2016-2017 ADOPTED BUDGET
CITY OF WATERTOWN

CITY OF WATERTOWN
NEW YORK

2016-17 BUDGET

City Council

Joseph M. Butler, Jr., Mayor
Cody J. Horbacz Stephen A. Jennings
Teresa R. Macaluso Mark C. Walczyk

City Manager

Sharon Addison

City Management Team

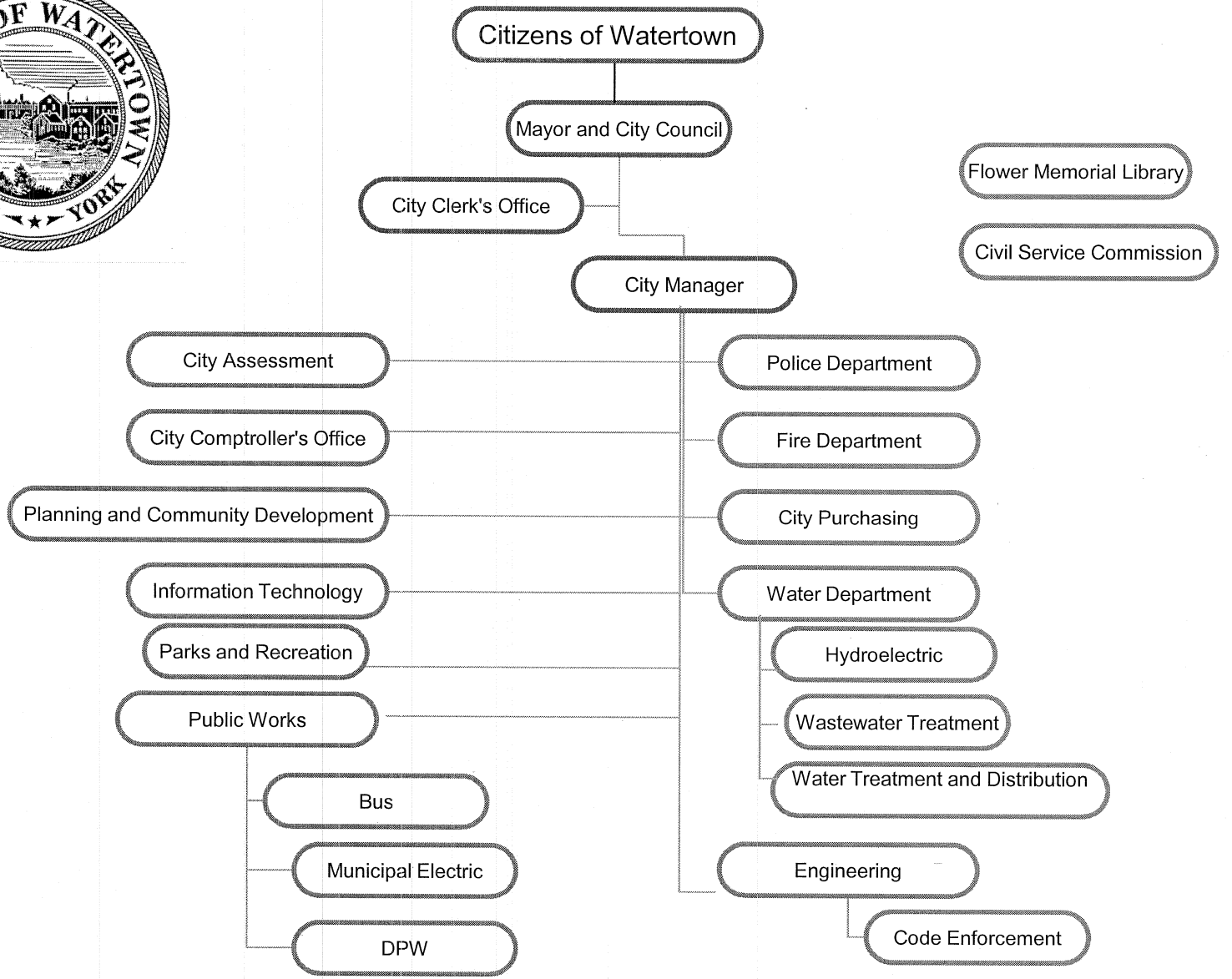
City Assessor, Brian S. Phelps
City Clerk, Ann M. Saunders
City Comptroller, James E. Mills
City Engineer, Justin L. Wood
Executive Secretary to Civil Service, Amie L. Davis
Fire Chief, Dale C. Herman
Human Resources Manager, Matthew D. Roy
Information Technology Manager, David S. Wurzburg
Library Director, Yvonne Reff
Planning & Community Development Director, Michael A. Lumbis
Police Chief, Charles P. Donoghue
Purchasing Manager, Amy M. Pastuf
Superintendent of Parks & Recreation, Erin E. Gardner
Superintendent of Public Works, Eugene P. Hayes
Superintendent of Water, Michael J. Sligar

City Counsel, Slye Law Firm
Confidential Secretary to the City Manager, Elaine Giso

City Profile

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2014 Census estimate)	27,590
Population Density (per acre)	4.59
Land Area (square miles)	9.4
Annual Unemployment Rate (City) 2015	5.9%
2015 Equalized Full Value of Real Property @ 88%	$1,749,167,277
Median Household Income (2013)	$38,004
Building/Maintenance Permits Issued (2015)	819 Permits - $21,265,994 value
Miles of Street	95.4
Number of Acres of Parks and Playgrounds	497
Number of Streetlights	2,632
Public Utilities (number of active accounts)	
Water and Sewer	8,970
Bond Rating (General Obligation Bonds)	Moody's Investor Services Aa3
Number of Employees	
Full Time	322
Part Time	39

1869


Citizens of Watertown
Mayor and City Council
City Clerk's Office
Flower Memorial Library
Civil Service Commission
City Manager
City Assessment
City Comptroller's Office
Planning and Community Development
Information Technology
Parks and Recreation
Public Works
Bus
Municipal Electric
DPW
Police Department
Fire Department
City Purchasing
Water Department
Hydroelectric
Wastewater Treatment
Water Treatment and Distribution
Engineering
Code Enforcement

City of Watertown
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April 15, 2015

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Introduction of Proposed Budget for Fiscal Year 2016/2017

Submitted for your consideration is my recommendation for the FY 2016/2017 Budget. The preparation of this proposal has been a collaborative effort between my office, the City Comptroller and the Department Heads. The focus of our collective efforts has been to maintain critical infrastructure and essential services at minimal cost to the residents and businesses. I want to express my appreciation and gratitude for the City's leadership team – it is their expertise and wisdom that guided the development and polishing of this proposal. The total proposed combined operating budget is $42,043,270, resulting in a real property tax levy increase of 14.67%. The Proposed Budget is a responsible plan which achieves these goals within a 2.33% increase over FY 2015/2016's Adopted Budget. I also recommend that Council take the necessary steps to structurally balance the budget this fiscal year and forgo appropriating General Fund fund balance to offset the tax levy increase.

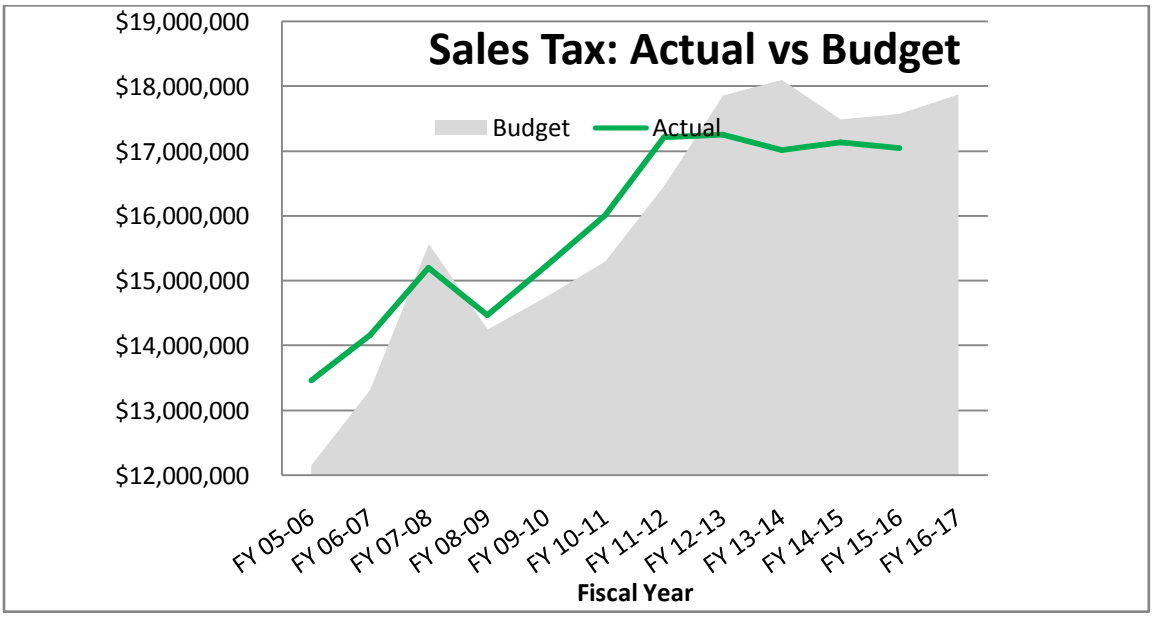
This is the fifth budget submission which required adherence to the Property Tax Cap, as signed into law by Governor Cuomo in 2011. The Tax Cap was established to limit local government's overall growth of the property tax levy to 2% or the rate of inflation, whichever is less. The development of the Tax Cap gives residents the opportunity to work with Council to measure the real value of government services and resulting impact on daily lives. However, property taxes are one of the few non-volatile sources of revenue for the City and, for FY 2016/2017, the allowable tax levy increase of .92%, or $77,665, is drastically less than the 14.67% gap between revenue and expenditures. It is evident that the Tax Cap is so restrictive this year that Council should elect to override this limit to enable the provision of services and maintenance of infrastructure as detailed in this proposal. In so doing, Council must adopt a local law prior to adopting the Proposed Budget and allow for a public hearing to hear comments from residents.

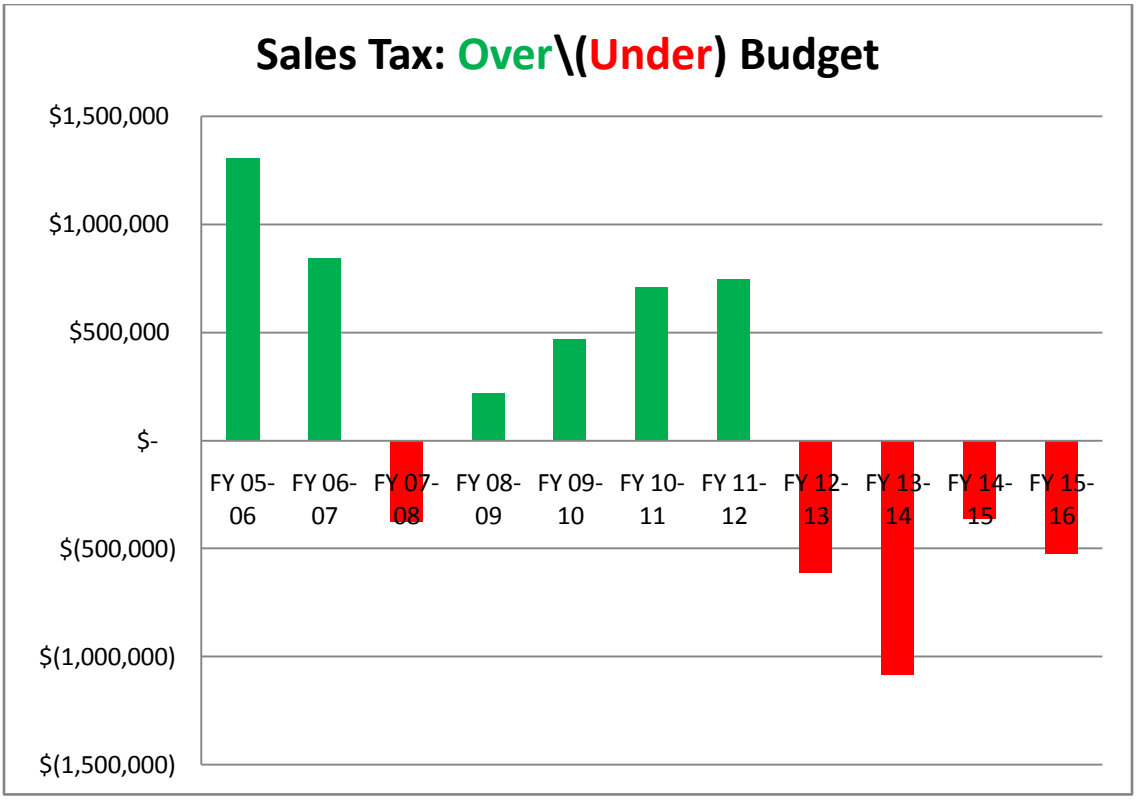
In addition to the real property tax, which comprises just over 20% of the City's revenues, this proposal sets forth realistic expectations on projections for additional revenue sources. Unlike real property tax, the other revenue sources are considered volatile such that increases and decreases are subject to changes in the economy, Fort Drum deployments, fluctuations of the Canadian dollar, or flows of the Black River. Sales tax revenue, which makes up 43% of the City's budget, has continued to underperform the projections for the previous four years. Although the County's sales tax increased to 4% as of December 1, 2015, the first quarter to quarter comparison reported an increase of 6.29% which is less than the straight-forward 6.67% the change in rate generates (3.75% to 4.00%). Additional sources of revenue including gross receipts utility tax, mortgage tax, hotel occupancy tax, cable franchise tax, and State aid remain stagnant or continue to trend downward. Additional detail on these revenue sources will be provided later in this message. The gap between projected expenses and revenues this fiscal year is magnified because of a number of things: the continued decline of volatile revenue sources over the

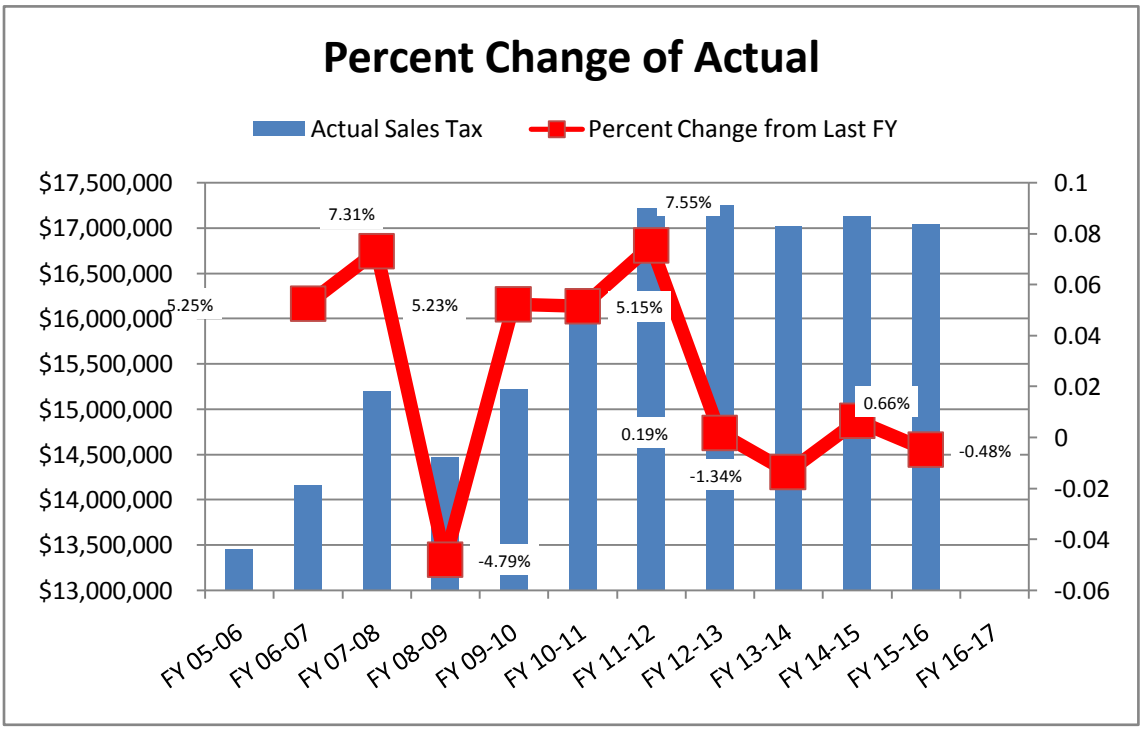
past few years, the reliance on appropriations of General Fund fund balance instead of increasing the tax levy, and increased spending.

Annually, Moody's Investors Service evaluates the City against its credit quality of US local government General Obligation debt. Upon entering FY 2015/2016, Moody's confirmed the City an Aa3 rating. The Aa3 rating reflects the City's solid financial reserves despite volatile revenue sources and enables the bonding for capital projects at extremely low interest rates. The risk of lowering this rating would harm the City's bonding ability at reasonable interest rates. Factors that could contribute to a lower rating include decreasing the General Fund fund balance below FY 2015 and FY 2016 levels and failure to structurally balance the FY 2016/2017 budget. In FY 2015/16, debt of $10,000,000 was issued for renovations to the municipal Arena; however, the Tax Cap of 1.88% was not pierced to account for this increased debt burden. An appropriation from the General Fund fund balance was made to offset the tax levy increase, and Council also elected to increase the appropriation to compensate for the FY 2015/16 Arena debt service of approximately $600,000. This decision has complicated the projected funding of the Arena renovations, such that nearly half of this year's 14.67% tax levy increase is a result of the uncorrected debt service.

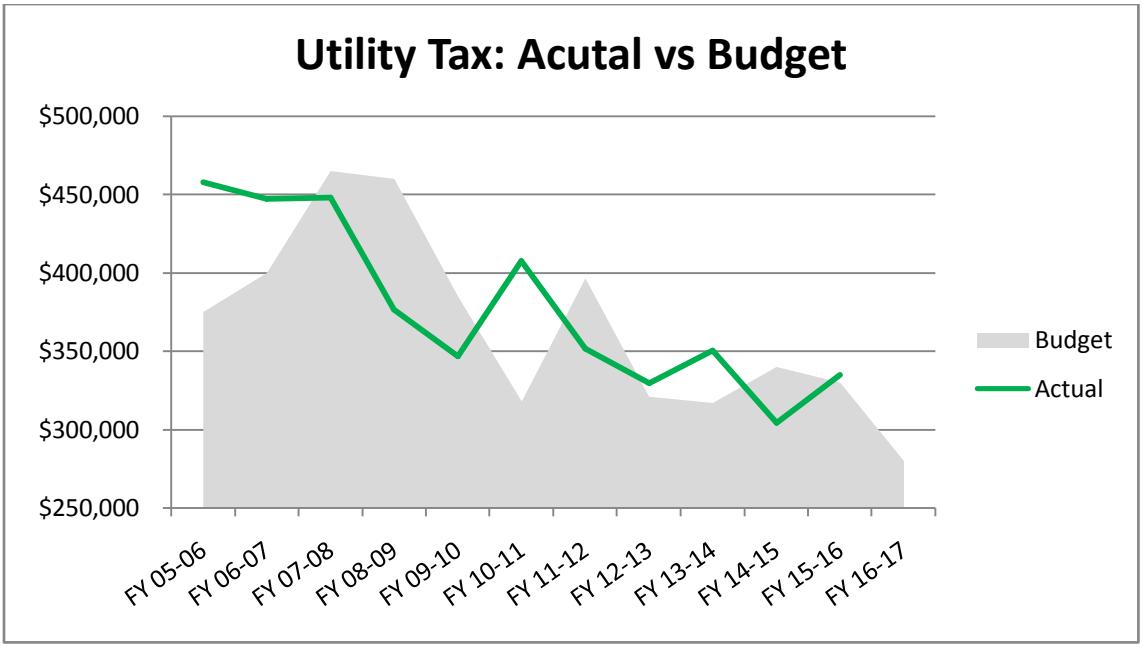
It is necessary to establish reasonable projections of revenue in this proposal and for the future plan. For sales tax revenue, it is imperative that the estimated projection budgeted for FY 2016/2017 and out years, be established in a more cautious and conservative manner than has been done in past budgets. This source of revenue has continued to underperform projections for the past four years, totaling a loss of more than $2.5 million in anticipated revenue. The deficit is further compounded when the budgeted sales tax projection is predicated on the expected revenue performance from the prior fiscal year. For this year's proposal, we estimate a 4.85% growth in sales tax revenue over the expected FY 2015/16 actual sales tax revenue which incorporates the County's increased sales tax rate of 4.00% effective December 1, 2015. The City's estimated FY 2016/2017 sales tax revenue is consistent with the County's 2016 budgeted projection. As of the end of February 2016, sales tax revenue is $563,851 less than the FY 2015/2016 projection. It is unlikely that this revenue will be realized by June 2016.



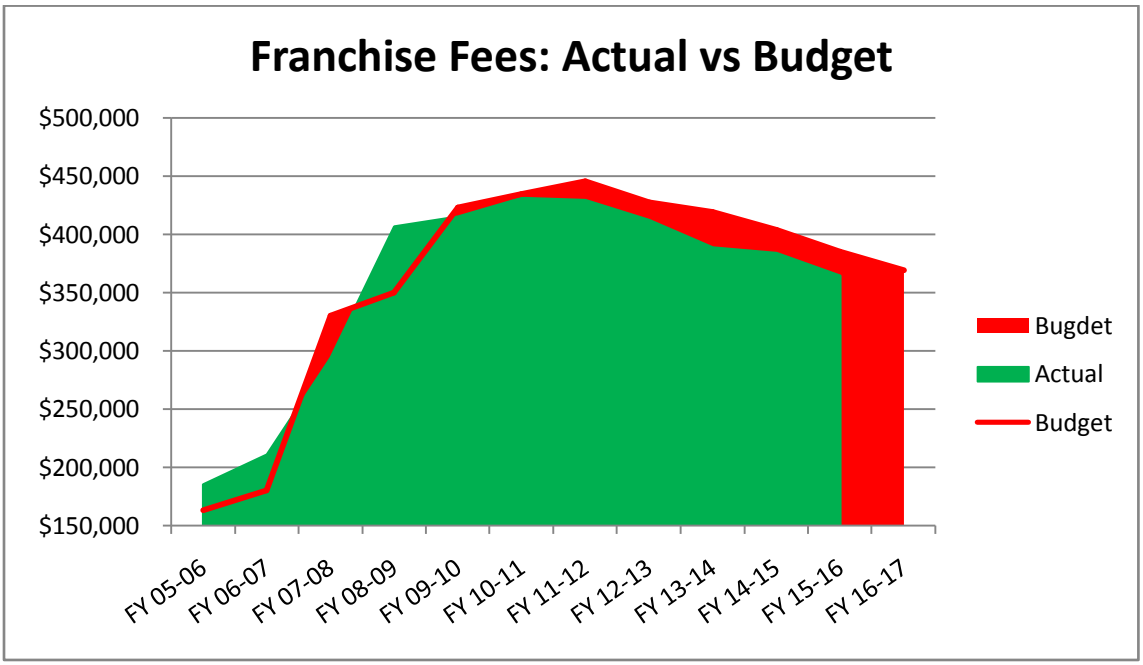




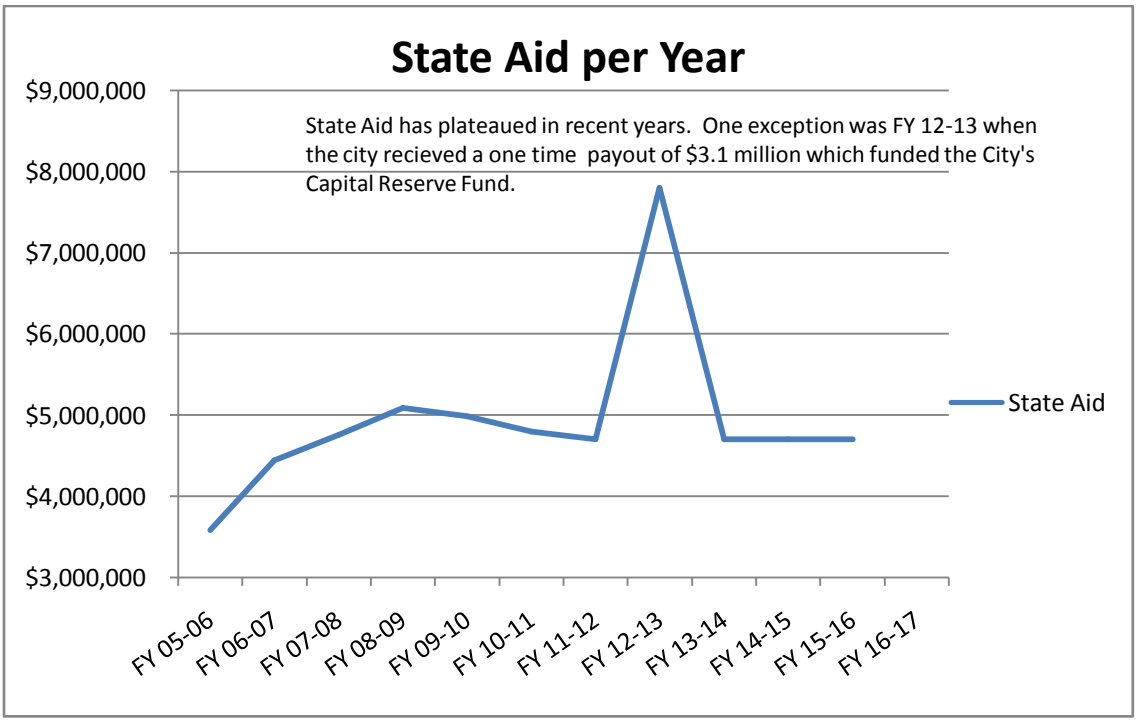
Gross receipts utility tax revenue, also a volatile revenue source, has continued to trend downward since FY 2005/2006 to present. Based on the trend, the estimated revenue is projected at $280,000 for FY 2016/2017. The housing market has continued to experience a decline in sales since FY 2014/2015 and as such, mortgage tax revenue projected for FY 2016/2017 is budgeted at $325,000.



In the past, the City has profited from the franchise fees from its agreement with Time Warner Cable. Since FY 2011/2012, it appears that many subscribers have left Time Warner, and as such, the revenue projection for the next fiscal year is being decreased to $369,000. During the last two years, hotel occupancy tax revenue has underperformed the projected budget amount slightly. Based on the value of the Canadian dollar, it is anticipated that this revenue will continue to decline in FY 2016/2017 and is projected at $200,000.

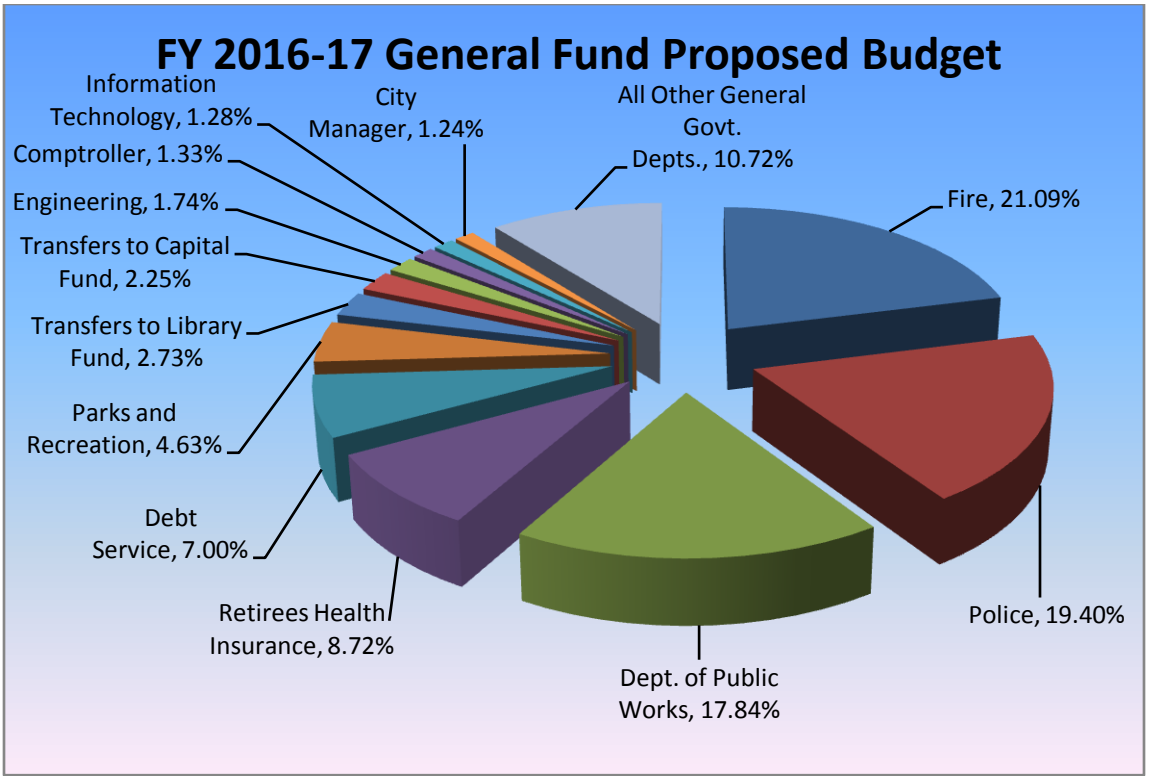


State aid remains flat at $4,703,208 and although NYCOM has petitioned on behalf of NYS municipalities for an increase, one is not anticipated in the near future.



The sale of excess hydro-electricity is also a volatile source of revenue given its dependency on the weather and the subsequent flows of the Black River. Fortunately, revenues have exceeded budget projections for the last three years offsetting the sales tax underperformance. Projected revenue for the sale of excess power for FY2016/2017, based on historical data to predict flows, increases by approximately 4.5%, to $3,960,000. This increase also accounts for the increase in payment for excess power per the City's contract with National Grid.

Close attention to cost control measures by Departments in the current year and in planning for next year have kept the total increase in General Fund operating costs to less than 2.34%. The primary factors contributing to this increase include: personal services for 2.13%; health insurance for 2.37%; workers' compensation for 31.48%; equipment expenses for 0.17%; operating expenses for 7.49%; and transfer to Capital Fund for 20.89%. Wage increases as negotiated and included in the FY16/17 Proposed Budget include Police (2.5%) and CSEA (2.5%). The budget also accounts for a projected wage increase of 2.5% for Fire and IBEW, pending successful negotiations, and proposes a 2.5% increase for management.



Consistent with previous approaches to preparing budget proposals, staffing is evaluated to ensure the delivery of a given service. Staffing levels are evaluated throughout the year, and when an employee retires or resigns, a decision is made as to whether the position should be filled, kept vacant, or abolished. This year's proposal establishes the position of Account Clerk Typist in the Department of Parks and Recreation to manage Arena concessions and assist with scheduling and promoting events; establishes the position of Human Resources Manager in the Office of City Manager and abolishes the Confidential Assistant to the City Manager; establishes the position of Senior Planner and abolishes a Planner position; and, abolishes three positions in the Fire Department due to existing or pending retirements.

Other significant assumptions for FY 2016/17 include:

- Sales tax revenue projected growth at 4.85%;
- NYS Aid remains flat at State Fiscal Year 2011-12 level;
- Franchise revenue projected decrease at more than 4%;
- Utility gross receipts revenue projected decrease of almost 15%;
- Departmental revenue projected growth of more than $325,000 due to fee increases across many departments and return of Arena for scheduling and use; fee increases are subject to Council approval;
- Continue to transfer hotel occupancy taxes from the Tourism Fund to the General Fund to partially fund the Arena debt service at $200,000;
- Extend the Arena ice season and corresponding staffing by two months to accommodate hockey and figure skating seasons for a net cost of approximately $17,500;
- Manage and operate Arena concessions for a projected profit of $17,400;
- Consolidated Local Street and Highway Improvement Program (CHIPS) funding will be used for Loomus Drive and Spindle Lane overlay, and Washington Street and Thompson Boulevard traffic signal upgrade;

- Discontinue the Crow Dispersal contract at approximately $5,000;
- Discontinue the funding of Community Action Planning Council at $47,500;
- Discontinue the contracted services with Public Sector HR Consultants, LLC at an annual cost of $13,200;
- Bid the naming rights of the municipal Area for a minimum of $50,000;
- Distinctly separate the Planning Department from the City Manager's Office into the corresponding Planning account code;
- The City's self-insured health insurance program reflects a 3.90% premium increase this FY, the magnitude of the increase due to claims costs was mitigated by appropriating $50,000 from reserves;
- No increase to refuse fees for totes and blue stickers; and,
- This proposal does not seek an increase to either Water or Sewer rates.

In building this proposal, I reviewed all Department Head requests as submitted, in addition to those that have been put forth in years prior. Many requests survived the multiple revisions and subsequent cuts and clearly, others did not make this proposal including the five year plan. I must acknowledge the caliber and wisdom of the City's leadership team and the vision and strategy that each individual brings to the table throughout the year, but especially during the budget build. Each leader is looking out for the best interests of their Department. In addition, I also considered Council priorities and projects. Many of the following projects have enjoyed considerable discussion but have either been shifted to later years or have not been programmed due to lack of resources and higher priority infrastructure and operational projects:

- Knickerbocker Drive upgrade has been moved to FY 2017/2018 because of necessary utility upgrades and resource availability;
- City Hall HVAC and building envelope upgrade has not been programmed;
- Thompson Park facilities including the pool, splash park, bathhouse and street lighting have not been programmed;
- Palmer Street upgrade has not been programmed;
- Ladder truck replacement for the Fire Department has been moved to FY2020-2021; and,
- Grandstand driveway and parking lot was moved off the five-year plan.

The proposal before you focuses on achieving a balanced budget for the current year and the next five years while continuing to maintain operations, make necessary repairs to infrastructure, replace aged vehicles in poor condition, and realign out year infrastructure projects and vehicle replacements based on available resources. Correspondingly, the proposal includes staffs' collective best efforts to contain costs, identify reasonable and responsible increases to revenues and to seek new forms of revenue. The current services, outstanding debt and the projected five-year plan are not sustainable long-term. We must continue to strive to balance the budget; align revenues with expenses of services, projects and activities; and alleviate, to the extent possible, the burden to the taxpayer. It is our responsibility to deliver a balanced budget to ensure that essential safety, security and other municipal services are provided. I encourage Council to continue to work with me and staff to re-examine these services, and the level of each service that we provide for our residents. Change is required, and vital, in order to restore and sustain the long-term fiscal health of the City. I recommend that Council consider correcting this year's deficit by appropriately increasing property taxes rather than appropriating funds from the General Fund fund balance. Council should also be mindful of the five-year outlook and the projected expenses, revenues and General Fund fund

balance. To that end, the following recommendations warrant further review as they would net significant, long-term cost savings:

- Re-define the Fire Department's organizational structure, staffing level, leave entitlements and remove all manning constraints from the collective bargaining agreement;
- Reduce the operating hours of the Flower Memorial Library based on usage data;
- Modify the sidewalk program to shift the cost-share to a 25/75 between the City and the taxpayer;
- Investigate franchise opportunities for refuse and recycling as a quick analysis revealed the City's service is more costly compared to other providers;
- Transfer CitiBus operations to a regional authority structure; and,
- Continue to evaluate the City's healthcare and prescription coverage for employees and future retirees and bargain changes that will sustain the self-funded program.

As always, staff will be available to respond to any requests for additional data and/or information which you believe is necessary to adopt and approve this new budget.

GENERAL FUND

City of Watertown
Fiscal Year 2016-17 Adopted Budget
Property Tax Rate Calculation

	2015-16	2016-17	Change	% Change
Appropriations	$ 41,085,325	$ 41,956,234	$ 870,909	2.12%
Less Non-Property Tax Levy Revenues	$ 30,910,665	$ 31,999,920	$ 1,089,255	3.52%
Less Appropriated Fund Balance	$ 1,173,496	$ 646,218	$ (527,278)	-44.93%
Less Sidewalk Reserve	$ 66,500	$ 33,845	$ (32,655)	-49.11%
Less Fairgrounds Capital Reserve	$ -	$ 20,000	$ 20,000	N/A
Less Capital Reserve	$ 520,000	$ 505,000	$ (15,000)	-2.88%
Real Property Tax Levy	$ 8,414,664	$ 8,751,251	$ 336,587	4.00%
Taxable Assessed Valuation	$ 1,037,297,177	$ 1,062,698,815	$ 25,401,638	2.45%
Tax Rate per $1,000 of Taxable Assessed Valuation	**$ 8.1017**	**$ 8.2219**	**$ 0.120**	**1.48%**

City of Watertown
Fiscal Year 2016-17 Adopted Budget
Constitutional Tax Limit

Five Year Total Full Valuation	$ 5,731,172,322
Five Year Average Full Valuation	$ 1,146,234,464
Constitutional Tax Limit - 2% of 5 Year Average	$ 22,924,689
Property Tax Levy	$ 8,751,251
Less Total Exclusions	$ 5,044,026
Tax Levy Subject to Tax Limit	$ 3,707,225
Percentage of Tax Limit Exhausted	16.17%
Constitutional Tax Margin	$ 19,217,464

City of Watertown
Fiscal Year 2016-17 Budget
Property Tax Cap Calculation

		FY 2016-17
	Prior Year Adopted Tax Levy	$ 8,465,927
Multiply By	Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)	1.0077
	Subtotal	$ 8,531,114
Plus	PILOTs Receivable from Prior Year	152,000
Equals	**Subtotal**	8,683,114
Multiply By	Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)	0.12%
Equals	**Subtotal**	8,693,534
Less	PILOTs Receivable for Current Year	(162,500)
Plus	Available Carryover from Prior Year	14,148
Equals	**Tax Levy Limit Before Adjustments / Exclusions**	$ 8,545,182
Less	Costs Incurred from Transfer of Local Government Functions	-
Plus	Savings Realized from Transfer of Local Government Functions	-
Equals	**Tax Levy Limit (Adjusted for Transfer of Local Government Functions)**	$ 8,545,182
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	-
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	-
Plus	Available Carryover (if any, up to a maximum of 1.5%)	-
Equals	Tax Levy Limit (Adjusted for Transfers and Exclusions)	$ 8,545,182
	Tax Levy Increase Allowable per Tax Cap Calculation	$ 79,255
	Percent Tax Levy Increase Allowable per Tax Cap Calculation	0.94%

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Revenue Summary

Revenues	**FY 2013-14 Actual**	**FY 2014-15 Actual**	**FY 2015-16 Adopted Budget**	**FY 2016-17 Adopted Budget**
Taxes and Penalties	$ 18,080,220	$ 18,116,887	$ 18,617,000	19,006,500
Departmental Revenues	5,492,777	$ 5,432,977	5,186,575	5,682,370
Intergovernmental Revenues	154,596	$ 144,533	140,030	117,800
Use of Money and Property	95,910	$ 71,535	89,035	91,035
Licenses and Permits	110,098	$ 66,819	92,600	93,250
Fines and Other Revenues	238,552	$ 231,601	248,100	252,000
Interfund Transfers	456,119	$ 473,908	484,000	421,000
State and Federal Aid	5,633,057	$ 5,628,554	6,061,010	6,343,310
Real Property Taxes	7,601,672	$ 8,131,382	8,406,979	8,743,906
Total Revenues	$ 37,863,001	$ 38,298,196	$ 39,325,329	40,751,171
Appropriated Reserves and Fund Balance				
Appropriated Debt Reserve (Sidewalk Program)	53,969	58,379	66,500	33,845
Appropriated Fairgrounds Capital Reserve	-	-	-	20,000
Appropriated Capital Reserve	1,061,286	242,577	520,000	505,000
Appropriated Fund Balance	-	-	1,173,496	646,218
Total Revenues and Appropriated Reserves/Fund Balance	$ 38,978,256	$ 38,599,152	$ 41,085,325	$ 41,956,234

Fund Balance		
Beginning reserves and fund balance	$ 13,373,128	$ 12,462,516
+ Revenues	37,863,001	38,298,196
+ Transfer to debt reserve (sidewalk program)	52,272	-
- Expenses	(38,825,885)	(37,913,602)
+ Prior period adj. for compensated absences	-	574,639
Ending reserve and fund balances	$ 12,462,516	$ 13,421,749
- Reserve for capital	(2,037,753)	(1,793,309)
- Reserve for debt (sidewalk program)	(283,538)	(225,159)
- Reserve for Fairgrounds Stadium	(20,089)	(20,093)
- Reserve for encumbrances	(411,927)	(382,512)
- Fund balance appropriated to subsequent fiscal year	(600,000)	(1,173,496)
Unreserved un-appropriated fund balance	$ 9,109,209	$ 9,827,180

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Tax and Penalty Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A1080 Federal PILOTs	$ 37,108	$ 41,193	$ 42,000	$ 46,000
A1081 Other PILOTs	103,154	109,219	110,000	116,500
A1090 Interest and Penalties on Real Property Taxes	184,062	148,494	175,000	165,000
A1110 State Administered Sales and Use Tax	17,017,001	17,129,685	17,575,000	18,030,000
A1130 Utilities Gross Receipts Tax	350,345	304,468	330,000	280,000
A1170 Franchises	388,550	383,828	385,000	369,000
Taxes and Penalties	$ 18,080,220	$ 18,116,887	$ 18,617,000	$ 19,006,500

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 various apartment projects and properties being financed through the Jefferson County Industrial Development Agency.

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

A1110 - State Administered Sales and Use Tax - Per agreement with Jefferson County, the City receives 24% of the four 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 Time Warner from its subscribers in the City.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Departmental Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A1235 Tax Sale Advertising	$ 20,925	$ 14,330	$ 17,000	$ 17,000
A1240 Comptroller Fees	7,745	8,054	8,000	8,000
A1250 Assessor Fees	508	507	500	500
A1255 Clerk Fees	113,781	116,219	115,000	119,000
A1260 Civil Service Fees	1,385	2,035	5,000	1,500
A1520 Police Fees	2,050	6,795	2,000	2,000
A1710 Public Works Fee	88,169	108,545	90,000	95,000
A1715 DPW Charges - Fuel	33,305	24,887	23,000	18,000
A1750 Bus Fares	161,090	151,198	166,000	150,000
A1751 Bus Advertising	14,395	14,825	13,000	15,000
A2001 Park and Recreation Charges	16,204	16,739	7,700	21,870
A2002 Field Use Charges	36,290	26,244	31,300	36,000
A2012 Recreation Concessions	74,760	96,589	7,500	126,000
A2025 Stadium Charges	17,050	29,059	10,600	12,000
A2030 Arena Fees	44,472	4,440	11,475	110,000
A2065 Skating Rink Charges	127,101	162,945	-	147,500
A2110 Zoning Fees	3,500	2,600	3,500	5,000
A2130 Refuse and Garbage Charges	486,041	473,288	495,000	465,000
A2135 Refuse and Garbage Totes	337,659	374,328	390,000	373,000
A2150 Sale of Surplus Power	3,906,347	3,799,350	3,790,000	3,960,000
Departmental Revenues	$ 5,492,777	$ 5,432,977	$ 5,186,575	$ 5,682,370

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Departmental Revenues

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

A1240 - Comptroller Fees - The revenue derived is received for property tax certifications and searches, processing fee for returned checks and ATM service fees.

A1250 - Assessor Fees - Fees for copies of property record cards and sales reports.

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

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

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

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

A1715 - DPW Charges - Fuel - Charges to the School District for purchase of fuel.

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

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

A2001 - Park and Recreation Charges - The Recreation Department charges various fees for activities such as t-ball, baseball softball, golf and tennis.

A2002 - Field Use Charges - The Recreation Department charges various fees for the use of the City's athletic fields for sports, community activities and events.

A2012 - Recreation Concessions - The revenue consists of the Arena concession stand and any other concessions operated at the Fairgrounds complex.

A2025 - Stadium Charges - Fees associated with leases of or events at the baseball stadium.

A2030 - Arena Fees - The Recreation Department charges for rental of the arena for concerts, performances and trade shows.

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 Appeals.

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.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Intergovernmental Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A2210 Tax and Assessment Services for Other Governments	$ 4,959	$ 4,929	$ 4,930	$ 5,200
A2220 Civil Service Charges for School District	33,500	31,193	28,500	24,000
A2260 Police Services	110,537	102,811	101,000	83,000
A2300 Transportation, Other Governments	5,600	5,600	5,600	5,600
Intergovernmental Revenues	$ 154,596	$ 144,533	$ 140,030	$ 117,800

A2210 - Tax and Assessment Services for Other Governments - The City Assessor's Department charges the Watertown City School District for the preparation of its 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.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Use of Money and Property Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A2401 Interest Earnings	$ 11,526	$ 10,651	$ 13,000	$ 15,000
A2410 Rental of Real Property	84,384	60,884	76,035	76,035
Use of Money and Property	$ 95,910	$ 71,535	$ 89,035	$ 91,035

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

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

City of Watertown
Fiscal Year 2016-17 Budget
General Fund License and Permit Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A2501 Business and Occupational Licenses	$ 6,911	$ 4,447	$ 5,000	$ 7,650
A2530 Games of Chance Licenses	73	91	100	100
A2540 Bingo Licenses	2,326	2,173	2,000	2,500
A2555 Building and Alteration Permits	85,272	50,696	75,000	72,000
A2560 City Permits	9,621	2,357	5,000	3,000
A2590 Other Permits	5,495	4,645	5,000	7,000
A2591 Storm and Sanitary Sewer Permits	400	2,410	500	1,000
Licenses and Permits	$ 110,098	$ 66,819	$ 92,600	$ 93,250

A2501 - Business and Occupational Licenses - The City receives revenue from the sale of plumbing, public street vending, liquidation and private trash hauler 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 and 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 cut permits.

A2590 - Other Permits - The Municipal Code allows for 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.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Fines and Other Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A2610 Fines and Forfeited Bail	$ 120,182	$ 117,475	$ 135,000	$ 132,000
A2650 Scrap and Excess Material Sale	17,459	15,387	10,000	15,000
A2655 Minor Sales	-	-	100	-
A2660 Sale of Real Property	3	40,779	50,000	52,000
A2665 Sale of Equipment	18,202	7,050	15,000	15,000
A2680 Insurance Recoveries	21,035	18,521	20,000	20,000
A2701 Refund of Prior Year Expenses	35,282	4,367	5,000	5,000
A2705 Gifts and Donations	21,273	19,776	6,000	6,000
A2710 Premiums on Obligations	-	1,427	-	-
A2770 Other Unclassified Revenues	987	1,074	1,000	1,000
A2773 Payment Processing Fees	4,129	5,745	6,000	6,000
Fines and Other Revenue	$ 238,552	$ 231,601	$ 248,100	$ 252,000

A2610 - Fines and Forfeited Bail - Revenue from parking tickets and City court fines.

A2650 - Scrap and Excess Material Sales - Bicycle auction proceeds and sale of excess scrap.

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

A2660 - Sale of Real Property - Revenue received from sale of City owned property net of back taxes.

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

A2680 - Insurance Recoveries - Insurance proceeds received for damages to City property and vehicles.

A2701 - Refund of Prior Year Expenses - Refunds received for a prior year expenditure.

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

A2710 - Premiums on Obligations - Premiums received from the issuance of debt.

A2770 - Other Unclassified Revenues - Revenues for which a specific code has not been provided.

A2773 - Payment Processing Fees - Fees charged in connection with accepting on-line payments for property taxes and trash totes.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Interfund Transfer Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A2802 Central Printing and Mailing	$ 4,587	$ 4,974	$ 5,000	$ 5,000
A2803 Central Garage	108,088	96,947	115,000	90,000
A5031 Interfund Transfers	343,444	371,987	364,000	326,000
Interfund Revenues	$ 456,119	$ 473,908	$ 484,000	$ 421,000

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

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

A5031 - Interfund Transfers - Contributions from the Debt Service, Community Development and Tourism Funds.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund State and Federal Aid Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A3001 State Aid, Per Capita	$ 4,703,208	$ 4,703,208	$ 4,703,208	$ 4,703,208
A3005 State Aid, Mortgage Tax	363,701	254,595	350,000	325,000
A3089 State Reimb., Workers' Compensation	73,140	94,616	65,000	75,500
A3330 State Reimb., Court Security	36,540	36,960	38,500	41,000
A3331 State Reimb., Court Costs	1,772	1,752	1,752	1,752
A3501 State Reimb., CHIPS	5,349	100,738	141,000	142,000
A3589.3 State Mass Transportation Assist.	234,921	247,742	246,000	259,000
A3594 State Aid, Bus Projects	830	-	9,750	3,950
A3820 State Aid, Youth Program	4,528	-	-	-
A3821 State Aid, Juvenile Program	3,316	-	-	-
A3989 State Aid, Home and Community Services	4,320	1,080	25,000	25,000
A4389 Federal Aid, Public Safety	187,442	143,047	24,000	305,500
A4510 Federal Aid, Highway Safety	7,350	8,679	6,800	6,400
A4589.4 Federal Aid, Transportation Asst.	6,640	-	450,000	450,000
A4960 Federal Aid, Disaster Assistance	-	28,462	-	-
A4989 Federal Aid, Home and Community Services	-	7,675	-	5,000
State and Federal Aid	$ 5,633,057	$ 5,628,554	$ 6,061,010	$ 6,343,310

City of Watertown
Fiscal Year 2016-17 Budget
General Fund State and Federal Aid Revenues

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

A3005 - State Aid, Mortgage Tax - The City receives 1/2% tax for each mortgage recorded on property located within the City.

A3089 - State Reimbursement, Workers' Compensation - The State reimburses the City for certain workers, compensation expenses incurred by the City.

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

A3331 - State Reimbursement, Court Costs - The Court system reimburses the City for telephone expense.

A3501 - State Reimbursement, CHIPS - Aid from highway capital program to offset Department of Public Works' costs.

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

A3594 - State Aid, Bus Projects - Aid from NYS Department of Transportation to offset costs related to the City's bus system.

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, Home and Community Services - Grant proceeds from the New York State Department of State for Brownfield related project costs.

A4389 - Federal Aid, Public Safety - Grants for bullet proof vests, computers, etc.

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

A4589.4 - Federal Aid, 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 capital expenditures.

A4960 - Federal Aid, Disaster Assistance - Aid received for Federally declared disasters.

A4989 - Federal Aid, Home and Community Services - Grant proceeds from the Watertown Jefferson County Area Transportation Council for a GIS Technician position.

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Property Tax Revenues

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A1001 Real Property Taxes	$ 7,518,661	$ 8,259,585	$ 8,414,664	$ 8,751,251
A1030 Special Assessments	8,574	7,888	5,815	4,266
A1050 Real Property Tax Reserve	74,437	(136,091)	(13,500)	(11,611)
Real Property Taxes	$ 7,601,672	$ 8,131,382	$ 8,406,979	$ 8,743,906

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

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

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

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Expenditure Summary

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
City Council	$ 73,331	$ 131,200	$ 78,806	$ 77,324
Mayor	28,211	28,065	35,046	29,551
City Manager	580,210	607,062	583,074	524,240
City Comptroller	527,290	555,028	586,413	562,649
Purchasing	134,802	134,310	136,754	146,206
Assessment	245,007	277,796	264,397	293,270
Tax Advertising	21,053	16,084	21,000	21,000
Property Acquired	2,700	6,668	52,000	27,850
Fiscal Agent Fees	920	800	800	800
City Clerk	213,697	201,407	212,302	220,387
Law	289,009	287,378	471,500	294,500
Civil Service	73,645	68,193	63,563	66,629
Engineering	686,722	680,347	723,730	721,707
Public Works Administration	471,011	488,872	506,224	494,157
Municipal Building	178,476	178,450	197,704	210,908
Central Garage	775,901	668,001	776,416	792,793
Central Printing and Mailing	71,133	63,418	83,850	69,700
Information Technology	458,527	492,179	603,748	517,061
Judgments and Claims	-	-	30,000	13,500
Purchase of Land	-	20,000	-	-
Real Property Taxes	39,466	40,188	39,600	39,000
Contingency	-	-	407,394	1,150,000
Police	7,899,168	7,802,721	8,084,870	8,292,440
Fire	8,953,245	8,754,242	8,775,346	8,817,926
Animal Control	4,740	275,542	98,719	99,125
Code Enforcement	365,847	379,893	502,112	416,130
Buildings and Grounds Maintenance	644,529	562,901	590,552	603,531
Maintenance of Roads	733,369	858,377	895,342	911,893
Snow Removal	1,325,241	1,274,042	1,392,214	1,309,032
Hydroelectric Production	380,986	417,171	388,265	410,799
Traffic Control and Lighting	929,154	808,500	926,263	858,304
Bus	858,116	766,736	1,111,800	1,073,762
Parking Facilities	42,615	41,635	79,500	54,293
Community Action Planning Council	52,000	47,500	47,500	15,000
Publicity	450	100	5,000	3,500
Parks and Recreation Administration	305,083	260,029	243,991	272,848
Thompson Park	307,464	361,534	499,145	437,534
Playgrounds	65,981	64,791	64,053	68,979
Fairgrounds	178,633	150,370	201,635	200,309
Outdoor Winter Activities	678	12,127	15,165	14,314
Athletic Programs	74,200	125,240	144,683	154,988

City of Watertown
Fiscal Year 2016-17 Budget
General Fund Expenditure Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Dog Park	-	-	4,200	-
Pools	160,793	141,771	165,765	166,052
Arena	584,410	499,197	347,596	593,595
Historian	-	-	250	100
Zoning	2,733	1,376	3,000	3,000
Planning	24,512	6,833	77,700	294,882
Storm Sewers	320,430	370,835	369,480	376,164
Refuse and Recycling	828,145	776,502	991,981	962,736
Workers' Compensation	52,950	70,394	59,000	90,000
Unemployment Claims	17,714	1,771	7,500	15,000
Health Insurance - Retirees	3,335,795	3,399,764	3,606,340	3,690,073
Medicare Part B - Retirees	325,715	339,142	358,116	369,450
Compensated Absences	(77,980)	(16,721)	15,000	-
Other Employee Benefits	7,355	4,907	4,750	5,000
General Liability Reserve	75,000	75,000	75,000	75,000
Transfer to Library Fund	1,209,204	1,298,665	1,204,698	1,148,599
Transfer Capital Fund	1,312,295	436,491	758,125	916,500
Black River Trust Reserve	10,000	10,000	10,000	-
Debt Service	2,644,204	2,588,778	3,086,348	2,962,144
Total Expenditures	$ 38,825,885	$ 37,913,602	$ 41,085,325	$ 41,956,234

City of Watertown
Fiscal Year: **2016-17**
Department: **City Council**
Account Code: **A1010**
Function: **General Government Support**

Description: The City Council is responsible for fostering public relations; establishing the overall policies of the City; voting on appropriations, ordinances, local laws and resolutions; and adopting the City's annual budget. The Council conducts legislative matters as a body and implements policy decisions through the office of the City Manager.

2015-16 Accomplishments

- ✓ Worked with the Mayor and City staff to deliver a balanced budget.
- ✓ Maintained the AA3 rating, as reaffirmed by Moody's Investor Services.
- ✓ Completed the renovation of the Watertown Municipal Arena.
- ✓ Supported the training and administration of Narcan for Fire and Police personnel as first responders to opiate overdose situations.
- ✓ Supported the re-establishment of the Neighbors of Watertown, DANC and City (NDC) program and continued to foster relations with Thousand Islands Habitat for Humanity.
- ✓ Supported Parks and Recreation initiatives to better recreational opportunities for families and children.

2016-17 Goals and Objectives

- Work to enhance recreational opportunities in neighborhoods.
- Oversee the completion of the 9th ward playground.
- Support the negotiation of a collective bargaining agreement between the City and Fire union that is fair to the taxpayer.
- Work with staff to determine and target possible areas of efficiencies in all City Departments that could equate to future cost savings.
- Work with staff and community partners to address aged housing stock, absentee landlord, rental registration and zombie property issues in the City.
- Work with staff and community partners to develop and improve neighborhoods in the Near East Side.
- Work with staff to complete renovations to City Court.

City of Watertown
Fiscal Year: **2016-17**
Department: **City Council**
Account Code: **A1010**
Function: **General Government Support**

2016-17 Goals and Objectives continued:

- Work with staff to develop a plan to extend Western Boulevard through to Gaffney Drive.
- Work with staff towards completion of the Fort Drum Monument, the Thompson Park playground rehabilitation and restoration of the Lachenauer Fountain.
- Continue investment in maintaining the City's infrastructure and in particular sustain the Sidewalk Program.
- Work with staff to develop a plan to manage the end of the National Grid hydro contract as well as work to keep stable City finances and taxes.
- Partner with Jefferson County DA, regional law enforcement and local treatment providers to attack the local heroin problem.
- Work with staff to enhance revenue streams for the Watertown Municipal Arena.
- Work with selected developer to enhance 138 Court Street.
- Work with staff to investigate public-private partnership opportunities for parking in the heart of the City.
- Work with staff to develop a plan to expand multi-purpose trail connectivity through the City's greenway and blueway and identify potential funding sources.
- Work with staff and Friends of the Park to identify a plan and potential funding sources for the recreational infrastructure at Thompson Park including the restrooms, bathhouse, pool, and street lighting.
- Work with staff and National Grid to ensure all City street lighting is in working order.
- Work with area schools, Board of Education and businesses to create a safe haven program to combat bullying.

City of Watertown

Fiscal Year: **2016-17**

Department: **City Council**

Account Code: **A1010**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 52,135	$ 51,273	$ 53,256	$ 53,256
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 Allowance	-	-	-	-
Total Personal Services	$ 52,135	$ 51,273	$ 53,256	$ 53,256
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	6,872	66,563	11,100	11,100
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	713	465	650	650
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	70	212	150	-
465 Equipment < $5,000	-	-	-	1,000
Total Operating Expenses	$ 7,655	$ 67,240	$ 11,900	$ 12,750
Fringe Benefits				
810 NYS Employees' Retirement System	$ 9,553	$ 8,765	$ 9,574	$ 7,242
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,988	3,922	4,076	4,076
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ 13,541	$ 12,687	$ 13,650	$ 11,318
Department Total	$ 73,331	$ 131,200	$ 78,806	$ 77,324

City of Watertown

Fiscal Year: **2016-17**

Department: **City Council**

Account Code: **A1010**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1010.0110	Salaries		
	Council Members (4)		$ 53,256
	Total Personal Services		$ 53,256
Operating Expenses			
A.1010.0430	Contracted Services		
	Broadcasting of Meetings	$ 10,500	
	Legal Ads	600	$ 11,100
A.1010.0450	Miscellaneous		
	Travel and Training	500	
	Membership Dues	150	650
A.1010.0465	Equipment < $5,000		
	Computer		1,000
	Total Operating Expenses		$ 12,750
Fringe Benefits			
A.1010.0810	New York State Employees' Retirement System		$ 7,242
A.1010.0830	Social Security		4,076
	Total Fringe Benefits		$ 11,318
	TOTAL BUDGET		$ 77,324

City of Watertown
Fiscal Year: **2016-17**
Department: **Mayor**
Account Code: **A1210**
Function: **General Government Support**

Description: The Mayor is the head of City Government and presides at all meetings of the City Council. A voting member of the Council, the Mayor provides leadership and promotes teamwork by assisting the Council in establishing policies and coordinating Council activities. The Mayor represents the City at local and State level events and on private and public occasions.

2015-16 Accomplishments

- ✓ Completed the renovation of the Watertown Municipal Arena.
- ✓ Worked with community groups on preserving Fort Drum, developing a military monument in Thompson Park.

2016-17 Goals and Objectives

- Facilitate and assist COR Development Company with improvement of the former Mercy site.
- Develop a plan to extend Western Boulevard through to Gaffney Drive.
- Work towards completion of the Fort Drum Monument, the Thompson Park playground rehabilitation and restoration of the Lachenauer Fountain .
- Develop a plan to mitigate the impact of the conclusion of the National Grid hydro contract as well as work to keep stable City finances and taxes.
- Develop a comprehensive housing strategy with attention to the abandoned homes and potential rental registration policy.
- Support the negotiation of a collective bargaining agreement between the City and Fire union that is fair to the taxpayer.
- Explore opportunities to secure available funding for the City economic development, revitalization and modernization initiatives through the Governor's Regional Economic Development Council, and other state and federal programs.
- Partner with Jefferson County DA, regional law enforcement and local treatment providers to attack the local heroin problem.

City of Watertown

Fiscal Year: **2016-17**

Department: **Mayor**

Account Code: **A1210**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 17,380	$ 17,092	$ 17,753	$ 17,753
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 Allowance	-	-	-	-
Total Personal Services	$ 17,380	$ 17,092	$ 17,753	$ 17,753
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	6,804	7,330	7,100	7,600
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 6,804	$ 7,330	$ 7,100	$ 7,600
Fringe Benefits				
810 NYS Employees' Retirement System	$ 3,238	$ 2,866	$ 3,337	$ 2,840
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	789	777	1,359	1,358
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	5,497	-
Total Fringe Benefits	$ 4,027	$ 3,643	$ 10,193	$ 4,198
Department Total	$ 28,211	$ 28,065	$ 35,046	$ 29,551

City of Watertown

Fiscal Year: **2016-17**

Department: **Mayor**

Account Code: **A1210**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1210.0110	Salaries		
	Mayor		$ 17,753
	Total Personal Services		$ 17,753
Operating Expenses			
A.1210.0450	Miscellaneous		
	NYCOM Membership	$ 6,600	
	Travel Expenses	1,000	$ 7,600
	Total Operating Expenses		$ 7,600
Fringe Benefits			
A.1210.0810	NYS Employees' Retirement System		$ 2,840
A.1210.0830	Social Security		1,358
	Total Fringe Benefits		$ 4,198
	TOTAL BUDGET		$ 29,551

City of Watertown
Fiscal Year: **2016-17**
Department: **City Manager**
Account Code: **A1230**
Function: **General Government Support**

Description: The City Manager directs and supervises the activities of the City, manages municipal resources for efficient operation of public services, presents plans, reports and analyses to City Council and the Mayor, and maintains the current and projected financial affairs of the City. Appointed by Watertown's City Council, the City Manager serves as the Chief Executive Officer and is responsible for implementing policy and administering City operations. The City Manager, Human Resources Manager, Benefits Administrator, and Confidential Secretary support this department's activities.

2015-16 Accomplishments:

- ✓ Continued the process of negotiating the collective bargaining agreement with City Fire.
- ✓ Successfully appointed replacements for key positions within the City: IT Program Manager, two Planner positions, and, Planning and Community Development Director.

2016-17 Goals and Objectives

- Continue to provide the infrastructure and personnel necessary to achieve a healthy and safe environment responsive to the City's requirements for public safety, water, sewage, public works, transit, recreation and entertainment.
- Collaborate with Strategic Development Specialists, LLC on pursuing grant opportunities for priority projects and initiatives.
- Commence negotiations of the collective bargaining agreement with Police and CSEA and finalize negotiations with the Fire Department and IBEW.
- Continue to work with department heads to contain costs and identify efficiencies in delivering services.

City of Watertown

Fiscal Year: **2016-17**

Department: **City Manager**

Account Code: **A1230**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 385,971	$ 406,724	$ 388,876	$ 244,741
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 Allowance	-	-	-	-
Total Personal Services	$ 385,971	$ 406,724	$ 388,876	$ 244,741
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 796	$ 978	$ 800	$ 480
420 Insurance	-	-	-	-
430 Contracted Services	15,787	14,003	13,900	43,125
440 Fees Non Employees	2,460	-	-	-
450 Miscellaneous	3,729	6,891	12,405	5,210
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,331	403	750	900
465 Equipment < $5,000	346	563	2,000	3,000
Total Operating Expenses	$ 24,449	$ 22,838	$ 29,855	$ 52,715
Fringe Benefits				
810 NYS Employees' Retirement System	$ 70,522	$ 65,986	$ 58,732	$ 30,222
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	27,069	28,617	29,749	18,723
840 Workers' Compensation	314	7,882	-	135,000
850 Health Insurance	71,885	75,015	75,862	42,839
Total Fringe Benefits	$ 169,790	$ 177,500	$ 164,343	$ 226,784
Department Total	$ 580,210	$ 607,062	$ 583,074	$ 524,240

City of Watertown

Fiscal Year: **2016-17**

Department: **City Manager**

Account Code: **A1230**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1230.0110	Salaries		
	City Manager	$ 125,000	
	Human Resources Manager (.9) *	62,100	
	Confidential Secretary to the City Manager	49,257	
	Benefits Administrator (.2) **	8,384	$ 244,741
	Total Personal Services		$ 244,741
Operating Expenses			
A.1230.0410	Utilities		
	Cell phone		$ 480
A.1230.0430	Contracted Services		
	Background Checks	$ 1,050	
	Federally Mandated Training and Employee Assistance Program	5,475	
	Grant Writer	30,000	
	Human Resource Consultant	6,600	43,125
A.1230.0450	Miscellaneous		
	Travel and Training, Seminars	3,000	
	Membership/Organizational Dues	2,110	
	Shipping	100	5,210
A.1230.0460	Materials and Supplies		
	Letterhead, Envelopes, Forms		900
A.1230.0465	Equipment < $5,000		
	Computer	1,000	
	Video Display	2,000	3,000
	Total Operating Expenses		$ 52,715
Fringe Benefits			
A.1230.0810	New York State Employees' Retirement System		$ 30,222
A.1230.0830	Social Security		18,723
A.1230.0840	Workers' Compensation		135,000
A.1230.0850	Health Insurance		42,839
	Total Fringe Benefits		$ 226,784
	TOTAL BUDGET		$ 524,240

* Split 10% with MS.1710

** Split 80% with MS.1710

City of Watertown
Fiscal Year: **2016-17**
Department: **City Comptroller**
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 include 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.

