

# 2015-2016 Proposed Budget

## City of Watertown



# **CITY OF WATERTOWN NEW YORK**

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## **2015-16 BUDGET**

### **City Council**

Jeffrey E. Graham, Mayor

Roxanne M. Burns      Joseph M. Butler, Jr.

Stephen A. Jennings      Teresa R. Macaluso

### **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

Information Technology Manager, David S. Wurzburg

Library Director, Yvonne Reff

Planning & Community Development Coordinator, Kenneth A. Mix

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 & Burrows

Confidential Assistant to the City Manager, Matthew D. Roy

Confidential Secretary to the City Manager, Elaine Giso

# City Profile

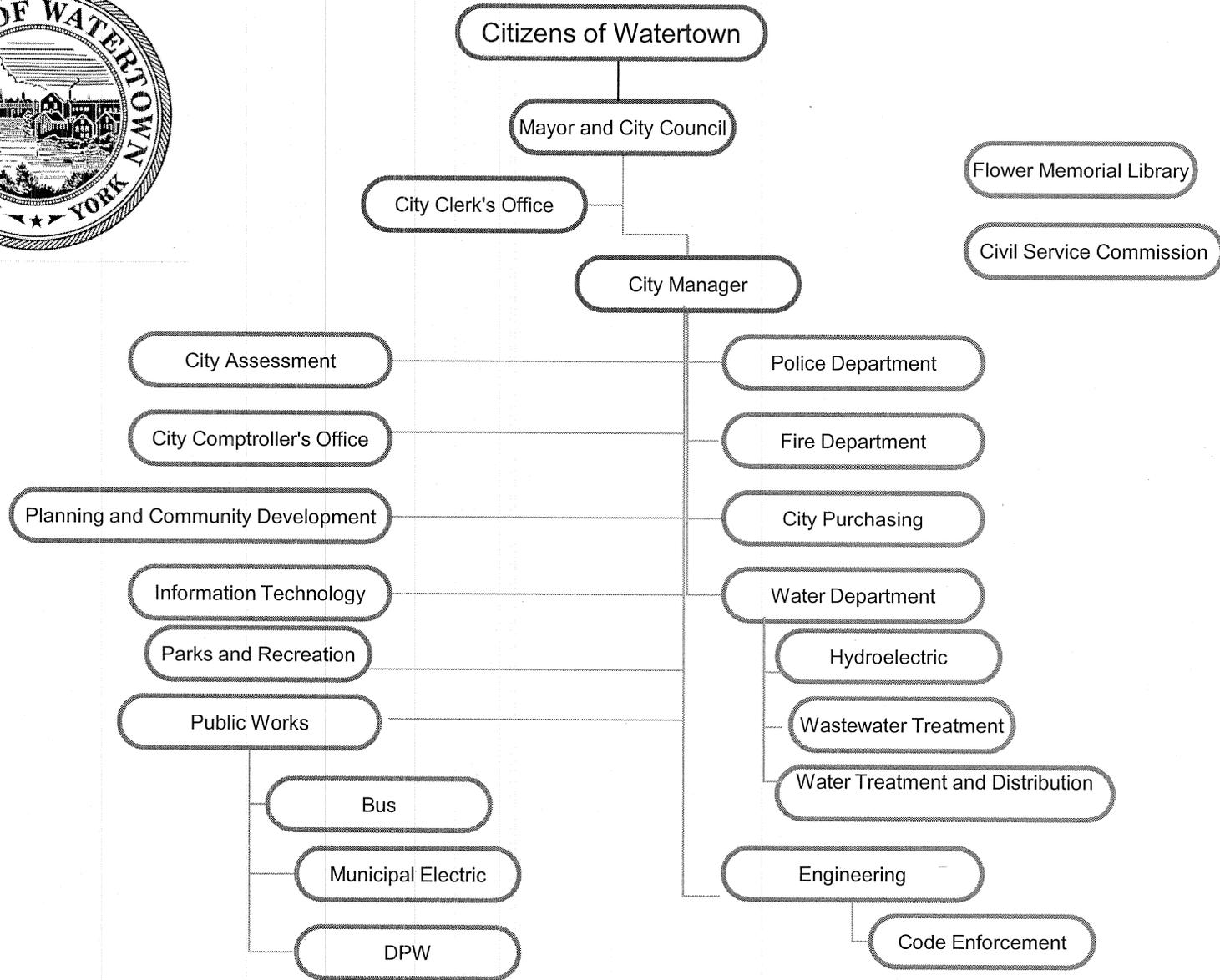
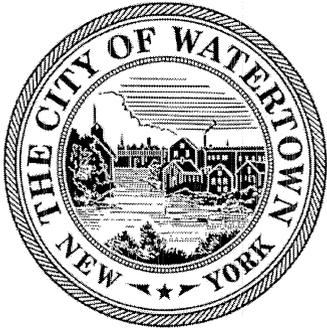
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|   |                                  |
|---|----------------------------------|
| Date of Incorporation                               | 1869                             |
| Form of Government                                  | Council-Manager                  |
| Current Populations Estimate (2012 Census estimate) | 27,900                           |
| Population Density (per acre)                       | 4.62                             |
| Land Area (square miles)                            | 9.4                              |
| Annual Unemployment Rate (City) 2014                | 8.0%                             |
| 2014 Equalized Full Value of Real Property @ 88%    | \$1,739,426,331                  |
| Median Household Income (2013)                      | \$38,004                         |
| Building/Maintenance Permits Issued (2014)          | 711 Permits - \$16,647,818 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                                     | 8,960                            |
| Bond Rating (General Obligation Bonds)              | Moody's Investor Services Aa3    |
| Number of Employees                                 |                                  |
| Full Time   | 313                              |
| Part Time   | 38                               |
| Seasonal  | 77                               |

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## City of Watertown

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April 17, 2015

To: The Honorable Mayor and City Council

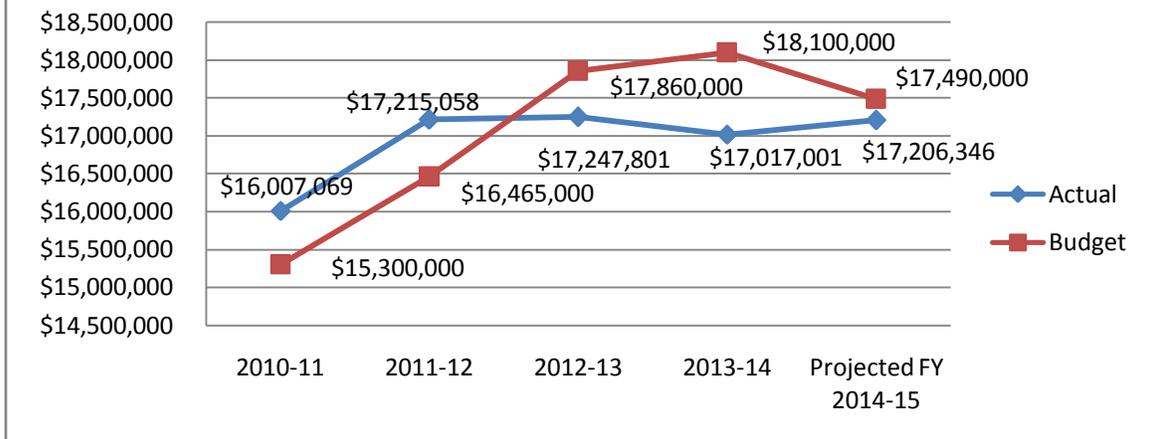
From: Sharon Addison, City Manager

Subject: Introduction of Proposed Budget for Fiscal Year 2015/2016

The preparation of the City's budget is a continual process of identifying possible improvements to service and delivery and potential efficiencies in conducting business throughout the year culminating with each Department submitting their operational requests and five-year capital projections. City staff plays an integral role in identifying potential cost-savings in order to restore and preserve fiscal health in the current year and throughout a five-year projection. To that end, last year's budget introduction offered several staff recommendations for changes to levels of service so that the trend of relying on the General fund balance to minimize the tax burden could be altered. Mid fiscal year, several City Council Work Sessions were dedicated to discussing levels of service for the Flower Memorial Library hours and security, CitiBus, sidewalk program, refuse/recycling programs, green waste service, Municipal Arena concessions, and healthcare and prescription coverage for employees and future retirees. As a result of these sessions, Council elected to resurrect the sidewalk program, which nets \$21K in savings for the City's cost share of the FY15/16 program compared to previous sidewalk districts. The cost to the City decreased two-fold due to the size of this year's district and due to the modest increase in price per square foot for the taxpayer. Additionally, significant savings were achieved during the course of the FY14/15 budget year as the City successfully negotiated changes to bargaining unit health insurance premiums and co-pays and by issuing RFP's for contracted services. These measures will save the Self-Funded Health Insurance Fund approximately \$470K in the FY15/16 budget year, and will slightly offset premium increases for all City employees.

The proposal before you presents a tax levy increase of 5.06% with a \$1.1M appropriation from the General fund balance. A levy of 5.06% was difficult to achieve given that arena debt alone is 7.3% of the tax levy and does not account for agreed upon wage increases for CSEA and Police. This proposal can only proceed if City Council adopts a Local Law to override the NYS property tax cap of 1.88% for FY15/16. Electing to appropriate funding from the General fund balance to stay at or below the tax cap this year jeopardizes the General fund balance for the five-year spend-plan and beyond. Likewise, it makes it nearly impossible to comply with Governor Cuomo's mandate to cap property taxes at the lower of 2% or the rate of inflation beginning in FY16/17 and beyond to ensure that taxpayers receive a Tax Freeze Credit. Regardless, this level of spending for the City's current levels of service and operations, debt service, and the projected five-year plan are not sustainable long-term and, again this fiscal year, demand serious review and consideration for radically changing levels of service, operational models and possibly even reducing staffing. It is our responsibility to deliver a balanced budget to ensure that essential safety, security and other municipal services are provided to the taxpayer. Change is required, and vital, in order to restore and sustain the long-term fiscal health of the City.

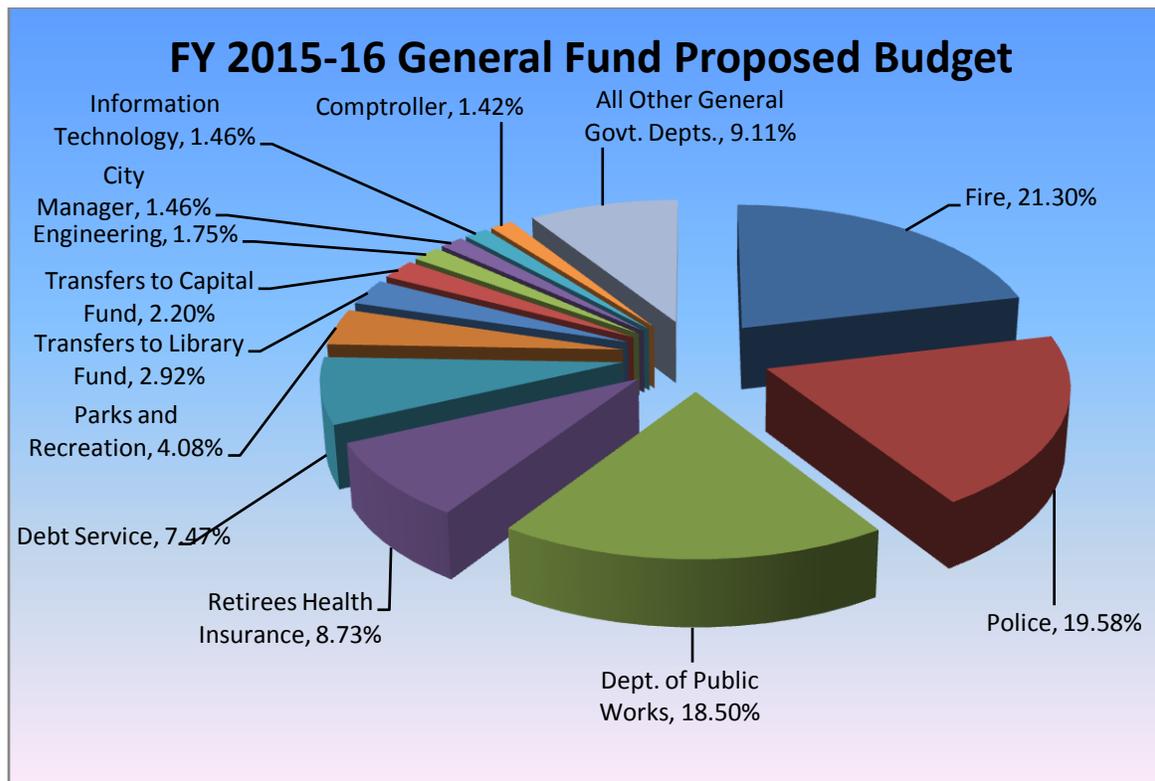
## Sales Tax - Budgeted vs. Actual, 2010/11 - 2014/15



The primary factors contributing to the 3.95% increase in operations costs include personal services, together with wage and salary and modest benefit increases, proposed vehicle procurements, and maintenance and repair of the City's aging municipal building and IT infrastructure.

|                           | <u>FY 2014-15</u><br><u>Budget</u> | <u>%</u>      | <u>FY 2015-16</u><br><u>Proposed Budget</u> | <u>%</u>      | <u>Increase /</u><br><u>(Decrease)</u> | <u>Increase /</u><br><u>(Decrease) %</u> |
|---------------------------|------------------------------------|---------------|---|---------------|--|--|
| Personal Services         | \$15,785,775                       | 39.75%        | \$ 16,262,715                               | 39.38%        | \$ 476,940                             | 3.02%                                    |
| Retirement System         | 3,894,464                          | 9.80%         | 3,645,427                                   | 8.83%         | (249,037)                              | -6.39%                                   |
| Health Insurance          | 6,498,571                          | 16.36%        | 6,815,841                                   | 16.51%        | 317,270                                | 4.88%                                    |
| Social Security           | 1,207,581                          | 3.04%         | 1,244,095                                   | 3.01%         | 36,514                                 | 3.02%                                    |
| Workers Compensation      | 512,100                            | 1.29%         | 511,100                                     | 1.24%         | (1,000)                                | -0.20%                                   |
| Other Fringe Benefits     | 27,500                             | 0.07%         | 27,250                                      | 0.07%         | (250)                                  | -0.91%                                   |
| Equipment                 | 601,250                            | 1.51%         | 532,200                                     | 1.29%         | (69,050)                               | -11.48%                                  |
| Operating Expenses        | 6,727,850                          | 16.94%        | 6,966,751                                   | 16.87%        | 238,901                                | 3.55%                                    |
| Transfer to Library Fund  | 1,298,665                          | 3.27%         | 1,204,698                                   | 2.92%         | (93,967)                               | -7.24%                                   |
| Transfer to Capital Fund  | 470,000                            | 1.18%         | 908,125                                     | 2.20%         | 438,125                                | 93.22%                                   |
| Transfer to Reserve Funds | 85,000                             | 0.21%         | 85,000                                      | 0.21%         | -                                      | 0.00%                                    |
| Debt Service              | <u>2,613,235</u>                   | <u>6.58%</u>  | <u>3,086,348</u>                            | <u>7.47%</u>  | <u>473,113</u>                         | <u>18.10%</u>                            |
|                           | <u>\$39,721,991</u>                | <u>100.0%</u> | <u>\$ 41,289,550</u>                        | <u>100.0%</u> | <u>\$1,567,559</u>                     | <u>3.95%</u>                             |

Wage increases as negotiated and included in the FY15/16 proposed budget include Police (2.5%), CSEA (2.5%) and IBEW (1.5%). The budget also accounts for a projected wage increase of 2.5% for Fire, pending successful negotiations, and proposes a 3% increase for management. Management forfeited their cost of living increase for FY14/15; this action further compromised the pay distinction between wage and salaried employees. It is quite possible that as soon as next fiscal year, a union employee's annual salary could be equivalent to or more than his/her manager's salary, and this will certainly be the case for the following fiscal year and beyond if the current trend continues.



Another ongoing process is to continually evaluate staffing to ensure that both operations and support staff are adequately resourced to meet the demands of the provided service. With that, this budget proposes the creation of four full-time positions. Specifically, a Project Manager is requested for the Information Technology Department; starting January 1, 2016 a CitiBus Mechanic and a Transit Director for the Department of Public Works (DPW), of which 50% of each new DPW position will be funded by the Federal Transit Authority (FTA) under the City's new transit designation; and a Building Safety Inspector for the Code Enforcement Bureau pending the negotiation of the return of Fire personnel from Codes to Fire. Moreover, this budget proposes the addition of two part-time positions, one for a Library Clerk to gap the extended medical leave absence of a full-time employee and the other for a CitiBus Account Clerk for DPW that will be 50% funded by FTA.

Other significant assumptions include:

- Sales tax revenue projected growth is 2% for the FY, consistent with its performance for the last six months of FY14/15;
- To partially offset Arena debt, as previously discussed and decided by Council, an additional \$60K will be transferred to the General fund from the Tourism Fund for the FY15/16 rather than to 3<sup>rd</sup> party recipients such as Thousand Islands Regional Tourism Council, Jefferson County Historical Society and the Disabled Persons Action Organization as in previous fiscal years;
- Based on the Fire study recommendations for staff adjustments in Fire and Codes: deleted two vacant Firefighter positions, created a Building Safety Inspector position in Codes and returned a Fire staff position to the line. The civilian Codes position will be filled pending successful negotiations of the return of Fire personnel from Codes to the line. The net savings as a result of these recommendations is \$47K.

- The addition of a second canine for the Police department to increase, two-fold, the City's coverage of the war against drugs and other canine-assisted pursuits. The canine and associated costs for gear, training and boarding are roughly \$25K;
- Approximately \$21.5K has been proposed in the City Manager's line to conduct a salary schedule study for management to prevent the compromised position of a subordinate earning a higher salary than their management;
- Also in the City Manager's line and cost shared with other Funds, is the proposal to re-establish the Employee Assistance Program for \$7300. In addition to providing short-term counseling for employees and immediate family members, the vendor will serve as the DOT Substance Abuse Profession that is required by FTA for the City's Transit program, they will provide federally mandated training to CitiBus employees and annual video-based training for all employees on Workplace Violence, Right to Know and Sexual Harassment;
- The franchise of Municipal Arena concessions for a minimum bid of \$30K;
- The elimination of all ice season revenue and operating expenses due to Arena construction;
- Delayed approximately \$139K requests for the following vehicles/equipment to FY16/17: unmarked vehicle (Police); pickup (Parks&Rec/Playgrounds); pickup (Parks&Rec/Arena); sewer jetter (DPW/Storm Sewer);
- Delayed the resurfacing of the Hydroelectric Turbine Intake for \$130K to FY16/17;
- For green waste disposal, the use of paper bags only, effective October 1, 2015;
- The City's self-insured health insurance program reflects a 4.72% premium increase this FY, the magnitude of the increase due to claims costs was mitigated by appropriating \$225K from the reserves;
- And, through appropriating fund balance for both the Water and Sewer funds, rate increases were mitigated for FY15/16.

FY15/16 projected revenue adjustments assume: 2% growth for sales tax based on past performance; NYS aid remains fixed; Municipal Arena increases for ice and other activities will be phased in over two seasons as soon as it returns to operations, and fees that distinguish residency will be increased 25% for non-City residents. CitiBus fares will increase from \$1.50 to \$2.00 and due to the FTA designation, the annual revenue stream for CitiBus federal funding will increase from \$140K to \$450K. It is staff's best estimate that we are on target for the third straight underperforming sales tax budget.

The management team requests Council review and consider staff recommendations to correct the course of expenditures and preserve fiscal health during the next five years and beyond. The following recommendations are of consequential magnitude that would net significant cost savings; however, the implementation and savings would not necessarily affect the new fiscal year's budget:

- Consider reducing the annual appropriation to the Community Action Planning Council
- Reduce Flower Memorial Library hours based on usage data
- Reduce Flower Memorial security
- Modify the sidewalk program to restore the cost-share to 50/50 between the City and the taxpayer
- Eliminate refuse and green waste service
- Franchise Arena concessions

- Transfer CitiBus operations to a regional authority structure
- 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 2015-16 Budget  
Property Tax Rate Calculation**

|   | <u>2014-15</u>   | <u>2015-16</u>   | <u>Change</u> | <u>% Change</u> |
|---|------------------|------------------|---------------|-----------------|
| <b>Appropriations</b>                                     | \$ 39,721,991    | \$ 41,289,550    | \$ 1,567,559  | 3.95%           |
| <b>Less Revenues Other than Property Tax Levy</b>         | \$ 30,472,890    | \$ 30,775,665    | \$ 302,775    | 0.99%           |
| <b>Less Fund Balance</b>                                  | \$ 600,000       | \$ 1,100,000     | \$ 500,000    | 83.33%          |
| <b>Less Sidewalk Reserve</b>                              | \$ 66,500        | \$ 66,500        | -             | 0.00%           |
| <b>Less Capital Reserve</b>                               | \$ 280,000       | \$ 670,000       | \$ 390,000    | 139.29%         |
| <b>Real Property Tax Levy (1)</b>                         | \$ 8,259,585     | \$ 8,677,385     | \$ 417,800    | 5.06%           |
| <b>Taxable Assessed Valuation</b>                         | \$ 1,033,766,939 | \$ 1,037,341,589 | \$ 3,574,650  | 0.35%           |
| <b>Tax Rate per \$1,000 of Taxable Assessed Valuation</b> | \$ 7.976         | \$ 8.355         | \$ 0.379      | 4.75%           |

**(1) Property tax levy for FY 2014-15 was budgeted to be \$8,302,601. However, due to the use of the tentative taxable assessed value rather than the final taxable assessed value the levy was set lower by \$43,016.**

**City of Watertown  
Fiscal Year 2015-16 Proposed Budget  
Constitutional Tax Limit**

|   |                         |
|---|-------------------------|
| Five Year Total Full Valuation                  | <u>\$ 5,604,355,367</u> |
| Five Year Average Full Valuation                | <u>\$ 1,120,871,073</u> |
| Constitutional Tax Limit - 2% of 5 Year Average | <u>\$ 22,417,421</u>    |
| Property Tax Levy                               | \$ 8,302,601            |
| Less Total Exclusions                           | <u>\$ 4,625,402</u>     |
| Tax Levy Subject to Tax Limit                   | <u>\$ 3,677,199</u>     |
| Percentage of Tax Limit Exhausted               | <u>16.40%</u>           |
| Constitutional Tax Margin                       | <u>\$ 18,740,222</u>    |

**City of Watertown  
Fiscal Year 2015-16 Budget  
Property Tax Cap Calculation**

|             |   | <u>FY 2015-16</u>          |
|-------------|---|----------------------------|
|             | Prior Year Adopted Tax Levy   | \$ 8,259,585               |
| Multiply By | Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)  | <u>1.0038</u>              |
|             | <b>Subtotal</b>   | \$ 8,290,971               |
| Plus        | PILOTs Receivable from Prior Year   | <u>139,125</u>             |
| Equals      | <b>Subtotal</b>   | 8,430,096                  |
| Multiply By | Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)  | <u>1.62%</u>               |
| Equals      | <b>Subtotal</b>   | 8,566,664                  |
| Less        | PILOTs Receivable for Current Year  | (152,000)                  |
| Plus        | Available Carryover from Prior Year   | <u>-</u>                   |
| Equals      | <b>Tax Levy Limit Before Adjustments / Exclusions</b>   | \$ 8,414,664               |
| Less        | Costs Incurred from Transfer of Local Government Functions  | -                          |
| Plus        | Savings Realized from Transfer of Local Government Functions  | <u>-</u>                   |
| Equals      | <b>Tax Levy Limit (Adjusted for Transfer of Local Government Functions)</b>   | \$ 8,414,664               |
| Plus        | Tax Levy Necessary for Expenditures Resulting from Tort Orders / Judgments over 5% of Prior Year Levy   | -                          |
| Plus        | Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Employees Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points       | -                          |
| 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%)   | <u>-</u>                   |
| Equals      | <b>Tax Levy Limit (Adjusted for Transfers and Exclusions)</b>   | <u><u>\$ 8,414,664</u></u> |
|             | Tax Levy Increase Allowable per Tax Cap Calculation   | \$ 155,079                 |
|             | Percent Tax Levy Increase Allowable per Tax Cap Calculation   | 1.88%                      |

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Revenue Summary**

|  | <u>FY 2012-13 Actual</u> | <u>FY 2013-14 Actual</u> | <u>FY 2014-15 Budget</u> | <u>FY 2015-16 Budget</u> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Taxes and Penalties  | \$ 18,306,278            | \$ 18,080,220            | \$ 18,523,125            | \$ 18,617,000            |
| Departmental Revenues  | 4,624,828                | 5,492,778                | 5,127,200                | 5,186,575                |
| Intergovernmental Revenues   | 125,391                  | 154,596                  | 136,170                  | 140,030                  |
| Use of Money and Property  | 65,548                   | 95,910                   | 90,585                   | 89,035                   |
| Licenses and Permits   | 66,534                   | 110,098                  | 83,350                   | 92,600                   |
| Fines and Other Revenues   | 422,506                  | 238,552                  | 236,600                  | 248,100                  |
| Interfund Transfers  | 367,253                  | 456,119                  | 416,350                  | 484,000                  |
| State and Federal Aid  | 8,935,384                | 5,633,058                | 5,881,385                | 5,926,010                |
| Real Property Taxes  | <u>7,425,474</u>         | <u>7,601,671</u>         | <u>8,280,726</u>         | <u>8,669,700</u>         |
| <b>Total Revenues</b>  | <u>\$ 40,339,196</u>     | <u>\$ 37,863,001</u>     | <u>\$ 38,775,491</u>     | <u>\$ 39,453,050</u>     |
| Appropriated Debt Reserve (Sidewalk Program)                           | 56,665                   | 53,969                   | 66,500                   | 66,500                   |
| Appropriated Capital Reserve   | -                        | 1,061,286                | 280,000                  | 670,000                  |
| Appropriated Fund Balance  | <u>493,527</u>           | <u>-</u>                 | <u>600,000</u>           | <u>1,100,000</u>         |
| <b>Total Revenues and<br/>Appropriated Reserves /<br/>Fund Balance</b> | <u>\$ 40,889,388</u>     | <u>\$ 38,978,256</u>     | <u>\$ 39,721,991</u>     | <u>\$ 41,289,550</u>     |
| <b>Fund Balance</b>  |                          |                          |                          |                          |
| Beginning reserves and fund balance                                    | \$ 10,783,562            | \$ 13,373,127            |                          |                          |
| + Revenues   | 40,339,196               | 37,863,001               |                          |                          |
| + Transfer to debt reserve (sidewalk program)                          | 39,757                   | 52,272                   |                          |                          |
| - Expenses   | (40,889,388)             | (38,825,885)             |                          |                          |
| - Transfer to capital reserve  | <u>3,100,000</u>         | <u>-</u>                 |                          |                          |
| Ending reserve and fund balances                                       | \$ 13,373,127            | \$ 12,462,515            |                          |                          |
| - Reserve for inventory and prepaid expenses                           | (5,737)                  | (2,362)                  |                          |                          |
| - Reserve for capital  | (3,100,022)              | (2,037,753)              |                          |                          |
| - Reserved for debt (sidewalk program)                                 | (285,236)                | (283,538)                |                          |                          |
| - Reserve for Fairgrounds Stadium                                      | (20,085)                 | (20,089)                 |                          |                          |
| - Reserve for encumbrances   | (253,124)                | (411,927)                |                          |                          |
| - Fund balance appropriated to subsequent fiscal year                  | <u>(1,564,310)</u>       | <u>(600,000)</u>         |                          |                          |
| Unreserved un-appropriated fund balance                                | <u>\$ 8,144,613</u>      | <u>\$ 9,106,846</u>      |                          |                          |

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Tax and Penalty Revenues**

|                                       | <u>FY 2012-13</u>    | <u>FY 2013-14</u>    | <u>FY 2014-15</u>    | <u>FY 2015-16</u>    |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|
|                                       | <u>Actual</u>        | <u>Actual</u>        | <u>Budget</u>        | <u>Budget</u>        |
| A1080 Federal PILOTs                  | \$ 46,152            | \$ 37,108            | \$ 37,500            | \$ 42,000            |
| A1081 Other PILOTs                    | 108,167              | 103,154              | 101,625              | 110,000              |
| A1090 Interest/Penalties Property Tax | 162,492              | 184,062              | 150,000              | 175,000              |
| A1110 State Admin. Sales & Use Tax    | 17,247,801           | 17,017,001           | 17,490,000           | 17,575,000           |
| A1130 Utilities Gross Receipts Tax    | 329,528              | 350,345              | 340,000              | 330,000              |
| A1170 Franchises                      | <u>412,138</u>       | <u>388,550</u>       | <u>404,000</u>       | <u>385,000</u>       |
| <b>Taxes and Penalties</b>            | <u>\$ 18,306,278</u> | <u>\$ 18,080,220</u> | <u>\$ 18,523,125</u> | <u>\$ 18,617,000</u> |

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

A1110 - State Administered Sales & Use Tax - Per agreement with Jefferson County, the City receives 24% of the three and three quarters percent county sales tax collected within the County.

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

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

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Departmental Revenues**

|                                  | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                  | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| A1235 Tax Sale Advertising       | \$ 16,518           | \$ 20,925           | \$ 16,000           | \$ 17,000           |
| A1240 Comptroller's Fees         | 10,187              | 7,745               | 8,000               | 8,000               |
| A1250 Assessor's Fees            | 521                 | 508                 | 250                 | 500                 |
| A1255 Clerk Fees                 | 111,426             | 113,781             | 115,000             | 115,000             |
| A1260 Civil Service Fees         | 7,937               | 1,385               | 1,500               | 5,000               |
| A1520 Police Fees                | 16,649              | 2,050               | 13,000              | 2,000               |
| A1710 Public Works Fee           | 74,685              | 88,169              | 85,000              | 90,000              |
| A1715 DPW Charges - Fuel         | 29,534              | 33,305              | 28,700              | 23,000              |
| A1750 Bus Fares                  | 158,613             | 161,090             | 160,000             | 166,000             |
| A1751 Bus Advertising            | 11,372              | 14,395              | 12,000              | 13,000              |
| A2001 Park & Recreation Charges  | 10,812              | 16,204              | 7,800               | 7,700               |
| A2002 Field Use Charges          | 15,385              | 36,290              | 26,500              | 31,300              |
| A2012 Recreation Concessions     | 93,670              | 74,760              | 69,700              | 7,500               |
| A2025 Stadium Charges            | 8,600               | 17,050              | 14,500              | 10,600              |
| A2030 Arena Fees                 | 52,321              | 44,472              | 7,750               | 11,475              |
| A2065 Skating Rink Charges       | 143,864             | 127,101             | 128,000             | -                   |
| A2110 Zoning Fees                | 3,250               | 3,500               | 3,500               | 3,500               |
| A2130 Refuse and Garbage Charges | 489,409             | 486,041             | 500,000             | 495,000             |
| A2135 Refuse and Garbage Totes   | 293,971             | 337,659             | 330,000             | 390,000             |
| A2150 Sale of Surplus Power      | <u>3,076,104</u>    | <u>3,906,347</u>    | <u>3,600,000</u>    | <u>3,790,000</u>    |
| <b>Departmental Revenues</b>     | <u>\$ 4,624,828</u> | <u>\$ 5,492,778</u> | <u>\$ 5,127,200</u> | <u>\$ 5,186,575</u> |

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Departmental Revenues**

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

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

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

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

**City of Watertown**  
**Fiscal Year 2015-16 Budget**  
**General Fund Departmental Revenues**

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 2015-16 Budget  
General Fund Intergovernmental Revenues**

|   | <b>FY 2012-13</b> | <b>FY 2013-14</b> | <b>FY 2014-15</b> | <b>FY 2015-16</b> |
|---|-------------------|-------------------|-------------------|-------------------|
|   | <b>Actual</b>     | <b>Actual</b>     | <b>Budget</b>     | <b>Budget</b>     |
| A2210 Assessment Services for other Govts.  | \$ 4,953          | \$ 4,959          | \$ 4,930          | \$ 4,930          |
| A2220 Civil Service Charges School District | 31,981            | 33,500            | 28,640            | 28,500            |
| A2260 Police Services                       | 88,457            | 110,537           | 97,000            | 101,000           |
| A2300 Transportation, Other Governments     | -                 | 5,600             | 5,600             | 5,600             |
| <b>Intergovernmental Revenues</b>           | <b>\$ 125,391</b> | <b>\$ 154,596</b> | <b>\$ 136,170</b> | <b>\$ 140,030</b> |

A2210 - Tax & Assess. Svces 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 2015-16 Budget  
General Fund Use of Money and Property Revenues**

|                                  | <u>FY 2012-13<br/>Actual</u> | <u>FY 2013-14<br/>Actual</u> | <u>FY 2014-15<br/>Budget</u> | <u>FY 2015-16<br/>Budget</u> |
|----------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| A2401 Interest and Earnings      | \$ 14,214                    | \$ 11,526                    | \$ 20,000                    | \$ 13,000                    |
| A2410 Rental of Real Property    | <u>51,334</u>                | <u>84,384</u>                | <u>70,585</u>                | <u>76,035</u>                |
| <b>Use of Money and Property</b> | <u>\$ 65,548</u>             | <u>\$ 95,910</u>             | <u>\$ 90,585</u>             | <u>\$ 89,035</u>             |

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

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

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund License and Permit Revenues**

|                                       | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                       | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| A2501 Business/Occupational Licenses  | \$ 5,482          | \$ 6,911          | \$ 5,000          | \$ 5,000          |
| A2530 Games of Chance Licenses        | 1,242             | 73                | 100               | 100               |
| A2540 Bingo Licenses                  | 3,098             | 2,326             | 3,000             | 2,000             |
| A2555 Building & Alteration Permits   | 49,672            | 85,272            | 65,000            | 75,000            |
| A2560 City Permits                    | 2,625             | 9,621             | 5,000             | 5,000             |
| A2590 Permits - Other                 | 4,180             | 5,495             | 5,000             | 5,000             |
| A2591 Storm and Sanitary Sewer Permit | <u>235</u>        | <u>400</u>        | <u>250</u>        | <u>500</u>        |
| <b>Licenses and Permits</b>           | <u>\$ 66,534</u>  | <u>\$ 110,098</u> | <u>\$ 83,350</u>  | <u>\$ 92,600</u>  |

A2501 - Business and Occupation 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 & 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 - Permits Other - 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 2015-16 Budget  
General Fund Fines and Other Revenues**

|                                       | <b>FY 2012-13</b>        | <b>FY 2013-14</b>        | <b>FY 2014-15</b>        | <b>FY 2015-16</b>        |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | <b>Actual</b>            | <b>Actual</b>            | <b>Budget</b>            | <b>Budget</b>            |
| A2610 Fines & Forfeited Bail          | \$ 143,708               | \$ 120,182               | \$ 145,000               | \$ 135,000               |
| A2650 Scrap & Excess Material Sale    | 3,903                    | 17,459                   | 6,000                    | 10,000                   |
| A2655 Minor Sales                     | -                        | -                        | 100                      | 100                      |
| A2660 Sale of Real Property           | 194,403                  | 3                        | 25,000                   | 50,000                   |
| A2665 Sale of Equipment               | 16,012                   | 18,202                   | 15,000                   | 15,000                   |
| A2680 Insurance Recoveries            | 46,615                   | 21,035                   | 15,000                   | 20,000                   |
| A2701 Refund of Prior Years' Expenses | 10,371                   | 35,282                   | 5,000                    | 5,000                    |
| A2705 Gifts & Donations               | 6,073                    | 21,273                   | 20,500                   | 6,000                    |
| A2770 Other Unclassified Revenues     | 584                      | 987                      | 1,000                    | 1,000                    |
| A2773 Payment Processing Fees         | 837                      | 4,129                    | 4,000                    | 6,000                    |
| <b>Fines and Other Revenue</b>        | <b><u>\$ 422,506</u></b> | <b><u>\$ 238,552</u></b> | <b><u>\$ 236,600</u></b> | <b><u>\$ 248,100</u></b> |

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

A2650 - Scrap & 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 Years Expense - Refunds received for a prior year expenditure.

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

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 2015-16 Budget  
General Fund Interfund Transfer Revenues**

|                                    | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                    | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| A2802 Central Printing and Mailing | \$ 4,012          | \$ 4,587          | \$ 6,250          | \$ 5,000          |
| A2803 Central Garage               | 115,831           | 108,088           | 120,000           | 115,000           |
| A5031 Interfund Transfers          | <u>247,410</u>    | <u>343,444</u>    | <u>290,100</u>    | <u>364,000</u>    |
| <b>Interfund Revenues</b>          | <u>\$ 367,253</u> | <u>\$ 456,119</u> | <u>\$ 416,350</u> | <u>\$ 484,000</u> |

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

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

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

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund State and Federal Aid Revenues**

|   | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|---|---------------------|---------------------|---------------------|---------------------|
|   | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| A3001 State Aid, Per Capita             | \$ 7,803,208        | \$ 4,703,208        | \$ 4,703,208        | \$ 4,703,208        |
| A3005 State Aid, Mortgage Tax           | 480,981             | 363,701             | 375,000             | 350,000             |
| A3089 State Reimb. Workers' Comp.       | 61,885              | 73,140              | 81,500              | 65,000              |
| A3330 State Reimb. Court Security       | 38,051              | 36,540              | 37,000              | 38,500              |
| A3331 State Reimb. Court Costs          | 1,752               | 1,772               | 1,752               | 1,752               |
| A3501 CHIPS                             | 6,174               | 5,349               | 81,750              | 26,000              |
| A3589.3 State Mass.Trans. Assist.       | 245,809             | 234,921             | 234,000             | 246,000             |
| A3594 State Aid - Bus Projects          | 1,640               | 830                 | 6,750               | 9,750               |
| A3820 State Aid, Youth Program          | 4,891               | 4,528               | -                   | -                   |
| A3821 State Aid, Juvenile Program       | 3,614               | 3,316               | -                   | -                   |
| A3989 State Aid, Home & Community Serv. | 19,443              | 4,320               | 25,000              | 25,000              |
| A4389 Fed Aid, Public Safety            | 110,515             | 187,442             | 92,925              | 4,000               |
| A4510 Fed. Aid, Highway Safety          | 7,001               | 7,350               | 8,500               | 6,800               |
| A4589.4 Federal Transportation Assist.  | 150,420             | 6,640               | 234,000             | 450,000             |
| <b>State &amp; Federal Aid</b>          | <b>\$ 8,935,384</b> | <b>\$ 5,633,058</b> | <b>\$ 5,881,385</b> | <b>\$ 5,926,010</b> |

**City of Watertown**  
**Fiscal Year 2015-16 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 - For each mortgage recorded on property located within the City we receive 1/2% tax as our share.

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

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

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

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

A3589.3 - State Mass Transportation Assist. - 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, Other Home & Community Service - Grant proceeds from the New York State Department of State for Brownfield related project costs

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

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

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

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Property Tax Revenues**

|                                 | <u>FY 2012-13</u>   | <u>FY 2013-14</u>   | <u>FY 2014-15</u>   | <u>FY 2015-16</u>   |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                 | <u>Actual</u>       | <u>Actual</u>       | <u>Budget</u>       | <u>Budget</u>       |
| A1001 Real Property Taxes       | \$ 7,373,612        | \$ 7,518,661        | \$ 8,302,601        | \$ 8,677,385        |
| A1030 Special Assessments       | 8,418               | 8,574               | 10,125              | 5,815               |
| A1050 Real Property Tax Reserve | <u>43,444</u>       | <u>74,437</u>       | <u>(32,000)</u>     | <u>(13,500)</u>     |
| <b>Real Property Taxes</b>      | <u>\$ 7,425,474</u> | <u>\$ 7,601,671</u> | <u>\$ 8,280,726</u> | <u>\$ 8,669,700</u> |

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 2015-16 Budget  
General Fund Expenditure Summary**

|                                     | <b>FY 2012-13</b> | <b>FY 2013-14</b> | <b>FY 2014-15</b> | <b>FY 2015-16</b> |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                     | <b>Actual</b>     | <b>Actual</b>     | <b>Budget</b>     | <b>Budget</b>     |
| City Council                        | \$ 71,830         | \$ 73,330         | \$ 81,524         | \$ 84,654         |
| Mayor                               | 27,938            | 28,211            | 34,310            | 34,392            |
| Municipal Executive                 | 565,499           | 580,210           | 600,983           | 604,499           |
| Comptroller Department              | 543,146           | 527,290           | 590,443           | 586,413           |
| Purchasing Department               | 130,523           | 134,802           | 134,757           | 136,754           |
| Assessment Department               | 260,109           | 245,007           | 249,445           | 264,397           |
| Tax Advertising                     | 20,220            | 21,053            | 19,850            | 21,000            |
| Property Acquired                   | 121,917           | 2,700             | 31,750            | 52,000            |
| Fiscal Agent Fees                   | 920               | 920               | 800               | 800               |
| City Clerk                          | 210,646           | 213,697           | 203,163           | 212,302           |
| Law                                 | 289,588           | 289,009           | 306,500           | 306,500           |
| Civil Service                       | 82,208            | 73,645            | 66,292            | 63,563            |
| Engineering                         | 683,901           | 686,722           | 765,542           | 723,730           |
| Public Works Administration         | 510,509           | 471,011           | 517,554           | 506,224           |
| Municipal Building                  | 160,374           | 178,476           | 198,814           | 197,704           |
| Central Garage                      | 733,871           | 775,901           | 789,053           | 776,416           |
| Central Printing & Mailing          | 65,981            | 71,133            | 72,450            | 83,850            |
| Information Technology              | 487,961           | 458,527           | 526,871           | 603,748           |
| Judgments & Claims                  | -                 | -                 | 5,500             | 30,000            |
| Real Property Taxes                 | 39,585            | 39,466            | 39,525            | 39,600            |
| Contingency                         | -                 | -                 | 618,000           | 575,000           |
| Police Department                   | 7,775,781         | 7,899,168         | 7,941,795         | 8,084,870         |
| Fire Department                     | 8,426,431         | 8,953,245         | 8,832,626         | 8,795,346         |
| Animal Control                      | 94,344            | 4,740             | 96,335            | 98,719            |
| Code Enforcement                    | 490,459           | 365,847           | 420,498           | 507,112           |
| Buildings and Grounds Maintenance   | 495,375           | 644,531           | 611,246           | 590,552           |
| Maintenance of Roads                | 792,365           | 733,369           | 1,021,679         | 895,342           |
| Snow Removal                        | 1,138,588         | 1,325,241         | 1,306,145         | 1,392,214         |
| Hydroelectric Production            | 343,503           | 380,986           | 409,473           | 388,265           |
| Traffic Control and Lighting        | 783,154           | 929,154           | 908,210           | 926,263           |
| Airport                             | 142,914           | -                 | -                 | -                 |
| Bus                                 | 823,170           | 858,116           | 991,646           | 1,111,800         |
| Parking Facilities                  | 56,059            | 42,615            | 67,172            | 79,500            |
| Community Action Planning Council   | 52,000            | 52,000            | 47,500            | 47,500            |
| Publicity                           | 4,500             | 450               | 5,000             | 5,000             |
| Private Social Services Agency      | 2,200             | -                 | -                 | -                 |
| Parks and Recreation Administration | 287,611           | 305,083           | 230,790           | 243,991           |
| Thompson Park                       | 343,297           | 307,464           | 371,284           | 499,145           |
| Playgrounds                         | 45,450            | 65,981            | 65,671            | 64,053            |
| Fairgrounds                         | 237,798           | 178,633           | 182,606           | 201,635           |
| Outdoor Winter Activities           | -                 | 678               | 28,725            | 15,165            |
| Athletic Programs                   | 93,967            | 74,200            | 93,245            | 144,683           |
| Dog Park                            | -                 | -                 | -                 | 4,200             |
| Pools                               | 167,619           | 160,793           | 143,601           | 165,765           |
| Ice Arena                           | 658,769           | 584,410           | 544,094           | 347,596           |

**City of Watertown  
Fiscal Year 2015-16 Budget  
General Fund Expenditure Summary**

|                             | <b>FY 2012-13</b>    | <b>FY 2013-14</b>    | <b>FY 2014-15</b>    | <b>FY 2015-16</b>    |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
|                             | <b>Actual</b>        | <b>Actual</b>        | <b>Budget</b>        | <b>Budget</b>        |
| Historian                   | -                    | -                    | 250                  | 250                  |
| Zoning                      | 2,346                | 2,733                | 3,000                | 3,000                |
| Planning                    | 16,796               | 24,512               | 13,100               | 77,700               |
| Storm Sewer                 | 317,795              | 320,430              | 382,629              | 369,480              |
| Refuse & Garbage            | 963,158              | 828,145              | 958,926              | 991,981              |
| Workers' Compensation       | 66,406               | 52,950               | 40,000               | 59,000               |
| Unemployment Insurance      | 6,451                | 17,714               | 7,500                | 7,500                |
| Health Insurance - Retirees | 3,227,839            | 3,335,795            | 3,306,014            | 3,606,340            |
| Medicare Part B - Retirees  | 298,534              | 325,715              | 351,205              | 358,116              |
| Compensated Absences        | 61,550               | (77,980)             | 15,000               | 15,000               |
| Other Employee Benefits     | 10,053               | 7,355                | 5,000                | 4,750                |
| General Liability Reserve   | 75,000               | 75,000               | 75,000               | 75,000               |
| Transfer to Library Fund    | 1,393,974            | 1,209,204            | 1,298,665            | 1,204,698            |
| Transfer to Capital Reserve | 3,100,000            | -                    | -                    | -                    |
| Transfer Capital Fund       | 314,481              | 1,312,295            | 470,000              | 908,125              |
| Black River Trust Reserve   | 10,000               | 10,000               | 10,000               | 10,000               |
| Debt Service                | 2,762,925            | 2,644,204            | 2,613,235            | 3,086,348            |
| <b>Total Expenditures</b>   | <b>\$ 40,889,388</b> | <b>\$ 38,825,885</b> | <b>\$ 39,721,991</b> | <b>\$ 41,289,550</b> |

**Fiscal Year:** 2015-16  
**Department:** City Council  
**Account Code:** A1010  
**Function:** General Government Support



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

### **2014-15 Accomplishments**

- ✓ Provided continued support to developer during renovation efforts of the historic Woolworth Building; supported the reopening of the building in February 2015 as affordable housing and commercial space.
- ✓ Initiated and completed analysis and study of the City's Fire Department to determine staffing levels and other potential initiatives to improve efficiencies and reduce expenditures.
- ✓ Maintained the Aa3 rating, as reaffirmed by Moody's Investor Services.
- ✓ Worked with the Flower Memorial Library Board and staff to address security concerns.
- ✓ Agreed to resurrect the sidewalk program with a modest increase to the taxpayer while still offering a significant subsidy to help make the program affordable for folks, also allowing homeowners to spread the cost over a ten year period.
- ✓ Hired an actuarial consulting firm at a modest cost to examine and analyze the stop loss insurance coverage for the City's self-insured health insurance plan; resulted in savings of \$30,000 and affirmed the City's stop loss coverage at \$175,000.

### **2015-16 Goals and Objectives**

- Monitor Police Department's transition to 12-hour shifts to ascertain the benefit to City taxpayers.
- Work to implement the Fire Department study recommendations.
- 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 issues in the City.
- Work with staff and community partners to develop and improve neighborhoods in the Near East Side.
- Work with the Board of Education to improve child, pedestrian, and neighbor safety on Knickerbocker Drive related to Knickerbocker Elementary School.
- Work with staff to complete renovations to City Court.
- Work with staff to enhance revenue streams for the Watertown Municipal Arena.
- Work with selected developer to enhance 138 Court Street.
- Support the efforts of the Masonic Temple owners to ensure the successful rehabilitation of this significant downtown building.
- 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: 2015-16**  
**Department: City Council**  
**Account Code: A1010**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 50,692                          | \$ 52,135                          | \$ 51,704                          | \$ 51,704                          |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 50,692</u>                   | <u>\$ 52,135</u>                   | <u>\$ 51,704</u>                   | <u>\$ 51,704</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 6,725                              | 6,871                              | 15,300                             | 18,900                             |
| 440 Fees Non Employees                | 465                                | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 976                                | 713                                | 650                                | 650                                |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | 70                                 | 150                                | 150                                |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 8,166</u>                    | <u>\$ 7,654</u>                    | <u>\$ 16,100</u>                   | <u>\$ 19,700</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 9,094                           | \$ 9,553                           | \$ 9,767                           | \$ 9,294                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 3,878                              | 3,988                              | 3,953                              | 3,956                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ 12,972</u>                   | <u>\$ 13,541</u>                   | <u>\$ 13,720</u>                   | <u>\$ 13,250</u>                   |
| <b>Department Total</b>               | <u><u>\$ 71,830</u></u>            | <u><u>\$ 73,330</u></u>            | <u><u>\$ 81,524</u></u>            | <u><u>\$ 84,654</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: City Council**  
**Account Code: A1010**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |    |               |
|-------------|-------------------------|----|---------------|
| A.1010.0110 | Salaries                |    |               |
|             | Council Members         | \$ | 51,704        |
|             | Total Personal Services | \$ | <u>51,704</u> |

**Operating Expenses**

|             |                            |            |               |
|-------------|----------------------------|------------|---------------|
| A.1010.0430 | Contracted Services        |            |               |
|             | Broadcasting of Meetings   | \$         | 10,500        |
|             | Security                   |            | 7,800         |
|             | Legal Ads                  | <u>600</u> | \$ 18,900     |
| A.1010.0450 | Miscellaneous              |            |               |
|             | Travel and Training        | 500        |               |
|             | Membership Dues            | <u>150</u> | 650           |
| A.1010.0460 | Materials and Supplies     |            |               |
|             | Business Cards, Letterhead |            | <u>150</u>    |
|             | Total Operating Expenses   | \$         | <u>19,700</u> |

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| A.1010.0810 | New York State Employees' Retirement System |    |               |
|             |   | \$ | 9,294         |
| A.1010.0830 | Social Security                             |    | <u>3,956</u>  |
|             | Total Fringe Benefits                       | \$ | <u>13,250</u> |

|                     |  |           |                      |
|---------------------|--|-----------|----------------------|
| <b>TOTAL BUDGET</b> |  | <b>\$</b> | <b><u>84,654</u></b> |
|---------------------|--|-----------|----------------------|

**Fiscal Year:** 2015-16  
**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.

### **2014-15 Accomplishments**

- ✓ Achieved Council consensus on accepting bids and approving bonding for the Watertown Municipal Arena Renovations.
- ✓ Worked with developer in support of full demolition of Mercy Hospital in anticipation of its redevelopment.
- ✓ Supported the reopening of the Woolworth Building as affordable housing and commercial opportunities.
- ✓ Regained title to 138 Court Street and have established a process to evaluate proposals for redevelopment.
- ✓ Worked with community groups on preserving Fort Drum, developing a military monument in Thompson Park and worked with staff and Council on formulating a plan for a City-operated dog park at Factory Square Park.

### **2015-16 Goals and Objectives**

- Work to implement the Fire Department study recommendations.
- Continue work on various downtown projects including the former Mercy site.
- Work with Council and staff to enhance revenue streams for the Watertown Municipal Arena.
- Work towards completion of the Fort Drum Monument, the Factory Square Dog Park, and other community based projects like the splash park and the Children's Playground rehabilitation.
- Develop a plan to deal with the end of the National Grid hydro contract, as well as work to keep stable City finances and taxes.

**City of Watertown**

**Fiscal Year: 2015-16**

**Department: Mayor**

**Account Code: A1210**

**Function: General Government Support**

| <u>Budget Summary</u>                   | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>                |                                    |                                    |                                    |                                    |
| 110 Salaries                            | \$ 16,898                          | \$ 17,380                          | \$ 17,236                          | \$ 17,236                          |
| 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 Allow. / Reimbursements    | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services                 | <u>\$ 16,898</u>                   | <u>\$ 17,380</u>                   | <u>\$ 17,236</u>                   | <u>\$ 17,236</u>                   |
| <b>Equipment</b>                        |                                    |                                    |                                    |                                    |
| 230 Vehicles                            | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                               | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                         | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>               |                                    |                                    |                                    |                                    |
| 410 Utilities                           | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                           | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services                 | -                                  | -                                  | -                                  | -                                  |
| 440 Fees Non Employees                  | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                       | 7,264                              | 6,804                              | 7,100                              | 7,100                              |
| 455 Vehicle Expenses                    | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies              | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000                | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses                | <u>\$ 7,264</u>                    | <u>\$ 6,804</u>                    | <u>\$ 7,100</u>                    | <u>\$ 7,100</u>                    |
| <b>Fringe Benefits</b>                  |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System    | \$ 2,997                           | \$ 3,238                           | \$ 3,413                           | \$ 3,240                           |
| 820 NYS NYS Police/Fire Retirement Syst | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                     | 779                                | 790                                | 1,319                              | 1,319                              |
| 840 Workers' Compensation               | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                    | -                                  | -                                  | 5,242                              | 5,497                              |
| Total Fringe Benefits                   | <u>\$ 3,776</u>                    | <u>\$ 4,028</u>                    | <u>\$ 9,974</u>                    | <u>\$ 10,056</u>                   |
| <b>Department Total</b>                 | <u><u>\$ 27,938</u></u>            | <u><u>\$ 28,211</u></u>            | <u><u>\$ 34,310</u></u>            | <u><u>\$ 34,392</u></u>            |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Mayor**  
**Account Code: A1210**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |    |               |
|-------------|-------------------------|----|---------------|
| A.1210.0110 | Salaries                |    |               |
|             | Mayor                   | \$ | 17,236        |
|             | Total Personal Services | \$ | <u>17,236</u> |

**Operating Expenses**

|             |                          |    |              |
|-------------|--------------------------|----|--------------|
| A.1210.0450 | Miscellaneous            |    |              |
|             | NYCOM Membership         | \$ | 6,600        |
|             | Travel Expenses          |    | <u>500</u>   |
|             | Total Operating Expenses | \$ | <u>7,100</u> |

**Fringe Benefits**

|             |                                  |    |               |
|-------------|----------------------------------|----|---------------|
| A.1210.0810 | NYS Employees' Retirement System | \$ | 3,240         |
| A.1210.0830 | Social Security                  |    | 1,319         |
| A.1210.0850 | Health Insurance                 |    | <u>5,497</u>  |
|             | Total Fringe Benefits            | \$ | <u>10,056</u> |

**TOTAL BUDGET** \$ 34,392

**Fiscal Year:** 2015-16  
**Department:** City Manager's Office  
**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, Planning and Community Development Coordinator, two Planners, Confidential Assistant to the City Manager and a Secretary support this department's activities.

### **2014-15 Accomplishments:**

- ✓ Successfully negotiated Collective Bargaining Agreements with Police and CSEA.
- ✓ Partnered with County and DOT officials to receive official endorsement of the Metropolitan Planning Organization; seated as one of two City members of the Policy Committee to ensure the preservation and more efficient use of existing transportation systems; the enhancement of transit services; the consistency of transportation programs with land use plans; the increased safety and security of the transportation system; and the increased consideration of social, economic, and environmental effects.
- ✓ Advocated for the City's formal membership with the Jefferson County Stormwater Coalition by whose collective efforts will comply with federal stormwater regulations and improve water quality in a cost-effective manner.
- ✓ Began the process of negotiating the collective bargaining agreement with City Fire.
- ✓ Successfully appointed replacements for key positions within the City: Chief and Captain of Police, City Engineer, Confidential Assistant to the City Manager, Benefits Manager, Assistant Superintendent of Parks & Recreation.

### **2015-16 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.
- Work with City Council to implement the Fire study recommendations.
- Commence negotiation of collective bargaining agreement with IBEW and continue negotiations with the Fire Department.
- Continue to work with department heads to contain costs and identify efficiencies in delivering services.

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: City Manager**  
**Account Code: A1230**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 371,041                         | \$ 385,971                         | \$ 400,263                         | \$ 388,876                         |
| 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 Allow. / Reimbursements  | 7,819                              | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 378,860</u>                  | <u>\$ 385,971</u>                  | <u>\$ 400,263</u>                  | <u>\$ 388,876</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ 796                             | \$ 825                             | \$ 800                             |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | -                                  | 15,787                             | 14,250                             | 35,325                             |
| 440 Fees Non Employees                | 2,430                              | 2,460                              | 2,500                              | -                                  |
| 450 Miscellaneous                     | 6,385                              | 3,729                              | 6,655                              | 12,405                             |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 382                                | 1,331                              | 750                                | 750                                |
| 465 Equipment < \$10,000              | 13,108                             | 346                                | 450                                | 2,000                              |
| Total Operating Expenses              | <u>\$ 22,305</u>                   | <u>\$ 24,449</u>                   | <u>\$ 25,430</u>                   | <u>\$ 51,280</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 69,353                          | \$ 70,522                          | \$ 66,515                          | \$ 58,732                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 26,606                             | 27,069                             | 30,621                             | 29,749                             |
| 840 Workers' Compensation             | -                                  | 314                                | -                                  | -                                  |
| 850 Health Insurance                  | 68,375                             | 71,884                             | 78,154                             | 75,862                             |
| Total Fringe Benefits                 | <u>\$ 164,334</u>                  | <u>\$ 169,790</u>                  | <u>\$ 175,290</u>                  | <u>\$ 164,343</u>                  |
| <b>Department Total</b>               | <u><u>\$ 565,499</u></u>           | <u><u>\$ 580,210</u></u>           | <u><u>\$ 600,983</u></u>           | <u><u>\$ 604,499</u></u>           |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: City Manager**  
**Account Code: A1230**  
**Function: General Government Support**

|                           |   | <u>FY 2015-16 Budget</u> |                          |
|---------------------------|---|--------------------------|--------------------------|
| <b>Personal Services</b>  |   |                          |                          |
| A.1230.0110               | Salaries  |                          |                          |
|                           | City Manager  | \$ 125,000               |                          |
|                           | Planning and Community Development Coord.                   | 66,607                   |                          |
|                           | Planner (2)   | 97,676                   |                          |
|                           | Confidential Assistant to the City Manager (.9) *           | 44,593                   |                          |
|                           | Confidential Secretary to the City Manager                  | 47,000                   |                          |
|                           | Benefits Administrator (.2) **                              | 8,000                    |                          |
|                           |   | <u>388,876</u>           | \$ 388,876               |
|                           | Total Personal Services                                     |                          | <u>\$ 388,876</u>        |
| <b>Operating Expenses</b> |   |                          |                          |
| A.1230.0410               | Utilities   |                          |                          |
|                           | Cell phone  |                          | \$ 800                   |
| A.1230.0430               | Contracted Services   |                          |                          |
|                           | Management Salary Schedule Study                            | \$ 21,425                |                          |
|                           | Background Checks   | 700                      |                          |
|                           | Human Resource Consultant                                   | 13,200                   |                          |
|                           |   | <u>35,325</u>            | 35,325                   |
| A.1230.0450               | Miscellaneous   |                          |                          |
|                           | Travel and Training, Seminars                               | 2,000                    |                          |
|                           | Membership/Organizational Dues                              | 1,930                    |                          |
|                           | Tree Lighting   | 150                      |                          |
|                           | Advertising   | 250                      |                          |
|                           | Shipping  | 100                      |                          |
|                           | Federally Mandated Training and Employee Assistance Program | 5,475                    |                          |
|                           | Miscellaneous Citywide Training                             | 2,500                    |                          |
|                           |   | <u>12,405</u>            | 12,405                   |
| A.1230.0460               | Materials and Supplies                                      |                          |                          |
|                           | Letterhead, Envelopes, Forms                                |                          | 750                      |
| A.1230.0465               | Equipment < \$10,000  |                          |                          |
|                           | Computer replacements (2)                                   |                          | 2,000                    |
|                           | Total Operating Expenses                                    |                          | <u>\$ 51,280</u>         |
| <b>Fringe Benefits</b>    |   |                          |                          |
| A.1230.0810               | New York State Employees' Retirement System                 | \$ 58,732                |                          |
| A.1230.0830               | Social Security   | 29,749                   |                          |
| A.1230.0850               | Health Insurance  | 75,862                   |                          |
|                           | Total Fringe Benefits                                       | <u>164,343</u>           | \$ 164,343               |
|                           | <b>TOTAL BUDGET</b>   |                          | <u><u>\$ 604,499</u></u> |

\* Split 10% with MS.1710

\*\* Split 80% with MS.1710

**Fiscal Year:** 2015-16  
**Department:** Comptroller's Department  
**Account Code:** A1315  
**Function:** General Government Support



**Description:** The City Comptroller is the Chief Fiscal Officer of the City; the custodian of all City funds. The Comptroller's Office is responsible for general accounting functions, which 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.

### **2014-15 Accomplishments**

- ✓ Began 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 such as the Arena rehabilitation project and the Factory Street reconstruction.

### **2015-16 Goals and Objectives**

- Continue to develop accounting policies and procedures manual.
- 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: 2015-16**  
**Department: Comptroller**  
**Account Code: A1315**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 160,261                         | \$ 154,482                         | \$ 173,775                         | \$ 168,575                         |
| 120 Clerical                          | 164,955                            | 157,906                            | 160,228                            | 163,851                            |
| 130 Wages                             | -                                  | -                                  | -                                  | -                                  |
| 140 Temporary                         | -                                  | 289                                | -                                  | -                                  |
| 150 Overtime                          | 3,432                              | 1,958                              | 5,000                              | 5,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 2,800                              | 1,189                              | -                                  | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| <b>Total Personal Services</b>        | <u>\$ 331,448</u>                  | <u>\$ 315,824</u>                  | <u>\$ 339,003</u>                  | <u>\$ 337,426</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| <b>Total Equipment</b>                | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | 2,030                              | 2,474                              | 3,310                              | 2,600                              |
| 430 Contracted Services               | 46,513                             | 49,120                             | 69,752                             | 76,600                             |
| 440 Fees Non Employees                | 18,314                             | 25,282                             | 25,440                             | 21,600                             |
| 450 Miscellaneous                     | 3,392                              | 4,509                              | 4,720                              | 5,510                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 2,848                              | 2,654                              | 3,525                              | 3,600                              |
| 465 Equipment < \$10,000              | 10,795                             | 3,516                              | 1,550                              | 3,500                              |
| <b>Total Operating Expenses</b>       | <u>\$ 83,892</u>                   | <u>\$ 87,554</u>                   | <u>\$ 108,297</u>                  | <u>\$ 113,410</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 57,503                          | \$ 59,001                          | \$ 62,312                          | \$ 60,271                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 24,290                             | 23,240                             | 25,935                             | 25,814                             |
| 840 Workers' Compensation             | 114                                | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | 45,899                             | 41,671                             | 54,896                             | 49,492                             |
| <b>Total Fringe Benefits</b>          | <u>\$ 127,806</u>                  | <u>\$ 123,913</u>                  | <u>\$ 143,143</u>                  | <u>\$ 135,577</u>                  |
| <b>Department Total</b>               | <u>\$ 543,146</u>                  | <u>\$ 527,290</u>                  | <u>\$ 590,443</u>                  | <u>\$ 586,413</u>                  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Comptroller**  
**Account Code: A1315**  
**Function: General Government Support**

|                           |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|---------------------------|---|---------------------------------|--------------------------|
| <b>Personal Services</b>  |   |                                 |                          |
| A.1315.0110               | Salaries                                    |                                 |                          |
|                           | City Comptroller                            | \$ 85,279                       |                          |
|                           | Deputy City Comptroller                     | 62,496                          |                          |
|                           | Accountant (.5)                             | <u>20,800</u>                   | \$ 168,575               |
| A.1315.0120               | Clerical                                    |                                 |                          |
|                           | Principal Account Clerk (2)                 | 87,999                          |                          |
|                           | Sr. Account Clerk Typist (2)                | <u>75,852</u>                   | 163,851                  |
| A.1315.0150               | Overtime                                    |                                 | 5,000                    |
|                           | Total Personal Services                     |                                 | <u>\$ 337,426</u>        |
| <b>Operating Expenses</b> |   |                                 |                          |
| A.1315.0420               | Insurance                                   |                                 | \$ 2,600                 |
| A.1315.0430               | Contracted Services                         |                                 |                          |
|                           | Office Equipment Maintenance                | \$ 525                          |                          |
|                           | Advertising - Tax/audit/debt notices        | 425                             |                          |
|                           | Unemployment Services                       | 2,300                           |                          |
|                           | Bankruptcy Search Services                  | 100                             |                          |
|                           | KVS Financial Software Maintenance          | 40,575                          |                          |
|                           | Parking Ticket Software Maintenance         | 23,475                          |                          |
|                           | Credit Card Processing Fees                 | 7,000                           |                          |
|                           | Record Management Services                  | 250                             |                          |
|                           | Debt Disclosure Filing                      | 550                             |                          |
|                           | Fixed Asset Software Maintenance            | <u>1,400</u>                    | 76,600                   |
| A.1315.0440               | Fees, Non Employees                         |                                 |                          |
|                           | Single Audit                                | 20,400                          |                          |
|                           | Actuarial Services                          | <u>1,200</u>                    | 21,600                   |
| A.1315.0450               | Miscellaneous                               |                                 |                          |
|                           | Travel and Training, Seminars               | 3,185                           |                          |
|                           | Dues and Publications                       | 2,275                           |                          |
|                           | Shipping                                    | <u>50</u>                       | 5,510                    |
| A.1315.0460               | Materials and Supplies                      |                                 |                          |
|                           | Letterhead, Envelopes                       | 1,300                           |                          |
|                           | Checks, 1099s, W-2s                         | <u>2,300</u>                    | 3,600                    |
| A.1315.0465               | Equipment < \$10,000                        |                                 |                          |
|                           | Miscellaneous Office Equipment              |                                 | <u>3,500</u>             |
|                           | Total Operating Expenses                    |                                 | <u>\$ 113,410</u>        |
| <b>Fringe Benefits</b>    |   |                                 |                          |
| A.1315.0810               | New York State Employees' Retirement System |                                 | \$ 60,271                |
| A.1315.0830               | Social Security                             |                                 | 25,814                   |
| A.1315.0850               | Health Insurance                            |                                 | <u>49,492</u>            |
|                           | Total Fringe Benefits                       |                                 | <u>\$ 135,577</u>        |
|                           | <b>TOTAL BUDGET</b>                         |                                 | <u><u>\$ 586,413</u></u> |

**Fiscal Year:** 2015-16  
**Department:** Purchasing Department  
**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. This department administers the bidding process and in the past fiscal year oversaw 15 sealed bids, reviewed approximately 3,454 requests for purchase, 3 requests for proposals and numerous requests for quotations.

**2014-15 Accomplishments:**

- ✓ Continued conversations with other governmental agencies in 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.

**2015-16 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.
- Collaborate with other City Departments to establish policies and procedures that will bring the City into compliance with Federal Grant requirements.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Purchasing Department**  
**Account Code: A1345**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 64,545                          | \$ 66,177                          | \$ 65,923                          | \$ 65,923                          |
| 120 Clerical                          | 33,624                             | 34,428                             | 33,624                             | 35,681                             |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 98,169</u>                   | <u>\$ 100,605</u>                  | <u>\$ 99,547</u>                   | <u>\$ 101,604</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 107                                | -                                  | 125                                | 125                                |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 1,636                              | 1,569                              | 1,600                              | 1,700                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 1,743</u>                    | <u>\$ 1,569</u>                    | <u>\$ 1,725</u>                    | <u>\$ 1,825</u>                    |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 17,253                          | \$ 18,857                          | \$ 19,711                          | \$ 19,102                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 7,445                              | 7,612                              | 7,615                              | 7,773                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | 5,913                              | 6,159                              | 6,159                              | 6,450                              |
| Total Fringe Benefits                 | <u>\$ 30,611</u>                   | <u>\$ 32,628</u>                   | <u>\$ 33,485</u>                   | <u>\$ 33,325</u>                   |
| <b>Department Total</b>               | <u><u>\$ 130,523</u></u>           | <u><u>\$ 134,802</u></u>           | <u><u>\$ 134,757</u></u>           | <u><u>\$ 136,754</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Purchasing Department**  
**Account Code: A1345**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |    |                |
|-------------|-------------------------|----|----------------|
| A.1345.0110 | Salaries                |    |                |
|             | Purchasing Manager      | \$ | 65,923         |
| A.1345.0120 | Clerical                |    |                |
|             | Account Clerk Typist    |    | <u>35,681</u>  |
|             | Total Personal Services | \$ | <u>101,604</u> |

**Operating Expenses**

|             |                             |    |              |
|-------------|-----------------------------|----|--------------|
| A.1345.0430 | Contracted Services         |    |              |
|             | Printing                    | \$ | 125          |
| A.1345.0450 | Miscellaneous               |    |              |
|             | Association Fees            | \$ | 100          |
|             | Education/Travel & Training |    | <u>1,600</u> |
|             | Total Operating Expenses    | \$ | <u>1,825</u> |

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| A.1345.0810 | New York State Employees' Retirement System |    |               |
|             |   | \$ | 19,102        |
| A.1345.0830 | Social Security                             |    | 7,773         |
| A.1345.0850 | Health Insurance                            |    | <u>6,450</u>  |
|             | Total Fringe Benefits                       | \$ | <u>33,325</u> |

|                     |  |           |                       |
|---------------------|--|-----------|-----------------------|
| <b>TOTAL BUDGET</b> |  | <b>\$</b> | <b><u>136,754</u></b> |
|---------------------|--|-----------|-----------------------|

**Fiscal Year:** 2015-16  
**Department:** Assessment Department  
**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.

#### **2014-15 Accomplishments:**

- ✓ Reviewed exemption eligibility of properties based upon the NYS STAR registration program resulting in the removal of a number of ineligible veteran exemptions.
- ✓ Worked with IT to complete the conversion of tax maps to a GIS format.
- ✓ Progressed from the development stage of a document management system to a limited access production server.
- ✓ Coordinated with the City Clerk's office the scanning and indexing of City Council Minutes dating back to 1980 as well as original deeds to City streets and made them available internally.

#### **2015-16 Goals and Objectives:**

- Implement changes to the STAR program as proposed by the 2015-2016 New York State budget bill, helping City property owners navigate the change to an income tax credit for new applicants.
- Put into practice new tax map change procedures to provide for real time tax maps/data.
- Continue work towards a city-wide document management system.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Assessment**  
**Account Code: A1355**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 62,773                          | \$ 64,272                          | \$ 63,298                          | \$ 63,298                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 91,436                             | 96,473                             | 95,273                             | 102,900                            |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | 152                                | -                                  | 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 154,361</u>                  | <u>\$ 160,744</u>                  | <u>\$ 158,771</u>                  | <u>\$ 166,398</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 213                             | \$ 480                             | \$ 481                             | \$ 481                             |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 3,520                              | 3,389                              | 3,670                              | 3,670                              |
| 440 Fees Non Employees                | 43,259                             | 19,038                             | 25,000                             | 30,000                             |
| 450 Miscellaneous                     | 5,983                              | 5,969                              | 6,675                              | 7,425                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 1,463                              | 1,732                              | 1,900                              | 1,950                              |
| 465 Equipment < \$10,000              | 604                                | 363                                | 1,300                              | 1,800                              |
| Total Operating Expenses              | <u>\$ 55,042</u>                   | <u>\$ 30,971</u>                   | <u>\$ 39,026</u>                   | <u>\$ 45,326</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 28,119                          | \$ 29,913                          | \$ 27,865                          | \$ 27,787                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 11,452                             | 11,740                             | 12,145                             | 12,729                             |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | 11,135                             | 11,638                             | 11,638                             | 12,157                             |
| Total Fringe Benefits                 | <u>\$ 50,706</u>                   | <u>\$ 53,292</u>                   | <u>\$ 51,648</u>                   | <u>\$ 52,673</u>                   |
| <b>Department Total</b>               | <u><u>\$ 260,109</u></u>           | <u><u>\$ 245,007</u></u>           | <u><u>\$ 249,445</u></u>           | <u><u>\$ 264,397</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Assessment**  
**Account Code: A1355**  
**Function: General Government Support**

|                           |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|---------------------------|---|---------------------------------|--------------------------|
| <b>Personal Services</b>  |   |                                 |                          |
| A.1355.0110               | Salaries                                    |                                 |                          |
|                           | City Assessor                               |                                 | \$ 63,298                |
| A.1355.0130               | Wages                                       |                                 |                          |
|                           | Real Property Appraiser                     | \$ 60,260                       |                          |
|                           | Real Property Tax Service Aide              | <u>42,640</u>                   | 102,900                  |
| A.1355.0150               | Overtime                                    |                                 | <u>200</u>               |
|                           | Total Personal Services                     |                                 | <u>\$ 166,398</u>        |
| <br>                      |   |                                 |                          |
| <b>Operating Expenses</b> |   |                                 |                          |
| 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)               | <u>2,000</u>                    | \$ 3,670                 |
| A.1355.0440               | Fees, Non Employees                         |                                 |                          |
|                           | Legal and Appraisals Services               |                                 | 30,000                   |
| A.1355.0450               | Miscellaneous                               |                                 |                          |
|                           | Professional Organization Dues              | 375                             |                          |
|                           | Travel and Training                         | 1,750                           |                          |
|                           | Postage                                     | 5,000                           |                          |
|                           | Mileage                                     | <u>300</u>                      | 7,425                    |
| A.1355.0460               | Materials and Supplies                      |                                 |                          |
|                           | Tax Bills & Notices                         | 1,600                           |                          |
|                           | Office Supplies                             | <u>350</u>                      | 1,950                    |
| A.1355.0465               | Equipment < \$10,000                        |                                 |                          |
|                           | Computer                                    | 1,000                           |                          |
|                           | Adobe Acrobat Pro (3)                       | <u>800</u>                      | 1,800                    |
|                           | Total Operating Expenses                    |                                 | <u>\$ 45,326</u>         |
| <br>                      |   |                                 |                          |
| <b>Fringe Benefits</b>    |   |                                 |                          |
| A.1355.0810               | New York State Employees' Retirement System |                                 | \$ 27,787                |
| A.1355.0830               | Social Security                             |                                 | 12,729                   |
| A.1355.0850               | Health Insurance                            |                                 | <u>12,157</u>            |
|                           | Total Fringe Benefits                       |                                 | <u>\$ 52,673</u>         |
| <br>                      |   |                                 |                          |
| <b>TOTAL BUDGET</b>       |   |                                 | <u><u>\$ 264,397</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Miscellaneous**  
**Account Code: A1362, A1380, A1930, A1950, A1990**  
**Function: General Government Support**

|                            | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|----------------------------|-------------------|-------------------|-------------------|-------------------|
|                            | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| A1362 Tax Advertising      | \$ 20,220         | \$ 21,053         | \$ 19,850         | \$ 21,000         |
| A1380 Fiscal Agent Fees    | 920               | 920               | 800               | 800               |
| A1930 Judgments and Claims | -                 | -                 | 5,500             | 30,000            |
| A1950 Real Property Taxes  | 39,585            | 39,466            | 39,525            | 39,600            |
| A1990 Contingency          | <u>-</u>          | <u>-</u>          | <u>618,000</u>    | <u>575,000</u>    |
| <b>TOTAL BUDGET</b>        | <u>\$ 60,725</u>  | <u>\$ 61,439</u>  | <u>\$ 683,675</u> | <u>\$ 666,400</u> |

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.

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

A1990 Contingency - Projected salary and benefit increases for Management and Fire employees as well deferred compensation payments.

**Fiscal Year:** 2015-16  
**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. Expenses include maintenance, repairs and demolitions.

**2014-15 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.

**2015-16 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.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Property Acquired**  
**Account Code: A1364**  
**Function: General Government Support**

| <b>Budget Summary</b>                 | <b>FY 2012-13</b> | <b>FY 2013-14</b> | <b>FY 2014-15</b> | <b>FY 2015-16</b> |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                       | <b>Actual</b>     | <b>Actual</b>     | <b>Budget</b>     | <b>Budget</b>     |
| <b>Personal Services</b>              |                   |                   |                   |                   |
| 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 Allow. / Reimbursements  | -                 | -                 | -                 | -                 |
| <b>Total Personal Services</b>        | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>Equipment</b>                      |                   |                   |                   |                   |
| 230 Vehicles                          | \$ -              | \$ -              | \$ -              | \$ -              |
| 250 Other                             | -                 | -                 | -                 | -                 |
| <b>Total Equipment</b>                | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>Operating Expenses</b>             |                   |                   |                   |                   |
| 410 Utilities                         | \$ -              | \$ -              | \$ -              | \$ -              |
| 420 Insurance                         | -                 | -                 | -                 | -                 |
| 430 Contracted Services               | 121,558           | 2,700             | 31,250            | 51,750            |
| 440 Fees Non Employees                | -                 | -                 | -                 | -                 |
| 450 Miscellaneous                     | -                 | -                 | -                 | -                 |
| 455 Vehicle Expenses                  | -                 | -                 | -                 | -                 |
| 460 Materials and Supplies            | 359               | -                 | 500               | 250               |
| 465 Equipment < \$10,000              | -                 | -                 | -                 | -                 |
| <b>Total Operating Expenses</b>       | <b>\$ 121,917</b> | <b>\$ 2,700</b>   | <b>\$ 31,750</b>  | <b>\$ 52,000</b>  |
| <b>Fringe Benefits</b>                |                   |                   |                   |                   |
| 810 NYS Employees' Retirement System  | \$ -              | \$ -              | \$ -              | \$ -              |
| 820 NYS Police/Fire Retirement System | -                 | -                 | -                 | -                 |
| 830 Social Security                   | -                 | -                 | -                 | -                 |
| 840 Workers' Compensation             | -                 | -                 | -                 | -                 |
| 850 Health Insurance                  | -                 | -                 | -                 | -                 |
| <b>Total Fringe Benefits</b>          | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>Department Total</b>               | <b>\$ 121,917</b> | <b>\$ 2,700</b>   | <b>\$ 31,750</b>  | <b>\$ 52,000</b>  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Property Acquired**  
**Account Code: A1364**  
**Function: General Government Support**

**Operating Expenses**

|             |                               | <u>FY 2015-16 Budget</u> |                         |
|-------------|-------------------------------|--------------------------|-------------------------|
| A.1364.0430 | Contracted Services           |                          |                         |
|             | Auction notices               | \$ 250                   |                         |
|             | Deed filing costs             | 1,500                    |                         |
|             | Asbestos Surveys, Demolitions | <u>50,000</u>            | \$ 51,750               |
| A.1364.0460 | Materials and Supplies        |                          | <u>250</u>              |
|             | Total Operating Expenses      |                          | <u>\$ 52,000</u>        |
|             | <b>TOTAL BUDGET</b>           |                          | <u><u>\$ 52,000</u></u> |

**Fiscal Year:** 2015-16  
**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 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.

