

CITY OF WATERTOWN

2018-2019

ADOPTED BUDGET



CITY OF WATERTOWN NEW YORK

2018-19 BUDGET

City Council

Joseph M. Butler, Jr., Mayor

Ryan J. Henry-Wilkinson

Cody J. Horbacz

Lisa A. Ruggiero

Mark C. Walczyk

City Manager

Bradford J. Minnick

City Management Team

City Assessor, Brian S. Phelps

City Clerk, Ann M. Saunders

City Comptroller, James E. Mills

City Engineer, Justin L. Wood

Executive Secretary to Civil Service, Amie L. Davis

Fire Chief, Dale C. Herman

Human Resources Manager, Matthew D. Roy

Information Technology Manager, David S. Wurzburg

Library Director, Yvonne F. Reff

Planning & Community Development Director, Michael A. Lumbis

Police Chief, Charles P. Donoghue

Purchasing Manager, Vacant

Superintendent of Parks & Recreation, Erin E. Gardner

Superintendent of Public Works, Patrick W. Keenan

Superintendent of Water, Vicky L. Murphy

City Counsel, Slye Law Offices, P.C.

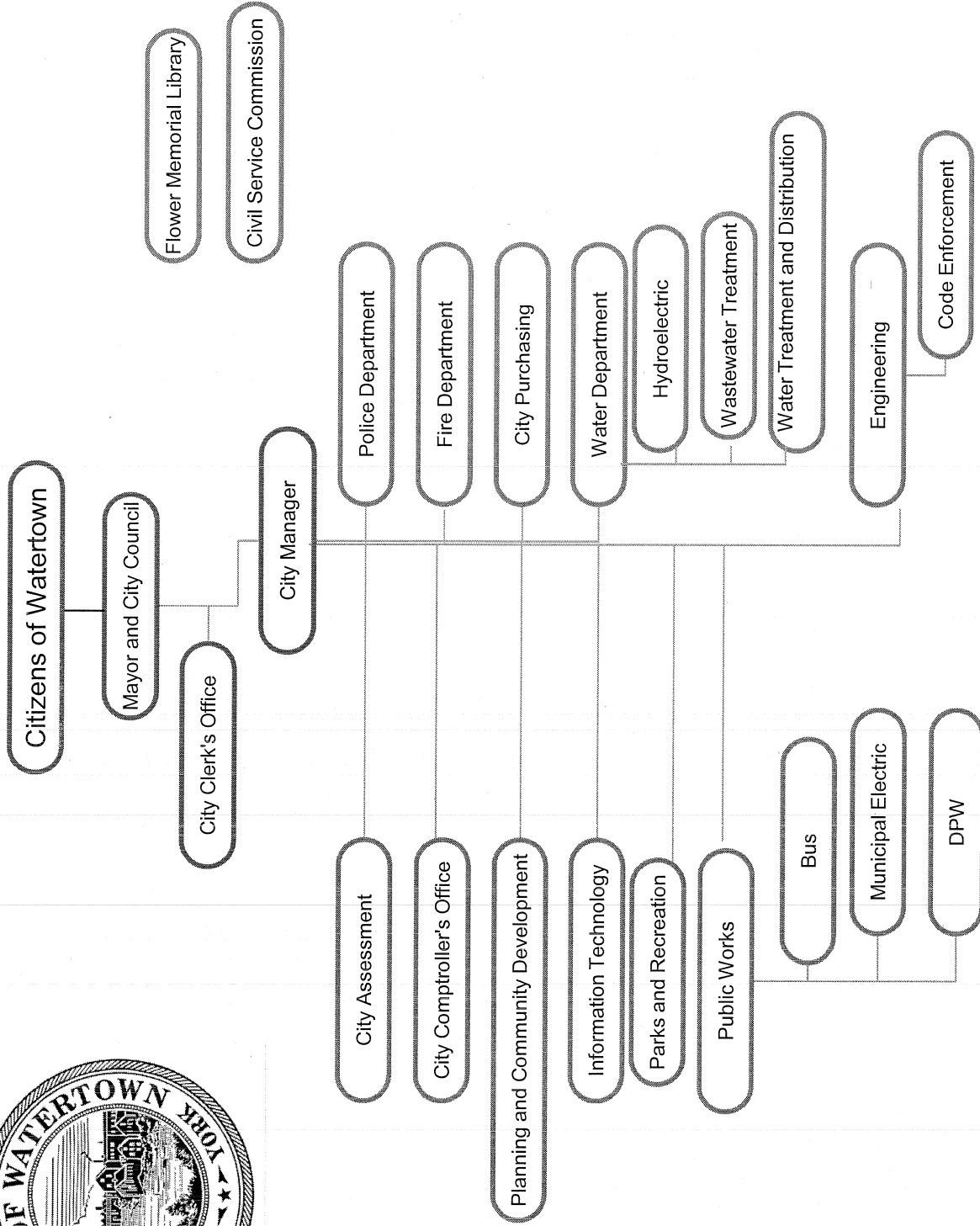
Confidential Secretary to the City Manager, Elaine Giso

City Profile

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2016 Census estimate)	25,900
Population Density (per acre)	4.31
Land Area (square miles)	9.4
Annual Unemployment Rate (City) 2017	5.7%
2017 Equalized Full Value of Real Property @ 92%	\$1,718,699,432
Median Household Income (2016)	\$40,623
Building/Maintenance Permits Issued (2017)	798 Permits - \$32,522,143 value
Miles of Street	91.2
Number of Acres of Parks and Playgrounds	497
Number of Streetlights	2,632
Public Utilities (number of active accounts)	
Water and Sewer	8,799
Bond Rating (General Obligation Bonds)	Moody's Investor Services Aa3
Number of Employees	
Full Time	314
Part Time	60



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2018-19

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April 20, 2018

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Introduction of Proposed Budget for Fiscal Year 2018/2019

As I draft this Fiscal Year's Budget introduction as my final message and nearing the end of my tenure as Watertown's City Manager, I take time to reflect on the many significant accomplishments we achieved during the year:

- Awarded \$10 Million as part of Governor Cuomo's Downtown Revitalization Initiative which will significantly propel private and public economic growth, development and transformation initiatives in the City's historic Downtown
- Received more than \$2 Million of grant funding that will assist the City in developing a Comprehensive Plan, improving the Western Trunk Outfall, bringing the Court Street Commons Redevelopment project to fruition, implementing Phase II of the Tree Inventory and Forest Management Plan, making significant improvements to the Alex T. Duffy Fairgrounds Baseball complex, and improving the quality and service of its drinking water
- Commenced with the \$6 Million Western Boulevard project, a major east/west connector between Arsenal and Coffeen Streets, whereby 80% of the project will be funded through Federal and State transportation programs
- Established housing, education, transportation, and workforce development programs that will reduce poverty and its grip on City residents as intended by the 2016 grant award of \$1 Million as part of the Empire State Poverty Reduction Initiative
- Installed a new, state of the art, accessible children's playground at Thompson Park
- Implemented a Complete Streets design for Washington Street and Main Street West improving safety for the sharing of the roadway between pedestrians, cyclists and motorists
- Designed and prepared the location for the City's Splash Park and purchased the water features in anticipation of a grand opening in Thompson Park in Summer 2018
- Awarded the NYS Supreme Court decision ruling that Firefighter Collective Bargaining language "minimum manning" is illegal and unenforceable

- Maintained the financial strength of the City and reaffirmed the Aa3 credit rating by Moody's Investor Services

In addition, there are numerous other accomplishments that could be mentioned, but the reader should refer to each Department's functional listing for their specific mention.

I would be remiss if I did not, likewise, consider the significant obstacles and the need for City leadership to continue addressing the following:

- The prevailing opioid and illicit drug problem in the City
- Property foreclosures and abandonments which continue to have a significant negative effect on neighborhood property values and aesthetics
- The ending of a very lucrative revenue stream in 2030 resulting from the Power Purchase Agreement where National Grid purchases excess hydroelectricity from the City
- A plan that will address a systematic yet sustainable investment in aged City infrastructure – buildings, roads, and sidewalks
- A multi-year financial plan that responsibly forecasts revenues and expenses, achieves a structurally balanced budget and preserves a reasonable and stable fund balance to offset the City's volatile revenue sources and cash flow cycles
- A Strategic Plan for the City that: defines the vision, mission and guiding principles for bettering our community and aiding City Staff in their planning; establishes direction for capital project investment; defines the level of service for operations and programs; and, promotes fiscal stability into the future

As in years previous, this proposal has been prepared as a collaborative effort between my office, the City Comptroller and the Department Heads. As public servants, we are entrusted with appropriating City taxpayer dollars wisely and responsibly. During the course of several months, we evaluated and prioritized capital projects, assessed and planned for priority operating needs, infrastructure repairs, and vehicle and equipment replacements. We considered City Council's priorities and were also mindful of their intent to keep the budget at or below this year's Tax Cap. I am indebted to the Department Heads for their experience, wisdom, commitment and patience – without their support and guidance, preparing this budget would be an insurmountable task. The remainder of this message will present the difficulties which prevent the proposal of a balanced operating budget and multi-year plan without reliance on substantial transfers from the General Fund fund balance.

The total proposed General Fund operating budget is \$44,957,709, resulting in a 5.28%, or \$2,254,864, increase over FY 2017/2018 appropriations. Staff approached the build of this budget facing challenges similar to those we encountered during the last several years – the Governor's mandate of a Property Tax Cap and flat State Aid of \$4.7 Million. Overall, total revenue generated from sources such as sales tax, sale of excess hydro-electricity to National Grid, mortgage tax, hotel tax and utilities taxes were increased

moderately with a projected increase of 2.16% or \$694,408. This year's imposed allowable tax levy increase of 2.40%, per the Tax Cap calculation, limits the increase of property tax revenue by \$219,380. The difference between FY 2018/2019 proposed appropriations (\$44,957,709) and proposed revenues (\$42,753,226) is vast; a delta of more than \$2.2 Million. With an above-average appropriation of General Fund fund balance of \$2 Million, the Real Property Tax Levy is still, unfortunately, 9.52%.

There are a number of contributing factors which account for the increase to appropriations of more than \$2.2 Million from last year. For the second consecutive year, the City's Self-Funded Health Insurance expenses have significantly increased based on historical claims and projected increases of medical and prescription services. This year, expenses are up 8% which cause a similar increase in the operating funds equating to \$858,129 of General Fund expenses, a tax levy increase of 9%. Each health coverage subscriber will incur an increase of more than 12% if participating in the City's plan this fiscal year to account for the cost increase. In addition to health insurance costs, other major items include:

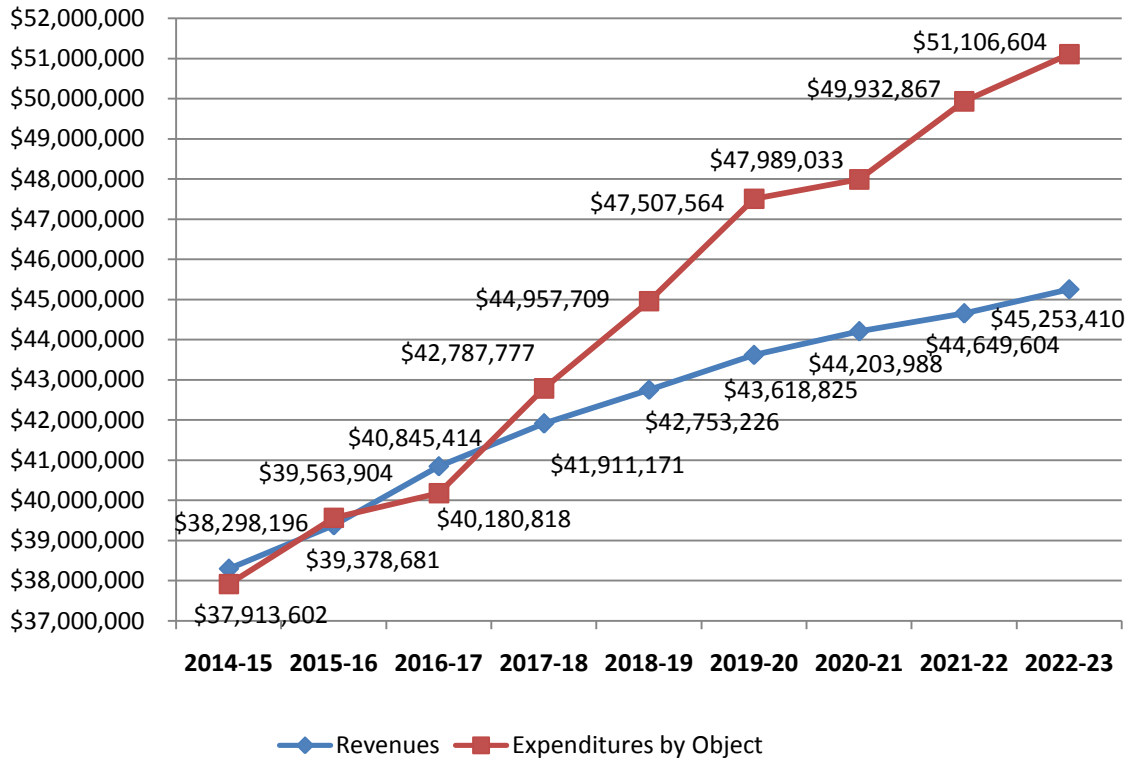
- An additional Police Detective to be assigned to the Metro Jeff Drug Task Force for \$61,954 (based on a new recruit starting September 1st)
- An additional IT Specialist for \$46,273 (based on a September 1st hire date) to augment initiatives to build and maintain a robust IT infrastructure with policies, procedures and practices that comply with the NYS Comptroller's Audit findings
- An additional four Firefighter positions as a result of Council endorsing the SAFER grant application for a net cost to the City for \$3,028 (based on a hire date of mid-February 2019) assuming grant reimbursement and a reduction in overtime
- An investment of \$90,000 of hardware to correct the City's aged email infrastructure
- Safety consulting services for a total of \$50,000 (split between the General, Water and Sewer Funds) to establish a safety program consistent across all City Departments
- Legal counsel services for \$12,000 for the newly established Charter Commission
- The decrease by more than \$275,000 in revenue for the sale of projected surplus hydro-electricity based on the expected plant's downtime of two months for the planned capital improvements of the turbine intake resurfacings, excitation system upgrades and canal spillway resurfacing
- The appropriation of \$60,000 to outfit first response apparatus with adequate rescue tools and associated storage

- An allocation of \$12,500 to design the improvements at the Fairgrounds in support of the Watertown Rapids Baseball team plus an additional appropriation of \$40,000 to cover the revised estimates of these improvements that exceed the amount available from the State grant
- Funding of facility improvements for \$145,000 that covers DPW façade repairs, Fairgrounds locker room replacement, and City Hall flooring replacement (2nd floor)
- Arsenal Street crosswalk improvements for \$80,000 in the 100 block
- Washington Street School Zone Improvements, Phase II, for \$50,000
- The addition of a Fleet Manager position for \$87,841 (based on a September 1st hire date)
- The inclusion of \$30,000 for a part-time Transit Director to bridge the gap between the current operating model and a future model which will be more flexible and agile to growth and the needs of the riders
- General fund equipment needs increased by \$100,000 more than FY 2017/2018 needs and account for Civil Service software, Fire Department washer and dryer, and traffic control upgrades at critical intersections
- An allocation of \$25,000 for the second year of a Public Benefit Services Agreement with the Thompson Park Conservancy

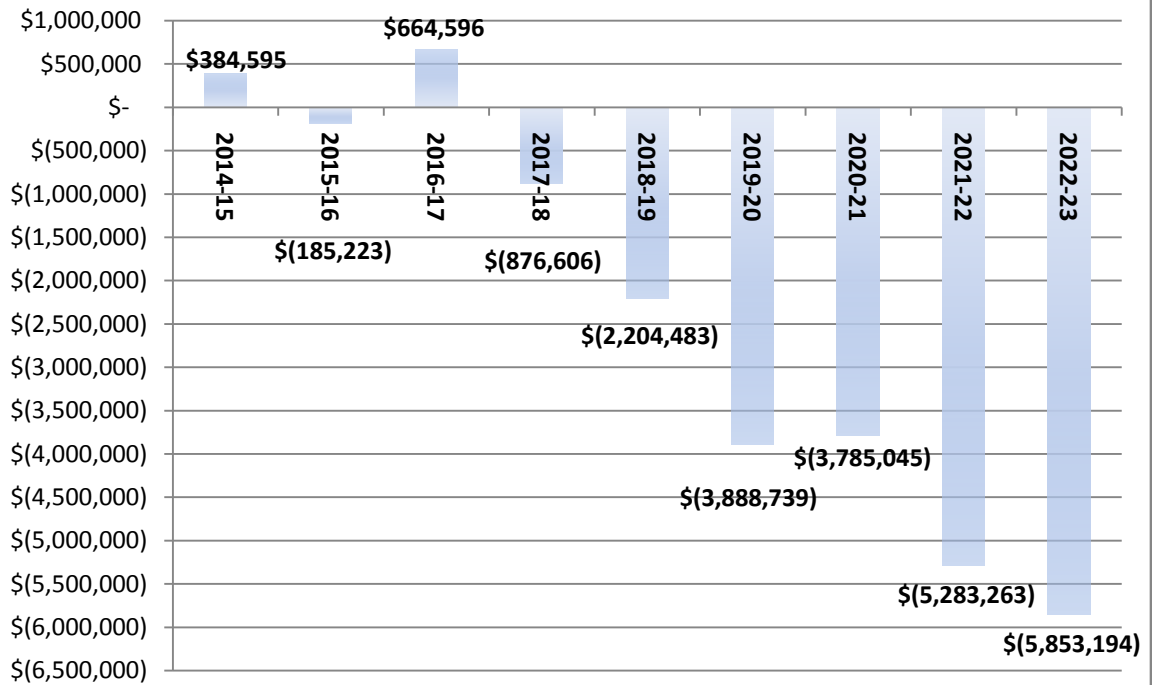
The annual budget process allows the management team to formally review the assignment of personnel resources, and evaluate whether a position vacated by a retirement or resignation should be abolished or re-coded. This review process accomplished budget cost savings of \$45,253 for abolishing the position of Real Property Tax Service Aid in Assessment, and \$96,266 for abolishing the staff Battalion Chief in the Fire Department and establishing a staff Captain position in its place.

For several years, the management team has delivered proposed budgets that contain the essential operating needs for their department. This year is no different, and the increase to appropriations must be regarded as permanent changes and not just a one-time adjustment. Once again, I urge Council to carefully consider the recommendations set forth in this proposal, the projected overall minimal growth of revenues, and the ramification of debt across the 5-year Capital Plan and elect to exceed this year's allowable tax levy increase. The charts immediately following, projects an increasing divergence between projected revenues and expenses beginning in FY 2017/2018 through to FY 2022/ FY2023. This course must be corrected in order to structurally balance the budget.

General Fund: Revenues and Expenditures



General Fund: Surplus (Deficit) (Actual/Projected)



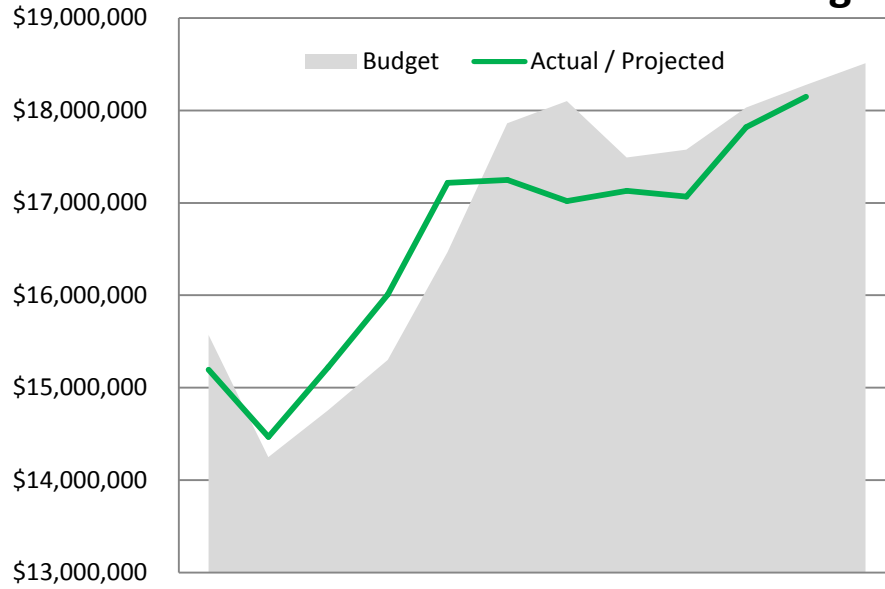
This is the seventh budget submission which requires adherence to the Tax Cap Allowable Levy Growth Factor (i.e. Tax Cap) as signed into law by Governor Cuomo in 2011. The Tax Cap was established to limit local government's overall growth of the property tax levy to 2% or the rate of inflation, with some exceptions, whichever is less. It is important to note that the special assessment sidewalk ten-year re-levied amounts are considered by the State to be part of the tax cap levy. Accordingly, approximately \$34,000 of next year's allowable total tax levy cannot actually be raised to fund City expenditures. The development of the Tax Cap gives residents the opportunity to work with Council to measure the real value of government services and resulting impact on daily lives. It is important to understand that property taxes are one of the few non-volatile sources of revenue for the City and comprise only 23% of the total revenues. For FY 2018/2019, the allowable tax levy increase of 2.40% yields \$219,380. Executing the 2.4% levy increase, and appropriating \$2 Million from General Fund fund balance results in a deficit of approximately \$642,000 and requires Council's careful consideration to exceed this FY 2018/19 Tax Cap to correct the delta and forward trend in the multi-year plan. This year's Tax Cap, yet again, prohibits the necessary growth of property tax revenue required to sustain day to day essential services and operations, let alone make investments to improve aging infrastructure. The largest revenue source which Council can control is the Real Property Tax. I strongly recommend that Council elect to override this year's allowable tax levy as a permanent increase of General Fund revenues. The practice of relying on fund balance to close the gap between revenues and expenses is often politically motivated in order to keep taxes low. Unfortunately, doing so further exacerbates the fiscal outlook and, as is reflected in the multi-year plan, will result in a negative fund balance as soon as FY 2021/2022 if only modest tax increases continue to be made.

This year's budget proposes \$42,753,226 in total revenues. Unlike real property taxes, the other sources of revenue are considered volatile such that increases and decreases are subject to changes in the economy, Fort Drum deployments, fluctuations of the Canadian dollar, utility prices, mortgages or flows of the Black River. Jefferson County's population is another factor which affects the stability of revenue. In 2017, the population was estimated to have increased less than 1% from 2016, recovering only slightly from a particularly steep population decline totaling more than 3,000 people was observed between 2015 and 2016.

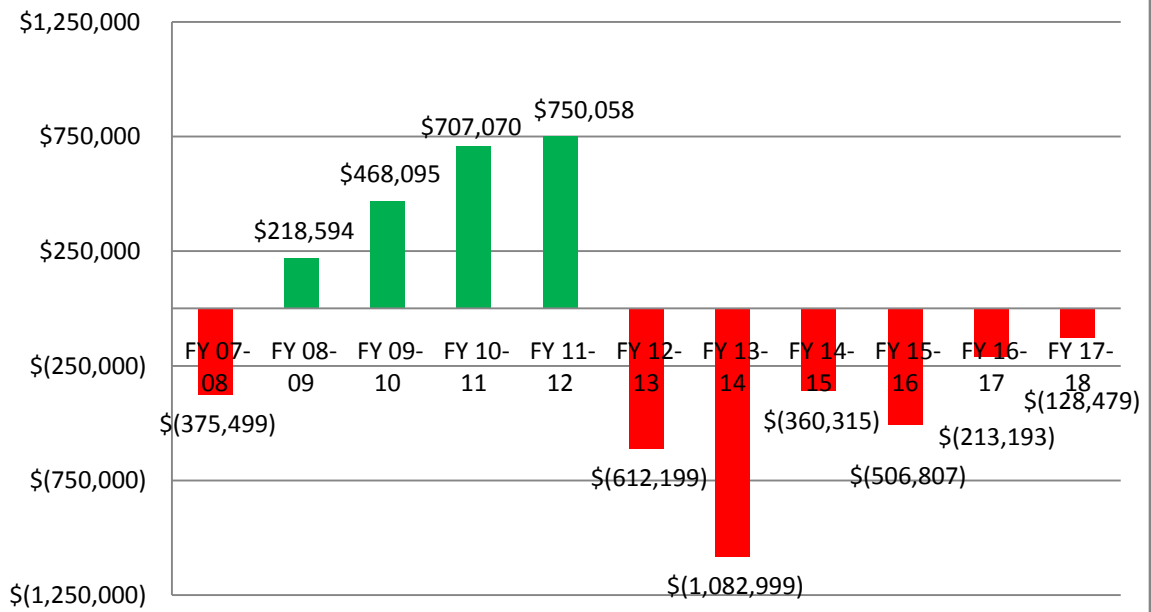
The following several pages of charts depict multiple revenue sources, their historical performance, and the projected performance for the year ahead.

Sales tax revenue, which makes up nearly 43% of total revenues, is anticipated to perform under budget this year, marking the sixth year of underperformance. A 2% growth in projected ending Fiscal Year 2017/18 sales tax revenue is projected for FY 2018/2019 for an anticipated return of \$18,510,000. On a budgetary basis this increases the sales tax budget by only 1.29% over last year due to this year's underperformance. Based on historical performance, the forecasts for out-years are also held at 2%.

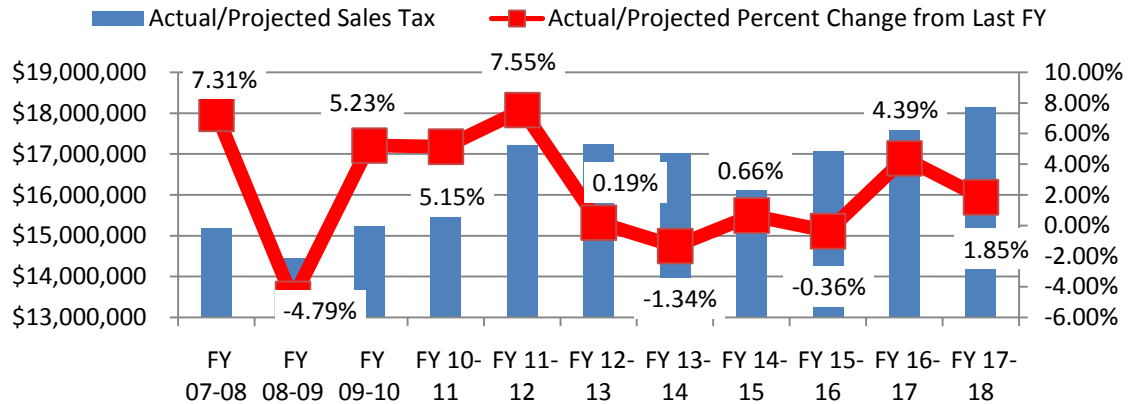
Sales Tax: Actual vs Budget



Sales Tax: Over\ (Under) Budget

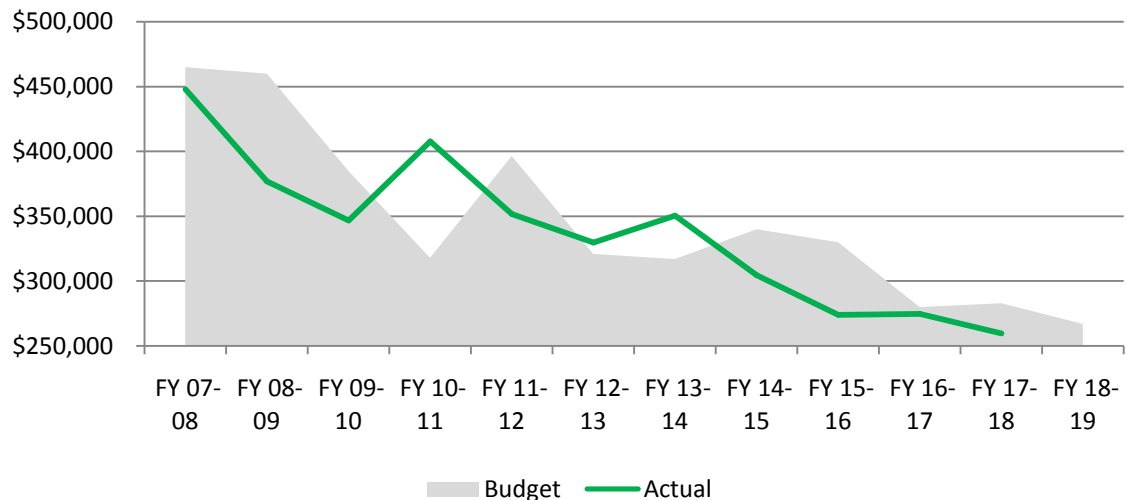


Sales Tax Percentage Change



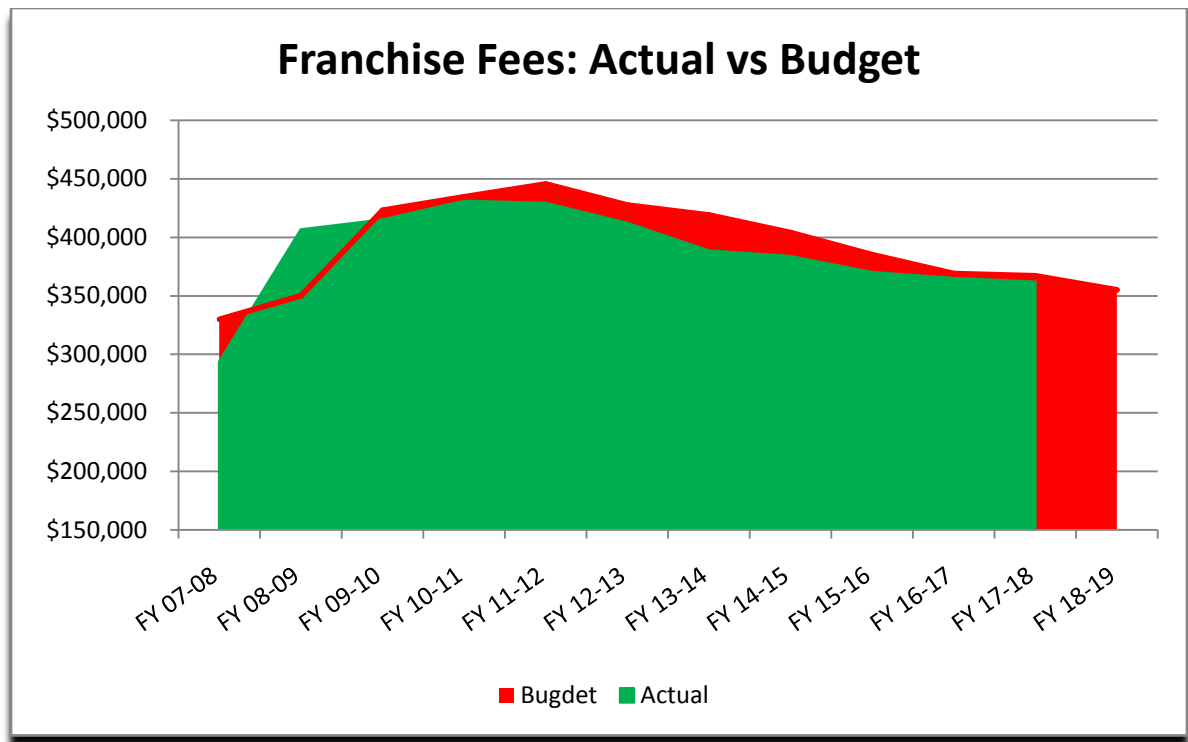
Gross Receipts Utility Tax revenue, also a volatile revenue source, has continued to trend downward since FY 2010/2011 to present. FY 2017/2018 performance is expected to fall short of the projected revenue of \$283,000 by more than \$23,000. As such, we anticipate correcting the trend and project the FY 2018/2019 revenue at \$267,000.

Utility Tax: Actual vs Budget



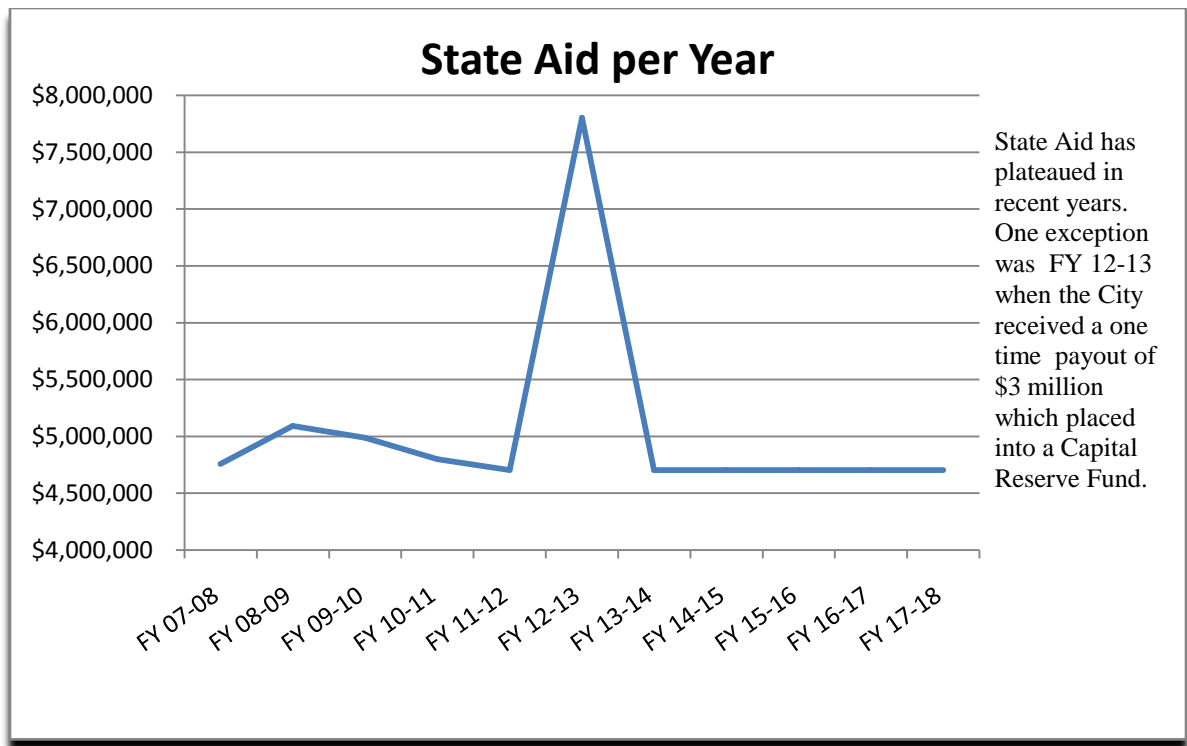
Mortgage Tax revenue performed \$14,000 under budget in FY 2017/2018 for the fourth year in a row. Similarly, we anticipate correcting the trend and project \$310,000 for this revenue source in FY 2018/2019.

The revenue generated from Franchise Fees resulting from the City's agreement with Time Warner Cable Northeast LLC has continued to trend downward since FY 2011/2012. As a result, we have adjusted the annual revenue projection since then and in FY 2017/2018 find that this source will, once again, underperformed by \$5,000. Based on the continuing downward trend, we project the FY 2018/2019 revenue as \$355,000.



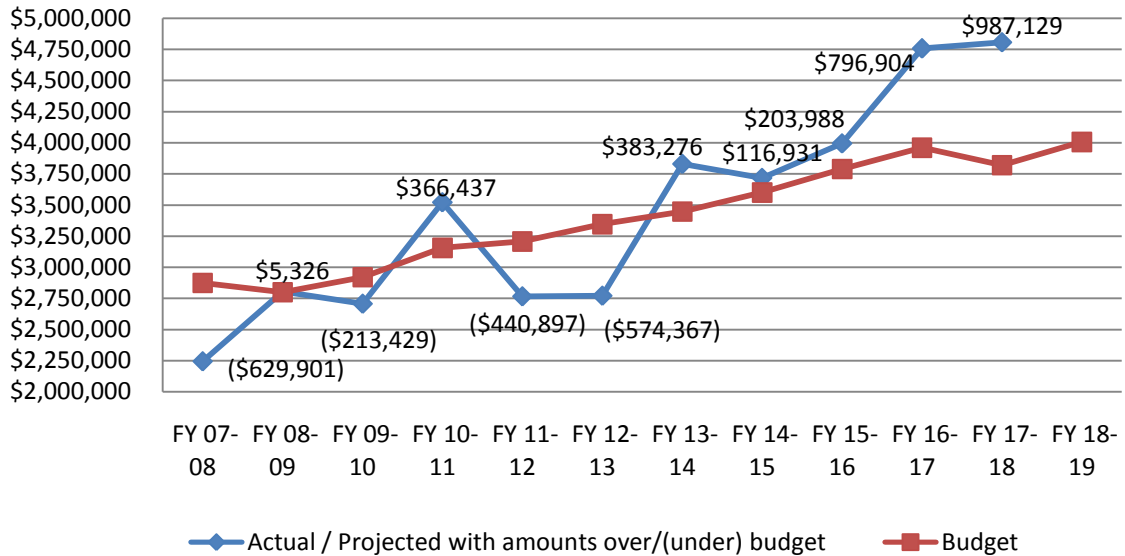
During the two fiscal years prior to FY 2017/2018, Hotel Occupancy Tax revenue underperformed. As a result, we adjusted the FY 2017/2018 projected revenue downwards to \$200,000 and actually collected an additional \$6,000 in revenue. However, based on the value of the Canadian dollar, we anticipate the revenue to increase slightly to \$210,000.

State Aid and Incentives for Municipalities (State AIM) remains flat at \$4,703,208. The New York Conference of Mayors continues to advocate for increased AIM funding and removal of barriers to efficiency and shared services. We do not anticipate growth of this revenue source in the near future.



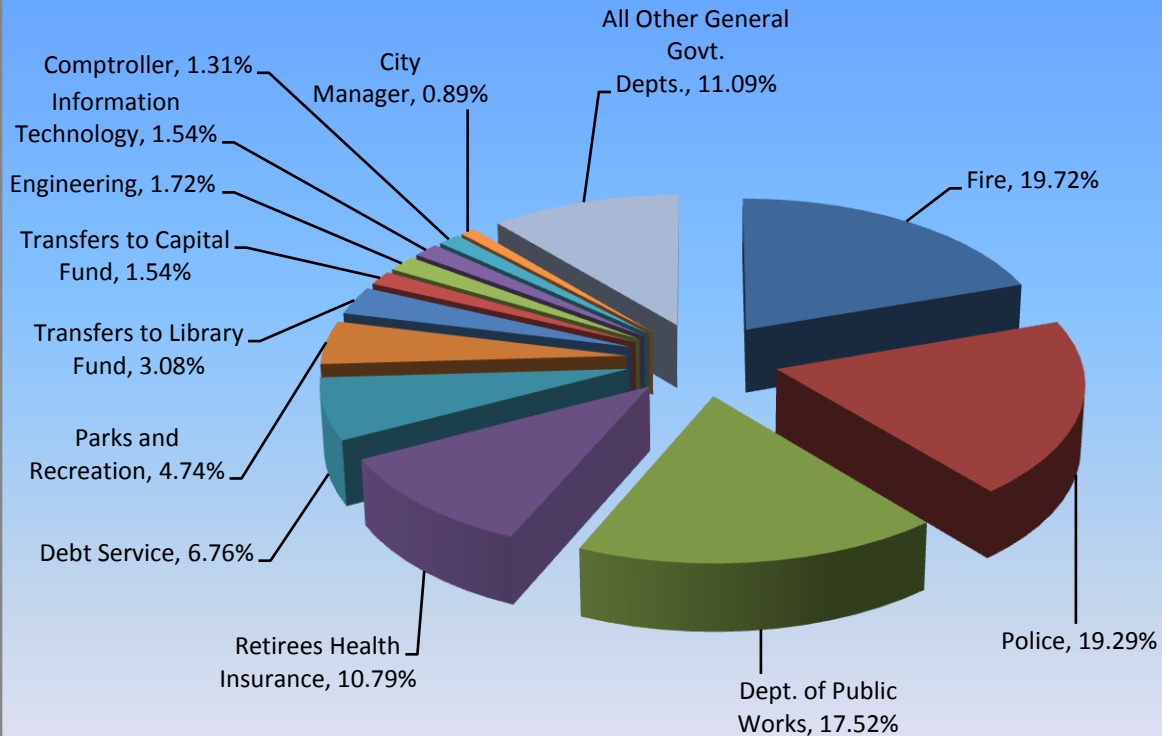
The sale of excess hydro-electricity is a very volatile source of revenue given its dependency on the weather and the subsequent flows of the Black River. The data labels in the below graph represent that fiscal year's variance of actual revenues to budgeted revenues and as you can see there are routinely wide swings in the amounts. Maintaining a healthy fund balance has allowed the shortfall years to be better absorbed without major impacts to City operations. Projected revenues are based on historical performance of nearly 20 years of data. Fortunately, for the second year in a row, revenue significantly exceeded budget projections and compensated for the underperformance of Sales Tax revenue during that same time. For FY 2018/2019, we project increasing the budgeted revenue to \$4,006,000. This projection accounts for the loss of revenue for two months, totaling more than \$275,000, for which the plant will be shut down for planned capital improvements of the turbine intake resurfacing, excitation system upgrades and canal spillway resurfacing.

Sale of Excess Hydro-Electricity



I cannot overemphasize that this year's General Fund operating budget focuses on priority needs and services and investments in infrastructure, vehicles and equipment. The 5.3% growth to appropriations totaling \$2.3 Million would equate to a 34% tax levy increase assuming no appropriations from fund balance or reserves. The growth of General Fund expenditures cannot be sustained unless there are corresponding changes to General Fund revenues. Council must seriously consider increasing this year's and future tax levy increases in order to keep pace with, at least, the cost of personnel services. Additionally, Council must consider the multi-year plan, and projected and expiring debt, before approving new capital projects. This budget projects wage increases for Police and Fire pending arbitration outcomes and reflects salary increases of 2.25% for CSEA and 2.0% for management employees.

FY 2018-19 General Fund Proposed Budget



GENERAL FUND REVENUES, APPROPRIATED RESERVES AND FUND BALANCE						
	FY 2017-18 Adopted Budget	%	FY 2018-19 Proposed Budget	%	Increase / (Decrease)	Increase / (Decrease) %
Sales Tax	\$18,275,000	42.80%	\$18,510,000	41.17%	\$ 235,000	1.29%
Property Tax	9,105,044	21.32%	9,971,862	22.18%	866,818	9.52%
State Aid	4,703,208	11.01%	4,703,208	10.46%	-	0.00%
Sale of Excess Hydro-Electricity	3,820,000	8.95%	4,006,000	8.91%	186,000	4.87%
Bus Related Aid and Fares	879,800	2.06%	891,600	1.98%	11,800	1.34%
Refuse	878,000	2.06%	861,000	1.92%	(17,000)	-1.94%
Cable Franchise Fees	367,000	0.86%	355,000	0.79%	(12,000)	-3.27%
Interfund Transfers (mostly Hotel Occupancy Tax)	200,000	0.47%	376,000	0.84%	176,000	88.00%
Mortgage Tax	325,000	0.76%	310,000	0.69%	(15,000)	-4.62%
All Other Revenues	2,638,948	6.18%	2,768,556	6.16%	129,608	4.91%
Total Revenues	\$ 41,192,000	96.46%	\$ 42,753,226	95.10%	\$ 1,561,226	3.79%
Appropriated Fund Balance	1,000,000	2.33%	2,000,000	4.45%	1,000,000	100.00%
Appropriated Capital Reserve	466,000	1.09%	168,050	0.37%	(297,950)	-63.94%
All Other Appropriated Reserves	44,845	0.11%	36,433	0.08%	(8,412)	-18.76%
Total Revenues and Appropriated Fund Balances	\$ 42,702,845	100.00%	\$ 44,957,709	100.00%	\$ 2,254,864	5.28%

GENERAL FUND						
	FY 2017- 18 Adopted Budget	% of Total	FY 2018- 19 Proposed Budget	% of Total	Increase / (Decrease)	Increase / (Decrease) %
Personal Services	\$16,548,615	38.75%	\$16,911,884	37.62%	\$ 363,269	2.20%
Retirement System	3,370,065	7.89%	3,306,027	7.35%	(64,038)	-1.90%
Health Insurance	7,978,145	18.68%	8,898,287	19.79%	920,142	11.53%
Social Security	1,265,979	2.96%	1,293,760	2.88%	27,781	2.19%
Workers Compensation	643,000	1.51%	637,500	1.42%	(5,500)	-0.86%
All Other Fringe Benefits	15,000	0.04%	10,000	0.02%	(5,000)	-33.33%
Equipment	405,950	0.95%	713,750	1.59%	307,800	75.82%
Operating Expenses	7,273,308	17.03%	7,985,752	17.76%	712,444	9.80%
Transfer to Library Fund	1,399,839	3.28%	1,383,190	3.08%	(16,649)	-1.19%
Transfer to Capital Fund	683,500	1.60%	691,500	1.54%	8,000	1.17%
Transfer to Reserve Funds	85,000	0.20%	85,000	0.19%	-	0.00%
Debt Service	<u>3,034,444</u>	<u>7.11%</u>	<u>3,041,059</u>	<u>6.76%</u>	<u>6,615</u>	<u>0.22%</u>
	<u>\$42,702,845</u>	<u>100.00%</u>	<u>\$44,957,709</u>	<u>100.00%</u>	<u>\$2,254,864</u>	<u>5.28%</u>

Other significant assumptions for FY 2018/2019 include:

Debt Service and Capital 5-Year Plan:

Although an entire section of this Proposed Budget book is dedicated to the Capital Fund, as part of the introductory message, it is important for the reader to understand that a significant factor in structurally balancing the 5-year plan is the debt service forecasted during the same time. Council should consider the following when evaluating capital projects:

- Debt service for the Thompson Park Pool and Bathhouse and the second City Court room will commence in FY 2019/2020 for a total of more than \$700,000
- \$200,000 has been identified to replace the Flynn Pool boiler and filter with debt service of \$46,000 beginning in FY 2019/2020; Council must consider if the City needs and can afford to staff and operate three outdoor pools
- The Sidewalk Program will be contracted out for \$500,000 for each district at a 75%/25% split; the revised Program assumes the property owner is responsible for 75% of the share based on received bids which are estimated at \$16/sf or more, in contrast to the last district's charge of \$5.75/sf
- The Downtown Restroom Facility, estimated at \$250,000 is scheduled in FY 2019/2020

- The replacement of the Fire Department's Ladder Truck has been scheduled in FY 2019/2020 until such time that an independent and objective evaluation and recommendation are made as to the department size, the deployment model and supporting apparatus and

Water Fund:

The Water Fund is an enterprise fund separate and distinct from the General Fund. The revenues generated by this Fund through Water rents, outside user fees and service charges generally offset the expenses with minimal reliance on fund balance. The total appropriation for FY 2018/2019 is \$5,940,155. Based on increased health insurance costs, a significant reduction of water use by outside users of which we have no control, the 5-year Capital Plan and the need to maintain structural balance of this fund, it is my recommendation that Council increase Water rates by 5% to sustain the Fund's stability.

Sewer Fund:

The Sewer Fund is also an enterprise fund separate and distinct from the General Fund. The revenues generated by this Fund through Sewer rents for internal City and outside users and Sewer charges for outside haulers of leachate and sludge contribute to the structural balance of this Fund when compared to the Water Fund. The total appropriation for FY 2018/2019 is \$6,463,608. Based on a review of this Fund's stability and its healthy fund balance, it is my recommendation that Council decrease the Sewer rates by 5% this year.

Multi-Year Plan:

The multi-year plan remains structurally unbalanced across the General Fund and demands Council's immediate attention to develop a strategy to address its long-term stability. There are several factors which contribute to the projected forecast including Personal Services, Employee Benefits, State Aid, Property Tax Levy, Sales Tax Revenue, and Debt Service. An annual correction relying on the transfer from the General Fund fund balance is not a viable solution. It is also important that the City's multi-year strategy address: the replacement of rolling stock (vehicles and equipment); improvements to and maintenance of City buildings and structures; improvements to and maintenance of City infrastructure including bridges, traffic signals, sidewalks, sewers and streets. City employees are our most valued resource. It is not acceptable to jeopardize their safety when operating aged vehicles or worn equipment. Nor is it responsible to allow buildings and infrastructure to deteriorate to a point where the repair or replacement cost escalates significantly because the project has been delayed due to another priority.

The challenge in the development of any City Budget is the balance of needs versus wants and the balance of the quality of life versus the costs of the services. In closing, it is my recommendation that Council focus on the priority functions of City government and adopt the recommendations in this proposal, and continue - - to provide public safety; snow removal; maintenance of roads, bridges, sidewalks and sewers; the treatment and distribution of water; and, the treatment and disposal of wastewater and sludge.

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

GENERAL FUND

**City of Watertown
Fiscal Year 2018-19 Adopted Budget
Property Tax Rate Calculation**

	<u>2017-18</u>		<u>2018-19</u>		<u>Change</u>	<u>% Change</u>
Appropriations	\$	42,702,845	\$	44,397,432	\$ 1,694,587	3.97%
Less Non-Property Tax Levy Revenues	\$	32,086,956	\$	32,880,767	\$ 793,811	2.47%
Less Appropriated Fund Balance	\$	1,000,000	\$	2,000,000	\$ 1,000,000	100.00%
Less Sidewalk Reserve	\$	44,845	\$	36,433	\$ (8,412)	-18.76%
Less Fairgrounds Capital Reserve	\$	-	\$	3,050	\$ 3,050	N/A
Less Capital Reserve	\$	466,000	\$	165,000	\$ (301,000)	-64.59%
Real Property Tax Levy	\$	9,105,044	\$	9,312,182	\$ 207,138	2.27%
Taxable Assessed Valuation	\$	1,068,353,552	\$	1,076,727,691	\$ 8,374,139	0.78%
Tax Rate per \$1,000 of Taxable Assessed Valuation	\$	8.5135	\$	8.6405	\$ 0.1270	1.49%

City of Watertown
Fiscal Year 2018-19 Adopted Budget
Constitutional Tax Limit

Five Year Total Full Valuation	<u><u>\$ 5,838,578,492</u></u>
Five Year Average Full Valuation	<u><u>\$ 1,167,715,698</u></u>
Constitutional Tax Limit - 2% of 5 Year Average	<u><u>\$ 23,354,314</u></u>
Property Tax Levy	\$ 9,312,182
Less Total Exclusions	<u>5,631,900</u>
Tax Levy Subject to Tax Limit	<u><u>\$ 3,680,282</u></u>
Percentage of Tax Limit Exhausted	<u><u>15.76%</u></u>
Constitutional Tax Margin	<u><u>\$ 19,674,032</u></u>

City of Watertown

Fiscal Year 2018-19 Budget

Property Tax Cap Calculation

		<u>FY 2018-19</u>
	Prior Year Adopted Tax Levy	\$ 9,145,171
Multiply By	Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)	<u>1.0049</u>
	Subtotal	\$ 9,189,982
Plus	PILOTs Receivable from Prior Year	<u>156,000</u>
Equals	Subtotal	9,345,982
Multiply By	Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)	<u>2.00%</u>
Equals	Subtotal	9,532,902
Less	PILOTs Receivable for Current Year	(180,500)
Plus	Available Carryover from Prior Year	<u>-</u>
Equals	Tax Levy Limit Before Adjustments / Exclusions	\$ 9,352,402
Less	Costs Incurred from Transfer of Local Government Functions	-
Plus	Savings Realized from Transfer of Local Government Functions	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfer of Local Government Functions)	\$ 9,352,402
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Employees Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	-
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Police and Fire Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	-
Plus	Available Carryover (if any, up to a maximum of 1.5%)	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfers and Exclusions)	<u><u>\$ 9,352,402</u></u>
	Tax Levy Increase Allowable per Tax Cap Calculation	\$ 207,231
	Percent Tax Levy Increase Allowable per Tax Cap Calculation	2.27%

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Revenue Summary

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Taxes and Penalties	\$ 18,022,032	\$ 18,787,708	\$ 19,241,000	\$ 19,482,500
Departmental Revenues	5,367,002	6,493,240	5,630,436	5,952,550
Intergovernmental Revenues	128,893	138,141	134,785	142,051
Use of Money and Property	90,057	88,920	141,675	250,325
Licenses and Permits	69,190	126,729	100,250	112,100
Fines and Other Revenues	1,036,267	237,080	311,500	198,000
Interfund Transfers	331,022	340,213	291,000	456,500
State and Federal Aid	5,893,561	5,945,467	6,229,710	6,283,304
Real Property Taxes	<u>8,440,657</u>	<u>8,687,919</u>	<u>9,111,644</u>	<u>9,315,619</u>
Total Revenues	\$ 39,378,681	\$ 40,845,417	\$ 41,192,000	\$ 42,192,949

Appropriated Reserves and Fund Balance

Appropriated Debt Reserve (Sidewalk Program)	58,386	58,386	44,845	36,433
Appropriated Fairgrounds Capital Reserve	-	-	-	3,050
Appropriated Capital Reserve	456,408	456,408	466,000	165,000
Appropriated Fund Balance	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>2,000,000</u>
Total Revenues and Appropriated Reserves/Fund Balance	<u>\$ 39,893,475</u>	<u>\$ 41,360,211</u>	<u>\$ 42,702,845</u>	<u>\$ 44,397,432</u>

Fund Balance

Beginning reserves and fund balance	\$ 13,421,749	\$ 12,773,567
+ Revenues	39,378,681	40,845,417
+ Transfer to debt reserve (sidewalk program)	-	104,008
- Expenses	(39,563,902)	(40,180,826)
- Prior period adj. for hydro-electric charges	<u>(462,961)</u>	<u>-</u>
Ending reserve and fund balances	\$ 12,773,567	\$ 13,542,166
- Reserve for capital	(1,334,993)	(833,280)
- Reserve for debt (sidewalk program)	(166,773)	(216,122)
- Reserve for Fairgrounds Stadium	(20,097)	(3,016)
- Reserve for encumbrances	(310,646)	(386,963)
- Fund balance appropriated to subsequent fiscal year	<u>(646,218)</u>	<u>(1,000,000)</u>
Unreserved un-appropriated fund balance	<u>\$ 10,294,840</u>	<u>\$ 11,102,785</u>

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Tax and Penalty Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A1080 Federal PILOTs	\$ 45,841	\$ 45,600	\$ 47,000	\$ 55,000
A1081 Other PILOTs	109,496	116,499	109,000	125,500
A1090 Interest and Penalties on Real Property Taxes	154,630	169,140	160,000	170,000
A1110 State Administered Sales and Use Tax	17,068,193	17,816,807	18,275,000	18,510,000
A1130 Utilities Gross Receipts Tax	273,758	274,504	283,000	267,000
A1170 Franchises	<u>370,114</u>	<u>365,158</u>	<u>367,000</u>	<u>355,000</u>
Taxes and Penalties	<u>\$ 18,022,032</u>	<u>\$ 18,787,708</u>	<u>\$ 19,241,000</u>	<u>\$ 19,482,500</u>

A1080 - Federal Payments in Lieu of Taxes - Payments in lieu of taxes paid by the Watertown Housing Authority.

A1081 - Other Payments in Lieu of Taxes - Payments in lieu of taxes paid on various properties that are exempt from property taxes. They include various apartment projects and properties being financed through the Jefferson County Industrial Development Agency.

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

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

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

A1170 - Franchises - The City receives 5% of the gross revenue earned by Time Warner from its subscribers in the City.

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Departmental Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A1235 Tax Sale Advertising	\$ 18,480	\$ 18,505	\$ 18,000	\$ 19,000
A1240 Comptroller Fees	7,714	9,587	8,000	10,000
A1250 Assessor Fees	523	303	500	500
A1255 Clerk Fees	116,102	119,255	118,000	128,000
A1260 Civil Service Fees	3,840	4,158	250	2,650
A1520 Police Fees	1,361	1,766	12,000	12,000
A1570 Demolitions	-	35,833	-	-
A1710 Public Works Fee	74,261	66,979	75,000	75,000
A1715 DPW Charges - Fuel	16,472	18,357	21,000	22,600
A1750 Bus Fares	133,855	131,183	135,000	135,000
A1751 Bus Advertising	20,475	14,950	15,000	15,000
A2001 Park and Recreation Charges	24,214	46,623	40,890	41,000
A2002 Field Use Charges	31,366	41,799	47,116	67,000
A2012 Recreation Concessions	10,717	128,197	117,000	150,000
A2025 Stadium Charges	29,553	13,330	11,380	18,800
A2030 Arena Fees	38,476	30,334	50,000	29,000
A2065 Skating Rink Charges	10,580	223,646	258,300	255,000
A2110 Zoning Fees	3,775	3,975	5,000	5,000
A2130 Refuse and Garbage Charges	456,002	443,015	471,000	440,000
A2135 Refuse and Garbage Totes	375,248	384,541	407,000	421,000
A2150 Sale of Surplus Power	<u>3,993,988</u>	<u>4,756,904</u>	<u>3,820,000</u>	<u>4,106,000</u>
Departmental Revenues	<u><u>\$ 5,367,002</u></u>	<u><u>\$ 6,493,240</u></u>	<u><u>\$ 5,630,436</u></u>	<u><u>\$ 5,952,550</u></u>

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Departmental Revenues

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

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

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

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

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

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

A1570 - Demolitions Fees - Demolition costs and fees charged to a property owner when the City has to demolish a structure for Code compliance issues.

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

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

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

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

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

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

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

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

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

A2065 - Skating Rink Charges - This is the charge for the rental of ice time, public skating and miscellaneous revenues related to the ice rink at the Fairgrounds Arena.

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

A2130 - Refuse and Garbage Charges - This is the revenue derived from the sale of the City's refuse bag stickers.

A2135 - Refuse and Garbage Totes - This is the revenue derived from the rental of the City's tote bins for refuse and garbage disposal.

A2150 - Sale of Surplus Power - Under the terms of a 40 year agreement with Niagara Mohawk, the power company purchases all of the excess power the City produces at its hydroelectric power plant.

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Intergovernmental Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A2210 Tax and Assessment Services for Other Governments	\$ 5,199	\$ 5,197	\$ 5,185	\$ 5,185
A2220 Civil Service Charges for School District	25,934	25,600	26,000	25,250
A2260 Police Services	92,160	101,744	98,000	106,016
A2300 Transportation, Other Governments	<u>5,600</u>	<u>5,600</u>	<u>5,600</u>	<u>5,600</u>
Intergovernmental Revenues	<u>\$ 128,893</u>	<u>\$ 138,141</u>	<u>\$ 134,785</u>	<u>\$ 142,051</u>

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

A2220 - Civil Service Charges for School District - Based upon the ratio of total employees at the City and the School District, the District reimburses the City for its share of operating the Civil Service Department.

A2260 - Police Services - Jefferson County reimburses the City for expenses incurred by the Police Department (salary, overtime, fuel, maintenance) for participating in the STOP-DWI program. The Watertown City School District reimburses the City for costs related to a School Resource Officer.

A2300 - Transportation, Other Governments - Revenue received from Jefferson County Office of the Aging for the Citibus system.

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Use of Money and Property Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A2401 Interest Earnings	\$ 13,772	\$ 12,886	\$ 63,000	\$ 173,000
A2410 Rental of Real Property	<u>76,285</u>	<u>76,034</u>	<u>78,675</u>	<u>77,325</u>
Use of Money and Property	<u>\$ 90,057</u>	<u>\$ 88,920</u>	<u>\$ 141,675</u>	<u>\$ 250,325</u>

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

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

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund License and Permit Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A2501 Business and Occupational Licenses	\$ 5,040	\$ 9,775	\$ 7,650	\$ 9,000
A2530 Games of Chance Licenses	278	60	100	8,600
A2540 Bingo Licenses	2,752	2,750	2,500	2,500
A2555 Building and Alteration Permits	49,319	92,393	75,000	75,000
A2560 City Permits	8,551	13,451	7,000	10,000
A2590 Other Permits	2,385	4,675	7,000	5,000
A2591 Storm and Sanitary Sewer Permits	<u>865</u>	<u>3,625</u>	<u>1,000</u>	<u>2,000</u>
Licenses and Permits	<u><u>\$ 69,190</u></u>	<u><u>\$ 126,729</u></u>	<u><u>\$ 100,250</u></u>	<u><u>\$ 112,100</u></u>

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

A2530 - Games of Chance Licenses - The City's share of the profit and license fee.

A2540 - Bingo Licenses - The City's share of the profit and license fee.

A2555 - Building and Alterations Permits - As provided by the Municipal Code the Code Enforcement Officer requires payment for the issuance of permits for new construction and remodeling, etc.

A2560 - City Permits - The Municipal Code allows the City to charge a fee for curb and pavement cut permits.

A2590 - Other Permits - The Municipal Code allows for the City to charge for snow dump permits.

A2591 - Storm and Sanitary Sewer Permits - The administrative fee and connection and disconnect fee for storm and sanitary sewer hook-ups.

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Fines and Other Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A2610 Fines and Forfeited Bail	\$ 104,548	\$ 117,388	\$ 116,000	\$ 100,000
A2650 Scrap and Excess Material Sale	13,111	4,455	15,000	10,000
A2660 Sale of Real Property	26,544	52,633	25,000	25,000
A2665 Sale of Equipment	17,989	10,695	15,000	15,000
A2680 Insurance Recoveries	773,276	29,827	20,000	25,000
A2701 Refund of Prior Year Expenses	22,559	2,323	107,000	5,000
A2705 Gifts and Donations	62,696	10,222	5,500	6,000
A2770 Other Unclassified Revenues	9,544	1,541	1,000	1,000
A2773 Payment Processing Fees	6,000	7,996	7,000	11,000
Fines and Other Revenue	\$ 1,036,267	\$ 237,080	\$ 311,500	\$ 198,000

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

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

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

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

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

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

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

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

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

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

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Interfund Transfer Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A2802 Central Printing and Mailing	\$ 5,917	\$ 5,209	\$ 6,000	\$ 5,500
A2803 Central Garage	75,004	75,946	85,000	75,000
A5031 Interfund Transfers	<u>250,101</u>	<u>259,058</u>	<u>200,000</u>	<u>376,000</u>
Interfund Revenues	<u>\$ 331,022</u>	<u>\$ 340,213</u>	<u>\$ 291,000</u>	<u>\$ 456,500</u>

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

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

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

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund State and Federal Aid Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A3001 State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	\$ 4,703,208	\$ 4,703,208
A3005 State Aid, Mortgage Tax	294,932	263,961	325,000	310,000
A3088 State Reimb. Other	1,202	664	1,000	1,000
A3089 State Reimb., Workers' Compensation	37,067	42,275	46,000	27,500
A3330 State Reimb., Court Security	30,694	28,433	34,000	33,000
A3331 State Reimb., Court Costs	1,752	1,752	1,752	1,752
A3501 State Reimb., CHIPS	325,563	266,410	162,000	163,000
A3589.3 State Mass Transportation Assist.	256,567	279,926	268,000	286,000
A3594 State Aid, Bus Projects	-	-	6,200	-
A3960 State Aid, Disaster Assistance	9,487	-	-	-
A3989 State Aid, Home and Community Services	-	27,684	172,750	204,884
A4389 Federal Aid, Public Safety	226,687	323,351	53,000	95,816
A4510 Federal Aid, Highway Safety	4,129	7,803	6,800	7,144
A4589.4 Federal Aid, Transportation Asst.	-	-	450,000	450,000
A4989 Federal Aid, Home and Community Services	2,273	-	-	-
State and Federal Aid	\$ 5,893,561	\$ 5,945,467	\$ 6,229,710	\$ 6,283,304

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund State and Federal Aid Revenues

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

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

A3088 - State Reimbursements, Other - Miscellaneous reimbursements received from NYS for training.

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

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

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

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

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

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

A3960 - State Aid, Disaster Assistance - Aid received for State declared disasters.

A3989 - State Aid, Home and Community Services - Grant proceeds from the New York State Department of State for Brownfield related project costs.

A4389 - Federal Aid, Public Safety - Grants for bullet proof vests, computers, hiring of firefighters (SAFER),etc.

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

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

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

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Property Tax Revenues

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A1001 Real Property Taxes	\$ 8,413,728	\$ 8,749,686	\$ 9,105,044	\$ 9,312,182
A1030 Special Assessments	5,815	4,265	6,600	3,437
A1050 Real Property Tax Reserve	<u>21,114</u>	<u>(66,032)</u>	<u>-</u>	<u>-</u>
Real Property Taxes	<u>\$ 8,440,657</u>	<u>\$ 8,687,919</u>	<u>\$ 9,111,644</u>	<u>\$ 9,315,619</u>

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

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

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

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Expenditure Summary

<u>Expenditures</u>	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
City Council	\$ 76,649	\$ 77,543	\$ 78,299	\$ 73,613
Mayor	30,113	28,810	29,543	41,495
City Manager	605,508	386,548	470,754	402,066
City Comptroller	518,458	547,384	573,814	603,129
Purchasing	140,955	142,147	145,446	170,502
Assessment	277,031	288,436	285,989	221,283
Tax Advertising	22,017	21,323	20,000	19,000
Property Acquired	739,090	9,977	25,850	15,850
Fiscal Agent Fees	800	800	800	-
City Clerk	206,777	210,780	221,649	223,445
Law	343,945	490,999	319,500	289,000
Civil Service	65,037	62,563	65,417	92,415
Engineering	623,550	604,752	693,749	773,116
Public Works Administration	493,104	488,484	506,988	582,197
Municipal Building	167,847	183,520	215,956	205,619
Central Garage	622,692	681,329	788,588	892,044
Central Printing and Mailing	71,199	57,688	69,750	63,950
Information Technology	482,651	506,054	517,643	645,965
Judgments and Claims	-	2,802	5,000	10,000
Real Property Taxes	42,679	21,863	21,250	21,200
Contingency	-	-	1,064,972	1,318,000
Police	7,903,556	8,193,387	8,642,186	8,666,269
Fire	9,211,535	9,546,188	8,617,830	8,775,258
Animal Control	98,719	103,057	101,231	100,897
Code Enforcement	592,911	488,132	537,274	556,795
Buildings and Grounds Maintenance	439,143	444,846	514,341	581,090
Maintenance of Roads	711,842	725,254	883,652	992,329
Snow Removal	1,142,541	1,187,675	1,191,602	1,284,058
Hydroelectric Production	353,689	349,884	371,869	381,293
Traffic Control and Lighting	848,719	773,188	853,024	954,435
Bus	850,813	979,355	1,135,201	1,015,547
Parking Facilities	38,530	42,972	79,400	116,100
Community Action Planning Council	47,500	15,000	15,000	15,000
Publicity	1,938	4,378	3,500	2,000
Parks and Recreation Administration	268,723	276,601	285,801	297,808
Thompson Park	428,497	482,552	465,394	442,386
Playgrounds	97,180	97,971	45,976	56,408
Outdoor Recreation	518,282	343,824	292,749	410,603
Outdoor Winter Activities	2,918	147	-	-
Pools	192,039	162,898	145,277	227,261
Arena	146,312	581,394	620,542	673,797

City of Watertown
Fiscal Year 2018-19 Adopted Budget
General Fund Expenditure Summary

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
Zoning	\$ 3,748	\$ 3,284	\$ 3,000	\$ 4,000
Planning	20,570	238,134	497,680	468,408
Storm Sewers	342,624	258,195	409,273	398,180
Refuse and Recycling	762,639	869,945	960,995	944,912
Workers' Compensation	99,586	102,006	89,000	90,000
Unemployment Claims	24,897	6,675	10,000	5,000
Health Insurance - Retirees	3,505,098	3,669,936	4,214,012	4,705,697
Medicare Part B - Retirees	343,879	361,682	388,296	450,309
Compensated Absences	51,250	(42,624)	-	-
Other Employee Benefits	4,326	4,361	5,000	5,000
General Liability Reserve	75,000	75,000	75,000	45,000
Transfer to Library Fund	1,204,698	1,148,599	1,399,839	1,375,144
Transfer Capital Fund	631,398	883,484	683,500	641,500
Black River Trust Reserve	10,000	10,000	10,000	10,000
Debt Service	<u>3,058,700</u>	<u>2,979,644</u>	<u>3,034,444</u>	<u>3,041,059</u>
Total Expenditures	<u><u>\$ 39,563,902</u></u>	<u><u>\$ 40,180,826</u></u>	<u><u>\$ 42,702,845</u></u>	<u><u>\$ 44,397,432</u></u>

City of Watertown
Fiscal Year: 2018-19
Department: City Council
Account Code: A1010
Function: General Government Support



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

2017-18 Accomplishments

- ✓ Gave clear direction on future of Thompson Park Pool and Bath House by bonding for the project and directed staff on location of Splash Pad.
- ✓ Worked with Mayor Butler and City staff to deliver a budget.
- ✓ Maintained the AA3 rating, as reaffirmed by Moody's Investor Services.
- ✓ Supported Neighbors of Watertown, DANC and City (NDC) program and continued to foster relations with Thousand Islands Habitat for Humanity.
- ✓ Supported staff's successful implementation of the City's Complete Streets Policy on Washington Street and West Main Street projects.
- ✓ Continued deliberations with New York State and Jefferson County on the addition of a second city courtroom, and opportunities to work collaboratively.
- ✓ Continued expansion of the Black River trail system further into the City of Watertown. Supported the Planning Department to develop plans that will further connect the many disparate trails in the City.
- ✓ Worked with New York State Department of Transportation and City staff to select design for Western Boulevard expansion.
- ✓ Worked with the New York State Department of Transportation to plan for the replacement of the Arsenal Street bridge.
- ✓ Saw the completion of significant heating, cooling, and plumbing renovations at Flower Memorial Library.
- ✓ Approved Community Development Block Grant priorities.
- ✓ Worked with Friends of Thompson Park to determine priorities and to develop a strategic plan.
- ✓ Continued to support farmers' market shuttle service from the Stone, Court and J.B. Wise parking lots to market-area destinations, including the market, library, YMCA, city court and others.

City of Watertown
Fiscal Year: 2018-19
Department: City Council
Account Code: A1010
Function: General Government Support



2018-19 Goals and Objectives

- Deliver a budget that remains under New York State's 2% tax cap
- Create a path forward for the Hydro-electric contract that sets the City up for success by investing in infrastructure to add new power-production options while exploring the feasibility of a municipal power program.
- Work to enhance sidewalk program and street repairs by increasing funds for infrastructure improvements.
- Require the City Manager to create a fleet management plan for city vehicles that have cross-departmental purpose and forces the shared service of those vehicles while exploring a shared service agreement with Jefferson County.
- Work with staff to develop a City-wide strategic plan and complete a Local Waterfront Revitalization Program plan that includes a trail system connecting Glen Park to Black River by way of Watertown.
- Direct GIS to make significant improvements to the City's website making it more user-friendly, highlighting key City programs and promoting tourism.
- Direct GIS department to create a City of Watertown Facebook page and establish a centralized email database to offer the public easier access to information on meetings, procedures and events.
- Create a proactive program that works with City businesses to keep them informed on City code, permitting processes and grant opportunities.
- Require Code Enforcement office and Planning Department to update Downtown sign ordinances that ease restrictions on sandwich board advertising and allows for more flexibility in fixed signage size and design.
- Complete the Thompson Park Pool and bath house project, while staying under the bonded \$2.4M, and continue to look for other financial resources such as grant opportunities, state funding and private fundraising to reduce the burden on the City budget.
- Establish a volunteer-run Neighborhood Watch program.
- Work with City staff, volunteers and stakeholders to establish a community dog park within Thompson Park to be built with private funds and donated to the City of Watertown.

City of Watertown
Fiscal Year: 2018-19
Department: City Council
Account Code: A1010
Function: General Government Support



2018-19 Goals and Objectives continued

- Work with staff and community lenders to establish a proactive program which educates homeowners and buyers on short sale procedures and foreclosure measures to reduce the number of homes that become Zombie Properties.
- See the conclusion of the stalemate in negotiations with the Watertown Fire Department with a contract that is fair to fire fighters and tax payers, and that provides for a safe work environment and community; Re-establish the Public Education office within the Watertown Fire Department; Re-establish Company-level Inspection Program.
- Establish written procedures in selling city-owned property that balances fairness with common-sense policies that allow for neighboring property owners to submit reasonable purchase offers.
- Ensure the City's playground program is accessible to those who need it most by eliminating the need to register children to participate and by staffing neighborhood playgrounds in the lowest-income areas first.
- Create an effective and efficient online application process for refuse totes so that residents do not have to take time off from work to sign up for municipal trash service; Work with the Development Authority of the North Country to establish a single-stream recycling program and explore municipal composting.
- Complete the process of hiring a new City Manager.
- Complete second phase of Washington Street redesign by adding and updating pedestrian signals at key crossings.
- Continue to work with New York State Department of Transportation on the Arsenal Street Bridge replacement project and the Western Boulevard expansion project.
- Improve our public transportation system by posting bus routes and times at designated City bus stops and work toward creating a transportation system that is an economic driver for our community.
- Apply for and develop a plan for implementation of a Land Bank under the New York Land Bank Program.

City of Watertown**Fiscal Year: 2018-19****Department: City Council****Account Code: A1010****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 53,256	\$ 53,256	\$ 53,256	\$ 53,256
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 53,256	\$ 53,256	\$ 53,256	\$ 53,256
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	10,197	10,683	11,100	11,100
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	865	890	650	650
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	83	-	-	-
465 Equipment < \$5,000	-	226	2,000	-
Total Operating Expenses	\$ 11,145	\$ 11,799	\$ 13,750	\$ 11,750
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 8,174	\$ 8,414	\$ 7,217	\$ 4,531
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,074	4,074	4,076	4,076
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ 12,248	\$ 12,488	\$ 11,293	\$ 8,607
Department Total	\$ 76,649	\$ 77,543	\$ 78,299	\$ 73,613

City of Watertown**Fiscal Year: 2018-19****Department: City Council****Account Code: A1010****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1010.0110	Salaries		
	Council Members (4)	\$	53,256
	Total Personal Services	\$	53,256

Operating Expenses

A.1010.0430	Contracted Services		
	Broadcasting of Meetings	\$	10,500
	Legal Ads	<u>600</u>	\$ 11,100
A.1010.0450	Miscellaneous		
	Travel and Training	500	
	Membership Dues	<u>150</u>	<u>650</u>
	Total Operating Expenses		\$ <u>11,750</u>

Fringe Benefits

A.1010.0810	New York State Employees' Retirement System	\$	4,531
A.1010.0830	Social Security		<u>4,076</u>
	Total Fringe Benefits	\$	<u>8,607</u>

TOTAL BUDGET		\$	<u><u>73,613</u></u>
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City of Watertown**Fiscal Year: 2018-19****Department: Mayor****Account Code: A1210****Function: General Government Support**

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

2017-18 Accomplishments

- ✓ Finalized and submitted successfully to the Office of Temporary Disability Assistance a plan of action with regard to the Empire State Poverty Reduction Initiative (ESPRI Grant) and began to implement the multi-phased strategy of reducing poverty and its grip for so many in the City of Watertown.
- ✓ Worked with Staff and Council to complete the rebuild of the Thompson Park playground, thus providing a safer and more robust recreational opportunity for children of all abilities.
- ✓ Maintained the financial strength of the City and reaffirmed the current credit rating provided by Moody's Investor Services, AA3.
- ✓ In connection with the award of the Governor's \$10,000,000 Downtown Revitalization Grant, established a Local Planning Committee and submitted to the State an investment plan with 20 projects focused on the revitalization of our City's downtown corridor.
- ✓ Worked with Staff and colleagues to establish a lease agreement and contract agreement with the Watertown Rapids of the Perfect Game League, thus bringing baseball back to the Watertown Fairgrounds for the summer of 2018.
- ✓ Continued to work with DOT Region 7 for the planning and design of Western Boulevard, an approximately \$6,000,000 connecting road between the Coffeen Street and Arsenal Street, furthering our plans for continued economic development on the west side of the City.
- ✓ Worked with Staff and Council on another successful season of professional hockey with the Watertown Wolves, a premier attraction for hockey enthusiasts throughout the North Country.
- ✓ Established a Charter Commission to begin reviewing the entire City Charter and address the form of Government that has been in place since the early 20th century, eventually bringing to voters by referendum and changes recommended by the "Commission."

2018-19 Goals and Objectives

- Maintain a concerted effort and commitment to combating the ongoing opioid and illicit drug problem prevalent in the City of Watertown; support the Jefferson County Drug task force headed by the District Attorney's office with additional resources; continue to lobby both the State and Federal legislators for additional funding opportunities and field support to strengthen the task force and reduce the impact drugs have within our community.

City of Watertown**Fiscal Year: 2018-19****Department: Mayor****Account Code: A1210****Function: General Government Support****2018-19 Goals and Objectives continued**

- Pass a responsible budget that avoids diminishing the fund balance below safe levels that would potentially reduce the favorable credit rating we currently enjoy. Avoid adding embedded operational expenses that would diminish the financial strength of the City without additional revenue to support those expenses.
- Improve upon the City's commitment to rebuilding the City's streets and sidewalks, using CDBG money to rebuild sidewalks in economically depressed areas of the City.
- Complete the final phase of remediation of Sewall's Island, thus preparing for the redevelopment of this large tract of land in the City, cleaning up what has been a long time eye sore and contaminated area.
- Work with Staff to implement the necessary changes as identified in the audit conducted by the State Comptroller's office to ensure a safe and reliable system protecting the communications and information available when using the City's email and operating systems.
- Implement and correct deficiencies identified by the Department of Labor and PESH within the City's Wastewater Treatment facility, as well as reviewing safety measures, standards and protocol within all departments.
- Work with Staff to use grant money received for the formulation of a City Comprehensive Plan, complementing the work that will be achieved by the City's Downtown Revitalization Investment plan.
- Complete the "Black River connectivity" feasibility study funded by the award of a state grant.
- Work with Council on hiring a new City Manager, as the current contract with City Manager Addison will expire at the end of June 2018.
- Continue to pursue the legal challenge to the Fire Union's "minimum manning clause," which was ruled by the Judge McClusky of the State Supreme Court to be unenforceable, and return permanently the right of Council to determine staffing rather than terms dictated by the Firefighter's Union. This would be a change allowing this Council and future Councils the flexibility needed to control costs within the Fire Department which has been absent for decades.
- Work with Staff, Council Members and the Watertown City School District to add a second resource officer with the City School District.
- Finalize design and plans for a second Courtroom, as required by the Office of Court Administration.
- Continue collaboration with the Friends of Thompson Park committee to seek improvements that honor the Olmstead tradition and the treasure of Thompson Park within our community.

