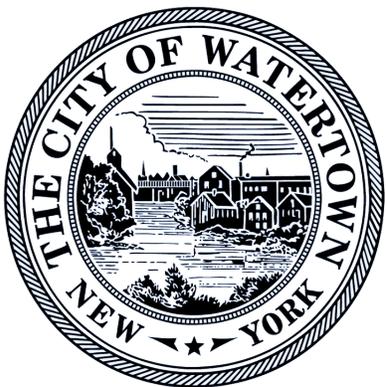


CITY OF  
WATERTOWN

# PROPOSED BUDGET

2024 – 2025



# **CITY OF WATERTOWN NEW YORK**

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## **2024-25 BUDGET**

### **City Council**

Sarah V.C. Pierce, Mayor

Robert O. Kimball

Lisa A. Ruggiero

Clifford G. Olney, III

Benjamin P. Shoen

### **City Manager**

Eric F. Wagenaar

### **City Management Team**

Assistant City Manager, Logan M. Eddy

City Assessor, Brian S. Phelps

City Attorney, Bond Schoeneck & King, PLLC

City Clerk, Ann M. Saunders

City Comptroller, James E. Mills

City Engineer, Thomas S. Compo

Confidential Secretary to the City Manager, Leta A. Harp

Executive Secretary to Civil Service, Angela M. Robbins

Fire Chief, Matthew R. Timerman

Human Resources Manager, Erica A. LeClerc

Information Technology Manager, David S. Wurzburg

Library Director, Suzanne C. Renzi-Falge

Planning & Community Development Director, Michael A. Lumbis

Police Chief, Charles P. Donoghue

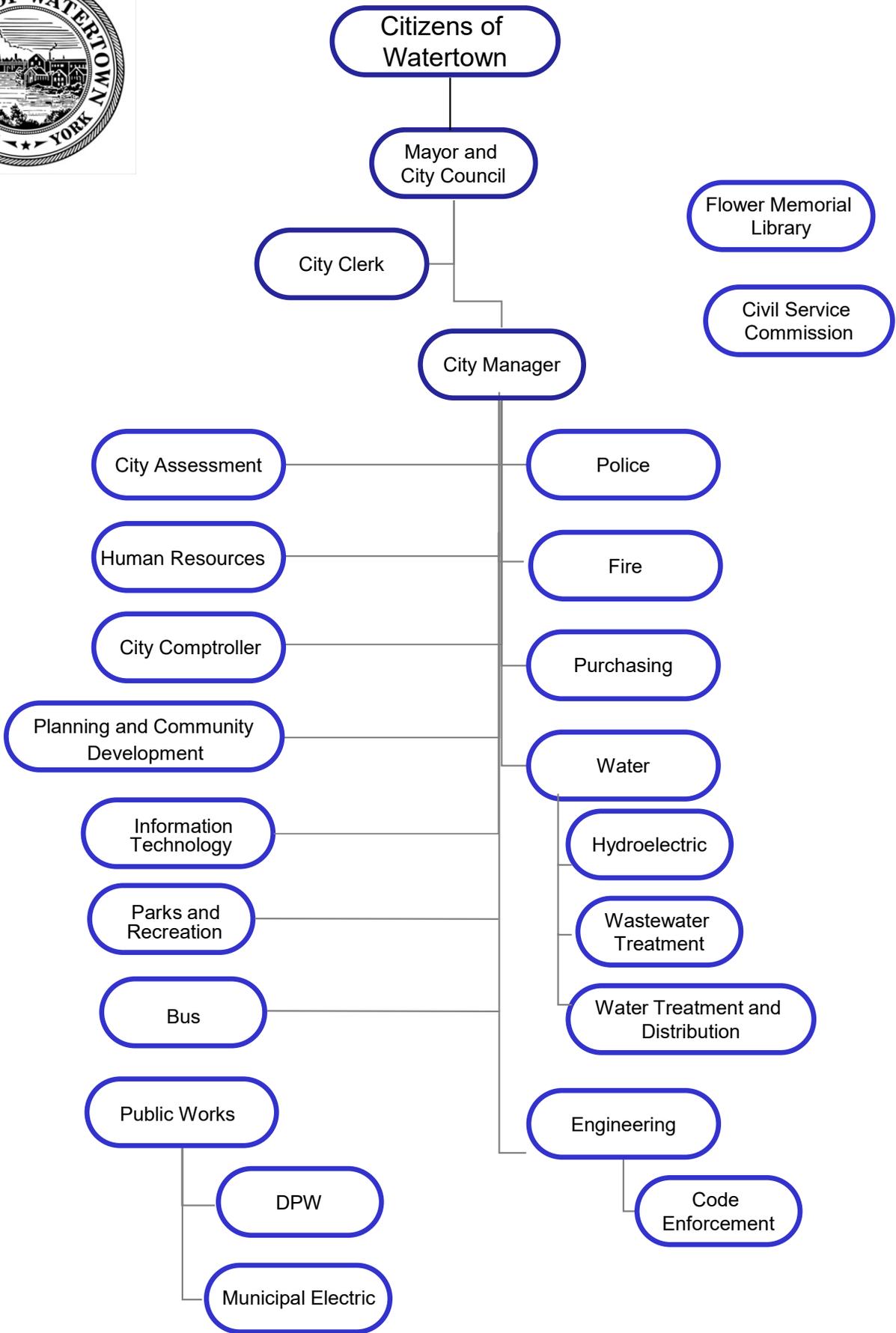
Purchasing Manager, Tina M. Bartlett-Bearup

Superintendent of Parks & Recreation, Scott M. Weller

Superintendent of Public Works, Brian D. MacCue

Superintendent of Water, Vicky L. Murphy

Transit Director, Kyle E. Meehan



# City Profile

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Date of Incorporation		May 7, 1869
Form of Government		Council-Manager
<u>Per U.S. Census Bureau Census 2020:</u>		
Population		24,685
	Male	51.8%
	Female	48.2%
Race and Hispanic Origin:	White	80.8%
	Black or African American	8.1%
	American Indian or Alaska Native	.1%
	Asian	1.7%
	Two or more races	7.4%
	Hispanic or Latino	7.8%
	White	80.8%
Households, 2018-2022		11,455
Median Household Income (in 2022 dollars)		\$49,722
Persons in Poverty		19.5%
<u>Education:</u>		
High school graduate or higher, percent of persons 25 years +, 2018-2022		90.8%
Bachelor's degree or higher, percent of persons 25 years +, 2018-2022		25.3%
Housing – owner-occupied housing unit rate, 2018-2022		42.3%
Land Area (square miles)		9.4
Population Density (per acre)		4.27
Unemployment Rate (City) – February 2024		5.4%
2024 Equalized Full Value of Real Property @ 80%		\$2,092,154,286
Miles of Street		103.1
Number of Acres of Parks and Playgrounds		561
Number of Streetlights		2,670
Public Utilities (number of active water and sewer accounts)		8,256
Bond Rating (General Obligation Bonds):	Moody's Investor Services	Aa3
Number of Employees	Full Time	335
	Part Time	94

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April 19, 2024

To: The Honorable Mayor and City Council  
From: Eric F. Wagenaar, City Manager  
Subject: Fiscal Year 2024-25 Proposed Budget

It is my goal as the Watertown City Manager to make every taxpayer dollar count. The staff worked incredibly hard to keep costs down, while also identifying spending priorities to meet the needs of the City. We are also experiencing a significant increase in the cost of goods, services, and equipment. The reality of this budget environment makes it difficult to present a budget that meets the critical needs of our citizens without increasing our property tax, water rates, and sewer rates. To minimize these increases we did make a sizable reduction to our General, Water and Sewer Fund reserves. Our overall fund balance remains adequate to meet the required cash flow, while also maintaining our fiscal stability.

The fund distribution in this budget is designed to meet the primary responsibility of the City and that is to provide for the public safety of our citizens and visitors. This budget ensures that our police and fire departments are fully funded to meet all their manning, equipping, and training requirements, but also addresses essential services such as drinking water safety and critical infrastructure improvements.

The City Staff and my office are in the process of identifying organizational efficiencies to reduce costs, while also improving services. While this will take time, we will continuously review our programs and business practices to ensure we are operating the City in the most efficient manner possible. We must acknowledge that operating costs will continue to increase, while revenue sources will remain constant for the next several years. With this in mind, we must also look ahead to the looming reduction in hydro revenue to ensure we provide the same fiscal stability in the future that we currently provide.

It is in the best interest of the City to make operational and budgetary decisions now, that will put the City in the best possible financial position as we approach the 2030 reduction in hydro revenue.

# City of Watertown

## Fiscal Year 2024-25 Budget

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# GENERAL FUND

**City of Watertown  
Fiscal Year 2024-25 Proposed Budget  
Property Tax Rate Calculation**

	<u>FY 2023-24 (1)</u>	<u>FY 2024-25</u>	<u>Change</u>	<u>% Change</u>
<b>Appropriations</b>	\$ 56,383,917	\$ 58,399,555	\$ 2,015,638	3.57%
<b>Less Non-Property Tax Levy Revenues</b>	\$ 42,893,222	\$ 43,054,452	\$ 161,230	0.38%
<b>Less Appropriated Fund Balance</b>	\$ 3,571,819	\$ 3,500,000	\$ (71,819)	-2.01%
<b>Less Sidewalk Reserve</b>	\$ 4,459	\$ 4,459	\$ -	0.00%
<b>Less Debt Reserve</b>	\$ 11,400	\$ -	\$ (11,400)	-100.00%
<b>Less Capital Reserve</b>	\$ -	\$ -	\$ -	#DIV/0!
<b>Real Property Tax Levy</b>	\$ 9,903,017	\$ 11,840,644	\$ 1,937,627	<b>19.57%</b>
<b>Taxable Assessed Valuation</b>	\$ 1,124,707,504	\$ 1,129,410,937	\$ 4,703,433	0.42%
<b>Tax Rate per \$1,000 of Taxable Assessed Valuation</b>	<b>\$ 8.7871</b>	<b>\$ 10.4680</b>	<b>\$ 1.6809</b>	<b>19.13%</b>

(1) Fiscal Year 2023-24 Adopted Budget represents the original budget plus any subsequent budget re-adoptions through March 31, 2024.

**City of Watertown  
Fiscal Year 2024-25 Budget  
Constitutional Tax Limit**

Five Year Total Full Valuation	<u>\$ 6,398,213,901</u>
Five Year Average Full Valuation	<u>\$ 1,279,642,780</u>
Constitutional Tax Limit - 2% of 5 Year Average	<u>\$ 25,592,856</u>
Property Tax Levy	\$ 11,840,644
Less Total Exclusions	<u>4,340,866</u>
Tax Levy Subject to Tax Limit	<u>\$ 7,499,778</u>
Percentage of Tax Limit Exhausted	<u>29.30%</u>
Constitutional Tax Margin	<u>\$ 18,093,078</u>

**City of Watertown  
Fiscal Year 2024-25 Budget  
Property Tax Cap Calculation**

		<u>FY 2024-25</u>
	Prior Year Adopted Tax Levy	\$ 9,924,168
Multiply By	Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)	<u>100.96%</u>
	<b>Subtotal</b>	\$ 10,019,440
Plus	PILOTs Receivable from Prior Year	\$ 116,800
Equals	<b>Subtotal</b>	\$ 10,136,240
Multiply By	Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)	<u>2.00%</u>
Equals	<b>Subtotal</b>	\$ 10,338,965
Less	PILOTs Receivable for Current Year	\$ (139,500)
Plus	Available Carryover from Prior Year	\$ -
Equals	<b>Tax Levy Limit Before Adjustments / Exclusions</b>	\$ 10,199,465
Less	Costs Incurred from Transfer of Local Government Functions	\$ -
Plus	Savings Realized from Transfer of Local Government Functions	\$ -
Equals	<b>Tax Levy Limit (Adjusted for Transfer of Local Government Functions)</b>	\$ 10,199,465
Plus	Tax Levy Necessary for Expenditures Resulting from Tort Orders / Judgments over 5% of Prior Year Levy	\$ -
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Employees Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	\$ 11,345
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	\$ 185,601
Plus	Available Carryover (if any, up to a maximum of 1.5%)	\$ 153,054
Equals	<b>Tax Levy Limit (Adjusted for Transfers and Exclusions)</b>	<u>\$ 10,549,465</u>
	Tax Levy Increase Allowable per Tax Cap Calculation	\$ 625,297
	Percent Tax Levy Increase Allowable per Tax Cap Calculation	6.30%

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Revenue Summary**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Revenues</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
Taxes and Penalties	\$ 24,592,156	\$ 25,550,567	\$ 25,718,800	\$ 25,456,500
Departmental Revenues	8,565,796	7,308,203	7,685,835	\$ 8,047,375
Intergovernmental Revenues	214,905	240,418	260,100	\$ 307,100
Use of Money and Property	105,626	1,222,555	450,560	\$ 848,825
Licenses and Permits	155,593	145,877	169,050	\$ 153,025
Fines and Other Revenues	427,515	311,287	346,500	\$ 265,600
Interfund Transfers	593,026	627,231	548,428	\$ 585,702
State and Federal Aid	7,205,721	8,111,868	7,712,070	\$ 7,388,934
Real Property Taxes	<u>10,215,097</u>	<u>9,486,678</u>	<u>9,904,896</u>	<u>\$ 11,842,035</u>
<b>Total Revenues</b>	<u>\$ 52,075,435</u>	<u>\$ 53,004,683</u>	<u>\$ 52,796,239</u>	<u>\$ 54,895,096</u>

**Appropriated Reserves and Fund Balance**

Appropriated Debt Reserve (Sidewalk Program)	33,359	28,301	4,459	4,459
Appropriated Debt Reserve	39,059	37,714	11,400	-
Appropriated Capital Reserve	(4,926)	(1,600,208)	-	-
Appropriated Fund Balance	<u>-</u>	<u>5,077,691</u>	<u>3,571,819</u>	<u>3,500,000</u>
<b>Total Revenues and Appropriated Reserves/Fund Balance</b>	<u>\$ 52,142,927</u>	<u>\$ 56,548,181</u>	<u>\$ 56,383,917</u>	<u>\$ 58,399,555</u>

**Fund Balance**

Beginning reserves and fund balance	\$ 18,630,281	\$ 26,357,531
+ Revenues	52,075,435	53,004,683
- Expenses	<u>(44,348,185)</u>	<u>(56,548,181)</u>
Ending reserve and fund balances	\$ 26,357,531	\$ 22,814,033
- Non-spendable: for prepaid expenses	(6,559)	-
- Reserve for capital	(15,218)	(1,615,426)
- Reserve for debt (sidewalk program)	(192,917)	(126,901)
- Reserve for tax stabilization	(400,000)	(909,967)
- Reserve for encumbrances	(1,388,257)	(1,096,564)
- Fund balance appropriated to subsequent fiscal year (original budget adoption)	<u>(6,564,644)</u>	<u>(2,095,077)</u>
Unreserved un-appropriated fund balance	<u>\$ 17,789,936</u>	<u>\$ 16,970,098</u>

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Tax and Penalty Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.1080 Federal PILOTs	\$ 49,197	\$ 48,881	\$ 40,000	\$ 55,000
A.0000.1081 Other PILOTs	69,536	77,249	76,800	84,500
A.0000.1090 Interest and Penalties on Real Property Taxes	166,208	146,208	136,000	146,000
A.0000.1110 State Administered Sales and Use Tax	23,628,579	24,614,716	24,785,000	24,555,000
A.0000.1130 Utilities Gross Receipts Tax	332,801	340,084	360,000	324,000
A.0000.1170 Franchises	<u>345,835</u>	<u>323,429</u>	<u>321,000</u>	<u>292,000</u>
<b>Taxes and Penalties</b>	<u>\$ 24,592,156</u>	<u>\$ 25,550,567</u>	<u>\$ 25,718,800</u>	<u>\$ 25,456,500</u>

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A.0000.1080 - Federal Payments in Lieu of Taxes - Payments in lieu of taxes paid by the Watertown Housing Authority.

A.0000.1081 - 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.

A.0000.1090 - Interest and Penalties on Real Property Taxes - Property owners who do not pay their taxes on time are assessed interest and penalties.

A.0000.1110 - 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.

A.0000.1130 - 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.

A.0000.1170 - Franchises - The City receives 5% of the gross revenue earned by Charter Communications from its subscribers in the City.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Departmental Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.1235 Tax Sale Advertising	\$ 15,870	\$ 5,765	\$ 20,000	\$ 20,000
A.0000.1240 Comptroller Fees	13,012	7,903	10,000	10,000
A.0000.1250 Assessor Fees	490	-	250	250
A.0000.1255 Clerk Fees	143,755	143,134	140,000	135,000
A.0000.1260 Civil Service Fees	1,040	2,605	1,800	1,125
A.0000.1520 Police Fees	771	581	1,000	1,000
A.0000.1570 Demolitions	48,711	-	-	-
A.0000.1710 Public Works Fee	115,913	128,986	100,000	130,000
A.0000.1715 DPW Charges - Fuel	21,625	24,974	25,000	23,000
A.0000.1750 Bus Fares	87,022	97,696	105,000	100,000
A.0000.1751 Bus Advertising	15,966	9,828	18,000	20,000
A.0000.2001 Park and Recreation Charges	34,727	52,322	36,950	45,500
A.0000.2002 Field Use Charges	35,465	74,503	39,500	41,600
A.0000.2012 Recreation Concessions	175,047	190,737	160,000	175,000
A.0000.2025 Stadium Charges	688	(935)	17,835	17,500
A.0000.2026 Pool Fees	-	-	25,000	10,000
A.0000.2027 Golf Course Fees	-	205,283	435,500	454,000
A.0000.2030 Arena Fees	29,128	38,541	31,000	35,000
A.0000.2065 Skating Rink Charges	221,527	223,489	244,000	249,400
A.0000.2110 Zoning Fees	5,500	4,700	5,000	5,000
A.0000.2130 Refuse and Garbage Charges	441,162	425,046	463,000	492,000
A.0000.2135 Refuse and Garbage Totes	553,394	592,777	657,000	707,000
A.0000.2150 Sale of Surplus Power	<u>6,604,983</u>	<u>5,080,268</u>	<u>5,150,000</u>	<u>5,375,000</u>
<b>Departmental Revenues</b>	<u>\$ 8,565,796</u>	<u>\$ 7,308,203</u>	<u>\$ 7,685,835</u>	<u>\$ 8,047,375</u>

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Departmental Revenues**

A.0000.1235 - Tax Sale Advertising - Advertising and lien search fees paid by property owners with delinquent taxes.

A.0000.1240 - Comptroller Fees - The revenue derived is received for property tax certifications and searches, processing fee for returned checks and ATM service fees.

A.0000.1250 - Assessor Fees - Fees for copies of property record cards and sales reports.

A.0000.1255 - Clerk Fees - Fees for certified copies of birth certificates, death certificates, marriage licenses, dog licenses and wedding ceremonies.

A.0000.1260 - Civil Service Fees - City share of Civil Service exam fees.

A.0000.1520 - 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.

A.0000.1570 - Demolitions Fees - Demolition costs and fees charged to a property owner when the City has to demolish a structure for Code compliance issues.

A.0000.1589 - Fire Department Fees - Fees charged to other fire departments for recruit training at our fire academy.

A.0000.1710 - Public Works Services - Charges for services such as mowing and refuse clean-up performed by DPW or a third-party, at properties whose owner is in violation of the municipal code.

A.0000.1715 - DPW Charges - Fuel - Charges to the School District for purchase of fuel.

A.0000.1750 - Bus Fares - Passengers riding the City bus system pay a fee each time they ride, or may purchase a book of pass

A.0000.1751 - Bus Advertising - Revenue received from advertising on City buses.

A.0000.2001 - Park and Recreation Charges - The Recreation Department charges various fees for activities such as t-ball, baseball softball, golf and tennis.

A.0000.2002 - Field Use Charges - The Recreation Department charges various fees for the use of the City's athletic fields for sports, community activities and events.

A.0000.2012 - Recreation Concessions - The revenue consists of the Arena concession stand and any other concessions operated at the Fairgrounds complex.

A.0000.2025 - Stadium Charges - Fees associated with leases of or events at the baseball stadium.

A.0000.2026 - Pool Fees - Fees associated with the charges to non-City residents for use of City pools.

A.0000.2027 - Golf Course Fees - Fees associated with the municipal golf course.

A.0000.2030 - Arena Fees - The Recreation Department charges for rental of the arena for concerts, performances and trade shows.

A.0000.2065 - 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.

A.0000.2110 - Zoning Fees - The Municipal Code provides for fees to be charged for matters brought before the Zoning Board of Appeals.

A.0000.2130 - Refuse and Garbage Charges - This is the revenue derived from the sale of the City's refuse bag stickers.

A.0000.2135 - Refuse and Garbage Totes - This is the revenue derived from the rental of the City's tote bins for refuse and garbage disposal.

A.0000.2150 - Sale of Surplus Power - National Grid purchases all of the excess power the City produces at its hydro-electric power plant under the terms of a 40 year agreement expiring December 31, 2030.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Intergovernmental Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.2210 Tax and Assessment Services for Other Governments	\$ 26,750	\$ 26,750	\$ 27,500	\$ 26,750
A.0000.2220 Civil Service Charges for School District	29,348	26,266	32,000	42,250
A.0000.2260 Police Services	158,807	187,402	195,000	232,500
A.0000.2300 Transportation, Other Governments	-	-	5,600	5,600
<b>Intergovernmental Revenues</b>	<u>\$ 214,905</u>	<u>\$ 240,418</u>	<u>\$ 260,100</u>	<u>\$ 307,100</u>

A.0000.2210 - Tax and Assessment Services for Other Governments - The Watertown City School District pays the City for the City Assessor's preparation of its tax roll and tax bills and for the City Comptroller's office collection of the payments.

A.0000.2220 - 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.

A.0000.2260 - 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.

A.0000.2300 - Transportation, Other Governments - Revenue received from Jefferson County Office of the Aging for the Citibus system.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Use of Money and Property Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.2401 Interest and Earnings	\$ 53,339	\$ 1,197,288	\$ 418,000	\$ 816,000
A.0000.2410 Rental of Real Property	17,528	(14,753)	32,560	-
A.0000.2421 Leases on Real Property	<u>34,759</u>	<u>40,020</u>	<u>-</u>	<u>32,825</u>
<b>Use of Money and Property</b>	<u>\$ 105,626</u>	<u>\$ 1,222,555</u>	<u>\$ 450,560</u>	<u>\$ 848,825</u>

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A.0000.2401 - Interest and Earnings - Revenue derived from the investment of city funds through certificates of deposits, savings accounts, purchase of government securities and leases.

A.0000.2410 - Rental of Real Property - This account is n longer being used due to Governmental Accounting Standards Board Statement No. 87 - Leases

A.0000.2421 - Leases on Real Property - Revenue is received from the rental of land to the Fairgrounds YMCA and rental of office space at the baseball stadium.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund License and Permit Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.2501 Business and Occupational Licenses	\$ 7,390	\$ 8,210	\$ 7,000	\$ 7,725
A.0000.2530 Games of Chance Licenses	50	50	50	50
A.0000.2540 Bingo Licenses	-	486	1,000	750
A.0000.2555 Building and Alteration Permits	109,578	90,531	125,000	100,000
A.0000.2560 City Permits	575	600	2,500	2,500
A.0000.2590 Other Permits	3,450	4,050	4,000	4,000
A.0000.2591 Storm and Sanitary Sewer Permits	550	3,500	2,500	3,000
A.0000.2592 Vacant Property Registration Fees	<u>34,000</u>	<u>38,450</u>	<u>27,000</u>	<u>35,000</u>
<b>Licenses and Permits</b>	<u>\$ 155,593</u>	<u>\$ 145,877</u>	<u>\$ 169,050</u>	<u>\$ 153,025</u>

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A.0000.2501 - Business and Occupational Licenses - The City receives revenue from the sale of plumbing, public street vending, liquidation and private trash hauler licenses.

A.0000.2530 - Games of Chance Licenses - The City's share of the profit and license fee.

A.0000.2540 - Bingo Licenses - The City's share of the profit and license fee.

A.0000.2555 - 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.

A.0000.2560 - City Permits - The Municipal Code allows the City to charge a fee for curb and pavement cut permits.

A.0000.2590 - Other Permits - The Municipal Code allows for the City to charge for snow dump permits.

A.0000.2591 - Storm and Sanitary Sewer Permits - The administrative fee and connection and disconnect fee for storm and sanitary sewer hook-ups.

A.0000.2592 - Vacant Property Registration Fees - Fees charged to owners of vacant properties.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Fines and Other Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.2610 Fines and Forfeited Bail	\$ 117,255	\$ 84,052	\$ 105,000	\$ 105,000
A.0000.2650 Scrap and Excess Material Sale	1,783	11,071	2,000	5,000
A.0000.2660 Sale of Real Property	20,880	16,683	20,000	-
A.0000.2665 Sale of Equipment	79,322	55,780	50,000	50,000
A.0000.2680 Insurance Recoveries	85,996	78,882	50,000	50,000
A.0000.2701 Refund of Prior Year Expenses	78,052	17,703	5,000	10,000
A.0000.2705 Gifts and Donations	16,838	16,625	83,500	8,600
A.0000.2770 Other Unclassified Revenues	1,491	3,288	1,000	2,000
A.0000.2773 Payment Processing Fees	<u>25,898</u>	<u>27,203</u>	<u>30,000</u>	<u>35,000</u>
<b>Fines and Other Revenue</b>	<u>\$ 427,515</u>	<u>\$ 311,287</u>	<u>\$ 346,500</u>	<u>\$ 265,600</u>

A.0000.2610 - Fines and Forfeited Bail - Revenue from parking tickets and City court fines.

A.0000.2650 - Scrap and Excess Material Sales - Sale of excess scrap and miscellaneous items.

A.0000.2660 - Sale of Real Property - Revenue received from sale of City owned property net of back taxes.

A.0000.2665 - Sale of Equipment - Revenue received from sale of City equipment.

A.0000.2680 - Insurance Recoveries - Insurance proceeds received for damages to City property and vehicles.

A.0000.2701 - Refund of Prior Year Expenses - Refunds received for a prior year expenditure.

A.0000.2705 - Gifts and Donations - Gifts and donations received by the City.

A.0000.2770 - Other Unclassified Revenues - Revenues for which a specific code has not been provided.

A.0000.2773 - Payment Processing Fees - Fees charged in connection with accepting on-line payments for property taxes and trash totes.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Interfund Transfer Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.2801 Interfund Services	\$ 52,092	\$ -	\$ 76,565	\$ 82,158
A.0000.2802 Central Printing and Mailing	6,281	6,425	6,000	6,000
A.0000.2803 Central Garage	102,276	111,835	100,000	105,000
A.0000.5031 Interfund Transfers	<u>432,377</u>	<u>508,971</u>	<u>365,863</u>	<u>392,544</u>
<b>Interfund Revenues</b>	<u>\$ 593,026</u>	<u>\$ 627,231</u>	<u>\$ 548,428</u>	<u>\$ 585,702</u>

A.0000.2801 - Interfund Services - Charges to other funds, other than the General Fund, for engineering, GIS and safety services.

A.0000.2802 - Central Printing and Mailing - Charges to funds, other than the General Fund, for postage and office supplies used.

A.0000.2803 - Central Garage - Interfund billing to the Water and Sewer Funds.

A.0000.5031 - Interfund Transfers - Contributions from the Debt Service, Community Development and Tourism Funds.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund State and Federal Aid Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.3001 State Aid, Per Capita	\$ 4,703,208	\$ 4,703,208	\$ 4,703,208	\$ 4,703,208
A.0000.3005 State Aid, Mortgage Tax	533,592	613,140	395,000	400,000
A.0000.3089 State Reimbursement, Workers' Compensation	20,453	52,073	12,000	33,000
A.0000.3330 State Reimbursement, Court Security	23,182	30,738	30,000	38,000
A.0000.3331 State Reimbursement, Court Costs	1,752	1,752	1,752	-
A.0000.3389 State Reimbursement, Public Safety	-	197,300	158,400	5,700
A.0000.3501 State Reimbursement, CHIPS	213,519	461,914	611,000	508,600
A.0000.3589 State Mass Transportation Assistance	296,439	350,509	335,000	375,000
A.0000.3989 State Aid, Home and Community Services	4,987	73,963	-	180,000
A.0000.4389 Federal Aid, Public Safety	26,193	160,944	181,210	5,000
A.0000.4510 Federal Aid, Highway Safety	1,428	1,885	5,000	6,300
A.0000.4589 Federal Aid, Transportation Asst.	1,288,091	1,259,770	884,500	1,042,626
A.0000.4960 Federal Aid, Disaster Assistance	<u>92,877</u>	<u>204,672</u>	<u>395,000</u>	<u>50,000</u>
<b>State and Federal Aid</b>	<u>\$ 7,205,721</u>	<u>\$ 8,111,868</u>	<u>\$ 7,712,070</u>	<u>\$ 7,388,934</u>

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund State and Federal Aid Revenues**

A.0000.3001 - State Aid, Per Capita - General revenue sharing provided to localities by the State of New York.

A.0000.3005 - State Aid, Mortgage Tax - The City receives 1/2% tax for each mortgage recorded on property located within the City.

A.0000.3089 - State Reimbursement, Workers' Compensation - The State reimburses the City for certain workers, compensation expenses incurred by the City.

A.0000.3330 - State Reimbursement, Court Security - The City is reimbursed for the space provided to the State Court system.

A.0000.3331 - State Reimbursement, Court Costs - The Court system reimburses the City for telephone expense.

A.0000.3389 - State Reimbursement, Public Safety- Aid for public safety purposes such reimbursement received for EMT certifications.

A.0000.3501 - State Reimbursement, CHIPS - Aid from highway capital program to offset Department of Public Works' costs.

A.0000.3589 - 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.

A.0000.3989 - State Aid, Home and Community Services - Grant proceeds from the New York State Department of State for Brownfield related project costs.

A.0000.4389 - Federal Aid, Public Safety - Grants for bullet proof vests, hiring of firefighters (SAFER), etc.

A.0000.4510 - Federal Aid, Highway Safety - Revenues received from the Police Traffic Services (PTS) program.

A.0000.4589 - Federal Aid, Transportation Assistance - The City receives a lump sum award from the federal government for partial reimbursement of the City bus system and para-transit system costs. The funds are for operating assistance or capital expenditures.

A.0000.4960 - Federal Aid, Disaster Assistance - Revenues derived from aid for emergency disaster assistance (American Recuse Plan Act of 2021).

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Property Tax Revenues**

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.0000.1001 Real Property Taxes	\$ 9,791,947	\$ 9,764,546	\$ 9,903,017	\$ 11,840,644
A.0000.1030 Special Assessments	3,441	3,021	1,879	1,391
A.0000.1050 Real Property Tax Reserve	<u>419,709</u>	<u>(280,889)</u>	<u>-</u>	<u>-</u>
<b>Real Property Taxes</b>	<u>\$ 10,215,097</u>	<u>\$ 9,486,678</u>	<u>\$ 9,904,896</u>	<u>\$ 11,842,035</u>

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A.0000.1001 - 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.

A.0000.1030 - Special Assessments - Installment interest received on the special assessment sidewalk program.

A.0000.1050 - Real Property Tax Reserve - Deferred tax revenue to be collected at a later date is recorded in this account.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Expenditure Summary**

<u>Budget Summary</u>	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
	Actual	Actual	Adopted Budget	Proposed Budget
City Council	\$ 73,497	\$ 75,739	\$ 93,506	89,854
Mayor	28,508	29,427	31,678	31,509
City Manager	248,764	277,734	350,147	367,934
City Comptroller	459,235	488,430	554,121	590,883
Purchasing	163,069	179,288	198,686	214,276
Assessment	212,516	244,945	309,910	334,180
Tax Advertising	18,693	9,061	20,000	20,000
Property Acquired	1,239	1,130	1,000	1,000
City Clerk	221,788	239,089	258,557	279,086
Law	229,771	359,720	525,000	425,000
Civil Service	65,718	83,804	98,582	118,806
Human Resources	163,361	156,526	210,162	217,547
Engineering	508,470	532,674	801,579	761,733
Public Works Administration	438,029	458,223	567,365	650,652
Municipal Building	237,370	304,219	369,920	329,205
Central Garage	751,125	783,328	891,305	930,671
Central Printing and Mailing	62,454	73,663	76,900	68,000
Information Technology	717,554	689,048	976,528	1,031,959
Judgments and Claims	29,249	20,805	15,000	13,000
Real Property Taxes	26,102	26,106	28,000	37,000
Contingency	-	-	381,623	855,000
Police	9,644,719	9,647,048	12,245,747	12,390,072
Fire	10,116,705	11,184,922	12,000,258	12,809,316
Animal Control	159,259	164,703	171,200	176,500
Code Enforcement	486,661	625,994	800,155	850,968
Municipal Grounds Maintenance	674,728	726,664	988,625	1,177,941
Maintenance of Roads	796,378	833,323	1,111,009	1,387,633
Snow Removal	1,218,689	1,477,080	1,547,594	1,615,314
Hydroelectric Production	492,076	431,952	621,059	607,645
Traffic Control and Lighting	981,713	980,054	1,133,404	1,217,018
Bus	1,120,940	1,587,322	1,845,754	2,224,229
Parking Facilities	14,562	15,314	62,430	113,855
Community Action Planning Council	10,000	10,000	10,000	10,000
Publicity	53,809	2,359	15,000	15,000
Social Services Agency	-	-	225,000	-
Parks and Recreation Administration	251,636	305,223	292,473	317,229
Parks and Playgrounds Maintenance	614,786	777,045	1,043,923	711,532
Athletic Facilities Maintenance	298,113	460,252	463,365	424,879
Recreation Programs and Events	106,429	88,864	246,278	240,849
Pools	360,947	415,771	517,595	628,744
Golf Course	-	379,647	590,720	770,848
Arena	883,125	1,139,062	891,678	946,505

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**General Fund Expenditure Summary**

<u>Budget Summary</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
Zoning	\$ 4,820	\$ 6,089	\$ 7,000	\$ 7,500
Planning	290,015	433,005	530,965	768,943
Storm Sewers	361,219	495,019	523,365	572,177
Refuse and Recycling	792,164	806,695	983,248	1,039,583
Workers' Compensation	82,515	80,469	95,000	91,250
Unemployment Claims	-	3,533	10,000	5,000
Health Insurance - Retirees	3,578,497	3,769,386	4,519,753	4,914,041
Medicare Part B - Retirees	519,667	532,885	560,000	580,000
Other Employee Benefits	4,385	4,240	4,750	4,750
General Liability Reserve	45,000	45,000	50,000	75,000
Transfer to Library Fund	1,527,711	1,556,212	1,452,672	1,539,773
Transfer Capital Fund	1,320,844	9,685,720	1,317,290	700,000
Black River Trust Reserve	18,550	19,747	21,000	21,500
Transfer to Contingency and Tax Stabilization Reserve	-	-	500,000	-
Debt Service	<u>2,861,011</u>	<u>2,824,623</u>	<u>2,226,038</u>	<u>2,076,666</u>
<b>Total Expenditures</b>	<u>\$ 44,348,185</u>	<u>\$ 56,548,181</u>	<u>\$ 56,383,917</u>	<u>\$ 58,399,555</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** City Council  
**Account Code:** A1010  
**Function:** General Government Support

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.

**City of Watertown****Fiscal Year: FY 2024-25****Department: City Council****Account Code: A1010****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
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	<u>\$ 53,256</u>	<u>\$ 53,256</u>	<u>\$ 53,256</u>	<u>\$ 53,256</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ 275	\$ 3,840	\$ 1,825
420 Insurance	-	-	-	-
430 Contracted Services	11,102	11,107	13,900	12,750
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,302	620	1,150	1,150
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	40	5	500	250
465 Equipment < \$5,000	-	4,265	15,000	15,000
Total Operating Expenses	<u>\$ 12,444</u>	<u>\$ 16,272</u>	<u>\$ 34,390</u>	<u>\$ 30,975</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 3,723	\$ 2,137	\$ 1,784	\$ 1,547
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	<u>\$ 7,797</u>	<u>\$ 6,211</u>	<u>\$ 5,860</u>	<u>\$ 5,623</u>
<b>Department Total</b>	<u><u>\$ 73,497</u></u>	<u><u>\$ 75,739</u></u>	<u><u>\$ 93,506</u></u>	<u><u>\$ 89,854</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**City Council**

**Account Code:**

**A1010**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

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

**Operating Expenses**

A.1010.0410	Utilities		
	Tablet Data Plans		\$ 1,825
A.1010.0430	Contracted Services		
	Broadcasting of Meetings	\$ 12,000	
	Legal Ads	<u>750</u>	\$ 12,750
A.1010.0450	Miscellaneous		
	Travel and Training	500	
	Membership Dues	<u>650</u>	1,150
A.1010.0460	Materials and Supplies		
	Business Cards, Nameplates, Letterhead		250
A.1010.0465	Equipment < \$5,000		
	Audio and Visual Equipment		<u>15,000</u>
	Total Operating Expenses		<u>\$ 30,975</u>

**Fringe Benefits**

A.1010.0810	New York State Employees' Retirement System		\$ 1,547
A.1010.0830	Social Security		<u>4,076</u>
	Total Fringe Benefits		<u>\$ 5,623</u>

**TOTAL BUDGET** \$ 89,854

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Mayor  
**Account Code:** A1210  
**Function:** General Government Support

The Mayor 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Mayor

**Account Code:** A1210

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
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>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ 69	\$ 960	\$ 475
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	6,559	6,559	8,850	9,150
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	15	-	-
465 Equipment < \$5,000	-	1,297	-	-
Total Operating Expenses	<u>\$ 6,559</u>	<u>\$ 7,940</u>	<u>\$ 9,810</u>	<u>\$ 9,625</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 2,838	\$ 2,376	\$ 2,757	\$ 2,773
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,358	1,358	1,358	1,358
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ 4,196</u>	<u>\$ 3,734</u>	<u>\$ 4,115</u>	<u>\$ 4,131</u>
<b>Department Total</b>	<u><u>\$ 28,508</u></u>	<u><u>\$ 29,427</u></u>	<u><u>\$ 31,678</u></u>	<u><u>\$ 31,509</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Mayor  
**Account Code:** A1210  
**Function:** General Government Support

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1210.0110	Salaries		
	Mayor		\$ 17,753
	Total Personal Services		<u>\$ 17,753</u>

**Operating Expenses**

A.1210.0410	Utilities		
	Tablet Data Plan		\$ 475
A.1210.0450	Miscellaneous		
	Memberships	\$ 7,000	
	Travel Expenses	750	
	Mayoral Portrait	400	
	Employee and Volunteer Recognitions	<u>1,000</u>	\$ 9,150
	Total Operating Expenses		<u>\$ 9,625</u>

**Fringe Benefits**

A.1210.0810	NYS Employees' Retirement System		\$ 2,773
A.1210.0830	Social Security		<u>1,358</u>
	Total Fringe Benefits		<u>\$ 4,131</u>

**TOTAL BUDGET** \$ 31,509

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** City Manager  
**Account Code:** A1230  
**Function:** General Government Support

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's Office includes the City Manager, Confidential Assistant to the City Manager and Confidential Secretary.

**City of Watertown****Fiscal Year: FY 2024-25****Department: City Manager****Account Code: A1230****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 193,998	\$ 218,320	\$ 256,061	\$ 286,245
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>\$ 193,998</u>	<u>\$ 218,320</u>	<u>\$ 256,061</u>	<u>\$ 286,245</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 375	\$ 443	\$ 400	\$ 850
420 Insurance	-	-	-	-
430 Contracted Services	-	926	20,000	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,509	5,571	3,700	3,850
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	91	500	750
465 Equipment < \$5,000	<u>1,574</u>	<u>5,970</u>	<u>1,500</u>	<u>3,400</u>
Total Operating Expenses	<u>\$ 3,458</u>	<u>\$ 13,001</u>	<u>\$ 26,100</u>	<u>\$ 8,850</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 8,977	\$ 7,142	\$ 12,007	\$ 33,259
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	14,275	16,196	19,589	21,898
840 Workers' Compensation	-	-	-	-
850 Health Insurance	<u>28,056</u>	<u>23,075</u>	<u>36,390</u>	<u>17,682</u>
Total Fringe Benefits	<u>\$ 51,308</u>	<u>\$ 46,413</u>	<u>\$ 67,986</u>	<u>\$ 72,839</u>
<b>Department Total</b>	<u><u>\$ 248,764</u></u>	<u><u>\$ 277,734</u></u>	<u><u>\$ 350,147</u></u>	<u><u>\$ 367,934</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**City Manager**

**Account Code:**

**A1230**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1230.0110	Salaries		
	City Manager	\$	155,479
	Assistant City Manager		77,318
	Confidential Secretary to the City Manager		53,448
			<u>\$ 286,245</u>
	Total Personal Services		<u>\$ 286,245</u>

**Operating Expenses**

A.1230.0410	Utilities		
	Cell Phone	\$	850
A.1230.0450	Miscellaneous		
	Travel and Training, Seminars	\$	2,000
	Membership/Organizational Dues		1,750
	Shipping		100
			<u>\$ 3,850</u>
A.1230.0460	Materials and Supplies		
	Letterhead, Envelopes, Forms		750
A.1230.0465	Equipment < \$5,000		
	Computer		3,400
			<u>\$ 8,850</u>
	Total Operating Expenses		<u>\$ 8,850</u>

**Fringe Benefits**

A.1230.0810	New York State Employees' Retirement System	\$	33,259
A.1230.0830	Social Security		21,898
A.1230.0850	Health Insurance		17,682
	Total Fringe Benefits		<u>\$ 72,839</u>

**TOTAL BUDGET** \$ 367,934

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** City Comptroller  
**Account Code:** A1315  
**Function:** General Government Support

The City Comptroller is the Chief Fiscal Officer of the City and 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 oversees investing City funds, borrowing for debt, and the parking violations bureau. The City Comptroller is charged with collection of all City, County and 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 six employees and is highly utilized by the taxpayers of the City and the public in general.

**City of Watertown****Fiscal Year: FY 2024-25****Department: City Comptroller****Account Code: A1315****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 128,372	\$ 132,021	\$ 150,490	\$ 156,181
120 Clerical	140,013	153,645	161,386	163,789
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	2,376	2,683	3,000	3,000
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>\$ 273,561</u>	<u>\$ 291,149</u>	<u>\$ 317,676</u>	<u>\$ 325,770</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	2,510	2,626	2,900	2,850
430 Contracted Services	75,241	78,391	102,475	114,535
440 Fees Non Employees	25,224	31,120	27,360	33,040
450 Miscellaneous	2,293	2,680	4,125	3,900
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,658	3,778	4,000	4,000
465 Equipment < \$5,000	-	3,039	3,000	3,000
Total Operating Expenses	<u>\$ 108,926</u>	<u>\$ 121,634</u>	<u>\$ 143,860</u>	<u>\$ 161,325</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 34,827	\$ 30,301	\$ 39,065	\$ 46,401
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	20,254	21,615	24,302	24,922
840 Workers' Compensation	-	-	-	-
850 Health Insurance	21,667	23,731	29,218	32,465
Total Fringe Benefits	<u>\$ 76,748</u>	<u>\$ 75,647</u>	<u>\$ 92,585</u>	<u>\$ 103,788</u>
<b>Department Total</b>	<u><u>\$ 459,235</u></u>	<u><u>\$ 488,430</u></u>	<u><u>\$ 554,121</u></u>	<u><u>\$ 590,883</u></u>

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****City Comptroller****Account Code:****A1315****Function:****General Government Support****FY 2024-25 Proposed Budget****Personal Services**

A.1315.0110	Salaries		
	City Comptroller	\$	108,863
	Accountant (.57)		<u>47,318</u>
		\$	156,181
A.1315.0120	Clerical		
	Principal Account Clerk (2)		113,946
	Senior Account Clerk Typist		<u>49,843</u>
			163,789
A.1315.0150	Overtime		3,000
A.1315.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services	\$	<u>325,770</u>

**Operating Expenses**

A.1315.0420	Insurance		\$	2,850
A.1315.0430	Contracted Services			
	Office Equipment Maintenance	\$	250	
	Advertising - Tax/Audit/Debt Notices		875	
	Bankruptcy Search Services		100	
	Financial Software Maintenance		39,500	
	Credit Card Processing Fees		55,000	
	Record Management Services		360	
	Debt Disclosure Filing		1,500	
	Parking Ticket Software Maintenance		15,000	
	Fixed Asset Software Maintenance		1,900	
	Shipping		<u>50</u>	
				114,535
A.1315.0440	Fees, Non Employees			
	Single Audit		27,040	
	Actuarial Services		<u>6,000</u>	
				33,040
A.1315.0450	Miscellaneous			
	Travel and Training, Seminars		2,775	
	Dues and Publications		<u>1,125</u>	
				3,900
A.1315.0460	Materials and Supplies			
	Letterhead, Envelopes		250	
	Checks, 1099s, W-2s		<u>3,750</u>	
				4,000
A.1315.0465	Equipment < \$5,000			
	Computer		1,700	
	Miscellaneous Office Equipment		<u>1,300</u>	
				3,000
	Total Operating Expenses	\$		<u>161,325</u>

**Fringe Benefits**

A.1315.0810	New York State Employees' Retirement System	\$	46,401
A.1315.0830	Social Security		24,922
A.1315.0850	Health Insurance		<u>32,465</u>
	Total Fringe Benefits	\$	<u>103,788</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>590,883</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Purchasing  
**Account Code:** A1345  
**Function:** General Government Support

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.

**City of Watertown****Fiscal Year: FY 2024-25****Department: Purchasing****Account Code: A1345****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 73,825	\$ 77,090	\$ 83,851	\$ 89,830
120 Clerical	39,168	41,964	43,598	43,927
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>\$ 112,993</u>	<u>\$ 119,054</u>	<u>\$ 127,449</u>	<u>\$ 133,757</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	310	150	300	300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	150	1,347	1,650	1,650
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	23	188	300	300
465 Equipment < \$5,000	168	4,227	-	2,750
Total Operating Expenses	<u>\$ 651</u>	<u>\$ 5,912</u>	<u>\$ 2,250</u>	<u>\$ 5,000</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 19,183	\$ 15,515	\$ 19,787	\$ 21,453
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,873	8,117	9,750	10,232
840 Workers' Compensation	-	-	-	-
850 Health Insurance	22,369	30,690	39,450	43,834
Total Fringe Benefits	<u>\$ 49,425</u>	<u>\$ 54,322</u>	<u>\$ 68,987</u>	<u>\$ 75,519</u>
<b>Department Total</b>	<u><u>\$ 163,069</u></u>	<u><u>\$ 179,288</u></u>	<u><u>\$ 198,686</u></u>	<u><u>\$ 214,276</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Purchasing**

**Account Code:**

**A1345**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1345.0110	Salaries		
	Purchasing Manager	\$	89,830
A.1345.0120	Clerical		
	Senior Account Clerk Typist		<u>43,927</u>
	Total Personal Services	\$	<u>133,757</u>

**Operating Expenses**

A.1345.0430	Contracted Services		
	Printing	\$	300
A.1345.0450	Miscellaneous		
	Association Fees	\$	450
	Education/Travel and Training		<u>1,200</u>
			1,650
A.1345.0460	Materials and Supplies		300
A.1345.0465	Equipment < \$5,000		
	Office Table and Chairs		1,050
	Computer		<u>1,700</u>
			2,750
	Total Operating Expenses	\$	<u>5,000</u>

**Fringe Benefits**

A.1345.0810	New York State Employees' Retirement System	\$	21,453
A.1345.0830	Social Security		10,232
A.1345.0850	Health Insurance		<u>43,834</u>
	Total Fringe Benefits	\$	<u>75,519</u>

**TOTAL BUDGET** \$ 214,276

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Assessment  
**Account Code:** A1355  
**Function:** General Government Support

The City Assessor's primary responsibility is to ensure the fairness of tax assessments. This involves actively managing a database of over 9,000 parcels, updating information through physical inspections and tracking building and maintenance permits. The department oversees changes and corrections to tax maps based on the approximately 700 property transfers filed each year.

In addition, the department generates more than 25,000 tax bills annually for properties within the City of Watertown, covering City, School, and County taxes. The billing process includes re-levying delinquent water/sewer, DPW, and sidewalk improvement charges.

In the course of our work, we administer more than 3,000 escrow accounts and 5,100 real property tax exemptions. The department is staffed by three individuals: the City Assessor, Real Property Appraiser, and Real Property Tax Aide.

**City of Watertown****Fiscal Year: FY 2024-25****Department: Assessment****Account Code: A1355****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 74,964	\$ 79,006	\$ 82,846	\$ 75,588
120 Clerical	-	-	-	-
130 Wages	62,558	90,609	108,739	111,639
140 Temporary	-	-	-	-
150 Overtime	149	163	250	250
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	370	1,500	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 137,671</u>	<u>\$ 170,148</u>	<u>\$ 193,335</u>	<u>\$ 187,477</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	6,240	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 6,240</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 264	\$ 264	\$ 300	\$ 300
420 Insurance	-	-	-	-
430 Contracted Services	3,664	3,733	3,820	3,820
440 Fees Non Employees	30,227	11,764	35,000	35,000
450 Miscellaneous	7,568	8,815	11,200	11,600
455 Vehicle Expenses	1,405	1,651	1,925	1,925
460 Materials and Supplies	2,478	3,107	1,780	1,880
465 Equipment < \$5,000	1,190	1,190	1,700	1,700
Total Operating Expenses	<u>\$ 46,796</u>	<u>\$ 30,524</u>	<u>\$ 55,725</u>	<u>\$ 56,225</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 17,787	\$ 15,946	\$ 25,859	\$ 29,341
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,262	12,604	14,791	14,342
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	9,483	20,200	46,795
Total Fringe Benefits	<u>\$ 28,049</u>	<u>\$ 38,033</u>	<u>\$ 60,850</u>	<u>\$ 90,478</u>
<b>Department Total</b>	<u><u>\$ 212,516</u></u>	<u><u>\$ 244,945</u></u>	<u><u>\$ 309,910</u></u>	<u><u>\$ 334,180</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Assessment  
**Account Code:** A1355  
**Function:** General Government Support

		<u>FY 2024-25 Proposed Budget</u>	
<b>Personal Services</b>			
A.1355.0110	Salaries		
	City Assessor		\$ 75,588
A.1355.0130	Wages		
	Real Property Appraiser	64,583	
	Real Property Tax Services Aide	<u>47,056</u>	111,639
A.1355.0150	Overtime		<u>250</u>
	Total Personal Services		<u>\$ 187,477</u>
<b>Operating Expenses</b>			
A.1355.0410	Utilities		
	Tablet Data Plan		\$ 300
A.1355.0430	Contracted Services		
	Advertising Expenses	\$ 120	
	Fulcrum	800	
	SDG Link Maintenance	1,100	
	Data Processing Service (RPS)	<u>1,800</u>	\$ 3,820
A.1355.0440	Fees, Non Employees		
	Legal and Appraisals Services		35,000
A.1355.0450	Miscellaneous		
	Professional Organization Dues	500	
	Travel and Training	2,500	
	Postage	<u>8,600</u>	11,600
A.1355.0455	Vehicle Expenses		
	Fuel	250	
	Vehicle Maintenance	600	
	Insurance	<u>1,075</u>	1,925
A.1355.0460	Materials and Supplies		
	Tax Bills and Notices	1,600	
	Office Supplies	<u>280</u>	1,880
A.1355.0465	Equipment < \$5,000		
	Computer		<u>1,700</u>
	Total Operating Expenses		<u>\$ 56,225</u>
<b>Fringe Benefits</b>			
A.1355.0810	New York State Employees' Retirement System		\$ 29,341
A.1355.0830	Social Security		14,342
A.1355.0850	Health Insurance		<u>46,795</u>
	Total Fringe Benefits		<u>\$ 90,478</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 334,180</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Miscellaneous  
**Account Code:** A1362, A1380, A1930, A1950, A1990  
**Function:** General Government Support

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.1362.0430 Tax Advertising	\$ 18,693	\$ 9,061	\$ 20,000	\$ 20,000
A.1930.0430 Judgments and Claims	29,249	20,805	15,000	13,000
A.1950.0430 Real Property Taxes	26,102	26,106	28,000	37,000
A.1990.0430 Contingency	<u>-</u>	<u>-</u>	<u>381,623</u>	<u>855,000</u>
<b>TOTAL BUDGET</b>	<u>\$ 74,044</u>	<u>\$ 55,972</u>	<u>\$ 444,623</u>	<u>\$ 925,000</u>

A.1362.0430 - Tax Advertising - Expenses related to Tax Sale procedure including lien searches, filing fees and advertising costs.

A.1930.0430 - Judgments and Claims - Expenses associated with settlements in certiorari cases.

A.1950.0430 - Real Property Taxes - Taxes on City owned property located outside corporate limits of the City.

A.1990.0430 - Contingency - Projected salary and benefit increases for outstanding collective bargaining units, deferred compensation payments and other miscellaneous items.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Property Acquired  
**Account Code:** A1364  
**Function:** General Government Support

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.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Property Acquired

**Account Code:** A1364

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	1,239	620	500	500
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	184	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	326	500	500
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 1,239	\$ 1,130	\$ 1,000	\$ 1,000
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
<b>Department Total</b>	<b>\$ 1,239</b>	<b>\$ 1,130</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Property Acquired**

**Account Code:**

**A1364**

**Function:**

**General Government Support**

**Operating Expenses**

**FY 2024-25 Proposed Budget**

A.1364.0430	Contracted Services		
	Auction Notices	\$	250
	Deed Filings		<u>250</u>
			\$ 500
A.1364.0460	Materials and Supplies		<u>500</u>
	Total Operating Expenses		<u>\$ 1,000</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 1,000</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** City Clerk  
**Account Code:** A1410  
**Function:** General Government Support

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 while striving to provide quality service to the citizens of the area, other government agencies and departments within our City government structure.

**City of Watertown****Fiscal Year: FY 2024-25****Department: City Clerk****Account Code: A1410****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 149,895	\$ 156,989	\$ 164,112	\$ 171,890
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>\$ 149,895</u>	<u>\$ 156,989</u>	<u>\$ 164,112</u>	<u>\$ 171,890</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	4,644	12,702	8,750	9,275
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,106	894	3,110	2,910
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,362	1,756	2,100	2,300
465 Equipment < \$5,000	137	1,190	-	1,700
Total Operating Expenses	<u>\$ 7,249</u>	<u>\$ 16,542</u>	<u>\$ 13,960</u>	<u>\$ 16,185</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 19,726	\$ 16,888	\$ 21,474	\$ 26,243
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	10,468	10,969	12,554	13,149
840 Workers' Compensation	-	-	-	-
850 Health Insurance	34,450	37,701	46,457	51,619
Total Fringe Benefits	<u>\$ 64,644</u>	<u>\$ 65,558</u>	<u>\$ 80,485</u>	<u>\$ 91,011</u>
<b>Department Total</b>	<u><u>\$ 221,788</u></u>	<u><u>\$ 239,089</u></u>	<u><u>\$ 258,557</u></u>	<u><u>\$ 279,086</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**City Clerk**

**Account Code:**

**A1410**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1410.0110

Salaries

City Clerk	\$	77,678	
Deputy City Clerk (2)		<u>94,212</u>	\$ 171,890
Total Personal Services			<u>\$ 171,890</u>

**Operating Expenses**

A.1410.0430

Contracted Services

BAS Clerk Software Fee	\$	2,650	
BAS Online Dog Licensing Software Fee		350	
Online Code Book Updates (E-Code)		1,300	
Copier Maintenance Agreement		650	
Records Management Disposal Services		125	
General Code Supplements		4,000	
Shipping		<u>200</u>	\$ 9,275

A.1410.0450

Miscellaneous

Education/Staff Training		2,500	
Membership Dues		350	
Notary Renewal		<u>60</u>	2,910

A.1410.0460

Materials and Supplies

Historian Supplies		100	
Office Supplies		<u>2,200</u>	2,300

A.1410.0465

Equipment < \$5,000

Computer			<u>1,700</u>
Total Operating Expenses			<u>\$ 16,185</u>

**Fringe Benefits**

A.1410.0810

New York State Employees' Retirement System \$ 26,243

A.1410.0830

Social Security 13,149

A.1410.0850

Health Insurance 51,619

Total Fringe Benefits \$ 91,011

**TOTAL BUDGET** \$ 279,086

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Law  
**Account Code:** A1420  
**Function:** General Government Support

The City Attorney 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. The City Attorney 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 the City Attorney. The City Attorney provides interpretation of City Code, State and Federal laws and provides legal opinion as required. The City employs specialized counsel as circumstances require.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Law

**Account Code:** A1420

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	73	-	-
440 Fees Non Employees	229,331	355,176	510,000	425,000
450 Miscellaneous	440	4,471	15,000	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 229,771</u>	<u>\$ 359,720</u>	<u>\$ 525,000</u>	<u>\$ 425,000</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Department Total</b>	<u><u>\$ 229,771</u></u>	<u><u>\$ 359,720</u></u>	<u><u>\$ 525,000</u></u>	<u><u>\$ 425,000</u></u>

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Law**

**Account Code: A1420**

**Function: General Government Support**

**FY 2024-25 Proposed Budget**

**Operating Expenses**

A.1420.0440

Fees, Non Employees

General Counsel Law Firm \$ 350,000

Other Law Firms 65,000

Miscellaneous Legal Support (Arbitrators,  
Stenographers, etc.)

10,000 \$ 425,000

Total Operating Expenses \$ 425,000

**TOTAL BUDGET** \$ 425,000

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Civil Service  
**Account Code:** A1430  
**Function:** General Government Support

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 310 competitive, 255 non-competitive, 84 labor, 9 exempt, and 4 unclassified positions (for a total of 658 employees). The department is staffed with a full-time Executive Secretary.

**City of Watertown****Fiscal Year: FY 2024-25****Department: Civil Service****Account Code: A1430****Function: General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 49,702	\$ 58,114	\$ 55,675	\$ 57,824
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	60	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	200	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 49,762</u>	<u>\$ 58,314</u>	<u>\$ 55,675</u>	<u>\$ 57,824</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	7,082	2,466	7,850	24,150
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	694	3,085	4,180	3,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	21	198	300	300
465 Equipment < \$5,000	-	894	1,500	-
Total Operating Expenses	<u>\$ 7,797</u>	<u>\$ 6,643</u>	<u>\$ 13,830</u>	<u>\$ 27,450</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 4,654	\$ 4,281	\$ 5,568	\$ 6,719
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,505	4,104	4,259	4,424
840 Workers' Compensation	-	-	-	1,000
850 Health Insurance	-	10,462	19,250	21,389
Total Fringe Benefits	<u>\$ 8,159</u>	<u>\$ 18,847</u>	<u>\$ 29,077</u>	<u>\$ 33,532</u>
<b>Department Total</b>	<u><u>\$ 65,718</u></u>	<u><u>\$ 83,804</u></u>	<u><u>\$ 98,582</u></u>	<u><u>\$ 118,806</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Civil Service**

**Account Code:**

**A1430**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1430.0110	Salaries		
	Executive Secretary to Civil Service Commission	\$	57,824
	Total Personal Services	\$	<u>57,824</u>

**Operating Expenses**

A.1430.0430	Contracted Services		
	Advertising (Public Hearings)	\$	150
	Merchant Fees for Online Applications		2,000
	NEOGov Initial Software Setup Fee		4,500
	NEOGov Annual Software Subscription Agreee	<u>17,500</u>	\$ 24,150
A.1430.0450	Miscellaneous		
	Membership Dues		200
	Annual Civil Service Conference		1,400
	Annual Human Resources Conference	<u>1,400</u>	3,000
A.1430.0460	Materials and Supplies		
	Printed Forms, Letterhead		<u>300</u>
	Total Operating Expenses	\$	<u>27,450</u>

**Fringe Benefits**

A.1430.0810	New York State Employees' Retirement System	\$	6,719
A.1430.0830	Social Security		4,424
A.1430.0840	Workers Compensation		1,000
A.1430.0850	Health Insurance		<u>21,389</u>
	Total Fringe Benefits	\$	<u>33,532</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>118,806</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Human Resources  
**Account Code:** A1435  
**Function:** General Government Support

The City of Watertown Human Resources Department is responsible for Personnel Administration of the City's roughly 325 full-time employees. This Department facilitates the hiring of new employees, employee discipline, supports contract negotiations, Workers' Compensation, unemployment, civil rights, employee safety, employee leaves, labor relations and oversees the City's Benefits Administrator and Executive Secretary to the Civil Service Commission.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Human Resources

**Account Code:** A1435

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 80,573	\$ 85,400	\$ 89,059	\$ 95,711
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>\$ 80,573</u>	<u>\$ 85,400</u>	<u>\$ 89,059</u>	<u>\$ 95,711</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	43,677	33,862	74,615	74,615
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	2,125	1,119	3,400	3,400
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,908	1,288	1,850	1,850
465 Equipment < \$5,000	1,574	1,298	-	-
Total Operating Expenses	<u>\$ 49,284</u>	<u>\$ 37,567</u>	<u>\$ 79,865</u>	<u>\$ 79,865</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 12,134	\$ 10,377	\$ 13,250	\$ 11,121
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	5,668	5,998	6,813	7,322
840 Workers' Compensation	-	-	-	-
850 Health Insurance	15,702	17,184	21,175	23,528
Total Fringe Benefits	<u>\$ 33,504</u>	<u>\$ 33,559</u>	<u>\$ 41,238</u>	<u>\$ 41,971</u>
<b>Department Total</b>	<u><u>\$ 163,361</u></u>	<u><u>\$ 156,526</u></u>	<u><u>\$ 210,162</u></u>	<u><u>\$ 217,547</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Human Resources**

**Account Code:**

**A1435**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1435.0110

Salaries

Human Resources Manager (1 @ .90)

\$ 83,637

Benefits Administrator (1 @ .20)

12,074 \$ 95,711

Total Personal Services

\$ 95,711

**Operating Expenses**

A.1435.0430

Contracted Services

Safety Consultant

\$ 37,200

Unemployment Services

1,815

Drug Testing Annual Fee

300

Investigation Services

6,000

Background Checks

3,600

Employee Learning Management System

20,000

Federally Mandated Training and Employee Assistance Program

5,700

\$ 74,615

A.1435.0450

Miscellaneous

Membership Dues

400

Travel and Training

3,000

3,400

A.1435.0460

Materials and Supplies

Toner / Postage / Supplies

750

Labor Law Posters

350

ID Card Printer Supplies

750

1,850

Total Operating Expenses

\$ 79,865

**Fringe Benefits**

A.1435.0810

New York State Employees' Retirement System

\$ 11,121

A.1435.0830

Social Security

7,322

A.1435.0850

Health Insurance

23,528

Total Fringe Benefits

\$ 41,971

**TOTAL BUDGET**

\$ 217,547

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Engineering  
**Account Code:** A1440  
**Function:** General Government Support

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 and a half Civil Engineer II's, and four Civil Engineer I's and a Secretary which is shared between the Planning Department and Engineering Department. 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Engineering

**Account Code:** A1440

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 350,992	\$ 387,222	\$ 508,218	\$ 486,022
120 Clerical	16,641	17,509	18,242	19,061
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>\$ 367,633</u>	<u>\$ 404,731</u>	<u>\$ 526,460</u>	<u>\$ 505,083</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 900	\$ 900	\$ 1,000	\$ 1,200
420 Insurance	-	-	-	-
430 Contracted Services	10,445	8,016	58,300	58,450
440 Fees Non Employees	7,071	-	15,000	23,000
450 Miscellaneous	2,710	4,634	8,750	11,200
455 Vehicle Expenses	3,262	3,589	6,675	5,075
460 Materials and Supplies	3,810	569	13,500	13,350
465 Equipment < \$5,000	6,188	7,918	3,800	6,100
Total Operating Expenses	<u>\$ 34,386</u>	<u>\$ 25,626</u>	<u>\$ 107,025</u>	<u>\$ 118,375</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 43,356	\$ 34,038	\$ 55,909	\$ 62,833
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	27,236	29,859	40,273	38,639
840 Workers' Compensation	4,972	-	250	-
850 Health Insurance	30,887	38,420	71,662	36,803
Total Fringe Benefits	<u>\$ 106,451</u>	<u>\$ 102,317</u>	<u>\$ 168,094</u>	<u>\$ 138,275</u>
<b>Department Total</b>	<u><u>\$ 508,470</u></u>	<u><u>\$ 532,674</u></u>	<u><u>\$ 801,579</u></u>	<u><u>\$ 761,733</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Engineering  
**Account Code:** A1440  
**Function:** General Government Support

		<u>FY 2024-25 Proposed Budget</u>	
<b>Personal Services</b>			
A.1440.0110	Salaries		
	City Engineer	\$ 127,913	
	Civil Engineer II (1.5)	113,981	
	Civil Engineer I (2 @ 1.0), (1 @ .60)	<u>244,128</u>	\$ 486,022
A.1440.0120	Clerical		
	Secretary (1 @ .5)		<u>19,061</u>
	Total Personal Services		<u>\$ 505,083</u>
<b>Operating Expenses</b>			
A.1440.0410	Utilities		\$ 1,200
A.1440.0430	Contracted Services		
	Equipment Service/Repair	\$ 1,200	
	Software and Tech Support	12,000	
	Monument Survey and Installation	10,000	
	Legal Advertisements	1,000	
	Filing Fees for Deeds/Easements	500	
	Pre-Design Engineering Inspections	25,000	
	Traffic Counts	5,000	
	Accela - AA User License	2,600	
	Equipment Maintenance Agreements	1,000	
	U-Dig Services	<u>150</u>	58,450
A.1440.0440	Fees, Non Employee		
	Surveying Agreement	15,000	
	Surveying - Goodale Street parcels	<u>8,000</u>	23,000
A.1440.0450	Miscellaneous		
	Travel	1,000	
	Training and Professional Development	4,000	
	Mileage Reimbursement	1,000	
	Professional Memberships	1,200	
	Texts/Reference Materials	<u>4,000</u>	11,200
A.1440.0455	Vehicle Expense		
	Insurance	1,075	
	Fuel and Oil	2,500	
	Maintenance/Repairs	<u>1,500</u>	5,075

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Engineering  
**Account Code:** A1440  
**Function:** General Government Support

**FY 2024-25 Proposed Budget**

A.1440.0460	Materials and Supplies		
	CAD/Drafting Supplies	1,000	
	Monument Supplies	8,000	
	Field Supplies	1,500	
	Office Supplies	2,000	
	Safety Shoes	850	13,350
		<hr/>	
A.1440.0465	Equipment < \$5,000		
	Field Equipment	500	
	Total Station - Miscellaneous Equipment	500	
	Computers	5,100	6,100
		<hr/>	
	Total Operating Expenses		<u>\$ 118,375</u>
<b>Fringe Benefits</b>			
A.1440.0810	New York State Employees' Retirement System	\$	62,833
A.1440.0830	Social Security		38,639
A.1440.0850	Health Insurance		36,803
	Total Fringe Benefits	\$	<u>138,275</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>761,733</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Public Works Administration  
**Account Code:** A1490  
**Function:** General Government Support

This account is responsible for the administrative, operational supervision and coordination of a multi-tasked, full service traditional Public Works Department. The office clerical staff provides full accounting, billing, payroll calculations and personnel record keeping for all full-time & temporary employees. In addition, the office administers all of the requests for refuse service including new account set-up and quarterly billing. Administration staff maintains safety compliance, employee training, project management and budgeting functions. There are a total of three full time employees within this account with two other employees splitting time between Central Garage and Refuse services.

