

2015-2016 Adopted Budget

City of Watertown



CITY OF WATERTOWN NEW YORK

2015-16 BUDGET

City Council

Jeffrey E. Graham, Mayor

Roxanne M. Burns Joseph M. Butler, Jr.

Stephen A. Jennings Teresa R. Macaluso

City Manager

Sharon Addison

City Management Team

City Assessor, Brian S. Phelps

City Clerk, Ann M. Saunders

City Comptroller, James E. Mills

City Engineer, Justin L. Wood

Executive Secretary to Civil Service, Amie L. Davis

Fire Chief, Dale C. Herman

Information Technology Manager, David S. Wurzburg

Library Director, Yvonne Reff

Planning & Community Development Coordinator, Kenneth A. Mix

Police Chief, Charles P. Donoghue

Purchasing Manager, Amy M. Pastuf

Superintendent of Parks & Recreation, Erin E. Gardner

Superintendent of Public Works, Eugene P. Hayes

Superintendent of Water, Michael J. Sligar

City Counsel, Slye & Burrows

Confidential Assistant to the City Manager, Matthew D. Roy

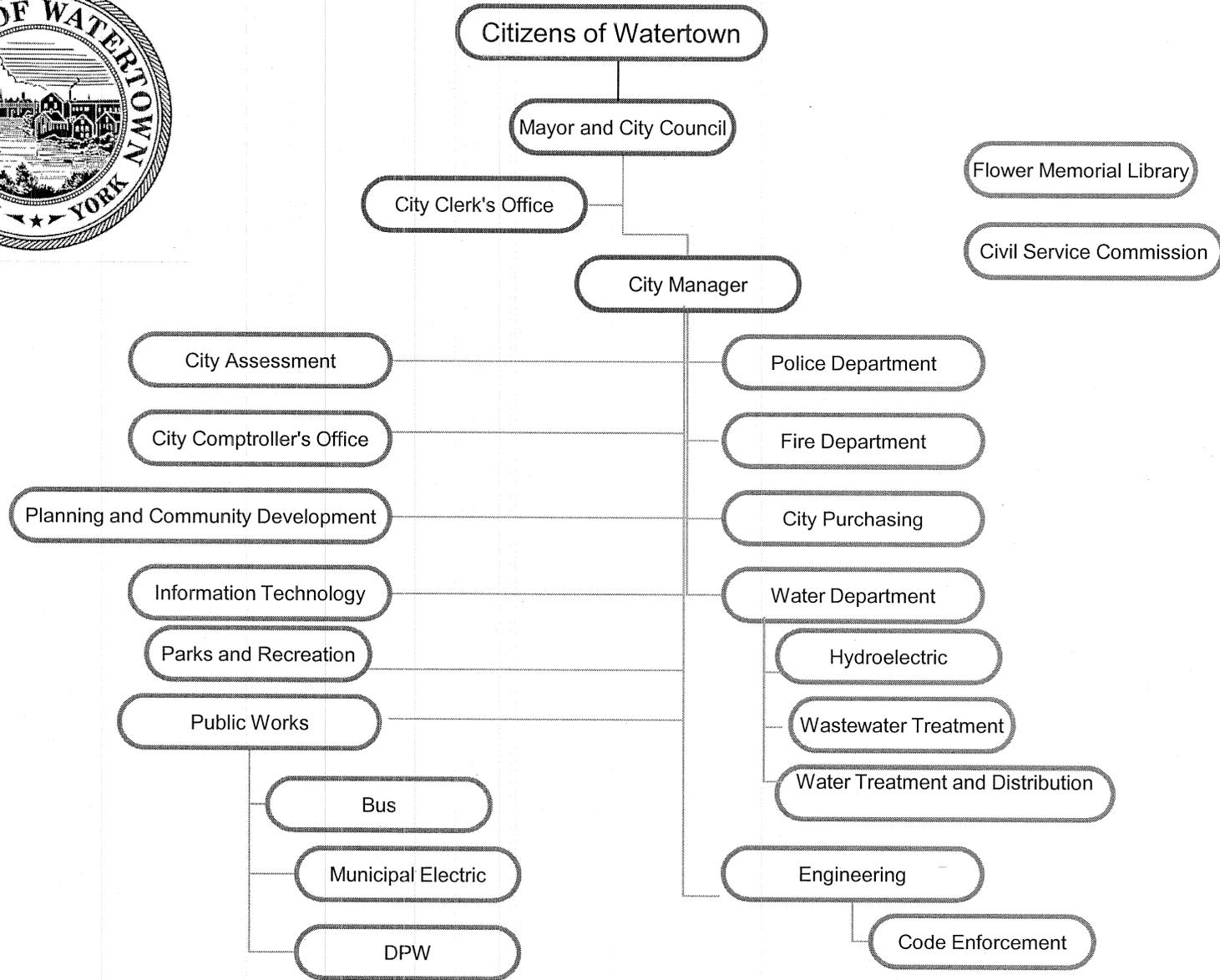
Confidential Secretary to the City Manager, Elaine Giso

City Profile

Date of Incorporation	1869
Form of Government	Council-Manager
Current Populations Estimate (2012 Census estimate)	27,900
Population Density (per acre)	4.62
Land Area (square miles)	9.4
Annual Unemployment Rate (City) 2014	8.0%
2014 Equalized Full Value of Real Property @ 88%	\$1,739,426,331
Median Household Income (2013)	\$38,004
Building/Maintenance Permits Issued (2014)	711 Permits - \$16,647,818 value
Miles of Street	95.4
Number of Acres of Parks and Playgrounds	497
Number of Streetlights	2,632
Public Utilities (number of active accounts)	
Water and Sewer	8,960
Bond Rating (General Obligation Bonds)	Moody's Investor Services Aa3
Number of Employees	
Full Time	313
Part Time	38
Seasonal	77



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April 17, 2015

To: The Honorable Mayor and City Council

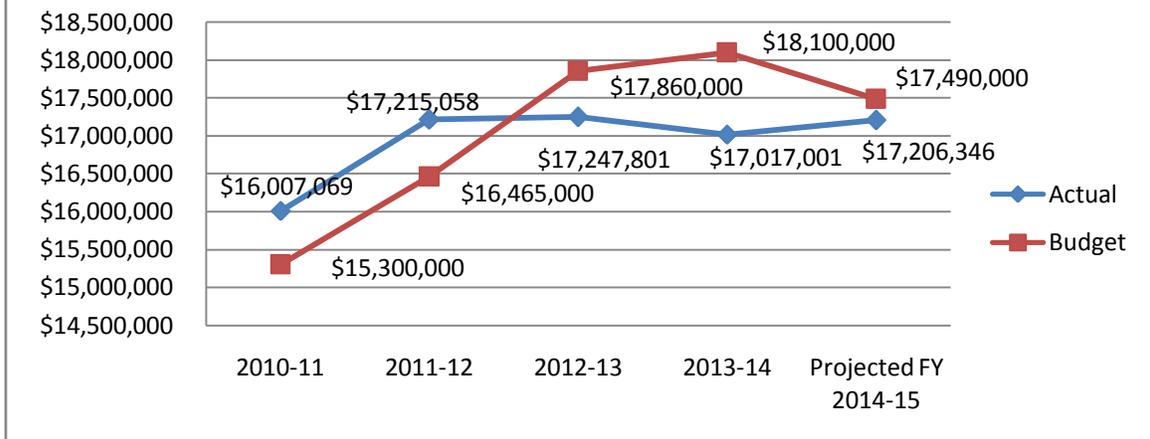
From: Sharon Addison, City Manager

Subject: Introduction of Proposed Budget for Fiscal Year 2015/2016

The preparation of the City's budget is a continual process of identifying possible improvements to service and delivery and potential efficiencies in conducting business throughout the year culminating with each Department submitting their operational requests and five-year capital projections. City staff plays an integral role in identifying potential cost-savings in order to restore and preserve fiscal health in the current year and throughout a five-year projection. To that end, last year's budget introduction offered several staff recommendations for changes to levels of service so that the trend of relying on the General fund balance to minimize the tax burden could be altered. Mid fiscal year, several City Council Work Sessions were dedicated to discussing levels of service for the Flower Memorial Library hours and security, CitiBus, sidewalk program, refuse/recycling programs, green waste service, Municipal Arena concessions, and healthcare and prescription coverage for employees and future retirees. As a result of these sessions, Council elected to resurrect the sidewalk program, which nets \$21K in savings for the City's cost share of the FY15/16 program compared to previous sidewalk districts. The cost to the City decreased two-fold due to the size of this year's district and due to the modest increase in price per square foot for the taxpayer. Additionally, significant savings were achieved during the course of the FY14/15 budget year as the City successfully negotiated changes to bargaining unit health insurance premiums and co-pays and by issuing RFP's for contracted services. These measures will save the Self-Funded Health Insurance Fund approximately \$470K in the FY15/16 budget year, and will slightly offset premium increases for all City employees.

The proposal before you presents a tax levy increase of 5.06% with a \$1.1M appropriation from the General fund balance. A levy of 5.06% was difficult to achieve given that arena debt alone is 7.3% of the tax levy and does not account for agreed upon wage increases for CSEA and Police. This proposal can only proceed if City Council adopts a Local Law to override the NYS property tax cap of 1.88% for FY15/16. Electing to appropriate funding from the General fund balance to stay at or below the tax cap this year jeopardizes the General fund balance for the five-year spend-plan and beyond. Likewise, it makes it nearly impossible to comply with Governor Cuomo's mandate to cap property taxes at the lower of 2% or the rate of inflation beginning in FY16/17 and beyond to ensure that taxpayers receive a Tax Freeze Credit. Regardless, this level of spending for the City's current levels of service and operations, debt service, and the projected five-year plan are not sustainable long-term and, again this fiscal year, demand serious review and consideration for radically changing levels of service, operational models and possibly even reducing staffing. It is our responsibility to deliver a balanced budget to ensure that essential safety, security and other municipal services are provided to the taxpayer. Change is required, and vital, in order to restore and sustain the long-term fiscal health of the City.

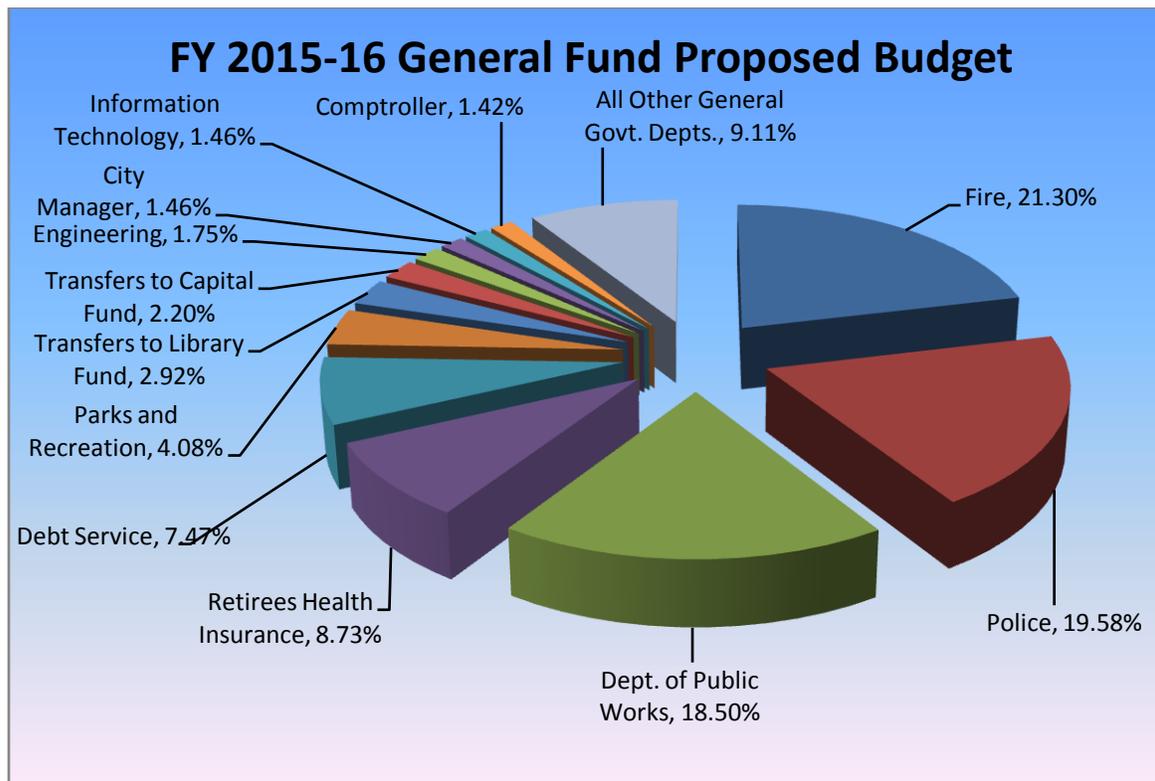
Sales Tax - Budgeted vs. Actual, 2010/11 - 2014/15



The primary factors contributing to the 3.95% increase in operations costs include personal services, together with wage and salary and modest benefit increases, proposed vehicle procurements, and maintenance and repair of the City's aging municipal building and IT infrastructure.

	<u>FY 2014-15</u> <u>Budget</u>	<u>%</u>	<u>FY 2015-16</u> <u>Proposed Budget</u>	<u>%</u>	<u>Increase /</u> <u>(Decrease)</u>	<u>Increase /</u> <u>(Decrease) %</u>
Personal Services	\$15,785,775	39.75%	\$ 16,262,715	39.38%	\$ 476,940	3.02%
Retirement System	3,894,464	9.80%	3,645,427	8.83%	(249,037)	-6.39%
Health Insurance	6,498,571	16.36%	6,815,841	16.51%	317,270	4.88%
Social Security	1,207,581	3.04%	1,244,095	3.01%	36,514	3.02%
Workers Compensation	512,100	1.29%	511,100	1.24%	(1,000)	-0.20%
Other Fringe Benefits	27,500	0.07%	27,250	0.07%	(250)	-0.91%
Equipment	601,250	1.51%	532,200	1.29%	(69,050)	-11.48%
Operating Expenses	6,727,850	16.94%	6,966,751	16.87%	238,901	3.55%
Transfer to Library Fund	1,298,665	3.27%	1,204,698	2.92%	(93,967)	-7.24%
Transfer to Capital Fund	470,000	1.18%	908,125	2.20%	438,125	93.22%
Transfer to Reserve Funds	85,000	0.21%	85,000	0.21%	-	0.00%
Debt Service	<u>2,613,235</u>	<u>6.58%</u>	<u>3,086,348</u>	<u>7.47%</u>	<u>473,113</u>	<u>18.10%</u>
	<u>\$39,721,991</u>	<u>100.0%</u>	<u>\$ 41,289,550</u>	<u>100.0%</u>	<u>\$1,567,559</u>	<u>3.95%</u>

Wage increases as negotiated and included in the FY15/16 proposed budget include Police (2.5%), CSEA (2.5%) and IBEW (1.5%). The budget also accounts for a projected wage increase of 2.5% for Fire, pending successful negotiations, and proposes a 3% increase for management. Management forfeited their cost of living increase for FY14/15; this action further compromised the pay distinction between wage and salaried employees. It is quite possible that as soon as next fiscal year, a union employee's annual salary could be equivalent to or more than his/her manager's salary, and this will certainly be the case for the following fiscal year and beyond if the current trend continues.



Another ongoing process is to continually evaluate staffing to ensure that both operations and support staff are adequately resourced to meet the demands of the provided service. With that, this budget proposes the creation of four full-time positions. Specifically, a Project Manager is requested for the Information Technology Department; starting January 1, 2016 a CitiBus Mechanic and a Transit Director for the Department of Public Works (DPW), of which 50% of each new DPW position will be funded by the Federal Transit Authority (FTA) under the City's new transit designation; and a Building Safety Inspector for the Code Enforcement Bureau pending the negotiation of the return of Fire personnel from Codes to Fire. Moreover, this budget proposes the addition of two part-time positions, one for a Library Clerk to gap the extended medical leave absence of a full-time employee and the other for a CitiBus Account Clerk for DPW that will be 50% funded by FTA.

Other significant assumptions include:

- Sales tax revenue projected growth is 2% for the FY, consistent with its performance for the last six months of FY14/15;
- To partially offset Arena debt, as previously discussed and decided by Council, an additional \$60K will be transferred to the General fund from the Tourism Fund for the FY15/16 rather than to 3rd party recipients such as Thousand Islands Regional Tourism Council, Jefferson County Historical Society and the Disabled Persons Action Organization as in previous fiscal years;
- Based on the Fire study recommendations for staff adjustments in Fire and Codes: deleted two vacant Firefighter positions, created a Building Safety Inspector position in Codes and returned a Fire staff position to the line. The civilian Codes position will be filled pending successful negotiations of the return of Fire personnel from Codes to the line. The net savings as a result of these recommendations is \$47K.

- The addition of a second canine for the Police department to increase, two-fold, the City's coverage of the war against drugs and other canine-assisted pursuits. The canine and associated costs for gear, training and boarding are roughly \$25K;
- Approximately \$21.5K has been proposed in the City Manager's line to conduct a salary schedule study for management to prevent the compromised position of a subordinate earning a higher salary than their management;
- Also in the City Manager's line and cost shared with other Funds, is the proposal to re-establish the Employee Assistance Program for \$7300. In addition to providing short-term counseling for employees and immediate family members, the vendor will serve as the DOT Substance Abuse Profession that is required by FTA for the City's Transit program, they will provide federally mandated training to CitiBus employees and annual video-based training for all employees on Workplace Violence, Right to Know and Sexual Harassment;
- The franchise of Municipal Arena concessions for a minimum bid of \$30K;
- The elimination of all ice season revenue and operating expenses due to Arena construction;
- Delayed approximately \$139K requests for the following vehicles/equipment to FY16/17: unmarked vehicle (Police); pickup (Parks&Rec/Playgrounds); pickup (Parks&Rec/Arena); sewer jetter (DPW/Storm Sewer);
- Delayed the resurfacing of the Hydroelectric Turbine Intake for \$130K to FY16/17;
- For green waste disposal, the use of paper bags only, effective October 1, 2015;
- The City's self-insured health insurance program reflects a 4.72% premium increase this FY, the magnitude of the increase due to claims costs was mitigated by appropriating \$225K from the reserves;
- And, through appropriating fund balance for both the Water and Sewer funds, rate increases were mitigated for FY15/16.

FY15/16 projected revenue adjustments assume: 2% growth for sales tax based on past performance; NYS aid remains fixed; Municipal Arena increases for ice and other activities will be phased in over two seasons as soon as it returns to operations, and fees that distinguish residency will be increased 25% for non-City residents. CitiBus fares will increase from \$1.50 to \$2.00 and due to the FTA designation, the annual revenue stream for CitiBus federal funding will increase from \$140K to \$450K. It is staff's best estimate that we are on target for the third straight underperforming sales tax budget.

