

CITY OF WATERTOWN, NEW YORK
AGENDA
Monday, November 19, 2018

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, November 19, 2018, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF MINUTES

COMMUNICATIONS

PROCLAMATION

Giving Tuesday - #giveNNY DAY

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Amendment No. 117 to the Management And Management Confidential Pay Plan for Fiscal Year 2018-19
- Resolution No. 2 - Approving Agreement for Empire Zone Administration Services, Camoin Associates, Inc.
- Resolution No. 3 - Dedicating Real Property for Highway Purposes on Factory Street
- Resolution No. 4 - Approving Pole Attachment Agreement, National Grid
- Resolution No. 5 - Accepting Bid for Purchase of Side Load Packer Bodies
- Resolution No. 6 - Accepting Bid for Hydro Plant Excitation System
- Resolution No. 7 - Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Frances Seymour

- Resolution No. 8 - Approving Agreement for Professional Services for Western Outfall Trunk Sewer Upgrade, GHD Consulting Services Inc.
- Resolution No. 9 - Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Rental Rehabilitation Program
- Resolution No. 10 - Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Owner Occupied Rehabilitation Program

ORDINANCES

- Ordinance No. 1 - Amending City Municipal Code § 293, Vehicles and Traffic, Factory Street

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

STAFF REPORTS

1. CitiBus Sunday Service Extension Request
2. Public Skating Admission and Rental Waiver for Special Events at the Municipal Arena
3. Year-end Financial Report

NEW BUSINESS

EXECUTIVE SESSION

To discuss proposed, pending or current litigation.

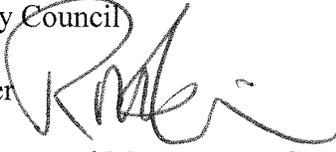
WORK SESSION

ADJOURNMENT

NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, DECEMBER 3, 2018.

Res No. 1

November 14, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Fiscal Year 2018-19 Management and Management Confidential Pay Plan

The attached resolution revises the Management and Management Confidential Pay Plan to include the Purchasing Manager position to be appointed.

RESOLUTION

Page 1 of 1

Amendment No. 117 to the Management
And Management Confidential Pay Plan
for Fiscal Year 2018-19

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa L.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves Amendment No. 117 to the Management and Management Confidential Pay Plan, in order to amend the annual compensation for the position listed below effective November 30, 2018,

Position

Salary

Purchasing Manager

\$73,000

Seconded by

Res No. 2

November 14, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Agreement for Empire Zone Administration Services,
Camoin Associates, Inc.

On December 21, 2015, the City Council approved an Agreement with Camoin Associates, Inc. to administer Watertown's Empire Zone. This Agreement expires December 31, 2018.

A new Agreement has been provided to Joseph M. Butler, Jr., Zone Administrative Board Chair, for review. Camoin has agreed to continue their services under the same terms and for another three-year contract. Although there will be no new Zone Certified business, there still remains administrative work to be done through the end of the zone benefit term.

A Resolution approving the Agreement between the City of Watertown and Camoin Associates for Administration of the Watertown Empire Zone is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Agreement for Empire Zone Administration Services, Camoin Associates, Inc.

- Council Member HENRY-WILKINSON, Ryan J.
- Council Member HORBACZ, Cody J.
- Council Member RUGGIERO, Lisa A.
- Council Member WALCZYK, Mark C.
- Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City Council of the City of Watertown, New York approved an Agreement for Empire Zone Administration Services with Camoin Associates, Inc. on December 21, 2015, and

WHEREAS the current Agreement with Camoin to provide Empire Zone Administration services expires on December 31, 2018, and

WHEREAS the services of Camoin Associates, Inc. will be needed to continue to administer the local program, and

WHEREAS the Zone Administrative Board is recommending that the City Council approve the Agreement with Camoin Associates to provide services through December 31, 2021,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement for Empire Zone Administration Services with Camoin Associates, Inc. a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by

AGREEMENT

Made this ___ day of December 2018 by and between the City of Watertown, located at 245 Washington Street, Watertown NY 13601 (hereinafter the "City") and Camoin Associates, Inc. (dba Camoin Associates) with a mailing address of 120 West Avenue, Suite No. 303, Saratoga Springs, New York 12866 (hereinafter "Consultant").

WITNESSETH:

WHEREAS, the Client has solicited the services of a economic development consultant; and

WHEREAS, the Consultant has offered to provide such assistance to the Client as requested,

NOW, THEREFORE, the parties hereby agree as follows:

SCOPE OF SERVICES

The Consultant will provide the services listed in Attachment A ("Scope of Services"), incorporated herein by reference. The Client agrees to cooperate and provide assistance to the Consultant as described in Attachment A.

REMUNERATION

1. As compensation for the performance of the services described in Attachment A, Client will pay Consultant in the amount and manner set forth in Attachment B ("Compensation and Payment"), incorporated herein by reference.
2. The Consultant shall submit invoices to the Client on a monthly basis. The invoices will include a reasonable description of the services provided and the value ascribed to each.
3. Notwithstanding any other provision of this agreement, the Consultant shall not perform services outside the scope set forth in Attachment A, unless such services have been authorized by written change order signed by both parties setting forth the services to be rendered and the associated fee.
4. Payment is due on all invoices within 30 days of the date of the invoice. Interest will accrue on all overdue invoices at a rate of 18% per annum commencing on the date payment becomes due. Should it be necessary for the Consultant to collect on any overdue invoices, the Client will be responsible for all costs of collection including reasonable attorney's fees.

MISCELLANEOUS

1. The Consultant agrees that none of its officers or employees will hold themselves out as, or claim to be, an officer or employee of the Client or its agents, and that neither the

Consultant, nor any of its officers or employees will by reason therefore, make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the Client.

2. The Client and the Consultant mutually agree to indemnify and hold harmless the other, its agents, officers, and employees from any liability for consequential damages caused as a result of any action by the Client or the Consultant, direct or indirect, performed in connection with its duties and responsibilities hereunder.
3. The Consultant acknowledges and agrees that neither Consultant nor its agents, officers, or employees shall be covered by any Worker's Compensation Insurance policy or Disability Insurance policy maintained by the Client, and that the Consultant shall be solely responsible for maintaining such coverage to the extent required by law.
4. This agreement may not be amended or otherwise modified except upon the written agreement of the parties.
5. No remedies or rights conferred upon Consultant by this Agreement are intended to be exclusive of any remedy or right provided by law or equity, but each shall be cumulative and shall be in addition to every other remedy or right given herein or now or hereafter existing at law or in equity.
6. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this contract shall be construed in all respects as if any invalid or unenforceable provision were omitted.
7. This contract embodies the entire agreement and understanding between the parties pertaining to the subject matter of this contract, and supersedes all prior agreements, understandings, negotiations, representations and discussions, whether verbal or written, of the parties, pertaining to that subject matter.

TERM OF AGREEMENT

1. This agreement shall become effective as of January 1, 2019
2. This agreement may be terminated by either party at any time without cause to be effected by 30 days prior written notification to the non-terminating party at the address set forth above.
3. Upon termination, the Client shall reimburse the Consultant for all unpaid time and expenses as prescribed in the REMUNERATION section of this agreement.
4. This agreement shall terminate no later than December 31, 2021.

AGREED TO:

For City of Watertown

For Camoin Associates, Inc.

By: _____

Richard M. Finn
City Manager

By: _____

Robert J. Camoin
President

ATTACHMENT A

Scope of Services

The Consultant will provide the following Empire Zone administrative services to the Client:

- Receive and process applications for modifications of Zone certificates.
- Maintain a database with all required information on the Zone's certified businesses.
- Produce an operating budget for the Zone.
- Update, as necessary, the County's Zone Development Policy and Zone Development Plan following comment from ESD.
- Maintain connections with the Statewide Zone Capital Corporation to facilitate loan applications from zone businesses.
- Create or modify content for the Zone's website, to include policies, application information, description of benefits, etc.
- Meet with the ZAB on a regular basis for application approval and to keep them apprised of the situation.
- Meet the annual program requirements for the Zone, including processing of Business Annual Reports (BAR) and the Zone Annual Report (ZAR).
- Continue to market the Zone on behalf of the ZAB.
- Be available to zone certified businesses to provide assistance as necessary in the continuance of zone benefits.
- Prepare such other reports for the City as may be required or requested.

The Client will:

- Convene Zone Administrative Board meetings on a regular basis.
- Refer businesses to the Consultant's office as appropriate.
- Arrange all signatures and authorizations as necessary from officials for administration and certification operations of the Zone.
- Maintain all fiduciary responsibilities for the Zone.
- Provide the Consultant with all existing Empire Zone documentation, files and data.

ATTACHMENT B

Compensation and Payment

As remuneration for the scope of services described in Attachment A, the Client shall pay the Consultant on a time-and-expenses-basis. Services provided under this agreement will be charged as follows:

1. Upon January 1, 2019 through December 31, 2021, the contract labor rates shall be:
 - a. One hundred fifty dollars per hour (\$155.00/hour) for labor performed by the firm principal, and
 - b. Ninety-two dollars per hour (\$92.00/hour) for labor performed by zone coordinator or equivalent staff, and
 - c. Fifty-two dollars per hour (\$55.00/hour) for in-travel status, and
 - d. Fifty-two dollars per hour (\$55.00/hour) for labor performed by clerical staff.
2. In the event that a vacancy occurs in the Zone Coordinator position during the term of the contract, and the position is covered by a Principal, the zone coordinator rate will be charged for the services provided by the Principal.
3. Travel by private automobile will be charged at the maximum federal reimbursement rate per mile.
4. All other expenses (e.g. purchase of proprietary data, travel related expenses, etc.) will be charged at cost.

Res No. 3

November 5, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Dedicating Real Property for Highway Purposes – Factory Street

At the November 6, 2017 Meeting, City Council agreed to accept ownership of the real property obtained by the New York State Department of Transportation through the right-of-way incidentals included in the contract for the Factory Street Reconstruction. This project is now completed, and the property has been transferred to the City. The final step is to dedicate the parcels for highway purposes and provide an updated Street Boundary Description.

Staff will be available at the City Council meeting to answer any questions regarding this Resolution.

RESOLUTION

Page 1 of 1

Dedicating Real Property for
Highway Purposes on Factory Street

Introduced by

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

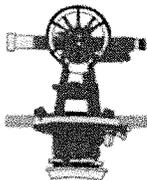
WHEREAS on November 6, 2017, the City Council agreed to accept ownership of the real property obtained by the New York State Department of Transportation through the right-of-way incidentals included in the contract for the Factory Street Reconstruction, and

WHEREAS the New York State Department of Transportation has completed the work and transferred ownership to the City of Watertown,

NOW THEREFORE BE IT RESOLVED that the attached suggested description of Factory Street Boundary and the real property obtained as part of the Project be accepted for highway purposes, and

BE IT FURTHER RESOLVED that said roadway is hereby dedicated to public use as a Watertown City Street pursuant to Section 243 of the Watertown City Charter and Section 34(4) of the New York General City Law.

Seconded by



SUGGESTED DESCRIPTION FACTORY STREET – CITY OF WATERTOWN

ALL THAT TRACT OR PARCEL OF LAND, being situate in the City of Watertown, County of Jefferson, State of New York, and being further described as follows:

BEGINNING at a point (N: 1,449,200.168, E: 998,029.213) marking the former intersection of the northwesterly margin of Factory Street with the southeasterly margin of Mill Street;

THENCE N 11°45'09" E, along said southeasterly margin of Mill Street, a distance of 55.91 feet to a point (N: 1,449,254.904, E: 998,040.600);

THENCE along a curve to the left at a radius of 307.23 feet, a distance of 104.79 feet to a point (N: 1,449,248.456, E: 998,144.684), said point being situate a direct tie bearing of S 86°27'19" E, a direct tie distance of 104.29 feet from the last mentioned point;

THENCE N 67°18'23" E, a distance of 704.22 feet to a point (N: 1,449,520.142, E: 998,794.371);

THENCE N 22°29'02" W, a distance of 1.18 feet to a point (N: 1,449,521.226, E: 998,793.901);

THENCE N 65°49'22" E, a distance of 88.36 feet to a point (N: 1,449,557.415, E: 998,874.510);

THENCE N 65°18'32" E, a distance of 5.27 feet to a point (N: 1,449,559.615, E: 998,879.296);

THENCE S 22°25'36" E, a distance of 1.04 feet to a point (N: 1,449,558.656, E: 998,879.692);

THENCE N 63°51'22" E, a distance of 243.36 feet to a point (N: 1,449,665.882, E: 999,098.142);

THENCE N 60°59'26" E, a distance of 1,050.23 feet to a point (N: 1,450,175.174, E: 1,000,016.570);

THENCE N 72°33'56" E, a distance of 290.54 feet to a point (N: 1,450,262.221, E: 1,000,293.754);

THENCE N 63°14'56" E, a distance of 219.59 feet to a point (N: 1,450,361.058, E: 1,000,489.833);

THENCE S 38°48'26" E, a distance of 44.44 feet to a point (N: 1,450,326.432, E: 1,000,517.680);

THENCE S 51°11'34" W, a distance of 139.30 feet to a point (N: 1,450,239.137, E: 1,000,409.135);

THENCE S 00°57'04" W, a distance of 50.00 feet to a point (N: 1,450,189.147, E: 1,000,408.305);

THENCE N 89°02'56" W, a distance of 48.57 feet to a point (N: 1,450,189.953, E: 1,000,359.743);
THENCE S 74°18'54" W, a distance of 194.82 feet to a point (N: 1,450,137.286, E: 1,000,172.186);
THENCE S 63°02'54" W, a distance of 140.42 feet to a point (N: 1,450,073.646, E: 1,000,047.023);
THENCE N 64°24'33" W, a distance of 46.11 feet to a point (N: 1,450,093.560, E: 1,000,005.440);
THENCE S 61°09'52" W, a distance of 1,001.41 feet to a point (N: 1,449,610.608, E: 999,128.241);
THENCE S 63°54'56" W, a distance of 37.01 feet to a point (N: 1,449,594.333, E: 999,094.998);
THENCE S 64°03'22" W, a distance of 116.78 feet to a point (N: 1,449,543.243, E: 998,989.987);
THENCE S 26°36'32" E, a distance of 1.49 feet to a point (N: 1,449,541.913, E: 998,990.654);
THENCE S 65°05'05" W, a distance of 82.87 feet to a point (N: 1,449,507.001, E: 998,915.495);
THENCE S 64°03'22" W, a distance of 56.14 feet to a point (N: 1,449,482.440, E: 998,865.012);
THENCE S 67°06'52" W, a distance of 892.48 feet to a point (N: 1,449,135.379, E: 998,042.824);
THENCE N 11°51'52" W, a distance of 66.21 feet to the point and place of BEGINNING.

CONTAINING 4.33 Ground Acres of land more or less.

Bearings and coordinates in this description are referenced to the New York State Plane Coordinate System, Central Zone (3102), as realized from static GPS observations referenced to NAD 83 (2011) made on October 16, 2017 and October 18, 2017 for the City of Watertown 2017 GPS Network - File No: 2017-027.

Distances in this description are ground distances (U.S. Survey Feet). To convert distances to grid multiply by 0.99995415791 (Combined Grid Scale Factor).

Coordinates in this description are grid coordinates (Combined Grid Scale Factor: 0.99995415791).

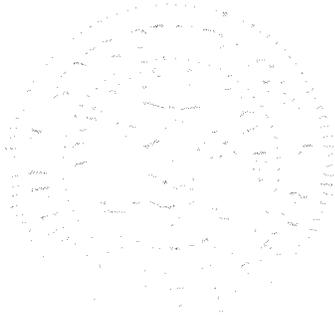
SUBJECT TO any rights or restrictions of record that an updated Abstract of Title may disclose.

ALSO SUBJECT TO AND INCLUDING any and all other rights or restrictions of record.

AS SURVEYED by STORINO GEOMATICS, Land Surveying Services & Consulting, PLLC, on 11/24/2017, 1/3, 1/9, 1/24/2018, shown on a plat titled "SURVEY PLAT OF FACTORY STREET & MONUMENTATION", dated 3/2/2018, revised 4/6/2018, a copy of which is part of this instrument.



Adam Michael Storino, PLS No. 50878
Licensed Land Surveyor



LINE TABLE:

LINE	BEARING	DISTANCE
L1	N 11°45'09" E	55.91'
L2	N 22°29'02" W	1.18'
L3	N 65°49'22" E	88.36'
L4	N 05°13'32" E	5.27'
L5	S 22°25'36" E	1.04'
L6	N 89°02'56" W	48.57'
L7	S 63°02'54" W	140.42'
L8	N 64°24'33" W	46.11'
L9	S 63°54'58" W	37.01'
L10	S 64°03'22" W	116.78'
L11	S 26°36'32" E	1.49'
L12	S 65°05'05" W	82.87'
L13	S 64°03'22" W	56.14'
L14	N 11°51'52" W	66.21'

SURVEY NOTES:

- BEARINGS AND COORDINATES ARE REFERENCED TO THE NEW YORK STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE (3102), AS REALIZED FROM STATIC GPS OBSERVATIONS REFERENCED TO NAD 83 (2011) MADE ON 10/16/2017 AND 10/19/2017 FOR THE CITY OF WATERTOWN 2017 GPS NETWORK - FILE NO. 2017-027.
COMBINED GRID SCALE FACTOR: 0.99995415791
- DISTANCES ARE GROUND DISTANCES (U.S. SURVEY FEET), TO OBTAIN GRID DISTANCES MULTIPLY THE PUBLISHED GROUND DISTANCE BY THE ABOVE REFERENCED COMBINED GRID SCALE FACTOR.
- SURVEY DATES: 11/24/2017, 1/3, 1/9 AND 1/24/2018.
- FIELD WORK ON SURVEY DATES INDICATED ABOVE, WAS PERFORMED UNDER ADVERSE WEATHER CONDITIONS, INCLUDING SIGNIFICANT GROUND SNOW AND ICE COVER.
- THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF UPDATED ABSTRACTS OF TITLE.
SURVEYOR HAS MADE NO INVESTIGATION NOR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP, TITLE EVIDENCE OR ANY OTHER FACTS THAT ACCURATE AND CURRENT ABSTRACT TITLE SEARCHES MAY DISCLOSE.
- NO UNDERGROUND FACILITIES, STRUCTURES OR UTILITIES ARE SHOWN ON THIS MAP. PRIOR TO CONSTRUCTION CONTACT UNDERGROUND UTILITIES CALL CENTER OF NEW YORK FOR LOCATIONS OF ALL UNDERGROUND UTILITIES. (1-800-962-7962 OR 811)
- POSITIONING OF THE REFERENCED NYS DOT FEE PARCEL AND PERMANENT EASEMENT TAKINGS ARE APPROXIMATE ONLY AND ARE SUBJECT TO PRIVATE PARCEL BOUNDARY LINE LOCATION VERIFICATION.

MAP REFERENCES:

- CITY OF WATERTOWN STREET MONUMENTATION RECORD:
 - SHEETS 113-114, FACTORY ST. AND SQ.
 - SHEET 161, HIGH ST.
 - SHEETS 255-256, MILL ST.
 - SHEET 299, PEARL ST.
 - SHEET 282, MECHANIC ST.
 - SHEET 312, POLK ST.
 - SHEET 316, PUBLIC SQ.
- NEW YORK STATE DEPARTMENT OF TRANSPORTATION ACQUISITION MAP:
 - MAP NO. 4, PARCEL NOS. 4 & 5
 - MAP NO. 9, PARCEL NOS. 11 & 12
 - MAP NO. 11, PARCEL NOS. 14 & 15
 - MAP NO. 13, PARCEL NO. 17
 - MAP NO. 14, PARCEL NO. 18
 - MAP NO. 15, PARCEL NOS. 19 & 20
 - MAP NO. 16, PARCEL NO. 21
 - MAP NO. 21, PARCEL NO. 27
 - MAP NO. 23, PARCEL NO. 29
 - MAP NO. 27, PARCEL NO. 33
 - MAP NO. 33, PARCEL NO. 39
 - MAP NO. 43, PARCEL NO. 49
 - MAP NO. 44, PARCEL NO. 50
 - MAP NO. 45, PARCEL NO. 51

CONTROL INFORMATION:

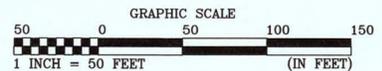
THIS SURVEY WAS PERFORMED WITH RTK GPS SURVEY TECHNIQUES UTILIZING THE FOLLOWING CONTROL MONUMENT FROM THE CITY OF WATERTOWN 2017 GPS NETWORK AS A BASE REFERENCE STATION:
1221, CITY MONUMENT ("GPS CON 3 2017")
N: 1,448,219.58331
E: 997,609.58626

MON.	SURVEYED N.	SURVEYED E.	COMP. N.	COMP. E.
0055	N/A	N/A	1,449,194.48398	998,025.98754
0056	1,449,535.86483	998,842.35103	1,449,535.86807	998,842.34354
0057	1,449,862.26975	999,100.05380	1,449,862.33542	999,099.99434
0058	N/A - MISSING	N/A - MISSING	1,450,172.09511	1,000,019.26638
0059	1,450,178.74708	1,000,031.07939	1,450,178.72947	1,000,031.23040
0065	N/A - MISSING	N/A - MISSING	1,450,075.00515	1,000,045.28460
0066	N/A	N/A	1,450,100.07886	1,000,008.98686
0067	N/A - MISSING	N/A - MISSING	1,449,614.20975	999,126.49052
0068	1,449,613.26428	999,124.83875	1,449,613.29106	999,124.82189
0069	1,449,598.86871	999,095.13955	1,449,598.84982	999,095.13916
0070	N/A - MISSING	N/A - MISSING	1,449,486.08363	998,863.35840
0071	N/A - MISSING	N/A - MISSING	1,449,316.39842	998,461.37334
0072	1,449,307.70023	998,441.09665	1,449,307.84321	998,441.10602
0073	1,449,138.19690	998,039.36653	1,449,138.21112	998,039.50789

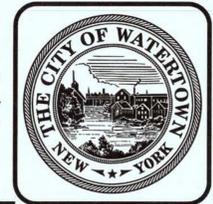
THE SURVEYED MONUMENTS WERE OCCUPIED WITH TWO DIFFERENT RTK GPS OBSERVATION SESSIONS FOR A MINIMUM OF FIVE (5) MINUTES EACH. THE PUBLISHED COORDINATES ARE THE AVERAGE OF THE TWO OBSERVATION SESSIONS.

REVISION NO.	DATE	DESCRIPTION
1	4/6/2018	REVISE STREET BOUNDARY.

- LEGEND:**
- STREET MARGIN
 - FORMER STREET MARGIN
 - MONUMENT LINE
 - CITY MONUMENT



UNAUTHORIZED ALTERATION OR ADDITION TO A SURVEY MAP BEARING A LICENSED LAND SURVEYOR'S SEAL IS A VIOLATION OF SECTION 720B, SUB-DIVISION 3, OF THE NEW YORK STATE EDUCATION LAW.
ANYONE POSSESSING AN UNAUTHORIZED COPY MAY FACE CIVIL AND POSSIBLE CRIMINAL DAMAGES. UNAUTHORIZED COPIES MAY CONTAIN FRAUDULENT, INCORRECT, ERRONEOUS, OR MISLEADING INFORMATION OR OBTAIN INFORMATION AND RELEVANT INFORMATION. DO NOT USE OR RELY ON UNAUTHORIZED COPIES.
THE SEAL, SIGNATURE, AND CERTIFICATION ARE HEREBY REVOKED AND OTHERWISE VOID ON ALL UNAUTHORIZED COPIES.



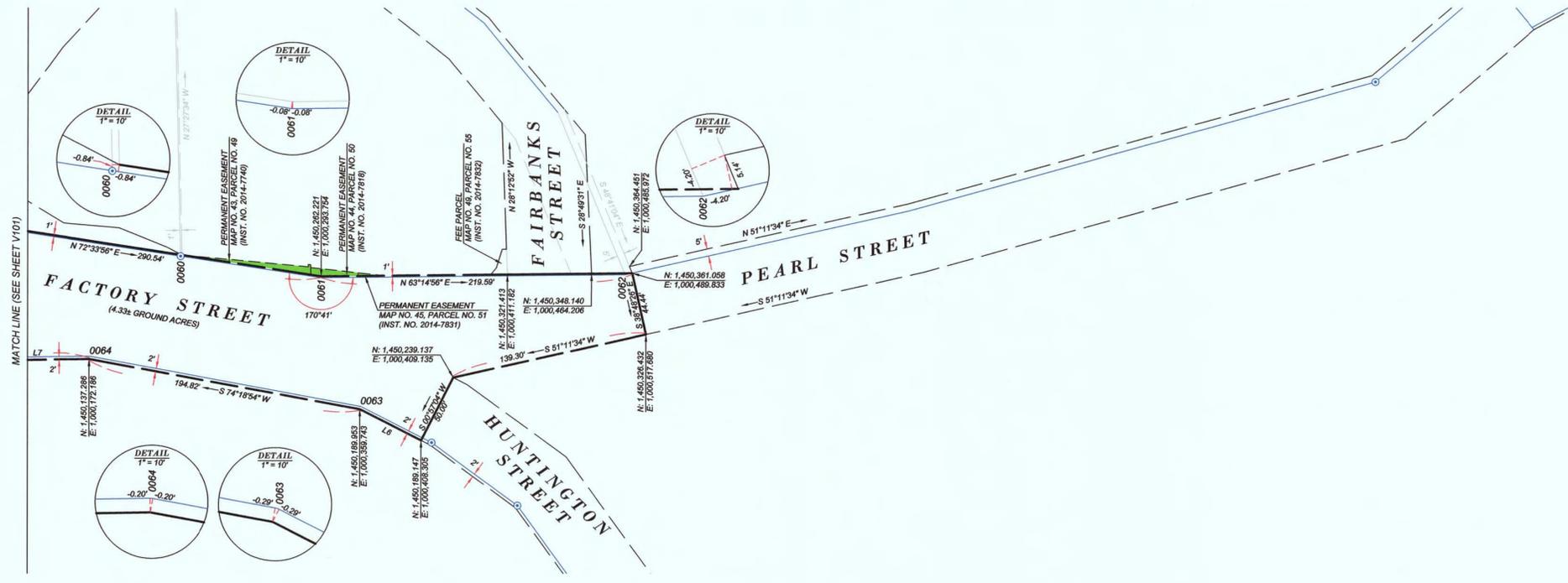
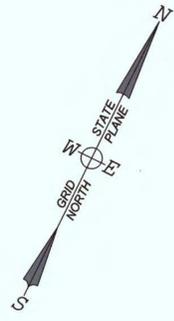
ADAM MICHAEL STORINO
P.L.S. NO. 50878

STORINO GEOMATICS
LAND SURVEYING SERVICES & CONSULTING, PLLC
PROFESSIONAL LAND SURVEYORS
179 CONGER AVENUE
WATERTOWN, NY 13601-2318
TEL/FAX: (315) 788-0287
WWW.STORINGEOMATICS.COM

DATE: 3/2/2018
SCALE: 1" = 50'
DRAWN BY: A.M.S.
CHECKED BY: T.M.S./A.M.S.
FILE NO. 2017-054
DWG. NO. V101
1 OF 2

SURVEY PLAT OF FACTORY STREET & MONUMENTATION

PREPARED FOR THE CITY OF WATERTOWN
FACTORY STREET
COUNTY OF JEFFERSON
CITY OF WATERTOWN
STATE OF NEW YORK

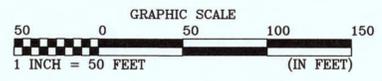
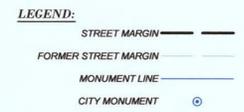


LINE TABLE:

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L3	N 65°49'22" E	88.36'
L4	N 65°18'32" E	5.27'
L5	S 22°25'38" E	1.04'
L6	N 89°02'56" W	48.57'
L7	S 63°02'54" W	140.42'
L8	N 64°24'33" W	46.11'
L9	S 63°54'56" W	37.01'
L10	S 64°03'22" W	116.78'
L11	S 26°36'32" E	1.49'
L12	S 65°08'05" W	82.87'
L13	S 64°03'22" W	56.14'
L14	N 11°51'52" W	66.21'

MON.	SURVEYED N.	SURVEYED E.	COMP. N.	COMP. E.
0060	1,450,231.03914	1,000,197.96361	1,450,231.08182	1,000,197.93522
0061	N/A - MISSING	N/A - MISSING	1,450,261.29154	1,000,294.13160
0062	N/A - MISSING	N/A - MISSING	1,450,357.91994	1,000,485.82922
0063	N/A	N/A	1,450,191.95738	1,000,359.46414
0064	N/A	N/A	1,450,139.15834	1,000,171.45572

THE SURVEYED MONUMENTS WERE OCCUPIED WITH TWO DIFFERENT RTK GPS OBSERVATION SESSIONS FOR A MINIMUM OF FIVE (5) MINUTES EACH. THE PUBLISHED COORDINATES ARE THE AVERAGE OF THE TWO OBSERVATION SESSIONS.

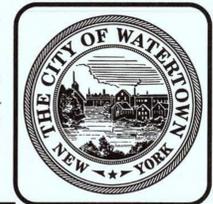


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SURVEY PLAT OF FACTORY STREET & MONUMENTATION

PREPARED FOR THE CITY OF WATERTOWN

FACTORY STREET
 COUNTY OF JEFFERSON

CITY OF WATERTOWN
 STATE OF NEW YORK

DATE: 3/2/2018
SCALE: 1" = 50'
DRAWN BY: A.M.S.
CHECKED BY: T.M.S./A.M.S.
FILE NO: 2017-054
DWG. NO.
V102
2 OF 2

Res No. 4

November 14, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Approving Pole Attachment Agreement, National Grid

Over the years, the City of Watertown has used the facilities owned by National Grid to display the City's holiday decorations. In support of this initiative, National Grid has forwarded, for City Council approval, a Pole Attachment Agreement that provides the policies and procedures regarding the placement of decorative attachments to their utility poles. The contract term is from November 13, 2018 through January 31, 2019

Under the terms of this contract, the City of Watertown is charged for the energy consumed. While the contract term is from November 13, 2018 through January 31, 2019, the lights will only be energized beginning November 13 through 4:00 p.m. on January 2, 2019.

While the Agreement calls for the City to obtain Liability Insurance to indemnify National Grid, the City is self-insured for liability. In response to this requirement, the City has in prior years, and will again this year, provide National Grid with a letter indicating the fact that we are self-insured and will agree to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement.

A Resolution approving the Agreement with National Grid has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Approving Pole Attachment Agreement,
National Grid

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council MEMBER WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown desires to display holiday decorations throughout the community, and

WHEREAS National Grid, owners of the street lighting system, wishes to permit civic organizations and/or municipal corporations to temporarily attach seasonal decorations, announcements and special-event notifications to their facilities, and

WHEREAS National Grid has asked the City to approve a Pole Attachment Agreement to cover the use of their facilities,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the Pole Attachment Agreement, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City of Watertown hereby agrees to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement, and

BE IT FURTHER RESOLVED that City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by

	<h1>MEMORANDUM</h1>	P.W. Keenan Superintendent
	<h2>Dept. Public Works</h2>	Date: 11-02-18
To:	Richard Finn, City Manager	
Subject:	Holiday Decorations National Grid Pole Attachment Agreement	

Attached for your review and City Council approval is the proposed 2018-2019 National Grid Pole Attachment Agreement. This standard agreement addresses two specific issues, the first being an indemnification agreement protecting National Grid from any damage sustained to or by their poles due to the attachment of the City's holiday decorations; the second, provides a means, by way of the summary attachment, of quantifying the power to be consumed based upon prior lamp inventory and this years energized/de-energized schedule.

As you will note this agreement is similar to what was authorized last year with National Grid identifying the decoration attachment period as running from November 13th through January 31st and the energized period as running from 7:00 p.m. on Thursday, November 29th through 4:00 p.m. on Tuesday, January 2nd.

In order to address the required Liability Insurance to indemnify National Grid, the City will need to provide National Grid with a letter indicating the fact that we are self insured and will agree to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement.

Should you have any questions concerning this agreement, please do not hesitate to contact me at your convenience.

Pat

cc: Peter Monaco, Assistant Superintendent of Public Works
 Chris Misercola, Electric Department Crew Chief
 Mike Lumbis, City Planner
 DPW files:
 Christmas Decorations, 2018/2019
 National Grid: Pole Attachment Agreement

Date_____

NationalGrid
Attn: Gerald J. Haenlin, Manager
Community and Customer Management
21265 NYS Rt 232
Watertown, NY 13601

RE: Pole Attachment Agreement

Dear Sirs/Madams:

In consideration of your permitting the City of Watertown, New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the City of Watertown, New York, during the period **from Tuesday, November 13, 2018 to Thursday, January 31, 2019**, the Licensee, hereby agrees to defend, protect and save harmless Niagara Mohawk Power Corporation, its successors, assigns, officers and employees from all injury and damage to its or their property or persons and from and against any and all claims, demands, orders, injuries, damages, proceedings, suits, actions, judgments, and liabilities of every kind and nature, including but not limited to attorneys fees, arising out of, or resulting at any time hereafter from the attachment, maintenance or removal of said decorations to any and all poles and other fixtures, facilities or properties owned or used by Niagara Mohawk Power Corporation in said City of Watertown, New York.

Furthermore, we understand that Niagara Mohawk does not make any representation of warranty as to the present or future strength, condition, or state of repair of any poles, wires, or apparatus. Individuals shall by test or observation determine that poles are safe to climb. If the integrity of any pole is in question or is marked as unsafe, individuals shall confirm said condition with Niagara Mohawk and refrain from ascending the pole. Should the Licensee, or its contractor, objectively decide to ascend a questionable pole, Licensee shall assume all risk of loss and liability to any person(s) who may be injured or any property that may be damaged as a result of that action, and shall indemnify and hold harmless NMPC as indicated herein.

Before any such attachment(s) are made, the Licensee will furnish a current certificate of insurance to the System Risk Management Department at 300 Erie Boulevard West, Syracuse, New York, 13202. For the duration of this agreement, the Licensee shall maintain at its own expense, insurance policies issued by reputable insurance companies acceptable to Niagara Mohawk, which meet or exceed the requirements listed below:

1. A public liability policy insuring the Licensee against liability for injuries to persons (including death of any time resulting there from) and damage to property, resulting or arising from or connected with Licensee operations under this Agreement with the following minimum limits of liability per occurrence:

Bodily injury - \$1,000,000/1,000,000
Property Damage - \$1,000,000/1,000,000

OR

Combined Single Limit - \$1,000,000

OR

BI & PD per Occurrence - \$1,000,000
General Aggregate & Product Aggregate - \$2,000,000 each

This policy shall include Contractual Liability and include Niagara Mohawk as an additional insured.

Very truly yours,

Richard Finn, City Manager

Approval of the above offer granted
contingent upon receipt of insurance
specified above.

NIAGARA MOHAWK POWER CORPORATION

By: _____

Date: _____

(Upon execution, one copy of this Agreement is to be forwarded immediately to the Manager of Insurance, System Risk Management Dept.)

Revised: August 28, 1995



Holiday Streetlight Decoration Schedule

All City Holiday decorations described in this schedule will be lighted at 7:00 P.M. on Friday, December 1, 2017 as part of the Christmas Parade/Tree Lighting Ceremony. The decorations will remain energized through 4:00 P.M. on Tuesday, January 2, 2017. Those lights equipped with timers will operate for 8 hours each day, being lit from 4:00 P.M. until 12:00 mid-night.

INSTALLED INVENTORY

Type of Decoration	Quantity
Candy Cane 6ft	27
Candy Cane 8ft - Lighted	23
Christmas Z-Tree - Lighted	15
Christmas Tree - Unlighted	3
Snowflake - Lighted	21
Wreath 4ft	25
Wreath 5ft - Lighted	14
LED Light Strings (3 Strands/Pole)	33
Christmas Banners (Green)	10
Christmas Banners (Red)	10
Outdoor Mechanical Timers	44
	225



Candy Cane - 6ft



Candy Cane - 8ft



Christmas Z-Tree



Christmas Z-Tree - New Style



Snowflake

A large, circular wreath made of green tinsel is laid out on a light-colored wooden floor. The wreath is composed of a single strand of tinsel that has been looped to form a circle. At the bottom of the wreath, there are two black plastic hangers or clips. A silver metal strip is attached to the bottom of the wreath, and a black cord is visible extending from the right side. The floor is made of wooden planks and has some small orange and brown spots scattered on it.

Wreath - 4ft



Wreath - 5ft

**Decorations Warm White LED
Indoor/Outdoor 50 Light Set (40830-71)**

207192 | 843518020883

Product Details:

50 lights
Warm white
Indoor/outdoor use
Spacing between bulbs
14' cord
Approximately 14' lighted length
100 hour bulbs
Connect up to 43 strings of the same set



LED Light Strings



Christmas Banners

Outdoor Mechanical Timers

Model 49382US and 59382 Daily Mechanical Timer

Instructions

- 1) Adjust timer dial to correct time by turning dial until the correct time is set against the arrow head.
- 2) To set "ON" time, push segment pins down to corresponding "ON" period. To set "OFF" time, pull segment pins up to corresponding "OFF" time.
- 3) Set manual override switch to  position.
- 4) Switch unit to "ON" position and plug into timer.

*Note: To override current settings, simply push override switch.

- If you are using an outdoor extension cord, plug into your timer receptacle. If you are not using an outdoor extension cord, plug your outdoor Christmas or other incandescent lights into your timer receptacle. The total cumulative wattage of all the lights must not exceed 500W.
- For best results, plug your timer directly into a wall receptacle that is at least 1 or 2 feet above the ground with outlets facing down. This prevents snow accumulation on the timer.

DO NOT SUBMERGE IN WATER.

DO NOT EXCEED RATED CAPACITY.

Use a 3 conductor, GFCI-protected outlet.

This device must be mounted in a vertical position with the receptacle facing downwards and the receptacle not reaching the ground level.

SPECIFICATIONS

8' 14/3 SJTW cord
 125V / 60Hz
 15A / 1875W Resistive (general purpose)
 4A / 500W Tungsten (lighting)
 5A / 625VA Fluorescent (ballast)
 15FLA, 90LRA



Coleman Cable, Inc.
 Waukegan, IL 60085
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Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2	Arsenal Street	South Side	Aluminum Poles	None	No	N/A	Un-Metered	No
3	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
4	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
5	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
7	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
8	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
9	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
10	Arsenal Street	South Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
11	Arsenal Street	North Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
12	Arsenal Street	North Side	Aluminum Poles	None	No	N/A	Un-Metered	No
13	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
14	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
15	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
16	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
17	Arsenal Street	South Side	Ornamental	None	No	N/A	Un-Metered	No
18	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
19?	Arsenal Street	South Side	New Style Ornamental	None	No	N/A	Un-Metered	No
20	Arsenal Street	North Side	Ornamental	None	No	N/A	Un-Metered	No
1	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
2	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
3	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
5/4	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
7/6	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
9/8	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
11/10	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
13/12	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
15/14	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
17/16	Black River Parkway	South Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
1?	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
2	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
3	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
4	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
5	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
6	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
7	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
8	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
9	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
10	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
12	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
13	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
14	Black River Parkway	North Side	Aluminum Poles	Candy Cane 8ft	Lights	150	Un-Metered	Yes
23	Coffeen Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No

Note: Decoration lights that are operated on timers will be on for 8 hours each day.
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
24	Coffeen Street	Southwest Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 16	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 15	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 17	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 14	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 18G	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 19	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 13	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 20	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 12	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 21	Court Street	Southwest Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 11	Court Street	Northeast Side	Aluminum Poles	Candy Cane 6ft	No	N/A	Un-Metered	No
6S 10	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
6S 9	Court Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
1	Franklin Street	Southwest Side	Streetscape Ornamental	None	No	N/A	Un-Metered	No
1A?	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
2	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
3	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
4	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
5	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
6	Franklin Street	Southwest Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
7	Franklin Street	Northeast Side	New Style Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
9	Franklin Street	Northeast Side	Ornamental	Wreath 4ft	No	N/A	Un-Metered	No
10	Franklin Street	Northeast Side	Aluminum Poles	None	No	N/A	Un-Metered	No
11	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
12	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
13	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
14	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
15	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
16	Franklin Street	Southwest Side	Ornamental	None	No	N/A	Un-Metered	No
17	Franklin Street	Northeast Side	Ornamental	None	No	N/A	Un-Metered	No
2	Mill Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
1	Mill Street	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
4	Mill Street	Exterior Perimeter - West Side	Aluminum Poles	None	No	N/A	Un-Metered	No
2-43	Mill Street	Exterior Perimeter - East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-2	Public Square	Exterior Perimeter - East Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
3	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
4	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
5	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
6	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
7	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
8	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-34A	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes

Note: Decoration lights that are operated on timers will be on for 8 hours each day.
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2-35	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-13	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-14	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	Yes
2-15?	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
2-16	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-17	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-6	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-5	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-4	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	400	Un-Metered	Yes
2-3	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental	Christmas Tree	Lights	70 watts (50 C9 LED lamps)	Un-Metered	Yes
1A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
2A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	None	No	N/A	Un-Metered	No
3A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
4A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
5A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
6A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
7A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
8A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
9A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
10A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental	Red Banners	No	N/A	Un-Metered	No
11A	Public Square	Interior Main Island - Interior	Streetscape Ornamental	Green Banners	No	N/A	Un-Metered	No
3	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-60	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
2-10	Washington Street	Interior Traffic Island	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-1	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
9-2	Washington Street	West Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
5	Washington Street	East Side	Streetscape Ornamental	Snowflake	Lights	450 (90 - 5 watt C7 bulbs)	Un-Metered	No
6	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
6A?	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
7	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
8	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
9	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
10	Washington Street	West Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
11	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
12	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
13	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
14	Washington Street	West Side	New Style Ornamental	None	No	N/A	Un-Metered	No
15	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
16	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
17	Washington Street	East Side	Ornamental	LED String	Lights	TBD	Un-Metered	No
18	Washington Street	West Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No
19	Washington Street	East Side	Ornamental	Wreath 5ft-Lighted	Yes	70 watts (50 C7 LED lamps)	Un-Metered	No

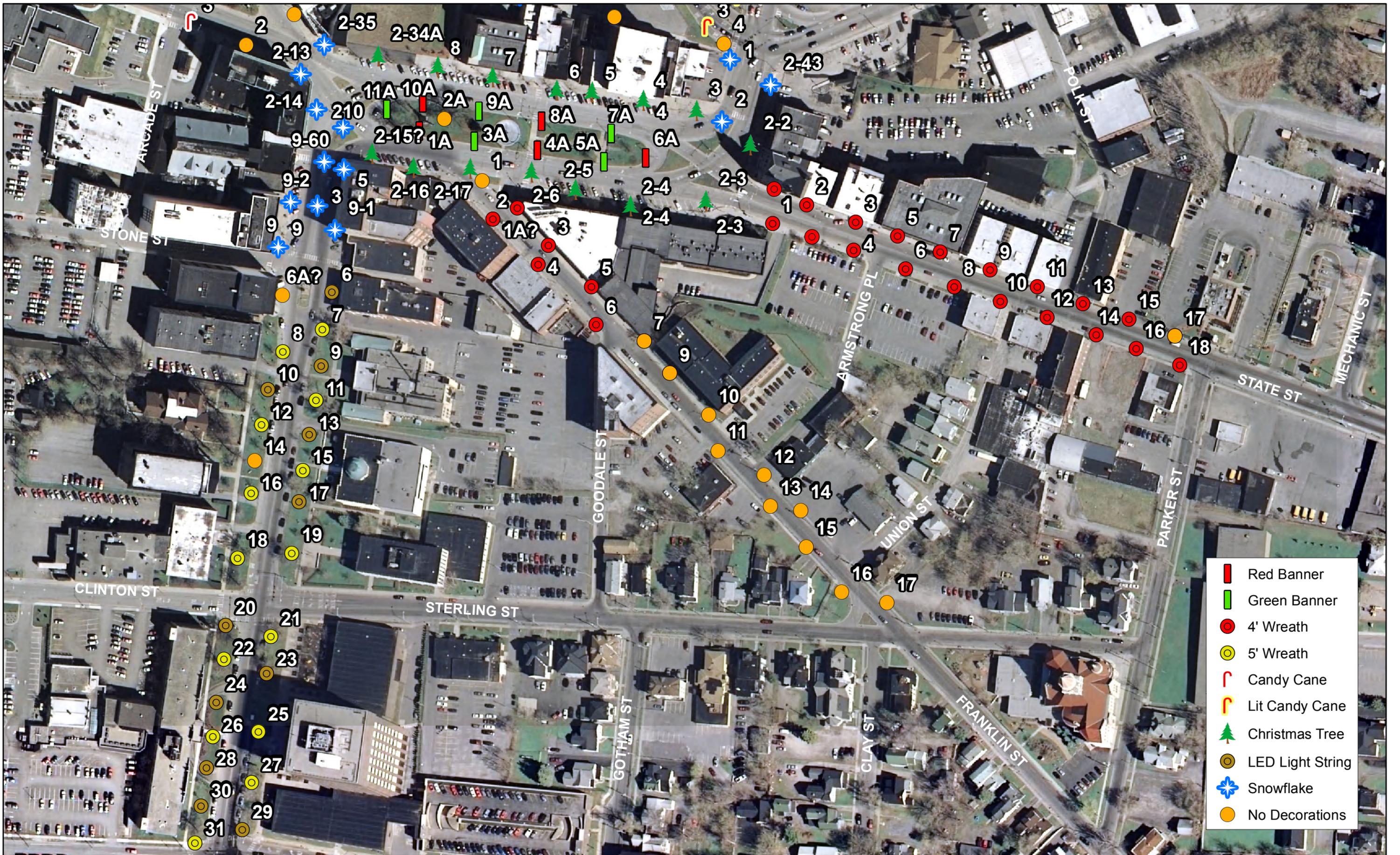
Note: Decoration lights that are operated on timers will be on for 8 hours each day.
On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Streetlight Decoration Schedule

Street Light ID	Street ID	Location Description	Style	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental	None	No	N/A	Metered	N/A
2	Factory Street	North Side	Aluminium Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
1/2	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
2	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
3	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
4	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
5	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
6	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
7	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
8	Factory Street	North Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
8-1	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No
10-1	Factory Street	South Side	Wooden Pole	Candy Cane 6ft	No	N/A	Un-Metered	No

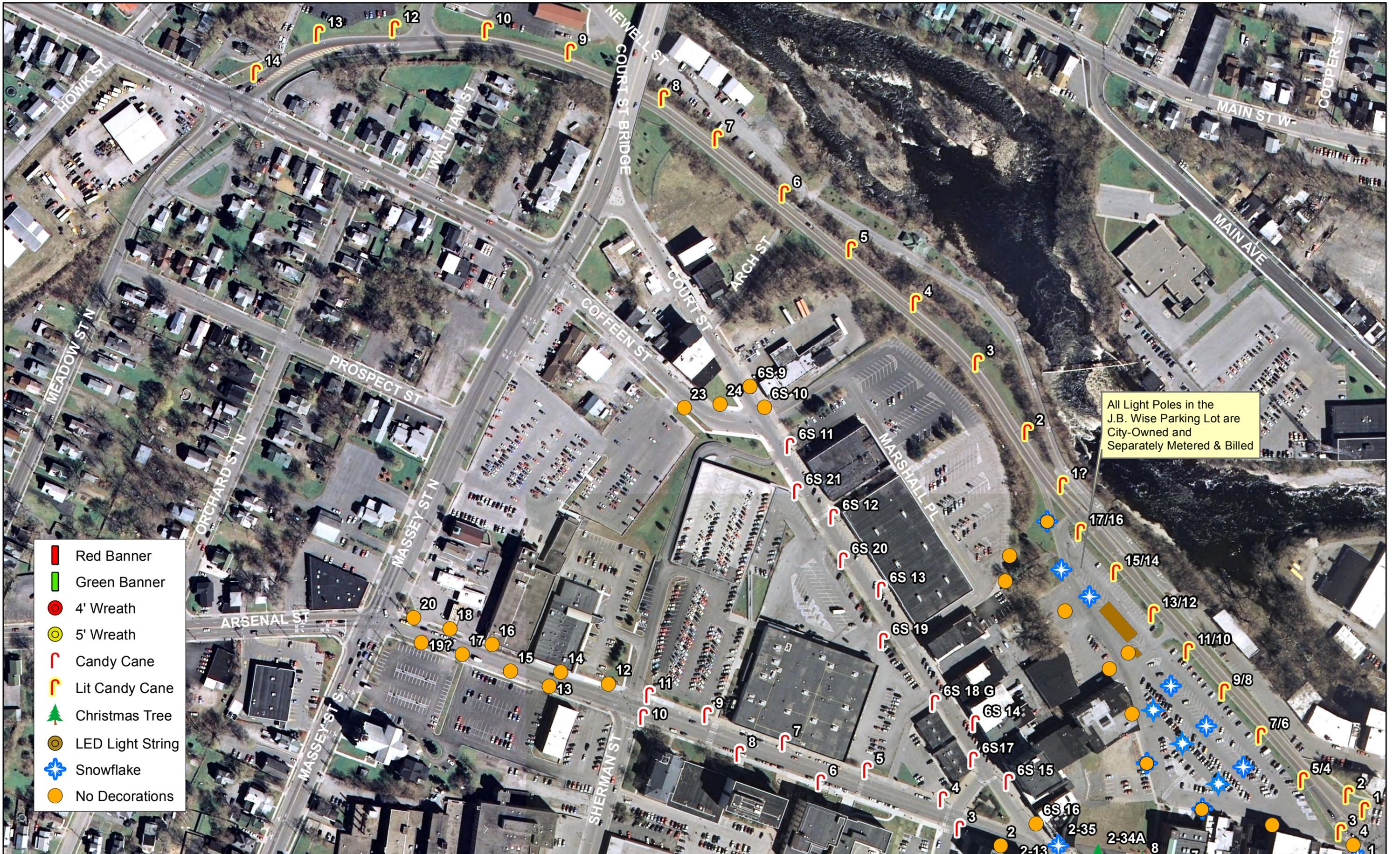
Note: Decoration lights that are operated on timers will be on for 8 hours each day.
 On those decorations, the lights will be lit from 4:00 p.m. until 12:00 a.m.