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Public Works Administration****Account Code:****A1490****Function:****General Government Support**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 130,502	\$ 190,733	\$ 195,947	\$ 196,630
120 Clerical	73,198	62,637	81,957	82,444
130 Wages	4,564	-	-	-
140 Temporary	-	-	-	-
150 Overtime	8,086	13,731	4,000	7,000
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>\$ 216,350</u>	<u>\$ 267,101</u>	<u>\$ 281,904</u>	<u>\$ 286,074</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	10,000
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 30,385	\$ 27,388	\$ 28,185	\$ 29,000
420 Insurance	3,983	8,357	9,200	12,125
430 Contracted Services	61,979	46,608	97,590	135,960
440 Fees Non Employees	3,391	3,554	3,000	3,000
450 Miscellaneous	312	985	7,400	7,400
455 Vehicle Expenses	3,683	3,957	4,600	4,625
460 Materials and Supplies	18,519	14,013	22,300	29,000
465 Equipment < \$5,000	5,057	4,762	10,000	13,200
Total Operating Expenses	<u>\$ 127,309</u>	<u>\$ 109,624</u>	<u>\$ 182,275</u>	<u>\$ 234,310</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 47,214	\$ 29,001	\$ 34,031	\$ 33,240
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	15,713	19,530	21,566	21,885
840 Workers' Compensation	-	-	250	-
850 Health Insurance	31,443	32,967	47,339	65,143
Total Fringe Benefits	<u>\$ 94,370</u>	<u>\$ 81,498</u>	<u>\$ 103,186</u>	<u>\$ 120,268</u>
<b>Department Total</b>	<u><u>\$ 438,029</u></u>	<u><u>\$ 458,223</u></u>	<u><u>\$ 567,365</u></u>	<u><u>\$ 650,652</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Public Works Administration**

**Account Code:**

**A1490**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1490.0110	Salaries		
	Superintendent of Public Works	\$ 105,214	
	Asst. Superintendent of Public Works	<u>91,416</u>	\$ 196,630
A.1490.0120	Clerical		
	Principal Account Clerk	59,700	
	Senior Account Clerk Typist (1 @ .15), (1 @ .85)	<u>22,744</u>	82,444
A.1490.0150	Overtime		<u>7,000</u>
	Total Personal Services		<u>\$ 286,074</u>

**Equipment**

A.1490.0250	Other Equipment		
	Copier/Scanner/Printer		<u>\$ 10,000</u>
	Total Equipment Expenses		<u>\$ 10,000</u>

**Operating Expenses**

A.1490.0410	Utilities		
	Water/Sewer	\$ 1,300	
	Electric	8,000	
	Natural Gas	15,000	
	Westelcom Telephone	3,000	
	Tablet Aircard (x3)	1,000	
	Cellular Phone Service	<u>700</u>	\$ 29,000
A.1490.0420	Insurance		12,125
A.1490.0430	Contracted Services		
	Rug/Mat Rentals	1,000	
	Pest Control	1,560	
	Cartegraph Software Maintenance	14,800	
	Weather Forecast Service	1,000	
	Annual Monitoring of Heat Detectors	300	
	HVAC/Plumbing Maintenance	8,000	
	Building 521d Roof Extension	15,000	
	Sprinkler System Maintenance	2,500	
	Internal Sprinkler Pipe Inspection	2,500	
	Generator Maintenance	1,000	
	Seal Coat Yard/Seal Fuel Pad	12,000	
	Overhead Door Preventive Maintenance (21)	8,000	
	Buildings and Grounds Window In-fill (547 Newell St. side)	10,000	
	Street Assessment Survey	22,000	
	Annual Fire Extinguisher Inspections	2,000	

**City of Watertown**

**Fiscal Year: FY 2024-25**  
**Department: Public Works Administration**  
**Account Code: A1490**  
**Function: General Government Support**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.1490.0430	Contracted Services continued:		
	Fence and Gate Repairs	1,500	
	Office Equipment Maint./Repair	1,800	
	Buildings and Grounds (547 Newell St) Office repairs	20,000	
	Office Flooring	10,000	
	Small Equipment Repairs	<u>1,000</u>	135,960
A.1490.0440	Fees, Non-Employees		
	CDL Mandated Random Testing		3,000
A.1490.0450	Miscellaneous		
	Subscriptions and Memberships	1,000	
	PESH Training / First Aid	1,000	
	Conference and Special Training/Webinars	5,000	
	Reference Manuals	<u>400</u>	7,400
A.1490.0455	Vehicle Expenses		
	Vehicle Fuel and Lubricants	825	
	Maintenance and Repairs	600	
	Insurance	<u>3,200</u>	4,625
A.1490.0460	Materials and Supplies		
	<u>Public Works Administration:</u>		
	Safety Shoes/Related Equipment	1,500	
	Small Tools and Materials	2,500	
	Building/Grounds Maintenance and Repair Materials	4,000	
	Janitorial/Restroom Supplies	6,000	
	Office Equipment Supplies	500	
	<u>Central Storeroom Materials:</u>		
	Barricade Parts/Batteries	2,500	
	Lumber and Materials	2,500	
	Small Hand Tools/Equipment	2,000	
	Safety Vests, Gloves, etc. (Stock)	5,000	
	Miscellaneous Supplies	<u>2,500</u>	29,000
A.1490.0465	Equipment < \$5,000		
	Office Furniture	4,000	
	Monitor	1,500	
	Projector	1,000	
	Automatic External Defibrillator (2)	5,000	
	Computer	<u>1,700</u>	13,200
	Total Operating Expenses		<u>\$ 234,310</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Public Works Administration  
**Account Code:** A1490  
**Function:** General Government Support

**FY 2024-25 Proposed Budget**

**Fringe Benefits**

A.1490.0810	New York State Employees' Retirement System	\$	33,240
A.1490.0830	Social Security		21,885
A.1490.0850	Health Insurance		<u>65,143</u>
	Total Fringe Benefits	\$	<u>120,268</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>650,652</u></u>

A1490 – Public Works Administration

Fiscal Year 2024-25  
Vehicles and Equipment

Copier/Printer/Scanner

\$10,000

This unit will replace the 12-year-old multifunctional system serving the Administration Office on Newell Street.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Municipal Building  
**Account Code:** A1620  
**Function:** General Government Support

The staff of this department is responsible for City Hall, including the leased areas of the building for the City Court facilities, A2486 the NYS Unified Court Administration and the Flower Memorial Library pertaining to cleaning, systems maintenance, grounds upkeep, minor repairs and any renovation projects. They also provide services to the Department of Public Works facility.

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Municipal Building****Account Code:****A1620****Function:****General Government Support**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Budget Summary</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	59,702	93,180	114,882	119,525
140 Temporary	-	-	-	-
150 Overtime	4,280	7,002	20,000	10,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,600	2,285	2,150	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
<b>Total Personal Services</b>	<b>\$ 65,582</b>	<b>\$ 102,467</b>	<b>\$ 137,032</b>	<b>\$ 130,925</b>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	20,751	-	-	-
<b>Total Equipment</b>	<b>\$ 20,751</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Expenses</b>				
410 Utilities	\$ 46,845	\$ 47,631	\$ 49,300	\$ 45,950
420 Insurance	13,829	16,302	18,000	21,500
430 Contracted Services	41,424	37,387	71,000	47,800
440 Fees Non Employees	310	170	-	-
450 Miscellaneous	175	698	-	-
455 Vehicle Expenses	497	3,122	1,250	5,000
460 Materials and Supplies	24,102	49,854	32,500	15,000
465 Equipment < \$5,000	4,222	16,601	13,500	7,500
<b>Total Operating Expenses</b>	<b>\$ 131,404</b>	<b>\$ 171,765</b>	<b>\$ 185,550</b>	<b>\$ 142,750</b>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 7,271	\$ 7,990	\$ 17,487	\$ 19,262
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,872	7,718	10,483	10,016
840 Workers' Compensation	-	-	250	-
850 Health Insurance	7,490	14,279	19,118	26,252
<b>Total Fringe Benefits</b>	<b>\$ 19,633</b>	<b>\$ 29,987</b>	<b>\$ 47,338</b>	<b>\$ 55,530</b>
<b>Department Total</b>	<b>\$ 237,370</b>	<b>\$ 304,219</b>	<b>\$ 369,920</b>	<b>\$ 329,205</b>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Building**

**Account Code:**

**A1620**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1620.0130	Wages		
	Custodial and Maintenance Supervisor (1 @ .5)	\$	31,592
	Facilities Maintenance Worker (2 @.50), (1 @ 1.0)		
			<u>87,933</u>
		\$	119,525
A.1620.0150	Overtime		10,000
A.1620.0175	Health Insurance Buyout		<u>1,400</u>
	Total Personal Services	\$	<u>130,925</u>

**Operating Expenses**

A.1620.0410	Utilities		
	Phone System	\$	15,000
	Water and Sewer		3,650
	Electric		19,000
	Electric (Town Clock)		1,800
	Natural Gas		<u>6,500</u>
		\$	45,950
A.1620.0420	Insurance		21,500
A.1620.0430	Contracted Services		
	Security System Contract		1,500
	Seimen's Contract		12,000
	Buildings and Grounds Repairs		2,500
	HVAC Maintenance and Repairs		25,000
	Fire Extinguisher Inspections/Service		1,000
	Elevator Maintenance		2,500
	Town Clock Maintenance		2,500
	Generator Contract		<u>800</u>
			47,800
A.1620.0455	Vehicle Expenses		
	Small Engine Repair		1,000
	Insurance		1,000
	Vehicle Maintenance		1,500
	Gasoline/Diesel		<u>1,500</u>
			5,000
A.1620.0460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax		15,000
A.1620.0465	Equipment < \$5,000		
	Locksets for Accessibility & Security		1,500
	Key Cutting Machine		3,000
	Maintenance Tools		<u>3,000</u>
			7,500
	Total Operating Expenses	\$	<u>142,750</u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Building**

**Account Code:**

**A1620**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Fringe Benefits**

A.1620.0810	New York State Employees' Retirement System	\$	19,262
A.1620.0830	Social Security		10,016
A.1620.0850	Health Insurance		<u>26,252</u>
	Total Fringe Benefits	\$	<u>55,530</u>
	<b>TOTAL BUDGET</b>	\$	<u>329,205</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Central Garage  
**Account Code:** A1640  
**Function:** General Government Support

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 seven full-time employees in this department consisting of a Fleet Manager, five Motor Equipment Mechanics, and a Senior Account Clerk/Typist splitting time with DPW Administration.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Central Garage

**Account Code:** A1640

**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 58,186	\$ 95,471	\$ 80,012	\$ 82,412
120 Clerical	29,236	33,524	36,408	38,073
130 Wages	252,359	251,097	289,080	275,342
140 Temporary	-	-	-	-
150 Overtime	4,444	5,146	6,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	2,277	2,800	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 347,025</u>	<u>\$ 387,515</u>	<u>\$ 414,300</u>	<u>\$ 404,627</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	15,686	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 15,686</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 13,401	\$ 15,595	\$ 12,700	\$ 12,900
420 Insurance	5,922	7,395	8,150	10,300
430 Contracted Services	62,710	61,335	89,189	160,975
440 Fees Non Employees	320	430	300	300
450 Miscellaneous	3,367	185	8,550	6,050
455 Vehicle Expenses	5,047	8,112	7,525	7,540
460 Materials and Supplies	161,871	137,092	137,550	137,180
465 Equipment < \$5,000	6,602	12,306	21,100	17,100
Total Operating Expenses	<u>\$ 259,240</u>	<u>\$ 242,450</u>	<u>\$ 285,064</u>	<u>\$ 352,345</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 43,540	\$ 39,267	\$ 51,134	\$ 58,485
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	25,292	28,423	31,694	30,956
840 Workers' Compensation	2,117	938	250	250
850 Health Insurance	73,911	69,049	108,863	84,008
Total Fringe Benefits	<u>\$ 144,860</u>	<u>\$ 137,677</u>	<u>\$ 191,941</u>	<u>\$ 173,699</u>
<b>Department Total</b>	<u><u>\$ 751,125</u></u>	<u><u>\$ 783,328</u></u>	<u><u>\$ 891,305</u></u>	<u><u>\$ 930,671</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Central Garage  
**Account Code:** A1640  
**Function:** General Government Support

**FY 2024-25 Proposed Budget**

**Personal Services**

A1640.0110	Salaries		
	Fleet Manager	\$	82,412
A.1640.0120	Clerical		
	Senior Account Clerk/Typist (1 @ .85)		38,073
A.1640.0130	Wages		
	Motor Equipment Mechanic Shop Foreman (1), Motor Equipment Mechanic (4) (a)		275,342
A.1640.0150	Overtime		6,000
A.1640.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services	\$	<u>404,627</u>

**Operating Expenses**

A.1640.0410	Utilities		
	Gas	\$	9,000
	Water/Sewer		3,500
	Cell Phone		<u>400</u>
		\$	12,900
A.1640.0420	Insurance		10,300
A.1640.0430	Contracted Services		
	Uniforms/Rug Rental		3,500
	Fuel Dispenser and Sump Pump Testing		2,600
	Part Machine Servicing		4,600
	Annual Sprinkler Inspection		500
	Oil, Filters and Antifreeze Disposal		4,000
	Overhead Door Preventive Maintenance (7)		4,500
	Brake Lathe Maintenance		600
	Shop Air Compressor Maintenance		1,600
	Building Roof Coating - 557 Newell St. (b)		25,000
	Interior/Exterior Door Replacements		7,000
	Repair/Replace Gutters - 557 Newell St. (c)		12,500
	Repair Building Expansion Joints - 557 Newell St. (d)		25,000
	Bus Wash Bay Trench Drain Repair (e)		14,000
	Veeder Root and Leak Detector Testing		1,500
	Heating/Plumbing Maintenance and Repairs		2,500
	HVAC Service Agreement		2,500

(a) The City is looking to create the position of Motor Equipment Mechanic Shop Foreman.

(b) DPW share is \$25,000 and Bus share is \$5,000; Total project cost is \$30,000

(c) DPW share is \$12,500 and Bus share is \$2,500; Total project cost is \$15,000

(d) DPW share is \$25,000 and Bus share is \$5,000; Total project cost is \$30,000

(e) DPW share is \$14,000 and Bus share is \$6,000; Total project cost is \$20,000

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Central Garage**

**Account Code:**

**A1640**

**Function:**

**General Government Support**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.1640.0430	Contracted Services continued:		
	HVAC Repairs/Replacements	8,500	
	Pest Control	1,500	
	Mandown Alarm Monitoring	400	
	Fire Alarm Testing	450	
	Fire Alarm Monitoring	450	
	Car Wash Maintenance	3,000	
	Vehicle Lift Annual OSHA Inspection	2,150	
	Vehicle Lift Repair	2,200	
	Fork Lift Maintenance	1,000	
	Pressure Washer Maintenance	1,500	
	<u>Vehicle Diagnostic Sytem Upgrades:</u>		
	Shop Key Program	2,900	
	Snapon Scanner Update (2)	2,200	
	CUMMINS Insite Program Renewal	950	
	Detroit Diesel	900	
	Ford VCM	900	
	Allison Update	1,000	
	CAT	2,800	
	Fuelmaster System Maintenance Contract	1,175	
	Fleet Maintenance Software (RTA)	5,500	
	Copier Maintenance Contract	400	
	Fuel Farm Maintenance	3,000	
	Fire Extinguisher Service	450	
	Parts Inventory	2,000	
	Crane Inspection and Certification (3)	1,850	
	Crane Repairs	1,000	
	Cylinder Rental	900	
		<hr/>	160,975
A.1640.0440	Fees, Non Employees		
	Employee Testing		300
A.1640.0450	Miscellaneous		
	Training/PESH	2,500	
	Fleet Maintenance Software (RTA) Training	2,500	
	Repair Manuals	800	
	Licensing/Subscriptions	250	
		<hr/>	6,050
A.1640.0455	Vehicle Expenses		
	Equipment Maintenance and Repair	1,500	
	Preventive Maintenance	1,000	
	Gasoline / Diesel	2,900	
	Insurance	2,140	
		<hr/>	7,540

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Central Garage**

**Account Code:**

**A1640**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

A.1640.0460	Materials and Supplies		
	Safety Shoes and Safety Apparel (7)	2,000	
	NYSI Authorization	180	
	Gas / Diesel / Lubricants (a)	102,000	
	Fuel Additives	3,000	
	Propane (1-127)	600	
	Diesel Exhaust Fluid	4,500	
	Shop Tool Replacements	3,000	
	Welding Gas	800	
	Shop Towels, Hand Soap, etc.	2,500	
	Water Cooler/Delivery	600	
	Misc. Parts for Maintenance/Repair (a)	<u>18,000</u>	137,180
A.1640.0465	Equipment < \$5,000		
	Computer	1,700	
	11' Rolling Ladder	1,750	
	Overhead Exhaust Hoses (2)	5,000	
	Lift Light Replacements (3)	3,000	
	Multi-Fluid Test Kit - Contaminated	650	
	Parts Shelving	2,500	
	Vehicle Diagnostic Software	<u>2,500</u>	<u>17,100</u>
	Total Operating Expenses		<u>\$ 352,345</u>
<b>Fringe Benefits</b>			
A.1640.0810	New York State Employees' Retirement System		\$ 58,485
A.1640.0830	Social Security		30,956
A.1640.0840	Workers' Compensation		250
A.1640.0850	Health Insurance		<u>84,008</u>
	Total Fringe Benefits		<u>\$ 173,699</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 930,671</u></u>

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Central Printing and Mailing  
**Account Code:** A1670  
**Function:** General Government Support

It is the responsibility of Central Printing and Mailing, which is overseen by the Purchasing Manager, to operate and maintain the copiers, 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Central Printing and Mailing  
**Account Code:** A1670  
**Function:** General Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	6,788	8,000	-
Total Equipment	<u>\$ -</u>	<u>\$ 6,788</u>	<u>\$ 8,000</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	5,058	5,805	5,600	5,800
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	30,000	28,000	29,000	30,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	27,396	32,828	30,000	32,200
465 Equipment < \$5,000	-	242	4,300	-
Total Operating Expenses	<u>\$ 62,454</u>	<u>\$ 66,875</u>	<u>\$ 68,900</u>	<u>\$ 68,000</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Department Total</b>	<u><u>\$ 62,454</u></u>	<u><u>\$ 73,663</u></u>	<u><u>\$ 76,900</u></u>	<u><u>\$ 68,000</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Central Printing and Mailing**

**Account Code:**

**A1670**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Operating Expenses**

A.1670.0430	Contracted Services			
	Postage Meter Rental	\$	800	
	Mail Machine Maintenance		1,000	
	Copier Maintenance and Supplies (2nd Floor)		2,000	
	Copier Maintenance and Supplies (3rd Floor)		<u>2,000</u>	\$ 5,800
A.1670.0450	Miscellaneous			
	Postage			30,000
A.1670.0460	Materials and Supplies			
	Office Supplies		31,000	
	Postage Machine Supplies (Ink and Tapes)		<u>1,200</u>	<u>32,200</u>
	Total Operating Expenses			<u>\$ 68,000</u>
	<b>TOTAL BUDGET</b>			<u><u>\$ 68,000</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Information Technology  
**Account Code:** A1680  
**Function:** General Government Support

The Information Technology 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 staff 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.

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Information Technology****Account Code:****A1680****Function:****General Government Support**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Budget Summary</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
<b>Personal Services</b>				
110 Salaries	\$ 145,882	\$ 153,906	\$ 162,456	\$ 169,209
120 Clerical	-	-	-	-
130 Wages	242,310	188,305	277,857	272,578
140 Temporary	-	9,903	-	15,680
150 Overtime	-	285	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	4,954	367	-	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
<b>Total Personal Services</b>	<b>\$ 393,146</b>	<b>\$ 352,766</b>	<b>\$ 441,313</b>	<b>\$ 461,267</b>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	21,705	11,000	115,000	115,000
<b>Total Equipment</b>	<b>\$ 21,705</b>	<b>\$ 11,000</b>	<b>\$ 115,000</b>	<b>\$ 115,000</b>
<b>Operating Expenses</b>				
410 Utilities	\$ 17,182	\$ 20,983	\$ 21,426	\$ 21,426
420 Insurance	-	-	-	27,150
430 Contracted Services	158,838	191,257	208,580	208,580
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	26	-	7,000	7,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	100	138	1,000	1,000
465 Equipment < \$5,000	6,799	8,815	13,600	23,600
<b>Total Operating Expenses</b>	<b>\$ 182,945</b>	<b>\$ 221,193</b>	<b>\$ 251,606</b>	<b>\$ 288,756</b>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 40,712	\$ 32,981	\$ 47,895	\$ 57,754
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	29,201	25,917	33,760	35,288
840 Workers' Compensation	4,950	549	250	-
850 Health Insurance	44,895	44,642	86,704	73,894
<b>Total Fringe Benefits</b>	<b>\$ 119,758</b>	<b>\$ 104,089</b>	<b>\$ 168,609</b>	<b>\$ 166,936</b>
<b>Department Total</b>	<b>\$ 717,554</b>	<b>\$ 689,048</b>	<b>\$ 976,528</b>	<b>\$ 1,031,959</b>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Information Technology**

**Account Code:**

**A1680**

**Function:**

**General Government Support**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.1680.0110	Salaries		
	Information Technology Manager	\$ 94,739	
	Information Technology Project Manager	74,470	\$ 169,209
A.1680.0130	Wages		
	GIS Coordinator	68,120	
	GIS Technician	49,493	
	Information Technology Specialist (3)	154,965	272,578
A.1680.0140	Temporary		15,680
A.1680.0150	Overtime		1,000
A.1680.0175	Health Insurance Buyout		2,800
	Total Personal Services		<u>\$ 461,267</u>

**Equipment**

A.1680.0250	Other Equipment		
	Servers	\$ 20,000	
	Phone System	95,000	\$ 115,000
	Total Equipment		<u>\$ 115,000</u>

**Operating Expenses**

A.1680.0410	Utilities		
	Westelcom Data/RPI	\$ 16,921	
	Spectrum Data	3,732	
	Cell phones	773	\$ 21,426
A.1680.0420	Insurance		27,150
A.1680.0430	Contracted Services		
	<u>Software Maintenance:</u>		
	ESRI (ARCGIS Maintenance and Support)	8,941	
	Hosted E-mail and Office	95,966	
	Website Hosting	2,472	
	Citizen and Staff Alerting Software	10,290	
	Emergency Notification Service	11,010	
	Antimalware Annual Subscription	7,475	
	Patch Management Licenses	2,580	
	E-Mail Security	5,909	
	Digicert SSL Certs	873	
	Firewall Support	4,650	
	Accela - KVS oracle	5,832	
	Accela - User License	2,708	
	Telephone System Maintenance	19,892	
	Fiber Repairs	4,000	
	Technical Support Services	1,000	
	STAT Communications Server RM	340	

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Information Technology**

**Account Code:**

**A1680**

**Function:**

**General Government Support**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.1680.0430	Contracted Services continued		
	Virtual Meeting Software	2,880	
	Remote Connection Software	1,236	
	See Click Fix Software	15,965	
	Electronic Equipment Recycling	100	
	Keeper Software	371	
	PDF Software	876	
	Amazon Web Services	<u>3,214</u>	208,580
A.1680.0450	Miscellaneous		
	Travel and Training		7,000
A.1680.0460	Materials and Supplies		
	Miscellaneous		1,000
A.1680.0465	Equipment < \$5,000		
	Computers / Tablets / Printers	3,000	
	Office Furniture	500	
	Phone Handsets and Equipment	100	
	Switches and Routers	<u>20,000</u>	<u>23,600</u>
	Total Operating Expenses		<u>\$ 288,756</u>
<b>Fringe Benefits</b>			
A.1680.0810	New York State Employees' Retirement System	\$	57,754
A.1680.0830	Social Security		35,288
A.1680.0850	Health Insurance		<u>73,894</u>
	Total Fringe Benefits	<u>\$</u>	<u>166,936</u>
<b>TOTAL BUDGET</b>		<u>\$</u>	<u>1,031,959</u>

A1680 – Information Technology

Fiscal Year 2024-25  
Vehicles and Equipment

Servers (2) \$20,000

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A percentage of servers are replaced annually. This helps to ensure that we replace aging and end of life hardware and software which is integral to minimizing vulnerability to security threats.



Telephone System \$95,000

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The City’s phone system is reaching the end of its useful life. Critical to daily operations, it is imperative to have a robust reliable phone system. The proliferation of IP telephony increases the importance of having an up to date system to prevent additional security risks.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Police  
**Account Code:** A3120  
**Function:** Public Safety

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 70 sworn officers and four full-time and part time civilian personnel. It is divided into three main divisions: Patrol, Investigations and Administration. In 2023, the Watertown Police Department received 25,456 calls for service, including 1,417 domestic incidents, 966 motor vehicle accidents, 89 drug offenses, 123 burglaries, 88 aggravated assaults, 30 weapons offenses, 43 sex offenses, 79 DWIs and 126 drug overdoses. WPD officers made 1,482 adult arrests, 40 juvenile arrests, 2,575 vehicle stops, and issued 1,701 uniform traffic tickets, and 1,230 parking tickets (936 tickets and 294 warnings).

**City of Watertown****Fiscal Year: FY 2024-25****Department: Police****Account Code: A3120****Function: Public Safety**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 243,129	\$ 256,309	\$ 260,439	\$ 268,252
120 Clerical	118,646	117,010	140,087	139,531
130 Wages	4,974,659	4,775,149	5,798,250	5,836,843
140 Temporary	45,765	45,972	53,000	46,000
150 Overtime	449,433	478,379	480,000	475,000
155 Holiday Pay	63,295	57,832	62,000	70,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	27,259	26,308	32,083	36,250
180 Roll Call Pay	46,233	43,761	45,000	45,000
185 On Call Pay	13,000	13,996	15,000	15,000
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	17,550	19,850	19,000	19,000
Total Personal Services	<u>\$ 5,998,969</u>	<u>\$ 5,834,566</u>	<u>\$ 6,904,859</u>	<u>\$ 6,950,876</u>
<b>Equipment</b>				
230 Vehicles	\$ 222,015	\$ 258,300	\$ 415,000	\$ 292,000
250 Other	25,460	-	50,000	24,500
Total Equipment	<u>\$ 247,475</u>	<u>\$ 258,300</u>	<u>\$ 465,000</u>	<u>\$ 316,500</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 22,640	\$ 20,872	\$ 27,900	\$ 27,900
420 Insurance	3,192	2,662	2,950	550
430 Contracted Services	227,499	346,004	369,050	404,750
440 Fees Non Employees	8,936	6,584	20,100	28,700
450 Miscellaneous	38,674	60,192	101,500	110,500
455 Vehicle Expenses	217,552	207,626	243,000	228,000
460 Materials and Supplies	100,519	69,857	197,650	173,250
465 Equipment < \$5,000	72,576	107,565	380,000	284,000
Total Operating Expenses	<u>\$ 691,588</u>	<u>\$ 821,362</u>	<u>\$ 1,342,150</u>	<u>\$ 1,257,650</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 11,211	\$ 9,926	\$ 12,030	\$ 14,192
820 NYS Police/Fire Retirement System	1,440,029	1,457,282	1,780,966	2,093,367
830 Social Security	441,168	428,682	523,844	531,739
840 Workers' Compensation	101,890	117,320	160,000	100,000
850 Health Insurance	712,389	719,610	1,056,898	1,125,748
Total Fringe Benefits	<u>\$ 2,706,687</u>	<u>\$ 2,732,820</u>	<u>\$ 3,533,738</u>	<u>\$ 3,865,046</u>
<b>Department Total</b>	<u><u>\$ 9,644,719</u></u>	<u><u>\$ 9,647,048</u></u>	<u><u>\$ 12,245,747</u></u>	<u><u>\$ 12,390,072</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Police  
**Account Code:** A3120  
**Function:** Public Safety

		<u>FY 2024-25 Proposed Budget</u>	
<b>Personal Services</b>			
A.3120.0110	Salaries		
	Police Chief	\$ 137,232	
	Police Captain	<u>131,020</u>	\$ 268,252
A.3120.0120	Clerical		
	Parking Enforcement Officer/Records Clerk	43,598	
	Parking Enforcement Officer (1 @ .5)	17,390	
	Secretary	43,598	
	Records Clerk	<u>34,945</u>	139,531
A.3120.0130	Wages		
	Police Lieutenant (5) (a)	666,671	
	Police Sergeant (8)	754,244	
	Police Detective (9)	757,451	
	Police Officer (48)	<u>3,658,477</u>	5,836,843
A.3120.0140	Temporary		
	School Crossing Guards		46,000
A.3120.0150	Overtime		475,000
A.3120.0155	Holiday Pay		70,000
A.3120.0175	Health Insurance Buyout		36,250
A.3120.0180	Roll Call Pay		45,000
A.3120.0185	On Call Pay		15,000
A.3120.0195	Clothing/Cleaning Allowance		<u>19,000</u>
	Total Personal Services		<u>\$ 6,950,876</u>
<b>Equipment</b>			
A.3120.0230	Motor Vehicles		
	Marked Patrol Car (3)	\$ 192,000	
	Unmarked Vehicles (2)	<u>100,000</u>	\$ 292,000
A.3120.0250	Other Equipment		
	Enclosed Supply Trailer	7,000	
	Universal Forensic Extraction Device (UFED)	<u>17,500</u>	<u>24,500</u>
	Total Equipment		<u>\$ 316,500</u>
<b>Operating Expenses</b>			
A.3120.0410	Utilities		
	National Grid	\$ 300	
	PSB Phone Charges	3,300	
	Cellular Telephones	6,300	
	Wireless Communication	<u>18,000</u>	\$ 27,900
A.3120.0420	Insurance		550

(a) On January 2, 2024 City Council temporarily approved the Police Department to have 6 Lieutenants due to a current employee being on medical leave and applying for a disability retirement.

City of Watertown

Fiscal Year: FY 2024-25

Department: Police

Account Code: A3120

Function: Public Safety

FY 2024-25 Proposed Budget

Operating Expenses

A.3120.0430	Contracted Services		
	Software Maintenance	41,000	
	Net Motion Security Contract	5,200	
	Live Scan Maintenance/Licensing	4,000	
	AXON Body Worn Cameras and Storage	66,000	
	AXON In-car Video Systems	43,000	
	AXON Body Worn Cameras Call		
	Tagging/Additional Equipment/Licenses	20,000	
	Officer Wellness	8,000	
	Ambulance Service	3,000	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	10,000	
	Advertising / Recruiting	7,500	
	Towing Service	2,000	
	Public Safety Building Maintenance	150,000	
	Radar Recertification	3,000	
	Portable Toilets	700	
	Taser Maintenance/Insurance	3,000	
	Copier Maintenance	4,600	
	Shred-con	750	
	Laser Printer Maintenance	1,000	
	Range Safety / Grounds Upgrades	30,000	
	Shipping Expenses	<u>500</u>	404,750
A.3120.0440	Fees, Non Employee		
	Department Therapy K9 with Training	7,000	
	K9 Boarding	1,250	
	Range Instructor Hearing Test	1,000	
	Veterinary Care	3,200	
	New Hires Physicals	6,000	
	New Hires Psychologicals	7,500	
	New Hires Polygraph	2,000	
	Crossing Guard Physicals	<u>750</u>	28,700
A.3120.0450	Miscellaneous		
	Jefferson Community College Rental Fee	6,000	
	Tuition Assistance	7,500	
	Training Schools	30,000	
	Employee Recognition Supplies	2,000	

City of Watertown

Fiscal Year: FY 2024-25

Department: Police

Account Code: A3120

Function: Public Safety

		<u>FY 2024-25 Proposed Budget</u>	
A.3120.0450	Miscellaneous continued:		
	Travel Reimbursements	15,000	
	Investigation Funds	25,000	
	Police Academy	<u>25,000</u>	110,500
A.3120.0455	Vehicle Expenses		
	Gasoline	110,000	
	Replacement Tires	20,000	
	Insurance	35,000	
	General and Collision Repairs	50,000	
	Preventive Maintenance	7,000	
	Vehicle Marking Materials	<u>6,000</u>	228,000
A.3120.0460	Materials and Supplies		
	Training Ammo	20,000	
	Service Ammo	10,000	
	Range Supplies	6,000	
	Pepperball Supplies	5,200	
	Quartermaster Program	30,000	
	New Hires - Quartermaster Program	25,000	
	Bulletproof Vests Replacements	10,000	
	Peer Support Team Supplies	2,500	
	Safety Flares	500	
	Identification Materials	5,000	
	K-9 Dog Food	3,000	
	K-9 Supplies	2,000	
	Parking Tickets	1,800	
	General Office Supplies	3,000	
	Printed Forms	2,500	
	Special Response Team (SRT)	15,000	
	Training Supplies	2,000	
	DARE Supplies	4,000	
	Crossing Guard Supplies	750	
	General Police Supplies	5,000	
	Portable Radio Batteries	2,500	
	Pepper Spray Replacement	500	
	Taser Cartridges	3,500	
	Printed Materials/Brochures	3,500	
	Evidence Electronic Storage Supplies	5,000	
	Defensive Tactics Supplies	<u>5,000</u>	173,250

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Police  
**Account Code:** A3120  
**Function:** Public Safety

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.3120.0465	Equipment < \$5,000		
	AXON Drones, Licensing and Training	30,000	
	In-vehicle Tablet Replacements	15,000	
	Computers and Printers	22,500	
	Radio Replacements	55,000	
	Officer/Vehicle First Aid Supplies	4,000	
	Office Equipment	1,500	
	Weapons - Trade/Replace (30)	25,500	
	Taser Replacements	56,000	
	Police Equipment	15,000	
	Alco Sdensor FST Units (10)	7,000	
	School Zone Signs (5)	18,000	
	Radar Units and Remotes(4)	16,000	
	Special Response Team (SRT) Headset with Wired Motorola APX Adapter (10)	14,000	
	SRT Ballistic Shied	4,500	284,000
	Total Operating Expenses		<u>\$ 1,257,650</u>
<b>Fringe Benefits</b>			
A.3120.0810	New York State Employees' Retirement System	\$	14,192
A.3120.0820	New York State Police/Fire Retirement System		2,093,367
A.3120.0830	Social Security		531,739
A.3120.0840	Workers' Compensation		100,000
A.3120.0850	Health Insurance		<u>1,125,748</u>
	Total Fringe Benefits	\$	<u>3,865,046</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>12,390,072</u></u>

A3120 – Police Department

Fiscal Year 2024-25  
Vehicles and Equipment

Patrol Vehicle Replacements (3) -

\$192,000

To effectively maintain the department's fleet in a cost effective manner, three (3) high mileage marked patrol cars (100,000 +) will be replaced. The NYS min bid process (if available) will be utilized to get the best pricing.



Unmarked Vehicle Replacement (2) -

\$100,000

To effectively maintain the department's fleet in a cost effective manner, two (2) high mileage unmarked cars (60K +) will be replaced. The NYS min bid process (if available) will be utilized to get the best pricing.

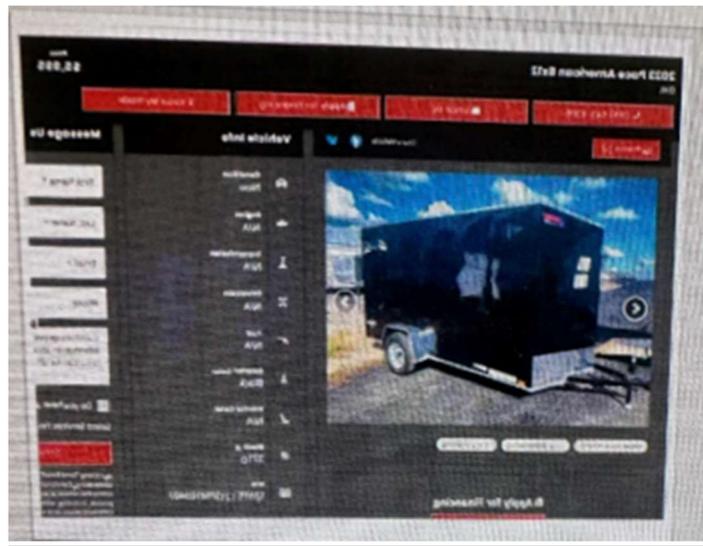


Fiscal Year 2024-25  
Vehicles and Equipment

Enclosed Supply Trailer \$7,000

This trailer will replace our current supply trailer that is at least twenty-five (25) years old.

The supply trailer is used for cone storage, barricades, shields, recruitment supplies and more. The trailer will allow for quick deployment when needed.



Universal Forensic Extraction Device (UFED) \$17,500

The Universal Forensic Extraction Device (UFED) will allow the Criminal Investigations Unit (CID) unit to effectively and quickly access electronic devices.

The UFED will be invaluable to investigations into lower-level crimes and especially those greater, more in depth serious crimes.

**Get the Most Out of Your Investigations**

- **Access to Broadest Range of Mobile Devices**  
Access critical digital evidence lawfully from feature and smartphones, drones, SIM cards, SD cards, GPS devices, and more.
- **Forensically Sound Collection**  
Maintain data integrity throughout lawful collection of digital evidence.
- **Deep Dive Collection Methods**  
Get the most accurate view of mobile devices with multiple unique data collection methods, including full file system (FFS) and physical extractions.

**On a Platform to Meet Your Needs**

**Cellebrite UFED Costs**

Instrument price- \$6,450.00  
Hardware kit- \$630.00  
Download USB Drive- \$80.00  
Initial user training- \$3,850.00 per person  
Annual subscription- \$6,100.00  
Operator bi-yearly recertification- \$289.00

**Total startup cost- \$17,399**  
**Annual Fees with one CCO- \$6,389.00**

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Fire  
**Account Code:** A3410  
**Function:** Public Safety

The City of Watertown Fire Department is an “all-hazards” department providing emergency and non-emergent services for the citizens of Watertown and the larger regional area. The department is staffed with 72 uniformed personnel (68 operational and 4 administrative) and one civilian Senior Account Clerk. Services provided include fire suppression and investigation, non-transport basic life support first response emergency medical care, hazardous materials, water/ice rescue and many technical rescue services. The department staffs three fire stations – the Massey Street Station houses Engine #1 and Truck #1 and Rescue #1, reserve apparatus, technical rescue trailers and serves as the department headquarters. The stations on State and Mill Streets house Engine #2 and Engine #3 respectively along with reserve apparatus. The department responds to over 5100 incidents annually. The department has an Insurance Services Office rating of 1, placing it in the top 1% of departments nationally.

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Fire**

**Account Code: A3410**

**Function: Public Safety**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b>Budget Summary</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
<b>Personal Services</b>				
110 Salaries	\$ 166,913	\$ 240,769	\$ 248,651	\$ 256,110
120 Clerical	32,260	38,091	42,079	50,543
130 Wages	4,871,270	5,033,539	5,459,023	5,836,506
140 Temporary	-	-	-	-
150 Overtime	1,039,051	1,335,291	950,000	900,000
155 Holiday Pay	203,559	201,834	229,454	245,575
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	52,584	50,696	50,000	50,000
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	15,900	201,600	31,500	33,000
191 Sick Leave Incentive	15,500	16,250	23,000	15,000
195 Clothing/Cleaning Allowance	-	-	-	-
<b>Total Personal Services</b>	<b>\$ 6,397,037</b>	<b>\$ 7,118,070</b>	<b>\$ 7,033,707</b>	<b>\$ 7,386,734</b>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ 104,518	\$ 80,000	\$ -
250 Other Equipment	38,188	-	111,330	47,000
<b>Total Equipment</b>	<b>\$ 38,188</b>	<b>\$ 104,518</b>	<b>\$ 191,330</b>	<b>\$ 47,000</b>
<b>Operating Expenses</b>				
410 Utilities	\$ 36,270	\$ 37,131	\$ 43,310	\$ 44,850
420 Insurance	13,435	23,543	25,900	27,750
430 Contracted Services	64,132	118,869	139,715	123,850
440 Fees Non Employees	6,438	16,932	20,600	23,100
450 Miscellaneous	16,571	21,613	41,100	62,250
455 Vehicle Expenses	169,501	187,367	154,500	158,595
460 Materials and Supplies	43,388	60,960	53,250	70,350
465 Equipment < \$5,000	144,440	112,188	231,745	327,300
<b>Total Operating Expenses</b>	<b>\$ 494,175</b>	<b>\$ 578,603</b>	<b>\$ 710,120</b>	<b>\$ 838,045</b>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 3,492	\$ 3,804	\$ 6,533	\$ 9,199
820 NYS Police/Fire Retirement System	1,704,420	1,903,320	2,203,473	2,602,007
830 Social Security	466,272	519,884	538,077	565,079
840 Workers' Compensation	208,381	79,631	205,000	100,000
850 Health Insurance	804,740	877,092	1,112,018	1,261,252
<b>Total Fringe Benefits</b>	<b>\$ 3,187,305</b>	<b>\$ 3,383,731</b>	<b>\$ 4,065,101</b>	<b>\$ 4,537,537</b>
<b>Department Total</b>	<b>\$ 10,116,705</b>	<b>\$ 11,184,922</b>	<b>\$ 12,000,258</b>	<b>\$ 12,809,316</b>

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Fire**

**Account Code: A3410**

**Function: Public Safety**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.3410.0110	Salaries		
	Fire Chief	\$ 131,020	
	Deputy Fire Chief	<u>125,090</u>	\$ 256,110
A.3410.0120	Clerical		
	Senior Account Clerk Typist		50,543
A.3410.0130	Wages		
	Battalion Fire Chief (4)	423,719	
	Fire Captain (22)	1,942,338	
	Firefighter (48)	3,460,449	
	Out of Rank	<u>10,000</u>	5,836,506
A.3410.0150	Overtime		900,000
A.3410.0155	Holiday Pay		245,575
A.3410.0175	Health Insurance Buyout		50,000
A.3410.0190	EMT Incentive		33,000
A.3410.0191	Sick Leave Incentive		<u>15,000</u>
	Total Personal Services		<u>\$ 7,386,734</u>

**Equipment**

A.3410.0250	Other Equipment > \$5,000		
	Utility Task Vehicle		<u>\$ 47,000</u>
	Total Equipment		<u>\$ 47,000</u>

**Operating Expenses**

A.3410.0410	Utilities		
	Telephone/Mobile Data	\$ 10,500	
	Westelcom	5,600	
	Natural Gas	12,350	
	Water and Sewer	3,000	
	Electric	<u>13,400</u>	\$ 44,850
A.3410.0420	Insurance		27,750
A.3410.0430	Contracted Services		
	Fire Apparatus Pump and Aerial Testing	12,000	
	Ground Ladder / Life Safety Equipment Testing	7,000	
	Printing, Copy Machine Service	200	
	Hydraulic Rescue Tool Maintenance	3,000	

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Fire**

**Account Code: A3410**

**Function: Public Safety**

**FY 2024-25 Proposed Budget**

A.3410.0430	Contracted Services continued:		
	Fire Alarm / Sprinkler Monitoring and Maint.	2,250	
	Miscellaneous Bldg. Repairs	8,650	
	Pest Control	1,950	
	Electric, Plumbing/HVAC Repairs	7,550	
	HVAC Service Contracts	8,650	
	Exhaust System Maintenance	2,500	
	Apparatus Door Maintenance	7,000	
	Compressed Gas Cylinder Leases	250	
	Radio Repair and Service	7,200	
	Portable Radio Software Programming	2,500	
	Turnout Gear Repair	4,500	
	Small Equipment Repair	4,100	
	Self-Contained Breathing Apparatus (SCBA) Equipment Testing and Repair	5,000	
	Self-Contained Breathing Apparatus (SCBA) Compressor Maintenance and Testing	4,500	
	Software Licensing and Support	29,500	
	Generator Service	2,000	
	Water Rescue Outboard Svc./Repair	3,250	
	Shipping	300	
		123,850	123,850
A.3410.0440	Fees, Non Employee		
	Physicals, OSHA Testing	19,100	
	Physicals, OSHA Testing - New Hires	4,000	
		23,100	23,100
A.3410.0450	Miscellaneous		
	Dues, Memberships	1,150	
	Tuition	2,500	
	Books and Publications	3,100	
	Travel Reimbursement	20,000	
	Fire Service / EMT Training	10,500	
	Firefighter Training Academy	25,000	
		62,250	62,250
A.3410.0455	Vehicle Expenses		
	Fire Apparatus Parts/Repairs	56,200	
	DPW Repairs, Gas, Diesel and Oil	27,800	
	DPW Fuel/Oil	37,545	
	Automobile Parts, Repairs	6,000	
	Tires	8,400	
	Insurance	22,650	
		158,595	158,595
A.3410.0460	Materials and Supplies		
	Office Supplies	1,700	
	Uniforms and Accessories	22,000	

City of Watertown

Fiscal Year: FY 2024-25  
Department: Fire  
Account Code: A3410  
Function: Public Safety

FY 2024-25 Proposed Budget

A.3410.0460	Materials and Supplies continued:		
	Maintenance and Cleaning Supplies	21,000	
	Training Supplies	3,300	
	Fire Extinguisher Supplies	450	
	Medical Supplies / Personal Protective Equipment	7,700	
	Foam	600	
	Small Equipment Parts and Materials	1,500	
	Haz Mat Cal. Gas and Cylinders	3,200	
	HVAC Filters	600	
	Fire Prevention Bureau Publications / Supplies	8,300	70,350
A.3410.0465	Equipment < \$5,000		
	Turnout Gear	142,700	
	Ballistics Protection Gear	50,000	
	Spare Air Cylinders	6,850	
	Computers (6)	13,800	
	Boots (10)	16,400	
	Gloves, Face Pieces, Hoods	16,250	
	Fire Helmets (10)	11,300	
	Bail Out Systems	3,500	
	Radio Equipment	18,000	
	Cardiac Defibrillators / Pads	15,000	
	Fire Service Equipment	9,250	
	Fire Investigation Equipment	1,100	
	Technical Rescue Equipment	5,400	
	Hazardous Monitoring Equipment	4,300	
	Copier	4,900	
	Office Furniture	2,100	
	Station Equipment	4,300	
	Station Appliances	2,150	327,300
	Total Operating Expenses		838,045
<b>Fringe Benefits</b>			
A.3410.0810	New York State Employees' Retirement System	\$	9,199
A.3410.0820	New York State Police/Fire Retirement System		2,602,007
A.3410.0830	Social Security		565,079
A.3410.0840	Workers' Compensation		100,000
A.3410.0850	Health Insurance		1,261,252
	Total Fringe Benefits	\$	4,537,537
	<b>TOTAL BUDGET</b>	\$	12,809,316

A3410 – Fire Department

Fiscal Year 2024-25  
Vehicles and Equipment

Utility Task Vehicle and Trailer

\$47,000

The department is looking to purchase a UTV and trailer to use for emergency calls in areas of the city that have limited access. With the expansion of the river walk, promotion of the golf course, expanding trails and recreational activities in the park and the increased activities around the river, there will be calls for emergencies and injuries in areas that we can't readily access with our apparatus. We can safely transport personnel and equipment to a remote scene and more importantly can safely and quickly transport a patient from a remote scene. The UTV will also be used at special events such as the Jefferson County Fair, Concert in the Park, firework details, block parties, outside DPAO concerts and events like the Eclipse. Included in the purchase will be a trailer that can transport the UTV from the station to an event or emergency.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Animal Control  
**Account Code:** A3510  
**Function:** Public Safety

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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Animal Control  
**Account Code:** A3510  
**Function:** Public Safety

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	159,259	164,703	171,200	176,500
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 159,259</u>	<u>\$ 164,703</u>	<u>\$ 171,200</u>	<u>\$ 176,500</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Department Total</b>	<u><u>\$ 159,259</u></u>	<u><u>\$ 164,703</u></u>	<u><u>\$ 171,200</u></u>	<u><u>\$ 176,500</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Animal Control  
**Account Code:** A3510  
**Function:** Public Safety

**FY 2024-25 Proposed Budget**

**Operating Expenses**

A.3510.0430

Contracted Services

    Dog Control Services

\$ 168,700

    Crow Dispersal Services

7,800 \$ 176,500

Total Operating Expenses

\$ 176,500

**TOTAL BUDGET**

**\$ 176,500**

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Code Enforcement  
**Account Code:** A3620  
**Function:** Public Safety

Public Safety is the priority of the Bureau of Code Enforcement. Local and State regulations pertaining to life, safety and the general welfare of the public are enforced, as well as zoning laws of the City of Watertown. Code Enforcement unifies supports and works closely with Engineering, Planning, Zoning, Public Works, Water, Parks & Rec, Police and Fire departments in addition to assisting Jefferson County Social Services, NYS Health Department, Community and Private Organizations.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Code Enforcement  
**Account Code:** A3620  
**Function:** Public Safety

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 69,416	\$ 74,368	\$ 78,291	\$ 82,745
120 Clerical	50,434	74,564	81,110	84,799
130 Wages	158,094	231,832	251,891	259,971
140 Temporary	11,665	68	-	-
150 Overtime	9,533	13,687	20,000	12,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	5,277	9,677	9,900	9,900
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 304,419</u>	<u>\$ 404,196</u>	<u>\$ 441,192</u>	<u>\$ 449,415</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ 70,000	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 2,300	\$ 2,545	\$ 3,000	\$ 3,000
420 Insurance	-	-	-	-
430 Contracted Services	83,475	94,643	126,100	222,000
440 Fees Non Employees	340	-	-	-
450 Miscellaneous	3,638	8,729	12,700	9,200
455 Vehicle Expenses	4,672	4,219	6,175	8,200
460 Materials and Supplies	1,872	9,827	4,000	6,500
465 Equipment < \$5,000	3,842	3,399	4,500	5,600
Total Operating Expenses	<u>\$ 100,139</u>	<u>\$ 123,362</u>	<u>\$ 156,475</u>	<u>\$ 254,500</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 32,336	\$ 29,161	\$ 50,130	\$ 58,942
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	22,663	30,030	33,751	34,380
840 Workers' Compensation	-	-	250	-
850 Health Insurance	27,104	39,245	48,357	53,731
Total Fringe Benefits	<u>\$ 82,103</u>	<u>\$ 98,436</u>	<u>\$ 132,488</u>	<u>\$ 147,053</u>
<b>Department Total</b>	<u><u>\$ 486,661</u></u>	<u><u>\$ 625,994</u></u>	<u><u>\$ 800,155</u></u>	<u><u>\$ 850,968</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Code Enforcement**

**Account Code:**

**A3620**

**Function:**

**Public Safety**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.3620.0110	Salaries		
	Code Enforcement Supervisor	\$	82,745
A.3620.0120	Clerical		
	Code Enforcement Aide	\$	46,252
	Secretary		84,799
		<u>38,547</u>	
A.3620.0130	Wages		
	Senior Code Enforcement Officer		68,120
	Code Enforcement Officer (3)		259,971
		<u>191,851</u>	
A3620.0150	Overtime		12,000
A3620.0175	Health Insurance Buyout		9,900
	Total Personal Services	\$	<u>449,415</u>

**Operating Expenses**

A.3620.0410	Utilities		
	Cell Phones and Tablet Data Plans	\$	3,000
A3620.0430	Contracted Services		
	Health Officer	\$	1,200
	Printing		500
	Blight Removal/Demolitions		100,000
	Title Searches		300
	Copier Maintenance and Supplies		500
	Accela - AA User Licenses		19,000
	Private Property Cleanup		100,000
	Tire Disposal		500
		<u>500</u>	222,000
A.3620.0450	Miscellaneous		
	Travel and Training		5,000
	NFPA Software License		1,600
	Publications		500
	Dues		600
	Safety Gear/Supplies		9,200
		<u>1,500</u>	
A.3620.0455	Vehicle Expenses		
	Gasoline		4,000
	Insurance		3,200
	Maintenance		8,200
		<u>1,000</u>	
A.3620.0460	Materials and Supplies		
	Property Securing Materials		5,000
	Safety Gear/Supplies		6,500
		<u>1,500</u>	

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Code Enforcement  
**Account Code:** A3620  
**Function:** Public Safety

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.3620.0465	Equipment < \$5,000		
	Office Workstations (3)	5,100	
	Printer	<u>500</u>	<u>5,600</u>
	Total Operating Expenses		<u>\$ 254,500</u>
<b>Fringe Benefits</b>			
A.3620.0810	New York State Employees' Retirement System	\$	58,942
A.3620.0830	Social Security		34,380
A.3620.0850	Health Insurance		<u>53,731</u>
	Total Fringe Benefits	\$	<u>147,053</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>850,968</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Municipal Grounds Maintenance  
**Account Code:** A5010  
**Function:** Transportation

This is an eight-month account, having a total of 11 full time employees. Grounds maintenance tasks performed by this unit consists of mowing, trimming, mulching, litter collection as well as snow and ice control of all City owned parcels which average over 200 locations. The crew responsible for the maintenance of more than 7,000 city-owned trees located along streets, as well within playgrounds and parks, including the Thomposn Park. Tree planting and maintenance responsibilities include; the preperation of planting sites and supplies for annual spring and fall volunteer tree planting projects, the annual spring DPW Tree Planting and Replacement Project, summer watering and post planting care, the anual structural pruning of more than 1,000 smaller diameter trees, the removal and pruning of several dozen larger diameter trees. Additional maintenance work, as 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. The division routinely supports Code Enforcement operations, responding to requests for service ranging from mowing yards, to shoveling sidewalks, to private tree removal, to the boarding of windows and doors, removing infested/ contaminated/ unsanitary personal affects, refuse and debris from private homes.

This account also collects yard waste and brush bi-weekly on a seasonal basis. It is estimated that approximately 1,200 tons of yard waste comprised of brush, leaves, and grass clippings are collected annually. This waste is combined and mulched. The mulch is stored in loose flat layers that are tilled over monthly and will eventually decompose into topsoil that will be re-used within the City. This process is new to the City but managed efficiently it will produce topoil after 3 years and into the future.

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Grounds Maintenance**

**Account Code:**

**A5010**

**Function:**

**Transportation**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
Budget Summary	Actual	Actual	Adopted Budget	Proposed Budget
<b>Personal Services</b>				
110 Salaries	\$ 49,031	\$ 48,738	\$ 45,607	\$ 46,975
120 Clerical	-	-	-	-
130 Wages	152,433	260,753	278,717	290,580
140 Temporary	27,483	14,705	52,000	52,000
150 Overtime	6,168	13,904	8,000	15,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,477	5,363	5,762	5,762
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 237,592</u>	<u>\$ 343,463</u>	<u>\$ 390,086</u>	<u>\$ 410,317</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ 70,000
250 Other	<u>106,009</u>	<u>52,400</u>	<u>20,000</u>	<u>75,000</u>
Total Equipment	<u>\$ 106,009</u>	<u>\$ 52,400</u>	<u>\$ 20,000</u>	<u>\$ 145,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 2,802	\$ 2,878	\$ 5,170	\$ 5,170
420 Insurance	686	3,922	4,250	4,600
430 Contracted Services	86,993	36,387	185,401	166,200
440 Fees Non Employees	1,160	1,756	2,900	2,900
450 Miscellaneous	12,098	6,742	15,250	31,450
455 Vehicle Expenses	61,914	97,869	98,800	105,800
460 Materials and Supplies	59,742	57,649	85,550	109,850
465 Equipment < \$5,000	<u>2,441</u>	<u>15,644</u>	<u>4,000</u>	<u>6,900</u>
Total Operating Expenses	<u>\$ 227,836</u>	<u>\$ 222,847</u>	<u>\$ 401,321</u>	<u>\$ 432,870</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 28,540	\$ 26,257	\$ 42,588	\$ 54,307
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	17,471	25,514	29,839	31,390
840 Workers' Compensation	18,599	21,281	50,000	25,000
850 Health Insurance	<u>38,681</u>	<u>34,902</u>	<u>54,791</u>	<u>79,057</u>
Total Fringe Benefits	<u>\$ 103,291</u>	<u>\$ 107,954</u>	<u>\$ 177,218</u>	<u>\$ 189,754</u>
<b>Department Total</b>	<u><u>\$ 674,728</u></u>	<u><u>\$ 726,664</u></u>	<u><u>\$ 988,625</u></u>	<u><u>\$ 1,177,941</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Grounds Maintenance**

**Account Code:**

**A5010**

**Function:**

**Transportation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.5010.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67)	\$	46,975
A.5010.0130	Wages		
	Crew Chief (1 @ .67)	\$	36,768
	Motor Equipment Operator (Light) / Municipal Worker I (6 @ .67)		163,031
	Tree Trimmer (1 @ .67)		31,934
	Refuse Motor Equipment Operator (2 @ .67)		<u>58,847</u>
			290,580
A.5010.0140	Temporary		52,000
A.5010.0150	Overtime		15,000
A.5010.0175	Health Insurance Buyout		<u>5,762</u>
	Total Personal Services	\$	<u>410,317</u>

**Equipment**

A.5010.0230	Vehicles		
	Pickup Truck (1-087)	\$	70,000
A.5010.0250	Other Equipment		
	Toolcat Utility Vehicle with Attachments (1-088)		<u>75,000</u>
	Total Equipment	\$	<u>145,000</u>

**Operating Expenses**

A.5010.0410	Utilities		
	Water/Sewer	\$	1,700
	Monument, Cemetery, Flag and Sign Lighting		1,350
	Clinton and Marble St Park Lighting		700
	Tablet Air Card		320
	Verizon Cell Phone		500
	Veterans' Memorial Walkway Lights		<u>600</u>
			5,170
A.5010.0420	Insurance		4,600
A.5010.0430	Contracted Services		
	GPS Tracking		1,200
	Material Disposal		1,500
	Repairs/Maintenance on Equipment		3,600
	Misc. Building and Grounds Maintenance		1,400
	Kelsey Creek Beaver Control		3,500
	Lift Rental		6,000
	Landscaping Services		50,000
	Brick Pavers		20,000
	Tree Removal / Pruning		20,000
	Emerald Ash Borer Treatment (Pop. B)		15,000
	Brush Grinding/Disposal		15,000

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Grounds Maintenance**

**Account Code:**

**A5010**

**Function:**

**Transportation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.5010.0430	Contracted Services continued:		
	Miscellaneous Equipment Rental	4,000	
	Sewalls Island Monitoring, Sampling and Testing	25,000	166,200
A.5010.0440	Fees, Non Employees		
	Employee Testing	1,900	
	Employee Vaccinations	1,000	2,900
A.5010.0450	Miscellaneous		
	Tree Trimmer Training Certification (3)	1,000	
	ACRT Certified Trainer - Arborist Training (3) and Line Recertification (2)	12,000	
	ACRT Arborist Training (2)	2,500	
	Pesticide Recertification	750	
	Herbicide Certification	1,200	
	Safety Training/Seminars/PESH	2,000	
	Commercial Driver License (CDL) Training	12,000	31,450
A.5010.0455	Vehicle Expenses		
	Insurance	16,250	
	Vehicle Maintenance and Repairs	41,000	
	Vehicle Radio Repairs	600	
	Routine Preventive Maintenance	4,000	
	Tire Repairs/Replacements	8,000	
	Bucket Truck Certification	2,200	
	Gas and Diesel Fuel	33,750	105,800
A.5010.0460	Materials and Supplies		
	Safety Shoes/Jackets/Related Equipment	2,600	
	Supplies for Private Property Codes Orders	1,000	
	Portable Radio Batteries	500	
	Top Soil, Crusher Run etc.	6,000	
	Ropes and Related Equipment	4,000	
	Annual Tree Replacement Program	19,200	
	Replacement Parts and Supplies for Mowers, Trimmers, Chainsaws, etc.	4,500	
	New Downtown Furniture	6,500	
	Park Furniture Repairs	5,000	
	Flowers, Bulbs, Mulch	2,500	
	Work Zone Safety Devices	3,000	
	Small Hand Tools	1,800	
	Streetscape Bollards (2)	8,000	
	White Water Park - Maggies Decking	15,000	

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Municipal Grounds Maintenance**

**Account Code:**

**A5010**

**Function:**

**Transportation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.5010.0460	Materials and Supplies continued:		
	Dogi-Pot Pet Station Supplies	250	
	Holiday Decorations	25,000	
	Miscellaneous Supplies	<u>5,000</u>	109,850
A.5010.0465	Equipment < \$5,000		
	Computer	1,700	
	Weedeater (3)	1,200	
	Self Propelled String Trimmer	<u>4,000</u>	<u>6,900</u>
	Total Operating Expenses		<u>\$ 432,870</u>
<b>Fringe Benefits</b>			
A.5010.0810	New York State Employees' Retirement System	\$	54,307
A.5010.0830	Social Security		31,390
A.5010.0840	Workers Compensation		25,000
A.5010.0850	Health Insurance		<u>79,057</u>
	Total Fringe Benefits	\$	<u>189,754</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>1,177,941</u></u>

A5010 – Municipal Grounds Maintenance

Fiscal Year 2024-25  
Vehicles and Equipment

Pickup Truck Replacement (1-084)

\$55,000

Vehicle 1-084 is a 1987 Chevy, four-wheel drive pickup that is used by Public Works as utility truck throughout the City. It is used off-season as a common vehicle for various DPW divisions and will be used more to help refuse with distributing totes. Due to its age, there is quite a bit of corrosion throughout the chassis, engine is leaking, transmission is leaking, and the radiator needs to be replaced. The truck will be replaced by a four-wheel drive regular cab pickup with a snowplow. The replacement vehicle will be purchased from the NYSOGS mini-bid process. The pictured vehicle below will be disposed of at auction.