City of Watertown

Fiscal Year: 2018-19

Department: Mayor

Account Code: A1210

Function: General Government Support

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 17,753	\$ 17,753	\$ 17,753	\$ 17,753
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 17,753</u>	<u>\$ 17,753</u>	<u>\$ 17,753</u>	<u>\$ 17,753</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	8,551	7,527	7,600	19,600
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 8,551</u>	<u>\$ 7,527</u>	<u>\$ 7,600</u>	<u>\$ 19,600</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 2,731	\$ 2,172	\$ 2,832	\$ 2,784
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,078	1,358	1,358	1,358
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ 3,809</u>	<u>\$ 3,530</u>	<u>\$ 4,190</u>	<u>\$ 4,142</u>
Department Total	<u><u>\$ 30,113</u></u>	<u><u>\$ 28,810</u></u>	<u><u>\$ 29,543</u></u>	<u><u>\$ 41,495</u></u>

City of Watertown

Fiscal Year: 2018-19

Department: Mayor

Account Code: A1210

Function: General Government Support

FY 2018-19 Adopted Budget

Personal Services

A.1210.0110	Salaries		
	Mayor	\$	17,753
	Total Personal Services	\$	17,753

Operating Expenses

A.1210.0450	Miscellaneous		
	NYCOM Membership	\$	6,600
	Travel Expenses		1,000
	Legal Fees - Charter Commission	12,000	\$ 19,600
	Total Operating Expenses		\$ 19,600

Fringe Benefits

A.1210.0810	NYS Employees' Retirement System	\$	2,784
A.1210.0830	Social Security		1,358
	Total Fringe Benefits	\$	4,142

TOTAL BUDGET		\$	41,495
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City of Watertown**Fiscal Year: 2018-19****Department: City Manager****Account Code: A1230****Function: General Government Support**

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

2017-18 Accomplishments:

- ✓ Successfully negotiated the collective bargaining agreement with CSEA.
- ✓ Successfully appointed replacements for key positions within the City: Superintendent of Public Works, Purchasing Manager, GIS Technician and Civil Engineer I.
- ✓ Garnered \$12+ million in grant funding with Strategic Development Specialists, LLC assistance for Downtown revitalization initiatives, and water and wastewater treatment improvements and efficiencies.
- ✓ Continued the negotiating process for the collective bargaining agreements with City Fire and City Police.
- ✓ Secured a Supreme Court ruling that "minimum manning" clauses in the Fire Union contract are unenforceable.
- ✓ Implemented the City's Rental Registration Process and ensured that grant funding was successfully executed for the Downtown Revitalization Plan, the Downtown-Riverfront Parks connection Feasibility Study, the Vacant and Zombie Property Program, and the Sludge Modification Project.

2018-19 Goals and Objectives:

- Present the City Council with a collective bargaining agreement that reduces the organizational size and cost of the Fire Department.
- Continue to provide the infrastructure and personnel necessary to achieve a healthy and safe environment responsive to the City's requirements to provide public safety, water, sewage, public works, transit, and recreation services.
- Establish a safety Program that is consistent across all City Departments.
- Collaborate with the grant writer to pursue grant opportunities for priority projects and initiatives.
- Continue to work with City Departments to contain costs and identify efficiencies in delivering services.
- Commence negotiations with IBEW.

City of Watertown

Fiscal Year: 2018-19

Department: City Manager

Account Code: A1230

Function: General Government Support

Budget Summary	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2018-19 Adopted Budget
Personal Services				
110 Salaries	\$ 393,298	\$ 251,307	\$ 247,136	\$ 249,579
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	2,505	3,900	-
150 Overtime	823	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 394,121</u>	<u>\$ 253,812</u>	<u>\$ 251,036</u>	<u>\$ 249,579</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 739	\$ 668	\$ 480	\$ 450
420 Insurance	-	-	-	-
430 Contracted Services	25,932	39,337	29,775	34,825
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	5,354	3,565	5,210	7,160
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,209	746	1,200	1,200
465 Equipment < \$5,000	2,251	508	1,000	2,700
Total Operating Expenses	<u>\$ 37,485</u>	<u>\$ 44,824</u>	<u>\$ 37,665</u>	<u>\$ 46,335</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 61,408	\$ 19,607	\$ 31,093	\$ 30,429
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	27,119	17,522	19,205	19,093
840 Workers' Compensation	14,280	7,416	80,000	-
850 Health Insurance	71,095	43,367	51,755	56,630
Total Fringe Benefits	<u>\$ 173,902</u>	<u>\$ 87,912</u>	<u>\$ 182,053</u>	<u>\$ 106,152</u>
Department Total	<u><u>\$ 605,508</u></u>	<u><u>\$ 386,548</u></u>	<u><u>\$ 470,754</u></u>	<u><u>\$ 402,066</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: City Manager****Account Code: A1230****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1230.0110	Salaries		
	City Manager	\$	125,000
	Human Resources Manager (.90) *		64,609
	Confidential Secretary to the City Manager		51,247
	Benefits Administrator (.20) **		8,723
			<u>\$ 249,579</u>
	Total Personal Services		<u>\$ 249,579</u>

Operating Expenses

A.1230.0410	Utilities		
	Cell phone		\$ 450
A.1230.0430	Contracted Services		
	Background Checks	\$	2,000
	Federally Mandated Training and Employee Assistance Program		5,475
	Safety Consultant		25,000
	Unemployment Services		2,350
			<u>34,825</u>
A.1230.0450	Miscellaneous		
	City Coins		1,200
	Travel and Training, Seminars		3,000
	Membership/Organizational Dues		2,860
	Shipping		100
			<u>7,160</u>
A.1230.0460	Materials and Supplies		
	Letterhead, Envelopes, Forms		1,200
A.1230.0465	Equipment < \$5,000		
	Computer		1,000
	File Cabinets		1,700
			<u>2,700</u>
	Total Operating Expenses		<u>\$ 46,335</u>

Fringe Benefits

A.1230.0810	New York State Employees' Retirement System	\$	30,429
A.1230.0830	Social Security		19,093
A.1230.0840	Workers' Compensation		-
A.1230.0850	Health Insurance		56,630
	Total Fringe Benefits		<u>\$ 106,152</u>

TOTAL BUDGET		\$	<u>402,066</u>
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* Split between A.1230 (90%) and MS.1710 (10%).

* * Split between A.1230 (20%) and MS.1710 (80%).

City of Watertown
Fiscal Year: 2018-19
Department: City Comptroller
Account Code: A1315
Function: General Government Support



Description: The City Comptroller is the Chief Fiscal Officer of the City; the custodian of all City funds. The Comptroller's Office is responsible for general accounting functions, which include processing of all revenues, accounts payable, payroll and financial reporting to State and Federal agencies. This office is in charge of investing City funds, borrowing for debt, and the parking violations bureau. The City Comptroller is charged with collection of all City, County and delinquent School property taxes, special assessments, and water and sewer charges. Annually, the Comptroller is required to conduct a Tax Sale to allow for collection of delinquent property taxes. The Comptroller's Office is currently staffed with a total of seven employees and is highly utilized by the taxpayers of the City and the public in general.

2017-18 Accomplishments:

- ✓ Continued developing accounting policies and procedures manual.
- ✓ Monitored financial conditions and addressed budget issues timely to minimize any negative financial impacts.
- ✓ Received an unqualified (or "clean") opinion on the Fiscal Year 2016-17 audited financial statements.
- ✓ Issued debt to finance various capital projects.

2018-19 Goals and Objectives:

- Monitor economic conditions and address budget issues timely to minimize negative financial impacts to the City.
- Evaluate Governmental Accounting Standards Board (GASB) technical bulletins, exposure drafts or statements for effect on the City's financial reporting.

City of Watertown**Fiscal Year: 2018-19****Department: City Comptroller****Account Code: A1315****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 168,255	\$ 177,016	\$ 178,907	\$ 182,066
120 Clerical	153,364	157,416	166,238	180,059
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	380	30	500	500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 324,799</u>	<u>\$ 337,262</u>	<u>\$ 348,445</u>	<u>\$ 365,425</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	2,546	2,546	3,075	2,600
430 Contracted Services	48,319	50,419	48,990	52,950
440 Fees Non Employees	21,397	21,000	25,600	27,840
450 Miscellaneous	3,337	5,632	5,485	4,585
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	2,416	2,591	3,000	3,000
465 Equipment < \$5,000	2,504	2,021	3,150	2,100
Total Operating Expenses	<u>\$ 80,519</u>	<u>\$ 84,209</u>	<u>\$ 89,300</u>	<u>\$ 93,075</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 51,741	\$ 52,821	\$ 49,002	\$ 50,599
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,923	24,797	26,656	27,955
840 Workers' Compensation	-	-	-	-
850 Health Insurance	37,476	48,295	60,411	66,075
Total Fringe Benefits	<u>\$ 113,140</u>	<u>\$ 125,913</u>	<u>\$ 136,069</u>	<u>\$ 144,629</u>
Department Total	<u><u>\$ 518,458</u></u>	<u><u>\$ 547,384</u></u>	<u><u>\$ 573,814</u></u>	<u><u>\$ 603,129</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: City Comptroller****Account Code: A1315****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1315.0110	Salaries		
	City Comptroller	\$ 92,984	
	Deputy City Comptroller	68,143	
	Accountant (.5)	<u>20,939</u>	\$ 182,066
A.1315.0120	Clerical		
	Principal Account Clerk (2)	93,278	
	Sr. Account Clerk Typist (2)	<u>86,781</u>	180,059
A.1315.0150	Overtime		500
A.1315.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services		<u>\$ 365,425</u>

Operating Expenses

A.1315.0420	Insurance		\$ 2,600
A.1315.0430	Contracted Services		
	Office Equipment Maintenance	\$ 375	
	Advertising - Tax/Audit/Debt Notices	300	
	Bankruptcy Search Services	100	
	KVS Financial Software Maintenance	35,700	
	Parking Ticket Software Maintenance	1,000	
	Credit Card Processing Fees	12,500	
	Record Management Services	200	
	Debt Disclosure Filing	1,125	
	Fixed Asset Software Maintenance	<u>1,650</u>	52,950
A.1315.0440	Fees, Non Employees		
	Single Audit	22,080	
	Actuarial Services	<u>5,760</u>	27,840
A.1315.0450	Miscellaneous		
	Travel and Training, Seminars	2,860	
	Dues and Publications	1,675	
	Shipping	<u>50</u>	4,585
A.1315.0460	Materials and Supplies		
	Letterhead, Envelopes	1,000	
	Checks, 1099s, W-2s	<u>2,000</u>	3,000
A.1315.0465	Equipment < \$5,000		
	Computer	1,000	
	Miscellaneous Office Equipment	<u>1,100</u>	2,100
	Total Operating Expenses		<u>\$ 93,075</u>

City of Watertown

Fiscal Year: 2018-19

Department: City Comptroller

Account Code: A1315

Function: General Government Support

FY 2018-19 Adopted Budget

Fringe Benefits

A.1315.0810	New York State Employees' Retirement System	\$	50,599
A.1315.0830	Social Security		27,955
A.1315.0850	Health Insurance		<u>66,075</u>
	Total Fringe Benefits	\$	<u>144,629</u>
	TOTAL BUDGET	\$	<u><u>603,129</u></u>

City of Watertown
Fiscal Year: 2018-19
Department: Purchasing
Account Code: A1345
Function: General Government Support



Description: The Purchasing Manager's primary role is to operate and maintain a Decentralized Purchasing Program with the various City departments in accordance with the rules and guidelines as set forth under New York State General Municipal Law 103. The objective of the department is to support the various services provided by the City's departments as well as to ensure the prudent and economical use of the public's money for the purchase of maximum quality at the most economical cost, and to guard against favoritism, improvidence, fraud and corruption.

2017-18 Accomplishments:

- ✓ Continued conversations with other governmental agencies in region to work cooperatively in purchasing endeavors. The department met with other Purchasing officials in the area to discuss ways to cooperatively bid or source goods and services in order to save time and money.
- ✓ Attended a training session with the National Transit Institute to learn about Federal Guidelines for Procurement.
- ✓ Oversaw twenty-four (24) sealed bids, ten (10) Request for Proposals and numerous Requests for Quotation.
- ✓ Approved approximately 3,400 Purchase Orders

2018-2019 Goals and Objectives:

- Continue to review City service contracts to formalize a standard system of awarding contracts and managing performance, reporting and payments.
- Continue to work with departments to better utilize New York State and County contracts in order to obtain savings for the City.
- Continue conversations with other governmental agencies in region to work cooperatively in purchasing endeavors.
- Attend training that will assist in establishing policies and procedures that will bring us into compliance with Federal Grant requirements.
- Investigate Centralization of Purchasing Functions to effect economies of scale within the City.

City of Watertown**Fiscal Year: 2018-19****Department: Purchasing****Account Code: A1345****Function: General Government Support**

Budget Summary	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2018-19 Adopted Budget
Personal Services				
110 Salaries	\$ 68,422	\$ 69,344	\$ 70,471	\$ 71,880
120 Clerical	29,081	31,013	32,119	35,276
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 97,503</u>	<u>\$ 100,357</u>	<u>\$ 102,590</u>	<u>\$ 107,156</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	32	125	125
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	2,994	4,166	950	1,100
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	109	55	-	-
465 Equipment < \$5,000	3,590	-	-	-
Total Operating Expenses	<u>\$ 6,693</u>	<u>\$ 4,253</u>	<u>\$ 1,075</u>	<u>\$ 1,225</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 15,206	\$ 15,561	\$ 16,363	\$ 16,797
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,105	7,218	7,848	8,198
840 Workers' Compensation	-	-	-	-
850 Health Insurance	14,448	14,758	17,570	37,126
Total Fringe Benefits	<u>\$ 36,759</u>	<u>\$ 37,537</u>	<u>\$ 41,781</u>	<u>\$ 62,121</u>
Department Total	<u><u>\$ 140,955</u></u>	<u><u>\$ 142,147</u></u>	<u><u>\$ 145,446</u></u>	<u><u>\$ 170,502</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Purchasing
Account Code: A1345
Function: General Government Support

FY 2018-19 Adopted Budget**Personal Services**

A.1345.0110	Salaries		
	Purchasing Manager	\$	71,880
A.1345.0120	Clerical		
	Account Clerk Typist		<u>35,276</u>
	Total Personal Services	\$	<u>107,156</u>

Operating Expenses

A.1345.0430	Contracted Services		
	Printing	\$	125
A.1345.0450	Miscellaneous		
	Association Fees	\$	100
	Education/Travel and Training	<u>1,000</u>	<u>1,100</u>
	Total Operating Expenses	\$	<u>1,225</u>

Fringe Benefits

A.1345.0810	New York State Employees' Retirement System	\$	16,797
A.1345.0830	Social Security		8,198
A.1345.0850	Health Insurance		<u>37,126</u>
	Total Fringe Benefits	\$	<u>62,121</u>

TOTAL BUDGET		\$	<u><u>170,502</u></u>
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City of Watertown**Fiscal Year: 2018-19****Department: Assessment****Account Code: A1355****Function: General Government Support**

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

2017-18 Accomplishments:

- ✓ Settlement of tax challenge to the Arsenal Street Associates (Price Chopper Plaza) property.
- ✓ Worked with NDC participants as part of the Vacant and Zombie Task Force to affect the rehabilitation of vacant property.

2018-19 Goals and Objectives:

- Focus of staff training following retirement of Real Property Appraiser.
- Participate with the NYS Department of Taxation and Finance to pilot the next generation of assessment and valuation software.

City of Watertown**Fiscal Year: 2018-19****Department: Assessment****Account Code: A1355****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 66,450	\$ 67,348	\$ 67,665	\$ 69,018
120 Clerical	-	-	-	-
130 Wages	104,378	108,548	107,547	50,522
140 Temporary	-	-	-	7,081
150 Overtime	255	222	200	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 171,083</u>	<u>\$ 176,118</u>	<u>\$ 175,412</u>	<u>\$ 126,621</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 480	\$ 480	\$ 481	\$ 481
420 Insurance	-	-	-	-
430 Contracted Services	3,519	3,291	3,670	5,790
440 Fees Non Employees	47,271	51,994	50,000	53,000
450 Miscellaneous	7,421	7,240	7,525	8,120
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	733	2,477	1,480	1,480
465 Equipment < \$5,000	835	2,639	1,250	-
Total Operating Expenses	<u>\$ 60,259</u>	<u>\$ 68,121</u>	<u>\$ 64,406</u>	<u>\$ 68,871</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 26,539	\$ 24,567	\$ 24,909	\$ 16,104
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,700	13,042	13,418	9,687
840 Workers' Compensation	-	-	-	-
850 Health Insurance	6,450	6,588	7,844	-
Total Fringe Benefits	<u>\$ 45,689</u>	<u>\$ 44,197</u>	<u>\$ 46,171</u>	<u>\$ 25,791</u>
Department Total	<u><u>\$ 277,031</u></u>	<u><u>\$ 288,436</u></u>	<u><u>\$ 285,989</u></u>	<u><u>\$ 221,283</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Assessment****Account Code: A1355****Function: General Government Support****Personal Services****FY 2018-19 Adopted Budget**

A.1355.0110	Salaries		
	City Assessor	\$	69,018
A.1355.0130	Wages		
	Real Property Appraiser		50,522
A.1355.0140	Temporary		7,081
	Total Personal Services	\$	<u>126,621</u>

Operating Expenses

A.1355.0410	Utilities		
	Tablet Data Plan	\$	481
A.1355.0430	Contracted Services		
	Advertising Expenses	\$	70
	Repairs/Maintenance of Equip.		375
	Accela Licensing		2,445
	SDG Link Maintenance		1,100
	Data Processing Service (RPS)		<u>1,800</u>
		\$	5,790
A.1355.0440	Fees, Non Employees		
	Legal and Appraisals Services		53,000
A.1355.0450	Miscellaneous		
	Professional Organization Dues		320
	Travel and Training		2,500
	Postage		5,000
	Mileage		<u>300</u>
			8,120
A.1355.0460	Materials and Supplies		
	Tax Bills and Notices		1,200
	Office Supplies		<u>280</u>
			1,480
	Total Operating Expenses	\$	<u>68,871</u>

Fringe Benefits

A.1355.0810	New York State Employees' Retirement System	\$	16,104
A.1355.0830	Social Security		9,687
A.1355.0850	Health Insurance		-
	Total Fringe Benefits	\$	<u>25,791</u>

TOTAL BUDGET**\$ 221,283**

City of Watertown**Fiscal Year: 2018-19****Department: Miscellaneous****Account Code: A1362, A1380, A1930, A1950, A1990****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A.1362.0430 Tax Advertising	\$ 22,017	\$ 21,323	\$ 20,000	\$ 19,000
A.1380.0430 Fiscal Agent Fees	800	800	800	-
A.1930.0450 Judgments and Claims	-	2,802	5,000	10,000
A.1950.0430 Real Property Taxes	42,679	21,863	21,250	21,200
A.1990.0430 Contingency	<u>-</u>	<u>-</u>	<u>1,064,972</u>	<u>1,318,000</u>
TOTAL BUDGET	<u>\$ 65,496</u>	<u>\$ 46,788</u>	<u>\$ 1,112,022</u>	<u>\$ 1,368,200</u>

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

A1380 - Fiscal Agent Fees - Expenses associated with payment of serial bond principal and interest to bond holders.

A1930 - Judgments and Claims - Expenses associated with settlements in certiorari cases.

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

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

City of Watertown
Fiscal Year: 2018-19
Department: Property Acquired
Account Code: A1364
Function: General Government Support



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

2017-18 Accomplishments:

- ✓ Worked to mitigate blight within the community through aggressive code enforcement, property acquisition and revitalization efforts and, as a final resort, demolition of properties acquired for non-payment of taxes.
- ✓ Sold 1 house and numerous vacant lots acquired by the City for un-paid taxes.
- ✓ Demolished 158 Academy Street and 166 Academy Street structures

2018-19 Goals and Objectives:

- Continue to work aggressively to mitigate blight within the community through aggressive code enforcement, property acquisition and revitalization efforts and, as a final resort, demolition of properties acquired for non-payment of taxes.
- Continue to work toward reverting properties to the tax roll from City ownership.
- Utilize the NDC Program to the maximum extent possible to renovate tax foreclosed and donated properties, and sell them to homeowners.

City of Watertown**Fiscal Year: 2018-19****Department: Property Acquired****Account Code: A1364****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 223	\$ -	\$ -	\$ -
420 Insurance	1,125	-	-	-
430 Contracted Services	737,422	3,977	25,750	15,750
440 Fees Non Employees	-	6,000	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	320	-	100	100
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 739,090	\$ 9,977	\$ 25,850	\$ 15,850
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 739,090	\$ 9,977	\$ 25,850	\$ 15,850

City of Watertown

Fiscal Year: 2018-19

Department: Property Acquired

Account Code: A1364

Function: General Government Support

Operating Expenses

FY 2018-19 Adopted Budget

A.1364.0430	Contracted Services		
	Auction Notices	\$	250
	Deed Filings		500
	Demolitions	<u>15,000</u>	\$ 15,750
A.1364.0460	Materials and Supplies		<u>100</u>
	Total Operating Expenses		<u>\$ 15,850</u>
	TOTAL BUDGET		<u><u>\$ 15,850</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: City Clerk****Account Code: A1410****Function: General Government Support**

Description: As prescribed by City Charter, the City Clerk serves as the custodian of the City Seal, the Registrar of Vital Statistics and the Clerk for the City Council. The City Clerk's Office is responsible for recording all births and deaths which occur within the City limits, issuing various licenses such as marriage, bingo, games of chance, dog, etc., issuing certified copies of various records and disbursing license and permit fees to various government agencies. The office is staffed by the City Clerk and two Deputy Clerks, all of whom are authorized to perform marriages at City Hall. The City Clerk is also the City Historian and is responsible for the material housed in the Historian's Office. The City Clerk prepares and distributes the minutes for the City Council Meetings and periodic revisions of the Municipal Code, as authorized by Council. The City Clerk's Office operates in a highly professional and accurate manner. The staff strives to provide quality service to the citizens of the area, other government agencies and departments within our City government structure.

2017-18 Accomplishments:

- ✓ Recorded and filed 799 marriage licenses, 1,664 birth certificates, 498 death certificates. Issued 6,263 certified copies of birth, death and marriage certificates. Processed 14 business licenses, 1,790 dog licenses/renewals and 571 handicap parking permits. Performed 487 wedding ceremonies and 65 genealogy searches.
- ✓ Prepared 494 pages of City Council minutes and certified 207 resolutions and 23 ordinances, as well as certified and filed 5 local laws with New York State Department of State.
- ✓ Implemented phase one of NYS Department of Health conversion to electronic filing of death certificates (EDRS) and provided support to the Funeral Directors
- ✓ Initiated changes to ensure better compliance with NYS Gaming Commission licensing regulations
- ✓ Transitioned smoothly through the appointment of a new Deputy City Clerk.

2018-19 Goals and Objectives:

- Continue to participate in training opportunities as required by the Registered Municipal Clerk Certification.
- Collaborate with other departments within the City for the continued development of a records management program.
- Continue to evaluate daily processes to improve workflow and efficiencies.

City of Watertown**Fiscal Year: 2018-19****Department: City Clerk****Account Code: A1410****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 138,471	\$ 139,686	\$ 142,750	\$ 138,343
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 138,471</u>	<u>\$ 139,686</u>	<u>\$ 142,750</u>	<u>\$ 138,343</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	7,500
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,500</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	6,809	8,201	7,400	8,660
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,812	1,332	3,120	3,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	773	1,270	1,800	2,000
465 Equipment < \$5,000	423	2,988	1,000	-
Total Operating Expenses	<u>\$ 9,817</u>	<u>\$ 13,791</u>	<u>\$ 13,320</u>	<u>\$ 13,660</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 21,101	\$ 20,094	\$ 20,899	\$ 17,559
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,944	10,055	10,920	10,583
840 Workers' Compensation	-	-	-	-
850 Health Insurance	27,444	27,154	33,760	35,800
Total Fringe Benefits	<u>\$ 58,489</u>	<u>\$ 57,303</u>	<u>\$ 65,579</u>	<u>\$ 63,942</u>
Department Total	<u><u>\$ 206,777</u></u>	<u><u>\$ 210,780</u></u>	<u><u>\$ 221,649</u></u>	<u><u>\$ 223,445</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: City Clerk****Account Code: A1410****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1410.0110	Salaries		
	City Clerk	\$ 64,480	
	Deputy City Clerk (2)	<u>73,863</u>	\$ 138,343
	Total Personal Services		<u>\$ 138,343</u>

Equipment

A.1410.0250	Other Equipment		
	Copier		<u>\$ 7,500</u>
	Total Equipment		<u>\$ 7,500</u>

Operating Expenses

A.1410.0430	Contracted Services		
	BAS Clerk Software Updates	\$ 2,100	
	Online Code Book Updates (E-Code)	1,300	
	Copier Maintenance Agreement	1,260	
	General Code Supplements	<u>4,000</u>	\$ 8,660
A.1410.0450	Miscellaneous		
	Education/Staff Training	2,450	
	Membership Dues/Travel	350	
	Notary Renewal	-	
	Other Miscellaneous	<u>200</u>	3,000
A.1410.0460	Materials and Supplies		
	Historian Supplies	100	
	Office Supplies	<u>1,900</u>	2,000
	Total Operating Expenses		<u>\$ 13,660</u>

Fringe Benefits

A.1410.0810	New York State Employees' Retirement System	\$ 17,559	
A.1410.0830	Social Security	10,583	
A.1410.0850	Health Insurance	<u>35,800</u>	
	Total Fringe Benefits		<u>\$ 63,942</u>

TOTAL BUDGET		<u><u>\$ 223,445</u></u>	
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A1410 – City Clerk

Fiscal Year 2018-19
Vehicles and Equipment



Copier

\$7,500

The copier/printer currently used by the City Clerk’s Office was chosen in the past as a lower cost option due to budgetary concerns, but unfortunately is not meeting the needs and expectations of this department. Approximately 95% of the services provided to the public served by this office result in a copy or print job so it is necessary to have a heavy-duty, high-volume machine. In addition, certified certificates issued from the birth, death and marriage books prior to 1985 require a larger glass surface in order to properly copy the complete information. This is currently being done by staff leaving the office and using a copier within the building, which is not an efficient work process as it delays serving the customer and requires the office to be temporarily closed during times when there is only one staff member. No workaround for this issue has been able to be established. Lastly, the current copier does not produce high quality, “clean” copies needed for permanent birth, death and marriage documents, which must be filed at the local municipality level. It is essential that this department have a dedicated copier due to the various specialized documents that are printed in order to fulfill the customers’ requests in a timely and confidential manner.

City of Watertown
Fiscal Year: 2018-19
Department: Law
Account Code: A1420
Function: General Government Support



Description: Corporation Counsel is retained by the City Council to serve as legal advisor to the Mayor, the City Council, City staff, City boards and officers of the City. Corporation Counsel defends and prosecutes all actions and proceedings brought by or against the City or by or against any of its officers. All contracts, legal documents and instruments are reviewed and/or prepared by Corporation Counsel. Counsel provides interpretation of City Code, State and Federal laws and provides legal opinion as required. The City employs specialized counsel as circumstances require.

2017-18 Accomplishments:

- ✓ Awarded the decision by Arbitrator Karper that the City has the right to abolish Captain's positions and did not violate Article 13 Section 2 of the Collective Bargaining Agreement between the City and Watertown Professional Firefighters' Association, Local 191.
- ✓ Attained the NYS Supreme Court ruling by Judge McClusky that the "minimum manning" clause contained in the Collective Bargaining Agreement between the City and Watertown Professional Firefighters' Association, Local 191, is illegal and unenforceable.
- ✓ Provided legal counsel, defense and opinions for a number of labor, general, and litigation matters.

2018-19 Goals and Objectives:

- Continue to defend the Fire Union's appeal of the recent NYS Supreme Court's decision that "minimum manning" is illegal and unenforceable.
- Continue to provide timely and responsive legal counsel to City Council and staff concerning: labor matters; requests for opinions; contracts and agreements; interpretation of City Code, State and Federal legislation; and, defense of the City and its officers in self-insured defense matters.
- Maintain a high level of responsiveness to legal inquiries from staff and Council.

City of Watertown

Fiscal Year: 2018-19

Department: Law

Account Code: A1420

Function: General Government Support

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	333,787	481,838	311,500	280,000
450 Miscellaneous	10,158	9,161	8,000	9,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 343,945	\$ 490,999	\$ 319,500	\$ 289,000
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	<u>\$ 343,945</u>	<u>\$ 490,999</u>	<u>\$ 319,500</u>	<u>\$ 289,000</u>

City of Watertown

Fiscal Year: 2018-19

Department: Law

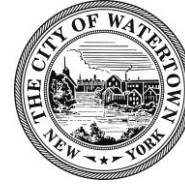
Account Code: A1420

Function: General Government Support

FY 2018-19 Adopted Budget

Operating Expenses

A.1420.0440	Fees, Non Employees		
	Slye Law Firm	\$	200,000
	Bond Schoeneck and King		70,000
	Miscellaneous Legal Support (Other Law Firms, Arbitrators, Stenographers, etc.)	<u>10,000</u>	\$ 280,000
A.1420.0450	Miscellaneous		
	Law Book Updates		<u>9,000</u>
	Total Operating Expenses		<u>\$ 289,000</u>
	TOTAL BUDGET		<u><u>\$ 289,000</u></u>

City of Watertown**Fiscal Year: 2018- 19****Department: Civil Service****Account Code: A1430****Function: General Government Support**

Description: The City of Watertown Civil Service Commission performs legislative, executive, and judicial functions: legislative when establishing rules having the force and effect of law; executive when administering the merit system, determining general policy, and establishing internal procedures; and judicial when considering and resolving appeals of Civil Service Law. The Civil Service Commission serves the City of Watertown, Flower Memorial Library, Watertown City School District, and Watertown Housing Authority with responsibility over 317 competitive, 195 non-competitive, 108 labor, 14 exempt, and 4 unclassified positions (for a total of 638 employees). The department is staffed with a full-time Executive Secretary.

2017- 18 Accomplishments:

- ✓ In 2017, 27 competitive and promotional exams were given, resulting in the total receipt of 173 approved applicants.
- ✓ 345 employment applications were approved and forwarded to Department Heads and Appointing Authorities for consideration.
- ✓ Participated in an audit conducted by the Department of Civil Service reviewing City of Watertown's Civil Service Rules, Appendices and position titles.
- ✓ Promoted job opportunities for all agencies served by this office by posting available positions/examinations and through community outreach to include Workforce 2020 and Fort Drum.

2018- 19 Goals and Objectives:

- Hold public hearings to present revisions of Civil Service Rules and send revisions and resolutions to the State Commission for final approval. Provide internet access to rules and job specifications.
- Conduct cost/benefit analysis of proprietary software for personnel management.
- Continue to update Civil Service Rules for the City of Watertown. Section 20 of the NYS Civil Service Law requires the local Commission to prescribe, amend, and enforce suitable rules for administering the merit and fitness system. This is a critical function in that the rules have the force and effect of law.
- Continue to assist all Appointing Authorities serviced by this office to maintain Civil Service compliance and cohesiveness.

City of Watertown**Fiscal Year: 2018-19****Department: Civil Service****Account Code: A1430****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 43,592	\$ 44,179	\$ 44,897	\$ 45,795
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	115	100	200
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 43,592	\$ 44,294	\$ 44,997	\$ 45,995
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	30,000
Total Equipment	\$ -	\$ -	\$ -	\$ 30,000
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	5,340	5,661	5,596	150
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	932	352	150	820
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	64	300	300
465 Equipment < \$5,000	-	153	-	-
Total Operating Expenses	\$ 6,272	\$ 6,230	\$ 6,046	\$ 1,270
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 6,698	\$ 3,440	\$ 4,169	\$ 4,233
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,978	2,960	3,443	3,518
840 Workers' Compensation	-	-	-	-
850 Health Insurance	5,497	5,639	6,762	7,399
Total Fringe Benefits	\$ 15,173	\$ 12,039	\$ 14,374	\$ 15,150
Department Total	\$ 65,037	\$ 62,563	\$ 65,417	\$ 92,415

City of Watertown**Fiscal Year: 2018-19****Department: Civil Service****Account Code: A1430****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1430.0110	Salaries		
	Executive Secretary to Civil Service Commission	\$	45,795
A.1430.0170	Out of Code (Exam Monitors)		<u>200</u>
	Total Personal Services	\$	<u>45,995</u>

Equipment

A.1430.0250	Other		
	Software	\$	<u>30,000</u>

Operating Expenses

A.1430.0430	Contracted Services		
	Advertising (Public Hearings)	\$	150
A.1430.0450	Miscellaneous		
	Membership Dues		150
	Law Book Update		300
	Annual Conference		<u>370</u>
			820
A.1430.0460	Materials and Supplies		
	Printed Forms, Letterhead		300
	Total Operating Expenses	\$	<u>1,270</u>

Fringe Benefits

A.1430.0810	New York State Employees' Retirement System	\$	4,233
A.1430.0830	Social Security		3,518
A.1430.0850	Health Insurance		<u>7,399</u>
	Total Fringe Benefits	\$	<u>15,150</u>

TOTAL BUDGET		\$	<u><u>92,415</u></u>
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A1430- Civil Service

Fiscal Year 2018-19
Equipment



<u>Civil Service Software Replacement</u>	<u>\$30,000</u>
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This recommendation covers the replacement of the current Civil Service software program PSTek. Final software package has yet to be determined.

The need for a new software package is based upon PSTek's lack of customer service and support. Other municipalities that are also still utilizing PSTek have indicated they are getting minimal, if any, response and/or support back as well. The company has also stopped providing system modification reports. Our IT Department has attempted to contact PSTek on several occasions with no results. Over the past couple of years, several municipalities have decided to transition away from PSTek and have chosen another software provider to meet their Civil Service needs.

City of Watertown**Fiscal Year: 2018-19****Department: Engineering****Account Code: A1440****Function: General Government Support**

Description: The City Engineering Department is responsible for providing support to other City departments and the public. Areas include capital design (in-house or outside consultant), project management, property surveys, Planning Board reviews, Zoning and oversight of the Code Enforcement Office. In addition to the City Engineer, the department currently has authorized staffing of one Civil Engineer II, three Civil Engineer I's, one Senior Engineering Technician, and a Secretary. The Department is postured to: respond promptly to inter-departmental needs; maximize in-house design of projects; perform project management work on capital projects; and, serve the public as promptly and efficiently as possible.

2017-18 Accomplishments:

- ✓ Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies on a multitude of projects: Factory St. Reconstruction and Municipal Arena renovation closeout, City Court Expansion, Western Boulevard, Water Treatment Plant Roof, Massey Street Fire Station Roof and HVAC improvements, Flower Memorial Library HVAC Replacement, Thompson Park Retaining Wall Repair.
- ✓ Successfully designed, coordinated, and implemented the Washington Street Road Diet in close collaboration with Department of Public Works.
- ✓ Completed various projects in support of DPW, such as Bronson Street reconstruction, ADA ramps, drainage and utility issues, and bridge repairs; Parks and Recreation with the dugout repairs, playground replacement, splash pad, and Thompson Park Pool; the Water Department and Fire Department with roof and masonry repointing projects, as well as design and oversight of capital improvement projects at the Hydro facility.
- ✓ Worked with Jefferson County and NYSDOT to progress the MPO's Long Range Transportation Plan, the Brownville Bridge Replacement Study, and prepare for upcoming studies such as the Bellew Ave. South Extension and Bridge project, (3rd CSX crossing).
- ✓ Assisted with continued development of the City's ADA Transition Plan, and Complete Streets Policy, and MS4 Program.
- ✓ Designed and constructed the CDBG Huntington Street Phase 2 Sidewalk Project, which connects a wider 5 foot sidewalk to Waterworks Park. Completed 60% of Sidewalk Program District #12, in the Mill Street, Lynde Street East neighborhood.
- ✓ Completed traffic studies and analyses for multiple safety issues, including Flower Avenue West – Sherman Street Multi Stop Evaluation, and crosswalk safety improvements.
- ✓ Reviewed Site Plan applications and assisted developers for projects such as SMC, commercial developments, as well as subdivisions, zone changes, and special use permits.
- ✓ Developed a Standard Operating Procedure and Public Information Campaign for Sewer Backflow Prevention.
- ✓ Assisted NYSDOT on the Arsenal Street Bridge Replacement Project and City utilities and lighting betterments.
- ✓ Oversaw issuance of Sidewalk, Sewer, Floodplain, and General City Permits, as well as assisted hundreds of customers with utility and property research and improvement projects.

City of Watertown**Fiscal Year: 2018-19****Department: Engineering****Account Code: A1440****Function: General Government Support****2018-19 Goals and Objectives:**

- Continue exceptional service in support of City Projects: City Court Expansion final design, Massey Street Fire Station HVAC construction, Thompson Boulevard traffic signal construction, Pearl and Mill Bridge rehabilitation, Thompson Park Wall Maintenance and Repairs, Miscellaneous maintenance projects at Thompson Park and the Fairgrounds, CDBG and sidewalk program improvements, Massey-Coffeen-Court Street Rehabilitation Design.
- Oversee construction of Western Boulevard, Flower Avenue East, Knickerbocker Drive, and Harrison Drive.
- Complete design of the Thompson Park Pool and Bathhouse Project and bid for construction.
- Support DPW street reconstruction projects, sewer issues, drainage improvements at Mill Street and Leray Street culverts, ADA sidewalk ramps, and signal improvements.
- Design and implement Phase 2 of Washington Street School Zone Safety Improvements.
- Continue implementation and refinement of City's Complete Street's Program, ADA Transition Program, and MS4 Program in cooperation with DPW, Planning, and other departments.
- Utilize the Engineering Department's comprehensive Bridge Maintenance Program to extend the life of the City's bridges. Systematically program preventive maintenance and long term plans for major capital projects for bridges. Identify and leverage funding and grant opportunities to offset the cost to City taxpayers.
- Investigate and identify critical infrastructure vulnerabilities based on recent severe storm impacts, and program capital project funds to improve system capacity and performance, as well as reduce property damage and sewer surcharging.
- Continue Public Information Campaign to assist homeowners with Sewer Backflow Prevention.
- Work with NYSDOT on their initiative to improve mid block crosswalks on locally owned State Touring Routes. Apply for additional funding thru the NYS PSAP program for systematic improvements to crosswalks and intersections across the City.
- Continue Long Term Strategic Planning of maintenance and preservation of City streets, utilities, and facilities to reduce major reconstruction and maximize existing infrastructure life.

City of Watertown

Fiscal Year: 2018-19

Department: Engineering

Account Code: A1440

Function: General Government Support

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 277,143	\$ 251,859	\$ 275,709	\$ 318,528
120 Clerical	35,957	36,705	36,572	38,236
130 Wages	104,583	101,732	111,922	52,474
140 Temporary	-	2,618	3,080	3,080
150 Overtime	-	-	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 417,683</u>	<u>\$ 392,914</u>	<u>\$ 428,283</u>	<u>\$ 413,318</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 480	\$ 971	\$ 800	\$ 961
420 Insurance	28	-	-	-
430 Contracted Services	14,694	27,104	61,700	142,645
440 Fees Non Employees	11,055	15,951	15,000	15,000
450 Miscellaneous	9,989	9,901	10,100	10,100
455 Vehicle Expenses	5,905	2,122	2,450	3,300
460 Materials and Supplies	7,189	2,349	9,000	9,000
465 Equipment < \$5,000	6,164	7,422	2,800	10,800
Total Operating Expenses	<u>\$ 55,504</u>	<u>\$ 65,820</u>	<u>\$ 101,850</u>	<u>\$ 191,806</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 61,959	\$ 62,819	\$ 64,414	\$ 60,936
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	30,430	28,811	32,765	31,620
840 Workers' Compensation	347	4,898	5,000	2,000
850 Health Insurance	57,627	49,490	61,437	73,436
Total Fringe Benefits	<u>\$ 150,363</u>	<u>\$ 146,018</u>	<u>\$ 163,616</u>	<u>\$ 167,992</u>
Department Total	<u><u>\$ 623,550</u></u>	<u><u>\$ 604,752</u></u>	<u><u>\$ 693,749</u></u>	<u><u>\$ 773,116</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Engineering
Account Code: A1440
Function: General Government Support

		FY 2018-19 Adopted Budget	
Personal Services			
A.1440.0110	Salaries		
	City Engineer	\$ 87,229	
	Civil Engineer II	73,657	
	Civil Engineer I (2 @ 1.0), (1 @ .60) **	<u>157,642</u>	\$ 318,528
A.1440.0120	Clerical		
	Secretary I		38,236
A.1440.0130	Wages		
	Senior Engineering Technician	<u>52,474</u>	52,474
A.1440.0140	Temporary (Internship)		3,080
A.1440.0150	Overtime		<u>1,000</u>
	Total Personal Services		<u>\$ 413,318</u>
Operating Expenses			
A.1440.0410	Utilities		\$ 961
A.1440.0430	Contracted Services		
	Equipment Service/Repair	\$ 800	
	Software and Tech Support	15,000	
	Monument Survey and Installation	10,000	
	Legal Advertisements	1,000	
	Filing Fees for Deeds/Easements	600	
	Pre-Design Engineering Inspections	25,000	
	Fairground Improvements Design	12,500	
	Metropolitan Planning Organization Planning Consultant *	66,000	
	Traffic Counts	8,500	
	Accela - AA User License	2,445	
	Equipment Maintenance Agreements	<u>800</u>	142,645
A.1440.0440	Fees, Non Employee		
	Surveying Agreement		15,000
A.1440.0450	Miscellaneous		
	Travel	2,000	
	Training and Professional Development	5,000	
	Mileage Reimbursement	1,500	
	Professional Memberships	1,000	
	Texts/Reference Materials	600	10,100

* 100% reimbursable by Metropolitan Planning Organization

** Split between A.1440 (60%) and A.5184 (40%).

City of Watertown

Fiscal Year: 2018-19
Department: Engineering
Account Code: A1440
Function: General Government Support

FY 2018-19 Adopted Budget

A.1440.0455	Vehicle Expense		
	Insurance	2,150	
	Fuel and Oil	900	
	Maintenance/Repairs	250	3,300
A.1440.0460	Materials and Supplies		
	CAD/Drafting Supplies	500	
	Monument Supplies	7,500	
	Field Supplies	500	
	Office Supplies	500	9,000
A.1440.0465	Equipment < \$5,000		
	Radar Recorders (2)	9,000	
	Field Equipment	400	
	Total Station - Miscellaneous Equipment	400	
	Computer	1,000	10,800
	Total Operating Expenses		\$ 191,806
Fringe Benefits			
A.1440.0810	New York State Employees' Retirement System	\$	60,936
A.1440.0830	Social Security		31,620
A.1440.0840	Workers' Compensation		2,000
A.1440.0850	Health Insurance		73,436
	Total Fringe Benefits	\$	167,992
	TOTAL BUDGET	\$	773,116

City of Watertown**Fiscal Year: 2018-19****Department: Public Works Administration****Account Code: A1490****Function: General Government Support**

Description: This account is responsible for the administrative and operational supervision and coordination of a multi-tasked, full service traditional Department of Public Works as well as the CitiBus Public Transit System, Electric and Central Garage with a combined 2017-2018 fiscal year Operating and Capital funding of approximately \$8,850,000. The office clerical staff provides full accounting, billing, payroll calculations and personnel record keeping for all full time employees. This account is also responsible for operations and maintenance of the Newell Street Facility. There are a total of one part time and five full time employees within this account.

2017-18 Accomplishments:

- ✓ Participated in joint inter-departmental construction and maintenance activities with projects such as the Washington Street “road diet” corridor reconfiguration, drainage and site preparation work for the new Thompson Park Playground, Lachenauer Plaza fountain repairs, upgrades of traffic signal components at Washington/Academy Street and Leray/Burdick Street intersections, rehabilitation of 31 ADA compliant curb ramps, asphalt resurfacing of 5,200 linear feet of roadway and installation of 1,240 linear feet of pin-on curbing.
- ✓ Implemented a departmental policy for the removal of snow from curb ramps at all signalized intersections and mid-block crossings along the Cities main thoroughfares
- ✓ Continued to work with the Watertown Jefferson County Area Transportation Council which is the designated local authorizing agency for Federal transit grant submittals.

2018-19 Goals and Objectives:

- Continue to redefine existing CitiBus operational protocols as they pertain to the Federal Transit Administration’s Urban Transportation Rules and Regulations and investigate grants and reimbursement opportunities associated with the FTA funding MPO.
- Transition to mandatory clear bag refuse and paper bag yard waste collection protocol.
- Identify opportunities for improvement in the operational and economic efficiency of the Department and practical opportunities for enhancing the quality of the services provided.
- Coordinate with National Grid and its on-site contractor to minimize any conflicts with our daily operations as Phase 1 of the site reclamation project begins at the former Engine Street MPG site.
- Continue our commitment to identify and manage assets through the Cartegraph Work Management program with an emphasis on roadway segments and pavement markings.

City of Watertown**Fiscal Year: 2018-19****Department: Public Works Administration****Account Code: A1490****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 104,463	\$ 105,880	\$ 97,507	\$ 130,774
120 Clerical	102,199	105,996	108,810	113,762
130 Wages	46,899	49,827	50,190	52,474
140 Temporary	-	-	-	-
150 Overtime	3,845	3,716	2,000	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 257,406</u>	<u>\$ 265,419</u>	<u>\$ 258,507</u>	<u>\$ 299,010</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	16,371	-	-	-
Total Equipment	<u>\$ 16,371</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 22,563	\$ 23,990	\$ 36,460	\$ 24,240
420 Insurance	2,899	4,151	4,375	4,175
430 Contracted Services	40,739	55,872	47,785	64,970
440 Fees Non Employees	2,008	1,218	1,200	1,200
450 Miscellaneous	3,152	6,324	10,700	10,700
455 Vehicle Expenses	5,798	4,790	4,225	3,100
460 Materials and Supplies	19,761	19,604	27,530	37,150
465 Equipment < \$5,000	6,118	734	2,000	1,600
Total Operating Expenses	<u>\$ 103,038</u>	<u>\$ 116,683</u>	<u>\$ 134,275</u>	<u>\$ 147,135</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 39,801	\$ 37,955	\$ 37,030	\$ 43,807
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	18,955	19,484	19,777	22,874
840 Workers' Compensation	5,044	4,940	5,000	5,000
850 Health Insurance	52,489	44,003	52,399	64,371
Total Fringe Benefits	<u>\$ 116,289</u>	<u>\$ 106,382</u>	<u>\$ 114,206</u>	<u>\$ 136,052</u>
Department Total	<u><u>\$ 493,104</u></u>	<u><u>\$ 488,484</u></u>	<u><u>\$ 506,988</u></u>	<u><u>\$ 582,197</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Public Works Administration****Account Code: A1490****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A.1490.0110	Salaries		
	Superintendent of Public Works	\$ 91,628	
	Assistant Superintendent of Public Works (6 months)	39,146	\$ 130,774
A.1490.0120	Clerical		
	Principal Account Clerk	52,474	
	Senior Account Clerk Typist	43,758	
	Account Clerk Typist (part-time)	17,530	113,762
A.1490.0130	Wages		
	Senior Engineering Tech		52,474
A.1490.0150	Overtime		2,000
	Total Personal Services		<u>\$ 299,010</u>

Operating Expenses

A.1490.0410	Utilities		
	Water/Sewer	\$ 1,200	
	Electric	4,000	
	Natural Gas	13,500	
	Westelcom Telephone	3,000	
	Tablet Aircard (x3)	1,440	
	Cellular Phone Service	1,100	\$ 24,240
A.1490.0420	Insurance		4,175
A.1490.0430	Contracted Services		
	Janitorial Services	11,250	
	Rug/Mat Rentals	600	
	GIS/GPS Software Service/Maintenance	1,800	
	Cartegraph Software Maintenance	11,000	
	Weather Forecast Service	845	
	Elevator Maintenance/Repair	3,500	
	HVAC/Plumbing Maintenance	4,000	
	Sprinkler System Maintenance	2,000	
	Generator Maintenance	875	
	Fire Detection Sprinklers	550	

City of Watertown**Fiscal Year: 2018-19****Department: Public Works Administration****Account Code: A1490****Function: General Government Support**

		<u>FY 2018-19 Adopted Budget</u>	
A.1490.0430	Contracted Services continued		
	Office Carpet Replacement (521 Newell St)	3,000	
	Window Fill-In (521 Newell St)	7,500	
	Sealcoat Yard (521 Newell St)	5,000	
	Install Siding (521B Newell St)	1,500	
	Overhead Door Preventive Maintenance (21)	3,000	
	Overhead Door Repairs	2,500	
	Antenna Repair on Thompson Park Water Tower	2,350	
	Various Fence and Gate Repairs	900	
	Office Equipment Maint./Repair	1,800	
	Small Equipment Repairs	<u>1,000</u>	64,970
A.1490.0440	Fees, Non-Employees		
	CDL Mandated Random Testing		1,200
A.1490.0450	Miscellaneous		
	Subscriptions and Memberships	1,000	
	PESH Training	1,000	
	First Aid and CPR	3,000	
	Conference and Special Training/Webinars	5,000	
	Reference Manuals	200	
	Safety Shoes/Related Equipment	<u>500</u>	10,700
A.1490.0455	Vehicle Expenses		
	Vehicle Fuel and Lubricants	800	
	Maintenance and Repairs	550	
	Insurance	<u>1,750</u>	3,100
A.1490.0460	Materials and Supplies		
	<u>Public Works Administration:</u>		
	Small Tools and Materials	1,750	
	Building/Grounds Maintenance and Repair Materials	5,000	
	Janitorial/Restroom Supplies	2,000	
	Office Equipment Supplies	500	
	Carpenter Tools/Supplies	500	
	Small Tools and Safety Lights	1,000	
	Upgrade (LED) Security Lighting Fuel Island & Courtyard	7,500	
	Upgrade (LED) Lighting Storage Building (337 Engine St)	3,000	
	Upgrade (LED) Light Fixtures (521A Newell St)	1,500	
	Siding Material (521B Newell St)	900	
	Safety Clothing and Equipment	1,000	

City of Watertown**Fiscal Year: 2018-19****Department: Public Works Administration****Account Code: A1490****Function: General Government Support**

		<u>FY 2018-19 Adopted Budget</u>	
A.1490.0460	Materials and Supplies continued		
	<u>Central Storeroom Materials:</u>		
	Barricade Parts/Batteries	3,000	
	Lumber and Materials	2,000	
	Small Hand Tools/Equipment	1,500	
	Safety Vests, Gloves, etc. (Stock)	4,000	
	Miscellaneous Supplies	<u>2,000</u>	37,150
A.1490.0465	Equipment < \$5,000		
	Computer	1,000	
	Standing Desk w/mat	<u>600</u>	<u>1,600</u>
	Total Operating Expenses		<u>\$ 147,135</u>
Fringe Benefits			
A.1490.0810	New York State Employees' Retirement System	\$	43,807
A.1490.0830	Social Security		22,874
A.1490.0840	Workers' Compensation		5,000
A.1490.0850	Health Insurance		<u>64,371</u>
	Total Fringe Benefits	\$	<u>136,052</u>
	TOTAL BUDGET	\$	<u><u>582,197</u></u>

City of Watertown
Fiscal Year: 2018-19
Department: Municipal Building
Account Code: A1620
Function: General Government Support



Description: This Department is staffed with three full-time employees and is responsible for the operation and maintenance of the Municipal Building and the Flower Memorial Library. The staff responsibilities extend to the leased areas of the building, including the NYS Unified Court Administration for the City Court facilities pertaining to cleaning, maintenance, minor repairs and renovation projects.

2017-18 Accomplishments:

- ✓ Removed the hedges along Washington and Sterling Street.
- ✓ Installed and updated City Hall security system.
- ✓ Continued maintenance of the buildings and grounds at City Hall and Library.

2018-19 Goals and Objectives:

- Await determination on City Court Facility
- Maintain buildings and grounds at City Hall and Library.
- Assist with coordination with contractor for installation of new Air Handler system at City Hall.

City of Watertown**Fiscal Year: 2018-19****Department: Municipal Building****Account Code: A1620****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	57,974	59,058	58,966	57,621
140 Temporary	-	-	-	-
150 Overtime	2,097	3,910	3,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	1,400	1,400	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 61,471	\$ 64,368	\$ 63,366	\$ 63,021
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 37,557	\$ 38,144	\$ 55,467	\$ 39,750
420 Insurance	9,371	15,638	16,425	8,950
430 Contracted Services	24,444	23,610	40,022	39,845
440 Fees Non Employees	33	-	-	-
450 Miscellaneous	138	-	-	-
455 Vehicle Expenses	1,476	93	2,100	2,100
460 Materials and Supplies	9,943	12,564	11,000	11,000
465 Equipment < \$5,000	2,950	7,516	5,000	5,000
Total Operating Expenses	\$ 85,912	\$ 97,565	\$ 130,014	\$ 106,645
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 9,379	\$ 10,139	\$ 9,885	\$ 7,543
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,635	4,850	4,847	4,822
840 Workers' Compensation	-	10	-	10,500
850 Health Insurance	6,450	6,588	7,844	13,088
Total Fringe Benefits	\$ 20,464	\$ 21,587	\$ 22,576	\$ 35,953
Department Total	\$ 167,847	\$ 183,520	\$ 215,956	\$ 205,619

City of Watertown

Fiscal Year: 2018-19
Department: Municipal Building
Account Code: A1620
Function: General Government Support

FY 2018-19 Adopted Budget**Personal Services**

A.1620.0130	Wages		
	Custodial and Maintenance Supervisor *	\$ 25,065	
	Facilities Maintenance Worker (2 @ .50) *	<u>32,556</u>	\$ 57,621
A.1620.0150	Overtime		4,000
A.1620.0175	Health Insurance Buyout		<u>1,400</u>
	Total Personal Services		<u>\$ 63,021</u>

Operating Expenses

A.1620.0410	Utilities		
	Phone System	\$ 18,200	
	Water and Sewer	3,250	
	Electric	9,800	
	Electric (Town Clock)	500	
	Natural Gas	<u>8,000</u>	\$ 39,750
A.1620.0420	Insurance		8,950
A.1620.0430	Contracted Services		
	Stat Contract	550	
	Seimen's Contract	8,595	
	HVAC Maintenance and Repairs	20,000	
	Buildings and Grounds Repairs	4,500	
	Elevator Maintenance	4,800	
	Generator Contract	<u>1,400</u>	39,845
A.1620.0455	Vehicle Expenses		
	Small Engine Repair	1,800	
	Gasoline	<u>300</u>	2,100
A.1620.0460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint		11,000
A.1620.0465	Equipment < \$5,000		
	Locksets, Cores and Keys	2,500	
	High-definition Parking Lot Cameras (2)	<u>2,500</u>	<u>5,000</u>
	Total Operating Expenses		<u>\$ 106,645</u>

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

City of Watertown

Fiscal Year: 2018-19
Department: Municipal Building
Account Code: A1620
Function: General Government Support

Fringe Benefits

A.1620.0810	New York State Employees' Retirement System	\$	7,543
A.1620.0830	Social Security		4,822
A.1620.0840	Workers' Compensation		10,500
A.1620.0850	Health Insurance		<u>13,088</u>
	Total Fringe Benefits	\$	<u>35,953</u>
	TOTAL BUDGET	\$	<u><u>205,619</u></u>

City of Watertown
Fiscal Year: 2018-19
Department: Central Garage
Account Code: A1640
Function: General Government Support



Description: This account under the Department of Public Works is responsible for the maintenance and repair of all City owned equipment and fleet rolling stock of approximately 300 units. There are presently eight employees in this department consisting of the Assistant Superintendent of Public Works, six Motor Equipment Mechanics and a Senior Account Clerk/Typist.

2017-18 Accomplishments:

- ✓ An inventory of all parts was completed.
- ✓ Vehicles that were available for purchase from the NYSOGS purchase plan have been ordered and delivered. Vehicles that require competitive bidding will be ordered before the end of the fiscal year
- ✓ Specifications were developed and approval was received for the purchase of a thirty five foot transit bus. It will be ordered by end of fiscal year.
- ✓ The Fuel Master fuel management system was replaced and automated information modules (AIM) will be installed on select City vehicles by end of fiscal year

2018-19 Goals and Objectives:

- Continue to upgrade diagnostic software.
- Collaborate with Transit Division to continue replacement of the CITIBUS fleet.
- Develop detailed specifications and procure all 2018-19 authorized vehicle purchases utilizing either competitive bidding or government purchase contracts.
- Continue to upgrade the Fuel Master fuel management system by installing additional Automation Information modules (AIM) units to select vehicles.
- Transition to new management for the City's fleet.

City of Watertown**Fiscal Year: 2018-19****Department: Central Garage****Account Code: A1640****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 38,116	\$ 38,633	\$ 53,729	\$ 29,400
120 Clerical	41,149	42,005	41,853	43,758
130 Wages	229,800	240,608	277,989	281,801
140 Temporary	-	-	-	-
150 Overtime	3,243	1,879	4,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 315,108</u>	<u>\$ 325,925</u>	<u>\$ 380,371</u>	<u>\$ 361,759</u>
Equipment				
230 Vehicles	\$ -	\$ 27,310	\$ -	\$ 125,000
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 27,310</u>	<u>\$ -</u>	<u>\$ 125,000</u>
Operating Expenses				
410 Utilities	\$ 10,710	\$ 13,767	\$ 13,600	\$ 13,600
420 Insurance	3,212	4,156	4,375	3,575
430 Contracted Services	54,885	50,540	57,070	77,694
440 Fees Non Employees	175	675	300	300
450 Miscellaneous	803	812	1,850	2,650
455 Vehicle Expenses	9,635	3,433	3,775	5,600
460 Materials and Supplies	87,966	93,180	110,050	114,590
465 Equipment < \$5,000	7,103	12,882	29,300	8,300
Total Operating Expenses	<u>\$ 174,489</u>	<u>\$ 179,445</u>	<u>\$ 220,320</u>	<u>\$ 226,309</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 50,623	\$ 55,227	\$ 59,650	\$ 49,072
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,114	23,863	29,098	27,674
840 Workers' Compensation	1,380	423	1,000	1,000
850 Health Insurance	57,978	69,136	98,149	101,230
Total Fringe Benefits	<u>\$ 133,095</u>	<u>\$ 148,649</u>	<u>\$ 187,897</u>	<u>\$ 178,976</u>
Department Total	<u><u>\$ 622,692</u></u>	<u><u>\$ 681,329</u></u>	<u><u>\$ 788,588</u></u>	<u><u>\$ 892,044</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Central Garage****Account Code: A1640****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

A1640.0110	Salaries		
	Fleet Manager (6 months) (.8) *	\$	29,400
A.1640.0120	Clerical		
	Senior Account Clerk/Typist		43,758
A.1640.0130	Wages		
	Motor Equipment Mechanic (6)		281,801
A.1640.0150	Overtime		4,000
A.1640.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services	\$	<u>361,759</u>

Equipment

A.1640.0230	Vehicles		
	Service truck with crane, air compressor and accessories (#1-75)	\$	95,000
	Pickup Truck (1-030)	<u>30,000</u>	<u>\$ 125,000</u>
	Total Equipment Expenses		<u>\$ 125,000</u>

Operating Expenses

A.1640.0410	Utilities		
	Gas	\$	10,000
	Water/Sewer		3,400
	Cell Phone	<u>200</u>	<u>\$ 13,600</u>
A.1640.0420	Insurance		3,575
A.1640.0430	Contracted Services		
	Janitorial Services	13,000	
	Sanor Service	480	
	Uniforms/Rug Rental	4,400	
	Part Machine Servicing	2,800	
	Annual Sprinkler Inspection	300	
	Internal Pipe Inspection	1,200	
	Oil, Filters and Antifreeze Disposal	1,700	
	Overhead Door Repairs	1,200	
	Overhead Door Preventive Maintenance (11)	1,500	
	Brake Lathe Maintenance	400	
	Shop Air Compressor Maintenance	800	
	Building Roof Repairs	2,000	
	Replace Gutters (557 Newell St)	15,000	

* Split between A.1640 (80%) and A.8160 (20%).

City of Watertown**Fiscal Year: 2018-19****Department: Central Garage****Account Code: A1640****Function: General Government Support**

		<u>FY 2018-19 Adopted Budget</u>	
A.1640.0430	Contracted Services continued		
	Veeder Root and Leak Detector Testing	800	
	Heating/Plumbing Maintenance and Repairs	2,500	
	HVAC Service Agreement	2,500	
	Pest Control	1,200	
	Mandown Alarm Monitoring	384	
	Fire Alarm Testing	250	
	Fire Alarm Monitoring	330	
	Car Wash Water Arrestor	3,000	
	<u>Vehicle Diagnostic Sytem Upgrades:</u>		
	Shop Key Program	2,500	
	Snapon Scanner Update (2)	1,500	
	CUMMINS Insite Program Renewal	800	
	Detroit Diesel	800	
	Ford VCM	700	
	Allison Update	500	
	Car Wash Maintenance	3,500	
	Vehicle Lift Annual OSHA Inspection	2,150	
	Vehicle Lift Repair	3,200	
	Fork Lift Maintenance	700	
	Pressure Washer Maintenance	900	
	Fleet Maintenance Software (RTA)	950	
	Copier Maintenance Contract	600	
	Fuel Farm Maintenance	1,700	
	Crane Inspection and Certification (3)	1,000	
	Cylinder Rental	450	77,694
A.1640.0440	Fees, Non Employees		
	Employee Testing		300
A.1640.0450	Miscellaneous		
	Safety Shoes and Safety Apparel (7)	1,800	
	Training/PESH	400	
	Repair Manuals	300	
	Licensing/Subscriptions	150	2,650
A.1640.0455	Vehicle Expenses		
	Equipment Maintenance and Repair	2,250	
	Preventive Maintenance	500	
	Gasoline	1,600	
	Insurance	1,250	5,600

City of Watertown

Fiscal Year: 2018-19
Department: Central Garage
Account Code: A1640
Function: General Government Support

FY 2018-19 Adopted Budget

A.1640.0460	Materials and Supplies		
	NYSI Authorization	150	
	Gas / Diesel / Lubricants **	74,740	
	Propane (1-127)	600	
	Diesel Exhaust Fluid	1,500	
	Bulk Hydraulic Hose	2,250	
	Shop Tool Replacements	2,700	
	Welding Gas	500	
	Mechanics Supplies	4,250	
	Gutter Replacement Repairs	6,000	
	Overhead Exhaust Hose (1)	550	
	Car Wash Soap	1,750	
	Shop Towels, Hand Soap, etc.	3,000	
	Water Cooler/Delivery	600	
	Misc. Parts for Maintenance/Repair **	16,000	114,590
A.1640.0465	Equipment < \$5,000		
	Jack Stands - 20 Ton	1,000	
	Lift Replacement Lights (4)	2,000	
	Floor Jacks	1,200	
	Parts Shelving	600	
	Vehicle Software	3,500	8,300
	Total Operating Expenses		\$ 226,309
Fringe Benefits			
A.1640.0810	New York State Employees' Retirement System	\$	49,072
A.1640.0830	Social Security		27,674
A.1640.0840	Workers' Compensation		1,000
A.1640.0850	Health Insurance		101,230
	Total Fringe Benefits	\$	178,976
	TOTAL BUDGET	\$	<u><u>892,044</u></u>

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

A1640 – Central Garage

Fiscal Year 2018-19
Vehicles and Equipment



Service truck with crane, air compressor and accessories (#1-75) \$95,000

Vehicle 1-075 is a 2001 Ford F350, two wheel drive, dual wheel chassis equipped with a service body, crane, electric inverter and a PTO driven air compressor. This truck is the “heart and soul” for road service calls. The truck is equipped with an oxy-acetylene torch setup, hand and pneumatic tools, jacks, fluids, and a portable hydraulic hose crimper to repair leaking hoses in the field. It also has a permanently mounted 360* rotational crane to remove tires, snow plow wings or just about anything that needs to be removed from a vehicle. It is also equipped with emergency and work lighting. The on-board compressor will inflate tires and power any pneumatic tools that may be required. The tool compartments are beset with corrosion allowing moisture into the compartments causing the tools to rust. The understructure of the chassis is showing signs of degradation from rust and corrosion. The truck will be replaced with a like unit. This unit has proven to be a great asset to the fleet services division of Public Works.



A1640 – Central Garage

Fiscal Year 2018-19
Vehicles and Equipment



Pickup Truck

\$30,000

Vehicle 1-030 is a 2001 four door Chevrolet blazer assigned to the Assistant Superintendent/Fleet Services supervisor. The current vehicle has had multiple repair issues in the past few years with replacement/repair parts extremely difficult to obtain. Many of the problems have been electrical circuit and component failures caused by underbody rust and corrosion. This vehicle was originally assigned to Administration before being transferred to Newell St. operations.

This vehicle will be replaced with a one half ton extended cab pickup. It will be operated out of our Newel Street Facility where it will continue to be shared by the Assistant Superintendent and the Fleet Manager positions. The existing unit will be disposed through public auction.



City of Watertown**Fiscal Year: 2018-19****Department: Central Printing and Mailing****Account Code: A1670****Function: General Government Support**

Description: It is the responsibility of Central Printing and Mailing to operate and maintain the Kyocera Taskalfa 5501i & 6501i copiers, Hasler IN-600 mailing machine and electronic mail scale located in City Hall for use by all City departments. All fees associated with maintenance, copy charges, stationery supplies and postage are charged to this account. This department maintains a centralized inventory of office supplies for use by all of the departments within the City. Through the use of State Contract pricing, blanket order purchasing for this account has minimized the need for departmental inventorying of miscellaneous office supplies thus reducing the overall inventory expense to the City. This account is charged to advise all departments of current postal regulations and to assist each of them in determining the most economic means for mailing their parcels.

2017-18 Accomplishments:

- ✓ Continued to review current service contracts for performance and toner usage.

2018-19 Goals and Objectives:

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

City of Watertown**Fiscal Year: 2018-19****Department: Central Printing and Mailing****Account Code: A1670****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	12,411	-	-	-
Total Equipment	\$ 12,411	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	3,550	3,793	5,100	5,100
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	25,011	28,000	28,000	28,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	30,227	25,895	36,650	30,850
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 58,788	\$ 57,688	\$ 69,750	\$ 63,950
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 71,199	\$ 57,688	\$ 69,750	\$ 63,950

City of Watertown

Fiscal Year: 2018-19

Department: Central Printing and Mailing

Account Code: A1670

Function: General Government Support

FY 2018-19 Adopted Budget

Operating Expenses

A.1670.0430	Contracted Services		
	Postage Meter Rental	\$ 650	
	Mail Machine Maintenance	550	
	Copier Maintenance and Supplies (2nd Floor)	1,900	
	Copier Maintenance and Supplies (3rd Floor)	<u>2,000</u>	\$ 5,100
A.1670.0450	Miscellaneous		
	Postage		28,000
A.1670.0460	Materials and Supplies		
	Office Supplies	30,000	
	Postage Machine Supplies (Ink and Tapes)	<u>850</u>	<u>30,850</u>
	Total Operating Expenses		<u>\$ 63,950</u>
	TOTAL BUDGET		<u>\$ 63,950</u>

City of Watertown**Fiscal Year: 2018-19****Department: Information Technology****Account Code: A1680****Function: General Government Support**

Description: The IT Department is responsible for strategic planning, budgeting, operational support, and coordination of technology requirements and uses within and between all departments to achieve the business objectives of City. The department's six staff members operate the City's data and voice network; manage its servers, workstations, data and software and implement and support GIS information technologies for all departments.

2017-18 Accomplishments:

- Began the implementation of software for Code Enforcement
- Launched Rental Registration via Code Enforcement Software
- Successfully integrated GIS with Code Enforcement Software
- Integrated GIS and Cartegraph for ADA Transition Project (sidewalk ramps)
- Upgraded perimeter Firewall
- Upgraded Police Server, Impact Software, and Data Migration
- Added Tablets for police vehicles, integrated with new police software
- Improved public access to GIS Data

2018-19 Goals and Objectives:

- Continue developing solutions through GIS and Cartegraph for:
 - The ADA Transitioning Project
 - MS4
- Continue implementation of new Code Enforcement Software
- Implement security resolutions as dictated in the NYS Corrective Action Plan
- Install WiFi capability at the baseball field
- Replace Civil Service Software and Migrate Data
- Transition to IP Telephony at the Wastewater Treatment Plant
- Complete next phases of our network rebuild project
- Transition nodes to the new domain
- Further expand the use of Cartegraph
- Complete Thompson Park & Basin fiber projects
- Continue consolidation and centralization to cut down on excessive printing costs

City of Watertown

Fiscal Year: 2018-19

Department: Information Technology

Account Code: A1680

Function: General Government Support

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 106,180	\$ 130,418	\$ 132,572	\$ 135,224
120 Clerical	-	-	-	-
130 Wages	184,433	170,939	185,338	212,941
140 Temporary	-	-	-	-
150 Overtime	-	-	1,500	1,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	1,500	1,500	5,600
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 290,613</u>	<u>\$ 302,857</u>	<u>\$ 320,910</u>	<u>\$ 355,265</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	8,243	15,000	-
Total Equipment	<u>\$ -</u>	<u>\$ 8,243</u>	<u>\$ 15,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 17,785	\$ 18,962	\$ 20,757	\$ 21,793
420 Insurance	-	-	-	-
430 Contracted Services	53,800	34,151	37,703	99,393
440 Fees Non Employees	451	-	1,000	1,000
450 Miscellaneous	3,324	2,782	7,200	7,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	748	342	1,000	1,000
465 Equipment < \$5,000	5,759	49,450	6,500	37,750
Total Operating Expenses	<u>\$ 81,867</u>	<u>\$ 105,687</u>	<u>\$ 74,160</u>	<u>\$ 167,936</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 43,399	\$ 32,276	\$ 33,405	\$ 32,083
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	21,558	22,672	24,551	27,177
840 Workers' Compensation	-	-	-	-
850 Health Insurance	45,214	34,319	49,617	63,504
Total Fringe Benefits	<u>\$ 110,171</u>	<u>\$ 89,267</u>	<u>\$ 107,573</u>	<u>\$ 122,764</u>
Department Total	<u><u>\$ 482,651</u></u>	<u><u>\$ 506,054</u></u>	<u><u>\$ 517,643</u></u>	<u><u>\$ 645,965</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Information Technology****Account Code: A1680****Function: General Government Support****FY 2018-19 Adopted Budget****Personal Services**

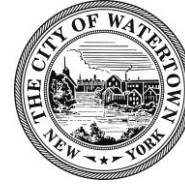
A.1680.0110	Salaries		
	Information Technology Manager	\$ 77,000	
	Information Technology Project Manager	<u>58,224</u>	\$ 135,224
A.1680.0130	Wages		
	GIS Coordinator	\$ 47,900	
	GIS Technician	43,758	
	Information Technology Specialist (3)	<u>121,283</u>	212,941
A.1680.0150	Overtime		1,500
A.1680.0175	Health Insurance Buyout		<u>5,600</u>
	Total Personal Services		<u>\$ 355,265</u>

Operating Expenses

A.1680.0410	Utilities		
	Westelcom Data/RPI	16,736	
	Time Warner Data	3,732	
	Cell phones	<u>1,325</u>	\$ 21,793
A.1680.0430	Contracted Services		
	Software Maintenance:		
	ESRI (ARCGIS Maintenance and Support)	8,000	
	Digicert	715	
	Firewall Support	3,389	
	Accela - KVS oracle	5,662	
	Telephone System Maintenance (Avaya)	16,692	
	STAT Communications Server RM	340	
	Printer Support	2,000	
	Email Server, Service and Office Suites	<u>62,595</u>	99,393
A.1680.0440	Fees, Non Employees		
	Technical Support Services		1,000
A.1680.0450	Miscellaneous		
	Travel and Training		7,000
A.1680.0460	Materials and Supplies		
	Tapes and Supplies		1,000

City of Watertown**Fiscal Year: 2018-19****Department: Information Technology****Account Code: A1680****Function: General Government Support**

		<u>FY 2018-19 Adopted Budget</u>	
A.1680.0465	Equipment < \$5,000		
	Computers / Tablets / Printers	1,000	
	Desk	1,000	
	Chairs	750	
	Server Replacements	25,000	
	Network Switch Replacements	<u>10,000</u>	<u>37,750</u>
	Total Operating Expenses		<u>\$ 167,936</u>
Fringe Benefits			
A.1680.0810	New York State Employees' Retirement System	\$	32,083
A.1680.0830	Social Security		27,177
A.1680.0850	Health Insurance		<u>63,504</u>
	Total Fringe Benefits	\$	<u>122,764</u>
TOTAL BUDGET			<u><u>\$ 645,965</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety**

Description: The City of Watertown Police Department provides 24-hour service to the city through the deterrence of crime, the prosecution of criminals, the safeguarding of citizens, the protection of property and the maintenance of order. The department is staffed with 65 sworn officers and three civilian personnel. It is divided into three divisions: Patrol, Investigations and Administration. In 2017, the Watertown Police Department received 24,233 calls for service, of which 1,266 were domestic incident investigations, 1,268 were motor vehicle accidents, 194 were drug offenses, 160 were burglary investigations, 72 were assault investigations, 66 were weapons investigations, 92 were sex offenses and 80 were drug overdoses. WPD officers made 1,885 adult arrests, 60 juvenile arrests, 3,785 vehicle stops, issued 2,665 uniform traffic tickets, and 1023 parking tickets.

2017-18 Accomplishments:

- ✓ Successfully investigated and made arrests in numerous serious felony cases, including a stabbing homicide, a stabbing assault and a serious beating assault involving several suspects. WPD assisted Ware County Sheriff's Office (Georgia) with a homicide investigation. Our detectives and officers were able to locate and arrest two suspects who were wanted in connection with that murder investigation. Additionally, the Watertown Police Department Special Response Team (SRT) was activated 25 times (the most activations in a single year). Most of those activations were in response to calls to assist the Metro-Jefferson Drug Task Force (MJDTF) with the execution of search warrants. Other calls included responding to assist the NY State Parole Violent Offender Unit with the arrest of a suspect with several violent felony warrants, and the non-drug related search warrant of a location where several illegal firearms had been sold. These activations were successfully handled and resulted in multiple arrests and numerous seizures of heroin, cocaine, crack cocaine, methamphetamine, marihuana, drug paraphernalia and cash. Also seized were illegal handguns, assault rifles, stolen firearms and high-capacity magazines.
- ✓ Fully implemented the "Impact RMS 3" upgrade. Our records management system has been upgraded by Impact. The updated system is more user-friendly, allows for better tracking of call types and has reduced the need for the repeated entry of data for related reports. This new browser-based system should not require significant IT manpower. Impact trained several WPD instructors in the new system and those instructors have already trained the rest of the department's officers and civilians.
- ✓ Completed the programming of all portable and mobile radios in preparation for Jefferson County's new 911 emergency radio system, which is anticipated to go online in 2019. The new system will allow for clearer, more reliable digital communications, even at significant distances from the city.
- ✓ Obtained external grants totaling nearly \$33,000. These grants covered costs related to DWI enforcement/ DWI court appearances, aggressive driving details (including cell phone/seat belt/passing stopped school bus details), and equipment such as bullet resistant vests and portable radios.

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety**

- ✓ Worked with the City of Watertown Information Technology Department, to upgrade and keep police computers, monitors and printers up to date and in working order and to plan for future major upgrades to the department's computer systems. A major upgrade in department's computers was accomplished with the purchase of 17 in-car computer tablets and printers. These tablets replaced the six-year-old computers and 14-year-old printers that were still in use in the department's patrol cars.
- ✓ Completed a lead abatement project at the Watertown Police Department firearms range. This resulted in the removal of over 11,000 pounds of lead from the berm, the treatment of the berm to prevent leaching and the rebuilding and expansion of the berm. This project has improved the versatility and safety of the range, which is a valuable resource for the Watertown Police Department and the numerous local agencies who regularly utilize the facility.
- ✓ Outfitted officers with body armor through the Bulletproof Vest Partnership Program which is sponsored by the Federal government. The program pays 50% of the cost of providing body armor to new officers and to replace worn vests of veteran officers. We received \$4,600 in matching funds towards the purchase of \$9,200 in bullet resistant vests (part of the \$33,000 in grants that was mentioned above).

2018-2019 Goals:

- Prepare for the NY State Division of Criminal Justice Services (DCJS) Accreditation Inspection. The Watertown Police Department has been an "accredited agency" continuously since 1998. The department is re-evaluated every five years, and is due to be evaluated again in December 2018. Accreditation is awarded to agencies that satisfy the standards set by DCJS which include statutory requirements, training requirements and best practices that insure that departments operate in an efficient and professional manner. Only about 28% of police agencies in NY State are accredited.
- Add an additional Watertown Police Department Detective to the Metro-Jefferson Drug Task Force (MJDTF). Drugs continue to be a big driver of criminal activity in the Watertown area, and drug overdoses are still at very high levels compared to a few years ago. In the 2016 calendar year, violent crime in Jefferson County and the City of Watertown rose dramatically over the previous year. Although official 2017 data is not yet available, drug seizures and weapons seizures are both up significantly. About 90% of the MJDTF enforcement activity is in the City of Watertown, and additional manpower is needed on the task force.

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety**

- Begin to research body camera options for their anticipated purchase in the 2020-2021 budget year. Body camera features, storage options and policies/best practices have continued to change over the past few years. Agencies have widely varied policies on what footage may or may not be released, and some states have passed legislation regarding the disclosure of body camera footage. The high cost of video storage, whether cloud based or hard drive based, is a major concern. Privacy is another concern. We anticipate that some of these issues will be settled by the time the department is ready to put a system into operation and we want to be well-educated in the topic when the time to deploy a system arrives.
- Re-institute the “Impact Team” to the patrol division. This assignment would place two patrol officers in an unmarked police car in high-traffic and high-crime areas of the city with the goal of catching suspects in the act of committing crimes. The team would specifically target activity related to drug sales, drug possession and the related property crimes that they promote. It would also serve as an additional general deterrent to criminal activity. The team would be deployed only when non-overtime staffing allows. This was an unrealized goal in the 2016-2017 and 2017-2018 budget years, due to manpower levels.
- Expand the number of “special topics” training instructors within the department. Over the years, we have lost several specialized topics instructors to retirement and promotion. Special training categories, such as Defensive Tactics, Firearms, Emergency Vehicle Operation Course (EVOC), RADAR/LIDAR and Standardized Field Sobriety Testing (SFST) require more than just general police topics instructors. These special topics courses must be taught by general topics police instructors with specialized instructor training and certification in each topic. By increasing the number of special topics instructors, we will be better prepared for future police academy and annual in-service training classes.
- Continue to work closely with the City of Watertown Information Technology Department, to upgrade and keep police computers up to date and in working order. We will continue to replace old desktop computers, monitors and printers on a rotating basis as needed. We will also work with the IT Department to determine a plan for the future replacement of in-car computer tablets on a rotating basis.
- Continue to seek federal and state grants and other external funding to enhance the department’s equipment, training budget, and services that the police department provides to the citizens of Watertown.
- Continue to outfit officers with replacement body armor through the Bulletproof Vest Partnership Program. The program matches City of Watertown funds, providing 50% of the cost of new body armor for officers and tactical team members.

