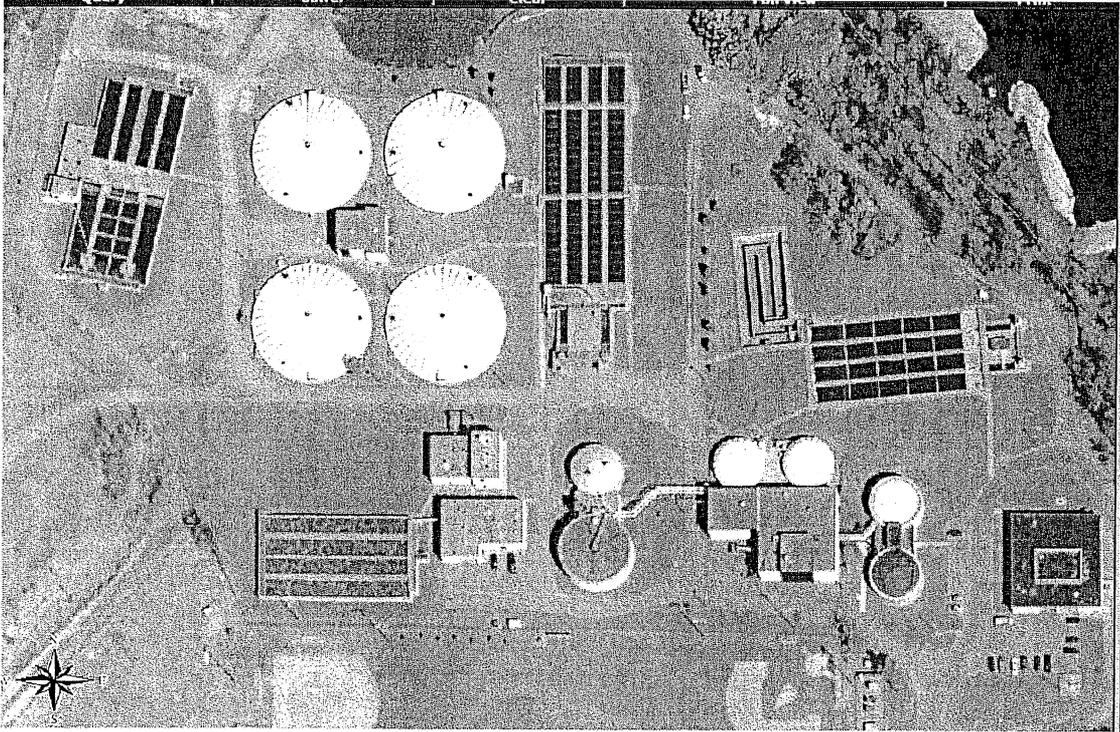
The sewer fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98 and the base amount represent's FY 1997-98's principal and interest payment. The base amount has been increased each year by the Consumer Price Index - All Urban Consumers (1982-84 = 100). 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>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Wastewater Treatment Plant debt applicable to DANC	\$ 34,037	\$ 160,188	\$ 152,977	\$ 149,261	\$ 139,093

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
SEWER FUND:					
WASTEWATER PLANT:					
Disinfection Facility	\$ 2,700,000	-	\$ -	\$ -	\$ -
Roof replacement - trickling filter pump station	-	100,000	-	-	-
Final Settling Tank B Clarifier	-	-	-	70,000	-
	-	-	-	-	100,000
TOTAL WASTEWATER PLANT	\$ 2,700,000	\$ 100,000	\$ -	\$ 70,000	\$ 100,000
VEHICLES AND EQUIPMENT					
Sanitary Sewer Vehicles	-	120,000	25,000	-	-
Wastewater Plant Vehicles	-	-	-	35,000	-
Computer Hardware/Software	-	-	-	-	-
TOTAL VEHICLES AND EQUIPMENT	\$ -	\$ 120,000	\$ 25,000	\$ 35,000	\$ -
SANITARY SEWER:					
Factory Street	\$ 1,195,000	\$ -	\$ -	\$ -	\$ -
WOTS: Chestnut to Ives Street	830,000	-	-	-	-
Flower Avenue East	-	447,000	-	-	-
Harrison Street	-	-	260,000	246,000	-
Cooper Street Outfall	-	-	-	225,000	-
Engine Street CSO Phase I	-	-	-	-	847,530
N.Michigan / Bronson Street	-	-	-	-	74,000
TOTAL SANITARY SEWER:	\$ 2,025,000	\$ 447,000	\$ 260,000	\$ 471,000	\$ 921,530
TOTAL SEWER FUND	\$ 4,725,000	\$ 667,000	\$ 285,000	\$ 576,000	\$ 1,021,530

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>WWTP Disinfection System Construction</p> <p>This project involves the construction of a disinfection system for both treatment outfalls at the WWTP. This system is mandated in the renewed SPDES permit provided by the NYSDEC for the operation of the facility. The DEC has approved the basis of design and this project will perform the detailed design of the new system.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2013-14 debt service of \$314,947.</p>	<p>\$2,700,000</p>
TOTAL	\$2,700,000

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER CONSTRUCTION

PROJECT DESCRIPTION	COST																		
<p>Factory Street Reconstruction</p> <p>Reconstruction of approximately 2600 LF of street, to include sidewalk, curbs, replacement of water main, and sanitary sewer. The project will also include separation of combined sewer. This is a Federal Aid Pass Through Project. There is approximately \$6.4 M in approved federal and state funding.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">STREET</td> <td style="width: 15%;">\$3,730,000</td> <td style="width: 60%;">CHIPs funds for local match</td> </tr> <tr> <td>STORM SEWER</td> <td>1,118,000</td> <td>CHIPs funds for local match</td> </tr> <tr> <td>SIDEWALKS</td> <td><u>689,000</u></td> <td>CHIPs funds for local match</td> </tr> <tr> <td>GENERAL FUND</td> <td>\$5,537,000</td> <td></td> </tr> </table> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">SANITARY SEWER</td> <td style="width: 15%;">\$ 1,195,000</td> <td style="width: 60%;">15 years - \$ 119,102</td> </tr> <tr> <td>WATER MAIN</td> <td>\$ 1,398,000</td> <td>15 years - \$ 139,334</td> </tr> </table>	STREET	\$3,730,000	CHIPs funds for local match	STORM SEWER	1,118,000	CHIPs funds for local match	SIDEWALKS	<u>689,000</u>	CHIPs funds for local match	GENERAL FUND	\$5,537,000		SANITARY SEWER	\$ 1,195,000	15 years - \$ 119,102	WATER MAIN	\$ 1,398,000	15 years - \$ 139,334	<p>\$8,130,000</p>
STREET	\$3,730,000	CHIPs funds for local match																	
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WATER MAIN	\$ 1,398,000	15 years - \$ 139,334																	
TOTAL	\$8,130,000																		



FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER CONSTRUCTION

PROJECT DESCRIPTION	COST
<p>WOTS Rehabilitation: Chestnut Street to Ives Street</p> <p>This project involves the rehabilitation of 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 Water Fund (G 9950.0900).</p>	\$830,000
TOTAL	\$830,000