A5010 – Municipal Grounds Maintenance

Fiscal Year 2024-25  
Vehicles and Equipment

Multi-Purpose Utility Machine with Attachments (1-088)

\$75,000

This request is to purchase a Multi-Purpose Utility Machine (Tool Cat). To replace 1-088. With an over the road travel speed of 18 mph, all wheel steer and four-wheel independent suspension, this utility work machine, complete with 60 inch snow blower, rear sanding unit and front mower, will be a replacement to our fleet. With the inclusion of the front mount mower as well as the ability of being able to integrate all of our other bobcat attachments, this unit will be used year-round.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Maintenance of Roads  
**Account Code:** A5110  
**Function:** Transportation

This is an eight-month account, having a total of 15 budgeted full-time employees responsible for pavement maintenance, overlay and rebuilding of 100 miles of accepted City streets, as well as all associated concrete curbing and sidewalk/crosswalk construction. Funding for street overlay and ramp construction is provided through the Consolidated Highway Improvement Program (CHIPS) administered by NYSDOT.

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 446 miles of travel ways were swept in 2023.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Maintenance of Roads  
**Account Code:** A5110  
**Function:** Transportation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 29,966	\$ 20,237	\$ 52,659	\$ 55,216
120 Clerical	-	-	-	-
130 Wages	325,863	345,073	429,052	434,600
140 Temporary	108	-	11,000	11,000
150 Overtime	2,945	15,898	5,000	12,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,107	2,165	3,752	6,633
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 360,989</u>	<u>\$ 383,373</u>	<u>\$ 501,463</u>	<u>\$ 519,449</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ 80,000
250 Other	-	11,929	-	86,000
Total Equipment	<u>\$ -</u>	<u>\$ 11,929</u>	<u>\$ -</u>	<u>\$ 166,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 325	\$ 311	\$ 456	\$ 456
420 Insurance	1,549	7,968	7,300	9,175
430 Contracted Services	21,772	36,425	63,120	124,620
440 Fees Non Employees	934	3,697	1,000	6,000
450 Miscellaneous	379	17,283	14,075	14,075
455 Vehicle Expenses	99,408	115,166	147,950	153,800
460 Materials and Supplies	81,823	86,459	100,200	126,200
465 Equipment < \$5,000	473	1,900	4,500	8,200
Total Operating Expenses	<u>\$ 206,663</u>	<u>\$ 269,209</u>	<u>\$ 338,601</u>	<u>\$ 442,526</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 53,236	\$ 42,900	\$ 65,761	\$ 78,547
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	26,462	28,115	38,365	39,739
840 Workers' Compensation	77,283	21,231	50,000	25,000
850 Health Insurance	71,745	76,566	116,819	116,372
Total Fringe Benefits	<u>\$ 228,726</u>	<u>\$ 168,812</u>	<u>\$ 270,945</u>	<u>\$ 259,658</u>
<b>Department Total</b>	<u><u>\$ 796,378</u></u>	<u><u>\$ 833,323</u></u>	<u><u>\$ 1,111,009</u></u>	<u><u>\$ 1,387,633</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Maintenance of Roads  
**Account Code:** A5110  
**Function:** Transportation

**FY 2024-25 Proposed Budget**

**Personal Services**

A.5110.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67)	\$	55,216
A.5110.0130	Wages		
	Crew Chief (3 @ .67)	\$	107,655
	Motor Equipment Operator (Heavy) (1 @ .67)		36,768
	Motor Equipment Operator (Light) / Municipal Worker I (10 @.67)		290,177
			434,600
A.5110.0140	Temporary		11,000
A.5110.0150	Overtime		12,000
A.5110.0175	Health Insurance Buyout		6,633
	<b>Total Personal Services</b>	<b>\$</b>	<b>519,449</b>

**Equipment**

A.5110.0230	Vehicles		
	Pickup Truck (1-025)	\$	80,000
A.5110.0250	Other Equipment		
	Side Discharge Bucket	\$	8,000
	Hydro-seeder		8,000
	Light Asphalt Roller (a)		70,000
			86,000
	<b>Total Equipment</b>	<b>\$</b>	<b>166,000</b>

**Operating Expenses**

A.5110.0410	Utilities		
	Cell Phone and Aircard	\$	456
A.5110.0420	Insurance		9,175
A.5110.0430	Contracted Services		
	GPS Tracking (6)	\$	2,020
	Bridge Sealing and Maintenance		20,000
	Crack Sealing Contract		25,000
	Guiderail Repair/Install		30,000
	Radio Repairs		600
	Material Disposal		4,000
	Miscellaneous Equipment Repairs		2,000
	Milling Machine Rental		35,000
	Equipment Transport		3,000
	Outside Equipment Rentals		3,000
			124,620
A.5110.0440	Fees, Non Employees		
	Employee Testing		1,000
	Monument Surveying		5,000
			6,000

(a) To be funded by CHIPS

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Maintenance of Roads  
**Account Code:** A5110  
**Function:** Transportation

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.5110.0450	Miscellaneous		
	Membership Dues	75	
	Training/PESH	2,000	
	Commercial Driver License (CDL) Training	12,000	14,075
A.5110.0455	Vehicle Expenses		
	Maintenance and Repairs	47,000	
	Routine Preventive Maintenance	8,000	
	Gas and Diesel Fuel	52,200	
	Tire Replacements	6,000	
	Sweeper/Paver Maintenance	10,000	
	Sweeper Brooms	4,500	
	Insurance	26,100	153,800
A.5110.0460	Materials and Supplies		
	Safety Shoes, Apparel and Related Materials	3,100	
	Small Tools	7,000	
	Blacktop and Related Materials - Road Patch Only	65,000	
	Portable Radio Batteries	600	
	Top Soil, Crusher Run, etc.	7,000	
	Ready-mix Concrete	9,000	
	Materials for Concrete Forms	3,000	
	Milling Machine Bits	1,500	
	ADA Truncated Sidewalk Domes (b)	15,000	
	Concrete Sealant	2,000	
	Roadsaver Sealant (Crack Sealer)	5,000	
	Work Zone Safety Devices	5,000	
	Miscellaneous Supplies	3,000	126,200
A.5110.0465	Equipment < \$5,000		
	Computer	1,700	
	Demo Saw	3,500	
	Plate Tamper	3,000	8,200
	Total Operating Expenses		<u>\$ 442,526</u>
<b>Fringe Benefits</b>			
A.5110.0810	New York State Employees' Retirement System		\$ 78,547
A.5110.0830	Social Security		39,739
A.5110.0840	Workers Compensation		25,000
A.5110.0850	Health Insurance		116,372
	Total Fringe Benefits		<u>\$ 259,658</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 1,387,633</u></u>

(b) To be funded by CHIPS

A5110 – Maintenance of Roads

Fiscal Year 2024-25  
Vehicles and Equipment

Side Discharge Bucket for a Bobcat Loader \$8,000

This is a request to purchase a new side discharge bucket for our existing bobcat loaders. This new implement would allow the operator to efficiently install topsoil over curb and shoulder back-up along the roadside without constant back and forth on new asphalt.



Hydro Seeder \$8,000

This is a request to purchase a new Hydro-seeder. This Hydro-seeder would be new to the fleet. Seeding with water, Seed, and fertilizer all at the same time reduces cost and increase grass growth.



A5110 – Maintenance of Roads

Fiscal Year 2024-25  
Vehicles and Equipment

Light Asphalt Roller (Patching) (1-063) – (Funded by CHIPs) \$70,000

Vehicle 1-063, 1997 Ingersol Rand DD24 Light Asphalt Roller is an important piece of equipment in the City’s fleet. It is used during the summer season for street paving and patching. The existing unit has aged out and is becoming maintenance heavy. It is our intent to replace this unit with a similar style machine after investigating what is currently offered within the industry.

The present unit will be traded towards the purchase of the replacement.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Snow Removal  
**Account Code:** A5142  
**Function:** Transportation

The forty-one (41) employees in this account within the Department of Public Works are responsible for the surface treatment, plowing and snow removal from 100 center line 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, (5 equipped with spreader units), 2 rotary blowers, 4 utility plows (1 with spreader unit), 2 skid-steer loaders, 1 multi-purpose unit, 1 compact tractor/blower/broom 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 inches of snow per year.

**City of Watertown****Fiscal Year: FY 2024-25****Department: Snow Removal****Account Code: A5142****Function: Transportation**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 25,173	\$ 27,592	\$ 48,339	\$ 50,271
120 Clerical	-	-	-	-
130 Wages	448,180	442,088	583,672	572,808
140 Temporary	7,628	92	8,000	10,000
150 Overtime	108,968	162,789	115,000	125,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	4,396	4,396	6,105	9,009
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 594,345</u>	<u>\$ 636,957</u>	<u>\$ 761,116</u>	<u>\$ 767,088</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ 39,350	\$ -	\$ -
250 Other	14,185	14,618	-	-
Total Equipment	<u>\$ 14,185</u>	<u>\$ 53,968</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 5,943	\$ 5,198	\$ 4,835	\$ 4,835
420 Insurance	319	6,147	6,775	6,625
430 Contracted Services	34,305	86,619	46,035	77,501
440 Fees Non Employees	312	760	1,500	1,500
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	131,593	195,637	212,700	205,425
460 Materials and Supplies	231,669	293,529	216,500	258,500
465 Equipment < \$5,000	-	847	1,500	-
Total Operating Expenses	<u>\$ 404,141</u>	<u>\$ 588,737</u>	<u>\$ 489,845</u>	<u>\$ 554,386</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 76,074	\$ 65,945	\$ 87,489	\$ 104,256
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	43,768	47,264	58,224	58,683
840 Workers' Compensation	-	-	500	-
850 Health Insurance	86,176	84,209	150,420	130,901
Total Fringe Benefits	<u>\$ 206,018</u>	<u>\$ 197,418</u>	<u>\$ 296,633</u>	<u>\$ 293,840</u>
<b>Department Total</b>	<u><u>\$ 1,218,689</u></u>	<u><u>\$ 1,477,080</u></u>	<u><u>\$ 1,547,594</u></u>	<u><u>\$ 1,615,314</u></u>

City of Watertown

Fiscal Year: FY 2024-25  
Department: Snow Removal  
Account Code: A5142  
Function: Transportation

FY 2024-25 Proposed Budget

**Personal Services**

A.5142.0110	Salaries		
	Street/Sewer Maintenance Supervisor (2 @.33)	\$	50,271
A.5142.0130	Wages		
	Crew Chief (6 @ .33)	\$	104,401
	Motor Equipment Operator (Heavy) (2 @ .33)		35,758
	Sign Maintenance Worker (2 @ .33)		30,090
	Tree Trimmer (.33)		15,728
	Refuse/Recycle MEO (2 @ .33)		28,984
	Motor Equipment Operator (Light) / Municipal Worker I (25 @ .33)		357,847
			<u>572,808</u>
A.5142.0140	Temporary		10,000
A.5142.0150	Overtime		125,000
A.5142.0175	Health Insurance Buyout		9,009
	Total Personal Services	\$	<u>767,088</u>

**Operating Expenses**

A.5142.0 410	Utilities		
	Tablet Aircards	\$	480
	Water/Fire Service		288
	Natural Gas		1,575
	Electric		1,500
	Telephone/Alarm System		732
	Cell Phone		260
			<u>4,835</u>
A.5142.0420	Insurance		6,625
A.5142.0430	Contracted Services		
	GPS Tracking (8)		951
	Annual Fire Alarm Monitoring		500
	Overhead Door Preventive Maintenance (4)		1,200
	Plow / Pusher Repairs		7,500
	Radio Repairs		600
	HVAC Annual Maintenance Inspection		300
	HVAC System Repair		1,200
	Salt Storage Site Set-up		30,000
	Private Haulers for Snow Removal		35,000
	Small Engine Repair		250
			<u>77,501</u>
A.5142.0440	Fees, Non Employees		
	Post Accident Employee Testing		1,500

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Snow Removal  
**Account Code:** A5142  
**Function:** Transportation

		<u>FY 2024-25 Proposed Budget</u>	
A.5142.0455	Vehicle Expenses		
	Plow Tires and Wheels	4,000	
	Tire Replacements	8,000	
	Service and Repair Pickup Truck Plows	3,500	
	Sander Chains (4)	6,500	
	Rotary Blower Maintenance	4,000	
	Equipment Maintenance and Repair	80,000	
	Gas and Diesel Fuel	71,000	
	Preventive Maintenance	8,000	
	Insurance	<u>20,425</u>	205,425
A.5142.0460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	225,000	
	Sander Grate Material	3,500	
	Patching Materials	5,000	
	Cutting Edges and Bolts	12,000	
	Plow Frame Paint	800	
	Repair Parts for Snow Pushers	6,000	
	Wing Braces, Slides, Trip Blocks	6,000	
	Miscellaneous Hand Tools/Supplies	<u>200</u>	258,500
	Total Operating Expenses		<u>\$ 554,386</u>
<b>Fringe Benefits</b>			
A.5142.0810	New York State Employees' Retirement System	\$	104,256
A.5142.0830	Social Security		58,683
A.5142.0850	Health Insurance		<u>130,901</u>
	Total Fringe Benefits	\$	<u>293,840</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>1,615,314</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Hydroelectric Production  
**Account Code:** A5184  
**Function:** Home and Community Services

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 Ampersand NY Operations Co., LLC which is responsible for the day-to-day operation of the plant in conformance with the City's FERC permit and includes 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 within the limits imposed by the the FERC permit. During Fiscal Year 2022-2023 generation totaled 22,523,441 kwh, which is down from 29,862,588 kwh during Fiscal Year 2021-2022.

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Hydroelectric Production****Account Code:****A5184****Function:****Home and Community Services**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 27,478	\$ 35,780	\$ 39,741	\$ 40,934
120 Clerical	-	-	-	-
130 Wages	11,589	12,061	12,497	12,497
140 Temporary	-	-	-	-
150 Overtime	54	-	-	-
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>\$ 39,121</u>	<u>\$ 47,841</u>	<u>\$ 52,238</u>	<u>\$ 53,431</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	17,850	-	15,000	-
Total Equipment	<u>\$ 17,850</u>	<u>\$ -</u>	<u>\$ 15,000</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 1,489	\$ 1,532	\$ 2,250	\$ 2,500
420 Insurance	12,849	11,106	12,225	16,550
430 Contracted Services	348,574	309,467	418,905	431,032
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	700	-	1,000	1,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,507	2,223	10,000	20,000
465 Equipment < \$5,000	-	23,385	55,000	25,000
Total Operating Expenses	<u>\$ 367,119</u>	<u>\$ 347,713</u>	<u>\$ 499,380</u>	<u>\$ 496,082</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 6,176	\$ 5,205	\$ 7,420	\$ 8,902
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,885	3,531	3,997	4,088
840 Workers' Compensation	52,908	21,101	35,000	35,000
850 Health Insurance	6,017	6,561	8,024	10,142
Total Fringe Benefits	<u>\$ 67,986</u>	<u>\$ 36,398</u>	<u>\$ 54,441</u>	<u>\$ 58,132</u>
<b>Department Total</b>	<u><u>\$ 492,076</u></u>	<u><u>\$ 431,952</u></u>	<u><u>\$ 621,059</u></u>	<u><u>\$ 607,645</u></u>

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Hydroelectric Production****Account Code:****A5184****Function:****Home and Community Services****FY 2024-25 Proposed Budget****Personal Services**

A.5184.0110

Salaries

Water Superintendent (1 @ .10)

\$ 10,886

Civil Engineer I (1 @ .40)

30,048

\$ 40,934

A.5184.0130

Wages

SCADA Technician (1 @ .20)

12,497

Total Personal Services

\$ 53,431**Operating Expenses**

A.5184.0410

Utilities

Telephone

\$ 1,100

Electric (Huntington Dam)

1,400

\$ 2,500

A.5184.0420

Insurance

16,550

A.5184.0430

Contracted Services

Operations and Maintenance

301,577

Additional Services

40,000

Fish Bypass Collar Repair

30,000

Dam Toe Inspection

15,000

Building/Plant Repairs

25,000

Fire Extinguisher Inspection

600

Crane Inspection

1,500

Human-Machine Interface (HMI) /

Supervisory Control and Data Acquisition

(SCADA) Maintenance Fee

3,855

FERC License Fee

13,500

431,032

A.5184.0450

Miscellaneous

Training

1,000

A.5184.0460

Materials and Supplies

Spare Parts

15,000

Paints, Sealants and Lights

5,000

20,000

A.5184.0465

Equipment &lt; \$5,000

Safety/Security Equipment

5,000

Spare Cards and Parts

20,00025,000

Total Operating Expenses

\$ 496,082**Fringe Benefits**

A.5184.0810

New York State Employees' Retirement System

\$ 8,902

A.5184.0830

Social Security

4,088

A.5184.0840

Workers Compensation

35,000

A.5184.0850

Health Insurance

10,142

Total Fringe Benefits

\$ 58,132**TOTAL BUDGET**\$ 607,645

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Traffic Control and Lighting  
**Account Code:** A5186  
**Function:** Transportation

This account within the Department of Public Works is responsible for the care and maintenance of traffic signage and roadway markings as well as signal devices at the City's 44 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 I Traffic Signal Technician, two Journeymen Line Workers II, one CSEA Sign Maintenance Worker II and one CSEA Sign Maintenance Worker. This division is also assigned the maintenance of the lighting systems at the City owned parking lots, some City Streets, and recreational facilities, including the Fairground's baseball and multipurpose field lighting. In addition, the IBEW employees support all lighting and electrical requirements at City owned facilities.

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Traffic Control and Lighting**

**Account Code:**

**A5186**

**Function:**

**Transportation**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	259,935	261,732	264,132	299,841
140 Temporary	11,620	17,223	10,000	10,000
150 Overtime	24,883	31,203	22,000	22,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,292	-	-	1,005
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 297,730</u>	<u>\$ 310,158</u>	<u>\$ 296,132</u>	<u>\$ 332,846</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	18,067	16,900	112,000	80,500
Total Equipment	<u>\$ 18,067</u>	<u>\$ 16,900</u>	<u>\$ 112,000</u>	<u>\$ 80,500</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 451,715	\$ 476,062	\$ 457,830	\$ 445,900
420 Insurance	1,435	2,394	2,650	3,625
430 Contracted Services	14,978	5,755	7,100	19,300
440 Fees Non Employees	200	819	600	600
450 Miscellaneous	804	1,482	8,400	13,700
455 Vehicle Expenses	25,064	22,800	29,625	37,700
460 Materials and Supplies	57,232	32,318	91,250	142,450
465 Equipment < \$5,000	13,042	10,152	22,450	27,450
Total Operating Expenses	<u>\$ 564,470</u>	<u>\$ 551,782</u>	<u>\$ 619,905</u>	<u>\$ 690,725</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 35,631	\$ 31,160	\$ 33,577	\$ 43,721
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	21,790	22,783	22,655	25,462
840 Workers' Compensation	135	141	250	250
850 Health Insurance	43,890	47,130	48,885	43,514
Total Fringe Benefits	<u>\$ 101,446</u>	<u>\$ 101,214</u>	<u>\$ 105,367</u>	<u>\$ 112,947</u>
<b>Department Total</b>	<u><u>\$ 981,713</u></u>	<u><u>\$ 980,054</u></u>	<u><u>\$ 1,133,404</u></u>	<u><u>\$ 1,217,018</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Traffic Control and Lighting**

**Account Code:**

**A5186**

**Function:**

**Transportation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.5186.0130	Wages		
	Line Crew Chief	\$	85,010
	Lineworker II (2)		154,836
	Sign Maintenance Worker II		33,592
	Sign Maintenance Worker		26,403
			<u>299,841</u>
A.5186.0140	Temporary		10,000
A.5186.0150	Overtime		22,000
A.5186.0175	Health Insurance Buyout		1,005
	Total Personal Services		<u>\$ 332,846</u>

**Equipment**

A.5186.0250	Other Equipment		
	Grid Smart Camera System Detection (3) (a)	\$	51,000
	Sign Printer		29,500
			<u>80,500</u>
	Total Equipment		<u>\$ 80,500</u>

**Operating Expenses**

A.5186.0410	Utilities		
	Verizon Cellular Phone	\$	220
	Tablet Aircard		480
	Traffic Signals - Electric		18,000
	Street Lighting - Electric		420,000
	Lachenauer Fountain		600
	Public Square Gazebo/Woodruff Site		1,600
	Electric for Christmas Decorations		750
	Natural Gas and Electric - Engine St.		2,900
	FAX Line		400
	Water/Sewer		950
			<u>445,900</u>
A.5186.0420	Insurance		3,625
A.5186.0430	Contracted Services		
	GPS Monitoring Fee		1,200
	Annual Overhead Door Maintenance		500
	Radio Repairs		500
	Materials Disposal / City Bulb Recycle		750
	Clock Tower Fire Alarm Monitoring		700
	Fire Suppression Inspection		2,500
	Equipment Rentals		850
	Traffic Signal Evaluation and Assessment		11,000
	Electrical Inspection Fees		300
	Tool Repairs		1,000
			<u>19,300</u>

(a) To be funded by CHIPS

City of Watertown

Fiscal Year:

FY 2024-25

Department:

Traffic Control and Lighting

Account Code:

A5186

Function:

Transportation

		<u>FY 2024-25 Proposed Budget</u>	
A.5186.0440	Fees, Non Employees		
	Employment Related Testing		600
A.5186.0450	Miscellaneous		
	Professional Certification/Traffic Signal Class	2,500	
	International Municipal Signal Association Certification Training (2)	5,000	
	Training/PESH	1,000	
	Personnel/Vehicular Safety Equipment	1,200	
	CDL Training	<u>4,000</u>	13,700
A.5186.0455	Vehicle Expenses		
	Maintenance and Repairs	7,000	
	Routine Preventive Maintenance	1,000	
	Tires	1,000	
	Gas and Diesel Fuel	10,500	
	Vehicle Safety Inspection (4)	4,200	
	Insurance	<u>14,000</u>	37,700
A.5186.0460	Materials and Supplies		
	<u>Electrical:</u>		
	Street Lighting (Public Sq./Arsenal corridor)	2,750	
	Signal Heads and Brackets	12,000	
	Replacement Signal Controllers (2) (b)	10,000	
	Electrical Supplies	3,000	
	Traffic Signal Wire	3,000	
	Signal Maintenance/Repair	3,800	
	Building Maintenance/Repair	1,200	
	Hand Tools	2,000	
	Electrical / Lighting Hardware	5,000	
	ARC Protection Gear	2,700	
	Miscellaneous Supplies	2,500	
	APS Push Buttons (8)	5,600	
	EH Boots and Vests (3)	1,500	
	Conflict Monitors (2)	3,000	
	DPW LED Vaporproof Lighting	2,400	
	<u>Sign and Paint Crew:</u>		
	Aluminum Sign Blanks	5,000	
	Hardware and Sign Faces	3,200	
	Reflective Sheeting	7,500	
	Sign Posts	6,800	
	Road Tape and Arrows	5,900	
	Road Paint - White	8,500	

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Traffic Control and Lighting  
**Account Code:** A5186  
**Function:** Transportation

**FY 2024-25 Proposed Budget**

A.5186.0460	Materials and Supplies continued		
	<u>Sign and Paint Crew continued:</u>		
	Road Paint - Yellow	1,750	
	Road Paint - Blue Plus	1,000	
	Sign Foundations	1,500	
	Potter Beads	3,200	
	Small Paint Machine and Parts	4,000	
	Small Trailer	2,300	
	Paint - DOT	25,000	
	Paint Stencils	2,400	
	Portable Radio Batteries	250	
	Miscellaneous Supplies	3,200	
	Safety Boots / Glasses / Protective Gear	<u>500</u>	142,450
A.5186.0465	Equipment < \$5,000		
	ADA Temporary Wire Bridges	1,350	
	Office Equipment	1,000	
	Aerial Unit Equipment	1,500	
	LED Heads Cobra Style	1,900	
	Extension Base for M cabinet	800	
	Spare Ped Pole Package	2,500	
	Safety Cones and Cone Bars	1,800	
	Western Blvd Spare Pole Assembly	5,000	
	Milwaukee Force Crimper	4,900	
	Computer	1,700	
	Traffic Signal Conflict Monitors	<u>5,000</u>	27,450
	Total Operating Expenses		<u>\$ 690,725</u>
<b>Fringe Benefits</b>			
A.5186.0810	New York State Employees' Retirement System	\$	43,721
A.5186.0830	Social Security		25,462
A.5186.0840	Workers Compensation		250
A.5186.0850	Health Insurance		<u>43,514</u>
	Total Fringe Benefits	\$	<u>112,947</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>1,217,018</u></u>

A5186 – Traffic Lighting and Control

Fiscal Year 2024-25  
Vehicles and Equipment

Two camera Grid Smart System Detection (3) - \$51,000

This request is for (three) traffic camera detection packages. The Grid Smart Camera detection system will be replacing existing pavement loops which are installed in the road surface to provide vehicle detection data used by the signal controller.



A5186 – Traffic Lighting and Control

Fiscal Year 2024-25  
Vehicles and Equipment

Traffic Sign Printer

\$29,500

This request is for a new Sign Department printer. This HP Latex Printer will print any sign under the MUTCD guidelines the City needs to fulfill its mission. This printer will also replace the old and antiquated Allen data graph punch printer.



**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Bus**

**Account Code: A5630**

**Function: Transportation**

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.

Effective July 1, 2009, the fare structure increased to \$1.50 for adults, \$0.50 for children 12 and under, transfers are free. Ticket coupon books have been replaced by magnetic cards which were implemented with the new Genfare system. Preloaded cards of 10 rides or more are charged at the rate of \$1.00 per ride. In January 2010 the City began offering a \$40 unlimited ride monthly pass, which is still available and issued as a 30-day pass. Paratransit fares are \$3.00 one-way. The federally mandated “Half Fare” program was adopted in September 2015.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Bus

**Account Code:** A5630

**Function:** Transportation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 57,347	\$ 84,968	\$ 87,816	\$ 90,450
120 Clerical	1,106	2,248	-	-
130 Wages	335,252	378,107	504,007	505,486
140 Temporary	39,281	46,009	70,000	98,000
150 Overtime	38,985	22,452	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	3,702	2,800	2,800	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 475,673</u>	<u>\$ 536,584</u>	<u>\$ 684,623</u>	<u>\$ 715,336</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ 46,049	\$ -	\$ 310,000
250 Other	-	65,882	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 111,931</u>	<u>\$ -</u>	<u>\$ 310,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 7,946	\$ 9,039	\$ 7,200	\$ 7,200
420 Insurance	3,224	10,014	6,300	7,675
430 Contracted Services	305,907	520,198	545,475	501,450
440 Fees Non Employees	1,961	3,219	2,500	2,500
450 Miscellaneous	7,959	6,461	28,950	19,500
455 Vehicle Expenses	137,494	170,056	168,000	218,275
460 Materials and Supplies	7,735	24,842	12,050	14,550
465 Equipment < \$5,000	11,391	8,643	106,500	107,700
Total Operating Expenses	<u>\$ 483,617</u>	<u>\$ 752,472</u>	<u>\$ 876,975</u>	<u>\$ 878,850</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 49,846	\$ 43,888	\$ 71,644	\$ 86,042
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	34,712	38,690	52,372	54,722
840 Workers' Compensation	12,519	11,584	15,000	13,000
850 Health Insurance	64,573	92,173	145,140	166,279
Total Fringe Benefits	<u>\$ 161,650</u>	<u>\$ 186,335</u>	<u>\$ 284,156</u>	<u>\$ 320,043</u>
<b>Department Total</b>	<u><u>\$ 1,120,940</u></u>	<u><u>\$ 1,587,322</u></u>	<u><u>\$ 1,845,754</u></u>	<u><u>\$ 2,224,229</u></u>

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Bus**

**Account Code: A5630**

**Function: Transportation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.5630.0110	Salaries		
	Transit Director	\$	90,450
A.5630.0130	Wages		
	Transit Supervisor	\$	78,201
	Senior Bus Driver		54,527
	Bus Driver (7)		318,961
	Motor Equipment Mechanic		53,797
			<u>505,486</u>
A.5630.0140	Temporary		98,000
A.5630.0150	Overtime		20,000
A.5630.0175	Health Insurance Buyout		1,400
	Total Personal Services	\$	<u>715,336</u>

**Equipment**

A.5630.0230	Motor Vehicles		
	Paratransit Buses (2 - PT800, PT900) (a)	\$	310,000
	Total Equipment	\$	<u>310,000</u>

**Operating Expenses**

A.5630.0410	Utilities		
	Water/Sewer	\$	1,200
	Electric - Newell Street		1,500
	Electric - Transfer Site		1,500
	Natural Gas		3,000
			<u>7,200</u>
A.5630.0420	Insurance		7,675
A.5630.0430	Contracted Services		
	Paratransit Contract		255,000
	Paratransit Contract - Sunday Bus Run (4)		3,100
	Fixed Route Sunday Holiday Bus Run		7,500
	Pest Control for Buses		5,000
	Safe Fleet Remote / Live / Cloud Video		
	Security Monitoring and Backup Support		5,000
	Farebox Maintenance/Support		20,000
	Language Assistance Plan - Limited English Proficiency		500
	Bus Cleaning Service		20,000
	Rug Rentals		500
	Pressure Washer Maintenance		500
	Snow Blower Maintenance		300
	Pickup Plow Service (B-1)		150
	Mobility Management Contract		105,000

(a) Funded by Federal Transit Administration (90%), NYS Department of Transportation (5%) and City (5%).

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Bus**

**Account Code: A5630**

**Function: Transportation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.5630.0430	Contracted Services continued:		
	AVL/Annunciator / Wifi - Data/Support	7,000	
	GPS Tracking - Paratransit (4)	1,500	
	Seal Coat Bus Blacktop at Bay Entrance	4,000	
	Reseal Interior Bus Bay Concrete Floor	3,500	
	Bus Wash Beam Repair	10,000	
	Roof Coating - 557 Newell St. (a)	5,000	
	Repair/Replace Gutters - 557 Newell St. (b)	2,500	
	Repair/Replace Expansion Joints - 557 Newell St. (c)	5,000	
	Bus Wash Bay Trench Drain Repair (d)	6,000	
	Replace Floor at 544 Newell St.	8,000	
	Replace Administration Building Office Windows (5)	7,500	
	Marketing / Advertising Materials	10,000	
	Alarm System Monitoring	2,000	
	Radio Repairs	100	
	Overhead Door Maintenance/Repair	2,500	
	Semi-annual Sprinkler Inspections	300	
	Heating System Maintenance	1,500	
	Miscellaneous Services/Repairs	<u>2,500</u>	501,450
A.5630.0440	Fees, Non Employee		
	Employment Related Testing		2,500
A.5630.0450	Miscellaneous		
	Reference Books	750	
	Postage	250	
	Seminars	5,000	
	Transit Industry Association Membership		
	Dues	2,000	
	FTA Procurement Series Training	5,000	
	Driver Safety Training	<u>6,500</u>	19,500
A.5630.0455	Vehicle Expenses		
	Insurance	15,325	
	Tires CitiBuses	8,800	
	Fuel for Truck and Administration Vehicles	1,200	
	Fuel for Buses	118,000	

(a) DPW share is \$25,000 and Bus share is \$5,000; Total project cost is \$30,000

(b) DPW share is \$12,500 and Bus share is \$2,500; Total project cost is \$15,000

(c) DPW share is \$25,000 and Bus share is \$5,000; Total project cost is \$30,000

(d) DPW share is \$14,000 and Bus share is \$6,000; Total project cost is \$20,000

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Bus**

**Account Code: A5630**

**Function: Transportation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.5630.0455	Vehicle Expenses continued:		
	Fuel for Paratransits	26,250	
	Fuel for Buses and Paratransits for Sunday		
	Bus Run (4)	700	
	Tires Paratransit Buses	3,000	
	Repairs and Maintenance	34,000	
	Preventive Maintenance	4,000	
	Repairs and Maintenance Paratransit	<u>7,000</u>	218,275
A.5630.0460	Materials and Supplies		
	Weather Gear	750	
	Uniforms	5,000	
	Safety Shoes	1,000	
	Portable Radio Batteries	50	
	Office Supplies	1,250	
	Cleaning and Maintenance Supplies	2,000	
	Fare Media	<u>4,500</u>	14,550
A.5630.0465	Equipment < \$5,000		
	Automated External Defibrillators (11) (a)	26,000	
	Audio/Video Remote Training and Meeting		
	Equipment	17,500	
	Security System Monitoring Equipment	56,000	
	Snowblower for Transfer Station	3,000	
	Computer	1,700	
	Tablets for Buses (Routing and Scheduling		
	Project)	<u>3,500</u>	<u>107,700</u>
	Total Operating Expenses		<u>\$ 878,850</u>
<b>Fringe Benefits</b>			
A.5630.0810	New York State Employees' Retirement System		\$ 86,042
A.5630.0830	Social Security		54,722
A.5630.0840	Workers Compensation		13,000
A.5630.0850	Health Insurance		<u>166,279</u>
	Total Fringe Benefits		<u>\$ 320,043</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 2,224,229</u></u>

(a) Funded by NYS Accelerated Transit Capital Program (ATC) / Modernization and Enhancement Program (MEP) (100%)

A5630 – Bus

Fiscal Year 2024-25  
Vehicles and Equipment

Paratransit Bus (2) - \$310,000

Vehicle PT 800, a 2016 E450 14 passenger bus and vehicle PT 900, a 2019, E350 2019 10 passenger bus are used for the City’s complementary Paratransit Service. The PT 800 has approximately 70,000 miles and PT 900 has approximately 55,000 miles. The new buses will be similar in type to the existing fleet but are being proposed to be equipped with a Ford Hybrid Propulsion System to take advantage Federal Transit Administration’s section 5307 NO/LOW Emission Grant formula funding at *90% Federal/5 % State/5% Local* match breakdown versus *80%/10%/10%*.

Additionally, the replacements buses are being proposed to be purchased via the NY SOGS purchase plan if available. Otherwise, they will need to go out to bid. The present units will be traded or sold at auction.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parking Facilities  
**Account Code:** A5650  
**Function:** Transportation

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

- J.B. Wise Parking Lot
- Clinton/Stone Street Parking Lot
- Arsenal Street Parking including Deck and covered parking
- Court Street Parking Lot
- State Street Parking Lot
- Arcade Street Parking Lot
- High Street Parking Lot
- Union Street Parking Lot

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parking Facilities  
**Account Code:** A5650  
**Function:** Transportation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	\$ -	\$ -	\$ -	\$ -
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
<b>Operating Expenses</b>				
410 Utilities	\$ 9,077	\$ 8,916	\$ 12,000	\$ 12,000
420 Insurance	2,214	1,683	1,850	2,525
430 Contracted Services	-	-	23,550	69,450
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	3,271	4,715	25,030	29,880
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	\$ 14,562	\$ 15,314	\$ 62,430	\$ 113,855
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	\$ -	\$ -	\$ -	\$ -
<b>Department Total</b>	<u>\$ 14,562</u>	<u>\$ 15,314</u>	<u>\$ 62,430</u>	<u>\$ 113,855</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parking Facilities  
**Account Code:** A5650  
**Function:** Transportation

		<u>FY 2024-25 Proposed Budget</u>	
<b>Operating Expenses</b>			
A.5650.0410	Utilities		
	Electric	\$	12,000
A.5650.0420	Insurance		2,525
A.5650.0430	Contracted Services		
	Arsenal Street Deck Concrete Sealing	\$	35,000
	Arsenal Street Covered Deck Stair Removal		10,000
	Stone Street Lease Payments		22,950
	Riverwalk Parking Lease		<u>1,500</u>
			69,450
A.5650.0460	Materials and Supplies		
	Court LED Lights		3,800
	City Hall LED Lights		2,000
	Mulch Material		2,000
	Top Soil		1,080
	Asphalt Patching		4,000
	Painting and Striping Road Markings		3,200
	Arsenal St Deck Light Pole Replacement		5,000
	Parking Deck Supplies		5,000
	Routine Maintenance of Facilities		<u>3,800</u>
			29,880
	Total Operating Expenses		<u>113,855</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>113,855</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Miscellaneous  
**Account Code:** A6310, A6410, A6530, A7510, A8010  
**Function:** Home and Community Services

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.6310.0430 Community Action Administration	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
A.6410.0430 Publicity	53,809	2,359	15,000	15,000
A.6530.0430 Social Services Agency	-	-	225,000	-
A.8010.0430 Zoning	<u>4,820</u>	<u>6,089</u>	<u>7,000</u>	<u>7,500</u>
<b>Total Budget</b>	<u>\$ 68,629</u>	<u>\$ 18,448</u>	<u>\$ 257,000</u>	<u>\$ 32,500</u>

A.6310.0430 - Community Action Planning Council - Funding to CAPC for services provided to residents of the City.

A.6410.0430 - Publicity - Expenses associated with repairs, installation, and removal of Christmas decorations and other publicity functions.

A.8010.0430 - Zoning - Costs associated with the Zoning Board of Appeals.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Recreation Administration  
**Account Code:** A7020  
**Function:** Culture and Recreation

Recreation Administration provides for the personnel management, planning, support services and financial management for the Parks and Recreation Department. This account currently contains four full-time employees: Superintendent, Program Manager, Senior Account Clerk Typist and Account Clerk Typist. In total, the department consists of thirteen full-time employees and 50-100 seasonal employees dedicated to Parks and Recreation. The Administration office coordinates a variety of indoor and outdoor shows, athletic field usage, park reservations, arena and fairgrounds events, programs, and facility maintenance.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Recreation Administration  
**Account Code:** A7020  
**Function:** Culture and Recreation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 102,191	\$ 130,737	\$ 106,402	\$ 116,994
120 Clerical	68,497	76,964	83,316	87,112
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	1,701	338	2,500	3,000
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>\$ 175,189</u>	<u>\$ 210,839</u>	<u>\$ 195,018</u>	<u>\$ 209,906</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 7,575	\$ 7,261	\$ 5,485	\$ 5,485
420 Insurance	-	-	-	-
430 Contracted Services	14,654	11,161	11,800	11,800
440 Fees Non Employees	-	430	-	-
450 Miscellaneous	1,426	799	5,475	5,475
455 Vehicle Expenses	289	2,360	2,875	2,885
460 Materials and Supplies	3,251	2,516	3,100	3,100
465 Equipment < \$5,000	<u>1,287</u>	<u>6,527</u>	<u>1,500</u>	<u>1,700</u>
Total Operating Expenses	<u>\$ 28,482</u>	<u>\$ 31,054</u>	<u>\$ 30,235</u>	<u>\$ 30,445</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 15,365	\$ 13,736	\$ 19,222	\$ 24,064
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,643	15,034	14,918	16,058
840 Workers' Compensation	125	1,158	-	-
850 Health Insurance	<u>19,832</u>	<u>33,402</u>	<u>33,080</u>	<u>36,756</u>
Total Fringe Benefits	<u>\$ 47,965</u>	<u>\$ 63,330</u>	<u>\$ 67,220</u>	<u>\$ 76,878</u>
<b>Department Total</b>	<u><u>\$ 251,636</u></u>	<u><u>\$ 305,223</u></u>	<u><u>\$ 292,473</u></u>	<u><u>\$ 317,229</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Recreation Administration  
**Account Code:** A7020  
**Function:** Culture and Recreation

		<u>FY 2024-25 Proposed Budget</u>	
<b>Personal Services</b>			
A.7020.0110	Salaries		
	Superintendent of Parks and Recreation	\$ 94,739	
	Program Manager (1 @ .25), (1 @ .09)	<u>22,255</u>	\$ 116,994
A.7020.0120	Clerical		
	Senior Account Clerk Typist	47,682	
	Account Clerk Typist	<u>39,430</u>	87,112
A.7020.0150	Overtime		3,000
A.7020.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services		<u>\$ 209,906</u>
<b>Operating Expenses</b>			
A.7020.0410	Utilities		
	Telephone	\$ 5,050	
	Cellular Phone Service	<u>435</u>	\$ 5,485
A.7020.0430	Contracted Services		
	Copier/Printer Maintenance	1,000	
	Software Maintenance	10,600	
	Monitoring of Alarm System	<u>200</u>	11,800
A.7020.0450	Miscellaneous		
	CPRP Certification	500	
	NYS Rec. and Park Membership	500	
	National Inst. Parks and Recreation	375	
	Conferences and Seminars	4,000	
	Mileage Reimbursements	<u>100</u>	5,475
A.7020.0455	Vehicle Expenses		
	Fuel	255	
	Vehicle Maintenance	500	
	Insurance	<u>2,130</u>	2,885
A.7020.0460	Materials and Supplies		
	Paper and Poster Board	2,500	
	Janitorial/Cleaning Supplies	300	
	Maintenance Supplies	<u>300</u>	3,100
A.7020.0465	Equipment < \$5,000		
	Computer		<u>1,700</u>
	Total Operating Expenses		<u>\$ 30,445</u>
<b>Fringe Benefits</b>			
A.7020.0810	New York State Employees' Retirement System	\$ 24,064	
A.7020.0830	Social Security		16,058
A.7020.0850	Health Insurance		<u>36,756</u>
	Total Fringe Benefits		<u>\$ 76,878</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 317,229</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Playgrounds Maintenance  
**Account Code:** A7110  
**Function:** Culture and Recreation

The City's largest park, John C. Thompson Park, was given as a gift to the City of Watertown. It was designed by the country's preeminent landscape architectural firm, the Olmsted Brothers, at the turn of the 20th century. The park contains 429 acres including large open green spaces, woodlands, a children's creative playground, splash pad, tennis courts, picnic areas, pavilions, exercise trails, a modern habitat zoo, cross country ski trails, sledding areas and a golf course. The park is open year-round from 5:00 am to 11:00 pm. Seasonal employees assist during the spring, summer and fall seasons.

In addition to Thompson Park, the City has and maintains several neighborhood parks, eight of which have playgrounds. The additional parks and playgrounds within the department consist of: North Hamilton, Portage, Academy, Taylor, Bicentennial, Jefferson, Emerson Place, North Star, Marble Street, Waterworks, JB Wise, and Kostyk.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Playgrounds Maintenance  
**Account Code:** A7110  
**Function:** Culture and Recreation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	123,924	135,166	157,569	145,828
140 Temporary	54,468	50,268	60,000	60,500
150 Overtime	13,441	12,415	17,000	17,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	224	168
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 191,833</u>	<u>\$ 197,849</u>	<u>\$ 234,793</u>	<u>\$ 223,496</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ 70,000	\$ -
250 Other	<u>70,799</u>	<u>6,020</u>	<u>64,000</u>	<u>85,000</u>
Total Equipment	<u>\$ 70,799</u>	<u>\$ 6,020</u>	<u>\$ 134,000</u>	<u>\$ 85,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 102,059	\$ 121,771	\$ 90,675	\$ 90,675
420 Insurance	6,799	6,622	7,300	9,975
430 Contracted Services	114,795	299,605	382,175	111,675
440 Fees Non Employees	482	434	400	400
450 Miscellaneous	1,026	775	8,500	8,500
455 Vehicle Expenses	28,578	30,621	46,600	38,800
460 Materials and Supplies	43,566	47,122	55,045	58,845
465 Equipment < \$5,000	<u>3,566</u>	<u>2,106</u>	<u>6,200</u>	<u>2,700</u>
Total Operating Expenses	<u>\$ 300,871</u>	<u>\$ 509,056</u>	<u>\$ 596,895</u>	<u>\$ 321,570</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 21,090	\$ 20,238	\$ 28,395	\$ 31,428
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	14,319	14,859	17,961	17,098
840 Workers' Compensation	226	2,630	500	1,000
850 Health Insurance	<u>15,648</u>	<u>26,393</u>	<u>31,379</u>	<u>31,940</u>
Total Fringe Benefits	<u>\$ 51,283</u>	<u>\$ 64,120</u>	<u>\$ 78,235</u>	<u>\$ 81,466</u>
<b>Department Total</b>	<u><u>\$ 614,786</u></u>	<u><u>\$ 777,045</u></u>	<u><u>\$ 1,043,923</u></u>	<u><u>\$ 711,532</u></u>

New department title in FY 2021/22. Previous title was Thompson Park.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Playgrounds Maintenance  
**Account Code:** A7110  
**Function:** Culture and Recreation

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7110.0130	Wages		
	Parks and Recreation Maintenance Supervisor (1 @ .06)	\$ 4,171	
	Crew Chief (1 @ .93), (1 @ .18)	61,044	
	Facilities Maintenance Worker (1 @ .76), (1 @ .23), (1 @ .73), (1@.06)	<u>80,613</u>	\$ 145,828
A.7110.0140	Temporary		60,500
A.7110.0150	Overtime		17,000
A.7110.0175	Health Insurance Buyout		<u>168</u>
	Total Personal Services		<u>\$ 223,496</u>

**Equipment**

A.7110.0250	Other Equipment		
	Zero Turn Mower	\$ 25,000	
	Forestry Attachment	40,000	
	Utility Vehicle	<u>20,000</u>	\$ 85,000
	Total Equipment		<u>\$ 85,000</u>

**Operating Expenses**

A.7110.0410	Utilities		
	Water/Sewer	\$ 75,000	
	Electricity	6,300	
	Natural Gas	8,500	
	DSL Internet Connection	<u>875</u>	\$ 90,675
A.7110.0420	Insurance		9,975
A.7110.0430	Contracted Services		
	Alarm Systems Monitoring	300	
	Stone Work Repairs	30,000	
	Maintenance Service and Repairs	20,000	
	Small Engine Maintenance	750	
	Fence Repairs	2,500	
	Welding Lease and Supplies	1,000	
	Solid Waste Disposal	3,500	
	Seasonal Bathroom Preparation	2,000	
	Generator Maintenance/Repair	625	
	River Parks Vegetation Management (1)	50,000	
	Playground Equipment Repairs	<u>1,000</u>	111,675

(1) Funded from the American Rescue Plan Act of 2021

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Playgrounds Maintenance  
**Account Code:** A7110  
**Function:** Culture and Recreation

		<u>FY 2024-25 Proposed Budget</u>	
A.7110.0440	Fees, Non Employee		
	Employment Related Testing		400
A.7110.0450	Miscellaneous		
	Mileage Reimbursement	500	
	Commercial Driver License (CDL) Training	<u>8,000</u>	8,500
A.7110.0455	Vehicle Expenses		
	Outside Vehicle Maintenance	10,000	
	Vehicle Maintenance	5,000	
	Fuel	11,000	
	Small Equipment	1,000	
	Equipment Rental	5,000	
	Insurance	<u>6,800</u>	38,800
A.7110.0460	Materials and Supplies		
	Asphalt Sealer	1,500	
	Miscellaneous Equipment Supplies	5,600	
	Park Signs	5,000	
	Hardware Materials and Supplies	500	
	Safety Equipment	1,000	
	Uniforms and Protective Clothing	1,000	
	Safety Shoes	420	
	Lumber, Paint and Stain	4,325	
	Cleaning Supplies	1,000	
	Rakes, Shovels, Lawn Care	500	
	Grass Seed/Top Soil	7,000	
	Trees/Shrubs	1,250	
	Fertilizer	1,000	
	Roadway and Walkway Materials	500	
	Signage Materials	1,500	
	Plumbing/Electric Supplies	5,500	
	Dogi-Pot Pet Station Supplies	5,000	
	Park Benches	3,000	
	Playground Repairs and Maintenance	3,500	
	Grill Replacements	2,000	
	Equipment Parts	1,750	
	AED and Supplies	2,500	
	Fence Repairs	1,000	
	Wood Fiber	<u>2,500</u>	58,845

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Parks and Playgrounds Maintenance  
**Account Code:** A7110  
**Function:** Culture and Recreation

		<u>FY 2024-25 Proposed Budget</u>	
A.7110.0465	Equipment < \$5,000		
	Portable Generator	1,200	
	Weedeaters	<u>1,500</u>	<u>2,700</u>
	Total Operating Expenses		<u>\$ 321,570</u>
<b>Fringe Benefits</b>			
A.7110.0810	New York State Employees' Retirement System	\$	31,428
A.7110.0830	Social Security		17,098
A.7110.0840	Workers Compensation		1,000
A.7110.0850	Health Insurance		<u>31,940</u>
	Total Fringe Benefits	\$	<u>81,466</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>711,532</u></u>

A7110 – Parks and Playgrounds

Fiscal Year 2024-25  
Vehicles and Equipment

Zero Turn Mower - \$25,000

The Parks and Recreation Department is proposing a new zero-turn mower to replace the current machine, a 2015 with 2000 hours. This mower is used daily from spring through fall to cut grass in areas larger mowers cannot. The current mower would be transferred to the golf course, which does not have a like mower.



A7110 – Parks & Playgrounds

Fiscal Year 2024-25  
Vehicles and Equipment

Forestry Attachment -

\$40,000

The Parks and Recreation Department, along with the Department of Public Works, would like to purchase a forestry head to be used for brush clearing and trail maintenance. This unit will attach to a skid steer and make clearing much more efficient. Having this equipment in-house should also save on contracted clearing. The city does not currently have a skid steer on tracks, so one will need to be rented when clearing work is performed.

This piece of equipment would be both purchased and shared 50/50 with DPW.



A7110 – Parks & Playgrounds

Fiscal Year 2024-25  
Vehicles and Equipment

Utility Vehicle - \$20,000

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The Parks and Recreation Department is requesting a new utility vehicle to replace the current machine, a 2010 RTV with 2655 hours. This RTV is used daily to perform various tasks, including loose trash cleanup throughout the park. We propose moving the current machine to the golf course to be used as the range picker, as the current one is inadequate.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Athletic Facilities Maintenance  
**Account Code:** A7140  
**Function:** Culture and Recreation

The Parks and Recreation Department oversees the buildings and grounds located at the Fairgrounds, John Adams (North Elementary), Kostyk and Marble. These facilities support the athletic and recreation programs of the Parks and Recreation Department, local schools, and other community organizations. The Fairgrounds is the City's busiest year-round facility that includes 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 that compliments the Riverfront Development trail, a pavilion, the fair building, the Watertown Municipal Arena, Steven D. Alteri swimming pool, and the Fairgrounds YMCA. Kostyk, John Adams and Marble fields host numerous leagues and tournaments. Parks and Recreation crews are responsible for maintaining all the above-named facilities.

The Fairgrounds hosts some of Watertown's largest events including DPAO concerts and the Jefferson County Fair. Other notable users of these facilities include the Watertown Red & Black, Watertown Rapids, Jefferson Community College, Watertown City School District, Pop Warner Football, Black River Valley Horse Association, Watertown Little League and Babe Ruth Baseball and the American Cancer Society.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Athletic Facilities Maintenance  
**Account Code:** A7140  
**Function:** Culture and Recreation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	24,434	40,424	65,777	59,981
140 Temporary	71,314	105,397	95,000	101,000
150 Overtime	6,463	14,710	11,000	11,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	754	1,442	994
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 102,211</u>	<u>\$ 161,285</u>	<u>\$ 173,219</u>	<u>\$ 172,975</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	12,591	74,749	62,500	40,500
Total Equipment	<u>\$ 12,591</u>	<u>\$ 74,749</u>	<u>\$ 62,500</u>	<u>\$ 40,500</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 12,639	\$ 27,724	\$ 30,175	\$ 30,175
420 Insurance	2,812	3,488	3,850	5,125
430 Contracted Services	20,857	29,021	35,090	16,590
440 Fees Non Employees	-	-	400	400
450 Miscellaneous	450	140	200	200
455 Vehicle Expenses	65,524	39,700	28,600	35,925
460 Materials and Supplies	68,072	65,081	76,750	76,750
465 Equipment < \$5,000	480	28,928	11,500	1,500
Total Operating Expenses	<u>\$ 170,834</u>	<u>\$ 194,082</u>	<u>\$ 186,565</u>	<u>\$ 166,665</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 2,409	\$ 6,258	\$ 14,705	\$ 17,400
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,770	12,242	13,252	13,235
840 Workers' Compensation	-	-	250	-
850 Health Insurance	2,298	11,636	12,874	14,104
Total Fringe Benefits	<u>\$ 12,477</u>	<u>\$ 30,136</u>	<u>\$ 41,081</u>	<u>\$ 44,739</u>
<b>Department Total</b>	<u><u>\$ 298,113</u></u>	<u><u>\$ 460,252</u></u>	<u><u>\$ 463,365</u></u>	<u><u>\$ 424,879</u></u>

New department title in FY 2021/22. Previous title was Playgrounds.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Athletic Facilities Maintenance  
**Account Code:** A7140  
**Function:** Culture and Recreation

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7140.0130	Wages		
	Parks and Recreation Maintenance Supervisor (1 @ .26)	\$ 18,075	
	Crew Chief (1 @.23)	11,956	
	Facilities Maintenance Worker (1 @ .14), (1 @ .31), (1 @ .28)	<u>29,950</u>	\$ 59,981
A.7140.0140	Temporary		101,000
A.7140.0150	Overtime		11,000
A.7140.0175	Health Insurance Buyout		<u>994</u>
	Total Personal Services		<u>\$ 172,975</u>

**Equipment**

A.7140.0250	Other Equipment		
	Field Groomer	\$ 30,000	
	Dethatcher	<u>10,500</u>	\$ 40,500
	Total Equipment		<u>\$ 40,500</u>

**Operating Expenses**

A.7140.0410	Utilities		
	Water / Sewer	\$ 23,000	
	Electric	6,000	
	Telephone / Security	750	
	Natural Gas	<u>425</u>	\$ 30,175
A.7140.0420	Insurance		5,125
A.7140.0430	Contracted Services		
	Small Equipment Repairs	1,000	
	Pest Control	1,500	
	Bleacher Repairs	1,000	
	Audio Repairs	2,500	
	Facility Building Repairs	1,000	
	Portable Toilet Rentals	5,000	
	Alarm Monitoring Fees	240	
	Annual Fire Inspections and Repairs	600	
	Key Work	250	
	Fence Repairs and Upgrades	<u>3,500</u>	16,590
A.7140.0440	Fees, Non Employee		
	Employee Related Testing		400
A.7140.0450	Miscellaneous		
	NYS Turfgrass Association		200

City of Watertown

Fiscal Year: FY 2024-25  
Department: Athletic Facilities Maintenance  
Account Code: A7140  
Function: Culture and Recreation

		<u>FY 2024-25 Proposed Budget</u>	
A.7140.0455	Vehicle Expenses		
	Fuel	13,000	
	Vehicle Maintenance	4,500	
	Outdoor Equipment Repairs	5,000	
	Tines for Aerifier	900	
	Insurance	<u>12,525</u>	35,925
A.7140.0460	Materials and Supplies		
	Athletic Equipment (Bases, Home Plates, Pitching Slabs, Mats, Nets)	10,000	
	Field Maintenance (Soil, Fertilizer, Grass Seed, Turface, Clay, Stone Dust)	40,000	
	Marking Chalk and Paint	6,750	
	Water Wheel Parts	3,000	
	Gravel for Grandstand Parking	500	
	Paint Supplies	1,600	
	Janitorial Products	750	
	Rakes, Shovels, Rollers	600	
	Infield Tarps	1,500	
	Water Pumps	300	
	Lumber and Hardware	2,500	
	Mowing Equipment and Supplies	2,000	
	Benches	1,300	
	Door Locks	1,500	
	Plumbing	750	
	Ground Sockets	300	
	Fence Repairs	1,000	
	Electrical Supplies	<u>2,400</u>	76,750
A.7140.0465	Equipment < \$5,000		
	Weedeaters		<u>1,500</u>
	Total Operating Expenses		<u>\$ 166,665</u>
<b>Fringe Benefits</b>			
A.7140.0810	New York State Employees' Retirement System	\$	17,400
A.7140.0830	Social Security		13,235
A.7140.0850	Health Insurance		<u>14,104</u>
	Total Fringe Benefits	\$	<u>44,739</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>424,879</u></u>

A7140 – Athletic Facilities Maintenance

Fiscal Year 2024-25  
Vehicles and Equipment

Field Groomer - \$30,000

The new field groomer will replace the current groomer, a 2004 Sand Star. Field groomers are used daily from May-October to drag, level and maintain twelve baseball and softball fields throughout the city.



A7140 – Athletic Facilities Maintenance

Fiscal Year 2024-25  
Vehicles and Equipment

Dethatcher -

\$10,500

The Parks & Recreation Department does not currently have a dethatcher. This piece of equipment would prove useful in maintaining the ballfields and would also be used at the golf course. A dethatcher would save staff time and outside resources.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Recreation Programs and Events  
**Account Code:** A7141  
**Function:** Culture and Recreation

The Parks and Recreation Department provides several recreational opportunities through events, programs, and leagues. Primary examples include concerts, tournaments, youth baseball, adult softball and adult kickball. Additional recreation programs include tennis, pickleball, golf, learn to skate, horseback riding, and the annual fall harvest festival.

The Parks & Recreation Department traditionally staffs multiple playgrounds during the summer months. Activities include arts and crafts, age-appropriate games, board games and other low risk activities. This year's plan is to staff four playgrounds (Thompson Park, North Hamilton, North Elementary, Emerson Place) with a drop-in program from 10am-3pm. We anticipate that lunch and snacks will again be provided.

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Recreation Programs and Events**

**Account Code:**

**A7141**

**Function:**

**Culture and Recreation**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ 72,181	\$ 49,256
120 Clerical	-	-	-	-
130 Wages	11,024	-	5,589	13,560
140 Temporary	20,704	25,312	32,500	35,000
150 Overtime	7,593	8,187	8,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	213	215
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 39,321</u>	<u>\$ 33,499</u>	<u>\$ 118,483</u>	<u>\$ 118,031</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	13,892	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 13,892</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 11	\$ -	\$ -	\$ -
420 Insurance	1,215	-	3,000	3,000
430 Contracted Services	17,274	20,557	47,600	55,500
440 Fees Non Employees	1,000	800	3,500	3,500
450 Miscellaneous	77	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	15,436	10,742	30,675	20,175
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 35,013</u>	<u>\$ 32,099</u>	<u>\$ 84,775</u>	<u>\$ 82,175</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 14,353	\$ 6,826	\$ 10,642	\$ 12,751
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	2,943	2,548	9,064	9,031
840 Workers' Compensation	3,819	-	250	-
850 Health Insurance	10,980	-	23,064	18,861
Total Fringe Benefits	<u>\$ 32,095</u>	<u>\$ 9,374</u>	<u>\$ 43,020</u>	<u>\$ 40,643</u>
<b>Department Total</b>	<u><b>\$ 106,429</b></u>	<u><b>\$ 88,864</b></u>	<u><b>\$ 246,278</b></u>	<u><b>\$ 240,849</b></u>

New department title in FY 2021/22. Previous title was Outdoor Recreation.

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Recreation Programs and Events**

**Account Code:**

**A7141**

**Function:**

**Culture and Recreation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7141.0110	Salaries		
	Program Manager (1 @ .75)	\$	49,256
A.7141.0130	Wages		
	Parks and Recreation Maintenance Supervisor (1 @ .07)	\$	4,866
	Crew Chief (2 @ .02)		2,152
	Facilities Maintenance Worker (3 @ .02), (2 @ .05)	<u>6,542</u>	\$ 13,560
A.7141.0140	Temporary		35,000
A.7141.0150	Overtime		20,000
A.7141.0175	Health Insurance Buyout		<u>215</u>
	Total Personal Services	\$	<u>118,031</u>

**Operating Expenses**

A.7141.0420	Insurance		
	Baseball / Softball Insurance		3,000
A.7141.0430	Contracted Services		
	Harvest Festival	\$	5,000
	Slip, Slide and Skate Instructors		1,000
	Movies Indoor/Outdoor		3,000
	Tennis Instructions		1,200
	Officials Fees		13,000
	Program Instruction		3,000
	Uniform Cleaning		300
	Golf Instruction		3,000
	Concert in the Park		5,000
	Volunteer Background Checks		1,000
	League Registrations		2,500
	Advertising		7,500
	Special Events - Portable Toilet Rentals, First Aid	<u>10,000</u>	55,500
A.7141.0440	Fees, Non Employees		
	Employment Related Testings		500
	Background Checks		1,000
	First Aid and CPR Instruction	<u>2,000</u>	3,500

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Recreation Programs and Events**

**Account Code:**

**A7141**

**Function:**

**Culture and Recreation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.7141.0460	Materials and Supplies		
	Athletic Equipment	5,000	
	Playground Supplies	1,000	
	Arts and Craft Supplies	600	
	First Aid Supplies	500	
	Uniforms and Equipment	725	
	T-League Shirts (20 Teams)	2,000	
	Movies Indoor/Outdoor	2,500	
	Awards, Ribbon and Trophies	750	
	Program Materials	2,500	
	Cross Country Skis and Snowshoes	2,000	
	Outfield Fence	1,600	
	Miscellaneous Equipment and Supplies	1,000	20,175
	Total Operating Expenses		<u>\$ 82,175</u>
<b>Fringe Benefits</b>			
A.7141.0810	New York State Employees' Retirement System	\$	12,751
A.7141.0830	Social Security		9,031
A.7141.0850	Health Insurance		<u>18,861</u>
	Total Fringe Benefits	\$	<u>40,643</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>240,849</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Pools  
**Account Code:** A7180  
**Function:** Culture and Recreation

This summer, the Parks & Recreation Department intends to operate three pools (Thompson Park, Alteri, Flynn) and two splashpads (Thompson Park, Flynn).

Obtaining lifeguards is challenging, but efforts are being made to recruit as many interested individuals as possible. All lifeguards must be certified to meet New York State requirements. Reserved lap-swim times, senior swim and swim lessons will again be scheduled. City pools are maintained by certified pool operators within the Parks & Recreation department.

One pool will open Memorial Day Weekend, with the remaining pools opening in late June. Splashpads are open based on seasonal weather, typically May-September.