Holiday Decorations - Downtown

0 200 400 Feet





-  Red Banner
-  Green Banner
-  4' Wreath
-  5' Wreath
-  Candy Cane
-  Lit Candy Cane
-  Christmas Tree
-  LED Light String
-  Snowflake
-  No Decorations

All Light Poles in the J.B. Wise Parking Lot are City-Owned and Separately Metered & Billed

0 200 400 Feet

Holiday Decorations - Downtown

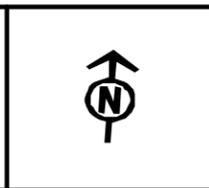




Revision:	Description of Revision:	Date:	By:

Project:	2017 Holiday Decorations
Title:	Factory Street

CITY OF WATERTOWN, NEW YORK
GIS DEPARTMENT
ROOM 305B, MUNICIPAL BUILDING
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
TEL: (315) 785-7793 EMAIL: gis@watertown-ny.gov



Project: 2017 Holiday Decorations	
Requested By: DPW	
Drawn By:	Approved By:
Date: 11/6/2017	Date:
Scale: 1 inch = 76 feet	Map Number:
Title: Factory Street	

October 4, 2018

Mr. Patrick Keenan, DPW
City of Watertown
245 Washington St
Watertown, NY 13601

Dear Mr. Keenan:

Re: Attachments to National Grid Poles

It is the time of year again when municipalities begin planning for decorating their business districts for the holidays. This letter is to inform you of National Grid's policy and procedure regarding any and all attachments (not just holiday) to our facilities and the energy used by such, whether they are attached to poles owned by National Grid or by the municipal corporation.

National Grid's policy is to permit civic organizations and/or municipal corporations to temporarily (typically not to exceed 120 days per calendar year) attach seasonal decorations, announcements and special-event notifications of reasonable size to our facilities if they are considered safe and adequate to support the attachments.

If you are planning to install holiday decorations or other types of attachments on our poles, we **require** that a signed Attachment Agreement be submitted to our office along with an insurance certificate, showing proof of public liability and property damage insurance and specifying the amount and duration of coverage. Attachments to jointly owned poles must be approved by the appropriate telephone company in addition to receiving National Grid's approval.

Your written request should include the following:

- ◆ Location of attachments. (Pole number(s), street names, etc.)
- ◆ Date you wish to install decorations or attachments
- ◆ Date you will remove decorations or attachments
- ◆ Projected square area of attachment, weight of material, type of material, length of support arm (if applicable)
- ◆ Method of attachment to facility
- ◆ Name of contact person and phone number
- ◆ *Connected wattage at each location
- ◆ *Type of controller (time clock, photo cell, number of hours of operation)

*Need for attachments that require energy from National Grid-installed convenience outlets. The information will allow us to calculate a flat rate bill based on P.S.C. 207, S.C.#2, Non-Demand Rate for the energy used through the outlets. The flat rate bill will be sent after the January termination date given on the attachment contract. Please provide us with the name of the civic organization or municipal corporation responsible for the electric service bill. We will also need to know the name of the contact person and telephone number in case any problems arise.

Page 2
Holiday Decorations

We will be more than happy to process your request as a service to you at no charge. However, if we need to modify our facilities for safety clearances or other installation concerns, you will be billed. We will discuss this with you prior to proceeding with any field changes in case an alternate location is available.

If any proposed attachment requires energy on a pole where a convenience outlet does not exist, we can install a convenience outlet for you. Charges for these outlets vary depending on the type of pole it is being installed on. Again, energy used will be billed. Please contact us for more information.

Enclosed is an Attachment contract and Supplemental form. Please complete, sign and return 2 copies of the contract and Supplemental form, along with your insurance certificate, prior to installation.

As a reminder, an agreement and insurance certificate are also required for any other attachments or the use of convenience outlets at any time throughout the year (i.e., flag attachments, festival, flower baskets, banners, etc.).

Best wishes for a safe and happy holiday season. If you have any questions, please feel free to contact me or your Consumer Representative, Jennifer Egeberg, at 315-785-7331.

Sincerely,

Jerry

Gerald J. Haenlin, Manager
Community and Customer Management

Enclosure

Date _____

**NIAGARA MOHAWK
21265 NYS Rt 232**

Watertown, NY 13601

Dear Sirs/Madams:

In consideration of your permitting the _____ of _____ New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the _____ of _____ New York, during the period from _____ to _____, the Licensee, hereby agrees to defend, protect and save harmless Niagara Mohawk Power Corporation, its successors, assigns, officers and employees from all injury and damage to its or their property or persons and from and against any and all claims, demands, orders, injuries, damages, proceedings, suits, actions, judgments, and liabilities of every kind and nature, including but not limited to attorneys fees, arising out of, or resulting at any time hereafter from the attachment, maintenance or removal of said decorations to any and all poles and other fixtures, facilities or properties owned or used by Niagara Mohawk Power Corporation in said _____ of _____ New York.

Furthermore, we understand that Niagara Mohawk does not make any representation of warranty as to the present or future strength, condition, or state of repair of any poles, wires, or apparatus. Individuals shall by test or observation determine that poles are safe to climb. If the integrity of any pole is in question or is marked as unsafe, individuals shall confirm said condition with Niagara Mohawk and refrain from ascending the pole. Should the Licensee, or its contractor, objectively decide to ascend a questionable pole, Licensee shall assume all risk of loss and liability to any person(s) who may be injured or any property that may be damaged as a result of that action, and shall indemnify and hold harmless NMPC as indicated herein.

Before any such attachment(s) are made, the Licensee will furnish a current certificate of insurance to the System Risk Management Department at 300 Erie Boulevard West, Syracuse, New York, 13202. For the duration of this agreement, the Licensee shall maintain at its own expense, insurance policies issued by reputable insurance companies acceptable to Niagara Mohawk, which meet or exceed the requirements listed below:

1. A public liability policy insuring the Licensee against liability for injuries to persons (including death of any time resulting there from) and damage to property, resulting or arising from or connected with Licensee operations under this Agreement with the following minimum limits of liability per occurrence:

Bodily injury - \$1,000,000/1,000,000
Property Damage - \$1,000,000/1,000,000

OR

Combined Single Limit - \$1,000,000

OR

BI & PD per Occurrence - \$1,000,000
General Aggregate & Product Aggregate - \$2,000,000 each

This policy shall include Contractual Liability and include Niagara Mohawk as an additional insured.

Very truly yours,

By: _____

Approval of the above offer granted
contingent upon receipt of insurance
specified above.

NIAGARA MOHAWK POWER CORPORATION

By: _____

Date: _____

(Upon execution, one copy of this Agreement is to be forwarded immediately to the Manager of Insurance, System Risk Management Dept.)

Revised: August 28, 1995

Res No. 5

November 6, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Accepting Bid for Purchase of Side Load Packer Bodies

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the purchase of two new and unused Side Load Packer Bodies for use by the Department of Public Works, per specifications.

Invitations to bid were also issued to six (6) prospective bidders, with one (1) bid being received that was publicly opened and read in the Purchasing Department on Monday, July 31, 2018 at 11:00 a.m.

City Purchasing Manager Robert J. Cleaver reviewed the bid received with Superintendent of Public Works Patrick Keenan, as well as Fleet Manager Peter Monaco, and it is their recommendation that the award be issued to GSP Marketing Inc. as the lowest qualifying bidder meeting City specifications in the amount of \$168,146.

Attached are Mr. Cleaver's report and Mr. Keenan's report. Funding for this project is included in the 2016-17 Capital Budget and also in the 2013-14 Capital Budget.

A Resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Purchase of Side Load Packer Bodies

Introduced by

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for Side Load Packer Bodies for use by the Department of Public Works, as per City specifications, and

WHEREAS bid invitations were also sent to six (6) prospective bidders with one (1) sealed bid submitted to the Purchasing Department, and

WHEREAS on Monday, July 31, 2018, at 11:00 a.m., the bid received was publicly opened and read, and

WHEREAS the City Purchasing Department reviewed the bid received with the Department of Public Works, and it is their recommendation that the City Council accept the bid submitted by GSP Marketing Inc. in the amount of \$168,146,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of GSP Marketing Inc. in the amount of \$168,146 as the lowest qualified bidder meeting our specifications, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to GSP Marketing Inc.

Seconded by



CITY OF WATERTOWN, NEW YORK

SUITE 205, CITY HALL, 245 WASHINGTON STREET

WATERTOWN, NEW YORK 13601

Tel. (315) 785-7749 • Fax (315) 785-7752

August 6, 2018

To; Richard Finn
From: Robert J. Cleaver
Subject: Side Load Refuse Packer Body Bid
Bid # 2018-22

The City's Purchasing Department advertised in the Watertown Daily Times on Friday July 20, 2018 calling for sealed bids for the purchase of 2 new and unused Side Load Packer Bodies, per City's specifications. Notice to bid were issued to 6 prospective bidders with 1 bid submitted to the Purchasing Department where it was publicly opened and read on Monday, July 31, 2018 at 11:00 a.m. local time. That submittal is as follows:

GSP Marketing Inc.	Model MP812ODX Multipurpose Body	\$168,146.00
322 Lavansville Road		
Summerset, PA 15501		

The funding for this purchase is listed on page 200 in the City's 2013 -2014 Capital Budget in the amount of \$205,000 as well as in the 2016-17 Capital Budget in the amount of \$220,000.

As stated in Mr. Keenan's memorandum of August 6, 2018 these packer bodies will be mounted on 2 new and unused Freightliner M2-106 truck chassis that were purchased under separate contract through Tracey Road Equipment, Syracuse, N.Y...

I have reviewed the submittal with Mr. Patrick Keenan, Public Works Superintendent and Mr. Peter Monaco, DPW Fleet Manager and it is my recommendation that we accept the sole bid from GSP Marketing Inc., Somersset, PA. in the amount of \$168,146.00 for 2 new and unused Model MP812ODX multipurpose packer bodies.

If you have any questions regarding this recommendation please contact me at your convenience.

cc Pat Keenan, DPW Superintendent
Peter Monaco. Fleet Manage
Jim Mills, Comptroller
file
attach: Inter Office Memorandum, dated 8/6
pg 260, 2013 -2014 Capital Budget
pg 287, 2016 - 2017 " "
sales literature

Robert J. Cleaver
Interim Purchasing Manager

Interoffice Memorandum



To: Robert Cleaver, Purchasing Manager
From: Patrick Keenan, Superintendent of Public Works
Date: August 06, 2018
Subject: Side Load Semi Automated Refuse Packer Bodies

Bob; Assistant Superintendent Pete Monaco and I have reviewed the sealed bids for two (2) side load, semi automated refuse packer bodies which were opened on July 30, 2018. Based on the review of these bid documents and comments from Mr. Monaco, I am recommending that the City accept the bid submitted by GSP Marketing Inc. for this equipment in the total amount of \$168,146.00.

The City currently operates two side load refuse packers purchased in 2007. The adopted City of Watertown Capital Budgets of 2013-14 and 2016-17 included funding for replacement of these units which are nearing the end of their service as front line vehicles. The existing side load packers are both equipped with GSP Marketing side load bodies which have proved reliable with excellent dealer service and parts support. The new packer bodies bid by GSP, similar to what we are currently using, will be installed on 2019 model year Freightliner M2-106 chassis which were obtained on a separate contract. Below is a summary of the funding source for this equipment

2013-14 Capital Budget, page 260: \$205,000 (Vehicle ID 1-003)

2016-17 Capital Budget, page 287: \$220,000 (Vehicle 1-001)

As mentioned above, the two truck chassis on which these side load packer bodies will be installed have been purchased on a separate contract. The price for these two chassis complete with right hand drive conversion is \$191,606.00 (2 ea @ \$95,803)

The total delivered cost for vehicle 1-003 will be approximately \$179,876

The total delivered cost for vehicle 1-001 will be approximately \$179,876.

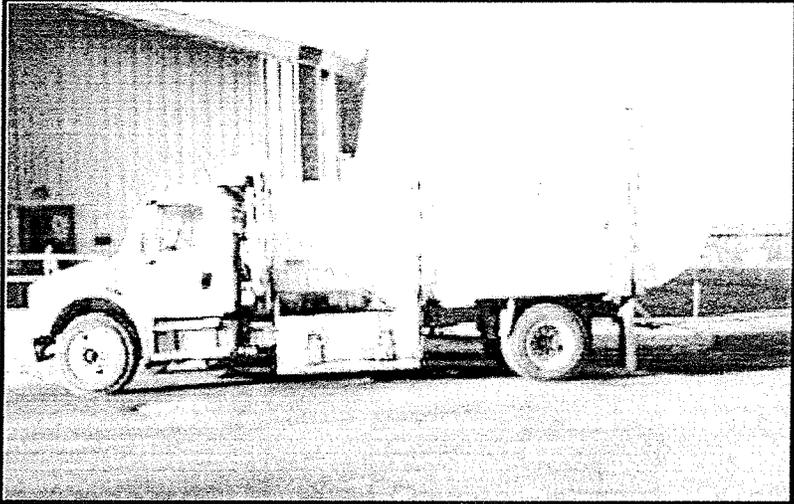
Delivery date for these vehicles is anticipate February/March of 2019.

If you have any questions or comments, please contact me anytime.

FISCAL YEAR 2013-2014
 CAPITAL BUDGET
 VEHICLES AND EQUIPMENT
 REFUSE & RECYCLING

PROJECT DESCRIPTION	COST
<p>Tandem Axle Side Load Refuse Packer</p> <p>Vehicle 1-003 is a 1994 Freightliner Model FL 80 chassis with a 25 yd³ side load refuse packer with a right hand stand up drive option and TOTER lifter. It is presently a “reserve” refuse packer. The replacement unit will be put in service and one of the City’s present 2006 refuse packers will be a “backup” unit. This truck has approximately 19,000 hours and the packer mechanism is weak and will not compact the refuse to completely fill the truck. The engine needs an overhaul or replacement. The hydraulics and electrical systems need an overhaul. It will be replaced by a one person right hand drive stand up drive side load packer. This truck will have to be advertised and bid. The present unit will be traded towards the purchase of the new unit.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the General Fund’s Capital Reserve Fund.</p>	<p>\$205,000</p>
TOTAL	\$205,000

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

PROJECT DESCRIPTION	COST
<p>Side-Load Refuse Packer Truck</p> <p>Vehicle 1-001 is a 2007 Freightliner single axle refuse packer with stand up right hand auxiliary steering. It is equipped with a 23yd³ side load refuse packer body. The truck has approximately 13,500 operating hours. The truck has given the City nearly ten years of reliable service. This truck will be replaced by a tandem axle dual drive side load refuse packer with a 50% greater capacity (33yd³) than the present unit. The present truck will be kept in service as a backup unit.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a transfer from the General Fund Capital Reserve Fund (A.9950.0900).</p>	<p>\$220,000</p>
TOTAL	\$220,000

MP8000

**MULTI-PURPOSE
REFUSE/RECYCLING**

Designed, engineered and built for ease of operation

Owners, mechanics and operators contribute to the highly productive MP8000

The MP8000 is the most thought through refuse/recycling body built. Our design team spent countless hours with owners, mechanics, and operators to obtain their thoughts and opinions on what makes a great body. We have taken this information to our engineering department to build what we believe is the most versatile unit on the market.

We start with a safe and stable horizontal unloading system. Second, our large volume receiving hoppers are located so the operator has easy access to them. Other features include simple uncomplicated controls, simultaneous loose refuse and semi-automatic cart loading, LED body and work lights. The MP8000 is designed for maximum legal payloads. Our bodies are built in 13 to 37 yard capacities, with many custom configurations available in a simple, easy to maintain unit.

Contact us to schedule on-site demonstrations on your routes.



**Optional
Expandable
Loading Hopper**
For yard waste/bulk items



Built with seamless Hardox 450 Steel:

- **Body floor, sides and roof**
- **Hopper floor and sides**
- **Packer guides, track and shoes**

FEATURES

- Safe and stable full eject horizontal unloading — no telescopic cylinder
- Large capacity receiving hoppers
- Easy to operate controls
- Fuel efficient engine idle operation
- User-friendly side loading
- Low maintenance — single cylinder loading operation (patented)
- Manual and semi-automatic cart loading
- LED body and work lights
- No chassis drop frame requirement

Res No. 6

November 6, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Accepting Bid for Hydro Plant Excitation System

The City Purchasing Department advertised in the *Watertown Daily Times* for sealed bids for the labor and materials to replace the Excitation System at the City's Hydro Electric Plant, per specifications. The existing excitation system has reached its life potential and replacement parts are no longer available.

Invitations to bid were also issued to NNY and Syracuse Builders Exchanges as well as Construct Connect, consisting of a total of 46 agencies reviewing our bid plans, with three (3) bids being received that were publicly opened and read in the Purchasing Department on Tuesday, October 30, 2018 at 11:00 a.m.

City Purchasing Manager Robert J. Cleaver reviewed the bids received with Superintendent of Water Vicky Murphy, as well as Jeff Hammond, CE1, and the Engineering Department, and it is their recommendation that the City accept the bid from ABB Inc. as the lowest qualifying bidder meeting City specifications in the amount of \$492,573. The other bids received are detailed in the attached report from Mr. Cleaver.

Funding for this project is included as part of the \$1,800,000 Bond Ordinance approved by City Council at the July 16, 2018 meeting.

A Resolution has been prepared for City Council consideration.

RESOLUTION

Page 1 of 1

Accepting Bid for Hydro Plant Excitation System

Introduced by

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

WHEREAS the City Purchasing Department has advertised and received sealed bids for labor and materials to replace the Excitation system at the City’s Hydro Electric Plant, as per City specifications, and

WHEREAS bid invitations were also issued to NNY and Syracuse Builders Exchanged as well as Construct Connect, with three (3) sealed bids submitted to the Purchasing Department, and

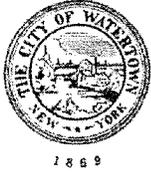
WHEREAS on Monday, July 3 Tuesday, October 30, 2018, at 11:00 a.m., the bids received was publicly opened and read, and

WHEREAS the City Purchasing Department reviewed the bid received with Water Superintendent Vicky Murphy, as well as Jeff Hammond, CE1 and the engineering Department, and it is their recommendation that the City Council accept the bid submitted by ABB Inc. in the amount of \$492,573,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid submitted by ABB Inc. in the amount of \$492,573 as the lowest qualified bidder meeting our specifications, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to sign all contracts associated with implementing the award to ABB Inc.

Seconded by



CITY OF WATERTOWN, NEW YORK

SUITE 205, CITY HALL, 245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601
Tel. (315) 785-7749 • Fax (315) 785-7752

November 5, 2018

To; Richard Finn
From: Robert J. Cleaver
Subject: Hydro Plant Excitation Bid
Project # 2018-20

The City's Purchasing Department advertised in the Watertown Daily Times on Wednesday, August 8, 2018 calling for sealed bids for Labor & Materials to replace the Excitation System at the City's Hydro Electric Plant per our specifications. In addition to the legal advertisement, the NNY & Syracuse Builders Exchanges as well as Construct Connect were notified of the pending bid. Through these services 46 agencies reviewed our bid plans with 3 agencies submitting sealed bids to the Purchasing Department where they were publicly opened and read on Tuesday, October 30, 2018 at 11:00 a.m. local time. Results of those bids are per attached spread sheet.

The bidders are:

ABB Inc.
800 Boul Hymus
Saint Laurent, Quebec
Canada H4SOB5

REIVAX North America Inc.
666 Sherbrooke Street West 900
Montreal, Quebec
Canada H3A 1E7

S & L Electric, Inc.
5313 State Highway 56
Colton, N.Y. 13625

I have reviewed the submittals with Vicky Murphy, Water Superintendent, Jeff Hammond, CE1 Engineering Department and it is our joint recommendation that we accept the lowest qualifying bid in the amount of \$492,573.00 submitted by ABB Inc., Saint Laurent, Quebec, Canada. Their total includes the base bid as well as each additional option.

Funding for this project can be found in the 2018-2019 Capital Budget on page 283 in the amount of \$500,000.00

If there are any questions regarding this recommendation please contact me at your convenience.

A handwritten signature in black ink that reads "Robert J. Cleaver". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Robert J. Cleaver
Interim Purchasing Manager

cc: Vicky Murphy, Superintendent of Water
Jeff Hammond, C.E. 1
Jim Mills, Comptroller
file
attch bid tabulation
Capital Budget pg 283



CITY OF WATERTOWN, NEW YORK

CITY HALL
 245 WASHINGTON STREET
 WATERTOWN, NEW YORK 13601-3380

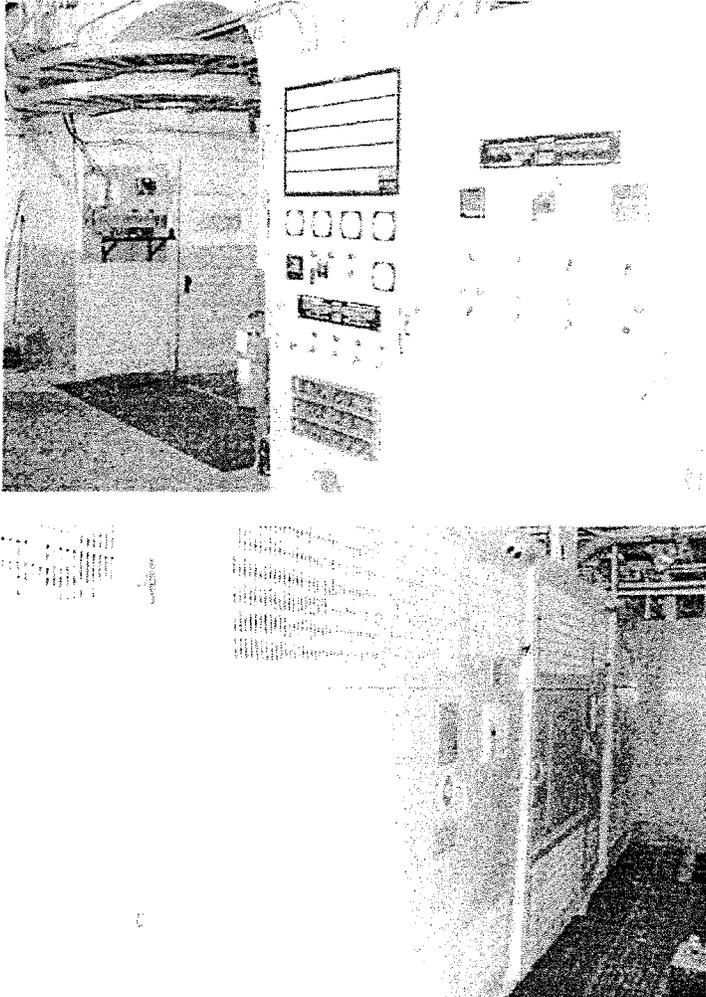
Hydro Plant Excitation System Replacement
2018-20
30-Oct-18

Bid Opening Date:

The following results are bids as presented at the bid opening and do not represent an award.

Description	A.B.B Quebec, CA		Reivax Quebec, CA		S&L Electric Colton, NY	
	Unit Price	Extended price	Unit Price	Extended price	Unit Price	Extended price
Base Price for 3 Turbines	\$139,957.66	\$419,873.00	\$164,555.00	\$493,665.00	\$518,650.00	
Option 1: 3 Exciter Field Ground Detectors	\$3,100.00	\$9,300.00	\$2,900.00	\$8,700.00	\$3,620.00	\$10,860.00
Option 2: 3 IDP-801 Interactive Display Panel	\$3,133.00	\$9,400.00	\$5,700.00	\$17,100.00	\$10,500.00	\$31,500.00
Option 3: 3 Generator Protection Relay	\$7,000.00	\$21,000.00	No Bid		\$7,265.00	\$21,795.00
Option 4: Supply of Spare Parts	Not Itemized	\$33,000.00	Not Itemized	\$17,369.00	5 items itemized	\$46,829.00

FISCAL YEAR 2018-2019
 CAPITAL BUDGET
 FACILITY IMPROVEMENTS
 HYDRO-ELECTRIC FACILITY

PROJECT DESCRIPTION	COST
<p>Excitation System Upgrades</p> <p>The existing excitation system is slowly becoming outdated. Sometime in 2017 or 2018 the company that built the current system (ABB out of Canada) will no longer support this system. They will not be making any new replacement parts. If we don't replace the current system and it breaks down, there could be a loss of hundreds of thousands of dollars in revenue while we replace the current system. Between design, construction, and installation time, the plant could be down for as much as 6 months. Possibly at a peak production time.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2019-20 debt service of \$65,000.</p>	<p>\$500,000</p>
TOTAL	\$500,000

Res No. 7

November 15, 2018

To: Members of the City Council
From: Joseph M. Butler, Jr., Mayor
Subject: Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Frances Seymour

With the recent resignation of Leslie Atkinson, I have spoken with Frances Seymour to serve on the Flower Memorial Library Board of Trustees to fulfill the unexpired term of Ms. Atkinson, such term to expire on December 31, 2021.

I have spoken to both Library Director Yvonne Reff and Board President Carolyn Weldon concerning Ms. Seymour, and both agree that she will bring an excellent dynamic to the Board.

I respectfully offer Ms. Seymour in nomination for appointment to the Library Board to the City Council for its consideration.

RESOLUTION

Page 1 of 1

Appointment to the Roswell P. Flower Memorial Library Board of Trustees, Frances Seymour

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT RESOLVED by the City Council of the City of Watertown, New York, that Frances Seymour, 1217 Bronson Street, Watertown, New York, is hereby appointed to the Roswell P. Flower Memorial Library Board of Trustees to fulfill the unexpired term of Leslie Atkinson, such term expiring on December 31, 2021.

Seconded by

Res No. 8

November 15, 2018

To: The Honorable Mayor and City Council
From: Richard M. Finn, City Manager 
Subject: Agreement for Professional Services, GHD Consulting Services, Inc.

For the purposes of performing engineering services to evaluate the Western Outfall Trunk Sewer Upgrade for infiltration and inflow, selective pips investigations, sewer manhole inspections, flow metering, sewer modeling and preliminary design concepts, an Agreement for Professional Services has been negotiated with GHD Consulting Services, Inc. As indicated in the attached report from City Engineer Justin Wood, this evaluation will build on previous data collection efforts to identify priority projects and provide the City with a road map for future capital improvements.

The total contract is for an amount not to exceed \$75,000. Please note that the City was successfully awarded \$75,000 in funding through the Consolidated Funding Application being administered by the Environmental Facilities Corporation (EFC) with an 85/15 split. The City's share of this Agreement is \$15,000. Funding for this project was contained in the FY 17/18 Capital Budget.

Attached for City Council consideration is a Resolution approving the Agreement with GHD Consulting Services, Inc., along with a copy of the Agreement.

RESOLUTION

Page 1 of 1

Approving Agreement for Professional Services for Western Outfall Trunk Sewer Upgrade, GHD Consulting Services Inc.

Council Member HENRY-WILKINSON, Ryan J.
 Council Member HORBACZ, Cody J.
 Council Member RUGGIERO, Lisa A.
 Council Member WALCZYK, Mark C.
 Mayor BUTLER, Jr., Joseph M.
 Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown wishes to contract for engineering services to evaluate the Western Outfall Trunk Sewer Upgrade for infiltration and inflow, selective pips investigations, sewer manhole inspections, flow metering, sewer modeling and preliminary design concepts, and

WHEREAS the Agreement for Professional Services with GHD Consulting Services, Inc. is scheduled to provide these services, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Agreement for Professional Services between the City of Watertown and GHD Consulting Services, Inc. for engineering services to evaluate the Western Outfall Trunk Sewer Upgrade for infiltration and inflow, selective pips investigations, sewer manhole inspections, flow metering, sewer modeling and preliminary design concepts of the Western Outfall Trunk Sewer Upgrade for a cost not to exceed \$75,000, a copy of which is attached and made a part of said resolution,

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

Seconded by



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: 13 November 2018

TO: Richard Finn, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Western Outfall Trunk Sewer (WOTS) Upgrades
Professional Services Agreement - GHD

Enclosed is a copy of the professional services agreement with **GHD Consulting Services, Inc.** related to the WOTS Upgrades project, in the amount of \$75,000. The scope of work includes evaluating the WOTS for infiltration and inflow, selective pipe investigations, sewer manhole inspections, flow metering, sewer modeling and preliminary design concepts. This evaluation will build on previous data collection efforts to identify priority projects and provide the city with a road map for future capital improvements to reduce I/I, increase sewer capacity, and most importantly reduce surcharging on the City's largest trunk sewer network.

The Professional Services Agreement is for an amount not to exceed \$75,000. The City applied for, and was successfully awarded \$75,000 in funding through the Consolidated Funding Application, being administered by the Environmental Facilities Corporation (EFC). **The grant funding is an 85/15 split, therefore the City's share of this agreement is only \$15,000 (or 15%).**

Please prepare a resolution for Council consideration.

Cc: Jim Mills, Comptroller
Vicky Murphy, Superintendent of Water



**AGREEMENT
BETWEEN
CITY OF WATERTOWN
(OWNER)
AND
GHD CONSULTING SERVICES INC.**

**FOR
SERVICES
FOR
WESTERN OUTFALL TRUNK SEWER UPGRADES AND
REHABILITATION PROJECT
(PROJECT)**

November 9, 2018



GHD – USA
Services Agreement

General Details:

Project Name	Western Outfall Trunk Sewer Upgrades and Rehabilitation Project
The Project is	Develop an Engineering Planning Report necessary to upgrade and rehabilitate the existing Western Outfall Trunk Sewer (WOTS).
“OWNER” and the “Client” means	City of Watertown 245 Washington Street Watertown, NY 13601
OWNER’s Designated Representative(s) is	Justin Wood, P.E. City Engineer Tel:315.785.7740 Email: jwood@watertown-ny.gov
OWNER’s Authorized Signer is	Richard Finn, City Manager Tel: 315.785.7730 Email: rfinn@watertown-ny.gov
“GHD” means	GHD Consulting Services Inc. One Remington Park Drive Cazenovia, NY 13035
GHD’s Designated Representative is	Jon R. Putnam, P.E. Tel: 315.679.5778 Email: jon.putnam@ghd.com
GHD’s Authorized Signer is	Kevin Castro, P.E. Tel: 315.679.5785 Email: kevin.castro@ghd.com

Services:

Preparation of an Engineering Planning Report, as further defined in Exhibit A.

Fees:

Lump sum fee of \$75,000, as further defined in Exhibit A.

Period of Service:

Effective Date of this Agreement: November _____, 2018

Scope of Services will be completed within 60 calendar days after completion of sewer metering work, as further defined in Exhibit A.

Additional Exhibits:

Exhibit A – Scope of Services



GHD – USA
Services Agreement

Duly authorized representatives to execute this Agreement:

On Behalf of GHD:

<i>Kevin Castro</i>	Kevin Castro, P.E. BCEE	Vice President	11/9/18
(Signature)	(Print name)	(Title)	(Date)

On Behalf of OWNER:

	Richard Finn	City Manager	
(Signature)	(Print name)	(Title)	(Date)

Additional Signatures, if required:

(Signature)	(Print name)	(Title)	(Date)

(Signature)	(Print name)	(Title)	(Date)



GHD – USA Services Agreement

Services

1. The standard of care for any professional services performed or furnished by GHD under this Agreement will be the care and skill ordinarily used by members of the profession practicing under similar circumstances at the same time and in the same locality. GHD makes no warranties, express or implied, under this Agreement or otherwise, in connection with GHD's services.
2. Any questions in relation to the services being provided by GHD can be directed to the Job Manager.
3. Change of Scope. The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement. For some projects involving conceptual or process development services, scope may not be fully definable during initial phases. As the Project progresses, facts discovered may indicate that scope should be changed. GHD will promptly inform OWNER in writing of such situations, and if the facts discovered constitute a material change in project assumptions, the parties shall renegotiate the amended scope of this Agreement as necessary.
4. Discovery of Hazardous Materials. OWNER warrants that it has made and will continue to make full and accurate written disclosure to GHD as to any hazardous or toxic materials, pollutants, or contaminants which OWNER knows or has reason to believe exist at the site(s). Discovery of any hazardous or toxic materials, pollutants, or contaminants on or in the site which are not described in written job specifications delivered to GHD prior to GHD'S commitment to perform the work, will constitute a materially different site condition entitling GHD to an equitable adjustment in the contract price or time for performance, or both, as appropriate, or in the alternative, GHD shall, at its sole discretion, have the right to immediately terminate its performance of this Agreement.

Information and Documents

5. OWNER shall designate and advise GHD of a person to act as OWNER's Representative who has complete authority with respect to the services. OWNER shall do the following in a timely manner:
 - (a) Provide all criteria and full Information as to OWNER's requirements for the Project;
 - (b) Assist GHD by providing all available Information pertinent to the Project (e.g. previous reports), all of which GHD may use and rely upon in performing the services; GHD will not be obligated to verify the accuracy of OWNER provided Information unless verification is included in GHD's scope of work;
 - (c) Arrange for site and property access as required for GHD to perform the services;
 - (d) Give prompt written notice to GHD of any event that affects the scope or timing of GHD's services.

Payment

6. Method of Payment. OWNER shall pay GHD the Fees as defined under the Exhibits.

Additionally, OWNER will pay for any additional approved services GHD undertakes, and any Liability, cost or expense GHD incurs, if:

 - (a) The general approved scope, schedule, extent or character of Services is changed materially. In this event, the amount of compensation provided for herein shall be subject to equitable adjustment in accordance with paragraph 3, Change of Scope;
 - (b) Any Information OWNER (or OWNER's employees, agents or contractors) provides to GHD is not complete and accurate;
 - (c) ~~Part or all of the Services are delayed or suspended (other than as a result of GHD's breach of the Agreement);~~
 - (d) OWNER fails to pay an amount due under the Agreement; or
 - (e) OWNER ends the Agreement before GHD has completed the services.
7. GHD will submit monthly invoices for services rendered and payment will be made within 30 days of OWNER's receipt of such invoices. If OWNER fails to make any payment due GHD for Services within 30 days after receipt of GHD's invoice, then:
 - ~~(a) Interest a 1% per month will be charged on all past due amounts; and~~
 - (b) GHD may, after giving seven (7) days written notice to OWNER, suspend Services under this Agreement until OWNER has paid in full all amounts due for Services, and other related charges. OWNER waives any and all claims against GHD for any such suspension.

When the Fees are on the basis of a lump sum, fixed fee, or a percentage of construction cost for the Project, GHD's invoices will be based upon GHD's estimate of the proportion of the services actually completed at the date of the invoice. If OWNER objects to any invoice submitted by GHD, OWNER shall so advise GHD in writing giving reasons therefore within fourteen (14) days of receipt of such invoice. If no such objection is made, the invoice will be considered acceptable by OWNER.

Insurance

8. GHD shall maintain continuously during the life of this Agreement the following insurance requirements:
 - (a) Workers' Compensation Insurance with statutory limits and Employer's Liability of \$1,000,000 per occurrence;
 - (b) Commercial General Liability Insurance, comprehensive form, with combined single limits of \$1,000,000 in any one occurrence or in the aggregate, applicable to bodily injury, sickness, or death and for loss of or damage to property;



GHD – USA Services Agreement

- (c) Automobile Liability Insurance covering all owned, non-owned, or hired vehicles used by GHD with limits of \$1,000,000 combined single limits applicable to bodily injury, sickness, or death of any one person per occurrence and for loss of or damage to property;
 - (d) Professional Liability Insurance in the amount of \$1,000,000 covering claims, damages and Liability arising out of, or resulting from, GHD's professional negligence in performance of the services.
9. The policies under 8. (b) and 8. (c) above shall: (1) name OWNER as an Additional Insured; (2) be endorsed to be primary and non-contributory to any other insurance maintained by OWNER or self-insurance maintained by OWNER.
10. GHD will provide OWNER with satisfactory evidence of the above insurances upon request.

Total Liability for Damages

11. (a) Notwithstanding any other provisions of this Agreement, but subject to clause 11(b) below, to the maximum extent permitted by law, the total aggregate Liability of GHD to OWNER and/or anyone claiming by, through, or under OWNER shall be limited to the amounts set out in clause 8 for the relevant insurance policy or, if no insurance is applicable, to \$1,000,000.
- (b) With respect to professional errors or omissions only, notwithstanding any other provision of this Agreement, to the maximum extent permitted by law, the total aggregate Liability of GHD to OWNER and/or anyone claiming by, through, or under OWNER, for all Liabilities arising out of, or resulting from the professional errors or omissions of GHD in the performance or non-performance of the services shall be limited to \$1,000,000, ~~or the total Fees actually paid to GHD under this Agreement, whichever is greater.~~
- (c) Neither party to this Agreement shall be liable to the other for any indirect, special, incidental, punitive or consequential damages, including but not limited to loss of profits, arising in connection with the performance or non-performance of this Agreement.

Intellectual Property

12. All Documents prepared or furnished by GHD are instruments of service in respect of the Project and GHD OWNER shall retain an ownership and property interest therein whether or not the Project is completed. Any reuse without written verification or adaptation by GHD for the specific purpose intended will be at OWNER's sole risk and without Liability or legal exposure to GHD, and OWNER shall indemnify and hold harmless GHD from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.

Confidentiality, documents and information

13. GHD agrees to keep confidential and not disclose to any person or entity, other than GHD's employees and subcontractors, without the prior written consent of

OWNER (which consent shall not be unreasonably withheld, delayed, or conditioned), all data and Information not previously known to GHD and marked "CONFIDENTIAL" by OWNER and provided in the course of GHD's performance of the services. This provision shall not apply to data or Information which is in the public domain or which was acquired by GHD independently from third parties not under any obligation to OWNER to keep such data and Information confidential or which GHD is required to disclose under any law, rule, regulation, ordinance, code, standard, or court order.

Termination

14. (a) The obligation to provide further services under this Agreement may be terminated by either party upon thirty days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Upon such termination, OWNER shall pay to GHD all amounts owing to GHD under the Agreement, for all work performed up to the effective date of termination, plus reasonable termination costs.
- (b) This Agreement may be terminated for convenience by OWNER upon thirty days prior written notice to GHD. In the event of termination for convenience by OWNER, GHD shall be entitled to receive all amounts owing to GHD under the Agreement, for all work performed up to the effective date of termination, plus reasonable termination costs.

Indemnification

15. Subject to the provisions of section 11 of this Agreement, to the maximum extent permitted by law, each party shall indemnify and hold harmless (but shall have no duty to defend) the other party, its appointed and elected officials, partners, officers, directors, employees, and agents, from and against any and all Liabilities arising from the negligent or wrongful acts, errors, or omissions, or breach of contract, by a party; but only to the extent of an indemnifying party's relative degree of fault when considered together with the fault of all parties, including indemnified parties and any parties immune from suit.
16. In furtherance of these obligations, and *only* with respect to OWNER, GHD waives any immunity it may have or limitation on the amount or type of damages imposed under any industrial insurance, worker's compensation, disability, employee benefit, or similar laws. GHD ACKNOWLEDGES THAT THIS WAIVER OF IMMUNITY WAS MUTUALLY NEGOTIATED.

Dispute Resolution

17. Both parties agree in good faith to attempt to resolve amicably, without litigation, any dispute arising out of or relating to this Agreement or the work to be performed hereunder. Following notification of a dispute, the parties shall have five (5) business days from the date of notification to begin negotiations and fifteen (15) business days from the notification date to complete negotiations, unless otherwise agreed in writing. In the event that any dispute cannot be resolved through direct discussions, the parties agree to endeavor to settle the dispute by mediation.



GHD – USA Services Agreement

The parties shall have forty-five (45) calendar days within which to commence the first mediation session following the conclusion of their good faith negotiations or expiration of the time within which to negotiate. Either party may make a written demand for mediation, which demand shall specify the facts of the dispute. The matter shall be submitted to a mediator mutually selected by the parties. The mediator shall hear the matter and provide an informal nonbinding opinion and advice in order to help resolve the dispute. The mediator's fee shall be shared equally by the parties. If the dispute is not resolved through mediation, the matter may be submitted to the judicial system, in the courts of general jurisdiction where the Project is located, ~~in which event all litigation and collection expenses, witness fees, court costs and attorneys' fees shall be paid to the prevailing party.~~

Independent Contractor

18. GHD shall act as an independent consultant and not as an agent or employee of OWNER, and will be solely responsible for the control and direct performance of the services provided by its employees and agents.

Assignment

19. This Agreement may *not* be assigned by either party with ~~the prior written consent of the other party.~~

Health and Safety

20. GHD shall only be responsible for the activities of its own employees and agents on the Project site with respect to safety.

Compliance with Laws, Permits and Licenses

21. This Agreement shall be governed by the law of the state where the majority of GHD's work for OWNER will be undertaken. GHD shall perform its Services in accordance with applicable laws, regulations, ordinances, permits, licenses, and other rules.