2015-16 Accomplishments

- ✓ Continued developing accounting policies and procedures manual.
- ✓ Monitored financial conditions and addressed budget issues timely by implementing budget freezes to minimize the financial impact of a potential decrease in sales tax revenue.
- ✓ Issued debt to finance various capital projects.
- ✓ Issued request for proposals for actuarial services to value the City's post employment health insurance obligations in accordance with GASB Statement No. 45.
- ✓ Formed a committee to research possible replacement software for KVS.

2016-17 Goals and Objectives

- Continue researching possible replacement software for KVS.
- Issue request for proposals for independent audit services.
- Monitor economic conditions and address budget issues timely to minimize financial impact to the City.
- Evaluate Governmental Accounting Standards Board (GASB) technical bulletins, exposure drafts or statements for effect on the City's financial reporting.

City of Watertown

Fiscal Year: **2016-17**

Department: **City Comptroller**

Account Code: **A1315**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 154,482	$ 171,945	$ 168,575	$ 175,793
120 Clerical	157,906	171,984	163,851	171,209
130 Wages	-	-	-	-
140 Temporary	289	2,085	-	-
150 Overtime	1,958	888	5,000	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,189	-	-	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 315,824	$ 346,902	$ 337,426	$ 352,302
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	2,473	2,474	2,600	2,809
430 Contracted Services	49,120	45,218	76,600	48,315
440 Fees Non Employees	25,282	24,922	21,600	27,000
450 Miscellaneous	4,509	3,488	5,510	5,405
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	2,654	2,088	3,600	3,500
465 Equipment < $5,000	3,516	985	3,500	5,000
Total Operating Expenses	$ 87,554	$ 79,175	$ 113,410	$ 92,029
Fringe Benefits				
810 NYS Employees' Retirement System	$ 59,001	$ 57,120	$ 60,271	$ 55,116
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,240	25,575	25,814	26,952
840 Workers' Compensation	-	-	-	-
850 Health Insurance	41,671	46,256	49,492	36,250
Total Fringe Benefits	$ 123,912	$ 128,951	$ 135,577	$ 118,318
Department Total	$ 527,290	$ 555,028	$ 586,413	$ 562,649

City of Watertown

Fiscal Year: **2016-17**

Department: **City Comptroller**

Account Code: **A1315**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1315.0110	Salaries		
	City Comptroller	$ 89,374	
	Deputy City Comptroller	65,497	
	Accountant (.5)	20,922	$ 175,793
A.1315.0120	Clerical		
	Principal Account Clerk (2)	91,912	
	Sr. Account Clerk Typist (2)	79,297	171,209
A.1315.0150	Overtime		2,500
A.1315.0175	Health Insurance Buyout		2,800
	Total Personal Services		$ 352,302
Operating Expenses			
A.1315.0420	Insurance		$ 2,809
A.1315.0430	Contracted Services		
	Office Equipment Maintenance	$ 525	
	Advertising - Tax/Audit/Debt Notices	450	
	Unemployment Services	2,300	
	Bankruptcy Search Services	100	
	KVS Financial Software Maintenance	33,125	
	Parking Ticket Software Maintenance	1,000	
	Credit Card Processing Fees	8,000	
	Record Management Services	315	
	Debt Disclosure Filing	1,050	
	Fixed Asset Software Maintenance	1,450	48,315
A.1315.0440	Fees, Non Employees		
	Single Audit	21,000	
	Actuarial Services	6,000	27,000
A.1315.0450	Miscellaneous		
	Travel and Training, Seminars	3,570	
	Dues and Publications	1,785	
	Shipping	50	5,405
A.1315.0460	Materials and Supplies		
	Letterhead, Envelopes	1,200	
	Checks, 1099s, W-2s	2,300	3,500
A.1315.0465	Equipment < $5,000		
	Folder/Sealer Machine	1,500	
	Computers (2)	2,000	
	Miscellaneous Office Equipment	1,500	5,000
	Total Operating Expenses		$ 92,029

City of Watertown

Fiscal Year: **2016-17**

Department: **City Comptroller**

Account Code: **A1315**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Fringe Benefits			
A.1315.0810	New York State Employees' Retirement System	$	55,116
A.1315.0830	Social Security		26,952
A.1315.0850	Health Insurance		36,250
	Total Fringe Benefits	$	118,318
	TOTAL BUDGET	$	562,649

City of Watertown
Fiscal Year: **2016-17**
Department: **Purchasing**
Account Code: **A1345**
Function: **General Government Support**

Description: The Purchasing Manager's primary role is to operate and maintain a Decentralized Purchasing Program with the various City departments in accordance with the rules and guidelines as set forth under New York State General Municipal Law 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.

2015-16 Accomplishments:

- ✓ Continued conversations with other governmental agencies in the region to work cooperatively in purchasing endeavors. The department met with other Purchasing officials in the area to discuss ways to cooperatively bid or source goods and services in order to save time and money.
- ✓ Interviewed and hired a new Account Clerk Typist to replace a staff member that transitioned to another position in the Department of Public Works.
- ✓ Oversaw sixteen (16) sealed bids, one (1) Request for Proposal and numerous Requests for Quotation.
- ✓ Approved approximately 3,400 Purchase Orders.

2016-17 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.
- Continue conversations with other governmental agencies in region to work cooperatively in purchasing endeavors.
- Attend training that will assist in establishing policies and procedures that will bring the City into compliance with Federal Grant requirements.
- Continue to educate new employees about the responsibility of the Purchasing Office to maintain the integrity of the purchasing process with the City of Watertown.
- Investigate Centralization of Purchasing Functions to effect economies of scale within the City.

City of Watertown

Fiscal Year: **2016-17**

Department: **Purchasing**

Account Code: **A1345**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 66,177	$ 66,189	$ 65,923	$ 69,089
120 Clerical	34,428	35,144	35,681	30,740
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 Allowance	-	-	-	-
Total Personal Services	$ 100,605	$ 101,333	$ 101,604	$ 99,829
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	125	125
440 Fees Non Employees	-		-	-
450 Miscellaneous	1,569	1,517	1,700	6,800
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < $5,000	-	1,126	-	1,000
Total Operating Expenses	$ 1,569	$ 2,643	$ 1,825	$ 7,925
Fringe Benefits				
810 NYS Employees' Retirement System	$ 18,857	$ 16,554	$ 19,102	$ 15,972
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,612	7,621	7,773	7,637
840 Workers' Compensation	-	-	-	-
850 Health Insurance	6,159	6,159	6,450	14,843
Total Fringe Benefits	$ 32,628	$ 30,334	$ 33,325	$ 38,452
Department Total	$ 134,802	$ 134,310	$ 136,754	$ 146,206

City of Watertown

Fiscal Year: **2016-17**

Department: **Purchasing**

Account Code: **A1345**

Function: **General Government Support**

			FY 2016-17 Adopted Budget		
Personal Services					
A.1345.0110	Salaries				
	Purchasing Manager			$	69,089
A.1345.0120	Clerical				
	Account Clerk Typist				30,740
	Total Personal Services			$	99,829
Operating Expenses					
A.1345.0430	Contracted Services				
	Printing			$	125
A.1345.0450	Miscellaneous				
	Association Fees	$	100		
	FTA Procurement Series Training		5,000		
	Education/Travel and Training		1,700		6,800
A.1345.0465	Equipment < $5,000				
	Computer				1,000
	Total Operating Expenses			$	7,925
Fringe Benefits					
A.1345.0810	New York State Employees' Retirement System			$	15,972
A.1345.0830	Social Security				7,637
A.1345.0850	Health Insurance				14,843
	Total Fringe Benefits			$	38,452
	TOTAL BUDGET			$	146,206

City of Watertown
Fiscal Year: **2016-17**
Department: **Assessment**
Account Code: **A1355**
Function: **General Government Support**

Description: The City Assessor's primary function is to provide, on an annual basis, equitable tax rolls. In addition, the department produces over 25,000 City, School and County tax bills annually for all real property located within the City of Watertown. Billing includes the re-levying of delinquent water/sewer, DPW and sidewalk improvement charges. The department maintains inventory and values for over 9,000 parcels with inventory being collected and updated using building permits and periodic area-wide inspections. The department processes approximately 600 property transfers annually, requiring the review of deeds and transfer documents. The department oversees the changes to tax maps required by subdivisions and merges. The department administers over 3,000 escrow accounts and 6,700 real property tax exemptions. The department is comprised of a staff of three; City Assessor, Real Property Appraiser and Real Property Tax Service Aide.

2015-16 Accomplishments:

- ✓ Worked with City School District and City Comptroller's Office to automate tax billing and payments from our largest escrow processing firm. Automation eliminates the printing of over 6,000 tax bills per year along with greatly reducing payment processing time.
- ✓ Put into practice new tax map change procedures to provide for real time tax maps/data.
- ✓ Automated exemption renewal processing so that renewal documents are stored electronically along with automated status tracking.
- ✓ Successfully defended challenges to the 2009 -2013 assessments brought by Stateway Plaza in State Supreme Court.

2016-17 Goals and Objectives:

- Continue work towards a city-wide document management system.
- Investigate options for a GIS/data based building sketch solution to replace paper based sketches.

City of Watertown

Fiscal Year: **2016-17**

Department: **Assessment**

Account Code: **A1355**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 64,272	$ 64,284	$ 63,298	$ 66,338
120 Clerical	-	-	-	-
130 Wages	96,472	99,613	102,900	107,464
140 Temporary	-	-	-	-
150 Overtime	-	163	200	200
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 Allowance	-	-	-	-
Total Personal Services	$ 160,744	$ 164,060	$ 166,398	$ 174,002
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 480	$ 480	$ 481	$ 481
420 Insurance	-	-	-	-
430 Contracted Services	3,389	1,656	3,670	3,670
440 Fees Non Employees	19,038	52,137	30,000	58,000
450 Miscellaneous	5,969	7,350	7,425	7,525
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,732	1,661	1,950	1,680
465 Equipment < $5,000	363	1,172	1,800	3,200
Total Operating Expenses	$ 30,971	$ 64,456	$ 45,326	$ 74,556
Fringe Benefits				
810 NYS Employees' Retirement System	$ 29,913	$ 26,619	$ 27,787	$ 24,776
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	11,740	12,014	12,729	13,310
840 Workers' Compensation	-		-	-
850 Health Insurance	11,639	10,647	12,157	6,626
Total Fringe Benefits	$ 53,292	$ 49,280	$ 52,673	$ 44,712
Department Total	$ 245,007	$ 277,796	$ 264,397	$ 293,270

City of Watertown

Fiscal Year: **2016-17**

Department: **Assessment**

Account Code: **A1355**

Function: **General Government Support**

Personal Services		**FY 2016-17 Adopted Budget**	
A.1355.0110	Salaries		
	City Assessor		$ 66,338
A.1355.0130	Wages		
	Real Property Appraiser	$ 61,732	
	Real Property Tax Service Aide	45,732	107,464
A.1355.0150	Overtime		200
	Total Personal Services		$ 174,002

Operating Expenses			
A.1355.0410	Utilities		
	Tablet Data Plan		$ 481
A.1355.0430	Contracted Services		
	Advertising Expenses	$ 70	
	Repairs/Maintenance of Equip.	500	
	SDG Link Maintenance	1,100	
	Data Processing Service (RPS)	2,000	$ 3,670
A.1355.0440	Fees, Non Employees		
	Legal and Appraisals Services		58,000
A.1355.0450	Miscellaneous		
	Professional Organization Dues	375	
	Travel and Training	1,850	
	Postage	5,000	
	Mileage	300	7,525
A.1355.0460	Materials and Supplies		
	Tax Bills and Notices	1,400	
	Office Supplies	280	1,680
A.1355.0465	Equipment < $5,000		
	Computer	1,000	
	Folder/Sealer Machine	1,500	
	Office Chairs (2)	700	3,200
	Total Operating Expenses		$ 74,556

Fringe Benefits		
A.1355.0810	New York State Employees' Retirement System	$ 24,776
A.1355.0830	Social Security	13,310
A.1355.0850	Health Insurance	6,626
	Total Fringe Benefits	$ 44,712
	TOTAL BUDGET	$ 293,270

City of Watertown
Fiscal Year: **2016-17**
Department: **Miscellaneous**
Account Code: **A1362, A1380, A1930, A1950, A1990**
Function: **General Government Support**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A1362 Tax Advertising	$ 21,053	$ 16,084	$ 21,000	$ 21,000
A1380 Fiscal Agent Fees	920	800	800	800
A1930 Judgments and Claims	-	-	30,000	13,500
A1940 Purchase of Land	-	20,000	-	-
A1950 Real Property Taxes	39,466	40,188	39,600	39,000
A1990 Contingency	-	-	407,394	1,150,000
TOTAL BUDGET	$ 61,439	$ 77,072	$ 498,794	$ 1,224,300

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

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 purchase of land.

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

A1990 - Contingency - Projected salary and benefit increases for outstanding collective bargaining units, deferred compensation payments and other miscellaneous items.

City of Watertown
Fiscal Year: **2016-17**
Department: **Property Acquired**
Account Code: **A1364**
Function: **General Government Support**

Description: Charged to this account are expenses incurred in the managing of property taken by foreclosure for delinquent real property taxes and property acquired through donation. Expenses include maintenance, repairs and demolitions.

2015-16 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.

- ✓ Revived the NDC Housing Rehabilitation Program. The City Council approved an updated Memorandum of Understanding with Neighbors of Watertown, Inc. and the Development Authority of the North Country for the program.

- ✓ Acquired three bank foreclosed properties with one being auctioned and two being considered for NDC Program.

2016-17 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 reverting properties to the tax roll from City ownership.

- Utilize the NDC Program to the maximum extent possible to renovate tax foreclosed and donated properties, and sell them to homeowners.

City of Watertown

Fiscal Year: **2016-17**

Department: **Property Acquired**

Account Code: **A1364**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	2,700	6,590	51,750	27,750
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	78	250	100
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 2,700	$ 6,668	$ 52,000	$ 27,850
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-		-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-		-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 2,700	$ 6,668	$ 52,000	$ 27,850

City of Watertown

Fiscal Year: **2016-17**

Department: **Property Acquired**

Account Code: **A1364**

Function: **General Government Support**

Operating Expenses		**FY 2016-17 Adopted Budget**	
A.1364.0430	Contracted Services		
	Auction Notices	$ 250	
	Deed Filings	2,500	
	Asbestos Surveys, Demolitions	25,000	$ 27,750
A.1364.0460	Materials and Supplies		100
	Total Operating Expenses		$ 27,850
	TOTAL BUDGET		$ 27,850

City of Watertown
Fiscal Year: **2016-17**
Department: **City Clerk**
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 for the City Council. The City 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 whom 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 City Clerk prepares and distributes the minutes for the City Council Meetings and periodic revisions 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 and departments within our City government structure.

2015-16 Accomplishments:

- ✓ Issued 858 marriage licenses, 1,652 birth certificates, 479 death certificates, 6,048 certified copies, 1,856 dog licenses and renewals, 11 business licenses, and 526 handicap parking permits. Performed 486 wedding ceremonies and 70 genealogy searches.

- ✓ Developed an effective process for tracking delinquent dog license renewals and collaborated with Jefferson County Dog Control in increasing compliance with dog licensing requirements.

- ✓ Continued the implementation of an electronic document management program by making all Council related documents, to include approved contracts, claims against the City, communications and prior written notices, electronic and formulated workflows in expanding the electronic handling of these ongoing records.

- ✓ Coordinated an event to celebrate the 50th Anniversary of the Dedication of "New" City Hall (6/26/2015), which included the opening of a time capsule and the selection of new items to be placed for the next 50 years.

2016-17 Goals and Objectives:

- Continue to take advantage of training opportunities while working towards NYS certification as a Registered Municipal Clerk.

- Collaborate with other departments within the City for the continued development of a records management program.

- Continue to work with Funeral Directors and Medical Providers as NYS Department of Health transitions to the electronic filing of death certificates.

City of Watertown
Fiscal Year: **2016-17**
Department: **City Clerk**
Account Code: **A1410**
Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 137,585	$ 132,938	$ 135,218	$ 138,735
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 Allowance	-	-	-	-
Total Personal Services	$ 137,585	$ 132,938	$ 135,218	$ 138,735
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	8,000
Total Equipment	$ -	$ -	$ -	$ 8,000
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	8,701	8,584	11,550	10,800
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	487	332	2,370	2,320
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	761	652	1,000	1,000
465 Equipment < $5,000	469	563	1,000	-
Total Operating Expenses	$ 10,418	$ 10,131	$ 15,920	$ 14,120
Fringe Benefits				
810 NYS Employees' Retirement System	$ 25,198	$ 22,623	$ 23,375	$ 20,400
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,742	9,508	10,345	10,613
840 Workers' Compensation	-	-	-	-
850 Health Insurance	30,754	26,207	27,444	28,519
Total Fringe Benefits	$ 65,694	$ 58,338	$ 61,164	$ 59,532
Department Total	$ 213,697	$ 201,407	$ 212,302	$ 220,387

City of Watertown

Fiscal Year: **2016-17**

Department: **City Clerk**

Account Code: **A1410**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1410.0110	Salaries		
	City Clerk	$ 62,000	
	Deputy City Clerk (2)	76,735	$ 138,735
	Total Personal Services		$ 138,735
Equipment			
A.1410.0250	Other Equipment		
	Copier		$ 8,000
	Total Equipment		$ 8,000
Operating Expenses			
A.1410.0430	Contracted Services		
	Copier Maintenance and Lease (4 Months Plus Return Fee)	$ 950	
	Copier Maintenance (Replacement)	350	
	BAS Clerk Software Updates	2,000	
	Online Code Book Updates (E-Code)	1,500	
	General Code Supplements	6,000	$ 10,800
A.1410.0450	Miscellaneous		
	Education/Staff Training	1,800	
	Membership Dues/Travel	320	
	Other Miscellaneous	200	2,320
A.1410.0460	Materials and Supplies		
	Office Supplies		1,000
	Total Operating Expenses		$ 14,120
Fringe Benefits			
A.1410.0810	New York State Employees' Retirement System		$ 20,400
A.1410.0830	Social Security		10,613
A.1410.0850	Health Insurance		28,519
	Total Fringe Benefits		$ 59,532
	TOTAL BUDGET		$ 220,387

A1410 – City Clerk

Fiscal Year 2016-17
Vehicles and Equipment

Copier $8,000

The copier currently used by the City Clerk's Office is a leased copier from Ricoh and this lease ends in October of 2016. It is the wish of the City Clerk to purchase a new copier to replace this model. Due to the extended period of time that the City maintains their copiers, it is in our financial interest to purchase rather than lease a copier. The copier will incorporate a fax module as well, ending the need for a separate purchase of fax machine, which is also in need of replacement. It is essential that this department have a dedicated copier due to the various specialized documents that are printed in order fulfill the customers' requests in a timely and confidential manner.

City of Watertown
Fiscal Year: **2016-17**
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, City staff, City boards and officers of the City. Corporation Counsel defends and prosecutes 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 Corporation Counsel. Counsel provides interpretation of City Code, State and Federal laws and provides legal opinion as required. The City employs specialized counsel as circumstances require.

2015-16 Accomplishments:

- ✓ Provided legal counsel, defense and opinions for a number of labor, general, and litigation matters.

2016-17 Goals and Objectives

- Continue to provide timely and responsive legal counsel to City Council and staff concerning: labor matters; requests for opinions; contracts and agreements; interpretation of City Code, State and Federal legislation; and, defense of the City and its officers in self-insured defense matters.

City of Watertown

Fiscal Year: **2016-17**

Department: **Law**

Account Code: **A1420**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	280,971	279,569	465,000	286,500
450 Miscellaneous	8,038	7,809	6,500	8,000
455 Vehicle Expenses			-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 289,009	$ 287,378	$ 471,500	$ 294,500
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 289,009	$ 287,378	$ 471,500	$ 294,500

City of Watertown

Fiscal Year: **2016-17**

Department: **Law**

Account Code: **A1420**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Operating Expenses			
A.1420.0440	Fees, Non Employees		
	Slye Law Firm	$ 235,000	
	Bond Schoeneck and King	50,000	
	Arbitrators, Stenographers, etc.	1,500	$ 286,500
A.1420.0450	Miscellaneous		
	Law Book Updates		8,000
	Total Operating Expenses		$ 294,500
	TOTAL BUDGET		$ 294,500

City of Watertown
Fiscal Year: **2016- 17**
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 311 competitive, 177 non-competitive, 89 labor, 14 exempt, and 4 unclassified positions (for a total of 595 employees). The department is staffed with a full-time Executive Secretary.

2015- 16 Accomplishments:

- ✓ In 2015, 41 competitive and promotional exams were given, including the City Firefighter exam, resulting in the total receipt of 455 approved applicants.
- ✓ 382 employment applications were approved and forwarded to Department Heads and Appointing Authorities for consideration.
- ✓ Enhanced and expanded the Civil Service link within the City's website.
- ✓ Revised the City employment/exam application.
- ✓ Assisted all appointing authorities serviced by this office to maintain Civil Service compliance and cohesiveness.
- ✓ Promoted job opportunities for all agencies served by this office by posting available positions/examinations and through community outreach to include Workforce 2020 and Fort Drum.

2016- 17 Goals and Objectives:

- In collaboration with IT, continue to enhance and expand information on Civil Service link on the City's website.
- As positions are vacated and duties of functions change, work in collaboration with Department Heads and Appointing Authorities, to review and update individual job specifications and minimum qualifications.
- Hold public hearings to present revisions of Civil Service Rules and Appendices and send revisions and resolutions to the State Commission for final approval.
- Continue to assist all appointing authorities serviced by this office to maintain Civil Service compliance and cohesiveness.
- Continue to promote job opportunities for all agencies served by this office by attending job fairs, posting available positions and examinations, and community outreach.

City of Watertown

Fiscal Year: **2016-17**

Department: **Civil Service**

Account Code: **A1430**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 44,543	$ 42,169	$ 42,000	$ 44,017
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	140	287	400	500
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 44,683	$ 42,456	$ 42,400	$ 44,517
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	5,800	5,334	5,790	5,896
440 Fees Non Employees	50	-	-	-
450 Miscellaneous	798	4,972	1,805	1,625
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	46	236	300	300
465 Equipment < $5,000	363	-	-	1,000
Total Operating Expenses	$ 7,057	$ 10,542	$ 7,895	$ 8,821
Fringe Benefits				
810 NYS Employees' Retirement System	$ 8,586	$ 6,801	$ 4,527	$ 4,174
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,122	2,993	3,244	3,405
840 Workers' Compensation	818	152	-	-
850 Health Insurance	9,379	5,249	5,497	5,712
Total Fringe Benefits	$ 21,905	$ 15,195	$ 13,268	$ 13,291
Department Total	$ 73,645	$ 68,193	$ 63,563	$ 66,629

City of Watertown

Fiscal Year: **2016-17**

Department: **Civil Service**

Account Code: **A1430**

Function: **General Government Support**

			FY 2016-17 Adopted Budget		
Personal Services					
A.1430.0110	Salaries				
	Executive Secretary to Civil Service Commission			$	44,017
A.1430.0170	Out of Code (Exam Monitors)				500
	Total Personal Services			$	44,517
Operating Expenses					
A.1430.0430	Contracted Services				
	Advertising (Public Hearings)	$	150		
	Software Maintenance Agreement		5,446		
	Fees, Non Employee		300	$	5,896
A.1430.0450	Miscellaneous				
	Membership Dues		150		
	Mileage Reimbursement		600		
	Travel and Training		600		
	Law Book Updates		275		1,625
A.1430.0460	Materials and Supplies				
	Printed Forms, Letterhead				300
A.1430.0465	Equipment < $5,000				
	Computer				1,000
	Total Operating Expenses			$	8,821
Fringe Benefits					
A.1430.0810	New York State Employees' Retirement System			$	4,174
A.1430.0830	Social Security				3,405
A.1430.0850	Health Insurance				5,712
	Total Fringe Benefits			$	13,291
	TOTAL BUDGET			$	66,629

City of Watertown
Fiscal Year: **2016-17**
Department: **Engineering**
Account Code: **A1440**
Function: **General Government Support**

Description: The City Engineering Department is responsible for providing support to other City departments and the public. Areas include capital design (in-house or outside consultant), project management, property surveys, Planning Board reviews, Zoning and oversight of the Code Enforcement Office. In addition to the City Engineer, the department currently has authorized staffing of one Civil Engineer II and two Civil Engineer I positions, a Computer Aided Design Technician, one Senior Engineering Technicians, and a Secretary I. The goals of the department are to continue the 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.

2015-16 Accomplishments

- ✓ Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies on a multitude of projects: Factory Street construction, Arena renovation construction, Flower Memorial Library (FML) and City Hall boiler replacement, Whitewater Park deck repair, Thompson Park water tank rehabilitation, City Hall Court expansion design, and Lachenauer Pump Station replacement design.
- ✓ Completed various projects in support of DPW, such as Dimmick St and Gill St. reconstruction; Parks and Recreation, such as improvements for handicap parking at the Fairgrounds; and the Fort Drum 10th Mountain Division Monument; as well as the Water Department and the Hydro facility.
- ✓ Worked with City Manager, Jefferson County and NYSDOT to stand up and develop the framework documents, website, Public Participation Plan, and first Transportation Improvement Plan (TIP) of the Metropolitan Planning Organization.
- ✓ Successfully implemented traffic control measures on Knickerbocker Drive based on the findings of the City conducted traffic study and public outreach in conjunction with Watertown High School and City officials.
- ✓ Designed and constructed the Gaffney Drive Sidewalk Project, which provided a new pedestrian connection between Commerce Park Drive and Coffeen St, and a majority of Sidewalk Program District #10.

2016-17 Goals and Objectives

- Continue exceptional service in support of Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies: design of City Court expansion, Cooper Street sanitary sewer outfall design, Factory Street reconstruction, Thompson Park projects, Western Boulevard, FML HVAC replacement design, Sidewalk Program District #11 and CDBG sidewalk improvements.
- Support DPW street reconstruction, and ADA sidewalk ramp and pedestrian signal improvements.
- Assist Parks and Recreation staff's transition into the newly renovated Arena by finalizing and interpreting as built records, short and long term HVAC and Building maintenance schedules, warranties, completion of punch list items, etc.
- Continue to build on successful integration of the Water Department's infrastructure into Cartegraph and GIS, into a comprehensive database which will allow Engineering to analyze and prioritize street and utility projects based on a conditions rating system.

City of Watertown

Fiscal Year: **2016-17**

Department: **Engineering**

Account Code: **A1440**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 331,613	$ 285,894	$ 265,228	$ 277,967
120 Clerical	32,687	33,914	35,681	36,572
130 Wages	85,319	98,487	148,259	111,922
140 Temporary	-		-	-
150 Overtime	398	863	6,000	1,000
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 Allowance	-	-	-	-
Total Personal Services	$ 450,017	$ 419,158	$ 455,168	$ 427,461
Equipment				
230 Vehicles	$ -	$ -	$ -	$ 22,000
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ 22,000
Operating Expenses				
410 Utilities	$ 480	$ 480	$ 800	$ 800
420 Insurance	-	803	-	-
430 Contracted Services	17,466	45,760	49,450	74,600
440 Fees Non Employees	20,674	19,793	15,000	15,000
450 Miscellaneous	4,394	7,726	9,200	9,600
455 Vehicle Expenses	3,655	5,714	3,000	2,288
460 Materials and Supplies	838	1,088	9,600	9,600
465 Equipment < $5,000	1,273	15,363	3,200	2,800
Total Operating Expenses	$ 48,780	$ 96,727	$ 90,250	$ 114,688
Fringe Benefits				
810 NYS Employees' Retirement System	$ 81,546	$ 72,205	$ 76,833	$ 63,650
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	33,005	30,646	34,821	32,701
840 Workers' Compensation	2,957	3,492	2,000	1,000
850 Health Insurance	70,417	58,119	64,658	60,207
Total Fringe Benefits	$ 187,925	$ 164,462	$ 178,312	$ 157,558
Department Total	$ 686,722	$ 680,347	$ 723,730	$ 721,707

City of Watertown

Fiscal Year: **2016-17**

Department: **Engineering**

Account Code: **A1440**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Personal Services			
A.1440.0110	Salaries		
	City Engineer	$ 83,842	
	Civil Engineer II	70,797	
	Civil Engineer I (2)	123,328	$ 277,967
A.1440.0120	Clerical		
	Secretary I		36,572
A.1440.0130	Wages		
	CAD Technician	61,732	
	Senior Engineering Technician	50,190	111,922
A.1440.0150	Overtime		1,000
	Total Personal Services		$ 427,461
Equipment			
A.1440.0230	Vehicles		
	Vehicle		$ 22,000
	Total Equipment Expenses		$ 22,000
Operating Expenses			
A.1440.0410	Utilities		$ 800
A.1440.0430	Contracted Services		
	Equipment Service/Repair	$ 800	
	Software and Tech Support	17,500	
	Monument Survey and Installation	15,000	
	Legal Advertisements	1,000	
	Filing Fees for Deeds/Easements	600	
	Pre-Design Engineering Inspections	30,000	
	Traffic Counts	8,500	
	Maintenance Agreements	1,200	74,600
A.1440.0440	Fees, Non Employee		
	Surveying Agreement		15,000
A.1440.0450	Miscellaneous		
	Travel	2,000	
	Training and Professional Development	4,500	
	Mileage Reimbursement	1,500	
	Professional Memberships	1,000	
	Texts/Reference Materials	600	9,600

City of Watertown

Fiscal Year: **2016-17**

Department: **Engineering**

Account Code: **A1440**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1440.0455	Vehicle Expense		
	Insurance	788	
	Fuel and Oil	900	
	Maintenance/Repairs	600	2,288
A.1440.0460	Materials and Supplies		
	CAD/Drafting Supplies	700	
	Monument Supplies	7,500	
	Field Supplies	700	
	Office Supplies	700	9,600
A.1440.0465	Equipment < $5,000		
	Field Equipment	400	
	Total Station - Miscellaneous Equipment	400	
	Computers (2)	2,000	2,800
	Total Operating Expenses		$ 114,688

Fringe Benefits

A.1440.0810	New York State Employees' Retirement System	$ 63,650
A.1440.0830	Social Security	32,701
A.1440.0840	Workers' Compensation	1,000
A.1440.0850	Health Insurance	60,207
	Total Fringe Benefits	$ 157,558
	TOTAL BUDGET	$ 721,707

A1440 - Engineering

Fiscal Year 2016-17
Vehicles and Equipment

Engineering Fleet vehicle 7-1 $22,000

Vehicle 7-1 is a 2000 Dodge Caravan, two wheel drive, three row seat caravan that is assigned to the Engineering Department. The van has in excess of 58,000 miles and is in poor condition with substantial rust and deterioration to the frame and structural supports, along with minor superficial body dings, dents and scratches. The replacement vehicle will be a Ford economy utility van. The new vehicle will be purchased from a municipal contract. The present vehicle will be sold through the City's excess vehicle auction or scrapped if the condition warrants.

City of Watertown
Fiscal Year: **2016-17**
Department: **Public Works Administration**
Account Code: **A1490**
Function: **General Government Support**

Description: This account is 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 2015-2016 fiscal year operating budget in excess of $8,089,000. 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. There are a total of one part time and five full time employees within this account.

2015-16 Accomplishments

- ✓ Participated in joint inter-departmental construction and maintenance activities with projects such as: the new Huntington Street Trail; installed the storm sewer extension on Gaffney Drive in support of the Sidewalk Program; reconfigured existing traffic signal assemblies in support of the Factory Street Reconstruction Project; assisted in the installation of security camera systems at the Water Filtration Maintenance Facility; and, provided technical assistance for the Ice Arena Reconstruction Project.

- ✓ Continued to work with the Watertown Jefferson County Area Transportation Council which is the designated local authorizing agency for Federal transit grant submittals.

- ✓ Completed the formal Federal Transit Administration Technical Assistance Review and after fulfilling all corrective actions, the City is now in a position to pursue grant submittals.

- ✓ Paved 4,100 linear feet of roadway and installed 5,600 linear feet of pin-on curbing.

2016-17 Goals and Objectives

- Continue to redefine existing CitiBus operational protocols as they pertain to the Federal Transit Administration's Urban Transportation Rules and Regulations and investigate grants and reimbursement opportunities associated with the FTA funding MPO.

- Investigate regionalization options as they relate to transit operations.

- Continue to study recyclable collection options relative to single stream collection.

- Promote Complete Streets protocol adoption including the formal ADA Transition Plan.

- Continue to identify and develop a planned strategy of energy reduction opportunities such as high efficiency lighting upgrades in City buildings and parking areas to reduce energy consumption thereby increasing excess power available for resale to National Grid without jeopardizing the existing purchase agreement.

City of Watertown

Fiscal Year: **2016-17**

Department: **Public Works Administration**

Account Code: **A1490**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 101,043	$ 101,062	$ 91,214	$ 95,595
120 Clerical	99,364	106,784	106,886	106,760
130 Wages	34,639	43,337	46,300	49,674
140 Temporary	-	-	-	-
150 Overtime	2,306	1,201	1,000	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 Allowance	-	-	-	-
Total Personal Services	$ 237,352	$ 252,384	$ 245,400	$ 253,529
Equipment				
230 Vehicles	$ -	$ 22,166	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ 22,166	$ -	$ -
Operating Expenses				
410 Utilities	$ 35,331	$ 25,176	$ 35,794	$ 32,086
420 Insurance	2,944	3,047	3,200	-
430 Contracted Services	50,599	39,300	50,601	51,450
440 Fees Non Employees	2,104	1,626	2,000	1,500
450 Miscellaneous	2,280	2,172	9,000	11,000
455 Vehicle Expenses	3,508	3,529	3,650	4,361
460 Materials and Supplies	19,978	20,541	24,250	28,150
465 Equipment < $5,000	1,976	2,701	15,000	7,000
Total Operating Expenses	$ 118,720	$ 98,092	$ 143,495	$ 135,547
Fringe Benefits				
810 NYS Employees' Retirement System	$ 44,165	$ 40,771	$ 42,648	$ 36,420
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	17,280	18,425	18,774	19,396
840 Workers' Compensation	5,055	5,329	5,000	5,000
850 Health Insurance	48,439	51,705	50,907	44,265
Total Fringe Benefits	$ 114,939	$ 116,230	$ 117,329	$ 105,081
Department Total	$ 471,011	$ 488,872	$ 506,224	$ 494,157

City of Watertown

Fiscal Year: **2016-17**

Department: **Public Works Administration**

Account Code: **A1490**

Function: **General Government Support**

		FY 2016-17 Adopted Budget		
Personal Services				
A.1490.0110	Salaries			
	Superintendent of Public Works	$ 88,070		
	Asst. Superintendent of Public Works (1 @ .10) *	7,525	$	95,595
A.1490.0120	Clerical			
	Principal Account Clerk	50,190		
	Senior Account Clerk Typist	40,126		
	Account Clerk Typist (part-time)	16,444		106,760
A.1490.0130	Wages			
	Senior Engineering Tech			49,674
A.1490.0150	Overtime			1,500
	Total Personal Services		$	253,529
Operating Expenses				
A.1490.0410	Utilities			
	Water/Sewer	$ 1,176		
	Electric	9,100		
	Natural Gas	17,000		
	Westelcom Telephone	3,200		
	Tablet Aircard (x2)	960		
	Cellular Phone Service	650	$	32,086
A.1490.0420	Insurance			-
A.1490.0430	Contracted Services			
	Janitorial Services	10,000		
	Rug/Mat Rentals	550		
	GIS/GPS Software Service/Maintenance	600		
	Cartegraph Software Maintenance	11,000		
	Weather Forecast Service	825		
	Elevator Maintenance/Repair	3,500		
	Sealcoat East End Yard	3,500		
	Install Steel Siding 521a Newell Street	2,000		
	Vinyl Window Replacement (7) - 1st Floor 521 Newell St.	4,800		
	HVAC/Plumbing Maintenance	4,000		

City of Watertown

Fiscal Year: **2016-17**

Department: **Public Works Administration**

Account Code: **A1490**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1490.0430	Contracted Services continued		
	Sprinkler System Maintenance	2,000	
	Internal (5 yr.) Inspection Sprinkler 337 Engine St.	1,200	
	Generator Maintenance	875	
	Overhead Door Preventive Maintenance (21)	1,900	
	Overhead Door Repairs	1,000	
	Various Fence and Gate Repairs	900	
	Office Equipment Maint./Repair	1,800	
	Small Equipment Repairs	1,000	51,450
A.1490.0440	Fees, Non-Employees		
	CDL Mandated Random Testing		1,500
A.1490.0450	Miscellaneous		
	Subscriptions and Memberships	1,000	
	PESH Training	1,000	
	First Aid and CPR	3,000	
	Conference and Special Training/Webinars	5,000	
	Reference Manuals	500	
	Safety Shoes/Related Equipment	500	11,000
A.1490.0455	Vehicle Expenses		
	Vehicle Fuel and Lubricants	900	
	Maintenance and Repairs	1,650	
	Insurance	1,811	4,361
A.1490.0460	Materials and Supplies		
	Public Works Administration:		
	Small Tools and Materials	1,750	
	Building/Grounds Maintenance and Repair Materials	5,000	
	Janitorial/Restroom Supplies	2,000	
	Replacement Lights (16) 521 Newell Street	2,400	
	Steel Siding and Trim 521a Newell Street	1,500	
	Office Equipment Supplies	500	
	Carpenter Tools/Supplies	500	
	Small Tools and Safety Lights	1,000	
	Safety Clothing and Equipment	1,000	
	Central Storeroom Materials:		
	Barricade Parts/Batteries	3,000	
	Lumber and Materials	2,000	
	Small Hand Tools/Equipment	1,500	
	Safety Vests, Gloves, etc. (Stock)	4,000	
	Miscellaneous Supplies	2,000	28,150

City of Watertown

Fiscal Year: **2016-17**

Department: **Public Works Administration**

Account Code: **A1490**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1490.0465	Equipment < $5,000		
	Software Updates	5,000	
	Computers (2)	2,000	7,000
	Total Operating Expenses		$ 135,547
Fringe Benefits			
A.1490.0810	New York State Employees' Retirement System		$ 36,420
A.1490.0830	Social Security		19,396
A.1490.0840	Workers' Compensation		5,000
A.1490.0850	Health Insurance		44,265
	Total Fringe Benefits		$ 105,081
	TOTAL BUDGET		$ 494,157

* Split with A.1490 (10%), A.1640 (80%) and A.8160 (10%)

City of Watertown
Fiscal Year: **2016-17**
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.

2015-16 Accomplishments:

- ✓ Oversaw the upgrades of the boilers.
- ✓ Continued maintenance of the buildings and grounds at City Hall and Library.

2016-17 Goals and Objectives:

- Oversee the installation of the air handling units.
- Await determination on City Court renovations.

City of Watertown

Fiscal Year: **2016-17**

Department: **Municipal Building**

Account Code: **A1620**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	56,075	63,878	57,528	58,966
140 Temporary	-	-	-	-
150 Overtime	5,674	5,852	4,000	3,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 61,749	$ 69,730	$ 62,928	$ 63,366
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 43,539	$ 35,211	$ 49,480	$ 61,056
420 Insurance	8,086	9,435	9,900	10,395
430 Contracted Services	29,957	24,708	36,676	36,148
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	250	135	-	-
455 Vehicle Expenses	1,713	378	1,625	2,100
460 Materials and Supplies	7,074	10,793	14,000	16,232
465 Equipment < $5,000	918	2,830	-	-
Total Operating Expenses	$ 91,537	$ 83,490	$ 111,681	$ 125,931
Fringe Benefits				
810 NYS Employees' Retirement System	$ 11,325	$ 11,727	$ 11,831	$ 10,138
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,626	5,253	4,814	4,847
840 Workers' Compensation	-	-	-	-
850 Health Insurance	9,239	8,250	6,450	6,626
Total Fringe Benefits	$ 25,190	$ 25,230	$ 23,095	$ 21,611
Department Total	$ 178,476	$ 178,450	$ 197,704	$ 210,908

City of Watertown

Fiscal Year: **2016-17**

Department: **Municipal Building**

Account Code: **A1620**

Function: **General Government Support**

		FY 2016-17 Adopted Budget		
Personal Services				
A.1620.0130	Wages			
	Custodial and Maintenance Supervisor *	$ 23,974		
	Laborer I (2 @ .50) *	34,992	$	58,966
A.1620.0150	Overtime			3,000
A.1620.0175	Health Insurance Buyout			1,400
	Total Personal Services		$	63,366
Operating Expenses				
A.1620.0410	Utilities			
	Phone System	$ 20,896		
	Water and Sewer	3,960		
	Electric	14,700		
	Electric (Town Clock)	2,000		
	Diesel Fuel	1,500		
	Natural Gas	18,000	$	61,056
A.1620.0420	Insurance			10,395
A.1620.0430	Contracted Services			
	Stat Contract	400		
	Seimen's Contract	8,772		
	HVAC Maintenance	18,000		
	Buildings and Grounds Repairs	4,500		
	Elevator Maintenance	3,076		
	Generator Contract	1,400		36,148
A.1620.0455	Vehicle Expenses			
	Small Engine Repair	1,800		
	Gasoline	300		2,100
A.1620.0460	Materials and Supplies			
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint			16,232
	Total Operating Expenses		$	125,931
Fringe Benefits				
A.1620.0810	New York State Employees' Retirement System		$	10,138
A.1620.0830	Social Security			4,847
A.1620.0850	Health Insurance			6,626
	Total Fringe Benefits		$	21,611
	TOTAL BUDGET		$	210,908

* Split with A.1620 (50%) and L.7410 (50%)

City of Watertown
Fiscal Year: **2016-17**
Department: **Central Garage**
Account Code: **A1640**
Function: **General Government Support**

Description: This account under the Department of Public Works 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 Motor Equipment Mechanics and a Senior Account Clerk/Typist.

2015-16 Accomplishments

- ✓ Added additional diagnostic software (Allison, Detroit Diesel, Ford) software to library.
- ✓ Issued requisitions for all vehicles authorized in the 2015-16 budget available for purchase either on a government purchasing plan or competitively bid that were not delayed.
- ✓ Replaced the forty one 400 watt light metal halide fixtures in the maintenance facility with energy efficient T-5 fluorescent fixtures.
- ✓ Completed a physical inventory of all parts currently in stock.

2016-17 Goals and Objectives

- Add additional ABS brake and International diagnostic software.
- Replace the present "heavy truck scanner" hardware unit that is no longer able to be supported by the manufacturer.
- Develop detailed specifications and procure all 2016-17 authorized vehicle purchases utilizing either competitive bidding or government purchase contracts.
- Prepare specifications for the purchase of new transit buses and para-transit units.

City of Watertown

Fiscal Year: **2016-17**

Department: **Central Garage**

Account Code: **A1640**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 36,868	$ 36,875	$ 57,442	$ 60,201
120 Clerical	39,397	42,424	40,831	41,853
130 Wages	268,534	274,692	252,553	277,989
140 Temporary	-	-	-	-
150 Overtime	6,183	4,453	5,000	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	7,100	6,847	5,600	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 358,082	$ 365,291	$ 361,426	$ 387,843
Equipment				
230 Vehicles	$ -	$ -	$ 29,000	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ 29,000	$ -
Operating Expenses				
410 Utilities	$ 30,639	$ 13,635	$ 19,700	$ 15,600
420 Insurance	2,952	3,183	3,275	3,439
430 Contracted Services	67,273	60,515	55,662	82,560
440 Fees Non Employees	180	246	300	300
450 Miscellaneous	793	745	3,550	4,350
455 Vehicle Expenses	8,629	7,536	5,880	5,916
460 Materials and Supplies	164,280	75,144	131,224	103,550
465 Equipment < $5,000	3,048	7,159	8,525	11,400
Total Operating Expenses	$ 277,794	$ 168,163	$ 228,116	$ 227,115
Fringe Benefits				
810 NYS Employees' Retirement System	$ 66,409	$ 57,101	$ 68,887	$ 61,781
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	26,496	27,016	27,651	29,670
840 Workers' Compensation	455	1,805	1,000	2,000
850 Health Insurance	46,665	48,625	60,336	84,384
Total Fringe Benefits	$ 140,025	$ 134,547	$ 157,874	$ 177,835
Department Total	$ 775,901	$ 668,001	$ 776,416	$ 792,793

City of Watertown

Fiscal Year: **2016-17**

Department: **Central Garage**

Account Code: **A1640**

Function: **General Government Support**

			FY 2016-17 Adopted Budget		
Personal Services					
A1640.0110	Salaries				
	Assistant Superintendent of Public Works (80%) *			$	60,201
A.1640.0120	Clerical				
	Senior Account Clerk/Typist				41,853
A.1640.0130	Wages				
	Motor Equipment Mechanic (6)				277,989
A.1640.0150	Overtime				5,000
A.1640.0175	Health Insurance Buyout				2,800
	Total Personal Services			$	387,843
Operating Expenses					
A.1640.0410	Utilities				
	Gas	$	12,000		
	Water/Sewer		3,400		
	Cell Phone		200	$	15,600
A.1640.0420	Insurance				3,439
A.1640.0430	Contracted Services				
	Janitorial Services		12,000		
	Sanor Service		450		
	Uniforms/Rug Rental		4,000		
	Water Cooler/Delivery		625		
	Part Machine Servicing		2,400		
	Annual Sprinkler Inspection		275		
	Oil, Filters and Antifreeze Disposal		1,100		
	Overhead Door Repair		1,200		
	Overhead Door Preventive Maintenance (11)		1,200		
	Brake Lathe Maintenance		400		
	Shop Air Compressor Maintenance		750		
	Building Roof Repairs		2,000		
	Veeder Root and Leak Detector Testing		1,300		
	Heating/Plumbing Maintenance and Repairs		2,500		
	HVAC Service Agreement		2,500		
	Pest Control		1,200		

* Split with A.1490 (10%), A.1640 (80%) and A.8160 (10%)

City of Watertown
Fiscal Year: **2016-17**
Department: **Central Garage**
Account Code: **A1640**
Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1640.0430	Contracted Services continued		
	Fire Alarm Monitoring	330	
	Vehicle Diagnostic Sytem Upgrades:		
	Shop Key Program	2,300	
	Snapon Scanner Update	800	
	CUMMINS Insite Program Renewal	730	
	Detroit Diesel	800	
	Ford VCM	700	
	Allison Update	500	
	Fuel Master Replacement/Update	14,000	
	Fuel Farm Maintenance	1,700	
	Ice Control Electric Cables for Roof	14,000	
	Car Wash Maintenance	2,500	
	Vehicle Lift Annual OSHA Inspection	2,150	
	Vehicle Lift Repair	3,200	
	Fork Lift Maintenance	700	
	Pressure Washer Maintenance	900	
	Fleet Maintenance Software (RTA)	900	
	Copier Maintenance Contract	325	
	Window Blinds Replacement (5)	625	
	Crane Inspection and Certification (3)	1,000	
	Cylinder Rental	500	82,560
A.1640.0440	Fees, Non Employees		
	Employee Testing		300
A.1640.0450	Miscellaneous		
	Safety Shoes and Safety Apparel (7)	1,800	
	NYS DEC Fuel Tank Registration (5 year)	500	
	Training/PESH	1,600	
	Repair Manuals	300	
	Licensing/Subscriptions	150	4,350
A.1640.0455	Vehicle Expenses		
	Equipment Maintenance and Repair	2,000	
	Preventive Maintenance	400	
	Gasoline	1,600	
	Insurance	1,916	5,916

City of Watertown

Fiscal Year: **2016-17**

Department: **Central Garage**

Account Code: **A1640**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1640.0460	Materials and Supplies		
	NYSI Authorization	150	
	Gas and Diesel Fuel **	62,000	
	Lubricants **	2,700	
	Bulk Hydraulic Hose	2,500	
	Shop Tool Replacements	3,000	
	Welding Gas	500	
	Mechanics Supplies	5,000	
	Overhead Exhaust Hose (1)	600	
	Car Wash Soap	2,000	
	Shop Towels, Hand Soap, etc.	3,500	
	Misc. Parts for Maintenance/Repair **	21,600	103,550
A.1640.0465	Equipment < $5,000		
	Copier/Scanner	2,600	
	Computer	1,000	
	Part Shelving	800	
	Prolink Diagnostic Scanner Replacement/Upgrade	3,500	
	Vehicle Software	3,500	11,400
	Total Operating Expenses		$ 227,115

Fringe Benefits

A.1640.0810	New York State Employees' Retirement System	$ 61,781
A.1640.0830	Social Security	29,670
A.1640.0840	Workers' Compensation	2,000
A.1640.0850	Health Insurance	84,384
	Total Fringe Benefits	$ 177,835
	TOTAL BUDGET	$ 792,793

* Split 10% with A.1490, 10% with A.8160

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

City of Watertown
Fiscal Year: **2016-17**
Department: **Central Printing and Mailing**
Account Code: **A1670**
Function: **General Government Support**

Description: It is the responsibility of Central Printing and Mailing to operate and maintain the Kyocera Taskalfa 5501i & 6501i copiers, Hasler IN-600 mailing machine and electronic mail scale located in City Hall for use by all City 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.

2015-16 Accomplishments:

- ✓ Continued to review current service contracts for performance and toner usage.
- ✓ Replaced copier for the third floor at City Hall.

2016-17 Goals and Objectives:

- Continue to investigate the use of County, New York State OGS or cooperative contracts to lower paper and basic office supply costs.
- Collaborate with the IT Department to reduce the cost of printing by migrating from ink-jet printers to a lower cost alternative.

City of Watertown

Fiscal Year: **2016-17**

Department: **Central Printing and Mailing**

Account Code: **A1670**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	5,447	-	13,000	-
Total Equipment	$ 5,447	$ -	$ 13,000	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	7,071	2,509	5,700	5,050
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	27,492	27,500	28,500	28,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	31,123	33,409	36,650	36,650
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 65,686	$ 63,418	$ 70,850	$ 69,700
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 71,133	$ 63,418	$ 83,850	$ 69,700

City of Watertown

Fiscal Year: **2016-17**

Department: **Central Printing and Mailing**

Account Code: **A1670**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
Operating Expenses			
A.1670.0430	Contracted Services		
	Postage Meter Rental	$ 600	
	Mail Machine Maintenance	550	
	Copier Maintenance (2nd Floor)	1,900	
	Copier Maintenance (3rd Floor)	2,000	$ 5,050
A.1670.0450	Miscellaneous		
	Postage		28,000
A.1670.0460	Materials and Supplies		
	Office Supplies	35,800	
	Postage Machine Supplies (Ink and Tapes)	850	36,650
	Total Operating Expenses		$ 69,700
	TOTAL BUDGET		$ 69,700

City of Watertown
Fiscal Year: **2016-17**
Department: **Information Technology**
Account Code: **A1680**
Function: **General Government Support**

Description: The IT Department is responsible for strategic planning, budgeting, operational support, and coordination of technology requirements and uses within and between all departments to achieve the business objectives of the City. The department's five 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.

2015-16 Accomplishments:

- Initiated restructuring of the department's roles and workflow to promote efficiency, accountability, ownership, and better service.
- Interviewed and hired a Project Manager to the IT team.
- Implemented cost-saving measures and saved $34,600 in FY2014-15.
- Implemented a new data back-up system.
- Successfully transitioned data & phone networks for the duration of the Arena reconstruction and configured the new operating infrastructure.
- Relocated & recalibrated the GPS base station.
- Began implementing and utilizing the new Cartegraph system, continuing to phase in other parts as the year progresses.
- Initiated regularly scheduled bulk Desktop/Laptop replacements.
- Completed phase I of the City's network hardware restructuring.
- Initiated the transition to a new domain environment.
- Overhauled and implemented a new tax parcel mapping process.
- Replaced the Antivirus/Antimalware solution.
- Implemented upgraded data terminals (including tablets) in most emergency vehicles.
- Initiated a GPS vehicle tracking program for DPW.
- Started printer consolidation and centralization to cut down on excessive printing costs.

2016-17 Goals and Objectives:

- Complete the restructuring of the department to promote efficiency, accountability, ownership, and better service.
- Continue to evaluate the tools, software, hardware, and IT services utilized by the city and optimize said items in order to promote operational and financial efficiencies.
- Continue to formulate a strategy for a document management system in order to improve the organization of e-documents, collaboration between city departments, and efficiencies.
- Continue to improve IT equipment tracking and implement a more logical equipment replacement system.
- Complete next phases of the network rebuild project.
- Transition at least 75% of existing nodes to the new domain.
- Redesign and develop new website; increase functionality, user-friendliness and GIS expansion.

City of Watertown
Fiscal Year: **2016-17**
Department: **Information Technology**
Account Code: **A1680**
Function: **General Government Support**

2016-17 Goals and Objectives continued:

- Phase in additional operations into Cartegraph, where it is sensible to do so.
- Complete Thompson Park fiber project.
- Explore rebuilding a VMWare farm.
- Examine the future of Citrix in our environment.
- Continue consolidation and centralization to cut down on excessive printing costs.

City of Watertown

Fiscal Year: **2016-17**

Department: **Information Technology**

Account Code: **A1680**

Function: **General Government Support**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 57,075	$ 67,270	$ 113,955	$ 129,973
120 Clerical	-	-	-	-
130 Wages	175,299	189,550	195,879	192,236
140 Temporary	-	-	-	-
150 Overtime	4,077	1,913	3,900	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	1,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 236,451	$ 258,733	$ 313,734	$ 326,209
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	27,000	15,000
Total Equipment	$ -	$ -	$ 27,000	$ 15,000
Operating Expenses				
410 Utilities	$ 14,189	$ 13,083	$ 16,400	$ 15,827
420 Insurance	-	-	-	-
430 Contracted Services	67,909	85,724	37,384	35,570
440 Fees Non Employees	-	1,095	2,000	2,000
450 Miscellaneous	4,817	5,376	6,000	7,200
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	759	339	2,000	1,000
465 Equipment < $5,000	28,133	13,555	60,500	9,500
Total Operating Expenses	$ 115,807	$ 119,172	$ 124,284	$ 71,097
Fringe Benefits				
810 NYS Employees' Retirement System	$ 43,437	$ 42,695	$ 46,338	$ 37,886
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	17,462	19,007	24,000	24,955
840 Workers' Compensation	103	-	-	-
850 Health Insurance	45,267	52,572	68,392	41,914
Total Fringe Benefits	$ 106,269	$ 114,274	$ 138,730	$ 104,755
Department Total	$ 458,527	$ 492,179	$ 603,748	$ 517,061

City of Watertown

Fiscal Year: **2016-17**

Department: **Information Technology**

Account Code: **A1680**

Function: **General Government Support**

		FY 2016-17 Adopted Budget			
Personal Services					
A.1680.0110	Salaries				
	Information Technology Manager	$	74,010		
	Information Technology Project Manager		55,963	$	129,973
A.1680.0130	Wages				
	GIS Coordinator	$	57,605		
	GIS Technician		52,542		
	Information Technology Specialist (2)		82,089		192,236
A.1680.0150	Overtime				2,500
A.1680.0175	Health Insurance Buyout				1,500
	Total Personal Services			$	326,209
Equipment					
A.1680.0250	Other Equipment				
	Servers			$	15,000
	Total Equipment			$	15,000
Operating Expenses					
A.1680.0410	Utilities				
	Westelcom Data/RPI		12,434		
	Time Warner Data		3,393	$	15,827
A.1680.0430	Contracted Services				
	Software Maintenance:				
	ESRI (ARCGIS Maintenance and Support)		7,598		
	Citrix Systems		6,154		
	Oracle America (Blade Support)		580		
	Digicert		434		
	Dell Sonicwall Support		237		
	Telephone System Maintenance (Avaya)		14,621		
	STAT Communications Server RM		340		
	Printer Support Maintenance (Vitec)		5,606		35,570
A.1680.0440	Fees, Non Employees				
	Technical Support Services				2,000
A.1680.0450	Miscellaneous				
	Travel and Training				7,200
A.1680.0460	Materials and Supplies				
	Tapes and Supplies				1,000

City of Watertown

Fiscal Year: **2016-17**

Department: **Information Technology**

Account Code: **A1680**

Function: **General Government Support**

		FY 2016-17 Adopted Budget	
A.1680.0465	Equipment < $5,000		
	Computers (2)	2,000	
	Desks	1,600	
	Chairs	400	
	Phone Handsets and Equipment	500	
	Network Switch Replacements	5,000	9,500
	Total Operating Expenses		$ 71,097

Fringe Benefits

A.1680.0810	New York State Employees' Retirement System	$ 37,886
A.1680.0830	Social Security	24,955
A.1680.0850	Health Insurance	41,914
	Total Fringe Benefits	$ 104,755

	TOTAL BUDGET	$ 517,061

A1680 – Information Technology

Fiscal Year 2016-17
Vehicles and Equipment

Server Replacements $15,000

This accounts for the regular replacement of old servers throughout the city. In addition to hardware costs, this includes the costs of related software, such as Windows and SQL licensing.

City of Watertown
Fiscal Year: **2016-2017**
Department: **Police**
Account Code: **A3120**
Function: **Public Safety**

Description: The City of Watertown Police Department provides 24-hour service to the city through the deterrence of crime, the prosecution of criminals, the safeguarding of citizens, the protection of property and the maintenance of order. The department is staffed with 64 sworn officers and three civilian personnel. It is divided into three divisions: Patrol, Investigations and Administration. In 2015, the Watertown Police Department received 27,516 calls for service, of which 1,521 were domestic dispute investigations and 1,449 were motor vehicle accidents. WPD officers made 2,028 adult arrests and 48 juvenile arrests, issued 3,405 uniform traffic tickets, and issued 1,881 parking citations.

2015-2016 Accomplishments:

- ✓ Successfully investigated numerous major cases, including a stabbing homicide, a stabbing/arson homicide, a beating homicide and a bank robbery, all of which resulted in the prompt arrests of the suspects.

- ✓ Transitioned the Patrol Division to the new 12-hour shift schedule. The change in shifts has been a success and has been well received by the rank and file officers, leading to an overall improvement in department moral.

- ✓ Implemented the Spillman "Computer Assisted Dispatch" (CAD) system in all patrol cars. This system allows dispatchers, supervisors and officers to view the locations of all department patrol cars (via GPS mapping) as well as NY State Police and Jefferson County Sheriff's Office patrol cars within Jefferson County. Immediate knowledge of patrol locations results in faster, more efficient deployment to emergency calls and allows supervisors to better coordinate patrol response to incidents. Additionally, the CAD system allows officers to see all of the call related information on their computer screen. This reduces unnecessary radio traffic, keeping the airway clear for more critical transmissions.

- ✓ Added an additional detective to the Metro-Jefferson Drug Task Force, bringing the total number of WPD detectives serving on the task force to three and the total number of task force detectives to six. This addition continues our full support of the task force mission and our efforts to curb the supply of dangerous and illegal drugs in our community.

- ✓ Added a new K-9 unit to the patrol division. K-9 "Ricky" joined Officer Wayne McConnell on the "D" Platoon (6pm-6am shift). "Ricky" is a certified drug detection dog and will be able to assist in task force warrant executions as well as suspect apprehension and tracking duties. The addition of this unit brings the department closer to rebuilding the K-9 program to its former strength of three K-9 teams.

- ✓ Worked to keep overtime under control by monitoring platoon staffing, making adjustments to training schedules and working closely with supervisors to limit unnecessary overtime. This was a unique challenge due to the transition from 8-hour to 12-hour shifts for the Patrol Division.

City of Watertown
Fiscal Year: 2016-2017
Department: Police
Account Code: A3120
Function: Public Safety

2015-2016 Accomplishments continued:

- ✓ Began the transition to a new internet-based department policies system (Lexipol). The Watertown Police Department Policy Manual is being replaced by a new manual, which will incorporate federal and state "best practices," as well as federal and state laws and case law. The new manual includes timely updates to law changes and court rulings as well as daily training for our officers. This new manual, once fully implemented, complements the NY State Accreditation program and will reduce the potential for civil liability claims against the department and the City of Watertown.

2016-2017 Goals and Objectives:

- Train and certify all WPD Officers in the use of "Narcan." In an effort to reduce the number of opiate overdose deaths in the city, all department officers will be certified in the use of "Narcan" during our 2016 in-service training. After certification is complete, all patrols will have "Narcan" assigned to them during shift.

- Add one lieutenant to the Patrol Division. The one-year test phase for the 12-hour shifts is coming to an end. One lieutenant has been covering both the "A" and "B" Platoons (day shift) during this test phase. This reduces supervision, overburdens the lieutenant and both day-shift platoon sergeants and leaves the weekends covered by only one supervisor (or no supervisor when the sergeant is at training, on vacation or is off injured or ill). The "C" and "D" Platoons each have a lieutenant and a sergeant.

- Re-institute the "Impact Team" to the patrol division. This assignment would place two patrol officers in an unmarked police car in high-traffic and high-crime areas of the city with the goal of catching suspects in the act of committing crimes. The team would specifically target activity related to drug sales, drug possession and the related property crimes that they promote. It would also serve as an additional general deterrent to criminal activity. The team would be deployed only when non-overtime staffing allows.

- Continue to work closely with the City of Watertown Information Technology Department, to upgrade and keep police computers up to date and in working order. IT staff has been provided an office at the PSB which is manned two days per week. Having an IT staff member at the building has been beneficial and will continue to benefit the department in the future.

- Continue to seek external grants and funding sources to enhance the department's equipment, training budget, and services that the police department provides to the citizens of Watertown.

- Continue to outfit officers with replacement body armor through the Bulletproof Vest Partnership Program which is sponsored by the Federal government.