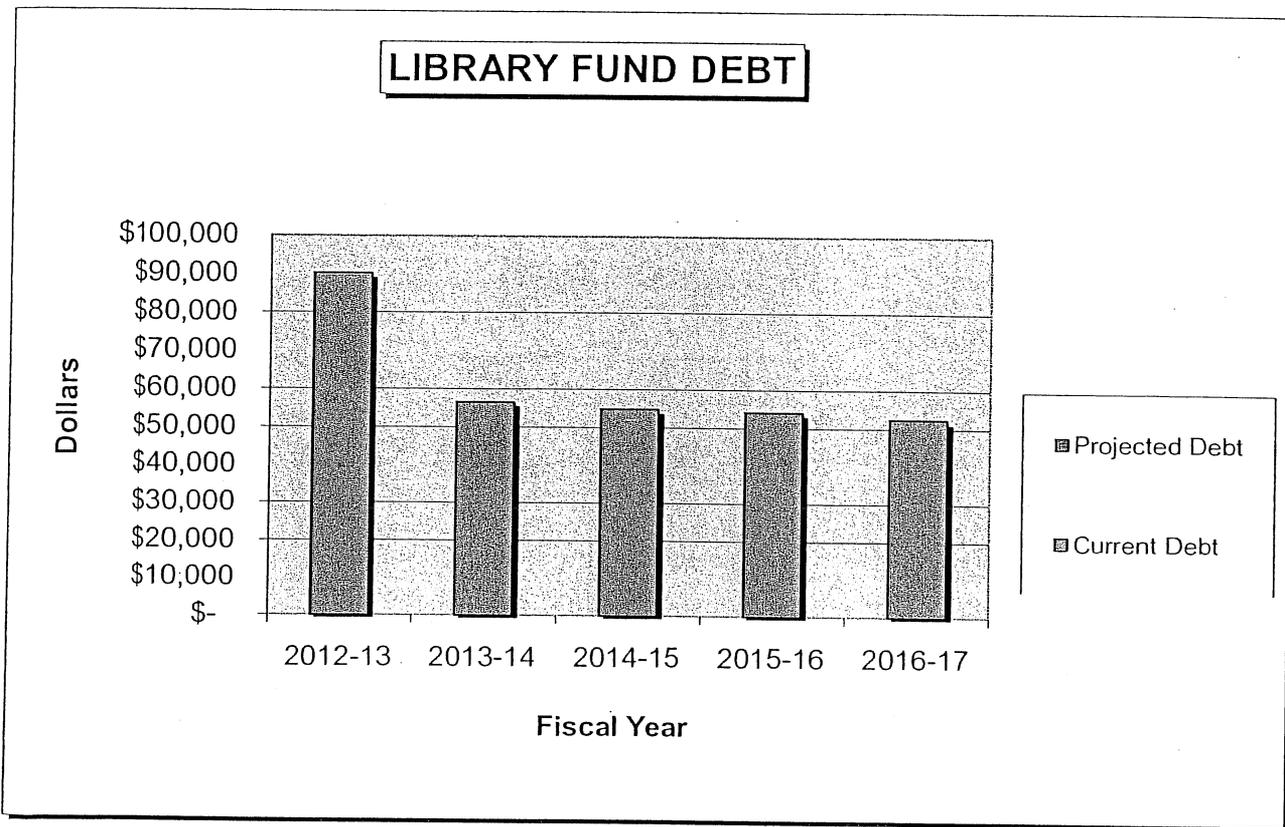
CITY OF WATERTOWN
CAPITAL BUDGET
FY 2011/12 - FY 2015/16

SEWER FUND	FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
WASTEWATER PLANT:	Disinfection facility	D(93%)/ R (7%)	\$ 2,700,000	Roof replacement - trickling filter pump station	O	\$ 100,000				Final Settling Tank B Clarifier	O	\$ 70,000	Heat Exchanger	O	\$ 100,000
	TOTAL WASTEWATER PLANT			\$ 2,700,000		\$ 100,000			\$ -			\$ 70,000			\$ 100,000
VEHICLES AND EQUIPMENT				Single axle dump truck	O	\$ 120,000	Trailer mounted sewer jetter (50%)	O	\$ 25,000	Plant maintenance vehicle	O	\$ 35,000			
	TOTAL VEHICLES AND EQUIPMENT			\$ -		\$ 120,000			\$ 25,000			\$ 35,000			\$ -
SANITARY SEWERS	Factory Street	D	\$ 1,195,000	Flower Avenue East	D	\$ 447,000	Harrison Street (Riggs Ave. Phase II)	D	\$ 260,000	Cooper Street Outfall Replacement	D	\$ 225,000	N. Michigan / Bronson St	D	\$ 74,000
	WOTS: Chestnut St. to Ives St.	D	\$ 830,000							Newell Street (Engine Street to Whitewater Way)	D	\$ 246,000	Engine Street CSO Phase I	D	\$ 847,530
	TOTAL SANITARY SEWERS:			\$ 2,025,000		\$ 447,000			\$ 260,000			\$ 471,000			\$ 921,530
TOTAL SEWER FUND			\$ 4,725,000		\$ 667,000			\$ 285,000			\$ 576,000			\$ 1,021,530	
SEWER FUND															
SANITARY SEWERS			\$ 2,025,000	VEHICLES AND EQUIPMENT			\$ -	WASTEWATER PLANT			\$ 2,700,000	TOTAL SEWER FUND			\$ 4,725,000
SANITARY SEWERS			\$ 2,025,000	VEHICLES AND EQUIPMENT			\$ 120,000	WASTEWATER PLANT			\$ 100,000	TOTAL SEWER FUND			\$ 667,000
SANITARY SEWERS			\$ 260,000	VEHICLES AND EQUIPMENT			\$ 25,000	WASTEWATER PLANT			\$ -	TOTAL SEWER FUND			\$ 285,000
SANITARY SEWERS			\$ 471,000	VEHICLES AND EQUIPMENT			\$ 35,000	WASTEWATER PLANT			\$ 70,000	TOTAL SEWER FUND			\$ 576,000
SANITARY SEWERS			\$ 921,530	VEHICLES AND EQUIPMENT			\$ -	WASTEWATER PLANT			\$ 100,000	TOTAL SEWER FUND			\$ 1,021,530
TOTAL SEWER FUND	Debt	D	\$ 4,225,000	Debt	D	\$ 447,000	Debt	D	\$ 260,000	Debt	D	\$ 471,000	Debt	D	\$ 921,530
	Operating fund transfer	O	-	Operating fund transfer	O	220,000	Operating fund transfer	O	25,000	Operating fund transfer	O	105,000	Operating fund transfer	O	100,000
	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-	Grant	G	-
	Reserve fund transfer	R	500,000	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-	Reserve fund transfer	R	-
			<u>\$ 4,725,000</u>			<u>\$ 667,000</u>			<u>\$ 285,000</u>			<u>\$ 576,000</u>			<u>\$ 1,021,530</u>
			\$ -				\$ -				\$ -				\$ -

DEBT

LIBRARY FUND

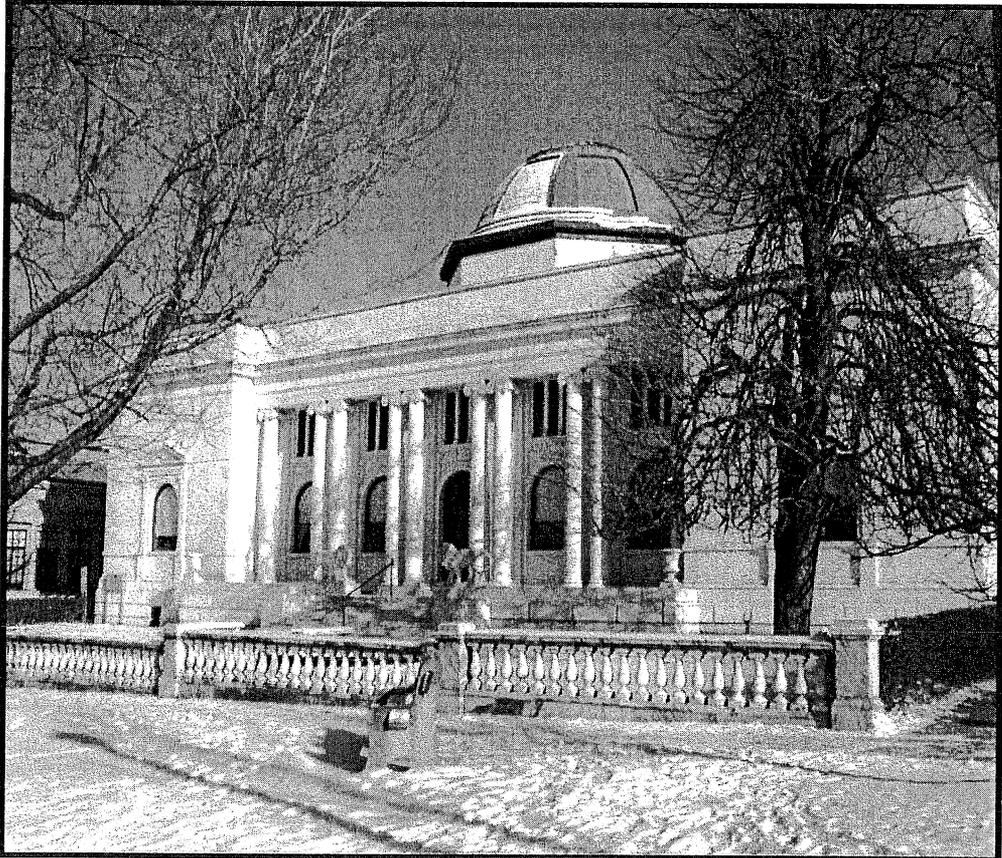
	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Current Debt	\$ 90,183	\$ 56,636	\$ 54,916	\$ 54,176	\$ 52,389
Projected New Debt	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	<u>\$ 90,183</u>	<u>\$ 56,636</u>	<u>\$ 54,916</u>	<u>\$ 54,176</u>	<u>\$ 52,389</u>



**CITY OF WATERTOWN CAPITAL BUDGET
FIVE YEAR PLAN 2012/13 - 2016/17**

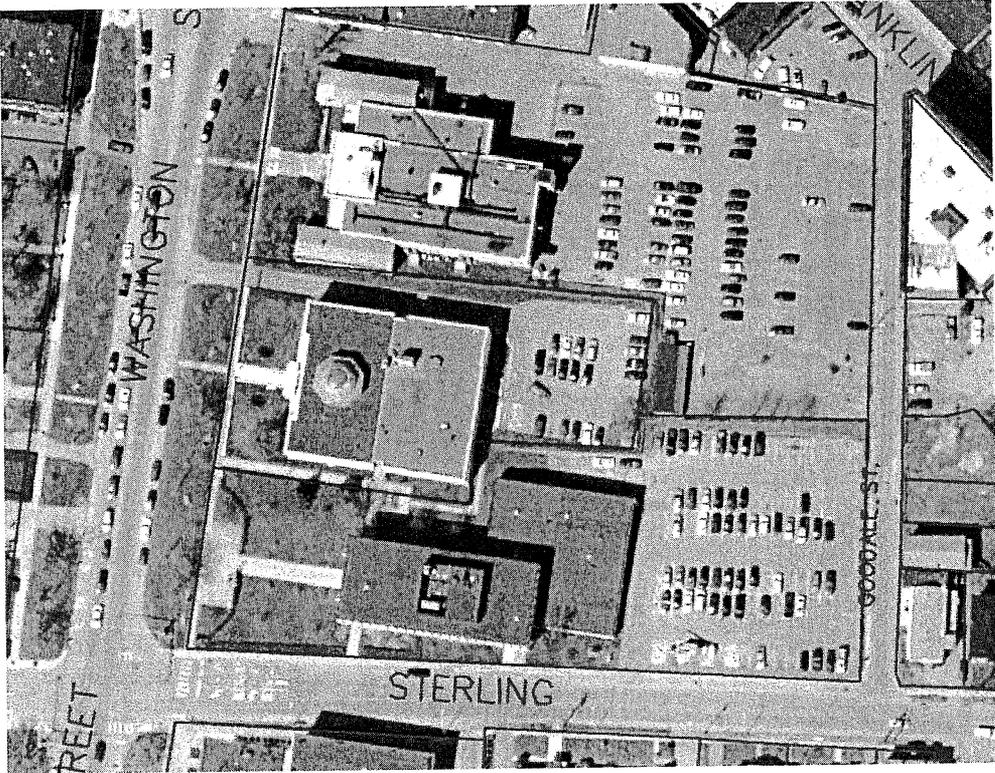
	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
LIBRARY FUND:					
FACILITY IMPROVEMENTS:					
Masonry restorations	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Roof rehabilitation	100,000	-	-	-	-
Fountain rehabilitations	50,000	-	-	-	-
Mazzanine stained glass rehabilitation	-	24,000	-	-	-
Carpet replacement	-	-	-	49,000	-
Lighting improvements	-	-	-	-	48,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FACILITY IMPROVEMENTS	\$ 350,000	\$ 24,000	\$ -	\$ 49,000	\$ 48,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
VEHICLES AND EQUIPMENT					
Computer Hardware/Software	\$ -	\$ -	\$ -	\$ -	\$ -
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL VEHICLES AND EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL LIBRARY FUND	\$ 350,000	\$ 24,000	\$ -	\$ 49,000	\$ 48,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 LIBRARY