The management team requests Council review and consider staff recommendations to correct the course of expenditures and preserve fiscal health during the next five years and beyond. The following recommendations are of consequential magnitude that would net significant cost savings; however, the implementation and savings would not necessarily affect the new fiscal year's budget:

- Consider reducing the annual appropriation to the Community Action Planning Council
- Reduce Flower Memorial Library hours based on usage data
- Reduce Flower Memorial security
- Modify the sidewalk program to restore the cost-share to 50/50 between the City and the taxpayer
- Eliminate refuse and green waste service
- Franchise Arena concessions

- Transfer CitiBus operations to a regional authority structure
- Continue to evaluate the City's healthcare and prescription coverage for employees and future retirees and bargain changes that will sustain the self-funded program

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

GENERAL FUND

**City of Watertown
Fiscal Year 2015-16 Budget
Property Tax Rate Calculation**

	<u>2014-15</u>	<u>2015-16</u>	<u>Change</u>	<u>% Change</u>
Appropriations	\$ 39,721,991	\$ 41,085,325	\$ 1,363,334	3.43%
Less Revenues Other than Property Tax Levy	\$ 30,472,890	\$ 30,910,665	\$ 437,775	1.44%
Less Fund Balance	\$ 600,000	\$ 1,173,496	\$ 573,496	95.58%
Less Sidewalk Reserve	\$ 66,500	\$ 66,500	-	0.00%
Less Capital Reserve	\$ 280,000	\$ 520,000	\$ 240,000	85.71%
Real Property Tax Levy (1)	\$ 8,259,585	\$ 8,414,664	\$ 155,079	1.88%
Taxable Assessed Valuation	\$ 1,033,766,939	\$ 1,037,341,589	\$ 3,574,650	0.35%
Tax Rate per \$1,000 of Taxable Assessed Valuation	\$ 7.976	\$ 8.1017	\$ 0.126	1.57%

(1) Property tax levy for FY 2014-15 was budgeted to be \$8,302,601. However, due to the use of the tentative taxable assessed value rather than the final taxable assessed value the levy was set lower by \$43,016.

**City of Watertown
Fiscal Year 2015-16 Adopted Budget
Constitutional Tax Limit**

Five Year Total Full Valuation	\$ <u>5,731,172,322</u>
Five Year Average Full Valuation	\$ <u>1,146,234,464</u>
Constitutional Tax Limit - 2% of 5 Year Average	\$ <u>22,924,689</u>
Property Tax Levy	\$ 8,414,664
Less Total Exclusions	\$ 4,558,402
Tax Levy Subject to Tax Limit	\$ <u>3,856,262</u>
Percentage of Tax Limit Exhausted	<u>16.82%</u>
Constitutional Tax Margin	\$ <u>19,068,427</u>

**City of Watertown
Fiscal Year 2015-16 Budget
Property Tax Cap Calculation**

		<u>FY 2015-16</u>
	Prior Year Adopted Tax Levy	\$ 8,259,585
Multiply By	Tax Base Growth Factor (provided by NYS Dept. of Taxation and Finance)	<u>1.0038</u>
	Subtotal	\$ 8,290,971
Plus	PILOTs Receivable from Prior Year	<u>139,125</u>
Equals	Subtotal	8,430,096
Multiply By	Allowable Levy Growth Factor (provided by NYS Office of the State Comptroller)	<u>1.62%</u>
Equals	Subtotal	8,566,664
Less	PILOTs Receivable for Current Year	(152,000)
Plus	Available Carryover from Prior Year	<u>-</u>
Equals	Tax Levy Limit Before Adjustments / Exclusions	\$ 8,414,664
Less	Costs Incurred from Transfer of Local Government Functions	-
Plus	Savings Realized from Transfer of Local Government Functions	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfer of Local Government Functions)	\$ 8,414,664
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	-
Plus	Tax Levy Necessary for Pension Contribution Expenditures Caused by Growth in the Police and Fire Retirement System Average Actuarial Contribution Rate in Excess of 2 Percentage Points	-
Plus	Available Carryover (if any, up to a maximum of 1.5%)	<u>-</u>
Equals	Tax Levy Limit (Adjusted for Transfers and Exclusions)	<u>\$ 8,414,664</u>
	Tax Levy Increase Allowable per Tax Cap Calculation	\$ 155,079
	Percent Tax Levy Increase Allowable per Tax Cap Calculation	1.88%

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Revenue Summary**

	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
Taxes and Penalties	\$ 18,306,278	\$ 18,080,220	\$ 18,523,125	\$ 18,617,000
Departmental Revenues	4,624,828	5,492,778	5,127,200	5,186,575
Intergovernmental Revenues	125,391	154,596	136,170	140,030
Use of Money and Property	65,548	95,910	90,585	89,035
Licenses and Permits	66,534	110,098	83,350	92,600
Fines and Other Revenues	422,506	238,552	236,600	248,100
Interfund Transfers	367,253	456,119	416,350	484,000
State and Federal Aid	8,935,384	5,633,058	5,881,385	6,061,010
Real Property Taxes	<u>7,425,474</u>	<u>7,601,671</u>	<u>8,280,726</u>	<u>8,406,979</u>
Total Revenues	<u>\$ 40,339,196</u>	<u>\$ 37,863,001</u>	<u>\$ 38,775,491</u>	<u>\$ 39,325,329</u>
Appropriated Debt Reserve (Sidewalk Program)	56,665	53,969	66,500	66,500
Appropriated Capital Reserve	-	1,061,286	280,000	520,000
Appropriated Fund Balance	<u>493,527</u>	<u>-</u>	<u>600,000</u>	<u>1,173,496</u>
Total Revenues and Appropriated Reserves / Fund Balance	<u>\$ 40,889,388</u>	<u>\$ 38,978,256</u>	<u>\$ 39,721,991</u>	<u>\$ 41,085,325</u>
Fund Balance				
Beginning reserves and fund balance	\$ 10,783,562	\$ 13,373,127		
+ Revenues	40,339,196	37,863,001		
+ Transfer to debt reserve (sidewalk program)	39,757	52,272		
- Expenses	(40,889,388)	(38,825,885)		
- Transfer to capital reserve	<u>3,100,000</u>	<u>-</u>		
Ending reserve and fund balances	\$ 13,373,127	\$ 12,462,515		
- Reserve for inventory and prepaid expenses	(5,737)	(2,362)		
- Reserve for capital	(3,100,022)	(2,037,753)		
- Reserved for debt (sidewalk program)	(285,236)	(283,538)		
- Reserve for Fairgrounds Stadium	(20,085)	(20,089)		
- Reserve for encumbrances	(253,124)	(411,927)		
- Fund balance appropriated to subsequent fiscal year	<u>(1,564,310)</u>	<u>(600,000)</u>		
Unreserved un-appropriated fund balance	<u>\$ 8,144,613</u>	<u>\$ 9,106,846</u>		

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Tax and Penalty Revenues**

	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
A1080 Federal PILOTs	\$ 46,152	\$ 37,108	\$ 37,500	\$ 42,000
A1081 Other PILOTs	108,167	103,154	101,625	110,000
A1090 Interest/Penalties Property Tax	162,492	184,062	150,000	175,000
A1110 State Admin. Sales & Use Tax	17,247,801	17,017,001	17,490,000	17,575,000
A1130 Utilities Gross Receipts Tax	329,528	350,345	340,000	330,000
A1170 Franchises	<u>412,138</u>	<u>388,550</u>	<u>404,000</u>	<u>385,000</u>
Taxes and Penalties	<u>\$ 18,306,278</u>	<u>\$ 18,080,220</u>	<u>\$ 18,523,125</u>	<u>\$ 18,617,000</u>

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

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

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

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

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

A1170 - Franchises - The City receives 5% of the gross revenue earned by the cable TV company from its subscribers in the City.

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Departmental Revenues**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
A1235 Tax Sale Advertising	\$ 16,518	\$ 20,925	\$ 16,000	\$ 17,000
A1240 Comptroller's Fees	10,187	7,745	8,000	8,000
A1250 Assessor's Fees	521	508	250	500
A1255 Clerk Fees	111,426	113,781	115,000	115,000
A1260 Civil Service Fees	7,937	1,385	1,500	5,000
A1520 Police Fees	16,649	2,050	13,000	2,000
A1710 Public Works Fee	74,685	88,169	85,000	90,000
A1715 DPW Charges - Fuel	29,534	33,305	28,700	23,000
A1750 Bus Fares	158,613	161,090	160,000	166,000
A1751 Bus Advertising	11,372	14,395	12,000	13,000
A2001 Park & Recreation Charges	10,812	16,204	7,800	7,700
A2002 Field Use Charges	15,385	36,290	26,500	31,300
A2012 Recreation Concessions	93,670	74,760	69,700	7,500
A2025 Stadium Charges	8,600	17,050	14,500	10,600
A2030 Arena Fees	52,321	44,472	7,750	11,475
A2065 Skating Rink Charges	143,864	127,101	128,000	-
A2110 Zoning Fees	3,250	3,500	3,500	3,500
A2130 Refuse and Garbage Charges	489,409	486,041	500,000	495,000
A2135 Refuse and Garbage Totes	293,971	337,659	330,000	390,000
A2150 Sale of Surplus Power	<u>3,076,104</u>	<u>3,906,347</u>	<u>3,600,000</u>	<u>3,790,000</u>
Departmental Revenues	<u>\$ 4,624,828</u>	<u>\$ 5,492,778</u>	<u>\$ 5,127,200</u>	<u>\$ 5,186,575</u>

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Departmental Revenues**

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

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

A 1250 - Assessor's Fees - Fees for copies of property record cards and sales reports.

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

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

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

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

A1715 - DPW Charges - Fuel - Charges to the school district for purchase of fuel.

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

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

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

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

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

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

City of Watertown
Fiscal Year 2015-16 Budget
General Fund Departmental Revenues

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

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

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

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Intergovernmental Revenues**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
A2210 Assessment Services for other Govts.	\$ 4,953	\$ 4,959	\$ 4,930	\$ 4,930
A2220 Civil Service Charges School District	31,981	33,500	28,640	28,500
A2260 Police Services	88,457	110,537	97,000	101,000
A2300 Transportation, Other Governments	-	5,600	5,600	5,600
Intergovernmental Revenues	\$ 125,391	\$ 154,596	\$ 136,170	\$ 140,030

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

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Use of Money and Property Revenues**

	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
A2401 Interest and Earnings	\$ 14,214	\$ 11,526	\$ 20,000	\$ 13,000
A2410 Rental of Real Property	<u>51,334</u>	<u>84,384</u>	<u>70,585</u>	<u>76,035</u>
Use of Money and Property	<u>\$ 65,548</u>	<u>\$ 95,910</u>	<u>\$ 90,585</u>	<u>\$ 89,035</u>

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund License and Permit Revenues**

	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
A2501 Business/Occupational Licenses	\$ 5,482	\$ 6,911	\$ 5,000	\$ 5,000
A2530 Games of Chance Licenses	1,242	73	100	100
A2540 Bingo Licenses	3,098	2,326	3,000	2,000
A2555 Building & Alteration Permits	49,672	85,272	65,000	75,000
A2560 City Permits	2,625	9,621	5,000	5,000
A2590 Permits - Other	4,180	5,495	5,000	5,000
A2591 Storm and Sanitary Sewer Permit	<u>235</u>	<u>400</u>	<u>250</u>	<u>500</u>
Licenses and Permits	<u>\$ 66,534</u>	<u>\$ 110,098</u>	<u>\$ 83,350</u>	<u>\$ 92,600</u>

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

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

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

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

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Fines and Other Revenues**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
A2610 Fines & Forfeited Bail	\$ 143,708	\$ 120,182	\$ 145,000	\$ 135,000
A2650 Scrap & Excess Material Sale	3,903	17,459	6,000	10,000
A2655 Minor Sales	-	-	100	100
A2660 Sale of Real Property	194,403	3	25,000	50,000
A2665 Sale of Equipment	16,012	18,202	15,000	15,000
A2680 Insurance Recoveries	46,615	21,035	15,000	20,000
A2701 Refund of Prior Years' Expenses	10,371	35,282	5,000	5,000
A2705 Gifts & Donations	6,073	21,273	20,500	6,000
A2770 Other Unclassified Revenues	584	987	1,000	1,000
A2773 Payment Processing Fees	<u>837</u>	<u>4,129</u>	<u>4,000</u>	<u>6,000</u>
Fines and Other Revenue	<u>\$ 422,506</u>	<u>\$ 238,552</u>	<u>\$ 236,600</u>	<u>\$ 248,100</u>

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

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

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

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

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

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

A2701 - Refund of Prior Years Expense - Refunds received for a prior year expenditure.

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Interfund Transfer Revenues**

	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
A2802 Central Printing and Mailing	\$ 4,012	\$ 4,587	\$ 6,250	\$ 5,000
A2803 Central Garage	115,831	108,088	120,000	115,000
A5031 Interfund Transfers	<u>247,410</u>	<u>343,444</u>	<u>290,100</u>	<u>364,000</u>
Interfund Revenues	<u>\$ 367,253</u>	<u>\$ 456,119</u>	<u>\$ 416,350</u>	<u>\$ 484,000</u>

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund State and Federal Aid Revenues**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
A3001 State Aid, Per Capita	\$ 7,803,208	\$ 4,703,208	\$ 4,703,208	\$ 4,703,208
A3005 State Aid, Mortgage Tax	480,981	363,701	375,000	350,000
A3089 State Reimb. Workers' Comp.	61,885	73,140	81,500	65,000
A3330 State Reimb. Court Security	38,051	36,540	37,000	38,500
A3331 State Reimb. Court Costs	1,752	1,772	1,752	1,752
A3501 CHIPS	6,174	5,349	81,750	141,000
A3589.3 State Mass.Trans. Assist.	245,809	234,921	234,000	246,000
A3594 State Aid - Bus Projects	1,640	830	6,750	9,750
A3820 State Aid, Youth Program	4,891	4,528	-	-
A3821 State Aid, Juvenile Program	3,614	3,316	-	-
A3989 State Aid, Home & Community Serv.	19,443	4,320	25,000	25,000
A4389 Fed Aid, Public Safety	110,515	187,442	92,925	24,000
A4510 Fed. Aid, Highway Safety	7,001	7,350	8,500	6,800
A4589.4 Federal Transportation Assist.	150,420	6,640	234,000	450,000
State & Federal Aid	\$ 8,935,384	\$ 5,633,058	\$ 5,881,385	\$ 6,061,010

City of Watertown
Fiscal Year 2015-16 Budget
General Fund State and Federal Aid Revenues

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

A3005 - State Aid, Mortgage Tax - For each mortgage recorded on property located within the City we receive 1/2% tax as our share.

A3089 - State Reimb., Worker's Compensation - The State reimburses the City for certain worker's compensation expenses incurred by the City.

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

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

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

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

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

A3820 - State Aid , Youth Program - The State Division for Youth provides assistance for the Recreation Department based on services they provide.

A3821 - State Aid, Juvenile Program - The State Division for Youth provides assistance for the Police Department based on services they provide.

A3989 State Aid, Other Home & Community Service - Grant proceeds from the New York State Department of State for Brownfield related project costs

A4389 - Fed. Aid, Police Block Grant - Grants for bullet proof vests, computers, etc.

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Property Tax Revenues**

	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
A1001 Real Property Taxes	\$ 7,373,612	\$ 7,518,661	\$ 8,302,601	\$ 8,414,664
A1030 Special Assessments	8,418	8,574	10,125	5,815
A1050 Real Property Tax Reserve	<u>43,444</u>	<u>74,437</u>	<u>(32,000)</u>	<u>(13,500)</u>
Real Property Taxes	<u>\$ 7,425,474</u>	<u>\$ 7,601,671</u>	<u>\$ 8,280,726</u>	<u>\$ 8,406,979</u>

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

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

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

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Expenditure Summary**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
City Council	\$ 71,830	\$ 73,330	\$ 81,524	\$ 78,806
Mayor	27,938	28,211	34,310	35,046
Municipal Executive	565,499	580,210	600,983	583,074
Comptroller Department	543,146	527,290	590,443	586,413
Purchasing Department	130,523	134,802	134,757	136,754
Assessment Department	260,109	245,007	249,445	264,397
Tax Advertising	20,220	21,053	19,850	21,000
Property Acquired	121,917	2,700	31,750	52,000
Fiscal Agent Fees	920	920	800	800
City Clerk	210,646	213,697	203,163	212,302
Law	289,588	289,009	306,500	471,500
Civil Service	82,208	73,645	66,292	63,563
Engineering	683,901	686,722	765,542	723,730
Public Works Administration	510,509	471,011	517,554	506,224
Municipal Building	160,374	178,476	198,814	197,704
Central Garage	733,871	775,901	789,053	776,416
Central Printing & Mailing	65,981	71,133	72,450	83,850
Information Technology	487,961	458,527	526,871	603,748
Judgments & Claims	-	-	5,500	30,000
Real Property Taxes	39,585	39,466	39,525	39,600
Contingency	-	-	618,000	407,394
Police Department	7,775,781	7,899,168	7,941,795	8,084,870
Fire Department	8,426,431	8,953,245	8,832,626	8,775,346
Animal Control	94,344	4,740	96,335	98,719
Code Enforcement	490,459	365,847	420,498	502,112
Buildings and Grounds Maintenance	495,375	644,531	611,246	590,552
Maintenance of Roads	792,365	733,369	1,021,679	895,342
Snow Removal	1,138,588	1,325,241	1,306,145	1,392,214
Hydroelectric Production	343,503	380,986	409,473	388,265
Traffic Control and Lighting	783,154	929,154	908,210	926,263
Airport	142,914	-	-	-
Bus	823,170	858,116	991,646	1,111,800
Parking Facilities	56,059	42,615	67,172	79,500
Community Action Planning Council	52,000	52,000	47,500	47,500
Publicity	4,500	450	5,000	5,000
Private Social Services Agency	2,200	-	-	-
Parks and Recreation Administration	287,611	305,083	230,790	243,991
Thompson Park	343,297	307,464	371,284	499,145
Playgrounds	45,450	65,981	65,671	64,053
Fairgrounds	237,798	178,633	182,606	201,635
Outdoor Winter Activities	-	678	28,725	15,165
Athletic Programs	93,967	74,200	93,245	144,683
Dog Park	-	-	-	4,200
Pools	167,619	160,793	143,601	165,765
Ice Arena	658,769	584,410	544,094	347,596

**City of Watertown
Fiscal Year 2015-16 Budget
General Fund Expenditure Summary**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Historian	-	-	250	250
Zoning	2,346	2,733	3,000	3,000
Planning	16,796	24,512	13,100	77,700
Storm Sewer	317,795	320,430	382,629	369,480
Refuse & Garbage	963,158	828,145	958,926	991,981
Workers' Compensation	66,406	52,950	40,000	59,000
Unemployment Insurance	6,451	17,714	7,500	7,500
Health Insurance - Retirees	3,227,839	3,335,795	3,306,014	3,606,340
Medicare Part B - Retirees	298,534	325,715	351,205	358,116
Compensated Absences	61,550	(77,980)	15,000	15,000
Other Employee Benefits	10,053	7,355	5,000	4,750
General Liability Reserve	75,000	75,000	75,000	75,000
Transfer to Library Fund	1,393,974	1,209,204	1,298,665	1,204,698
Transfer to Capital Reserve	3,100,000	-	-	-
Transfer Capital Fund	314,481	1,312,295	470,000	758,125
Black River Trust Reserve	10,000	10,000	10,000	10,000
Debt Service	2,762,925	2,644,204	2,613,235	3,086,348
Total Expenditures	\$ 40,889,388	\$ 38,825,885	\$ 39,721,991	\$ 41,085,325

Fiscal Year: 2015-16
Department: City Council
Account Code: A1010
Function: General Government Support



Description: The City Council is responsible for establishing the overall policies of the City, enactment of Ordinances, Local Laws and Resolutions governing the City including the annual adoption of the Budget. The Council conducts legislative matters as a body and implements policy decisions through the office of the City Manager. The general goals of the City Council are to establish legislative policies of the City; adopt and amend the City Code as necessary for the proper management of the City Government; and, appropriate municipal resources and set tax and utility rates for the provision of public services.