City of Watertown

Fiscal Year: **2016-17**

Department: **Police**

Account Code: **A3120**

Function: **Public Safety**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 203,439	$ 178,718	$ 178,000	$ 186,548
120 Clerical	94,639	96,852	91,219	92,659
130 Wages	3,786,705	3,825,422	4,159,265	4,317,234
140 Temporary	50,670	51,702	55,000	55,000
150 Overtime	267,692	437,725	250,000	270,000
155 Holiday Pay	43,865	35,544	46,000	47,500
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	15,876	22,635	21,250	22,500
180 Roll Call Pay	91,453	86,683	45,000	45,000
185 On Call Pay	12,658	10,632	12,000	14,500
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	5,000	5,250	6,000	6,000
Total Personal Services	$ 4,571,997	$ 4,751,163	$ 4,863,734	$ 5,056,941
Equipment				
230 Vehicles	$ 124,355	$ 116,383	$ 115,200	$ 165,000
250 Other	-	-	-	20,000
Total Equipment	$ 124,355	$ 116,383	$ 115,200	$ 185,000
Operating Expenses				
410 Utilities	$ 25,595	$ 20,143	$ 33,200	$ 27,900
420 Insurance	1,060	1,128	1,200	1,260
430 Contracted Services	407,971	373,824	262,800	255,800
440 Fees Non Employees	2,513	3,263	6,950	6,950
450 Miscellaneous	72,007	84,333	89,000	87,250
455 Vehicle Expenses	274,655	192,777	247,125	201,131
460 Materials and Supplies	29,021	39,967	59,600	57,200
465 Equipment < $5,000	7,287	28,034	48,700	12,100
Total Operating Expenses	$ 820,109	$ 743,469	$ 748,575	$ 649,591
Fringe Benefits				
810 NYS Employees' Retirement System	$ 17,977	$ 15,749	$ 9,670	$ 8,618
820 NYS Police/Fire Retirement System	1,185,514	1,050,153	1,084,618	1,102,808
830 Social Security	336,962	350,944	372,072	386,859
840 Workers' Compensation	104,121	65,027	145,000	110,000
850 Health Insurance	738,133	709,833	746,001	792,623
Total Fringe Benefits	$ 2,382,707	$ 2,191,706	$ 2,357,361	$ 2,400,908
Department Total	$ 7,899,168	$ 7,802,721	$ 8,084,870	$ 8,292,440

City of Watertown

Fiscal Year: **2016-17**

Department: **Police**

Account Code: **A3120**

Function: **Public Safety**

		FY 2016-17 Adopted Budget	
Personal Services			
A.3120.0110	Salaries		
	Police Chief	$ 96,418	
	Police Captain	90,130	$ 186,548
A.3120.0120	Clerical		
	Parking Enforcement Officer/Records Clerk	31,610	
	Secretary	31,663	
	Records Clerk	29,386	92,659
A.3120.0130	Wages		
	Police Lieutenant (5)	446,133	
	Police Sergeant (7)	537,689	
	Police Detective (7)	498,423	
	Police Officer (44)	2,834,989	4,317,234
A.3120.0140	Temporary		
	School Crossing Guards		55,000
A.3120.0150	Overtime		270,000
A.3120.0155	Holiday Pay		47,500
A.3120.0175	Health Insurance Buyout		22,500
A.3120.0180	Roll Call Pay		45,000
A.3120.0185	On Call Pay		14,500
A.3120.0195	Clothing/Cleaning Allowance		6,000
	Total Personal Services		$ 5,056,941
Equipment			
A.3120.0230	Motor Vehicles		
	Marked Patrol Cars (3)	$ 110,000	
	Un-marked Vehicles (2)	55,000	$ 165,000
A.3120.0250	Other Equipment		
	LIVESCAN Machine		20,000
	Total Equipment		$ 185,000
Operating Expenses			
A.3120.0410	Utilities		
	National Grid	$ 300	
	PSB Phone Charges	3,300	
	Cellular Telephones	6,300	
	Wireless Communication	18,000	$ 27,900
A.3120.0420	Insurance		1,260

City of Watertown
Fiscal Year: **2016-17**
Department: **Police**
Account Code: **A3120**
Function: **Public Safety**

		FY 2016-17 Adopted Budget	
A.3120.0430	Contracted Services		
	Software Maintenance	35,000	
	Net Motion Security Contract	5,200	
	Commetex Hardware and Software Maintenance	3,600	
	Onondaga Live Scan Maint.	1,000	
	Ambulance Service	2,500	
	License Plate Reader - Software Only	500	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	6,500	
	Advertising	500	
	Towing Service	1,800	
	Public Safety Building Maintenance	174,000	
	Radar Recertification	2,800	
	Portable Toilets	700	
	Taser Maintenance/Insurance	1,750	
	Copier Maintenance	3,800	
	IMPACT RMS Update	4,700	
	Lex-Pol	8,200	
	Sierra Wireless Update Plan	350	
	Shred-con	400	
	Laser Printer Maintenance	1,000	255,800
A.3120.0440	Fees, Non Employee		
	Veterinary Care	3,200	
	New Hires Physicals	1,500	
	New Hires Psychologicals	1,500	
	Crossing Guard Physicals	750	6,950
A.3120.0450	Miscellaneous		
	Tuition Assistance	5,000	
	Training Schools	15,000	
	Quartermaster Program	40,500	
	Shipping Expenses	1,000	
	Travel Reimbursements	5,000	
	Investigation Funds	15,000	
	Citizen Property Damage	1,000	
	K9 Boarding	750	
	Printed Materials/Brochures	4,000	87,250

City of Watertown

Fiscal Year: **2016-17**

Department: **Police**

Account Code: **A3120**

Function: **Public Safety**

		FY 2016-17 Adopted Budget	
A.3120.0455	Vehicle Expenses		
	Gasoline	90,000	
	Replacement Tires	12,000	
	Insurance	42,131	
	General and Collision Repairs	45,000	
	Preventive Maintenance	10,000	
	Vehicle Marking Materials	2,000	201,131
A.3120.0460	Materials and Supplies		
	Training Ammo	8,000	
	Service Ammo	3,800	
	Range Supplies	2,300	
	Pepperball Supplies	5,200	
	Safety Flares	1,000	
	Identification Materials	5,000	
	K-9 Dog Food	2,400	
	K-9 Maintenance Supplies	2,500	
	Parking Tickets	750	
	General Office Supplies	3,000	
	Printed Forms	3,000	
	Special Response Team (SRT)	1,000	
	Training Supplies	1,000	
	DARE Supplies	4,000	
	Crossing Guard Supplies	500	
	General Police Supplies	2,000	
	Electronic Control Devices	3,750	
	Portable Radio Batteries	1,500	
	Pepper Spray Replacement	500	
	Taser Cartridges	4,000	
	Defensive Tactics Supplies	2,000	57,200
A.3120.0465	Equipment < $5,000		
	Computers (2)	2,000	
	Office Equipment	7,600	
	Weapons - Trade/Replace (15)	2,500	12,100
	Total Operating Expenses		$ 649,591

City of Watertown

Fiscal Year: **2016-17**

Department: **Police**

Account Code: **A3120**

Function: **Public Safety**

		FY 2016-17 Adopted Budget
Fringe Benefits		
A.3120.0810	New York State Employees' Retirement System	$ 8,618
A.3120.0820	New York State Police/Fire Retirement System	1,102,808
A.3120.0830	Social Security	386,859
A.3120.0840	Workers' Compensation	110,000
A.3120.0850	Health Insurance	792,623
	Total Fringe Benefits	$ 2,400,908
	TOTAL BUDGET	$ 8,292,440

A3120 – Police

Fiscal Year 2016-17
Vehicles and Equipment

Vehicle Replacement (3) - $110,000

To effectively maintain the department's fleet in a cost effective manner, three high mileage marked patrol cars (100,000 +) will be replaced. The NYS min bid process (if available) will be utilized to get the best pricing.

Criminal Investigations Division - Unmarked car (2) $55,000

The Department is requesting to purchase two (2) new unmarked cars. The unmarked cars will replace a 2004 Chevrolet Impala with body and undercarriage damage as well as a 2007 Chevrolet Impala with major frame damage that is not able to be repaired.

A3120 – Police

Fiscal Year 2016-17
Vehicles and Equipment

Livescan Unit Replacement (1) $20,000

The WPD Livescan Unit was initially purchased in 2004. The Unit consists of a client workstation, digital imaging system, signature pad, fingerprint scanner and a printer. There is an initial installation of hardware and software service, which is on site and comes with a one year warranty. After that, there is a fee for annual hardware and software support. This fee is budgeted for on a yearly basis by the Police Department.

The Livescan unit is a necessary piece of equipment. The unit is used to electronically take and submit arrestee fingerprints and photographs, along with other pertinent arrest information. This information is stored in a host server through the Onondaga Sherriff's Department and is also transmitted to the Division of Criminal Justice Services for review and statistical data collection. The printer is used to provide the same data to the local courts and the District Attorney's Office. The current Livescan unit is down and cannot be repaired. The total cost of a new unit is approximately $20,000. We have applied for a $10,000 grant which would cover half of that cost.

City of Watertown
Fiscal Year: **2016-17**
Department: **Fire**
Account Code: **A3410**
Function: **Public Safety**

Description: The City of Watertown Fire Department provides emergency and limited educational services for the citizens of Watertown and the larger regional area. These services includes: fire safety education, fire suppression and investigation, non-transport first response emergency medical care, and hazardous materials and technical rescue. The demand for services averages approximately 4000 incidents for each of the past three years. These include: fire incidents including: 38 residential structures, 18 multi-family dwelling and 8 other structures, and 81 fire situations of various nature; 2,602 emergency medical calls; 16 occasions where the department provided mutual aid; and, 8 instances of mutual aid being provided to the City.

2015-16 Accomplishments:

- ✓ Completed USAR FY12 and FY14 grants which benefitted the organization with swift water rescue equipment and training and a response vehicle.
- ✓ Awarded bid to Colden Enterprise for the purchase of a new fire pumper.
- ✓ Provided fire education to community and businesses based on availability of personnel.
- ✓ Completed first round of EMT training using Continuing Medical Education (CME) hours.
- ✓ Replaced existing Mobile Data Terminals (MDT) with tablets in response vehicles.
- ✓ Obtained grant funding through FEMA for radio upgrades to have ability to communicate on Jefferson County's new radio system

2016-17 Goals and Objectives:

- Seek and execute grant assistance for equipment, operations, training, prevention, and building weatherization.
- Inspect and take delivery of new fire department pumper to be housed at Station 1.
- Implement study recommendations pertaining to operational efficiencies and community risk.
- Work with the Manager and Council to implement negotiation outcomes.

City of Watertown

Fiscal Year: **2016-17**

Department: **Fire**

Account Code: **A3410**

Function: **Public Safety**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 172,718	$ 173,692	$ 170,101	$ 178,270
120 Clerical	34,373	35,864	37,081	37,972
130 Wages	4,608,136	4,514,367	4,420,835	4,224,177
140 Temporary	-	-	-	-
150 Overtime	372,573	426,315	414,000	468,668
155 Holiday Pay	188,509	185,409	186,264	181,441
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	12,788	13,076	12,500	12,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	18,000	17,700	18,900	18,900
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 5,407,097	$ 5,366,423	$ 5,259,681	$ 5,121,928
Equipment				
230 Vehicles	$ -	$ 46,270	$ -	$ 40,000
250 Other Equipment	27,895	17,347	-	-
Total Equipment	$ 27,895	$ 63,617	$ -	$ 40,000
Operating Expenses				
410 Utilities	$ 48,480	$ 32,794	$ 47,550	$ 50,300
420 Insurance	25,831	18,478	18,550	19,478
430 Contracted Services	38,050	54,526	73,900	75,900
440 Fees Non Employees	4,320	4,385	7,000	7,000
450 Miscellaneous	13,929	15,474	24,050	25,850
455 Vehicle Expenses	125,412	128,598	148,400	128,110
460 Materials and Supplies	23,445	30,339	35,000	35,000
465 Equipment < $5,000	187,914	82,777	178,550	440,114
Total Operating Expenses	$ 467,381	$ 367,371	$ 533,000	$ 781,752
Fringe Benefits				
810 NYS Employees' Retirement System	$ 6,450	$ 5,709	$ 6,971	$ 6,076
820 NYS Police/Fire Retirement System	1,618,641	1,552,974	1,516,668	1,410,287
830 Social Security	392,065	388,571	402,362	391,822
840 Workers' Compensation	62,812	62,726	65,000	65,000
850 Health Insurance	970,904	946,851	991,664	1,001,061
Total Fringe Benefits	$ 3,050,872	$ 2,956,831	$ 2,982,665	$ 2,874,246
Department Total	$ 8,953,245	$ 8,754,242	$ 8,775,346	$ 8,817,926

City of Watertown

Fiscal Year: **2016-17**

Department: **Fire**

Account Code: **A3410**

Function: **Public Safety**

		FY 2016-17 Adopted Budget	
Personal Services			
A.3410.0110	Salaries		
	Fire Chief	$ 92,679	
	Deputy Fire Chief	85,591	$ 178,270
A.3410.0120	Clerical		
	Secretary		37,972
A.3410.0130	Wages		
	Battalion Fire Chief (5)	391,099	
	Fire Captain (12)	791,011	
	Firefighter (54) *	3,031,067	
	Out of Rank	11,000	4,224,177
A.3410.0150	Overtime		468,668
A.3410.0155	Holiday Pay		181,441
A.3410.0175	Health Insurance Buyout		12,500
A.3410.0190	EMT Incentive		18,900
	Total Personal Services		$ 5,121,928
Equipment			
A.3410.0230	Motor Vehicles		
	Command Vehicle		$ 40,000
	Total Equipment		$ 40,000
Operating Expenses			
A.3410.0410	Utilities		
	Telephone	$ 13,600	
	Westelcom	5,800	
	Gas	13,800	
	Water and Sewer	6,600	
	Electric	10,500	$ 50,300
A.3410.0420	Insurance		19,478
A.3410.0430	Contracted Services		
	Testing Fire Apparatus	5,800	
	Printing, Copy Machine Service	5,000	
	Tools, Equipment and Repairs	7,000	
	Fire Alarm Monitoring	1,600	

*Funding for firefighter salaries takes into account there being 55 Firefighters on staff as of July 1, 2016 after the re-organization. There is one anticipated Firefighter retirement that is expected to occur by December 31, 2016 which will not be filled after retirement.

City of Watertown
Fiscal Year: **2016-17**
Department: **Fire**
Account Code: **A3410**
Function: **Public Safety**

		FY 2016-17 Adopted Budget	
A.3410.0430	Contracted Services continued		
	Miscellaneous Bldg. Repairs	8,000	
	Electric, Plumbing/HVAC Repairs	6,000	
	Radio Repair and Service	9,500	
	Fit Testing Machine Rental	1,000	
	Testing/Repair SCBA Equipment	4,500	
	Hardware/Software Maintenance	8,000	
	Generator Service	1,500	
	Station 1 Heating/Cooling System Evalutaion	15,000	
	SCBA Compressor Maintenance	3,000	75,900
A.3410.0440	Fees, Non Employee		
	Physicals, OSHA Testing		7,000
A.3410.0450	Miscellaneous		
	Dues, Memberships	1,000	
	Arson Seminars (Fire/Police)	800	
	Technical Rescue Training	3,000	
	Tuition	5,000	
	Books and Publications	1,500	
	Shipping	750	
	Travel Reimbursement	5,000	
	Misc. Academy Training	3,000	
	Hats, Badges, Clothing	5,800	25,850
A.3410.0455	Vehicle Expenses		
	Fire Apparatus Parts/Repairs	47,000	
	DPW Repairs, Gas and Oil	23,700	
	Automobile Parts, Repairs	12,500	
	Diesel Fuel and Additive	30,000	
	Insurance	14,910	128,110
A.3410.0460	Materials and Supplies		
	Office Supplies	1,500	
	Maintenance and Cleaning Supplies	18,000	
	Training Supplies	3,400	
	Chemicals for Extinguishers	800	
	Medical Supplies	4,500	
	Foam	800	
	Air Filters HVAC Units	500	
	FPB Publications/Supplies	5,500	35,000

City of Watertown

Fiscal Year: **2016-17**

Department: **Fire**

Account Code: **A3410**

Function: **Public Safety**

		FY 2016-17 Adopted Budget	
A.3410.0465	Equipment < $5,000		
	Turnout Gear (18)	45,000	
	Boots (10)	4,000	
	Gloves, Face Pieces, Hoods	4,000	
	Fire Helmets (10)	3,200	
	Life Rope, Hose, Nozzles, Ropes	4,000	
	Rescue Truck Equipment	2,000	
	Thermal Cameras (2)	10,000	
	Response Truck Equipment	2,000	
	Technical Rescue Equipment	2,000	
	Hazardous Monitoring Equipment	3,000	
	Computers (6)	6,000	
	Pumper Tools	2,000	
	Truck Tools	2,000	
	Overhead Doors - Station #3	12,300	
	Stainless Steel Plow (8-17)	6,000	
	SMART Board (FEMA Grant)	6,438	
	SCBA Equipment (FEMA Grant)	320,926	
	Vehicle Tablet and Docking Station	5,250	440,114
	Total Operating Expenses		781,752
Fringe Benefits			
A.3410.0810	New York State Employees' Retirement System		$ 6,076
A.3410.0820	New York State Police/Fire Retirement System		1,410,287
A.3410.0830	Social Security		391,822
A.3410.0840	Workers' Compensation		65,000
A.3410.0850	Health Insurance		1,001,061
	Total Fringe Benefits		$ 2,874,246
	TOTAL BUDGET		$ 8,817,926

A3410 – Fire

Fiscal Year 2016-17
Vehicles and Equipment

Replace Command Vehicle – 8-15 $40,000

The department is seeks to replace a 2001 Chevy Tahoe. The 2001 purchase of this vehicle has shown the value of the multi-purpose vehicle concept. Originally placed in service as the Battalion Chief Command vehicle, it moved to a support role of responding equipment/personnel to incident scenes, and can "move-up" to the role of Command Vehicle. This vehicle has over 97,000 miles. In the past 6 years the department has spent $8,391, nearly 21% of the cost of a new vehicle, to keep this vehicle functioning. The requested replacement would be utilized as Battalion Chief Command Vehicle allowing this 2001 to be removed from service.

City of Watertown
Fiscal Year: **2016-17**
Department: **Animal Control**
Account Code: **A3510**
Function: **Public Safety**

Description: The City has contracted with Jefferson County since April 1, 1999 to provide Dog Control Services. These services include the provision of: a dog control officer, as required by New York Agricultural and Markets Law, who will enforce certain sections of Chapter 81 of the City Code; a shelter for seized dogs with a process to care for and make available for adoption; enumeration services; investigation into circumstances of unlicensed dogs; and, the removal of dog carcasses from public property.

2015-16 Accomplishments

- ✓ Finalized a successor Dog Control Agreement between the City and Jefferson County for a term of five years
- ✓ Conducted a crow dispersal program using a private contractor

2016-17 Goals and Objectives:

- Monitor the County's response to canine nuisance complaints, and stray and/or abandoned dogs

City of Watertown

Fiscal Year: **2016-17**

Department: **Animal Control**

Account Code: **A3510**

Function: **Public Safety**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	4,740	275,542	98,719	99,125
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 4,740	$ 275,542	$ 98,719	$ 99,125
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 4,740	$ 275,542	$ 98,719	$ 99,125

City of Watertown

Fiscal Year: **2016-17**

Department: **Animal Control**

Account Code: **A3510**

Function: **Public Safety**

		FY 2016-17 Adopted Budget	
Operating Expenses			
A.3510.0430	Contracted Services		
	Dog Control Services	$ 93,925	
	Crow Dispersal	5,200	$ 99,125
	Total Operating Expenses		$ 99,125
	TOTAL BUDGET		$ 99,125

City of Watertown
Fiscal Year: **2016-17**
Department: **Code Enforcement**
Account Code: **A3620**
Function: **Public Safety**

Description: The Bureau of Code Enforcement follows and enforces Local and State regulations pertaining to life safety and the general welfare of the public. The Code Enforcement staff consists of the Supervisor, two officers, two fire personnel and one aide. This department 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 447 Building and Maintenance & Repair Permits issued last year, having an approximate construction value of $21,265,994. Additionally, this office processed 48 Sign Permits, 220 Heating Permits, 14 Plumbing Permits, 18 Certificates of Occupancy, and 64 Certificates of Compliance, generating total permit revenue of $41,983. 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; issued 816 violation notices.

2015-16 Accomplishments:

- ✓ Finalized the inspection process of the following projects:
  - COR Development-Demolish Mercy Center & Buildings
  - Maple Courts – 591 Weldon Dr.
  - Renzi's – 901 Rail Dr.
  - Tiny Bubbles-800 Bradley St.- Car & Dog Wash
  - Current Applications – 275 Bellew Ave. S.
  - Samaritan Medical Center (Various Projects)
- ✓ Worked on blight removal and public safety hazards through the NYS Property Maintenance Code. Properties demolished and slated for demolition include:
  - 424 VanDuzee St. – Entire Structure
  - 322 Franklin St – Entire Structure
  - 330 Coffeen St. – Entire Structure
  - 515 Main St. W.– Entire Structure
- ✓ Worked with property owners on various construction/remodeling projects.

2016-17 Goals and Objectives:

- Continue the inspection process of the following projects:
  - Look forward to working with COR Development for development of Mercy Site.
  - Samaritan Medical Center's various projects including the Maternity Ward and Cancer Center.
- 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.

City of Watertown

Fiscal Year: **2016-17**

Department: **Code Enforcement**

Account Code: **A3620**

Function: **Public Safety**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 65,014	$ 65,026	$ 63,310	$ 66,350
120 Clerical	42,293	42,876	43,768	44,836
130 Wages	112,886	111,760	150,304	114,019
140 Temporary	659	879	-	-
150 Overtime	426	799	4,500	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,901	6,220	-	-
175 Health Insurance Buyout	1,500	4,100	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 224,679	$ 231,660	$ 264,682	$ 230,505
Equipment				
230 Vehicles	$ -	$ -	$ 20,000	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ 20,000	$ -
Operating Expenses				
410 Utilities	$ 654	$ 826	$ 1,200	$ 400
420 Insurance	982	-	-	-
430 Contracted Services	27,534	33,270	61,608	58,708
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	5,610	6,665	10,200	10,200
455 Vehicle Expenses	6,683	12,487	14,325	14,416
460 Materials and Supplies	215	272	1,000	2,000
465 Equipment < $5,000	471	416	1,600	1,000
Total Operating Expenses	$ 42,149	$ 53,936	$ 89,933	$ 86,724
Fringe Benefits				
810 NYS Employees' Retirement System	$ 41,618	$ 36,427	$ 49,760	$ 36,881
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,299	16,768	20,247	17,634
840 Workers' Compensation	-	-	-	-
850 Health Insurance	41,102	41,102	57,490	44,386
Total Fringe Benefits	$ 99,019	$ 94,297	$ 127,497	$ 98,901
Department Total	$ 365,847	$ 379,893	$ 502,112	$ 416,130

City of Watertown

Fiscal Year: **2016-17**

Department: **Code Enforcement**

Account Code: **A3620**

Function: **Public Safety**

			FY 2016-17 Adopted Budget
Personal Services			
A.3620.0110	Salaries		
	Code Enforcement Supervisor		$ 66,350
A.3620.0120	Clerical		
	Code Enforcement Aide		44,836
A.3620.0130	Wages		
	Sr. Code Enforcement Officer	59,005	
	Code Enforcement Officer	55,014	114,019
A3620.0150	Overtime		2,500
A3620.0175	Health Insurance Buyout		2,800
	Total Personal Services		$ 230,505
Operating Expenses			
A.3620.0410	Utilities		
	Cell Phones		$ 400
A3620.0430	Contracted Services		
	Health Officer	1,500	
	Printing	700	
	Blight Removal/Demolitions	50,000	
	Title Searches	1,200	
	Copier Maintenance	4,308	
	Tire Disposal	1,000	58,708
A.3620.0450	Miscellaneous		
	Travel and Training	7,200	
	NFPA Software License	1,500	
	Dues	300	
	Safety Gear/Supplies	1,200	10,200
A.3620.0455	Vehicle Expenses		
	Gasoline	4,500	
	Insurance	1,916	
	Maintenance	8,000	14,416
A.3620.0460	Materials and Supplies		
	Property Securing Materials		2,000

City of Watertown

Fiscal Year: **2016-17**

Department: **Code Enforcement**

Account Code: **A3620**

Function: **Public Safety**

		FY 2016-17 Adopted Budget
A.3620.0465	Equipment < $5,000	
	Computer	1,000
	Total Operating Expenses	$ 86,724
Fringe Benefits		
A.3620.0810	New York State Employees' Retirement System	$ 36,881
A.3620.0830	Social Security	17,634
A.3620.0850	Health Insurance	44,386
	Total Fringe Benefits	$ 98,901
	TOTAL BUDGET	$ 416,130

City of Watertown
Fiscal Year: **2016-17**
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 1,100 small diameter trees, the removal and trimming of larger diameter trees and the planting, mulching and watering of 130-150 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 2015, this division responded to 149 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.

2015-16 Accomplishments:

- ✓ Facilitated the City's Urban Forestry Plan by supporting and planting of 200 new street trees, by pruning 1147 trees, and removing 21 trees throughout the course of the year.
- ✓ Completed reconstruction of the wooden stairs leading to the river at Whitewater Park previously damaged due to Black River flooding.
- ✓ With the commissioning of our recently replaced boom mower tractor we were able to advance our roadside and sewer easement maintenance program with significant work performed along Olmsted Drive as well as both the western outfall and north side trunk sewer right of ways.
- ✓ Initiated ROW clearing associated with the 1350 linear feet 2015 CDBG Huntington Street/Black River Trail Project located on the north side of the 1400-1600 blocks of Huntington Street.

2016-17 Goals and Objectives:

- Support the City's Urban Forestry Plan with the implementation of the Emerald Ash Borer Management Plan.
- Continue to assist the sewer crew in clearing sections of the North Side Trunk Sewer ROW, the sanitary sewer main servicing the City's former municipal landfill and the Haney Street "Rock Hole" surface water catchment.
- Implementation of first phase of the MS4 recognized Best Management Practices for Stream/Stormwater Maintenance consisting of the clearing and delineation of the streambeds along sections of Kelsey Creek and that portion of Oily Creek between Leray Street and Mill Street.
- Support in the construction of Huntington Street/Black River Trail as well as performing enhanced trail and fence maintenance in the Marble Street Park

City of Watertown

Fiscal Year: **2016-17**

Department: **Buildings and Grounds Maintenance**

Account Code: **A5010**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 42,584	$ 41,115	$ 41,872	$ 43,883
120 Clerical	-	-	-	-
130 Wages	129,047	117,629	158,263	162,787
140 Temporary	40,524	35,176	57,000	59,580
150 Overtime	3,902	5,408	8,000	6,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	71	112	-	-
175 Health Insurance Buyout	2,800	4,676	1,500	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 218,928	$ 204,116	$ 266,635	$ 272,750
Equipment				
230 Vehicles	$ 16,801	$ -	$ -	$ 38,000
250 Other	-	45,441	10,000	-
Total Equipment	$ 16,801	$ 45,441	$ 10,000	$ 38,000
Operating Expenses				
410 Utilities	$ 3,105	$ 4,140	$ 8,020	$ 4,785
420 Insurance	2,678	2,768	2,900	3,045
430 Contracted Services	132,893	44,825	37,328	42,333
440 Fees Non Employees	3,112	1,655	3,200	2,450
450 Miscellaneous	2,256	4,521	9,050	7,950
455 Vehicle Expenses	80,277	62,114	57,032	54,681
460 Materials and Supplies	28,658	27,100	45,800	36,700
465 Equipment < $5,000	3,271	15,574	17,000	2,400
Total Operating Expenses	$ 256,250	$ 162,697	$ 180,330	$ 154,344
Fringe Benefits				
810 NYS Employees' Retirement System	$ 60,465	$ 51,271	$ 46,276	$ 39,598
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,223	15,125	20,399	20,865
840 Workers' Compensation	31,433	48,865	30,000	30,000
850 Health Insurance	44,429	35,386	36,912	47,974
Total Fringe Benefits	$ 152,550	$ 150,647	$ 133,587	$ 138,437
Department Total	$ 644,529	$ 562,901	$ 590,552	$ 603,531

City of Watertown

Fiscal Year: **2016-17**

Department: **Buildings and Grounds Maintenance**

Account Code: **A5010**

Function: **Transportation**

			FY 2016-17 Adopted Budget		
Personal Services					
A.5010.0110	Salaries				
	Street/Sewer Maintenance Supervisor (1 @ .67) *			$	43,883
A.5010.0130	Wages				
	Crew Chief (1 @ .67) *	$	29,817		
	Motor Equipment Operator (1 @ .67) *		26,807		
	Municipal Worker I (4 @ .67) *		79,356		
	Tree Trimmer (1 @ .67) *		26,807		162,787
A.5010.0140	Temporary				59,580
A.5010.0150	Overtime				6,500
	Total Personal Services			$	272,750
Equipment					
A.5010.0230	Vehicles				
	6 Person Pickup Truck w/Stake Rack and Lift Gate (#1-23)			$	38,000
	Total Equipment			$	38,000
Operating Expenses					
A.5010.0410	Utilities				
	Water/Sewer	$	1,200		
	Monument, Cemetery, Flag and Sign Lighting		1,500		
	Clinton and Marble St Park Lighting		700		
	Tablet Air Card		320		
	Verizon Cell Phone		265		
	Veterans' Memorial Walkway Lights		800		4,785
A.5010.0420	Insurance				3,045
A.5010.0430	Contracted Services				
	GPS Tracking (3)		713		
	Annual Alarm Monitoring		720		
	Material Disposal		1,500		
	Repairs/Maintenance on Equipment		1,500		
	Misc. Building and Grounds Maintenance		1,400		
	Private Property Cleanup		5,000		
	Tree Inventory (NYS DEC Grant Funded)		25,000		
	Telescopic Rental		4,500		
	Miscellaneous Equipment Rental		2,000		42,333
A.5010.0440	Fees, Non Employees				
	Employee Testing		1,450		
	Employee Vaccinations		1,000		2,450

City of Watertown

Fiscal Year: **2016-17**

Department: **Buildings and Grounds Maintenance**

Account Code: **A5010**

Function: **Transportation**

		FY 2016-17 Adopted Budget	
A.5010.0450	Miscellaneous		
	Safety Shoes/Jackets/Related Equipment	2,700	
	Tree Trimmer Training Certification (3)	3,000	
	Pesticide Recertification	450	
	Safety Training/Seminars/PESH	1,800	7,950
A.5010.0455	Vehicle Expenses		
	Insurance	11,681	
	Vehicle Maintenance and Repairs	25,000	
	Routine Preventive Maintenance	2,500	
	Bucket Truck Cert and Bushing Repair	1,500	
	Gas and Diesel Fuel	14,000	54,681
A.5010.0460	Materials and Supplies		
	Waferboard Codes Orders	550	
	Restroom Supplies (x 3)	2,500	
	Restroom Fixtures	1,500	
	Top Soil, Crusher Run etc.	5,000	
	Ropes and Related Equipment	1,000	
	Annual Tree Replacement Program	15,000	
	Replacement Parts and Supplies for Mowers, Trimmers, Chainsaws, etc.	3,500	
	Park Furniture Repairs	1,500	
	Flowers, Bulbs, Mulch	1,800	
	Small Hand Tools	1,600	
	Dogi-Pot Pet Station Supplies	250	
	Miscellaneous Supplies	2,500	36,700
A.5010.0465	Equipment < $5,000		
	GPS Units (2)	500	
	Backpack Blower	600	
	Weedwackers (4)	1,300	2,400
	Total Operating Expenses		$ 154,344
Fringe Benefits			
A.5010.0810	New York State Employees' Retirement System		$ 39,598
A.5010.0830	Social Security		20,865
A.5010.0840	Workers Compensation		30,000
A.5010.0850	Health Insurance		47,974
	Total Fringe Benefits		$ 138,437
	TOTAL BUDGET		$ 603,531

* Split 33% with A.5142

A5010 – Buildings & Grounds Maintenance

Fiscal Year 2016-17
Vehicles and Equipment

Six Person, 2-Wheel Drive, Crew Cab Pickup Truck (1-023) $38,000

Vehicle 1-023 is a 2002 two wheel drive, one ton, six person crew cab pickup, equipped with a platform body and power lift gate. It is used by the Buildings & Grounds division to transport equipment from job site to job site. Due to its configuration it meets the needs to transport the full time employees plus the seasonal help in the summer to the many sites maintained by this division. It is the vehicle used by the downtown walk maintenance crew in the winter. It is used on a daily basis. The truck has in excess of 101,000 miles and is in need of replacement. It has had a replacement transmission. There is corrosion to the cab and rear seat floor board area. The truck will be replaced with a two wheel drive six person cab configuration as it is presently equipped. That configuration suits the needs of the department extremely well as a suitable work truck with the platform body and lift gate and as a "people" mover.

City of Watertown
Fiscal Year: **2016-17**
Department: **Maintenance of Roads**
Account Code: **A5110**
Function: **Transportation**

Description: This is an eight-month account, having a total of 14 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 the state fiscal year 15-16 was $646,400. 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.

2015-16 Accomplishments:

- ✓ Reconstructed the 300 block of West Lynde Street and the 400 block of Dimmick Street.
- ✓ Rehabilitated sidewalk and pedestrian curb ramps at the northeast corner of Washington and Sterling Street intersection, as per ADA/PROWAG guidelines.
- ✓ Worked in conjunction with the Planning Department, installing new curb ramps through the Community Development Block Grant (CDBG) program.
- ✓ Installed asphalt bulb-outs for traffic calming and concrete ramps at mid-block crossing in front of Knickerbocker Elementary School.
- ✓ Completed 2015 Capital Paving List, extended the dead end road of Casey Street, and resurfaced the 1400-1500 blocks of Columbia Avenue.
- ✓ Paved ±4,100-lf of roadway and placed ±5,600-lf of concrete pin-on curbing.

2016-17 Goals and Objectives:

- ✓ Develop a GIS-based asset management protocol for identifying and inspecting handicap accessible ramps for compliance with the Americans with Disabilities Act (ADA).
- ✓ Progress with CDBG curb ramp installations in various locations throughout the city.
- ✓ Road base reconstruction of South Pearl Avenue.
- ✓ Milling, curbing and paving completion of the 1100 block Gill Street.
- ✓ Continue Street Paving and Pin-On Curb Construction Program as detailed in our Capital Budget Schedule.
- ✓ Assist the designated Coordinator in the development of project schedule for the implementation of the City of Watertown's ADA Transition Plan for the Public Rights-of Way incorporating PROWAG design standards in accordance to current federal regulations.

City of Watertown

Fiscal Year: **2016-17**

Department: **Maintenance of Roads**

Account Code: **A5110**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 32,690	$ 41,115	$ 41,872	$ 43,883
120 Clerical	-	-	-	-
130 Wages	270,335	286,519	335,311	347,394
140 Temporary	-	-	7,000	7,000
150 Overtime	2,710	756	6,000	3,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	3,376	5,800	5,600
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 305,735	$ 331,766	$ 395,983	$ 407,377
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	46,811	-	-
Total Equipment	$ -	$ 46,811	$ -	$ -
Operating Expenses				
410 Utilities	$ 648	$ 199	$ 576	$ 875
420 Insurance	4,851	4,955	5,200	5,460
430 Contracted Services	1,146	3,332	34,854	35,938
440 Fees Non Employees	940	705	900	900
450 Miscellaneous	1,796	2,548	5,375	5,375
455 Vehicle Expenses	128,007	133,903	122,172	113,123
460 Materials and Supplies	60,431	63,104	93,000	82,500
465 Equipment < $5,000	269	989	12,915	7,150
Total Operating Expenses	$ 198,088	$ 209,735	$ 274,992	$ 251,321
Fringe Benefits				
810 NYS Employees' Retirement System	$ 63,056	$ 25,988	$ 69,799	$ 60,396
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	22,504	24,425	30,294	31,165
840 Workers' Compensation	66,992	142,754	40,000	65,000
850 Health Insurance	76,994	76,898	84,274	96,634
Total Fringe Benefits	$ 229,546	$ 270,065	$ 224,367	$ 253,195
Department Total	$ 733,369	$ 858,377	$ 895,342	$ 911,893

City of Watertown

Fiscal Year: **2016-17**

Department: **Maintenance of Roads**

Account Code: **A5110**

Function: **Transportation**

		FY 2016-17 Adopted Budget	
Personal Services			
A.5110.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67) *		$ 43,883
A.5110.0130	Wages		
	Crew Chief (3 @ .67) *	$ 92,088	
	Heavy Equipment Operator (2 @ .67)*	61,392	
	Motor Equipment Operator (6 @ .67)*	155,023	
	Municipal Worker I (2 @.67)*	38,891	347,394
A.5110.0140	Temporary		7,000
A.5110.0150	Overtime		3,500
A.5110.0175	Health Insurance Buyout		5,600
	Total Personal Services		$ 407,377
Operating Expenses			
A.5110.0410	Utilities		
	Electric		$ 875
A.5110.0420	Insurance		5,460
A.5110.0430	Contracted Services		
	GPS Tracking (5)	1,188	
	Bridge Inspection/Repair Materials	7,500	
	Material Disposal	4,000	
	Miscellaneous Equipment Repairs	2,000	
	Mechanical Sweeper Rental	20,000	
	Outside Equipment Rentals	1,250	35,938
A.5110.0440	Fees, Non Employees		
	Employee Testing		900
A.5110.0450	Miscellaneous		
	Membership Dues	75	
	Safety Shoes, Apparel and Related Materials	2,700	
	Training/PESH	2,600	5,375

City of Watertown

Fiscal Year: **2016-17**

Department: **Maintenance of Roads**

Account Code: **A5110**

Function: **Transportation**

		FY 2016-17 Adopted Budget	
A.5110.0455	Vehicle Expenses		
	Maintenance and Repairs	45,000	
	Routine Preventive Maintenance	6,000	
	Gas and Diesel Fuel	32,300	
	Sweeper/Paver Maintenance	8,000	
	Sweeper Brooms	3,500	
	Insurance	18,323	113123
A.5110.0460	Materials and Supplies		
	Small Tools	3,500	
	Blacktop and Related Materials - Road Patch Only	34,000	
	Top Soil, Crusher Run, etc.	5,000	
	Ready-mix Concrete	10,000	
	Materials for Concrete Forms	2,000	
	Milling Machine Bits	1,500	
	ADA Truncated Sidewalk Domes	15,000	
	Concrete Sealant	1,500	
	Roadsaver Sealant (Crack Sealer)	7,000	
	Miscellaneous Supplies	3,000	82,500
A.5110.0465	Equipment < $5,000		
	GPS Trackers (2)	500	
	Computer	1,000	
	Upper Front Body Panel (1-100)	1,850	
	Cut Off Saw with Cart	1,600	
	Asphalt Plate Tamper	2,200	7,150
	Total Operating Expenses		$ 251,321

Fringe Benefits

A.5110.0810	New York State Employees' Retirement System	$ 60,396
A.5110.0830	Social Security	31,165
A.5110.0840	Workers Compensation	65,000
A.5110.0850	Health Insurance	96,634
	Total Fringe Benefits	$ 253,195
	TOTAL BUDGET	$ 911,893

* Split 33% with A.5142

City of Watertown
Fiscal Year: **2016-17**
Department: **Snow Removal**
Account Code: **A5142**
Function: **Transportation**

Description: The thirty-eight (38) employees in this account within the Department of Public Works 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 1 sander, 4 sander/plow combination units, 7 full sized plows, (1 equipped with sander unit), 2 rotary blowers, 6 utility plows (1 with sander unit), 3 skid-steer loaders, 1 multi-purpose unit and 4 front-end loaders. Overtime, Contract Hauling, Fuel and Road Salt figures in this account are based upon the 100-year average of 103.2 inches of snow per year whereas by comparison the previous 5-year average is 105.65 inches of snow per year. During the winter of 2015-2016 approximately 53 inches of snow fell, as compared to approximately 147 inches received during the 2014-2015 season.

2015-16 Accomplishments:

- Retrofitted Urban Plow 1-22 with salt spreader/sander complete with ground speed controller and liquid pre-wet system.
- Refurbished 1-78 blower head, electric clutch and hydrostatic controls.
- Purchased replacement "Urban Plow" (1-19, 1983 Mack Truck) to include a stainless steel salt/sander sander complete with ground speed controller and liquid pre-wet system.
- Continued the installation of GPS units on all "Urban Plows" and associated snow removal equipment.

2016-17 Goals and Objectives:

- Retrofit Urban Plow 1-16 with salt spreader/sander complete with ground speed controller and liquid pre-wet system.
- Conduct full factory/manufacturer evaluation on the City's 2005, RPM Tech rotary snow plow (1-80) to determine rehab options.
- Develop protocols for the use and application of liquid salt brine in our snow response plan.
- Investigate the impact that the City's ADA transition plan will have on our current snow response plan and look at options on how best to address any protocol requirements.

City of Watertown

Fiscal Year: **2016-17**

Department: **Snow Removal**

Account Code: **A5142**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 39,901	$ 43,266	$ 41,248	$ 43,228
120 Clerical	-	-	-	-
130 Wages	391,945	412,642	454,048	424,579
140 Temporary	5,029	121	-	-
150 Overtime	178,743	127,352	119,000	108,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	4,815	-	-
175 Health Insurance Buyout	2,800	3,700	2,800	924
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 618,418	$ 591,896	$ 617,096	$ 576,731
Equipment				
230 Vehicles	$ -	$ -	$ -	$ 34,000
250 Other	14,836	-	73,500	55,500
Total Equipment	$ 14,836	$ -	$ 73,500	$ 89,500
Operating Expenses				
410 Utilities	$ 5,820	$ 4,613	$ 7,119	$ 6,764
420 Insurance	6,894	7,083	7,375	7,744
430 Contracted Services	40,733	59,989	27,662	33,642
440 Fees Non Employees	1,242	1,401	900	900
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	188,254	183,507	151,401	138,846
460 Materials and Supplies	165,874	174,659	200,700	200,700
465 Equipment < $5,000	-	5,145	16,100	-
Total Operating Expenses	$ 408,817	$ 436,397	$ 411,257	$ 388,596
Fringe Benefits				
810 NYS Employees' Retirement System	$ 118,042	$ 90,669	$ 109,866	$ 85,033
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	45,895	43,784	47,207	44,120
840 Workers' Compensation	3,340	39	10,000	1,000
850 Health Insurance	115,893	111,257	123,288	124,052
Total Fringe Benefits	$ 283,170	$ 245,749	$ 290,361	$ 254,205
Department Total	$ 1,325,241	$ 1,274,042	$ 1,392,214	$ 1,309,032

City of Watertown

Fiscal Year: **2016-17**

Department: **Snow Removal**

Account Code: **A5142**

Function: **Transportation**

			FY 2016-17 Adopted Budget		
Personal Services					
A.5142.0110	Salaries				
	Street/Sewer Maintenance Supervisor (2 @.33) *			$	43,228
A.5142.0130	Wages **				
	Crew Chief (6 @ .33) *	$	90,380		
	Heavy Equip Operator (3 @ .33) *		45,819		
	Motor Equip Operator (12 @ .33) *		149,899		
	Sign Maintenance Worker (2 @ .33) *		23,931		
	Tree Trimmer (1 @ .33) *		13,203		
	Refuse/Recycle MEO (1 @ .33) *		13,203		
	Municipal Worker I (9 @ .33) *		88,144		424,579
A.5142.0150	Overtime				108,000
A.5142.0175	Health Insurance Buyout				924
	Total Personal Services			$	576,731
Equipment					
A.5142.0230	Vehicles				
	Jeep w/Plow (#1-53)			$	34,000
A.5142.0250	Other Equipment				
	Coupler Mounted 12' Push Blade	$	19,500		
	Stainless Steel Spreader and Pre-wet System with Accessories (#1-16)		36,000		55,500
	Total Equipment			$	89,500
Operating Expenses					
A.5142.0 410	Utilities				
	Tablet Aircards	$	480		
	Water/Fire Service		252		
	Gas/Electric		5,000		
	Telephone/Alarm System		732		
	Verizon Cell Phone Service		300	$	6,764
A.5142.0420	Insurance				7,744
A.5142.0430	Contracted Services				
	GPS Tracking (15)		832		
	Annual Fire Alarm Monitoring		360		
	Overhead Door Preventive Maintenance (4)		200		
	Heat System Annual Maintenance Inspection		250		
	Heat System Repair		250		
	Snow Blower (1-80) Rehab Evaluation		6,500		
	Private Haulers for Snow Removal		25,000		

City of Watertown
Fiscal Year: **2016-17**
Department: **Snow Removal**
Account Code: **A5142**
Function: **Transportation**

		FY 2016-17 Adopted Budget	
A.5142.0430	Contracted Services continued:		
	Small Engine Repair	250	33,642
A.5142.0440	Fees, Non Employees		
	Post Accident Employee Testing		900
A.5142.0455	Vehicle Expenses		
	Plow Tires and Wheels	2,200	
	Service and Repair Pickup Truck Plows	3,500	
	Sander Chains (2)	2,700	
	Sander Screen Repairs (3) (1-51S, 1-45S, 1-42S)	2,000	
	Rotary Blower Maintenance	5,000	
	Equipment Maintenance and Repair	57,500	
	Gas and Diesel Fuel	32,500	
	Preventive Maintenance	5,700	
	Insurance	27,746	138,846
A.5142.0460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	175,000	
	Patching Materials	5,000	
	Top Soil for Margin Repairs	2,000	
	Cutting Edges and Bolts	10,000	
	Wing Braces, Slides, Trip Blocks	6,000	
	Snow Dump Maintence Materials	2,500	
	Miscellaneous Hand Tools/Supplies	200	200,700
	Total Operating Expenses		$ 388,596

Fringe Benefits

A.5142.0810	New York State Employees' Retirement System	$ 85,033
A.5142.0830	Social Security	44,120
A.5142.0840	Workers Compensation	1,000
A.5142.0850	Health Insurance	124,052
	Total Fringe Benefits	$ 254,205
	TOTAL BUDGET	$ 1,309,032

* Split 67% with A.5010; A.5110; A.5186; A.8140; A.8160; G8120

A5142 – Snow Removal

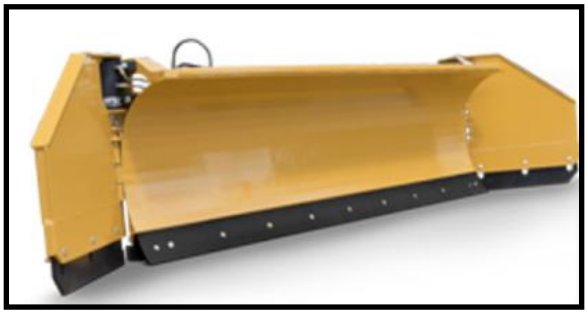
Fiscal Year 2016-17
Vehicles and Equipment

Compact Utility Vehicle Replacement (1-053) $34,000

Vehicle 1-053 is a 1999 JEEP Wrangler with angle snow plow. Used year round as a primary support vehicle for snow removal in the business district and outlying parcels; it is assigned to the seasonal bathroom attendant who tends to the City's public restrooms (JB Wise, Marble St., and Veteran's Memorial Walkway) where it is used seven days a week from mid-May through October. With approximately 60,000 miles, the main frame has had "four" significant patches due to corrosion and has reached the end of its useful life. It will be replaced with a like vehicle and equipped accordingly.

Front Loader Mounted Snow Plow Assembly $19,500

This request is for a hydraulically reversible moldboard snow plow attachment to be used in the downtown business district and City parking facilities. This piece of equipment will be configured with a JRB compatible quick hitch coupler allowing it to be mounted on any of our existing front end loaders.



Since the completion of the downtown Streetscape Project, the Department has deployed front end loaders with box style snow pushers that have proven extremely effective in clearing the driving lanes and parking areas along Public Square and adjoining streets during winter storms occurring during business hours.

This new attachment has the capability of being configured on-the-fly as either a box style pusher or as a conventional reversible moldboard. This added capability gives the operator the option of carrying snow away from parked cars & crosswalks, or casting the snow either left or right. These features increase the safety and efficiency of plowing operations which are carried out in close proximity to vehicular and pedestrian traffic alike.

A5142 – Snow Removal

Fiscal Year 2016-17
Vehicles and Equipment

Computer Controlled Material Spreader with Wet Application System $36,000

This request is for the installation of a material spreader, wet application system with side tanks, rear back up camera and monitor, and a computer controlled material spreader controller on the City Urban plow 1-16, 2007 International.

When installed the City will have four Urban plows equipped with material spreaders and all the necessary components to make them self sufficient during a storm. Reliance on a dedicated sander will no longer be necessary following completion of a plowing operation in this units designated route thus allowing strategic reallocation of resources during a major storm event.

Beginning in 2012 all new Urban plow acquisitions have been supplied in this manner. Above is a photo of one of the units mounted on one of the city's large wing plows.

City of Watertown
Fiscal Year: **2016-17**
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 currently with Ampersand/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 the plant within the limits imposed by the requirements of the FERC permit. During Fiscal Year 2014-2015, generation totaled 23,191,403 kwh which is down somewhat from the 24,832,078 kwh generated in the previous Fiscal Year.

2015-16 Accomplishments:

- ✓ Progressed with the upgrades with the Computer and PLC Cards.
- ✓ Published the Request for Proposals (RFP) for Contract Services resulting in a renewed contract.

2016-17 Goals and Objectives:

- Upgrade excitation system on generator set #1.
- Resurface Intake Chamber for Unit #1.
- Blast Clean with Dry Ice all Turbine Windings (rotors and stators).
- Install Security Cameras.

City of Watertown

Fiscal Year: **2016-17**

Department: **Hydroelectric Production**

Account Code: **A5184**

Function: **Home and Community Services**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 8,480	$ 8,482	$ 8,448	$ 8,853
120 Clerical	-	-	-	-
130 Wages	8,513	9,044	9,665	10,371
140 Temporary	-	-	-	-
150 Overtime	60	340	-	-
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 Allowance	-	-	-	-
Total Personal Services	$ 17,053	$ 17,866	$ 18,113	$ 19,224
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 885	$ 1,108	$ 1,550	$ 1,700
420 Insurance	7,608	8,270	8,700	9,135
430 Contracted Services	291,597	272,099	280,100	295,950
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	330	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	33	68	-	-
465 Equipment < $5,000	3,299	436	21,500	21,500
Total Operating Expenses	$ 303,752	$ 281,981	$ 311,850	$ 328,285
Fringe Benefits				
810 NYS Employees' Retirement System	$ 3,412	$ 2,888	$ 2,612	$ 2,381
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,250	1,311	1,385	1,470
840 Workers' Compensation	51,409	109,361	50,000	55,000
850 Health Insurance	4,110	3,764	4,305	4,439
Total Fringe Benefits	$ 60,181	$ 117,324	$ 58,302	$ 63,290
Department Total	$ 380,986	$ 417,171	$ 388,265	$ 410,799

City of Watertown

Fiscal Year: **2016-17**

Department: **Hydroelectric Production**

Account Code: **A5184**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget	
Personal Services			
A.5184.0110	Salaries		
	Water Superintendent*		$ 8,853
A.5184.0130	Wages		
	SCADA Technician * *		10,371
	Total Personal Services		$ 19,224
Operating Expenses			
A.5184.0410	Utilities		
	Telephone	$ 1,000	
	Electric (Huntington Dam)	700	$ 1,700
A.5184.0420	Insurance		9,135
A.5184.0430	Contracted Services		
	Operations and Maintenance	236,700	
	Additional Service and Parts	15,000	
	AGL - Facility Pk - Cartegraph Maintenance	750	
	Blast Clean (Dry Ice) Turbine Windings	30,000	
	FERC License Fee	13,500	295,950
A.5184.0465	Equipment < $5,000		
	Computer	1,000	
	Security Equipment	10,500	
	Spare Parts	5,000	
	Spare Cards	5,000	21,500
	Total Operating Expenses		$ 328,285
Fringe Benefits			
A.5184.0810	New York State Employees' Retirement System		$ 2,381
A.5184.0830	Social Security		1,470
A.5184.0840	Workers Compensation		55,000
A.5184.0850	Health Insurance		4,439
	Total Fringe Benefits		$ 63,290
	TOTAL BUDGET		$ 410,799

* Split with F.8310 (50%), 40% with G.8110 (40%) and A.5184 (10%)

* * Split with F.8310 (40%), G.8110 (40%) and A.5184 (20%)

City of Watertown
Fiscal Year: **2016-17**
Department: **Traffic Control and Lighting**
Account Code: **A5186**
Function: **Transportation**

Description: This account within the Department 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.

2014-15 Accomplishments:

- ✓ Installed automatic transfer switch on Newell Street Facility emergency generator.
- ✓ Installed security cameras and associated communication network at Water Filtration.
- ✓ Reconfigured both the Pearl/Huntington and the Factory/Pearl/High Street traffic signal assemblies in support of the Factory Street Reconstruction Project
- ✓ Installed wireless loop detection (PODS) at the Massey & Stone Street intersection and completed full wireless upgrade on the Washington/Clinton/Sterling Streets intersection.
- ✓ Upgraded Fleet Maintenance Facility's shop floor lighting system from HID to energy saving T-5 fixtures (Two-year ROI with 60 percent reduction in energy usage.)

2015-16 Goals and Objectives:

- Upgrade Washington/Thompson/Chestnut traffic signal in accordance to the City's ADA Transition Plan.
- Upgrade Washington/Academy traffic signal cabinet and install wireless loop detection (PODS) at both the Leray/Burdick and the Arsenal/Sherman Street intersections.
- Paint Public Square on street parking spaces as well as J.B. Wise and Arena Parking lots.

City of Watertown

Fiscal Year: **2016-17**

Department: **Traffic Control and Lighting**

Account Code: **A5186**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	223,145	227,810	230,852	226,199
140 Temporary	4,632	5,032	5,000	5,000
150 Overtime	21,186	17,625	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 Allowance	-	-	-	-
Total Personal Services	$ 248,963	$ 250,467	$ 255,852	$ 251,199
Equipment				
230 Vehicles	$ 34,405	$ 23,124	$ -	$ -
250 Other	-	8,375	20,000	42,515
Total Equipment	$ 34,405	$ 31,499	$ 20,000	$ 42,515
Operating Expenses				
410 Utilities	$ 431,152	$ 340,079	$ 421,015	$ 360,256
420 Insurance	2,660	2,473	2,575	2,704
430 Contracted Services	6,531	6,923	11,412	12,444
440 Fees Non Employees	255	376	300	400
450 Miscellaneous	965	1,184	3,700	3,700
455 Vehicle Expenses	28,075	20,751	22,972	21,281
460 Materials and Supplies	33,992	32,045	42,050	42,050
465 Equipment < $5,000	7,362	6,745	22,500	4,000
Total Operating Expenses	$ 510,992	$ 410,576	$ 526,524	$ 446,835
Fringe Benefits				
810 NYS Employees' Retirement System	$ 47,972	$ 40,740	$ 47,692	$ 38,397
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	18,347	18,494	19,574	19,218
840 Workers' Compensation	10,953	1,061	1,000	2,000
850 Health Insurance	57,522	55,663	55,621	58,140
Total Fringe Benefits	$ 134,794	$ 115,958	$ 123,887	$ 117,755
Department Total	$ 929,154	$ 808,500	$ 926,263	$ 858,304

City of Watertown

Fiscal Year: **2016-17**

Department: **Traffic Control and Lighting**

Account Code: **A5186**

Function: **Transportation**

		FY 2016-17 Adopted Budget		
Personal Services				
A.5186.0130	Wages			
	Line Crew Chief	$ 67,870		
	Lineworker II (2)	109,740		
	Sign Maintenance Worker (2 @ .50) *	48,589	$	226,199
A.5186.0140	Temporary			5,000
A.5186.0150	Overtime			20,000
	Total Personal Services		$	251,199
Equipment				
A.5186.0250	Other Equipment			
	Traffic Signal Cabinet (Washington and Mullin Sts.)	$ 9,250		
	Wireless Loop Activation (Burdick, W. Hoard, Leray Sts.)	13,665		
	Wireless Loop Activation (Arsenal and Sherman Sts.)	19,600	$	42,515
	Total Equipment		$	42,515
Operating Expenses				
A.5186.0410	Utilities			
	Verizon Cellular Phone	$ 600		
	Tablet Aircard	480		
	Traffic Signals - Electric	14,550		
	Street Lighting - Electric	336,576		
	Public Square Gazebo/Woodruff Site	1,450		
	Electric for Christmas Decorations	750		
	Natural Gas and Electric - Engine St.	4,650		
	FAX Line	300		
	Water/Sewer	900	$	360,256
A.5186.0420	Insurance			2,704
A.5186.0430	Contracted Services			
	Janitorial Services	6,300		
	GPS Monitoring Fee	1,044		
	Annual Overhead Door Maintenance	100		
	Materials Disposal	1,000		
	Equipment Rentals	1,500		
	Electrical Inspection Fees	250		
	Building Maintenance	1,000		
	Tool Repairs	1,000		
	Welding/Cylinder Supplies/Rental	250		12,444

City of Watertown

Fiscal Year: **2016-17**

Department: **Traffic Control and Lighting**

Account Code: **A5186**

Function: **Transportation**

			FY 2016-17 Adopted Budget
A.5186.0440	Fees, Non Employees		
	Employment Related Testing		400
A.5186.0450	Miscellaneous		
	Professional Certification/Testing	300	
	ARC Protection Gear	1,200	
	Training/PESH	1,000	
	Personnel/Vehicular Safety Equipment	1,200	3,700
A.5186.0455	Vehicle Expenses		
	Maintenance and Repairs	6,000	
	Routine Preventive Maintenance	1,000	
	Gas and Diesel Fuel	5,525	
	Vehicle Safety Inspection (4)	1,800	
	Insurance	6,956	21,281
A.5186.0460	Materials and Supplies		
	Electrical:		
	Electrical Supplies	2,500	
	Loop Wire and Sealant	2,500	
	Traffic Signal Wire	1,500	
	Signal Maintenance/Repair	2,500	
	Building Maintenance/Repair	1,000	
	Hand Tools and Supplies	2,000	
	Personal Protective Gear	750	
	Electrical Hardware and LEDs	1,500	
	Miscellaneous Supplies	1,500	
	Sign and Paint Crew:		
	Aluminum Sign Blanks	3,500	
	Hardware and Sign Faces	2,500	
	Reflective Sheeting	8,000	
	Channel Posts	3,500	
	Road Tape and Arrows	5,000	
	Road Paint	500	
	Sign Foundations	1,000	
	Paint Stencils	500	
	Miscellaneous Supplies	1,800	42,050
A.5186.0465	Equipment < $5,000		
	Computer	1,000	
	Traffic Signal Type 2 Controller/Timer (2)	3,000	4,000
	Total Operating Expenses		$ 446,835

City of Watertown

Fiscal Year: **2016-17**

Department: **Traffic Control and Lighting**

Account Code: **A5186**

Function: **Transportation**

		FY 2016-17 Adopted Budget	
Fringe Benefits			
A.5186.0810	New York State Employees' Retirement System	$	38,397
A.5186.0830	Social Security		19,218
A.5186.0840	Workers Compensation		2,000
A.5186.0850	Health Insurance		58,140
	Total Fringe Benefits	$	117,755
	TOTAL BUDGET	$	858,304

* Split 33% with A.5142

A5186 – Traffic Control and Lighting

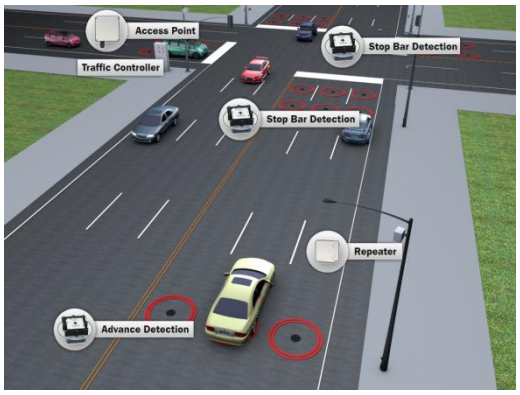
Fiscal Year 2016-17
Vehicles and Equipment

Traffic Signal Cabinet (#30) $9,250

This request is for a NEMA 8-phase TS2 traffic signal cabinet and controller which will replace the 1992 pole mount TS1 controller currently in service at the Mullin–Washington Street intersection.

Traffic Signal Wireless Vehicle Detection System
Burdick, W. Hoard and Leray Street (#23) $13,665

This request is for the installation of a 4-Lane wireless vehicle detection system using a device (POD) located within the travel lanes. This system will replace the loop wire system presently in place. The devices are battery operated using a lithium battery providing 10 years of use. The individual PODs are easily removed if road construction or repairs are needed and re-installed.

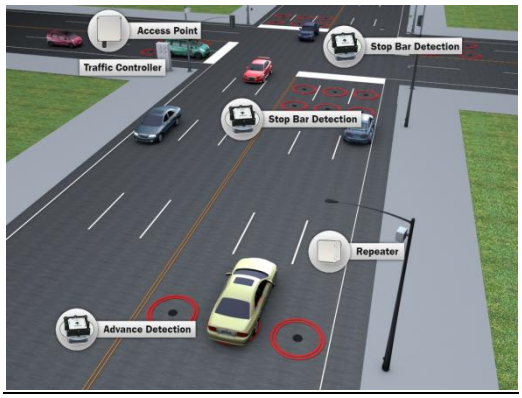


A5186 – Traffic Control and Lighting

Fiscal Year 2016-17
Vehicles and Equipment

Traffic Signal Wireless Vehicle Detection System
Arsenal and Sherman Street (#5) $19,600

This request is for the installation of a 7-Lane wireless vehicle detection system using a device (POD) located within the travel lanes. This system will replace the loop wire system presently in place. The devices are battery operated using a lithium battery providing 10 years of use. The individual PODs are easily removed if road construction or repairs are needed and re-installed.



City of Watertown
Fiscal Year: **2016-17**
Department: **Bus**
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 149,552, both our fixed route system as well as our Paratransit Program remained steady during the 2014-2015 fiscal years. During this period, revenues of $150,279 were generated from passenger sales. While we hope to begin the grant submission process prior to the beginning of the 2016/2017 fiscal year, as an Urban Transportation provider we anticipate the State and Federal Grant Programs to increase to 60% thereby reducing the funding contribution by the City's 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 the City began offering a $40 unlimited ride, monthly pass. Paratransit fares are $3.00 one-way. The federally mandated "Half Fare" program was adopted in September, 2015.

2015-16 Accomplishments:

- ✓ Completed the formal Federal Transit Administration Technical Assistance Review and after fulfilling all corrective actions, we are now in a position to pursue grant submittals.
- ✓ Initiated conversations with Jefferson Community College as it relates to the future placement of a bus transfer/shelter in the area of their newly constructed dormitories.
- ✓ Continued to work with the Watertown Jefferson County Area Transportation Council which is the designated regional authorizing agency/Metropolitan Planning Organization for all future Watertown Urbanized Area federal grant submittals.

2016-17 Goals and Objectives:

- Formalize and obtain "Authority" status and implement the "Outer Arsenal Street Circle Route" that will service the commercial/residential district located west of I-81.
- Investigate outsourcing opportunities with regional bus transportation providers in an effort to quickly and economically expand and improve transit services within the Watertown Urbanized Area.
- Apply for Rural Transportation funding (5311) for services falling outside of the urbanized area.
- Continue to submit and secure FTA grants for both equipment replacement and program operating costs.