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Pools**

**Account Code: A7180**

**Function: Culture and Recreation**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	8,104	9,604	17,242	20,787
140 Temporary	88,846	176,158	230,000	300,000
150 Overtime	3,111	6,468	7,000	10,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	115	540	829
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 100,061</u>	<u>\$ 192,345</u>	<u>\$ 254,782</u>	<u>\$ 331,616</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	21,465	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 21,465</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 56,040	\$ 76,641	\$ 96,200	\$ 96,200
420 Insurance	3,209	2,721	3,000	7,850
430 Contracted Services	131,164	16,601	12,350	17,650
440 Fees Non Employees	8,300	4,990	14,000	13,500
450 Miscellaneous	176	1,050	300	400
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	45,857	66,388	96,350	96,350
465 Equipment < \$5,000	2,278	10,133	2,500	12,200
Total Operating Expenses	<u>\$ 247,024</u>	<u>\$ 178,524</u>	<u>\$ 224,700</u>	<u>\$ 244,150</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 4,132	\$ 6,947	\$ 16,410	\$ 25,761
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,623	14,686	19,491	25,370
840 Workers' Compensation	459	153	1,000	500
850 Health Insurance	1,648	1,651	1,212	1,347
Total Fringe Benefits	<u>\$ 13,862</u>	<u>\$ 23,437</u>	<u>\$ 38,113</u>	<u>\$ 52,978</u>
<b>Department Total</b>	<u><u>\$ 360,947</u></u>	<u><u>\$ 415,771</u></u>	<u><u>\$ 517,595</u></u>	<u><u>\$ 628,744</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Pools**

**Account Code:**

**A7180**

**Function:**

**Culture and Recreation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7180.0130

Wages

Parks and Recreation Maintenance Supervisor

(1 @ .04)

\$ 2,781

Crew Chief (1 @ .02)

1,040

Facilities Maintenance Worker (1 @ .31), (1

@ .13)

16,966

\$ 20,787

A.7180.0140

Temporary

300,000

A.7180.0150

Overtime

10,000

A.7180.0175

Health Insurance Buyout

829

Total Personal Services

\$ 331,616

**Operating Expenses**

A.7180.0410

Utilities

Water and Sewer

\$ 92,000

Electric

4,000

Cell Phones

200

\$ 96,200

A.7180.0420

Insurance

7,850

A.7180.0430

Contracted Services

Building Repairs/Maintenance

4,500

Mechanical Repairs

7,500

Sand Blasting

1,000

Key Work

750

Uniform Cleaning

900

Fence Repairs/Replacement

3,000

17,650

A.7180.0440

Fees, Non Employee

First Aid and CPR

3,000

Lifeguard Course

10,000

Employment Related Testing

500

13,500

A.7180.0450

Miscellaneous

Mileage Reimbursements

300

Water Safety Instructor Course

100

400

A.7180.0460

Materials and Supplies

Chemicals

60,000

Pool Supplies

4,500

Maintenance Supplies

5,000

First Aid Supplies

2,250

Lifeguard Equipment

6,000

Swim Lesson Supplies

1,500

Swim Lesson Recognition

600

Paint and Hardware

1,500

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Pools**

**Account Code: A7180**

**Function: Culture and Recreation**

**FY 2024-25 Proposed Budget**

A.7180.0460	Materials and Supplies continued:		
	Pool Repairs	3,000	
	Electrical/Plumbing Supplies	500	
	Filtration Equipment	500	
	Uniforms	6,000	
	Office Supplies	1,000	
	AED and Supplies	2,500	
	Signage	1,500	96,350
A.7180.0465	Equipment < \$5,000		
	Computer	1,700	
	Security Cameras	7,500	
	Chlorine Pump	2,500	
	Office Chairs (6)	500	12,200
	Total Operating Expenses		\$ 244,150
<b>Fringe Benefits</b>			
A.7180.0810	New York State Employees' Retirement System		\$ 25,761
A.7180.0830	Social Security		25,370
A.7180.0840	Workers Compensation		500
A.7180.0850	Health Insurance		1,347
	Total Fringe Benefits		\$ 52,978
	<b>TOTAL BUDGET</b>		<b>\$ 628,744</b>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Golf Course  
**Account Code:** A7190  
**Function:** Culture and Recreation

The Parks and Recreation Department oversees the Thompson Park Golf Course. The golf course sits inside historic Thompson Park and offers 18 holes with various tee boxes for all skill levels. The golf course opened as a 9-hole course in 1926 as the Watertown Golf Club, with an additional 9 holes built in 1967. The golf course operates open play, leagues, tournaments, driving range, and a fully stocked pro shop throughout the season. Food and Beverage service is provided by a licensee.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Golf Course

**Account Code:** A7190

**Function:** Culture and Recreation

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ 14,694	\$ 35,796	\$ 46,038
120 Clerical	-	-	-	-
130 Wages	-	-	13,084	20,657
140 Temporary	-	67,453	185,000	196,000
150 Overtime	-	8,170	30,000	30,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	258
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ 90,317</u>	<u>\$ 263,880</u>	<u>\$ 292,953</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	12,708	-	158,000
Total Equipment	<u>\$ -</u>	<u>\$ 12,708</u>	<u>\$ -</u>	<u>\$ 158,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ 15,470	\$ 24,000	\$ 24,000
420 Insurance	-	-	15,875	13,575
430 Contracted Services	-	108,591	79,000	73,200
440 Fees Non Employees	-	3,505	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	57,918	54,000	50,000
460 Materials and Supplies	-	72,357	92,000	97,000
465 Equipment < \$5,000	-	11,872	6,500	8,200
Total Operating Expenses	<u>\$ -</u>	<u>\$ 269,713</u>	<u>\$ 271,375</u>	<u>\$ 265,975</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ 19,711	\$ 26,567
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	6,909	20,187	22,411
840 Workers' Compensation	-	-	500	-
850 Health Insurance	-	-	15,067	4,942
Total Fringe Benefits	<u>\$ -</u>	<u>\$ 6,909</u>	<u>\$ 55,465</u>	<u>\$ 53,920</u>
<b>Department Total</b>	<u><u>\$ -</u></u>	<u><u>\$ 379,647</u></u>	<u><u>\$ 590,720</u></u>	<u><u>\$ 770,848</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Golf Course  
**Account Code:** A7190  
**Function:** Culture and Recreation

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7190.0110	Salaries		
	Program Manager (1 @ .71)	\$	46,038
A.7190.0130	Wages		
	Parks and Recreation Maintenance Supervisor (1 @ .15)	\$	10,428
	Crew Chief (1 @ .03)		1,559
	Facilities Maintenance Worker (3 @ .06), (1 @ .03)	<u>8,670</u>	\$ 20,657
A.7190.0140	Temporary		196,000
A.7190.0150	Overtime		30,000
A.7190.0175	Health Insurance Buyout		<u>258</u>
	Total Personal Services		<u>\$ 292,953</u>

**Equipment**

A.7190.0250	Other Equipment		
	Greens Mower	\$	53,000
	Spreader		25,000
	Irrigation Pump	<u>80,000</u>	\$ 158,000
	Total Equipment		<u>\$ 158,000</u>

**Operating Expenses**

A.7190.0410	Utilities		
	Water/Sewer	\$	15,000
	TV/Phone		2,000
	Electric	<u>7,000</u>	\$ 24,000
A.7190.0420	Insurance		13,575
A.7190.0430	Contracted Services		
	Cart Rentals		6,000
	Advertising		10,000
	Golf Handicap Information Network (GHIN)		1,500
	Equipment Rentals		4,000
	Software		7,500
	Reel Sharpening		15,000
	Trash removal		2,000
	Aeration		8,000
	Course Maintenance		10,000
	Golf Cart Storage		7,200
	Miscellaneous Fees	<u>2,000</u>	73,200

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Golf Course  
**Account Code:** A7190  
**Function:** Culture and Recreation

		<u>FY 2024-25 Proposed Budget</u>	
A.7190.0455	Vehicle Expenses		
	Golf Cart Expenses	10,000	
	Equipment Repairs	25,000	
	Fuel and Oil	<u>15,000</u>	50,000
A.7190.0460	Materials and Supplies		
	Tournament Supplies	2,500	
	Golf Balls/Clubs/Tees	8,000	
	Office Supplies	2,500	
	Event Supplies	1,000	
	Cleaning Supplies	2,500	
	Irrigation System Supplies	15,000	
	Driving Range Supplies	3,500	
	Sand/Seed/Topsoil	15,000	
	Tree Replacement	2,000	
	Shop Supplies	1,500	
	Signage	1,000	
	Micellaneous Supplies	2,500	
	Fertilizers/Pesticides	<u>40,000</u>	97,000
A.7190.0465	Equipment < \$5,000		
	Restaurant Equipment	2,500	
	Cart Chargers	4,000	
	Computers/Electronics	<u>1,700</u>	8,200
	Total Operating Expenses		<u>\$ 265,975</u>
<b>Fringe Benefits</b>			
A.7190.0810	New York State Employees' Retirement System		\$ 26,567
A.7190.0830	Social Security		22,411
A.7190.0850	Health Insurance		<u>4,942</u>
	Total Fringe Benefits		<u>\$ 53,920</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 770,848</u></u>

A7190 – Municipal Golf Course

Fiscal Year 2024-25  
Vehicles and Equipment

Greens Mower -

\$53,000

The Thompson Park Golf Course is in need of a new mower for the greens. This mower will replace a 2001 Jacobsen Greens King IV, with unknown hours. It will be used daily to maintain the greens.



A7190 – Municipal Golf Course

Fiscal Year 2024-25  
Vehicles and Equipment

Spreader - \$25,000

The Parks and Recreation Department is requesting a new spreader for the golf course. This would be a new piece of equipment that will be used to maintain greens, tee boxes and fairways. This work is currently contracted out, therefore obtaining this unit and performing the work in-house would result in a long-term cost savings.



A7190 – Municipal Golf Course

Fiscal Year 2024-25  
Vehicles and Equipment

Irrigation Pump - \$80,000

The Parks and Recreation Department is proposing replacement of the irrigation pumps at the golf course, along with installation of variable frequency drives. Also included is the upgrade of electrical and plumbing components. The current setup does not provide adequate pressure for proper irrigation and does not have proper controls.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Arena  
**Account Code:** A7265  
**Function:** Culture and Recreation

The Watertown Municipal Arena was first opened in 1975, and re-opened in 2016 following complete renovations. It provides the community with quality facilities that enable it to host a wide variety of events. For eight months of the year, a high-quality ice surface is maintained and used by several local teams and organizations. Primary users include the Watertown Wolves, Watertown Minor Hockey Association, Watertown Figure Skating Club, IHC School, and adult hockey groups. Rock N Skate, Slip, Slide, & Skate and public skating are also offered.

During the remaining 4 months, the arena is used for a variety of community events such as DPAO concerts, MMA events, Comic Con, craft fairs, Career Jam, and the Jefferson County Fair. With a non-ice capacity of 4000, this is a ideal facility for large events.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Arena

**Account Code:** A7265

**Function:** Culture and Recreation

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ 12,968
120 Clerical	-	-	-	-
130 Wages	169,143	180,524	127,110	129,146
140 Temporary	218,971	281,906	245,000	259,500
150 Overtime	43,466	56,000	48,000	55,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	1,692	1,881	1,836
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 431,580</u>	<u>\$ 520,122</u>	<u>\$ 421,991</u>	<u>\$ 458,450</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	5,320	111,910	-	-
Total Equipment	<u>\$ 5,320</u>	<u>\$ 111,910</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 80,317	\$ 99,261	\$ 95,200	\$ 95,200
420 Insurance	14,685	19,500	21,500	18,600
430 Contracted Services	64,231	70,057	79,700	79,700
440 Fees Non Employees	589	819	1,200	1,200
450 Miscellaneous	3,279	4,005	3,900	2,700
455 Vehicle Expenses	32,731	34,527	21,750	21,550
460 Materials and Supplies	148,746	156,716	140,400	148,000
465 Equipment < \$5,000	5,569	22,244	10,000	9,200
Total Operating Expenses	<u>\$ 350,147</u>	<u>\$ 407,129</u>	<u>\$ 373,650</u>	<u>\$ 376,150</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 30,870	\$ 36,464	\$ 36,189	\$ 46,768
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	32,387	39,201	32,284	35,072
840 Workers' Compensation	-	-	1,000	250
850 Health Insurance	32,821	24,236	26,564	29,815
Total Fringe Benefits	<u>\$ 96,078</u>	<u>\$ 99,901</u>	<u>\$ 96,037</u>	<u>\$ 111,905</u>
<b>Department Total</b>	<u><u>\$ 883,125</u></u>	<u><u>\$ 1,139,062</u></u>	<u><u>\$ 891,678</u></u>	<u><u>\$ 946,505</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Arena**

**Account Code:**

**A7265**

**Function:**

**Culture and Recreation**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.7265.0110	Salaries		
	Program Manager (1 @ .20)	\$	12,968
A.7265.0130	Wages		
	Parks and Recreation Maintenance Supervisor (1 @ .42)	\$	29,198
	Crew Chief (1 @ .05), (1 @ .52)		29,810
	Facilities Maintenance Worker (1 @ .16), (2 @ .44), (1 @ .42), (1 @ .22)	<u>70,138</u>	\$ 129,146
A.7265.0140	Temporary		
	General Arena	217,000	
	Concession Stand	<u>42,500</u>	259,500
A.7265.0150	Overtime		<u>55,000</u>
	Total Personal Services		<u>\$ 458,450</u>

**Operating Expenses**

A.7265.0410	Utilities		
	Water/Sewer	\$	16,000
	Electric		50,000
	Natural Gas		28,000
	Cable Television	<u>1,200</u>	\$ 95,200
A.7265.0420	Insurance		18,600
A.7265.0430	Contracted Services		
	Outside Equipment Rentals	500	
	Facility Maintenance and Repairs	5,000	
	Trash Service	5,000	
	Pest Control	2,500	
	Zamboni Blades Sharpening	2,000	
	Sprinkler Maintenance/Inspection	3,000	
	DJ Service for Skating Events	2,500	
	Heating Maintenance	25,000	
	Elevator Maintenance	1,500	
	PA System Maintenance	500	
	Merchant Processing Fees	8,000	
	First Aid/CPR	1,200	
	Zamboni Repairs	2,000	
	Forklift Repair	1,000	
	Refrigeration System Maintenance	<u>20,000</u>	79,700
A.7265.0440	Fees, Non Employee		
	Physicals for Employees		1,200

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Arena**

**Account Code: A7265**

**Function: Culture and Recreation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.7265.0450	Miscellaneous		
	Crowd Control Training	400	
	Mileage Reimbursement	250	
	Chamber of Commerce	250	
	Music Licensing Charges	1,200	
	Ice Skating Institute and Managers' Association Membership	600	2,700
A.7265.0455	Vehicle Expenses		
	Vehicle Repairs	5,000	
	Insurance	4,050	
	Zamboni Fuel	5,000	
	Fuel	7,500	21,550
A.7265.0460	Materials and Supplies		
	Safety Shoes	1,300	
	Safety Equipment, Jackets, Gloves	1,800	
	Skate Sharpening Supplies	1,200	
	Skate Supplies	1,500	
	Refrigeration Supplies	1,500	
	Edger Supplies	300	
	Ballast Replacement	2,500	
	Ice Paint	2,500	
	Maintenance of Small Equipment	500	
	Building/Maintenance/Janitorial	25,000	
	Dasher Board Maintenance	1,000	
	Rink Glass	8,000	
	Emergency Lights	500	
	Hardware, Lumber, Paint	750	
	Electrical/Plumbing Supplies	2,000	
	Uniforms and Jackets	2,500	
	Tables and Chairs	3,000	
	First Aid Supplies	750	
	Miscellaneous Supplies	1,600	
	Propane, Oil	1,000	
	Zamboni Supplies	1,500	
	Stage and Concert Supplies	500	
	Paint Storage	1,300	
	Tool Kit	700	
	Safety Barriers	1,300	
	Crowd Control Stancions	2,000	
	Hockey Goal Netting	800	
	AED and Supplies	3,200	

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Arena**

**Account Code: A7265**

**Function: Culture and Recreation**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.7265.0460	Materials and Supplies continued:		
	Concession Stand Food	70,000	
	Concession Stand Supplies	<u>7,500</u>	148,000
A.7265.0465	Equipment < \$5,000		
	Computer	1,700	
	Hockey Goals	3,000	
	Concession Equipment	2,000	
	Rental Skate Replacements	<u>2,500</u>	<u>9,200</u>
	Total Operating Expenses		<u>\$ 376,150</u>
<b>Fringe Benefits</b>			
A.7265.0810	New York State Employees' Retirement System	\$	46,768
A.7265.0830	Social Security		35,072
A.7265.0840	Workers Compensation		250
A.7265.0850	Health Insurance		<u>29,815</u>
	Total Fringe Benefits	\$	<u>111,905</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>946,505</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Planning  
**Account Code:** A8020  
**Function:** Home and Community Services

The Planning Department is responsible for guiding development and managing future growth patterns within the City. It proposes and implements programs, projects and legislation that positively affect the development of the City as a community. Topics that fall under the purview of Planning include downtown revitalization, riverfront development, housing programs, urban forestry, historic preservation, zoning and economic development. Many of the projects and programs within these categories involve grant applications and contract administration. The department provides staff support to the Planning Board and the Zoning Board of Appeals and is responsible for the administration of the Zoning Ordinance. The Department's staff is comprised of the Planning & Community Development Director, a Senior Planner, three Planners and a Secretarial position that is shared with the Engineering Department.

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** Planning

**Account Code:** A8020

**Function:** Home and Community Services

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 189,845	\$ 249,341	\$ 272,264	\$ 287,852
120 Clerical	12,294	15,059	16,418	17,155
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	(1)	989	750	750
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>\$ 202,138</u>	<u>\$ 265,389</u>	<u>\$ 289,432</u>	<u>\$ 305,757</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 264	\$ 264	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	8,626	64,634	119,850	322,200
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	2,438	7,154	8,000	8,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	136	560	-	-
465 Equipment < \$5,000	1,897	2,935	3,500	6,200
Total Operating Expenses	<u>\$ 13,361</u>	<u>\$ 75,547</u>	<u>\$ 131,350</u>	<u>\$ 336,400</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 27,283	\$ 28,762	\$ 39,638	\$ 49,174
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	14,071	18,848	22,141	23,389
840 Workers' Compensation	-	-	-	-
850 Health Insurance	33,162	44,459	48,404	54,223
Total Fringe Benefits	<u>\$ 74,516</u>	<u>\$ 92,069</u>	<u>\$ 110,183</u>	<u>\$ 126,786</u>
<b>Department Total</b>	<u><u>\$ 290,015</u></u>	<u><u>\$ 433,005</u></u>	<u><u>\$ 530,965</u></u>	<u><u>\$ 768,943</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Planning  
**Account Code:** A8020  
**Function:** Home and Community Services

		<u>FY 2024-25 Proposed Budget</u>	
<b>Personal Services</b>			
A.8020.0110	Salaries		
	Planning and Community Development Director (1 @ .80)	\$ 74,328	
	Senior Planner (1 @ .75)	57,425	
	Planners (1 @ .95), (1 @ .90), (1 @.85)	<u>156,099</u>	\$ 287,852
A.8020.0120	Clerical		
	Secretary (1 @ .45)		17,155
A.8020.0150	Overtime		<u>750</u>
	Total Personal Services		<u>\$ 305,757</u>
<b>Operating Expenses</b>			
A.8020.0430	Contracted Services		
	Grant Writer	\$ 40,000	
	VanDuzee Site Environmental Assessment and Redevelopment Plan (a)	200,000	
	Ogilvie Site Park Design	75,000	
	Accela - AA User License	2,850	
	Adobe User Licenses (5)	1,050	
	Legal Ads	2,000	
	Planning Commission Meeting Security	<u>1,300</u>	322,200
A.8020.0450	Miscellaneous		
	Subscriptions/Memberships	3,000	
	Travel and Training	<u>5,000</u>	8,000
A.8020.0465	Equipment < \$5,000		
	Computer	1,700	
	Office Equipment	2,000	
	Trail Counters	<u>2,500</u>	6,200
	Total Operating Expenses		<u>\$ 336,400</u>
<b>Fringe Benefits</b>			
A.8020.0810	New York State Employees' Retirement System	\$ 49,174	
A.8020.0830	Social Security	23,389	
A.8020.0850	Health Insurance	<u>54,223</u>	
	Total Fringe Benefits		<u>\$ 126,786</u>
	<b>TOTAL BUDGET</b>		<u>\$ 768,943</u>

(a) Contingent upon a successful grant application to the NYS Department of State for a Brownfield Opportunity Area (BOA) grant; NYS (90%) and City (10%)

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Storm Sewers  
**Account Code:** A8140  
**Function:** Home and Community Services

This account is responsible for the repair and maintenance of the City's 46 miles of storm sewer mains, 4,472 catch basins and 1,328 manholes. This department is staffed with one Working Crew Chief, one Heavy Motor Equipment Operator, and five Motor Equipment Operators / 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.

**City of Watertown****Fiscal Year: FY 2024-25****Department: Storm Sewers****Account Code: A8140****Function: Home and Community Services**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 35,872	\$ 37,862	\$ 40,006	\$ 41,206
120 Clerical	-	-	-	-
130 Wages	142,792	136,953	199,632	177,403
140 Temporary	-	298	-	10,000
150 Overtime	7,460	8,622	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	231	1,005	2,010
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 186,124</u>	<u>\$ 183,966</u>	<u>\$ 248,643</u>	<u>\$ 238,619</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ 50,191	\$ -	\$ 40,000
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 50,191</u>	<u>\$ -</u>	<u>\$ 40,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 408	\$ 447	\$ 925	\$ 925
420 Insurance	-	1,725	2,000	1,825
430 Contracted Services	10,611	90,514	26,357	28,857
440 Fees Non Employees	669	1,103	940	1,480
450 Miscellaneous	1,494	1,295	2,790	15,000
455 Vehicle Expenses	23,050	27,058	32,225	36,350
460 Materials and Supplies	46,063	54,724	68,600	99,800
465 Equipment < \$5,000	2,279	8,109	15,750	11,150
Total Operating Expenses	<u>\$ 84,574</u>	<u>\$ 184,975</u>	<u>\$ 149,587</u>	<u>\$ 195,387</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 25,031	\$ 19,264	\$ 30,020	\$ 33,547
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	13,567	13,384	19,020	18,253
840 Workers' Compensation	-	870	250	500
850 Health Insurance	51,923	42,369	75,845	45,871
Total Fringe Benefits	<u>\$ 90,521</u>	<u>\$ 75,887</u>	<u>\$ 125,135</u>	<u>\$ 98,171</u>
<b>Department Total</b>	<u><u>\$ 361,219</u></u>	<u><u>\$ 495,019</u></u>	<u><u>\$ 523,365</u></u>	<u><u>\$ 572,177</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Storm Sewers  
**Account Code:** A8140  
**Function:** Home and Community Services

**FY 2024-25 Proposed Budget**

**Personal Services**

A.8140.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .25)	\$	41,206
A.8140.0130	Wages		
	Crew Chief (1 @ .67)	\$	35,401
	Motor Equipment Operator (Heavy) (1 @ .67)		35,834
	Motor Equipment Operators (Light) / Municipal Workers I (4 @ .67)		
			<u>106,168</u>
			177,403
A.8140.0140	Temporary		10,000
A.8140.0150	Overtime		8,000
A.8140.0175	Health Insurance Buyout		2,010
	Total Personal Services	\$	<u>238,619</u>

**Equipment**

A.8140.0230	Vehicles		
	Pickup Truck 4x2 with Utility Box (1-090) (a)	\$	40,000
		\$	<u>40,000</u>

**Operating Expenses**

A.8140.0410	Utilities		
	Tablet Aircards	\$	425
	Cellular Phone		
			<u>500</u>
		\$	925
A.8140.0420	Insurance		1,825
A.8140.0430	Contracted Services		
	GPS Tracking		357
	Cartegraph Software Maintenance		2,000
	Material Disposal		4,000
	Safety Equipment Certification		2,500
	Radio Repairs		600
	Ventis Mx4 Multi-Gas Monitor Repairs		2,500
	Camera Software Maintenance		900
	Camera Equipment Repair (small camera)		2,500
	Camera Equipment Repair (large camera)		3,000
	Specialized Equipment Rental for Right-of- Way Maintenance		8,000
	Small Equipment Repairs		<u>2,500</u>
			28,857
A.8140.0440	Fees, Non Employees		
	Employee Testing		1,000
	Employee Vaccinations		<u>480</u>
			1,480

(a) Cost is split between A.8140.0230 and G.8120.0230

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Storm Sewers  
**Account Code:** A8140  
**Function:** Home and Community Services

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.8140.0450	Miscellaneous		
	CDL Training	12,000	
	Public Safety Emp Training/PESH	1,200	
	Jefferson County Stormwater Coalition	1,500	
	NASSCO Membership	<u>300</u>	15,000
A.8140.0455	Vehicle Expenses		
	Maintenance and Repairs	11,000	
	Tires	3,500	
	Preventive Maintenance	2,000	
	Gas and Diesel Fuel	12,000	
	Insurance	<u>7,850</u>	36,350
A.8140.0460	Materials and Supplies		
	Safety Apparel and Shoes	1,500	
	Catch Basin Grade Ring Materials	5,000	
	Manholes and Catch Basins	15,000	
	Radio Batteries	500	
	Asphalt Patching Material	6,000	
	Pipes and Fittings	20,000	
	Castings and Grates	25,000	
	Crusher Run and Stone Products	12,000	
	Sewer Camera Accessories (a)	3,000	
	Sewer Camera Supplies (a)	2,000	
	Sewer Vac Hose, 500 LF (a)	1,800	
	Work Zone Safety Devices	5,000	
	Small Hand Tools, Related Supplies	<u>3,000</u>	99,800
A.8140.0465	Equipment < \$5,000		
	Sewer Jet Cleaning Heads (a)	2,500	
	Shoring Components Replacement (a)	4,000	
	Cordless Power Tool Kit for Pickup Truck	1,650	
	Pipe Laser (a)	<u>3,000</u>	<u>11,150</u>
	Total Operating Expenses		<u>\$ 195,387</u>
<b>Fringe Benefits</b>			
A.8140.0810	New York State Employees' Retirement System		\$ 33,547
A.8140.0830	Social Security		18,253
A.8140.0840	Workers Compensation		500
A.8140.0850	Health Insurance		<u>45,871</u>
	Total Fringe Benefits		<u>\$ 98,171</u>
<b>TOTAL BUDGET</b>			<u><u>\$ 572,177</u></u>

(a) Split 50% A8140 and 50% G8120

A8140 – Storm Sewers

Fiscal Year 2024-25  
Vehicles and Equipment

Service Pickup Truck Replacement (1-090) - \$80,000

Vehicle 1-90 is a 2004 Ford F350 one ton, two-wheel drive, dual wheel truck equipped with an eleven foot service body and lift gate. This truck is used daily by the sewer account to transport crew members and equipment to job sites. The vehicle is sized to tow various trailer drawn equipment including excavators, skid steer units and shoring boxes. The current vehicle has extensive motor issues. This truck will be replaced by a like unit. It will be purchased from the NYSOGS or other municipal procurement contract. The existing unit will be disposed of through an on-line surplus vehicle auction.

The cost of the truck is split between the General Fund and Sewer Fund.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Refuse and Recycling  
**Account Code:** A8160  
**Function:** Home and Community Services

There are a total of 6 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. In 2023 the call-in service for pickup of bulk items was once again offered from mid-May until mid-November. Also included in this account is the maintenance and environmental monitoring of the City's 78-acre landfill that was closed in 1993. Tipping fees at the County Transfer Facility have been increased to \$84.00/ton, up from \$80.00.

In 2023, City crews collected 3,149 tons of residential refuse, a decrease of 117 tons from 2022. Crews also collected 446 tons of source separated recyclable materials. Recycling continues to be about 14+/- % of the solid waste stream.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Refuse and Recycling  
**Account Code:** A8160  
**Function:** Home and Community Services

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 12,468	\$ 12,996	\$ 12,002	\$ 12,362
120 Clerical	22,680	21,133	24,168	24,458
130 Wages	213,762	209,773	274,002	283,110
140 Temporary	23,962	20,260	25,000	20,000
150 Overtime	10,897	11,545	18,500	19,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	3,985	5,205	5,600	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 287,754</u>	<u>\$ 280,912</u>	<u>\$ 359,272</u>	<u>\$ 367,330</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 460	\$ 321	\$ 330	\$ 330
420 Insurance	-	-	-	-
430 Contracted Services	273,067	294,664	317,012	327,712
440 Fees Non Employees	13,607	1,383	14,200	14,200
450 Miscellaneous	382	3,665	5,000	10,000
455 Vehicle Expenses	98,895	108,221	122,000	143,100
460 Materials and Supplies	10,539	28,273	25,500	27,000
465 Equipment < \$5,000	-	649	-	-
Total Operating Expenses	<u>\$ 396,950</u>	<u>\$ 437,176</u>	<u>\$ 484,042</u>	<u>\$ 522,342</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 27,411	\$ 23,650	\$ 38,024	\$ 45,224
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	20,996	20,663	27,485	28,102
840 Workers' Compensation	5,371	1,478	10,000	5,000
850 Health Insurance	53,682	42,816	64,425	71,585
Total Fringe Benefits	<u>\$ 107,460</u>	<u>\$ 88,607</u>	<u>\$ 139,934</u>	<u>\$ 149,911</u>
<b>Department Total</b>	<u><u>\$ 792,164</u></u>	<u><u>\$ 806,695</u></u>	<u><u>\$ 983,248</u></u>	<u><u>\$ 1,039,583</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Refuse and Recycling**

**Account Code:**

**A8160**

**Function:**

**Home and Community Services**

**FY 2024-25 Proposed Budget**

**Personal Services**

A.8160.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .15)	\$	12,362
A.8160.0120	Clerical		
	Senior Account Clerk/Typist (1 @ .60)		24,458
A.8160.0130	Wages		
	Crew Chief	\$	54,177
	Refuse Motor Equipment Operator (5)		228,933
			<u>283,110</u>
A.8160.0140	Temporary		20,000
A.8160.0150	Overtime		19,000
A.8160.0175	Health Insurance Buyout		8,400
	Total Personal Services	\$	<u>367,330</u>

**Operating Expenses**

A.8160.0410	Utilities		
	Water/Sewer	\$	330
A.8160.0430	Contracted Services		
	GPS Tracking (7)	\$	1,782
	Tipping Fees (Regular)		290,000
	Fees/Advertising		3,000
	Education/Public Awareness/Ads		2,000
	Employee Uniform Rental		1,000
	Radio Repairs		600
	Annual Fire Alarm Monitoring		330
	Pressure Washer Repair		1,500
	Landfill Building Demo/Asbestos		20,000
	Mowing of Closed Landfill		7,500
			<u>327,712</u>
A.8160.0440	Fees Non Employee		
	Employment Related Testing		1,200
	Landfill Monitoring Fees		13,000
			<u>14,200</u>
A.8160.0450	Miscellaneous		
	Commercial Drivers License (CDL) Training		4,000
	Bulk Postage for Tote Bills		4,000
	Safety Training/PESH		1,800
	Permits and Miscellaneous		200
			<u>10,000</u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Refuse and Recycling**

**Account Code:**

**A8160**

**Function:**

**Home and Community Services**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
A.8160.0455	Vehicle Expenses		
	Vehicle Maintenance and Repairs	60,000	
	Preventive Maintenance	5,500	
	Tires	6,000	
	Gas and Diesel Fuels	62,000	
	Insurance	<u>9,600</u>	143,100
A.8160.0460	Materials and Supplies		
	Safety Shoes and Equipment	3,000	
	Refuse Bag Stickers and Forms	9,000	
	Totes	10,000	
	Tote Repair Parts	2,000	
	Landfill Drainage/Ground Materials	1,500	
	Miscellaneous Supplies	<u>1,500</u>	27,000
	Total Operating Expenses		<u>\$ 522,342</u>
<b>Fringe Benefits</b>			
A.8160.0810	New York State Employees' Retirement System	\$	45,224
A.8160.0830	Social Security		28,102
A.8160.0840	Workers Compensation		5,000
A.8160.0850	Health Insurance		<u>71,585</u>
	Total Fringe Benefits	\$	<u>149,911</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 1,039,583</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** General

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

**Function:** General Government Support

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
A.9040.0800 Workers' Compensation	\$ 82,515	\$ 80,469	\$ 95,000	\$ 91,250
A.9050.0800 Unemployment Claims	-	3,533	10,000	5,000
A.9060.0800 Health Insurance - Retirees	3,578,497	3,769,386	4,519,753	4,914,041
A.9065.0800 Medicare Part B - Retirees	519,667	532,885	560,000	580,000
A.9089.0800 Other Employee Benefits	4,385	4,240	4,750	4,750
A.9501.0900 Transfer to Risk Retention Fund	45,000	45,000	50,000	75,000
A.9512.0900 Transfer to Library Fund	1,527,711	1,556,212	1,452,672	1,539,773
A.9950.0900 Transfer to Capital Fund	1,320,844	9,685,720	1,317,290	700,000
A.9960.0900 Black River Trust Reserve	18,550	19,747	21,000	21,500
A.9970.0900 Transfer to Contingency and Tax Stabilization Reserve	-	-	500,000	-
<b>Total</b>	<u>\$ 7,097,169</u>	<u>\$ 15,697,192</u>	<u>\$ 8,530,465</u>	<u>\$ 7,931,314</u>

Accounts A.9040.0800, A.9050.0800, A.9060.0800, A.9065.0800, A.9070.0800 and A.9089.0800 represent fringe benefit expenses that are not charged directly to detail operating accounts.

A.9501.0900 - Transfer to Risk Retention Fund - This represents the annual transfer to support the costs associated with defending claims against the City.

A.9512.0900 - Transfer to Library Fund - Operating support of the Flower Memorial Library.

A.9950.0900 - Transfer to Capital Fund - Represents the City's operating support of capital equipment purchases and capital projects.

A.9960.0900 - Black River Trust Reserve - Represents the City's annual commitment to the Black River Reserve Trust.

A.9970.0900 - Transfer to Contingency and Tax Stabilization Reserve - In accordance with General Municipal Law Section 6-e the City established a Contingency and Tax Stabilization Fund which may be used to finance certain unanticipated revenue losses or expenditures and to lessen or prevent projected increases in excess of 2.5% of the real property tax levy.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Debt Service  
**Account Code:** A9710  
**Function:** Debt Service

<u>Budget Summary</u>	<u>FY 2021-22 Actual</u>	<u>FY 2022-23 Actual</u>	<u>FY 2023-24 Adopted Budget</u>	<u>FY 2024-25 Proposed Budget</u>
<b>Serial Bonds</b>				
A.9710.0600 Serial Bond Principal	\$ 2,096,385	\$ 2,149,385	\$ 1,657,399	\$ 1,573,399
A.9710.0700 Serial Bond Interest	741,076	650,788	568,639	503,267
A.9788.0600 Leases - Principal	23,226	23,379	-	-
A.9788.0700 Leases - Interest	<u>324</u>	<u>1,071</u>	<u>-</u>	<u>-</u>
<b>Total</b>	<u>\$ 2,861,011</u>	<u>\$ 2,824,623</u>	<u>\$ 2,226,038</u>	<u>\$ 2,076,666</u>

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

**OUTSTANDING SERIAL BONDS**

<u>DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
6/20/2013 (3.00 - 3.50%) 10/15/2027	45,000	5,316	50,316	135,000
6/25/2015 A (3.00 - 3.50%) 6/15/2040	345,000	254,300	599,300	7,025,000
6/25/2015 B (2.00 - 3.125%) 6/15/2030	31,500	5,710	37,210	157,500
6/15/2017 (2.00 - 3.00%) 6/15/2032	231,851	24,770	256,621	807,700
3/29/2019 (5.00 - 3.00%) 9/1/2033	375,048	98,421	473,469	2,054,351
9/30/2020 (3.00 - 5.00%) 2/15/2026	215,000	19,000	234,000	165,000
5/15/2021 (5.00%) 5/15/2039	<u>330,000</u>	<u>95,750</u>	<u>425,750</u>	<u>1,585,000</u>
<b>TOTAL</b>	<u>\$ 1,573,399</u>	<u>\$ 503,267</u>	<u>\$ 2,076,666</u>	<u>\$ 11,929,551</u>

# WATER FUND

**City of Watertown  
Fiscal Year 2024-25 Proposed Budget  
Water Fund Summary**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Revenues</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
Water Rents	\$ 3,729,255	\$ 3,788,633	\$ 4,062,000	\$ 4,290,000
Unmetered Water Sales	6,945	9,218	10,000	10,000
Outside User Fees	1,378,628	1,524,403	1,782,757	1,747,000
Water Service Charges	28,806	40,763	30,000	35,000
Interest and Penalties on Water Rents	50,605	65,414	55,000	65,000
Interest and Earnings	3,996	80,305	100,000	116,000
Rental of Real Property	9,500	9,500	9,500	9,500
Sale of Scrap	5,618	1,510	2,000	2,000
Sale of Equipment	29,571	2,750	-	2,500
Refund of Prior Year Expenses	-	658	-	-
Premium on Obligations	-	2,646	-	-
Unclassified Revenues	1,586	1,512	1,000	1,500
Payment Processing Fees	11,457	12,145	12,000	15,000
Metered Water Sales - Other Funds	245,427	335,472	400,000	333,000
State Aid, Home & Community Services	98,566	58,625	50,000	-
Federal Aid, Disaster Assistance	20,838	896,054	-	-
Interfund Transfer	-	-	1,000	1,000
Sub-Total	\$ 5,620,798	\$ 6,829,608	\$ 6,515,257	\$ 6,627,500
Appropriated Fund Balance	-	53,466	644,385	577,824
<b>Total Revenues</b>	<b>\$ 5,620,798</b>	<b>\$ 6,883,074</b>	<b>\$ 7,159,642</b>	<b>\$ 7,205,324</b>
<b><u>Expenditures</u></b>				
Administration	\$ 274,004	\$ 270,511	\$ 289,458	\$ 310,629
Source, Supply, Power and Pumping	932,873	1,050,679	939,175	925,425
Purification	1,915,789	2,055,194	2,658,903	2,960,202
Transmission and Distribution	1,207,800	2,065,195	1,540,776	1,573,850
General	226,908	813,780	1,069,450	818,337
Debt Service	677,877	627,715	661,880	616,881
<b>Total Expenditures</b>	<b>\$ 5,235,251</b>	<b>\$ 6,883,074</b>	<b>\$ 7,159,642</b>	<b>\$ 7,205,324</b>
<b><u>Fund Balance</u></b>				
Beginning reserve and fund balances	\$ 2,814,213	\$ 3,199,760		
+ Revenues	5,620,798	6,829,608		
- Expenses	(5,235,251)	(6,883,074)		
Ending reserve and fund balances	\$ 3,199,760	\$ 3,146,294		
Fund balance reserved for encumbrances	(641,681)	(221,020)		
Fund balance appropriated to subsequent fiscal year (original budget adoption)	(472,053)	(567,175)		
Unreserved un-appropriated fund balance	<b>\$ 2,086,026</b>	<b>\$ 2,358,099</b>		

(1) Fiscal Year 2023-24 Adopted Budget represents the original budget plus any subsequent budget re-adoptions through March 31, 2024.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**Water Fund Revenue Summary**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
F.0000.2140 Water Rents	\$ 3,729,255	\$ 3,788,633	\$ 4,062,000	\$ 4,290,000
F.0000.2142 Unmetered Water Sales	6,945	9,218	10,000	10,000
F.0000.2143 Outside User Fees	1,378,628	1,524,403	1,782,757	1,747,000
F.0000.2144 Water Service Charges	28,806	40,763	30,000	35,000
F.0000.2148 Interest and Penalties on Water Rents	50,605	65,414	55,000	65,000
F.0000.2401 Interest and Earnings	3,996	80,305	100,000	116,000
F.0000.2410 Rental of Real Property	9,500	9,500	9,500	9,500
F.0000.2650 Sale of Scrap	5,618	1,510	2,000	2,000
F.0000.2665 Sale of Equipment	29,571	2,750	-	2,500
F.0000.2701 Refund of Prior Year Expenses	-	658	-	-
F.0000.2710 Premium on Obligations	-	2,646	-	-
F.0000.2770 Unclassified Revenues	1,586	1,512	1,000	1,500
F.0000.2773 Payment Processing Fees	11,457	12,145	12,000	15,000
F.0000.2830 Metered Water Sales - Other Funds	245,427	335,472	400,000	333,000
F.0000.3989 State Aid - Home & Community	98,566	58,625	50,000	-
F.0000.4960 Federal Aid - Disaster Assistance	20,838	896,054	-	-
F.0000.5031 Interfund Transfers	-	-	1,000	1,000
<b>Sub-Total</b>	<b>5,620,798</b>	<b>6,829,608</b>	<b>6,515,257</b>	<b>6,627,500</b>
Appropriated Debt Reserve	-	-	-	-
Appropriated Fund Balance	-	53,466	644,385	577,824
<b>Total Revenues</b>	<b>\$ 5,620,798</b>	<b>\$ 6,883,074</b>	<b>\$ 7,159,642</b>	<b>\$ 7,205,324</b>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Water Fund  
**Account Code:** Revenues  
**Function:** Revenue Descriptions

F.0000.2140 – Water Rents - Sales of water to residential, commercial, industrial, educational and governmental users located within the City.

F.0000.2142 - Unmetered Water Sales - Sales of bulk water at the Water Treatment Plant.

F.0000.2143 - Outside User Fees - Sales of water to residential, commercial, industrial, educational and governmental users located outside of the City.

F.0000.2144 - Water Service Charges - Charges for frozen meters, meter replacements, connection fees shut-off fees, repairs and line renewals.

F.0000.2148 - Interest and Penalties on Water Rents - Charges of 10% penalties for late water payments.

F.0000.2401 - Interest and Earnings - Earnings derived from the investment of water funds through certificates of deposit, savings accounts and the purchase of government securities.

F.0000.2410 - Rental of Real Property - Revenue is received from the rental of office space to the Sewer Fund Administration at the Water Treatment Facility.

F.0000.2650 - Sale of Scrap – Sales of excess scrap.

F.0000.2665 – Sale of Equipment – Sales of equipment.

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

F.0000.2710 - Premiums on Obligations - Premiums received on the issuance of debt.

F.0000.2770 - Unclassified Revenues - Revenues from sources for which a specific code has not been provided.

F.0000.2773 – Payment Processing Fees - Fees charged in connection with accepting on-line payments.

F.0000.2830 - Metered Water Sales - Other Funds – Sales of water to other City funds.

F.0000.3989 - State Aid, Home and Community Services - Grant proceeds from the New York State Department of Health for the Lead Service Line Replacement Program.

F.0000.4960 - Federal Aid, Disaster Assistance - Revenues derived from aid for emergency disaster assistance (American Recuse Plan Act of 2021).

F.0000.5301 – Interfund Transfers – Transfers from other funds.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** F8310  
**Function:** Administration

The Water Department administrative staff is responsible for; processing water and sewer bills for approximately 8,942 residential, commercial, and industrial accounts; 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; 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 NYSDOH, 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** F8310  
**Function:** Administration

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 43,485	\$ 45,318	\$ 47,561	\$ 48,988
120 Clerical	64,915	71,869	74,645	75,511
130 Wages	23,178	24,122	24,993	24,993
140 Temporary	-	-	-	-
150 Overtime	276	273	500	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>\$ 131,854</u>	<u>\$ 141,582</u>	<u>\$ 147,699</u>	<u>\$ 149,992</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ 20,245	\$ -	\$ -
250 Other	16,209	-	-	-
Total Equipment	<u>\$ 16,209</u>	<u>\$ 20,245</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 273	\$ 256	\$ 630	\$ 300
420 Insurance	314	453	500	375
430 Contracted Services	45,827	27,382	44,150	47,150
440 Fees Non Employees	3,130	3,890	3,420	3,420
450 Miscellaneous	15,424	15,910	19,100	19,000
455 Vehicle Expenses	981	212	875	1,150
460 Materials and Supplies	2,871	2,523	3,175	3,175
465 Equipment < \$5,000	1,574	2,081	1,750	4,200
Total Operating Expenses	<u>\$ 70,394</u>	<u>\$ 52,707</u>	<u>\$ 73,600</u>	<u>\$ 78,770</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 19,115	\$ 16,236	\$ 20,490	\$ 24,335
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,462	10,225	11,299	11,475
840 Workers' Compensation	-	-	-	-
850 Health Insurance	26,970	29,516	36,370	46,057
Total Fringe Benefits	<u>\$ 55,547</u>	<u>\$ 55,977</u>	<u>\$ 68,159</u>	<u>\$ 81,867</u>
<b>Department Total</b>	<u><u>\$ 274,004</u></u>	<u><u>\$ 270,511</u></u>	<u><u>\$ 289,458</u></u>	<u><u>\$ 310,629</u></u>

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Administration****Account Code:****F8310****Function:****Administration****FY 2024-25 Proposed Budget****Personal Services**

F.8310.0110	Salaries		
	Superintendent of Water (1 @ .45)	\$	48,988
F.8310.0120	Clerical		
	Principal Account Clerk (1 @ .50)	\$	30,025
	Senior Account Clerk Typist (1 @ .50)		25,447
	Account Clerk Typist (1 @.50)		20,039
			<u>75,511</u>
F.8310.0130	Wages		
	SCADA Technician (.40) (c )		24,993
F.8310.0150	Overtime		<u>500</u>
	Total Personal Services	\$	<u>149,992</u>

**Operating Expenses**

F.8310.0410	Utilities		
	Cell Phones	\$	300
F.8310.0420	Insurance		375
F.8310.0430	Contracted Services		
	Software Support Fees	\$	11,600
	Merchant Fees		15,000
	Debt Disclosure Filing Fees		250
	Equipment Repairs		300
	Meter Reading Service Contract		5,150
	Meter Reading Equipment Repairs		500
	Federally Mandated Training and Employee Assistance Program		700
	Unemployment Services		250
	Safety Consultant		9,600
	Employee Learning Management System		2,500
	Background Checks		400
	Equipment Maintenance Contracts		<u>900</u>
			47,150
F.8310.0440	Fees, Non Employees		
	Audit Services		3,220
	Actuarial Services		200
			<u>3,420</u>
F.8310.0450	Miscellaneous		
	Membership AWWA		1,900
	Travel and Training		1,000
	Postage for Non-compliance Events		5,000
	Postage For Billing		11,000
	Postage For Annual Report		<u>100</u>
			19,000

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** F8310  
**Function:** Administration

		<u>FY 2024-25 Proposed Budget</u>	
F.8310.0455	Vehicle Expenses		
	Fuel	300	
	Maintenance and Repairs	300	
	Insurance	<u>550</u>	1,150
F.8310.0460	Materials and Supplies		
	Printed Forms, Bills	2,500	
	Labor Law Posters	75	
	Office Supplies	<u>600</u>	3,175
F.8310.0465	Equipment < \$5,000		
	Computer (a)	1,700	
	Folding Machine	<u>2,500</u>	<u>4,200</u>
	Total Operating Expenses		<u>\$ 78,770</u>
<b>Fringe Benefits</b>			
F.8310.0810	New York State Employees' Retirement System	\$	24,335
F.8310.0830	Social Security		11,475
F.8310.0850	Health Insurance		<u>46,057</u>
	Total Fringe Benefits	\$	<u>81,867</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>310,629</u></u>

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Source of Supply, Power and Pumping  
**Account Code:** F8320  
**Function:** Water Operations

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	90,000	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 90,000</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 771,713	\$ 890,276	\$ 752,200	\$ 787,700
420 Insurance	13,237	10,322	11,350	5,125
430 Contracted Services	129,490	129,791	31,700	59,300
440 Fees Non Employees	25	450	425	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	2,084	1,631	2,500	-
460 Materials and Supplies	10,945	13,021	28,000	28,300
465 Equipment < \$5,000	5,379	5,188	23,000	45,000
Total Operating Expenses	<u>\$ 932,873</u>	<u>\$ 1,050,679</u>	<u>\$ 849,175</u>	<u>\$ 925,425</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Department Total</b>	<u><u>\$ 932,873</u></u>	<u><u>\$ 1,050,679</u></u>	<u><u>\$ 939,175</u></u>	<u><u>\$ 925,425</u></u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Source of Supply, Power and Pumping**

**Account Code:**

**F8320**

**Function:**

**Water Operations**

**FY 2024-25 Proposed Budget**

**Operating Expenses**

F.8320.0410	Utilities		
	Electric	781,000	
	Natural Gas	5,500	
	Phone	200	
	Water and Sewer (Town of Pamela)	1,000	\$ 787,700
F.8320.0420	Insurance		5,125
F.8320.0430	Contracted Services		
	Maintenance Contracts Generators	2,800	
	Pump Repairs	5,000	
	Electric Repairs and Service	3,000	
	Boiler Repairs, Maintenance and Service	5,000	
	Miscellaneous Repairs and Services	5,000	
	Fence Repairs	2,500	
	Leak Location Services	10,000	
	Switch Gear Inspection and Cleaning	25,000	
	Hoist Inspection	1,000	59,300
F.8320.0460	Materials and Supplies		
	Grease and Oil	1,800	
	Fuel Oil, Generator	2,500	
	Diesel for Dredge	2,500	
	Dredge Equipment Parts	2,500	
	Soda Ash System Maintenance Parts	4,000	
	Electrical Equipment Parts and Repairs	5,000	
	Mechanical Equipment Parts and Repairs	5,000	
	Pipes, Fittings and Valves	5,000	28,300
F.8320.0465	Equipment < \$5,000		
	Process Controllers	1,500	
	Thompson Park Pump Rebuild Parts	20,000	
	Chemical Metering Pumps (2)	10,000	
	Instrumentation Gauges and Check Valves	2,000	
	SCADA Equipment	2,000	
	Pump Control Valve Seal Kits	4,500	
	Sump Pump	3,000	
	Security Cameras	2,000	45,000
	Total Operating Expenses		\$ 925,425
	<b>TOTAL BUDGET</b>		<b>\$ 925,425</b>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Purification  
**Account Code:** F8330  
**Function:** Water Operations

Description: The City's 15 MGD Water Plant purified and delivered more than 2.54 billion gallons of high quality potable water last year. An average of 6.96 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, Hounsfield, Pamela, Leray, Champion, and personnel at Fort Drum. The plant is staffed with a Chief Operator, five WTP operators, three 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. At full staffing, all but one staff member is 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.

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Purification**

**Account Code: F8330**

**Function: Water Operations**

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 68,496	\$ 82,164	\$ 86,568	\$ 90,450
120 Clerical	-	-	-	-
130 Wages	571,166	556,717	662,358	676,513
140 Temporary	1,157	4,997	26,000	-
150 Overtime	22,846	32,504	30,000	30,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	7,454	7,861	11,400	7,100
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 671,119</u>	<u>\$ 684,243</u>	<u>\$ 816,326</u>	<u>\$ 804,063</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	8,975	20,300	127,400
Total Equipment	<u>\$ -</u>	<u>\$ 8,975</u>	<u>\$ 20,300</u>	<u>\$ 127,400</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 422,797	\$ 424,916	\$ 381,600	\$ 442,250
420 Insurance	7,689	6,758	7,450	17,800
430 Contracted Services	30,413	37,409	89,030	87,630
440 Fees Non Employees	2,842	3,056	4,100	4,100
450 Miscellaneous	10,445	16,996	15,500	15,500
455 Vehicle Expenses	12,830	11,145	21,900	21,175
460 Materials and Supplies	533,793	699,188	958,300	1,043,000
465 Equipment < \$5,000	12,894	18,828	69,000	84,200
Total Operating Expenses	<u>\$ 1,033,703</u>	<u>\$ 1,218,296</u>	<u>\$ 1,546,880</u>	<u>\$ 1,715,655</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 76,474	\$ 66,425	\$ 91,078	\$ 106,693
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	49,501	50,648	62,447	61,511
840 Workers' Compensation	(82)	(59,501)	5,000	5,000
850 Health Insurance	85,074	86,108	116,872	139,880
Total Fringe Benefits	<u>\$ 210,967</u>	<u>\$ 143,680</u>	<u>\$ 275,397</u>	<u>\$ 313,084</u>
<b>Department Total</b>	<u><u>\$ 1,915,789</u></u>	<u><u>\$ 2,055,194</u></u>	<u><u>\$ 2,658,903</u></u>	<u><u>\$ 2,960,202</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Purification  
**Account Code:** F8330  
**Function:** Water Operations

**FY 2024-25 Proposed Budget**

**Personal Services**

F.8330.0110	Salaries		
	Chief Water Treatment Plant Operator	\$	90,450
F.8330.0130	Wages		
	Water Treatment Plant Maint. Supervisor	\$	66,429
	Laboratory Technician		65,755
	Water Treatment Plant Maintenance Mechanic (2)		109,918
	Building Maintenance Worker		45,932
	Water Treatment Plant Operator III, II, I (8) (a)	<u>388,479</u>	676,513
F.8330.0150	Overtime		30,000
F.8330.0175	Health Insurance Buyout		<u>7,100</u>
	Total Personal Services	<u>\$</u>	<u>804,063</u>

**Equipment**

F.8330.0250	Other Equipment		
	Fluoride Analyzer	\$	15,000
	Chlorine Hoist		40,000
	Online Turbidimeter and Controller		7,400
	Laboratory Water Purification System		7,500
	Media Blasting Cabinet		6,500
	Valve Exercise Machine		45,000
	Confined Space Retrieval Winch	<u>6,000</u>	<u>127,400</u>
		<u>\$</u>	<u>127,400</u>

**Operating Expenses**

F.8330.0410	Utilities		
	Sewer Charges	\$	430,000
	Natural Gas		9,500
	Telephone	<u>2,750</u>	\$ 442,250
F.8330.0420	Insurance		17,800
F.8330.0430	Contracted Services		
	AC Boiler Repair and Maintenance	3,000	
	Human-Machine Interface (HMI) / Supervisory Control and Data Acquisition (SCADA) Maintenance Fee	4,500	
	Bulkfill Cloud Maintenance Fee	600	
	Maintenance of Instruments Fee	830	
	Electric Repair and Maintenance	2,500	
	Equipment Repairs	5,000	
	Analytical Testing	18,400	
	Hazardous Material Disposal	2,000	

(a) The City is looking to add the titles of Water Treatment Operator III and Water Treatment Plant Operator II to be similar to the waste water plant title structure.

**City of Watertown**

**Fiscal Year: FY 2024-25**  
**Department: Purification**  
**Account Code: F8330**  
**Function: Water Operations**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
F.8330.0430	Contracted Services continued		
	Hoist Inspection	1,200	
	Equipment Rental	1,000	
	Reduced Pressure Zone Valve Inspection	3,000	
	Pressure Reducing Valve Repair	2,000	
	Cartegraph Software Licences and Support	13,100	
	Unregulated Contaminant Monitoring Rule (UCMR 5) Sampling	4,000	
	Sludge Pit Maintenance	25,000	
	Inspection of Fire/Intrusion Alarms	<u>1,500</u>	87,630
F.8330.0440	Fees, Non Employee		
	Haz-Mat License Fee	375	
	Tier II Registration	25	
	Occupational Tests	3,000	
	Lab Accreditation Fee	<u>700</u>	4,100
F.8330.0450	Miscellaneous		
	Operation Credit Courses	5,000	
	Pesticide Training	1,500	
	Travel and Training, C.E.D	3,000	
	Reference Materials and Texts	1,000	
	Safety Training and Equipment	3,000	
	Miscellaneous	<u>2,000</u>	15,500
F.8330.0455	Vehicle Expenses		
	Maintenance and Repairs	5,000	
	Fuel	10,000	
	Insurance	<u>6,175</u>	21,175
F.8330.0460	Materials and Supplies		
	Process Chemicals	985,000	
	Boots, Helmets, Goggles	3,000	
	Materials and Supplies	45,000	
	Mechanical Parts and Repair	5,000	
	Electrical Parts and Repair	<u>5,000</u>	1,043,000
F.8330.0465	Equipment < \$5,000		
	Computers (2)	3,400	
	Electrical Equipment	5,000	
	Mechanical Equipment	5,000	
	Raw Water Sampling Equipment	1,000	
	Chlorine Equipment	5,000	
	HVAC Equipment	5,000	
	SCADA Equipment	3,000	
	Data Base Server	5,000	

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Purification**

**Account Code:**

**F8330**

**Function:**

**Water Operations**

**FY 2024-25 Proposed Budget**

F.8330.0465	Equipment < \$5,000 continued		
	Chemical Metering Parts	5,000	
	Dehumidifier Parts	5,000	
	Chemical Tank Level Transducer(s)	5,000	
	Security Cameras	2,500	
	Exterior Lighting	3,500	
	Process Controllers	3,000	
	Sump Pump	5,000	
	Pump Control Panel(s)	5,000	
	Chlorine Analyzer	3,800	
	Arc Flash Protective Gear	2,500	
	Process Controllers	3,000	
	Confined Space Air Quality Monitor	4,500	
	First Aid Bleed Control Kit	1,000	
	AED	3,000	84,200
	Total Operating Expenses		<u>\$ 1,715,655</u>
<b>Fringe Benefits</b>			
F.8330.0810	New York State Employees' Retirement System	\$	106,693
F.8330.0830	Social Security		61,511
F.8330.0840	Workers' Compensation		5,000
F.8330.0850	Health Insurance		<u>139,880</u>
	Total Fringe Benefits	\$	<u>313,084</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>2,960,202</u></u>

F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Flouride Analyzer -

\$15,000

The current analyzer is at the end of its service life and requires replacment.



F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Chlorine Cylinder Hoist - \$40,000

The Water Treatment Plant is proposing to replace the chlorine cylinder hoist. The hoist is used to ferry one ton chlorine containers into their racks during deliveries and container changes.



F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Finished Water Online Turbidimeter with Controller -

\$7,400

The current online finished water turbidimeter and controller is no longer supported by the manufacturer and needs to be replaced.



F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Laboratory Water Purification System

\$7,500

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The filter system removes minerals and organics to produce laboratory grade water used in make-up of bacterial media and as blank standard for daily water analysis.



F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Media Blaster \$6,500

A media blaster is a useful tool for removing surface rust and other debris from almost any material. These powerful blast machines can prepare surfaces for reassembly and painting.



F8330 – Purification

Fiscal Year 2024-25  
Vehicles and Equipment

Confined Space Retrieval Winch

\$6,000

The equipment will upgrade the current apparatus and allow for ease of use.



F8330 – Puification

Fiscal Year 2024-25  
Vehicles and Equipment

Valve Exercise Machine \$45,000

The Water Treatment Plant is proposing to acquire a valve exercise machine to facilitate the valve exercise program of the 44 valves at the main plant and the outlying buildings. The valve exercise machine uses operator programmed torque settings and open/shut sequence that minimize valve damage.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**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", 1049 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 (5M and 3M capacity), 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. A Senior 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 (7), backhoes (2), bobcat and dump trucks (2) used in providing these services.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Transmission and Distribution  
**Account Code:** F8340  
**Function:** Water Operations

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 76,792	\$ 72,050	\$ 75,401	\$ 79,709
120 Clerical	-	-	-	-
130 Wages	514,769	494,646	592,106	594,913
140 Temporary	4,781	22,330	22,500	22,200
150 Overtime	26,092	30,459	35,000	36,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	5,946	7,079	7,100	4,300
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 628,380</u>	<u>\$ 626,564</u>	<u>\$ 732,107</u>	<u>\$ 737,622</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ 37,523	\$ -	\$ 65,000	\$ 70,000
250 Other	20,838	889,903	36,000	23,000
Total Equipment	<u>\$ 58,361</u>	<u>\$ 889,903</u>	<u>\$ 101,000</u>	<u>\$ 93,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 35,817	\$ 42,052	\$ 35,800	\$ 36,800
420 Insurance	4,518	5,967	6,575	7,350
430 Contracted Services	47,885	39,457	26,100	53,550
440 Fees Non Employees	4,025	1,834	2,900	3,150
450 Miscellaneous	2,747	4,032	8,400	8,600
455 Vehicle Expenses	53,614	53,535	73,225	76,600
460 Materials and Supplies	142,829	158,149	96,700	98,000
465 Equipment < \$5,000	8,320	32,146	137,450	83,550
Total Operating Expenses	<u>\$ 299,755</u>	<u>\$ 337,172</u>	<u>\$ 387,150</u>	<u>\$ 367,600</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 85,182	\$ 70,921	\$ 92,242	\$ 107,007
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	46,191	46,116	56,005	56,427
840 Workers' Compensation	1,218	480	15,000	15,000
850 Health Insurance	88,713	94,039	157,272	197,194
Total Fringe Benefits	<u>\$ 221,304</u>	<u>\$ 211,556</u>	<u>\$ 320,519</u>	<u>\$ 375,628</u>
<b>Department Total</b>	<u><u>\$ 1,207,800</u></u>	<u><u>\$ 2,065,195</u></u>	<u><u>\$ 1,540,776</u></u>	<u><u>\$ 1,573,850</u></u>

**City of Watertown****Fiscal Year:****FY 2024-25****Department:****Transmission and Distribution****Account Code:****F8340****Function:****Water Operations****FY 2024-25 Proposed Budget****Personal Services**

F.8340.0110	Salaries		
	Supervisor Water Distribution System	\$	79,709
F.8340.0130	Wages		
	Water Distribution Systems Operator	\$	64,422
	Crew Chief (2)		105,939
	Senior Engineering Technician		47,312
	Water Meter Service Mechanic (2 @ .50)		52,478
	Stock Attendant		45,932
	Motor Equipment Operator (3)		125,466
	Water Maintenance Mechanic (3)		117,876
	Municipal Worker (1)		35,488
			<u>594,913</u>
F.8340.0140	Temporary		22,200
F.8340.0150	Overtime		36,500
F.8340.0175	Health Insurance Buy-out		4,300
	Total Personal Services	\$	<u>737,622</u>

**Equipment**

F.8340.0230	Vehicles		
	Valve Truck (2-7)	\$	70,000
F.8340.0250	Other Equipment		
	Water Meter Test Bench (a)		23,000
	Total Equipment	\$	<u>93,000</u>

**Operating Expenses**

F.8340.0410	Utilities		
	Natural Gas	\$	5,800
	Electric		26,000
	Telephone		5,000
			<u>36,800</u>
F.8340.0420	Insurance		7,350
F.8340.0430	Contracted Services		
	Equipment Repair and Maintenance		1,600
	Equipment Rental		2,000
	Copier Maintenance Contract		750
	Neptune 360 for Meter Service (a)		6,000
	Facility Maintenance		6,000
	Insertion Valve Installations (5)		20,000
	CAD Maintenance Annual Fee		1,100
	WaterCad Select Service Fee		2,200
	Cartegraph Software Maintenance		13,000

(a) Cost is split between F.8340.0250 and G.8120.0250

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Transmission and Distribution**

**Account Code:**

**F8340**

**Function:**

**Water Operations**

		<u><b>FY 2024-25 Proposed Budget</b></u>	
F.8340.0430	Contracted Services continued:		
	Annual Crane Hoist Inspection	600	
	Radio Repairs	300	
		<hr/>	53,550
F.8340.0440	Fees, Non Employee		
	Random Drug Testing for CDLs	650	
	Annual Hearing Tests	2,100	
	Physicals	400	
		<hr/>	3,150
F.8340.0450	Miscellaneous		
	Travel and Training	3,200	
	In-house Training Expenses	500	
	Commercial Driver License (CDL) Training	4,000	
	PESH Training	400	
	AWWA Dues and Manuals	500	
		<hr/>	8,600
F.8340.0455	Vehicle Expenses		
	Fuel and Fluids	46,400	
	Maintenance and Repairs	17,000	
	Insurance	13,200	
		<hr/>	76,600
F.8340.0460	Materials and Supplies		
	Stationary Stores	550	
	Safety Items	2,200	
	Protective Clothing	2,200	
	Cleaning and Mechanical Supplies	2,200	
	Maintenance Supplies	4,350	
	Hand Tools	1,650	
	Redi-mix Concrete	2,200	
	Top Soil	2,700	
	Top Soil -Lead Service Line Replacement Program	750	
	Crushed Stone	3,250	
	Crushed Stone-Lead Service Line Replacement Program	1,000	
	Black Top - Road Repair and Cold Patch	5,400	
	Black Top - Road Repair and Cold Patch - Lead Service Line Replacement Program	5,000	
	Fire Hydrant Antifreeze	550	
	Ductile Iron Pipe and Fittings	5,500	
	Gate Valves and Hydrant Valves	5,750	
	Repair Sleeves and Pipe Clamps	10,000	
	Copper Pipe	3,250	
	Copper Pipe -Lead Service Line Replacement Program	1,750	

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Transmission and Distribution  
**Account Code:** F8340  
**Function:** Water Operations

		<u><b>FY 2024-25 Proposed Budget</b></u>	
F.8340.0460	Materials and Supplies continued:		
	Brass Fittings	9,750	
	Copper Fittings - Lead Service Line Replacement Program	500	
	Curb Boxes, Repair Lids, Extensions	3,250	
	Curb Boxes and Stops - Lead Service Line Replacement Program	1,000	
	Valve Boxes, Covers, Risers	6,500	
	Fire Hydrant Repair Parts	11,000	
	Tapping Sleeves, Valves and Saddles	2,500	
	Facility Repair Supplies	<u>3,250</u>	98,000
F.8340.0465	Equipment < \$5,000		
	Computer (2)	3,400	
	Magnetic Locators (2)	1,750	
	2" Electric Pump	450	
	Fire Hydrants (4)	16,000	
	Work Zone Reflective Signage	1,650	
	Water Meter Dials	10,000	
	Commercial Water Meters	44,000	
	Hammer Drill / Chipping Hammer	2,300	
	Tools and Accessories	<u>4,000</u>	<u>83,550</u>
	Total Operating Expenses		<u>\$ 367,600</u>
<b>Fringe Benefits</b>			
F.8340.0810	New York State Employees' Retirement System		\$ 107,007
F.8340.0830	Social Security		56,427
F.8340.0840	Workers' Compensation		15,000
F.8340.0850	Health Insurance		<u>197,194</u>
	Total Fringe Benefits		<u>375,628</u>
	<b>TOTAL BUDGET</b>		<u><u>\$ 1,573,850</u></u>

F8340 – Transmission and Distribution

Fiscal Year 2024-25  
Vehicles and Equipment

Meter Testing Equipment \$46,000

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This request is to purchase updated meter testing equipment. The current unit has been in service since the 1980's and is past the useful life of the test bench. Verifying the accuracy of water meters means the department can accurately track all system water used at residential and commercial properties.