#### **2014-15 Accomplishments:**

- ✓ Issued 874 marriage licenses, 1,733 birth certificates, 474 death certificates, 5648 certified copies, 1,742 dog licenses and renewals, 13 business licenses, and 477 handicap parking permits. Performed 507 wedding ceremonies and 88 genealogy searches.
- ✓ Transitioned smoothly through the retirement of a Deputy City Clerk and the hiring process of a new appointee.
- ✓ Developed orientation program and personnel forms to further implement human resource management within the department.
- ✓ Assessed the archival storage of records and began the process of inventorying and creating an electronic version of critical records, such as City Council Minutes.

#### **2015-16 Goals and Objectives:**

- Continue to take advantage of training opportunities while working towards certification.
- Collaborate with other departments within the City for the continued development of a records management program.
- 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: 2015-16**  
**Department: City Clerk**  
**Account Code: A1410**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 130,517                         | \$ 137,585                         | \$ 131,718                         | \$ 135,218                         |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 130,517</u>                  | <u>\$ 137,585</u>                  | <u>\$ 131,718</u>                  | <u>\$ 135,218</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 7,126                              | 8,701                              | 11,200                             | 11,550                             |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 497                                | 486                                | 2,300                              | 2,370                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 1,324                              | 761                                | 1,000                              | 1,000                              |
| 465 Equipment < \$10,000              | 9,633                              | 469                                | -                                  | 1,000                              |
| Total Operating Expenses              | <u>\$ 18,580</u>                   | <u>\$ 10,417</u>                   | <u>\$ 14,500</u>                   | <u>\$ 15,920</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 21,867                          | \$ 25,198                          | \$ 20,661                          | \$ 23,375                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 9,255                              | 9,742                              | 10,077                             | 10,345                             |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | 30,427                             | 30,754                             | 26,207                             | 27,444                             |
| Total Fringe Benefits                 | <u>\$ 61,549</u>                   | <u>\$ 65,694</u>                   | <u>\$ 56,945</u>                   | <u>\$ 61,164</u>                   |
| <b>Department Total</b>               | <u><u>\$ 210,646</u></u>           | <u><u>\$ 213,697</u></u>           | <u><u>\$ 203,163</u></u>           | <u><u>\$ 212,302</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: City Clerk**  
**Account Code: A1410**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |    |                |
|-------------|-------------------------|----|----------------|
| A.1410.0110 | Salaries                |    |                |
|             | City Clerk              | \$ | 62,000         |
|             | Deputy City Clerk (2)   |    | <u>73,218</u>  |
|             | Total Personal Services | \$ | <u>135,218</u> |

**Operating Expenses**

|             |                                   |    |               |
|-------------|-----------------------------------|----|---------------|
| A.1410.0430 | Contracted Services               |    |               |
|             | Copier Maintenance & Lease        | \$ | 2,000         |
|             | BAS Clerk Software Updates        |    | 1,850         |
|             | Online Code Book Updates (E-Code) |    | 1,200         |
|             | General Code Supplements          |    | <u>6,500</u>  |
|             |                                   | \$ | 11,550        |
| A.1410.0450 | Miscellaneous                     |    |               |
|             | Notary Renewal                    |    | 60            |
|             | Education/Staff Training          |    | 1,800         |
|             | Membership Dues/Travel            |    | 310           |
|             | Other Miscellaneous               |    | <u>200</u>    |
|             |                                   |    | 2,370         |
| A.1410.0460 | Materials and Supplies            |    |               |
|             | Office Supplies                   |    | 1,000         |
| A.1410.0465 | Equipment < \$10,000              |    |               |
|             | Computer                          |    | <u>1,000</u>  |
|             | Total Operating Expenses          | \$ | <u>15,920</u> |

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| A.1410.0810 | New York State Employees' Retirement System |    |               |
|             |   | \$ | 23,375        |
| A.1410.0830 | Social Security                             |    | 10,345        |
| A.1410.0850 | Health Insurance                            |    | <u>27,444</u> |
|             | Total Fringe Benefits                       | \$ | <u>61,164</u> |

|                     |  |           |                       |
|---------------------|--|-----------|-----------------------|
| <b>TOTAL BUDGET</b> |  | <b>\$</b> | <b><u>212,302</u></b> |
|---------------------|--|-----------|-----------------------|

**Fiscal Year: 2015-16**  
**Department: Law**  
**Account Code: A1420**  
**Function: General Government Support**



**Description:** Corporation Counsel is retained by the City Council to serve as legal advisor to the Mayor, the City Council, staff and any board or officer of the City. 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.

### **2014-15 Accomplishments:**

- ✓ As a member of the bargaining team, successfully negotiated the Collective Bargaining Agreement with Police.
- ✓ Provided legal counsel, defense and opinions for a number of labor, general, and litigation matters.
- ✓ Secured the City's possession of 138 Court Street from the court appointed trustee in the Alex Rahmi bankruptcy.
- ✓ Collaborated with County attorney on drafting home rule legislation seeking exemption from NYS Corrections Law governing holding of pre-arraignment prisoners and with the 5<sup>th</sup> Judicial District to establish a protocol for holding and arraigning detainees while the County cells were unavailable for use.
- ✓ Advised City Council on condemnation proceedings and conducted acquisition negotiations in an attempt to secure ownership of the land needed for the proposed Western Boulevard Extension.

### **2015-16 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, and defense of the City and its officers in self-insured defense matters.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Law**  
**Account Code: A1420**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | -                                  | -                                  | -                                  | -                                  |
| 440 Fees Non Employees                | 282,447                            | 280,971                            | 300,000                            | 300,000                            |
| 450 Miscellaneous                     | 7,141                              | 8,038                              | 6,500                              | 6,500                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 289,588</u>                  | <u>\$ 289,009</u>                  | <u>\$ 306,500</u>                  | <u>\$ 306,500</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 289,588</u></u>           | <u><u>\$ 289,009</u></u>           | <u><u>\$ 306,500</u></u>           | <u><u>\$ 306,500</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Law**  
**Account Code: A1420**  
**Function: General Government Support**

|                           |                                  | <u>FY 2015-16 Budget</u> |                          |
|---------------------------|----------------------------------|--------------------------|--------------------------|
| <b>Operating Expenses</b> |                                  |                          |                          |
| A.1420.0440               | Fees, Non Employees              |                          |                          |
|                           | Slye and Burrows                 | \$ 298,500               |                          |
|                           | Arbitrators, Stenographers, etc. | <u>1,500</u>             | \$ 300,000               |
| A.1420.0450               | Miscellaneous                    |                          |                          |
|                           | Law Book updates                 |                          | <u>6,500</u>             |
|                           | Total Operating Expenses         |                          | <u>\$ 306,500</u>        |
|                           | <b>TOTAL BUDGET</b>              |                          | <u><u>\$ 306,500</u></u> |

**Fiscal Year:** 2015-16  
**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 313 competitive, 167 non-competitive, 84 labor, 11 exempt, and 4 unclassified positions (for a total of 579 employees). The department is staffed with a full-time Executive Secretary.

#### **2014-15 Accomplishments:**

- ✓ Graduated from the 2014 Civil Service Institute in Albany, NY.
- ✓ In 2014, 31 competitive and promotional exams were given resulting in the receipt of 207 applications for exam.
- ✓ Assisted the Flower Memorial Library Board of Directors in recruitment and appointment of eligible candidates for a critical position within the organization - Library Director III.
- ✓ 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.

#### **2015-16 Goals and Objectives:**

- Continue to expand the knowledge of job functions, policies, procedures and processes as they relate to the Civil Service mission.
- Enhance information on Civil Service link within City's website.
- Update City's employment/examination applications.
- 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: 2015-16**  
**Department: Civil Service**  
**Account Code: A1430**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 48,576                          | \$ 44,543                          | \$ 42,000                          | \$ 42,000                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | -                                  | -                                  | -                                  | -                                  |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | -                                  | -                                  | -                                  | -                                  |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | 552                                | 140                                | 400                                | 400                                |
| 175 Health Insurance Buyout           | -                                  | -                                  | -                                  | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 49,128</u>                   | <u>\$ 44,683</u>                   | <u>\$ 42,400</u>                   | <u>\$ 42,400</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 4,887                              | 5,800                              | 5,634                              | 5,790                              |
| 440 Fees Non Employees                | 120                                | 50                                 | -                                  | -                                  |
| 450 Miscellaneous                     | 1,200                              | 798                                | 4,976                              | 1,805                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 248                                | 46                                 | 300                                | 300                                |
| 465 Equipment < \$10,000              | 1,212                              | 363                                | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 7,667</u>                    | <u>\$ 7,057</u>                    | <u>\$ 10,910</u>                   | <u>\$ 7,895</u>                    |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 9,011                           | \$ 8,586                           | \$ 4,489                           | \$ 4,527                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 3,445                              | 3,122                              | 3,244                              | 3,244                              |
| 840 Workers' Compensation             | -                                  | 818                                | -                                  | -                                  |
| 850 Health Insurance                  | 12,957                             | 9,379                              | 5,249                              | 5,497                              |
| Total Fringe Benefits                 | <u>\$ 25,413</u>                   | <u>\$ 21,905</u>                   | <u>\$ 12,982</u>                   | <u>\$ 13,268</u>                   |
| <b>Department Total</b>               | <u><u>\$ 82,208</u></u>            | <u><u>\$ 73,645</u></u>            | <u><u>\$ 66,292</u></u>            | <u><u>\$ 63,563</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Civil Service**  
**Account Code: A1430**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |   |  |                  |
|-------------|---|--|------------------|
| A.1430.0110 | Salaries  |  | \$ 42,000        |
|             | Executive Secretary to Civil Service Commission |  | 400              |
| A.1430.0170 | Out of Code (Exam Monitors)                     |  | <u>400</u>       |
|             | Total Personal Services                         |  | <u>\$ 42,400</u> |

**Operating Expenses**

|             |                                |            |                 |
|-------------|--------------------------------|------------|-----------------|
| A.1430.0430 | Contracted Services            |            |                 |
|             | Advertising (Public Hearings)  | \$ 150     |                 |
|             | Software Maintenance Agreement | 5,340      |                 |
|             | Fees, Non Employee             | <u>300</u> | \$ 5,790        |
| A.1430.0450 | Miscellaneous                  |            |                 |
|             | Membership Dues                | 150        |                 |
|             | Mileage Reimbursement          | 685        |                 |
|             | Travel and Training            | 750        |                 |
|             | Law Book Updates               | <u>220</u> | 1,805           |
| A.1430.0460 | Materials and Supplies         |            |                 |
|             | Printed Forms, Letterhead      |            | <u>300</u>      |
|             | Total Operating Expenses       |            | <u>\$ 7,895</u> |

**Fringe Benefits**

|             |   |  |                  |
|-------------|---|--|------------------|
| A.1430.0810 | New York State Employees' Retirement System |  | \$ 4,527         |
| A.1430.0830 | Social Security                             |  | 3,244            |
| A.1430.0850 | Health Insurance                            |  | <u>5,497</u>     |
|             | Total Fringe Benefits                       |  | <u>\$ 13,268</u> |

|                     |  |                  |
|---------------------|--|------------------|
| <b>TOTAL BUDGET</b> |  | <u>\$ 63,563</u> |
|---------------------|--|------------------|

**Fiscal Year: 2015-16**  
**Department: Engineering Department**  
**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 I and two Civil Engineers I positions, a Computer Aided Design Technician, two 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.

### **2014-15 Accomplishments**

- ✓ Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: Factory Street Design, Arena Renovation Design, Flower Memorial Library (FML) and City Hall HVAC Replacement Design, Flower Avenue East Design, construction of the WWTP Disinfection System, Reservoir Parallel Main, Dosing Station Dam repair (PH II), Arena Storage Building, DPW Snow Dump, and various projects in support of DPW and Parks and Recreation.
- ✓ Worked with City Manager, Jefferson County and NYSDOT to stand up and develop the framework documents of the Metropolitan Planning Organization.
- ✓ Worked with developers on key projects at the Woolworth Building, Mercy Building, and Masonic Temple.

### **2015-16 Goals and Objectives**

- Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: Design of City Court Expansion, Cooper Street Sanitary Sewer Outfall Design, Palmer Street Design, Lachenauer Drive Pump Station Design, WWTP Sludge Disposal Modification Design, Parks and Rec. Restroom Renovation Design, City Hall HVAC construction, Factory Street Reconstruction, Arena Renovation construction, Water Tank Rehab Construction, Sidewalk Program District #10 and CDBG Sidewalk Improvements.
- Develop a comprehensive street and utility conditions rating system to prioritize capital projects.
- Prepare for and implement the requirements accompanying the designation as an Urbanized Area (MPO, MS4).
- Work with the IT Department to facilitate continued development of the City's GIS database and integration of electronic records.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Engineering Department**  
**Account Code: A1440**  
**Function: General Government Support**

|                                       | FY 2012-13               | FY 2013-14               | FY 2014-15               | FY 2015-16               |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <u>Budget Summary</u>                 | <u>Actual</u>            | <u>Actual</u>            | <u>Budget</u>            | <u>Budget</u>            |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ 332,070               | \$ 331,613               | \$ 345,845               | \$ 265,228               |
| 120 Clerical                          | 32,170                   | 32,687                   | 32,632                   | 35,681                   |
| 130 Wages                             | 80,730                   | 85,319                   | 101,146                  | 148,259                  |
| 140 Temporary                         | -                        | -                        | -                        | -                        |
| 150 Overtime                          | 3,039                    | 398                      | 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 Allow. / Reimbursements  | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 448,009</u>        | <u>\$ 450,017</u>        | <u>\$ 485,623</u>        | <u>\$ 455,168</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Vehicles                          | \$ -                     | \$ -                     | \$ -                     | \$ -                     |
| 250 Other                             | -                        | -                        | -                        | -                        |
| Total Equipment                       | <u>\$ -</u>              | <u>\$ -</u>              | <u>\$ -</u>              | <u>\$ -</u>              |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 877                   | \$ 480                   | \$ 800                   | \$ 800                   |
| 420 Insurance                         | -                        | -                        | -                        | -                        |
| 430 Contracted Services               | 25,822                   | 17,466                   | 46,700                   | 49,450                   |
| 440 Fees Non Employees                | 8,083                    | 20,674                   | 15,000                   | 15,000                   |
| 450 Miscellaneous                     | 2,538                    | 4,394                    | 8,200                    | 9,200                    |
| 455 Vehicle Expenses                  | 3,606                    | 3,655                    | 2,250                    | 3,000                    |
| 460 Materials and Supplies            | 5,760                    | 838                      | 9,600                    | 9,600                    |
| 465 Equipment < \$10,000              | 2,106                    | 1,273                    | 1,200                    | 3,200                    |
| Total Operating Expenses              | <u>\$ 48,792</u>         | <u>\$ 48,780</u>         | <u>\$ 83,750</u>         | <u>\$ 90,250</u>         |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 79,583                | \$ 81,546                | \$ 89,870                | \$ 76,833                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 33,006                   | 33,004                   | 37,149                   | 34,821                   |
| 840 Workers' Compensation             | -                        | 2,957                    | -                        | 2,000                    |
| 850 Health Insurance                  | 74,511                   | 70,417                   | 69,150                   | 64,658                   |
| Total Fringe Benefits                 | <u>\$ 187,100</u>        | <u>\$ 187,925</u>        | <u>\$ 196,169</u>        | <u>\$ 178,312</u>        |
| <b>Department Total</b>               | <u><u>\$ 683,901</u></u> | <u><u>\$ 686,722</u></u> | <u><u>\$ 765,542</u></u> | <u><u>\$ 723,730</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Engineering Department**  
**Account Code: A1440**  
**Function: General Government Support**

|                           |                                       | <u>FY 2015-16 Budget</u> |                   |
|---------------------------|---------------------------------------|--------------------------|-------------------|
| <b>Personal Services</b>  |                                       |                          |                   |
| A.1440.0110               | Salaries                              |                          |                   |
|                           | City Engineer                         | \$ 80,000                |                   |
|                           | Civil Engineer II                     | 67,552                   |                   |
|                           | Civil Engineer I (2)                  | <u>117,676</u>           | \$ 265,228        |
| A.1440.0120               | Clerical                              |                          |                   |
|                           | Secretary I                           |                          | 35,681            |
| A.1440.0130               | Wages                                 |                          |                   |
|                           | CAD Technician                        | 60,260                   |                   |
|                           | Senior Engineering Technician (2)     | <u>87,999</u>            | 148,259           |
| A.1440.0150               | Overtime                              |                          | <u>6,000</u>      |
|                           | Total Personal Services               |                          | <u>\$ 455,168</u> |
| <b>Operating Expenses</b> |                                       |                          |                   |
| A.1440.0410               | Utilities                             |                          | \$ 800            |
| A.1440.0430               | Contracted Services                   |                          |                   |
|                           | Equipment Service/Repair              | \$ 800                   |                   |
|                           | Software & Tech Support               | 17,750                   |                   |
|                           | Monument Survey and Installation      | 10,000                   |                   |
|                           | Legal Advertisements                  | 600                      |                   |
|                           | Filing Fees for Deeds/Easements       | 600                      |                   |
|                           | Pre-Design Engineering Insp.          | 10,000                   |                   |
|                           | Traffic Counts                        | 8,500                    |                   |
|                           | Maintenance Agreements                | <u>1,200</u>             | 49,450            |
| 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              | 800                      |                   |
|                           | Texts/Reference Materials             | <u>400</u>               | 9,200             |
| A.1440.0455               | Vehicle Expense                       |                          |                   |
|                           | Insurance                             | 1,500                    |                   |
|                           | Fuel & Oil                            | 900                      |                   |
|                           | Maintenance/Repairs                   | <u>600</u>               | 3,000             |

**City of Watertown**  
**Fiscal Year: 2013-14**  
**Department: Engineering Department**  
**Account Code: A1440**  
**Function: General Government Support**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                                |
|------------------------|---|---------------------------------|--------------------------------|
| A.1440.0460            | Materials & Supplies                        |                                 |                                |
|                        | CAD/Drafting Supplies                       | 700                             |                                |
|                        | Monument Supplies                           | 7,500                           |                                |
|                        | Field Supplies                              | 700                             |                                |
|                        | Office Supplies                             | 700                             |                                |
|                        |   | <hr/>                           | 9,600                          |
| A.1440.0465            | Other Equipment < \$10,000                  |                                 |                                |
|                        | Field Equipment                             | 400                             |                                |
|                        | Total Station - misc. equipment             | 400                             |                                |
|                        | Computers (2), other miscellaneous          | 2,400                           |                                |
|                        |   | <hr/>                           | 3,200                          |
|                        | Total Operating Expenses                    |                                 | <hr/> <u>\$ 90,250</u>         |
| <br>                   |   |                                 |                                |
| <b>Fringe Benefits</b> |   |                                 |                                |
| A.1440.0810            | New York State Employees' Retirement System |                                 | \$ 76,833                      |
| A.1440.0830            | Social Security                             |                                 | 34,821                         |
| A.1440.0840            | Workers' Compensation                       |                                 | 2,000                          |
| A.1440.0850            | Health Insurance                            |                                 | 64,658                         |
|                        | Total Fringe Benefits                       |                                 | <hr/> <u>\$ 178,312</u>        |
| <br>                   |   |                                 |                                |
|                        | <b>TOTAL BUDGET</b>                         |                                 | <hr/> <u><u>\$ 723,730</u></u> |

**Fiscal Year: 2015-16**  
**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 2014-2015 fiscal year operating budget in excess of \$8,032,050. 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.

### **2014-15 Accomplishments**

- ✓ Participated in joint inter-departmental construction and maintenance activities with projects such as the installation of the new Rotary Fitness Trail sign in Thompson Park; the cleaning and waxing of the Roswell P. Flower Monument under the oversight of Conservation Solutions Inc.; installed power to rake excavator at the City's Hydro Facility; installed manual transfer switches at six Sewage Treatment Lift Stations.
- ✓ Worked on a joint pole relocation project with National Grid to enable the reconstruction of the northerly intersection of Arsenal & Arcade Streets along with the entrance to the Lachenauer Plaza to bring them into full ADA compliance with the newly adopted national/state standards.
- ✓ Designated by Governor Cuomo as a Direct Recipient of federal financial assistance under Sections 5307/5340, 5309, 5324 and 5339, thereby updating our status to an Urban Transit System and transferring our administration to Region 2 of the FTA. Granted full access to the Transportation Electronic Award Management (TEAM) system thereby establishing our gateway into all federally funded Urban Transportation/Transit System grant opportunities.
- ✓ Completed base and roadway reconstruction, to include new curbing, of the 100 block of South Meadow Street.

### **2015-16 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.
- Participate in the development of the Regional Transportation Committee that will be an integral component of the Metropolitan Planning Organization.
- Transition the new Fleet Manager and Transit Director into the department's management structure.
- Continue to study our current recyclable collection protocols as we evaluate opportunities and challenges within the region with the intent to transition into single stream collection.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Public Works Administration**  
**Account Code: A1490**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | FY 2012-13               | FY 2013-14               | FY 2014-15               | FY 2015-16               |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | Actual                   | Actual                   | Budget                   | Budget                   |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ 98,691                | \$ 101,044               | \$ 91,214                | \$ 91,214                |
| 120 Clerical                          | 116,502                  | 99,364                   | 100,266                  | 106,886                  |
| 130 Wages                             | 40,162                   | 34,639                   | 41,687                   | 46,300                   |
| 140 Temporary                         | -                        | -                        | -                        | -                        |
| 150 Overtime                          | 3,380                    | 2,306                    | 2,300                    | 1,000                    |
| 155 Holiday Pay                       | -                        | -                        | -                        | -                        |
| 160 Out of Rank                       | -                        | -                        | -                        | -                        |
| 170 Out of Code                       | -                        | -                        | -                        | -                        |
| 175 Health Insurance Buyout           | 2,562                    | -                        | -                        | -                        |
| 180 Roll Call Pay                     | -                        | -                        | -                        | -                        |
| 185 On Call Pay                       | -                        | -                        | -                        | -                        |
| 190 EMT Incentive                     | -                        | -                        | -                        | -                        |
| 195 Clothing Allow. / Reimbursements  | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 261,297</u>        | <u>\$ 237,352</u>        | <u>\$ 235,467</u>        | <u>\$ 245,400</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Vehicles                          | \$ -                     | \$ -                     | \$ 27,500                | \$ -                     |
| 250 Other                             | -                        | -                        | -                        | -                        |
| Total Equipment                       | <u>\$ -</u>              | <u>\$ -</u>              | <u>\$ 27,500</u>         | <u>\$ -</u>              |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 32,007                | \$ 35,331                | \$ 31,652                | \$ 35,794                |
| 420 Insurance                         | 2,994                    | 2,945                    | 2,945                    | 3,200                    |
| 430 Contracted Services               | 52,510                   | 50,599                   | 56,210                   | 50,601                   |
| 440 Fees Non Employees                | 2,953                    | 2,104                    | 2,600                    | 2,000                    |
| 450 Miscellaneous                     | 21,775                   | 2,280                    | 11,950                   | 9,000                    |
| 455 Vehicle Expenses                  | 2,744                    | 3,508                    | 2,792                    | 3,650                    |
| 460 Materials and Supplies            | 17,579                   | 19,978                   | 27,950                   | 24,250                   |
| 465 Equipment < \$10,000              | 3,817                    | 1,976                    | 2,425                    | 15,000                   |
| Total Operating Expenses              | <u>\$ 136,379</u>        | <u>\$ 118,720</u>        | <u>\$ 138,524</u>        | <u>\$ 143,495</u>        |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 45,388                | \$ 44,165                | \$ 43,089                | \$ 42,648                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 18,950                   | 17,280                   | 18,013                   | 18,774                   |
| 840 Workers' Compensation             | 4,940                    | 5,055                    | 5,000                    | 5,000                    |
| 850 Health Insurance                  | 43,555                   | 48,439                   | 49,961                   | 50,907                   |
| Total Fringe Benefits                 | <u>\$ 112,833</u>        | <u>\$ 114,939</u>        | <u>\$ 116,063</u>        | <u>\$ 117,329</u>        |
| <b>Department Total</b>               | <u><u>\$ 510,509</u></u> | <u><u>\$ 471,011</u></u> | <u><u>\$ 517,554</u></u> | <u><u>\$ 506,224</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Public Works Administration**  
**Account Code: A1490**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |                |
|-------------|--|----|----------------|
| A.1490.0110 | Salaries   |    |                |
|             | Superintendent of Public Works                   | \$ | 84,034         |
|             | Asst. Superintendent of Public Works (1 @ .10) * |    | 7,180          |
|             |  |    | <u>91,214</u>  |
| A.1490.0120 | Clerical   |    |                |
|             | Principal Account Clerk                          |    | 48,966         |
|             | Senior Account Clerk Typist                      |    | 40,831         |
|             | Account Clerk Typist (part-time)                 |    | 17,089         |
|             |  |    | <u>106,886</u> |
| A.1490.0130 | Wages  |    |                |
|             | Senior Engineering Tech                          |    | 46,300         |
| A.1490.0150 | Overtime   |    | 1,000          |
|             | Total Personal Services                          | \$ | <u>245,400</u> |

**Operating Expenses**

|             |   |    |               |
|-------------|---|----|---------------|
| A.1490.0410 | Utilities                                 |    |               |
|             | Water/Sewer                               | \$ | 1,176         |
|             | Electric                                  |    | 7,650         |
|             | Natural Gas                               |    | 21,760        |
|             | Westelcom Telephone                       |    | 3,600         |
|             | Tablet Aircard (x2)                       |    | 960           |
|             | Cellular Phone Service                    |    | 648           |
|             |   |    | <u>35,794</u> |
| A.1490.0420 | Insurance                                 |    | 3,200         |
| A.1490.0430 | Contracted Services                       |    |               |
|             | Janitorial Services                       |    | 9,476         |
|             | Rug/Mat Rentals                           |    | 500           |
|             | GIS/GPS Software Service/Maintenance      |    | 600           |
|             | Cartegraph Software Maintenance           |    | 14,275        |
|             | Weather Forecast Service                  |    | 825           |
|             | Elevator Maintenance/Repair               |    | 3,500         |
|             | Sealcoat Yard Paved in 2013               |    | 3,500         |
|             | Fiber Coat Metal Roof 521(e) Newell St    |    | 3,000         |
|             | Replace Door Sections 521(e) Newell St    |    | 700           |
|             | Replace Door Sections 521(e) Newell St    |    | 750           |
|             | HVAC / Plumbing Maintenance               |    | 4,000         |
|             | Sprinkler System Maintenance              |    | 2,000         |
|             | 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         |
|             |   |    | <u>50,601</u> |

**City of Watertown****Fiscal Year: 2015-16****Department: Public Works Administration****Account Code: A1490****Function: General Government Support**

|                        |   | <u>FY 2015-16 Budget</u> |                          |
|------------------------|---|--------------------------|--------------------------|
| A.1490.0440            | Fees, Non-Employees                             |                          |                          |
|                        | CDL Mandated Random Testing                     |                          | 2,000                    |
| A.1490.0450            | Miscellaneous                                   |                          |                          |
|                        | Subscriptions & Memberships                     | 1,000                    |                          |
|                        | PESH Training                                   | 1,000                    |                          |
|                        | First Aid & CPR                                 | 3,000                    |                          |
|                        | Conference & Special Training/Webinars          | 3,000                    |                          |
|                        | Reference Manuals                               | 500                      |                          |
|                        | Safety Shoes/Related Equipment                  | <u>500</u>               | 9,000                    |
| A.1490.0455            | Vehicle Expenses                                |                          |                          |
|                        | Vehicle Fuel & Lubricants                       | 925                      |                          |
|                        | Maintenance and Repairs                         | 1,000                    |                          |
|                        | Insurance                                       | <u>1,725</u>             | 3,650                    |
| A.1490.0460            | Materials and Supplies                          |                          |                          |
|                        | Public Works Administration:                    |                          |                          |
|                        | Small Tools & Materials                         | 1,750                    |                          |
|                        | Building/Grounds Maintenance & Repair Materials | 5,000                    |                          |
|                        | Janitorial/Restroom Supplies                    | 2,000                    |                          |
|                        | Office Equipment Supplies                       | 500                      |                          |
|                        | Carpenter Tools/Supplies                        | 500                      |                          |
|                        | Small Tools & Safety Lights                     | 1,000                    |                          |
|                        | Safety Clothing & Equipment                     | 1,000                    |                          |
|                        | Central Storeroom Materials:                    |                          |                          |
|                        | Barricade Parts/Batteries                       | 3,000                    |                          |
|                        | Lumber & Materials                              | 2,000                    |                          |
|                        | Small Hand Tools/Equip.                         | 1,500                    |                          |
|                        | Safety Vests,Gloves etc.(Stock)                 | 4,000                    |                          |
|                        | Miscellaneous Supplies                          | <u>2,000</u>             | 24,250                   |
| A.1490.0465            | Other Equipment < \$10,000                      |                          |                          |
|                        | Copier/Printer/Scanner Unit                     | 3,500                    |                          |
|                        | Tablets (7)                                     | 7,000                    |                          |
|                        | Computers (3)                                   | 3,000                    |                          |
|                        | Weather Base Station Replacement                | <u>1,500</u>             | 15,000                   |
|                        |   |                          | <u>\$ 143,495</u>        |
| <b>Fringe Benefits</b> |   |                          |                          |
| A.1490.0810            | New York State Employees' Retirement System     |                          | \$ 42,648                |
| A.1490.0830            | Social Security                                 |                          | 18,774                   |
| A.1490.0840            | Workers' Compensation                           |                          | 5,000                    |
| A.1490.0850            | Health Insurance                                |                          | <u>50,907</u>            |
|                        | Total Fringe Benefits                           |                          | <u>\$ 117,329</u>        |
|                        | <b>TOTAL BUDGET</b>                             |                          | <u><u>\$ 506,224</u></u> |

\* Split 80% with A.1640, 10% with A.8160

**Fiscal Year:** 2015-16  
**Department:** Municipal Building  
**Account Code:** A1620  
**Function:** General Government Support



**Description:** This Department is responsible for the operation and maintenance of the Municipal Building and the Flower Memorial Library. Responsibilities of the three full-time employees 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.

**2014-15 Accomplishments:**

- ✓ Rehabilitated the holding/jail cells in City Hall to enable holding of pre-arraignment prisoners.
- ✓ Maintained City Hall and Flower Memorial Library facilities and grounds.

**2015-16 Goals and Objectives:**

- Work with NYS Court System on renovations to City Hall to accommodate an additional City Court.
- Continue painting and upgrading the offices in City Hall as needed.
- Continue the rehabilitation of the heating system with the replacement of the air handlers and boilers.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Municipal Building**  
**Account Code: A1620**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 55,281                             | 56,075                             | 54,736                             | 57,528                             |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | 5,599                              | 5,674                              | 4,000                              | 4,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | -                                  | -                                  | -                                  | 1,400                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 60,880</u>                   | <u>\$ 61,749</u>                   | <u>\$ 58,736</u>                   | <u>\$ 62,928</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 43,467                          | \$ 43,539                          | \$ 54,279                          | \$ 49,480                          |
| 420 Insurance                         | 7,702                              | 8,087                              | 8,100                              | 9,900                              |
| 430 Contracted Services               | 7,612                              | 29,957                             | 38,785                             | 36,676                             |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 53                                 | 250                                | -                                  | -                                  |
| 455 Vehicle Expenses                  | 411                                | 1,713                              | 1,050                              | 1,625                              |
| 460 Materials and Supplies            | 10,306                             | 7,074                              | 12,500                             | 14,000                             |
| 465 Equipment < \$10,000              | 5,543                              | 918                                | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 75,094</u>                   | <u>\$ 91,537</u>                   | <u>\$ 114,714</u>                  | <u>\$ 111,681</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 10,967                          | \$ 11,325                          | \$ 11,630                          | \$ 11,831                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 4,563                              | 4,626                              | 4,494                              | 4,814                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | 8,870                              | 9,239                              | 9,240                              | 6,450                              |
| Total Fringe Benefits                 | <u>\$ 24,400</u>                   | <u>\$ 25,190</u>                   | <u>\$ 25,364</u>                   | <u>\$ 23,095</u>                   |
| <b>Department Total</b>               | <u><u>\$ 160,374</u></u>           | <u><u>\$ 178,476</u></u>           | <u><u>\$ 198,814</u></u>           | <u><u>\$ 197,704</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Municipal Building**  
**Account Code: A1620**  
**Function: General Government Support**

|                           |  | <u>FY 2015-16 Budget</u> |                          |
|---------------------------|--|--------------------------|--------------------------|
| <b>Personal Services</b>  |  |                          |                          |
| A.1620.0130               | Wages  |                          |                          |
|                           | Custodial and Maintenance Supervisor *                       | \$ 23,390                |                          |
|                           | Laborer I (2 @ .50) *  | <u>34,138</u>            | \$ 57,528                |
| A.1620.0150               | Overtime   |                          | 4,000                    |
| A.1620.0175               | Health Insurance Buyout                                      |                          | <u>1,400</u>             |
|                           | Total Personal Services                                      |                          | <u>\$ 62,928</u>         |
| <br>                      |  |                          |                          |
| <b>Operating Expenses</b> |  |                          |                          |
| A.1620.0410               | Utilities  |                          |                          |
|                           | Phone System   | \$ 19,000                |                          |
|                           | Water and Sewer  | 3,600                    |                          |
|                           | Electric   | 11,300                   |                          |
|                           | Electric (Town Clock)  | 1,800                    |                          |
|                           | Diesel Fuel  | 1,380                    |                          |
|                           | Natural Gas  | <u>12,400</u>            | \$ 49,480                |
| A.1620.0420               | Insurance  |                          | 9,900                    |
| A.1620.0430               | Contracted Services  |                          |                          |
|                           | Stat Contract  | 360                      |                          |
|                           | Seimen's Contract  | 7,866                    |                          |
|                           | HVAC Maintenance   | 20,000                   |                          |
|                           | Grounds & Building Repairs                                   | 4,500                    |                          |
|                           | Elevator Maintenance   | 2,800                    |                          |
|                           | Generator Contract   | <u>1,150</u>             | 36,676                   |
| A.1620.0455               | Vehicle Expenses   |                          |                          |
|                           | Small Engine repair  | 950                      |                          |
|                           | Gasoline   | <u>675</u>               | 1,625                    |
| A.1620.0460               | Materials and Supplies                                       |                          |                          |
|                           | Cleaning Supplies, Filters, Mops,<br>Wax, Light Bulbs, Paint |                          | <u>14,000</u>            |
|                           | Total Operating Expenses                                     |                          | <u>\$ 111,681</u>        |
| <br>                      |  |                          |                          |
| <b>Fringe Benefits</b>    |  |                          |                          |
| A.1620.0810               | New York State Em[ployees' Retirement System                 |                          | \$ 11,831                |
| A.1620.0830               | Social Security  |                          | 4,814                    |
| A.1620.0850               | Health Insurance   |                          | <u>6,450</u>             |
|                           | Total Fringe Benefits  |                          | <u>\$ 23,095</u>         |
| <br>                      |  |                          |                          |
| <b>TOTAL BUDGET</b>       |  |                          | <u><u>\$ 197,704</u></u> |

\* Split 50% with L.7410

**Fiscal Year:** 2015-16  
**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.

### **2014-15 Accomplishments**

- ✓ Installed the engine specific (CUMMINS) software onto the Central Garage shop laptop and fully commissioned the enhanced vehicle diagnostic and analysis system.
- ✓ Issued requisitions for all vehicles authorized in the 2014-15 budget available for purchase on a government purchasing plan not “delayed” due to funding.
- ✓ Conducted a cost benefit analysis of replacing the original 400 watt metal halide lights in the maintenance facility with energy efficient T5 fluorescent fixtures. Concluded that the project pay back is 1 year after which the annual cost savings based upon current rates will be in excess of \$8,000.
- ✓ Developed specifications for those vehicles to be competitively bid and will have issued requisitions for any vehicle that was available on a government purchase plan that the purchase was initially delayed due to funding.

### **2015-16 Goals and Objectives**

- Add additional diagnostic software to enhance vehicle diagnostic and analysis capabilities for a greater coverage of existing fleet.
- Proceed with the high efficiency lighting upgrade for the maintenance facility.
- Develop detailed specifications and bid all 2015-2016 authorized vehicle purchases utilizing either competitive bidding or government purchase contracts.
- Work to meet all requirements of the FTA as it relates to transit vehicle maintenance and record keeping.
- Prepare specifications for the purchase of new transit buses.
- Complete a physical inventory of all parts that are in “stock.”

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Central Garage**  
**Account Code: A1640**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u>        | <u>FY 2013-14</u>        | <u>FY 2014-15</u>        | <u>FY 2015-16</u>        |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | <u>Actual</u>            | <u>Actual</u>            | <u>Budget</u>            | <u>Budget</u>            |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ 36,010                | \$ 36,868                | \$ 57,442                | \$ 57,442                |
| 120 Clerical                          | 38,477                   | 39,397                   | 38,477                   | 40,831                   |
| 130 Wages                             | 246,794                  | 268,534                  | 264,213                  | 252,553                  |
| 140 Temporary                         | 2,543                    | -                        | -                        | -                        |
| 150 Overtime                          | 4,556                    | 6,183                    | 5,000                    | 5,000                    |
| 155 Holiday Pay                       | -                        | -                        | -                        | -                        |
| 160 Out of Rank                       | -                        | -                        | -                        | -                        |
| 170 Out of Code                       | -                        | -                        | -                        | -                        |
| 175 Health Insurance Buyout           | 8,400                    | 7,100                    | 7,100                    | 5,600                    |
| 180 Roll Call Pay                     | -                        | -                        | -                        | -                        |
| 185 On Call Pay                       | -                        | -                        | -                        | -                        |
| 190 EMT Incentive                     | -                        | -                        | -                        | -                        |
| 195 Clothing Allow. / Reimbursements  | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 336,780</u>        | <u>\$ 358,081</u>        | <u>\$ 372,232</u>        | <u>\$ 361,426</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Vehicles                          | \$ 24,027                | \$ -                     | \$ -                     | \$ 29,000                |
| 250 Other                             | -                        | -                        | 8,500                    | -                        |
| Total Equipment                       | <u>\$ 24,027</u>         | <u>\$ -</u>              | <u>\$ 8,500</u>          | <u>\$ 29,000</u>         |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 15,348                | \$ 30,639                | \$ 15,930                | \$ 19,700                |
| 420 Insurance                         | 2,790                    | 2,952                    | 2,953                    | 3,275                    |
| 430 Contracted Services               | 54,873                   | 67,273                   | 70,804                   | 55,662                   |
| 440 Fees Non Employees                | 421                      | 180                      | 300                      | 300                      |
| 450 Miscellaneous                     | 828                      | 793                      | 2,395                    | 3,550                    |
| 455 Vehicle Expenses                  | 5,914                    | 8,629                    | 5,962                    | 5,880                    |
| 460 Materials and Supplies            | 135,479                  | 164,280                  | 144,205                  | 131,224                  |
| 465 Equipment < \$10,000              | 10,212                   | 3,048                    | 13,850                   | 8,525                    |
| Total Operating Expenses              | <u>\$ 225,865</u>        | <u>\$ 277,794</u>        | <u>\$ 256,399</u>        | <u>\$ 228,116</u>        |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 58,029                | \$ 66,409                | \$ 74,783                | \$ 68,887                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 25,073                   | 26,496                   | 28,475                   | 27,651                   |
| 840 Workers' Compensation             | 19,328                   | 454                      | 2,000                    | 1,000                    |
| 850 Health Insurance                  | 44,769                   | 46,665                   | 46,664                   | 60,336                   |
| Total Fringe Benefits                 | <u>\$ 147,199</u>        | <u>\$ 140,025</u>        | <u>\$ 151,922</u>        | <u>\$ 157,874</u>        |
| <b>Department Total</b>               | <u><u>\$ 733,871</u></u> | <u><u>\$ 775,901</u></u> | <u><u>\$ 789,053</u></u> | <u><u>\$ 776,416</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Central Garage**  
**Account Code: A1640**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |                |
|-------------|--|----|----------------|
| A1640.0110  | Salaries   |    |                |
|             | Assistant Superintendent of Public Works ( 80% ) * | \$ | 57,442         |
| A.1640.0120 | Clerical   |    |                |
|             | Senior Account Clerk/Typist                        |    | 40,831         |
| A.1640.0130 | Wages  |    |                |
|             | Motor Equipment Mechanic (5.5) ***                 |    | 252,553        |
| A.1640.0150 | Overtime   |    | 5,000          |
| A.1640.0175 | Health Insurance Buyout                            |    | 5,600          |
|             | Total Personal Services                            | \$ | <u>361,426</u> |

**Equipment**

|             |                          |    |               |
|-------------|--------------------------|----|---------------|
| A.1640.0230 | Vehicles                 |    |               |
|             | Supervisor Pick-up Truck | \$ | 29,000        |
|             | Total Equipment Expenses | \$ | <u>29,000</u> |

**Operating Expenses**

|             |   |    |               |
|-------------|---|----|---------------|
| A.1640.0410 | Utilities                                 |    |               |
|             | Gas                                       | \$ | 15,840        |
|             | Water/ Sewer                              |    | 3,400         |
|             | Telephone                                 |    | 260           |
|             | Cell Phone                                |    | 200           |
|             |   |    | <u>19,700</u> |
| A.1640.0420 | Insurance                                 |    | 3,275         |
| A.1640.0430 | Contracted Services                       |    |               |
|             | Janitorial Services                       |    | 12,000        |
|             | Sanor Service                             |    | 432           |
|             | Uniforms / Rug Rental                     |    | 4,000         |
|             | Water Cooler / Delivery                   |    | 625           |
|             | Part Machine Servicing                    |    | 2,200         |
|             | Annual Sprinkler Inspection               |    | 150           |
|             | Oil, Filters & 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           |
|             | Peak Roof Over Entry Door                 |    | 3,000         |
|             | Building Roof Repairs                     |    | 2,000         |
|             | CUMMINS Insite Program Renewal            |    | 500           |
|             | Chimney Repairs                           |    | 2,100         |
|             | Veeder Root & Leak Detector Testing       |    | 1,300         |
|             | Heating/Plumbing Maint./Repairs           |    | 2,500         |
|             | HVAC Service Agreement                    |    | 2,500         |
|             | Pest Control                              |    | 1,900         |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Central Garage**  
**Account Code: A1640**  
**Function: General Government Support**

|             |                                       | <u>FY 2015-16 Budget</u> |         |
|-------------|---------------------------------------|--------------------------|---------|
|             | Fire Alarm Monitoring                 | 330                      |         |
|             | Vehicle Diagnostic Sytem Upgrades     | 2,850                    |         |
|             | Fuel Master / Fuel Farm Maintenance   | 1,700                    |         |
|             | Car Wash Maintenance                  | 2,500                    |         |
|             | Vehicle Lift Annual Maint & Inspct    | 2,150                    |         |
|             | Vehicle Lift Repair                   | 2,000                    |         |
|             | Fork Lift Maintenance                 | 700                      |         |
|             | Pressure Washer Maintenance           | 600                      |         |
|             | Fleet Maintenance Software (RTA)      | 900                      |         |
|             | Fleet Support Service (Cartegraph)    | 225                      |         |
|             | Copier Maintenance. Contract          | 250                      |         |
|             | Crane Inspection & Certification (3)  | 1,100                    |         |
|             | Cylinder Rental                       | 500                      |         |
|             |                                       | <hr/>                    | 55,662  |
| A.1640.0440 | Fees, Non-Employee                    |                          |         |
|             | Employee Testing                      |                          | 300     |
| A.1640.0450 | Miscellaneous                         |                          |         |
|             | Safety Shoes & Safety Apparel (7)     | 1,500                    |         |
|             | Training/PESH                         | 1,600                    |         |
|             | Repair Manuals                        | 300                      |         |
|             | Licensing/Subscriptions               | 150                      |         |
|             |                                       | <hr/>                    | 3,550   |
| A.1640.0455 | Vehicle Expenses                      |                          |         |
|             | Equipment Maint/Repair                | 2,000                    |         |
|             | Preventive Maintenance                | 400                      |         |
|             | Gasoline                              | 1,655                    |         |
|             | Insurance                             | 1,825                    |         |
|             |                                       | <hr/>                    | 5,880   |
| A.1640.0460 | Materials and Supplies                |                          |         |
|             | NYSI Authorization                    | 140                      |         |
|             | Gas & Diesel Fuel **                  | 77,384                   |         |
|             | Lubricants **                         | 2,700                    |         |
|             | Bulk Hydraulic Hose                   | 2,500                    |         |
|             | Shop Tool Replacements                | 3,000                    |         |
|             | Welding Gas                           | 500                      |         |
|             | Mechanics Supplies                    | 5,000                    |         |
|             | Overhead Exhaust Hose (3)             | 1,500                    |         |
|             | Lighting Fixture Upgrade (41)         | 7,000                    |         |
|             | Refurbish Used Oil Tank Pad & Manhole | 4,500                    |         |
|             | Car Wash Soap                         | 2,000                    |         |
|             | Shop Towels/Hand Soap                 | 3,500                    |         |
|             | Misc. Parts for Maint./ Repair **     | 21,500                   |         |
|             |                                       | <hr/>                    | 131,224 |
| A.1640.0465 | Equipment < \$10,000                  |                          |         |
|             | Metal Cutting Band Saw                | 1,350                    |         |
|             | Oil Line Filtration System            | 750                      |         |
|             | Toe-in Measuring Device               | 475                      |         |
|             | Storage Bins (Pigeon Hole)            | 350                      |         |
|             | Vehicle Strut Compressor              | 1,000                    |         |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Central Garage**  
**Account Code: A1640**  
**Function: General Government Support**

|  | <u><b>FY 2015-16 Budget</b></u> |                   |
|--|---------------------------------|-------------------|
| Dump Box Safety Props                  | 1,100                           |                   |
| Diagnostic Software for Large Vehicles | 3,500                           | 8,525             |
| Total Operating Expenses               |                                 | <u>\$ 228,116</u> |

**Fringe Benefits**

|             |  |                          |
|-------------|--|--------------------------|
| A.1640.0810 | New York State Employees' Retirement Sytem | \$ 68,887                |
| A.1640.0830 | Social Security                            | 27,651                   |
| A.1640.0840 | Workers' Compensation                      | 1,000                    |
| A.1640.0850 | Health Insurance                           | 60,336                   |
|             | Total Fringe Benefits                      | <u>\$ 157,874</u>        |
|             | <b>TOTAL BUDGET</b>                        | <u><u>\$ 776,416</u></u> |

\* 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.

\*\*\* One motor equipment mechanic budgeted to start January 1, 2016

A1640 – Central Garage

Fiscal Year 2015-16  
Vehicles and Equipment



Fleet Manager's Pickup Truck 1-030

\$29,000

Vehicle 1-030 is a 1997 Chevrolet S-10, four wheel drive, extended cab pickup that is assigned to the Central Garage supervisor. The truck has in excess of 90,000 miles and is in very poor condition with substantial rust and deterioration to the body and box. The vehicle has had two frame repairs due to corrosion and the vehicle under structure has a great deal of corrosion. The replacement vehicle will be one half ton pickup of like kind. 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.



**Fiscal Year:** 2015-16  
**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 & 5530 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.

**2014-15 Accomplishments:**

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

**2015-16 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.
- Analyze current copy machine on third floor of City Hall for possible replacement. If a replacement is warranted, work with the successful vendor to establish a service plan that will ensure uninterrupted performance.
- 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: 2015-16**  
**Department: Central Printing and Mailing**  
**Account Code: A1670**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | 5,447                              | -                                  | 13,000                             |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ 5,447</u>                    | <u>\$ -</u>                        | <u>\$ 13,000</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 6,796                              | 7,071                              | 9,150                              | 5,700                              |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 25,139                             | 27,492                             | 27,500                             | 28,500                             |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 34,046                             | 31,123                             | 35,800                             | 36,650                             |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 65,981</u>                   | <u>\$ 65,686</u>                   | <u>\$ 72,450</u>                   | <u>\$ 70,850</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 65,981</u></u>            | <u><u>\$ 71,133</u></u>            | <u><u>\$ 72,450</u></u>            | <u><u>\$ 83,850</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Central Printing and Mailing**  
**Account Code: A1670**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Equipment**  
A.1670.0250

|                                  |    |        |
|----------------------------------|----|--------|
| Other Equipment                  |    |        |
| Copier (City Hall - Third Floor) | \$ | 13,000 |

**Operating Expenses**  
A.1670.0430

|                                |    |       |
|--------------------------------|----|-------|
| Contracted Services            |    |       |
| Postage Meter Rental           | \$ | 600   |
| Mail Machine Maintenance       |    | 550   |
| Copier Maintenance (2nd Floor) |    | 1,800 |
| Copier Maintenance (3rd Floor) |    | 2,750 |
|                                | \$ | 5,700 |

|             |               |        |
|-------------|---------------|--------|
| A.1670.0450 | Miscellaneous |        |
|             | Postage       | 28,500 |

|             |  |        |
|-------------|--|--------|
| A.1670.0460 | Materials and Supplies                   |        |
|             | Office Supplies                          | 35,800 |
|             | Postage Machine Supplies (ink and tapes) | 850    |
|             |  | 36,650 |

|                          |  |           |
|--------------------------|--|-----------|
| Total Operating Expenses |  | \$ 70,850 |
|--------------------------|--|-----------|

|                     |  |                  |
|---------------------|--|------------------|
| <b>TOTAL BUDGET</b> |  | <b>\$ 83,850</b> |
|---------------------|--|------------------|

A1670 – Central Printing and Mailing

Fiscal Year 2015-16  
Vehicles and Equipment



Copier \$13,000

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The current copier on the third floor is over ten years old and is experiencing an increasing number of failures. Although it is currently under a maintenance agreement, the provider has indicated that they will not be able to support the machine in the near future due to the inability to get parts. This copier is the only copier on the third floor and therefore it is an essential piece of equipment.

**Fiscal Year:** 2015-16  
**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 City. The department's four staff members operate the City's data and voice network; manage its servers, workstations, data and software and implement and support GIS information technologies for all departments. The Manager serves as the City's Chief Information Officer with responsibility for providing information and telecommunications services and protecting the City's information security.

#### **2014-15 Accomplishments:**

- ✓ Completed assessments of IT Dept. Structure, role, and efficiency.
- ✓ Completed an IT Strategic Plan.
- ✓ Commenced development of a GIS Strategic Plan.
- ✓ Evaluated a plan for future document management.
- ✓ Cut several expenses via obsolete and/or unnecessary support contracts upwards of \$35,000.
- ✓ Procured a backup NAS device, on target to completely revise the City's backup system.
- ✓ Initiated Thompson Park fiber project.
- ✓ Replaced e-mail spam & web filtering system.
- ✓ Improved the guest Internet system at the Ice Arena.
- ✓ In conjunction with the Comptroller's office, established PCI compliance for Parks & Recreation.
- ✓ Added conduit into the Factory Street project.
- ✓ Initiated Cartegraph upgrade/transition.
- ✓ Initiated the phase out of Thin Clients.

#### **2015-16 Goals and Objectives:**

- Continue to assess the IT department's structure, role, and efficiency.
- Continue to evaluate IT technology services to capitalize on efficiencies.
- Continue to formulate a City-wide strategy for document management .
- Procure an ideal backup software solution in order to complete phase II of the City's backup plan.
- Continue to improve IT equipment tracking and implement a logical replacement system.
- Continue to improve the network structure to promote increased reliability and improved speed.
- Explore website redevelopment and re-branding project.
- Complete Thompson Park fiber project.
- Replace antivirus and anti-malware solution.
- Provide temporary data and voice solutions for Parks and Recreation.
- Work with Engineering to incorporate the IT pieces of the Arena project.
- Continue Cartegraph transition and roll out.
- Transition to new solutions for data in vehicles.
- Complete the phase out of Thin Clients.
- Explore rebuilding a VMWare farm.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Information Technology**  
**Account Code: A1680**  
**Function: General Government Support**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 68,085                          | \$ 57,075                          | \$ 67,000                          | \$ 113,955                         |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 174,940                            | 175,300                            | 182,613                            | 195,879                            |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | 1,132                              | 4,077                              | 3,000                              | 3,900                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 2,800                              | -                                  | -                                  | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 246,957</u>                  | <u>\$ 236,451</u>                  | <u>\$ 252,613</u>                  | <u>\$ 313,734</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 21,220                             | -                                  | 25,000                             | 27,000                             |
| Total Equipment                       | <u>\$ 21,220</u>                   | <u>\$ -</u>                        | <u>\$ 25,000</u>                   | <u>\$ 27,000</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 13,231                          | \$ 14,189                          | \$ 16,343                          | \$ 16,400                          |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 65,293                             | 67,909                             | 75,983                             | 37,384                             |
| 440 Fees Non Employees                | 910                                | -                                  | 2,030                              | 2,000                              |
| 450 Miscellaneous                     | 3,554                              | 4,817                              | 5,283                              | 6,000                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 2,987                              | 759                                | 3,045                              | 2,000                              |
| 465 Equipment < \$10,000              | 24,193                             | 28,133                             | 34,221                             | 60,500                             |
| Total Operating Expenses              | <u>\$ 110,168</u>                  | <u>\$ 115,807</u>                  | <u>\$ 136,905</u>                  | <u>\$ 124,284</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 42,049                          | \$ 43,437                          | \$ 40,418                          | \$ 46,338                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 18,208                             | 17,462                             | 19,326                             | 24,000                             |
| 840 Workers' Compensation             | 137                                | 103                                | -                                  | -                                  |
| 850 Health Insurance                  | 49,222                             | 45,266                             | 52,609                             | 68,392                             |
| Total Fringe Benefits                 | <u>\$ 109,616</u>                  | <u>\$ 106,269</u>                  | <u>\$ 112,353</u>                  | <u>\$ 138,730</u>                  |
| <b>Department Total</b>               | <u><u>\$ 487,961</u></u>           | <u><u>\$ 458,527</u></u>           | <u><u>\$ 526,871</u></u>           | <u><u>\$ 603,748</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Information Technology**  
**Account Code: A1680**  
**Function: General Government Support**

|                           |   | <u><b>FY 2015-16 Budget</b></u> |                   |
|---------------------------|---|---------------------------------|-------------------|
| <b>Personal Services</b>  |   |                                 |                   |
| A.1680.0110               | Salaries                                |                                 |                   |
|                           | Information Technology Manager          | \$ 67,000                       |                   |
|                           | Information Technology Project Manager  | <u>46,955</u>                   | \$ 113,955        |
| A.1680.0130               | Wages                                   |                                 |                   |
|                           | GIS Coordinator                         | \$ 56,200                       |                   |
|                           | GIS Technician                          | 51,260                          |                   |
|                           | Information Technology Specialist (2)   | <u>88,419</u>                   | 195,879           |
| A.1680.0150               | Overtime                                |                                 | <u>3,900</u>      |
|                           | Total Personal Services                 |                                 | <u>\$ 313,734</u> |
| <b>Equipment</b>          |   |                                 |                   |
| A.1680.0250               | Other Equipment                         |                                 |                   |
|                           | Tape Backup Replacement                 | 14,000                          |                   |
|                           | Antivirus Software                      | <u>13,000</u>                   | 27,000            |
|                           | Total Equipment                         |                                 | <u>\$ 27,000</u>  |
| <b>Operating Expenses</b> |   |                                 |                   |
| A.1680.0410               | Utilities                               |                                 |                   |
|                           | Westelcom Data / RPI                    | 13,000                          |                   |
|                           | Time Warner Data                        | <u>3,400</u>                    | \$ 16,400         |
| A.1680.0430               | Contracted Services                     |                                 |                   |
|                           | ESRI (ARCGIS Maintenance & Support)     | 8,684                           |                   |
|                           | Citrix Systems                          | 6,400                           |                   |
|                           | Oracle America (Blade Support)          | 600                             |                   |
|                           | Digicert                                | 700                             |                   |
|                           | Telephone System Maintenance            | 15,000                          |                   |
|                           | Equipment Maintenance - Printer Support | <u>6,000</u>                    | 37,384            |
| A.1680.440                | Fees, Non Employees                     |                                 |                   |
|                           | Technical Support Services              |                                 | 2,000             |
| A.1680.0450               | Miscellaneous                           |                                 |                   |
|                           | Travel and Training                     |                                 | 6,000             |
| A.1680.0460               | Materials and Supplies                  |                                 |                   |
|                           | Tapes and Supplies                      |                                 | 2,000             |
| A.1680.0465               | Equipment < \$10,000                    |                                 |                   |
|                           | Computers/Tablets/Printers              | 2,500                           |                   |
|                           | Servers and virtualization              | 50,000                          |                   |
|                           | Desks                                   | 1,600                           |                   |
|                           | Chairs                                  | 400                             |                   |
|                           | Phone Handsets and equipment            | 1,000                           |                   |
|                           | Network Switch Replacement              | <u>5,000</u>                    | 60,500            |
|                           | Total Operating Expenses                |                                 | <u>\$ 124,284</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Information Technology**  
**Account Code: A1680**  
**Function: General Government Support**

**FY 2015-16 Budget**

**Fringe Benefits**

|             |   |    |                |
|-------------|---|----|----------------|
| A.1680.0810 | New York State Employees' Retirement System | \$ | 46,338         |
| A.1680.0830 | Social Security                             |    | 24,000         |
| A.1680.0850 | Health Insurance                            |    | <u>68,392</u>  |
|             | Total Fringe Benefits                       | \$ | <u>138,730</u> |

|                     |    |                       |
|---------------------|----|-----------------------|
| <b>TOTAL BUDGET</b> | \$ | <u><u>603,748</u></u> |
|---------------------|----|-----------------------|

## A1680 – Information Technology

### Fiscal Year 2015-16 Vehicles and Equipment



Backup Software:

\$14,000

We are currently utilizing multiple software systems to maintain data reliability and redundancy. In 2014, we purchased a hardware NAS device to house backup data. Since that purchase, we have been in the process of moving critical backup data to that device. Phase II of the backup revitalization plan, is to procure and implement the appropriate software in order to consolidate software systems, handle the large amount of data that is required, as well as the ability to manage backing up multiple sources of data via one system. A good backup system is arguably the most important strategy that any municipality, business, or corporation can – and should – invest in.



Antivirus Software

\$13,000

The city currently has an antivirus solution, but we feel that it is inadequate and that it can be improved by replacing it with a different product. Due to the ever-evolving technological threats such as viruses, malware, and hacking, this is also one of the backbones of having a stable and reliable IT foundation.



**Fiscal Year:** 2015-2016  
**Department:** Police Department  
**Account Code:** A3120  
**Function:** Public Safety



**Description:** The City of Watertown Police Department provides protection and services to the citizens of and visitors to the City. The department is staffed with 64 sworn officers and three civilian personnel. It is divided into three divisions; Administration, Investigations and Patrol. In 2014, the Watertown Police Department received 24,944 calls for service, of which 1,506 were motor vehicle accidents. WPD officers arrested 1,830 adults, 53 juveniles, issued 2,952 uniform traffic tickets, issued 1,864 parking citations and investigated 1,445 domestic disputes.

#### **2014-2015 Accomplishments:**

- ✓ Conducted a Police Academy from August 2014 through March 2015 that resulted in six City of Watertown Police Officer graduates. Additionally, new law enforcement shields were presented to graduates from Carthage Village Police, Lewis County Sheriff, and Jefferson County Sheriff.
- ✓ Worked to keep overtime under control by monitoring platoon staffing, making adjustments to training scheduling and working closely with supervisors to limit unnecessary overtime. This was especially challenging, due to the number of patrol officers in training at the Police Academy.
- ✓ Successfully transitioned the Watertown Police Department Administration during June and July of 2014. The Chief of Police, Captain and Administration Sergeant positions all changed hands due to retirements or promotions. Additionally, in the following months, the department promoted four of seven detectives, five of seven sergeants and two of four lieutenants.

#### **2015-2016 Goals and Objectives:**

- Continue to work closely with City Information Technology Department to upgrade and keep police computers up to date and in working order. An IT staff member will be provided an office at the PSB so that they can work more efficiently with the department, and be on-site several days each week.
- 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 working with the Metro-Jefferson Drug Task Force and State Police Community Narcotics Teams to identify and arrest the traffickers of illegal narcotics in the City and County. An additional goal is to bring the staffing level at the MJDTF back to three WPD Detectives as staffing allows.
- 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: 2015-16**  
**Department: Police**  
**Account Code: A3120**  
**Function: Public Safety**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 184,564                         | \$ 203,439                         | \$ 176,134                         | \$ 178,000                         |
| 120 Clerical                          | 94,012                             | 94,639                             | 61,552                             | 91,219                             |
| 130 Wages                             | 3,776,197                          | 3,786,705                          | 3,849,416                          | 4,159,265                          |
| 140 Temporary                         | 50,639                             | 50,670                             | 55,000                             | 55,000                             |
| 150 Overtime                          | 298,731                            | 267,692                            | 276,500                            | 250,000                            |
| 155 Holiday Pay                       | 40,231                             | 43,865                             | 46,000                             | 46,000                             |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 9,230                              | 15,876                             | 15,300                             | 21,250                             |
| 180 Roll Call Pay                     | 85,511                             | 91,453                             | 90,000                             | 45,000                             |
| 185 On Call Pay                       | 10,833                             | 12,658                             | 12,000                             | 12,000                             |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | 4,000                              | 5,000                              | 6,000                              | 6,000                              |
| Total Personal Services               | <u>\$ 4,553,948</u>                | <u>\$ 4,571,996</u>                | <u>\$ 4,587,902</u>                | <u>\$ 4,863,734</u>                |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ 138,963                         | \$ 124,355                         | \$ 113,500                         | \$ 115,200                         |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ 138,963</u>                  | <u>\$ 124,355</u>                  | <u>\$ 113,500</u>                  | <u>\$ 115,200</u>                  |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 27,663                          | \$ 25,595                          | \$ 33,200                          | \$ 33,200                          |
| 420 Insurance                         | 1,041                              | 1,059                              | 1,060                              | 1,200                              |
| 430 Contracted Services               | 417,744                            | 407,971                            | 405,255                            | 262,800                            |
| 440 Fees Non Employees                | 2,745                              | 2,513                              | 24,100                             | 6,950                              |
| 450 Miscellaneous                     | 66,671                             | 72,007                             | 76,900                             | 89,000                             |
| 455 Vehicle Expenses                  | 263,902                            | 274,655                            | 253,927                            | 247,125                            |
| 460 Materials and Supplies            | 27,208                             | 29,021                             | 63,350                             | 59,600                             |
| 465 Equipment < \$10,000              | 91,577                             | 7,287                              | 5,800                              | 48,700                             |
| Total Operating Expenses              | <u>\$ 898,551</u>                  | <u>\$ 820,109</u>                  | <u>\$ 863,592</u>                  | <u>\$ 748,575</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 16,460                          | \$ 17,977                          | \$ 12,618                          | \$ 9,670                           |
| 820 NYS Police/Fire Retirement System | 1,039,705                          | 1,185,514                          | 1,152,395                          | 1,084,618                          |
| 830 Social Security                   | 337,530                            | 336,962                            | 350,975                            | 372,072                            |
| 840 Workers' Compensation             | 78,283                             | 104,121                            | 80,000                             | 145,000                            |
| 850 Health Insurance                  | 712,341                            | 738,133                            | 780,813                            | 746,001                            |
| Total Fringe Benefits                 | <u>\$ 2,184,319</u>                | <u>\$ 2,382,707</u>                | <u>\$ 2,376,801</u>                | <u>\$ 2,357,361</u>                |
| <b>Department Total</b>               | <u>\$ 7,775,781</u>                | <u>\$ 7,899,168</u>                | <u>\$ 7,941,795</u>                | <u>\$ 8,084,870</u>                |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Police**  
**Account Code: A3120**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Personal Services**

|             |   |    |                  |
|-------------|---|----|------------------|
| A.3120.0110 | Salaries                                    |    |                  |
|             | Police Chief                                | \$ | 92,000           |
|             | Police Captain                              |    | <u>86,000</u>    |
|             |   | \$ | 178,000          |
| A.3120.0120 | Clerical                                    |    |                  |
|             | Secretary I                                 |    | 32,138           |
|             | Parking Enforcement Officer / Records Clerk |    | 29,516           |
|             | Records Clerk                               |    | <u>29,565</u>    |
|             |   |    | 91,219           |
| A.3120.0130 | Wages                                       |    |                  |
|             | Police Lieutenant (4)                       |    | 347,471          |
|             | Police Sergeant (7)                         |    | 515,000          |
|             | Detectives (7)                              |    | 478,590          |
|             | Police Officer (44)                         |    | <u>2,818,204</u> |
|             |   |    | 4,159,265        |
| A.3120.0140 | Temporary                                   |    |                  |
|             | School Crossing Guards                      |    | 55,000           |
| A.3120.0150 | Overtime                                    |    | 250,000          |
| A.3120.0155 | Holiday Pay                                 |    | 46,000           |
| A.3120.0175 | Health Insurance Buyout                     |    | 21,250           |
| A.3120.0180 | Roll Call Pay                               |    | 45,000           |
| A.3120.0185 | On Call Pay                                 |    | 12,000           |
| A.3120.0195 | Clothing/Cleaning Allowance                 |    | <u>6,000</u>     |
|             | Total Personal Services                     | \$ | <u>4,863,734</u> |

**Equipment**

|             |                        |    |                |
|-------------|------------------------|----|----------------|
| A.3120.0230 | Motor Vehicles         |    |                |
|             | Marked Patrol Cars (3) | \$ | <u>115,200</u> |
|             | Total Equipment        | \$ | <u>115,200</u> |

**Operating Expenses**

|             |                        |    |               |
|-------------|------------------------|----|---------------|
| A.3120.0410 | Utilities              |    |               |
|             | National Grid          | \$ | 300           |
|             | PSB Phone Charges      |    | 7,200         |
|             | Cellular Telephones    |    | 13,700        |
|             | Wireless Communication |    | <u>12,000</u> |
|             |                        | \$ | 33,200        |
| A.3120.0420 | Insurance              |    | 1,200         |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Police**  
**Account Code: A3120**  
**Function: Public Safety**

|             |                                      | <u><b>FY 2015-16 Budget</b></u> |         |
|-------------|--------------------------------------|---------------------------------|---------|
| A.3120.0430 | Contracted Services                  |                                 |         |
|             | Software Maintenance                 | 34,000                          |         |
|             | Net motion security contract         | 5,200                           |         |
|             | Commetex H/W & S/W Maint.            | 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   | 173,500                         |         |
|             | Public Safety Building Capital       | 22,000                          |         |
|             | Radar Recertification                | 2,800                           |         |
|             | Portable Toilets                     | 700                             |         |
|             | Taser Maintenance /Insurance         | 1,200                           |         |
|             | SQL Licensing                        | 4,500                           |         |
|             | Laser Printer Maintenance            | 1,000                           |         |
|             |                                      | <hr/>                           | 262,800 |
| A.3120.0440 | Fees, Non Employee                   |                                 |         |
|             | Veterinary Care                      | 3,200                           |         |
|             | New Hires Physicals                  | 1,500                           |         |
|             | New Hires Psychologicals             | 1,500                           |         |
|             | Crossing Guard Physicals             | 750                             |         |
|             |                                      | <hr/>                           | 6,950   |
| A.3120.0450 | Miscellaneous                        |                                 |         |
|             | Tuition Assistance                   | 5,000                           |         |
|             | Training Schools                     | 15,000                          |         |
|             | Quartermaster Program                | 38,000                          |         |
|             | Shipping Expenses                    | 1,000                           |         |
|             | Travel Reimbursements                | 5,000                           |         |
|             | Investigation Funds                  | 20,000                          |         |
|             | K9 Boarding                          | 1,000                           |         |
|             | Printed Materials/Brochures          | 4,000                           |         |
|             |                                      | <hr/>                           | 89,000  |
| A.3120.0455 | Vehicle Expenses                     |                                 |         |
|             | Gasoline                             | 140,000                         |         |
|             | Replacement Tires                    | 12,000                          |         |
|             | Insurance                            | 40,125                          |         |
|             | General & Collision Repairs          | 45,000                          |         |
|             | Preventive Maintenance               | 7,000                           |         |
|             | Vehicle Marking Materials            | 3,000                           |         |
|             |                                      | <hr/>                           | 247,125 |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Police**  
**Account Code: A3120**  
**Function: Public Safety**

|                        |  | <u>FY 2015-16 Budget</u> |                   |
|------------------------|--|--------------------------|-------------------|
| A.3120.0460            | Materials and Supplies                       |                          |                   |
|                        | Training Ammo                                | 7,400                    |                   |
|                        | 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                     | 3,000                    |                   |
|                        | Parking Tickets                              | 750                      |                   |
|                        | General Office Supplies                      | 3,000                    |                   |
|                        | Printed Forms                                | 3,000                    |                   |
|                        | Special Response Team (SRT)                  | 1,250                    |                   |
|                        | Training Supplies                            | 2,000                    |                   |
|                        | DARE Supplies                                | 4,000                    |                   |
|                        | Crossing Guard Supplies                      | 750                      |                   |
|                        | General Police Supplies                      | 2,000                    |                   |
|                        | Electronic Control Devices                   | 3,750                    |                   |
|                        | Portable Radio Batteries                     | 2,500                    |                   |
|                        | Pepper Spray Replacement                     | 500                      |                   |
|                        | Taser Cartridges                             | 4,000                    |                   |
|                        | Defensive Tactics Supplies                   | 2,000                    | 59,600            |
| A.3120.0465            | Equipment < \$10,000                         |                          |                   |
|                        | Computer Equipment                           | 12,000                   |                   |
|                        | Copier                                       | 1,300                    |                   |
|                        | K9   | 14,000                   |                   |
|                        | K9 Equipment                                 | 5,000                    |                   |
|                        | Office Equipment                             | 7,600                    |                   |
|                        | Weapons - new (5)                            | 2,100                    |                   |
|                        | Weapons - trade/replace (14)                 | 2,100                    |                   |
|                        | Weapons - training (10)                      | 4,600                    | 48,700            |
|                        | Total Operating Expenses                     |                          | <u>\$ 748,575</u> |
| <b>Fringe Benefits</b> |  |                          |                   |
| A.3120.0810            | New York State Employees' Retirement System  | \$                       | 9,670             |
| A.3120.0820            | New York State Police/Fire Retirement System |                          | 1,084,618         |
| A.3120.0830            | Social Security                              |                          | 372,072           |
| A.3120.0840            | Workers' Compensation                        |                          | 145,000           |
| A.3120.0850            | Health Insurance                             |                          | 746,001           |
|                        | Total Fringe Benefits                        | \$                       | <u>2,357,361</u>  |
| <b>TOTAL BUDGET</b>    |  | \$                       | <u>8,084,870</u>  |

A3120 – Police Department

Fiscal Year 2015-16  
Equipment



Vehicle Replacements (3)

\$115,200

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 contract bid process will be utilized to get the best pricing.



**Fiscal Year:** 2015-16  
**Department:** Fire Department  
**Account Code:** A3410  
**Function:** Public Safety



**Description:** The City of Watertown Fire Department provides emergency and educational services for the citizens of Watertown and the larger regional area. These essential services includes: Fire Safety Education, Fire Suppression and Investigation, non-transport BLS/EMS, Hazardous Materials and Technical Rescue services. The demand for services for the past two years averaged above 4000 incidents per year. These include for calendar year 2014: fire incidents including: 40 residential structures, 57 other structures, and 132 fire situations of various nature, 2,529 emergency medical calls and 10 occasions where the department responded to mutual aid and 2 instances of mutual aid being provided to the City.

### **2014-15 Accomplishments:**

- ✓ Executed water rescue training and bid a response vehicle through USAR FY 12 and FY 14 grants.
- ✓ Developed written specifications for the purchase of a new fire pumper.
- ✓ Presented fire and safety presentations to 5,500 students and 3,173 adults, including 11 local businesses.
- ✓ Renewed partnership with Jefferson County for hazardous materials response for our regional area.
- ✓ Moved to NYS EMT recertification program to accomplish continuing medical education (CME) credit. Five members trained as Clinical Lab Instructors to aid in providing CME hours.
- ✓ Supported a study of the Fire Department sponsored by City Council.
- ✓ Established a dedicated IT system for pre-incident planning data entry and linkage to the property address in the Spillman CAD system at the dispatch center.
- ✓ Conducted familiarization walk through of the JCC dormitory and Woolworth building.
- ✓ Collaborated with the Code Enforcement Bureau to develop a process to ensure commercial buildings install key boxes to allow ready access to the department during emergency responses.

### **2015-16 Goals and Objectives:**

- Seek and execute grant assistance for equipment, operations, training, prevention, and building weatherization.
- Implement study recommendations pertaining to operational efficiencies and community risk and work toward department accreditation through CPSE.
- Target fire education efforts toward seniors and citizens with functional needs.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fire**  
**Account Code: A3410**  
**Function: Public Safety**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 169,691                         | \$ 172,718                         | \$ 170,101                         | \$ 170,101                         |
| 120 Clerical                          | 33,570                             | 34,373                             | 34,466                             | 37,081                             |
| 130 Wages                             | 4,508,072                          | 4,608,136                          | 4,519,012                          | 4,420,835                          |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | 217,318                            | 372,573                            | 374,562                            | 399,000                            |
| 155 Holiday Pay                       | 186,518                            | 188,509                            | 189,989                            | 186,264                            |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 8,557                              | 12,788                             | 12,500                             | 12,500                             |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | 16,500                             | 18,000                             | 18,900                             | 18,900                             |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 5,140,226</u>                | <u>\$ 5,407,097</u>                | <u>\$ 5,319,530</u>                | <u>\$ 5,244,681</u>                |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ 40,000                          |
| 250 Other Equipment                   | 10,275                             | 27,895                             | -                                  | -                                  |
| Total Equipment                       | <u>\$ 10,275</u>                   | <u>\$ 27,895</u>                   | <u>\$ -</u>                        | <u>\$ 40,000</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 47,305                          | \$ 48,480                          | \$ 37,825                          | \$ 47,550                          |
| 420 Insurance                         | 21,799                             | 25,831                             | 18,936                             | 18,550                             |
| 430 Contracted Services               | 78,709                             | 38,050                             | 60,180                             | 73,900                             |
| 440 Fees Non Employees                | 4,311                              | 4,320                              | 6,640                              | 7,000                              |
| 450 Miscellaneous                     | 16,267                             | 13,929                             | 29,050                             | 24,050                             |
| 455 Vehicle Expenses                  | 127,148                            | 125,411                            | 135,895                            | 148,400                            |
| 460 Materials and Supplies            | 23,133                             | 23,445                             | 32,000                             | 35,000                             |
| 465 Equipment < \$10,000              | 85,190                             | 187,914                            | 88,661                             | 178,550                            |
| Total Operating Expenses              | <u>\$ 403,862</u>                  | <u>\$ 467,381</u>                  | <u>\$ 409,187</u>                  | <u>\$ 533,000</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 5,960                           | \$ 6,450                           | \$ 6,824                           | \$ 6,971                           |
| 820 NYS Police/Fire Retirement System | 1,491,081                          | 1,618,641                          | 1,641,845                          | 1,512,818                          |
| 830 Social Security                   | 374,688                            | 392,065                            | 406,938                            | 401,212                            |
| 840 Workers' Compensation             | 75,516                             | 62,812                             | 60,000                             | 65,000                             |
| 850 Health Insurance                  | 924,823                            | 970,903                            | 988,302                            | 991,664                            |
| Total Fringe Benefits                 | <u>\$ 2,872,068</u>                | <u>\$ 3,050,872</u>                | <u>\$ 3,103,909</u>                | <u>\$ 2,977,665</u>                |
| <b>Department Total</b>               | <u>\$ 8,426,431</u>                | <u>\$ 8,953,245</u>                | <u>\$ 8,832,626</u>                | <u>\$ 8,795,346</u>                |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fire**  
**Account Code: A3410**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Personal Services**

|             |                          |    |                  |
|-------------|--------------------------|----|------------------|
| A.3410.0110 | Salaries                 |    |                  |
|             | Fire Chief               | \$ | 88,432           |
|             | Deputy Fire Chief        |    | 81,669           |
|             |                          |    | <u>170,101</u>   |
| A.3410.0120 | Clerical                 |    |                  |
|             | Secretary                |    | 37,081           |
| A.3410.0130 | Wages                    |    |                  |
|             | Battalion Fire Chief (5) |    | 387,793          |
|             | Fire Captain (21)        |    | 1,362,763        |
|             | Firefighter (48)         |    | 2,657,279        |
|             | Out of rank              |    | 13,000           |
|             |                          |    | <u>4,420,835</u> |
| A.3410.0150 | Overtime                 |    | 399,000          |
| A.3410.0155 | Holiday Pay              |    | 186,264          |
| A.3410.0175 | Health Insurance Buyout  |    | 12,500           |
| A.3410.0190 | EMT Incentive            |    | 18,900           |
|             | Total Personal Services  | \$ | <u>5,244,681</u> |

**Equipment**

|             |                 |    |               |
|-------------|-----------------|----|---------------|
| A.3410.0230 | Motor Vehicles  |    |               |
|             | Command Vehicle | \$ | 40,000        |
|             | Total Equipment | \$ | <u>40,000</u> |

**Operating Expenses**

|             |                                 |    |               |
|-------------|---------------------------------|----|---------------|
| A.3410.0410 | Utilities                       |    |               |
|             | Telephone                       | \$ | 13,600        |
|             | Westelcom                       |    | 5,800         |
|             | Gas                             |    | 13,800        |
|             | Water and Sewer                 |    | 6,600         |
|             | Electric                        |    | 7,750         |
|             |                                 |    | <u>47,550</u> |
| A.3410.0420 | Insurance                       |    | 18,550        |
| A.3410.0430 | Contracted Services             |    |               |
|             | Testing Fire Apparatus          |    | 6,800         |
|             | Printing, Copy Machine Service  |    | 5,000         |
|             | Tools, Equipment, & Repairs     |    | 7,000         |
|             | Fire Alarm Monitoring           |    | 1,600         |
|             | Miscellaneous Bldg. Repairs     |    | 6,000         |
|             | Electric, Plumbing/HVAC Repairs |    | 6,000         |
|             | Radio Repair & Service          |    | 9,500         |
|             | Fit testing machine rental      |    | 1,000         |
|             | Testing/Repair SCBA Equipment   |    | 4,500         |
|             | Hardware/Software Maintenance   |    | 8,000         |
|             | Generator Service               |    | 1,000         |
|             | Radio Upgrade to Trunking (10)  |    | 15,000        |
|             | SCBA Compressor Maintenance     |    | 2,500         |
|             |                                 |    | <u>73,900</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fire**  
**Account Code: A3410**  
**Function: Public Safety**

|             |                                    | <u><b>FY 2015-16 Budget</b></u> |                   |
|-------------|------------------------------------|---------------------------------|-------------------|
| 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 & Publications               | 1,500                           |                   |
|             | Shipping                           | 750                             |                   |
|             | Travel Reimbursement               | 5,000                           |                   |
|             | Misc. Academy Training             | 2,000                           |                   |
|             | Hats, Badges, Clothing             | 5,000                           |                   |
|             |                                    | <u>24,050</u>                   |                   |
| A.3410.0455 | Vehicle Expenses                   |                                 |                   |
|             | Fire Apparatus Parts/Repairs       | 53,000                          |                   |
|             | Response Vehicle                   | 15,000                          |                   |
|             | DPW Charges, Gas, Oil              | 23,700                          |                   |
|             | Automobile Parts, Repairs          | 12,500                          |                   |
|             | Diesel Fuel & Additive             | 30,000                          |                   |
|             | Insurance                          | 14,200                          |                   |
|             |                                    | <u>148,400</u>                  |                   |
| 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                           |                   |
|             |                                    | <u>35,000</u>                   |                   |
| A.3410.0465 | Equipment < \$10,000               |                                 |                   |
|             | Turnout Gear (20)                  | 51,000                          |                   |
|             | Boots                              | 3,000                           |                   |
|             | Gloves, Face Pieces, Hoods         | 4,000                           |                   |
|             | Fire Helmets (6)                   | 2,250                           |                   |
|             | Life Rope, Hose, Nozzles, Ropes    | 4,000                           |                   |
|             | SCBA Cylinders                     | 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 (3)                      | 3,000                           |                   |
|             | Pumper Tools                       | 2,000                           |                   |
|             | Truck Tools                        | 2,000                           |                   |
|             | Overhead Door Systems - Station #1 | 29,300                          |                   |
|             | Vehicle exhaust system addition    | 15,000                          |                   |
|             | Vehicle computers                  | 40,000                          |                   |
|             |                                    | <u>178,550</u>                  |                   |
|             | Total Operating Expenses           |                                 | <u>\$ 533,000</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fire**  
**Account Code: A3410**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Fringe Benefits**

|             |  |                            |
|-------------|--|----------------------------|
| A.3410.0810 | New York State Employees' Retirement System  | \$ 6,971                   |
| A.3410.0820 | New York State Police/Fire Retirement System | 1,512,818                  |
| A.3410.0830 | Social Security                              | 401,212                    |
| A.3410.0840 | Workers' Compensation                        | 65,000                     |
| A.3410.0850 | Health Insurance                             | <u>991,664</u>             |
|             | Total Fringe Benefits                        | <u>\$ 2,977,665</u>        |
|             | <b>TOTAL BUDGET</b>                          | <b><u>\$ 8,795,346</u></b> |

## A3410 – Fire Department

### Fiscal Year 2015-16 Vehicles and Equipment



Replace Command Vehicle – 8-15

\$40,000

The department requests authorization to replace a 2001 Chevy Tahoe utility vehicle that is used for the transport of firefighting personnel to local emergencies and by department staff to attend day to day operations. The new vehicle will be utilized by the on-duty Battalion Chief to respond to calls. This vehicle has 94,420 miles and for the last six years nearly 20% (\$8,055) of the cost of a new vehicle has been spent to keep this one operational and safe to drive. This vehicle could be re-purposed to other departments or sold at auction, but currently is not providing reliable service to the fire department.