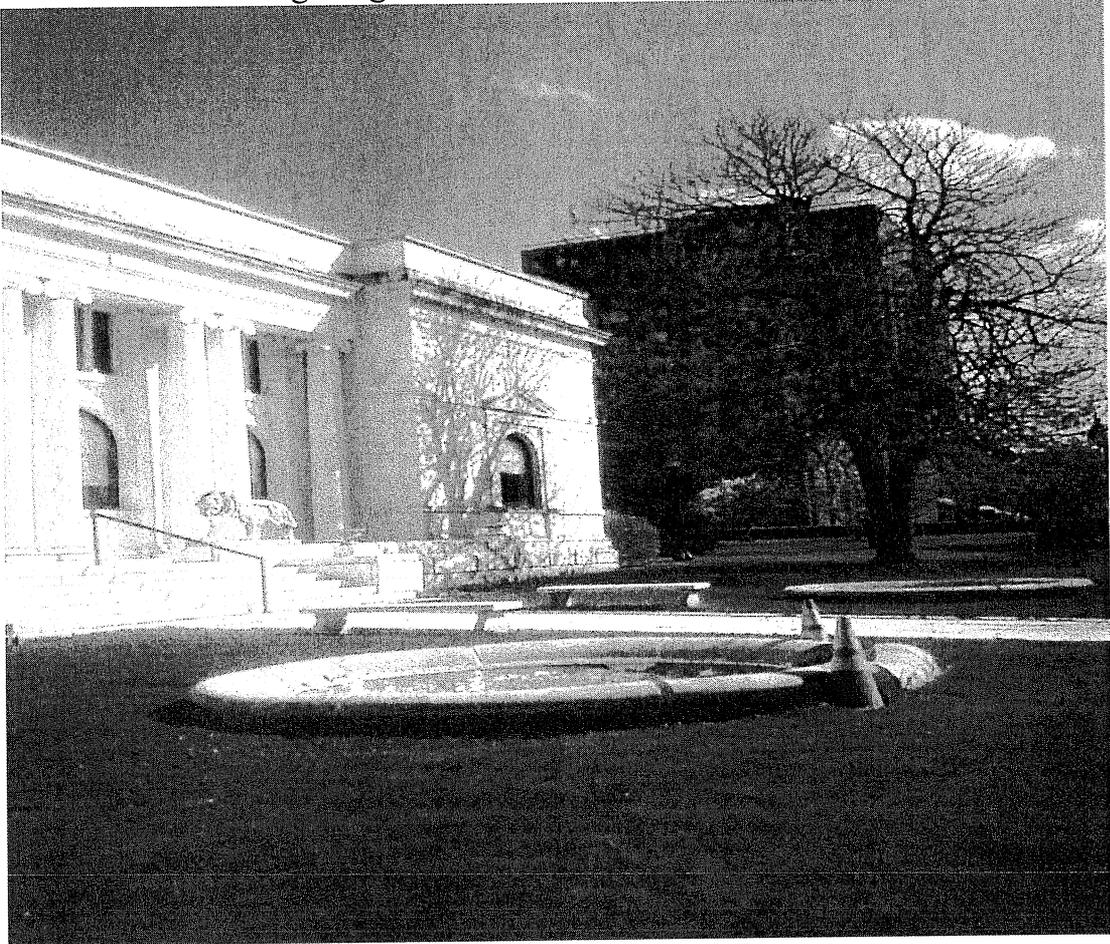
PROJECT DESCRIPTION	COST
<p>Masonry Restoration</p> <p>Clean, re-point, and repair exterior marble at Roswell P. Flower Memorial Library, including building facades, front plaza, front walk, front fence, and lion statues.</p> 	<p>\$200,000</p>
TOTAL	\$200,000

Funding to support this project will be through a transfer from the Library Fund (L 9950.0900).

FISCAL YEAR 2012-2013
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 (L 9950.0900).</p>	<p>\$100,000</p>
<p>TOTAL</p>	<p>\$100,000</p>

FISCAL YEAR 2012-2013
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 LIBRARY

PROJECT DESCRIPTION	COST
<p>Fountain Rehabilitations</p> <p>This project involves the rehabilitation of the existing fountains. The scope includes the removal of the existing bowls, installation of new bowls, adding water service and drainage pipes, and permanent fountain fixtures with LED lighting.</p>  <p>Funding to support this project will be through a transfer from the Library Fund (L 9950.0900).</p>	<p>\$50,000</p>
TOTAL	\$50,000

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

LIBRARY FUND	FY 2012-13 projects			FY 2013-14 projects			FY 2014-15 projects			FY 2015-16 projects			FY 2016-17 projects		
FACILITY IMPROVEMENTS	Masonry restorations	D	\$ 200,000	Mezzanine stained glass rehabilitation	O	\$ 24,000				Carpet Replacement - Lower Floor and Childrens Area	O	\$ 49,000	Lighting Project in Historical Part of Building	O	\$ 48,000
	Roof rehabilitation	O	\$ 100,000												
	Fountain rehabilitations	O	\$ 50,000												
	TOTAL FACILITY IMPROVEMENTS		\$ 350,000			\$ 24,000			\$ -			\$ 49,000			\$ 48,000
VEHICLES AND EQUIPMENT															
TOTAL VEHICLES AND EQUIPMENT		\$ -			\$ -			\$ -			\$ -			\$ -	
TOTAL LIBRARY FUND		\$ 350,000			\$ 24,000			\$ -			\$ 49,000			\$ 48,000	
LIBRARY FUND															
FACILITY IMPROVEMENTS		\$ 350,000			\$ 24,000			\$ -			\$ 49,000			\$ 48,000	
VEHICLES AND EQUIPMENT		\$ -			\$ -			\$ -			\$ -			\$ -	
TOTAL LIBRARY FUND		\$ 350,000			\$ 24,000			\$ -			\$ 49,000			\$ 48,000	
TOTAL LIBRARY FUND		\$ 350,000			\$ 24,000			\$ -			\$ 49,000			\$ 48,000	
TOTAL LIBRARY FUND	Debt	D	\$ 200,000	Debt	D	\$ 24,000	Debt	D	\$ -	Debt	D	\$ -	Debt	D	\$ -
	Operating fund transfer	O	150,000	Operating fund transfer	O	-	Operating fund transfer	O	-	Operating fund transfer	O	49,000	Operating fund transfer	O	48,000
	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	-
			<u>\$ 350,000</u>			<u>\$ 24,000</u>			<u>\$ -</u>			<u>\$ 49,000</u>			<u>\$ 48,000</u>
			\$ -			\$ -			\$ -			\$ -			\$ -
TOTAL CAPITAL FUNDS			\$ 15,443,500			\$ 5,732,500			\$ 6,322,660			\$ 6,984,500			\$ 8,229,060
ALL FUNDS	Debt	D	\$ 7,423,000	Debt	D	\$ 2,985,000	Debt	D	\$ 2,701,660	Debt	D	\$ 4,542,000	Debt	D	\$ 6,308,060
	Operating fund transfer	O	1,215,000	Operating fund transfer	O	1,472,500	Operating fund transfer	O	966,000	Operating fund transfer	O	772,500	Operating fund transfer	O	661,000
	Grant	G	6,305,500	Grant	G	535,000	Grant	G	2,155,000	Grant	G	535,000	Grant	G	535,000
	Reserve fund transfer	R	500,000	Reserve fund transfer	R	740,000	Reserve fund transfer	R	500,000	Reserve fund transfer	R	1,135,000	Reserve fund transfer	R	725,000
			<u>\$ 15,443,500</u>			<u>\$ 5,732,500</u>			<u>\$ 6,322,660</u>			<u>\$ 6,984,500</u>			<u>\$ 8,229,060</u>

MULTI
YEAR
FINANCIAL
PLAN

CITY OF WATERTOWN, NEW YORK
MULTI-YEAR FINANCIAL PLAN
FISCAL YEARS 2012-2013 THROUGH 2016-2017

Prepared by: Office of the City Comptroller
James E. Mills, City Comptroller
April 16, 2012

Disclaimer

Although this document was prepared under the highest professional standards, the City of Watertown, New York, including its officers, employees, and agents, does not guarantee the accuracy or completeness of any information contained herein and as such 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

Although the City's distribution from New York State's Aid and Incentives for Municipalities (AIM) program is no longer contingent upon the City preparing a multi-year financial plan the City continues to prepare the multi-year financial plan as it is a critical component to its financial planning for the future of the City.

This plan uses the 2012-13 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2008-09 through estimated 2012-13). 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 2012-13 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 2011-12

The amounts presented as the 2011-12 estimated figures were based on the actual revenue and expenditure amounts as of February 29, 2012 projected to June 30, 2012 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 (2.97%) 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 at the proposed fiscal year 2012-13 level in the initial surplus/deficit forecast for fiscal years 2013-14 through 2016-17. Only after all of the other revenue and expenditure forecasts were made, did this model then consider increasing the tax levy as a possible solution to any deficit forecasted.

Sales Tax Revenue

Sales tax revenue was increased by 5.0% annual growth for fiscal year 2013-14 through 2016-17.

Taxable Assessed Valuation

Based on discussions with the City Assessor taxable assessed values for fiscal year 2013-14 through 2016-17 are expected to increase 1% annually.

State Aid Revenue Sharing

State Aid revenue sharing for the fiscal years 2013-14 through 2016-17 was held constant at the FY 2012-13 base funding level of \$4,703,208 which is exclusive of the \$3,100,000 advance in State Aid funding that is being provided by New York State under Part S of the Education, Labor and Family Assistance Article VII Bill. This plan utilizes the advance of State Aid to fund the majority of its pay-as-you-go capital plan for facility improvements and major equipment replacements for the fiscal years 2013-14 through 2016-17.

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 19.3% for the Proposed fiscal year 2012-13 budget to 21.8% for fiscal year 2013-14, 22.5% for fiscal year 2014-15, 20.5% for fiscal year 2015-16 and 18.5% for fiscal year 2016-17 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 26.3% for the Proposed fiscal year 2012-13 budget to 30.5% for fiscal year 2013-14, 32.5% for fiscal year 2014-15, 30.5% for fiscal year 2015-16 and 28.5% for fiscal year 2016-17 due to the dramatic stock market decline in 2008.

Health insurance costs were forecasted to increase 8.00% in each of the fiscal years from 2012-13 through 2016-17.

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 2012/13 through 2016/17
 Major Fund Summary

	Actual		Estimated		Adopted 2012-13	Forecast			
	2008-09	2009-10	2010-11	2011-12		2013-14	2014-15	2015-16	2016-17
General Fund									
Revenues	\$36,390,196	\$35,036,788	\$36,160,480	\$36,279,115	\$40,477,645	\$38,475,700	\$39,645,744	\$40,898,811	\$42,190,076
Expenditures by Object	\$35,567,262	\$34,326,934	\$36,454,545	\$37,570,425	\$42,112,872	\$40,248,144	\$41,245,709	\$42,478,387	\$43,160,839
Surplus (Deficit)	\$822,934	\$709,854	(\$294,065)	(\$1,291,310)	(\$1,635,227)	(\$1,772,444)	(\$1,599,964)	(\$1,579,576)	(\$970,763)
Unreserved Fund Balance	\$10,190,421	\$10,996,929	\$11,012,523	\$10,100,897	\$8,519,870	\$6,747,426	\$5,147,462	\$3,567,886	\$2,572,123
Water Fund									
Revenues	\$4,734,488	\$4,794,682	\$4,580,641	\$4,624,737	\$4,623,600	\$4,713,777	\$4,763,121	\$4,752,048	\$4,767,718
Expenditures by Object	\$4,884,554	\$4,716,585	\$4,746,547	\$4,727,259	\$4,666,976	\$4,983,546	\$5,203,908	\$5,274,579	\$5,411,624
Surplus (Deficit)	(\$150,066)	\$78,097	(\$165,906)	(\$102,522)	(\$43,376)	(\$269,768)	(\$440,787)	(\$522,531)	(\$643,906)
Unreserved Fund Balance	\$1,141,004	\$1,015,932	\$776,108	\$900,020	\$865,089	\$574,633	\$213,055	(\$330,068)	(\$994,720)
Sewer Fund									
Revenues	\$4,482,177	\$4,374,681	\$5,038,423	\$5,194,511	\$4,818,720	\$5,022,818	\$5,050,448	\$5,093,459	\$5,107,230
Expenditures by Object	\$3,914,674	\$4,418,590	\$5,046,098	\$4,885,313	\$5,326,609	\$5,199,178	\$5,131,533	\$5,299,083	\$5,406,551
Surplus (Deficit)	\$567,503	(\$43,909)	(\$7,675)	\$309,198	(\$507,889)	(\$176,359)	(\$81,085)	(\$205,624)	(\$299,321)
Unreserved Fund Balance	\$739,012	\$1,153,785	\$1,462,088	\$1,830,428	\$1,362,048	\$1,197,266	\$1,127,471	\$924,991	\$625,670
All Major Funds									
Revenues	\$45,606,861	\$44,206,151	\$45,779,544	\$46,098,363	\$49,919,965	\$48,212,296	\$49,459,313	\$50,744,318	\$52,065,024
Expenditures by Object	\$44,366,490	\$43,462,109	\$46,247,190	\$47,182,998	\$52,106,457	\$50,430,868	\$51,581,149	\$53,052,050	\$53,979,014
Surplus (Deficit)	\$1,240,371	\$744,042	(\$467,646)	(\$1,084,635)	(\$2,186,492)	(\$2,218,572)	(\$2,121,836)	(\$2,307,731)	(\$1,913,990)
Unreserved Fund Balance	\$12,070,437	\$13,166,646	\$13,250,719	\$12,831,344	\$10,747,006	\$8,519,326	\$6,487,988	\$4,162,810	\$2,203,073