2014-15 Accomplishments

- ✓ Provided continued support to developer during renovation efforts of the historic Woolworth Building; supported the reopening of the building in February 2015 as affordable housing and commercial space.
- ✓ Initiated and completed analysis and study of the City's Fire Department to determine staffing levels and other potential initiatives to improve efficiencies and reduce expenditures.
- ✓ Maintained the Aa3 rating, as reaffirmed by Moody's Investor Services.
- ✓ Worked with the Flower Memorial Library Board and staff to address security concerns.
- ✓ Agreed to resurrect the sidewalk program with a modest increase to the taxpayer while still offering a significant subsidy to help make the program affordable for folks, also allowing homeowners to spread the cost over a ten year period.
- ✓ Hired an actuarial consulting firm at a modest cost to examine and analyze the stop loss insurance coverage for the City's self-insured health insurance plan; resulted in savings of \$30,000 and affirmed the City's stop loss coverage at \$175,000.

2015-16 Goals and Objectives

- Monitor Police Department's transition to 12-hour shifts to ascertain the benefit to City taxpayers.
- Work to implement the Fire Department study recommendations.
- Work with staff to determine and target possible areas of efficiencies in all City Departments that could equate to future cost savings.
- Work with staff and community partners to address aged housing stock issues in the City.
- Work with staff and community partners to develop and improve neighborhoods in the Near East Side.
- Work with the Board of Education to improve child, pedestrian, and neighbor safety on Knickerbocker Drive related to Knickerbocker Elementary School.
- Work with staff to complete renovations to City Court.
- Work with staff to enhance revenue streams for the Watertown Municipal Arena.
- Work with selected developer to enhance 138 Court Street.
- Support the efforts of the Masonic Temple owners to ensure the successful rehabilitation of this significant downtown building.
- Work with staff and National Grid to ensure all City street lighting is in working order.
- Work with area schools, Board of Education and businesses to create a safe haven program to combat bullying.

City of Watertown
Fiscal Year: 2015-16
Department: City Council
Account Code: A1010
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 50,692	\$ 52,135	\$ 51,704	\$ 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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 50,692</u>	<u>\$ 52,135</u>	<u>\$ 51,704</u>	<u>\$ 53,256</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	6,725	6,871	15,300	11,100
440 Fees Non Employees	465	-	-	-
450 Miscellaneous	976	713	650	650
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	70	150	150
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 8,166</u>	<u>\$ 7,654</u>	<u>\$ 16,100</u>	<u>\$ 11,900</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 9,094	\$ 9,553	\$ 9,767	\$ 9,574
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,878	3,988	3,953	4,076
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ 12,972</u>	<u>\$ 13,541</u>	<u>\$ 13,720</u>	<u>\$ 13,650</u>
Department Total	<u>\$ 71,830</u>	<u>\$ 73,330</u>	<u>\$ 81,524</u>	<u>\$ 78,806</u>

City of Watertown
Fiscal Year: 2015-16
Department: City Council
Account Code: A1010
Function: General Government Support

FY 2015-16 Budget

Personal Services

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

Operating Expenses

A.1010.0430	Contracted Services		
	Broadcasting of Meetings	\$	10,500
	Legal Ads	<u>600</u>	\$ 11,100
A.1010.0450	Miscellaneous		
	Travel and Training	500	
	Membership Dues	<u>150</u>	650
A.1010.0460	Materials and Supplies		
	Business Cards, Letterhead		<u>150</u>
	Total Operating Expenses	\$	<u>11,900</u>

Fringe Benefits

A.1010.0810	New York State Employees' Retirement System		
		\$	9,574
A.1010.0830	Social Security		<u>4,076</u>
	Total Fringe Benefits	\$	<u>13,650</u>

TOTAL BUDGET		\$	<u>78,806</u>
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Fiscal Year: 2015-16
Department: Mayor
Account Code: A1210
Function: General Government Support



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

2014-15 Accomplishments

- ✓ Achieved Council consensus on accepting bids and approving bonding for the Watertown Municipal Arena Renovations.
- ✓ Worked with developer in support of full demolition of Mercy Hospital in anticipation of its redevelopment.
- ✓ Supported the reopening of the Woolworth Building as affordable housing and commercial opportunities.
- ✓ Regained title to 138 Court Street and have established a process to evaluate proposals for redevelopment.
- ✓ Worked with community groups on preserving Fort Drum, developing a military monument in Thompson Park and worked with staff and Council on formulating a plan for a City-operated dog park at Factory Square Park.

2015-16 Goals and Objectives

- Work to implement the Fire Department study recommendations.
- Continue work on various downtown projects including the former Mercy site.
- Work with Council and staff to enhance revenue streams for the Watertown Municipal Arena.
- Work towards completion of the Fort Drum Monument, the Factory Square Dog Park, and other community based projects like the splash park and the Children's Playground rehabilitation.
- Develop a plan to deal with the end of the National Grid hydro contract, as well as work to keep stable City finances and taxes.

City of Watertown

Fiscal Year: 2015-16

Department: Mayor

Account Code: A1210

Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 16,898	\$ 17,380	\$ 17,236	\$ 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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 16,898</u>	<u>\$ 17,380</u>	<u>\$ 17,236</u>	<u>\$ 17,753</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	7,264	6,804	7,100	7,100
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 7,264</u>	<u>\$ 6,804</u>	<u>\$ 7,100</u>	<u>\$ 7,100</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 2,997	\$ 3,238	\$ 3,413	\$ 3,337
820 NYS NYS Police/Fire Retirement Syst	-	-	-	-
830 Social Security	779	790	1,319	1,359
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	5,242	5,497
Total Fringe Benefits	<u>\$ 3,776</u>	<u>\$ 4,028</u>	<u>\$ 9,974</u>	<u>\$ 10,193</u>
Department Total	<u>\$ 27,938</u>	<u>\$ 28,211</u>	<u>\$ 34,310</u>	<u>\$ 35,046</u>

City of Watertown

Fiscal Year: 2015-16
Department: Mayor
Account Code: A1210
Function: General Government Support

FY 2015-16 Budget

Personal Services

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

Operating Expenses

A.1210.0450	Miscellaneous		
	NYCOM Membership	\$ 6,600	
	Travel Expenses	<u>500</u>	<u>\$ 7,100</u>
	Total Operating Expenses		<u>\$ 7,100</u>

Fringe Benefits

A.1210.0810	NYS Employees' Retirement System		\$ 3,337
A.1210.0830	Social Security		1,359
A.1210.0850	Health Insurance		<u>5,497</u>
	Total Fringe Benefits		<u>\$ 10,193</u>

TOTAL BUDGET \$ 35,046

Fiscal Year: 2015-16
Department: City Manager's Office
Account Code: A1230
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ Successfully negotiated Collective Bargaining Agreements with Police and CSEA.
- ✓ Partnered with County and DOT officials to receive official endorsement of the Metropolitan Planning Organization; seated as one of two City members of the Policy Committee to ensure the preservation and more efficient use of existing transportation systems; the enhancement of transit services; the consistency of transportation programs with land use plans; the increased safety and security of the transportation system; and the increased consideration of social, economic, and environmental effects.
- ✓ Advocated for the City's formal membership with the Jefferson County Stormwater Coalition by whose collective efforts will comply with federal stormwater regulations and improve water quality in a cost-effective manner.
- ✓ Began the process of negotiating the collective bargaining agreement with City Fire.
- ✓ Successfully appointed replacements for key positions within the City: Chief and Captain of Police, City Engineer, Confidential Assistant to the City Manager, Benefits Manager, Assistant Superintendent of Parks & Recreation.

2015-16 Goals and Objectives

- Continue to provide the infrastructure and personnel necessary to achieve a healthy and safe environment responsive to the City's requirements for public safety, water, sewage, public works, transit, recreation and entertainment.
- Work with City Council to implement the Fire study recommendations.
- Commence negotiation of collective bargaining agreement with IBEW and continue negotiations with the Fire Department.
- Continue to work with department heads to contain costs and identify efficiencies in delivering services.

City of Watertown

Fiscal Year: 2015-16

Department: City Manager

Account Code: A1230

Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
Personal Services				
110 Salaries	\$ 371,041	\$ 385,971	\$ 400,263	\$ 388,876
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 Allow. / Reimbursements	7,819	-	-	-
Total Personal Services	<u>\$ 378,860</u>	<u>\$ 385,971</u>	<u>\$ 400,263</u>	<u>\$ 388,876</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ 796	\$ 825	\$ 800
420 Insurance	-	-	-	-
430 Contracted Services	-	15,787	14,250	13,900
440 Fees Non Employees	2,430	2,460	2,500	-
450 Miscellaneous	6,385	3,729	6,655	12,405
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	382	1,331	750	750
465 Equipment < \$10,000	13,108	346	450	2,000
Total Operating Expenses	<u>\$ 22,305</u>	<u>\$ 24,449</u>	<u>\$ 25,430</u>	<u>\$ 29,855</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 69,353	\$ 70,522	\$ 66,515	\$ 58,732
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	26,606	27,069	30,621	29,749
840 Workers' Compensation	-	314	-	-
850 Health Insurance	68,375	71,884	78,154	75,862
Total Fringe Benefits	<u>\$ 164,334</u>	<u>\$ 169,790</u>	<u>\$ 175,290</u>	<u>\$ 164,343</u>
Department Total	<u>\$ 565,499</u>	<u>\$ 580,210</u>	<u>\$ 600,983</u>	<u>\$ 583,074</u>

City of Watertown
Fiscal Year: 2015-16
Department: City Manager
Account Code: A1230
Function: General Government Support

FY 2015-16 Budget

Personal Services

A.1230.0110	Salaries		
	City Manager	\$	125,000
	Planning and Community Development Coord. Planner (2)		66,607
	Confidential Assistant to the City Manager (.9) *		97,676
	Confidential Secretary to the City Manager		44,593
	Benefits Administrator (.2) **		47,000
			<u>8,000</u>
	Total Personal Services	\$	<u>388,876</u>

Operating Expenses

A.1230.0410	Utilities		
	Cell phone	\$	800
A.1230.0430	Contracted Services		
	Background Checks	\$	700
	Human Resource Consultant		13,200
			<u>13,900</u>
A.1230.0450	Miscellaneous		
	Travel and Training, Seminars		2,000
	Membership/Organizational Dues		1,930
	Tree Lighting		150
	Advertising		250
	Shipping		100
	Federally Mandated Training and Employee Assistance Program		5,475
	Miscellaneous Citywide Training		2,500
			<u>12,405</u>
A.1230.0460	Materials and Supplies		
	Letterhead, Envelopes, Forms		750
A.1230.0465	Equipment < \$10,000		
	Computer replacements (2)		2,000
	Total Operating Expenses	\$	<u>29,855</u>

Fringe Benefits

A.1230.0810	New York State Employees' Retirement System	\$	58,732
A.1230.0830	Social Security		29,749
A.1230.0850	Health Insurance		<u>75,862</u>
	Total Fringe Benefits	\$	<u>164,343</u>

TOTAL BUDGET \$ 583,074

* Split 10% with MS.1710

** Split 80% with MS.1710

Fiscal Year: 2015-16
Department: Comptroller's Department
Account Code: A1315
Function: General Government Support



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

2014-15 Accomplishments

- ✓ Began developing accounting policies and procedures manual.
- ✓ Monitored financial conditions and addressed budget issues timely by implementing budget freezes to minimize the financial impact of a potential decrease in sales tax revenue.
- ✓ Issued debt to finance various capital projects such as the Arena rehabilitation project and the Factory Street reconstruction.

2015-16 Goals and Objectives

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

City of Watertown
Fiscal Year: 2015-16
Department: Comptroller
Account Code: A1315
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 160,261	\$ 154,482	\$ 173,775	\$ 168,575
120 Clerical	164,955	157,906	160,228	163,851
130 Wages	-	-	-	-
140 Temporary	-	289	-	-
150 Overtime	3,432	1,958	5,000	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	1,189	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 331,448</u>	<u>\$ 315,824</u>	<u>\$ 339,003</u>	<u>\$ 337,426</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	2,030	2,474	3,310	2,600
430 Contracted Services	46,513	49,120	69,752	76,600
440 Fees Non Employees	18,314	25,282	25,440	21,600
450 Miscellaneous	3,392	4,509	4,720	5,510
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	2,848	2,654	3,525	3,600
465 Equipment < \$10,000	10,795	3,516	1,550	3,500
Total Operating Expenses	<u>\$ 83,892</u>	<u>\$ 87,554</u>	<u>\$ 108,297</u>	<u>\$ 113,410</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 57,503	\$ 59,001	\$ 62,312	\$ 60,271
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	24,290	23,240	25,935	25,814
840 Workers' Compensation	114	-	-	-
850 Health Insurance	45,899	41,671	54,896	49,492
Total Fringe Benefits	<u>\$ 127,806</u>	<u>\$ 123,913</u>	<u>\$ 143,143</u>	<u>\$ 135,577</u>
Department Total	<u><u>\$ 543,146</u></u>	<u><u>\$ 527,290</u></u>	<u><u>\$ 590,443</u></u>	<u><u>\$ 586,413</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Comptroller
Account Code: A1315
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.1315.0110	Salaries		
	City Comptroller	\$ 85,279	
	Deputy City Comptroller	62,496	
	Accountant (.5)	<u>20,800</u>	\$ 168,575
A.1315.0120	Clerical		
	Principal Account Clerk (2)	87,999	
	Sr. Account Clerk Typist (2)	<u>75,852</u>	163,851
A.1315.0150	Overtime		<u>5,000</u>
	Total Personal Services		<u>\$ 337,426</u>
Operating Expenses			
A.1315.0420	Insurance		\$ 2,600
A.1315.0430	Contracted Services		
	Office Equipment Maintenance	\$ 525	
	Advertising - Tax/audit/debt notices	425	
	Unemployment Services	2,300	
	Bankruptcy Search Services	100	
	KVS Financial Software Maintenance	40,575	
	Parking Ticket Software Maintenance	23,475	
	Credit Card Processing Fees	7,000	
	Record Management Services	250	
	Debt Disclosure Filing	550	
	Fixed Asset Software Maintenance	<u>1,400</u>	76,600
A.1315.0440	Fees, Non Employees		
	Single Audit	20,400	
	Actuarial Services	<u>1,200</u>	21,600
A.1315.0450	Miscellaneous		
	Travel and Training, Seminars	3,185	
	Dues and Publications	2,275	
	Shipping	<u>50</u>	5,510
A.1315.0460	Materials and Supplies		
	Letterhead, Envelopes	1,300	
	Checks, 1099s, W-2s	<u>2,300</u>	3,600
A.1315.0465	Equipment < \$10,000		
	Miscellaneous Office Equipment		<u>3,500</u>
	Total Operating Expenses		<u>\$ 113,410</u>
Fringe Benefits			
A.1315.0810	New York State Employees' Retirement System		\$ 60,271
A.1315.0830	Social Security		25,814
A.1315.0850	Health Insurance		<u>49,492</u>
	Total Fringe Benefits		<u>\$ 135,577</u>
	TOTAL BUDGET		<u><u>\$ 586,413</u></u>

Fiscal Year: 2015-16
Department: Purchasing Department
Account Code: A1345
Function: General Government Support



Description: The Purchasing Manager's primary role is to operate and maintain a Decentralized Purchasing Program with the various City departments in accordance with the rules and guidelines as set forth under New York State General Municipal Law 103. The objective of the department is to support the various services provided by the City's departments as well as to ensure the prudent and economical use of the public's money for the purchase of maximum quality at the most economical cost, and to guard against favoritism, improvidence, fraud and corruption. This department administers the bidding process and in the past fiscal year oversaw 15 sealed bids, reviewed approximately 3,454 requests for purchase, 3 requests for proposals and numerous requests for quotations.

2014-15 Accomplishments:

- ✓ Continued conversations with other governmental agencies in region to work cooperatively in purchasing endeavors. The department met with other Purchasing officials in the area to discuss ways to cooperatively bid or source goods and services in order to save time and money.

2015-16 Goals and Objectives:

- Continue to review City service contracts to formalize a standard system of awarding contracts and managing performance, reporting and payments.
- Continue to work with departments to better utilize New York State and County contracts in order to obtain savings for the City.
- Continue conversations with other governmental agencies in region to work cooperatively in purchasing endeavors.
- Collaborate with other City Departments to establish policies and procedures that will bring the City into compliance with Federal Grant requirements.

City of Watertown**Fiscal Year: 2015-16****Department: Purchasing Department****Account Code: A1345****Function: General Government Support**

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 64,545	\$ 66,177	\$ 65,923	\$ 65,923
120 Clerical	33,624	34,428	33,624	35,681
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 98,169</u>	<u>\$ 100,605</u>	<u>\$ 99,547</u>	<u>\$ 101,604</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	107	-	125	125
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	1,636	1,569	1,600	1,700
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 1,743</u>	<u>\$ 1,569</u>	<u>\$ 1,725</u>	<u>\$ 1,825</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 17,253	\$ 18,857	\$ 19,711	\$ 19,102
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	7,445	7,612	7,615	7,773
840 Workers' Compensation	-	-	-	-
850 Health Insurance	5,913	6,159	6,159	6,450
Total Fringe Benefits	<u>\$ 30,611</u>	<u>\$ 32,628</u>	<u>\$ 33,485</u>	<u>\$ 33,325</u>
Department Total	<u><u>\$ 130,523</u></u>	<u><u>\$ 134,802</u></u>	<u><u>\$ 134,757</u></u>	<u><u>\$ 136,754</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Purchasing Department
Account Code: A1345
Function: General Government Support

FY 2015-16 Budget

Personal Services

A.1345.0110	Salaries	
	Purchasing Manager	\$ 65,923
A.1345.0120	Clerical	
	Account Clerk Typist	<u>35,681</u>
	Total Personal Services	<u>\$ 101,604</u>

Operating Expenses

A.1345.0430	Contracted Services	
	Printing	\$ 125
A.1345.0450	Miscellaneous	
	Association Fees	\$ 100
	Education/Travel & Training	<u>1,600</u>
	Total Operating Expenses	<u>\$ 1,825</u>

Fringe Benefits

A.1345.0810	New York State Employees' Retirement System	\$ 19,102
A.1345.0830	Social Security	7,773
A.1345.0850	Health Insurance	<u>6,450</u>
	Total Fringe Benefits	<u>\$ 33,325</u>

TOTAL BUDGET	<u>\$ 136,754</u>
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Fiscal Year: 2015-16
Department: Assessment Department
Account Code: A1355
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ Reviewed exemption eligibility of properties based upon the NYS STAR registration program resulting in the removal of a number of ineligible veteran exemptions.
- ✓ Worked with IT to complete the conversion of tax maps to a GIS format.
- ✓ Progressed from the development stage of a document management system to a limited access production server.
- ✓ Coordinated with the City Clerk's office the scanning and indexing of City Council Minutes dating back to 1980 as well as original deeds to City streets and made them available internally.