City of Watertown

Fiscal Year: 2018-19
Department: Police
Account Code: A3120
Function: Public Safety

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 188,978	\$ 191,541	\$ 190,279	\$ 194,085
120 Clerical	89,546	95,070	94,916	102,730
130 Wages	4,138,383	4,330,338	4,329,783	4,360,795
140 Temporary	48,770	44,987	60,000	60,000
150 Overtime	312,709	329,707	325,000	325,000
155 Holiday Pay	46,726	46,610	48,500	48,500
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	23,941	20,115	22,800	25,000
180 Roll Call Pay	75,114	45,236	46,000	46,000
185 On Call Pay	13,973	15,354	14,500	14,500
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	5,000	18,450	13,000	13,000
Total Personal Services	\$ 4,943,140	\$ 5,137,408	\$ 5,144,778	\$ 5,189,610
Equipment				
230 Vehicles	\$ 105,449	\$ 160,630	\$ 148,100	\$ 246,000
250 Other	-	16,263	-	-
Total Equipment	\$ 105,449	\$ 176,893	\$ 148,100	\$ 246,000
Operating Expenses				
410 Utilities	\$ 22,553	\$ 16,599	\$ 27,900	\$ 14,950
420 Insurance	1,602	3,985	4,200	2,775
430 Contracted Services	253,934	229,912	252,100	245,100
440 Fees Non Employees	2,630	8,264	5,950	5,950
450 Miscellaneous	63,792	59,529	98,750	69,500
455 Vehicle Expenses	204,934	170,327	216,700	221,750
460 Materials and Supplies	47,944	49,453	58,100	93,150
465 Equipment < \$5,000	40,958	22,843	125,200	79,000
Total Operating Expenses	\$ 638,347	\$ 560,912	\$ 788,900	\$ 732,175
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 22,654	\$ 5,635	\$ 8,779	\$ 9,425
820 NYS Police/Fire Retirement System	1,017,653	1,072,606	1,121,103	1,079,519
830 Social Security	362,613	377,126	393,578	397,007
840 Workers' Compensation	66,930	75,512	100,000	75,000
850 Health Insurance	746,770	787,295	936,948	937,533
Total Fringe Benefits	\$ 2,216,620	\$ 2,318,174	\$ 2,560,408	\$ 2,498,484
Department Total	\$ 7,903,556	\$ 8,193,387	\$ 8,642,186	\$ 8,666,269

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety****FY 2018-19 Adopted Budget****Personal Services**

A.3120.0110	Salaries		
	Police Chief	\$ 100,313	
	Police Captain	<u>93,772</u>	\$ 194,085
A.3120.0120	Clerical		
	Parking Enforcement Officer/Records Clerk	36,099	
	Secretary	31,586	
	Records Clerk	<u>35,045</u>	102,730
A.3120.0130	Wages		
	Police Lieutenant (5)	460,246	
	Police Sergeant (7)	555,992	
	Police Detective (8)	566,679	
	Police Officer (44)	<u>2,777,878</u>	4,360,795
A.3120.0140	Temporary		
	School Crossing Guards		60,000
A.3120.0150	Overtime		325,000
A.3120.0155	Holiday Pay		48,500
A.3120.0175	Health Insurance Buyout		25,000
A.3120.0180	Roll Call Pay		46,000
A.3120.0185	On Call Pay		14,500
A.3120.0195	Clothing/Cleaning Allowance		<u>13,000</u>
	Total Personal Services		<u>\$ 5,189,610</u>

Equipment

A.3120.0230	Motor Vehicles		
	Marked Patrol Car (5)	\$ 180,000	
	Un-marked Vehicle (2)	<u>66,000</u>	\$ 246,000
	Total Equipment		<u>\$ 246,000</u>

Operating Expenses

A.3120.0410	Utilities		
	National Grid	\$ 300	
	PSB Phone Charges	1,500	
	Cellular Telephones	4,500	
	Wireless Communication	<u>8,650</u>	\$ 14,950
A.3120.0420	Insurance		2,775

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety**

		<u>FY 2018-19 Adopted Budget</u>	
A.3120.0430	Contracted Services		
	Software Maintenance	38,000	
	Net Motion Security Contract	5,200	
	Commotex Hardware and Software Maintenance	3,600	
	Onondaga Live Scan Maint.	1,000	
	Ambulance Service	2,500	
	License Plate Reader - Software Only	500	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	6,500	
	Advertising	500	
	Towing Service	1,800	
	Public Safety Building Maintenance	160,000	
	Radar Recertification	2,800	
	Portable Toilets	700	
	Taser Replacement	4,000	
	Taser Maintenance/Insurance	2,250	
	Copier Maintenance	3,800	
	Lexipol	7,900	
	Sierra Wireless Update Plan	350	
	Shred-con	450	
	K9 Boarding	750	
	Laser Printer Maintenance	<u>1,000</u>	245,100
A.3120.0440	Fees, Non Employee		
	Veterinary Care	3,200	
	New Hires Physicals	1,000	
	New Hires Psychologicals	1,000	
	Crossing Guard Physicals	<u>750</u>	5,950
A.3120.0450	Miscellaneous		
	Tuition Assistance	2,500	
	Training Schools	20,000	
	Shipping Expenses	500	
	Travel Reimbursements	6,500	
	Investigation Funds	25,000	
	Police Academy	<u>15,000</u>	69,500
A.3120.0455	Vehicle Expenses		
	Gasoline	110,000	
	Replacement Tires	13,000	
	Insurance	37,750	

City of Watertown**Fiscal Year: 2018-19****Department: Police****Account Code: A3120****Function: Public Safety**

		<u>FY 2018-19 Adopted Budget</u>	
A.3120.0455	Vehicle Expenses continued		
	General and Collision Repairs	48,000	
	Preventive Maintenance	10,000	
	Vehicle Marking Materials	<u>3,000</u>	221,750
A.3120.0460	Materials and Supplies		
	Training Ammo	8,600	
	Service Ammo	4,400	
	Range Supplies	2,300	
	Pepperball Supplies	5,200	
	Quartermaster Program	30,000	
	Safety Flares	1,000	
	Identification Materials	5,000	
	K-9 Dog Food	2,400	
	K-9 Maintenance Supplies	2,500	
	Parking Tickets	1,400	
	General Office Supplies	3,000	
	Printed Forms	3,000	
	Special Response Team (SRT)	1,600	
	Training Supplies	2,000	
	DARE Supplies	4,000	
	Crossing Guard Supplies	750	
	General Police Supplies	2,000	
	Portable Radio Batteries	1,500	
	Pepper Spray Replacement	500	
	Taser Cartridges	4,500	
	Printed Materials/Brochures	3,500	
	Defensive Tactics Supplies	<u>4,000</u>	93,150
A.3120.0465	Equipment < \$5,000		
	Computers and Printer (11)	13,000	
	SRT Tactical Armor Replacement (5)	20,000	
	JAG grant - printer brackets and weapons	7,200	
	JAG grant - County pass-through portion	4,800	
	Office Equipment	1,500	
	Weapons - Trade/Replace (15)	2,500	
	Motorola APX 6000 Portable Radio (10)	20,000	
	Police Equipment	<u>10,000</u>	79,000
	Total Operating Expenses		<u>\$ 732,175</u>

City of Watertown

Fiscal Year: 2018-19

Department: Police

Account Code: A3120

Function: Public Safety

FY 2018-19 Adopted Budget

Fringe Benefits

A.3120.0810	New York State Employees' Retirement System	\$ 9,425
A.3120.0820	New York State Police/Fire Retirement System	1,079,519
A.3120.0830	Social Security	397,007
A.3120.0840	Workers' Compensation	75,000
A.3120.0850	Health Insurance	<u>937,533</u>
	Total Fringe Benefits	<u>\$ 2,498,484</u>

TOTAL BUDGET	<u>\$ 8,666,269</u>
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A3120 – Police

Fiscal Year 2018-19 Vehicles and Equipment



Patrol Vehicle Replacement (5) -

\$180,000

To effectively maintain the department's fleet in a cost effective manner, five (5) high mileage marked patrol cars (100,000 +) will be replaced. The NYS mini-bid process (if available) will be utilized to get the best pricing.



Criminal Investigations Division - Unmarked car (2)

\$66,000

The Department is requesting to purchase two (2) new unmarked cars. The unmarked cars will replace 2009/2010 Chevrolet Impala's with higher mileage, body rust and persistent mechanical issues. The NYS mini-bid process (if available) will be utilized to get the best pricing.



City of Watertown**Fiscal Year: 2018-19****Department: Fire****Account Code: A3410****Function: Public Safety**

Description: The City of Watertown Fire Department provides emergency and limited educational services for the citizens of Watertown and the larger regional area. These services include: fire safety education, fire suppression and investigation, non-transport first response emergency medical care, and hazardous materials and technical rescue. The average demand for services is 4242 incidents for the past four years. For calendar year 2017, the department handled 4,406 incidents. Fire incidents including: 27 residential structures, 16 multi-family dwellings, and 68 other fire type situations of various nature; 2,698 rescue and emergency medical responses; 14 occasions where the department provided mutual aid to our neighboring departments for assistance at 7 structure fires, and other specialized support. The total incident responses for 2017 included 44 water calls on October 9 and 111 water calls on October 30 due to excessive rain events.

2017-18 Accomplishments:

- ✓ Took delivery of the Command Vehicle assigned to the Shift Commander located at Station 1.
- ✓ Provided fire education to community organizations and businesses.
- ✓ Completed first year of in-house Continuing Medical Education training for EMT's utilizing software supported by Target Solutions.
- ✓ Developed an after incident survey for citizens to respond to department performance when called to provide assistance.
- ✓ Replaced Station 1 roof and air handling system.
- ✓ Implemented new staffing directive.

2018-19 Goals and Objectives:

- Work with the City Manager and City Council to implement negotiation outcomes.
- Write specification and review bids for purchase of new aerial truck.
- Seek and execute grant assistance for equipment, operations, training, prevention, and building weatherization.
- Continue to implement study recommendations pertaining to operational efficiencies and identifying community risk.
- Continue evaluation of community risk and community expectations to update existing Standard of Cover document

City of Watertown

Fiscal Year: 2018-19
Department: Fire
Account Code: A3410
Function: Public Safety

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 178,570	\$ 181,972	\$ 178,270	\$ 181,836
120 Clerical	37,368	38,110	37,972	31,095
130 Wages	4,676,150	4,636,992	4,123,964	3,994,124
140 Temporary	-	-	-	-
150 Overtime	489,042	720,217	570,000	760,000
155 Holiday Pay	193,427	187,949	175,000	171,825
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	12,596	12,884	12,500	15,000
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	18,000	17,700	17,400	17,400
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 5,605,153</u>	<u>\$ 5,795,824</u>	<u>\$ 5,115,106</u>	<u>\$ 5,171,280</u>
Equipment				
230 Vehicles	\$ 51,098	\$ -	\$ -	\$ -
250 Other Equipment	22,290	5,699	56,000	72,450
Total Equipment	<u>\$ 73,388</u>	<u>\$ 5,699</u>	<u>\$ 56,000</u>	<u>\$ 72,450</u>
Operating Expenses				
410 Utilities	\$ 35,361	\$ 37,504	\$ 49,000	\$ 43,900
420 Insurance	19,626	36,469	22,725	15,000
430 Contracted Services	64,979	49,703	74,085	68,585
440 Fees Non Employees	4,035	3,860	5,000	5,000
450 Miscellaneous	14,396	9,959	22,350	32,552
455 Vehicle Expenses	121,960	118,111	129,000	125,700
460 Materials and Supplies	26,979	28,879	34,500	35,500
465 Equipment < \$5,000	272,176	426,955	80,200	105,100
Total Operating Expenses	<u>\$ 559,512</u>	<u>\$ 711,440</u>	<u>\$ 416,860</u>	<u>\$ 431,337</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 5,887	\$ 6,289	\$ 6,057	\$ 2,853
820 NYS Police/Fire Retirement System	1,509,488	1,559,420	1,397,636	1,382,878
830 Social Security	406,876	421,108	391,300	395,597
840 Workers' Compensation	59,668	59,619	80,000	125,000
850 Health Insurance	991,563	986,789	1,154,871	1,193,863
Total Fringe Benefits	<u>\$ 2,973,482</u>	<u>\$ 3,033,225</u>	<u>\$ 3,029,864</u>	<u>\$ 3,100,191</u>
Department Total	<u><u>\$ 9,211,535</u></u>	<u><u>\$ 9,546,188</u></u>	<u><u>\$ 8,617,830</u></u>	<u><u>\$ 8,775,258</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Fire
Account Code: A3410
Function: Public Safety

FY 2018-19 Adopted Budget**Personal Services**

A.3410.0110	Salaries		
	Fire Chief	\$ 94,533	
	Deputy Fire Chief	<u>87,303</u>	\$ 181,836
A.3410.0120	Clerical		
	Secretary		31,095
A.3410.0130	Wages		
	Battalion Fire Chief (4)	315,080	
	Fire Captain (13)	859,353	
	Firefighter (49) *	2,746,215	
	Firefighter (4) **	65,476	
	Out of Rank	<u>8,000</u>	3,994,124
A.3410.0150	Overtime		760,000
A.3410.0155	Holiday Pay		171,825
A.3410.0175	Health Insurance Buyout		15,000
A.3410.0190	EMT Incentive		<u>17,400</u>
	Total Personal Services		<u>\$ 5,171,280</u>

Equipment

A.3410.0250	Other Equipment > \$5,000		
	Thermal Camera	\$ 9,000	
	Handheld Pulse CO-Oximeter	5,950	
	Washer and Dryer	<u>57,500</u>	\$ 72,450
	Total Equipment		<u>\$ 72,450</u>

Operating Expenses

A.3410.0410	Utilities		
	Telephone	\$ 8,500	
	Westelcom	7,500	
	Gas	10,500	
	Water and Sewer	6,900	
	Electric	<u>10,500</u>	\$ 43,900
A.3410.0420	Insurance		15,000

** Four firefighter positions are contingent upon acceptance of a 2017 SAFER grant and an approximate February 16, 2019 hire date.

City of Watertown**Fiscal Year: 2018-19****Department: Fire****Account Code: A3410****Function: Public Safety**

		<u>FY 2018-19 Adopted Budget</u>	
A.3410.0430	Contracted Services		
	Testing Fire Apparatus	5,800	
	Printing, Copy Machine Service	4,000	
	Tools, Equipment and Repairs	6,000	
	Fire Alarm Monitoring	1,600	
	Miscellaneous Bldg. Repairs	9,000	
	Mill Street Station Rear Entrance Vestibule Roof	5,000	
	Electric, Plumbing/HVAC Repairs	5,000	
	Radio Repair and Service	7,500	
	Fit Testing Machine Rental	1,000	
	Testing/Repair SCBA Equipment	2,800	
	Hardware/Software Maintenance	8,000	
	Generator Service	1,500	
	EMT Training Program	8,385	
	SCBA Compressor Maintenance	3,000	68,585
A.3410.0440	Fees, Non Employee		
	Physicals, OSHA Testing		5,000
A.3410.0450	Miscellaneous		
	Dues, Memberships	1,000	
	Arson In-Service	1,800	
	Technical Rescue Training	3,000	
	Tuition	2,500	
	Books and Publications	1,250	
	Shipping	750	
	Travel Reimbursement	3,500	
	Misc. Academy Training	3,000	
	Academy Training - SAFER grant *	11,452	
	Hats, Badges, Clothing	4,300	32,552
A.3410.0455	Vehicle Expenses		
	Fire Apparatus Parts/Repairs	57,000	
	DPW Repairs, Gas and Oil	18,700	
	Automobile Parts, Repairs	7,500	
	Diesel Fuel and Additive	26,000	
	Insurance	16,500	125,700
A.3410.0460	Materials and Supplies		
	Office Supplies	1,000	
	Maintenance and Cleaning Supplies	18,000	

* Appropriation contingent upon acceptance of a 2017 SAFER grant for four new firefighters

City of Watertown

Fiscal Year: 2018-19
Department: Fire
Account Code: A3410
Function: Public Safety

		<u>FY 2018-19 Adopted Budget</u>	
A.3410.0460	Materials and Supplies continued		
	Training Supplies	2,400	
	Chemicals for Extinguishers	400	
	Medical Supplies	4,900	
	Foam	500	
	Parts and Materials for Small Equipment	2,000	
	Air Filters HVAC Units	500	
	Fire Prevention Bureau Publications / Supplies	<u>5,800</u>	35,500
A.3410.0465	Equipment < \$5,000		
	Turnout Gear (18)	45,000	
	Turnout Gear (4 - SAFER grant) *	18,500	
	Uniforms (4 - SAFER grant) *	3,600	
	Computers (6)	6,000	
	Boots (10)	4,000	
	Gloves, Face Pieces, Hoods	6,000	
	Fire Helmets (10)	4,000	
	Life Rope, Hose, Nozzles, Ropes	7,000	
	Fire Investigation Equipment	1,000	
	Response Truck Equipment	2,000	
	Technical Rescue Equipment	2,000	
	Hazardous Monitoring Equipment	2,000	
	Pumper Tools	2,000	
	Truck Tools	<u>2,000</u>	105,100
	Total Operating Expenses		<u>431,337</u>
Fringe Benefits			
A.3410.0810	New York State Employees' Retirement System	\$	2,853
A.3410.0820	New York State Police/Fire Retirement System **		1,382,878
A.3410.0830	Social Security **		395,597
A.3410.0840	Workers' Compensation		125,000
A.3410.0850	Health Insurance **		<u>1,193,863</u>
	Total Fringe Benefits	\$	<u>3,100,191</u>
TOTAL BUDGET		\$	<u><u>8,775,258</u></u>

* Appropriation contingent upon acceptance of 2017 SAFER grant for four new firefighters

** Fringe Benefit line items include amounts that are contingent upon acceptance of a 2017 SAFER grant for four new firefighters (A.3410.0820 = \$13,274; A.3410.0830 = \$5,205 and A.3410.0850 = \$21,098)

Fiscal Year 2018-19
Vehicles and Equipment



Thermal Camera

\$9,000

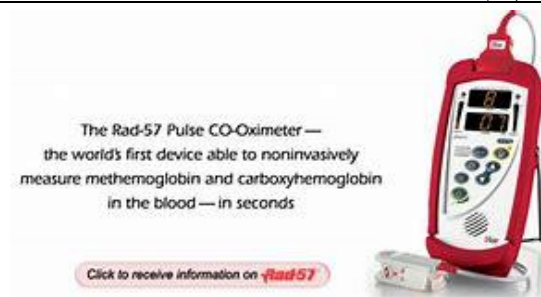


This camera will come complete with a truck charger, spare battery and lanyard to attach the camera to the user. This camera will be assigned to Engine 3 which currently does not have a thermal camera assigned that has the capabilities and efficiency of this Engine Company by allowing personnel to “see through” smoke. This camera has other advantages that our older cameras do not have based on the technology at the time of purchase.

Handheld Pulse CO-Oximeter (RAD-57)

\$5,950

This monitoring device is utilized to measures blood gas levels of the person being evaluated for exposure to Carbon Monoxide, the presence of which if found in the products of combustion. This device will be carried on the Battalion Chief vehicle and utilized at fire scenes to evaluate our employees for potential exposure to byproducts of combustion which may need to be treated at a medical facility.



Fiscal Year 2018-19
Vehicles and Equipment



Washer/ Extractor and Gear Dryer – Quantity (3)

\$57,500

The fire department was authorized to apply for funds through the Assistance to Firefighter Grant Program, (AFG) for the purchase of three gear washer/extractors and three gear dryers. The City's match is \$5,749 if this project is funded through the grant. If there is no grant award this equipment will need to be funded through the normal budget process. The intent is to have one in each of the fire stations so that our members can laundry their personal protective gear in a manner that reduces potential cross contamination between the gear and the individual. Cancer is becoming the leading cause of firefighter's death and routine laundering of protective gear has been found to reduce exposure to members.

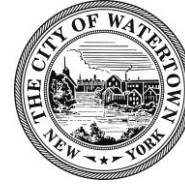


Having a front load, programmable washer/extractor meet the recommendations of NFPA 1851 to include adjustments in wash and rinse water temperatures and extract speeds dependent on what is being laundered. Excessive extractor speeds can damage the vapor barrier of the turnout gear. This reduces the effectiveness of the PPE shortening the life of the gear and compromising the safety of the garment. This machine has the capacity to launder three sets of gear at the same time, thus

reducing the amount of time that contaminated gear goes untreated.

The second component of is the acquisition of gear dryers. Currently members hang their gear in the station or outdoors. Excessive exposure to sunlight damages the material shortening the life of the gear. It can take a day or longer to adequately dry the gear. One of our current concerns is our members wearing gear that is damp, and entering a fire situation whereby the water trapped in the garment is converted to steam causing burn injuries. This dryer cabinet has the capacity of drying six sets of turnout gear, thus having the ability that all three dryers can condition 18 sets of gear.



City of Watertown**Fiscal Year: 2018-19****Department: Animal Control****Account Code: A3510****Function: Public Safety**

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

The City has contracted with Loomacres Wildlife Management to conduct crow harassment activities since the winter of 2011-2012. Loomacres visits the City several times each winter to conduct dispersal activities with efforts focused at reducing flock sizes concentrated in one location and directing flocks out of the city. A variety of non-lethal harassment techniques, such as pyrotechnics, lasers, spotlights, distress callers, and other sensory harassments, is used to break up the crow flocks that roost in the City and minimize the nuisance the crows create. During the 2015-2016 hazing season, Loomacres initiated the reinforcement of non-lethal harassment with lethal means.

2017-18 Accomplishments:

- ✓ During 2017, the Jefferson County Dog Warden received 614 trouble calls within the City and 145 dogs were impounded for city violations, which resulted in 18 appearance tickets issued for City Court. There were 20 adoptions by City Residents from the shelter. City Police were assisted with 8 cruelty investigations as well as 1 drug raid. Inquiries were made on 120 delinquent dog licenses and 5 appearance tickets were issued to City Court from this program.
- ✓ During the 2016-2017 crow management program, 21 sighting reports were filed and 87,950 crows were harassed over 66 harassment instances. There were 93 pyrotechnics and 37 laser/distress deterrents used with a total number of 2 lethal crow takes.

2018-19 Goals and Objectives:

- Monitor the County's response to canine nuisance complaints, and stray and/or abandoned dogs
- Continue a crow dispersal program using a private contractor

City of Watertown**Fiscal Year: 2018-19****Department: Animal Control****Account Code: A3510****Function: Public Safety**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	98,719	103,057	101,231	100,897
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 98,719</u>	<u>\$ 103,057</u>	<u>\$ 101,231</u>	<u>\$ 100,897</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 98,719</u></u>	<u><u>\$ 103,057</u></u>	<u><u>\$ 101,231</u></u>	<u><u>\$ 100,897</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Animal Control
Account Code: A3510
Function: Public Safety

FY 2018-19 Adopted Budget

Operating Expenses

A.3510.0430

Contracted Services

Dog Control Services

\$ 95,500

Crow Dispersal Services

5,397

\$ 100,897

Total Operating Expenses

\$ 100,897

TOTAL BUDGET

\$ 100,897

City of Watertown

Fiscal Year: 2018-19
Department: Code Enforcement
Account Code: A3620
Function: Public Safety



Description: The Bureau of Code Enforcement follows and enforces Local and State regulations pertaining to life safety and the general welfare of the public. The Code Enforcement staff consists of the Supervisor, two officers, two Fire personnel and one aide. This department works continually with all City departments, as well as County and State agencies and private organizations in the interest of health, safety and the general progress of quality of life in the City of Watertown. There were 627 Building and Maintenance & Repair Permits issued last year, having an approximate construction value of \$32,267,715. Additionally, this office processed 31 Sign Permits, 66 Heating Permits, 58 Plumbing Permits, 86 Fence Permits, 2 Certificates of Occupancy, and 45 Certificates of Compliance, generating total permit revenue of \$64,393. This office fielded and investigated over 1,000 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure. 572 violation notices were issued.

2017-18 Accomplishments:

- ✓ Finalized the inspections of the following projects:
 - 89-99 Public Square – Lincoln Building Rehabilitation – 1st floor
 - Samaritan Medical Center (Various Projects)
 - MRI Space
 - Labor and Delivery Recovery
 - 81 Public Square – Spokes
 - 268 Bellevue Avenue South – Roth Building
 - 120 Factory Street - Northern Federal Credit Union Fitness Center
 - 131 Washington Street – NNY Philanthropy Center, LLC
 - 130 Court Street – 3rd Floor Former Empsall's into Brighton Apts./Elevator Shaft
 - HKBBE Apartments Housing DFC Demo Interior/Level I
 - Alteration to include:
 - 1010 Washington Street – Centennial Apartments
 - 105 Washington Street - Bugbee Apartments
 - 130 Court Street – Brighton Apartments
 - 206 Franklin Street – Olympic Apartments
 - 206 State Street – Henry Keep Apartments
 - Cold Black River LLC – Apartment Rehab/Revitalizations to include:
 - 309 Mill Street (not finalized)
 - 152 Academy Street
 - 536 Emerson Street
 - 272 Mullin Street
 - 550 Coffeen Street
 - 1445 Washington Street – Watertown Animal Hospital
 - 1240 Arsenal Street – Goodyear

City of Watertown

Fiscal Year: 2018-19

Department: Code Enforcement

Account Code: A3620

Function: Public Safety



2017-18 Accomplishments continued:

- 968 Bradley Street – Rehab for Tenants – JRC and UPS Store
- 238 Arsenal Street - North Country Family Health Center - Refurbish/Alterations
- 1283 Arsenal Street – Perfection Nail Salon – Relocation/Renovation
- 123 Coleman Avenue - Rainbow Restoration – Renovation/Addition
- 1050 Arsenal Street – Tully’s
- 444 Vanduzee Street – Jade Stone Engineering - Renovation

- ✓ Addressed blight removal and public safety hazards through the NYS Property Maintenance Code. Properties demolished and slated for demolition include:
 - 703, 707-09 and 716 Washington Street
 - Demo of City owned properties at 158 & 166 Academy Street
- ✓ Worked with property owners on various construction/remodeling projects.

2018-19 Goals and Objectives:

- Continue the inspection of the following projects:
 - 1425 Washington Street – Sisters of Street Joseph Addition – Phase II
 - Samaritan Medical Center(Various Projects)
 - Cancer Center Addition
 - MRI/Radiology
 - Loading Dock
 - 105 Court Street – TV 50 Relocation
 - 113 Main Street – Hilltop Towers – Bus Svc. Enclosed Entry/Renovations
- Work on blight removal through the NYS Property Maintenance Code.
 - 533 Morrison Street – Deteriorated Rear Structure
- Work with property owners on various construction/remodeling projects.
- Automate Code Enforcement processes via a collaborative software solution.
 - Accela Software Implementation to include:
 - Rental Registration
 - Vacant Building Registration (Zombie Properties)
 - Permits, Violations, Reporting, Plan Review, etc.

City of Watertown**Fiscal Year: 2018-19****Department: Code Enforcement****Account Code: A3620****Function: Public Safety**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 67,214	\$ 68,126	\$ 67,677	\$ 69,031
120 Clerical	44,108	44,999	37,090	30,678
130 Wages	115,536	118,153	137,452	168,444
140 Temporary	932	481	-	-
150 Overtime	501	665	2,500	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	2,406	-	-	-
175 Health Insurance Buyout	2,800	(775)	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 233,497</u>	<u>\$ 231,649</u>	<u>\$ 244,719</u>	<u>\$ 270,653</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ 27,500	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 27,500</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 356	\$ 594	\$ 400	\$ 3,300
420 Insurance	-	-	-	-
430 Contracted Services	246,586	133,660	107,208	96,180
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	7,114	8,510	9,600	9,600
455 Vehicle Expenses	7,337	6,173	10,750	9,625
460 Materials and Supplies	145	798	1,000	1,000
465 Equipment < \$5,000	1,587	7	2,000	2,000
Total Operating Expenses	<u>\$ 263,125</u>	<u>\$ 149,742</u>	<u>\$ 130,958</u>	<u>\$ 121,705</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 36,362	\$ 37,867	\$ 36,480	\$ 40,432
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,886	16,620	18,721	20,704
840 Workers' Compensation	-	708	-	18,000
850 Health Insurance	43,041	51,546	78,896	85,301
Total Fringe Benefits	<u>\$ 96,289</u>	<u>\$ 106,741</u>	<u>\$ 134,097</u>	<u>\$ 164,437</u>
Department Total	<u><u>\$ 592,911</u></u>	<u><u>\$ 488,132</u></u>	<u><u>\$ 537,274</u></u>	<u><u>\$ 556,795</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Code Enforcement
Account Code: A3620
Function: Public Safety

FY 2018-19 Adopted Budget**Personal Services**

A.3620.0110	Salaries		
	Code Enforcement Supervisor	\$	69,031
A.3620.0120	Clerical		
	Secretary		30,678
A.3620.0130	Wages		
	Sr. Code Enforcement Officer	61,626	
	Code Enforcement Officer	57,518	
	Building Safety Inspector *	49,300	168,444
A3620.0150	Overtime		2,500
	Total Personal Services	\$	270,653

Operating Expenses

A.3620.0410	Utilities		
	Cell Phones and Tablet Data Plans	\$	3,300
A3620.0430	Contracted Services		
	Health Officer	1,200	
	Printing	400	
	Blight Removal/Demolitions	75,000	
	Title Searches	800	
	Copier Lease	2,350	
	Copier Maintenance and Supplies	1,260	
	Accela - AA User Licenses	14,670	
	Tire Disposal	500	96,180
A.3620.0450	Miscellaneous		
	Travel and Training	7,200	
	NFPA Software License	1,500	
	Dues	300	
	Safety Gear/Supplies	600	9,600
A.3620.0455	Vehicle Expenses		
	Gasoline	4,500	
	Insurance	1,125	
	Maintenance	4,000	9,625
A.3620.0460	Materials and Supplies		
	Property Securing Materials		1,000

* Building Safety Inspector is a full-time position projected to start in Fiscal Year 2018-19 and replace the current Code Enforcement Aide position

City of Watertown

Fiscal Year: 2018-19
Department: Code Enforcement
Account Code: A3620
Function: Public Safety

FY 2018-19 Adopted Budget

A.3620.0465	Equipment < \$5,000	
	Computers (2)	<u>2,000</u>
	Total Operating Expenses	<u>\$ 121,705</u>
Fringe Benefits		
A.3620.0810	New York State Employees' Retirement System	\$ 40,432
A.3620.0830	Social Security	20,704
A.3620.0840	Workers' Compensation	18,000
A.3620.0850	Health Insurance	<u>85,301</u>
	Total Fringe Benefits	<u>\$ 164,437</u>
	TOTAL BUDGET	<u><u>\$ 556,795</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Building and Grounds Maintenance****Account Code: A5010****Function: Transportation**

Description: This is an eight-month account, having a total of 8 full time employees responsible for the repair and maintenance of all departmental owned buildings, grounds and facilities. This unit is responsible for the maintenance and upkeep of the pavilions and public restrooms located within the J.B. Wise parking lot, the Marble Street Park and the Veterans' Memorial Walkway. Grounds maintenance performed by this unit consists of mowing, trash disposal, trimming and weeding of abandoned parcels acquired from tax sale deeds, the City's 78 acre landfill and all downtown parks and walkways. This crew is also responsible for the maintenance of over 3,000 street trees and 1,600 park trees located throughout the City of Watertown. Maintenance responsibilities include the annual pruning of over 800 small diameter trees, the removal and trimming of larger diameter trees and the planting, mulching and watering of 200-250 trees each spring. In addition to this maintenance work, the crew performs numerous other tasks, ranging from fountain maintenance, to the placement of the downtown area holiday decorations, to establishing traffic control for various community events. In 2017, this division responded to 171 Code Enforcement orders ranging from mowing yards, to shoveling sidewalks, to private tree removal, to board up windows and doors, removing infested/ contaminated/ unsanitary personal affects, refuse and debris from private homes.

2017-18 Accomplishments:

- ✓ Facilitated the City's Urban Forestry Plan by supporting and planting of 175 new street trees, by pruning 900 trees, and removing 39 trees throughout the course of the year.
- ✓ Assisted the sewer crew in clearing sections of the North Side Trunk Sewer right-of-way, the drainage ditch on Hudson Lane and the Haney Street "Rock Hole" surface water catchment.
- ✓ Assisted Parks & Recreation with the demolition and removal of the old Thompson Park playground structure and site work preparation for the new playground.
- ✓ Recommissioned the Lachenauer Fountain after needed masonry, painting and plumbing repairs were completed.
- ✓ Implemented a maintenance schedule for Factory Street due to the reconstruction project that added islands, trees and green areas.

2018-19 Goals and Objectives:

- Support the City's Urban Forestry Plan with the implementation of the Emerald Ash Borer Management Plan.
- Implement the second phase of the MS4 recognized Best Management Practices for Stream/Stormwater Maintenance consisting of the clearing and delineation of the streambeds along sections of Kelsey Creek and that portion of Oily Creek between Leray Street and Mill Street.
- Clear and grub-brush from top edge at the City owned quarry to contain future dump spoils.
- Send two employees to attend an approved training course to earn their Pesticide Certification.
- Oversee the masonry repairs to the brick walls and repairs to the concrete stairs at Strauss Memorial Walkway.
- Work with the Planning Department to develop a preventive maintenance plan for powder coating of the existing deteriorated streetscape furniture and repainting of the Kiosks structures.

City of Watertown**Fiscal Year: 2018-19****Department: Buildings and Grounds Maintenance****Account Code: A5010****Function: Transportation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 42,583	\$ 41,807	\$ 44,761	\$ 45,656
120 Clerical	-	-	-	-
130 Wages	114,580	131,660	141,333	164,925
140 Temporary	42,843	38,441	53,200	57,500
150 Overtime	4,568	4,793	5,000	7,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	(1,725)	1,005	-	1,005
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 202,849	\$ 217,706	\$ 244,294	\$ 276,586
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	9,378	-	-	-
Total Equipment	\$ 9,378	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 4,367	\$ 4,791	\$ 5,140	\$ 5,280
420 Insurance	2,765	615	650	3,825
430 Contracted Services	3,685	26,154	17,363	24,363
440 Fees Non Employees	1,465	1,661	2,450	2,700
450 Miscellaneous	1,453	1,528	7,950	5,250
455 Vehicle Expenses	47,345	38,142	48,500	51,550
460 Materials and Supplies	31,141	32,381	36,850	35,350
465 Equipment < \$5,000	4,715	1,987	4,700	18,500
Total Operating Expenses	\$ 96,936	\$ 107,259	\$ 123,603	\$ 146,818
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 31,439	\$ 25,545	\$ 30,507	\$ 32,371
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	14,785	16,025	18,687	21,159
840 Workers' Compensation	42,981	37,500	45,000	44,000
850 Health Insurance	40,775	40,811	52,250	60,156
Total Fringe Benefits	\$ 129,980	\$ 119,881	\$ 146,444	\$ 157,686
Department Total	\$ 439,143	\$ 444,846	\$ 514,341	\$ 581,090

City of Watertown

Fiscal Year: 2018-19
Department: Buildings and Grounds Maintenance
Account Code: A5010
Function: Transportation

FY 2018-19 Adopted Budget**Personal Services**

A.5010.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67) *	\$	45,656
A.5010.0130	Wages		
	Crew Chief (1 @ .67) *	\$	32,093
	Motor Equipment Operator (1 @ .67) *		28,026
	Municipal Worker I (4 @ .67) *		76,780
	Tree Trimmer (1 @ .67) *		28,026
			164,925
A.5010.0140	Temporary		57,500
A.5010.0150	Overtime		7,500
A.5010.0175	Health Insurance Buyout		1,005
	Total Personal Services	\$	276,586

Operating Expenses

A.5010.0410	Utilities		
	Water/Sewer	\$	1,800
	Monument, Cemetery, Flag and Sign Lighting		950
	Clinton and Marble St Park Lighting		1,050
	Tablet Air Card		480
	Verizon Cell Phone		400
	Veterans' Memorial Walkway Lights		600
			5,280
A.5010.0420	Insurance		3,825
A.5010.0430	Contracted Services		
	GPS Tracking (3)		713
	Material Disposal		1,500
	Repairs/Maintenance on Equipment		1,500
	Misc. Building and Grounds Maintenance		1,400
	Restroom Doors Veteran's Memorial Walkway		4,000
	Masonry Repairs Strauss Walkway		3,000
	Kelsey Creek Beaver Control		750
	Private Property Cleanup		5,000
	Telescopic Rental		4,500
	Miscellaneous Equipment Rental		2,000
			24,363
A.5010.0440	Fees, Non Employees		
	Employee Testing		1,700
	Employee Vaccinations		1,000
			2,700

* Split between A.5010 (67%) and A5142 (33%).

City of Watertown**Fiscal Year: 2018-19****Department: Buildings and Grounds Maintenance****Account Code: A5010****Function: Transportation**

		<u>FY 2018-19 Adopted Budget</u>	
A.5010.0450	Miscellaneous		
	Safety Shoes/Jackets/Related Equipment	2,700	
	Tree Trimmer Training Certification (3)	300	
	Pesticide Recertification	450	
	Safety Training/Seminars/PESH	1,800	5,250
A.5010.0455	Vehicle Expenses		
	Insurance	7,150	
	Vehicle Maintenance and Repairs	20,000	
	Routine Preventive Maintenance	2,100	
	Skid Steer Tires (1-93)	1,000	
	Replace Dumpbox Cab Shield & Paint (1-95)	4,800	
	Bucket Truck Cert and Bushing Repair	1,500	
	Gas and Diesel Fuel	15,000	51,550
A.5010.0460	Materials and Supplies		
	Waferboard Codes Orders	550	
	Restroom Supplies (x 3)	2,500	
	Restroom Fixtures	1,500	
	Top Soil, Crusher Run etc.	5,000	
	Ropes and Related Equipment	1,000	
	Annual Tree Replacement Program	12,750	
	Replacement Parts and Supplies for Mowers, Trimmers, Chainsaws, etc.	3,500	
	Park Furniture Repairs	2,000	
	Flowers, Bulbs, Mulch	1,800	
	Small Hand Tools	2,000	
	Dogi-Pot Pet Station Supplies	250	
	Miscellaneous Supplies	2,500	35,350
A.5010.0465	Equipment < \$5,000		
	Landscape Trailer (7' x 16')	3,900	
	Angle Broom for Skid Steer (68")	4,800	
	Bollard Replacement Public Square	3,000	
	Park Bench Replacement Public Square (2)	2,500	
	Security Locks JB Wise & Marble St	3,000	
	Weedwackers (4)	1,300	18,500
	Total Operating Expenses		<u>\$ 146,818</u>

City of Watertown**Fiscal Year: 2018-19****Department: Buildings and Grounds Maintenance****Account Code: A5010****Function: Transportation****FY 2018-19 Adopted Budget****Fringe Benefits**

A.5010.0810	New York State Employees' Retirement System	\$	32,371
A.5010.0830	Social Security		21,159
A.5010.0840	Workers Compensation		44,000
A.5010.0850	Health Insurance		<u>60,156</u>
	Total Fringe Benefits	\$	<u>157,686</u>
	TOTAL BUDGET	\$	<u><u>581,090</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Maintenance of Roads****Account Code: A5110****Function: Transportation**

Description: This is an eight-month account, having a total of 14 budgeted full time employees responsible for in-house maintenance, overlay and rebuilding of 100 miles of accepted City streets, all associated concrete curbing and sidewalk/crosswalk construction as well as the demolition of unsafe structures on properties acquired by the City. Funding for street maintenance and repair is primarily provided through the Consolidated Highway Improvement Program (CHIPS) administered by NYSDOT. Capital Project CHIPS funding for State Fiscal Year 2017-18 is \$581,605, \$132,817 PAVE NY Funding and \$83,025 under Extreme Winter Recovery (EWR). This account is also responsible for street sweeping which includes the initial removal of the accumulated winter ice control road mix from the City streets, public parking lots and numerous City owned facilities. Following the initial cleanup, scheduled sweeping continues throughout the season with the average street being swept up to seven times, while the downtown business district is serviced weekly. A total of 2,454 miles of travel ways were swept in 2017.

2017-18 Accomplishments:

- ✓ Reconstructed the 1100 block of Gill Street.
- ✓ Completed paving of the 800 & 900 blocks of West Main Street.
- ✓ Rehabilitated sidewalk and 22 pedestrian curb ramps in various locations throughout the city.
- ✓ Worked in conjunction with the Planning Department rehabilitating 9 curb ramps through the Community Development Block Grant (CDBG) program as well as completed the guiderail and asphalt walkway along the Black River on Huntington Street trail.
- ✓ Installed 215-lf of new guide rail along Huntington Street with assistance from the Jefferson County Highway Department.
- ✓ Washington Street Road Diet Project; Removed existing road paint and aligned/poured new pedestrian curb ramps at Barben Avenue along with removal and constructing new sidewalk for Watertown High School.
- ✓ Placed 340-lf of concrete pin-on curbing for the Jefferson County Highway Department in the Hamlet of Burrville; demolished and re-poured the driveway approach/sidewalk for the Jefferson County DSS Building.
- ✓ Paved \pm 5,200-lf of roadway and placed \pm 1,240-lf of concrete pin-on curbing.

2018-19 Goals and Objectives:

- Progress, with CDBG, curb ramp installations in various locations throughout the city.
- Reconstruct 1000-lf of Knickerbocker Drive.
- Continue Street Paving, Pin-On Curb and Curb Ramp Construction Program as detailed in our Capital Budget Schedule.
- Continue to coordinate the design and construction work with the Engineering Department in order to meet the scheduled implementation of the ADA requirements associated with the United States Access Board's "Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way" better known as "PROWAG."

City of Watertown**Fiscal Year: 2018-19****Department: Maintenance of Roads****Account Code: A5110****Function: Transportation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 44,068	\$ 43,318	\$ 44,761	\$ 45,656
120 Clerical	-	-	-	-
130 Wages	282,010	284,892	340,215	358,900
140 Temporary	-	1,920	7,000	7,000
150 Overtime	282	795	1,000	2,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	(528)	1,876	2,800	3,752
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 325,832	\$ 332,801	\$ 395,776	\$ 417,308
Equipment				
230 Vehicles	\$ 27,312	\$ -	\$ -	\$ -
250 Other	6,750	-	-	18,000
Total Equipment	\$ 34,062	\$ -	\$ -	\$ 18,000
Operating Expenses				
410 Utilities	\$ 68	\$ 31	\$ 1,006	\$ 456
420 Insurance	5,479	750	300	5,775
430 Contracted Services	662	1,896	39,738	91,414
440 Fees Non Employees	810	1,495	900	900
450 Miscellaneous	2,967	2,565	5,475	5,475
455 Vehicle Expenses	94,074	87,268	116,500	113,850
460 Materials and Supplies	47,411	54,562	85,000	95,500
465 Equipment < \$5,000	4,636	3,732	1,100	3,500
Total Operating Expenses	\$ 156,107	\$ 152,299	\$ 250,019	\$ 316,870
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 60,229	\$ 51,484	\$ 54,714	\$ 58,062
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,583	24,118	30,276	31,925
840 Workers' Compensation	28,148	83,449	45,000	25,000
850 Health Insurance	83,881	81,103	107,867	125,164
Total Fringe Benefits	\$ 195,841	\$ 240,154	\$ 237,857	\$ 240,151
Department Total	\$ 711,842	\$ 725,254	\$ 883,652	\$ 992,329

City of Watertown

Fiscal Year: 2018-19
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation

FY 2018-19 Adopted Budget**Personal Services**

A.5110.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67) *	\$	45,656
A.5110.0130	Wages		
	Crew Chief (3 @ .67) *	\$	96,279
	Heavy Equipment Operator (2 @ .67)*		63,629
	Motor Equipment Operator (6 @ .67)*		156,973
	Municipal Worker I (2 @.67)*		42,019
			358,900
A.5110.0140	Temporary		7,000
A.5110.0150	Overtime		2,000
A.5110.0175	Health Insurance Buyout		3,752
	Total Personal Services	\$	417,308

Equipment

A.5110.0250	Other Equipment		
	Asphalt Cold Planer (24") **		18,000
	Total Equipment	\$	18,000

Operating Expenses

A.5110.0410	Utilities		
	Cell Phone and Aircard	\$	456
A.5110.0420	Insurance		5,775
A.5110.0430	Contracted Services		
	GPS Tracking (6)		1,664
	Bridge Inspections and Repairs		7,500
	Bridge Sealing and Maintenance		55,000
	Material Disposal		4,000
	Miscellaneous Equipment Repairs		2,000
	Mechanical Sweeper Rental		20,000
	Outside Equipment Rentals		1,250
			91,414
A.5110.0440	Fees, Non Employees		
	Employee Testing		900
A.5110.0450	Miscellaneous		
	Membership Dues		75
	Safety Shoes, Apparel and Related Materials		2,800
	Training/PESH		2,600
			5,475

* Split between A.5110 (67%) and A.5142 (33%).

** To be funded by CHIPS

City of Watertown**Fiscal Year:****2018-19****Department:****Maintenance of Roads****Account Code:****A5110****Function:****Transportation****FY 2018-19 Adopted Budget**

A.5110.0455	Vehicle Expenses		
	Maintenance and Repairs	40,000	
	Routine Preventive Maintenance	6,000	
	Gas and Diesel Fuel	39,500	
	Sweeper/Paver Maintenance	8,000	
	Sweeper Brooms	3,500	
	Skid Steer Tires (1-92)	1,200	
	Insurance	15,650	113,850
A.5110.0460	Materials and Supplies		
	Small Tools	3,500	
	Blacktop and Related Materials - Road Patch Only	40,000	
	Top Soil, Crusher Run, etc.	5,000	
	Ready-mix Concrete	10,000	
	Materials for Concrete Forms	2,000	
	Milling Machine Bits	1,500	
	ADA Truncated Sidewalk Domes	20,000	
	Concrete Sealant	1,500	
	Roadsaver Sealant (Crack Sealer)	7,000	
	Work Zone Safety Devices	2,000	
	Miscellaneous Supplies	3,000	95,500
A.5110.0465	Equipment < \$5,000		
	Computer	1,000	
	Plate Compactor (23")	2,500	3,500
	Total Operating Expenses		\$ 316,870
Fringe Benefits			
A.5110.0810	New York State Employees' Retirement System	\$	58,062
A.5110.0830	Social Security		31,925
A.5110.0840	Workers Compensation		25,000
A.5110.0850	Health Insurance		125,164
	Total Fringe Benefits	\$	240,151
	TOTAL BUDGET	\$	992,329

A5110 – Road Maintenance

Fiscal Year 2018-19
Vehicles and Equipment



24" Asphalt Cold Planer

\$18,000

This is a request to purchase a new 24" asphalt planer. The planer attachment is a big asset in our daily operations with repairing roads. In 2017 the road crew logged over 300 hrs with our current 18" planer.



City of Watertown**Fiscal Year: 2018-19****Department: Snow Removal****Account Code: A5142****Function: Transportation**

Description: The thirty-eight (38) employees in this account within the Department of Public Works are responsible for the surface treatment, plowing and snow removal from 100 center lane miles of City Streets, Municipal Parking Lots and City Owned Sidewalks, as well as the placement and re-supply of approximately 40 sand barrels located throughout the City. Equipment assigned includes 4 medium duty spreader/plow combination units, 1 medium duty spreader unit, 7 heavy duty wing plows, (4 equipped with spreader units), 2 rotary blowers, 6 utility plows (1 with spreader unit), 3 skid-steer loaders, 1 multi-purpose unit and 4 front-end loaders. Overtime, Contract Hauling, Fuel and Road Salt figures in this account are based upon the 100-year average of 104.14 inches of snow per year whereas by comparison the previous 5-year average is 117.00 inches of snow per year. During the winter of 2017-2018 approximately 135.25 inches of snow fell, as compared to 99.25 inches received during the 2016-2017 season.

2017-18 Accomplishments:

- ✓ Replaced the Toolcat multi-purpose vehicle with a similar unit which is routinely deployed as the primary sidewalk plow in the business area.
- ✓ Factory refurbishment of our 2005 RPM Tech, Model TM 227 Tractor-Mounted Snowblower (1-80) to extend the expected service life by an additional 15-years.
- ✓ Continued to refine our operational protocol relative to incorporating salt brine and pre-wetted salt applications as a first response in our winter snow and ice control operations.
- ✓ Instituted a policy to clear crosswalk ramps at all signalized intersections and mid block crossings.

2018-19 Goals and Objectives:

- Reconfigure sidewalk snow removal equipment with rotary brooms and drop type salt spreaders to provide a cleaner walking surface while minimizing salt usage.
- Investigate the impact that the City's ADA transition plan will have on our current snow response plan and look at options on how best to address any protocol requirements.
- Evaluate snow removal requirements associated with the proposed Western Boulevard construction plans.

City of Watertown

Fiscal Year: 2018-19

Department: Snow Removal

Account Code: A5142

Function: Transportation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 44,565	\$ 47,863	\$ 44,092	\$ 44,974
120 Clerical	-	-	-	-
130 Wages	394,747	426,701	425,247	453,462
140 Temporary	-	-	-	-
150 Overtime	60,813	88,401	70,000	70,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	60	-	-	-
175 Health Insurance Buyout	3,370	3,267	3,724	4,191
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 503,555	\$ 566,232	\$ 543,063	\$ 572,627
Equipment				
230 Vehicles	\$ 36,003	\$ -	\$ -	\$ 42,000
250 Other	89,600	29,679	10,000	14,300
Total Equipment	\$ 125,603	\$ 29,679	\$ 10,000	\$ 56,300
Operating Expenses				
410 Utilities	\$ 3,809	\$ 4,652	\$ 5,724	\$ 5,624
420 Insurance	8,222	358	400	8,025
430 Contracted Services	27,911	24,110	27,917	31,123
440 Fees Non Employees	555	762	700	1,000
450 Miscellaneous	368	-	-	-
455 Vehicle Expenses	87,199	81,121	128,975	119,525
460 Materials and Supplies	131,388	194,305	200,700	200,700
465 Equipment < \$5,000	11,965	4,789	-	12,550
Total Operating Expenses	\$ 271,417	\$ 310,097	\$ 364,416	\$ 378,547
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 78,217	\$ 76,896	\$ 78,038	\$ 78,139
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	36,939	41,581	41,548	43,806
840 Workers' Compensation	10,511	62,253	20,000	10,000
850 Health Insurance	116,299	100,937	134,537	144,639
Total Fringe Benefits	\$ 241,966	\$ 281,667	\$ 274,123	\$ 276,584
Department Total	\$ 1,142,541	\$ 1,187,675	\$ 1,191,602	\$ 1,284,058

City of Watertown**Fiscal Year: 2018-19****Department: Snow Removal****Account Code: A5142****Function: Transportation****FY 2018-19 Adopted Budget****Personal Services**

A.5142.0110	Salaries		
	Street/Sewer Maintenance Supervisor (2 @ .33) *	\$	44,974
A.5142.0130	Wages		
	Crew Chief (6 @ .33) *, (1 @ .03) **	\$	96,741
	Heavy Equip Operator (3 @ .33) *		43,958
	Motor Equip Operator (12 @ .33) *		155,215
	Sign Maintenance Worker (2 @ .33) *		23,693
	Tree Trimmer (1 @ .33) *		13,804
	Refuse/Recycle MEO (2 @ .33) *		23,520
	Municipal Worker I (9 @ .33)*, (1 @ .03)**	<u>96,531</u>	453,462
A.5142.0150	Overtime		70,000
A.5142.0175	Health Insurance Buyout		<u>4,191</u>
	Total Personal Services	\$	<u>572,627</u>

Equipment

A.5142.0230	Vehicles		
	Pickup truck w/plow and liftgate (1-86)	\$	42,000
A.5142.0250	Other Equipment		
	11' Angle Plow (1-97P)	\$	6,800
	13' Right Side Wing (1-22)	<u>7,500</u>	<u>14,300</u>
	Total Equipment	\$	<u>56,300</u>

Operating Expenses

A.5142.0410	Utilities		
	Tablet Aircards	\$	480
	Water/Fire Service		252
	Natural Gas		1,500
	Electric		2,400
	Telephone/Alarm System		732
	Cell Phone	<u>260</u>	\$ 5,624
A.5142.0420	Insurance		8,025

* Split between either A.5110, A.8140, A.8160 or G.8120 (67%) and A.5142 (33%).

** Split between A.7110 (95%), A.7265 (2%) and A.5142 (3%).

City of Watertown**Fiscal Year: 2018-19****Department: Snow Removal****Account Code: A5142****Function: Transportation**

		<u>FY 2018-19 Adopted Budget</u>	
A.5142.0430	Contracted Services		
	GPS Tracking (6)	713	
	Internal Pipe Inspection (521C Newell St)	800	
	Replace Bottom Trip Edge	3,000	
	Annual Fire Alarm Monitoring	360	
	Overhead Door Preventive Maintenance (4)	500	
	Heat System Annual Maintenance Inspection	250	
	Heat System Repair	250	
	Private Haulers for Snow Removal	25,000	
	Small Engine Repair	<u>250</u>	31,123
A.5142.0440	Fees, Non Employees		
	Post Accident Employee Testing		1,000
A.5142.0455	Vehicle Expenses		
	Plow Tires and Wheels	2,200	
	Service and Repair Pickup Truck Plows	2,500	
	Sander Chains (4)	4,000	
	Rotary Blower Maintenance	5,000	
	Equipment Maintenance and Repair	50,000	
	Gas and Diesel Fuel	37,775	
	Preventive Maintenance	5,000	
	Insurance	<u>13,050</u>	119,525
A.5142.0460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	175,000	
	Patching Materials	5,000	
	Top Soil for Margin Repairs	2,000	
	Cutting Edges and Bolts	10,000	
	Wing Braces, Slides, Trip Blocks	6,000	
	Snow Dump Maintenance Materials	2,500	
	Miscellaneous Hand Tools/Supplies	<u>200</u>	<u>200,700</u>
A.5142.0465	Equipment < \$5,000		
	Computer	1,000	
	Broom Attachment (1-09)	4,800	
	Drop Spreader (1-088)	5,000	
	60" Snow Blade for Skid Steer	<u>1,750</u>	<u>12,550</u>
	Total Operating Expenses		<u>\$ 378,547</u>

City of Watertown**Fiscal Year: 2018-19****Department: Snow Removal****Account Code: A5142****Function: Transportation****FY 2018-19 Adopted Budget****Fringe Benefits**

A.5142.0810	New York State Employees' Retirement System	\$	78,139
A.5142.0830	Social Security		43,806
A.5142.0840	Workers Compensation		10,000
A.5142.0850	Health Insurance		<u>144,639</u>
	Total Fringe Benefits	\$	<u>276,584</u>
	TOTAL BUDGET	\$	<u><u>1,284,058</u></u>

A5142 – Snow Removal

Fiscal Year 2018-19 Vehicles and Equipment



Pickup Truck with Plow and Liftgate (1-086) \$42,000

Vehicle 1-086 is a 1997 Ford F350, four wheel drive pickup with a plow and a small 1-yd³ material spreader that is used by Public Works in the small lots and on the bridges around the City. This truck when new was assigned to Thompson Park but was re-purposed to Public Works as a seasonal vehicle. Due to its age there is quite a bit of corrosion throughout the chassis. Specific parts, especially OEM, are becoming difficult to obtain due to the vehicles age. The truck will be replaced by a four wheel drive regular cab pickup with a snow plow and lift gate. The present sander unit will be mounted on one of the department's older four wheel drive pickup trucks.



A5142 – Snow Removal

Fiscal Year 2018-19 Vehicles and Equipment



11' Angle Plow (1-97P)

\$6,800

This recommendation is to purchase a replacement eleven foot angle blade for Medium Plow Spreader unit 1-097. The medium plow/spreader units are the City's first deployed assets for every winter event used to spread anti-icing material as needed for the roads and parking lots and plow off initial snow accumulations. The blade is worn and has had repeated stress failures in the framework due to fatigue. The cost estimate for repairing the worn/damaged components of the plow is 60-70% of the replacement price.



13' Right Side Wing (1-22)

\$7,500

This recommendation is to purchase a replacement thirteen foot snow wing for Heavy Wing Plow 1-022. The existing wing is worn beyond repair. Plow 1-022 is a primary piece of snow equipment assigned to the North Side of the City during winter events.



City of Watertown
Fiscal Year: 2018-19
Department: Hydroelectric Production
Account Code: A5184
Function: Home and Community Services



Description: This account covers costs associated with daily operation and maintenance of the City's Hydroelectric facility. The operation and maintenance of the hydro plant is a service provided under contract by Upstate Testing & Control which is responsible for the day-to-day operation of the plant in conformance with our FERC permit and maintenance of the generators, switchgear, relays, bypass pumps, computers, monitoring equipment (both in the plant and on the river), and all other facilities required to produce electricity for City use and resale. The goal for this department is to monitor operations to maximize power production from the plant within the limits imposed by the requirements of the FERC permit. During Fiscal Year 2016-2017, generation totaled 26,091,297 kwh which is up from 22,548,278 kwh during Fiscal Year 2015-2016.

2017-18 Accomplishments:

- ✓ Repair of trash rack in front of sluice gates.
- ✓ Dry ice blast clean all turbine windings.
- ✓ Installation of six security camera
- ✓ Start resurfacing intake chambers on units #1 and #2

2018-19 Goals and Objectives:

- Resurface intake chamber on unit #3.
- Resurface canal spillway wall.
- Install last security camera at head gate.
- Upgrade entire excitation system.
- Perform building upgrades.

City of Watertown**Fiscal Year: 2018-19****Department: Hydroelectric Production****Account Code: A5184****Function: Home and Community Services**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 9,027	\$ 20,985	\$ 8,976	\$ 34,818
120 Clerical	-	-	-	-
130 Wages	9,740	10,409	10,508	10,987
140 Temporary	-	-	-	-
150 Overtime	681	68	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 19,448</u>	<u>\$ 31,462</u>	<u>\$ 19,484</u>	<u>\$ 45,805</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 1,327	\$ 1,358	\$ 1,700	\$ 1,500
420 Insurance	8,965	10,837	11,400	9,250
430 Contracted Services	274,596	258,443	265,200	265,200
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	226	406	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	567	-	-
465 Equipment < \$5,000	1,720	7,573	21,000	12,000
Total Operating Expenses	<u>\$ 286,834</u>	<u>\$ 279,184</u>	<u>\$ 299,300</u>	<u>\$ 287,950</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 2,919	\$ 2,558	\$ 2,404	\$ 6,466
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,435	2,331	1,491	3,504
840 Workers' Compensation	38,749	30,109	45,000	30,000
850 Health Insurance	4,304	4,240	4,190	7,568
Total Fringe Benefits	<u>\$ 47,407</u>	<u>\$ 39,238</u>	<u>\$ 53,085</u>	<u>\$ 47,538</u>
Department Total	<u><u>\$ 353,689</u></u>	<u><u>\$ 349,884</u></u>	<u><u>\$ 371,869</u></u>	<u><u>\$ 381,293</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Hydroelectric Production
Account Code: A5184
Function: Home and Community Services

FY 2018-19 Adopted Budget**Personal Services**

A.5184.0110	Salaries		
	Water Superintendent (.10)*	\$ 9,156	
	Civil Engineer I (.40) **	<u>25,662</u>	\$ 34,818
A.5184.0130	Wages		
	SCADA Technician (.20)***		<u>10,987</u>
	Total Personal Services		<u>\$ 45,805</u>

Operating Expenses

A.5184.0410	Utilities		
	Telephone	\$ 1,200	
	Electric (Huntington Dam)	<u>300</u>	\$ 1,500
A.5184.0420	Insurance		9,250
A.5184.0430	Contracted Services		
	Operations and Maintenance	236,700	
	Additional Service and Parts	15,000	
	FERC License Fee	<u>13,500</u>	265,200
A.5184.0465	Equipment < \$5,000		
	Security Equipment	2,000	
	Spare Cards	5,000	
	Spare Parts	<u>5,000</u>	<u>12,000</u>
	Total Operating Expenses		<u>\$ 287,950</u>

Fringe Benefits

A.5184.0810	New York State Employees' Retirement System	\$ 6,466	
A.5184.0830	Social Security		3,504
A.5184.0840	Workers Compensation		30,000
A.5184.0850	Health Insurance		<u>7,568</u>
	Total Fringe Benefits		<u>\$ 47,538</u>

TOTAL BUDGET

	<u>\$ 381,293</u>
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* Split between A.5184 (10%), F.8310 (45%) and G.8110 (45%).

** Split between A.1440 (60%) and A.5184 (40%).

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

City of Watertown**Fiscal Year: 2018-19****Department: Traffic Control and Lighting****Account Code: A5186****Function: Transportation**

Description: This account within the Department of Public Works is responsible for the care and maintenance of the traffic signage and roadway markings as well as the signal devices at the City's 39 controlled intersections. This division consists of three IBEW employees: the Line Crew Chief who is a time served Journeyman Lineman and Wireman as well as an International Municipal Signal Association (IMSA) Level II Traffic Signal Technician, two Line Workers II who are presently classified as Apprentice Lineman; and, two CSEA Traffic Sign Maintenance Workers. This division is also assigned the maintenance of the lighting systems at the City owned parking lots and recreational facilities, including the Fairground's baseball and multipurpose field lighting. In addition, the IBEW employees maintain all external and internal lighting and electrical requirements at City owned facilities.

2017-18 Accomplishments:

- ✓ Installed transfer switch and feeders from Sewage Treatment Sludge building to Maintenance/Blower building.
- ✓ Removed and installed road markings for both Washington Street and Main Street West Road Diet programs.
- ✓ Installed 200 amp service for Vanduzee Street Lift Station.
- ✓ Installed replacement lighting in Flower Memorial Library's North/South Reading rooms.
- ✓ Completed Phase 1 of the installation of the automatic time/occupancy controlled LED Lighting System at the Arsenal Street Parking Garage.

2018-19 Goals and Objectives:

- Complete the rebuild of the Washington/Thompson/Chestnut traffic signal in accordance to the City's ADA Transition Plan.
- Upgrade Washington Street Traffic Signals at the Brooke Drive and Hudson Lane intersections to further support the Road Diet Program.
- Upgrade existing Newell Street courtyard and equipment parking areas with LED lighting.
- Install electric service for Water from Dosing Station to Dredger Storage Building.
- Continue phased upgrade of Arsenal Street Parking Garage lighting to LED.
- Re-evaluate our road marking protocol to better address short season application through upgraded application tools as well as superior paint and pavement marking selection.

City of Watertown

Fiscal Year: 2018-19

Department: Traffic Control and Lighting

Account Code: A5186

Function: Transportation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	220,978	225,184	233,444	236,715
140 Temporary	11,482	14,488	6,600	15,000
150 Overtime	20,974	18,787	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	1,201	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 254,635	\$ 258,459	\$ 260,044	\$ 271,715
Equipment				
230 Vehicles	\$ 9,795	\$ -	\$ -	\$ -
250 Other	45,706	41,745	45,650	67,500
Total Equipment	\$ 55,501	\$ 41,745	\$ 45,650	\$ 67,500
Operating Expenses				
410 Utilities	\$ 287,126	\$ 304,302	\$ 352,455	\$ 333,355
420 Insurance	2,473	1,606	1,700	2,500
430 Contracted Services	12,182	8,296	12,444	12,444
440 Fees Non Employees	460	545	600	600
450 Miscellaneous	2,417	1,899	3,700	3,700
455 Vehicle Expenses	18,172	19,754	23,525	25,075
460 Materials and Supplies	29,826	26,453	37,050	55,050
465 Equipment < \$5,000	4,431	5,990	5,600	6,000
Total Operating Expenses	\$ 357,087	\$ 368,845	\$ 437,074	\$ 438,724
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 38,970	\$ 40,146	\$ 39,339	\$ 39,578
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	18,802	19,099	19,895	20,787
840 Workers' Compensation	71,065	115	1,000	65,000
850 Health Insurance	52,659	44,779	50,022	51,131
Total Fringe Benefits	\$ 181,496	\$ 104,139	\$ 110,256	\$ 176,496
Department Total	<u>\$ 848,719</u>	<u>\$ 773,188</u>	<u>\$ 853,024</u>	<u>\$ 954,435</u>

City of Watertown**Fiscal Year: 2018-19****Department: Traffic Control and Lighting****Account Code: A5186****Function: Transportation****FY 2018-19 Adopted Budget****Personal Services**

A.5186.0130	Wages		
	Line Crew Chief	\$	71,656
	Lineworker II (2)		115,898
	Sign Maintenance Worker (2 @ .67) *	<u>49,161</u>	\$ 236,715
A.5186.0140	Temporary		15,000
A.5186.0150	Overtime		<u>20,000</u>
	Total Personal Services		<u>\$ 271,715</u>

Equipment

A.5186.0250	Other Equipment		
	Line Laser Paint Striping Machine **	\$	14,500
	Operator Ride on Attachment for Striping and Grinding Machine **		6,500
	Traffic Signal Cabinet (Massey /Coffeen Streets)**		10,000
	Wireless Loop Activation (Massey/ Coffeen Streets) **		18,500
	Wireless Loop Activation (Washington/ Paddock Streets) **	<u>18,000</u>	\$ 67,500
	Total Equipment		<u>\$ 67,500</u>

Operating Expenses

A.5186.0410	Utilities		
	Verizon Cellular Phone	\$	600
	Tablet Aircard		480
	Traffic Signals - Electric		21,175
	Street Lighting - Electric		303,000
	Lachenauer Fountain		600
	Public Square Gazebo/Woodruff Site		2,050
	Electric for Christmas Decorations		750
	Natural Gas and Electric - Engine St.		3,500
	FAX Line		300
	Water/Sewer	<u>900</u>	\$ 333,355
A.5186.0420	Insurance		2,500
A.5186.0430	Contracted Services		
	Janitorial Services		6,300
	GPS Monitoring Fee		1,044

* Split between either A.5186 (67%) and A.5142 (33%).

** To be funded by CHIPS

City of Watertown**Fiscal Year: 2018-19****Department: Traffic Control and Lighting****Account Code: A5186****Function: Transportation**

<u>FY 2018-19 Adopted Budget</u>			
	Contracted Services continued		
	Annual Overhead Door Maintenance	100	
	Materials Disposal	1,000	
	Equipment Rentals	1,500	
	Electrical Inspection Fees	250	
	Building Maintenance	1,000	
	Tool Repairs	1,000	
	Welding/Cylinder Supplies/Rental	<u>250</u>	12,444
A.5186.0440	Fees, Non Employees		
	Employment Related Testing		600
A.5186.0450	Miscellaneous		
	Professional Certification/Testing	300	
	ARC Protection Gear	1,200	
	Training/PESH	1,000	
	Personnel/Vehicular Safety Equipment	<u>1,200</u>	3,700
A.5186.0455	Vehicle Expenses		
	Maintenance and Repairs	5,500	
	Routine Preventive Maintenance	1,000	
	Gas and Diesel Fuel	6,700	
	Rear Tires & Wheels 4 (6-2)	2,500	
	Tires 6 (6-1)	2,500	
	Vehicle Safety Inspection (4)	1,800	
	Insurance	<u>5,075</u>	25,075
A.5186.0460	Materials and Supplies		
	<u>Electrical:</u>		
	Electrical Supplies	2,000	
	Loop Wire and Sealant	1,000	
	Traffic Signal Wire	1,500	
	Signal Maintenance/Repair	3,500	
	Building Maintenance/Repair	1,000	
	Hand Tools and Supplies	1,500	
	Personal Protective Gear	750	
	Electrical Hardware and LEDs	1,500	
	Miscellaneous Supplies	1,500	
	<u>Sign and Paint Crew:</u>		
	Aluminum Sign Blanks	2,500	
	Hardware and Sign Faces	2,500	
	Reflective Sheeting	7,000	
	Sign Posts	4,000	

City of Watertown**Fiscal Year: 2018-19****Department: Traffic Control and Lighting****Account Code: A5186****Function: Transportation**

		<u>FY 2018-19 Adopted Budget</u>	
A.5186.0460	Materials and Supplies		
	Road Tape and Arrows	6,000	
	Road Paint	15,500	
	Sign Foundations	1,000	
	Paint Stencils	500	
	Miscellaneous Supplies	<u>1,800</u>	55,050
A.5186.0465	Equipment < \$5,000		
	Computer	1,000	
	PESH Required Silicon Dust Equipment	1,500	
	Traffic Signal Type 2 Controller/Timer (2) #14, #18	<u>3,500</u>	<u>6,000</u>
	Total Operating Expenses		<u>\$ 438,724</u>
Fringe Benefits			
A.5186.0810	New York State Employees' Retirement System	\$	39,578
A.5186.0830	Social Security		20,787
A.5186.0840	Workers Compensation		65,000
A.5186.0850	Health Insurance		<u>51,131</u>
	Total Fringe Benefits	\$	<u>176,496</u>
	TOTAL BUDGET	\$	<u><u>954,435</u></u>

A5186 – Traffic Control and Lighting

Fiscal Year 2018-19 Vehicles and Equipment



Light Lazer Paint Striping Machine

\$14,500

High production, hydraulic paint striper complete with automatic and semi-automatic paint guns and pressurized bead system. When used with the “operator ride on attachment, this will enable us to paint short zone straight line striping when NYSDOT’s schedule cannot address our more immediate needs/concerns.



Operator Ride On Attachment for Striping and Grinding Machine

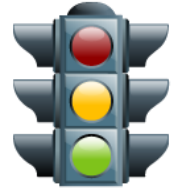
\$6,500

This is an accessory which can be used both on our existing portable paint/concrete grinding unit as well as on the requested paint striping machine. It’s purpose is to increase productivity and accuracy while reducing operator fatigue. This unit would have been very helpful in removing the existing road markings on Washington Street as part of the street diet project where operating the paint removal/grinding unit was especially difficult requiring continuous physical exertion to counteract the forward pull of the grinder.



A5186 – Traffic Control and Lighting

Fiscal Year 2018-19 Vehicles and Equipment



Traffic Signal Cabinet/Controller Replacement: Massey / Coffeen Streets intersection (TS-15)

\$10,000

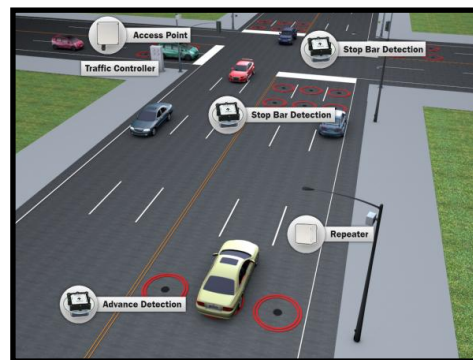
This request is for a NEMA 8-phase TS2 traffic signal cabinet and controller which will replace the 1994 pole mount TS1 controller currently in service at the Massey/Coffeen Streets intersection.



Traffic Signal Wireless Vehicle Detection System Massey/Coffeen Streets intersection. (#15)

\$18,500

This request is for the installation of a 4-Lane wireless vehicle detection system using a device (POD) located within the travel lanes. This system will replace the loop wire system presently in place. The devices are battery operated using a lithium battery providing 10 years of use..



A5186 – Traffic Control and Lighting

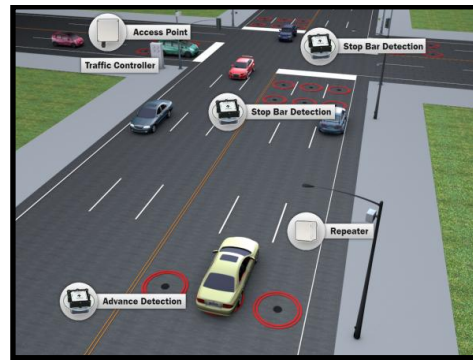
Fiscal Year 2018-19
Vehicles and Equipment



Traffic Signal Wireless Vehicle Detection System
Washington and Paddock Streets (#33)

\$18,000

This request is for the installation of a 4-Lane wireless vehicle detection system using a device (POD) located within the travel lanes. This system will replace the loop wire system presently in place. The devices are battery operated using a lithium battery providing 10 years of use.



City of Watertown**Fiscal Year: 2018-19****Department: Bus****Account Code: A5630****Function: Transportation**

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

With a total passenger count of 133,863, our combined fixed route/Paratransit Program experienced only slight decline (590) in ridership during the 2016-2017 fiscal year. Simultaneously total revenues increased by 2% to \$131,183 and State contributions increased by 9 %.

Effective July 1, 2009 the fare structure increased to \$1.50 for adults, \$0.50 for children 12 and under, transfers are free. 10 and 20 ticket coupon books are available to all passengers at a rate of \$1.00 per ride. In January 2010 the City began offering a \$40 unlimited ride, monthly pass. Paratransit fares are \$3.00 one-way. The federally mandated "Half Fare" program was adopted in September, 2015.

2017-18 Accomplishments:

- ✓ Initiated a complementary shuttle service to transport patrons from City parking lots to City Hall to support the Watertown Farm and Crafts Market Wednesdays.
- ✓ Received FTA 5307 and NYSDOT Grants for the replacement of two transit buses, a paratransit bus and replacement/upgrade of our existing fair collection system.
- ✓ Were awarded the NYSDOT Grant for the purchase of
- ✓ Participated with the Watertown Jefferson County Area Transportation Council (MPO) in hiring a transportation consulting firm to produce a formal in-depth study of opportunities and needs for a successful County Wide Transportation System.

2018-19 Goals and Objectives:

- Continue to work with the Metropolitan Planning Organization (MPO) to identify the needs and long term direction for CitiBus to pursue in order to ensure that we can best address the comprehensive city/county/regional needs of those individuals dependent on a dependable, affordable, convenient and responsive Public Transportation System.
- Continue to submit and secure FTA grants for both equipment replacement and program operating costs.
- Install new Bus shelters on Huntington, Franklin and State Streets.
- Initiate construction supporting a comprehensive Bus Stop Signage Program.

City of Watertown**Fiscal Year: 2018-19****Department: Bus****Account Code: A5630****Function: Transportation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ 65,000	\$ 30,000
120 Clerical	-	-	16,767	-
130 Wages	284,731	321,247	329,154	329,606
140 Temporary	68,240	36,340	40,000	40,000
150 Overtime	16,225	17,178	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	8,400	7,100	4,300
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 371,996	\$ 383,165	\$ 478,021	\$ 423,906
Equipment				
230 Vehicles	\$ 26,529	\$ 96,794	\$ 32,000	\$ -
250 Other	-	-	17,000	-
Total Equipment	\$ 26,529	\$ 96,794	\$ 49,000	\$ -
Operating Expenses				
410 Utilities	\$ 7,265	\$ 6,819	\$ 7,300	\$ 7,000
420 Insurance	1,076	1,306	1,375	1,425
430 Contracted Services	111,621	129,816	125,901	131,827
440 Fees Non Employees	2,118	2,166	2,200	2,400
450 Miscellaneous	2,117	4,636	31,475	31,175
455 Vehicle Expenses	146,513	197,933	211,920	217,135
460 Materials and Supplies	7,599	6,231	5,500	5,500
465 Equipment < \$5,000	7,443	-	22,500	20,000
Total Operating Expenses	\$ 285,752	\$ 348,907	\$ 408,171	\$ 416,462
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 55,999	\$ 44,914	\$ 53,408	\$ 44,967
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	27,253	28,208	36,570	32,428
840 Workers' Compensation	24,241	28,088	35,000	25,000
850 Health Insurance	59,043	49,279	75,031	72,784
Total Fringe Benefits	\$ 166,536	\$ 150,489	\$ 200,009	\$ 175,179
Department Total	\$ 850,813	\$ 979,355	\$ 1,135,201	\$ 1,015,547

City of Watertown**Fiscal Year: 2018-19****Department: Bus****Account Code: A5630****Function: Transportation****FY 2018-19 Adopted Budget****Personal Services**

A.5630.0110	Salaries		
	Transit Director - part-time (.41)	\$	30,000
A.5630.0130	Wages		
	Transit Supervisor	\$	55,467
	Head Bus Driver		42,591
	Bus Driver (5)		181,418
	Motor Equipment Mechanic		50,130
			<u>329,606</u>
A.5630.0140	Temporary		40,000
A.5630.0150	Overtime		20,000
A.5630.0175	Health Insurance Buyout		<u>4,300</u>
	Total Personal Services	\$	<u>423,906</u>

Operating Expenses

A.5630.0410	Utilities		
	Water/Sewer	\$	1,200
	Electric - Newell Street		1,000
	Electric - Transfer Site		1,600
	Natural Gas		3,200
			<u>7,000</u>
A.5630.0420	Insurance		1,425
A.5630.0430	Contracted Services		
	Paratransit Contract		94,758
	Pest Control for Buses		3,960
	Language Assistance Plan - Limited English Proficiency		500
	Janitorial Services		14,000
	Rug Rentals		385
	GPS Tracking (10)		3,564
	Advertising		2,500
	Alarm System Monitoring		360
	Overhead Door Maintenance/Repair		1,500
	Semi Annual Sprinkler Inspections		250
	Internal Pipe Inspection		800
	Seal Coat 544 Newell St. & Transfer Site		4,000
	Gutter Repairs		2,500
	Heating System Maintenance		1,000
	Miscellaneous Services/Repairs		<u>1,750</u>
			131,827
A.5630.0440	Fees, Non Employee		
	Employment Related Testing		2,400

City of Watertown**Fiscal Year: 2018-19****Department: Bus****Account Code: A5630****Function: Transportation**

		<u>FY 2018-19 Adopted Budget</u>	
A.5630.0450	Miscellaneous		
	Uniforms	1,500	
	Safety Shoes	600	
	Reference Books	500	
	Miscellaneous Postage	100	
	Seminars	8,500	
	NY Public Transit Dues	475	
	FTA Procurement Series Training	5,000	
	Training for MPO/Urban Public Transp.	10,000	
	Driver Safety Training	<u>4,500</u>	31,175
A.5630.0455	Vehicle Expenses		
	Insurance	30,850	
	Driver Door - PT600	1,800	
	Tires CitiBuses (18)	9,800	
	Fuel for Truck	655	
	Fuel for Buses	66,415	
	Fuel for Paratransits	18,715	
	Tires Paratransit Buses (12)	1,400	
	Repairs and Maintenance	80,000	
	Repairs and Maintenance Paratransit	<u>7,500</u>	217,135
A.5630.0460	Materials and Supplies		
	Weather Gear	200	
	Office Supplies	500	
	Cleaning and Maintenance Supplies	1,800	
	Printing (Tickets, Transfers)	<u>3,000</u>	5,500
A.5630.0465	Equipment < \$5,000		
	Security Improvements		<u>20,000</u>
	Total Operating Expenses		<u>\$ 416,462</u>
Fringe Benefits			
A.5630.0810	New York State Employees' Retirement System	\$	44,967
A.5630.0830	Social Security		32,428
A.5630.0840	Workers Compensation		25,000
A.5630.0850	Health Insurance		<u>72,784</u>
	Total Fringe Benefits	\$	<u>175,179</u>
	TOTAL BUDGET	\$	<u><u>1,015,547</u></u>

City of Watertown

Fiscal Year: 2018-19

Department: Parking Facilities

Account Code: A5650

Function: Transportation



Description: Expenses incurred for the maintenance of the following off street parking areas are charged to this account:

1. J.B. Wise Parking Lot
2. Clinton/Stone Street Parking Lot
3. Arsenal Street Parking including Deck and covered parking
4. Court Street Parking Lot
5. State Street Parking Lot
6. Arcade Street Parking Lot
7. High Street Parking Lot
8. Union Street Parking Lot

2017-18 Accomplishments:

- ✓ Replaced frontage sidewalk to include approaches at Stone Street Parking Lot.
- ✓ Completed asphalt site restoration from fiber installation at Stone Street Parking Lot.
- ✓ Crack Sealed Stone Street Parking Lot & Driving Lanes of Court Street Lot.
- ✓ Replaced guiderail along the northern boundary of the Court Street Parking Lot.