City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 Property Tax Worksheet

- 013 -

	Actual				Adopted 2012-13	Projected				Avg. Annual Increase 2008- present	Assumptions 2013/14 - 2016/17				Description
	2008-09	2009-10	2010-11	2011-12		2013-14	2014-15	2015-16	2016-17		2013-14	2014-15	2015-16	2016-17	
Levy and Assessed Value / Rate															
Levy	\$ 7,105,397	\$ 7,269,995	\$ 7,472,375	\$ 7,287,119	\$ 7,373,240	\$7,373,240	\$7,373,240	\$7,373,240	\$7,373,240	1%	0%	0%	0%	0%	Levy held constant to determine financial effect
Assessed Value of Taxable Property	\$ 982,901,620	\$ 931,309,788	\$ 999,381,290	\$1,009,575,758	\$1,020,156,961	\$1,030,358,531	\$1,040,662,116	\$1,051,068,737	\$1,061,579,424	1%	1%	1%	1%	1%	1% Per City Assessor
Tax Rate per \$1,000 of Assessed Value	\$ 7.229	\$ 7.393	\$ 7.477	\$ 7.218	\$ 7.211	\$7.156	\$7.085	\$7.015	\$6.946	0%	-1%	-1%	-1%	-1%	Calculated from levy and -1% assessed value
Full Value and FV Rate															
Equalization Rate (available from ORPS)	97.00	92.50	95.00	95.00	89.00	87.00	85.00	83.00	80.00	-2%	-2%	-2%	-2%	-4%	Per City Assessor
Full Market Value of Taxable Property (000's)	\$1,013,300,639	\$1,006,821,392	\$1,051,980,305	\$1,062,711,324	\$1,146,243,776	\$ 1,184,320,150	\$1,224,308,372	\$1,266,347,876	\$1,326,974,281	3%	3%	3%	3%	3%	Calculated from assessed 5% value and equalization rate
Tax Rate per \$1000 of Full Value	\$ 7.012	\$ 7.221	\$ 7.103	\$ 6.857	\$ 6.433	\$ 6.226	\$ 6.022	\$ 5.822	\$ 5.556	-2%	-3%	-3%	-3%	-3%	Calculated from levy and -5% full value
Tax Limit															
Property Tax Limit	\$ 14,697,964	\$ 16,336,178	\$ 18,156,517	\$ 19,744,495	\$ 20,660,122	\$ 21,124,230	\$ 21,808,308	\$ 22,678,256	\$ 23,535,726	9%	2%	3%	4%	4%	2% of full value - 5-yr rolling avg
Exclusions to Tax Limit	\$ 6,078,537	\$ 5,037,660	\$ 4,642,704	\$ 6,024,590	\$ 4,866,767	\$ 5,265,767	\$ 5,103,432	\$ 5,532,465	\$ 5,559,310	-5%	8%	-3%	8%	8%	Estimated amount of 0% exclusions
Tax Levy Subject to Limit	\$ 1,026,860	\$ 2,232,335	\$ 2,829,671	\$ 1,262,529	\$ 2,506,473	\$ 2,107,473	\$ 2,269,808	\$ 1,840,775	\$ 1,813,930	25%	-16%	8%	-19%	-1%	Calculated from levy minus exclusions

City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 General Fund Revenues

Revenues	Actual				Adopted 2012-13	Forecast				Avg. Annual Increase 2008- present	Assumptions 2013/14 - 2016/17				
	2008-09	2009-10	2010-11	2011-12		2013-14	2014-15	2015-16	2016-17		2013-14	2014-15	2015-16	2016-17	Description
Real Property Taxes*	\$7,101,270	\$7,316,832	\$7,054,030	\$7,437,725	\$7,320,740	\$7,320,749	\$7,318,831	\$7,316,905	\$7,314,956	1%	0%	0%	0%	0%	Held constant
Real Property Tax Items	2,528,543	243,460	315,951	278,977	269,300	276,132	283,167	290,411	297,869	-19%	3%	3%	3%	3%	Projected PILOT payments based 3% on agreements
Sales and Use Tax*	14,466,732	15,223,095	16,007,070	17,006,953	17,860,000	18,753,000	19,690,650	20,675,183	21,708,942	5%	5%	5%	5%	5%	Projected annual increases of 3%
Other Non-Prop Taxes	783,240	761,756	838,576	767,464	748,500	770,705	793,569	817,112	841,353	-1%	3%	3%	3%	3%	CPI
Departmental Income	4,022,745	4,050,470	4,940,165	4,105,904	4,866,600	5,021,218	5,182,399	5,350,422	5,525,580	6%	3%	3%	3%	3%	CPI or held constant depending 3% on revenue item
Other Local Revenue	782,748	552,662	555,001	575,710	494,960	527,490	549,907	600,117	630,630	-10%	7%	4%	9%	5%	CPI or held constant depending 5% on revenue item
State Aid - AIM *	5,090,176	4,988,373	4,799,192	4,703,208	7,803,208	4,703,208	4,703,208	4,703,208	4,703,208	15%	-40%	0%	0%	0%	Held constant
State Aid - Mortgage Tax *	418,469	398,710	351,984	304,357	300,000	308,900	318,064	327,500	337,215	-8%	3%	3%	3%	3%	CPI
State Aid Other *	430,739	399,536	476,538	449,559	365,072	348,462	351,823	355,283	358,845	-3%	-5%	1%	1%	1%	CPI or held constant depending on revenue item
Federal Aid*	371,912	306,582	189,833	234,135	144,590	149,128	153,809	158,637	163,616	-18%	3%	3%	3%	3%	CPI
Interfund Transfers	393,622	795,312	632,140	415,123	304,675	296,707	300,317	304,035	307,863	5%	-3%	1%	1%	1%	Decreasing transfers from Debt Service Fund
Total Revenues	\$36,390,196	\$35,036,788	\$36,160,480	\$36,279,115	\$40,477,645	\$38,475,700	\$39,645,744	\$40,898,811	\$42,190,076	3%	-5%	3%	3%	3%	
Nonrecurring Revenues Included in Revenue, Above (List):*															
AIM advancement	-	-	-	-	3,100,000	-	-	-	-						
801 housing PILOT balloon payment	2,270,641	-	-	-	-	-	-	-	-						
Fed Aid, Public Safety Grants	197,730	127,336	56,886	95,493	-	-	-	-	-						
Nonrecurring Revenues	\$2,468,371	\$127,336	\$56,886	\$95,493	\$3,100,000	\$0	\$0	\$0	\$0						
Recurring Revenues	\$33,921,825	\$34,909,452	\$36,103,594	\$36,183,622	\$37,377,645	\$38,475,700	\$39,645,744	\$40,898,811	\$42,190,076						

City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 General Fund Expenditures

						Forecast					Avg. Annual Increase 2008-present	Assumptions 2013/14 - 2016/17				
	2008-09	Actual 2009-10	2010-11	Estimate 2011-12	Adopted 2012-13	2013-14	2014-15	2015-16	2016-17	2013-14		2014-15	2015-16	2016-17	Description	
Expenditures by Object**																
Personal Services*	14,728,081	14,353,890	14,863,736	15,112,434	15,427,128	15,607,102	15,762,677	15,919,809	16,078,511	1%	1%	1%	1%	1% Known and estimated collective bargaining agreements		
Equipment and Capital Outlay*	716,834	479,201	672,393	1,420,135	4,519,026	1,405,500	1,146,000	1,598,500	1,273,000	84%	-69%	-18%	39%	-20% CPI		
Contractual*	5,830,800	4,918,363	5,253,337	5,647,223	6,224,784	6,145,062	6,310,335	6,497,511	6,690,240	2%	-1%	3%	3%	3% CPI		
Debt (Principal and Interest)*	4,033,134	3,794,158	4,546,364	3,309,857	2,762,930	2,887,156	2,959,711	2,940,843	3,150,698	-7%	4%	3%	-1%	7% Per actual debt schedule + projected capital projects		
Employee Benefits*	9,304,533	9,762,112	10,017,216	10,719,098	11,743,602	13,027,860	13,859,171	14,230,601	14,641,485	6%	11%	6%	3%	3% Projected increases for retirement and health insurance		
Interfund Transfers to Other Funds	953,880	1,019,210	1,101,499	1,361,677	1,435,402	1,175,464	1,207,814	1,291,124	1,326,905	11%	-18%	3%	7%	3% CPI		
Total Expenditures (by Object)	\$35,567,262	\$34,326,934	\$36,454,545	\$37,570,425	\$42,112,872	\$40,248,144	\$41,245,709	\$42,478,387	\$43,160,839	4%						
Expenditures By Function**																
General Governmental Support	\$3,849,629	\$3,538,381	\$3,736,789	\$4,041,171	\$4,195,532	\$4,297,406	\$4,407,942	\$4,468,683	\$4,532,772	2%	2%	3%	1%	1% Result of analysis of expenditures by object		
Public Safety	15,205,104	14,398,062	15,447,205	16,043,609	16,677,093	17,485,413	17,959,800	18,111,091	18,269,395	2%	5%	3%	1%	1% Result of analysis of expenditures by object		
Transportation	5,265,925	5,137,519	5,228,135	5,350,907	5,823,426	5,780,492	5,940,352	6,043,080	6,151,414	3%	-1%	3%	2%	2% Result of analysis of expenditures by object		
Economic Opp & Developmt	58,698	52,440	54,183	78,600	59,200	58,691	60,432	62,225	64,071	3%	-1%	3%	3%	3% Result of analysis of expenditures by object		
Culture and Recreation	1,181,007	1,130,994	1,188,578	1,307,385	1,689,415	1,578,880	1,619,176	1,641,275	1,664,556	10%	-7%	3%	1%	1% Result of analysis of expenditures by object		
Home and Community Services	1,228,614	1,313,072	1,193,893	1,280,972	1,407,034	1,388,349	1,428,184	1,453,980	1,481,309	4%	-1%	3%	2%	2% Result of analysis of expenditures by object		
Employee Benefits (retirees only)	3,308,319	3,561,694	3,545,653	3,443,374	3,747,140	4,044,547	4,365,713	4,712,535	5,087,068	3%	8%	8%	8%	8% Result of analysis of expenditures by object		
Debt Service	4,033,134	3,794,158	4,546,364	3,309,857	2,762,930	2,887,156	2,959,711	2,940,843	3,150,698	-7%	4%	3%	-1%	7% Result of analysis of expenditures by object		
Interfund Transfers to Other Funds	1,436,832	1,400,614	1,513,745	2,493,044	5,432,902	2,580,964	2,353,814	2,889,624	2,599,905	47%	-52%	-9%	23%	-10% Result of analysis of expenditures by object		
Other	-	-	-	221,506	318,200	146,246	150,584	155,052	159,652	#DIV/0!	-54%	3%	3%	3% Includes contingency		
Total Expenditures (by Function)	\$35,567,262	\$34,326,934	\$36,454,545	\$37,570,425	\$42,112,872	\$40,248,144	\$41,245,709	\$42,478,387	\$43,160,839	4%						
						\$ 40,535,945	\$ 41,323,215	\$ 42,042,525	\$ 42,779,677							
Nonrecurring Expenditures Included Above (List):																
Transfer to Capital Reserve Fund	-	-	-	-	3,100,000	-	-	-	-							
Fire / Police grant expenditures	219,700	141,484	63,207	106,103	-	-	-	-	-							
Nonrecurring Expenditures	\$219,700	\$141,484	\$63,207	\$106,103	\$3,100,000	\$0	\$0	\$0	\$0							