Severability

22. The parties agree that, in the event one or more of the provisions of this Agreement should be declared void or illegal, the remaining provisions shall not be affected and shall continue in full force and effect.

No Third-Party Beneficiaries

23. Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by OWNER or GHD to any third party. All duties and responsibilities undertaken under this Agreement shall be for the sole and exclusive benefit of OWNER and GHD. There are no intended third-party beneficiaries. Notwithstanding the foregoing, should a court find a third party to be a beneficiary of this Agreement, it is the intent of the parties that the judicially created third-party beneficiary be bound by and subject to all of the terms and conditions of this Agreement.

Notification Period

24. Any applicable Statute of Limitation shall be deemed to commence running on the date ~~which the claimant knew, or should have known, of the facts giving rise to their~~

~~claims, but in no event later than the date~~ of the final invoice for GHD's services under this Agreement. To the maximum extent permitted by law, as a condition precedent to commencing a judicial proceeding, a party shall give written notice of their claims, including all amounts claimed, and the factual basis for their claims, to the other party within two (2) years of ~~when the claimant knew, or should have known, of the facts giving rise to their claims, but in no event later than two (2) years from the date of GHD's final invoice for Services under this Agreement.~~

Complete Agreement

25. This Agreement represents the entire understanding between the OWNER and GHD, and supersedes all prior negotiations, representations, understandings or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the parties hereto.
26. All notices or other written communications required under this Agreement shall be given personally upon delivery or by certified mail, return receipt requested, upon deposit in a U.S. Mail receptacle to the appropriate parties at the addresses shown on the signature page.
27. This Agreement applies to all services undertaken by GHD for OWNER relative to this Project, including any services undertaken prior to the Effective Date hereof.

Definitions

28. Unless the context otherwise requires, in the Agreement:
- "Additional Insured" means that the interests of the client will be noted on the relevant policy, but does not mean that the client is an "Insured" under that policy.
- "Agreement" means the agreement executed by the parties in connection with the services, including these terms and exhibits.
- "Designated Representative" means specific individuals who act as Engineer's and OWNER's representatives with respect to the services to be performed or furnished by Engineer and responsibilities of OWNER under this Agreement. Such an individual shall have authority to transmit instructions, receive information, and render decisions relative to the Project on behalf of the respective party whom the individual represents.

"Document" or "Documents" includes a written or electronic document.

"Fees" means the amount set out in the agreement details including disbursements.

"Information" includes documents and information provided pertinent to the project.

"Liability" or "Liabilities" means any and all liabilities for actions (whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise); claims (including, but not limited to, claims for bodily injury, death, property damage, (including bodily injury, death, or property damage to employees) or arising under environmental laws); and costs



GHD – USA Services Agreement

or damages of every nature without limitation (including, but not limited to, reasonable attorneys' fees and costs of defense).

"Project" means the project(s) that the services relate to.

"Services" means the services set out in the agreement details (or otherwise the services GHD undertakes).

"OWNER" means the person(s) set out in the agreement details (and if more than one person, "OWNER" means each of those persons severally and all of them jointly).



EXHIBIT A

Scope of Services

Following is the scope of services for developing the Engineering Planning Report for this project:

1. Meet with the City of Watertown to tour the site, retain available past engineering maps, plans, and reports prepared for the WOTS and determine the project's critical success factors.
2. Perform temporary sewer flow metering on collector sewers at interconnection points of trunk sewer to monitor flow and to help further pinpoint sewer sub basins with significant I & I. We estimate metering at nine (9) locations within the collection system for a period of 1-month. We plan to team with ADS Environmental to provide, install, monitor, and download the data collected by the sewer flow meters. Flow meter and rainfall data will be analyzed through ADS's Slicer.com engineering software program to analyze rainfall-to-flow relationships within sewer sub basins.
3. Perform various manhole inspections within the collection system to help further identify potential I/I sources within the sewer sub basins. We estimate performing 200-300 manhole inspections, over a period of two (2) weeks, with the assistance of City of Watertown sewer maintenance staff to provide access to the manholes, including necessary traffic control. We plan to utilize a local, WBE sub consultant, Aubertine and Currier, for the manhole inspection services.
4. Review available CCTV internal pipeline inspection data performed on the WOTS and make recommendation for additional areas to be televised by the City of Watertown.
5. Perform desktop capacity assessment of the WOTS to estimate current sewer flows, existing I & I loads, future demand needs, and available reserve capacity for serving the service area along the WOTS in the project area. City to provide GHD with the existing WOTS HYDRA model (and access to license). Develop recommended improvements to increase trunk sewer capacity in restricted areas and downstream effects.
6. Estimate the amount of excessive I & I needed to be removed to increase the capacity of WOTS for future anticipated flows, while minimizing I & I received at the City's WWTP and future sewer overflow events.
7. Identify proposed upgrades and necessary rehabilitation measures.
8. Develop a proposed project schedule for further investigations, detailed design, approvals and permitting, bidding and construction.
9. Develop an opinion of project costs for the construction of the recommended investigations, improvements and upgrades to the WOTS.
10. Identification of potential permits and involved agencies/stakeholders approvals, and environmental considerations required for the project.
11. Provide recommendations for instrument survey of the project area and for geotechnical investigations to support the design and construction.



GHD – USA

Services Agreement

12. Summarize the above in an engineering planning report provided in accordance with the NYSEFC requirements for planning reports. This report will include the following sections:

- Site Information
- Ownership and Service Area
- Existing Facilities
- Need for Project
- Capacity Developments
- Alternative Evaluation
- Summary and Comparison of Alternatives
- Recommendations and Cost Opinions
- Smart Growth Assessment

Our scope of services only includes the components of the WOTS that are within the public right-of-way, and does not include any investigations, designs or improvements to be made to the components located on the private side of the WOTS system, outside the public right-of-way (i.e. sewer service laterals, basement investigations, drainage systems, etc.). Survey and soils investigations are not included within our scope of services.

Fee

Lump sum cost to complete the above Scope of Services is \$75,000, and will be invoiced on a percent complete basis.

Period of Service

The data collection, review of existing CCTV data and manhole inspecting work will be scheduled to be completed within 90 days of written authorization to proceed. The sewer metering work will be scheduled to be completed in the spring 2019, during or after snow melt period and/or spring rainy season. The remaining scope of work items shall be completed 60 days after sewer meter data collection and analysis. We propose to deliver a draft of the report to the city at 90 percent completion stage, for review and comment, prior to finalizing the report.

FISCAL YEAR 2017-2018
 CAPITAL BUDGET
 INFRASTRUCTURE
 SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>WOTS Rehabilitation:</p> <p>This project involves field investigations, flow metering, smoke testing, hydraulic modeling, development of preliminary design plans and a long term capital improvement plan to reduce infiltration and inflow (I&I) on the Western Outfall Trunk Sewer (WOTS). During heavy rain events, the WOTS experiences surcharging at manholes and backups into the basement of homes in the Butterfield Avenue and Sherman Street neighborhoods. This project will provide the data to develop priority I&I reducing projects, which will minimize the frequency and severity of surcharging and basement backups, help the City comply with MS4 regulations, and provide capacity for future sewer connections as growth continues in the southern edge of the City and Town of Watertown.</p> 	\$75,000
<p>Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p>	
TOTAL	\$75,000

Res No. 9

November 7, 2018

To: Richard M. Finn, City Manager

From: Jennifer L. Voss, Senior Planner

Subject: Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Rental Rehabilitation Program

The Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2018 that was adopted by the City Council on August 20, 2018, included \$150,000 to pay for the rehabilitation of six (6) substandard apartment units within the City of Watertown. Financial assistance will be available to help property owners pay for the cost of home improvements in units that are rented to low and moderate income persons.

A sub-recipient agreement between the City of Watertown and Neighbors of Watertown, Inc. for the 2018 Rental Rehabilitation Program has been drafted and is attached for Council's review. Neighbors of Watertown, Inc. will administer the project, complying with CDBG regulations and ensuring the units are rented to low and moderate income persons at rents within the HUD restrictions for 5 years. Nine percent of the total grant or \$13,500 is budgeted for administration and program delivery, while the remainder of the budget will be used for Lead Based Paint testing and rehabilitation of substandard rental units within the City.

The resolution prepared for City Council consideration approves the proposed agreement and authorizes the City Manager to sign it on behalf of the City Council.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read "R. Finn", is written over the text of the action item.

RESOLUTION

Page 1 of 1

Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Rental Rehabilitation Program

Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Council Member WALCZYK, Mark C.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown’s Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2018 includes the rehabilitation of six (6) substandard rental units within the City of Watertown, and

WHEREAS the Annual Action Plan identifies the Rental Rehabilitation activity to be \$150,000 in funding for rehabilitation, administration and program delivery, and

WHEREAS Neighbors of Watertown, Inc. will serve as the Sub-Recipient of the funds for program administration, and

WHEREAS a Sub-Recipient Agreement between the City of Watertown and Neighbors of Watertown, Inc. for the CDBG funds has been prepared,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Sub-Recipient Agreement for program administration with the Neighbors of Watertown for the 2018 Rental Rehabilitation Program, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager, Richard M. Finn, is hereby authorized and directed to execute the Grant Agreement on behalf of the City Council.

Seconded by

**SUB-RECIPIENT AGREEMENT
BETWEEN
CITY OF WATERTOWN, NY
AND
NEIGHBORS OF WATERTOWN, INC.
FOR
2018 RENTAL REHABILITATION PROGRAM**

THIS AGREEMENT, entered this ____ day of _____, 20 ____ by and between the City of Watertown (herein called the “Grantee”) and Neighbors of Watertown, Inc. (herein called the “Sub-recipient”).

WHEREAS, the Grantee has received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; otherwise known as the Community Development Block Grant Program, and

WHEREAS, the Grantee wishes to engage the Sub-recipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICES

A. Activities

The Sub-recipient is responsible for delivering the Grantee’s 2018 Community Development Block Grant Rental Rehabilitation Program. The Sub-recipient shall administer all tasks in connection with the aforesaid program in compliance with all applicable Federal, state, and local rules and regulations governing these funds, and in a manner satisfactory to the Grantee.

B. Principal Tasks

The major goal of the Sub-recipient’s efforts under this Agreement will be the completion of the rehabilitation of at least six (6) eligible rental housing units. All target areas and locations throughout the City of Watertown will be considered based on the need of the participating homeowners. Toward that goal, the major tasks that the Sub-recipient will perform include, but are not necessarily limited to, the following:

1. **Housing rehabilitation program guidelines, administrative procedures, plans and forms:** Subject to the review and approval by the Grantee, the Sub-recipient will establish, housing rehabilitation program guidelines, (including but not limited to applicant eligibility requirements, priorities among applicants and among rehabilitation measures, the limits and structure of financial assistance, and the recapture and affordability policies), as well as the administrative procedures

(including but not limited to the verification of eligibility, inspection, work write-up and contractor selection, construction administration and payments) and any other necessary forms, documents or sample contracts.

2. **Outreach:** The Sub-recipient will conduct sufficient advertisement of the housing rehabilitation program and other forms of outreach to ensure that eligible applicants are made aware of the program and how to participate in order to meet the housing rehabilitation goal stated in this agreement.
3. **Intake/assessment of eligibility:** The Sub-recipient will assist property owners and residents in the completion of applications to permit eligibility determinations for rehabilitation assistance. The Sub-recipient will make provision for translation services to meet the needs of non-English-speaking applicants. In the event of applicants who have impaired mobility or other disabilities, the Sub-recipient will make provisions for completing the application at the applicant's residence or other acceptable procedures for ensuring equal access to services. Initial eligibility determination of households/structures will be made by the Sub-recipient on the basis of satisfaction of income requirements (single-unit structures must be occupied by a low- and moderate-income household; if a two-unit structure, at least one must be so occupied; and if three or more units in a structure, at least 51 percent of the units must be occupied by low- and moderate-income households [at affordable rents, where applicable] according to the most current income limits established by HUD), the apparent need for rehabilitation measures to correct relevant housing code or Housing Quality Standard (HQS) deficiencies, and any other pertinent criteria set forth in the approved program design. After rehabilitation all units will be available for rent to only low-income tenants for the duration of the compliance period.
4. **Environmental Review:** The Grantee will retain all environmental review responsibilities subject to 24 CFR Part 52, as stated explicitly in Section VII, and will bear all accountability for environmental compliance under HUD monitoring. Grantee staff will complete all HUD environmental review forms and procedures. For tiered reviews, this will include both the broad-level environmental review and all site-specific reviews that follow.

In the course of completing environmental reviews, the Grantee may require site specific information from the Sub-recipient. Such information may include, but is not limited to, proof of compliance with any statute, executive order or regulation where compliance was not achieved at the broad level of review. The Grantee may request any information necessary for the completion of an environmental review at any time, and the Sub-recipient is responsible for providing accurate and complete documentation. The Sub-recipient shall not authorize the start of construction on any project until notified by the Grantee that the environmental review of the project has been completed.

5. **Work write-ups:** For each eligible unit to be assisted, the Sub-recipient will complete a detailed work write-up of the rehabilitation to be performed, including estimated costs of each activity, materials to be used, and industry or regulatory standards to be met. This write-up will be initialed and dated by the homeowner.
6. **Lead Based Paint:** For each eligible unit to be assisted that was built prior to 1978, the Sub-recipient will take steps to ensure compliance with Lead-Based Paint regulations, 24 CFR 570.608 and 24 CFR Part 35, Subpart B, including but not limited to testing of painted surfaces to identify lead based paint hazards, a plan for addressing any identified hazards in the work plan, assurance that work that disturbs painted surfaces where lead-based paint is identified is performed by contractors who are trained to use “safe work practices” and performance of a “clearance inspection” at the completion of the project to assure that no dust is present that is contaminated with lead based paint. Additionally, all owners and tenants of the properties of will be property notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken.
7. **Asbestos:** For each eligible unit to be assisted, the Sub-recipient will take steps to ensure compliance with the reporting requirements of the Clean Air Act as well as with all survey, reporting and removal requirements contained within 12 NYCRR Part 56.
8. **Bank financing:** For those applicants required to secure a portion of the financing for the rehabilitation work through private loans from a bank or other type of private financial institution, the Sub-recipient agrees to provide assistance to applicants when applying for such complementary financing.
9. **Solicitation and selection of contractors:** The Sub-recipient will assist approved applicants in the identification, solicitation, and selection of contractors qualified to perform the authorized rehabilitation of eligible housing units. The Sub-recipient will use the approved forms and contract formats and will ensure the description of the work contained in any contracts with contractors is accurate and complete. The Sub-recipient also agrees to ensure work-write ups are thorough and detailed in order for contractors to create a reasonable bid on the project.
10. **Periodic and final inspections:** The Sub-recipient will perform periodic site visits to ascertain that approved and contracted rehabilitation work is proceeding properly and satisfactorily, will authorize (with the owner’s written approval, including signature and date) appropriate change orders, and will mediate in the event of owner dissatisfaction with the work done by the contractor. A finalize inspection will be done by the Sub-recipient, and signed by the property owner prior to final payment to the contractor.

11. **Approval of contractor payments:** As rehabilitation progresses and invoices are submitted by contractors, the Sub-recipient will verify that the expenses are reasonable and the work has been completed properly (including a sign-off by the owner), and will authorize drawdown of funds from the Grantee, and disbursement to the contractors.
12. **Maintenance of case files and other records:** For each applicant, the Sub-recipient will maintain case files, including application and documentation of eligibility, work write-ups, the assistance agreement between the property owner and Sub-recipient (along with repayment/ recapture provisions), documentation of liens and any other forms of security, lead based paint reports and notifications, contractor selection criteria, copy of contract between owner and contractors), documentation on all necessary licenses and permits, site visit/inspection reports (including final inspection), change orders, and approved contractor invoices for payment (with owner sign-off). The Sub-recipient will also maintain appropriate information on persons residing in the property, including a list or lists identifying persons in a project immediately before the project, after project completion, and those moving in during the project, as well as information on those displaced or temporarily relocated (per 24 CFR 570.606 and 24 CFR part 24). The Sub-recipient will maintain these and other program and financial records in accordance with the general requirements for record keeping specified in Section VIII B2 of this Agreement.

C. National Objectives

All activities funded with CDBG funds must meet at least one of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The Sub-recipient certifies that the activity (ies) carried out under this Agreement will benefit low- and moderate-income persons by offering financing to support the rehabilitation of substandard homes and apartments that are occupied by low or moderate income households. For activities benefiting low- and moderate-income persons, the Sub-recipient must adopt and make public the grantee's standards for determining that for rental housing assisted under the program, the rents of units occupied by low- and moderate-income persons are "affordable."

The occupants of each home or apartment must qualify with household income not exceeding the HUD Section 8 Income Limits. Therefore, all assistance provided in the form of rehabilitation financing and all activity delivery expenses will directly benefit low or moderate income persons.

D. Levels of Accomplishment – Goals and Performance Measures

The Sub-recipient agrees to rehabilitate at least six (6) rental housing units.

E. Staffing

Compliance with all CDBG regulations and requirements and implementation of the Rental Rehabilitation Program will be carried out by the following staff who will be assigned as key personnel and will carry out and will be responsible for their assigned tasks:

Staff Member Title	General Program Duties
Reginald Schweitzer, Executive Director	Overall administration of the Program activities; General program oversight and administration;
Hollie Thesier, Housing Program Director	Assist with revision of forms and procedures; outreach; intake and eligibility determinations; direct the mailing of letters to potential clients, mailing of program handbooks and pre-applications; receive and review applications, interview and verify documentation for qualifying applicants, schedule inspection, supervision of Housing Rehab Coordinator; submission of approved contractor invoices; prepare reports and draws, revision of forms and procedures; qualify potential tenants upon completion, maintain all program records and required grant documentation; ensure compliance upon completion
Gene Bolton, Housing Rehab Coordinator	Stay abreast of rehabilitation costs, materials and best practices; qualify all contractors; inspect each property to determine the scope of rehabilitation required; work write-ups; assist owner in preparing bid packages, solicitation of contractors; assist owner in selecting contractor based on lowest, qualified bid, approval of contractor selection; monitor work in progress; inspect work for compliance with specifications, close out projects, submit progress and final payments; inspect property to ensure compliance throughout the compliance period;
Sarah Millard, Fiscal Director	Financial Records

Any changes in the key personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.

F. Performance Monitoring

The Grantee will monitor the performance of the Sub-recipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Sub-recipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

II. TIME OF PERFORMANCE

A. Contract Term.

Services of the Sub-recipient shall start on December 1, 2018 and end on December 31, 2020. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Sub-recipient remains in control of CDBG funds or other CDBG assets, including program income.

B. Project Schedule.

The Sub-recipient will perform the described housing rehabilitation tasks and complete the rehabilitation of eligible units in conformance with the schedule below.

Activity	Planned Finish Date
Forms and Procedures	March 2019
Marketing/Outreach	On-going
Applications/Eligibility Determination	On-going
Awards/Project Selection	On-going
Contracts	On-going
25% of Funds Committed	June 2019
50% of Funds Expended	December 2019
100% of Funds Expended	July 2020
Project Closeout	October 2020

III. BUDGET

A. Line Item Budget

The following is the budget for the housing rehabilitation program to be administered by the Sub-recipient.

Rehabilitation Loans and Grants	\$ 133,680.00
Lead Based Paint Fees	\$ 2,820.00
Administration and Program Delivery	\$ 13,500.00
TOTAL	\$ 150,000.00

B. Indirect Costs

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Sub-recipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee.

IV. PAYMENT

A. Subgrant Amount and Drawdowns

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$150,000. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Section III herein and in accordance with performance.

B. Direct Rehabilitation Expenses.

Payments to contractors should be made on the basis of work completed, with at least 10 percent retained until final inspection and sign-off of the completed rehabilitation by the Sub-recipient's staff and property owner.

*Payment schedules based on number of inspections throughout the process will work, but not an actual schedule as construction timelines can vary based on a number of factors encountered throughout the process.

C. Operation & Administration Expenses

Expenses for general administration shall also be paid against the line item budgets specified in Section III and in accordance with performance.

D. Financial Management Certification

Payments may be contingent upon certification of the Sub-recipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee

Michael Lumbis, Planning & Community Development Director
City of Watertown
245 Washington Street
Watertown, NY 13601
Tel: (315) 785-7734
Fax: (315) 785-7829

Sub-recipient

Reginald J. Schweitzer, CEO/Executive Director
Neighbors of Watertown, Inc.
112 Franklin Street
Watertown, NY 13601
(315) 782-8497
(315) 782-0102

VI. SPECIAL CONDITIONS

N/A

VII. GENERAL CONDITIONS

A. General Compliance

The Sub-recipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Sub-recipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Sub-recipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Sub-recipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Sub-recipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Sub-recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from

payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Sub-recipient is an independent contractor.

C. Hold Harmless

The Sub-recipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Sub-recipient's performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers' Compensation

The Sub-recipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Sub-recipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Sub-recipient shall provide the Grantee with proof of the above insurances and bond, reflecting that the City of Watertown is the loss payee for such coverages, and shall also provide a Certificate of Insurance which reflects that the City is an additional insured on its Commercial General liability (CGL) Insurance and that the City of Watertown will be provided with at least 30 days notice, by the insurer, of any intent to cancel or discontinue the Sub-recipient's coverage.

The Sub-recipient shall comply with the bonding and insurance requirements of 2 CFR 200.325 and 200.447, Bonding and Insurance.

F. Grantee Recognition

The Sub-recipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Sub-recipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee or Sub-recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the

Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Sub-recipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Sub-recipient.

H. Suspension or Termination

In accordance with 2 CFR 200.339, the Grantee may suspend or terminate this Agreement if the Sub-recipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Sub-recipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Sub-recipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200.340, this Agreement may also be terminated for convenience by either the Grantee or the Sub-recipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Sub-recipient agrees to comply with 2 CFR 200.400-419 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Sub-recipient shall administer its program in conformance with OMB Circulars A-122, “Cost Principles for Non-Profit Organizations,” or A-21, “Cost Principles for Educational Institutions,” as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

1. Records to be Maintained

The Sub-recipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506, that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

The Sub-recipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee’s Consolidated Annual Performance and Evaluation Report (CAPER) to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

3. Client Data

The Sub-recipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Sub-recipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Sub-recipient's responsibilities with respect to services provided under this contract, is prohibited by the Privacy Act unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Sub-recipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Sub-recipient has control over CDBG funds, including program income.

6. Audits & Inspections

All Sub-recipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Sub-recipient within 30 days after receipt by the Sub-recipient. Failure of the Sub-recipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Sub-recipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Sub-recipient audits and OMB Circular A-133.

C. Reporting and Payment Procedures

1. Program Income

The Sub-recipient shall report as needed all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The Sub-recipient will not use any program income. All program income will be returned to the Grantee.

2. Indirect Costs

If indirect costs are charged, the Sub-recipient will develop an indirect cost allocation plan for determining the appropriate Sub-recipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

3. Payment Procedures

The Grantee will pay to the Sub-recipient funds available under this Agreement based upon information submitted by the Sub-recipient and consistent with any approved budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually incurred by the Sub-recipient, and not to exceed actual cash requirements. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Sub-recipient.

4. Progress Reports

The Sub-recipient shall submit monthly Progress Reports to the Grantee in the form and with the content required by the Grantee.

D. Procurement

1. Compliance

The Sub-recipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

2. OMB Standards

Unless specified otherwise within this agreement, the Sub-recipient shall procure all materials, property, or services in accordance with the requirements of 2 CFR 200.317-326.

3. Travel

The Sub-recipient shall obtain written approval from the Grantee for any travel outside the greater Watertown area with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR Part 200.311-315 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Sub-recipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Sub-recipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Sub-recipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Sub-recipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Sub-recipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Sub-recipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Sub-recipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d)

governing optional relocation policies. The Sub-recipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Sub-recipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Sub-recipient agrees to comply with all local and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Sub-recipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Land Covenants

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Sub-recipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Sub-recipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Sub-recipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794),

which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Sub-recipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

1. Approved Plan

The Sub-recipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Sub-recipient to assist in the formulation of such program. The Sub-recipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

2. Women- and Minority-Owned Businesses (W/MBE)

The Sub-recipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Sub-recipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Sub-recipient shall furnish and cause each of its own Sub-recipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Sub-recipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Sub-recipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Sub-recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Sub-recipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Sub-recipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Sub-recipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Sub-recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Sub-recipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Sub-recipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Sub-recipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Sub-recipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction,

renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Sub-recipient of its obligation, if any, to require payment of the higher wage. The Sub-recipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3. “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Sub-recipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Sub-recipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The Sub-recipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Sub-recipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Sub-recipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Sub-recipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Sub-recipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

1. Assignability

The Sub-recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Sub-recipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Sub-recipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Sub-recipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Sub-recipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Sub-recipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Sub-recipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Sub-recipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

- a. The Sub-recipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Sub-recipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Sub-recipient, or any designated public agency.

5. Lobbying

The Sub-recipient hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer

or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Sub-recipients shall certify and disclose accordingly:

d. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities

The Sub-recipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Sub-recipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Sub-recipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Sub-recipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Sub-recipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIV. WAIVER

The Grantee's failure to act with respect to a breach by the Sub-recipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XV. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the Grantee and the Sub-recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Sub-recipient with respect to this Agreement.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Watertown, New York

By: _____
Richard M. Finn, City Manager

Neighbors of Watertown, Inc.

By: _____
Reginald J. Schweitzer, Executive Director

Res No. 10

November 13, 2018

To: Richard M. Finn, City Manager
From: Jennifer L. Voss, Senior Planner
Subject: Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Owner Occupied Rehabilitation Program

The Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2018 that was adopted by the City Council on August 20, 2018, included \$250,000 to pay for the rehabilitation of nine (9) substandard housing units in the City of Watertown. Financial assistance will be available to help low and moderate income homeowners pay for the cost of home improvements in 1-4 units homes.

A sub-recipient agreement between the City of Watertown and Neighbors of Watertown, Inc. for the 2018 Owner Occupied Rehabilitation Program has been drafted and is attached for Council's review. Neighbors of Watertown, Inc. will administer the project, complying with CDBG regulations and ensuring the units are occupied by low and moderate income persons. Eight percent of the total grant or \$20,250 is budgeted for administration and program delivery, which includes Lead Based Paint testing, while the remainder of the budget will be used for Lead Based Paint testing and rehabilitation of substandard homes within the City.

The resolution prepared for City Council consideration approves the proposed agreement and authorizes the City Manager to sign it on behalf of the City Council.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read 'R. Finn', is written over the text of the action item.

RESOLUTION

Page 1 of 1

Approving the Community Development Block Grant (CDBG) Sub-recipient Grant Agreement with Neighbors of Watertown, Inc. for the 2018 Owner Occupied Rehabilitation Program

Council Member HENRY-WILKINSON, Ryan J.
Council Member HORBACZ, Cody J.
Council Member RUGGIERO, Lisa A.
Council Member WALCZYK, Mark C.
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

WHEREAS the City of Watertown’s Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2018 includes the rehabilitation of nine (9) substandard housing units within the City of Watertown, and

WHEREAS the Annual Action Plan identifies the Owner Occupied Rehabilitation activity to be \$250,000 in funding for rehabilitation, administration and program delivery, and

WHEREAS Neighbors of Watertown, Inc. will serve as the Sub-Recipient of the funds for program administration, and

WHEREAS a Sub-Recipient Agreement between the City of Watertown and Neighbors of Watertown, Inc. for the CDBG funds has been prepared,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the Sub-Recipient Agreement for program administration with the Neighbors of Watertown for the 2018 Owner Occupied Rehabilitation Program, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager, Richard M. Finn, is hereby authorized and directed to execute the Grant Agreement on behalf of the City Council.

Seconded by

**SUB-RECIPIENT AGREEMENT
BETWEEN
CITY OF WATERTOWN, NY
AND
NEIGHBORS OF WATERTOWN, INC.
FOR
2018 OWNER OCCUPIED REHABILITATION PROGRAM**

THIS AGREEMENT, entered this ____ day of _____, 20____ by and between the City of Watertown (herein called the “Grantee”) and Neighbors of Watertown, Inc. (herein called the “Sub-recipient”).

WHEREAS, the Grantee has received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; otherwise known as the Community Development Block Grant Program, and

WHEREAS, the Grantee wishes to engage the Sub-recipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICES

A. Activities

The Sub-recipient is responsible for delivering the Grantee’s 2018 Community Development Block Grant Owner Occupied Rehabilitation Program. The Sub-recipient shall administer all tasks in connection with the aforesaid program in compliance with all applicable Federal, state, and local rules and regulations governing these funds, and in a manner satisfactory to the Grantee.

B. Principal Tasks

The major goal of the Sub-recipient’s efforts under this Agreement will be the completion of the rehabilitation of at least nine (9) eligible owner occupied housing units. All target areas and locations throughout the City of Watertown will be considered based on the need of the participating homeowners. Toward that goal, the major tasks that the Sub-recipient will perform include, but are not necessarily limited to, the following:

1. **Housing rehabilitation program guidelines, administrative procedures, plans and forms:** Subject to the review and approval by the Grantee, the Sub-recipient will establish, housing rehabilitation program guidelines, (including but not limited to applicant eligibility requirements, priorities among applicants and among rehabilitation measures, the limits and structure of financial assistance, and the recapture and affordability policies), as well as the administrative procedures

(including but not limited to the verification of eligibility, inspection, work write-up and contractor selection, construction administration and payments) and any other necessary forms, documents or sample contracts.

2. **Outreach:** The Sub-recipient will conduct sufficient advertisement of the housing rehabilitation program and other forms of outreach to ensure that eligible applicants are made aware of the program and how to participate in order to meet the housing rehabilitation goal stated in this agreement.
3. **Intake/assessment of eligibility:** The Sub-recipient will assist property owners in the completion of applications to permit eligibility determinations for rehabilitation assistance. The Sub-recipient will make provision for translation services to meet the needs of non-English-speaking applicants. In the event of applicants who have impaired mobility or other disabilities, the Sub-recipient will make provisions for completing the application at the applicant's residence or other acceptable procedures for ensuring equal access to services. Initial eligibility determination of households/structures will be made by the Sub-recipient on the basis of satisfaction of income requirements (single-unit structures must be owner occupied by a low- and moderate-income household; if a two-unit structure, at least one must be so occupied; and if three or four units in a structure, at least 51 percent of the units must be occupied by low- and moderate-income households [at affordable rents, where applicable] according to the most current income limits established by HUD), the apparent need for rehabilitation measures to correct relevant housing code or Housing Quality Standard (HQS) deficiencies, and any other pertinent criteria set forth in the approved program design.
4. **Environmental Review:** The Grantee will retain all environmental review responsibilities subject to 24 CFR Part 52, as stated explicitly in Section VII, and will bear all accountability for environmental compliance under HUD monitoring. Grantee staff will complete all HUD environmental review forms and procedures. For tiered reviews, this will include both the broad-level environmental review and all site-specific reviews that follow.

In the course of completing environmental reviews, the Grantee may require site specific information from the Sub-recipient. Such information may include, but is not limited to, proof of compliance with any statute, executive order or regulation where compliance was not achieved at the broad level of review. The Grantee may request any information necessary for the completion of an environmental review at any time, and the Sub-recipient is responsible for providing accurate and complete documentation. The Sub-recipient shall not authorize the start of construction on any project until notified by the Grantee that the environmental review of the project has been completed.

5. **Work write-ups:** For each eligible unit to be assisted, the Sub-recipient will complete a detailed work write-up of the rehabilitation to be performed, including

estimated costs of each activity, materials to be used, and industry or regulatory standards to be met. This write-up will be initialed and dated by the homeowner.

6. **Lead Based Paint:** For each eligible unit to be assisted that was built prior to 1978, the Sub-recipient will take steps to ensure compliance with Lead-Based Paint regulations, 24 CFR 570.608 and 24 CFR Part 35, Subpart B, including but not limited to testing of painted surfaces to identify lead based paint hazards, a plan for addressing any identified hazards in the work plan, assurance that work that disturbs painted surfaces where lead-based paint is identified is performed by contractors who are trained to use “safe work practices” and performance of a “clearance inspection” at the completion of the project to assure that no dust is present that is contaminated with lead based paint. Additionally, all owners and tenants of the properties of will be property notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken.
7. **Asbestos:** For each eligible unit to be assisted, the Sub-recipient will take steps to ensure compliance with the reporting requirements of the Clean Air Act as well as with all survey, reporting and removal requirements contained within 12 NYCRR Part 56.
8. **Bank financing:** For those applicants required to secure a portion of the financing for the rehabilitation work through private loans from a bank or other type of private financial institution, the Sub-recipient agrees to provide assistance to applicants when applying for such complementary financing.
9. **Solicitation and selection of contractors:** The Sub-recipient will assist approved applicants in the identification, solicitation, and selection of contractors qualified to perform the authorized rehabilitation of eligible housing units. The Sub-recipient will use the approved forms and contract formats and will ensure the description of the work contained in any contracts with contractors is accurate and complete. The Sub-recipient also agrees to ensure work-write ups are thorough and detailed in order for contractors to create a reasonable bid on the project.
10. **Periodic and final inspections:** The Sub-recipient will perform periodic site visits to ascertain that approved and contracted rehabilitation work is proceeding properly and satisfactorily, will authorize (with the owner’s written approval, including signature and date) appropriate change orders, and will mediate in the event of owner dissatisfaction with the work done by the contractor. A final inspection will be done by the Sub-recipient, and signed by the property owner prior to final payment to the contractor.

11. **Approval of contractor payments:** As rehabilitation progresses and invoices are submitted by contractors, the Sub-recipient will verify that the expenses are reasonable and the work has been completed properly (including a sign-off by the owner), and will authorize drawdown of funds from the Grantee, and disbursement to the contractors.
12. **Maintenance of case files and other records:** For each applicant, the Sub-recipient will maintain case files, including application and documentation of eligibility, work write-ups, the assistance agreement between the property owner and Sub-recipient (along with repayment/ recapture provisions), documentation of liens and any other forms of security, lead based paint reports and notifications, contractor selection criteria, copy of contract between owner and contractors, documentation on all necessary licenses and permits, site visit/inspection reports (including final inspection), change orders, and approved contractor invoices for payment (with owner sign-off). The Sub-recipient will also maintain appropriate information on persons residing in the property, including a list or lists identifying persons in a project immediately before the project, after project completion, and those moving in during the project, as well as information on those displaced or temporarily relocated (per 24 CFR 570.606 and 24 CFR part 24). The Sub-recipient will maintain these and other program and financial records in accordance with the general requirements for record keeping specified in Section VIII B2 of this Agreement.

C. National Objectives

All activities funded with CDBG funds must meet at least one of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The Sub-recipient certifies that the activity (ies) carried out under this Agreement will benefit low- and moderate-income persons by offering financing to support the rehabilitation of substandard homes and apartments that are occupied by low or moderate income households. For activities benefiting low- and moderate-income persons, the Sub-recipient must adopt and make public the grantee's standards for determining that for housing assisted under the program, the rents of units occupied by low- and moderate-income persons are "affordable."

The occupants of each home must qualify with household income not exceeding the HUD Section 8 Income Limits. Therefore, all assistance provided in the form of rehabilitation financing and all activity delivery expenses will directly benefit low or moderate income persons.

D. Levels of Accomplishment – Goals and Performance Measures

The Sub-recipient agrees to rehabilitate at least nine (9) housing units.

E. Staffing

Compliance with all CDBG regulations and requirements and implementation of the Owner- Occupied Rehabilitation Program will be carried out by the following staff that will be assigned as key personnel and will carry out and will be responsible for their assigned tasks:

Staff Member Title	General Program Duties
Reginald Schweitzer, Executive Director	Overall administration of the Program activities; General program oversight and administration;
Hollie Thesier, Housing Program Director	Assist with revision of forms and procedures; outreach; intake and eligibility determinations; direct the mailing of letters to potential clients, mailing of program handbooks and pre-applications; receive and review applications, interview and verify documentation for qualifying applicants, schedule inspection, supervision of Housing Rehab Coordinator; submission of approved contractor invoices; prepare reports and draws, revision of forms and procedures; qualify potential tenants upon completion, maintain all program records and required grant documentation; ensure compliance upon completion
Gene Bolton, Housing Rehab Coordinator	Stay abreast of rehabilitation costs, materials and best practices; qualify all contractors; inspect each property to determine the scope of rehabilitation required; work write-ups; assist owner in preparing bid packages, solicitation of contractors; assist owner in selecting contractor based on lowest, qualified bid, approval of contractor selection; monitor work in progress; inspect work for compliance with specifications, close out projects, submit progress and final payments; inspect property to ensure compliance throughout the compliance period;
Sarah Millard, Fiscal Director	Financial Records

Any changes in the key personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.

F. Performance Monitoring

The Grantee will monitor the performance of the Sub-recipient against goals and performance standards as stated above. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Sub-recipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

II. TIME OF PERFORMANCE

A. Contract Term.

Services of the Sub-recipient shall start on December 1, 2018 and end on December 31, 2020. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Sub-recipient remains in control of CDBG funds or other CDBG assets, including program income.

B. Project Schedule.

The Sub-recipient will perform the described housing rehabilitation tasks and complete the rehabilitation of eligible units in conformance with the schedule below.

Activity	Planned Finish Date
Forms and Procedures	March 2019
Marketing/Outreach	On-going
Applications/Eligibility Determination	On-going
Awards/Project Selection	On-going
Contracts	On-going
25% of Funds Committed	June 2019
50% of Funds Expended	December 2019
100% of Funds Expended	June 2020
Project Closeout	October 2020

III. BUDGET

A. Line Item Budget

The following is the budget for the housing rehabilitation program to be administered by the Sub-recipient.

Rehabilitation Loans and Grants	\$ 225,520.00
Lead Based Paint Fees	\$ 4,230.00
Administration and Program Delivery	\$ 20,250.00
TOTAL	\$250,000.00

B. Indirect Costs

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C)(2) of this Agreement. In addition, the Grantee may require a more detailed budget breakdown than the one contained herein, and the Sub-recipient shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the Grantee.

IV. PAYMENT

A. Subgrant Amount and Drawdowns

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed \$250,000. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in Section III herein and in accordance with performance.

B. Direct Rehabilitation Expenses.

Payments to contractors should be made on the basis of work completed, with at least 10 percent retained until final inspection and sign-off of the completed rehabilitation by the Sub-recipient's staff and property owner.

*Payment schedules based on number of inspections throughout the process will work, but not an actual schedule as construction timelines can vary based on a number of factors encountered throughout the process.

C. Operation & Administration Expenses

Expenses for general administration shall also be paid against the line item budgets specified in Section III and in accordance with performance.

D. Financial Management Certification

Payments may be contingent upon certification of the Sub-recipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee

Michael Lumbis, Planning & Community Development Director
City of Watertown
245 Washington Street
Watertown, NY 13601
Tel: (315) 785-7734
Fax: (315) 785-7829

Sub-recipient

Reg Schweitzer, CEO/Executive Director
Neighbors of Watertown, Inc.
112 Franklin Street
Watertown, NY 13601
(315) 782-8497
(315) 782-0102

VI. SPECIAL CONDITIONS

N/A

VII. GENERAL CONDITIONS

A. General Compliance

The Sub-recipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Sub-recipient does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Sub-recipient does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Sub-recipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this contract. The Sub-recipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Sub-recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from

payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Sub-recipient is an independent contractor.

C. Hold Harmless

The Sub-recipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Sub-recipient's performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers' Compensation

The Sub-recipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Sub-recipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Sub-recipient shall provide the Grantee with proof of the above insurances and bond, reflecting that the City of Watertown is the loss payee for such coverages, and shall also provide a Certificate of Insurance which reflects that the City is an additional insured on its Commercial General liability (CGL) Insurance and that the City of Watertown will be provided with at least 30 days notice, by the insurer, of any intent to cancel or discontinue the Sub-recipient's coverage.

The Sub-recipient shall comply with the bonding and insurance requirements of 2 CFR 200.325 and 200.447, Bonding and Insurance.

F. Grantee Recognition

The Sub-recipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Sub-recipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee or Sub-recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the

Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Sub-recipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Sub-recipient.

H. Suspension or Termination

In accordance with 2 CFR 200.339, the Grantee may suspend or terminate this Agreement if the Sub-recipient materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Sub-recipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Sub-recipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR 200.340, this Agreement may also be terminated for convenience by either the Grantee or the Sub-recipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Sub-recipient agrees to comply with 2 CFR 200.400-419 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Sub-recipient shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-21, "Cost Principles for Educational Institutions," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

1. Records to be Maintained

The Sub-recipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
- c. Records required determining the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21-28; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

The Sub-recipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's Consolidated Annual Performance and Evaluation Report (CAPER) to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

3. Client Data

The Sub-recipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Sub-recipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Sub-recipient's responsibilities with respect to services provided under this contract, is prohibited by the Privacy Act unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Sub-recipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Sub-recipient has control over CDBG funds, including program income.

6. Audits & Inspections

All Sub-recipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Sub-recipient within 30 days after receipt by the Sub-recipient. Failure of the Sub-recipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Sub-recipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Sub-recipient audits and OMB Circular A-133.

C. Reporting and Payment Procedures

1. Program Income

The Sub-recipient shall report as needed all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. The Sub-recipient will not use any program income. All program income will be returned to the Grantee.

2. Indirect Costs

If indirect costs are charged, the Sub-recipient will develop an indirect cost allocation plan for determining the appropriate Sub-recipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

3. Payment Procedures

The Grantee will pay to the Sub-recipient funds available under this Agreement based upon information submitted by the Sub-recipient and consistent with any approved budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually incurred by the Sub-recipient, and not to exceed actual cash requirements. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Sub-recipient.

4. Progress Reports

The Sub-recipient shall submit monthly Progress Reports to the Grantee in the form and with the content required by the Grantee.

D. Procurement

1. Compliance

The Sub-recipient shall comply with current Grantee policy concerning the purchase of equipment and shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

2. OMB Standards

Unless specified otherwise within this agreement, the Sub-recipient shall procure all materials, property, or services in accordance with the requirements of 2 CFR 200.317-326.

3. Travel

The Sub-recipient shall obtain written approval from the Grantee for any travel outside the greater Watertown area with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR Part 200.311-315 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Sub-recipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.
2. Real property under the Sub-recipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Sub-recipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Sub-recipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Sub-recipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.
3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Sub-recipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Sub-recipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d)

governing optional relocation policies. The Sub-recipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Sub-recipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Sub-recipient agrees to comply with all local and state civil rights ordinances and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Sub-recipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Land Covenants

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Sub-recipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Sub-recipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Sub-recipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794),

which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The Grantee shall provide the Sub-recipient with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. Affirmative Action

1. Approved Plan

The Sub-recipient agrees that it shall be committed to carry out pursuant to the Grantee's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. The Grantee shall provide Affirmative Action guidelines to the Sub-recipient to assist in the formulation of such program. The Sub-recipient shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

2. Women- and Minority-Owned Businesses (W/MBE)

The Sub-recipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Sub-recipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Sub-recipient shall furnish and cause each of its own Sub-recipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Sub-recipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Sub-recipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Sub-recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Sub-recipient, state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Sub-recipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Sub-recipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Sub-recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Sub-recipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Sub-recipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Sub-recipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

The Sub-recipient agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all

contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this contract, shall comply with Federal requirements adopted by the Grantee pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the Sub-recipient of its obligation, if any, to require payment of the higher wage. The Sub-recipient shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3. “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Sub-recipient and any of the Sub-recipient’s Sub-recipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Sub-recipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Sub-recipient further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The Sub-recipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Sub-recipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Sub-recipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Sub-recipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Sub-recipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. Conduct

1. Assignability

The Sub-recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Sub-recipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Sub-recipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Sub-recipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Sub-recipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Sub-recipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Sub-recipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Sub-recipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

- a. The Sub-recipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the Sub-recipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Sub-recipient, or any designated public agency.

5. Lobbying

The Sub-recipient hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer

or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Sub-recipients shall certify and disclose accordingly:

d. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities

The Sub-recipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Sub-recipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C., 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Sub-recipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Sub-recipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Sub-recipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIV. WAIVER

The Grantee's failure to act with respect to a breach by the Sub-recipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XV. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the Grantee and the Sub-recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Sub-recipient with respect to this Agreement.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Watertown, New York

By: _____
Richard M. Finn, City Manager

Neighbors of Watertown, Inc.

By: _____
Reginald J. Schweitzer, Executive Director

Ord No. 1

October 17, 2018

To: The Honorable Mayor and City Council

From: Richard M. Finn, City Manager

Subject: Factory Street - Parking Ordinance

A handwritten signature in black ink, appearing to be 'RMF', is written over the 'From:' line of the memo.

The Factory Street Reconstruction Project is completed. As addressed in the attached report of City Engineer Justin Wood, changes to revise the parking ordinance to update areas where parking is prohibited at all times (not already covered by NYS Vehicle and Traffic Laws has been prepared).

Attached for Council consideration is an Ordinance to address these changes.

ORDINANCE

Page 1 of 2

Amending City Municipal Code § 293, Vehicles and Traffic Factory Street

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark. C.

Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

Introduced by

BE IT ORDAINED that the City Council of the City of Watertown hereby amends the City Municipal Code § 293, Vehicles and Traffic to **add** the following:

§ 293-61. Schedule XIII. Parking Prohibited at All Times

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Factory Street	South	From a point 200' west of Mechanic St. to a point 650' east thereof
Factory Street	South	From High St. to a point 150' west
Factory Street	South	From Huntington St. to a point 200' west
Factory Street	North	From Mill St. to a point 350' east
Factory Street	North	From a point 500' west of Factory Square to Huntington St.

and,

BE IT FURTHER ORDAINED that Chapter 293 of the City Code of the City of Watertown is amended to **delete** the following:

§ 293-61. Schedule XIII. Parking Prohibited at All Times

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Factory Street	Both	From Factory Sq. west for a distance of 140'
Factory Street	South	From Mill Street to Polk Street

and,

ORDINANCE

Page 2 of 2

Amending City Municipal Code § 293,
Vehicles and Traffic
Factory Street

Council Member HENRY-WILKINSON, Ryan J.

Council Member HORBACZ, Cody J.

Council Member RUGGIERO, Lisa A.

Council Member WALCZYK, Mark. C.

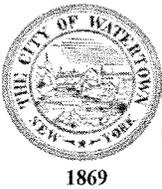
Mayor BUTLER, Jr., Joseph M.

Total

YEA	NAY

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

Seconded by



CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: November 2, 2018

TO: Richard Finn, City Manager

FROM: Justin Wood, City Engineer

SUBJECT: Factory Street - Parking Ordinance

This memo addresses changes to the parking ordinance which resulted from the reconstruction of Factory Street. The enclosed Ordinance specifies areas which parking is prohibited at all times, not already covered by NYS Vehicle and Traffic Laws.

Please forward this memorandum and associated ordinance to City Council for their consideration and approval.

cc: Charles Donoghue, Police Chief
Patrick Keenan, Superintendent of Public Works

Interoffice Memorandum



To: Richard Finn, City Manager
From: Patrick Keenan, Superintendent, Public Works
Date: November 13, 2018
Subject: CitiBus Sunday Service Extension Request

The City of Watertown has provided an extension of its traditional fixed route and para-transit CitiBus service to include Sunday operation for the past 4 years. This service extension came about after requests were received from customers, as well as businesses, and has been supported by the Council.

The increased operating costs for this service have been factored into this year's approved budget. We predict the total cost to be in the \$10,000 range.

CitiBus is poised to operate this enhanced service for a 5-week schedule beginning on November 25th and running through December 23rd. Operational hours will run from 8:20 AM through 4:20 PM. The Sunday service includes an additional shuttle bus that operates between the Salmon Run Mall, Target, Petco and Sams Club. We are requesting formal authorization to proceed with advertising and public service announcements regarding the service extension. Traditionally, this has been discussed as a staff report to Council.

Should you have any questions concerning this service extension, please do not hesitate to contact me at your convenience.

Action: City Manager recommends approval.

A handwritten signature in black ink, appearing to read 'Richard Finn', written over the 'Action' line.



CITY OF WATERTOWN, NEW YORK
PARKS & RECREATION DEPARTMENT

Watertown Municipal Arena
600 William T. Field Drive
Watertown, New York 13601
parksrec@watertown-ny.gov
Phone (315) 785-7775 • Fax (315) 785-7776



Date: November 1, 2018
To: Rick Finn, City Manager
From: Erin E. Gardner, Superintendent of Parks & Recreation
Subject: Public Skating Admission and Rental Waiver for Special Events at the Municipal Arena

The Parks & Recreation Department is requesting permission to waive the admission fee and the skate rental fee to those who bring a toy to donate to the "Toys for Tots" program during our Skate with Santa event on December 15, 2018.

We are also requesting to waive the admission fee and the skate rental fee to those who bring supplies to be donated Hospice of Jefferson County for the Snowtown USA 2019 public skate session in January, 2019.

We feel that this would be an excellent way for the City to give back to the community. I will be present at the meeting to answer any questions that may arise.

ACTION: City Manager recommends approval.

October 31, 2018

To: Richard M. Finn, City Manager
 From: James E. Mills, City Comptroller
 Subject: Year-end Financial Report

Attached for City Council review is the un-audited financial report for the fiscal year ended June 30, 2018. This year's audit conducted by Bowers & Company commenced on November 5th and will continue into December. It is anticipated that the presentation of the independent auditors report will occur in January 2019. A summary by fund for the past fiscal year is as follows:

General Fund

Beginning fund balance and reserve balances		\$ 13,542,170
Prior period adjustment for Federal reimbursement of bus system operating costs		391,004
+ Revenues	\$ 41,761,335	
- Expenses	(42,657,120)	
Net change from operations		(895,785)
Ending fund balances and reserve balances		\$ 13,037,389
Fund balance reserved for encumbrances		(167,452)
Fund balance reserved for capital improvements		(547,782)
Fund balance reserved for sidewalk assessment debt		(173,140)
Fund balance reserved for Fairgrounds Stadium		(3,016)
Fund balance appropriated to subsequent fiscal year		(2,000,000)
Unreserved un-appropriated fund balance		\$ 10,145,999

Forecasted deficits in FY 2018-19 Multi-Year Financial Plan:	FY 2019-20	\$ (3,897,632)
	FY 2020-21	\$ (3,770,524)
	FY 2021-22	\$ (5,247,857)
	FY 2022-23	\$ (5,791,466)
	Total	\$ (18,707,479)

In FY 2012-13 the City received an additional \$3,100,000 of NYS Aid to Municipalities which was placed in a Capital Reserve Fund. The City appropriated \$165,000 in the FY 2018-19 budget leaving \$382,782 to appropriate in future budgets to offset some of the City's General Fund five year capital plan.

Accordingly after the appropriation of the capital reserve fund the forecasted deficits are reduced as presented below. The forecasted deficits are based on various assumptions outlined in the plan one of which is no increases to the tax levy.

	Initial Forecasted Deficits	Appropriation of Capital Reserve Fund	Deficits after Appropriation of Capital Reserve Fund
FY 2019-20	\$ (3,897,632)	\$ 370,000	\$ (3,527,632)
FY 2020-21	\$ (3,770,524)	12,782	\$ (3,757,742)
FY 2021-22	\$ (5,247,857)	-	\$ (5,247,857)
FY 2022-23	\$ (5,791,466)	-	\$ (5,791,466)
Total	\$ (18,707,479)	\$ 382,782	\$ (18,324,697)

Water Fund

Beginning fund balance and reserve balances			\$ 1,407,250
Prior period adjustment for DANC water charges refund due to Defense Contract Audit Agency audit			(203,857)
+ Revenues		\$ 5,377,509	
- Expenses		(5,140,359)	
Net Change from operations			237,150
Change in Workers Compensation Liability			14,732
Change in Accrued Interest Liability			(2,723)
Change in Net Pension Liability			(7,194)
Change in Net OPEB Liability			(77,172)
Ending net assets and restricted balances			1,368,186
Restricted for Debt Service			(32,505)
Fund balance reserved for encumbrances			(18,295)
Fund balance appropriated to subsequent fiscal year			(115,950)
Unreserved un-appropriated fund balance			\$ 1,201,436

The unrestricted net assets amount has been reduced by the amounts the Water Fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$8,486,434, net pension liability of \$170,165, accrued interest in the amount of \$20,124 and its anticipated long-term workers compensation liability for current claims in the amount of \$306,926. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

Sewer Fund

Beginning fund balance and reserve balances			\$ 2,179,856
Prior period adjustment for DANC water charges refund due to Defense Contract Audit Agency audit			(327,804)
+ Revenues		\$ 6,627,051	
- Expenses		(5,722,702)	
Net Change from operations			904,349
Change in Workers Compensation Liability			(500,996)
Change in Accrued Interest Liability			2,956
Change in Net Pension Liability			10,268
Change in OPEB Liability			(48,917)
Ending net assets and restricted balances			2,219,712
Fund balance reserved for encumbrances			(74,174)
Fund balance appropriated to subsequent fiscal year			(456,547)
Unreserved un-appropriated fund balance			\$ 1,688,991

The unrestricted net assets amount has been reduced by the amounts the Sewer Fund is required to include in its financial statements for the other post-employment benefits (OPEB) liability in the amount of \$7,762,301, net pension liability of \$142,415, accrued interest in the amount of \$41,451 and its anticipated long-term workers compensation liability for current claims in the amount of \$594,528. The City continues to meet these obligations on a pay-as-you-go basis and fund them in the year the payments are to be made.

Library Fund

Beginning fund balance and reserve balances			\$ 48,631
+ Revenues		\$ 1,477,423	
- Expenses		(1,424,364)	
Net Change from operations			53,059
Ending fund balances and reserve balances			101,690
Fund balance reserved for encumbrances			-
Fund balance appropriated to subsequent fiscal year			(50,000)
Unreserved un-appropriated fund balance			\$ 51,690

Self-funded Health Insurance Fund

Beginning fund balance and reserve balances			\$ 323,851
+ Revenues		\$ 11,911,879	
- Expenses		(11,503,874)	
Net Change from operations			408,005
Ending fund balances and reserve balances			731,856
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 731,856

Tourism Fund

Beginning fund balance and reserve balances			\$ 19,513
+ Revenues		\$ 213,470	
- Expenses		(200,000)	
Net Change from operations			13,470
Ending fund balances and reserve balances			32,983
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 32,983

Workers Compensation Reserve Fund

Beginning fund balance and reserve balances			\$ 230,659
+ Revenues		\$ 1,137	
- Expenses		-	
Net Change from operations			1,137
Ending fund balances and reserve balances			231,796
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 231,796

Risk Retention Fund

Beginning fund balance and reserve balances			\$ 651,586
+ Revenues		\$ 108,223	
- Expenses		(31,840)	
Net Change from operations			76,383
Ending fund balances and reserve balances			727,969
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 727,969

Debt Service Fund

Beginning fund balance and reserve balances			\$ 31,805
+ Revenues		\$ 18,510	
- Expenses		(31,805)	
Net Change from operations			(13,295)
Ending fund balances and reserve balances			18,510
Fund balance appropriated to subsequent fiscal year			-
Unreserved un-appropriated fund balance			\$ 18,510

**CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018**

GENERAL FUND SUMMARY

General Fund Summary	2017-18 Adopted Budget	YTD Actual	%	Prior YTD Actual	2016-17 Actual
Revenues	\$ 41,195,600	\$ 41,761,335	101.37%	\$ 40,845,414	\$ 40,845,417
Expenditures (1)	\$ 43,813,244	\$ 42,657,120	97.36%	\$ 40,180,818	\$ 40,180,817
Net Change in Fund Balance	\$ (2,617,644)	\$ (895,785)		\$ 664,596	\$ 664,600

(1) Expenditure budget amount includes \$340,699 of encumbrances carried over from FY 2016/17. The original FY 2017/18 Adopted Budget appropriated \$1,510,845 of fund balance. Subsequent budget re-adoptions appropriated an additional \$766,100 of fund balance for the Thompson Park wall repair (\$125,000), the cleaning of the hydro-electric facility windings (\$70,000), the City's share of the splash pad (\$170,000), the Massey Street fire station roof (\$225,000) and the Arsenal Street bridge reconstruction lights and storm sewer drainage improvements (\$176,000).

GENERAL FUND REVENUES

General fund revenues are up \$915,921 or 2.24% compared to last year due mostly to the sale of excess hydro-electricity (\$46,675), property taxes (\$349,585) and sales tax (\$608,168). The 10 largest general fund budgeted revenues account for over 92% of the total general fund revenues. A summary of general fund revenues is as follows:

GENERAL FUND REVENUES	2017-18 Adopted Budget	YTD Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17 Actual
State Admin. Sales & Use Tax	\$ 18,275,000	\$ 18,424,974	100.82%	\$ 17,816,807	\$ 17,816,807
Real Property Tax Items	\$ 9,111,644	\$ 8,998,253	98.76%	\$ 8,687,919	\$ 8,687,919
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,703,208	\$ 4,703,208
Sale of Surplus Power	\$ 3,820,000	\$ 4,803,579	125.75%	\$ 4,756,904	\$ 4,756,904
Refuse and Garbage Charges	\$ 878,000	\$ 870,171	99.11%	\$ 827,556	\$ 827,556
State Aid, Mortgage Tax	\$ 325,000	\$ 303,280	93.32%	\$ 263,961	\$ 263,961
Utilities Gross Income Tax	\$ 283,000	\$ 291,913	103.15%	\$ 274,504	\$ 274,504
Interfund Transfers	\$ 200,000	\$ 336,475	168.24%	\$ 259,058	\$ 259,058
State Mass Transportation Assistance	\$ 268,000	\$ 282,165	105.29%	\$ 279,926	\$ 279,926
Bus Fares	\$ 135,000	\$ 133,058	98.56%	\$ 131,183	\$ 131,183
Subtotal	\$ 37,998,852	\$ 39,147,077	103.02%	\$ 38,001,025	\$ 38,001,026
All Other General Fund Revenues	\$ 3,196,748	\$ 2,614,258	81.78%	\$ 2,844,389	\$ 2,844,391
Total	\$ 41,195,600	\$ 41,761,335	101.37%	\$ 40,845,414	\$ 40,845,417

Real Property Taxes: Gross property tax revenue for FY 17-18 was \$9,104,893 which represents an increase of \$349,585 or 4.00% over FY 16-17.

Interest and Penalties on Property Taxes: Revenue was up compared to last year by \$31,491 or 18.62%.

Sales Tax Revenue: The City's sales tax collections finished up compared to last year by \$608,168 or 3.41%. Compared to the adopted budget revenue was up by \$149,974 or 0.82%.

Sale of Surplus Power: The City's sale of surplus power was up \$46,676 or 0.98% compared to last year. Compared to budget revenue was up \$983,579 or 25.75%.

Utilities Gross Income Tax Revenue: Under General Municipal Law, the City imposes a 1% tax on the gross income from every utility doing business in the City. Revenue was up compared to last year by \$17,409 or 6.34%.

Mortgage Tax Revenue: The City receives 1/2% tax for each mortgage recorded on property located within the City. Revenue for the year was up \$39,320 or 14.90% compared to last year.

NYS Unrestricted Aid and AIM funding: The City's revenue from the NYS Aid and Incentives to Municipalities (AIM) program has remained at the same level since FY 2011-12 with the exception of the one-time spin-up of \$3,100,000 received in FY 2012/13 that was placed into a Capital Reserve Fund.

**CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018**

GENERAL FUND EXPENDITURES

The following 10 departments / categories represent nearly 84% of the General Fund budgeted expenditures. General fund expenditures increased by \$2,476,302 or 6.16% compared to last year mostly due to the increased cost of health insurance premiums (\$1,052,878), and the transfers to the Capital Fund (\$366,130).

GENERAL FUND EXPENDITURES	2017-18		Y-T-D % of Budget	Prior Y-T-D	2016-17	
	Adopted Budget	YTD Actual			Actual	
Fire	\$ 8,670,622	\$ 9,602,040	110.74%	\$ 9,546,189	\$ 9,546,189	
Police	\$ 8,650,697	\$ 8,555,490	98.90%	\$ 8,193,386	\$ 8,193,386	
Department of Public Works	\$ 5,412,372	\$ 4,995,019	92.29%	\$ 4,655,722	\$ 4,655,721	
Health Insurance-Retirees	\$ 4,214,012	\$ 4,298,415	102.00%	\$ 3,669,936	\$ 3,669,936	
Debt Service	\$ 3,034,444	\$ 2,996,516	98.75%	\$ 2,834,144	\$ 2,834,144	
Parks and Recreation	\$ 1,875,742	\$ 1,932,369	103.02%	\$ 1,945,242	\$ 1,945,241	
Library Transfer	\$ 1,399,839	\$ 1,399,839	100.00%	\$ 1,148,599	\$ 1,148,599	
Bus	\$ 1,136,122	\$ 934,948	82.29%	\$ 979,356	\$ 979,356	
Traffic Control & Lighting	\$ 858,939	\$ 874,929	101.86%	\$ 773,188	\$ 773,188	
Transfer to Capital Projects	\$ 1,379,500	\$ 1,249,614	90.58%	\$ 883,484	\$ 883,484	
SUBTOTAL	\$ 36,632,289	\$ 36,839,179	100.56%	\$ 34,629,245	\$ 34,629,244	
All Other Departments/Transfers	\$ 7,180,954	\$ 5,817,941	81.02%	\$ 5,551,573	\$ 5,551,573	
TOTAL	\$ 43,813,244	\$ 42,657,120	97.36%	\$ 40,180,818	\$ 40,180,817	

GENERAL FUND - PERSONAL SERVICES

Personal service expenditures account for over 38% of the general fund budgeted expenditures. The following table presents the 10 largest departmental budgeted personal services. These 10 departments represent over 76% of the budgeted general fund personal service expenditures. Fire department overtime increased compared to last year by \$142,242 or 19.75%. Police department overtime increased by \$48,338 or 14.66%.

Department	2017-18		Y-T-D % of Budget	Prior Y-T-D	2016-17	
	Adopted Budget	YTD Actual			Actual	
Fire	\$ 5,102,606	\$ 5,900,227	115.63%	\$ 5,353,346	\$ 5,353,346	
Police	\$ 5,107,478	\$ 5,199,711	101.81%	\$ 4,717,896	\$ 4,717,896	
DPW Snow Removal	\$ 495,247	\$ 637,308	128.68%	\$ 588,197	\$ 588,197	
Engineering	\$ 428,283	\$ 427,335	99.78%	\$ 419,158	\$ 419,158	
Municipal Executive	\$ 251,036	\$ 253,517	100.99%	\$ 406,724	\$ 406,724	
DPW Central Garage	\$ 377,571	\$ 347,467	92.03%	\$ 358,444	\$ 358,444	
Comptroller	\$ 345,645	\$ 352,405	101.96%	\$ 344,816	\$ 344,816	
DPW Refuse & Garbage	\$ 348,465	\$ 297,690	85.43%	\$ 270,835	\$ 270,835	
Bus	\$ 478,021	\$ 399,495	83.57%	\$ 292,204	\$ 292,204	
DPW Administration	\$ 256,507	\$ 280,825	109.48%	\$ 251,183	\$ 251,183	
SUBTOTAL	\$ 13,190,859	\$ 14,095,979	106.86%	\$ 13,002,803	\$ 13,002,803	
All Other Departments	\$ 4,262,481	\$ 3,309,415	77.64%	\$ 2,879,651	\$ 2,879,651	
TOTAL	\$ 17,453,340	\$ 17,405,395	99.73%	\$ 15,882,453	\$ 15,882,453	

**CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018**

WATER FUND

Revenues decreased compared to last year by \$38,467 or 0.71% due primarily to the reduction in water provided to the Army via DANC. Revenues received from DANC were down \$238,200 compared to last year. Water revenues from City customers increased \$219,516 or 6.29% over last year. Expenditures increased by \$338,561 or 7.05% compared to last year mostly due to the increased health insurance premiums (\$95,895).

Water Fund Summary	2017-18 Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17 Actual
Revenues	\$ 5,573,000	\$ 5,377,509	96.49%	\$ 5,415,975	\$ 5,415,974
Expenditures (1)	\$ 5,542,308	\$ 5,140,359	92.75%	\$ 4,801,798	\$ 4,801,799
Net Change in Fund Balance	\$ 30,692	\$ 237,150		\$ 614,177	\$ 614,175

(1) Expenditure budget amount includes \$28,983 of encumbrances carried over from FY 2016/17. FY 2017/18 Adopted Budget appropriated \$-0- of fund balance.

SEWER FUND

Revenues increased compared to last year by \$472,969 or 7.69% mostly due to increased revenues from leachate and sludge haulers (\$401,753) and other governments (\$65,949) such as the Town of Watertown. Expenditures were down by \$741,479 or 11.47% due to the decrease in transfers to the Capital Fund (\$714,874).

Sewer Fund Summary	2017-18 Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17 Actual
Revenues	\$ 6,217,000	\$ 6,627,051	106.60%	\$ 6,154,083	\$ 6,154,084
Expenditures (1)	\$ 6,342,835	\$ 5,722,702	90.22%	\$ 6,464,181	\$ 6,464,182
Net Change in Fund Balance	\$ (125,835)	\$ 904,350		\$ (310,098)	\$ (310,098)

(1) Expenditure budget amount includes \$12,864 of encumbrances carried over from FY 2016/17. FY 2017/18 Adopted Budget appropriated \$112,971 of fund balance.

LIBRARY FUND

Excluding the transfer from the General Fund, revenues increased compared to last year by \$4,790 or 6.58% mostly due to a transfer of \$9,298 of a serial bond premium received in Fiscal Year 2016-17. Otherwise fine revenues decreased \$5,844. Expenditures increased compared to last year by \$164,115 or 13.02% due to the increase in health insurance premiums of \$40,403 or 17.72% and the increase in debt service of \$126,307 or 321.73% for the HVAC project.

Library Fund Summary	2017-18 Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17 Actual
Revenues	\$ 1,474,444	\$ 1,477,423	100.20%	\$ 1,221,392	\$ 1,221,393
Expenditures	\$ 1,482,543	\$ 1,424,364	96.08%	\$ 1,260,248	\$ 1,260,247
Net Change in Fund Balance	\$ (8,099)	\$ 53,059		\$ (38,856)	\$ (38,854)

(1) Expenditure budget amount includes \$7,749 of encumbrances carried over from FY 2016/17. FY 2017/18 Adopted Budget appropriated \$-0- of fund balance.

The majority of the Library revenues shown in this fund are a result of the library transfer expense (\$921,428) shown up above in the General Fund Expenditures section. All available library revenues such as fines and grants are utilized prior to any transfer from the General Fund.

SELF-INSURANCE FUND

Revenues increased compared to last year by \$2,453,013 or 25.93% due to the 18.38% increase in premiums and increase of \$1,013,704 or 157.12% in stop insurance proceeds. Expenditures increased by \$706,155 or 6.54% compared to last year.

Self-Insurance Fund Summary	2017-18 Adopted Budget	Y-T-D Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17 Actual
Revenues	\$ 11,603,275	\$ 11,911,879	102.66%	\$ 9,458,865	\$ 9,458,867
Expenditures	\$ 11,603,275	\$ 11,503,874	99.14%	\$ 10,797,719	\$ 10,797,719
Net Change in Fund Balance	\$ -	\$ 408,005		\$ (1,338,853)	\$ (1,338,852)

CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018

	2017-18	YTD Actual	Y-T-D % of Budget	Prior Y-T-D	2016-17	Current YTD vs. Prior YTD	
	Adopted Budget				Actual	Variance	%
General Fund Revenues							
Real Property Taxes	\$ 9,105,044	\$ 9,099,271	99.94%	\$ 8,749,686	\$ 8,749,686	\$ 349,585	4.00%
Special Assessments (sidewalks)	\$ 6,600	\$ 5,141	77.89%	\$ 4,265	\$ 4,265	\$ 876	20.53%
Real Property Tax Reserve	\$ -	\$ (106,158)	0.00%	\$ (66,032)	\$ (66,032)	\$ (40,126)	60.77%
Federal Payments in Lieu of Taxes	\$ 47,000	\$ 49,744	105.84%	\$ 45,600	\$ 45,600	\$ 4,144	9.09%
Other Payments in Lieu of Taxes	\$ 109,000	\$ 86,687	79.53%	\$ 116,499	\$ 116,499	\$ (29,812)	-25.59%
Interest/Penalties on Property Taxes	\$ 160,000	\$ 200,632	125.39%	\$ 169,140	\$ 169,140	\$ 31,491	18.62%
State Admin. Sales & Use Tax	\$ 18,275,000	\$ 18,424,974	100.82%	\$ 17,816,807	\$ 17,816,807	\$ 608,168	3.41%
Utilities Gross Income Tax	\$ 283,000	\$ 291,913	103.15%	\$ 274,504	\$ 274,504	\$ 17,409	6.34%
Franchises	\$ 367,000	\$ 365,200	99.51%	\$ 365,158	\$ 365,158	\$ 42	0.01%
Tax Sale Advertising	\$ 18,000	\$ 18,440	102.44%	\$ 18,505	\$ 18,505	\$ (65)	-0.35%
Comptroller's Fees	\$ 8,000	\$ 10,329	129.12%	\$ 9,587	\$ 9,587	\$ 742	7.74%
Assessor's Fees	\$ 500	\$ 591	118.10%	\$ 303	\$ 303	\$ 287	94.72%
Clerk Fees	\$ 118,000	\$ 127,822	108.32%	\$ 119,255	\$ 119,255	\$ 8,567	7.18%
Civil Service Fees	\$ 250	\$ 1,320	528.00%	\$ 4,158	\$ 4,158	\$ (2,838)	-68.25%
Police Fees	\$ 12,000	\$ 27,836	231.97%	\$ 1,766	\$ 1,766	\$ 26,070	1476.07%
Demolition Charges	\$ -	\$ 21,348	0.00%	\$ 35,833	\$ 35,833	\$ (14,485)	-40.42%
Public Works Fees	\$ 75,000	\$ 82,281	109.71%	\$ 66,979	\$ 66,979	\$ 15,303	22.85%
DPW Charges - Fuel	\$ 21,000	\$ 20,642	98.29%	\$ 18,357	\$ 18,357	\$ 2,285	12.45%
Bus Fares	\$ 135,000	\$ 133,058	98.56%	\$ 131,183	\$ 131,183	\$ 1,875	1.43%
Bus Advertising	\$ 15,000	\$ 14,025	93.50%	\$ 14,950	\$ 14,950	\$ (925)	-6.19%
Parks & Recreation Charges	\$ 44,490	\$ 48,010	107.91%	\$ 46,623	\$ 46,623	\$ 1,387	2.97%
Field Use Charges	\$ 47,116	\$ 42,347	89.88%	\$ 41,799	\$ 41,799	\$ 549	1.31%
Recreation Concessions	\$ 117,000	\$ 158,545	135.51%	\$ 128,197	\$ 128,197	\$ 30,348	23.67%
Stadium Charges	\$ 11,380	\$ 16,904	148.54%	\$ 13,330	\$ 13,330	\$ 3,574	26.81%
Arena Fees	\$ 50,000	\$ 28,933	57.87%	\$ 30,334	\$ 30,334	\$ (1,401)	-4.62%
Skating Rink Charges	\$ 258,300	\$ 235,010	90.98%	\$ 223,646	\$ 223,646	\$ 11,364	5.08%
Zoning Fees	\$ 5,000	\$ 3,810	76.20%	\$ 3,975	\$ 3,975	\$ (165)	-4.15%
Refuse and Garbage Charges	\$ 471,000	\$ 453,340	96.25%	\$ 443,015	\$ 443,015	\$ 10,326	2.33%
Toter Fees	\$ 407,000	\$ 416,831	102.42%	\$ 384,541	\$ 384,541	\$ 32,289	8.40%
Sale of Surplus Power	\$ 3,820,000	\$ 4,803,579	125.75%	\$ 4,756,904	\$ 4,756,904	\$ 46,675	0.98%
Taxes/Assessment Svcs. Other Govt.	\$ 5,185	\$ 5,185	100.00%	\$ 5,197	\$ 5,197	\$ (12)	-0.23%
Civil Service Charges-School District	\$ 26,000	\$ 24,055	92.52%	\$ 25,600	\$ 25,600	\$ (1,545)	-6.04%
Police Services	\$ 98,000	\$ 94,947	96.88%	\$ 101,744	\$ 101,744	\$ (6,797)	-6.68%
Transportation Services, Other Govts.	\$ 5,600	\$ 5,600	100.00%	\$ 5,600	\$ 5,600	\$ -	0.00%
Interest and Earnings	\$ 63,000	\$ 51,092	81.10%	\$ 12,886	\$ 12,886	\$ 38,207	296.51%
Rental of Real Property	\$ 78,675	\$ 76,551	97.30%	\$ 76,034	\$ 76,034	\$ 517	0.68%
Business and Occupational Licenses	\$ 7,650	\$ 7,405	96.80%	\$ 9,775	\$ 9,775	\$ (2,370)	-24.25%
Games of Chance Licenses	\$ 100	\$ 80	80.00%	\$ 60	\$ 60	\$ 20	33.33%
Bingo Licenses	\$ 2,500	\$ 2,291	91.64%	\$ 2,750	\$ 2,750	\$ (459)	-16.70%
Building & Alterations Permits	\$ 75,000	\$ 75,876	101.17%	\$ 92,393	\$ 92,393	\$ (16,518)	-17.88%
City Permits	\$ 7,000	\$ 6,325	90.36%	\$ 13,451	\$ 13,451	\$ (7,126)	-52.98%
Sanitary Sewer Permits	\$ 7,000	\$ 2,975	42.50%	\$ 4,675	\$ 4,675	\$ (1,700)	-36.36%
Storm Sewer Permits	\$ 1,000	\$ 2,950	295.00%	\$ 3,625	\$ 3,625	\$ (675)	-18.62%
Fines & Forfeited Bail	\$ 116,000	\$ 94,796	81.72%	\$ 117,388	\$ 117,388	\$ (22,592)	-19.25%
Scrap & Excess Materials Sale	\$ 15,000	\$ 13,188	87.92%	\$ 4,455	\$ 4,455	\$ 8,733	196.01%
Sale of Real Property	\$ 25,000	\$ 2,458	9.83%	\$ 52,633	\$ 52,633	\$ (50,175)	-95.33%
Sale of Equipment	\$ 15,000	\$ 32,592	217.28%	\$ 10,695	\$ 10,695	\$ 21,898	204.75%
Insurance Recoveries	\$ 20,000	\$ 33,245	166.23%	\$ 29,827	\$ 29,827	\$ 3,419	11.46%
Refund of Prior Year Expense	\$ 107,000	\$ 37,743	35.27%	\$ 2,323	\$ 2,323	\$ 35,420	1525.00%
Gifts & Donations	\$ 5,500	\$ 6,750	122.73%	\$ 10,222	\$ 10,222	\$ (3,472)	-33.97%
Other Unclassified Revenues	\$ 1,000	\$ 1,549	154.92%	\$ 1,541	\$ 1,541	\$ 8	0.51%
Payment Processing Fees	\$ 7,000	\$ 10,141	144.87%	\$ 7,996	\$ 7,996	\$ 2,145	26.83%
Central Printing & Mailing	\$ 6,000	\$ 5,548	92.46%	\$ 5,209	\$ 5,209	\$ 339	6.51%
Central Garage	\$ 85,000	\$ 86,028	101.21%	\$ 75,946	\$ 75,946	\$ 10,082	13.28%
State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	100.00%	\$ 4,703,208	\$ 4,703,208	\$ -	0.00%
State Aid, Mortgage Tax	\$ 325,000	\$ 303,280	93.32%	\$ 263,961	\$ 263,961	\$ 39,320	14.90%
State Aid, Other	\$ 1,000	\$ 775	77.50%	\$ 664	\$ 664	\$ 111	16.72%
State Reimbursement-Worker's Comp.	\$ 46,000	\$ 18,762	40.79%	\$ 42,275	\$ 42,275	\$ (23,513)	-55.62%
State Reimbursement-Court Security	\$ 34,000	\$ 30,961	91.06%	\$ 28,433	\$ 28,433	\$ 2,528	8.89%
State Reimbursement-Court Postage	\$ 1,752	\$ 1,752	100.00%	\$ 1,752	\$ 1,752	\$ -	0.00%
State Reimbursement-CHIPS	\$ 162,000	\$ 212,415	131.12%	\$ 266,410	\$ 266,410	\$ (53,995)	-20.27%
State Mass Transportation Assistance	\$ 268,000	\$ 282,165	105.29%	\$ 279,926	\$ 279,926	\$ 2,239	0.80%

CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018

	2017-18		Y-T-D % of Budget	Prior Y-T-D	2016-17		Current YTD vs. Prior YTD	
	Adopted Budget	YTD Actual			Actual	Variance	%	
State Aid-Bus Projects	\$ 6,200	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%
State Aid, Other Home & Community Service	\$ 172,750	\$ 102,507	0.00%	\$ 27,684	\$ 27,684	\$ (27,684)	\$ -	-100.00%
Federal Aid Police Block Grant	\$ 53,000	\$ 4,004	7.55%	\$ 323,351	\$ 323,351	\$ (319,347)	\$ -	-98.76%
Federal Aid Highway Safety	\$ 6,800	\$ 3,257	47.89%	\$ 7,803	\$ 7,803	\$ (4,546)	\$ -	-58.26%
Federal Transportation Assistance	\$ 450,000	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%
Interfund Transfers	\$ 200,000	\$ 336,475	168.24%	\$ 259,058	\$ 259,058	\$ 77,417	\$ -	29.88%
Total Revenue	\$ 41,195,600	\$ 41,761,335	101.37%	\$ 40,845,414	\$ 40,845,417	\$ 915,921	\$ -	2.24%
Appropriated Fund Balance	\$ 2,617,644	\$ 895,785	34.22%	\$ -	\$ -	\$ 895,785	\$ -	#DIV/0!
Revenue and Fund Balance	\$ 43,813,244	\$ 42,657,120	97.36%	\$ 40,845,414	\$ 40,845,417	\$ 1,811,706	\$ -	4.44%

General Fund Expenditures

Legislative Board	\$ 78,319	\$ 93,391	119.24%	\$ 77,543	\$ 77,543	\$ 15,849	\$ -	20.44%
Mayor	\$ 29,543	\$ 30,388	102.86%	\$ 28,810	\$ 28,810	\$ 1,577	\$ -	5.48%
Municipal Executive	\$ 472,107	\$ 569,066	120.54%	\$ 386,549	\$ 386,549	\$ 182,518	\$ -	47.22%
Comptroller	\$ 580,344	\$ 580,564	100.04%	\$ 547,384	\$ 547,384	\$ 33,181	\$ -	6.06%
Purchasing	\$ 146,086	\$ 144,681	99.04%	\$ 142,146	\$ 142,146	\$ 2,535	\$ -	1.78%
Assessment	\$ 285,989	\$ 295,170	103.21%	\$ 288,436	\$ 288,436	\$ 6,734	\$ -	2.33%
Tax Advertising	\$ 20,000	\$ 19,425	97.12%	\$ 21,323	\$ 21,323	\$ (1,899)	\$ -	-8.90%
Property Acquired for Taxes	\$ 25,850	\$ 2,722	10.53%	\$ 9,977	\$ 9,977	\$ (7,255)	\$ -	-72.72%
Fiscal Agent Fees	\$ 800	\$ -	0.00%	\$ 800	\$ 800	\$ (800)	\$ -	-100.00%
Clerk	\$ 222,421	\$ 194,346	87.38%	\$ 210,780	\$ 210,780	\$ (16,434)	\$ -	-7.80%
Law	\$ 319,500	\$ 460,158	144.02%	\$ 490,999	\$ 490,999	\$ (30,841)	\$ -	-6.28%
Civil Service	\$ 66,263	\$ 60,738	91.66%	\$ 62,564	\$ 62,564	\$ (1,826)	\$ -	-2.92%
Engineering	\$ 723,861	\$ 654,821	90.46%	\$ 604,752	\$ 604,752	\$ 50,069	\$ -	8.28%
DPW Administration	\$ 513,686	\$ 512,051	99.68%	\$ 488,484	\$ 488,484	\$ 23,566	\$ -	4.82%
Buildings	\$ 215,956	\$ 168,961	78.24%	\$ 183,518	\$ 183,518	\$ (14,558)	\$ -	-7.93%
Central Garage	\$ 824,568	\$ 749,489	90.89%	\$ 681,326	\$ 681,326	\$ 68,164	\$ -	10.00%
Central Printing & Mailing	\$ 70,126	\$ 57,690	82.27%	\$ 57,688	\$ 57,688	\$ 1	\$ -	0.00%
Information Technology	\$ 518,783	\$ 427,972	82.50%	\$ 506,054	\$ 506,054	\$ (78,082)	\$ -	-15.43%
Judgements & Claims	\$ 5,000	\$ -	0.00%	\$ 2,802	\$ 2,802	\$ (2,802)	\$ -	-100.00%
Taxes on Property	\$ 21,250	\$ 21,125	99.41%	\$ 21,863	\$ 21,863	\$ (738)	\$ -	-3.38%
Contingency	\$ 1,064,972	\$ -	0.00%	\$ -	\$ -	\$ -	\$ -	0.00%
Police	\$ 8,650,697	\$ 8,555,490	98.90%	\$ 8,193,386	\$ 8,193,386	\$ 362,104	\$ -	4.42%
Fire	\$ 8,670,622	\$ 9,602,040	110.74%	\$ 9,546,189	\$ 9,546,189	\$ 55,852	\$ -	0.59%
Control of Animals	\$ 101,231	\$ 94,366	93.22%	\$ 103,057	\$ 103,057	\$ (8,691)	\$ -	-8.43%
Safety Inspection	\$ 555,869	\$ 493,397	88.76%	\$ 488,133	\$ 488,133	\$ 5,264	\$ -	1.08%
DPW Municipal Maintenance	\$ 554,316	\$ 545,431	98.40%	\$ 444,847	\$ 444,847	\$ 100,584	\$ -	22.61%
DPW Road Maintenance	\$ 883,652	\$ 695,172	78.67%	\$ 725,254	\$ 725,254	\$ (30,083)	\$ -	-4.15%
DPW Snow Removal	\$ 1,262,091	\$ 1,355,286	107.38%	\$ 1,187,672	\$ 1,187,672	\$ 167,614	\$ -	14.11%
Hydro Electric Production	\$ 471,139	\$ 439,390	93.26%	\$ 349,882	\$ 349,882	\$ 89,508	\$ -	25.58%
Traffic Control & Lighting	\$ 858,939	\$ 874,929	101.86%	\$ 773,188	\$ 773,188	\$ 101,741	\$ -	13.16%
Bus	\$ 1,136,122	\$ 934,948	82.29%	\$ 979,356	\$ 979,356	\$ (44,408)	\$ -	-4.53%
Off Street Parking	\$ 79,400	\$ 68,782	86.63%	\$ 42,971	\$ 42,971	\$ 25,810	\$ -	60.06%
Community Action	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	\$ -	0.00%
Publicity	\$ 3,500	\$ 4,789	136.84%	\$ 4,378	\$ 4,378	\$ 411	\$ -	9.39%
Recreation Administration	\$ 287,081	\$ 293,048	102.08%	\$ 276,602	\$ 276,602	\$ 16,447	\$ -	5.95%
Thompson Park	\$ 467,604	\$ 404,256	86.45%	\$ 482,553	\$ 482,553	\$ (78,297)	\$ -	-16.23%
Recreation Playgrounds	\$ 45,976	\$ 53,453	116.26%	\$ 97,972	\$ 97,972	\$ (44,519)	\$ -	-45.44%
Recreation Fairgrounds	\$ 161,994	\$ 191,274	118.07%	\$ 184,883	\$ 184,883	\$ 6,391	\$ -	3.46%
Recreation Outdoor Winter Activities	\$ -	\$ -	0.00%	\$ 147	\$ 147	\$ (147)	\$ -	-100.00%
Recreation Athletic Programs	\$ 142,240	\$ 138,352	97.27%	\$ 158,938	\$ 158,938	\$ (20,586)	\$ -	-12.95%
Recreation Swimming Pools	\$ 150,305	\$ 173,111	115.17%	\$ 162,899	\$ 162,899	\$ 10,212	\$ -	6.27%
Recreation Ice Arena	\$ 620,542	\$ 678,874	109.40%	\$ 581,394	\$ 581,394	\$ 97,480	\$ -	16.77%
Zoning	\$ 3,000	\$ 4,991	166.36%	\$ 3,284	\$ 3,284	\$ 1,707	\$ -	51.99%
Planning	\$ 507,351	\$ 321,054	63.28%	\$ 238,133	\$ 238,133	\$ 82,921	\$ -	34.82%
DPW Storm Sewer	\$ 412,193	\$ 308,971	74.96%	\$ 263,462	\$ 263,462	\$ 45,509	\$ -	17.27%
DPW Refuse & Garbage	\$ 961,865	\$ 828,619	86.15%	\$ 864,676	\$ 864,676	\$ (36,057)	\$ -	-4.17%
Worker's Compensation	\$ 89,000	\$ 106,008	119.11%	\$ 102,006	\$ 102,006	\$ 4,002	\$ -	3.92%
Unemployment Insurance	\$ 10,000	\$ 4,691	46.91%	\$ 6,675	\$ 6,675	\$ (1,984)	\$ -	-29.72%
Health Insurance-Retirees	\$ 4,214,012	\$ 4,298,415	102.00%	\$ 3,669,936	\$ 3,669,936	\$ 628,479	\$ -	17.13%
Medicare Reimbursements	\$ 388,296	\$ 401,210	103.33%	\$ 361,682	\$ 361,682	\$ 39,529	\$ -	10.93%
Compensated Absences	\$ -	\$ (6,354)	0.00%	\$ (42,624)	\$ (42,624)	\$ 36,270	\$ -	-85.09%

CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018

	2017-18		Y-T-D % of Budget	Prior Y-T-D	2016-17		Current YTD vs. Prior YTD	
	Adopted Budget	YTD Actual			Actual	Variance	%	
Other Employee Benefits	\$ 5,000	\$ 4,400	88.00%	\$ 4,361	\$ 4,361	\$ 39	0.90%	
General Liability Reserve Transfer	\$ 75,000	\$ 75,000	100.00%	\$ 75,000	\$ 75,000	\$ -	0.00%	
Library Transfer	\$ 1,399,839	\$ 1,399,839	100.00%	\$ 1,148,599	\$ 1,148,599	\$ 251,240	21.87%	
Serial Bonds - Principal	\$ 2,329,357	\$ 2,322,200	99.69%	\$ 2,152,872	\$ 2,152,872	\$ 169,328	7.87%	
Serial Bonds-Interest	\$ 705,087	\$ 674,316	95.64%	\$ 681,272	\$ 681,272	\$ (6,956)	-1.02%	
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ 121,000	\$ 121,000	\$ (121,000)	-100.00%	
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ 24,500	\$ 24,500	\$ (24,500)	-100.00%	
Capital Fund Transfer	\$ 1,379,500	\$ 1,249,614	90.58%	\$ 883,484	\$ 883,484	\$ 366,130	41.44%	
Black River Trust Fund Transfer	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	\$ -	0.00%	
TOTAL	\$ 43,813,244	\$ 42,657,120	97.36%	\$ 40,180,818	\$ 40,180,817	\$ 2,476,302	6.16%	

Water Fund Revenues

Water Rents	\$ 3,518,000	\$ 3,708,425	105.41%	\$ 3,488,909	\$ 3,488,909	\$ 219,516	6.29%
Unmetered Water	\$ 10,000	\$ 4,728	47.28%	\$ 12,756	\$ 12,756	\$ (8,029)	-62.94%
Outside User Fees	\$ 1,593,000	\$ 1,313,038	82.43%	\$ 1,541,172	\$ 1,541,172	\$ (228,134)	-14.80%
Water Service Charges	\$ 75,000	\$ 40,338	53.78%	\$ 46,945	\$ 46,945	\$ (6,607)	-14.07%
Interest & Penalties on Water Rents	\$ 62,000	\$ 55,780	89.97%	\$ 49,485	\$ 49,485	\$ 6,295	12.72%
Interest Earnings	\$ 2,000	\$ 12,868	643.41%	\$ 2,359	\$ 2,359	\$ 10,509	445.41%
Sale of Scrap	\$ 3,000	\$ 4,476	149.21%	\$ 3,743	\$ 3,743	\$ 733	19.59%
Sale of Equipment	\$ -	\$ 6,134	0.00%	\$ -	\$ -	\$ 6,134	#DIV/0!
Insurance Recoveries	\$ 1,000	\$ 79	7.92%	\$ 1,001	\$ 1,001	\$ (922)	-92.09%
Refund of Prior Years Expenditure	\$ -	\$ 24,655	0.00%	\$ -	\$ -	\$ 24,655	#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ 5,220	\$ 5,220	\$ (5,220)	-100.00%
Unclassified Revenues	\$ 1,000	\$ 1,899	189.92%	\$ 2,795	\$ 2,795	\$ (895)	-32.04%
Payment Processing Fees	\$ 5,000	\$ 5,972	119.44%	\$ 5,323	\$ 5,323	\$ 650	12.20%
Metered Water Sales Funds	\$ 212,000	\$ 137,493	64.86%	\$ 180,308	\$ 180,308	\$ (42,816)	-23.75%
State Aid - Home & Community	\$ 90,000	\$ 17,081	18.98%	\$ 15,958	\$ 15,958	\$ -	0.00%
Interfund Transfers	\$ 1,000	\$ 44,542	4454.15%	\$ 60,000	\$ 60,000	\$ (15,458)	-25.76%
Total Revenue	\$ 5,573,000	\$ 5,377,509	96.49%	\$ 5,415,975	\$ 5,415,974	\$ (38,467)	-0.71%
Appropriated Fund Balance	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Revenue and Fund Balance	\$ 5,573,000	\$ 5,377,509	96.49%	\$ 5,415,975	\$ 5,415,974	\$ (38,467)	-0.71%