2015-16 Goals and Objectives:

- Implement changes to the STAR program as proposed by the 2015-2016 New York State budget bill, helping City property owners navigate the change to an income tax credit for new applicants.
- Put into practice new tax map change procedures to provide for real time tax maps/data.
- Continue work towards a city-wide document management system.

City of Watertown
Fiscal Year: 2015-16
Department: Assessment
Account Code: A1355
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 62,773	\$ 64,272	\$ 63,298	\$ 63,298
120 Clerical	-	-	-	-
130 Wages	91,436	96,473	95,273	102,900
140 Temporary	-	-	-	-
150 Overtime	152	-	200	200
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 154,361</u>	<u>\$ 160,744</u>	<u>\$ 158,771</u>	<u>\$ 166,398</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 213	\$ 480	\$ 481	\$ 481
420 Insurance	-	-	-	-
430 Contracted Services	3,520	3,389	3,670	3,670
440 Fees Non Employees	43,259	19,038	25,000	30,000
450 Miscellaneous	5,983	5,969	6,675	7,425
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,463	1,732	1,900	1,950
465 Equipment < \$10,000	604	363	1,300	1,800
Total Operating Expenses	<u>\$ 55,042</u>	<u>\$ 30,971</u>	<u>\$ 39,026</u>	<u>\$ 45,326</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 28,119	\$ 29,913	\$ 27,865	\$ 27,787
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	11,452	11,740	12,145	12,729
840 Workers' Compensation	-	-	-	-
850 Health Insurance	11,135	11,638	11,638	12,157
Total Fringe Benefits	<u>\$ 50,706</u>	<u>\$ 53,292</u>	<u>\$ 51,648</u>	<u>\$ 52,673</u>
Department Total	<u>\$ 260,109</u>	<u>\$ 245,007</u>	<u>\$ 249,445</u>	<u>\$ 264,397</u>

City of Watertown
Fiscal Year: 2015-16
Department: Assessment
Account Code: A1355
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.1355.0110	Salaries		
	City Assessor		\$ 63,298
A.1355.0130	Wages		
	Real Property Appraiser	\$ 60,260	
	Real Property Tax Service Aide	<u>42,640</u>	102,900
A.1355.0150	Overtime		<u>200</u>
	Total Personal Services		<u>\$ 166,398</u>
Operating Expenses			
A.1355.0410	Utilities		
	Tablet data plan		\$ 481
A.1355.0430	Contracted Services		
	Advertising Expenses	\$ 70	
	Repairs/Maintenance of Equip.	500	
	SDG Link Maintenance	1,100	
	Data Processing Service (RPS)	<u>2,000</u>	\$ 3,670
A.1355.0440	Fees, Non Employees		
	Legal and Appraisals Services		30,000
A.1355.0450	Miscellaneous		
	Professional Organization Dues	375	
	Travel and Training	1,750	
	Postage	5,000	
	Mileage	<u>300</u>	7,425
A.1355.0460	Materials and Supplies		
	Tax Bills & Notices	1,600	
	Office Supplies	<u>350</u>	1,950
A.1355.0465	Equipment < \$10,000		
	Computer	1,000	
	Adobe Acrobat Pro (3)	<u>800</u>	1,800
	Total Operating Expenses		<u>\$ 45,326</u>
Fringe Benefits			
A.1355.0810	New York State Employees' Retirement System		\$ 27,787
A.1355.0830	Social Security		12,729
A.1355.0850	Health Insurance		<u>12,157</u>
	Total Fringe Benefits		<u>\$ 52,673</u>
TOTAL BUDGET			<u><u>\$ 264,397</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Miscellaneous
Account Code: A1362, A1380, A1930, A1950, A1990
Function: General Government Support

	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
A1362 Tax Advertising	\$ 20,220	\$ 21,053	\$ 19,850	\$ 21,000
A1380 Fiscal Agent Fees	920	920	800	800
A1930 Judgments and Claims	-	-	5,500	30,000
A1950 Real Property Taxes	39,585	39,466	39,525	39,600
A1990 Contingency	<u>-</u>	<u>-</u>	<u>618,000</u>	<u>410,000</u>
TOTAL BUDGET	<u>\$ 60,725</u>	<u>\$ 61,439</u>	<u>\$ 683,675</u>	<u>\$ 501,400</u>

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

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

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

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

A1990 Contingency - Projected salary and benefit increases for Management and Fire employees as well deferred compensation payments.

Fiscal Year: 2015-16
Department: Property Acquired
Account Code: A1364
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ Worked to mitigate blight within the community through aggressive code enforcement, property acquisition and revitalization efforts and, as a final resort, demolition of properties acquired for non-payment of taxes.

2015-16 Goals and Objectives:

- Continue to work aggressively to mitigate blight within the community through aggressive code enforcement, property acquisition and revitalization efforts and, as a final resort, demolition of properties acquired for non-payment of taxes.
- Continue to work toward reverting properties to the tax roll from City ownership.

City of Watertown
Fiscal Year: 2015-16
Department: Property Acquired
Account Code: A1364
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	121,558	2,700	31,250	51,750
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	359	-	500	250
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 121,917</u>	<u>\$ 2,700</u>	<u>\$ 31,750</u>	<u>\$ 52,000</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u>\$ 121,917</u>	<u>\$ 2,700</u>	<u>\$ 31,750</u>	<u>\$ 52,000</u>

City of Watertown
Fiscal Year: 2015-16
Department: Property Acquired
Account Code: A1364
Function: General Government Support

Operating Expenses

		<u>FY 2015-16 Budget</u>	
A.1364.0430	Contracted Services		
	Auction notices	\$ 250	
	Deed filing costs	1,500	
	Asbestos Surveys, Demolitions	<u>50,000</u>	\$ 51,750
A.1364.0460	Materials and Supplies		<u>250</u>
	Total Operating Expenses		<u>\$ 52,000</u>
	TOTAL BUDGET		<u><u>\$ 52,000</u></u>

Fiscal Year: 2015-16
Department: City Clerk
Account Code: A1410
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ Issued 874 marriage licenses, 1,733 birth certificates, 474 death certificates, 5648 certified copies, 1,742 dog licenses and renewals, 13 business licenses, and 477 handicap parking permits. Performed 507 wedding ceremonies and 88 genealogy searches.
- ✓ Transitioned smoothly through the retirement of a Deputy City Clerk and the hiring process of a new appointee.
- ✓ Developed orientation program and personnel forms to further implement human resource management within the department.
- ✓ Assessed the archival storage of records and began the process of inventorying and creating an electronic version of critical records, such as City Council Minutes.

2015-16 Goals and Objectives:

- Continue to take advantage of training opportunities while working towards certification.
- Collaborate with other departments within the City for the continued development of a records management program.
- Work with Funeral Directors and Medical Providers as NYS Department of Health transitions to the electronic filing of death certificates.

City of Watertown
Fiscal Year: 2015-16
Department: City Clerk
Account Code: A1410
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 130,517	\$ 137,585	\$ 131,718	\$ 135,218
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 130,517</u>	<u>\$ 137,585</u>	<u>\$ 131,718</u>	<u>\$ 135,218</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	7,126	8,701	11,200	11,550
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	497	486	2,300	2,370
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	1,324	761	1,000	1,000
465 Equipment < \$10,000	9,633	469	-	1,000
Total Operating Expenses	<u>\$ 18,580</u>	<u>\$ 10,417</u>	<u>\$ 14,500</u>	<u>\$ 15,920</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 21,867	\$ 25,198	\$ 20,661	\$ 23,375
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,255	9,742	10,077	10,345
840 Workers' Compensation	-	-	-	-
850 Health Insurance	30,427	30,754	26,207	27,444
Total Fringe Benefits	<u>\$ 61,549</u>	<u>\$ 65,694</u>	<u>\$ 56,945</u>	<u>\$ 61,164</u>
Department Total	<u><u>\$ 210,646</u></u>	<u><u>\$ 213,697</u></u>	<u><u>\$ 203,163</u></u>	<u><u>\$ 212,302</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: City Clerk
Account Code: A1410
Function: General Government Support

FY 2015-16 Budget

Personal Services

A.1410.0110	Salaries		
	City Clerk	\$	62,000
	Deputy City Clerk (2)		<u>73,218</u>
	Total Personal Services	\$	<u>135,218</u>

Operating Expenses

A.1410.0430	Contracted Services		
	Copier Maintenance & Lease	\$	2,000
	BAS Clerk Software Updates		1,850
	Online Code Book Updates (E-Code)		1,200
	General Code Supplements		<u>6,500</u>
		\$	11,550
A.1410.0450	Miscellaneous		
	Notary Renewal		60
	Education/Staff Training		1,800
	Membership Dues/Travel		310
	Other Miscellaneous		<u>200</u>
			2,370
A.1410.0460	Materials and Supplies		
	Office Supplies		1,000
A.1410.0465	Equipment < \$10,000		
	Computer		<u>1,000</u>
	Total Operating Expenses	\$	<u>15,920</u>

Fringe Benefits

A.1410.0810	New York State Employees' Retirement System	\$	23,375
A.1410.0830	Social Security		10,345
A.1410.0850	Health Insurance		<u>27,444</u>
	Total Fringe Benefits	\$	<u>61,164</u>

	TOTAL BUDGET	\$	<u><u>212,302</u></u>
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Fiscal Year: 2015-16
Department: Law
Account Code: A1420
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ As a member of the bargaining team, successfully negotiated the Collective Bargaining Agreement with Police.
- ✓ Provided legal counsel, defense and opinions for a number of labor, general, and litigation matters.
- ✓ Secured the City's possession of 138 Court Street from the court appointed trustee in the Alex Rahmi bankruptcy.
- ✓ Collaborated with County attorney on drafting home rule legislation seeking exemption from NYS Corrections Law governing holding of pre-arraignment prisoners and with the 5th Judicial District to establish a protocol for holding and arraigning detainees while the County cells were unavailable for use.
- ✓ Advised City Council on condemnation proceedings and conducted acquisition negotiations in an attempt to secure ownership of the land needed for the proposed Western Boulevard Extension.

2015-16 Goals and Objectives:

- Continue to provide timely and responsive legal counsel to City Council and staff concerning labor matters, requests for opinions, contracts and agreements, and defense of the City and its officers in self-insured defense matters.

City of Watertown
Fiscal Year: 2015-16
Department: Law
Account Code: A1420
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	-
440 Fees Non Employees	282,447	280,971	300,000	465,000
450 Miscellaneous	7,141	8,038	6,500	6,500
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 289,588</u>	<u>\$ 289,009</u>	<u>\$ 306,500</u>	<u>\$ 471,500</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 289,588</u></u>	<u><u>\$ 289,009</u></u>	<u><u>\$ 306,500</u></u>	<u><u>\$ 471,500</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Law
Account Code: A1420
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Operating Expenses			
A.1420.0440	Fees, Non Employees		
	Slye and Burrows	\$ 298,500	
	Bond Schoeneck & King	165,000	
	Arbitrators, Stenographers, etc.	<u>1,500</u>	\$ 465,000
A.1420.0450	Miscellaneous		
	Law Book updates		<u>6,500</u>
	Total Operating Expenses		<u>\$ 471,500</u>
	TOTAL BUDGET		<u><u>\$ 471,500</u></u>

Fiscal Year: 2015-16
Department: Civil Service
Account Code: A1430
Function: General Government Support



Description: The City of Watertown Civil Service Commission performs legislative, executive, and judicial functions: legislative when establishing rules having the force and effect of law; executive when administering the merit system, determining general policy, and establishing internal procedures; and judicial when considering and resolving appeals of Civil Service Law. The Civil Service Commission serves the City of Watertown, Flower Memorial Library, Watertown City School District, and Watertown Housing Authority with responsibility over 313 competitive, 167 non-competitive, 84 labor, 11 exempt, and 4 unclassified positions (for a total of 579 employees). The department is staffed with a full-time Executive Secretary.

2014-15 Accomplishments:

- ✓ Graduated from the 2014 Civil Service Institute in Albany, NY.
- ✓ In 2014, 31 competitive and promotional exams were given resulting in the receipt of 207 applications for exam.
- ✓ Assisted the Flower Memorial Library Board of Directors in recruitment and appointment of eligible candidates for a critical position within the organization - Library Director III.
- ✓ Assisted all appointing authorities serviced by this office to maintain Civil Service compliance and cohesiveness.
- ✓ Promoted job opportunities for all agencies served by this office by posting available positions/examinations and through community outreach to include Workforce 2020.

2015-16 Goals and Objectives:

- Continue to expand the knowledge of job functions, policies, procedures and processes as they relate to the Civil Service mission.
- Enhance information on Civil Service link within City's website.
- Update City's employment/examination applications.
- Continue to assist all appointing authorities serviced by this office to maintain Civil Service compliance and cohesiveness.
- Continue to promote job opportunities for all agencies served by this office by attending job fairs, posting available positions and examinations, and community outreach.

City of Watertown
Fiscal Year: 2015-16
Department: Civil Service
Account Code: A1430
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 48,576	\$ 44,543	\$ 42,000	\$ 42,000
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	552	140	400	400
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 49,128</u>	<u>\$ 44,683</u>	<u>\$ 42,400</u>	<u>\$ 42,400</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	4,887	5,800	5,634	5,790
440 Fees Non Employees	120	50	-	-
450 Miscellaneous	1,200	798	4,976	1,805
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	248	46	300	300
465 Equipment < \$10,000	1,212	363	-	-
Total Operating Expenses	<u>\$ 7,667</u>	<u>\$ 7,057</u>	<u>\$ 10,910</u>	<u>\$ 7,895</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 9,011	\$ 8,586	\$ 4,489	\$ 4,527
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	3,445	3,122	3,244	3,244
840 Workers' Compensation	-	818	-	-
850 Health Insurance	12,957	9,379	5,249	5,497
Total Fringe Benefits	<u>\$ 25,413</u>	<u>\$ 21,905</u>	<u>\$ 12,982</u>	<u>\$ 13,268</u>
Department Total	<u><u>\$ 82,208</u></u>	<u><u>\$ 73,645</u></u>	<u><u>\$ 66,292</u></u>	<u><u>\$ 63,563</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Civil Service
Account Code: A1430
Function: General Government Support

FY 2015-16 Budget

Personal Services

A.1430.0110	Salaries		\$ 42,000
	Executive Secretary to Civil Service Commission		400
A.1430.0170	Out of Code (Exam Monitors)		<u>400</u>
	Total Personal Services		<u>\$ 42,400</u>

Operating Expenses

A.1430.0430	Contracted Services		
	Advertising (Public Hearings)	\$ 150	
	Software Maintenance Agreement	5,340	
	Fees, Non Employee	<u>300</u>	\$ 5,790
A.1430.0450	Miscellaneous		
	Membership Dues	150	
	Mileage Reimbursement	685	
	Travel and Training	750	
	Law Book Updates	<u>220</u>	1,805
A.1430.0460	Materials and Supplies		
	Printed Forms, Letterhead		<u>300</u>
	Total Operating Expenses		<u>\$ 7,895</u>

Fringe Benefits

A.1430.0810	New York State Employees' Retirement System		\$ 4,527
A.1430.0830	Social Security		3,244
A.1430.0850	Health Insurance		<u>5,497</u>
	Total Fringe Benefits		<u>\$ 13,268</u>

TOTAL BUDGET		<u>\$ 63,563</u>
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Fiscal Year: 2015-16
Department: Engineering Department
Account Code: A1440
Function: General Government Support



Description: The City Engineering Department is responsible for providing support to other City departments and the public. Areas include capital design (in-house or outside consultant), project management, property surveys, Planning Board reviews, Zoning and oversight of the Code Enforcement Office. In addition to the City Engineer, the department currently has authorized staffing of one Civil Engineer I and two Civil Engineers I positions, a Computer Aided Design Technician, two Senior Engineering Technicians, and a Secretary I. The goals of the department are to continue the practice of prompt response to inter-departmental needs, maximize in-house design effort, perform project management work on capital projects and serve the public as promptly and efficiently as possible.

2014-15 Accomplishments

- ✓ Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: Factory Street Design, Arena Renovation Design, Flower Memorial Library (FML) and City Hall HVAC Replacement Design, Flower Avenue East Design, construction of the WWTP Disinfection System, Reservoir Parallel Main, Dosing Station Dam repair (PH II), Arena Storage Building, DPW Snow Dump, and various projects in support of DPW and Parks and Recreation.
- ✓ Worked with City Manager, Jefferson County and NYSDOT to stand up and develop the framework documents of the Metropolitan Planning Organization.
- ✓ Worked with developers on key projects at the Woolworth Building, Mercy Building, and Masonic Temple.

2015-16 Goals and Objectives

- Capital Project design, construction oversight and coordination with City Staff, consultants, contractors, utilities, regulatory and funding agencies. Projects include: Design of City Court Expansion, Cooper Street Sanitary Sewer Outfall Design, Palmer Street Design, Lachenauer Drive Pump Station Design, WWTP Sludge Disposal Modification Design, Parks and Rec. Restroom Renovation Design, City Hall HVAC construction, Factory Street Reconstruction, Arena Renovation construction, Water Tank Rehab Construction, Sidewalk Program District #10 and CDBG Sidewalk Improvements.
- Develop a comprehensive street and utility conditions rating system to prioritize capital projects.
- Prepare for and implement the requirements accompanying the designation as an Urbanized Area (MPO, MS4).
- Work with the IT Department to facilitate continued development of the City's GIS database and integration of electronic records.

