

**CITY OF WATERTOWN, NEW YORK**  
**AGENDA**  
**Monday, March 17, 2025**  
**7:00 p.m.**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, March 17, 2025 at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADOPTION OF MINUTES**

**COMMUNICATIONS**

**PRIVILEGE OF THE FLOOR**

**PUBLIC HEARING**

7:15 p.m.	Proposed Local Law No. 1 of 2025 - A Local Law Amending Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds
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**RESOLUTIONS**

Resolution No. 1 -	Nominating Ryan Henry-Wilkinson for Membership on the Board of Directors of the Community Action Planning Council of Jefferson County, Inc. (CAPC)
Resolution No. 2 -	Re-adopt Fiscal Year 2024-25 General Fund Budget – Establish City Forester Position and Eliminate Planner Position
Resolution No. 3 -	Re-adopting the Annual Rates of Pay for Management Employees for Fiscal Year 2024-25

**ORDINANCES**

**LOCAL LAW**

**OLD BUSINESS**

Tabled Resolution

Authorizing City of Watertown to Participate in the  
New York State Lead Rental Registry Program In  
Conjunction with Jefferson County

Proposed Local Law No. 1 of 2025 - A Local Law Amending Chapter 98 of the  
Code of the City of Watertown – Brush,  
Grass and Weeds

## **STAFF REPORTS**

1. Sale of Surplus Hydro-electricity – February 2025
2. Sales Tax Revenue – February 2025

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

## **ADJOURNMENT**

## **WORK SESSION**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
APRIL 7, 2025, AT 7:00 PM.**

Res No. 1

March 17, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Nominating Ryan Henry-Wilkinson for Membership on the Board of Directors of the Community Action Planning Council of Jefferson County, Inc. (CAPC)

As requested by the Community Action Planning Council of Jefferson County, Inc. (CAPC), a resolution has been prepared to nominate Ryan Henry-Wilkinson to their Board of Directors to serve the remainder of a two-year term expiring on December 31, 2025:

Ryan Henry-Wilkinson  
520 Holcomb Street  
Watertown, NY 13601

The attached resolution has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Nominating Ryan Henry-Wilkinson for Membership on the Board of Directors of the Community Action Planning Council of Jefferson County, Inc. (CAPC)

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

BE IT RESOLVED that the following individual is hereby nominated for membership on the Board of Directors of the Community Action Planning Council of Jefferson County, Inc. (CAPC) for a term expiring on December 31, 2025:

Ryan Henry-Wilkinson  
520 Holcomb Street  
Watertown, NY 13601

**Seconded by** \_\_\_\_\_



## COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON

Head Start/Pre-K • Housing & Energy Services • Child Care Resource and Referral Center • Family Center

March 3, 2025

Mr. Eric Wagenaar  
City Manager  
City of Watertown  
245 Washington Street  
Room 302, Municipal Building  
Watertown, NY 13601

RE: City of Watertown nomination to the Community Action Planning Council of Jefferson County's Board of Directors.

A handwritten signature in blue ink, appearing to read 'Eric'.

Dear Mr. Wagenaar:

We are reaching out to you to facilitate the next steps towards nominating a representative to the C.A.P.C. Board of Directors. According to the By-Laws of the Community Action Planning Council of Jefferson County, Inc., one third of our members must consist of elected public officials or their representatives. Any elected position within the City of Watertown can be nominated by the City Council; selected and approved by the CAPC Board of Directors, by resolution.

Our bylaws allow for up to two representatives of the City of Watertown. Currently, Stanley Zaremba is the designee of Council Member Lisa Ruggiero for a term expiring December 31, 2025, and Justin Brotherton was the designee for Mayor Sarah Pierce. In January Justin resigned his position due to his election as Family Court Judge. As a result, we currently have one opening on our Board.

To this end, our committee chair Cheryl Mayforth communicated with Mayor Sarah Pierce and we would like to recommend Ryan-Henry Wilkinson. Ryan is a former City Council Member and currently a transportation committee member for the City of Watertown.

If you should have any questions or need additional information, please do not hesitate to contact me.