**Fiscal Year:** 2014-15  
**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. The City also contracts annually with a private entity for the dispersal of crows from City limits.

### **2014-15 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.

### **2015-16 Goals and Objectives:**

- Monitor the County's response to canine nuisance complaints, and stray and/or abandoned dogs.
- Continue to evaluate cost-effective options to mitigate the winter crow roost within the City limits.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Animal Control**  
**Account Code: A3510**  
**Function: Public Safety**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 94,344                             | 4,740                              | 96,335                             | 98,719                             |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 94,344</u>                   | <u>\$ 4,740</u>                    | <u>\$ 96,335</u>                   | <u>\$ 98,719</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 94,344</u></u>            | <u><u>\$ 4,740</u></u>             | <u><u>\$ 96,335</u></u>            | <u><u>\$ 98,719</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Animal Control**  
**Account Code: A3510**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Operating Expenses**  
 A.3510.0430

|                          |  |    |              |                         |
|--------------------------|--|----|--------------|-------------------------|
| Contracted Services      |  | \$ | 93,788       |                         |
| Dog Control Services     |  |    | 93,788       |                         |
| Crow Dispersal           |  |    | <u>4,931</u> | <u>\$ 98,719</u>        |
| Total Operating Expenses |  |    |              | <u>\$ 98,719</u>        |
| <br>                     |  |    |              |                         |
| <b>TOTAL BUDGET</b>      |  |    |              | <u><u>\$ 98,719</u></u> |

**Fiscal Year: 2015-16**  
**Department: Bureau of Code Enforcement**  
**Account Code: A3620**  
**Function: Public Safety**



**Description:** The Bureau of Code Enforcement follows and enforces local and State regulations pertaining to life safety and the general welfare of the public. 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 711 building permits issued last year, ranging from fences, plumbing, and minor repairs to new construction, having an approximate construction value of \$16,647,818. Additionally, this office processed 52 sign and 205 heating permits, 28 certificates of occupancy, and 40 certificates of compliance, generating permit revenue of \$32,749. This office fielded and investigated over 1,100 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure.

**2014-15 Accomplishments:**

- ✓ Finalized the inspection process of the following projects:
  - Residence Hall (J.C.C.) – 775 Rand Dr.
  - Creekwood Ph. II
  - Sonic – 1290 Arsenal St
  - Mobil-Express Mart-1268 Arsenal St.
  - Urban Mission – 247 Factory St.
  - Party City – 160 Coleman Ave.
  - Woolworth Bldg. – 11 Public Sq.
  - Samaritan Medical Center (Various Projects)
  - 161 Public Assembly Inspections on an annual basis
  - Tim Horton’s – 501 Mill Street
  
- ✓ Worked on blight removal through the NYS Property Maintenance Code. Properties demolished and slated for demolition include:
  - City Demo’s - Privately Owned:
    - 140 Palmer St. – Emergency Demo-Collapsed Roof
  - Privately Owned – Owner Demo’s:
    - 233-235 Sterling St. – Entire Structure
  
- ✓ Worked with property owners on various construction/remodeling projects.

**2015-16 Goals and Objectives:**

- Continue the inspection process of the following projects:
  - COR Project – 218 Stone St.
  - VA Clinic – 144 Eastern Blvd.
  - Samaritan Medical Center (various)
  - Fairgrounds Arena
  - Car Wash – 142 Eastern Blvd.
  
- Continue blight removal through the NYS Property Maintenance Code.
- Work with property owners on various construction/remodeling projects.
- Perform inspections required by NYSBC.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Code Enforcement**  
**Account Code: A3620**  
**Function: Public Safety**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                       | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| <b>Personal Services</b>              |                   |                   |                   |                   |
| 110 Salaries                          | \$ 63,502         | \$ 65,015         | \$ 63,610         | \$ 63,310         |
| 120 Clerical                          | 41,305            | 42,293            | 41,305            | 43,768            |
| 130 Wages                             | 107,456           | 112,886           | 104,937           | 150,304           |
| 140 Temporary                         | 329               | 659               | -                 | -                 |
| 150 Overtime                          | 3,556             | 426               | 1,200             | 4,500             |
| 155 Holiday Pay                       | -                 | -                 | -                 | -                 |
| 160 Out of Rank                       | -                 | -                 | -                 | -                 |
| 170 Out of Code                       | 5,032             | 1,901             | -                 | -                 |
| 175 Health Insurance Buyout           | 1,500             | 1,500             | 1,500             | 2,800             |
| 180 Roll Call Pay                     | -                 | -                 | -                 | -                 |
| 185 On Call Pay                       | -                 | -                 | -                 | -                 |
| 190 EMT Incentive                     | -                 | -                 | -                 | -                 |
| 195 Clothing Allow. / Reimbursements  | -                 | -                 | -                 | -                 |
| Total Personal Services               | <u>\$ 222,680</u> | <u>\$ 224,680</u> | <u>\$ 212,552</u> | <u>\$ 264,682</u> |
| <b>Equipment</b>                      |                   |                   |                   |                   |
| 230 Vehicles                          | \$ -              | \$ -              | \$ -              | \$ 25,000         |
| 250 Other                             | -                 | -                 | -                 | -                 |
| Total Equipment                       | <u>\$ -</u>       | <u>\$ -</u>       | <u>\$ -</u>       | <u>\$ 25,000</u>  |
| <b>Operating Expenses</b>             |                   |                   |                   |                   |
| 410 Utilities                         | \$ 681            | \$ 654            | \$ 1,200          | \$ 1,200          |
| 420 Insurance                         | -                 | 982               | -                 | -                 |
| 430 Contracted Services               | 159,365           | 27,535            | 81,408            | 61,608            |
| 440 Fees Non Employees                | -                 | -                 | -                 | -                 |
| 450 Miscellaneous                     | 4,917             | 5,610             | 10,600            | 10,200            |
| 455 Vehicle Expenses                  | 4,707             | 6,683             | 13,803            | 14,325            |
| 460 Materials and Supplies            | 998               | 215               | 1,000             | 1,000             |
| 465 Equipment < \$10,000              | 1,038             | 471               | 600               | 1,600             |
| Total Operating Expenses              | <u>\$ 171,706</u> | <u>\$ 42,149</u>  | <u>\$ 108,611</u> | <u>\$ 89,933</u>  |
| <b>Fringe Benefits</b>                |                   |                   |                   |                   |
| 810 NYS Employees' Retirement System  | \$ 40,370         | \$ 41,618         | \$ 42,005         | \$ 49,760         |
| 820 NYS Police/Fire Retirement System | -                 | -                 | -                 | -                 |
| 830 Social Security                   | 16,283            | 16,299            | 16,230            | 20,247            |
| 840 Workers' Compensation             | -                 | -                 | -                 | -                 |
| 850 Health Insurance                  | 39,420            | 41,102            | 41,100            | 57,490            |
| Total Fringe Benefits                 | <u>\$ 96,073</u>  | <u>\$ 99,019</u>  | <u>\$ 99,335</u>  | <u>\$ 127,497</u> |
| <b>Department Total</b>               | <u>\$ 490,459</u> | <u>\$ 365,847</u> | <u>\$ 420,498</u> | <u>\$ 507,112</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Code Enforcement**  
**Account Code: A3620**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Personal Services**

|             |                              |        |                   |
|-------------|------------------------------|--------|-------------------|
| A.3620.0110 | Salaries                     |        |                   |
|             | Code Enforcement Supervisor  |        | \$ 63,310         |
| A.3620.0120 | Clerical                     |        |                   |
|             | Code Enforcement Aide        |        | 43,768            |
| A.3620.0130 | Wages                        |        |                   |
|             | Sr. Code Enforcement Officer | 57,600 |                   |
|             | Code Enforcement Officer     | 53,671 |                   |
|             | Building Safety Inspector    | 39,033 | 150,304           |
| A3620.0150  | Overtime                     |        | 4,500             |
| A3620.0175  | Health Insurance Buyout      |        | 2,800             |
|             | Total Personal Services      |        | <u>\$ 264,682</u> |

**Equipment**

|             |                 |  |                  |
|-------------|-----------------|--|------------------|
| A.3620.0230 | Motor Vehicles  |  |                  |
|             | Pick-up Truck   |  | \$ 25,000        |
|             | Total Equipment |  | <u>\$ 25,000</u> |

**Operating Expenses**

|             |                             |        |                  |
|-------------|-----------------------------|--------|------------------|
| A.3620.0410 | Utilities                   |        |                  |
|             | Cell Phones                 |        | \$ 1,200         |
| A3620.0430  | Contracted Services         |        |                  |
|             | Health Officer              | 1,500  |                  |
|             | Printing                    | 700    |                  |
|             | Blight Removal/Demolitions  | 50,000 |                  |
|             | Fence Rental                | 3,700  |                  |
|             | Title Searches              | 1,000  |                  |
|             | Copier Maintenance          | 4,308  |                  |
|             | Tire Disposal               | 400    | 61,608           |
| 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                   | 1,825  |                  |
|             | Maintenance                 | 8,000  | 14,325           |
| A.3620.0460 | Materials and Supplies      |        |                  |
|             | Property Securing Materials |        | 1,000            |
| A.3620.0465 | Equipment < \$10,000        |        |                  |
|             | Computer                    | 1,000  |                  |
|             | Small Tools                 | 600    | 1,600            |
|             | Total Operating Expenses    |        | <u>\$ 89,933</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Code Enforcement**  
**Account Code: A3620**  
**Function: Public Safety**

**FY 2015-16 Budget**

**Fringe Benefits**

|             |   |    |                |
|-------------|---|----|----------------|
| A.3620.0810 | New York State Employees' Retirement System | \$ | 49,760         |
| A.3620.0830 | Social Security                             |    | 20,247         |
| A.3620.0850 | Health Insurance                            |    | <u>57,490</u>  |
|             | Total Fringe Benefits                       | \$ | <u>127,497</u> |

|                     |    |                       |
|---------------------|----|-----------------------|
| <b>TOTAL BUDGET</b> | \$ | <u><u>507,112</u></u> |
|---------------------|----|-----------------------|

A3620 – Code Enforcement

Fiscal Year 2015-16  
Vehicles and Equipment



Pick-up Truck

\$25,000

The Bureau of Code Enforcement has two Dodge Dakota 4x4 pickup trucks that were purchased in 2002. This particular vehicle has 53,462 miles and has had numerous mechanical problems. Recent mechanical problems have required us to order parts from local junk yards because most replacement parts are unavailable.



**Fiscal Year:** 2015-16  
**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 routine maintenance of all departmental owned buildings, grounds and facilities. This unit is responsible for the maintenance and upkeep of the pavilions and public restrooms located within the J.B. Wise parking lot, the Marble Street Park and the Veterans' Memorial Walkway. Grounds maintenance performed by this unit consists of mowing, trash disposal, trimming and weeding of abandoned parcels acquired from tax sale deeds, the City's 78 acre landfill and all downtown parks and walkways. This crew is also responsible for the maintenance of over 3,000 street trees and 1,600 park trees located throughout the City of Watertown. Maintenance responsibilities include the annual pruning of over 1,000 small diameter trees, the removal and trimming of larger diameter trees and the planting, mulching and watering of 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 2014, this division responded to 145 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.

**2014-15 Accomplishments:**

- ✓ Facilitated the City's Urban Forestry Plan by supporting and planting 166 new street trees, pruning 500 trees, and removing 27 trees throughout the course of the year.
- ✓ Assisted the professional conservator in conducting the maintenance treatment program for the Roswell P. Flower Monument.
- ✓ Completed scheduled Ice Storm Debris Cleanup operations as we address our right of ways and easements as well as our larger parks and outdoor department facilities.

**2015-16 Goals and Objectives:**

- Support the City's Urban Forestry Plan with the implementation of the Emerald Ash Borer Management Plan.
- Assist in the rebuilding of the temporary wooden stairs leading to the river at Whitewater Park previously damaged due to flooding and begin design plans for permanent replacement.
- Increase the ability to keep roadsides and right-of-ways maintained by placing into service the new boom mower 1-68 which was delivered in December, 2014.
- Initiate an MS4 related Best Management Practices (BMP) program addressing the clearing & grubbing of encroaching brush and downed trees along Kelsey Creek to ensure proper flow of the streambed.
- Negotiate the renewal of the Veterans' Memorial Walkway parking lot lease agreement.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Buildings and Grounds Maintenance**  
**Account Code: A5010**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 32,080                          | \$ 42,584                          | \$ 41,872                          | \$ 41,872                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 126,822                            | 129,047                            | 152,114                            | 158,263                            |
| 140 Temporary                         | 37,373                             | 40,525                             | 55,000                             | 57,000                             |
| 150 Overtime                          | 8,723                              | 3,902                              | 8,000                              | 8,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | 614                                | 71                                 | -                                  | -                                  |
| 175 Health Insurance Buyout           | 2,800                              | 2,800                              | 2,800                              | 1,500                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 208,412</u>                  | <u>\$ 218,928</u>                  | <u>\$ 259,786</u>                  | <u>\$ 266,635</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ 24,790                          | \$ 16,803                          | \$ -                               | \$ -                               |
| 250 Other                             | 13,348                             | -                                  | 48,000                             | 10,000                             |
| Total Equipment                       | <u>\$ 38,138</u>                   | <u>\$ 16,803</u>                   | <u>\$ 48,000</u>                   | <u>\$ 10,000</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 3,147                           | \$ 3,105                           | \$ 6,777                           | \$ 8,020                           |
| 420 Insurance                         | 387                                | 2,678                              | 2,243                              | 2,900                              |
| 430 Contracted Services               | 13,664                             | 132,893                            | 46,328                             | 37,328                             |
| 440 Fees Non Employees                | 1,466                              | 3,112                              | 3,600                              | 3,200                              |
| 450 Miscellaneous                     | 5,829                              | 2,256                              | 6,250                              | 9,050                              |
| 455 Vehicle Expenses                  | 59,007                             | 80,277                             | 63,793                             | 57,032                             |
| 460 Materials and Supplies            | 30,567                             | 28,658                             | 41,500                             | 45,800                             |
| 465 Equipment < \$10,000              | 18,622                             | 3,271                              | 4,600                              | 17,000                             |
| Total Operating Expenses              | <u>\$ 132,689</u>                  | <u>\$ 256,250</u>                  | <u>\$ 175,091</u>                  | <u>\$ 180,330</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 33,104                          | \$ 60,465                          | \$ 49,120                          | \$ 46,276                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 15,528                             | 16,223                             | 19,874                             | 20,399                             |
| 840 Workers' Compensation             | 22,805                             | 31,433                             | 20,000                             | 30,000                             |
| 850 Health Insurance                  | 44,699                             | 44,429                             | 39,375                             | 36,912                             |
| Total Fringe Benefits                 | <u>\$ 116,136</u>                  | <u>\$ 152,550</u>                  | <u>\$ 128,369</u>                  | <u>\$ 133,587</u>                  |
| <b>Department Total</b>               | <u><u>\$ 495,375</u></u>           | <u><u>\$ 644,531</u></u>           | <u><u>\$ 611,246</u></u>           | <u><u>\$ 590,552</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Buildings and Grounds Maintenance**  
**Account Code: A5010**  
**Function: Transportation**

**FY 2015-16 Budget**

**Personal Services**

|             |   |    |                |
|-------------|---|----|----------------|
| A.5010.0110 | Salaries  |    |                |
|             | Street/Sewer Maintenance Supervisor (1 @ .67) * | \$ | 41,872         |
| A.5010.0130 | Wages   |    |                |
|             | Crew Chief (1 @ .67) *                          | \$ | 27,804         |
|             | Motor Equipment Operator (1 @ .67) *            |    | 26,152         |
|             | Municipal Worker I (4 @ .67) *                  |    | 78,155         |
|             | Tree Trimmer (1 @ .67) *                        |    | 26,152         |
|             |   |    | <u>158,263</u> |
| A.5010.0140 | Temporary                                       |    | 57,000         |
| A.5010.0150 | Overtime  |    | 8,000          |
| A.5010.0175 | Health Insurance Buyout                         |    | 1,500          |
|             | Total Personal Services                         | \$ | <u>266,635</u> |

**Equipment**

|             |                         |    |               |
|-------------|-------------------------|----|---------------|
| A.5010.0250 | Other Equipment         |    |               |
|             | Zero-turn Mower (1-116) | \$ | 10,000        |
|             | Total Equipment         | \$ | <u>10,000</u> |

**Operating Expenses**

|             |                                   |    |               |
|-------------|-----------------------------------|----|---------------|
| A.5010.0410 | Utilities                         |    |               |
|             | Water/Sewer                       | \$ | 1,500         |
|             | Monument , Flag & Sign Lighting   |    | 1,200         |
|             | Clinton & Marble St Park Lighting |    | 700           |
|             | Telephone / Alarm Panels          |    | 3,200         |
|             | Verizon Cell Phone                |    | 160           |
|             | Veterans' Memorial Walkway Lights |    | 700           |
|             | Sprint for GPS                    |    | 560           |
|             |                                   |    | <u>8,020</u>  |
| A.5010.0420 | Insurance                         |    | 2,900         |
| A.5010.0430 | Contracted Services               |    |               |
|             | GPS Tracking                      |    | 208           |
|             | Annual Alarm Monitoring           |    | 720           |
|             | Material Disposal                 |    | 1,500         |
|             | Repairs/Maintenance on Equipment  |    | 1,500         |
|             | Misc. B&G Maintenance             |    | 1,400         |
|             | Private Property Cleanup          |    | 5,000         |
|             | Tree Inventory * *                |    | 25,000        |
|             | Misc.Equipment Rental             |    | 2,000         |
|             |                                   |    | <u>37,328</u> |
| A.5010.0440 | Fees - Non Employee               |    |               |
|             | Employee Testing                  |    | 1,200         |
|             | Employee Vaccinations             |    | 2,000         |
|             |                                   |    | <u>3,200</u>  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Buildings and Grounds Maintenance**  
**Account Code: A5010**  
**Function: Transportation**

|                        |  | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|--|---------------------------------|--------------------------|
| A.5010.0450            | Miscellaneous  |                                 |                          |
|                        | Safety Shoes/Jackets/ Related Equipt.                              | 2,700                           |                          |
|                        | Tree Trimmer Training Certification (3)                            | 4,500                           |                          |
|                        | Pesticide Recertification  | 450                             |                          |
|                        | Safety Training/Seminars /PESH                                     | 1,400                           |                          |
|                        |  |                                 | <u>9,050</u>             |
| A.5010.0455            | Vehicle Expenses   |                                 |                          |
|                        | Insurance  | 11,125                          |                          |
|                        | Vehicle Maintenance & Repairs                                      | 24,000                          |                          |
|                        | Routine Preventive Maintenance                                     | 1,500                           |                          |
|                        | Bucket Truck Cert and Bushing Repair                               | 1,500                           |                          |
|                        | Gas and Diesel Fuel  | 18,907                          |                          |
|                        |  |                                 | <u>57,032</u>            |
| A.5010.0460            | Materials and Supplies   |                                 |                          |
|                        | Waferboard Codes Orders  | 1,000                           |                          |
|                        | Restroom Supplies (x 3)  | 6,000                           |                          |
|                        | Restroom Fixtures  | 2,000                           |                          |
|                        | Top Soil, Crusher Run etc.   | 5,000                           |                          |
|                        | Ropes and Related Equipment  | 1,000                           |                          |
|                        | Annual Tree Replacement Program ***                                | 15,000                          |                          |
|                        | Replacement Parts/Supplies for<br>Mowers, Trimmers, Chainsaws etc. | 3,500                           |                          |
|                        | Park Furniture Repairs   | 1,500                           |                          |
|                        | Flowers, Bulbs, Mulch  | 1,800                           |                          |
|                        | Small Hand Tools   | 2,000                           |                          |
|                        | Christmas Decorations  | 3,500                           |                          |
|                        | Dogi-Pot Pet Station Supplies                                      | 1,000                           |                          |
|                        | Miscellaneous Supplies   | 2,500                           |                          |
|                        |  |                                 | <u>45,800</u>            |
| A.5010.0465            | Equipment < \$10,000   |                                 |                          |
|                        | DR Field & Brush Mower   | 3,600                           |                          |
|                        | Pesticide Storage Unit   | 1,500                           |                          |
|                        | Chainsaw   | 600                             |                          |
|                        | Camera / Security System (2)                                       | 10,000                          |                          |
|                        | Weedwackers (4)  | 1,300                           |                          |
|                        |  |                                 | <u>17,000</u>            |
|                        | <b>Total Operating Expenses</b>                                    |                                 | <u><b>\$ 180,330</b></u> |
| <b>Fringe Benefits</b> |  |                                 |                          |
| A.5010.0810            | New York State Employees' Retirement System                        | \$                              | 46,276                   |
| A.5010.0830            | Social Security  |                                 | 20,399                   |
| A.5010.0840            | Workers Compensation   |                                 | 30,000                   |
| A.5010.0850            | Health Insurance   |                                 | 36,912                   |
|                        | <b>Total Fringe Benefits</b>                                       | <u><b>\$</b></u>                | <u><b>133,587</b></u>    |
| <b>TOTAL BUDGET</b>    |  | <u><b>\$</b></u>                | <u><b>590,552</b></u>    |

\* Split 33% with A.5142

\* \* Tree inventory expenditure is dependent on receiving grant from NYS Department of Environmental Conservation's Urban and Community Forestry Grant Program

\* \* \* Funded with \$6,000 in doantions and grants

A5010 – Buildings & Grounds Maintenance

Fiscal Year 2015-16  
Vehicles and Equipment



Zero-Turn Mower (1-116)

\$10,000

This is a request to purchase a replacement Zero-Turn Mower for the 1997 John Deere 425 (1-116) that will be used by the buildings & grounds for the mowing of City-owned properties. The current mower will be transferred to another department within the City.



**Fiscal Year:** 2015-16  
**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 this fiscal year is expected to be approximately \$450,000. This account is also responsible for street sweeping which includes the initial removal of the accumulated winter ice control road mix from the City streets, public parking lots and numerous City owned facilities. Following the initial cleanup, scheduled sweeping continues throughout the season with the average street being swept up to seven times, while the downtown business district is serviced weekly. An average of 1,800 miles of travel ways are swept annually.

#### **2014-15 Accomplishments:**

- ✓ Reconstructed 100 Block South Meadow Street between Arsenal and Stone Streets.
- ✓ Completed site work and installation of Bus Shelter at Maple Courts on Weldon Drive.
- ✓ Reconstructed / Replaced ADA curb ramps at NW and NE corners of Arsenal & Arcade Street. Work also included making Lachenauer Plaza accessible for people with disabilities.
- ✓ Worked in conjunction with JCIDA to install 400-lf of pin-on curbing along Court Street as part of their facility upgrade.
- ✓ Placed 600-lf of concrete pin-on curbing for the Jefferson County Highway Department in the Hamlet of Lorraine.
- ✓ Paved ±4,100-lf of roadway and placed ±5,600-lf of concrete pin-on curbing.

#### **2015-16 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).
- Road base reconstruction of Dimmick Street.
- Continue Street Paving and Pin-On Curb Construction Program as detailed in our Capital Budget Schedule.
- Coordinate design and construction work with the Engineering Department in order to meet the scheduled implementation of the ADA requirements associated with the United States Access Board's "Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way" better known as "PROWAG."

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Maintenance of Roads**  
**Account Code: A5110**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 49,253                          | \$ 32,690                          | \$ 41,872                          | \$ 41,872                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 269,324                            | 270,335                            | 315,790                            | 335,311                            |
| 140 Temporary                         | -                                  | -                                  | 7,000                              | 7,000                              |
| 150 Overtime                          | 6,566                              | 2,709                              | 6,000                              | 6,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 2,800                              | -                                  | 2,800                              | 5,800                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 327,943</u>                  | <u>\$ 305,735</u>                  | <u>\$ 373,462</u>                  | <u>\$ 395,983</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ 10,699                          | \$ -                               | \$ 27,500                          | \$ -                               |
| 250 Other                             | 42,507                             | -                                  | 47,500                             | -                                  |
| Total Equipment                       | <u>\$ 53,206</u>                   | <u>\$ -</u>                        | <u>\$ 75,000</u>                   | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 1,235                           | \$ 648                             | \$ 1,076                           | \$ 576                             |
| 420 Insurance                         | 7,337                              | 4,851                              | 4,596                              | 5,200                              |
| 430 Contracted Services               | 4,870                              | 1,146                              | 24,958                             | 34,854                             |
| 440 Fees Non Employees                | 886                                | 940                                | 900                                | 900                                |
| 450 Miscellaneous                     | 2,993                              | 1,796                              | 3,775                              | 5,375                              |
| 455 Vehicle Expenses                  | 139,517                            | 128,007                            | 129,755                            | 122,172                            |
| 460 Materials and Supplies            | 32,076                             | 60,431                             | 91,000                             | 93,000                             |
| 465 Equipment < \$10,000              | 3,742                              | 269                                | 900                                | 12,915                             |
| Total Operating Expenses              | <u>\$ 192,656</u>                  | <u>\$ 198,088</u>                  | <u>\$ 256,960</u>                  | <u>\$ 274,992</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 68,309                          | \$ 63,056                          | \$ 70,728                          | \$ 69,799                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 24,132                             | 22,504                             | 28,569                             | 30,294                             |
| 840 Workers' Compensation             | 44,398                             | 66,992                             | 118,000                            | 40,000                             |
| 850 Health Insurance                  | 81,721                             | 76,994                             | 98,960                             | 84,274                             |
| Total Fringe Benefits                 | <u>\$ 218,560</u>                  | <u>\$ 229,545</u>                  | <u>\$ 316,257</u>                  | <u>\$ 224,367</u>                  |
| <b>Department Total</b>               | <u><u>\$ 792,365</u></u>           | <u><u>\$ 733,369</u></u>           | <u><u>\$ 1,021,679</u></u>         | <u><u>\$ 895,342</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Maintenance of Roads**  
**Account Code: A5110**  
**Function: Transportation**

**FY 2015-16 Budget**

**Personal Services**

|             |   |    |                |
|-------------|---|----|----------------|
| A.5110.0110 | Salaries  |    |                |
|             | Street/Sewer Maintenance Supervisor (1 @ .67) * | \$ | 41,872         |
| A.5110.0130 | Wages   |    |                |
|             | Crew Chief (3 @ .67) *                          | \$ | 88,804         |
|             | Heavy Equipment Oper (2 @ .67)*                 |    | 59,896         |
|             | Motor Equipment Oper (6 @ .67)*                 |    | 148,813        |
|             | Municipal Worker I (2 @.67)*                    |    | 37,798         |
| A.5110.0140 | Temporary                                       |    | 7,000          |
| A.5110.0150 | Overtime  |    | 6,000          |
| A.5110.0175 | Health Insurance Buyout                         |    | 5,800          |
|             | Total Personal Services                         | \$ | <u>395,983</u> |

**Operating Expenses**

|             |   |    |                |
|-------------|---|----|----------------|
| A.5110.0410 | Utilities                                 |    |                |
|             | Sprint For GPS and Tablet                 | \$ | 440            |
|             | Verizon Cell Phone                        |    | 136            |
|             |   | \$ | 576            |
| A.5110.0420 | Insurance                                 |    | 5,200          |
| A.5110.0430 | Contracted Services                       |    |                |
|             | GPS Tracking                              |    | 104            |
|             | 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          |
|             |   |    | <u>34,854</u>  |
| A.5110.0440 | Fees, Non-Employee                        |    |                |
|             | Employee Testing                          |    | 900            |
| A.5110.0450 | Miscellaneous                             |    |                |
|             | Membership Dues                           |    | 75             |
|             | Safety Shoes, Apparel & Related Materials |    | 2,700          |
|             | Training/PESH                             |    | 2,600          |
|             |   |    | <u>5,375</u>   |
| A.5110.0455 | Vehicle Expenses                          |    |                |
|             | Maintenance & Repairs                     |    | 45,000         |
|             | Routine Preventive Maintenance            |    | 6,000          |
|             | Gas & Diesel Fuel                         |    | 42,222         |
|             | Sweeper/Paver Maintenance                 |    | 8,000          |
|             | Sweeper Brooms                            |    | 3,500          |
|             | Insurance                                 |    | 17,450         |
|             |   |    | <u>122,172</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Maintenance of Roads**  
**Account Code: A5110**  
**Function: Transportation**

|                        |  | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|--|---------------------------------|--------------------------|
| A.5110.0460            | Materials and Supplies                         |                                 |                          |
|                        | Small Tools                                    | 3,500                           |                          |
|                        | Blacktop & Related Materials - road patch only | 42,000                          |                          |
|                        | Top Soil, Crusher Run, etc.                    | 11,000                          |                          |
|                        | Ready-mix Concrete                             | 12,000                          |                          |
|                        | Materials for Concrete Forms                   | 2,000                           |                          |
|                        | Milling Machine Bits                           | 1,000                           |                          |
|                        | ADA Truncated Sidewalk Domes                   | 10,000                          |                          |
|                        | Concrete Sealant                               | 1,500                           |                          |
|                        | Roadsaver Sealant (Crack Sealer)               | 7,000                           |                          |
|                        | Miscellaneous Supplies                         | <u>3,000</u>                    | 93,000                   |
| A.5110.0465            | Equipment < \$10,000                           |                                 |                          |
|                        | Tar Kettle Replacement Hose                    | 3,015                           |                          |
|                        | Tilt Bed Trailer for Skid Steer Loader         | 8,750                           |                          |
|                        | Air Compressor Panel (1-100)                   | <u>1,150</u>                    | <u>12,915</u>            |
|                        | Total Operating Expenses                       |                                 | <u>\$ 274,992</u>        |
| <br>                   |  |                                 |                          |
| <b>Fringe Benefits</b> |  |                                 |                          |
| A.5110.0810            | New York State Employees' Retirement System    |                                 | \$ 69,799                |
| A.5110.0830            | Social Security                                |                                 | 30,294                   |
| A.5110.0840            | Workers Compensation                           |                                 | 40,000                   |
| A.5110.0850            | Health Insurance                               |                                 | <u>84,274</u>            |
|                        | Total Fringe Benefits                          |                                 | <u>\$ 224,367</u>        |
| <br>                   |  |                                 |                          |
|                        | <b>TOTAL BUDGET</b>                            |                                 | <u><u>\$ 895,342</u></u> |

\* Split 33% with A.5142

**Fiscal Year: 2015-16**  
**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 104.3 inches of snow per year whereas by comparison the previous 5-year average is 105.4 inches of snow per year. During the winter of 2014-2015 approximately 147 inches of snow fell, as compared to approximately 202 inches received during the 2013-2014 season.

#### **2014-15 Accomplishments:**

- ✓ Completed the commissioning of the northwest quadrant chute of the City's snow dump located on the west end of Beebee's Island at Vacant Lot 3, Mill Street.
- ✓ Commissioned the two replacement "dump truck/sander plow" (1-33 and 1-45, both of which were 1987 International Dump Trucks) which were purchased from the New York State OGS Contract.
- ✓ Commissioned the liquid, pre-wet systems on four of our salt spreaders/sanders (1-33, 1-42, 1-45 and 1-97) with self contained, liquid pre-wet systems.

#### **2015-16 Goals and Objectives:**

- Retrofit Urban Plow 1-22 with salt spreader/sander complete with ground speed controller and liquid pre-wet system.
- Refurbish 1-78 blower head, electric clutch and hydrostatic controls.
- Develop specifications for the purchase of a 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.
- Expand Liquid Anti-Icing Pre-wetting Storage and Handling facility for managing liquid anti-icing products used in our fleet of salt spreading equipment and convert an existing dump truck into a salt brine applicator unit.
- Install GPS units on all "Urban Plows" and associated snow removal equipment.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Snow Removal**  
**Account Code: A5142**  
**Function: Transportation**

|                                       | FY 2012-13                 | FY 2013-14                 | FY 2014-15                 | FY 2015-16                 |
|---------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <u>Budget Summary</u>                 | <u>Actual</u>              | <u>Actual</u>              | <u>Budget</u>              | <u>Budget</u>              |
| <b>Personal Services</b>              |                            |                            |                            |                            |
| 110 Salaries                          | \$ 42,418                  | \$ 39,901                  | \$ 41,248                  | \$ 41,248                  |
| 120 Clerical                          | -                          | -                          | -                          | -                          |
| 130 Wages                             | 410,270                    | 391,945                    | 431,901                    | 454,048                    |
| 140 Temporary                         | -                          | 5,029                      | -                          | -                          |
| 150 Overtime                          | 83,199                     | 178,743                    | 90,000                     | 119,000                    |
| 155 Holiday Pay                       | -                          | -                          | -                          | -                          |
| 160 Out of Rank                       | -                          | -                          | -                          | -                          |
| 170 Out of Code                       | 2,971                      | -                          | -                          | -                          |
| 175 Health Insurance Buyout           | -                          | 2,800                      | -                          | 2,800                      |
| 180 Roll Call Pay                     | -                          | -                          | -                          | -                          |
| 185 On Call Pay                       | -                          | -                          | -                          | -                          |
| 190 EMT Incentive                     | -                          | -                          | -                          | -                          |
| 195 Clothing Allow. / Reimbursements  | -                          | -                          | -                          | -                          |
| Total Personal Services               | <u>\$ 538,858</u>          | <u>\$ 618,418</u>          | <u>\$ 563,149</u>          | <u>\$ 617,096</u>          |
| <b>Equipment</b>                      |                            |                            |                            |                            |
| 230 Vehicles                          | \$ -                       | \$ -                       | \$ 35,000                  | \$ -                       |
| 250 Other                             | -                          | 14,836                     | 34,000                     | 73,500                     |
| Total Equipment                       | <u>\$ -</u>                | <u>\$ 14,836</u>           | <u>\$ 69,000</u>           | <u>\$ 73,500</u>           |
| <b>Operating Expenses</b>             |                            |                            |                            |                            |
| 410 Utilities                         | \$ 5,302                   | \$ 5,820                   | \$ 4,472                   | \$ 7,119                   |
| 420 Insurance                         | 6,688                      | 6,894                      | 6,895                      | 7,375                      |
| 430 Contracted Services               | 15,841                     | 40,733                     | 21,882                     | 27,662                     |
| 440 Fees Non Employees                | 348                        | 1,242                      | 900                        | 900                        |
| 450 Miscellaneous                     | 374                        | -                          | -                          | -                          |
| 455 Vehicle Expenses                  | 127,333                    | 188,254                    | 137,447                    | 151,401                    |
| 460 Materials and Supplies            | 171,465                    | 165,874                    | 198,200                    | 200,700                    |
| 465 Equipment < \$10,000              | -                          | -                          | 6,500                      | 16,100                     |
| Total Operating Expenses              | <u>\$ 327,351</u>          | <u>\$ 408,817</u>          | <u>\$ 376,296</u>          | <u>\$ 411,257</u>          |
| <b>Fringe Benefits</b>                |                            |                            |                            |                            |
| 810 NYS Employees' Retirement System  | \$ 97,407                  | \$ 118,042                 | \$ 106,683                 | \$ 109,866                 |
| 820 NYS Police/Fire Retirement System | -                          | -                          | -                          | -                          |
| 830 Social Security                   | 39,962                     | 45,895                     | 43,085                     | 47,207                     |
| 840 Workers' Compensation             | 19,643                     | 3,340                      | 15,000                     | 10,000                     |
| 850 Health Insurance                  | 115,367                    | 115,893                    | 132,932                    | 123,288                    |
| Total Fringe Benefits                 | <u>\$ 272,379</u>          | <u>\$ 283,171</u>          | <u>\$ 297,700</u>          | <u>\$ 290,361</u>          |
| <b>Department Total</b>               | <u><u>\$ 1,138,588</u></u> | <u><u>\$ 1,325,241</u></u> | <u><u>\$ 1,306,145</u></u> | <u><u>\$ 1,392,214</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Snow Removal**  
**Account Code: A5142**  
**Function: Transportation**

**FY 2015-16 Budget**

**Personal Services**

|             |  |           |                |
|-------------|--|-----------|----------------|
| A.5142.0110 | Salaries                                       |           |                |
|             | Street/Sewer Maintenance Supervisor (2 @.33) * | \$        | 41,248         |
| A.5142.0130 | Wages **                                       |           |                |
|             | Crew Chief (6 @ .33) *                         | \$        | 87,693         |
|             | Heavy Equip Oper (3 @ .33) *                   |           | 44,715         |
|             | Motor Equip Oper (12 @ .33) *                  |           | 146,509        |
|             | Sign Maintenance Worker (2 @ .33) *            |           | 26,224         |
|             | Tree Trimmer (1 @ .33) *                       |           | 12,881         |
|             | Refuse/Recycle MEO (3 @ .33) *                 |           | 38,189         |
|             | Municipal Worker I (9 @ .33) *                 |           | 85,523         |
|             | Water Maintenance Mechanic (1 @ .33) *         |           | 12,314         |
| A.5142.0150 | Overtime                                       |           | 119,000        |
| A.5142.0175 | Health Insurance Buyout                        |           | 2,800          |
|             | <b>Total Personal Services</b>                 | <b>\$</b> | <b>617,096</b> |

**Equipment**

|             |   |           |               |
|-------------|---|-----------|---------------|
| A.5142.0250 | Other Equipment   |           |               |
|             | Vohl Blower Refurbishment                               | \$        | 50,000        |
|             | Anti-Icing/Salt Brine Storage and Application Equipment |           | 23,500        |
|             | <b>Total Equipment</b>                                  | <b>\$</b> | <b>73,500</b> |

**Operating Expenses**

|             |  |    |        |
|-------------|--|----|--------|
| A.5142.0410 | Utilities                                |    |        |
|             | GPS & Tablet Aircards                    | \$ | 2,200  |
|             | Water/Fire Service                       |    | 254    |
|             | Gas/ Electric                            |    | 2,820  |
|             | Telephone                                |    | 1,545  |
|             | Verizon Cell Phone Service               |    | 300    |
| A.5142.0420 | Insurance                                |    | 7,119  |
| A.5142.0430 | Contracted Services                      |    | 7,375  |
|             | GPS Tracking                             |    | 1,352  |
|             | Annual Fire Alarm Monitoring             |    | 360    |
|             | Overhead Door Preventive Maintenance (4) |    | 200    |
|             | Heat System Annual Maint Inspection      |    | 250    |
|             | Heat System Repair                       |    | 250    |
|             | Private Haulers for Snow Removal         |    | 25,000 |
|             | Small Engine Repair                      |    | 250    |
| A.5142.0440 | Fees Non- Employee                       |    | 27,662 |
|             | Post Accident Employee Testing           |    | 900    |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Snow Removal**  
**Account Code: A5142**  
**Function: Transportation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                            |
|------------------------|---|---------------------------------|----------------------------|
| A.5142.0455            | Vehicle Expenses                                |                                 |                            |
|                        | Plow Tires & Wheels                             | 2,200                           |                            |
|                        | Service & Repair Pickup Truck Plows             | 3,500                           |                            |
|                        | Sander Chains (2)                               | 1,800                           |                            |
|                        | Sander Screen Repairs (3) (1-51S, 1-45S, 1-42S) | 4,500                           |                            |
|                        | Repair underbody Scraper (1-16)                 | 2,500                           |                            |
|                        | Rotary Blower Maintenance                       | 5,000                           |                            |
|                        | Equipment Maintenance & Repair                  | 57,500                          |                            |
|                        | Gas and Diesel Fuel                             | 42,276                          |                            |
|                        | Preventive Maintenance                          | 5,700                           |                            |
|                        | Insurance                                       | <u>26,425</u>                   | 151,401                    |
| 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 & Bolts                           | 10,000                          |                            |
|                        | Wing Braces, Slides, Trip Blocks                | 6,000                           |                            |
|                        | Snow Dump Maintenance Materials                 | 2,500                           |                            |
|                        | Miscellaneous Hand Tools/Supplies               | <u>200</u>                      | 200,700                    |
| A.5142.0465            | Other Equipment < \$10,000                      |                                 |                            |
|                        | Snowblade 72" for Bobcat                        | 1,950                           |                            |
|                        | Saddle Tank Replacements                        | 2,400                           |                            |
|                        | 10' Snowpusher for Bobcat                       | 3,000                           |                            |
|                        | Wet System Tank Replacement (4)                 | 2,500                           |                            |
|                        | 12' Snow Wing Replacement (1-16)                | 4,000                           |                            |
|                        | GPS Tracking Units (9)                          | <u>2,250</u>                    | 16,100                     |
|                        | Total Operating Expenses                        |                                 | <u>\$ 411,257</u>          |
| <br>                   |   |                                 |                            |
| <b>Fringe Benefits</b> |   |                                 |                            |
| A.5142.0810            | New York State Employees' Retirement System     |                                 | \$ 109,866                 |
| A.5142.0830            | Social Security                                 |                                 | 47,207                     |
| A.5142.0840            | Workers Compensation                            |                                 | 10,000                     |
| A.5142.0850            | Health Insurance                                |                                 | <u>123,288</u>             |
|                        | Total Fringe Benefits                           |                                 | <u>\$ 290,361</u>          |
| <br>                   |   |                                 |                            |
|                        | <b>TOTAL BUDGET</b>                             |                                 | <u><u>\$ 1,392,214</u></u> |

\* Split 67% with A.5010 (8); A.5110 (14); A.5186 (2); A.8140 (6); A.8160 (3); F8340 (1); G8120 (5)

## A5142 – Snow Removal

### Fiscal Year 2015-16 Vehicles and Equipment



#### Anti-Icing/Salt Brine Storage and Application Equipment

\$23,500

This request is for the purchase of new salt brine handling, storage and dispensing equipment for managing liquid anti-icing/salt brine products used in our snow response operations. The Department has begun to adapt its fleet of material spreaders with the capability of treating dry rock salt with liquids as it is dispensed from the trucks. The use of liquids added to dry salt in this fashion has a proven track record for reducing the quantity of salt used while at the same time increasing its effectiveness in melting snow and ice. This project will include the purchase of two each, 2,000 gallon poly storage tanks, a 1,000 gallon, extra heavy duty transfer/delivery tank with baffling which will be mounted into the box of one of existing dump trucks. The delivery system will be equipped with an electronic ground speed/variable rate application controller and a single lane, center mount spray bar. We anticipate purchasing the salt brine from the Department of Transportation Residency and/or making our own.



#### VOHL Rotary Snow Blower (1-078) Refurbishment

\$50,000

City vehicle 1-078 is a 1985 VOHL rotary snow blower that remains key to the City's snow removal operation. The rotary blower loads trucks from the business area and cuts back banks to widen narrow streets.

Completely refurbished in 2003 with new transmission, cab modifications, and replacement of the rear engine that powers the blower assembly, this unit presently needs repairs to the blower head, blower clutch assembly replacement and updating of the cab controls for the various operational functions. There is also bearing and shaft work required on the augers. The unit will be returned to the original manufacturer in Quebec for the necessary repair/refurbishment work.



**Fiscal Year:** 2015-16  
**Department:** Hydroelectric Production  
**Account Code:** A5184  
**Function:** Home and Community Services



**Description:** This account covers costs associated with daily operation and maintenance of the City's hydroelectric facility. The operation and maintenance of the hydro plant is a service provided under contract by Upstate Testing & Control which is responsible for the day-to-day operation of the plant in conformance with our FERC permit and maintenance of the generators, switchgear, relays, bypass pumps, computers, monitoring equipment (both in the plant and on the river), and all other facilities required to produce electricity for City use and resale. The goal for this department is to monitor operations to maximize power production from the plant within the limits imposed by the requirements of the FERC permit. During Fiscal Year 2013-2014, generation totaled 24,832,078 kwh which is a considerable improvement over the 18,742,114 kwh generated in the previous Fiscal Year.

#### **2014-15 Accomplishments:**

- ✓ Replaced all 12 generator to yard transformer Feed Cables.
- ✓ Installed new trash rake and disposed of original rake.
- ✓ Negotiated extension of service agreement with the contract operator.
- ✓ Continued with systematic upgrade of facility SCADA.

#### **2015-16 Goals and Objectives:**

- Replace excitation system on generator set #1.
- Continue systematic upgrade the Programmable Logic Controllers (PLC's) and computer systems.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Hydroelectric Production**  
**Account Code: A5184**  
**Function: Home and Community Services**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 8,282                           | \$ 8,480                           | \$ 8,448                           | \$ 8,448                           |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 5,697                              | 8,513                              | 8,701                              | 9,665                              |
| 140 Temporary                         | -                                  | -                                  | -                                  | -                                  |
| 150 Overtime                          | 18                                 | 60                                 | -                                  | -                                  |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 13,997</u>                   | <u>\$ 17,053</u>                   | <u>\$ 17,149</u>                   | <u>\$ 18,113</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 882                             | \$ 885                             | \$ 1,400                           | \$ 1,550                           |
| 420 Insurance                         | 7,245                              | 7,608                              | 8,515                              | 8,700                              |
| 430 Contracted Services               | 265,328                            | 291,597                            | 288,900                            | 280,100                            |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 116                                | 330                                | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 91                                 | 33                                 | -                                  | -                                  |
| 465 Equipment < \$10,000              | 2,961                              | 3,299                              | 40,500                             | 21,500                             |
| Total Operating Expenses              | <u>\$ 276,623</u>                  | <u>\$ 303,752</u>                  | <u>\$ 339,315</u>                  | <u>\$ 311,850</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 2,615                           | \$ 3,412                           | \$ 2,587                           | \$ 2,612                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 1,031                              | 1,250                              | 1,312                              | 1,385                              |
| 840 Workers' Compensation             | 46,172                             | 51,409                             | 45,000                             | 50,000                             |
| 850 Health Insurance                  | 3,065                              | 4,110                              | 4,110                              | 4,305                              |
| Total Fringe Benefits                 | <u>\$ 52,883</u>                   | <u>\$ 60,181</u>                   | <u>\$ 53,009</u>                   | <u>\$ 58,302</u>                   |
| <b>Department Total</b>               | <u>\$ 343,503</u>                  | <u>\$ 380,986</u>                  | <u>\$ 409,473</u>                  | <u>\$ 388,265</u>                  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Hydroelectric Production**  
**Account Code: A5184**  
**Function: Home and Community Services**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |    |               |
|-------------|-------------------------|----|---------------|
| A.5184.0110 | Salaries                |    |               |
|             | Water Superintendent*   | \$ | 8,448         |
| A.5184.0130 | Wages                   |    |               |
|             | SCADA Technician * *    |    | 9,665         |
|             | Total Personal Services | \$ | <u>18,113</u> |

**Operating Expenses**

|             |   |    |                |
|-------------|---|----|----------------|
| A.5184.0410 | Utilities                                 |    |                |
|             | Telephone                                 | \$ | 900            |
|             | Electric (Huntington Dam)                 |    | 650            |
|             |   |    | <u>1,550</u>   |
| A.5184.0420 | Insurance                                 |    | 8,700          |
| A.5184.0430 | Contracted Services                       |    |                |
|             | Operations & Maintenance                  |    | 250,000        |
|             | Additional Service & Parts                |    | 15,000         |
|             | AGL -Facility Pk - Cartegraph Maintenance |    | 1,600          |
|             | FERC License Fee                          |    | 13,500         |
|             |   |    | <u>280,100</u> |
| A.5184.0465 | Equipment <\$5,000                        |    |                |
|             | Computer                                  |    | 1,000          |
|             | Security Equipment                        |    | 10,500         |
|             | Spare Parts                               |    | 5,000          |
|             | Spare Cards                               |    | 5,000          |
|             |   |    | <u>21,500</u>  |
|             | Total Operating Expenses                  | \$ | <u>311,850</u> |

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| A.5184.0810 | New York State Employees' Retirement System | \$ | 2,612         |
| A.5184.0830 | Social Security                             |    | 1,385         |
| A.5184.0840 | Workers Compensation                        |    | 50,000        |
| A.5184.0850 | Health Insurance                            |    | 4,305         |
|             | Total Fringe Benefits                       | \$ | <u>58,302</u> |

**TOTAL BUDGET**

\$ 388,265

\* Split 50% with F.8310, 40% with G.8110

\*\* Split 40% with F.8310, 40% with G.8110

**Fiscal Year:** 2015-16  
**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 traffic signal hardware and new wireless vehicle detection at Sherman and Clinton and Washington and Clinton intersections.
- ✓ Installed six (6) manual transfer switches at Sewage Treatment lift stations.
- ✓ Upgraded traffic signal cabinet to TS 2 Washington and Paddock Street traffic signal.
- ✓ Installed power to rake excavator at the Power Plant.
- ✓ Removed old conduit and installed new conduit on Dosing Stations Dam.
- ✓ Installed Dog Park signage.
- ✓ Started conversion to the new handicap symbol sign requirement.

### **2015-16 Goals and Objectives:**

- Upgrade traffic signal cabinet to TS 2 Leray and West Main Streets.
- Install fiber into Thompson Park pump house, maintenance building, and water tower.
- Paint Court, City Hall, and Stream parking lots.
- Complete final phase of City of Watertown entrance sign upgrade/replacement.
- Install energy saving replacement lighting from HID to T-5 high output at DPW Garage.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Traffic Control and Lighting**  
**Account Code: A5186**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u>        | <u>FY 2013-14</u>        | <u>FY 2014-15</u>        | <u>FY 2015-16</u>        |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | <u>Actual</u>            | <u>Actual</u>            | <u>Budget</u>            | <u>Budget</u>            |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ -                     | \$ -                     | \$ -                     | \$ -                     |
| 120 Clerical                          | -                        | -                        | -                        | -                        |
| 130 Wages                             | 212,870                  | 223,145                  | 222,640                  | 230,852                  |
| 140 Temporary                         | 4,746                    | 4,632                    | 5,000                    | 5,000                    |
| 150 Overtime                          | 20,071                   | 21,186                   | 20,000                   | 20,000                   |
| 155 Holiday Pay                       | -                        | -                        | -                        | -                        |
| 160 Out of Rank                       | -                        | -                        | -                        | -                        |
| 170 Out of Code                       | 283                      | -                        | -                        | -                        |
| 175 Health Insurance Buyout           | -                        | -                        | -                        | -                        |
| 180 Roll Call Pay                     | -                        | -                        | -                        | -                        |
| 185 On Call Pay                       | -                        | -                        | -                        | -                        |
| 190 EMT Incentive                     | -                        | -                        | -                        | -                        |
| 195 Clothing Allow. / Reimbursements  | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 237,970</u>        | <u>\$ 248,963</u>        | <u>\$ 247,640</u>        | <u>\$ 255,852</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Vehicles                          | \$ -                     | \$ 34,405                | \$ 35,000                | \$ -                     |
| 250 Other                             | -                        | -                        | 42,750                   | 20,000                   |
| Total Equipment                       | <u>-</u>                 | <u>34,405</u>            | <u>77,750</u>            | <u>20,000</u>            |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 359,709               | \$ 431,152               | \$ 374,050               | \$ 421,015               |
| 420 Insurance                         | 2,527                    | 2,660                    | 2,661                    | 2,575                    |
| 430 Contracted Services               | 7,250                    | 6,531                    | 10,950                   | 11,412                   |
| 440 Fees Non Employees                | 430                      | 255                      | 300                      | 300                      |
| 450 Miscellaneous                     | 1,971                    | 965                      | 2,700                    | 3,700                    |
| 455 Vehicle Expenses                  | 29,225                   | 28,075                   | 17,634                   | 22,972                   |
| 460 Materials and Supplies            | 32,386                   | 33,992                   | 41,300                   | 42,050                   |
| 465 Equipment < \$10,000              | 5,432                    | 7,362                    | 9,500                    | 22,500                   |
| Total Operating Expenses              | <u>\$ 438,930</u>        | <u>\$ 510,992</u>        | <u>\$ 459,095</u>        | <u>\$ 526,524</u>        |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 38,969                | \$ 47,972                | \$ 49,032                | \$ 47,692                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 17,594                   | 18,347                   | 18,944                   | 19,574                   |
| 840 Workers' Compensation             | 924                      | 10,952                   | 1,000                    | 1,000                    |
| 850 Health Insurance                  | 48,767                   | 57,522                   | 54,749                   | 55,621                   |
| Total Fringe Benefits                 | <u>\$ 106,254</u>        | <u>\$ 134,794</u>        | <u>\$ 123,725</u>        | <u>\$ 123,887</u>        |
| <b>Department Total</b>               | <u><u>\$ 783,154</u></u> | <u><u>\$ 929,154</u></u> | <u><u>\$ 908,210</u></u> | <u><u>\$ 926,263</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Traffic Control and Lighting**  
**Account Code: A5186**  
**Function: Transportation**

**FY 2015-16 Budget**

**Personal Services**

|             |                                     |    |                |
|-------------|-------------------------------------|----|----------------|
| A.5186.0130 | Wages                               |    |                |
|             | Line Crew Chief                     | \$ | 67,870         |
|             | Lineworker II (2)                   |    | 109,740        |
|             | Sign Maintenance Worker (2 @ .50) * |    | <u>53,242</u>  |
|             |                                     | \$ | 230,852        |
| A.5186.0140 | Temporary                           |    | 5,000          |
| A.5186.0150 | Overtime                            |    | <u>20,000</u>  |
|             | Total Personal Services             | \$ | <u>255,852</u> |

**Equipment**

|             |   |    |               |
|-------------|---|----|---------------|
| A.5186.0250 | Other Equipment                                   |    |               |
|             | Wireless Loop Activation (Stone St. / Massey St.) | \$ | <u>20,000</u> |
|             | Total Equipment                                   | \$ | <u>20,000</u> |

**Operating Expenses**

|             |                                      |    |              |
|-------------|--------------------------------------|----|--------------|
| A.5186.0410 | Utilities                            |    |              |
|             | Verizon Cellular Phone               | \$ | 600          |
|             | Verizon GPS (2)                      |    | 360          |
|             | Sprint - Tablet Aircard              |    | 480          |
|             | Traffic Signals - Electric           |    | 14,800       |
|             | Street Lighting - Electric           |    | 397,500      |
|             | Public Square Gazebo / Woodruff Site |    | 1,600        |
|             | Electric for Christmas Decorations   |    | 750          |
|             | Natural Gas                          |    | 3,725        |
|             | FAX Line                             |    | 300          |
|             | Water/Sewer                          |    | <u>900</u>   |
|             |                                      | \$ | 421,015      |
| A.5186.0420 | Insurance                            |    | 2,575        |
| A.5186.0430 | Contracted Services                  |    |              |
|             | Janitorial Services                  |    | 6,000        |
|             | GPS Monitoring Fee                   |    | 312          |
|             | 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     |    | <u>250</u>   |
|             |                                      |    | 11,412       |
| A.5186.0440 | Fees, Non Employee                   |    |              |
|             | Employment Related Testing           |    | 300          |
| A.5186.0450 | Miscellaneous                        |    |              |
|             | Professional Certification/Testing   |    | 300          |
|             | ARC Protection Gear                  |    | 1,200        |
|             | Training / PESH                      |    | 1,000        |
|             | Personnel/Vehicular Safety Equipment |    | <u>1,200</u> |
|             |                                      |    | 3,700        |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Traffic Control and Lighting**  
**Account Code: A5186**  
**Function: Transportation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|---|---------------------------------|--------------------------|
| A.5186.0455            | Vehicle Expenses                            |                                 |                          |
|                        | Maintenance & Repairs                       | 6,400                           |                          |
|                        | Routine Preventive Maintenance              | 900                             |                          |
|                        | Gas and Diesel Fuel                         | 7,247                           |                          |
|                        | Vehicle Safety Inspection (4)               | 1,800                           |                          |
|                        | Insurance                                   | <u>6,625</u>                    | 22,972                   |
| A.5186.0460            | Materials and Supplies                      |                                 |                          |
|                        | Electrical:                                 |                                 |                          |
|                        | Electrical Supplies                         | 2,500                           |                          |
|                        | Loop Wire & Sealant                         | 2,500                           |                          |
|                        | Traffic Signal Wire                         | 1,500                           |                          |
|                        | Signal Maintenance/Repair                   | 2,500                           |                          |
|                        | Building Maintenance/Repair                 | 1,000                           |                          |
|                        | Hand Tools & Supplies                       | 2,000                           |                          |
|                        | Personal Protective Gear                    | 750                             |                          |
|                        | Electrical Hardware & 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 & Arrows                          | 5,000                           |                          |
|                        | Road Paint                                  | 500                             |                          |
|                        | Sign Foundations                            | 1,000                           |                          |
|                        | Paint Stencils                              | 500                             |                          |
|                        | Miscellaneous Supplies                      | <u>1,800</u>                    | 42,050                   |
| A.5186.0465            | Equipment < \$10,000                        |                                 |                          |
|                        | GPS Units and Installation (2)              | 500                             |                          |
|                        | Traffic Signal Cabinet (Leray / Main St. W) | 9,250                           |                          |
|                        | Portable Lighting Tower                     | 9,250                           |                          |
|                        | Traffic Signal Controller / Timer (2)       | <u>3,500</u>                    | 22,500                   |
|                        | Total Operating Expenses                    |                                 | <u>\$ 526,524</u>        |
| <b>Fringe Benefits</b> |   |                                 |                          |
| A.5186.0810            | New York State Employees' Retirement System | \$                              | 47,692                   |
| A.5186.0830            | Social Security                             |                                 | 19,574                   |
| A.5186.0840            | Workers Compensation                        |                                 | 1,000                    |
| A.5186.0850            | Health Insurance                            |                                 | <u>55,621</u>            |
|                        | Total Fringe Benefits                       | \$                              | <u>123,887</u>           |
|                        | <b>TOTAL BUDGET</b>                         |                                 | <u><u>\$ 926,263</u></u> |

\* Split 33% with A.5142

## A5186 – Traffic Control and Lighting

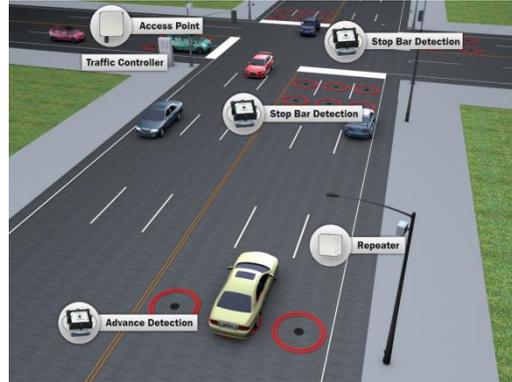
Fiscal Year 2015-16  
Vehicles and Equipment



### Traffic Signal Wireless Vehicle Detection System

\$20,000

This request is for the installation of a 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: 2015-16**  
**Department: Airport**  
**Account Code: A5610**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>-</u>                           | <u>-</u>                           | <u>-</u>                           | <u>-</u>                           |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 142,914                            | -                                  | -                                  | -                                  |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 142,914</u>                  | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 142,914</u></u>           | <u><u>\$ -</u></u>                 | <u><u>\$ -</u></u>                 | <u><u>\$ -</u></u>                 |

**Fiscal Year: 2015-16**  
**Department: CitiBus**  
**Account Code: A5630**  
**Function: Transportation**



**Description:** The City of Watertown provides a fixed route public transportation system complete with ADA complementary Paratransit Service operating Monday through Friday 7:00 a.m. until 6:15 p.m., and Saturdays from 9:40 a.m. until 5:35 p.m.

With a total ridership of approximately 152,606, both our fixed route system as well as our Paratransit Program remained steady during the 2013-2014 fiscal year. During this period, revenues of \$160,194 were generated from passenger sales. While serving as a Rural Transportation system approximately 44% of the funding for our bus operations came from State and Federal Programs, 20% came from users of the system through fares, advertising, and the remaining cost was supported through the General Fund. Once we are fully integrated as an Urban Transportation provider we expect the State and Federal Programs participation 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 also offer a \$40 unlimited ride, monthly pass. Paratransit fares are \$3.00 one-way.

#### **2014-15 Accomplishments:**

- ✓ Designated by Governor Cuomo as a Direct Recipient of Federal Financial Assistance under Sections 5307/5340, 5309, 5324 and 5339, thereby updating our status to an Urban Transit System and transferring our administration to Region 2 of the FTA.
- ✓ Participated in FTA training opportunities offered by Region 2 on "Grant Management" and "grantee performance and adherence to current requirements and policies".
- ✓ Filled vacancies arising from the retirement of both our Transit Supervisor and Head Bus Driver.
- ✓ Worked with NYSDOT in developing an updated 4-year State Transportation Improvement Plan which will be utilized in securing Federal transportation equipment and operational funding.

#### **2015-16 Goals and Objectives:**

- Develop a written policy for soliciting and considering public comments as they pertain to fare and/or service changes and then proceed with a formal fare review.
- Develop and implement a protocol to address the "Half Fare" program requirements of the Federal Transit Law's (49 U.S.C. Chapter 53) Section 5307-funded fixed route service providers as contained in 49 CFR Part 609.
- Satisfactorily complete a Triennial Review under the guidance of the FTA, Region 2.
- Secure the City's first FTA grant for the purchase of three replacement buses for fixed route service.
- Create a new position of Transit Director to oversee the administrative operations of CitiBus as we continue our transformation into an Urban Transportation System.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Citibus**  
**Account Code: A5630**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ 32,500                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | 16,358                             |
| 130 Wages                             | 247,312                            | 226,726                            | 276,762                            | 313,842                            |
| 140 Temporary                         | 63,930                             | 84,161                             | 40,000                             | 40,000                             |
| 150 Overtime                          | 9,618                              | 11,535                             | 11,000                             | 17,000                             |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 320,860</u>                  | <u>\$ 322,423</u>                  | <u>\$ 327,762</u>                  | <u>\$ 421,200</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ 97,500                          |
| 250 Other                             | -                                  | 9,275                              | 67,500                             | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ 9,275</u>                    | <u>\$ 67,500</u>                   | <u>\$ 97,500</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 7,570                           | \$ 9,121                           | \$ 6,440                           | \$ 7,410                           |
| 420 Insurance                         | 1,033                              | 1,095                              | 1,095                              | 1,125                              |
| 430 Contracted Services               | 93,439                             | 102,226                            | 164,793                            | 118,322                            |
| 440 Fees Non Employees                | 7,568                              | 1,894                              | 2,400                              | 2,600                              |
| 450 Miscellaneous                     | 6,081                              | 1,166                              | 14,950                             | 23,470                             |
| 455 Vehicle Expenses                  | 200,757                            | 237,159                            | 208,462                            | 195,900                            |
| 460 Materials and Supplies            | 5,662                              | 11,545                             | 5,800                              | 21,400                             |
| 465 Equipment < \$10,000              | 16,597                             | -                                  | 1,450                              | 30,725                             |
| Total Operating Expenses              | <u>\$ 338,707</u>                  | <u>\$ 364,206</u>                  | <u>\$ 405,390</u>                  | <u>\$ 400,952</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 57,545                          | \$ 58,990                          | \$ 64,896                          | \$ 62,133                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 23,794                             | 23,952                             | 25,074                             | 32,220                             |
| 840 Workers' Compensation             | 25,600                             | 28,013                             | 35,000                             | 30,000                             |
| 850 Health Insurance                  | 56,664                             | 51,257                             | 66,024                             | 67,795                             |
| Total Fringe Benefits                 | <u>\$ 163,603</u>                  | <u>\$ 162,212</u>                  | <u>\$ 190,994</u>                  | <u>\$ 192,148</u>                  |
| <b>Department Total</b>               | <u><u>\$ 823,170</u></u>           | <u><u>\$ 858,116</u></u>           | <u><u>\$ 991,646</u></u>           | <u><u>\$ 1,111,800</u></u>         |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Citibus**  
**Account Code: A5630**  
**Function: Transportation**

**FY 2015-16 Budget**

**Personal Services**

|             |                                  |    |                |
|-------------|----------------------------------|----|----------------|
| A.5630.0110 | Salaries                         |    |                |
|             | Transit Director *               | \$ | 32,500         |
| A.5630.0110 | Clerical                         |    |                |
|             | Account Clerk Typist (part-time) |    | 16,358         |
| A.5630.0130 | Wages                            |    |                |
|             | Transit Supervisor               | \$ | 51,538         |
|             | Head Bus Driver                  |    | 36,227         |
|             | Bus Driver (5)                   |    | 179,298        |
|             | Motor Equipment Mechanic         |    | 46,779         |
|             |                                  |    | <u>313,842</u> |
| A.5630.0140 | Temporary                        |    | 40,000         |
| A.5630.0150 | Overtime                         |    |                |
|             | Overtime                         | \$ | 11,000         |
|             | Overtime - Bus Driver Training   |    | 6,000          |
|             |                                  |    | <u>17,000</u>  |
| A.5630.0175 | Health Insurance Buyout          |    | 1,500          |
|             | Total Personal Services          | \$ | <u>421,200</u> |

**Equipment**

|             |                                |    |               |
|-------------|--------------------------------|----|---------------|
| A.5630.0230 | Motor Vehicles                 |    |               |
|             | Paratransit Bus                | \$ | 70,000        |
|             | Transit Bus Replacement Engine |    | 27,500        |
|             |                                |    | <u>97,500</u> |
|             | Total Equipment                | \$ | <u>97,500</u> |

**Operating Expenses**

|             |  |    |                |
|-------------|--|----|----------------|
| A.5630.0410 | Utilities  |    |                |
|             | Water/Sewer  | \$ | 1,150          |
|             | Electric - Transfer Site                               |    | 1,800          |
|             | Natural Gas  |    | 2,840          |
|             | GPS Lines (9)  |    | 1,620          |
|             |  |    | <u>7,410</u>   |
| A.5630.0420 | Insurance  |    | 1,125          |
| A.5630.0430 | Contracted Services                                    |    |                |
|             | Paratransit Contract                                   |    | 94,758         |
|             | Language Assistance Plan - Limited English Proficiency |    | 500            |
|             | Janitorial Services                                    |    | 15,300         |
|             | GPS Tracking (9)                                       |    | 1,404          |
|             | Yellow Page Listing                                    |    | 1,800          |
|             | Alarm System Monitoring                                |    | 360            |
|             | Overhead Door Maintenance/Repair                       |    | 1,000          |
|             | Overhead Door Preventive Maintenance                   |    | 200            |
|             | Semi Annual Sprinkler Inspections                      |    | 250            |
|             | Heating System Maintenance                             |    | 1,000          |
|             | Miscellaneous Services / Repairs                       |    | 1,750          |
|             |  |    | <u>118,322</u> |
| A.5630.0440 | Fees, Non Employee                                     |    |                |
|             | Employee Vaccinations                                  |    | 1,200          |
|             | Employment Related Testing                             |    | 1,400          |
|             |  |    | <u>2,600</u>   |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Citibus**  
**Account Code: A5630**  
**Function: Transportation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                            |
|------------------------|---|---------------------------------|----------------------------|
| A.5630.0450            | Miscellaneous                               |                                 |                            |
|                        | Uniforms                                    | 1,500                           |                            |
|                        | Safety Shoes                                | 420                             |                            |
|                        | Reference Books                             | 500                             |                            |
|                        | Miscellaneous Postage                       | 100                             |                            |
|                        | Seminars                                    | 8,500                           |                            |
|                        | NY Public Transit Dues                      | 450                             |                            |
|                        | Training for MPO/Urban Public Transp.       | 7,500                           |                            |
|                        | Driver Safety Training                      | <u>4,500</u>                    | 23,470                     |
| A.5630.0455            | Vehicle Expenses                            |                                 |                            |
|                        | Insurance                                   | 20,600                          |                            |
|                        | Tires CitiBuses (18)                        | 9,800                           |                            |
|                        | Fuel for Truck                              | 800                             |                            |
|                        | Fuel for Buses                              | 76,600                          |                            |
|                        | Fuel for Paratransits                       | 15,400                          |                            |
|                        | Tires Paratransit Buses (12)                | 2,000                           |                            |
|                        | Replace Wheelchair Lift Door (PT600)        | 1,500                           |                            |
|                        | Repairs and Maintenance                     | 66,000                          |                            |
|                        | Repairs and Maintenance Paratransit         | <u>3,200</u>                    | 195,900                    |
| A.5630.0460            | Materials and Supplies                      |                                 |                            |
|                        | Bus Stop Signage                            | 15,000                          |                            |
|                        | Electrical Installation Pressure Washer     | 600                             |                            |
|                        | Weather Gear                                | 200                             |                            |
|                        | Office Supplies                             | 500                             |                            |
|                        | Cleaning & Maintenance Supplies             | 1,800                           |                            |
|                        | Printing (tickets, transfers)               | <u>3,300</u>                    | 21,400                     |
| A.5630.0465            | Equipment < \$10,000                        |                                 |                            |
|                        | Work Station & Computer                     | 2,500                           |                            |
|                        | Copier / Scanner Replacement                | 3,500                           |                            |
|                        | Color Printer                               | 1,375                           |                            |
|                        | GPS Units (9)                               | 2,250                           |                            |
|                        | Bus Shelter Bulletin Boards                 | 2,100                           |                            |
|                        | Printing System for Photo ID Badges         | 3,500                           |                            |
|                        | FTA Mandated Security Improvements          | 12,000                          |                            |
|                        | Hot Water Pressure Heater                   | <u>3,500</u>                    | 30,725                     |
|                        | Total Operating Expenses                    |                                 | <u>\$ 400,952</u>          |
| <br>                   |   |                                 |                            |
| <b>Fringe Benefits</b> |   |                                 |                            |
| A.5630.0810            | New York State Employees' Retirement System |                                 | \$ 62,133                  |
| A.5630.0830            | Social Security                             |                                 | 32,220                     |
| A.5630.0840            | Workers Compensation                        |                                 | 30,000                     |
| A.5630.0850            | Health Insurance                            |                                 | <u>67,795</u>              |
|                        | Total Fringe Benefits                       |                                 | <u>\$ 192,148</u>          |
| <br>                   |   |                                 |                            |
| <b>TOTAL BUDGET</b>    |   |                                 | <u><u>\$ 1,111,800</u></u> |

\* Positions to start January 1, 2016

## A5630 – CitiBus

Fiscal Year 2015-16  
Vehicles and Equipment



### Transit Bus Replacement Engine

\$27,500

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 third 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.



### ParaTransit Bus Replacement

\$70,000

Vehicle PT-500 is a 2008, Ford E450, 14 passenger/3-wheelchair station, Type II bus used for the City’s para-transit service. This vehicle has approximately 61,000 miles and is one of three similar units used for the para-transit service. The Federal Transit Administration presently supports the replacement of this type of bus on a five year replacement schedule



through their Section 5339 grant program. This purchase is funded through 80% federal share, 10% NYS share and 10% City share. The replacement will be purchased in accordance to the FTA procurement policy. The present unit will be traded or sold at auction.

**Fiscal Year:** 2015-16  
**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.

**2014-15 Accomplishments:**

- ✓ Worked in cooperation with the Parks & Recreation Department and expanded usage of J.B. Wise Pavilion with a Saturday Farmer's Market that went from mid spring through late fall.

**2015-16 Goals and Objectives:**

- Replace guiderail along the northern boundary of the Court Street Parking Lot.
- Replace sidewalk frontage at westerly enter / exit of the Court Street Parking Lot.
- Initiate dialog with the current property owners in preparation of the 2016 State Street Parking Lot Lease Agreement.
- Conduct ADA inspections of all lots to ensure compliance with the new PROWAG federal/state guidelines.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Parking Facilities**  
**Account Code: A5650**  
**Function: Transportation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | -                                  | -                                  | -                                  | -                                  |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 14,089                          | \$ 14,460                          | \$ 14,000                          | \$ 16,000                          |
| 420 Insurance                         | 1,512                              | 1,637                              | 1,637                              | 1,850                              |
| 430 Contracted Services               | 25,005                             | 25,344                             | 25,335                             | 25,450                             |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 15,453                             | 1,174                              | 26,200                             | 36,200                             |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 56,059</u>                   | <u>\$ 42,615</u>                   | <u>\$ 67,172</u>                   | <u>\$ 79,500</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 56,059</u></u>            | <u><u>\$ 42,615</u></u>            | <u><u>\$ 67,172</u></u>            | <u><u>\$ 79,500</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Parking Facilities**  
**Account Code: A5650**  
**Function: Transportation**

|                           |  | <u><b>FY 2015-16 Budget</b></u> |                             |
|---------------------------|--|---------------------------------|-----------------------------|
| <b>Operating Expenses</b> |  |                                 |                             |
| A.5650.0410               | Utilities                                      |                                 |                             |
|                           | Electric                                       | \$                              | 16,000                      |
| A.5650.0420               | Insurance                                      |                                 | 1,850                       |
| A.5650.0430               | Contracted Services                            |                                 |                             |
|                           | Stone Street Lease Payments                    | 21,200                          |                             |
|                           | State Street Parking Lot Lease                 | 2,900                           |                             |
|                           | State Street Lot Tax Reimbursement             | <u>1,350</u>                    | 25,450                      |
| A.5650.0460               | Materials and Supplies                         |                                 |                             |
|                           | Mulch Material                                 | 2,500                           |                             |
|                           | Top Soil                                       | 1,200                           |                             |
|                           | Asphalt Patching                               | 2,000                           |                             |
|                           | Court Street Mini-Mall Annex Walk Replacement  | 10,000                          |                             |
|                           | Court Street Guiderail Replacement             | 15,000                          |                             |
|                           | Painting & Striping Road Markings              | 2,500                           |                             |
|                           | Routine Maintenance of Lights/Signs/Facilities | <u>3,000</u>                    | <u>36,200</u>               |
|                           | Total Operating Expenses                       |                                 | <u><u>79,500</u></u>        |
|                           | <b>TOTAL BUDGET</b>                            | <b>\$</b>                       | <b><u><u>79,500</u></u></b> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Miscellaneous**  
**Account Code: A6310, A6410, A6530, A7510, A8010**  
**Function: Home and Community Services**

| <u>Budget Summary</u>               | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| A6310 CAPC                          | \$ 52,000                          | \$ 52,000                          | \$ 47,500                          | \$ 47,500                          |
| A6410 Publicity                     | 4,500                              | 450                                | 5,000                              | 5,000                              |
| A6530 Private Social Service Agency | 2,200                              | -                                  | -                                  | -                                  |
| A7510 Historian                     | -                                  | -                                  | 250                                | 250                                |
| A8010 Zoning                        | <u>2,346</u>                       | <u>2,733</u>                       | <u>3,000</u>                       | <u>3,000</u>                       |
| <b>Total Budget</b>                 | <b><u>\$ 61,046</u></b>            | <b><u>\$ 55,183</u></b>            | <b><u>\$ 55,750</u></b>            | <b><u>\$ 55,750</u></b>            |

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

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

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

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

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

**Fiscal Year:** 2015-16  
**Department:** Recreation Administration  
**Account Code:** A7020  
**Function:** Culture and Recreation



**Description:** Recreation Administration provides for the personnel management, planning, support services and financial management for the Parks and Recreation Department. This account contains four full-time employees: the Superintendent, Assistant Superintendent, Senior Account Clerk Typist and a Clerk. 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.