City of Watertown

Fiscal Year: **2016-17**

Department: **Bus**

Account Code: **A5630**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ 32,500	$ 65,000
120 Clerical	-	-	16,358	16,767
130 Wages	226,727	170,563	313,842	322,499
140 Temporary	84,161	111,033	40,000	43,000
150 Overtime	11,535	10,608	17,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,500	1,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 322,423	$ 292,204	$ 421,200	$ 468,766
Equipment				
230 Vehicles	$ -	$ -	$ 97,500	$ 32,000
250 Other	9,275	-	-	-
Total Equipment	$ 9,275	$ -	$ 97,500	$ 32,000
Operating Expenses				
410 Utilities	$ 9,121	$ 7,124	$ 7,410	$ 6,750
420 Insurance	1,095	1,071	1,125	1,181
430 Contracted Services	102,226	115,340	118,322	125,686
440 Fees Non Employees	1,894	2,459	2,600	2,500
450 Miscellaneous	1,166	8,571	23,470	26,450
455 Vehicle Expenses	237,159	183,712	195,900	193,328
460 Materials and Supplies	11,545	8,061	21,400	5,500
465 Equipment < $5,000	-	1,099	30,725	5,000
Total Operating Expenses	$ 364,206	$ 327,437	$ 400,952	$ 366,395
Fringe Benefits				
810 NYS Employees' Retirement System	$ 58,990	$ 48,088	$ 62,133	$ 55,887
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,952	21,698	32,220	35,862
840 Workers' Compensation	28,013	33,216	30,000	30,000
850 Health Insurance	51,257	44,093	67,795	84,852
Total Fringe Benefits	$ 162,212	$ 147,095	$ 192,148	$ 206,601
Department Total	$ 858,116	$ 766,736	$ 1,111,800	$ 1,073,762

City of Watertown

Fiscal Year: **2016-17**

Department: **Bus**

Account Code: **A5630**

Function: **Transportation**

		FY 2016-17 Adopted Budget			
Personal Services					
A.5630.0110	Salaries				
	Transit Director *			$	65,000
A.5630.0120	Clerical				
	Account Clerk Typist (part-time)				16,767
A.5630.0130	Wages				
	Transit Supervisor	$	55,374		
	Head Bus Driver		37,275		
	Bus Driver (5)		181,902		
	Motor Equipment Mechanic		47,948		322,499
A.5630.0140	Temporary				43,000
A.5630.0150	Overtime				20,000
A.5630.0175	Health Insurance Buyout				1,500
	Total Personal Services			$	468,766
Equipment					
A.5630.0230	Motor Vehicles				
	Transit Bus Replacement Engine			$	32,000
	Total Equipment			$	32,000
Operating Expenses					
A.5630.0410	Utilities				
	Water/Sewer	$	1,150		
	Electric - Transfer Site		1,800		
	Natural Gas		3,800	$	6,750
A.5630.0420	Insurance				1,181
A.5630.0430	Contracted Services				
	Paratransit Contract		94,758		
	Language Assistance Plan - Limited English Proficiency		500		
	Janitorial Services		15,500		
	Rug Rentals		360		
	GPS Tracking (9)		3,208		
	Advertising		6,800		
	Alarm System Monitoring		360		
	Overhead Door Maintenance/Repair		1,200		
	Semi Annual Sprinkler Inspections		250		
	Heating System Maintenance		1,000		
	Miscellaneous Services/Repairs		1,750		125,686

City of Watertown

Fiscal Year: **2016-17**

Department: **Bus**

Account Code: **A5630**

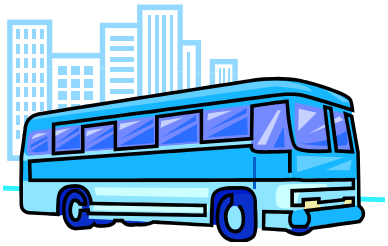
Function: **Transportation**

		FY 2016-17 Adopted Budget	
A.5630.0440	Fees, Non Employee		
	Employment Related Testing		2,500
A.5630.0450	Miscellaneous		
	Uniforms	1,800	
	Safety Shoes	600	
	Reference Books	500	
	Miscellaneous Postage	100	
	Seminars	8,500	
	NY Public Transit Dues	450	
	Training for MPO/Urban Public Transp.	10,000	
	Driver Safety Training	4,500	26,450
A.5630.0455	Vehicle Expenses		
	Insurance	21,630	
	Tires CitiBuses (18)	9,800	
	Fuel for Truck	646	
	Fuel for Buses	62,043	
	Fuel for Paratransits	13,209	
	Tires Paratransit Buses (12)	2,000	
	Replace Wheelchair Lift Door (PT700)	2,000	
	Repairs and Maintenance	78,000	
	Repairs and Maintenance Paratransit	4,000	193,328
A.5630.0460	Materials and Supplies		
	Weather Gear	200	
	Office Supplies	500	
	Cleaning and Maintenance Supplies	1,800	
	Printing (Tickets, Transfers)	3,000	5,500
A.5630.0465	Equipment < $5,000		
	Work Station	3,000	
	Computers (2)	2,000	5,000
	Total Operating Expenses		$ 366,395

Fringe Benefits

A.5630.0810	New York State Employees' Retirement System	$ 55,887
A.5630.0830	Social Security	35,862
A.5630.0840	Workers Compensation	30,000
A.5630.0850	Health Insurance	84,852
	Total Fringe Benefits	$ 206,601
	TOTAL BUDGET	$ 1,073,762

A5630 – Bus



Fiscal Year 2016-17
Vehicles and Equipment

Transit Bus Replacement Engine $32,000

This request covers the "3/4" replacement of of the Detroit Diesel Series 50 engine on the City's 2002 Orion V transit bus Veh ID: B1880. Of our five units this will be the fourth engine replacement. While we anticipate replacing three of our buses within the next 24 months, it is crucial for the continuance of our program that we keep all of these units operational. Federal and State grant funding should cover 90 percent of this cost via the 80/10/10 reimbursement formula.

City of Watertown
Fiscal Year: **2016-17**
Department: **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

2015-16 Accomplishments:

- ✓ Installed speed control devices and signage in the Court Street Parking Lot to reduce vehicle travel speed along the former Marshall Street.

2016-17 Goals and Objectives:

City of Watertown

Fiscal Year: **2016-17**

Department: **Parking Facilities**

Account Code: **A5650**

Function: **Transportation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 14,460	$ 11,957	$ 16,000	$ 14,000
420 Insurance	1,637	1,750	1,850	1,943
430 Contracted Services	25,344	25,387	25,450	25,650
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,174	2,541	36,200	12,700
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ 42,615	$ 41,635	$ 79,500	$ 54,293
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 42,615	$ 41,635	$ 79,500	$ 54,293

City of Watertown

Fiscal Year: **2016-17**

Department: **Parking Facilities**

Account Code: **A5650**

Function: **Transportation**

		FY 2016-17 Adopted Budget	
Operating Expenses			
A.5650.0410	Utilities		
	Electric		$ 14,000
A.5650.0420	Insurance		1,943
A.5650.0430	Contracted Services		
	Stone Street Lease Payments	21,200	
	State Street Parking Lot Lease	3,000	
	State Street Lot Tax Reimbursement	1,450	25,650
A.5650.0460	Materials and Supplies		
	Mulch Material	2,500	
	Top Soil	1,200	
	Asphalt Patching	3,500	
	Painting and Striping Road Markings	2,500	
	Routine Maintenance of Lights/Signs/Facilities	3,000	12,700
	Total Operating Expenses		54,293
	TOTAL BUDGET		$ 54,293

City of Watertown

Fiscal Year: **2016-17**

Department: **Miscellaneous**

Account Code: **A6310, A6410, A6530, A7510, A8010**

Function: **Home and Community Services**

Budget Summary	**FY 2013-14 Actual**	**FY 2014-15 Actual**	**FY 2015-16 Adopted Budget**	**FY 2016-17 Adopted Budget**
A6310.0430 Community Action Planning Council	$ 52,000	$ 47,500	$ 47,500	$ 15,000
A6410.0430 Publicity	450	100	5,000	3,500
A7510.0430 Historian	-	-	250	100
A8010.0430 Zoning	2,733	1,376	3,000	3,000
Total Budget	$ 55,183	$ 48,976	$ 55,750	$ 21,600

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.

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

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

City of Watertown
Fiscal Year: **2016-17**
Department: **Parks and 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, Assistant Superintendent, Senior Account Clerk Typist; and an Account Clerk Typist shared with the Arena. The Superintendent and Assistant Superintendent oversee ten 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, swim, horseback riding, ice skating, scuba diving lessons, youth and adult baseball programs are coordinated through the administration office.

2015-16 Accomplishments:

- ✓ Continued with the "pay before you play" policy. This has guaranteed that payments are collected before use.
- ✓ Worked with The Northern New York Community Foundation and volunteers to successfully offer Snowtown USA to the community.
- ✓ Provided new programs along with returning Free Outdoor Movie, Haunted Trail at Thomson Park, Harvest Festival, and the Outdoor Ice Rink at the Mayor Butler Pavilion.
- ✓ Worked successfully with Engineering and Stantec to develop a design for the renovated arena. Attended all construction meetings for the arena renovations.
- ✓ Transitioned to a construction trailer during renovations without having the move impact Parks and Recreation daily operations.
- ✓ Successfully transitioned Sunday Softball to a City run program.

2016-17 Goals and Objectives:

- Ensure that the Arena is booked with events to guarantee revenue.
- Implement a Parks and Recreation newsletter.
- Work to expand recreational services provided in the community and develop new marketing initiatives to support existing programs as well as facility availability.
- Continue to maintain existing programs and events such as Kite Day, Harvest Festival, Snowtown USA and Haunted Trail.
- Continue to build morale within the department

City of Watertown

Fiscal Year: **2016-17**

Department: **Parks and Recreation Administration**

Account Code: **A7020**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 129,468	$ 119,114	$ 127,432	$ 133,552
120 Clerical	84,529	41,643	37,626	40,343
130 Wages	-	-	-	-
140 Temporary	2,453	15,924	3,000	6,599
150 Overtime	-	600	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	1,711	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 219,250	$ 178,992	$ 169,058	$ 181,494
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 1,953	$ 3,035	$ 2,035	$ 2,470
420 Insurance	-	-	-	-
430 Contracted Services	8,678	11,510	6,580	6,580
440 Fees Non Employees	195	-	1,150	1,150
450 Miscellaneous	2,046	425	1,875	2,625
455 Vehicle Expenses	554	162	1,000	938
460 Materials and Supplies	98	1,860	525	875
465 Equipment < $5,000	2,132	905	-	700
Total Operating Expenses	$ 15,656	$ 17,897	$ 13,165	$ 15,338
Fringe Benefits				
810 NYS Employees' Retirement System	$ 40,843	$ 37,800	$ 21,088	$ 19,650
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,316	13,304	12,934	13,885
840 Workers' Compensation	319	16	-	-
850 Health Insurance	12,699	12,020	27,746	42,481
Total Fringe Benefits	$ 70,177	$ 63,140	$ 61,768	$ 76,016
Department Total	$ 305,083	$ 260,029	$ 243,991	$ 272,848

City of Watertown

Fiscal Year: **2016-17**

Department: **Parks and Recreation Administration**

Account Code: **A7020**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
Personal Services			
A.7020.0110	Salaries		
	Superintendent of Parks and Recreation	$ 75,567	
	Asst. Superintendent of Parks and Recreation	57,985	$ 133,552
A.7020.0120	Clerical		
	Senior Account Clerk Typist		40,343
A.7020.0140	Temporary - Clerk (.5)*		6,599
A.7020.0150	Overtime		1,000
	Total Personal Services		$ 181,494
Operating Expenses			
A.7020.0410	Utilities		
	Telephone	$ 1,600	
	Cellular Phone Service	870	$ 2,470
A.7020.0430	Contracted Services		
	Copier/Printer Maintenance	1,500	
	HVAC Maintenance	400	
	RecTrac Maintenance	4,500	
	Monitoring of Alarm System	180	6,580
A.7020.0440	Fees, Non Employees		
	CPR/First Aid Instructions	450	
	Red Cross Fee	700	1,150
A.7020.0450	Miscellaneous		
	NYS Rec. and Park Membership	400	
	National Inst. Parks and Recreation	375	
	Conferences and Seminars	1,750	
	Mileage Reimbursements	100	2,625
A.7020.0455	Vehicle Expenses		
	Fuel	150	
	Insurance	788	938

* Split with A.7020 (50%) and A.7265 (50%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Parks and Recreation Administration**

Account Code: **A7020**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7020.0460	Materials and Supplies		
	Paper and Poster Board	500	
	Janitorial/Cleaning Supplies	50	
	Maintenance Supplies	75	
	Miscellaneous Office Supplies	250	875
A.7020.0465	Equipment < $5,000		
	Portable PA System		700
	Total Operating Expenses		$ 15,338
Fringe Benefits			
A.7020.0810	New York State Employees' Retirement System		$ 19,650
A.7020.0830	Social Security		13,885
A.7020.0850	Health Insurance		42,481
	Total Fringe Benefits		$ 76,016
	TOTAL BUDGET		$ 272,848

City of Watertown
Fiscal Year: **2016-17**
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, 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 219 reservations made for 17,491 people, 11 charity walks, 4 boy and girl scout events, a car show and an agricultural extravaganza, concerts and fireworks display, 136 buses that carried 7,344 school children for various field trips, 30 weddings, 15 military functions, several other events that totaled 35,080 in park attendance. This figure includes an estimated attendance of 4000 for the 4th of July concert. This figure does not include daily activity.

2015-16 Accomplishments:

- ✓ Successfully offered the first ever Haunted Trail at the Thompson Park Vortex.
- ✓ Maintained and repaired ski netting at the bottom of Thompson Park Sledding Hill.
- ✓ Hosted the annual Fourth of July event with assistance from the North Country Arts Council.
- ✓ Successfully teamed with community businesses to offer the Thompson Park Harvest Festival.
- ✓ The Thompson Park crew cleared an extensive amount of brush throughout the Park.
- ✓ Continued to offer a successful program at the Thompson Park Playground.

2016-17 Goals and Objectives:

- Complete the installation of a new children's playground at Thompson Park.
- Repair sections of the deteriorating stone wall throughout Thompson Park.
- Continue to foster a positive relationship with the Thompson Park Conservancy.

City of Watertown

Fiscal Year: **2016-17**

Department: **Thompson Park**

Account Code: **A7110**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	93,769	94,190	98,334	98,793
140 Temporary	25,615	30,822	35,000	37,100
150 Overtime	17,617	11,541	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	443	-	-	-
175 Health Insurance Buyout	-	-	-	2,156
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 137,444	$ 136,553	$ 141,334	$ 146,049
Equipment				
230 Vehicles	$ -	$ -	$ 37,500	$ -
250 Other	-	29,665	-	-
Total Equipment	$ -	$ 29,665	$ 37,500	$ -
Operating Expenses				
410 Utilities	$ 45,506	$ 39,143	$ 131,270	$ 128,975
420 Insurance	5,355	5,366	5,750	6,038
430 Contracted Services	15,588	48,594	71,105	61,505
440 Fees Non Employees	690	90	375	375
450 Miscellaneous	-	62	-	-
455 Vehicle Expenses	22,909	30,367	34,450	26,009
460 Materials and Supplies	14,238	13,031	15,690	14,770
465 Equipment < $5,000	1,939	-	1,000	500
Total Operating Expenses	$ 106,225	$ 136,653	$ 259,640	$ 238,172
Fringe Benefits				
810 NYS Employees' Retirement System	$ 36,099	$ 21,578	$ 23,700	$ 20,171
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,210	10,061	10,813	11,173
840 Workers' Compensation	-	2,141	100	500
850 Health Insurance	17,486	24,883	26,058	21,469
Total Fringe Benefits	$ 63,795	$ 58,663	$ 60,671	$ 53,313
Department Total	$ 307,464	$ 361,534	$ 499,145	$ 437,534

City of Watertown

Fiscal Year: **2016-17**

Department: **Thompson Park**

Account Code: **A7110**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget		
Personal Services				
A.7110.0130	Wages			
	Crew Chief	$ 45,304		
	Parks and Recreation Maintenance Worker (1 @ .77) *	22,358		
	Municipal Worker	31,131	$	98,793
A.7110.0140	Temporary			37,100
A.7110.0150	Overtime			8,000
A.7110.0175	Health Insurance Buyout			2,156
	Total Personal Services		$	146,049
Operating Expenses				
A.7110.0410	Utilities			
	Water/Sewer	$ 98,000		
	Electric	6,725		
	Thompson Park Conservancy Electric	13,500		
	Natural Gas	10,000		
	DSL Internet Connection	750	$	128,975
A.7110.0420	Insurance			6,038
A.7110.0430	Contracted Services			
	Alarm Systems Monitoring	180		
	Stone Work Repairs	7,500		
	Maintenance Service and Repairs	18,500		
	Small Engine Maintenance	600		
	Fence Repairs	500		
	Welding Lease and Supplies	1,500		
	Solid Waste Disposal	2,000		
	Generator Maintenance/Repair	625		
	Special Events - Portable Toilet Rentals, First Aid	4,000		
	Haunted Trail	500		
	Harvest Festival	1,000		
	Kite Day	4,000		
	Ambulance	600		
	Thompson Park Conservancy Funding	20,000		61,505

* Split with A.7265 (23%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Thompson Park**

Account Code: **A7110**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7110.0440	Fees, Non Employee		
	Employment Related Testing		375
A.7110.0455	Vehicle Expenses		
	Outside Vehicle Maintenance	5,000	
	Vehicle Maintenance	5,800	
	Preventive Vehicle Maintenance	1,500	
	Fuel	6,516	
	Insurance	7,193	26,009
A.7110.0460	Materials and Supplies		
	Miscellaneous Equipment Supplies	2,000	
	Hardware Materials and Supplies	500	
	Safety Equipment	250	
	Uniforms and Protective Clothing	500	
	Safety Shoes	420	
	Lumber, Paint and Stain	500	
	Cleaning Supplies	1,500	
	Rakes, Shovels, Lawn Care	150	
	Grass Seed/Top Soil	1,000	
	Roadway and Walkway Materials	1,500	
	Signage Materials	1,000	
	Plumbing/Electric Supplies	1,200	
	Dogi-Pot Pet Station Supplies	1,000	
	Playground Cushion Material	750	
	Playground Repairs and Maintenance	1,000	
	Fence Repairs	1,500	14,770
A.7110.0465	Equipment < $5,000		
	Weedwackers		500
	Total Operating Expenses		$ 238,172
Fringe Benefits			
A.7110.0810	New York State Employees' Retirement System		$ 20,171
A.7110.0830	Social Security		11,173
A.7110.0840	Workers Compensation		500
A.7110.0850	Health Insurance		21,469
	Total Fringe Benefits		$ 53,313
	TOTAL BUDGET		$ 437,534

City of Watertown
Fiscal Year: **2016-17**
Department: **Playgrounds**
Account Code: **A7140**
Function: **Culture and Recreation**

Description: The City owns and maintains seven playgrounds. Three of these playgrounds and the East Hills playground, which is not owned or maintained by the City, were staffed by two supervisors for a six-week period during the summer. These 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 3103 total daily visits this season, with 213 attending special events. The two recreation centers, located at the Fairgrounds and the North Side Pool, are staffed and opened for the six week period. The centers offer a variety of recreational opportunities at one central location. Ping pong, pool and other games are available and the facilities remain open even in bad weather. The majority of the playground directors are high school graduates or college students pursuing an interest in education or recreation.

The 4 locations are: Alteri Pool/Fairgrounds, Flynn Pool/North Elementary, Thompson Park and East Hills.

2015-16 Accomplishments:

- ✓ Successfully communicated with local schools to inform students and parents about what the playground programs have to offer.
- ✓ Increased attendance with the addition of the Thompson Park Playground.
- ✓ More special events were offered including a movie day and a walking trip.

2016-17 Goals and Objectives:

- Continue to ensure all City playgrounds conform to safety standards as per ASTM and CPS regulations.
- Promote the Playground Program to the local schools, media and community groups.
- Increase attendance at the 4 staffed playgrounds.

City of Watertown

Fiscal Year: **2016-17**

Department: **Playgrounds**

Account Code: **A7140**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	-	13,092	11,209	11,662
140 Temporary	30,016	30,200	22,000	23,000
150 Overtime	344	2,279	-	-
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 Allowance	-	-	-	-
Total Personal Services	$ 30,360	$ 45,571	$ 33,209	$ 34,662
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	13,200	-	-	-
Total Equipment	$ 13,200	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 28	$ 30	$ 100	$ 200
420 Insurance	36	57	65	68
430 Contracted Services	729	-	740	4,240
440 Fees Non Employees	1,075	325	500	500
450 Miscellaneous	668	405	800	800
455 Vehicle Expenses	7,229	5,028	4,550	4,383
460 Materials and Supplies	4,308	2,064	12,800	13,945
465 Equipment < $5,000	-	-	1,000	500
Total Operating Expenses	$ 14,073	$ 7,909	$ 20,555	$ 24,636
Fringe Benefits				
810 NYS Employees' Retirement System	$ 6,025	$ 4,731	$ 4,214	$ 3,758
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,323	3,427	2,540	2,652
840 Workers' Compensation	-	62	-	-
850 Health Insurance	-	3,091	3,535	3,271
Total Fringe Benefits	$ 8,348	$ 11,311	$ 10,289	$ 9,681
Department Total	$ 65,981	$ 64,791	$ 64,053	$ 68,979

City of Watertown

Fiscal Year: **2016-17**

Department: **Playgrounds**

Account Code: **A7140**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget			
Personal Services					
A.7140.0130	Wages				
	Crew Chief (1 @ .04) *	$	1,833		
	Parks and Recreation Maintenance Worker (1 @ .04; 1 @ .10) **		9,829	$	11,662
A.7140.0140	Temporary				23,000
	Total Personal Services			$	34,662
Operating Expenses					
A.7140.0410	Utilities				
	Electric			$	200
A.7140.0420	Insurance				68
A.7140.0430	Contracted Services				
	Equipment Repairs	$	150		
	Solid Waste Disposal		90		
	Wood Chipper Rental		500		
	Fence Repair		3,500		4,240
A.7140.0440	Fees, Non Employee				
	Physicals				500
A.7140.0450	Miscellaneous				
	Mileage Reimbursements				800
A.7140.0455	Vehicle Expenses				
	Fuel		1,537		
	Repairs and Preventive Maintenance		1,375		
	Small Equipment		500		
	Insurance		971		4,383
A.7140.0460	Materials and Supplies				
	Prizes, Special Events		900		
	Arts and Crafts Supplies		750		
	Athletic Equipment		650		
	First Aid Supplies		150		
	Uniforms and Equipment		250		
	Playground Supplies		1,525		
	Paint and Stain		400		

* Split with A.7140 (4%), A.7141 (22%), A.7143 (14%), A.7180 (2%) and A.7265 (58%)

* * (1) Split with A.7140 (4%), A.7141 (4%), A.7180 (28%), A.7265 (64%); (1) split with A.7140 (10%), A.7141 (16%), A.7143 (10%), A.7180 (2%), A.7265 (62%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Playgrounds**

Account Code: **A7140**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7140.0460	Materials and Supplies continued:		
	Miscellaneous Maintenance Supplies	520	
	Grass Seed/Topsoil	650	
	Lumber for Picnic Tables	650	
	Equipment Repairs	1,500	
	Rubber Chips	1,500	
	Wood Chips	4,500	13,945
A.7140.0465	Equipment < $5,000		
	Weedeaters (2)		500
	Total Operating Expenses		$ 24,636
Fringe Benefits			
A.7140.0810	New York State Employees' Retirement System		$ 3,758
A.7140.0830	Social Security		2,652
A.7140.0850	Health Insurance		3,271
	Total Fringe Benefits		$ 9,681
	TOTAL BUDGET		$ 68,979

City of Watertown
Fiscal Year: **2016-17**
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 include 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, a pavilion, 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 with 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, and various high schools for their home games. The Jefferson County Agricultural Society, Pop Warner Football, the Fairgrounds YMCA, 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 for additional parking and exits when hosting large events such as concerts.

2015-16 Accomplishments:

- ✓ Served as the "home" field for JCC, WHS and IHC for sports including baseball, softball, soccer, lacrosse, and football.
- ✓ Maintained trail systems by keeping them clear and safe for pedestrians. Removed an extensive amount of brush between the trail and the river.
- ✓ Negotiated a lease with an independent professional baseball team to play at the Fairgrounds for the 2016 season.

2016-17 Goals and Objectives:

- Continue to promote field rentals at the Fairgrounds.
- Work closely with The Watertown Bucks to help ensure a successful season.
- Continue to offer "Free Outdoor Movies" with the assistance of the Heather A. Freeman Foundation.

City of Watertown

Fiscal Year: **2016-17**

Department: **Fairgrounds**

Account Code: **A7141**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	8,658	31,212	23,976	26,602
140 Temporary	56,230	30,717	36,500	38,690
150 Overtime	9,679	9,497	6,000	6,000
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 Allowance	-	-	-	-
Total Personal Services	$ 74,567	$ 71,426	$ 66,476	$ 71,292
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 12,189	$ 9,778	$ 21,550	$ 26,025
420 Insurance	2,537	3,092	3,250	3,413
430 Contracted Services	11,216	4,137	12,465	7,465
440 Fees Non Employees	475	255	625	625
450 Miscellaneous	-	36	-	-
455 Vehicle Expenses	17,281	8,735	18,525	17,035
460 Materials and Supplies	33,082	41,307	52,120	50,600
465 Equipment < $5,000	1,795	958	6,250	2,250
Total Operating Expenses	$ 78,575	$ 68,298	$ 114,785	$ 107,413
Fringe Benefits				
810 NYS Employees' Retirement System	$ 18,975	$ (552)	$ 9,173	$ 8,455
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	5,957	5,851	5,086	5,455
840 Workers' Compensation	559	-	-	-
850 Health Insurance	-	5,347	6,115	7,694
Total Fringe Benefits	$ 25,491	$ 10,646	$ 20,374	$ 21,604
Department Total	$ 178,633	$ 150,370	$ 201,635	$ 200,309

City of Watertown

Fiscal Year: **2016-17**

Department: **Fairgrounds**

Account Code: **A7141**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget			
Personal Services					
A.7141.0130	Wages				
	Crew Chief (1 @ .22) *	$	10,079		
	Parks and Recreation Maintenance Worker (1 @ .19, 1 @ .08, 1 @ .04, 1 @ .16) * *		16,523	$	26,602
A.7141.0140	Temporary				38,690
A.7141.0150	Overtime				6,000
	Total Personal Services			$	71,292
Operating Expenses					
A.7141.0410	Utilities				
	Water/Sewer	$	13,500		
	Electric		8,850		
	Telephone/Security		725		
	Electric - National Grid		2,550		
	Natural Gas		400	$	26,025
A.7141.0420	Insurance				3,413
A.7141.0430	Contracted Services				
	Small Equipment Repair		500		
	Pest Control		200		
	Bleacher Repairs		1,000		
	Audio Repairs		500		
	Solid Waste Disposal		175		
	Facility Building Repairs		1,000		
	Portable Toilet Rentals		1,000		
	Alarm Monitor Fees		240		
	Annual Fire Inspection and Repairs		600		
	Key Work		250		
	Fence Upgrades and Repairs		2,000		7,465
A.7141.0440	Fees, Non Employees				
	Employment Related Testings				625

* Split with A.7140 (4%), A.7141 (22%), A.7143 (14%), A.7180 (2%) and A.7265 (58%)

* * (1) Split with A.7140 (14%), A.7141 (19%), A.7143 (14%), A.7265 (53%); (1) split with A.7141 (8%), A.7143 (24%), A.7265 (68%); (1) Split with A.7140 (4%), A.7141 (4%), A.7180 (28%), A.7265 (64%); (1) Split with A.7140 (10%), A.7141 (16%), A.7143 (10%), A.7180 (2%), A.7265 (62%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Fairgrounds**

Account Code: **A7141**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7141.0455	Vehicle Expenses		
	Fuel	4,351	
	Vehicle Maintenance	5,000	
	Outside Repairs/Field Equipment	5,000	
	Tines/Aerifier	400	
	Insurance	2,284	17,035
A.7141.0460	Materials and Supplies		
	Bases, Slab	1,400	
	Field Covers	1,100	
	Soil/Top Dressing for Main Field	1,500	
	Sport Clay	7,500	
	Stone Dust For Warning Track	1,000	
	Sod Main Field Repairs	500	
	Sand/Topsoil Secondary Fields	2,850	
	Marking Chalk and Paint	2,850	
	Gravel for Grandstand Parking	500	
	Hitting Mats	700	
	Lawn Materials All Fields	11,000	
	Turface for Fields	4,000	
	Paint Supplies	1,000	
	Janitorial Products	750	
	Rakes, Shovels, Rollers	600	
	Water Pumps	300	
	Line Markers	500	
	Lumber and Hardware	1,200	
	L Screen	300	
	Ground Sockets	300	
	Mowing Equipment and Supplies	500	
	Drag Mats	500	
	Plumbing	750	
	Fence repair	2,500	
	Top Rail/Fence	1,000	
	Home Plate Mat	750	
	Safer Ramp	750	
	Outfield Fence Lumber and Paint	1,600	
	Electrical	2,400	50,600

City of Watertown

Fiscal Year: **2016-17**

Department: **Fairgrounds**

Account Code: **A7141**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7141.0465	Equipment < $5,000		
	Soccer Nets	1,250	
	Down Markers	500	
	Wireless Microphone	500	2,250
	Total Operating Expenses		$ 107,413
Fringe Benefits			
A.7141.0810	New York State Employees' Retirement System		$ 8,455
A.7141.0830	Social Security		5,455
A.7141.0850	Health Insurance		7,694
	Total Fringe Benefits		$ 21,604
	TOTAL BUDGET		$ 200,309

City of Watertown
Fiscal Year: **2016-17**
Department: **Outdoor Winter Activities**
Account Code: **A7142**
Function: **Culture and Recreation**

Description: This budget account provides for outdoor winter activities and recreation. An outdoor skating rink at the Mayor Butler Pavilion is flooded and maintained as weather permits to provide recreation. After receiving feedback from the community, the Parks and Recreation Department plans to maintain creative outdoor Winter activities.

2015-16 Accomplishments

- ✓ Successfully built an Outdoor Ice Rink at the Mayor Butler Pavilion.
- ✓ Assisted in organizing and implementing programs for Snowtown USA.

2016-17 Goals and Objectives

- Promote Thompson Park as one the City's Outdoor Winter Facility for recreational and leisure opportunities.
- Work with the media, schools and community groups to publicize winter opportunities provided by the Parks and Recreation Department available in the Community.
- Work with the Northern New York Community Foundation to ensure Snowtown USA continues in 2017.

City of Watertown

Fiscal Year: **2016-17**

Department: **Outdoor Winter Activities**

Account Code: **A7142**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	6,550	6,750
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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ 6,550	$ 6,750
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ 3,420	$ 3,720
420 Insurance	-	-	-	-
430 Contracted Services	35	11,778	500	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	300	300
460 Materials and Supplies	499	349	3,200	2,400
465 Equipment < $5,000	144	-	-	-
Total Operating Expenses	$ 678	$ 12,127	$ 7,420	$ 6,420
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ 694	$ 628
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	501	516
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ 1,195	$ 1,144
Department Total	$ 678	$ 12,127	$ 15,165	$ 14,314

City of Watertown

Fiscal Year: **2016-17**

Department: **Athletic Programs**

Account Code: **A7143**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	-	12,764	14,094	23,220
140 Temporary	13,269	31,874	5,200	35,000
150 Overtime	3,021	3,361	1,000	1,000
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 Allowance	-	-	-	-
Total Personal Services	$ 16,290	$ 47,999	$ 20,294	$ 59,220
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	44,500	-
Total Equipment	$ -	$ -	$ 44,500	$ -
Operating Expenses				
410 Utilities	$ 2,597	$ 2,006	$ 2,200	$ 2,450
420 Insurance	4,146	4,490	6,025	7,766
430 Contracted Services	6,722	7,351	8,650	9,350
440 Fees Non Employees	2,182	5,048	4,125	7,325
450 Miscellaneous	1,038	465	1,675	1,675
455 Vehicle Expenses	15,121	12,286	15,100	14,376
460 Materials and Supplies	24,296	33,978	31,850	29,280
465 Equipment < $5,000	200	-	2,050	6,050
Total Operating Expenses	$ 56,302	$ 65,624	$ 71,675	$ 78,272
Fringe Benefits				
810 NYS Employees' Retirement System	$ 362	$ 5,046	3,281	$ 6,884
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,246	3,615	1,553	4,532
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	2,956	3,380	6,080
Total Fringe Benefits	$ 1,608	$ 11,617	$ 8,214	$ 17,496
Department Total	$ 74,200	$ 125,240	$ 144,683	$ 154,988

City of Watertown

Fiscal Year: **2016-17**

Department: **Athletic Programs**

Account Code: **A7143**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget			
Personal Services					
A.7143.0130	Wages				
	Crew Chief (1 @ .14) *	$	6,414		
	Parks and Recreation Maintenance Worker (2 @ .14, 1 @ .24, 1 @ .10) **		16,806	$	23,220
A.7143.0140	Temporary				35,000
A.7143.0150	Overtime				1,000
	Total Personal Services			$	59,220
Operating Expenses					
A.7143.0410	Utilities				
	Electric	$	1,950		
	Water and Sewer		500	$	2,450
A.7143.0420	Insurance				
	Facility and Contents		866		
	ASA Insurance		2,400		
	Youth Baseball Insurance		4,500		7,766
A.7143.0430	Contracted Services				
	Athletic Field Work		250		
	Solid Waste Disposal		100		
	Equipment Rental		100		
	Portable Toilet Rentals		3,000		
	Golf Instruction		2,000		
	Tennis Instructions		2,000		
	Program Instructions		1,400		
	Equipment Repairs		500		9,350
A.7143.0440	Fees, Non Employee				
	Physicals and Random Testing		125		
	Officials Fees		7,200		7,325
A.7143.0450	Miscellaneous				
	NYS Turfgrass Association		400		
	Sports Turf Managers NY		300		
	ASA Membership		900		
	Mileage Reimbursements		75		1,675

* Split with A.7140 (4%), A.7141 (22%), A.7143 (14%), A.7180 (2%) and A.7265 (58%)

* * (1) Split with A.7140 (14%), A.7141 (19%), A.7143 (14%), A.7265 (53%); (1) split with A.7141 (8%), A.7143 (24%), A.7265 (68%); (1) Split with A.7140 (10%), A.7141 (16%), A.7143 (10%), A.7180 (2%), A.7265 (62%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Athletic Programs**

Account Code: **A7143**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7143.0455	Vehicle Expenses		
	Fuel	4,496	
	Tines/Aera-Vator	500	
	Repairs and Preventive Maintenance	5,000	
	Tires/Mowers Field Equipment	600	
	Insurance	3,780	14,376
A.7143.0460	Materials and Supplies		
	Field Soil/Top Dress Sand	3,000	
	Fertilizer, Grass Seed	5,000	
	Athletic Equipment (Balls, Bats, Bases, Home Plates, Pitching Slabs)	3,100	
	Marking Chalk and Paint	3,500	
	Drag Mats Replacement (2)	500	
	T-League Shirts (20 Teams)	2,350	
	Turface	2,000	
	Awards, Ribbon and Trophies	2,000	
	Sport Clay For Fields	4,000	
	Top Rail Guards	330	
	Youth Programs	3,000	
	Miscellaneous Equipment and Supplies	500	29,280
A.7143.0465	Equipment < $5,000		
	Field Marker	300	
	Field Line Painter	5,500	
	Corner Flags	250	6,050
	Total Operating Expenses		$ 78,272

Fringe Benefits

A.7143.0810	New York State Employees' Retirement System	$ 6,884
A.7143.0830	Social Security	4,532
A.7143.0850	Health Insurance	6,080
	Total Fringe Benefits	$ 17,496
	TOTAL BUDGET	$ 154,988

City of Watertown

Fiscal Year: **2016-17**

Department: **Dog Park**

Account Code: **A7170**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	500	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	3,700	-
465 Equipment < $5,000	-	-	-	-
Total Operating Expenses	$ -	$ -	$ 4,200	$ -
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ -	$ -	$ 4,200	$ -

City of Watertown
Fiscal Year: **2016-17**
Department: **Pools**
Account Code: **A7180**
Function: **Culture and Recreation**

Description: The City provides two outdoor pools during summer months (Alteri Pool at Fairgrounds which opened in 1974 and Flynn Pool at the North Side which opened in 1979). The pools open in June and close by Labor Day. In total, the pools recorded 11,074 visits from patrons (Alteri – 6271 and Flynn – 4803). 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 an attendance of 120 youth last year. The Fairgrounds pool provides the opportunity for lap swimming. City pools are maintained by Parks and Recreation Maintenance Workers who, as required under New York State Health Department guidelines, are certified pool operators.

2015-16 Accomplishments:

- ✓ Provided higher level of monitoring and testing of chemicals used in order to ensure consistent water quality as directed by NYSDOH.
- ✓ Passed NYSDOH inspections at both pool locations.
- ✓ Installed a handicap chair lift at the Alteri Pool.

2016-17 Goals and Objectives:

- Continue to provide a high level of safety and a family friendly environment for pool patrons.
- Encourage lifeguards to complete their Water Safety Instructor course that is above and beyond their job requirements.

City of Watertown

Fiscal Year: **2016-17**

Department: **Pools**

Account Code: **A7180**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	-	22,355	20,293	10,884
140 Temporary	56,529	49,673	55,300	59,530
150 Overtime	85	3,055	2,500	2,500
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 Allowance	-	-	-	-
Total Personal Services	$ 56,614	$ 75,083	$ 78,093	$ 72,914
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	22,637	-	-	-
Total Equipment	$ 22,637	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 19,156	$ 17,186	$ 20,590	$ 23,450
420 Insurance	1,890	1,500	1,575	1,654
430 Contracted Services	10,434	1,306	6,700	16,500
440 Fees Non Employees	628	390	1,125	2,700
450 Miscellaneous	1,007	360	860	1,200
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	33,929	26,631	26,950	29,750
465 Equipment < $5,000	143	1,098	8,400	2,200
Total Operating Expenses	$ 67,187	$ 48,471	$ 66,200	$ 77,454
Fringe Benefits				
810 NYS Employees' Retirement System	$ 10,024	$ 7,787	$ 10,029	$ 7,657
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,331	5,647	5,973	5,578
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	4,783	5,470	2,449
Total Fringe Benefits	$ 14,355	$ 18,217	$ 21,472	$ 15,684
Department Total	$ 160,793	$ 141,771	$ 165,765	$ 166,052

City of Watertown

Fiscal Year: **2016-17**

Department: **Pools**

Account Code: **A7180**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget		
Personal Services				
A.7180.0130	Wages			
	Crew Chief (1 @ .02) *	$ 916		
	Parks and Recreation Maintenance Worker (1 @ .28, 2 @ .02) **	9,968	$	10,884
A.7180.0140	Temporary			59,530
A.7180.0150	Overtime			2,500
	Total Personal Services		$	72,914
Operating Expenses				
A.7180.0410	Utilities			
	Fuel Oil	$ 950		
	Water and Sewer	8,450		
	Electric	11,000		
	Cell Phones	250		
	Natural Gas	2,800	$	23,450
A.7180.0420	Insurance			1,654
A.7180.0430	Contracted Services			
	Flynn Pool Boiler Evaluation	15,000		
	Building Repairs/Maintenance	800		
	Key Work	200		
	Fence Repairs/Replacement	500		16,500
A.7180.0440	Fees, Non Employee			
	First Aid and CPR	1,575		
	Employment Related Testing	1,125		2,700
A.7180.0450	Miscellaneous			
	Mileage Reimbursements	200		
	CPO Course	1,000		1,200
A.7180.0460	Materials and Supplies			
	Chemicals	15,000		
	Pool Supplies	2,000		
	Maintenance Supplies	1,400		
	Uniforms	1,500		
	First Aid Supplies	750		
	Lifeguard Equipment	1,700		

* Split with A.7140 (4%), A.7141 (22%), A.7143 (14%), A.7180 (2%) and A.7265 (58%)

* * (1) Split with A.7140 (4%), A.7141 (4%), A.7180 (28%), A.7265 (64%); (1) Split with A.7140 (10%), A.7141 (16%), A.7143 (10%), A.7180 (2%), A.7265 (62%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Pools**

Account Code: **A7180**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7180.0460	Materials and Supplies continued		
	Paint and Hardware	1,400	
	Pool Repairs	1,700	
	Electrical/Plumbing Supplies	1,000	
	Swim Lesson Supplies	1,000	
	Swim Lesson Recognition	400	
	Filtration Equipment	800	
	Pool Filter Covers	600	
	Signage	500	29,750
A.7180.0465	Equipment < $5,000		
	Rope/Floaters/Covers	600	
	Pool Pump	1,600	2,200
	Total Operating Expenses		$ 77,454
Fringe Benefits			
A.7180.0810	New York State Employees' Retirement System		$ 7,657
A.7180.0830	Social Security		5,578
A.7180.0850	Health Insurance		2,449
	Total Fringe Benefits		$ 15,684
	TOTAL BUDGET		$ 166,052

City of Watertown
Fiscal Year: **2016-17**
Department: **Arena**
Account Code: **A7265**
Function: **Culture and Recreation**

Description: In 2015-2016 the Municipal Arena underwent very extensive renovations, adding new locker rooms, bathrooms, offices, new roof, new floor, new bleachers, to name a few. Two additions were added to create a main team locker room and office space as well as a new lobby consisting of offices, conference rooms, concession stand, and skate rentals.

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. The City welcomed back the Watertown Wolves Professional Hockey team for the 2014-2015 season. Ice time is rented 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. Rock N Skate, Slip, Slide & Skate and Family Skate Night continued to be offered with positive feedback.

During the remaining six months, the Arena is used for community events. It 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 1970's.

2015-16 Accomplishments:

- ✓ Parks and Recreation had a successful season with the Watertown Wolves Professional Hockey team using the arena as their home ice in 2015.
- ✓ Oversaw the completion of the renovation of the Municipal Arena

2016-17 Goals and Objectives:

- Continue to work with all users to ensure the best possible customer service.
- Continue with the renovations of the Watertown Municipal Ice Arena.
- Ensure that the arena is filled to capacity to generate revenue.
- Provide the community with new and exciting programs and events in the arena.

City of Watertown

Fiscal Year: **2016-17**

Department: **Arena**

Account Code: **A7265**

Function: **Culture and Recreation**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ -
120 Clerical	-	-	-	-
130 Wages	151,262	90,026	112,336	118,916
140 Temporary	102,652	107,957	48,000	155,599
150 Overtime	46,627	21,567	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,964	874	-	-
175 Health Insurance Buyout	-	-	-	644
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 302,505	$ 220,424	$ 180,336	$ 295,159
Equipment				
230 Vehicles	$ -	$ 26,772	$ -	$ -
250 Other	-	-	-	16,000
Total Equipment	$ -	$ 26,772	$ -	$ 16,000
Operating Expenses				
410 Utilities	$ 56,172	$ 46,042	$ 32,000	$ 47,600
420 Insurance	4,307	6,045	6,350	6,668
430 Contracted Services	22,441	23,106	9,450	25,400
440 Fees Non Employees	1,358	745	625	1,200
450 Miscellaneous	2,585	2,246	4,250	5,250
455 Vehicle Expenses	10,704	8,864	6,875	8,525
460 Materials and Supplies	55,669	58,470	6,175	71,800
465 Equipment < $5,000	4,602	1,138	8,200	25,445
Total Operating Expenses	$ 157,838	$ 146,656	$ 73,925	$ 191,888
Fringe Benefits				
810 NYS Employees' Retirement System	$ 59,293	$ 57,302	$ 28,501	$ 35,397
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	22,232	15,839	13,797	22,580
840 Workers' Compensation	1,584	2,566	20,000	2,500
850 Health Insurance	40,958	29,638	31,037	30,071
Total Fringe Benefits	$ 124,067	$ 105,345	$ 93,335	$ 90,548
Department Total	$ 584,410	$ 499,197	$ 347,596	$ 593,595

City of Watertown

Fiscal Year: **2016-17**

Department: **Arena**

Account Code: **A7265**

Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
Personal Services			
A.7265.0130	Wages		
	Crew Chief (1 @ .58) *	$ 26,573	
	Parks and Recreation Maintenance Worker (2@.60, 1@.50, 1@.70, 1@.20)**	92,343	118,916
A.7265.0140	Temporary		
	Clerk (.5) ***	6,599	
	General Arena	114,000	
	Concession Stand	35,000	155,599
A.7265.0150	Overtime		20,000
A.7265.0175	Health Insurance Buyout		644
	Total Personal Services		$ 295,159
Equipment			
A.7265.0250	Other Equipment		
	Ventless Fryers (2)		16,000
	Total Equipment		$ 16,000
Operating Expenses			
A.7265.0410	Utilities		
	Water/Sewer	$ 14,000	
	Electric	12,000	
	Natural Gas	12,600	
	National Grid - Electric	9,000	$ 47,600
A.7265.0420	Insurance		6,668
A.7265.0430	Contracted Services		
	Outside Equipment Rentals	500	
	Facility Maintenance and Repairs	1,800	
	Pest Control	1,200	
	Zamboni Blades Sharpening	1,500	
	Public Skating Schedules	300	

* Split with A.7140 (4%), A.7141 (22%), A.7143 (14%), A.7180 (2%) and A.7265 (58%)

* * (1) Split with A.7140 (14%), A.7141 (19%), A.7143 (14%), A.7265 (53%); (1) split with A.7141 (8%), A.7143 (24%), A.7265 (68%); (1) Split with A.7140 (4%), A.7141 (4%), A.7180 (28%), A.7265 (64%); (1) Split with A.7140 (10%), A.7141 (16%), A.7143 (10%), A.7180 (2%), A.7265 (62%)

*** Split with A.7020 (50%) and A.7265 (50%)

City of Watertown
Fiscal Year: **2016-17**
Department: **Arena**
Account Code: **A7265**
Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7265.0430	Contracted Services continued		
	Maintenance/Repairs to Floor	1,200	
	Sprinkler Maintenance/Inspection	1,000	
	DJ Service for Skating Events	2,500	
	Heating Maintenance	1,500	
	PA System Maintenance	500	
	Merchant Processing Fees	1,500	
	Compressor Maintenance	1,000	
	Slip, Slide and Skate Instructor	2,600	
	Audio Subscription	200	
	First Aid/CPR	600	
	Zamboni Repairs	1,500	
	Forklift Repair	1,000	
	Refrigeration System Maintenance	5,000	25,400
A.7265.0440	Fees, Non Employee		
	Physicals for Employees		1,200
A.7265.0450	Miscellaneous		
	Safety Shoes	700	
	Mileage Reimbursement	250	
	Safety Equipment, Jackets, Gloves	2,300	
	Ice Skating Institute	350	
	NE Ice Skating Managers' Association	250	
	ASCAP and SESAC and BMI Charges	900	
	Neisma Training	500	5,250
A.7265.0455	Vehicle Expenses		
	Vehicle Repairs	4,800	
	Insurance	1,875	
	Fuel	1,850	8,525
A.7265.0460	Materials and Supplies		
	Skate Supplies	1,500	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Lamp Replacement	500	
	Ballast Replacement	750	
	Ice Paint	2,000	
	Maintenance of Small Equipment	500	
	Building/Maintenance/Janitorial	7,500	
	Dasher Board Maintenance	2,000	
	Skate Holder	600	

City of Watertown
Fiscal Year: **2016-17**
Department: **Arena**
Account Code: **A7265**
Function: **Culture and Recreation**

		FY 2016-17 Adopted Budget	
A.7265.0460	Materials and Supplies continued:		
	Emergency Lights	300	
	Hardware, Lumber, Paint	1,000	
	Electrical/Plumbing Supplies	2,000	
	First Aid Supplies	750	
	Miscellaneous Supplies	1,600	
	Propane, Oil	800	
	Zamboni Supplies	1,500	
	Stage and Concert Supplies	500	
	Concession Stand Food	43,500	
	Concession Stand Supplies	2,700	71,800
A.7265.0465	Equipment < $5,000		
	Ice Stencils	1,000	
	Computers (2)	2,000	
	Wireless Microphones	1,000	
	Broomball Equipment	1,000	
	Chair Racks	5,000	
	Rink Side Shelf	2,450	
	Hockey Goals	1,695	
	Edger	4,800	
	Security Cameras	2,500	
	Rental Skate Replacements	2,000	
	Freezers	2,000	25,445
	Total Operating Expenses		$ 191,888
Fringe Benefits			
A.7265.0810	New York State Employees' Retirement System		$ 35,397
A.7265.0830	Social Security		22,580
A.7265.0840	Workers Compensation		2,500
A.7265.0850	Health Insurance		30,071
	Total Fringe Benefits		$ 90,548
	TOTAL BUDGET		$ 593,595

A7265 – Arena

Fiscal Year 2016-17
Vehicles and Equipment

Ventless Fryers (2): $16,000

This funding supports the upgrades and renovations to the concession stand at the newly renovated municipal arena. This equipment will allow the Parks and Recreation Department to expand the menu to include French fries, chicken fingers, cheese sticks, etc. The equipment has been approved by the New York State Department of Health as well as the Codes Department.

City of Watertown
Fiscal Year: **2016-17**
Department: **Planning**
Account Code: **A8020**
Function: **Home and Community Services**

Description: The Office of Planning & Community Development was created in 1984 as a component of the City Manager's Office and is being realigned to represent its own organization beginning in FY2016-17. The department's staff is comprised of the Planning & Community Development Director, a Senior Planner and two Planners. The mission of the department is to implement programs, projects and legislation that will have a positive effect on the development of the City of Watertown as a community. The Planning staff is involved in a variety of areas that affect 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 these categories involve writing grant applications and contract administration. The office also provides staff support to the Planning Board and the Zoning Board of Appeals.

2015-16 Accomplishments:

- ✓ Provided assistance and oversight with the design and construction of 10th Mountain Division Monument at Thompson Park and administered the State and Municipal Facilities Program grant for the project.

- ✓ Provided oversight and management of the City urban forestry program which included the planting of 200 trees, implementation of the small tree pruning program, hazard tree evaluations and obtaining the Tree City USA designation

- ✓ Worked with the recently formed "Friends of Thompson Park" to develop a master plan and vision for the central part of Thompson Park.

- ✓ Reviewed applications for 2 zone changes, 7 site plans, and 1 subdivision.

2016-17 Goals and Objectives:

- Work with the NYSDEC to complete the Sewall's Island Environmental Remediation.
- Draft and promote the adoption of a Complete Streets Policy for the City.
- Develop an ADA Transition Plan to prioritize improvements within the City in order to comply with the Americans with Disabilities Act.
- Assist with ongoing downtown redevelopment efforts.
- Complete a redevelopment plan for the Ogilvie Site and for the 424 VanDuzee St. property.
- Work with Parks & Recreation Staff and the Friends of Thompson Park on the Master Plan for the park and on redevelopment projects.
- Continue oversight and management of the City's urban forestry program to include the planting of 250 trees and the completion of the City's annual Tree City USA application.
- Continue to provide staff support for the Planning Board and Zoning Board of Appeals.

City of Watertown

Fiscal Year: **2016-17**

Department: **Planning**

Account Code: **A8020**

Function: **Home and Community Services**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ -	$ -	$ -	$ 155,058
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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ 155,058
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	-	-	-	-
430 Contracted Services	17,363	1,198	70,300	70,300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	7,149	5,026	4,900	5,700
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < $5,000	-	609	2,500	2,000
Total Operating Expenses	$ 24,512	$ 6,833	$ 77,700	$ 78,000
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ 20,649
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	11,862
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	29,313
Total Fringe Benefits	$ -	$ -	$ -	$ 61,824
Department Total	$ 24,512	$ 6,833	$ 77,700	$ 294,882

City of Watertown

Fiscal Year: **2016-17**

Department: **Planning**

Account Code: **A8020**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget	
Personal Services			
A.8020.0110	Salaries		
	Planning and Community Development Director (1 @ .75) *	$ 52,355	
	Senior Planner (1 @ .70) **	40,611	
	Planner (2 @ .70) ***	62,092	$ 155,058
	Total Personal Services		$ 155,058
Operating Expenses			
A.8020.0430	Contracted Services		
	Sewall's Island NYWII ERP Grant Match	$ 70,000	
	Legal Ads	300	70,300
A.8020.0450	Miscellaneous		
	Subscriptions/Memberships	2,800	
	AutoCAD Software License	800	
	Travel and Training	2,100	5,700
A.8020.0465	Equipment < $5,000		
	Computer	1,000	
	Desk	1,000	2,000
			78,000
Fringe Benefits			
A.8020.0810	New York State Employees' Retirement System		$ 20,649
A.8020.0830	Social Security		11,862
A.8020.0840	Workers' Compensation		-
A.8020.0850	Health Insurance		29,313
	Total Fringe Benefits		$ 61,824
	TOTAL BUDGET		$ 294,882

* Split with A.8020 (75%) and CD.8668 (25%)

** (1) Split with A.8020 (70%) and CD.8668 (30%)

*** (2) Split with A.8020 (70%) and CD.8668 (30%)

City of Watertown
Fiscal Year: **2016-17**
Department: **Storm Sewers**
Account Code: **A8140**
Function: **Home and Community Services**

Description: This account, associated with the Department 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.

2015-16 Accomplishments:

- ✓ Installed twenty seven drainage structures throughout the City to replace deficient units.
- ✓ Completed drainage improvements associated with street overlay work on Mill Street, Starbuck Avenue, Gill Street. and Columbia Street.
- ✓ Completed the yearly shared service commitment of cleaning 241 drainage structures for NYS DOT.

2016-17 Goals and Objectives:

- Continue with routine storm sewer catch basin cleaning operations with emphasis on the west side neighborhoods.
- Conduct ditching operations to remove accumulated sediment in the storm sewer easement adjacent to Loomus Drive.
- Perform right-of-way maintenance clearing along the Haney Street rock hole storm sewer outlet.
- Develop standard operating procedures for documentation of maintenance operations associated with storm water collection, conveyance and discharge assets utilizing the field deployed version of Cartegraph Asset Management Program

City of Watertown

Fiscal Year: **2016-17**

Department: **Storm Sewers**

Account Code: **A8140**

Function: **Home and Community Services**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 32,194	$ 32,215	$ 31,248	$ 32,749
120 Clerical	-	-	-	-
130 Wages	123,520	136,562	143,488	150,642
140 Temporary	10,528	211	6,000	-
150 Overtime	1,336	889	4,000	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	(629)	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 166,949	$ 169,877	$ 184,736	$ 185,891
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 361	$ 150	$ 968	$ 640
420 Insurance	1,417	1,377	1,450	1,523
430 Contracted Services	1,871	6,251	10,004	16,613
440 Fees Non Employees	692	596	500	840
450 Miscellaneous	924	1,458	2,775	6,275
455 Vehicle Expenses	19,826	28,788	27,050	23,803
460 Materials and Supplies	28,585	40,520	35,750	36,300
465 Equipment < $5,000	-	5,432	7,750	7,650
Total Operating Expenses	$ 53,676	$ 84,572	$ 86,247	$ 93,644
Fringe Benefits				
810 NYS Employees' Retirement System	$ 28,890	$ 29,637	$ 31,149	$ 27,796
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,329	12,430	14,132	14,220
840 Workers' Compensation	29,294	32,228	3,000	3,000
850 Health Insurance	29,292	42,091	50,216	51,613
Total Fringe Benefits	$ 99,805	$ 116,386	$ 98,497	$ 96,629
Department Total	$ 320,430	$ 370,835	$ 369,480	$ 376,164

City of Watertown

Fiscal Year: **2016-17**

Department: **Storm Sewers**

Account Code: **A8140**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget	
Personal Services			
A.8140.0110	Salaries		
	Street/Sewer Maintenance Supervisor (.50) *		$ 32,749
A.8140.0130	Wages		
	Crew Chief (1 @ .67) **	$ 31,634	
	Heavy Equipment Operator (1 @ .67) **	31,634	
	Motor Equipment Operator (2 @ .67) **	47,121	
	Municipal Worker I (2 @ .67) **	40,253	150,642
A.8140.0150	Overtime		2,500
	Total Personal Services		$ 185,891
Operating Expenses			
A.8140.0410	Utilities		
	Tablet Aircards	$ 560	
	Cellular Phone	80	$ 640
A.8140.0420	Insurance		1,523
A.8140.0430	Contracted Services		
	GPS Tracking (3)	713	
	Material Disposal	4,000	
	Recertify Safety Equipment	500	
	Camera Software Maintenance	900	
	Camera Equipment Repair	1,500	
	Long Arm Excavator Dump Rental	6,000	
	Small Equipment Repairs	3,000	16,613
A.8140.0440	Fees, Non Employees		
	Employee Testing	600	
	Employee Vaccinations	240	840
A.8140.0450	Miscellaneous		
	Safety Apparel	500	
	Safety Shoes	1,000	
	Public Safety Emp Training/PESH	1,200	
	Jefferson County Stormwater Coalition	3,500	
	NASSCO Membership	75	6,275

* Split with A.8140 (50%) and G.8120 (50%)

* * Split with A.8140 (67%) and A.5142 (33%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Storm Sewers**

Account Code: **A8140**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget	
A.8140.0455	Vehicle Expenses		
	Maintenance and Repairs	8,500	
	Tires for Sewer Vac (1-71)	2,000	
	Preventive Maintenance	1,500	
	Gas and Diesel Fuel	5,555	
	Insurance	6,248	23,803
A.8140.0460	Materials and Supplies		
	Manholes and Catch Basins	7,000	
	Asphalt Patching Material	2,500	
	Pipes and Fittings	7,000	
	Castings and Grates	7,500	
	Crusher Run and Stone Products	7,000	
	Sewer Camera Supplies	1,500	
	Sewer Vac Hose, 500LF	800	
	Work Zone Safety Devices	1,000	
	Small Hand Tools, Related Supplies	2,000	36,300
A.8140.0465	Equipment < $5,000		
	PVC Pipe Beveling System	2,300	
	Replacement Modular Shoring Components	4,000	
	Pavement Breaker Replacement	900	
	GPS Trackers (2)	450	7,650
	Total Operating Expenses		$ 93,644

Fringe Benefits		
A.8140.0810	New York State Employees' Retirement System	$ 27,796
A.8140.0830	Social Security	14,220
A.8140.0840	Workers Compensation	3,000
A.8140.0850	Health Insurance	51,613
	Total Fringe Benefits	$ 96,629
	TOTAL BUDGET	$ 376,164

City of Watertown
Fiscal Year: **2016-17**
Department: **Refuse and Recycling**
Account Code: **A8160**
Function: **Home and Community Services**

Description: There are a total of 9 employees in this division associated with the Department of Public Works. They are responsible for the scheduled weekly curbside collection of refuse from the City's 8,000 residential units as well as bi-weekly collection of recyclables and yard waste. Also included in this account is the maintenance and environmental monitoring of the City's 78 acre landfill that was closed in 1993.

In 2015, City crews collected 3,151 tons of residential refuse and 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. Jefferson County Solid Waste has agreed to accept the City's compost at their facility at no charge. The residential bulk item drop off program, held in response to the community's request for an economical alternative for bulk item disposal, was reduced to one event. It is now held annually in October. A total of 14.22 tons was dropped off. The City also collected scrap metal/white goods along with batteries and used tires. The division participated in thirty three Codes ordered private property cleanups removing a total of 25.5 tons of rubbish and debris from these premises. The City's "on-demand" collection service during July and August responded to165 requests and disposed of 11.2 tons of material.

2015-16 Accomplishments:

- ✓ The City continues to engage Jefferson County Solid Waste and the Development Authority of the North Country on our desire to covert to single stream recycling.
- ✓ We have reviewed and evaluated our present refuse/recycling fleet and have determined that the impact of switching to a single stream collection of recyclables will not involve significant changes to the equipment or collection protocol.
- ✓ Performed a cost benefit analysis associated with the expansion of our waste collection services to include dumpster service at multi unit housing by retro-fitting existing equipment. Given the cost and uncertainly of the demand it was recommended that we delay further consideration until such time as the local housing market stabilizes.

2016-17 Goals and Objectives:

- Develop contract specifications for the inspection and cleaning of the sanitary sewer lines and structures at the City's former landfill site on Water St.
- Partner with Fort Drum's bio-mass facility contractor to schedule the chipping and removal of our residential brush stockpile.
- Develop specifications for replacement equipment.

City of Watertown

Fiscal Year: **2016-17**

Department: **Refuse and Recycling**

Account Code: **A8160**

Function: **Home and Community Services**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 22,121	$ 22,125	$ 7,180	$ 7,525
120 Clerical	-	58	-	-
130 Wages	248,773	230,927	307,155	311,311
140 Temporary	5,852	2,349	20,000	12,000
150 Overtime	18,126	15,434	18,000	18,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	-	2,800	1,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 297,672	$ 270,893	$ 355,135	$ 350,336
Equipment				
230 Vehicles	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 1,250	$ 1,182	$ 1,175	$ 276
420 Insurance	-	-	-	-
430 Contracted Services	238,776	225,818	243,500	246,705
440 Fees Non Employees	11,343	12,215	13,900	14,100
450 Miscellaneous	3,462	4,235	6,400	6,800
455 Vehicle Expenses	94,460	91,751	113,950	84,283
460 Materials and Supplies	7,321	10,641	19,250	19,250
465 Equipment < $5,000	-	-	5,650	6,300
Total Operating Expenses	$ 356,612	$ 345,842	$ 403,825	$ 377,714
Fringe Benefits				
810 NYS Employees' Retirement System	$ 56,446	$ 42,084	$ 58,518	$ 42,219
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	21,716	19,795	27,167	26,802
840 Workers' Compensation	17,875	19,999	50,000	75,000
850 Health Insurance	77,824	77,889	97,336	90,665
Total Fringe Benefits	$ 173,861	$ 159,767	$ 233,021	$ 234,686
Department Total	$ 828,145	$ 776,502	$ 991,981	$ 962,736

City of Watertown

Fiscal Year: **2016-17**

Department: **Refuse and Recycling**

Account Code: **A8160**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget		
Personal Services				
A.8160.0110	Salaries			
	Asst. Superintendent of Public Works (1 @ .10) *		$	7,525
A.8160.0130	Wages			
	Crew Chief	47,215		
	Refuse Motor Equipment Operator (7 @ 1.0, 1 @ .67) **	264,096		311,311
A.8160.0140	Temporary			12,000
A.8160.0150	Overtime			18,000
A.8160.0175	Health Insurance Buyout			1,500
	Total Personal Services		$	350,336
Operating Expenses				
A.8160.0410	Utilities			
	Water/Sewer		$	276
A.8160.0430	Contracted Services			
	Route Optimization License/Renewal	5,600		
	GPS Tracking (7)	2,495		
	Tipping Fees (Regular)	217,000		
	Fees (One Drop Off Event)	8,000		
	Education/Public Awareness/Ads	4,600		
	Employee Uniform Rental	1,800		
	Overhead Door Preventative Maintenance	200		
	Annual Fire Alarm Monitoring	360		
	Pressure Washer Repair	900		
	Mowing of Closed Landfill	5,750		246,705
A.8160.0440	Fees Non Employee			
	Employment Related Testing	1,100		
	Landfill Monitoring Fees	13,000		14,100
A.8160.0450	Miscellaneous			
	Safety Shoes and Equipment	2,400		
	Bulk Postage for Tote Bills	2,400		
	Safety Training/PESH	1,800		
	Permits and Miscellaneous	200		6,800

* Split with A.1490 (10%), A.1640 (80%) and A.8160 (10%)

** Split with A.5142 (33%) and A.8160 (67%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Refuse and Recycling**

Account Code: **A8160**

Function: **Home and Community Services**

		FY 2016-17 Adopted Budget	
A.8160.0455	Vehicle Expenses		
	Vehicle Maintenance and Repairs	35,000	
	Preventive Maintenance	3,000	
	Gas and Diesel Fuels	26,700	
	Insurance	19,583	84,283
A.8160.0460	Materials and Supplies		
	Refuse Bag Stickers and Forms	7,000	
	Totes	8,750	
	Landfill Drainage/Ground Materials	2,500	
	Miscellaneous Supplies	1,000	19,250
A.8160.0465	Equipment < $5,000		
	Folder/Sealer Machine	1,500	
	Hot Water Pressure Washer	4,800	6,300
	Total Operating Expenses		$ 377,714

Fringe Benefits

A.8160.0810	New York State Employees' Retirement System	$ 42,219
A.8160.0830	Social Security	26,802
A.8160.0840	Workers Compensation	75,000
A.8160.0850	Health Insurance	90,665
	Total Fringe Benefits	$ 234,686
	TOTAL BUDGET	$ 962,736

City of Watertown

Fiscal Year: **2016-17**

Department: **General**

Account Code: **A9040, A9050, A9060, A9065, A9070, A9089, A9501, A9512, A9950, A9960**

Function: **General Government Support**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
A9040 Workers' Compensation	$ 52,950	$ 70,394	$ 59,000	$ 90,000
A9050 Unemployment Claims	17,714	1,771	7,500	15,000
A9060 Health Insurance - Retirees	3,335,795	3,399,764	3,606,340	3,690,073
A9065 Medicare Part B - Retirees	325,715	339,142	358,116	369,450
A9070 Compensated Absences	(77,980)	(16,721)	15,000	-
A9089 Other Employee Benefits	7,355	4,907	4,750	5,000
A9501 General Liability Reserve	75,000	75,000	75,000	75,000
A9512 Transfer to Library Fund	1,209,204	1,298,665	1,204,698	1,148,599
A9950 Transfer to Capital Fund	1,312,295	436,491	758,125	916,500
A9960 Black River Trust Reserve	10,000	10,000	10,000	-
	$ 6,268,048	$ 5,619,413	$ 6,098,529	$ 6,309,622

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 Fund - Operating support of the Flower Memorial Library.

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

A9960 - Black River Trust Reserve - Represents the City's annual commitment to the Black River Reserve Trust.

City of Watertown
Fiscal Year: **2016-17**
Department: **Debt Service**
Account Code: **A9710**
Function: **Debt Service**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Serial Bonds				
A9710.6 Principal	$ 2,082,288	$ 2,099,611	$ 2,334,843	$ 2,247,872
A9710.7 Interest	561,916	489,167	751,505	714,272
Total Budget	$ 2,644,204	$ 2,588,778	$ 3,086,348	$ 2,962,144

These accounts represent the annual principal reduction and interest payments on General Fund debt.