City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 General Fund Surplus (Deficit), Reserves, and Impact of Local Actions

	Actual		2010-11	Estimate 2011-12	Adopted 2012-13	Forecast			
	2008-09	2009-10				2013-14	2014-15	2015-16	2016-17
Surplus (Deficit)	\$ 822,934	\$ 709,854	\$ (294,065)	\$ (1,291,310)	\$ (1,635,227)	\$ (1,772,444)	\$ (1,599,964)	\$ (1,579,576)	\$ (970,763)
Budgetary Reserves and Other Net Assets*									
Fund Equity, Beg. of Year	\$ 10,449,313	\$ 11,330,181	\$ 12,132,926	\$ 11,838,861	\$ 10,547,551	\$ 12,012,324	\$ 10,239,880	\$ 8,639,916	\$ 7,060,340
Fund Equity, End of Year	\$ 11,272,247	\$ 12,040,035	\$ 11,838,861	\$ 10,547,551	\$ 12,012,324	\$ 10,239,880	\$ 8,639,916	\$ 7,060,340	\$ 6,089,577
Reserved Fund Balance - Capital	\$ 891,436	\$ 910,162	\$ 755,354	\$ 321,654	\$ 3,367,454	\$ 3,367,454	\$ 3,367,454	\$ 3,367,454	\$ 3,392,454
Reserved Fund Balance - Encumbrances	\$ 190,390	\$ 132,944	\$ 70,984	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Unreserved Fund Balance - Appropriated	\$ 1,165,000	\$ 700,000	\$ 1,496,223	\$ 1,581,027	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Unappropriated	\$ 9,025,421	\$ 10,296,929	\$ 9,516,300	\$ 8,519,870	\$ 8,519,870	\$ 6,747,426	\$ 5,147,462	\$ 3,567,886	\$ 2,572,123
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	29.08%	30.41%	30.35%	24.95%	22.14%	17.02%	12.59%	8.46%	5.98%
Potential Strategies to Promote Fiscal Balance									
<i>Describe Recurring Local Actions:</i>									
Increase property tax levy by 2% - FY 13/14						\$ 146,008	\$ 146,008	\$ 146,008	\$ 146,008
Increase property tax levy by 2% - FY 14/15						\$ -	\$ 148,928	\$ 148,928	\$ 148,928
Increase property tax levy by 2% - FY 15/16						\$ -	\$ -	\$ 151,907	\$ 151,907
Increase property tax levy by 2% - FY 16/17						\$ -	\$ -	\$ -	\$ 154,945
Reduce departmental operating expenses						\$ -	\$ -	\$ -	\$ -
Cut/delay proposed capital projects						\$ -	\$ -	\$ -	\$ -
Departmental income - increase fees						\$ -	\$ -	\$ -	\$ -
<i>Describe Nonrecurring Local Actions:</i>									
Appropriate unreserved fund balance					\$ 1,581,027	\$ 832,236	\$ 750,828	\$ -	\$ -
Appropriate reserved fund balance					\$ 54,200	\$ 54,200	\$ 54,200	\$ 54,200	\$ 29,200
Appropriate reserved fund balance						\$ 740,000	\$ 500,000	\$ 1,135,000	\$ 725,000
<i>Describe State Actions:</i>									
<i>Describe Other Actions:</i>									
Total Effect of Potential Strategies to Promote Fiscal Balance					\$ 1,635,227	\$ 1,772,444	\$ 1,599,964	\$ 1,636,043	\$ 1,355,988
Fiscal Condition <u>AFTER</u> Adjusting for Effects of All Strategies to Promote Fiscal Balance									
New Surplus (Deficit)	\$ 822,934	\$ 709,854	\$ (294,065)	\$ (1,291,310)	\$ (1,635,227)	\$ -	\$ -	\$ 56,467	\$ 385,225
Fund Equity, Beg. of Year	\$ 10,449,313	\$ 11,330,181	\$ 12,132,926	\$ 11,838,861	\$ 10,547,551	\$ 12,012,324	\$ 10,385,888	\$ 9,080,861	\$ 7,948,128
Fund Equity, End of Year	\$ 11,272,247	\$ 12,040,035	\$ 11,838,861	\$ 10,547,551	\$ 12,012,324	\$ 10,385,888	\$ 9,080,861	\$ 7,948,128	\$ 7,579,154
Reserved Fund Balance - Capital	\$ 891,436	\$ 910,162	\$ 755,354	\$ 321,654	\$ 3,367,454	\$ 2,573,254	\$ 2,019,054	\$ 829,854	\$ 100,654
Reserved Fund Balance - Encumbrances	\$ 190,390	\$ 132,944	\$ 70,984	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Unreserved Fund Balance - Appropriated	\$ 1,165,000	\$ 700,000	\$ 1,496,223	\$ 1,581,027	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance	\$ 9,025,421	\$ 10,296,929	\$ 9,516,300	\$ 8,519,870	\$ 8,519,870	\$ 7,687,634	\$ 6,936,807	\$ 6,993,274	\$ 7,353,500
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	29.08%	30.41%	30.35%	24.95%	22.14%	19.39%	16.96%	16.58%	17.09%

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City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 Sewer Fund