#### **2014-15 Accomplishments:**

- ✓ Continued with the “pay before you play” policy. This has guaranteed that payments are collected before use.
- ✓ Worked with The Greater Watertown Chamber of Commerce and volunteers to successfully offer Snowtown USA to the community.
- ✓ Provided new programs along with returning Free Outdoor Movie, Snow Play, Skate with Santa, Halloween Costume Skate Party, Valentine’s Day Family Skate, Outdoor Ice Rink at JB Wise, etc.
- ✓ Worked directly with Jefferson Community College to host JCC activities at the Arena.
- ✓ Worked successfully with Engineering and Stantec to develop a design for the renovated Arena.
- ✓ Successfully transitioned youth baseball program to a more standardized concept.

#### **2015-16 Goals and Objectives:**

- Continue to work on Arena renovations.
- Ensure a smooth transition during the time offices are relocated due to construction.
- Work to expand recreational services provided in the community and develop new marketing initiatives to support new and existing programs as well as facility availability.
- Ensure that office staff is proficient in RecTrac and WebTrac.
- Continue to build morale within the department.
- Continue to train Assistant Superintendent on Parks and Recreation practices, policies and procedures.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Recreation Administration**  
**Account Code: A7020**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 124,312                         | \$ 129,468                         | \$ 127,694                         | \$ 127,432                         |
| 120 Clerical                          | 36,633                             | 84,528                             | 35,657                             | 37,626                             |
| 130 Wages                             | -                                  | -                                  | -                                  | -                                  |
| 140 Temporary                         | 82                                 | 2,453                              | 3,000                              | 3,000                              |
| 150 Overtime                          | 5,120                              | -                                  | 1,000                              | 1,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | -                                  | 2,800                              | 2,800                              | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 166,147</u>                  | <u>\$ 219,250</u>                  | <u>\$ 170,151</u>                  | <u>\$ 169,058</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ 16,706                          | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 29,586                             | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ 46,292</u>                   | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 2,107                           | \$ 1,953                           | \$ 1,600                           | \$ 2,035                           |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 5,497                              | 8,679                              | 7,858                              | 6,580                              |
| 440 Fees Non Employees                | 65                                 | 195                                | 700                                | 1,150                              |
| 450 Miscellaneous                     | 1,543                              | 2,046                              | 1,175                              | 1,875                              |
| 455 Vehicle Expenses                  | 728                                | 554                                | 1,250                              | 1,000                              |
| 460 Materials and Supplies            | 727                                | 98                                 | 525                                | 525                                |
| 465 Equipment < \$10,000              | 5,670                              | 2,132                              | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ 16,337</u>                   | <u>\$ 15,656</u>                   | <u>\$ 13,108</u>                   | <u>\$ 13,165</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 29,604                          | \$ 40,843                          | \$ 21,814                          | \$ 21,088                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 12,272                             | 16,316                             | 13,018                             | 12,934                             |
| 840 Workers' Compensation             | 778                                | 319                                | -                                  | -                                  |
| 850 Health Insurance                  | 16,181                             | 12,699                             | 12,699                             | 27,746                             |
| Total Fringe Benefits                 | <u>\$ 58,835</u>                   | <u>\$ 70,177</u>                   | <u>\$ 47,531</u>                   | <u>\$ 61,768</u>                   |
| <b>Department Total</b>               | <u><u>\$ 287,611</u></u>           | <u><u>\$ 305,083</u></u>           | <u><u>\$ 230,790</u></u>           | <u><u>\$ 243,991</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Recreation Administration**  
**Account Code: A7020**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |                |
|-------------|--|----|----------------|
| A.7020.0110 | Salaries   |    |                |
|             | Superintendent of Parks and Recreation           | \$ | 72,104         |
|             | Assistant Superintendent of Parks and Recreation |    | <u>55,328</u>  |
|             |  | \$ | 127,432        |
| A.7020.0120 | Clerical   |    |                |
|             | Senior Account Clerk Typist                      |    | 37,626         |
| A.7020.0140 | Temporary  |    | 3,000          |
| A.7020.0150 | Overtime   |    | <u>1,000</u>   |
|             | Total Personal Services                          | \$ | <u>169,058</u> |

**Operating Expenses**

|             |                                   |    |               |
|-------------|-----------------------------------|----|---------------|
| A.7020.0410 | Utilities                         |    |               |
|             | Telephone                         | \$ | 1,600         |
|             | Cellular Phone Service            |    | <u>435</u>    |
|             |                                   | \$ | 2,035         |
| A.7020.0430 | Contracted Services               |    |               |
|             | Copier/Printer Maintenance        |    | 1,500         |
|             | HVAC Maintenance                  |    | 400           |
|             | RecTrac Maintenance               |    | 4,500         |
|             | Monitoring of Alarm System        |    | <u>180</u>    |
|             |                                   |    | 6,580         |
| A.7020.0440 | Fees, Non-Employee                |    |               |
|             | CPR/1st Aid Instructions          |    | 450           |
|             | Red Cross Fee                     |    | <u>700</u>    |
|             |                                   |    | 1,150         |
| A.7020.0450 | Miscellaneous                     |    |               |
|             | NYS Rec. & Park Membership        |    | 400           |
|             | National Inst. Parks & Recreation |    | 375           |
|             | Conferences and Seminars          |    | 1,000         |
|             | Mileage Reimbursements            |    | <u>100</u>    |
|             |                                   |    | 1,875         |
| A.7020.0455 | Vehicle Expenses                  |    |               |
|             | Fuel                              |    | 250           |
|             | Insurance                         |    | <u>750</u>    |
|             |                                   |    | 1,000         |
| A.7020.0460 | Materials and Supplies            |    |               |
|             | Paper & Poster Board              |    | 300           |
|             | Janitorial/Cleaning Supplies      |    | 50            |
|             | Maintenance Supplies              |    | 75            |
|             | Miscellaneous Office Supplies     |    | <u>100</u>    |
|             |                                   |    | 525           |
|             | Total Operating Expenses          | \$ | <u>13,165</u> |

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| A.7020.0810 | New York State Employees' Retirement System | \$ | 21,088        |
| A.7020.0830 | Social Security                             |    | 12,934        |
| A.7020.0850 | Health Insurance                            |    | <u>27,746</u> |
|             | Total Fringe Benefits                       | \$ | <u>61,768</u> |

**TOTAL BUDGET** \$ 243,991

**Fiscal Year:** 2015-16  
**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 20<sup>th</sup> 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 207 reservations made for 18,730 people, 14 charity walks, 5 boy and girl scout events, a car show and an agricultural extravaganza, concerts and fireworks display, 147 buses that carried 8,085 school children for various field trips, 18 weddings, 6 military functions, several other events that totaled 32,315 in park attendance. This figure includes an estimated attendance of 4000 for the 4<sup>th</sup> of July concert and 1500 for Kite Day. This figure does not include daily activity.

**2014-15 Accomplishments:**

- ✓ Worked with DPW and Rotary to complete the fitness trail with new equipment.
- ✓ Maintained and repaired ski netting at the bottom of Thompson Park Sledding Hill.
- ✓ Hosted annual Fourth of July with assistance from the North Country Arts Council.
- ✓ Revived Kite Day with the assistance of Community Broadcasters.
- ✓ Continued to offer a successful program at the Thompson Park Playground.

**2015-16 Goals and Objectives:**

- Develop a plan for the renovation of the Thompson Park Playground.
- Develop a plan for demolition of Thompson Park Pool and implementing a spray pool at Thompson Park.
- Repair sections of the deteriorating stone wall throughout Thompson Park.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Thompson Park**  
**Account Code: A7110**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 82,417                             | 93,769                             | 86,557                             | 98,334                             |
| 140 Temporary                         | 22,645                             | 25,615                             | 30,740                             | 35,000                             |
| 150 Overtime                          | 11,328                             | 17,617                             | 8,000                              | 8,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | 443                                | -                                  | -                                  |
| 175 Health Insurance Buyout           | -                                  | -                                  | -                                  | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 116,390</u>                  | <u>\$ 137,444</u>                  | <u>\$ 125,297</u>                  | <u>\$ 141,334</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ 37,500                          |
| 250 Other                             | 49,087                             | -                                  | 35,000                             | -                                  |
| Total Equipment                       | <u>\$ 49,087</u>                   | <u>\$ -</u>                        | <u>\$ 35,000</u>                   | <u>\$ 37,500</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 42,740                          | \$ 45,506                          | \$ 41,700                          | \$ 131,270                         |
| 420 Insurance                         | 5,200                              | 5,355                              | 5,275                              | 5,750                              |
| 430 Contracted Services               | 39,949                             | 15,588                             | 55,205                             | 71,105                             |
| 440 Fees Non Employees                | 760                                | 690                                | 700                                | 375                                |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | 22,407                             | 22,909                             | 37,288                             | 34,450                             |
| 460 Materials and Supplies            | 16,951                             | 14,238                             | 15,690                             | 15,690                             |
| 465 Equipment < \$10,000              | 3,992                              | 1,939                              | -                                  | 1,000                              |
| Total Operating Expenses              | <u>\$ 131,999</u>                  | <u>\$ 106,226</u>                  | <u>\$ 155,858</u>                  | <u>\$ 259,640</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 22,052                          | \$ 36,099                          | \$ 22,408                          | \$ 23,700                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 8,673                              | 10,210                             | 9,586                              | 10,813                             |
| 840 Workers' Compensation             | -                                  | -                                  | 100                                | 100                                |
| 850 Health Insurance                  | 15,096                             | 17,486                             | 23,035                             | 26,058                             |
| Total Fringe Benefits                 | <u>\$ 45,821</u>                   | <u>\$ 63,795</u>                   | <u>\$ 55,129</u>                   | <u>\$ 60,671</u>                   |
| <b>Department Total</b>               | <u><u>\$ 343,297</u></u>           | <u><u>\$ 307,464</u></u>           | <u><u>\$ 371,284</u></u>           | <u><u>\$ 499,145</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Thompson Park**  
**Account Code: A7110**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |   |    |                |
|-------------|---|----|----------------|
| A.7110.0130 | Wages                                       |    |                |
|             | Crew Chief                                  | \$ | 42,242         |
|             | Parks & Rec. Maintenance Worker (1 @ .80) * |    | 27,021         |
|             | Municipal Worker (1)                        |    | 29,071         |
|             |   |    | <u>98,334</u>  |
| A.7110.0140 | Temporary                                   |    | 35,000         |
| A.7110.0150 | Overtime                                    |    | 8,000          |
|             | Total Personal Services                     | \$ | <u>141,334</u> |

**Equipment**

|             |                                      |    |               |
|-------------|--------------------------------------|----|---------------|
| A.7110.0230 | Motor Vehicles                       |    |               |
|             | Pick-up Truck with Plow and Liftgate | \$ | 37,500        |
|             | Total Equipment                      | \$ | <u>37,500</u> |

**Operating Expenses**

|             |                                       |    |                |
|-------------|---------------------------------------|----|----------------|
| A.7110.0410 | Utilities                             |    |                |
|             | Water /Sewer                          | \$ | 99,850         |
|             | Electric                              |    | 5,000          |
|             | Thompson Park Conservancy Electric    |    | 13,000         |
|             | Natural Gas                           |    | 12,720         |
|             | DSL Internet Connection               |    | 700            |
|             |                                       |    | <u>131,270</u> |
| A.7110.0420 | Insurance                             |    | 5,750          |
| A.7110.0430 | Contracted Services                   |    |                |
|             | Alarm Systems Monitoring              |    | 180            |
|             | Stone Work Repairs                    |    | 25,000         |
|             | Maintenance Service and Repairs       |    | 20,000         |
|             | Small Engine Maintenance              |    | 600            |
|             | Fence Repairs                         |    | 500            |
|             | Welding Lease and Supplies            |    | 300            |
|             | Solid Waste Disposal                  |    | 1,500          |
|             | Generator Maintenance/Repair          |    | 625            |
|             | Special Events - Porta Johns, 1st Aid |    | 1,800          |
|             | Ambulance                             |    | 600            |
|             | Thompson Park Conservancy Funding     |    | 20,000         |
|             |                                       |    | <u>71,105</u>  |
| A.7110.0440 | Fees, Non Employee                    |    |                |
|             | Employment Related Testing            |    | 375            |
| A.7110.0455 | Vehicle Expenses                      |    |                |
|             | Outside Vehicle Maintenance           |    | 5,800          |
|             | Vehicle Maintenance                   |    | 6,800          |
|             | Preventive Vehicle Maintenance        |    | 1,000          |
|             | Fuel                                  |    | 14,000         |
|             | Insurance                             |    | 6,850          |
|             |                                       |    | <u>34,450</u>  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Thompson Park**  
**Account Code: A7110**  
**Function: Culture and Recreation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                       |
|------------------------|---|---------------------------------|-----------------------|
| A.7110.0460            | Materials and Supplies                      |                                 |                       |
|                        | Miscellaneous Equipment Supplies            | 1,750                           |                       |
|                        | Hardware Materials & Supplies               | 500                             |                       |
|                        | Safety Equipment                            | 50                              |                       |
|                        | Uniforms and protective clothing            | 500                             |                       |
|                        | Safety Shoes                                | 390                             |                       |
|                        | Lumber, Paint & Stain                       | 500                             |                       |
|                        | Cleaning Supplies                           | 1,500                           |                       |
|                        | Rakes, Shovels, Lawn Care                   | 150                             |                       |
|                        | Grass Seed/ Top Soil                        | 1,000                           |                       |
|                        | Roadway & Walkway Materials                 | 2,500                           |                       |
|                        | Signage Materials                           | 1,000                           |                       |
|                        | Plumbing/Electric Supplies                  | 1,200                           |                       |
|                        | Dogi-Pot Pet Station Supplies               | 1,000                           |                       |
|                        | Playground Cushion Material                 | 750                             |                       |
|                        | Playground Sealant Material                 | 1,400                           |                       |
|                        | Playground Repairs & Maintenance            | 1,000                           |                       |
|                        | Fence Repairs                               | 500                             | 15,690                |
| A.7110.0465            | Other Equipment < \$10,000                  |                                 |                       |
|                        | Computer                                    | 1,000                           | 1,000                 |
|                        | Total Operating Expenses                    |                                 | <u>\$ 259,640</u>     |
| <br>                   |   |                                 |                       |
| <b>Fringe Benefits</b> |   |                                 |                       |
| A.7110.0810            | New York State Employees' Retirement System | \$                              | 23,700                |
| A.7110.0830            | Social Security                             |                                 | 10,813                |
| A.7110.0840            | Workers Compensation                        |                                 | 100                   |
| A.7110.0850            | Health Insurance                            |                                 | 26,058                |
|                        | Total Fringe Benefits                       | \$                              | <u>60,671</u>         |
| <br>                   |   |                                 |                       |
|                        | <b>TOTAL BUDGET</b>                         | <b>\$</b>                       | <b><u>499,145</u></b> |

\* Split 20% with A.7265



Fiscal Year 2015-16  
Vehicles and Equipment

Pick-up Truck with Plow and Liftgate

\$37,500

Vehicle 4-001 is a 2001 Ford F350 one ton four wheel drive regular cab pickup truck that is equipped with a snow plow. It is assigned to Thompson Park. The truck has approximately 87,054 miles. The truck is used throughout the year for maintenance in the Park. In the winter months it is equipped with a removable sander unit to keep the walk ways free of ice. The truck is extremely rusty and has corrosion to the box, cab, and cab understructure. It will be replaced with a like four wheel drive truck and be equipped with a “stainless steel “V” snow plow and a lift gate. The truck will be purchased from NYSOGS contract. The present unit will be disposed of through the City’s surplus vehicle auction.



**Fiscal Year:** 2015-16  
**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 playground 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 3567 total daily visits this season, with 159 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.

#### **2014-15 Accomplishments:**

- ✓ Offered a new playground site at Thompson Park.
- ✓ Increased attendance with the addition of the Thompson Park Playground.
- ✓ More special events were offered including a movie day and a walking trip.

#### **2015-16 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: 2015-16**  
**Department: Playgrounds**  
**Account Code: A7140**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | -                                  | -                                  | 10,212                             | 11,209                             |
| 140 Temporary                         | 25,954                             | 30,016                             | 21,000                             | 22,000                             |
| 150 Overtime                          | -                                  | 344                                | -                                  | -                                  |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 25,954</u>                   | <u>\$ 30,360</u>                   | <u>\$ 31,212</u>                   | <u>\$ 33,209</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | 13,200                             | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ 13,200</u>                   | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 64                              | \$ 28                              | \$ 100                             | \$ 100                             |
| 420 Insurance                         | 36                                 | 36                                 | 36                                 | 65                                 |
| 430 Contracted Services               | 3,300                              | 729                                | 740                                | 740                                |
| 440 Fees Non Employees                | 1,520                              | 1,075                              | 1,200                              | 500                                |
| 450 Miscellaneous                     | 663                                | 668                                | 800                                | 800                                |
| 455 Vehicle Expenses                  | 4,489                              | 7,229                              | 5,911                              | 4,550                              |
| 460 Materials and Supplies            | 3,317                              | 4,308                              | 10,600                             | 12,800                             |
| 465 Equipment < \$10,000              | -                                  | -                                  | 600                                | 1,000                              |
| Total Operating Expenses              | <u>\$ 13,389</u>                   | <u>\$ 14,073</u>                   | <u>\$ 19,987</u>                   | <u>\$ 20,555</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 4,121                           | \$ 6,025                           | \$ 5,949                           | \$ 4,214                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 1,986                              | 2,323                              | 2,388                              | 2,540                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | 6,135                              | 3,535                              |
| Total Fringe Benefits                 | <u>\$ 6,107</u>                    | <u>\$ 8,348</u>                    | <u>\$ 14,472</u>                   | <u>\$ 10,289</u>                   |
| <b>Department Total</b>               | <u><u>\$ 45,450</u></u>            | <u><u>\$ 65,981</u></u>            | <u><u>\$ 65,671</u></u>            | <u><u>\$ 64,053</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Playgrounds**  
**Account Code: A7140**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |   |    |               |
|-------------|---|----|---------------|
| A.7140.0130 | Wages   |    |               |
|             | Crew Chief (1 @ .10) *                              | \$ | 4,406         |
|             | Parks & Recreation Maintenance Workers (1 @ .20) ** |    | 11,209        |
|             |   |    | <u>6,803</u>  |
| A.7140.0140 | Temporary   |    | <u>22,000</u> |
|             | Total Personal Services                             | \$ | <u>33,209</u> |

**Operating Expenses**

|             |                                    |    |               |
|-------------|------------------------------------|----|---------------|
| A.7140.0410 | Utilities                          |    |               |
|             | Electric                           | \$ | 100           |
| A.7140.0420 | Insurance                          |    | 65            |
| A.7140.0430 | Contracted Services                |    |               |
|             | Equipment Repairs                  | \$ | 150           |
|             | Solid Waste Disposal               |    | 90            |
|             | Fence Repair                       |    | 500           |
|             |                                    |    | <u>740</u>    |
| A.7140.0440 | Fees, Non Employee                 |    |               |
|             | Physicals                          |    | 500           |
| A.7140.0450 | Miscellaneous                      |    |               |
|             | Mileage Reimbursements             |    | 800           |
| A.7140.0455 | Vehicle Expenses                   |    |               |
|             | Fuel                               |    | 1,750         |
|             | Repairs & Preventive Maintenance   |    | 1,375         |
|             | Small Equipment                    |    | 500           |
|             | Insurance                          |    | 925           |
|             |                                    |    | <u>4,550</u>  |
| A.7140.0460 | Materials and Supplies             |    |               |
|             | Prizes, Special Events             |    | 900           |
|             | Arts & Crafts Supplies             |    | 750           |
|             | Athletic Equipment                 |    | 650           |
|             | 1st Aid Supplies                   |    | 150           |
|             | Uniforms & Equipment               |    | 250           |
|             | Playground Supplies                |    | 1,200         |
|             | Miscellaneous Maintenance Supplies |    | 400           |
|             | Grass Seed/Topsoil                 |    | 500           |
|             | Lumber for Picnic Tables           |    | 500           |
|             | Equipment Repairs                  |    | 1,500         |
|             | Rubber Chips                       |    | 1,500         |
|             | Wood Chips                         |    | 4,500         |
|             |                                    |    | <u>12,800</u> |
| A.7140.0465 | Other Equipment < \$10,000         |    |               |
|             | Weedeaters (4)                     |    | 1,000         |
|             | Total Operating Expenses           | \$ | <u>20,555</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Playgrounds**  
**Account Code: A7140**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Fringe Benefits**

|             |   |           |                      |
|-------------|---|-----------|----------------------|
| A.7140.0810 | New York State Employees' Retirement System | \$        | 4,214                |
| A.7140.0830 | Social Security                             |           | 2,540                |
| A.7140.0850 | Health Insurance                            |           | 3,535                |
|             | Total Fringe Benefits                       | \$        | <u>10,289</u>        |
|             | <b>TOTAL BUDGET</b>                         | <b>\$</b> | <b><u>64,053</u></b> |

\* Split 10% with A.7141, 10% with A.7143, 10% with A.7180, 60% with A.7265

\* \* (1) Split 20% with A.7141, 10% with A.7143, 60% with A.7265; (1) split 10% with A.7141, 10% with A.7180, 70% with A.7265

**Fiscal Year: 2015-16**  
**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 complements the Riverfront Development trail, the Fair building, the Municipal Arena, Steve D. Alteri Swimming Pool, and the Fairgrounds YMCA indoor athletic facility.

The Fairgrounds hosts Watertown's largest events 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.

**2014-15 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.
- ✓ Negotiated a lease with an independent professional baseball team to play at the Fairgrounds for the 2015 season.

**2015-16 Goals and Objectives:**

- Continue to promote field rentals at the Fairgrounds.
- Continue to improve landscaping in newly developed areas.
- Work closely with The Watertown Bucks to help ensure a successful season.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fairgrounds**  
**Account Code: A7141**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 45,091                             | 8,658                              | 21,850                             | 23,976                             |
| 140 Temporary                         | 21,624                             | 56,230                             | 32,000                             | 36,500                             |
| 150 Overtime                          | 20,407                             | 9,679                              | 5,000                              | 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 87,122</u>                   | <u>\$ 74,567</u>                   | <u>\$ 58,850</u>                   | <u>\$ 66,476</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 43,074                             | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ 43,074</u>                   | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 17,752                          | \$ 12,189                          | \$ 17,100                          | \$ 21,550                          |
| 420 Insurance                         | 2,859                              | 2,537                              | 2,990                              | 3,250                              |
| 430 Contracted Services               | 14,507                             | 11,216                             | 11,515                             | 12,465                             |
| 440 Fees Non Employees                | 1,130                              | 475                                | 1,000                              | 625                                |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | 10,269                             | 17,281                             | 19,246                             | 18,525                             |
| 460 Materials and Supplies            | 31,851                             | 33,082                             | 41,650                             | 52,120                             |
| 465 Equipment < \$10,000              | 6,042                              | 1,795                              | 6,150                              | 6,250                              |
| Total Operating Expenses              | <u>\$ 84,410</u>                   | <u>\$ 78,574</u>                   | <u>\$ 99,651</u>                   | <u>\$ 114,785</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 16,597                          | \$ 18,975                          | \$ 11,313                          | \$ 9,173                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 6,482                              | 5,957                              | 4,502                              | 5,086                              |
| 840 Workers' Compensation             | 113                                | 559                                | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | 8,290                              | 6,115                              |
| Total Fringe Benefits                 | <u>\$ 23,192</u>                   | <u>\$ 25,491</u>                   | <u>\$ 24,105</u>                   | <u>\$ 20,374</u>                   |
| <b>Department Total</b>               | <u><u>\$ 237,798</u></u>           | <u><u>\$ 178,633</u></u>           | <u><u>\$ 182,606</u></u>           | <u><u>\$ 201,635</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fairgrounds**  
**Account Code: A7141**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |               |
|-------------|--|----|---------------|
| A.7141.0130 | Wages  |    |               |
|             | Crew Chief (1 @ .10) *                                     | \$ | 4,406         |
|             | Parks & Recreation Maintenance Worker (2@ .60, 2@ .10) * * |    | 19,570        |
| A.7141.0140 | Temporary  |    | 36,500        |
| A.7141.0150 | Overtime   |    | 6,000         |
|             | Total Personal Services                                    | \$ | <u>66,476</u> |

**Operating Expenses**

|             |                                  |    |               |
|-------------|----------------------------------|----|---------------|
| A.7141.0410 | Utilities                        |    |               |
|             | Water / Sewer                    | \$ | 13,000        |
|             | Electric                         |    | 4,950         |
|             | Telephone/Security               |    | 650           |
|             | Electric - National Grid         |    | 2,400         |
|             | Natural Gas                      |    | 550           |
|             |                                  | \$ | <u>21,550</u> |
| A.7141.0420 | Insurance                        |    | 3,250         |
| A.7141.0430 | Contracted Services              |    |               |
|             | Small Equipment Repair           |    | 500           |
|             | Pest Control                     |    | 200           |
|             | Bleacher Repairs                 |    | 2,500         |
|             | Audio Repairs                    |    | 1,500         |
|             | Solid Waste Disposal             |    | 175           |
|             | Facility Building Repairs        |    | 1,500         |
|             | Alarm Monitor Fees               |    | 240           |
|             | Annual Fire Inspection & repairs |    | 600           |
|             | Key Work                         |    | 250           |
|             | Fence Upgrades and Repairs       |    | 5,000         |
|             |                                  |    | <u>12,465</u> |
| A.7141.0440 | Fees, Non-Employees              |    |               |
|             | Employment Related Testings      |    | 625           |
| A.7141.0455 | Vehicle Expenses                 |    |               |
|             | Fuel                             |    | 5,600         |
|             | Vehicle Maintenance              |    | 5,000         |
|             | Outside Repairs/Field Equipment  |    | 5,000         |
|             | Tines / Aerifier                 |    | 750           |
|             | Insurance                        |    | 2,175         |
|             |                                  |    | <u>18,525</u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Fairgrounds**  
**Account Code: A7141**  
**Function: Culture and Recreation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|---|---------------------------------|--------------------------|
| A.7141.0460            | Materials and Supplies                      |                                 |                          |
|                        | Bases, Slab                                 | 1,400                           |                          |
|                        | Field Covers                                | 1,100                           |                          |
|                        | Soil/Top Dressing for Main Field            | 1,500                           |                          |
|                        | Sport Clay                                  | 8,000                           |                          |
|                        | Stone Dust For Warning Track                | 1,000                           |                          |
|                        | Sod Main Field Repairs                      | 500                             |                          |
|                        | Sand/Topsoil Secondary Fields               | 3,000                           |                          |
|                        | Marking Chalk and Paint                     | 3,000                           |                          |
|                        | Gravel for Grandstand Parking               | 500                             |                          |
|                        | Lawn Materials All Fields                   | 12,500                          |                          |
|                        | Turf for Fields                             | 4,000                           |                          |
|                        | Paint Supplies                              | 1,000                           |                          |
|                        | Janitorial Products                         | 750                             |                          |
|                        | Rakes, Shovels, Rollers                     | 600                             |                          |
|                        | Pylons                                      | 120                             |                          |
|                        | Water Pumps                                 | 300                             |                          |
|                        | Line Markers                                | 500                             |                          |
|                        | Lumber and Hardware                         | 1,200                           |                          |
|                        | Mowing Equipment & Supplies                 | 500                             |                          |
|                        | Plumbing                                    | 750                             |                          |
|                        | Fence repair                                | 2,500                           |                          |
|                        | Porta Johns                                 | 3,000                           |                          |
|                        | Porta Johns for Movies                      | 250                             |                          |
|                        | Top Rail/Fence                              | 1,000                           |                          |
|                        | Home Plate Mat                              | 750                             |                          |
|                        | Electrical                                  | 2,400                           | 52,120                   |
| A.7141.0465            | Other Equipment < \$10,000                  |                                 |                          |
|                        | Soccer Nets                                 | 1,250                           |                          |
|                        | Goal Posts Covers                           | 2,500                           |                          |
|                        | Down Markers                                | 500                             |                          |
|                        | Sound System                                | 2,000                           | 6,250                    |
|                        | Total Operating Expenses                    |                                 | <u>\$ 114,785</u>        |
| <b>Fringe Benefits</b> |   |                                 |                          |
| A.7141.0810            | New York State Employees' Retirement System | \$ 9,173                        |                          |
| A.7141.0830            | Social Security                             | 5,086                           |                          |
| A.7141.0850            | Health Insurance                            | 6,115                           |                          |
|                        | Total Fringe Benefits                       | <u>\$ 20,374</u>                |                          |
|                        | <b>TOTAL BUDGET</b>                         |                                 | <u><u>\$ 201,635</u></u> |

\* Split 10% with A.7141, 10% with A.7143, 10% with A.7180, 60% with A.7265

\* \* (1) Split 10% with A.7140, 10% with A.7143, 60% with A.7265; (1) split 10% with A.7140, 10% with A.7180, 70% with A.7265; (1) Split 20% with A.7143, 60% with A.7265; (1) split 40% with A.7180, 50% with A.7265

**Fiscal Year:** 2015-16  
**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 Fairgrounds is flooded and maintained as weather permits to provide recreation. A warming shelter and restrooms are provided at the renovated Park Pool for the comfort of skaters. Parks and Recreation employees staff and supervise the winter recreation shelter when open. After receiving feedback from the community, the Parks and Recreation Department plans to implement new and creative outdoor Winter activities.

### **2014-15 Accomplishments**

- ✓ Successfully implemented the “snow play” program for children at the Fairgrounds.
- ✓ Offered outdoor education for people interested in pursuing winter outdoor activities.
- ✓ Assisted in organizing and implementing programs for Snowtown USA.

### **2015-16 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 Chamber of Commerce and Northern New York Community Foundation to ensure Snowtown USA continues in 2016.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Outdoor Winter Activities**  
**Account Code: A7142**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | -                                  | -                                  | -                                  | -                                  |
| 140 Temporary                         | -                                  | -                                  | 5,751                              | 6,550                              |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ 5,751</u>                    | <u>\$ 6,550</u>                    |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ 3,420                           | \$ 3,420                           |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | -                                  | 35                                 | 15,200                             | 500                                |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | -                                  | -                                  | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | 300                                | 300                                |
| 460 Materials and Supplies            | -                                  | 499                                | 2,475                              | 3,200                              |
| 465 Equipment < \$10,000              | -                                  | 143                                | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ -</u>                        | <u>\$ 678</u>                      | <u>\$ 21,395</u>                   | <u>\$ 7,420</u>                    |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ 1,139                           | \$ 694                             |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | 440                                | 501                                |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ 1,579</u>                    | <u>\$ 1,195</u>                    |
| <b>Department Total</b>               | <u><u>\$ -</u></u>                 | <u><u>\$ 678</u></u>               | <u><u>\$ 28,725</u></u>            | <u><u>\$ 15,165</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Outdoor Winter Activities**  
**Account Code: A7142**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |                         |  |                 |
|-------------|-------------------------|--|-----------------|
| A.7142.0140 | Temporary               |  | \$ 6,550        |
|             | Total Personal Services |  | <u>\$ 6,550</u> |

**Operating Expenses**

|             |                           |            |                 |
|-------------|---------------------------|------------|-----------------|
| A.7142.0410 | Utilities                 |            |                 |
|             | Gas/Electric              | \$ 1,500   |                 |
|             | Water                     | 1,800      |                 |
|             | Cell Phone 1 x 6 months   | <u>120</u> | \$ 3,420        |
| A.7142.0430 | Contracted Services       |            |                 |
|             | Special Events            |            | 500             |
| A.7142.0455 | Vehicle Expenses          |            |                 |
|             | Fuel                      |            | 300             |
| A.7142.0460 | Materials and Supplies    |            |                 |
|             | Supervisor Uniforms       | 300        |                 |
|             | Winter gloves             | 100        |                 |
|             | Plumbing/Hose Supplies    | 200        |                 |
|             | Janitorial Supplies       | 100        |                 |
|             | Electrical Supplies       | 300        |                 |
|             | Ice Scrapers              | 50         |                 |
|             | Lumber and Paint          | 50         |                 |
|             | Winter Activities         | 2,000      |                 |
|             | Miscellaneous Small Tools | <u>100</u> | <u>3,200</u>    |
|             | Total Operating Expenses  |            | <u>\$ 7,420</u> |

**Fringe Benefits**

|             |   |  |                 |
|-------------|---|--|-----------------|
| A.7142.0810 | New York State Employees' Retirement System |  | \$ 694          |
| A.7142.0830 | Social Security                             |  | 501             |
|             | Total Fringe Benefits                       |  | <u>\$ 1,195</u> |

|                     |  |                         |
|---------------------|--|-------------------------|
| <b>TOTAL BUDGET</b> |  | <u><u>\$ 15,165</u></u> |
|---------------------|--|-------------------------|

**Fiscal Year:** 2015-16  
**Department:** Athletic Programs  
**Account Code:** A7143  
**Function:** Culture and Recreation



**Description:** During the spring and summer months, Parks and Recreation sponsors 5 baseball/softball leagues. The leagues include T-Ball, Midget, Grasshopper, Co-ed and Men's Slow Pitch softball. This program provides for 50 City baseball and Softball teams with over 837 participants. T-Ball's evening session is very successful and a popular choice for parents. Parks and Recreation crews maintain 15 baseball/softball fields, 14 of which are City owned, two outdoor basketball courts, 8 multi-purpose fields, a tennis court and skate park. Recreational opportunities are conveniently located for community use. Golf and tennis clinics were offered with 111 participants.

#### **2014-15 Accomplishments:**

- ✓ Successfully implemented a draft system for youth baseball.
- ✓ Continued with programs such as scuba diving, horseback riding, running programs, etc. All programs were very successful.
- ✓ Increased usage of Marble Fields.
- ✓ Researched and developed rules and regulations for the kickball league.
- ✓ Conducted several meeting with coaches and parents to gather feedback on how to improve current athletic programs.

#### **2015-16 Goals and Objectives:**

- Begin the Parks and Recreation kickball league.
- Design and install an outdoor volleyball court and provide an adult volleyball league.
- Add a variety of fitness & recreation opportunities for all ages.
- Continue to have an open dialog with parents and coaches on how to continually improve the programs that Parks and Recreation offers.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Athletic Programs**  
**Account Code: A7143**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 5,815                              | -                                  | 12,705                             | 14,094                             |
| 140 Temporary                         | 1,092                              | 13,269                             | 4,500                              | 5,200                              |
| 150 Overtime                          | 1,519                              | 3,022                              | 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 8,426</u>                    | <u>\$ 16,290</u>                   | <u>\$ 18,205</u>                   | <u>\$ 20,294</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ 25,520                          | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 12,251                             | -                                  | -                                  | 44,500                             |
| Total Equipment                       | <u>\$ 37,771</u>                   | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ 44,500</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 2,563                           | \$ 2,597                           | \$ 2,200                           | \$ 2,200                           |
| 420 Insurance                         | 2,019                              | 4,146                              | 4,428                              | 6,025                              |
| 430 Contracted Services               | 6,923                              | 6,722                              | 9,650                              | 8,650                              |
| 440 Fees Non Employees                | 1,850                              | 2,182                              | 3,700                              | 4,125                              |
| 450 Miscellaneous                     | 387                                | 1,038                              | 775                                | 1,675                              |
| 455 Vehicle Expenses                  | 10,175                             | 15,121                             | 16,345                             | 15,100                             |
| 460 Materials and Supplies            | 11,705                             | 24,296                             | 28,600                             | 31,850                             |
| 465 Equipment < \$10,000              | 8,070                              | 200                                | 300                                | 2,050                              |
| Total Operating Expenses              | <u>\$ 43,692</u>                   | <u>\$ 56,302</u>                   | <u>\$ 65,998</u>                   | <u>\$ 71,675</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 3,446                           | \$ 361                             | 3,497                              | \$ 3,281                           |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 632                                | 1,246                              | 1,393                              | 1,553                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | 4,152                              | 3,380                              |
| Total Fringe Benefits                 | <u>\$ 4,078</u>                    | <u>\$ 1,608</u>                    | <u>\$ 9,042</u>                    | <u>\$ 8,214</u>                    |
| <b>Department Total</b>               | <u><u>\$ 93,967</u></u>            | <u><u>\$ 74,200</u></u>            | <u><u>\$ 93,245</u></u>            | <u><u>\$ 144,683</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Athletic Programs**  
**Account Code: A7143**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |   |          |                  |
|-------------|---|----------|------------------|
| A.7143.0130 | Wages   |          |                  |
|             | Crew Chief (1 @ .10) *                                | \$ 4,406 |                  |
|             | Parks & Recreation Maint.Worker (1 @ .20, 1 @ .10) ** | 9,688    | \$ 14,094        |
| A.7143.0140 | Temporary   |          | 5,200            |
| A.7143.0150 | Overtime  |          | 1,000            |
|             | Total Personal Services                               |          | <u>\$ 20,294</u> |

**Equipment**

|             |                                 |  |                  |
|-------------|---------------------------------|--|------------------|
| A.7143.0250 | Other Equipment                 |  |                  |
|             | Tractor with Cab and Snowblower |  | \$ 44,500        |
|             |                                 |  | <u>\$ 44,500</u> |

**Operating Expenses**

|             |                                  |          |          |
|-------------|----------------------------------|----------|----------|
| A.7143.0410 | Utilities                        |          |          |
|             | Electric                         | \$ 1,800 |          |
|             | Water & Sewer                    | 400      | \$ 2,200 |
| A.7143.0420 | Insurance                        |          |          |
|             | Facility and Contents            | 825      |          |
|             | ASA Insurance                    | 500      |          |
|             | Youth Baseball Insurance         | 4,700    | 6,025    |
| A.7143.0430 | Contracted Services              |          |          |
|             | Athletic Field Work              | 250      |          |
|             | Solid Waste Disposal             | 100      |          |
|             | Equipment Rental                 | 100      |          |
|             | Golf Instruction                 | 3,000    |          |
|             | Tennis Instructions              | 2,000    |          |
|             | Program Instructions             | 2,000    |          |
|             | Equipment Repairs                | 1,200    | 8,650    |
| A.7143.0440 | Fees, Non Employee               |          |          |
|             | Physicals & Random Testing       | 125      |          |
|             | Officials Fees                   | 4,000    | 4,125    |
| A.7143.0450 | Miscellaneous                    |          |          |
|             | NYS Turfgrass Association        | 400      |          |
|             | Sports Turf Managers NY          | 300      |          |
|             | ASA Membership                   | 900      |          |
|             | Mileage Reimbursements           | 75       | 1,675    |
| A.7143.0455 | Vehicle Expenses                 |          |          |
|             | Fuel                             | 4,400    |          |
|             | Tines/Aera-Vator                 | 500      |          |
|             | Repairs & Preventive Maintenance | 6,000    |          |
|             | Tires/Mowers Field Equipment     | 600      |          |
|             | Insurance                        | 3,600    | 15,100   |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Athletic Programs**  
**Account Code: A7143**  
**Function: Culture and Recreation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                                 |
|------------------------|---|---------------------------------|---------------------------------|
| A.7143.0460            | Materials and Supplies  |                                 |                                 |
|                        | Field Soil / Top Dress Sand   | 3,000                           |                                 |
|                        | Fertilizer, Grass Seed  | 6,000                           |                                 |
|                        | Athletic Equipment (Balls, Bats,<br>Bases, Home Plates, Pitching Slabs) | 3,100                           |                                 |
|                        | Marking Chalk & Paint   | 3,500                           |                                 |
|                        | Drag Mats Replacement (2)   | 500                             |                                 |
|                        | T-League Shirts (20 Teams)  | 1,850                           |                                 |
|                        | Turfing   | 2,500                           |                                 |
|                        | Awards, Ribbon & Trophies   | 1,500                           |                                 |
|                        | Sport Clay For Fields   | 5,700                           |                                 |
|                        | Youth Programs  | 2,500                           |                                 |
|                        | Roof repair supplies - North  | 1,200                           |                                 |
|                        | Miscellaneous Equipment & Supplies                                      | 500                             | 31,850                          |
| A.7143.0465            | Other Equipment < \$10,000  |                                 |                                 |
|                        | Field Marker  | 300                             |                                 |
|                        | Lacrosse Goals (2)  | 1,500                           |                                 |
|                        | Corner Flags  | 250                             | 2,050                           |
|                        | <b>Total Operating Expenses</b>   |                                 | <u><b>\$ 71,675</b></u>         |
| <br>                   |   |                                 |                                 |
| <b>Fringe Benefits</b> |   |                                 |                                 |
| A.7143.0810            | New York State Employees' Retirement System                             | \$ 3,281                        |                                 |
| A.7143.0830            | Social Security   | 1,553                           |                                 |
| A.7143.0850            | Health Insurance  | 3,380                           |                                 |
|                        | <b>Total Fringe Benefits</b>  |                                 | <u><b>\$ 8,214</b></u>          |
| <br>                   |   |                                 |                                 |
|                        | <b>TOTAL BUDGET</b>   |                                 | <u><u><b>\$ 144,683</b></u></u> |

\* Split 10% with A.7140, 10% with A.7141, 10% with A.7180, 60% with A.7265

\*\* (1) Split 10% with A.7140, 20% with A.7141, 60% with A.7265; (1) split 20% with A.7141, 60% with A.7265



Fiscal Year 2015-16  
Vehicles and Equipment

Tractor with Cab and Snowblower

\$44,500

The Kubota L4760 is a compact utility tractor to be used for year-round upkeep of fields and general grounds maintenance. DRIVE TRAIN HST PLUS 3 Forward / 3 Reverse Hi-Med-Low Range Mech. Wet Disc Brakes Differential Lock Cruise Control Fuel Tank 13.5 gal. ROPS Certified Cab w/Retractable Seat Belt Highback Adj. Swivel Seat w/ Deluxe Suspension w/Arm Rests Telescoping Lower Links 2 Tier Halogen Head Lights 4 Position Loader Valve One Piece Metal Hood Hydro Dual Speed (H-DS) HST Response Control Throttle-UP Switch. With the added attachments of the L4701 Loader and the SB74 Snow Blower, this tractor becomes a year-round asset. The Loader will allow for movement of large amounts of field preparation materials, stone for parking lots, and larger brush saving time and expense. The Snow Blower will allow for quick and easy dispatch of large amounts of snow saving time and expense.



**Fiscal Year:** 2015-16  
**Department:** Dog Park  
**Account Code:** A7170  
**Function:** Culture and Recreation



**Description:** The City of Watertown is exploring the possibility of adding a dog park within the City. There are many benefits to a dog park, including dog socialization, mental and physical stimulation for the dogs, educational opportunities for dog owners as well as advantages for the community. The City Council has chosen the Factory Square Park location for the Dog Park. A committee of people from the community has agreed to do fundraising for the Dog Park. Some of the major improvements that would need to be made to the Factory Street location include: improved parking, fencing, access to water for the dog park, and the purchasing of dog park equipment.

**2014-15 Accomplishments:**

- ✓ Evaluated multiple sites throughout the City and selected Factory Square Park as the site of the dog park.
- ✓ A volunteer committee consisting of people from the community has been formed to fund raise money for the dog park.
- ✓ A conceptual design plan has been completed for the dog park.

**2015-16 Goals and Objectives:**

- Implementation of a safe dog park at the Factory Square Park location that will be utilized by many community members.
- Work with the volunteer committee to finalize design details for the dog park and coordinate with various City departments to complete the construction.
- City staff will provide upkeep and maintenance for the dog park.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Dog Park**  
**Account Code: A7170**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 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 < \$10,000              | -                                  | -                                  | -                                  | -                                  |
| Total Operating Expenses              | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ 4,200</u>                    |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | -                                  | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ -</u></u>                 | <u><u>\$ -</u></u>                 | <u><u>\$ -</u></u>                 | <u><u>\$ 4,200</u></u>             |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Dog Park**  
**Account Code: A7170**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Operating Expenses**

|             |                           |              |                 |
|-------------|---------------------------|--------------|-----------------|
| A.7143.0430 | Contracted Services       |              |                 |
|             | Fence Repairs             |              | 500             |
| A.7143.0460 | Materials and Supplies    |              |                 |
|             | Dog Equipment             | 500          |                 |
|             | Peastone Gravel           | 500          |                 |
|             | Doggie Pot Supplies       | 1,500        |                 |
|             | Janitorial Supplies       | 750          |                 |
|             | Signage                   | 250          |                 |
|             | Miscellaneous Small Tools | 200          |                 |
|             | Total Operating Expenses  | 3,700        | \$ 4,200        |
|             | <b>TOTAL BUDGET</b>       | <b>3,700</b> | <b>\$ 4,200</b> |

**Fiscal Year:** 2015-16  
**Department:** Swimming 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 Flynn and the Park pools are open for a 9½ week period and the Alteri Pool is open from early June through Labor Day. In total, the pools recorded 8,531 visits from patrons (Alteri – 4601; Flynn – 3930). 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 92 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.

#### **2014-15 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.
- ✓ Successfully added scuba diving lessons at Alteri Pool.

#### **2015-16 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.
- Install a handicap chair lift at the Alteri Pool in 2015 and at Flynn Pool in 2016.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Pools**  
**Account Code: A7180**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 16,434                             | -                                  | 18,904                             | 20,293                             |
| 140 Temporary                         | 59,438                             | 56,529                             | 48,500                             | 55,300                             |
| 150 Overtime                          | 2,842                              | 85                                 | 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 78,714</u>                   | <u>\$ 56,614</u>                   | <u>\$ 69,904</u>                   | <u>\$ 78,093</u>                   |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | 22,637                             | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ 22,637</u>                   | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 25,404                          | \$ 19,156                          | \$ 10,775                          | \$ 20,590                          |
| 420 Insurance                         | 1,241                              | 1,890                              | 1,437                              | 1,575                              |
| 430 Contracted Services               | 464                                | 10,434                             | 4,200                              | 6,700                              |
| 440 Fees Non Employees                | 580                                | 628                                | 2,000                              | 1,125                              |
| 450 Miscellaneous                     | 811                                | 1,007                              | 860                                | 860                                |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 38,071                             | 33,929                             | 25,200                             | 26,950                             |
| 465 Equipment < \$10,000              | -                                  | 143                                | 5,700                              | 8,400                              |
| Total Operating Expenses              | <u>\$ 66,571</u>                   | <u>\$ 67,187</u>                   | <u>\$ 50,172</u>                   | <u>\$ 66,200</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 16,372                          | \$ 10,024                          | \$ 13,718                          | \$ 10,029                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 5,962                              | 4,331                              | 5,347                              | 5,973                              |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | 4,460                              | 5,470                              |
| Total Fringe Benefits                 | <u>\$ 22,334</u>                   | <u>\$ 14,355</u>                   | <u>\$ 23,525</u>                   | <u>\$ 21,472</u>                   |
| <b>Department Total</b>               | <u><u>\$ 167,619</u></u>           | <u><u>\$ 160,793</u></u>           | <u><u>\$ 143,601</u></u>           | <u><u>\$ 165,765</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Pools**  
**Account Code: A7180**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |  |                             |                  |
|-------------|--|-----------------------------|------------------|
| A.7180.0130 | Wages  |                             |                  |
|             | Crew Chief (1 @ .10) *                                 | \$                          | 4,406            |
|             | Parks & Recreation Maint. Worker (1 @ .40, 1 @ .10) ** |                             | 15,887           |
|             |  | <u>                    </u> | \$ 20,293        |
| A.7180.0140 | Temporary  |                             | 55,300           |
| A.7180.0150 | Overtime   |                             | 2,500            |
|             | Total Personal Services                                | <u>                    </u> | <u>\$ 78,093</u> |

**Operating Expenses**

|             |                                |                             |           |
|-------------|--------------------------------|-----------------------------|-----------|
| A.7180.0410 | Utilities                      |                             |           |
|             | Fuel Oil                       | \$                          | 1,100     |
|             | Water and Sewer                |                             | 8,300     |
|             | Electric                       |                             | 8,175     |
|             | Cell Phones                    |                             | 75        |
|             | Natural Gas                    |                             | 2,940     |
|             |                                | <u>                    </u> | \$ 20,590 |
| A.7180.0420 | Insurance                      |                             | 1,575     |
| A.7180.0430 | Contracted Services            |                             |           |
|             | Dressing Room Door Replacement |                             | 5,000     |
|             | Building Repairs/Maintenance   |                             | 800       |
|             | Key Work                       |                             | 400       |
|             | Fence Repairs/Replacement      |                             | 500       |
|             |                                | <u>                    </u> | 6,700     |
| A.7180.0440 | Fees, Non Employee             |                             |           |
|             | Employment Related Testing     |                             | 1,125     |
| A.7180.0450 | Miscellaneous                  |                             |           |
|             | Mileage Reimbursements         |                             | 200       |
|             | CPO Course                     |                             | 660       |
|             |                                | <u>                    </u> | 860       |
| A.7180.0460 | Materials and Supplies         |                             |           |
|             | Chemicals                      |                             | 12,750    |
|             | Pool Supplies                  |                             | 2,000     |
|             | Maintenance Supplies           |                             | 800       |
|             | Uniforms                       |                             | 1,500     |
|             | 1st Aid Supplies               |                             | 750       |
|             | Lifeguard Equipment            |                             | 1,700     |
|             | Paint and Hardware             |                             | 1,400     |
|             | Pool Repairs                   |                             | 1,700     |
|             | Electrical/Plumbing Supplies   |                             | 1,000     |
|             | Swim lesson supplies           |                             | 1,000     |
|             | Filtration Equipment           |                             | 800       |
|             | Extension Ladder               |                             | 450       |
|             | Pool Filter Covers             |                             | 600       |
|             | Signage                        |                             | 500       |
|             |                                | <u>                    </u> | 26,950    |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Pools**  
**Account Code: A7180**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

|             |                            |       |                  |
|-------------|----------------------------|-------|------------------|
| A.7180.0465 | Other Equipment < \$10,000 |       |                  |
|             | Handicap Lift              | 6,200 |                  |
|             | Rope/Floaters/Covers       | 600   |                  |
|             | Pool Pump                  | 1,600 | <u>8,400</u>     |
|             | Total Operating Expenses   |       | <u>\$ 66,200</u> |

**Fringe Benefits**

|             |   |  |                  |
|-------------|---|--|------------------|
| A.7180.0810 | New York State Employees' Retirement System |  | \$ 10,029        |
| A.7180.0830 | Social Security                             |  | 5,973            |
| A.7180.0850 | Health Insurance                            |  | <u>5,470</u>     |
|             | Total Fringe Benefits                       |  | <u>\$ 21,472</u> |

|                     |                          |
|---------------------|--------------------------|
| <b>TOTAL BUDGET</b> | <b><u>\$ 165,765</u></b> |
|---------------------|--------------------------|

\* Split 10% with A.7140, 10% with A.7141, 10% with A.7143, 60% with A.7265

\*\* (1) Split 10% with A.7140, 10% with A.7141, 70% with A.7265; (1) split 10% with A.7141, 50% with A.7265

**Fiscal Year:** 2015-16  
**Department:** Arena  
**Account Code:** A7265  
**Function:** Culture and Recreation



**Description:** The Municipal Arena, which opened in 1975, provides the community with a variety of services. For six months of the year, a high-quality ice surface is maintained. The Arena welcomed back the Watertown Privateer's Professional Hockey team for the 2013-2014 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. Special events for 2014-2015 included a Halloween Costume Skate Contest, Valentine's Day Family Skate and Skate with Santa. All special events were well received by the community.

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.

#### **2014-15 Accomplishments:**

- ✓ Parks and Recreation had a successful season with the Watertown Wolves Professional Hockey team using the arena as their home ice.
- ✓ Worked with JCC to have student activities such as Rock and Skate and Broomball.
- ✓ Successfully held 3 concerts.
- ✓ Hosted a "Hockey for Hero's" hockey tournament. All proceeds went to the Wounded Warrior Project.
- ✓ Worked closely with Stantec to design plans for the Ice Arena.
- ✓ Collected over 250lbs of food for local pantries and over 150 toys for "Toys for Tots."

#### **2015-16 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.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Arena**  
**Account Code: A7265**  
**Function: Culture and Recreation**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 99,129                             | 151,262                            | 102,652                            | 112,336                            |
| 140 Temporary                         | 157,367                            | 102,651                            | 114,300                            | 48,000                             |
| 150 Overtime                          | 29,995                             | 46,627                             | 20,000                             | 20,000                             |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | 207                                | 1,964                              | -                                  | -                                  |
| 175 Health Insurance Buyout           | -                                  | -                                  | -                                  | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 286,698</u>                  | <u>\$ 302,505</u>                  | <u>\$ 236,952</u>                  | <u>\$ 180,336</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ 29,500                          | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ 29,500</u>                   | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 53,408                          | \$ 56,172                          | \$ 50,100                          | \$ 32,000                          |
| 420 Insurance                         | 4,207                              | 4,307                              | 4,307                              | 6,350                              |
| 430 Contracted Services               | 56,095                             | 22,441                             | 27,050                             | 9,450                              |
| 440 Fees Non Employees                | 950                                | 1,358                              | 1,200                              | 625                                |
| 450 Miscellaneous                     | 1,138                              | 2,585                              | 4,208                              | 4,250                              |
| 455 Vehicle Expenses                  | 10,467                             | 10,704                             | 11,077                             | 6,875                              |
| 460 Materials and Supplies            | 63,915                             | 55,669                             | 49,650                             | 6,175                              |
| 465 Equipment < \$10,000              | 18,265                             | 4,602                              | 5,400                              | 8,200                              |
| Total Operating Expenses              | <u>\$ 208,445</u>                  | <u>\$ 157,838</u>                  | <u>\$ 152,992</u>                  | <u>\$ 73,925</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 50,035                          | \$ 59,293                          | \$ 45,407                          | \$ 28,501                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 21,621                             | 22,232                             | 18,127                             | 13,797                             |
| 840 Workers' Compensation             | 60,851                             | 1,584                              | 35,000                             | 20,000                             |
| 850 Health Insurance                  | 31,119                             | 40,958                             | 26,116                             | 31,037                             |
| Total Fringe Benefits                 | <u>\$ 163,626</u>                  | <u>\$ 124,067</u>                  | <u>\$ 124,650</u>                  | <u>\$ 93,335</u>                   |
| <b>Department Total</b>               | <u><u>\$ 658,769</u></u>           | <u><u>\$ 584,410</u></u>           | <u><u>\$ 544,094</u></u>           | <u><u>\$ 347,596</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Arena**  
**Account Code: A7265**  
**Function: Culture and Recreation**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |                |
|-------------|--|----|----------------|
| A.7265.0130 | Wages  |    |                |
|             | Crew Chief (1 @ .60) *   | \$ | 26,438         |
|             | Parks & Recreation Maint.Worker (2@.60, 1@.50, 1@.70, 1@.20)** |    | 85,898         |
|             |  |    | <u>112,336</u> |
| A.7265.0140 | Temporary  |    | 48,000         |
| A.7265.0150 | Overtime   |    | 20,000         |
|             | Total Personal Services  | \$ | <u>180,336</u> |

**Operating Expenses**

|             |                                  |    |               |
|-------------|----------------------------------|----|---------------|
| A.7265.0410 | Utilities                        |    |               |
|             | Water / Sewer                    | \$ | 10,000        |
|             | Electric                         |    | 10,000        |
|             | Natural Gas                      |    | 10,000        |
|             | National Grid - Electric         |    | 2,000         |
|             |                                  |    | <u>32,000</u> |
| A.7265.0420 | Insurance                        |    | 6,350         |
| A.7265.0430 | Contracted Services              |    |               |
|             | Outside Equipment Rentals        |    | 500           |
|             | Facility Maintenance and Repairs |    | 1,200         |
|             | PA System Maintenance            |    | 500           |
|             | Merchant Processing Fees         |    | 500           |
|             | Compressor Maintenance           |    | 1,000         |
|             | Refrigeration System Maintenance |    | 2,000         |
|             | Fair Building Storage Rental     |    | 3,750         |
|             |                                  |    | <u>9,450</u>  |
| A.7265.0440 | Fees, Non Employee               |    |               |
|             | Physicals for Employees          |    | 625           |
| A.7265.0450 | Miscellaneous                    |    |               |
|             | Safety Shoes                     |    | 700           |
|             | Mileage Reimbursement            |    | 250           |
|             | Safety Equipment, Jackets,Gloves |    | 500           |
|             | Ice Skating Institute            |    | 350           |
|             | NE Ice Skating Managers' Assoc.  |    | 250           |
|             | ASCAP & SESAC & BMI Charges      |    | 900           |
|             | Neisma Training                  |    | 500           |
|             | Uniforms and Protective Clothing |    | 800           |
|             |                                  |    | <u>4,250</u>  |
| A.7265.0455 | Vehicle Expenses                 |    |               |
|             | Vehicle Repairs                  |    | 2,200         |
|             | Insurance                        |    | 1,875         |
|             | Forklift Repair                  |    | 1,000         |
|             | Fuel                             |    | 1,800         |
|             |                                  |    | <u>6,875</u>  |
| A.7265.0460 | Materials and Supplies           |    |               |
|             | Maintenance of Small Equipment   |    | 500           |
|             | Building/Maintenance/Janitorial  |    | 1,500         |
|             | Hardware, Lumber, Paint          |    | 1,000         |
|             | Electrical/Plumbing Supplies     |    | 500           |
|             | First Aid Supplies               |    | 375           |
|             | Miscellaneous Supplies           |    | 1,000         |
|             | Propane, Oil                     |    | 800           |
|             | Stage and Concert Supplies       |    | 500           |
|             |                                  |    | <u>6,175</u>  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Arena**  
**Account Code: A7265**  
**Function: Culture and Recreation**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|---|---------------------------------|--------------------------|
| A.7265.0465            | Other Equipment < \$10,000                  |                                 |                          |
|                        | Sound System Case and Mount                 | 1,000                           |                          |
|                        | Microphone                                  | 800                             |                          |
|                        | Chairs                                      | 4,800                           |                          |
|                        | Tables                                      | 600                             |                          |
|                        | Computer                                    | 1,000                           |                          |
|                        |   | <u>8,200</u>                    |                          |
|                        | Total Operating Expenses                    |                                 | <u>\$ 73,925</u>         |
| <br>                   |   |                                 |                          |
| <b>Fringe Benefits</b> |   |                                 |                          |
| A.7265.0810            | New York State Employees' Retirement System | \$ 28,501                       |                          |
| A.7265.0830            | Social Security                             | 13,797                          |                          |
| A.7265.0840            | Workers Compensation                        | 20,000                          |                          |
| A.7265.0850            | Health Insurance                            | <u>31,037</u>                   |                          |
|                        | Total Fringe Benefits                       |                                 | <u>\$ 93,335</u>         |
| <br>                   |   |                                 |                          |
|                        | <b>TOTAL BUDGET</b>                         |                                 | <u><u>\$ 347,596</u></u> |

\* Split 10% with A.7140, 10% with A.7141, 10% with A.7143, 10% with A.7180

\* \* (1) Split 10% with A.7140, 20% with A.7141, 10% with A.7143; (1) split 10% with A.7140, 10% with A.7141, 10%

**Fiscal Year:** 2015-16  
**Department:** Planning  
**Account Code:** A8020  
**Function:** Home and Community Services



**Description:** The Planning Office was created in 1984 as a component of the City Manager's Office. The goal of the Planning Office is to implement programs, projects and legislation that will have a positive effect on the development of the City of Watertown as a community. It is involved in a wide variety of issues that 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 those categories involve writing grant applications and contract administration. The office also provides staff support to the Planning Board.

#### **2014-15 Accomplishments:**

- ✓ Completed Ogilvie Site environmental remediation.
- ✓ Planted 215 trees.
- ✓ Prepared site evaluations and preliminary design for Dog Park.
- ✓ Prepared site evaluations for 10<sup>th</sup> Mountain Division Monument.
- ✓ Obtained annual Tree City USA designation.
- ✓ Reviewed 8 zone changes, 12 site plans, 1 special use permit and 6 subdivisions.

#### **2015-16 Goals and Objectives:**

- Complete Sewall's Island Environmental Remediation.
- Complete master plan for the central part of Thompson Park.
- Assist with the construction of the dog park.
- Assist with the construction of the 10<sup>th</sup> Mountain Division Monument.
- Apply for the annual Tree City USA designation.
- Plant 292 trees.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Planning**  
**Account Code: A8020**  
**Function: Home and Community Services**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 13,032                             | 17,363                             | 8,800                              | 70,300                             |
| 440 Fees Non Employees                | -                                  | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | 3,764                              | 7,149                              | 4,300                              | 4,900                              |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | -                                  | -                                  | -                                  | -                                  |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | 2,500                              |
| Total Operating Expenses              | <u>\$ 16,796</u>                   | <u>\$ 24,512</u>                   | <u>\$ 13,100</u>                   | <u>\$ 77,700</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 16,796</u></u>            | <u><u>\$ 24,512</u></u>            | <u><u>\$ 13,100</u></u>            | <u><u>\$ 77,700</u></u>            |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Planning**  
**Account Code: A8020**  
**Function: Home and Community Services**

|                           |                                       | <u><b>FY 2015-16 Budget</b></u> |                         |
|---------------------------|---------------------------------------|---------------------------------|-------------------------|
| <b>Operating Expenses</b> |                                       |                                 |                         |
| A.8020.0430               | Contracted Services                   |                                 |                         |
|                           | Sewall's Island NYWII ERP Grant Match | \$ 70,000                       |                         |
|                           | Legal Ads                             | <u>300</u>                      | 70,300                  |
| A.8020.0450               | Miscellaneous                         |                                 |                         |
|                           | Subscriptions/Memberships             | 2,800                           |                         |
|                           | AutoCAD Software License              | 600                             |                         |
|                           | Travel and Training                   | <u>1,500</u>                    | 4,900                   |
| A.8020.0465               | Equipment < \$10,000                  |                                 |                         |
|                           | Computer                              | 1,500                           |                         |
|                           | Desk                                  | <u>1,000</u>                    | <u>2,500</u>            |
|                           | <b>TOTAL BUDGET</b>                   |                                 | <u><u>\$ 77,700</u></u> |

**Fiscal Year:** 2015-16  
**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.

#### **2014-15 Accomplishments:**

- ✓ Resolved surface water issues on Washington Street near the City Limits and on Starbuck Avenue.
- ✓ Assisted in removing ice storm debris from City Streets as well as storm sewer right-of-ways and easements.
- ✓ Replaced twelve substandard drainage structures.

#### **2015-16 Goals and Objectives:**

- Address surface water issues on Green Street near Thompson Boulevard by installing additional storm water collection inlets.
- Install edge drains on outer Holcomb Street to intercept surface water flows and re-direct to existing storm sewers.
- Continue with routine storm sewer catch basin cleaning operations with emphasis on the north side neighborhoods.
- Evaluate the effectiveness and maintenance requirements of 2 storm water filtering inserts which will be placed in designated storm drains in City maintained parking facilities.
- Develop monitoring and maintenance procedures for new storm sewer water quality units being installed as part of the Factory Street Reconstruction program.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Storm Sewers**  
**Account Code: A8140**  
**Function: Home and Community Services**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u>        | <u>FY 2013-14</u>        | <u>FY 2014-15</u>        | <u>FY 2015-16</u>        |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | <u>Actual</u>            | <u>Actual</u>            | <u>Budget</u>            | <u>Budget</u>            |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ 31,343                | \$ 32,195                | \$ 31,248                | \$ 31,248                |
| 120 Clerical                          | -                        | -                        | -                        | -                        |
| 130 Wages                             | 123,891                  | 123,520                  | 142,568                  | 143,488                  |
| 140 Temporary                         | -                        | 10,528                   | 6,000                    | 6,000                    |
| 150 Overtime                          | 3,987                    | 1,336                    | 4,000                    | 4,000                    |
| 155 Holiday Pay                       | -                        | -                        | -                        | -                        |
| 160 Out of Rank                       | -                        | -                        | -                        | -                        |
| 170 Out of Code                       | -                        | -                        | -                        | -                        |
| 175 Health Insurance Buyout           | 2,800                    | (629)                    | -                        | -                        |
| 180 Roll Call Pay                     | -                        | -                        | -                        | -                        |
| 185 On Call Pay                       | -                        | -                        | -                        | -                        |
| 190 EMT Incentive                     | -                        | -                        | -                        | -                        |
| 195 Clothing Allow. / Reimbursements  | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 162,021</u>        | <u>\$ 166,949</u>        | <u>\$ 183,816</u>        | <u>\$ 184,736</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Vehicles                          | \$ 12,395                | \$ -                     | \$ 25,000                | \$ -                     |
| 250 Other                             | -                        | -                        | -                        | -                        |
| Total Equipment                       | <u>\$ 12,395</u>         | <u>\$ -</u>              | <u>\$ 25,000</u>         | <u>\$ -</u>              |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 409                   | \$ 361                   | \$ 428                   | \$ 968                   |
| 420 Insurance                         | 1,361                    | 1,417                    | 1,347                    | 1,450                    |
| 430 Contracted Services               | 2,357                    | 1,871                    | 10,068                   | 10,004                   |
| 440 Fees Non Employees                | 632                      | 692                      | 500                      | 500                      |
| 450 Miscellaneous                     | 1,878                    | 924                      | 2,575                    | 2,775                    |
| 455 Vehicle Expenses                  | 26,119                   | 19,826                   | 27,067                   | 27,050                   |
| 460 Materials and Supplies            | 29,183                   | 28,586                   | 35,750                   | 35,750                   |
| 465 Equipment < \$10,000              | 2,873                    | -                        | 6,550                    | 7,750                    |
| Total Operating Expenses              | <u>\$ 64,812</u>         | <u>\$ 53,676</u>         | <u>\$ 84,285</u>         | <u>\$ 86,247</u>         |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 30,532                | \$ 28,890                | \$ 35,743                | \$ 31,149                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 11,966                   | 12,328                   | 14,062                   | 14,132                   |
| 840 Workers' Compensation             | 2,812                    | 29,294                   | 1,000                    | 3,000                    |
| 850 Health Insurance                  | 33,257                   | 29,292                   | 38,723                   | 50,216                   |
| Total Fringe Benefits                 | <u>\$ 78,567</u>         | <u>\$ 99,805</u>         | <u>\$ 89,528</u>         | <u>\$ 98,497</u>         |
| <b>Department Total</b>               | <u><u>\$ 317,795</u></u> | <u><u>\$ 320,430</u></u> | <u><u>\$ 382,629</u></u> | <u><u>\$ 369,480</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Storm Sewers**  
**Account Code: A8140**  
**Function: Home and Community Services**

**FY 2015-16 Budget**

**Personal Services**

|             |                                       |               |                |
|-------------|---------------------------------------|---------------|----------------|
| A.8140.0110 | Salaries                              |               |                |
|             | Street/Sewer Maintenance Supervisor * | \$            | 31,248         |
| A.8140.0130 | Wages                                 |               |                |
|             | Crew Chief (1 @ .67) **               | \$            | 30,886         |
|             | Heavy Equipment Operator (1 @ .67) ** |               | 30,886         |
|             | Motor Equipment Operator (2 @ .67) ** |               | 44,035         |
|             | Municipal Worker I (2 @ .67) **       | <u>37,681</u> | 143,488        |
| A.8140.0140 | Temporary                             |               | 6,000          |
| A.8140.0150 | Overtime                              |               | <u>4,000</u>   |
|             | Total Personal Services               | \$            | <u>184,736</u> |

**Operating Expenses**

|             |                                  |              |        |
|-------------|----------------------------------|--------------|--------|
| A.8140.0410 | Utilities                        |              |        |
|             | Wireless Networking *            | \$           | 168    |
|             | Cellular Phone *                 |              | 80     |
|             | Aircard for GPS and Tablets *    | <u>720</u>   | \$ 968 |
| A.8140.0420 | Insurance                        |              | 1,450  |
| A.8140.0430 | Contracted Services              |              |        |
|             | GPS Tracking                     | 104          |        |
|             | Material Disposal                | 4,000        |        |
|             | Recertify Safety Equipment *     | 500          |        |
|             | Camera Software Maintenance      | 900          |        |
|             | Camera Equipment Repair *        | 1,500        |        |
|             | Small Equipment Repairs          | <u>3,000</u> | 10,004 |
| A.8140.0440 | Fees, Non-Employee               |              |        |
|             | Employee Testing                 | 300          |        |
|             | Employee Vaccinations            | <u>200</u>   | 500    |
| A.8140.0450 | Miscellaneous                    |              |        |
|             | Safety Apparel                   | 500          |        |
|             | Safety Shoes                     | 1,000        |        |
|             | Public Safety Emp Training /PESH | 1,200        |        |
|             | NASSCO Membership                | <u>75</u>    | 2,775  |
| A.8140.0455 | Vehicle Expenses                 |              |        |
|             | Maintenance & Repairs            | 8,500        |        |
|             | Preventive Maintenance           | 1,200        |        |
|             | Gas and Diesel Fuel              | 8,900        |        |
|             | Tires (4) (1-64)                 | 2,500        |        |
|             | Insurance                        | <u>5,950</u> | 27,050 |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Storm Sewers**  
**Account Code: A8140**  
**Function: Home and Community Services**

**FY 2015-16 Budget**

|                        |   |              |                          |
|------------------------|---|--------------|--------------------------|
| A.8140.0460            | Materials and Supplies                      |              |                          |
|                        | Manholes & Catch Basins                     | 7,000        |                          |
|                        | Asphalt Patching Material                   | 2,500        |                          |
|                        | Pipes & Fittings                            | 7,000        |                          |
|                        | Castings & Grates                           | 7,500        |                          |
|                        | Crusher Run & Stone Products                | 7,000        |                          |
|                        | Sewer Camera Supplies *                     | 1,500        |                          |
|                        | Sewer Vac Hose, 500LF *                     | 750          |                          |
|                        | Work Zone Safety Devices                    | 500          |                          |
|                        | Small Hand Tools, Related Supplies          | <u>2,000</u> | 35,750                   |
| A.8140.0465            | Other Equipment <\$5000                     |              |                          |
|                        | Field Computer                              | 3,500        |                          |
|                        | Storm Sewer Inlet Filter                    | 3,000        |                          |
|                        | Hydraulic Breaker Point Replacement (1-64)  | <u>1,250</u> | <u>7,750</u>             |
|                        | Total Operating Expenses                    |              | <u>\$ 86,247</u>         |
| <br>                   |   |              |                          |
| <b>Fringe Benefits</b> |   |              |                          |
| A.8140.0810            | New York State Employees' Retirement System |              | \$ 31,149                |
| A.8140.0830            | Social Security                             |              | 14,132                   |
| A.8140.0840            | Workers Compensation                        |              | 3,000                    |
| A.8140.0850            | Health Insurance                            |              | <u>50,216</u>            |
|                        | Total Fringe Benefits                       |              | <u>\$ 98,497</u>         |
| <br>                   |   |              |                          |
|                        | <b>TOTAL BUDGET</b>                         |              | <u><u>\$ 369,480</u></u> |

\* Split 50% with G.8120

\*\* Split 33% with A.5142

**Fiscal Year:** 2015-2016  
**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 who 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 2014, City crews collected 3,219 tons of residential refuse, a decrease of 130 tons from the previous year, and an additional 495 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. Due to an ice storm in late 2013 a massive amount of brush was collected, "chipped", and delivered to Fort Drum's bio-mass facility at no cost to the City. The semi-annual, spring/fall, Residential Bulk item drop off programs, held in response to the community's request for an economical alternative for bulk item disposal, captured 35 tons of rubbish as well as 4.9 tons of scrap metal and white goods along with batteries and used tires. The division participated in thirty Codes ordered private property cleanups.

#### **2014-15 Accomplishments:**

- ✓ The City is fully operational with two hundred (200) roll out carts at Creek Wood Apartments on outer Mill Street.
- ✓ Have an agreement with Jefferson County Solid Waste to take the City's compost at their transfer facility
- ✓ Presented to City Council an overview of the City's Solid Waste program cost and the alternative of using compostable/bio-degradable "paper bags" for yard waste.

#### **2015-16 Goals and Objectives:**

- Continue to investigate options to be able to offer co-mingled recycling collection to our customers.
- Evaluate dumpster collection options at multi-unit housing developments currently under contract.
- Implement a "Paper Bag" only protocol on yard waste collection.
- Devise a plan for the conversion of the City's present recycle fleet (2) for possible implementation of mixed recyclables and what other equipment would be needed to transport to a processing facility.
- Develop specification for a replacement tandem axle side load refuse collection truck.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Refuse and Recycling**  
**Account Code: A8160**  
**Function: Home and Community Services**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 21,606                          | \$ 22,121                          | \$ 7,180                           | \$ 7,180                           |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 245,341                            | 248,773                            | 283,412                            | 307,155                            |
| 140 Temporary                         | 22,611                             | 5,852                              | 20,000                             | 20,000                             |
| 150 Overtime                          | 14,384                             | 18,126                             | 18,000                             | 18,000                             |
| 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 Allow. / Reimbursements  | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 306,742</u>                  | <u>\$ 297,672</u>                  | <u>\$ 331,392</u>                  | <u>\$ 355,135</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Vehicles                          | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 1,262                           | \$ 1,250                           | \$ 1,283                           | \$ 1,175                           |
| 420 Insurance                         | -                                  | -                                  | -                                  | -                                  |
| 430 Contracted Services               | 236,981                            | 238,776                            | 242,100                            | 243,500                            |
| 440 Fees Non Employees                | 612                                | 11,343                             | 13,900                             | 13,900                             |
| 450 Miscellaneous                     | 2,954                              | 3,462                              | 5,500                              | 6,400                              |
| 455 Vehicle Expenses                  | 120,661                            | 94,460                             | 101,472                            | 113,950                            |
| 460 Materials and Supplies            | 18,528                             | 7,320                              | 26,500                             | 19,250                             |
| 465 Equipment < \$10,000              | -                                  | -                                  | -                                  | 5,650                              |
| Total Operating Expenses              | <u>\$ 380,998</u>                  | <u>\$ 356,612</u>                  | <u>\$ 390,755</u>                  | <u>\$ 403,825</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 54,597                          | \$ 56,446                          | \$ 60,220                          | \$ 58,518                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 22,643                             | 21,716                             | 25,351                             | 27,167                             |
| 840 Workers' Compensation             | 116,467                            | 17,875                             | 55,000                             | 50,000                             |
| 850 Health Insurance                  | 81,711                             | 77,824                             | 96,208                             | 97,336                             |
| Total Fringe Benefits                 | <u>\$ 275,418</u>                  | <u>\$ 173,861</u>                  | <u>\$ 236,779</u>                  | <u>\$ 233,021</u>                  |
| <b>Department Total</b>               | <u><u>\$ 963,158</u></u>           | <u><u>\$ 828,145</u></u>           | <u><u>\$ 958,926</u></u>           | <u><u>\$ 991,981</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Refuse and Recycling**  
**Account Code: A8160**  
**Function: Home and Community Services**

|                           |  | <u>FY 2015-16 Budget</u> |                   |
|---------------------------|--|--------------------------|-------------------|
| <b>Personal Services</b>  |  |                          |                   |
| A.8160.0110               | Salaries   |                          |                   |
|                           | Asst. Superintendent of Public Works (1 @ .10) *       | \$                       | 7,180             |
| A.8160.0130               | Wages  |                          |                   |
|                           | Crew Chief (1)   | 46,099                   |                   |
|                           | Refuse Motor Equipment Operators (5 @ 1.0, 3 @ .67) ** | <u>261,056</u>           | 307,155           |
| A.8160.0140               | Temporary  |                          | 20,000            |
| A.8160.0150               | Overtime   |                          | 18,000            |
| A.8160.0175               | Health Insurance Buyout                                |                          | 2,800             |
|                           | <b>Total Personal Services</b>                         |                          | <u>\$ 355,135</u> |
| <b>Operating Expenses</b> |  |                          |                   |
| A.8160.0410               | Utilities  |                          |                   |
|                           | Nextel for GPS   | \$ 912                   |                   |
|                           | Water/ Sewer   | <u>263</u>               | \$ 1,175          |
| A.8160.0430               | Contracted Services                                    |                          |                   |
|                           | Route Optimization License/Renewal                     | 5,200                    |                   |
|                           | GPS Tracking   | 840                      |                   |
|                           | Tipping Fees (Regular)                                 | 217,000                  |                   |
|                           | Fees (One Drop Off Event)                              | 8,000                    |                   |
|                           | Education/Public Awareness/Ads                         | 4,000                    |                   |
|                           | Employee Uniform Rental                                | 1,800                    |                   |
|                           | Overhead Door Preventative Maint                       | 200                      |                   |
|                           | Annual Fire Alarm Monitoring                           | 360                      |                   |
|                           | Pressure Washer Repair                                 | 600                      |                   |
|                           | Mowing of Closed Landfill                              | <u>5,500</u>             | 243,500           |
| A.8160.0440               | Fees Non Employee                                      |                          |                   |
|                           | Employment Related Testing                             | 900                      |                   |
|                           | Landfill Monitoring Fees                               | <u>13,000</u>            | 13,900            |
| A.8160.0450               | Miscellaneous  |                          |                   |
|                           | Safety Shoes & Equipment                               | 2,000                    |                   |
|                           | Bulk Postage for Tote Bills                            | 2,400                    |                   |
|                           | Safety Training / PESH                                 | 1,800                    |                   |
|                           | Permits & Miscellaneous                                | <u>200</u>               | 6,400             |
| A.8160.0455               | Vehicle Expenses                                       |                          |                   |
|                           | Vehicle Maint.& Repairs                                | 35,000                   |                   |
|                           | Preventive Maintenance                                 | 3,000                    |                   |
|                           | Gas & Diesel Fuels                                     | 38,500                   |                   |
|                           | Side Refuse Bucket (1-2)                               | 4,800                    |                   |
|                           | Cylinder Heads (1-6, 1-8)                              | 14,000                   |                   |
|                           | Insurance  | <u>18,650</u>            | 113,950           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Refuse and Recycling**  
**Account Code: A8160**  
**Function: Home and Community Services**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |                          |
|------------------------|---|---------------------------------|--------------------------|
| 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            | Other Equipment < \$10,000                  |                                 |                          |
|                        | Employee Lockers (9)                        | 2,150                           |                          |
|                        | Hot Water Pressure Washer                   | 3,500                           | 5,650                    |
|                        |   |                                 |                          |
|                        | Total Operating Expenses                    |                                 | <u>\$ 403,825</u>        |
| <br>                   |   |                                 |                          |
| <b>Fringe Benefits</b> |   |                                 |                          |
| A.8160.0810            | New York State Employees' Retirement System |                                 | \$ 58,518                |
| A.8160.0830            | Social Security                             |                                 | 27,167                   |
| A.8160.0840            | Workers Compensation                        |                                 | 50,000                   |
| A.8160.0850            | Health Insurance                            |                                 | 97,336                   |
|                        | Total Fringe Benefits                       |                                 | <u>\$ 233,021</u>        |
| <br>                   |   |                                 |                          |
|                        | <b>TOTAL BUDGET</b>                         |                                 | <u><u>\$ 991,981</u></u> |

\* Split 10% with A.1490, 80% with A.1640

\*\* (3) Split 33% with A.5142

**City of Watertown****Fiscal Year: 2015-16****Department: Miscellaneous****Account Code: A9040, A9050, A9060, A9065, A9070, A9089, A9501, A9512,****Function: General Government Support**

| <u>Budget Summary</u>             | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|-----------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| A9040 Workers' Compensation       | \$ 66,406                          | \$ 52,950                          | \$ 40,000                          | \$ 59,000                          |
| A9050 Unemployment Claims         | 6,451                              | 17,714                             | 7,500                              | 7,500                              |
| A9060 Health Insurance - Retirees | 3,227,839                          | 3,335,795                          | 3,306,014                          | 3,606,340                          |
| A9065 Medicare Part B - Retirees  | 298,534                            | 325,715                            | 351,205                            | 358,116                            |
| A9070 Compensated Absences        | 61,550                             | (77,980)                           | 15,000                             | 15,000                             |
| A9089 Employee Benefits - Other   | 10,053                             | 7,355                              | 5,000                              | 4,750                              |
| A9501 General Liability Reserve   | 75,000                             | 75,000                             | 75,000                             | 75,000                             |
| A9512 Library Fund Transfer       | 1,393,974                          | 1,209,204                          | 1,298,665                          | 1,204,698                          |
| A9945 Transfer to Capital Reserve | 3,100,000                          | -                                  | -                                  | -                                  |
| A9950 Capital Fund Transfer       | 314,481                            | 1,312,295                          | 470,000                            | 908,125                            |
| A9960 Black River Trust Reserve   | <u>10,000</u>                      | <u>10,000</u>                      | <u>10,000</u>                      | <u>10,000</u>                      |
|                                   | <u>\$ 8,564,288</u>                | <u>\$ 6,268,047</u>                | <u>\$ 5,578,384</u>                | <u>\$ 6,248,529</u>                |

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.