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE AT END OF FISCAL YEAR
12/1/83 (9.60%)	12/1/2017	$ 20,000	$ 1,920	$ 21,920	$ 10,000
2/15/2008 (3.25 - 4.00%)	2/15/2023	223,000	39,859	262,859	855,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	193,500	15,382	208,882	384,000
6/15/2010 (3.125 - 4.00%)	12/15/2024	90,000	19,711	109,711	527,000
4/15/2011 A (2.00 - 4.00%)	11/15/2025	130,000	55,050	185,050	1,425,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	47,341	2,280	49,621	26,043
4/15/2011 C (2.00 - 6.00%)	11/15/2022	290,000	119,390	409,390	2,090,000
6/28/2011 (2.00 - 3.00%)	6/15/2021	140,500	21,075	161,575	562,000
6/12/2013 (3.00 - 3.50%)	10/15/2027	61,800	19,240	81,040	589,800
4/10/2014 A (1.50 - 2.75%)	4/1/2024	117,000	12,694	129,694	525,000
6/18/2014 (1.00 - 2.625%)	11/15/2023	495,731	33,089	528,820	1,280,486
6/25/2015 A (3.00 - 3.50%)	6/15/2040	265,000	326,088	591,088	9,470,000
6/25/2015 B (2.00 - 3.125%)	6/15/2030	79,000	15,494	94,494	552,000
Spring 2016 Serial Bond		95,000	33,000	128,000	1,134,000
TOTAL		$ 2,247,872	$ 714,272	$ 2,962,144	$ 19,430,329

WATER FUND

City of Watertown
Fiscal Year 2016-17 Budget
Water Fund Summary

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Water Rents	$ 3,328,569	$ 3,322,459	$ 3,320,000	$ 3,261,000
Unmetered Water Sales	8,713	6,472	10,000	10,000
Outside User Fees	1,407,196	1,485,689	1,440,000	1,737,000
Water Service Charges	78,093	62,305	75,000	75,000
Interest and Penalties on Water Rents	57,203	64,318	60,000	65,000
Interest Earnings	792	1,244	1,000	1,500
Sale of Scrap	7,288	8,548	8,000	8,000
Sale of Equipment	8,225	-	-	-
Insurance Recoveries	903	2,822	-	1,000
Refund of Prior Year Expenses	3,450	1,750	-	1,000
Premium on Obligations	21,822	5,426	-	-
Unclassified Revenues	334	1,708	1,000	1,000
Payment Processing Fees	2,636	3,487	2,500	4,000
Metered Water Sales - Other Funds	131,517	115,750	154,000	167,000
Interfund Transfer	-	15,681	1,000	1,000
Sub-Total	$ 5,056,741	$ 5,097,659	$ 5,072,500	$ 5,332,500
Appropriated Debt Reserve	-	-	-	-
Appropriated Coagulation Reserve	137,126	-	-	-
Appropriated Fund Balance	-	84,806	174,290	-
Total Revenues	$ 5,193,867	$ 5,182,465	$ 5,246,790	$ 5,332,500
Expenditures				
Administration	$ 265,308	$ 256,081	$ 260,627	$ 247,719
Source, Supply, Power and Pumping	535,276	584,291	621,775	670,731
Purification	1,779,935	1,694,653	1,936,496	1,921,985
Transmission and Distribution	1,191,752	1,376,576	1,276,104	1,324,010
General	793,467	662,268	299,234	308,007
Debt Service	599,028	608,596	852,554	860,048
Total Expenditures	$ 5,164,766	$ 5,182,465	$ 5,246,790	$ 5,332,500
Fund Balance				
Beginning reserve and fund balances	$ 1,271,823	$ 1,163,798		
- Prior period adj. for net pension liability	-	(248,172)		
+ Revenues	5,056,741	5,097,659		
- Expenses	(5,164,766)	(5,182,465)		
Ending reserve and fund balances	$ 1,163,798	$ 830,820		
Fund balance reserved for encumbrances	(97,868)	(94,038)		
Fund balance appropriated to subsequent fiscal year	-	(174,290)		
Unreserved un-appropriated fund balance	$ 1,065,930	$ 562,492		

City of Watertown
Fiscal Year 2016-17 Budget
Water Fund Revenue Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
F2140 Water Rents	$ 3,328,569	$ 3,322,459	$ 3,320,000	$ 3,261,000
F2142 Unmetered Water Sales	8,713	6,472	10,000	10,000
F2143 Outside User Fees	1,407,196	1,485,689	1,440,000	1,737,000
F2144 Water Service Charges	78,093	62,305	75,000	75,000
F2148 Interest and Penalties on Water Rents	57,203	64,318	60,000	65,000
F2401 Interest Earnings	792	1,244	1,000	1,500
F2650 Sale of Scrap	7,288	8,548	8,000	8,000
F2665 Sale of Equipment	8,225	-	-	-
F2680 Insurance Recoveries	903	2,822	-	1,000
F2701 Refund of Prior Year Expenses	3,450	1,750	-	1,000
F2710 Premium on Obligations	21,822	5,426	-	-
F2770 Unclassified Revenues	334	1,708	1,000	1,000
F2773 Payment Processing Fees	2,636	3,487	2,500	4,000
F2830 Metered Water Sales - Other Funds	131,517	115,750	154,000	167,000
F5031 Interfund Transfers	-	15,681	1,000	1,000
Sub-Total	5,056,741	5,097,659	5,072,500	5,332,500
Appropriated Debt Reserve	-	-	-	-
Appropriated Coagulation Reserve	137,126	-	-	-
Appropriated Fund Balance	-	84,806	174,290	-
Total Revenues	$ 5,193,867	$ 5,182,465	$ 5,246,790	$ 5,332,500

City of Watertown

Fiscal Year:	**2016-17**
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 and Penalties on Water Rents - Charges of 10% penalties for late water payments.

F2401 - Interest 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 Year Expenses – Refunds for expenditures that were paid for in a prior year.

F2710 - Premiums on Obligations - Premiums received on the issuance of debt.

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

F2773 – Payment Processing Fees - Fees charged in connection with accepting on-line payments.

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

F5301 – Interfund Transfers – Transfers from other funds.

City of Watertown
Fiscal Year: **2016-17**
Department: **Administration**
Account Code: **F8310**
Function: **Administration**

Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,960 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 Wastewater Treatment Plant . Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and one Meter Reader. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the 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 Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydroelectric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2015-16 Accomplishments:

- ✓ Completed the task of the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydroelectric Plant with Water Department Administration. Completed the initial writing of a Departmental Standard Operating Procedure and Departmental Safety Procedures and Protocols.

- ✓ Progressed with the upgrade of water meters in the City's system to radio read units. Integrated the SCADA software to "read" the water demands and present data in real time desplays.

- ✓ Initiated the restructuring of the Administrative Staff with the focus of reducing overtime and weaning the Administrative Section dependence upon temporary staffing.

- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

2016-17 Goals and Objectives:

- Continue to implement Cartêgraph into the daily work flow process.

- Continue the conversion of water meters to radio read capability, incorporating them within the data management system.

- Continue to expand electronic dissemination of information in all sections of the Water Department with focus on mobile data access and communication.

City of Watertown

Fiscal Year: **2016-17**

Department: **Administration**

Account Code: **F8310**

Function: **Administration**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 42,400	$ 42,408	$ 42,238	$ 44,267
120 Clerical	38,997	43,820	45,562	46,722
130 Wages	48,988	44,027	37,871	39,727
140 Temporary	5,414	4,734	5,100	5,100
150 Overtime	10,350	15,340	5,000	1,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	188	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 147,549	$ 150,517	$ 135,771	$ 137,316
Equipment				
230 Motor Vehicle	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 395	$ 727	$ 600	$ 600
420 Insurance	309	-	-	-
430 Contracted Services	17,148	15,103	35,630	21,305
440 Fees Non Employees	13,827	3,080	2,700	3,375
450 Miscellaneous	12,687	15,022	14,900	14,400
455 Vehicle Expenses	2,270	1,065	2,450	2,971
460 Materials and Supplies	3,662	2,527	3,225	3,225
465 Equipment < $5,000	1,300	2,808	500	2,000
Total Operating Expenses	$ 51,598	$ 40,332	$ 60,005	$ 47,876
Fringe Benefits				
810 NYS Employees' Retirement System	$ 28,140	$ 25,002	$ 23,940	$ 20,581
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,887	11,081	10,386	10,504
840 Workers' Compensation	-	-	-	-
850 Health Insurance	27,134	29,149	30,525	31,442
Total Fringe Benefits	$ 66,161	$ 65,232	$ 64,851	$ 62,527
Department Total	$ 265,308	$ 256,081	$ 260,627	$ 247,719

City of Watertown

Fiscal Year: **2016-17**
Department: **Administration**
Account Code: **F8310**
Function: **Administration**

		FY 2016-17 Adopted Budget	
Personal Services			
F.8310.0110	Salaries		
	Superintendent of Water (.50) *		$ 44,267
F.8310.0120	Clerical		
	Principal Account Clerk (.50) **	$ 25,795	
	Senior Account Clerk Typist (.50) **	20,927	46,722
F.8310.0130	Wages		
	Water Meter Reader (.50) **	18,986	
	SCADA Technician (.40) ***	20,741	39,727
F.8310.0140	Temporary **		5,100
F.8310.0150	Overtime **		1,500
	Total Personal Services		$ 137,316
Operating Expenses			
F.8310.0410	Utilities		
	Cell Phones		$ 600
F.8310.0430	Contracted Services		
	Office Rental	$ 7,800	
	Software Support Fees	3,100	
	Merchant Fees	5,000	
	Debt Disclosure Filing Fees	275	
	Equipment Repairs	300	
	Meter Reading Equipment Repairs	500	
	Consumer Confidence Report	2,700	
	Federally Mandated Training and Employee Assistance Program	730	
	Equipment Maintenance Contracts	900	21,305
F.8310.0440	Fees, Non Employees		
	Actuarial Services	750	
	Audit Services	2,625	3,375
F.8310.0450	Miscellaneous		
	Membership AWWA	1,800	
	Travel and Training	500	
	Postage For Annual Report	11,000	
	Postage For Annual Report	100	
	Window Blinds	500	
	Text/Reference Materials	500	14,400

* Split with F.8310 (50%), 40% with G.8110 (40%) and A.5184 (10%)

** Split with F.8310 (50%) and G.8110 (50%)

*** Split with F.8310 (40%), G.8110 (40%) and A.5184 (20%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Administration**

Account Code: **F8310**

Function: **Administration**

		FY 2016-17 Adopted Budget	
F.8310.0455	Vehicle Expenses		
	Fuel	1,400	
	Maintenance and Repairs	600	
	Insurance	971	2,971
F.8310.0460	Materials and Supplies		
	Printed Forms, Bills	2,500	
	Office Supplies	725	3,225
F.8310.0465	Equipment < $5,000		
	Computer	500	
	Folder/Sealer Machine	1,500	2,000
	Total Operating Expenses		$ 47,876
Fringe Benefits			
F.8310.0810	New York State Employees' Retirement System		$ 20,581
F.8310.0830	Social Security		10,504
F.8310.0850	Health Insurance		31,442
	Total Fringe Benefits		$ 62,527
	TOTAL BUDGET		$ 247,719

City of Watertown
Fiscal Year: **2016-17**
Department: **Source of Supply, Power and Pumping**
Account Code: **F8320**
Function: **Water Operations**

Description: 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.

Pre-treatment 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 Pump 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.

2015-16 Accomplishments:

- ✓ Designed and conducted the initial year of a pilot study for the improved organic removal with the use of a pH control facility
- ✓ Conducted the annual dredging of the coagulation basin.
- ✓ Installed the fourth of four low lift pumps being systematically replaced, completing the replacement program.
- ✓ Programmable Logic Controller (PLC) standardization and implementation.
- ✓ Designed and implemented the first year of a sampling program to monitor, sample and analyze the raw Black River water upstream of the coagulation basin dosing station intake for non-point source pollutants.

2016-17 Goals and Objectives:

- Conduct the second year of a pH control pilot study at the coagulation basin.
- Install the Security Cameras and fiber network at the coagulation basin facilities.
- Conduct the annual dredging of the coagulation basin.
- Continue to monitor, sample and analyze the raw Black River water upstream of the coagulation basin dosing station intake for non-point source pollutants (second year of program).

City of Watertown

Fiscal Year: 2016-17

Department: Source of Supply, Power and Pumping

Account Code: F8320

Function: Water Operations

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal 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 Allowance	-	-	-	-
Total Personal Services	$ -	$ -	$ -	$ -
Equipment				
230 Motor Vehicle	$ -	$ -	$ -	$ -
250 Other	19,844	19,332	-	-
Total Equipment	$ 19,844	$ 19,332	$ -	$ -
Operating Expenses				
410 Utilities	$ 502,059	$ 536,697	$ 550,800	$ 590,500
420 Insurance	3,825	4,400	4,625	4,856
430 Contracted Services	1,750	9,591	26,050	31,375
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	500	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,866	8,783	20,100	28,000
465 Equipment < $5,000	3,432	5,488	20,200	16,000
Total Operating Expenses	$ 515,432	$ 564,959	$ 621,775	$ 670,731
Fringe Benefits				
810 NYS Employees' Retirement System	$ -	$ -	$ -	$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	$ -	$ -	$ -	$ -
Department Total	$ 535,276	$ 584,291	$ 621,775	$ 670,731

City of Watertown

Fiscal Year: **2016-17**

Department: **Source of Supply, Power and Pumping**

Account Code: **F8320**

Function: **Water Operations**

		FY 2016-17 Adopted Budget	
Operating Expenses			
F.8320.0410	Utilities		
	Electric	$ 583,000	
	Natural Gas	6,500	
	Water and Sewer (Town of Pamelia)	1,000	$ 590,500
F.8320.0420	Insurance		4,856
F.8320.0430	Contracted Services		
	Maintenance Contracts Generators	2,000	
	Pump Repairs	5,000	
	Switch Gear Maintenance	12,800	
	Electric Repairs and Service	2,000	
	Boiler Repairs, Maintenance and Service	2,000	
	Miscellaneous Repairs and Services	4,500	
	Propane Tank Rental	400	
	Portable Toilet Rental	675	
	Miscellaneous	1,000	
	Crane Inspection	1,000	31,375
F.8320.0460	Materials and Supplies		
	Grease and Oil	500	
	Fuel Oil, Generator	2,000	
	Diesel for Dredge	3,000	
	Dredge Repair and Equipment	2,500	
	Propane, Small Generator	1,000	
	Mechanical Repair Parts	3,000	
	Chemical Containment at Dosing Station	4,000	
	Tote Lift	5,000	
	pH Pilot Season Expendables	2,000	
	Miscellaneous Hardware	5,000	28,000
F.8320.0465	Equipment < $5,000		
	Switch Gear Batteries	4,000	
	Mechanical Equipment and Repair Parts	5,000	
	Electronic Equipment and Repair Parts	5,000	
	Touch Screen Controllers (4)	2,000	16,000
	Total Operating Expenses		$ 670,731
	TOTAL BUDGET		$ 670,731

City of Watertown
Fiscal Year: **2016-17**
Department: **Purification**
Account Code: **F8330**
Function: **Water Operations**

Description: The City's 15 MGD Water Plant purified and delivered more than 1.70 billion gallons of high quality potable water last year. An average of 4.67 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, Pamelia, Leray, Champion, and personnel at Fort Drum in 2015. The plant is staffed with a Chief Operator, six WTP Operators, two Operator Trainees, a Lab Technician, and Maintenance Supervisor and a three member team. This is a 24-hour a day operation, requiring at least one Operator on duty at all times. All but three staff members are certified and licensed by NYS Department 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. Our goal 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 the plant processes.

2015-16 Accomplishments:

- ✓ Prepared and submitted the Second Interim Report for the Stage 2 Disinfection Byproducts monitoring of the progress of the implementation and received NYSDOH approval .
- ✓ Hired two Operator Trainees and initiated their orientation and facility training; two operator trainees hired the previous fiscal year received their Grade IIA NYS Department of Health Operator Licenses; one Operator obtained a NYS Pesticide Technician License.
- ✓ Replaced the 2002 Ford F-350 with a 2016 F-350; acquired 2 new HACH 1720E Turbidimeters; standardized the facility's program logic controllers (PLCs).
- ✓ Installed cameras and fiber as a continuing commitment to facility security.

2016-17 Goals and Objectives:

- Replace the 2001 Ford Ranger pick-up Truck.
- Complete the training and licensing at grade level IIA for the two Operator Trainees
- Upgrade data recorders to digital storage units.
- Upgrade the chlorine tank scales.
- Prepare and submit the Third Interim Report for the Stage 2 Disinfection Byproducts monitoring and implementation of its program.

City of Watertown

Fiscal Year: **2016-17**

Department: **Purification**

Account Code: **F8330**

Function: **Water Operations**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 60,687	$ 25,598	$ 56,107	$ 60,290
120 Clerical	-	-	-	-
130 Wages	538,665	524,463	520,586	570,582
140 Temporary	-	-	-	4,000
150 Overtime	27,242	24,624	26,000	24,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,400	5,791	2,800	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 634,994	$ 580,476	$ 605,493	$ 667,272
Equipment				
230 Motor Vehicle	$ 28,445	$ -	$ 45,000	$ 30,000
250 Other	-	5,930	-	10,000
Total Equipment	$ 28,445	$ 5,930	$ 45,000	$ 40,000
Operating Expenses				
410 Utilities	$ 351,703	$ 357,212	$ 367,540	$ 377,200
420 Insurance	9,809	10,574	11,100	11,655
430 Contracted Services	59,920	63,983	52,000	66,650
440 Fees Non Employees	1,210	592	1,900	1,000
450 Miscellaneous	18,887	10,732	18,200	19,300
455 Vehicle Expenses	13,305	8,534	9,250	10,913
460 Materials and Supplies	360,797	378,929	489,200	389,000
465 Equipment < $5,000	16,816	22,625	48,550	59,350
Total Operating Expenses	$ 832,447	$ 853,181	$ 997,740	$ 935,068
Fringe Benefits				
810 NYS Employees' Retirement System	$ 118,951	$ 91,594	$ 107,008	$ 95,602
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	46,902	42,791	46,321	51,047
840 Workers' Compensation	-	-	-	1,000
850 Health Insurance	118,196	120,681	134,934	131,996
Total Fringe Benefits	$ 284,049	$ 255,066	$ 288,263	$ 279,645
Department Total	$ 1,779,935	$ 1,694,653	$ 1,936,496	$ 1,921,985

City of Watertown

Fiscal Year: **2016-17**

Department: **Purification**

Account Code: **F8330**

Function: **Water Operations**

		FY 2016-17 Adopted Budget	
Personal Services			
F.8330.0110	Salaries		
	Chief Water Treatment Plant Operator		$ 60,290
F.8330.0130	Wages		
	Water Treatment Plant Maint. Supervisor	$ 52,432	
	Laboratory Technician	55,014	
	Water Treatment Plant Maint. Mechanic (2)	48,998	
	Building Maintenance Worker	36,765	
	Water Treatment Plant Operator (6)	304,424	
	Water Treatment Plant Operator Trainee (2)	72,949	570,582
F.8330.0140	Temporary (Internship)		4,000
F.8330.0150	Overtime		24,000
F.8330.0175	Health Insurance Buyout		8,400
	Total Personal Services		$ 667,272
Equipment			
F.8330.0230	Vehicles		
	Pickup Truck (2-27)		$ 30,000
F.8330.0250	Other Equipment		
	Chlorine Scale Replacement		10,000
			$ 40,000
Operating Expenses			
F.8330.0410	Utilities		
	Sewer Charges	$ 363,000	
	Natural Gas	11,500	
	Telephone	2,700	$ 377,200
F.8330.0420	Insurance		11,655
F.8330.0430	Contracted Services		
	AC Boiler Repair and Maintenance	2,000	
	Electric Repair and Maintenance	2,000	
	Equipment Repairs	5,000	
	Advertising	300	
	Chemical Testing (Stage 2, Disinfection Byproducts)	36,500	
	Stage 2 Surface Water Rule Sampling Analysis	7,850	
	Hazardous Material Disposal	2,000	
	Equipment Rental	1,000	
	RPZ Inspection	1,500	

City of Watertown

Fiscal Year: **2016-17**

Department: **Purification**

Account Code: **F8330**

Function: **Water Operations**

		FY 2016-17 Adopted Budget	
F.8330.0430	Contracted Services continued:		
	Cartegraph Software Maintenance	5,500	
	AGL - Facility Pk - Cartegraph Maintenance	1,500	
	Inspection of Fire/Intrusion Alarms	1,500	66,650
F.8330.0440	Fees, Non Employee		
	Hazardous Material License	400	
	Lab Accreditation Fee	600	1,000
F.8330.0450	Miscellaneous		
	Operation Credit Courses	4,000	
	Pesticide Training	3,000	
	Travel (Seminars, etc.)	2,000	
	Reference Materials and Texts	1,000	
	Safety Training and Equipment	2,000	
	Boots, Helmets, Goggles	2,500	
	Occupational Tests	2,800	
	Miscellaneous	2,000	19,300
F.8330.0455	Vehicle Expenses		
	Maintenance and Repairs	1,500	
	Fuel	6,000	
	Insurance	3,413	10,913
F.8330.0460	Materials and Supplies		
	Process Chemicals	360,000	
	Materials and Supplies	29,000	389,000
F.8330.0465	Equipment < $5,000		
	Computers (2)	2,000	
	Repair Parts: Mechanical, Electrical	5,000	
	Electrical Parts and Repair	5,000	
	Operator's Desk	2,800	
	Digital Scanner	1,050	
	Raw Water Sampling Equipment	2,000	
	Chart Recorder Replacement	3,800	
	Chemical Dose Pump	5,000	
	Flat Screen Displays and Mounts (2)	1,200	
	Replacement Floor Tiles for Operations Stations	2,000	
	Chlorine Equipment Maintenance	4,000	
	Process Controllers	3,000	
	Programmable Logic Controllers	14,000	
	Laboratory Spectometer	8,500	59,350
	Total Operating Expenses		$ 935,068

City of Watertown

Fiscal Year: **2016-17**

Department: **Purification**

Account Code: **F8330**

Function: **Water Operations**

		FY 2016-17 Adopted Budget
Fringe Benefits		
F.8330.0810	New York State Employees' Retirement System	$ 95,602
F.8330.0830	Social Security	51,047
F.8330.0840	Workers' Compensation	1,000
F.8330.0850	Health Insurance	131,996
	Total Fringe Benefits	$ 279,645
	TOTAL BUDGET	$ 1,921,985

F8330 – Purification

Fiscal Year 2016-17
Vehicles and Equipment

4x4 pick-up truck (#2-27) $30,000

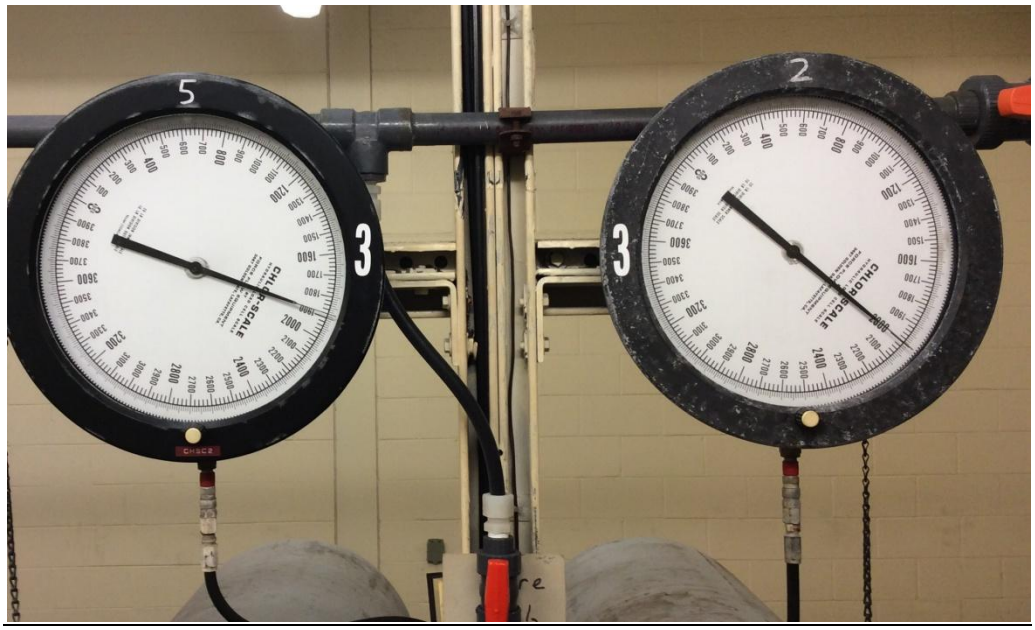
The vehicle being replaced is a 2001 Ford Ranger 4x4 and currently has over 48,600 miles on the odometer. The vehicle has significant corrosion throughout the vehicle body and frame structure resulting in numerous repairs and replacements of vital components. The vehicle will be replaced with a ½ ton 4x4 pick-up with extended cab.

F8330 – Purification

Fiscal Year 2016-17
Vehicles and Equipment

Chlorine Scales $10,000

The current scales and displays have been in service since the Plant re-build of 1990. The replacement of six scales and their analog displays with electronic scales and digital display will eliminate disparities in reading and allow for the tighter controls of chlorine dosing. Tighter chlorine dose controls will enhance current efforts to reduce disinfection by-products within the distribution.



City of Watertown
Fiscal Year: **2016-17**
Department: **Transmission and Distribution**
Account Code: **F8340**
Function: **Water Operations**

Description: This departmental unit consists of 15 employees (plus up to two Temporary Laborers as needed) 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 up to 2,200 water meters annually (consistent with its meter replacement program). Additionally, these employees install, replace and extend water mains, maintain the two finished water reservoirs, and the 250,000 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.

2015-16 Accomplishments:

- ✓ Participated in the oversight of the 24 inch water main installation for the Factory Street Reconstruction Project.
- ✓ Reached the 75% completion threshold for the comprehensive meter replacement program.
- ✓ Conducted annual distribution flushing program; rebuilt/repaired 382 hydrants; repaired 22 water main breaks in CY 2015 (pipes ranging from 4” to 12”), and thawed in excess of 110 frozen services; installed 24 new water services and repaired 25 existing services;
- ✓ Participated in the oversight of the restoration of the 250,000 gallon elevated storage tank in Thompson Park.

2016-17 Goals and Objectives:

- Participate in the completion of the water main component of the Factory Street Reconstruction Project.
- Complete the fiber optic cable and video surveillance installation at the Thompson Park Reservoirs.
- Complete the intensified meter replacement program.
- Conduct annual distribution flushing program and exercise valves. Replace units as required. Conduct leak survey of the system; install one metered flushing hydrant.
- Participate in the dredging operations of the coagulation basin. Remove dredged river materials from the drying lagoons (dredging operations).

City of Watertown

Fiscal Year: **2016-17**

Department: **Transmission and Distribution**

Account Code: **F8340**

Function: **Water Operations**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 66,324	$ 66,336	$ 64,585	$ 67,687
120 Clerical	-	-	-	-
130 Wages	482,098	491,146	494,376	523,107
140 Temporary	11,986	39,356	36,400	30,000
150 Overtime	27,356	50,411	25,000	30,000
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 Allowance	-	-	-	-
Total Personal Services	$ 590,564	$ 650,049	$ 623,161	$ 653,594
Equipment				
230 Motor Vehicle	$ 24,881	$ -	$ -	$ -
250 Other	38,330	-	86,200	-
Total Equipment	$ 63,211	$ -	$ 86,200	$ -
Operating Expenses				
410 Utilities	$ 12,370	$ 8,119	$ 13,120	$ 13,100
420 Insurance	4,749	5,149	5,400	5,670
430 Contracted Services	14,321	17,370	7,035	13,060
440 Fees Non Employees	6,598	326	950	950
450 Miscellaneous	4,388	16,052	12,250	12,250
455 Vehicle Expenses	66,059	58,031	50,000	66,175
460 Materials and Supplies	40,357	50,498	46,400	58,800
465 Equipment < $5,000	80,299	62,435	112,900	111,400
Total Operating Expenses	$ 229,141	$ 217,980	$ 248,055	$ 281,405
Fringe Benefits				
810 NYS Employees' Retirement System	$ 108,503	$ 105,180	$ 107,550	$ 96,728
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	43,231	47,672	47,674	50,000
840 Workers' Compensation	25,866	220,901	20,000	75,000
850 Health Insurance	131,236	134,794	143,464	167,283
Total Fringe Benefits	$ 308,836	$ 508,547	$ 318,688	$ 389,011
Department Total	$ 1,191,752	$ 1,376,576	$ 1,276,104	$ 1,324,010

City of Watertown

Fiscal Year: **2016-17**

Department: **Transmission and Distribution**

Account Code: **F8340**

Function: **Water Operations**

		FY 2016-17 Adopted Budget			
Personal Services					
F.8340.0110	Salaries				
	Supervisor Water Distribution System			$	67,687
F.8340.0130	Wages				
	Crew Chief (2)	$	94,430		
	Engineering Technician		43,786		
	Water Meter Service Mechanic (2 @ .50) *		43,058		
	Stock Attendant		38,249		
	Motor Equipment Operator (2)		82,820		
	Water Maintenance Mechanic (6)		220,764		523,107
F.8340.0140	Temporary				30,000
F.8340.0150	Overtime				30,000
F.8340.0175	Health Insurance Buy-out				2,800
	Total Personal Services			$	653,594
Operating Expenses					
F.8340.0410	Utilities				
	Natural Gas	$	9,500		
	Cell Phones		2,400		
	Telephone		1,200	$	13,100
F.8340.0420	Insurance				5,670
F.8340.0430	Contracted Services				
	Equipment Repair and Maintenance		1,500		
	Equipment Rental		600		
	Maintenance Contract on Copier		310		
	Facility Maintenance		1,200		
	CAD Maintenance Annual Fee		1,100		
	WaterCad Select Service Fee		2,200		
	Cartegraph Software Maintenance		5,500		
	Annual Crane Hoist Inspection		400		
	Radio Repairs		250		13,060
F.8340.0440	Fees, Non Employee				
	Random Drug Testing for CDLs		600		
	Physicals		350		950

* Split with F.8340 (50%) and G.8120 (50%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Transmission and Distribution**

Account Code: **F8340**

Function: **Water Operations**

		FY 2016-17 Adopted Budget	
F.8340.0450	Miscellaneous		
	Travel and Training	5,200	
	In-house Training Expenses	300	
	Safety Items	2,500	
	Protective Clothing	3,000	
	Meter Service Uniforms	350	
	OSHA Training	400	
	AWWA Dues and Manuals	500	12,250
F.8340.0455	Vehicle Expenses		
	Fuel and Fluids	37,000	
	Maintenance and Repairs	15,000	
	Insurance	14,175	66,175
F.8340.0460	Materials and Supplies		
	Stationary Stores	600	
	Cleaning and Mechanical Supplies	5,800	
	Maintenance Supplies	7,000	
	Hand Tools	2,000	
	Redi-mix Concrete	600	
	Top Soil	1,800	
	Crushed Stone	12,000	
	Black Top - Road Repair and Cold Patch	25,000	
	Fire Hydrant Antifreeze	1,000	
	Facilty Repair Supplies	3,000	58,800
F.8340.0465	Equipment < $5,000		
	Computers (2)	2,000	
	Rammer Tamper (Replacement)	2,500	
	Yard Wall Lights (9 Replacements)	2,300	
	Artic Blaster Thawing Device	1,200	
	Fire Hydrants	12,000	
	OSHA Mandated Equipment	1,500	
	Portable Work Lights	200	
	Ductile Iron Pipe and Fittings	8,000	
	Gate Valves and Hydrant Valves	3,500	
	Repair Sleeves and Pipe Clamps	9,000	
	Copper Pipe	9,000	
	Brass Fittings	14,000	
	Curb Boxes, Repair Lids, Extensions	9,500	
	Valve Boxes, Covers, Risers	9,500	

City of Watertown

Fiscal Year: **2016-17**

Department: **Transmission and Distribution**

Account Code: **F8340**

Function: **Water Operations**

		FY 2016-17 Adopted Budget	
F.8340.0465	Equipment < $5,000 continued		
	Fire Hydrant Repair Parts	20,000	
	Tapping Sleeves, Valves and Saddles	4,200	
	Tools and Accessories	3,000	111,400
	Total Operating Expenses		$ 281,405
Fringe Benefits			
F.8340.0810	New York State Employees' Retirement System		$ 96,728
F.8340.0830	Social Security		50,000
F.8340.0840	Workers' Compensation		75,000
F.8340.0850	Health Insurance		167,283
	Total Fringe Benefits		389,011
	TOTAL BUDGET		$ 1,324,010

City of Watertown

Fiscal Year: **2016-17**

Department: **General**

Account Code: **F1950, F1990, F9010, F9040, F9050, F9060, F9061, F9065, F9070, F9089, F9501, F9950**

Function: **Government Support**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
F1950 Taxes on Real Property	$ 710	$ 765	$ 825	$ 825
F1990 Contingency	-	-	40,000	32,109
F9010 State Retirement System Pension Liability	-	(91,855)	-	-
F9040 Workers' Compensation	2,270	3,250	3,500	7,625
F9050 Unemployment Claims	3,177	5,808	-	2,000
F9060 Health Insurance - Retirees	120,385	137,059	142,917	178,048
F9061 Other Post Employment Benefits (OPEB)	340,224	256,577	-	-
F9065 Health Insurance Part B	10,070	10,333	14,692	16,000
F9070 Compensated Absences	5,911	(5,629)	2,000	-
F9089 Other Employee Benefits	569	293	300	400
F9501 General Liability Reserve	15,000	15,000	15,000	15,000
F9950 Transfer to Capital Fund	295,151	330,667	80,000	56,000
Total Budget	$ 793,467	$ 662,268	$ 299,234	$ 308,007

These accounts represent charges not directly associated with specific operating departments.

City of Watertown

Fiscal Year: **2016-17**

Department: **Debt Service**

Account Code: **F9710**

Function: **Debt Service**

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Serial Bonds				
F9710.6 Principal	$ 476,609	$ 488,034	$ 673,610	$ 705,099
F9710.7 Interest	122,419	120,562	178,944	154,949
Total Budget	$ 599,028	$ 608,596	$ 852,554	$ 860,048

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

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE AT END OF FISCAL YEAR
5/15/2002 (4.00 - 5.00%)	5/15/2020	$ 1,000	$ 138	$ 1,138	$ 1,750
2/15/2008 (3.25 - 4.00%)	2/15/2023	147,000	31,452	178,452	704,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	43,000	3,440	46,440	86,000
6/15/2010 (3.125 - 4.00%)	12/15/2024	15,000	4,598	19,598	123,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	19,482	2,201	21,683	47,586
6/28/2011 (2.00 - 3.00%)	6/15/2021	34,500	5,175	39,675	138,000
6/12/2013 (3.00 - 3.50%)	10/15/2022	63,200	17,417	80,617	535,200
4/10/2014 A (1.50 - 2.75%)	4/1/2024	33,000	5,306	38,306	225,000
6/18/2014 (1.00 - 2.00%)	11/15/2020	125,917	10,166	136,083	414,692
6/25/2015 (2.00 - 3.125%)	6/15/2030	190,000	66,056	256,056	2,320,000
Spring 2016 Serial Bond		33,000	9,000	42,000	292,000
	TOTAL	$ 705,099	$ 154,949	$ 860,048	$ 4,887,228

SEWER FUND

City of Watertown
Fiscal Year 2016-17 Budget
Sewer Fund Summary

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Sewer Rents	$ 2,414,606	$ 2,562,847	$ 2,585,000	$ 2,515,000
Sewer Charges	648,422	735,577	651,000	668,000
Interest and Penalties on Sewer Rents	51,301	60,259	55,000	60,000
Sewer Rents - Outside Users	1,658,158	2,038,975	2,350,000	1,891,793
Interest Earnings	562	328	1,000	1,000
Permit Fees	19,000	17,500	20,000	20,000
Sale of Scrap	2,193	2,000	2,000	2,000
Sale of Equipment	1,160	-	1,000	1,000
Insurance Recoveries	903	31,968	-	-
Refund of Prior Year Expenses	23	1,755	-	-
Premium on Obligations	26,243	4,823	-	-
Payment Processing Fees	2,635	3,487	2,500	4,000
Interfund Revenues	358,521	371,122	374,000	391,000
State Reimbursement-Workers' Compensation	133	615	-	-
State Reimbursement - CHIPs	3,088	4,942	-	5,000
Federal Aid - Home and Community Services	-	9,032	-	-
Interfund Transfers	-	17,367	1,000	1,000
Sub-Total	$ 5,186,948	$ 5,862,597	$ 6,042,500	$ 5,559,793
Appropriated Debt Reserves	11,853	11,578	2,340	-
Appropriated Fund Balance	117,112	-	73,053	140,048
Total Revenues	$ 5,315,913	$ 5,874,175	$ 6,117,893	$ 5,699,841
Expenditures				
Administration	$ 247,473	$ 242,833	$ 243,405	$ 236,601
Sanitary Sewer	405,749	421,489	448,807	446,805
Sewage Treatment and Disposal	3,207,491	3,465,663	3,945,782	3,407,291
General	845,154	415,537	292,542	456,996
Debt Service	610,046	940,627	1,187,357	1,152,148
Total Expenditures	$ 5,315,913	$ 5,486,149	$ 6,117,893	$ 5,699,841
Fund Balance:				
Beginning reserve and fund balances	$ 1,438,272	$ 1,309,307		
- Prior period adj. for net pension liability	-	(224,377)		
+ Revenues	5,186,948	5,862,597		
- Expenses	(5,315,913)	(5,486,149)		
Ending reserve and fund balances	$ 1,309,307	$ 1,461,378		
Fund balance reserved for debt	(13,913)	(19,704)		
Fund balance reserved for encumbrances	(75,098)	(221,342)		
Fund balance appropriated to subsequent fiscal year	(40,074)	(73,053)		
Unreserved un-appropriated fund balance	$ 1,180,222	$ 1,147,279		

City of Watertown
Fiscal Year 2016-17 Budget
Sewer Fund Revenue Summary

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
G2120 Sewer Rents	$ 2,414,606	$ 2,562,847	$ 2,585,000	$ 2,515,000
G2122 Sewer Charges	648,422	735,577	651,000	668,000
G2128 Interest and Penalties on Sewer Rents	51,301	60,259	55,000	60,000
G2370 Sewer Rents - Outside Users	1,658,158	2,038,975	2,350,000	1,891,793
G2401 Interest Earnings	562	328	1,000	1,000
G2590 Permit Fees	19,000	17,500	20,000	20,000
G2650 Sale of Scrap	2,193	2,000	2,000	2,000
G2665 Sale of Equipment	1,160	-	1,000	1,000
G2680 Insurance Recoveries	903	31,968	-	-
G2701 Refund of Prior Year Expenses	23	1,755	-	-
G2710 Premium on Obligations	26,243	4,823	-	-
G2773 Payment Processing Fees	2,635	3,487	2,500	4,000
G2810 Interfund Revenues	358,521	371,122	374,000	391,000
G3089 State Reimb., Workers' Compensation	133	615	-	-
G3501 State Reimb., CHIPS	3,088	4,942	-	5,000
G4989 Federal Aid - Home and Community Services	-	9,032	-	-
G5031 Interfund Transfers	-	17,367	1,000	1,000
Sub-Total	5,186,948	5,862,597	6,042,500	5,559,793
Appropriated Debt Reserves	11,853	11,578	2,340	-
Appropriated Fund Balance	117,112	-	73,053	140,048
Total Revenues	$ 5,315,913	$ 5,874,175	$ 6,117,893	$ 5,699,841

City of Watertown

Fiscal Year:	**2016-17**
Department:	**Sewer Fund**
Account Code:	**Revenue**
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 and Penalties on Sewer Rents - Charges of 10% penalties for late sewer payments.

G2370 – Sewer Rents - Outside Users - 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 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.

G2650 - Sale of Scrap – Sales of excess scrap.

G2665 – Sale of Equipment – Sales of equipment.

G2680 - Insurance Recoveries – Reimbursements from insurance companies for damages to property, equipment and vehicles.

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

G2710 - Premium on Obligations - Premiums received on the issuance of debt.

G2773 – Payment Processing Fees - Fees charged in connection with accepting on-line payments.

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 workers' 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.

G4989 - Federal Aid, Home and Community Services - Federal grant proceeds related to sanitary sewers.

G5031- Interfund Transfers – Transfers from other funds.

City of Watertown
Fiscal Year: **2016-17**
Department: **Administration**
Account Code: **G8110**
Function: **Administration**

Description: The Water Department administrative section includes the administrative function for the Wastewater Treatment Plant and is responsible for processing water and sewer bills for over 8,960 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 Wastewater Treatment Plant . Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and one Meter Reader. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the 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 Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydroelectric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2015-16 Accomplishments:

- ✓ Completed the task of the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydroelectric Plant with Water Department Administration. Completed the initial writing of a Departmental Standard Operating Procedure and Departmental Safety Procedures and Protocols

- ✓ Progressed with the upgrade of water meters in the City's system to radio read units. Integrated the SCADA software to "read" the water demands and present data in real time displays.

- ✓ Initiated the restructuring of the Administrative Staff with the focus of reducing overtime and weaning the Administrative Section dependence upon temporary staffing.

- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

2016-17 Goals and Objectives:

- Continue to implement Cartêgraph into the daily work flow process.

- Continue the conversion of water meters to radio read capability, incorporating them within the data management system.

- Continue to expand electronic dissemination of information in all sections of the Water Department with focus on mobile data access and communication.

City of Watertown

Fiscal Year: **2016-17**

Department: **Administration**

Account Code: **G8110**

Function: **Administration**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 33,920	$ 33,926	$ 33,790	$ 35,413
120 Clerical	38,997	43,366	45,562	46,722
130 Wages	48,988	44,027	37,871	39,727
140 Temporary	5,415	4,734	5,100	5,100
150 Overtime	10,193	15,343	5,000	1,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	188	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 138,913	$ 141,584	$ 127,323	$ 128,462
Equipment				
230 Motor Vehicle	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 393	$ 402	$ 600	$ 600
420 Insurance	309	309	-	-
430 Contracted Services	15,557	15,927	33,805	25,505
440 Fees Non Employees	12,961	3,080	2,700	3,375
450 Miscellaneous	10,647	12,651	11,500	11,500
455 Vehicle Expenses	2,974	2,791	2,450	2,971
460 Materials and Supplies	2,020	975	3,225	3,225
465 Equipment < $5,000	1,098	3,672	500	2,000
Total Operating Expenses	$ 45,959	$ 39,807	$ 54,780	$ 49,176
Fringe Benefits				
810 NYS Employees' Retirement System	$ 26,576	$ 23,233	$ 22,352	$ 19,164
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,242	10,411	9,740	9,827
840 Workers' Compensation	-	-	100	-
850 Health Insurance	25,783	27,798	29,110	29,972
Total Fringe Benefits	$ 62,601	$ 61,442	$ 61,302	$ 58,963
Department Total	$ 247,473	$ 242,833	$ 243,405	$ 236,601

City of Watertown

Fiscal Year: **2016-17**
Department: **Administration**
Account Code: **G8110**
Function: **Administration**

		FY 2016-17 Adopted Budget	
Personal Services			
G.8110.0110	Salaries		
	Superintendent of Water (.40) *		$ 35,413
G.8110.0120	Clerical		
	Principal Account Clerk (.50) **	$ 25,795	
	Sr. Account Clerk Typist (.50) **	20,927	46,722
G.8110.0130	Wages		
	Water Meter Reader (.50) **	18,986	
	SCADA Technician (.40) ***	20,741	39,727
G.8110.0140	Temporary **		5,100
G.8110.0150	Overtime **		1,500
	Total Personal Services		$ 128,462
Operating Expenses			
G.8110.0410	Utilities		
	Telephone		$ 600
G.8110.0430	Contracted Services		
	Office Rental	$ 7,800	
	Software Support Fees	3,100	
	Cartegraph Software Maintenance	5,500	
	Equipment Repairs	300	
	Meter Reading Equipment Repairs	500	
	Merchant Fees	5,000	
	Debt Disclosure Filing Fees	475	
	Fee for Paying Agent	1,200	
	Federally Mandated Training and Employee Assistance Program	730	
	Equipment Maintenance Contracts	900	25,505
G.8110.0440	Fees, Non Employee		
	Actuarial Fees	750	
	Audit Services	2,625	3,375
G.8110.0450	Miscellaneous		
	Window Blinds	500	
	Postage Expenses	11,000	11,500

* Split with F.8310 (50%), 40% with G.8110 (40%) and A.5184 (10%)

** Split with F.8310 (50%) and G.8110 (50%)

*** Split with F.8310 (40%), G.8110 (40%) and A.5184 (20%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Administration**

Account Code: **G8110**

Function: **Administration**

		FY 2016-17 Adopted Budget	
G.8110.0455	Vehicle Expenses		
	Fuel	1,400	
	Maintenance and Repairs	600	
	Insurance	971	2,971
G.8110.0460	Materials and Supplies		
	Printed Forms, Bills **	2,500	
	Office Supplies **	725	3,225
G.8110.0465	Equipment < $5,000		
	Computer * *	500	
	Folder/Sealer Machine * *	1,500	2,000
	Total Operating Expenses		$ 49,176

Fringe Benefits

G.8110.0810	New York State Employees' Retirement System	$ 19,164
G.8110.0830	Social Security	9,827
G.8110.0840	Workers' Compensation	-
G.8110.0850	Health Insurance	29,972
	Total Fringe Benefits	$ 58,963
	TOTAL BUDGET	$ 236,601

City of Watertown
Fiscal Year: **2016-17**
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 2015, the DPW Sewer Crew responded to 1,397 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.

2015-16 Accomplishments:

- ✓ Cleaned 23,000 feet and televised 7,800 feet of main line sewers.
- ✓ Performed 56 sanitary sewer lateral inspections and completed repairs to 27 laterals with structural deficiencies within the right-of-way.
- ✓ Replaced 210' of 12" diameter main sewer on Mechanic and Jefferson Streets as part of the Factory Street Reconstruction Project.

2016-17 Goals and Objectives:

- Replace a 256' section of structurally deficient 10" clay sewer main on the 300 block of Academy Street.
- Continue offering support to the City Engineering and Water Departments in resolving issues discovered as the Factory Street Reconstruction Project continues. Assist with data acquisition on other Capital related projects.
- Perform right-of-way clearing for the sanitary sewer outlet leaving the former City landfill property.
- Transition the Cartegraph asset management software program from the office into day to day field operations through use of tablet interfaces, with emphasis on cleaning and inspection operations.
- Coordinate inspection efforts with National Grid Planning Group to address concerns over potential sewer lateral cross-bore incidents where trenchless gas main work is being performed.

City of Watertown

Fiscal Year: **2016-17**

Department: **Sanitary Sewers**

Account Code: **G8120**

Function: **Sewer Operations**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 32,195	$ 32,215	$ 31,248	$ 32,749
120 Clerical	-	-	-	-
130 Wages	159,637	155,356	170,534	167,004
140 Temporary	-	-	-	-
150 Overtime	3,895	6,837	7,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	3,752	4,300	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 195,727	$ 198,160	$ 213,082	$ 207,629
Equipment				
230 Motor Vehicle	$ -	$ 36,317	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ 36,317	$ -	$ -
Operating Expenses				
410 Utilities	$ 361	$ 150	$ 969	$ 640
420 Insurance	2,580	2,652	2,775	2,914
430 Contracted Services	5,488	2,527	16,760	22,551
440 Fees Non Employees	245	540	300	400
450 Miscellaneous	3,440	3,613	6,210	6,210
455 Vehicle Expenses	45,571	55,439	63,500	55,058
460 Materials and Supplies	31,367	25,977	36,250	43,800
465 Equipment < $5,000	10,106	5,694	7,450	14,200
Total Operating Expenses	$ 99,158	$ 96,592	$ 134,214	$ 145,773
Fringe Benefits				
810 NYS Employees' Retirement System	$ 35,985	$ 32,011	$ 38,367	$ 30,454
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	14,245	14,453	16,302	15,884
840 Workers' Compensation	637	253	500	500
850 Health Insurance	59,997	43,703	46,342	46,565
Total Fringe Benefits	$ 110,864	$ 90,420	$ 101,511	$ 93,403
Department Total	$ 405,749	$ 421,489	$ 448,807	$ 446,805

City of Watertown

Fiscal Year: **2016-17**

Department: **Sanitary Sewers**

Account Code: **G8120**

Function: **Sewer Operations**

		FY 2016-17 Adopted Budget	
Personal Services			
G.8120.0110	Salaries		
	Sewer Maintenance Supervisor (.50) *		$ 32,749
G.8120.0130	Wages		
	Crew Chief (1 @ .67) **	$ 29,021	
	Water Meter Service Mechanic (2 @.50) ***	43,060	
	Motor Equipment Oper. (3 @ .67) **	75,314	
	Municipal Worker I (1 @ .67) **	19,609	167,004
G.8120.0150	Overtime		6,000
G.8120.0175	Health Insurance Buyout		1,876
	Total Personal Services		$ 207,629
Operating Expenses			
G.8120.0410	Utilities		
	Tablet Aircards	$ 560	
	Cellular Phone	80	$ 640
G.8120.0420	Insurance		2,914
G.8120.0430	Contracted Services		
	GPS Tracking (4)	951	
	Recertify Safety Equipment	700	
	Chemical Root Control	6,000	
	Material Disposal	4,000	
	Camera Software Maintenance	900	
	Cartegraph Software Maintenance	5,500	
	Camera Equipment Repair	2,000	
	Small Equipment Repair	2,500	22,551
G.8120.0440	Fees, Non Employee		
	Employment Related Testing		400
G.8120.0450	Miscellaneous		
	Safety Apparel	500	
	Employee Safety Training	1,400	
	DEC Permits	1,500	
	Postage and Shipping	600	
	CSX (4) Pipeline Sewer Easements	960	
	Safety Shoes and Uniforms	1,250	6,210

* Split with A.8140 (50%) and G.8120 (50%)

** Split with G.8120 (67%) and A.5142 (33%)

*** Split with F.8340 (50%) and G.8120 (50%)

City of Watertown

Fiscal Year: **2016-17**

Department: **Sanitary Sewers**

Account Code: **G8120**

Function: **Sewer Operations**

		FY 2016-17 Adopted Budget	
G.8120.0455	Vehicle Expenses		
	Maintenance and Repairs	24,000	
	Preventive Maintenance	5,500	
	Tires for Sewer Vac (1-71)	2,000	
	Fuel	12,113	
	Insurance	11,445	55,058
G.8120.0460	Materials and Supplies		
	Manholes	3,000	
	Manhole Frames and Covers	4,000	
	Piping and Pipe Fittings	10,000	
	Crusher Run and Related Materials	10,000	
	Asphalt Road Patching Products	2,500	
	Sewer Camera Supplies *	1,500	
	Sewer Vac Hose, 500LF *	800	
	Replacement Sewer Cleaning Tools	3,500	
	Residential Lateral Repair Program	4,500	
	Work Zone Safety Devices	1,000	
	Miscellaneous Supplies	3,000	43,800
G.8120.0465	Equipment < $5,000		
	GPS Trackers (2)	500	
	Pavement Breaker Replacement	900	
	Replacement Sewer Bypass Plugs	2,000	
	PVC Pipe Beveling System	2,300	
	Modular Shoring Components	4,000	
	Lateral Inspection Camera Controller	4,500	14,200
	Total Operating Expenses		$ 145,773

Fringe Benefits

G.8120.0810	New York State Employees' Retirement System	$ 30,454
G.8120.0830	Social Security	15,884
G.8120.0840	Workers' Compensation	500
G.8120.0850	Health Insurance	46,565
	Total Fringe Benefits	$ 93,403
	TOTAL BUDGET	$ 446,805

City of Watertown
Fiscal Year: **2016-17**
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 2015 the facility treated an average 8.7 and removed 4,930 tons of total solids from the waste stream. The facility operates 24 hours per day, 7 days per week, and is currently staffed with 18 City employees (13 of which are certified by the NYS Department of Environmental Conservation).

2015-16 Accomplishments:

- ✓ Completed the preliminary scoping of a multi-phased plan for the upgrade and expansion of the Sludge Disposal capabilities to open the potentials for expanding the disposal market of its facility and the regional advantages offered to the City and Jefferson County.
- ✓ Completed the Phase 1A design drawings and specification for the sludge disposal multi-phased project, rendering this phase "shovel ready."
- ✓ Completed and took operational control of the NYSDEC mandated Disinfection Facility.
- ✓ Completed the upgrade of the four trickling filters;
- ✓ Completed the replacement of the three filter press feed pumps.
- ✓ Completed the video surveillance installation at the WWTP facilities and the radio communication with it nine remote pumping stations.
- ✓ Successfully decommissioned the sludge incineration operation and converted to class B land application.

2016-17 Goals and Objectives:

- Rebuild the sludge conveyor system for moving sludge from the Sludge Disposal Building and placing it into trucks.
- Design, and bid the replacement of the pretreatment bar screens and grit removal systems
- Rebuild the Lachenauer Drive Lift Station.
- Acquire a dump truck consistent with the modified sludge disposal modification program.
- Continue to implement the Cartégraph system (data/facility asset management and work order system). Continue to expand the electronic dissemination of information with focus on mobile data access and communication.

City of Watertown

Fiscal Year: **2016-17**

Department: **Sewage Treatment and Disposal**

Account Code: **G8130**

Function: **Sewer Operations**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 69,268	$ 69,281	$ 69,003	$ 72,317
120 Clerical	-	-	-	-
130 Wages	726,310	732,153	816,335	769,698
140 Temporary	18,794	-	-	4,000
150 Overtime	38,919	68,954	50,000	50,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,162	9,520	8,400	9,900
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 861,453	$ 879,908	$ 943,738	$ 905,915
Equipment				
230 Motor Vehicle	$ -	$ -	$ -	$ -
250 Other	180,604	144,271	294,000	162,500
Total Equipment	$ 180,604	$ 144,271	$ 294,000	$ 162,500
Operating Expenses				
410 Utilities	$ 1,191,153	$ 1,224,078	$ 1,278,200	$ 1,246,500
420 Insurance	42,352	34,388	38,675	40,609
430 Contracted Services	43,009	63,046	109,600	141,800
440 Fees Non Employees	16,588	16,871	18,300	17,800
450 Miscellaneous	12,838	5,872	12,000	18,000
455 Vehicle Expenses	25,050	20,327	19,250	18,335
460 Materials and Supplies	479,186	635,890	710,656	412,400
465 Equipment < $5,000	50,151	96,703	73,810	69,039
Total Operating Expenses	$ 1,860,327	$ 2,097,175	$ 2,260,491	$ 1,964,483
Fringe Benefits				
810 NYS Employees' Retirement System	$ 159,528	$ 141,757	$ 170,316	$ 135,829
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	63,545	65,412	72,199	69,305
840 Workers' Compensation	(53,954)	545	55,000	20,000
850 Health Insurance	135,988	136,595	150,038	149,259
Total Fringe Benefits	$ 305,107	$ 344,309	$ 447,553	$ 374,393
Department Total	$ 3,207,491	$ 3,465,663	$ 3,945,782	$ 3,407,291

City of Watertown

Fiscal Year: **2016-17**

Department: **Sewage Treatment and Disposal**

Account Code: **G8130**

Function: **Sewer Operations**

		FY 2016-17 Adopted Budget	
Personnal Services			
G.8130.0110	Salaries		
	Chief WWTP Operator		$ 72,317
G.8130.0130	Wages		
	WWTP Operations and Maintenance Supervisor	$ 65,242	
	Industrial Pretreatment Laboratory Technician	53,942	
	WWTP Lab. Technician	55,014	
	WWTP Process Worker III (2)	101,429	
	WWTP Process Worker II (1)	47,948	
	WWTP Process Worker I (5)	231,193	
	WWTP Process Worker Trainee (3)	112,337	
	Municipal Worker I (3)	102,593	769,698
G.8130.0140	Temporary (Internship)		4,000
G.8130.0150	Overtime		50,000
G.8130.0175	Health Insurance Buyout		9,900
	Total Personal Services		$ 905,915
Equipment			
G.8130.0250	Other Equipment > $5,000		
	Trailer Mounted Trash Pump (New)	45,000	
	Control Building HVAC Upgrade	10,000	
	PST Scum Pump Replacement	20,000	
	Lift Gate	6,000	
	Push Blade	6,500	
	Aeration Blower and Motor Replacement (#1)	75,000	162,500
	Total Equipment		$ 162,500
Operating Expenses			
G.8130.0410	Utilities		
	Water	$ 80,000	
	Electric	1,150,000	
	Natural Gas	11,700	
	Telephone	4,800	$ 1,246,500
G.8130.0420	Insurance		40,609
G.8130.0430	Contracted Services		
	Uniform Rental	6,300	
	Contract Lab	20,000	
	Bid Advertising	500	
	Welding Machine Shop Service	37,000	

City of Watertown
Fiscal Year: **2016-17**
Department: **Sewage Treatment and Disposal**
Account Code: **G8130**
Function: **Sewer Operations**

		FY 2016-17 Adopted Budget	
G.8130.0430	Contracted Services continued		
	Factory Repair Service Electrical/Mechanical	22,000	
	Boiler Maint./Contract Maintenance	24,000	
	AGL - Facility Pk - Cartegraph Maintenance	1,500	
	Grant Writer	30,000	
	Maintenance Contract Copier	500	141,800
G.8130.0440	Fees, Non Employee		
	Permit Fees		17,800
G.8130.0450	Miscellaneous		
	Travel and Training	17,000	
	Books and Periodicals	1,000	18,000
G.8130.0455	Vehicle Expenses		
	Maintenance and Repairs	4,400	
	Central Garage	9,000	
	Insurance	4,935	18,335
G.8130.0460	Materials and Supplies		
	Process Chemicals	235,000	
	Boots, Helmets, Gloves	4,500	
	Supplies; Mech., Control, Safety	116,100	
	Grease and Oil	8,000	
	Office Supplies	2,000	
	Cleaning Supplies	3,000	
	Lab Chemicals and Filters	10,000	
	Building and Grounds Supplies	30,800	
	Misc. Personal Supplies	3,000	412,400
G.8130.0465	Equipment < $5,000		
	Computers (3)	3,000	
	Tools - Mechanical, Buildings and Grounds	7,000	
	Repair Parts - Mechanical, Electrical, Control	2,000	
	Repair Parts - Settling Tanks Parts and Shear Drives	20,000	
	Thickener Deck Protective Coating	2,000	
	Pressure Activated Control System (2)	4,100	
	Control Components and Equipment	7,439	
	Hoffman Blower Rebuild Kits	9,000	
	Scum Mixer for PST #1 (Replacement)	7,000	
	Scum Mixer for PST #2 (Replacement)	7,500	69,039
	Total Operating Expenses		$ 1,964,483

City of Watertown

Fiscal Year: **2016-17**

Department: **Sewage Treatment and Disposal**

Account Code: **G8130**

Function: **Sewer Operations**

		FY 2016-17 Adopted Budget
Fringe Benefits		
G.8130.0810	New York State Retirement	$ 135,829
G.8130.0830	Social Security	69,305
G.8130.0840	Workers' Compensation	20,000
G.8130.0850	Health Insurance	149,259
	Total Fringe Benefits	$ 374,393
TOTAL BUDGET		$ 3,407,291

G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17
Vehicles and Equipment

Trailer Mounted Trash Pump (new) $45,000

The new 6" 800 gallon per minute portable pump will be used in emergency operations in the facility and at any one of the nine pump stations within the city. The pump provides the city with the capability of responding to a situation in a hurry which would minimize possible damage to private property.

Control Building HVAC Upgrade $10,000

With the upgrade of the facility Control Building now completed, pre-existing components of the HVAC that were not tied into the new system require upgrades. These include a new heating zone pump and piping to correct the lack of pressure and water flow to the pre-existing system thus correcting cold spots occurring at the end of the respective zone's heating.

G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17
Vehicles and Equipment

Primary Settling Tank Scum Pump Replacement $20,000

The current pump has been in operation since the late 70s and is used on a daily bases. It has out lived its usefulness and is not dependable. The replacement of the existing pump is required.

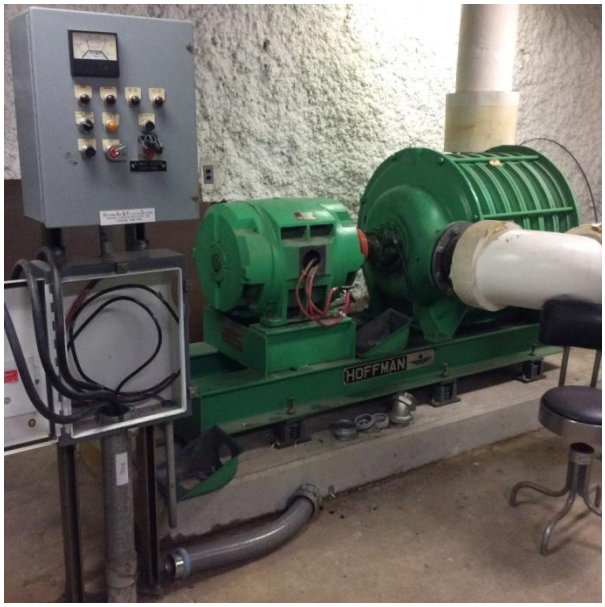
Truck Lift Gate Replacement $6,000

The lift gate on the current utility truck has rusted to the point it is no longer safe to operate and lift loads.

G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17
Vehicles and Equipment

Blower and Blower Motor Assembly $75,000



The current blower and blower motor assembly is no longer in service and is beyond rebuild / repair. This unit was a part of the 1989 facility expansion and is used to keep air in the activated sludge tanks.

Push Blade to Mount on Rolling Stock $6,500

The push blade is for the front end loader to perform snow removal. Currently, the facility is being plowed with a single utility truck with a 6' blade. With the addition of the sludge handling facility, it is necessary to keep the back road open along with the storage pad. It is no longer practical to do these areas with a utility truck.

City of Watertown

Fiscal Year: **2016-17**

Department: **General**

Account Code: **G1990, G9010, G9040, G9050, G9060, G9061, G9065, G9070, G9089, G9501, G9950**

Function: **Government Support**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
G1990 Contingency	$ -	$ -	$ 35,000	$ 30,000
G9010 State Retirement System Pension Liability	-	(83,048)	-	-
G9040 Workers' Compensation	2,020	2,893	3,200	7,425
G9050 Unemployment Insurance	-	2,299	-	-
G9060 Health Insurance - Retirees	145,955	143,320	151,255	189,921
G9061 Other Post Employment Benefits (OPEB)	186,699	268,097	-	-
G9065 Health Insurance Part B	10,490	10,542	10,887	11,450
G9070 Compensated Absences	(619)	11,270	2,000	-
G9089 Employee Benefits - Other	609	164	200	200
G9501 General Liability Reserve	15,000	15,000	15,000	15,000
G9950 Transfer to Capital	485,000	45,000	75,000	203,000
Total Budget	$ 845,154	$ 415,537	$ 292,542	$ 456,996

City of Watertown
Fiscal Year: **2016-17**
Department: **Debt Service**
Account Code: **G9710**
Function: **Debt Service**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Serial Bonds				
G9710.6 Principal	$ 464,913	$ 724,884	$ 903,396	$ 903,029
G9710.7 Interest	145,133	215,743	283,961	249,119
Total Budget	$ 610,046	$ 940,627	$ 1,187,357	$ 1,152,148

These accounts represent the annual principal reduction and interest payments on Sewer Fund debt.

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE AT END OF FISCAL YEAR
12/1/1983 (9.6%)	12/1/2017	$ 30,000	$ 2,880	$ 32,880	$ 15,000
2/15/2008 (3.25 - 4.00%)	2/15/2023	105,000	24,034	129,034	541,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	88,500	7,178	95,678	180,000
6/15/2010 (3.125 - 4.00%)	12/15/2024	45,000	6,535	51,535	175,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	13,177	1,456	14,633	31,371
4/10/2014 B (2.00 - 3.25%)	4/1/2029	290,000	127,037	417,037	4,260,000
6/18/2014 (1.00 - 2.625%)	11/15/2023	142,352	11,612	153,964	474,091
6/25/2015 (2.00 - 3.125%)	6/15/2030	156,000	59,387	215,387	2,078,000
Spring 2016 Serial Bond		33,000	9,000	42,000	292,000
	TOTAL	$ 903,029	$ 249,119	$ 1,152,148	$ 8,046,462

LIBRARY FUND

City of Watertown
Fiscal Year: **2014-15**
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.

2015-2016 Accomplishments:

- Explored grant applications or alternate means of funding which will allow for preservation and/or restoration of the valuable art pieces housed in the Library building. Applied for grants, researched provenances, and contracted with an art appraiser to obtain a current valuation of the art in the library.