Very Truly Yours,

A handwritten signature in blue ink, appearing to read 'Craig'.

Craig Cashman  
C.E.O.

cc:  
Sarah Pierce  
Cheryl Mayforth

March 17, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Re-adopt Fiscal Year 2024-25 General Fund Budget – Establish City Forester Position and Eliminate Planner Position

The Fiscal Year 2024-25 General Fund Budget included two Planner positions. One Planner has left City employment, resulting in a vacancy and a gap in the City's ability to manage its trees inventory. It is recommended that the City create a City Forester position and eliminate the vacant Planner position.

In recent years, the Planning Department has done all the tree management within the city under a planning position. With the resignation of Mike Demarco, the tree management plan has been idle, with no one to take it over. The recommendation is for the city to move a position from planning over to DPW. Essentially the same work would be done but under new supervision.

The Forester position coordinates tree removals (Ash trees, hazardous trees, conflict trees with utilities (NG), infected trees, conflict with uprooted sidewalks, etc.). The person also coordinates tree replacement (set up of volunteer tree plantings, ordering of trees, positioning of trees, type of trees, pruning, etc.). The position is also responsible for keeping the city "Tree City USA" by applying for and maintaining grants, maintaining the tree asset program, and coordinating schedules for yearly maintenance (watering, mulch installation, herbicides, and pesticides). They also coordinate all plantings, not just trees. Capital projects are also reviewed by this person for compliance with federal authorities (DEC).

Attached for City Council consideration is a resolution to re-adopt the Fiscal Year 2024-25 General Fund Budget to add the City Forester position and eliminate the Planner position.

**RESOLUTION**

Page 1 of 1

Re-adopt Fiscal Year 2024-25 General Fund  
Budget – Establish City Forester Position and  
Eliminate Planner Position

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS on June 3, 2024 the City Council adopted the Fiscal Year 2024-25 General Fund Budget, and

WHEREAS the adopted budget included two Planner positions, and

WHEREAS one of the Planners has left employment with the City, and

WHEREAS the City Manager recommends establishing a City Forester position under the supervision of the Department of Public Works and eliminating the vacant Planner position,

NOW THEREFORE BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby re-adopts the Fiscal Year 2024-25 General Fund Budget to add a City Forester position and eliminate a Planner position, and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby re-adopts the General Fund Budget for Fiscal Year 2024-25 and makes the following adjustments in the re-adopted Water Fund Budget:

Expenditures

A.5010.0110	Municipal Maintenance – Salaries	\$ 16,500
A.5010.0810	Municipal Maintenance – Retirement	\$ 2,125
A.5010.0830	Municipal Maintenance – Social Security	\$ 1,275
A.5010.0850	Municipal Maintenance – Health Insurance	\$ 5,350
A.8020.0110	Planning - Salaries	(\$16,500)
A.8020.0810	Planning – Retirement	(\$ 2,125)
A.8020.0830	Planning – Social Security	(\$ 1,275)
A.8020.0850	Planning – Health Insurance	(\$ 5,350)
Total Expenditures		<u>\$ -</u>

***Seconded by*** \_\_\_\_\_

Res No. 3

March 17, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Re-adopting Fiscal Year 2024-25 Annual Rates of Pay for Management Employees

Earlier in tonight's agenda was a resolution to add a City Forester position. If the position was added City Council should also amend the Annual Rates of Pay for Management Employees to add the position at a recommended Grade 24.



# RESOLUTION

Page 1 of 1

Re-adopting the Annual Rates of Pay for Management Employees for Fiscal Year 2024-25

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS on June 3, 2024, City Council adopted the Fiscal Year 2024-25 Annual Rates of Pay for Management Employees, and

WHEREAS the City Council established the new position of City Forester earlier in tonight's agenda, and

WHEREAS the City Council establishes that the City Forester position be a Grade 24 position,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby re-adopts the Annual Rates of Pay for Management Employees chart that is attached and made part of this resolution to add the position of City Forester at a Grade 24, and

BE IT FURTHER RESOLVED that the City Manager or their designee is authorized to start individual employees at the step he/she determines to be appropriate at the time of hire.