**City of Watertown**

**Fiscal Year:** FY 2024-25

**Department:** General

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

**Function:** Government Support

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
F.1950.0430 Taxes on Real Property	\$ 760	\$ 741	\$ 775	\$ 775
F.1990.0430 Contingency	-	-	125,000	140,000
F.9010.0800 State Retirement System Pension Liability	(207,417)	156,744	-	-
F.9040.0800 Workers' Compensation	6,898	6,726	7,000	6,000
F.9050.0800 Unemployment Claims	-	-	1,000	1,000
F.9060.0800 Health Insurance - Retirees	274,308	295,220	412,915	412,351
F.9061.0800 Other Post Employment Benefits (OPEB)	(57,244)	(139,353)	-	-
F.9065.0800 Medicare Part B - Retirees	32,438	34,952	41,000	43,000
F.9089.0800 Other Employee Benefits	320	312	375	375
F.9501.0900 Transfer to Risk Retention Fund	15,000	15,000	15,000	20,000
F.9510.0900 Transfer to General Fund	117,945	115,863	141,385	154,836
F.9950.0900 Transfer to Capital Fund	<u>43,900</u>	<u>327,575</u>	<u>325,000</u>	<u>40,000</u>
<b>Total</b>	<u>\$ 226,908</u>	<u>\$ 813,780</u>	<u>\$ 1,069,450</u>	<u>\$ 818,337</u>

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Debt Service  
**Account Code:** F9710  
**Function:** Debt Service

	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b><u>Serial Bonds</u></b>				
F.9710.0600 Serial Bond Principal	\$ 569,211	\$ 538,211	\$ 408,197	\$ 379,197
F.9710.0700 Serial Bond Interest	108,666	89,076	75,183	62,184
<b><u>Bond Anticipation Notes</u></b>				
F.9730.0600 Bond Anticipation Note Principal	-	-	128,500	122,500
F.9730.0700 Bond Anticipation Note Interest	-	428	50,000	53,000
<b>Total</b>	<u>\$ 677,877</u>	<u>\$ 627,715</u>	<u>\$ 661,880</u>	<u>\$ 616,881</u>

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

**OUTSTANDING SERIAL BONDS**

<u>DATE OF ISSUE / (INTEREST RATE)</u> <u>/ MATURITY DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
6/20/2013 (3.00 - 3.50%)      10/15/2022	\$ 30,000	\$ 3,544	\$ 33,544	\$ 90,000
6/25/2015 (2.00 - 3.125%)      6/15/2030	207,000	34,432	241,432	933,000
6/15/2017 (2.00 - 3.00%)      6/15/2027	67,500	3,010	70,510	77,500
3/29/2019 (5.00 - 3.00%)      9/1/2033	59,697	20,448	80,145	472,657
9/30/2020 (3.00 - 5.00%)      2/15/2026	15,000	750	15,750	-
<b>TOTAL</b>	<u>\$ 379,197</u>	<u>\$ 62,184</u>	<u>\$ 441,381</u>	<u>\$ 1,573,157</u>

# SEWER FUND

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**Sewer Fund Summary**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
Sewer Rents	\$ 2,662,714	\$ 2,634,489	\$ 2,821,000	\$ 2,763,000
Sewer Charges	1,407,566	1,614,850	1,485,000	1,871,306
Interest and Penalties on Sewer Rents	40,609	52,319	45,000	50,000
Sewer Rents - Outside Users	2,202,243	2,217,772	2,429,078	2,416,620
Interest and Earnings	6,423	177,202	204,000	136,488
Permit Fees	21,875	22,875	22,000	22,000
Sale of Equipment	48,945	2,750	5,000	5,000
Insurance Recoveries	12,871	-	-	-
Refund of Prior Year Expenses	16,211	734	-	-
Gifts and Donations	6,882	2,500	-	-
Unclassified Revenues	2,734	4,634	-	-
Payment Processing Fees	11,457	12,145	12,000	15,000
Interfund Revenues	474,702	501,878	536,800	507,211
Interfund Transfers	113,243	129,986	1,000	1,000
<b>Sub-Total</b>	<b>\$ 7,028,475</b>	<b>\$ 7,374,264</b>	<b>\$ 7,560,878</b>	<b>\$ 7,787,625</b>
Appropriated Fund Balance	650,968	175,352	554,778	407,358
<b>Total Revenues</b>	<b>\$ 7,679,443</b>	<b>\$ 7,549,616</b>	<b>\$ 8,115,656</b>	<b>\$ 8,194,983</b>
<hr/>				
<u>Expenditures</u>				
Administration	\$ 285,541	\$ 276,692	\$ 293,333	\$ 314,902
Sanitary Sewer	497,502	508,148	883,848	905,984
Sewage Treatment and Disposal	3,753,886	4,458,826	4,833,746	5,260,283
General	1,889,342	1,219,777	1,092,999	584,830
Debt Service	1,253,172	1,086,173	1,011,730	1,128,984
<b>Total Expenditures</b>	<b>\$ 7,679,443</b>	<b>\$ 7,549,616</b>	<b>\$ 8,115,656</b>	<b>\$ 8,194,983</b>
<hr/>				
<b>Fund Balance:</b>				
Beginning reserve and fund balances	\$ 3,967,515	\$ 3,316,547		
+ Revenues	7,028,475	7,374,264		
- Expenses	(7,679,443)	(7,549,616)		
Ending reserve and fund balances	\$ 3,316,547	\$ 3,141,195		
Fund balance reserved for encumbrances	(131,983)	(298,385)		
Fund balance appropriated to subsequent fiscal year	(510,202)	(497,619)		
Unreserved un-appropriated fund balance	<b>\$ 2,674,362</b>	<b>\$ 2,345,191</b>		

(1) Fiscal Year 2023-24 Adopted Budget represents the original budget plus any subsequent budget re-adoptions through March 31, 2024.

**City of Watertown**  
**Fiscal Year 2024-25 Proposed Budget**  
**Sewer Fund Revenue Summary**

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
G.0000.2120 Sewer Rents	\$ 2,662,714	\$ 2,634,489	\$ 2,821,000	\$ 2,763,000
G.0000.2122 Sewer Charges	1,407,566	1,614,850	1,485,000	1,871,306
G.0000.2128 Interest and Penalties on Sewer Rents	40,609	52,319	45,000	50,000
G.0000.2370 Sewer Rents - Outside Users	2,202,243	2,217,772	2,429,078	2,416,620
G.0000.2401 Interest and Earnings	6,423	177,202	204,000	136,488
G.0000.2590 Permit Fees	21,875	22,875	22,000	22,000
G.0000.2665 Sale of Equipment	48,945	2,750	5,000	5,000
G.0000.2680 Insurance Recoveries	12,871	-	-	-
G.0000.2701 Refund of Prior Year Expenses	16,211	734	-	-
G.0000.2705 Gifts and Donations	6,882	2,500	-	-
G.0000.2770 Unclassified Revenues	2,734	4,634	-	-
G.0000.2773 Payment Processing Fees	11,457	12,145	12,000	15,000
G.0000.2810 Interfund Revenues	474,702	501,878	536,800	507,211
G.0000.5031 Interfund Transfers	113,243	129,986	1,000	1,000
<b>Sub-Total</b>	<u>7,028,475</u>	<u>7,374,264</u>	<u>7,560,878</u>	<u>7,787,625</u>
Appropriated Fund Balance	<u>650,968</u>	<u>175,352</u>	<u>554,778</u>	<u>407,358</u>
<b>Total Revenues</b>	<u>\$ 7,679,443</u>	<u>\$ 7,549,616</u>	<u>\$ 8,115,656</u>	<u>\$ 8,194,983</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sewer Fund  
**Account Code:** Revenue  
**Function:** Revenue Descriptions

G.0000.2120 - Sewer Rents – Fees charged to all users connected to the sewer system based on water consumption.

G.0000.2122 - Sewer Charges - Fees charged for accepting tanker hauled sludge and leachate originating from outside of the City limits.

G.0000.2128 - Interest and Penalties on Sewer Rents - Charges of 10% penalties for late sewer payments.

G.0000.2370 – 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.

G.0000.2401 - Interest Earnings – Earnings derived from the investment of sewer funds through certificates of deposit, savings accounts and the purchase of government securities.

G.0000.2590 - Permit Fees - Fees charged for the issuance of permits to outside haulers.

G.0000.2665 – Sale of Equipment – Sales of equipment.

G.0000.2675 – Gain on Bond Refundings – Gain on issuance of new debt to call existing debt that are not amortized over the remaining life of the bonds.

G.0000.2680 - Insurance Recoveries – Reimbursements from insurance companies for damages to property, equipment and vehicles.

G.0000.2701 - Refund of Prior Year Expenses – Refunds for expenditures that were paid for in a prior year.

G.0000.2705 - Gifts and Donations - Gifts and donations received by the City.

G.0000.2710 - Premium on Obligations - Premiums received on the issuance of debt.

G.0000.2770 - Unclassified Revenues - Revenues from sources for which a specific code has not been provided.

G.0000.2773 – Payment Processing Fees - Fees charged in connection with accepting on-line payments.

G.0000.2810 – Interfund Revenues – Reimbursements from other funds for sewer use.

G.0000.5031- Interfund Transfers – Transfers from other funds.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** G8110  
**Function:** Administration

The Water Department administrative staff is responsible for; processing water and sewer bills for approximately 8,942 residential, commercial, and industrial accounts; 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; 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 NYSDOH, 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** G8110  
**Function:** Administration

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 43,624	\$ 45,318	\$ 47,561	\$ 48,988
120 Clerical	64,991	71,869	74,645	75,511
130 Wages	23,178	24,122	24,993	24,993
140 Temporary	-	-	-	-
150 Overtime	131	199	500	375
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>\$ 131,924</u>	<u>\$ 141,508</u>	<u>\$ 147,699</u>	<u>\$ 149,867</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ 20,245	\$ -	\$ -
250 Other	2,834	-	-	-
Total Equipment	<u>\$ 2,834</u>	<u>\$ 20,245</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 273	\$ 256	\$ 630	\$ 630
420 Insurance	314	328	375	375
430 Contracted Services	74,976	38,028	54,275	57,275
440 Fees Non Employees	3,130	3,890	3,420	3,420
450 Miscellaneous	12,198	13,132	13,000	13,000
455 Vehicle Expenses	1,455	697	875	1,150
460 Materials and Supplies	2,886	2,514	3,150	3,150
465 Equipment < \$5,000	-	132	1,750	4,200
Total Operating Expenses	<u>\$ 95,232</u>	<u>\$ 58,977</u>	<u>\$ 77,475</u>	<u>\$ 83,200</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 19,115	\$ 16,227	\$ 20,490	\$ 24,312
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,466	10,219	11,299	11,466
840 Workers' Compensation	-	-	-	-
850 Health Insurance	26,970	29,516	36,370	46,057
Total Fringe Benefits	<u>\$ 55,551</u>	<u>\$ 55,962</u>	<u>\$ 68,159</u>	<u>\$ 81,835</u>
<b>Department Total</b>	<u>\$ 285,541</u>	<u>\$ 276,692</u>	<u>\$ 293,333</u>	<u>\$ 314,902</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** G8110  
**Function:** Administration

**FY 2024-25 Proposed Budget****Personal Services**

G.8110.0110	Salaries		
	Superintendent of Water (1 @ .45)	\$	48,988
G.8110.0120	Clerical		
	Principal Account Clerk (1 @ .50)	\$	30,025
	Senior Account Clerk Typist (1 @ .50)		25,447
	Account Clerk Typist (1 @ .50)		20,039
			<u>75,511</u>
G.8110.0130	Wages		
	SCADA Technician (1 @ .40)		24,993
G.8110.0150	Overtime		<u>375</u>
	Total Personal Services	\$	<u>149,867</u>

**Operating Expenses**

G.8110.0410	Utilities		
	Telephone	\$	630
G.8110.0420	Insurance		375
G.8110.0430	Contracted Services		
	Software Support Fees	\$	9,500
	Equipment Repairs		300
	Meter Reading Equipment Repairs		500
	Meter Reading Service Contract		5,150
	Merchant Fees		15,000
	Debt Disclosure Filing Fees		975
	Federally Mandated Training and Employee Assistance Program		600
	Unemployment Services		200
	Safety Consultant		12,000
	Background Checks		150
	Office Rent		9,500
	Employee Learning Management System		2,500
	Equipment Maintenance Contracts		<u>900</u>
			57,275
G.8110.0440	Fees, Non Employee		
	Audit Services		3,220
	Actuarial Services		200
			<u>3,420</u>
G.8110.0450	Miscellaneous		
	Travel and Traiing		2,000
	Postage		<u>11,000</u>
			13,000
G.8110.0455	Vehicle Expenses		
	Fuel		300
	Maintenance and Repairs		300
	Insurance		<u>550</u>
			1,150

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Administration  
**Account Code:** G8110  
**Function:** Administration

		<u>FY 2024-25 Proposed Budget</u>	
G.8110.0460	Materials and Supplies		
	Printed Forms, Bills (a)	2,500	
	Labor Law Posters	50	
	Office Supplies (a)	<u>600</u>	3,150
G.8110.0465	Equipment < \$5,000		
	Computer (a)	1,700	
	Folding Machine (a)	<u>2,500</u>	<u>4,200</u>
	Total Operating Expenses		<u>\$ 83,200</u>
<b>Fringe Benefits</b>			
G.8110.0810	New York State Employees' Retirement System	\$	24,312
G.8110.0830	Social Security		11,466
G.8110.0850	Health Insurance		<u>46,057</u>
	Total Fringe Benefits	\$	<u>81,835</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>314,902</u></u>

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations

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 2,347 sewer manholes. This department is led by a Street and Sewer Maintenance Supervisor who is also responsible for the Storm Sewer's A8140 Account, one Working Crew Chief, six Equipment Operators / Municipal Workers and two Water Meter Service Mechanics. In 2023, the DPW Sewer Crew responded to 1,755 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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 35,137	\$ 38,678	\$ 40,006	\$ 41,206
120 Clerical	-	-	-	-
130 Wages	165,574	169,796	237,366	248,370
140 Temporary	-	298	-	-
150 Overtime	8,075	6,721	7,000	7,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	1,831	1,831	1,876	2,881
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 210,617</u>	<u>\$ 217,324</u>	<u>\$ 286,248</u>	<u>\$ 299,457</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ -	\$ 65,000	\$ 40,000
250 Other	-	-	-	23,000
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 65,000</u>	<u>\$ 63,000</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 11,670	\$ 12,190	\$ 10,275	\$ 10,650
420 Insurance	-	3,248	3,600	9,600
430 Contracted Services	27,782	21,166	36,213	44,650
440 Fees Non Employees	1,846	2,129	735	1,000
450 Miscellaneous	2,132	7,743	3,900	16,600
455 Vehicle Expenses	68,206	95,710	61,500	73,150
460 Materials and Supplies	79,083	44,623	108,550	157,500
465 Equipment < \$5,000	2,279	16,980	131,050	70,150
Total Operating Expenses	<u>\$ 192,998</u>	<u>\$ 203,789</u>	<u>\$ 355,823</u>	<u>\$ 383,300</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 31,039	\$ 24,894	\$ 32,369	\$ 40,717
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	15,197	15,698	21,897	22,908
840 Workers' Compensation	(929)	2,226	40,000	35,000
850 Health Insurance	48,580	44,217	82,511	61,602
Total Fringe Benefits	<u>\$ 93,887</u>	<u>\$ 87,035</u>	<u>\$ 176,777</u>	<u>\$ 160,227</u>
<b>Department Total</b>	<u>\$ 497,502</u>	<u>\$ 508,148</u>	<u>\$ 883,848</u>	<u>\$ 905,984</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations

**FY 2024-25 Proposed Budget**

**Personal Services**

G.8120.0110	Salaries		
	Sewer Maintenance Supervisor (1 @ .50)	\$	41,206
G.8120.0130	Wages		
	Crew Chief (1 @ .67)	\$	32,143
	Water Meter Service Mechanic (2 @.50)		52,478
	Motor Equipment Operator (Light) / Municipal Worker I (6 @ .67)		<u>163,749</u>
			248,370
G.8120.0150	Overtime		7,000
G.8120.0175	Health Insurance Buyout		<u>2,881</u>
	Total Personal Services	\$	<u>299,457</u>

**Equipment**

G.8120.0230	Vehicles		
	Pickup Truck with Utility Box (1-090) (a)	\$	40,000
G.8120.0250	Other Equipment		
	Water Meter Test Bench (b)		<u>23,000</u>
	Total Equipment	\$	<u>63,000</u>

**Operating Expenses**

G.8120.0410	Utilities		
	Electric - Lift Stations	\$	5,125
	Electric - City Billed		5,000
	Tablet Aircards		425
	Cellular Phone		<u>100</u>
		\$	10,650
G.8120.0420	Insurance		9,600
G.8120.0430	Contracted Services		
	GPS Tracking (4)		750
	Recertify Safety Equipment		2,500
	Radio Repairs		500
	Neptune 360 for Meter Service (a)		6,000
	Chemical Root Control		7,000
	Material Disposal		4,000
	Ventis Mx4 Multi-Gas Monitor Repairs		2,500
	Camera Software Maintenance		900
	Cartegraph Software Maintenance		7,500
	Camera Equipment Repair (small camera)		2,500
	Camera Equipment Repair (large camera)		3,000
	Pipeline Assessment Certification Training		5,000
	Small Equipment Repair		<u>2,500</u>
			44,650

(a) Cost is split between A.8140.0230 and G.8120.0230

(b) Cost is split between F.8340.0250 and G.8120.0250

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations

		<u><b>FY 2024-25 Proposed Budget</b></u>	
G.8120.0440	Fees, Non Employee		
	Employment Related Testing		1,000
G.8120.0450	Miscellaneous		
	Commercial Driver License (CDL) Training	12,000	
	Employee Safety Training	1,500	
	DEC Permits	1,500	
	Postage and Shipping	600	
	CSX (4) Pipeline Sewer Easements	<u>1,000</u>	16,600
G.8120.0455	Vehicle Expenses		
	Maintenance and Repairs	23,000	
	Combination Sewer Cleaner (1-71) Service	6,000	
	Preventive Maintenance	3,000	
	Tires	4,000	
	Fuel	28,000	
	Insurance	<u>9,150</u>	73,150
G.8120.0460	Materials and Supplies		
	Safety Apparel, Uniforms and Shoes	2,500	
	Manholes	7,000	
	Manhole Frames and Covers	25,000	
	Manhole Grade Ring Materials	6,000	
	Radio Batteries	500	
	Piping and Pipe Fittings	30,000	
	Crusher Run and Related Materials	15,000	
	Asphalt Road Patching Products	16,000	
	Sewer Camera Accessories (a)	5,000	
	Sewer Camera Supplies (a)	2,000	
	Sewer Vac Hose, 500 LF (a)	2,500	
	Replacement Sewer Cleaning Tools	2,000	
	Residential Lateral Repair Program	32,000	
	Work Zone Safety Devices	5,000	
	Tools for Pickup Truck with Utility Box (1-09)	4,000	
	Miscellaneous Supplies	<u>3,000</u>	157,500

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sanitary Sewers  
**Account Code:** G8120  
**Function:** Sewer Operations

		<u>FY 2024-25 Proposed Budget</u>	
G.8120.0465	Equipment < \$5,000		
	Plate Compactor (23") for Pickup Truck with Utility Box (1-090)	3,000	
	Demo Saw for Pickup Truck with Utility Box (1-090)	2,000	
	Cordless Power Tool Kit for Pickup Truck with Utility Box (1-090)	1,650	
	Pipe Laser (a)	3,000	
	Sewer Jet Cleaning Heads (a)	2,500	
	Water Meter Dials	10,000	
	Commercial Water Meters	44,000	
	Shoring Components Replacement (a)	4,000	<u>70,150</u>
<b>Fringe Benefits</b>	Total Operating Expenses		<u>\$ 383,300</u>
G.8120.0810	New York State Employees' Retirement System	\$	40,717
G.8120.0830	Social Security		22,908
G.8120.0840	Workers' Compensation		35,000
G.8120.0850	Health Insurance		<u>61,602</u>
	Total Fringe Benefits	\$	<u>160,227</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>905,984</u></u>

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

G8120 – Sanitary Sewers

Fiscal Year 2024-25  
Vehicles and Equipment

Service Pickup Truck Replacement (1-090) - \$80,000

Vehicle 1-90 is a 2004 Ford F350 one ton, two-wheel drive, dual wheel truck equipped with an eleven foot service body and lift gate. This truck is used daily by the sewer account to transport crew members and equipment to job sites. The vehicle is sized to tow various trailer drawn equipment including excavators, skid steer units and shoring boxes. The current vehicle has extensive motor issues. This truck will be replaced by a like unit. It will be purchased from the NY SOGS or other municipal procurement contract. The existing unit will be disposed of through an on-line surplus vehicle auction.

The cost of the truck is split between the General Fund and Sewer Fund.



G8120 – Sanitary Sewer

Fiscal Year 2024-25  
Vehicles and Equipment

Meter Testing Equipment \$46,000

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This request is to purchase updated meter testing equipment. The current unit has been in service since the 1980's and is past the useful life of the test bench. Verifying the accuracy of water meters means the department can accurately track all system water used at residential and commercial properties.



**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sewage Treatment and Disposal  
**Account Code:** G8130  
**Function:** Sewer Operations

Description: The William T. Field Memorial Pollution Control Plant is a regional 16.0 MGD secondary wastewater treatment and sludge disposal facility serving the Greater Watertown Area with an estimated service population of 65,000. The Plant also operates a NYS Department of Health accredited laboratory. During CY 2023 the facility treated an average 11.5 MGD. The facility operates 24 hours per day, 7 days per week, and is to be staffed with 19 City employees currently, there is 18 employees (11 of which are certified by the NYS Department of Environmental Conservation).

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sewage Treatment and Disposal  
**Account Code:** G8130  
**Function:** Sewer Operations

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 89,691	\$ 71,175	\$ 73,324	\$ 77,495
120 Clerical	-	-	-	-
130 Wages	747,889	816,315	942,275	920,498
140 Temporary	15,416	14,350	22,000	24,000
150 Overtime	49,284	73,411	50,000	55,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	1,500	3,000
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 902,280</u>	<u>\$ 975,251</u>	<u>\$ 1,089,099</u>	<u>\$ 1,079,993</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ 69,962	\$ -	\$ -
250 Other	85,765	102,930	436,000	719,200
Total Equipment	<u>\$ 85,765</u>	<u>\$ 172,892</u>	<u>\$ 436,000</u>	<u>\$ 719,200</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 1,355,121	\$ 1,352,263	\$ 1,129,000	\$ 1,148,000
420 Insurance	89,293	67,091	74,000	91,450
430 Contracted Services	342,517	526,082	463,320	580,350
440 Fees Non Employees	21,022	20,752	20,000	20,500
450 Miscellaneous	15,186	30,538	54,400	59,000
455 Vehicle Expenses	22,375	27,419	39,700	39,425
460 Materials and Supplies	500,981	600,589	895,000	857,900
465 Equipment < \$5,000	72,725	42,978	86,400	100,400
Total Operating Expenses	<u>\$ 2,419,220</u>	<u>\$ 2,667,712</u>	<u>\$ 2,761,820</u>	<u>\$ 2,897,025</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 110,294	\$ 92,945	\$ 120,750	\$ 136,727
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	65,804	71,330	83,315	82,618
840 Workers' Compensation	13,789	304,086	100,000	85,000
850 Health Insurance	156,734	174,610	242,762	259,720
Total Fringe Benefits	<u>\$ 346,621</u>	<u>\$ 642,971</u>	<u>\$ 546,827</u>	<u>\$ 564,065</u>
<b>Department Total</b>	<u>\$ 3,753,886</u>	<u>\$ 4,458,826</u>	<u>\$ 4,833,746</u>	<u>\$ 5,260,283</u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Sewage Treatment and Disposal**

**Account Code:**

**G8130**

**Function:**

**Sewer Operations**

**FY 2024-25 Proposed Budget**

**Personnal Services**

G.8130.0110	Salaries		
	Chief WWTP Operator	\$	77,495
G.8130.0130	Wages		
	WWTP Operations and Maintenance Supervisor	\$	78,201
	WWTP Lab. Technician		60,273
	Industrial Pretreatment Laboratory Technician		62,483
	WWTP Process Worker III		66,455
	WWTP Process Worker II (2)		109,332
	WWTP Process Worker I (6)		294,225
	WWTP Process Worker Trainee (4)		175,425
	Facilities Maintenance Worker / Municipal Worker I (2)		74,104
			<u>920,498</u>
G.8130.0140	Temporary		
	General Plant		12,000
	Internship		12,000
			<u>24,000</u>
G.8130.0150	Overtime		55,000
G.8130.0175	Health Insurance Buyout		3,000
	Total Personal Services	\$	<u>1,079,993</u>

**Equipment**

G.8130.0250	Other Equipment > \$5,000		
	Hypochlorite Pump	\$	13,000
	Bisulfite Pump		10,000
	Composite Sampler		9,200
	Portable Piston Pump		44,000
	Final Settling Tank B Rehabilitation		30,000
	Final Settling Tank A Blower		40,000
	Final Settling Tank B Blower		40,000
	Aeration Tank Blower		55,000
	Final A Sludge Pump Rebuild		20,000
	Primary Tank Walkway Replacement		35,000
	Weather Station		13,000
	Spectrometer		10,000
	Lift Station Flow Monitoring and Control System Upgrades (5)		200,000
	Lift Station Generators (3)		200,000
			<u>719,200</u>
	Total Equipment	\$	<u>719,200</u>

**City of Watertown**

**Fiscal Year:**

**FY 2024-25**

**Department:**

**Sewage Treatment and Disposal**

**Account Code:**

**G8130**

**Function:**

**Sewer Operations**

**FY 2024-25 Proposed Budget**

**Operating Expenses**

G.8130.0410	Utilities		
	Water	\$	172,000
	Electric		954,000
	Natural Gas		16,000
	Telephone		6,000
			\$ 1,148,000
G.8130.0420	Insurance		91,450
G.8130.0430	Contracted Services		
	Uniform Rental		10,000
	Human-Machine Interface (HMI) / Supervisory Control and Data Acquisition (SCADA) Maintenance Fee		4,800
	Contract Lab		63,300
	Biogas Sampling		7,000
	Telog (CSO comms)		2,100
	Hach Lab Calibration		8,500
	Bid Advertising		300
	Core Climate		3,000
	HVAC/Backflow/Gas Regulator		2,000
	Welding Machine Shop Service		25,000
	Shipping		3,000
	Cartegraph Software Maintenance		6,000
	Factory Repair Service Electrical/Mechanical		20,000
	Biosolid Land Application Disposal		236,000
	Crane Inspection		2,500
	Meter Calibration		1,250
	Gas Engines Contract Maintenance		36,200
	Grinders Contract Maintenance		6,500
	Generator Contract Maintenance		8,500
	Electrical Maintenance Contract		18,000
	Boiler Maintenance Contract		12,000
	Scales/Weights Calibration		2,000
	Occupational Medicine		2,000
	Chemical Tank Inspection Service		8,400
	Trickling Filter Pump Rebuild (2)		90,000
	Maintenance Contract Copier		2,000
			580,350
G.8130.0440	Fees, Non Employee		
	Employee Physicals		3,000
	Permit Fees		17,500
			20,500
G.8130.0450	Miscellaneous		
	Travel and Training		25,000

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Sewage Treatment and Disposal  
**Account Code:** G8130  
**Function:** Sewer Operations

		<u><b>FY 2024-25 Proposed Budget</b></u>	
G.8130.0450	Miscellaneous continued:		
	Membership Dues	3,000	
	Safety	23,000	
	Books and Periodicals	5,000	
	Commercial Driver License (CDL) Training	<u>3,000</u>	59,000
G.8130.0455	Vehicle Expenses		
	Maintenance and Repairs	10,000	
	Gas	8,500	
	Central Garage	12,000	
	Insurance	<u>8,925</u>	39,425
G.8130.0460	Materials and Supplies		
	Process Chemicals	600,000	
	Filter Press Clothes	30,000	
	Electrical Supplies	9,400	
	Mechanical and Control Supplies	114,500	
	Piping for Small Boiler	29,000	
	Siloxane Media Replacement	20,000	
	Grease and Oil	500	
	Office Supplies	3,500	
	Cleaning Supplies	7,000	
	Miscellaneous Supplies	5,000	
	Fuel	5,000	
	Laboratory Supplies	28,000	
	Building and Grounds Supplies	<u>6,000</u>	857,900
G.8130.0465	Equipment < \$5,000		
	Computers (3)	5,100	
	Tools	8,000	
	Database Server	5,000	
	Equipment-Mech/Elect/Ctr/B&G	10,000	
	Repair Parts - Mech/Elect/Ctr	28,000	
	Analyzers (4)	20,000	
	PLC Upgrades (4)	10,500	
	Lab Equipment	<u>13,800</u>	100,400
	Total Operating Expenses		<u>\$ 2,897,025</u>
<b>Fringe Benefits</b>			
G.8130.0810	New York State Retirement		\$ 136,727
G.8130.0830	Social Security		82,618
G.8130.0840	Workers' Compensation		85,000
G.8130.0850	Health Insurance		<u>259,720</u>
	Total Fringe Benefits		<u>\$ 564,065</u>
<b>TOTAL BUDGET</b>			<u><u>\$ 5,260,283</u></u>

G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Portable Piston Pump

\$44,000

The digesters are cleaned approximately every three years. In March-April 2021 the number two digester was cleaned. Approximately forty-thousand dollars was spent on an outside hauler to clean out the thicker material. The pumps installed are unable to move the material nearing the point the digester is empty. A new portable piston pump would allow movement of the pump between the digester buildings and allow us to clean our digester with little help from outside sources.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Peristaltic Pump (Sodium Hypochlorite) -

\$13,000

Disinfection of effluent from the pollution control facility is mandatory from April 1 to October 31. The existing Sodium Hypochlorite pumps, which are between 5 and 9 years old, have been regularly maintained. This additional pump will serve as a backup to guarantee adherence to permit regulations if necessary.



Peristaltic Pump (Sodium Bisulfite) -

\$10,000

While disinfecting, the pollution control facility must undergo de-chlorination. The current Sodium Bisulfite pumps, ranging from 5 to 9 years old, have been properly maintained. This extra pump will act as a contingency to ensure compliance with permit regulations if the need arises.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Composite Sampler -

\$9,200

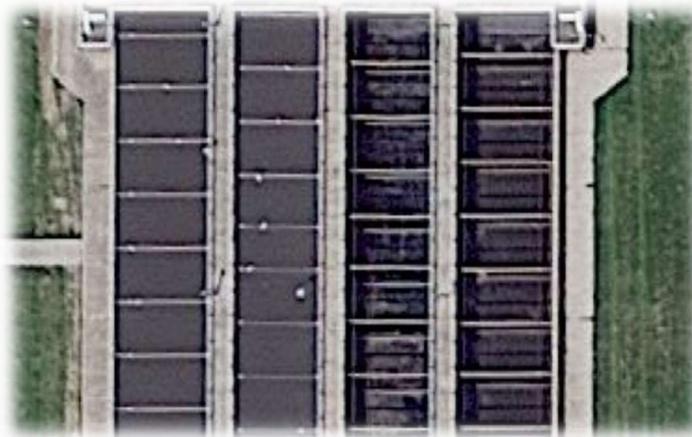
The Pollution Control Facility must gather composite samples from five specific locations during the treatment process. The existing samplers have undergone multiple repairs and modifications to meet compliance standards. Currently, a few of the samplers utilize a small commercial refrigerator for refrigeration purposes. This new sampler will replace one of the modified units.



Final Settling Tank B Rehabilitation

\$30,000

Final settling tank B was rehab in 2013, this included replacing/repairing chain and sprockets. During this repair chain was flipped to extend the life of the plastic chain. The chain has reached the end of useful life and is in dire need of replacement.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Final Settling Tank A Blower

\$40,000

Final A Blower was rebuilt in 2019 and has shown indication of mechanical failure. The blower mixes chemicals to ensure phosphorus removal for permit compliance.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Aeration Tank Blower

\$55,000

Aeration blower supplies mixing and dissolved oxygen for the biological treatment in the aeration tank. This blower was repaired in 2018 and has failed. A new blower needed to ensure permit compliance.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Primary Tank Walkway Replacement

\$35,000

The last couple years the primary tank walkway has developed a large crack and is no longer safe to traverse. The walkway is being held together with ratchet straps with portable scaffolding. If this walkway was to fall into the tank it could cause catastrophic damage to the interior of the tank.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Weather Station

\$13,000

This proposal replaces the existing Davis weather station with a modern station. The existing station is at least 15 years old and has begun to exhibit reliability issues. The facility is required to track several weather-related data points. The proposed station will use professional-grade hardware and will better integrate with SCADA and OT data systems.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Spectrophotometer

\$10,000

Total Phosphorus is a mandatory laboratory test required by the DEC. The current method utilizes a spectrophotometer and the current one is over 30 years old and is overdue for replacement. This new analytical testing method will save approximately 30-40 man hours per month.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Lift Station Flow Monitoring, Pump Control and Communications Upgrade (5) \$200,000

Installing of these 5 units will standardize the remaining lift stations. The new flow monitoring will give accurate volumes being pumped through the lift station and allow remote operation of station.



G8130 – Sewage Treatment and Disposal

Fiscal Year 2024-25  
Vehicles and Equipment

Emergency Generators at Lift Stations (3)

\$200,000

The emergency generators would be installed with an emergency transfer to minimize the amount of sewage back up in the event of a loss of National Grid power.



**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: General**

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

**Function: Government Support**

<b>Budget Summary</b>	<b>FY 2021-22 Actual</b>	<b>FY 2022-23 Actual</b>	<b>FY 2023-24 Adopted Budget</b>	<b>FY 2024-25 Proposed Budget</b>
G.1990.0430 Contingency	\$ -	\$ -	\$ 55,000	\$ 115,000
G.9010.0800 State Retirement System Pension Liability	(190,294)	168,205	-	-
G.9040.0800 Workers' Compensation	6,717	6,543	6,000	5,400
G.9050.0800 Unemployment Claims	-	-	1,000	1,000
G.9060.0800 Health Insurance - Retirees	175,563	206,491	207,756	245,458
G9061 Other Post Employment Benefits (OPEB)	(277,379)	(387,238)	-	-
G.9065.0800 Medicare Part B - Retirees	19,699	22,970	22,000	28,000
G.9089.0800 Employee Benefits - Other	154	126	200	200
G.9501.0900 Transfer to Risk Retention Fund	15,000	15,000	15,000	20,000
G.9510.0900 Transfer to General Fund	-	-	51,043	54,772
G.9950.0900 Transfer to Capital	<u>2,139,882</u>	<u>1,187,680</u>	<u>735,000</u>	<u>115,000</u>
<b>Total</b>	<u>\$ 1,889,342</u>	<u>\$ 1,219,777</u>	<u>\$ 1,092,999</u>	<u>\$ 584,830</u>

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

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Debt Service  
**Account Code:** G9710  
**Function:** Debt Service

<u>Budget Summary</u>	<u>FY 2021-22 Actual</u>	<u>FY 2022-23 Actual</u>	<u>FY 2023-24 Adopted Budget</u>	<u>FY 2024-25 Proposed Budget</u>
<b>Serial Bonds</b>				
G.9710.0600 Serial Bond Principal	\$ 948,727	\$ 941,727	\$ 883,727	\$ 886,530
G.9710.0700 Serial Bond Interest	165,445	144,446	128,003	109,954
<b><u>Bond Anticipation Notes</u></b>				
G.9730.0600 Bond Anticipation Note Principal	139,000	-	-	92,500
G.9730.0700 Bond Anticipation Note Interest	-	-	-	40,000
<b>Total Budget</b>	<u>\$ 1,253,172</u>	<u>\$ 1,086,173</u>	<u>\$ 1,011,730</u>	<u>\$ 1,128,984</u>

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

**OUTSTANDING SERIAL BONDS**

<u>DATE OF ISSUE / (INTEREST RATE) / MATURITY DATE</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
4/10/2014 B (2.00 - 3.25%) 4/1/2029	\$ 370,000	\$ 61,338	\$ 431,338	\$ 1,590,000
6/25/2015 (2.00 - 3.125%) 6/15/2030	136,500	25,547	162,047	709,500
6/15/2017 (2.00 - 3.00%) 6/15/2032	50,000	10,313	60,313	350,000
3/29/2019 (5.00 - 3.00%) 9/1/2033	36,247	12,506	48,753	289,976
9/30/2020 (3.00 - 5.00%) 2/15/2026	5,000	250	5,250	-
EFC 2021 serial bond (interest free) 1/22/2046	288,783	-	288,783	6,068,580
<b>TOTAL</b>	<u>\$ 886,530</u>	<u>\$ 109,954</u>	<u>\$ 996,484</u>	<u>\$ 9,008,056</u>

# LIBRARY FUND

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Library  
**Account Code:** L7410  
**Function:** Library

The Roswell P. Flower Memorial Library serves Watertown and surrounding communities as a center for reading, culture, and research. The Library is a vibrant institution, committed to promoting a well-rounded and informed citizenry. As a premier historical and community asset, the Library offers educational and recreational opportunities for all ages.

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.

**City of Watertown  
Fiscal Year 2024-25 Proposed Budget  
Library Fund Summary**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<b><u>Revenues</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
Fines	\$ 3,167	\$ 3,532	\$ -	\$ -
Sale of Equipment	920	-	-	-
Gifts and Donations	-	289	-	-
Grants	73,451	91,318	71,832	75,497
General Fund Transfer	<u>1,527,711</u>	<u>1,556,212</u>	<u>1,423,918</u>	<u>1,539,773</u>
Total Revenues	\$ 1,605,249	\$ 1,651,351	\$ 1,495,750	\$ 1,615,270
Appropriated Fund Balance	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>75,000</u>
<b>Total Revenues and Appropriated Reserves/Fund Balance</b>	<b><u>\$ 1,605,249</u></b>	<b><u>\$ 1,651,351</u></b>	<b><u>\$ 1,545,750</u></b>	<b><u>\$ 1,690,270</u></b>

**Expenditures**

Library	\$ 1,227,667	\$ 1,175,508	\$ 1,301,100	\$ 1,377,356
Contingency	-	-	15,000	35,000
Workers' Compensation	3,067	2,993	3,000	2,625
Health Insurance - Retirees	101,588	123,097	113,636	137,835
Medicare Part B - Retirees	18,940	17,607	17,000	15,100
Other Employee Benefits	168	107	175	175
Transfer to Capital Fund	90,787	77,440	-	-
Debt Service	<u>129,418</u>	<u>127,005</u>	<u>124,593</u>	<u>122,179</u>
<b>Total Expenditures</b>	<b><u>\$ 1,571,635</u></b>	<b><u>\$ 1,523,757</u></b>	<b><u>\$ 1,574,504</u></b>	<b><u>\$ 1,690,270</u></b>

**Fund Balance**

Beginning reserves and fund balance	\$ 95,443	\$ 129,057		
+ Revenues	1,605,249	1,651,351		
- Expenses	<u>(1,571,635)</u>	<u>(1,523,757)</u>		
Ending reserve and fund balances	129,057	256,651		
- Reserve for encumbrances	(8,523)	(101)		
- Fund balance appropriated to subsequent fiscal year	<u>-</u>	<u>(50,000)</u>		
Unreserved un-appropriated fund balance	<b><u>\$ 120,534</u></b>	<b><u>\$ 206,550</u></b>		

(1) Fiscal Year 2023-24 Adopted Budget represents the original budget plus any subsequent budget re-adoptions through March 31, 2024.

**City of Watertown  
Fiscal Year 2024-25 Proposed Budget  
Library Fund Revenue Summary**

<b><u>Revenues</u></b>	<b>FY 2021-22 <u>Actual</u></b>	<b>FY 2022-23 <u>Actual</u></b>	<b>FY 2023-24 <u>Adopted Budget</u></b>	<b>FY 2024-25 <u>Proposed Budget</u></b>
L.0000.2082 Fines	\$ 3,167	\$ 3,532	\$ -	\$ -
L.0000.2665 Sale of Equipment	920	-	-	-
L.0000.2705 Gifts and Donations	-	289	-	-
L.0000.2760 Grant	73,451	91,318	71,832	75,497
L.0000.5031 General Fund Transfer	<u>1,527,711</u>	<u>1,556,212</u>	<u>1,452,672</u>	<u>1,539,773</u>
Total Revenues	\$ 1,605,249	\$ 1,651,351	\$ 1,524,504	\$ 1,615,270
Appropriated Fund Balance	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>75,000</u>
<b>Total Revenues and Appropriated Reserves/Fund Balance</b>	<b><u>\$ 1,605,249</u></b>	<b><u>\$ 1,651,351</u></b>	<b><u>\$ 1,574,504</u></b>	<b><u>\$ 1,690,270</u></b>

L.0000.2082 - Fines - Fees charged for overdue and lost books.

L.0000.2665 - Sale of Equipment - Revenue received from sale of City equipment.

L.0000.2680 - Insurance Recoveries - Insurance proceeds received for damages to City property.

L.0000.2701 - Refund of Prior Year's Expenditures - Refunds received for a prior year expenditure.

L.0000.2705 - Gifts and Donations - Gifts and donations received by the City for library purposes.

L.0000.2760 - Grant - Funding received from the North Country Library System for general operations and one part-time clerk.

L.0000.5031 - General Fund Transfer - The contribution from the General Fund that is needed to fund the expenditures of the Library.

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Library**

**Account Code: L7410**

**Function: Library**

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 141,435	\$ 145,529	\$ 153,454	\$ 162,249
120 Clerical	280,259	290,254	302,758	311,098
130 Wages	237,855	202,619	255,166	263,360
140 Temporary	119	-	-	-
150 Overtime	2,727	3,742	5,000	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	4,400	5,202	9,250	8,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 666,795</u>	<u>\$ 647,346</u>	<u>\$ 725,628</u>	<u>\$ 750,207</u>
<b>Equipment</b>				
210 Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ 94,179	\$ 100,234	\$ 103,925	\$ 108,175
420 Insurance	21,020	28,610	31,500	38,000
430 Contracted Services	168,826	132,104	120,940	120,940
440 Fees Non Employees	-	-	1,000	1,000
450 Miscellaneous	3,134	5,959	3,500	3,500
455 Vehicle Expense	-	-	-	-
460 Materials and Supplies	18,671	16,119	15,625	15,625
465 Equipment < \$5,000	10,392	8,294	10,000	10,000
Total Operating Expenses	<u>\$ 316,222</u>	<u>\$ 291,320</u>	<u>\$ 286,490</u>	<u>\$ 297,240</u>
<b>Fringe Benefits</b>				
810 New York State Retirement	\$ 84,423	\$ 71,847	\$ 88,212	\$ 106,117
820 Police/Fire Retirement	-	-	-	-
830 Social Security	48,536	46,966	55,509	57,390
840 Workers' Compensation	-	-	100	100
850 Health Insurance	111,691	118,029	145,161	166,302
Total Fringe Benefits	<u>\$ 244,650</u>	<u>\$ 236,842</u>	<u>\$ 288,982</u>	<u>\$ 329,909</u>
<b>Department Total</b>	<u>\$ 1,227,667</u>	<u>\$ 1,175,508</u>	<u>\$ 1,301,100</u>	<u>\$ 1,377,356</u>

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Library**

**Account Code: L7410**

**Function: Library**

**FY 2024-25 Proposed Budget**

**Personal Services**

L.7410.0110	Salaries		
	Library Director	\$	83,669
	Librarian III		<u>78,580</u>
		\$	162,249
L.7410.0120	Clerical		
	Secretary		43,598
	Library Clerk (6)		240,844
	Library Clerk - Part-time (1 @ .70) (a)		<u>26,656</u>
			311,098
L.7410.0130	Wages		
	Librarian II		64,807
	Librarian I (2)		122,046
	Custodial and Maintenance Supervisor (1 @ .50)		31,592
	Facilities Maintenance Worker (2 @ .50)		<u>44,915</u>
			263,360
L.7410.0150	Overtime		5,000
L.7410.0175	Health Insurance Buyout		<u>8,500</u>
	Total Personal Services	\$	<u>750,207</u>

**Operating Expenses**

L.7410.0410	Utilities		
	Water and Sewer	\$	12,000
	Electric		88,250
	Telephone		2,225
	Natural Gas		<u>5,700</u>
			108,175
L.7410.0420	Insurance		38,000
L.7410.0430	Contracted Services		
	Elevator Maintenance		1,500
	Fire Alarm System		1,700
	Meraki Router, Access Points (NCLS)		465
	Joint Automation Board Fee (NCLS)		12,000
	Security Services		91,300
	Fire Extinguisher Inspection		500
	Siemens Industry		4,800
	Federally Mandated Training and Employee Assistance Program		275
	Unemployment Services		100
	Safety Consultant		1,200
	Background Checks		100
	HVAC, Fountains and Other Maintenance		<u>7,000</u>
			120,940
L.7410.0440	Miscellaneous		
	Board of Trustees Audit		1,000

(a) Part-time Clerk is contingent upon grant funding from the North Country Library System

**City of Watertown**

**Fiscal Year: FY 2024-25**

**Department: Library**

**Account Code: L7410**

**Function: Library**

**FY 2024-25 Proposed Budget**

L.7410.0450	Miscellaneous		
	Postage	1,500	
	Travel and Training	<u>2,000</u>	3,500
L.7410.0460	Materials and Supplies		
	Office and Library Supplies	6,000	
	Sidewalk Salt	2,600	
	Labor Law Posters	25	
	Maintenance Supplies	<u>7,000</u>	15,625
L.7410.0465	Equipment < \$5,000		
	Books		<u>10,000</u>
	Total Operating Expenses		<u>\$ 297,240</u>
<b>Fringe Benefits</b>			
L.7410.0810	New York State Employees' Retirement System	\$	106,117
L.7410.0830	Social Security		57,390
L.7410.0840	Workers' Compensation		100
L.7410.0850	Health Insurance		<u>166,302</u>
	Total Fringe Benefits	\$	<u>329,909</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>1,377,356</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** General  
**Account Code:** L1990, L9040, L9050, L9060, L9065, L9070, L9089, L9710, L9950  
**Function:** Government Support and Debt Service

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
L.1990.0430 Contingency	\$ -	\$ -	\$ 15,000	\$ 35,000
L.9040.0800 Workers' Compensation	3,067	2,993	3,000	2,625
L.9060.0800 Health Insurance - Retirees	101,588	123,097	113,636	137,835
L.9065.0800 Medicare Part B - Retirees	18,940	17,607	17,000	15,100
L.9089.0800 Other Employee Benefits	168	107	175	175
L.9950.0900 Transfer to Capital Fund	90,787	77,440	-	-
<b>General Expenses Total</b>	<u>\$ 214,550</u>	<u>\$ 221,244</u>	<u>\$ 148,811</u>	<u>\$ 190,735</u>

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
L.9710.0600 Serial Bond Principal	\$ 114,657	\$ 114,657	\$ 114,657	\$ 114,657
L.9710.0700 Serial Bond Interest	14,761	12,348	9,936	7,522
<b>Debt Expenses Total</b>	<u>\$ 129,418</u>	<u>\$ 127,005</u>	<u>\$ 124,593</u>	<u>\$ 122,179</u>

**OUTSTANDING SERIAL BONDS**

<u>DATE OF ISSUE / (INTEREST RATE)</u>		<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
<u>/ MATURITY DATE</u>					
6/15/2017 (2.00 - 3.00%)	6/15/2027	\$ 110,649	\$ 7,021	\$ 117,670	\$ 219,800
3/29/2019 (5.00 - 3.00%)	9/1/2033	4,008	501	4,509	8,016
<b>TOTAL</b>		<u>\$ 114,657</u>	<u>\$ 7,522</u>	<u>\$ 122,179</u>	<u>\$ 227,816</u>

# COMMUNITY DEVELOPMENT FUND

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Community Development  
**Account Code:** CD8668  
**Function:** Home and Community Services

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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Community Development  
**Account Code:** CD8668  
**Function:** Home and Community Services

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
CD.0000.4940.8605 Restore NY/Main Street	\$ 146,027	\$ -	\$ 1,850,000	\$ 1,350,000
CD.0000.4940.8611 Entitlement - 2017	8,695	-	-	-
CD.0000.4940.8612 Entitlement - 2018	111,421	40,972	-	-
CD.0000.4940.8613 Entitlement - 2019	102,484	41,419	75,000	-
CD.0000.4940.8614 Entitlement - 2020	428,108	113,037	50,000	82,000
CD.0000.4940.8615 CARES Act - 2020	527,545	179,691	10,000	25,000
CD.0000.4940.8616 Entitlement - 2021	392,190	264,978	266,500	5,000
CD.0000.4940.8617 Entitlement - 2022	-	112,700	681,000	253,360
CD.0000.4940.8618 Entitlement - 2023	-	-	617,505	624,962
CD.0000.4940.8619 Entitlement - 2024	-	-	-	615,313
<b>Total Revenues</b>	<b>\$ 1,716,470</b>	<b>\$ 752,797</b>	<b>\$ 3,550,005</b>	<b>\$ 2,955,635</b>
<b>Expenditures</b>				
CD.8668.1 Personal Services	\$ 71,430	\$ 52,673	\$ 61,156	\$ 64,408
CD.8668.4 Contractual Expenditures	1,258,716	\$ 651,659	2,922,350	2,338,350
CD.8668.8 Fringe Benefits	28,483	\$ 18,907	27,499	27,877
CD.9950.0900 Transfer to Capital Fund	357,837	\$ 29,558	539,000	525,000
<b>Total Expenditures</b>	<b>\$ 1,716,466</b>	<b>\$ 752,797</b>	<b>\$ 3,550,005</b>	<b>\$ 2,955,635</b>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Community Development  
**Account Code:** CD8668  
**Function:** Home and Community Services

<u>Budget Summary</u>	<u>FY 2021-22</u> <u>Actual</u>	<u>FY 2022-23</u> <u>Actual</u>	<u>FY 2023-24</u> <u>Adopted Budget</u>	<u>FY 2024-25</u> <u>Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 60,152	\$ 50,467	\$ 58,582	\$ 61,752
120 Clerical	3,384	1,229	1,824	1,906
130 Wages	7,460	836	-	-
140 Temporary	-	-	-	-
150 Overtime	415	141	750	750
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	19	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 71,430</u>	<u>\$ 52,673</u>	<u>\$ 61,156</u>	<u>\$ 64,408</u>
<b>Equipment</b>				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	1,254,014	651,412	2,922,350	2,338,350
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	247	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	4,702	-	-	-
465 Equipment < \$5,000	-	-	-	-
Total Operating Expenses	<u>\$ 1,258,716</u>	<u>\$ 651,659</u>	<u>\$ 2,922,350</u>	<u>\$ 2,338,350</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 10,700	\$ 6,046	\$ 8,548	\$ 10,342
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	5,462	4,029	7,467	4,927
840 Workers' Compensation	-	-	-	-
850 Health Insurance	12,321	8,832	11,484	12,608
Total Fringe Benefits	<u>\$ 28,483</u>	<u>\$ 18,907</u>	<u>\$ 27,499</u>	<u>\$ 27,877</u>
<b>Department Total</b>	<u>\$ 1,358,629</u>	<u>\$ 723,239</u>	<u>\$ 3,011,005</u>	<u>\$ 2,430,635</u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Community Development  
**Account Code:** CD  
**Function:** Home and Community Services

**FY 2024-25 Proposed Budget**

**Personal Services**

CD.8668.0110	Salaries		
	Planning and Community Development		
	Director (1 @ .20)	\$	18,582
	Senior Planner (1 @ .20)		19,142
	Planner (3 @ .10)		<u>24,028</u>
		\$	61,752
CD.8668.0120	Clerical		
	Secretary (1 @ .10)		1,906
CD.8668.0150	Overtime		<u>750</u>
	Total Personal Services	\$	<u>64,408</u>

**Operating Expenses**

CD.8668.0430	Contracted Services		
	Restore NY - 75-79 Public Square Project	\$	1,350,000
	Black River Trail Extension Design		26,350
	ADA Ramps		237,000
	Tree Plantings		15,000
	Demolition Project - 531 Bradley Street		65,000
	Food Pantries		33,000
	Fair Housing Education		5,000
	Homeless Assistance		25,000
	Smoke Detector Program		5,000
	Housing Programs		<u>577,000</u>
	Total Operating Expenses	\$	<u>2,338,350</u>

**Fringe Benefits**

CD.8668.0810	New York State Employees' Retirement System	\$	10,342
CD.8668.0830	Social Security		4,927
CD.8668.0850	Health Insurance		<u>12,608</u>
	Total Fringe Benefits	\$	<u>27,877</u>
	<b>TOTAL OPERATING BUDGET</b>	\$	<u><u>2,430,635</u></u>

CD.9950.0900	Transfer to Capital Fund		
	Burlington Street Reconstruction (Streets and Sidewalks)	\$	275,000
	Huntington Street Water Main Replacement		<u>250,000</u>
	<b>TOTAL BUDGET</b>	\$	<u><u>525,000</u></u>

# TOURISM FUND

**City of Watertown**  
**Fiscal Year: FY 2024-25**  
**Department: Tourism Fund**  
**Account Code: CT**  
**Function: Culture and Recreation**

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.

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Revenues</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
CT.0000.1113 Occupancy Tax	\$ 222,961	\$ 255,306	\$ 250,000	\$ 250,000
Sub-Total	222,961	255,306	250,000	250,000
Appropriated Fund Balance	-	-	-	-
<b>Total Revenues</b>	<b>\$ 222,961</b>	<b>\$ 255,306</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b><u>Expenditures</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Adopted Budget</u></b>	<b><u>Proposed Budget</u></b>
CT.9510.0900 Transfer to General Fund	\$ 222,961	\$ 255,306	\$ 250,000	\$ 250,000
<b>Total Expenditures</b>	<b>\$ 222,961</b>	<b>\$ 255,306</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

<b><u>Fund Balance</u></b>				
Beginning reserves and fund balance	\$	-	\$	-
+ Revenues		222,961		255,306
- Expenses		(222,961)		(255,306)
Ending reserve and fund balances	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>

# RESERVE FUNDS

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Workers' Compensation Reserve Fund  
**Account Code:** CR  
**Function:** Employee Fringe Benefits

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
CR.0000.2401 Interest and Earnings	\$ 251	\$ 7,270	\$ 1,200	\$ 1,200
Sub-Total	251	7,270	1,200	1,200
Appropriated Fund Balance	-	-	-	-
<b>Total Revenues</b>	<u>\$ 251</u>	<u>\$ 7,270</u>	<u>\$ 1,200</u>	<u>\$ 1,200</u>

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
CR.9510.0900 Transfer to General Fund	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

<u>Fund Balance</u>			
Beginning reserves and fund balance	\$ 238,617	\$ 238,868	
+ Revenues	251	7,270	
- Expenses	-	-	
Ending reserve and fund balances	\$ 238,868	\$ 246,138	
- Fund balance appropriated to subsequent fiscal year	-	-	
Unreserved un-appropriated fund balance	<u>\$ 238,868</u>	<u>\$ 246,138</u>	

In accordance with New York State guidelines, the City has established this reserve fund for Workers' Compensation claims.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Risk Retention  
**Account Code:** CS  
**Function:** Self-Funded Liability

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b>Revenues</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
CS.0000.2401 Interest and Earnings	\$ 690	\$ 21,255	\$ 1,000	\$ 10,000
CS.0000.2770 Unclassified Revenues	-	171	-	-
CS.0000.5031 Interfund Transfers	<u>75,000</u>	<u>75,000</u>	<u>80,000</u>	<u>115,000</u>
Sub-Total	75,690	96,426	81,000	125,000
Appropriated Fund Balance	<u>73,511</u>	<u>9,977</u>	<u>44,000</u>	<u>-</u>
Total Revenues	<u>\$ 149,201</u>	<u>\$ 106,403</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>

	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>Proposed Budget</b>
CS.1740.0430 Administration	\$ 54,462	\$ 419	\$ 110,000	\$ 110,000
CS.1930.0430 Judgments and Claims	<u>94,739</u>	<u>105,984</u>	<u>15,000</u>	<u>15,000</u>
Total Expenditures	<u>\$ 149,201</u>	<u>\$ 106,403</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>

**Fund Balance**

Beginning reserves and fund balance	\$ 755,941	\$ 682,430
+ Revenues	75,690	96,426
- Expenses	<u>(149,201)</u>	<u>(106,403)</u>
Ending reserve and fund balances	\$ 682,430	\$ 672,453
- Fund balance appropriated to subsequent fiscal year	<u>(49,000)</u>	<u>(44,000)</u>
Unreserved un-appropriated fund balance	<u>\$ 633,430</u>	<u>\$ 628,453</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.

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Debt Service  
**Account Code:** V  
**Function:** Debt Service

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
V.0000.2401 Interest and Earnings	\$ 2	\$ -	\$ -	\$ -
V.0000.2710 Premium and Accrued Interest on Obligations	-	-	-	-
V.0000.5791 Proceeds of Advance Refundir	-	-	-	-
Sub-Total	2	-	-	-
Appropriated Fund Balance	-	-	-	-
<b>Total Revenues</b>	<u>\$ 2</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Expenditures</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
V.9510.0900 Transfer to General Fund	\$ 3,846	\$ -	\$ -	\$ -
V.9510.0900 Transfer to Capital Fund	-	-	-	-
V.9991.0430 Payment to Escrow Agent and Professionals	-	-	-	-
<b>Total Expenditures</b>	<u>\$ 3,846</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Fund Balance**

Beginning reserves and fund balance	\$ 3,844	\$ -
+ Revenues	2	-
- Expenses	(3,846)	-
Ending reserve and fund balances	\$ -	\$ -
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	<u>\$ -</u>	<u>\$ -</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:** FY 2024-25  
**Department:** Self-Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits

The City self-insures its Health Insurance benefits for its eligible active and retired employees. A third-party administrator, UMR, administers the program for a fee. To insure against catastrophic losses, the City purchases "stop-loss" insurance for losses exceeding \$195,000 (\$210,000 threshold for the first reimbursement).