- Hired Aaron Cohen Consultants to determine community needs and review library space and programs to best serve the community needs.

- Partnered with other city departments and other organizations for our children's and family programs. Identify peak traffic times and underserved patrons and increase programming accordingly. Partnered with the City Departments, Senator Ritchie's office, Assemblywoman Russell's office, Jefferson County Historical Society and other organizations

- Created a detailed 3 year plan for the library based on demographics, library patron needs and community needs.

- Developed and distributed our first "Report to the Community".

2016-2017 Goals and Objectives:

- Continue to explore grant applications or alternate means of funding which will allow for preservation and/or restoration of the valuable art pieces housed in the Library building.

- Adjust library hours based on patron traffic and circulation patterns.

- Identify priority items in Aaron Cohen Consultant report and modify three year plan to meet these challenges.

- Weed adult collection and investigate consolidating the collection to free up floor space.

- Pursue grants for construction, training, and materials.

City of Watertown
Fiscal Year 2016-17 Budget
Library Fund Summary

Revenues	**FY 2013-14 Actual**	**FY 2014-15 Actual**	**FY 2015-16 Adopted Budget**	**FY 2016-17 Adopted Budget**
Fines	$ 21,116	$ 18,668	$ 20,000	$ 27,000
Insurance Recoveries	-	3,839	-	-
Grants	46,105	46,105	46,105	46,105
General Fund Transfer	1,209,205	1,299,188	1,204,698	1,148,599
Total Revenues	$ 1,276,426	$ 1,367,800	$ 1,270,803	$ 1,221,704
Appropriated Fund Balance	23,530	3,292	50,000	50,000
Total Revenues and Appropriated Reserves/Fund Balance	$ 1,299,956	$ 1,371,092	$ 1,320,803	$ 1,271,704
Expenditures				
Library	$ 1,058,933	$ 1,066,088	$ 1,114,273	$ 1,079,747
Contingency	-	-	10,000	6,000
Workers' Compensation	1,012	1,449	1,600	3,325
Unemployment Claims	-	6,720	7,250	-
Health Insurance - Retirees	115,388	115,626	117,756	128,873
Medicare Part B - Retirees	16,574	14,791	19,026	14,500
Compensated Absences	274	97	100	-
Other Employee Benefits	(1,438)	-	1,000	-
Transfer to Capital Fund	54,297	114,316	-	-
Debt Service	54,916	52,005	54,176	39,259
Total Expenditures	$ 1,299,956	$ 1,371,092	$ 1,325,181	$ 1,271,704
Fund Balance				
Beginning reserves and fund balance	$ 113,131	$ 107,235		
+ Revenues	1,276,426	1,367,800		
- Expenses	(1,299,956)	(1,371,092)		
+ Prior period adj. for compensated absences	17,634	-		
Ending reserve and fund balances	107,235	103,943		
- Reserve for encumbrances	(8,542)	(8)		
- Fund balance appropriated to subsequent fiscal year	-	(50,000)		
Unreserved un-appropriated fund balance	$ 98,693	$ 53,935		

City of Watertown
Fiscal Year 2016-17 Budget
Library Fund Revenue Summary

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
L2082 Fines	$ 21,116	$ 18,668	$ 20,000	$ 27,000
L2680 Insurance Recoveries	-	3,839	-	-
L2760 Grant	46,105	46,105	46,105	46,105
L5031 General Fund Transfer	1,209,205	1,299,188	1,204,698	1,148,599
Total Revenues	$ 1,276,426	$ 1,367,800	$ 1,270,803	$ 1,221,704
Appropriated Fund Balance	23,530	3,292	50,000	50,000
Total Revenues and Appropriated Reserves/Fund Balance	$ 1,299,956	$ 1,371,092	$ 1,320,803	$ 1,271,704

L2082 - Fines - Fees charged for overdue and lost books.

L2680 - Insurance Recoveries - Insurance proceeds received for damages to City property.

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

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

City of Watertown

Fiscal Year: **2016-2017**

Department: **Library**

Account Code: **L7410**

Function: **Library**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 133,709	$ 102,878	$ 121,000	$ 71,266
120 Clerical	228,174	231,301	272,243	257,524
130 Wages	201,952	215,067	218,983	272,645
140 Temporary	19,647	20,934	18,500	16,000
150 Overtime	3,623	5,577	4,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,400	4,200
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	$ 587,105	$ 575,757	$ 636,126	$ 625,635
Equipment				
210 Furniture and Furnishings	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ 82,224	$ 83,380	$ 89,565	$ 93,765
420 Insurance	13,385	15,546	16,325	17,141
430 Contracted Services	47,988	96,118	80,348	80,373
440 Fees Non Employees	240	-	-	-
450 Miscellaneous	8,194	10,903	5,500	5,500
455 Vehicle Expense	-	-	-	-
460 Materials and Supplies	11,899	13,563	11,600	11,600
465 Equipment < $5,000	46,784	27,788	16,000	16,000
Total Operating Expenses	$ 210,714	$ 247,298	$ 219,338	$ 224,379
Fringe Benefits				
810 New York State Retirement	$ 110,643	$ 95,800	$ 102,346	$ 85,056
820 Police/Fire Retirement	-	-	-	-
830 Social Security	43,203	42,485	48,667	47,861
840 Workers' Compensation	-	-	100	-
850 Health Insurance	107,268	104,748	107,696	96,816
Total Fringe Benefits	$ 261,114	$ 243,033	$ 258,809	$ 229,733
Department Total	$ 1,058,933	$ 1,066,088	$ 1,114,273	$ 1,079,747

City of Watertown

Fiscal Year: **2016-2017**

Department: **Library**

Account Code: **L7410**

Function: **Library**

			FY 2016-17 Adopted Budget	
Personal Services				
L.7410.0110	Salaries			
	Library Director		$	71,266
L.7410.0120	Clerical			
	Secretary	30,920		
	Senior Library Clerk	37,972		
	Library Clerk (4)	133,388		
	Library Clerk - Part-time (3 @ .57)	55,244		257,524
L.7410.0130	Wages			
	Librarian II (2)	114,879		
	Librarian I (2)	98,800		
	Custodial and Maintenance Supervisor *	23,974		
	Laborer (2 @ .50) *	34,992		272,645
L.7410.0140	Temporary			16,000
L.7410.0150	Overtime			4,000
L.7410.0175	Health Insurance Buyout			4,200
	Total Personal Services		$	625,635
Operating Expenses				
L.7410.0410	Utilities			
	Water and Sewer	3,600		
	Electric	82,000		
	Telephone	2,100		
	Natural Gas	6,065		93,765
L.7410.0420	Insurance			17,141
L.7410.0430	Contracted Services			
	Otis Elevator	1,350		
	Fire Alarm System	1,500		
	iTeam Reservation System (NCLS)	560		
	Self Check System (NCLS)	225		
	ASA Router (NCLS)	203		
	Access Points (NCLS)	110		
	Joint Automation Board Fee (NCLS)	9,000		
	Overdrive Fee (Ebooks and Audiobooks) (NCLS)	3,950		
	NNY Library Network Fee	60		
	Security Services	42,225		

* Split with A.1620 (50%) and L.7410 (50%)

City of Watertown

Fiscal Year: **2016-2017**

Department: **Library**

Account Code: **L7410**

Function: **Library**

		FY 2016-17 Adopted Budget	
L.7410.0430	Contracted Services continued:		
	Fire Extinquisher Inspection	500	
	Siemens Industry	4,325	
	Federally Mandated Training and Employee Assistance Program	365	
	Heat Pump and Other Maintenance	16,000	80,373
L.7410.0450	Miscellaneous		
	Postage	2,000	
	Programming/Promotional	2,000	
	Travel and Training	1,500	5,500
L.7410.0460	Materials and Supplies		
	Office and Library Supplies	5,000	
	Sidewalk Salt	2,600	
	Maintenance Supplies	4,000	11,600
L.7410.0465	Equipment < $5,000		
	Books, DVDs, Magazines, CDs and Audiobooks		16,000
	Total Operating Expenses		$ 224,379

Fringe Benefits		
L.7410.0810	New York State Employees' Retirement System	$ 85,056
L.7410.0830	Social Security	47,861
L.7410.0840	Workers' Compensation	-
L.7410.0850	Health Insurance	96,816
	Total Fringe Benefits	$ 229,733
	TOTAL BUDGET	$ 1,079,747

City of Watertown
Fiscal Year: **2016-2017**
Department: **General**
Account Code: **L1990, L9040, L9050, L9060, L9065, L9070, L9089, L9710, L9950**
Function: **Government Support and Debt Service**

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
L1990 Contingency	$ -	$ -	$ 10,000	$ 6,000
L9040 Workers' Compensation	1,012	1,449	1,600	3,325
L9050 Unemployment Claims	-	6,720	7,250	-
L9060 Health Insurance - Retirees	115,388	115,626	117,756	128,873
L9065 Medicare Part B - Retirees	16,574	14,791	19,026	14,500
L9070 Compensated Absences	(1,438)	-	1,000	-
L9089 Other Employee Benefits	274	97	100	-
L9950 Transfer to Capital Fund	54,297	114,316	-	-
General Expenses Total	$ 186,107	$ 252,999	$ 156,732	$ 152,698

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
L9710.0600 Serial Bond Principal	$ 43,000	$ 46,971	$ 44,000	$ 36,000
L9710.0700 Serial Bond Interest	11,916	5,034	10,176	3,259
Debt Expenses Total	$ 54,916	$ 52,005	$ 54,176	$ 39,259

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE AT END OF FISCAL YEAR
6/18/2014 (1.00 - 2.00%)	11/15/2020	$ 36,000	$ 3,259	$ 39,259	$ 135,731
	TOT/	$ 36,000	$ 3,259	$ 39,259	$ 135,731

COMMUNITY DEVELOPMENT FUND

City of Watertown
Fiscal Year: **2016-17**
Department: **Community Development**
Account Code: **CD8668**
Function: **Home and Community Services**

Description: The City participated in the Community Development Block Grant (CDBG) Small Cities Program from 1979 to 2013. Grants obtained during this time period funded a variety of housing programs, infrastructure and economic development programs. Beginning in 2014, the City became an entitlement community under the CDBG program, making it eligible to receive an annual allocation of CDBG funds rather than applying for funding through the State. The CDBG funds can be utilized for a wide variety of community development projects that benefit low to moderate income persons.

The City has been a member of the North Country HOME Consortium (NCHC) since 1993. The Consortium is an entitlement entity for the HOME Investment Partnership Program. The City may apply for HOME funds each year through the Consortium. Neighbors of Watertown, Inc. is also eligible to apply for HOME funds from the Consortium and from NYS Homes & Community Renewal as a Community Housing Development Organization (CHDO).

The Office of Planning and Community Development is responsible for oversight of the Community Development Programs.

2015-16 Accomplishments:

- ✓ Completed 2013 Small Cities CDBG grant, rehabilitating a total of 16 owner occupied homes.
- ✓ Completed 2013 and 2014 North Country Home Consortium HOME grants, rehabilitating a total of 6 owner occupied homes.
- ✓ Wrote an Analysis of Impediments to Fair Housing as required by HUD.
- ✓ Wrote the City's 2016-2020 CDBG Consolidated Plan and 2016 Annual Action Plan.
- ✓ Finalized a Memorandum of Understanding between Neighbors of Watertown, the Development Authority of the North Country and the City for the NDC Housing Rehabilitation Program.

2016-17 Goals and Objectives:

- Complete the remaining projects associated with the 2014 CDBG Entitlement program grant including the Rental Rehabilitation and Blight Removal Programs.
- Complete the remaining projects associated with the 2015 CDBG Entitlement program grant including the Owner Occupied and Rental Housing Rehabilitation Programs and the Near East Target Area Playground Project.
- Implement 2016 CDBG Entitlement program grant.
- Identify properties suitable for rehabilitation under the NDC Program.

City of Watertown

Fiscal Year: **2016-17**

Department: **Community Development**

Account Code: **CD8668**

Function: **Home and Community Services**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CD.2170 Program Income	$ (2,475)	$ 103,525	$ 50,000	$ 75,000
CD.2401 Interest Revenue	5	5	-	-
CD.4940.8601 CDBG Small Cities - 2011	290,198	-	-	-
CD.4940.8602 CDBG Small Cities - 2012	141,609	243,307	-	-
CD.4940.8603 HOME Consortium - 2012	16,820	36,776	-	-
CD.4940.8604 HOME Consortium - 2013	3,215	85,725	-	-
CD.4940.8605 Restore NY	1,009,556	1,490,444	250,000	-
CD.4940.8606 CDBG Small Cities - 2013	-	215,644	200,000	-
CD.4940.8607 CDBG Entitlement - 2014	-	223,246	400,000	350,180
CD.4940.8608 HOME Consortium - 2014	-	62,198	40,000	-
CD.4940.8609 CDBG Entitlement - 2015	-	-	784,662	642,662
CD.4940.8610 CDBG Entitlement - 2016	-	-	-	801,322
Total Revenues	$ 1,458,928	$ 2,460,870	$ 1,724,662	$ 1,869,164
Appropriated Reserves and Fund Balance				
Appropriated Fund Balance	-	-	-	117,194
Total Revenues and Appropriated Reserves / Fund Balance	$ 1,458,928	$ 2,460,870	$ 1,724,662	$ 1,986,358

Expenditures				
CD.8668.0110 Salaries	$ -	$ 15,236	$ 43,589	$ 61,469
CD.8668.0130 Wages	-	597	-	-
CD.8668.0250 Equipment	-	-	-	16,000
CD.8668.0430 Contracted Services	1,461,448	2,337,492	1,659,820	1,648,623
CD.8668.0810 NYS Retirement System	-	2,606	4,620	8,051
CD.8668.0830 Social Security	-	1,211	3,335	4,702
CD.8668.0850 Health Insurance	-	3,060	13,298	11,513
CD.9510.0900 Transfer to General Fund	-	7,402	-	26,000
CD.9950.0900 Transfer to Capital Fund	-	-	-	210,000
Total Expenditures	$ 1,461,448	$ 2,367,604	$ 1,724,662	$ 1,986,358

Fund Balance		
Beginning reserves and fund balance	$ 139,304	$ 136,784
+ Revenues	1,458,928	2,460,870
- Expenses	(1,461,448)	(2,367,604)
Ending reserve and fund balances	$ 136,784	$ 230,050
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	$ 136,784	$ 230,050

City of Watertown

Fiscal Year: **2016-17**

Department: **Community Development**

Account Code: **CD**

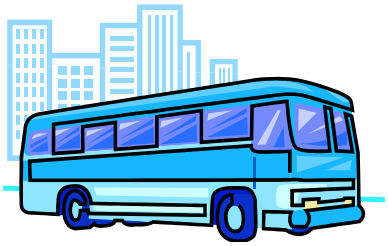
Function: **Home and Community Services**

				FY 2016-17 Adopted Budget
Personal Services				
CD.8668.0110	Salaries			
	Planning and Community Development Director (1 @ .25) *	$ 17,452		
	Senior Planner (1 @ .30) *	17,405		
	Planner (2 @ .30) ***	26,612		$ 61,469
	Total Personal Services			$ 61,469
Equipment				
CD.8668.0250	Other Equipment			
	Public Facilities - Superior Street Bus Shelter Replacement			16,000
	Total Equipment			$ 16,000
Operating Expenses				
CD.8668.0430	Contracted Services			
	Redevelopment Planning	$ 50,000		
	Public Facilities	58,000		
	Blight Removal	100,000		
	Public Services	34,500		
	Housing Programs	1,406,123		1,648,623
	Total Operating Expenses			$ 1,648,623
Fringe Benefits				
CD.8668.0810	New York State Employees' Retirement System			$ 8,051
CD.8668.0830	Social Security			4,702
CD.8668.0850	Health Insurance			11,513
	Total Fringe Benefits			$ 24,266
	TOTAL OPERATING BUDGET			$ 1,750,358
CD.9510.0900	Transfer to General Fund			
	Sidewalk Program - ADA Ramps (Performed by City DPW)			$ 26,000
				$ 26,000
CD.9950.0900	Transfer to Capital Fund			
	Near East Playgrounds Improvements			$ 90,000
	Sidewalk Program - Huntington Street			120,000
	TOTAL BUDGET			$ 210,000

* Split with A.8020 (75%) and CD.8668 (25%)
** Split with A.8020 (70%) and CD.8668 (30%)
*** (2) Split with A.8020 (70%) and CD.8668 (30%)

CD8668 – Community Development

Fiscal Year 2016-17
Vehicles and Equipment



Superior Street Bus Shelter Replacement and Improvements $16,000

This project involves the replacement of a dilapidated and undersized bus shelter located on Superior Street near the Kelsey Creek Apartment complex. In addition to upgrading the shelter, the City will construct two ADA sidewalk ramps that comply with the current ADA PROWAG requirements. This will provide an accessible route of travel from the east side of the street, adjacent to the apartment complex, to the west side of the street where the shelter is located. The improvements will occur within the Northwest Target Area, identified in our Analysis of Impediments to Fair Housing as the area within the City that has the highest disabled population. In addition to the improvements at this site, minor upgrades including the addition of bus system map information, will be made to other existing bus shelters within our target areas.

TOURISM FUND

City of Watertown
Fiscal Year: **2016-17**
Department: **Tourism Fund**
Account Code: **CT6410**
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.

2015-16 Accomplishments:

- ✓ Transferred hotel occupancy taxes to the General Fund to partially finance the Municipal Arena debt service for renovations that will significantly improve the visitor and participant experience. The Arena serves as a destination location for North Country ice, entertainment and recreational activities.

2016-17 Goals and Objectives:

- Continue transferring hotel occupancy taxes to the General Fund to partially fund the debt service on the newly renovated Municipal Arena.

City of Watertown
Fiscal Year: **2016-17**
Department: **Tourism Fund**
Account Code: **CT**
Function: **Culture and Recreation**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CT.1113 Occupancy Tax	$ 241,395	$ 231,784	$ 250,000	$ 200,000
CT.2401 Interest Earnings	23	26	100	-
Sub-Total	241,418	231,810	250,100	200,000
Appropriated Fund Balance	-	2,753	-	-
Total Revenues	$ 241,418	$ 234,563	$ 250,100	$ 200,000

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CT6410 Publicity	$ 53,559	$ 46,963	$ -	$ -
CT9510 Transfer to General Fund	187,100	187,600	250,100	200,000
Total Expenditures	$ 240,659	$ 234,563	$ 250,100	$ 200,000

Fund Balance		
Beginning reserves and fund balance	$ 51,964	$ 52,723
+ Revenues	241,418	231,810
- Expenses	(240,659)	(234,563)
Ending reserve and fund balances	$ 52,723	$ 49,970
- Fund balance appropriated to subsequent fiscal year	(7,500)	-
Unreserved un-appropriated fund balance	$ 45,223	$ 49,970

RESERVE FUNDS

City of Watertown

Fiscal Year: **2016-17**

Department: **Mandatory Reserve Fund**

Account Code: **CM**

Function: **Debt Service**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CM.2401 Interest Earnings	1,392	1,166	896	681
Sub-Total	1,392	1,166	896	681
Appropriated Fund Balance	5,706	5,692	5,714	4,182
Total Revenues	$ 7,098	$ 6,858	$ 6,610	$ 4,863

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CM.9710.6 Serial Bond Principal	$ 5,500	$ 5,500	$ 5,500	$ 4,000
CM.9710.7 Serial Bond Interest	1,598	1,358	1,110	863
Total Expenditures	$ 7,098	$ 6,858	$ 6,610	$ 4,863

Fund Balance		
Beginning reserves and fund balance	$ 34,689	$ 28,983
+ Revenues	1,392	1,166
- Expenses	(7,098)	(6,858)
Ending reserve and fund balances	$ 28,983	$ 23,291
- Fund balance appropriated to subsequent fiscal year	(5,746)	(5,714)
Unreserved un-appropriated fund balance	$ 23,237	$ 17,577

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, 2017 will be $14,550. 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.

City of Watertown

Fiscal Year: **2016-17**

Department: **Compensation Reserve Fund**

Account Code: **CR**

Function: **Employee Fringe Benefits**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CR.2401 Interest Earnings	$ 315	$ 471	$ 225	$ 250
CR.5031 Interfund Transfers	-	-	-	-
Sub-Total	315	471	225	250
Appropriated Fund Balance	-	87,529	60,000	99,750
Total Revenues	$ 315	$ 88,000	$ 60,225	$ 100,000

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CR.1930.0430 Compensation Settlement	$ -	$ -	$ -	$ -
CR.9510.0900 Transfer to General Fund	-	88,000	60,000	100,000
Total Expenditures	$ -	$ 88,000	$ 60,000	$ 100,000

Fund Balance		
Beginning reserves and fund balance	$ 317,174	$ 317,489
+ Revenues	315	471
- Expenses	-	(88,000)
Ending reserve and fund balances	$ 317,489	$ 229,960
- Fund balance appropriated to subsequent fiscal year	(88,000)	(60,000)
Unreserved un-appropriated fund balance	$ 229,489	$ 169,960

In accordance with New York State guidelines, the City has established this reserve fund for Workers' Compensation claims. As of June 30, 2015 the balance in the fund was $229,136.

City of Watertown
Fiscal Year: **2016-17**
Department: **Risk Retention**
Account Code: **CS**
Function: **Self-Funded Liability**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CS.2401 Interest Earnings	$ 221	$ 344	$ 500	$ 350
CS.5031 Interfund Transfers	105,000	105,000	105,000	105,000
Sub-Total	105,221	105,344	105,500	105,350
Appropriated Fund Balance	-	-	-	-
Total Revenues	$ 105,221	$ 105,344	$ 105,500	$ 105,350

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
CS.1740.0430 Administration	$ 31,600	$ 11,539	$ 20,000	$ 20,000
CS.1930.0430 Judgments and Claims	4,835	6,490	5,000	5,000
Total Expenditures	$ 36,435	$ 18,029	$ 25,000	$ 25,000

Fund Balance		
Beginning reserves and fund balance	$ 330,645	$ 399,431
+ Revenues	105,221	105,344
- Expenses	(36,435)	(18,029)
Ending reserve and fund balances	$ 399,431	$ 486,746
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	$ 399,431	$ 486,746

In accordance with New York State guidelines, the City has established this reserve fund to pay claims and judgments for the City's general liability. At June 30, 2015 the balance in the reserve fund was $486,746.

City of Watertown
Fiscal Year: **2016-17**
Department: **Debt Service**
Account Code: **V**
Function: **Debt Service**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
V.2710 Premium and Accrued Interest on Obligations	$ 91,253	$ -	$ -	$ -
V.5791 Proceeds of Advance Refunding	2,993,574	-	-	-
Sub-Total	3,084,827	-	-	-
Appropriated Fund Balance	-	-	-	-
Total Revenues	$ 3,084,827	$ -	$ -	$ -

Expenditures	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
V.9510 Transfer to General Fund	$ -	$ -	$ -	$ -
V.9991 Payment to Escrow Agent and Professionals	3,083,328	1,499	-	-
Total Expenditures	$ 3,083,328	$ 1,499	$ -	$ -

Fund Balance		
Beginning reserves and fund balance	$ -	$ 1,499
+ Revenues	3,084,827	-
- Expenses	(3,083,328)	(1,499)
Ending reserve and fund balances	$ 1,499	$ -
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	$ 1,499	$ -

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

SELF-FUNDED HEALTH INSURANCE FUND

City of Watertown
Fiscal Year: **2016-17**
Department: **Self-Funded Health Insurance**
Account Code: **MS1710**
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 $175,000.

2015-16 Accomplishments:

- ✓ Initiated the mail-order prescription drug program, CanaRx across all unions.
- ✓ Completed a POMCO enrollment audit.
- ✓ Continued to work with Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits.
- ✓ Completed the restatement of the Summary Plan Document.
- ✓ Contracted with a company to use their Affordable Care Act program to monitor our compliance with the government's program and aid in the issuance of the IRS document 1095.

2016-17 Goals and Objectives:

- Continue to monitor the Federal Health Care Reform Act and assess its impact on the City's Health Insurance plan. Implement new systems to fully comply with the Health Care Reform's new employer reporting requirements.
- Continue to work with the Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits.
- Increase the plan enrollees usage of the CanaRx program.
- Research available Human Resource programs to aid in the efficiency of the department and connect and use the data that is already available in KVS.

City of Watertown
Fiscal Year: **2016-17**
Department: **Self-Funded Health Insurance**
Account Code: **MS**
Function: **Employee Fringe Benefits**

Revenues	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
MS.1270 Shared Service Charges	$ 6,960,819	$ 6,985,703	$ 7,495,270	$ 7,749,466
MS.2401 Interest Revenue	1,454	2,865	2,500	2,000
MS.2680 Insurance Recovery	56,273	33,181	100,000	50,000
MS.2700 Medicare Part D Reimbursement	236,896	213,900	200,000	225,000
MS.2701 Refund of Prior Year Expenditures	34,307	97,687	-	-
MS.2708 Employee Contribution	487,505	472,889	515,160	546,959
MS.2709 Retired Employee Contribution	122,937	139,977	149,475	203,831
MS.2771 Prescription Reimbursement	147,423	226,577	160,000	240,000
Sub-Total	8,047,614	8,172,779	8,622,405	9,017,256
Appropriated Fund Balance	-	662,275	225,000	50,000
Total Revenues and Appropriated Fund Balance	$ 8,047,614	$ 8,835,054	$ 8,847,405	$ 9,067,256

Expenditures				
MS.1710 Administration	$ 553,857	$ 526,095	$ 566,405	$ 528,395
MS 9060.0430.0020 Medical Claims	4,319,677	5,512,761	5,625,000	5,573,861
MS 9060.0430.0030 Prescriptions	2,611,403	2,796,198	2,656,000	2,965,000
Total Expenditures	$ 7,484,937	$ 8,835,054	$ 8,847,405	$ 9,067,256

Fund Balance		
Beginning reserves and fund balance	$ 2,113,224	$ 2,675,901
+ Revenues	8,047,614	8,172,779
- Expenses	(7,484,937)	(8,835,054)
Ending reserve and fund balances	$ 2,675,901	$ 2,013,626
- Fund balance appropriated to subsequent fiscal year	(291,000)	(225,000)
Unreserved un-appropriated fund balance	$ 2,384,901	$ 1,788,626

City of Watertown

Fiscal Year: **2016-17**

Department: **Self-Funded Health Insurance**

Account Code: **MS**

Function: **Employee Fringe Benefits**

Budget Summary	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Adopted Budget	FY 2016-17 Adopted Budget
Personal Services				
110 Salaries	$ 20,143	$ 20,927	$ 38,063	$ 40,437
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 Allowance	-	-	-	-
Total Personal Services	$ 20,143	$ 20,927	$ 38,063	$ 40,437
Equipment				
230 Motor Vehicle	$ -	$ -	$ -	$ -
250 Other	-	-	-	-
Total Equipment	$ -	$ -	$ -	$ -
Operating Expenses				
410 Utilities	$ -	$ -	$ -	$ -
420 Insurance	336,534	265,727	265,000	243,200
430 Contracted Services	182,363	186,393	202,000	194,254
440 Fees Non Employees	2,802	40,673	37,200	29,000
450 Miscellaneous	272	-	100	1,100
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	30	489	500	650
465 Equipment < $5,000	-	658	4,200	-
Total Operating Expenses	$ 522,001	$ 493,940	$ 509,000	$ 468,204
Fringe Benefits				
810 NYS Employees' Retirement System	$ 3,799	$ 3,571	$ 4,453	$ 4,223
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,301	1,307	2,911	3,094
840 Workers' Compensation	-	-	-	-
850 Health Insurance	6,613	6,350	11,978	12,437
Total Fringe Benefits	$ 11,713	$ 11,228	$ 19,342	$ 19,754
Department Total	$ 553,857	$ 526,095	$ 566,405	$ 528,395

City of Watertown

Fiscal Year: **2016-17**

Department: **Self-Funded Health Insurance**

Account Code: **MS**

Function: **Employee Fringe Benefits**

		FY 2016-17 Adopted Budget	
Personal Services			
MS.1710.0110	Salaries		
	Human Resources Manager (.1) *	$ 6,900	
	Benefits Administrator (.8) **	33,537	$ 40,437
	Total Personal Services		$ 40,437
Operating Expenses			
MS.1710.0420	Insurance		
	Stop Loss Insurance		$ 243,200
MS.1710.0430	Contracted Services		
	POMCO Administration Fees	186,754	
	Health Insurance Tracking Software	7,500	194,254
MS.1710.0440	Fees, Non Employee		
	Attestation	2,000	
	Patient Protection and Affordable Care Act Fees	27,000	29,000
MS.1710.0450	Miscellaneous		
	Training		1,100
MS.1710.0460	Materials and Supplies		
	Supplies		650
	Total Operating Expenses		$ 468,204
Fringe Benefits			
MS.1710.0810	New York State Employees' Retirement System		$ 4,223
MS.1710.0830	Social Security		3,094
MS.1710.0850	Health Insurance		12,437
	Total Fringe Benefits		$ 19,754
	TOTAL BUDGET		$ 528,395

* Split 90% with A.1230

** Split 20% with A.1230

CAPITAL PROJECTS FUND

CITY OF WATERTOWN
FISCAL YEAR 2016-17 BUDGET
COMPUTATION OF DEBT LIMIT
As of June 30, 2016

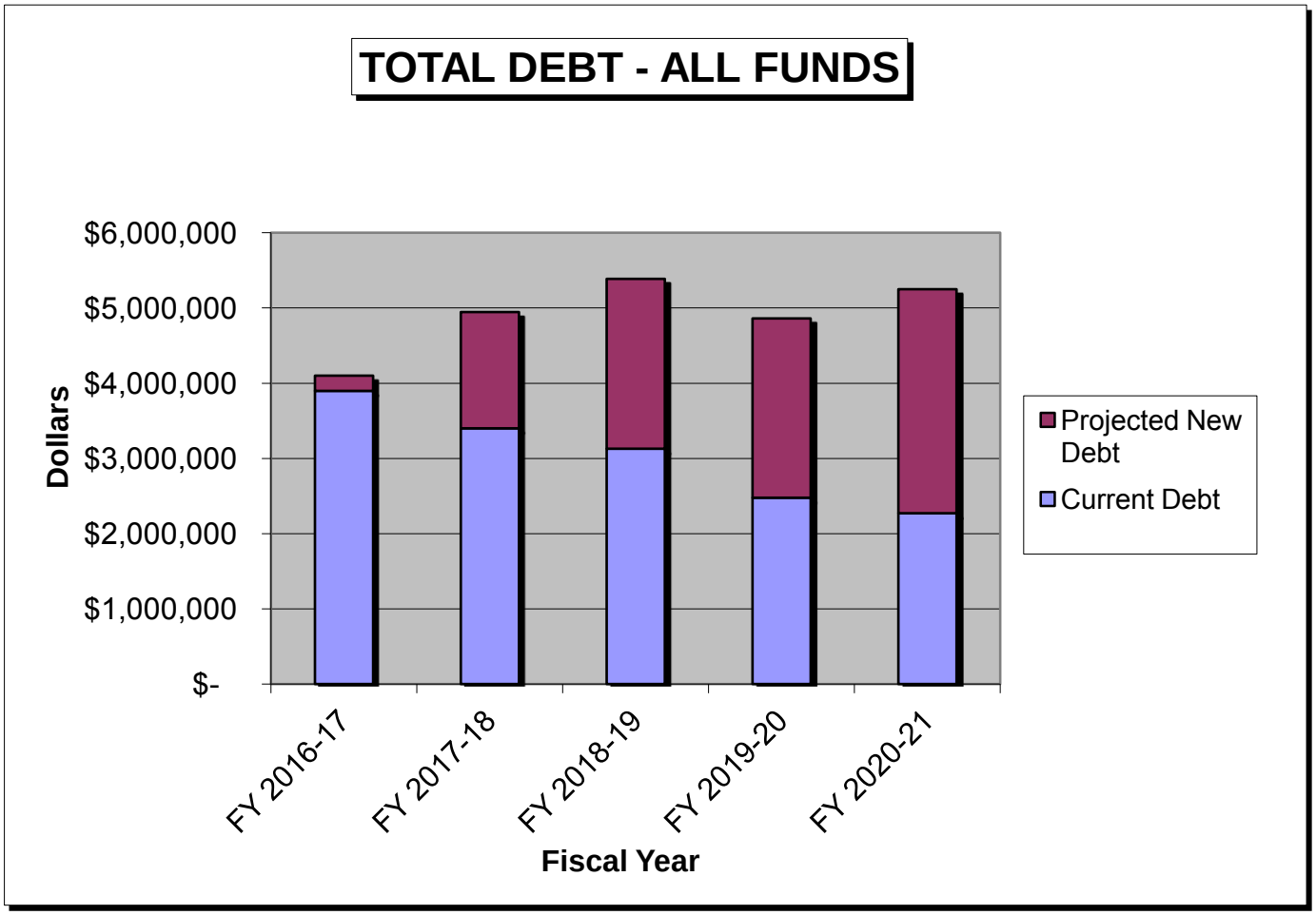
Five Year Average Full Valuation of Taxable Real Property			$ 1,164,716,022
Debt Limit - 7% thereof			$ 81,530,122
Inclusions:			
Outstanding Bonds		$ 36,409,000	
Exclusions:			
Self-liquidating Debt	$ 4,079,000		
Water Debt	5,592,327		
Sewer Debt	8,949,491		
Cash on Hand in Mandatory Reserve	17,250		
		$ 18,638,068	
Total Net Indebtedness			$ 17,770,932
Net Debt Contracting Margin			$ 63,759,190

The percent of debt contracting power exhausted is 21.80%

DEBT

ALL FUNDS

		FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Current Debt	(1)	$ 3,896,497	$ 3,401,751	$ 3,127,709	$ 2,478,064	$ 2,272,893
Projected New Debt		205,708	1,542,625	2,261,545	2,384,960	2,976,395
TOTAL		$ 4,102,205	$ 4,944,376	$ 5,389,254	$ 4,863,024	$ 5,249,287



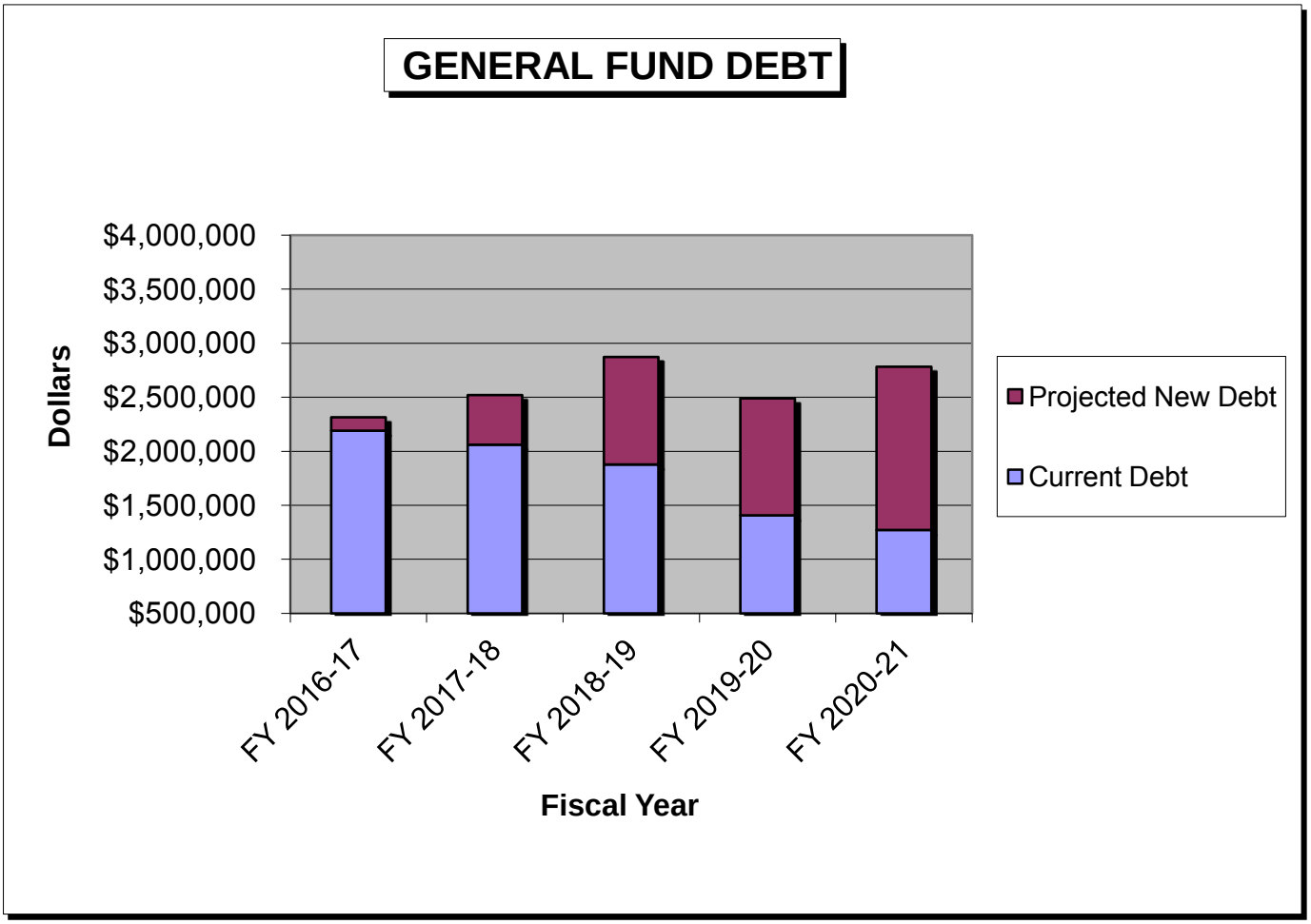
(1) Current debt is net of the following debt that will have offsetting revenues:

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Hydro-electric Plant debt	$ 644,900	$ 647,398	$ 647,455	$ 596,638	$ 602,403
Water Treatment Plant debt	$ 43,539	$ 42,450	$ 33,287	$ 33,132	$ 32,295
Wastewater Treatment Plant debt	$ 216,661	$ 519,139	$ 511,733	$ 493,272	$ 487,837

DEBT

GENERAL FUND

		FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Current Debt	(1)	$ 2,189,244	$ 2,060,045	$ 1,878,160	$ 1,406,386	$ 1,273,077
Projected New Debt		124,458	458,992	993,919	1,081,247	1,507,919
TOTAL		$ 2,313,702	$ 2,519,037	$ 2,872,079	$ 2,487,633	$ 2,780,996

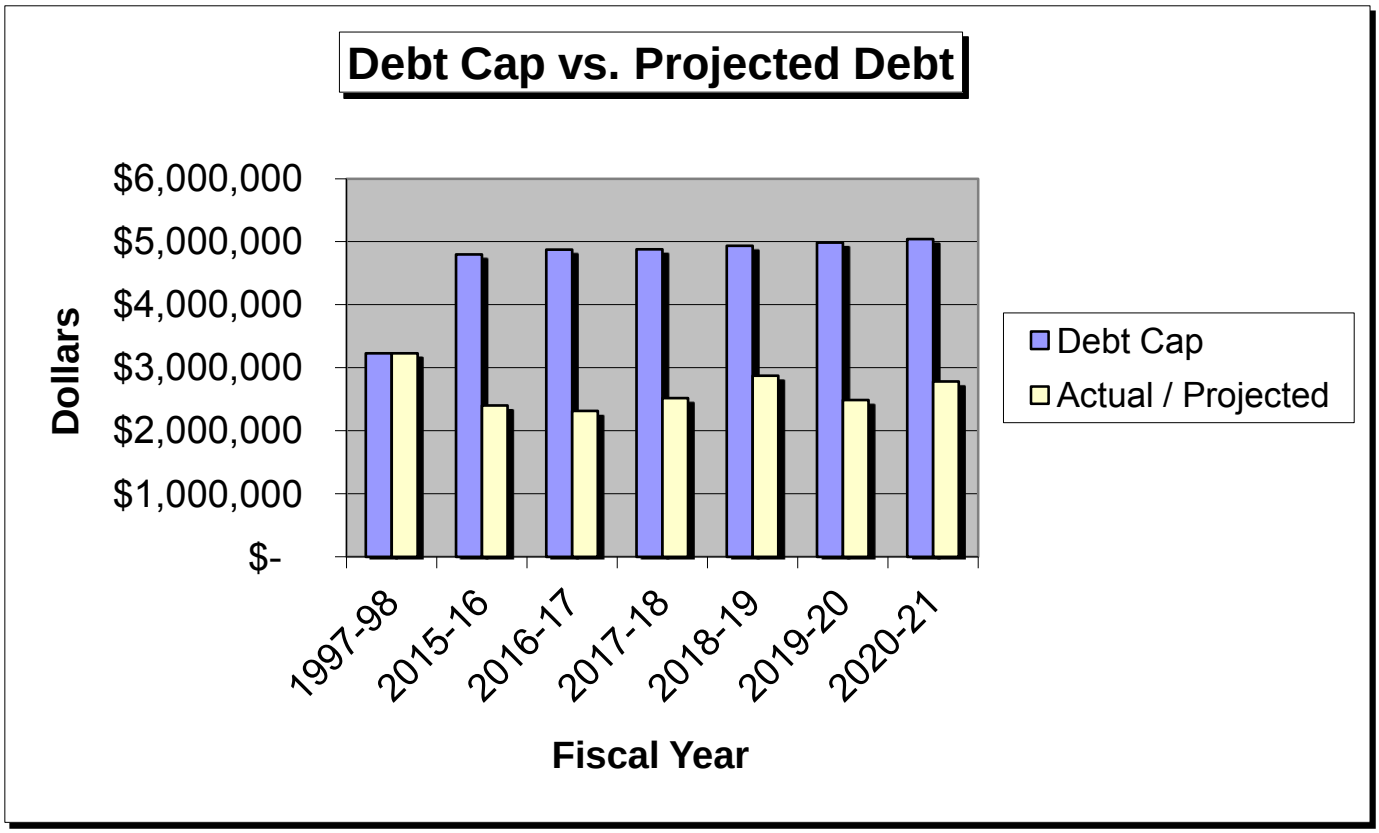


(1) Current debt is net of the following debt that will have offsetting revenues:

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Hydro-electric Plant debt	$ 644,900	$ 647,398	$ 647,455	$ 596,638	$ 602,403

GENERAL FUND DEBT CAP

Fiscal Year		Debt Cap	Actual / Projected Debt (1)
1997-98	base year	$ 3,231,475	$ 3,231,475
2015-16	actual	$ 4,797,927	$ 2,402,697
2016-17	actual	$ 4,875,758	$ 2,313,702
2017-18	projected	$ 4,881,546	$ 2,519,037
2018-19	projected	$ 4,933,707	$ 2,872,079
2019-20	projected	$ 4,986,426	$ 2,487,633
2020-21	projected	$ 5,039,709	$ 2,780,996



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.

(1) 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:

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Hydro-electric Plant debt	$ 644,900	$ 647,398	$ 647,455	$ 596,638	$ 602,403

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

GENERAL FUND - Facility Improvements

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Bus						
Security Enhancements	Grant (90%)/ Operating Transfer (10%)	$ 20,000	$ 10,000	$ -	$ 20,000	$ -
Shelters	Grant (90%)/ Operating Transfer (10%)	$ 20,000	$ 35,000	$ 20,000	$ 20,000	$ 25,000
Bus Garage Extension Design	Grant (90%)/ Debt (10%)	$ -	$ -	$ -	$ -	$ 50,000
Total Bus		**$ 40,000**	**$ 45,000**	**$ 20,000**	**$ 40,000**	**$ 75,000**
DPW Newell Street Facilities						
Exterior Freight Delivery System Modifications	Operating Transfer	$ 30,000	$ -	$ -	$ -	$ -
Newell Street Buildings Evaluations - Master Plan	Operating Transfer	$ -	$ 65,000	$ -	$ -	$ -
Total DPW Newell Street Facilities		**$ 30,000**	**$ 65,000**	**$ -**	**$ -**	**$ -**
Fairgrounds						
Dugout Rehabilitation	Operating Transfer ($10,000) / Reserve Transfer ($20,000)	$ 30,000	$ -	$ -	$ -	$ -
Scoreboard	Operating Transfer	$ -	$ 75,000	$ -	$ -	$ -
Total Fairgrounds		**$ 30,000**	**$ 75,000**	**$ -**	**$ -**	**$ -**
Fire						
Building Heating Plant - Station #1	Operating Transfer	$ -	$ 200,000	$ -	$ -	$ -
Total Fire		**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Hydro-Electric Facility						
Turbine Intake Rresurfacing	Capital Reserve Fund	$ 130,000	$ 130,000	$ 130,000	$ -	$ -
Excitation System Upgrades	Capital Reserve Fund	$ -	$ 120,000	$ -	$ -	$ -
Canal Spillway Resurfacing	Debt	$ -	$ -	$ -	$ 330,000	$ -
Total Hydro-electric Facility		**$ 130,000**	**$ 250,000**	**$ 130,000**	**$ 330,000**	**$ -**
Municipal Building						
City Court Renovations	Debt	$ 2,000,000	$ -	$ -	$ -	$ -
Air Handling Unit Replacements (3)	Debt	$ 200,000	$ -	$ -	$ -	$ -
HVAC and Building Envelope Evaluation	Operating Transfer	$ -	$ 50,000	$ -	$ -	$ -
Total Municipal Building		**$ 2,200,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**
Parking Lots						
JB Wise/Court Street Lot Retaining Wall Repair	Debt	$ -	$ -	$ -	$ 200,000	$ -
Total Parking Lots		**$ -**	**$ -**	**$ -**	**$ 200,000**	**$ -**
Police						
Range Lead Abatement	Operating Transfer	$ 65,000	$ -	$ -	$ -	$ -
Total Police		**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ -**
Pools						
Flynn Pool Boiler Replacement	Operating Transfer	$ -	$ 100,000	$ -	$ -	$ -
Total Pools		**$ -**	**$ 100,000**	**$ -**	**$ -**	**$ -**
River Parks Development						
Factory Square Park connection to Factory Street	Reserve Funds	$ 45,000	$ -	$ -	$ -	$ -
Total River Parks Development		**$ 45,000**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Thompson Park						
Playground Replacement	Debt / Grant	$ 385,000	$ -	$ -	$ -	$ -
Pinnacle Wood Walk Wall Rehabilitation	Debt	$ -	$ 150,000	$ -	$ -	$ -
Street Repair - Academy Street Entrance	Operating Transfer	$ -	$ -	$ 100,000	$ -	$ -
Total Thompson Park		**$ 385,000**	**$ 150,000**	**$ 100,000**	**$ -**	**$ -**

Total Facility Improvements	**$ 2,925,000**	**$ 935,000**	**$ 250,000**	**$ 570,000**	**$ 75,000**
Debt	$ 2,585,000	$ 350,000	$ -	$ 530,000	$ 5,000
Operating Fund Transfer	$ 239,000	$ 294,500	$ 232,000	$ 4,000	$ 2,500
Grant	$ 36,000	$ 40,500	$ 18,000	$ 36,000	$ 67,500
Reserve Fund Transfer	$ 65,000	$ 250,000	$ -	$ -	$ -
Total Facility Improvements By Funding Sources	**$ 2,925,000**	**$ 935,000**	**$ 250,000**	**$ 570,000**	**$ 75,000**

GENERAL FUND - Vehicles and Equipment

Arena						
Pickup Truck (3-12)	Operating Transfer	$ -	$ 40,000	$ -	$ -	$ -
Zamboni	Operating Transfer	$ -	$ -	$ -	$ -	$ 105,000
Total Arena		**$ -**	**$ 40,000**	**$ -**	**$ -**	**$ 105,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Bus						
Fare Collection and Processing System Upgrade	Grant (90%)/ Operating Transfer (10%)	$ 100,000	$ -	$ -	$ -	$ -
Para-transit Bus (4)	Grant (90%)/ Operating Transfer (10%)	$ 75,000	$ 75,000	$ 80,000	$ 80,000	$ -
Transit Route Signage	Grant (90%)/ Operating Transfer (10%)	$ 100,000	$ -	$ 100,000	$ -	$ -
Transit Director/Service Vehicle	Grant (90%)/ Operating Transfer (10%)	$ -	$ 36,000	$ -	$ -	$ -
Pickup Truck with Plow and Lift Gate	Grant (90%)/ Operating Transfer (10%)	$ -	$ 40,000	$ -	$ -	$ -
Vehicle Routing and Tracking System	Grant (90%)/ Operating Transfer (10%)	$ -	$ 70,000	$ -	$ -	$ -
Shuttle Bus	Grant (90%)/ Operating Transfer (10%)	$ -	$ -	$ 190,000	$ -	$ -
Four Post Vehicle Lift	Grant (90%)/ Operating Transfer (10%)	$ -	$ -	$ -	$ 125,000	$ -
Total Bus		**$ 275,000**	**$ 221,000**	**$ 370,000**	**$ 205,000**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Central Garage						
Service Truck with Crane, Air Compressor and Accessories (#1-75)	Operating Transfer	$ -	$ 85,000	$ -	$ -	$ -
Total Central Garage		**$ -**	**$ 85,000**	**$ -**	**$ -**	**$ -**
Fairgrounds						
Athletic Mower	Operating Transfer	$ -	$ 28,000	$ -	$ -	$ -
Mower	Operating Transfer	$ -	$ -	$ -	$ 100,000	$ -
Total Fairgrounds		**$ -**	**$ 28,000**	**$ -**	**$ 100,000**	**$ -**
Fire						
Turnout Gear Replacements	Operating Transfer	$ -	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Heavy Rescue Vehicle	Debt	$ -	$ -	$ 550,000	$ -	$ -
Vehicle Replacement	Operating Transfer	$ -	$ -	$ -	$ 42,000	$ -
Vehicle Replacement	Operating Transfer	$ -	$ -	$ -	$ 46,000	$ -
Engine 4 Replacement	Debt	$ -	$ -	$ -	$ 550,500	$ -
Ladder Truck Refurbishment	Debt	$ -	$ -	$ -	$ 220,000	$ -
Ladder Truck 2 Replacement	Debt	$ -	$ -	$ -	$ -	$ 1,335,000
Engine 2 Refurbishment	Debt	$ -	$ -	$ -	$ -	$ 180,000
Vehicle Replacement	Operating Transfer	$ -	$ -	$ -	$ -	$ 46,000
Total Fire		**$ -**	**$ 50,000**	**$ 600,000**	**$ 908,500**	**$ 1,611,000**
Information Technology						
Code Enforcement and Engineering Permitting Software	Operating Transfer	$ -	$ 60,000	$ -	$ -	$ -
Financial Management Software	Debt	$ -	$ 1,000,000	$ -	$ -	$ -
Total Information Technology		**$ -**	**$ 1,060,000**	**$ -**	**$ -**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Maintenance of Roads						
Tandem Axle Dump Truck	Capital Reserve Fund	$ 150,000	$ -	$ -	$ -	$ -
Semi-tractor (Used)	Operating Transfer	$ -	$ -	$ 75,000	$ -	$ -
Lowboy Trailer (35T)	Operating Transfer	$ -	$ -	$ 50,000	$ -	$ -
Single Axle Dump Truck	Capital Reserve Fund	$ -	$ -	$ 125,000	$ -	$ -
Dual Wheel Pickup Truck with Service Body	Operating Transfer	$ -	$ -	$ -	$ 45,000	$ 45,000
Regenerative Air Street Sweeper	Operating Transfer	$ -	$ -	$ -	$ -	$ 190,000
Total Maintenance of Roads		**$ 150,000**	**$ -**	**$ 250,000**	**$ 45,000**	**$ 235,000**

Municipal Maintenance						
Toolcat with Attachments (#1-88)	Operating Transfer	$ -	$ 60,000	$ -	$ -	$ -
Six person Pickup Truck with Service Body	Operating Transfer	$ -	$ -	$ 40,000	$ -	$ -
Utility Tractor with Brush Hog	Operating Transfer	$ -	$ -	$ -	$ 50,000	$ -
Stump Grinder	Operating Transfer	$ -	$ -	$ -	$ 40,000	$ -
Brush Chipper	Operating Transfer	$ -	$ -	$ -	$ 50,000	$ -
Pickup Truck with Service Body	Operating Transfer	$ -	$ -	$ -	$ 40,000	$ -
Total Municipal Maintenance		**$ -**	**$ 60,000**	**$ 40,000**	**$ 180,000**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Police						
Marked Patrol Vehicles	Operating Transfer	$ -	$ 163,000	$ 168,000	$ 174,000	$ 180,000
Un-marked Vehicles	Operating Transfer	$ -	$ 31,000	$ 32,000	$ 33,000	$ 34,000
Identification Unit Transit Van	Operating Transfer	$ -	$ 40,000	$ -	$ -	$ -
In-car Computer Rreplacements	Operating Transfer	$ -	$ 82,000	$ -	$ -	$ -
Body Worn Cameras	Operating Transfer	$ -	$ 30,000	$ -	$ -	$ -
Portable Radios (10)	Operating Transfer	$ -	$ -	$ 40,000	$ -	$ -
Mobile/Portable Software Upgrade for Trunked UHF Radios (75)	Operating Transfer	$ -	$ -	$ 80,000	$ -	$ -
Total Police		**$ -**	**$ 346,000**	**$ 320,000**	**$ 207,000**	**$ 214,000**
Pools						
Pickup Truck with Plow	Operating Transfer	$ -	$ 37,500	$ -	$ -	$ -
Total Pools		**$ -**	**$ 37,500**	**$ -**	**$ -**	**$ -**
Refuse and Recycle						
Side-load Refuse Packer	Capital Reserve Fund (16/17)/ Debt (17/18)	$ 220,000	$ 225,000	$ -	$ -	$ -
Green Waste Packer (20 yd3)	Debt	$ -	$ 160,000	$ -	$ -	$ -
Total Refuse and Recycle		**$ 220,000**	**$ 385,000**	**$ -**	**$ -**	**$ -**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Snow Removal						
Jeep with Snow Plow	Operating Transfer	$ -	$ 35,000	$ -	$ -	$ -
Tandem Axle Dump truck	Operating Transfer	$ -	$ 160,000	$ -	$ -	$ -
4x4 Snow Plow with Wing, Underbody Scraper and Sander	Capital Reserve Fund / Debt	$ -	$ 255,000	$ -	$ 265,000	$ -
Rotary Blower Refurbishment	Capital Reserve Fund	$ -	$ 130,000	$ -	$ -	$ -
4x4 Pickup with Plow and Liftgate	Operating Transfer	$ -	$ 40,000	$ 40,000	$ -	$ -
Front-end Loader (2.5yd3)	Capital Reserve Fund	$ -	$ -	$ 160,000	$ -	$ -
Skid Steer Loader	Operating Transfer	$ -	$ -	$ -	$ 42,000	$ -
Single Axle Dump Truck with Angle Plow, Spreader and Controls	Operating Transfer	$ -	$ -	$ -	$ -	$ 165,000
Total Snow Removal		**$ -**	**$ 620,000**	**$ 200,000**	**$ 307,000**	**$ 165,000**

Storm Sewers						
Single Axle Dump Truck	Capital Reserve Fund	$ 135,000	$ -	$ -	$ -	$ -
Trailer Mounted Sewer Jet (split 50% with Sewer Fund)	Operating Transfer	$ -	$ 35,000	$ -	$ -	$ -
Hydraulic Excavator (Used) (split 50% with Sewer Fund)	Operating Transfer	$ -	$ -	$ 85,000	$ -	$ -
Sewer Cleaner/Vac Truck (split 50% with Sewer Fund)	Debt	$ -	$ -	$ -	$ 175,000	$ -
Dual Wheel Pickup Truck with Service Body	Operating Transfer	$ -	$ -	$ -	$ -	$ 45,000
Total Storm Sewers		**$ 135,000**	**$ 35,000**	**$ 85,000**	**$ 175,000**	**$ 45,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Thompson Park						
Multi-Purpose Utility Vehicle	Operating Transfer	$ -	$ 28,000	$ -	$ -	$ -
Trash Packer	Operating Transfer	$ -	$ -	$ -	$ -	$ 100,000
Total Thompson Park		**$ -**	**$ 28,000**	**$ -**	**$ -**	**$ 100,000**

Total Vehicles and Equipment	**$ 780,000**	**$ 2,995,500**	**$ 1,865,000**	**$ 2,127,500**	**$ 2,475,000**
Debt	$ -	$ 1,640,000	$ 550,000	$ 1,134,500	$ 1,515,000
Operating Fund Transfer	$ 27,500	$ 1,026,600	$ 697,000	$ 732,500	$ 960,000
Grant	$ 247,500	$ 198,900	$ 333,000	$ 184,500	$ -
Reserve Fund Transfer	$ 505,000	$ 130,000	$ 285,000	$ 76,000	$ -
Total Vehicles and Equipment By Funding Sources	**$ 780,000**	**$ 2,995,500**	**$ 1,865,000**	**$ 2,127,500**	**$ 2,475,000**

GENERAL FUND - Infrastructure

Maintenance of Bridges						
Cayuga Avenue	Debt	$ -	$ 450,000	$ -	$ -	$ -
Pearl Street Bridge Rehabilitation (North Span)	Debt	$ -	$ -	$ -	$ -	$ 500,000
Total Maintenance of Bridges		**$ -**	**$ 450,000**	**$ -**	**$ -**	**$ 500,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Traffic Signals						
Washington Street and Thompson Boulevard/Chestnut Street Rebuild with Pedestrian/Audible/Visual Improvements	Grant (CHIPS)	$ 125,000	$ -	$ -	$ -	$ -
Pearl Street/East Main Street/Starbuck Avenue Rebuild	Grant (CHIPS)	$ -	$ 125,000	$ -	$ -	$ -
Coffeen Street and Rand Drive (New)	Grant (CHIPS)	$ -	$ -	$ 125,000	$ -	$ -
Mill Street and Main Avenue Rebuild	Grant (CHIPS)	$ -	$ -	$ -	$ 125,000	$ -
Mill Street and Hoard Street (New)	Grant (CHIPS)	$ -	$ -	$ -	$ -	$ 100,000
Total Traffic Signals		**$ 125,000**	**$ 125,000**	**$ 125,000**	**$ 125,000**	**$ 100,000**

Sidewalk Construction						
Sidewalk Program - Special Assessment Districts	Grant (55%) / Operating Transfer (45%)	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 125,000
Sidewalk Program - Community Development Block Grant Districts	Grant	$ 120,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Sidewalk Program - Community Development Block Grant ADA Ramps	Grant	$ -	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Flower Avenue East	Debt	$ -	$ 300,000	$ -	$ -	$ -
Harrison Street (Riggs Ave. Phase II)	Debt	$ -	$ -	$ -	$ -	$ 193,000
Newell Street (Engine Street to Whitewater Way)	Debt	$ -	$ -	$ -	$ -	$ 140,000
Engine Street CSO Phase I - Flower Ave West Reconstruction	Debt	$ -	$ -	$ -	$ -	$ 150,000
Total Sidewalk Construction		**$ 245,000**	**$ 575,000**	**$ 275,000**	**$ 275,000**	**$ 758,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

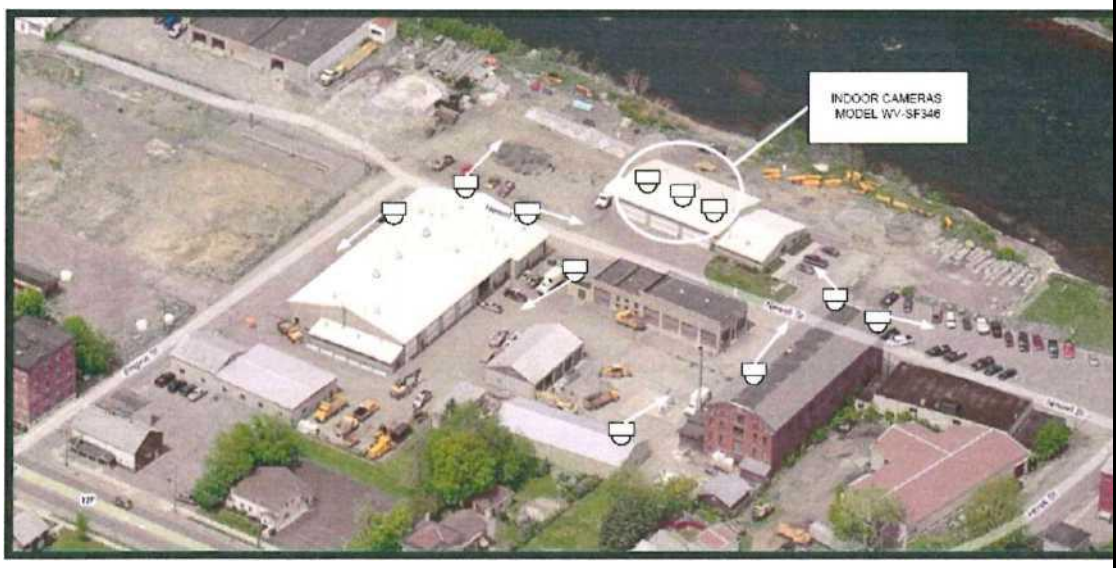
	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Storm Sewers						
Huntington Street Outfall	Operating Transfer	$ 75,000	$ -	$ -	$ -	$ -
Flower Avenue East	Debt	$ -	$ 805,000	$ -	$ -	$ -
Cooper Street Outfall	Debt	$ -	$ -	$ 225,000	$ -	$ -
Harrison Street (Riggs Ave. Phase II)	Debt	$ -	$ -	$ -	$ -	$ 988,000
Newell Street (Engine Street to Whitewater Way)	Debt	$ -	$ -	$ -	$ -	$ 190,000
Engine Street CSO Phase I - Flower Ave West Reconstruction	Debt	$ -	$ -	$ -	$ -	$ 800,000
Western Boulevard Extension	Grant (80%) / Debt (20%)	$ -	$ -	$ -	$ -	$ 500,000
Total Storm Sewers		**$ 75,000**	**$ 805,000**	**$ 225,000**	**$ -**	**$ 2,478,000**

Street Construction						
CHIPS Streets	Grant	$ 416,250	$ 450,000	$ 450,000	$ 450,000	$ 450,000
Loomus Drive (CHIPs)	Grant	$ 41,000	$ -	$ -	$ -	$ -
Western Boulevard Extension	Grant (80%) / Debt (20%)	$ 500,000	$ 500,000	$ -	$ -	$ 3,000,000
Knickerbocker Drive (CHIPs)	Grant	$ -	$ 300,000	$ -	$ -	$ -
Massey Street - Coffeen Street - Court Street Bridge	Debt	$ -	$ 100,000	$ 150,000	$ 3,300,000	$ -
Flower Avenue East	Debt	$ -	$ 1,035,000	$ -	$ -	$ -
Bellew Avenue (Arsenal St. to Coffeen St)	Debt	$ -	$ -	$ -	$ -	$ 230,000
Harrison Street (Riggs Ave. Phase II)	Debt	$ -	$ -	$ -	$ -	$ 365,000
Newell Street (Engine Street to Whitewater Way)	Debt	$ -	$ -	$ -	$ -	$ 500,000
Engine Street CSO Phase I - Flower Ave West Reconstruction	Debt	$ -	$ -	$ -	$ -	$ 505,000
Total Street Construction		**$ 957,250**	**$ 2,385,000**	**$ 600,000**	**$ 3,750,000**	**$ 5,050,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Debt	$ 100,000	$ 2,710,000	$ 255,000	$ 660,000	$ 5,261,000
Operating Fund Transfer	$ 125,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000
Grant	$ 1,177,250	$ 1,580,000	$ 920,000	$ 3,440,000	$ 3,575,000
Reserve Fund Transfer	$ -	$ -	$ -	$ -	$ -
Total Infrastructure By Funding Sources	$ 1,402,250	$ 4,340,000	$ 1,225,000	$ 4,150,000	$ 8,886,000
TOTAL	**$ 5,107,250**	**$ 8,270,500**	**$ 3,340,000**	**$ 6,847,500**	**$ 11,436,000**
Facility Improvements	$ 2,925,000	$ 935,000	$ 250,000	$ 570,000	$ 75,000
Vehicles and Equipment	$ 780,000	$ 2,995,500	$ 1,865,000	$ 2,127,500	$ 2,475,000
Maintenance of Bridges	$ -	$ 450,000	$ -	$ -	$ 500,000
Traffic Signals	$ 125,000	$ 125,000	$ 125,000	$ 125,000	$ 100,000
Sidewalk Reconstruction	$ 245,000	$ 575,000	$ 275,000	$ 275,000	$ 758,000
Storm Sewers	$ 75,000	$ 805,000	$ 225,000	$ -	$ 2,478,000
Street Reconstruction	$ 957,250	$ 2,385,000	$ 600,000	$ 3,750,000	$ 5,050,000
General Fund Grand Total by Category	**$ 5,107,250**	**$ 8,270,500**	**$ 3,340,000**	**$ 6,847,500**	**$ 11,436,000**
Debt	$ 2,685,000	$ 4,700,000	$ 805,000	$ 2,324,500	$ 6,781,000
Operating Fund transfer	$ 391,500	$ 1,371,100	$ 979,000	$ 786,500	$ 1,012,500
Grant	$ 1,460,750	$ 1,819,400	$ 1,271,000	$ 3,660,500	$ 3,642,500
Reserve Fund Transfer	$ 570,000	$ 380,000	$ 285,000	$ 76,000	$ -
General Fund Grand Total By Funding Sources	**$ 5,107,250**	**$ 8,270,500**	**$ 3,340,000**	**$ 6,847,500**	**$ 11,436,000**

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
BUS SYSTEM

PROJECT DESCRIPTION	COST
Bus Security Monitoring System A component of the Federal Transit Administration mandates that urban transit providers invest a minimum of 1 percent of the 5307 funded dollars into security equipment at its facility. This project covers the purchase and installation of five internal and eight exterior cameras that will provide continuous coverage of all transit relates assets at the Newell Street facility to include fueling island, dedicated maintenance bays, garage parking bays, Fleet Maintenance and CitiBus Operations Buildings exteriors as well as employee and customer parking areas. Assuming both FT A and DOT approval of this system, the cost sharing is based upon an 80/10/10 contribution with the City's total cost estimated at $2,000. This project will enable us to meet the mandated investment for the Federal Government's 2015/2016 and 2016/2017 fiscal years.  Funding to support this project will be from Federal reimbursements ($16,000), NYS reimbursements ($2,000) and through a transfer from the General Fund ($2,000) (A.9950.0900).	$20,000
TOTAL	$20,000

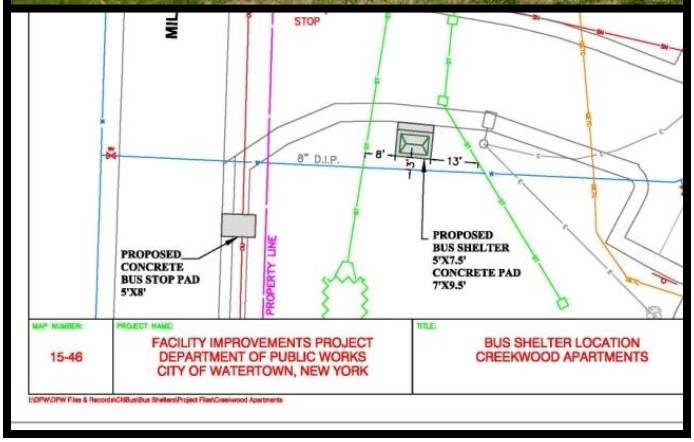
FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
BUS SYSTEM

PROJECT DESCRIPTION	COST
Mill Street-Creekwood Apartments Bus Shelter Installation	$20,000

In cooperation with the owners and management staff, and as a result of an internal bus shelter placement needs evaluation relative to existing and future passenger embarkations, the installation of a pre-fabricated shelter and related equipment at the Creekwood Apartments in the vicinity of the current CitiBus bus stop is proposed.