***Seconded by*** \_\_\_\_\_

**City of Watertown , NY**  
**Annual Rates of Pay for Management Employees- Effective July 1, 2024**

[illegible]

**Annual Rates of Pay for Management Employees- Effective July 1, 2024**

[illegible]

March 17, 2025

To: The Honorable Mayor and City Council

From: Eric Wagenaar, City Manager

Subject: Authorizing City of Watertown to Participate in the New York State Lead Rental Registry Program In Conjunction with Jefferson County

The Jefferson County Department of Public Health has expressed their desire to team with the City of Watertown for the mandatory New York State Lead Rental Registry. On February 4, 2025, the Jefferson County Legislature approved a resolution (attached) to execute an agreement with the City of Watertown not to exceed the term of the funding period ending March 31, 2029.

Attached for City Council consideration is a resolution approving the City of Watertown's participation in this program and authorizes City staff to begin developing a process to manage this program through the City's Code Enforcement Office. This will include the scope of work for both Jefferson County and the City of Watertown, staffing and equipment requirements, and program timelines. All funding for this program is provided through a New York State Grant. Once this process is fully developed and approved, a formal agreement with Jefferson County will be presented to Council for consideration prior to being executed.

At the March 3, 2025 Council Meeting, this resolution was tabled to allow for the Council Members and City Attorney Kristen Smith to research this request. Attorney Smith has now provided the necessary information, and the Council may proceed with considering the resolution.

**RESOLUTION**

Page 1 of 1

Authorizing City of Watertown to  
Participate in the New York State  
Lead Rental Registry Program in  
Conjunction with Jefferson County

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** Council Member Lisa A. Ruggiero

WHEREAS, per New York State Public Health Law Section 1377, a Lead Rental Registry Program must be established by local health departments in 25 communities of concern having the highest numbers of childhood lead poisonings and older rental properties, which may expose families to dangerous lead levels from peeling and chipping lead paint and dust, and

WHEREAS, the Program requires landlords in communities of concern to remove sources of lead exposure in pre-1980 rental units, and

WHEREAS, the City of Watertown is identified as a community of concern, and

WHEREAS, Jefferson County accepted a grant from totally \$554,200 in annual funding for the period April 1, 2024 through March 31, 2029 to address lead exposure concerns in pre-1980 rental units in the City of Watertown, and

WHEREAS, Jefferson County would like a portion of funds to be passed through to the City of Watertown to support the establishment and operation of the Lead Rental Registry Program inspection components through its Codes Enforcement Office,

NOW THEREFORE BE IT RESOLVED the City Council of the City of Watertown agrees to collaboratively operate the Lead Rental Registry Program alongside Jefferson County Public Health Service, and

BE IT FURTHER RESOLVED the City Council authorizes City Staff to begin developing a process for the management of this program through the City of Watertown Code Enforcement Office.

***Seconded by*** Council Member Clifford G. Olney III

**LOCAL LAW**

Page 1 of 3

A Local Law amending Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C..

Total .....

YEA	NAY

***Introduced by*** Council Member Lisa A. Ruggiero

A Local Law amending Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds.

WHEREAS, the New York Municipal Home Rule Law permits the adoption of local laws by a city in furtherance of the health, safety and welfare of the residents of the city, and

WHEREAS, Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds was adopted for the purpose of establishing exterior property (lawn and yard) maintenance standards, and

WHEREAS, there has been interest within the community to allow for pollinator gardens on private property within the City of Watertown, and

WHEREAS, by allowing lawns to grow longer and letting flowers bloom, nectar and pollen become more available to help pollinators thrive where flora resources are harder to find, especially in more urban areas,

WHEREAS, the City Council of the City of Watertown believes that it is in the best interests of the residents of the City of Watertown to update and amend Chapter 98 of the City Code to allow the growth of pollinator gardens, under certain guidelines,

NOW THEREFORE BE IT ENACTED that the City Council of the City of Watertown, New York, amends Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds to be as follows:

**§ 98-1 Restrictions.**

- A. Whenever in the City of Watertown there shall be growing on any property ragweed, poison ivy or other species of weed, plant or growth which is noxious or detrimental to the public health, or the seed, pollen or other emanation thereof, which, when carried through the air or otherwise dispersed, is noxious or detrimental to the public health, it shall be removed from said premises within five days after written notice is served on the owner, lessee, occupant or any person having control of said property by the Health Officer.