City of Watertown
Fiscal Year: 2015-16
Department: Engineering Department
Account Code: A1440
Function: General Government Support

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 332,070	\$ 331,613	\$ 345,845	\$ 265,228
120 Clerical	32,170	32,687	32,632	35,681
130 Wages	80,730	85,319	101,146	148,259
140 Temporary	-	-	-	-
150 Overtime	3,039	398	6,000	6,000
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 448,009</u>	<u>\$ 450,017</u>	<u>\$ 485,623</u>	<u>\$ 455,168</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 877	\$ 480	\$ 800	\$ 800
420 Insurance	-	-	-	-
430 Contracted Services	25,822	17,466	46,700	49,450
440 Fees Non Employees	8,083	20,674	15,000	15,000
450 Miscellaneous	2,538	4,394	8,200	9,200
455 Vehicle Expenses	3,606	3,655	2,250	3,000
460 Materials and Supplies	5,760	838	9,600	9,600
465 Equipment < \$10,000	2,106	1,273	1,200	3,200
Total Operating Expenses	<u>\$ 48,792</u>	<u>\$ 48,780</u>	<u>\$ 83,750</u>	<u>\$ 90,250</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 79,583	\$ 81,546	\$ 89,870	\$ 76,833
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	33,006	33,004	37,149	34,821
840 Workers' Compensation	-	2,957	-	2,000
850 Health Insurance	74,511	70,417	69,150	64,658
Total Fringe Benefits	<u>\$ 187,100</u>	<u>\$ 187,925</u>	<u>\$ 196,169</u>	<u>\$ 178,312</u>
Department Total	<u><u>\$ 683,901</u></u>	<u><u>\$ 686,722</u></u>	<u><u>\$ 765,542</u></u>	<u><u>\$ 723,730</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Engineering Department
Account Code: A1440
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.1440.0110	Salaries		
	City Engineer	\$ 80,000	
	Civil Engineer II	67,552	
	Civil Engineer I (2)	<u>117,676</u>	\$ 265,228
A.1440.0120	Clerical		
	Secretary I		35,681
A.1440.0130	Wages		
	CAD Technician	60,260	
	Senior Engineering Technician (2)	<u>87,999</u>	148,259
A.1440.0150	Overtime		<u>6,000</u>
	Total Personal Services		<u>\$ 455,168</u>
Operating Expenses			
A.1440.0410	Utilities		\$ 800
A.1440.0430	Contracted Services		
	Equipment Service/Repair	\$ 800	
	Software & Tech Support	17,750	
	Monument Survey and Installation	10,000	
	Legal Advertisements	600	
	Filing Fees for Deeds/Easements	600	
	Pre-Design Engineering Insp.	10,000	
	Traffic Counts	8,500	
	Maintenance Agreements	<u>1,200</u>	49,450
A.1440.0440	Fees, Non Employee		
	Surveying Agreement		15,000
A.1440.0450	Miscellaneous		
	Travel	2,000	
	Training and Professional Development	4,500	
	Mileage Reimbursement	1,500	
	Professional Memberships	800	
	Texts/Reference Materials	<u>400</u>	9,200
A.1440.0455	Vehicle Expense		
	Insurance	1,500	
	Fuel & Oil	900	
	Maintenance/Repairs	<u>600</u>	3,000

City of Watertown
Fiscal Year: 2013-14
Department: Engineering Department
Account Code: A1440
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
A.1440.0460	Materials & Supplies		
	CAD/Drafting Supplies	700	
	Monument Supplies	7,500	
	Field Supplies	700	
	Office Supplies	700	
		<hr/>	9,600
A.1440.0465	Other Equipment < \$10,000		
	Field Equipment	400	
	Total Station - misc. equipment	400	
	Computers (2), other miscellaneous	2,400	
		<hr/>	3,200
	Total Operating Expenses		<u>\$ 90,250</u>
Fringe Benefits			
A.1440.0810	New York State Employees' Retirement System		\$ 76,833
A.1440.0830	Social Security		34,821
A.1440.0840	Workers' Compensation		2,000
A.1440.0850	Health Insurance		64,658
	Total Fringe Benefits		<u>\$ 178,312</u>
	TOTAL BUDGET		<u><u>\$ 723,730</u></u>

Fiscal Year: 2015-16
Department: Public Works Administration
Account Code: A1490
Function: General Government Support



Description: This account is responsible for the administrative and operational supervision and coordination of a multi-tasked, full service traditional Department of Public Works as well as the CitiBus Public Transit System, Electric and Central Garage with a combined 2014-2015 fiscal year operating budget in excess of \$8,032,050. The office clerical staff provides full accounting, billing, payroll calculations and personnel record keeping for all full time employees. This account is also responsible for operations and maintenance of the Newell Street Facility. There are a total of one part time and five full time employees within this account.

2014-15 Accomplishments

- ✓ Participated in joint inter-departmental construction and maintenance activities with projects such as the installation of the new Rotary Fitness Trail sign in Thompson Park; the cleaning and waxing of the Roswell P. Flower Monument under the oversight of Conservation Solutions Inc.; installed power to rake excavator at the City's Hydro Facility; installed manual transfer switches at six Sewage Treatment Lift Stations.
- ✓ Worked on a joint pole relocation project with National Grid to enable the reconstruction of the northerly intersection of Arsenal & Arcade Streets along with the entrance to the Lachenauer Plaza to bring them into full ADA compliance with the newly adopted national/state standards.
- ✓ Designated by Governor Cuomo as a Direct Recipient of federal financial assistance under Sections 5307/5340, 5309, 5324 and 5339, thereby updating our status to an Urban Transit System and transferring our administration to Region 2 of the FTA. Granted full access to the Transportation Electronic Award Management (TEAM) system thereby establishing our gateway into all federally funded Urban Transportation/Transit System grant opportunities.
- ✓ Completed base and roadway reconstruction, to include new curbing, of the 100 block of South Meadow Street.

2015-16 Goals and Objectives

- Continue to redefine existing CitiBus operational protocols as they pertain to the Federal Transit Administration's Urban Transportation Rules and Regulations and investigate grants and reimbursement opportunities associated with the FTA funding MPO.
- Participate in the development of the Regional Transportation Committee that will be an integral component of the Metropolitan Planning Organization.
- Transition the new Fleet Manager and Transit Director into the department's management structure.
- Continue to study our current recyclable collection protocols as we evaluate opportunities and challenges within the region with the intent to transition into single stream collection.

City of Watertown
Fiscal Year: 2015-16
Department: Public Works Administration
Account Code: A1490
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 98,691	\$ 101,044	\$ 91,214	\$ 91,214
120 Clerical	116,502	99,364	100,266	106,886
130 Wages	40,162	34,639	41,687	46,300
140 Temporary	-	-	-	-
150 Overtime	3,380	2,306	2,300	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,562	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 261,297</u>	<u>\$ 237,352</u>	<u>\$ 235,467</u>	<u>\$ 245,400</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ 27,500	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 27,500</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 32,007	\$ 35,331	\$ 31,652	\$ 35,794
420 Insurance	2,994	2,945	2,945	3,200
430 Contracted Services	52,510	50,599	56,210	50,601
440 Fees Non Employees	2,953	2,104	2,600	2,000
450 Miscellaneous	21,775	2,280	11,950	9,000
455 Vehicle Expenses	2,744	3,508	2,792	3,650
460 Materials and Supplies	17,579	19,978	27,950	24,250
465 Equipment < \$10,000	3,817	1,976	2,425	15,000
Total Operating Expenses	<u>\$ 136,379</u>	<u>\$ 118,720</u>	<u>\$ 138,524</u>	<u>\$ 143,495</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 45,388	\$ 44,165	\$ 43,089	\$ 42,648
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	18,950	17,280	18,013	18,774
840 Workers' Compensation	4,940	5,055	5,000	5,000
850 Health Insurance	43,555	48,439	49,961	50,907
Total Fringe Benefits	<u>\$ 112,833</u>	<u>\$ 114,939</u>	<u>\$ 116,063</u>	<u>\$ 117,329</u>
Department Total	<u><u>\$ 510,509</u></u>	<u><u>\$ 471,011</u></u>	<u><u>\$ 517,554</u></u>	<u><u>\$ 506,224</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Public Works Administration
Account Code: A1490
Function: General Government Support

FY 2015-16 Budget

Personal Services

A.1490.0110	Salaries		
	Superintendent of Public Works	\$	84,034
	Asst. Superintendent of Public Works (1 @ .10) *		7,180
			<u>91,214</u>
A.1490.0120	Clerical		
	Principal Account Clerk		48,966
	Senior Account Clerk Typist		40,831
	Account Clerk Typist (part-time)		17,089
			<u>106,886</u>
A.1490.0130	Wages		
	Senior Engineering Tech		46,300
A.1490.0150	Overtime		1,000
	Total Personal Services	\$	<u>245,400</u>

Operating Expenses

A.1490.0410	Utilities		
	Water/Sewer	\$	1,176
	Electric		7,650
	Natural Gas		21,760
	Westelcom Telephone		3,600
	Tablet Aircard (x2)		960
	Cellular Phone Service		648
			<u>35,794</u>
A.1490.0420	Insurance		3,200
A.1490.0430	Contracted Services		
	Janitorial Services		9,476
	Rug/Mat Rentals		500
	GIS/GPS Software Service/Maintenance		600
	Cartegraph Software Maintenance		14,275
	Weather Forecast Service		825
	Elevator Maintenance/Repair		3,500
	Sealcoat Yard Paved in 2013		3,500
	Fiber Coat Metal Roof 521(e) Newell St		3,000
	Replace Door Sections 521(e) Newell St		700
	Replace Door Sections 521(e) Newell St		750
	HVAC / Plumbing Maintenance		4,000
	Sprinkler System Maintenance		2,000
	Generator Maintenance		875
	Overhead Door Preventive Maintenance (21)		1,900
	Overhead Door Repairs		1,000
	Various Fence and Gate Repairs		900
	Office Equipment Maint./Repair		1,800
	Small Equipment Repairs		1,000
			<u>50,601</u>

City of Watertown

Fiscal Year: 2015-16
Department: Public Works Administration
Account Code: A1490
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
A.1490.0440	Fees, Non-Employees		
	CDL Mandated Random Testing		2,000
A.1490.0450	Miscellaneous		
	Subscriptions & Memberships	1,000	
	PESH Training	1,000	
	First Aid & CPR	3,000	
	Conference & Special Training/Webinars	3,000	
	Reference Manuals	500	
	Safety Shoes/Related Equipment	<u>500</u>	9,000
A.1490.0455	Vehicle Expenses		
	Vehicle Fuel & Lubricants	925	
	Maintenance and Repairs	1,000	
	Insurance	<u>1,725</u>	3,650
A.1490.0460	Materials and Supplies		
	Public Works Administration:		
	Small Tools & Materials	1,750	
	Building/Grounds Maintenance & Repair Materials	5,000	
	Janitorial/Restroom Supplies	2,000	
	Office Equipment Supplies	500	
	Carpenter Tools/Supplies	500	
	Small Tools & Safety Lights	1,000	
	Safety Clothing & Equipment	1,000	
	Central Storeroom Materials:		
	Barricade Parts/Batteries	3,000	
	Lumber & Materials	2,000	
	Small Hand Tools/Equip.	1,500	
	Safety Vests,Gloves etc.(Stock)	4,000	
	Miscellaneous Supplies	<u>2,000</u>	24,250
A.1490.0465	Other Equipment < \$10,000		
	Copier/Printer/Scanner Unit	3,500	
	Tablets (7)	7,000	
	Computers (3)	3,000	
	Weather Base Station Replacement	<u>1,500</u>	15,000
			<u>\$ 143,495</u>
Fringe Benefits			
A.1490.0810	New York State Employees' Retirement System		\$ 42,648
A.1490.0830	Social Security		18,774
A.1490.0840	Workers' Compensation		5,000
A.1490.0850	Health Insurance		<u>50,907</u>
	Total Fringe Benefits		<u>\$ 117,329</u>
	TOTAL BUDGET		<u><u>\$ 506,224</u></u>

* Split 80% with A.1640, 10% with A.8160

Fiscal Year: 2015-16
Department: Municipal Building
Account Code: A1620
Function: General Government Support



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

2014-15 Accomplishments:

- ✓ Rehabilitated the holding/jail cells in City Hall to enable holding of pre-arraignment prisoners.
- ✓ Maintained City Hall and Flower Memorial Library facilities and grounds.

2015-16 Goals and Objectives:

- Work with NYS Court System on renovations to City Hall to accommodate an additional City Court.
- Continue painting and upgrading the offices in City Hall as needed.
- Continue the rehabilitation of the heating system with the replacement of the air handlers and boilers.

City of Watertown
Fiscal Year: 2015-16
Department: Municipal Building
Account Code: A1620
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	55,281	56,075	54,736	57,528
140 Temporary	-	-	-	-
150 Overtime	5,599	5,674	4,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 60,880</u>	<u>\$ 61,749</u>	<u>\$ 58,736</u>	<u>\$ 62,928</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 43,467	\$ 43,539	\$ 54,279	\$ 49,480
420 Insurance	7,702	8,087	8,100	9,900
430 Contracted Services	7,612	29,957	38,785	36,676
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	53	250	-	-
455 Vehicle Expenses	411	1,713	1,050	1,625
460 Materials and Supplies	10,306	7,074	12,500	14,000
465 Equipment < \$10,000	5,543	918	-	-
Total Operating Expenses	<u>\$ 75,094</u>	<u>\$ 91,537</u>	<u>\$ 114,714</u>	<u>\$ 111,681</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 10,967	\$ 11,325	\$ 11,630	\$ 11,831
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	4,563	4,626	4,494	4,814
840 Workers' Compensation	-	-	-	-
850 Health Insurance	8,870	9,239	9,240	6,450
Total Fringe Benefits	<u>\$ 24,400</u>	<u>\$ 25,190</u>	<u>\$ 25,364</u>	<u>\$ 23,095</u>
Department Total	<u><u>\$ 160,374</u></u>	<u><u>\$ 178,476</u></u>	<u><u>\$ 198,814</u></u>	<u><u>\$ 197,704</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Municipal Building
Account Code: A1620
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.1620.0130	Wages		
	Custodial and Maintenance Supervisor *	\$ 23,390	
	Laborer I (2 @ .50) *	<u>34,138</u>	\$ 57,528
A.1620.0150	Overtime		4,000
A.1620.0175	Health Insurance Buyout		<u>1,400</u>
	Total Personal Services		<u><u>\$ 62,928</u></u>
 Operating Expenses			
A.1620.0410	Utilities		
	Phone System	\$ 19,000	
	Water and Sewer	3,600	
	Electric	11,300	
	Electric (Town Clock)	1,800	
	Diesel Fuel	1,380	
	Natural Gas	<u>12,400</u>	\$ 49,480
A.1620.0420	Insurance		9,900
A.1620.0430	Contracted Services		
	Stat Contract	360	
	Seimen's Contract	7,866	
	HVAC Maintenance	20,000	
	Grounds & Building Repairs	4,500	
	Elevator Maintenance	2,800	
	Generator Contract	<u>1,150</u>	36,676
A.1620.0455	Vehicle Expenses		
	Small Engine repair	950	
	Gasoline	<u>675</u>	1,625
A.1620.0460	Materials and Supplies		
	Cleaning Supplies, Filters, Mops, Wax, Light Bulbs, Paint		<u>14,000</u>
	Total Operating Expenses		<u><u>\$ 111,681</u></u>
 Fringe Benefits			
A.1620.0810	New York State Em[ployees' Retirement System		\$ 11,831
A.1620.0830	Social Security		4,814
A.1620.0850	Health Insurance		<u>6,450</u>
	Total Fringe Benefits		<u><u>\$ 23,095</u></u>
	 TOTAL BUDGET		 <u><u>\$ 197,704</u></u>

* Split 50% with L.7410

Fiscal Year: 2015-16
Department: Central Garage
Account Code: A1640
Function: General Government Support



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

2014-15 Accomplishments

- ✓ Installed the engine specific (CUMMINS) software onto the Central Garage shop laptop and fully commissioned the enhanced vehicle diagnostic and analysis system.
- ✓ Issued requisitions for all vehicles authorized in the 2014-15 budget available for purchase on a government purchasing plan not “delayed” due to funding.
- ✓ Conducted a cost benefit analysis of replacing the original 400 watt metal halide lights in the maintenance facility with energy efficient T5 fluorescent fixtures. Concluded that the project pay back is 1 year after which the annual cost savings based upon current rates will be in excess of \$8,000.
- ✓ Developed specifications for those vehicles to be competitively bid and will have issued requisitions for any vehicle that was available on a government purchase plan that the purchase was initially delayed due to funding.

2015-16 Goals and Objectives

- Add additional diagnostic software to enhance vehicle diagnostic and analysis capabilities for a greater coverage of existing fleet.
- Proceed with the high efficiency lighting upgrade for the maintenance facility.
- Develop detailed specifications and bid all 2015-2016 authorized vehicle purchases utilizing either competitive bidding or government purchase contracts.
- Work to meet all requirements of the FTA as it relates to transit vehicle maintenance and record keeping.
- Prepare specifications for the purchase of new transit buses.
- Complete a physical inventory of all parts that are in “stock.”

City of Watertown
Fiscal Year: 2015-16
Department: Central Garage
Account Code: A1640
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 36,010	\$ 36,868	\$ 57,442	\$ 57,442
120 Clerical	38,477	39,397	38,477	40,831
130 Wages	246,794	268,534	264,213	252,553
140 Temporary	2,543	-	-	-
150 Overtime	4,556	6,183	5,000	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,400	7,100	7,100	5,600
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 336,780</u>	<u>\$ 358,081</u>	<u>\$ 372,232</u>	<u>\$ 361,426</u>
Equipment				
230 Vehicles	\$ 24,027	\$ -	\$ -	\$ 29,000
250 Other	-	-	8,500	-
Total Equipment	<u>\$ 24,027</u>	<u>\$ -</u>	<u>\$ 8,500</u>	<u>\$ 29,000</u>
Operating Expenses				
410 Utilities	\$ 15,348	\$ 30,639	\$ 15,930	\$ 19,700
420 Insurance	2,790	2,952	2,953	3,275
430 Contracted Services	54,873	67,273	70,804	55,662
440 Fees Non Employees	421	180	300	300
450 Miscellaneous	828	793	2,395	3,550
455 Vehicle Expenses	5,914	8,629	5,962	5,880
460 Materials and Supplies	135,479	164,280	144,205	131,224
465 Equipment < \$10,000	10,212	3,048	13,850	8,525
Total Operating Expenses	<u>\$ 225,865</u>	<u>\$ 277,794</u>	<u>\$ 256,399</u>	<u>\$ 228,116</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 58,029	\$ 66,409	\$ 74,783	\$ 68,887
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	25,073	26,496	28,475	27,651
840 Workers' Compensation	19,328	454	2,000	1,000
850 Health Insurance	44,769	46,665	46,664	60,336
Total Fringe Benefits	<u>\$ 147,199</u>	<u>\$ 140,025</u>	<u>\$ 151,922</u>	<u>\$ 157,874</u>
Department Total	<u><u>\$ 733,871</u></u>	<u><u>\$ 775,901</u></u>	<u><u>\$ 789,053</u></u>	<u><u>\$ 776,416</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Central Garage
Account Code: A1640
Function: General Government Support

FY 2015-16 Budget

Personal Services

A1640.0110	Salaries		
	Assistant Superintendent of Public Works (80%) *	\$	57,442
A.1640.0120	Clerical		
	Senior Account Clerk/Typist		40,831
A.1640.0130	Wages		
	Motor Equipment Mechanic (5.5) ***		252,553
A.1640.0150	Overtime		5,000
A.1640.0175	Health Insurance Buyout		5,600
	Total Personal Services	\$	<u>361,426</u>

Equipment

A.1640.0230	Vehicles		
	Supervisor Pick-up Truck	\$	29,000
	Total Equipment Expenses	\$	<u>29,000</u>

Operating Expenses

A.1640.0410	Utilities		
	Gas	\$	15,840
	Water/ Sewer		3,400
	Telephone		260
	Cell Phone		200
			<u>19,700</u>
A.1640.0420	Insurance		3,275
A.1640.0430	Contracted Services		
	Janitorial Services		12,000
	Sanor Service		432
	Uniforms / Rug Rental		4,000
	Water Cooler / Delivery		625
	Part Machine Servicing		2,200
	Annual Sprinkler Inspection		150
	Oil, Filters & Antifreeze Disposal		1,100
	Overhead Door Repair		1,200
	Overhead Door Preventive Maintenance (11)		1,200
	Brake Lathe Maintenance		400
	Shop Air Compressor Maintenance		750
	Peak Roof Over Entry Door		3,000
	Building Roof Repairs		2,000
	CUMMINS Insite Program Renewal		500
	Chimney Repairs		2,100
	Veeder Root & Leak Detector Testing		1,300
	Heating/Plumbing Maint./Repairs		2,500
	HVAC Service Agreement		2,500
	Pest Control		1,900