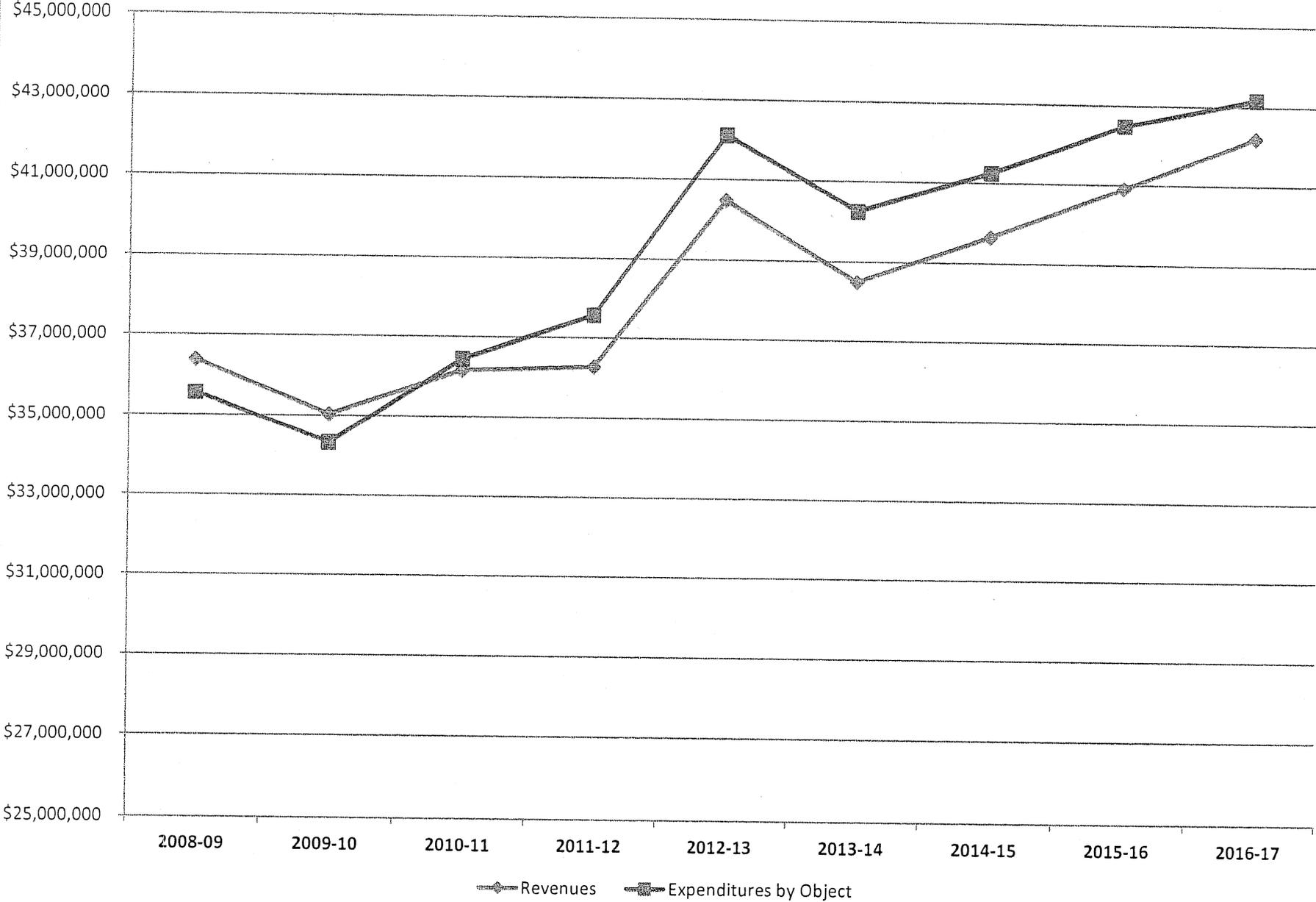
	Actual				Estimate 2011-12	Adopted 2012-13	Forecast			
	2008-09	2009-10	2010-11	2011-12			2013-14	2014-15	2015-16	2016-17
Revenues										
Real Property Tax and Tax Items *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Rents and Charges	\$ 4,252,146	\$ 4,407,798	\$ 5,017,475	\$ 5,109,872	\$ 4,729,520	\$ 4,935,434	\$ 4,962,875	\$ 5,005,690	\$ 5,019,261	
Other (Interest, Penalties, Misc.)	\$ 110,406	\$ 104,520	\$ 96,701	\$ 83,639	\$ 88,200	\$ 86,384	\$ 86,573	\$ 86,768	\$ 86,969	
Interfund Transfers	\$ 12,129	\$ 526,105	\$ 84,284	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	
Total Revenues	\$ 4,374,681	\$ 5,038,423	\$ 5,198,460	\$ 5,194,511	\$ 4,818,720	\$ 5,022,818	\$ 5,050,448	\$ 5,093,459	\$ 5,107,230	
Expenditures										
Personal Services*	\$ 1,033,869	\$ 1,022,613	\$ 1,013,292	\$ 1,029,863	\$ 1,131,421	\$ 1,142,735	\$ 1,154,163	\$ 1,165,704	\$ 1,177,361	
Equipment and Capital Outlay *	\$ 23,126	\$ 85,794	\$ 50,084	\$ 112,771	\$ 115,580	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Contractual *	\$ 1,567,749	\$ 1,668,445	\$ 1,779,463	\$ 1,766,903	\$ 1,935,489	\$ 1,992,908	\$ 2,052,031	\$ 2,112,907	\$ 2,175,589	
Debt Service (Principal and Interest) *	\$ 707,685	\$ 683,416	\$ 692,420	\$ 647,211	\$ 586,103	\$ 1,000,407	\$ 1,010,407	\$ 1,006,826	\$ 1,023,604	
Employee Benefits *	\$ 582,245	\$ 651,886	\$ 633,337	\$ 598,566	\$ 713,016	\$ 778,127	\$ 824,933	\$ 843,645	\$ 864,996	
Interfund Transfers to Other Funds *	\$ -	\$ 306,436	\$ 877,502	\$ 730,000	\$ 845,000	\$ 235,000	\$ 40,000	\$ 120,000	\$ 115,000	
Total Expenditures	\$ 3,914,674	\$ 4,418,590	\$ 5,046,098	\$ 4,885,313	\$ 5,326,609	\$ 5,199,178	\$ 5,131,533	\$ 5,299,083	\$ 5,406,551	
Surplus (Deficit)	\$ 460,007	\$ 619,833	\$ 152,362	\$ 309,198	\$ (507,889)	\$ (176,359)	\$ (81,085)	\$ (205,625)	\$ (299,321)	
Potential Strategies to Promote Fiscal Balance										
<i>Describe Local Actions</i>										
Increase sewer rates (FY 13/14 = 4.5%)						\$ 164,781	\$ 164,781	\$ 164,781	\$ 164,781	
Increase sewer rates (FY 14/15 = -2.5%)						\$ -	\$ (94,986)	\$ (94,986)	\$ (94,986)	
Increase sewer rates (FY 15/16 = 3.6%)						\$ -	\$ -	\$ 132,684	\$ 132,684	
Increase sewer rates (FY 16/17 = 2.5%)						\$ -	\$ -	\$ -	\$ 96,841	
Appropriate debt reserve fund balance					\$ 39,509	\$ 11,578	\$ 11,290	\$ 3,145	\$ -	
Appropriate fund balance					\$ 468,380	\$ -	\$ -	\$ -	\$ -	
<i>Describe State Actions</i>										
<i>Describe Other Actions</i>										
Total Effect of Strategies to Promote Fiscal Balance					\$ 507,889	\$ 176,359	\$ 81,085	\$ 205,625	\$ 299,321	
Budgetary Reserves and Other Net Assets										
Fund Equity, Beg. of Year	\$ 404,550	\$ 864,557	\$ 1,484,390	\$ 1,636,752	\$ 1,945,950	\$ 1,438,061	\$ 1,261,701	\$ 1,180,616	\$ 974,991	
Fund Equity, End of Year	\$ 864,557	\$ 1,484,390	\$ 1,636,752	\$ 1,945,950	\$ 1,438,061	\$ 1,261,701	\$ 1,180,616	\$ 974,991	\$ 675,670	
Reserved Fund Balance - Debt Service	\$ -	\$ 236,394	\$ 150,287	\$ 65,522	\$ 26,013	\$ 14,435	\$ 3,145	\$ -	\$ -	
Reserved Fund Balance - Encumbrances	\$ 125,545	\$ 94,211	\$ 24,377	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Unreserved Fund Balance - Appropriated	\$ -	\$ -	\$ 12,114	\$ 468,380	\$ -	\$ -	\$ -	\$ -	\$ -	
Unreserved Fund Balance	\$ 739,012	\$ 1,153,785	\$ 1,449,974	\$ 1,362,048	\$ 1,362,048	\$ 1,197,266	\$ 1,127,471	\$ 924,991	\$ 625,670	
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance										
New Surplus (Deficit)					\$ (468,380)	\$ -	\$ -	\$ -	\$ -	
Fund Equity, Beg. of Year					\$ 1,945,950	\$ 1,438,061	\$ 1,438,061	\$ 1,438,061	\$ 1,438,061	
Fund Equity, End of Year					\$ 1,438,061	\$ 1,438,061	\$ 1,438,061	\$ 1,438,061	\$ 1,438,061	
Reserved Fund Balances					\$ 76,013	\$ 64,435	\$ 50,000	\$ 50,000	\$ 50,000	
Unreserved Fund Balance					\$ 1,362,048	\$ 1,373,626	\$ 1,388,061	\$ 1,388,061	\$ 1,388,061	

City of Watertown
 Five Year Financial Plan, Fiscal Years 2012/13 through 2016/17
 Employment / Salary Negotiations

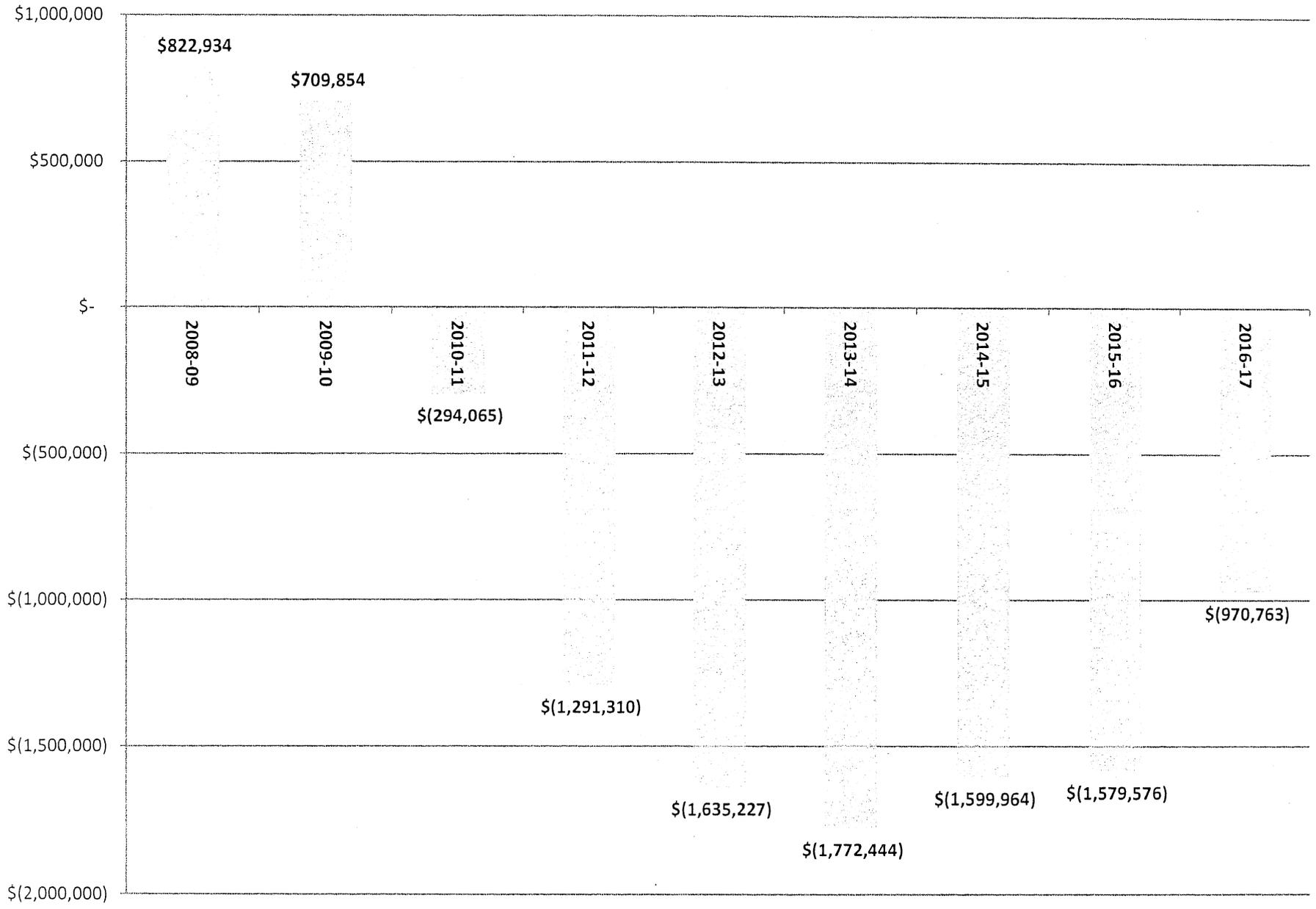
Bargaining Unit	Date of Contract	Length of Contract	Actual		Adopted			Forecast			
			2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
Police	7/1/2012	3 years	3.50%	2.50%	2.50%	2.00%	2.00%	2.00%	1.00%	1.00%	1.00%
Fire	7/1/2009	2 years	3.50%	0.00%	3.00%	2.00%	2.00%	2.00%	1.00%	1.00%	1.00%
CSEA	7/1/2010	3 years	2.50%	2.50%	1.50%	1.50%	2.00%	1.00%	1.00%	1.00%	1.00%
IBEW	7/1/2010	3 years	3.25%	3.25%	0.00%	2.00%	2.50%	1.00%	1.00%	1.00%	1.00%
Number of Employees*											
Total			459	435	430	432	426	426	426	426	426
Full-time			334	318	314	316	322	322	322	322	322
Part-time			30	31	35	35	35	35	35	35	35
Seasonal			95	86	81	81	69	69	69	69	69
Full-time equivalents (FTE's)			374	370	359	361	361	361	361	361	361