The bus shelter will be connected to an existing ADA compliant sidewalk, thus satisfying the accessible routes mandate.

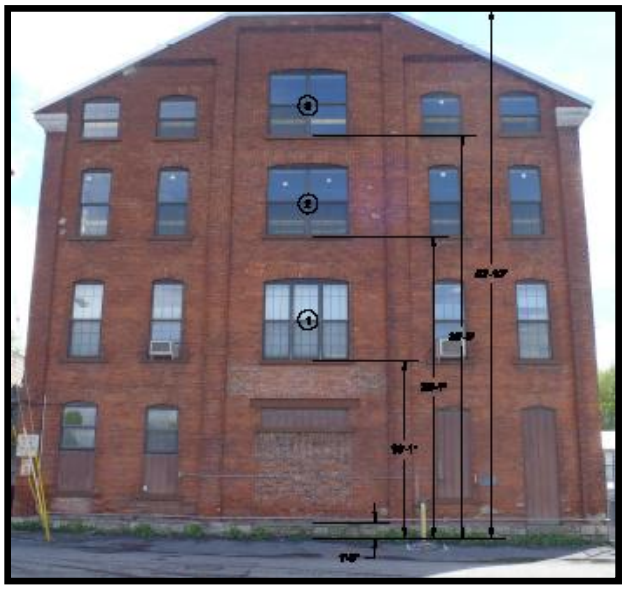
This project will be funded through a Federal Transit Administration Section 5307 grant with Federal-State-City percentage contributions of 80/10/10, and will be installed by City force account labor and equipment.



Funding to support this project will be from Federal reimbursements ($16,000), NYS reimbursements ($2,000) and through a transfer from the General Fund ($2,000) (A.9950.0900).

TOTAL	$20,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
NEWELL STREET FACILITY

PROJECT DESCRIPTION	COST
Exterior Freight Delivery System This project will enable the City to eliminate the previously identified, fiscal year 2016/2017, $800,000, Administration Building Freight Elevator Replacement Project. The scope involves the installation of freight access doors on each of the three upper floors which will facility access of materials via the use of a telescopic materials loader equipped with a freight handling platform. The telescopic materials loader will procured via a daily rental agreement on an as needed basis.  Funding to support this project will be from a transfer from the General Fund (A.9950.0900)	$30,000
TOTAL	$30,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FAIRGROUNDS

PROJECT DESCRIPTION	COST
Fairgrounds Baseball Dugout Repair This funding supports repair of the masonry wall of the baseball dugout at the Fairgrounds Baseball field. The existing masonry wall has sheared, and is being pushed laterally by earth and water pressures. Repair is necessary before additional shifting occurs, deeming the structure unsafe. Funding to support this project will be from the Fairgrounds Capital Reserve Fund ($20,000) and a transfer from the General Fund ($10,000) (A 9950.0900).	$30,000
TOTAL	$30,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
BUS SYSTEM

PROJECT DESCRIPTION	COST
Basic Bus Stop Pad & Routing Signage Installation One of the primary goals of CitiBus is to provide all transit riders with safe and accessible waiting areas that are located out of the flow of pedestrian traffic. Said stop locations should, at a minimum, be equipped with accurate and up-to-date bus stop signage, stop pads, and accessible connectivity to sidewalks. While current CitiBus policy allows passenger embarkation at all street intersection, this funding will begin the phased upgrade of the highest served locations (based upon actual usage data). We anticipate being able to install 40 to 50 "Basic" Bus Stops as depicted below. This initial project will be funded through a Federal Transit Administration Section 5307 grant with Federal-State-City percentage contributions of 80/10/10, and will be installed by City force account labor and equipment. Funding to support this project will be from Federal reimbursements ($80,000), NYS reimbursements ($10,000) and through a transfer from the General Fund ($10,000) (A.9950.0900).	$100,000
TOTAL	$100,000

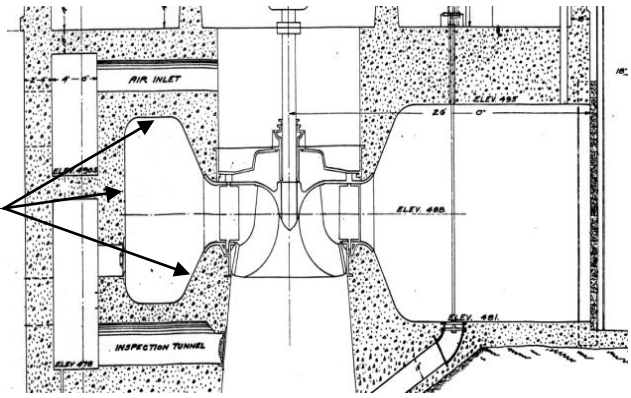
FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
BUS SYSTEM

PROJECT DESCRIPTION	COST
Electronic Fare Collection and Processing System A key component of the scheduled CitiBus Transit Bus Fleet replacement program will be the additional onboard installation of the state of the art, fare box collection system capable of integrating expanded smart card capabilities, magnetic tickets and cash collection with the ability to accommodate web based fare collection. The proposed units will be free standing and ADA compliant. Purchased through a Federal Transit Administration Section 5307 grant with Federal-State-City percentage contributions of 80/10/10, these units will be installed by the bus manufacturer prior to delivery to the City. Funding to support this project will be from Federal reimbursements ($80,000), NYS reimbursements ($10,000) and through a transfer from the General Fund ($10,000) (A.9950.0900).	$100,000
TOTAL	$100,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
BUS SYSTEM

PROJECT DESCRIPTION	COST
Para-transit Bus Vehicle PT-500 is a 2008 Ford E450 14 passenger bus used for the City's complementary para-transit service. The vehicle has approximately 71,000 miles and is one of three similar units used for the para-transit service. While the Federal Transit Administration prefers/allows these vehicles to be rotated on a five year replacement schedule the current lag is due to the delay associated with CitiBus becoming vetted into Region 2 and our reclassification as a 5307 recipient. This purchase is funded through 80% federal share, 10% NYS share and 10% City share. The replacement will be purchased from the NYSOGS purchase plan. The present unit will be traded or sold at auction. One of the former para-transit units was placed into service at Public Works and is used for the department's sewer lateral inspection/cleaning equipment. Funding to support this project will be from Federal reimbursements ($60,000), NYS reimbursements ($7,500) and through a transfer from the General Fund ($7,500) (A.9950.0900).	$75,000
TOTAL	$75,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
HYDRO-ELECTRIC FACILITY

PROJECT DESCRIPTION	COST
Turbine Intake Chambers Resurfacing The floors, walls, and ceilings of the intake chambers are suffering from extreme spalling from years of water erosion. The chambers were last resurfaced in the 1997 – 2000 rehabs of the turbines. However, the resurfacing was not reinforced and did not last. In some cases there are holes in the concrete that are a few inches deep, and the size of a tennis ball. The result of this is that the fluid dynamics of the water flowing through the chambers has changed, and cavitations are being created. These cavitations are subtle; but can be sensed as vibrations, and the cavitations are also affecting production. Areas being affected by spalling.  Funding to support this project will be through a transfer from the General Fund (A.9950.0900).	$130,000
TOTAL	$130,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING

PROJECT DESCRIPTION	COST
City Court Renovations This funding supports the renovation of City Court to accommodate a second court room, and ancillary spaces. The proposed renovation plan includes a 700 square foot Civil Courtroom, additional restrooms, locker rooms, office space, attorney-client rooms, a secure prisoner access space in the basement and elevator, and security improvements. Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2017-18 debt service of $193,333.	$2,000,000
TOTAL	$2,000,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING

PROJECT DESCRIPTION	COST
Air Handler Replacement This funding supports the replacement of the three existing Air Handlers located in City Hall. The boilers are original to the building, have undergone extensive repairs to keep in service, and are at the end of their useful life. Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2017-18 debt service of $26,000.	$200,000
TOTAL	$200,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING

PROJECT DESCRIPTION	COST
Thompson Park Playground This funding supports the replacement of the Children's Playground at Thompson Park. City staff interviewed numerous playground companies and has selected Parkitects to assist with the design and installation of a brand new playground. The $385,000 will be used to cover the demolition, equipment, installation of equipment, and surfacing. The City did receive a $50,000 grant from NYS Senator Patty Ritchie for the new playground. Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2017-18 debt service of $43,550.	$385,000
TOTAL	$385,000

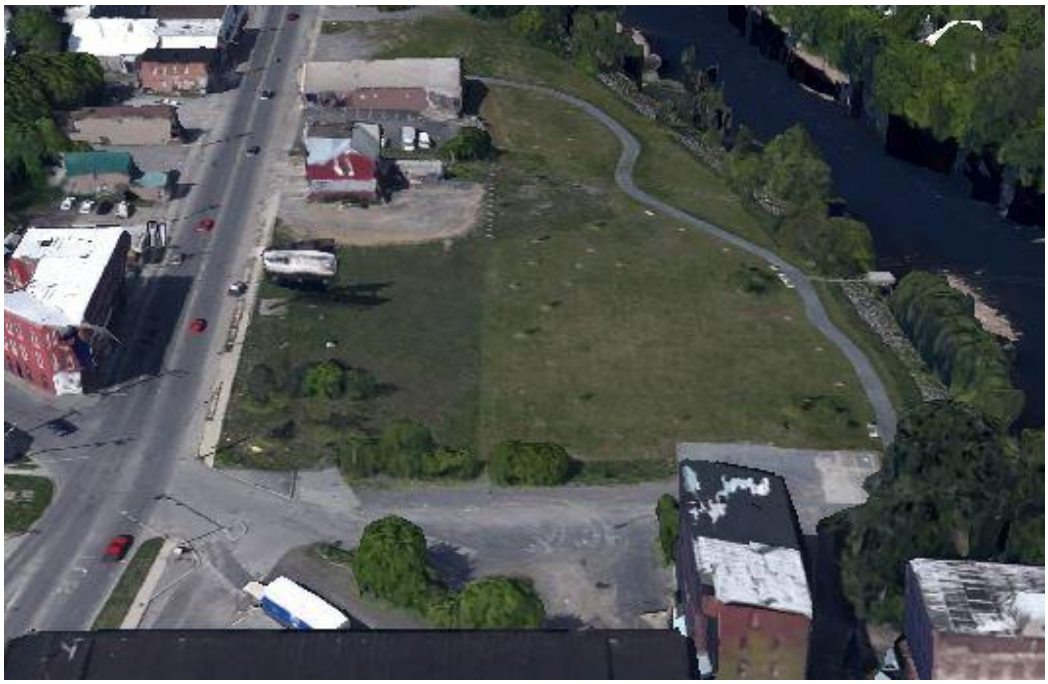
FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
PLAYGROUNDS

PROJECT DESCRIPTION	COST
Near East Target Area Playground Improvement Projects This Community Development Block Grant (CDBG) project consists of major upgrades at two playground facilities within the CDBG Near East target area. The project will include upgrades to both the Academy Street Playground and the North Hamilton Street Playground. The improvements planned for the Academy Street Playground include the installation of new sidewalks, fencing, landscaping, site amenities and a new playground structure. The improvements planned for the North Hamilton Street Playground include the installation of a small basketball area, fencing, site amenities, landscaping and a new playground structure. Academy Street Playground $52,200 North Hamilton Street Playground $37,800 Funding to support this project will be a transfer from the Community Development Fund (CD.9950.0900).	$90,000
TOTAL	$90,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POLICE RANGE

PROJECT DESCRIPTION	COST
Police Range Lead Abatement Project This purpose of this project is to remove the excess buildup of lead in the Watertown Police Department Firing Range backstop. The range has been in operation since 1985 and has not been cleaned of lead since that time. The current hazards include the heightened risk of ricochet and lead contamination. The project includes the excavation and screening of the soil, recovery of lead for recycling, treatment of the soil with a lead stabilization reagent (EPA approved) and range restoration. Funding to support this project will be through a transfer from the General Fund (A.9950.0900).	$65,000
TOTAL	$65,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
RIVER PARKS DEVELOPMENT

PROJECT DESCRIPTION	COST
Factory Square Park Connection to Factory Street This project involves the extension of the existing riverfront trail system within Factory Square Park so that the trail connects with the sidewalk and bike lanes located on Factory Street. The project includes the paving of 550' of an existing stone dust trail and the construction of 765' of new trail to complete the street connections on the west and east ends of the park. By connecting Factory Square Park with the pedestrian and bicycling network on Factory Street it will provide safe and direct access to the park from surrounding neighborhoods and will complete another section of the riverfront trail and walkway system that will one day span the entire length of the Black River in the City.  Funding to support this project will be through a transfer from the Black River Fund.	$45,000
TOTAL	$45,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
MAINTENANCE OF ROADS

PROJECT DESCRIPTION	COST
Tandem Axle Dump Truck Vehicle 1-011 is a 1999 Mack R Model tandem axle dump truck. The present chassis has nearly six thousand five hundred (6500) operating hours. The truck is a "glider kit, thereby the engine, transmission, and the rear tandem drive axle assemblies are from the City's original 1983 Mack dump truck. The original engine and drive train assembly (1983) have in excess of twenty thousand (20,000) hours. The transmission has been replaced. In 1999 a new frame and cab along with a new dump box was purchased and the 1983 drive train was installed in the "new glider" chassis. The cab is showing signs of corrosion deterioration. The engine has excessive oil consumption. The power train has reached the end of its life expectancy. The truck will be replaced by a like model from an existing municipal contract. The present truck will be "traded in" towards the purchase of the new truck. Funding to support this project will be from a transfer from the General Fund Capital Reserve Fund (A.9950.0900).	$150,000
TOTAL	$150,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
REFUSE AND RECYCLING

PROJECT DESCRIPTION	COST
Side-Load Refuse Packer Truck	$220,000
Vehicle 1-001is a 2007 Freightliner single axle refuse packer with stand up right hand auxiliary steering. It is equipped with a 23yd^3 side load refuse packer body. The truck has approximately 13,500 operating hours. The truck has given the City nearly ten years of reliable service. This truck will be replaced by a tandem axle dual drive side load refuse packer with a 50% greater capacity (33yd^3) than the present unit. The present truck will be kept in service as a backup unit.	
Funding to support this project will be from a transfer from the General Fund Capital Reserve Fund (A.9950.0900).	
TOTAL	$220,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
STORM SEWERS

PROJECT DESCRIPTION	COST
Single Axle Dump Truck Vehicle 1-041 is a 1987 International 2600 single axle dump truck that has approximately 15,000 operating hours. The unit was originally used as a sander and much of the present corrosion is due to its original use. The truck has been used the past summers by the sidewalk replacement program. The truck will be replaced with a like unit. The present unit will be retro-fitted with a tank and accessories to dispense liquid brine. This truck has served the City's needs for nearly thirty years and can continue with limited use in the winter as a brine applicator. Due to its age certain vehicle specific parts are becoming extremely hard to locate. Funding to support this project will be from a transfer from the General Fund Capital Reserve (A.9950.0900).	$135,000
TOTAL	$135,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
STORM SEWER

PROJECT DESCRIPTION	COST
Huntington Street Storm Sewer Outfall Replacement Replacement of a 36” storm sewer outfall and concrete headwall along the Black River, at Huntington St. and Colorado Ave. North. The rock ledge supporting the existing headwall blew out and has created a sink hole near the road. Due to accessibility constraints, and the proximity to the river, the headwall and pipe will be replaced. Funding to support this project will be from a transfer from the General Fund (A.9950.0900).	$75,000
TOTAL	$75,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
TRAFFIC SIGNALS
THOMPSON BOULEVARD/WASHINGTON STREET

PROJECT DESCRIPTION	COST
Thompson Blvd. at Washington St. Traffic Signal Replacement This funding supports the replacement of the existing span wire traffic signal at Washington St. and Thompson Blvd, as well as the addition of accessible pedestrian signals and handicap ramp upgrades. The existing span wire traffic signal system was constructed in 1982 as a NYSDOT project, and will require complete controller upgrades to accommodate accessible pedestrian signal infrastructure. Due to the age of the system, and geometry changes to the crosswalks and intersection, a new mast arm traffic signal system will be installed as part of the project. Funding to support this project will be CHIPs.	$125,000
TOTAL	$125,000

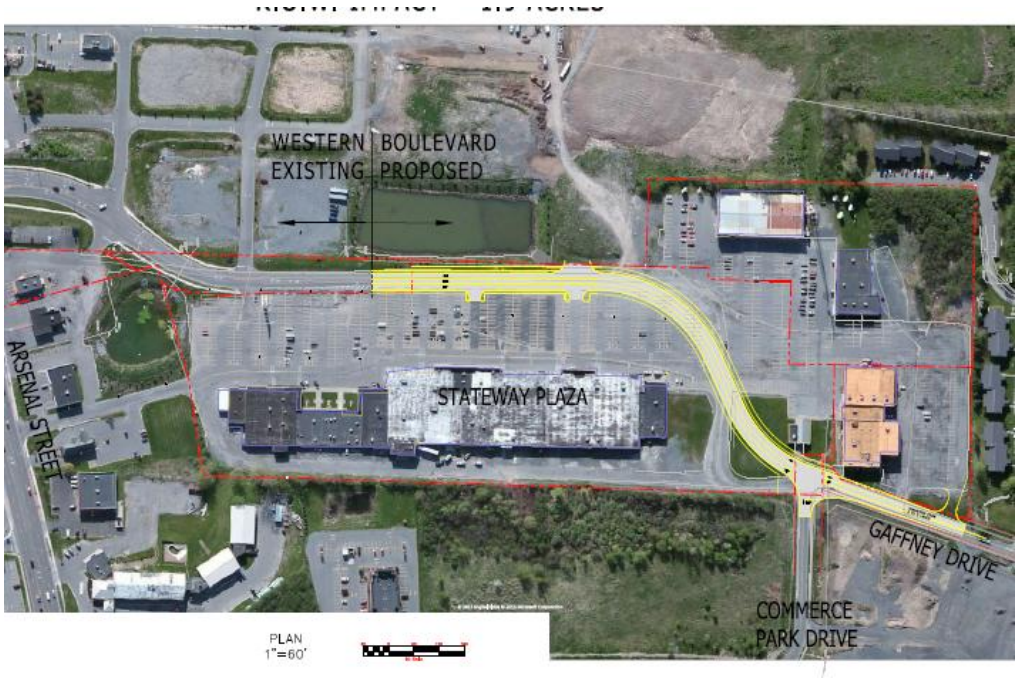
FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALK CONSTRUCTION

PROJECT DESCRIPTION	COST
Annual City Sidewalk Replacement Program This funding supports the City's Sidewalk Improvement Special Assessment District #11. Areas included in this district are the 100 Block of Division St East, and the 800 & 900 Block of Mill St. Funding to support this project will be through special assessment billings ($75,000) and a transfer from the General Fund (A 9950.0900- $50,000).	$125,000
TOTAL	$125,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALK CONSTRUCTION

PROJECT DESCRIPTION	COST
Community Development Block Grant (CDBG) Sidewalk Project – Huntington Street Phase 2 The CDBG Sidewalk Project involves the construction of approximately 2,350 linear feet of new sidewalks on Huntington Street between Michigan Avenue North and Hamilton Street North using CDBG grant funding provided by HUD. The project is located in the City's CDBG Near East Target Area and is eligible for CDBG funding because it meets HUD's primary national objective of benefiting low and moderate income persons. In addition to meeting an important need identified in our Consolidated Plan, the project will have the added benefit of improving the pedestrian infrastructure along the riverfront. This sidewalk will link to recent trail improvements and Waterworks Park located to the east. Funding to support this project will be a transfer from the Community Development Fund (CD.9950.0900).	$110,000
TOTAL	$110,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
STREETS

PROJECT DESCRIPTION	COST
Western Boulevard Extension Design Construction of a 1,500 linear of foot extension of Western Boulevard through the Stateway Plaza, and connecting to Gaffney Drive. This project would consist of property acquisition, storm sewers, at least one signalized intersection, and new sidewalk, as well as reconfiguration of Stateway Plaza's parking lots.  Funding to support this project after anticipated Federal reimbursement of 80% of the project will be through the issuance of a 15 year serial bond with projected FY 2021-22 debt service of $10,167 for both the General Fund.	$500,000
TOTAL	$500,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
STREET IMPROVEMENTS

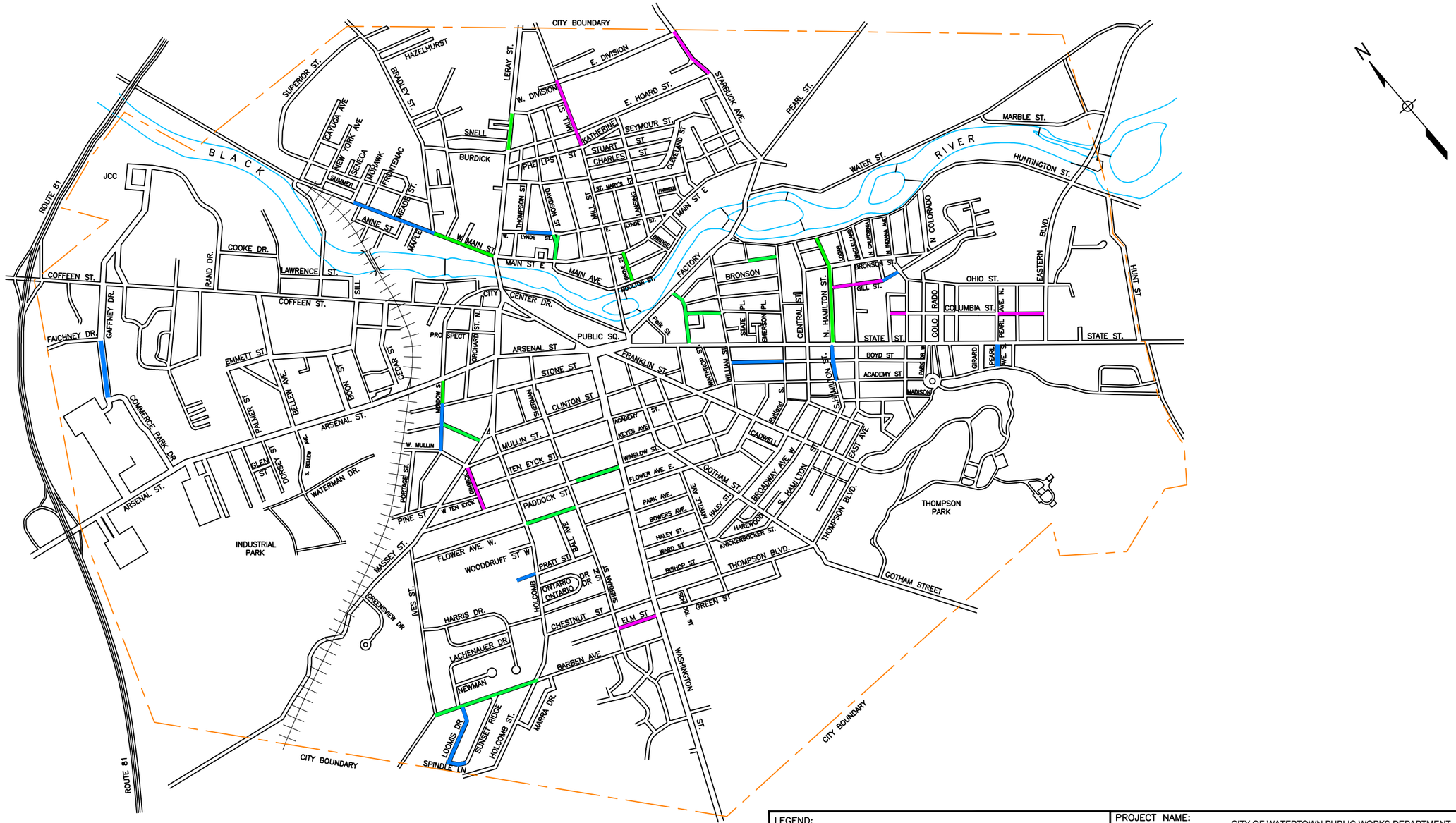
PROJECT DESCRIPTION	COST
Loomus Drive/Spindle Lane Overlay The City of Watertown formally accepted the conveyance of Loomus Drive and Spindle Lane, and associated Water, Sanitary Sewer and Storm Sewers as dedicated City streets. This project will address the curb line anchor zone milling as well as the overlay of the existing/original road "binder" layer starting at the intersection of Barben Avenue and running approximately 1,700 linear feet to the Spindle Lane abutment with Sunset Ridge. Funding to support this project will be CHIPs.	$41,000
TOTAL	$41,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
INFRASTRUCTURE
STREETS – CHIPS PAVING PROGRAM

STANDARD STREET PAVING			
STREET	FROM	TO	COST
Boyd Street	William Street	Rutland Street South	$ 25,500
Lynde Street West	Davidson Street	Thompson Street	$ 15,750
Gaffney Drive	Faichney Drive	Commerce Park Drive	$ 20,000

SURFACE MILL, CURBING AND PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Hamilton Street South	State Street	Academy Street	$ 58,750
Meadow Street South	Stone Street	Mullin Street West	$ 64,250
Main Street West	Bradley Street	Mohawk Street	$ 56,250

BASE RECONSTRUCTION BY CITY CREWS			
STREET	FROM	TO	COST
Gill Street	California Ave North	Indiana Ave North	$ 57,000
Pearl Avenue South	State Street	Olmstead Drive	$ 62,250
Pratt Street	Holcomb Street	End	$ 56,500
		Total:	$ 416,250



LEGEND:

- PROJECTS COMPLETED 2012–2014
- PROJECTS COMPLETED FY 2015–16
- PROJECTS TO BE COMPLETED FY 2016–17

REVISION:	DESCRIPTION OF REVISION:	DATE:	BY:

PROJECT NAME:	CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT
DESIGNED BY:	SD
DRAWN BY:	FG
APPROVED BY:	
DATE:	03/30/16
DATE:	
SCALE:	N.T.S
TITLE:	2010-2015 STREET OVERLAY PROJECTS
MAP NUMBER:	

MAP NUMBER:	PROJECT NAME:	TITLE:
	CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT	2012-2017 STREET OVERLAY AND RECONSTRUCTION PROJECTS

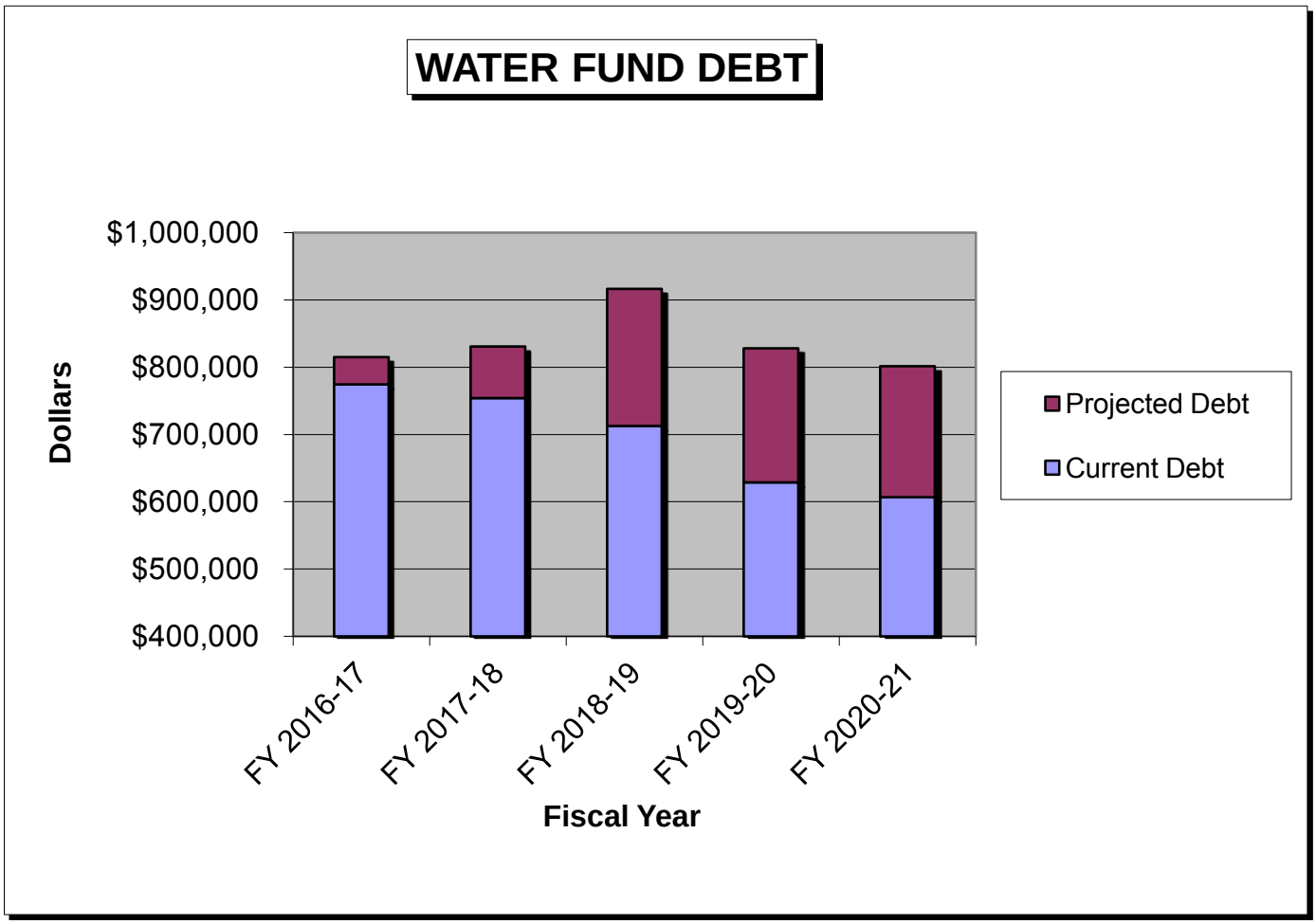
CITY OF WATERTOWN, NEW YORK
DEPARTMENT OF PUBLIC WORKS
ROOM 206, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601

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

DEBT

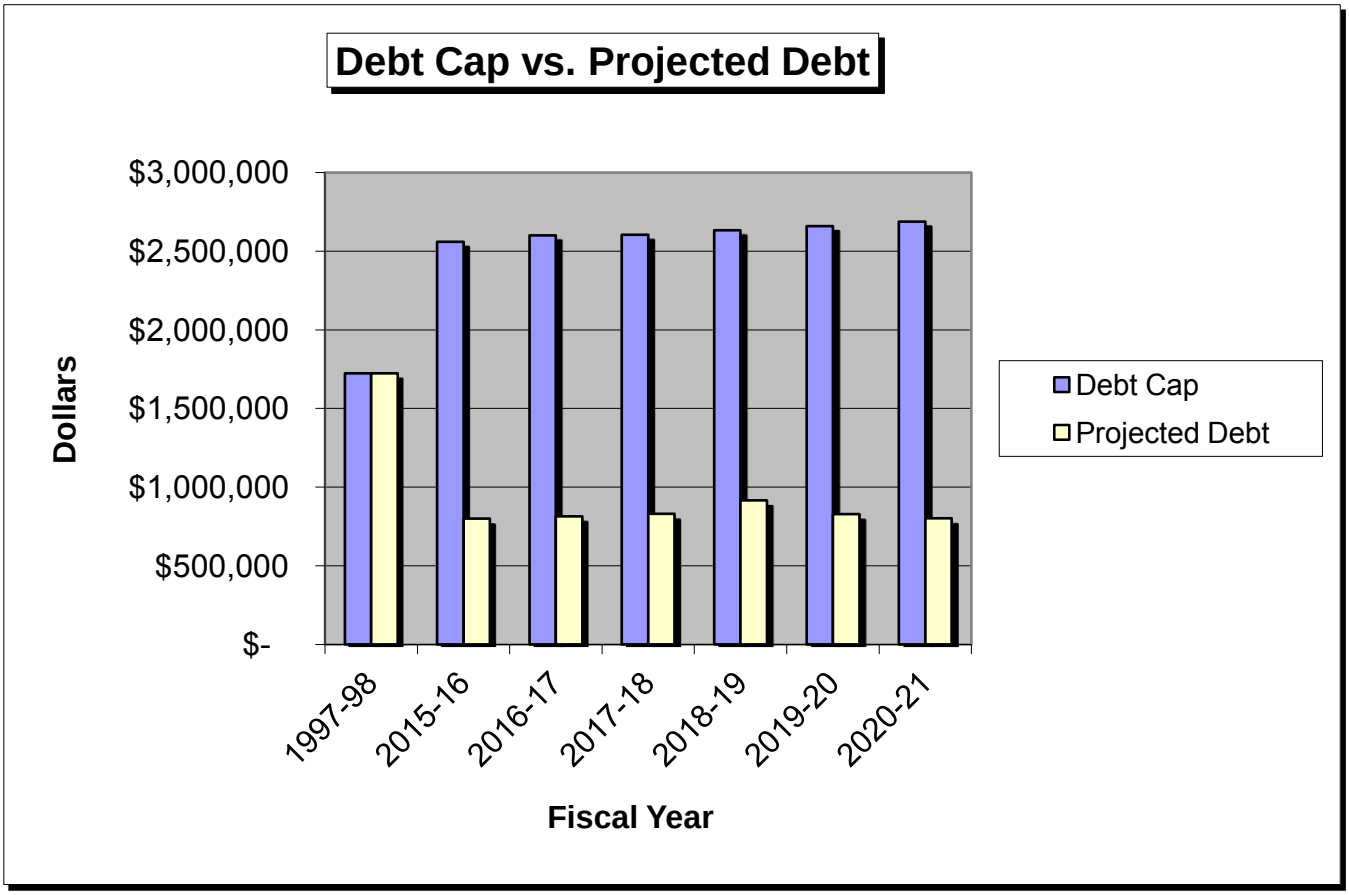
WATER FUND

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Current Debt	$ 774,508	$ 754,185	$ 712,497	$ 628,962	$ 606,558
Projected New Debt	40,625	76,313	203,592	199,138	194,683
TOTAL	$ 815,133	$ 830,498	$ 916,089	$ 828,100	$ 801,242



WATER FUND DEBT CAP

Fiscal Year		Debt Cap	Actual / Projected Debt
1997-98	base year	$ 1,724,127	$ 1,724,127
2015-16	actual	$ 2,559,895	$ 799,203
2016-17	actual	$ 2,601,421	$ 815,133
2017-18	projected	$ 2,604,509	$ 830,498
2018-19	projected	$ 2,632,339	$ 916,089
2019-20	projected	$ 2,660,467	$ 828,100
2020-21	projected	$ 2,688,895	$ 801,242



The water fund has a self-imposed debt cap established by City Council. The base year for the cap is FY
The City excludes the debt payments (actual and projected) related to the water service contract with the

Debt excluded from the debt cap calculation:

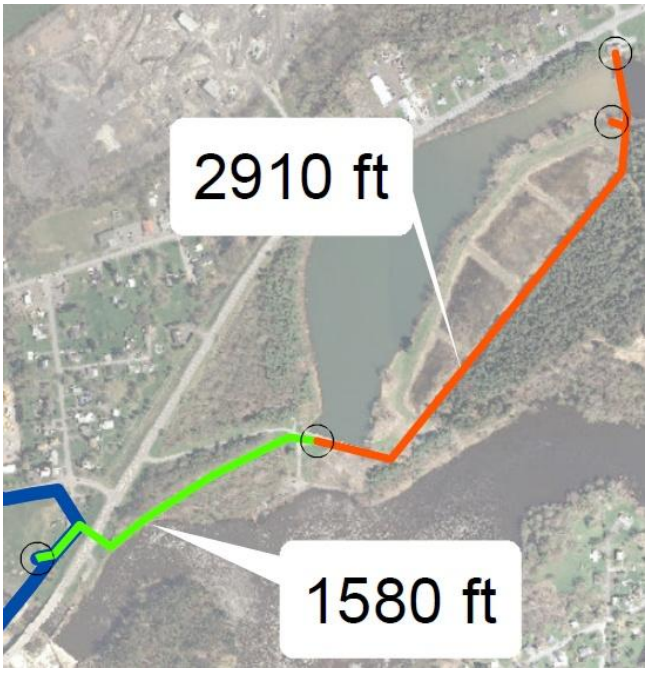
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Water Treatment Plant debt	$ 43,539	$ 42,450	$ 33,287	$ 33,132	$ 32,295

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

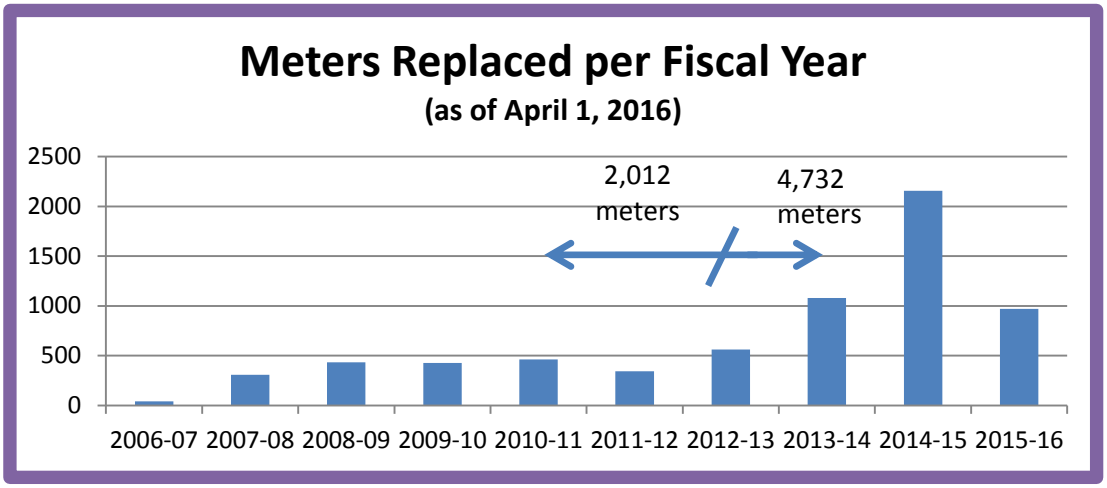
WATER FUND

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Facility Improvements						
Fiber Optic Expansion	Operating Transfer	$ 56,000	$ -	$ -	$ -	$ -
Total Facility Improvements		**$ 56,000**	**$ -**	**$ -**	**$ -**	**$ -**
Vehicles and Equipment						
Meter Replacement Program	Debt	$ 225,000	$ -	$ -	$ -	$ -
Backhoe Loader	Operating Transfer	$ -	$ 125,000	$ 125,000	$ -	$ -
Pick-up Truck	Operating Transfer	$ -	$ 30,000	$ -	$ -	$ -
Air Compressor	Operating Transfer	$ -	$ -	$ -	$ 20,000	$ -
Pickup Truck (Compact)	Operating Transfer	$ -	$ -	$ -	$ -	$ 30,000
Total Vehicles and Equipment		**$ 225,000**	**$ 155,000**	**$ 125,000**	**$ 20,000**	**$ 30,000**
Water Mains						
Flower Avenue East	Debt	$ -	$ 1,150,000	$ -	$ -	$ -
Knickerbocker Drive	Debt	$ -	$ 150,000	$ -	$ -	$ -
Harrison Street (Riggs Ave. Phase II)	Debt	$ -	$ -	$ -	$ -	$ 640,000
Newell Street (Engine Street to Whitewater Way)	Debt	$ -	$ -	$ -	$ -	$ 383,000
Engine Street CSO Phase I - Flower Ave West Reconstruction	Debt	$ -	$ -	$ -	$ -	$ 415,000
Total Water Mains		**$ -**	**$ 1,300,000**	**$ -**	**$ -**	**$ 1,438,000**
WATER FUND GRAND TOTAL		**$ 281,000**	**$ 1,455,000**	**$ 125,000**	**$ 20,000**	**$ 1,468,000**
Facility Improvements		$ 56,000	$ -	$ -	$ -	$ -
Vehicles and Equipment		$ 225,000	$ 155,000	$ 125,000	$ 20,000	$ 30,000
Water Main Replacement		$ -	$ 1,300,000	$ -	$ -	$ 1,438,000
Water Fund Grand Total By Type		**$ 281,000**	**$ 1,455,000**	**$ 125,000**	**$ 20,000**	**$ 1,468,000**
Debt		$ 225,000	$ 1,300,000	$ -	$ -	$ 1,438,000
Operating Fund Transfer		$ 56,000	$ 155,000	$ 125,000	$ 20,000	$ 30,000
Grant		$ -	$ -	$ -	$ -	$ -
Water Fund Grand Total By Funding Sources		**$ 281,000**	**$ 1,455,000**	**$ 125,000**	**$ 20,000**	**$ 1,468,000**

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
BASIN FIBER OPTIC EXPANSION

PROJECT DESCRIPTION	COST
Coagulation Basin Fiber Optic Expansion This project is to expand the City fiber optic network to include the Water facilities located at each end of the Coagulation Basin. New fiber lines will be connected to the Marble Street facility, where an existing fiber junction is already in place. From this location, the lines will be brought in via aerials to the Low Lift station. The lines will continue underground around the eastern side of the basin to connect the Dosing Station and Dredge Barn. This network expansion will allow real-time monitoring of the facilities using video surveillance, improving security and safety of on-site personnel. The more versatile network will also replace the existing radio links, allowing for improved SCADA (Supervisory Control and Data Acquisition) and other network services at these locations. This project builds upon the Thompson Park fiber expansion, already in progress.  **Figure 1 Map of Proposed Fibre Route** Funding to support this project will be through the Water Fund (F.9950.0900)	$56,000
TOTAL	$56,000

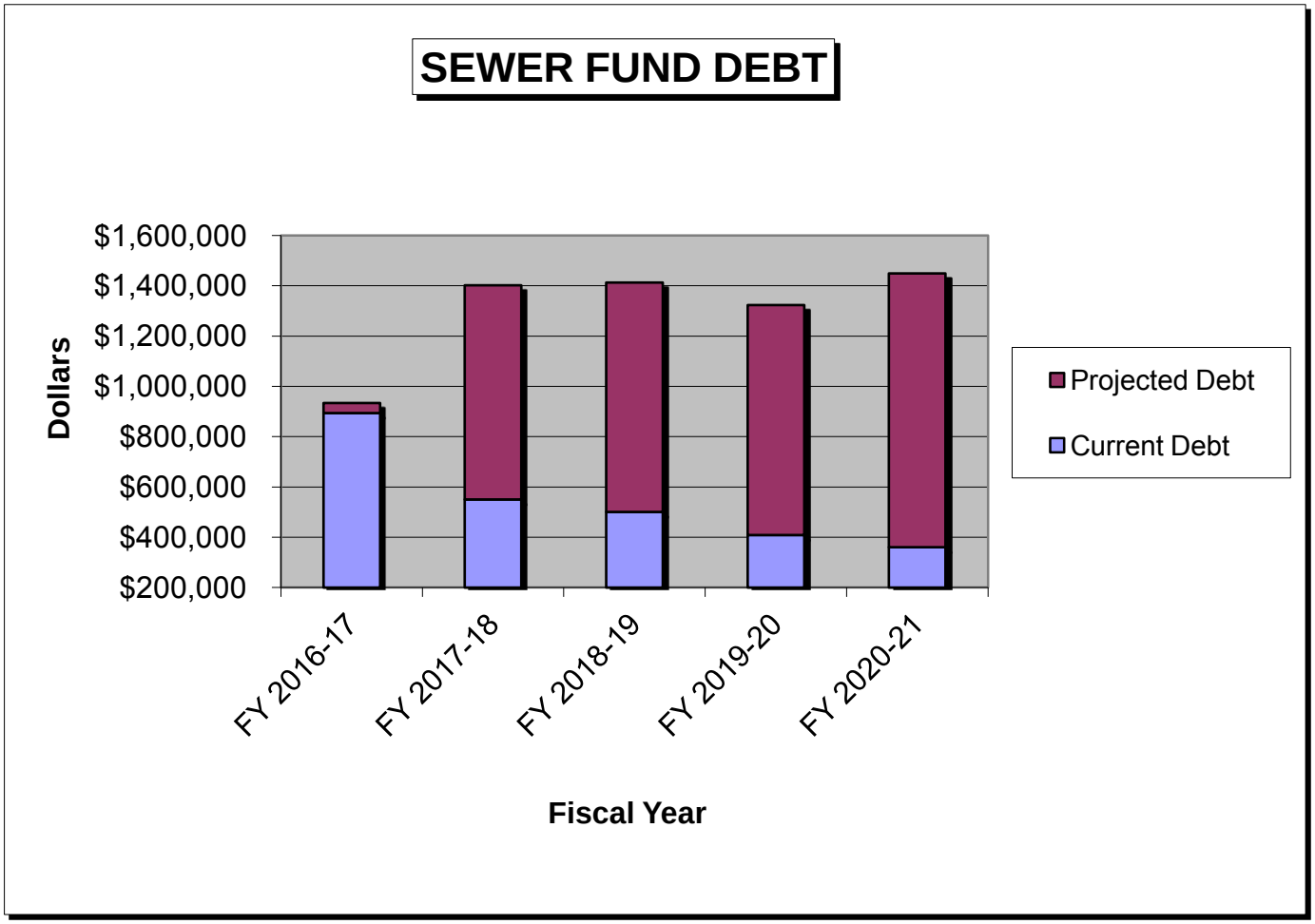
FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WATER METER REPLACEMENTS

PROJECT DESCRIPTION	COST
Water Meter Replacements (Phase 3) There are nearly 9,000 metered water services in the City of Watertown. Commencing FY 2006-07, the City has continued to systematically upgrade the "manual read" to "radio read" units with much greater emphasis placed in the more recent years. In FY 2012-13, a three-phased program was adopted with a plan of accomplishing one phase in each of the three successive fiscal years. Until 2015, it required two individuals, each with their own City vehicle, to read the residential meters once each quarter and the larger commercial meters three times each quarter. With the 9,000 meters being the newer "radio reads," one individual can now accomplish the same task in one or two days. Upon completion of the entire project, Department staffing and total vehicle count will be reduced by two each. As of December 31, 2014, slightly more than half way through the replacements, staffing and vehicles were each reduced by one. The program is currently at the 75% point of completion. This third of three installments will complete the replacement program.  WATER FUND $ 225,000 10 serial bond; FY 2016-17 debt service of $29,250 SEWER FUND $ 225,000 10 serial bond; FY 2016-17 debt service of $29,250	$450,000
TOTAL	$450,000

DEBT

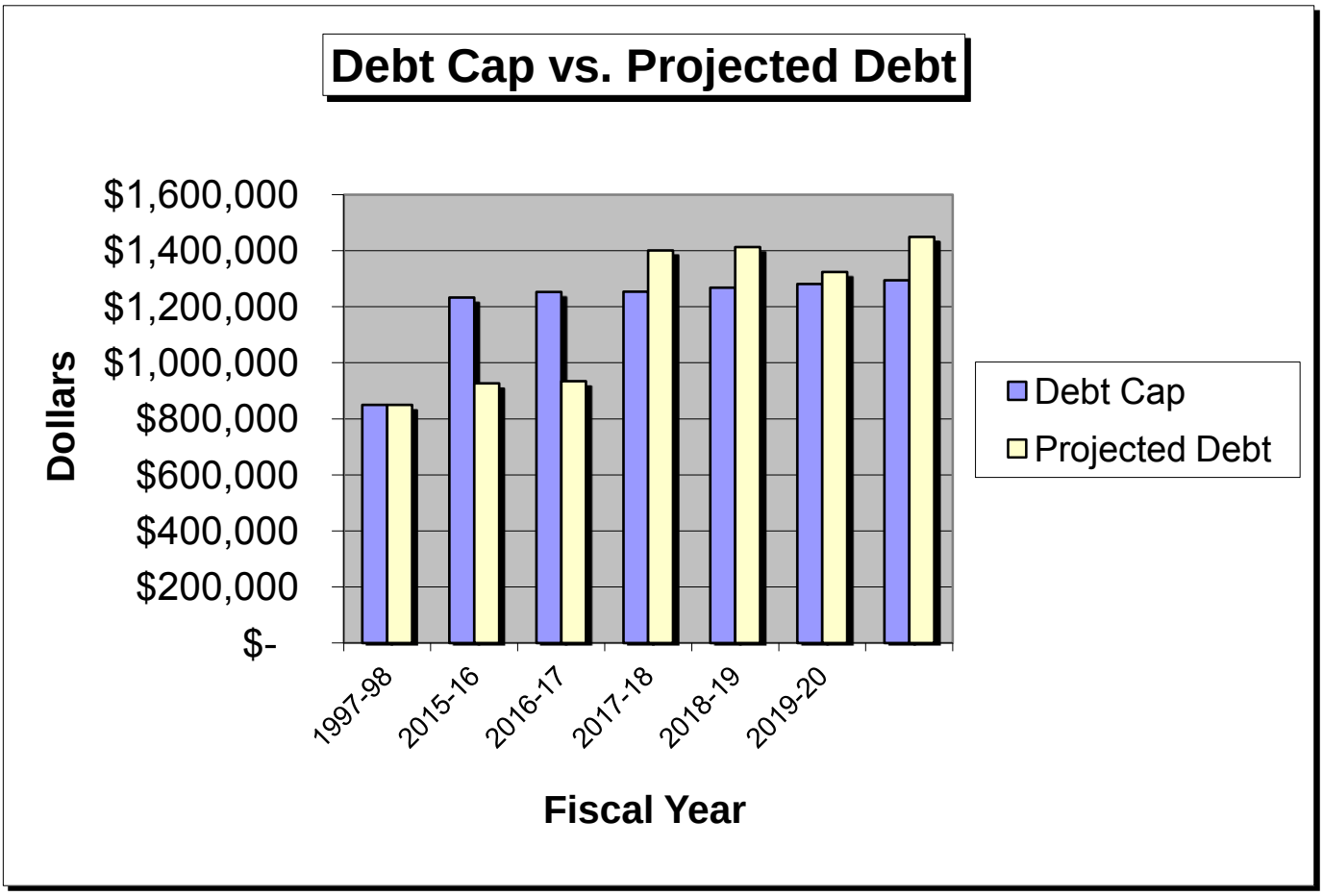
SEWER FUND

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Current Debt	$ 893,486	$ 550,024	$ 500,805	$ 408,340	$ 360,083
Projected New Debt	40,625	851,321	911,634	915,276	1,089,143
TOTAL	$ 934,111	$ 1,401,345	$ 1,412,439	$ 1,323,615	$ 1,449,226



SEWER FUND DEBT CAP

Fiscal Year		Debt Cap	Actual / Projected Debt
1997-98	base year	$ 849,245	$ 849,245
2015-16	actual	$ 1,232,633	$ 926,442
2016-17	actual	$ 1,252,629	$ 934,111
2017-18	projected	$ 1,254,115	$ 1,401,345
2018-19	projected	$ 1,267,516	$ 1,412,439
2019-20	projected	$ 1,281,060	$ 1,323,615
2020-21	projected	$ 1,294,749	$ 1,449,226



The sewer fund has a self-imposed debt cap established by City Council. The base year for the cap is FY
The City excludes the debt payments (actual and projected) related to the sewer service contract with the

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Wastewater Treatment Plant debt	$ 216,661	$ 519,139	$ 511,733	$ 493,272	$ 487,837

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

SEWER FUND

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Facility Improvements						
Boiler Replacement (Digester Building)	Operating Transfer	$ 78,000	$ -	$ -	$ -	$ -
Pump Station Rebuild - Lachenauer Drive	Operating Transfer	$ -	$ 35,000	$ -	$ -	$ -
Bar Screens and Grit Removal Conveyors	Debt	$ 900,000	$ -	$ -	$ -	$ -
Total Facility Improvements		**$ 978,000**	**$ 35,000**	**$ -**	**$ -**	**$ -**

Vehicles and Equipment						
Meter Replacement Program	Debt	$ 225,000	$ -	$ -	$ -	$ -
Single Axle Dump Truck	Operating Transfer	$ 125,000	$ -	$ -	$ -	$ -
Trailer Mounted Sewer Jet (split 50% with General Fund)	Operating Transfer	$ -	$ 35,000	$ -	$ -	$ -
Pick-up Truck with Liftgate and Crane	Operating Transfer	$ -	$ 45,000	$ -	$ -	$ -
Pretreatment SUV	Operating Transfer	$ -	$ 30,000	$ -	$ -	$ -
Hydraulic Excavator (Used) (split 50% with General Fund)	Operating Transfer	$ -	$ -	$ 85,000	$ -	$ -
Sewer Cleaner/Vac Truck (split 50% with General Fund)	Debt	$ -	$ -	$ -	$ 175,000	$ -
Front end loader (Wet Side Operations)	Operating Transfer	$ -	$ -	$ -	$ 140,000	$ -
4WD Backhoe with Attachmnents	Operating Transfer	$ -	$ -	$ -	$ -	$ 125,000
Total Vehicles and Equipment		**$ 350,000**	**$ 110,000**	**$ 85,000**	**$ 315,000**	**$ 125,000**

CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Sanitary Sewers						
Flower Avenue East	Debt	$ -	$ 785,000	$ -	$ -	$ -
Cooper Street Outfall	Debt	$ -	$ -	$ 225,000	$ -	$ -
Western Outfall Trunk Sewer Rehabilitation	Debt	$ -	$ -	$ -	$ 1,500,000	$ -
Harrison Street (Riggs Ave. Phase II)	Debt	$ -	$ -	$ -	$ -	$ 675,000
Newell Street (Engine Street to Whitewater Way)	Debt	$ -	$ -	$ -	$ -	$ 527,000
Engine Street CSO Phase I - Flower Ave West Reconstruction	Debt	$ -	$ -	$ -	$ -	$ 380,000
Total Sanitary Sewers		**$ -**	**$ 785,000**	**$ 225,000**	**$ 1,500,000**	**$ 1,582,000**

SEWER FUND GRAND TOTAL	**$ 1,328,000**	**$ 930,000**	**$ 310,000**	**$ 1,815,000**	**$ 1,707,000**
Facility Improvements	$ 978,000	$ 35,000	$ -	$ -	$ -
Vehicles and Equipment	$ 350,000	$ 110,000	$ 85,000	$ 315,000	$ 125,000
Sanitary Sewers	$ -	$ 785,000	$ 225,000	$ 1,500,000	$ 1,582,000
Sewer Fund Grand Total by Category	**$ 1,328,000**	**$ 930,000**	**$ 310,000**	**$ 1,815,000**	**$ 1,707,000**
Debt	$ 1,125,000	$ 785,000	$ 225,000	$ 1,675,000	$ 1,582,000
Operating Fund Transfer	$ 203,000	$ 145,000	$ 85,000	$ 140,000	$ 125,000
Grant	$ -	$ -	$ -	$ -	$ -
Sewer Fund Grand Total By Funding Sources	**$ 1,328,000**	**$ 930,000**	**$ 310,000**	**$ 1,815,000**	**$ 1,707,000**

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENT
WASTEWATER TREATMENT FACILITY

PROJECT DESCRIPTION	COST
Boiler Replacement (Digester Building) The existing boiler is a Weil-McLain installed in 1964 with the original construction of the Primary Facility. It has been in continuous operation since that time. It is a duel gas, excess air boiler which runson either National Grid methane gas or the City's anaerobic digester natural gas. Even though it's still in operation it has significantly out lived its service life. Repairs are more frequent. It is more difficult to find repair parts or to get something off model that will match. Sustained reliability is no longer certain. Successful safety inspections are also becoming problematic with rebuilds or upgrades to the existing unit impracticable. Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).	$78,000
TOTAL	$78,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
LACHENAURER PUMP STATION REBUILD

PROJECT DESCRIPTION	COST
Lachenauer Pump Station Rebuild The Lachenauer lift station requires an upgrade to the wet well side of the pump station to accommodate the increase in flow to the station. There have been an increasing number of issues where waste water has been backed up into the laterals and the station's pumps are running continuously to keep up with the flow demand. This could pose a serious issue where waste water could back up into homes in the area. Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).	$35,000
TOTAL	$35,000

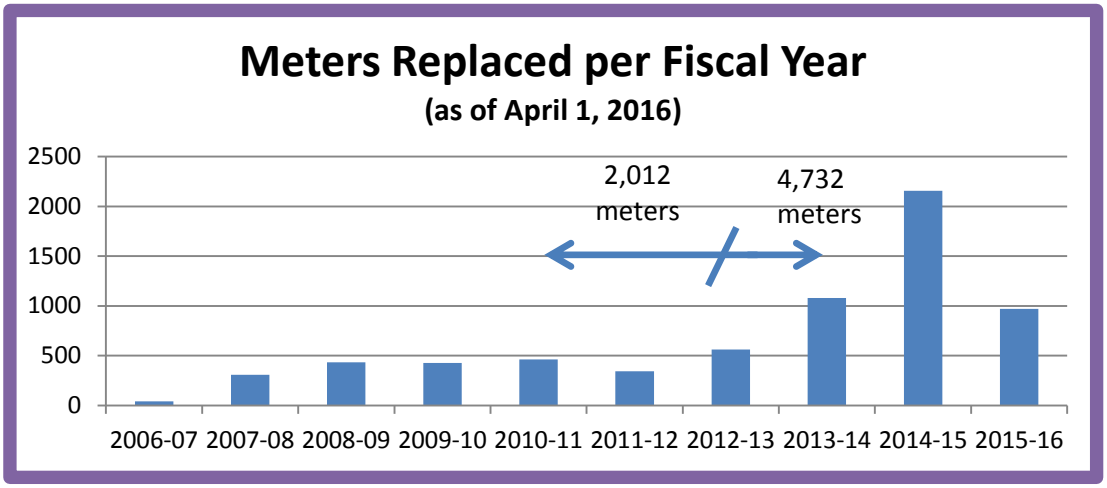
FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
BAR SCREEN AND GRIT REMOVAL EQUIPMENT

PROJECT DESCRIPTION	COST
Bar Screens and Grit Removal Equipment Replacement The existing system has been in service since 1964 with the original construction of the facility and has been in continuous operation since that time. The equipment has been thru several complete rebuilds. It has become a continuous maintenance project to keep it in working operation and its reliability is no longer certain. Funding to support this project will be through the issuance of a 20 year serial bond with projected FY 2017-18 debt service of $72,000.	$900,000
TOTAL	$900,000

FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SANITARY SEWERS

PROJECT DESCRIPTION	COST
Single Axle Dump Truck Vehicle 1-051 is a 2002 International 4700 series single axle dump truck. The truck is equipped with a material spreader for de-icing in the winter months and for sewer line maintenance during the construction season. The truck has 9,100 operating hours. The truck will be replaced with a similar single axle design with a stainless steel dump body to alleviate the corrosion from the de-icing chemicals It will be equipped with pre-wet system tanks and a cab mounted programmable material spreader controller. Funding to support this project will be from a transfer from the Sewer Fund (G.9950.0900).	$125,000
TOTAL	$125,000

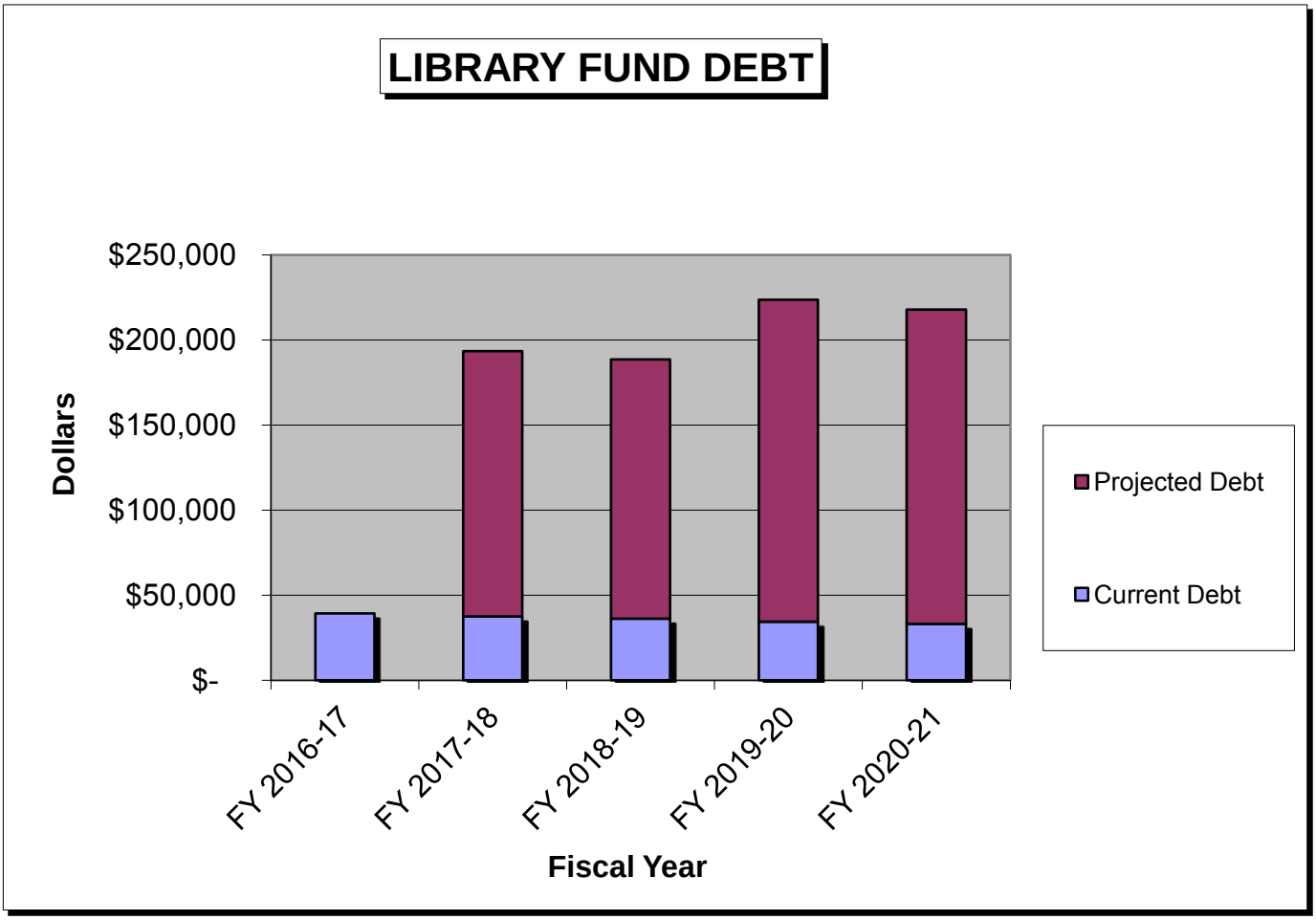
FISCAL YEAR 2016-2017
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WATER METER REPLACEMENTS

PROJECT DESCRIPTION	COST
Water Meter Replacements (Phase 3) There are nearly 9,000 metered water services in the City of Watertown. Commencing FY 2006-07, the City has continued to systematically upgrade the "manual read" to "radio read" units with much greater emphasis placed in the more recent years. In FY 2012-13, a three-phased program was adopted with a plan of accomplishing one phase in each of the three successive fiscal years. Until 2015, it required two individuals, each with their own City vehicle, to read the residential meters once each quarter and the larger commercial meters three times each quarter. With the 9,000 meters being the newer "radio reads," one individual can now accomplish the same task in one or two days. Upon completion of the entire project, Department staffing and total vehicle count will be reduced by two each. As of December 31, 2014, slightly more than half way through the replacements, staffing and vehicles were each reduced by one. The program is currently at the 75% point of completion. This third of three installments will complete the replacement program.  WATER FUND $ 225,000 10 serial bond; FY 2016-17 debt service of $29,250 SEWER FUND $ 225,000 10 serial bond; FY 2016-17 debt service of $29,250	$450,000
TOTAL	$450,000

DEBT

LIBRARY FUND

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Current Debt	$ 39,258	$ 37,497	$ 36,246	$ 34,376	$ 33,174
Projected New Debt	-	156,000	152,400	189,300	184,650
TOTAL	$ 39,258	$ 193,497	$ 188,646	$ 223,676	$ 217,824



CITY OF WATERTOWN
CAPITAL BUDGET
FY 2016/17 - FY 2020/21

LIBRARY FUND

	Funding Source	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Facility Improvements						
HVAC Upgrade	Debt	$ 1,200,000	$ -	$ -	$ -	$ -
Mezzanine Stained Glass Rehabilitation	Operating Transfer	$ -	$ 24,000	$ -	$ -	$ -
Window Replacements	Operating Transfer	$ -	$ 50,000	$ -	$ -	$ -
Basement Floor Replacement	Debt	$ -	$ -	$ 300,000	$ -	$ -
Carpet Replacement - Main Floor	Operating Transfer	$ -	$ -	$ -	$ 32,000	$ -
Total Facility Improvements		**$ 1,200,000**	**$ 74,000**	**$ 300,000**	**$ 32,000**	**$ -**

LIBRARY FUND GRAND TOTAL	**$ 1,200,000**	**$ 74,000**	**$ 300,000**	**$ 32,000**	**$ -**
Facility Improvements	$ 1,200,000	$ 74,000	$ 300,000	$ 32,000	$ -
Library Fund Grand Total by Category	$ 1,200,000	$ 74,000	$ 300,000	$ 32,000	$ -
Debt	$ 1,200,000	$ -	$ 300,000	$ -	$ -
Operating Fund Transfer	-	74,000	-	32,000	-
Grant	-	-	-	-	-
Library Fund Grand Total By Funding Sources	**$ 1,200,000**	**$ 74,000**	**$ 300,000**	**$ 32,000**	**$ -**

FISCAL YEAR 2016-2017
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FLOWER MEMORIAL LIBRARY

PROJECT DESCRIPTION	COST
Flower Memorial Library HVAC Upgrade This funding supports replacement of the existing HVAC heat pump system at the Library, with a Constant Volume Central Air system. The existing heat pump system has undergone frequent and costly repairs in recent years, and developed major leaks which flooded the building. The project will provide an efficient, reliable system, minimize the risk of flooding, and ensure a humidity controlled climate consistent with museum and library standards. Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2017-18 debt service of $156,000.	$1,200,000
TOTAL	$1,200,000

MULTI YEAR FINANCIAL PLAN

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 2016-17 Adopted Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2012-13 through estimated 2015-16). 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 2016-17 Adopted 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 2015-16
The amounts presented as the 2015-16 estimated figures were based on the actual revenue and expenditure amounts as of February 29, 2016 projected to June 30, 2016 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 (2.01%) was the previous five years' average annual change 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 2016-17 level in the initial surplus/deficit forecast for fiscal years 2017-18 through 2020-21. 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 **2%** annual growth for fiscal year 2017-18 through 2020-21.