Water Fund Expenditures

Taxes on Property	\$ 825	\$ 796	96.47%	\$ 789	\$ 789	\$ 6	0.81%
Contingency	\$ 51,082	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Water Administration	\$ 249,237	\$ 237,001	95.09%	\$ 241,725	\$ 241,725	\$ (4,724)	-1.95%
Source of Supply, Power and Pump	\$ 653,400	\$ 584,509	89.46%	\$ 526,377	\$ 526,377	\$ 58,132	11.04%
Water Purification	\$ 2,002,552	\$ 1,924,140	96.08%	\$ 1,762,550	\$ 1,762,550	\$ 161,590	9.17%
Transmission and Distribution	\$ 1,377,195	\$ 1,257,888	91.34%	\$ 1,212,369	\$ 1,212,369	\$ 45,519	3.75%
Worker's Compensation	\$ 7,600	\$ 8,870	116.71%	\$ 7,815	\$ 7,815	\$ 1,055	13.49%
Unemployment Insurance	\$ 500	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Health Insurance	\$ 243,669	\$ 212,040	87.02%	\$ 164,059	\$ 164,059	\$ 47,981	29.25%
Medicare Reimbursements	\$ 20,212	\$ 18,615	92.10%	\$ 15,796	\$ 15,796	\$ 2,819	17.85%
Compensated Absences	\$ -	\$ 3,976	0.00%	\$ (2,082)	\$ (2,082)	\$ 6,058	-290.90%
Other Employee Benefits	\$ 400	\$ 331	82.80%	\$ 354	\$ 354	\$ (23)	-6.37%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -	0.00%
Serial Bonds - Principal	\$ 760,979	\$ 735,479	96.65%	\$ 672,099	\$ 672,099	\$ 63,380	9.43%
Serial Bonds - Interest	\$ 159,657	\$ 141,116	88.39%	\$ 145,948	\$ 145,948	\$ (4,832)	-3.31%
Bond Anticipation Notes - Principal	\$ -	\$ -	0.00%	\$ 32,500	\$ 32,500	\$ (32,500)	-100.00%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ 6,500	\$ 6,500	\$ (6,500)	-100.00%
Transfer to Capital	\$ -	\$ 599	0.00%	\$ -	\$ -	\$ 599	#DIV/0!
TOTAL	\$ 5,542,308	\$ 5,140,359	92.75%	\$ 4,801,798	\$ 4,801,799	\$ 338,561	7.05%

CITY OF WATERTOWN
FY 2017/18 FINANCIAL REPORT (UNAUDITED)
THROUGH THE QUARTER ENDING JUNE 30, 2018

	2017-18			Prior Y-T-D	2016-17		Current YTD vs. Prior YTD	
	Adopted Budget	YTD Actual	Y-T-D % of Budget		Actual		Variance	%
Sewer Fund Revenues								
Sewer Rents	\$ 2,481,000	\$ 2,411,350	97.19%	\$ 2,511,386	\$ 2,511,386	\$ (100,036)		-3.98%
Sewer Charges	\$ 1,054,000	\$ 1,405,594	133.36%	\$ 1,003,841	\$ 1,003,841	\$ 401,753		40.02%
Interest & Penalties on Sewer Rents	\$ 60,000	\$ 49,970	83.28%	\$ 48,727	\$ 48,727	\$ 1,243		2.55%
Sewer Rents-Governments	\$ 2,152,000	\$ 2,198,029	102.14%	\$ 2,132,080	\$ 2,132,080	\$ 65,949		3.09%
Interest Earnings	\$ 2,000	\$ 13,190	659.51%	\$ 3,505	\$ 3,505	\$ 9,686		276.37%
Permit Fees	\$ 20,000	\$ 19,625	98.13%	\$ 18,625	\$ 18,625	\$ 1,000		5.37%
Sale of Scrap	\$ 1,000	\$ 587	58.73%	\$ -	\$ -	\$ 587		#DIV/0!
Sale of Equipment	\$ 1,000	\$ 2,614	261.45%	\$ -	\$ -	\$ 2,614		#DIV/0!
Premium on Obligations	\$ -	\$ -	0.00%	\$ 6,340	\$ 6,340	\$ (6,340)		-100.00%
Payment Processing Fees	\$ 5,000	\$ 5,975	119.49%	\$ 5,335	\$ 5,335	\$ 640		11.99%
Interfund Revenues	\$ 440,000	\$ 467,774	106.31%	\$ 420,177	\$ 420,177	\$ 47,597		11.33%
State Aid - CHIPSS	\$ -	\$ -	0.00%	\$ 4,068	\$ 4,068	\$ (4,068)		-100.00%
Interfund Transfer	\$ 1,000	\$ 12,028	1202.76%	\$ -	\$ -	\$ 12,028		#DIV/0!
Total Revenue	\$ 6,217,000	\$ 6,627,051	106.60%	\$ 6,154,083	\$ 6,154,084	\$ 472,969		7.69%
Appropriated Fund Balance	\$ 112,971	\$ -	0.00%	\$ 310,098	\$ 310,098	\$ (310,098)		-100.00%
Total Revenue	\$ 6,329,971	\$ 6,627,051	104.69%	\$ 6,464,181	\$ 6,464,182	\$ 162,870		2.52%

Sewer Fund Expenditures

Sewer Administration	\$ 242,297	\$ 229,330	94.65%	\$ 216,114	\$ 216,114	\$ 13,216		6.12%
Sanitary Sewer	\$ 473,023	\$ 459,032	97.04%	\$ 427,349	\$ 427,349	\$ 31,683		7.41%
Sewage Treatment and Disposal	\$ 3,883,299	\$ 3,435,809	88.48%	\$ 3,564,296	\$ 3,564,296	\$ (128,487)		-3.60%
Contingency	\$ 49,423	\$ -	0.00%	\$ -	\$ -	\$ -		0.00%
Worker's Compensation	\$ 6,700	\$ 8,660	129.25%	\$ 7,600	\$ 7,600	\$ 1,060		13.94%
Unemployment Insurance	\$ 2,500	\$ -	0.00%	\$ 8,955	\$ 8,955	\$ (8,955)		-100.00%
Health Insurance- Retirees	\$ 212,647	\$ 244,691	115.07%	\$ 198,144	\$ 198,144	\$ 46,547		23.49%
Medicare Reimbursements	\$ 9,132	\$ 13,527	148.13%	\$ 11,616	\$ 11,616	\$ 1,912		16.46%
Compensated Absences	\$ -	\$ (2,306)	0.00%	\$ 1,111	\$ 1,111	\$ (3,417)		-307.57%
Other Employee Benefits	\$ 150	\$ 128	85.01%	\$ 121	\$ 121	\$ 6		5.17%
General Liability Transfer	\$ 15,000	\$ 15,000	100.00%	\$ 15,000	\$ 15,000	\$ -		0.00%
Serial Bonds - Principal	\$ 911,664	\$ 901,664	98.90%	\$ 870,029	\$ 870,029	\$ 31,635		3.64%
Serial Bonds - Interest	\$ 249,500	\$ 234,812	94.11%	\$ 240,118	\$ 240,118	\$ (5,386)		-2.21%
Bond Anticipation Notes-Interest	\$ -	\$ -	0.00%	\$ 6,500	\$ 6,500	\$ (6,500)		-100.00%
Transfer to Capital Fund	\$ 287,500	\$ 182,355	63.43%	\$ 897,229	\$ 897,229	\$ (714,874)		-79.68%
TOTAL	\$ 6,342,835	\$ 5,722,702	90.22%	\$ 6,464,181	\$ 6,464,182	\$ (741,479)		-11.47%

Library Fund Revenues

Library Fines	\$ 28,500	\$ 14,964	52.51%	\$ 20,808	\$ 20,808	\$ (5,844)		-28.08%
Library Grant	\$ 46,105	\$ 46,566	101.00%	\$ 46,105	\$ 46,105	\$ 461		1.00%
Unclassified Revenues	\$ -	\$ -	0.00%	\$ 548	\$ 548	\$ (548)		-100.00%
State Aid, Library Construction Grant	\$ -	\$ 2,925	0.00%	\$ 5,333	\$ 5,333	\$ (2,408)		-45.16%
Interfund Transfer	\$ 1,399,839	\$ 1,409,137	100.66%	\$ 1,148,599	\$ 1,148,599	\$ 260,538		22.68%
Total Revenue	\$ 1,474,444	\$ 1,477,423	100.20%	\$ 1,221,392	\$ 1,221,393	\$ 256,030		20.96%
Appropriated Fund Balance	\$ -	\$ -	0.00%	\$ 38,856	\$ 38,854	\$ (38,856)		-100.00%
Revenue and Fund Balance	\$ 1,474,444	\$ 1,477,423	100.20%	\$ 1,260,248	\$ 1,260,247	\$ 217,174		17.23%

Library Fund Expenditures

Contingency	\$ 16,239	\$ -	0.00%	\$ -	\$ -	\$ -		0.00%
Library Fund Expenditures	\$ 1,131,566	\$ 1,095,537	96.82%	\$ 1,084,663	\$ 1,084,663	\$ 10,874		1.00%
Worker's Compensation	\$ 3,400	\$ 3,929	115.56%	\$ 3,480	\$ 3,480	\$ 449		12.90%
Health Insurance	\$ 135,576	\$ 143,089	105.54%	\$ 119,962	\$ 119,962	\$ 23,127		19.28%
Medicare Reimbursements	\$ 13,164	\$ 16,159	122.75%	\$ 12,802	\$ 12,802	\$ 3,357		26.22%
Other Employee Benefits	\$ 100	\$ 84	84.34%	\$ 82	\$ 82	\$ 2		2.64%
Serial Bonds - Principal	\$ 145,000	\$ 140,657	97.00%	\$ 36,000	\$ 36,000	\$ 104,657		290.71%
Serial Bonds - Interest	\$ 37,498	\$ 24,908	66.43%	\$ 3,258	\$ 3,258	\$ 21,650		664.44%
TOTAL	\$ 1,482,543	\$ 1,424,364	96.08%	\$ 1,260,248	\$ 1,260,247	\$ 164,115		13.02%

**CITY OF WATERTOWN
 FY 2017/18 FINANCIAL REPORT (UNAUDITED)
 THROUGH THE QUARTER ENDING JUNE 30, 2018**

	2017-18		Y-T-D % of Budget	Prior Y-T-D	2016-17		Current YTD vs. Prior YTD	
	Adopted Budget	YTD Actual			Actual	Variance	%	
Self-Insurance Fund Revenues								
Shared Service Charges	\$ 8,982,428	\$ 8,779,216	97.74%	\$ 7,563,799	\$ 7,563,799	\$ 1,215,417	16.07%	
Interest and Earnings	\$ 2,000	\$ 325	16.24%	\$ 1,640	\$ 1,640	\$ (1,315)	-80.18%	
Insurance Recoveries	\$ 1,275,000	\$ 1,658,878	130.11%	\$ 645,174	\$ 645,174	\$ 1,013,704	157.12%	
Medicare Part D reimbursement	\$ 200,000	\$ 246,673	123.34%	\$ 210,908	\$ 210,908	\$ 35,765	16.96%	
Refund of Prior Years Expenditure	\$ -	\$ 48,046	0.00%	\$ 20,103	\$ 20,103	\$ 27,944	139.00%	
Employee Contributions	\$ 843,847	\$ 782,885	92.78%	\$ 706,627	\$ 706,627	\$ 76,258	10.79%	
Prescription Reimbursements	\$ 300,000	\$ 395,856	131.95%	\$ 310,616	\$ 310,616	\$ 85,240	27.44%	
Total Revenue	\$ 11,603,275	\$ 11,911,879	102.66%	\$ 9,458,865	\$ 9,458,867	\$ 2,453,013	25.93%	
Appropriated Fund Balance	\$ -	\$ -	0.00%	\$ 1,338,853	\$ 1,338,852	\$ (1,338,853)	-100.00%	
Revenue and Fund Balance	\$ 11,603,275	\$ 11,911,879	102.66%	\$ 10,797,719	\$ 10,797,719	\$ 1,114,160	10.32%	

Self-Insurance Fund Expenditures

Administration	\$ 515,789	\$ 493,351	95.65%	\$ 506,837	\$ 506,837	\$ (13,486)	-2.66%
Medical Claims	\$ 7,673,909	\$ 7,794,232	101.57%	\$ 7,078,067	\$ 7,078,067	\$ 716,165	10.12%
Pharmacy Claims	\$ 3,413,577	\$ 3,216,290	94.22%	\$ 3,212,815	\$ 3,212,815	\$ 3,475	0.11%
TOTAL	\$ 11,603,275	\$ 11,503,874	99.14%	\$ 10,797,719	\$ 10,797,719	\$ 706,155	6.54%

Revenue / Expense Control Report Parameters

Report ID:

Year:	2018	Include Beg. Encumbrance:	Yes
Period:	7	To:	6 Apply to Budget Columns: No
Description:	Short	Apply % to Original Budget:	No
Spacing:	Single	Print Parent Account:	No
Acct Status:	Active	Grand Totals on Separate Page:	No
Suppress Zero Accts.:	All	Include Req:	No
Summary Only:	No	Use Alt Fund:	No
% Fiscal Year:	100	Exclude Rev Brackets:	Yes

Account Table: OP FUNDS OPERATING FUNDS

Rule No.	Component	From		To		Acct Type	
		From	To	From	To	From	To
1	FUND	A		G			
2	FUND	L		W			

Alt. Sort Table:

Sort:	Sort	Subtotal	Page Break	Subheading
1	Fund	Yes	Yes	Yes
2	Type	Yes	No	Yes
3	Dept	Yes	No	Yes
4	Group	Yes	No	Yes
5	Item	No	No	No
Subtotal/Page Break Expenses Only:		No		

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CITY OF WATERTOWN Revenue / Expense Control Report

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Fiscal Year: 2018 Period From: 7 To: 6

Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type R	Revenue					
Dept 0000						
Group						
A.0000.1001	REAL PROPERTY TAXES	9,105,044.00	9,105,044.00	9,099,270.51	0.00	5,773.49
A.0000.1030	SPECIAL ASSESSMENT	6,600.00	6,600.00	5,140.76	0.00	1,459.24
A.0000.1050	REAL PROP TAX RESERVE	0.00	0.00	(106,158.18)	0.00	106,158.18
A.0000.1080	FED PILOT PAYMENTS	47,000.00	47,000.00	49,744.37	0.00	(2,744.37)
A.0000.1081	OTHER PILOT PAYMENTS	109,000.00	109,000.00	86,687.16	0.00	22,312.84
A.0000.1090	INTEREST/PENALTY RPTAX	160,000.00	160,000.00	200,631.64	0.00	(40,631.64)
A.0000.1110	SALES TAX	18,275,000.00	18,275,000.00	18,424,974.32	0.00	(149,974.32)
A.0000.1130	UTILITIES GROSS REC TAX	283,000.00	283,000.00	291,913.31	0.00	(8,913.31)
A.0000.1170	FRANCHISES	367,000.00	367,000.00	365,200.15	0.00	1,799.85
A.0000.1235	TAX SALE ADVERTISING	18,000.00	18,000.00	18,440.00	0.00	(440.00)
A.0000.1240	COMPTROLLER'S FEES	8,000.00	8,000.00	10,329.48	0.00	(2,329.48)
A.0000.1250	ASSESSOR'S FEES	500.00	500.00	590.50	0.00	(90.50)
A.0000.1255	CLERK FEES	118,000.00	118,000.00	127,822.25	0.00	(9,822.25)
A.0000.1260	CIVIL SERVICE FEES	250.00	250.00	1,320.00	0.00	(1,070.00)
A.0000.1520	POLICE FEES	12,000.00	12,000.00	27,836.02	0.00	(15,836.02)
A.0000.1570	DEMOLITION CHARGES	0.00	0.00	21,347.55	0.00	(21,347.55)
A.0000.1710	DPW FEES	75,000.00	75,000.00	82,281.28	0.00	(7,281.28)
A.0000.1715	DPW FEES-WATN CITY SCH	21,000.00	21,000.00	20,641.84	0.00	358.16
A.0000.1750	BUS FARES	135,000.00	135,000.00	133,058.27	0.00	1,941.73
A.0000.1751	BUS ADVERTISING	15,000.00	15,000.00	14,025.00	0.00	975.00
A.0000.2001	PARKS & RECREATION CHARGES	40,890.00	44,490.00	48,009.79	0.00	(3,519.79)

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type R	Revenue					
Dept 0000						
Group						
A.0000.2002	FIELD USE CHARGES	47,116.00	47,116.00	42,347.25	0.00	4,768.75
A.0000.2012	REC CONCESSIONS	117,000.00	117,000.00	158,545.11	0.00	(41,545.11)
A.0000.2025	STADIUM CHARGES	11,380.00	11,380.00	16,903.75	0.00	(5,523.75)
A.0000.2030	ARENA FEES	50,000.00	50,000.00	28,933.11	0.00	21,066.89
A.0000.2065	ICE RINK CHARGES	258,300.00	258,300.00	235,010.10	0.00	23,289.90
A.0000.2110	ZONING FEES	5,000.00	5,000.00	3,810.00	0.00	1,190.00
A.0000.2130	REFUSE & GARBAGE FEES	471,000.00	471,000.00	453,340.25	0.00	17,659.75
A.0000.2135	TOTER FEES	407,000.00	407,000.00	416,830.52	0.00	(9,830.52)
A.0000.2150	SALE OF SURPLUS POWER	3,820,000.00	3,820,000.00	4,803,579.22	0.00	(983,579.22)
A.0000.2210	TAX & ASSESS SVCS OTH GOVT	5,185.00	5,185.00	5,185.20	0.00	(0.20)
A.0000.2220	CIVIL SVCS FOR SCH DIST	26,000.00	26,000.00	24,055.00	0.00	1,945.00
A.0000.2260	POLICE SERVICES	98,000.00	98,000.00	94,946.72	0.00	3,053.28
A.0000.2300	TRANSPORTATION, OTHER GOVT	5,600.00	5,600.00	5,600.00	0.00	0.00
A.0000.2401	INTEREST & EARNINGS	63,000.00	63,000.00	49,829.56	0.00	13,170.44
A.0000.2401.0050	INTEREST & EARNINGS	0.00	0.00	0.60	0.00	(0.60)
A.0000.2401.0051	INTEREST & EARNINGS	0.00	0.00	1,261.96	0.00	(1,261.96)
A.0000.2410	RENTAL OF REAL PROP	78,675.00	78,675.00	76,551.00	0.00	2,124.00
A.0000.2501	BUS & OCC LICENSES	7,650.00	7,650.00	7,405.00	0.00	245.00
A.0000.2530	GAMES OF CHANCE LICENSES	100.00	100.00	80.00	0.00	20.00
A.0000.2540	BINGO LICENSES	2,500.00	2,500.00	2,291.06	0.00	208.94
A.0000.2555	BUILDING PERMITS	75,000.00	75,000.00	75,875.80	0.00	(875.80)

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type R	Revenue					
Dept 0000	.					
Group						
A.0000.2560	CITY PERMITS	7,000.00	7,000.00	6,325.04	0.00	674.96
A.0000.2590	PERMITS - OTHER	7,000.00	7,000.00	2,975.00	0.00	4,025.00
A.0000.2591	STORM SEWER PERMITS	1,000.00	1,000.00	2,950.00	0.00	(1,950.00)
A.0000.2610	FINES,FORFEITED BAIL	116,000.00	116,000.00	94,795.95	0.00	21,204.05
A.0000.2650	SALE OF SCRAP	15,000.00	15,000.00	13,188.00	0.00	1,812.00
A.0000.2660	SALE OF REAL PROPERTY	25,000.00	25,000.00	2,457.69	0.00	22,542.31
A.0000.2665	SALE OF EQUIPMENT	15,000.00	15,000.00	32,592.00	0.00	(17,592.00)
A.0000.2680	INSURANCE RECOVERY	20,000.00	20,000.00	33,245.26	0.00	(13,245.26)
A.0000.2701	REFUND OF PY EXPENDITURES	107,000.00	107,000.00	37,742.57	0.00	69,257.43
A.0000.2705	GIFTS & DONATIONS	5,500.00	5,500.00	6,750.00	0.00	(1,250.00)
A.0000.2770	UNCLASSIFIED REVENUES	1,000.00	1,000.00	1,549.15	0.00	(549.15)
A.0000.2773	PAYMENT PROCESSING FEE	7,000.00	7,000.00	10,140.77	0.00	(3,140.77)
A.0000.2802	CENT PRINT & MAIL	6,000.00	6,000.00	5,547.82	0.00	452.18
A.0000.2803	CENTRAL GARAGE	85,000.00	85,000.00	86,028.03	0.00	(1,028.03)
A.0000.3001	ST AID SEC 54 FIN LAW	4,703,208.00	4,703,208.00	4,703,208.00	0.00	0.00
A.0000.3005	ST AID MTG TAX	325,000.00	325,000.00	303,280.33	0.00	21,719.67
A.0000.3088	ST AID OTHER	1,000.00	1,000.00	775.00	0.00	225.00
A.0000.3089	ST REIMB W.COMP/OTHER	46,000.00	46,000.00	18,762.07	0.00	27,237.93
A.0000.3330	ST REIMB CT SECURITY	34,000.00	34,000.00	30,961.00	0.00	3,039.00
A.0000.3331	ST REIMB CT POSTAGE	1,752.00	1,752.00	1,752.00	0.00	0.00
A.0000.3501	CHIPS	162,000.00	162,000.00	212,414.60	0.00	(50,414.60)

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type R	Revenue					
Dept 0000						
Group						
A.0000.3589.0003	STATE MASS TRANSPORTATION ASST	268,000.00	268,000.00	282,165.08	0.00	(14,165.08)
A.0000.3594	STATE AID - BUS PROJECTS	6,200.00	6,200.00	0.00	0.00	6,200.00
A.0000.3989	ST AID,OTHER HOME&COMM.SERVICE	172,750.00	172,750.00	102,507.19	0.00	70,242.81
A.0000.4389	FED AID PUBLIC SAFETY	53,000.00	53,000.00	4,004.00	0.00	48,996.00
A.0000.4510	FED AID HIGHWAY SAFETY	6,800.00	6,800.00	3,256.74	0.00	3,543.26
A.0000.4589	FEDERAL AID-OTHER TRANSPORTATION	0.00	450,000.00	0.00	0.00	450,000.00
A.0000.4589.0004	FED MASS TRANSPORTATION ASSIST	450,000.00	0.00	0.00	0.00	0.00
A.0000.5031	INTERFUND TRANSFERS	200,000.00	200,000.00	336,474.86	0.00	(136,474.86)
Total Group		41,192,000.00	41,196,600.00	41,761,335.38	0.00	(666,735.38)
Total Dept 0000		41,192,000.00	41,196,600.00	41,761,335.38	0.00	(666,735.38)
Total Type R	Revenue	41,192,000.00	41,196,600.00	41,761,335.38	0.00	(666,735.38)
Type E	Expense					
Dept 1010	LEGISLATIVE BOARD					
Group 1	PERSONAL SERVICES					
A.1010.0110	SALARIES	53,256.00	53,256.00	53,256.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	53,256.00	53,256.00	53,256.00	0.00	0.00
Group 4	CONTRACTUAL EXPENSE					
A.1010.0430	CONTRACTED SERVICES	11,100.00	27,319.88	27,064.84	0.00	255.04
A.1010.0450	MISCELLANEOUS	650.00	1,900.00	1,881.92	0.00	18.08
A.1010.0460	MATERIALS AND SUPPLIES	0.00	125.00	110.27	0.00	14.73
A.1010.0465	EQUIPMENT < 5000	2,000.00	325.00	0.00	0.00	325.00

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type E	Expense					
Dept 1010	LEGISLATIVE BOARD					
Group 4	CONTRACTUAL EXPENSE					
Total Group 4	CONTRACTUAL EXPENSE	13,760.00	29,669.88	29,067.03	0.00	612.85
Group 8	EMPLOYEE BENEFITS					
A.1010.0810	STATE RETIREMENT	7,217.00	7,217.00	7,004.00	0.00	213.00
A.1010.0830	SOCIAL SECURITY	4,076.00	4,076.00	4,074.24	0.00	1.76
Total Group 8	EMPLOYEE BENEFITS	11,293.00	11,293.00	11,078.24	0.00	214.76
Total Dept 1010	LEGISLATIVE BOARD	78,299.00	94,218.88	93,391.27	0.00	827.61
Dept 1210	MAYOR					
Group 1	PERSONAL SERVICES					
A.1210.0110	SALARIES	17,753.00	17,753.00	17,753.04	0.00	(0.04)
Total Group 1	PERSONAL SERVICES	17,753.00	17,753.00	17,753.04	0.00	(0.04)
Group 4	CONTRACTUAL EXPENSE					
A.1210.0440	FEES, NON EMPLOYEE	0.00	650.00	629.00	0.00	21.00
A.1210.0450	MISCELLANEOUS	7,600.00	7,850.00	7,840.57	0.00	9.43
Total Group 4	CONTRACTUAL EXPENSE	7,600.00	8,500.00	8,469.57	0.00	30.43
Group 8	EMPLOYEE BENEFITS					
A.1210.0810	STATE RETIREMENT	2,832.00	2,832.00	2,807.00	0.00	25.00
A.1210.0830	SOCIAL SECURITY	1,358.00	1,358.00	1,358.04	0.00	(0.04)
Total Group 8	EMPLOYEE BENEFITS	4,190.00	4,190.00	4,165.04	0.00	24.96
Total Dept 1210	MAYOR	29,543.00	30,443.00	30,387.65	0.00	55.35
Dept 1230	MUNICIPAL EXECUTIVE					
Group 1	PERSONAL SERVICES					
A.1230.0110	SALARIES	247,136.00	250,036.00	250,028.40	0.00	7.60
A.1230.0140	TEMPORARY	3,900.00	3,900.00	3,488.40	0.00	411.60
Total						

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type E	Expense					
Dept 1230	MUNICIPAL EXECUTIVE					
Group 1	PERSONAL SERVICES					
Group 1	PERSONAL SERVICES	251,036.00	253,936.00	253,516.80	0.00	419.20
Group 4	CONTRACTUAL EXPENSE					
A.1230.0410	UTILITIES	480.00	480.00	436.14	0.00	43.86
A.1230.0430	CONTRACTED SERVICES	29,775.00	29,775.00	30,263.50	0.00	(488.50)
A.1230.0450	MISCELLANEOUS	5,210.00	6,085.00	4,609.11	1,467.00	8.89
A.1230.0460	MATERIALS AND SUPPLIES	1,200.00	1,200.00	798.77	0.00	401.23
A.1230.0465	EQUIPMENT < 5000	1,000.00	2,352.98	1,352.98	762.08	237.92
Total Group 4	CONTRACTUAL EXPENSE	<u>37,666.00</u>	<u>39,892.98</u>	<u>37,460.50</u>	<u>2,229.08</u>	<u>203.40</u>
Group 8	EMPLOYEE BENEFITS					
A.1230.0810	STATE RETIREMENT	31,093.00	31,093.00	29,742.00	0.00	1,351.00
A.1230.0830	SOCIAL SECURITY	19,205.00	19,205.00	17,629.01	0.00	1,575.99
A.1230.0840	WORKERS COMPENSATION	80,000.00	180,225.00	180,204.93	0.00	20.07
A.1230.0850	HEALTH INSURANCE	51,755.00	51,755.00	50,513.23	0.00	1,241.77
Total Group 8	EMPLOYEE BENEFITS	<u>182,053.00</u>	<u>282,278.00</u>	<u>278,089.17</u>	<u>0.00</u>	<u>4,188.83</u>
Total Dept 1230	MUNICIPAL EXECUTIVE	<u>470,764.00</u>	<u>576,106.98</u>	<u>569,066.47</u>	<u>2,229.08</u>	<u>4,811.43</u>
Dept 1315	MUNICIPAL COMPTROLLER					
Group 1	PERSONAL SERVICES					
A.1315.0110	SALARIES	178,907.00	179,707.00	179,696.72	0.00	10.28
A.1315.0120	CLERICAL	166,238.00	172,713.00	172,707.95	0.00	5.05
A.1315.0150	OVERTIME	500.00	500.00	0.00	0.00	500.00
A.1315.0175	HEALTH INSURANCE BUYOUT	2,800.00	2,800.00	2,800.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	<u>348,445.00</u>	<u>355,720.00</u>	<u>355,204.67</u>	<u>0.00</u>	<u>516.33</u>
Group 4	CONTRACTUAL EXPENSE					

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1315	MUNICIPAL COMPTROLLER					
Group 4	CONTRACTUAL EXPENSE					
A.1315.0420	INSURANCE	3,075.00	3,075.00	2,545.60	0.00	529.40
A.1315.0430	CONTRACTED SERVICES	48,990.00	54,515.00	54,493.92	0.00	21.08
A.1315.0440	FEES, NON EMPLOYEE	25,600.00	27,880.00	27,840.00	0.00	40.00
A.1315.0450	MISCELLANEOUS	5,485.00	5,485.00	4,345.57	0.00	1,139.43
A.1315.0460	MATERIALS AND SUPPLIES	3,000.00	3,000.00	1,704.35	0.00	1,295.65
A.1315.0465	EQUIPMENT < 5000	3,150.00	4,399.78	1,249.78	1,524.16	1,625.84
Total Group 4	CONTRACTUAL EXPENSE	89,300.00	98,364.78	92,179.22	1,524.16	4,651.40
Group 8	EMPLOYEE BENEFITS					
A.1315.0810	STATE RETIREMENT	49,002.00	49,002.00	46,796.00	0.00	2,206.00
A.1315.0830	SOCIAL SECURITY	26,656.00	26,656.00	25,999.47	0.00	656.53
A.1315.0850	HEALTH INSURANCE	60,411.00	60,411.00	60,384.94	0.00	26.06
Total Group 8	EMPLOYEE BENEFITS	136,069.00	136,069.00	133,180.41	0.00	2,888.59
Total Dept 1315	MUNICIPAL COMPTROLLER	573,814.00	590,143.78	580,564.30	1,524.16	8,055.32
Dept 1345	PURCHASING DEPARTMENT					
Group 1	PERSONAL SERVICES					
A.1345.0110	SALARIES	70,471.00	65,321.00	65,300.24	0.00	20.76
A.1345.0120	CLERICAL	32,119.00	33,519.00	33,513.67	0.00	5.33
Total Group 1	PERSONAL SERVICES	102,590.00	98,840.00	98,813.91	0.00	26.09
Group 4	CONTRACTUAL EXPENSE					
A.1345.0430	CONTRACTED SERVICES	125.00	1,425.00	1,409.90	0.00	15.10
A.1345.0450	MISCELLANEOUS	950.00	1,175.00	1,163.02	0.00	11.98
A.1345.0465	EQUIPMENT < 5000	0.00	639.78	639.78	0.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	1,075.00	3,239.78	3,212.70	0.00	27.08

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1345	PURCHASING DEPARTMENT					
Group 4	CONTRACTUAL EXPENSE					
Group 8	EMPLOYEE BENEFITS					
A.1345.0810	STATE RETIREMENT	16,363.00	16,363.00	15,779.00	0.00	584.00
A.1345.0830	SOCIAL SECURITY	7,848.00	7,848.00	6,959.95	0.00	888.05
A.1345.0850	HEALTH INSURANCE	17,570.00	19,920.00	19,915.60	0.00	4.40
Total Group 8	EMPLOYEE BENEFITS	41,781.00	44,131.00	42,654.55	0.00	1,476.45
Total Dept 1345	PURCHASING DEPARTMENT	145,446.00	146,210.78	144,681.16	0.00	1,529.62
Dept 1355	ASSESSMENT DEPARTMENT					
Group 1	PERSONAL SERVICES					
A.1355.0110	SALARIES	67,665.00	68,465.00	68,445.75	0.00	19.25
A.1355.0130	WAGES	107,547.00	104,822.00	104,802.10	0.00	19.90
A.1355.0150	OVERTIME	200.00	200.00	181.22	0.00	18.78
Total Group 1	PERSONAL SERVICES	175,412.00	173,487.00	173,429.07	0.00	67.93
Group 4	CONTRACTUAL EXPENSE					
A.1355.0410	UTILITIES	481.00	481.00	480.12	0.00	0.88
A.1355.0430	CONTRACTED SERVICES	3,670.00	5,270.00	5,283.34	0.00	6.66
A.1355.0440	FEES, NON EMPLOYEE	50,000.00	63,475.00	63,470.82	0.00	4.18
A.1355.0450	MISCELLANEOUS	7,525.00	7,525.00	6,928.37	470.00	126.63
A.1355.0460	MATERIALS AND SUPPLIES	1,480.00	1,480.00	1,362.33	0.00	117.67
A.1355.0465	EQUIPMENT < 5000	1,250.00	1,250.00	246.98	0.00	1,003.02
Total Group 4	CONTRACTUAL EXPENSE	64,406.00	79,481.00	77,751.96	470.00	1,259.04
Group 8	EMPLOYEE BENEFITS					
A.1355.0810	STATE RETIREMENT	24,909.00	24,909.00	24,627.00	0.00	282.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1355	ASSESSMENT DEPARTMENT					
Group 8	EMPLOYEE BENEFITS					
A.1355.0830	SOCIAL SECURITY	13,418.00	13,418.00	12,795.34	0.00	622.66
A.1355.0850	HEALTH INSURANCE	7,844.00	7,844.00	6,566.41	0.00	1,277.59
Total Group 8	EMPLOYEE BENEFITS	46,171.00	46,171.00	43,988.75	0.00	2,182.25
Total Dept 1355	ASSESSMENT DEPARTMENT	285,989.00	299,139.00	295,169.78	470.00	3,499.22
Dept 1362	TAX ADVERTISING					
Group 4	CONTRACTUAL EXPENSE					
A.1362.0430	TAX ADVERTISING	20,000.00	20,000.00	19,424.57	0.00	575.43
Total Group 4	CONTRACTUAL EXPENSE	20,000.00	20,000.00	19,424.57	0.00	575.43
Total Dept 1362	TAX ADVERTISING	20,000.00	20,000.00	19,424.57	0.00	575.43
Dept 1364	PROPERTY ACQUIRED FOR TAXES					
Group 4	CONTRACTUAL EXPENSE					
A.1364.0430	CONTRACTED SERVICES	25,750.00	25,750.00	2,722.00	0.00	23,028.00
A.1364.0460	MATERIALS AND SUPPLIES	100.00	100.00	0.00	0.00	100.00
Total Group 4	CONTRACTUAL EXPENSE	25,850.00	25,850.00	2,722.00	0.00	23,128.00
Total Dept 1364	PROPERTY ACQUIRED FOR TAXES	25,850.00	25,850.00	2,722.00	0.00	23,128.00
Dept 1380	FISCAL AGENT FEES					
Group 4	CONTRACTUAL EXPENSE					
A.1380.0430	FISCAL AGENT FEES	800.00	800.00	0.00	0.00	800.00
Total Group 4	CONTRACTUAL EXPENSE	800.00	800.00	0.00	0.00	800.00
Total Dept 1380	FISCAL AGENT FEES	800.00	800.00	0.00	0.00	800.00
Dept 1410	CITY CLERK					
Group 1	PERSONAL SERVICES					
A.1410.0110	SALARIES	142,750.00	142,750.00	133,865.96	0.00	8,884.04

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1410	CITY CLERK					
Group 1	PERSONAL SERVICES					
Total Group 1	PERSONAL SERVICES	142,760.00	142,760.00	133,866.96	0.00	8,884.04
Group 4	CONTRACTUAL EXPENSE					
A.1410.0430	CONTRACTED SERVICES	7,400.00	8,172.39	3,912.39	1,324.59	2,935.41
A.1410.0450	MISCELLANEOUS	3,120.00	3,120.00	1,189.99	0.00	1,930.01
A.1410.0460	MATERIALS AND SUPPLIES	1,800.00	1,800.00	1,519.24	21.19	259.57
A.1410.0465	EQUIPMENT < 5000	1,000.00	1,000.00	0.00	762.08	237.92
Total Group 4	CONTRACTUAL EXPENSE	<u>13,320.00</u>	<u>14,092.39</u>	<u>6,621.62</u>	<u>2,107.86</u>	<u>5,362.91</u>
Group 8	EMPLOYEE BENEFITS					
A.1410.0810	STATE RETIREMENT	20,899.00	20,899.00	19,799.00	0.00	1,100.00
A.1410.0830	SOCIAL SECURITY	10,920.00	10,920.00	9,521.95	0.00	1,398.05
A.1410.0850	HEALTH INSURANCE	33,760.00	33,760.00	24,537.63	0.00	9,222.37
Total Group 8	EMPLOYEE BENEFITS	<u>65,579.00</u>	<u>65,579.00</u>	<u>53,868.58</u>	<u>0.00</u>	<u>11,720.42</u>
Total Dept 1410	CITY CLERK	<u>221,649.00</u>	<u>222,421.39</u>	<u>194,346.16</u>	<u>2,107.86</u>	<u>25,967.37</u>
Dept 1420	LAW					
Group 4	CONTRACTUAL EXPENSE					
A.1420.0440	FEES, NON EMPLOYEE	311,500.00	450,775.00	450,766.40	24,131.90	(24,123.30)
A.1420.0450	MISCELLANEOUS	8,000.00	9,400.00	9,391.67	0.00	8.33
Total Group 4	CONTRACTUAL EXPENSE	<u>319,500.00</u>	<u>460,175.00</u>	<u>460,168.07</u>	<u>24,131.90</u>	<u>(24,114.97)</u>
Total Dept 1420	LAW	<u>319,500.00</u>	<u>460,175.00</u>	<u>460,168.07</u>	<u>24,131.90</u>	<u>(24,114.97)</u>
Dept 1430	CIVIL SERVICE					
Group 1	PERSONAL SERVICES					
A.1430.0110	SALARIES	44,897.00	44,922.00	44,897.06	0.00	24.94
A.1430.0170	OUT OF CODE	100.00	250.00	250.00	0.00	0.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1430	CIVIL SERVICE					
Group 1	PERSONAL SERVICES					
Total Group 1	PERSONAL SERVICES	44,997.00	45,172.00	45,147.06	0.00	24.94
Group 4	CONTRACTUAL EXPENSE					
A.1430.0430	CONTRACTED SERVICES	5,596.00	21.00	0.00	0.00	21.00
A.1430.0450	MISCELLANEOUS	150.00	775.00	764.22	0.00	10.78
A.1430.0460	MATERIALS AND SUPPLIES	300.00	535.54	113.62	0.00	421.92
A.1430.0465	EQUIPMENT < 5000	0.00	860.00	845.54	0.00	14.46
Total Group 4	CONTRACTUAL EXPENSE	6,046.00	2,191.54	1,723.38	0.00	468.16
Group 8	EMPLOYEE BENEFITS					
A.1430.0810	STATE RETIREMENT	4,169.00	4,169.00	4,069.00	0.00	100.00
A.1430.0830	SOCIAL SECURITY	3,443.00	3,443.00	3,036.61	0.00	406.39
A.1430.0850	HEALTH INSURANCE	6,762.00	6,787.00	6,762.02	0.00	24.98
Total Group 8	EMPLOYEE BENEFITS	14,374.00	14,399.00	13,867.63	0.00	531.37
Total Dept 1430	CIVIL SERVICE	66,417.00	61,762.54	60,738.07	0.00	1,024.47
Dept 1440	ENGINEERING DEPARTMENT					
Group 1	PERSONAL SERVICES					
A.1440.0110	SALARIES	275,709.00	335,384.00	335,372.95	0.00	11.05
A.1440.0120	CLERICAL	36,572.00	32,622.00	32,613.12	0.00	8.88
A.1440.0130	WAGES	111,922.00	51,872.00	51,869.12	0.00	2.88
A.1440.0140	TEMPORARY	3,080.00	6,255.00	6,249.50	0.00	5.50
A.1440.0150	OVERTIME	1,000.00	1,250.00	1,230.43	0.00	19.57
Total Group 1	PERSONAL SERVICES	428,283.00	427,383.00	427,335.12	0.00	47.88
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.1440.0230	MOTOR VEHICLES	0.00	24,831.96	24,831.96	0.00	0.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1440	ENGINEERING DEPARTMENT					
Group 2	EQUIPMENT & CAPITAL OUTLAY					
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	24,831.96	24,831.96	0.00	0.00
Group 4	CONTRACTUAL EXPENSE					
A.1440.0410	UTILITIES	800.00	975.00	960.24	0.00	14.76
A.1440.0430	CONTRACTED SERVICES	61,700.00	31,975.00	31,450.80	500.00	24.20
A.1440.0440	FEES, NON EMPLOYEE	15,000.00	2,950.00	2,936.50	0.00	13.50
A.1440.0450	MISCELLANEOUS	10,100.00	3,275.00	3,264.98	0.00	10.02
A.1440.0455	VEHICLE EXPENSES	2,450.00	7,525.00	7,510.01	0.00	14.99
A.1440.0460	MATERIALS AND SUPPLIES	9,000.00	925.00	901.78	0.00	23.22
A.1440.0465	EQUIPMENT < 5000	2,800.00	4,079.56	2,293.81	1,524.16	261.59
Total Group 4	CONTRACTUAL EXPENSE	<u>101,850.00</u>	<u>61,704.66</u>	<u>49,318.12</u>	<u>2,024.16</u>	<u>362.28</u>
Group 8	EMPLOYEE BENEFITS					
A.1440.0810	STATE RETIREMENT	64,414.00	60,464.00	60,448.00	0.00	16.00
A.1440.0830	SOCIAL SECURITY	32,765.00	32,765.00	31,116.19	0.00	1,648.81
A.1440.0840	WORKERS COMPENSATION	5,000.00	0.00	0.00	0.00	0.00
A.1440.0850	HEALTH INSURANCE	61,437.00	61,787.00	61,771.15	0.00	15.85
Total Group 8	EMPLOYEE BENEFITS	<u>163,616.00</u>	<u>155,016.00</u>	<u>153,335.34</u>	<u>0.00</u>	<u>1,680.66</u>
Total Dept 1440	ENGINEERING DEPARTMENT	<u>693,749.00</u>	<u>668,936.62</u>	<u>664,820.64</u>	<u>2,024.16</u>	<u>2,090.82</u>
Dept 1490	PUBLIC WORKS ADMINISTRATION					
Group 1	PERSONAL SERVICES					
A.1490.0110	SALARIES	97,507.00	115,582.00	115,567.80	0.00	14.20
A.1490.0120	CLERICAL	108,810.00	113,410.00	113,388.43	0.00	21.57
A.1490.0130	WAGES	50,190.00	51,890.00	51,869.13	0.00	20.87

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Type E	Expense					
Dept 1490	PUBLIC WORKS ADMINISTRATION					
Group 1	PERSONAL SERVICES					
A.1490.0150	OVERTIME	2,000.00	2,250.00	2,247.97	0.00	2.03
Total Group 1	PERSONAL SERVICES	268,607.00	283,132.00	283,073.33	0.00	58.67
Group 4	CONTRACTUAL EXPENSE					
A.1490.0410	UTILITIES	36,460.00	26,735.00	26,733.47	0.00	1.53
A.1490.0420	INSURANCE	4,375.00	4,375.00	4,084.41	0.00	290.59
A.1490.0430	CONTRACTED SERVICES	47,785.00	57,830.00	54,225.38	4,100.00	(495.38)
A.1490.0440	FEES, NON EMPLOYEE	1,200.00	1,275.00	1,256.00	0.00	19.00
A.1490.0450	MISCELLANEOUS	10,700.00	3,125.00	3,114.66	0.00	10.34
A.1490.0455	VEHICLE EXPENSES	4,225.00	4,225.00	2,348.29	0.00	1,876.71
A.1490.0460	MATERIALS AND SUPPLIES	27,530.00	20,018.28	16,213.14	5,469.89	(1,664.75)
A.1490.0465	EQUIPMENT < 5000	2,000.00	5,239.78	3,712.38	1,524.16	3.24
Total Group 4	CONTRACTUAL EXPENSE	134,275.00	122,823.06	111,687.73	11,094.05	41.28
Group 8	EMPLOYEE BENEFITS					
A.1490.0810	STATE RETIREMENT	37,030.00	38,805.00	38,788.00	0.00	17.00
A.1490.0830	SOCIAL SECURITY	19,777.00	20,677.00	20,659.57	0.00	17.43
A.1490.0840	WORKERS COMPENSATION	5,000.00	5,000.00	4,940.00	0.00	60.00
A.1490.0850	HEALTH INSURANCE	52,399.00	52,924.00	52,902.21	0.00	21.79
Total Group 8	EMPLOYEE BENEFITS	114,206.00	117,406.00	117,289.78	0.00	116.22
Total Dept 1490	PUBLIC WORKS ADMINISTRATION	606,988.00	523,361.06	512,050.84	11,094.05	216.17
Dept 1620	BUILDINGS					
Group 1	PERSONAL SERVICES					
A.1620.0130	WAGES	58,966.00	46,766.00	46,741.50	0.00	24.50

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1620	BUILDINGS					
Group 1	PERSONAL SERVICES					
A.1620.0140	TEMPORARY	0.00	7,500.00	7,481.50	0.00	18.50
A.1620.0150	OVERTIME	3,000.00	3,025.00	3,010.78	0.00	14.22
A.1620.0175	HEALTH INSURANCE BUYOUT	1,400.00	1,675.00	1,656.45	0.00	18.55
Total Group 1	PERSONAL SERVICES	63,366.00	58,966.00	58,890.23	0.00	75.77
Group 4	CONTRACTUAL EXPENSE					
A.1620.0410	UTILITIES	55,467.00	39,117.00	39,095.28	0.00	21.72
A.1620.0420	INSURANCE	16,425.00	8,950.00	8,927.60	0.00	22.40
A.1620.0430	CONTRACTED SERVICES	40,022.00	24,722.00	24,702.38	0.00	19.62
A.1620.0450	MISCELLANEOUS	0.00	2,925.00	2,921.46	0.00	3.54
A.1620.0455	VEHICLE EXPENSES	2,100.00	2,100.00	535.11	0.00	1,564.89
A.1620.0460	MATERIALS AND SUPPLIES	11,000.00	14,925.00	14,917.98	0.00	7.02
A.1620.0465	EQUIPMENT < 5000	5,000.00	2,100.00	2,097.96	0.00	2.04
Total Group 4	CONTRACTUAL EXPENSE	130,014.00	94,839.00	93,197.77	0.00	1,641.23
Group 8	EMPLOYEE BENEFITS					
A.1620.0810	STATE RETIREMENT	9,885.00	9,885.00	9,381.00	0.00	504.00
A.1620.0830	SOCIAL SECURITY	4,847.00	4,847.00	4,449.05	0.00	397.95
A.1620.0850	HEALTH INSURANCE	7,844.00	7,844.00	3,042.89	0.00	4,801.11
Total Group 8	EMPLOYEE BENEFITS	22,576.00	22,576.00	16,872.94	0.00	5,703.06
Total Dept 1620	BUILDINGS	215,956.00	176,381.00	168,960.94	0.00	7,420.06
Dept 1640	CENTRAL GARAGE					
Group 1	PERSONAL SERVICES					
A.1640.0110	SALARIES	53,729.00	54,629.00	54,614.91	0.00	14.09