General Fund: Revenues and Expenditures

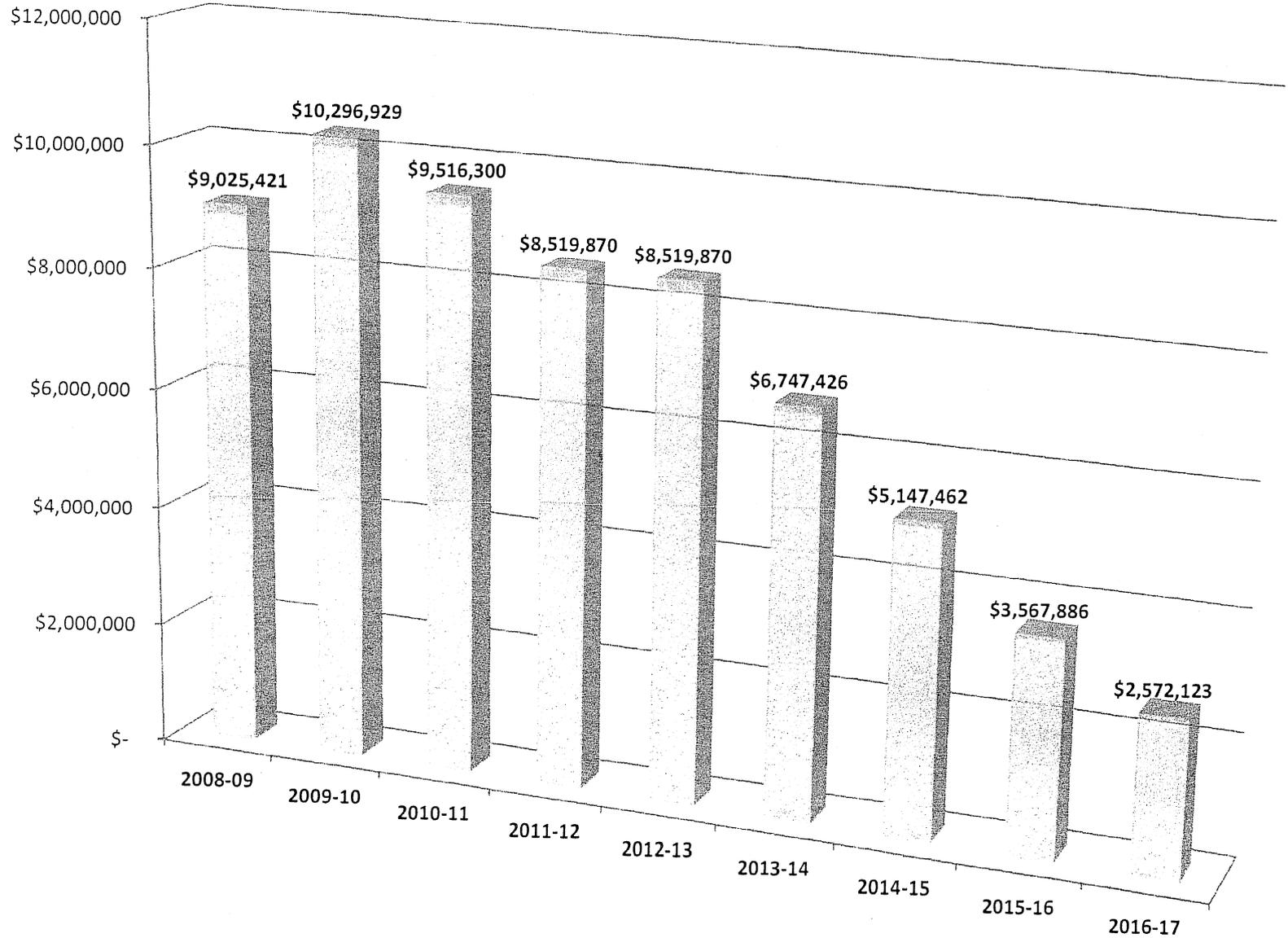
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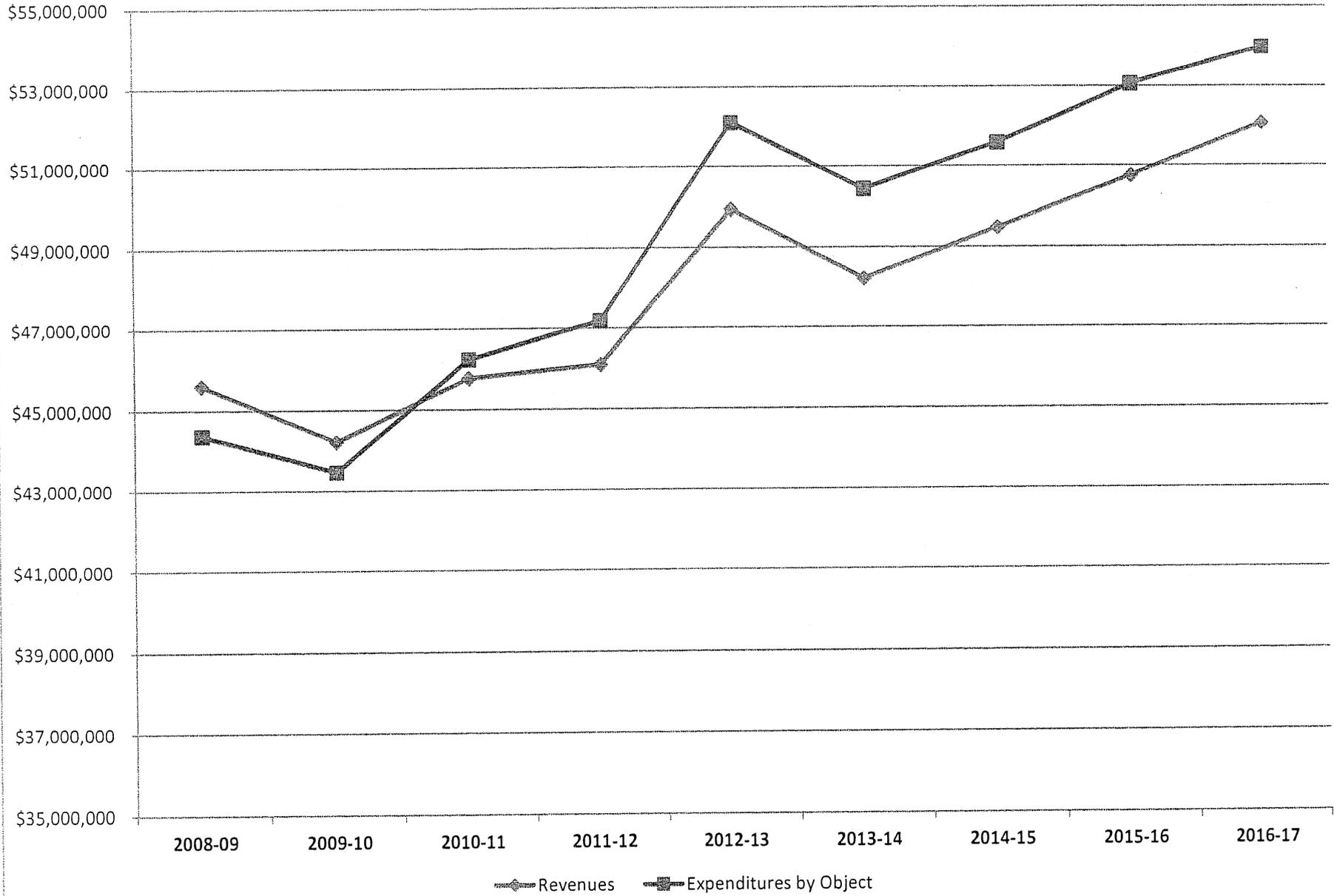
General Fund: Surplus (Deficit)



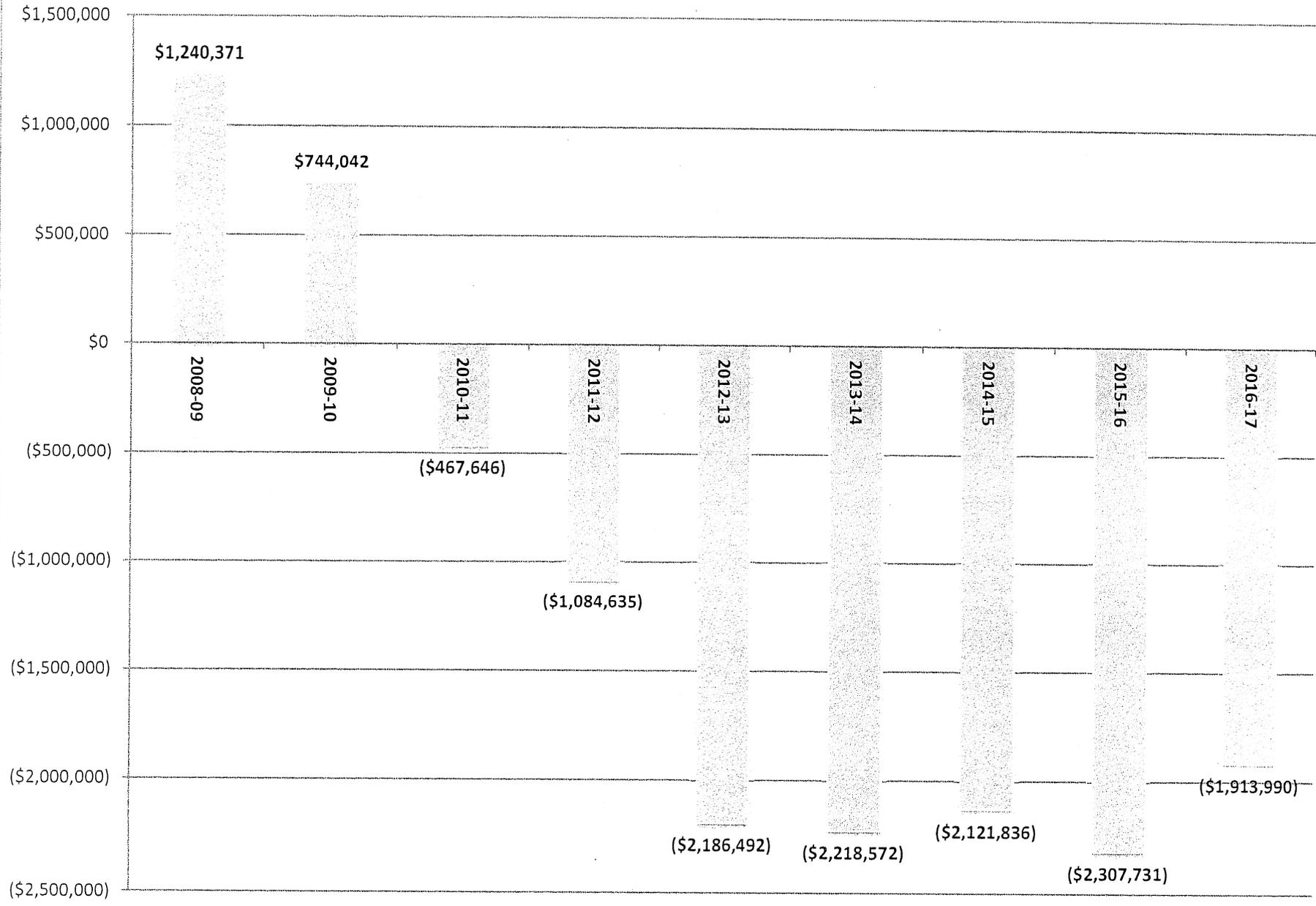
General Fund Unreserved - Unappropriated Ending Fund Balance (Actual and Projected)