Taxable Assessed Valuation
Based on discussions with the City Assessor taxable assessed values for fiscal years 2017-18 and 2018-19 are expected to increase 0.5% annually and 1.0% annually for fiscal years 2019-20 and 2020-21.

State Aid Revenue Sharing
State Aid revenue sharing for the fiscal years 2017-18 through 2020-21 was held constant at the FY 2016-17 base funding level of $4,703,208.

Personal Services
For any year in which there was no collective bargaining agreement in place for a union, personal service costs were forecasted at 2%. Otherwise personal service costs for all unions were forecasted at the current collective bargaining agreement rates. No increases or decreases to the proposed Fiscal Year 2016-17 staffing levels are planned at this time.

Employee Benefits

The Employees' Retirement System rates used for the forecasted fiscal years were held constant for fiscal years 2017-18 through 2020-21 at a weighted tier average rate of 15.33%. Annually the City Manager and City Comptroller discuss the projected rates for each tier with an actuary of the NYS Retirement System. The Police and Fire Retirement System rate used for the forecasted fiscal years was also held constant a weighted tier average rate of 24.22%.

Health insurance costs are forecasted to increase 6.41% for fiscal year 2017-18, 6.80% for fiscal year 2018-19, 6.86% for fiscal year 2019-20 and 6.31% for fiscal year 2020-21.

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 2016/17 through 2020/21
Major Fund Summary

	Actual			Estimated	Adopted	Forecast			
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
General Fund									
Revenues	$40,339,196	$37,863,001	$38,298,196	$39,086,485	$40,751,171	$40,819,615	$41,452,149	$42,101,275	$42,767,512
Expenditures by Object	$37,789,388	$38,825,885	$37,913,602	$39,691,111	$41,956,234	$43,170,123	$44,143,777	$44,623,768	$46,145,719
Surplus (Deficit)	$2,549,808	($962,884)	$384,594	($604,626)	($1,205,063)	($2,350,508)	($2,691,628)	($2,522,493)	($3,378,207)
Unreserved Fund Balance	$9,714,662	$9,709,208	$11,000,676	$10,945,948	$10,299,323	$8,362,561	$5,953,139	$3,552,737	$285,737
Water Fund									
Revenues	$4,856,320	$5,056,741	$5,097,659	$5,011,353	$5,332,500	$5,372,363	$5,389,521	$5,416,590	$5,443,262
Expenditures by Object	$4,671,577	$5,164,766	$5,182,465	$5,167,986	$5,332,500	$5,527,552	$5,694,991	$5,627,813	$5,731,847
Surplus (Deficit)	$184,743	($108,025)	($84,806)	($156,634)	$0	($155,189)	($305,471)	($211,223)	($288,585)
Unreserved Fund Balance	$973,080	$1,065,930	$721,101	$574,186	$574,186	$418,996	$113,526	($97,697)	($386,282)
Sewer Fund									
Revenues	$4,482,177	$5,255,601	$5,186,948	$6,369,129	$5,559,793	$5,803,536	$5,795,691	$5,830,233	$5,824,485
Expenditures by Object	$5,986,250	$5,315,913	$5,486,149	$5,667,931	$5,699,841	$6,128,268	$6,163,781	$6,206,509	$6,406,741
Surplus (Deficit)	($1,504,073)	($60,312)	($299,201)	$701,198	($140,048)	($324,733)	($368,089)	($376,276)	($582,257)
Unreserved Fund Balance	$1,344,361	$1,220,296	$1,220,332	$2,062,576	$1,922,528	$1,597,795	$1,229,707	$853,430	$271,173
All Major Funds									
Revenues	$49,677,693	$48,175,343	$48,582,803	$50,466,967	$51,643,464	$51,995,514	$52,637,361	$53,348,098	$54,035,259
Expenditures by Object	$48,447,215	$49,306,564	$48,582,216	$50,527,028	$52,988,575	$54,825,943	$56,002,549	$56,458,090	$58,284,307
Surplus (Deficit)	$1,230,478	($1,131,221)	$587	($60,062)	($1,345,111)	($2,830,429)	($3,365,188)	($3,109,992)	($4,249,049)
Unreserved Fund Balance	$12,032,103	$11,995,434	$12,942,109	$13,582,710	$12,796,037	$10,379,352	$7,296,373	$4,308,470	$170,628

City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
Property Tax Worksheet

	Actual				Adopted	Projected				Avg. Annual Increase 2010-	Assumptions 2017/18 - 2020/21				
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	present	2017-18	2018-19	2019-20	2020-21	Description
Levy and Assessed Value / Rate															
Levy	$ 7,356,352	$ 7,506,604	$ 8,242,425	$ 8,403,871	$ 8,751,251	$8,751,251	$8,751,251	$8,751,251	$8,751,251	4%	0%	0%	0%	0%	Levy held constant to determine financial effect
Assessed Value of Taxable Property	$ 1,020,156,961	$ 1,028,442,629	$ 1,033,766,339	$ 1,037,297,177	$ 1,062,698,815	$1,068,012,309	$1,073,352,371	$1,084,085,895	$1,094,926,754	1%	0.5%	0.5%	1.0%	1.0%	Per City Assessor
Tax Rate per $1,000 of Assessed Value	$ 7.211	$ 7.299	$ 7.976	$ 8.1017	$ 8.2219	$8.194	$8.153	$8.072	$7.993	3%	0%	0%	-1%	-1%	Calculated from levy and assessed value
Full Value and FV Rate															
Equalization Rate (available from ORPS)	89.00	88.00	88.00	88.00	92.00	95.00	95.00	92.00	90.00	1%	3%	0%	-3%	-2%	Per City Assessor
Full Market Value of Taxable Property (000's)	$ 1,146,243,776	$ 1,168,684,806	$ 1,174,734,476	$ 1,178,746,792	1,155,107,408	$ 1,124,223,483	$ 1,129,844,601	$ 1,178,354,234	$ 1,216,585,282	0%	-3%	1%	4%	3%	Calculated from assessed value and equalization rate
Tax Rate per $1000 of Full Value	$ 6.418	$ 6.423	$ 7.016	$ 7.129	$ 7.576	$ 7.784	$ 7.746	$ 7.427	$ 7.193	4%	3%	0%	-4%	-3%	Calculated from levy and full value
Tax Limit															
Property Tax Limit	$ 20,660,122	$ 21,381,140	$ 22,417,421	$ 22,924,689	$ 23,294,320	$ 23,294,069	$ 23,205,988	$ 23,050,627	$ 23,065,106	3%	0%	0%	-1%	0%	2% of full value - 5-yr rolling avg
Exclusions to Tax Limit	$ 5,774,767	$ 5,573,236	$ 4,284,964	$ 4,558,402	$ 4,942,024	$ 5,175,582	$ 5,086,701	$ 4,189,741	$ 4,495,206	-4%	5%	-2%	-18%	7%	Estimated amount of exclusions
Tax Levy Subject to Limit	$ 1,598,473	$ 1,947,469	$ 4,017,637	$ 3,856,262	$ 3,809,227	$ 3,575,669	$ 3,664,550	$ 4,561,510	$ 4,256,045	24%	-6%	2%	24%	-7%	Calculated from levy minus exclusions
Percent of Tax Limit Exhausted	7.74%	9.11%	17.92%	16.82%	16.35%	15.35%	15.79%	19.79%	18.45%	21%	-6%	3%	25%	-7%	Calculated from tax levy subject to limit / limit

City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
General Fund Revenues

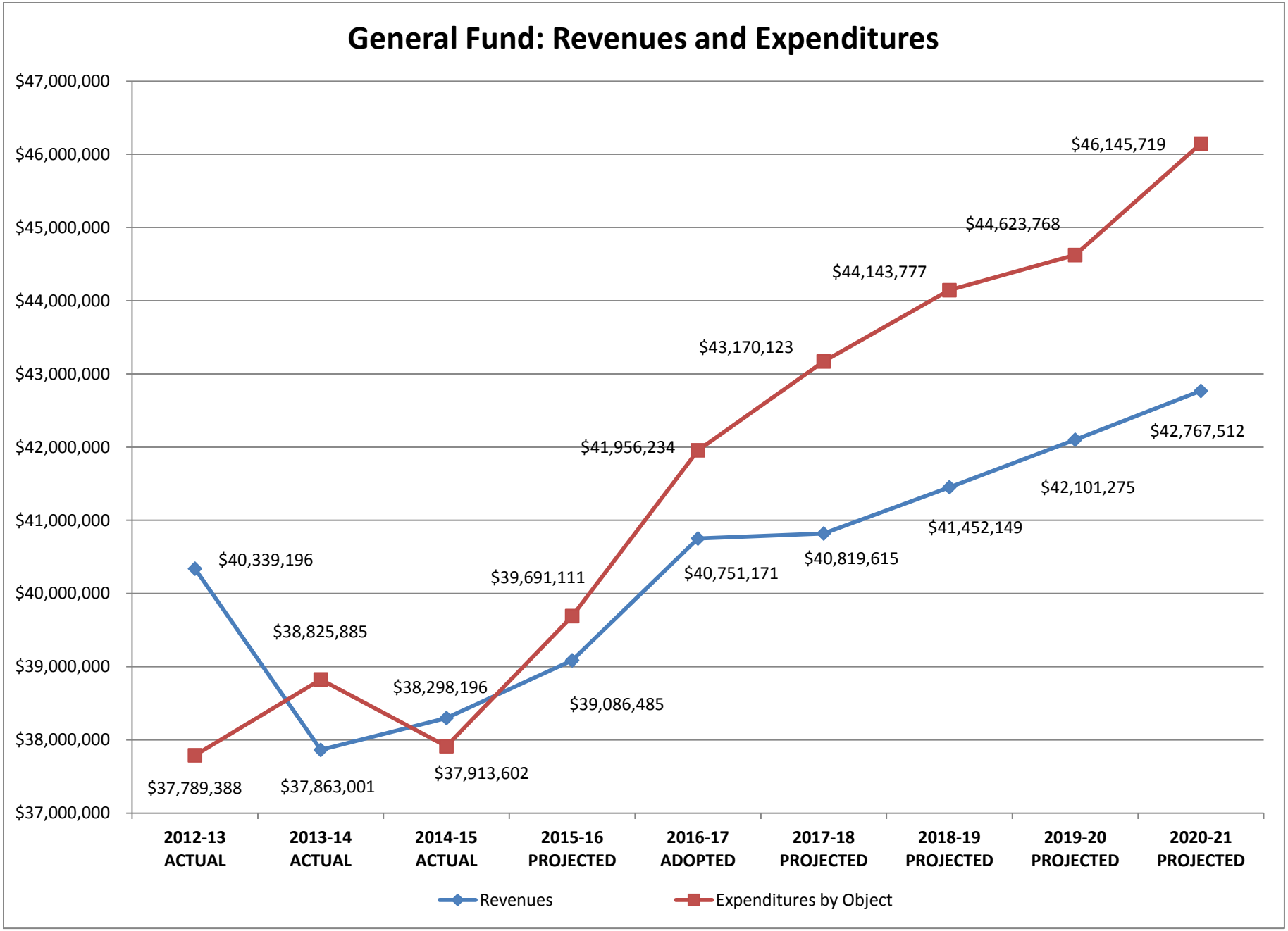
	Actual			Estimate	Adopted	Forecast				Avg. Annual Increase 2010-present	Assumptions 2017/18 - 2020/21				
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21		2017-18	2018-19	2019-20	2020-21	Description
Revenues															
Real Property Taxes*	$7,425,474	$7,601,672	$8,131,382	$8,387,283	$8,743,906	$8,745,640	$8,745,640	$8,745,640	$8,745,640	4%	0%	0%	0%	0%	Held constant
Real Property Tax Items	316,811	324,324	298,906	308,567	327,500	333,161	338,937	344,828	350,838	1%	2%	2%	2%	2%	Projected PILOT payments based on agreements
Sales and Use Tax*	17,247,801	17,017,001	17,129,685	17,047,892	18,030,000	18,390,600	18,758,412	19,133,580	19,516,252	1%	2%	2%	2%	2%	Projected annual increases of 3%
Other Non-Prop Taxes	741,666	738,895	688,296	699,404	649,000	662,052	675,367	688,950	702,806	-3%	2%	2%	2%	2%	CPI
Departmental Income	4,624,828	5,492,777	5,432,977	5,441,178	5,682,370	5,738,127	5,922,416	6,114,558	6,314,893	6%	1%	3%	3%	3%	CPI or held constant depending on revenue item
Other Local Revenue	679,980	599,156	514,488	538,602	554,085	533,142	559,933	586,860	613,927	-5%	-4%	5%	5%	5%	CPI or held constant depending on revenue item
State Aid - AIM *	7,803,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	-10%	0%	0%	0%	0%	Held constant
State Aid - Mortgage Tax *	480,981	363,701	254,595	307,045	325,000	331,536	338,204	345,006	351,944	-7%	2%	2%	2%	2%	CPI
State Aid Other *	383,258	364,716	482,888	521,249	548,202	481,955	486,428	490,990	495,644	10%	-12%	1%	1%	1%	CPI or held constant depending on revenue item
Federal Aid*	267,936	201,432	187,863	683,487	766,900	470,726	485,501	500,740	516,457	61%	-39%	3%	3%	3%	CPI
Interfund Transfers	367,253	456,119	473,908	448,569	421,000	429,467	438,104	446,915	455,903	4%	2%	2%	2%	2%	Decreasing transfers from Debt Service Fund
Total Revenues	**$40,339,196**	**$37,863,001**	**$38,298,196**	**$39,086,485**	**$40,751,171**	**$40,819,615**	**$41,452,149**	**$42,101,275**	**$42,767,512**	**0%**	**0%**	**2%**	**2%**	**2%**	
Nonrecurring Revenues Included in Revenue, Above (List):*															
AIM advance	3,100,000	-	-	-	-	-	-	-	-						
Fed Aid, Public Safety Grants	110,515	187,442	143,047	226,687	-	-	-	-	-						
Nonrecurring Revenues	**$3,210,515**	**$187,442**	**$143,047**	**$226,687**	**$0**	**$0**	**$0**	**$0**	**$0**						
Recurring Revenues	**$37,128,681**	**$37,675,559**	**$38,155,149**	**$38,859,797**	**$40,751,171**	**$40,819,615**	**$41,452,149**	**$42,101,275**	**$42,767,512**						

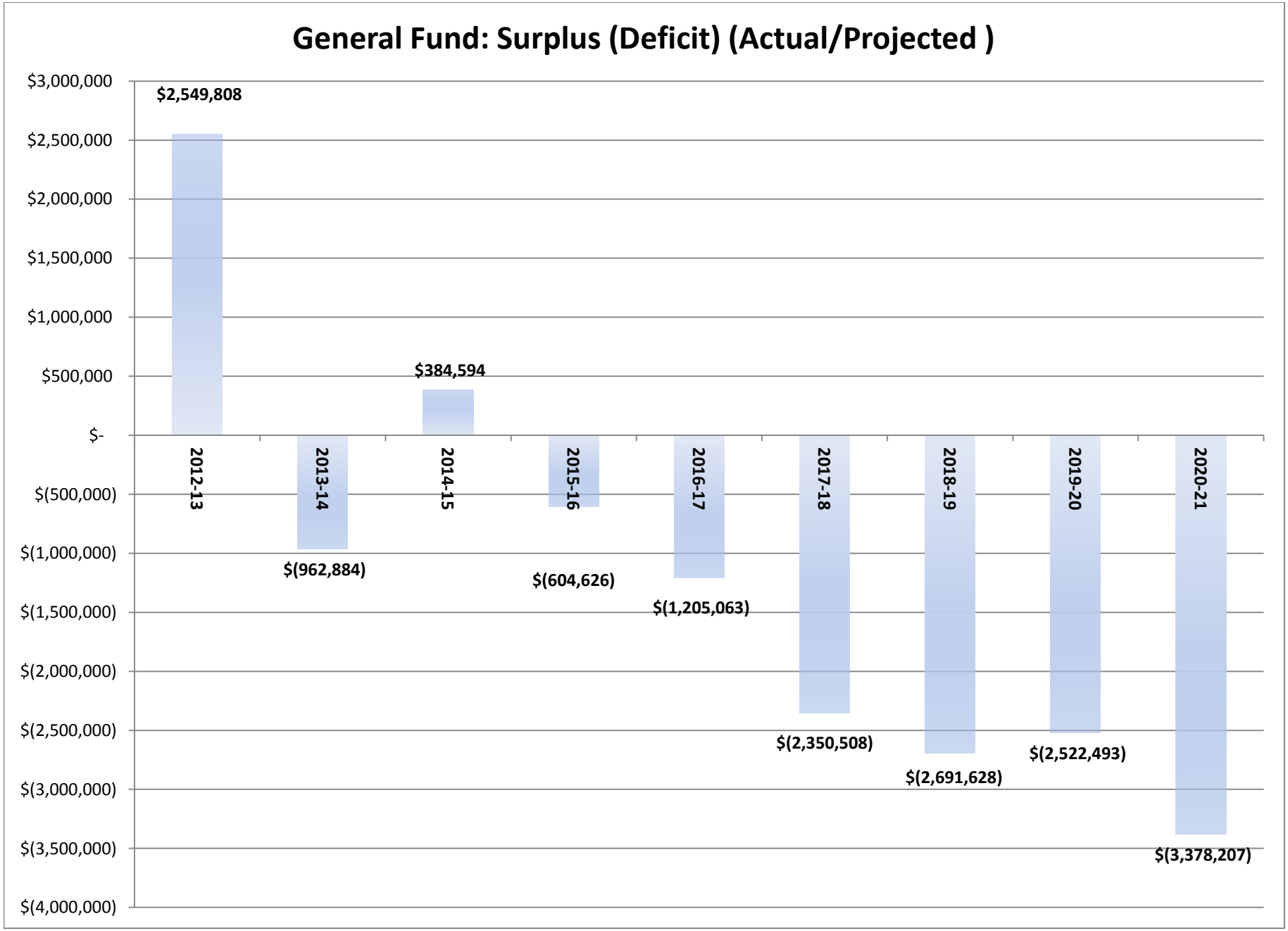
City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
General Fund Expenditures

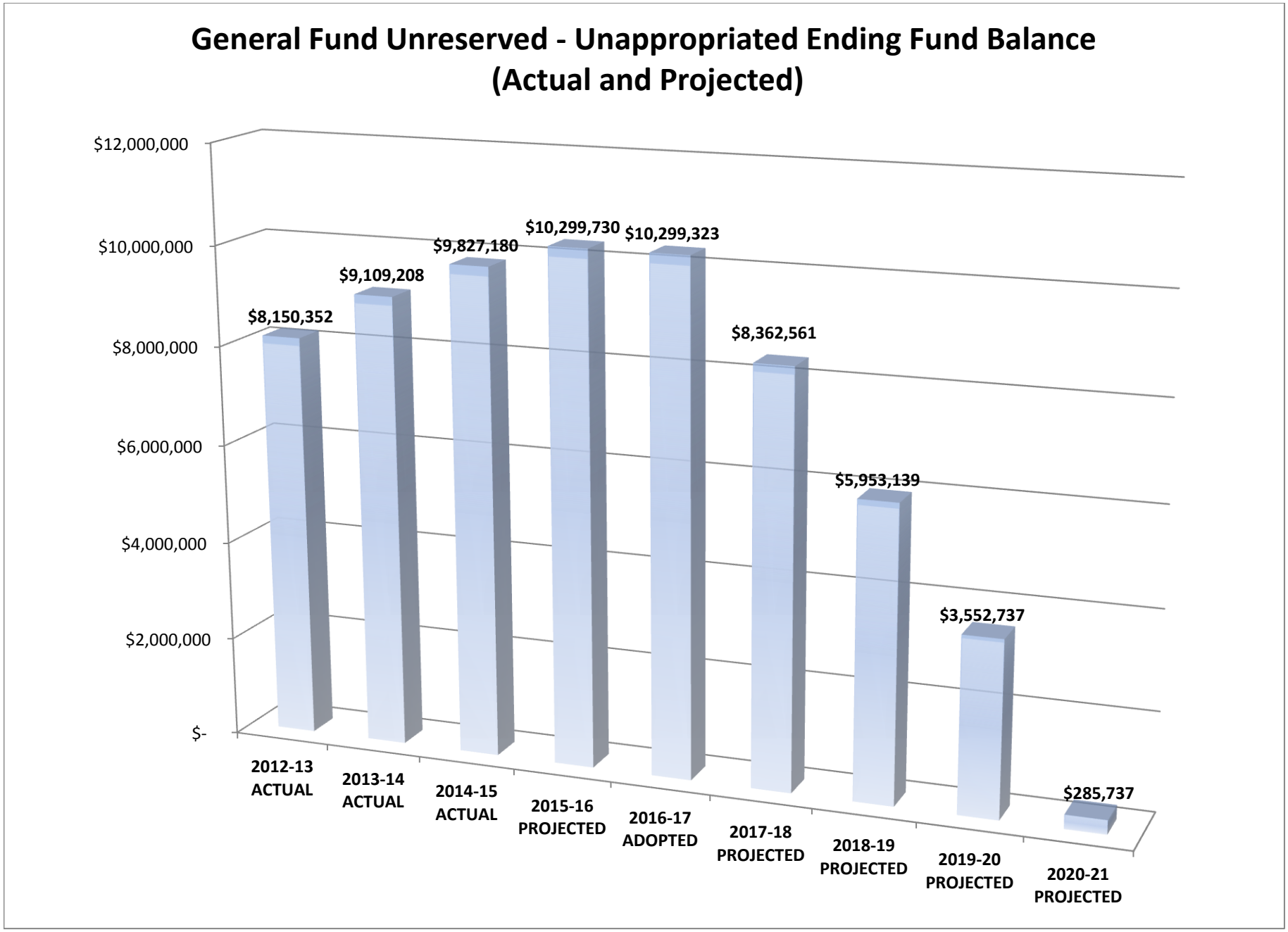
	Actual			Estimate	Adopted	Forecast				Avg. Annual Increase 2010-present	Assumptions 2017/18 - 2020/21				
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21		2017-18	2018-19	2019-20	2020-21	Description
Expenditures by Object**															
Personal Services*	15,367,104	15,795,522	15,882,453	16,024,397	16,547,789	16,896,790	17,233,740	17,577,429	17,927,991	2%	2%	2%	2%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay*	788,929	1,581,146	838,845	1,312,308	1,404,515	1,591,100	1,104,000	786,500	822,500	29%	13%	-31%	-29%	5%	Per 5 year capital plan
Contractual*	5,902,054	5,653,565	5,545,169	5,845,430	7,479,056	6,960,914	7,058,284	7,188,215	7,320,759	7%	-7%	1%	2%	2%	CPI
Debt (Principal and Interest)*	2,762,927	2,644,204	2,588,778	3,058,700	2,962,144	3,166,435	3,519,534	3,084,271	3,383,399	2%	7%	11%	-12%	10%	Per actual debt schedule + projected capital projects
Employee Benefits*	11,489,400	11,857,244	11,674,692	12,160,578	12,339,131	13,152,184	13,805,556	14,503,751	15,187,596	2%	7%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds	1,478,974	1,294,204	1,383,665	1,289,698	1,223,599	1,402,699	1,422,664	1,483,602	1,503,474	-4%	15%	1%	4%	1%	CPI
Total Expenditures (by Object)	**$37,789,388**	**$38,825,885**	**$37,913,602**	**$39,691,111**	**$41,956,234**	**$43,170,123**	**$44,143,777**	**$44,623,768**	**$46,145,719**	**3%**	**3%**	**2%**	**1%**	**3%**	
Expenditures By Function**															
General Governmental Support	$4,105,848	$4,005,185	$4,205,744	$4,225,576	$4,247,081	$4,360,503	$4,439,561	$4,552,627	$4,666,689	1%	3%	2%	3%	3%	Result of analysis of expenditures by object
Public Safety	16,787,015	17,223,000	17,212,398	17,796,166	17,625,621	17,940,271	18,401,322	18,879,963	19,356,137	1%	2%	3%	3%	3%	Result of analysis of expenditures by object
Transportation	5,476,005	5,779,936	5,469,064	5,761,413	6,097,765	6,069,590	6,225,618	6,387,578	6,550,829	3%	0%	3%	3%	3%	Result of analysis of expenditures by object
Economic Opp and Developmt	58,700	52,450	47,600	49,438	18,500	18,872	19,252	19,639	20,034	-20%	2%	2%	2%	2%	Result of analysis of expenditures by object
Culture and Recreation	1,834,510	1,677,242	1,615,059	1,618,232	1,908,719	1,963,338	2,008,585	2,055,223	2,102,459	1%	3%	2%	2%	2%	Result of analysis of expenditures by object
Home and Community Services	1,300,095	1,175,820	1,155,546	1,246,071	1,636,782	1,624,405	1,669,666	1,716,871	1,764,299	7%	-1%	3%	3%	3%	Result of analysis of expenditures by object
Employee Benefits (retirees only)	3,670,833	3,661,549	3,799,257	3,955,695	4,169,523	4,435,910	4,736,574	5,060,494	5,378,899	3%	6%	7%	7%	6%	Result of analysis of expenditures by object
Debt Service	2,762,927	2,644,204	2,588,778	3,058,700	2,962,144	3,166,435	3,519,534	3,084,271	3,383,399	2%	7%	11%	-12%	10%	Result of analysis of expenditures by object
Interfund Transfers to Other Funds	1,793,455	2,606,499	1,820,156	1,979,821	2,140,099	2,993,799	2,526,664	2,270,102	2,325,974	8%	40%	-16%	-10%	2%	Result of analysis of expenditures by object
Other	-	-	-	-	1,150,000	597,000	597,000	597,000	597,000	#DIV/0!	-48%	0%	0%	0%	Includes contingency
Total Expenditures (by Function)	**$37,789,388**	**$38,825,885**	**$37,913,602**	**$39,691,111**	**$41,956,234**	**$43,170,123**	**$44,143,777**	**$44,623,768**	**$46,145,719**	**3%**					
Nonrecurring Expenditures Included Above (List):															
Transfer to Capital Reserve Fund	3,100,000	-	-	-	-	-	-	-	-						
Fire / Police grant expenditures	122,794	208,269	158,941	251,875	-	-	-	-	-						
Nonrecurring Expenditures	**$3,222,794**	**$208,269**	**$158,941**	**$251,875**	**$0**	**$0**	**$0**	**$0**	**$0**						

City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
General Fund Surplus (Deficit), Reserves, and Impact of Local Actions

	Actual			Estimate	Adopted	Forecast			
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Surplus (Deficit)	**$ 2,549,808**	**$ (962,884)**	**$ 384,594**	**$ (604,626)**	**$ (1,205,063)**	**$ (2,350,508)**	**$ (2,691,628)**	**$ (2,522,493)**	**$ (3,378,207)**
Budgetary Reserves and Other Net Assets									
Fund Equity, Beg. of Year	$ 10,823,321	$ 13,425,401	$ 12,462,517	$ 13,421,750	$ 12,817,124	$ 11,612,061	$ 9,261,553	$ 6,569,925	$ 4,047,433
Prior Period Adjustment	$ -	$ -	$ 574,639	$ -	$ -	$ -	$ -	$ -	$ -
Fund Equity, End of Year	$ 13,373,129	$ 12,462,517	$ 13,421,750	$ 12,817,124	$ 11,612,061	$ 9,261,553	$ 6,569,925	$ 4,047,433	$ 669,226
Reserved Fund Balance - Encumbrances	$ 253,124	$ 411,927	$ 382,512	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	$ 285,237	$ 283,540	$ 225,160	$ 166,774	$ 132,929	$ 99,083	$ 71,786	$ 49,696	$ 33,489
Reserved Fund Balance - Capital Reserve	$ 3,100,022	$ 2,037,753	$ 1,793,309	$ 1,334,309	$ 829,809	$ 449,909	$ 195,000	$ 95,000	$ -
Reserved Fund Balance - Fairgrounds Stadium	$ 20,084	$ 20,089	$ 20,093	$ 20,093	$ -	$ -	$ -	$ -	$ -
Unreserved Fund Balance - Appropriated	$ 1,564,310	$ 600,000	$ 1,173,496	$ 646,218	$ -	$ -	$ -	$ -	$ -
Unreserved Fund Balance - Unappropriated	**$ 8,150,352**	**$ 9,109,208**	**$ 9,827,180**	**$ 10,299,730**	**$ 10,299,323**	**$ 8,362,561**	**$ 5,953,139**	**$ 3,552,737**	**$ 285,737**
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	**25.66%**	**25.35%**	**28.14%**	**26.86%**	**25.23%**	**20.17%**	**14.14%**	**8.31%**	**0.66%**
Potential Strategies to Promote Fiscal Balance									
Describe Recurring Local Actions:									
Increase property tax levy by 2% - FY 17/18						$ 175,025	$ 175,025	$ 175,025	$ 175,025
Increase property tax levy by 2% - FY 18/19						$ -	$ 178,526	$ 178,526	$ 178,526
Increase property tax levy by 2% - FY 19/20						$ -	$ -	$ 182,096	$ 182,096
Increase property tax levy by 2% - FY 20/21						$ -	$ -	$ -	$ 185,738
Reduce departmental operating expenses						$ -	$ -	$ -	$ -
Cut/delay proposed capital projects						$ -	$ -	$ -	$ -
Departmental income - increase fees						$ -	$ -	$ -	$ -
Describe Nonrecurring Local Actions:									
Appropriate unreserved fund balance					$ 646,218	$ 1,761,637	$ 2,055,780	$ 1,864,756	$ 2,545,616
Appropriate debt reserve fund balance (sidewalk program)					$ 33,845	$ 33,846	$ 27,297	$ 22,090	$ 16,207
Appropriate Fairgrounds capital reserve fund balance					$ 20,000	$ -	$ -	$ -	$ -
Appropriate capital reserve fund balance					$ 505,000	$ 380,000	$ 255,000	$ 100,000	$ 95,000
Total Effect of Potential Strategies to Promote Fiscal Balance					**$ 1,205,063**	**$ 2,350,508**	**$ 2,691,628**	**$ 2,522,493**	**$ 3,378,207**
Fiscal Condition <u>AFTER</u> Adjusting for Effects of All Strategies to Promote Fiscal Balance									
New Surplus (Deficit)	**$ 2,549,808**	**$ (962,884)**	**$ 384,594**	**$ (604,626)**	**$ (1,205,063)**	**$ -**	**$ -**	**$ -**	**$ -**
Fund Equity, Beg. of Year	$ 10,823,321	$ 13,425,401	$ 12,462,517	$ 13,421,750	$ 12,817,124	$ 11,612,061	$ 9,436,578	$ 7,098,501	$ 5,111,655
Prior Period Adjustment	$ -	$ -	$ 574,639	$ -	$ -	$ -	$ -	$ -	$ -
Fund Equity, End of Year	$ 13,373,129	$ 12,462,517	$ 13,421,750	$ 12,817,124	$ 11,612,061	$ 9,436,578	$ 7,098,501	$ 5,111,655	$ 2,454,832
Reserved Fund Balance - Encumbrances	$ 253,124	$ 411,927	$ 382,512	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000	$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	$ 285,237	$ 283,540	$ 225,160	$ 166,774	$ 132,929	$ 99,083	$ 71,786	$ 49,696	$ 33,489
Reserved Fund Balance - Capital Reserve	$ 3,100,022	$ 2,037,753	$ 1,793,309	$ 1,334,309	$ 829,809	$ 449,909	$ 195,000	$ 95,000	$ -
Reserved Fund Balance - Fairgrounds Stadium	$ 20,084	$ 20,089	$ 20,093	$ 20,093	$ -	$ -	$ -	$ -	$ -
Unreserved Fund Balance - Appropriated	$ 1,564,310	$ 600,000	$ 1,173,496	$ 646,218	$ -	$ -	$ -	$ -	$ -
Unreserved Fund Balance	**$ 8,150,352**	**$ 9,109,208**	**$ 9,827,180**	**$ 10,299,730**	**$ 10,299,323**	**$ 8,537,586**	**$ 6,481,715**	**$ 4,616,959**	**$ 2,071,343**
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	**25.66%**	**25.35%**	**28.14%**	**26.86%**	**25.23%**	**20.60%**	**15.40%**	**10.80%**	**4.75%**


General Fund: Revenues and Expenditures
$47,000,000
$46,000,000
$45,000,000
$44,000,000
$43,000,000
$42,000,000
$41,000,000
$40,000,000
$39,000,000
$38,000,000
$37,000,000
$37,789,388
$40,339,196
$37,863,001
$38,825,885
$37,913,602
$38,298,196
$39,691,111
$39,086,485
$41,956,234
$40,751,171
$43,170,123
$40,819,615
$44,143,777
$41,452,149
$44,623,768
$42,101,275
$46,145,719
$42,767,512
2012-13 ACTUAL
2013-14 ACTUAL
2014-15 ACTUAL
2015-16 PROJECTED
2016-17 ADOPTED
2017-18 PROJECTED
2018-19 PROJECTED
2019-20 PROJECTED
2020-21 PROJECTED
Revenues
Expenditures by Object


General Fund: Surplus (Deficit) (Actual/Projected)
$3,000,000
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
$(500,000)
$(1,000,000)
$(1,500,000)
$(2,000,000)
$(2,500,000)
$(3,000,000)
$(3,500,000)
$(4,000,000)
$2,549,808
$(962,884)
$384,594
$(604,626)
$(1,205,063)
$(2,350,508)
$(2,691,628)
$(2,522,493)
$(3,378,207)
2012-13
2013-14
2014-15
2015-16
2016-17
2017-18
2018-19
2019-20
2020-21


General Fund Unreserved - Unappropriated Ending Fund Balance
(Actual and Projected)
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
$8,150,352
$9,109,208
$9,827,180
$10,299,730
$10,299,323
$8,362,561
$5,953,139
$3,552,737
$285,737
2012-13 ACTUAL
2013-14 ACTUAL
2014-15 ACTUAL
2015-16 PROJECTED
2016-17 ADOPTED
2017-18 PROJECTED
2018-19 PROJECTED
2019-20 PROJECTED
2020-21 PROJECTED

City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
Water Fund

	Actual			Estimate	Adopted	Forecast				Avg. Annual Increase 2010-	Assumptions 2017/18 - 2020/21				
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	present	2017-18	2018-19	2019-20	2020-21	Description
Revenues															
Water Rents and Charges	$ 4,784,982	$ 4,954,088	$ 4,992,675	$ 4,937,402	$ 5,250,000	$ 5,298,813	$ 5,315,919	$ 5,342,936	$ 5,369,555	2%	1%	0%	1%	0%	Water rents held constant, adjusted DANC for debt service
Other (Interest, Penalties, Misc.)	$ 68,922	$ 102,653	$ 89,303	$ 72,951	$ 81,500	$ 72,550	$ 72,602	$ 72,654	$ 72,707	7%	-11%	0%	0%	0%	Incremental increases
Interfund Transfers	$ 2,416	$ -	$ 15,681	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	#DIV/0!	0%	0%	0%	0%	Decreasing transfers from Debt Service Fund
Total Revenues	**$ 4,856,320**	**$ 5,056,741**	**$ 5,097,659**	**$ 5,011,353**	**$ 5,332,500**	**$ 5,372,363**	**$ 5,389,521**	**$ 5,416,590**	**$ 5,443,262**	**2%**	**2%**	**1%**	**2%**	**1%**	
Expenditures															
Personal Services*	$ 1,271,105	$ 1,373,107	$ 1,381,042	$ 1,421,762	$ 1,458,182	$ 1,487,346	$ 1,517,093	$ 1,547,434	$ 1,578,383	4%	2%	2%	2%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay *	$ 58,617	$ 111,500	$ 25,262	$ 121,025	$ 40,000	$ -	$ -	$ -	$ -	N/A	N/A	N/A	N/A	N/A	CPI
Contractual *	$ 1,556,702	$ 1,629,328	$ 1,677,217	$ 1,812,611	$ 1,968,014	$ 2,007,594	$ 2,047,969	$ 2,089,157	$ 2,131,173	6%	2%	2%	2%	2%	CPI
Debt Service (Principal and Interest) *	$ 518,239	$ 599,028	$ 608,596	$ 837,465	$ 860,048	$ 872,948	$ 949,376	$ 861,232	$ 833,536	14%	1%	9%	-9%	-3%	Per debt schedules plus projected new debt
Employee Benefits *	$ 1,083,872	$ 1,141,652	$ 1,144,681	$ 884,623	$ 935,256	$ 989,665	$ 1,040,553	$ 1,094,990	$ 1,148,755	-3%	6%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds *	$ 183,042	$ 310,151	$ 345,667	$ 90,500	$ 71,000	$ 170,000	$ 140,000	$ 35,000	$ 40,000	-4%	139%	-18%	-75%	14%	Projected capital project transfers
Total Expenditures	**$ 4,671,577**	**$ 5,164,766**	**$ 5,182,465**	**$ 5,167,986**	**$ 5,332,500**	**$ 5,527,553**	**$ 5,694,991**	**$ 5,627,813**	**$ 5,731,847**	**3%**	**2%**	**2%**	**2%**	**2%**	
Surplus (Deficit)	**$ 184,743**	**$ (108,025)**	**$ (84,806)**	**$ (156,634)**	**$ -**	**$ (155,190)**	**$ (305,470)**	**$ (211,223)**	**$ (288,585)**						
Potential Strategies to Promote Fiscal Balance															
Describe Local Actions															
Increase water rates (FY 17/18 = 3.44%)						$ 155,190	$ 155,190	$ 155,190	$ 155,190						
Increase water rates (FY 18/19 = 3.45%)						$ -	$ 150,280	$ 150,280	$ 150,280						
Increase water rates (FY 19/20 = 0.00%)						$ -	$ -	$ 17	$ 17						
Increase water rates (FY 20/21 = 0.00%)						$ -	$ -	$ -	$ 16						
Appropriate fund balance					$ -	$ -	$ -	$ (94,264)	$ (16,918)						
Describe Other Actions															
Total Effect of Potential Strategies to Promote Fiscal Balance					**$ -**	**$ 155,190**	**$ 305,470**	**$ 211,223**	**$ 288,585**						
Budgetary Reserves and Other Net Assets															
Fund Equity, Beg. of Year	$ 1,087,080	$ 1,271,823	$ 1,163,798	$ 830,820	$ 674,186	$ 674,186	$ 518,996	$ 213,526	$ 2,303						
Prior Period Adjustment for Pension Liability	$ -	$ -	$ (248,172)	$ -	$ -	$ -	$ -	$ -	$ -						
Fund Equity, End of Year	$ 1,271,823	$ 1,163,798	$ 830,820	$ 674,186	$ 674,186	$ 518,996	$ 213,526	$ 2,303	$ (286,282)						
Reserved Fund Balance - Encumbrances	$ 161,626	$ 97,868	$ 94,038	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000						
Reserved Fund Balance - Debt Service	$ -	$ -	$ 15,681	$ -	$ -	$ -	$ -	$ -	$ -						
Reserved Fund Balance - Repair Reserve	$ 137,117	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -						
Unreserved Fund Balance - Appropriated	$ 55,000	$ -	$ 174,290	$ -	$ -	$ -	$ -	$ -	$ -						
Unreserved Fund Balance - Unappropriated	$ 918,080	$ 1,065,930	$ 546,811	$ 574,186	$ 574,186	$ 418,996	$ 113,526	$ (97,697)	$ (386,282)						
Unreserved Unappropriated Fund Balance as % of next fiscal year revenues BEFORE rate adjustments	18.16%	20.91%	10.91%	10.77%	10.69%	7.77%	2.10%	-1.79%	-7.10%						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance															
New Surplus (Deficit)					**$ -**	**$ -**	**$ -**	**$ -**	**$ -**						
Fund Equity, Beg. of Year					$ 674,186	$ 674,186	$ 674,186	$ 674,186	$ 674,186						
Fund Equity, End of Year					$ 674,186	$ 674,186	$ 674,186	$ 674,186	$ 674,186						
Reserved Fund Balances					$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000						
Unreserved Fund Balance					**$ 574,186**	**$ 574,186**	**$ 574,186**	**$ 574,186**	**$ 574,186**						
Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments	18.16%	20.91%	10.91%	10.77%	10.39%	10.65%	10.60%	10.55%	10.55%						

City of Watertown
Five Year Financial Plan, Fiscal Years 2016/17 through 2020/21
Sewer Fund

	Actual 2012-13	Actual 2013-14	Actual 2014-15	Estimate 2015-16	Adopted 2016-17	Forecast 2017-18	Forecast 2018-19	Forecast 2019-20	Forecast 2020-21	Avg. Annual Increase 2010-present	Assumptions 2017/18 - 2020/21: 2017-18	2018-19	2019-20	2020-21	Description
Revenues															
Real Property Tax and Tax Items *	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	N/A	N/A	N/A	N/A	N/A	N/A to Sewer Fund
Sewer Rents and Charges	$ 5,150,731	$ 5,079,707	$ 5,708,521	$ 5,489,678	$ 5,465,793	$ 5,710,415	$ 5,702,448	$ 5,736,864	$ 5,730,987	2%	4%	0%	1%	0%	Sewer rents held constant, adjusted DANC for debt service
Other (Interest, Penalties, Misc.)	$ 104,870	$ 107,241	$ 136,709	$ 106,451	$ 93,000	$ 92,121	$ 92,244	$ 92,369	$ 92,497	-1%	-1%	0%	0%	0%	Held constant
Interfund Transfers	$ -	$ -	$ 17,367	$ 773,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	#DIV/0!	0%	0%	0%	0%	Decreasing transfers from Debt Service Fund
Total Revenues	**$ 5,255,601**	**$ 5,186,948**	**$ 5,862,597**	**$ 6,369,129**	**$ 5,559,793**	**$ 5,803,536**	**$ 5,795,692**	**$ 5,830,233**	**$ 5,824,484**	**2%**	**4%**	**0%**	**1%**	**0%**	
Expenditures															
Personal Services*	$ 1,127,723	$ 1,196,093	$ 1,219,652	$ 1,264,068	$ 1,242,006	$ 1,266,846	$ 1,292,183	$ 1,318,027	$ 1,344,387	2%	2%	2%	2%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay *	$ 170,934	$ 180,604	$ 180,588	$ 292,404	$ 162,500	$ -	$ -	$ -	$ -	6%	-100%	#DIV/0!	#DIV/0!	#DIV/0!	CPI
Contractual *	$ 2,092,365	$ 2,005,444	$ 2,233,574	$ 2,273,604	$ 2,189,432	$ 2,007,342	$ 2,035,102	$ 2,062,878	$ 2,090,670	1%	-8%	1%	1%	1%	CPI
Debt Service (Principal and Interest) *	$ 582,043	$ 610,046	$ 940,627	$ 1,149,319	$ 1,152,148	$ 1,920,484	$ 1,924,172	$ 1,816,888	$ 1,937,063	20%	67%	0%	-6%	7%	Per debt schedules plus projected new debt
Employee Benefits *	$ 1,092,027	$ 823,726	$ 851,708	$ 673,537	$ 735,755	$ 773,597	$ 812,323	$ 853,716	$ 894,621	-8%	5%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds *	$ 921,158	$ 500,000	$ 60,000	$ 15,000	$ 218,000	$ 160,000	$ 100,000	$ 155,000	$ 140,000	286%	-27%	-38%	55%	-10%	Projected capital project transfers
Total Expenditures	**$ 5,986,250**	**$ 5,315,913**	**$ 5,486,149**	**$ 5,667,931**	**$ 5,699,841**	**$ 6,128,269**	**$ 6,163,780**	**$ 6,206,509**	**$ 6,406,741**	**-1%**	**8%**	**1%**	**1%**	**3%**	
Surplus (Deficit)	**$ (730,649)**	**$ (128,965)**	**$ 376,448**	**$ 701,198**	**$ (140,048)**	**$ (324,733)**	**$ (368,088)**	**$ (376,277)**	**$ (582,257)**						
Potential Strategies to Promote Fiscal Balance															
Describe Local Actions															
Increase sewer rates (FY 17/18 = 0.0%)						$ 33,911	$ 33,911	$ 33,911	$ 33,911						
Increase sewer rates (FY 18/19 = 3.16%)						$ -	$ 84,177	$ 84,177	$ 84,177						
Increase sewer rates (FY 19/20 = 2.96%)						$ -	$ -	$ 108,189	$ 108,189						
Increase sewer rates (FY 20/21 = 5.81%)						$ -	$ -	$ -	$ 205,980						
Appropriate debt reserve fund balance					$ -	$ -	$ -	$ -	$ -						
Appropriate fund balance					$ 140,048	$ 290,821	$ 250,000	$ 150,000	$ 150,000						
Describe Other Actions															
Total Effect of Strategies to Promote Fiscal Balance					**$ 140,048**	**$ 324,732**	**$ 368,088**	**$ 376,277**	**$ 582,257**						
Budgetary Reserves and Other Net Assets															
Fund Equity, Beg. of Year	$ 2,168,921	$ 1,438,272	$ 1,309,307	$ 1,461,378	$ 2,162,576	$ 2,022,528	$ 1,697,795	$ 1,329,707	$ 953,430						
Prior Period Adjustment for Pension Liability	$ -	$ -	$ (224,377)	$ -	$ -	$ -	$ -	$ -	$ -						
Fund Equity, End of Year	$ 1,438,272	$ 1,309,307	$ 1,461,378	$ 2,162,576	$ 2,022,528	$ 1,697,795	$ 1,329,707	$ 953,430	$ 371,173						
Reserved Fund Balance - Encumbrances	$ 68,150	$ 75,098	$ 221,342	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000						
Reserved Fund Balance - Debt Service	$ 25,761	$ 13,913	$ 19,704	$ -	$ -	$ -	$ -	$ -	$ -						
Unreserved Fund Balance - Appropriated	$ 167,298	$ 40,074	$ 73,053	$ 140,048	$ -	$ -	$ -	$ -	$ -						
Unreserved Fund Balance	$ 1,177,063	$ 1,180,222	$ 1,147,279	$ 1,922,528	$ 1,922,528	$ 1,597,795	$ 1,229,707	$ 853,430	$ 271,173						
Unreserved Unappropriated Fund Balance as % of next fiscal year revenues BEFORE rate adjustments	22.69%	20.13%	18.01%	34.58%	33.13%	27.57%	21.09%	14.65%	4.66%						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance															
New Surplus (Deficit)					**$ (140,048)**	**$ (290,822)**	**$ (250,000)**	**$ (150,000)**	**$ (150,000)**						
Fund Equity, Beg. of Year					$ 2,162,576	$ 2,022,528	$ 1,731,706	$ 1,481,706	$ 1,331,706						
Fund Equity, End of Year					$ 2,022,528	$ 1,731,706	$ 1,481,706	$ 1,331,706	$ 1,181,706						
Reserved Fund Balances					$ 100,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000						
Unreserved Fund Balance					**$ 1,922,528**	**$ 1,631,706**	**$ 1,381,706**	**$ 1,231,706**	**$ 1,081,706**						
Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments	22.69%	20.13%	18.01%	34.58%	33.13%	28.15%	23.70%	21.15%	18.57%						

EXEMPTION IMPACT REPORT

RP-495 (9/08)

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

Date: **4/11/2016**

Taxing Jurisdiction: **City of Watertown**

Fiscal Year Begining: **July 1, 2016**

Total equalized value in taxing jurisdiction: **$1,749,218,545**

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Total Equalized Value (Column E)	Percentage of Value Exempted (Column F)
12100	NYS - GENERALLY	RPTL 404(1)	38	$21,843,533	1.25%
13100	CO - GENERALLY	RPTL 406(1)	52	$54,208,424	3.10%
13350	CITY - GENERALLY	RPTL 406(1)	203	$110,982,826	6.34%
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	$271,739	0.02%
13800	SCHOOL DISTRICT	RPTL 408	13	$39,866,087	2.28%
14100	USA - GENERALLY	RPTL 400(1)	1	$10,085,543	0.58%
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	9	$15,265,761	0.87%
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	PUB HSNG L 52(3)&(5)	10	$21,529,565	1.23%
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	9	$1,505,109	0.09%
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	60	$49,170,425	2.81%
25120	NONPROF CORP - EDUCL(CONST PROT)	RPTL 420-a	4	$18,638,043	1.07%
25130	NONPROF CORP - CHAR (CONST PROT)	RPTL 420-a	9	$8,903,587	0.51%
25210	NONPROF CORP - HOSPITAL	RPTL 420-a	14	$74,672,391	4.27%
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	22	$14,081,304	0.81%
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	$903,587	0.05%
25500	NONPROF MED, DENTAL, HOSP SVCE	RPTL 486	2	$1,663,913	0.10%
26100	VETERANS ORGANIZATION	RPTL 452	2	$751,196	0.04%
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	1	$310,326	0.02%
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	4	$9,313,804	0.53%
28520	NOT-FOR-PROFIT NURSING HOME CO	RPTL 422	1	$23,011,630	1.32%
28540	NOT-FOR-PROFIT HOUS CO - HOSTELS	RPTL 422	19	$2,577,663	0.15%
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	8	$20,435	0.00%
41111	VET PRO RATA: FULL VALUE ASSMT	RPTL 458(5)	34	$1,569,348	0.09%
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	369	$4,864,280	0.28%
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	484	$10,732,114	0.61%
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	264	$7,329,029	0.42%
41400	CLERGY	RPTL 460	1	$1,630	0.00%
41800	PERSONS AGE 65 OR OVER	RPTL 467	77	$2,304,604	0.13%
41801	PERSONS AGE 65 OR OVER	RPTL 467	1	$18,261	0.00%
44213	HOME IMPROVEMENTS	RPTL 421-f	7	$128,153	0.01%
44216	HOME IMPROVEMENTS	RPTL 421-f	38	$512,267	0.03%
47200	RAILROAD - PARTIALLY EXEMPT	RPTL 489-d&dd	1	$3,028,072	0.17%
47611	USINESS INVESTMENT PROPERTY POST 8/5/9	RPTL 485-b	34	$9,182,987	0.52%
47670	PROPERTY IMPRVMNT IN EMPIRE ZONE	RPTL 485-e	11	$9,370,870	0.54%
48660	HOUSING DEVELOPMENT FUND CO	P H FI L 577,654-a	4	$12,438,152	0.71%
48670	REDEVELOPMENT HOUSING CO	P H FI L 125 & 127	5	$10,149,837	0.58%
		Totals	1814	$551,206,495	31.51%

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

Amount, if any, attributed to payments in lieu of taxes: **$162,534.00**

RP-495 PILOT (9/08)

LOCAL GOVERNMENT EXEMPTION IMPACT REPORT
(for local use only -- not to be filed with NYS Board of Real Property Services)

Date: 4/24/2014

Taxing Jurisdiction: City of Watertown

Fiscal Year Begining: July 1, 2014

Total equalized value in taxing jurisdiction: $ $1,749,218,545

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Payments in Lieu of Taxes (PILOTs) (Column E)
18020	MUNICIPAL INDUSTRIAL DEV	RPTL 412-a	9	$85,601.00
18080	MUN HSNG AUTH-FEDERAL/MUN	PUB HSNG L 52(3)&(5)	10	$45,954.00
48670	REDEVELOPMENT HOUSING CO	P H FI L 125 & 127	5	$30,979.00
		Totals	24	$162,534.00

City of Watertown 2016 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) $9,278,700 - 0.59% # of parcels 1 PILOT Payments $0 Impact* $7.65 STATE MANDATED	Real property that is owned by the U.S. Government.
NYS OWNED - RPTL §404(1) $20,096,050 - 1.28% # of parcels 38 PILOT Payments $0 Impact* $16.41 STATE MANDATED	Real property owned by the State of New York or any of its departments or agencies.
CITY OWNED - RPTL §406(1) $102,104,200 - 6.50% # of parcels 203 PILOT Payments $0 Impact* $77.52 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) $49,871,750 - 3.18% # of parcels 52 PILOT Payments $0 Impact* $39.64 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 $36,676,800 - 2.34% # of parcels 13 PILOT Payments $0 Impact* $29.50 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 $14,044,500 - 0.89% # of parcels 9 PILOT Payments $85,601 Impact* $3.00 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 $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 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 $8,191,300 - 0.52% # of parcels 9 PILOT Payments $0 Impact* $6.76 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 $17,147,000 - 1.09% # of parcels 4 PILOT Payments $0 Impact* $14.04 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 $68,698,600 - 4.38% # of parcels 14 PILOT Payments $0 Impact* $53.69 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 $12,954,800 - 0.83% # of parcels 22 PILOT Payments $0 Impact* $10.65 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 $45,236,791 - 2.88% # of parcels 60 PILOT Payments $0 Impact* $36.11 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 $2,371,450 - 0.15% # of parcels 19 PILOT Payments $0 Impact* $1.97 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 $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 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
NOPROF-HSG - RPTL §422 $8,568,700 - 0.55% # of parcels 4 PILOT Payments $0 Impact* $7.07 STATE MANDATED	This exemption applies to property owned by certain private housing companies that is used for housing and auxiliary facilities for aged persons of low income.
NPROFNURSG - RPTL §422 $21,170,700 - 1.35% # of parcels 1 PILOT Payments $0 Impact* $17.27 STATE MANDATED	Real property owned by certain private housing companies that is used for a nursing home or other health-related facility for low-income persons.
CEMTRYASSC - RPTL §446 $285,500 - 0.02% # of parcels 1 PILOT Payments $0 Impact* $0.24 STATE MANDATED	Real property that is actually and exclusively used for cemetery purposes, or consists of unimproved land in which interments are reasonably and in good faith anticipated.
Veterans Organization - RPTL §452 $691,100 - 0.04% # of parcels 2 PILOT Payments $0 Impact* $0.57 STATE MANDATED	Real property owned by a corporation, association, or post of war veterans of the U.S. Armed Forces (such as the American Legion).
CLERGY - RPTL §460 $1,500 - 0.00% # of parcels 1 PILOT Payments $0 Impact* $0.00 STATE MANDATED	Real property that is owned by a member of the clergy who is engaged in the work of his or her religious denomination to the extent of $1,500 of assessed value.
Religous Residence - RPTL §462 $1,384,700 - 0.09% # of parcels 9 PILOT Payments $0 Impact* $1.15 STATE MANDATED	Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.

***The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 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* $1.27 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 $2,785,826 - 0.18% # of parcels 1 PILOT Payments $0 Impact* $2.31 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.

Sub Totals for State Mandated Exemptions

Exempt amount $423,090,767

# of parcels 465

% of assessment roll 26.95%

PILOT payments $85,601.00

Impact* $326.84

Name - Legal Authority	Description
PHFL Article 5 - PHFL §125, §127 $9,337,850 - 0.59% # of parcels 5 PILOT Payments $30,979 Impact* $4.60 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) $11,443,100 - 0.73% # of parcels 4 PILOT Payments $0 Impact* $9.42 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.

***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 $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 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
Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6) $19,807,200 - 1.26% # of parcels 10 PILOT Payments $45,954 Impact* $11.62 LOCAL OPTION	Real property that is owned or under the control of a municipal housing authority (MHA), financed or aided by a municipality or the federal government, but not by New York State, and used for low-income housing.
Town O/S Limits - RPTL §406(2) $250,000 - 0.02% # of parcels 1 PILOT Payments $0 Impact* $0.21 LOCAL OPTION	Two types of property owned by a town outside its boundaries: (1) a sewage disposal plant or system owned by any municipality and (2) a water plant, pumping station, water treatment plant, watershed, or reservoir. The exemption is allowed only if agreed to in writing by the governing board of the taxing jurisdiction in which the property is located.
NotForProfit-Permis - RPTL §420-b $831,300 - 0.05% # of parcels 2 PILOT Payments $0 Impact* $0.69 LOCAL OPTION	Real property that is owned by a nonprofit corporation or association organized exclusively for one or more specific purposes (bible, tract, benevolent, missionary, infirmary, public playground, scientific, literary, bar association, medical society, library, patriotic, historical, development of good sportsmanship for persons under age 18 through the conduct of supervised athletic games, or enforcement of laws relating to children or animals) and is used exclusively for carrying out one or more of these purposes. Each of these purposes is exempt unless specifically revoked by local law, ordinance, or resolution (after a public hearing).
Home Imp 421-F City - RPTL §421-f $117,901 - 0.01% # of parcels 7 PILOT Payments $0 Impact* $0.10 LOCAL OPTION	One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than $3,000. Exempt amount is the additional value due to improvements up to $80,000. This exemption applies only to the City and is given only in the event that the exemption is greater than the $50,000 School limit.
Home Imp 421-F City &S - RPTL §421-f $471,286 - 0.03% # of parcels 38 PILOT Payments $0 Impact* $0.39 LOCAL OPTION	One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than $3,000. Exempt amount is the additional value due to improvements up to $50,000.

***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 $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 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
% VET CT - RPTL §458 $1,443,800 - 0.09% # of parcels 34 PILOT Payments $0 Impact* $1.20 LOCAL OPTION	Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds". Before it's repeal in 1994 this exemption was given to all recipients of the standard eligible fund exemption requiring a change to the exempt amount in proportion to the change in assessed value of the veteran's property resulting from a revaluation.
VETFUNDC/T - RPTL §458 $18,800 - 0.00% # of parcels 8 PILOT Payments $0 Impact* $0.02 LOCAL OPTION	Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds".
VET COM CT - RPTL §458-a $9,873,545 - 0.63% # of parcels 484 PILOT Payments $0 Impact* $8.14 LOCAL OPTION	The primary residence of a veteran of the United States Armed Services who actively served during a period of war and served in a combat zone.
VET DIS CT - RPTL §458-a $6,742,707 - 0.43% # of parcels 264 PILOT Payments $0 Impact* $5.58 LOCAL OPTION	The primary residence of a veteran who sustained service-related disabilities, as evidenced by receipt of disability compensation rating from the Veterans Administration or the Department of Defense are eligible for a percentage exemption equal to one-half of their disability rating.
VET WAR CT - RPTL §458-a $4,475,138 - 0.29% # of parcels 369 PILOT Payments $0 Impact* $3.71 LOCAL OPTION	The primary residence of a veteran of the United States Armed Services who actively served during a period of war.
AGED C/T - RPTL §467 $16,800 - 0.00% # of parcels 1 PILOT Payments $0 Impact* $0.01 LOCAL OPTION	

***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 $107,386 and a tax levy of $8,751,251 (Final) .**

City of Watertown 2016 Exemption Impact Report

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

Name - Legal Authority	Description
AGED C/T/S - RPTL §467 $2,120,236 - 0.14% # of parcels 77 PILOT Payments $0 Impact* $1.76 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 $8,448,348 - 0.54% # of parcels 34 PILOT Payments $0 Impact* $6.97 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 $8,621,200 - 0.55% # of parcels 11 PILOT Payments $0 Impact* $7.12 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 $84,019,211

# of parcels 1349

% of assessment roll 5.35%

PILOT payments $76,933.00

Impact* $61.54

Grand Totals for All Exemptions

Exempt amount $507,109,978

# of parcels 1814

% of assessment roll 32.30%

PILOT payments $162,534.00

Impact* $388.38

***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 $107,386 and a tax levy of $8,751,251 (Final) .**