2018-19 Goals and Objectives:

- Continue with the phased upgrade to the Arsenal Street Parking Garage/covered parking area with automatic time/occupancy controlled LED lighting system.
- Sealcoat the upper deck of the Arsenal Street Parking Lot.
- Refresh lane and parking space striping/markings at J.B.Wise and Stone Street parking lots.

City of Watertown**Fiscal Year: 2018-19****Department: Parking Facilities****Account Code: A5650****Function: Transportation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 10,720	\$ 11,199	\$ 13,000	\$ 13,000
420 Insurance	1,728	2,272	2,400	1,750
430 Contracted Services	25,515	25,588	25,300	68,150
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	567	3,913	38,700	33,200
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 38,530	\$ 42,972	\$ 79,400	\$ 116,100
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 38,530	\$ 42,972	\$ 79,400	\$ 116,100

City of Watertown

Fiscal Year: 2018-19
Department: Parking Facilities
Account Code: A5650
Function: Transportation

		FY 2018-19 Adopted Budget	
Operating Expenses			
A.5650.0410	Utilities		
	Electric	\$	13,000
A.5650.0420	Insurance		1,750
A.5650.0430	Contracted Services		
	Stone Street Lease Payments	22,050	
	Arsenal Street Parking Deck Resealing	40,000	
	Riverwalk Parking Lease	1,500	
	State Street Parking Lot Lease	3,200	
	State Street Lot Tax Reimbursement	<u>1,400</u>	68,150
A.5650.0460	Materials and Supplies		
	Mulch Material	2,500	
	Top Soil	1,200	
	Asphalt Patching	2,000	
	Stairwell Rail Arsenal Street Lower Deck	4,000	
	Arsenal Street Parking Deck Resealing Materials	10,000	
	LED Lighting - Arsenal Street Parking Garage	8,000	
	Painting and Striping Road Markings	2,500	
	Routine Maintenance of Lights/Signs/Facilities	<u>3,000</u>	<u>33,200</u>
	Total Operating Expenses		<u>116,100</u>
TOTAL BUDGET		\$	<u>116,100</u>

City of Watertown

Fiscal Year: 2018-19

Department: Miscellaneous

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

Function: Home and Community Services

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
A.6310.0430 Community Action Planning Council	\$ 47,500	\$ 15,000	\$ 15,000	\$ 15,000
A.6410.0430 Publicity	1,938	4,378	3,500	2,000
A.8010.0430 Zoning	<u>3,748</u>	<u>3,284</u>	<u>3,000</u>	<u>4,000</u>
Total Budget	<u>\$ 53,186</u>	<u>\$ 22,662</u>	<u>\$ 21,500</u>	<u>\$ 21,000</u>

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

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

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

City of Watertown**Fiscal Year: 2018-19****Department: Parks and Recreation Administration****Account Code: A7020****Function: Culture and Recreation**

Description: Recreation Administration provides for the personnel management, planning, support services and financial management for the Parks and Recreation Department. This account contains three full-time employees: the Superintendent, Assistant Superintendent, and a Senior Account Clerk Typist, and a part-time account clerk. The hours worked by the account clerk are split between Administration and Concession Stand/ The Superintendent and Assistant Superintendent oversee nine full-time employees and 50-60 seasonal employees dedicated to Parks and Recreation. The department continually works with organizations throughout the City to meet community needs. A variety of indoor and outdoor concerts, all athletic field usage, Thompson Park reservations, arena and fairgrounds events, in addition to organizing and registrations for various programs and leagues are coordinated through the Administration office.

2017-18 Accomplishments:

- ✓ Continued with the “pay before you play” policy. This has guaranteed that payments are collected before use.
- ✓ Partnered with The Northern New York Community Foundation and volunteers to successfully offer Snowtown USA to the community.
- ✓ Worked with the Northern New York Community Foundation and the Watertown Rotary to create a partnership for the Annual Concert in Thompson Park.
- ✓ Negotiated a 3 year lease with the new collegiate baseball team, The Watertown Rapids. The team is in the Perfect Game Collegiate Baseball League. They are set to start their season to play at the Watertown Fairgrounds in 2018.
- ✓ Continued to use RecTrac and Facebook as main communication tools to participants in our program.
- ✓ Superintendent Gardner attended the National Parks and Recreation conference. This provided the opportunity to learn many new concepts in the field of Park and Recreation as well as do some networking and learn what the vendors are now providing to all areas of Parks and Recreation.

2018-19 Goals and Objectives:

- Ensure that the Arena is booked with events to guarantee revenue.
- Provide and maintain Parks and Recreation infrastructure for the community to enjoy – Thompson Park, pools, playgrounds, picnic areas, and athletic fields.
- Continue to build morale within the department.
- Superintendent and Assistant Superintendent will complete the Certified Parks and Recreation Professional training.

City of Watertown

Fiscal Year: 2018-19

Department: Parks and Recreation Administration

Account Code: A7020

Function: Culture and Recreation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 132,262	\$ 136,281	\$ 136,223	\$ 138,948
120 Clerical	37,916	42,379	41,853	50,357
130 Wages	-	-	-	-
140 Temporary	4,631	5,245	6,599	-
150 Overtime	1,286	2,026	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 176,095</u>	<u>\$ 185,931</u>	<u>\$ 185,675</u>	<u>\$ 190,305</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 6,529	\$ 5,511	\$ 4,521	\$ 5,485
420 Insurance	-	-	-	-
430 Contracted Services	13,937	7,304	6,465	6,465
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,315	2,684	2,625	3,375
455 Vehicle Expenses	980	1,080	1,100	1,350
460 Materials and Supplies	1,738	506	875	875
465 Equipment < \$5,000	1,323	-	-	-
Total Operating Expenses	<u>\$ 25,822</u>	<u>\$ 17,085</u>	<u>\$ 15,586</u>	<u>\$ 17,550</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 25,488	\$ 18,077	\$ 20,047	\$ 20,369
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,810	13,362	14,205	14,558
840 Workers' Compensation	-	-	-	-
850 Health Insurance	28,508	42,146	50,288	55,026
Total Fringe Benefits	<u>\$ 66,806</u>	<u>\$ 73,585</u>	<u>\$ 84,540</u>	<u>\$ 89,953</u>
Department Total	<u><u>\$ 268,723</u></u>	<u><u>\$ 276,601</u></u>	<u><u>\$ 285,801</u></u>	<u><u>\$ 297,808</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Parks and Recreation Administration
Account Code: A7020
Function: Culture and Recreation

		FY 2018-19 Adopted Budget	
Personal Services			
A.7020.0110	Salaries		
	Superintendent of Parks and Recreation	\$ 78,620	
	Asst. Superintendent of Parks and Recreation	<u>60,328</u>	\$ 138,948
A.7020.0120	Clerical		
	Senior Account Clerk Typist	43,758	
	Part-time Clerk (.50)*	<u>6,599</u>	50,357
A.7020.0150	Overtime		<u>1,000</u>
	Total Personal Services		<u>\$ 190,305</u>
Operating Expenses			
A.7020.0410	Utilities		
	Telephone	\$ 5,050	
	Cellular Phone Service	<u>435</u>	\$ 5,485
A.7020.0430	Contracted Services		
	Copier/Printer Maintenance	1,785	
	RecTrac Maintenance	4,500	
	Monitoring of Alarm System	<u>180</u>	6,465
A.7020.0440	Fees, Non Employees		-
A.7020.0450	Miscellaneous		
	NYS Rec. and Park Membership	400	
	National Inst. Parks and Recreation	375	
	Conferences and Seminars	2,500	
	Mileage Reimbursements	<u>100</u>	3,375
A.7020.0455	Vehicle Expenses		
	Fuel	100	
	Vehicle Maintenance	200	
	Insurance	<u>1,050</u>	1,350
A.7020.0460	Materials and Supplies		
	Paper and Poster Board	500	
	Janitorial/Cleaning Supplies	50	
	Maintenance Supplies	75	
	Miscellaneous Office Supplies	<u>250</u>	875
	Total Operating Expenses		<u>\$ 17,550</u>

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

City of Watertown

Fiscal Year: 2018-19
Department: Parks and Recreation Administration
Account Code: A7020
Function: Culture and Recreation

		<u>FY 2018-19 Adopted Budget</u>	
Fringe Benefits			
A.7020.0810	New York State Employees' Retirement System	\$	20,369
A.7020.0830	Social Security		14,558
A.7020.0850	Health Insurance		<u>55,026</u>
	Total Fringe Benefits	\$	<u>89,953</u>
TOTAL BUDGET		\$	<u>297,808</u>

City of Watertown
Fiscal Year: 2018-19
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation



Description: The John C. Thompson Park, given as a gift to the City of Watertown, was designed by the country's preeminent landscape architectural firm, the Olmsted Brothers, at the turn of the 20th Century. The Park contains 355 acres including large open green spaces, untouched woodlands, a children's creative playground, tennis courts, picnic areas, pavilions, exercise trails, a modern habitat zoo, cross country ski trails, sledding areas and a private golf course. The Park is open year round from 7:00 am to 9:00 pm and is attended by three full-time and five seasonal employees. The City works closely with the Thompson Park Conservancy, which operates the Zoo. There were 222 reservations made for 23,473 people, 29 charity walks, 4 boy and Girl Scout events, a fairy festival and an agricultural extravaganza, 168 buses that carried 11,088 school children for various field trips, 21 weddings, 22 military functions, and several other events that totaled 44,061 in park attendance. This figure does not include daily activity.

2017-18 Accomplishments:

- ✓ Worked closely with the "Friends of Thompson Park" to develop a long term plan for the Park.
- ✓ Continued to work closely with the New York State Zoo at Thompson Park to help the Zoo best meet their needs.
- ✓ Increased the attendance at the Thompson Park Harvest Festival to approximately 2500 people.
- ✓ Maintained and repaired ski netting at the bottom of Thompson Park Sledding Hill.
- ✓ Assisted with the Honor the Monument Committee to unveil the monument at Thompson Park.
- ✓ Completed installation of the Thompson Park Playground with assistance from a contractor and an awesome community build team!
- ✓ Successfully offered the Club Vortex Running Program.

2018-19 Goals and Objectives:

- Complete the installation of the pool and bath house in Thompson Park.
- Complete installation of a splash pad with assistance from Watertown Rotary, Northern New York Community Foundation and Friends of Thompson Park.
- Repair sections of the deteriorating stone wall and pillars throughout Thompson Park.
- Continue to foster a positive relationship with the Thompson Park Conservancy.

City of Watertown

Fiscal Year: 2018-19

Department: Thompson Park

Account Code: A7110

Function: Culture and Recreation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	101,416	102,150	75,054	94,509
140 Temporary	31,661	29,956	33,000	35,903
150 Overtime	12,966	13,322	12,000	10,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,232	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 146,043	\$ 145,428	\$ 121,286	\$ 140,412
Equipment				
230 Vehicles	\$ -	\$ 32,044	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ 32,044	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 142,800	\$ 156,479	\$ 156,250	\$ 79,375
420 Insurance	5,222	5,730	6,025	5,675
430 Contracted Services	41,976	48,270	84,905	110,405
440 Fees Non Employees	304	70	375	375
450 Miscellaneous	120	-	-	-
455 Vehicle Expenses	18,023	20,163	20,025	21,775
460 Materials and Supplies	17,287	13,167	16,270	19,770
465 Equipment < \$5,000	978	4,800	630	500
Total Operating Expenses	\$ 226,710	\$ 248,679	\$ 284,480	\$ 237,875
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 22,255	\$ 19,887	\$ 15,526	\$ 18,163
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,835	10,806	9,279	10,741
840 Workers' Compensation	453	4,628	15,000	5,000
850 Health Insurance	22,201	21,080	19,823	30,195
Total Fringe Benefits	\$ 55,744	\$ 56,401	\$ 59,628	\$ 64,099
Department Total	\$ 428,497	\$ 482,552	\$ 465,394	\$ 442,386

City of Watertown

Fiscal Year: 2018-19
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation

FY 2018-19 Adopted Budget**Personal Services**

A.7110.0130	Wages		
	Crew Chief (1 @ .95)*	\$ 45,505	
	Parks and Recreation Maintenance Worker (1 @ .44)**	15,235	
	Municipal Worker (1 @ .95)*	<u>33,769</u>	\$ 94,509
A.7110.0140	Temporary		35,903
A.7110.0150	Overtime		<u>10,000</u>
	Total Personal Services		<u>\$ 140,412</u>

Operating Expenses

A.7110.0410	Utilities		
	Water/Sewer	\$ 50,000	
	Electricity	19,000	
	Natural Gas	9,500	
	DSL Internet Connection	<u>875</u>	\$ 79,375
A.7110.0420	Insurance		5,675
A.7110.0430	Contracted Services		
	Alarm Systems Monitoring	180	
	Stone Work Repairs	30,000	
	Maintenance Service and Repairs	17,000	
	Small Engine Maintenance	600	
	Fence Repairs	500	
	Welding Lease and Supplies	1,500	
	Solid Waste Disposal	2,000	
	Generator Maintenance/Repair	625	
	Special Events - Portable Toilet Rentals, First Aid	3,000	
	Thompson Park Conservancy Public Benefit Services Agreement	25,000	
	Thompson Park Conservancy Lease Agreement Funding	<u>30,000</u>	110,405
A.7110.0440	Fees, Non Employee		
	Employment Related Testing		375

* Split between A.7110 (95%), A.7265 (2%) and A.5142 (3%).

** Split between A.7110 (44%) and A.7265 (56%).

City of Watertown

Fiscal Year: 2018-19
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation

		<u>FY 2018-19 Adopted Budget</u>	
A.7110.0455	Vehicle Expenses		
	Outside Vehicle Maintenance	5,000	
	Vehicle Maintenance	5,000	
	Fuel	6,000	
	Insurance	<u>5,775</u>	21,775
A.7110.0460	Materials and Supplies		
	Miscellaneous Equipment Supplies	2,000	
	Hardware Materials and Supplies	500	
	Safety Equipment	250	
	Uniforms and Protective Clothing	500	
	Safety Shoes	420	
	Lumber, Paint and Stain	500	
	Cleaning Supplies	1,500	
	Rakes, Shovels, Lawn Care	150	
	Grass Seed/Top Soil	1,000	
	Roadway and Walkway Materials	1,500	
	Signage Materials	1,000	
	Plumbing/Electric Supplies	1,200	
	Dogi-Pot Pet Station Supplies	1,000	
	Playground Cushion Material	750	
	Playground Repairs and Maintenance	1,000	
	Fence Repairs	1,500	
	Fort Drum Run Event	<u>5,000</u>	19,770
A.7110.0465	Equipment < \$5,000		
	Weedwackers		<u>500</u>
	Total Operating Expenses		<u>\$ 237,875</u>
Fringe Benefits			
A.7110.0810	New York State Employees' Retirement System	\$	18,163
A.7110.0830	Social Security		10,741
A.7110.0840	Workers Compensation		5,000
A.7110.0850	Health Insurance		<u>30,195</u>
	Total Fringe Benefits	\$	<u>64,099</u>
TOTAL BUDGET		\$	<u><u>442,386</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Playgrounds****Account Code: A7140****Function: Culture and Recreation**

Description: In the past, the City has staffed multiple playgrounds. In 2017, the Parks and Recreation Department started the season with five locations: Alteri Pool/Fairgrounds, Flynn Pool/North elementary, Portage, NorthStar and North Hamilton. Due to the low attendance, staff has consolidated and the NorthStar and North Hamilton programs were closed. This year, the Department will staff five playgrounds from 10:00 a.m. to 3:00 p.m., Monday through Friday. Two playgrounds will be regulated by the NYS Department of Health: Alteri Pool/ Fairgrounds and Flynn Poole/North Elementary. The other three playgrounds will operate as drop-in locations. Activities will include: arts and crafts, age appropriate games, board games and athletic games. The Department also works with CAPC to provide free healthy lunches to the children who participate in the program.

2017-18 Accomplishments:

- ✓ Successfully communicated with local schools to inform students and parents about what the playground programs have to offer.
- ✓ Worked with CAPC to offer free healthy snacks and lunches to children attending our playground program. Both children and parents truly appreciated this program.
- ✓ The Parks and Recreation Playground Program became New York State Health Department Certified.

2018-19 Goals and Objectives:

- Continue to ensure all City playgrounds conform to safety standards as per ASTM and CPS regulations.
- Continue to provide a safe environment for children to recreate in.
- Continue to promote awareness of the City playgrounds.
- Work with CAPC to get participants in the Playground Program free healthy lunches and snacks.
- Implement a new program at Thompson Park. The Parks and Recreation Department believes that with the Splash Pad, Thompson Park would make for a popular destination
- Install new playground equipment at Portage Playground.

City of Watertown**Fiscal Year: 2018-19****Department: Playgrounds****Account Code: A7140****Function: Culture and Recreation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	30,261	9,875	6,669	6,983
140 Temporary	29,947	37,185	20,190	24,000
150 Overtime	3,873	2,116	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 64,081	\$ 49,176	\$ 26,859	\$ 30,983
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	19,286	-	-
Total Equipment	\$ -	\$ 19,286	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 286	\$ 373	\$ 400	\$ 450
420 Insurance	37	-	100	50
430 Contracted Services	-	707	240	690
440 Fees Non Employees	66	-	2,420	2,420
450 Miscellaneous	259	509	400	400
455 Vehicle Expenses	3,095	3,805	2,900	5,511
460 Materials and Supplies	8,632	9,403	5,720	7,645
465 Equipment < \$5,000	480	499	-	500
Total Operating Expenses	\$ 12,855	\$ 15,296	\$ 12,180	\$ 17,666
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 11,929	\$ 7,353	\$ 2,187	\$ 2,441
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,781	3,702	2,055	2,370
840 Workers' Compensation	-	-	-	-
850 Health Insurance	3,534	3,158	2,695	2,948
Total Fringe Benefits	\$ 20,244	\$ 14,213	\$ 6,937	\$ 7,759
Department Total	\$ 97,180	\$ 97,971	\$ 45,976	\$ 56,408

City of Watertown**Fiscal Year: 2018-19****Department: Playgrounds****Account Code: A7140****Function: Culture and Recreation****FY 2018-19 Adopted Budget****Personal Services**

A.7140.0130	Wages		
	Crew Chief (1 @ .05) *	\$ 2,395	
	Parks and Recreation Maintenance Worker (1 @ .03) ** (1 @ .09)***	4,588	\$ 6,983
A.7140.0140	Temporary		24,000
	Total Personal Services		\$ 30,983

Operating Expenses

A.7140.0410	Utilities		
	Electric		\$ 450
A.7140.0420	Insurance		50
A.7140.0430	Contracted Services		
	Equipment Repairs	\$ 150	
	Porta-john Rental	450	
	Solid Waste Disposal	90	690
A.7140.0440	Fees, Non Employee		
	First Aid and CPR	1,120	
	Medical Services	1,000	
	Physicals / Drug Tests	300	2,420
A.7140.0450	Miscellaneous		
	Mileage Reimbursements		400
A.7140.0455	Vehicle Expenses		
	Fuel	2,600	
	Vehicle Maintenance	2,036	
	Small Equipment	300	
	Insurance	575	5,511

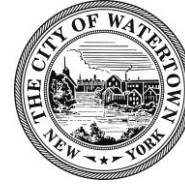
* Split between A.7140 (5%), A.7141 (31%), A.7180 (7%) and A.7265 (57%).

** Split between A.7140 (3%), A.7141 (42%) and A.7265 (55%).

*** Split between A.7140 (9%), A.7141 (24%), A.7180 (4%) and A.7265 (63%).

City of Watertown**Fiscal Year: 2018-19****Department: Playgrounds****Account Code: A7140****Function: Culture and Recreation**

		<u>FY 2018-19 Adopted Budget</u>	
A.7140.0460	Materials and Supplies		
	Playground Supplies	500	
	Arts and Crafts Supplies	550	
	First Aid Supplies	200	
	Uniforms and Equipment	450	
	Paint and Stain	400	
	Miscellaneous Maintenance Supplies	320	
	Grass Seed/Topsoil	400	
	Equipment Parts	1,000	
	Lumber	325	
	Wood Chips	<u>3,500</u>	7,645
	Equipment < \$5,000		
	Weedeaters		<u>500</u>
	Total Operating Expenses		<u>\$ 17,666</u>
Fringe Benefits			
A.7140.0810	New York State Employees' Retirement System	\$	2,441
A.7140.0830	Social Security		2,370
A.7140.0850	Health Insurance		<u>2,948</u>
	Total Fringe Benefits	\$	<u>7,759</u>
	TOTAL BUDGET	\$	<u><u>56,408</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Outdoor Recreation****Account Code: A7141****Function: Culture and Recreation**

Description: The Parks and Recreation Department oversees the Fairgrounds, North Elementary, Kostyk and Marble fields and facilities. These facilities support the athletic and recreation programs of the Parks and Recreation Department, multiple school districts, colleges and other community organizations. The Fairgrounds is the City's busiest year-round facility with well over 150,000 people attending events or using the facilities. The 63 acres include a lighted professional baseball facility, one youth baseball field, a lighted basketball court, two lighted softball fields, two horse rings, five multi-purpose fields - two of which are lighted, a picnic area with playground equipment that compliments the Riverfront Development trail, a pavilion, the Fair building, the Municipal Arena, Steve D. Alteri Swimming Pool, and the Fairgrounds YMCA indoor athletic facility. Kostyk, North Elementary and Marble fields and facilities play host to numerous leagues run by the City of Watertown. These leagues include U6, U8, U10, U13, Co-ed and Men's Slow Pitch softball, Sunday Softball and a kickball league. This program provides for 90 City league teams with over 1258 participants. T-Ball's evening session is very successful and a popular choice for parents. Parks and Recreation crews maintain 15 baseball/softball fields, 14 of which are City owned, two outdoor basketball courts, 8 multi-purpose fields, a tennis court and skate park. Recreational opportunities are conveniently located for community use. Golf and tennis clinics were offered with 60 participants.

The Fairgrounds hosts Watertown's largest events with outdoor concerts attended by 7,500 or more people. The four multi-purpose fields are used extensively by high schools, colleges and community teams. The local college and both high schools use the Fairgrounds as their home sites for many sports. The lighted multi-purpose athletic field is used by the Red and Black semi-professional football team, Jefferson Community College Soccer, and various high schools for their home games. The Jefferson County Agricultural Society, Pop Warner Football, the Fairgrounds YMCA, the Black River Valley Horse Association, Relay for Life, Jefferson County Fair and many local charity organizations use the facilities during the year. The access road to JCC through the Fairgrounds proves valuable for additional parking and exits when hosting large events such as concerts.

2017-18 Accomplishments:

- ✓ Served as the "home" field for JCC, WHS and IHC for sports including baseball, softball, soccer, lacrosse, and football.
- ✓ Continued with programs such as horseback riding, running programs, etc. All programs were very successful.
- ✓ Worked in conjunction with the YMCA to implement a first ever archery program. The cost of this program was off-set by a grant from New York State Parks and Recreation.
- ✓ Had very smooth year with Sunday, Men's and Co-ed adult softball. A total of 34 teams participated in the league.
- ✓ Maintained trail systems by keeping them clear and safe for pedestrians. Removed an extensive amount of brush between the trail and the river.
- ✓ Successfully negotiated a lease with the new collegiate baseball team.

City of Watertown

Fiscal Year: 2018-19

Department: Outdoor Recreation

Account Code: A7141

Function: Culture and Recreation



2018-19 Goals and Objectives:

- Implement a new youth softball league.
- Work closely with new collegiate team to help ensure a successful season in 2018.
- Continue to offer “Free Outdoor Movies” with the assistance of the Heather A. Freeman Foundation.
- Implement naming rights of the fields to bring in additional revenue.

City of Watertown**Fiscal Year: 2018-19****Department: Outdoor Recreation****Account Code: A7141****Function: Culture and Recreation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	107,455	50,208	54,815	57,674
140 Temporary	108,385	90,215	65,000	86,670
150 Overtime	17,295	10,403	3,000	7,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 233,135</u>	<u>\$ 150,826</u>	<u>\$ 122,815</u>	<u>\$ 151,844</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	34,873	5,451	-	28,000
Total Equipment	<u>\$ 34,873</u>	<u>\$ 5,451</u>	<u>\$ -</u>	<u>\$ 28,000</u>
Operating Expenses				
410 Utilities	\$ 15,202	\$ 15,378	\$ 33,225	\$ 32,775
420 Insurance	9,429	5,000	10,400	5,750
430 Contracted Services	15,534	9,275	12,315	27,265
440 Fees Non Employees	10,660	9,181	6,150	750
450 Miscellaneous	567	461	1,675	2,775
455 Vehicle Expenses	31,031	19,867	21,500	25,661
460 Materials and Supplies	83,983	76,077	45,600	76,200
465 Equipment < \$5,000	14,343	2,085	550	-
Total Operating Expenses	<u>\$ 180,749</u>	<u>\$ 137,324</u>	<u>\$ 131,415</u>	<u>\$ 171,176</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 43,461	\$ 23,151	\$ 12,555	\$ 14,839
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,570	11,353	9,398	11,617
840 Workers' Compensation	-	-	-	15,000
850 Health Insurance	9,494	15,719	16,566	18,127
Total Fringe Benefits	<u>\$ 69,525</u>	<u>\$ 50,223</u>	<u>\$ 38,519</u>	<u>\$ 59,583</u>
Department Total	<u><u>\$ 518,282</u></u>	<u><u>\$ 343,824</u></u>	<u><u>\$ 292,749</u></u>	<u><u>\$ 410,603</u></u>

* A7141 Outdoor Recreation is a combination of the previous A7141 Fairgrounds and A7143 Athletic Programs Departments

City of Watertown**Fiscal Year: 2018-19****Department: Outdoor Recreation****Account Code: A7141****Function: Culture and Recreation****FY 2018-19 Adopted Budget****Personal Services**

A.7141.0130	Wages		
	Crew Chief (1 @ .31) *	\$ 14,849	
	Parks and Recreation Maintenance Worker (1 @ .42)**, (1 @ .46)***, (1 @ .24)****	<u>42,825</u>	\$ 57,674
A.7141.0140	Temporary		86,670
A.7141.0150	Overtime		<u>7,500</u>
	Total Personal Services		<u>\$ 151,844</u>

Equipment

A.7141.0250	Other Equipment		
	Athletic Mower (3-09)		<u>\$ 28,000</u>
	Total Equipment		<u>\$ 28,000</u>

Operating Expenses

A.7141.0410	Utilities		
	Water/Sewer	\$ 23,000	
	Electric	8,550	
	Telephone/Security	725	
	Natural Gas	<u>500</u>	\$ 32,775
A.7141.0420	Insurance		
	Facility and Contents	4,200	
	USSA Insurance	<u>1,550</u>	5,750
A.7141.0430	Contracted Services		
	Small Equipment Repair	1,000	
	Pest Control	200	
	Bleacher Repairs	1,000	
	Audio Repairs	500	
	Solid Waste Disposal	275	
	Facility Building Repairs	1,000	
	Athletic Field Work	250	
	Portable Toilet Rentals	2,500	

* Split between A.7140 (5%), A.7141 (31%), A.7180 (7%) and A.7265 (57%).

** Split between A.7140 (3%), A.7141 (42%) and A.7265 (55%).

*** Split between A.7141 (46%) and A.7265 (54%).

**** Split between A.7140 (9%), A.7141 (24%), A.7180 (4%) and A.7265 (63%).

City of Watertown

Fiscal Year: 2018-19
Department: Outdoor Recreation
Account Code: A7141
Function: Culture and Recreation

		<u>FY 2018-19 Adopted Budget</u>	
A.7141.0430	Contracted Services continued		
	Alarm Monitor Fees	240	
	Annual Fire Inspection and Repairs	600	
	Key Work	250	
	Golf Instruction	1,650	
	Tennis Instructions	1,800	
	Officials Fees	11,800	
	Program Instructions	700	
	Fence Upgrades and Repairs	<u>3,500</u>	27,265
A.7141.0440	Fees, Non Employees		
	Employment Related Testings		750
A.7141.0450	Miscellaneous		
	NYS Turfgrass Association	400	
	Sports Turf Managers NY	300	
	USSA Registration	2,000	
	Mileage Reimbursements	<u>75</u>	2,775
A.7141.0455	Vehicle Expenses		
	Fuel	9,411	
	Vehicle Maintenance	3,000	
	Outside Repairs/Field Equipment	8,100	
	Tines/Aerifier	900	
	Insurance	<u>4,250</u>	25,661
A.7141.0460	Materials and Supplies		
	Athletic Equipment (Balls, Bats, Bases, Home Plates, Pitching Slabs, Mats, Nets, Covers)	12,250	
	T-League Shirts (20 Teams)	2,000	
	Awards, Ribbon and Trophies	750	
	Field Maintenance (Soil, Fertilizer, Grass Seed, Turface, Clay, Stone Dust)	39,350	
	Marking Chalk and Paint	6,750	
	Gravel for Grandstand Parking	500	
	Paint Supplies	1,000	
	Janitorial Products	750	
	Rakes, Shovels, Rollers	600	
	Water Pumps	300	
	Lumber and Hardware	2,800	
	Ground Sockets	300	
	Mowing Equipment and Supplies	500	

City of Watertown**Fiscal Year: 2018-19****Department: Outdoor Recreation****Account Code: A7141****Function: Culture and Recreation****FY 2018-19 Adopted Budget**

A.7141.0460	Materials and Supplies continued		
	Plumbing	750	
	Top Rail Fence Protection	1,000	
	Fence Repair	1,000	
	Training Table	1,000	
	Signage for naming fields	1,700	
	Miscellaneous Equipment and Supplies	500	
	Electrical	2,400	76,200
	Total Operating Expenses		<u>\$ 171,176</u>
Fringe Benefits			
A.7141.0810	New York State Employees' Retirement System	\$	14,839
A.7141.0830	Social Security		11,617
A.7141.0840	Workers Compensation		15,000
A.7141.0850	Health Insurance		<u>18,127</u>
	Total Fringe Benefits	\$	<u>59,583</u>
	TOTAL BUDGET	\$	<u><u>410,603</u></u>

A7141 – Outdoor Recreation

Fiscal Year 2018-19 Vehicles and Equipment



Athletic Mower (3-09)

\$28,000

Parks and Recreation Department is requesting to replace mower 3-09. Our current mower is a 2006 Groundsmaster with approximately 2,100 hours on it. Currently the department is paying \$1,500-\$2,000 per year into this machine for repairs. With this new collegiate team coming to play at the Fairground, we need a dependable mower. This mower is used on the main baseball field, main football field and Fairgrounds fields 1 and 2.

Sample Images:



City of Watertown**Fiscal Year: 2018-19****Department: Outdoor Winter Activities****Account Code: A7142****Function: Culture and Recreation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	150	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	748	-	-	-
460 Materials and Supplies	2,020	147	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 2,918	\$ 147	\$ -	\$ -
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 2,918	\$ 147	\$ -	\$ -

City of Watertown**Fiscal Year: 2018-19****Department: Pools****Account Code: A7180****Function: Culture and Recreation**

Description: The City provides two outdoor pools during summer months (Alteri Pool at Fairgrounds which opened in 1974 and Flynn Pool at the North Side which opened in 1979). The pools open in June and close by Labor Day. In total, the pools recorded 19,164 visitors compared to 12,226 in 2016. Visits from patrons to Alteri - 10,911 and Flynn - 8253. All pool personnel are certified and meet New York State requirements for life guarding. The City offers a “Learn to Swim” program in the mornings for a four-week period with an attendance of 101 youth last year. The Fairgrounds pool provides the opportunity for lap swimming. City pools are maintained by Parks and Recreation Maintenance Workers who, as required under New York State Health Department guidelines, are certified pool operators. This year the Thompson Park Pool and bathhouse will be rebuilt to offer a third option for swimming.

2017-18 Accomplishments:

- ✓ Provided higher level of monitoring and testing of chemicals used in order to ensure consistent water quality as directed by NYSDOH.
- ✓ Passed NYSDOH inspections at both pool locations.

2018-19 Goals and Objectives:

- Continue to provide a high level of safety and a family friendly environment for pool patrons.
- Install a handicap chair lift at Flynn Pool as per Federal Regulations
- Encourage lifeguards to complete their Water Safety Instructor course that is above and beyond their job requirements.
- Promote Parks and Recreation learn to swim program.
- Construct Thompson Park Pool and Bathhouse.

City of Watertown

Fiscal Year: 2018-19

Department: Pools

Account Code: A7180

Function: Culture and Recreation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	34,733	16,981	17,824	19,225
140 Temporary	60,753	50,841	45,000	74,500
150 Overtime	3,800	2,298	2,500	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 99,286</u>	<u>\$ 70,120</u>	<u>\$ 65,324</u>	<u>\$ 96,225</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 19,952	\$ 30,468	\$ 21,650	\$ 36,500
420 Insurance	1,488	2,064	2,175	2,500
430 Contracted Services	2,102	5,831	2,500	26,000
440 Fees Non Employees	250	-	5,200	5,200
450 Miscellaneous	939	1,177	1,200	1,300
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	29,960	31,584	29,050	29,050
465 Equipment < \$5,000	5,997	2,270	2,200	9,720
Total Operating Expenses	<u>\$ 60,688</u>	<u>\$ 73,394</u>	<u>\$ 63,975</u>	<u>\$ 110,270</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 19,129	\$ 10,207	\$ 5,989	\$ 7,943
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,466	5,304	4,997	7,361
840 Workers' Compensation	-	-	-	-
850 Health Insurance	5,470	3,873	4,992	5,462
Total Fringe Benefits	<u>\$ 32,065</u>	<u>\$ 19,384</u>	<u>\$ 15,978</u>	<u>\$ 20,766</u>
Department Total	<u><u>\$ 192,039</u></u>	<u><u>\$ 162,898</u></u>	<u><u>\$ 145,277</u></u>	<u><u>\$ 227,261</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Pools****Account Code: A7180****Function: Culture and Recreation****FY 2018-19 Adopted Budget****Personal Services**

A.7180.0130	Wages		
	Crew Chief (1 @ .07) *	\$ 3,353	
	Parks and Recreation Maintenance Worker (1 @ .39)**, (1 @ .04)***	<u>15,872</u>	\$ 19,225
A.7180.0140	Temporary		74,500
A.7180.0150	Overtime		<u>2,500</u>
	Total Personal Services		<u>\$ 96,225</u>

Operating Expenses

A.7180.0410	Utilities		
	Fuel Oil	\$ 950	
	Water and Sewer	23,550	
	Electric	11,250	
	Cell Phones	250	
	Natural Gas	<u>500</u>	\$ 36,500
A.7180.0420	Insurance		2,500
A.7180.0430	Contracted Services		
	Building Repairs/Maintenance	800	
	Key Work	200	
	Portable Restroom Trailers	23,500	
	Alteri pool filter inspection	1,000	
	Fence Repairs/Replacement	<u>500</u>	26,000
A.7180.0440	Fees, Non Employee		
	First Aid and CPR	1,575	
	Lifeguard Course	2,500	
	Employment Related Testing	<u>1,125</u>	5,200
A.7180.0450	Miscellaneous		
	Mileage Reimbursements	200	
	CPO Course	<u>1,100</u>	1,300
A.7180.0460	Materials and Supplies		
	Chemicals	15,000	
	Pool Supplies	2,000	
	Maintenance Supplies	1,400	
	Uniforms	1,500	

* Split between A.7140 (5%), A.7141 (31%), A.7180 (7%) and A.7265 (57%).

** Split between A.7180 (39%), and A.7265 (61%).

*** Split between A.7140 (9%), A.7141 (24%), A.7180 (4%) and A.7265 (63%).

City of Watertown**Fiscal Year: 2018-19****Department: Pools****Account Code: A7180****Function: Culture and Recreation****FY 2018-19 Adopted Budget**

A.7180.0460	Materials and Supplies continued		
	First Aid Supplies	750	
	Lifeguard Equipment	1,700	
	Paint and Hardware	700	
	Pool Repairs	1,700	
	Electrical/Plumbing Supplies	1,000	
	Swim Lesson Supplies	1,000	
	Swim Lesson Recognition	400	
	Filtration Equipment	800	
	Pool Filter Covers	600	
	Signage	500	29,050
A.7180.0465	Equipment < \$5,000		
	Rope/Floaters/Covers	600	
	Handicap Lift	6,820	
	Pool Pump	2,300	9,720
	Total Operating Expenses		\$ 110,270
Fringe Benefits			
A.7180.0810	New York State Employees' Retirement System	\$	7,943
A.7180.0830	Social Security		7,361
A.7180.0850	Health Insurance		5,462
	Total Fringe Benefits	\$	20,766
	TOTAL BUDGET	\$	227,261

City of Watertown**Fiscal Year: 2018-19****Department: Arena****Account Code: A7265****Function: Culture and Recreation**

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

The Municipal Arena, which opened in 1975, provides the community with a variety of services. For 8 months of the year, a high-quality ice surface is maintained. The City welcomed back the Watertown Wolves Professional Hockey team for the 2017-2018 season. Ice time is rented to the Watertown Wolves professional hockey team, Minor Hockey Association, the Figure Skating Club, IHC/WHIS/IRCS, adult hockey groups, Ft. Drum groups and private groups. The ice surface is also used by seasonal broomball groups. Rock N Skate, Slip, Slide, & Skate, Public Skate and Family Skate Night continued to be offered with positive feedback.

During the remaining 4 months, the Arena is used for community events such as concerts, MMA fights, the circus, boxing, and a home show. It is a popular site and the only facility in this area that can seat 4,035 people for concerts. Some events have been held annually since the late 1970's.

2017-18 Accomplishments:

- ✓ Parks and Recreation had a successful season with the Watertown Wolves Professional Hockey team using the arena as their home ice in 2017/18.
- ✓ The Municipal Arena hosted the first ever All Army Hockey game against the Canadian Military team. The Arena was filled to capacity. This was a very popular event.
- ✓ The Watertown Figure Skating Competition had a record number of skaters for their annual competition. Both the Figure Skating Board as well as visiting judges were very impressed with the facility for the event.
- ✓ The attendance at Public Skate, Rock and Skate and Family Skate increased from past years.

2018-19 Goals and Objectives:

- Continue to work with all users to ensure the best possible customer service.
- Ensure that the arena is filled to capacity to generate revenue.
- Provide the community with new and exciting programs and events in the arena.
- Increase the number of attendees for Rock and Skate, Public Skate, Adult Skate and Family Skate.
- Work closely with Fort Drum to promote the Army Hockey team to practice at the Municipal Arena to bring back another All Army Hockey game in 18/19.
- Implement a school fee for public skate during week day public skates.

City of Watertown

Fiscal Year: 2018-19

Department: Arena

Account Code: A7265

Function: Culture and Recreation

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	1,891	-	6,599
130 Wages	8,543	101,829	128,030	136,564
140 Temporary	27,934	171,158	139,599	142,000
150 Overtime	3,056	31,979	10,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,568	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 39,533	\$ 306,857	\$ 279,197	\$ 305,163
Equipment				
230 Vehicles	\$ -	\$ -	\$ 40,000	\$ 38,000
250 Other	-	11,050	-	-
Total Equipment	\$ -	\$ 11,050	\$ 40,000	\$ 38,000
Operating Expenses				
410 Utilities	\$ 23,207	\$ 52,172	\$ 66,220	\$ 67,370
420 Insurance	7,166	6,903	7,250	11,800
430 Contracted Services	8,803	33,381	43,300	32,800
440 Fees Non Employees	456	271	1,200	1,200
450 Miscellaneous	1,447	2,420	4,750	6,250
455 Vehicle Expenses	6,020	9,081	6,400	7,275
460 Materials and Supplies	26,836	88,652	77,200	80,000
465 Equipment < \$5,000	11,685	17,678	8,630	9,500
Total Operating Expenses	\$ 85,620	\$ 210,558	\$ 214,950	\$ 216,195
Fringe Benefits				
810 NYS Employees' Retirement System	\$ (12,477)	\$ 3,796	\$ 29,108	\$ 32,069
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,987	23,017	21,360	23,344
840 Workers' Compensation	577	53	1,000	16,000
850 Health Insurance	30,072	26,063	34,927	43,026
Total Fringe Benefits	\$ 21,159	\$ 52,929	\$ 86,395	\$ 114,439
Department Total	<u>\$ 146,312</u>	<u>\$ 581,394</u>	<u>\$ 620,542</u>	<u>\$ 673,797</u>

City of Watertown**Fiscal Year: 2018-19****Department: Arena****Account Code: A7265****Function: Culture and Recreation****FY 2018-19 Adopted Budget****Personal Services**

A.7265.0120	Clerical		
	Clerk - Concession Stand (.5)*	\$	6,599
A.7265.0130	Wages		
	Crew Chief (1 @ .57)**, (1 @ .02)***	28,261	
	Municipal Worker (1 @ .02)***	711	
	Parks and Recreation Maintenance Worker (1 @ .55)****, (1 @ .54)*****, (1 @ .56)*****, (1 @ .61)*****, (1 @ .63)*****	107,592	136,564
A.7265.0140	Temporary		
	General Arena	120,000	
	Concession Stand	22,000	142,000
A.7265.0150	Overtime		20,000
	Total Personal Services	\$	305,163

Equipment

A.7265.0230	Motor Vehicles		
	Pickup Truck (3-4)	\$	38,000
	Total Equipment	\$	38,000

Operating Expenses

A.7265.0410	Utilities		
	Water/Sewer	\$	14,000
	Electric	7,250	
	Natural Gas	31,000	
	National Grid - Electric	9,400	
	Internet	2,220	
	Cable Television	3,500	\$ 67,370
A.7265.0420	Insurance		11,800

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

** Split between A.7140 (5%), A.7141 (31%), A.7180 (7%) and A.7265 (57%).

*** Split between A.7110 (78%), A.7265 (2%) and A.5142 (20%).

**** Split between A.7140 (3%), A.7141 (42%) and A.7265 (55%).

***** Split between A.7141 (46%) and A.7265 (54%).

***** Split between A.7110 (44%) and A.7265 (56%).

***** Split between A.7180 (39%), and A.7265 (61%).

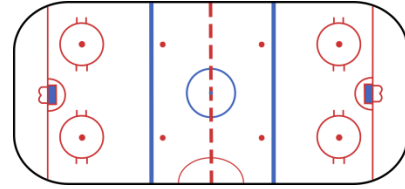
***** Split between A.7140 (9%), A.7141 (24%), A.7180 (4%) and A.7265 (63%).

City of Watertown**Fiscal Year: 2018-19****Department: Arena****Account Code: A7265****Function: Culture and Recreation**

		<u>FY 2018-19 Adopted Budget</u>	
A.7265.0430	Contracted Services		
	Outside Equipment Rentals	500	
	Facility Maintenance and Repairs	1,800	
	Trash Service	4,000	
	Pest Control	1,200	
	Zamboni Blades Sharpening	1,500	
	Public Skating Schedules	300	
	Maintenance/Repairs to Floor	1,200	
	Sprinkler Maintenance/Inspection	1,000	
	DJ Service for Skating Events	2,500	
	Heating Maintenance	6,500	
	PA System Maintenance	500	
	Merchant Processing Fees	1,500	
	Compressor Maintenance	1,000	
	Slip, Slide and Skate Instructor	1,500	
	Audio Subscription	200	
	First Aid/CPR	600	
	Zamboni Repairs	1,000	
	Forklift Repair	1,000	
	Refrigeration System Maintenance	<u>5,000</u>	32,800
A.7265.0440	Fees, Non Employee		
	Physicals for Employees		1,200
A.7265.0450	Miscellaneous		
	Safety Shoes	700	
	Mileage Reimbursement	250	
	Safety Equipment, Jackets, Gloves	1,800	
	Ice Skating Institute	350	
	North East Ice Skating Managers' Association Membership	250	
	Music Licensing Charges	900	
	Ice Tech Class	1,500	
	North East Ice Skating Managers' Association Training	<u>500</u>	6,250
A.7265.0455	Vehicle Expenses		
	Vehicle Repairs	3,000	
	Insurance	1,775	
	Fuel	<u>2,500</u>	7,275

City of Watertown**Fiscal Year: 2018-19****Department: Arena****Account Code: A7265****Function: Culture and Recreation****FY 2018-19 Adopted Budget**

A.7265.0460	Materials and Supplies		
	Skate Supplies	1,500	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Ballast Replacement	750	
	Ice Paint	2,000	
	Maintenance of Small Equipment	500	
	Building/Maintenance/Janitorial	11,000	
	Dasher Board Maintenance	2,000	
	Emergency Lights	300	
	Hardware, Lumber, Paint	750	
	Electrical/Plumbing Supplies	2,000	
	First Aid Supplies	750	
	Miscellaneous Supplies	1,600	
	Propane, Oil	800	
	Zamboni Supplies	1,500	
	Stage and Concert Supplies	500	
	Concession Stand Food	47,750	
	Concession Stand Supplies	<u>4,500</u>	80,000
A.7265.0465	Equipment < \$5,000		
	Ice Stencils	1,000	
	Hockey Goals	2,000	
	Computers	2,000	
	Bubble Ball Equipment	500	
	Rental Skate Replacements	<u>4,000</u>	<u>9,500</u>
	Total Operating Expenses		<u>\$ 216,195</u>
Fringe Benefits			
A.7265.0810	New York State Employees' Retirement System	\$	32,069
A.7265.0830	Social Security		23,344
A.7265.0840	Workers Compensation		16,000
A.7265.0850	Health Insurance		<u>43,026</u>
	Total Fringe Benefits	\$	<u>114,439</u>
	TOTAL BUDGET	\$	<u><u>673,797</u></u>



Pick-up truck (#3-004)

\$38,000

Vehicle 3-004 is a 2002 four wheel drive, one ton, regular cab pickup truck equipped with a Fisher snow plow and a power lift gate. The Department has a need for a vehicle that is a “people mover” along with a bulk item mover. This request is to replace the present regular cab four wheel drive pickup with a four door, six person, two wheel drive pickup with a power lift gate. It accomplished two issues; the ability to safely move seasonal help and the lift gate to load bulk objects into the full size eight foot pickup bed. This truck will be procured through the NYSOGS mini-bid website. The present truck will be disposed of through an online auction service.

Current Truck:



Proposed Truck:



City of Watertown**Fiscal Year: 2018-19****Department: Planning****Account Code: A8020****Function: Home and Community Services**

Description: The Planning & Community Development Department is responsible for the implementation of programs, projects and legislation that will have a positive effect on the development of the City of Watertown. Planning staff is involved in a variety of areas that affect the development of the community including downtown revitalization, riverfront development, housing programs, zoning, urban forestry, historic preservation and economic development. Many of the projects and programs within these categories involve writing grant applications and contract administration. The department also provides staff support to the Planning Board and the Zoning Board of Appeals. The Department's staff is comprised of the Planning & Community Development Director, a Senior Planner and two Planners.

2017-18 Accomplishments:

- ✓ Successfully applied for grant funding and assisted with the development of a Strategic Investment Plan and project list as part of the \$10 million Downtown Revitalization Initiative.
- ✓ Assisted with a successful grant application to fund a Comprehensive Plan for the City and began the implementation by completing a Request for Proposal process and hiring a consultant that will guide the City in the development of the plan.
- ✓ Continued to administer several grants including a grant for the Downtown-Riverfront Parks Connection Feasibility Study. Closed out three State and Municipal Facilities Program grants for the Fairgrounds Arena, Thompson Park Monument, and the Thompson Park Playground.
- ✓ Provided oversight and management of the City's urban forestry program which included the planting of 130 trees, completion of Phase 1 of the street tree inventory, completion of hazard tree evaluations and obtaining the Tree City USA designation for the 18th straight year.
- ✓ Reviewed all proposed street infrastructure projects and assisted with the implementation of several complete streets projects including the Washington St. and W. Main St. road diets. Drafted the first Complete Streets Policy Annual Report for the City Council.
- ✓ During calendar year 2017, Staff reviewed applications and prepared detailed reports for 5 site plans, 4 site plan waivers, 5 minor subdivisions, 2 zone changes, 2 special use permits, 2 zoning text amendments, 5 area variances, 5 use variances and 1 zoning interpretation.

2018-19 Goals and Objectives:

- Assist with ongoing downtown redevelopment efforts including administering projects associated with the Downtown Revitalization Initiative grant and other downtown projects.
- Continue to develop the City's first Comprehensive Plan, and pursue implementation of a Downtown-Riverfront Parks connection.
- Work with the Friends of Thompson Park and Parks & Recreation Staff on various redevelopment initiatives in Thompson Park including a master plan and the pool and bath house project.
- Continue oversight and management of the City's urban forestry program to include the planting of 120 trees, administration of Phase 2 of the street tree inventory project and the completion of the City's annual Tree City USA application.

City of Watertown**Fiscal Year: 2018-19****Department: Planning****Account Code: A8020****Function: Home and Community Services**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ -	\$ 159,868	\$ 168,168	\$ 171,532
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	291	375	500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ 160,159	\$ 168,543	\$ 172,032
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	12,017	3,872	248,300	212,745
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	5,730	4,429	6,000	6,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	795	-	-	-
465 Equipment < \$5,000	2,028	2,400	1,000	-
Total Operating Expenses	\$ 20,570	\$ 10,701	\$ 255,300	\$ 218,745
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ 27,718	\$ 24,609	\$ 24,715
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	11,060	12,894	13,161
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	28,496	36,334	39,755
Total Fringe Benefits	\$ -	\$ 67,274	\$ 73,837	\$ 77,631
Department Total	\$ 20,570	\$ 238,134	\$ 497,680	\$ 468,408

City of Watertown**Fiscal Year: 2018-19****Department: Planning****Account Code: A8020****Function: Home and Community Services****FY 2018-19 Adopted Budget****Personal Services**

A.8020.0110	Salaries		
	Planning and Community Development Director (1 @ .80) *	\$ 58,101	
	Senior Planner (1 @ .75) **	45,270	
	Planner (2 @ .75) **	<u>68,161</u>	\$ 171,532
A.8020.0150	Overtime		<u>500</u>
	Total Personal Services		<u>\$ 172,032</u>

Operating Expenses

A.8020.0430	Contracted Services		
	Sewall's Island NYWII ERP Grant Match	\$ 60,000	
	Downtown Revitalization Planning Grant ***	100,000	
	Grant Writer	40,000	
	Community Outreach - Zombie grant	10,000	
	Accela - AA User License	2,445	
	Legal Ads	<u>300</u>	212,745
A.8020.0450	Miscellaneous		
	Subscriptions/Memberships	2,800	
	Travel and Training	<u>3,200</u>	<u>6,000</u>
	Total Operating Expenses		<u>\$ 218,745</u>

Fringe Benefits

A.8020.0810	New York State Employees' Retirement System	\$ 24,715	
A.8020.0830	Social Security	13,161	
A.8020.0850	Health Insurance	<u>39,755</u>	
	Total Fringe Benefits		<u>\$ 77,631</u>
	TOTAL BUDGET		<u><u>\$ 468,408</u></u>

* Split between A.8020 (80%) and CD.8668 (20%).

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

*** Appropriation contingent upon successful grant from NYS Department of State

City of Watertown**Fiscal Year: 2018-19****Department: Storm Sewers****Account Code: A8140****Function: Home and Community Services**

Description: This account, associated with the Department of Public Works, is responsible for the repair and maintenance of the City's 46 miles of storm sewer mains, 4100 catch basins and 1275 manholes. This department is staffed with one Working Crew Chief, one Heavy Motor Equipment Operator, two Motor Equipment Operators and two Municipal Workers. Leadership is provided by the Street/Sewer Maintenance Supervisor whose position is funded half in this account and half in the Sanitary Sewer Account. The employees within this account routinely repair and replace storm water collection structures, clean storm water culverts and swales, clean and video inspect storm water pipelines and install new storm water infrastructure.

2017-18 Accomplishments:

- ✓ Reconfigured the storm drainage inlets on Pearl Street and Starbuck Avenue to eliminate standing water issues.
- ✓ Reconstructed the storm water collection system at the retaining wall failure on North Down Drive in Thompson Park.
- ✓ Installed the perimeter drainage system and performed final grading at the Thompson Park Playground site.
- ✓ Completed the yearly shared service commitment of cleaning 241 drainage structures for NYS DOT.

2018-19 Goals and Objectives:

- Continue efforts with the Town of Watertown for a cooperative solution to address storm water drainage issues on outer Holcomb Street near the City/Town boundary.
- Perform right of way maintenance including vegetation management and swale shaping work in the outer Mill Street, Starbuck Avenue drainage area.
- Address subsurface roadway drainage issues on Thompson Boulevard at Gotham Street.
- Address storm water runoff issues on Green Street at Thompson Boulevard.
- Perform storm water infrastructure maintenance & repairs as part of planned street resurfacing projects.

City of Watertown

Fiscal Year: 2018-19

Department: Storm Sewers

Account Code: A8140

Function: Home and Community Services

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 31,937	\$ 33,625	\$ 33,404	\$ 34,072
120 Clerical	-	-	-	-
130 Wages	135,562	92,577	157,286	150,888
140 Temporary	-	-	-	-
150 Overtime	2,719	1,591	2,500	3,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 170,218</u>	<u>\$ 127,793</u>	<u>\$ 193,190</u>	<u>\$ 187,960</u>
Equipment				
230 Vehicles	\$ 19,989	\$ -	\$ -	\$ -
250 Other	-	-	14,700	25,000
Total Equipment	<u>\$ 19,989</u>	<u>\$ -</u>	<u>\$ 14,700</u>	<u>\$ 25,000</u>
Operating Expenses				
410 Utilities	\$ 401	\$ 792	\$ 480	\$ 480
420 Insurance	1,377	-	1,523	1,500
430 Contracted Services	6,518	3,073	16,138	19,275
440 Fees Non Employees	146	860	840	890
450 Miscellaneous	4,385	4,664	6,275	4,275
455 Vehicle Expenses	22,916	14,023	21,650	17,325
460 Materials and Supplies	24,932	29,882	37,800	38,300
465 Equipment < \$5,000	4,755	2,333	5,900	8,700
Total Operating Expenses	<u>\$ 65,430</u>	<u>\$ 55,627</u>	<u>\$ 90,606</u>	<u>\$ 90,745</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 26,688	\$ 24,849	\$ 28,168	\$ 26,599
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,405	9,266	14,777	14,381
840 Workers' Compensation	-	123	1,000	1,000
850 Health Insurance	47,894	40,537	66,832	52,495
Total Fringe Benefits	<u>\$ 86,987</u>	<u>\$ 74,775</u>	<u>\$ 110,777</u>	<u>\$ 94,475</u>
Department Total	<u><u>\$ 342,624</u></u>	<u><u>\$ 258,195</u></u>	<u><u>\$ 409,273</u></u>	<u><u>\$ 398,180</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Storm Sewers****Account Code: A8140****Function: Home and Community Services****FY 2018-19 Adopted Budget****Personal Services**

A.8140.0110	Salaries		
	Street/Sewer Maintenance Supervisor (.50) *	\$	34,072
A.8140.0130	Wages		
	Crew Chief (1 @ .67) **	\$	33,031
	Heavy Equipment Operator (1 @ .67) **		25,618
	Motor Equipment Operator (2 @ .67) **		49,433
	Municipal Worker I (2 @ .67) **		42,806
			<u>150,888</u>
A.8140.0150	Overtime		<u>3,000</u>
	Total Personal Services	\$	<u>187,960</u>

Equipment

A.8140.0250	Other Equipment		
	6" Dri-Prime Water Pump Replacement	\$	25,000
		\$	<u>25,000</u>

Operating Expenses

A.8140.0410	Utilities		
	Tablet Aircards	\$	400
	Cellular Phone		<u>80</u>
		\$	480
A.8140.0420	Insurance		1,500
A.8140.0430	Contracted Services		
	GPS Tracking		475
	Material Disposal		4,000
	Recertify Safety Equipment		500
	Camera Software Maintenance		1,800
	Camera Equipment Repair		1,500
	Specialized Equipment Rental for Right-of-Way Maintenance		8,000
	Small Equipment Repairs		<u>3,000</u>
			19,275
A.8140.0440	Fees, Non Employees		
	Employee Testing		650
	Employee Vaccinations		<u>240</u>
			890

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

** Split between either A.5010, A.5110 or A.8140 (67%) and A.5142 (33%).

City of Watertown**Fiscal Year: 2018-19****Department: Storm Sewers****Account Code: A8140****Function: Home and Community Services**

		FY 2018-19 Adopted Budget	
A.8140.0450	Miscellaneous		
	Safety Apparel	500	
	Safety Shoes	1,000	
	Public Safety Emp Training/PESH	1,200	
	Jefferson County Stormwater Coalition	1,500	
	NASSCO Membership	75	4,275
A.8140.0455	Vehicle Expenses		
	Maintenance and Repairs	6,500	
	Tires	1,000	
	Preventive Maintenance	1,200	
	Gas and Diesel Fuel	5,600	
	Insurance	3,025	17,325
A.8140.0460	Materials and Supplies		
	Manholes and Catch Basins	7,000	
	Asphalt Patching Material	2,500	
	Pipes and Fittings	8,500	
	Castings and Grates	7,500	
	Crusher Run and Stone Products	7,000	
	Sewer Camera Supplies	1,500	
	Sewer Vac Hose, 500LF	1,300	
	Work Zone Safety Devices	1,000	
	Small Hand Tools, Related Supplies	2,000	38,300
A.8140.0465	Equipment < \$5,000		
	Sewer Jet Cleaning Heads	2,500	
	Shoring Components Replacement	2,500	
	Bypass Hose 6" Diameter with Camlocks	1,200	
	Plate Compactor (23")	2,500	8,700
	Total Operating Expenses		\$ 90,745
Fringe Benefits			
A.8140.0810	New York State Employees' Retirement System	\$	26,599
A.8140.0830	Social Security		14,381
A.8140.0840	Workers Compensation		1,000
A.8140.0850	Health Insurance		52,495
	Total Fringe Benefits	\$	94,475
TOTAL BUDGET		\$	398,180

A8140 – Storm Sewers

Fiscal Year 2018-19 Vehicles and Equipment



6" Dri-Prime Sewer Bypass Pump

\$25,000

This request is to purchase a new 6" diesel powered sewer bypass pump for use in bypass pumping sewage flows around pipe sections being repaired or inspected. In addition, the pump can be deployed during flooding events to restore pipeline capacity and reduce surcharging. This pump will replace a 1970's model 4" gas pump (1-137) that has become unreliable.

With a total purchase price of \$50,000 funding for this pump is split 50% with A8140 Storm Sewer account.



Pump 1-137, 4" gasoline, to be replaced:



City of Watertown**Fiscal Year: 2018-19****Department: Refuse and Recycling****Account Code: A8160****Function: Home and Community Services**

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

In 2017, City crews collected 3,014 tons of residential refuse, an increase of 42 tons over the previous year. Crews also collected 528 tons of recyclable materials, a slight eight ton increase from 2016. Recycling continues to be in the 17-18% range of solid waste collected. It is estimated that approximately 1,000 tons of yard waste comprised of brush, leaves and grass clippings are collected annually. Jefferson County Solid Waste has agreed to accept the City's compost at their facility at no charge. The residential bulk item drop off program, held in response to the community's request for an economical alternative for bulk item disposal will now be held annually in the spring. The division participated in 38 Codes ordered private property cleanups removing a total of 25.4 tons of trash and debris from these premises. The City's "on-demand" collection service during July and August responded to 137 requests and disposed of 7 tons of material. Again the Fort Drum bio-mass heating plant provided a contractor to process and haul brush grinding by-product at no charge to the City.

2017-18 Accomplishments:

- ✓ Accepted bids on the replacement of two side load refuse packers and a green waste collection vehicle. Vehicles will be delivered in the 2018-19 fiscal year.
- ✓ Have met with Development Authority for assistance in switching to clear plastic bags for refuse and paper bags for yard waste.
- ✓ Transition to a new supervisor to oversee solid waste.

2018-19 Goals and Objectives:

- Develop contract specifications for the mowing of the closed landfill with a multi- year agreement in time for the annual fall mowing.
- Formally adopt/mandate clear refuse and paper yard waste bag curbside collection.
- Continue to lobby DANC and Jefferson County Solid Waste Management to initiate facility and operational enhancements for the purpose of increasing recycling levels (i.e. single stream).

City of Watertown**Fiscal Year: 2018-19****Department: Refuse and Recycling****Account Code: A8160****Function: Home and Community Services**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
Budget Summary	Actual	Actual	Adopted Budget	Adopted Budget
Personal Services				
110 Salaries	\$ 22,869	\$ 23,180	\$ 15,351	\$ 7,350
120 Clerical	-	-	-	-
130 Wages	219,535	257,276	317,114	321,298
140 Temporary	9,005	-	-	-
150 Overtime	14,609	13,491	16,000	16,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	4,300	6,176
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 268,818</u>	<u>\$ 296,747</u>	<u>\$ 352,765</u>	<u>\$ 350,824</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 672	\$ 324	\$ 276	\$ 300
420 Insurance	-	-	-	-
430 Contracted Services	223,717	220,298	248,005	248,255
440 Fees Non Employees	11,086	5,499	14,100	14,100
450 Miscellaneous	4,290	3,255	6,800	7,100
455 Vehicle Expenses	86,322	120,279	76,000	84,225
460 Materials and Supplies	5,960	13,257	17,300	17,300
465 Equipment < \$5,000	3,270	10,519	-	-
Total Operating Expenses	<u>\$ 335,317</u>	<u>\$ 373,431</u>	<u>\$ 362,481</u>	<u>\$ 371,280</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 42,525	\$ 35,636	\$ 42,543	\$ 38,585
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	19,522	21,552	26,986	26,838
840 Workers' Compensation	27,322	58,937	75,000	75,000
850 Health Insurance	69,135	83,642	101,220	82,385
Total Fringe Benefits	<u>\$ 158,504</u>	<u>\$ 199,767</u>	<u>\$ 245,749</u>	<u>\$ 222,808</u>
Department Total	<u><u>\$ 762,639</u></u>	<u><u>\$ 869,945</u></u>	<u><u>\$ 960,995</u></u>	<u><u>\$ 944,912</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Refuse and Recycling****Account Code: A8160****Function: Home and Community Services****FY 2018-19 Adopted Budget****Personal Services**

A.8160.0110	Salaries		
	Fleet Manager (6 months) (.20) *	\$	7,350
A.8160.0130	Wages		
	Crew Chief	49,300	
	Refuse Motor Equipment Operator (6 @ 1.0), (2 @ .67) **	271,998	321,298
A.8160.0150	Overtime		16,000
A.8160.0175	Health Insurance Buyout		6,176
	Total Personal Services	\$	350,824

Operating Expenses

A.8160.0410	Utilities		
	Water/Sewer	\$	300
A.8160.0430	Contracted Services		
	Route Optimization License/Renewal	5,800	
	GPS Tracking (7)	2,495	
	Tipping Fees (Regular)	217,000	
	Education/Public Awareness/Ads	4,800	
	Fees (One Drop Off Event)	8,000	
	Employee Uniform Rental	2,000	
	Overhead Door Preventative Maintenance	400	
	Annual Fire Alarm Monitoring	360	
	Pressure Washer Repair	900	
	Mowing of Closed Landfill	6,500	248,255
A.8160.0440	Fees Non Employee		
	Employment Related Testing	1,100	
	Landfill Monitoring Fees	13,000	14,100
A.8160.0450	Miscellaneous		
	Safety Shoes and Equipment	2,700	
	Bulk Postage for Tote Bills	2,400	
	Safety Training/PESH	1,800	
	Permits and Miscellaneous	200	7,100

* Split between either A.1640 (80%) and A.8160 (20%).

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

City of Watertown**Fiscal Year: 2018-19****Department: Refuse and Recycling****Account Code: A8160****Function: Home and Community Services****FY 2018-19 Adopted Budget**

A.8160.0455	Vehicle Expenses		
	Vehicle Maintenance and Repairs	35,000	
	Preventive Maintenance	3,200	
	Gas and Diesel Fuels	38,275	
	Insurance	<u>7,750</u>	84,225
A.8160.0460	Materials and Supplies		
	Refuse Bag Stickers and Forms	7,000	
	Totes	6,000	
	Tote Repair Parts	800	
	Landfill Drainage/Ground Materials	2,500	
	Miscellaneous Supplies	<u>1,000</u>	<u>17,300</u>
	Total Operating Expenses		<u>\$ 371,280</u>
Fringe Benefits			
A.8160.0810	New York State Employees' Retirement System	\$	38,585
A.8160.0830	Social Security		26,838
A.8160.0840	Workers Compensation		75,000
A.8160.0850	Health Insurance		<u>82,385</u>
	Total Fringe Benefits	\$	<u>222,808</u>
	TOTAL BUDGET	\$	<u><u>944,912</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: General****Account Code: A9040, A9050, A9060, A9065, A9070, A9089, A9501, A9512, A9950, A9960****Function: General Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
A.9040.0800 Workers' Compensation	\$ 99,586	\$ 102,006	\$ 89,000	\$ 90,000
A.9050.0800 Unemployment Claims	24,897	6,675	10,000	5,000
A.9060.0800 Health Insurance - Retirees	3,505,098	3,669,936	4,214,012	4,705,697
A.9065.0800 Medicare Part B - Retirees	343,879	361,682	388,296	450,309
A.9070.0800 Compensated Absences	51,250	(42,624)	-	-
A.9089.0800 Other Employee Benefits	4,326	4,361	5,000	5,000
A.9501.0900 General Liability Reserve	75,000	75,000	75,000	45,000
A.9512.0900 Transfer to Library Fund	1,204,698	1,148,599	1,399,839	1,375,144
A.9950.0900 Transfer to Capital Fund	631,398	883,484	683,500	641,500
A.9960.0900 Black River Trust Reserve	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	<u>\$ 5,950,132</u>	<u>\$ 6,219,119</u>	<u>\$ 6,874,647</u>	<u>\$ 7,327,650</u>

Accounts A9040, A9050, A9060, A9065, A9070 and A9089 represent fringe benefit expenses that are not charged directly to detail operating accounts.

A9501 - General Liability Reserve - This represents the annual transfer to support the costs associated with defending claims against the City.

A9512 - Transfer to Library Fund - Operating support of the Flower Memorial Library.

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

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

City of Watertown

Fiscal Year: 2018-19
Department: Debt Service
Account Code: A9710
Function: Debt Service

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Serial Bonds				
A9710.6 Principal	\$ 2,320,843	\$ 2,152,872	\$ 2,329,357	\$ 2,202,713
A9710.7 Interest	737,857	681,272	705,087	607,346
Bond Anticipation Notes				
A9730.6 Principal	-	121,000	-	177,000
A9730.7 Interest	-	24,500	-	54,000
Total Budget	<u>\$ 3,058,700</u>	<u>\$ 2,979,644</u>	<u>\$ 3,034,444</u>	<u>\$ 3,041,059</u>

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

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE)					PRINCIPAL BALANCE AT END OF FISCAL YEAR
/ MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	
2/15/2008 (3.25 - 4.00%)	2/15/2023	\$ 133,000	\$ 26,593	\$ 159,593	\$ 558,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	191,500	3,112	194,612	-
6/15/2010 (3.125 - 4.00%)	12/15/2024	90,000	14,030	104,030	347,000
4/15/2011 A (2.00 - 4.00%)	11/15/2025	140,000	46,775	186,775	1,150,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	12,133	425	12,558	-
4/15/2011 C (2.00 - 6.00%)	11/15/2022	320,000	91,720	411,720	1,465,000
6/28/2011 (2.00 - 3.00%)	6/15/2021	140,500	12,645	153,145	281,000
6/12/2013 (3.00 - 3.50%)	10/15/2027	61,800	15,532	77,332	466,200
4/10/2014 A (1.50 - 2.75%)	4/1/2024	114,000	9,037	123,037	294,000
6/18/2014 (1.00 - 2.625%)	11/15/2023	408,929	12,513	421,442	359,910
6/25/2015 A (3.00 - 3.50%)	6/15/2040	280,000	310,037	590,037	8,920,000
6/25/2015 B (2.00 - 3.125%)	6/15/2030	79,000	12,334	91,334	394,000
6/15/2017 (2.00 - 3.00%)	6/15/2032	231,851	52,593	284,444	2,198,806
TOTAL		<u>\$ 2,202,713</u>	<u>\$ 607,346</u>	<u>\$ 2,810,059</u>	<u>\$ 16,433,916</u>

WATER FUND

**City of Watertown
Fiscal Year 2018-19 Adopted Budget
Water Fund Summary**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Water Rents	\$ 3,228,882	\$ 3,488,909	\$ 3,518,000	\$ 3,782,919
Unmetered Water Sales	9,296	12,756	10,000	10,000
Outside User Fees	1,438,303	1,541,172	1,593,000	1,386,000
Water Service Charges	76,068	46,945	75,000	60,000
Interest and Penalties on Water Rents	61,307	49,485	62,000	55,000
Interest Earnings	2,078	2,359	2,000	15,000
Sale of Scrap	2,494	3,743	3,000	3,000
Sale of Equipment	5,275	-	-	-
Insurance Recoveries	836	1,001	1,000	1,000
Premium on Obligations	2,188	5,220	-	-
Unclassified Revenues	954	2,795	1,000	1,000
Payment Processing Fees	4,679	5,323	5,000	6,000
Metered Water Sales - Other Funds	146,591	180,308	212,000	176,000
State Aid, Home & Community Services	-	15,958	-	303,815
Interfund Transfer	29,010	60,000	1,000	1,000
Sub-Total	\$ 5,007,961	\$ 5,415,974	\$ 5,483,000	\$ 5,800,734
Appropriated Fund Balance	147,629	-	-	115,950
Total Revenues	\$ 5,155,590	\$ 5,415,974	\$ 5,483,000	\$ 5,916,684

<u>Expenditures</u>				
Administration	\$ 252,236	\$ 241,724	\$ 247,622	\$ 283,715
Source, Supply, Power and Pumping	519,281	526,377	653,400	669,505
Purification	1,774,285	1,762,549	1,976,464	2,017,994
Transmission and Distribution	1,227,273	1,100,352	1,345,590	1,403,734
General	557,494	529,557	339,288	573,343
Debt Service	825,021	851,096	920,636	968,393
Total Expenditures	\$ 5,155,590	\$ 5,011,655	\$ 5,483,000	\$ 5,916,684

<u>Fund Balance</u>		
Beginning reserve and fund balances	\$ 830,820	\$ 832,499
- Prior period adj. for reclassification of charges	-	170,435
+ Prior period adj. for hydro-electric charges	149,308	-
+ Revenues	5,007,961	5,415,974
- Expenses	(5,155,590)	(5,011,655)
Ending reserve and fund balances	\$ 832,499	\$ 1,407,253
Fund balance reserved for encumbrances	(4,729)	(29,299)
Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	\$ 827,770	\$ 1,377,954

City of Watertown
Fiscal Year 2018-19 Adopted Budget
Water Fund Revenue Summary

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
F2140 Water Rents	\$ 3,228,882	\$ 3,488,909	\$ 3,518,000	\$ 3,782,919
F2142 Unmetered Water Sales	9,296	12,756	10,000	10,000
F2143 Outside User Fees	1,438,303	1,541,172	1,593,000	1,386,000
F2144 Water Service Charges	76,068	46,945	75,000	60,000
F2148 Interest and Penalties on Water Rents	61,307	49,485	62,000	55,000
F2401 Interest Earnings	2,078	2,359	2,000	15,000
F2650 Sale of Scrap	2,494	3,743	3,000	3,000
F2665 Sale of Equipment	5,275	-	-	-
F2680 Insurance Recoveries	836	1,001	1,000	1,000
F2710 Premium on Obligations	2,188	5,220	-	-
F2770 Unclassified Revenues	954	2,795	1,000	1,000
F2773 Payment Processing Fees	4,679	5,323	5,000	6,000
F2830 Metered Water Sales - Other Funds	146,591	180,308	212,000	176,000
F3989 State Aid - Home & Community	-	15,958	-	303,815
F5031 Interfund Transfers	29,010	60,000	1,000	1,000
Sub-Total	5,007,961	5,415,974	5,483,000	5,800,734
Appropriated Fund Balance	147,629	-	-	115,950
Total Revenues	<u>\$ 5,155,590</u>	<u>\$ 5,415,974</u>	<u>\$ 5,483,000</u>	<u>\$ 5,916,684</u>

City of Watertown

Fiscal Year: 2018-19
Department: Water Fund
Account Code: Revenues
Function: Revenue Descriptions

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

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

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

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

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

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

F2650 - Sale of Scrap – Sales of excess scrap.

F2665 – Sale of Equipment – Sales of equipment.

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

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

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

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

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

F3989 - State Aid, Home and Community Services - Grant proceeds from the New York State Department of Health for the Lead Service Line Replacement Program.

F5301 – Interfund Transfers – Transfers from other funds.

City of Watertown**Fiscal Year: 2018-19****Department: Administration****Account Code: F8310****Function: Administration**

Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,942 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the Wastewater Treatment Plant. Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and one Account Clerk Typist. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the office coordinates services with other City departments, other Water Fund personnel, and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent oversees Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydroelectric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2017-18 Accomplishments:

- ✓ Implemented Carte Graph in the creation and dissemination of work assignments for water meter shutoffs in April and October.
- ✓ Worked with the Distribution and Maintenance Supervisor to develop a plan for the most efficient replacement of meter boxes and dials that are not able to be data logged since fixed data collection AMI is not feasible.
- ✓ Developed a process for transferring data between KVS, GIS and Carte Graph systems.

2018-19 Goals and Objectives:

- Continue to expand Carte Graph implementation to further connect department sections.
- Expand SCADA and video monitoring systems.
- Complete radio read data collection process.
- Prepare for personnel changes due to retirement and ever changing computer system procedures and job changes.

City of Watertown

Fiscal Year: 2018-19

Department: Administration

Account Code: F8310

Function: Administration

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 45,137	\$ 43,746	\$ 40,392	\$ 41,200
120 Clerical	45,108	48,106	46,722	52,632
130 Wages	38,369	39,873	40,003	31,882
140 Temporary	3,368	3,334	5,000	1,000
150 Overtime	12,823	7,075	1,500	1,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 144,805</u>	<u>\$ 142,134</u>	<u>\$ 133,617</u>	<u>\$ 128,214</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 1,788	\$ 1,834	\$ 630	\$ 630
420 Insurance	318	318	400	325
430 Contracted Services	16,839	17,338	25,050	59,225
440 Fees Non Employees	2,650	2,500	3,200	3,200
450 Miscellaneous	16,172	14,493	15,900	24,000
455 Vehicle Expenses	3,287	1,263	2,550	1,425
460 Materials and Supplies	2,664	1,717	3,225	3,225
465 Equipment < \$5,000	417	2,091	1,625	1,050
Total Operating Expenses	<u>\$ 44,135</u>	<u>\$ 41,554</u>	<u>\$ 52,580</u>	<u>\$ 93,080</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 22,138	\$ 21,181	\$ 19,640	\$ 18,075
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,633	10,379	10,222	9,810
840 Workers' Compensation	-	-	-	-
850 Health Insurance	30,525	26,476	31,563	34,536
Total Fringe Benefits	<u>\$ 63,296</u>	<u>\$ 58,036</u>	<u>\$ 61,425</u>	<u>\$ 62,421</u>
Department Total	<u><u>\$ 252,236</u></u>	<u><u>\$ 241,724</u></u>	<u><u>\$ 247,622</u></u>	<u><u>\$ 283,715</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Administration****Account Code: F8310****Function: Administration****FY 2018-19 Adopted Budget****Personal Services**

F.8310.0110	Salaries		
	Superintendent of Water (.45) *	\$	41,200
F.8310.0120	Clerical		
	Principal Account Clerk (.50) **	\$	25,268
	Senior Account Clerk Typist (.50) **		19,694
	Account Clerk Typist (.50) **		<u>7,670</u>
			52,632
F.8310.0130	Wages		
	SCADA Technician (.40) ***		21,973
	Water Meter Reader (.25) **		<u>9,909</u>
			31,882
F.8310.0140	Temporary **		1,000
F.8310.0150	Overtime **		<u>1,500</u>
	Total Personal Services	\$	<u>128,214</u>

Operating Expenses

F.8310.0410	Utilities		
	Cell Phones	\$	630
F.8310.0420	Insurance		325
F.8310.0430	Contracted Services		
	Office Rental	\$	9,120
	Software Support Fees		3,725
	Merchant Fees		8,500
	Debt Disclosure Filing Fees		250
	Equipment Repairs		300
	Meter Reading Equipment Repairs		500
	Consumer Confidence Report		2,700
	Federally Mandated Training and Employee Assistance Program		730
	Grant Writer		20,000
	Safety Consultant		12,500
	Equipment Maintenance Contracts		<u>900</u>
			59,225
F.8310.0440	Fees, Non Employees		
	Actuarial Services		200
	Audit Services		<u>3,000</u>
			3,200

* Split between A.5184 (10%), F.8310 (45%) and G.8110 (45%).