A9945 Transfer to Capital Reserve Fund - Represents the transfer to the City's capital reserve fund for future capital equipment purchases and capital projects.

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

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

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Debt Service**  
**Account Code: A9710**  
**Function: Debt Service**

| <u>Budget Summary</u> | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|-----------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Serial Bonds</b>   |                                    |                                    |                                    |                                    |
| A9710.6 Principal     | \$ 2,152,448                       | \$ 2,082,288                       | \$ 2,099,002                       | \$ 2,334,843                       |
| A9710.7 Interest      | <u>610,477</u>                     | <u>561,916</u>                     | <u>514,233</u>                     | <u>751,505</u>                     |
| <b>Total Budget</b>   | <u>\$ 2,762,925</u>                | <u>\$ 2,644,204</u>                | <u>\$ 2,613,235</u>                | <u>\$ 3,086,348</u>                |

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

**OUTSTANDING SERIAL BONDS**

| <u>DATE OF ISSUE /</u><br><u>(INTEREST RATE)</u> | <u>DATE OF</u><br><u>MATURITY</u> | <u>PRINCIPAL</u>    | <u>INTEREST</u>   | <u>TOTAL</u>        | <u>PRINCIPAL</u><br><u>BALANCE AT</u><br><u>END OF FISCAL</u><br><u>YEAR</u> |
|--|-----------------------------------|---------------------|-------------------|---------------------|--|
| 12/1/83 (9.60%)                                  | 12/1/2017                         | \$ 20,000           | \$ 3,840          | \$ 23,840           | \$ 30,000  |
| 5/1/2006 (7.50 - 4.625%)                         | 11/1/2015                         | 25,000              | 579               | 25,579              | -  |
| 2/15/2008 (3.25 - 4.00%)                         | 2/15/2023                         | 223,000             | 47,385            | 270,385             | 1,078,000  |
| 2/11/2009 (2.50 - 3.25%)                         | 9/15/2018                         | 200,500             | 21,293            | 221,793             | 577,500  |
| 6/15/2010 (3.125 - 4.00%)                        | 12/15/2024                        | 91,000              | 22,540            | 113,540             | 617,000  |
| 4/15/2011 A (2.00 - 4.00%)                       | 11/15/2025                        | 130,000             | 58,788            | 188,788             | 1,555,000  |
| 4/15/2011 B (2.00 - 3.75%)                       | 5/15/2020                         | 93,425              | 4,616             | 98,041              | 73,384   |
| 4/15/2011 C (2.00 - 6.00%)                       | 11/15/2022                        | 285,000             | 131,035           | 416,035             | 2,380,000  |
| 6/28/2011 (2.00 - 3.00%)                         | 6/15/2021                         | 169,500             | 26,160            | 195,660             | 702,500  |
| 6/12/2013 (3.00 - 3.50%)                         | 10/15/2027                        | 61,800              | 21,095            | 82,895              | 651,600  |
| 4/10/2014 A (1.50 - 2.75%)                       | 4/1/2024                          | 117,000             | 14,450            | 131,450             | 642,000  |
| 6/18/2014 (1.00 - 2.625%)                        | 11/15/2023                        | 560,618             | 44,724            | 605,342             | 1,776,217  |
| Spring 2015 Serial Bond                          |                                   | <u>358,000</u>      | <u>355,000</u>    | <u>713,000</u>      | <u>10,592,000</u>  |
| <b>TOTAL</b>                                     |                                   | <u>\$ 2,334,843</u> | <u>\$ 751,505</u> | <u>\$ 3,086,348</u> | <u>\$ 20,675,201</u>   |

# WATER FUND

**City of Watertown  
Fiscal Year 2015-16 Budget  
Water Fund Summary**

| <b>Revenues</b>                  | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                  | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| Water Rents                      | \$ 3,206,244        | \$ 3,328,569        | \$ 3,275,000        | \$ 3,320,000        |
| Unmetered Water                  | 10,809              | 8,713               | 11,000              | 10,000              |
| Outside User Fees                | 1,331,556           | 1,407,196           | 1,437,000           | 1,440,000           |
| Water Service Charges            | 108,033             | 78,093              | 75,000              | 75,000              |
| Int. & Pen. On Water Rents       | 57,910              | 57,203              | 60,000              | 60,000              |
| Interest Earnings                | 379                 | 792                 | 500                 | 1,000               |
| Sale of Scrap                    | 9,284               | 7,288               | 5,000               | 8,000               |
| Sale of Equipment                | -                   | 8,225               | -                   | -                   |
| Insurance Recovery               | -                   | 903                 | -                   | -                   |
| Refund of Prior Year Exp.        | -                   | 3,450               | -                   | -                   |
| Premium on Obligations           | -                   | 21,822              | -                   | -                   |
| Unclassified Revenues            | 475                 | 334                 | 1,000               | 1,000               |
| Payment Processing Fees          | 874                 | 2,636               | 2,500               | 2,500               |
| Metered Water Sales Other Funds  | 128,340             | 131,517             | 141,000             | 154,000             |
| Interfund Transfer               | 2,416               | -                   | 1,000               | 1,000               |
| Sub-Total                        | \$ 4,856,320        | \$ 5,056,741        | \$ 5,009,000        | \$ 5,072,500        |
| Appropriated Debt Reserve        | 47,554              | 47,554              | -                   | -                   |
| Appropriated Coagulation Reserve | -                   | 137,126             | -                   | -                   |
| Appropriated Fund Balance        | -                   | -                   | -                   | 168,290             |
| <b>Total Revenues</b>            | <b>\$ 4,903,874</b> | <b>\$ 5,241,421</b> | <b>\$ 5,009,000</b> | <b>\$ 5,240,790</b> |

| <b>Expenditures</b>             | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                 | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| Administration                  | \$ 238,190          | \$ 265,308          | \$ 254,007          | \$ 260,627          |
| Source, Supply, Power & Pumping | 539,020             | 535,276             | 595,030             | 621,775             |
| Water Purification              | 1,562,659           | 1,779,935           | 1,729,172           | 1,936,496           |
| Water Distribution              | 1,159,059           | 1,191,752           | 1,253,874           | 1,276,104           |
| General                         | 674,410             | 793,467             | 572,027             | 299,234             |
| Debt                            | 518,239             | 599,028             | 604,890             | 846,554             |
| <b>Total Expenditures</b>       | <b>\$ 4,691,577</b> | <b>\$ 5,164,766</b> | <b>\$ 5,009,000</b> | <b>\$ 5,240,790</b> |

| <b>Fund Balance</b>                                 |              |              |  |  |
|---|--------------|--------------|--|--|
| Beginning reserve and fund balances                 | \$ 1,087,080 | \$ 1,271,823 |  |  |
| + Revenues  | 4,856,320    | 5,056,741    |  |  |
| - Expenses  | (4,691,577)  | (5,164,766)  |  |  |
| - Transfer to Coagulation Reserve                   | 20,000       | -            |  |  |
| Ending reserve and fund balances                    | \$ 1,271,823 | \$ 1,163,798 |  |  |
| Fund balance reserved for coagulation basin         | (137,117)    | -            |  |  |
| Fund balance reserved for encumbrances              | (161,626)    | (97,868)     |  |  |
| Fund balance appropriated to subsequent fiscal year | (55,000)     | -            |  |  |
| Unreserved un-appropriated fund balance             | \$ 918,080   | \$ 1,065,930 |  |  |

**City of Watertown  
Fiscal Year 2015-16 Budget  
Water Fund Revenue Summary**

|                                    | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                    | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| F2140 Water Rents                  | \$ 3,206,244        | \$ 3,328,569        | \$ 3,275,000        | \$ 3,320,000        |
| F2142 Unmetered Water              | 10,809              | 8,713               | 11,000              | 10,000              |
| F2143 Outside User Fees            | 1,331,556           | 1,407,196           | 1,437,000           | 1,440,000           |
| F2144 Water Srv. Charges           | 108,033             | 78,093              | 75,000              | 75,000              |
| F2148 Int. & Pen. On Water Rents   | 57,910              | 57,203              | 60,000              | 60,000              |
| F2401 Interest Earnings            | 379                 | 792                 | 500                 | 1,000               |
| F2650 Sale of Scrap                | 9,284               | 7,288               | 5,000               | 8,000               |
| F2665 Sale of Equipment            | -                   | 8,225               | -                   | -                   |
| F2680 Insurance Recovery           | -                   | 903                 | -                   | -                   |
| F2701 Refund of Prior Year Expense | -                   | 3,450               | -                   | -                   |
| F2710 Premium on Obligations       | -                   | 21,822              | -                   | -                   |
| F2770 Unclassified Revenues        | 475                 | 334                 | 1,000               | 1,000               |
| F2773 Payment Processing Fees      | 874                 | 2,636               | 2,500               | 2,500               |
| F2830 Metered Water Sales Funds    | 128,340             | 131,517             | 141,000             | 154,000             |
| F5031 Interfund Transfer           | <u>2,416</u>        | <u>-</u>            | <u>1,000</u>        | <u>1,000</u>        |
| <b>Sub-Total</b>                   | 4,856,320           | 5,056,741           | 5,009,000           | 5,072,500           |
| Appropriated Debt Reserve          | 47,554              | 47,554              | -                   | -                   |
| Appropriated Coagulation Reserve   | -                   | 137,126             | -                   | -                   |
| Appropriated Fund Balance          | <u>-</u>            | <u>-</u>            | <u>-</u>            | <u>168,290</u>      |
| <b>Total Revenues</b>              | <u>\$ 4,903,874</u> | <u>\$ 5,241,421</u> | <u>\$ 5,009,000</u> | <u>\$ 5,240,790</u> |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Water Fund**  
**Account Code: Revenues**  
**Function: Revenue Descriptions**

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

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

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

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

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

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

F2650 - Sale of Scrap – Sales of excess scrap.

F2665 – Sale of Equipment – Sales of equipment.

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

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

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

F2773 – 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.

**Fiscal Year:** 2015-16  
**Department:** Water Administration  
**Account Code:** F8310  
**Function:** Water Administration



**Description:** The Water Department administrative staff is responsible for processing water and sewer bills for over 8,500 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the 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 Hydro-electric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

#### **2014-15 Accomplishments:**

- ✓ Continued with the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydro-Electric Plant with Water Department Administration. Continued with the writing of a Departmental Standard Operating Procedure and Policy Handbook.
- ✓ Upgraded the Emergency Response Plan for the Facility.
- ✓ Reduced Administration Staff by one meter reader consistent with the upgrading of the City metering system to “radio read” units.
- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

#### **2015-16 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: 2015-16**  
**Department: Water Administration**  
**Account Code: F8310**  
**Function: Water Administration**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 41,410                          | \$ 42,400                          | \$ 42,238                          | \$ 42,238                          |
| 120 Clerical                          | 40,291                             | 38,997                             | 42,979                             | 45,562                             |
| 130 Wages                             | 42,309                             | 48,988                             | 49,089                             | 37,871                             |
| 140 Temporary                         | 5,847                              | 5,414                              | 5,100                              | 5,100                              |
| 150 Overtime                          | 3,291                              | 10,350                             | 1,600                              | 5,000                              |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 759                                | 1,400                              | 1,400                              | -                                  |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing/Cleaning Allowance       | -                                  | -                                  | -                                  | -                                  |
| <b>Total Personal Services</b>        | <u>\$ 133,907</u>                  | <u>\$ 147,549</u>                  | <u>\$ 142,406</u>                  | <u>\$ 135,771</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Motor Vehicle                     | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | -                                  | -                                  | -                                  |
| <b>Total Equipment</b>                | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 545                             | \$ 395                             | \$ 600                             | \$ 600                             |
| 420 Insurance                         | 7,244                              | 309                                | -                                  | -                                  |
| 430 Contracted Services               | 14,155                             | 17,148                             | 18,927                             | 35,630                             |
| 440 Fees Non Employees                | 2,556                              | 13,827                             | 3,580                              | 2,700                              |
| 450 Miscellaneous                     | 12,990                             | 12,687                             | 15,800                             | 14,900                             |
| 455 Vehicle Expenses                  | 3,125                              | 2,270                              | 2,750                              | 2,450                              |
| 460 Materials and Supplies            | 4,824                              | 3,662                              | 3,225                              | 3,225                              |
| 465 Equipment < \$5,000               | 1,091                              | 1,300                              | -                                  | 500                                |
| <b>Total Operating Expenses</b>       | <u>\$ 46,530</u>                   | <u>\$ 51,598</u>                   | <u>\$ 44,882</u>                   | <u>\$ 60,005</u>                   |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 22,283                          | \$ 28,140                          | \$ 26,578                          | \$ 23,940                          |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 9,823                              | 10,887                             | 10,893                             | 10,386                             |
| 840 Workers' Compensation             | -                                  | -                                  | 100                                | -                                  |
| 850 Health Insurance                  | 25,647                             | 27,134                             | 29,148                             | 30,525                             |
| <b>Total Fringe Benefits</b>          | <u>\$ 57,753</u>                   | <u>\$ 66,161</u>                   | <u>\$ 66,719</u>                   | <u>\$ 64,851</u>                   |
| <b>Department Total</b>               | <u>\$ 238,190</u>                  | <u>\$ 265,308</u>                  | <u>\$ 254,007</u>                  | <u>\$ 260,627</u>                  |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Water Administration**  
**Account Code: F8310**  
**Function: Water Administration**

|                           |   | <u><b>FY 2015-16 Budget</b></u> |                |
|---------------------------|---|---------------------------------|----------------|
| <b>Personal Services</b>  |   |                                 |                |
| F.8310.0110               | Salaries  |                                 |                |
|                           | Superintendent of Water (.50) *                                     | \$                              | 42,238         |
| F.8310.0120               | Clerical  |                                 |                |
|                           | Principal Account Clerk (.5) * *                                    | \$                              | 25,183         |
|                           | Senior Account Clerk Typist (.50) * * *                             | <u>20,379</u>                   | 45,562         |
| F.8310.0130               | Wages   |                                 |                |
|                           | Water Meter Reader (.50) * *  | 18,541                          |                |
|                           | SCADA Technician (.40) * * *  | <u>19,330</u>                   | 37,871         |
| F.8310.0140               | Temporary * *   |                                 | 5,100          |
| F.8310.0150               | Overtime * *  |                                 | <u>5,000</u>   |
|                           | Total Personal Services   | \$                              | <u>135,771</u> |
| <b>Operating Expenses</b> |   |                                 |                |
| F.8310.0410               | Utilities   |                                 |                |
|                           | Cell phones* *  | \$                              | 600            |
| F.8310.0430               | Contracted Services   |                                 |                |
|                           | Office Rental * *   | \$                              | 7,800          |
|                           | Software Support Fees* *  | 4,275                           |                |
|                           | Cartegraph Software Maintenance                                     | 14,275                          |                |
|                           | Merchant Fees * *   | 4,000                           |                |
|                           | Debt Disclosure Filing Fees   | 150                             |                |
|                           | Equipment Repairs* *  | 300                             |                |
|                           | Meter Reading Equipment Repairs* *                                  | 500                             |                |
|                           | Consumer Confidence Report  | 2,700                           |                |
|                           | Federally Mandated Training and Employee Assistance Program * * * * | 730                             |                |
|                           | Equipment Maintenance Contracts* * *                                | <u>900</u>                      | 35,630         |
| F.8310.0440               | Fees  |                                 |                |
|                           | Actuarial Services* *   | 150                             |                |
|                           | Audit Services* *   | <u>2,550</u>                    | 2,700          |
| F.8310.0450               | Miscellaneous   |                                 |                |
|                           | Uniforms, Meter Readers * *   | 500                             |                |
|                           | Membership AWWA   | 1,800                           |                |
|                           | Travel and Training   | 500                             |                |
|                           | Postage*  | 11,000                          |                |
|                           | Postage For Annual Report   | 100                             |                |
|                           | Window Blinds   | 500                             |                |
|                           | Text/Reference Materials  | <u>500</u>                      | 14,900         |
| F.8310.0455               | Vehicle Expenses  |                                 |                |
|                           | Fuel * *  | 925                             |                |
|                           | Maintenance & Repairs * *   | 600                             |                |
|                           | Insurance * *   | <u>925</u>                      | 2,450          |
| F.8310.0460               | Materials and Supplies  |                                 |                |
|                           | Printed Forms, Bills * *  | 2,500                           |                |
|                           | Office Supplies * *   | <u>725</u>                      | 3,225          |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Water Administration**  
**Account Code: F8310**  
**Function: Water Administration**

**FY 2015-16 Budget**

|                        |   |    |                       |
|------------------------|---|----|-----------------------|
| F.8310.0465            | Equipment <\$5,000                          |    |                       |
|                        | Computer                                    |    | <u>500</u>            |
|                        | Total Operating Expenses                    | \$ | <u>60,005</u>         |
| <b>Fringe Benefits</b> |   |    |                       |
| F8310.0810             | New York State Employees' Retirement System | \$ | 23,940                |
| F8310.0830             | Social Security                             |    | 10,386                |
| F8310.0850             | Health Insurance                            |    | <u>30,525</u>         |
|                        | Total Fringe Benefits                       | \$ | <u>64,851</u>         |
|                        | <b>TOTAL BUDGET</b>                         | \$ | <u><u>260,627</u></u> |

\* Split 10% with A.5184, 40% with G.8110

\*\* Split 50% with G.8110

\*\*\* Split 20% with A.5184, 40% with G.8110

\*\*\*\* Split 75% with A.1230, 10% with F.8310, 10% with G.8110, 5% with L.7410

**Fiscal Year:** 2015-16  
**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.

#### **2014-15 Accomplishments:**

- ✓ Completed the first full year of coagulation basin dredging with the newly acquired dredger, and achieved a 5% improvement in sustained performance of the basin as a result.
- ✓ Completed the resurfacing of the downstream face of the coagulation basin high dam.
- ✓ Installed third of four low lift pumps being systematically replaced, and acquired the fourth pump, completing the replacement program.
- ✓ Formulated and initiated a pilot study as a prerequisite to the design of the coagulation basin pH Control Facility.

#### **2015-16 Goals and Objectives:**

- Conduct a pH control pilot study at the coagulation basin.
- Re-establish the dredger's anchoring system and conduct the annual dredging of the coagulation basin.
- Prepare for the installation of fiber optic cable programmed to be accomplished in FY 2016-17.
- Initiate preliminary planning and design for the pH Control Facility to be located near the Coagulation Basin Dosing Station.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Source of Supply, Power and Pumping**  
**Account Code: F8320**  
**Function: Water Operations**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 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               | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Motor Vehicle                     | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 19,246                             | 19,844                             | 21,000                             | -                                  |
| Total Equipment                       | <u>\$ 19,246</u>                   | <u>\$ 19,844</u>                   | <u>\$ 21,000</u>                   | <u>\$ -</u>                        |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 504,141                         | \$ 502,059                         | \$ 525,800                         | \$ 550,800                         |
| 420 Insurance                         | 3,448                              | 3,825                              | 4,130                              | 4,625                              |
| 430 Contracted Services               | 1,710                              | 1,750                              | 14,600                             | 26,050                             |
| 440 Fees Non Employees                | 4,491                              | -                                  | -                                  | -                                  |
| 450 Miscellaneous                     | -                                  | 500                                | -                                  | -                                  |
| 455 Vehicle Expenses                  | -                                  | -                                  | -                                  | -                                  |
| 460 Materials and Supplies            | 2,305                              | 3,866                              | 19,500                             | 20,100                             |
| 465 Equipment < \$5,000               | 3,679                              | 3,432                              | 10,000                             | 20,200                             |
| Total Operating Expenses              | <u>\$ 519,774</u>                  | <u>\$ 515,432</u>                  | <u>\$ 574,030</u>                  | <u>\$ 621,775</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | -                                  | -                                  | -                                  | -                                  |
| 840 Workers' Compensation             | -                                  | -                                  | -                                  | -                                  |
| 850 Health Insurance                  | -                                  | -                                  | -                                  | -                                  |
| Total Fringe Benefits                 | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        | <u>\$ -</u>                        |
| <b>Department Total</b>               | <u><u>\$ 539,020</u></u>           | <u><u>\$ 535,276</u></u>           | <u><u>\$ 595,030</u></u>           | <u><u>\$ 621,775</u></u>           |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Source of Supply, Power and Pumping**  
**Account Code: F8320**  
**Function: Water Operations**

**FY 2015-16 Budget**

**Operating Expenses**

|             |                                       |              |                          |
|-------------|---------------------------------------|--------------|--------------------------|
| F.8320.0410 | Utilities                             |              |                          |
|             | Electric                              | \$ 540,000   |                          |
|             | Natural Gas                           | 10,000       |                          |
|             | Water & Sewer (Town of Pamela)        | <u>800</u>   | \$ 550,800               |
| F.8320.0420 | Insurance                             |              | 4,625                    |
| F.8320.0430 | Contracted Services                   |              |                          |
|             | Maintenance Contracts Generators      | 2,500        |                          |
|             | Pump Repairs                          | 5,000        |                          |
|             | Electric Repairs & Service            | 2,000        |                          |
|             | Boiler Repairs, Maintenance & Service | 2,500        |                          |
|             | Miscellaneous Repairs & Services      | 1,000        |                          |
|             | Propane Tank Rental                   | 400          |                          |
|             | Re-establish Dredge Anchors           | 10,000       |                          |
|             | Port-a-Jon Rentals                    | 650          |                          |
|             | Miscellaneous                         | 1,000        |                          |
|             | Crane Inspection-Annual               | <u>1,000</u> | 26,050                   |
| F.8320.0460 | Materials and Supplies                |              |                          |
|             | Grease and Oil                        | 500          |                          |
|             | Fuel Oil, Generator                   | 2,000        |                          |
|             | Diesel for Dredge                     | 5,000        |                          |
|             | Dredge Repair and Equipment           | 3,600        |                          |
|             | Propane, Small Generator              | 1,000        |                          |
|             | Mechanical Repair Parts               | 3,000        |                          |
|             | Miscellaneous Hardware                | <u>5,000</u> | 20,100                   |
| F.8320.0465 | Other Equipment < \$5,000             |              |                          |
|             | PLC Standardization Equipment         | 6,000        |                          |
|             | Mechanical Equipment & Repair Parts   | 5,000        |                          |
|             | Electronic Equipment & Repair Parts   | 5,000        |                          |
|             | Grundfos DDA 12 & DDA 17 Pumps        | <u>4,200</u> | 20,200                   |
|             | Total Operating Expenses              |              | <u>\$ 621,775</u>        |
|             | <b>TOTAL BUDGET</b>                   |              | <b><u>\$ 621,775</u></b> |

**Fiscal Year:** 2015-16  
**Department:** Water Purification  
**Account Code:** F8330  
**Function:** Water Operations



**Description:** The City's 15 MGD Water Plant purified and delivered more than 1.76 billion gallons of high quality potable water last year. An average of 4.81 million gallons per day (MGD) was processed for domestic and industrial use by the citizens of the City of Watertown, neighbors in the Towns of Watertown, Pamelaia, Leray, Champion, and personnel at Fort Drum in 2014. The plant is staffed with a Chief Operator, five WTP Operators, two Operator Trainees, a Lab Technician, and a four member maintenance crew. This is a 24-hour a day operation, requiring at least one Operator on duty at all times. All but 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.

#### **2014-15 Accomplishments:**

- ✓ Prepared and submitted the Interim Report for the Stage 2 Disinfection Byproducts monitoring of the progress of the implementation of the mandated program. NYSDOH approved of the report's conclusions and recommendations.
- ✓ Hired two Operator Trainees and initiated their orientation and facility training.
- ✓ Licensed a second plant operator in the application of chemicals for proper algae control at the coagulation basin.
- ✓ Continued a comprehensive disinfection byproduct study in the distribution system initiated in May 2012.
- ✓ Participated in the initiation of a comprehensive rewrite of the Water Department's Safety Program.

#### **2015-16 Goals and Objectives:**

- Continue with Stage 2 Disinfection Byproduct sampling.
- Complete the training and license at grade level IIA the two Operator Trainees.
- Obtain IA training and licensing for two plant operators.
- Continue with the comprehensive rewrite of the Safety Program.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Water Purification**  
**Account Code: F8330**  
**Function: Water Operations**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 64,596                          | \$ 60,687                          | \$ 64,402                          | \$ 56,107                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 470,554                            | 538,665                            | 543,290                            | 520,586                            |
| 140 Temporary                         | 1,056                              | -                                  | -                                  | -                                  |
| 150 Overtime                          | 23,303                             | 27,242                             | 26,000                             | 26,000                             |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 8,400                              | 8,400                              | 5,600                              | 2,800                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing/Cleaning Allowance       | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 567,909</u>                  | <u>\$ 634,994</u>                  | <u>\$ 639,292</u>                  | <u>\$ 605,493</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Motor Vehicle                     | \$ -                               | \$ 28,445                          | \$ -                               | \$ 45,000                          |
| 250 Other                             | 13,621                             | -                                  | -                                  | -                                  |
| Total Equipment                       | <u>\$ 13,621</u>                   | <u>\$ 28,445</u>                   | <u>\$ -</u>                        | <u>\$ 45,000</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 264,955                         | \$ 351,703                         | \$ 322,350                         | \$ 367,540                         |
| 420 Insurance                         | 9,351                              | 9,809                              | 10,700                             | 11,100                             |
| 430 Contracted Services               | 45,709                             | 59,920                             | 78,775                             | 52,000                             |
| 440 Fees Non Employees                | 960                                | 1,210                              | 650                                | 1,900                              |
| 450 Miscellaneous                     | 9,176                              | 18,887                             | 15,250                             | 18,200                             |
| 455 Vehicle Expenses                  | 10,064                             | 13,305                             | 12,540                             | 9,250                              |
| 460 Materials and Supplies            | 365,316                            | 360,797                            | 339,400                            | 489,200                            |
| 465 Equipment < \$5,000               | 35,761                             | 16,816                             | 21,395                             | 48,550                             |
| Total Operating Expenses              | <u>\$ 741,292</u>                  | <u>\$ 832,447</u>                  | <u>\$ 801,060</u>                  | <u>\$ 997,740</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 100,179                         | \$ 118,951                         | \$ 119,137                         | \$ 107,008                         |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 42,336                             | 46,902                             | 48,905                             | 46,321                             |
| 840 Workers' Compensation             | -                                  | -                                  | 250                                | -                                  |
| 850 Health Insurance                  | 97,322                             | 118,196                            | 120,528                            | 134,934                            |
| Total Fringe Benefits                 | <u>\$ 239,837</u>                  | <u>\$ 284,049</u>                  | <u>\$ 288,820</u>                  | <u>\$ 288,263</u>                  |
| <b>Department Total</b>               | <u><u>\$ 1,562,659</u></u>         | <u><u>\$ 1,779,935</u></u>         | <u><u>\$ 1,729,172</u></u>         | <u><u>\$ 1,936,496</u></u>         |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Water Purification**  
**Account Code: F8330**  
**Function: Water Operations**

**FY 2015-16 Budget**

**Personal Services**

|             |  |    |                |
|-------------|--|----|----------------|
| F.8330.0110 | Salaries                                       |    |                |
|             | Chief Water Treatment Plant Operator           | \$ | 56,107         |
| F.8330.0130 | Wages  |    |                |
|             | Water Treatment Plant Maintenance Supervisor   | \$ | 51,776         |
|             | Laboratory Technician                          |    | 53,671         |
|             | Water Treatment Plant Maintenance Mechanic (2) |    | 93,558         |
|             | Building Maintenance Worker                    |    | 34,316         |
|             | Water Treatment Plant Operator (7)             |    | 287,265        |
| F.8330.0150 | Overtime                                       |    | 26,000         |
| F.8330.0175 | Health Insurance Buyout                        |    | 2,800          |
|             | Total Personal Services                        | \$ | <u>605,493</u> |

**Equipment**

|             |  |    |               |
|-------------|--|----|---------------|
| F.8330.0230 | Motor Vehicles                           |    |               |
|             | 4x4 Pick-up Truck with Plow and Liftgate | \$ | 45,000        |
|             |  | \$ | <u>45,000</u> |

**Operating Expenses**

|             |   |    |                |
|-------------|---|----|----------------|
| F.8330.0410 | Utilities                                   |    |                |
|             | Sewer Charges                               | \$ | 350,000        |
|             | Natural Gas                                 |    | 15,860         |
|             | Telephone                                   |    | 1,680          |
|             |   | \$ | <u>367,540</u> |
| F.8330.0420 | Insurance                                   |    | 11,100         |
| F.8330.0430 | Contracted Services                         |    |                |
|             | AC Boiler Repair & Maintenance              |    | 2,500          |
|             | Electric Repair & Maintenance               |    | 2,000          |
|             | Equipment Repairs                           |    | 2,000          |
|             | Advertising                                 |    | 300            |
|             | Chemical Testing                            |    | 6,000          |
|             | Stage 2 Sampling Analysis                   |    | 31,000         |
|             | Occupational Tests (hearing, fitting, etc.) |    | 1,500          |
|             | Hazardous Material disposal                 |    | 2,000          |
|             | Equipment Rental                            |    | 1,000          |
|             | AGL -Facility Pk - Cartograph Maintenance   |    | 3,200          |
|             | Inspection of Fire/Intrusion Alarms         |    | 500            |
|             |   |    | <u>52,000</u>  |
| F.8330.0440 | Fees, Non Employee                          |    |                |
|             | Hazardous Material License                  |    | 400            |
|             | Pesticide Business Registration             |    | 900            |
|             | Lab Accreditation Fee                       |    | 600            |
|             |   |    | <u>1,900</u>   |
| F.8330.0450 | Miscellaneous                               |    |                |
|             | Schools, Training, & Textbooks              |    | 7,700          |
|             | Travel Expenses, Operator Training          |    | 7,500          |
|             | Boots, Helmets, Goggles                     |    | 1,500          |
|             | Miscellaneous                               |    | 1,500          |
|             |   |    | <u>18,200</u>  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Water Purification**  
**Account Code: F8330**  
**Function: Water Operations**

|                        |   | <u>FY 2015-16 Budget</u> |                            |
|------------------------|---|--------------------------|----------------------------|
| F.8330.0455            | Vehicle Expenses                            |                          |                            |
|                        | Maintenance & Repairs                       | 3,000                    |                            |
|                        | Fuel  | 3,000                    |                            |
|                        | Insurance                                   | <u>3,250</u>             | 9,250                      |
| F.8330.0460            | Materials and Supplies                      |                          |                            |
|                        | Process Chemicals                           | 467,200                  |                            |
|                        | Materials and Supplies                      | <u>22,000</u>            | 489,200                    |
| F.8330.0465            | Other Equipment <\$5000                     |                          |                            |
|                        | Computer                                    | 1,000                    |                            |
|                        | Repair Parts: Mechanical, Electrical        | 10,000                   |                            |
|                        | Operator's Desk                             | 2,800                    |                            |
|                        | Digital Scanner                             | 1,050                    |                            |
|                        | Flouride Auto (Flow Paced) Controller       | 1,500                    |                            |
|                        | Lab Equipment repair/replacement            | 1,700                    |                            |
|                        | Vacuum Pump                                 | 1,500                    |                            |
|                        | Bench Top pH Meter & Probe                  | 1,400                    |                            |
|                        | Replace PLC's                               | 14,000                   |                            |
|                        | Turbidimeter                                | 8,900                    |                            |
|                        | Weather Station                             | <u>4,700</u>             | 48,550                     |
|                        | Total Operating Expenses                    |                          | <u>\$ 997,740</u>          |
| <br>                   |   |                          |                            |
| <b>Fringe Benefits</b> |   |                          |                            |
| F.8330.0810            | New York State Employees' Retirement System |                          | \$ 107,008                 |
| F.8330.0830            | Social Security                             |                          | 46,321                     |
| F.8330.0850            | Health Insurance                            |                          | <u>134,934</u>             |
|                        | Total Fringe Benefits                       |                          | <u>\$ 288,263</u>          |
| <br>                   |   |                          |                            |
|                        | <b>TOTAL BUDGET</b>                         |                          | <u><u>\$ 1,936,496</u></u> |

## F8330 – Water Purification

### Fiscal Year 2015-16 Vehicles and Equipment



4x4 Pickup Truck with Plow and Lift Gate (2-15): \$45,000

The vehicle being replaced is a 2002 Ford F-350 4x4 with a snow plow and a lift gate and currently has over 48,600 miles on the odometer. The truck is the Water Treatment Plants only snow removal equipment used to maintain the treatment facilities parking and access roads, the parking area at Waterworks Park, the reservoirs at Thompson Park, access road to the coagulation basin and the dosing station on route 3. The vehicle has significant corrosion throughout the vehicles body and frame structure resulting in numerous repairs and replacement to vital components. The vehicle will be replaced with a 4x4 one ton pick-up with a plow and lift gate.



**Fiscal Year:** 2015-16  
**Department:** Transmission and Distribution  
**Account Code:** F8340  
**Function:** Water Operations



**Description:** This departmental unit consists of 15 employees who are responsible for the operation and maintenance of the water distribution network. The system includes 100 miles of water main piping from 4" to 24", 850+ fire hydrants, 2600+ gate valves and 8,500 service lines. These employees make over 1,000 service calls and respond to a significant number of leaks and water main breaks each year. Departmental employees install, repair and replace several water services and 350 to 500 water meters annually. Additionally, these employees install, replace and extend water mains, maintain the two finished water reservoirs, and the 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.

#### **2014-15 Accomplishments:**

- ✓ Participated in the completion of the 16" parallel transmission main to Thompson Park and the design for the water main component of the Proposed Factory Street Reconstruction Project.
- ✓ Replaced 1,078 residential and commercial water meters in FY 13-14, and an additional 1,853 meters in the first six months of FY 14-15. Installed 39 new water services for City customers.
- ✓ Conducted annual distribution flushing program; rebuilt 32 and repaired a further 130 hydrants. Repaired 21 water main breaks in the distribution system (pipes ranging from 4" to 12").
- ✓ Cleaned and performed maintenance on both in ground reservoirs at Thompson Park.

#### **2015-16 Goals and Objectives:**

- Participate in the water main component of the Factory Street Reconstruction Project.
- Participate in the restoration of the elevated storage tank at Thompson Park. Complete the fiber optic cable and video surveillance installation at the Thompson Park Reservoirs.
- Continue with the intensified meter replacement program. Conduct annual distribution flushing program and exercise valves. Replace units as required. Conduct leak survey of the system.
- Install two metered flushing hydrant in strategic locations in the City.
- Participate in the dredging operations of the coagulation basin. Remove dredged river materials from the drying lagoons (dredging operations).

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Transmission and Distribution**  
**Account Code: F8340**  
**Function: Water Operations**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 64,780                          | \$ 66,324                          | \$ 64,585                          | \$ 64,585                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 475,583                            | 482,098                            | 471,081                            | 494,376                            |
| 140 Temporary                         | 4,686                              | 11,986                             | 68,640                             | 36,400                             |
| 150 Overtime                          | 24,240                             | 27,356                             | 25,000                             | 25,000                             |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | -                                  | 2,800                              | 2,800                              | 2,800                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing/Cleaning Allowance       | -                                  | -                                  | -                                  | -                                  |
| <b>Total Personal Services</b>        | <u>\$ 569,289</u>                  | <u>\$ 590,564</u>                  | <u>\$ 632,106</u>                  | <u>\$ 623,161</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Motor Vehicle                     | \$ 25,750                          | \$ 24,881                          | \$ -                               | \$ -                               |
| 250 Other                             | -                                  | 38,330                             | 20,000                             | 86,200                             |
| <b>Total Equipment</b>                | <u>\$ 25,750</u>                   | <u>\$ 63,211</u>                   | <u>\$ 20,000</u>                   | <u>\$ 86,200</u>                   |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 10,683                          | \$ 12,370                          | \$ 13,000                          | \$ 13,120                          |
| 420 Insurance                         | 4,484                              | 4,749                              | 5,200                              | 5,400                              |
| 430 Contracted Services               | 10,160                             | 14,321                             | 35,695                             | 7,035                              |
| 440 Fees Non Employees                | 6,622                              | 6,598                              | 850                                | 950                                |
| 450 Miscellaneous                     | 6,306                              | 4,388                              | 12,250                             | 12,250                             |
| 455 Vehicle Expenses                  | 51,074                             | 66,059                             | 67,500                             | 50,000                             |
| 460 Materials and Supplies            | 28,360                             | 40,357                             | 42,400                             | 46,400                             |
| 465 Equipment < \$5,000               | 130,699                            | 80,299                             | 110,700                            | 112,900                            |
| <b>Total Operating Expenses</b>       | <u>\$ 248,388</u>                  | <u>\$ 229,141</u>                  | <u>\$ 287,595</u>                  | <u>\$ 248,055</u>                  |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 99,953                          | \$ 108,503                         | \$ 120,944                         | \$ 107,550                         |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 41,785                             | 43,231                             | 48,354                             | 47,674                             |
| 840 Workers' Compensation             | 43,003                             | 25,866                             | 13,000                             | 20,000                             |
| 850 Health Insurance                  | 130,891                            | 131,236                            | 131,875                            | 143,464                            |
| <b>Total Fringe Benefits</b>          | <u>\$ 315,632</u>                  | <u>\$ 308,836</u>                  | <u>\$ 314,173</u>                  | <u>\$ 318,688</u>                  |
| <b>Department Total</b>               | <u>\$ 1,159,059</u>                | <u>\$ 1,191,752</u>                | <u>\$ 1,253,874</u>                | <u>\$ 1,276,104</u>                |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Transmission and Distribution**  
**Account Code: F8340**  
**Function: Water Operations**

**FY 2015-16 Budget**

**Personal Services**

|             |  |           |                   |
|-------------|--|-----------|-------------------|
| F.8340.0110 | Salaries                                 |           |                   |
|             | Supervisor Water Dist.Systems            |           | \$ 64,585         |
| F.8340.0130 | Wages                                    |           |                   |
|             | Crew Chief (2)                           | \$ 92,198 |                   |
|             | Engineering Technician                   | 42,718    |                   |
|             | Water Meter Service Mechanic (2 @ .50) * | 42,026    |                   |
|             | Stock Attendant                          | 36,357    |                   |
|             | Motor Equipment Operator (2)             | 80,866    |                   |
|             | Water Maintenance Mechanic (6)           | 200,211   | 494,376           |
| F.8340.0140 | Temporary                                |           | 36,400            |
| F.8340.0150 | Overtime                                 |           | 25,000            |
| F.8340.0175 | Health Insurance Buy-out                 |           | 2,800             |
|             | Total Personal Services                  |           | <u>\$ 623,161</u> |

**Equipment**

|             |   |           |                  |
|-------------|---|-----------|------------------|
| F.8340.0250 | Other Equipment                                     |           |                  |
|             | Wheel Steer Loader                                  | \$ 50,000 |                  |
|             | Automated distribution system flushing hydrants (2) | 36,200    | 86,200           |
|             | Total Equipment                                     |           | <u>\$ 86,200</u> |

**Operating Expenses**

|             |                                |          |           |
|-------------|--------------------------------|----------|-----------|
| F.8340.0410 | Utilities                      |          |           |
|             | Natural Gas                    | \$ 9,620 |           |
|             | Cell Phones                    | 2,300    |           |
|             | Telephone                      | 1,200    | \$ 13,120 |
| F.8340.0420 | Insurance                      |          | 5,400     |
| F.8340.0430 | Contracted Services            |          |           |
|             | Equipment Repair & Maintenance | 1,500    |           |
|             | Equipment Rental               | 600      |           |
|             | Maintenance Contract on Copier | 310      |           |
|             | Facility Maintenance           | 800      |           |
|             | CAD Maintenance Annual Fee     | 1,100    |           |
|             | WaterCad Select Service Fee    | 1,925    |           |
|             | Annual Crane Hoist Inspection  | 400      |           |
|             | Radio Repairs                  | 400      | 7,035     |
| F.8340.0440 | Fees, Non Employee             |          |           |
|             | Random Drug Testing for CDLs   | 600      |           |
|             | Physicals                      | 350      | 950       |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Transmission and Distribution**  
**Account Code: F8340**  
**Function: Water Operations**

|             |                                       | <u>FY 2015-16 Budget</u> |                         |
|-------------|---------------------------------------|--------------------------|-------------------------|
| F.8340.0450 | Miscellaneous                         |                          |                         |
|             | Travel & 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 & Manuals                   | 500                      |                         |
|             |                                       | <hr/>                    | 12,250                  |
| F.8340.0455 | Vehicle Expenses                      |                          |                         |
|             | Fuel & Fluids                         | 21,500                   |                         |
|             | Maintenance & Repairs                 | 15,000                   |                         |
|             | Insurance                             | 13,500                   |                         |
|             |                                       | <hr/>                    | 50,000                  |
| F.8340.0460 | Materials and Supplies                |                          |                         |
|             | Stationary Stores                     | 600                      |                         |
|             | Cleaning & Mechanical Supplies        | 5,800                    |                         |
|             | Maintenance Supplies                  | 7,000                    |                         |
|             | Hand Tools                            | 1,200                    |                         |
|             | Redi-mix Concrete                     | 600                      |                         |
|             | Top Soil                              | 1,200                    |                         |
|             | Crushed Stone                         | 12,000                   |                         |
|             | Black Top-Road Repair & Cold Patch    | 14,000                   |                         |
|             | Fire Hydrant Antifreeze               | 1,000                    |                         |
|             | Facilty Repair Supplies               | 3,000                    |                         |
|             |                                       | <hr/>                    | 46,400                  |
| F.8340.0465 | Other Equipment <\$5000               |                          |                         |
|             | Computer                              | 1,000                    |                         |
|             | Office Chairs                         | 700                      |                         |
|             | Pneumatic Piercing Tool (replacement) | 4,000                    |                         |
|             | LD-9 Leak Survey Tool (replacement)   | 2,300                    |                         |
|             | Fire Hydrants                         | 12,000                   |                         |
|             | OSHA Mandated Equipment               | 1,000                    |                         |
|             | Portable Work Lights                  | 100                      |                         |
|             | Ductile Iron Pipe & Fittings          | 8,000                    |                         |
|             | Gate Valves & 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                    |                         |
|             | Fire Hydrant Repair Parts             | 19,000                   |                         |
|             | Tapping Sleeves, Valves & Saddles     | 4,200                    |                         |
|             | Tools & Accessories                   | 3,000                    |                         |
|             | 2" Electric Pump (Replacement)        | 700                      |                         |
|             | Power Washer (Replacement)            | 2,400                    |                         |
|             |                                       | <hr/>                    | 112,900                 |
|             | Total Operating Expenses              |                          | <hr/> <u>\$ 248,055</u> |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Transmission and Distribution**  
**Account Code: F8340**  
**Function: Water Operations**

|                        |   | <u><b>FY 2015-16 Budget</b></u> |
|------------------------|---|---------------------------------|
| <b>Fringe Benefits</b> |   |                                 |
| F.8340.0810            | New York State Employees' Retirement System | \$ 107,550                      |
| F.8340.0830            | Social Security                             | 47,674                          |
| F.8340.0840            | Workers' Compensation                       | 20,000                          |
| F.8340.0850            | Health Insurance                            | <u>143,464</u>                  |
|                        | Total Fringe Benefits                       | <u>318,688</u>                  |
|                        | <b>TOTAL BUDGET</b>                         | <u><u>\$ 1,276,104</u></u>      |

\* Split 50% with G.8120

F8340 – Transmission and Distribution

Fiscal Year 2015-16  
Vehicles and Equipment



Wheel Steer Loader:

\$50,000

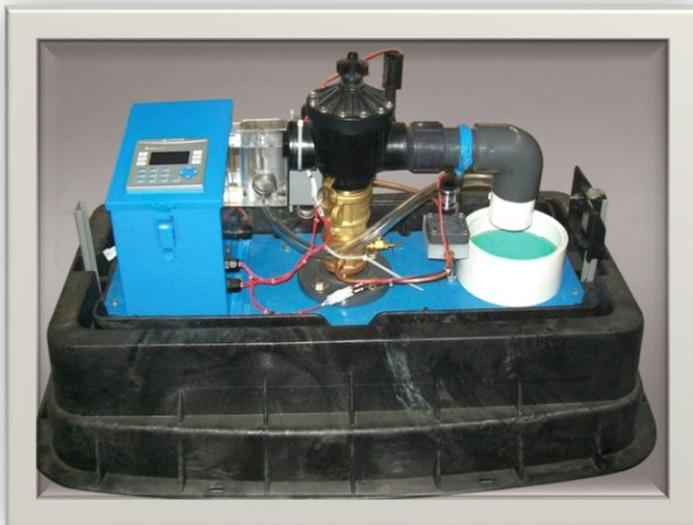


This is a new acquisition. The Wheel Steer Loader is a versatile utility vehicle that would have multiple applications throughout the calendar year. It would be ideal for yard loading of pipes, large valves, and other equipment for water main maintenance and repairs. Its principle usefulness will be in fire hydrant snow clearing (some 860

hydrants in the City's Distribution System). Currently, this is done in a labor intensive, hand shoveling manner in the most adverse of weather conditions. It is inefficient. The sizing and maneuverability of this type of vehicle is ideally suited for this particular application.

Automatic distribution system flushing hydrants (2)

\$36,200



In October 2013 the new Stage II Disinfection By-Products Rule went into effect. This placed more strict requirements upon Water Distribution Systems Operators. The south west quadrant of the City's water distribution system is stressed by low demand for water resulting in high water detention times in the water mains. Long detention times adversely impact our abilities to abide by the newly imposed standards. Flushing hydrants are a most cost effective mechanism to employ that directly addresses long detention times in pipes.

**City of Watertown****Fiscal Year: 2015-16****Department: Miscellaneous****Account Code: F1950, F1990, F9040, F9050, F9060, F9061, F9065, F9070, F9089, F9501, F9930, F9950****Function: Government Support**

|                                      | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                      | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| F1950 Taxes on Real Property         | \$ 718            | \$ 710            | \$ 750            | \$ 825            |
| F1990 Contingency                    | -                 | -                 | 85,296            | 40,000            |
| F9040 Workers' Compensation          | 3,653             | 2,270             | 3,500             | 3,500             |
| F9050 Unemployment Claims            | -                 | 3,177             | -                 | -                 |
| F9060 Health Insurance - Retirees    | 117,166           | 120,385           | 120,381           | 142,917           |
| F9061 Other Post Employment Benefits | 338,244           | 340,224           | -                 | -                 |
| F9065 Health Insurance Part B        | 8,657             | 10,070            | 10,700            | 14,692            |
| F9070 Compensated Absences           | 1,890             | 5,911             | 2,000             | 2,000             |
| F9089 Employee Benefits - Other      | 1,040             | 569               | 400               | 300               |
| F9501 General Liability Reserve      | 15,000            | 15,000            | 15,000            | 15,000            |
| F9930 Coagulation Basin Reserve      | 20,000            | -                 | -                 | -                 |
| F9950 Transfer to Capital Fund       | <u>168,042</u>    | <u>295,151</u>    | <u>334,000</u>    | <u>80,000</u>     |
| Total Budget                         | <u>\$ 674,410</u> | <u>\$ 793,467</u> | <u>\$ 572,027</u> | <u>\$ 299,234</u> |

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

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Debt Service**  
**Account Code: F9710**  
**Function: Debt Service**

|                     | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|---------------------|-------------------|-------------------|-------------------|-------------------|
|                     | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| <b>Serial Bonds</b> |                   |                   |                   |                   |
| F9710.6 Principal   | \$ 400,450        | \$ 476,609        | \$ 482,572        | \$ 670,610        |
| F9710.7 Interest    | <u>117,789</u>    | <u>122,419</u>    | <u>122,318</u>    | <u>175,944</u>    |
| <b>Total Budget</b> | <u>\$ 518,239</u> | <u>\$ 599,028</u> | <u>\$ 604,890</u> | <u>\$ 846,554</u> |

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

**OUTSTANDING SERIAL BONDS**

| <u>DATE OF ISSUE /</u><br><u>(INTEREST RATES)</u> | <u>DATE OF</u><br><u>MATURITY</u> | <u>PRINCIPAL</u>  | <u>INTEREST</u>   | <u>TOTAL</u>      | <u>PRINCIPAL</u><br><u>BALANCE AT</u><br><u>END OF FISCAL</u><br><u>YEAR</u> |
|---|-----------------------------------|-------------------|-------------------|-------------------|--|
| 5/15/2002 (4.00 - 5.00%)                          | 5/15/2020                         | \$ 4,500          | \$ 342            | \$ 4,842          | \$ 2,750   |
| 2/15/2008 (3.25 - 4.00%)                          | 2/15/2023                         | 147,000           | 36,413            | 183,413           | 851,000  |
| 2/11/2009 (2.50 - 3.25%)                          | 9/15/2018                         | 43,000            | 4,730             | 47,730            | 129,000  |
| 6/15/2010 (3.125 - 4.00%)                         | 12/15/2024                        | 14,000            | 5,052             | 19,052            | 138,000  |
| 4/15/2011 B (2.00 - 3.75%)                        | 5/15/2020                         | 21,200            | 2,732             | 23,932            | 67,068   |
| 6/28/2011 (2.00 - 3.00%)                          | 6/15/2021                         | 55,500            | 6,840             | 62,340            | 172,500  |
| 6/22/2013 (3.00 - 3.50%)                          | 10/15/2022                        | 63,200            | 19,313            | 82,513            | 598,400  |
| 4/10/2014 A (1.50 - 2.75%)                        | 4/1/2024                          | 33,000            | 5,802             | 38,802            | 258,000  |
| 6/18/2014 (1.00 - 2.00%)                          | 11/15/2020                        | 104,210           | 12,720            | 116,930           | 540,609  |
| Spring 2015 Serial Bond                           |                                   | <u>185,000</u>    | <u>82,000</u>     | <u>267,000</u>    | <u>2,435,000</u>   |
| <b>TOTAL</b>                                      |                                   | <u>\$ 670,610</u> | <u>\$ 175,944</u> | <u>\$ 846,554</u> | <u>\$ 5,192,327</u>  |

# SEWER FUND

**City of Watertown  
Fiscal Year 2015-16 Budget  
Sewer Fund Summary**

| <b>Revenues</b>                     | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                     | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| Sewer Rents                         | \$ 2,474,574        | \$ 2,414,606        | \$ 2,520,000        | \$ 2,585,000        |
| Sewer Charges                       | 784,253             | 648,422             | 714,000             | 651,000             |
| Interest & Penalties on Sewer Rents | 49,811              | 51,301              | 50,000              | 55,000              |
| Sewer Rents - Governments           | 1,622,979           | 1,658,158           | 1,870,300           | 2,350,000           |
| Interest Earnings                   | 2,058               | 562                 | 1,500               | 1,000               |
| Permit Fees                         | 20,000              | 19,000              | 20,000              | 20,000              |
| Sale of Scrap                       | 13,958              | 2,193               | 2,000               | 2,000               |
| Sale of Equipment                   | 1,150               | 1,160               | 1,000               | 1,000               |
| Insurance Recoveries                | 15,905              | 903                 | -                   | -                   |
| Refund of Prior Year Expenses       | -                   | 23                  | -                   | -                   |
| Premium on Obligations              | -                   | 26,243              | -                   | -                   |
| Payment Processing Fees             | 874                 | 2,635               | 2,500               | 2,500               |
| Interfund Revenues                  | 268,926             | 358,521             | 340,200             | 374,000             |
| State Aid Workers' Compensation     | -                   | 133                 | -                   | -                   |
| State Aid CHIPs                     | 1,113               | 3,088               | -                   | -                   |
| Interfund Transfers                 | -                   | -                   | 1,000               | 1,000               |
| <b>Sub-Total</b>                    | <b>\$ 5,255,601</b> | <b>\$ 5,186,948</b> | <b>\$ 5,522,500</b> | <b>\$ 6,042,500</b> |
| Appropriated Debt Reserves          | 40,197              | 11,853              | 11,578              | 2,340               |
| Appropriated Fund Balance           | 690,451             | 117,112             | 40,074              | 178,053             |
| <b>Total Revenues</b>               | <b>\$ 5,986,249</b> | <b>\$ 5,315,913</b> | <b>\$ 5,574,152</b> | <b>\$ 6,222,893</b> |

| <b>Expenditures</b>       | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|---------------------------|---------------------|---------------------|---------------------|---------------------|
|                           | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| Administration            | \$ 215,640          | \$ 247,473          | \$ 235,489          | \$ 243,405          |
| Sanitary Sewer            | 467,539             | 405,749             | 477,790             | 448,807             |
| Sewage Treatment          | 3,440,151           | 3,207,491           | 3,644,528           | 3,945,782           |
| General                   | 1,280,876           | 845,154             | 261,618             | 292,542             |
| Debt                      | 582,043             | 610,046             | 954,727             | 1,292,357           |
| <b>Total Expenditures</b> | <b>\$ 5,986,249</b> | <b>\$ 5,315,913</b> | <b>\$ 5,574,152</b> | <b>\$ 6,222,893</b> |

**Fund Balance:**

|   |                     |                     |
|---|---------------------|---------------------|
| Beginning reserve and fund balances                 | \$ 2,168,920        | \$ 1,438,272        |
| + Revenues  | 5,255,601           | 5,186,948           |
| - Expenses  | (5,986,249)         | (5,315,913)         |
| Ending reserve and fund balances                    | \$ 1,438,272        | \$ 1,309,307        |
| Fund balance reserved for debt                      | (25,761)            | (13,913)            |
| Fund balance reserved for encumbrances              | (68,150)            | (75,098)            |
| Fund balance appropriated to subsequent fiscal year | (167,298)           | (40,074)            |
| Unreserved un-appropriated fund balance             | <u>\$ 1,177,063</u> | <u>\$ 1,180,222</u> |

**City of Watertown  
Fiscal Year 2015-16 Budget  
Sewer Fund Revenue Summary**

|                                  | <b>FY 2012-13</b>   | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                  | <b>Actual</b>       | <b>Actual</b>       | <b>Budget</b>       | <b>Budget</b>       |
| G2120 Sewer Rents                | \$ 2,474,574        | \$ 2,414,606        | \$ 2,520,000        | \$ 2,585,000        |
| G2122 Sewer Charges              | 784,253             | 648,422             | 714,000             | 651,000             |
| G2128 Int. & Pen. On Sewer Rents | 49,811              | 51,301              | 50,000              | 55,000              |
| G2370 Sewer Rents - Governments  | 1,622,979           | 1,658,158           | 1,870,300           | 2,350,000           |
| G2401 Interest Earnings          | 2,058               | 562                 | 1,500               | 1,000               |
| G2590 Permit Fees                | 20,000              | 19,000              | 20,000              | 20,000              |
| G2650 Sale of Scrap              | 13,958              | 2,193               | 2,000               | 2,000               |
| G2665 Sale of Equipment          | 1,150               | 1,160               | 1,000               | 1,000               |
| G2680 Insurance Recoveries       | 15,905              | 903                 | -                   | -                   |
| G2701 Refund of Prior Year Exp   | -                   | 23                  | -                   | -                   |
| G2710 Premium on Obligations     | -                   | 26,243              | -                   | -                   |
| G2773 Payment Processing Fees    | 874                 | 2,635               | 2,500               | 2,500               |
| G2810 Interfund Revenues         | 268,926             | 358,521             | 340,200             | 374,000             |
| G3089 State Aid Workers' Comp    | -                   | 133                 | -                   | -                   |
| G3501 CHIPs                      | 1,113               | 3,088               | -                   | -                   |
| G5031 Interfund Transfers        | -                   | -                   | 1,000               | 1,000               |
| <b>Sub-Total</b>                 | <u>5,255,601</u>    | <u>5,186,948</u>    | <u>5,522,500</u>    | <u>6,042,500</u>    |
| Appropriated Debt Reserves       | 40,197              | 11,853              | 11,578              | 2,340               |
| Appropriated Fund Balance        | <u>690,451</u>      | <u>117,112</u>      | <u>40,074</u>       | <u>178,053</u>      |
| <b>Total Revenues</b>            | <u>\$ 5,986,249</u> | <u>\$ 5,315,913</u> | <u>\$ 5,574,152</u> | <u>\$ 6,222,893</u> |

**City of Watertown**

**Fiscal Year: 2015-16**

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

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

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

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

G2665 – Sale of Equipment – Sales of equipment.

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

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

G2773 – 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 worker's compensation expenses incurred by the City.

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

G5031- Interfund Transfers – Transfers from other funds.

**Fiscal Year:** 2015-16  
**Department:** Sewer Administration  
**Account Code:** G8110  
**Function:** Sewer Administration



**Description:** The Water Department administrative staff is responsible for processing water and sewer bills for over 8,500 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the 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 two Meter Readers. 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 Hydro-electric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

#### **2014-15 Accomplishments:**

- ✓ Continued with the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydro-Electric Plant with Water Department Administration. Continued with the writing of a Departmental Standard Operating Procedure and Policy Handbook.
- ✓ Upgraded the Emergency Response Plan for the Facility.
- ✓ Reduced Administration Staff by one meter reader consistent with the upgrading of the City metering system to “radio read” units.
- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

#### **2015-16 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: 2015-16**  
**Department: Sewer Administration**  
**Account Code: G8110**  
**Function: Sewer Administration**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                       | <u>Actual</u>     | <u>Actual</u>     | <u>Budget</u>     | <u>Budget</u>     |
| <b>Personal Services</b>              |                   |                   |                   |                   |
| 110 Salaries                          | \$ 33,128         | \$ 33,920         | \$ 33,790         | \$ 33,790         |
| 120 Clerical                          | 40,291            | 38,997            | 42,979            | 45,562            |
| 130 Wages                             | 42,308            | 48,988            | 49,089            | 37,871            |
| 140 Temporary                         | 5,847             | 5,415             | 5,100             | 5,100             |
| 150 Overtime                          | 3,291             | 10,193            | 1,600             | 5,000             |
| 155 Holiday Pay                       | -                 | -                 | -                 | -                 |
| 160 Out of Rank                       | -                 | -                 | -                 | -                 |
| 170 Out of Code                       | -                 | -                 | -                 | -                 |
| 175 Health Insurance Buyout           | 759               | 1,400             | 1,400             | -                 |
| 180 Roll Call Pay                     | -                 | -                 | -                 | -                 |
| 185 On Call Pay                       | -                 | -                 | -                 | -                 |
| 190 EMT Incentive                     | -                 | -                 | -                 | -                 |
| 195 Clothing/Cleaning Allowance       | -                 | -                 | -                 | -                 |
| Total Personal Services               | <u>\$ 125,624</u> | <u>\$ 138,913</u> | <u>\$ 133,958</u> | <u>\$ 127,323</u> |
| <b>Equipment</b>                      |                   |                   |                   |                   |
| 230 Motor Vehicle                     | \$ -              | \$ -              | \$ -              | \$ -              |
| 250 Other                             | -                 | -                 | -                 | -                 |
| Total Equipment                       | <u>\$ -</u>       | <u>\$ -</u>       | <u>\$ -</u>       | <u>\$ -</u>       |
| <b>Operating Expenses</b>             |                   |                   |                   |                   |
| 410 Utilities                         | \$ 539            | \$ 393            | \$ 600            | \$ 600            |
| 420 Insurance                         | 254               | 309               | -                 | -                 |
| 430 Contracted Services               | 14,507            | 15,557            | 17,327            | 33,805            |
| 440 Fees Non Employees                | 2,556             | 12,961            | 3,580             | 2,700             |
| 450 Miscellaneous                     | 10,208            | 10,647            | 11,000            | 11,500            |
| 455 Vehicle Expenses                  | 3,125             | 2,974             | 2,750             | 2,450             |
| 460 Materials and Supplies            | 1,779             | 2,020             | 3,225             | 3,225             |
| 465 Equipment < \$5,000               | 392               | 1,098             | -                 | 500               |
| Total Operating Expenses              | <u>\$ 33,360</u>  | <u>\$ 45,959</u>  | <u>\$ 38,482</u>  | <u>\$ 54,780</u>  |
| <b>Fringe Benefits</b>                |                   |                   |                   |                   |
| 810 NYS Employees' Retirement System  | \$ 23,099         | \$ 26,576         | \$ 24,905         | \$ 22,352         |
| 820 NYS Police/Fire Retirement System | -                 | -                 | -                 | -                 |
| 830 Social Security                   | 9,205             | 10,242            | 10,247            | 9,740             |
| 840 Workers' Compensation             | -                 | -                 | 100               | 100               |
| 850 Health Insurance                  | 24,352            | 25,783            | 27,797            | 29,110            |
| Total Fringe Benefits                 | <u>\$ 56,656</u>  | <u>\$ 62,601</u>  | <u>\$ 63,049</u>  | <u>\$ 61,302</u>  |
| <b>Department Total</b>               | <u>\$ 215,640</u> | <u>\$ 247,473</u> | <u>\$ 235,489</u> | <u>\$ 243,405</u> |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Sewer Administration**  
**Account Code: G8110**  
**Function: Sewer Administration**

|                               |   | <u><b>FY 2015-16 Budget</b></u> |                |
|-------------------------------|---|---------------------------------|----------------|
| <b>Personal Services</b>      |   |                                 |                |
| G.8110.0110                   | Salaries  |                                 |                |
|                               | Superintendent of Water (.40) *                                     | \$                              | 33,790         |
| G.8110.0120                   | Clerical  |                                 |                |
|                               | Principal Account Clerk (.50) **                                    | \$                              | 25,183         |
|                               | Sr. Account Clerk Typist (.50) **                                   | <u>20,379</u>                   | 45,562         |
| G.8110.0130                   | Wages   |                                 |                |
|                               | Water Meter Reader (.5) **  | 18,541                          |                |
|                               | SCADA Technician (.40) ***  | <u>19,330</u>                   | 37,871         |
| G.8110.0140                   | Temporary *   |                                 | 5,100          |
| G.8110.0150                   | Overtime *  |                                 | <u>5,000</u>   |
|                               | Total Personal Services   | <u>\$</u>                       | <u>127,323</u> |
| <br><b>Operating Expenses</b> |   |                                 |                |
| G.8110.0410                   | Utilities   |                                 |                |
|                               | Telephones **   | \$                              | 600            |
| G.8110.0430                   | Contracted Services   |                                 |                |
|                               | Office Rental **  | \$                              | 7,800          |
|                               | Software Support Fees**   | 4,275                           |                |
|                               | Cartegraph Software Maintenance                                     | 14,275                          |                |
|                               | Equipment Repairs**   | 300                             |                |
|                               | Meter Reading Equipment Repairs **                                  | 500                             |                |
|                               | Merchant Fees **  | 3,500                           |                |
|                               | Debt Disclosure Filing Fees **                                      | 325                             |                |
|                               | Fee for Paying Agent  | 1,200                           |                |
|                               | Federally Mandated Training and Employee Assistance Program * * * * | 730                             |                |
|                               | Equipment Maintenance Contracts **                                  | <u>900</u>                      | 33,805         |
| G.8110.0440                   | Fees, Non Employee  |                                 |                |
|                               | Actuarial Fees **   | 150                             |                |
|                               | Audit Services **   | <u>2,550</u>                    | 2,700          |
| G.8110.0450                   | Miscellaneous   |                                 |                |
|                               | Uniforms, Meter Readers **  | 500                             |                |
|                               | Postage Expenses **   | <u>11,000</u>                   | 11,500         |
| G.8110.0455                   | Vehicle Expenses  |                                 |                |
|                               | Fuel **   | 925                             |                |
|                               | Maintenance & Repairs **  | 600                             |                |
|                               | Insurance **  | <u>925</u>                      | 2,450          |
| G.8110.0460                   | Materials and Supplies  |                                 |                |
|                               | Printed Forms, Bills **   | 2,500                           |                |
|                               | Office Supplies **  | <u>725</u>                      | 3,225          |
| G.8110.0465                   | Equipment < \$5,000   |                                 |                |
|                               | Computer  |                                 | <u>500</u>     |
|                               | Total Operating Expenses  | <u>\$</u>                       | <u>54,780</u>  |

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Sewer Administration**  
**Account Code: G8110**  
**Function: Sewer Administration**

**FY 2015-16 Budget**

**Fringe Benefits**

|             |   |    |               |
|-------------|---|----|---------------|
| G.8110.0810 | New York State Employees' Retirement System | \$ | 22,352        |
| G.8110.0830 | Social Security                             |    | 9,740         |
| G.8110.0840 | Workers' Compensation                       |    | 100           |
| G.8110.0850 | Health Insurance                            |    | <u>29,110</u> |
|             | Total Fringe Benefits                       | \$ | <u>61,302</u> |

**TOTAL BUDGET**

\$ 243,405

\* Split 10% with A.5184, 50% with F.8310

\* \* Split 50% with F.8310

\* \* \* Split 20% with A.5184, 40% with F.8310

**Fiscal Year:** 2015-16  
**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 2014, the DPW Sewer Crew responded to 1,380 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.

#### **2014-15 Accomplishments:**

- ✓ Cleaned 16,606 feet of main line sewers and televised 11,525 feet of main line sewers.
- ✓ Performed 73 sanitary sewer lateral inspections and completed repairs to 23 laterals with structural deficiencies within the right-of-way.
- ✓ Excavated and repaired 8 sewer main defects identified through maintenance inspections.

#### **2015-16 Goals and Objectives:**

- Replace a 210' section of deficient 12" sanitary sewer on Mechanic Street in advance of the Factory Street reconstruction project.
- Assist the City Engineering Department with obtaining field data on sewer infrastructure for future Capital Projects. Continue to report on maintenance issues encountered during routine inspections.
- Implement tablet devices into the sewer crew for use in performing utility stakeouts, recording data from sewer structure inspections and documenting repairs in the field. The tablets will access data from the City wide GIS database as well as input data into the Cartegraph work management program.
- Complete the right-of-way clearing and pipe inspection of the North Side Trunk Sewer between Bradley Street and Leray Street.

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Sanitary Sewer**  
**Account Code: G8120**  
**Function: Sewer Operations**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u>        | <u>FY 2013-14</u>        | <u>FY 2014-15</u>        | <u>FY 2015-16</u>        |
|---------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                       | <u>Actual</u>            | <u>Actual</u>            | <u>Budget</u>            | <u>Budget</u>            |
| <b>Personal Services</b>              |                          |                          |                          |                          |
| 110 Salaries                          | \$ 31,342                | \$ 32,195                | \$ 31,248                | \$ 31,248                |
| 120 Clerical                          | -                        | -                        | -                        | -                        |
| 130 Wages                             | 149,633                  | 159,637                  | 162,219                  | 170,534                  |
| 140 Temporary                         | -                        | -                        | -                        | -                        |
| 150 Overtime                          | 6,867                    | 3,895                    | 7,000                    | 7,000                    |
| 155 Holiday Pay                       | -                        | -                        | -                        | -                        |
| 160 Out of Rank                       | -                        | -                        | -                        | -                        |
| 170 Out of Code                       | -                        | -                        | -                        | -                        |
| 175 Health Insurance Buyout           | -                        | -                        | -                        | 4,300                    |
| 180 Roll Call Pay                     | -                        | -                        | -                        | -                        |
| 185 On Call Pay                       | -                        | -                        | -                        | -                        |
| 190 EMT Incentive                     | -                        | -                        | -                        | -                        |
| 195 Clothing/Cleaning Allowance       | -                        | -                        | -                        | -                        |
| Total Personal Services               | <u>\$ 187,842</u>        | <u>\$ 195,727</u>        | <u>\$ 200,467</u>        | <u>\$ 213,082</u>        |
| <b>Equipment</b>                      |                          |                          |                          |                          |
| 230 Motor Vehicle                     | \$ 12,395                | \$ -                     | \$ 38,000                | \$ -                     |
| 250 Other                             | -                        | -                        | -                        | -                        |
| Total Equipment                       | <u>\$ 12,395</u>         | <u>\$ -</u>              | <u>\$ 38,000</u>         | <u>\$ -</u>              |
| <b>Operating Expenses</b>             |                          |                          |                          |                          |
| 410 Utilities                         | \$ 409                   | \$ 361                   | \$ 429                   | \$ 969                   |
| 420 Insurance                         | 2,592                    | 2,580                    | 2,596                    | 2,775                    |
| 430 Contracted Services               | 8,432                    | 5,488                    | 17,536                   | 16,760                   |
| 440 Fees Non Employees                | 100                      | 245                      | 300                      | 300                      |
| 450 Miscellaneous                     | 3,960                    | 3,440                    | 5,780                    | 6,210                    |
| 455 Vehicle Expenses                  | 60,774                   | 45,571                   | 60,411                   | 63,500                   |
| 460 Materials and Supplies            | 29,394                   | 31,367                   | 36,250                   | 36,250                   |
| 465 Equipment < \$5,000               | 62,933                   | 10,106                   | 9,650                    | 7,450                    |
| Total Operating Expenses              | <u>\$ 168,594</u>        | <u>\$ 99,158</u>         | <u>\$ 132,952</u>        | <u>\$ 134,214</u>        |
| <b>Fringe Benefits</b>                |                          |                          |                          |                          |
| 810 NYS Employees' Retirement System  | \$ 34,023                | \$ 35,985                | \$ 38,018                | \$ 38,367                |
| 820 NYS Police/Fire Retirement System | -                        | -                        | -                        | -                        |
| 830 Social Security                   | 13,816                   | 14,245                   | 15,334                   | 16,302                   |
| 840 Workers' Compensation             | 80                       | 637                      | 500                      | 500                      |
| 850 Health Insurance                  | 50,789                   | 59,997                   | 52,519                   | 46,342                   |
| Total Fringe Benefits                 | <u>\$ 98,708</u>         | <u>\$ 110,864</u>        | <u>\$ 106,371</u>        | <u>\$ 101,511</u>        |
| <b>Department Total</b>               | <u><u>\$ 467,539</u></u> | <u><u>\$ 405,749</u></u> | <u><u>\$ 477,790</u></u> | <u><u>\$ 448,807</u></u> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Sanitary Sewer**  
**Account Code: G8120**  
**Function: Sewer Operations**

**FY 2015-16 Budget**

**Personal Services**

|             |  |           |                   |
|-------------|--|-----------|-------------------|
| G.8120.0110 | Salaries                                   |           |                   |
|             | Sewer Maintenance Supervisor (.50) *       |           | \$ 31,248         |
| G.8120.0130 | Wages                                      |           |                   |
|             | Crew Chief (1 @ .67) **                    | \$ 30,886 |                   |
|             | Water Meter Service Mechanic (2 @ .50) *** | 42,026    |                   |
|             | Motor Equipment Oper. (3 @ .67) **         | 78,456    |                   |
|             | Municipal Worker I (1 @ .67) **            | 19,166    | 170,534           |
| G.8120.0150 | Overtime                                   |           | 7,000             |
| G.8120.0175 | Health Insurance Buyout                    |           | 4,300             |
|             | Total Personal Services                    |           | <u>\$ 213,082</u> |

**Operating Expenses**

|             |                                  |        |        |
|-------------|----------------------------------|--------|--------|
| G.8120.0410 | Utilities                        |        |        |
|             | Wireless Networking *            | \$ 169 |        |
|             | Verizon Cellular Phone *         | 80     |        |
|             | Aircard for GPS and Tablets *    | 720    | \$ 969 |
| G.8120.0420 | Insurance                        |        | 2,775  |
| G.8120.0430 | Contracted Services              |        |        |
|             | GPS Tracking                     | 120    |        |
|             | Recertify Safety Equipment *     | 500    |        |
|             | Chemical Root Control            | 6,000  |        |
|             | Material Disposal                | 4,000  |        |
|             | Camera Software Maintenance *    | 900    |        |
|             | Cartegraph annual license        | 740    |        |
|             | Camera Equipment Repair *        | 1,500  |        |
|             | Small Equipment Repair           | 3,000  | 16,760 |
| G.8120.0440 | Fees, Non Employee               |        |        |
|             | Employment Related Testing       |        | 300    |
| 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  |
| G.8120.0455 | Vehicle Expenses                 |        |        |
|             | Maintenance & Repairs            | 24,000 |        |
|             | Preventive Maintenance           | 5,500  |        |
|             | Backhoe Rear Tires (2) (1-70)    | 2,500  |        |
|             | Cab Shield (1-51)                | 3,000  |        |
|             | Fuel                             | 17,600 |        |
|             | Insurance                        | 10,900 | 63,500 |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Sanitary Sewer**  
**Account Code: G8120**  
**Function: Sewer Operations**

|                        |  | <u>FY 2015-16 Budget</u> |                          |
|------------------------|--|--------------------------|--------------------------|
| G.8120.0460            | Materials and Supplies                         |                          |                          |
|                        | Manholes                                       | 3,000                    |                          |
|                        | Manhole Frames & Covers                        | 4,000                    |                          |
|                        | Piping and Pipe Fittings                       | 9,000                    |                          |
|                        | Crusher Run and Related Materials              | 7,000                    |                          |
|                        | Asphalt Road Patching Products                 | 2,500                    |                          |
|                        | Sewer Camera Supplies *                        | 1,500                    |                          |
|                        | Sewer Vac Hose,500LF *                         | 750                      |                          |
|                        | Replacement Sewer Cleaning Tools               | 2,500                    |                          |
|                        | Residential Lateral Repair Program             | 2,500                    |                          |
|                        | Work Zone Safety Devices                       | 500                      |                          |
|                        | Miscellaneous Supplies                         | 3,000                    |                          |
|                        |  |                          | <u>36,250</u>            |
| G.8120.0465            | Other Equipment < \$5,000                      |                          |                          |
|                        | Replacement Sewer Bypass Plugs                 | 1,200                    |                          |
|                        | Field Computer                                 | 3,500                    |                          |
|                        | Sullivan Compressor Upper Panel & Doors (1-98) | 2,750                    |                          |
|                        |  |                          | <u>7,450</u>             |
|                        | Total Operating Expenses                       |                          | <u>\$ 134,214</u>        |
| <br>                   |  |                          |                          |
| <b>Fringe Benefits</b> |  |                          |                          |
| G.8120.0810            | New York State Employees' Retirement System    | \$                       | 38,367                   |
| G.8120.0830            | Social Security                                |                          | 16,302                   |
| G.8120.0840            | Workers' Compensation                          |                          | 500                      |
| G.8120.0850            | Health Insurance                               |                          | 46,342                   |
|                        | Total Fringe Benefits                          | \$                       | <u>101,511</u>           |
| <br>                   |  |                          |                          |
|                        | <b>TOTAL BUDGET</b>                            |                          | <u><u>\$ 448,807</u></u> |

\* Split 50% with A.8140

\*\* Split 33% with A.5142

\*\*\* Split 50% with F.8340

**Fiscal Year:** 2015-16  
**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 2014 the facility treated an average 13.0 MGD and removed 8,912 tons of total solids from the waste stream. The facility operates 24 hours per day, 7 days per week, and is staffed with 18 City employees (16 of which are certified by the NYS Department of Environmental Conservation).

#### **2014-15 Accomplishments:**

- ✓ Successfully modified the City / NYSERDA contract for the design of the Sewage Sludge Modification Facility, Phase 1A, and completed the design phase.
- ✓ Completed and took operational control of the NYSDEC mandated Disinfection Facility.
- ✓ Replaced one trickling filter lift pump and one recirculation pump in the facility's pump station (third set of four sets to be systematically replaced).
- ✓ Replaced the second of three Filter Press Feed Pump Assemblies.
- ✓ Designed, bid and installed the replacement rotary distributors for the four trickling filter.

