



Watertown City Council  
Monday, May 9, 2016  
6:00 p.m.

WORK SESSION AGENDA

Discussion Items:

2016-2017 Proposed Budget

- Proposed FY 2016-17 Budget Update
- Fire Department Discussion

May 5, 2016

To: The Honorable Mayor and City Council  
From: James E. Mills, City Comptroller  
Subject: Proposed FY 2016-17 Budget Update

**Taxable Assessed Value Change:** Brian Phelps, City Assessor, has provided an update to the taxable assessed values used to calculate the property tax rate. The taxable assessed values have decreased by \$10,770 since the release of the proposed budget to \$1,062,698,815 which would increase the proposed tax rate by only \$0.0001. The revised property tax rate calculation shown below only updates the taxable assessed values and does not include any changes discussed by City Council thus far (i.e. increasing sales tax revenue or adding one police officer).

	<u>2015-16</u>	<u>2016-17</u>	<u>Change</u>	<u>% Change</u>
Appropriations	\$ 41,085,325	\$ 42,043,270	\$ 957,945	2.33%
Less Non-Property Tax Levy Revenues	\$ 30,910,665	\$ 31,834,920	\$ 924,255	2.99%
Less Appropriated Fund Balance	\$ 1,173,496	\$ -	\$ (1,173,496)	-100.00%
Less Sidewalk Reserve	\$ 66,500	\$ 33,845	\$ (32,655)	-49.11%
Less Fairgrounds Capital Reserve	\$ -	\$ 20,000	\$ 20,000	N/A
Less Capital Reserve	\$ 520,000	\$ 505,000	\$ (15,000)	-2.88%
Real Property Tax Levy	\$ 8,414,664	\$ 9,649,505	\$ 1,234,841	14.67%
Taxable Assessed Valuation	\$1,037,341,589	\$1,062,698,815	\$ 25,357,226	2.44%
Tax Rate per \$1,000 of Taxable Assessed Valuation	\$ <b>8.1017</b>	\$ <b>9.0672</b>	\$ <b>0.9655</b>	<b>11.92%</b>

**Property Tax Cap and Property Tax Freeze Credit:** The following summarizes the effect to the property tax rate if the FY 2016-17 General Fund Budget is adopted with a property tax levy equal to the allowable levy under the property tax cap formula. Due to the property tax levy increase being less than the taxable assessed valuation increase the resulting property tax rate actually decreases. The summary below does include the revised taxable assessed values but not any changes discussed by City Council thus far (i.e. increasing sales tax revenue or adding one police officer). The appropriation of \$1,157,176 of fund balance shown below was done ONLY to keep the budget in balance for this exercise. A fund balance appropriation is not being recommended.

	<u>2015-16</u>	<u>2016-17</u>	<u>Change</u>	<u>% Change</u>
Appropriations	\$ 41,085,325	\$ 42,043,270	\$ 957,945	2.33%
Less Non-Property Tax Levy Revenues	\$ 30,910,665	\$ 31,834,920	\$ 924,255	2.99%
Less Appropriated Fund Balance	\$ 1,173,496	\$ 1,157,176	\$ (16,320)	-1.39%
Less Sidewalk Reserve	\$ 66,500	\$ 33,845	\$ (32,655)	-49.11%
Less Fairgrounds Capital Reserve	\$ -	\$ 20,000	\$ 20,000	N/A
Less Capital Reserve	\$ 520,000	\$ 505,000	\$ (15,000)	-2.88%
Real Property Tax Levy	\$ 8,414,664	\$ 8,492,329	\$ 77,665	0.92%
Taxable Assessed Valuation	\$1,037,341,589	\$1,062,698,815	\$ 25,357,226	2.44%
Tax Rate per \$1,000 of Taxable Assessed Valuation	\$ <b>8.1017</b>	\$ <b>7.9783</b>	\$ <b>(0.1234)</b>	<b>-1.52%</b>

Under this scenario those property owners who had no assessment change would see their property tax bills decrease. The Property Tax Freeze Credit program states that if an owner's property tax bill goes down their credit would be equal to the previous year's bill multiplied by the inflation factor. For example, a property owner of a house with a taxable assessed value of \$100,000 would have paid \$810.17 for their FY 2014-15 City property tax bill resulting in a property tax freeze credit of \$0.97 (\$810.17 x 0.12%).

If the goal of City Council is to keep the property tax rate unchanged from the FY 2015-16 rate the property tax levy could increase \$208,841 or 2.48% based on the following analysis which assumes no other changes to the proposed budgeted revenues or expenditures other than the change in taxable values. The appropriation of \$1,026,000 of fund balance was done ONLY to keep the budget in balance for this exercise. A fund balance appropriation is not being recommended. Under this scenario a local law would need to be adopted to override the property tax cap. Doing so would eliminate the property owners from receiving a property tax freeze credit for their FY 2016-17 City tax bill.