** Split between F.8310 (50%) and G.8110 (50%). Water Meter Reader position is funded only through December 31, 2018. Account Clerk Typist position is funded beginning January 1, 2019.

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

City of Watertown

Fiscal Year: 2018-19
Department: Administration
Account Code: F8310
Function: Administration

		FY 2018-19 Adopted Budget	
F.8310.0450	Miscellaneous		
	Membership AWWA	1,900	
	Travel and Training	500	
	Postage For Billing	11,000	
	Postage For Annual Report	100	
	Postage for Lead Copper Rule and		
	Disinfectant By-products	10,000	
	Text/Reference Materials	500	24,000
F.8310.0455	Vehicle Expenses		
	Fuel	750	
	Maintenance and Repairs	300	
	Insurance	375	1,425
F.8310.0460	Materials and Supplies		
	Printed Forms, Bills	2,500	
	Office Supplies	725	3,225
F.8310.0465	Equipment < \$5,000		
	Computer **	500	
	Sit Stand Desk **	250	
	Office Chairs **	300	1,050
	Total Operating Expenses		\$ 93,080
Fringe Benefits			
F.8310.0810	New York State Employees' Retirement System	\$	18,075
F.8310.0830	Social Security		9,810
F.8310.0850	Health Insurance		34,536
	Total Fringe Benefits	\$	62,421
TOTAL BUDGET		\$	283,715

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

City of Watertown**Fiscal Year: 2018-19****Department: Source of Supply, Power and Pumping****Account Code: F8320****Function: Water Operations**

Description: Primary facilities supported by this account include the Dosing Station, Coagulation Basin and Low Lift Pump Station, all of which are located adjacent to NYS Rte. 3, east of the City, and the Main Pump Station on Huntington Street. Raw river water flows through the Dosing Station where chemicals are added to settle out organic matter and silt in the 66,000,000 gallon Coagulation Basin. The settled water is then pumped through the Low Lift Station to the Water Treatment Plant. The Main Pump Station pumps the finished potable water through the distribution system to the customers. The cost of power for the treatment facilities is covered under this account.

The pre-treatment facilities provide settled water to the Water Treatment Plant that can be treated and polished more readily than raw river water to provide a high quality finished product. The Main Pump Station transfers quality potable water to the distribution system.

2017-18 Accomplishments:

- ✓ Continued the dredging of the coagulation basin.
- ✓ Replaced roof on Pump House.
- ✓ Conducted asset entry into Cartegraph.
- ✓ Performed an evaluation of the Soda Ash chemical feed system.

2018-19 Goals and Objectives:

- Continue the dredging of the coagulation basin.
- Continue implementation of Cartegraph program to improve facility maintenance and documentation.
- Monitor raw water quality upstream of Dosing Station Intake.
- Resume the use of Soda Ash to increase finished water alkalinity.
- Acquire property adjacent to the Coagulation Settling Basin.

City of Watertown

Fiscal Year: 2018-19

Department: Source of Supply, Power and Pumping

Account Code: F8320

Function: Water Operations

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	13,948	-	-	-
Total Equipment	\$ 13,948	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 481,089	\$ 506,557	\$ 580,750	\$ 596,130
420 Insurance	4,082	5,303	5,575	3,600
430 Contracted Services	12,018	3,633	27,075	36,575
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,769	2,814	19,500	25,700
465 Equipment < \$5,000	4,375	8,070	20,500	7,500
Total Operating Expenses	\$ 505,333	\$ 526,377	\$ 653,400	\$ 669,505
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Department Total	<u>\$ 519,281</u>	<u>\$ 526,377</u>	<u>\$ 653,400</u>	<u>\$ 669,505</u>

City of Watertown**Fiscal Year: 2018-19****Department: Source of Supply, Power and Pumping****Account Code: F8320****Function: Water Operations**

		<u>FY 2018-19 Adopted Budget</u>	
Operating Expenses			
F.8320.0410	Utilities		
	Electric	\$ 588,130	
	Natural Gas	7,000	
	Water and Sewer (Town of Pamelaia)	<u>1,000</u>	\$ 596,130
F.8320.0420	Insurance		3,600
F.8320.0430	Contracted Services		
	Maintenance Contracts Generators	3,000	
	Pump Repairs	5,000	
	High Lift Variable Frequency Drive Service	3,000	
	Electric Repairs and Service	3,000	
	Boiler Repairs, Maintenance and Service	3,000	
	Miscellaneous Repairs and Services	5,000	
	Propane Tank Rental	400	
	Portable Toilet Rental	675	
	Miscellaneous	1,000	
	Fence Repairs	10,000	
	HVAC Repairs	1,500	
	Crane Inspection	<u>1,000</u>	36,575
F.8320.0460	Materials and Supplies		
	Grease and Oil	1,000	
	Fuel Oil, Generator	2,500	
	Diesel for Dredge	3,500	
	Dredge Equipment Parts	2,500	
	Propane, Small Generator	1,200	
	Mechanical Equipment Parts and Repairs	5,000	
	Electronic Equipment Parts and Repairs	5,000	
	Fencing Materials	<u>5,000</u>	25,700
F.8320.0465	Equipment < \$5,000		
	Process Controllers	1,500	
	SCADA Equipment	1,000	
	Metering Pump Replacement	<u>5,000</u>	7,500
	Total Operating Expenses		<u>\$ 669,505</u>
	TOTAL BUDGET		<u><u>\$ 669,505</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Purification****Account Code: F8330****Function: Water Operations**

Description: The City's 15 MGD Water Plant purified and delivered more than 1.89 billion gallons of high quality potable water last year. An average of 5.19 million gallons per day (MGD) was processed for domestic and industrial use by the citizens of the City of Watertown, neighbors in the Towns of Watertown, Pamelaia, Leray, Champion, and personnel at Fort Drum in 2017. The plant is staffed with a Chief Operator, five WTP operators, two Operator trainees, a Lab Technician, and a four-member maintenance crew. This is a 24-hour a day operation, requiring at least one operator on duty at all times. All but two staff members are certified and licensed by NYS Dept of Health to operate a community water system.

A strong emphasis on maintenance training enables the staff to perform the majority of maintenance tasks required to keep the high tech equipment functioning properly. In addition to the main plant, staff maintains several off-site facilities. The goal of the Water Treatment Plant staff is to provide the highest quality potable water, meeting all applicable standards of the NYSDOH and the USEPA, at the lowest reasonable cost, and to properly maintain the plant, service the equipment and improve plant processes.

2017-18 Accomplishments:

- ✓ Two operator trainees successfully completed IIA school in Fall of 2017 and received their licenses.
- ✓ Hired one operator trainee.
- ✓ Rebuilt the two backwash pumps.
- ✓ Replaced backwash pump motors with efficient Variable Frequency Drives and compatible motors.
- ✓ Installed cross connection control on the emergency backwash supply.
- ✓ Completed engineering evaluation of finished water issues of pH and the control of Lead.

2018-19 Goals and Objectives:

- Implement the recommendations from the engineering evaluation to control disinfection by product formation.
- Continue to work on reducing disinfection by-products in the distribution system.
- Continue improvements to the original buildings constructed in 1858.

City of Watertown

Fiscal Year: 2018-19

Department: Purification

Account Code: F8330

Function: Water Operations

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 58,247	\$ 61,195	\$ 61,496	\$ 62,726
120 Clerical	-	-	-	-
130 Wages	542,715	535,762	561,552	600,030
140 Temporary	-	-	4,000	-
150 Overtime	26,113	24,893	26,000	26,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,400	5,600	5,600	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 635,475</u>	<u>\$ 627,450</u>	<u>\$ 658,648</u>	<u>\$ 697,156</u>
Equipment				
230 Motor Vehicle	\$ 35,921	\$ 26,248	\$ -	\$ -
250 Other	-	6,879	36,000	-
Total Equipment	<u>\$ 35,921</u>	<u>\$ 33,127</u>	<u>\$ 36,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 359,634	\$ 334,109	\$ 365,800	\$ 383,968
420 Insurance	11,935	13,998	14,700	12,075
430 Contracted Services	34,341	63,717	85,625	50,955
440 Fees Non Employees	566	998	625	1,000
450 Miscellaneous	18,178	17,537	25,300	19,800
455 Vehicle Expenses	8,165	6,221	9,900	11,675
460 Materials and Supplies	365,591	380,598	427,450	505,115
465 Equipment < \$5,000	34,731	28,243	52,300	36,500
Total Operating Expenses	<u>\$ 833,141</u>	<u>\$ 845,421</u>	<u>\$ 981,700</u>	<u>\$ 1,021,088</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 96,046	\$ 86,221	\$ 93,482	\$ 94,669
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	46,666	46,112	50,386	53,333
840 Workers' Compensation	912	-	-	-
850 Health Insurance	126,124	124,218	156,248	151,748
Total Fringe Benefits	<u>\$ 269,748</u>	<u>\$ 256,551</u>	<u>\$ 300,116</u>	<u>\$ 299,750</u>
Department Total	<u><u>\$ 1,774,285</u></u>	<u><u>\$ 1,762,549</u></u>	<u><u>\$ 1,976,464</u></u>	<u><u>\$ 2,017,994</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Purification****Account Code: F8330****Function: Water Operations****FY 2018-19 Adopted Budget****Personal Services**

F.8330.0110	Salaries		
	Chief Water Treatment Plant Operator	\$	62,726
F.8330.0130	Wages		
	Water Treatment Plant Maint. Supervisor	\$	58,891
	Laboratory Technician		53,094
	Water Treatment Plant Maintenance Mechanic (2)		101,147
	Building Maintenance Worker		39,990
	Water Treatment Plant Operator (6)		269,681
	Water Treatment Plant Operator Trainee (2)		77,227
			600,030
F.8330.0150	Overtime		26,000
F.8330.0175	Health Insurance Buyout		8,400
	Total Personal Services	\$	697,156

Operating Expenses

F.8330.0410	Utilities		
	Sewer Charges	\$	370,000
	Natural Gas		11,000
	Telephone		2,968
		\$	383,968
F.8330.0420	Insurance		12,075
F.8330.0430	Contracted Services		
	AC Boiler Repair and Maintenance		2,500
	Electric Repair and Maintenance		2,500
	Equipment Repairs		5,000
	Advertising		1,000
	Analytical Testing		24,000
	Hazardous Material Disposal		2,000
	Equipment Rental		1,000
	Reduced Pressure Zone Valve Inspection		1,500
	Cartograph Maintenance		7,455
	Filter Media Analysis		1,000
	HVAC Repairs		1,500
	Inspection of Fire/Intrusion Alarms		1,500
			50,955
F.8330.0440	Fees, Non Employee		
	Haz-Mat License Fee		375
	Tier II Registration		25
	Lab Accreditation Fee		600
			1,000
F.8330.0450	Miscellaneous		
	Operation Credit Courses		4,000
	Pesticide Training		1,500
	Travel and Training, C.E.D		3,000

City of Watertown**Fiscal Year: 2018-19****Department: Purification****Account Code: F8330****Function: Water Operations**

		<u>FY 2018-19 Adopted Budget</u>	
F.8330.0450	Miscellaneous continued		
	Reference Materials and Texts	1,000	
	Safety Training and Equipment	3,000	
	Boots, Helmets, Goggles	2,500	
	Occupational Tests	2,800	
	Miscellaneous	<u>2,000</u>	19,800
F.8330.0455	Vehicle Expenses		
	Maintenance and Repairs	2,000	
	Fuel	6,600	
	Insurance	<u>3,075</u>	11,675
F.8330.0460	Materials and Supplies		
	Process Chemicals	463,143	
	Materials and Supplies	31,972	
	Mechanical Parts and Repair	5,000	
	Electrical Parts and Repair	<u>5,000</u>	505,115
F.8330.0465	Equipment < \$5,000		
	Computers (2)	2,000	
	Lab Turbidimeter	3,800	
	Raw Water Sampling Equipment	1,000	
	Chart Recorder Replacement	3,800	
	Chemical Dose Pump	5,000	
	Online Turbidimeter	2,700	
	Online Chlorine Analyzer	3,500	
	SCADA Equipment	1,000	
	Office Furniture	1,000	
	Lab Dessicator	1,000	
	Chlorine Safety Equipment	5,000	
	Mower Deck	3,700	
	Process Controllers	<u>3,000</u>	36,500
	Total Operating Expenses		<u>\$ 1,021,088</u>
Fringe Benefits			
F.8330.0810	New York State Employees' Retirement System	\$	94,669
F.8330.0830	Social Security		53,333
F.8330.0840	Workers' Compensation		-
F.8330.0850	Health Insurance		<u>151,748</u>
	Total Fringe Benefits	\$	<u>299,750</u>
TOTAL BUDGET		\$	<u><u>2,017,994</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Transmission and Distribution****Account Code: F8340****Function: Water Operations**

Description: This departmental unit has 15 employees who are responsible for the operation and maintenance of the water distribution network. The system includes 100 miles of water main piping from 4" to 24", 865+ fire hydrants, 2600+ gate valves and 8,500 service lines. These employees make over 1,000 service calls and respond to a significant number of leaks and water main breaks each year. Departmental employees install, repair and replace many water services and 350 to 500 water meters annually. Additionally, these employees install, replace and extend water mains, maintain the two finished water reservoirs, and the 250,000 gallon elevated water tank. Layout and design assistance, as well as, inspection of water line installation is provided for construction and maintenance projects. An Engineering Technician is responsible for maintaining proper records and maps and for providing layout and locations of water lines for contractors and utility companies. This division also maintains a fleet of service trucks, backhoes and dump trucks used in providing these services.

2017-18 Accomplishments:

- ✓ Staff conducted the annual distribution flushing program.
- ✓ Staff repaired 60 hydrants from the program.
- ✓ Staff replaced 3 fire hydrants in our distribution system.
- ✓ Replaced 480 residential and commercial water meters.
- ✓ Installed 13 new water services and repaired 26 for city customers.
- ✓ Inspected new services and fire services installed by private contractors to insure compliance with health requirements.
- ✓ Repaired 8 water main breaks in our distribution system ranging from 4" to 8".
- ✓ Staff thawed 15 frozen water services for city customers.
- ✓ Repaired 39 frozen water meters for city customers.
- ✓ Staff installed 2,200 feet of water main and 21 water services on Knickerbocker Drive.

2018-19 Goals and Objectives:

- Participate in the Lead Service Line Replacement Program (LSLRP) for City residents.
- Continue with the intensified meter replacement program.
- Conduct the annual hydrant flushing program and repair/replace as required.
- Participate in the installation of the new water main in conjunction with the Flower Avenue East reconstruction project.
- Conduct leak survey of the distribution system.
- Clean out spoils from the freeze dry beds on the Island.
- Participate in the installation of the Splash Pad at Thompson Park by providing a 4" service.

City of Watertown

Fiscal Year: 2018-19
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 68,569	\$ 50,624	\$ 69,041	\$ 70,422
120 Clerical	-	-	-	-
130 Wages	501,928	510,283	513,919	536,037
140 Temporary	21,880	15,532	20,000	20,000
150 Overtime	19,622	19,312	30,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 614,799</u>	<u>\$ 598,551</u>	<u>\$ 635,760</u>	<u>\$ 649,259</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ 30,000	\$ -
250 Other	35,104	25,079	-	-
Total Equipment	<u>\$ 35,104</u>	<u>\$ 25,079</u>	<u>\$ 30,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 7,975	\$ 31,223	\$ 35,000	\$ 32,500
420 Insurance	4,026	5,098	5,375	4,950
430 Contracted Services	7,444	13,114	16,100	15,055
440 Fees Non Employees	196	581	950	950
450 Miscellaneous	4,678	8,245	12,250	12,250
455 Vehicle Expenses	41,149	45,685	61,100	58,700
460 Materials and Supplies	31,297	29,968	58,600	216,376
465 Equipment < \$5,000	90,911	48,406	112,450	15,600
Total Operating Expenses	<u>\$ 187,676</u>	<u>\$ 182,320</u>	<u>\$ 301,825</u>	<u>\$ 356,381</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 96,762	\$ 93,335	\$ 91,074	\$ 92,387
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	44,699	43,511	48,636	49,667
840 Workers' Compensation	87,564	(4,352)	50,000	50,000
850 Health Insurance	160,669	161,908	188,295	206,040
Total Fringe Benefits	<u>\$ 389,694</u>	<u>\$ 294,402</u>	<u>\$ 378,005</u>	<u>\$ 398,094</u>
Department Total	<u><u>\$ 1,227,273</u></u>	<u><u>\$ 1,100,352</u></u>	<u><u>\$ 1,345,590</u></u>	<u><u>\$ 1,403,734</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: Transmission and Distribution****Account Code: F8340****Function: Water Operations****FY 2018-19 Adopted Budget****Personal Services**

F.8340.0110	Salaries		
	Supervisor Water Distribution System	\$	70,422
F.8340.0130	Wages		
	Crew Chief (2)	\$	89,068
	Engineering Technician		45,778
	Water Meter Service Mechanic (2 @ .50) *		46,478
	Stock Attendant		39,990
	Motor Equipment Operator (2)		86,460
	Water Maintenance Mechanic (6)		228,263
			536,037
F.8340.0140	Temporary		20,000
F.8340.0150	Overtime		20,000
F.8340.0175	Health Insurance Buy-out		2,800
	Total Personal Services	\$	649,259

Operating Expenses

F.8340.0410	Utilities		
	Natural Gas	\$	5,500
	Electric		23,000
	Cell Phones		2,800
	Telephone		1,200
		\$	32,500
F.8340.0420	Insurance		4,950
F.8340.0430	Contracted Services		
	Equipment Repair and Maintenance		1,500
	Equipment Rental		600
	Maintenance Contract on Copier		350
	Facility Maintenance		1,200
	CAD Maintenance Annual Fee		1,100
	WaterCad Select Service Fee		2,200
	Cartegraph Software Maintenance		7,455
	Annual Crane Hoist Inspection		400
	Radio Repairs		250
			15,055
F.8340.0440	Fees, Non Employee		
	Random Drug Testing for CDLs		600
	Physicals		350
			950

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

City of Watertown**Fiscal Year: 2018-19****Department: Transmission and Distribution****Account Code: F8340****Function: Water Operations**

		<u>FY 2018-19 Adopted Budget</u>	
F.8340.0450	Miscellaneous		
	Travel and Training	5,200	
	In-house Training Expenses	300	
	Safety Items	2,500	
	Protective Clothing	3,000	
	Meter Service Uniforms	350	
	OSHA Training	400	
	AWWA Dues and Manuals	500	12,250
F.8340.0455	Vehicle Expenses		
	Fuel and Fluids	35,000	
	Maintenance and Repairs	16,000	
	Insurance	7,700	58,700
F.8340.0460	Materials and Supplies		
	Stationary Stores	600	
	Cleaning and Mechanical Supplies	5,800	
	Maintenance Supplies	7,000	
	Hand Tools	2,000	
	Redi-mix Concrete	500	
	Top Soil	1,800	
	Top Soil -Lead Service Line Replacement Program	8,625	
	Crushed Stone	12,000	
	Crushed Stone-Lead Service Line Replacement Program	11,090	
	Black Top - Road Repair and Cold Patch	25,000	
	Black Top - Road Repair and Cold Patch - Lead Service Line Replacement Program	31,719	
	Fire Hydrant Antifreeze	900	
	Ductile Iron Pipe and Fittings	8,000	
	Gate Valves and Hydrant Valves	3,500	
	Repair Sleeves and Pipe Clamps	9,000	
	Copper Pipe	8,000	
	Copper Pipe -Lead Service Line Replacement Program	7,492	
	Brass Fittings	14,000	
	Copper Fittings - Lead Service Line Replacement Program	2,648	

City of Watertown**Fiscal Year: 2018-19****Department: Transmission and Distribution****Account Code: F8340****Function: Water Operations**

		<u>FY 2018-19 Adopted Budget</u>	
F.8340.0460	Materials and Supplies continued		
	Curb Boxes, Repair Lids, Extensions	8,500	
	Curb Boxes and Stops - Lead Service Line Replacement Program	12,502	
	Valve Boxes, Covers, Risers	9,500	
	Fire Hydrant Repair Parts	19,000	
	Tapping Sleeves, Valves and Saddles	4,200	
	Facility Repair Supplies	<u>3,000</u>	216,376
F.8340.0465	Equipment < \$5,000		
	Computer	1,000	
	Fire Hydrants	10,000	
	OSHA Mandated Equipment	1,500	
	Portable Work Lights	100	
	Tools and Accessories	<u>3,000</u>	<u>15,600</u>
	Total Operating Expenses		<u>\$ 356,381</u>
Fringe Benefits			
F.8340.0810	New York State Employees' Retirement System	\$ 92,387	
F.8340.0830	Social Security	49,667	
F.8340.0840	Workers' Compensation	50,000	
F.8340.0850	Health Insurance	<u>206,040</u>	
	Total Fringe Benefits		<u>398,094</u>
	TOTAL BUDGET		<u><u>\$ 1,403,734</u></u>

City of Watertown**Fiscal Year: 2018-19****Department: General****Account Code: F1950, F1990, F9010, F9040, F9050, F9060, F9061, F9065, F9070, F9089, F9501, F9950****Function: Government Support**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
F.1950.0430 Taxes on Real Property	\$ 790	\$ 789	\$ 825	\$ 825
F.1990.0430 Contingency	-	-	51,082	30,622
F.9010.0800 State Retirement System Pension Liability	38,415	67,447	-	-
F.9040.0800 Workers' Compensation	3,320	7,815	7,600	8,000
F.9050.0800 Unemployment Claims	335	-	500	500
F.9060.0800 Health Insurance - Retirees	148,204	164,059	243,669	280,143
F.9061.0800 Other Post Employment Benefits (OPEB)	259,225	260,379	-	-
F.9065.0800 Health Insurance Part B	12,168	15,796	20,212	24,853
F.9070.0800 Compensated Absences	4,165	(2,082)	-	-
F.9089.0800 Other Employee Benefits	372	354	400	400
F.9501.0900 General Liability Reserve	15,000	15,000	15,000	15,000
F.9950.0900 Transfer to Capital Fund	<u>75,500</u>	<u>-</u>	<u>-</u>	<u>213,000</u>
Total Budget	<u>\$ 557,494</u>	<u>\$ 529,557</u>	<u>\$ 339,288</u>	<u>\$ 573,343</u>

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

City of Watertown

Fiscal Year: 2018-19
Department: Debt Service
Account Code: F9710
Function: Debt Service

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
<u>Serial Bonds</u>				
F.9710.6 Principal	\$ 675,610	\$ 672,099	\$ 760,979	\$ 702,090
F.9710.7 Interest	149,411	139,997	159,657	122,303
<u>Bond Anticipation Notes</u>				
F.9730.6 Principal	-	32,500	-	111,000
F.9730.7 Interest	-	6,500	-	33,000
Total Budget	\$ 825,021	\$ 851,096	\$ 920,636	\$ 968,393

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

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE)		PRINCIPAL			PRINCIPAL
/ MATURITY DATE		PRINCIPAL	INTEREST	TOTAL	BALANCE AT
					END OF FISCAL
					YEAR
5/15/2002 (4.00 - 5.00%)	5/15/2020	\$ 1,250	\$ 87	\$ 1,337	\$ 500
2/15/2008 (3.25 - 4.00%)	2/15/2023	123,000	21,345	144,345	434,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	43,000	699	43,699	-
6/15/2010 (3.125 - 4.00%)	12/15/2024	15,000	3,651	18,651	93,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	15,283	972	16,255	11,667
6/28/2011 (2.00 - 3.00%)	6/15/2021	34,500	3,105	37,605	69,000
6/12/2013 (3.00 - 3.50%)	10/15/2022	63,200	13,625	76,825	408,800
4/10/2014 A (1.50 - 2.75%)	4/1/2024	36,000	4,275	40,275	156,000
6/18/2014 (1.00 - 2.00%)	11/15/2020	113,357	4,978	118,335	179,692
6/25/2015 (2.00 - 3.125%)	6/15/2030	190,000	58,456	248,456	1,940,000
6/15/2017 (2.00 - 3.00%)	6/15/2027	67,500	11,110	78,610	482,500
TOTAL		\$ 702,090	\$ 122,303	\$ 824,393	\$ 3,775,159

SEWER FUND

City of Watertown
Fiscal Year 2018-19 Adopted Budget
Sewer Fund Summary

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Sewer Rents	\$ 2,485,166	\$ 2,511,386	\$ 2,481,000	\$ 2,278,103
Sewer Charges	829,742	1,003,841	1,054,000	1,103,000
Interest and Penalties on Sewer Rents	57,625	48,727	60,000	55,000
Sewer Rents - Outside Users	1,882,500	2,132,080	2,152,000	2,320,000
Interest Earnings	1,312	3,505	2,000	30,000
Permit Fees	17,875	18,625	20,000	20,000
Sale of Scrap	-	-	1,000	1,000
Sale of Equipment	-	-	1,000	-
Insurance Recoveries	1,418	-	-	-
Refund of Prior Year Expenses	174	-	-	-
Premium on Obligations	2,188	6,340	-	-
Payment Processing Fees	4,681	5,335	5,000	6,000
Interfund Revenues	430,191	420,177	440,000	451,000
State Reimbursement - CHIPs	22,581	4,068	-	-
Federal Aid - Home and Community Services	-	-	-	5,000
Interfund Transfers	791,701	-	1,000	1,000
Sub-Total	\$ 6,527,154	\$ 6,154,084	\$ 6,217,000	\$ 6,270,103
Appropriated Debt Reserves	-	-	-	-
Appropriated Fund Balance	-	584,131	112,971	456,547
Total Revenues	\$ 6,527,154	\$ 6,738,215	\$ 6,329,971	\$ 6,726,650
<u>Expenditures</u>				
Administration	\$ 233,007	\$ 216,113	\$ 241,322	\$ 248,690
Sanitary Sewer	400,571	427,349	466,513	498,023
Sewage Treatment and Disposal	3,421,984	3,551,424	3,877,920	3,733,053
General	474,861	1,429,627	583,052	807,033
Debt Service	1,147,620	1,113,702	1,161,164	1,439,851
Total Expenditures	\$ 5,678,043	\$ 6,738,215	\$ 6,329,971	\$ 6,726,650
<u>Fund Balance:</u>				
Beginning reserve and fund balances	\$ 1,461,378	\$ 2,599,252		
- Prior period adj. for reclassification of charges	-	161,507		
+ Prior period adj. for hydro-electric charges	288,763	-		
+ Revenues	6,527,154	6,154,084		
- Expenses	(5,678,043)	(6,738,215)		
Ending reserve and fund balances	\$ 2,599,252	\$ 2,176,628		
Fund balance reserved for debt	-	-		
Fund balance reserved for encumbrances	(16,980)	(13,084)		
Fund balance appropriated to subsequent fiscal year	(140,048)	(112,971)		
Unreserved un-appropriated fund balance	<u>\$ 2,442,224</u>	<u>\$ 2,050,573</u>		

City of Watertown
Fiscal Year 2018-19 Adopted Budget
Sewer Fund Revenue Summary

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
G2120 Sewer Rents	\$ 2,485,166	\$ 2,511,386	\$ 2,481,000	\$ 2,278,103
G2122 Sewer Charges	829,742	1,003,841	1,054,000	1,103,000
G2128 Interest and Penalties on Sewer Rents	57,625	48,727	60,000	55,000
G2370 Sewer Rents - Outside Users	1,882,500	2,132,080	2,152,000	2,320,000
G2401 Interest Earnings	1,312	3,505	2,000	30,000
G2590 Permit Fees	17,875	18,625	20,000	20,000
G2650 Sale of Scrap	-	-	1,000	1,000
G2665 Sale of Equipment	-	-	1,000	-
G2680 Insurance Recoveries	1,418	-	-	-
G2701 Refund of Prior Year Expenses	174	-	-	-
G2710 Premium on Obligations	2,188	6,340	-	-
G2773 Payment Processing Fees	4,681	5,335	5,000	6,000
G2810 Interfund Revenues	430,191	420,177	440,000	451,000
G3501 State Reimb., CHIPS	22,581	4,068	-	-
G4989 Federal Aid - Home and Community Services	-	-	-	5,000
G5031 Interfund Transfers	791,701	-	1,000	1,000
Sub-Total	6,527,154	6,154,084	6,217,000	6,270,103
Appropriated Fund Balance	-	584,131	112,971	456,547
Total Revenues	\$ 6,527,154	\$ 6,738,215	\$ 6,329,971	\$ 6,726,650

City of Watertown

Fiscal Year: 2018-19
Department: Sewer Fund
Account Code: Revenue
Function: Revenue Descriptions

G2120 - Sewer Rents – Fees charged to all users connected to the sewer system based on water consumption.

G2122 - Sewer Charges - Fees charged for accepting tanker hauled sludge and leachate originating from outside of the City limits.

G2128 - Interest and Penalties on Sewer Rents - Charges of 10% penalties for late sewer payments.

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

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

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

G2650 - Sale of Scrap – Sales of excess scrap.

G2665 – Sale of Equipment – Sales of equipment.

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

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

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

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

G2810 – Interfund Revenues – Reimbursements from other funds for sewer use.

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

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

G5031- Interfund Transfers – Transfers from other funds.

City of Watertown**Fiscal Year: 2018-19****Department: Administration****Account Code: G8110****Function: Administration**

Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,942 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the Wastewater Treatment Plant. Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and one Account Clerk Typist. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the office coordinates services with other City departments, other Water Fund personnel, and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent oversees Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydroelectric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2017-18 Accomplishments:

- ✓ Implemented Carte Graph in the creation and dissemination of work assignments for water meter shutoffs in April and October.
- ✓ Worked with the Distribution and Maintenance Supervisor to develop a plan for the most efficient replacement of meter boxes and dials that are not able to be data logged since fixed data collection AMI is not feasible.
- ✓ Developed a process for transferring data between KVS, GIS and Carte Graph systems.

2018-19 Goals and Objectives:

- Continue to expand Carte Graph implementation to further connect department sections.
- Expand SCADA and video monitoring systems.
- Complete radio read data collection process.
- Prepare for personnel changes due to retirement and ever changing computer system procedures and job changes.

City of Watertown

Fiscal Year: 2018-19
Department: Administration
Account Code: G8110
Function: Administration

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 36,110	\$ 22,762	\$ 40,392	\$ 41,200
120 Clerical	45,107	48,106	46,722	52,632
130 Wages	38,368	39,873	40,003	31,882
140 Temporary	3,368	3,334	5,000	1,000
150 Overtime	12,823	7,075	1,500	1,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 135,776</u>	<u>\$ 121,150</u>	<u>\$ 133,617</u>	<u>\$ 128,214</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 194	\$ 193	\$ 630	\$ 630
420 Insurance	318	318	400	325
430 Contracted Services	17,948	18,697	23,725	36,700
440 Fees Non Employees	2,650	2,500	3,200	3,200
450 Miscellaneous	11,748	13,909	11,000	11,500
455 Vehicle Expenses	1,768	2,175	2,550	1,425
460 Materials and Supplies	2,033	1,494	3,225	3,225
465 Equipment < \$5,000	417	2,046	1,550	1,050
Total Operating Expenses	<u>\$ 37,076</u>	<u>\$ 41,332</u>	<u>\$ 46,280</u>	<u>\$ 58,055</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 21,086	\$ 19,627	\$ 19,640	\$ 18,075
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,959	8,816	10,222	9,810
840 Workers' Compensation	-	-	-	-
850 Health Insurance	29,110	25,188	31,563	34,536
Total Fringe Benefits	<u>\$ 60,155</u>	<u>\$ 53,631</u>	<u>\$ 61,425</u>	<u>\$ 62,421</u>
Department Total	<u><u>\$ 233,007</u></u>	<u><u>\$ 216,113</u></u>	<u><u>\$ 241,322</u></u>	<u><u>\$ 248,690</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Administration
Account Code: G8110
Function: Administration

		FY 2018-19 Adopted Budget	
Personal Services			
G.8110.0110	Salaries		
	Superintendent of Water (.45) *	\$	41,200
G.8110.0120	Clerical		
	Principal Account Clerk (.50) **	\$	25,268
	Senior Account Clerk Typist (.50) **		19,694
	Account Clerk Typist (.50) **		<u>7,670</u>
			52,632
G.8110.0130	Wages		
	SCADA Technician (.40) ***		21,973
	Water Meter Reader (.25) **		<u>9,909</u>
			31,882
G.8110.0140	Temporary **		1,000
G.8110.0150	Overtime **		<u>1,500</u>
	Total Personal Services	\$	<u>128,214</u>
Operating Expenses			
G.8110.0410	Utilities		
	Telephone	\$	630
G.8110.0420	Insurance		325
G.8110.0430	Contracted Services		
	Office Rental	\$	9,120
	Software Support Fees		3,725
	Equipment Repairs		300
	Meter Reading Equipment Repairs		500
	Merchant Fees		8,500
	Debt Disclosure Filing Fees		425
	Federally Mandated Training and Employee Assistance Program		730
	Safety Consultant		12,500
	Equipment Maintenance Contracts		<u>900</u>
			36,700
G.8110.0440	Fees, Non Employee		
	Actuarial Fees		200
	Audit Services		<u>3,000</u>
			3,200
G.8110.0450	Miscellaneous		
	Travel and Traiing		500
	Postage		11,000
			11,500

* Split between A.5184 (10%), F.8310 (45%) and G.8110 (45%).

** Split between F.8310 (50%) and G.8110 (50%). Water Meter Reader position is funded only through December 31, 2018. Account Clerk Typist position is funded beginning January 1, 2019.

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

City of Watertown

Fiscal Year: 2018-19
Department: Administration
Account Code: G8110
Function: Administration

		<u>FY 2018-19 Adopted Budget</u>	
G.8110.0455	Vehicle Expenses		
	Fuel	750	
	Maintenance and Repairs	300	
	Insurance	<u>375</u>	1,425
G.8110.0460	Materials and Supplies		
	Printed Forms, Bills **	2,500	
	Office Supplies **	<u>725</u>	3,225
G.8110.0465	Equipment < \$5,000		
	Computer **	500	
	Office Chairs **	300	
	Sit Stand Desk **	<u>250</u>	1,050
	Total Operating Expenses		<u>\$ 58,055</u>
Fringe Benefits			
G.8110.0810	New York State Employees' Retirement System	\$	18,075
G.8110.0830	Social Security		9,810
G.8110.0850	Health Insurance		<u>34,536</u>
	Total Fringe Benefits	\$	<u>62,421</u>
	TOTAL BUDGET	\$	<u><u>248,690</u></u>

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

City of Watertown

Fiscal Year: 2018-19
Department: Sanitary Sewers
Account Code: G8120
Function: Sewer Operations



Description: This department is responsible for the repair and maintenance of the City's 69 miles of sanitary sewer mains, 30 miles of combined sewer mains and 2,300 sewer manholes. This department is lead by a Street and Sewer Maintenance Supervisor who is also responsible for the Storm Sewer's A8140 Account, one Working Crew Chief, three Equipment Operators, and a Municipal Worker I. In 2017, the DPW Sewer Crew responded to 1,297 requests for mandatory underground utility locations. Work activities include the cleaning, inspection and repair of sanitary sewer laterals, mains and manholes, relieving sanitary sewer main blockages, and installing new sanitary sewer infrastructure.

2017-18 Accomplishments:

- ✓ Performed 112 sanitary sewer lateral inspections and completed repairs to 49 laterals with structural deficiencies within the right-of-way.
- ✓ Repaired deficiencies to the sanitary sewer main on Starbuck Avenue identified through routine cleaning and video inspection activities.
- ✓ Prepared bid documents and procured a trailer mounted sewer jetter unit.
- ✓ Completed root removal operations on the large diameter North Side Trunk Sewer between Mill & Leray Streets, restoring pipe capacity.

2018-19 Goals and Objectives:

- Assist City Engineering with sewer investigations on the upcoming Western Outfall Trunk Sewer and Flower Avenue Reconstruction projects.
- Replace the damaged sanitary sewer manhole on Sewalls Island adjacent to the failing Pearl St bridge south span retaining wall.
- Assist City Engineering with specifications for the inspection of the 3 suspended sanitary sewer mains crossing the Black River. The work will include internal & external pipe inspection, pier evaluation, repairing surface corrosion and replacing damaged/missing pipe insulation and jacking.
- Construct the sanitary sewer extension to the new Splash Pad facility in Thompson Park.

City of Watertown

Fiscal Year: 2018-19
Department: Sanitary Sewers
Account Code: G8120
Function: Sewer Operations

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 34,413	\$ 33,625	\$ 33,404	\$ 34,072
120 Clerical	-	-	-	-
130 Wages	135,227	164,274	170,657	179,806
140 Temporary	-	-	-	-
150 Overtime	4,656	5,769	6,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,774	3,752	1,876	1,876
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 176,070	\$ 207,420	\$ 211,937	\$ 221,754
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	14,700	25,000
Total Equipment	\$ -	\$ -	\$ 14,700	\$ 25,000
Operating Expenses				
410 Utilities	\$ 352	\$ 5,785	\$ 3,980	\$ 5,180
420 Insurance	2,638	-	2,914	2,575
430 Contracted Services	15,758	20,610	25,351	26,013
440 Fees Non Employees	930	175	400	400
450 Miscellaneous	2,840	3,432	6,210	6,210
455 Vehicle Expenses	72,558	47,850	55,275	51,075
460 Materials and Supplies	36,901	49,170	42,300	42,800
465 Equipment < \$5,000	10,044	8,740	6,250	7,800
Total Operating Expenses	\$ 142,021	\$ 135,762	\$ 142,680	\$ 142,053
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 25,830	\$ 26,244	\$ 30,678	\$ 31,531
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,868	15,241	16,213	16,966
840 Workers' Compensation	504	-	500	500
850 Health Insurance	43,278	42,682	49,805	60,219
Total Fringe Benefits	\$ 82,480	\$ 84,167	\$ 97,196	\$ 109,216
Department Total	<u>\$ 400,571</u>	<u>\$ 427,349</u>	<u>\$ 466,513</u>	<u>\$ 498,023</u>

City of Watertown

Fiscal Year: 2018-19
Department: Sanitary Sewers
Account Code: G8120
Function: Sewer Operations

FY 2018-19 Adopted Budget**Personal Services**

G.8120.0110	Salaries		
	Sewer Maintenance Supervisor (.50) *	\$	34,072
G.8120.0130	Wages		
	Crew Chief (1 @ .67) **	\$	32,093
	Water Meter Service Mechanic (2 @ .50) ***		46,478
	Motor Equipment Oper. (3 @ .67) **		80,705
	Municipal Worker I (1 @ .67) **		20,530
			<u>179,806</u>
G.8120.0150	Overtime		6,000
G.8120.0175	Health Insurance Buyout		<u>1,876</u>
	Total Personal Services	\$	<u>221,754</u>

Equipment

G.8120.0250	Other Equipment		
	6" Dri-Prime Water Pump Replacement	\$	25,000
	Total Equipment	\$	<u>25,000</u>

Operating Expenses

G.8120.0410	Utilities		
	Electric	\$	4,700
	Tablet Aircards		400
	Cellular Phone		80
			<u>5,180</u>
G.8120.0420	Insurance		2,575
G.8120.0430	Contracted Services		
	GPS Tracking (4)		713
	Recertify Safety Equipment		500
	Chemical Root Control		6,000
	Material Disposal		4,000
	Camera Software Maintenance		1,800
	Cartegraph Software Maintenance		8,500
	Camera Equipment Repair		2,000
	Small Equipment Repair		2,500
			<u>26,013</u>
G.8120.0440	Fees, Non Employee		
	Employment Related Testing		400

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

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

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

City of Watertown

Fiscal Year: 2018-19
Department: Sanitary Sewers
Account Code: G8120
Function: Sewer Operations

		FY 2018-19 Adopted Budget	
G.8120.0450	Miscellaneous		
	Safety Apparel	500	
	Employee Safety Training	1,400	
	DEC Permits	1,500	
	Postage and Shipping	600	
	CSX (4) Pipeline Sewer Easements	960	
	Safety Shoes and Uniforms	1,250	6,210
G.8120.0455	Vehicle Expenses		
	Maintenance and Repairs	22,000	
	Preventive Maintenance	4,500	
	Tires	2,000	
	Fuel	16,000	
	Insurance	6,575	51,075
G.8120.0460	Materials and Supplies		
	Manholes	3,000	
	Manhole Frames and Covers	4,000	
	Piping and Pipe Fittings	10,000	
	Crusher Run and Related Materials	10,000	
	Asphalt Road Patching Products	2,500	
	Sewer Camera Supplies *	1,500	
	Sewer Vac Hose, 500LF *	1,300	
	Replacement Sewer Cleaning Tools	2,000	
	Residential Lateral Repair Program	4,500	
	Work Zone Safety Devices	1,000	
	Miscellaneous Supplies	3,000	42,800
G.8120.0465	Equipment < \$5,000		
	Sewer Jet Cleaning Heads	2,500	
	Shoring Components Replacement	2,500	
	Gas Detector Replacement	1,000	
	Bypass Hose 6" Diameter with Camlocks	1,200	
	3/4" Hose Sewage Tool Dies and Fittings	600	7,800
	Total Operating Expenses		\$ 142,053
Fringe Benefits			
G.8120.0810	New York State Employees' Retirement System	\$	31,531
G.8120.0830	Social Security		16,966
G.8120.0840	Workers' Compensation		500
G.8120.0850	Health Insurance		60,219
	Total Fringe Benefits	\$	109,216
	TOTAL BUDGET	\$	498,023

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

G8120 – Sanitary Sewer

Fiscal Year 2018-19
Vehicles and Equipment



6” Dri-Prime Sewer Bypass Pump

\$25,000

This request is to purchase a new 6” diesel powered sewer bypass pump for use in bypass pumping sewage flows around pipe sections being repaired or inspected. In addition, the pump can be deployed during flooding events to restore pipeline capacity and reduce surcharging. This pump will replace a 1970’s model 4” gas pump (1-137) that has become unreliable.

With a total purchase price of \$50,000 funding for this pump is split 50% with A8140 Storm Sewer account.



Pump 1-137, 4” gasoline, to be replaced:



City of Watertown**Fiscal Year: 2018-19****Department: Sewage Treatment and Disposal****Account Code: G8130****Function: Sewer Operations**

Description: The William T. Field Memorial Pollution Control Plant is a regional 16.0 MGD secondary wastewater treatment and sludge disposal facility serving the Greater Watertown Area with an estimated service population of 65,000. The Plant also operates a NYS Department of Health accredited laboratory. During 2017 the facility treated an average 8.8 MGD. The facility operates 24 hours per day, 7 days per week, and is staffed with 18 City employees (12 of which are certified by the NYS Department of Environmental Conservation).

2017-18 Accomplishments:

- ✓ In August of this year Phase 1A construction was started which includes the installation of a new conveyor system for the Sludge Disposal Building Modifications and the installation of new boiler and cooling system.
- ✓ Completed the installation of new Sludge pumps for the Primary Digester #2 and the thickener sludge building.
- ✓ Completed the retrofit of Final settling tank "A" side two.
- ✓ Completed the installation of the auto transfer switch in the maintenance building to run aeration tank blowers during power outages.
- ✓ The facility staff along with the electric department completed the rebuild and automation of the Van Duzee street lift station.
- ✓ The installation of the new headwork's screens.

2018-19 Goals and Objectives:

- Complete the construction of Sludge Disposal Building Modifications Phase 1A and the Start of Phase 1B upgrade for the replacement of the two 100 HP motors to direct drive engines.
- Replace the original Grit Screens in the facilities headwork's.
- Complete successful training and certification of three new employees.

City of Watertown

Fiscal Year: 2018-19
Department: Sewage Treatment and Disposal
Account Code: G8130
Function: Sewer Operations

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 75,267	\$ 74,252	\$ 73,763	\$ 75,238
120 Clerical	-	-	-	-
130 Wages	769,910	744,588	755,631	778,604
140 Temporary	-	388	28,000	30,000
150 Overtime	44,677	53,718	50,000	50,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	12,880	2,800	8,400	7,100
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 902,734	\$ 875,746	\$ 915,794	\$ 940,942
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ 30,000	\$ -
250 Other	245,931	104,595	238,000	71,000
Total Equipment	\$ 245,931	\$ 104,595	\$ 268,000	\$ 71,000
Operating Expenses				
410 Utilities	\$ 1,056,887	\$ 1,093,163	\$ 1,230,800	\$ 1,226,800
420 Insurance	40,513	56,914	59,750	77,000
430 Contracted Services	137,015	454,211	389,750	398,305
440 Fees Non Employees	16,535	18,070	18,000	18,000
450 Miscellaneous	22,298	12,462	23,000	57,088
455 Vehicle Expenses	22,957	18,969	26,615	27,675
460 Materials and Supplies	521,987	507,508	454,852	424,200
465 Equipment < \$5,000	100,803	40,929	77,100	57,875
Total Operating Expenses	\$ 1,918,995	\$ 2,202,226	\$ 2,279,867	\$ 2,286,943
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 144,786	\$ 138,910	\$ 125,216	\$ 118,910
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	67,278	64,594	70,060	71,981
840 Workers' Compensation	(95)	149	15,000	52,000
850 Health Insurance	142,355	165,204	203,983	191,277
Total Fringe Benefits	\$ 354,324	\$ 368,857	\$ 414,259	\$ 434,168
Department Total	<u>\$ 3,421,984</u>	<u>\$ 3,551,424</u>	<u>\$ 3,877,920</u>	<u>\$ 3,733,053</u>

City of Watertown**Fiscal Year: 2018-19****Department: Sewage Treatment and Disposal****Account Code: G8130****Function: Sewer Operations****FY 2018-19 Adopted Budget****Personnel Services**

G.8130.0110	Salaries		
	Chief WWTP Operator	\$	75,238
G.8130.0130	Wages		
	WWTP Operations and Maintenance Supervisor	\$	68,211
	WWTP Lab. Technician		51,575
	Industrial Pretreatment Laboratory Technician		58,918
	WWTP Process Worker III		58,918
	WWTP Process Worker II (2)		100,260
	WWTP Process Worker I (5)		218,967
	WWTP Process Worker Trainee (4)		153,809
	Municipal Worker I (2)		67,946
			<u>778,604</u>
G.8130.0140	Temporary		
	General Plant		26,000
	Internship		4,000
			<u>30,000</u>
G.8130.0150	Overtime		50,000
G.8130.0175	Health Insurance Buyout		7,100
	Total Personal Services	\$	<u>940,942</u>

Equipment

G.8130.0250	Other Equipment > \$5,000		
	Auto Sampler (Chemical Building)	\$	15,000
	Grinder - Sludge Digester Building		19,000
	Electric Feed Pump - Old Digester Building		37,000
			<u>71,000</u>
	Total Equipment	\$	<u>71,000</u>

Operating Expenses

G.8130.0410	Utilities		
	Water		80,000
	Electric		1,130,000
	Natural Gas		12,000
	Telephone		4,800
		\$	<u>1,226,800</u>
G.8130.0420	Insurance		77,000
G.8130.0430	Contracted Services		
	Uniform Rental		6,500
	Contract Lab		24,000
	Bid Advertising		300
	HVAC Controller Maintenance		7,000

City of Watertown**Fiscal Year: 2018-19****Department: Sewage Treatment and Disposal****Account Code: G8130****Function: Sewer Operations**

		<u>FY 2018-19 Adopted Budget</u>	
G.8130.0430	Contracted Services continued		
	Backflow / Gas Regulators Inspection	1,500	
	Welding Machine Shop Service	45,000	
	Cartegraph Software Maintenance	8,500	
	Factory Repair Service Electrical/Mechanical	20,000	
	Boiler Maint./Contract Maintenance	11,330	
	Biosolid Landfill Disposal	260,000	
	Crane Inspection	1,600	
	Generator/Elect Contract Maintenance	12,000	
	Maintenance Contract Copier	<u>575</u>	398,305
G.8130.0440	Fees, Non Employee		
	Permit Fees		18,000
G.8130.0450	Miscellaneous		
	Travel and Training	21,400	
	Safety	32,688	
	Books and Periodicals	<u>3,000</u>	57,088
G.8130.0455	Vehicle Expenses		
	Maintenance and Repairs	9,700	
	Gas	4,750	
	Central Garage	10,000	
	Insurance	<u>3,225</u>	27,675
G.8130.0460	Materials and Supplies		
	Process Chemicals	236,000	
	Mechanical and Control Supplies	93,500	
	Grease and Oil	10,000	
	Office Supplies	2,500	
	Cleaning Supplies	5,000	
	Miscellaneous Supplies	3,000	
	Lab Chemicals and Filters	33,000	
	Building and Grounds Supplies	35,000	
	Repair Parts - Mechanical, Electrical, Control, Buildings and Grounds	5,200	
	Fuel Oil	<u>1,000</u>	424,200

City of Watertown**Fiscal Year: 2018-19****Department: Sewage Treatment and Disposal****Account Code: G8130****Function: Sewer Operations**

		<u>FY 2018-19 Adopted Budget</u>	
G.8130.0465	Equipment < \$5,000		
	Computers (3)	3,000	
	Tools - Mechanical, Buildings and Grounds	19,000	
	Equipment - Mechanical, Electrical, Control, Buildings and Grounds	32,875	
	Lab Equipment and Glassware	<u>3,000</u>	<u>57,875</u>
	Total Operating Expenses		<u>\$ 2,286,943</u>
Fringe Benefits			
G.8130.0810	New York State Retirement	\$	118,910
G.8130.0830	Social Security		71,981
G.8130.0840	Workers' Compensation		52,000
G.8130.0850	Health Insurance		<u>191,277</u>
	Total Fringe Benefits	\$	<u>434,168</u>
TOTAL BUDGET		\$	<u><u>3,733,053</u></u>

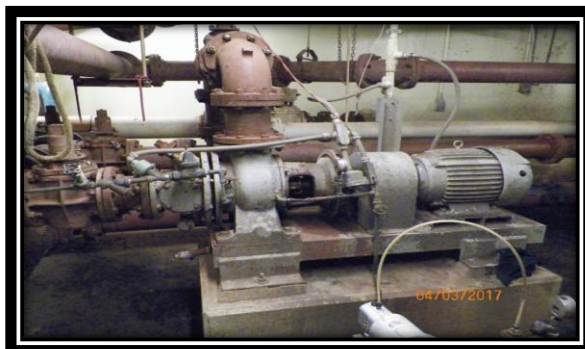
G8130 Sewage Treatment and Disposal

Fiscal Year 2018-19 Vehicles and Equipment



Franklin Miller 6" grinder

\$19,000



This Grinder was part of the 1979 facility expansion when the sludge disposal building was put on line. The Grinder has been off line and currently not operating. The cost of repair parts does not warrant repair due to the replacement cost.

This grinder feeds the pumps for the conditioning system prior to pressing.

Digester scum Pump (1) and Feed Pumps (2)

\$37,000



We currently have 3 diagram air pumps that run 24hrs a day which provide pumping for the thickeners and the digesters. The air is supplied by air compressors which also run constantly. The compressor is reaching the end of its service life and is becoming a high maintenance item and is costly. Currently by switching over to the new style pumps it will cut down on the electrical consumption, spare parts on hand for the pumps and compressor. All work on the new pumps can be done in-house.

New Auto Sampler for Influent B

\$15,000



The current sampler is going on 15yrs old and we have had issues with the refrigeration unit. Even though it is still working the plan is to replace with a new unit and keep this unit as a backup for the other samplers in the facility. We have 5 of these samplers thru out the plant.

City of Watertown

Fiscal Year: 2018-19

Department: General

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

Function: Government Support

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
G.1990.0430 Contingency	\$ -	\$ -	\$ 49,423	\$ 30,000
G.9010.0800 State Retirement System Pension Liability	30,245	63,894	-	-
G.9040.0800 Workers' Compensation	3,128	7,600	6,700	7,000
G.9050.0800 Unemployment Insurance	2,125	8,955	2,500	2,500
G.9060.0800 Health Insurance - Retirees	164,961	198,144	212,647	234,663
G9061 Other Post Employment Benefits (OPEB)	260,991	225,957	-	-
G.9065.0800 Health Insurance Part B	10,805	11,616	9,132	12,720
G.9070.0800 Compensated Absences	(12,512)	1,111	-	-
G.9089.0800 Employee Benefits - Other	118	121	150	150
G.9501.0900 General Liability Reserve	15,000	15,000	15,000	15,000
G.9950.0900 Transfer to Capital	-	897,229	287,500	505,000
Total Budget	\$ 474,861	\$ 1,429,627	\$ 583,052	\$ 807,033

City of Watertown

Fiscal Year: 2018-19
Department: Debt Service
Account Code: G9710
Function: Debt Service

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
	Actual	Actual	Adopted Budget	Adopted Budget
Serial Bonds				
G.9710.6 Principal	\$ 887,396	\$ 870,029	\$ 911,664	\$ 866,298
G.9710.7 Interest	258,216	235,955	249,500	212,553
<u>Bond Anticipation Notes</u>				
G.9730.6 Principal	2,008	1,218	-	346,000
G.9730.7 Interest	-	6,500	-	15,000
Total Budget	\$ 1,147,620	\$ 1,113,702	\$ 1,161,164	\$ 1,439,851

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

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE)				PRINCIPAL BALANCE AT END OF FISCAL YEAR
/ MATURITY DATE	PRINCIPAL	INTEREST	TOTAL	
2/15/2008 (3.25 - 4.00%) 2/15/2023	\$ 94,000	\$ 17,375	\$ 111,375	\$ 358,000
2/11/2009 (2.50 - 3.25%) 9/15/2018	90,500	1,471	91,971	-
6/15/2010 (3.125 - 4.00%) 12/15/2024	45,000	3,694	48,694	85,000
4/15/2011 B (2.00 - 3.75%) 5/15/2020	7,584	578	8,162	8,333
4/10/2014 B (2.00 - 3.25%) 4/1/2029	310,000	114,125	424,125	3,650,000
6/18/2014 (1.00 - 2.625%) 11/15/2023	113,214	5,850	119,064	219,167
6/25/2015 (2.00 - 3.125%) 6/15/2030	156,000	53,147	209,147	1,766,000
6/15/2017 (2.00 - 3.00%) 6/15/2032	50,000	16,313	66,313	650,000
TOTAL	\$ 866,298	\$ 212,553	\$ 1,078,851	\$ 6,736,500

LIBRARY FUND

**City of Watertown
Fiscal Year 2018-19 Adopted Budget
Library Fund Summary**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Fines	\$ 17,855	\$ 20,808	\$ 28,500	\$ 21,000
Grants	46,105	46,105	46,105	47,027
Unclassified Revenues	300	548	-	-
State Aid - Libraries	-	5,333	-	-
General Fund Transfer	<u>1,204,698</u>	<u>1,148,599</u>	<u>1,399,839</u>	<u>1,375,144</u>
Total Revenues	\$ 1,268,958	\$ 1,221,393	\$ 1,474,444	\$ 1,443,171
Appropriated Fund Balance	<u>41,347</u>	<u>38,854</u>	<u>-</u>	<u>50,000</u>
Total Revenues and Appropriated Reserves/Fund Balance	<u>\$ 1,310,305</u>	<u>\$ 1,260,247</u>	<u>\$ 1,474,444</u>	<u>\$ 1,493,171</u>

<u>Expenditures</u>				
Library	\$ 1,040,389	\$ 1,084,663	\$ 1,123,467	\$ 1,141,745
Contingency	-	-	16,239	5,000
Workers' Compensation	1,540	3,480	3,400	3,500
Unemployment Claims	5,586	-	-	-
Health Insurance - Retirees	112,861	119,962	135,576	159,279
Medicare Part B - Retirees	13,532	12,802	13,164	16,354
Other Employee Benefits	100	82	100	100
Transfer to Capital Fund	86,500	-	-	-
Debt Service	<u>49,797</u>	<u>39,258</u>	<u>182,498</u>	<u>167,193</u>
Total Expenditures	<u>\$ 1,310,305</u>	<u>\$ 1,260,247</u>	<u>\$ 1,474,444</u>	<u>\$ 1,493,171</u>

Fund Balance		
Beginning reserves and fund balance	\$ 103,943	\$ 87,486
+ Prior period adj. for hydro-electric charges	24,890	-
+ Revenues	1,268,958	1,221,393
- Expenses	<u>(1,310,305)</u>	<u>(1,260,247)</u>
Ending reserve and fund balances	87,486	48,632
- Reserve for encumbrances	-	(7,749)
- Fund balance appropriated to subsequent fiscal year	<u>(50,000)</u>	<u>-</u>
Unreserved un-appropriated fund balance	<u>\$ 37,486</u>	<u>\$ 40,883</u>

City of Watertown
Fiscal Year 2018-19 Adopted Budget
Library Fund Revenue Summary

<u>Revenues</u>	<u>FY 2015-16 Actual</u>	<u>FY 2016-17 Actual</u>	<u>FY 2017-18 Adopted Budget</u>	<u>FY 2018-19 Adopted Budget</u>
L2082 Fines	\$ 17,855	\$ 20,808	\$ 28,500	\$ 21,000
L2760 Grant	46,105	46,105	46,105	47,027
L2770 Unclassified Revenues	300	548	-	-
L3840 State Aid - Libraries	-	5,333	-	-
L5031 General Fund Transfer	<u>1,204,698</u>	<u>1,148,599</u>	<u>1,399,839</u>	<u>1,375,144</u>
Total Revenues	\$ 1,268,958	\$ 1,221,393	\$ 1,474,444	\$ 1,443,171
Appropriated Fund Balance	<u>41,347</u>	<u>38,854</u>	<u>-</u>	<u>50,000</u>
Total Revenues and Appropriated Reserves/Fund Balance	<u>\$ 1,310,305</u>	<u>\$ 1,260,247</u>	<u>\$ 1,474,444</u>	<u>\$ 1,493,171</u>

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

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

L2770 - Unclassified Revenues - Revenues for which a specific code has not been provided.

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

City of Watertown**Fiscal Year: 2018-2019****Department: Library****Account Code: L7410****Function: Culture and Recreation**

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

2017-18 Accomplishments:

- Inventoried all library collections to ensure patrons see accurate information about library holdings.
- Received three grants for furniture, computers and equipment for new services and programs offered in the library including a new reference area, meeting space, minilab and equipment for the visually impaired.
- Surveyed the community to determine needs and identify ways to meet community needs.
- Created a Strategic Plan for the library based on survey data, demographics, Long Range Plan and recommendations from Alex Cohen Report.
- Identified and joined organizations and committees such as the Anti-Poverty Initiative and DRI to form more partnerships for the library and to improve the community.

2018-19 Goals and Objectives:

- Review hours, traffic and circulation data to offer library hours that best serve the needs of the community.
- Pursue a construction grant for replacement of historic windows.
- Investigate and pursue additional alternate funding sources such as school ballot, school district, etc.
- Review and update all library policies based on survey information, demographics and Long Range Plan.
- Survey programs to determine best times, types and number of programs.
- Work with the Friends of the Roswell P. Flower Memorial Library to increase fundraising efforts for special library projects and programs.

City of Watertown

Fiscal Year: 2018-19
Department: Library
Account Code: L7410
Function: Library

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 70,578	\$ 71,529	\$ 72,691	\$ 74,145
120 Clerical	235,891	238,438	244,261	251,755
130 Wages	237,648	271,721	277,511	291,179
140 Temporary	16,556	13,027	16,000	15,000
150 Overtime	4,836	3,403	4,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,400	4,200	4,200	7,000
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 566,909</u>	<u>\$ 602,318</u>	<u>\$ 618,663</u>	<u>\$ 643,079</u>
Equipment				
210 Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	7,000
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,000</u>
Operating Expenses				
410 Utilities	\$ 73,704	\$ 80,349	\$ 98,700	\$ 82,300
420 Insurance	14,318	36,734	33,850	16,925
430 Contracted Services	107,142	99,913	74,748	78,160
440 Fees Non Employees	33	1,000	1,000	1,000
450 Miscellaneous	4,251	5,127	6,000	6,000
455 Vehicle Expense	-	-	-	-
460 Materials and Supplies	21,569	12,477	11,600	11,600
465 Equipment < \$5,000	16,699	15,404	13,000	13,000
Total Operating Expenses	<u>\$ 237,716</u>	<u>\$ 251,004</u>	<u>\$ 238,898</u>	<u>\$ 208,985</u>
Fringe Benefits				
810 New York State Retirement	\$ 87,254	\$ 79,119	\$ 84,638	\$ 80,559
820 Police/Fire Retirement	-	-	-	-
830 Social Security	41,809	44,236	47,327	49,198
840 Workers' Compensation	-	-	-	10,500
850 Health Insurance	106,701	107,986	133,941	142,424
Total Fringe Benefits	<u>\$ 235,764</u>	<u>\$ 231,341</u>	<u>\$ 265,906</u>	<u>\$ 282,681</u>
Department Total	<u><u>\$ 1,040,389</u></u>	<u><u>\$ 1,084,663</u></u>	<u><u>\$ 1,123,467</u></u>	<u><u>\$ 1,141,745</u></u>

City of Watertown

Fiscal Year: 2018-19
Department: Library
Account Code: L7410
Function: Library

FY 2018-19 Adopted Budget**Personal Services**

L.7410.0110	Salaries		
	Library Director	\$	74,145
L.7410.0120	Clerical		
	Secretary	\$	35,302
	Senior Library Clerk		39,636
	Library Clerk (4)		135,705
	Library Clerk - Part-time (2 @ .70)		<u>41,112</u>
			251,755
L.7410.0130	Wages		
	Librarian II (2)		125,615
	Librarian I (2)		107,943
	Custodial and Maintenance Supervisor *		25,065
	Facilities Maintenance Worker (2 @ .50) *		<u>32,556</u>
			291,179
L.7410.0140	Temporary		15,000
L.7410.0150	Overtime		4,000
L.7410.0175	Health Insurance Buyout		<u>7,000</u>
	Total Personal Services	\$	<u>643,079</u>

Equipment

L.7410.0250	Other Equipment > \$5,000		
	Security Camera Server		<u>7,000</u>
	Total Equipment	\$	<u>7,000</u>

Operating Expenses

L.7410.0410	Utilities		
	Water and Sewer	\$	3,600
	Electric		70,000
	Telephone		2,200
	Natural Gas		<u>6,500</u>
			82,300
L.7410.0420	Insurance		16,925
L.7410.0430	Contracted Services		
	Otis Elevator		2,000
	Fire Alarm System		1,500
	iTeam Reservation System (NCLS)		450
	Self Check System (NCLS)		225
	ASA Router (NCLS)		240
	Access Points (NCLS)		120
	Joint Automation Board Fee (NCLS)		8,500
	Overdrive Fee (Ebooks and Audiobooks) (NCLS)		5,500
	NNY Library Network Fee		60

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

City of Watertown

Fiscal Year: 2018-19
Department: Library
Account Code: L7410
Function: Library

		<u>FY 2018-19 Adopted Budget</u>	
L.7410.0430	Contracted Services continued:		
	Security Services	49,000	
	Fire Extinguisher Inspection	500	
	Siemens Industry	4,700	
	Federally Mandated Training and Employee Assistance Program	365	
	HVAC and Other Maintenance	<u>5,000</u>	78,160
L.7410.0440	Miscellaneous		
	Board of Trustees Audit		1,000
L.7410.0450	Miscellaneous		
	Postage	2,000	
	Programming/Promotional	2,000	
	Travel and Training	<u>2,000</u>	6,000
L.7410.0460	Materials and Supplies		
	Office and Library Supplies	5,000	
	Sidewalk Salt	2,600	
	Maintenance Supplies	<u>4,000</u>	11,600
L.7410.0465	Equipment < \$5,000		
	Books, DVDs, Magazines, CDs and Audiobooks		<u>13,000</u>
	Total Operating Expenses		<u>\$ 208,985</u>
Fringe Benefits			
L.7410.0810	New York State Employees' Retirement System	\$	80,559
L.7410.0830	Social Security		49,198
L.7410.0840	Workers' Compensation		10,500
L.7410.0850	Health Insurance		<u>142,424</u>
	Total Fringe Benefits	\$	<u>282,681</u>
	TOTAL BUDGET	\$	<u><u>1,141,745</u></u>

L7410 Library

Fiscal Year 2018-19
Vehicles and Equipment



Security Camera Hardware - Network Video Recorder and Hard drive \$7,000



The Library security cameras are used daily. The current security camera hard drive is experiencing errors resulting in gaps in the recorded data. The current camera software does not work on Windows 10. The current hardware and software are over 5 years old. The new Network Video Recorder and hard drive will solve the hardware and software issues. The new hardware will work with all current security cameras. Installation and training are also included.

City of Watertown

Fiscal Year: 2018-19

Department: General

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

Function: Government Support and Debt Service

	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2018-19 Adopted Budget
L.1990.0430 Contingency	\$ -	\$ -	\$ 16,239	\$ 5,000
L.9040.0800 Workers' Compensation	1,540	3,480	3,400	3,500
L.9050.0800 Unemployment Claims	5,586	-	-	-
L.9060.0800 Health Insurance - Retirees	112,861	119,962	135,576	159,279
L.9065.0800 Medicare Part B - Retirees	13,532	12,802	13,164	16,354
L.9089.0800 Other Employee Benefits	100	82	100	100
L.9950.0900 Transfer to Capital Fund	<u>86,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
General Expenses Total	<u>\$ 220,119</u>	<u>\$ 136,326</u>	<u>\$ 168,479</u>	<u>\$ 184,233</u>

	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Adopted Budget	FY 2018-19 Adopted Budget
L9710.0600 Serial Bond Principal	\$ 45,651	\$ 36,000	\$ 145,000	\$ 145,149
L9710.0700 Serial Bond Interest	<u>4,146</u>	<u>3,258</u>	<u>37,498</u>	<u>22,044</u>
Debt Expenses Total	<u>\$ 49,797</u>	<u>\$ 39,258</u>	<u>\$ 182,498</u>	<u>\$ 167,193</u>

OUTSTANDING SERIAL BONDS

DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE	PRINCIPAL	INTEREST	TOTAL	PRINCIPAL BALANCE AT END OF FISCAL YEAR
6/18/2014 (1.00 - 2.00%) 11/15/2020	\$ 34,500	\$ 1,746	\$ 36,246	\$ 66,231
6/15/2017 (2.00 - 3.00%) 6/15/2027	110,649	20,298	130,947	883,694
TOTAL	<u>\$ 145,149</u>	<u>\$ 22,044</u>	<u>\$ 167,193</u>	<u>\$ 949,925</u>

COMMUNITY DEVELOPMENT FUND

City of Watertown**Fiscal Year: 2018-19****Department: Community Development****Account Code: CD8668****Function: Home and Community Services**

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

The Planning & Community Development Department is responsible for the administration of the CDBG funds, including the writing of 5-Year Consolidated Plans, Annual Action Plans, Consolidated Annual Performance Evaluation Reports and general program administration. Staff is also responsible for the oversight of other community development projects such as housing and historic preservation projects associated with grant funding.

2017-18 Accomplishments:

- ✓ Wrote the City's 2018 CDBG Annual Action Plan.
- ✓ Completed the remaining projects associated with the CDBG Program Year 2014 grant.
- ✓ Completed several CDBG projects from various program years including several Housing Rehabilitation Programs, the Watertown Housing Authority Meadowbrook Apartments Sidewalk Project, the demolition of houses at 158 and 166 Academy St., the Superior St. Bus Shelter Project, the Point-In-Time Outreach and Education Initiative, the Fair Housing Education Project and the Watertown City School District Backpack Program Project.
- ✓ Provided oversight and administration of a NY Main Street grant for Phase 2 of the Lincoln Building Rehabilitation Project and continued to work with the owners of the Masonic Temple to complete the Restore NY grant funded improvements.
- ✓ Continued to work with our partners in the NDC program to rehabilitate vacant homes in the City using various funding sources.

2018-19 Goals and Objectives:

- Complete the remaining projects associated with the 2015 and 2016 CDBG Entitlement program grants including the N. Hamilton St. Playground Project, the Homebuyer Program and the ADA Accessible Sidewalk Ramp Construction Project Phase 2.
- Continue to implement projects identified in the City's 2017 CDBG Annual Action Plan including the 2017 Owner Occupied and Rental Housing Rehabilitation Programs, the Homebuyer Program, the Near East (Huntington St.) Sidewalk Project – Phase 2B and 3, and begin the implementation of projects in the 2018 CDBG Entitlement program grant.
- Complete the Restore NY grant for Phase 2 of the rehabilitation of the Masonic Temple.
- Continue to identify properties suitable for rehabilitation under the NDC Program.
- Work with the NYSDEC to finish the environmental remediation and complete the redevelopment plan for Sewall's Island.

City of Watertown

Fiscal Year: 2018-19

Department: Community Development

Account Code: CD8668

Function: Home and Community Services

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CD.2170 Program Income	\$ 71,054	\$ 36,158	\$ 40,000	\$ 74,000
CD.2401 Interest Revenue	29	64	-	-
CD.4940.8600 CDBG Program Income	87,661	29,534	-	-
CD.4940.8605 Restore NY/Main Street	-	-	1,000,000	1,490,000
CD.4940.8606 CDBG Small Cities - 2013	184,356	-	-	-
CD.4940.8607 CDBG Entitlement - 2014	84,601	16,583	200,000	17,946
CD.4940.8608 HOME Consortium - 2014	48,331	-	-	-
CD.4940.8609 CDBG Entitlement - 2015	11,023	85,577	590,000	148,409
CD.4940.8610 CDBG Entitlement - 2016	-	235,447	640,016	378,306
CD.4940.8611 CDBG Entitlement - 2017	-	-	800,000	472,400
CD.4940.8612 CDBG Entitlement - 2018	487,051	403,358	800,000	458,409
Total Revenues	\$ 974,106	\$ 806,721	\$ 4,070,016	\$ 3,039,470
<u>Appropriated Reserves and Fund Balance</u>				
Appropriated Fund Balance	-	-	-	(74,000)
Total Revenues and Appropriated Reserves / Fund Balance	\$ 974,106	\$ 806,721	\$ 4,070,016	\$ 2,965,470

Expenditures

CD.8668.0110 Salaries	\$ 51,263	\$ 46,565	\$ 51,309	\$ 52,335
CD.8668.0130 Wages	15,881	22,533	21,195	9,052
CD.8668.0140 Temporary	-	-	24,000	-
CD.8668.0150 Overtime	942	157	375	400
CD.8668.0250 Equipment	-	-	10,000	34,526
CD.8668.0430 Contracted Services	269,642	184,036	3,160,000	2,407,631
CD.8668.0460 Materials and Supplies	10,149	12,656	-	-
CD.8668.0810 NYS Retirement System	9,395	9,890	13,960	8,705
CD.8668.0830 Social Security	5,215	5,321	7,413	5,141
CD.8668.0850 Health Insurance	11,714	13,556	15,488	13,965
CD.9510.0900 Transfer to General Fund	-	-	-	-
CD.9950.0900 Transfer to Capital Fund	69,923	78,150	165,000	433,715
Total Expenditures	\$ 444,124	\$ 372,864	\$ 3,468,740	\$ 2,965,470

Fund Balance

Beginning reserves and fund balance	\$ 230,050	\$ 760,032
+ Revenues	974,106	806,721
- Expenses	(444,124)	(372,864)
Ending reserve and fund balances	\$ 760,032	\$ 1,193,889
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	\$ 760,032	\$ 1,193,889

City of Watertown

Fiscal Year: 2018-19
Department: Community Development
Account Code: CD
Function: Home and Community Services

FY 2018-19 Adopted Budget**Personal Services**

CD.8668.0110	Salaries		
	Planning and Community Development		
	Director (1 @ .20) *	\$ 14,525	
	Senior Planner (1 @ .25) **	15,090	
	Planner (2 @ .25) **	<u>22,720</u>	\$ 52,335
CD.8668.0130	Wages		
	ADA Sidewalk Ramps (DPW)		9,052
CD.8668.0150	Overtime		<u>400</u>
	Total Personal Services		<u>\$ 61,787</u>

Equipment

CD.8668.0250	Other Equipment		
	Bus Shelter Replacement		<u>34,526</u>
	Total Equipment		<u>\$ 34,526</u>

Operating Expenses

CD.8668.0430	Contracted Services		
	Masonic Temple Revitalization Project	\$ 500,000	
	Restore NY - Court Street Commons	990,000	
	Comprehensive Plan	36,000	
	ADA Ramps	5,535	
	Backpack Program	5,500	
	Point-in-Time Outreach and Education	8,200	
	Fair Housing Education	6,600	
	Demolitions - Salvation Army Project	102,400	
	Demolition - 549 Leray Street	40,000	
	Housing Programs	<u>713,396</u>	2,407,631
	Total Operating Expenses		<u>\$ 2,407,631</u>

Fringe Benefits

CD.8668.0810	New York State Employees' Retirement System	\$ 8,705	
CD.8668.0830	Social Security	5,141	
CD.8668.0850	Health Insurance	<u>13,965</u>	
	Total Fringe Benefits		<u>\$ 27,811</u>

TOTAL OPERATING BUDGET \$ 2,531,755

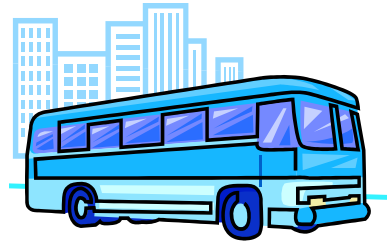
CD.9950.0900	Transfer to Capital Fund		
	North Hamilton Street Playground Improvements	\$ 53,409	
	Academy Street Playground Improvements	95,000	
	Sidewalk Program - Huntington Street	<u>285,306</u>	
	TOTAL BUDGET		<u><u>\$ 433,715</u></u>

* Split between A.8020 (80%) and CD.8668 (20%).

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

CD8668 – Community Development

Fiscal Year 2018-19 Vehicles and Equipment



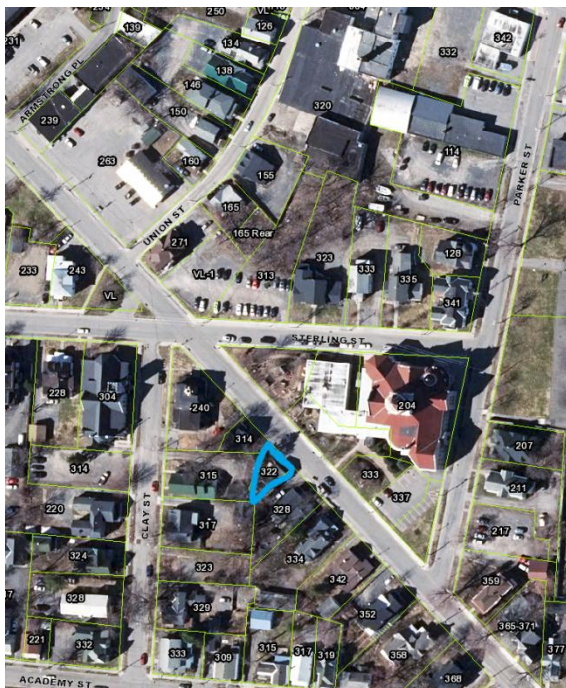
Bus Shelter Installation 2018

\$34,526

This project consists of installing two (2) new bus shelters along the Watertown CitiBus System's A-1 route. This particular bus route stops at several multifamily apartment complexes, community nonprofits, shopping destinations and religious institutions within the East and Near East Target Areas. It also connects these Target areas to downtown Watertown.

The first shelter location would be on a small, City-owned parcel at 322 Franklin Street, which is in a primarily residential area, but is also immediately across the street from Asbury United Methodist Church and approximately 400 feet away from the Franklin Street Dairy & Market.

The second shelter location would be on a triangular shaped island at the intersection of Colorado Avenue North and Gill Street. This location is near the 224-unit multifamily apartment complex at Mountaineer Estates.



TOURISM FUND

City of Watertown**Fiscal Year: 2018-19****Department: Tourism Fund****Account Code: CT6410****Function: Economic Development**

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

2017-18 Accomplishments:

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

2018-19 Goals and Objectives:

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

City of Watertown**Fiscal Year:****2018-19****Department:****Tourism Fund****Account Code:****CT****Function:****Culture and Recreation**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CT.1113 Occupancy Tax	\$ 213,574	\$ 206,055	\$ 200,000	\$ 210,000
CT.2401 Interest Earnings	15	-	-	-
Sub-Total	213,589	206,055	200,000	210,000
Appropriated Fund Balance	36,511	-	-	-
Total Revenues	\$ 250,100	\$ 206,055	\$ 200,000	\$ 210,000

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CT.9510.0900 Transfer to General Fund	\$ 250,100	\$ 200,000	\$ 200,000	\$ 210,000
Total Expenditures	\$ 250,100	\$ 200,000	\$ 200,000	\$ 210,000

Fund Balance

Beginning reserves and fund balance	\$ 49,970	\$ 13,459
+ Revenues	213,589	206,055
- Expenses	(250,100)	(200,000)
Ending reserve and fund balances	\$ 13,459	\$ 19,514
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	\$ 13,459	\$ 19,514

RESERVE FUNDS

City of Watertown

Fiscal Year: 2018-19
Department: Mandatory Reserve Fund
Account Code: CM
Function: Debt Service

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CM.2401 Interest Earnings	\$ 940	\$ 714	\$ 523	\$ 327
Sub-Total	940	714	523	327
Appropriated Fund Balance	5,670	4,149	5,140	3,836
Total Revenues	\$ 6,610	\$ 4,863	\$ 5,663	\$ 4,163

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CM.9710.6 Serial Bond Principal	\$ 5,500	\$ 4,000	\$ 5,000	\$ 3,750
CM.9710.7 Serial Bond Interest	1,110	863	663	413
Total Expenditures	\$ 6,610	\$ 4,863	\$ 5,663	\$ 4,163

Fund Balance

Beginning reserves and fund balance	\$ 23,291	\$ 17,621
+ Revenues	940	714
- Expenses	(6,610)	(4,863)
Ending reserve and fund balances	\$ 17,621	\$ 13,472
- Fund balance appropriated to subsequent fiscal year	(5,714)	(5,140)
Unreserved un-appropriated fund balance	<u>\$ 11,907</u>	<u>\$ 8,332</u>

On March 1, 2006 the City transferred ownership of the Watertown International Airport to Jefferson County. At the time of transfer, the City had various serial bonds outstanding related to past airport capital projects. The total principal and interest outstanding was \$414,136. The principal and interest outstanding at the end of the fiscal year ending June 30, 2018 will be \$8,250. An amount equal to the present value of the principal and interest was paid by the County to the City. The City then purchased State and Local Government Series securities to provide for the future debt service payments. Debt related to the airport will be retired in the fiscal year ending June 30, 2020.