#### **2015-16 Goals and Objectives:**

- Construct and take possession of the Sludge Modification Facility, Phase 1A.
- Replace the fourth of four sets of the trickling filter pump station recirculation and lift pumps.
- Acquire and install the third of three Filter Press Feed Pump Assemblies.
- Participate in the comprehensive rewrite of the Water Department Safety 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: 2015-16**  
**Department: Sewage Treatment and Disposal**  
**Account Code: G8130**  
**Function: Sewer Operations**

| <u>Budget Summary</u>                 | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Personal Services</b>              |                                    |                                    |                                    |                                    |
| 110 Salaries                          | \$ 66,712                          | \$ 69,268                          | \$ 69,003                          | \$ 69,003                          |
| 120 Clerical                          | -                                  | -                                  | -                                  | -                                  |
| 130 Wages                             | 679,160                            | 726,310                            | 755,461                            | 816,335                            |
| 140 Temporary                         | 18,431                             | 18,794                             | -                                  | -                                  |
| 150 Overtime                          | 38,753                             | 38,919                             | 40,000                             | 50,000                             |
| 155 Holiday Pay                       | -                                  | -                                  | -                                  | -                                  |
| 160 Out of Rank                       | -                                  | -                                  | -                                  | -                                  |
| 170 Out of Code                       | -                                  | -                                  | -                                  | -                                  |
| 175 Health Insurance Buyout           | 11,200                             | 8,162                              | 8,400                              | 8,400                              |
| 180 Roll Call Pay                     | -                                  | -                                  | -                                  | -                                  |
| 185 On Call Pay                       | -                                  | -                                  | -                                  | -                                  |
| 190 EMT Incentive                     | -                                  | -                                  | -                                  | -                                  |
| 195 Clothing/Cleaning Allowance       | -                                  | -                                  | -                                  | -                                  |
| Total Personal Services               | <u>\$ 814,256</u>                  | <u>\$ 861,453</u>                  | <u>\$ 872,864</u>                  | <u>\$ 943,738</u>                  |
| <b>Equipment</b>                      |                                    |                                    |                                    |                                    |
| 230 Motor Vehicle                     | \$ -                               | \$ -                               | \$ -                               | \$ -                               |
| 250 Other                             | 158,539                            | 180,604                            | 148,000                            | 294,000                            |
| Total Equipment                       | <u>\$ 158,539</u>                  | <u>\$ 180,604</u>                  | <u>\$ 148,000</u>                  | <u>\$ 294,000</u>                  |
| <b>Operating Expenses</b>             |                                    |                                    |                                    |                                    |
| 410 Utilities                         | \$ 1,130,356                       | \$ 1,191,153                       | \$ 1,210,500                       | \$ 1,278,200                       |
| 420 Insurance                         | 30,813                             | 42,352                             | 45,700                             | 38,675                             |
| 430 Contracted Services               | 45,613                             | 43,009                             | 135,880                            | 109,600                            |
| 440 Fees Non Employees                | 16,066                             | 16,588                             | 18,100                             | 18,300                             |
| 450 Miscellaneous                     | 10,827                             | 12,838                             | 6,100                              | 12,000                             |
| 455 Vehicle Expenses                  | 23,351                             | 25,050                             | 23,825                             | 19,250                             |
| 460 Materials and Supplies            | 460,564                            | 479,186                            | 656,560                            | 710,656                            |
| 465 Equipment < \$5,000               | 172,821                            | 50,151                             | 103,520                            | 73,810                             |
| Total Operating Expenses              | <u>\$ 1,890,411</u>                | <u>\$ 1,860,327</u>                | <u>\$ 2,200,185</u>                | <u>\$ 2,260,491</u>                |
| <b>Fringe Benefits</b>                |                                    |                                    |                                    |                                    |
| 810 NYS Employees' Retirement System  | \$ 141,301                         | \$ 159,528                         | \$ 163,209                         | \$ 170,316                         |
| 820 NYS Police/Fire Retirement System | -                                  | -                                  | -                                  | -                                  |
| 830 Social Security                   | 60,898                             | 63,545                             | 69,364                             | 72,199                             |
| 840 Workers' Compensation             | 258,674                            | (53,954)                           | 40,000                             | 55,000                             |
| 850 Health Insurance                  | 116,072                            | 135,988                            | 150,906                            | 150,038                            |
| Total Fringe Benefits                 | <u>\$ 576,945</u>                  | <u>\$ 305,107</u>                  | <u>\$ 423,479</u>                  | <u>\$ 447,553</u>                  |
| <b>Department Total</b>               | <u>\$ 3,440,151</u>                | <u>\$ 3,207,491</u>                | <u>\$ 3,644,528</u>                | <u>\$ 3,945,782</u>                |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Sewage Treatment and Disposal**  
**Account Code: G8130**  
**Function: Sewer Operations**

**FY 2015-16 Budget**

**Personnal Services**

|             |   |               |                   |
|-------------|---|---------------|-------------------|
| G.8130.0110 | Salaries                                      |               |                   |
|             | Chief WWTP Operator                           |               | \$ 69,003         |
| G.8130.0130 | Wages   |               |                   |
|             | WWTP Operations & Maintenance Supervisor      | \$ 62,371     |                   |
|             | Industrial Pretreatment Laboratory Technician | 52,660        |                   |
|             | WWTP Lab. Technician                          | 53,671        |                   |
|             | WWTP Process Worker III (2)                   | 110,142       |                   |
|             | WWTP Process Worker II (2)                    | 88,385        |                   |
|             | WWTP Process Worker I (9)                     | 384,423       |                   |
|             | Municipal Worker I (2)                        | <u>64,683</u> | 816,335           |
| G.8130.0150 | Overtime                                      |               | 50,000            |
| G.8130.0175 | Health Insurance Buyout                       |               | <u>8,400</u>      |
|             | Total Personal Services                       |               | <u>\$ 943,738</u> |

**Equipment**

|             |   |               |                   |
|-------------|---|---------------|-------------------|
| G.8130.0250 | Other Equipment > \$5,000                             |               |                   |
|             | Filter Press Feed Pump (3rd of 3)                     | \$ 135,000    |                   |
|             | Tank Chain, Sprockets and Appetencies                 | 108,000       |                   |
|             | Video Surveillance Equipment                          | 17,000        |                   |
|             | Trickling Filter Lift & Recirculation Pump (4th of 4) | <u>34,000</u> | 294,000           |
|             | Total Equipment                                       |               | <u>\$ 294,000</u> |

**Operating Expenses**

|             |   |               |              |
|-------------|---|---------------|--------------|
| G.8130.0410 | Utilities                                 |               |              |
|             | Water                                     | \$ 65,000     |              |
|             | Electric                                  | 1,185,000     |              |
|             | Natural Gas                               | 18,200        |              |
|             | Telephone                                 | <u>10,000</u> | \$ 1,278,200 |
| G.8130.0420 | Insurance                                 |               | 38,675       |
| G.8130.0430 | Contracted Services                       |               |              |
|             | Uniform Rental                            | 6,500         |              |
|             | Contract Lab                              | 20,000        |              |
|             | Bid Advertising                           | 100           |              |
|             | Welding Mach Shop Srv                     | 37,000        |              |
|             | Factory Repair Srv. Elec/Mech             | 22,000        |              |
|             | Boiler Maint./Contract Maint.             | 20,300        |              |
|             | AGL -Facility Pk - Cartegraph Maintenance | 3,200         |              |
|             | Maintenance Contract Copier               | <u>500</u>    | 109,600      |
| G.8130.0440 | Fees, Non Employee                        |               |              |
|             | Permit Fees                               | 18,000        |              |
|             | Medical Physicals / tests                 | <u>300</u>    | 18,300       |
| G.8130.0450 | Miscellaneous                             |               |              |
|             | Travel and Training                       | 8,000         |              |
|             | Safety                                    | 3,000         |              |
|             | Books and Periodicals                     | <u>1,000</u>  | 12,000       |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Sewage Treatment and Disposal**  
**Account Code: G8130**  
**Function: Sewer Operations**

|                        |  | <u>FY 2015-16 Budget</u> |                     |
|------------------------|--|--------------------------|---------------------|
| G.8130.0455            | Vehicle Expenses                             |                          |                     |
|                        | Maintenance & Repairs                        | 6,250                    |                     |
|                        | Central Garage                               | 8,300                    |                     |
|                        | Insurance                                    | 4,700                    | 19,250              |
|                        |  |                          |                     |
| G.8130.0460            | Materials and Supplies                       |                          |                     |
|                        | Process Chemicals                            | 372,500                  |                     |
|                        | Boots, Helmets, Gloves                       | 4,000                    |                     |
|                        | Supplies; Mech., Control, Safety             | 184,206                  |                     |
|                        | Grease & Oil                                 | 8,000                    |                     |
|                        | Office Supplies                              | 2,400                    |                     |
|                        | Cleaning Supplies                            | 4,000                    |                     |
|                        | Lab Chemicals & Filter                       | 18,050                   |                     |
|                        | Building & Grounds Supplies                  | 29,500                   |                     |
|                        | Misc. Personal Supplies                      | 3,000                    |                     |
|                        | Fuel Oil for Incinerator                     | 85,000                   | 710,656             |
|                        |  |                          |                     |
| G.8130.0465            | Equipment < \$5,000                          |                          |                     |
|                        | AC Drive for 100 Hp Motor #5 Raw Sewage Pump | 7,500                    |                     |
|                        | Garage Door for Maintenance Building         | 8,000                    |                     |
|                        | Auto Sampler                                 | 8,000                    |                     |
|                        | Scum Mixer for PST #1 (replacement)          | 7,000                    |                     |
|                        | Computers (3)                                | 3,000                    |                     |
|                        | Air Cylinder for 40P Air Pumps               | 2,500                    |                     |
|                        | Filter Press Cloths and Backers              | 24,510                   |                     |
|                        | Grating to Complete CB Wet Well Area         | 2,300                    |                     |
|                        | Lab Equipment and Glass                      | 11,000                   | 73,810              |
|                        |  |                          |                     |
|                        | Total Operating Expenses                     |                          | \$ 2,260,491        |
|                        |  |                          |                     |
| <b>Fringe Benefits</b> |  |                          |                     |
| G.8130.0810            | New York State Retirement                    |                          | \$ 170,316          |
| G.8130.0830            | Social Security                              |                          | 72,199              |
| G.8130.0840            | Workers' Compensation                        |                          | 55,000              |
| G.8130.0850            | Health Insurance                             |                          | 150,038             |
|                        | Total Fringe Benefits                        |                          | \$ 447,553          |
|                        |  |                          |                     |
| <b>TOTAL BUDGET</b>    |  |                          | <u>\$ 3,945,782</u> |



Fiscal Year 2015-16  
Equipment

Filter Press Feed Pump

\$135,000

The filter press feed pumps were installed in 1983 and are being systematically replaced. This is the 3<sup>rd</sup> of 3 completing this particular replacement cycle.



Tank chain, sprockets and accessories

\$108,000



The Wastewater Treatment Facility has six large settling tanks that are mechanically cleaned via a chain and scrapper system. Fair wear and tear requires systematic replacement. Over the years, the City has standardized on a particular make of chain and sprockets requiring only that on hand inventory of spare chain be sufficient to keep pace with programmed replacements. Thus this item appears frequently in the 5 year capital program.

## G8130 – Sewage Treatment Plant

Fiscal Year 2015-16  
Equipment



### Trickling filter lift and recirculation pump replacement

\$34,000

There are 4 lift pump / recirculation pump sets at the facility. Each was initially installed in 1981. These sets are being systematically replaced with this being the fourth set of four, thus completing this particular program.



### Wastewater Treatment Video surveillance

\$17,000

A significant security weakness in each of our major facilities is the current lack of surveillance of critical components of each. Previous budgets have enabled the installation of fiber optic cables at the hydro electric plant and at Thompson park. This continues the work effort allowing for the continuous monitoring of entrance gates and critical infrastructure.



**City of Watertown**

**Fiscal Year: 2015-16**

**Department: Miscellaneous**

**Account Code: G1990, G9040, G9060, G9061, G9065, G9070, G9089, G9501, G9530, G9950**

**Function: Government Support**

| <u>General</u>                              | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| G1990 Contingency                           | \$ -                               | \$ -                               | \$ 46,000                          | \$ 35,000                          |
| G9040 Workers' Compensation                 | 3,069                              | 2,020                              | 3,200                              | 3,200                              |
| G9060 Health Insurance - Retirees           | 155,736                            | 145,955                            | 139,418                            | 151,255                            |
| G9061 Other Post Employment Benefits (OPEB) | 187,847                            | 186,699                            | -                                  | -                                  |
| G9065 Health Insurance Part B.              | 12,238                             | 10,490                             | 10,700                             | 10,887                             |
| G9070 Compensated Absences                  | (128)                              | (619)                              | 2,000                              | 2,000                              |
| G9089 Employee Benefits - Other             | 956                                | 609                                | 300                                | 200                                |
| G9501 General Liability Reserve             | 15,000                             | 15,000                             | 15,000                             | 15,000                             |
| G9950 Transfer to Capital                   | <u>906,158</u>                     | <u>485,000</u>                     | <u>45,000</u>                      | <u>75,000</u>                      |
| <b>Total Budget</b>                         | <u>\$ 1,280,876</u>                | <u>\$ 845,154</u>                  | <u>\$ 261,618</u>                  | <u>\$ 292,542</u>                  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Debt Service**  
**Account Code: G9710**  
**Function: Debt Service**

| <u>Debt Service</u> | <u>FY 2012-13</u><br><u>Actual</u> | <u>FY 2013-14</u><br><u>Actual</u> | <u>FY 2014-15</u><br><u>Budget</u> | <u>FY 2015-16</u><br><u>Budget</u> |
|---------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Serial Bonds</b> |                                    |                                    |                                    |                                    |
| G9710.6 Principal   | \$ 451,294                         | \$ 464,913                         | \$ 718,926                         | \$ 976,396                         |
| G9710.7 Interest    | <u>130,749</u>                     | <u>145,133</u>                     | <u>235,801</u>                     | <u>315,961</u>                     |
| <b>Total Budget</b> | <u>\$ 582,043</u>                  | <u>\$ 610,046</u>                  | <u>\$ 954,727</u>                  | <u>\$ 1,292,357</u>                |

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

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**OUTSTANDING SERIAL BONDS**

| <u>DATE OF ISSUE /</u><br><u>(INTEREST RATE)</u> | <u>DATE OF</u><br><u>MATURITY</u> | <u>PRINCIPAL</u>  | <u>INTEREST</u>   | <u>TOTAL</u>        | <u>PRINCIPAL</u><br><u>BALANCE AT</u><br><u>END OF FISCAL</u><br><u>YEAR</u> |
|--|-----------------------------------|-------------------|-------------------|---------------------|--|
| 12/1/1983 (9.6%)                                 | 12/1/2017                         | \$ 30,000         | \$ 5,760          | \$ 35,760           | \$ 45,000  |
| 2/15/2008 (3.25 - 4.00%)                         | 2/15/2023                         | 105,000           | 27,578            | 132,578             | 646,000  |
| 2/11/2009 (2.50 - 3.25%)                         | 9/15/2018                         | 81,500            | 9,728             | 91,228              | 268,500  |
| 6/15/2010 (3.125 - 4.00%)                        | 12/15/2024                        | 45,000            | 7,941             | 52,941              | 220,000  |
| 4/15/2011 B (2.00 - 3.75%)                       | 5/15/2020                         | 25,375            | 2,091             | 27,466              | 44,548   |
| 4/10/2014 B (2.00 - 3.25%)                       | 4/1/2029                          | 280,000           | 132,988           | 412,988             | 4,550,000  |
| 6/18/2014 (1.00 - 2.625%)                        | 11/15/2023                        | 154,521           | 14,875            | 169,396             | 616,443  |
| Spring 2015 Serial Bond                          |                                   | <u>255,000</u>    | <u>115,000</u>    | <u>370,000</u>      | <u>3,510,000</u>   |
|  | <b>TOTAL</b>                      | <u>\$ 976,396</u> | <u>\$ 315,961</u> | <u>\$ 1,292,357</u> | <u>\$ 9,900,491</u>  |

# LIBRARY FUND

**Fiscal Year:** 2015-16  
**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.

#### **2014-15 Accomplishments:**

- ✓ Responded to the public's increasing demand for electronic books in our holdings by holding e-book training classes and provided one-on-one help. Allocated an extra \$2000 from other budgets to purchase additional e-books.
- ✓ Digitized the entire archive of Library Board minutes into a database which is searchable, thus preserving the historic record as well as making it more accessible.
- ✓ Created an Emergency / Disaster Plan which is Library specific, including staff training and drills.
- ✓ Created a new website that is mobile-friendly, patron-friendly and conforms to all the library website guidelines.

#### **2015-16 Goals and Objectives:**

- 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.
- Select and work with Library Consultants to determine community needs and review library space and programs to best serve the community needs.
- Partner 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.
- Create a detailed 3 year plan for the library based on demographics, library patron needs and community needs.

**City of Watertown  
Fiscal Year 2015-16 Budget  
Library Fund Summary**

| <b><u>Revenues</u></b>   | <b>FY 2012-13<br/>Actual</b> | <b>FY 2013-14<br/>Actual</b> | <b>FY 2014-15<br/>Budget</b> | <b>FY 2015-16<br/>Budget</b> |
|--|------------------------------|------------------------------|------------------------------|------------------------------|
| L2082 Library Fines  | \$ 19,306                    | \$ 21,116                    | \$ 20,000                    | \$ 20,000                    |
| L2760 Library Grant  | 48,794                       | 46,105                       | 46,105                       | 46,105                       |
| L5031 General Fund Transfer                                    | <u>1,400,784</u>             | <u>1,209,205</u>             | <u>1,298,665</u>             | <u>1,204,698</u>             |
| Total Revenues   | \$ 1,468,884                 | \$ 1,276,426                 | \$ 1,364,770                 | \$ 1,270,803                 |
| Appropriated Fund Balance                                      | <u>66,419</u>                | <u>23,530</u>                | -                            | <u>50,000</u>                |
| <b>Total Revenues and Appropriated Reserves / Fund Balance</b> | <b><u>\$ 1,535,303</u></b>   | <b><u>\$ 1,299,956</u></b>   | <b><u>\$ 1,364,770</u></b>   | <b><u>\$ 1,320,803</u></b>   |

| <b><u>Expenditures</u></b> | <b>FY 2012-13<br/>Actual</b> | <b>FY 2013-14<br/>Actual</b> | <b>FY 2014-15<br/>Budget</b> | <b>FY 2015-16<br/>Budget</b> |
|----------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| Public Library             | \$ 958,281                   | \$ 1,058,933                 | \$ 1,046,932                 | \$ 1,114,273                 |
| Contingency                | -                            | -                            | 12,000                       | 10,000                       |
| Workers' Compensation      | 1,461                        | 1,012                        | 1,500                        | 1,600                        |
| Unemployment Claims        | -                            | -                            | -                            | 7,250                        |
| Health Insurance Retirees  | 108,074                      | 115,387                      | 126,807                      | 117,756                      |
| Medicare Part B Retirees   | 17,203                       | 16,574                       | 17,623                       | 19,026                       |
| Employee Benefits Other    | 700                          | (1,438)                      | 1,000                        | 1,000                        |
| Compensated Absences       | 476                          | 274                          | 200                          | 100                          |
| Transfer to Capital        | 392,472                      | 54,297                       | 110,000                      | -                            |
| Debt                       | <u>56,636</u>                | <u>54,916</u>                | <u>54,176</u>                | <u>49,798</u>                |
| <b>Total Expenditures</b>  | <b><u>\$ 1,535,303</u></b>   | <b><u>\$ 1,299,956</u></b>   | <b><u>\$ 1,370,238</u></b>   | <b><u>\$ 1,320,803</u></b>   |

| <b>Fund Balance</b>                                   |                         |                         |  |  |
|---|-------------------------|-------------------------|--|--|
| Beginning reserves and fund balance                   | \$ 179,550              | \$ 113,131              |  |  |
| + Revenues  | 1,468,884               | 1,276,426               |  |  |
| - Expenses  | <u>(1,535,303)</u>      | <u>(1,299,956)</u>      |  |  |
| Ending reserve and fund balances                      | 113,131                 | 89,601                  |  |  |
| - Reserve for encumbrances                            | (20,431)                | (8,542)                 |  |  |
| - Fund balance appropriated to subsequent fiscal year | <u>(50,000)</u>         | <u>-</u>                |  |  |
| Unreserved un-appropriated fund balance               | <b><u>\$ 42,700</u></b> | <b><u>\$ 81,059</u></b> |  |  |

**City of Watertown  
Fiscal Year 2015-16 Budget  
Library Fund Revenue Summary**

|  | <u>FY 2012-13 Actual</u> | <u>FY 2013-14 Actual</u> | <u>FY 2014-15 Budget</u> | <u>FY 2015-16 Budget</u> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>Revenues</b>                        |                          |                          |                          |                          |
| L2082 Library Fines                    | \$ 19,306                | \$ 21,116                | \$ 20,000                | \$ 20,000                |
| L2760 Library Grant                    | 48,794                   | 46,105                   | 46,105                   | 46,105                   |
| L5031 General Fund Transfer            | <u>1,400,784</u>         | <u>1,209,205</u>         | <u>1,298,665</u>         | <u>1,204,698</u>         |
| Total Revenues                         | \$ 1,468,884             | \$ 1,276,426             | \$ 1,364,770             | \$ 1,270,803             |
| Appropriated Fund Balance              | <u>66,419</u>            | <u>23,530</u>            | <u>-</u>                 | <u>50,000</u>            |
| <b>Total Revenues and Appropriated</b> | <u>\$ 1,535,303</u>      | <u>\$ 1,299,956</u>      | <u>\$ 1,364,770</u>      | <u>\$ 1,320,803</u>      |

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

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

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

**City of Watertown**

**Fiscal Year: 2015-2016**

**Department: Library**

**Account Code: L7410**

**Function: Library**

|                               | FY 2012-13        | FY 2013-14          | FY 2014-15          | FY 2015-16          |
|-------------------------------|-------------------|---------------------|---------------------|---------------------|
| <u>Budget Summary</u>         | <u>Actual</u>     | <u>Actual</u>       | <u>Budget</u>       | <u>Budget</u>       |
| <b>Personal Services</b>      |                   |                     |                     |                     |
| 110 Salaries                  | \$ 128,695        | \$ 133,709          | \$ 128,000          | \$ 121,000          |
| 120 Clerical                  | 200,350           | 228,174             | 374,512             | 272,243             |
| 130 Wages                     | 191,462           | 201,952             | 54,736              | 218,983             |
| 140 Temporary                 | 19,214            | 19,647              | 17,000              | 18,500              |
| 150 Overtime                  | 9,609             | 3,623               | 2,000               | 4,000               |
| 155 Holiday Pay               | -                 | -                   | -                   | -                   |
| 160 Out of Rank               | -                 | -                   | -                   | -                   |
| 170 Out of Code               | -                 | -                   | -                   | -                   |
| 175 Health Insurance Buyout   | -                 | -                   | -                   | 1,400               |
| 180 Roll Call Pay             | -                 | -                   | -                   | -                   |
| 185 On Call Pay               | -                 | -                   | -                   | -                   |
| 190 EMT Incentive             | -                 | -                   | -                   | -                   |
| 195 Clothing/Cleaning Allow.  | -                 | -                   | -                   | -                   |
| Total Personal Services       | <u>\$ 549,330</u> | <u>\$ 587,105</u>   | <u>\$ 576,248</u>   | <u>\$ 636,126</u>   |
| <b>Equipment</b>              |                   |                     |                     |                     |
| 210 Furniture and Furnishings | \$ -              | \$ -                | \$ -                | \$ -                |
| 220 Office Equipment          | -                 | -                   | -                   | -                   |
| 250 Other                     | -                 | -                   | -                   | -                   |
| Total Equipment               | <u>\$ -</u>       | <u>\$ -</u>         | <u>\$ -</u>         | <u>\$ -</u>         |
| <b>Operating Expenses</b>     |                   |                     |                     |                     |
| 410 Utilities                 | \$ 78,743         | \$ 82,224           | \$ 84,875           | \$ 89,565           |
| 420 Insurance                 | 12,704            | 13,385              | 13,386              | 16,325              |
| 430 Contracted Services       | 25,872            | 47,988              | 75,233              | 80,348              |
| 440 Fees Non Employees        | 162               | 240                 | 240                 | -                   |
| 450 Miscellaneous             | 7,030             | 8,193               | 5,500               | 5,500               |
| 455 Vehicle Expense           | -                 | -                   | -                   | -                   |
| 460 Materials and Supplies    | 9,600             | 11,898              | 9,000               | 11,600              |
| 465 Equipment < \$5,000       | 36,682            | 46,784              | 18,332              | 16,000              |
| Total Operating Expenses      | <u>\$ 170,793</u> | <u>\$ 210,714</u>   | <u>\$ 206,566</u>   | <u>\$ 219,338</u>   |
| <b>Fringe Benefits</b>        |                   |                     |                     |                     |
| 810 New York State Retirement | \$ 97,960         | \$ 110,643          | \$ 106,387          | \$ 102,346          |
| 820 Police/Fire Retirement    | -                 | -                   | -                   | -                   |
| 830 Social Security           | 40,566            | 43,202              | 44,084              | 48,667              |
| 840 Workers' Compensation     | 112               | -                   | 250                 | 100                 |
| 850 Health Insurance          | 99,520            | 107,268             | 113,397             | 107,696             |
| Total Fringe Benefits         | <u>\$ 238,158</u> | <u>\$ 261,114</u>   | <u>\$ 264,118</u>   | <u>\$ 258,809</u>   |
| <b>Department Total</b>       | <u>\$ 958,281</u> | <u>\$ 1,058,933</u> | <u>\$ 1,046,932</u> | <u>\$ 1,114,273</u> |

**City of Watertown**

**Fiscal Year: 2015-2016**

**Department: Library**

**Account Code: L7410**

**Function: Library**

**FY 2015-16 Budget**

**Personal Services**

|             |  |           |            |
|-------------|--|-----------|------------|
| L.7410.0110 | Salaries                               |           |            |
|             | Library Director                       | \$ 68,000 |            |
|             | Librarian III                          | 53,000    | \$ 121,000 |
| L.7410.0120 | Clerical                               |           |            |
|             | Secretary                              | 28,857    |            |
|             | Senior Library Clerk                   | 37,081    |            |
|             | Library Clerk (4)                      | 137,602   |            |
|             | Library Clerk- Part-time (3 @ .80)     | 68,703    | 272,243    |
| L.7410.0130 | Wages                                  |           |            |
|             | Librarian II                           | 58,860    |            |
|             | Librarian I (2)                        | 102,595   |            |
|             | Custodial and Maintenance Supervisor * | 23,390    |            |
|             | Laborer (2 @ .50) *                    | 34,138    | 218,983    |
| L.7410.0140 | Temporary                              |           | 18,500     |
| L.7410.0150 | Overtime                               |           | 4,000      |
| L.7410.0175 | Health Insurance Buyout                |           | 1,400      |
|             | Total Personal Services                |           | \$ 636,126 |

**Operating Expenses**

|             |   |        |        |
|-------------|---|--------|--------|
| L.7410.0410 | Utilities   |        |        |
|             | Water and Sewer   | 3,600  |        |
|             | Electric  | 78,000 |        |
|             | Telephone   | 2,100  |        |
|             | Natural Gas   | 5,865  | 89,565 |
| L.7410.0420 | Insurance   |        | 16,325 |
| L.7410.0430 | Contracted Services   |        |        |
|             | Otis Elevator   | 1,300  |        |
|             | Fire Alarm System   | 200    |        |
|             | iTeam Reservation System (NCLS)                                 | 560    |        |
|             | Self Check System (NCLS)  | 225    |        |
|             | ASA Router (NCLS)   | 203    |        |
|             | Access Points (NCLS)  | 110    |        |
|             | Joint Automation Board Fee (NCLS)                               | 10,000 |        |
|             | Overdrive fee (ebooks and audiobooks) (NCLS)                    | 3,750  |        |
|             | NNY Library Network Fee   | 60     |        |
|             | Collection Fees   | 2,000  |        |
|             | Security Services   | 41,000 |        |
|             | Fire Extinguisher Inspection                                    | 250    |        |
|             | Siemens Industry  | 4,325  |        |
|             | Federally Mandated Training and Employee Assistance Program * * | 365    |        |
|             | Heat Pump and Other Maintenance                                 | 16,000 | 80,348 |
| L.7410.0450 | Miscellaneous   |        |        |
|             | Postage   | 2,000  |        |
|             | Programming/Promotional   | 2,000  |        |
|             | Travel & Training   | 1,500  | 5,500  |

**City of Watertown**

**Fiscal Year: 2015-2016**

**Department: Library**

**Account Code: L7410**

**Function: Library**

|                        |   | <u>FY 2015-16 Budget</u> |                         |
|------------------------|---|--------------------------|-------------------------|
| L.7410.0460            | Materials and Supplies                      |                          |                         |
|                        | Office and Library Supplies                 | 5,000                    |                         |
|                        | Sidewalk Salt                               | 2,600                    |                         |
|                        | Maintenance Supplies                        | <u>4,000</u>             | 11,600                  |
| L.7410.0465            | Equipment < \$5,000                         |                          |                         |
|                        | Books, DVDs, Magazines, CDs and Audiobooks  | <u>16,000</u>            | <u>16,000</u>           |
|                        | Total Operating Expenses                    |                          | <u>\$ 219,338</u>       |
| <br>                   |   |                          |                         |
| <b>Fringe Benefits</b> |   |                          |                         |
| L.7410.0810            | New York State Employees' Retirement System | \$                       | 102,346                 |
| L.7410.0830            | Social Security                             |                          | 48,667                  |
| L.7410.0840            | Workers' Compensation                       |                          | 100                     |
| L.7410.0850            | Health Insurance                            |                          | <u>107,696</u>          |
|                        | Total Fringe Benefits                       | \$                       | <u>258,809</u>          |
| <br>                   |   |                          |                         |
|                        | <b>TOTAL BUDGET</b>                         | \$                       | <u><u>1,114,273</u></u> |

\* Split 50% with A.1620

**City of Watertown**

**Fiscal Year: 2015-2016**

**Department: Miscellaneous**

**Account Code: L1990, L9040, L9050, L9060, L9065, L9070, L9089, L9710, L9950**

**Function: Government Support and Debt Service**

| <b>General</b>                    | <b><u>FY 2012-13 Actual</u></b> | <b><u>FY 2013-14 Actual</u></b> | <b><u>FY 2014-15 Budget</u></b> | <b><u>FY 2015-16 Budget</u></b> |
|-----------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| L1990 Contingency                 | \$ -                            | \$ -                            | \$ 12,000                       | \$ 10,000                       |
| L9040 Workers' Compensation       | 1,461                           | 1,012                           | 1,500                           | 1,600                           |
| L9050 Unemployment Claims         | -                               | -                               | -                               | 7,250                           |
| L9060 Health Insurance - Retirees | 108,074                         | 115,387                         | 126,807                         | 117,756                         |
| L9065 Health Medicare Part B      | 17,203                          | 16,574                          | 17,623                          | 19,026                          |
| L9070 Compensated Absences        | 700                             | (1,438)                         | 1,000                           | 1,000                           |
| L9089 Employee Benefits Other     | 476                             | 274                             | 200                             | 100                             |
| L9950 Transfer to Capital         | <u>392,472</u>                  | <u>54,297</u>                   | <u>110,000</u>                  | <u>-</u>                        |
| <b>General Expenses Total</b>     | <b><u>\$ 520,386</u></b>        | <b><u>\$ 186,107</u></b>        | <b><u>\$ 269,130</u></b>        | <b><u>\$ 156,732</u></b>        |

|                                  | <b><u>FY 2012-13 Actual</u></b> | <b><u>FY 2013-14 Actual</u></b> | <b><u>FY 2014-15 Budget</u></b> | <b><u>FY 2015-16 Budget</u></b> |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <b>Debt Expenses</b>             |                                 |                                 |                                 |                                 |
| L9710.0600 Serial Bond Principal | \$ 43,000                       | \$ 43,000                       | \$ 44,000                       | \$ 45,651                       |
| L9710.0700 Serial Bond Interest  | <u>13,636</u>                   | <u>11,916</u>                   | <u>10,176</u>                   | <u>4,147</u>                    |
| <b>Debt Expenses Total</b>       | <b><u>\$ 56,636</u></b>         | <b><u>\$ 54,916</u></b>         | <b><u>\$ 54,176</u></b>         | <b><u>\$ 49,798</u></b>         |

**OUTSTANDING SERIAL BONDS**

| <b><u>DATE OF ISSUE /<br/>(INTEREST RATE)</u></b> | <b><u>DATE OF<br/>MATURITY</u></b> | <b><u>2014-15 PRINCIPAL</u></b> | <b><u>2014-15 INTEREST</u></b> | <b><u>TOTAL</u></b>     | <b><u>PRINCIPAL<br/>BALANCE AT END<br/>OF FISCAL YEAR</u></b> |
|---|------------------------------------|---------------------------------|--------------------------------|-------------------------|---|
| 6/18/2014 (1.00 - 2.00%)                          | 11/15/2020                         | \$ <u>45,651</u>                | \$ <u>4,147</u>                | \$ <u>49,798</u>        | \$ <u>171,731</u>   |
|   | <b>TOTAL</b>                       | <b><u>\$ 45,651</u></b>         | <b><u>\$ 4,147</u></b>         | <b><u>\$ 49,798</u></b> | <b><u>\$ 171,731</u></b>                                      |

# COMMUNITY DEVELOPMENT FUND

**Fiscal Year:** 2015-16  
**Department:** Community Development  
**Account Code:** CD8668  
**Function:** Home and Community Services



**Description:** The City has participated in the Community Development Block Grant (CDBG) Small Cities Program since 1979. The Small Cities Program is a competitive application program and the City has been quite successful in obtaining grants. In 2013, the City was informed that it is now eligible to be an entitlement community under the CDBG program. Starting in 2014 the City will be eligible to receive an annual allocation.

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 New York State Homes & Community Renewal (NYSHCR) as a Community Housing Development Organization (CHDO).

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

**2014-15 Accomplishments:**

- ✓ Completed 2012 CDBG grant program.
- ✓ Completed 2012 HOME grant program.
- ✓ Wrote the 2015 CDBG Annual Action Plan.
- ✓ Completed the Restore NY grant for the Woolworth Building.

**2015-16 Goals and Objectives:**

- Implement 2014 CDBG Entitlement program.
- Implement 2015 CDBG Entitlement program.
- Write the 2016-2020 CDBG Consolidated Plan.
- Complete 2013 and 2014 NCHC HOME grant programs.

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Community Development Fund**  
**Account Code: CD8668**  
**Function: Home and Community Services**

|                                       | <b>FY 2012-13</b> | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|---------------------------------------|-------------------|---------------------|---------------------|---------------------|
|                                       | <b>ACTUAL</b>     | <b>ACTUAL</b>       | <b>BUDGET</b>       | <b>BUDGET</b>       |
| <b>Revenues</b>                       |                   |                     |                     |                     |
| CD.2170 Program Income                | \$ 70,591         | \$ (2,475)          | \$ 150,000          | \$ 50,000           |
| CD.2401 Interest Revenue              | 30                | -                   | -                   | -                   |
| CD.4927 HOME Consortium - 2008        | -                 | -                   | -                   | -                   |
| CD.4928 CDBG Small Cities - 2009      | -                 | -                   | -                   | -                   |
| CD.4930 HOME Consortium - 2010        | -                 | -                   | -                   | -                   |
| CD.4940.8600 HOME Consortium - 2011   | 24,907            | -                   | -                   | -                   |
| CD.4940.8601 CDBG Small Cities - 2011 | 94,802            | 290,198             | -                   | -                   |
| CD.4940.8602 CDBG Small Cities - 2012 | 15,085            | 141,609             | 200,000             | -                   |
| CD.4940.8603 HOME Consortium - 2012   | 30,511            | 16,820              | -                   | -                   |
| CD.4940.8604 HOME Consortium - 2013   | -                 | 3,215               | 50,000              | -                   |
| CD.4940.8605 Restore NY               | -                 | 1,009,557           | 1,250,000           | 250,000             |
| CD.4940.8606 CDBG Small Cities - 2013 | -                 | -                   | 400,000             | 200,000             |
| CD.4940.8607 CDBG Entitlement - 2014  | -                 | -                   | 796,173             | 400,000             |
| CD.4940.8608 HOME Consortium - 2014   | -                 | -                   | 110,529             | 40,000              |
| CD.4940.8609 CDBG Entitlement - 2015  | -                 | -                   | -                   | 784,662             |
| <b>Total Revenues</b>                 | <b>\$ 235,926</b> | <b>\$ 1,458,923</b> | <b>\$ 2,956,702</b> | <b>\$ 1,724,662</b> |

|                                    | <b>FY 2012-13</b> | <b>FY 2013-14</b>   | <b>FY 2014-15</b>   | <b>FY 2015-16</b>   |
|------------------------------------|-------------------|---------------------|---------------------|---------------------|
|                                    | <b>ACTUAL</b>     | <b>ACTUAL</b>       | <b>BUDGET</b>       | <b>BUDGET</b>       |
| <b>Expenditures</b>                |                   |                     |                     |                     |
| CD.8668.0110 Salaries              | \$ -              | \$ -                | \$ 45,000           | \$ 43,589           |
| CD.8668.0430 Contracted Services   | 176,676           | 1,461,448           | 2,886,649           | 1,659,820           |
| CD.8668.0810 NYS Retirement System | -                 | -                   | 8,910               | 4,620               |
| CD.8668.0830 Social Security       | -                 | -                   | 3,443               | 3,335               |
| CD.8668.0850 Health Insurance      | -                 | -                   | 12,700              | 13,298              |
| <b>Total Expenditures</b>          | <b>\$ 176,676</b> | <b>\$ 1,461,448</b> | <b>\$ 2,956,702</b> | <b>\$ 1,724,662</b> |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Community Development Fund**  
**Account Code: CD**  
**Function: Home and Community Services**

**FY 2015-16 BUDGET**

**Personal Services**

CD.8668.0110

Salaries

Planner

\$ 43,589

Total Personal Services

\$ 43,589

**Operating Expenses**

CD.8668.0430

Contracted Services

Redevelopment Planning

\$ 50,000

Public Facilities

356,620

Blight Removal

150,000

Public Services

13,200

Housing Programs

840,000

Restore NY - Woolworth Building

250,000

1,659,820

Total Operating Expenses

\$ 1,659,820

**Fringe Benefits**

CD.8668.0810

New York State Employees' Retirement System

\$ 4,620

CD.8668.0830

Social Security

3,335

CD.8668.0850

Health Insurance

13,298

Total Fringe Benefits

\$ 21,253

**TOTAL BUDGET**

\$ 1,724,662

# TOURISM FUND

**Fiscal Year:** 2015-16  
**Department:** Tourism Fund  
**Account Code:** CT  
**Function:** Economic Development



**Description:** In 1988, the County implemented legislation enacting a 3% Bed Tax. Based on revenue generated from hotel rooms in the City, the County receives 2% for administration and the City and County each receive 50% of the remaining balance. Funds must be used to promote and develop tourism in the City of Watertown.

**2014-15 Accomplishments:**

- ✓ Worked with the Thousand Islands Regional Tourism Council to promote the attractions within the City of Watertown to people who are visiting the area and to local residents.
- ✓ Worked with local organizations that hold community wide events to promote the City of Watertown as a destination.
- ✓ Worked with the Greater Watertown Chamber of Commerce to capture current photographs of attractions and activities in the City of Watertown.

**2015-16 Goals and Objectives:**

- Re-appropriate Tourism funding, that was previously used to promote attractions, events and activities with the Thousand Islands Regional Tourism Council, local organizations and Greater Watertown Chamber of Commerce, to City of Watertown Municipal Arena debt service as proposed and agreed to by City Council.

## Tourism Fund

**City of Watertown**

**2015-16**

|                               | 2012-13<br>ACTUAL | 2013-14<br>ACTUAL | 2014-15<br>BUDGET | 2015-16<br>BUDGET |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Revenues</b>               |                   |                   |                   |                   |
| CT.1113 Occupancy Tax         | \$ 250,684        | \$ 241,395        | \$ 240,000        | \$ 250,000        |
| CT.2401 Interest and Earnings | 18                | 23                | 100               | 100               |
| Sub-Total                     | 250,702           | 241,418           | 240,100           | 250,100           |
| Actual Fund Balance           | 20,168            | 20,168            |                   |                   |
| Appropriated Fund Balance     |                   |                   | 7,500             | -                 |
| <b>Total Revenues</b>         | <b>\$ 270,870</b> | <b>\$ 261,586</b> | <b>\$ 247,600</b> | <b>\$ 250,100</b> |

|                                 | 2012-13<br>ACTUAL | 2013-14<br>ACTUAL | 2014-15<br>BUDGET | 2015-16<br>BUDGET |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Expenditures</b>             |                   |                   |                   |                   |
| CT6410 Publicity                | \$ 57,532         | \$ 53,559         | \$ 60,000         | \$ -              |
| CT9510 Transfer to General Fund | 161,375           | 187,100           | 187,600           | 250,100           |
| CT9950 Transfer to Capital Fund | -                 | -                 | -                 | -                 |
| <b>Total Expenditures</b>       | <b>\$ 218,907</b> | <b>\$ 240,659</b> | <b>\$ 247,600</b> | <b>\$ 250,100</b> |

**Fund Balance**

|   |                  |                  |
|---|------------------|------------------|
| Beginning reserves and fund balance     | \$ 20,168        | \$ 51,963        |
| + Revenues                              | 250,702          | 241,418          |
| - Expenses                              | (218,907)        | (240,659)        |
| Ending reserve and fund balances        | \$ 51,963        | \$ 52,723        |
| year                                    | -                | (7,500)          |
| Unreserved un-appropriated fund balance | <b>\$ 51,963</b> | <b>\$ 45,223</b> |

# RESERVE FUNDS

## Mandatory Reserve Fund

**City of Watertown**

**2015-16**

| <b>Revenues</b>              | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CM.2401 Interest and Earning | 2,475                     | 1,392                     | 1,112                     | 896                       |
| Sub-Total                    | 2,475                     | 1,392                     | 1,112                     | 896                       |
| Actual Fund Balance          | 89,314                    | 89,314                    |                           |                           |
| Appropriated Fund Balance    |                           |                           | 5,746                     | 5,714                     |
| <b>Total Revenues</b>        | <b>\$ 91,789</b>          | <b>\$ 90,706</b>          | <b>\$ 6,858</b>           | <b>\$ 6,610</b>           |

| <b>Expenditures</b>             | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CM.9710.6 Serial Bond Principal | \$ 22,808                 | \$ 5,500                  | \$ 5,500                  | \$ 5,500                  |
| CM.9710.7 Serial Bond Interest  | 2,741                     | 1,598                     | 1,358                     | 1,110                     |
| <b>Total Expenditures</b>       | <b>\$ 25,549</b>          | <b>\$ 7,098</b>           | <b>\$ 6,858</b>           | <b>\$ 6,610</b>           |

**Fund Balance**

|   |           |           |
|---|-----------|-----------|
| Beginning reserves and fund balance                   | \$ 57,763 | \$ 34,689 |
| + Revenues  | 2,475     | 1,392     |
| - Expenses  | (25,549)  | (7,098)   |
| Ending reserve and fund balances                      | \$ 34,689 | \$ 28,983 |
| - Fund balance appropriated to subsequent fiscal year | (5,707)   | (5,746)   |
| Unreserved un-appropriated fund balance               | \$ 28,982 | \$ 23,237 |

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, 2015 will be \$22,750. 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.

## Compensation Reserve Fund

**City of Watertown**

**2015-16**

| <b>Revenues</b>               | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CR.2401 Interest and Earnings | \$ 439                    | \$ 315                    | \$ 325                    | \$ 225                    |
| CR.5031 Interfund Transfers   | -                         | -                         | -                         | -                         |
| Sub-Total                     | 439                       | 315                       | 325                       | 225                       |
| Actual Fund Balance           | 316,736                   | 316,736                   |                           |                           |
| Appropriated Fund Balance     |                           |                           | 88,000                    | 60,000                    |
| <b>Total Revenues</b>         | <b>\$ 317,175</b>         | <b>\$ 317,051</b>         | <b>\$ 88,325</b>          | <b>\$ 60,225</b>          |

| <b>Expenditures</b>                   | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CR.1930.0430 Compensation Settlement  | \$ -                      | \$ -                      | \$ -                      | \$ -                      |
| CR.9510.0900 Transfer to General Fund | -                         | -                         | 88,000                    | 60,000                    |
| <b>Total Expenditures</b>             | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ 88,000</b>          | <b>\$ 60,000</b>          |

**Fund Balance**

|   |            |            |
|---|------------|------------|
| Beginning reserves and fund balance                   | \$ 316,736 | \$ 317,175 |
| + Revenues  | 439        | 315        |
| - Expenses  | -          | -          |
| Ending reserve and fund balances                      | \$ 317,175 | \$ 317,490 |
| - Fund balance appropriated to subsequent fiscal year | -          | (88,000)   |
| Unreserved un-appropriated fund balance               | \$ 317,175 | \$ 229,490 |

In accordance with New York State guidelines, the City has established this reserve fund for Workers' Compensation claims. As of June 30, 2014 the balance in the fund was \$317,490.

## Risk Retention Fund

**City of Watertown**

**2015-16**

| <b>Revenues</b>               | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|-------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CS.2401 Interest and Earnings | \$ 295                    | \$ 221                    | \$ 300                    | \$ 500                    |
| CS.5031 Interfund Transfers   | <u>105,000</u>            | <u>105,000</u>            | <u>105,000</u>            | <u>105,000</u>            |
| Sub-Total                     | 105,295                   | 105,221                   | 105,300                   | 105,500                   |
| Actual Fund Balance           | <u>238,262</u>            | <u>238,262</u>            |                           |                           |
| Appropriated Fund Balance     |                           |                           | -                         | -                         |
| Total Revenues                | <u>\$ 343,557</u>         | <u>\$ 343,483</u>         | <u>\$ 105,300</u>         | <u>\$ 105,500</u>         |

| <b>Expenditures</b>             | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| CS.1740.0430 Administration     | \$ 12,702                 | \$ 31,600                 | \$ 20,000                 | \$ 20,000                 |
| CS.1930.0430 Judgments & Claims | <u>210</u>                | <u>4,835</u>              | <u>5,000</u>              | <u>5,000</u>              |
| Total Expenditures              | <u>\$ 12,912</u>          | <u>\$ 36,435</u>          | <u>\$ 25,000</u>          | <u>\$ 25,000</u>          |

**Fund Balance**

|   |                   |                   |
|---|-------------------|-------------------|
| Beginning reserves and fund balance                   | \$ 238,262        | \$ 330,645        |
| + Revenues  | 105,295           | 105,221           |
| - Expenses  | <u>(12,912)</u>   | <u>(36,435)</u>   |
| Ending reserve and fund balances                      | \$ 330,645        | \$ 399,431        |
| - Fund balance appropriated to subsequent fiscal year | -                 | -                 |
| Unreserved un-appropriated fund balance               | <u>\$ 330,645</u> | <u>\$ 399,431</u> |

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, 2014 the balance in the reserve fund was \$399,431.

## Debt Service Fund

**City of Watertown**

**2015-16**

| <b>Revenues</b>                                    | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|--|---------------------------|---------------------------|---------------------------|---------------------------|
| V.2401 Interest and Earning                        | \$ -                      | \$ -                      | \$ -                      | \$ -                      |
| V.2710 Premium and Accrued Interest on Obligations | -                         | 91,253                    | -                         | -                         |
| V.5031 Interfund Transfers                         | -                         | -                         | -                         | -                         |
| V.5791 Proceeds of Advance Refunding               | -                         | 2,993,574                 | -                         | -                         |
| Sub-Total  | -                         | 3,084,827                 | -                         | -                         |
| Appropriated Fund Balance                          | -                         | -                         | -                         | -                         |
| <b>Total Revenues</b>                              | <b>\$ -</b>               | <b>\$ 3,084,827</b>       | <b>\$ -</b>               | <b>\$ -</b>               |

| <b>Expenditures</b>                | <b>2012-13<br/>ACTUAL</b> | <b>2013-14<br/>ACTUAL</b> | <b>2014-15<br/>BUDGET</b> | <b>2015-16<br/>BUDGET</b> |
|------------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| V.9510 Transfer to General Fund    | \$ -                      | \$ -                      | \$ -                      | \$ -                      |
| V.9991 Payment to Escrow Agent and | -                         | 3,083,328                 | -                         | -                         |
| <b>Total Expenditures</b>          | <b>\$ -</b>               | <b>\$ 3,083,328</b>       | <b>\$ -</b>               | <b>\$ -</b>               |

**Fund Balance**

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

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

**SELF-  
FUNDED  
HEALTH  
INSURANCE  
FUND**

**Fiscal Year:** 2015-16  
**Department:** Self Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits



**Description:** The City self insures its Health Insurance benefits for its eligible active and retired employees. A third party administrator, POMCO, administers the program for a fee. To insure against catastrophic losses, the City purchases "stop-loss" insurance for losses exceeding \$175,000. At June 30, 2014, the fund balance was \$2,675,934.

#### **2014-15 Accomplishments:**

- ✓ Monitored the Federal Health Care Reform Act and assessed its impact on the City's Health Insurance plan. Worked with the Health Insurance Committee to implement changes and communicate changes and potential impact to our employees.
- ✓ Continued to work with Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits. With Unions looked at CanaRx and other options that will reduce the City's cost of providing prescription coverage.
- ✓ Actively worked with the Health Insurance Committee to complete the RFP process and made recommendations to City Council for third party administrators of the City's health insurance and prescription drug plans.

#### **2015-16 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. With Unions look at CanaRx and other options that will reduce the City's cost of providing prescription coverage.
- Complete an updated summary plan document.
- Study and analyze the possibility of using health insurance consultant services.

**City of Watertown**

**Fiscal Year: 2015-16**  
**Department: Self-Funded Health Insurance**  
**Account Code: MS**  
**Function: Employee Fringe Benefits**

|   | <b>FY 2012-13</b>          | <b>FY 2013-14</b>          | <b>FY 2014-15</b>          | <b>FY 2015-16</b>          |
|---|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>Revenues</b>                                     | <b>ACTUAL</b>              | <b>ACTUAL</b>              | <b>BUDGET</b>              | <b>BUDGET</b>              |
| MS.1270 Shared Service Charges                      | \$ 6,725,263               | \$ 6,960,819               | \$ 7,124,986               | \$ 7,495,270               |
| MS.2401 Interest Revenue                            | 750                        | 1,454                      | 500                        | 2,500                      |
| MS.2680 Insurance Recovery                          | 40,042                     | 56,273                     | 100,000                    | 100,000                    |
| MS.2700 Medicare Part D Reimbursement               | 199,527                    | 236,896                    | 190,000                    | 200,000                    |
| MS.2701 Refund of Prior Year Expenditures           | 6,049                      | 34,307                     | -                          | -                          |
| MS.2708 Employee Contribution                       | 460,161                    | 487,505                    | 505,136                    | 515,160                    |
| MS.2709 Retired Employee Contribution               | 119,410                    | 122,937                    | 149,492                    | 149,475                    |
| MS.2771 Prescription Reimbursement                  | 159,832                    | 147,423                    | 120,000                    | 160,000                    |
| Sub-Total   | <u>7,711,034</u>           | <u>8,047,614</u>           | <u>8,190,114</u>           | <u>8,622,405</u>           |
| Appropriated Fund Balance                           | -                          | -                          | <u>291,000</u>             | <u>225,000</u>             |
| <b>Total Revenues and Appropriated Fund Balance</b> | <b><u>\$ 7,711,034</u></b> | <b><u>\$ 8,047,614</u></b> | <b><u>\$ 8,481,114</u></b> | <b><u>\$ 8,847,405</u></b> |

|                                  | <b>FY 2012-13</b>          | <b>FY 2013-14</b>          | <b>FY 2014-15</b>          | <b>FY 2015-16</b>          |
|----------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| <b>Expenditures</b>              | <b>ACTUAL</b>              | <b>ACTUAL</b>              | <b>BUDGET</b>              | <b>BUDGET</b>              |
| MS.1710 Administration           | \$ 554,435                 | \$ 553,857                 | \$ 659,114                 | \$ 566,405                 |
| MS 9060.0430.0020 Medical Claims | 4,474,481                  | 4,319,677                  | 5,025,000                  | 5,625,000                  |
| MS 9060.0430.0030 Prescriptions  | <u>2,518,304</u>           | <u>2,611,404</u>           | <u>2,797,000</u>           | <u>2,656,000</u>           |
| <b>Total Expenditures</b>        | <b><u>\$ 7,547,220</u></b> | <b><u>\$ 7,484,937</u></b> | <b><u>\$ 8,481,114</u></b> | <b><u>\$ 8,847,405</u></b> |

| <b>Fund Balance</b>                                   |                            |                            |  |  |
|---|----------------------------|----------------------------|--|--|
| Beginning reserves and fund balance                   | \$ 1,949,411               | \$ 2,113,225               |  |  |
| + Revenues  | 7,711,034                  | 8,047,614                  |  |  |
| - Expenses  | <u>(7,547,220)</u>         | <u>(7,484,937)</u>         |  |  |
| Ending reserve and fund balances                      | \$ 2,113,225               | \$ 2,675,901               |  |  |
| - Fund balance appropriated to subsequent fiscal year | <u>(200,000)</u>           | <u>(291,000)</u>           |  |  |
| Unreserved un-appropriated fund balance               | <b><u>\$ 1,913,225</u></b> | <b><u>\$ 2,384,901</u></b> |  |  |

**City of Watertown**  
**Fiscal Year: 2015-16**  
**Department: Self-Funded Health Insurance**  
**Account Code: MS**  
**Function: Employee Fringe Benefits**

**FY 2015-16 BUDGET**

**Personal Services**

|              |   |    |                  |
|--------------|---|----|------------------|
| MS.1710.0110 | Salaries  |    |                  |
|              | Confidential Assistant to the City Manager (.1) * | \$ | 5,103            |
|              | Benefits Administrator (.8) **                    |    | <u>32,960</u>    |
|              | Total Personal Services                           |    | <u>\$ 38,063</u> |

**Operating Expenses**

|              |   |  |                   |
|--------------|---|--|-------------------|
| MS.1710.0420 | Insurance                                       |  |                   |
|              | Stop Loss Insurance                             |  | \$ 265,000        |
| MS.1710.0430 | Contracted Services                             |  |                   |
|              | POMCO Administration Fees                       |  | 187,000           |
|              | Health Insurance Tracking Software              |  | <u>15,000</u>     |
|              |   |  | 202,000           |
| MS.1710.0440 | Fees, Non Employee                              |  |                   |
|              | Attestation                                     |  | 1,550             |
|              | Patient Protection and Affordable Care Act Fees |  | <u>35,650</u>     |
|              |   |  | 37,200            |
| MS.1710.0450 | Miscellaneous                                   |  | 100               |
| MS.1710.0460 | Materials and Supplies                          |  |                   |
|              | Supplies  |  | 500               |
| MS.1710.0465 | Equipment < \$10,000                            |  |                   |
|              | Desk and Filing Cabinets                        |  | <u>4,200</u>      |
|              | Total Operating Expenses                        |  | <u>\$ 509,000</u> |

**Fringe Benefits**

|              |   |    |               |
|--------------|---|----|---------------|
| MS.1710.0810 | New York State Employees' Retirement System | \$ | 4,453         |
| MS.1710.0830 | Social Security                             |    | 2,911         |
| MS.1710.0850 | Health Insurance                            |    | <u>11,978</u> |
|              | Total Fringe Benefits                       | \$ | <u>19,342</u> |

**TOTAL BUDGET**

\$ 566,405

\* Split 90% with A.1230

\*\* Split 20% with A.1230

# CAPITAL PROJECTS FUND

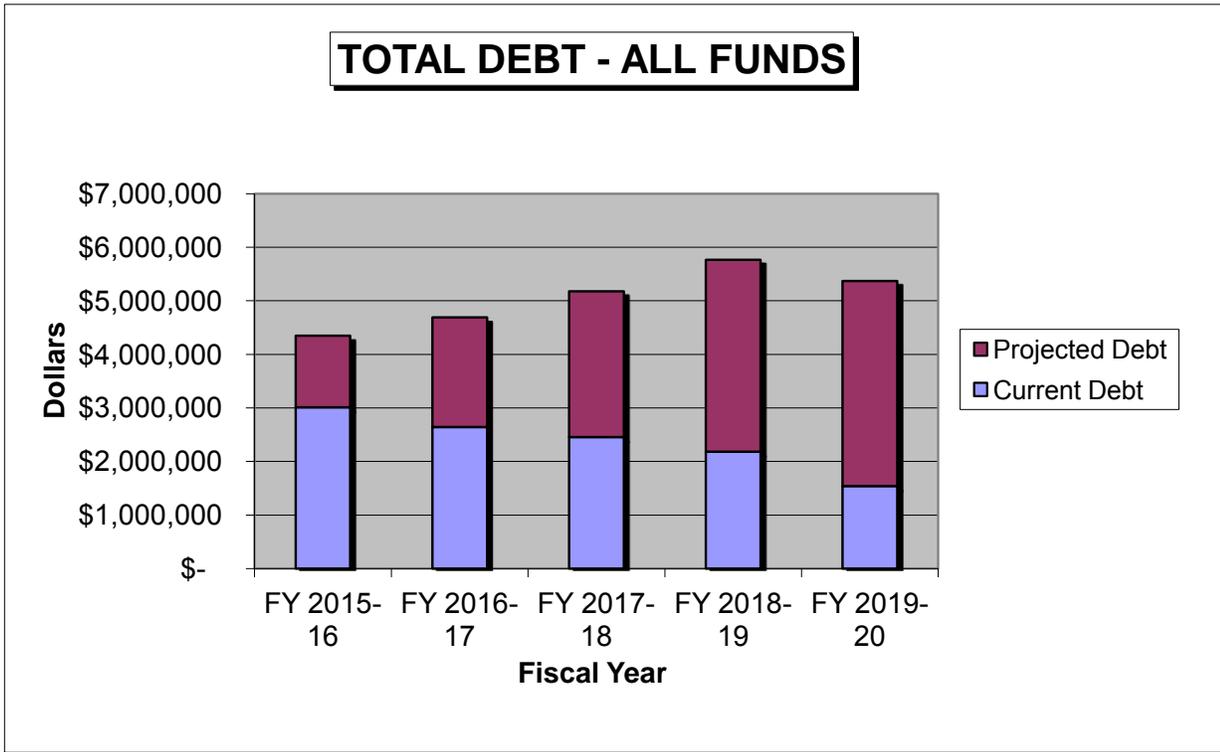
**CITY OF WATERTOWN  
FISCAL YEAR 2015-16 BUDGET  
COMPUTATION OF DEBT LIMIT  
As of June 30, 2015**

|   |               |                  |
|---|---------------|------------------|
| Five Year Average Full Valuation of Taxable Real Property |               | \$ 1,120,871,073 |
| Debt Limit - 7% thereof                                   |               | \$ 78,460,975    |
| Inclusions:   |               |                  |
| Outstanding Bonds   |               | \$ 39,990,000    |
| Exclusions:   |               |                  |
| Self-liquidating Debt                                     | \$ 4,542,000  |                  |
| Water Debt  | 5,862,937     |                  |
| Sewer Debt  | 10,876,887    |                  |
| Cash on Hand in Mandatory Reserve                         | 22,750        |                  |
|   | \$ 21,304,574 |                  |
| Total Net Indebtedness                                    |               | \$ 18,685,426    |
| Net Debt Contracting Margin                               |               | \$ 59,775,549    |
| The percent of debt contracting power exhausted is        |               | <u>23.81%</u>    |

**DEBT**

**ALL FUNDS**

|                           | <u>FY 2015-16</u>   | <u>FY 2016-17</u>   | <u>FY 2017-18</u>   | <u>FY 2018-19</u>   | <u>FY 2019-20</u>   |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Current Debt **</b>    | \$ 3,013,582        | \$ 2,642,615        | \$ 2,457,487        | \$ 2,185,750        | \$ 1,544,320        |
| <b>Projected New Debt</b> | 1,332,767           | 2,046,151           | 2,720,397           | 3,578,953           | 3,827,089           |
| <b>TOTAL</b>              | <u>\$ 4,346,349</u> | <u>\$ 4,688,766</u> | <u>\$ 5,177,884</u> | <u>\$ 5,764,703</u> | <u>\$ 5,371,409</u> |



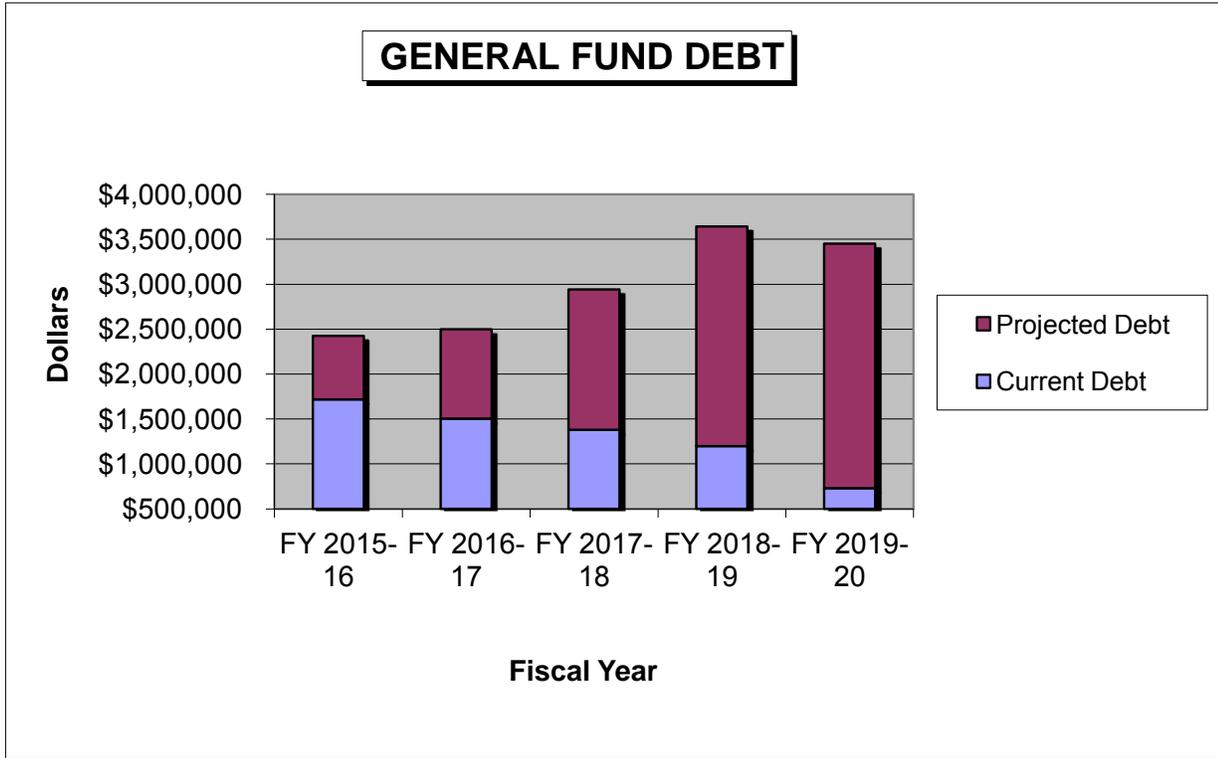
\*\*Current debt is net of the following debt that will have offsetting revenues:

|  | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Hydro-electric debt                                | \$ 656,003        | \$ 644,900        | \$ 647,398        | \$ 647,455        | \$ 596,638        |
| Water Treatment Plant debt applicable to DANC      | \$ 38,661         | \$ 39,174         | \$ 50,291         | \$ 41,735         | \$ 41,222         |
| Wastewater Treatment Plant debt applicable to DANC | \$ 195,521        | \$ 216,795        | \$ 317,882        | \$ 309,986        | \$ 306,267        |

**DEBT**

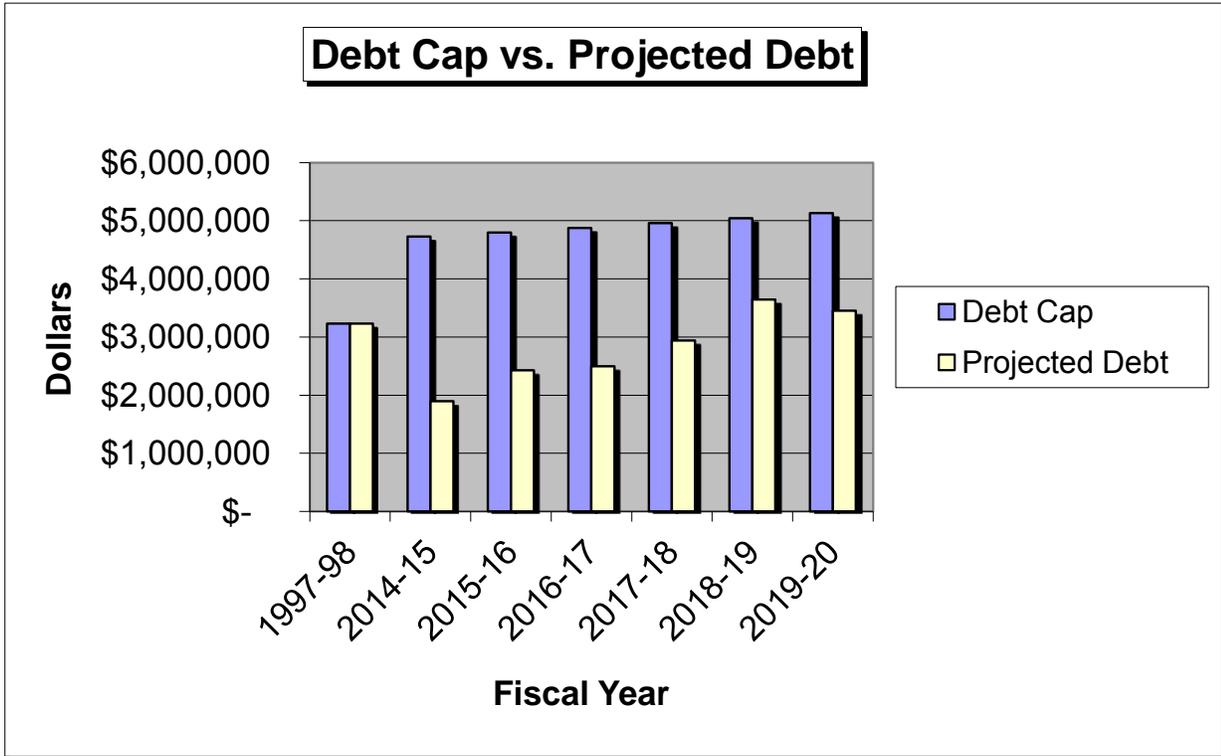
**GENERAL FUND**

|                    | <u>FY 2015-16</u>          | <u>FY 2016-17</u>          | <u>FY 2017-18</u>          | <u>FY 2018-19</u>          | <u>FY 2019-20</u>          |
|--------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Current Debt       | \$ 1,717,338               | \$ 1,503,662               | \$ 1,378,993               | \$ 1,196,788               | \$ 729,994                 |
| Projected New Debt | <u>708,883</u>             | <u>993,921</u>             | <u>1,562,567</u>           | <u>2,447,098</u>           | <u>2,721,209</u>           |
| <b>TOTAL</b>       | <b><u>\$ 2,426,221</u></b> | <b><u>\$ 2,497,583</u></b> | <b><u>\$ 2,941,560</u></b> | <b><u>\$ 3,643,886</u></b> | <b><u>\$ 3,451,203</u></b> |



**GENERAL FUND DEBT CAP**

| <u>Fiscal Year</u> |           | <u>Debt Cap</u> | <u>Actual / Projected Debt</u> |
|--------------------|-----------|-----------------|--------------------------------|
| 1997-98            | base year | \$ 3,231,475    | \$ 3,231,475                   |
| 2014-15            | actual    | \$ 4,728,663    | \$ 1,896,342                   |
| 2015-16            | actual    | \$ 4,797,927    | \$ 2,426,221                   |
| 2016-17            | projected | \$ 4,875,758    | \$ 2,497,583                   |
| 2017-18            | projected | \$ 4,959,563    | \$ 2,941,560                   |
| 2018-19            | projected | \$ 5,044,808    | \$ 3,643,886                   |
| 2019-20            | projected | \$ 5,131,518    | \$ 3,451,203                   |



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

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

Debt excluded from the debt cap calculation:

|                     | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Hydro-electric debt | \$ 656,003        | \$ 644,900        | \$ 647,398        | \$ 647,455        | \$ 596,638        |

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

|   |  | <u>Funding Source</u> | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|---|--|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>GENERAL FUND - Facility Improvements</b>                         |  |                       |                   |                   |                   |                   |                   |
| <b>Athletics</b>  |  |                       |                   |                   |                   |                   |                   |
| Restroom renovations - North  | Operating Transfer                         | \$ -                  | \$ 30,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Athletics</b>  |  | \$ -                  | \$ 30,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Bus</b>  |  |                       |                   |                   |                   |                   |                   |
| Security enhancements   | Grant                                      | \$ -                  | \$ 20,000         | \$ 20,000         | \$ 20,000         | \$ 20,000         | \$ 20,000         |
| Shelters  | Grant                                      | \$ -                  | \$ -              | \$ 40,000         | \$ -              | \$ 40,000         | \$ 40,000         |
| <b>Total Bus</b>  |  | \$ -                  | \$ 20,000         | \$ 60,000         | \$ 20,000         | \$ 60,000         | \$ 60,000         |
| <b>DPW Newell Street Facilities</b>                                 |  |                       |                   |                   |                   |                   |                   |
| Exterior freight delivery system                                    | Capital Reserve Fund                       | \$ 150,000            | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Newell Street buildings evaluations - master plan                   | Operating Transfer                         | \$ -                  | \$ 65,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Newell Street parking lot lighting                                  | Operating Transfer (77.5%) / Grant (22.5%) | \$ 35,000             | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Engine Street employee parking lot                                  | Operating Transfer                         | \$ -                  | \$ 150,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Newell Street administration building rehabilitation                | Operating Transfer                         | \$ -                  | \$ 150,000        | \$ 150,000        | \$ -              | \$ -              | \$ -              |
| Property acquisition and remediation                                | Debt                                       | \$ -                  | \$ -              | \$ 900,000        | \$ -              | \$ -              | \$ -              |
| Buildings and Grounds garage design / construction                  | Debt                                       | \$ -                  | \$ -              | \$ -              | \$ 150,000        | \$ 1,250,000      | \$ 1,250,000      |
| <b>Total DPW Newell Street Facilities</b>                           |  | \$ 185,000            | \$ 365,000        | \$ 1,050,000      | \$ 150,000        | \$ 1,250,000      | \$ 1,250,000      |
| <b>DPW Refuse &amp; Recycling</b>                                   |  |                       |                   |                   |                   |                   |                   |
| Compost pad construction  | Debt                                       | \$ -                  | \$ -              | \$ 250,000        | \$ -              | \$ -              | \$ -              |
| Land acquisition and site work for single stream recycling facility | Debt                                       | \$ -                  | \$ -              | \$ -              | \$ 800,000        | \$ -              | \$ -              |
| Single stream recycling facility                                    | Debt                                       | \$ -                  | \$ -              | \$ -              | \$ -              | \$ 1,400,000      | \$ 1,400,000      |
| <b>Total DPW Refuse &amp; Recycling</b>                             |  | \$ -                  | \$ -              | \$ 250,000        | \$ 800,000        | \$ 1,400,000      | \$ 1,400,000      |
| <b>Fairgrounds</b>  |  |                       |                   |                   |                   |                   |                   |
| Scoreboard  | Operating Transfer                         | \$ -                  | \$ 65,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Grandstand driveway and parking (phase I, II)                       | Debt                                       | \$ -                  | \$ 350,000        | \$ 190,000        | \$ -              | \$ -              | \$ -              |
| <b>Total Fairgrounds</b>  |  | \$ -                  | \$ 415,000        | \$ 190,000        | \$ -              | \$ -              | \$ -              |
| <b>Fire</b>   |  |                       |                   |                   |                   |                   |                   |
| Storage building  | Debt                                       | \$ -                  | \$ 264,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Building heating plant - Station #1                                 | Operating Transfer                         | \$ -                  | \$ 35,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Overhead doors - Station #3   | Operating Transfer                         | \$ -                  | \$ 12,300         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Fire</b>   |  | \$ -                  | \$ 311,300        | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Hydro-Electric Facility</b>                                      |  |                       |                   |                   |                   |                   |                   |
| Turbine intake resurfacing  | Operating Transfer                         | \$ -                  | \$ 130,000        | \$ 130,000        | \$ 130,000        | \$ -              | \$ -              |
| Excitation System Upgrade   | Operating Transfer                         | \$ -                  | \$ 80,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Canal spillway resurfacing  | Debt                                       | \$ -                  | \$ -              | \$ -              | \$ 300,000        | \$ -              | \$ -              |
| <b>Total Hydro-electric Facility</b>                                |  | \$ -                  | \$ 210,000        | \$ 130,000        | \$ 430,000        | \$ -              | \$ -              |
| <b>Municipal Building</b>   |  |                       |                   |                   |                   |                   |                   |
| Boiler replacement  | Debt                                       | \$ 190,000            | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Air handling unit replacements (3)                                  | Debt                                       | \$ -                  | \$ 175,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| HVAC and building envelope upgrades                                 | Debt                                       | \$ -                  | \$ -              | \$ 2,500,000      | \$ -              | \$ -              | \$ -              |
| <b>Total Municipal Building</b>                                     |  | \$ 190,000            | \$ 175,000        | \$ 2,500,000      | \$ -              | \$ -              | \$ -              |
| <b>Parking Lots</b>   |  |                       |                   |                   |                   |                   |                   |
| JB Wise / Court Street Lot retaining wall repair                    | Debt                                       | \$ -                  | \$ -              | \$ -              | \$ -              | \$ 200,000        | \$ 200,000        |
| <b>Total Parking Lots</b>   |  | \$ -                  | \$ -              | \$ -              | \$ -              | \$ 200,000        | \$ 200,000        |
| <b>Police</b>   |  |                       |                   |                   |                   |                   |                   |
| Range lead abatement  | Operating Transfer                         | \$ -                  | \$ 75,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Police</b>   |  | \$ -                  | \$ 75,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Pools</b>  |  |                       |                   |                   |                   |                   |                   |
| Flynn Pool heating system   | Operating Transfer                         | \$ -                  | \$ 30,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Thompson Park splash park   | Debt                                       | \$ -                  | \$ 375,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Pools</b>  |  | \$ -                  | \$ 405,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Property Remediations</b>  |  |                       |                   |                   |                   |                   |                   |
| Demolition - 424 Vanduzee Street                                    | Debt                                       | \$ -                  | \$ 1,200,000      | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Property Remediations</b>                                  |  | \$ -                  | \$ 1,200,000      | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Thompson Park</b>  |  |                       |                   |                   |                   |                   |                   |
| Restroom renovations  | Operating Transfer                         | \$ -                  | \$ 70,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Street repair   | Operating Transfer                         | \$ -                  | \$ 50,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Pinnacle Wood Walk wall rehabilitation                              | Debt                                       | \$ -                  | \$ 150,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Playground cushion replacement                                      | Debt / Operating Transfer                  | \$ -                  | \$ 150,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Playground replacement  | Debt                                       | \$ -                  | \$ 200,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Thompson Park</b>  |  | \$ -                  | \$ 620,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Facility Improvements</b>                                  |  |                       |                   |                   |                   |                   |                   |
|   |  | \$ 375,000            | \$ 3,826,300      | \$ 4,180,000      | \$ 1,400,000      | \$ 2,910,000      | \$ 2,910,000      |
| Debt  | Debt                                       | \$ 190,000            | \$ 2,744,000      | \$ 3,840,000      | \$ 1,250,000      | \$ 2,850,000      | \$ 2,850,000      |
| Operating fund transfer   | Operating Transfer                         | 27,125                | 1,064,300         | 286,000           | 132,000           | 6,000             | 6,000             |
| Grant   | Grant                                      | 7,875                 | 18,000            | 54,000            | 18,000            | 54,000            | 54,000            |
| Reserve fund transfer   | Capital Reserve Fund                       | 150,000               | -                 | -                 | -                 | -                 | -                 |
| <b>Total Facility Improvements By Funding Sources</b>               |  | \$ 375,000            | \$ 3,826,300      | \$ 4,180,000      | \$ 1,400,000      | \$ 2,910,000      | \$ 2,910,000      |