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Self-Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits

	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25
<u>Revenues</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted Budget</u>	<u>Proposed Budget</u>
MS.0000.1270 Shared Service Charges (a)	\$ 7,048,627	\$ 7,507,060	\$ 9,200,051	\$ 10,441,404
MS.0000.2401 Interest and Earnings	3,371	83,056	75,000	50,000
MS.0000.2680 Insurance Recovery	45,631	9,064	200,000	-
MS.0000.2700 Medicare Part D Reimbursement	227,354	292,598	250,000	210,000
MS.0000.2701 Refund of Prior Year Expenditures	7,240	11,000	1,000	-
MS.0000.2708 Employee Contributions (a)	531,711	577,151	779,802	878,128
MS.0000.2709 Retirees' Contributions (a)	232,962	281,677	361,172	394,816
MS.0000.2771 Prescription Reimbursement	727,942	1,127,185	1,180,000	1,000,000
MS.0000.2773 Payment Processing Fees	608	863	875	1,100
Sub-Total	\$ 8,825,446	\$ 9,889,654	\$ 12,047,900	\$ 12,975,448
Appropriated Fund Balance	567,697	821,629	221,391	39,552
<b>Total Revenues and Appropriated Fund Balance</b>	<u>\$ 9,393,143</u>	<u>\$ 10,711,283</u>	<u>\$ 12,269,291</u>	<u>\$ 13,015,000</u>

**Expenditures**

MS.1710 Administration	\$ 529,675	\$ 550,404	\$ 614,408	\$ 670,000
MS 9060.0430.0020 Medical Claims	5,035,587	6,083,302	6,749,194	7,175,000
MS 9060.0430.0030 Prescriptions	3,827,881	4,077,577	4,905,689	5,170,000
<b>Total Expenditures</b>	<u>\$ 9,393,143</u>	<u>\$ 10,711,283</u>	<u>\$ 12,269,291</u>	<u>\$ 13,015,000</u>

**Fund Balance**

Beginning reserves and fund balance	\$ 3,015,543	\$ 2,447,846		
+ Revenues	8,825,446	9,889,654		
- Expenses	(9,393,143)	(10,711,283)		
Ending reserve and fund balances	\$ 2,447,846	\$ 1,626,217		
- Fund balance appropriated to subsequent fiscal year	(399,265)	(45,284)		
Unreserved un-appropriated fund balance	<u>\$ 2,048,581</u>	<u>\$ 1,580,933</u>		

(a) Fiscal Year 2024-25 monthly health insurance premiums will be:

Individual: \$ 982.35                      Family: \$ 2,200.46

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Self-Funded Health Insurance  
**Account Code:** MS1710  
**Function:** Employee Fringe Benefits

<u>Budget Summary</u>	<u>FY 2021-22 Actual</u>	<u>FY 2022-23 Actual</u>	<u>FY 2023-24 Adopted Budget</u>	<u>FY 2024-25 Proposed Budget</u>
<b>Personal Services</b>				
110 Salaries	\$ 45,684	\$ 47,686	\$ 50,474	\$ 57,589
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>\$ 45,684</u>	<u>\$ 47,686</u>	<u>\$ 50,474</u>	<u>\$ 57,589</u>
<b>Equipment</b>				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Expenses</b>				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	235,264	241,786	280,000	315,000
430 Contracted Services	223,431	234,334	248,420	259,315
440 Fees Non Employees	4,259	4,422	5,125	5,750
450 Miscellaneous	-	-	1,475	1,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	408	700	1,000
465 Equipment < \$5,000	175	169	1,500	-
Total Operating Expenses	<u>\$ 463,129</u>	<u>\$ 481,119</u>	<u>\$ 537,220</u>	<u>\$ 582,065</u>
<b>Fringe Benefits</b>				
810 NYS Employees' Retirement System	\$ 4,888	\$ 4,269	\$ 5,530	\$ 6,692
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,127	3,270	3,861	4,406
840 Workers' Compensation	-	-	-	-
850 Health Insurance	12,847	14,060	17,323	19,248
Total Fringe Benefits	<u>\$ 20,862</u>	<u>\$ 21,599</u>	<u>\$ 26,714</u>	<u>\$ 30,346</u>
<b>Department Total</b>	<u><u>\$ 529,675</u></u>	<u><u>\$ 550,404</u></u>	<u><u>\$ 614,408</u></u>	<u><u>\$ 670,000</u></u>

**City of Watertown**

**Fiscal Year:** FY 2024-25  
**Department:** Self-Funded Health Insurance  
**Account Code:** MS  
**Function:** Employee Fringe Benefits

**FY 2024-25 Proposed Budget**

**Personal Services**

MS.1710.0110	Salaries		
	Human Resources Manager (1 @ .10)	\$ 9,293	
	Benefits Administrator (1 @ .80)	<u>48,296</u>	<u>\$ 57,589</u>
	Total Personal Services		<u>\$ 57,589</u>

**Operating Expenses**

MS.1710.0420	Insurance		
	Stop Loss Insurance		\$ 315,000
MS.1710.0430	Contracted Services		
	Third-party Administration Fees	\$ 240,000	
	ProAct Clinical Optimization Program	16,000	
	Affordable Care Act Program / IRS Forms		
	Printing	<u>3,315</u>	259,315
MS.1710.0440	Fees, Non Employee		
	Attestation	2,000	
	Patient Protection and Affordable Care Act		
	Transitional Reinsurance Fee	<u>3,750</u>	5,750
MS.1710.0450	Miscellaneous		
	Training		1,000
MS.1710.0460	Materials and Supplies		
	Supplies		<u>1,000</u>
	Total Operating Expenses		<u>\$ 582,065</u>

**Fringe Benefits**

MS.1710.0810	New York State Employees' Retirement System		\$ 6,692
MS.1710.0830	Social Security		4,406
MS.1710.0850	Health Insurance		<u>19,248</u>
	Total Fringe Benefits		<u>\$ 30,346</u>

**TOTAL BUDGET** \$ 670,000

# CAPITAL PROJECTS FUND

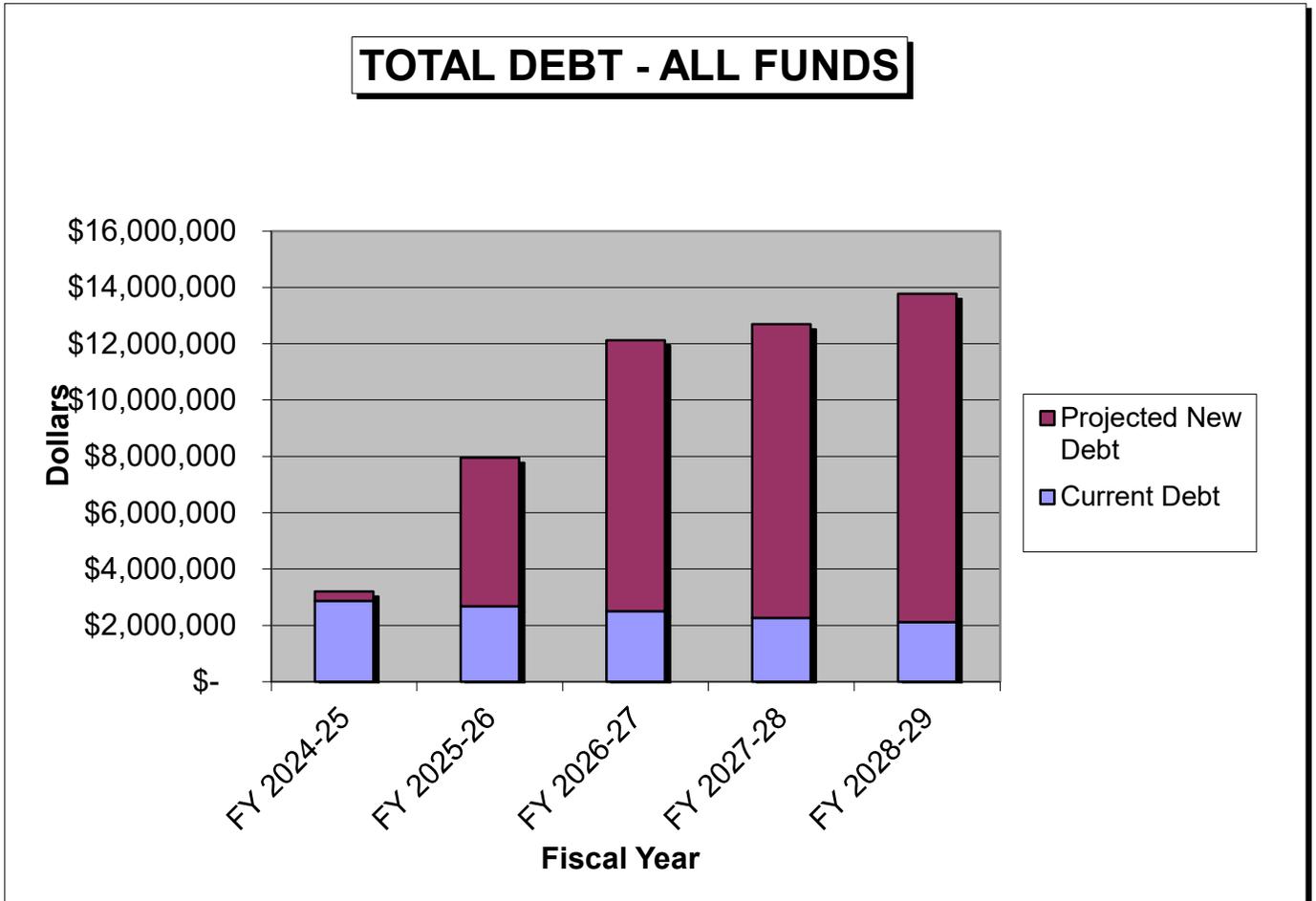
**CITY OF WATERTOWN  
FISCAL YEAR 2024-25 BUDGET  
COMPUTATION OF DEBT LIMIT  
As of July 1, 2024**

Five Year Average Full Valuation of Taxable Real Property		\$ 1,232,472,882
Debt Limit - 7% thereof		\$ 86,273,102
Inclusions:		
Outstanding Bonds	\$ 27,897,363	
Exclusions:		
Self-liquidating Debt	\$ 1,121,190	
Water Debt	1,952,354	
Sewer Debt	<u>9,894,586</u>	
	<u>\$ 12,968,130</u>	
Total Net Indebtedness		<u>\$ 14,929,233</u>
Net Debt Contracting Margin		<u><u>\$ 71,343,869</u></u>
The percent of debt contracting power exhausted is		<u>17.30%</u>

**DEBT**

**ALL FUNDS**

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Current Debt</b>	(1) \$ 2,869,053	\$ 2,672,075	\$ 2,499,180	\$ 2,270,405	\$ 2,109,837
<b>Projected New Debt</b>	<u>337,488</u>	<u>5,276,111</u>	<u>9,614,467</u>	<u>10,420,351</u>	<u>11,662,202</u>
<b>TOTAL</b>	<u>\$ 3,206,541</u>	<u>\$ 7,948,186</u>	<u>\$ 12,113,647</u>	<u>\$ 12,690,756</u>	<u>\$ 13,772,039</u>



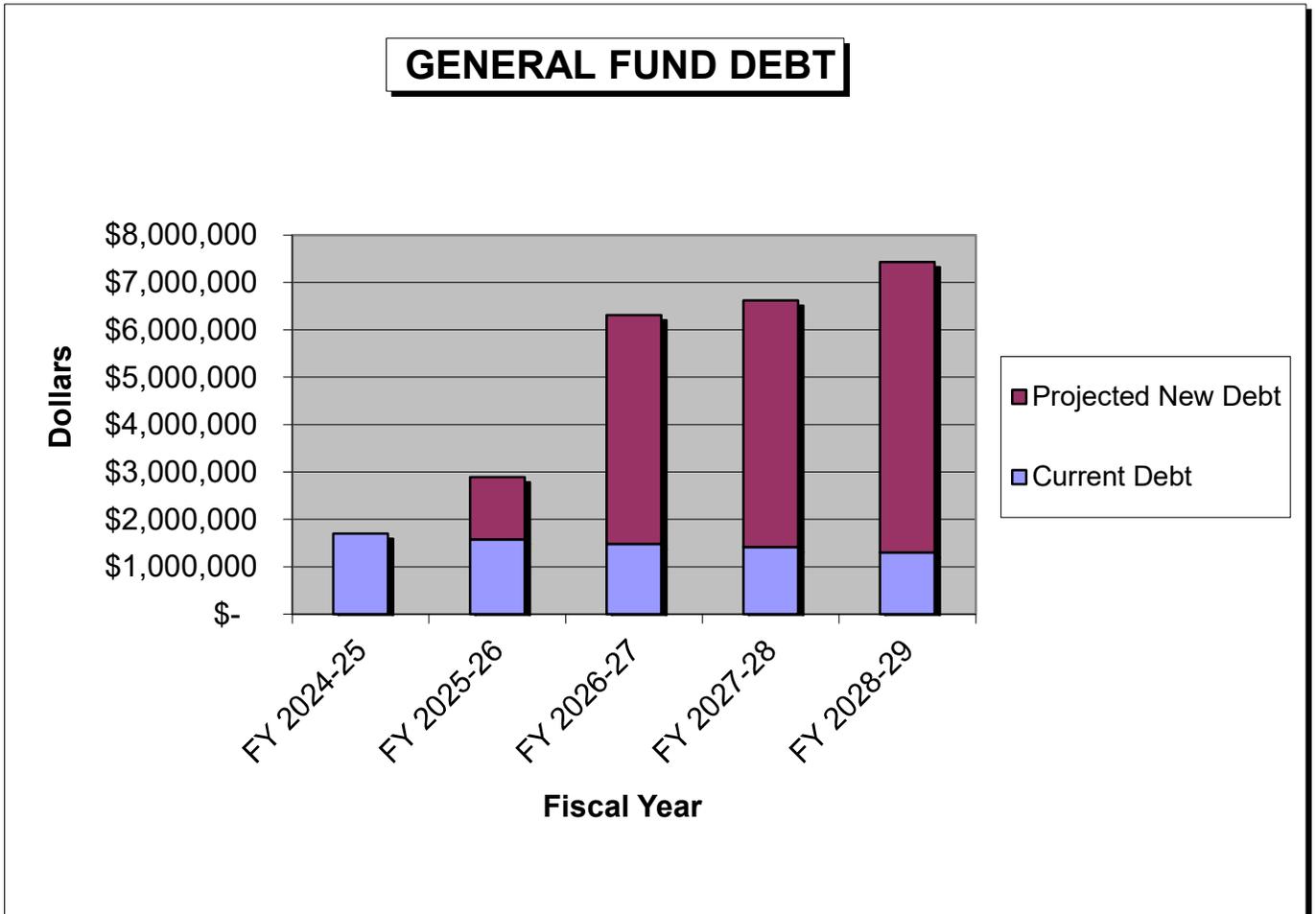
(1) Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
Hydro-electric Plant debt	\$ 373,759	\$ 357,597	\$ 176,435	\$ 168,523	\$ 161,403
Water Treatment Plant debt	\$ 58,549	\$ 1,053,407	\$ 1,037,224	\$ 1,062,966	\$ 1,055,753
Wastewater Treatment Plant debt	\$ 335,343	\$ 420,077	\$ 416,227	\$ 414,027	\$ 409,402

**DEBT**

**GENERAL FUND**

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Current Debt</b>	(1) \$ 1,702,906	\$ 1,574,837	\$ 1,479,656	\$ 1,414,084	\$ 1,297,702
<b>Projected New Debt</b>	-	1,318,967	4,828,472	5,203,067	6,129,958
<b>TOTAL</b>	<u>\$ 1,702,906</u>	<u>\$ 2,893,804</u>	<u>\$ 6,308,128</u>	<u>\$ 6,617,151</u>	<u>\$ 7,427,660</u>

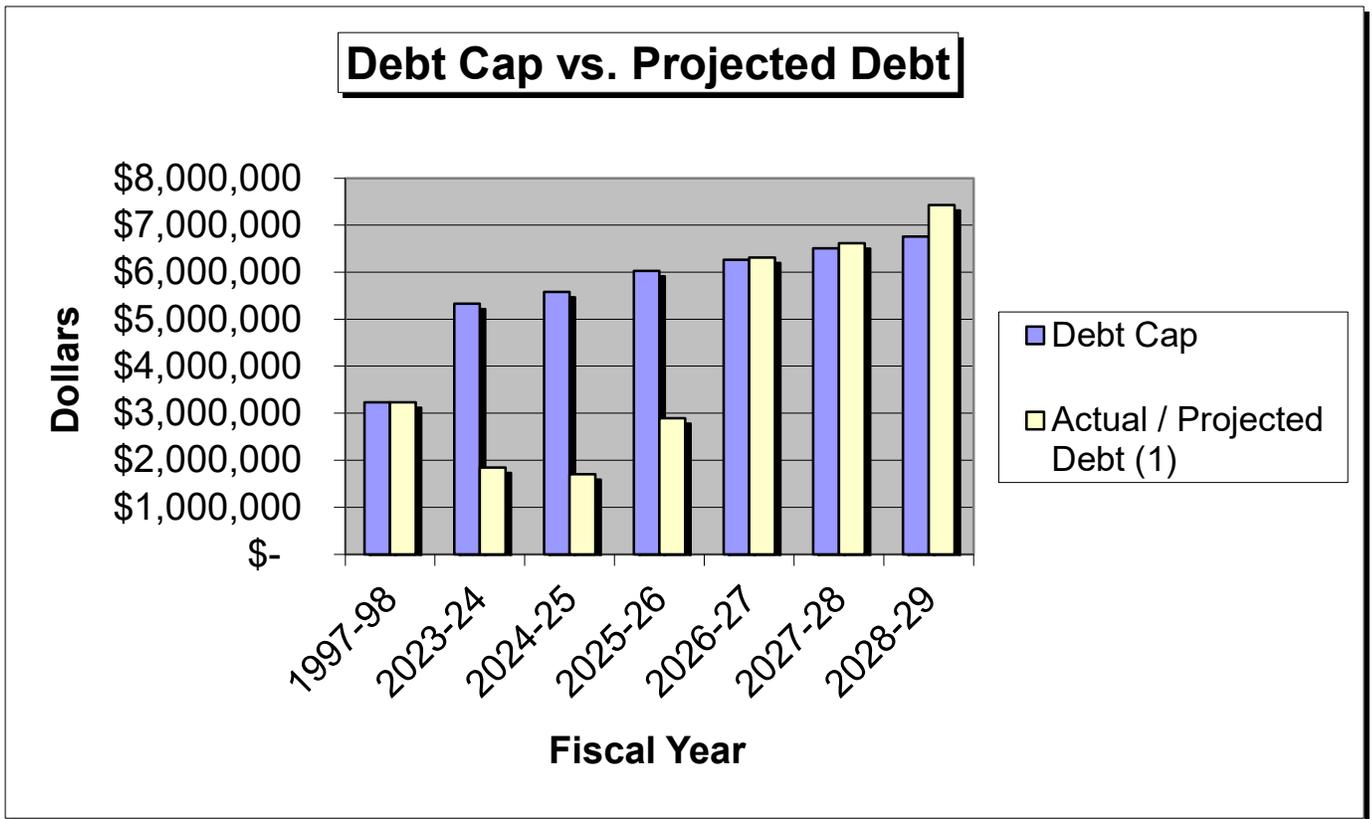


(1) Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
Hydro-electric Plant debt	\$ 373,759	\$ 357,597	\$ 176,435	\$ 168,523	\$ 161,403

**GENERAL FUND DEBT CAP**

<u>Fiscal Year</u>		<u>Actual / Projected</u>	<u>Debt (1)</u>	<u>Debt Cap</u>	<u>Debt Cap Margin</u>
1997-98	base year		\$ 3,231,475	\$ 3,231,475	N/A
2023-24	actual		\$ 1,846,614	\$ 5,330,410	\$ (3,483,796)
2024-25	actual		\$ 1,702,906	\$ 5,580,834	\$ (3,877,928)
2025-26	projected		\$ 2,893,804	\$ 6,027,453	\$ (3,133,649)
2026-27	projected		\$ 6,308,128	\$ 6,261,523	\$ 46,604
2027-28	projected		\$ 6,617,151	\$ 6,504,684	\$ 112,467
2028-29	projected		\$ 7,427,660	\$ 6,757,288	\$ 670,372



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 represents 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 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
Hydro-electric Plant debt	\$ 373,759	\$ 357,597	\$ 176,435	\$ 168,523	\$ 161,403

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30 - FY 2033/34	FY 2034/35 - FY 2038/39	FY 2039/40 - FY 2043/44	FY 2044/45 - FY 2048/49	TOTAL
<b>GENERAL FUND - Existing Debt Service</b>										
Hydro-electric Facility Improvements (non-taxable)	\$ 181,500	\$ 173,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 354,750
Breen Avenue reconstruction	52,500	-	-	-	-	-	-	-	-	52,500
Clinton Street reconstruction	50,316	48,882	47,363	45,788	-	-	-	-	-	192,349
Arena rehabilitation	643,997	647,038	644,547	645,183	646,776	3,160,667	3,072,175	615,825	-	10,076,208
Factory Street reconstruction	144,965	141,760	138,458	135,052	131,520	127,857	-	-	-	819,612
Fire Pumper Truck	55,707	54,637	-	-	-	-	-	-	-	110,344
City Hall boiler	18,222	17,873	-	-	-	-	-	-	-	36,095
Sidewalks -District #10	5,691	5,584	5,470	-	-	-	-	-	-	16,745
Sidewalks - District #11	5,851	5,741	5,624	-	-	-	-	-	-	17,216
Thompson Park playground	35,633	34,964	34,253	-	-	-	-	-	-	104,850
Flower Avenue East reconstruction	149,258	143,692	138,123	131,590	126,843	456,895	-	-	-	1,146,401
Massey Street Fire Station HVAC	41,388	39,627	37,866	36,105	-	-	-	-	-	154,986
Hydro-electric Facility Improvements	192,259	184,347	176,435	168,523	161,403	-	-	-	-	882,967
Western Boulevard Extension Construction	40,221	38,757	37,296	35,834	34,518	158,144	-	-	-	344,770
Sidewalk District #12	5,103	4,893	4,683	4,473	4,284	-	-	-	-	23,436
Thompson Park North Down Drive Retaining Wall	28,305	27,140	25,975	24,810	23,761	-	-	-	-	129,991
Thompson Park pool and bathhouse	156,800	155,850	154,650	154,200	142,450	124,950	-	-	-	888,900
Mill St Bridge reconstruction (north span)	22,050	-	-	-	-	-	-	-	-	22,050
Pearl St Bridge reconstruction (north span)	42,500	42,900	42,200	41,450	41,650	36,750	-	-	-	247,450
Sidewalk Special Assessment District #13	10,400	10,000	9,600	9,200	8,800	8,400	-	-	-	56,400
DPW Storm sewer - sewer cleaner/vac truck (1-71) (split 50% wG8120)	38,850	-	-	-	-	-	-	-	-	38,850
Fire Ladder Truck	155,150	155,500	153,550	150,400	137,100	261,150	-	-	-	1,012,850
<b>GENERAL FUND - Existing Debt Service</b>	<b>\$ 2,076,666</b>	<b>\$ 1,932,435</b>	<b>\$ 1,656,093</b>	<b>\$ 1,582,608</b>	<b>\$ 1,459,105</b>	<b>\$ 4,334,813</b>	<b>\$ 3,072,175</b>	<b>\$ 615,825</b>	<b>\$ -</b>	<b>\$ 16,729,720</b>

**GENERAL FUND - Projected Debt Service**

Fire - Engine 4 (8-4) replacement	-	105,975	103,228	100,480	97,733	447,450	81,248	-	-	936,114
Municipal Building - City Court rehab	-	244,000	238,400	232,800	227,200	1,052,000	912,000	165,600	-	3,072,000
Municipal Building - City Hall Renovation	-	315,167	307,933	300,700	293,467	1,358,833	1,178,000	213,900	-	3,968,000
Fire - Engine 5 replacement (8-1)	-	149,850	145,965	142,080	138,195	632,700	114,885	-	-	1,323,675
Burlington St - sidewalk	-	20,333	19,867	19,400	18,933	87,667	76,000	13,800	-	256,000
Burlington St - storm sewer	-	7,625	7,450	7,275	7,100	32,875	28,500	5,175	-	96,000
Burlington St - street	-	60,492	59,103	57,715	56,327	260,808	226,100	41,055	-	761,600
Flower Ave W / Washington St Combined Sewer Separation Design/Phase I/Phase II	-	35,583	34,767	33,950	33,133	153,417	133,000	24,150	-	448,000
DPW Refuse & Recycling - Side loader vehicle (1-006)	-	40,500	39,450	38,400	37,350	171,000	31,050	-	-	357,750
DPW Refuse & Recycling - Side loader vehicle (1-008)	-	40,500	39,450	38,400	37,350	171,000	31,050	-	-	357,750
Fire - Rescue replacement (8-17)	-	57,375	55,888	54,400	52,913	242,250	43,988	-	-	506,814
Maintenance of Bridges - Pearl Street South Span Abutment Stabilization	-	97,200	94,680	92,160	89,640	410,400	347,400	61,920	-	1,193,400
Flower Ave W / Washington St Combined Sewer Separation Design/Phase I/Phase II	-	42,700	41,720	40,740	39,760	184,100	159,600	28,980	-	537,600
DPW Facility Construction (design)	-	101,667	99,333	97,000	94,667	438,333	380,000	69,000	-	1,280,000
Fire - Storage building	-	-	67,500	65,750	64,000	293,750	105,250	-	-	596,250
Golf Course - Clubhouse Renovations	-	-	33,750	32,875	32,000	146,875	52,625	-	-	298,125
Municipal Building - Windows and door replacements	-	-	164,025	159,773	155,520	713,813	255,758	-	-	1,448,889
Municipal Building - Insulation and skin	-	-	245,700	239,330	232,960	1,069,250	383,110	-	-	2,170,350
Municipal Building - Goodale St parking lot construction	-	-	27,000	26,300	25,600	117,500	42,100	-	-	238,500
DPW Refuse and Recycling - Recycling Truck (1-005)	-	-	70,500	68,400	66,300	126,300	-	-	-	331,500
DPW Refuse and Recycling - Recycling Truck (1-004)	-	-	70,500	68,400	66,300	126,300	-	-	-	331,500
Maintenance of Bridges - Pearl Street South Span Joint replacement, polymer overlay	-	-	113,400	110,460	107,520	493,500	176,820	-	-	1,001,700
Flower Ave W / Washington St Combined Sewer Separation Phase II	-	-	183,000	178,800	174,600	810,000	705,000	252,600	-	2,304,000
Paddock Street storm sewer - Dimmick St to Sherman St	-	-	73,200	71,520	69,840	324,000	282,000	101,040	-	921,600
Pawling St - Hungerford St to Dead End - sidewalk	-	-	10,980	10,728	10,476	48,600	42,300	15,156	-	138,240
Pawling Street - Storm and Sanitary Sewer Outlet to Gotham Street	-	-	24,400	23,840	23,280	108,000	94,000	33,680	-	307,200
Pawling St - Hungerford St to Dead End - street	-	-	35,583	34,767	33,950	157,500	137,083	49,117	-	448,000
Newell St - Engine St to Arch St - sidewalk	-	-	24,400	23,840	23,280	108,000	94,000	33,680	-	307,200
Newell St - Engine St to Arch St - storm sewer	-	-	48,800	47,680	46,560	216,000	188,000	67,360	-	614,400
Newell St - Engine St to Arch St - street	-	-	99,633	97,347	95,060	441,000	383,833	137,527	-	1,254,400
Leray Street - Main St W to City Limit - sidewalk	-	-	22,367	21,853	21,340	99,000	86,167	30,873	-	281,600
Leray Street - Main St W to City Limit - storm sewer	-	-	122,000	119,200	116,400	540,000	470,000	168,400	-	1,536,000
Leray Street - Main St W to City Limit - street	-	-	274,500	268,200	261,900	1,215,000	1,057,500	378,900	-	3,456,000

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30 - FY 2033/34	FY 2034/35 - FY 2038/39	FY 2039/40 - FY 2043/44	FY 2044/45 - FY 2048/49	TOTAL
Brownfield Redevelopment - Van Duzee Street Site Remediation	-	-	-	50,625	49,313	226,875	120,375	-	-	447,188
DPW Facility Construction	-	-	-	1,830,000	1,788,000	8,310,000	7,260,000	3,852,000	-	23,040,000
Golf Course - Cart Storage Facility	-	-	-	47,250	46,025	211,750	112,350	-	-	417,375
Maintenance of Bridges - Cayuga Avenue Bridge Replacement	-	-	-	73,200	71,520	332,400	290,400	154,080	-	921,600
Public Square - sidewalk	-	-	-	67,500	65,750	302,500	160,500	-	-	596,250
Howk St - Coffeen St to Newell St - sidewalk	-	-	-	9,150	8,940	41,550	36,300	19,260	-	115,200
Howk St - Coffeen St to Newell St - storm sewer	-	-	-	10,980	10,728	49,860	43,560	23,112	-	138,240
Howk St - Coffeen St to Newell St - street	-	-	-	27,958	27,317	126,958	110,917	58,850	-	352,000
Arsenal St - Massey St to Public Square	-	-	-	122,000	119,200	554,000	484,000	256,800	-	1,536,000
Bronson Street (800 - 900 blocks) - sidewalk	-	-	-	11,692	11,423	53,092	46,383	24,610	-	147,200
Bronson Street (800 - 900 blocks) storm sewer	-	-	-	46,767	45,693	212,367	185,533	98,440	-	588,800
Bronson Street (800 - 900 blocks) street	-	-	-	23,383	22,847	106,183	92,767	49,220	-	294,400
Arena - Ice Chiller	-	-	-	-	67,500	311,250	217,500	-	-	596,250
Bus - Construction of new bus facility	-	-	-	-	36,600	170,400	149,400	104,400	-	460,800
DPW - Former Public Works Facility Demolition	-	-	-	-	67,500	311,250	217,500	-	-	596,250
Outdoor Recreation - Baseball Stadium Field Lighting	-	-	-	-	47,250	217,875	152,250	-	-	417,375
Maintenance of Bridges - West Main Street - Kelsey Creek Culvert	-	-	-	-	50,833	236,667	207,500	145,000	-	640,000
Washington Street Public Square to Academy St Streetscape Related Paving	-	-	-	-	42,700	198,800	174,300	121,800	-	537,600
East Main St sidewalk - Mill St to Pearl St	-	-	-	-	61,000	284,000	249,000	174,000	-	768,000
East Main St storm sewer - Mill St to Pearl St	-	-	-	-	85,400	397,600	348,600	243,600	-	1,075,200
East Main St street - Mill St to Pearl St	-	-	-	-	224,683	1,046,067	917,150	640,900	-	2,828,800
Holcomb Street - Clinton St to Barben Ave - sidewalk	-	-	-	-	61,000	284,000	249,000	174,000	-	768,000
Holcomb Street - Clinton St to Barben Ave - storm sewer	-	-	-	-	122,000	568,000	498,000	348,000	-	1,536,000
Holcomb Street - Clinton St to Barben Ave - street	-	-	-	-	188,083	875,667	767,750	536,500	-	2,368,000
Municipal Building - Air handlers and ductwork	-	-	-	-	-	236,800	204,425	-	-	441,225
Municipal Building - Ceiling replacements	-	-	-	-	-	198,400	171,275	-	-	369,675
Municipal Building - Lighting replacements	-	-	-	-	-	118,400	102,213	-	-	220,613
Fire - Engine 3 replacement (8-3)	-	-	-	-	-	670,080	578,468	-	-	1,248,548
DPW Refuse & Recycling - Side Load Refuse Packer (1-002)	-	-	-	-	-	331,500	-	-	-	331,500
Maintenance of Bridges - Morrison Avenue Bridge	-	-	-	-	-	315,250	277,333	239,417	-	832,000
Public Square - mill and overlay	-	-	-	-	-	242,500	213,333	184,167	-	640,000
East Avenue Reconstruction - sidewalk	-	-	-	-	-	72,750	64,000	55,250	-	192,000
East Avenue Reconstruction - storm sewer	-	-	-	-	-	116,400	102,400	88,400	-	307,200
East Avenue Reconstruction - street	-	-	-	-	-	186,240	163,840	141,440	-	491,520
Stone St - Massey St to Exchange St - street	-	-	-	-	-	436,500	384,000	331,500	-	1,152,000
Pearl St - Starbuck round intersection - street	-	-	-	-	-	582,000	512,000	442,000	-	1,536,000
<b>GENERAL FUND - Projected Debt Service</b>	<b>\$ -</b>	<b>\$ 1,318,967</b>	<b>\$ 2,998,472</b>	<b>\$ 5,245,068</b>	<b>\$ 6,171,959</b>	<b>\$ 31,733,152</b>	<b>\$ 24,162,689</b>	<b>\$ 10,398,659</b>	<b>\$ -</b>	<b>\$ 82,028,966</b>
<b>GENERAL FUND - Existing and Projected Debt Service</b>	<b>\$ 2,076,666</b>	<b>\$ 3,251,402</b>	<b>\$ 4,654,565</b>	<b>\$ 6,827,676</b>	<b>\$ 7,631,064</b>	<b>\$ 36,067,965</b>	<b>\$ 27,234,864</b>	<b>\$ 11,014,484</b>	<b>\$ -</b>	<b>\$ 98,758,686</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding  
Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

**GENERAL FUND - Facility Improvements**

<b>Arena</b>						
Ice Rink Door Replacement	Operating Transfer	\$ -	\$ 125,000	\$ -	\$ -	\$ -
Ice Chiller	Debt	\$ -	\$ -	\$ -	\$ 500,000	\$ -
	<b>Total</b>	\$ -	\$ 125,000	\$ -	\$ 500,000	\$ -

<b>Brownfield Redevelopment</b>						
Ogilvie Site Infill Housing Project - Infrastructure and Park Development	Grant (75%) / Operating Transfer (25%)	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Van Duzee Street Site Remediation	Grant (75%) / Debt (25%)	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
	<b>Total</b>	\$ -	\$ 500,000	\$ 1,500,000	\$ -	\$ -

<b>Bus</b>						
Bus Facility	FTA Grant (80%) / NYSDOT (10%) / Debt (10%)	\$ -	\$ -	\$ -	\$ 3,600,000	\$ -
	<b>Total</b>	\$ -	\$ -	\$ -	\$ 3,600,000	\$ -

<b>Downtown</b>						
Washington Street Streetscape Enhancements (200 - 300 blocks)	Grant (75%) / Operating Transfer (25%)	\$ -	\$ 500,000	\$ -	\$ -	\$ -
	<b>Total</b>	\$ -	\$ 500,000	\$ -	\$ -	\$ -

<b>DPW Newell Street Facilities</b>						
Public Works Facility (new) Construction	Debt	\$ 1,000,000	\$ 18,000,000	\$ -	\$ -	\$ -
Maintenance Facility Boiler/HVAC System	Operating Transfer	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Public Works Facility (former) Demolition	Debt	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Underground Fuel Tank Replacement	Operating Transfer	\$ -	\$ -	\$ -	\$ 300,000	\$ -
Maintenance Facility Roof	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 300,000
	<b>Total</b>	\$ 1,000,000	\$ 18,000,000	\$ 200,000	\$ 800,000	\$ 300,000

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Fire</b>						
Front Apron - Massey Street Station	Operating Transfer	\$ 105,000	\$ -	\$ -	\$ -	\$ -
Driveway Apron and Sidewalk Replacement - Mill Street Station	Operating Transfer	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Storage Building	Debt	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Kitchen Upgrade - Station #1	Operating Transfer	\$ -	\$ 60,000	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 105,000</b>	<b>\$ 635,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Golf Course</b>						
Clubhouse Renovations	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Cart Storage Building	Debt	\$ -	\$ -	\$ 350,000	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Hydro-Electric Facility</b>						
Forebay and Canal Stairs	Operating Transfer	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Driveway Replacement	Operating Transfer	\$ -	\$ 70,000	\$ -	\$ -	\$ -
Window Replacements	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Building Painting	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Roof Repair	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 70,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 70,000</b>

<b>Municipal Building</b>						
Window and Door Replacements	Debt	\$ -	\$ 1,215,000	\$ -	\$ -	\$ -
Building Insulation and Skin	Debt	\$ -	\$ 1,820,000	\$ -	\$ -	\$ -
Goodale Street Parking Lot	Debt	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Air Handlers and Ductwork	Debt	\$ -	\$ -	\$ -	\$ -	\$ 370,000
Ceiling Replacements	Debt	\$ -	\$ -	\$ -	\$ -	\$ 310,000
Lighting Replacements	Debt	\$ -	\$ -	\$ -	\$ -	\$ 185,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 3,235,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 865,000</b>

<b>Outdoor Recreation</b>						
Fairgrounds Pedestrian Event Safety Walkway	Operating Transfer	\$ -	\$ 80,000	\$ -	\$ -	\$ -
Fairgrounds Grandstand Hot Water Tank	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Fairgrounds Grandstand Beam Painting	Operating Transfer	\$ -	\$ -	\$ 50,000	\$ -	\$ -
Baseball Stadium Field Lighting	Debt	\$ -	\$ -	\$ -	\$ 350,000	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ 110,000</b>	<b>\$ 50,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Parking Lots</b>						
Arsenal Street Covered Parking Deck Substructure Cleaning and Painting	Operating Transfer	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Newell Street Public Parking Lot Overlay	Operating Transfer	\$ -	\$ 175,000	\$ -	\$ -	\$ -
City Hall Parking Lot Mill and Pave	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Court Street Parking Lot Milling, Structure Repair and Pave	Operating Transfer	\$ -	\$ -	\$ -	\$ 175,000	\$ -
State Street Olympic 1 Parking Lot Overlay	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 425,000</b>	<b>\$ 100,000</b>	<b>\$ 175,000</b>	<b>\$ 150,000</b>

<b>Playgrounds</b>						
Fairgrounds Playground	Operating Transfer	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Kostyk Playground	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 105,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ 105,000</b>

<b>Refuse and Recycling</b>						
		\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>				

<b>River Parks Development</b>						
Veterans Memorial Riverwalk and Whitewater Park Pedestrian Connection / Newell St. Streetscape Enhancement	Grant (75%) / Operating Transfer (25%)	\$ -	\$ 500,000	\$ -	\$ -	\$ -
Howk Street Gateway Enhancements	Grant (85%) / CHIPs (15%)	\$ -	\$ -	\$ 575,000	\$ -	\$ -
Downtown Riverfront Connection Project (J.B. Wise Parking Lot to Newell Street)	Grant (75%) / Operating Transfer (25%)	\$ -	\$ -	\$ 400,000	\$ -	\$ -
Sewall's Island Park Enhancements	Grant (75%) / Debt (25%)	\$ -	\$ -	\$ -	\$ 750,000	\$ -
Riverfront Parks Surface Enhancement Project (Whitewater Park & Fairgrounds Trail)	Grant (75%) / Operating Transfer (25%)	\$ -	\$ -	\$ -	\$ -	\$ 350,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 975,000</b>	<b>\$ 750,000</b>	<b>\$ 350,000</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**  
**Source**      **FY 2024-25**      **FY 2025-26**      **FY 2026-27**      **FY 2027-28**      **FY 2028-29**

<b>Thompson Park</b>						
Thompson Park Parking Lots	Operating Transfer	\$ -	\$ -	\$ 250,000	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Total Facility Improvements</b>						
		<b>\$ 1,105,000</b>	<b>\$ 24,650,000</b>	<b>\$ 3,725,000</b>	<b>\$ 6,175,000</b>	<b>\$ 1,840,000</b>
<b>Debt</b>						
		\$ 1,000,000	\$ 21,985,000	\$ 725,000	\$ 1,710,000	\$ 865,000
<b>Operating Fund Transfer</b>						
		\$ -	\$ 1,540,000	\$ 1,000,000	\$ 662,500	\$ 712,500
<b>Grant</b>						
		\$ 105,000	\$ 1,125,000	\$ 2,000,000	\$ 3,802,500	\$ 262,500
<b>Reserve Fund Transfer</b>						
		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Facility Improvements By Funding Sources</b>						
		<b>\$ 1,105,000</b>	<b>\$ 24,650,000</b>	<b>\$ 3,725,000</b>	<b>\$ 6,175,000</b>	<b>\$ 1,840,000</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

**GENERAL FUND - Vehicles and Equipment**

<b>Arena</b>						
Fork Lift	Operating Transfer	\$ -	\$ -	\$ -	\$ 40,000	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>

<b>Athletic Facilities</b>						
Portable Stage	Operating Transfer	\$ -	\$ 120,000	\$ -	\$ -	\$ -
Pickup Truck with Stake Rack and Plow (3-5)	Operating Transfer	\$ -	\$ 80,000	\$ -	\$ -	\$ -
Jeep (3-52)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

<b>Bus</b>						
Para-transit Bus (PT1000)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ 155,000	\$ -	\$ -	\$ -
Transit Bus (26') (B-2733)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ 550,000	\$ -	\$ -
Transit Bus (26') (B-2756)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ 550,000	\$ -	\$ -
Para-transit Bus (PT1100)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ -	\$ 155,000	\$ -
Transit Bus (26') (B-2711)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ -	\$ 550,000	\$ -
4x4 Pickup Truck with Plow (B-001)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ -	\$ 55,000	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

<u>Funding</u>		<u>Source</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Bus continued:</b>							
Transit Director Vehicle (B-003)	Grant (90%)/ Operating Transfer (10%)		\$ -	\$ -	\$ -	\$ 45,000	\$ -
Utility Snow Removal Equipment (B-002)	Grant (90%)/ Operating Transfer (10%)		\$ -	\$ -	\$ -	\$ -	\$ 75,000
	<b>Total</b>		\$ -	\$ 155,000	\$ 1,100,000	\$ 805,000	\$ 75,000
<b>Central Garage</b>							
Forklift (1-127)	Operating Transfer		\$ -	\$ -	\$ -	\$ -	\$ 25,000
	<b>Total</b>		\$ -	\$ -	\$ -	\$ -	\$ 25,000
<b>DPW Administration</b>							
Asst. Superintendent Vehicle (1-030)	Operating Transfer		\$ -	\$ 50,000	\$ -	\$ -	\$ -
Superintendent Vehicle (1-034)	Operating Transfer		\$ -	\$ -	\$ -	\$ 50,000	\$ -
	<b>Total</b>		\$ -	\$ 50,000	\$ -	\$ 50,000	\$ -
<b>Electric</b>							
55' Bucket Truck (55') with Material Handler (6-002)	Operating Transfer		\$ -	\$ -	\$ 200,000	\$ -	\$ -
Digger and Pole Setting Truck (6-006)	Operating Transfer		\$ -	\$ -	\$ -	\$ 75,000	\$ -
Variable Message Board (1-144)	Operating Transfer		\$ -	\$ -	\$ -	\$ 25,000	\$ -
Variable Message Board (1-145)	Operating Transfer		\$ -	\$ -	\$ -	\$ 25,000	\$ -
Variable Message Board (1-146)	Operating Transfer		\$ -	\$ -	\$ -	\$ -	\$ 25,000
Variable Message Board (1-147)	Operating Transfer		\$ -	\$ -	\$ -	\$ -	\$ 25,000
	<b>Total</b>		\$ -	\$ -	\$ 200,000	\$ 125,000	\$ 50,000
<b>Engineering</b>							
Vehicle (new)	Operating Transfer		\$ -	\$ 40,000	\$ -	\$ -	\$ -
	<b>Total</b>		\$ -	\$ 40,000	\$ -	\$ -	\$ -
<b>Fire</b>							
Rescue Replacement (8-17)	Debt		\$ 425,000	\$ -	\$ -	\$ -	\$ -
Self-contained Breathing Aparatus Compressor/Fill Station	Operating Transfer		\$ -	\$ 85,000	\$ -	\$ -	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Fire continued:</b>						
Boat 1 Replacement	Operating Transfer	\$ -	\$ 28,000	\$ -	\$ -	\$ -
Engine 3 Replacement (new 8-3)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,047,000
	<b>Total</b>	<b>\$ 425,000</b>	<b>\$ 113,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,047,000</b>

<b>Hydro-electric Facility</b>						
Control System Modernization	Operating Transfer	\$ 225,000	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Maintenance of Roads</b>						
Front-end Loader (2.5yd3) (1-076)	Operating Transfer	\$ 255,000	\$ -	\$ -	\$ -	\$ -
Dual Drum Vibratory Asphalt Roller (1-60)	Operating Transfer	\$ -	\$ 90,000	\$ -	\$ -	\$ -
Dual Wheel Pickup Truck with Service Body (1-089)	Operating Transfer	\$ -	\$ -	\$ -	\$ 75,000	\$ -
Curbing Machine (1-143)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 85,000
4x4 Pickup Truck with Plow and Spreader (1-029)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 65,000
	<b>Total</b>	<b>\$ 255,000</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 150,000</b>

<b>Municipal Maintenance</b>						
Zero Turn Mower 60" (1-107)	Operating Transfer	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Skid Steer Loader (1-093)	Operating Transfer	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Single Axle Dump Truck (1-096)	Operating Transfer	\$ -	\$ -	\$ 200,000	\$ -	\$ -
Forestry Bucket Truck with Chip Box (75') (1-59)	Operating Transfer	\$ -	\$ -	\$ 225,000	\$ -	\$ -
Zero Turn Mower 60" (1-154)	Operating Transfer	\$ -	\$ -	\$ -	\$ 25,000	\$ -
Pickup Truck with Utility Box (1-046)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 60,000
4x2 Crew Cab Pickup Truck with Stake Rack and Liftgate (1-023)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Supervisor Pickup Truck (1-032)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 55,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 425,000</b>	<b>\$ 25,000</b>	<b>\$ 180,000</b>

<b>Parks and Playgrounds</b>						
Flatbed Truck with Plow (4-11)	Operating Transfer	\$ -	\$ -	\$ 80,000	\$ -	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Parks and Playgrounds contined:</b>						
Extended Pickup Truck with Plow (3-10)	Operating Transfer	\$ -	\$ -	\$ -	\$ 85,000	\$ -
Wing Mower (4-8)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 85,000</b>	<b>\$ 100,000</b>

<b>Police</b>						
Marked Patrol Vehicles	Operating Transfer	\$ -	\$ 330,000	\$ 335,000	\$ 340,000	\$ 345,000
Un-marked Vehicles	Operating Transfer	\$ -	\$ 105,000	\$ 110,000	\$ 115,000	\$ -
Identification Van	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -
K9 Vehicle	Operating Transfer	\$ -	\$ -	\$ 75,000	\$ -	\$ -
LiveScan Upgrade	Operating Transfer	\$ -	\$ -	\$ 25,000	\$ -	\$ -
License Plate Reader System	Operating Transfer	\$ -	\$ -	\$ 25,000	\$ -	\$ -
Special Response Team Ballistic Vest Replacements	Operating Transfer	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
In-vehicle Tablets	Operating Transfer	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
	<b>Total</b>	<b>\$ -</b>	<b>\$ 485,000</b>	<b>\$ 570,000</b>	<b>\$ 505,000</b>	<b>\$ 395,000</b>

<b>Refuse and Recycle</b>						
Side Load Refuse Packer (1-006)	Debt	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Side Load Refuse Packer (1-008)	Debt	\$ 300,000	\$ -	\$ -	\$ -	\$ -
Recycling Truck (1-005)	Debt	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Recycling Truck (1-004)	Debt	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Side Load Refuse Packer (1-002)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000
	<b>Total</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>

<b>Snow Removal</b>						
Urban Snow Plow with Wing(1-021)	Operating Transfer	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Rotary Snowblower (1-078)	Operating Transfer	\$ -	\$ 210,000	\$ -	\$ -	\$ -
Single Axle Dump Truck with Plow and Spreader (1-033)	Operating Transfer	\$ -	\$ -	\$ 215,000	\$ -	\$ -
Single Axle Dump Truck with Plow and Spreader (1-097)	Operating Transfer	\$ -	\$ -	\$ 220,000	\$ -	\$ -
Urban Snow Plow with Wing and Spreader (1-016)	Operating Transfer	\$ -	\$ -	\$ -	\$ 305,000	\$ -
Pickup truck 4x4 with Plow (1-086)	Operating Transfer	\$ -	\$ -	\$ -	\$ 70,000	\$ -
Tandem Axle Dump Truck (1-013)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 215,000

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

<b>Snow Removal continued:</b>						
	<b>Operating Transfer</b>					
Jeep 4x4 with Plow (1-053)		\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Total</b>	\$ -	\$ 510,000	\$ 435,000	\$ 375,000	\$ 265,000

<b>Storm Sewers</b>						
	<b>Operating Transfer</b>					
Track Tire Excavator (split with Sewer Fund) (1-010)		\$ 115,000	\$ -	\$ -	\$ -	\$ -
Sewer Pipe Inspection Camera Trailer (split with Sewer Fund) (1-124)		\$ -	\$ 60,000	\$ -	\$ -	\$ -
Tractor / Loader / Backhoe (split with Sewer Fund) (1-070)		\$ -	\$ -	\$ 92,500	\$ -	\$ -
Single Axle Dump Truck with Spreader (split with Sewer Fund) (1-045)		\$ -	\$ -	\$ 120,000	\$ -	\$ -
Rubber Tire Excavator (split with Sewer Fund) (1-064)		\$ -	\$ -	\$ -	\$ 125,000	\$ -
Tractor / Loader / Backhoe (split with Sewer Fund) (1-085)		\$ -	\$ -	\$ -	\$ 95,000	\$ -
Core Attachment for Skid Steer (split with Sewer Fund) (1-157)		\$ -	\$ -	\$ -	\$ 12,500	\$ -
6" Pump (split with Sewer Fund) (1-141)		\$ -	\$ -	\$ -	\$ 12,500	\$ -
Tow Behind Air Compressor (split with Sewer Fund) (1-099)		\$ -	\$ -	\$ -	\$ -	\$ 12,500
Trailer Sewer Jetter (split with Sewer Fund) (1-158)		\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Total</b>	\$ 115,000	\$ 60,000	\$ 212,500	\$ 245,000	\$ 62,500

<b>Total Vehicles and Equipment</b>	\$ 1,620,000	\$ 2,403,000	\$ 3,022,500	\$ 2,330,000	\$ 2,699,500
Debt	\$ 1,025,000	\$ 600,000	\$ -	\$ -	\$ 1,347,000
Operating Fund Transfer	\$ 595,000	\$ 1,663,500	\$ 2,032,500	\$ 1,605,500	\$ 1,285,000
Grant	\$ -	\$ 139,500	\$ 990,000	\$ 724,500	\$ 67,500
Reserve Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Vehicles and Equipment By Funding Sources</b>	\$ 1,620,000	\$ 2,403,000	\$ 3,022,500	\$ 2,330,000	\$ 2,699,500

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**  
**Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

**GENERAL FUND - Infrastructure**

<b>Maintenance of Bridges</b>						
Pearl Street South Span Abutment Stabilization	Debt	\$ 720,000	\$ -	\$ -	\$ -	\$ -
Pearl Street South Span Joint Replacement, Polymer Overlay	Debt	\$ -	\$ 840,000	\$ -	\$ -	\$ -
Cayuga Avenue Bridge Replacement	Debt	\$ -	\$ -	\$ 720,000	\$ -	\$ -
West Main Street - Kelsey Creek Culvert	Debt	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Morrison Avenue Bridge	Debt	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Haney Street Culvert	Debt	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Maintenance of Bridges</b>		<b>\$ 720,000</b>	<b>\$ 840,000</b>	<b>\$ 720,000</b>	<b>\$ 500,000</b>	<b>\$ 650,000</b>

<b>Traffic Signals</b>						
Mill Street / Main Avenue Signal #20 Rehabilitation	Grant (CHIPS)	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Massey Street / Stone Street Signal #17 Rehabilitation	Grant (CHIPS)	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Pearl Street / Main Street East / Starbuck Avenue Signal #21 Rebuild	Grant (CHIPS)	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Washington Street / Paddock Street Signal #33 Rehabilitation	Grant (CHIPS)	\$ -	\$ 175,000	\$ -	\$ -	\$ -
Sherman Street / Clinton Street Signal #7 Rehabilitation	Grant (CHIPS)	\$ -	\$ -	\$ 125,000	\$ -	\$ -
Pearl Street / Water Street Signal #22 Rehabilitation	Grant (CHIPS)	\$ -	\$ -	\$ -	\$ 125,000	\$ -
Washington Street / Mullin Street / Academy Street Signal #30 Rehabilitation	Grant (CHIPS)	\$ -	\$ -	\$ -	\$ 125,000	\$ -
Mill Street / Lynde Street Signal #18 Rehabilitation	Grant (CHIPS)	\$ -	\$ -	\$ -	\$ -	\$ 125,000
<b>Total</b>		<b>\$ 375,000</b>	<b>\$ 425,000</b>	<b>\$ 125,000</b>	<b>\$ 250,000</b>	<b>\$ 125,000</b>

<b>Sidewalk Construction</b>						
ADA Ramps (CHIPS)	Grant	\$ 208,000	\$ 80,000	\$ 160,000	\$ 164,000	\$ 64,000
Pawling Street - Hungerford Street to Dead End	Debt	\$ -	\$ 108,000	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ 240,000	\$ -	\$ -	\$ -
Leray Street - Main Street West to City limit	Debt	\$ -	\$ 220,000	\$ -	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ 115,000	\$ -	\$ -
Public Square	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -
Howk Street - Coffeen Street to Newell Street	Debt	\$ -	\$ -	\$ 90,000	\$ -	\$ -
Holcomb Street - Clinton Street to Barben Avenue	Debt	\$ -	\$ -	\$ -	\$ 600,000	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Sidewalk Construction continued:</b>						
East Main Street - Mill Street to Pearl Street	Debt	\$ -	\$ -	\$ -	\$ 600,000	\$ -
East Avenue Reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 150,000
	<b>Total</b>	<b>\$ 208,000</b>	<b>\$ 648,000</b>	<b>\$ 865,000</b>	<b>\$ 1,364,000</b>	<b>\$ 214,000</b>

<b>Storm Sewers</b>						
Flower Ave W / Washington St Combined Sewer Separation Design / Phase I / Phase II	Debt	\$ 420,000	\$ 1,800,000	\$ -	\$ -	\$ -
Pawling Street - Storm and Sanitary Outlet to Gotham Street	Debt	\$ -	\$ 240,000	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ 480,000	\$ -	\$ -	\$ -
Paddock Street (Dimmick Street to Sherman Street)	Debt	\$ -	\$ 720,000	\$ -	\$ -	\$ -
Leray Street - Main Street West to City Limit	Debt	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ 460,000	\$ -	\$ -
Howk Street - Coffeen Street to Newell Street	Debt	\$ -	\$ -	\$ 108,000	\$ -	\$ -
Holcomb Street - Clinton Street to Barben Avenue	Debt	\$ -	\$ -	\$ -	\$ 1,200,000	\$ -
East Main Street - Mill Street to Pearl Street	Debt	\$ -	\$ -	\$ -	\$ 840,000	\$ -
East Avenue Reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 240,000
	<b>Total</b>	<b>\$ 420,000</b>	<b>\$ 4,440,000</b>	<b>\$ 568,000</b>	<b>\$ 2,040,000</b>	<b>\$ 240,000</b>

<b>Street Construction</b>						
CHIPS Streets	Grant	\$ 1,215,000	\$ 932,000	\$ 925,000	\$ 1,335,000	\$ 835,000
Touring Route Funds Streets	Grant	\$ 580,000	\$ 505,000	\$ 625,000	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ 980,000	\$ -	\$ -	\$ -
Pawling Street - Hungerford Street to Dead End	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -
Leray Street - Main Street West to City Limit	Debt	\$ -	\$ 2,700,000	\$ -	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ 230,000	\$ -	\$ -
Arsenal Street - Massey Street to Public Square	Debt	\$ -	\$ -	\$ 1,200,000	\$ -	\$ -
Howk Street - Coffeen Street to Newell Street	Debt	\$ -	\$ -	\$ 275,000	\$ -	\$ -
Holcomb Street - Clinton Street to Barben Avenue	Debt	\$ -	\$ -	\$ -	\$ 1,850,000	\$ -
East Main Street - Mill Street to Pearl Street	Debt	\$ -	\$ -	\$ -	\$ 2,210,000	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

<b>Funding</b>						
<b>Source</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>FY 2028-29</b>	
<b>Street Construction continued:</b>						
Washington Street Public Square to Academy St Streetscape Related Paving	Debt	\$ -	\$ -	\$ -	\$ 420,000	\$ -
Public Square - Mill and Overlay	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Stone Street - Massey Street to Exchange Street	Debt	\$ -	\$ -	\$ -	\$ -	\$ 900,000
Pearl Street - Starbuck Avenue Round Intersection	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
East Avenue Reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 384,000
	<b>Total</b>	<b>\$ 1,795,000</b>	<b>\$ 5,467,000</b>	<b>\$ 3,255,000</b>	<b>\$ 5,815,000</b>	<b>\$ 3,819,000</b>

Debt	\$ 1,140,000	\$ 9,878,000	\$ 3,698,000	\$ 8,220,000	\$ 4,024,000
Operating Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
Grant	\$ 2,378,000	\$ 1,942,000	\$ 1,835,000	\$ 1,749,000	\$ 1,024,000
Reserve Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
Property Owner	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Infrastructure By Funding Sources</b>	<b>\$ 3,518,000</b>	<b>\$ 11,820,000</b>	<b>\$ 5,533,000</b>	<b>\$ 9,969,000</b>	<b>\$ 5,048,000</b>

<b>GENERAL FUND GRAND TOTAL</b>	<b>\$ 6,243,000</b>	<b>\$ 38,873,000</b>	<b>\$ 12,280,500</b>	<b>\$ 18,474,000</b>	<b>\$ 9,587,500</b>
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Facility Improvements	\$ 1,105,000	\$ 24,650,000	\$ 3,725,000	\$ 6,175,000	\$ 1,840,000
Vehicles and Equipment	\$ 1,620,000	\$ 2,403,000	\$ 3,022,500	\$ 2,330,000	\$ 2,699,500
Maintenance of Bridges	\$ 720,000	\$ 840,000	\$ 720,000	\$ 500,000	\$ 650,000
Traffic Signals	\$ 375,000	\$ 425,000	\$ 125,000	\$ 250,000	\$ 125,000
Sidewalk Reconstruction	\$ 208,000	\$ 648,000	\$ 865,000	\$ 1,364,000	\$ 214,000
Storm Sewers	\$ 420,000	\$ 4,440,000	\$ 568,000	\$ 2,040,000	\$ 240,000
Street Reconstruction	\$ 1,795,000	\$ 5,467,000	\$ 3,255,000	\$ 5,815,000	\$ 3,819,000
<b>General Fund Grand Total by Category</b>	<b>\$ 6,243,000</b>	<b>\$ 38,873,000</b>	<b>\$ 12,280,500</b>	<b>\$ 18,474,000</b>	<b>\$ 9,587,500</b>

Debt	\$ 3,165,000	\$ 32,463,000	\$ 4,423,000	\$ 9,930,000	\$ 6,236,000
Operating Fund Transfer	\$ 595,000	\$ 3,203,500	\$ 3,032,500	\$ 2,268,000	\$ 1,997,500
Grant	\$ 2,483,000	\$ 3,206,500	\$ 4,825,000	\$ 6,276,000	\$ 1,354,000
Reserve Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
<b>General Fund Grand Total By Funding Sources</b>	<b>\$ 6,243,000</b>	<b>\$ 38,873,000</b>	<b>\$ 12,280,500</b>	<b>\$ 18,474,000</b>	<b>\$ 9,587,500</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 FACILITY IMPROVEMENTS  
 DEPARTMENT OF PUBLIC WORKS

PROJECT DESCRIPTION	COST
<p data-bbox="159 443 932 478"><b>Public Works Facility Design and Land Acquisition</b></p> <p data-bbox="159 520 1240 768">This request is to proceed with the design of a DPW Facility for the Public Works at a location to be determined. With the disposition of the National Grid site on Engine Street uncertain for the foreseeable future, the City will explore the possibility of acquiring land suitable for the expansion of DPW. The current site for the administration and operations center for the Department has aged and become unsuitable for its infrastructure. This project will be contingent upon the City acquiring land for the new development.</p>  <p data-bbox="159 1843 1211 1913">Funding to support this project will be from a 15-year serial bond with Fiscal Year 2026-27 debt service of \$106,667.</p>	<p data-bbox="1268 443 1466 478"><b>\$1,000,000</b></p>
<b>TOTAL</b>	<b>\$1,000,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 FACILITY IMPROVEMENTS  
 FIRE

PROJECT DESCRIPTION	COST
<p>Emma Flower Fire Station – Front Apron Replacement</p> <p>The front apron at the Massey St. fire station needs repair/replacement. The paved and concrete portions of the front apron date back to the original construction in the early 1990’s. Years of fluctuating weather conditions and wear from heavy vehicles have created the need for this work.</p>  <p>Partial funding (\$120,000) to support this project was approved with the Fiscal Year 2023-24 Capital Budget from the American Rescue Plan Act of 2021. Funding to support the balance of the project will be from a transfer from the General Fund (\$105,000) (A.9950.0900).</p>	<p>\$225,000</p>
<b>TOTAL</b>	<b>\$225,000</b>

**FISCAL YEAR 2024-2025  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
FIRE**

PROJECT DESCRIPTION	COST
<p><b>Rescue Truck Replacement (8-17)</b></p> <p>The department is looking to purchase a medium duty rescue truck. The current vehicle the company uses is a 2015 F550 (8-22). It was placed in service as the rescue vehicle when the rescue company was reestablished in 2022. After the sale of the heavy rescue truck, there were few vehicle options that didn't involve an immediate capital purchase. Though we had concerns about 8-22's small payload capacity, it was more important to get the company reestablished and functional. After two years, the vehicle is beginning to show wear, and has handling problems associated with the weight it carries. While the previous heavy rescue was too large for the department's needs, the current light rescue is too small. A medium duty rescue is the most appropriate size for our needs. Our goal is to move 8-22 back to its position as back-up rescue / tow vehicle for tech rescue responses. This change should extend the useful life of 8-22 by slowing down the physical abuse it currently is experiencing. The new vehicle will allow us to carry our equipment in a more efficient manner and move back some equipment we haven't been able to carry with 8-22. Examples of these would be cribbing for extrications, our full complement of air bags, additional stabilization struts and hand tools. Below is an example of a medium duty rescue.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a 10-year serial bond with Fiscal Year 2025-26 debt service of \$59,500.</p>	<p><b>\$ 425,000</b></p>
<b>TOTAL</b>	<b>\$ 425,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 HYDRO-ELECTRIC

PROJECT DESCRIPTION	COST
<p>Headwater Level System Upgrade – Phase 2</p> <p>This phase of the work will be the construction and installation of the new Headwater Level System Upgrade.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$225,000</p>
<b>TOTAL</b>	<b>\$225,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 MAINTENANCE OF ROADS

PROJECT DESCRIPTION	COST
<p>Front-end Loader</p> <p>This request is to purchase a new front-end loader to replace the existing unit 1-076 2008 Case 621E front end loader. This unit has been proved to be a very popular and versatile machine with the capability of using the straight bucket, changing to a set of pallet forks, or a side dump bucket for ditch backfill. It is used year round for all projects throughout the City. The replacement will be a size larger to accommodate a future snow blower purchase. Purchase will be from NYSOGS contract or and other municipal contract. The present loader will be traded towards the purchase of the new loader.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900).</p>	<p>\$ 255,000</p>
<b>TOTAL</b>	<b>\$ 255,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 MUNICIPAL MAINTENANCE

PROJECT DESCRIPTION	COST
<p>Side Load Refuse Collection Vehicle 1-008</p> <p>This request is to purchase a right-hand drive, single rear axle chassis equipped with dual compartment material compactors. The truck will be deployed daily for collection of household trash from city residences. We will dispose of the current 2009 Sterling rear load vehicle through on-line auction or trade-in.</p>  <p>Funding to support this project will be from a 10-year serial bond with Fiscal Year 2025-26 debt service of \$40,500.</p>	<p>\$300,000</p>
<b>TOTAL</b>	<b>\$300,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 MUNICIPAL MAINTENANCE

PROJECT DESCRIPTION	COST
<p>Side Load Refuse Collection Vehicle 1-006</p> <p>This request is to purchase a right-hand drive, single rear axle chassis equipped with dual compartment material compactors. The truck will be deployed daily for collection of household trash from city residences. We will dispose of the current 2009 Sterling rear load vehicle through on-line auction or trade-in.</p>  <p>Funding to support this project will be from a 10-year serial bond with Fiscal Year 2025-26 debt service of \$40,500.</p>	<p>\$300,000</p>
<b>TOTAL</b>	<b>\$300,000</b>

**FISCAL YEAR 2024-2025  
CAPITAL BUDGET  
VEHICLES AND EQUIPMENT  
STORM SEWER**

PROJECT DESCRIPTION	COST
<p>Excavator</p> <p>This purchase will be split 50% with the General Fund (A8140), Storm Sewers and 50% Sewer Fund (G1820). This request would be to keep 1-010 and purchase another smaller unit that is more of a 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> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900) (\$115,000) the Sewer Fund (G.9950.0900) (\$115,000).</p>	<p><b>\$ 230,000</b></p>
<b>TOTAL</b>	<b>\$ 230,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 STORM SEWER

PROJECT DESCRIPTION	COST
<p>Single Axle Hydro Excavator</p> <p>This request is to purchase a single axle hydro excavator. This unit will have heated recirculated water on board allowing it to be used in colder temperatures. This will allow the department to excavate and thaw frozen service lines, assist with hydrant replacements, and main repair work.</p>  <p>Funding to support this project will be from a 5-year serial bond with total Fiscal Year 2025-26 debt service of \$155,100 split between the Water and Sewer Funds.</p>	<p>\$ 655,000</p>
<b>TOTAL</b>	<b>\$ 655,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 INFRASTRUCTURE  
 BRIDGES

PROJECT DESCRIPTION	COST
<p>Pearl Street Abutment Stabilization (South span)</p> <p>This project will address deficiencies identified during an assessment conducted by DPW in 2023 and includes repairs to an abutment that has failed and it falling in to the Black River. Similar work underwent during 2023 at the Court Street Bridge that involved shotcrete on the abutment.</p>  <p>Funding to support this project will be from a 10-year serial bond with Fiscal Year 2025-26 debt service of \$100,800.</p>	<p>\$ 720,000</p>
<b>TOTAL</b>	<b>\$ 720,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 INFRASTRUCTURE  
 TRAFFIC SIGNALS

PROJECT DESCRIPTION	COST
<p>Traffic Signals (#20) Upgrades - Mill Street and Main Avenue Rebuild</p> <p>This request is to rebuild the traffic signal facilities at the at Mill Street and Main Street East intersection. The current signal is a span wire assembly with all components nearing the end of their life cycle at 40 +years. The rebuild will incorporate new, ADA compliant pedestrian crossing facilities including count down timers and sidewalk ramps.</p>  <p>Funding to support this project will be through New York State Department of Transportation Consolidated Local Street and Highway Improvement Program (CHIPS).</p>	<p>\$ 250,000</p>
<b>TOTAL</b>	<b>\$250,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 INFRASTRUCTURE  
 TRAFFIC SIGNALS

PROJECT DESCRIPTION	COST
<p data-bbox="159 453 1201 495">Traffic Signals (#17) Upgrades - Massey Street / Stone Street Rebuild</p> <p data-bbox="159 533 1237 642">This request is to rebuild the traffic signal facilities at the Massey Street and Stone Street intersection. The current signal is a span wire assembly with all the components nearing the end of their life cycle at 40 +years.</p>  <p data-bbox="159 1801 1162 1906">Funding to support this project will be through New York State Department of Transportation Consolidated Local Street and Highway Improvement Program (CHIPS).</p>	<p data-bbox="1286 443 1448 485">\$125,000</p>
<p data-bbox="1078 1917 1237 1959"><b>TOTAL</b></p>	<p data-bbox="1286 1917 1448 1959"><b>\$125,000</b></p>

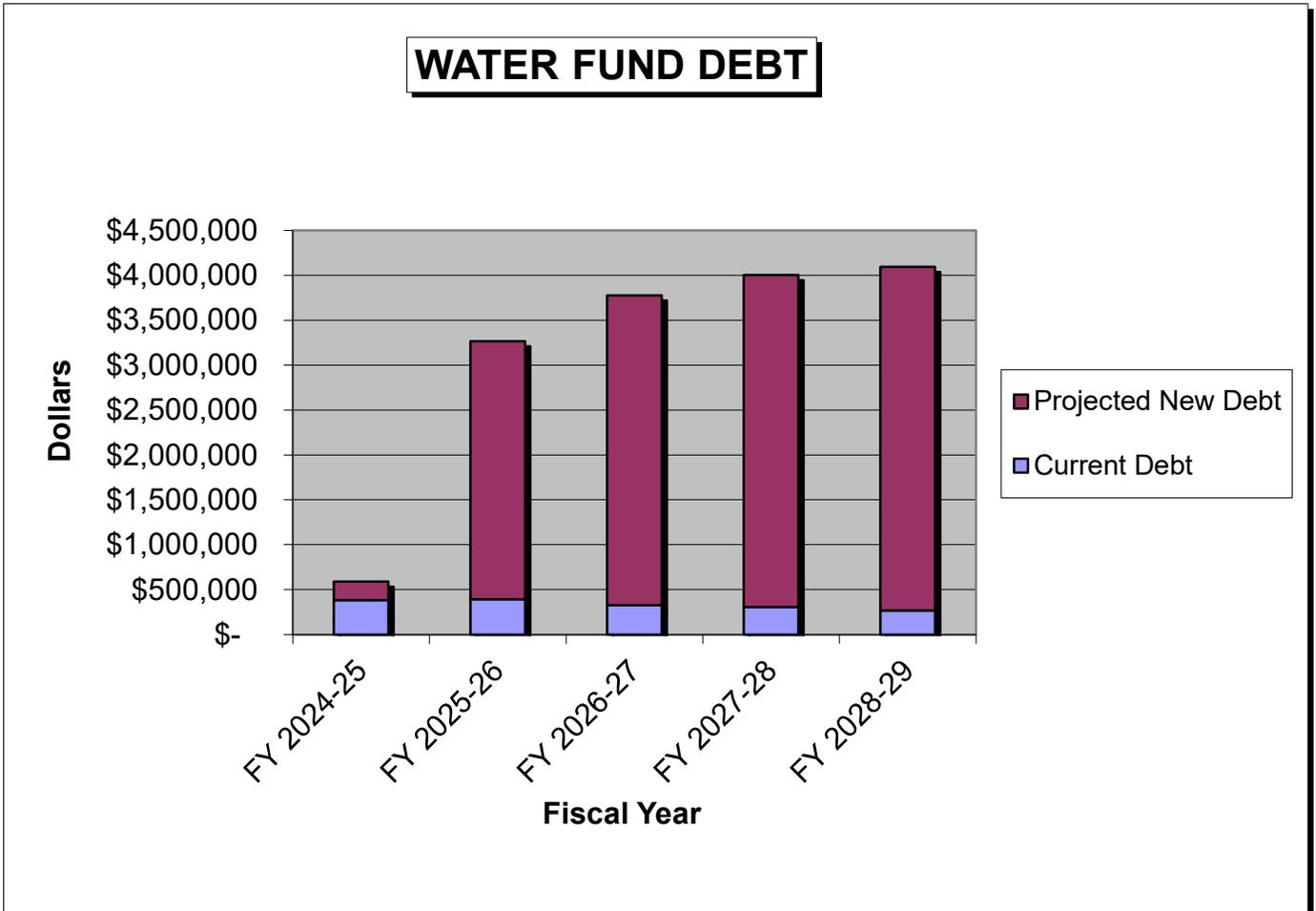
**FISCAL YEAR 2024-25  
CAPITAL BUDGET  
INFRASTRUCTURE  
STREETS – CHIPS PROGRAM**