City of Watertown

Fiscal Year: 2018-19
Department: Compensation Reserve Fund
Account Code: CR
Function: Employee Fringe Benefits

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CR.2401 Interest Earnings	\$ 349	\$ 349	\$ 250	\$ 3,500
Sub-Total	349	349	250	3,500
Appropriated Fund Balance	-	-	-	-
Total Revenues	\$ 349	\$ 349	\$ 250	\$ 3,500

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CR.9510.0900 Transfer to General Fund	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -

Fund Balance

Beginning reserves and fund balance	\$ 229,960	\$ 230,309
+ Revenues	349	349
- Expenses	-	-
Ending reserve and fund balances	\$ 230,309	\$ 230,658
- Fund balance appropriated to subsequent fiscal year	(60,000)	-
Unreserved un-appropriated fund balance	<u>\$ 170,309</u>	<u>\$ 230,658</u>

In accordance with New York State guidelines, the City has established this reserve fund for Workers' Compensation claims. As of June 30, 2017 the balance in the fund was \$230,659.

City of Watertown**Fiscal Year: 2018-19****Department: Risk Retention****Account Code: CS****Function: Self-Funded Liability**

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CS.2401 Interest Earnings	\$ 378	\$ 647	\$ 350	\$ 11,000
CS.5031 Interfund Transfers	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>	<u>75,000</u>
Sub-Total	105,378	105,647	105,350	86,000
Appropriated Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>\$ 105,378</u>	<u>\$ 105,647</u>	<u>\$ 105,350</u>	<u>\$ 86,000</u>

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
CS.1740.0430 Administration	\$ 20,809	\$ 22,674	\$ 20,000	\$ 25,000
CS.1930.0430 Judgments and Claims	<u>-</u>	<u>2,702</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures	<u>\$ 20,809</u>	<u>\$ 25,376</u>	<u>\$ 25,000</u>	<u>\$ 30,000</u>

Fund Balance

Beginning reserves and fund balance	\$ 486,746	\$ 571,315
+ Revenues	105,378	105,647
- Expenses	<u>(20,809)</u>	<u>(25,376)</u>
Ending reserve and fund balances	\$ 571,315	\$ 651,586
- Fund balance appropriated to subsequent fiscal year	<u>-</u>	<u>-</u>
Unreserved un-appropriated fund balance	<u>\$ 571,315</u>	<u>\$ 651,586</u>

In accordance with New York State guidelines, the City has established this reserve fund to pay claims and judgments for the City's general liability. At June 30, 2017 the balance in the reserve fund was \$651,586.

City of Watertown

Fiscal Year: 2018-19
Department: Debt Service
Account Code: V
Function: Debt Service

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
V.2710 Premium and Accrued Interest on Obligations	\$ 8,248	\$ 31,805	\$ -	\$ -
Sub-Total	8,248	31,805	-	-
Appropriated Fund Balance	-	-	-	-
Total Revenues	\$ 8,248	\$ 31,805	\$ -	\$ -

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
V.9991 Payment to Escrow Agent and Professionals	\$ -	\$ 8,248	\$ -	\$ -
Total Expenditures	\$ -	\$ 8,248	\$ -	\$ -

<u>Fund Balance</u>		
Beginning reserves and fund balance	\$ -	\$ 8,248
+ Revenues	8,248	31,805
- Expenses	-	(8,248)
Ending reserve and fund balances	\$ 8,248	\$ 31,805
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	<u>\$ 8,248</u>	<u>\$ 31,805</u>

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

SELF- FUNDED HEALTH INSURANCE FUND

City of Watertown**Fiscal Year: 2018-19****Department: Self Funded Health Insurance****Account Code: MS1710****Function: Employee Fringe Benefits**

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

2017-18 Accomplishments:

- ✓ Conducted a coordination of benefits audit for all retirees. Worked with POMCO/UMR to make necessary changes.
- ✓ Worked with health committee and broker to review cost analysis that was conducted for the health and prescription plans.
- ✓ Held a Flu Shot Clinic in which 95 full-time employees participated.

2018-19 Goals and Objectives:

- Continue to monitor the Federal Health Care Reform Act and assess its impact on the City's Health Insurance plan.
- Conduct RFPs for all current benefits – health, prescription, dental, vision and flex spending.
- Conduct RFP for stop loss plan.
- Implement smooth transition to UMR.

City of Watertown
Fiscal Year: 2018-19
Department: Self-Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
MS.1270 Shared Service Charges	\$ 7,296,416	\$ 7,563,799	\$ 8,982,428	\$ 9,543,195
MS.2401 Interest Revenue	2,002	1,640	2,000	300
MS.2680 Insurance Recovery	70,521	645,174	175,000	150,000
MS.2700 Medicare Part D Reimbursement	204,638	210,908	200,000	220,000
MS.2701 Refund of Prior Year Expenditures	35,724	20,103	-	-
MS.2708 Employee Contribution	497,937	541,828	643,048	672,520
MS.2709 Retirees' Contribution	160,115	164,800	200,799	210,115
MS.2771 Prescription Reimbursement	<u>291,093</u>	<u>310,616</u>	<u>300,000</u>	<u>300,000</u>
Sub-Total	8,558,446	9,458,868	10,503,275	11,096,130
Appropriated Fund Balance	<u>350,922</u>	<u>1,338,851</u>	<u>-</u>	<u>-</u>
Total Revenues and Appropriated Fund Balance	<u>\$ 8,909,368</u>	<u>\$ 10,797,719</u>	<u>\$ 10,503,275</u>	<u>\$ 11,096,130</u>

Expenditures

MS.1710 Administration	\$ 517,460	\$ 506,837	\$ 515,789	\$ 541,130
MS 9060.0430.0020 Medical Claims	5,461,013	7,066,434	6,573,909	7,230,000
MS 9060.0430.0030 Prescriptions	<u>2,930,895</u>	<u>3,224,448</u>	<u>3,413,577</u>	<u>3,325,000</u>
Total Expenditures	<u>\$ 8,909,368</u>	<u>\$ 10,797,719</u>	<u>\$ 10,503,275</u>	<u>\$ 11,096,130</u>

Fund Balance

Beginning reserves and fund balance	\$ 2,013,626	\$ 1,662,704
+ Revenues	8,558,446	9,458,868
- Expenses	<u>(8,909,368)</u>	<u>(10,797,719)</u>
Ending reserve and fund balances	\$ 1,662,704	\$ 323,853
- Fund balance appropriated to subsequent fiscal year	<u>(225,000)</u>	<u>-</u>
Unreserved un-appropriated fund balance	<u>\$ 1,437,704</u>	<u>\$ 323,853</u>

City of Watertown

Fiscal Year: 2018-19
Department: Self-Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits

	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
Personal Services				
110 Salaries	\$ 38,374	\$ 40,650	\$ 41,245	\$ 42,070
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ 38,374	\$ 40,650	\$ 41,245	\$ 42,070
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	232,932	232,188	254,079	265,000
430 Contracted Services	188,523	184,828	188,000	203,522
440 Fees Non Employees	35,786	30,694	8,600	5,000
450 Miscellaneous	-	-	1,250	1,200
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	142	289	500	400
465 Equipment < \$5,000	3,741	-	-	300
Total Operating Expenses	\$ 461,124	\$ 447,999	\$ 452,429	\$ 475,422
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 5,356	\$ 3,128	\$ 4,289	\$ 4,326
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,577	2,735	3,155	3,218
840 Workers' Compensation	-	-	-	-
850 Health Insurance	10,029	12,325	14,671	16,094
Total Fringe Benefits	\$ 17,962	\$ 18,188	\$ 22,115	\$ 23,638
Department Total	<u>\$ 517,460</u>	<u>\$ 506,837</u>	<u>\$ 515,789</u>	<u>\$ 541,130</u>

City of Watertown

Fiscal Year: 2018-19
Department: Self-Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits

FY 2018-19 Adopted Budget**Personal Services**

MS.1710.0110	Salaries		
	Human Resources Manager (.10) *	\$ 7,179	
	Benefits Administrator (.80) **	<u>34,891</u>	\$ 42,070
	Total Personal Services		<u>\$ 42,070</u>

Operating Expenses

MS.1710.0420	Insurance		
	Stop Loss Insurance		\$ 265,000
MS.1710.0430	Contracted Services		
	POMCO Administration Fees	\$ 201,522	
	Affordable Care Act Program / IRS Forms Printing	<u>2,000</u>	203,522
MS.1710.0440	Fees, Non Employee		
	Attestation	1,750	
	Patient Protection and Affordable Care Act Transitional Reinsurance Fee	<u>3,250</u>	5,000
MS.1710.0450	Miscellaneous		
	Training		1,200
MS.1710.0460	Materials and Supplies		
	Supplies		400
MS.1710.0465	Equipment < \$5,000		
	Monitor		<u>300</u>
	Total Operating Expenses		<u>\$ 475,422</u>

Fringe Benefits

MS.1710.0810	New York State Employees' Retirement System	\$ 4,326	
MS.1710.0830	Social Security		3,218
MS.1710.0850	Health Insurance		<u>16,094</u>
	Total Fringe Benefits		<u>\$ 23,638</u>

TOTAL BUDGET

	<u><u>\$ 541,130</u></u>
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* Split between A.1230 (90%) and MS.1710 (10%).

** Split between A.1230 (20%) and MS.1710 (80%).

CAPITAL PROJECTS FUND

**CITY OF WATERTOWN
FISCAL YEAR 2018-19 BUDGET
COMPUTATION OF DEBT LIMIT
As of June 30, 2018**

Five Year Average Full Valuation of Taxable Real Property	\$ 1,167,715,698
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Debt Limit - 7% thereof	\$ 81,740,099
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Inclusions:

Outstanding Bonds	\$ 31,820,000
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Exclusions:

Self-liquidating Debt	\$ 3,123,000
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Water Debt	4,477,249
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Sewer Debt	7,602,798
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Cash on Hand in Mandatory Reserve	<u>8,250</u>
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	<u>\$ 15,211,297</u>
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Total Net Indebtedness	<u>\$ 16,608,703</u>
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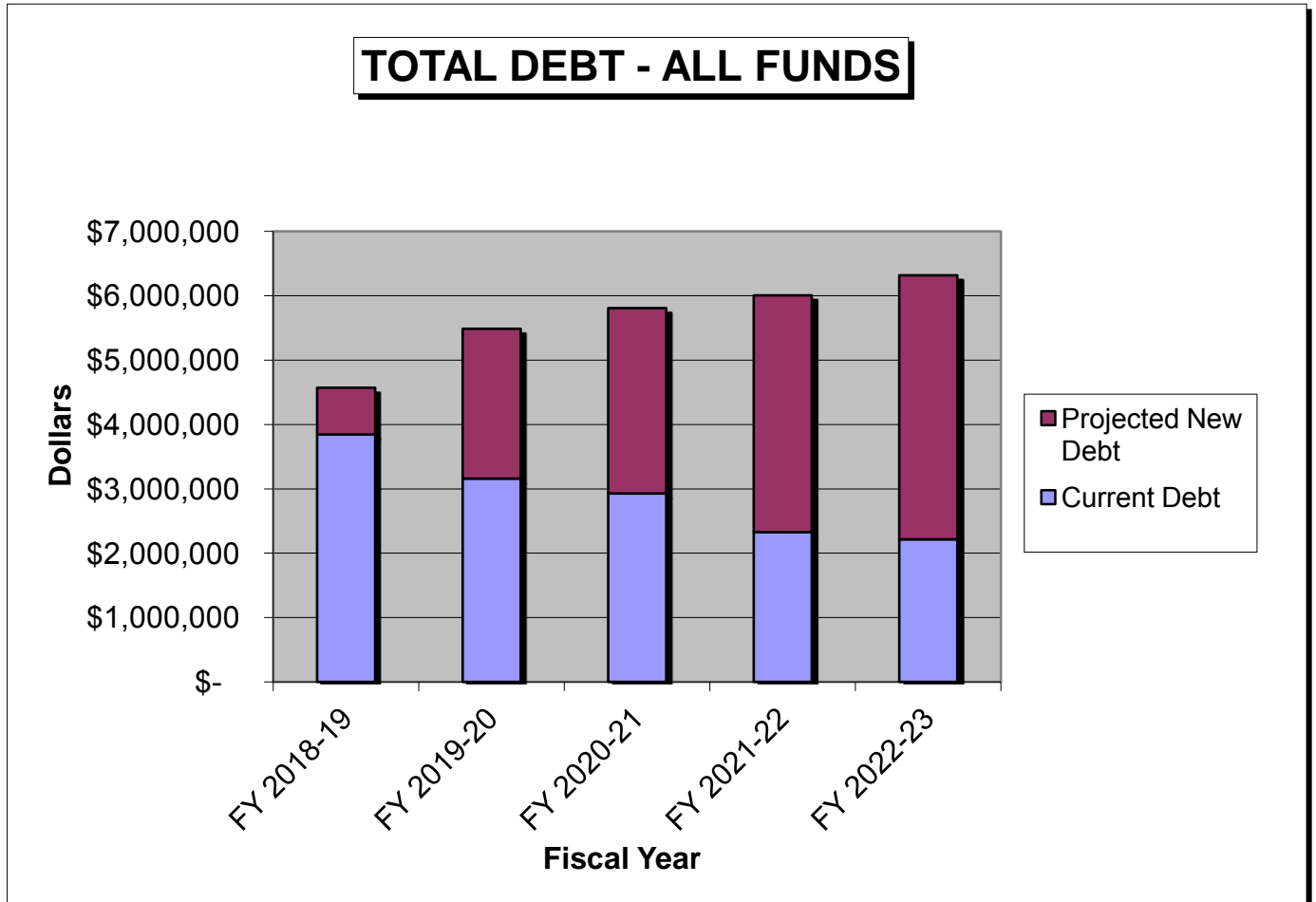
Net Debt Contracting Margin	<u><u>\$ 65,131,396</u></u>
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The percent of debt contracting power exhausted is	<u><u>20.32%</u></u>
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DEBT

ALL FUNDS

		<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Current Debt	(1)	\$ 3,842,851	\$ 3,160,582	\$ 2,929,403	\$ 2,330,421	\$ 2,216,533
Projected New Debt		<u>727,163</u>	<u>2,326,637</u>	<u>2,879,449</u>	<u>3,677,812</u>	<u>4,101,229</u>
TOTAL		<u>\$ 4,570,014</u>	<u>\$ 5,487,219</u>	<u>\$ 5,808,852</u>	<u>\$ 6,008,233</u>	<u>\$ 6,317,762</u>



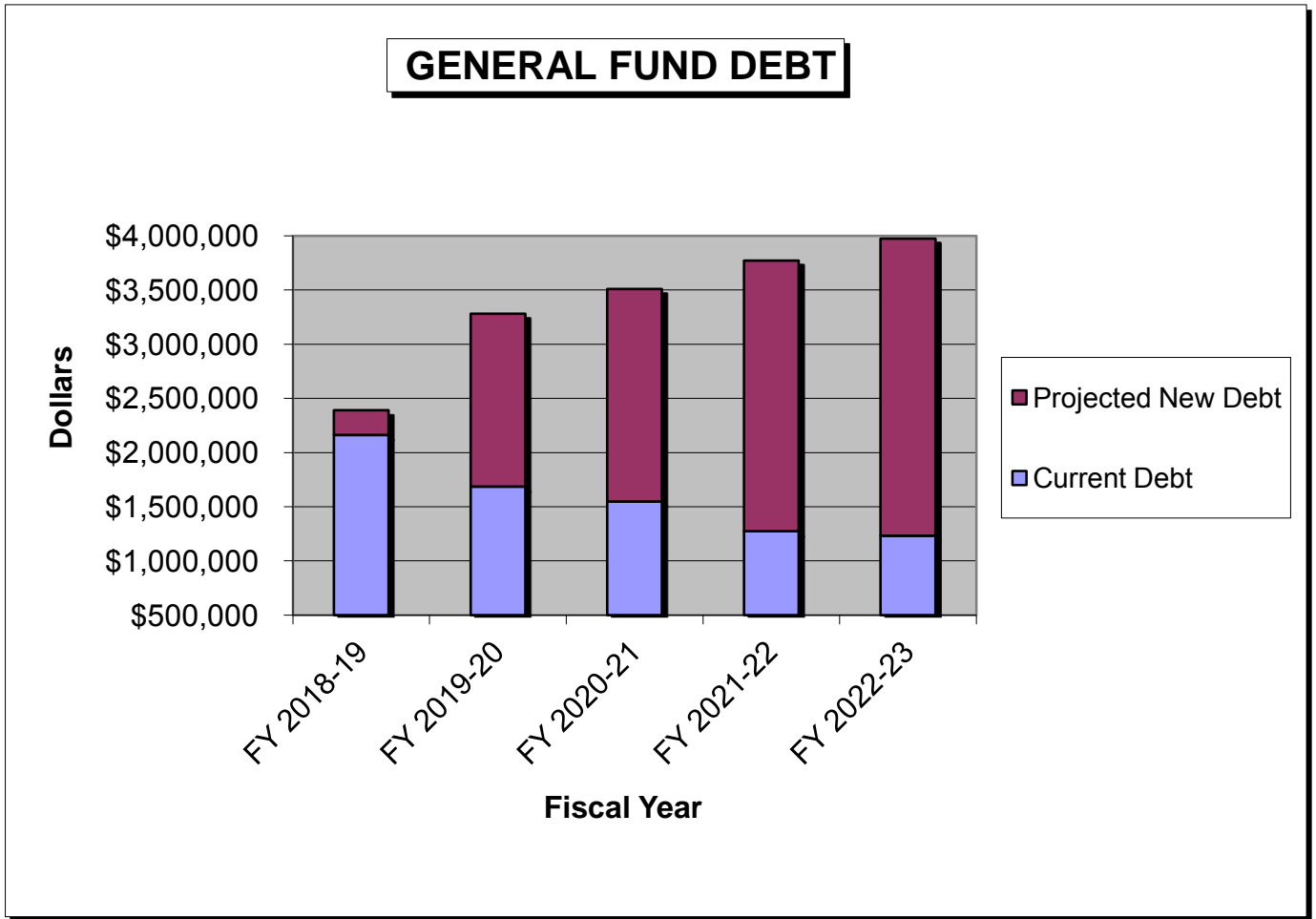
(1) Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Hydro-electric Plant debt	\$ 647,455	\$ 596,638	\$ 602,403	\$ 595,775	\$ 601,500
Water Treatment Plant debt	\$ 33,579	\$ 50,920	\$ 60,961	\$ 48,778	\$ 47,499
Wastewater Treatment Plant debt	\$ 356,611	\$ 344,080	\$ 344,572	\$ 369,289	\$ 367,871

DEBT

GENERAL FUND

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Current Debt	(1) \$ 2,162,604	\$ 1,686,192	\$ 1,548,246	\$ 1,274,574	\$ 1,231,548
Projected New Debt	<u>228,708</u>	<u>1,595,614</u>	<u>1,960,679</u>	<u>2,496,110</u>	<u>2,741,713</u>
TOTAL	<u>\$ 2,391,312</u>	<u>\$ 3,281,806</u>	<u>\$ 3,508,925</u>	<u>\$ 3,770,684</u>	<u>\$ 3,973,261</u>

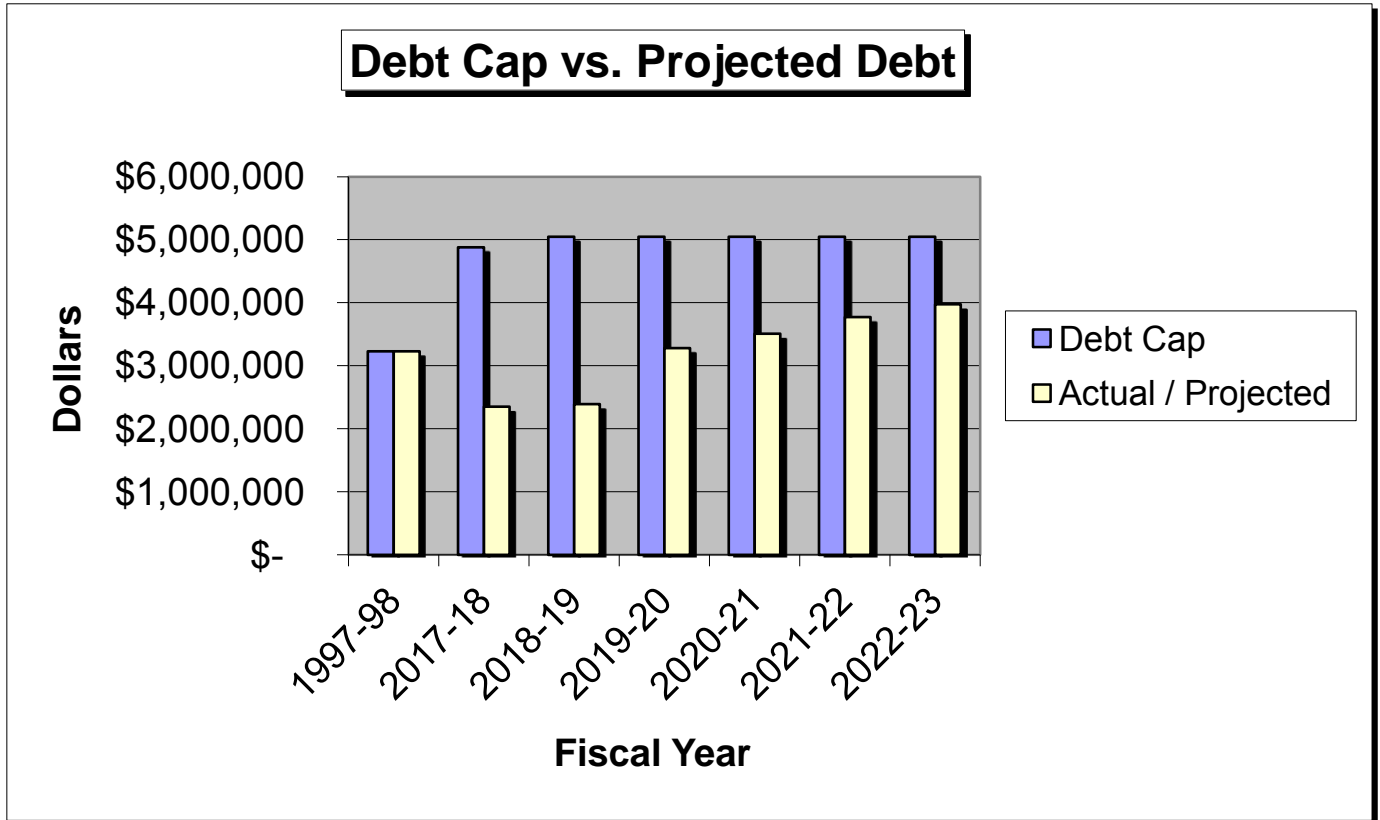


(1) Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Hydro-electric Plant debt	\$ 647,455	\$ 596,638	\$ 602,403	\$ 595,775	\$ 601,500

GENERAL FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected</u> <u>Debt (1)</u>
1997-98	base year	\$ 3,231,475	\$ 3,231,475
2017-18	actual	\$ 4,881,546	\$ 2,349,118
2018-19	actual	\$ 5,048,433	\$ 2,391,312
2019-20	projected	\$ 5,048,433	\$ 3,281,806
2020-21	projected	\$ 5,048,433	\$ 3,508,925
2021-22	projected	\$ 5,048,433	\$ 3,770,684
2022-23	projected	\$ 5,048,433	\$ 3,973,261



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

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

Debt excluded from the debt cap calculation:

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Hydro-electric Plant debt	\$ 647,455	\$ 596,638	\$ 602,403	\$ 595,775	\$ 601,500

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 -</u> <u>FY 2027/28</u>	<u>FY 2028/29 -</u> <u>FY 2032/33</u>	<u>FY 2033/34 -</u> <u>FY 2037/38</u>	<u>FY 2038/39 -</u> <u>FY 2039/40</u>	<u>TOTAL</u>
<u>GENERAL FUND - Existing Debt Service</u>										
Hydro-electric Facility Improvements	\$ 186,775	\$ 186,963	\$ 191,713	\$ 185,900	\$ 189,500	\$ 562,200	\$ -	\$ -	\$ -	\$ 1,503,051
Hydro-electric facility improvements	411,720	409,675	410,690	409,875	412,000	-	-	-	-	2,053,960
Bellew Ave. storm sewer	3,982	-	-	-	-	-	-	-	-	3,982
DPW facility improvements	8,576	-	-	-	-	-	-	-	-	8,576
DPW Facility/bus transfer site	188,253	-	-	-	-	-	-	-	-	188,253
Downtown Streetscape	30,363	-	-	-	-	-	-	-	-	30,363
Vehicles	12,145	-	-	-	-	-	-	-	-	12,145
Fire truck	48,735	28,930	34,350	29,715	29,068	28,368	-	-	-	199,166
DPW administration building roof	9,265	7,878	-	-	-	-	-	-	-	17,143
DPW central garage roof	5,147	4,376	-	-	-	-	-	-	-	9,523
Flynn Pool bathhouse roof	4,118	3,502	-	-	-	-	-	-	-	7,620
Mill St. fire station roof	2,058	1,750	-	-	-	-	-	-	-	3,808
Vehicles & equipment	7,721	6,565	-	-	-	-	-	-	-	14,286
State St. reconstruction	24,574	23,290	8,532	-	-	-	-	-	-	56,396
Fire truck	26,926	25,536	24,644	-	-	-	-	-	-	77,106
Main Ave. reconstruction	41,424	39,286	37,913	-	-	-	-	-	-	118,623
Rotary snowblower	20,712	19,643	18,957	-	-	-	-	-	-	59,312
Ten Eyck St. reconstruction	130,780	147,000	142,200	117,080	123,760	-	-	-	-	660,820
Iroquois Ave W; Knowlton Ave; Cosgrove St. storm sewer	28,813	27,938	27,000	26,000	-	-	-	-	-	109,751
DPW & Bus Transfer Site	3,049	-	-	-	-	-	-	-	-	3,049
Downtown Streetscape	135,161	-	-	-	-	-	-	-	-	135,161
Hole Brothers Site	8,130	-	-	-	-	-	-	-	-	8,130
DPW Equipment	42,174	-	-	-	-	-	-	-	-	42,174
Sidewalks-District 3	6,098	-	-	-	-	-	-	-	-	6,098
State St. reconstruction	22,548	21,849	-	-	-	-	-	-	-	44,397
Sidewalks-District 4	6,817	6,606	-	-	-	-	-	-	-	13,423
Mill St. storm sewer	23,073	22,358	-	-	-	-	-	-	-	45,431
Breen Ave. reconstruction	51,593	50,292	59,815	58,093	56,180	108,160	-	-	-	384,133
JB Wise parking lot	149,657	145,538	141,419	-	-	-	-	-	-	436,614
Sidewalks-District 5	1,635	1,590	1,545	-	-	-	-	-	-	4,770
Sidewalks-District 6	1,853	1,802	1,751	-	-	-	-	-	-	5,406
Clinton St. reconstruction	66,389	62,859	61,359	60,844	65,224	244,043	-	-	-	560,718
Sidewalk district #7	6,630	6,450	6,270	6,090	-	-	-	-	-	25,440
Sidewalk district #8	4,313	4,199	4,085	3,971	3,857	-	-	-	-	20,425
Fairgrounds storage building	30,906	30,356	29,806	29,221	22,103	21,578	-	-	-	163,970
Clinton Street reconstruction	36,354	33,704	33,094	32,446	25,260	24,660	-	-	-	185,518
Hydro-electric equipment	48,960	-	-	-	-	-	-	-	-	48,960
Sidewalk district #9	6,818	6,698	6,578	6,450	6,315	6,165	-	-	-	39,024
Arena rehab	590,038	586,638	593,088	594,088	594,788	3,008,327	3,044,000	3,067,650	1,231,775	13,310,392
Ogilvie site remediation	43,680	42,840	-	-	-	-	-	-	-	86,520
Factory St. reconstruction	47,655	46,915	40,675	40,045	39,100	181,325	65,915	-	-	461,630
Arena rehab	49,169	48,424	47,678	46,933	46,188	218,068	152,018	-	-	608,478
Fire Pumper Truck	62,127	61,057	59,987	58,917	57,847	167,121	-	-	-	467,056
Factory St. reconstruction	100,327	98,741	97,157	95,572	93,988	445,771	165,393	-	-	1,096,949

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 - FY 2027/28</u>	<u>FY 2028/29 - FY 2032/33</u>	<u>FY 2033/34 - FY 2037/38</u>	<u>FY 2038/39 - FY 2039/40</u>	<u>TOTAL</u>
City Hall boiler	20,322	19,972	19,622	19,272	18,922	54,666	-	-	-	152,776
Sidewalks -District #10	6,333	6,226	6,119	6,012	5,905	22,543	-	-	-	53,138
Sidewalks - District #11	6,511	6,401	6,291	6,181	6,071	23,177	-	-	-	54,632
Thompson Park playground	39,652	38,983	38,311	37,644	36,972	141,153	-	-	-	332,715
GENERAL FUND - Existing Debt Service	\$ 2,810,059	\$ 2,282,830	\$ 2,150,649	\$ 1,870,349	\$ 1,833,048	\$ 5,257,325	\$ 3,427,326	\$ 3,067,650	\$ 1,231,775	\$ 23,931,011

GENERAL FUND - Projected Debt Service
FY 16-17 and past years' outstanding projects

Factory St. reconstruction	\$ 15,313	\$ 15,031	\$ 14,750	\$ 14,469	\$ 14,188	\$ 66,719	\$ -	\$ -	\$ -	140,469
Hydro-electric facility - turbine intake resurfacing	-	21,580	21,082	20,584	20,086	92,960	17,098	-	-	193,390
Municipal Building - City Court renovations	-	483,333	473,333	463,333	453,333	2,116,667	1,866,667	343,333	-	6,200,000
FY 17-18 Projects										
Fire - station #1 heating plant	55,125	54,113	53,100	52,088	51,075	240,188	-	-	-	505,688
Hydro-electric facility - turbine intake resurfacing	-	43,160	42,164	41,168	40,172	185,920	34,196	-	-	386,780
Pools - Thompson Park pool and bathhouse	-	232,000	227,200	222,400	217,600	1,016,000	896,000	164,800	-	2,976,000
Flower Avenue East - reconstruction	160,563	155,608	152,946	150,283	147,621	698,167	631,604	-	-	2,096,792
Western Blvd. extention construction	-	82,167	80,467	78,767	77,067	359,833	317,333	58,367	-	1,054,000
Massey St. - Coffeen St. - Court St Bridge (MPO project)	-	-	4,958	4,850	4,742	22,083	19,375	6,992	-	63,000
Mill St Bridge reconstruction (north span)	-	4,972	4,869	4,767	4,664	21,775	19,203	3,532	-	63,783
Pearl St Bridge reconstruction	-	19,557	19,152	18,748	18,343	85,646	75,530	13,892	-	250,868
FY 18-19 Projects										
Hydro-electric facility - turbine intake resurfacing	-	21,580	21,082	20,584	20,086	92,960	17,098	-	-	193,390
Hydro-electric facility - excitation system upgrades	-	65,000	63,500	62,000	60,500	280,000	51,500	-	-	582,500
Hydro-electric facility - canal spillway resurfacing	-	52,000	50,800	49,600	48,400	224,000	41,200	-	-	466,000
Pools - Flynn pool filter replacement	-	25,300	24,640	23,980	23,320	22,660	-	-	-	119,900
Pools - Flynn pool boiler replacement	-	20,700	20,160	19,620	19,080	18,540	-	-	-	98,100
Thompson Park - North Down Drive wall (Upper Franklin St)	-	45,500	44,450	43,400	42,350	196,000	36,050	-	-	407,750
Mill St. & Leray St. storm sewer upgrade	-	26,000	25,400	24,800	24,200	112,000	20,600	-	-	233,000
Cooper Street outfall replacement	-	26,583	26,033	25,483	24,933	116,417	102,667	18,883	-	341,000
Pedestrian Safety Action Plan Improvements	-	21,267	20,827	20,387	19,947	93,133	82,133	15,107	-	272,800
Massey St. - Coffeen St. - Court St bridge (MPO project)	-	-	5,157	5,044	4,931	22,967	20,150	7,271	-	65,520
Mill Street Bridge (South span) reconstruction	-	4,833	4,733	4,633	4,533	21,167	18,667	3,433	-	62,000
Vanduzee Street bridge reconstruction	-	6,646	6,508	6,371	6,233	29,104	25,667	4,721	-	85,250
Harrison St. (Riggs Ave Phase II) reconstruction	-	168,683	165,193	161,703	158,213	738,717	651,467	119,823	-	2,163,800
FY 19-20 Projects										
Downtown restroom facility	-	-	33,125	32,313	31,500	145,313	52,438	-	-	294,688

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 - FY 2027/28</u>	<u>FY 2028/29 - FY 2032/33</u>	<u>FY 2033/34 - FY 2037/38</u>	<u>FY 2038/39 - FY 2039/40</u>	<u>TOTAL</u>
Municipal Building - Air handling unit replacements (3)	-	-	46,375	45,238	44,100	203,438	73,413	-	-	412,563
Thompson Park - Pinnacle Wood Walk wall rehabilitation	-	-	34,875	33,900	32,925	62,925	-	-	-	164,625
DPW Storm sewer - sewer cleaner/vac truck	-	-	24,513	23,911	23,310	107,531	38,804	-	-	218,069
Fairgrounds - mower	-	-	16,740	16,272	15,804	30,204	-	-	-	79,020
Fire - Replacement of Ladder Truck 2	-	-	132,388	129,495	126,603	589,625	517,313	186,678	-	1,682,100
Massey St. - Coffeen St. - Court St Bridge (MPO project)	-	-	65,450	64,020	62,590	291,500	255,750	92,290	-	831,600
Newell St. reconstruction (Engine St. to Arch St) - design	-	-	-	50,833	49,667	230,833	201,667	107,000	-	640,000
Black River Parkway (mill & fill)	-	-	34,708	33,950	33,192	154,583	135,625	48,942	-	441,000
FY 20-21 Projects										
Sewall's Island park and trail project	-	-	-	25,313	24,656	113,438	60,188	-	-	223,594
DPW Road Maintenance - regenerative air street sweeper (1-61)	-	-	-	26,325	25,643	117,975	62,595	-	-	232,538
DPW Snow Removal - tandem axle dump truck	-	-	-	23,625	23,013	105,875	56,175	-	-	208,688
Fire - Engine 4 replacement	-	-	-	74,925	72,983	335,775	178,155	-	-	661,838
Fire - Ladder Truck 1 Refurbishment	-	-	-	29,700	28,930	133,100	70,620	-	-	262,350
Fire - Engine 8-2 refurbishment	-	-	-	25,380	24,722	113,740	60,348	-	-	224,190
Information Technology - Financial management software	-	-	-	117,500	114,000	321,000	-	-	-	552,500
Newell St. (Engine St. to Arch St) - reconstruction	-	-	-	204,350	199,660	927,950	810,700	430,140	-	2,572,800
FY 21-22 Projects										
Thompson Park - Academy Street repair	-	-	-	-	160,000	740,000	640,000	440,000	-	1,980,000
DPW Snow removal - 4x4 snowplow w/wing, underbody scraper and spreader	-	-	-	-	37,800	172,800	118,800	-	-	329,400
Fire - Heavy rescue unit replacement	-	-	-	-	35,000	160,000	110,000	-	-	305,000
Public Square Synthetic Asphalt milling and filling	-	-	-	-	70,000	320,000	220,000	-	-	610,000
FY 22-23 Projects										
Bus - Garage extention design	-	-	-	-	-	3,300	2,800	-	-	6,100
Municipal Building - window replacements	-	-	-	-	-	1,320,000	1,120,000	-	-	2,440,000
Fire - Engine 8-3 refurbishment	-	-	-	-	-	124,080	105,280	-	-	229,360
Bronson Street (800 - 900 blocks) - reconstruction	-	-	-	-	-	456,000	396,000	336,000	-	1,188,000
Burlington St reconstruction	-	-	-	-	-	316,667	275,000	233,333	-	825,000
	<u>\$ 231,000</u>	<u>\$ 1,595,614</u>	<u>\$ 1,960,679</u>	<u>\$ 2,496,110</u>	<u>\$ 2,741,713</u>	<u>\$ 14,471,273</u>	<u>\$ 10,505,873</u>	<u>\$ 2,634,537</u>	<u>\$ -</u>	<u>\$ 36,636,799</u>
<u>GENERAL FUND - Existing and Projected Debt Service</u>	<u>\$ 3,041,059</u>	<u>\$ 3,878,444</u>	<u>\$ 4,111,328</u>	<u>\$ 4,366,459</u>	<u>\$ 4,574,761</u>	<u>\$ 19,728,598</u>	<u>\$ 13,933,199</u>	<u>\$ 5,702,187</u>	<u>\$ 1,231,775</u>	<u>\$ 60,567,810</u>

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

**Funding
Source**

FY 2018-19

FY 2019-20

FY 2020-21

FY 2021-22

FY 2022-23

GENERAL FUND - Facility Improvements

Bus						
	Grant (90%)/ Debt (10%)					
Bus Garage Extension Design		\$ -	\$ -	\$ -	\$ -	\$ 50,000
Total Bus		\$ -	\$ -	\$ -	\$ -	\$ 50,000

Downtown						
Restroom Facility	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Total Downtown		\$ -	\$ 250,000	\$ -	\$ -	\$ -

DPW Newell Street Facilities						
Building Façade - 547 Newell Street	Operating Transfer	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Old Bus Storage Roof Improvements	Operating Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -
Marble Street Building Demolition	Operating Transfer	\$ -	\$ -	\$ 50,000	\$ -	\$ -
Newell Street Facilities Assessment	Operating Transfer	\$ -	\$ -	\$ -	\$ 75,000	\$ -
Total DPW Newell Street Facilities		\$ 40,000	\$ 35,000	\$ 50,000	\$ 75,000	\$ -

Fire						
Driveway Apron and sidewalk - State Street Station	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Driveway Apron and sidewalk - Mill Street Station	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Total Fire		\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000

Hydro-Electric Facility						
Turbine Intake Resurfacing	Debt	\$ 166,000	\$ -	\$ -	\$ -	\$ -
Excitation System Upgrades	Debt	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Canal Spillway Resurfacing	Debt	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Turbine Roller Bearings	Operating Transfer	\$ -	\$ 120,000	\$ -	\$ -	\$ -
Building Windows	Operating Transfer	\$ -	\$ -	\$ 35,000	\$ -	\$ -
Building Concrete Repairs	Operating Transfer	\$ -	\$ -	\$ 30,000	\$ -	\$ -
Front Door	Operating Transfer	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Canal Dewater and Maintenance	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Total Hydro-electric Facility		\$ 1,066,000	\$ 120,000	\$ 65,000	\$ 100,000	\$ 100,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u>		<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Municipal Building							
Flooring Replacement - 2nd Floor	Operating	Transfer	\$ 75,000	\$ -	\$ -	\$ -	\$ -
Air Handling Unit Replacements (3)	Debt		\$ -	\$ 350,000	\$ -	\$ -	\$ -
HVAC and Building Envelope Evaluation	Operating	Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Penthouse Metal Siding Refinishing	Operating	Transfer	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Window Replacements	Debt		\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
Total Municipal Building			\$ 75,000	\$ 425,000	\$ -	\$ -	\$ 2,000,000

Outdoor Recreation							
Clubhouse renovations	Operating		\$ 35,000	\$ 25,000	\$ -	\$ -	\$ -
Sound system speakers	Operating		\$ 35,000	\$ -	\$ -	\$ -	\$ -
Bleachers	Operating		\$ 95,000	\$ -	\$ -	\$ -	\$ -
Locker Room Roof Replacement	Operating	Transfer	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Stadium Fence	Operating	Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -
Scoreboard - Baseball Stadium	Operating	Transfer	\$ -	\$ -	\$ 79,000	\$ -	\$ -
Scoreboard - Football Stadium	Operating	Transfer	\$ -	\$ -	\$ -	\$ 25,000	\$ -
Total Outdoor Recreation			\$ 195,000	\$ 60,000	\$ 79,000	\$ 25,000	\$ -

Parking Lots							
JB Wise/Court Street Lot Retaining Wall Repair	Operating	Transfer	\$ -	\$ 60,000	\$ -	\$ -	\$ -
Total Parking Lots			\$ -	\$ 60,000	\$ -	\$ -	\$ -

Playgrounds							
Academy Street Playground	Grant		\$ 95,000	\$ -	\$ -	\$ -	\$ -
North Hamilton Street Playground	Grant		\$ 53,409	\$ -	\$ -	\$ -	\$ -
Portage Street Playground	Operating	Transfer	\$ -	\$ 48,000	\$ -	\$ -	\$ -
Taylor Street Playground	Operating	Transfer	\$ -	\$ -	\$ 43,000	\$ -	\$ -
Total Playgrounds			\$ 148,409	\$ 48,000	\$ 43,000	\$ -	\$ -

Pools							
Flynn Pool Filter Replacement	Debt		\$ 110,000	\$ -	\$ -	\$ -	\$ -
Flynn Pool Boiler Replacement	Debt		\$ 90,000	\$ -	\$ -	\$ -	\$ -
Alteri Pool Filter Replacement	Operating	Transfer	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Total Pools			\$ 200,000	\$ -	\$ -	\$ -	\$ 125,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u>		<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
River Parks Development							
Black River Trail Extension	Grant	\$ 57,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sewall's Island Park and Trail Project	FY 18/19: Operating Transfer; FY 19/20 - FY 20/21: Grant (75%) / Debt (25%)	\$ 45,000	\$ 75,000	\$ 750,000	\$ -	\$ -	\$ -
Veteran's Memorial Walkway Pavillion Roof Replacement	Operating Funds	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Factory Square Park - Trail Connection to Factory Street	Reserve Funds	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -
Black River Trail - Water Street Rail Trail	Grant (75%) / Operating Transfer (25%)	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -
Black River Trail - Water Street Trail to Marble Street Park	Grant (75%) / Operating Transfer (25%)	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Total River Parks Development		\$ 102,000	\$ 100,000	\$ 810,000	\$ 250,000	\$ 250,000	\$ -

Thompson Park							
North Down Drive Wall Repair	Debt	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -
Masonry Repointing	Operating Transfer	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Pinnacle Wood Walk Wall Rehabilitation	Debt	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Quonset Hut Building Improvements	Operating Transfer	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Street Repair - Academy Street Entrance	Debt	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
Total Thompson Park		\$ 350,000	\$ 180,000	\$ 55,000	\$ 1,530,000	\$ 30,000	\$ -

Total Facility Improvements							
		\$ 2,176,409	\$ 1,308,000	\$ 1,102,000	\$ 1,980,000	\$ 2,585,000	\$ -
Debt		\$ 1,616,000	\$ 768,750	\$ 187,500	\$ 1,500,000	\$ 2,005,000	\$ -
Operating Fund Transfer		\$ 230,000	\$ 483,000	\$ 292,000	\$ 292,500	\$ 347,500	\$ -
Grant		\$ 330,409	\$ 56,250	\$ 622,500	\$ 187,500	\$ 232,500	\$ -
Reserve Fund Transfer		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Facility Improvements By Funding Sources		\$ 2,176,409	\$ 1,308,000	\$ 1,102,000	\$ 1,980,000	\$ 2,585,000	\$ -

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u>	<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
<u>GENERAL FUND - Vehicles and Equipment</u>						

Arena						
	Capital Reserve Fund					
Zamboni (3-15)		\$ -	\$ 110,000	\$ -	\$ -	\$ -
Total Arena		\$ -	\$ 110,000	\$ -	\$ -	\$ -

Bus						
	Grant (90%)/ Operating Transfer (10%)					
Para-transit Bus (3)		\$ 65,000	\$ -	\$ -	\$ 70,000	\$ -
Vehicle Routing and Tracking System		\$ 100,000	\$ -	\$ -	\$ -	\$ -
Pickup Truck with Plow and Lift Gate (B-1)		\$ -	\$ 42,000	\$ -	\$ -	\$ -
Transit Director Vehicle (B-2)		\$ -	\$ 32,000	\$ -	\$ -	\$ -
Midsize Bus (2)		\$ -	\$ 300,000	\$ -	\$ -	\$ -
Shuttle Bus		\$ -	\$ 190,000	\$ -	\$ -	\$ -
Transit Route Signage		\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -
Four Post Vehicle Lift		\$ -	\$ -	\$ 125,000	\$ -	\$ -

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

	<u>Funding Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Transit Bus (30 - 35 ft.) (2)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ -	\$ 400,000	\$ -
Total Bus		\$ 165,000	\$ 614,000	\$ 175,000	\$ 470,000	\$ -

Central Garage						
Fleet Supervisor Vehicle (1-30)	Operating Transfer	\$ -	\$ -	\$ -	\$ 33,000	\$ -
Total Central Garage		\$ -	\$ -	\$ -	\$ 33,000	\$ -

Code Enforcement						
Vehicle Replacement	Operating Transfer	\$ -	\$ 27,500	\$ 27,500	\$ -	\$ -
Total Code Enforcement		\$ -	\$ 27,500	\$ 27,500	\$ -	\$ -

Electric						
Aerial Service Truck (6-1)	Operating Transfer	\$ -	\$ 135,000	\$ -	\$ -	\$ -
Total Electric		\$ -	\$ 135,000	\$ -	\$ -	\$ -

Engineering						
GPS Receiver and Base Station	Operating Transfer	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Pickup Truck with Service Body (Sidewalk Program) (1-90)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 46,000
Total Engineering		\$ -	\$ -	\$ -	\$ 50,000	\$ 46,000

Fire						
Ladder Truck 2 Replacement	Debt	\$ -	\$ 1,335,000	\$ -	\$ -	\$ -
Engine 4 Replacement	Debt	\$ -	\$ -	\$ 555,000	\$ -	\$ -
Ladder Truck 1 Refurbishment	Operating Transfer	\$ -	\$ -	\$ 220,000	\$ -	\$ -
Vehicle Replacement (8-12)	Operating Transfer	\$ -	\$ -	\$ 48,000	\$ -	\$ -
Engine 2 Refurbishment	Debt	\$ -	\$ -	\$ 188,000	\$ -	\$ -
Vehicle Replacement (8-16)	Operating Transfer	\$ -	\$ -	\$ -	\$ 46,000	\$ -
Heavy Rescue Vehicle	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ -
RIT Vehicle Replacement (8-17)	Operating Transfer	\$ -	\$ -	\$ -	\$ 56,000	\$ -
Engine 3 Refurbishment	Debt	\$ -	\$ -	\$ -	\$ -	\$ 188,000
Total Fire		\$ -	\$ 1,335,000	\$ 1,011,000	\$ 352,000	\$ 188,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u>		<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Information Technology							
Website Redesign	Operating Transfer		\$ -	\$ 40,000	\$ -	\$ -	\$ -
Financial Management Software	Debt		\$ -	\$ -	\$ 500,000	\$ -	\$ -
Total Information Technology			\$ -	\$ 40,000	\$ 500,000	\$ -	\$ -

Maintenance of Roads							
Regenerative Air Street Sweeper (1-61)	Operating Transfer		\$ -	\$ -	\$ 195,000	\$ -	\$ -
Dual Wheel Pickup Truck with Service Body (1-25), (1-89)	Operating Transfer		\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -
Lowboy Trailer (35T) (1-48T)	Operating Transfer		\$ -	\$ -	\$ 50,000	\$ -	\$ -
Front-end Loader (2.5yd3) (1-76)	Operating Transfer		\$ -	\$ -	\$ -	\$ 175,000	\$ -
Bull Dozer (1-44)	Operating Transfer		\$ -	\$ -	\$ -	\$ 100,000	\$ -
Semi-tractor (Used) (1-48)	Operating Transfer		\$ -	\$ -	\$ -	\$ 75,000	\$ -
Double Drum Roller (1-63), (1-62)	Operating Transfer		\$ -	\$ -	\$ -	\$ 50,000	\$ 55,000
Water flusher truck (1-56)	Operating Transfer		\$ -	\$ -	\$ -	\$ -	\$ 135,000
Total Maintenance of Roads			\$ -	\$ -	\$ 290,000	\$ 445,000	\$ 190,000

Municipal Maintenance							
Six person Pickup Truck with Service Body (1-24)	Operating Transfer		\$ -	\$ 42,000	\$ -	\$ -	\$ -
Stump Grinder (1-106)	Operating Transfer		\$ -	\$ 55,000	\$ -	\$ -	\$ -
Brush Chipper (1-105)	Operating Transfer		\$ -	\$ 60,000	\$ -	\$ -	\$ -
Utility Tractor with Brush Hog (1-50)	Operating Transfer		\$ -	\$ 55,000	\$ -	\$ -	\$ -
Pickup Truck with Service Body (1-46)	Operating Transfer		\$ -	\$ -	\$ 44,000	\$ -	\$ -
Single Axle Dump Truck (1-95)	Operating Transfer		\$ -	\$ -	\$ 100,000	\$ -	\$ -
Total Municipal Maintenance			\$ -	\$ 212,000	\$ 144,000	\$ -	\$ -

Outdoor Recreation							
Mower (3-03)	Operating Transfer		\$ -	\$ 100,000	\$ -	\$ -	\$ -
Total Outdoor Recreation			\$ -	\$ 100,000	\$ -	\$ -	\$ -

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u>		<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Police							
Marked Patrol Vehicles	Operating Transfer	\$ -	\$ 144,000	\$ 145,000	\$ 148,500	\$ 150,000	
Un-marked Vehicles	Operating Transfer	\$ -	\$ 99,000	\$ 34,000	\$ 35,000	\$ 35,000	
License Plate Reader System	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -	
K9 Vehicle	Operating Transfer	\$ -	\$ -	\$ -	\$ 61,000	\$ -	
SRT Transport Van	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 75,000	
Total Police		\$ -	\$ 293,000	\$ 179,000	\$ 244,500	\$ 260,000	

Pools							
Pickup Truck (3-07)	Operating Transfer	\$ -	\$ 34,000	\$ -	\$ -	\$ -	
		\$ -	\$ 34,000	\$ -	\$ -	\$ -	

Snow Removal							
Front-end Loader (2.5yd3) (1-66), (1-76)	Capital Reserve Fund / Operating Transfer	\$ 165,000	\$ -	\$ -	\$ -	\$ 185,000	
4x4 Pickup with Plow and Liftgate (1-26), (1-79)	Operating Transfer	\$ -	\$ 44,000	\$ 42,000	\$ -	\$ -	
4x4 Snow Plow with Wing, Underbody Scraper and Sander (1-17), (1-15)	Capital Reserve Fund / Operating Transfer	\$ -	\$ 260,000	\$ -	\$ 270,000	\$ -	
Tandem Axle Dump truck (1-14)	Operating Transfer	\$ -	\$ -	\$ 175,000	\$ -	\$ -	
Jeep with Snow Plow (1-52)	Operating Transfer	\$ -	\$ -	\$ 40,000	\$ -	\$ -	
Single Axle Dump Truck with Angle Plow, Spreader and Controls (1-97)	Operating Transfer	\$ -	\$ -	\$ -	\$ 165,000	\$ -	
Total Snow Removal		\$ 165,000	\$ 304,000	\$ 257,000	\$ 435,000	\$ 185,000	

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

Funding Source		FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23
Storm Sewers						
Mini-Hydro Excavator (split with General Fund and Sewer Fund)	Operating Transfer	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Sewer Cleaner/Vac Truck (split 50% with Sewer Fund)	Debt	\$ -	\$ 185,000	\$ -	\$ -	\$ -
Hydro Excavator (New) (split with General Fund and Water Fund)	Operating Transfer	\$ -	\$ 117,000	\$ -	\$ -	\$ -
Dual Wheel Pickup Truck with Service Body (1-28)	Operating Transfer	\$ -	\$ -	\$ 45,000	\$ -	\$ -
Hydraulic Excavator (Used) (split 50% with Sewer Fund)	Operating Transfer	\$ -	\$ -	\$ -	\$ 85,000	\$ -
Total Storm Sewers		\$ 25,000	\$ 302,000	\$ 45,000	\$ 85,000	\$ -

Thompson Park						
Multi-Purpose Utility Vehicle (New)	Operating Transfer	\$ -	\$ 28,000	\$ -	\$ -	\$ -
Thompson Park - 12' wing mower (4-03)	Operating Transfer	\$ -	\$ 60,000	\$ -	\$ -	\$ -
Trash Packer (4-07)	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Total Thompson Park		\$ -	\$ 88,000	\$ 100,000	\$ -	\$ -

Total Vehicles and Equipment		\$ 355,000	\$ 3,594,500	\$ 2,728,500	\$ 2,114,500	\$ 869,000
Debt		\$ -	\$ 1,520,000	\$ 1,291,000	\$ 520,000	\$ 188,000
Operating Fund Transfer		\$ 41,500	\$ 1,111,900	\$ 1,280,000	\$ 1,171,500	\$ 681,000
Grant		\$ 148,500	\$ 552,600	\$ 157,500	\$ 423,000	\$ -
Reserve Fund Transfer		\$ 165,000	\$ 370,000	\$ -	\$ -	\$ -
Total Vehicles and Equipment By Funding Sources		\$ 355,000	\$ 3,554,500	\$ 2,728,500	\$ 2,114,500	\$ 869,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding Source</u>		<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
<u>GENERAL FUND - Infrastructure</u>						
Maintenance of Bridges						
Mill Street Bridge (South span) Reconstruction	Grant (95%) / Operating Transfer (5%)	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Vanduzee Street Bridge Reconstruction	Grant (95%) / Operating Transfer (5%)	\$ 1,375,000	\$ -	\$ -	\$ -	\$ -
Total Maintenance of Bridges		\$ 2,375,000	\$ -	\$ -	\$ -	\$ -
Traffic Signals						
Pedestrian Safety Action Plan Improvements	Grant (90%) / Debt (10%)	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -
Mill Street and Main Street East Upgrade	Grant (CHIPS)	\$ 65,000	\$ -	\$ -	\$ -	\$ -
Massey Street South /Stone Street Upgrade	Grant (CHIPS)	\$ -	\$ 70,000	\$ -	\$ -	\$ -
Massey Street North / Coffeen Street Upgrade	Grant (CHIPS)	\$ -	\$ -	\$ 75,000	\$ -	\$ -
Coffeen Street / Bellew Avenue Upgrade	Grant (CHIPS)	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Pearl Street/East Main Street/Starbuck Avenue Rebuild	Grant (CHIPS)	\$ -	\$ -	\$ -	\$ 190,000	\$ -
Main Street West / Leray Street Upgrade	Grant (CHIPS)	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Total Traffic Signals		\$ 2,265,000	\$ 70,000	\$ 135,000	\$ 190,000	\$ 90,000
Sidewalk Construction						
Sidewalk Program - Special Assessment Districts	Property Owner (75%) / Operating Transfer (25%)	\$ 300,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Sidewalk Program - Community Development Block Grant Districts	Grant	\$ 285,306	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Arsenal St. Crosswalk Improvements (100 Block)	Operating Transfer	\$ 80,000	\$ -	\$ -	\$ -	\$ -
Harrison Street (Riggs Ave. Phase II)	Debt	\$ 210,000	\$ -	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ -	\$ 300,000	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Burlington Street	Debt	\$ -	\$ -	\$ -	\$ -	\$ 135,000
Total Sidewalk Construction		\$ 875,306	\$ 600,000	\$ 900,000	\$ 600,000	\$ 885,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

**Funding
Source**

FY 2018-19

FY 2019-20

FY 2020-21

FY 2021-22

FY 2022-23

Storm Sewers						
Mill Street and Leray Street Storm Sewer Upgrade	Debt	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Cooper Street Outfall	Debt	\$ 275,000	\$ -	\$ -	\$ -	\$ -
Harrison Street (Riggs Ave. Phase II)	Debt	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ -	\$ 410,000	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Burlington Street	Debt	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Total Storm Sewers		\$ 1,575,000	\$ -	\$ 410,000	\$ -	\$ 390,000

Street Construction						
CHIPS Streets	Grant	\$ 190,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Massey Street - Coffeen Street - Court Street Bridge	Grant (80%) / Debt (20%)	\$ 260,000	\$ 3,300,000	\$ -	\$ -	\$ -
Harrison Street (Riggs Ave. Phase II)	Debt	\$ 435,000	\$ -	\$ -	\$ -	\$ -
Knickerbocker Drive (CHIPs)	Grant	\$ 175,500	\$ -	\$ -	\$ -	\$ -
Gaffney Drive (CHIPs)	Grant	\$ 350,000	\$ -	\$ -	\$ -	\$ -
Washington Street School Zone Improvements - Phase II	Operating Transfer	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Mill Street and Main Street East Intersection (including ADA ramps)	Grant	\$ 72,500	\$ -	\$ -	\$ -	\$ -
Huntington Street Wall Repair	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Black River Parkway (mill and fill)	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ 500,000	\$ 1,300,000	\$ -	\$ -
Public Square Synthetic Asphalt	Debt	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 450,000
Burlington Street	Debt	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Total Street Construction		\$ 1,533,000	\$ 4,700,000	\$ 1,800,000	\$ 1,000,000	\$ 1,350,000

Debt	\$ 2,610,750	\$ 1,510,000	\$ 2,010,000	\$ 500,000	\$ 1,525,000
Operating Fund Transfer	\$ 255,000	\$ 215,000	\$ 125,000	\$ 125,000	\$ 125,000
Grant	\$ 5,582,556	\$ 3,310,000	\$ 735,000	\$ 790,000	\$ 690,000
Reserve Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
Property Owner	\$ 225,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000
Total Infrastructure By Funding Sources	\$ 8,673,306	\$ 5,410,000	\$ 3,245,000	\$ 1,790,000	\$ 2,715,000




**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u> <u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
GENERAL FUND GRAND TOTAL	\$ 11,154,715	\$ 10,272,500	\$ 7,075,500	\$ 5,884,500	\$ 6,169,000
Facility Improvements	\$ 2,176,409	\$ 1,308,000	\$ 1,102,000	\$ 1,980,000	\$ 2,585,000
Vehicles and Equipment	\$ 355,000	\$ 3,594,500	\$ 2,728,500	\$ 2,114,500	\$ 869,000
Maintenance of Bridges	\$ 2,375,000	\$ -	\$ -	\$ -	\$ -
Traffic Signals	\$ 2,265,000	\$ 70,000	\$ 135,000	\$ 190,000	\$ 90,000
Sidewalk Reconstruction	\$ 875,306	\$ 600,000	\$ 900,000	\$ 600,000	\$ 885,000
Storm Sewers	\$ 1,575,000	\$ -	\$ 410,000	\$ -	\$ 390,000
Street Reconstruction	\$ 1,533,000	\$ 4,700,000	\$ 1,800,000	\$ 1,000,000	\$ 1,350,000
General Fund Grand Total by Category	\$ 11,154,715	\$ 10,272,500	\$ 7,075,500	\$ 5,884,500	\$ 6,169,000
Debt	\$ 4,226,750	\$ 3,798,750	\$ 3,488,500	\$ 2,520,000	\$ 3,718,000
Operating Fund transfer	\$ 526,500	\$ 1,809,900	\$ 1,697,000	\$ 1,589,000	\$ 1,153,500
Grant	\$ 6,061,465	\$ 3,918,850	\$ 1,515,000	\$ 1,400,500	\$ 922,500
Reserve Fund Transfer	\$ 165,000	\$ 370,000	\$ -	\$ -	\$ -
Property Owner	\$ 225,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000
General Fund Grand Total By Funding Sources	\$ 11,204,715	\$ 10,272,500	\$ 7,075,500	\$ 5,884,500	\$ 6,169,000
	-	-	-	-	-



**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
DEPARTMENT OF PUBLIC WORKS**

PROJECT DESCRIPTION	COST
<p>547 Newell Street Facade Replacement</p> <p>This project involves the replacement of the deteriorated concrete block parapet along the top southerly exposure of 547 Newell St which is the former DPW maintenance shop. The building currently houses equipment storage and is the base of operations for the Building & Grounds Division. The impacted area supports the front edge of the building's roof structure.</p> <p>There has been significant deterioration of the concrete block parapet across the south face of this building as shown in the attached photos. DPW crews have installed a protective barrier to prevent the deteriorated blocks from falling to the ground and causing injury to personnel or equipment. The roof membrane attached to the parapet is intact.</p> <p>The proposed scope of work involves the removal and replacement of the top 5 courses of concrete blocks across the face of the building which is 67' in length. This will also include removal/replacement of the roof cap and roof membrane which is attached to the top of the parapet wall. There will be additional masonry spot repairs made to other areas of the building showing similar signs of deterioration. This work has a high priority as the deterioration is advancing rapidly due to water infiltration into the buildings envelope through the failing block structure.</p> <div data-bbox="170 1255 1226 1732">  <p>The left photograph shows the exterior of a two-story building with a concrete block facade and several large red garage doors. A date stamp '2017/01/23' is visible in the bottom right corner. The right photograph is a close-up of the concrete block parapet, showing significant deterioration and crumbling blocks. A date stamp '2017/01/23' is visible in the bottom right corner.</p> </div> <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$40,000</p>
TOTAL	\$40,000

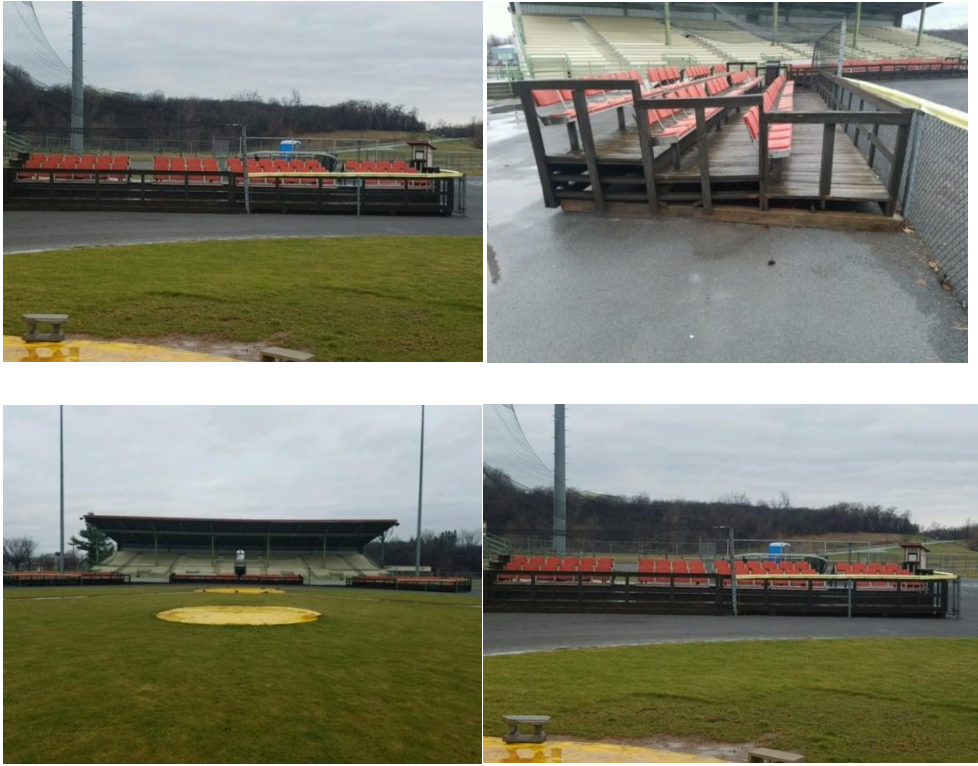
**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FAIRGROUNDS**

PROJECT DESCRIPTION	COST
<p>Clubhouse Renovations at Main Baseball Field</p> <p>The clubhouse, which will be used by the Perfect Game Collegiate Baseball League in the Spring of 2018 is in dire need of renovations. Painting, replacement/repair of tiles, replacement of fixtures, repair lockers and install an exhaust system are the top priority improvements required.</p> <div style="display: flex; justify-content: space-around;">   </div> <div style="text-align: center; margin-top: 20px;">  </div> <p>This expenditure is contingent upon receiving a DASNY grant providing \$25,000 and a transfer from the General Fund (A 9950.0900-\$10,000).</p>	<p>\$35,000</p>
TOTAL	\$35,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FAIRGROUNDS**

PROJECT DESCRIPTION	COST
<p>Sound System Upgrade at Main Baseball Field</p> <p>The current sound system at the Fairground Main Baseball field has components that are over 20 years old. The system requires maintenance work each year to be able to function. The sound quality is subpar at best. This recommendation is for an upgrade to the sound system to accommodate the Perfect Game Collegiate Baseball League, college teams, high school teams, youth baseball and other activities and special events that take place at the main baseball field.</p> <p>Old Speakers:</p>  <p>New Speakers:</p>  <p>This expenditure is contingent upon receiving a DASNY grant providing \$25,000 and a transfer from the General Fund (A 9950.0900-\$10,000).</p>	<p>\$35,000</p>
TOTAL	\$35,000


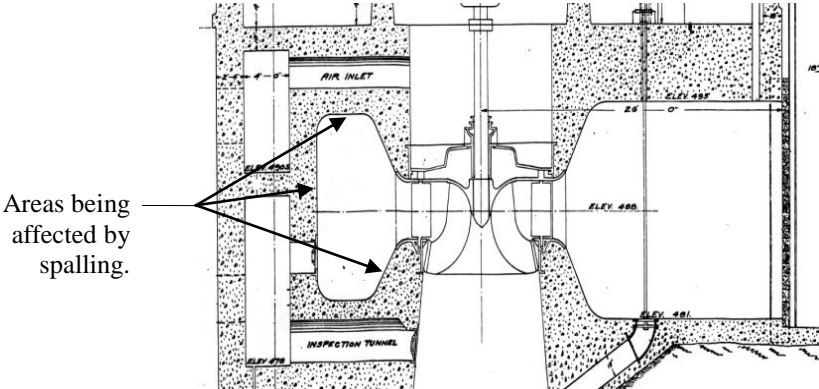
**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FAIRGROUNDS**

PROJECT DESCRIPTION	COST
<p>Bleacher Replacement at Grandstand</p> <p>The current bleachers at the Grandstand are 25 years old and many of the seats are broken. These bleachers are moved on a yearly basis for the Jefferson County Fair, causing additional wear and tear. Also, the structure of these bleachers is wooden and rot is occurring in several locations.</p> <div data-bbox="185 701 1156 1461">  </div> <p>This expenditure is contingent upon receiving a DASNY grant providing \$75,000 and a transfer from the General Fund (A 9950.0900-\$20,000).</p>	<p>\$95,000</p>
TOTAL	\$95,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
FAIRGROUNDS**

PROJECT DESCRIPTION	COST
<p>Fairgrounds Grandstands Locker Room Roof Replacement</p> <p>This project includes removal of the existing cover board and providing and installing ½” OSB Cover Board and .060 EPDM fully adhered membrane over the new Cover Board. Project will also include the contractor to install all necessary flashings, terminations, and sealants to insure a total watertight system.</p> <p>The existing corrugated metal deck above the locker room which is located below the Grandstand Seating was not designed to be water resistant and is therefore leaking and causing severe water damage to the Locker Room ceiling and associated interior finishes.</p>  <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$30,000</p>
TOTAL	\$30,000



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

PROJECT DESCRIPTION	COST
<p>Turbine Intake Chambers Resurfacing: Chamber No. 3</p> <p>The floors, walls, and ceilings of the intake chambers are suffering from extreme spalling from years of water erosion. The chambers were last resurfaced in the 1997 – 2000 rehabs of the turbines. However, the resurfacing was not reinforced and did not last. In some cases there are holes in the concrete that are a few inches deep, and the size of a tennis ball. The result of this is that the fluid dynamics of the water flowing through the chambers has changed, and cavitations are being created. These cavitations are subtle; but can be sensed as vibrations, and the cavitations are also affecting production.</p> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> <p>Funding to support this project (including the other two chamber approved In Fiscal Years 2016/17 and 2017/18) will be through the issuance of a 10 year serial bond with projected FY 2019-20 debt service of \$64,740.</p>	<p>\$166,000</p>
TOTAL	\$166,000


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

PROJECT DESCRIPTION	COST
<p data-bbox="159 447 581 485">Excitation System Upgrades</p> <p data-bbox="159 531 1247 783">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> <div data-bbox="352 783 1086 1295">  </div> <div data-bbox="352 1329 1086 1820">  </div> <p data-bbox="159 1858 1224 1927">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 data-bbox="1305 447 1468 485">\$500,000</p>
TOTAL	\$500,000


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

PROJECT DESCRIPTION	COST
<p>Canal Spillway Resurfacing</p> <p>The canal spillway wall is suffering from extreme spalling from years of water erosion. There have been patch jobs done over the past few years, however, the surface is slowly getting worse. The erosion is digging deeper into the surface of the wall and across the top of the wall. It is starting to erode at a faster pace, and rebar is starting to show. This could lead to a major breach of the wall, which would cost the city even more money to repair. This breach could happen at the peak of production, which would also cause a loss of revenue during repairs. By controlling when the repairs are done we can prevent both losses.</p> <div style="text-align: center;">   </div> <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 \$52,000.</p>	<p>\$400,000</p>
TOTAL	\$400,000

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

PROJECT DESCRIPTION	COST
<p>Hydro-electric Facility Turbine Repair</p> <p>The repairs to turbine number one will first involve disassembly of the upper portion of the turbine. This will be everything above the concrete sidewall. A support will be needed for the shaft of the turbine while the work is being done. The rotor will be removed from the shaft at which time all 60 coils will be removed and rebuilt. All 60 coils will be done to insure that we don't run into the same issue two or three years down the road. Also at this time, additional testing will be done to locate the short to ground on the rotor so it too can be repaired. Once all the repairs are done the unit will be reassembled, and tested again to make sure everything is working in the proper manner.</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 \$52,000.</p>	<p>\$400,000</p>
TOTAL	\$400,000



**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING**

PROJECT DESCRIPTION	COST
<p>Flooring Replacement - Second Floor</p> <p>This project will replace failing carpet at City Hall, which is failing and creating a safety hazard for tripping. This project targets the second floor at City Hall to remove the existing carpet, abate and remove asbestos tile, and install durable flooring.</p>  <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$75,000</p>
TOTAL	\$75,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
PLAYGROUNDS**

PROJECT DESCRIPTION	COST
<p data-bbox="152 426 1005 464">Near East Target Area Playground Improvement Projects</p> <p data-bbox="152 510 1260 800">This Community Development Block Grant (CDBG) project consists of major upgrades at two playground facilities within the CDBG Near East target area. The project will include upgrades to both the Academy Street Playground and the North Hamilton Street Playground. The improvements planned for the Academy Street Playground include the installation of new sidewalks, fencing, landscaping, site amenities and a new playground structure. The improvements planned for the North Hamilton Street Playground include the installation of a small basketball area, fencing, site amenities, landscaping and a new playground structure.</p> <p data-bbox="152 840 704 909">Academy Street Playground \$95,000 North Hamilton Street Playground \$53,409</p>  <p data-bbox="152 1785 1227 1854">Funding to support this project will be a transfer from the Community Development Fund (CD.9950.0900).</p>	<p data-bbox="1300 426 1463 464">\$148,409</p>
TOTAL	\$148,409

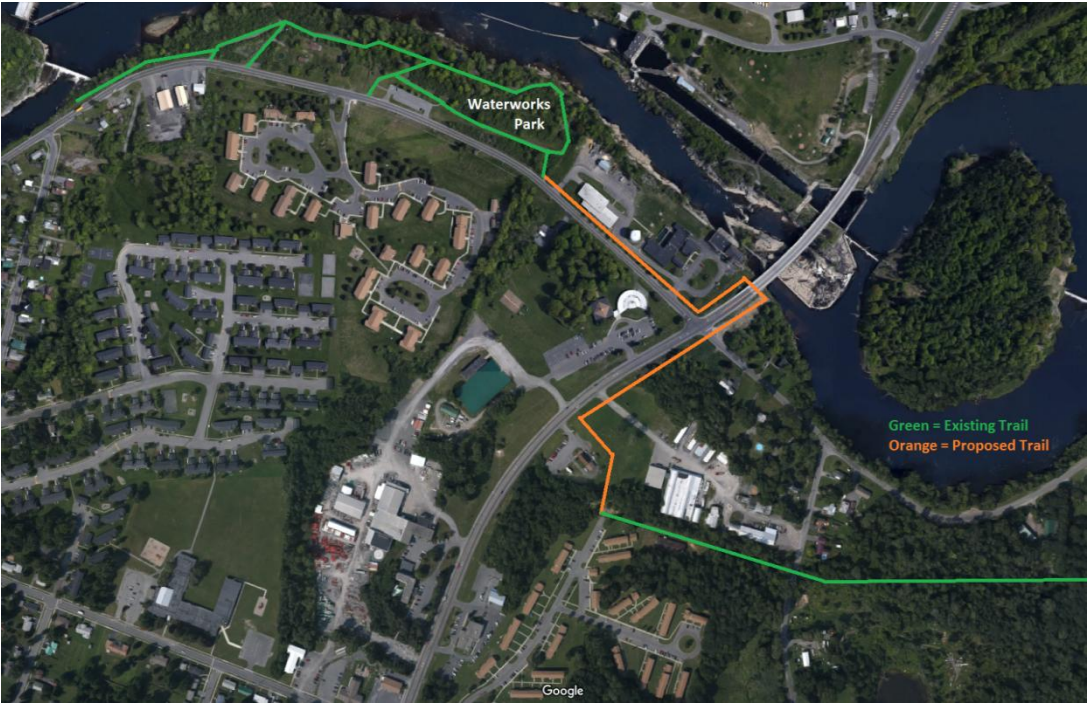
**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS**

PROJECT DESCRIPTION	COST
<p>Flynn Pool Filter Replacement</p> <p>The Flynn Pool was constructed in 1978. The filter tank is original steel sand filter form and was built by Sylacauba Tank Corporation for Swimquip, Inc. According to a study done in 2011, by W-M Engineers, P.C., Syracuse, NY, based on the age of the filter, it was recommended to be replaced “shortly”. Continuous maintenance issues causing excessive amounts of manpower occur on a daily basis during pool season. The plan is to replace the current filter with a SRF/DRF Single Cell Sand Filter.</p>   <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2019-20 debt service of \$25,300.</p>	<p>\$110,000</p>
TOTAL	\$110,000




**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
POOLS**

PROJECT DESCRIPTION	COST
<p>Flynn Pool Boiler Replacement</p> <p>This project includes the removal and replacement of the existing 1978 Oil Fired Boiler System with a New Natural Gas Fired Boiler System and a New Natural Gas Line running through an existing City of Watertown utility right of way easement.</p> <p>The existing 1978 Oil Fired Boiler System is approaching the end of its useful life and has been presenting constant maintenance issues. The New Natural Gas Fired Boiler System will result in substantially less expensive operational costs over the years of service.</p>  <p>Funding to support this project will be through the issuance of a 5 year serial bond with projected FY 2019-20 debt service of \$20,700.</p>	<p>\$90,000</p>
TOTAL	\$90,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
RIVER PARKS DEVELOPMENT**

PROJECT DESCRIPTION	COST
<p>Black River Trail Connection to Waterworks Park – Construction</p> <p>This project involves constructing approximately 2,700 linear feet of asphalt trail to extend the Black River Trail to Waterworks Park. In October 2016, the City submitted a joint application with the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) for a Transportation Alternatives Program (TAP) Grant to fund this project, with OPRHP as the lead applicant. If awarded, the Grant requires a 20 percent local match, which the City and OPRHP would split on a per-foot basis. The City's share of the local match is \$57,000 which will be met using funds set aside for riverfront improvements in the City's Black River Fund.</p>  <p>Funding to support this project will be through a transfer from the Black River Fund.</p>	<p>\$ 57,000</p>
TOTAL	\$ 57,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
RIVER PARKS DEVELOPMENT**

PROJECT DESCRIPTION	COST
<p>Sewall's Island Park and Trail Project</p> <p>The New York State Department of Environmental Conservation is overseeing the design and implementation of the final phase of the environmental remediation at Sewall's Island, which is expected to be complete in 2019. Initial conceptual plans that were developed for Sewall's Island as part of the Draft Local Waterfront Revitalization Program include a park and trail component that is connected to a larger trail system via the two unused railroad bridges. This project involves the development of preliminary designs and cost estimates for the commercial development of the island along with the park and trail development on the eastern portion of the island. The preliminary designs and cost estimates will be used for future budgeting and potential grant applications for construction.</p> <div style="display: flex; justify-content: space-around;">   </div>  <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$ 45,000</p>
TOTAL	\$ 45,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
THOMPSON PARK**

PROJECT DESCRIPTION	COST
<p>North Down Drive Wall Repair (Upper Franklin St)</p> <p>Rehabilitation of a major retaining wall on North Down Drive in Thompson Park. The project will also include repointing stone, limited storm sewer improvements, as well as repaving an 8 foot wide walkway.</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 \$45,500.</p>	<p>\$350,000</p>
<p style="text-align: right;">TOTAL</p>	<p>\$350,000</p>

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
BUS SYSTEM**

PROJECT DESCRIPTION	COST
<p>Para-transit Bus</p> <p>Vehicle PT-600 is a 2010 Ford E450 14 passenger bus used for the City's complementary para-transit service. The vehicle has approximately 86,000 miles and is one of three similar units used for the para-transit service. While the Federal Transit Administration allows these vehicles to be rotated on a five year replacement schedule the current lag is due to the delay associated with CitiBus becoming vetted into Region 2 and our reclassification as a 5307 recipient.</p> <p>This purchase is funded through 80% federal share, 10% NYS share and 10% City share. The replacement will be purchased from the NYSOGS purchase plan. This unit will be removed from City Transit and repurposed by Public Works for the department's sewer lateral inspection/cleaning equipment.</p>  <p>Funding to support this project will be from Federal reimbursements (\$52,000), NYS reimbursements (\$6,500) and through a transfer from the General Fund (\$6,500) (A.9950.0900).</p>	<p>\$65,000</p>
TOTAL	\$65,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
BUS SYSTEM**

PROJECT DESCRIPTION	COST
<p>Automatic Audio and Visual Annunciation System for Transit Stop Announcements</p> <p>The Americans with Disabilities Act (ADA) requires transit agencies to announce stops on the bus as well as to identify bus routes at stops that serve more than one route. Stop and route identification announcements have great value for many riders with disabilities. The lack of an effective stop announcement and route identification program can be the factor that forces riders onto paratransit.</p> <p>FTA mandates CitiBus to announce, at a minimum, the following:</p> <ul style="list-style-type: none"> • Transfer points with other fixed routes • Major intersections and destination points. • Intervals along a route sufficient to permit individuals who are blind or have vision impairments or other disabilities to be oriented to their location. • Any request stop. <p>The proposed system will be capable of coordinating with LED on-board signage. It will have expansion capability to provide real-time, accurate arrival information to waiting passengers over an accessible smartphone app.</p> <p>Funding to support this project will be from Federal reimbursements (\$80,000), NYS reimbursements (\$10,000) and through a transfer from the General Fund (\$10,000) (A.9950.0900).</p>	\$100,000
TOTAL	\$100,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SNOW REMOVAL**