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

| <b>GENERAL FUND - Vehicles and Equipment</b>          |   | <b>Funding Source</b> | <b>FY 2015-16</b> | <b>FY 2016-17</b> | <b>FY 2017-18</b> | <b>FY 2018-19</b> | <b>FY 2019-20</b> |
|---|---|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Arena</b>  |   |                       |                   |                   |                   |                   |                   |
| Zamboni   | Capital Reserve Fund                        | \$ -                  | \$ 100,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| 4x4 pickup truck w/plow & lift gate                   | Operating Transfer                          | \$ -                  | \$ 37,500         | \$ 37,500         | \$ -              | \$ -              | \$ -              |
| <b>Total Arena</b>                                    |   | \$ -                  | \$ 137,500        | \$ 37,500         | \$ -              | \$ -              | \$ -              |
| <b>Bus</b>  |   |                       |                   |                   |                   |                   |                   |
| Transit bus (2)                                       | Grant (90%)/<br>Operating Transfer<br>(10%) | \$ 750,000            | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Para-transit bus (2)                                  | Grant (90%)/<br>Operating Transfer<br>(10%) | \$ -                  | \$ 150,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Fare collection and processing system upgrade         | Grant (90%)/<br>Operating Transfer<br>(10%) | \$ -                  | \$ 90,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Pickup truck with plow and lift gate                  | Grant (90%)/<br>Operating Transfer<br>(10%) | \$ -                  | \$ -              | \$ -              | \$ 40,000         | \$ -              | \$ -              |
| <b>Total Bus</b>                                      |   | \$ 750,000            | \$ 240,000        | \$ -              | \$ 40,000         | \$ -              | \$ -              |
| <b>Central Garage</b>                                 |   |                       |                   |                   |                   |                   |                   |
| Garage service truck w/crane                          | Capital Reserve Fund                        | \$ -                  | \$ 75,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Central Garage</b>                           |   | \$ -                  | \$ 75,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Code Enforcement</b>                               |   |                       |                   |                   |                   |                   |                   |
| Pickup truck  | Operating Transfer                          | \$ -                  | \$ 25,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Code Enforcement</b>                         |   | \$ -                  | \$ 25,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>DPW Administration</b>                             |   |                       |                   |                   |                   |                   |                   |
| Superintendent vehicle                                | Operating Transfer                          | \$ -                  | \$ 31,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total DPW Administration</b>                       |   | \$ -                  | \$ 31,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Engineering</b>                                    |   |                       |                   |                   |                   |                   |                   |
| 4x2 pickup truck with service body (sidewalk program) | Operating Transfer                          | \$ -                  | \$ 35,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Engineering vehicle                                   | Operating Transfer                          | \$ -                  | \$ 35,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Engineering</b>                              |   | \$ -                  | \$ 70,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Fairgrounds</b>                                    |   |                       |                   |                   |                   |                   |                   |
| Athletic mower  | Operating Transfer                          | \$ -                  | \$ 35,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Total Engineering</b>                              |   | \$ -                  | \$ 35,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| <b>Fire</b>   |   |                       |                   |                   |                   |                   |                   |
| Engine 5 replacement                                  | Debt  | \$ 550,000            | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Turnout gear replacements                             | Operating Transfer                          | \$ -                  | \$ 51,000         | \$ 51,000         | \$ 51,000         | \$ 51,000         | \$ 51,000         |
| Vehicle computer replacements                         | Operating Transfer                          | \$ -                  | \$ 36,000         | \$ -              | \$ -              | \$ -              | \$ -              |
| Engine 1 refurbishment                                | Capital Reserve Fund                        | \$ 150,000            | \$ -              | \$ -              | \$ -              | \$ -              | \$ -              |
| Ladder truck 2 replacement                            | Debt  | \$ -                  | \$ 1,335,000      | \$ -              | \$ -              | \$ -              | \$ -              |
| Vehicle replacement                                   | Operating Transfer                          | \$ -                  | \$ -              | \$ 42,000         | \$ -              | \$ -              | \$ -              |
| Vehicle replacement                                   | Operating Transfer                          | \$ -                  | \$ -              | \$ 40,000         | \$ -              | \$ -              | \$ -              |
| Heavy rescue vehicle                                  | Debt  | \$ -                  | \$ -              | \$ -              | \$ 550,000        | \$ -              | \$ -              |
| Engine 4 replacement                                  | Debt  | \$ -                  | \$ -              | \$ -              | \$ -              | \$ -              | \$ 550,500        |
| <b>Total Fire</b>                                     |   | \$ 700,000            | \$ 1,422,000      | \$ 133,000        | \$ 601,000        | \$ 601,000        | \$ 601,500        |
| <b>Hydro-electric Facility</b>                        |   |                       |                   |                   |                   |                   |                   |
| Excitation system upgrade, Unit #1-3                  | Operating Transfer                          | \$ 80,000             | \$ 80,000         | \$ 80,000         | \$ -              | \$ -              | \$ -              |
| Turbine roller bearing                                | Operating Transfer                          | \$ -                  | \$ -              | \$ -              | \$ -              | \$ -              | \$ 80,000         |
| <b>Total Hydro-electric Facility</b>                  |   | \$ 80,000             | \$ 80,000         | \$ 80,000         | \$ -              | \$ -              | \$ 80,000         |
| <b>Information Technology</b>                         |   |                       |                   |                   |                   |                   |                   |
| Financial management software                         | Debt  | \$ -                  | \$ -              | \$ -              | \$ -              | \$ -              | \$ 500,000        |
| <b>Total Information Technology</b>                   |   | \$ -                  | \$ -              | \$ -              | \$ -              | \$ -              | \$ 500,000        |
| <b>Maintenance of Roads</b>                           |   |                       |                   |                   |                   |                   |                   |
| Tandem axle dump truck                                | Capital Reserve Fund                        | \$ -                  | \$ 150,000        | \$ -              | \$ -              | \$ -              | \$ -              |
| Semi-tractor (used)                                   | Operating Transfer                          | \$ -                  | \$ -              | \$ 65,000         | \$ -              | \$ -              | \$ -              |
| Lowboy trailer (35T)                                  | Operating Transfer                          | \$ -                  | \$ -              | \$ 50,000         | \$ -              | \$ -              | \$ -              |
| Single axle dump truck                                | Operating Transfer                          | \$ -                  | \$ -              | \$ -              | \$ 125,000        | \$ -              | \$ -              |
| <b>Total Maintenance of Roads</b>                     |   | \$ -                  | \$ 150,000        | \$ 115,000        | \$ 125,000        | \$ -              | \$ -              |
| <b>Municipal Maintenance</b>                          |   |                       |                   |                   |                   |                   |                   |
| Six person pickup truck with service body             | Operating Transfer                          | \$ -                  | \$ 38,000         | \$ -              | \$ 38,000         | \$ -              | \$ -              |
| Utility vehicle with attachments                      | Operating Transfer                          | \$ -                  | \$ -              | \$ -              | \$ 60,000         | \$ -              | \$ -              |
| 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         |
| <b>Total Municipal Maintenance</b>                    |   | \$ -                  | \$ 38,000         | \$ -              | \$ 98,000         | \$ -              | \$ 180,000        |

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

|   | <u>Funding Source</u>                     | <u>FY 2015-16</u>   | <u>FY 2016-17</u>   | <u>FY 2017-18</u>   | <u>FY 2018-19</u>   | <u>FY 2019-20</u>   |
|---|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>Police</b>   |   |                     |                     |                     |                     |                     |
| Marked patrol vehicles  | Operating Transfer                        | \$ -                | \$ 152,000          | \$ 120,000          | \$ 165,000          | \$ 127,000          |
| Un-marked vehicles  | Operating Transfer                        | \$ -                | \$ 34,100           | \$ -                | \$ -                | \$ -                |
| <b>Total Police</b>   |   | <b>\$ -</b>         | <b>\$ 186,100</b>   | <b>\$ 120,000</b>   | <b>\$ 165,000</b>   | <b>\$ 127,000</b>   |
| <b>Recreation</b>   |   |                     |                     |                     |                     |                     |
| Pickup truck with utility service body                        | Operating Transfer                        | \$ -                | \$ 37,500           | \$ -                | \$ -                | \$ -                |
| <b>Total Recreation</b>                                       |   | <b>\$ -</b>         | <b>\$ 37,500</b>    | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Refuse &amp; Recycle</b>                                   |   |                     |                     |                     |                     |                     |
| Single stream totes (6,000)                                   | Debt                                      | \$ -                | \$ 420,000          | \$ -                | \$ -                | \$ -                |
| Side-load refuse packer                                       | Capital Reserve Fund                      | \$ -                | \$ 220,000          | \$ 225,000          | \$ -                | \$ -                |
| Transfer facility tractor                                     | Operating Transfer                        | \$ -                | \$ 145,000          | \$ -                | \$ -                | \$ -                |
| Transfer facility trailers (2)                                | Operating Transfer                        | \$ -                | \$ 170,000          | \$ -                | \$ -                | \$ -                |
| Front load dumpsters  | Operating Transfer                        | \$ -                | \$ 20,000           | \$ -                | \$ -                | \$ -                |
| Front load trash collection truck                             | Operating Transfer                        | \$ -                | \$ 150,000          | \$ -                | \$ -                | \$ -                |
| Green waste packer (20 yd3)                                   | Operating Transfer                        | \$ -                | \$ -                | \$ 160,000          | \$ -                | \$ -                |
| <b>Total Refuse &amp; Recycle</b>                             |   | <b>\$ -</b>         | <b>\$ 1,125,000</b> | <b>\$ 385,000</b>   | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>Snow Removal</b>   |   |                     |                     |                     |                     |                     |
| 4x4 snow plow with wing                                       | Capital Reserve Fund                      | \$ 240,000          | \$ -                | \$ -                | \$ -                | \$ -                |
| Front-end loader (2.5yd3)                                     | Capital Reserve Fund / Operating Transfer | \$ 130,000          | \$ -                | \$ -                | \$ 140,000          | \$ -                |
| Stainless steel spreader and pre-wet system with accessories  | Operating Transfer                        | \$ -                | \$ 38,000           | \$ -                | \$ -                | \$ -                |
| Jeep w/snow plow  | Operating Transfer                        | \$ -                | \$ 30,000           | \$ 31,000           | \$ -                | \$ -                |
| 4x4 pickup w/plow and liftgate                                | Operating Transfer                        | \$ -                | \$ 37,000           | \$ -                | \$ 38,000           | \$ -                |
| Tandem axle dump truck  | Capital Reserve Fund                      | \$ -                | \$ -                | \$ 155,000          | \$ -                | \$ -                |
| 4x4 snow plow with wing, underbody scraper and sander         | Operating Transfer                        | \$ -                | \$ -                | \$ 250,000          | \$ -                | \$ -                |
| Skid steer loader   | Operating Transfer                        | \$ -                | \$ -                | \$ -                | \$ -                | \$ 40,000           |
| Single axle dump truck with angle plow, spreader and controls | Debt                                      | \$ -                | \$ -                | \$ -                | \$ -                | \$ 165,000          |
| <b>Total Snow Removal</b>                                     |   | <b>\$ 370,000</b>   | <b>\$ 105,000</b>   | <b>\$ 436,000</b>   | <b>\$ 178,000</b>   | <b>\$ 205,000</b>   |
| <b>Storm Sewers</b>   |   |                     |                     |                     |                     |                     |
| Single axle dump truck  | Capital Reserve Fund                      | \$ -                | \$ 115,000          | \$ -                | \$ -                | \$ -                |
| Trailer Mounted Sewer Jet (50% with Storm Sewer)              | Operating Transfer                        | \$ -                | \$ 30,000           | \$ -                | \$ -                | \$ -                |
| Hydraulic excavator (used) (50% with sanitary sewer)          | Operating Transfer                        | \$ -                | \$ -                | \$ -                | \$ 85,000           | \$ -                |
| <b>Total Storm Sewers</b>                                     |   | <b>\$ -</b>         | <b>\$ 145,000</b>   | <b>\$ -</b>         | <b>\$ 85,000</b>    | <b>\$ -</b>         |
| <b>Thompson Park</b>  |   |                     |                     |                     |                     |                     |
| Pickup w/plow and liftgate                                    | Operating Transfer                        | \$ -                | \$ 37,000           | \$ -                | \$ -                | \$ -                |
| Trash packer  | Operating Transfer                        | \$ -                | \$ -                | \$ -                | \$ 100,000          | \$ -                |
| <b>Total Thompson Park</b>                                    |   | <b>\$ -</b>         | <b>\$ 37,000</b>    | <b>\$ -</b>         | <b>\$ 100,000</b>   | <b>\$ -</b>         |
| <b>Total Vehicles and Equipment</b>                           |   | <b>\$ 1,900,000</b> | <b>\$ 3,939,100</b> | <b>\$ 1,306,500</b> | <b>\$ 1,392,000</b> | <b>\$ 1,693,500</b> |
| Debt  | Debt                                      | \$ 550,000          | \$ 1,755,000        | \$ -                | \$ 550,000          | \$ 1,215,500        |
| Operating fund transfer                                       | Operating Transfer                        | 155,000             | 1,308,100           | 843,504             | 806,000             | 478,000             |
| Grant   | Grant                                     | 675,000             | 216,000             | -                   | 36,000              | -                   |
| Reserve fund transfer   | Capital Reserve Fund                      | 520,000             | 660,000             | 462,996             | -                   | -                   |
| <b>Total Vehicles and Equipment By Funding Sources</b>        |   | <b>\$ 1,900,000</b> | <b>\$ 3,939,100</b> | <b>\$ 1,306,500</b> | <b>\$ 1,392,000</b> | <b>\$ 1,693,500</b> |
|   |   | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |



**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
NEWELL STREET FACILITY**

| PROJECT DESCRIPTION   | COST  |
|---|---|
| <p data-bbox="180 485 678 527"><b>Exterior Freight Delivery System</b></p> <p data-bbox="180 569 1263 785">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 and the purchase of a telescopic materials loader that will be equipped with a freight handling platform. The loader will be multi-tasked for various interdepartmental functions where outreach loading and unloading is required.</p> <div data-bbox="423 827 1036 1356" data-label="Image"> </div> <div data-bbox="451 1373 979 1583" data-label="Image"> </div> <p data-bbox="159 1787 1203 1860">Funding to support this project will be through a transfer from the General Fund's Capital Reserve Fund.</p> | <p data-bbox="1300 470 1468 512"><b>\$140,000</b></p> |
| <b>TOTAL</b>  | <b>\$140,000</b>                                      |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
NEWELL STREET FACILITY**

| PROJECT DESCRIPTION  | COST   |
|--|--|
| <p data-bbox="180 485 834 527"><b>Newell Street Parking Lot Lighting Project:</b></p> <p data-bbox="180 562 1219 814">This project is for the installation of lighting at Newell Street parking lot. The project includes installation of underground power from the Transit facility and 5 (25') aluminum square pole flood LED fixtures spaced to provide photometric equalized lighting in the parking lot. The intent of the project is to provide proper outdoor lighting from dusk to dawn, ensure a good level of visibility for employees to prevent accidents, deter crime and vandalism and maintain an attractive environment.</p>  <p data-bbox="159 1818 1187 1885">Funding to support this project will be from the Federal Transit Administration (\$7,875) and through a transfer from the General Fund (\$27,125) (A 9950.0900).</p> | <p data-bbox="1295 470 1438 512"><b>\$35,000</b></p> |
| <b>TOTAL</b>   | <b>\$35,000</b>                                      |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENTS  
MUNICIPAL BUILDING**

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>City Hall Boiler Replacement:</p> <p>This funding supports the replacement of the existing Fulton Boilers located in the basement of City Hall. The boilers were originally installed in 2001 and are nearing the end of their service life.</p>  <p>The image shows four large, tan-colored industrial boilers lined up in a basement. Each boiler has a red and orange 'Pulsepak' logo and the 'Fulton' brand name. The boilers are mounted on a concrete base. The background shows some pipes and structural elements of the building.</p> | <p>\$190,000</p> |
| <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$24,700.</p>   |                  |
| <b>TOTAL</b>   | <b>\$190,000</b> |

# FISCAL YEAR 2015-2016 CAPITAL BUDGET VEHICLES AND EQUIPMENT BUS SYSTEM

| PROJECT DESCRIPTION   | COST             |
|---|------------------|
| <p><b>Transit Buses:</b></p> <p>The CitiBus Transit Bus Fleet presently consist of five (5) each, 2002 Orion V, Model 3, High Floor Buses, ADA compliant, 30 feet in length and having a seating capacity of 30 passengers to include 2 wheelchair stations and hydraulic lift. These units were all purchased at the same time through a Federal Transit Administration Section 5311 grant at a per unit cost of \$280,000. These buses are classified as 12-year buses by the FTA and are now eligible for replacement. Three of these buses were approved for replacement in the 2014/2015 Capital Budget but procurement was delayed awaiting confirmation that federal funding would be available from the Section 5307 grant. As such this request is for the purchase of the remaining two units. The Federal-State-City contributions remain the same 80/10/10 as in previous purchases.</p> <p>We anticipate purchasing similar bus styles and sizes with the only major upgrade/design change is with the wheelchair lifts being replaced with the fold out ramps at the front entry portal which, relative to operating reliability, will be a vast improvement over our existing units.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be Federal reimbursements (80%), NYS reimbursements (10%) and through a transfer from the General Fund (10%) (A.9950.0900).</p> | <p>\$750,000</p> |
| <b>TOTAL</b>  | <b>\$750,000</b> |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
FIRE**

| PROJECT DESCRIPTION  | COST                    |
|--|-------------------------|
| <p><b>Fire Engine:</b><br/>The department seeks approval to purchase a Fire Engine to replace a 1986 Emergency One pumper. This 28 year old vehicle has served the community well. The existing pumper does not have an enclosed cab or three point safety restraints [seat belts] nor did it retain a full complement of hand tools when it was placed in reserve status in 2006. All of which are a requirement of NFPA 1901-<u>Standard for Automotive Fire Apparatus</u>. In its last annual pump service test, it had a number of valves leaking, and multiple gauges that did not work properly. While its turbo charger has wear causing slow acceleration, it did pass the last pump test which was conducted by a third party testing vendor. Keeping this vehicle road worthy may be cost prohibitive based on low market value. This vehicle cannot be sold to another fire department due to its age. The last pumper that we tried to sell was eventually donated to Jefferson Community College for their fire science program after there were no interested purchasers. The new pumper should have a life expectancy of fifteen years of service as a front line vehicle and an additional ten to fifteen years in reserve statues. A recent grant purchase of supply hose in 2013 will ensure that the budget amount will not be exceeded with purchase of a replacement apparatus. The last pumper that the department purchased was in 2007 at a cost of \$375,777. This vehicle was originally scheduled to be replaced in the 2009 capital budget but was reassigned to fiscal year 14-15 with a projected cost increase of \$85,000.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$71,500.</p> | <p><b>\$550,000</b></p> |
| <b>TOTAL</b>   | <b>\$550,000</b>        |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
FIRE**

| PROJECT DESCRIPTION  | COST                    |
|--|-------------------------|
| <p><b>Refurbish Engine 1:</b><br/>The department seeks authorization to refurbish Engine 1, a 2000 American Eagle Pumper. This vehicle has been in service as an initial response vehicle since its delivery and refurbishing this work horse should extend its usable life for an additional 15 years of reserve duty. Proposed work to be accomplished include a pump overhaul and installation of a pump compartment heater, replacement of worn safety equipment, transmission and engine overhaul, changing of light package to LED, new tires and brakes as well as repair corrosion issues. In the last 5 years, the department has spent nearly \$36,000 in repairs to keep this vehicle functioning. This past year, the vehicle has been plagued with electrical issues.</p>  <p>Funding to support this project will be through a transfer from the General Fund's Capital Reserve Fund.</p> | <p><b>\$150,000</b></p> |
| <b>TOTAL</b>   | <b>\$150,000</b>        |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
HYDRO-ELECTRIC FACILITY**

| <b>PROJECT DESCRIPTION</b>   | <b>COST</b>  |
|--|--|
| <p data-bbox="159 516 578 554"><b>Excitation System Upgrade:</b></p> <p data-bbox="159 600 1268 961">The excitation units (one per generator/turbine set) that are currently in use at the City’s facility are not repairable should they fail. Should one fail, an extended downtime would occur as it is being replaced. The intended plan is to replace one of the units now with an upgraded repairable unit and then hold onto the “retired” unit as a spare. When one of the remaining two units left in service fails, the spare would be immediately employed. At the same time, a replacement unit would b acquired. This shall repeat itself one more time to affect the total upgrade/replacement of all three units. Thus, the second and the third unit replacements will not necessarily be in consecutive years with the first, except for the worse case wherein all three units fail in consecutive years.</p> <div data-bbox="435 961 997 1808" style="text-align: center;">  </div> <p data-bbox="159 1843 1179 1915">Funding to support this project will be through a transfer from the General Fund (A.9950.0900).</p> | <p data-bbox="1312 499 1455 541"><b>\$80,000</b></p> |
| <b>TOTAL</b>   | <b>\$80,000</b>                                      |

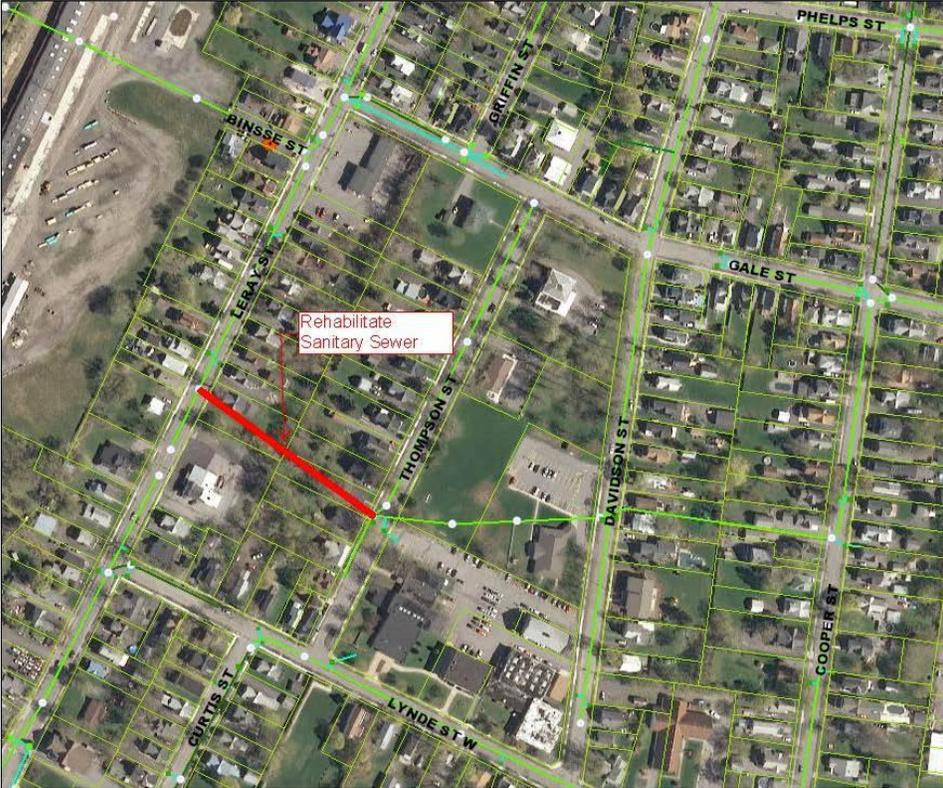
**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
SNOW REMOVAL**

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>4 x 4 Snowplow with Wing:</p> <p>Vehicle 1-019 is a 1983 Mack RD standard shift, four wheel drive, Municipal Snow Plow complete with a one way plow, right hand wing, and underbody scraper. The truck has in excess of 7,000 operating hours. It has served the City well for thirty two years, but replacement/repair parts are extremely difficult to obtain and dependability is an issue. The truck is presently used as the Departments “spare” plow unit. The replacement unit will be equipped with one way front plow, right hand wing, underbody scraper, stainless steel sander unit, back-up camera, pre-wet system, and a computerized spreader controller. The new plow should serve the City for twenty five plus years. The present unit will be traded-in towards the new truck. The City’s next oldest plow (1-17, 1987 MACK) will become the department’s “spare plow”.</p>  <p>Funding to support this project will be through a transfer from the General Fund’s Capital Reserve Fund.</p> | <p>\$240,000</p> |
| <b>TOTAL</b>   | <b>\$240,000</b> |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
SNOW REMOVAL**

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>Front-end Loader:</p> <p>City vehicle 1-065 is a 1997 John Deere, Model TC54H, 130-H.P., 2.5cubic yard, front end loader. With more than 11,000 operating hours this unit has proved to be a very popular and versatile machine with the capability of using the straight bucket, changing to a set of pallet forks, or a side dump bucket for ditch back fill. It is used year around for all projects throughout the City. Due to its age and operational hours it is showing signs of corrosion and is at the end of its life cycle. The replacement unit will be of the same size and configuration and will be purchased from the NYSOGS contract or other municipal contract. The present unit will be traded towards the purchase of the new loader.</p>  <p>Funding to support this project will be through a transfer from the General Fund's Capital Reserve Fund.</p> | <p>\$240,000</p> |
| <b>TOTAL</b>   | <b>\$240,000</b> |

# FISCAL YEAR 2015-2016 CAPITAL BUDGET INFRASTRUCTURE STORM SEWER

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>Cooper St. Outfall Replacement: Thompson St. to Leray St.</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND      \$225,000<br/>SANITARY SEWER    \$225,000</p> <div style="text-align: left; margin-top: 20px;">  </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$29,250 for both the General Fund and Sewer Fund.</p> | <p>\$450,000</p> |
| <b>TOTAL</b>   | <b>\$450,000</b> |

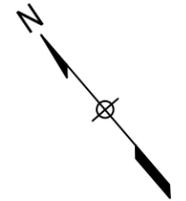
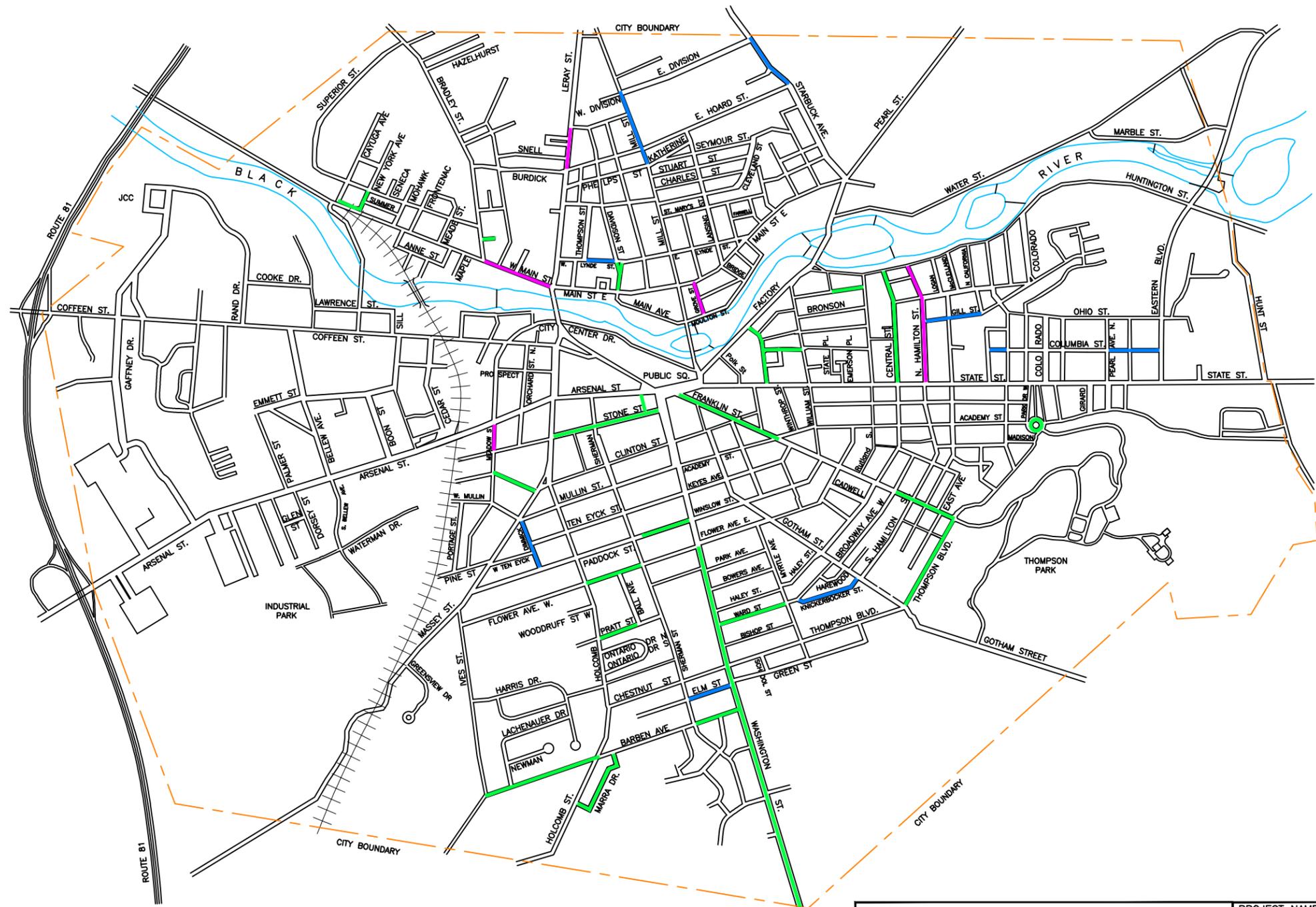
**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
INFRASTRUCTURE  
SIDEWALK CONSTRUCTION**

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>Annual City sidewalk Replacement Program:</p> <p>This funding supports the City’s Sidewalk Improvement Special Assessment District #10. Areas included in this district are Cadwell St., Franklin St. 600 &amp; 700 Blocks, Gotham St. 600 &amp; 700 Blocks, Hamlin St., Myrtle Ave., and Nellis Street.</p>  <p>Funding to support this project will be through special assessment billings (\$54,000) and a transfer from the General Fund (A 9950.0900- \$56,000).</p> | <p>\$110,000</p> |
| <b>TOTAL</b>   | <b>\$110,000</b> |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
INFRASTRUCTURE  
CHIPS-STREET PAVING PROGRAM**

| <b>STANDARD STREET PAVING w/CURBING BY CITY CREWS</b> |                                 |                   |             |
|---|---------------------------------|-------------------|-------------|
| <i>STREET</i>   | <i>FROM</i>                     | <i>TO</i>         | <i>COST</i> |
| Starbuck Ave  | E. Hoard St.                    | E. Division St.   | \$51,283    |
| <b>STANDARD STREET PAVING</b>                         |                                 |                   |             |
| <i>STREET</i>   | <i>FROM</i>                     | <i>TO</i>         | <i>COST</i> |
| Columbia Street                                       | California Ave                  | N. Indiana Ave    | \$17,019    |
| Columbia Street                                       | Eastern Blvd                    | Pearl Ave N.      | \$25,825    |
|   |                                 | Total:            | \$42,844    |
| <b>SURFACE MILL, CURBING AND PAVING BY CITY CREWS</b> |                                 |                   |             |
| <i>STREET</i>   | <i>FROM</i>                     | <i>TO</i>         | <i>COST</i> |
| Mill Street   | Katherine St.                   | Division Street E | \$91,239    |
| Elm Street  | Washington St                   | Sherman St.       | \$59,376    |
| Gill Street   | N. Hamilton                     | N. California Ave | \$71,146    |
|   |                                 | Total:            | \$ 221,761  |
| <b>STREET CURBING</b>                                 |                                 |                   |             |
| Knickerbocker Dr                                      | North side of Knickerbocker Dr. |                   | \$51,933    |
| <b>BASE RECONSTRUCTION BY CITY CREWS</b>              |                                 |                   |             |
| <i>STREET</i>   | <i>FROM</i>                     | <i>TO</i>         | <i>COST</i> |
| Dimmick Street  | Mullin St.                      | Ten Eyck W        | \$ 98,398   |
| *West Lynde Street                                    | Davidson St.                    | Thompson St.      | \$105,419   |
|   |                                 | Total:            | \$203,817   |
| Grand Total:  |                                 |                   | \$571,638   |

\* Scope of project needs to be determined relative to storm/sanitary lines and Water main work



|                  |                                     |   |                     |
|------------------|-------------------------------------|---|---------------------|
| <b>LEGEND:</b>   |                                     | <b>PROJECT NAME:</b> CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT  |                     |
|                  | PROJECTS COMPLETED 2011-2013        | <b>DESIGNED BY:</b> SD  |                     |
|                  | PROJECTS COMPLETED FY 2014-15       | <b>DRAWN BY:</b> FG   | <b>APPROVED BY:</b> |
|                  | PROJECTS TO BE COMPLETED FY 2015-16 | <b>DATE:</b> 04/02/15   | <b>DATE:</b>        |
|                  |                                     | <b>SCALE:</b> N.T.S   |                     |
|                  |                                     | <b>TITLE:</b> 2010-2015 STREET OVERLAY PROJECTS   | <b>MAP NUMBER:</b>  |
|                  |                                     | <b>CITY OF WATERTOWN, NEW YORK</b><br><b>DEPARTMENT OF PUBLIC WORKS</b><br>ROOM 206, MUNICIPAL BUILDING<br>245 WASHINGTON STREET<br>WATERTOWN, NEW YORK 13601 |                     |
|                  |                                     | TEL: (315) 785-7770 FAX: (315) 785-7752   |                     |
| <b>REVISION:</b> | <b>DESCRIPTION OF REVISION:</b>     | <b>DATE:</b>  | <b>BY:</b>          |

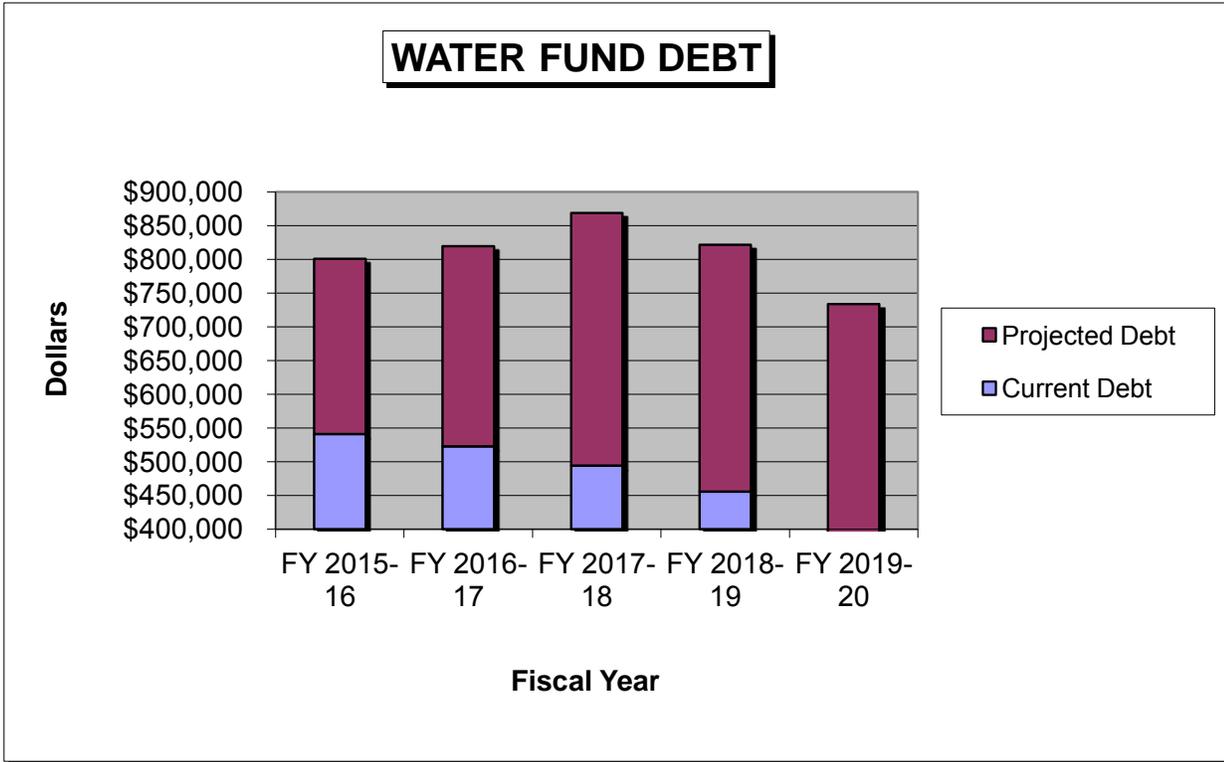
|                    |  |
|--------------------|--|
| <b>MAP NUMBER:</b> | <b>PROJECT NAME:</b>                                 |
|                    | <b>CITY OF WATERTOWN<br/>PUBLIC WORKS DEPARTMENT</b> |

|   |
|---|
| <b>TITLE:</b>   |
| <b>2011-2016 STREET OVERLAY AND<br/>RECONSTRUCTION PROJECTS</b> |

**DEBT**

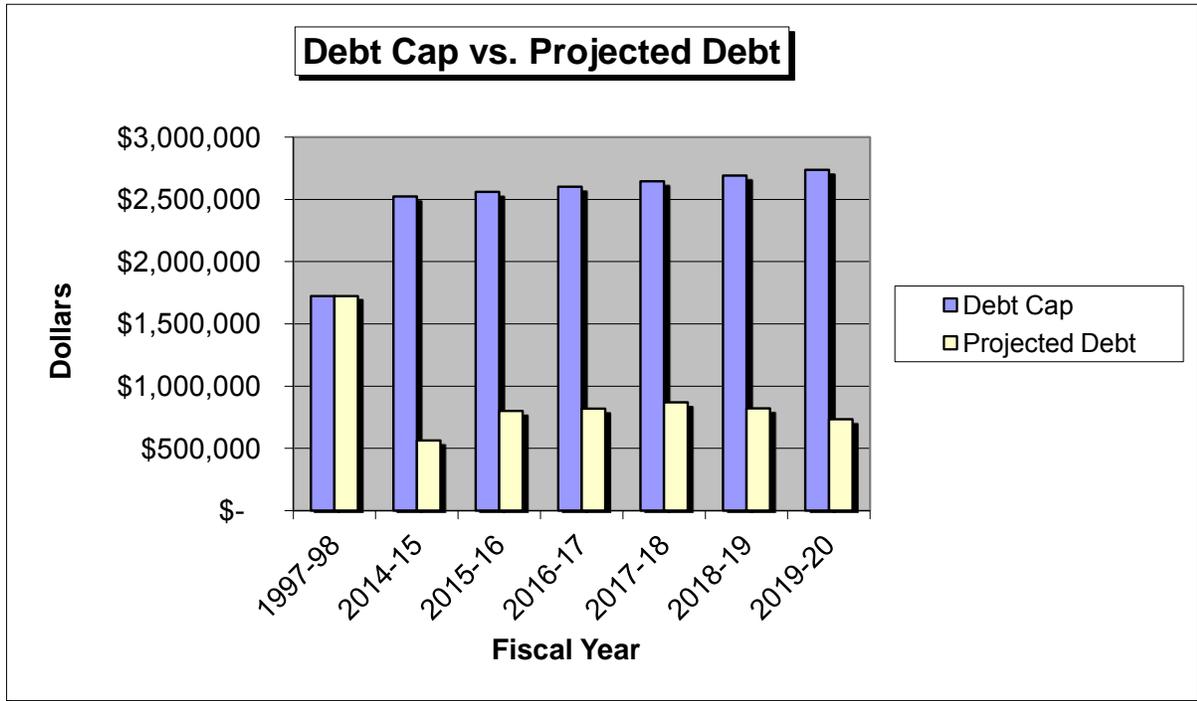
**WATER FUND**

|                    | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Current Debt       | \$ 540,888        | \$ 522,817        | \$ 494,088        | \$ 455,592        | \$ 376,216        |
| Projected New Debt | 259,933           | 296,743           | 374,703           | 366,101           | 357,498           |
| <b>TOTAL</b>       | <b>\$ 800,821</b> | <b>\$ 819,561</b> | <b>\$ 868,791</b> | <b>\$ 821,693</b> | <b>\$ 733,715</b> |



**WATER FUND DEBT CAP**

| <u>Fiscal Year</u> |           | <u>Debt Cap</u> | <u>Actual / Projected Debt</u> |
|--------------------|-----------|-----------------|--------------------------------|
| 1997-98            | base year | \$ 1,724,127    | \$ 1,724,127                   |
| 2014-15            | actual    | \$ 2,522,940    | \$ 564,475                     |
| 2015-16            | actual    | \$ 2,559,895    | \$ 800,821                     |
| 2016-17            | projected | \$ 2,601,421    | \$ 819,561                     |
| 2017-18            | projected | \$ 2,646,134    | \$ 868,791                     |
| 2018-19            | projected | \$ 2,691,616    | \$ 821,693                     |
| 2019-20            | projected | \$ 2,737,879    | \$ 733,715                     |



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

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

Debt excluded from the debt cap calculation:

|   | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Water Treatment Plant debt applicable to DANC | \$ 38,661         | \$ 39,174         | \$ 50,291         | \$ 41,735         | \$ 41,222         |

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

| <b>WATER FUND</b>  | <b>Funding Source</b> | <b>FY 2015-16</b> | <b>FY 2016-17</b> | <b>FY 2017-18</b> | <b>FY 2018-19</b> | <b>FY 2019-20</b>   |
|--|-----------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Facility Improvements</b>                               |                       |                   |                   |                   |                   |                     |
| Video surveillance   | Operating Transfer    | \$ -              | \$ 19,500         | \$ -              | \$ -              | \$ -                |
| Fiber optic expansion                                      | Operating Transfer    | \$ -              | \$ 56,000         | \$ -              | \$ -              | \$ -                |
| Dosing station ph control facility design                  | Operating Transfer    | \$ 80,000         | \$ -              | \$ -              | \$ -              | \$ -                |
| Dosing station ph Facility                                 | Debt                  | \$ -              | \$ 300,000        | \$ -              | \$ -              | \$ -                |
| <b>Total Facility Improvements</b>                         |                       | <b>\$ 80,000</b>  | <b>\$ 375,500</b> | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>         |
| <b>Vehicles and Equipment</b>                              |                       |                   |                   |                   |                   |                     |
| Meter replacement program                                  | Debt                  | \$ 325,000        | \$ 325,000        | \$ -              | \$ -              | \$ -                |
| Pickup truck (compact) (3)                                 | Operating Transfer    | \$ -              | \$ 50,000         | \$ -              | \$ -              | \$ 25,000           |
| Backhoe loader   | Operating Transfer    | \$ -              | \$ 125,000        | \$ -              | \$ 125,000        | \$ -                |
| Air compressor   | Operating Transfer    | \$ -              | \$ -              | \$ 20,000         | \$ -              | \$ -                |
| <b>Total Vehicles and Equipment</b>                        |                       | <b>\$ 325,000</b> | <b>\$ 500,000</b> | <b>\$ 20,000</b>  | <b>\$ 125,000</b> | <b>\$ 25,000</b>    |
| <b>Water Mains</b>   |                       |                   |                   |                   |                   |                     |
| Flower Avenue East   | Debt                  | \$ -              | \$ -              | \$ -              | \$ -              | \$ 1,150,000        |
| 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          |
| <b>Total Water Mains</b>                                   |                       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 2,588,000</b> |
| <b>WATER FUND GRAND TOTAL</b>                              |                       |                   |                   |                   |                   |                     |
|  |                       | <b>\$ 405,000</b> | <b>\$ 875,500</b> | <b>\$ 20,000</b>  | <b>\$ 125,000</b> | <b>\$ 2,613,000</b> |
| <b>Water Fund Grand Total by Category</b>                  |                       |                   |                   |                   |                   |                     |
| Facility Improvements                                      |                       | \$ 80,000         | \$ 375,500        | \$ -              | \$ -              | \$ -                |
| Vehicles and Equipment                                     |                       | \$ 325,000        | \$ 500,000        | \$ 20,000         | \$ 125,000        | \$ 25,000           |
| Water Main Replacement                                     |                       | \$ -              | \$ -              | \$ -              | \$ -              | \$ 2,588,000        |
| Water Fund Grand Total by Category                         |                       | \$ 405,000        | \$ 875,500        | \$ 20,000         | \$ 125,000        | \$ 2,613,000        |
| <b>Water Fund Grand Total By Funding Sources</b>           |                       |                   |                   |                   |                   |                     |
| Debt   | Debt                  | \$ 325,000        | \$ 625,000        | \$ -              | \$ -              | \$ 2,588,000        |
| Operating fund transfer                                    | Operating Transfer    | \$ 80,000         | \$ 250,500        | \$ 20,000         | \$ 125,000        | \$ 25,000           |
| Grant  | Grant                 | \$ -              | \$ -              | \$ -              | \$ -              | \$ -                |
| Reserve fund transfer                                      | Capital Reserve Fund  | \$ -              | \$ -              | \$ -              | \$ -              | \$ -                |
| Water Fund Grand Total By Funding Sources                  |                       | \$ 405,000        | \$ 875,500        | \$ 20,000         | \$ 125,000        | \$ 2,613,000        |
|  |                       | -                 | -                 | -                 | -                 | -                   |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENT  
WATER TREATMENT FACILITY**

| PROJECT DESCRIPTION   | COST                   |
|---|------------------------|
| <p>Coagulation Basin pH Control Facility (design phase):</p> <p>The pH Control Facility is a component of the longer term implementation of the Disinfection ByProduct Monitoring and Control Program promulgated by the USEPA (enforcement effective date October 2013). The effectiveness of the chemical coagulant (liquid Alum) mixed with the raw river water is very much a function of alkalinity and pH. These two parameters vary during the calendar year and performance is adversely impacted by this fact. The purpose of the pH Control Facility (which will be collocated with the dosing station at the Black River's entrance to the coagulation basin) is to enhance the performance of the chemical coagulant. The overall aim is to more efficiently capture sediments and reduce the quantity of coagulant needed to accomplish the requisite task. Last autumn, the Water Department Staff conducted laboratory bench testing to identify pH control chemicals of choice and target dosages to be employed. Beginning in late Spring of 2015, the Water Department will with the approval of the NYS Department of Health (already approved in concept by not final details) commence full scale pilot testing on the coagulation basin to determine optimum dosing rates and chemical storage requirements. Successful completion of these tests will enable a proper design (targeted to be completed during the later part of the 2015-16 Fiscal Year. That would enable construction and start up the following year. The \$80,000 estimate for the design phase presumes a building addition added to the existing dosing station and an third party engineer consultant accomplishing the design work. All these assumptions are predicated on the results of the full scale pilot testing yet to be accomplished.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the Water Fund (F.9950.0900).</p> | <p><b>\$80,000</b></p> |
| <b>TOTAL</b>  | <b>\$80,000</b>        |

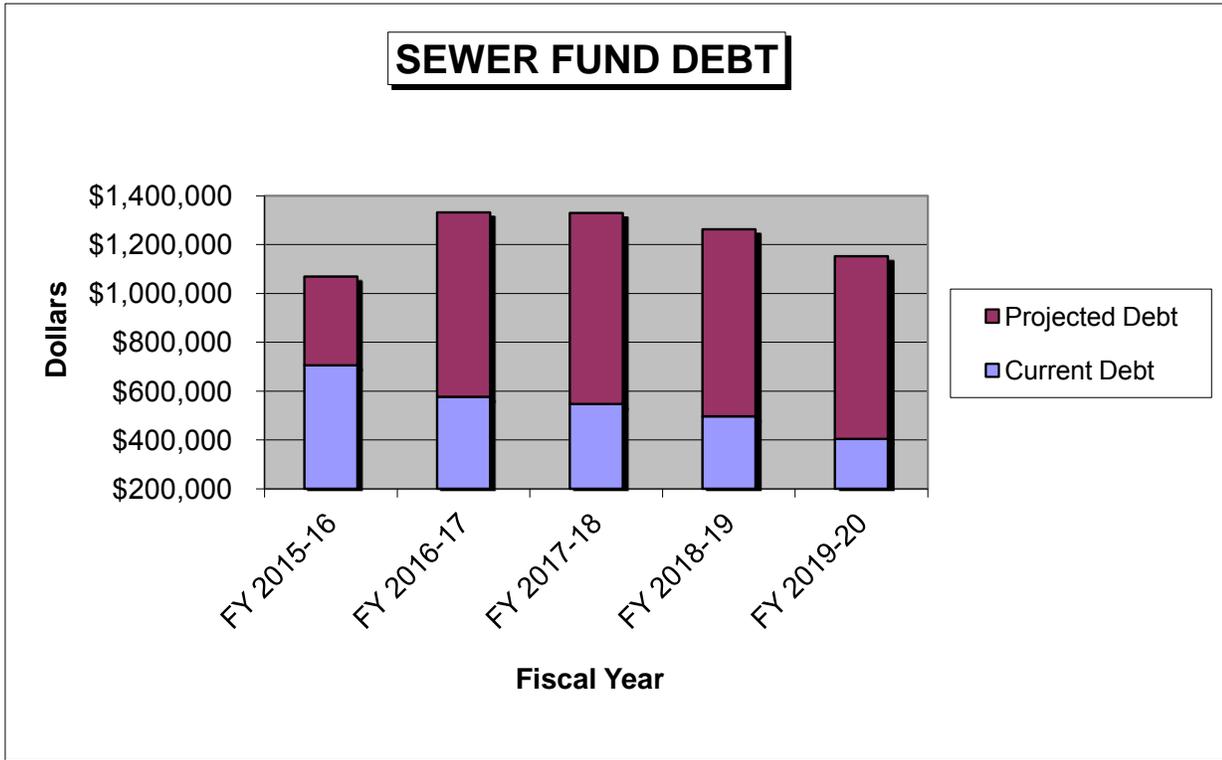
**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
WATER METER REPLACEMENTS**

| PROJECT DESCRIPTION  | COST             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
|--|------------------|-----------------|---------|-----|---------|------|---------|------|---------|------|---------|------|---------|------|---------|------|---------|-------|---------|-------|-------------------------|
| <p><b>Water Meter Replacements (Phase 2):</b></p> <p>There are nearly 9,000 metered water services in the City of Watertown. The City has been since FY 2006-07 systematically upgrading the “manual read” to “radio read” units with much greater emphasis placed in the more recent years. In FY 2012-13 a 3 phased program was embraced with one phase in each of 3 fiscal years. Up to this point, to accomplish the routine readings it required 2 individuals each with their own City vehicle three months to read the residential meters once and the larger commercial meters three times each. With the 9,000 meters being the newer “radio reads,” one individual could accomplish the same task in one or perhaps two days. Through the course of the program, Departmental staffing and total vehicle count would reduce by 2 each once the replacement program is completed. On December 31, 2014, slightly more than half way through the replacement, each category has already been reduced by 1. This is the second of 3 installments for the program.</p> <div style="text-align: center; margin: 10px 0;"> <table border="1" style="margin: 0 auto; border-collapse: collapse;"> <caption>Meters Replaced per Fiscal Year (as of March 17, 2015)</caption> <thead> <tr> <th>Fiscal Year</th> <th>Meters Replaced</th> </tr> </thead> <tbody> <tr><td>2006-07</td><td>~50</td></tr> <tr><td>2007-08</td><td>~300</td></tr> <tr><td>2008-09</td><td>~450</td></tr> <tr><td>2009-10</td><td>~450</td></tr> <tr><td>2010-11</td><td>~450</td></tr> <tr><td>2011-12</td><td>~350</td></tr> <tr><td>2012-13</td><td>~550</td></tr> <tr><td>2013-14</td><td>~1100</td></tr> <tr><td>2014-15</td><td>~2000</td></tr> </tbody> </table> </div> <p>WATER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250<br/>SEWER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250</p> | Fiscal Year      | Meters Replaced | 2006-07 | ~50 | 2007-08 | ~300 | 2008-09 | ~450 | 2009-10 | ~450 | 2010-11 | ~450 | 2011-12 | ~350 | 2012-13 | ~550 | 2013-14 | ~1100 | 2014-15 | ~2000 | <p><b>\$650,000</b></p> |
| Fiscal Year  | Meters Replaced  |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2006-07  | ~50              |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2007-08  | ~300             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2008-09  | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2009-10  | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2010-11  | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2011-12  | ~350             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2012-13  | ~550             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2013-14  | ~1100            |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| 2014-15  | ~2000            |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |
| <b>TOTAL</b>   | <b>\$650,000</b> |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |      |         |       |         |       |                         |

**DEBT**

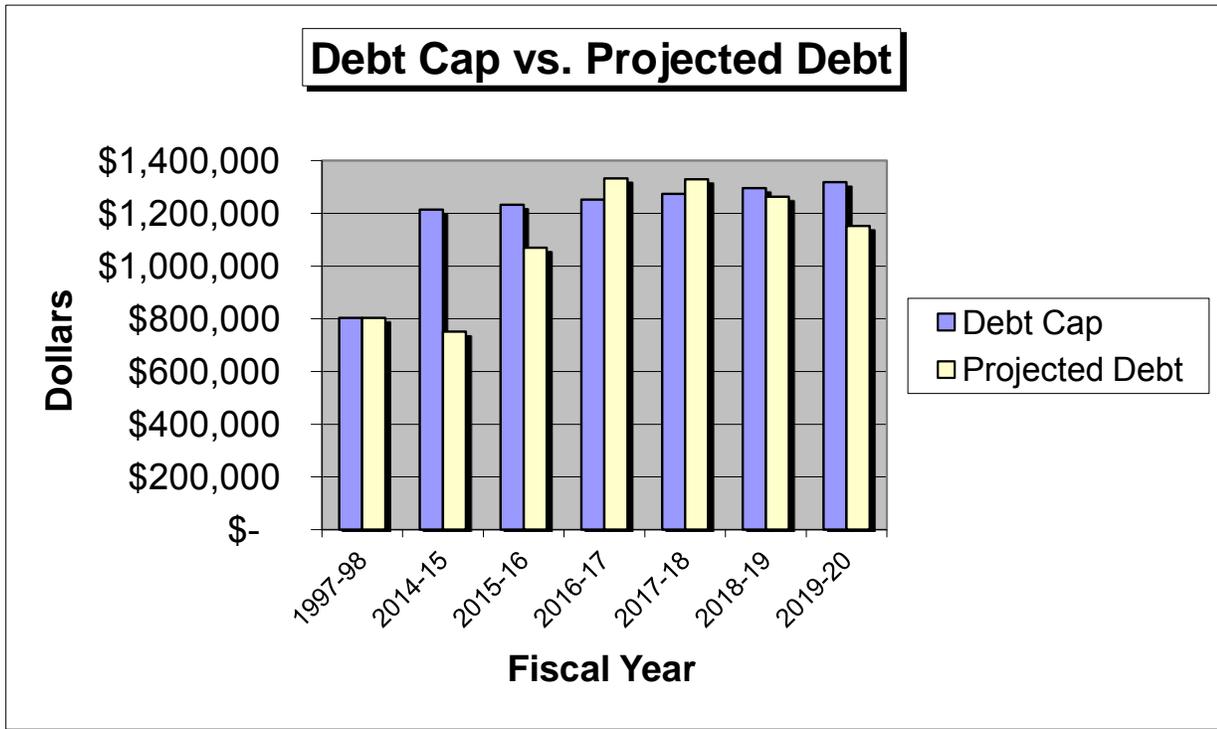
**SEWER FUND**

|                    | <u>FY 2015-16</u>   | <u>FY 2016-17</u>   | <u>FY 2017-18</u>   | <u>FY 2018-19</u>   | <u>FY 2019-20</u>   |
|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Current Debt       | \$ 705,559          | \$ 576,878          | \$ 546,910          | \$ 497,124          | \$ 403,734          |
| Projected New Debt | <u>363,950</u>      | <u>755,487</u>      | <u>783,127</u>      | <u>765,754</u>      | <u>748,382</u>      |
| <b>TOTAL</b>       | <u>\$ 1,069,509</u> | <u>\$ 1,332,365</u> | <u>\$ 1,330,036</u> | <u>\$ 1,262,878</u> | <u>\$ 1,152,116</u> |



**SEWER FUND DEBT CAP**

| <b><u>Fiscal Year</u></b> |           | <b><u>Debt Cap</u></b> | <b><u>Actual / Projected Debt</u></b> |
|---------------------------|-----------|------------------------|---------------------------------------|
| 1997-98                   | base year | \$ 803,836             | \$ 803,836                            |
| 2014-15                   | actual    | \$ 1,214,839           | \$ 751,060                            |
| 2015-16                   | actual    | \$ 1,232,633           | \$ 1,069,509                          |
| 2016-17                   | projected | \$ 1,252,629           | \$ 1,332,365                          |
| 2017-18                   | projected | \$ 1,274,159           | \$ 1,330,036                          |
| 2018-19                   | projected | \$ 1,296,059           | \$ 1,262,878                          |
| 2019-20                   | projected | \$ 1,318,336           | \$ 1,152,116                          |



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

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

|  | <b><u>FY 2015-16</u></b> | <b><u>FY 2016-17</u></b> | <b><u>FY 2017-18</u></b> | <b><u>FY 2018-19</u></b> | <b><u>FY 2019-20</u></b> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Wastewater Treatment Plant debt applicable to DANC | \$ 195,521               | \$ 216,795               | \$ 317,882               | \$ 309,986               | \$ 306,267               |

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

| <b>SEWER FUND</b>  | <b>Funding Source</b> | <b>FY 2015-16</b>   | <b>FY 2016-17</b> | <b>FY 2017-18</b> | <b>FY 2018-19</b> | <b>FY 2019-20</b>   |
|--|-----------------------|---------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Facility Improvements</b>                               |                       |                     |                   |                   |                   |                     |
| Sludge disposal process modification program               | Debt                  | \$ 2,800,000        | \$ -              | \$ -              | \$ -              | \$ -                |
| Boiler replacement (Digester building)                     | Operating Transfer    | \$ 75,000           | \$ -              | \$ -              | \$ -              | \$ -                |
| Tank chain, sprockets and appetencies                      | Operating Transfer    | \$ -                | \$ 108,000        | \$ -              | \$ 24,000         | \$ 25,000           |
| <b>Total Facility Improvements</b>                         |                       | <b>\$ 2,875,000</b> | <b>\$ 108,000</b> | <b>\$ -</b>       | <b>\$ 24,000</b>  | <b>\$ 25,000</b>    |
| <b>Vehicles and Equipment</b>                              |                       |                     |                   |                   |                   |                     |
| Meter replacement program                                  | Debt                  | \$ 325,000          | \$ 325,000        | \$ -              | \$ -              | \$ -                |
| Double axle dump truck (sludge disposal)                   | Debt                  | \$ 140,000          | \$ -              | \$ -              | \$ -              | \$ -                |
| Front end loader (sludge disposal)                         | Debt                  | \$ 140,000          | \$ -              | \$ -              | \$ -              | \$ -                |
| Trailer Mounted Sewer Jet (50% with Storm Sewer)           | Operating Transfer    | \$ -                | \$ 30,000         | \$ -              | \$ -              | \$ -                |
| Variable speed drive raw sewage lift pumps (2)             | Operating Transfer    | \$ -                | \$ 50,000         | \$ -              | \$ -              | \$ -                |
| Single axle dump truck                                     | Operating Transfer    | \$ -                | \$ 125,000        | \$ -              | \$ -              | \$ -                |
| Pick-up Truck with Liftgate and Crane                      | Operating Transfer    | \$ -                | \$ 45,000         | \$ -              | \$ -              | \$ -                |
| Pretreatment SUV   | Operating Transfer    | \$ -                | \$ 30,000         | \$ -              | \$ -              | \$ -                |
| Trailer Mounted Trash Pump                                 | Operating Transfer    | \$ -                | \$ 45,000         | \$ -              | \$ -              | \$ -                |
| Automatic Transfer Switch and Cables                       | Operating Transfer    | \$ -                | \$ 20,000         | \$ -              | \$ -              | \$ -                |
| Hydraulic Excavator (used) (50% with sanitary sewer)       | Operating Transfer    | \$ -                | \$ -              | \$ -              | \$ 85,000         | \$ -                |
| 4WD Backhoe with attachments                               | Operating Transfer    | \$ -                | \$ -              | \$ -              | \$ -              | \$ 125,000          |
| Front end loader (wet side operations)                     | Operating Transfer    | \$ -                | \$ -              | \$ -              | \$ -              | \$ 140,000          |
| <b>Total Vehicles and Equipment</b>                        |                       | <b>\$ 605,000</b>   | <b>\$ 670,000</b> | <b>\$ -</b>       | <b>\$ 85,000</b>  | <b>\$ 265,000</b>   |
| <b>Sanitary Sewers</b>                                     |                       |                     |                   |                   |                   |                     |
| Cooper Street Outfall Replacement                          | Debt                  | \$ 225,000          | \$ -              | \$ -              | \$ -              | \$ -                |
| Flower Avenue East   | Debt                  | \$ -                | \$ -              | \$ -              | \$ -              | \$ 785,000          |
| 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          |
| Western Outfall Trunk Sewer rehabilitation                 | Debt                  | \$ -                | \$ -              | \$ -              | \$ -              | \$ 1,500,000        |
| <b>Total Sanitary Sewers</b>                               |                       | <b>\$ 225,000</b>   | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ 3,867,000</b> |
| <b>SEWER FUND GRAND TOTAL</b>                              |                       |                     |                   |                   |                   |                     |
|  |                       | <b>\$ 3,705,000</b> | <b>\$ 778,000</b> | <b>\$ -</b>       | <b>\$ 109,000</b> | <b>\$ 4,157,000</b> |
| <b>Facility Improvements</b>                               |                       |                     |                   |                   |                   |                     |
|  |                       | \$ 2,875,000        | \$ 108,000        | \$ -              | \$ 24,000         | \$ 25,000           |
| <b>Vehicles and Equipment</b>                              |                       |                     |                   |                   |                   |                     |
|  |                       | \$ 605,000          | \$ 670,000        | \$ -              | \$ 85,000         | \$ 265,000          |
| <b>Sanitary Sewers</b>                                     |                       |                     |                   |                   |                   |                     |
|  |                       | \$ 225,000          | \$ -              | \$ -              | \$ -              | \$ 3,867,000        |
| <b>Sewer Fund Grand Total by Category</b>                  |                       | <b>\$ 3,705,000</b> | <b>\$ 778,000</b> | <b>\$ -</b>       | <b>\$ 109,000</b> | <b>\$ 4,157,000</b> |
| <b>Debt</b>  |                       |                     |                   |                   |                   |                     |
|  |                       | \$ 1,530,000        | \$ 325,000        | \$ -              | \$ -              | \$ 3,867,000        |
| <b>Operating fund transfer</b>                             |                       |                     |                   |                   |                   |                     |
|  |                       | 75,000              | 453,000           | -                 | 109,000           | 290,000             |
| <b>Grant</b>   |                       |                     |                   |                   |                   |                     |
|  |                       | 2,100,000           | -                 | -                 | -                 | -                   |
| <b>Reserve fund transfer</b>                               |                       |                     |                   |                   |                   |                     |
|  |                       | -                   | -                 | -                 | -                 | -                   |
| <b>Sewer Fund Grand Total By Funding Sources</b>           |                       | <b>\$ 3,705,000</b> | <b>\$ 778,000</b> | <b>\$ -</b>       | <b>\$ 109,000</b> | <b>\$ 4,157,000</b> |
|  |                       | -                   | -                 | -                 | -                 | -                   |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
WATER METER REPLACEMENTS**

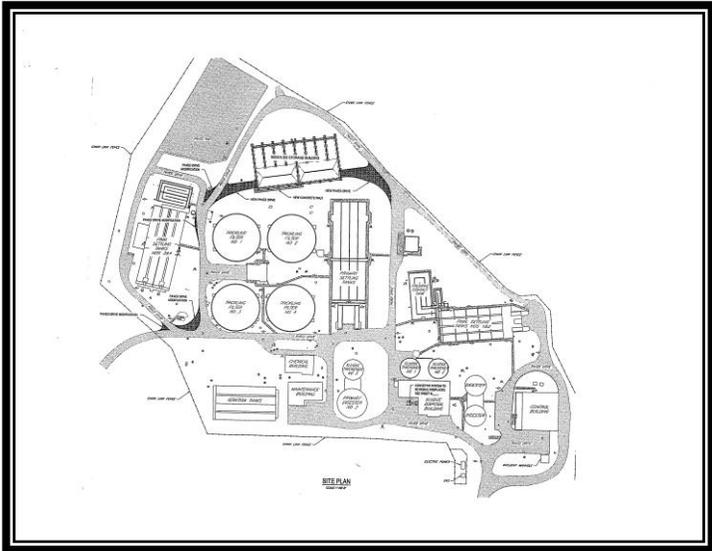
| PROJECT DESCRIPTION   | COST             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
|---|------------------|-----------------|---------|-----|---------|------|---------|------|---------|------|---------|------|---------|------|---------|-----|---------|-------|---------|-------|-------------------------|
| <p><b>Water Meter Replacements (Phase 2):</b></p> <p>There are nearly 9,000 metered water services in the City of Watertown. The City has been since FY 2006-07 systematically upgrading the “manual read” to “radio read” units with much greater emphasis placed in the more recent years. In FY 2012-13 a 3 phased program was embraced with one phase in each of 3 fiscal years. Up to this point, to accomplish the routine readings it required 2 individuals each with their own City vehicle three months to read the residential meters once and the larger commercial meters three times each. With the 9,000 meters being the newer “radio reads,” one individual could accomplish the same task in one or perhaps two days. Through the course of the program, Departmental staffing and total vehicle count would reduce by 2 each once the replacement program is completed. On December 31, 2014, slightly more than half way through the replacement, each category has already been reduced by 1. This is the second of 3 installments for the program.</p> <div style="text-align: center;"> <p><b>Meters Replaced per Fiscal Year</b><br/>(as of March 17, 2015)</p> <table border="1"> <caption>Data for Meters Replaced per Fiscal Year</caption> <thead> <tr> <th>Fiscal Year</th> <th>Meters Replaced</th> </tr> </thead> <tbody> <tr><td>2006-07</td><td>~50</td></tr> <tr><td>2007-08</td><td>~300</td></tr> <tr><td>2008-09</td><td>~450</td></tr> <tr><td>2009-10</td><td>~450</td></tr> <tr><td>2010-11</td><td>~450</td></tr> <tr><td>2011-12</td><td>~350</td></tr> <tr><td>2012-13</td><td>550</td></tr> <tr><td>2013-14</td><td>1,100</td></tr> <tr><td>2014-15</td><td>2,012</td></tr> </tbody> </table> </div> <p>WATER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250<br/>SEWER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250</p> | Fiscal Year      | Meters Replaced | 2006-07 | ~50 | 2007-08 | ~300 | 2008-09 | ~450 | 2009-10 | ~450 | 2010-11 | ~450 | 2011-12 | ~350 | 2012-13 | 550 | 2013-14 | 1,100 | 2014-15 | 2,012 | <p><b>\$650,000</b></p> |
| Fiscal Year   | Meters Replaced  |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2006-07   | ~50              |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2007-08   | ~300             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2008-09   | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2009-10   | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2010-11   | ~450             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2011-12   | ~350             |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2012-13   | 550              |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2013-14   | 1,100            |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| 2014-15   | 2,012            |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |
| <b>TOTAL</b>  | <b>\$650,000</b> |                 |         |     |         |      |         |      |         |      |         |      |         |      |         |     |         |       |         |       |                         |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENT  
WASTEWATER TREATMENT FACILITY**

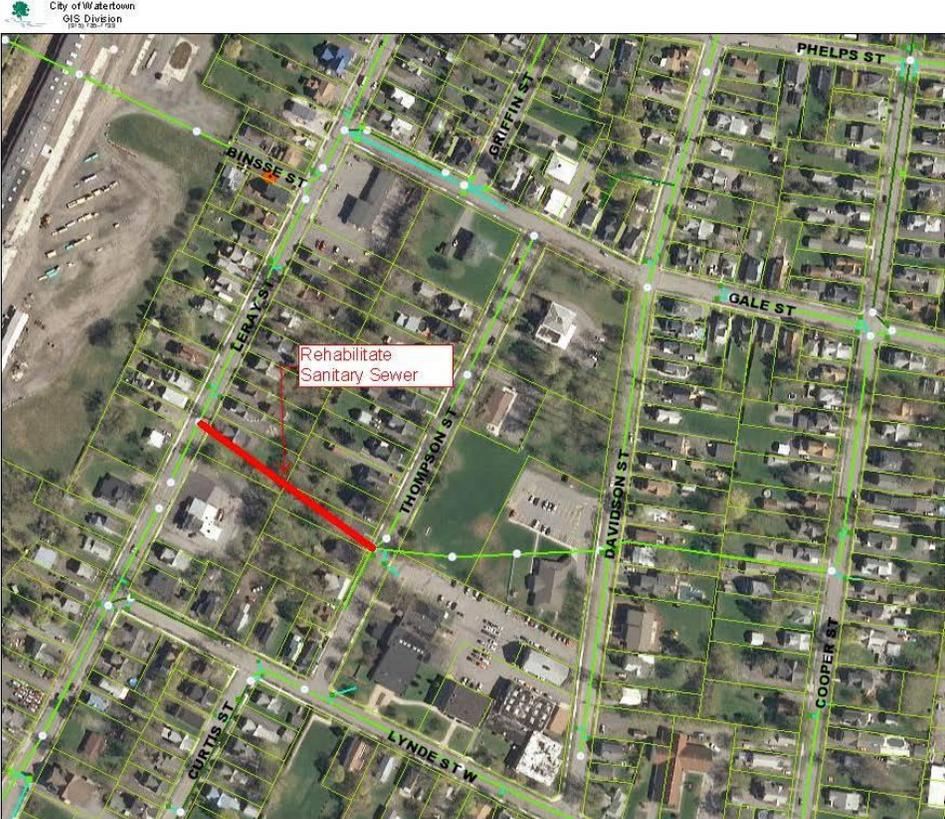
| PROJECT DESCRIPTION  | COST                   |
|--|------------------------|
| <p><b>Boiler replacement (Digester building):</b></p> <p>The existing boiler is a Weil-McLain installed in 1964 with the original construction of the Primary Facility. It has been in continuous operation since that time. It is a dual 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 it 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 too are becoming problematic with rebuilds or upgrades to the existing unit impracticable.</p>  <p>Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p> | <p><b>\$75,000</b></p> |
| <b>TOTAL</b>   | <b>\$75,000</b>        |

**FISCAL YEAR 2015-2016  
CAPITAL BUDGET  
FACILITY IMPROVEMENT  
WASTEWATER TREATMENT FACILITY**

| PROJECT DESCRIPTION  | COST                      |
|--|---------------------------|
| <p><b>Sludge Disposal Process Modification Program (phase 1A):</b></p> <p>This Program was first presented during the CY 2012 Consolidated Funding Application (CFA) cycle and was awarded \$585,646 for the preparation of a preliminary design report, and subsequently develop the design, contract drawings and project specifications. An \$8,000,000 Capital Project was focused upon that required further grant support to proceed. The \$8,000,000 was not the full project, but rather the First Phase of a larger whole with the Phase 1 component specifically tailored to match the funding goals of NY State during its CY 2013 CFA cycle. The grant package was submitted in the CY 2013 CFA Cycle but was denied in spite of the fact that it met all criteria of the CY 2013 program. The intent to resubmit in CY 2014 was frustrated by a change in goals of the program that excluded our project from qualifying.</p> <p>The First Phase has been further segmented with the leading component being this Phase 1A estimated at \$2,800,000 – the minimum project that could proceed, achieve a significant carbon footprint reduction and enable the discontinuance of sewage sludge incineration (the first driving goal of the overall project). In addition, the project would rebuild the sludge conveyor systems, install a boiler system to provide facility heat once the incinerator is decommissioned and build a dewatered sludge containment facility to enable sludge storage in the off season of land application cycles (the alternative sludge disposal scheme). The incineration process must be taken off line in CY 2016 to remain on schedule with USEPA imposed requirements.</p> <p>The project also calls for the acquisition of an articulating body front end loader and a dump truck as necessary equipment to commence the modified sludge disposal operation at an additional estimated cost of \$280,000.</p> <p>Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2016-17 debt service of \$335,067.</p> | <p><b>\$3,080,000</b></p> |
| <b>TOTAL</b>   | <b>\$3,080,000</b>        |



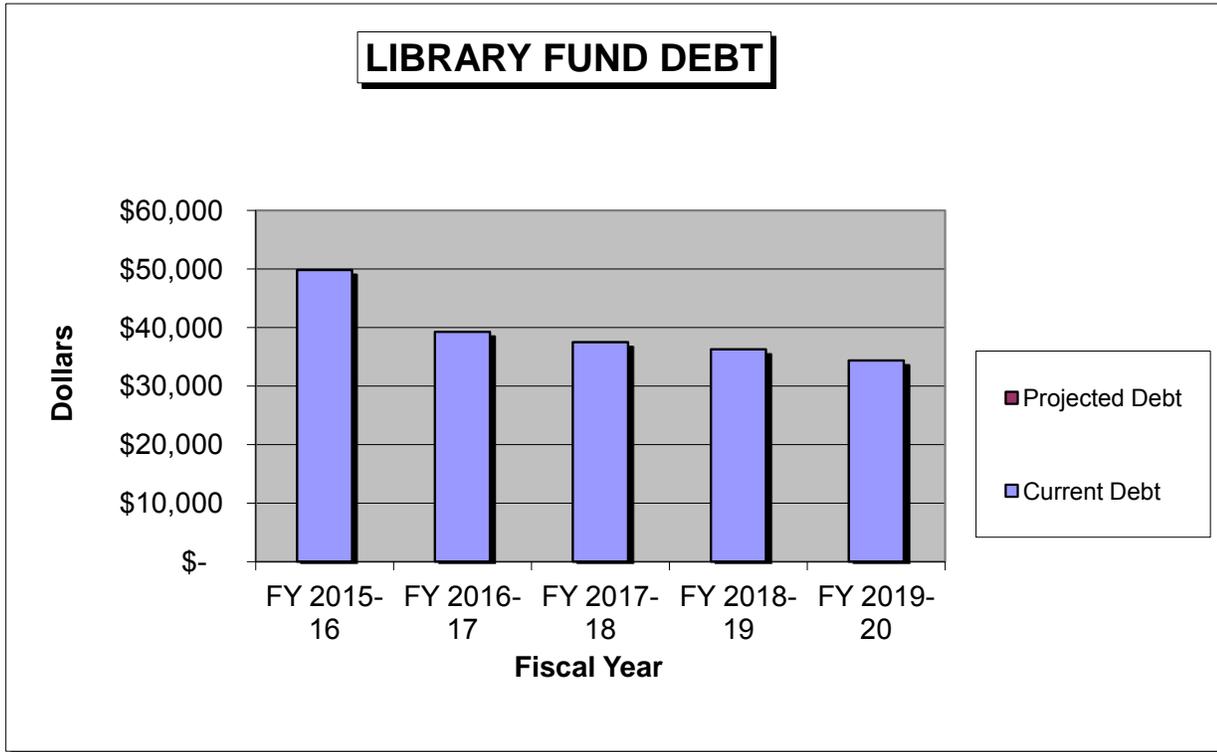
# FISCAL YEAR 2015-2016 CAPITAL BUDGET INFRASTRUCTURE SANITARY SEWER

| PROJECT DESCRIPTION  | COST             |
|--|------------------|
| <p>Cooper St. Outfall Replacement: Thompson St. to Leray St.</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND        \$225,000<br/>SANITARY SEWER    \$225,000</p> <div style="text-align: left; margin-top: 20px;">  </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$29,250 for both the General Fund and Sewer Fund.</p> | <p>\$450,000</p> |
| <b>TOTAL</b>   | <b>\$450,000</b> |

**DEBT**

**LIBRARY FUND**

|                    | <u>FY 2015-16</u> | <u>FY 2016-17</u> | <u>FY 2017-18</u> | <u>FY 2018-19</u> | <u>FY 2019-20</u> |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Current Debt       | \$ 49,797         | \$ 39,258         | \$ 37,497         | \$ 36,246         | \$ 34,376         |
| Projected New Debt | -                 | -                 | -                 | -                 | -                 |
| <b>TOTAL</b>       | <u>\$ 49,797</u>  | <u>\$ 39,258</u>  | <u>\$ 37,497</u>  | <u>\$ 36,246</u>  | <u>\$ 34,376</u>  |



**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2015/16 - FY 2019/20**

**LIBRARY FUND**

**Funding Source    FY 2015-16    FY 2016-17    FY 2017-18    FY 2018-19    FY 2019-20**

| <b>Facility Improvements</b>                        |                      |             |                   |                  |                  |             |
|---|----------------------|-------------|-------------------|------------------|------------------|-------------|
| Mezzanine stained glass rehabilitation              | Operating Transfer   | \$ -        | \$ 24,000         | \$ -             | \$ -             | \$ -        |
| Hot water piping replacement                        | Debt                 | \$ -        | \$ 350,000        | \$ -             | \$ -             | \$ -        |
| Lighting project in historical part of building     | Operating Transfer   | \$ -        | \$ 49,500         | \$ -             | \$ -             | \$ -        |
| Carpet replacement - lower floor and childrens area | Operating Transfer   | \$ -        | \$ 41,500         | \$ -             | \$ -             | \$ -        |
| Building addition interior painting                 | Operating Transfer   | \$ -        | \$ -              | \$ 21,000        | \$ -             | \$ -        |
| Window replacements                                 | Operating Transfer   | \$ -        | \$ -              | \$ -             | \$ 19,000        | \$ -        |
| <b>Total Facility Improvements</b>                  |                      | <b>\$ -</b> | <b>\$ 465,000</b> | <b>\$ 21,000</b> | <b>\$ 19,000</b> | <b>\$ -</b> |
| <b>Vehicles and Equipment</b>                       |                      |             |                   |                  |                  |             |
|   |                      | \$ -        | \$ -              | \$ -             | \$ -             | \$ -        |
| <b>Total Vehicles and Equipment</b>                 |                      | <b>\$ -</b> | <b>\$ -</b>       | <b>\$ -</b>      | <b>\$ -</b>      | <b>\$ -</b> |
| <b>LIBRARY FUND GRAND TOTAL</b>                     |                      |             |                   |                  |                  |             |
|   |                      | <b>\$ -</b> | <b>\$ 465,000</b> | <b>\$ 21,000</b> | <b>\$ 19,000</b> | <b>\$ -</b> |
| Facility Improvements                               |                      | \$ -        | \$ 465,000        | \$ 21,000        | \$ 19,000        | \$ -        |
| Vehicles and Equipment                              |                      | \$ -        | \$ -              | \$ -             | \$ -             | \$ -        |
| Library Fund Grand Total by Category                |                      | \$ -        | \$ 465,000        | \$ 21,000        | \$ 19,000        | \$ -        |
| Debt  | Debt                 | \$ -        | \$ 350,000        | \$ -             | \$ -             | \$ -        |
| Operating fund transfer                             | Operating Transfer   | -           | 115,000           | 21,000           | 19,000           | -           |
| Grant   | Grant                | -           | -                 | -                | -                | -           |
| Reserve fund transfer                               | Capital Reserve Fund | -           | -                 | -                | -                | -           |
| Library Fund Grand Total By Funding Sources         |                      | \$ -        | \$ 465,000        | \$ 21,000        | \$ 19,000        | \$ -        |
|   |                      | -           | -                 | -                | -                | -           |

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 2015-16 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2011-12 through estimated 2014-15). 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 2015-16 Proposed Budget.

It is important to note that forecasted information contained in this report cannot be relied upon for accuracy and/or as a projection of the City's fiscal well being and in no event should it be used in making investment decisions. It is also important to note the following limitations with forecasting:

- There will always be uncertainty about the future
- There will always be factors unknown at the time the forecast is developed that will influence fiscal and operating conditions

- Forecasts are based upon current knowledge, trends, expectations, and policies, any and all of which may change, affecting the accuracy of the forecast

### **Assumptions**

Some of the assumptions made in developing the financial forecast included:

#### **Estimated 2015-16**

The amounts presented as the 2014-15 estimated figures were based on the actual revenue and expenditure amounts as of February 28, 2015 projected to June 30, 2015 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 (1.99%) 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 2015-16 level in the initial surplus/deficit forecast for fiscal years 2016-17 through 2019-20. 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 2016-17 through 2019-20.