City of Watertown
Fiscal Year: 2015-16
Department: Central Garage
Account Code: A1640
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
	Fire Alarm Monitoring	330	
	Vehicle Diagnostic Sytem Upgrades	2,850	
	Fuel Master / Fuel Farm Maintenance	1,700	
	Car Wash Maintenance	2,500	
	Vehicle Lift Annual Maint & Inspct	2,150	
	Vehicle Lift Repair	2,000	
	Fork Lift Maintenance	700	
	Pressure Washer Maintenance	600	
	Fleet Maintenance Software (RTA)	900	
	Fleet Support Service (Cartegraph)	225	
	Copier Maintenance. Contract	250	
	Crane Inspection & Certification (3)	1,100	
	Cylinder Rental	500	
		<hr/>	55,662
A.1640.0440	Fees, Non-Employee		
	Employee Testing		300
A.1640.0450	Miscellaneous		
	Safety Shoes & Safety Apparel (7)	1,500	
	Training/PESH	1,600	
	Repair Manuals	300	
	Licensing/Subscriptions	150	
		<hr/>	3,550
A.1640.0455	Vehicle Expenses		
	Equipment Maint/Repair	2,000	
	Preventive Maintenance	400	
	Gasoline	1,655	
	Insurance	1,825	
		<hr/>	5,880
A.1640.0460	Materials and Supplies		
	NYSI Authorization	140	
	Gas & Diesel Fuel **	77,384	
	Lubricants **	2,700	
	Bulk Hydraulic Hose	2,500	
	Shop Tool Replacements	3,000	
	Welding Gas	500	
	Mechanics Supplies	5,000	
	Overhead Exhaust Hose (3)	1,500	
	Lighting Fixture Upgrade (41)	7,000	
	Refurbish Used Oil Tank Pad & Manhole	4,500	
	Car Wash Soap	2,000	
	Shop Towels/Hand Soap	3,500	
	Misc. Parts for Maint./ Repair **	21,500	
		<hr/>	131,224
A.1640.0465	Equipment < \$10,000		
	Metal Cutting Band Saw	1,350	
	Oil Line Filtration System	750	
	Toe-in Measuring Device	475	
	Storage Bins (Pigeon Hole)	350	
	Vehicle Strut Compressor	1,000	

City of Watertown
Fiscal Year: 2015-16
Department: Central Garage
Account Code: A1640
Function: General Government Support

	<u>FY 2015-16 Budget</u>	
Dump Box Safety Props	1,100	
Diagnostic Software for Large Vehicles	3,500	8,525
Total Operating Expenses		<u>\$ 228,116</u>

Fringe Benefits

A.1640.0810	New York State Employees' Retirement Sytem	\$ 68,887
A.1640.0830	Social Security	27,651
A.1640.0840	Workers' Compensation	1,000
A.1640.0850	Health Insurance	60,336
	Total Fringe Benefits	<u>\$ 157,874</u>
	TOTAL BUDGET	<u><u>\$ 776,416</u></u>

* Split 10% with A.1490, 10% with A.8160

* * 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.

*** One motor equipment mechanic budgeted to start January 1, 2016

A1640 – Central Garage

Fiscal Year 2015-16
Vehicles and Equipment



Fleet Manager's Pickup Truck 1-030

\$29,000

Vehicle 1-030 is a 1997 Chevrolet S-10, four wheel drive, extended cab pickup that is assigned to the Central Garage supervisor. The truck has in excess of 90,000 miles and is in very poor condition with substantial rust and deterioration to the body and box. The vehicle has had two frame repairs due to corrosion and the vehicle under structure has a great deal of corrosion. The replacement vehicle will be one half ton pickup of like kind. The new vehicle will be purchased from a municipal contract. The present vehicle will be sold through the City's excess vehicle auction or scrapped if the condition warrants.



Fiscal Year: 2015-16
Department: Central Printing and Mailing
Account Code: A1670
Function: General Government Support



Description: It is the responsibility of Central Printing and Mailing to operate and maintain the Kyocera Taskalfa 5501i & 5530 copiers, Hasler IN-600 mailing machine and electronic mail scale located in City Hall for use by all City departments. All fees associated with maintenance, copy charges, stationery supplies and postage are charged to this account. This department maintains a centralized inventory of office supplies for use by all of the departments within the City. Through the use of State Contract pricing, blanket order purchasing 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.

2014-15 Accomplishments:

- ✓ Continued to review current service contracts for performance and toner usage.
- ✓ Replaced copier for the second floor at City Hall.

2015-16 Goals and Objectives:

- Continue to investigate the use of County, New York State OGS or cooperative contracts to lower paper and basic office supply costs.
- Analyze current copy machine on third floor of City Hall for possible replacement. If a replacement is warranted, work with the successful vendor to establish a service plan that will ensure uninterrupted performance.
- Collaborate with the IT Department to reduce the cost of printing by migrating from ink-jet printers to a lower cost alternative.

City of Watertown
Fiscal Year: 2015-16
Department: Central Printing and Mailing
Account Code: A1670
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	5,447	-	13,000
Total Equipment	<u>\$ -</u>	<u>\$ 5,447</u>	<u>\$ -</u>	<u>\$ 13,000</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	6,796	7,071	9,150	5,700
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	25,139	27,492	27,500	28,500
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	34,046	31,123	35,800	36,650
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 65,981</u>	<u>\$ 65,686</u>	<u>\$ 72,450</u>	<u>\$ 70,850</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 65,981</u></u>	<u><u>\$ 71,133</u></u>	<u><u>\$ 72,450</u></u>	<u><u>\$ 83,850</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Central Printing and Mailing
Account Code: A1670
Function: General Government Support

FY 2015-16 Budget

Equipment
A.1670.0250

Other Equipment		
Copier (City Hall - Third Floor)	\$	13,000

Operating Expenses
A.1670.0430

Contracted Services		
Postage Meter Rental	\$	600
Mail Machine Maintenance		550
Copier Maintenance (2nd Floor)		1,800
Copier Maintenance (3rd Floor)		2,750
	\$	5,700

A.1670.0450	Miscellaneous	
	Postage	28,500

A.1670.0460	Materials and Supplies	
	Office Supplies	35,800
	Postage Machine Supplies (ink and tapes)	850
		36,650

Total Operating Expenses		\$ 70,850
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TOTAL BUDGET		\$ 83,850
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A1670 – Central Printing and Mailing

Fiscal Year 2015-16
Vehicles and Equipment



Copier

\$13,000

The current copier on the third floor is over ten years old and is experiencing an increasing number of failures. Although it is currently under a maintenance agreement, the provider has indicated that they will not be able to support the machine in the near future due to the inability to get parts. This copier is the only copier on the third floor and therefore it is an essential piece of equipment.

Fiscal Year: 2015-16
Department: Information Technology
Account Code: A1680
Function: General Government Support



Description: The IT Department is responsible for strategic planning, budgeting, operational support, and coordination of technology requirements and uses within and between all departments to achieve the business objectives of City. The department's four staff members operate the City's data and voice network; manage its servers, workstations, data and software and implement and support GIS information technologies for all departments. The Manager serves as the City's Chief Information Officer with responsibility for providing information and telecommunications services and protecting the City's information security.

2014-15 Accomplishments:

- ✓ Completed assessments of IT Dept. Structure, role, and efficiency.
- ✓ Completed an IT Strategic Plan.
- ✓ Commenced development of a GIS Strategic Plan.
- ✓ Evaluated a plan for future document management.
- ✓ Cut several expenses via obsolete and/or unnecessary support contracts upwards of \$35,000.
- ✓ Procured a backup NAS device, on target to completely revise the City's backup system.
- ✓ Initiated Thompson Park fiber project.
- ✓ Replaced e-mail spam & web filtering system.
- ✓ Improved the guest Internet system at the Ice Arena.
- ✓ In conjunction with the Comptroller's office, established PCI compliance for Parks & Recreation.
- ✓ Added conduit into the Factory Street project.
- ✓ Initiated Cartegraph upgrade/transition.
- ✓ Initiated the phase out of Thin Clients.

2015-16 Goals and Objectives:

- Continue to assess the IT department's structure, role, and efficiency.
- Continue to evaluate IT technology services to capitalize on efficiencies.
- Continue to formulate a City-wide strategy for document management .
- Procure an ideal backup software solution in order to complete phase II of the City's backup plan.
- Continue to improve IT equipment tracking and implement a logical replacement system.
- Continue to improve the network structure to promote increased reliability and improved speed.
- Explore website redevelopment and re-branding project.
- Complete Thompson Park fiber project.
- Replace antivirus and anti-malware solution.
- Provide temporary data and voice solutions for Parks and Recreation.
- Work with Engineering to incorporate the IT pieces of the Arena project.
- Continue Cartegraph transition and roll out.
- Transition to new solutions for data in vehicles.
- Complete the phase out of Thin Clients.
- Explore rebuilding a VMWare farm.

City of Watertown
Fiscal Year: 2015-16
Department: Information Technology
Account Code: A1680
Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 68,085	\$ 57,075	\$ 67,000	\$ 113,955
120 Clerical	-	-	-	-
130 Wages	174,940	175,300	182,613	195,879
140 Temporary	-	-	-	-
150 Overtime	1,132	4,077	3,000	3,900
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 246,957</u>	<u>\$ 236,451</u>	<u>\$ 252,613</u>	<u>\$ 313,734</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	21,220	-	25,000	27,000
Total Equipment	<u>\$ 21,220</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 27,000</u>
Operating Expenses				
410 Utilities	\$ 13,231	\$ 14,189	\$ 16,343	\$ 16,400
420 Insurance	-	-	-	-
430 Contracted Services	65,293	67,909	75,983	37,384
440 Fees Non Employees	910	-	2,030	2,000
450 Miscellaneous	3,554	4,817	5,283	6,000
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	2,987	759	3,045	2,000
465 Equipment < \$10,000	24,193	28,133	34,221	60,500
Total Operating Expenses	<u>\$ 110,168</u>	<u>\$ 115,807</u>	<u>\$ 136,905</u>	<u>\$ 124,284</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 42,049	\$ 43,437	\$ 40,418	\$ 46,338
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	18,208	17,462	19,326	24,000
840 Workers' Compensation	137	103	-	-
850 Health Insurance	49,222	45,266	52,609	68,392
Total Fringe Benefits	<u>\$ 109,616</u>	<u>\$ 106,269</u>	<u>\$ 112,353</u>	<u>\$ 138,730</u>
Department Total	<u><u>\$ 487,961</u></u>	<u><u>\$ 458,527</u></u>	<u><u>\$ 526,871</u></u>	<u><u>\$ 603,748</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Information Technology
Account Code: A1680
Function: General Government Support

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.1680.0110	Salaries		
	Information Technology Manager	\$ 67,000	
	Information Technology Project Manager	<u>46,955</u>	\$ 113,955
A.1680.0130	Wages		
	GIS Coordinator	\$ 56,200	
	GIS Technician	51,260	
	Information Technology Specialist (2)	<u>88,419</u>	195,879
A.1680.0150	Overtime		<u>3,900</u>
	Total Personal Services		<u>\$ 313,734</u>
Equipment			
A.1680.0250	Other Equipment		
	Tape Backup Replacement	14,000	
	Antivirus Software	<u>13,000</u>	27,000
	Total Equipment		<u>\$ 27,000</u>
Operating Expenses			
A.1680.0410	Utilities		
	Westelcom Data / RPI	13,000	
	Time Warner Data	<u>3,400</u>	\$ 16,400
A.1680.0430	Contracted Services		
	ESRI (ARCGIS Maintenance & Support)	8,684	
	Citrix Systems	6,400	
	Oracle America (Blade Support)	600	
	Digicert	700	
	Telephone System Maintenance	15,000	
	Equipment Maintenance - Printer Support	<u>6,000</u>	37,384
A.1680.440	Fees, Non Employees		
	Technical Support Services		2,000
A.1680.0450	Miscellaneous		
	Travel and Training		6,000
A.1680.0460	Materials and Supplies		
	Tapes and Supplies		2,000
A.1680.0465	Equipment < \$10,000		
	Computers/Tablets/Printers	2,500	
	Servers and virtualization	50,000	
	Desks	1,600	
	Chairs	400	
	Phone Handsets and equipment	1,000	
	Network Switch Replacement	<u>5,000</u>	60,500
	Total Operating Expenses		<u>\$ 124,284</u>

City of Watertown
Fiscal Year: 2015-16
Department: Information Technology
Account Code: A1680
Function: General Government Support

FY 2015-16 Budget

Fringe Benefits

A.1680.0810	New York State Employees' Retirement System	\$	46,338
A.1680.0830	Social Security		24,000
A.1680.0850	Health Insurance		<u>68,392</u>
	Total Fringe Benefits	\$	<u>138,730</u>

TOTAL BUDGET	\$	<u><u>603,748</u></u>
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A1680 – Information Technology

Fiscal Year 2015-16 Vehicles and Equipment



Backup Software:

\$14,000

We are currently utilizing multiple software systems to maintain data reliability and redundancy. In 2014, we purchased a hardware NAS device to house backup data. Since that purchase, we have been in the process of moving critical backup data to that device. Phase II of the backup revitalization plan, is to procure and implement the appropriate software in order to consolidate software systems, handle the large amount of data that is required, as well as the ability to manage backing up multiple sources of data via one system. A good backup system is arguably the most important strategy that any municipality, business, or corporation can – and should – invest in.



Antivirus Software

\$13,000

The city currently has an antivirus solution, but we feel that it is inadequate and that it can be improved by replacing it with a different product. Due to the ever-evolving technological threats such as viruses, malware, and hacking, this is also one of the backbones of having a stable and reliable IT foundation.



Fiscal Year: 2015-2016
Department: Police Department
Account Code: A3120
Function: Public Safety



Description: The City of Watertown Police Department provides protection and services to the citizens of and visitors to the City. The department is staffed with 64 sworn officers and three civilian personnel. It is divided into three divisions; Administration, Investigations and Patrol. In 2014, the Watertown Police Department received 24,944 calls for service, of which 1,506 were motor vehicle accidents. WPD officers arrested 1,830 adults, 53 juveniles, issued 2,952 uniform traffic tickets, issued 1,864 parking citations and investigated 1,445 domestic disputes.

2014-2015 Accomplishments:

- ✓ Conducted a Police Academy from August 2014 through March 2015 that resulted in six City of Watertown Police Officer graduates. Additionally, new law enforcement shields were presented to graduates from Carthage Village Police, Lewis County Sheriff, and Jefferson County Sheriff.
- ✓ Worked to keep overtime under control by monitoring platoon staffing, making adjustments to training scheduling and working closely with supervisors to limit unnecessary overtime. This was especially challenging, due to the number of patrol officers in training at the Police Academy.
- ✓ Successfully transitioned the Watertown Police Department Administration during June and July of 2014. The Chief of Police, Captain and Administration Sergeant positions all changed hands due to retirements or promotions. Additionally, in the following months, the department promoted four of seven detectives, five of seven sergeants and two of four lieutenants.

2015-2016 Goals and Objectives:

- Continue to work closely with City Information Technology Department to upgrade and keep police computers up to date and in working order. An IT staff member will be provided an office at the PSB so that they can work more efficiently with the department, and be on-site several days each week.
- Continue to seek external grants and funding sources to enhance the department's equipment, training budget, and services that the police department provides to the citizens of Watertown.
- Continue working with the Metro-Jefferson Drug Task Force and State Police Community Narcotics Teams to identify and arrest the traffickers of illegal narcotics in the City and County. An additional goal is to bring the staffing level at the MJDTF back to three WPD Detectives as staffing allows.
- Continue to outfit officers with replacement body armor through the Bulletproof Vest Partnership Program which is sponsored by the Federal government.

City of Watertown
Fiscal Year: 2015-16
Department: Police
Account Code: A3120
Function: Public Safety

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 184,564	\$ 203,439	\$ 176,134	\$ 178,000
120 Clerical	94,012	94,639	61,552	91,219
130 Wages	3,776,197	3,786,705	3,849,416	4,159,265
140 Temporary	50,639	50,670	55,000	55,000
150 Overtime	298,731	267,692	276,500	250,000
155 Holiday Pay	40,231	43,865	46,000	46,000
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	9,230	15,876	15,300	21,250
180 Roll Call Pay	85,511	91,453	90,000	45,000
185 On Call Pay	10,833	12,658	12,000	12,000
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	4,000	5,000	6,000	6,000
Total Personal Services	<u>\$ 4,553,948</u>	<u>\$ 4,571,996</u>	<u>\$ 4,587,902</u>	<u>\$ 4,863,734</u>
Equipment				
230 Vehicles	\$ 138,963	\$ 124,355	\$ 113,500	\$ 115,200
250 Other	-	-	-	-
Total Equipment	<u>\$ 138,963</u>	<u>\$ 124,355</u>	<u>\$ 113,500</u>	<u>\$ 115,200</u>
Operating Expenses				
410 Utilities	\$ 27,663	\$ 25,595	\$ 33,200	\$ 33,200
420 Insurance	1,041	1,059	1,060	1,200
430 Contracted Services	417,744	407,971	405,255	262,800
440 Fees Non Employees	2,745	2,513	24,100	6,950
450 Miscellaneous	66,671	72,007	76,900	89,000
455 Vehicle Expenses	263,902	274,655	253,927	247,125
460 Materials and Supplies	27,208	29,021	63,350	59,600
465 Equipment < \$10,000	91,577	7,287	5,800	48,700
Total Operating Expenses	<u>\$ 898,551</u>	<u>\$ 820,109</u>	<u>\$ 863,592</u>	<u>\$ 748,575</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 16,460	\$ 17,977	\$ 12,618	\$ 9,670
820 NYS Police/Fire Retirement System	1,039,705	1,185,514	1,152,395	1,084,618
830 Social Security	337,530	336,962	350,975	372,072
840 Workers' Compensation	78,283	104,121	80,000	145,000
850 Health Insurance	712,341	738,133	780,813	746,001
Total Fringe Benefits	<u>\$ 2,184,319</u>	<u>\$ 2,382,707</u>	<u>\$ 2,376,801</u>	<u>\$ 2,357,361</u>
Department Total	<u><u>\$ 7,775,781</u></u>	<u><u>\$ 7,899,168</u></u>	<u><u>\$ 7,941,795</u></u>	<u><u>\$ 8,084,870</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Police
Account Code: A3120
Function: Public Safety