	<u>2015-16</u>	<u>2016-17</u>	<u>Change</u>	<u>% Change</u>
Appropriations	\$ 41,085,325	\$ 42,043,270	\$ 957,945	2.33%
Less Non-Property Tax Levy Revenues	\$ 30,910,665	\$ 31,834,920	\$ 924,255	2.99%
Less Appropriated Fund Balance	\$ 1,173,496	\$ 1,026,000	\$ (147,496)	-12.57%
Less Sidewalk Reserve	\$ 66,500	\$ 33,845	\$ (32,655)	-49.11%
Less Fairgrounds Capital Reserve	\$ -	\$ 20,000	\$ 20,000	N/A
Less Capital Reserve	\$ 520,000	\$ 505,000	\$ (15,000)	-2.88%
Real Property Tax Levy	\$ 8,414,664	\$ 8,623,505	\$ 208,841	2.48%
Taxable Assessed Valuation	\$1,037,341,589	\$1,062,698,815	\$ 25,357,226	2.44%
Tax Rate per \$1,000 of Taxable Assessed Valuation	\$ 8.1017	\$ 8.1017	\$ 0.0000	0.00%

**Sewer Fund and Capital Projects Fund Budgets:** At the request of Michael Sligar, Water Superintendent, the Lachenauer Pump Station Rebuild on page 290 will not be undertaken in FY 2016-17 as he has received an estimate from a construction company that is far greater than what was included in the proposed budget. Accordingly, he has requested it be moved into FY 2017-18 of the five capital plan. The impact to the Sewer Fund Proposed Budget is a reduction of \$35,000 to the Transfer to Capital Fund line item and a reduction in the amount of fund balance being appropriated to balance the Sewer Fund Budget.

G.0000.0909	Fund Balance	(\$35,000)
G.9950.0900	Transfer to Capital Fund	(\$35,000)

**Consumer Price Index:** The following is a historical chart of the Consumer Price Index for All Urban Consumers (not seasonally adjusted).

2006	3.23%
2007	2.85%
2008	3.84%
2009	-0.36%
2010	1.64%
2011	3.16%
2012	2.07%
2013	1.46%
2014	1.62%
2015	1.74%

**Missing Operating Budgets' Vehicle and Equipment Narrative Pages:** The following operating budgets' vehicle and equipment narrative pages were inadvertently missing from the proposed budget and should be inserted into your binders. The proposed budget online has also been corrected.

A1410 – City Clerk

Fiscal Year 2016-17  
Vehicles and Equipment



Copier

\$8,000

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

A1440 - Engineering

Fiscal Year 2016-17  
Vehicles and Equipment



Engineering Fleet vehicle 7-1

\$22,000

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



A1680 – Information Technology



Fiscal Year 2016-17  
Vehicles and Equipment

Server Replacements

\$15,000

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



A3120 – Police Department

Fiscal Year 2016-17  
Vehicles and Equipment



Vehicle Replacement (3) - \$110,000

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



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



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

A3120 – Police Department

Fiscal Year 2016-17  
Vehicles and Equipment



Livescan Unit Replacement (1) \$20,000

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

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



A3410 – Fire Department

Fiscal Year 2016-17  
Vehicles and Equipment



Replace Command Vehicle – 8-15

\$40,000

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



A5010 – Buildings & Grounds Maintenance

Fiscal Year 2016-17  
Vehicles and Equipment



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

\$38,000

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



A5142 – Snow Removal

Fiscal Year 2016-17  
Vehicles and Equipment



Compact Utility Vehicle Replacement (1-053)

\$34,000

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



Front Loader Mounted Snow Plow Assembly

\$19,500

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



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

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

A5142 – Snow Removal

Fiscal Year 2016-17  
Vehicles and Equipment



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

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

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



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

A5186 – Traffic Control and Lighting

Fiscal Year 2016-17  
Vehicles and Equipment



Traffic Signal Cabinet (#30)

\$9,250

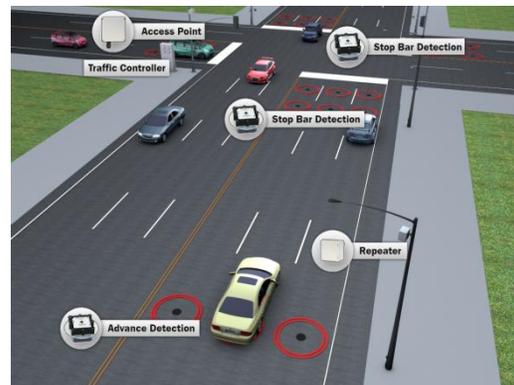
This request is for a NEMA 8-phase TS2 traffic signal cabinet and controller which will replace the 1992 pole mount TS1 controller currently in service at the Mullin–Washington Street intersection.