#### **Taxable Assessed Valuation**

Based on discussions with the City Assessor taxable assessed values for fiscal year 2016-17 through 2019-20 are expected to increase 1% annually.

#### **State Aid Revenue Sharing**

State Aid revenue sharing for the fiscal years 2016-17 through 2019-20 was held constant at the FY 2015-16 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 2015-16 staffing levels are planned at this time.

**Employee Benefits**

The Employees' Retirement System rates used for the forecasted fiscal years were held constant at the same 18.8% rate used for fiscal year 2015-16 budget based upon a discussion held with the NYS Retirement System. The Police and Fire Retirement System rate used for the forecasted fiscal years was also held constant at the same 24.7% rate used for fiscal year 2015-16 budget.

Health insurance costs were forecasted to increase 6.45% for fiscal year 2016-17, 6.50% for fiscal year 2017-18, 6.45% for fiscal year 2018-19 and 6.80% for fiscal year 2019-20.

**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 2015/16 through 2019/20  
Major Fund Summary**

|                         | Actual        |              | 2013-14       | Estimated    | Proposed<br>2015-16 | Forecast      |               |               |               |
|-------------------------|---------------|--------------|---------------|--------------|---------------------|---------------|---------------|---------------|---------------|
|                         | 2011-12       | 2012-13      |               | 2014-15      |                     | 2016-17       | 2017-18       | 2018-19       | 2019-20       |
| <b>General Fund</b>     |               |              |               |              |                     |               |               |               |               |
| Revenues                | \$36,713,100  | \$40,339,196 | \$37,863,001  | \$38,846,406 | \$39,453,050        | \$40,095,018  | \$40,769,186  | \$41,438,098  | \$42,127,551  |
| Expenditures by Object  | \$37,830,571  | \$37,789,388 | \$38,825,886  | \$39,071,619 | \$41,289,550        | \$43,901,771  | \$44,380,654  | \$45,740,718  | \$46,638,142  |
| Surplus (Deficit)       | (\$1,117,471) | \$2,549,808  | (\$962,885)   | (\$225,213)  | (\$1,836,500)       | (\$3,806,753) | (\$3,611,468) | (\$4,302,619) | (\$4,510,590) |
| Unreserved Fund Balance | \$9,972,732   | \$9,714,663  | \$9,709,208   | \$10,484,041 | \$9,379,001         | \$6,268,647   | \$3,154,280   | (\$1,122,043) | (\$5,612,392) |
| <b>Water Fund</b>       |               |              |               |              |                     |               |               |               |               |
| Revenues                | \$4,707,612   | \$4,856,320  | \$5,056,741   | \$5,048,134  | \$5,072,500         | \$5,176,142   | \$5,181,246   | \$5,192,546   | \$5,212,753   |
| Expenditures by Object  | \$4,793,938   | \$4,671,577  | \$5,164,766   | \$4,964,442  | \$5,240,790         | \$5,421,749   | \$5,360,847   | \$5,522,874   | \$5,452,979   |
| Surplus (Deficit)       | (\$86,326)    | \$184,743    | (\$108,025)   | \$83,692     | (\$168,290)         | (\$245,606)   | (\$179,601)   | (\$330,327)   | (\$240,225)   |
| Unreserved Fund Balance | \$907,662     | \$973,080    | \$1,065,930   | \$1,172,490  | \$1,004,200         | \$757,594     | \$576,493     | \$243,666     | \$940         |
| <b>Sewer Fund</b>       |               |              |               |              |                     |               |               |               |               |
| Revenues                | \$4,482,177   | \$5,485,794  | \$5,255,601   | \$5,504,658  | \$6,042,500         | \$5,964,646   | \$5,912,444   | \$5,761,732   | \$5,992,097   |
| Expenditures by Object  | \$4,953,626   | \$5,986,250  | \$5,315,913   | \$5,403,540  | \$6,222,893         | \$6,791,288   | \$6,462,683   | \$6,598,848   | \$6,778,410   |
| Surplus (Deficit)       | (\$471,449)   | (\$500,456)  | (\$60,312)    | \$101,118    | (\$180,393)         | (\$826,642)   | (\$550,239)   | (\$837,116)   | (\$786,313)   |
| Unreserved Fund Balance | \$1,971,830   | \$1,344,360  | \$1,220,295   | \$1,333,084  | \$1,152,531         | \$323,389     | (\$229,350)   | (\$1,068,966) | (\$1,860,279) |
| <b>All Major Funds</b>  |               |              |               |              |                     |               |               |               |               |
| Revenues                | \$45,902,889  | \$50,681,310 | \$48,175,343  | \$49,399,198 | \$50,568,050        | \$51,235,807  | \$51,862,876  | \$52,392,377  | \$53,332,402  |
| Expenditures by Object  | \$47,578,135  | \$48,447,215 | \$49,306,565  | \$49,439,601 | \$52,753,233        | \$56,114,808  | \$56,204,184  | \$57,862,440  | \$58,869,530  |
| Surplus (Deficit)       | (\$1,675,246) | \$2,234,095  | (\$1,131,222) | (\$40,403)   | (\$2,185,183)       | (\$4,879,001) | (\$4,341,308) | (\$5,470,063) | (\$5,537,128) |
| Unreserved Fund Balance | \$12,852,224  | \$12,032,103 | \$11,995,433  | \$12,989,615 | \$11,535,732        | \$7,349,630   | \$3,501,423   | (\$1,947,344) | (\$7,471,731) |

City of Watertown  
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
Property Tax Worksheet

| Levy and Assessed Value / Rate                | Actual           |                  |                  |                  | Proposed<br>2015-16 | Projected        |                  |                  |                  | Avg.<br>Annual<br>Increase<br>2010-<br>present | Assumptions 2015/16 - 2018/19 |         |         |         | Description  |
|---|------------------|------------------|------------------|------------------|---------------------|------------------|------------------|------------------|------------------|--|-------------------------------|---------|---------|---------|--|
|   | 2011-12          | 2012-13          | 2013-14          | 2014-15          |                     | 2016-17          | 2017-18          | 2018-19          | 2019-20          |  | 2016-17                       | 2017-18 | 2018-19 | 2019-20 |  |
| Levy  | \$ 7,287,119     | \$ 7,356,352     | \$ 7,506,604     | \$ 8,259,585     | \$ 8,677,385        | \$8,677,385      | \$8,677,385      | \$8,677,385      | \$8,677,385      | 4%   | 0%                            | 0%      | 0%      | 0%      | Levy held constant to determine financial effect     |
| Assessed Value of Taxable Property            | \$ 1,009,575,758 | \$ 1,020,156,961 | \$ 1,028,442,627 | \$ 1,033,766,939 | \$ 1,038,766,677    | \$1,049,154,344  | \$1,059,645,887  | \$1,070,242,346  | \$1,080,944,770  | 1%   | 1%                            | 1%      | 1%      | 1%      | Per City Assessor                                    |
| Tax Rate per \$1,000 of Assessed Value        | \$ 7.218         | \$ 7.211         | \$ 7.299         | \$ 7.976         | \$ 8.344            | \$8.271          | \$8.189          | \$8.108          | \$8.028          | 4%   | -1%                           | -1%     | -1%     | -1%     | Calculated from levy and assessed value              |
| <b>Full Value and FV Rate</b>                 |                  |                  |                  |                  |                     |                  |                  |                  |                  |  |                               |         |         |         |  |
| Equalization Rate (available from ORPS)       | 95.00            | 89.00            | 88.00            | 88.00            | 88.00               | 86.00            | 84.00            | 82.00            | 80.00            | -2%  | -2%                           | -2%     | -2%     | -2%     | Per City Assessor                                    |
| Full Market Value of Taxable Property (000's) | \$ 1,062,711,324 | \$ 1,146,243,776 | \$ 1,168,684,803 | \$ 1,174,735,158 | \$ 1,180,416,678    | \$ 1,219,946,911 | \$ 1,261,483,199 | \$ 1,305,173,593 | \$ 1,351,180,962 | 3%   | 3%                            | 3%      | 3%      | 4%      | Calculated from assessed value and equalization rate |
| Tax Rate per \$1000 of Full Value             | \$ 6.857         | \$ 6.418         | \$ 6.423         | \$ 7.031         | \$ 7.351            | \$ 7.113         | \$ 6.879         | \$ 6.648         | \$ 6.422         | 2%   | -3%                           | -3%     | -3%     | -3%     | Calculated from levy and full value                  |
| <b>Tax Limit</b>                              |                  |                  |                  |                  |                     |                  |                  |                  |                  |  |                               |         |         |         |  |
| Property Tax Limit                            | \$ 19,744,495    | \$ 20,660,122    | \$ 21,381,140    | \$ 22,440,148    | \$ 22,417,421       | \$ 22,931,167    | \$ 23,560,109    | \$ 24,021,067    | \$ 24,567,022    | 3%   | 2%                            | 3%      | 2%      | 2%      | 2% of full value - 5-yr rolling avg                  |
| Exclusions to Tax Limit                       | \$ 6,024,590     | \$ 5,774,767     | \$ 5,573,236     | \$ 4,284,964     | \$ 4,625,402        | \$ 6,198,388     | \$ 5,645,731     | \$ 5,913,608     | \$ 5,458,662     | -6%  | 34%                           | -9%     | 5%      | -8%     | Estimated amount of exclusions                       |
| Tax Levy Subject to Limit                     | \$ 1,262,529     | \$ 1,581,585     | \$ 1,933,368     | \$ 3,974,621     | \$ 4,051,983        | \$ 2,478,997     | \$ 3,031,654     | \$ 2,763,777     | \$ 3,218,723     | 34%  | -39%                          | 22%     | -9%     | 16%     | Calculated from levy minus exclusions                |
| Percent of Tax Limit Exhausted                | 6.39%            | 7.66%            | 9.04%            | 17.71%           | 18.08%              | 10.81%           | 12.87%           | 11.51%           | 13.10%           | 30%  | -40%                          | 19%     | -11%    | 14%     | Calculated from tax levy subject to limit / limit    |

City of Watertown  
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
General Fund Revenues

| Revenues   | Actual              |                     |                     |                     | Estimate            | Proposed<br>2015-16 | Forecast            |                     |                     |                     | Avg. Annual<br>Increase 2010-<br>present | Assumptions 2015/16 - 2018/19 |           |           |           | Description                                    |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--|-------------------------------|-----------|-----------|-----------|--|
|  | 2011-12             | 2012-13             | 2013-14             | 2014-15             | 2014-15             |                     | 2016-17             | 2017-18             | 2018-19             | 2019-20             |  | 2016-17                       | 2017-18   | 2018-19   | 2019-20   |  |
| Real Property Taxes*   | \$7,307,193         | \$7,425,474         | \$7,601,672         | \$8,235,213         | \$8,235,213         | \$8,669,700         | \$8,669,885         | \$8,669,885         | \$8,669,885         | \$8,669,885         | 4%                                       | 0%                            | 0%        | 0%        | 0%        | Held constant                                  |
| Real Property Tax Items  | 292,557             | 316,811             | 324,324             | 349,674             | 349,674             | 327,000             | 332,673             | 338,460             | 344,361             | 350,380             | 3%                                       | 2%                            | 2%        | 2%        | 2%        | Projected PILOT payments based on agreements   |
| Sales and Use Tax*   | 17,215,058          | 17,247,801          | 17,017,001          | 17,227,693          | 17,227,693          | 17,575,000          | 17,926,500          | 18,285,030          | 18,650,731          | 19,023,745          | 1%                                       | 2%                            | 2%        | 2%        | 2%        | Projected annual increases of 3%               |
| Other Non-Prop Taxes   | 780,966             | 741,666             | 738,895             | 691,117             | 691,117             | 715,000             | 729,233             | 743,749             | 758,555             | 773,655             | -2%                                      | 2%                            | 2%        | 2%        | 2%        | CPI  |
| Departmental Income  | 4,321,481           | 4,624,828           | 5,492,777           | 5,813,658           | 5,813,658           | 5,186,575           | 5,619,836           | 5,861,274           | 6,089,039           | 6,328,750           | 5%                                       | 8%                            | 4%        | 4%        | 4%        | CPI or held constant depending on revenue item |
| Other Local Revenue  | 665,651             | 679,980             | 599,156             | 510,033             | 510,033             | 569,765             | 553,321             | 580,620             | 608,064             | 635,657             | -3%                                      | -3%                           | 5%        | 5%        | 5%        | CPI or held constant depending on revenue item |
| State Aid - AIM *  | 4,703,208           | 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           | 7%                                       | 0%                            | 0%        | 0%        | 0%        | Held constant                                  |
| State Aid - Mortgage Tax *                                       | 307,384             | 480,981             | 363,701             | 253,264             | 253,264             | 350,000             | 356,967             | 364,073             | 371,321             | 378,712             | 10%                                      | 2%                            | 2%        | 2%        | 2%        | CPI  |
| State Aid Other *  | 357,932             | 383,258             | 364,716             | 442,488             | 442,488             | 412,002             | 359,867             | 362,134             | 364,447             | 366,805             | 4%                                       | -13%                          | 1%        | 1%        | 1%        | CPI or held constant depending on revenue item |
| Federal Aid*   | 299,957             | 267,936             | 201,432             | 307,556             | 307,556             | 460,800             | 471,138             | 485,926             | 501,179             | 516,910             | 17%                                      | 2%                            | 3%        | 3%        | 3%        | CPI  |
| Interfund Transfers  | 461,713             | 367,253             | 456,119             | 312,502             | 312,502             | 484,000             | 372,389             | 374,825             | 377,310             | 379,844             | 7%                                       | -23%                          | 1%        | 1%        | 1%        | Decreasing transfers from Debt Service Fund    |
| <b>Total Revenues</b>  | <b>\$36,713,100</b> | <b>\$40,339,196</b> | <b>\$37,863,001</b> | <b>\$38,846,406</b> | <b>\$38,846,406</b> | <b>\$39,453,050</b> | <b>\$40,095,018</b> | <b>\$40,769,186</b> | <b>\$41,438,098</b> | <b>\$42,127,551</b> | <b>2%</b>                                | <b>2%</b>                     | <b>2%</b> | <b>2%</b> | <b>2%</b> |  |
| <b>Nonrecurring Revenues Included in Revenue, Above (List):*</b> |                     |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |  |
| AIM advance  | -                   | 3,100,000           | -                   | -                   | -                   | -                   | -                   | -                   | -                   | -                   |  |                               |           |           |           |  |
| Fed Aid, Public Safety Grants                                    | 111,265             | 110,515             | 187,442             | 128,877             | 128,877             | -                   | -                   | -                   | -                   | -                   |  |                               |           |           |           |  |
| <b>Nonrecurring Revenues</b>                                     | <b>\$111,265</b>    | <b>\$3,210,515</b>  | <b>\$187,442</b>    | <b>\$128,877</b>    | <b>\$128,877</b>    | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          |  |                               |           |           |           |  |
| <b>Recurring Revenues</b>  | <b>\$36,601,835</b> | <b>\$37,128,681</b> | <b>\$37,675,559</b> | <b>\$38,717,529</b> | <b>\$38,717,529</b> | <b>\$39,453,050</b> | <b>\$40,095,018</b> | <b>\$40,769,186</b> | <b>\$41,438,098</b> | <b>\$42,127,551</b> |  |                               |           |           |           |  |

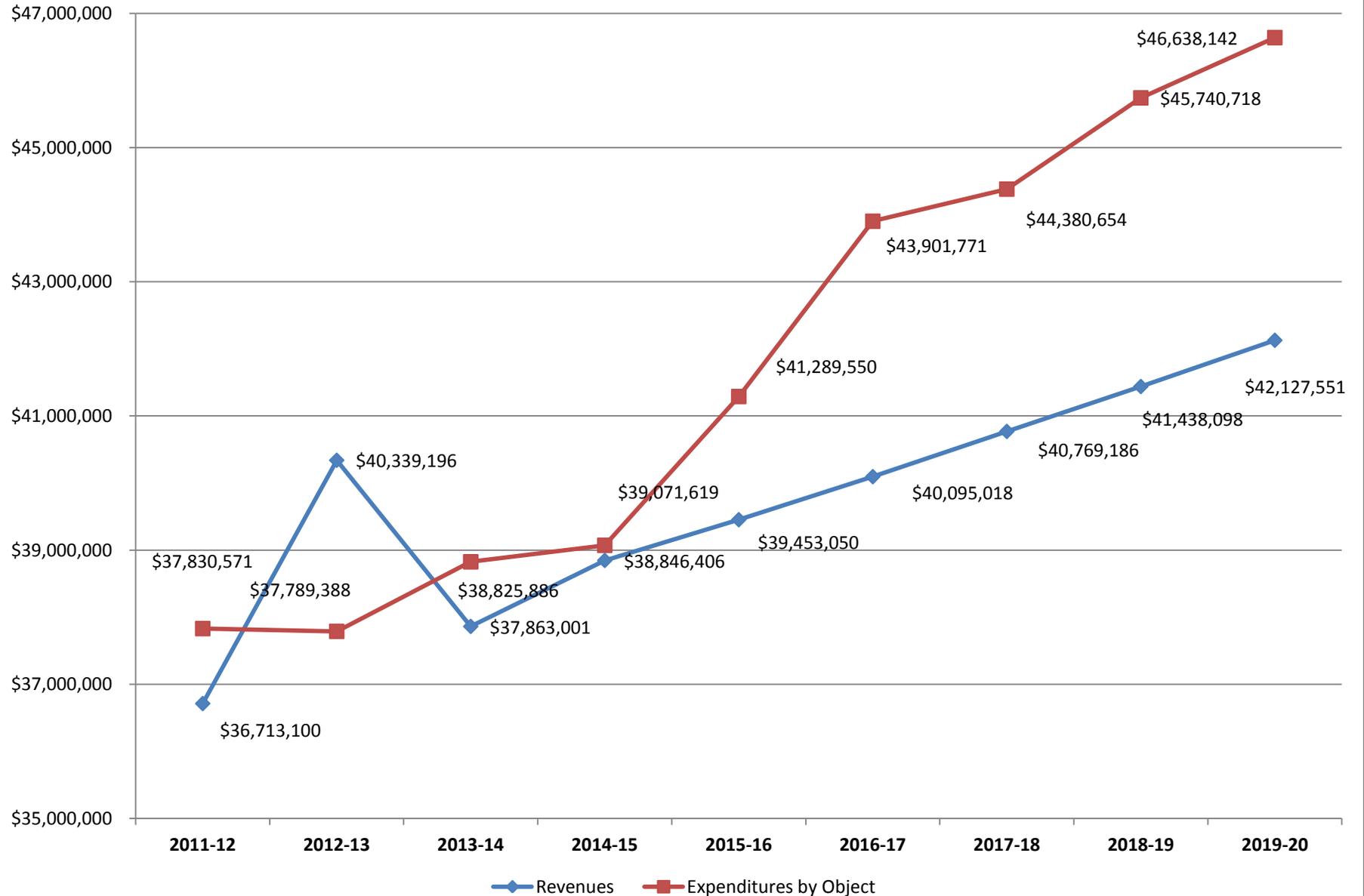
City of Watertown  
 Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
 General Fund Expenditures

| Expenditures by Object**                                | Actual              |                     |                     |                     |                     | Forecast            |                     |                     |                     |           | Avg. Annual Increase 2010-present | Assumptions 2015/16 - 2018/19 |         |         |   |  |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------|-----------------------------------|-------------------------------|---------|---------|---|--|
|   | 2011-12             | 2012-13             | 2013-14             | 2014-15             | 2015-16             | 2016-17             | 2017-18             | 2018-19             | 2019-20             | 2016-17   |                                   | 2017-18                       | 2018-19 | 2019-20 | Description   |  |
| Personal Services*                                      | 15,071,265          | 15,367,104          | 15,795,526          | 15,757,066          | 16,262,715          | 16,767,373          | 17,101,819          | 17,442,955          | 17,790,913          | 2%        | 3%                                | 2%                            | 2%      | 2%      | Known and estimated collective bargaining agreements    |  |
| Equipment and Capital Outlay*                           | 1,842,327           | 788,929             | 1,581,147           | 918,243             | 1,440,325           | 2,257,400           | 1,532,500           | 991,000             | 584,000             | 15%       | 57%                               | -32%                          | -35%    | -41%    | CPI   |  |
| Contractual*  | 5,298,917           | 5,902,054           | 5,653,566           | 6,261,504           | 6,966,751           | 7,112,387           | 6,998,510           | 7,129,651           | 7,263,402           | 7%        | 2%                                | -2%                           | 2%      | 2%      | CPI   |  |
| Debt (Principal and Interest)*                          | 3,303,602           | 2,762,927           | 2,644,204           | 2,588,808           | 3,086,348           | 3,387,396           | 3,734,050           | 4,495,389           | 4,586,988           | -1%       | 10%                               | 10%                           | 20%     | 2%      | Per actual debt schedule + projected capital projects   |  |
| Employee Benefits*                                      | 10,729,783          | 11,489,400          | 11,857,239          | 12,162,333          | 12,243,713          | 13,063,536          | 13,675,637          | 14,318,640          | 15,024,314          | 3%        | 7%                                | 5%                            | 5%      | 5%      | Projected increases for retirement and health insurance |  |
| Interfund Transfers to Other Funds                      | 1,584,677           | 1,478,974           | 1,294,204           | 1,383,665           | 1,289,698           | 1,313,679           | 1,338,138           | 1,363,083           | 1,388,525           | -5%       | 2%                                | 2%                            | 2%      | 2%      | CPI   |  |
| <b>Total Expenditures (by Object)</b>                   | <b>\$37,830,571</b> | <b>\$37,789,388</b> | <b>\$38,825,886</b> | <b>\$39,071,619</b> | <b>\$41,289,550</b> | <b>\$43,901,771</b> | <b>\$44,380,654</b> | <b>\$45,740,718</b> | <b>\$46,638,142</b> | <b>2%</b> |                                   |                               |         |         |   |  |
| <b>Expenditures By Function**</b>                       |                     |                     |                     |                     |                     |                     |                     |                     |                     |           |                                   |                               |         |         |   |  |
| General Governmental Support                            | \$4,033,169         | \$4,105,848         | \$4,005,186         | \$4,310,396         | \$4,434,171         | \$4,635,395         | \$4,691,037         | \$4,802,758         | \$4,919,538         | 2%        | 5%                                | 1%                            | 2%      | 2%      | Result of analysis of expenditures by object            |  |
| Public Safety   | 15,953,272          | 16,787,015          | 17,223,000          | 17,398,117          | 17,486,047          | 17,834,556          | 18,286,436          | 18,752,458          | 19,237,812          | 2%        | 2%                                | 3%                            | 3%      | 3%      | Result of analysis of expenditures by object            |  |
| Transportation  | 5,118,686           | 5,476,005           | 5,779,937           | 5,878,016           | 6,278,311           | 6,307,801           | 6,437,154           | 6,595,611           | 6,761,691           | 5%        | 0%                                | 2%                            | 2%      | 3%      | Result of analysis of expenditures by object            |  |
| Economic Opp & Developmt                                | 73,700              | 58,700              | 52,450              | 50,000              | 52,500              | 53,545              | 54,611              | 55,698              | 56,807              | -8%       | 2%                                | 2%                            | 2%      | 2%      | Result of analysis of expenditures by object            |  |
| Culture and Recreation                                  | 1,324,025           | 1,834,510           | 1,677,241           | 1,529,099           | 1,686,483           | 1,853,199           | 1,896,112           | 1,940,197           | 1,986,084           | 8%        | 10%                               | 2%                            | 2%      | 2%      | Result of analysis of expenditures by object            |  |
| Home and Community Services                             | 1,328,790           | 1,300,095           | 1,175,820           | 1,332,337           | 1,442,161           | 1,423,133           | 1,461,098           | 1,500,333           | 1,541,852           | 2%        | -1%                               | 3%                            | 3%      | 3%      | Result of analysis of expenditures by object            |  |
| Employee Benefits (retirees only)                       | 3,429,619           | 3,670,833           | 3,661,549           | 3,828,788           | 4,050,706           | 4,310,667           | 4,589,517           | 4,884,190           | 5,214,844           | 4%        | 6%                                | 6%                            | 6%      | 7%      | Result of analysis of expenditures by object            |  |
| Debt Service  | 3,303,602           | 2,762,927           | 2,644,204           | 2,588,808           | 3,086,348           | 3,387,396           | 3,734,050           | 4,495,389           | 4,586,988           | -1%       | 10%                               | 10%                           | 20%     | 2%      | Result of analysis of expenditures by object            |  |
| Interfund Transfers to Other Funds                      | 3,265,708           | 1,793,455           | 2,606,499           | 1,752,611           | 2,197,823           | 3,521,079           | 2,820,638           | 2,304,083           | 1,922,525           | -2%       | 60%                               | -20%                          | -18%    | -17%    | Result of analysis of expenditures by object            |  |
| Other   | -                   | -                   | -                   | 403,447             | 575,000             | 575,000             | 410,000             | 410,000             | 410,000             | #DIV/0!   | 0%                                | -29%                          | 0%      | 0%      | Includes contingency                                    |  |
| <b>Total Expenditures (by Function)</b>                 | <b>\$37,830,571</b> | <b>\$37,789,388</b> | <b>\$38,825,886</b> | <b>\$39,071,619</b> | <b>\$41,289,550</b> | <b>\$43,901,771</b> | <b>\$44,380,654</b> | <b>\$45,740,718</b> | <b>\$46,638,142</b> | <b>2%</b> |                                   |                               |         |         |   |  |
| <b>Nonrecurring Expenditures Included Above (List):</b> |                     |                     |                     |                     |                     |                     |                     |                     |                     |           |                                   |                               |         |         |   |  |
| Transfer to Capital Reserve Fund                        | -                   | 3,100,000           | -                   | -                   | -                   | -                   | -                   | -                   | -                   |           |                                   |                               |         |         |   |  |
| Fire / Police grant expenditures                        | 123,628             | 122,794             | 208,269             | 143,197             | -                   | -                   | -                   | -                   | -                   |           |                                   |                               |         |         |   |  |
| <b>Nonrecurring Expenditures</b>                        | <b>\$123,628</b>    | <b>\$3,222,794</b>  | <b>\$208,269</b>    | <b>\$143,197</b>    | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          |           |                                   |                               |         |         |   |  |

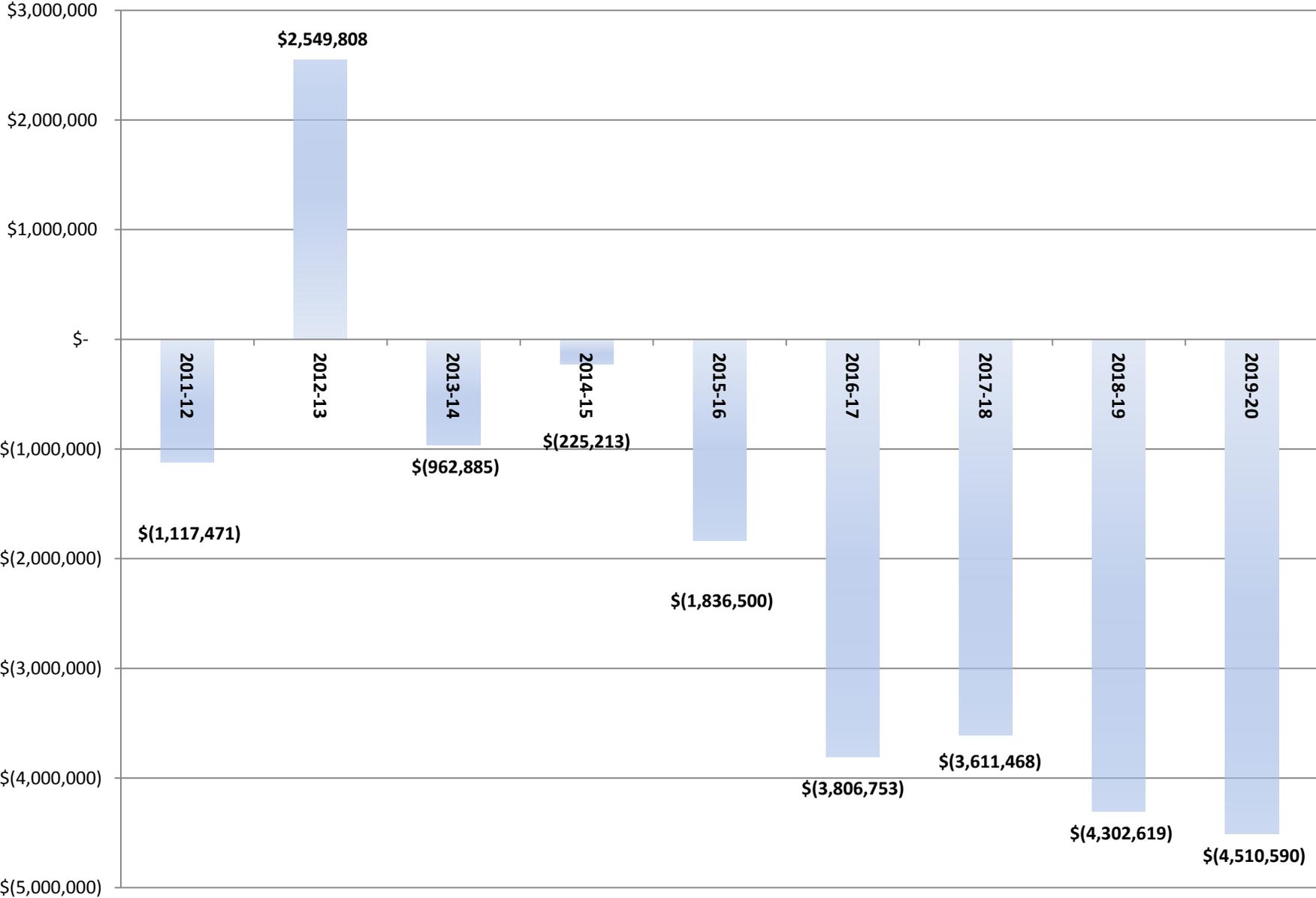
**City of Watertown**  
**Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20**  
**General Fund Surplus (Deficit), Reserves, and Impact of Local Actions**

|   | Actual                |                     |                     |                     | Proposed<br>2015-16   | Forecast            |                     |                       |                       |
|---|-----------------------|---------------------|---------------------|---------------------|-----------------------|---------------------|---------------------|-----------------------|-----------------------|
|   | 2011-12               | 2012-13             | 2013-14             | Estimate<br>2014-15 |                       | 2016-17             | 2017-18             | 2018-19               | 2019-20               |
| <b>Surplus (Deficit)</b>  | \$ (1,117,471)        | \$ 2,549,808        | \$ (962,885)        | \$ (225,213)        | \$ (1,836,500)        | \$ (3,806,753)      | \$ (3,611,468)      | \$ (4,302,619)        | \$ (4,510,590)        |
| <b>Budgetary Reserves and Other Net Assets</b>  |                       |                     |                     |                     |                       |                     |                     |                       |                       |
| Fund Equity, Beg. of Year   | \$ 11,901,035         | \$ 10,823,321       | \$ 13,425,400       | \$ 12,462,515       | \$ 12,811,941         | \$ 10,975,441       | \$ 7,168,688        | \$ 3,557,220          | \$ (745,399)          |
| Prior Period Adjustment   | \$ -                  | \$ -                | \$ -                | \$ 574,639          | \$ -                  | \$ -                | \$ -                | \$ -                  | \$ -                  |
| Fund Equity, End of Year  | \$ 10,783,564         | \$ 13,373,129       | \$ 12,462,515       | \$ 12,811,941       | \$ 10,975,441         | \$ 7,168,688        | \$ 3,557,220        | \$ (745,399)          | \$ (5,255,990)        |
| Reserved Fund Balance - Encumbrances  | \$ 441,417            | \$ 253,124          | \$ 411,927          | \$ 300,000          | \$ 305,000            | \$ 310,000          | \$ 315,000          | \$ 320,000            | \$ 325,000            |
| Reserved Fund Balance-Sidewalk Program Debt   | \$ 302,145            | \$ 285,236          | \$ 283,538          | \$ 217,038          | \$ 150,538            | \$ 109,038          | \$ 67,538           | \$ 36,038             | \$ 10,538             |
| Reserved Fund Balance - Capital Reserve   | \$ -                  | \$ 3,100,022        | \$ 2,037,753        | \$ 1,790,753        | \$ 1,120,753          | \$ 460,753          | \$ -                | \$ -                  | \$ -                  |
| Reserved Fund Balance - Fairgrounds Stadium   | \$ 67,270             | \$ 20,084           | \$ 20,089           | \$ 20,109           | \$ 20,149             | \$ 20,250           | \$ 20,402           | \$ 20,606             | \$ 20,864             |
| Unreserved Fund Balance - Appropriated  | \$ 1,581,027          | \$ 1,564,310        | \$ 600,000          | \$ 1,100,000        | \$ -                  | \$ -                | \$ -                | \$ -                  | \$ -                  |
| <b>Unreserved Fund Balance - Unappropriated</b>   | <b>\$ 8,391,705</b>   | <b>\$ 8,150,353</b> | <b>\$ 9,109,208</b> | <b>\$ 9,384,041</b> | <b>\$ 9,379,001</b>   | <b>\$ 6,268,647</b> | <b>\$ 3,154,280</b> | <b>\$ (1,122,043)</b> | <b>\$ (5,612,392)</b> |
| <b>Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue</b>                     | <b>24.72%</b>         | <b>25.66%</b>       | <b>24.99%</b>       | <b>26.57%</b>       | <b>23.39%</b>         | <b>15.38%</b>       | <b>7.61%</b>        | <b>-2.66%</b>         | <b>-13.06%</b>        |
| <b>Potential Strategies to Promote Fiscal Balance</b>   |                       |                     |                     |                     |                       |                     |                     |                       |                       |
| <i>Describe Recurring Local Actions:</i>  |                       |                     |                     |                     |                       |                     |                     |                       |                       |
| Increase property tax levy by 2% - FY 15/16   |                       |                     |                     |                     |                       | \$ 173,548          | \$ 173,548          | \$ 173,548            | \$ 173,548            |
| Increase property tax levy by 2% - FY 16/17   |                       |                     |                     |                     |                       | \$ -                | \$ 177,019          | \$ 177,019            | \$ 177,019            |
| Increase property tax levy by 2% - FY 17/18   |                       |                     |                     |                     |                       | \$ -                | \$ -                | \$ 180,559            | \$ 180,559            |
| Increase property tax levy by 2% - FY 18/19   |                       |                     |                     |                     |                       | \$ -                | \$ -                | \$ -                  | \$ 184,170            |
| Reduce departmental operating expenses  |                       |                     |                     |                     |                       | \$ -                | \$ -                | \$ -                  | \$ -                  |
| Cut/delay proposed capital projects   |                       |                     |                     |                     |                       | \$ -                | \$ -                | \$ -                  | \$ -                  |
| Departmental income - increase fees   |                       |                     |                     |                     |                       | \$ -                | \$ -                | \$ -                  | \$ -                  |
| <i>Describe Nonrecurring Local Actions:</i>   |                       |                     |                     |                     |                       |                     |                     |                       |                       |
| Appropriate unreserved fund balance   |                       |                     |                     |                     | \$ 1,100,000          | \$ 2,931,706        | \$ 2,758,649        | \$ 3,739,994          | \$ 3,769,795          |
| Appropriate debt reserve fund balance (sidewalk program)  |                       |                     |                     |                     | \$ 66,500             | \$ 41,500           | \$ 41,500           | \$ 31,500             | \$ 25,500             |
| Appropriate capital reserve fund balance  |                       |                     |                     |                     | \$ 670,000            | \$ 660,000          | \$ 460,753          | \$ -                  | \$ -                  |
| <b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>                           |                       |                     |                     |                     | <b>\$ 1,836,500</b>   | <b>\$ 3,806,753</b> | <b>\$ 3,611,468</b> | <b>\$ 4,302,619</b>   | <b>\$ 4,510,590</b>   |
| <b>Fiscal Condition AFTER Adjusting for Effects of All Strategies to Promote Fiscal Balance</b> |                       |                     |                     |                     |                       |                     |                     |                       |                       |
| <b>New Surplus (Deficit)</b>  | <b>\$ (1,117,471)</b> | <b>\$ 2,549,808</b> | <b>\$ (962,885)</b> | <b>\$ (225,213)</b> | <b>\$ (1,836,500)</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>           | <b>\$ -</b>           |
| Fund Equity, Beg. of Year   | \$ 11,901,035         | \$ 10,823,321       | \$ 13,425,400       | \$ 12,462,515       | \$ 12,811,941         | \$ 10,975,441       | \$ 7,342,236        | \$ 4,081,334          | \$ 309,840            |
| Fund Equity, End of Year  | \$ 10,783,564         | \$ 13,373,129       | \$ 12,462,515       | \$ 12,811,941       | \$ 10,975,441         | \$ 7,342,236        | \$ 4,081,334        | \$ 309,840            | \$ (3,485,455)        |
| Reserved Fund Balance - Encumbrances  | \$ 441,417            | \$ 253,124          | \$ 411,927          | \$ 300,000          | \$ 305,000            | \$ 310,000          | \$ 315,000          | \$ 320,000            | \$ 325,000            |
| Reserved Fund Balance-Sidewalk Program Debt   | \$ 302,145            | \$ 285,236          | \$ 283,538          | \$ 217,038          | \$ 150,538            | \$ 109,038          | \$ 67,538           | \$ 36,038             | \$ 10,538             |
| Reserved Fund Balance - Capital Reserve   | \$ -                  | \$ 3,100,022        | \$ 2,037,753        | \$ 1,790,753        | \$ 1,120,753          | \$ 460,753          | \$ -                | \$ -                  | \$ -                  |
| Reserved Fund Balance - Fairgrounds Stadium   | \$ 67,270             | \$ 20,084           | \$ 20,089           | \$ 20,109           | \$ 20,149             | \$ 20,250           | \$ 20,402           | \$ 20,606             | \$ 20,864             |
| Unreserved Fund Balance - Appropriated  | \$ 1,581,027          | \$ 1,564,310        | \$ 600,000          | \$ 1,100,000        | \$ -                  | \$ -                | \$ -                | \$ -                  | \$ -                  |
| <b>Unreserved Fund Balance</b>  | <b>\$ 8,391,705</b>   | <b>\$ 8,150,353</b> | <b>\$ 9,109,208</b> | <b>\$ 9,384,041</b> | <b>\$ 9,379,001</b>   | <b>\$ 6,442,195</b> | <b>\$ 3,678,394</b> | <b>\$ (66,804)</b>    | <b>\$ (3,841,857)</b> |
| <b>Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue</b>                     | <b>24.72%</b>         | <b>25.66%</b>       | <b>24.99%</b>       | <b>26.57%</b>       | <b>23.39%</b>         | <b>15.80%</b>       | <b>8.88%</b>        | <b>-0.16%</b>         | <b>-8.94%</b>         |

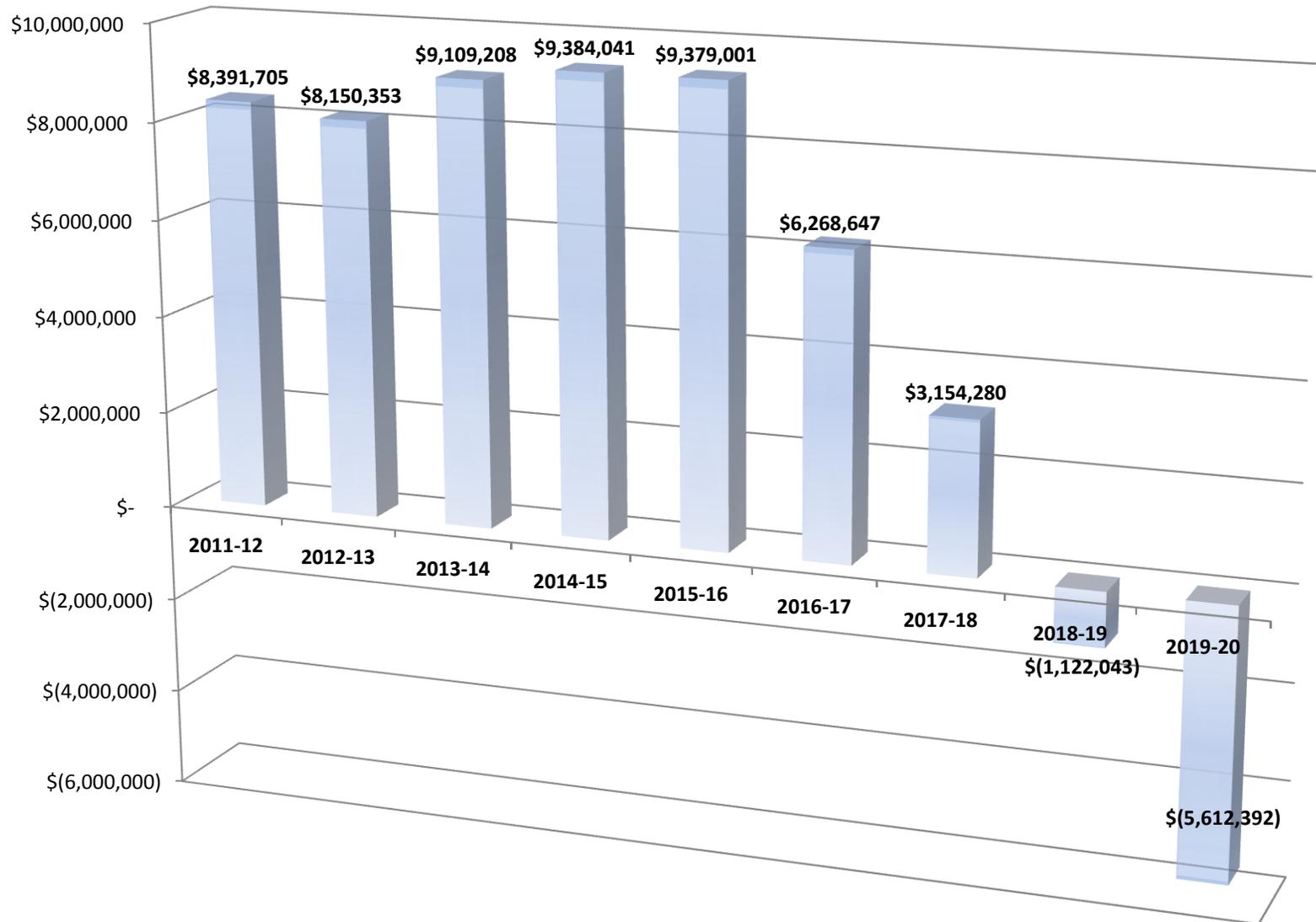
## General Fund: Revenues and Expenditures



### General Fund: Surplus (Deficit)



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



City of Watertown  
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
Water Fund

|   | Actual              |                     |                     |                     | Proposed<br>2015-16 | Forecast            |                     |                     |                     | Avg.<br>Annual<br>Increase<br>2010-<br>present | Assumptions 2015/16 - 2018/19 |           |           |           |   |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--|-------------------------------|-----------|-----------|-----------|---|
|   | 2011-12             | 2012-13             | 2013-14             | 2014-15             |                     | 2016-17             | 2017-18             | 2018-19             | 2019-20             |  | 2016-17                       | 2017-18   | 2018-19   | 2019-20   | Description   |
| <b>Revenues</b>   |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| Water Rents and Charges   | \$ 4,591,989        | \$ 4,784,982        | \$ 4,954,088        | \$ 4,967,505        | \$ 4,999,000        | \$ 5,110,622        | \$ 5,115,706        | \$ 5,126,985        | \$ 5,147,171        | 2%   | 2%                            | 0%        | 0%        | 0%        | Water rents held constant, adjusted DANC for debt service |
| Other (Interest, Penalties, Misc.)  | \$ 68,688           | \$ 68,922           | \$ 102,653          | \$ 79,629           | \$ 72,500           | \$ 64,520           | \$ 64,540           | \$ 64,561           | \$ 64,582           | 4%   | -11%                          | 0%        | 0%        | 0%        | Incremental increases                                     |
| Interfund Transfers   | \$ 46,935           | \$ 2,416            | \$ -                | \$ 1,000            | \$ 1,000            | \$ 1,000            | \$ 1,000            | \$ 1,000            | \$ 1,000            | #DIV/0!  | 0%                            | 0%        | 0%        | 0%        | Decreasing transfers from Debt Service Fund               |
| <b>Total Revenues</b>   | <b>\$ 4,707,612</b> | <b>\$ 4,856,320</b> | <b>\$ 5,056,741</b> | <b>\$ 5,048,134</b> | <b>\$ 5,072,500</b> | <b>\$ 5,176,142</b> | <b>\$ 5,181,246</b> | <b>\$ 5,192,546</b> | <b>\$ 5,212,753</b> | <b>2%</b>                                      | <b>2%</b>                     | <b>1%</b> | <b>1%</b> | <b>1%</b> |   |
| <b>Expenditures</b>   |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| Personal Services*  | \$ 1,277,160        | \$ 1,271,105        | \$ 1,373,107        | \$ 1,390,127        | \$ 1,364,425        | \$ 1,397,568        | \$ 1,425,519        | \$ 1,454,030        | \$ 1,483,110        | 2%   | 2%                            | 2%        | 2%        | 2%        | Known and estimated collective bargaining agreements      |
| Equipment and Capital Outlay *  | \$ 58,160           | \$ 58,617           | \$ 111,500          | \$ 25,262           | \$ 131,200          | \$ -                | \$ -                | \$ -                | \$ -                | N/A  | N/A                           | N/A       | N/A       | N/A       | CPI   |
| Contractual *   | \$ 1,466,345        | \$ 1,556,702        | \$ 1,629,328        | \$ 1,780,400        | \$ 1,968,400        | \$ 2,007,584        | \$ 2,047,548        | \$ 2,088,307        | \$ 2,129,878        | 8%   | 2%                            | 2%        | 2%        | 2%        | CPI   |
| Debt Service (Principal and Interest) *   | \$ 967,364          | \$ 518,239          | \$ 599,028          | \$ 579,549          | \$ 846,554          | \$ 858,734          | \$ 919,082          | \$ 863,428          | \$ 774,936          | 3%   | 1%                            | 7%        | -6%       | -10%      | Per debt schedules plus projected new debt                |
| Employee Benefits *   | \$ 875,827          | \$ 1,083,872        | \$ 1,141,652        | \$ 840,105          | \$ 835,211          | \$ 892,363          | \$ 933,698          | \$ 977,109          | \$ 1,025,055        | 1%   | 7%                            | 5%        | 5%        | 5%        | Projected increases for retirement and health insurance   |
| Interfund Transfers to Other Funds *  | \$ 149,082          | \$ 183,042          | \$ 310,151          | \$ 349,000          | \$ 95,000           | \$ 265,500          | \$ 35,000           | \$ 140,000          | \$ 40,000           | 8%   | 179%                          | -87%      | 300%      | -71%      | Projected capital project transfers                       |
| <b>Total Expenditures</b>   | <b>\$ 4,793,938</b> | <b>\$ 4,671,577</b> | <b>\$ 5,164,766</b> | <b>\$ 4,964,442</b> | <b>\$ 5,240,790</b> | <b>\$ 5,421,749</b> | <b>\$ 5,360,847</b> | <b>\$ 5,522,874</b> | <b>\$ 5,452,979</b> | <b>2%</b>                                      | <b>4%</b>                     | <b>1%</b> | <b>3%</b> | <b>1%</b> |   |
| <b>Surplus (Deficit)</b>  | <b>\$ (86,326)</b>  | <b>\$ 184,743</b>   | <b>\$ (108,025)</b> | <b>\$ 83,692</b>    | <b>\$ (168,290)</b> | <b>\$ (245,606)</b> | <b>\$ (179,601)</b> | <b>\$ (330,327)</b> | <b>\$ (240,225)</b> |  |                               |           |           |           |   |
| <b>Potential Strategies to Promote Fiscal Balance</b>   |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| <i>Describe Local Actions</i>   |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| Increase water rates (FY 16/17 = 2.23%)   |                     |                     |                     |                     |                     | \$ 95,606           | \$ 95,606           | \$ 95,606           | \$ 95,606           |  |                               |           |           |           |   |
| Increase water rates (FY 17/18 = 2.00%)   |                     |                     |                     |                     |                     | \$ -                | \$ 83,995           | \$ 83,995           | \$ 83,995           |  |                               |           |           |           |   |
| Increase water rates (FY 18/19 = 3.65%)   |                     |                     |                     |                     |                     | \$ -                | \$ -                | \$ 150,726          | \$ 150,726          |  |                               |           |           |           |   |
| Increase water rates (FY 19/20 = -2.26%)  |                     |                     |                     |                     |                     | \$ -                | \$ -                | \$ -                | \$ (90,102)         |  |                               |           |           |           |   |
| Appropriate fund balance  |                     |                     |                     |                     | \$ 168,290          | \$ 150,000          | \$ -                | \$ -                | \$ -                |  |                               |           |           |           |   |
| <i>Describe Other Actions</i>   |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| <b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>                           |                     |                     |                     |                     | <b>\$ 168,290</b>   | <b>\$ 245,606</b>   | <b>\$ 179,601</b>   | <b>\$ 330,327</b>   | <b>\$ 240,225</b>   |  |                               |           |           |           |   |
| <b>Budgetary Reserves and Other Net Assets</b>  |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| Fund Equity, Beg. of Year   | \$ 1,173,406        | \$ 1,087,080        | \$ 1,271,823        | \$ 1,163,798        | \$ 1,247,490        | \$ 1,079,200        | \$ 833,594          | \$ 653,993          | \$ 323,666          |  |                               |           |           |           |   |
| Fund Equity, End of Year  | \$ 1,087,080        | \$ 1,271,823        | \$ 1,163,798        | \$ 1,247,490        | \$ 1,079,200        | \$ 833,594          | \$ 653,993          | \$ 323,666          | \$ 83,440           |  |                               |           |           |           |   |
| Reserved Fund Balance - Encumbrances  | \$ 14,780           | \$ 161,626          | \$ 97,868           | \$ 75,000           | \$ 75,000           | \$ 76,000           | \$ 77,500           | \$ 80,000           | \$ 82,500           |  |                               |           |           |           |   |
| Reserved Fund Balance - Debt Service  | \$ 47,545           | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |  |                               |           |           |           |   |
| Reserved Fund Balance - Repair Reserve  | \$ 117,093          | \$ 137,117          | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |  |                               |           |           |           |   |
| Unreserved Fund Balance - Appropriated  | \$ 14,638           | \$ 55,000           | \$ -                | \$ 168,290          | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |  |                               |           |           |           |   |
| <b>Unreserved Fund Balance - Unappropriated</b>   | <b>\$ 893,024</b>   | <b>\$ 918,080</b>   | <b>\$ 1,065,930</b> | <b>\$ 1,004,200</b> | <b>\$ 1,004,200</b> | <b>\$ 757,594</b>   | <b>\$ 576,493</b>   | <b>\$ 243,666</b>   | <b>\$ 940</b>       |  |                               |           |           |           |   |
| <b>Unreserved Fund Balance as % of next fiscal year revenues BEFORE rate adjustments</b>        | <b>18.39%</b>       | <b>18.16%</b>       | <b>21.12%</b>       | <b>19.80%</b>       | <b>19.40%</b>       | <b>14.62%</b>       | <b>11.10%</b>       | <b>4.67%</b>        | <b>0.02%</b>        |  |                               |           |           |           |   |
| <b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b> |                     |                     |                     |                     |                     |                     |                     |                     |                     |  |                               |           |           |           |   |
| <b>New Surplus (Deficit)</b>  |                     |                     |                     |                     | <b>\$ -</b>         | <b>\$ (150,000)</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |  |                               |           |           |           |   |
| Fund Equity, Beg. of Year   | \$ 1,247,490        | \$ 1,079,200        | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 1,079,200        | \$ 929,200          | \$ 929,200          | \$ 929,200          |  |                               |           |           |           |   |
| Fund Equity, End of Year  | \$ 1,079,200        | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 929,200          | \$ 929,200          |  |                               |           |           |           |   |
| Reserved Fund Balances  | \$ 75,000           | \$ 76,000           | \$ 77,500           | \$ 80,000           | \$ 82,500           | \$ 83,200           | \$ 84,200           | \$ 85,200           | \$ 86,200           |  |                               |           |           |           |   |
| <b>Unreserved Fund Balance</b>  | <b>\$ 1,004,200</b> | <b>\$ 853,200</b>   | <b>\$ 851,700</b>   | <b>\$ 849,200</b>   | <b>\$ 846,700</b>   | <b>\$ 853,200</b>   | <b>\$ 851,700</b>   | <b>\$ 849,200</b>   | <b>\$ 846,700</b>   |  |                               |           |           |           |   |
| <b>Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments</b>         | <b>18.39%</b>       | <b>18.16%</b>       | <b>21.12%</b>       | <b>19.80%</b>       | <b>19.05%</b>       | <b>16.47%</b>       | <b>16.40%</b>       | <b>16.29%</b>       | <b>16.24%</b>       |  |                               |           |           |           |   |

City of Watertown  
 Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
 Sewer Fund

|   | Actual              |                     |                     |                     | Estimate            | Proposed            | Forecast            |                       |                       |              | Avg. Annual Increase | Assumptions 2015/16 - 2018/19 |            |           |   |  |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|-----------------------|--------------|----------------------|-------------------------------|------------|-----------|---|--|
|   | 2011-12             | 2012-13             | 2013-14             | 2014-15             | 2015-16             | 2016-17             | 2017-18             | 2018-19               | 2019-20               | 2010-present | 2016-17              | 2017-18                       | 2018-19    | 2019-20   | Description   |  |
| <b>Revenues</b>   |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| 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   | \$ 5,382,398        | \$ 5,150,731        | \$ 5,079,707        | \$ 5,387,776        | \$ 5,960,000        | \$ 5,883,126        | \$ 5,830,904        | \$ 5,680,171          | \$ 5,910,515          | 3%           | -1%                  | -1%                           | -3%        | 4%        | Sewer rents held constant, adjusted DANC for debt service |  |
| Other (Interest, Penalties, Misc.)  | \$ 85,845           | \$ 104,870          | \$ 107,241          | \$ 115,882          | \$ 81,500           | \$ 80,520           | \$ 80,540           | \$ 80,561             | \$ 80,582             | 1%           | -1%                  | 0%                            | 0%         | 0%        | Held constant   |  |
| Interfund Transfers   | \$ 17,551           | \$ -                | \$ -                | \$ 1,000            | \$ 1,000            | \$ 1,000            | \$ 1,000            | \$ 1,000              | \$ 1,000              | #DIV/0!      | 0%                   | 0%                            | 0%         | 0%        | Decreasing transfers from Debt Service Fund               |  |
| <b>Total Revenues</b>   | <b>\$ 5,485,794</b> | <b>\$ 5,255,601</b> | <b>\$ 5,186,948</b> | <b>\$ 5,504,658</b> | <b>\$ 6,042,500</b> | <b>\$ 5,964,646</b> | <b>\$ 5,912,444</b> | <b>\$ 5,761,732</b>   | <b>\$ 5,992,097</b>   | <b>3%</b>    | <b>-1%</b>           | <b>-1%</b>                    | <b>-3%</b> | <b>4%</b> |   |  |
| <b>Expenditures</b>   |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| Personal Services*  | \$ 1,039,092        | \$ 1,127,723        | \$ 1,196,093        | \$ 1,234,665        | \$ 1,284,143        | \$ 1,316,247        | \$ 1,342,572        | \$ 1,369,423          | \$ 1,396,811          | 5%           | 3%                   | 2%                            | 2%         | 2%        | Known and estimated collective bargaining agreements      |  |
| Equipment and Capital Outlay *  | \$ 34,309           | \$ 170,934          | \$ 180,604          | \$ 172,309          | \$ 294,000          | \$ -                | \$ -                | \$ -                  | \$ -                  | 117%         | -100%                | #DIV/0!                       | #DIV/0!    | #DIV/0!   | CPI   |  |
| Contractual *   | \$ 1,760,889        | \$ 2,092,365        | \$ 2,005,444        | \$ 2,295,511        | \$ 2,484,485        | \$ 2,533,942        | \$ 2,584,384        | \$ 2,635,830          | \$ 2,688,300          | 9%           | 2%                   | 2%                            | 2%         | 2%        | CPI   |  |
| Debt Service (Principal and Interest) *   | \$ 642,445          | \$ 582,043          | \$ 610,046          | \$ 946,581          | \$ 1,292,357        | \$ 1,650,247        | \$ 1,660,023        | \$ 1,569,145          | \$ 1,443,967          | 22%          | 28%                  | 1%                            | -5%        | -8%       | Per debt schedules plus projected new debt                |  |
| Employee Benefits *   | \$ 679,875          | \$ 1,092,027        | \$ 823,726          | \$ 694,473          | \$ 777,908          | \$ 822,853          | \$ 860,704          | \$ 900,451            | \$ 944,332            | 8%           | 6%                   | 5%                            | 5%         | 5%        | Projected increases for retirement and health insurance   |  |
| Interfund Transfers to Other Funds *  | \$ 797,016          | \$ 921,158          | \$ 500,000          | \$ 60,000           | \$ 90,000           | \$ 468,000          | \$ 15,000           | \$ 124,000            | \$ 305,000            | -17%         | 420%                 | -97%                          | 727%       | 146%      | Projected capital project transfers                       |  |
| <b>Total Expenditures</b>   | <b>\$ 4,953,626</b> | <b>\$ 5,986,250</b> | <b>\$ 5,315,913</b> | <b>\$ 5,403,540</b> | <b>\$ 6,222,893</b> | <b>\$ 6,791,288</b> | <b>\$ 6,462,683</b> | <b>\$ 6,598,848</b>   | <b>\$ 6,778,410</b>   | <b>7%</b>    | <b>9%</b>            | <b>-5%</b>                    | <b>2%</b>  | <b>3%</b> |   |  |
| <b>Surplus (Deficit)</b>  | <b>\$ 532,168</b>   | <b>\$ (730,649)</b> | <b>\$ (128,965)</b> | <b>\$ 101,118</b>   | <b>\$ (180,393)</b> | <b>\$ (826,642)</b> | <b>\$ (550,239)</b> | <b>\$ (837,117)</b>   | <b>\$ (786,313)</b>   |              |                      |                               |            |           |   |  |
| <b>Potential Strategies to Promote Fiscal Balance</b>   |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| <i>Describe Local Actions</i>   |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| Increase sewer rates (FY 16/17 = 13.98%)  |                     |                     |                     |                     |                     | \$ 550,239          | \$ 550,239          | \$ 550,239            | \$ 550,239            |              |                      |                               |            |           |   |  |
| Increase sewer rates (FY 17/18 = 0.0%)  |                     |                     |                     |                     |                     | \$ -                | \$ (0)              | \$ (0)                | \$ (0)                |              |                      |                               |            |           |   |  |
| Increase sewer rates (FY 18/19 = 5.26%)   |                     |                     |                     |                     |                     | \$ -                | \$ -                | \$ 236,074            | \$ 236,074            |              |                      |                               |            |           |   |  |
| Increase sewer rates (FY 19/20 = 0.0%)  |                     |                     |                     |                     |                     | \$ -                | \$ -                | \$ -                  | \$ (0)                |              |                      |                               |            |           |   |  |
| Appropriate debt reserve fund balance   |                     |                     |                     |                     | \$ 2,340            | \$ -                | \$ -                | \$ -                  | \$ -                  |              |                      |                               |            |           |   |  |
| Appropriate fund balance  |                     |                     |                     |                     | \$ 178,053          | \$ 276,403          | \$ -                | \$ 50,804             | \$ -                  |              |                      |                               |            |           |   |  |
| <i>Describe Other Actions</i>   |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| <b>Total Effect of Strategies to Promote Fiscal Balance</b>                                     |                     |                     |                     |                     | <b>\$ 180,393</b>   | <b>\$ 826,642</b>   | <b>\$ 550,239</b>   | <b>\$ 837,117</b>     | <b>\$ 786,313</b>     |              |                      |                               |            |           |   |  |
| <b>Budgetary Reserves and Other Net Assets</b>  |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| Fund Equity, Beg. of Year   | \$ 1,636,752        | \$ 2,168,920        | \$ 1,438,271        | \$ 1,309,306        | \$ 1,410,424        | \$ 1,230,031        | \$ 403,389          | \$ (146,850)          | \$ (983,966)          |              |                      |                               |            |           |   |  |
| Fund Equity, End of Year  | \$ 2,168,920        | \$ 1,438,271        | \$ 1,309,306        | \$ 1,410,424        | \$ 1,230,031        | \$ 403,389          | \$ (146,850)        | \$ (983,966)          | \$ (1,770,279)        |              |                      |                               |            |           |   |  |
| Reserved Fund Balance - Encumbrances  | \$ 131,145          | \$ 68,150           | \$ 75,098           | \$ 75,000           | \$ 77,500           | \$ 80,000           | \$ 82,500           | \$ 85,000             | \$ 90,000             |              |                      |                               |            |           |   |  |
| Reserved Fund Balance - Debt Service  | \$ 65,945           | \$ 25,761           | \$ 13,913           | \$ 2,340            | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                  |              |                      |                               |            |           |   |  |
| Unreserved Fund Balance - Appropriated  | \$ 468,380          | \$ 167,298          | \$ 40,074           | \$ 178,053          | \$ -                | \$ -                | \$ -                | \$ -                  | \$ -                  |              |                      |                               |            |           |   |  |
| <b>Unreserved Fund Balance</b>  | <b>\$ 1,503,450</b> | <b>\$ 1,177,062</b> | <b>\$ 1,180,221</b> | <b>\$ 1,155,031</b> | <b>\$ 1,152,531</b> | <b>\$ 323,389</b>   | <b>\$ (229,350)</b> | <b>\$ (1,068,966)</b> | <b>\$ (1,860,279)</b> |              |                      |                               |            |           |   |  |
| <b>Unreserved Fund Balance as % of next fiscal year revenues BEFORE rate adjustments</b>        | <b>28.61%</b>       | <b>22.69%</b>       | <b>21.44%</b>       | <b>19.12%</b>       | <b>19.32%</b>       | <b>5.47%</b>        | <b>-3.98%</b>       | <b>-17.84%</b>        | <b>-31.05%</b>        |              |                      |                               |            |           |   |  |
| <b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b> |                     |                     |                     |                     |                     |                     |                     |                       |                       |              |                      |                               |            |           |   |  |
| <b>New Surplus (Deficit)</b>  |                     |                     |                     |                     | <b>\$ (178,053)</b> | <b>\$ (276,403)</b> | <b>\$ -</b>         | <b>\$ (50,804)</b>    | <b>\$ -</b>           |              |                      |                               |            |           |   |  |
| Fund Equity, Beg. of Year   |                     |                     |                     |                     | \$ 1,410,424        | \$ 1,230,031        | \$ 953,628          | \$ 953,628            | \$ 902,824            |              |                      |                               |            |           |   |  |
| Fund Equity, End of Year  |                     |                     |                     |                     | \$ 1,230,031        | \$ 953,628          | \$ 953,628          | \$ 902,824            | \$ 902,824            |              |                      |                               |            |           |   |  |
| Reserved Fund Balances  |                     |                     |                     |                     | \$ 77,500           | \$ 80,000           | \$ 82,500           | \$ 85,000             | \$ 90,000             |              |                      |                               |            |           |   |  |
| <b>Unreserved Fund Balance</b>  |                     |                     |                     |                     | <b>\$ 1,152,531</b> | <b>\$ 873,628</b>   | <b>\$ 871,128</b>   | <b>\$ 817,824</b>     | <b>\$ 812,824</b>     |              |                      |                               |            |           |   |  |
| <b>Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments</b>         | <b>28.61%</b>       | <b>22.69%</b>       | <b>21.44%</b>       | <b>19.12%</b>       | <b>19.32%</b>       | <b>14.78%</b>       | <b>15.12%</b>       | <b>13.65%</b>         | <b>13.56%</b>         |              |                      |                               |            |           |   |  |

**City of Watertown  
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20  
Employment / Salary Negotiations**

| Bargaining Unit               | Date of Contract | Length of Contract | Actual  |         | Proposed |         |         | Forecast |         |         |         |
|-------------------------------|------------------|--------------------|---------|---------|----------|---------|---------|----------|---------|---------|---------|
|                               |                  |                    | 2011-12 | 2012-13 | 2013-14  | 2014-15 | 2015-16 | 2016-17  | 2017-18 | 2018-19 | 2019-20 |
| Police                        | 7/1/2014         | 3 years            | 2.00%   | 2.00%   | 2.00%    | 1.50%   | 2.50%   | 2.50%    | 2.00% * | 2.00% * | 2.00% * |
| Fire                          | 7/1/2011         | 3 years            | 2.00%   | 2.00%   | 2.00%    | 2.00%   | 2.00% * | 2.00% *  | 2.00% * | 2.00% * | 2.00% * |
| CSEA                          | 7/1/2013         | 4 years            | 1.50%   | 2.00%   | 2.00%    | 1.50%   | 2.50%   | 2.50%    | 2.00% * | 2.00% * | 2.00% * |
| IBEW                          | 7/1/2013         | 3 years            | 2.00%   | 2.50%   | 1.50%    | 1.50%   | 1.50%   | 2.00% *  | 2.00% * | 2.00% * | 2.00% * |
| <b>Number of Employees*</b>   |                  |                    |         |         |          |         |         |          |         |         |         |
| Total                         |                  |                    | 482     | 472     | 478      | 443     | 442     | 442      | 442     | 442     | 442     |
| Full-time                     |                  |                    | 314     | 322     | 327      | 313     | 330     | 330      | 330     | 330     | 330     |
| Part-time                     |                  |                    | 54      | 46      | 46       | 38      | 35      | 35       | 35      | 35      | 35      |
| Seasonal                      |                  |                    | 114     | 104     | 105      | 92      | 77      | 77       | 77      | 77      | 77      |
| Full-time equivalents (FTE's) |                  |                    | 361     | 359     | 368      | 361     | 350     | 350      | 350     | 350     | 350     |

\* Estimated percentage increase for purposes of preparing the financial forecast and does not in any way indicate the affordability of the percentage used.

# EXEMPTION IMPACT REPORT





# City of Watertown 2015 Exemption Impact Report

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

| Name - Legal Authority  | Description   |
|---|---|
| <p><b>U.S.A. OWNED - RPTL §400(1)</b><br/>                     \$9,278,700 - 0.60%<br/>                     # of parcels 1<br/>                     PILOT Payments \$0<br/>                     Impact* \$7.96<br/>                     STATE MANDATED</p>                                  | <p>Real property that is owned by the U.S. Government.</p>  |
| <p><b>NYS OWNED - RPTL §404(1)</b><br/>                     \$20,317,250 - 1.32%<br/>                     # of parcels 39<br/>                     PILOT Payments \$0<br/>                     Impact* \$17.24<br/>                     STATE MANDATED</p>                                  | <p>Real property owned by the State of New York or any of its departments or agencies.</p>  |
| <p><b>CITY OWNED - RPTL §406(1)</b><br/>                     \$102,147,900 - 6.64%<br/>                     # of parcels 206<br/>                     PILOT Payments \$0<br/>                     Impact* \$80.44<br/>                     STATE MANDATED</p>                               | <p>Real property that is owned by a city, is located within the boundaries of the owning municipal corporation, and is held for public use.</p>   |
| <p><b>COUNTY OWNED - RPTL §406(1)</b><br/>                     \$42,170,250 - 2.74%<br/>                     # of parcels 51<br/>                     PILOT Payments \$0<br/>                     Impact* \$35.05<br/>                     STATE MANDATED</p>                               | <p>Real property that is owned by a county, is located within the boundaries of the owning municipal corporation, and is held for public use.</p> |
| <p><b>SCHOOLPROP - RPTL §408</b><br/>                     \$36,482,300 - 2.37%<br/>                     # of parcels 12<br/>                     PILOT Payments \$0<br/>                     Impact* \$30.49<br/>                     STATE MANDATED</p>                                    | <p>Real property owned by a school district or Board of Cooperative Educational Services (BOCES).</p>   |
| <p><b>Ind Develop Agency - RPTL §412-a &amp; Gen Muny L §874</b><br/>                     \$15,747,900 - 1.02%<br/>                     # of parcels 8<br/>                     PILOT Payments \$79,254<br/>                     Impact* \$5.35<br/>                     STATE MANDATED</p> | <p>Real property that is owned or under the control of a municipal industrial development agency (IDA) and is located and used as required.</p>   |

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,677,385 (Proposed) .

# City of Watertown 2015 Exemption Impact Report

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

Name - Legal Authority

Description

|  |   |
|--|---|
| <p><b>NotForProfit-Char - RPTL §420-a</b><br/>           \$7,722,700 - 0.50%<br/>           # of parcels 8<br/>           PILOT Payments \$0<br/>           Impact* \$6.63<br/>           STATE MANDATED</p>     | <p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for charitable purposes and is used for carrying out this purpose.</p>  |
| <p><b>NotForProfit-Educ - RPTL §420-a</b><br/>           \$17,147,000 - 1.11%<br/>           # of parcels 4<br/>           PILOT Payments \$0<br/>           Impact* \$14.59<br/>           STATE MANDATED</p>   | <p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for educational purposes and is used for carrying out this purpose.</p>                                       |
| <p><b>NotForProfit-Hosp - RPTL §420-a</b><br/>           \$66,063,500 - 4.29%<br/>           # of parcels 14<br/>           PILOT Payments \$0<br/>           Impact* \$53.72<br/>           STATE MANDATED</p>  | <p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for hospital purposes and is used for carrying out this purpose.</p>  |
| <p><b>NotForProfit-Moral - RPTL §420-a</b><br/>           \$12,715,800 - 0.83%<br/>           # of parcels 22<br/>           PILOT Payments \$0<br/>           Impact* \$10.87<br/>           STATE MANDATED</p> | <p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for the moral or mental improvement of men, women, or children and is used for carrying out this purpose.</p> |
| <p><b>NotForProfit-Relig - RPTL §420-a</b><br/>           \$45,411,091 - 2.95%<br/>           # of parcels 61<br/>           PILOT Payments \$0<br/>           Impact* \$37.63<br/>           STATE MANDATED</p> | <p>Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for religious purposes and is used for carrying out this purpose.</p>   |
| <p><b>HOSTEL - RPTL §422</b><br/>           \$2,371,450 - 0.15%<br/>           # of parcels 19<br/>           PILOT Payments \$0<br/>           Impact* \$2.05<br/>           STATE MANDATED</p>                 | <p>Real property owned by certain private housing companies that is used for a hostel for the mentally ill or retarded.</p>   |

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,677,385 (Proposed) .

# City of Watertown 2015 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 - 0.56%

# of parcels 4

PILOT Payments \$0

Impact\* \$7.35

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 - 1.38%

# of parcels 1

PILOT Payments \$0

Impact\* \$17.95

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\* \$0.25

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\* \$0.60

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**

\$3,000 - 0.00%

# of parcels 2

PILOT Payments \$0

Impact\* \$0.00

STATE MANDATED

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

**Religious Residence - RPTL §462**

\$1,384,700 - 0.09%

# of parcels 9

PILOT Payments \$0

Impact\* \$1.20

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 \$107,271 and a tax levy of \$8,677,385 (Proposed).

# City of Watertown 2015 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  |
|--|--|
| <b>NOPROFMED - RPTL §486 &amp; Ins L §4310(j)</b><br>\$1,530,800 - 0.10%<br># of parcels 2<br>PILOT Payments \$0<br>Impact* \$1.32<br>STATE MANDATED | Real property owned by nonprofit medical indemnity corporations, dental indemnity corporations, health service corporations, and hospital service corporations.  |
| <b>RAILROAD - RPTL §489-d, 489-dd</b><br>\$2,920,193 - 0.19%<br># of parcels 1<br>PILOT Payments \$0<br>Impact* \$2.52<br>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 \$414,130,534**

**# of parcels 467**

**% of assessment roll 26.90%**

**PILOT payments \$79,254.00**

**Impact\* \$333.19**

| Name - Legal Authority   | Description   |
|--|---|
| <b>PHFL Article 5 - PHFL §125, §127</b><br>\$9,337,850 - 0.61%<br># of parcels 5<br>PILOT Payments \$30,688<br>Impact* \$4.86<br>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.   |
| <b>Housing Dev Fund CTS - PHFL §577(1),(3)</b><br>\$11,443,100 - 0.74%<br># of parcels 4<br>PILOT Payments \$0<br>Impact* \$9.79<br>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 \$107,271 and a tax levy of \$8,677,385 (Proposed) .

# City of Watertown 2015 Exemption Impact Report

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

Name - Legal Authority

Description

|  |  |
|--|--|
| <p><b>Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6)</b><br/>           \$19,807,200 - 1.29%<br/>           # of parcels 10<br/>           PILOT Payments \$42,000<br/>           Impact* \$12.55<br/>           LOCAL OPTION</p> | <p>Real property that is owned or under the control of a municipal housing authority (MHA), financed or aided by a municipality or the federal government, but not by New York State, and used for low-income housing.</p>   |
| <p><b>Town O/S Limits - RPTL §406(2)</b><br/>           \$250,000 - 0.02%<br/>           # of parcels 1<br/>           PILOT Payments \$0<br/>           Impact* \$0.22<br/>           LOCAL OPTION</p>                                | <p>Two types of property owned by a town outside its boundaries: (1) a sewage disposal plant or system owned by any municipality and (2) a water plant, pumping station, water treatment plant, watershed, or reservoir. The exemption is allowed only if agreed to in writing by the governing board of the taxing jurisdiction in which the property is located.</p>   |
| <p><b>NotForProfit-Permis - RPTL §420-b</b><br/>           \$831,300 - 0.05%<br/>           # of parcels 2<br/>           PILOT Payments \$0<br/>           Impact* \$0.72<br/>           LOCAL OPTION</p>                             | <p>Real property that is owned by a nonprofit corporation or association organized exclusively for one or more specific purposes (bible, tract, benevolent, missionary, infirmary, public playground, scientific, literary, bar association, medical society, library, patriotic, historical, development of good sportsmanship for persons under age 18 through the conduct of supervised athletic games, or enforcement of laws relating to children or animals) and is used exclusively for carrying out one or more of these purposes. Each of these purposes is exempt unless specifically revoked by local law, ordinance, or resolution (after a public hearing).</p> |
| <p><b>Home Imp 421-F City - RPTL §421-f</b><br/>           \$167,115 - 0.01%<br/>           # of parcels 7<br/>           PILOT Payments \$0<br/>           Impact* \$0.14<br/>           LOCAL OPTION</p>                             | <p>One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$80,000. This exemption applies only to the City and is given only in the event that the exemption is greater than the \$50,000 School limit.</p>   |
| <p><b>Home Imp 421-F City &amp;S - RPTL §421-f</b><br/>           \$505,194 - 0.03%<br/>           # of parcels 38<br/>           PILOT Payments \$0<br/>           Impact* \$0.44<br/>           LOCAL OPTION</p>                     | <p>One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$50,000.</p>  |

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,677,385 (Proposed) .

# City of Watertown 2015 Exemption Impact Report

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

| Name - Legal Authority   | Description   |
|--|---|
| <p><b>% VET CT - RPTL §458</b><br/>                     \$1,765,957 - 0.11%<br/>                     # of parcels 41<br/>                     PILOT Payments \$0<br/>                     Impact* \$1.52<br/>                     LOCAL OPTION</p>       | <p>Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds". Before it's repeal in 1994 this exemption was given to all recipients of the standard eligible fund exemption requiring a change to the exempt amount in proportion to the change in assessed value of the veteran's property resulting from a revaluation.</p> |
| <p><b>VETFUNDC/T - RPTL §458</b><br/>                     \$21,750 - 0.00%<br/>                     # of parcels 9<br/>                     PILOT Payments \$0<br/>                     Impact* \$0.02<br/>                     LOCAL OPTION</p>         | <p>Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds".</p>   |
| <p><b>VET COM CT - RPTL §458-a</b><br/>                     \$10,325,122 - 0.67%<br/>                     # of parcels 508<br/>                     PILOT Payments \$0<br/>                     Impact* \$8.84<br/>                     LOCAL OPTION</p> | <p>The primary residence of a veteran of the United States Armed Services who actively served during a period of war and served in a combat zone.</p>   |
| <p><b>VET DIS CT - RPTL §458-a</b><br/>                     \$6,203,771 - 0.40%<br/>                     # of parcels 252<br/>                     PILOT Payments \$0<br/>                     Impact* \$5.33<br/>                     LOCAL OPTION</p>  | <p>The primary residence of a veteran who sustained service-related disabilities, as evidenced by receipt of disability compensation rating from the Veterans Administration or the Department of Defense are eligible for a percentage exemption equal to one-half of their disability rating.</p>   |
| <p><b>VET WAR CT - RPTL §458-a</b><br/>                     \$4,628,996 - 0.30%<br/>                     # of parcels 382<br/>                     PILOT Payments \$0<br/>                     Impact* \$3.99<br/>                     LOCAL OPTION</p>  | <p>The primary residence of a veteran of the United States Armed Services who actively served during a period of war.</p>   |
| <p><b>AGED C/T - RPTL §467</b><br/>                     \$44,018 - 0.00%<br/>                     # of parcels 2<br/>                     PILOT Payments \$0<br/>                     Impact* \$0.04<br/>                     LOCAL OPTION</p>           |   |

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,677,385 (Proposed) .

# City of Watertown 2015 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**

\$2,405,870 - 0.16%

# of parcels 87

PILOT Payments \$0

Impact\* \$2.08

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**

\$8,262,704 - 0.54%

# of parcels 32

PILOT Payments \$0

Impact\* \$7.09

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**

\$11,840,250 - 0.77%

# of parcels 12

PILOT Payments \$0

Impact\* \$10.13

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 \$87,840,197**

**# of parcels 1392**

**% of assessment roll 5.71%**

**PILOT payments \$72,687.50**

**Impact\* \$67.76**

**Grand Totals for All Exemptions**

**Exempt amount \$501,970,731**

**# of parcels 1859**

**% of assessment roll 32.61%**

**PILOT payments \$151,941.50**

**Impact\* \$400.95**

\*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 \$107,271 and a tax levy of \$8,677,385 (Proposed).