FY 2015-16 Budget

Personal Services

A.3120.0110	Salaries		
	Police Chief	\$	92,000
	Police Captain		86,000
			<u>178,000</u>
A.3120.0120	Clerical		
	Secretary I		32,138
	Parking Enforcement Officer / Records Clerk		29,516
	Records Clerk		29,565
			<u>91,219</u>
A.3120.0130	Wages		
	Police Lieutenant (4)		347,471
	Police Sergeant (7)		515,000
	Detectives (7)		478,590
	Police Officer (44)		2,818,204
			<u>4,159,265</u>
A.3120.0140	Temporary		
	School Crossing Guards		55,000
A.3120.0150	Overtime		250,000
A.3120.0155	Holiday Pay		46,000
A.3120.0175	Health Insurance Buyout		21,250
A.3120.0180	Roll Call Pay		45,000
A.3120.0185	On Call Pay		12,000
A.3120.0195	Clothing/Cleaning Allowance		6,000
	Total Personal Services	\$	<u>4,863,734</u>

Equipment

A.3120.0230	Motor Vehicles		
	Marked Patrol Cars (3)	\$	115,200
	Total Equipment	\$	<u>115,200</u>

Operating Expenses

A.3120.0410	Utilities		
	National Grid	\$	300
	PSB Phone Charges		7,200
	Cellular Telephones		13,700
	Wireless Communication		12,000
			<u>33,200</u>
A.3120.0420	Insurance		1,200

City of Watertown
Fiscal Year: 2015-16
Department: Police
Account Code: A3120
Function: Public Safety

		<u>FY 2015-16 Budget</u>	
A.3120.0430	Contracted Services		
	Software Maintenance	34,000	
	Net motion security contract	5,200	
	Commetex H/W & S/W Maint.	3,600	
	Onondaga Live Scan Maint.	1,000	
	Ambulance Service	2,500	
	License Plate Reader - software only	500	
	Datamaster Maintenance	1,500	
	Lightbar/Radio Maintenance	6,500	
	Advertising	500	
	Towing Service	1,800	
	Public Safety Building Maintenance	173,500	
	Public Safety Building Capital	22,000	
	Radar Recertification	2,800	
	Portable Toilets	700	
	Taser Maintenance /Insurance	1,200	
	SQL Licensing	4,500	
	Laser Printer Maintenance	1,000	
		<hr/>	262,800
A.3120.0440	Fees, Non Employee		
	Veterinary Care	3,200	
	New Hires Physicals	1,500	
	New Hires Psychologicals	1,500	
	Crossing Guard Physicals	750	
		<hr/>	6,950
A.3120.0450	Miscellaneous		
	Tuition Assistance	5,000	
	Training Schools	15,000	
	Quartermaster Program	38,000	
	Shipping Expenses	1,000	
	Travel Reimbursements	5,000	
	Investigation Funds	20,000	
	K9 Boarding	1,000	
	Printed Materials/Brochures	4,000	
		<hr/>	89,000
A.3120.0455	Vehicle Expenses		
	Gasoline	140,000	
	Replacement Tires	12,000	
	Insurance	40,125	
	General & Collision Repairs	45,000	
	Preventive Maintenance	7,000	
	Vehicle Marking Materials	3,000	
		<hr/>	247,125

City of Watertown

Fiscal Year: 2015-16
Department: Police
Account Code: A3120
Function: Public Safety

		<u>FY 2015-16 Budget</u>	
A.3120.0460	Materials and Supplies		
	Training Ammo	7,400	
	Service Ammo	3,800	
	Range Supplies	2,300	
	Pepperball Supplies	5,200	
	Safety Flares	1,000	
	Identification Materials	5,000	
	K-9 Dog Food	2,400	
	K-9 Maintenance Supplies	3,000	
	Parking Tickets	750	
	General Office Supplies	3,000	
	Printed Forms	3,000	
	Special Response Team (SRT)	1,250	
	Training Supplies	2,000	
	DARE Supplies	4,000	
	Crossing Guard Supplies	750	
	General Police Supplies	2,000	
	Electronic Control Devices	3,750	
	Portable Radio Batteries	2,500	
	Pepper Spray Replacement	500	
	Taser Cartridges	4,000	
	Defensive Tactics Supplies	2,000	59,600
A.3120.0465	Equipment < \$10,000		
	Computer Equipment	12,000	
	Copier	1,300	
	K9	14,000	
	K9 Equipment	5,000	
	Office Equipment	7,600	
	Weapons - new (5)	2,100	
	Weapons - trade/replace (14)	2,100	
	Weapons - training (10)	4,600	48,700
	Total Operating Expenses		<u>\$ 748,575</u>
Fringe Benefits			
A.3120.0810	New York State Employees' Retirement System	\$	9,670
A.3120.0820	New York State Police/Fire Retirement System		1,084,618
A.3120.0830	Social Security		372,072
A.3120.0840	Workers' Compensation		145,000
A.3120.0850	Health Insurance		<u>746,001</u>
	Total Fringe Benefits	\$	<u>2,357,361</u>
TOTAL BUDGET		\$	<u><u>8,084,870</u></u>

A3120 – Police Department

Fiscal Year 2015-16
Equipment



Vehicle Replacements (3)

\$115,200

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



Fiscal Year: 2015-16
Department: Fire Department
Account Code: A3410
Function: Public Safety



Description: The City of Watertown Fire Department provides emergency and educational services for the citizens of Watertown and the larger regional area. These essential services includes: Fire Safety Education, Fire Suppression and Investigation, non-transport BLS/EMS, Hazardous Materials and Technical Rescue services. The demand for services for the past two years averaged above 4000 incidents per year. These include for calendar year 2014: fire incidents including: 40 residential structures, 57 other structures, and 132 fire situations of various nature, 2,529 emergency medical calls and 10 occasions where the department responded to mutual aid and 2 instances of mutual aid being provided to the City.

2014-15 Accomplishments:

- ✓ Executed water rescue training and bid a response vehicle through USAR FY 12 and FY 14 grants.
- ✓ Developed written specifications for the purchase of a new fire pumper.
- ✓ Presented fire and safety presentations to 5,500 students and 3,173 adults, including 11 local businesses.
- ✓ Renewed partnership with Jefferson County for hazardous materials response for our regional area.
- ✓ Moved to NYS EMT recertification program to accomplish continuing medical education (CME) credit. Five members trained as Clinical Lab Instructors to aid in providing CME hours.
- ✓ Supported a study of the Fire Department sponsored by City Council.
- ✓ Established a dedicated IT system for pre-incident planning data entry and linkage to the property address in the Spillman CAD system at the dispatch center.
- ✓ Conducted familiarization walk through of the JCC dormitory and Woolworth building.
- ✓ Collaborated with the Code Enforcement Bureau to develop a process to ensure commercial buildings install key boxes to allow ready access to the department during emergency responses.

2015-16 Goals and Objectives:

- Seek and execute grant assistance for equipment, operations, training, prevention, and building weatherization.
- Implement study recommendations pertaining to operational efficiencies and community risk and work toward department accreditation through CPSE.
- Target fire education efforts toward seniors and citizens with functional needs.

City of Watertown

Fiscal Year: 2015-16

Department: Fire

Account Code: A3410

Function: Public Safety

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 169,691	\$ 172,718	\$ 170,101	\$ 170,101
120 Clerical	33,570	34,373	34,466	37,081
130 Wages	4,508,072	4,608,136	4,519,012	4,420,835
140 Temporary	-	-	-	-
150 Overtime	217,318	372,573	374,562	414,000
155 Holiday Pay	186,518	188,509	189,989	186,264
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,557	12,788	12,500	12,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	16,500	18,000	18,900	18,900
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 5,140,226</u>	<u>\$ 5,407,097</u>	<u>\$ 5,319,530</u>	<u>\$ 5,259,681</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other Equipment	10,275	27,895	-	-
Total Equipment	<u>\$ 10,275</u>	<u>\$ 27,895</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 47,305	\$ 48,480	\$ 37,825	\$ 47,550
420 Insurance	21,799	25,831	18,936	18,550
430 Contracted Services	78,709	38,050	60,180	73,900
440 Fees Non Employees	4,311	4,320	6,640	7,000
450 Miscellaneous	16,267	13,929	29,050	24,050
455 Vehicle Expenses	127,148	125,411	135,895	148,400
460 Materials and Supplies	23,133	23,445	32,000	35,000
465 Equipment < \$10,000	85,190	187,914	88,661	178,550
Total Operating Expenses	<u>\$ 403,862</u>	<u>\$ 467,381</u>	<u>\$ 409,187</u>	<u>\$ 533,000</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 5,960	\$ 6,450	\$ 6,824	\$ 6,971
820 NYS Police/Fire Retirement System	1,491,081	1,618,641	1,641,845	1,516,668
830 Social Security	374,688	392,065	406,938	402,362
840 Workers' Compensation	75,516	62,812	60,000	65,000
850 Health Insurance	924,823	970,903	988,302	991,664
Total Fringe Benefits	<u>\$ 2,872,068</u>	<u>\$ 3,050,872</u>	<u>\$ 3,103,909</u>	<u>\$ 2,982,665</u>
Department Total	<u>\$ 8,426,431</u>	<u>\$ 8,953,245</u>	<u>\$ 8,832,626</u>	<u>\$ 8,775,346</u>

City of Watertown

Fiscal Year: 2015-16
Department: Fire
Account Code: A3410
Function: Public Safety

FY 2015-16 Budget

Personal Services

A.3410.0110	Salaries		
	Fire Chief	\$	88,432
	Deputy Fire Chief		170,101
			<u>81,669</u>
A.3410.0120	Clerical		
	Secretary		37,081
A.3410.0130	Wages		
	Battalion Fire Chief (5)		387,793
	Fire Captain (21)		1,362,763
	Firefighter (48)		2,657,279
	Out of rank		13,000
			<u>4,420,835</u>
A.3410.0150	Overtime		414,000
A.3410.0155	Holiday Pay		186,264
A.3410.0175	Health Insurance Buyout		12,500
A.3410.0190	EMT Incentive		18,900
	Total Personal Services	\$	<u>5,259,681</u>

Operating Expenses

A.3410.0410	Utilities		
	Telephone	\$	13,600
	Westelcom		5,800
	Gas		13,800
	Water and Sewer		6,600
	Electric		7,750
			<u>47,550</u>
A.3410.0420	Insurance		18,550
A.3410.0430	Contracted Services		
	Testing Fire Apparatus		6,800
	Printing, Copy Machine Service		5,000
	Tools, Equipment, & Repairs		7,000
	Fire Alarm Monitoring		1,600
	Miscellaneous Bldg. Repairs		6,000
	Electric, Plumbing/HVAC Repairs		6,000
	Radio Repair & Service		9,500
	Fit testing machine rental		1,000
	Testing/Repair SCBA Equipment		4,500
	Hardware/Software Maintenance		8,000
	Generator Service		1,000
	Radio Upgrade to Trunking (10)		15,000
	SCBA Compressor Maintenance		2,500
			<u>73,900</u>
A.3410.0440	Fees, Non Employee		
	Physicals, OSHA Testing		7,000

City of Watertown
Fiscal Year: 2015-16
Department: Fire
Account Code: A3410
Function: Public Safety

		<u>FY 2015-16 Budget</u>	
A.3410.0450	Miscellaneous		
	Dues, Memberships	1,000	
	Arson Seminars (Fire/Police)	800	
	Technical Rescue Training	3,000	
	Tuition	5,000	
	Books & Publications	1,500	
	Shipping	750	
	Travel Reimbursement	5,000	
	Misc. Academy Training	2,000	
	Hats, Badges, Clothing	5,000	
		<hr/>	24,050
A.3410.0455	Vehicle Expenses		
	Fire Apparatus Parts/Repairs	53,000	
	Response Vehicle	15,000	
	DPW Charges, Gas, Oil	23,700	
	Automobile Parts, Repairs	12,500	
	Diesel Fuel & Additive	30,000	
	Insurance	14,200	
		<hr/>	148,400
A.3410.0460	Materials and Supplies		
	Office Supplies	1,500	
	Maintenance and Cleaning Supplies	18,000	
	Training Supplies	3,400	
	Chemicals for Extinguishers	800	
	Medical Supplies	4,500	
	Foam	800	
	Air Filters HVAC Units	500	
	FPB Publications/Supplies	5,500	
		<hr/>	35,000
A.3410.0465	Equipment < \$10,000		
	Turnout Gear (20)	51,000	
	Boots	3,000	
	Gloves, Face Pieces, Hoods	4,000	
	Fire Helmets (6)	2,250	
	Life Rope, Hose, Nozzles, Ropes	4,000	
	SCBA Cylinders	4,000	
	Rescue Truck Equipment	2,000	
	Thermal Cameras (2)	10,000	
	Response Truck Equipment	2,000	
	Technical Rescue Equipment	2,000	
	Hazardous Monitoring Equipment	3,000	
	Computers (3)	3,000	
	Pumper Tools	2,000	
	Truck Tools	2,000	
	Overhead Door Systems - Station #1	29,300	
	Vehicle exhaust system addition	15,000	
	Vehicle computers	40,000	
		<hr/>	178,550
	Total Operating Expenses		<u>\$ 533,000</u>

City of Watertown

Fiscal Year: 2015-16

Department: Fire

Account Code: A3410

Function: Public Safety

FY 2015-16 Budget

Fringe Benefits

A.3410.0810	New York State Employees' Retirement System	\$ 6,971
A.3410.0820	New York State Police/Fire Retirement System	1,516,668
A.3410.0830	Social Security	402,362
A.3410.0840	Workers' Compensation	65,000
A.3410.0850	Health Insurance	<u>991,664</u>
	Total Fringe Benefits	<u>\$ 2,982,665</u>
	TOTAL BUDGET	<u>\$ 8,775,346</u>

Fiscal Year: 2014-15
Department: Animal Control
Account Code: A3510
Function: Public Safety



Description: The City has contracted with Jefferson County since April 1, 1999 to provide Dog Control Services. These services include the provision of: 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; and, the removal of dog carcasses from public property. The City also contracts annually with a private entity for the dispersal of crows from City limits.

2014-15 Accomplishments

- ✓ Finalized a successor Dog Control Agreement between the City and Jefferson County for a term of five years.
- ✓ Conducted a crow dispersal program using a private contractor.

2015-16 Goals and Objectives:

- Monitor the County's response to canine nuisance complaints, and stray and/or abandoned dogs.
- Continue to evaluate cost-effective options to mitigate the winter crow roost within the City limits.

City of Watertown
Fiscal Year: 2015-16
Department: Animal Control
Account Code: A3510
Function: Public Safety

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	94,344	4,740	96,335	98,719
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 94,344</u>	<u>\$ 4,740</u>	<u>\$ 96,335</u>	<u>\$ 98,719</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 94,344</u></u>	<u><u>\$ 4,740</u></u>	<u><u>\$ 96,335</u></u>	<u><u>\$ 98,719</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Animal Control
Account Code: A3510
Function: Public Safety

FY 2015-16 Budget

Operating Expenses
 A.3510.0430

Contracted Services		\$	93,788	
Dog Control Services			93,788	
Crow Dispersal			<u>4,931</u>	<u>\$ 98,719</u>
Total Operating Expenses				<u>\$ 98,719</u>
 TOTAL BUDGET				 <u><u>\$ 98,719</u></u>

Fiscal Year: 2015-16
Department: Bureau of Code Enforcement
Account Code: A3620
Function: Public Safety



Description: The Bureau of Code Enforcement follows and enforces local and State regulations pertaining to life safety and the general welfare of the public. Staff consists of the Supervisor, two officers, two fire personnel and one aide. This department works continually with all City departments, as well as County and State agencies and private organizations in the interest of health, safety and the general progress of quality of life in the City of Watertown. There were 711 building permits issued last year, ranging from fences, plumbing, and minor repairs to new construction, having an approximate construction value of \$16,647,818. Additionally, this office processed 52 sign and 205 heating permits, 28 certificates of occupancy, and 40 certificates of compliance, generating permit revenue of \$32,749. This office fielded and investigated over 1,100 complaints throughout the City concerning a range of issues, each requiring inspection to ensure validity, follow-up, and closure.

2014-15 Accomplishments:

- ✓ Finalized the inspection process of the following projects:
 - Residence Hall (J.C.C.) – 775 Rand Dr.
 - Creekwood Ph. II
 - Sonic – 1290 Arsenal St
 - Mobil-Express Mart-1268 Arsenal St.
 - Urban Mission – 247 Factory St.
 - Party City – 160 Coleman Ave.
 - Woolworth Bldg. – 11 Public Sq.
 - Samaritan Medical Center (Various Projects)
 - 161 Public Assembly Inspections on an annual basis
 - Tim Horton’s – 501 Mill Street

- ✓ Worked on blight removal through the NYS Property Maintenance Code. Properties demolished and slated for demolition include:
 - City Demo’s - Privately Owned:
 - 140 Palmer St. – Emergency Demo-Collapsed Roof
 - Privately Owned – Owner Demo’s:
 - 233-235 Sterling St. – Entire Structure

- ✓ Worked with property owners on various construction/remodeling projects.

2015-16 Goals and Objectives:

- Continue the inspection process of the following projects:
 - COR Project – 218 Stone St.
 - VA Clinic – 144 Eastern Blvd.
 - Samaritan Medical Center (various)
 - Fairgrounds Arena
 - Car Wash – 142 Eastern Blvd.

- Continue blight removal through the NYS Property Maintenance Code.
- Work with property owners on various construction/remodeling projects.
- Perform inspections required by NYSBC.