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Type E	Expense					
Dept 1640	CENTRAL GARAGE					
Group 1	PERSONAL SERVICES					
A.1640.0120	CLERICAL	41,853.00	43,353.00	43,344.76	0.00	8.24
A.1640.0130	WAGES	277,989.00	244,714.00	244,703.15	0.00	10.85
A.1640.0150	OVERTIME	4,000.00	4,825.00	4,803.92	0.00	21.08
A.1640.0175	HEALTH INSURANCE BUYOUT	2,800.00	2,800.00	2,800.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	380,371.00	350,321.00	350,266.74	0.00	54.26
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.1640.0250	OTHER EQUIPMENT	0.00	22,575.00	22,572.66	0.00	2.34
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	22,575.00	22,572.66	0.00	2.34
Group 4	CONTRACTUAL EXPENSE					
A.1640.0410	UTILITIES	13,600.00	13,600.00	12,019.86	0.00	1,580.14
A.1640.0420	INSURANCE	4,375.00	4,375.00	3,490.05	0.00	884.95
A.1640.0430	CONTRACTED SERVICES	57,070.00	67,713.16	66,086.64	1,611.54	14.98
A.1640.0440	FEES, NON EMPLOYEE	300.00	775.00	736.00	0.00	39.00
A.1640.0450	MISCELLANEOUS	1,850.00	1,850.00	1,206.99	0.00	643.01
A.1640.0455	VEHICLE EXPENSES	3,775.00	6,830.00	6,792.54	0.00	37.46
A.1640.0460	MATERIALS AND SUPPLIES	110,050.00	107,291.89	103,936.44	3,764.88	(409.43)
A.1640.0465	EQUIPMENT < 5000	29,300.00	19,794.89	18,410.34	1,372.11	12.44
Total Group 4	CONTRACTUAL EXPENSE	220,320.00	222,229.94	212,678.86	6,748.63	2,802.55
Group 8	EMPLOYEE BENEFITS					
A.1640.0810	STATE RETIREMENT	59,650.00	52,650.00	52,644.00	0.00	6.00
A.1640.0830	SOCIAL SECURITY	29,098.00	29,098.00	25,500.40	0.00	3,597.60
A.1640.0840	WORKERS COMPENSATION	1,000.00	1,225.00	1,205.28	0.00	19.72

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund A	GENERAL FUND					
Type E	Expense					
Dept 1640	CENTRAL GARAGE					
Group 8	EMPLOYEE BENEFITS					
A.1640.0850	HEALTH INSURANCE	98,149.00	84,624.00	84,621.38	0.00	2.62
Total Group 8	EMPLOYEE BENEFITS	<u>187,897.00</u>	<u>167,697.00</u>	<u>163,971.06</u>	<u>0.00</u>	<u>3,625.94</u>
Total Dept 1640	CENTRAL GARAGE	<u>788,688.00</u>	<u>762,722.94</u>	<u>749,489.32</u>	<u>6,748.63</u>	<u>6,486.09</u>
Dept 1670	CENTRAL PRINTING & MAILING					
Group 4	CONTRACTUAL EXPENSE					
A.1670.0430	CONTRACTED SERVICES	5,100.00	5,100.00	4,561.62	0.00	538.38
A.1670.0450	MISCELLANEOUS	28,000.00	28,050.00	28,045.00	0.00	5.00
A.1670.0460	MATERIALS AND SUPPLIES	36,650.00	26,600.92	25,083.17	1,544.49	(26.74)
Total Group 4	CONTRACTUAL EXPENSE	<u>69,760.00</u>	<u>69,760.92</u>	<u>67,689.79</u>	<u>1,544.49</u>	<u>616.64</u>
Total Dept 1670	CENTRAL PRINTING & MAILING	<u>69,760.00</u>	<u>69,760.92</u>	<u>67,689.79</u>	<u>1,544.49</u>	<u>616.64</u>
Dept 1680	INFORMATION TECHNOLOGY					
Group 1	PERSONAL SERVICES					
A.1680.0110	SALARIES	132,572.00	113,747.00	113,730.87	0.00	16.13
A.1680.0130	WAGES	185,338.00	132,713.00	132,701.42	0.00	11.58
A.1680.0140	TEMPORARY	0.00	26,125.00	26,124.00	0.00	1.00
A.1680.0150	OVERTIME	1,500.00	1,500.00	533.99	0.00	966.01
A.1680.0175	HEALTH INSURANCE BUYOUT	1,500.00	3,550.00	3,527.47	0.00	22.53
Total Group 1	PERSONAL SERVICES	<u>320,910.00</u>	<u>277,635.00</u>	<u>276,617.76</u>	<u>0.00</u>	<u>1,017.26</u>
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.1680.0250	OTHER EQUIPMENT	15,000.00	0.00	0.00	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	<u>15,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Group 4	CONTRACTUAL EXPENSE					
A.1680.0410	UTILITIES	20,757.00	20,957.00	20,956.80	0.00	0.20

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1680	INFORMATION TECHNOLOGY					
Group 4	CONTRACTUAL EXPENSE					
A.1680.0430	CONTRACTED SERVICES	37,703.00	35,128.00	35,116.11	0.00	11.89
A.1680.0440	FEES, NON EMPLOYEE	1,000.00	1,000.00	0.00	0.00	1,000.00
A.1680.0450	MISCELLANEOUS	7,200.00	3,450.00	3,434.15	0.00	15.85
A.1680.0460	MATERIALS AND SUPPLIES	1,000.00	1,000.00	21.24	0.00	978.76
A.1680.0465	EQUIPMENT < 5000	6,500.00	2,514.78	1,730.90	762.08	21.80
Total Group 4	CONTRACTUAL EXPENSE	74,160.00	64,049.78	61,269.20	762.08	2,028.60
Group 8	EMPLOYEE BENEFITS					
A.1680.0810	STATE RETIREMENT	33,405.00	34,355.00	34,355.00	0.00	0.00
A.1680.0830	SOCIAL SECURITY	24,551.00	20,701.00	20,696.32	0.00	4.68
A.1680.0850	HEALTH INSURANCE	49,617.00	49,617.00	35,043.99	0.00	14,573.01
Total Group 8	EMPLOYEE BENEFITS	107,573.00	104,673.00	90,096.31	0.00	14,577.69
Total Dept 1680	INFORMATION TECHNOLOGY	517,643.00	446,367.78	427,972.26	762.08	17,623.44
Dept 1930	JUDGEMENTS & CLAIMS					
Group 4	CONTRACTUAL EXPENSE					
A.1930.0430	JUDGEMENTS AND CLAIMS	5,000.00	5,000.00	0.00	0.00	5,000.00
Total Group 4	CONTRACTUAL EXPENSE	5,000.00	5,000.00	0.00	0.00	5,000.00
Total Dept 1930	JUDGEMENTS & CLAIMS	5,000.00	5,000.00	0.00	0.00	5,000.00
Dept 1950	TAXES ON MUNICIPA PROPERTY					
Group 4	CONTRACTUAL EXPENSE					
A.1950.0430	TAXES ON MUNICIPAL PROPERTY	21,250.00	21,250.00	21,124.80	0.00	125.20
Total Group 4	CONTRACTUAL EXPENSE	21,250.00	21,250.00	21,124.80	0.00	125.20
Total Dept 1950	TAXES ON MUNICIPA PROPERTY	21,250.00	21,250.00	21,124.80	0.00	125.20

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 1990	CONTINGENT					
Group 4	CONTRACTUAL EXPENSE					
A.1990.0430	CONTINGENT	1,064,972.00	164,972.00	0.00	0.00	164,972.00
Total Group 4	CONTRACTUAL EXPENSE	1,064,972.00	164,972.00	0.00	0.00	164,972.00
Total Dept 1990	CONTINGENT	1,064,972.00	164,972.00	0.00	0.00	164,972.00
Dept 3120	POLICE					
Group 1	PERSONAL SERVICES					
A.3120.0110	SALARIES	190,279.00	194,679.00	194,669.96	0.00	9.04
A.3120.0120	CLERICAL	94,916.00	99,566.00	99,555.22	0.00	10.78
A.3120.0130	WAGES	4,329,783.00	4,372,858.00	4,372,851.11	0.00	6.89
A.3120.0140	TEMPORARY	60,000.00	52,300.00	52,290.42	0.00	9.58
A.3120.0150	OVERTIME	325,000.00	378,050.00	378,044.69	0.00	5.31
A.3120.0155	HOLIDAY PAY	48,500.00	42,600.00	42,593.78	0.00	6.22
A.3120.0175	HEALTH INSURANCE BUYOUT	22,800.00	23,350.00	23,341.61	0.00	8.39
A.3120.0180	LINE UP PAY	46,000.00	46,000.00	45,055.86	0.00	944.14
A.3120.0185	ON CALL COMPENSATION	14,500.00	12,625.00	12,623.95	0.00	1.05
A.3120.0195	CLOTHING ALLOWANCE	13,000.00	14,650.00	14,650.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	6,144,778.00	6,236,678.00	6,235,676.60	0.00	1,001.40
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.3120.0230	MOTOR VEHICLES	148,100.00	140,275.00	140,272.17	0.00	2.83
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	148,100.00	140,275.00	140,272.17	0.00	2.83
Group 4	CONTRACTUAL EXPENSE					
A.3120.0410	UTILITIES	27,900.00	15,175.00	14,498.03	0.00	676.97
A.3120.0410.0307	UTILITIES	0.00	0.00	674.82	0.00	(674.82)
A.3120.0420	INSURANCE	4,200.00	2,900.00	2,700.69	0.00	199.31

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 3120	POLICE					
Group 4	CONTRACTUAL EXPENSE					
A.3120.0430	CONTRACTED SERVICES	245,600.00	223,900.00	221,321.83	0.00	2,578.17
A.3120.0430.0301	CONTRACTED SERVICES	6,500.00	6,500.00	9,069.64	0.00	(2,569.64)
A.3120.0440	FEES, NON EMPLOYEE	5,950.00	9,125.00	9,119.10	0.00	5.90
A.3120.0450	MISCELLANEOUS	47,250.00	25,175.00	32,397.53	2,732.80	(9,955.33)
A.3120.0450.0302	MISCELLANEOUS	15,000.00	15,000.00	12,885.36	525.00	1,589.64
A.3120.0450.0303	MISCELLANEOUS	6,500.00	7,314.33	3,521.04	0.00	3,793.29
A.3120.0450.0304	MISCELLANEOUS	30,000.00	30,000.00	23,470.09	616.00	5,913.91
A.3120.0450.0308	MISCELLANEOUS	0.00	0.00	1,339.15	0.00	(1,339.15)
A.3120.0455	VEHICLE EXPENSES	193,700.00	206,325.00	189,503.29	672.00	16,149.71
A.3120.0455.0305	VEHICLE EXPENSES	13,000.00	13,000.00	25,109.97	0.00	(12,109.97)
A.3120.0455.0306	VEHICLE EXPENSES	10,000.00	10,000.00	4,108.50	0.00	5,891.50
A.3120.0460	MATERIALS AND SUPPLIES	25,000.00	12,475.00	20,004.29	0.00	(7,529.29)
A.3120.0460.0304	MATERIALS AND SUPPLIES	0.00	0.00	2,732.80	0.00	(2,732.80)
A.3120.0460.0308	MATERIALS AND SUPPLIES	4,000.00	4,000.00	2,597.40	0.00	1,402.60
A.3120.0460.0309	MATERIALS AND SUPPLIES	14,100.00	14,100.00	12,901.40	0.00	1,198.60
A.3120.0460.0310	MATERIALS AND SUPPLIES	5,000.00	5,000.00	1,989.86	0.00	3,010.14
A.3120.0460.0311	MATERIALS AND SUPPLIES	3,000.00	3,019.56	676.21	0.00	2,343.35
A.3120.0460.0312	MATERIALS AND SUPPLIES	3,000.00	3,000.00	2,258.05	0.00	741.95
A.3120.0460.0313	MATERIALS AND SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00
A.3120.0460.0314	MATERIALS AND SUPPLIES	2,000.00	2,000.00	2,425.66	0.00	(425.66)
A.3120.0465	EQUIPMENT < 5000	125,200.00	116,702.36	115,243.53	9,907.04	(8,448.21)
A.3120.0465.0315	EQUIPMENT < 5000	0.00	0.00	1,436.94	0.00	(1,436.94)
Total Group 4	CONTRACTUAL EXPENSE	788,900.00	726,711.25	711,985.18	14,462.84	273.23
Group 8	EMPLOYEE BENEFITS					
A.3120.0810	STATE RETIREMENT	8,779.00	8,779.00	8,573.00	0.00	206.00
A.3120.0820	POLICE AND FIRE RETIREMENT	1,121,103.00	1,130,578.00	1,130,575.00	0.00	3.00
A.3120.0830	SOCIAL SECURITY	393,578.00	383,828.00	383,818.77	0.00	9.23
A.3120.0840	WORKERS COMPENSATION	100,000.00	84,750.00	84,728.02	0.00	21.98
A.3120.0850	HEALTH INSURANCE	936,948.00	936,948.00	859,861.10	0.00	77,086.90

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 3120	POLICE					
Group 8	EMPLOYEE BENEFITS					
Total Group 8	EMPLOYEE BENEFITS	2,660,408.00	2,644,883.00	2,467,555.89	0.00	77,327.11
Total Dept 3120	POLICE	8,642,186.00	8,648,647.25	8,565,489.84	14,452.84	78,604.57
Dept 3410	FIRE DEPARTMENT					
Group 1	PERSONAL SERVICES					
A.3410.0110	SALARIES	178,270.00	181,320.00	181,314.62	0.00	5.38
A.3410.0120	CLERICAL	37,972.00	37,972.00	37,179.53	0.00	792.47
A.3410.0130	WAGES	4,123,964.00	4,615,414.00	4,615,401.31	0.00	12.69
A.3410.0140	TEMPORARY	0.00	3,250.00	3,238.82	0.00	11.18
A.3410.0150	OVERTIME	570,000.00	862,475.00	862,459.24	0.00	15.76
A.3410.0155	HOLIDAY PAY	175,000.00	187,375.00	187,372.23	0.00	2.77
A.3410.0175	HEALTH INSURANCE BUYOUT	12,500.00	14,425.00	14,422.50	0.00	2.50
A.3410.0190	CONTRACTUAL BONUS PAYMENT	17,400.00	17,400.00	16,500.00	0.00	900.00
Total Group 1	PERSONAL SERVICES	5,115,106.00	5,919,631.00	5,917,888.25	0.00	1,742.75
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.3410.0230	MOTOR VEHICLES	0.00	42,948.80	42,948.80	0.00	0.00
A.3410.0250	OTHER EQUIPMENT	56,000.00	56,000.00	0.00	0.00	56,000.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	56,000.00	98,948.80	42,948.80	0.00	66,000.00
Group 4	CONTRACTUAL EXPENSE					
A.3410.0410	UTILITIES	49,000.00	49,000.00	35,831.09	0.00	13,168.91
A.3410.0420	INSURANCE	22,725.00	22,725.00	18,716.29	0.00	4,008.71
A.3410.0430	CONTRACTED SERVICES	74,085.00	74,884.95	56,973.07	17,409.19	502.69
A.3410.0440	FEES, NON EMPLOYEE	5,000.00	5,000.00	4,335.00	0.00	665.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 3410	FIRE DEPARTMENT					
Group 4	CONTRACTUAL EXPENSE					
A.3410.0450	MISCELLANEOUS	22,350.00	22,350.00	8,419.92	0.00	13,930.08
A.3410.0455	VEHICLE EXPENSES	129,000.00	133,511.19	118,652.69	280.96	14,577.54
A.3410.0460	MATERIALS AND SUPPLIES	34,500.00	34,878.38	27,854.96	0.00	7,023.42
A.3410.0465	EQUIPMENT < 5000	80,200.00	86,704.02	80,988.36	5,702.08	13.58
Total Group 4	CONTRACTUAL EXPENSE	416,860.00	429,053.64	351,771.38	23,392.23	53,889.93
Group 8	EMPLOYEE BENEFITS					
A.3410.0810	STATE RETIREMENT	6,057.00	6,057.00	6,041.00	0.00	16.00
A.3410.0820	POLICE AND FIRE RETIREMENT	1,397,636.00	1,562,961.00	1,562,944.71	0.00	16.29
A.3410.0830	SOCIAL SECURITY	391,300.00	428,900.00	428,877.83	0.00	22.17
A.3410.0840	WORKERS COMPENSATION	80,000.00	171,500.00	171,494.99	0.00	5.01
A.3410.0850	HEALTH INSURANCE	1,154,871.00	1,154,871.00	1,120,073.20	0.00	34,797.80
Total Group 8	EMPLOYEE BENEFITS	3,029,864.00	3,324,289.00	3,289,431.73	0.00	34,857.27
Total Dept 3410	FIRE DEPARTMENT	8,617,830.00	9,771,922.34	9,602,040.16	23,392.23	146,489.95
Dept 3510	CONTROL OF ANIMALS					
Group 4	CONTRACTUAL EXPENSE					
A.3510.0430	CONTRACTED SERVICES	101,231.00	101,231.00	94,365.78	0.00	6,865.22
Total Group 4	CONTRACTUAL EXPENSE	101,231.00	101,231.00	94,365.78	0.00	6,865.22
Total Dept 3510	CONTROL OF ANIMALS	101,231.00	101,231.00	94,365.78	0.00	6,865.22
Dept 3620	CODE ENFORCEMENT					
Group 1	PERSONAL SERVICES					
A.3620.0110	SALARIES	67,677.00	69,252.00	69,238.76	0.00	13.24
A.3620.0120	CLERICAL	37,090.00	46,640.00	46,633.60	0.00	6.40

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 3620	CODE ENFORCEMENT					
Group 1	PERSONAL SERVICES					
A.3620.0130	WAGES	137,452.00	137,452.00	120,973.33	0.00	16,478.67
A.3620.0140	TEMPORARY	0.00	50.00	26.88	0.00	23.12
A.3620.0150	OVERTIME	2,500.00	2,500.00	1,742.29	0.00	757.71
Total Group 1	PERSONAL SERVICES	244,719.00	265,894.00	238,614.86	0.00	17,279.14
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.3620.0230	MOTOR VEHICLES	27,500.00	27,500.00	31,071.63	0.00	(3,571.63)
A.3620.0250	OTHER EQUIPMENT	0.00	17,820.00	0.00	0.00	17,820.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	27,500.00	45,320.00	31,071.63	0.00	14,248.37
Group 4	CONTRACTUAL EXPENSE					
A.3620.0410	UTILITIES	400.00	3,350.00	3,334.65	0.00	15.35
A.3620.0430	CONTRACTED SERVICES	107,208.00	67,968.00	67,967.52	0.00	0.48
A.3620.0450	MISCELLANEOUS	9,600.00	9,600.00	5,225.28	135.00	4,239.72
A.3620.0455	VEHICLE EXPENSES	10,750.00	10,750.00	8,536.85	0.00	2,213.15
A.3620.0460	MATERIALS AND SUPPLIES	1,000.00	1,000.00	162.78	0.00	837.22
A.3620.0465	EQUIPMENT < 5000	2,000.00	4,964.78	3,249.66	1,707.92	7.20
Total Group 4	CONTRACTUAL EXPENSE	130,958.00	97,632.78	88,476.74	1,842.92	7,313.12
Group 8	EMPLOYEE BENEFITS					
A.3620.0810	STATE RETIREMENT	36,480.00	36,480.00	36,228.00	0.00	252.00
A.3620.0830	SOCIAL SECURITY	18,721.00	18,721.00	16,902.35	0.00	1,818.65
A.3620.0840	WORKERS COMPENSATION	0.00	12,000.00	11,991.52	0.00	8.48
A.3620.0850	HEALTH INSURANCE	78,896.00	78,896.00	70,111.60	0.00	8,784.40
Total Group 8	EMPLOYEE BENEFITS	134,097.00	146,097.00	136,233.47	0.00	10,863.53

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 3620	CODE ENFORCEMENT					
Total Dept 3620	CODE ENFORCEMENT	637,274.00	544,943.78	493,396.70	1,842.92	49,704.16
Dept 5010	DPW MUNICIPAL MAINTENANCE					
Group 1	PERSONAL SERVICES					
A.5010.0110	SALARIES	44,761.00	44,761.00	42,396.77	0.00	2,364.23
A.5010.0130	WAGES	141,333.00	158,858.00	158,851.56	0.00	6.44
A.5010.0140	TEMPORARY	53,200.00	38,800.00	38,785.63	0.00	14.37
A.5010.0150	OVERTIME	5,000.00	12,075.00	12,066.19	0.00	8.81
A.5010.0175	HEALTH INSURANCE BUYOUT	0.00	1,025.00	1,005.00	0.00	20.00
Total Group 1	PERSONAL SERVICES	244,294.00	256,619.00	253,105.15	0.00	2,413.86
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.5010.0230	MOTOR VEHICLES	0.00	38,484.08	38,484.08	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	0.00	38,484.08	38,484.08	0.00	0.00
Group 4	CONTRACTUAL EXPENSE					
A.5010.0410	UTILITIES	5,140.00	5,140.00	4,661.05	0.00	478.95
A.5010.0420	INSURANCE	650.00	3,225.00	3,220.94	0.00	4.06
A.5010.0430	CONTRACTED SERVICES	17,363.00	10,213.00	10,192.03	0.00	20.97
A.5010.0440	FEES, NON EMPLOYEE	2,450.00	2,450.00	1,146.00	0.00	1,304.00
A.5010.0450	MISCELLANEOUS	7,950.00	4,925.00	4,918.74	0.00	6.26
A.5010.0455	VEHICLE EXPENSES	48,500.00	41,368.40	41,344.73	0.00	23.67
A.5010.0460	MATERIALS AND SUPPLIES	36,850.00	37,998.00	32,909.45	2,731.66	2,356.89
A.5010.0465	EQUIPMENT < 5000	4,700.00	9,075.00	3,788.84	5,262.08	24.08
Total Group 4	CONTRACTUAL EXPENSE	123,603.00	114,394.40	102,181.78	7,993.74	4,218.88
Group 8	EMPLOYEE BENEFITS					

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5010	DPW MUNICIPAL MAINTENANCE					
Group 8	EMPLOYEE BENEFITS					
A.5010.0810	STATE RETIREMENT	30,507.00	26,232.00	26,231.00	0.00	1.00
A.5010.0830	SOCIAL SECURITY	18,687.00	18,687.00	18,420.85	0.00	266.15
A.5010.0840	WORKERS COMPENSATION	45,000.00	45,000.00	43,010.62	0.00	1,989.38
A.5010.0850	HEALTH INSURANCE	52,250.00	64,000.00	63,997.25	0.00	2.75
Total Group 8	EMPLOYEE BENEFITS	146,444.00	163,919.00	161,669.72	0.00	2,269.28
Total Dept 5010	DPW MUNICIPAL MAINTENANCE	614,341.00	662,316.48	645,430.73	7,993.74	8,892.01
Dept 5110	DPW ROAD MAINTENANCE/CHIPS					
Group 1	PERSONAL SERVICES					
A.5110.0110	SALARIES	44,761.00	44,761.00	43,938.45	0.00	822.55
A.5110.0130	WAGES	340,215.00	288,790.00	288,784.76	0.00	5.24
A.5110.0140	TEMPORARY	7,000.00	2,450.00	2,442.79	0.00	7.21
A.5110.0150	OVERTIME	1,000.00	5,825.00	5,805.01	0.00	19.99
A.5110.0175	HEALTH INSURANCE BUYOUT	2,800.00	3,775.00	3,752.00	0.00	23.00
Total Group 1	PERSONAL SERVICES	395,776.00	346,601.00	344,723.01	0.00	877.99
Group 4	CONTRACTUAL EXPENSE					
A.5110.0410	UTILITIES	1,006.00	1,006.00	144.94	0.00	861.06
A.5110.0420	INSURANCE	300.00	5,675.00	5,660.60	0.00	14.40
A.5110.0430	CONTRACTED SERVICES	39,738.00	8,738.00	3,652.63	5,050.83	34.54
A.5110.0440	FEES, NON EMPLOYEE	900.00	1,150.00	1,130.00	0.00	20.00
A.5110.0450	MISCELLANEOUS	5,475.00	5,475.00	1,802.95	0.00	3,672.05
A.5110.0455	VEHICLE EXPENSES	116,500.00	97,650.00	97,643.39	0.00	6.61
A.5110.0460	MATERIALS AND SUPPLIES	85,000.00	66,875.00	66,853.76	481.77	(460.53)

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5110	DPW ROAD MAINTENANCE/CHIPS					
Group 4	CONTRACTUAL EXPENSE					
A.5110.0465	EQUIPMENT < 5000	1,100.00	3,025.00	3,003.00	0.00	22.00
Total Group 4	CONTRACTUAL EXPENSE	260,019.00	189,594.00	179,891.27	5,532.60	4,170.13
Group 8	EMPLOYEE BENEFITS					
A.5110.0810	STATE RETIREMENT	54,714.00	47,314.00	47,299.21	0.00	14.79
A.5110.0830	SOCIAL SECURITY	30,276.00	28,826.00	24,855.46	0.00	3,970.54
A.5110.0840	WORKERS COMPENSATION	45,000.00	2,575.00	2,550.39	0.00	24.61
A.5110.0850	HEALTH INSURANCE	107,867.00	96,067.00	95,852.32	0.00	214.68
Total Group 8	EMPLOYEE BENEFITS	237,867.00	174,782.00	170,567.38	0.00	4,224.62
Total Dept 5110	DPW ROAD MAINTENANCE/CHIPS	883,662.00	709,977.00	696,171.66	5,532.60	9,272.74
Dept 5142	DPW SNOW REMOVAL					
Group 1	PERSONAL SERVICES					
A.5142.0110	SALARIES	44,092.00	48,842.00	48,820.51	0.00	21.49
A.5142.0130	WAGES	425,247.00	454,947.00	454,943.74	0.00	3.26
A.5142.0150	OVERTIME	70,000.00	133,550.00	133,543.77	0.00	6.23
A.5142.0175	HEALTH INSURANCE BUYOUT	3,724.00	4,199.00	4,191.00	0.00	8.00
Total Group 1	PERSONAL SERVICES	543,063.00	641,538.00	641,499.02	0.00	38.98
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.5142.0230	MOTOR VEHICLES	0.00	34,198.68	34,198.68	0.00	0.00
A.5142.0250	OTHER EQUIPMENT	10,000.00	43,344.32	43,344.32	0.00	0.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	10,000.00	77,543.00	77,543.00	0.00	0.00
Group 4	CONTRACTUAL EXPENSE					
A.5142.0410	UTILITIES	5,724.00	5,724.00	4,465.00	0.00	1,259.00
A.5142.0420	INSURANCE	400.00	7,875.00	7,860.66	0.00	14.34

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5142	DPW SNOW REMOVAL					
Group 4	CONTRACTUAL EXPENSE					
A.5142.0430	CONTRACTED SERVICES	27,917.00	32,167.00	27,759.26	4,400.00	7.74
A.5142.0440	FEES, NON EMPLOYEE	700.00	1,450.00	1,440.58	0.00	9.42
A.5142.0450	MISCELLANEOUS	0.00	75.00	66.00	0.00	9.00
A.5142.0455	VEHICLE EXPENSES	128,975.00	125,670.87	125,663.53	0.00	7.34
A.5142.0460	MATERIALS AND SUPPLIES	200,700.00	226,300.00	222,635.56	18,782.18	(15,117.74)
A.5142.0465	EQUIPMENT < 5000	0.00	650.00	640.35	0.00	9.65
Total Group 4	CONTRACTUAL EXPENSE	364,416.00	399,911.87	390,530.94	23,182.18	(13,801.25)
Group 8	EMPLOYEE BENEFITS					
A.5142.0810	STATE RETIREMENT	78,038.00	78,038.00	76,847.00	0.00	1,191.00
A.5142.0830	SOCIAL SECURITY	41,548.00	46,973.00	46,953.15	0.00	19.85
A.5142.0840	WORKERS COMPENSATION	20,000.00	600.00	594.68	0.00	5.32
A.5142.0850	HEALTH INSURANCE	134,537.00	121,337.00	121,318.10	0.00	18.90
Total Group 8	EMPLOYEE BENEFITS	274,123.00	246,948.00	245,712.93	0.00	1,236.07
Total Dept 5142	DPW SNOW REMOVAL	1,191,602.00	1,366,940.87	1,355,285.89	23,182.18	(12,527.20)
Dept 5184	HYDRO ELECTRIC PRODUCTION					
Group 1	PERSONAL SERVICES					
A.5184.0110	SALARIES	8,976.00	8,976.00	8,975.99	0.00	0.01
A.5184.0130	WAGES	10,508.00	10,858.00	10,854.83	0.00	3.17
A.5184.0150	OVERTIME	0.00	75.00	66.41	0.00	8.59
Total Group 1	PERSONAL SERVICES	19,484.00	19,909.00	19,897.23	0.00	11.77
Group 4	CONTRACTUAL EXPENSE					
A.5184.0410	UTILITIES	1,700.00	1,700.00	1,329.24	0.00	370.76

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5184	HYDRO ELECTRIC PRODUCTION					
Group 4	CONTRACTUAL EXPENSE					
A.5184.0420	INSURANCE	11,400.00	11,400.00	9,059.19	0.00	2,340.81
A.5184.0430	CONTRACTED SERVICES	265,200.00	367,405.00	367,390.59	0.00	14.41
A.5184.0450	MISCELLANEOUS	0.00	125.00	119.29	0.00	5.71
A.5184.0460	MATERIALS AND SUPPLIES	0.00	125.00	122.20	0.00	2.80
A.5184.0465	EQUIPMENT < 5000	21,000.00	1,414.78	639.78	762.08	12.92
Total Group 4	CONTRACTUAL EXPENSE	299,300.00	382,169.78	378,660.29	762.08	2,747.41
Group 8	EMPLOYEE BENEFITS					
A.5184.0810	STATE RETIREMENT	2,404.00	3,479.00	3,464.00	0.00	15.00
A.5184.0830	SOCIAL SECURITY	1,491.00	1,491.00	1,460.14	0.00	30.86
A.5184.0840	WORKERS COMPENSATION	45,000.00	30,725.00	30,704.00	0.00	21.00
A.5184.0850	HEALTH INSURANCE	4,190.00	5,215.00	5,204.54	0.00	10.46
Total Group 8	EMPLOYEE BENEFITS	63,085.00	40,910.00	40,832.68	0.00	77.32
Total Dept 5184	HYDRO ELECTRIC PRODUCTION	371,869.00	442,988.78	439,390.20	762.08	2,836.60
Dept 5186	TRAFFIC CONTROL & LIGHTING					
Group 1	PERSONAL SERVICES					
A.5186.0130	WAGES	233,444.00	231,394.00	231,392.55	0.00	1.45
A.5186.0140	TEMPORARY	6,600.00	22,750.00	22,746.55	0.00	3.45
A.5186.0150	OVERTIME	20,000.00	23,250.00	23,235.30	0.00	14.70
Total Group 1	PERSONAL SERVICES	260,044.00	277,394.00	277,374.40	0.00	19.60
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.5186.0250	OTHER EQUIPMENT	45,650.00	51,350.00	51,330.00	0.00	20.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	45,650.00	51,350.00	51,330.00	0.00	20.00
Group 4	CONTRACTUAL EXPENSE					

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5186	TRAFFIC CONTROL & LIGHTING					
Group 4	CONTRACTUAL EXPENSE					
A.5186.0410	UTILITIES	352,455.00	331,980.00	331,968.79	0.00	11.21
A.5186.0420	INSURANCE	1,700.00	2,475.00	2,452.99	0.00	22.01
A.5186.0430	CONTRACTED SERVICES	12,444.00	9,094.00	9,076.92	0.00	17.08
A.5186.0440	FEES, NON EMPLOYEE	600.00	1,300.00	1,291.78	0.00	8.22
A.5186.0450	MISCELLANEOUS	3,700.00	3,825.00	3,817.65	0.00	7.35
A.5186.0455	VEHICLE EXPENSES	23,525.00	17,325.00	17,307.00	0.00	18.00
A.5186.0460	MATERIALS AND SUPPLIES	37,050.00	41,025.40	40,398.99	660.32	(33.91)
A.5186.0465	EQUIPMENT < 5000	5,600.00	7,364.78	6,599.82	762.08	2.88
Total Group 4	CONTRACTUAL EXPENSE	437,074.00	414,389.18	412,913.94	1,422.40	52.84
Group 8	EMPLOYEE BENEFITS					
A.5186.0810	STATE RETIREMENT	39,339.00	37,314.00	37,289.26	0.00	24.74
A.5186.0830	SOCIAL SECURITY	19,895.00	20,670.00	20,652.30	0.00	17.70
A.5186.0840	WORKERS COMPENSATION	1,000.00	18,850.00	18,837.30	0.00	12.70
A.5186.0850	HEALTH INSURANCE	50,022.00	50,022.00	11,463.44	0.00	38,558.56
A.5186.0850.0015	HEALTH INSURANCE	0.00	6,825.00	45,068.71	0.00	(38,243.71)
Total Group 8	EMPLOYEE BENEFITS	110,256.00	133,681.00	133,311.01	0.00	369.99
Total Dept 5186	TRAFFIC CONTROL & LIGHTING	853,024.00	876,814.18	874,929.35	1,422.40	462.43
Dept 5630	BUS OPERATIONS					
Group 1	PERSONAL SERVICES					
A.5630.0110	SALARIES	65,000.00	0.00	0.00	0.00	0.00
A.5630.0120	CLERICAL	16,767.00	17.00	0.00	0.00	17.00
A.5630.0130	WAGES	329,154.00	310,629.00	310,611.70	0.00	17.30

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 5630	BUS OPERATIONS					
Group 1	PERSONAL SERVICES					
A.5630.0140	TEMPORARY	40,000.00	70,075.00	70,069.38	0.00	5.62
A.5630.0150	OVERTIME	20,000.00	20,000.00	18,813.68	0.00	1,186.32
A.5630.0175	HEALTH INSURANCE BUYOUT	7,100.00	7,100.00	3,954.03	0.00	3,145.97
Total Group 1	PERSONAL SERVICES	478,021.00	407,821.00	403,448.79	0.00	4,372.21
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.5630.0230	MOTOR VEHICLES	32,000.00	36,375.00	36,361.51	0.00	13.49
A.5630.0250	OTHER EQUIPMENT	17,000.00	17,000.00	8,995.00	0.00	8,005.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	49,000.00	53,375.00	45,356.51	0.00	8,018.49
Group 4	CONTRACTUAL EXPENSE					
A.5630.0410	UTILITIES	7,300.00	7,300.00	6,891.55	0.00	408.45
A.5630.0420	INSURANCE	1,375.00	1,400.00	1,394.09	0.00	5.91
A.5630.0430	CONTRACTED SERVICES	125,901.00	127,176.00	127,173.47	0.00	2.53
A.5630.0440	FEES, NON EMPLOYEE	2,200.00	2,575.00	2,552.00	0.00	23.00
A.5630.0450	MISCELLANEOUS	31,475.00	5,450.00	5,439.70	0.00	10.30
A.5630.0455	VEHICLE EXPENSES	211,920.00	186,251.18	182,251.78	3,978.00	21.40
A.5630.0460	MATERIALS AND SUPPLIES	5,500.00	6,000.00	5,994.46	0.00	5.54
A.5630.0465	EQUIPMENT < 5000	22,500.00	7,389.78	6,620.64	762.08	7.06
Total Group 4	CONTRACTUAL EXPENSE	408,171.00	343,641.96	338,317.69	4,740.08	484.19
Group 8	EMPLOYEE BENEFITS					
A.5630.0810	STATE RETIREMENT	53,408.00	44,458.00	44,440.00	0.00	18.00
A.5630.0830	SOCIAL SECURITY	36,570.00	29,720.00	29,709.86	0.00	10.14
A.5630.0840	WORKERS COMPENSATION	35,000.00	14,800.00	14,799.46	0.00	0.54

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 6630	BUS OPERATIONS					
Group 8	EMPLOYEE BENEFITS					
A.5630.0850	HEALTH INSURANCE	75,031.00	58,881.00	58,876.16	0.00	4.84
Total Group 8	EMPLOYEE BENEFITS	200,009.00	147,869.00	147,825.48	0.00	33.52
Total Dept 6630	BUS OPERATIONS	1,135,201.00	952,596.96	934,948.47	4,740.08	12,908.41
Dept 6650	OFF STREET PARKING					
Group 4	CONTRACTUAL EXPENSE					
A.5650.0410	UTILITIES	13,000.00	13,000.00	10,683.33	0.00	2,316.67
A.5650.0420	INSURANCE	2,400.00	2,400.00	1,702.60	0.00	697.40
A.5650.0430	CONTRACTED SERVICES	25,300.00	28,675.00	28,072.77	600.00	2.23
A.5650.0460	MATERIALS AND SUPPLIES	38,700.00	38,700.00	28,323.14	0.00	10,376.86
Total Group 4	CONTRACTUAL EXPENSE	79,400.00	82,775.00	68,781.84	600.00	13,393.16
Total Dept 6650	OFF STREET PARKING	79,400.00	82,775.00	68,781.84	600.00	13,393.16
Dept 6310	COMMUNITY ACTION					
Group 4	CONTRACTUAL EXPENSE					
A.6310.0430	COMMUNITY ACTION	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Dept 6310	COMMUNITY ACTION	15,000.00	15,000.00	15,000.00	0.00	0.00
Dept 6410	PUBLICITY					
Group 4	CONTRACTUAL EXPENSE					
A.6410.0430	PUBLICITY	3,500.00	3,500.00	1,807.97	0.00	1,692.03
A.6410.0460	MATERIALS AND SUPPLIES	0.00	3,000.00	2,981.39	0.00	18.61
Total Group 4	CONTRACTUAL EXPENSE	3,500.00	6,500.00	4,789.36	0.00	1,710.64
Total Dept 6410	PUBLICITY	3,500.00	6,500.00	4,789.36	0.00	1,710.64
Dept 7020	RECREATION ADMINISTRATION					

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 7020	RECREATION ADMINISTRATION					
Group 1	PERSONAL SERVICES					
A.7020.0110	SALARIES	136,223.00	138,498.00	138,477.33	0.00	20.67
A.7020.0120	CLERICAL	48,452.00	57,302.00	50,686.89	0.00	6,615.11
A.7020.0140	TEMPORARY	0.00	(6,500.00)	0.00	0.00	(6,500.00)
A.7020.0150	OVERTIME	1,000.00	1,000.00	149.90	0.00	850.10
Total Group 1	PERSONAL SERVICES	185,675.00	190,300.00	189,314.12	0.00	986.88
Group 4	CONTRACTUAL EXPENSE					
A.7020.0410	UTILITIES	4,521.00	6,021.00	6,008.63	0.00	12.37
A.7020.0430	CONTRACTED SERVICES	6,465.00	8,415.00	8,398.36	0.00	16.64
A.7020.0450	MISCELLANEOUS	2,625.00	3,375.00	3,360.63	0.00	14.37
A.7020.0455	VEHICLE EXPENSES	1,100.00	1,100.00	221.71	0.00	878.29
A.7020.0460	MATERIALS AND SUPPLIES	875.00	875.00	51.91	0.00	823.09
A.7020.0465	EQUIPMENT < 5000	0.00	3,004.56	1,279.56	1,707.92	17.08
Total Group 4	CONTRACTUAL EXPENSE	15,586.00	22,790.56	19,320.80	1,707.92	1,761.84
Group 8	EMPLOYEE BENEFITS					
A.7020.0810	STATE RETIREMENT	20,047.00	20,672.00	20,657.00	0.00	15.00
A.7020.0830	SOCIAL SECURITY	14,205.00	14,205.00	13,469.34	0.00	735.66
A.7020.0850	HEALTH INSURANCE	50,288.00	50,288.00	50,287.12	0.00	0.88
Total Group 8	EMPLOYEE BENEFITS	84,540.00	85,165.00	84,413.46	0.00	761.54
Total Dept 7020	RECREATION ADMINISTRATION	285,801.00	298,265.56	293,048.38	1,707.92	3,499.26
Dept 7110	THOMPSON PARK					
Group 1	PERSONAL SERVICES					
A.7110.0130	WAGES	75,054.00	83,379.00	83,362.22	0.00	16.78

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 7110	THOMPSON PARK					
Group 1	PERSONAL SERVICES					
A.7110.0140	TEMPORARY	33,000.00	37,725.00	37,709.87	0.00	15.13
A.7110.0150	OVERTIME	12,000.00	12,000.00	11,553.71	0.00	446.29
A.7110.0175	HEALTH INSURANCE BUYOUT	1,232.00	1,232.00	389.50	0.00	842.50
Total Group 1	PERSONAL SERVICES	121,286.00	134,336.00	133,016.30	0.00	1,320.70
Group 4	CONTRACTUAL EXPENSE					
A.7110.0410	UTILITIES	156,250.00	64,675.00	64,651.10	0.00	23.90
A.7110.0420	INSURANCE	6,025.00	6,025.00	5,553.18	0.00	471.82
A.7110.0430	CONTRACTED SERVICES	84,905.00	115,290.00	115,281.92	0.00	8.08
A.7110.0440	FEES, NON EMPLOYEE	375.00	375.00	0.00	0.00	375.00
A.7110.0450	MISCELLANEOUS	0.00	150.00	129.99	0.00	20.01
A.7110.0455	VEHICLE EXPENSES	20,025.00	20,750.00	20,730.01	0.00	19.99
A.7110.0460	MATERIALS AND SUPPLIES	16,270.00	11,245.00	11,171.80	2,009.69	(1,936.49)
A.7110.0465	EQUIPMENT < 5000	630.00	630.00	434.98	0.00	195.02
Total Group 4	CONTRACTUAL EXPENSE	284,480.00	219,140.00	217,952.98	2,009.69	(622.67)
Group 8	EMPLOYEE BENEFITS					
A.7110.0810	STATE RETIREMENT	15,526.00	18,601.00	18,583.00	0.00	18.00
A.7110.0830	SOCIAL SECURITY	9,279.00	9,804.00	9,793.54	0.00	10.46
A.7110.0840	WORKERS COMPENSATION	15,000.00	1,650.00	1,637.25	0.00	12.75
A.7110.0850	HEALTH INSURANCE	19,823.00	23,298.00	23,274.06	0.00	23.94
Total Group 8	EMPLOYEE BENEFITS	59,628.00	53,353.00	53,287.85	0.00	65.15
Total Dept 7110	THOMPSON PARK	466,394.00	406,829.00	404,256.13	2,009.69	563.18
Dept 7140	REC PLAYGROUNDS/DUFFY FG RES					

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 7140	REC PLAYGROUNDS/DUFFY FG RES					
Group 1	PERSONAL SERVICES					
A.7140.0130	WAGES	6,669.00	7,369.00	7,350.97	0.00	18.03
A.7140.0140	TEMPORARY	20,190.00	22,115.00	22,096.02	0.00	18.98
A.7140.0150	OVERTIME	0.00	1,225.00	1,201.07	0.00	23.93
Total Group 1	PERSONAL SERVICES	<u>26,859.00</u>	<u>30,709.00</u>	<u>30,648.06</u>	<u>0.00</u>	<u>60.94</u>
Group 4	CONTRACTUAL EXPENSE					
A.7140.0410	UTILITIES	400.00	400.00	64.97	0.00	335.03
A.7140.0420	INSURANCE	100.00	100.00	35.88	0.00	64.12
A.7140.0430	CONTRACTED SERVICES	240.00	690.00	675.00	0.00	15.00
A.7140.0440	FEES, NON EMPLOYEE	2,420.00	2,420.00	1,266.00	0.00	1,154.00
A.7140.0450	MISCELLANEOUS	400.00	400.00	245.44	0.00	154.56
A.7140.0455	VEHICLE EXPENSES	2,900.00	6,325.00	6,308.32	0.00	16.68
A.7140.0460	MATERIALS AND SUPPLIES	5,720.00	5,720.00	4,842.91	2,412.97	(1,535.88)
Total Group 4	CONTRACTUAL EXPENSE	<u>12,180.00</u>	<u>16,065.00</u>	<u>13,438.62</u>	<u>2,412.97</u>	<u>203.61</u>
Group 8	EMPLOYEE BENEFITS					
A.7140.0810	STATE RETIREMENT	2,187.00	5,187.00	4,364.00	0.00	823.00
A.7140.0830	SOCIAL SECURITY	2,055.00	2,330.00	2,307.06	0.00	22.94
A.7140.0850	HEALTH INSURANCE	2,695.00	2,720.00	2,695.18	0.00	24.82
Total Group 8	EMPLOYEE BENEFITS	<u>6,937.00</u>	<u>10,237.00</u>	<u>9,366.24</u>	<u>0.00</u>	<u>870.76</u>
Total Dept 7140	REC PLAYGROUNDS/DUFFY FG RES	<u>45,976.00</u>	<u>67,001.00</u>	<u>63,452.82</u>	<u>2,412.97</u>	<u>1,136.21</u>
Dept 7141	RECREATION FAIRGROUNDS					
Group 1	PERSONAL SERVICES					
A.7141.0130	WAGES	28,734.00	28,734.00	27,415.91	0.00	1,318.09