<b>CHIPS, Extreme Weather, Pave NY, Pave our Pothole Funded Streets</b>			
<b>STREET</b>	<b>FROM</b>	<b>TO</b>	<b>COST</b>
Lynde Street W.	Mill St.	Davidson St.	\$140,000
North Michigan	Huntington St.	Bronson St.	\$125,000
Mullin St.	Sherman St.	Washington St.	\$130,000
Parker St.	State St.	Franklin St.	\$125,000
Gaffney Drive	Coffeen St.	Faichney Drive	\$115,000
Barben Ave.	Washington St.	Holcomb St.	\$280,000
Pinnacle Wood Dr.	J.E.G. Dr.	West Tower Dr.	\$250,000
Coffeen St.	Massey St.	Court St.	\$50,000
<b>Touring Route Funded Streets</b>			
Gotham St.	Park Entrance	Brett St.	\$180,000
Olmsted Dr.	Park Circle	State Route 12	\$400,000
<b>ADA Curb Ramps</b>			
<p>In conjunction with the paving work listed, 54 ADA compliant corner ramps will be installed.</p> <p style="text-align: right;"><b>Total: \$1,795,000</b></p>			

**DEBT**

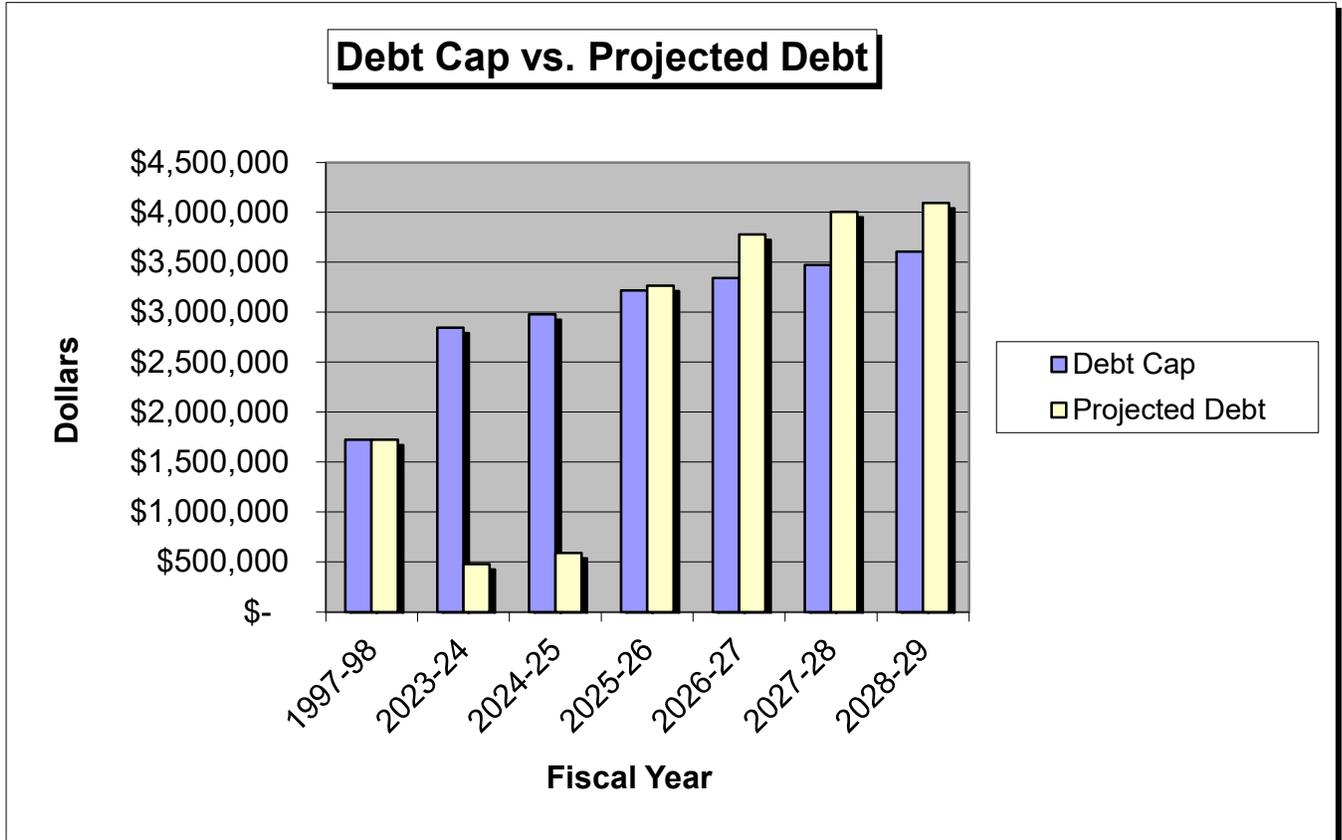
**WATER FUND**

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Current Debt</b>	\$ 382,830	\$ 394,127	\$ 325,585	\$ 305,716	\$ 266,894
<b>Projected New Debt</b>	<u>205,675</u>	<u>2,870,217</u>	<u>3,451,681</u>	<u>3,697,799</u>	<u>3,827,522</u>
<b>TOTAL</b>	<u>\$ 588,505</u>	<u>\$ 3,264,344</u>	<u>\$ 3,777,266</u>	<u>\$ 4,003,515</u>	<u>\$ 4,094,416</u>



**WATER FUND DEBT CAP**

<u>Fiscal Year</u>		<u>Actual / Projected Debt (1)</u>	<u>Debt Cap</u>	<u>Debt Cap Margin</u>
1997-98	base year	\$ 1,724,127	\$ 1,724,127	N/A
2023-24	actual	\$ 477,018	\$ 2,843,996	\$ (2,366,978)
2024-25	actual	\$ 588,505	\$ 2,977,608	\$ (2,389,103)
2025-26	projected	\$ 3,264,344	\$ 3,215,898	\$ 48,446
2026-27	projected	\$ 3,777,266	\$ 3,340,785	\$ 436,482
2027-28	projected	\$ 4,003,515	\$ 3,470,521	\$ 532,994
2028-29	projected	\$ 4,094,416	\$ 3,605,296	\$ 489,120



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

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

(1) Debt excluded from the debt cap calculation:

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
Water Treatment Plant debt	\$ 58,549	\$ 1,053,407	\$ 1,037,224	\$ 1,062,966	\$ 1,055,753

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30 - FY 2033/34	FY 2034/35 - FY 2038/39	FY 2039/40 - FY 2043/44	FY 2044/45 - FY 2048/49	TOTAL
<b>WATER FUND - Existing Debt Service</b>										
Breen Ave. - water main	15,750	-	-	-	-	-	-	-	-	15,750
Clinton St - water main	33,544	32,588	31,575	30,525	-	-	-	-	-	128,232
Meter replacements	59,872	58,722	-	-	-	-	-	-	-	118,594
Thompson Park parallel main	70,875	69,075	67,275	65,475	63,675	61,875	-	-	-	398,250
Thompson Park Water Tank rehab	76,781	74,831	72,881	70,931	68,981	67,031	-	-	-	431,436
Dosing station dam rehab phase II	20,600	-	-	-	-	-	-	-	-	20,600
Factory Street Reconstruction - Water Main	82,195	79,975	77,756	75,537	73,353	69,206	-	-	-	458,022
Knickerbocker Dr. water main	10,637	10,437	10,225	-	-	-	-	-	-	31,299
Flower Avenue East Street Reconstruction - Water Main	71,127	68,499	65,873	63,248	60,885	240,799	-	-	-	570,431
<b>WATER FUND - Existing Debt Service</b>	<b>\$ 441,381</b>	<b>\$ 394,127</b>	<b>\$ 325,585</b>	<b>\$ 305,716</b>	<b>\$ 266,894</b>	<b>\$ 438,911</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,172,614</b>
<b>WATER FUND - Projected Debt Service</b>										
Soda ash system rebuild	96,188	93,319	90,450	87,581	84,713	380,531	-	-	-	832,781
Filter Underdrain Upgrade with filter media replacement	-	3,342,000	3,293,263	3,244,525	3,195,788	15,247,875	14,029,438	12,811,000	11,592,563	95,664,752
Process Complex EDPM Roof	46,313	44,931	43,550	42,169	40,788	183,219	-	-	-	400,969
Pump House EDPM Roof	32,063	31,106	30,150	29,194	28,238	126,844	-	-	-	277,594
Thompson Park Reservoir Pipe Repair	-	25,417	24,833	24,250	23,667	109,583	95,000	17,250	-	320,000
Burlington Street	31,113	30,305	29,498	28,690	27,883	127,300	107,113	-	-	381,901
Single Axle Hydro Excavator	-	76,963	74,670	72,378	70,085	67,793	-	-	-	361,888
Huntington (Factory St. to Eastern Blvd.)	-	305,000	298,000	291,000	284,000	1,315,000	1,140,000	207,000	-	3,840,000
East Reservoir Relining	-	-	299,917	293,033	286,150	1,327,500	1,155,417	413,983	-	3,776,000
Variable Frequency Drive Replacements at Low and High Lift Stations	-	-	52,875	51,300	49,725	94,725	-	-	-	248,625
Butterfield Ave. (Barben Ave. to 328 Butterfield Ave)	-	-	27,450	26,820	26,190	121,500	105,750	37,890	-	345,600
Woodruff Street West (4" to 6")	-	-	20,333	19,867	19,400	90,000	78,333	28,067	-	256,000
Leray Street (Main St W to Damon Dr)	-	-	203,333	198,667	194,000	900,000	783,333	280,667	-	2,560,000
Newell Street - (Engine St to Arch St)	-	-	25,417	24,833	24,250	112,500	97,917	35,083	-	320,000
Backwash Tank Painting	-	-	-	58,750	57,000	160,500	-	-	-	276,250
Process Complex Gas Boiler Replacement	-	-	-	13,500	13,150	60,500	32,100	-	-	119,250
Process Complex HVAC Replacement	-	-	-	67,500	65,750	302,500	160,500	-	-	596,250
West Reservoir Relining	-	-	-	152,500	149,000	692,500	605,000	321,000	-	1,920,000
Bronson Street (800 - 900 blocks)	-	-	-	58,458	57,117	265,458	231,917	123,050	-	736,000
Process Complex Window Replacements	-	-	-	-	33,750	155,625	108,750	-	-	298,125
Pumphouse Window Replacements	-	-	-	-	33,750	155,625	108,750	-	-	298,125
Distribution Building Roof Replacement	-	-	-	-	33,750	155,625	108,750	-	-	298,125
Pump House Gas Boiler Replacement	-	-	-	-	13,500	62,250	43,500	-	-	119,250
Pumphouse HVAC Improvements	-	-	-	-	27,000	124,500	87,000	-	-	238,500
Curtis Street (520' of 6")	-	-	-	-	37,800	174,300	121,800	-	-	333,900
Bugbee Dr (Harris Dr to Harris Dr)	-	-	-	-	30,500	142,000	124,500	87,000	-	384,000
Iroquois Ave W (Washington St to end)	-	-	-	-	-	78,570	69,120	59,670	-	207,360
East Main St. (Mill St to end)	-	-	-	-	-	970,000	853,333	736,667	-	2,560,000
<b>WATER FUND - Projected Debt Service</b>	<b>\$ 205,675</b>	<b>\$ 3,949,040</b>	<b>\$ 4,513,738</b>	<b>\$ 4,785,015</b>	<b>\$ 4,906,941</b>	<b>\$ 23,704,323</b>	<b>\$ 20,247,321</b>	<b>\$ 15,158,327</b>	<b>\$ 11,592,563</b>	<b>\$ 117,971,244</b>
<b>WATER FUND - Existing and Projected Debt Service</b>	<b>\$ 647,056</b>	<b>\$ 4,343,167</b>	<b>\$ 4,839,323</b>	<b>\$ 5,090,731</b>	<b>\$ 5,173,835</b>	<b>\$ 24,143,234</b>	<b>\$ 20,247,321</b>	<b>\$ 15,158,327</b>	<b>\$ 11,592,563</b>	<b>\$ 120,143,858</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding  
Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

**WATER FUND**

<b>Facility Improvements</b>						
Thompson Park Pumphouse Roof	Operating Transfer	\$ 40,000	\$ -	\$ -	\$ -	\$ -
East Reservoir Relining	Debt	\$ -	\$ 2,950,000	\$ -	\$ -	\$ -
Thompson Park Reservoir Fence	Operating Transfer	\$ -	\$ 40,000			
Distribution Pole Barn	Operating Transfer	\$ -	\$ 100,000	\$ -	\$ -	\$ -
West Reservoir Relining	Debt	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -
Backwash Tank Painting	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -
Process Complex Gas Boiler Replacement	Debt	\$ -	\$ -	\$ 100,000	\$ -	\$ -
Process Complex HVAC Replacement	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -
Parking Lot Rehabilitation and Overlay (Distribution)	Operating Transfer	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Permanganate Storage Tank	Operating Transfer	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Process Complex Window Replacements	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Pumphouse Window Replacements	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Distribution Building Roof Replacement	Debt	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Pumphouse Gas Boiler Replacement	Debt	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Pumphouse HVAC Replacement	Debt	\$ -	\$ -	\$ -	\$ 200,000	\$ -
Dosing Station Roof	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 3,090,000</b>	<b>\$ 2,350,000</b>	<b>\$ 1,250,000</b>	<b>\$ 50,000</b>

<b>Vehicles and Equipment</b>						
Single Axle Hydro Excavator (Split equally between Water and Sewer Funds)	Debt	\$ 327,500	\$ -	\$ -	\$ -	\$ -
Valve Pickup Truck (2-07)	Operating Transfer	\$ -	\$ 70,000	\$ -	\$ -	\$ -
Mini-excavator with Attachments and Tilt Bed Trailer (2-009)	Operating Transfer	\$ -	\$ 115,000	\$ -	\$ -	\$ -
Variable Frequency Drive Replacements at Low and High Lift Stations	Operating Transfer	\$ -	\$ 225,000	\$ -	\$ -	\$ -
Yard Valve Replacement	Operating Transfer	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ -
Silicate Storage Tank Upgrade and Containment	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding**

**Source      FY 2024-25      FY 2025-26      FY 2026-27      FY 2027-28      FY 2028-29**

<b>Vehicles and Equipment continued:</b>						
Pickup Truck (2-2)	Operating Transfer	\$ -	\$ 45,000	\$ -	\$ -	\$ -
Pickup Truck (2-15)	Operating Transfer	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Pickup Truck (2-27)	Operating Transfer	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Pickup Truck (2-22)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>Total</b>		<b>\$ 327,500</b>	<b>\$ 585,000</b>	<b>\$ 140,000</b>	<b>\$ 130,000</b>	<b>\$ 50,000</b>

<b>Water Mains</b>						
Huntington Street (Factory St - to Eastern Blvd.)	Debt	\$ 3,250,000	\$ -	\$ -	\$ -	\$ -
Leray Street (Main St. West to Damon Dr.)	Debt	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -
Butterfield Ave. (Barben Ave. to 328 Butterfield Ave)	Debt	\$ -	\$ 270,000	\$ -	\$ -	\$ -
Woodruff Street West	Debt	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Newell Street (Engine Street to Arch Street)	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ 575,000	\$ -	\$ -
Lansing Street (E. Hoard St. - Katherine St.)	Operating Transfer	\$ -	\$ -	\$ 75,000	\$ -	\$ -
Curtis Street	Debt	\$ -	\$ -	\$ -	\$ 280,000	\$ -
Bugbee Dr.(Harris Dr. to Harris Dr.)	Debt	\$ -	\$ -	\$ -	\$ 300,000	\$ -
Iroquois Ave. W (Washington St. to End)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 162,000
East Main St. (Mill St. to End)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000
<b>Total</b>		<b>\$ 3,250,000</b>	<b>\$ 2,720,000</b>	<b>\$ 650,000</b>	<b>\$ 580,000</b>	<b>\$ 2,162,000</b>

<b>WATER FUND GRAND TOTAL</b>	<b>\$ 3,617,500</b>	<b>\$ 6,395,000</b>	<b>\$ 3,140,000</b>	<b>\$ 1,960,000</b>	<b>\$ 2,262,000</b>
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Facility Improvements	\$ 40,000	\$ 3,090,000	\$ 2,350,000	\$ 1,250,000	\$ 50,000
Vehicles and Equipment	\$ 327,500	\$ 585,000	\$ 140,000	\$ 130,000	\$ 50,000
Water Main Replacement	\$ 3,250,000	\$ 2,720,000	\$ 650,000	\$ 580,000	\$ 2,162,000
<b>Water Fund Grand Total By Type</b>	<b>\$ 3,617,500</b>	<b>\$ 6,395,000</b>	<b>\$ 3,140,000</b>	<b>\$ 1,960,000</b>	<b>\$ 2,262,000</b>

Debt	\$ 3,577,500	\$ 5,670,000	\$ 2,675,000	\$ 1,630,000	\$ 2,162,000
Operating Fund Transfer	\$ 40,000	\$ 725,000	\$ 465,000	\$ 330,000	\$ 100,000
Grant	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Water Fund Grand Total By Funding Sources</b>	<b>\$ 3,617,500</b>	<b>\$ 6,395,000</b>	<b>\$ 3,140,000</b>	<b>\$ 1,960,000</b>	<b>\$ 2,262,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 FACILITY IMPROVEMENTS  
 SOURCE OF SUPPLY, POWER AND PUMPING

PROJECT DESCRIPTION	COST
<p>Thompson Park Pump House Roof</p> <p>The Water Treatment Plant is proposing the replacement of the park pump house roof. The current asphalt T-lock shingles were installed in 2006. Due to weathering the shingles are losing the asphalt aggregate and are beginning to crack.</p> 	<p>\$40,000</p>
<p>Funding to support this project will be from a transfer from the Water Fund (F.9950.0900).</p>	
<b>TOTAL</b>	<b>\$40,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 TRANSMISSION AND DISTRIBUTION

PROJECT DESCRIPTION	COST
<p>Single Axle Hydro Excavator</p> <p>This request is to purchase a single axle hydro excavator. This unit will have heated recirculated water on board allowing it to be used in colder temperatures. This will allow the department to excavate and thaw frozen service lines, assist with hydrant replacements, and main repair work.</p> 	<p>\$ 655,000</p>
<p>Funding to support this project will be from a 5-year serial bond with total Fiscal Year 2025-26 debt service of \$155,100 split between the Water and Sewer Funds.</p>	
<b>TOTAL</b>	<b>\$ 655,000</b>

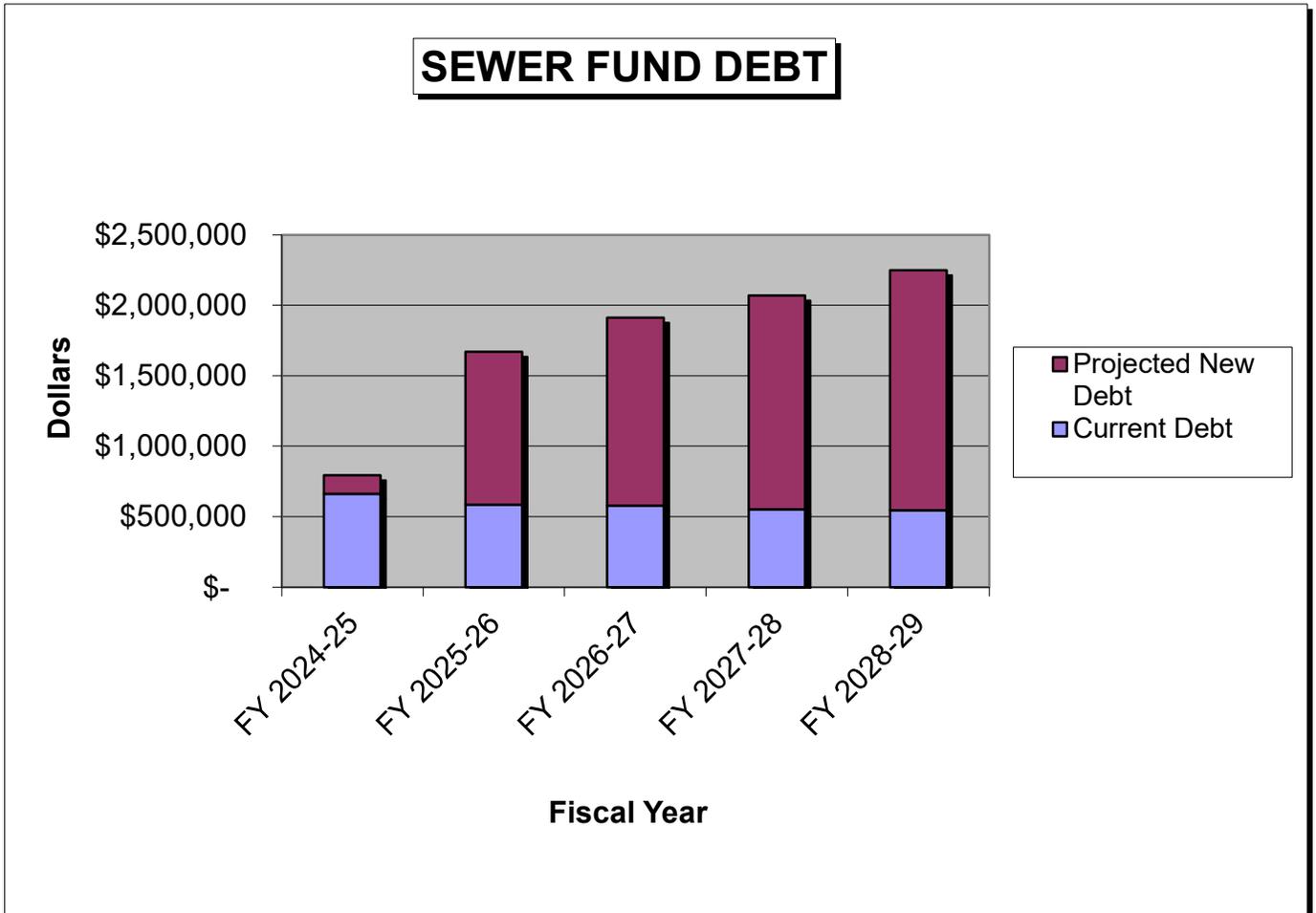
FISCAL YEAR 2024-2025  
CAPITAL BUDGET  
INFRASTRUCTURE  
WATER MAIN

PROJECT DESCRIPTION	COST
<p>Huntington Street (Factory Street to Eastern Boulevard)</p> <p>Installation of 6,900 feet of water main on Huntington Street from Factory Street to Eastern Blvd. This project would consist of a new 16-inch Ductile Iron Pipe water main, renewed service connections, valves, and new hydrants.</p> <p>The Huntington Street water is supplied by a 16” steel water main installed in 1939. There have been approximately 10 breaks in recent years, one of which flooded the water plant and left the city and surrounding service areas with very little water service and low pressure. The Project consists of replacement of approximately 6,900 feet of 16” steel water main on Huntington Street from Factory Street to Eastern Boulevard with 16” ductile iron pipe, renewal of all service connections, new valves, and new water hydrants.</p>  <p>Funding to support this project will be from the issuance of a 15-year serial bond with Fiscal Year 2025-26 Water Fund debt service of \$346,667.</p>	<p>\$3,250,000</p>
<b>TOTAL</b>	<b>\$3,250,000</b>

**DEBT**

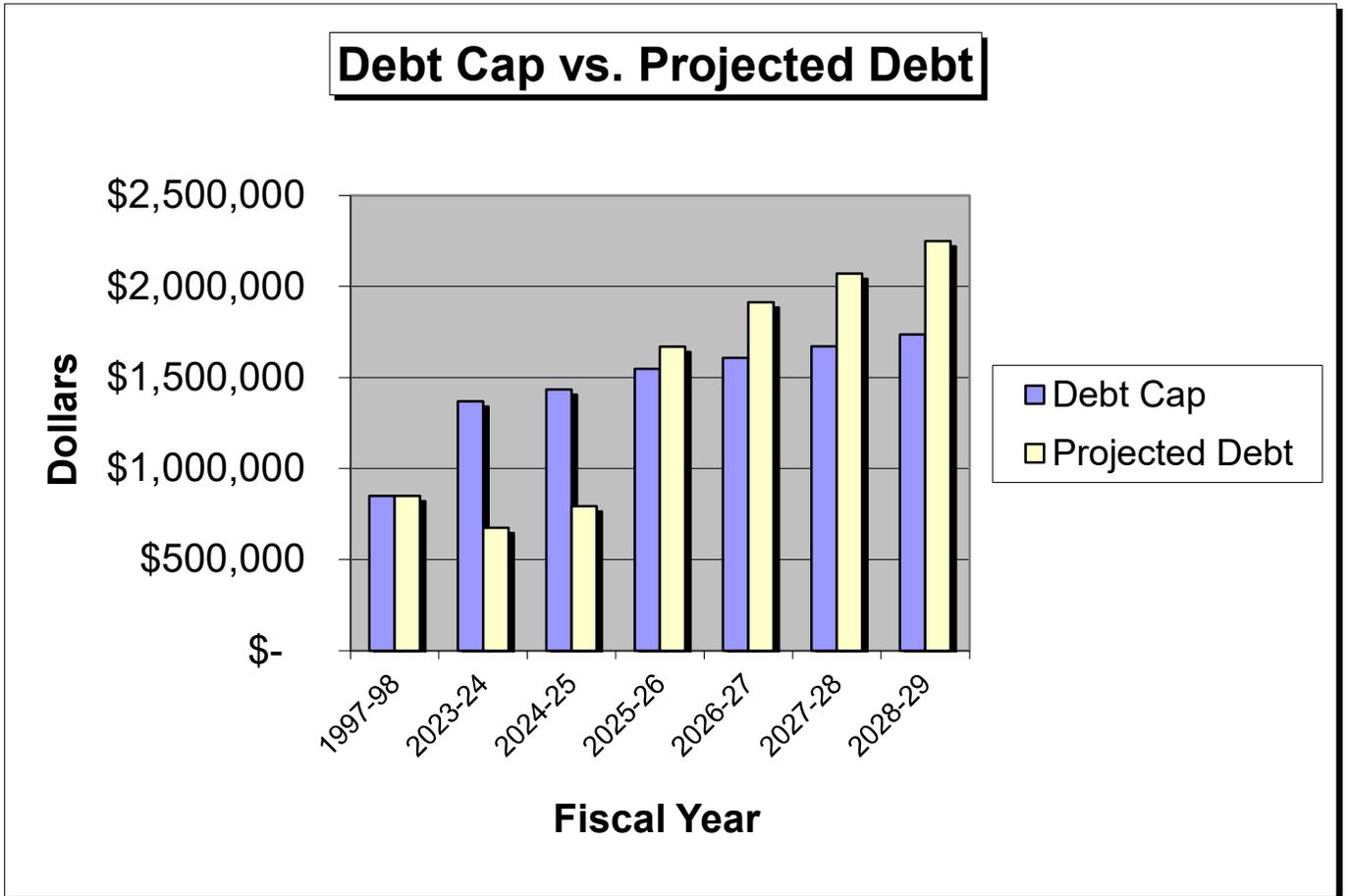
**SEWER FUND**

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Current Debt</b>	\$ 661,139	\$ 583,345	\$ 578,225	\$ 550,605	\$ 545,241
<b>Projected New Debt</b>	<u>131,813</u>	<u>1,086,927</u>	<u>1,334,314</u>	<u>1,519,485</u>	<u>1,704,722</u>
<b>TOTAL</b>	<u>\$ 792,952</u>	<u>\$ 1,670,272</u>	<u>\$ 1,912,539</u>	<u>\$ 2,070,090</u>	<u>\$ 2,249,963</u>



**SEWER FUND DEBT CAP**

<u>Fiscal Year</u>		<u>Actual / Projected Debt (1)</u>	<u>Debt Cap</u>	<u>Debt Cap Margin</u>
1997-98	base year	\$ 849,245	\$ 849,245	N/A
2023-24	actual	\$ 674,953	\$ 1,369,433	\$ (694,480)
2024-25	actual	\$ 792,952	\$ 1,433,769	\$ (640,818)
2025-26	projected	\$ 1,670,272	\$ 1,548,510	\$ 121,762
2026-27	projected	\$ 1,912,539	\$ 1,608,645	\$ 303,894
2027-28	projected	\$ 2,070,090	\$ 1,671,115	\$ 398,974
2028-29	projected	\$ 2,249,963	\$ 1,736,011	\$ 513,951



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

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

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
Wastewater Treatment Plant debt	\$ 335,343	\$ 420,077	\$ 416,227	\$ 414,027	\$ 409,402

	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30 - FY 2033/34	FY 2034/35 - FY 2038/39	FY 2039/40 - FY 2043/44	FY 2044/45 - FY 2048/49	TOTAL
<b>SEWER FUND - Existing Debt Service</b>										
Breen Ave. - sanitary sewer	5,250	-	-	-	-	-	-	-	-	5,250
Disinfection system	447,285	445,780	443,975	446,382	442,814	13,922	-	-	-	2,240,158
Trickling filter distributors	47,250	46,050	44,850	43,650	42,450	41,250	-	-	-	265,500
Factory St. sanitary sewer	98,850	116,360	113,270	85,180	82,840	82,500	-	-	-	579,000
Bar screens	60,312	59,312	58,249	57,125	55,875	159,000	-	-	-	449,873
Flower Avenue East Street Reconstruction - Sanitary Sewer Main	48,754	46,940	45,128	43,315	41,684	153,869	-	-	-	379,690
Sludge disposal process modification program phase 1a- (conveyor upgrade and HVAC) a	288,783	288,980	288,980	288,980	288,980	1,444,900	1,444,900	1,444,900	577,960	6,357,363
<b>SEWER FUND - Existing Debt Service</b>	<b>\$ 996,484</b>	<b>\$ 1,003,422</b>	<b>\$ 994,452</b>	<b>\$ 964,632</b>	<b>\$ 954,643</b>	<b>\$ 1,895,441</b>	<b>\$ 1,444,900</b>	<b>\$ 1,444,900</b>	<b>\$ 577,960</b>	<b>\$ 10,276,834</b>
<b>SEWER FUND - Projected Debt Service</b>										
Treatment plant womens locker room and bathroom upgrade	-	35,100	34,190	33,280	32,370	148,200	26,910	-	-	310,050
Treatment plant generator	-	71,550	69,695	67,840	65,985	302,100	54,855	-	-	632,025
Polymer Make-op System	-	10,800	10,520	10,240	9,960	45,600	8,280	-	-	95,400
Biosolids Hopper	-	67,500	65,750	64,000	62,250	285,000	51,750	-	-	596,250
Scum Troughs for final settleing tank B	-	31,725	30,903	30,080	29,258	133,950	24,323	-	-	280,238
Central St sanitary sewer	-	45,750	44,700	43,650	42,600	197,250	171,000	31,050	-	576,000
Cooper St outlet sanitary sewer replacement (600 block Leray St)	-	40,667	39,733	38,800	37,867	175,333	152,000	27,600	-	512,000
Western Outfall Trunk Sewer rehab	-	25,417	24,833	24,250	23,667	109,583	95,000	17,250	-	320,000
Western Outfall Trunk Sewer rehab	-	325,333	317,867	310,400	302,933	1,402,667	1,216,000	220,800	-	4,096,000
Newell St Interceptor Capacity Analysis, Pipe rehabilitation	-	61,000	59,600	58,200	56,800	263,000	228,000	41,400	-	768,000
Washington St and Keyes Ave sanitary sewer	131,813	127,881	123,950	120,019	116,088	521,469	-	-	-	1,141,219
Single Axle Hydro Excavator	-	76,963	74,670	72,378	70,085	67,793	-	-	-	361,888
Huntington Street	-	132,167	129,133	126,100	123,067	569,833	494,000	89,700	-	1,664,000
Black River sewer main crossing rehab (Pearl St)	-	-	61,000	59,600	58,200	270,000	235,000	84,200	-	768,000
Paddock St 200 block main replacement	-	-	91,500	89,400	87,300	405,000	352,500	126,300	-	1,152,000
Pawling Street	-	-	25,417	24,833	24,250	112,500	97,917	35,083	-	320,000
Leray St - Main St W to City limit	-	-	81,333	79,467	77,600	360,000	313,333	112,267	-	1,024,000
Washington St (Flower Ave W to Thompson Blvd) structure and sewer main lining	-	-	76,250	74,500	72,750	337,500	293,750	105,250	-	960,000
North Side Trunk Sewer redundant river crossing construction	-	-	-	76,250	74,500	346,250	302,500	160,500	-	960,000
Cooper St. / Highland Ave replacement	-	-	-	30,500	29,800	138,500	121,000	64,200	-	384,000
Moore Avenue alley replacement	-	-	-	50,833	49,667	230,833	201,667	107,000	-	640,000
Bronson St 800-900 blocks	-	35,075	34,270	33,465	32,660	151,225	131,100	23,805	-	441,600
Holcomb Street sewer replacement (Clinton St to Barben Ave)	-	-	-	-	101,667	473,333	415,000	290,000	-	1,280,000
East Main St - Mill St to Pearl St	-	-	-	-	122,000	568,000	498,000	348,000	-	1,536,000
Arsenal Street sanitary sewer manhole relining	-	-	-	-	-	242,500	213,333	184,167	-	640,000
East Avenue sanitary sewer replacement	-	-	-	-	-	97,000	85,333	73,667	-	256,000
<b>SEWER FUND - Projected Debt Service</b>	<b>\$ 131,813</b>	<b>\$ 1,086,927</b>	<b>\$ 1,395,314</b>	<b>\$ 1,518,085</b>	<b>\$ 1,703,322</b>	<b>\$ 7,954,420</b>	<b>\$ 5,782,551</b>	<b>\$ 2,142,238</b>	<b>\$ -</b>	<b>\$ 21,714,669</b>
<b>SEWER FUND - Existing and Projected Debt Service</b>	<b>\$ 1,128,297</b>	<b>\$ 2,090,349</b>	<b>\$ 2,389,766</b>	<b>\$ 2,482,717</b>	<b>\$ 2,657,966</b>	<b>\$ 9,849,862</b>	<b>\$ 7,227,451</b>	<b>\$ 3,587,138</b>	<b>\$ 577,960</b>	<b>\$ 31,991,503</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**Funding  
Source**

**FY 2024-25**

**FY 2025-26**

**FY 2026-27**

**FY 2027-28**

**FY 2028-29**

**SEWER FUND**

<b>Facility Improvements</b>						
Aerated Grit Chambers (PST) - Sprocket and Chain Replacements	Operating Transfer	\$ -	\$ 100,000	\$ -	\$ -	\$ -
Aerated Grit Chambers (FST A Cycle) - Sprocket and Chain Replacements	Operating Transfer	\$ -	\$ 70,000	\$ -	\$ -	\$ -
Control Building Roof	Operating Transfer	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Sewer Cleaner Solids/Grit Dump Off Facility	Operating Transfer	\$ -	\$ -	\$ -	\$ 100,000	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ 170,000</b>	<b>\$ 120,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>

<b>Vehicles and Equipment</b>						
Rubber Tire Excavator (split with General Fund) (1-010)	Operating Transfer	\$ 115,000	\$ -	\$ -	\$ -	\$ -
Single Axle Hydro Excavator (Split equally between Water and Sewer Funds)	Debt	\$ 327,500	\$ -	\$ -	\$ -	\$ -
Sewer Pipe Inspection Camera Trailer (split with General Fund) (1-124)	Operating Transfer	\$ -	\$ 60,000	\$ -	\$ -	\$ -
Tractor / Loader Backhoe (Split with General Fund) (1-070)	Operating Transfer	\$ -	\$ -	\$ 92,500	\$ -	\$ -
Single Axle Dump Truck (split with General Fund) (1-045)	Operating Transfer	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Pretreatment SUV (11-011)	Operating Transfer	\$ -	\$ -	\$ -	\$ 40,000	\$ -
Dump Truck (11-20)	Operating Transfer	\$ -	\$ -	\$ -	\$ 200,000	\$ -
Rubber Tire Excavator (split with General Fund) (1-064)	Operating Transfer	\$ -	\$ -	\$ -	\$ 125,000	\$ -
Tractor / Loader / Backhoe (split with General Fund) (1-085)	Operating Transfer	\$ -	\$ -	\$ -	\$ 95,000	\$ -
Core Attachment for Skid Steer (Split with General Fund) (1-157)	Operating Transfer	\$ -	\$ -	\$ -	\$ 12,500	\$ -
6" Pump (split with General Fund) (1-141)	Operating Transfer	\$ -	\$ -	\$ -	\$ 12,500	\$ -
Tow Behind Air Compressor (split with General Fund) (1-099)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 12,500
Trailer Sewer Jetter (split with General Fund) (1-158)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
	<b>Total</b>	<b>\$ 442,500</b>	<b>\$ 60,000</b>	<b>\$ 212,500</b>	<b>\$ 485,000</b>	<b>\$ 62,500</b>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

<u>Funding</u>						
<u>Source</u>		<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Sanitary Sewers</b>						
Huntington Street	Debt	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -
Black River Sewer Main Crossing (Pearl Street)	Operating Transfer/Debt	\$ -	\$ 50,000	\$ 600,000	\$ -	\$ -
Washington Street (Flower Avenue West to Thompson Boulevard) Structure and Lining	Debt	\$ -	\$ 750,000	\$ -	\$ -	\$ -
Howk Street, Coffeen Street to Newell Street	Operating Transfer	\$ -	\$ 90,000	\$ -	\$ -	\$ -
Paddock Street 200 Block	Debt	\$ -	\$ 900,000	\$ -	\$ -	\$ -
Pawling Street	Debt	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Leray Street - Main Street West to City limit	Debt	\$ -	\$ 800,000	\$ -	\$ -	\$ -
Bronson Street (800-900 blocks)	Debt	\$ -	\$ -	\$ 345,000	\$ -	\$ -
North Side Trunk Sewer Reduntant River Crossing Design/Construct	Operating Transfer / Debt	\$ -	\$ -	\$ 750,000	\$ -	\$ -
Cooper Street / Highland Avenue	Debt	\$ -	\$ -	\$ 300,000	\$ -	\$ -
Moore Avenue Alley	Debt	\$ -	\$ -	\$ 500,000	\$ -	\$ -
Holcomb Street (Clinton Street to Barben Avenue)	Debt	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -
East Main Street - Mill Street to Pearl Street	Debt	\$ -	\$ -	\$ -	\$ 1,200,000	\$ -
Arsenal Street Sanitary Sewer Manhole Lining	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000
East Avenue Sanitary Sewer Replacement	Debt	\$ -	\$ -	\$ -	\$ -	\$ 200,000
	<b>Total</b>	<b>\$ 1,300,000</b>	<b>\$ 2,840,000</b>	<b>\$ 2,495,000</b>	<b>\$ 2,200,000</b>	<b>\$ 700,000</b>

<b>SEWER FUND GRAND TOTAL</b>						
		<b>\$ 1,742,500</b>	<b>\$ 3,070,000</b>	<b>\$ 2,827,500</b>	<b>\$ 2,785,000</b>	<b>\$ 762,500</b>
Facility Improvements		\$ -	\$ 170,000	\$ 120,000	\$ 100,000	\$ -
Vehicles and Equipment		\$ 442,500	\$ 60,000	\$ 212,500	\$ 485,000	\$ 62,500
Sanitary Sewers		\$ 1,300,000	\$ 2,840,000	\$ 2,495,000	\$ 2,200,000	\$ 700,000
<b>Sewer Fund Grand Total by Category</b>		<b>\$ 1,742,500</b>	<b>\$ 3,070,000</b>	<b>\$ 2,827,500</b>	<b>\$ 2,785,000</b>	<b>\$ 762,500</b>
Debt		\$ 1,627,500	\$ 2,700,000	\$ 2,495,000	\$ 2,200,000	\$ 700,000
Operating Fund Transfer		\$ 115,000	\$ 370,000	\$ 332,500	\$ 585,000	\$ 62,500
Grant		\$ -	\$ -	\$ -	\$ -	\$ -
Reserve Fund Transfer		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sewer Fund Grand Total By Funding</b>		<b>\$ 1,742,500</b>	<b>\$ 3,070,000</b>	<b>\$ 2,827,500</b>	<b>\$ 2,785,000</b>	<b>\$ 762,500</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>Excavator</p> <p>This purchase will be split 50% with the General Fund (A8140), Storm Sewers and 50% Sewer Fund (G1820). This request would be to keep 1-010 and purchase another smaller unit that is more of a 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> <div style="text-align: center;">  </div> <p>Funding to support this project will be from a transfer from the General Fund (A.9950.0900) (\$115,000) the Sewer Fund (G.9950.0900) (\$115,000).</p>	<p>\$ 230,000</p>
<b>TOTAL</b>	<b>\$ 230,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 VEHICLES AND EQUIPMENT  
 SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>Single Axle Hydro Excavator</p> <p>This request is to purchase a single axle hydro excavator. This unit will have heated recirculated water on board allowing it to be used in colder temperatures. This will allow the department to excavate and thaw frozen service lines, assist with hydrant replacements, and main repair work.</p>  <p>Funding to support this project will be from a 5-year serial bond with total Fiscal Year 2025-26 debt service of \$155,100 split equally between the General, Water and Sewer Funds.</p>	<p>\$ 660,000</p>
<b>TOTAL</b>	<b>\$ 660,000</b>

FISCAL YEAR 2024-2025  
 CAPITAL BUDGET  
 INFRASTRUCTURE  
 SANITARY SEWER MAIN

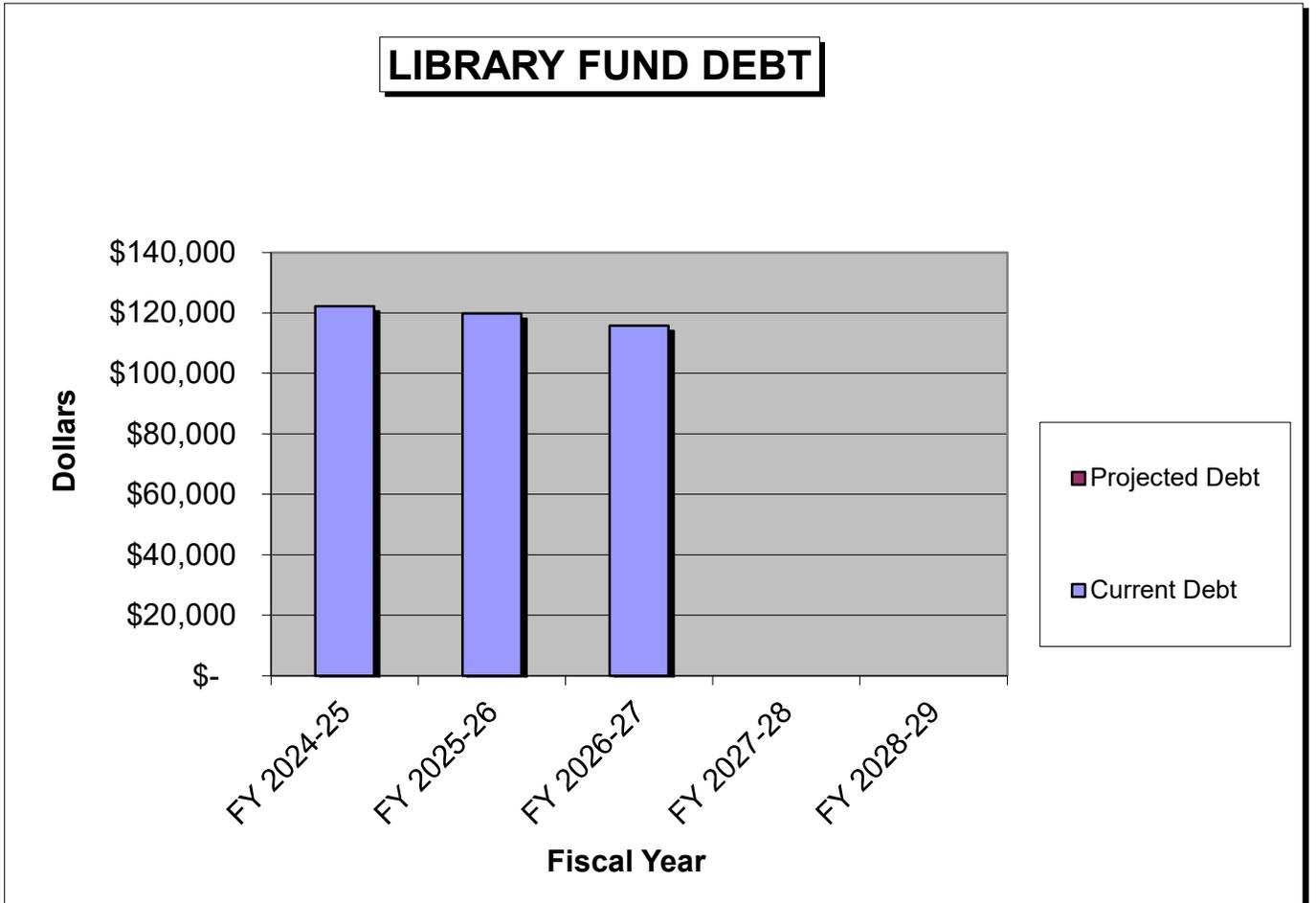
PROJECT DESCRIPTION	COST
<p>Huntington Street (Factory Street to Eastern Boulevard)</p> <p>The Huntington Street sewer is comprised of 2,900ft of 20” pipe, 2,600 ft of 15” pipe, and 19 sewer manholes built back in 1967. The sewer flow in this main is extensive. The project would consist of lining (UV Cured) the piping, structures, storm sewer overflows and laterals. Lining would occur on Huntington Street from Factory Street to Eastern Boulevard.</p> 	<p>\$1,300,000</p>
<p><b>TOTAL</b></p>	<p><b>\$1,300,000</b></p>

Funding to support this project will be from the issuance of a 15-year serial bond with Fiscal Year 2025-26 Sewer Fund debt service of \$346,667.

**DEBT**

**LIBRARY FUND**

	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
<b>Current Debt</b>	\$ 122,178	\$ 119,766	\$ 115,714	\$ -	\$ -
<b>Projected New Debt</b>	-	-	-	-	-
<b>TOTAL</b>	<u>\$ 122,178</u>	<u>\$ 119,766</u>	<u>\$ 115,714</u>	<u>\$ -</u>	<u>\$ -</u>



	<u>FY 2024/25</u>	<u>FY 2025/26</u>	<u>FY 2026/27</u>	<u>FY 2027/28</u>	<u>FY 2028/29</u>	<u>FY 2029/30 - FY 2033/34</u>	<u>FY 2034/35 - FY 2038/39</u>	<u>FY 2039/40 - FY 2043/44</u>	<u>FY 2044/45 - FY 2048/49</u>	<u>TOTAL</u>
<b>LIBRARY FUND</b>										
HVAC system	<u>122,179</u>	<u>119,766</u>	<u>115,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>357,660</u>
<b>TOTAL LIBRARY FUND</b>	<u>122,179</u>	<u>119,766</u>	<u>115,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>\$ 357,660</u>

**CITY OF WATERTOWN  
CAPITAL BUDGET  
FY 2024/25 - FY 2028/29**

**LIBRARY FUND**

<u>Funding Source</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>
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<b>Facility Improvements</b>						
Roof Replacement (Building Addition Section)	Operating Transfer	\$ -	\$ 200,000	\$ -	\$ -	\$ -
Carpet Replacement/New Flooring - Main level and Upper Level	Grant (50%) / Debt (50%)	\$ -	\$ -	\$ 225,000	\$ -	\$ -
Bathroom Updates (6)	Operating Transfer	\$ -	\$ -	\$ -	\$ 160,000	\$ -
Window Replacements- Casement Windows in Front Part of the Library	Grant (50%) / Operating Transfer (50%)	\$ -	\$ -	\$ -	\$ -	\$ 110,000
	<b>Total</b>	\$ -	\$ 200,000	\$ 225,000	\$ 160,000	\$ 110,000

<b>LIBRARY FUND GRAND TOTAL</b>		\$ -	\$ 200,000	\$ 225,000	\$ 160,000	\$ 110,000

# FINANCIAL FORECAST

## **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 forecast 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 forecast the City continues to prepare the multi-year financial forecast as it is a critical component to its financial planning for the future of the City.

This forecast uses the 2024-25 Proposed Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2020-21 through estimated 2023-24). 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 2024-25 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 2023-24**

The amounts presented as the 2023-24 estimated figures were based on the actual revenue and expenditure amounts as of February 29, 2024 projected to June 30, 2024 based upon our current knowledge, trends and expectations.

#### **Cost of Living Increase**

Wherever a cost-of-living increase was calculated into an estimate, the percentage used (2.85%) 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 2024-25 level in the initial surplus/deficit forecast for fiscal years 2025-26 through 2028-29. 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 2025-26 through 2028-29.

#### **State Aid Revenue Sharing**

State Aid revenue sharing for the fiscal years 2025-26 through 2028-29 was held constant at the FY 2024-25 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 2024-25 staffing levels are planned at this time.

## **Employee Benefits**

The Employees' Retirement System rates used for Tier 4 employees for the forecasted fiscal years were 19.7% for the payment due February 1, 2026, 20.7% for the payment due February 1, 2027, 22.7% for the payment due February 1, 2028, 24.7% for the payment due February 1, 2029 and 26.7% for the payment due February 1, 2030. The Employees' Retirement System rates used for Tier 6 employees for the forecasted fiscal years were 12.6% for the payment due February 1, 2026, 13.2% for the payment due February 1, 2027, 14.5% for the payment due February 1, 2028, 15.8% for the payment due February 1, 2029 and 17.0% for the payment due February 1, 2030.

The Police and Fire Retirement System rates used for Tier 2 employees for the forecasted fiscal years were 38.8% for the payment due February 1, 2026, 40.8% for the payment due February 1, 2027, 44.8% for the payment due February 1, 2028, 48.8% for the payment due February 1, 2029 and 52.8% for the payment due February 1, 2030. The Police and Fire Retirement System rates used for Tier 6 employees for the forecasted fiscal years were 27.1% for the payment due February 1, 2026, 28.5% for the payment due February 1, 2027, 31.3% for the payment due February 1, 2028, 34.1% for the payment due February 1, 2029 and 36.9% for the payment due February 1, 2030.

Health insurance costs are forecasted to increase 6.98% for fiscal year 2025-26, 6.96% for fiscal year 2026-27, 6.93% for fiscal year 2027-28 and 6.90% for fiscal year 2028-29.

## **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 Forecast, Fiscal Years 2024/25 through 2028/29**  
**Major Fund Summary**

	Actual				Budget	Forecast			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>General Fund</b>									
Revenues	\$46,096,973	\$ 52,023,336	\$ 53,004,682	\$ 53,246,729	\$ 54,812,938	\$ 55,690,504	\$ 56,892,621	\$ 58,128,103	\$ 59,397,999
Expenditures by Object	\$40,532,867	\$ 44,348,183	\$ 56,168,536	\$ 55,501,900	\$ 58,399,555	\$ 63,218,995	\$ 68,857,509	\$ 71,363,140	\$ 74,813,793
Surplus (Deficit)	\$ 5,564,106	\$ 7,675,153	\$ (3,163,854)	\$ (2,255,171)	\$ (3,586,617)	\$ (7,528,491)	\$ (11,964,888)	\$ (13,235,037)	\$ (15,415,794)
Unreserved Fund Balance	\$17,743,002	\$24,761,141	\$19,654,284	\$ 16,856,142	\$13,871,844	\$ 6,448,663	\$ (5,407,818)	\$ (18,540,224)	\$ (33,850,060)
<b>Water Fund</b>									
Revenues	\$ 5,415,516	\$ 5,620,796	\$ 6,829,610	\$ 6,425,746	\$ 6,627,500	\$ 7,606,621	\$ 7,656,351	\$ 7,712,186	\$ 7,727,746
Expenditures by Object	\$ 4,966,095	\$ 5,235,249	\$ 6,883,498	\$ 6,945,036	\$ 7,205,324	\$ 11,445,673	\$ 11,858,793	\$ 12,513,984	\$ 12,664,447
Surplus (Deficit)	\$ 449,420	\$ 385,547	\$ (53,888)	\$ (519,290)	\$ (577,824)	\$ (3,839,052)	\$ (4,202,442)	\$ (4,801,798)	\$ (4,936,700)
Unreserved Fund Balance	\$ 2,772,536	\$ 2,667,967	\$ 3,034,741	\$ 2,736,471	\$ 2,158,647	\$ (1,680,405)	\$ (5,882,847)	\$ (10,684,645)	\$ (15,621,345)
<b>Sewer Fund</b>									
Revenues	\$ 6,715,680	\$ 7,028,477	\$ 7,374,264	\$ 7,291,315	\$ 7,787,625	\$ 7,772,725	\$ 7,815,177	\$ 7,891,526	\$ 7,931,145
Expenditures by Object	\$ 6,494,704	\$ 7,679,443	\$ 7,549,615	\$ 7,743,974	\$ 8,194,983	\$ 8,925,696	\$ 9,409,715	\$ 10,111,641	\$ 10,068,816
Surplus (Deficit)	\$ 220,976	\$ (650,966)	\$ (175,351)	\$ (452,659)	\$ (407,358)	\$ (1,152,971)	\$ (1,594,537)	\$ (2,220,115)	\$ (2,137,671)
Unreserved Fund Balance	\$ 3,617,035	\$ 2,883,749	\$ 2,541,996	\$ 2,387,723	\$ 1,980,365	\$ 827,394	\$ (767,144)	\$ (2,987,259)	\$ (5,124,930)
<b>All Major Funds</b>									
Revenues	\$58,228,169	\$64,672,609	\$67,208,557	\$ 66,963,790	\$69,228,063	\$ 71,069,850	\$ 72,364,149	\$ 73,731,815	\$ 75,056,890
Expenditures by Object	\$51,993,666	\$57,262,875	\$70,601,650	\$ 70,190,911	\$73,799,862	\$ 83,590,363	\$ 90,126,017	\$ 93,988,765	\$ 97,547,056
Surplus (Deficit)	\$ 6,234,503	\$ 7,409,734	\$ (3,393,093)	\$ (3,227,120)	\$ (4,571,799)	\$ (12,520,514)	\$ (17,761,868)	\$ (20,256,950)	\$ (22,490,166)
Unreserved Fund Balance	\$24,132,573	\$30,312,858	\$25,231,021	\$ 21,980,336	\$18,010,856	\$ 5,595,652	\$ (12,057,809)	\$ (32,212,128)	\$ (54,596,335)

**City of Watertown**  
**Five Year Financial Forecast, Fiscal Years 2024/25 through 2028/29**  
**General Fund Revenues**

	Actual			Estimate	Budget	Forecast			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues</b>									
Real Property Taxes	\$9,481,984	\$10,215,096	\$9,486,679	\$9,879,832	\$11,842,035	\$12,078,848	\$12,320,397	\$12,566,777	\$12,818,085
% Change from Prior Year		7.73%	-7.13%	4.14%	19.86%	2.00%	2.00%	2.00%	2.00%
Real Property Tax Items	302,119	284,941	272,338	336,764	285,500	293,885	302,575	311,582	320,916
% Change from Prior Year		-5.69%	-4.42%	23.66%	-15.22%	2.94%	2.96%	2.98%	3.00%
Sales and Use Tax	22,201,114	23,628,579	24,614,716	24,552,625	24,555,000	25,046,100	25,547,022	26,057,962	26,579,121
% Change from Prior Year		6.43%	4.17%	-0.25%	0.01%	2.00%	2.00%	2.00%	2.00%
Other Non-Property Taxes	641,000	678,635	663,513	600,725	616,000	627,786	640,001	652,661	665,781
% Change from Prior Year		5.87%	-2.23%	-9.46%	2.54%	1.91%	1.95%	1.98%	2.01%
Departmental Income	4,570,340	8,565,794	7,308,202	8,488,371	8,047,375	8,304,349	8,582,753	8,873,080	9,175,841
% Change from Prior Year		87.42%	-14.68%	16.15%	-5.20%	3.19%	3.35%	3.38%	3.41%
Other Local Revenue	580,320	903,636	1,920,137	1,701,281	1,574,550	1,623,506	1,674,243	1,726,825	1,781,320
% Change from Prior Year		55.71%	112.49%	-11.40%	-7.45%	3.11%	3.13%	3.14%	3.16%
State Aid - AIM	5,627,159	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208
% Change from Prior Year		-16.42%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
State Aid - Mortgage Tax	461,180	533,592	613,140	392,014	400,000	414,551	429,631	445,260	461,458
% Change from Prior Year		15.70%	14.91%	-36.06%	2.04%	3.64%	3.64%	3.64%	3.64%
State Aid Other	603,994	560,332	1,168,249	1,164,689	1,181,800	989,326	1,025,316	1,062,614	1,101,269
% Change from Prior Year		-7.23%	108.49%	-0.30%	1.47%	-16.29%	3.64%	3.64%	3.64%
Federal Aid	1,334,652	1,408,589	1,627,271	952,379	1,103,926	1,087,083	1,126,629	1,167,613	1,210,088
% Change from Prior Year		5.54%	15.52%	-41.47%	15.91%	-1.53%	3.64%	3.64%	3.64%
Interfund Transfers	293,111	540,935	627,231	474,841	503,544	521,862	540,846	560,521	580,912
% Change from Prior Year		84.55%	15.95%	-24.30%	6.04%	3.64%	3.64%	3.64%	3.64%
<b>Total Revenues</b>	<b>\$46,096,973</b>	<b>\$52,023,338</b>	<b>\$53,004,685</b>	<b>\$53,246,728</b>	<b>\$54,812,938</b>	<b>\$55,690,504</b>	<b>\$56,892,621</b>	<b>\$58,128,103</b>	<b>\$59,397,999</b>
% Change from Prior Year		12.86%	1.89%	0.46%	2.94%	1.60%	2.16%	2.17%	2.18%
<b>Nonrecurring Revenues Included in Revenue, Above (List):</b>									
Fed Aid, Public Safety Grants	179,600	26,193	160,944	95,455	5,000	-	-	-	-
<b>Nonrecurring Revenues</b>	<b>\$179,600</b>	<b>\$26,193</b>	<b>\$160,944</b>	<b>\$95,455</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Recurring Revenues</b>	<b>\$45,917,373</b>	<b>\$51,997,145</b>	<b>\$52,843,740</b>	<b>\$53,151,273</b>	<b>\$54,807,938</b>	<b>\$55,690,504</b>	<b>\$56,892,621</b>	<b>\$58,128,103</b>	<b>\$59,397,999</b>
<b>Annual Percentage Change</b>	<b>4.70%</b>	<b>13.24%</b>	<b>1.63%</b>	<b>332.58%</b>	<b>3.12%</b>	<b>1.61%</b>	<b>2.16%</b>	<b>2.17%</b>	<b>2.18%</b>

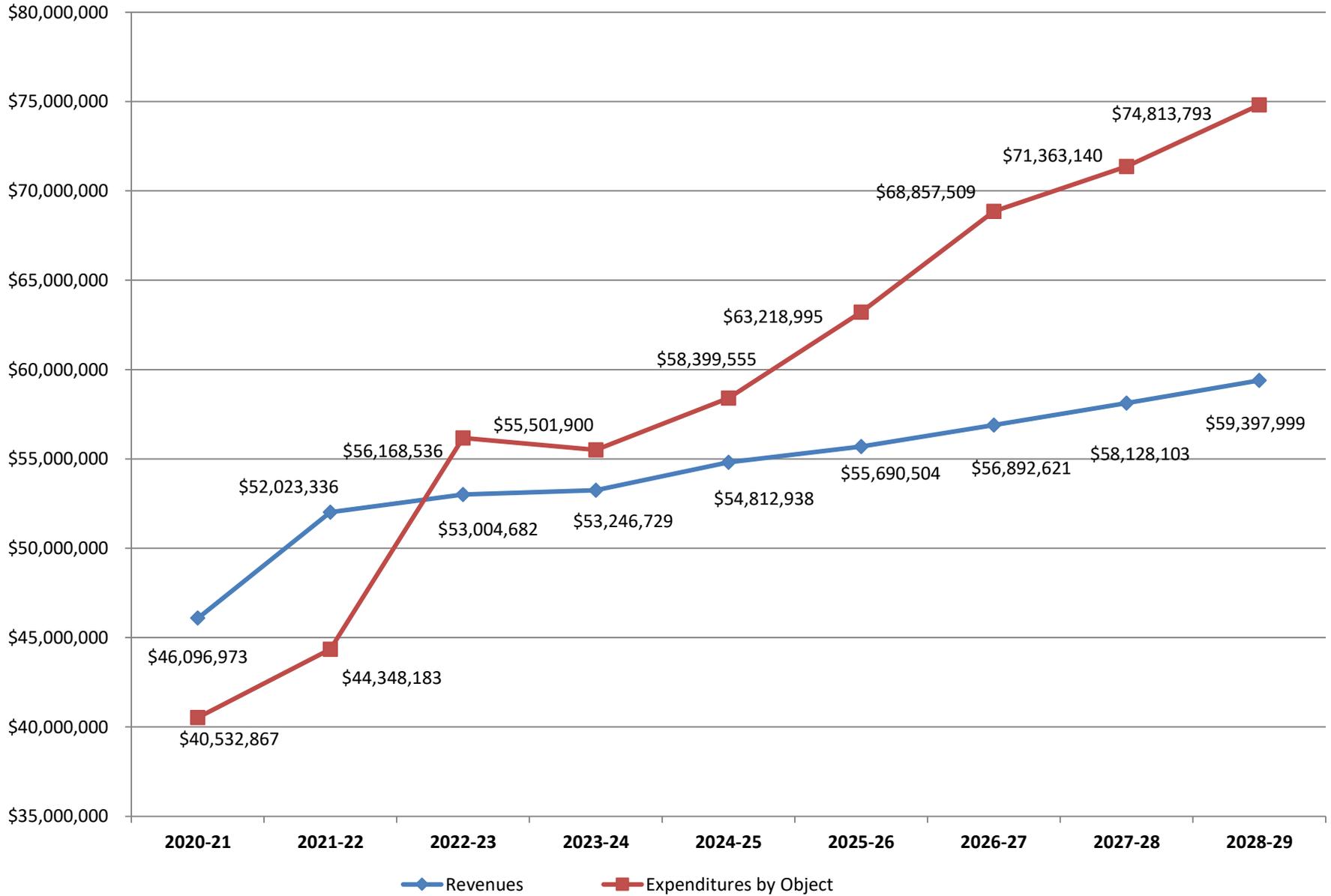
**City of Watertown**  
**Five Year Financial Forecast, Fiscal Years 2024/25 through 2028/29**  
**General Fund Expenditures**