## LOCAL LAW

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A Local Law amending Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C..

Total .....

YEA	NAY

- B. It shall be unlawful for any owner, lessee or occupant, or any agent, servant, representative or employee of any such owner, lessee or occupant having control of any occupied or unoccupied lot or land or any part thereof in the City of Watertown, to permit or maintain on any such lot or land or on or along the sidewalk, street or alley adjacent to the same between the property line and the curb or for 10 feet outside the property line, if there is no curb, any growth of weeds, grass or other rank vegetation to a greater height than ten (10) inches on the average, or any accumulation of dead weeds, grass or brush.
- C. Pollinator Gardens: intentionally planted gardens designed to support pollinating insects such as bees, butterflies, and other beneficial insects. The Bureau of Code Enforcement is authorized and may, at its discretion, issue permits for pollinator gardens, on public or private property, for each calendar year.
1. Permit Standards.
    - a. Such gardens must be registered with the Bureau of Code Enforcement, providing a complete description and diagram, including the types of plants used, location of plantings and benefits to pollinators.
    - b. Registered pollinator gardens shall be exempt from the height restrictions in Chapter 98. Exceptions:
      1. As identified in Chapter 310-92 No structure, fence, landscaping barrier, or shrubbery (including pollinator plants) over three feet in height shall be maintained on any corner lot within a triangular shaped area which is formed and measured starting from a point located the intersection of the two street lines to the points on such lines a distance of 40 feet from their intersection and a line connecting such points.
      2. The height restrictions of 10” (inches) (Chapter 98) shall be required within two (2) feet of any public sidewalk or public street, or a fence or landscaping barrier shall be provided which adequately prevents all portions of plants over 10” (inches) from encroaching over the public sidewalk or public street.

**LOCAL LAW**

Page 3 of 3

A Local Law amending Chapter 98 of the Code of the City of Watertown – Brush, Grass and Weeds

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C..

Total .....

YEA	NAY

- c. Pollinator Gardens shall not be permitted within the City Margin. No portion of the Pollinator Garden shall encroach on any public sidewalk or public street.
- d. Pollinator Gardens shall be cut to a height of 10” (inches) and all cut vegetation and debris removed from the property prior to November 1<sup>st</sup> each calendar year. Cut vegetation and debris is permitted to be placed in a composting facility Chapter 310-47.

**§ 98-2 Removal required after notice.**

Such weeds, grass or other rank vegetation or any accumulation of dead weeds, grass or brush shall be cut and removed or caused to be cut and removed from said premises by such persons as often as may be necessary to comply with this chapter within five days after written notice is served on the aforesaid persons by the Health Officer or Superintendent of the Public Works Department.

**§ 98-3 Removal by City.**

After the period specified, the Health Officer or the Superintendent of the Public Works Department shall have the authority to proceed to clear the property as specified in Chapter 172 of the City Code.

**§ 98-4 Penalties for offenses.**

In addition to any of the remedies provided for herein, any person, firm or corporation violating any provision of this chapter shall, upon conviction, be subject to a fine of not less than \$50 nor more than \$250 for a first offense; not less than \$100 nor more than \$250 for a second offense; and not less than \$200 nor more than \$250 for a third, or more, offenses, all within the same calendar year. Each day of continued violation is a separate and distinct offense.

BE IT FURTHER ENACTED that this Local Law shall take effect immediately upon being filed with the New York Secretary of State.

***Seconded by*** Council Member Clifford G. Olney III



March 12, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sale of Surplus Hydro-electricity – February 2025

The City has received the monthly hydro-electricity production and consumption data from National Grid. In comparison to last February, the sale of surplus hydro-electric power on an actual-to-actual basis was down \$430,422 or 68.74%. In comparison to the budget projection for the month, revenue was down \$130,130 or 39.93%. The year-to-date actual revenue is down \$247,766 or 7.60%, while the year-to-date revenue on a budget basis is up \$86,784 or 2.97%.