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 7141	RECREATION FAIRGROUNDS					
Group 1	PERSONAL SERVICES					
A.7141.0140	TEMPORARY	25,000.00	42,175.00	42,150.50	0.00	24.50
A.7141.0150	OVERTIME	2,000.00	7,100.00	7,070.79	0.00	29.21
Total Group 1	PERSONAL SERVICES	55,734.00	78,009.00	76,637.20	0.00	1,371.80
Group 4	CONTRACTUAL EXPENSE					
A.7141.0410	UTILITIES	30,775.00	30,775.00	14,023.05	0.00	16,751.95
A.7141.0420	INSURANCE	2,925.00	3,100.00	3,077.77	0.00	22.23
A.7141.0430	CONTRACTED SERVICES	6,665.00	11,450.00	11,384.45	0.00	65.55
A.7141.0440	FEES, NON EMPLOYEE	625.00	625.00	139.00	0.00	486.00
A.7141.0450	MISCELLANEOUS	0.00	150.00	150.00	0.00	0.00
A.7141.0455	VEHICLE EXPENSES	11,600.00	27,525.00	27,507.42	0.00	17.58
A.7141.0460	MATERIALS AND SUPPLIES	26,650.00	28,425.00	28,139.98	1,161.10	(876.08)
A.7141.0465	EQUIPMENT < 5000	0.00	8,450.00	8,437.20	0.00	12.80
Total Group 4	CONTRACTUAL EXPENSE	79,240.00	110,600.00	92,858.87	1,161.10	16,480.03
Group 8	EMPLOYEE BENEFITS					
A.7141.0810	STATE RETIREMENT	6,072.00	7,147.00	7,141.00	0.00	6.00
A.7141.0830	SOCIAL SECURITY	4,265.00	5,740.00	5,739.17	0.00	0.83
A.7141.0850	HEALTH INSURANCE	8,898.00	8,898.00	8,897.82	0.00	0.18
Total Group 8	EMPLOYEE BENEFITS	19,235.00	21,785.00	21,777.99	0.00	7.01
Total Dept 7141	RECREATION FAIRGROUNDS	154,209.00	210,294.00	191,274.06	1,161.10	17,858.84
Dept 7143	RECREATION ATHLETIC PROG.					
Group 1	PERSONAL SERVICES					
A.7143.0130	WAGES	26,081.00	27,381.00	27,371.19	0.00	9.81

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Type E	Expense					
Dept 7143	RECREATION ATHLETIC PROG.					
Group 1	PERSONAL SERVICES					
A.7143.0140	TEMPORARY	40,000.00	31,075.00	31,074.44	0.00	0.56
A.7143.0150	OVERTIME	1,000.00	5,525.00	5,516.69	0.00	8.31
Total Group 1	PERSONAL SERVICES	67,081.00	63,981.00	63,962.32	0.00	18.68
Group 4	CONTRACTUAL EXPENSE					
A.7143.0410	UTILITIES	2,450.00	3,050.00	3,028.00	0.00	22.00
A.7143.0420	INSURANCE	7,475.00	2,600.00	2,580.64	0.00	19.36
A.7143.0430	CONTRACTED SERVICES	5,650.00	5,600.00	5,597.00	0.00	3.00
A.7143.0440	FEES, NON EMPLOYEE	5,525.00	8,475.00	8,458.00	0.00	17.00
A.7143.0450	MISCELLANEOUS	1,675.00	2,075.00	1,830.00	0.00	245.00
A.7143.0455	VEHICLE EXPENSES	9,900.00	11,725.00	11,703.64	0.00	21.36
A.7143.0460	MATERIALS AND SUPPLIES	18,950.00	24,925.00	21,874.01	3,042.07	8.92
A.7143.0465	EQUIPMENT < 5000	550.00	550.00	0.00	0.00	550.00
Total Group 4	CONTRACTUAL EXPENSE	62,175.00	69,000.00	65,071.29	3,042.07	886.64
Group 8	EMPLOYEE BENEFITS					
A.7143.0810	STATE RETIREMENT	6,483.00	6,883.00	6,872.00	0.00	11.00
A.7143.0830	SOCIAL SECURITY	5,133.00	5,133.00	4,778.43	0.00	354.57
A.7143.0850	HEALTH INSURANCE	7,668.00	7,693.00	7,668.04	0.00	24.96
Total Group 8	EMPLOYEE BENEFITS	19,284.00	19,709.00	19,318.47	0.00	390.53
Total Dept 7143	RECREATION ATHLETIC PROG.	138,540.00	142,690.00	138,362.08	3,042.07	1,295.85
Dept 7180	RECREATION SWIMMING POOLS					
Group 1	PERSONAL SERVICES					
A.7180.0130	WAGES	17,824.00	18,974.00	18,950.39	0.00	23.61

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Type E	Expense					
Dept 7180	RECREATION SWIMMING POOLS					
Group 1	PERSONAL SERVICES					
A.7180.0140	TEMPORARY	45,000.00	58,325.00	58,320.78	0.00	4.22
A.7180.0150	OVERTIME	2,500.00	4,450.00	4,437.29	0.00	12.71
Total Group 1	PERSONAL SERVICES	65,324.00	81,749.00	81,708.46	0.00	40.64
Group 4	CONTRACTUAL EXPENSE					
A.7180.0410	UTILITIES	21,650.00	16,600.00	16,593.38	0.00	6.62
A.7180.0420	INSURANCE	2,175.00	2,175.00	1,733.38	0.00	441.62
A.7180.0430	CONTRACTED SERVICES	2,500.00	20,625.00	18,812.94	1,799.60	12.46
A.7180.0440	FEES, NON EMPLOYEE	5,200.00	150.00	130.00	0.00	20.00
A.7180.0450	MISCELLANEOUS	1,200.00	1,200.00	0.00	0.00	1,200.00
A.7180.0460	MATERIALS AND SUPPLIES	29,050.00	38,303.21	34,035.26	5,600.74	(1,332.79)
A.7180.0465	EQUIPMENT < 5000	2,200.00	2,275.00	2,270.00	0.00	5.00
Total Group 4	CONTRACTUAL EXPENSE	63,975.00	81,328.21	73,574.96	7,400.34	352.91
Group 8	EMPLOYEE BENEFITS					
A.7180.0810	STATE RETIREMENT	5,989.00	6,689.00	6,665.00	0.00	24.00
A.7180.0830	SOCIAL SECURITY	4,997.00	6,172.00	6,171.02	0.00	0.98
A.7180.0850	HEALTH INSURANCE	4,992.00	4,992.00	4,991.60	0.00	0.40
Total Group 8	EMPLOYEE BENEFITS	16,978.00	17,853.00	17,827.62	0.00	25.38
Total Dept 7180	RECREATION SWIMMING POOLS	145,277.00	180,930.21	173,111.04	7,400.34	418.83
Dept 7265	RECREATION ARENA					
Group 1	PERSONAL SERVICES					
A.7265.0120	CLERICAL	6,599.00	13,949.00	0.00	0.00	13,949.00
A.7265.0120.0452	CLERICAL	0.00	0.00	7,342.18	0.00	(7,342.18)
A.7265.0130	WAGES	128,030.00	133,230.00	133,034.58	0.00	195.42

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 7265	RECREATION ARENA					
Group 1	PERSONAL SERVICES					
A.7265.0130.0452	WAGES	0.00	0.00	193.10	0.00	(193.10)
A.7265.0140	TEMPORARY	114,000.00	136,775.00	135,344.32	0.00	1,430.68
A.7265.0140.0452	TEMPORARY	19,000.00	19,000.00	27,025.43	0.00	(8,025.43)
A.7265.0150	OVERTIME	10,000.00	31,750.00	31,726.98	0.00	23.02
A.7265.0175	HEALTH INSURANCE BUYOUT	1,568.00	1,568.00	0.00	0.00	1,568.00
Total Group 1	PERSONAL SERVICES	279,197.00	336,272.00	334,666.69	0.00	1,605.41
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.7265.0230	MOTOR VEHICLES	40,000.00	40,000.00	39,273.16	0.00	726.84
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	40,000.00	40,000.00	39,273.16	0.00	726.84
Group 4	CONTRACTUAL EXPENSE					
A.7265.0410	UTILITIES	66,220.00	66,295.00	66,271.90	0.00	23.10
A.7265.0420	INSURANCE	7,250.00	11,575.00	11,552.91	0.00	22.09
A.7265.0430	CONTRACTED SERVICES	43,300.00	35,550.00	30,070.66	5,475.00	4.34
A.7265.0440	FEES, NON EMPLOYEE	1,200.00	1,200.00	110.00	0.00	1,090.00
A.7265.0450	MISCELLANEOUS	4,750.00	4,750.00	1,701.80	0.00	3,048.20
A.7265.0455	VEHICLE EXPENSES	6,400.00	6,400.00	5,523.51	0.00	876.49
A.7265.0460	MATERIALS AND SUPPLIES	27,750.00	42,650.00	32,264.33	485.88	9,899.79
A.7265.0460.0450	MATERIALS AND SUPPLIES	43,700.00	43,700.00	56,332.71	0.00	(12,632.71)
A.7265.0460.0451	MATERIALS AND SUPPLIES	5,750.00	5,750.00	3,122.35	0.00	2,627.65
A.7265.0465	EQUIPMENT < 5000	8,630.00	9,930.00	6,935.09	2,789.00	205.91
A.7265.0465.0452	EQUIPMENT < 5000	0.00	0.00	199.00	0.00	(199.00)
Total Group 4	CONTRACTUAL EXPENSE	214,950.00	227,800.00	214,084.26	8,749.88	4,965.86
Group 8	EMPLOYEE BENEFITS					
A.7265.0810	STATE RETIREMENT	29,108.00	29,108.00	26,858.73	0.00	2,249.27

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Type E	Expense					
Dept 7265	RECREATION ARENA					
Group 8	EMPLOYEE BENEFITS					
A.7265.0810.0452	STATE RETIREMENT	0.00	0.00	891.00	0.00	(891.00)
A.7265.0830	SOCIAL SECURITY	21,360.00	24,860.00	22,219.92	0.00	2,640.08
A.7265.0830.0452	SOCIAL SECURITY	0.00	0.00	2,625.58	0.00	(2,625.58)
A.7265.0840	WORKERS COMPENSATION	1,000.00	1,000.00	0.00	0.00	1,000.00
A.7265.0850	HEALTH INSURANCE	34,927.00	38,277.00	38,254.88	0.00	22.12
Total Group 8	EMPLOYEE BENEFITS	86,396.00	93,245.00	90,860.11	0.00	2,394.89
Total Dept 7265	RECREATION ARENA	620,642.00	697,317.00	678,874.12	8,749.88	9,693.00
Dept 8010	ZONING					
Group 4	CONTRACTUAL EXPENSE					
A.8010.0430	CONTRACTED SERVICES	3,000.00	4,975.00	4,956.49	0.00	18.51
A.8010.0450	MISCELLANEOUS	0.00	50.00	34.26	0.00	15.74
Total Group 4	CONTRACTUAL EXPENSE	3,000.00	5,025.00	4,990.75	0.00	34.25
Total Dept 8010	ZONING	3,000.00	5,025.00	4,990.75	0.00	34.25
Dept 8020	PLANNING					
Group 1	PERSONAL SERVICES					
A.8020.0110	SALARIES	168,168.00	177,318.00	177,303.39	0.00	14.61
A.8020.0150	OVERTIME	375.00	525.00	506.08	0.00	18.92
Total Group 1	PERSONAL SERVICES	168,543.00	177,843.00	177,809.47	0.00	33.53
Group 4	CONTRACTUAL EXPENSE					
A.8020.0430	CONTRACTED SERVICES	248,300.00	257,331.56	67,773.22	50,858.04	138,700.30
A.8020.0450	MISCELLANEOUS	6,000.00	6,000.00	4,448.29	653.00	898.71
A.8020.0460	MATERIALS AND SUPPLIES	0.00	150.00	138.34	0.00	11.66
A.8020.0465	EQUIPMENT < 5000	1,000.00	1,639.78	639.78	762.08	237.92

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Type E	Expense					
Dept 8020	PLANNING					
Group 4	CONTRACTUAL EXPENSE					
Total Group 4	CONTRACTUAL EXPENSE	255,300.00	265,121.34	72,999.63	52,273.12	139,848.59
Group 8	EMPLOYEE BENEFITS					
A.8020.0810	STATE RETIREMENT	24,609.00	24,609.00	20,908.68	0.00	3,700.32
A.8020.0830	SOCIAL SECURITY	12,894.00	12,894.00	12,260.83	0.00	633.17
A.8020.0850	HEALTH INSURANCE	36,334.00	37,084.00	37,075.34	0.00	8.66
Total Group 8	EMPLOYEE BENEFITS	73,837.00	74,687.00	70,244.85	0.00	4,342.16
Total Dept 8020	PLANNING	497,680.00	517,661.34	321,063.95	52,273.12	144,224.27
Dept 8140	DPW STORM SEWER					
Group 1	PERSONAL SERVICES					
A.8140.0110	SALARIES	33,404.00	33,404.00	32,889.61	0.00	514.39
A.8140.0130	WAGES	157,286.00	103,436.00	103,418.84	0.00	17.16
A.8140.0140	TEMPORARY	0.00	9,750.00	9,730.49	0.00	19.51
A.8140.0150	OVERTIME	2,500.00	8,325.00	8,312.06	0.00	12.94
Total Group 1	PERSONAL SERVICES	193,190.00	154,916.00	154,361.00	0.00	564.00
Group 2	EQUIPMENT & CAPITAL OUTLAY					
A.8140.0250	OTHER EQUIPMENT	14,700.00	19,175.00	19,170.75	0.00	4.25
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	14,700.00	19,175.00	19,170.75	0.00	4.25
Group 4	CONTRACTUAL EXPENSE					
A.8140.0410	UTILITIES	480.00	830.00	821.29	0.00	8.71
A.8140.0420	INSURANCE	1,523.00	1,523.00	1,469.20	0.00	53.80
A.8140.0430	CONTRACTED SERVICES	16,138.00	7,416.00	4,610.45	0.00	2,805.55
A.8140.0440	FEES, NON EMPLOYEE	840.00	840.00	690.00	0.00	150.00
A.8140.0450	MISCELLANEOUS	6,275.00	6,275.00	4,130.00	0.00	2,145.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 8140	DPW STORM SEWER					
Group 4	CONTRACTUAL EXPENSE					
A.8140.0455	VEHICLE EXPENSES	21,650.00	22,175.00	22,150.71	0.00	24.29
A.8140.0460	MATERIALS AND SUPPLIES	37,800.00	28,667.46	25,143.79	69.14	3,454.53
A.8140.0465	EQUIPMENT < 5000	5,900.00	6,595.00	5,436.50	381.04	777.46
Total Group 4	CONTRACTUAL EXPENSE	90,606.00	74,321.46	64,461.94	450.18	9,419.34
Group 8	EMPLOYEE BENEFITS					
A.8140.0810	STATE RETIREMENT	28,168.00	20,368.00	20,357.24	0.00	10.76
A.8140.0830	SOCIAL SECURITY	14,777.00	14,777.00	11,290.90	0.00	3,486.10
A.8140.0840	WORKERS COMPENSATION	1,000.00	1,000.00	213.76	0.00	786.24
A.8140.0850	HEALTH INSURANCE	66,832.00	39,157.00	39,135.86	0.00	21.14
Total Group 8	EMPLOYEE BENEFITS	110,777.00	75,302.00	70,997.76	0.00	4,304.24
Total Dept 8140	DPW STORM SEWER	409,273.00	323,713.46	308,971.46	450.18	14,291.83
Dept 8160	DPW REFUSE & RECYCLING					
Group 1	PERSONAL SERVICES					
A.8160.0110	SALARIES	15,351.00	15,901.00	15,882.59	0.00	18.41
A.8160.0130	WAGES	317,114.00	268,789.00	268,742.31	0.00	46.69
A.8160.0150	OVERTIME	16,000.00	16,000.00	13,065.07	0.00	2,934.93
A.8160.0175	HEALTH INSURANCE BUYOUT	4,300.00	6,200.00	6,195.11	0.00	4.89
Total Group 1	PERSONAL SERVICES	362,765.00	306,890.00	303,885.08	0.00	3,004.92
Group 4	CONTRACTUAL EXPENSE					
A.8160.0410	UTILITIES	276.00	326.00	307.10	0.00	18.90
A.8160.0430	CONTRACTED SERVICES	248,005.00	223,380.00	223,375.34	0.00	4.66
A.8160.0440	FEES, NON EMPLOYEE	14,100.00	4,425.00	4,425.00	0.00	0.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 8160	DPW REFUSE & RECYCLING					
Group 4	CONTRACTUAL EXPENSE					
A.8160.0450	MISCELLANEOUS	6,800.00	3,575.00	3,573.67	0.00	1.33
A.8160.0455	VEHICLE EXPENSES	76,000.00	79,125.00	78,897.15	210.00	17.85
A.8160.0460	MATERIALS AND SUPPLIES	17,300.00	15,200.00	15,191.45	0.00	8.55
A.8160.0465	EQUIPMENT < 5000	0.00	319.89	319.89	0.00	0.00
Total Group 4	CONTRACTUAL EXPENSE	362,481.00	326,360.89	326,089.60	210.00	51.29
Group 8	EMPLOYEE BENEFITS					
A.8160.0810	STATE RETIREMENT	42,543.00	35,818.00	35,815.00	0.00	3.00
A.8160.0830	SOCIAL SECURITY	26,986.00	22,161.00	22,155.71	0.00	5.29
A.8160.0840	WORKERS COMPENSATION	75,000.00	65,200.00	65,182.84	0.00	17.16
A.8160.0850	HEALTH INSURANCE	101,220.00	75,495.00	75,491.14	0.00	3.86
Total Group 8	EMPLOYEE BENEFITS	245,749.00	198,674.00	198,644.69	0.00	29.31
Total Dept 8160	DPW REFUSE & RECYCLING	960,995.00	831,914.89	828,619.37	210.00	3,085.62
Dept 9040	WORKERS COMPENSATION					
Group 8	EMPLOYEE BENEFITS					
A.9040.0800	WORKERS COMPENSATION	89,000.00	106,025.00	106,007.56	0.00	17.44
Total Group 8	EMPLOYEE BENEFITS	89,000.00	106,025.00	106,007.56	0.00	17.44
Total Dept 9040	WORKERS COMPENSATION	89,000.00	106,025.00	106,007.56	0.00	17.44
Dept 9050	UNEMPLOYMENT INSURANCE					
Group 8	EMPLOYEE BENEFITS					
A.9050.0800	UNEMPLOYMENT INSURANCE	10,000.00	4,700.00	4,691.23	0.00	8.77
Total Group 8	EMPLOYEE BENEFITS	10,000.00	4,700.00	4,691.23	0.00	8.77
Total Dept 9050	UNEMPLOYMENT INSURANCE	10,000.00	4,700.00	4,691.23	0.00	8.77

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 9060	HEALTH INSURANCE					
Group 8	EMPLOYEE BENEFITS					
A.9060.0800	HEALTH INSURANCE	4,214,012.00	4,298,437.00	4,298,414.50	0.00	22.50
Total Group 8	EMPLOYEE BENEFITS	4,214,012.00	4,298,437.00	4,298,414.50	0.00	22.50
Total Dept 9060	HEALTH INSURANCE	4,214,012.00	4,298,437.00	4,298,414.50	0.00	22.50
Dept 9065	MEDICARE REIMBURSEMENTS					
Group 8	EMPLOYEE BENEFITS					
A.9065.0800	MEDICARE REIMBURSEMENTS	388,296.00	401,221.00	401,210.20	0.00	10.80
Total Group 8	EMPLOYEE BENEFITS	388,296.00	401,221.00	401,210.20	0.00	10.80
Total Dept 9065	MEDICARE REIMBURSEMENTS	388,296.00	401,221.00	401,210.20	0.00	10.80
Dept 9070	COMPENSATED ABSENCES					
Group 8	EMPLOYEE BENEFITS					
A.9070.0800	COMPENSATED ABSENCES	0.00	0.00	(6,353.91)	0.00	6,353.91
Total Group 8	EMPLOYEE BENEFITS	0.00	0.00	(6,353.91)	0.00	6,353.91
Total Dept 9070	COMPENSATED ABSENCES	0.00	0.00	(6,353.91)	0.00	6,353.91
Dept 9089	OTHER EMPLOYEE BENEFITS					
Group 8	EMPLOYEE BENEFITS					
A.9089.0800	OTHER EMPLOYEE BENEFITS	5,000.00	5,000.00	4,399.93	0.00	600.07
Total Group 8	EMPLOYEE BENEFITS	5,000.00	5,000.00	4,399.93	0.00	600.07
Total Dept 9089	OTHER EMPLOYEE BENEFITS	5,000.00	5,000.00	4,399.93	0.00	600.07
Dept 9501	TRANSFER TO GENERAL LIAB RES.					
Group 9	TRANSFERS					
A.9501.0900	TRANSFER TO GENERAL LIAB RES.	75,000.00	75,000.00	75,000.00	0.00	0.00
Total Group 9	TRANSFERS	75,000.00	75,000.00	75,000.00	0.00	0.00
Total Dept 9501	TRANSFER TO GENERAL LIAB RES.	75,000.00	75,000.00	75,000.00	0.00	0.00

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Fund A	GENERAL FUND					
Type E	Expense					
Dept 9501	TRANSFER TO GENERAL LIAB RES.					
Dept 9512	TRANSFER TO LIBRARY FUND					
Group 9	TRANSFERS					
A.9512.0900	TRANSFER TO LIBRARY FUND	1,399,839.00	1,399,839.00	1,399,839.00	0.00	0.00
Total Group 9	TRANSFERS	1,399,839.00	1,399,839.00	1,399,839.00	0.00	0.00
Total Dept 9512	TRANSFER TO LIBRARY FUND	1,399,839.00	1,399,839.00	1,399,839.00	0.00	0.00
Dept 9710	SERIAL BONDS					
Group 6	PRINCIPAL ON INDEBTEDNESS					
A.9710.0600	PRINCIPAL	2,329,357.00	2,329,357.00	2,322,200.00	0.00	7,157.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	2,329,357.00	2,329,357.00	2,322,200.00	0.00	7,157.00
Group 7	INTEREST ON INDEBTEDNESS					
A.9710.0700	INTEREST	705,087.00	705,087.00	674,315.50	0.00	30,771.50
Total Group 7	INTEREST ON INDEBTEDNESS	705,087.00	705,087.00	674,315.50	0.00	30,771.50
Total Dept 9710	SERIAL BONDS	3,034,444.00	3,034,444.00	2,996,515.50	0.00	37,928.50
Dept 9950	TRANSFER TO CAPITAL					
Group 9	TRANSFERS					
A.9950.0900	TRANSFER TO CAPITAL	683,500.00	1,379,500.00	1,249,614.00	0.00	129,886.00
Total Group 9	TRANSFERS	683,500.00	1,379,500.00	1,249,614.00	0.00	129,886.00
Total Dept 9950	TRANSFER TO CAPITAL	683,500.00	1,379,500.00	1,249,614.00	0.00	129,886.00
Dept 9960	BLACK RIVER TRUST FUND RESERVE					
Group 9	TRANSFERS					
A.9960.0900	TRANSFER	10,000.00	10,000.00	10,000.00	0.00	0.00
Total Group 9	TRANSFERS	10,000.00	10,000.00	10,000.00	0.00	0.00
Total Dept 9960	BLACK RIVER TRUST FUND RESERVE	10,000.00	10,000.00	10,000.00	0.00	0.00
Total Type E	Expense	42,702,845.00	43,813,243.67	42,667,120.13	215,974.65	940,148.89

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Fund A Type E	GENERAL FUND Expense					
Total Fund A	GENERAL FUND	(1,610,846.00)	(2,617,643.67)	(895,784.76)	216,974.65	(1,606,884.27)

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Fund CD	COMMUNITY DEVELOPMENT					
Type R	Revenue					
Dept 0000						
Group						
CD.0000.2170	COM.DEV.INCOME-APT.	40,000.00	40,000.00	62,845.46	0.00	(22,845.46)
CD.0000.2401	INTEREST & EARNINGS	0.00	0.00	55.19	0.00	(55.19)
CD.0000.4940.8605	CDBG FEDERAL AID	1,000,000.00	1,000,000.00	422,450.00	0.00	577,550.00
CD.0000.4940.8607	CDBG FEDERAL AID	200,000.00	200,000.00	300,906.07	0.00	(100,906.07)
CD.0000.4940.8609	CDBG FEDERAL AID	590,000.00	590,000.00	235,240.79	0.00	354,759.21
CD.0000.4940.8610	CDBG FEDERAL AID	1,440,016.00	1,440,016.00	297,709.34	0.00	1,142,306.66
CD.0000.4940.8611	CDBG FEDERAL AID	0.00	0.00	52,875.57	0.00	(52,875.57)
Total Group		3,270,016.00	3,270,016.00	1,372,082.42	0.00	1,897,933.58
Total Dept 0000		3,270,016.00	3,270,016.00	1,372,082.42	0.00	1,897,933.58
Total Type R	Revenue	3,270,016.00	3,270,016.00	1,372,082.42	0.00	1,897,933.58
Type E	Expense					
Dept 8668	CDBG FEDERAL AID					
Group 1	PERSONAL SERVICES					
CD.8668.0110	SALARIES	51,309.00	51,309.00	44,828.82	0.00	6,480.18
CD.8668.0130	WAGES	21,195.00	21,195.00	18,248.74	0.00	2,946.26
CD.8668.0140	TEMPORARY	0.00	0.00	440.21	0.00	(440.21)
CD.8668.0150	OVERTIME	24,375.00	24,450.00	425.14	0.00	24,024.86
Total Group 1	PERSONAL SERVICES	96,879.00	96,954.00	63,942.91	0.00	33,011.09
Group 2	EQUIPMENT & CAPITAL OUTLAY					
CD.8668.0250	OTHER EQUIPMENT	10,000.00	19,125.00	0.00	0.00	19,125.00
CD.8668.0250.8610	OTHER EQUIPMENT	0.00	0.00	6,748.15	0.00	(6,748.15)
CD.8668.0250.8611	OTHER EQUIPMENT	0.00	0.00	12,374.60	0.00	(12,374.60)
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	10,000.00	19,125.00	19,122.75	0.00	2.25
Group 4	CONTRACTUAL EXPENSE					
CD.8668.0430	CONTRACTED SERVICES	3,160,000.00	3,145,600.00	54,394.46	39,000.00	3,052,205.54
CD.8668.0430.8605	CONTRACTED SERVICES	0.00	0.00	422,450.00	0.00	(422,450.00)

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Fund CD	COMMUNITY DEVELOPMENT					
Type E	Expense					
Dept 8668	CDBG FEDERAL AID					
Group 4	CONTRACTUAL EXPENSE					
CD.8668.0430.8607	CONTRACTED SERVICES	0.00	0.00	300,906.07	17,770.00	(318,676.07)
CD.8668.0430.8609	CONTRACTED SERVICES	0.00	0.00	200,850.00	259,700.00	(460,550.00)
CD.8668.0430.8610	CONTRACTED SERVICES	0.00	0.00	160,311.52	401,506.08	(561,817.60)
CD.8668.0430.8611	CONTRACTED SERVICES	0.00	0.00	28,537.80	0.00	(28,537.80)
CD.8668.0450.8610	MISCELLANEOUS	0.00	175.00	163.36	0.00	11.64
CD.8668.0460.8609	MATERIALS AND SUPPLIES	0.00	0.00	3,230.50	0.00	(3,230.50)
CD.8668.0460.8610	MATERIALS AND SUPPLIES	0.00	0.00	1,159.34	0.00	(1,159.34)
CD.8668.0460.8611	MATERIALS AND SUPPLIES	0.00	0.00	33.85	302.26	(336.11)
Total Group 4	CONTRACTUAL EXPENSE	3,160,000.00	3,145,775.00	1,172,036.90	718,278.34	1,255,469.76
Group 8	EMPLOYEE BENEFITS					
CD.8668.0810	STATE RETIREMENT	13,960.00	13,960.00	9,082.53	0.00	4,877.47
CD.8668.0830	SOCIAL SECURITY	7,413.00	7,413.00	4,889.67	0.00	2,523.33
CD.8668.0850	HEALTH INSURANCE	15,488.00	16,013.00	16,002.46	0.00	10.54
Total Group 8	EMPLOYEE BENEFITS	36,861.00	37,386.00	29,974.66	0.00	7,411.34
Group						
CD.8668.0460	MATERIALS AND SUPPLIES	0.00	4,500.00	64.00	0.00	4,436.00
Total Group		0.00	4,500.00	64.00	0.00	4,436.00
Total Dept 8668	CDBG FEDERAL AID	3,303,740.00	3,303,740.00	1,285,141.22	718,278.34	1,300,320.44
Dept 9950	TRANSFER TO CAPITAL					
Group 9	TRANSFERS					
CD.9950.0900	TRANSFER	165,000.00	165,000.00	78,435.01	0.00	86,564.99
Total Group 9	TRANSFERS	165,000.00	165,000.00	78,435.01	0.00	86,564.99
Total Dept 9950	TRANSFER TO CAPITAL	165,000.00	165,000.00	78,435.01	0.00	86,564.99
Total Type E	Expense	3,468,740.00	3,468,740.00	1,363,576.23	718,278.34	1,386,885.43

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Fund CD	COMMUNITY DEVELOPMENT					
Total Fund CD	COMMUNITY DEVELOPMENT	(198,724.00)	(198,724.00)	8,506.19	718,278.34	511,048.15

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Fund CM Type R Dept 0000 Group	MANDATORY RESERVE FUND Revenue					
CM.0000.2401	INTEREST & EARNINGS	523.00	523.00	548.38	0.00	(25.38)
Total Group		523.00	523.00	548.38	0.00	(25.38)
Total Dept 0000		523.00	523.00	548.38	0.00	(25.38)
Total Type R	Revenue	523.00	523.00	548.38	0.00	(25.38)
Type E Dept 9710 Group 6	Expense SERIAL BONDS PRINCIPAL ON INDEBTEDNESS					
CM.9710.0600	BOND - PRINCIPAL	5,000.00	5,000.00	5,000.00	0.00	0.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	5,000.00	5,000.00	5,000.00	0.00	0.00
Group 7	INTEREST ON INDEBTEDNESS					
CM.9710.0700	BOND - INTEREST	663.00	663.00	662.50	0.00	0.50
Total Group 7	INTEREST ON INDEBTEDNESS	663.00	663.00	662.50	0.00	0.50
Total Dept 9710	SERIAL BONDS	5,663.00	5,663.00	5,662.50	0.00	0.50
Total Type E	Expense	5,663.00	5,663.00	5,662.50	0.00	0.50
Total Fund CM	MANDATORY RESERVE FUND	(5,140.00)	(5,140.00)	(5,114.12)	0.00	(25.88)

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Fund CP	CP PALMER STREET					
Type R	Revenue					
Dept 0000	.					
Group						
CP.0000.2401	INTEREST & EARNINGS	0.00	0.00	4.74	0.00	(4.74)
Total Group		0.00	0.00	4.74	0.00	(4.74)
Total Dept 0000	.	0.00	0.00	4.74	0.00	(4.74)
Total Type R	Revenue	0.00	0.00	4.74	0.00	(4.74)
Total Fund CP	CP PALMER STREET	0.00	0.00	4.74	0.00	(4.74)

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Fund CR	COMPENSATION RESERVE FUND					
Type R	Revenue					
Dept 0000						
Group						
CR.0000.2401	INTEREST & EARNINGS	250.00	250.00	1,136.98	0.00	(886.98)
Total Group		250.00	250.00	1,136.98	0.00	(886.98)
Total Dept 0000		250.00	250.00	1,136.98	0.00	(886.98)
Total Type R	Revenue	250.00	250.00	1,136.98	0.00	(886.98)
Total Fund CR	COMPENSATION RESERVE FUND	250.00	250.00	1,136.98	0.00	(886.98)

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Fund CS	RISK RETENTION					
Type R	Revenue					
Dept 0000						
Group						
CS.0000.2401	INTEREST & EARNINGS	350.00	350.00	3,223.22	0.00	(2,873.22)
CS.0000.5031	INTERFUND TRANSFERS	105,000.00	105,000.00	105,000.00	0.00	0.00
Total Group		<u>105,350.00</u>	<u>105,350.00</u>	<u>108,223.22</u>	<u>0.00</u>	<u>(2,873.22)</u>
Total Dept 0000		<u>105,350.00</u>	<u>105,350.00</u>	<u>108,223.22</u>	<u>0.00</u>	<u>(2,873.22)</u>
Total Type R	Revenue	<u>105,350.00</u>	<u>105,350.00</u>	<u>108,223.22</u>	<u>0.00</u>	<u>(2,873.22)</u>
Type E	Expense					
Dept 1740	ADMINISTRATION					
Group 4	CONTRACTUAL EXPENSE					
CS.1740.0430	ADMINISTRATION	20,000.00	26,625.00	26,623.19	0.00	1.81
Total Group 4	CONTRACTUAL EXPENSE	<u>20,000.00</u>	<u>26,625.00</u>	<u>26,623.19</u>	<u>0.00</u>	<u>1.81</u>
Total Dept 1740	ADMINISTRATION	<u>20,000.00</u>	<u>26,625.00</u>	<u>26,623.19</u>	<u>0.00</u>	<u>1.81</u>
Dept 1930	JUDGEMENTS & CLAIMS					
Group 4	CONTRACTUAL EXPENSE					
CS.1930.0430	JUDGEMENTS AND CLAIMS	5,000.00	5,225.00	5,216.95	0.00	8.05
Total Group 4	CONTRACTUAL EXPENSE	<u>5,000.00</u>	<u>5,225.00</u>	<u>5,216.95</u>	<u>0.00</u>	<u>8.05</u>
Total Dept 1930	JUDGEMENTS & CLAIMS	<u>5,000.00</u>	<u>5,225.00</u>	<u>5,216.95</u>	<u>0.00</u>	<u>8.05</u>
Total Type E	Expense	<u>25,000.00</u>	<u>31,850.00</u>	<u>31,840.14</u>	<u>0.00</u>	<u>9.86</u>
Total Fund CS	RISK RETENTION	<u>80,350.00</u>	<u>73,600.00</u>	<u>76,383.08</u>	<u>0.00</u>	<u>(2,883.08)</u>

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Fund CT	TOURISM					
Type R	Revenue					
Dept 0000	.					
Group						
CT.0000.1113	OCCUPANCY TAX	200,000.00	200,000.00	213,470.27	0.00	(13,470.27)
Total Group		200,000.00	200,000.00	213,470.27	0.00	(13,470.27)
Total Dept 0000	.	200,000.00	200,000.00	213,470.27	0.00	(13,470.27)
Total Type R	Revenue	200,000.00	200,000.00	213,470.27	0.00	(13,470.27)
Type E	Expense					
Dept 9510	TRANSFERS TO GENERAL FUND					
Group 9	TRANSFERS					
CT.9510.0900	TRANSFER TO GENERAL FUND	200,000.00	200,000.00	200,000.00	0.00	0.00
Total Group 9	TRANSFERS	200,000.00	200,000.00	200,000.00	0.00	0.00
Total Dept 9510	TRANSFERS TO GENERAL FUND	200,000.00	200,000.00	200,000.00	0.00	0.00
Total Type E	Expense	200,000.00	200,000.00	200,000.00	0.00	0.00
Total Fund CT	TOURISM	0.00	0.00	13,470.27	0.00	(13,470.27)

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Fund F	WATER					
Type R	Revenue					
Dept 0000	.					
Group						
F.0000.2140	METERED WATER SALES	3,518,000.00	3,518,000.00	3,708,425.06	0.00	(190,425.06)
F.0000.2142	UNMETERED WATER SALES	10,000.00	10,000.00	4,727.75	0.00	5,272.25
F.0000.2143	OUTSIDE USER FEES	1,593,000.00	1,593,000.00	1,313,038.36	0.00	279,961.64
F.0000.2144	WATER SERVICE CHARGES	75,000.00	75,000.00	40,338.02	0.00	34,661.98
F.0000.2148	INTEREST & PENALTIES	62,000.00	62,000.00	55,779.89	0.00	6,220.11
F.0000.2401	INTEREST & EARNINGS	2,000.00	2,000.00	12,867.75	0.00	(10,867.75)
F.0000.2401.0053	INTEREST & EARNINGS	0.00	0.00	0.51	0.00	(0.51)
F.0000.2650	SALE OF SCRAP	3,000.00	3,000.00	4,476.27	0.00	(1,476.27)
F.0000.2665	SALE OF EQUIPMENT	0.00	0.00	6,134.48	0.00	(6,134.48)
F.0000.2680	INSURANCE RECOVERY	1,000.00	1,000.00	79.19	0.00	920.81
F.0000.2701	REFUND OF PY EXPENDITURES	0.00	0.00	24,655.28	0.00	(24,655.28)
F.0000.2770	UNCLASSIFIED REVENUES	1,000.00	1,000.00	1,899.20	0.00	(899.20)
F.0000.2772	CONTRIBUTED CAPITAL	0.00	0.00	(44,531.38)	0.00	44,531.38
F.0000.2773	PAYMENT PROCESSING FEE	5,000.00	5,000.00	5,972.14	0.00	(972.14)
F.0000.2830	METER WATER OTH FUNDS	212,000.00	212,000.00	137,492.70	0.00	74,507.30
F.0000.3989	ST AID,OTHER HOME&COMM.SERVICE	0.00	90,000.00	17,080.58	0.00	72,919.42
F.0000.5031	INTERFUND TRANSFERS	1,000.00	1,000.00	44,541.54	0.00	(43,541.54)
Total Group		5,483,000.00	5,573,000.00	5,332,977.34	0.00	240,022.66
Total Dept 0000		5,483,000.00	5,573,000.00	5,332,977.34	0.00	240,022.66
Total Type R	Revenue	5,483,000.00	5,573,000.00	5,332,977.34	0.00	240,022.66
Type E	Expense					

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Fund F	WATER					
Type E	Expense					
Dept 1950	TAXES ON MUNICIPA PROPERTY					
Group 4	CONTRACTUAL EXPENSE					
F.1950.0430	TAXES ON MUNICIPAL PROPERTY	825.00	825.00	795.85	0.00	29.15
Total Group 4	CONTRACTUAL EXPENSE	<u>825.00</u>	<u>825.00</u>	<u>795.85</u>	<u>0.00</u>	<u>29.15</u>
Total Dept 1950	TAXES ON MUNICIPA PROPERTY	<u>825.00</u>	<u>825.00</u>	<u>795.85</u>	<u>0.00</u>	<u>29.15</u>
Dept 1990	CONTINGENT					
Group 4	CONTRACTUAL EXPENSE					
F.1990.0430	CONTINGENT	51,082.00	51,082.00	0.00	0.00	51,082.00
Total Group 4	CONTRACTUAL EXPENSE	<u>51,082.00</u>	<u>51,082.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,082.00</u>
Total Dept 1990	CONTINGENT	<u>51,082.00</u>	<u>51,082.00</u>	<u>0.00</u>	<u>0.00</u>	<u>51,082.00</u>
Dept 1994	DEPRECIATION					
Group 3	CAPITAL PROJECT EXPENDITURES					
F.1994.0399	DEPRECIATION EXPENSE	0.00	0.00	732,968.12	0.00	(732,968.12)
Total Group 3	CAPITAL PROJECT EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>732,968.12</u>	<u>0.00</u>	<u>(732,968.12)</u>
Total Dept 1994	DEPRECIATION	<u>0.00</u>	<u>0.00</u>	<u>732,968.12</u>	<u>0.00</u>	<u>(732,968.12)</u>
Dept 1995	LOSS ON DISPOSAL-FIXED ASSETS					
Group 3	CAPITAL PROJECT EXPENDITURES					
F.1995.0398	LOSS ON DISPOSAL	0.00	0.00	2,614.48	0.00	(2,614.48)
Total Group 3	CAPITAL PROJECT EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>2,614.48</u>	<u>0.00</u>	<u>(2,614.48)</u>
Total Dept 1995	LOSS ON DISPOSAL-FIXED ASSETS	<u>0.00</u>	<u>0.00</u>	<u>2,614.48</u>	<u>0.00</u>	<u>(2,614.48)</u>
Dept 8310	WATER ADMINISTRATION					
Group 1	PERSONAL SERVICES					
F.8310.0110	SALARIES	40,392.00	40,417.00	40,392.02	0.00	24.98
F.8310.0120	CLERICAL	46,722.00	49,047.00	49,023.61	0.00	23.39
F.8310.0130	WAGES	40,003.00	41,403.00	41,382.03	0.00	20.97

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Fund F	WATER					
Type E	Expense					
Dept 8310	WATER ADMINISTRATION					
Group 1	PERSONAL SERVICES					
F.8310.0140	TEMPORARY	5,000.00	5,000.00	1,512.22	0.00	3,487.78
F.8310.0150	OVERTIME	1,500.00	1,500.00	424.92	0.00	1,075.08
Total Group 1	PERSONAL SERVICES	133,617.00	137,367.00	132,734.80	0.00	4,632.20
Group 4	CONTRACTUAL EXPENSE					
F.8310.0410	UTILITIES	630.00	1,380.00	1,361.00	0.00	19.00
F.8310.0420	INSURANCE	400.00	400.00	318.20	0.00	81.80
F.8310.0430	CONTRACTED SERVICES	25,050.00	19,575.00	19,489.33	0.00	85.67
F.8310.0440	FEES, NON EMPLOYEE	3,200.00	3,860.00	3,480.00	0.00	380.00
F.8310.0450	MISCELLANEOUS	15,900.00	16,214.92	13,306.77	0.00	2,908.15
F.8310.0455	VEHICLE EXPENSES	2,550.00	2,550.00	1,336.85	0.00	1,213.15
F.8310.0460	MATERIALS AND SUPPLIES	3,225.00	3,225.00	2,676.35	0.00	548.65
F.8310.0465	EQUIPMENT < 5000	1,625.00	2,939.78	860.07	2,071.74	7.97
Total Group 4	CONTRACTUAL EXPENSE	62,680.00	60,144.70	42,828.57	2,071.74	6,244.39
Group 8	EMPLOYEE BENEFITS					
F.8310.0810	STATE RETIREMENT	19,640.00	19,940.00	19,924.00	0.00	16.00
F.8310.0830	SOCIAL SECURITY	10,222.00	10,222.00	9,612.36	0.00	609.64
F.8310.0850	HEALTH INSURANCE	31,563.00	31,913.00	31,900.98	0.00	12.02
Total Group 8	EMPLOYEE BENEFITS	61,425.00	62,075.00	61,437.34	0.00	637.66
Total Dept 8310	WATER ADMINISTRATION	247,622.00	249,586.70	237,000.71	2,071.74	10,614.25
Dept 8320	SOURCE OF SUPPLY, POWER & PUMP					
Group 4	CONTRACTUAL EXPENSE					
F.8320.0410	UTILITIES	580,750.00	580,750.00	544,648.58	0.00	36,101.42

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Fund F	WATER					
Type E	Expense					
Dept 8320	SOURCE OF SUPPLY, POWER & PUMP					
Group 4	CONTRACTUAL EXPENSE					
F.8320.0420	INSURANCE	5,575.00	5,575.00	5,468.26	0.00	106.74
F.8320.0430	CONTRACTED SERVICES	27,075.00	27,075.00	11,033.71	0.00	16,041.29
F.8320.0460	MATERIALS AND SUPPLIES	19,500.00	19,500.00	9,805.01	0.00	9,694.99
F.8320.0465	EQUIPMENT < 5000	20,500.00	20,500.00	13,553.77	0.00	6,946.23
Total Group 4	CONTRACTUAL EXPENSE	663,400.00	663,400.00	684,609.33	0.00	68,890.67
Total Dept 8320	SOURCE OF SUPPLY, POWER & PUMP	663,400.00	663,400.00	684,609.33	0.00	68,890.67
Dept 8330	WATER PURIFICATION					
Group 1	PERSONAL SERVICES					
F.8330.0110	SALARIES	61,496.00	61,496.00	61,495.99	0.00	0.01
F.8330.0130	WAGES	561,552.00	570,802.00	570,794.74	0.00	7.26
F.8330.0140	TEMPORARY	4,000.00	4,000.00	0.00	0.00	4,000.00
F.8330.0150	OVERTIME	26,000.00	26,000.00	25,945.31	0.00	54.69
F.8330.0175	HEALTH INSURANCE BUYOUT	5,600.00	8,400.00	8,400.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	668,648.00	670,698.00	686,636.04	0.00	4,061.96
Group 2	EQUIPMENT & CAPITAL OUTLAY					
F.8330.0250	OTHER EQUIPMENT	36,000.00	42,864.00	0.00	0.00	42,864.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	36,000.00	42,864.00	0.00	0.00	42,864.00
Group 4	CONTRACTUAL EXPENSE					
F.8330.0410	UTILITIES	365,800.00	438,225.00	438,210.20	0.00	14.80
F.8330.0420	INSURANCE	14,700.00	14,700.00	9,977.70	0.00	4,722.30
F.8330.0430	CONTRACTED SERVICES	85,625.00	76,050.00	63,690.44	2,380.00	9,979.56
F.8330.0440	FEES, NON EMPLOYEE	625.00	650.00	634.14	0.00	15.86