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

\$13,665

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



A5186 – Traffic Control and Lighting

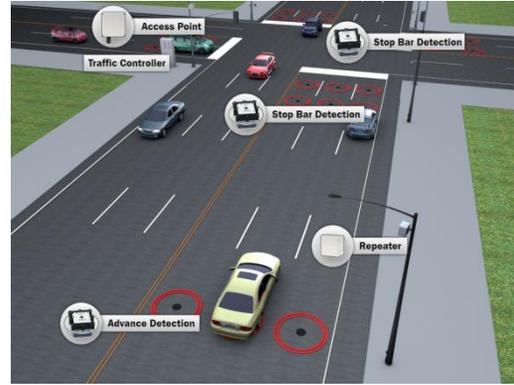
Fiscal Year 2016-17  
Vehicles and Equipment



Traffic Signal Wireless Vehicle Detection System  
Arsenal and Sherman Street (#5)

\$19,600

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



A5630 – Bus

Fiscal Year 2016-17  
Vehicles and Equipment



Transit Bus Replacement Engine

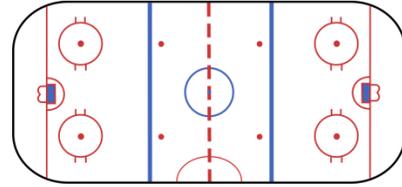
\$32,000

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



A7265 – Arena

Fiscal Year 2016-17  
Vehicles and Equipment



Ventless Fryers (2):

\$16,000

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



F8330 – Water Purification

Fiscal Year 2016-17  
Vehicles and Equipment



4x4 pick-up truck (#2-27)

\$30,000



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



F8330 – Water Purification

Fiscal Year 2016-17  
Vehicles and Equipment

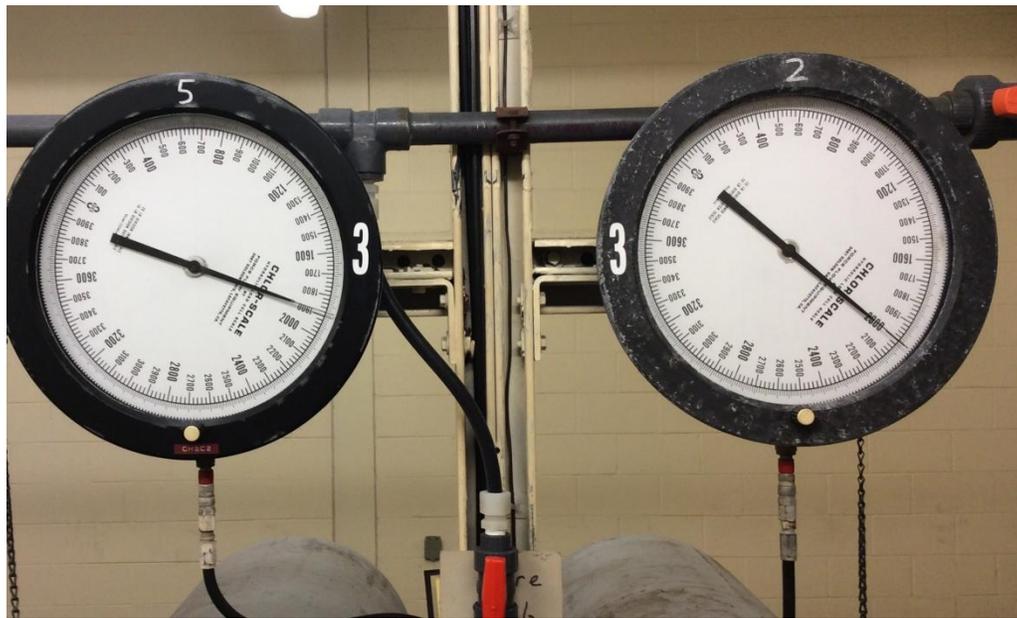


Chlorine Scales

\$10,000



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



G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17  
Vehicles and Equipment



Trailer Mounted Trash Pump (new)

\$45,000



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

Control Building HVAC Upgrade

\$10,000



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

G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17  
Vehicles and Equipment



Primary Settling Tank Scum Pump Replacement

\$20,000



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

Truck Lift Gate Replacement

\$6,000



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

G8130 Sewage Treatment and Disposal

Fiscal Year 2016-17  
Vehicles and Equipment



Blower and Blower Motor Assembly

\$75,000



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

Push Blade to Mount on Rolling Stock

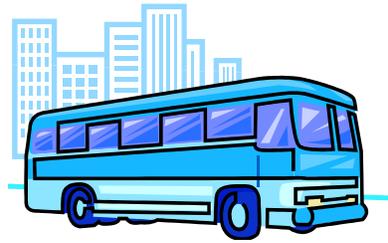
\$6,500



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

CD8668 – Community Development

Fiscal Year 2016-17  
Vehicles and Equipment



Superior Street Bus Shelter Replacement and Improvements \$16,000

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