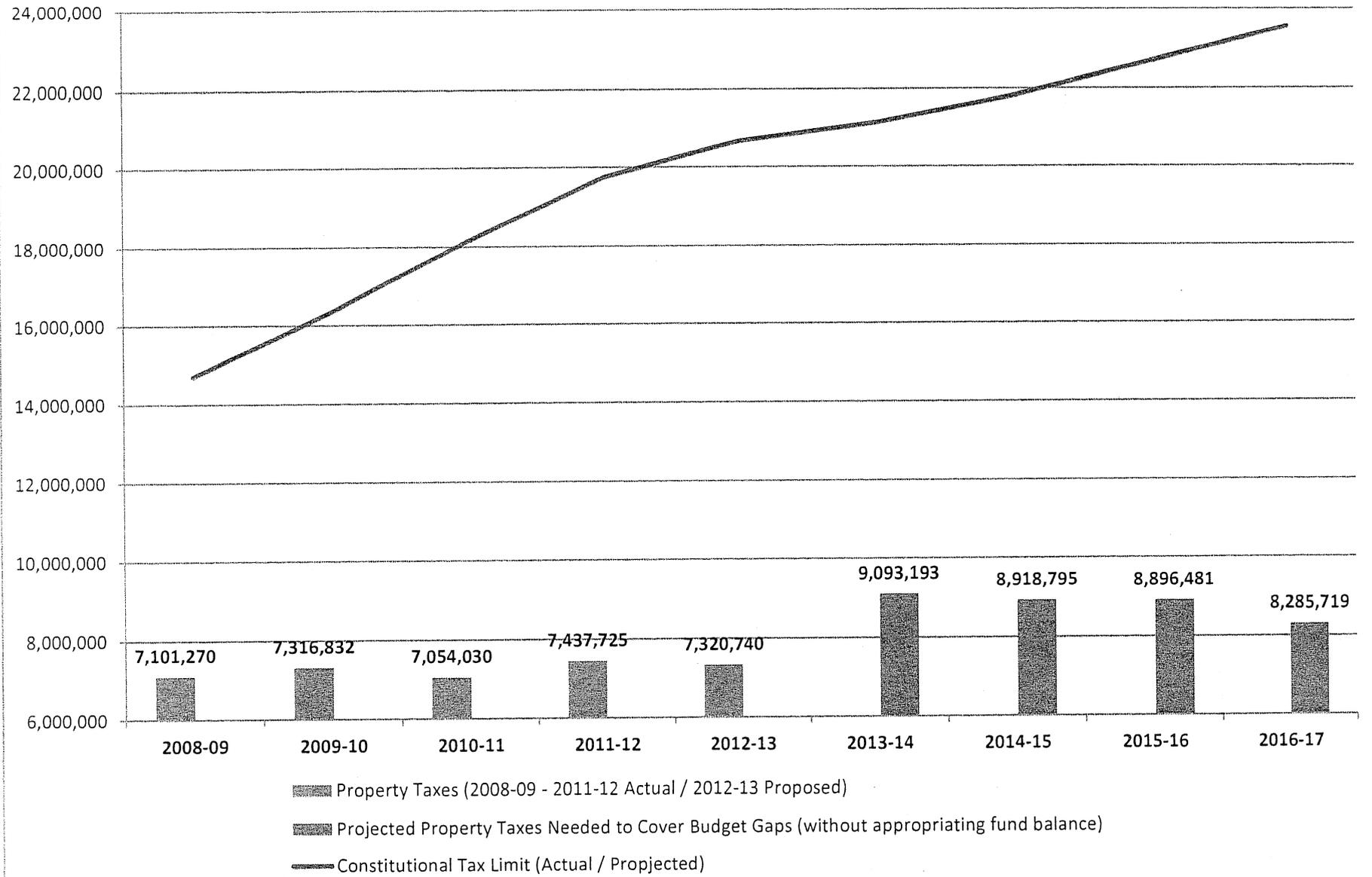
Major Funds: Revenues and Expenditures



Major Funds: Surplus (Deficit)



Property Tax Levy Necessary to Cover Projected Budget Gaps



EXEMPTION
IMPACT
REPORT

City of Watertown 2012 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) \$10,542,800 - 0.72% # of parcels 3 PILOT Payments \$0 Impact* \$7.86 STATE MANDATED	Real property that is owned by the U.S. Government.
NYS OWNED - RPTL §404(1) \$20,789,550 - 1.41% # of parcels 33 PILOT Payments \$0 Impact* \$15.34 STATE MANDATED	Real property owned by the State of New York or any of its departments or agencies.
CITY OWNED - RPTL §406(1) \$83,243,400 - 5.66% # of parcels 209 PILOT Payments \$0 Impact* \$57.96 STATE MANDATED	Real property that is owned by a city, is located within the boundaries of the owning municipal corporation, and is held for public use.
COUNTY OWNED - RPTL §406(1) \$35,709,300 - 2.43% # of parcels 108 PILOT Payments \$0 Impact* \$25.98 STATE MANDATED	Real property that is owned by a county, is located within the boundaries of the owning municipal corporation, and is held for public use.
SCHOOLPROP - RPTL §408 \$35,692,000 - 2.43% # of parcels 11 PILOT Payments \$0 Impact* \$25.97 STATE MANDATED	Real property owned by a school district or Board of Cooperative Educational Services (BOCES).
Ind Develop Agency - RPTL §412-a & Gen Muny L §874 \$12,255,300 - 0.83% # of parcels 6 PILOT Payments \$67,433 Impact* \$2.18 STATE MANDATED	Real property that is owned or under the control of a municipal industrial development agency (IDA) and is located and used as required.

*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 \$106,292 and a tax levy of \$7,373,240 (Final).

City of Watertown 2012 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
NotForProfit-Char - RPTL §420-a \$6,195,200 - 0.42% # of parcels 6 PILOT Payments \$0 Impact* \$4.64 STATE MANDATED	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.
NotForProfit-Educ - RPTL §420-a \$1,334,600 - 0.09% # of parcels 3 PILOT Payments \$0 Impact* \$1.00 STATE MANDATED	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.
NotForProfit-Hosp - RPTL §420-a \$61,482,150 - 4.18% # of parcels 16 PILOT Payments \$0 Impact* \$43.67 STATE MANDATED	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.
NotForProfit-Moral - RPTL §420-a \$11,034,500 - 0.75% # of parcels 18 PILOT Payments \$0 Impact* \$8.22 STATE MANDATED	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.
NotForProfit-Relig - RPTL §420-a \$43,085,520 - 2.93% # of parcels 61 PILOT Payments \$0 Impact* \$31.13 STATE MANDATED	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.
HOSTEL - RPTL §422 \$4,254,150 - 0.29% # of parcels 25 PILOT Payments \$0 Impact* \$3.19 STATE MANDATED	Real property owned by certain private housing companies that is used for a hostel for the mentally ill or retarded.

*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 \$106,292 and a tax levy of \$7,373,240 (Final).

City of Waterlooville 2012 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>NOPROF-HSG - RPTL §422 \$8,568,700 - 0.58% # of parcels 4 PILOT Payments \$0 Impact* \$6.40 STATE MANDATED</p>	<p>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.</p>
<p>NPROFNURSG - RPTL §422 \$21,170,700 - 1.44% # of parcels 1 PILOT Payments \$0 Impact* \$15.62 STATE MANDATED</p>	<p>Real property owned by certain private housing companies that is used for a nursing home or other health-related facility for low-income persons.</p>
<p>CEMTRYASSC - RPTL §446 \$285,500 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.21 STATE MANDATED</p>	<p>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.</p>
<p>Veterans Organization - RPTL §452 \$691,100 - 0.05% # of parcels 2 PILOT Payments \$0 Impact* \$0.52 STATE MANDATED</p>	<p>Real property owned by a corporation, association, or post of war veterans of the U.S. Armed Forces (such as the American Legion).</p>
<p>CLERGY - RPTL §460 \$4,500 - 0.00% # of parcels 3 PILOT Payments \$0 Impact* \$0.00 STATE MANDATED</p>	<p>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.</p>
<p>Religious Residence - RPTL §462 \$1,395,700 - 0.09% # of parcels 9 PILOT Payments \$0 Impact* \$1.05 STATE MANDATED</p>	<p>Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.</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 \$106,292 and a tax levy of \$7,373,240 (Final).

City of Watertown 2012 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) \$1,530,800 - 0.10% # of parcels 2 PILOT Payments \$0 Impact* \$1.15 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* \$1.91 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 \$361,808,623

of parcels 522

% of assessment roll 24.60%

PILOT payments \$67,433.00

Impact* \$254.00

Name - Legal Authority	Description
PHFL Article 5 - PHFL §125, §127 \$13,629,750 - 0.93% # of parcels 13 PILOT Payments \$37,872 Impact* \$6.23 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.

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.
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*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 \$106,292 and a tax levy of \$7,373,240 (Final).

City of Watertown 2012 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>Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6) \$19,807,200 - 1.35% # of parcels 10 PILOT Payments \$39,000 Impact* \$10.65 LOCAL OPTION</p>	<p>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.</p>
<p>Town O/S Limits - RPTL §406(2) \$250,000 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.19 LOCAL OPTION</p>	<p>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.</p>
<p>NotForProfit-Permis - RPTL §420-b \$514,800 - 0.04% # of parcels 1 PILOT Payments \$0 Impact* \$0.39 LOCAL OPTION</p>	<p>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).</p>
<p>Home Imp 421-F City - RPTL §421-f \$352,702 - 0.02% # of parcels 8 PILOT Payments \$0 Impact* \$0.27 LOCAL OPTION</p>	<p>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.</p>
<p>Home Imp 421-F City &S - RPTL §421-f \$631,611 - 0.04% # of parcels 49 PILOT Payments \$0 Impact* \$0.48 LOCAL OPTION</p>	<p>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.</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 \$106,292 and a tax levy of \$7,373,240 (Final) .

City of Watertown 2012 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>% VET CT - RPTL §458 \$2,467,255 - 0.17% # of parcels 61 PILOT Payments \$0 Impact* \$1.85 LOCAL OPTION</p>	<p>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.</p>
<p>VETFUNDC/T - RPTL §458 \$29,100 - 0.00% # of parcels 14 PILOT Payments \$0 Impact* \$0.02 LOCAL OPTION</p>	<p>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".</p>
<p>VET COM CT - RPTL §458-a \$12,084,331 - 0.82% # of parcels 566 PILOT Payments \$0 Impact* \$8.99 LOCAL OPTION</p>	<p>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.</p>
<p>VET DIS CT - RPTL §458-a \$4,826,956 - 0.33% # of parcels 210 PILOT Payments \$0 Impact* \$3.62 LOCAL OPTION</p>	<p>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.</p>
<p>VET WAR CT - RPTL §458-a \$5,325,570 - 0.36% # of parcels 413 PILOT Payments \$0 Impact* \$3.99 LOCAL OPTION</p>	<p>The primary residence of a veteran of the United States Armed Services who actively served during a period of war.</p>
<p>AGED C/T - RPTL §467 \$84,705 - 0.01% # of parcels 3 PILOT Payments \$0 Impact* \$0.06 LOCAL OPTION</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 \$106,292 and a tax levy of \$7,373,240 (Final).

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/S - RPTL §467 \$3,108,540 - 0.21% # of parcels 114 PILOT Payments \$0 Impact* \$2.33 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 \$8,477,623 - 0.58% # of parcels 38 PILOT Payments \$0 Impact* \$6.33 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 \$16,255,191 - 1.11% # of parcels 28 PILOT Payments \$0 Impact* \$12.05 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 \$88,862,434
of parcels 1530
% of assessment roll 6.04%
PILOT payments \$76,872.00
Impact* \$58.22

Grand Totals for All Exemptions

Exempt amount \$450,671,057
of parcels 2052
% of assessment roll 30.64%
PILOT payments \$144,305.00
Impact* \$312.22

*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 \$106,292 and a tax levy of \$7,373,240 (Final).