PROJECT DESCRIPTION	COST
<p>Front-end Loader</p> <p>Vehicle 1-66 is a 1995 Case 621B 2.5yd³ front end loader. The machine has in excess of 9,000 operating hours. It has extensive corrosion throughout. The last few years it has been used primarily to load salt and stone grit for ice control. The machine has had major engine work five years ago. If not replaced the machine will need work in excess of its value. The machine is at the end of its useful life cycle. The replacement unit will be of the same size and purchased from a NYSOGS purchase contract. The machine will be disposed of through an online auction service.</p>  <p>Funding to support this project will be from a transfer from the General Fund Capital Reserve Fund (A.9950.0900).</p>	<p>\$165,000</p>
TOTAL	\$165,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
STORM SEWER**

PROJECT DESCRIPTION	COST
<p>Mini-Excavator</p> <p>This purchase will be split 50% with the General Fund (A8140), Storm Sewers and 50% Sewer Fund (G1820). This machine is an extremely versatile piece of equipment designed to work in “tight” spaces that a traditional rubber tired backhoe cannot access. With a 360 degree turning capability, it will turn within its own foot print which equates to less disruption of traffic when deployed in the street ROW. When operated outboard of paved surfaces, the reduced ground pressure will minimize collateral damage to lawns and sidewalks reducing restoration costs. The Sewer Division will utilize the machine for lateral repair operations which often times involve excavation in close proximity to gas lines, fiber lines, and other buried utilities. This unit will be available for excavation work, curb ramp construction, under drain installation as well as tree planting.</p>  <p>Funding to support this project will be from a transfer from the General Fund (\$25,000 - A.9950.0900) and from the Sewer Fund (\$25,000 – G.9950.0900).</p>	<p>\$50,000</p>
TOTAL	\$50,000

FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE BRIDGES

PROJECT DESCRIPTION	COST
<p>Mill Street Bridge (NYS Route 11) South (BIN 2220400)</p> <p>The Mill Street Bridge (north span) is located between Main Avenue and Newell Street. It was constructed in 1989 and spans approximately 200 ft, from Beebee Island, across the Black River, with a curb to curb width of 38 feet.</p> <p>Bridge reconstruction would include:</p> <ul style="list-style-type: none"> - New paint on girders - New joints and concrete work at abutments - Bearing restoration a corners - Minor concrete pedestal work - New concrete sealing - New deck with concrete grooving  <p>This bridge was given an overall rating of 4.668. Using the NYSDOT condition rating scale of 1-7, with 7 being in new condition.</p> <p>Funding to support this project is from the 2016 NYS DOT BRIDGE NY grant awarded to the City.</p>	<p>\$1,000,000</p>
TOTAL	\$1,000,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
BRIDGES**

PROJECT DESCRIPTION	COST
<p>Van Duzee Street Bridge (BIN 2220210)</p> <p>The Van Duzee Street Bridge is located between Main Street West and Coffeen Street. It was constructed in 1993 and spans approximately 450 ft, across the Black River, with a curb to curb width of 28 feet.</p> <p>Bridge reconstruction would include:</p> <ul style="list-style-type: none"> - Deck repair and Thin Polymer Overlay - Concrete fascia repair, bearing and beam end cleaning and painting - Replace rubber bridge joint seals - Seal exposed concrete surfaces (i.e. sidewalks, piers, abutments)  <p>Funding to support this project was applied for to NYS for the 2018 NYS DOT BRIDGE NY program. If successfully awarded funding, project will proceed.</p>	<p>\$1,375,000</p>
TOTAL	\$1,375,000


FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
TRAFFIC SIGNALS AND STREETS

<div>PROJECT DESCRIPTION</div>		<div>COST</div>
<div>Mill/East Main Street Intersection Improvements Project</div> <p>This is a “Mill & Fill” surface reclamation project that consists of the improvement of approximately 1,100 LF of street that shows signs of degradation and distress within the top wear course.</p> <p>In addition to the surface rehabilitation this project will also include bringing all of the intersection pedestrian crossings up to the current ADA standards as well as converting of traffic signals to in-pavement wireless magneto-resistive vehicle detection sensors (pucks). The intent of the project is to ensure the overall street intersection condition is maintained at the desired level of service and to improve pedestrian safety.</p> <p>The project includes:</p> <ul style="list-style-type: none"> Roadwork and ADA Upgrades: \$72,500 Traffic Signal Wireless Traffic Detection Pucks, Pedestrian Signal Heads & Accessible Pedestrian Signals: \$65,000 <p>Funding to support this project will be CHIPs.</p>		<div>\$137,500</div>
TOTAL		\$137,500


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALKS**

PROJECT DESCRIPTION	COST
<p>Pedestrian Safety Action Plan (PSAP) Improvements</p> <p>Construction of handicap ramps and traffic signal improvements for pedestrians at multiple intersections, as well as systematic crosswalk improvements. Projects are eligible for 100% reimbursement through the NYS PSAP program should the City's application be accepted and approved. Construction must be completed no later than December 31, 2021.</p>  <p>Funding to be provided by New York State's Pedestrian Safety Action Plan program at 100%.</p>	<p>\$2,200,000</p>
TOTAL	\$2,200,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALK CONSTRUCTION**

PROJECT DESCRIPTION	COST
<p data-bbox="172 453 837 491">Annual City Sidewalk Replacement Program</p> <p data-bbox="172 537 1252 716">This funding supports the City's Sidewalk Improvement Special Assessment District #12, where numerous requests have been received for inclusion in the program, and ample pedestrian traffic has been observed. The 12,000 square foot district covers 0.6 miles of sidewalk, including Lansing St. 500 Block, Lynde St. 100 Block, and Mundy St. 500 block.</p>  <p data-bbox="159 1772 1260 1850">Funding to support this project will be through special assessment billings (\$225,000) and a transfer from the General Fund (A 9950.0900- \$75,000).</p>	<p data-bbox="1304 441 1468 478">\$300,000</p>
TOTAL	\$300,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALK CONSTRUCTION**

PROJECT DESCRIPTION	COST
<p>Community Development Block Grant (CDBG) Sidewalk Project – Huntington Street Phase 3 and 4</p> <p>The CDBG Sidewalk Construction Project involves the construction of approximately 1,250 linear feet of new sidewalks on Huntington Street between Hamilton Street North and Lee Street using CDBG grant funding provided by HUD. The project is located in the City's CDBG Near East Target Area and is eligible for CDBG funding because it meets HUD's primary national objective of benefiting low and moderate income persons. In addition to meeting an important need identified in our Consolidated Plan, the project will have the added benefit of improving the pedestrian infrastructure along the riverfront. This sidewalk will link to Phase 1 and 2 sidewalk and trail improvements and will complete the pedestrian connection between the City's eastern riverfront parks and the City Center.</p>  <p>Funding to support this project will be a transfer from the Community Development Fund (CD.9950.0900).</p>	<p>\$285,306</p>
TOTAL	\$285,306

FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE STREETS

PROJECT DESCRIPTION	COST
<p>Washington Street School Zone Improvements – Phase II</p> <p>This project includes relocation/reconstruction of a driveway and handicap ramp at Barben Ave/Washington St, Rapid Flash Beacons for the crosswalk, as well as traffic calming measures to reconstruct the curb radii at the intersection of Iroquois Avenue and Sherman Street.</p>  <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$50,000</p>
TOTAL	\$50,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALKS**

PROJECT DESCRIPTION	COST
<p data-bbox="159 447 948 485">Arsenal Street Crosswalk Improvements (100 Block)</p> <p data-bbox="159 525 1227 722">Construction of two pedestrian crosswalks centered within the 100 block to provide a higher visibility street crossing with curb bumpouts, rapid flash beacons, and pavement markings. The existing crosswalks will be removed pending completion of the these new crossings. Additional catch basins will also be installed at each location.</p>  <p data-bbox="159 1810 1143 1881">Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p data-bbox="1295 447 1438 485">\$80,000</p>
TOTAL	\$80,000

FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE SIDEWALKS

PROJECT DESCRIPTION	COST
<p>Cooper Street Outfall Replacement: Thompson Street to Leray Street</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND \$275,000 SANITARY SEWER \$275,000</p>  <p>Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2019-20 debt service of \$26,583 for the General Fund and a transfer from the Sewer Fund (G.9950.0900).</p>	<p>\$550,000</p>
TOTAL	\$550,000

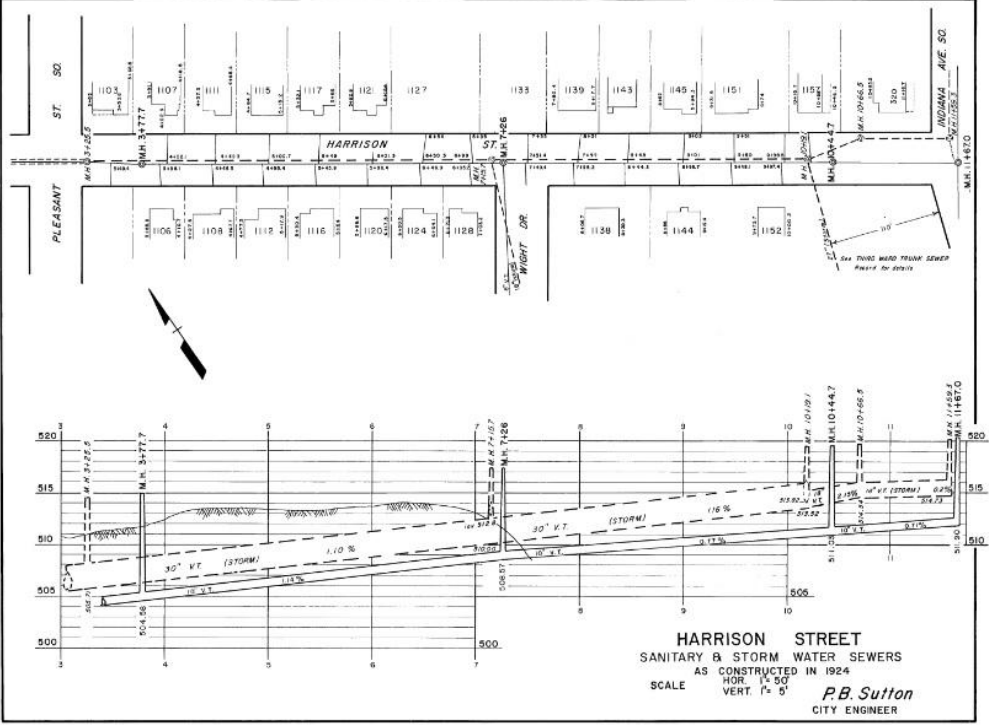
FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE STORM SEWER

PROJECT DESCRIPTION	COST
<p data-bbox="159 443 998 485">Mill Street and Leray Street Storm Sewer Improvements</p> <p data-bbox="159 520 771 772">This project involves the upgrade to culverts under Mill Street and Leray Street to handle increased storm flows during high intensity rain events. The work will involve an engineering analysis of the drainage areas to determine optimum sizing of the 2 culverts on Mill Street and the culvert on Leray Street.</p> <div data-bbox="829 514 1224 798">  </div> <div data-bbox="190 814 1107 1264">  </div> <div data-bbox="190 1289 1107 1738">  </div> <p data-bbox="159 1774 1226 1843">Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2019-20 debt service of \$26,000.</p>	<p data-bbox="1284 443 1446 485">\$200,000</p>
TOTAL	\$200,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
STREETS**

PROJECT DESCRIPTION	COST
<p>Court Street Bridge Rehabilitation, Massey Street and Coffeen Street Resurfacing – Engineering Phase</p> <p>This \$3.5 Million bridge and street preservation project is a Locally Administered Federal Aid Project (LAFAP), programmed into the Metropolitan Planning Organization (MPO) and NYS Transportation Improvement Plan (TIP), and slated for construction in 2020. Preservation work includes deck repair, cleaning and sealing of the Court Street Bridge, as well as milling and repaving of Massey Street (Clinton Street to Court Bridge) and Coffeen Street (Massey Street North to City Limits). This phase covers preliminary design services, required as part of the LAFAP process. Both design and construction is anticipated to be funded 80% by federal dollars and up to a 20% match from the City.</p>  <p>Funding to support this project after anticipated Federal reimbursement of 80% of the project will be through the issuance of a 15 year serial bond with projected FY 2021-22 debt service of \$2,133.</p>	<p>\$260,000</p>
TOTAL	\$260,000

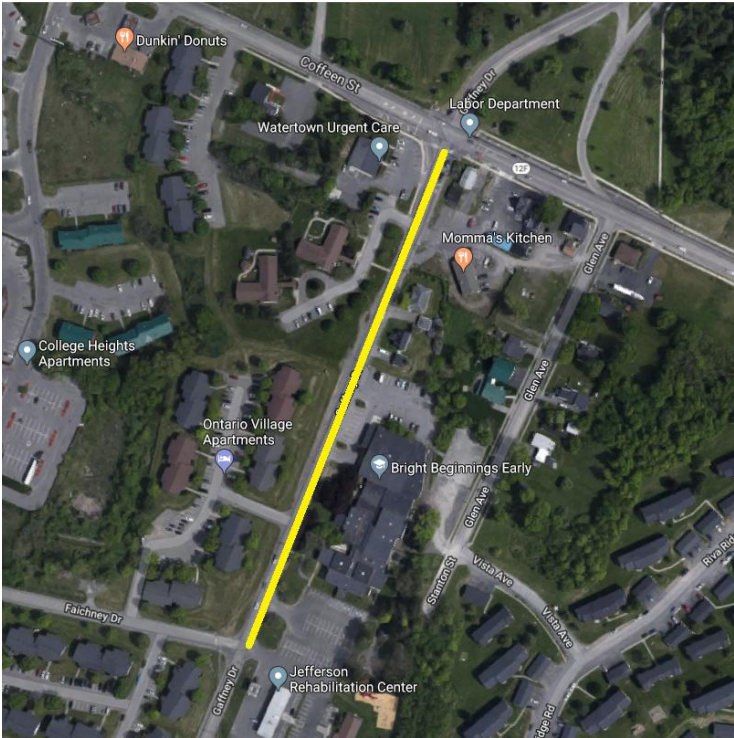
FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE STREET, SIDEWALK AND STORM SEWER

PROJECT DESCRIPTION	COST
<p>Harrison Street Reconstruction (100, 200, 300 blocks)</p> <p>Reconstruction of 1,100 feet of Harrison Street from Indiana Ave. South to Hamilton Street South. This project will reduce massive amounts of infiltration into the sanitary sewer system, by replacing the storm sewer sitting above the sanitary sewer. It also includes water main and sidewalk construction.</p>  <p>HARRISON STREET SANITARY & STORM WATER SEWERS AS CONSTRUCTED IN 1924 SCALE HOR. 1" = 50' VERT. 1" = 6' P.B. Sutton CITY ENGINEER</p> <p>Sidewalk \$ 210,000 Projected FY 2019-20 debt service of \$ 20,300 Storm Sewer \$ 1,100,000 Projected FY 2019-20 debt service of \$ 106,333 Street \$ 435,000 Projected FY 2019-20 debt service of \$ 42,050 Water \$ 700,000 Projected FY 2019-20 debt service of \$ 67,667 Sanitary \$ 740,000 Projected FY 2019-20 debt service of \$ 71,533</p>	<p>\$3,185,000</p>
TOTAL	\$3,185,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
STREETS**

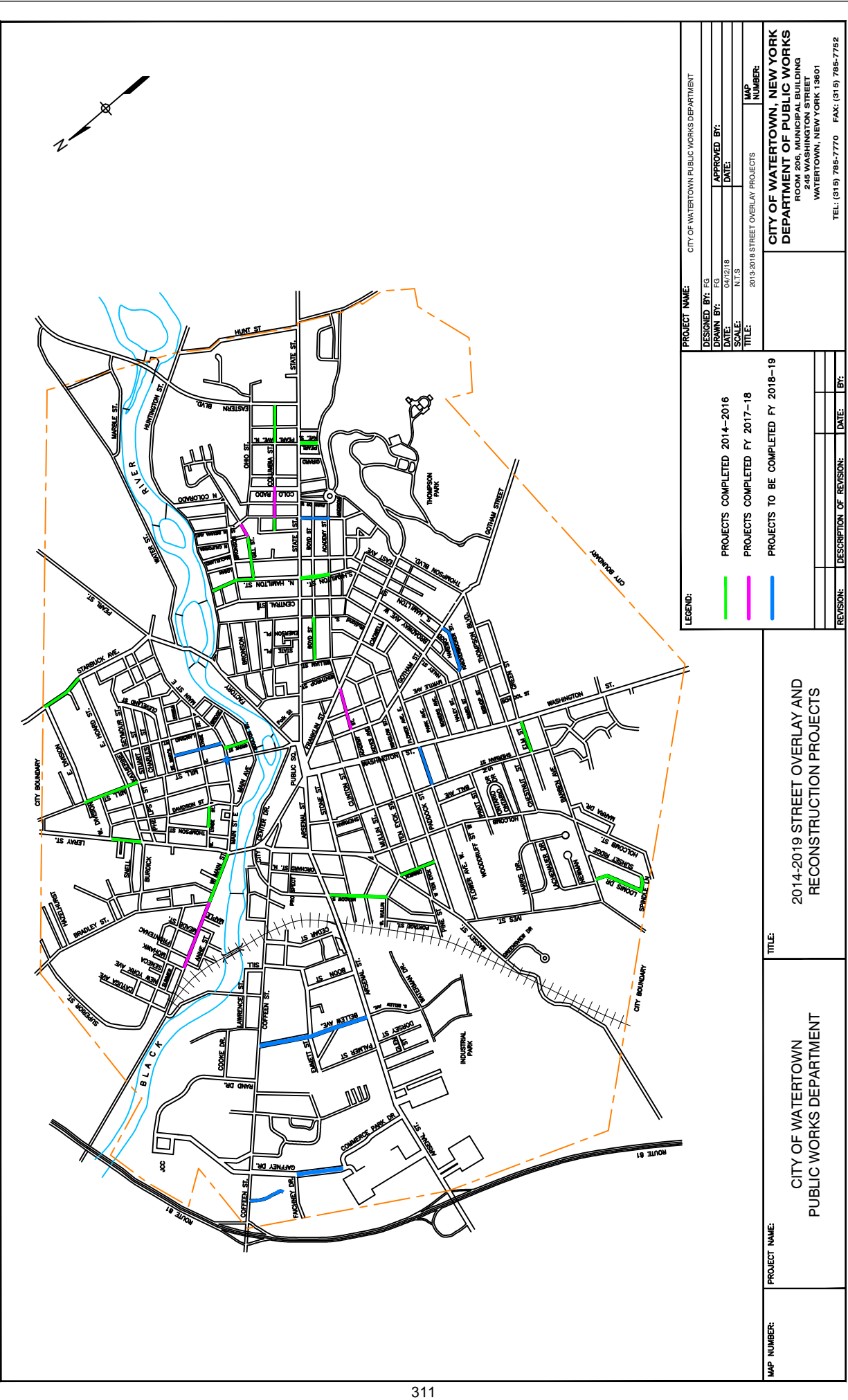
PROJECT DESCRIPTION	COST
<p>Knickerbocker Drive</p> <p>Reconstruction of 1,300 linear feet of Knickerbocker Drive to address failing pavement condition. Phase 1 was completed in July 2017 to install a new 8 inch water main upgrade. Phase 2 reconstruction includes full depth pavement, curbing, and storm sewer upgrades. Construction expected to be completed before start of 2018-2019 School year.</p>  <p>Funding to support this project will be CHIPs.</p>	<p>\$175,500</p>
<p style="text-align: right;">TOTAL</p>	

FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE STREETS

PROJECT DESCRIPTION	COST
<p>Gaffney Drive</p> <p>Pavement resurfacing of Gaffney Drive, from Faichney Drive to Coffeen Street, which will be performed in conjunction with the Western Blvd improvements, as well as installation of a mid block crosswalk with Rapid Flash Beacons at Faichney Drive.</p>  <p>Funding to support this project will be CHIPs.</p>	<p>\$350,000</p>
TOTAL	\$350,000

FISCAL YEAR 2018-2019
CAPITAL BUDGET
INFRASTRUCTURE
STREETS – CHIPS PAVING PROGRAM

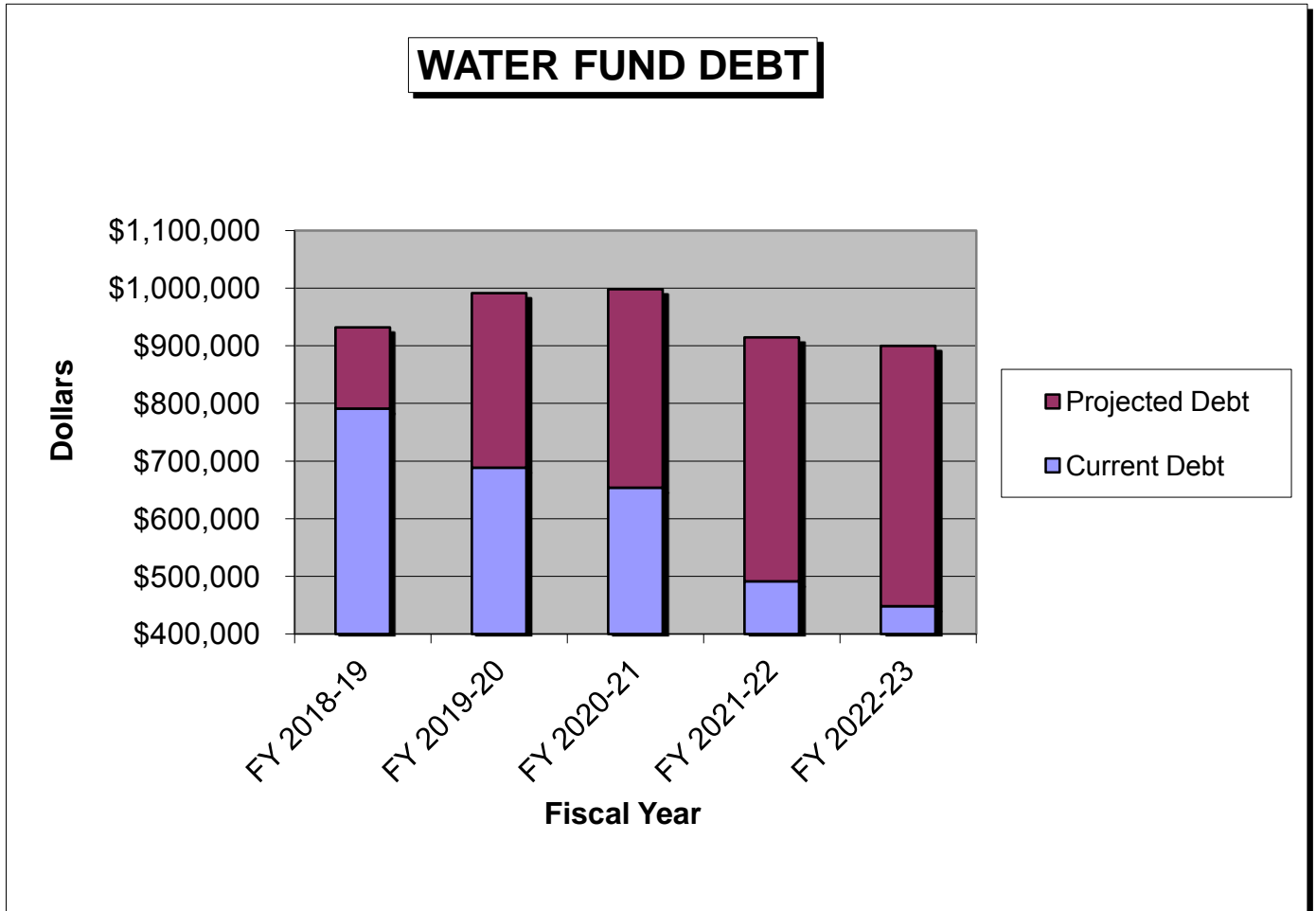
SURFACE MILL, CURBING AND PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Indiana Avenue South	State Street	Academy Street	\$59,000
SURFACE MILL AND PAVING BY CITY CREWS			
STREET	FROM	TO	COST
Mundy Street	East Main Street	St. Mary Street	\$48,000
College Heights	Coffeen St.	City Property Line	\$37,000
Flower Avenue West	Washington Street	Sherman Street	\$51,500



DEBT

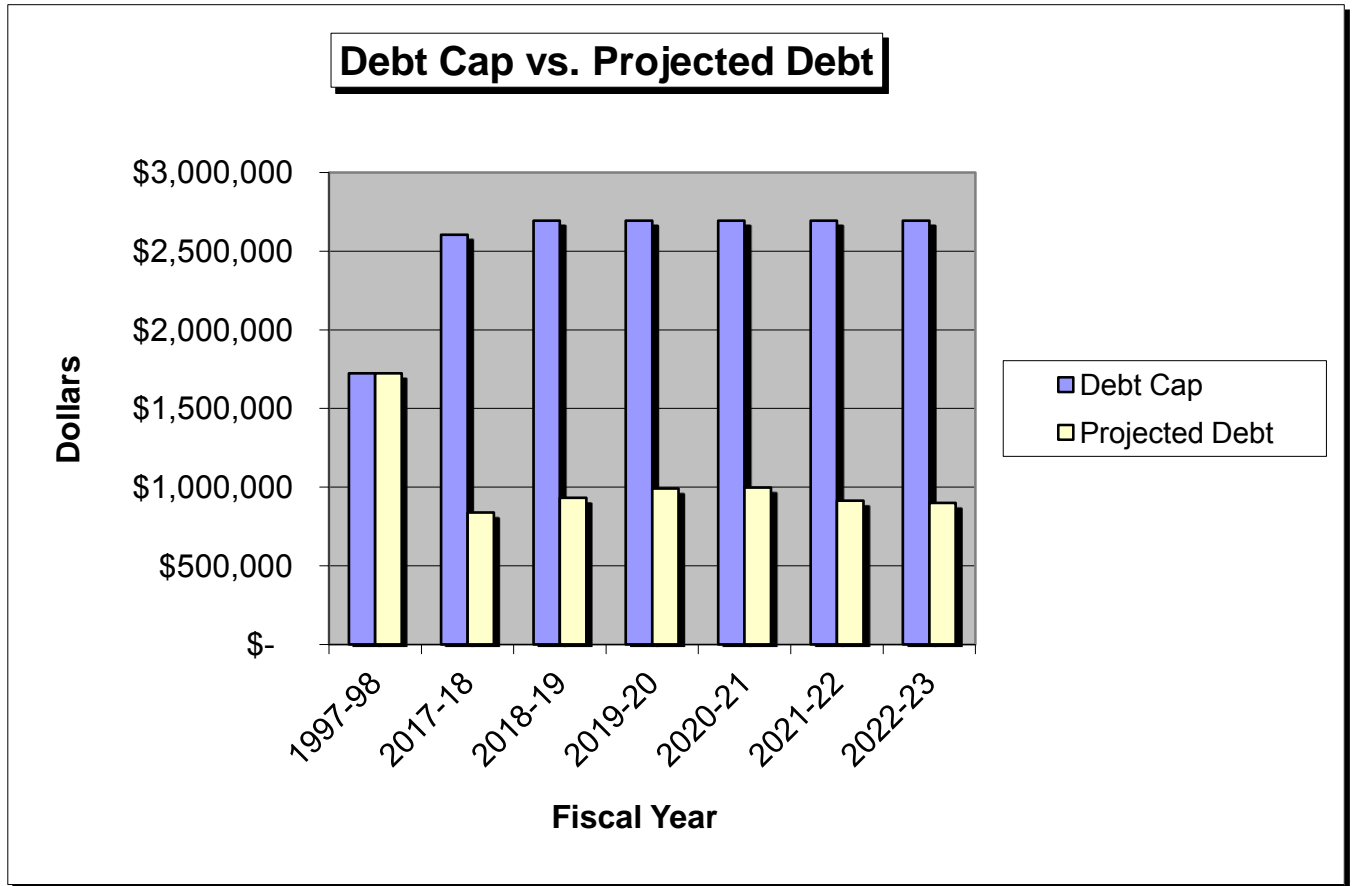
WATER FUND

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Current Debt	\$ 790,814	\$ 688,434	\$ 653,802	\$ 491,249	\$ 448,372
Projected New Debt	<u>141,004</u>	<u>302,947</u>	<u>344,331</u>	<u>423,400</u>	<u>451,403</u>
TOTAL	<u>\$ 931,818</u>	<u>\$ 991,381</u>	<u>\$ 998,133</u>	<u>\$ 914,650</u>	<u>\$ 899,775</u>



WATER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 1,724,127	\$ 1,724,127
2017-18	actual	\$ 2,604,509	\$ 838,693
2018-19	actual	\$ 2,693,550	\$ 931,818
2019-20	projected	\$ 2,693,550	\$ 991,381
2020-21	projected	\$ 2,693,550	\$ 998,133
2021-22	projected	\$ 2,693,550	\$ 914,650
2022-23	projected	\$ 2,693,550	\$ 899,775



The water fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98. The City excludes the debt payments (actual and projected) related to the water service contract with the

Debt excluded from the debt cap calculation:

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Water Treatment Plant debt	\$ 33,579	\$ 50,920	\$ 60,961	\$ 48,778	\$ 47,499

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 - FY 2027/28</u>	<u>FY 2028/29 - FY 2032/33</u>	<u>FY 2033/34 - FY 2037/38</u>	<u>FY 2038/39 - FY 2039/40</u>	<u>TOTAL</u>
<u>WATER FUND - Existing Debt Service</u>										
Coffeen St water main	\$ 7,817	\$ 6,917	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	14,734
N. Orchard St. water main	6,557	5,713	-	-	-	-	-	-	-	12,270
S. Rutland St. water main	3,220	-	-	-	-	-	-	-	-	3,220
State Street water main	118,335	88,581	94,784	-	-	-	-	-	-	301,700
Ten Eyck St water main	59,625	57,875	56,000	54,000	52,000	-	-	-	-	279,500
Ontario Drive Water main	30,600	34,725	33,600	32,400	31,200	-	-	-	-	162,525
Arsenal Street Water main	20,745	20,115	19,440	18,720	-	-	-	-	-	79,020
Thompson Park Pump Station	33,375	32,325	31,200	-	-	-	-	-	-	96,900
Downtown Streetscape water mains	30,488	-	-	-	-	-	-	-	-	30,488
State Street water main	13,211	-	-	-	-	-	-	-	-	13,211
Breen Ave. - water main	18,651	18,164	18,660	18,120	17,520	31,200	-	-	-	122,315
Dosing Station Dam rehab	37,605	36,570	35,535	-	-	-	-	-	-	109,710
Clinton St - water main	38,963	38,063	37,163	36,263	35,363	162,695	-	-	-	348,510
Filter media	37,862	38,836	37,780	35,739	34,713	-	-	-	-	184,930
Meter replacements	40,275	39,555	38,835	38,070	25,260	24,660	-	-	-	206,655
Thompson Park parallel main	85,075	83,775	77,475	76,275	74,475	345,375	125,550	-	-	868,000
Thompson Park Water Tank rehab	86,531	85,231	83,931	82,631	80,681	374,155	136,012	-	-	929,172
Dosing station dam rehab phase II	23,600	23,200	22,800	22,400	21,800	41,800	-	-	-	155,600
Factory St. water main	53,250	52,450	51,650	50,850	49,650	230,250	83,700	-	-	571,800
Meter replacements	66,772	65,622	64,472	63,322	62,172	179,616	-	-	-	501,976
Knickerbocker Dr. water main	11,836	11,637	11,438	11,237	11,037	42,132	-	-	-	99,317
WATER FUND - Existing Debt Service	\$ 824,393	\$ 739,354	\$ 714,763	\$ 540,027	\$ 495,871	\$ 1,431,883	\$ 345,262	\$ -	\$ -	\$ 5,091,553
<u>WATER FUND - Projected Debt Service</u>										
<u>FY 16-17 and past years' outstanding projects</u>										
Factory Street	\$ 41,650	\$ 40,885	\$ 40,120	\$ 39,355	\$ 38,590	\$ 181,475	\$ -	\$ -	\$ -	382,075
FY 17-18 Projects										
Western Blvd. betterment	-	3,132	3,067	3,002	2,938	13,716	12,096	2,225	-	40,176
Pump House Roof Replacement	12,863	12,626	12,390	12,154	11,918	56,044	-	-	-	117,994
Flower Avenue East	89,488	85,037	83,582	82,127	80,672	381,533	345,158	-	-	1,147,596
FY 18-19 Projects										
Water Storage Tank Rehabilitation	-	58,500	57,150	55,800	54,450	252,000	46,350	-	-	524,250
Soda ash system rebuild	-	35,100	34,290	33,480	32,670	151,200	27,810	-	-	314,550
Harrison St. (Riggs Ave Phase II)	-	67,667	66,267	64,867	63,467	296,333	261,333	48,067	-	868,000
FY 19-20 Projects										
Repoint Masonry - Pumphouse Building	-	-	37,549	36,499	35,449	67,749	-	-	-	177,246
Henry St. (Starbuck Ave. - Lincoln St.)	-	-	9,917	9,700	9,483	44,167	38,750	13,983	-	126,000
FY 20-21 Projects										
Newell St. reconstruction (Engine St. to Arch St)	-	-	-	86,417	84,433	392,417	342,833	181,900	-	1,088,000
FY 21-22 Projects										
Eastern Blvd. - (Gill St to High St)	-	-	-	-	37,333	172,667	149,333	102,667	-	462,000
FY 22-23 Projects										
Dump Truck (2-17)	-	-	-	-	-	179,200	-	-	-	179,200
Burlington Street	-	-	-	-	-	116,533	101,200	85,867	-	303,600

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 -</u> <u>FY 2027/28</u>	<u>FY 2028/29 -</u> <u>FY 2032/33</u>	<u>FY 2033/34 -</u> <u>FY 2037/38</u>	<u>FY 2038/39 -</u> <u>FY 2039/40</u>	<u>TOTAL</u>
Bronson Street (800 - 900 blocks)	-	-	-	-	-	152,000	132,000	112,000	-	396,000
WATER FUND - Projected Debt Service	<u>\$ 144,000</u>	<u>\$ 302,947</u>	<u>\$ 344,331</u>	<u>\$ 423,400</u>	<u>\$ 451,403</u>	<u>\$ 2,457,034</u>	<u>\$ 1,456,864</u>	<u>\$ 546,708</u>	<u>\$ -</u>	<u>\$ 6,126,687</u>
WATER FUND - Existing and Projected Debt Service	<u>\$ 968,393</u>	<u>\$ 1,042,301</u>	<u>\$ 1,059,094</u>	<u>\$ 963,427</u>	<u>\$ 947,274</u>	<u>\$ 3,888,917</u>	<u>\$ 1,802,126</u>	<u>\$ 546,708</u>	<u>\$ -</u>	<u>\$ 11,218,240</u>

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

**Funding
Source**

FY 2018-19

FY 2019-20

FY 2020-21

FY 2021-22

FY 2022-23

WATER FUND

Facility Improvements						
Water Storage Tank Rehabilitation	Debt	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Soda Ash System	Debt	\$ 270,000	\$ -	\$ -	\$ -	\$ -
Repoint Masonry - Maintenance & Administration Buildings	Operating Transfer	\$ -	\$ 65,000	\$ -	\$ -	\$ -
Repoint Masonry - Pumphouse Building	Operating Transfer	\$ -	\$ 161,500	\$ -	\$ -	\$ -
Parking Lot / Driveway Paving	Operating Transfer	\$ -	\$ 70,000	\$ -	\$ -	\$ -
Total Facility Improvements		\$ 720,000	\$ 296,500	\$ -	\$ -	\$ -


Vehicles and Equipment						
Backhoe Loader (2-10)	Operating Transfer	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Process Complex Generator Auto Transfer Switch	Operating Transfer	\$ 88,000	\$ -	\$ -	\$ -	\$ -
Hydro Excavation Vehicle (New) (split with General Fund and Sewer Fund)	Operating Transfer	\$ -	\$ 116,000	\$ -	\$ -	\$ -
Pickup Truck (2-11)	Operating Transfer	\$ -	\$ -	\$ 30,000	\$ -	\$ -
VFD Replacements at Low and High Lift Stations	Operating Transfer	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -
Pickup Truck (2-4)	Operating Transfer	\$ -	\$ -	\$ -	\$ 30,000	\$ -
SUV Truck (2-30)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Dumptruck (2-17)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 160,000
Total Vehicles and Equipment		\$ 213,000	\$ 116,000	\$ 60,000	\$ 60,000	\$ 190,000

Water Mains						
Harrison Street (Riggs Ave. Phase II)	Debt	\$ 700,000	\$ -	\$ -	\$ -	\$ -
Henry Street (Starbuck Ave. - Lincoln St.)	Operating Transfer	\$ -	\$ 100,000	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ -	\$ 850,000	\$ -	\$ -
Seward Street (Starbuck Ave.- Hancock St.)	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Eastern Boulevard (Gill St. to High St.)	Debt	\$ -	\$ -	\$ -	\$ 350,000	\$ -
Lansing Street (E. Hoard St. - Katherine St.)	Operating Transfer	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Burlington Street	Debt	\$ -	\$ -	\$ -	\$ -	\$ 230,000
East Street (Main St. E - Moulton St.)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total Water Mains		\$ 700,000	\$ 100,000	\$ 950,000	\$ 400,000	\$ 590,000


**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

<u>Funding</u> <u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
WATER FUND GRAND TOTAL	\$ 1,633,000	\$ 512,500	\$ 1,010,000	\$ 460,000	\$ 780,000
Facility Improvements	\$ 720,000	\$ 296,500	\$ -	\$ -	\$ -
Vehicles and Equipment	\$ 213,000	\$ 116,000	\$ 60,000	\$ 60,000	\$ 190,000
Water Main Replacement	\$ 700,000	\$ 100,000	\$ 950,000	\$ 400,000	\$ 590,000
Water Fund Grand Total By Type	\$ 1,633,000	\$ 512,500	\$ 1,010,000	\$ 460,000	\$ 780,000
Debt	\$ 1,420,000	\$ -	\$ 850,000	\$ 350,000	\$ 690,000
Operating Fund Transfer	\$ 213,000	\$ 512,500	\$ 160,000	\$ 110,000	\$ 90,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Water Fund Grand Total By Funding Sources	\$ 1,633,000	\$ 512,500	\$ 1,010,000	\$ 460,000	\$ 780,000
	-	-	-	-	-


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
TRANSMISSION AND DISTRIBUTION**

PROJECT DESCRIPTION	COST
<p>Water Storage Tank Rehabilitation</p> <p>The 540,000 gallon water storage tank provides process water utilized during filter backwashes. The tank acts as a pressure and supply vessel allowing the filters to be backwashed with a gravity fed supply. The leak shown in the photo has developed over the past two months. There are other similar rust spots developing that are not leaking yet. The recommend project will include sandblasting of the exterior and interior, 100% solid coating inside, epoxy coating exterior and any steel repairs. In addition to the repairs, it is recommended the cathodic protection that is currently in place be re-evaluated.</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 \$58,500.</p>	<p>\$450,000</p>
TOTAL	\$450,000


**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
WATER TREATMENT PLANT**

PROJECT DESCRIPTION	COST
<p>Soda Ash Dry Chemical System</p> <p>April of 2017 the City hired an engineering firm to perform a water quality and operational evaluation of the treatment process in response to the Lead action level exceed in 2016. As a result of the study, resuming the use of Soda Ash is recommended in the Water Quality and Operational Evaluation, City of Watertown, NY as a means to control corrosion and the leaching of Lead. The project will revamp a dry chemical feed system that was decommissioned 15 years ago. The use of Soda Ash will increase the alkalinity of the finished water entering the distribution system. Creating a finished product that is less aggressive in the corrosion of water mains and house hold plumbing. The improved water chemistry will reduce the leaching of lead from sources found inside some homes.</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 \$35,100.</p>	<p>\$270,000</p>
TOTAL	\$270,000

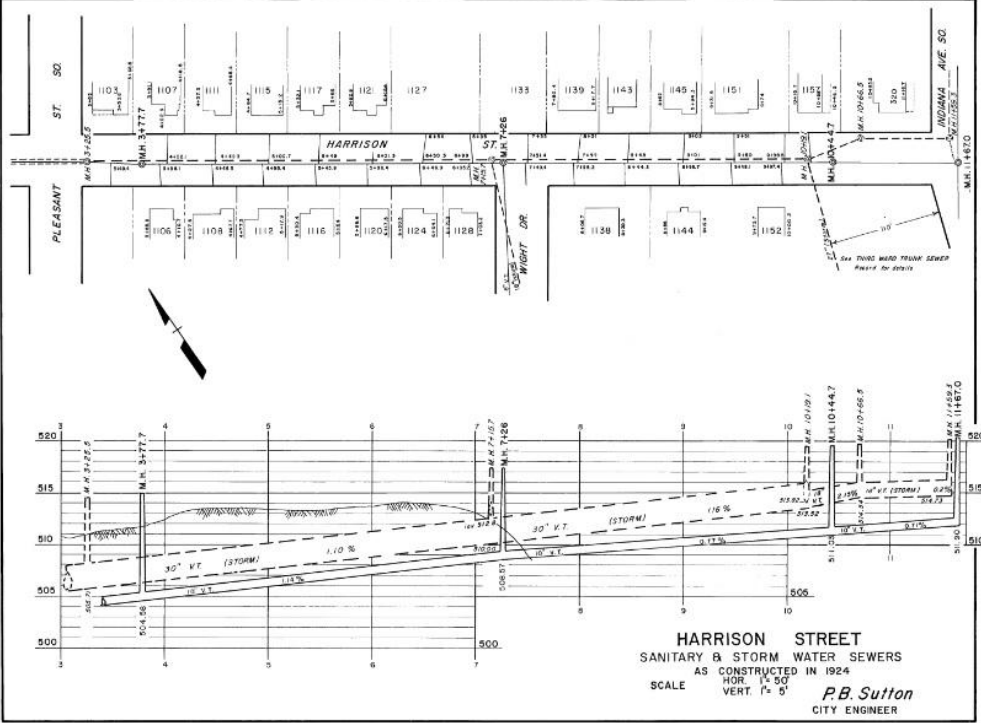
**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
TRANSMISSION AND DISTRIBUTION**

PROJECT DESCRIPTION	COST
<p>Backhoe Loader</p> <p>This vehicle is a 2001 Case 590 Super M Backhoe/Loader that is used to install water mains, services, and many other maintenance operations. This machine has served the department well for seventeen years, but is now showing its age in both handling and performing. This machine will be replaced with the same size, and will also be compatible with the attachments on hand.</p>  <p>Funding to support this project will be from a transfer from the Water Fund (F.9950.0900).</p>	<p>\$125,000</p>
TOTAL	\$125,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
FACILITY IMPROVEMENTS
WATER TREATMENT PLANT**

PROJECT DESCRIPTION	COST
<p>Process Complex Generator Auto Transfer Switch</p> <p>The ATS transfers the electrical demands of the Plant to the stand-by generator when there is a power failure allowing the uninterrupted supply of water to the City. The current unit utilizes electromechanical relays which has experienced some reliability issues requiring maintenance and adjustment that are performed by qualified high voltage electrical contractor. The upgrade will be to solid state components reducing the frequency of maintenance, improve performance and increased reliability. The cost of the project covers components, installation and startup.</p>  <p>Funding to support this project will be from a transfer from the Water Fund (F.9950.0900).</p>	<p>\$ 88,000</p>
TOTAL	\$ 88,000

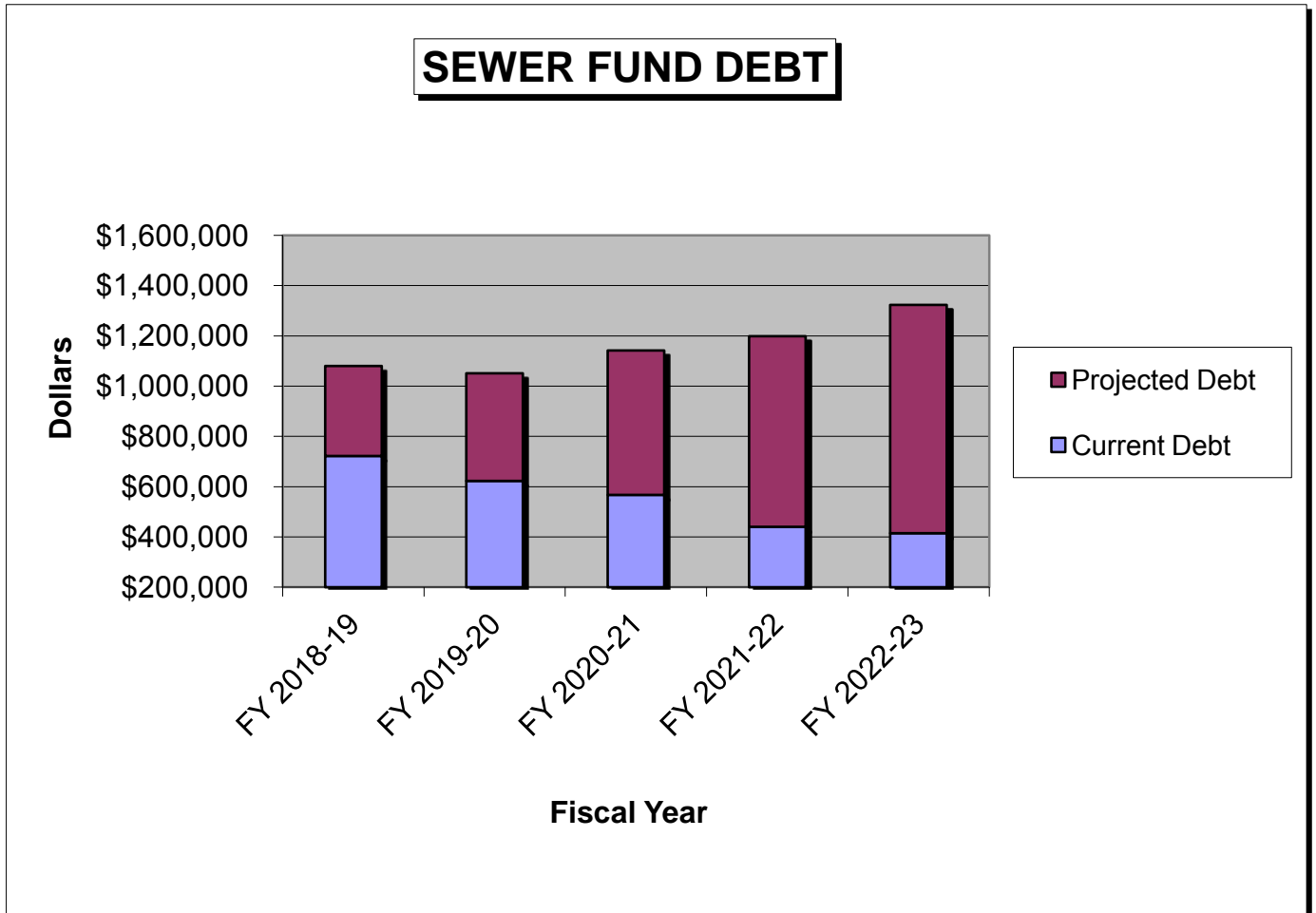
FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE WATER MAIN

PROJECT DESCRIPTION	COST
<p>Harrison Street Reconstruction (100, 200, 300 blocks)</p> <p>Reconstruction of 1,100 feet of Harrison Street from Indiana Avenue South to Hamilton Street South. This project will reduce massive amounts of infiltration into the sanitary sewer system, by replacing the storm sewer sitting above the sanitary sewer. It also includes water main and sidewalk construction.</p>  <p>Sidewalk \$ 210,000 Projected FY 2019-20 debt service of \$ 20,300 Storm Sewer \$ 1,100,000 Projected FY 2019-20 debt service of \$ 106,333 Street \$ 435,000 Projected FY 2019-20 debt service of \$ 42,050 Water \$ 700,000 Projected FY 2019-20 debt service of \$ 67,667 Sanitary \$ 740,000 Projected FY 2019-20 debt service of \$ 71,533</p>	<p>\$3,185,000</p>
TOTAL	\$3,185,000

DEBT

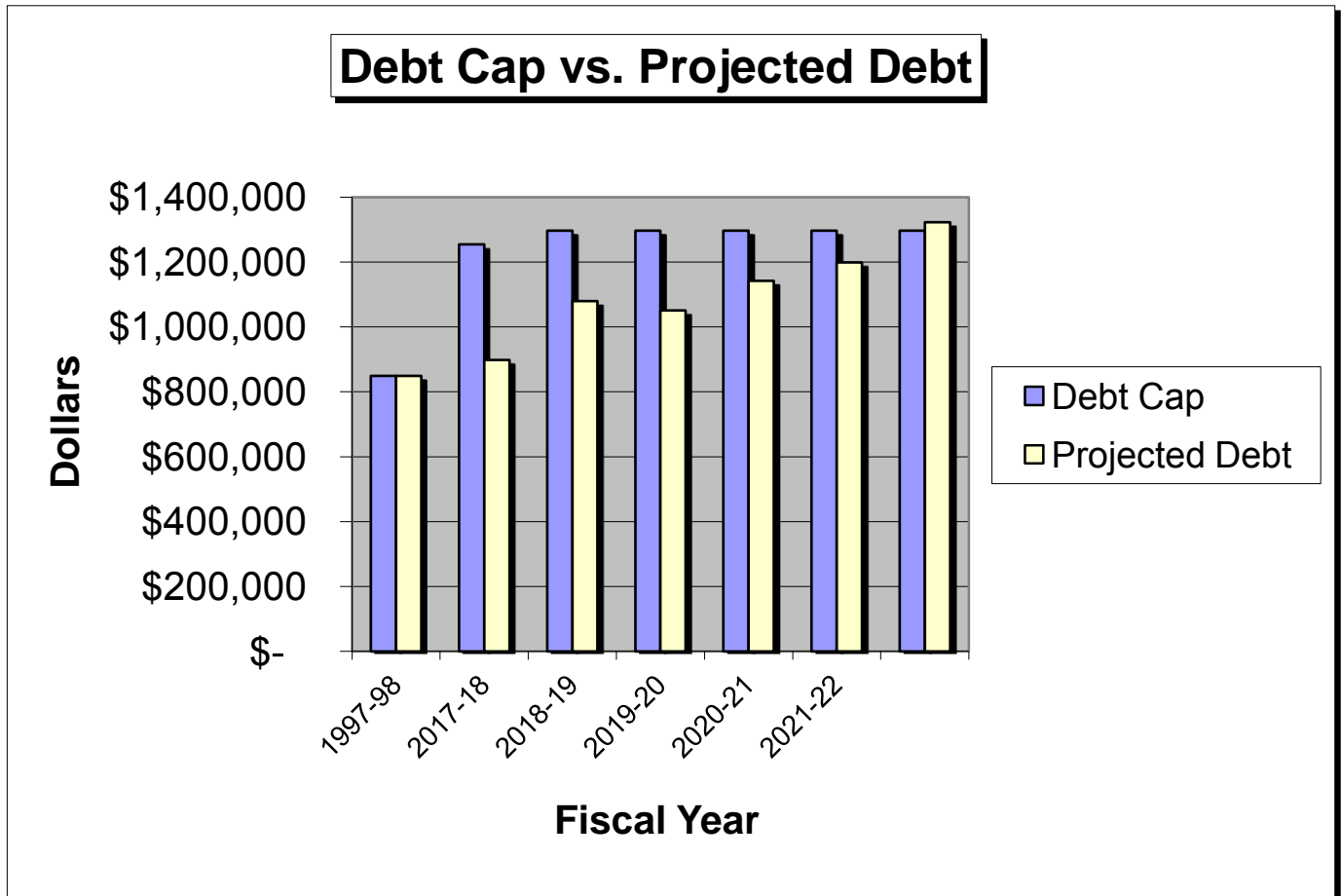
SEWER FUND

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Current Debt	\$ 722,240	\$ 622,845	\$ 567,660	\$ 440,289	\$ 414,518
Projected New Debt	<u>357,451</u>	<u>428,077</u>	<u>574,439</u>	<u>758,302</u>	<u>908,114</u>
TOTAL	<u>\$ 1,079,691</u>	<u>\$ 1,050,922</u>	<u>\$ 1,142,099</u>	<u>\$ 1,198,591</u>	<u>\$ 1,322,632</u>



SEWER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 849,245	\$ 849,245
2017-18	actual	\$ 1,254,115	\$ 898,672
2018-19	actual	\$ 1,296,990	\$ 1,079,691
2019-20	projected	\$ 1,296,990	\$ 1,050,922
2020-21	projected	\$ 1,296,990	\$ 1,142,099
2021-22	projected	\$ 1,296,990	\$ 1,198,591
2022-23	projected	\$ 1,296,990	\$ 1,322,632



The sewer fund has a self-imposed debt cap established by City Council. The base year for the cap is FY 1997-98. The City excludes the debt payments (actual and projected) related to the sewer service contract with the

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Wastewater Treatment Plant debt	\$ 356,611	\$ 344,080	\$ 344,572	\$ 369,289	\$ 367,871

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 - FY 2027/28</u>	<u>FY 2028/29 - FY 2032/33</u>	<u>FY 2033/34 - FY 2037/38</u>	<u>FY 2038/39 - FY 2039/40</u>	<u>TOTAL</u>
<u>SEWER FUND - Existing Debt Service</u>										
Arsenal St. sanitary sewer	\$ 5,030	\$ 5,533	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10,563
S. Rutland St. sanitary sewerT	3,132	3,113	-	-	-	-	-	-	-	6,245
Eastern Blvd sanitary sewer	10,962	9,421	8,588	7,429	7,267	7,092	-	-	-	50,759
WWTP fuel tanks	7,085	-	-	-	-	-	-	-	-	7,085
Excavator	7,721	6,565	-	-	-	-	-	-	-	14,286
State Street sanitary sewer	93,297	88,488	90,046	-	-	-	-	-	-	271,831
Sanitary Sewer Upgrade-Iroquois Ave W; Knowlton Ave; Cosgrove St	20,745	20,115	19,440	18,720	-	-	-	-	-	79,020
Greensview/Ives Hills sanitary sewer	25,043	24,308	23,520	22,680	21,840	-	-	-	-	117,391
Ten Eyck St sanitary sewer	65,588	63,663	61,600	59,400	57,200	-	-	-	-	307,451
State St. sanitary sewer	10,163	-	-	-	-	-	-	-	-	10,163
Chestnut St. &Holcomb St. sanitary sewer	10,163	-	-	-	-	-	-	-	-	10,163
Algonquin Ave W sanitary sewer	12,195	-	-	-	-	-	-	-	-	12,195
Butterfield Ave. /Barben Ave. sanitary sewer	15,244	-	-	-	-	-	-	-	-	15,244
Equipment	18,801	-	-	-	-	-	-	-	-	18,801
WWTP equipment	25,406	-	-	-	-	-	-	-	-	25,406
Chestnut St. &Holcomb St. sanitary sewer	17,829	17,276	-	-	-	-	-	-	-	35,105
Breen Ave. - sanitary sewer	8,841	8,614	9,370	9,100	8,800	16,640	-	-	-	61,365
North Side Trunk sewer relining	22,024	21,341	-	-	-	-	-	-	-	43,365
Disinfection system	424,125	427,150	429,950	426,700	427,488	2,154,202	428,488	-	-	4,718,103
Disinfection system	17,452	17,192	17,432	17,162	16,757	77,710	28,249	-	-	191,954
Trickling filter distributors	53,250	52,450	51,650	50,850	49,650	230,250	83,700	-	-	571,800
Factory St. sanitary sewer	138,445	136,385	136,325	134,225	131,075	641,325	209,250	-	-	1,527,030
Bar screens	66,310	65,311	64,311	63,312	62,312	296,310	214,874	-	-	832,740
<u>SEWER FUND - Existing Debt Service</u>	<u>\$ 1,078,851</u>	<u>\$ 966,925</u>	<u>\$ 912,232</u>	<u>\$ 809,578</u>	<u>\$ 782,389</u>	<u>\$ 3,423,529</u>	<u>\$ 964,561</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,938,065</u>

SEWER FUND - Projected Debt Service
FY 16-17 and past years' outstanding projects

Sludge disposal process modification program phase 1a- (conveyor upgrade and HVAC)	\$ 97,543	\$ 97,543	\$ 97,543	\$ 97,543	\$ 97,543	\$ 487,715	\$ 487,715	\$ 487,715	\$ 195,086	\$ 2,145,946
Sludge disposal process modification program phase 1b - (Dewatered biosolids storage)	132,629	132,629	132,629	132,629	132,629	663,143	663,143	663,143	265,257	2,917,827
Bar screens	23,333	23,333	23,333	23,333	23,333	116,667	116,667	-	-	350,000
<u>FY 17-18 Projects</u>										
Grit removal conveyors	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-	-	750,000
Flower Avenue East	57,495	53,038	52,131	51,223	50,316	237,967	215,279	-	-	717,449
<u>FY 18-19 Projects</u>										
Cooper Street Outfall Replacement	-	-	-	-	-	-	-	-	-	-
Harrison St. (Riggs Ave Phase II)	-	71,533	70,053	68,573	67,093	313,267	276,267	50,813	-	917,600
<u>FY 19-20 Projects</u>										
River crossing pipeline	-	-	-	-	-	-	-	-	-	-
Western Outfall Trunk Sewer rehabilitation	-	-	148,750	145,500	142,250	662,500	581,250	209,750	-	1,890,000
<u>FY 20-21 Projects</u>										

	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 -</u> <u>FY 2027/28</u>	<u>FY 2028/29 -</u> <u>FY 2032/33</u>	<u>FY 2033/34 -</u> <u>FY 2037/38</u>	<u>FY 2038/39 -</u> <u>FY 2039/40</u>	<u>TOTAL</u>
Trickling Filter Dome reconditioning	-	-	-	67,500	65,750	302,500	160,500	-	-	596,250
Newell St. reconstruction (Engine St. to Arch St)	-	-	-	122,000	119,200	554,000	484,000	256,800	-	1,536,000
FY 21-22 Projects										
Western Outfall Trunk Sewer rehabilitation	-	-	-	-	160,000	740,000	640,000	440,000	-	1,980,000
FY 22-23 Projects										
Bronson Street (800 - 900 blocks)	-	-	-	-	-	152,000	132,000	112,000	-	396,000
Burlington Street	-	-	-	-	-	101,333	88,000	74,667	-	264,000
SEWER FUND - Projected Debt Service	<u>\$ 361,000</u>	<u>\$ 428,077</u>	<u>\$ 574,439</u>	<u>\$ 758,302</u>	<u>\$ 908,114</u>	<u>\$ 4,581,091</u>	<u>\$ 4,094,820</u>	<u>\$ 2,294,888</u>	<u>\$ 460,343</u>	<u>\$ 14,461,072</u>
SEWER FUND - Existing and Projected Debt Service	<u>\$ 1,439,851</u>	<u>\$ 1,395,002</u>	<u>\$ 1,486,671</u>	<u>\$ 1,567,880</u>	<u>\$ 1,690,503</u>	<u>\$ 8,004,620</u>	<u>\$ 5,059,381</u>	<u>\$ 2,294,888</u>	<u>\$ 460,343</u>	<u>\$ 23,399,137</u>

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

**Funding
Source**

FY 2018-19

FY 2019-20

FY 2020-21

FY 2021-22

FY 2022-23

SEWER FUND

Facility Improvements						
Truck Scales for Biosolids Hauling	Operating Transfer	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Chemical Building Roof	Operating Transfer	\$ 55,000	\$ -	\$ -	\$ -	\$ -
Filter Press Cloths	Operating Transfer	\$ -	\$ 42,000	\$ -	\$ -	\$ 45,000
Pump Station Rebuild - Lachenauer Drive	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Trickling Filter Domes Reconditioning	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -
Total Facility Improvements		\$ 205,000	\$ 42,000	\$ 600,000	\$ -	\$ 45,000

Vehicles and Equipment						
Mini-Hydro Excavator (split with General Fund and Sewer Fund)	Operating Transfer	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Utility Truck with Liftgate and Crane	Operating Transfer	\$ -	\$ 45,000	\$ -	\$ -	\$ -
Hydro Excavation Vehicle (New) (split with General Fund and Water Fund)	Operating Transfer	\$ -	\$ 117,000	\$ -	\$ -	\$ -
Maintenance Truck	Operating Transfer	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Front end loader (Wet Side Operations)	Operating Transfer	\$ -	\$ 140,000	\$ -	\$ -	\$ -
Sewer Cleaner/Vac Truck (split 50% with General Fund)	Operating Transfer	\$ -	\$ 185,000	\$ -	\$ -	\$ -
Hydraulic Excavator (Used) (split 50% with General Fund)	Operating Transfer	\$ -	\$ -	\$ -	\$ 85,000	\$ -
Chief's Vehicle	Operating Transfer	\$ -	\$ -	\$ -	\$ 30,000	\$ -
Maintenance Truck	Operating Transfer	\$ -	\$ -	\$ -	\$ 30,000	\$ -
Front end loader / biosolids loader	Operating Transfer	\$ -	\$ -	\$ -	\$ 140,000	\$ -
Gator Utility Vehicle	Operating Transfer	\$ -	\$ -	\$ -	\$ 20,000	\$ -
4WD Backhoe with Attachments (1-70)	Operating Transfer	\$ -	\$ -	\$ -	\$ 130,000	\$ -
Total Vehicles and Equipment		\$ 25,000	\$ 527,000	\$ -	\$ 435,000	\$ -

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**


<u>Funding</u>		<u>Source</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Sanitary Sewers							
Cooper Street Outfall	Operating Transfer		\$ 275,000	\$ -	\$ -	\$ -	\$ -
Harrison Street (Riggs Ave. Phase II)	Debt		\$ 740,000	\$ -	\$ -	\$ -	\$ -
River Crossing Pipeline	Operating Transfer		\$ -	\$ 200,000	\$ -	\$ -	\$ -
Western Outfall Trunk Sewer Rehabilitation	Operating Transfer / Debt		\$ -	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -
Newell Street (Engine Street to Arch St)	Debt		\$ -	\$ -	\$ 1,200,000	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt		\$ -	\$ -	\$ -	\$ -	\$ 300,000
Burlington Street	Debt		\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total Sanitary Sewers			\$ 1,015,000	\$ 1,700,000	\$ 1,200,000	\$ 1,500,000	\$ 500,000

SEWER FUND GRAND TOTAL						\$ 1,245,000	\$ 2,269,000	\$ 1,800,000	\$ 1,935,000	\$ 545,000
Facility Improvements						\$ 205,000	\$ 42,000	\$ 600,000	\$ -	\$ 45,000
Vehicles and Equipment						\$ 25,000	\$ 527,000	\$ -	\$ 435,000	\$ -
Sanitary Sewers						\$ 1,015,000	\$ 1,700,000	\$ 1,200,000	\$ 1,500,000	\$ 500,000
Sewer Fund Grand Total by Category						\$ 1,245,000	\$ 2,269,000	\$ 1,800,000	\$ 1,935,000	\$ 545,000
Debt						\$ 150,000	\$ 1,500,000	\$ 1,700,000	\$ 1,500,000	\$ 500,000
Operating Fund Transfer						\$ 355,000	\$ 769,000	\$ 100,000	\$ 435,000	\$ 45,000
Grant						\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Fund Grand Total By Funding Sources						\$ 505,000	\$ 2,269,000	\$ 1,800,000	\$ 1,935,000	\$ 545,000
						-	-	-	-	-


FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WASTEWATER TREATMENT FACILITY

PROJECT DESCRIPTION	COST
<p>Truck Scales for Biosolids Hauling</p> <p>The station will be used to weigh the Bio solids leaving the facility for land application.</p>  <p>Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p>	<p>\$150,000</p>
TOTAL	\$150,000

**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WASTEWATER TREATMENT FACILITY**

PROJECT DESCRIPTION	COST
<p>Chemical Building Roof</p> <p>This is a two separate level roof system on the chemical building. This is the original roof from 1989. The roof over the Ferric Chloride room is currently showing wear and leaks.</p> <div data-bbox="375 814 1102 1497">  </div> <p>Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p>	<p>\$55,000</p>
TOTAL	\$55,000

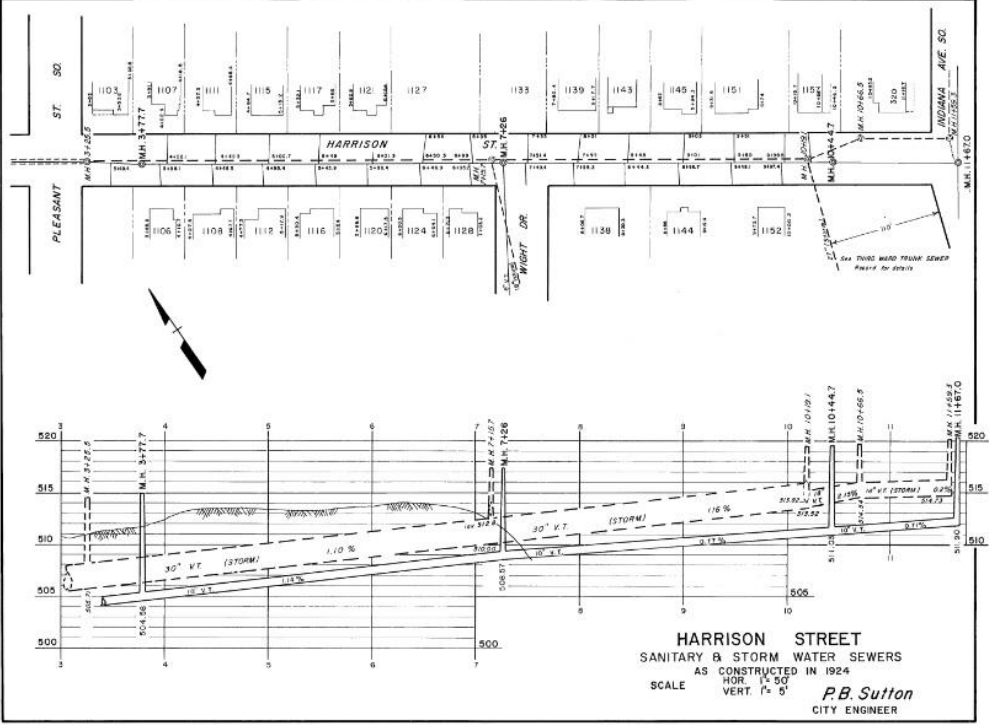
**FISCAL YEAR 2018-2019
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SANITARY SEWER**

PROJECT DESCRIPTION	COST
<p>Mini-Excavator</p> <p>This purchase will be split 50% with the General Fund (A8140), Storm Sewers and 50% Sewer Fund (G1820). This machine is an extremely versatile piece of equipment designed to work in “tight” spaces that a traditional rubber tired backhoe cannot access. With a 360 degree turning capability, it will turn within its own foot print which equates to less disruption of traffic when deployed in the street ROW. When operated outboard of paved surfaces, the reduced ground pressure will minimize collateral damage to lawns and sidewalks reducing restoration costs. The Sewer Division will utilize the machine for lateral repair operations which often times involve excavation in close proximity to gas lines, fiber lines, and other buried utilities. This unit will be available for excavation work, curb ramp construction, under drain installation as well as tree planting.</p>  <p>Funding to support this project will be from a transfer from the General Fund (\$25,000 - A.9950.0900) and from the Sewer Fund (\$25,000 – G.9950.0900).</p>	<p>\$50,000</p>
TOTAL	\$50,000

FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE SIDEWALKS

PROJECT DESCRIPTION	COST
<p>Cooper Street Outfall Replacement: Thompson Street to Leray Street</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND \$275,000 SANITARY SEWER \$275,000</p>  <p>Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2019-20 debt service of \$26,583 for the General Fund and a transfer from the Sewer Fund (G.9950.0900).</p>	<p>\$550,000</p>
TOTAL	\$550,000

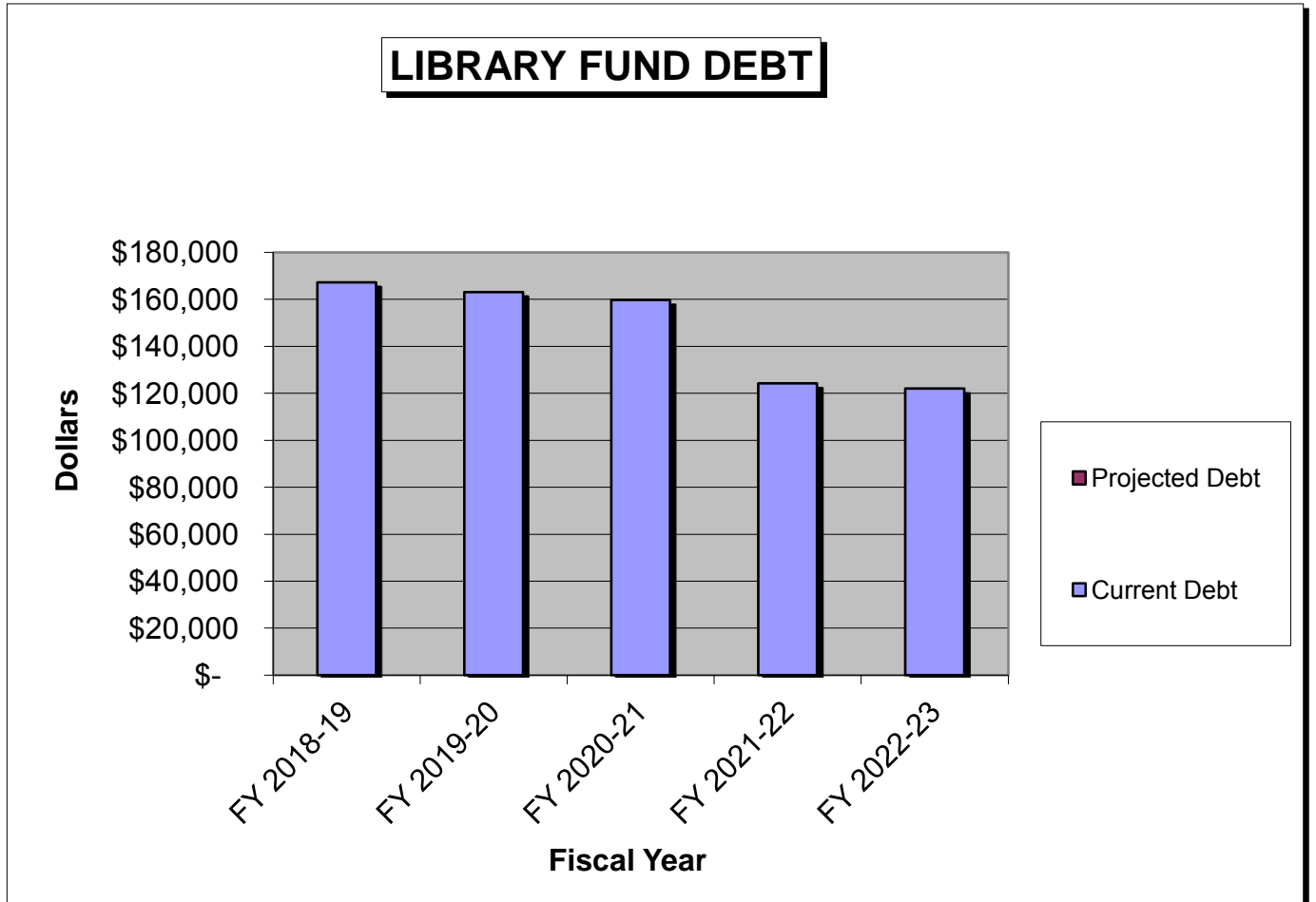
FISCAL YEAR 2018-2019 CAPITAL BUDGET INFRASTRUCTURE SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>Harrison Street Reconstruction (100, 200, 300 blocks)</p> <p>Reconstruction of 1,100 feet of Harrison Street from Indiana Ave. South to Hamilton Street South. This project will reduce massive amounts of infiltration into the sanitary sewer system, by replacing the storm sewer sitting above the sanitary sewer. It also includes water main and sidewalk construction.</p>  <p>Sidewalk \$ 210,000 Projected FY 2019-20 debt service of \$ 20,300 Storm Sewer \$ 1,100,000 Projected FY 2019-20 debt service of \$ 106,333 Street \$ 435,000 Projected FY 2019-20 debt service of \$ 42,050 Water \$ 700,000 Projected FY 2019-20 debt service of \$ 67,667 Sanitary \$ 740,000 Projected FY 2019-20 debt service of \$ 71,533</p>	<p>\$3,185,000</p>
TOTAL	\$3,185,000

DEBT

LIBRARY FUND

	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Current Debt	\$ 167,193	\$ 163,110	\$ 159,696	\$ 124,308	\$ 122,095
Projected New Debt	-	-	-	-	-
TOTAL	<u>\$ 167,193</u>	<u>\$ 163,110</u>	<u>\$ 159,696</u>	<u>\$ 124,308</u>	<u>\$ 122,095</u>



	<u>FY 2018/19</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24 -</u> <u>FY 2027/28</u>	<u>FY 2028/29 -</u> <u>FY 2032/33</u>	<u>FY 2033/34 -</u> <u>FY 2037/38</u>	<u>FY 2038/39 -</u> <u>FY 2039/40</u>	<u>TOTAL</u>
LIBRARY FUND										
Restorations & renovations	\$ 36,246	\$ 34,376	\$ 33,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,796
HVAC system	<u>130,947</u>	<u>128,734</u>	<u>126,522</u>	<u>124,308</u>	<u>122,095</u>	<u>464,614</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,097,220</u>
TOTAL LIBRARY FUND	<u>\$ 167,193</u>	<u>\$ 163,110</u>	<u>\$ 159,696</u>	<u>\$ 124,308</u>	<u>\$ 122,095</u>	<u>\$ 464,614</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,201,016</u>

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2018/19 - FY 2022/23**

	<u>Funding</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
	<u>Source</u>					
LIBRARY FUND						

Facility Improvements						
Window Replacements	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -
Carpet Replacement - Main Floor	Operating Transfer	\$ -	\$ -	\$ 75,000	\$ -	\$ -
Carpet Replacement - Top Floor	Operating Transfer	\$ -	\$ -	\$ -	\$ 64,000	\$ -
Total Facility Improvements		\$ -	\$ 50,000	\$ 75,000	\$ 64,000	\$ -

LIBRARY FUND GRAND TOTAL		\$ -	\$ 50,000	\$ 75,000	\$ 64,000	\$ -
Facility Improvements		\$ -	\$ 50,000	\$ 75,000	\$ 64,000	\$ -
Library Fund Grand Total by Category		\$ -	\$ 50,000	\$ 75,000	\$ 64,000	\$ -
Debt		\$ -	\$ -	\$ -	\$ -	\$ -
Operating Fund Transfer		-	50,000	75,000	64,000	-
Grant		-	-	-	-	-
Library Fund Grand Total By Funding Sources		\$ -	\$ 50,000	\$ 75,000	\$ 64,000	\$ -

MULTI YEAR FINANCIAL PLAN

Disclaimer

Although this document was prepared under the highest professional standards, the City of Watertown, New York, including its officers, employees, and agents, does not guarantee the accuracy or completeness of any information contained herein and as such specifically disclaims all warranties, expressed or implied, with respect to the use of this information or any results with respect thereto.

This multi-year financial plan consists of management's assumptions, estimates, forecasts, and analyses. Management makes no representation to the fitness, merchantability, or use of such information for any purpose.

The information contained herein shall in no way be construed to represent an offer, ability, or willingness on the part of the City of Watertown, including its officers, employees, and agents, to enter into or provide funding for a contract with any person or organization including but not limited to, vendors and employees.

The information contained herein shall in no way be construed to constitute a recommendation, or be relied upon, with respect to any personal or business decision, including but not limited to, the purchase or sale of debt issued by the City.

Introduction

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

This plan uses the 2018-19 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2014-15 through estimated 2017-18). This financial forecast was developed using the General, Water, and Sewer funds as the major funds of the City. In addition, information was obtained relative to future capital projects from the five year Capital budget included in the 2018-19 Proposed Budget.

It is important to note that forecasted information contained in this report cannot be relied upon for accuracy and/or as a projection of the City's fiscal well being and in no event should it be used in making investment decisions. It is also important to note the following limitations with forecasting:

- There will always be uncertainty about the future
- There will always be factors unknown at the time the forecast is developed that will influence fiscal and operating conditions

- Forecasts are based upon current knowledge, trends, expectations, and policies, any and all of which may change, affecting the accuracy of the forecast

Assumptions

Some of the assumptions made in developing the financial forecast included:

Estimated 2017-18

The amounts presented as the 2017-18 estimated figures were based on the actual revenue and expenditure amounts as of February 28, 2017 projected to June 30, 2018 based upon our current knowledge, trends and expectations.

Cost of Living Increase

Wherever a cost of living increase was calculated into an estimate, the percentage used (1.32%) was the previous five years' average annual change in the consumer price index (CPI), not seasonally adjusted, for all urban consumers, all items, base period 1982-84=100. The same CPI factor was used for all four years. The CPI information was obtained from the U.S. Department of Labor web site.

Property Tax Levy

The property tax levy was held constant at the proposed fiscal year 2018-19 level in the initial surplus/deficit forecast for fiscal years 2019-20 through 2022-23. Only after all of the other revenue and expenditure forecasts were made, did this model then consider increasing the tax levy as a possible solution to any deficit forecasted.

Sales Tax Revenue

Sales tax revenue was increased by **2%** annual growth for fiscal year 2019-20 through 2022-23.

Taxable Assessed Valuation

Based on discussions with the City Assessor taxable assessed values for fiscal years 2019-20 and 2020-21 are expected to increase 0.5% annually and 1.0% annually for fiscal years 2021-22 and 2022-23.

State Aid Revenue Sharing

State Aid revenue sharing for the fiscal years 2019-20 through 2022-23 was held constant at the FY 2018-19 base funding level of \$4,703,208.

Personal Services

For any year in which there was no collective bargaining agreement in place for a union, personal service costs were forecasted at 2%. Otherwise personal service costs for all unions were forecasted at the current collective bargaining agreement rates. No increases or decreases to the proposed Fiscal Year 2018-19 staffing levels are planned at this time.

Employee Benefits

Annually the City Manager and City Comptroller discuss the projected rates for each tier with an actuary of the NYS Retirement System.