	Actual		Estimate		Budget	Forecast			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Expenditures by Object</b>									
Personal Services	\$ 17,473,080	\$ 18,881,281	\$ 20,436,693	\$ 22,247,623	\$ 23,422,284	\$ 24,337,347	\$ 25,040,474	\$ 25,816,728	\$ 26,468,017
% Change from Prior Year		8.06%	8.24%	8.86%	5.28%	3.91%	2.89%	3.10%	2.52%
Equipment and Capital Outlay	945,679	1,893,784	10,626,315	3,119,858	2,213,500	3,203,500	3,032,500	2,268,000	1,997,500
% Change from Prior Year		100.26%	461.12%	-70.64%	-29.05%	44.73%	-5.34%	-25.21%	-11.93%
Contractual	5,459,914	6,755,403	8,284,299	10,809,764	11,660,784	12,084,984	12,524,610	12,980,229	13,452,418
% Change from Prior Year		23.73%	22.63%	30.48%	7.87%	3.64%	3.64%	3.64%	3.64%
Debt (Principal and Interest)	3,015,648	2,861,011	2,824,623	2,226,038	2,076,666	3,251,401	6,484,563	6,785,674	7,589,063
% Change from Prior Year		-5.13%	-1.27%	-21.19%	-6.71%	56.57%	99.44%	4.64%	11.84%
Employee Benefits	12,328,493	12,365,438	12,755,292	15,300,535	17,390,048	18,649,474	20,025,023	21,702,008	23,433,942
% Change from Prior Year		0.30%	3.15%	19.95%	13.66%	7.24%	7.38%	8.37%	7.98%
Interfund Transfers to Other Funds	1,310,053	1,591,261	1,620,959	2,023,081	1,636,273	1,692,287	1,750,338	1,810,501	1,872,853
% Change from Prior Year		21.47%	1.87%	24.81%	-19.12%	3.42%	3.43%	3.44%	3.44%
<b>Total Expenditures (by Object)</b>	<b>\$40,532,867</b>	<b>\$44,348,179</b>	<b>\$56,548,185</b>	<b>\$55,726,899</b>	<b>\$58,399,555</b>	<b>\$63,218,994</b>	<b>\$68,857,509</b>	<b>\$71,363,140</b>	<b>\$74,813,793</b>
% Change from Prior Year		9.41%	27.51%	-1.45%	4.80%	8.25%	8.92%	3.64%	4.84%
<b>Expenditures By Function</b>									
General Governmental Support	\$3,674,066	\$3,959,436	\$4,223,362	\$5,103,148	\$5,538,617	\$5,650,261	\$5,849,287	\$6,063,626	\$6,293,076
% Change from Prior Year		7.77%	6.67%	20.83%	8.53%	2.02%	3.52%	3.66%	3.78%
Public Safety	18,889,380	20,407,345	21,622,666	25,310,090	26,226,856	27,197,803	28,612,091	30,093,165	31,582,891
% Change from Prior Year		8.04%	5.96%	17.05%	3.62%	3.70%	5.20%	5.18%	4.95%
Transportation	5,636,926	5,996,160	6,861,305	7,773,200	9,317,313	9,019,760	9,271,229	9,785,690	10,191,754
% Change from Prior Year		6.37%	14.43%	13.29%	19.86%	-3.19%	2.79%	5.55%	4.15%
Economic Opportunity and Development	13,282	63,809	12,359	22,288	25,000	25,910	26,853	27,830	28,842
% Change from Prior Year		380.42%	-80.63%	80.34%	12.17%	3.64%	3.64%	3.64%	3.64%
Culture and Recreation	1,749,535	2,515,032	3,186,219	4,185,858	4,040,586	3,862,606	3,988,315	4,123,883	4,263,922
% Change from Prior Year		43.75%	26.69%	31.37%	-3.47%	-4.40%	3.25%	3.40%	3.40%
Home and Community Services	1,407,669	1,448,217	1,740,809	1,871,415	2,388,203	2,463,498	2,563,212	2,672,296	2,780,341
% Change from Prior Year		2.88%	20.20%	7.50%	27.61%	3.15%	4.05%	4.26%	4.04%
Employee Benefits (retirees only)	4,351,436	4,185,063	4,390,512	5,146,082	5,595,041	5,965,864	6,360,783	6,780,731	7,227,185
% Change from Prior Year		-3.82%	4.91%	17.21%	8.72%	6.63%	6.62%	6.60%	6.58%
Debt Service	3,015,648	2,861,011	2,824,623	2,226,038	2,076,666	3,251,401	6,484,563	6,785,674	7,589,063
% Change from Prior Year		-5.13%	-1.27%	-21.19%	-6.71%	56.57%	99.44%	4.64%	11.84%
Interfund Transfers to Other Funds	1,794,925	2,912,105	11,306,679	3,482,157	2,336,273	4,895,787	4,782,838	4,078,501	3,870,353
% Change from Prior Year		62.24%	288.26%	-69.20%	-32.91%	109.56%	-2.31%	-14.73%	-5.10%
Other (Contingency)	-	-	-	381,623	855,000	886,103	918,337	951,744	986,366
% Change from Prior Year		#DIV/0!	#DIV/0!	#DIV/0!	124.04%	3.64%	3.64%	3.64%	3.64%
<b>Total Expenditures (by Function)</b>	<b>\$40,532,867</b>	<b>\$44,348,183</b>	<b>\$56,168,536</b>	<b>\$55,501,900</b>	<b>\$58,399,555</b>	<b>\$63,218,995</b>	<b>\$68,857,509</b>	<b>\$71,363,140</b>	<b>\$74,813,793</b>
% Change from Prior Year		9.41%	26.65%	-1.19%	5.22%	8.25%	8.92%	3.64%	4.84%
<b>Nonrecurring Expenditures Included Above (List):</b>									
Fire / Police grant expenditures	199,556	29,103	178,827	106,061	-	-	-	-	-
<b>Nonrecurring Expenditures</b>	<b>\$199,556</b>	<b>\$29,103</b>	<b>\$178,827</b>	<b>\$106,061</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Annual Percentage Change</b>	<b>-8.29%</b>	<b>9.41%</b>	<b>26.65%</b>	<b>-1.19%</b>	<b>5.22%</b>	<b>8.25%</b>	<b>8.92%</b>	<b>3.64%</b>	<b>4.84%</b>

**City of Watertown**  
**Five Year Financial Forecast, Fiscal Years 2024/25 through 2028/29**  
**General Fund Surplus (Deficit), Reserves, and Impact of Local Actions**

	Actual		Estimate		Budget	Forecast			
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Surplus (Deficit)</b>	\$ 5,564,106	\$ 7,727,250	\$ (3,543,497)	\$ (2,480,170)	\$ (3,504,459)	\$ (7,443,342)	\$ (11,876,643)	\$ (13,143,583)	\$ (15,321,013)
<b>Budgetary Reserves and Other Net Assets</b>									
Fund Equity, Beg. of Year	\$ 12,987,035	\$ 18,630,282	\$ 25,957,532	\$ 21,904,067	\$ 19,423,897	\$ 15,919,438	\$ 8,476,096	\$ (3,400,547)	\$ (16,544,130)
Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Assessment Sidewalk Program Debt Issued	\$ 41,240	\$ -	\$ 79,141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Equity, End of Year	\$ 18,592,381	\$ 26,357,532	\$ 22,493,175	\$ 19,423,897	\$ 15,919,438	\$ 8,476,096	\$ (3,400,547)	\$ (16,544,130)	\$ (31,865,143)
Reserved Fund Balance - Encumbrances	\$ 573,753	\$ 1,388,257	\$ 1,096,564	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 265,334	\$ 192,917	\$ 126,901	\$ 102,328	\$ 82,167	\$ 62,006	\$ 41,844	\$ 30,667	\$ 19,490
Reserved Fund Balance-Tax Stabilization	\$ -	\$ 400,000	\$ 909,967	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Reserved Fund Balance - Capital Reserve	\$ 10,292	\$ 15,218	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426
Reserved Fund Balance - Fairgrounds Stadium	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ 2,712,697	\$ 435,000	\$ 3,571,819	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unreserved Fund Balance - Unappropriated</b>	<b>\$ 15,030,305</b>	<b>\$ 24,326,141</b>	<b>\$ 16,082,465</b>	<b>\$ 13,356,142</b>	<b>\$ 13,871,844</b>	<b>\$ 6,448,663</b>	<b>\$ (5,407,818)</b>	<b>\$ (18,540,224)</b>	<b>\$ (33,850,060)</b>
<b>Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue</b>	<b>34.11%</b>	<b>46.72%</b>	<b>36.91%</b>	<b>30.75%</b>	<b>24.91%</b>	<b>11.33%</b>	<b>-9.30%</b>	<b>-31.21%</b>	<b>-55.87%</b>
<b>Potential Strategies to Promote Fiscal Balance</b>									
<i>Describe Recurring Local Actions:</i>									
Increase FY 25/26 property tax levy by: 2.00%						\$ 236,813	\$ 236,813	\$ 236,813	\$ 236,813
Increase FY 26/27 property tax levy by: 2.00%						\$ -	\$ 241,549	\$ 241,549	\$ 241,549
Increase FY 27/28 property tax levy by: 2.00%						\$ -	\$ -	\$ 246,380	\$ 246,380
Increase FY 28/29 property tax levy by: 2.00%						\$ -	\$ -	\$ -	\$ 251,308
<i>Describe Nonrecurring Local Actions:</i>									
Appropriate unreserved fund balance					\$ 3,500,000	\$ 7,202,070	\$ 11,393,822	\$ 12,414,381	\$ 14,344,963
Appropriate debt reserve fund balance (sidewalk program)					\$ 4,459	\$ 4,459	\$ 4,459	\$ 4,460	\$ -
Appropriate Fairgrounds capital reserve fund balance					\$ -	\$ -	\$ -	\$ -	\$ -
Appropriate capital reserve fund balance					\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>					<b>\$ 3,504,459</b>	<b>\$ 7,443,342</b>	<b>\$ 11,876,643</b>	<b>\$ 13,143,583</b>	<b>\$ 15,321,013</b>
<b>Fiscal Condition AFTER Adjusting for Effects of All Strategies to Promote Fiscal Balance</b>									
<b>New Surplus (Deficit)</b>	<b>\$ 5,564,106</b>	<b>\$ 7,727,250</b>	<b>\$ (3,543,497)</b>	<b>\$ (2,480,170)</b>	<b>\$ (3,504,459)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Fund Equity, Beg. of Year	\$ 12,987,035	\$ 18,630,282	\$ 25,957,532	\$ 21,904,067	\$ 19,423,897	\$ 15,919,438	\$ 8,712,909	\$ (2,685,372)	\$ (15,104,213)
Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Equity, End of Year	\$ 18,592,381	\$ 26,357,532	\$ 22,493,175	\$ 19,423,897	\$ 15,919,438	\$ 8,712,909	\$ (2,685,372)	\$ (15,104,213)	\$ (29,449,176)
Reserved Fund Balance - Encumbrances	\$ 573,753	\$ 1,388,257	\$ 1,096,564	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 265,334	\$ 192,917	\$ 126,901	\$ 102,328	\$ 82,167	\$ 62,006	\$ 41,844	\$ 30,667	\$ 19,490
Reserved Fund Balance - Capital Reserve	\$ 10,292	\$ 15,218	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426	\$ 1,615,426
Reserved Fund Balance - Fairgrounds Stadium	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ 2,712,697	\$ 435,000	\$ 3,571,819	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unreserved Fund Balance</b>	<b>\$ 15,030,305</b>	<b>\$ 24,326,141</b>	<b>\$ 16,082,465</b>	<b>\$ 13,856,142</b>	<b>\$ 13,871,844</b>	<b>\$ 6,685,476</b>	<b>\$ (4,692,643)</b>	<b>\$ (17,100,307)</b>	<b>\$ (31,434,093)</b>
<b>Percentage of Subsequent Year's Revenue</b>	<b>34.11%</b>	<b>46.72%</b>	<b>36.91%</b>	<b>31.66%</b>	<b>334 24.91%</b>	<b>11.75%</b>	<b>-8.07%</b>	<b>-28.79%</b>	<b>-51.88%</b>

## General Fund: Revenues and Expenditures



**City of Watertown**  
**Five Year Financial Forecast, Fiscal Years 2024/25 through 2028/29**  
**Water Fund**

	Actual				Estimate	Budget	Forecast			
	2020-21	2021-22	2022-23	2023-24	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
<b>Revenues</b>										
Water Rents and Charges	\$ 5,161,491	\$ 5,389,060	\$ 5,698,489	\$ 6,188,749	\$ 6,415,000	\$ 6,415,000	\$ 7,394,401	\$ 7,439,758	\$ 7,491,060	\$ 7,501,924
Other (Interest, Penalties, Misc.)	\$ 254,025	\$ 231,736	\$ 1,131,121	\$ 236,997	\$ 211,500	\$ 211,500	\$ 211,220	\$ 215,593	\$ 220,126	\$ 224,823
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total Revenues</b>	<b>\$ 5,415,516</b>	<b>\$ 5,620,796</b>	<b>\$ 6,829,610</b>	<b>\$ 6,425,746</b>	<b>\$ 6,627,500</b>	<b>\$ 6,627,500</b>	<b>\$ 7,606,621</b>	<b>\$ 7,656,351</b>	<b>\$ 7,712,186</b>	<b>\$ 7,727,746</b>
<b>Expenditures</b>										
(9,500.0)										
Personal Services	\$ 1,403,885	\$ 1,431,353	\$ 1,452,388	\$ 1,561,921	\$ 1,691,677	\$ 1,691,677	\$ 1,773,100	\$ 1,834,317	\$ 1,889,425	\$ 1,943,027
Equipment and Capital Outlay	\$ 6,995	\$ 74,569	\$ 919,122	\$ 262,685	\$ 220,400	\$ 220,400	\$ -	\$ -	\$ -	\$ -
Contractual	\$ 1,752,649	\$ 2,337,483	\$ 2,659,593	\$ 2,926,055	\$ 3,228,225	\$ 3,228,225	\$ 3,345,661	\$ 3,390,598	\$ 3,513,940	\$ 3,641,769
Debt Service (Principal and Interest)	\$ 858,823	\$ 677,877	\$ 628,143	\$ 661,880	\$ 616,881	\$ 616,881	\$ 4,317,751	\$ 4,814,490	\$ 5,066,481	\$ 5,150,168
Employee Benefits	\$ 691,641	\$ 537,121	\$ 765,814	\$ 1,051,110	\$ 1,233,305	\$ 1,233,305	\$ 1,334,325	\$ 1,429,553	\$ 1,539,302	\$ 1,654,646
Interfund Transfers to Other Funds	\$ 252,102	\$ 176,845	\$ 458,438	\$ 481,385	\$ 214,836	\$ 214,836	\$ 674,836	\$ 389,836	\$ 504,836	\$ 274,836
<b>Total Expenditures</b>	<b>\$ 4,966,095</b>	<b>\$ 5,235,249</b>	<b>\$ 6,883,498</b>	<b>\$ 6,945,036</b>	<b>\$ 7,205,324</b>	<b>\$ 7,205,324</b>	<b>\$ 11,445,673</b>	<b>\$ 11,858,793</b>	<b>\$ 12,513,984</b>	<b>\$ 12,664,447</b>
	<b>0</b>	<b>(0)</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(0)</b>	<b>0</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>\$ 449,420</b>	<b>\$ 385,547</b>	<b>\$ (53,888)</b>	<b>\$ (519,290)</b>	<b>\$ (577,824)</b>	<b>\$ (577,824)</b>	<b>\$ (3,839,052)</b>	<b>\$ (4,202,442)</b>	<b>\$ (4,801,798)</b>	<b>\$ (4,936,700)</b>
<b>Potential Strategies to Promote Fiscal Balance</b>										
<i>Describe Local Actions</i>										
Increase water rates (FY 25/26) = 50.00%							\$ 2,790,248	\$ 2,790,248	\$ 2,790,248	\$ 2,790,248
Increase water rates (FY 26/27) = 15.00%							\$ -	\$ 1,255,611	\$ 1,255,611	\$ 1,255,611
Increase water rates (FY 27/28) = 10.00%							\$ -	\$ -	\$ 962,636	\$ 962,636
Increase water rates (FY 28/29) = 0.00%							\$ -	\$ -	\$ -	\$ -
Appropriate/ (replenish) fund balance					\$ 577,824	\$ 577,824	\$ 1,048,804	\$ 156,583	\$ (206,697)	\$ (71,795)
<i>Describe Other Actions</i>										
<b>Total Effect of Potential Strategies to Promote Fiscal Balance</b>					<b>\$ 577,824</b>	<b>\$ 577,824</b>	<b>\$ 3,839,052</b>	<b>\$ 4,202,442</b>	<b>\$ 4,801,798</b>	<b>\$ 4,936,700</b>
<b>Budgetary Reserves and Other Net Assets</b>										
Fund Equity, Beg. of Year	\$ 2,474,682	\$ 2,924,102	\$ 3,309,649	\$ 3,255,761	\$ 2,736,471	\$ 2,736,471	\$ 2,158,647	\$ (1,680,405)	\$ (5,882,847)	\$ (10,684,645)
Fund Equity, End of Year	\$ 2,924,102	\$ 3,309,649	\$ 3,255,761	\$ 2,736,471	\$ 2,158,647	\$ 2,158,647	\$ (1,680,405)	\$ (5,882,847)	\$ (10,684,645)	\$ (15,621,345)
Reserved Fund Balance - Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved Fund Balance - Encumbrances	\$ 151,566	\$ 641,681	\$ 221,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ 159,288	\$ 517,825	\$ 472,053	\$ 577,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unappropriated</b>	<b>\$ 2,613,248</b>	<b>\$ 2,150,142</b>	<b>\$ 2,562,688</b>	<b>\$ 2,158,647</b>	<b>\$ 2,158,647</b>	<b>\$ 2,158,647</b>	<b>\$ (1,680,405)</b>	<b>\$ (5,882,847)</b>	<b>\$ (10,684,645)</b>	<b>\$ (15,621,345)</b>
<b>Unreserved Unappropriated Fund</b>										
<b>Balance as % of next fiscal year</b>										
<b>revenues BEFORE rate adjustments</b>	<b>46.49%</b>	<b>31.48%</b>	<b>39.88%</b>	<b>32.57%</b>	<b>28.38%</b>	<b>28.38%</b>	<b>-21.95%</b>	<b>-76.28%</b>	<b>-138.26%</b>	<b>-202.15%</b>
<b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b>										
<b>New Surplus (Deficit)</b>					<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,048,804)</b>	<b>\$ (156,583)</b>	<b>\$ 206,697</b>	<b>\$ 71,795</b>
Fund Equity, Beg. of Year					\$ 2,736,471	\$ 2,736,471	\$ 2,158,647	\$ 1,109,843	\$ 953,260	\$ 1,159,957
Fund Equity, End of Year					\$ 2,158,647	\$ 2,158,647	\$ 1,109,843	\$ 953,260	\$ 1,159,957	\$ 1,231,752
Reserved Fund Balances					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unreserved Fund Balance</b>					<b>\$ 2,158,647</b>	<b>\$ 2,158,647</b>	<b>\$ 1,109,843</b>	<b>\$ 953,260</b>	<b>\$ 1,159,957</b>	<b>\$ 1,231,752</b>
<b>Unreserved Fund Balance as % of next</b>										
<b>fiscal year revenues AFTER rate</b>										
<b>adjustments</b>	<b>46.49%</b>	<b>31.48%</b>	<b>39.88%</b>	<b>32.57%</b>	<b>336</b>	<b>20.76%</b>	<b>14.50%</b>	<b>12.36%</b>	<b>15.01%</b>	<b>15.94%</b>

**City of Watertown  
Five Year Financial Forecast, Fiscal Years 2024/25 through 2028/29  
Sewer Fund**

	<b>Actual</b>				<b>Estimate</b>	<b>Budget</b>	<b>Forecast</b>			
	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>	<b>2028-29</b>
<b>Revenues</b>										
Sewer Rents and Charges	\$ 6,133,496	\$ 6,747,226	\$ 6,968,990	\$ 6,655,658	\$ 7,558,137	\$ 7,558,137	\$ 7,543,272	\$ 7,580,579	\$ 7,651,594	\$ 7,685,686
Other (Interest, Penalties, Misc.)	\$ 581,500	\$ 168,007	\$ 275,289	\$ 250,109	\$ 228,488	\$ 228,488	\$ 228,453	\$ 233,599	\$ 238,932	\$ 244,459
Interfund Transfers	\$ 684	\$ 113,243	\$ 129,986	\$ 385,548	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total Revenues</b>	<b>\$ 6,715,680</b>	<b>\$ 7,028,477</b>	<b>\$ 7,374,264</b>	<b>\$ 7,291,315</b>	<b>\$ 7,787,625</b>	<b>\$ 7,787,625</b>	<b>\$ 7,772,725</b>	<b>\$ 7,815,177</b>	<b>\$ 7,891,526</b>	<b>\$ 7,931,145</b>
<b>Expenditures</b>										
Personal Services	\$ 1,243,953	\$ 1,244,821	\$ 1,334,082	\$ 1,400,390	\$ 1,529,317	\$ 1,529,317	\$ 1,610,944	\$ 1,677,251	\$ 1,738,074	\$ 1,798,767
Equipment and Capital Outlay	\$ 191,890	\$ 88,599	\$ 193,136	\$ 627,039	\$ 782,200	\$ 782,200	\$ -	\$ -	\$ -	\$ -
Contractual	\$ 2,455,323	\$ 2,707,450	\$ 2,930,479	\$ 2,925,095	\$ 3,478,525	\$ 3,478,525	\$ 3,605,066	\$ 3,736,210	\$ 3,872,125	\$ 4,012,985
Debt Service (Principal and Interest)	\$ 958,524	\$ 1,253,172	\$ 1,086,173	\$ 1,011,730	\$ 1,128,984	\$ 1,128,984	\$ 2,090,349	\$ 2,328,766	\$ 2,484,117	\$ 2,659,365
Employee Benefits	\$ 869,931	\$ 230,519	\$ 803,064	\$ 978,677	\$ 1,086,185	\$ 1,086,185	\$ 1,174,565	\$ 1,260,215	\$ 1,357,553	\$ 1,460,427
Interfund Transfers to Other Funds	\$ 775,084	\$ 2,154,882	\$ 1,202,680	\$ 801,043	\$ 189,772	\$ 189,772	\$ 444,772	\$ 407,272	\$ 659,772	\$ 137,272
<b>Total Expenditures</b>	<b>\$ 6,494,704</b>	<b>\$ 7,679,443</b>	<b>\$ 7,549,615</b>	<b>\$ 7,743,974</b>	<b>\$ 8,194,983</b>	<b>\$ 8,194,983</b>	<b>\$ 8,925,696</b>	<b>\$ 9,409,715</b>	<b>\$ 10,111,641</b>	<b>\$ 10,068,816</b>
	0	(0)	0	(0)	-	-	-	(0)	-	(0)
<b>Surplus (Deficit)</b>	<b>\$ 220,976</b>	<b>\$ (650,966)</b>	<b>\$ (175,351)</b>	<b>\$ (452,659)</b>	<b>\$ (407,358)</b>	<b>\$ (407,358)</b>	<b>\$ (1,152,971)</b>	<b>\$ (1,594,537)</b>	<b>\$ (2,220,115)</b>	<b>\$ (2,137,671)</b>
<b>Potential Strategies to Promote Fiscal Balance</b>										
<i>Describe Local Actions</i>										
Increase sewer rates (FY 25/26) = 5.0%							\$ 208,211	\$ 208,211	\$ 208,211	\$ 208,211
Increase sewer rates (FY 26/27) = 30.0%							\$ -	\$ 1,311,726	\$ 1,311,726	\$ 1,311,726
Increase sewer rates (FY 27/28) = 10.0%							\$ -	\$ -	\$ 568,415	\$ 568,415
Increase sewer rates (FY 27/28) = 5.0%							\$ -	\$ -	\$ -	\$ 309,432
Appropriate/ (replenish) fund balance						\$ 407,358	\$ 944,760	\$ 74,600	\$ 131,763	\$ (260,113)
<i>Describe Other Actions</i>										
<b>Total Effect of Strategies to Promote Fiscal Balance</b>						<b>\$ 407,358</b>	<b>\$ 1,152,971</b>	<b>\$ 1,594,537</b>	<b>\$ 2,220,115</b>	<b>\$ 2,137,671</b>
<b>Budgetary Reserves and Other Net Assets</b>										
Fund Equity, Beg. of Year	\$ 3,445,723	\$ 3,666,698	\$ 3,015,733	\$ 2,840,382	\$ 2,387,723	\$ 2,387,723	\$ 1,980,365	\$ 827,394	\$ (767,144)	\$ (2,987,259)
Fund Equity, End of Year	\$ 3,666,698	\$ 3,015,733	\$ 2,840,382	\$ 2,387,723	\$ 1,980,365	\$ 1,980,365	\$ 827,394	\$ (767,144)	\$ (2,987,259)	\$ (5,124,930)
Reserved Fund Balance - Encumbrances	\$ 49,663	\$ 131,983	\$ 298,385	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Appropriated	\$ -	\$ 1,210,000	\$ 510,202	\$ 407,358	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unreserved Fund Balance</b>	<b>\$ 3,617,035</b>	<b>\$ 1,673,749</b>	<b>\$ 2,031,794</b>	<b>\$ 1,980,365</b>	<b>\$ 1,980,365</b>	<b>\$ 1,980,365</b>	<b>\$ 827,394</b>	<b>\$ (767,144)</b>	<b>\$ (2,987,259)</b>	<b>\$ (5,124,930)</b>
<b>Unreserved Unappropriated Fund Balance as % of next fiscal year revenues BEFORE rate adjustments</b>	51.46%	22.70%	27.87%	25.43%	25.48%	25.48%	10.59%	-9.72%	-37.66%	-64.62%
<b>Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance</b>										
<b>New Surplus (Deficit)</b>						<b>\$ (407,358)</b>	<b>\$ (944,760)</b>	<b>\$ (74,600)</b>	<b>\$ (131,763)</b>	<b>\$ 260,113</b>
Fund Equity, Beg. of Year						\$ 2,387,723	\$ 1,980,365	\$ 1,035,605	\$ 961,004	\$ 829,241
Fund Equity, End of Year						\$ 1,980,365	\$ 1,035,605	\$ 961,004	\$ 829,241	\$ 1,089,354
Reserved Fund Balances						\$ -	\$ -	\$ -	\$ -	\$ -
<b>Unreserved Fund Balance</b>						<b>\$ 1,980,365</b>	<b>\$ 1,035,605</b>	<b>\$ 961,004</b>	<b>\$ 829,241</b>	<b>\$ 1,089,354</b>
<b>Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments</b>	51.46%	22.70%	27.87%	25.43%	33725.48%	25.48%	13.25%	12.18%	10.46%	13.74%

# EXEMPTION IMPACT REPORT

# City of Watertown 2024 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

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**U.S.A. OWNED - RPTL §400(1)** Real property that is owned by the U.S. Government.  
 \$9,278,700 - 0.55%  
 # of parcels 1  
 PILOT Payments \$0  
 Impact\* \$9.56  
 STATE MANDATED

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**NYS OWNED - RPTL §404(1)** Real property owned by the State of New York or any of its departments or agencies.  
 \$20,017,650 - 1.20%  
 # of parcels 37  
 PILOT Payments \$0  
 Impact\* \$20.44  
 STATE MANDATED

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**CITY OWNED - RPTL §406(1)** Real property that is owned by a city, is located within the boundaries of the owning municipal corporation, and is held for public use.  
 \$111,893,550 - 6.69%  
 # of parcels 218  
 PILOT Payments \$0  
 Impact\* \$105.80  
 STATE MANDATED

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**COUNTY OWNED - RPTL §406(1)** Real property that is owned by a county, is located within the boundaries of the owning municipal corporation, and is held for public use.  
 \$50,024,720 - 2.99%  
 # of parcels 52  
 PILOT Payments \$0  
 Impact\* \$49.78  
 STATE MANDATED

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**City Tax Sale CT - RPTL §406(5)** City owned property obtained through tax sale not used for a public purpose. Exempt from City and County taxes for 3 years  
 \$324,850 - 0.02%  
 # of parcels 30  
 PILOT Payments \$0  
 Impact\* \$0.34  
 STATE MANDATED

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**SCHOOLPROP - RPTL §408** Real property owned by a school district or Board of Cooperative Educational Services (BOCES).  
 \$51,105,900 - 3.05%  
 # of parcels 12  
 PILOT Payments \$0  
 Impact\* \$50.81  
 STATE MANDATED

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\*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 \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 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

---

**Ind Develop Agency - RPTL §412-a & Gen Muny L §874** Real property that is owned or under the control of a municipal industrial development agency (IDA) and is located and used as required.  
 \$24,711,700 - 1.48%  
 # of parcels 11  
 PILOT Payments \$44,385  
 Impact\* \$20.82  
 STATE MANDATED

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**NotForProfit-Char - RPTL §420-a** 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.  
 \$13,913,800 - 0.83%  
 # of parcels 12  
 PILOT Payments \$0  
 Impact\* \$14.28  
 STATE MANDATED

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**NotForProfit-Educ - RPTL §420-a** 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.  
 \$17,103,100 - 1.02%  
 # of parcels 3  
 PILOT Payments \$0  
 Impact\* \$17.51  
 STATE MANDATED

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**NotForProfit-Hosp - RPTL §420-a** 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.  
 \$93,517,372 - 5.59%  
 # of parcels 15  
 PILOT Payments \$0  
 Impact\* \$89.75  
 STATE MANDATED

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**NotForProfit-Moral - RPTL §420-a** 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.  
 \$16,466,200 - 0.98%  
 # of parcels 23  
 PILOT Payments \$0  
 Impact\* \$16.87  
 STATE MANDATED

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**NotForProfit-Relig - RPTL §420-a** 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.  
 \$46,744,591 - 2.79%  
 # of parcels 57  
 PILOT Payments \$0  
 Impact\* \$46.65  
 STATE MANDATED

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\*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 \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
<p><b>HOSTEL - RPTL §422</b>                      \$2,273,250 - 0.14%                      # of parcels 19                      PILOT Payments \$0                      Impact* \$2.36                      STATE MANDATED</p>	<p>Real property owned by certain private housing companies that is used for a hostel for the mentally ill or retarded.</p>
<p><b>NOPROF-HSG - RPTL §422</b>                      \$2,602,100 - 0.16%                      # of parcels 2                      PILOT Payments \$0                      Impact* \$2.70                      STATE MANDATED</p>	<p>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.</p>
<p><b>NPROFNURSG - RPTL §422</b>                      \$21,184,800 - 1.27%                      # of parcels 2                      PILOT Payments \$0                      Impact* \$21.61                      STATE MANDATED</p>	<p>Real property owned by certain private housing companies that is used for a nursing home or other health-related facility for low-income persons.</p>
<p><b>CEMTRYASSC - RPTL §446</b>                      \$285,500 - 0.02%                      # of parcels 1                      PILOT Payments \$0                      Impact* \$0.30                      STATE MANDATED</p>	<p>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.</p>
<p><b>Veterans Organization - RPTL §452</b>                      \$691,100 - 0.04%                      # of parcels 2                      PILOT Payments \$0                      Impact* \$0.72                      STATE MANDATED</p>	<p>Real property owned by a corporation, association, or post of war veterans of the U.S. Armed Forces (such as the American Legion).</p>
<p><b>CLERGY - RPTL §460</b>                      \$1,500 - 0.00%                      # of parcels 1                      PILOT Payments \$0                      Impact* \$0.00                      STATE MANDATED</p>	<p>Real property that is owned by a member of the clergy who is engaged in the work of his or her religious denomination to the extent of \$1,500 of assessed value.</p>

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
<b>Religious Residence - RPTL §462</b> \$961,500 - 0.06% # of parcels 6 PILOT Payments \$0 Impact* \$1.00 STATE MANDATED	Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.
<b>NOPROFMED - RPTL §486 &amp; Ins L §4310(j)</b> \$2,729,800 - 0.16% # of parcels 1 PILOT Payments \$0 Impact* \$2.83 STATE MANDATED	Real property owned by nonprofit medical indemnity corporations, dental indemnity corporations, health service corporations, and hospital service corporations.
<b>RAILROAD - RPTL §489-d, 489-dd</b> \$1,838,996 - 0.11% # of parcels 1 PILOT Payments \$0 Impact* \$1.91 STATE MANDATED	Transportation property of railroads receiving ceiling values determined by the NYS Board of Real Property Services is exempt from taxation and special ad valorem levies to the extent that its assessed value exceeds the ceiling value.
<b>Sub Totals for State Mandated Exemptions</b> <b>Exempt amount \$487,670,679</b> <b># of parcels 506</b> <b>% of assessment roll 29.14%</b> <b>PILOT payments \$44,385.00</b> <b>Impact* \$476.02</b>	
Name - Legal Authority	Description
<b>Housing Dev Fund CTS - PHFL §577(1),(3)</b> \$10,686,200 - 0.64% # of parcels 5 PILOT Payments \$40,115 Impact* \$7.06 LOCAL OPTION	Real property that is owned or under the control of a housing development fund company which is a subsidiary of the NYS Urban Development Corporation (UDC) but is not organized on a not-for-profit basis, and is used for co-op low-income housing.

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

<p><b>Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6)</b>            \$19,834,600 - 1.19%            # of parcels 10            PILOT Payments \$55,000            Impact* \$14.90            LOCAL OPTION</p>	<p>Real property that is owned or under the control of a municipal housing authority (MHA), financed or aided by a municipality or the federal government, but not by New York State, and used for low-income housing.</p>
<p><b>Town O/S Limits - RPTL §406(2)</b>            \$250,000 - 0.01%            # of parcels 1            PILOT Payments \$0            Impact* \$0.26            LOCAL OPTION</p>	<p>Two types of property owned by a town outside its boundaries: (1) a sewage disposal plant or system owned by any municipality and (2) a water plant, pumping station, water treatment plant, watershed, or reservoir. The exemption is allowed only if agreed to in writing by the governing board of the taxing jurisdiction in which the property is located.</p>
<p><b>NotForProfit-Permis - RPTL §420-b</b>            \$2,141,500 - 0.13%            # of parcels 3            PILOT Payments \$0            Impact* \$2.22            LOCAL OPTION</p>	<p>Real property that is owned by a nonprofit corporation or association organized exclusively for one or more specific purposes (bible, tract, benevolent, missionary, infirmary, public playground, scientific, literary, bar association, medical society, library, patriotic, historical, development of good sportsmanship for persons under age 18 through the conduct of supervised athletic games, or enforcement of laws relating to children or animals) and is used exclusively for carrying out one or more of these purposes. Each of these purposes is exempt unless specifically revoked by local law, ordinance, or resolution (after a public hearing).</p>
<p><b>Home Imp 421-F City - RPTL §421-f</b>            \$208,052 - 0.01%            # of parcels 7            PILOT Payments \$0            Impact* \$0.22            LOCAL OPTION</p>	<p>One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$80,000. This exemption applies only to the City and is given only in the event that the exemption is greater than the \$50,000 School limit.</p>
<p><b>Home Imp 421-F City &amp;S - RPTL §421-f</b>            \$429,241 - 0.03%            # of parcels 44            PILOT Payments \$0            Impact* \$0.45            LOCAL OPTION</p>	<p>One- and two-family residences that are reconstructed, altered, or improved where the increase in value is greater than \$3,000. Exempt amount is the additional value due to improvements up to \$50,000.</p>

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority	Description
<p><b>% VET CT - RPTL §458</b>                      \$575,164 - 0.03%                      # of parcels 12                      PILOT Payments \$0                      Impact* \$0.60                      LOCAL OPTION</p>	<p>Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds". Before it's repeal in 1994 this exemption was given to all recipients of the standard eligible fund exemption requiring a change to the exempt amount in proportion to the change in assessed value of the veteran's property resulting from a revaluation.</p>
<p><b>VETFUNDC/T - RPTL §458</b>                      \$9,250 - 0.00%                      # of parcels 5                      PILOT Payments \$0                      Impact* \$0.01                      LOCAL OPTION</p>	<p>Real property owned by a veteran (or a qualifying family member) that was purchased with proceeds from certain forms of government compensation known as "eligible funds".</p>
<p><b>VET COM CT - RPTL §458-a</b>                      \$7,341,174 - 0.44%                      # of parcels 374                      PILOT Payments \$0                      Impact* \$7.58                      LOCAL OPTION</p>	<p>The primary residence of a veteran of the United States Armed Services who actively served during a period of war and served in a combat zone.</p>
<p><b>VET DIS CT - RPTL §458-a</b>                      \$8,843,156 - 0.53%                      # of parcels 286                      PILOT Payments \$0                      Impact* \$9.12                      LOCAL OPTION</p>	<p>The primary residence of a veteran who sustained service-related disabilities, as evidenced by receipt of disability compensation rating from the Veterans Administration or the Department of Defense are eligible for a percentage exemption equal to one-half of their disability rating.</p>
<p><b>VET WAR CT - RPTL §458-a</b>                      \$2,959,336 - 0.18%                      # of parcels 253                      PILOT Payments \$0                      Impact* \$3.07                      LOCAL OPTION</p>	<p>The primary residence of a veteran of the United States Armed Services who actively served during a period of war.</p>
<p><b>AGED C/T/S - RPTL §467</b>                      \$632,325 - 0.04%                      # of parcels 18                      PILOT Payments \$0                      Impact* \$0.66                      LOCAL OPTION</p>	<p>Real property that is owned by persons 65 years of age or older whose income does not exceed \$18,500.</p>

\*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$111,948 and a tax levy of \$11,840,644 (Proposed) .

# City of Watertown 2024 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

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## **AGED T/S - RPTL §467**

\$645,972 - 0.04%

# of parcels 27

PILOT Payments \$0

Impact\* \$0.67

LOCAL OPTION

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**Bus Improv 485-B - RPTL §485-** 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.

\$1,985,611 - 0.12%

# of parcels 27

PILOT Payments \$0

Impact\* \$2.06

LOCAL OPTION

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### **Sub Totals for Local Option Exemptions**

**Exempt amount \$56,541,581**

**# of parcels 1072**

**% of assessment roll 3.38%**

**PILOT payments \$95,115.00**

**Impact\* \$48.86**

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### **Grand Totals for All Exemptions**

**Exempt amount \$544,212,260**

**# of parcels 1578**

**% of assessment roll 32.52%**

**PILOT payments \$139,500.00**

**Impact\* \$524.88**

\*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 \$111,948 and a tax levy of \$11,840,644 (Proposed) .



**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: 04/16/2024

Taxing Jurisdiction: City of Watertown

Fiscal Year Beginning: July 1, 2024

Total equalized value in taxing jurisdiction: \$2,092,154,286

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)	37	\$25,022,062	1.20%
13100	CO - GENERALLY	RPTL 406(1)	52	\$62,530,900	2.99%
13350	CITY - GENERALLY	RPTL 406(1)	218	\$139,866,938	6.69%
13570	TOWN O/S LIMITS - SPECIFIED USES	RPTL 406(2)	1	\$312,500	0.01%
13800	SCHOOL DISTRICT	RPTL 408	12	\$63,882,375	3.05%
14100	USA - GENERALLY	RPTL 400(1)	1	\$11,598,375	0.55%
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	11	\$30,889,625	1.48%
18080	MUN HSNG AUTH-FEDERAL/MUN AIDED	PUB HSNG L 52(3)&(5)	10	\$24,793,250	1.19%
21600	RES OF CLERGY - RELIG CORP OWNER	RPTL 462	6	\$1,201,875	0.06%
25110	NONPROF CORP - RELIG(CONST PROT)	RPTL 420-a	57	\$58,430,739	2.79%
25120	NONPROF CORP - EDUCL(CONST PROT)	RPTL 420-a	3	\$21,378,875	1.02%
25130	NONPROF CORP - CHAR (CONST PROT)	RPTL 420-a	12	\$17,392,250	0.83%
25210	NONPROF CORP - HOSPITAL	RPTL 420-a	15	\$116,896,715	5.59%
25230	NONPROF CORP - MORAL/MENTAL IMP	RPTL 420-a	23	\$20,582,750	0.98%
25300	NONPROF CORP - SPECIFIED USES	RPTL 420-b	3	\$2,676,875	0.13%
25500	NONPROF MED, DENTAL, HOSP SVCE	RPTL 486	1	\$3,412,250	0.16%
26100	VETERANS ORGANIZATION	RPTL 452	2	\$863,875	0.04%
27350	PRIVATELY OWNED CEMETERY LAND	RPTL 446	1	\$356,875	0.02%
28110	NOT-FOR-PROFIT HOUSING COMPANY	RPTL 422	2	\$3,252,625	0.16%
28520	NOT-FOR-PROFIT NURSING HOME CO	RPTL 422	2	\$26,481,000	1.27%
28540	NOT-FOR-PROFIT HOUS CO - HOSTELS	RPTL 422	19	\$2,841,562	0.14%
33401	TAX SALE - CITY OWNED	RPTL 406(5)	30	\$406,062	0.02%
41101	VETS EX BASED ON ELIGIBLE FUNDS	RPTL 458(1)	5	\$11,562	0.00%
41111	VET PRO RATA: FULL VALUE ASSMT	RPTL 458(5)	12	\$718,955	0.03%
41121	ALT VET EX-WAR PERIOD-NON-COMBAT	RPTL 458-a	253	\$3,699,170	0.18%
41131	ALT VET EX-WAR PERIOD-COMBAT	RPTL 458-a	374	\$9,176,468	0.44%
41141	ALT VET EX-WAR PERIOD-DISABILITY	RPTL 458-a	286	\$11,053,945	0.53%
41400	CLERGY	RPTL 460	1	\$1,875	0.00%
41800	PERSONS AGE 65 OR OVER	RPTL 467	18	\$790,406	0.04%
41806	PERSONS AGE 65 OR OVER	RPTL 467	27	\$807,465	0.04%
44213	HOME IMPROVEMENTS	RPTL 421-f	7	\$260,065	0.01%
44216	HOME IMPROVEMENTS	RPTL 421-f	44	\$536,551	0.03%
47100	Mass Telecomm Ceiling	RPTL S499-qqqq	4	\$125,290	0.01%
47200	RAILROAD - PARTIALLY EXEMPT	RPTL 489-d&dd	1	\$2,298,745	0.11%
47611	USINESS INVESTMENT PROPERTY POST 8/5/9	RPTL 485-b	27	\$2,482,014	0.12%
48660	HOUSING DEVELOPMENT FUND CO	P H F I L 577,654-a	5	\$13,357,750	0.64%
<b>Totals</b>			1582	\$680,390,614	32.52%

The exempt amounts do not take into consideration any payments for municipal services.

Amount, if any, attributed to payments in lieu of taxes: \$139,500.00  
 (details contained on RP-495-PILOT)



**LOCAL GOVERNMENT EXEMPTION IMPACT REPORT**  
(for local use only -- not to be filed with NYS Board of Real Property Services)

Date: 04/16/2024

Taxing Jurisdiction: City of Watertown

Fiscal Year Beginning: July 1, 2024

Total equalized value in taxing jurisdiction: \$ \$2,092,154,286

Exemption Code (Column A)	Exemption Description (Column B)	Statutory Authority (Column C)	Number of Exemptions (Column D)	Payments in Lieu of Taxes (PILOTs) (Column E)
18020	MUNICIPAL INDUSTRIAL DEV AGENCY	RPTL 412-a	11	\$44,385
18080	MUN HSNG AUTH-FEDERAL/MUN	PUB HSNG L 52(3)&(5)	10	\$55,000
48660	HOUSING DEVELOPMENT FUND CO	P H F I L 577,654-a	5	\$40,115
<b>Totals</b>			26	\$139,500.00

# FEES AND CHARGES SCHEDULE



City of Watertown  
City Fees and Charges Schedule  
Fiscal Year 2024-25

Proposed for: July 1, 2024

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**City Clerk Fees**

**Certified Copies**

Certified Birth Certificate	\$10
Certified Death Certificate	\$10
Certified Marriage Certificate	\$10
Genealogy Search	\$22

**Marriage License and Wedding Ceremony**

Marriage License	\$40
Duplicate Marriage License	\$20
<b>Wedding Ceremony</b>	<del>\$70.00</del> <b>\$75</b>
One-Day Marriage Officiant License	\$25

**Dog License**

Spayed or Neutered, per year	\$15
Not Spayed or Neutered, per year	\$25

**Handicap Parking Permit**

Permanent or Temporary	No Fee
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**Racing and Wagering**

Bingo, per occasion	\$18.75 + 3% of proceeds
Bell Jar, per year	\$25
Casino Nights, per occasion	\$25 + 5% of proceeds
Raffle - Category 1	\$25 + 2% of proceeds

**Commissioner of Deeds**

Application Fee	\$25
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**Business Permits and Licenses**

Vending in Public Streets, per year	<del>\$100</del> <b>\$150</b>
Garbage Collector, Private, per year	
License Fee	<del>\$250</del> <b>\$300</b>
Each Additional Vehicle	<del>\$125</del> <b>\$150</b>
Inspection Fee for Each Vehicle	<del>\$45</del> <b>\$50</b>

**Liquidation Sale, per month**

License Fee for 30 Days	\$500
Renewal of License for Additional 30 Days	\$50
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**  
**FY 2024-25**

**City Comptroller Fees**

<b>Parking Ticket</b>	\$30
15 Days After Issue Date	\$40
30 Days After Issue Date	\$45
<b>Handicap Parking Ticket</b>	\$50
Second or Subsequent Offense Within 2 Years	\$75
<b>Returned Check Fee</b>	\$20
<b>Tax Certification</b>	\$5
<b>Tax Search</b>	\$10
<b>Lien Search Fee</b>	\$95
<b>Tax Sale Advertising Fee</b>	\$15
<b>Tax Sale Certificate Filing Fee</b>	\$50
<b>Tax Deed Preparation Fee</b>	\$15
<b>Online Bill Payment Processing Fee</b>	
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**  
**FY 2024-25**

**Civil Service Fees**

Open Competitive and Promotional Exams	\$15
Decentralized Exams	\$15
Uniformed Service Exams	\$25
Uniformed Promotional Exams	\$15

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Code Enforcement Fees**

**Building Fees for New Construction**

Permit Fee Based on Estimated Cost of Work\*

\$0 - \$500		\$20 (minimum fee)
\$501 - \$2,000		\$50.00
\$2,001 - \$25,000	<del>\$50 for the first \$2,000; \$6.50 for each additional \$1,000 or fraction thereof</del>	\$50 for the first \$2,000; \$7 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	<del>\$200 for the first \$25,000; \$4.50 for each additional \$1,000 or fraction thereof</del>	\$211 for the first \$25,000; \$6 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	<del>\$275 for the first \$50,000; \$3 for each additional \$1,000 or fraction thereof</del>	\$361 for the first \$50,000; \$6 for each additional \$1,000 or fraction thereof
\$100,001 - \$250,000	<del>\$650 for the first \$100,000; \$3 for each additional \$1,000 or fraction thereof</del>	\$661 for the first \$100,000; \$5 for each additional \$1,000 or fraction thereof
\$250,001 - \$500,000	<del>\$725 for the first \$250,000; \$2.50 for each additional \$1,000 or fraction thereof</del>	\$1,411 for the first \$250,000; \$5 for each additional \$1,000 or fraction thereof
\$500,001 - \$1,000,000	<del>\$1,475 for the first \$500,000; \$2.50 for each additional \$1,000 or fraction thereof</del>	\$2,611 for the first \$500,000; \$4 for each additional \$1,000 or fraction thereof
\$1,000,001 - \$5,000,000	<del>\$2,725 for the first \$1,000,000; \$2.25 for each additional \$1,000 or fraction thereof</del>	\$4,555 for the first \$1,000,000; \$4 for each additional \$1,000 or fraction thereof

\* Estimated Cost of Work for New Construction Calculated as Follows

Residential	\$200 per sq ft
Commercial	\$400 per sq ft
Industrial	\$500 per sq ft
Garage/Misc.	\$50 per sq ft

**Building Fees for Maintenance & Repairs**

Permit Fee Based on Estimated Cost of Work\*\*

\$0 - \$500		\$20 (minimum fee)
\$501 - \$1,000	<del>\$20 for the first \$500; \$3 for each additional \$100 or fraction thereof</del>	\$20 for the first \$500; \$4 for each additional \$100 or fraction thereof
\$1,001 and above	<del>\$35 for the first \$1,000; \$3 for each additional \$1,000 or fraction thereof</del>	\$35 for the first \$1,000; \$4 for each additional \$1,000 or fraction thereof

\*\* Estimated Cost of Work for Maintenance & Repairs Calculated as Follows

Residential	\$75 per sq ft
Commercial	\$150 per sq ft
Industrial	\$225 per sq ft
Garage/Misc.	\$25 per sq ft

**Penalty Fee (Work Prior To Permit)**

\$100

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Code Enforcement Fees (con't)**

**Various Permits**

Blasting	\$30
Fence	\$20
Fireworks	\$100
Food Truck	\$30
Heating (furnace, water heater, pellet stove, etc)	\$30
Operating Permit	\$30
Plumbing	\$30
Sign - Residential	\$20
Sign - Commercial	\$100
Sign - Billboard/Sky Sign	\$150
Tank (propane, oil, natural gas, etc)	\$30

**Certificate of Occupancy**

Final Certificate of Occupancy	\$0
First Provisional Certificate of Occupancy (up to 120 Days)	\$75
Extension Beyond the 120 Days From Date of Issuance	\$200

**Certificate of Compliance**

\$30

**Licensed Master Plumber**

Examination Fee (3 Exams)	<del>\$ 75</del>	\$100 per exam
Re-Examination Fee After 3 Months (3 Exams)	<del>\$ 100</del>	\$125 per exam
License Fee, Annual	<del>\$ 250</del>	\$300
Replacement of License Due to Loss	<del>\$ 5</del>	\$20

\*Remaining portion of year  
the test was passed will be  
covered by testing fee

**Demolition of Property Surcharge** - in addition to direct costs of demolition \$4,000

**Code Violation Surcharge** - in addition to actual cost of restraining, correcting  
or abating such condition (min charge 1 hr labor & 1 hr equipment) + materials [§120-37]

First Violation	\$100
Second Violation	\$250
Third Violation	<del>\$ 350</del> <span style="float: right;">\$450</span>
Fourth Violation	<del>\$ 450</del> <span style="float: right;">\$550</span>

**Vacant Building Registry**

Registration Fee	\$50
Administrative Fee (for failure to register)	\$150
Annual Inspection Fee	\$750

**Miscellaneous Fees**

Records Search	\$0
Plan Review - Residential 1 & 2 Family	\$0
Plan Review - Multifamily/Commercial & Industrial	
Projects costing \$19,999 or less	\$0
Projects costing \$20,000 or more w/NYS required stamped plans	\$75 per hour plus cost of permit
Black and White Photo Copies	\$0.25 per page
Color Photo Copies	\$1 per page

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Department of Public Works Fees**

**Refuse and Garbage**

Trash Sticker For Bag	<del>\$ 3.50</del>	\$4.25
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Trash Tote Service

32-Gallon Tote	<del>\$ 52</del>	\$65.00	per quarter
64-Gallon Tote	<del>\$ 78</del>	\$97.50	per quarter
96-Gallon Tote	<del>\$ 104</del>	\$130.00	per quarter

**Property Maintenance Violation**

Non-Sticker Bag Removal \$5 per bag

**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

**Snow Dump Permit**

Per Truck, Up To Three Trucks Per Business	\$150
Flat Fee For Four or More Trucks Per Business	\$600

**Conduit Access**

Initial Fee	\$500
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**  
**FY 2024-25**

**Bus Fees**

**Bus Fares**

\* Half-Fare rate applies to senior citizens (65 years of age or older) and persons with disabilities and Medicare

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
Regular (10 Rides), Half-Fare *	\$5
Regular (20 Rides)	\$20
Regular (20 Rides), Half-Fare *	\$10
Monthly Unlimited	\$40
Monthly Unlimited, Half-Fare *	\$20

**Paratransit**

Fee based on two times the cost of standard Individual Base Fare Adult and allows for passenger and one caregiver

Individual	\$3
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**Advertising Displays on CitiBus**                      \* 10% Discount if year is paid in full

Prices include rental of the advertising space only. Prices do NOT include artwork, materials, production, installation and removal. These are the responsibility of advertiser and must be approved by CITIBUS.

Driver Side/King Board (30" x 160")	
3 Months (\$175/mo)	\$525
6 Months (\$125/mo)	\$750
12 Months (\$105/mo)	\$1,260
Passenger Side/King Board (30" x 160")	
3 Months (\$175/mo)	\$525
6 Months (\$125/mo)	\$750
12 Months (\$105/mo)	\$1,260
Driver Side/Queen Board (30" x 70")	
3 Months (\$150/mo)	\$450
6 Months (\$100/mo)	\$600
12 Months (\$75/mo)	\$900
Passenger Side/Queen Board (30" x 70")	
3 Months (\$150/mo)	\$450
6 Months (\$100/mo)	\$600
12 Months (\$75/mo)	\$900
Back/Tail (21" x 72")	
3 Months (\$175/mo)	\$525
6 Months (\$150/mo)	\$900
12 Months (\$125/mo)	\$1,500
Interior/Rails (11" x 28")	
3 Months (\$35/mo)	\$105
6 Months (\$30/mo)	\$180
12 Months (\$25/mo)	\$300

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Engineering Fees**

<b>Floodplain Development Permit***</b>	\$25
***in addition to any costs necessary for the review, inspection and approval of the project	
<b>Dumpster Permit</b>	\$50
<b>Sidewalk Permit</b>	\$0
<b>Curbs and Pavement Cuts</b>	
Curb Cuts	\$100
Pavement Cuts, up to 3 sq yds	\$200
Pavement Cuts, each additional sq yd thereafter	\$30
Specialty Pavement Cut	\$150 + actual cost of repair and replacement
<b>Septic Tanks and Lateral Disconnections</b>	
Septic Tank Permit	\$50
Disconnect & Plugging of Unused or Abandoned Lateral Sewers	\$50
Repair/Renewal of Existing Sanitary	\$0
<b>Sewer Permits - Inside the City</b>	
Residential Sanitary	\$100
Residential Storm	\$100
Commercial Sanitary	\$200
Commercial Storm	\$200
Industrial Sanitary	\$300
Industrial Storm	\$300
<b>Sewer Permits - Outside the City</b>	
Residential Sanitary	\$300
Residential Storm	\$300
Commercial Sanitary	\$550
Commercial Storm	\$550
Industrial Sanitary	\$550
Industrial Storm	\$550

# City of Watertown

## City Fees and Charges Schedule

FY 2024-25

### Parks and Recreation Fees\*

\* Military personnel and their immediate families, upon producing military ID, will be charged at the City Resident rate

Arena - Ice Time for Groups	City Resident	Non City Resident
Minor Hockey & Figure Skating / Student Groups	<del>\$ 85</del>	\$90 per hour
Adult and Non City Groups	<del>\$ 125</del>	\$130 per hour
Events Where Admission / Donation is Charged	\$160	\$200 per hour
School Ice Skating (Mon - Fri 12:00pm - 2:30pm)	\$3 per student to cover cost of skating and rentals	

Arena - Ice Time	City Resident	Non City Resident
Public Skating	\$4	\$5 per day
Public Skating (children under the age of 4 years old)	No Charge	No Charge
Season Public Skating Pass	\$125	\$156 season
Family Ice Skating Pass	\$250	\$313 season
Family Ice Skating (All Events)	\$350	\$438 season
Skate & Shoot	\$5	\$6 per day
Season Skate & Shoot Pass	\$125	\$156 season
Season Skate & Shoot Pass and Public Skate	\$200	\$250 season
Ice Skate Rental	<del>\$ 3</del> \$4	<del>\$ 4</del> \$5 per day
Ice Skate Rental (children under the age of 4 years old)	No Charge	No Charge
Ice Skate Sharpening	\$5	\$6 per day
Rock & Skate	\$5	\$6 per day
Slip Slide & Skate		
Per Season	\$25	\$50 season
Per Season - With Skate Rental	\$35	\$70 season
Broomball	\$5	\$6 per day
Broomball Equipment Rental	\$3	\$4 per broom
Replacement ID Card	\$5	\$6 per card

Arena - Rental of Space	City Resident	Non City Resident
Arena Rental / Performances	\$1,250	\$1,500 per day
Performances - Day Before / After	\$625	\$750 per day
Arena Rental Non Ice Time	\$100	\$125 per hour
Multipurpose Room - Daily	\$100	\$125 per day
Multipurpose Room - Hourly	\$25	\$31 per hour
Vendor Space	\$100	\$125 per day
Large Stage Set Up	\$1,000	\$1,250 per event
Small Stage Set Up	\$500	\$625 per event
Hospitality Room	\$250	\$313 per day
Office Rental - Seasonal	\$500	\$625 per season
Office Rental - Monthly	\$85	\$105 per month
Birthday Party Room	\$50	\$63 per party
Arena Concession - Per Vendor	\$250	\$313 per day
Arena Concession - Unlimited Concession Stands	\$1,000	\$1,250 per day
Craft and Vendor Fairs - Booth w/o Electricity	\$40	\$50 per day
Craft and Vendor Fairs - Booth w/ Electricity	\$50	\$63 per day

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Parks and Recreation Fees (con't)**

<b>Miscellaneous Arena Fees</b>	<b>City Resident</b>	<b>Non City Resident</b>
Admission to Events		
Craft and Vendor Fairs	\$3	\$3 per day
Special Events Sponsored by Parks & Rec	\$5	\$5 per day
Advertising Fees		
Advertising Signs in Arena	\$400	\$500 May-Aug
Advertising on TV in Lobby	\$100	\$125 per month

<b>Chairs and Table Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Chair Rental: Up to 500 Chairs	\$1	\$1.25 per day
Chair Rental: 501 - 1000	\$0.75	\$1 per day
Chair Rental: 1001+	\$0.50	\$0.75 per day
Table Rental: 1 - 20 Tables	\$4	\$5 per day
Table Rental: 21+ Tables	\$3	\$4 per day

<b>Field Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Fairgrounds Main Baseball Field - Grandstand		
Hourly	\$85	\$110 per hour
Lights	\$75	\$100 per day
Fairgrounds Main Multipurpose Field - Outdoor Stadium		
Hourly	\$75	\$100 per hour
Lights	\$75	\$100 per day
Fairgrounds Horse Ring	\$60	\$75 per day
Municipal Fairgrounds Rental	\$300	\$375 per day
Other Athletic Fields		
Hourly	\$30	\$37.50 per hour
Lights	\$40	\$50 per day
Performances	\$1,000	\$1,250 per day
Day Before / After	\$500	\$625 per day
Practice - Schools Within City Limits & JCC	50%	N/A per hr

<b>Field Rental For Tournaments</b>	<b>City Resident</b>	<b>Non City Resident</b>
Main Fields - Non-Profit 501C3	\$50	\$63 per hour
Other Fields - Non-Profit 501C3	\$20	\$25 per hour
Regular For Profit Events	Hourly rate	Hourly rate per day
Additional Chalk Lining	\$25	\$31 per lining

<b>Naming Rights - Athletic Fields (5 year term - fields used mid-April through early-October)</b>		
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

	<b>City Resident</b>	<b>Non City Resident</b>
<b>Turf</b>	\$20	\$25 per bag

# City of Watertown

## City Fees and Charges Schedule

FY 2024-25

### Parks and Recreation Fees (con't)

<b>Parking</b>	<b>City Resident</b>	<b>Non City Resident</b>
Parking - Arena Concert / Performance / Show	\$1,500	\$1,875 per event
Parking - Outdoor Events	\$3,000	\$3,750 per event
<b>RV sites</b>	<b>City Resident</b>	<b>Non City Resident</b>
With Utility Hookup	\$25	\$31 per night
Without Utility Hookup	\$15	\$19 per night
<b>Jefferson County Agriculture Society Fair</b>		
Arena Rental - Fair		\$3,000 fair
RV Sites - Fair Week		\$75 per site
Concessions - Jeff Co Ag Society		\$1,000 fair
<b>Marquee Advertising</b>	<b>City Resident</b>	<b>Non City Resident</b>
Non Parks and Recreation Events - Daily	\$10	\$13 per day
Non Parks and Recreation Events - Weekly	\$50	\$63 per week
<b>Miscellaneous Parks and Recreation Fees</b>	<b>City Resident</b>	<b>Non City Resident</b>
Vendor Fee	\$50	\$63 per event
Vendor Fee - Large Event ( <i>1,000+ anticipated</i> )	\$300	\$375 per event
Event Fee	\$500	\$625 per day
Alcohol Permit Processing Fee	\$10	\$13 per day
<b>Pavilion Rentals</b>	<b>City Resident</b>	<b>Non City Resident</b>
Mayor Butler Pavilion	\$50	\$63 per day
Fairgrounds Pavilion	\$50	\$63 per day
Veterans Memorial Pavilion	\$50	\$63 per day
Marble Park Pavilion	\$50	\$63 per day
Thompson Park		
Large Pavilion - One of Four Quarters	\$50	\$63 per day
Large Pavilion - Full	\$200	\$250 per day
Picnic Areas	\$10	\$13 per day
Rotary Pavilion	\$50	\$63 per day
Pinnacle Pavilion	\$50	\$63 per day
Band Stand	\$25	\$31 per day
<b>Thompson Park - Garbage Removal for Large Groups</b>		
1-99 people		\$25 per day
100-199 people		\$50 per day
200+ people		\$75 per day
<b>Bubble Ball</b>	<b>City Resident</b>	<b>Non City Resident</b>
Bubble Ball Rental	\$5	\$6
Bubble Ball Event Fee	\$100	\$125
<b>Equipment Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Cross Country Skis/Boots	\$7	\$10 per day
Snowshoes	\$5	\$7 per day

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Parks and Recreation Fees (con't)**

**Team Sports Programs**

Men's and Coed Adult Softball	\$325	per team
Sunday Softball	\$300	per team
Volleyball Team	\$200	per team
Kickball Team	\$225	per team
Soccer Tournament	\$225	per team
Basketball Tournament	\$125	per team
Soccer Teams	\$225	per team
Sunday Football League	\$250	per team
Pickleball Tournament	\$40	per team

**Baseball and Softball Adult**

	<b>City Resident</b>	<b>Non City Resident</b>
Athletic Tournaments	\$200	\$300 per team

**Parks and Recreation Programs**

	<b>City Resident</b>	<b>Non City Resident</b>
Tennis Clinic	\$30	\$60 per person
Golf Lessons	\$50	\$100 per person
Youth Baseball & Softball Leagues	\$15	\$30 per person
Youth Swimming Lessons	<del>\$15</del> \$20	<del>\$30</del> \$40 per person
Fishing Clinic	\$30	\$60 per person
Family Yoga	\$10	\$20 per person
Scuba Diving Lessons	\$30	\$60 per person
Kid's Zumba	\$15	\$30 per person
Youth Running Club	\$20	\$40 per person
Horseback Riding Lessons	\$50	\$100 per person
Archery Day Camp	\$15	\$30 per person
Archery Week Camp	\$40	\$80 per person
Boot Camp Exercise Program	\$25	\$50 per person
Youth Camps	\$25	\$50 per person
Parks and Recreation Classes	\$25	\$50 per person
Pickleball Open Play (Arena)	\$4	\$5 per person
Pickleball Clinics	NEW \$10	NEW \$20 per person

**Pool Fees**

Daily Rate	\$0	\$3 per person
Group Rate (Schools, Camps, Rec Groups, etc.)	\$0	\$2 per person
Season Pass - Individual	\$0	\$30
Season Pass - Family (4)	\$0	\$90
Additional Family Members	\$0	\$15 per person

**Pool Rental Fee**

Groups of 25 or less	\$150	\$150 per hour for 1 or 2 hrs
Larger Groups - additional fee	\$25	\$25 per hour per lifeguard

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Parks and Recreation Fees (con't)**

<b>Thompson Park Golf Course</b>	<b>City Resident</b>	<b>Non-City Resident</b>
<b>Season Passes</b>		
18 & Under	\$125	\$150
22 & Under	\$275	\$325
Adult	\$750	\$825
Senior (62)	\$600	\$675
Senior Couple (62)	\$850	\$925
Family (2 Adults)	\$950	\$1,050
<i>Additional Student</i>	\$70	\$80
<b>Green Fees</b>		
9-Holes	\$18	\$20
18-Holes	\$25	\$28
<b>Green Fees - Fall Rates (Effective September 15th)</b>		
9-Holes	\$9	\$11
18-Holes	\$13	\$15
<b>Carts (Per Golfer)</b>		
9-Holes	\$10	\$11
18-Holes	\$15	\$16
<b>Tournament Fees</b>		
Per Entry	\$40	\$40
<b>Driving Range</b>		
Small	\$7	\$7
Large	\$10	\$10
<b>Club Rentals</b>		
Per Outing	\$5	\$10

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Police Fees**

Bike License	\$1
Copies	\$0.25 per page
Incident Report	\$0.25 per page
Motor Vehicle Report	\$0.25 per page
Records (Background) Check	\$10

**Police Academy**

Tuition	\$1,700 per enrollee
Tuition Credits	\$25 per instructor hour provided to Academy Training
Books and Supplies	\$300

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2024-25**

**Planning Department Fees**

**Zoning Reviews**

Special Use Permit	\$125
Site Plan Minor Review *	\$150
Site Plan Major Review **	\$250
Site Plan Waiver	\$75
Variance of Use or Area	\$200
Zoning Interpretation	\$200
Zone Change	\$125
Subdivision Review	\$150

\* 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