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Fund F	WATER					
Type E	Expense					
Dept 8330	WATER PURIFICATION					
Group 4	CONTRACTUAL EXPENSE					
F.8330.0450	MISCELLANEOUS	25,300.00	26,315.00	26,305.85	0.00	9.15
F.8330.0455	VEHICLE EXPENSES	9,900.00	9,900.00	8,898.72	0.00	1,001.28
F.8330.0460	MATERIALS AND SUPPLIES	427,450.00	361,120.53	360,042.25	0.00	1,078.28
F.8330.0465	EQUIPMENT < 5000	52,300.00	61,913.96	54,360.02	7,534.15	19.79
Total Group 4	CONTRACTUAL EXPENSE	981,700.00	988,874.49	962,119.32	9,914.15	16,841.02
Group 8	EMPLOYEE BENEFITS					
F.8330.0810	STATE RETIREMENT	93,482.00	93,482.00	85,418.00	0.00	8,064.00
F.8330.0830	SOCIAL SECURITY	50,386.00	50,386.00	48,949.61	0.00	1,436.39
F.8330.0850	HEALTH INSURANCE	156,248.00	155,898.00	138,679.20	0.00	17,218.80
Total Group 8	EMPLOYEE BENEFITS	300,116.00	299,766.00	273,046.81	0.00	26,719.19
Total Dept 8330	WATER PURIFICATION	1,976,464.00	2,002,202.49	1,901,802.17	9,914.15	90,486.17
Dept 8340	TRANSMISSION & DISTRIBUTION					
Group 1	PERSONAL SERVICES					
F.8340.0110	SALARIES	69,041.00	70,641.00	70,634.18	0.00	6.82
F.8340.0130	WAGES	513,919.00	513,919.00	511,256.70	0.00	2,662.30
F.8340.0140	TEMPORARY	20,000.00	27,100.00	13,731.10	0.00	13,368.90
F.8340.0150	OVERTIME	30,000.00	30,000.00	27,871.94	0.00	2,128.06
F.8340.0175	HEALTH INSURANCE BUYOUT	2,800.00	2,800.00	2,800.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	635,760.00	644,460.00	626,293.92	0.00	18,166.08
Group 2	EQUIPMENT & CAPITAL OUTLAY					
F.8340.0230	MOTOR VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	30,000.00	30,000.00	0.00	0.00	30,000.00
Group 4	CONTRACTUAL EXPENSE					

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Fund F	WATER					
Type E	Expense					
Dept 8340	TRANSMISSION & DISTRIBUTION					
Group 4	CONTRACTUAL EXPENSE					
F.8340.0410	UTILITIES	35,000.00	35,000.00	30,077.30	0.00	4,922.70
F.8340.0420	INSURANCE	5,375.00	5,375.00	4,479.90	0.00	895.10
F.8340.0430	CONTRACTED SERVICES	16,100.00	16,625.00	16,622.05	0.00	2.95
F.8340.0440	FEES, NON EMPLOYEE	950.00	950.00	515.00	0.00	435.00
F.8340.0450	MISCELLANEOUS	12,250.00	12,250.00	4,747.66	0.00	7,502.34
F.8340.0455	VEHICLE EXPENSES	61,100.00	61,100.00	45,982.65	3,119.31	11,998.04
F.8340.0460	MATERIALS AND SUPPLIES	58,600.00	80,600.00	39,050.75	0.00	41,549.25
F.8340.0465	EQUIPMENT < 5000	112,450.00	75,429.56	57,183.46	2,880.08	15,366.02
Total Group 4	CONTRACTUAL EXPENSE	301,825.00	287,329.56	198,658.77	5,999.39	82,671.40
Group 8	EMPLOYEE BENEFITS					
F.8340.0810	STATE RETIREMENT	91,074.00	91,749.00	87,892.00	0.00	3,857.00
F.8340.0830	SOCIAL SECURITY	48,636.00	49,186.00	45,251.91	0.00	3,934.09
F.8340.0840	WORKERS COMPENSATION	50,000.00	86,175.00	71,437.45	0.00	14,737.55
F.8340.0850	HEALTH INSURANCE	188,295.00	188,295.00	187,139.58	0.00	1,155.42
Total Group 8	EMPLOYEE BENEFITS	378,005.00	415,405.00	391,720.94	0.00	23,684.06
Total Dept 8340	TRANSMISSION & DISTRIBUTION	1,345,590.00	1,377,194.56	1,216,673.63	5,999.39	154,521.54
Dept 8760	EMERGENCY DISASTER EXPENSES					
Group 4	CONTRACTUAL EXPENSE					
F.8760.0465	EQUIPMENT < 5000	0.00	0.00	0.00	309.99	(309.99)
Total Group 4	CONTRACTUAL EXPENSE	0.00	0.00	0.00	309.99	(309.99)
Total Dept 8760	EMERGENCY DISASTER EXPENSES	0.00	0.00	0.00	309.99	(309.99)
Dept 9010	STATE RETIREMENT					

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Fund F	WATER					
Type E	Expense					
Dept 9010	STATE RETIREMENT					
Group 8	EMPLOYEE BENEFITS					
F.9010.0800	OTHER EMPLOYEE BENEFITS	0.00	0.00	7,194.00	0.00	(7,194.00)
Total Group 8	EMPLOYEE BENEFITS	0.00	0.00	7,194.00	0.00	(7,194.00)
Total Dept 9010	STATE RETIREMENT	0.00	0.00	7,194.00	0.00	(7,194.00)
Dept 9040	WORKERS COMPENSATION					
Group 8	EMPLOYEE BENEFITS					
F.9040.0800	WORKERS' COMPENSATION	7,600.00	8,875.00	8,870.04	0.00	4.96
Total Group 8	EMPLOYEE BENEFITS	7,600.00	8,875.00	8,870.04	0.00	4.96
Total Dept 9040	WORKERS COMPENSATION	7,600.00	8,875.00	8,870.04	0.00	4.96
Dept 9050	UNEMPLOYMENT INSURANCE					
Group 8	EMPLOYEE BENEFITS					
F.9050.0800	UNEMPLOYMENT INSURANCE	500.00	500.00	0.00	0.00	500.00
Total Group 8	EMPLOYEE BENEFITS	500.00	500.00	0.00	0.00	500.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	500.00	500.00	0.00	0.00	500.00
Dept 9060	HEALTH INSURANCE					
Group 8	EMPLOYEE BENEFITS					
F.9060.0800	HOSPITAL & MEDICAL INSURANCE	243,669.00	243,669.00	212,039.55	0.00	31,629.45
F.9060.0800.0014	OTHER POST EMPLOYMENT BENEFITS	0.00	0.00	77,172.00	0.00	(77,172.00)
Total Group 8	EMPLOYEE BENEFITS	243,669.00	243,669.00	289,211.55	0.00	(45,542.55)
Total Dept 9060	HEALTH INSURANCE	243,669.00	243,669.00	289,211.55	0.00	(45,542.55)
Dept 9065	MEDICARE REIMBURSEMENTS					
Group 8	EMPLOYEE BENEFITS					
F.9065.0800	MEDICARE REIMBURSEMENTS	20,212.00	20,212.00	18,614.80	0.00	1,597.20
Total Group 8	EMPLOYEE BENEFITS	20,212.00	20,212.00	18,614.80	0.00	1,597.20

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund F	WATER					
Type E	Expense					
Dept 9065	MEDICARE REIMBURSEMENTS					
Total Dept 9065	MEDICARE REIMBURSEMENTS	20,212.00	20,212.00	18,614.80	0.00	1,597.20
Dept 9070	COMPENSATED ABSENCES					
Group 8	EMPLOYEE BENEFITS					
F.9070.0800	COMPENSATED ABSENCES	0.00	4,000.00	3,975.53	0.00	24.47
Total Group 8	EMPLOYEE BENEFITS	0.00	4,000.00	3,975.53	0.00	24.47
Total Dept 9070	COMPENSATED ABSENCES	0.00	4,000.00	3,975.53	0.00	24.47
Dept 9089	OTHER EMPLOYEE BENEFITS					
Group 8	EMPLOYEE BENEFITS					
F.9089.0800	OTHER EMPLOYEE BENEFITS	400.00	400.00	331.21	0.00	68.79
Total Group 8	EMPLOYEE BENEFITS	400.00	400.00	331.21	0.00	68.79
Total Dept 9089	OTHER EMPLOYEE BENEFITS	400.00	400.00	331.21	0.00	68.79
Dept 9501	TRANSFER TO GENERAL LIAB RES.					
Group 9	TRANSFERS					
F.9501.0900	TRANSFER GENERAL TO LIAB RES.	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Group 9	TRANSFERS	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Dept 9501	TRANSFER TO GENERAL LIAB RES.	15,000.00	15,000.00	15,000.00	0.00	0.00
Dept 9710	SERIAL BONDS					
Group 6	PRINCIPAL ON INDEBTEDNESS					
F.9710.0600	PRINCIPAL	760,979.00	760,979.00	0.00	0.00	760,979.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	760,979.00	760,979.00	0.00	0.00	760,979.00
Group 7	INTEREST ON INDEBTEDNESS					
F.9710.0700	INTEREST	159,657.00	153,782.00	140,350.02	0.00	13,431.98
Total Group 7	INTEREST ON INDEBTEDNESS	159,657.00	153,782.00	140,350.02	0.00	13,431.98
Total Dept 9710	SERIAL BONDS	920,636.00	914,761.00	140,350.02	0.00	774,410.98

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Fund F	WATER					
Type E	Expense					
Dept 9710	SERIAL BONDS					
Dept 9730	BOND ANTICIPATION NOTE					
Group 7	INTEREST ON INDEBTEDNESS					
F.9730.0700	INTEREST ON BONDS	0.00	0.00	3,489.04	0.00	(3,489.04)
Total Group 7	INTEREST ON INDEBTEDNESS	<u>0.00</u>	<u>0.00</u>	<u>3,489.04</u>	<u>0.00</u>	<u>(3,489.04)</u>
Total Dept 9730	BOND ANTICIPATION NOTE	<u>0.00</u>	<u>0.00</u>	<u>3,489.04</u>	<u>0.00</u>	<u>(3,489.04)</u>
Dept 9950	TRANSFER TO CAPITAL					
Group 9	TRANSFERS					
F.9950.0900	TRANSFER TO CAPITAL	0.00	600.00	599.15	0.00	0.85
Total Group 9	TRANSFERS	<u>0.00</u>	<u>600.00</u>	<u>599.15</u>	<u>0.00</u>	<u>0.85</u>
Total Dept 9950	TRANSFER TO CAPITAL	<u>0.00</u>	<u>600.00</u>	<u>599.15</u>	<u>0.00</u>	<u>0.85</u>
Total Type E	Expense	<u>5,483,000.00</u>	<u>5,642,307.76</u>	<u>5,163,999.63</u>	<u>18,296.27</u>	<u>360,012.86</u>
Total Fund F	WATER	<u>0.00</u>	<u>30,692.25</u>	<u>168,977.71</u>	<u>18,296.27</u>	<u>(119,990.19)</u>

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Account No.	Description	Original Budget	YTD Adjusted Budget	YTD Actual Rev / Exp	YTD Encumbered	YTD Available Balance
Fund G	SEWER					
Type R	Revenue					
Dept 0000	.					
Group						
G.0000.2120	SEWER RENTS	2,481,000.00	2,481,000.00	2,411,350.42	0.00	69,649.58
G.0000.2122	SEWER CHARGES	1,054,000.00	1,054,000.00	1,405,593.85	0.00	(351,593.85)
G.0000.2128	INTEREST & PENALTIES	60,000.00	60,000.00	49,969.54	0.00	10,030.46
G.0000.2370	SEWER RENTS OTH GOVTS	2,152,000.00	2,152,000.00	2,198,029.02	0.00	(46,029.02)
G.0000.2401	INTEREST & EARNINGS	2,000.00	2,000.00	13,190.25	0.00	(11,190.25)
G.0000.2590	SANITARY SEWER PERMITS	20,000.00	20,000.00	19,625.00	0.00	375.00
G.0000.2650	SALE OF SCRAP	1,000.00	1,000.00	587.26	0.00	412.74
G.0000.2665	SALE OF EQUIPMENT	1,000.00	1,000.00	2,614.49	0.00	(1,614.49)
G.0000.2701	REFUND OF PY EXPENDITURES	0.00	0.00	40,315.33	0.00	(40,315.33)
G.0000.2772	CONTRIBUTED CAPITAL	0.00	0.00	545,177.78	0.00	(545,177.78)
G.0000.2773	PAYMENT PROCESSING FEE	5,000.00	5,000.00	5,974.69	0.00	(974.69)
G.0000.2810	TRANS FROM OTHER FUNDS	440,000.00	440,000.00	467,773.94	0.00	(27,773.94)
G.0000.5031	INTERFUND TRANSFERS	1,000.00	1,000.00	12,027.62	0.00	(11,027.62)
Total Group		6,217,000.00	6,217,000.00	7,172,229.19	0.00	(955,229.19)
Total Dept 0000	.	6,217,000.00	6,217,000.00	7,172,229.19	0.00	(955,229.19)
Total Type R	Revenue	6,217,000.00	6,217,000.00	7,172,229.19	0.00	(955,229.19)
Type E	Expense					
Dept 1990	CONTINGENT					
Group 4	CONTRACTUAL EXPENSE					
G.1990.0430	CONTINGENT	49,423.00	49,423.00	0.00	0.00	49,423.00
Total Group 4	CONTRACTUAL EXPENSE	49,423.00	49,423.00	0.00	0.00	49,423.00
Total Dept 1990	CONTINGENT	49,423.00	49,423.00	0.00	0.00	49,423.00

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Fund G	SEWER					
Type E	Expense					
Dept 1990	CONTINGENT					
Dept 1994	DEPRECIATION					
Group 3	CAPITAL PROJECT EXPENDITURES					
G.1994.0399	DEPRECIATION EXPENSE	0.00	0.00	756,839.92	0.00	(756,839.92)
Total Group 3	CAPITAL PROJECT EXPENDITURES	0.00	0.00	756,839.92	0.00	(756,839.92)
Total Dept 1994	DEPRECIATION	0.00	0.00	756,839.92	0.00	(756,839.92)
Dept 1995	LOSS ON DISPOSAL-FIXED ASSETS					
Group 3	CAPITAL PROJECT EXPENDITURES					
G.1995.0398	LOSS ON DISPOSAL	0.00	0.00	13,802.89	0.00	(13,802.89)
Total Group 3	CAPITAL PROJECT EXPENDITURES	0.00	0.00	13,802.89	0.00	(13,802.89)
Total Dept 1995	LOSS ON DISPOSAL-FIXED ASSETS	0.00	0.00	13,802.89	0.00	(13,802.89)
Dept 8110	SEWER ADMINISTRATION					
Group 1	PERSONAL SERVICES					
G.8110.0110	SALARIES	40,392.00	40,417.00	40,392.04	0.00	24.96
G.8110.0120	CLERICAL	46,722.00	49,047.00	49,023.41	0.00	23.59
G.8110.0130	WAGES	40,003.00	41,403.00	41,382.06	0.00	20.94
G.8110.0140	TEMPORARY	5,000.00	5,000.00	1,512.23	0.00	3,487.77
G.8110.0150	OVERTIME	1,500.00	1,500.00	424.92	0.00	1,075.08
Total Group 1	PERSONAL SERVICES	133,617.00	137,367.00	132,734.66	0.00	4,632.34
Group 4	CONTRACTUAL EXPENSE					
G.8110.0410	UTILITIES	630.00	630.00	223.18	0.00	406.82
G.8110.0420	INSURANCE	400.00	375.00	318.20	0.00	56.80
G.8110.0430	CONTRACTED SERVICES	23,725.00	20,000.00	19,990.44	0.00	9.56
G.8110.0440	FEES, NON EMPLOYEE	3,200.00	3,860.00	3,480.00	0.00	380.00
G.8110.0450	MISCELLANEOUS	11,000.00	11,314.92	10,730.82	0.00	584.10

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Fund G	SEWER					
Type E	Expense					
Dept 8110	SEWER ADMINISTRATION					
Group 4	CONTRACTUAL EXPENSE					
G.8110.0455	VEHICLE EXPENSES	2,550.00	2,550.00	1,510.70	0.00	1,039.30
G.8110.0460	MATERIALS AND SUPPLIES	3,225.00	3,225.00	2,583.09	0.00	641.91
G.8110.0465	EQUIPMENT < 5000	1,550.00	1,550.00	220.29	363.83	965.88
Total Group 4	CONTRACTUAL EXPENSE	46,280.00	43,504.92	39,066.72	363.83	4,084.37
Group 8	EMPLOYEE BENEFITS					
G.8110.0810	STATE RETIREMENT	19,640.00	19,640.00	17,715.00	0.00	1,925.00
G.8110.0830	SOCIAL SECURITY	10,222.00	10,222.00	9,612.62	0.00	609.38
G.8110.0850	HEALTH INSURANCE	31,563.00	31,563.00	30,210.96	0.00	1,352.04
Total Group 8	EMPLOYEE BENEFITS	61,425.00	61,425.00	57,538.68	0.00	3,886.42
Total Dept 8110	SEWER ADMINISTRATION	241,322.00	242,296.92	229,329.96	363.83	12,603.13
Dept 8120	SANITARY SEWER					
Group 1	PERSONAL SERVICES					
G.8120.0110	SALARIES	33,404.00	33,404.00	32,889.62	0.00	514.38
G.8120.0130	WAGES	170,657.00	153,657.00	153,629.15	0.00	27.85
G.8120.0150	OVERTIME	6,000.00	9,575.00	9,550.53	0.00	24.47
G.8120.0175	HEALTH INSURANCE BUYOUT	1,876.00	1,876.00	1,876.00	0.00	0.00
Total Group 1	PERSONAL SERVICES	211,937.00	198,512.00	197,945.30	0.00	566.70
Group 2	EQUIPMENT & CAPITAL OUTLAY					
G.8120.0250	OTHER EQUIPMENT	14,700.00	19,175.00	0.00	0.00	19,175.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	14,700.00	19,175.00	0.00	0.00	19,175.00
Group 4	CONTRACTUAL EXPENSE					
G.8120.0410	UTILITIES	3,980.00	10,430.00	10,419.45	0.00	10.55
G.8120.0420	INSURANCE	2,914.00	2,914.00	2,521.32	0.00	392.68

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Fund G	SEWER					
Type E	Expense					
Dept 8120	SANITARY SEWER					
Group 4	CONTRACTUAL EXPENSE					
G.8120.0430	CONTRACTED SERVICES	25,351.00	23,409.01	23,366.90	0.00	42.11
G.8120.0440	FEES, NON EMPLOYEE	400.00	650.00	640.00	0.00	10.00
G.8120.0450	MISCELLANEOUS	6,210.00	3,760.00	3,065.74	0.00	694.26
G.8120.0455	VEHICLE EXPENSES	55,275.00	61,775.00	61,127.93	636.58	10.49
G.8120.0460	MATERIALS AND SUPPLIES	42,300.00	38,507.46	38,500.71	311.11	(304.36)
G.8120.0465	EQUIPMENT < 5000	6,250.00	6,945.00	4,947.50	381.04	1,616.46
Total Group 4	CONTRACTUAL EXPENSE	142,680.00	148,390.47	144,689.55	1,328.73	2,472.19
Group 8	EMPLOYEE BENEFITS					
G.8120.0810	STATE RETIREMENT	30,678.00	30,678.00	26,712.04	0.00	3,965.96
G.8120.0830	SOCIAL SECURITY	16,213.00	16,213.00	14,409.73	0.00	1,803.27
G.8120.0840	WORKERS COMPENSATION	500.00	10,250.00	66,856.16	0.00	(56,606.16)
G.8120.0850	HEALTH INSURANCE	49,805.00	49,805.00	45,974.94	0.00	3,830.06
Total Group 8	EMPLOYEE BENEFITS	97,196.00	106,946.00	153,952.87	0.00	(47,006.87)
Total Dept 8120	SANITARY SEWER	466,513.00	473,023.47	496,487.72	1,328.73	(24,792.98)
Dept 8130	SEWAGE TREATMENT & DISPOSAL					
Group 1	PERSONAL SERVICES					
G.8130.0110	SALARIES	73,763.00	75,488.00	75,465.24	0.00	22.76
G.8130.0130	WAGES	755,631.00	755,631.00	715,839.85	0.00	39,791.15
G.8130.0140	TEMPORARY	28,000.00	28,000.00	12,127.60	0.00	15,872.40
G.8130.0150	OVERTIME	50,000.00	52,850.00	52,838.23	0.00	11.77
G.8130.0175	HEALTH INSURANCE BUYOUT	8,400.00	8,400.00	5,951.82	0.00	2,448.18
Total Group 1	PERSONAL SERVICES	916,794.00	920,369.00	862,222.74	0.00	58,146.26

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Fund G	SEWER					
Type E	Expense					
Dept 8130	SEWAGE TREATMENT & DISPOSAL					
Group 2	EQUIPMENT & CAPITAL OUTLAY					
G.8130.0230	MOTOR VEHICLES	30,000.00	35,100.00	0.00	0.00	35,100.00
G.8130.0250	OTHER EQUIPMENT	238,000.00	238,000.00	0.00	64,028.00	173,972.00
Total Group 2	EQUIPMENT & CAPITAL OUTLAY	268,000.00	273,100.00	0.00	64,028.00	209,072.00
Group 4	CONTRACTUAL EXPENSE					
G.8130.0410	UTILITIES	1,230,800.00	1,230,800.00	1,168,661.36	0.00	62,138.64
G.8130.0420	INSURANCE	59,750.00	75,050.00	75,032.40	0.00	17.60
G.8130.0430	CONTRACTED SERVICES	389,750.00	389,750.00	314,862.09	0.00	74,887.91
G.8130.0440	FEES, NON EMPLOYEE	18,000.00	18,000.00	17,232.00	0.00	768.00
G.8130.0450	MISCELLANEOUS	23,000.00	25,981.50	25,970.45	0.00	11.05
G.8130.0455	VEHICLE EXPENSES	26,615.00	26,615.00	23,307.61	0.00	3,307.39
G.8130.0460	MATERIALS AND SUPPLIES	454,852.00	395,430.00	365,927.99	3,719.45	25,782.56
G.8130.0465	EQUIPMENT < 5000	77,100.00	62,619.34	53,002.84	4,734.09	4,882.41
Total Group 4	CONTRACTUAL EXPENSE	2,279,867.00	2,224,246.84	2,043,996.74	8,453.64	171,795.66
Group 8	EMPLOYEE BENEFITS					
G.8130.0810	STATE RETIREMENT	125,216.00	125,216.00	117,832.12	0.00	7,383.88
G.8130.0830	SOCIAL SECURITY	70,060.00	70,060.00	63,075.01	0.00	6,984.99
G.8130.0840	WORKERS COMPENSATION	15,000.00	48,200.00	492,549.93	0.00	(444,349.93)
G.8130.0850	HEALTH INSURANCE	203,983.00	181,958.00	181,952.81	0.00	5.19
Total Group 8	EMPLOYEE BENEFITS	414,259.00	425,434.00	856,409.87	0.00	(429,976.87)
Total Dept 8130	SEWAGE TREATMENT & DISPOSAL	3,877,920.00	3,843,148.84	3,761,629.36	72,481.64	9,037.95
Dept 9010	STATE RETIREMENT					
Group 8	EMPLOYEE BENEFITS					

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Fund G	SEWER					
Type E	Expense					
Dept 9010	STATE RETIREMENT					
Group 8	EMPLOYEE BENEFITS					
G.9010.0800	OTHER EMPLOYEE BENEFITS	0.00	0.00	(10,268.00)	0.00	10,268.00
Total Group 8	EMPLOYEE BENEFITS	0.00	0.00	(10,268.00)	0.00	10,268.00
Total Dept 9010	STATE RETIREMENT	0.00	0.00	(10,268.00)	0.00	10,268.00
Dept 9040	WORKERS COMPENSATION					
Group 8	EMPLOYEE BENEFITS					
G.9040.0800	WORKERS' COMPENSATION	6,700.00	8,675.00	8,659.58	0.00	15.42
Total Group 8	EMPLOYEE BENEFITS	6,700.00	8,675.00	8,659.58	0.00	15.42
Total Dept 9040	WORKERS COMPENSATION	6,700.00	8,675.00	8,659.58	0.00	15.42
Dept 9050	UNEMPLOYMENT INSURANCE					
Group 8	EMPLOYEE BENEFITS					
G.9050.0800	UNEMPLOYMENT INSURANCE	2,500.00	2,500.00	0.00	0.00	2,500.00
Total Group 8	EMPLOYEE BENEFITS	2,500.00	2,500.00	0.00	0.00	2,500.00
Total Dept 9050	UNEMPLOYMENT INSURANCE	2,500.00	2,500.00	0.00	0.00	2,500.00
Dept 9060	HEALTH INSURANCE					
Group 8	EMPLOYEE BENEFITS					
G.9060.0800	HOSPITAL & MEDICAL INSURANCE	212,647.00	244,697.00	244,690.64	0.00	6.36
G.9060.0800.0014	OTHER POST EMPLOYMENT BENEFITS	0.00	0.00	48,917.00	0.00	(48,917.00)
Total Group 8	EMPLOYEE BENEFITS	212,647.00	244,697.00	293,607.64	0.00	(48,910.64)
Total Dept 9060	HEALTH INSURANCE	212,647.00	244,697.00	293,607.64	0.00	(48,910.64)
Dept 9065	MEDICARE REIMBURSEMENTS					
Group 8	EMPLOYEE BENEFITS					
G.9065.0800	MEDICARE REIMBURSEMENTS	9,132.00	13,532.00	13,527.40	0.00	4.60
Total Group 8	EMPLOYEE BENEFITS	9,132.00	13,532.00	13,527.40	0.00	4.60

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Fund G	SEWER					
Type E	Expense					
Dept 9065	MEDICARE REIMBURSEMENTS					
Total Dept 9065	MEDICARE REIMBURSEMENTS	9,132.00	13,532.00	13,527.40	0.00	4.60
Dept 9070	COMPENSATED ABSENCES					
Group 8	EMPLOYEE BENEFITS					
G.9070.0800	COMPENSATED ABSENCES	0.00	0.00	(2,305.75)	0.00	2,305.75
Total Group 8	EMPLOYEE BENEFITS	0.00	0.00	(2,305.75)	0.00	2,305.75
Total Dept 9070	COMPENSATED ABSENCES	0.00	0.00	(2,305.75)	0.00	2,305.75
Dept 9089	OTHER EMPLOYEE BENEFITS					
Group 8	EMPLOYEE BENEFITS					
G.9089.0800	OTHER EMPLOYEE BENEFITS	150.00	150.00	127.52	0.00	22.48
Total Group 8	EMPLOYEE BENEFITS	150.00	150.00	127.52	0.00	22.48
Total Dept 9089	OTHER EMPLOYEE BENEFITS	150.00	150.00	127.52	0.00	22.48
Dept 9501	TRANSFER TO GENERAL LIAB RES.					
Group 9	TRANSFERS					
G.9501.0900	TRANSFER GENERAL TO LIAB RES.	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Group 9	TRANSFERS	15,000.00	15,000.00	15,000.00	0.00	0.00
Total Dept 9501	TRANSFER TO GENERAL LIAB RES.	15,000.00	15,000.00	15,000.00	0.00	0.00
Dept 9710	SERIAL BONDS					
Group 6	PRINCIPAL ON INDEBTEDNESS					
G.9710.0600	PRINCIPAL	911,664.00	911,664.00	0.00	0.00	911,664.00
Total Group 6	PRINCIPAL ON INDEBTEDNESS	911,664.00	911,664.00	0.00	0.00	911,664.00
Group 7	INTEREST ON INDEBTEDNESS					
G.9710.0700	INTEREST	249,500.00	249,500.00	230,364.25	0.00	19,135.75
Total Group 7	INTEREST ON INDEBTEDNESS	249,500.00	249,500.00	230,364.25	0.00	19,135.75
Total Dept 9710	SERIAL BONDS	1,161,164.00	1,161,164.00	230,364.25	0.00	930,799.75

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Fund G	SEWER					
Type E	Expense					
Dept 9710	SERIAL BONDS					
Dept 9730	BOND ANTICIPATION NOTE					
Group 7	INTEREST ON INDEBTEDNESS					
G.9730.0700	INTEREST ON BONDS	0.00	0.00	1,491.78	0.00	(1,491.78)
Total Group 7	INTEREST ON INDEBTEDNESS	<u>0.00</u>	<u>0.00</u>	<u>1,491.78</u>	<u>0.00</u>	<u>(1,491.78)</u>
Total Dept 9730	BOND ANTICIPATION NOTE	<u>0.00</u>	<u>0.00</u>	<u>1,491.78</u>	<u>0.00</u>	<u>(1,491.78)</u>
Dept 9950	TRANSFER TO CAPITAL					
Group 9	TRANSFERS					
G.9950.0900	TRANSFER TO CAPITAL	287,500.00	287,500.00	182,355.30	0.00	105,144.70
Total Group 9	TRANSFERS	<u>287,500.00</u>	<u>287,500.00</u>	<u>182,355.30</u>	<u>0.00</u>	<u>105,144.70</u>
Total Dept 9950	TRANSFER TO CAPITAL	<u>287,500.00</u>	<u>287,500.00</u>	<u>182,355.30</u>	<u>0.00</u>	<u>105,144.70</u>
Total Type E	Expense	<u>6,329,971.00</u>	<u>6,341,110.23</u>	<u>6,990,649.56</u>	<u>74,174.10</u>	<u>276,286.57</u>
Total Fund G	SEWER	<u>(112,971.00)</u>	<u>(124,110.23)</u>	<u>1,181,579.63</u>	<u>74,174.10</u>	<u>(1,231,516.76)</u>

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Fund L	LIBRARY FUND					
Type R	Revenue					
Dept 0000						
Group						
L.0000.2082	LIBRARY FINES	28,500.00	28,500.00	14,964.00	0.00	13,536.00
L.0000.2701	REFUND OF PY EXPENDITURES	0.00	0.00	3,830.46	0.00	(3,830.46)
L.0000.2760	LIBRARY GRANT	46,105.00	46,105.00	46,566.01	0.00	(461.01)
L.0000.3840	ST AID - LIBRARIES	0.00	0.00	2,924.86	0.00	(2,924.86)
L.0000.5031	INTERFUND TRANSFERS	1,399,839.00	1,399,839.00	1,409,137.35	0.00	(9,298.35)
Total Group		1,474,444.00	1,474,444.00	1,477,422.68	0.00	(2,978.68)
Total Dept 0000		1,474,444.00	1,474,444.00	1,477,422.68	0.00	(2,978.68)
Total Type R	Revenue	1,474,444.00	1,474,444.00	1,477,422.68	0.00	(2,978.68)
Type E	Expense					
Dept 1990	CONTINGENT					
Group 4	CONTRACTUAL EXPENSE					
L.1990.0430	CONTINGENT	16,239.00	16,239.00	0.00	0.00	16,239.00
Total Group 4	CONTRACTUAL EXPENSE	16,239.00	16,239.00	0.00	0.00	16,239.00
Total Dept 1990	CONTINGENT	16,239.00	16,239.00	0.00	0.00	16,239.00
Dept 7410	LIBRARY FUND					
Group 1	PERSONAL SERVICES					
L.7410.0110	SALARIES	72,691.00	72,716.00	72,691.05	0.00	24.95
L.7410.0120	CLERICAL	244,261.00	248,786.00	248,766.97	0.00	19.03
L.7410.0130	WAGES	277,511.00	267,011.00	266,995.70	0.00	15.30
L.7410.0140	TEMPORARY	16,000.00	22,125.00	22,111.44	0.00	13.56
L.7410.0150	OVERTIME	4,000.00	4,275.00	4,253.90	0.00	21.10
L.7410.0175	HEALTH INSURANCE BUYOUT	4,200.00	4,675.00	4,671.83	0.00	3.17

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Fund L	LIBRARY FUND					
Type E	Expense					
Dept 7410	LIBRARY FUND					
Group 1	PERSONAL SERVICES					
Total Group 1	PERSONAL SERVICES	618,663.00	619,688.00	619,490.89	0.00	97.11
Group 4	CONTRACTUAL EXPENSE					
L.7410.0410	UTILITIES	96,600.00	84,725.00	86,813.28	0.00	(2,088.28)
L.7410.0410.0316	UTILITIES	2,100.00	2,100.00	0.00	0.00	2,100.00
L.7410.0420	INSURANCE	33,850.00	33,850.00	16,580.83	0.00	17,269.17
L.7410.0430	CONTRACTED SERVICES	29,748.00	42,398.00	40,957.52	(658.00)	2,098.48
L.7410.0430.0324	CONTRACTED SERVICES	45,000.00	46,624.00	48,063.40	(1,285.27)	(154.13)
L.7410.0440	FEES, NON EMPLOYEE	1,000.00	1,000.00	1,000.00	0.00	0.00
L.7410.0450.0303	MISCELLANEOUS	2,000.00	2,000.00	1,806.15	0.00	193.85
L.7410.0450.0325	MISCELLANEOUS	2,000.00	2,000.00	1,222.65	0.00	777.35
L.7410.0450.0326	MISCELLANEOUS	1,000.00	1,000.00	942.40	0.00	57.60
L.7410.0450.0327	MISCELLANEOUS	1,000.00	1,000.00	1,039.02	0.00	(39.02)
L.7410.0460	MATERIALS AND SUPPLIES	0.00	1,875.00	650.71	0.00	1,224.29
L.7410.0460.0311	MATERIALS AND SUPPLIES	5,000.00	5,000.00	3,922.92	0.00	1,077.08
L.7410.0460.0328	MATERIALS AND SUPPLIES	2,600.00	2,600.00	2,275.07	0.00	324.93
L.7410.0460.0329	MATERIALS AND SUPPLIES	4,000.00	4,000.00	6,620.64	0.00	(2,620.64)
L.7410.0465	EQUIPMENT < 5000	0.00	100.00	0.00	0.00	100.00
L.7410.0465.0317	EQUIPMENT < 5000	10,000.00	10,000.00	10,000.00	0.00	0.00
L.7410.0465.0318	EQUIPMENT < 5000	0.00	0.00	8.49	0.00	(8.49)
L.7410.0465.0319	EQUIPMENT < 5000	3,000.00	3,000.00	3,073.00	0.00	(73.00)
Total Group 4	CONTRACTUAL EXPENSE	238,698.00	243,272.00	224,976.08	(1,943.27)	20,239.19
Group 8	EMPLOYEE BENEFITS					
L.7410.0810	STATE RETIREMENT	84,638.00	84,638.00	79,738.00	0.00	4,900.00
L.7410.0830	SOCIAL SECURITY	47,327.00	45,777.00	45,278.84	0.00	498.16
L.7410.0840	WORKERS COMPENSATION	0.00	800.00	790.44	0.00	9.56
L.7410.0850	HEALTH INSURANCE	133,941.00	126,416.00	125,262.92	0.00	1,153.08
Total Group 8	EMPLOYEE BENEFITS	265,906.00	257,631.00	251,070.20	0.00	6,560.80

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Fund L	LIBRARY FUND					
Type E	Expense					
Dept 7410	LIBRARY FUND					
Total Dept 7410	LIBRARY FUND	1,123,467.00	1,120,491.00	1,095,537.17	(1,943.27)	26,897.10
Dept 9040	WORKERS COMPENSATION					
Group 8	EMPLOYEE BENEFITS					
L.9040.0800	WORKERS' COMPENSATION	3,400.00	3,950.00	3,929.18	0.00	20.82
Total Group 8	EMPLOYEE BENEFITS	3,400.00	3,950.00	3,929.18	0.00	20.82
Total Dept 9040	WORKERS COMPENSATION	3,400.00	3,950.00	3,929.18	0.00	20.82
Dept 9060	HEALTH INSURANCE					
Group 8	EMPLOYEE BENEFITS					
L.9060.0800	HEALTH INSURANCE	135,576.00	143,101.00	143,088.75	0.00	12.25
Total Group 8	EMPLOYEE BENEFITS	135,576.00	143,101.00	143,088.75	0.00	12.25
Total Dept 9060	HEALTH INSURANCE	135,576.00	143,101.00	143,088.75	0.00	12.25
Dept 9065	MEDICARE REIMBURSEMENTS					
Group 8	EMPLOYEE BENEFITS					
L.9065.0800	MEDICARE REIMBURSEMENTS	13,164.00	16,164.00	16,159.00	0.00	5.00
Total Group 8	EMPLOYEE BENEFITS	13,164.00	16,164.00	16,159.00	0.00	5.00
Total Dept 9065	MEDICARE REIMBURSEMENTS	13,164.00	16,164.00	16,159.00	0.00	5.00
Dept 9089	OTHER EMPLOYEE BENEFITS					
Group 8	EMPLOYEE BENEFITS					
L.9089.0800	OTHER EMPLOYEE BENEFITS	100.00	100.00	84.34	0.00	15.66
Total Group 8	EMPLOYEE BENEFITS	100.00	100.00	84.34	0.00	15.66
Total Dept 9089	OTHER EMPLOYEE BENEFITS	100.00	100.00	84.34	0.00	15.66
Dept 9710	SERIAL BONDS					
Group 6	PRINCIPAL ON INDEBTEDNESS					
L.9710.0600	PRINCIPAL	145,000.00	145,000.00	140,657.00	0.00	4,343.00
Total						

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Fund L	LIBRARY FUND					
Type E	Expense					
Dept 9710	SERIAL BONDS					
Group 6	PRINCIPAL ON INDEBTEDNESS					
Group 6	PRINCIPAL ON INDEBTEDNESS	145,000.00	145,000.00	140,657.00	0.00	4,343.00
Group 7	INTEREST ON INDEBTEDNESS					
L.9710.0700	INTEREST	37,498.00	37,498.00	24,908.30	0.00	12,589.70
Total Group 7	INTEREST ON INDEBTEDNESS	37,498.00	37,498.00	24,908.30	0.00	12,589.70
Total Dept 9710	SERIAL BONDS	182,498.00	182,498.00	165,565.30	0.00	16,932.70
Total Type E	Expense	1,474,444.00	1,482,643.00	1,424,363.74	(1,943.27)	60,122.63
Total Fund L	LIBRARY FUND	0.00	(8,099.00)	63,058.94	(1,943.27)	(63,101.21)

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Fund MS	HEALTH INSURANCE FUND					
Type R	Revenue					
Dept 0000						
Group						
MS.0000.1270	SHARED SERVICE CHARGES	8,982,428.00	8,982,428.00	8,779,215.78	0.00	203,212.22
MS.0000.2401	INTEREST & EARNINGS	2,000.00	2,000.00	324.89	0.00	1,675.11
MS.0000.2680	INSURANCE RECOVERY	175,000.00	1,275,000.00	1,658,877.65	0.00	(383,877.65)
MS.0000.2700	REIMBURSEMENT-MEDICARE PART D	200,000.00	200,000.00	246,673.47	0.00	(46,673.47)
MS.0000.2701	REFUND OF PY EXPENDITURES	0.00	0.00	48,046.15	0.00	(48,046.15)
MS.0000.2708	PAYROLL DEDUCTION	643,048.00	643,048.00	595,473.93	0.00	47,574.07
MS.0000.2709	RETIREEES' CONTRIBUTIONS	200,799.00	200,799.00	187,411.35	0.00	13,387.65
MS.0000.2770	UNCLASSIFIED REVENUES	0.00	0.00	0.10	0.00	(0.10)
MS.0000.2771	PRESCRIPTION REIMBURSEMENT	300,000.00	300,000.00	395,855.61	0.00	(95,855.61)
Total Group		10,503,275.00	11,603,275.00	11,911,878.93	0.00	(308,603.93)
Total Dept 0000		10,503,275.00	11,603,275.00	11,911,878.93	0.00	(308,603.93)
Total Type R	Revenue	10,503,275.00	11,603,275.00	11,911,878.93	0.00	(308,603.93)
Type E	Expense					
Dept 1710	MS ADMINISTRATION					
Group 1	PERSONAL SERVICES					
MS.1710.0110	SALARIES	41,245.00	41,595.00	41,589.46	0.00	5.54
Total Group 1	PERSONAL SERVICES	41,245.00	41,595.00	41,589.46	0.00	5.54
Group 4	CONTRACTUAL EXPENSE					
MS.1710.0420	INSURANCE	254,079.00	253,379.00	241,636.78	0.00	11,742.22
MS.1710.0430	ADMINISTRATION	188,000.00	188,000.00	179,686.98	0.00	8,313.02
MS.1710.0440	FEES, NON EMPLOYEE	8,600.00	8,600.00	8,367.65	0.00	232.35

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Fund MS	HEALTH INSURANCE FUND					
Type E	Expense					
Dept 1710	MS ADMINISTRATION					
Group 4	CONTRACTUAL EXPENSE					
MS.1710.0450	MISCELLANEOUS	1,250.00	1,250.00	27.90	0.00	1,222.10
MS.1710.0460	MATERIALS AND SUPPLIES	500.00	500.00	193.63	0.00	306.37
MS.1710.0465	EQUIPMENT < 5000	0.00	275.00	250.87	0.00	24.13
Total Group 4	CONTRACTUAL EXPENSE	462,429.00	462,004.00	430,163.81	0.00	21,840.19
Group 8	EMPLOYEE BENEFITS					
MS.1710.0810	STATE RETIREMENT	4,289.00	4,289.00	4,136.00	0.00	153.00
MS.1710.0830	SOCIAL SECURITY	3,155.00	3,155.00	2,739.43	0.00	415.57
MS.1710.0850	HEALTH INSURANCE	14,671.00	14,746.00	14,722.58	0.00	23.42
Total Group 8	EMPLOYEE BENEFITS	22,115.00	22,190.00	21,598.01	0.00	591.99
Total Dept 1710	MS ADMINISTRATION	516,789.00	516,789.00	493,361.28	0.00	22,437.72
Dept 9060	HEALTH INSURANCE					
Group 4	CONTRACTUAL EXPENSE					
MS.9060.0430.0020	CONTRACTED SERVICES	6,573,909.00	7,794,909.00	7,794,232.19	0.00	676.81
MS.9060.0430.0030	CONTRACTED SERVICES	3,413,577.00	3,292,577.00	3,216,290.25	0.00	76,286.75
Total Group 4	CONTRACTUAL EXPENSE	9,987,486.00	11,087,486.00	11,010,522.44	0.00	76,963.56
Total Dept 9060	HEALTH INSURANCE	9,987,486.00	11,087,486.00	11,010,522.44	0.00	76,963.56
Total Type E	Expense	10,503,275.00	11,603,275.00	11,503,873.72	0.00	99,401.28
Total Fund MS	HEALTH INSURANCE FUND	0.00	0.00	408,005.21	0.00	(408,005.21)

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Fund V	DEBT SERVICE					
Type R	Revenue					
Dept 0000	.					
Group						
V.0000.2710	PREMIUM ON OBLIGATIONS	0.00	0.00	18,510.16	0.00	(18,510.16)
Total Group		<u>0.00</u>	<u>0.00</u>	<u>18,510.16</u>	<u>0.00</u>	<u>(18,510.16)</u>
Total Dept 0000		<u>0.00</u>	<u>0.00</u>	<u>18,510.16</u>	<u>0.00</u>	<u>(18,510.16)</u>
Total Type R	Revenue	<u>0.00</u>	<u>0.00</u>	<u>18,510.16</u>	<u>0.00</u>	<u>(18,510.16)</u>
Type E	Expense					
Dept 9510	TRANSFERS TO GENERAL FUND					
Group 9	TRANSFERS					
V.9510.0900	TRANSFER TO GENERAL FUND	0.00	22,525.00	22,506.22	0.00	18.78
Total Group 9	TRANSFERS	<u>0.00</u>	<u>22,525.00</u>	<u>22,506.22</u>	<u>0.00</u>	<u>18.78</u>
Total Dept 9510	TRANSFERS TO GENERAL FUND	<u>0.00</u>	<u>22,525.00</u>	<u>22,506.22</u>	<u>0.00</u>	<u>18.78</u>
Dept 9930	TRANSFER TO FAIR GROUNDS RES.					
Group 9	TRANSFERS					
V.9930.0900	TRANSFER TO LIBRARY FUND	0.00	9,300.00	9,298.35	0.00	1.65
Total Group 9	TRANSFERS	<u>0.00</u>	<u>9,300.00</u>	<u>9,298.35</u>	<u>0.00</u>	<u>1.65</u>
Total Dept 9930	TRANSFER TO FAIR GROUNDS RES.	<u>0.00</u>	<u>9,300.00</u>	<u>9,298.35</u>	<u>0.00</u>	<u>1.65</u>
Total Type E	Expense	<u>0.00</u>	<u>31,825.00</u>	<u>31,804.57</u>	<u>0.00</u>	<u>20.43</u>
Total Fund V	DEBT SERVICE	<u>0.00</u>	<u>(31,825.00)</u>	<u>(13,294.41)</u>	<u>0.00</u>	<u>(18,530.59)</u>
Grand Total		<u>(1,747,080.00)</u>	<u>(2,881,099.65)</u>	<u>996,929.47</u>	<u>1,024,779.09</u>	<u>(2,863,250.03)</u>

NOTE: One or more accounts may not be printed due to Account Table restrictions.