The Employees' Retirement System rates used for Tier 4 employees for the forecasted fiscal years were 15.3% for the payment due February 1, 2020; 14.8% for the payments due February 1, 2021, 2022, 2023 and 14.3% for the payment due February 1, 2024. The Employees' Retirement System rates used for Tier 6 employees for the forecasted fiscal years were 8.8% for the payment due February 1, 2020; 8.3% for the payments due February 1, 2021, 2022, 2023 and 7.8% for the payment due February 1, 2024.

The Police and Fire Retirement System rates used for Tier 2 employees for the forecasted fiscal years were 23.75% for the payment due February 1, 2020; 23.5% for the payments due February 1, 2021, 2022, 2023 and 23.25% for the payment due February 1, 2024.

Health insurance costs are forecasted to increase 6.31% for fiscal year 2019-20, 6.78% for fiscal year 2020-21, 6.54% for fiscal year 2021-22 and 6.53% for fiscal year 2022-23.

Debt Service

Debt Service costs were obtained from the City's debt schedules plus projected debt service costs related to the five year capital budget.

City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
Major Fund Summary

	Actual		Estimated		Adopted	Forecast			
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
General Fund									
Revenues	\$ 38,298,196.44	\$ 39,378,680.99	\$ 40,845,414.04	\$ 41,911,170.98	\$ 42,192,949.00	\$ 43,068,520.88	\$ 43,657,650.38	\$ 44,104,058.57	\$ 44,713,113.42
Expenditures by Object	\$ 37,913,601.69	\$ 39,563,903.75	\$ 40,180,817.88	\$ 42,787,776.56	\$ 44,376,427.12	\$ 46,966,152.64	\$ 47,428,174.05	\$ 49,351,915.92	\$ 50,504,579.70
Surplus (Deficit)	\$384,595	(\$185,223)	\$664,596	(\$876,606)	(\$2,183,478)	(\$3,897,632)	(\$3,770,524)	(\$5,247,857)	(\$5,791,466)
Unreserved Fund Balance	\$11,000,676	\$10,941,057	\$12,102,789	\$11,595,272	\$9,619,775	\$6,131,592	\$2,392,294	(\$2,830,220)	(\$8,599,506)
Water Fund									
Revenues	\$ 5,097,659.17	\$5,007,958	\$5,415,975	\$5,020,992	\$5,800,734	\$5,901,803	\$5,603,662	\$5,606,350	\$5,614,377
Expenditures by Object	\$5,182,465	\$5,155,589	\$5,011,658	\$5,267,861	\$5,906,775	\$6,146,661	\$6,108,447	\$6,101,033	\$6,200,832
Surplus (Deficit)	(\$84,806)	(\$147,631)	\$404,317	(\$246,869)	(\$106,041)	(\$244,858)	(\$504,785)	(\$494,683)	(\$586,454)
Unreserved Fund Balance	\$721,101	\$827,769	\$1,377,952	\$1,160,381	\$1,054,340	\$809,482	\$304,697	(\$189,986)	(\$776,440)
Sewer Fund									
Revenues	\$5,862,597	\$6,527,155	\$6,154,083	\$5,791,702	\$6,265,103	\$6,338,581	\$6,337,056	\$6,425,483	\$6,424,723
Expenditures by Object	\$5,486,149	\$5,676,034	\$6,736,996	\$5,912,086	\$6,716,741	\$6,729,812	\$6,247,897	\$6,779,032	\$6,621,326
Surplus (Deficit)	\$376,448	\$851,121	(\$582,914)	(\$120,385)	(\$451,638)	(\$391,231)	\$89,159	(\$353,549)	(\$196,603)
Unreserved Fund Balance	\$1,220,333	\$2,584,282	\$2,166,772	\$2,059,471	\$1,607,833	\$1,216,602	\$1,305,762	\$952,212	\$755,610
All Major Funds									
Revenues	\$49,258,453	\$50,913,794	\$52,415,472	\$52,723,865	\$54,258,786	\$55,308,905	\$55,598,369	\$56,135,892	\$56,752,214
Expenditures by Object	\$48,582,215	\$50,395,527	\$51,929,472	\$53,967,724	\$56,999,943	\$59,842,625	\$59,784,518	\$62,231,982	\$63,326,737
Surplus (Deficit)	\$676,237	\$518,267	\$486,000	(\$1,243,859)	(\$2,741,157)	(\$4,533,720)	(\$4,186,149)	(\$6,096,089)	(\$6,574,524)
Unreserved Fund Balance	\$12,942,109	\$14,353,108	\$15,647,512	\$14,815,124	\$12,281,948	\$8,157,676	\$4,002,753	(\$2,067,993)	(\$8,620,336)

City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
Property Tax Worksheet

	Actual				Adopted 2018-19	Projected				Avg. Annual Increase 2010- present	Assumptions 2018/19 - 2021/22					Description
	2014-15	2015-16	2016-17	2017-18		2019-20	2020-21	2021-22	2022-23		2019-20	2020-21	2021-22	2022-23		
Levy and Assessed Value / Rate																
Levy	\$ 7,506,604	\$ 8,242,425	\$ 8,403,871	\$ 8,751,251	\$ 9,312,182	\$9,312,182	\$9,312,182	\$9,312,182	\$9,312,182	6%	0%	0%	0%	0%	Levy held constant to determine financial effect	
Assessed Value of Taxable Property	\$1,028,442,629	\$1,033,766,339	\$1,037,297,177	\$ 1,062,382,815	\$1,076,727,691	\$1,082,111,329	\$1,087,521,886	\$1,098,397,105	\$1,109,381,076	1%	0.5%	0.5%	1.0%	1.0%	Per City Assessor	
Tax Rate per \$1,000 of Assessed Value	\$ 7.299	\$ 7.976	\$ 8.1017	\$ 8.2219	\$ 8.6405	\$8.606	\$8.563	\$8.478	\$8.394	4%	0%	0%	-1%	-1%	Calculated from levy and assessed value	
Full Value and FV Rate																
Equalization Rate (available from ORPS)	88.00	88.00	92.00	92.00	92.00	95.00	92.00	90.00	90.00	1%	3%	-3%	-2%	0%	Per City Assessor	
Full Market Value of Taxable Property (000's)	\$ 1,168,684,806	\$ 1,174,734,476	\$ 1,127,496,932	\$ 1,154,763,929	1,170,356,186	\$ 1,139,064,557	\$ 1,182,089,007	\$ 1,220,441,228	\$ 1,232,645,640	0%	-3%	4%	3%	1%	Calculated from assessed value and equalization rate	
Tax Rate per \$1000 of Full Value	\$ 6.423	\$ 7.016	\$ 7.454	\$ 7.578	\$ 7.957	\$ 8.175	\$ 7.878	\$ 7.630	\$ 7.555	5%	3%	-4%	-3%	-1%	Calculated from levy and full value	
Tax Limit																
Property Tax Limit	\$ 21,381,140	\$ 22,417,421	\$ 22,924,689	\$ 22,924,689	\$ 23,294,320	\$ 23,184,145	\$ 23,065,664	\$ 23,095,082	\$ 23,466,860	2%	0%	-1%	0%	2%	2% of full value - 5-yr rolling avg	
Exclusions to Tax Limit	\$ 5,573,236	\$ 4,284,964	\$ 4,558,402	\$ 5,044,026	\$ 4,931,569	\$ 6,347,823	\$ 4,556,779	\$ 4,695,303	\$ 4,330,436	-3%	29%	-28%	3%	-8%	Estimated amount of exclusions	
Tax Levy Subject to Limit	\$ 1,947,469	\$ 4,017,637	\$ 3,856,262	\$ 3,707,225	\$ 4,380,613	\$ 2,964,359	\$ 4,755,403	\$ 4,616,879	\$ 4,981,746	22%	-32%	60%	-3%	8%	Calculated from levy minus exclusions	
Percent of Tax Limit Exhausted	9.11%	17.92%	16.82%	16.17%	18.81%	12.79%	20.62%	19.99%	21.23%	20%	-32%	61%	-3%	6%	Calculated from tax levy subject to limit / limit	

City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
General Fund Revenues

					Adopted 2018-19					Avg. Annual Increase 2010- present	Assumptions 2018/19 - 2021/22					Description
	2014-15	Actual 2015-16	2016-17	Estimate 2017-18		2019-20	2020-21	2021-22	2022-23		2019-20	2020-21	2021-22	2022-23		
Revenues																
Real Property Taxes	\$8,131,382	\$8,440,657	\$8,687,919	\$9,103,765	\$9,315,619	\$9,315,619	\$9,315,619	\$9,315,619	\$9,315,619	3%	0%	0%	0%	0%	Held constant	
Real Property Tax Items	298,906	309,967	331,240	325,955	350,500	354,399	358,350	362,352	366,408	4%	1%	1%	1%	1%	Projected PILOT payments based on agreements	
Sales and Use Tax	17,129,685	17,068,193	17,816,807	18,146,521	18,510,000	18,880,200	19,257,804	19,642,960	20,035,819	2%	2%	2%	2%	2%	Projected annual increases of 2%	
Other Non-Property Taxes	688,296	643,872	639,662	621,509	622,000	625,523	629,093	632,709	636,374	-2%	1%	1%	1%	1%	CPI	
Departmental Income	5,432,977	5,367,002	6,493,238	6,583,679	5,952,550	6,422,296	6,625,322	6,836,985	7,057,658	3%	8%	3%	3%	3%	CPI or held constant depending on revenue item	
Other Local Revenue	514,489	1,324,407	590,869	622,901	702,476	709,130	715,871	722,702	729,623	30%	1%	1%	1%	1%	CPI or held constant depending on revenue item	
State Aid - AIM	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	0%	0%	0%	0%	0%	Held constant	
State Aid - Mortgage Tax	254,595	294,932	263,961	310,791	310,000	314,090	318,235	322,434	326,689	6%	1%	1%	1%	1%	CPI	
State Aid Other	482,889	662,332	647,144	624,524	717,136	585,084	593,042	535,127	543,342	12%	-18%	1%	-10%	2%	CPI or held constant depending on revenue item	
Federal Aid	187,864	233,090	331,154	463,987	552,960	696,448	672,480	555,151	517,299	31%	26%	-3%	-17%	-7%	CPI	
Interfund Transfers	473,907	331,021	340,213	404,331	456,500	462,524	468,627	474,810	481,075	1%	1%	1%	1%	1%	Decreasing transfers from Debt Service Fund	
Total Revenues	\$38,298,196	\$39,378,681	\$40,845,414	\$41,911,171	\$42,192,949	\$43,068,521	\$43,657,650	\$44,104,059	\$44,713,113	2%	2%	1%	1%	1%		
	-	-	-	-	-	-	-	-	-							
Nonrecurring Revenues Included in Revenue, Above (List):																
Fed Aid, Public Safety Grants	143,047	226,687	323,351	7,187	95,816	224,955	186,188	53,595	-							
Nonrecurring Revenues	\$143,047	\$226,687	\$323,351	\$7,187	\$95,816	\$224,955	\$186,188	\$53,595	\$0							
Recurring Revenues	\$38,155,149	\$39,151,994	\$40,522,063	\$41,903,984	\$42,097,133	\$42,843,566	\$43,471,462	\$44,050,464	\$44,713,113							

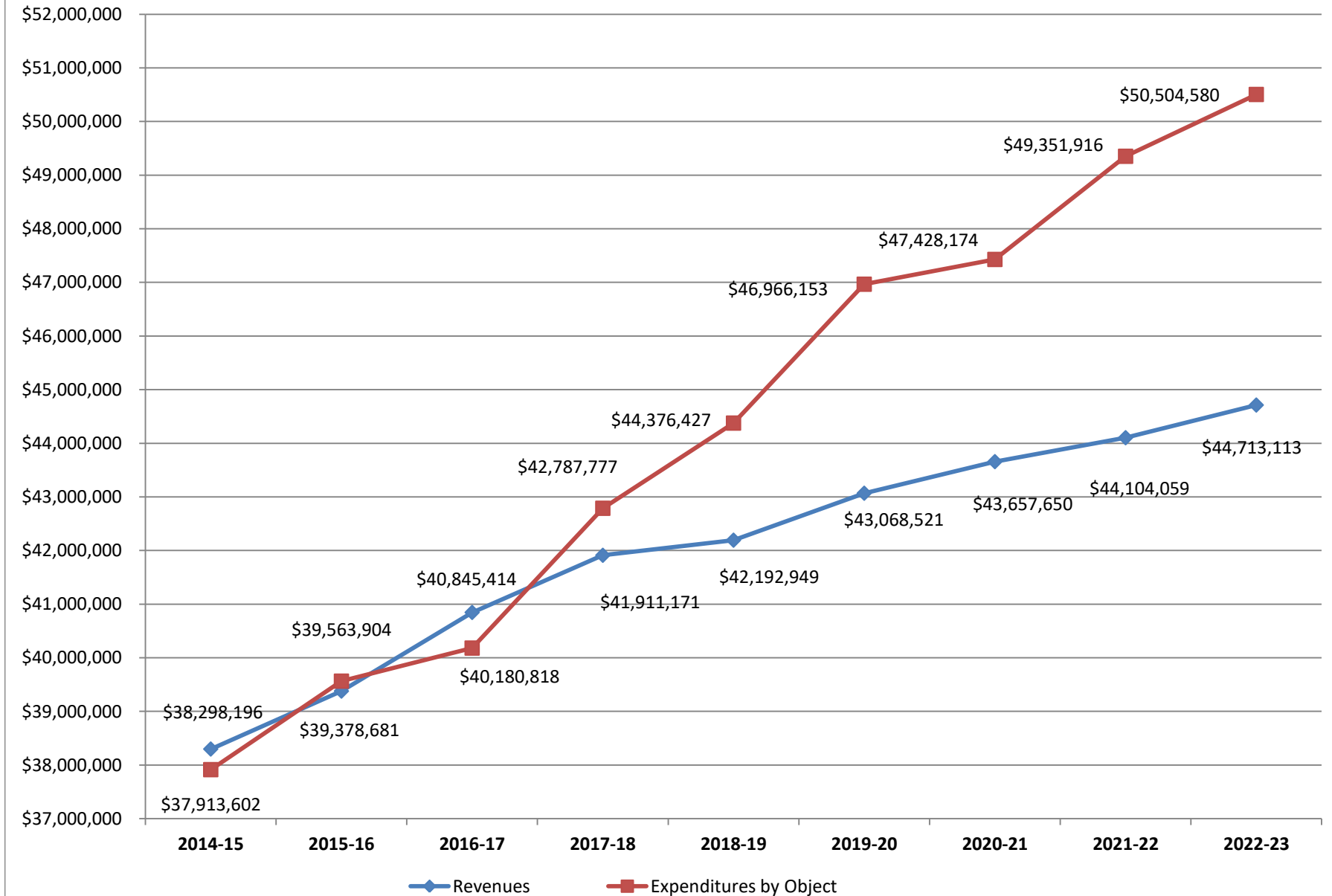
City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
General Fund Expenditures

Expenditures by Object	Actual				Adopted 2018-19	Forecast				Avg. Annual Increase 2010- present	Assumptions 2018/19 - 2021/22				Description
	2014-15	2015-16	2016-17	Estimate 2017-18		2019-20	2020-21	2021-22	2022-23		2019-20	2020-21	2021-22	2022-23	
Personal Services	\$ 15,882,453	\$ 16,240,176	\$ 16,921,758	\$ 16,434,839	\$ 16,861,739	\$ 17,203,676	\$ 17,651,590	\$ 18,103,652	\$ 18,547,295	2%	2%	3%	3%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay	838,844	1,144,951	1,337,677	1,755,126	1,355,250	2,182,900	1,215,000	1,589,000	1,153,500	15%	61%	-44%	31%	-27%	Per 5 year capital plan
Contractual	5,545,169	6,051,100	5,711,025	6,777,196	7,792,704	7,888,575	7,901,483	7,948,006	8,062,201	9%	1%	0%	1%	1%	CPI
Debt (Principal and Interest)	2,588,778	3,058,700	2,979,644	3,034,444	3,041,059	3,878,444	4,111,328	4,366,459	4,574,761	4%	28%	6%	6%	5%	Per actual debt schedule + projected capital projects
Employee Benefits	11,674,692	11,779,280	11,997,115	13,301,332	13,895,531	14,364,270	15,082,099	15,859,497	16,662,650	5%	3%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds	1,383,665	1,289,698	1,233,599	1,484,839	1,430,144	1,448,289	1,466,674	1,485,301	1,504,174	1%	1%	1%	1%	1%	CPI
Total Expenditures (by Object)	\$37,913,602	\$39,563,904	\$40,180,818	\$42,787,777	\$44,376,427	\$46,966,153	\$47,428,174	\$49,351,916	\$50,504,580	4%	6%	1%	4%	2%	
	-	-	-	-	-	-	-	-	-						
Expenditures By Function															
General Governmental Support	\$4,205,746	\$4,767,995	\$3,993,871	\$4,093,222	\$4,231,936	\$4,332,926	\$4,437,059	\$4,490,136	\$4,604,490	1%	2%	2%	1%	3%	Result of analysis of expenditures by object
Public Safety	17,212,398	17,806,726	18,330,764	17,921,557	18,099,219	17,941,208	18,492,252	19,022,885	19,562,756	1%	-1%	3%	3%	3%	Result of analysis of expenditures by object
Transportation	5,469,064	5,147,382	5,323,100	5,808,090	6,417,800	6,333,935	6,492,120	6,689,558	6,880,341	4%	-1%	2%	3%	3%	Result of analysis of expenditures by object
Economic Opportunity and Development	47,600	49,438	19,378	16,758	17,000	17,026	17,053	17,080	17,108	-17%	0%	0%	0%	0%	Result of analysis of expenditures by object
Culture and Recreation	1,615,059	1,653,947	1,945,388	1,701,890	2,108,263	2,031,465	2,064,114	2,110,894	2,157,600	8%	-4%	2%	2%	2%	Result of analysis of expenditures by object
Home and Community Services	1,155,547	1,129,583	1,369,555	1,661,121	1,815,500	1,890,912	1,844,819	1,903,152	1,959,368	12%	4%	-2%	3%	3%	Result of analysis of expenditures by object
Employee Benefits (retirees only)	3,799,257	4,029,036	4,102,035	4,774,821	5,256,006	5,564,688	5,916,507	6,278,778	6,663,836	9%	6%	6%	6%	6%	Result of analysis of expenditures by object
Debt Service	2,588,778	3,058,700	2,979,644	3,034,444	3,041,059	3,878,444	4,111,328	4,366,459	4,574,761	4%	28%	6%	6%	5%	Result of analysis of expenditures by object
Interfund Transfers to Other Funds	1,820,155	1,921,096	2,117,083	2,710,902	2,071,644	3,631,189	2,681,674	3,074,301	2,657,674	5%	75%	-26%	15%	-14%	Result of analysis of expenditures by object
Other (Contingency)	-	-	-	1,064,972	1,318,000	1,344,360	1,371,247	1,398,672	1,426,646	#DIV/0!	2%	2%	2%	2%	Includes contingency
Total Expenditures (by Function)	\$37,913,602	\$39,563,904	\$40,180,818	\$42,787,777	\$44,376,427	\$46,966,153	\$47,428,174	\$49,351,916	\$50,504,580	4%					
	-	-	-	-	-	-	-	-	-						
Nonrecurring Expenditures Included Above (List):															
Fire / Police grant expenditures	158,941	251,875	359,279	7,986	-	-	-	-	-						
Nonrecurring Expenditures	\$158,941	\$251,875	\$359,279	\$7,986	\$0	\$0	\$0	\$0	\$0						

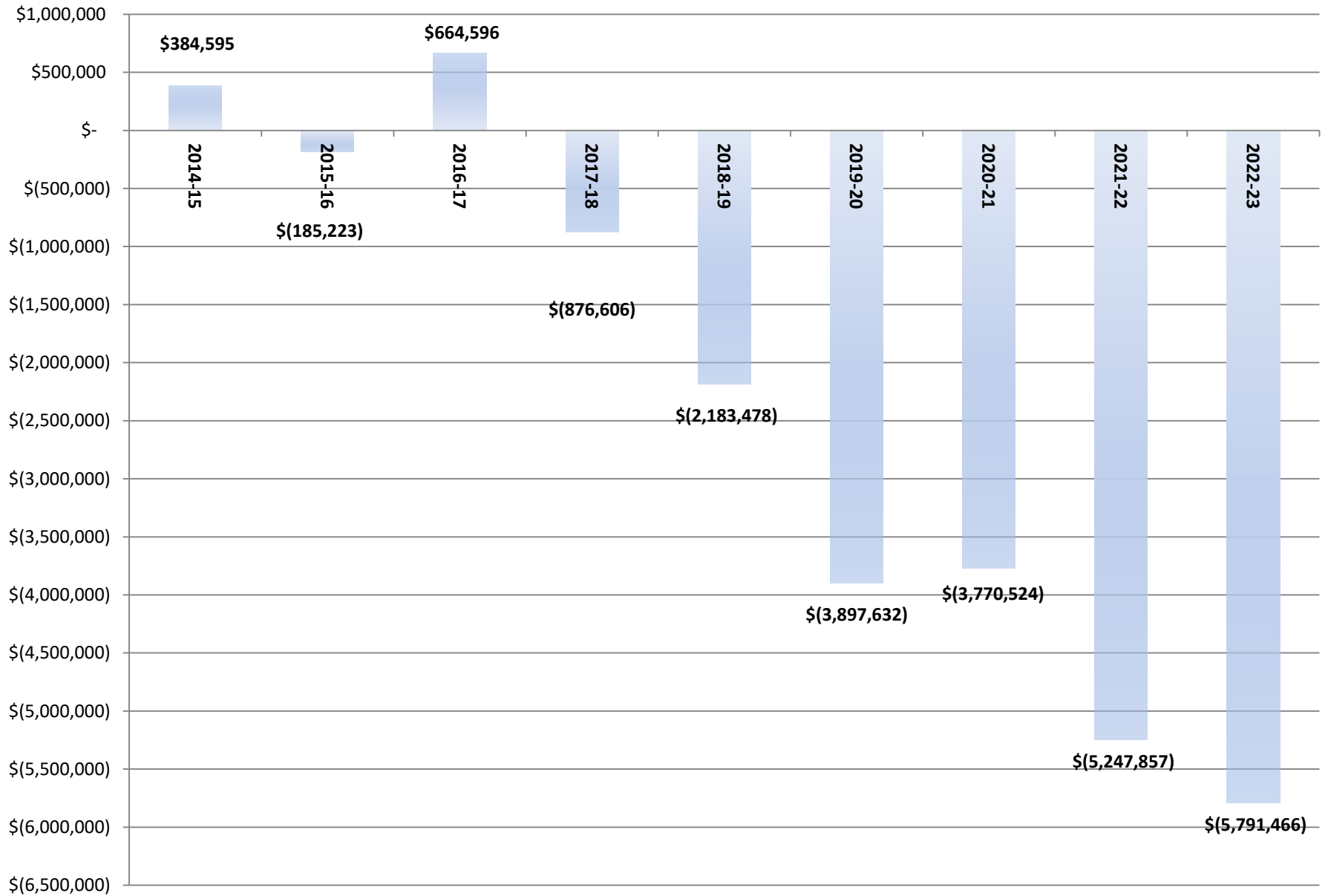
City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
General Fund Surplus (Deficit), Reserves, and Impact of Local Actions

	Actual		Estimate		Adopted 2018-19	Forecast			
	2014-15	2015-16	2016-17	2017-18		2019-20	2020-21	2021-22	2022-23
Surplus (Deficit)	\$ 384,595	\$ (185,223)	\$ 664,596	\$ (876,606)	\$ (2,183,478)	\$ (3,897,632)	\$ (3,770,524)	\$ (5,247,857)	\$ (5,791,466)
Budgetary Reserves and Other Net Assets									
Fund Equity, Beg. of Year	\$ 12,462,515	\$ 13,421,749	\$ 12,773,565	\$ 13,542,170	\$ 12,665,564	\$ 10,482,086	\$ 6,584,454	\$ 2,813,931	\$ (2,433,927)
Prior Period Adjustment	\$ 574,639	\$ (462,961)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessment Sidewalk Program Debt Issued	\$ -	\$ -	\$ 104,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Equity, End of Year	\$ 13,421,749	\$ 12,773,566	\$ 13,542,170	\$ 12,665,564	\$ 10,482,086	\$ 6,584,454	\$ 2,813,931	\$ (2,433,927)	\$ (8,225,393)
Reserved Fund Balance - Encumbrances	\$ 382,512	\$ 310,646	\$ 386,963	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 225,159	\$ 166,773	\$ 216,122	\$ 182,277	\$ 139,296	\$ 102,863	\$ 71,637	\$ 46,294	\$ 24,113
Reserved Fund Balance-Tax Stabilization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved Fund Balance - Capital Reserve	\$ 1,793,309	\$ 1,334,993	\$ 833,280	\$ 535,000	\$ 370,000	\$ 0	\$ 0	\$ 0	\$ 0
Reserved Fund Balance - Fairgrounds Stadium	\$ 20,093	\$ 20,097	\$ 3,016	\$ 3,016	\$ 3,016	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ 1,173,496	\$ 646,218	\$ 1,000,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Unappropriated	\$ 9,827,180	\$ 10,294,839	\$ 11,102,789	\$ 9,595,272	\$ 9,619,775	\$ 6,131,592	\$ 2,392,294	\$ (2,830,220)	\$ (8,599,506)
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	27.94%	26.79%	28.88%	27.48%	22.34%	14.04%	5.42%	-6.33%	-18.86%
Potential Strategies to Promote Fiscal Balance									
Describe Recurring Local Actions:									
Increase FY 19/20 property tax levy by: 20.00%						\$ 1,862,436	\$ 1,862,436	\$ 1,862,436	\$ 1,862,436
Increase FY 20/21 property tax levy by: 17.00%						\$ -	\$ 1,899,685	\$ 1,899,685	\$ 1,899,685
Increase FY 21/22 property tax levy by: 11.00%						\$ -	\$ -	\$ 1,438,173	\$ 1,438,173
Increase FY 22/23 property tax levy by: 4.00%						\$ -	\$ -	\$ -	\$ 580,499
Describe Nonrecurring Local Actions:									
Appropriate unreserved fund balance					\$ 2,000,000	\$ 1,622,214	\$ -	\$ 16,336	\$ -
Appropriate debt reserve fund balance (sidewalk program)					\$ 36,433	\$ 42,981	\$ 36,433	\$ 31,226	\$ 25,343
Appropriate Fairgrounds capital reserve fund balance					\$ 3,050	\$ -	\$ -	\$ -	\$ -
Appropriate capital reserve fund balance					\$ 165,000	\$ 370,000	\$ -	\$ -	\$ -
Total Effect of Potential Strategies to Promote Fiscal Balance					\$ 2,204,483	\$ 3,897,632	\$ 3,798,555	\$ 5,247,857	\$ 5,806,137
Fiscal Condition <u>AFTER</u> Adjusting for Effects of All Strategies to Promote Fiscal Balance									
New Surplus (Deficit)	\$ 384,595	\$ (185,223)	\$ 664,596	\$ (876,606)	\$ (2,183,478)	\$ -	\$ 28,031	\$ -	\$ 14,671
Fund Equity, Beg. of Year	\$ 12,462,515	\$ 13,421,749	\$ 12,773,565	\$ 13,542,170	\$ 12,665,564	\$ 10,482,086	\$ 8,446,891	\$ 8,438,489	\$ 8,390,926
Prior Period Adjustment	\$ 574,639	\$ (462,961)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Equity, End of Year	\$ 13,421,749	\$ 12,773,566	\$ 13,542,170	\$ 12,665,564	\$ 10,482,086	\$ 8,446,891	\$ 8,438,489	\$ 8,390,926	\$ 8,380,254
Reserved Fund Balance - Encumbrances	\$ 382,512	\$ 310,646	\$ 386,963	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 225,159	\$ 166,773	\$ 216,122	\$ 182,277	\$ 139,296	\$ 102,863	\$ 71,637	\$ 46,294	\$ 24,113
Reserved Fund Balance - Capital Reserve	\$ 1,793,309	\$ 1,334,993	\$ 833,280	\$ 535,000	\$ 370,000	\$ 0	\$ 0	\$ 0	\$ 0
Reserved Fund Balance - Fairgrounds Stadium	\$ 20,093	\$ 20,097	\$ 3,016	\$ 3,016	\$ 3,016	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ 1,173,496	\$ 646,218	\$ 1,000,000	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance	\$ 9,827,180	\$ 10,294,839	\$ 11,102,789	\$ 9,595,272	\$ 9,619,775	\$ 7,994,028	\$ 8,016,852	\$ 7,994,633	\$ 8,006,141
Percentage of Subsequent Year's Revenue	27.94%	26.79%	28.88%	27.48%	22.34%	18.31%	18.18%	17.88%	17.55%

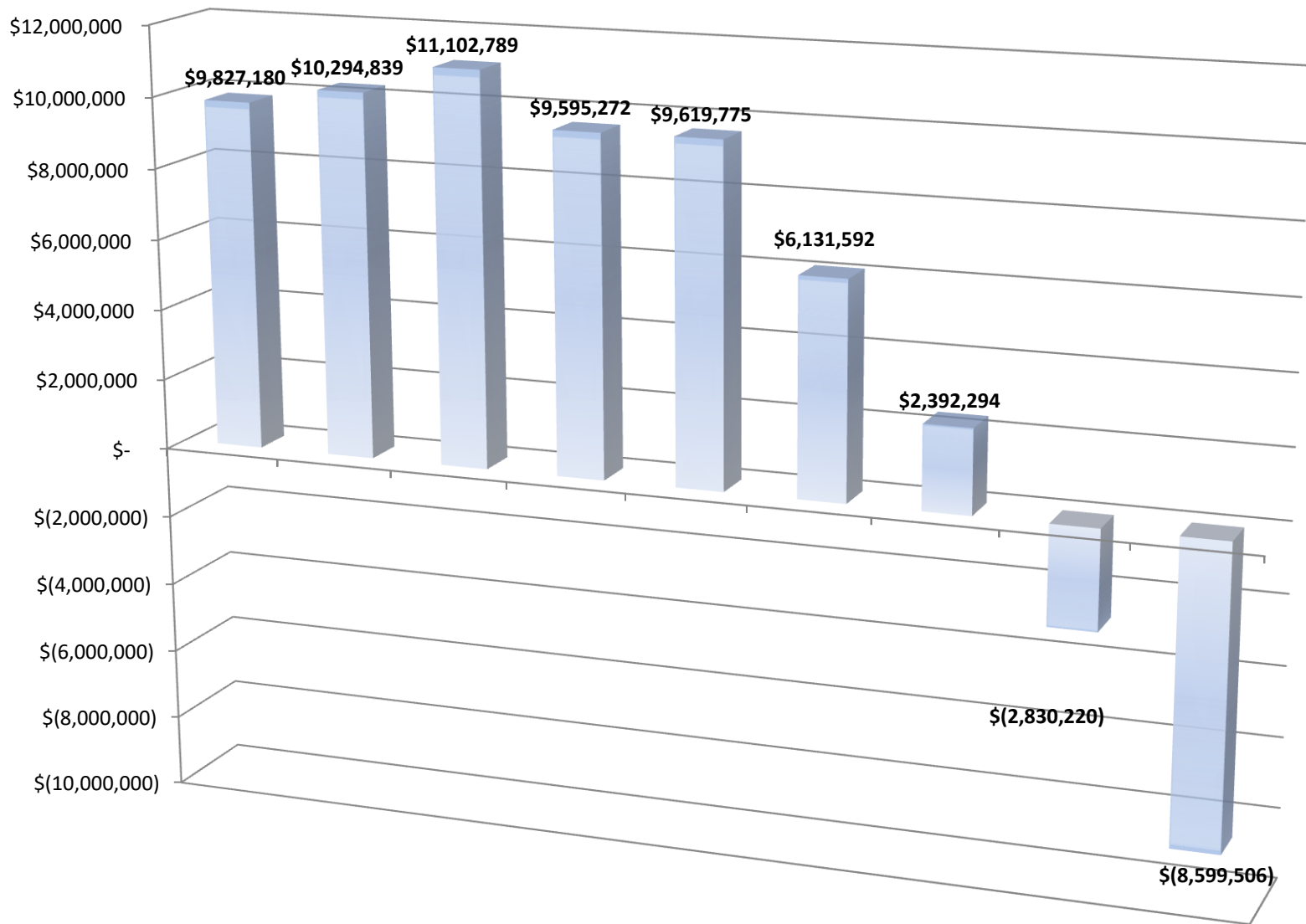
General Fund: Revenues and Expenditures



General Fund: Surplus (Deficit) (Actual/Projected)



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



City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
Water Fund

					Adopted 2018-19					Avg. Annual Increase 2010- present	Assumptions 2018/19 - 2021/22				Description
	2014-15	Actual 2015-16	2016-17	Estimate 2017-18		2019-20	2020-21	2021-22	2022-23		2019-20	2020-21	2021-22	2022-23	
Revenues															
Water Rents and Charges	\$ 4,992,675	\$ 4,899,140	\$ 5,270,092	\$ 4,946,897	\$ 5,414,919	\$ 5,518,777	\$ 5,524,237	\$ 5,526,709	\$ 5,534,516	2%	2%	0%	0%	0%	Water rents held constant, adjusted DANC for debt service
Other (Interest, Penalties, Misc.)	\$ 89,303	\$ 79,808	\$ 85,884	\$ 74,095	\$ 384,815	\$ 382,026	\$ 78,425	\$ 78,642	\$ 78,861	101%	-1%	-79%	0%	0%	Incremental increases
Interfund Transfers	\$ 15,681	\$ 29,010	\$ 60,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	#DIV/0!	0%	0%	0%	0%	Decreasing transfers from Debt Service Fund
Total Revenues	\$ 5,097,659	\$ 5,007,958	\$ 5,415,975	\$ 5,020,992	\$ 5,800,734	\$ 5,901,803	\$ 5,603,662	\$ 5,606,350	\$ 5,614,377	4%	5%	1%	3%	-1%	
Expenditures	-	-	-	-	-	-	-	-	-						
Personal Services	\$ 1,381,043	\$ 1,395,078	\$ 1,368,135	\$ 1,392,058	\$ 1,464,720	\$ 1,506,542	\$ 1,541,917	\$ 1,586,761	\$ 1,627,940	2%	3%	2%	3%	3%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay	\$ 25,262	\$ 84,973	\$ 58,207	\$ 48,820	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	N/A	N/A	N/A	N/A	CPI
Contractual	\$ 1,677,217	\$ 1,571,074	\$ 1,596,463	\$ 1,946,762	\$ 2,171,501	\$ 2,200,154	\$ 2,154,132	\$ 2,182,556	\$ 2,211,355	7%	1%	-2%	1%	1%	CPI
Debt Service (Principal and Interest)	\$ 608,596	\$ 825,021	\$ 851,096	\$ 920,636	\$ 968,393	\$ 1,051,301	\$ 1,059,094	\$ 963,427	\$ 947,274	13%	9%	1%	-9%	-2%	Per debt schedules plus projected new debt
Employee Benefits	\$ 1,144,680	\$ 1,188,943	\$ 1,122,756	\$ 944,585	\$ 1,074,161	\$ 1,122,664	\$ 1,178,304	\$ 1,243,289	\$ 1,309,263	-1%	5%	5%	6%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds	\$ 345,667	\$ 90,500	\$ 15,000	\$ 15,000	\$ 228,000	\$ 266,000	\$ 175,000	\$ 125,000	\$ 105,000	316%	17%	-34%	-29%	-16%	Projected capital project transfers
Total Expenditures	\$ 5,182,465	\$ 5,155,589	\$ 5,011,658	\$ 5,267,861	\$ 5,906,775	\$ 6,146,661	\$ 6,108,447	\$ 6,101,033	\$ 6,200,832	3%	5%	5%	4%	1%	
	0	0	0	(0)	-	0	(0)	0	-						
Surplus (Deficit)	\$ (84,806)	\$ (147,631)	\$ 404,317	\$ (246,869)	\$ (106,041)	\$ (244,858)	\$ (504,785)	\$ (494,683)	\$ (586,454)						
Potential Strategies to Promote Fiscal Balance															
<i>Describe Local Actions</i>															
Increase water rates (FY 19/20) = 4.50%						\$ 217,446	\$ 217,446	\$ 217,446	\$ 217,446						
Increase water rates (FY 20/21) = 5.00%						\$ -	\$ 252,480	\$ 252,480	\$ 252,480						
Increase water rates (FY 21/22) = 1.00%						\$ -	\$ -	\$ 53,020	\$ 53,020						
Increase water rates (FY 22/23) = 1.00%						\$ -	\$ -	\$ -	\$ 53,550						
Appropriate/ (replenish) fund balance					\$ 106,041	\$ 27,412	\$ 34,859	\$ (28,263)	\$ 9,958						
<i>Describe Other Actions</i>															
Total Effect of Potential Strategies to Promote Fiscal Balance					\$ 106,041	\$ 244,858	\$ 504,785	\$ 494,683	\$ 586,454						
Budgetary Reserves and Other Net Assets															
Fund Equity, Beg. of Year	\$ 1,163,798	\$ 830,820	\$ 832,498	\$ 1,407,250	\$ 1,160,381	\$ 1,054,340	\$ 809,482	\$ 304,697	\$ (189,986)						
Liability	\$ (248,172)	\$ 149,309	\$ 170,435	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Fund Equity, End of Year	\$ 830,820	\$ 832,498	\$ 1,407,250	\$ 1,160,381	\$ 1,054,340	\$ 809,482	\$ 304,697	\$ (189,986)	\$ (776,440)						
Reserved Fund Balance - Encumbrances	\$ 94,038	\$ 4,729	\$ 29,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Reserved Fund Balance - Debt Service	\$ 15,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance - Appropriated	\$ 174,290	\$ -	\$ -	\$ 106,041	\$ -	\$ -	\$ -	\$ -	\$ -						
Unappropriated	\$ 546,811	\$ 827,769	\$ 1,377,952	\$ 1,054,340	\$ 1,054,340	\$ 809,482	\$ 304,697	\$ (189,986)	\$ (776,440)						
Unreserved Unappropriated Fund Balance as % of next fiscal year revenues BEFORE rate adjustments	10.92%	15.28%	27.44%	18.18%	17.86%	14.45%	5.43%	-3.38%	-13.83%						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance															
New Surplus (Deficit)					\$ -	\$ (27,412)	\$ (34,859)	\$ -	\$ -						
Fund Equity, Beg. of Year					\$ 1,160,381	\$ 1,054,340	\$ 1,026,928	\$ 992,069	\$ 992,069						
Fund Equity, End of Year					\$ 1,054,340	\$ 1,026,928	\$ 992,069	\$ 992,069	\$ 992,069						
Reserved Fund Balances					\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance					\$ 1,054,340	\$ 1,026,928	\$ 992,069	\$ 992,069	\$ 992,069						
Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments	10.92%	15.28%	27.44%	18.18%	17.23%	18.33%	17.70%	17.67%	17.67%						

City of Watertown
Five Year Financial Plan, Fiscal Years 2018/19 through 2022/23
Sewer Fund

										Avg. Annual Increase 2010- present	Assumptions 2018/19 - 2021/22				
	Actual		Estimate		Adopted	Forecast					2019-20	2020-21	2021-22	2022-23	Description
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23		2019-20	2020-21	2021-22	2022-23	
Revenues															
Sewer Rents and Charges	\$ 5,708,521	\$ 5,627,600	\$ 6,067,484	\$ 5,703,470	\$ 6,152,103	\$ 6,225,186	\$ 6,223,259	\$ 6,311,280	\$ 6,310,108	2%	1%	0%	1%	0%	Sewer rents held constant, adjusted DANC for debt service
Other (Interest, Penalties, Misc.)	\$ 136,709	\$ 107,854	\$ 86,599	\$ 88,232	\$ 112,000	\$ 112,396	\$ 112,797	\$ 113,203	\$ 113,615	-3%	0%	0%	0%	0%	Held constant
Interfund Transfers	\$ 17,367	\$ 791,701	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	#DIV/0!	0%	0%	0%	0%	Decreasing transfers from Debt Service Fund
Total Revenues	\$ 5,862,597	\$ 6,527,155	\$ 6,154,083	\$ 5,791,702	\$ 6,265,103	\$ 6,338,581	\$ 6,337,056	\$ 6,425,483	\$ 6,424,723	2%	1%	0%	1%	0%	
Expenditures	-	-	-	-	-	-	-	-	-						
Personal Services	\$ 1,219,652	\$ 1,214,580	\$ 1,204,316	\$ 1,178,674	\$ 1,281,001	\$ 1,325,032	\$ 1,358,562	\$ 1,404,054	\$ 1,444,360	1%	3%	3%	3%	3%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay	\$ 180,587	\$ 245,931	\$ 104,595	\$ 279,479	\$ 96,000	\$ -	\$ -	\$ -	\$ -	20%	-100%	#DIV/0!	#DIV/0!	#DIV/0!	CPI
Contractual	\$ 2,233,574	\$ 2,098,093	\$ 2,379,321	\$ 2,264,708	\$ 2,517,051	\$ 2,324,141	\$ 2,342,198	\$ 2,359,950	\$ 2,377,394	3%	-8%	1%	1%	1%	CPI
Debt Service (Principal and Interest)	\$ 940,627	\$ 1,145,612	\$ 1,112,484	\$ 1,161,164	\$ 1,439,851	\$ 1,395,002	\$ 1,486,671	\$ 1,567,880	\$ 1,690,503	12%	-3%	7%	5%	8%	Per debt schedules plus projected new debt
Employee Benefits	\$ 851,709	\$ 956,820	\$ 1,024,051	\$ 851,970	\$ 862,838	\$ 901,638	\$ 945,466	\$ 997,149	\$ 1,049,069	1%	4%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds	\$ 60,000	\$ 15,000	\$ 912,229	\$ 176,092	\$ 520,000	\$ 784,000	\$ 115,000	\$ 450,000	\$ 60,000	1505%	51%	-85%	291%	-87%	Projected capital project transfers
Total Expenditures	\$ 5,486,149	\$ 5,676,034	\$ 6,736,996	\$ 5,912,086	\$ 6,716,741	\$ 6,729,812	\$ 6,247,897	\$ 6,779,032	\$ 6,621,326	6%	0%	-7%	9%	-2%	
	(0)	0	0	(0)	-	0	0	-	0						
Surplus (Deficit)	\$ 376,448	\$ 851,121	\$ (582,914)	\$ (120,385)	\$ (451,638)	\$ (391,231)	\$ 89,159	\$ (353,549)	\$ (196,603)						
Potential Strategies to Promote Fiscal Balance															
Describe Local Actions															
Increase sewer rates (FY 19/20) = 0.00%							\$ -	\$ -	\$ -	\$ -					
Increase sewer rates (FY 20/21) = 0.00%							\$ -	\$ -	\$ -	\$ -					
Increase sewer rates (FY 21/22) = 0.00%							\$ -	\$ -	\$ -	\$ -					
Increase sewer rates (FY 22/23) = 2.00%							\$ -	\$ -	\$ -	\$ 78,502					
Appropriate/ (replenish) fund balance					\$ 451,638	\$ 391,231	\$ (89,159)	\$ 353,549	\$ 118,101						
Describe Other Actions															
Total Effect of Strategies to Promote Fiscal Balance					\$ 451,638	\$ 391,231	\$ (89,159)	\$ 353,549	\$ 196,603						
Budgetary Reserves and Other Net Assets															
Fund Equity, Beg. of Year	\$ 1,309,307	\$ 1,461,378	\$ 2,601,262	\$ 2,179,855	\$ 2,059,471	\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212						
Prior Period Adjustment for Pension Liability															
Liability	\$ (224,377)	\$ 288,763	\$ 161,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Fund Equity, End of Year	\$ 1,461,378	\$ 2,601,262	\$ 2,179,855	\$ 2,059,471	\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212	\$ 755,610						
Reserved Fund Balance - Encumbrances	\$ 221,342	\$ 16,980	\$ 13,084	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Reserved Fund Balance - Debt Service	\$ 19,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance - Appropriated	\$ 73,053	\$ 140,048	\$ 112,971	\$ 451,638	\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance	\$ 1,147,280	\$ 2,444,234	\$ 2,053,801	\$ 1,607,833	\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212	\$ 755,610						
Unreserved Unappropriated Fund Balance as % of next fiscal year revenues BEFORE rate adjustments	17.58%	39.72%	35.46%	25.66%	25.37%	19.20%	20.32%	14.82%	11.76%						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance															
New Surplus (Deficit)					\$ (451,638)	\$ (391,231)	\$ 89,159	\$ (353,549)	\$ (118,101)						
Fund Equity, Beg. of Year					\$ 2,059,471	\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212						
Fund Equity, End of Year					\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212	\$ 834,112						
Reserved Fund Balances					\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance					\$ 1,607,833	\$ 1,216,602	\$ 1,305,762	\$ 952,212	\$ 834,112						
Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments	17.58%	39.72%	35.46%	25.66%	25.37%	19.20%	20.32%	14.82%	12.98%						

EXEMPTION IMPACT REPORT



**NYS BOARD OF REAL PROPERTY SERVICES
LOCAL GOVERNMENT EXEMPTION IMPACT REPORT**

(for local use only -- not to be filed with NYS Board of Real Property Services)

Date: 04/11/2018

Taxing Jurisdiction: City of Watertown

Fiscal Year Beginning: July 1, 2018

Total equalized value in taxing jurisdiction: \$1,671,376,743

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Total Equalized Value (Column E)	Percentage of Value Exempted (Column F)
12100	NYS - GENERALLY	RPTL 404(1)	39	\$21,154,263	1.27%
13100	CO - GENERALLY	RPTL 406(1)	52	\$52,657,600	3.15%
13350	CITY - GENERALLY	RPTL 406(1)	207	\$117,354,632	7.02%
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	\$263,158	0.02%
13800	SCHOOL DISTRICT	RPTL 408	13	\$38,607,158	2.31%
14100	USA - GENERALLY	RPTL 400(1)	1	\$9,767,053	0.58%
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	9	\$13,420,526	0.80%
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	PUB HSNG L 52(3)&(5)	11	\$20,878,526	1.25%
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	9	\$1,457,579	0.09%
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	60	\$49,570,096	2.97%
25120	NONPROF CORP - EDUCL(CONST PROT)	RPTL 420-a	4	\$18,049,474	1.08%
25130	NONPROF CORP - CHAR (CONST PROT)	RPTL 420-a	8	\$9,334,526	0.56%
25210	NONPROF CORP - HOSPITAL	RPTL 420-a	12	\$72,604,263	4.34%
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	22	\$13,574,421	0.81%
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	2	\$875,053	0.05%
25500	NONPROF MED, DENTAL, HOSP SVCE	RPTL 486	2	\$1,611,368	0.10%
26100	VETERANS ORGANIZATION	RPTL 452	2	\$727,474	0.04%
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	1	\$300,526	0.02%
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	2	\$2,739,053	0.16%
28520	NOT-FOR-PROFIT NURSING HOME CO	RPTL 422	1	\$22,284,947	1.33%
28540	NOT-FOR-PROFIT HOUS CO - HOSTELS	RPTL 422	19	\$2,496,263	0.15%
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	8	\$19,789	0.00%
41111	VET PRO RATA: FULL VALUE ASSMT	RPTL 458(5)	26	\$1,186,575	0.07%
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	340	\$4,481,637	0.27%
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	468	\$10,409,358	0.62%
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	287	\$8,411,382	0.50%
41800	PERSONS AGE 65 OR OVER	RPTL 467	71	\$2,042,649	0.12%
44213	HOME IMPROVEMENTS	RPTL 421-f	4	\$29,764	0.00%
44216	HOME IMPROVEMENTS	RPTL 421-f	31	\$421,579	0.03%
47200	RAILROAD - PARTIALLY EXEMPT	RPTL 489-d&dd	1	\$3,028,278	0.18%
47611	BUSINESS INVESTMENT PROPERTY POST 8/5/95	RPTL 485-b	31	\$6,154,782	0.37%
47670	PROPERTY IMPRVMT IN EMPIRE ZONE	RPTL 485-e	8	\$2,555,368	0.15%
48660	HOUSING DEVELOPMENT FUND CO	P H F I L 577,654-a	8	\$22,223,368	1.33%
48670	REDEVELOPMENT HOUSING CO	P H F I L 125 & 127	3	\$7,377,526	0.44%
Totals			1763	\$538,070,014	32.19%

The exempt amounts do not take into consideration any payments for municipal services.

Amount, if any, attributed to payments in lieu of taxes: \$143,729.00

(details contained on RP-495-PILOT)



Date: 04/11/2018

Taxing Jurisdiction: City of Watertown

Fiscal Year Begining: July 1, 2018

Total equalized value in taxing jurisdiction: \$ 1,671,376,743

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City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
U.S.A. OWNED - RPTL §400(1) \$9,278,700 - 0.58% # of parcels 1 PILOT Payments \$0 Impact* \$7.94 STATE MANDATED	Real property that is owned by the U.S. Government.
NYS OWNED - RPTL §404(1) \$20,151,650 - 1.27% # of parcels 40 PILOT Payments \$0 Impact* \$17.07 STATE MANDATED	Real property owned by the State of New York or any of its departments or agencies.
CITY OWNED - RPTL §406(1) \$111,486,900 - 7.02% # of parcels 207 PILOT Payments \$0 Impact* \$87.19 STATE MANDATED	Real property that is owned by a city, is located within the boundaries of the owning municipal corporation, and is held for public use.
COUNTY OWNED - RPTL §406(1) \$50,024,720 - 3.15% # of parcels 52 PILOT Payments \$0 Impact* \$41.26 STATE MANDATED	Real property that is owned by a county, is located within the boundaries of the owning municipal corporation, and is held for public use.
SCHOOLPROP - RPTL §408 \$36,676,800 - 2.31% # of parcels 13 PILOT Payments \$0 Impact* \$30.61 STATE MANDATED	Real property owned by a school district or Board of Cooperative Educational Services (BOCES).
Ind Develop Agency - RPTL §412-a & Gen Muny L §874 \$12,749,500 - 0.80% # of parcels 9 PILOT Payments \$29,802 Impact* \$7.94 STATE MANDATED	Real property that is owned or under the control of a municipal industrial development agency (IDA) and is located and used as required.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

NotForProfit-Char - RPTL §420-a \$8,867,800 - 0.56% # of parcels 8 PILOT Payments \$0 Impact* \$7.59 STATE MANDATED	Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for charitable purposes and is used for carrying out this purpose.
NotForProfit-Educ - RPTL §420-a \$17,147,000 - 1.08% # of parcels 4 PILOT Payments \$0 Impact* \$14.57 STATE MANDATED	Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for educational purposes and is used for carrying out this purpose.
NotForProfit-Hosp - RPTL §420-a \$68,974,050 - 4.34% # of parcels 12 PILOT Payments \$0 Impact* \$55.95 STATE MANDATED	Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for hospital purposes and is used for carrying out this purpose.
NotForProfit-Moral - RPTL §420-a \$12,895,700 - 0.81% # of parcels 22 PILOT Payments \$0 Impact* \$11.00 STATE MANDATED	Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for the moral or mental improvement of men, women, or children and is used for carrying out this purpose.
NotForProfit-Relig - RPTL §420-a \$46,950,191 - 2.96% # of parcels 59 PILOT Payments \$0 Impact* \$38.83 STATE MANDATED	Real property that is owned by a nonprofit corporation or association organized or conducted exclusively for religious purposes and is used for carrying out this purpose.
HOSTEL - RPTL §422 \$2,371,450 - 0.15% # of parcels 19 PILOT Payments \$0 Impact* \$2.04 STATE MANDATED	Real property owned by certain private housing companies that is used for a hostel for the mentally ill or retarded.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
NOPROF-HSG - RPTL §422 \$2,602,100 - 0.16% # of parcels 2 PILOT Payments \$0 Impact* \$2.24 STATE MANDATED	This exemption applies to property owned by certain private housing companies that is used for housing and auxiliary facilities for aged persons of low income.
NPROFNURSG - RPTL §422 \$21,170,700 - 1.33% # of parcels 1 PILOT Payments \$0 Impact* \$17.92 STATE MANDATED	Real property owned by certain private housing companies that is used for a nursing home or other health-related facility for low-income persons.
CEMTRYASSC - RPTL §446 \$285,500 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.25 STATE MANDATED	Real property that is actually and exclusively used for cemetery purposes, or consists of unimproved land in which interments are reasonably and in good faith anticipated.
Veterans Organization - RPTL §452 \$691,100 - 0.04% # of parcels 2 PILOT Payments \$0 Impact* \$0.60 STATE MANDATED	Real property owned by a corporation, association, or post of war veterans of the U.S. Armed Forces (such as the American Legion).
Religious Residence - RPTL §462 \$1,384,700 - 0.09% # of parcels 9 PILOT Payments \$0 Impact* \$1.19 STATE MANDATED	Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.
NOPROFMED - RPTL §486 & Ins L §4310(j) \$1,530,800 - 0.10% # of parcels 2 PILOT Payments \$0 Impact* \$1.32 STATE MANDATED	Real property owned by nonprofit medical indemnity corporations, dental indemnity corporations, health service corporations, and hospital service corporations.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
RAILROAD - RPTL §489-d, 489-dd	Transportation property of railroads receiving ceiling values determined by the NYS Board of Real Property Services is exempt from taxation and special ad valorem levies to the extent that its assessed value exceeds the ceiling value.
\$2,876,864 - 0.18%	
# of parcels 1	
PILOT Payments \$0	
Impact* \$2.48	
STATE MANDATED	

Sub Totals for State Mandated Exemptions

Exempt amount \$428,116,225

of parcels 464

% of assessment roll 26.96%

PILOT payments \$29,802.00

Impact* \$347.97

Name - Legal Authority	Description
PHFL Article 5 - PHFL §125, §127	New or rehabilitated dwellings that are located in substandard or insanitary areas, owned by redevelopment companies, and used for low-income or moderate-income housing.
\$7,008,650 - 0.44%	
# of parcels 3	
PILOT Payments \$24,007	
Impact* \$3.63	
LOCAL OPTION	
Housing Dev Fund CTS - PHFL §577(1),(3)	Real property that is owned or under the control of a housing development fund company which is a subsidiary of the NYS Urban Development Corporation (UDC) but is not organized on a not-for-profit basis, and is used for co-op low-income housing.
\$21,112,200 - 1.33%	
# of parcels 8	
PILOT Payments \$34,549	
Impact* \$14.49	
LOCAL OPTION	
Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6)	Real property that is owned or under the control of a municipal housing authority (MHA), financed or aided by a municipality or the federal government, but not by New York State, and used for low-income housing.
\$19,834,600 - 1.25%	
# of parcels 11	
PILOT Payments \$55,371	
Impact* \$11.38	
LOCAL OPTION	

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
Town O/S Limits - RPTL §406(2) \$250,000 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.22 LOCAL OPTION	Two types of property owned by a town outside its boundaries: (1) a sewage disposal plant or system owned by any municipality and (2) a water plant, pumping station, water treatment plant, watershed, or reservoir. The exemption is allowed only if agreed to in writing by the governing board of the taxing jurisdiction in which the property is located.
NotForProfit-Permis - RPTL §420-b \$831,300 - 0.05% # of parcels 2 PILOT Payments \$0 Impact* \$0.72 LOCAL OPTION	Real property that is owned by a nonprofit corporation or association organized exclusively for one or more specific purposes (bible, tract, benevolent, missionary, infirmary, public playground, scientific, literary, bar association, medical society, library, patriotic, historical, development of good sportsmanship for persons under age 18 through the conduct of supervised athletic games, or enforcement of laws relating to children or animals) and is used exclusively for carrying out one or more of these purposes. Each of these purposes is exempt unless specifically revoked by local law, ordinance, or resolution (after a public hearing).
Home Imp 421-F City - RPTL §421-f \$28,276 - 0.00% # of parcels 4 PILOT Payments \$0 Impact* \$0.02 LOCAL OPTION	One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$80,000. This exemption applies only to the City and is given only in the event that the exemption is greater than the \$50,000 School limit.
Home Imp 421-F City &S - RPTL §421-f \$400,500 - 0.03% # of parcels 31 PILOT Payments \$0 Impact* \$0.35 LOCAL OPTION	One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$50,000.
% VET CT - RPTL §458 \$1,127,246 - 0.07% # of parcels 26 PILOT Payments \$0 Impact* \$0.97 LOCAL OPTION	Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds". Before it's repeal in 1994 this exemption was given to all recipients of the standard eligible fund exemption requiring a change to the exempt amount in proportion to the change in assessed value of the veteran's property resulting from a revaluation.
VETFUNDC/T - RPTL §458 \$18,800 - 0.00% # of parcels 8 PILOT Payments \$0 Impact* \$0.02 LOCAL OPTION	Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds".

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
VET COM CT - RPTL §458-a \$9,888,890 - 0.62% # of parcels 468 PILOT Payments \$0 Impact* \$8.46 LOCAL OPTION	The primary residence of a veteran of the United States Armed Services who actively served during a period of war and served in a combat zone.
VET DIS CT - RPTL §458-a \$7,990,813 - 0.50% # of parcels 287 PILOT Payments \$0 Impact* \$6.85 LOCAL OPTION	The primary residence of a veteran who sustained service-related disabilities, as evidenced by receipt of disability compensation rating from the Veterans Administration or the Department of Defense are eligible for a percentage exemption equal to one-half of their disability rating.
VET WAR CT - RPTL §458-a \$4,257,555 - 0.27% # of parcels 340 PILOT Payments \$0 Impact* \$3.66 LOCAL OPTION	The primary residence of a veteran of the United States Armed Services who actively served during a period of war.
AGED C/T/S - RPTL §467 \$1,940,517 - 0.12% # of parcels 71 PILOT Payments \$0 Impact* \$1.67 LOCAL OPTION	Real property that is owned by persons 65 years of age or older whose income does not exceed \$18,500.
Bus Improv 485-B - RPTL §485-b \$5,847,043 - 0.37% # of parcels 31 PILOT Payments \$0 Impact* \$5.02 LOCAL OPTION	Newly constructed commercial and industrial facilities at a cost exceeding \$10,000 are exempt for 50% of new construction's value. Exemption decreases each year until fully taxable in year 11.
EDZ 485-E - RPTL §485-e \$2,427,600 - 0.15% # of parcels 8 PILOT Payments \$0 Impact* \$2.09 LOCAL OPTION	Real property that is located in a designated empire zone and is constructed or improved after the zone is designated is exempt for 100% of new construction value for 7 years. Exemption expires in year 11 after 3 years of partial exemption.

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

City of Watertown 2018 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

Sub Totals for Local Option Exemptions

Exempt amount \$82,963,990

of parcels 1299

% of assessment roll 5.23%

PILOT payments \$113,927.00

Impact* \$59.54

Grand Totals for All Exemptions

Exempt amount \$511,080,215

of parcels 1763

% of assessment roll 32.19%

PILOT payments \$143,729.00

Impact* \$407.51

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,449 and a tax levy of \$9,312,182 (Final) .

FEES AND CHARGES SCHEDULE



City of Watertown

City Fees and Charges Schedule

Effective: July 1, 2018

City of Watertown

City Fees and Charges Schedule

City Clerk Fees

Certified Copies

Certified Birth Certificate	\$10.00
Certified Death Certificate	\$10.00
Certified Marriage Certificate	\$10.00
Genealogy Search	\$22.00

Marriage License and Wedding Ceremony

Marriage License	\$40.00
Duplicate Marriage License	\$20.00
Wedding Ceremony	\$70.00

Dog License

Spayed or Neutered, per year	\$10.00
Not Spayed or Neutered, per year	\$20.00

Handicap Parking Permit

Permanent or Temporary	No Fee
Replacement for Lost Permit	\$2.00 processing fee

Racing and Wagering

Bingo, per occasion	\$18.75 + 3% of proceeds
Bell Jar, per year	\$25.00
Casino Nights, per occasion	\$25.00 + 5% of proceeds
Raffle - Category 1	\$25.00 + 2% of proceeds

Commissioner of Deeds

Application Fee	\$25.00
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Business Permits and Licenses

Vending in Public Streets, per year	\$100.00
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Garbage Collector, Private, per year

License Fee	\$250.00
Each Additional Vehicle	\$125.00
Inspection Fee for Each Vehicle	\$45.00

Liquidation Sale, per month

License Fee for 30 Days	\$500.00
Renewal of License for Additional 30 Days	\$50.00

If Sale is completed within 30 days, fee will be refunded all except for \$75

Copy of City of Watertown Code Book

Current Cost of Publication

Copies

\$0.25 per page

Credit Card Processing Fees (In-Person)

Debit: \$2.50 flat fee per transaction*

Credit: \$2.50 flat fee for transaction up to \$50; 4% of transaction for fee over \$50*

* Based on current merchant agreement

City of Watertown

City Fees and Charges Schedule

City Comptroller Fees

Parking Ticket	\$30.00
15 Days After Issue Date	\$40.00
30 Days After Issue Date	\$45.00
Handicap Parking Ticket	\$50.00
Second or Subsequent Offense Within 2 Years	\$75.00
Returned Check Fee	\$20.00
Tax Certification	\$5.00
Tax Search	\$10.00
Lien Search Fee	\$95.00
Tax Sale Advertising Fee	\$15.00
Tax Sale Certificate Filing Fee	\$50.00
Tax Deed Preparation Fee	\$15.00
Online Bill Payment Processing Fee	
Presently for City Tax Bills, County Tax Bills, Delinquent School Tax Bills, Water/Sewer Bills and Sewer Permit Bills	
Debit/Credit	2.85% + \$0.28 per transaction*
eCheck	\$2.50 per transaction*

* Based on current merchant agreement

City of Watertown
City Fees and Charges Schedule

Civil Service Fees

Open Competitive and Promotional Exams	\$15.00
Decentralized Exams	\$15.00
Uniformed Service Exams	\$25.00
Uniformed Promotional Exams	\$15.00

City of Watertown

City Fees and Charges Schedule

Code Enforcement Fees

Building Fees for New Construction

Permit Fee Based on Estimated Cost of Work*

\$0 - \$500	\$5.00 (minimum fee)
\$501 - \$2,000	\$34.50
\$2,001 - \$25,000	\$34.50 for the first \$2,000; \$4.50 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$138.00 for the first \$25,000; \$2.00 for each additional \$1,000 or fraction thereof
\$50,000 - \$100,000	\$188.00 for the first \$50,000; \$2.00 for each additional \$1,000 or fraction thereof
\$100,000 - \$250,000	\$288.00 for the first \$100,000; \$2.00 for each additional \$1,000 or fraction thereof
\$250,001 - \$500,000	\$588.00 for the first \$250,000; \$1.90 for each additional \$1,000 or fraction thereof
\$500,001 - \$1,000,000	\$1,063.00 for the first \$500,000; \$1.80 for each additional \$1,000 or fraction thereof
\$100,001 - \$5,000,000	\$1,963.00 for the first \$1,000,000; \$1.75 for each additional \$1,000 or fraction thereof

* Estimated Cost of Work for New Construction Calculated as Follows

Residential	\$150.00 per sq ft
Commercial	\$300.00 per sq ft
Industrial	\$400.00 per sq ft
Garage/Misc.	\$30.00 per sq ft

Building Fees for Maintenance & Repairs

Permit Fee Based on Estimated Cost of Work**

\$0 - \$500	\$5.00 (minimum fee)
\$501 - \$2,000	\$5.00 for the first \$500; \$2.00 for each additional \$100 or fraction thereof
\$1,001 and above	\$17.00 for the first \$1,000; \$2.00 for each additional \$1,000 or fraction thereof

** Estimated Cost of Work for Maintenance & Repairs Calculated as Follows

Residential	\$50.00 per sq ft
Commercial	\$100.00 per sq ft
Industrial	\$150.00 per sq ft
Garage/Misc.	\$15.00 per sq ft

Penalty Fee (Work Prior To Permit)

\$50.00

City of Watertown

City Fees and Charges Schedule

Code Enforcement Fees (con't)

Various Permits

Sign - Residential	\$10.00
Sign - Business	\$75.00
Sign - Billboard/Sky Sign	\$100.00
Furnace	\$20.00
Woodstove	\$20.00
Hot Water Heater	\$20.00
Plumbing	\$20.00
Propane	\$20.00
Fence	\$20.00
Alarm System	\$20.00
Blasting	\$20.00
Fireworks	\$20.00
Operating Permit	\$20.00

Certificate of Occupancy

Final Certificate of Occupancy	\$0.00
First Provisional Certificate of Occupancy (up to 120 Days)	\$50.00
Extension Beyond the 120 Days From Date of Issuance	\$150.00

Certificate of Compliance

\$20.00

Licensed Master Plumber

Application Fee	\$50.00
Examination Fee (3 Exams)	\$75.00 per exam
Re-Examination Fee After 3 Months (3 Exams)	\$100.00 per exam
License Fee, Annual	\$250.00
Replacement of License Due to Loss	\$5.00

Demolition of Property Surcharge *

\$3,000.00

* in addition to direct costs of demolition

Code Violation Surcharge **

\$250.00

**in addition to actual cost of restraining, correcting or abating such condition (minimum charge of one hour labor and one hour equipment) plus materials [Code Section 120-37]

Miscellaneous Fees

Records Search	\$0.00
Plan Review - Residential 1 & 2 Family	\$0.00
Plan Review - Multifamily/Commercial & Industrial	
Projects costing \$19,999 or less	\$0.00
Projects costing \$20,000 or more w/NYS required stamped plans	\$50.00 per hour plus cost of permit
Black and White Photo Copies	\$0.25 per page
Color Photo Copies	\$1.00 per page

City of Watertown

City Fees and Charges Schedule

Department of Public Works

Refuse and Garbage

Trash Sticker For Bag	\$3.25
Trash Tote Service	
32-Gallon Tote	\$48.10 per quarter
64-Gallon Tote	\$72.15 per quarter
96-Gallon Tote	\$96.20 per quarter

Property Maintenance Violation

Non-Sticker Bag Removal	\$5.00 per bag
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Bulk Drop Off Program (Fall Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

On-Demand Bulk Item Curbside Collection Service (Summer Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

Bus Fares

Individual Base Fare Adult	\$1.50
Individual Base Fare Adult, Half-Fare *	\$0.75
Children Under 12	\$0.50
Children Under 12, Half-Fare *	\$0.25
Transfer	No Charge
Coupon Book:	
Regular (10 Rides)	\$10.00
Regular (10 Rides), Half-Fare *	\$5.00
Regular (20 Rides)	\$20.00
Regular (20 Rides), Half-Fare *	\$10.00
Monthly Unlimited	\$40.00
Monthly Unlimited, Half-Fare *	\$20.00

* Half-Fare rate applies to senior citizens (65 years of age or older) and persons with disabilities and Medicare cardholders

Paratransit

Individual	\$3.00
(Fee based on two times the cost of standard Individual Base Fare Adult and allows for passenger and one caregiver)	

Snow Dump Permit

Per Truck, Up To Three Trucks Per Business	\$150.00
Flat Fee For Four or More Trucks Per Business	\$600.00

City of Watertown

City Fees and Charges Schedule

Department of Public Works (con't)

Advertising Displays on CitiBus (prices do not include cost of sign)

Street Side Showcase (30" x 88")

Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00

Curb Side Showcase (30" x 48")

Monthly Per Bus	\$45.00
Monthly On All Buses	\$225.00
Yearly On All Buses *	\$2,700.00

Front Showcase (12" x 40")

Monthly Per Bus	\$50.00
Monthly On All Buses	\$250.00
Yearly On All Buses *	\$3,000.00

Rear Showcase (12" x 60")

Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00

Interior Advertising (11" x 28")

Monthly On All Buses	\$100.00
Yearly On All Buses *	\$1,200.00

* 10% Discount if year is paid in full

Conduit Access

Initial Fee	\$500.00
Monthly Fee, Per Foot of Conduit	\$0.031

Per the Franchise agreement - "If the City is required to be on-site for any request, an hourly rate of \$200 per hour will be assessed."

City of Watertown

City Fees and Charges Schedule

Engineering Fees

Zoning Reviews

Special Use Permit	\$100.00
Site Plan Minor Review *	\$150.00
Site Plan Major Review **	\$250.00
Site Plan Waiver	\$50.00
Variance of Use or Area	\$150.00
Zone Change	\$100.00
Subdivision Review	\$150.00

* Site Plan Minor is defined as neither a Site Plan Waiver nor a Site Plan Major

** Site Plan Major is defined as a site plan approval application which involves the disturbance of 1 acre or more of ground/soil disturbance and/or construction

Floodplain Development Permit***	\$25.00
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***in addition to any costs necessary for the review, inspection and approval of the project

Dumpster Permit	\$50.00
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Sidewalk Permit	\$0.00
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Curbs and Pavement Cuts

Curb Cuts	\$100.00
Pavement Cuts, up to 3 sq yds	\$200.00
Pavement Cuts, each additional sq yd thereafter	\$30.00
Specialty Pavement Cut	\$150.00 + actual cost of repair and replacement

Septic Tanks and Lateral Disconnections

Septic Tank Permit	\$50.00
Disconnect & Plugging of Unused or Abandoned Lateral Sewers	\$50.00
Repair/Renewal of Existing Sanitary	\$0.00

Sewer Permits - Inside the City

Residential Sanitary	\$100.00
Residential Storm	\$100.00
Commercial Sanitary	\$200.00
Commercial Storm	\$200.00
Industrial Sanitary	\$300.00
Industrial Storm	\$300.00

Sewer Permits - Outside the City

Residential Sanitary	\$300.00
Residential Storm	\$300.00
Commercial Sanitary	\$550.00
Commercial Storm	\$550.00
Industrial Sanitary	\$550.00
Industrial Storm	\$550.00

City of Watertown

City Fees and Charges Schedule

Parks and Recreation Fees

Arena - Ice Time for Groups	City Resident	Non City Resident
Minor Hockey & Figure Skating / Student Groups		\$80.00 per hour
Adult and Non City Groups		\$120.00 per hour
Events Where Admission / Donation is Charged	\$150.00	\$188.00 per hour
School Ice Skating (Monday - Friday 12:00 pm - 2:30 pm)	\$2 per student to cover cost of skating and rentals	

Arena - Ice Time	City Resident	Non City Resident
Public Skating	\$3.00	\$4.00 per day
Season Public Skating Pass	\$125.00	\$156.00 season
Family Ice Skating Pass	\$250.00	\$313.00 season
Skate & Shoot	\$5.00	\$6.00 per day
Season Skate & Shoot Pass	\$125.00	\$156.00 season
Season Skate & Shoot Pass and Public Skate	\$200.00	\$250.00 season
Ice Skate Rental	\$3.00	\$4.00 per day
Ice Skate Sharpening	\$5.00	\$6.00 per day
Rock & Skate	\$5.00	\$6.00 per day
Slip Slide & Skate		
Per Season	\$25.00	\$50.00 season
Per Season - With Skate Rental	\$35.00	\$70.00 season
Broomball	\$5.00	\$6.00 per day
Broomball Equipment Rental	\$3.00	\$4.00 per broom
Replacement ID Card	\$5.00	\$6.00 per card

Arena - Rental of Space	City Resident	Non City Resident
Arena Rental / Performances	\$1,000.00	\$1,250.00 per day
Performances - Day Before / After	\$500.00	\$625.00 per day
Arena Rental Non Ice Time	\$100.00	\$125.00 per hour
Multipurpose Room - Daily	\$100.00	\$125.00 per day
Multipurpose Room - Hourly	\$25.00	\$31.00 per hour
Vendor Space	\$100.00	\$125.00 per day
Large Stage Set Up	\$1,000.00	\$1,250.00 per event
Small Stage Set Up	\$500.00	\$625.00 per event
Large Bleacher Set Up	\$500.00	\$625.00 per event
Small Bleacher Set Up	\$250.00	\$313.00 per event
PA System Rental	\$50.00	\$63.00 per event
Hang Signage	\$50.00	\$63.00 per hour
Hospitality Room	\$250.00	\$313.00 per day
Office Rental - Seasonal	\$500.00	\$625.00 per season
Office Rental - Daily	\$50.00	\$63.00 per day
Birthday Party Room	\$50.00	\$63.00 per party
Arena Concession - Per Vendor	\$250.00	\$313.00 per day
Arena Concession - Unlimited Concession Stands	\$1,000.00	\$1,250.00 per day
Craft and Vendor Fairs - Booth w/o Electricity	\$40.00	\$50.00 per day
Craft and Vendor Fairs - Booth w/ Electricity	\$50.00	\$63.00 per day

City of Watertown

City Fees and Charges Schedule

Parks and Recreation Fees (con't)

Miscellaneous Arena Fees	City Resident	Non City Resident
Admission to Events		
Craft and Vendor Fairs	\$3.00	\$3.00 per day
Special Events Sponsored by Parks & Rec	\$5.00	\$5.00 per day
Advertising Fees		
Advertising Signs in Arena	\$400.00	\$500.00 May-Aug
Advertising on TV in Lobby	\$100.00	\$125.00 per month
 Chairs and Table Rental	 City Resident	 Non City Resident
Chair Rental: Up to 500 Chairs	\$1.00	\$1.25 per day
Chair Rental: 501 - 1000	\$0.75	\$1.00 per day
Chair Rental: 1001+	\$0.50	\$0.75 per day
Table Rental: 1 - 20 Tables	\$4.00	\$5.00 per day
Table Rental: 21+ Tables	\$3.00	\$4.00 per day
 Bubble Ball	 City Resident	 Non City Resident
Bubble Ball Rental	\$5.00	\$6.00
Bubble Ball Event Fee	\$100.00	\$125.00
 Field Rental	 City Resident	 Non City Resident
Fairgrounds Main Baseball Field - Grandstand		
Hourly	\$75.00	\$100.00 per hour
Lights	\$75.00	\$100.00 per day
Fairgrounds Main Multipurpose Field - Outdoor Stadium		
Hourly	\$75.00	\$100.00 per hour
Lights	\$75.00	\$100.00 per day
Fairgrounds Horse Ring	\$60.00	\$75.00 per day
Municipal Fairgrounds Rental	\$250.00	\$313.00 per day
Other Athletic Fields		
Hourly	\$20.00	\$25.00 per hour
Lights	\$30.00	\$38.00 per day
Performances	\$1,000.00	\$1,250.00 per day
Day Before / After	\$500.00	\$625.00 per day
Practice - Schools Within City Limits & JCC	50%	N/A per hr
 Field Rental For Tournaments	 City Resident	 Non City Resident
Main Fields - Non-Profit 501C3	\$41.00	\$51.00 per hour
Other Fields - Non-Profit 501C3	\$15.00	\$19.00 per hour
Regular For Profit Events	Hourly rate	Hourly rate per day
Additional Chalk Lining	\$25.00	\$31.00 per lining
 Naming Rights - Athletic Fields (5 year term - fields used mid-April through early-October)		
Regular Athletic Fields (11)		\$1,000 per year
Regular Athletic Fields with lights (4)		\$1,500 per year
Main Multi-Purpose Field (1)		\$3,000 per year
Grandstand (1)		\$5,000 per year
 Turf	 City Resident	 Non City Resident
	\$15.00	\$19.00 per bag

City of Watertown

City Fees and Charges Schedule

Parks and Recreation Fees (con't)

Parking	City Resident	Non City Resident
Parking - Arena Concert / Performance / Show	\$1,500.00	\$1,875.00 per event
Parking - Outdoor Events	\$3,000.00	\$3,750.00 per event

RV sites	City Resident	Non City Resident
With Utility Hookup	\$25.00	\$31.00 per night
Without Utility Hookup	\$15.00	\$19.00 per night

Jefferson County Agriculture Society Fair

Arena Rental - Fair	\$3,000.00	fair
RV Sites - Fair Week	\$75.00	per site
Concessions - Jeff Co Ag Society	\$1,000.00	fair

Marquee Advertising	City Resident	Non City Resident
Non Parks and Recreation Events - Daily	\$10.00	\$13.00 per day
Non Parks and Recreation Events - Weekly	\$50.00	\$63.00 per week

Miscellaneous Parks and Recreation Fees	City Resident	Non City Resident
Vendor Fee	\$50.00	\$63.00 per event
Vendor Fee - Large Event	\$300.00	\$375.00 per event
Alcohol Permit Processing Fee	\$10.00	\$13.00 per day

Pavilion Rentals	City Resident	Non City Resident
Mayor Butler Pavilion	\$50.00	\$63.00 per day
Fairgrounds Pavilion	\$50.00	\$63.00 per day
Veterans Memorial Pavilion	\$50.00	\$63.00 per day
Marble Park Pavilion	\$50.00	\$63.00 per day
Thompson Park		
Large Pavilion - One of Four Quarters	\$50.00	\$63.00 per day
Large Pavilion - Full	\$200.00	\$250.00 per day
Picnic Areas	\$10.00	\$13.00 per day
Rotary Pavilion	\$50.00	\$63.00 per day
Pinnacle Pavilion	\$50.00	\$63.00 per day
Band Stand	\$25.00	\$31.00 per day

Team Sports Programs

Men's and Coed Adult Softball	\$300.00	per team
Sunday Softball	\$300.00	per team
Volleyball Team	\$200.00	per team
Kickball Team	\$225.00	per team
Soccer Tournament	\$225.00	per team
Basketball Tournament	\$125.00	per team
Soccer Teams	\$225.00	per team

City of Watertown

City Fees and Charges Schedule

Parks and Recreation Fees (con't)

Baseball and Softball Adult	City Resident	Non City Resident
Athletic Tournaments	\$200.00	\$300.00 per team
 Parks and Recreation Programs	 City Resident	 Non City Resident
Tennis Clinic	\$30.00	\$60.00 per person
Golf Lessons	\$35.00	\$70.00 per person
Youth Baseball & Softball Leagues	\$15.00	\$30.00 per person
Youth Swimming Lessons	\$15.00	\$30.00 per person
Fishing Clinic	\$30.00	\$60.00 per person
Family Yoga	\$10.00	\$20.00 per person
Scuba Diving Lessons	\$30.00	\$60.00 per person
Kid's Zumba	\$15.00	\$30.00 per person
Youth Running Club	\$20.00	\$40.00 per person
Horseback Riding Lessons	\$50.00	\$100.00 per person
Archery Day Camp	\$15.00	\$30.00 per person
Archery Week Camp	\$40.00	\$80.00 per person
Boot Camp Exercise Program	\$25.00	\$50.00 per person
Youth Camps	\$25.00	\$50.00 per person
Parks and Recreation Classes	\$25.00	\$50.00 per person

City of Watertown City Fees and Charges Schedule

Police Fees

Bike License	\$1.00
Copies	\$0.25 per page
Incident Report	\$0.25 per page
Motor Vehicle Report	\$0.25 per page
Records (Background) Check	\$10.00

Police Academy

Tuition	\$1,700.00 per enrollee
Tuition Credits	\$25.00 per instructor hour provided to Academy Training
Books and Supplies	\$300.00