	<u>Actual</u> <u>2021-22</u>	<u>Actual</u> <u>2022-23</u>	<u>Actual</u> <u>2023-24</u>	<u>Actual</u> <u>2024-25</u>	<u>Variance</u>	<u>%</u> <u>Inc/(Dec)to</u> <u>Prior Year</u>
July	\$ 673,456	\$ 165,435	\$ 380,883	\$ 793,352	\$ 412,470	108.29%
August	\$ 612,155	\$ 157,460	\$ 26,670	\$ 688,115	\$ 661,445	2,480.11%
September	\$ 307,692	\$ 442,559	\$ 181	\$ 145,453	\$ 145,271	80,176.23%
October	\$ 523,734	\$ 216,702	\$ 184,779	\$ 79,259	\$ (105,520)	(57.11%)
November	\$ 731,273	\$ 373,674	\$ 682,240	\$ 209,619	\$ (472,621)	(69.27%)
December	\$ 702,586	\$ 533,542	\$ 826,789	\$ 542,585	\$ (284,205)	(34.37%)
January	\$ 293,374	\$ 522,759	\$ 533,340	\$ 359,155	\$ (174,185)	(32.66%)
February	\$ 246,124	\$ 477,279	\$ 626,162	\$ 195,739	\$ (430,422)	(68.74%)
March	\$ 661,611	\$ 612,321	\$ 923,928	\$	\$	%
April	\$ 897,945	\$ 872,321	\$ 785,870	\$	\$	%
May	\$ 539,059	\$ 471,237	\$ 446,726	\$	\$	%
June	<u>\$ 418,974</u>	<u>\$ 234,979</u>	<u>\$ 377,657</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-%</u>
YTD	<u>\$6,604,983</u>	<u>\$5,080,268</u>	<u>\$5,795,225</u>	<u>\$3,013,277</u>	<u>\$ (247,766)</u>	<u>(7.60%)</u>

	<u>Original</u> <u>Budget</u> <u>2024-25</u>	<u>Actual</u> <u>2024-25</u>	<u>Variance</u>	<u>%</u>	<u>Power</u> <u>Purchased</u> <u>from</u> <u>National</u> <u>Grid</u>
July	\$ 301,806	\$ 793,352	\$ 491,546	162.87%	\$ -
August	\$ 169,037	\$ 688,115	\$ 519,078	307.08%	\$ -
September	\$ 107,405	\$ 145,453	\$ 38,048	35.42%	\$ 6,997
October	\$ 417,778	\$ 79,259	\$ (338,519)	(81.03%)	\$ 21,916
November	\$ 679,078	\$ 209,619	\$ (469,459)	(69.13%)	\$ -
December	\$ 509,487	\$ 542,585	\$ 33,098	6.50%	\$ -
January	\$ 416,033	\$ 359,155	\$ (56,878)	(13.67%)	\$ -
February	\$ 325,869	\$ 195,739	\$ (130,130)	(39.93%)	\$ 17,342
March	\$ 575,078	\$	\$	%	\$ -
April	\$ 868,118	\$	\$	%	\$ -
May	\$ 626,173	\$	\$	%	\$ -
June	<u>\$ 379,138</u>	<u>\$ -</u>	<u>\$ -</u>	<u>- %</u>	<u>\$ -</u>
YTD	<u>\$5,375,000</u>	<u>\$3,013,277</u>	<u>\$ 86,784</u>	<u>2.97%</u>	<u>\$ 46,256</u>

March 12, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Sales Tax Revenue – February 2025

Sales tax revenue was down \$7,394 or 0.45% compared to last February. In comparison to the budget projection for the month, sales tax was also down \$7,394 or 0.45%. The actual and budget comparisons will match for the first eight months of the current fiscal year as the first eight months of Fiscal Year 2023-24 were used as the basis for the Fiscal year 2024-25 sales tax budget. The year-to-date actual receipts are up \$79,120 or 0.48%, while the year-to-date receipts on a budget basis are up \$79,120 or 0.48%.

	<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Actual 2023-24</u>	<u>Actual 2024-25</u>	<u>Variance</u>	<u>Monthly % Inc/(Dec)to Prior Year</u>	<u>Quarterly % Inc/(Dec)to Prior Year</u>
July	\$ 1,948,809	\$ 2,035,333	\$ 2,353,567	\$ 2,143,817	\$ (209,750)	(8.91%)	
August	\$ 1,888,806	\$ 2,008,482	\$ 2,186,214	\$ 2,158,407	\$ ( 27,807)	(1.27%)	
September	\$ 2,725,797	\$ 2,757,376	\$ 2,490,458	\$ 2,615,865	\$ 125,406	5.04%	(1.60%)
October	\$ 1,678,723	\$ 1,847,562	\$ 1,907,106	\$ 1,867,195	\$ (39,911)	(2.09%)	
November	\$ 1,643,509	\$ 1,818,188	\$ 1,904,366	\$ 1,893,395	\$ (10,971)	(0.58%)	
December	\$ 2,374,453	\$ 2,232,223	\$ 2,223,964	\$ 2,437,266	\$ 213,302	9.59%	2.69%
January	\$ 1,649,030	\$ 1,849,036	\$ 1,851,962	\$ 1,888,207	\$ 36,245	1.96%	
February	\$ 1,429,187	\$ 1,643,774	\$ 1,645,921	\$ 1,638,527	\$ (7,394)	(0.45%)	
March	\$ 2,253,672	\$ 2,041,305	\$ 1,899,459	\$	\$	%	%
April	\$ 2,064,386	\$ 1,888,370	\$ 1,908,041	\$	\$	%	
May	\$ 2,023,137	\$ 1,835,982	\$ 1,970,375	\$	\$	%	
June	<u>\$ 1,949,070</u>	<u>\$ 2,566,086</u>	<u>\$ 2,542,299</u>	<u>\$ -</u>	<u>\$ -</u>	<u>%</u>	<u>%</u>
YTD	<u>\$23,628,579</u>	<u>\$ 24,614,716</u>	<u>\$ 24,883,732</u>	<u>\$ 16,642,678</u>	<u>\$ 79,120</u>	<u>0.48%</u>	

	<u>Original Budget 2024-25</u>	<u>Actual 2024-25</u>	<u>Variance</u>	<u>%</u>	<u>%</u>
July	\$ 2,353,567	\$ 2,143,817	\$ (209,750)	(8.91%)	
August	\$ 2,186,214	\$ 2,158,407	\$ ( 27,807)	(1.27%)	
September	\$ 2,490,458	\$ 2,615,865	\$ 125,406	5.04%	(1.60%)
October	\$ 1,907,106	\$ 1,867,195	\$ (39,911)	(2.09%)	
November	\$ 1,904,366	\$ 1,893,395	\$ (10,971)	(0.58%)	
December	\$ 2,223,964	\$ 2,437,266	\$ 213,302	9.59%	2.69%
January	\$ 1,851,962	\$ 1,888,207	\$ 36,245	1.96%	
February	\$ 1,645,921	\$ 1,638,527	\$ (7,394)	(0.45%)	
March	\$ 1,887,341	\$	\$	%	%
April	\$ 1,831,719	\$	\$	%	
May	\$ 1,780,903	\$	\$	%	
June	<u>\$ 2,491,479</u>	<u>\$ -</u>	<u>\$ -</u>	<u>%</u>	<u>%</u>
YTD	<u>\$ 24,555,000</u>	<u>\$ 16,642,678</u>	<u>\$ 79,120</u>	<u>0.48%</u>	

New York State sales tax distribution methodology: Monthly sales tax payments are prorated to all the jurisdictions using a percentage based on the collections from the prior year. It is important to note that most of the sales tax collections are received as monthly payments. It is not until when sales tax returns are filed in the months of March, June, September, and December that the monthly payment for each business is un-prorated and distributed per the return to the proper jurisdiction. This un-proration and re-distribution is the quarterly reconciliation process that results in how sales tax truly performed for the quarter.