City of Watertown

Fiscal Year: 2015-16
Department: Code Enforcement
Account Code: A3620
Function: Public Safety

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 63,502	\$ 65,015	\$ 63,610	\$ 63,310
120 Clerical	41,305	42,293	41,305	43,768
130 Wages	107,456	112,886	104,937	150,304
140 Temporary	329	659	-	-
150 Overtime	3,556	426	1,200	4,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	5,032	1,901	-	-
175 Health Insurance Buyout	1,500	1,500	1,500	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 222,680</u>	<u>\$ 224,680</u>	<u>\$ 212,552</u>	<u>\$ 264,682</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ 20,000
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>
Operating Expenses				
410 Utilities	\$ 681	\$ 654	\$ 1,200	\$ 1,200
420 Insurance	-	982	-	-
430 Contracted Services	159,365	27,535	81,408	61,608
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	4,917	5,610	10,600	10,200
455 Vehicle Expenses	4,707	6,683	13,803	14,325
460 Materials and Supplies	998	215	1,000	1,000
465 Equipment < \$10,000	1,038	471	600	1,600
Total Operating Expenses	<u>\$ 171,706</u>	<u>\$ 42,149</u>	<u>\$ 108,611</u>	<u>\$ 89,933</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 40,370	\$ 41,618	\$ 42,005	\$ 49,760
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	16,283	16,299	16,230	20,247
840 Workers' Compensation	-	-	-	-
850 Health Insurance	39,420	41,102	41,100	57,490
Total Fringe Benefits	<u>\$ 96,073</u>	<u>\$ 99,019</u>	<u>\$ 99,335</u>	<u>\$ 127,497</u>
Department Total	<u>\$ 490,459</u>	<u>\$ 365,847</u>	<u>\$ 420,498</u>	<u>\$ 502,112</u>

City of Watertown
Fiscal Year: 2015-16
Department: Code Enforcement
Account Code: A3620
Function: Public Safety

FY 2015-16 Budget

Personal Services

A.3620.0110	Salaries		
	Code Enforcement Supervisor		\$ 63,310
A.3620.0120	Clerical		
	Code Enforcement Aide		43,768
A.3620.0130	Wages		
	Sr. Code Enforcement Officer	57,600	
	Code Enforcement Officer	53,671	
	Building Safety Inspector	39,033	150,304
A3620.0150	Overtime		4,500
A3620.0175	Health Insurance Buyout		2,800
	Total Personal Services		\$ 264,682

Equipment

A.3620.0230	Motor Vehicles		
	Pick-up Truck		\$ 20,000
	Total Equipment		\$ 20,000

Operating Expenses

A.3620.0410	Utilities		
	Cell Phones		\$ 1,200
A3620.0430	Contracted Services		
	Health Officer	1,500	
	Printing	700	
	Blight Removal/Demolitions	50,000	
	Fence Rental	3,700	
	Title Searches	1,000	
	Copier Maintenance	4,308	
	Tire Disposal	400	61,608
A.3620.0450	Miscellaneous		
	Travel and Training	7,200	
	NFPA Software License	1,500	
	Dues	300	
	Safety Gear/Supplies	1,200	10,200
A.3620.0455	Vehicle Expenses		
	Gasoline	4,500	
	Insurance	1,825	
	Maintenance	8,000	14,325
A.3620.0460	Materials and Supplies		
	Property Securing Materials		1,000
A.3620.0465	Equipment < \$10,000		
	Computer	1,000	
	Small Tools	600	1,600
	Total Operating Expenses		\$ 89,933

City of Watertown
Fiscal Year: 2015-16
Department: Code Enforcement
Account Code: A3620
Function: Public Safety

FY 2015-16 Budget

Fringe Benefits			
A.3620.0810	New York State Employees' Retirement System	\$	49,760
A.3620.0830	Social Security		20,247
A.3620.0850	Health Insurance		<u>57,490</u>
	Total Fringe Benefits	\$	<u>127,497</u>
	TOTAL BUDGET	\$	<u><u>502,112</u></u>

Fiscal Year: 2015-16
Department: Building and Grounds Maintenance
Account Code: A5010
Function: Transportation



Description: This is an eight-month account, having a total of 8 full time employees responsible for the routine maintenance of all departmental owned buildings, grounds and facilities. This unit is responsible for the maintenance and upkeep of the pavilions and public restrooms located within the J.B. Wise parking lot, the Marble Street Park and the Veterans' Memorial Walkway. Grounds maintenance performed by this unit consists of mowing, trash disposal, trimming and weeding of abandoned parcels acquired from tax sale deeds, the City's 78 acre landfill and all downtown parks and walkways. This crew is also responsible for the maintenance of over 3,000 street trees and 1,600 park trees located throughout the City of Watertown. Maintenance responsibilities include the annual pruning of over 1,000 small diameter trees, the removal and trimming of larger diameter trees and the planting, mulching and watering of 130-150 trees each spring. In addition to this maintenance work, the crew performs numerous other tasks, ranging from fountain maintenance, to the placement of the downtown area holiday decorations, to establishing traffic control for various community events. In 2014, this division responded to 145 Code Enforcement orders ranging from mowing yards, to shoveling sidewalks, to private tree removal, to board up windows and doors, removing infested/ contaminated/ unsanitary personal affects, refuse and debris from private homes.

2014-15 Accomplishments:

- ✓ Facilitated the City's Urban Forestry Plan by supporting and planting 166 new street trees, pruning 500 trees, and removing 27 trees throughout the course of the year.
- ✓ Assisted the professional conservator in conducting the maintenance treatment program for the Roswell P. Flower Monument.
- ✓ Completed scheduled Ice Storm Debris Cleanup operations as we address our right of ways and easements as well as our larger parks and outdoor department facilities.

2015-16 Goals and Objectives:

- Support the City's Urban Forestry Plan with the implementation of the Emerald Ash Borer Management Plan.
- Assist in the rebuilding of the temporary wooden stairs leading to the river at Whitewater Park previously damaged due to flooding and begin design plans for permanent replacement.
- Increase the ability to keep roadsides and right-of-ways maintained by placing into service the new boom mower 1-68 which was delivered in December, 2014.
- Initiate an MS4 related Best Management Practices (BMP) program addressing the clearing & grubbing of encroaching brush and downed trees along Kelsey Creek to ensure proper flow of the streambed.
- Negotiate the renewal of the Veterans' Memorial Walkway parking lot lease agreement.

City of Watertown
Fiscal Year: 2015-16
Department: Buildings and Grounds Maintenance
Account Code: A5010
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 32,080	\$ 42,584	\$ 41,872	\$ 41,872
120 Clerical	-	-	-	-
130 Wages	126,822	129,047	152,114	158,263
140 Temporary	37,373	40,525	55,000	57,000
150 Overtime	8,723	3,902	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	614	71	-	-
175 Health Insurance Buyout	2,800	2,800	2,800	1,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 208,412</u>	<u>\$ 218,928</u>	<u>\$ 259,786</u>	<u>\$ 266,635</u>
Equipment				
230 Vehicles	\$ 24,790	\$ 16,803	\$ -	\$ -
250 Other	13,348	-	48,000	10,000
Total Equipment	<u>\$ 38,138</u>	<u>\$ 16,803</u>	<u>\$ 48,000</u>	<u>\$ 10,000</u>
Operating Expenses				
410 Utilities	\$ 3,147	\$ 3,105	\$ 6,777	\$ 8,020
420 Insurance	387	2,678	2,243	2,900
430 Contracted Services	13,664	132,893	46,328	37,328
440 Fees Non Employees	1,466	3,112	3,600	3,200
450 Miscellaneous	5,829	2,256	6,250	9,050
455 Vehicle Expenses	59,007	80,277	63,793	57,032
460 Materials and Supplies	30,567	28,658	41,500	45,800
465 Equipment < \$10,000	18,622	3,271	4,600	17,000
Total Operating Expenses	<u>\$ 132,689</u>	<u>\$ 256,250</u>	<u>\$ 175,091</u>	<u>\$ 180,330</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 33,104	\$ 60,465	\$ 49,120	\$ 46,276
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	15,528	16,223	19,874	20,399
840 Workers' Compensation	22,805	31,433	20,000	30,000
850 Health Insurance	44,699	44,429	39,375	36,912
Total Fringe Benefits	<u>\$ 116,136</u>	<u>\$ 152,550</u>	<u>\$ 128,369</u>	<u>\$ 133,587</u>
Department Total	<u><u>\$ 495,375</u></u>	<u><u>\$ 644,531</u></u>	<u><u>\$ 611,246</u></u>	<u><u>\$ 590,552</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Buildings and Grounds Maintenance
Account Code: A5010
Function: Transportation

FY 2015-16 Budget

Personal Services

A.5010.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67) *	\$	41,872
A.5010.0130	Wages		
	Crew Chief (1 @ .67) *	\$	27,804
	Motor Equipment Operator (1 @ .67) *		26,152
	Municipal Worker I (4 @ .67) *		78,155
	Tree Trimmer (1 @ .67) *		26,152
			<u>158,263</u>
A.5010.0140	Temporary		57,000
A.5010.0150	Overtime		8,000
A.5010.0175	Health Insurance Buyout		1,500
	Total Personal Services	\$	<u>266,635</u>

Equipment

A.5010.0250	Other Equipment		
	Zero-turn Mower (1-116)	\$	10,000
	Total Equipment	\$	<u>10,000</u>

Operating Expenses

A.5010.0410	Utilities		
	Water/Sewer	\$	1,500
	Monument , Flag & Sign Lighting		1,200
	Clinton & Marble St Park Lighting		700
	Telephone / Alarm Panels		3,200
	Verizon Cell Phone		160
	Veterans' Memorial Walkway Lights		700
	Sprint for GPS		560
			<u>8,020</u>
A.5010.0420	Insurance		2,900
A.5010.0430	Contracted Services		
	GPS Tracking		208
	Annual Alarm Monitoring		720
	Material Disposal		1,500
	Repairs/Maintenance on Equipment		1,500
	Misc. B&G Maintenance		1,400
	Private Property Cleanup		5,000
	Tree Inventory * *		25,000
	Misc.Equipment Rental		2,000
			<u>37,328</u>
A.5010.0440	Fees - Non Employee		
	Employee Testing		1,200
	Employee Vaccinations		2,000
			<u>3,200</u>

City of Watertown
Fiscal Year: 2015-16
Department: Buildings and Grounds Maintenance
Account Code: A5010
Function: Transportation

		<u>FY 2015-16 Budget</u>	
A.5010.0450	Miscellaneous		
	Safety Shoes/Jackets/ Related Equipt.	2,700	
	Tree Trimmer Training Certification (3)	4,500	
	Pesticide Recertification	450	
	Safety Training/Seminars /PESH	1,400	
			<u>9,050</u>
A.5010.0455	Vehicle Expenses		
	Insurance	11,125	
	Vehicle Maintenance & Repairs	24,000	
	Routine Preventive Maintenance	1,500	
	Bucket Truck Cert and Bushing Repair	1,500	
	Gas and Diesel Fuel	18,907	
			<u>57,032</u>
A.5010.0460	Materials and Supplies		
	Waferboard Codes Orders	1,000	
	Restroom Supplies (x 3)	6,000	
	Restroom Fixtures	2,000	
	Top Soil, Crusher Run etc.	5,000	
	Ropes and Related Equipment	1,000	
	Annual Tree Replacement Program ***	15,000	
	Replacement Parts/Supplies for Mowers, Trimmers, Chainsaws etc.	3,500	
	Park Furniture Repairs	1,500	
	Flowers, Bulbs, Mulch	1,800	
	Small Hand Tools	2,000	
	Christmas Decorations	3,500	
	Dogi-Pot Pet Station Supplies	1,000	
	Miscellaneous Supplies	2,500	
			<u>45,800</u>
A.5010.0465	Equipment < \$10,000		
	DR Field & Brush Mower	3,600	
	Pesticide Storage Unit	1,500	
	Chainsaw	600	
	Camera / Security System (2)	10,000	
	Weedwackers (4)	1,300	
			<u>17,000</u>
	Total Operating Expenses		\$ 180,330
Fringe Benefits			
A.5010.0810	New York State Employees' Retirement System		\$ 46,276
A.5010.0830	Social Security		20,399
A.5010.0840	Workers Compensation		30,000
A.5010.0850	Health Insurance		36,912
	Total Fringe Benefits		\$ 133,587
TOTAL BUDGET			\$ 590,552

* Split 33% with A.5142

* * Tree inventory expenditure is dependent on receiving grant from NYS Department of Environmental Conservation's Urban and Community Forestry Grant Program

* * * Funded with \$6,000 in doantions and grants

A5010 – Buildings & Grounds Maintenance

Fiscal Year 2015-16
Vehicles and Equipment



Zero-Turn Mower (1-116)

\$10,000

This is a request to purchase a replacement Zero-Turn Mower for the 1997 John Deere 425 (1-116) that will be used by the buildings & grounds for the mowing of City-owned properties. The current mower will be transferred to another department within the City.



Fiscal Year: 2015-16
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation



Description: This is an eight-month account, having a total of 14 budgeted full time employees responsible for in-house maintenance, overlay and rebuilding of 100 miles of accepted City streets, all associated concrete curbing and sidewalk/crosswalk construction as well as the demolition of unsafe structures on properties acquired by the City. Funding for street maintenance and repair is primarily provided through the Consolidated Highway Improvement Program (CHIPS) administered by NYSDOT. Capital Project CHIPS funding for this fiscal year is expected to be approximately \$450,000. 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. An average of 1,800 miles of travel ways are swept annually.

2014-15 Accomplishments:

- ✓ Reconstructed 100 Block South Meadow Street between Arsenal and Stone Streets.
- ✓ Completed site work and installation of Bus Shelter at Maple Courts on Weldon Drive.
- ✓ Reconstructed / Replaced ADA curb ramps at NW and NE corners of Arsenal & Arcade Street. Work also included making Lachenauer Plaza accessible for people with disabilities.
- ✓ Worked in conjunction with JCIDA to install 400-lf of pin-on curbing along Court Street as part of their facility upgrade.
- ✓ Placed 600-lf of concrete pin-on curbing for the Jefferson County Highway Department in the Hamlet of Lorraine.
- ✓ Paved ±4,100-lf of roadway and placed ±5,600-lf of concrete pin-on curbing.

2015-16 Goals and Objectives:

- Develop a GIS-based asset management protocol for identifying and inspecting handicap accessible ramps for compliance with the Americans with Disabilities Act (ADA).
- Road base reconstruction of Dimmick Street.
- Continue Street Paving and Pin-On Curb Construction Program as detailed in our Capital Budget Schedule.
- Coordinate design and construction work with the Engineering Department in order to meet the scheduled implementation of the ADA requirements associated with the United States Access Board's "Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way" better known as "PROWAG."

City of Watertown
Fiscal Year: 2015-16
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 49,253	\$ 32,690	\$ 41,872	\$ 41,872
120 Clerical	-	-	-	-
130 Wages	269,324	270,335	315,790	335,311
140 Temporary	-	-	7,000	7,000
150 Overtime	6,566	2,709	6,000	6,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	-	2,800	5,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 327,943</u>	<u>\$ 305,735</u>	<u>\$ 373,462</u>	<u>\$ 395,983</u>
Equipment				
230 Vehicles	\$ 10,699	\$ -	\$ 27,500	\$ -
250 Other	42,507	-	47,500	-
Total Equipment	<u>\$ 53,206</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 1,235	\$ 648	\$ 1,076	\$ 576
420 Insurance	7,337	4,851	4,596	5,200
430 Contracted Services	4,870	1,146	24,958	34,854
440 Fees Non Employees	886	940	900	900
450 Miscellaneous	2,993	1,796	3,775	5,375
455 Vehicle Expenses	139,517	128,007	129,755	122,172
460 Materials and Supplies	32,076	60,431	91,000	93,000
465 Equipment < \$10,000	3,742	269	900	12,915
Total Operating Expenses	<u>\$ 192,656</u>	<u>\$ 198,088</u>	<u>\$ 256,960</u>	<u>\$ 274,992</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 68,309	\$ 63,056	\$ 70,728	\$ 69,799
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	24,132	22,504	28,569	30,294
840 Workers' Compensation	44,398	66,992	118,000	40,000
850 Health Insurance	81,721	76,994	98,960	84,274
Total Fringe Benefits	<u>\$ 218,560</u>	<u>\$ 229,545</u>	<u>\$ 316,257</u>	<u>\$ 224,367</u>
Department Total	<u><u>\$ 792,365</u></u>	<u><u>\$ 733,369</u></u>	<u><u>\$ 1,021,679</u></u>	<u><u>\$ 895,342</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation

FY 2015-16 Budget

Personal Services

A.5110.0110	Salaries		
	Street/Sewer Maintenance Supervisor (1 @ .67) *	\$	41,872
A.5110.0130	Wages		
	Crew Chief (3 @ .67) *	\$	88,804
	Heavy Equipment Oper (2 @ .67)*		59,896
	Motor Equipment Oper (6 @ .67)*		148,813
	Municipal Worker I (2 @.67)*		37,798
A.5110.0140	Temporary		7,000
A.5110.0150	Overtime		6,000
A.5110.0175	Health Insurance Buyout		5,800
	Total Personal Services	\$	<u>395,983</u>

Operating Expenses

A.5110.0410	Utilities		
	Sprint For GPS and Tablet	\$	440
	Verizon Cell Phone		136
		\$	576
A.5110.0420	Insurance		5,200
A.5110.0430	Contracted Services		
	GPS Tracking		104
	Bridge Inspection/Repair Materials		7,500
	Material Disposal		4,000
	Miscellaneous Equipment Repairs		2,000
	Mechanical Sweeper Rental		20,000
	Outside Equipment Rentals		1,250
			<u>34,854</u>
A.5110.0440	Fees, Non-Employee		
	Employee Testing		900
A.5110.0450	Miscellaneous		
	Membership Dues		75
	Safety Shoes, Apparel & Related Materials		2,700
	Training/PESH		2,600
			<u>5,375</u>
A.5110.0455	Vehicle Expenses		
	Maintenance & Repairs		45,000
	Routine Preventive Maintenance		6,000
	Gas & Diesel Fuel		42,222
	Sweeper/Paver Maintenance		8,000
	Sweeper Brooms		3,500
	Insurance		17,450
			<u>122,172</u>

City of Watertown
Fiscal Year: 2015-16
Department: Maintenance of Roads
Account Code: A5110
Function: Transportation

		<u>FY 2015-16 Budget</u>	
A.5110.0460	Materials and Supplies		
	Small Tools	3,500	
	Blacktop & Related Materials - road patch only	42,000	
	Top Soil, Crusher Run, etc.	11,000	
	Ready-mix Concrete	12,000	
	Materials for Concrete Forms	2,000	
	Milling Machine Bits	1,000	
	ADA Truncated Sidewalk Domes	10,000	
	Concrete Sealant	1,500	
	Roadsaver Sealant (Crack Sealer)	7,000	
	Miscellaneous Supplies	<u>3,000</u>	93,000
A.5110.0465	Equipment < \$10,000		
	Tar Kettle Replacement Hose	3,015	
	Tilt Bed Trailer for Skid Steer Loader	8,750	
	Air Compressor Panel (1-100)	<u>1,150</u>	<u>12,915</u>
	Total Operating Expenses		<u>\$ 274,992</u>
Fringe Benefits			
A.5110.0810	New York State Employees' Retirement System		\$ 69,799
A.5110.0830	Social Security		30,294
A.5110.0840	Workers Compensation		40,000
A.5110.0850	Health Insurance		<u>84,274</u>
	Total Fringe Benefits		<u>\$ 224,367</u>
	TOTAL BUDGET		<u><u>\$ 895,342</u></u>

* Split 33% with A.5142

Fiscal Year: 2015-16
Department: Snow Removal
Account Code: A5142
Function: Transportation



Description: The thirty-eight (38) employees in this account within the Department of Public Works are responsible for the seasonal sanding, plowing and snow removal from 100 center lane miles of City Streets, Municipal Parking Lots and City Owned Sidewalks, as well as the placement and re-supply of approximately 40 sand barrels located throughout the City. Equipment assigned includes 1 sander, 4 sander/plow combination units, 7 full sized plows, (1 equipped with sander unit), 2 rotary blowers, 6 utility plows (1 with sander unit), 3 skid-steer loaders, 1 multi-purpose unit and 4 front-end loaders. Overtime, Contract Hauling, Fuel and Road Salt figures in this account are based upon the 100-year average of 104.3 inches of snow per year whereas by comparison the previous 5-year average is 105.4 inches of snow per year. During the winter of 2014-2015 approximately 147 inches of snow fell, as compared to approximately 202 inches received during the 2013-2014 season.

2014-15 Accomplishments:

- ✓ Completed the commissioning of the northwest quadrant chute of the City's snow dump located on the west end of Beebee's Island at Vacant Lot 3, Mill Street.
- ✓ Commissioned the two replacement "dump truck/sander plow" (1-33 and 1-45, both of which were 1987 International Dump Trucks) which were purchased from the New York State OGS Contract.
- ✓ Commissioned the liquid, pre-wet systems on four of our salt spreaders/sanders (1-33, 1-42, 1-45 and 1-97) with self contained, liquid pre-wet systems.

2015-16 Goals and Objectives:

- Retrofit Urban Plow 1-22 with salt spreader/sander complete with ground speed controller and liquid pre-wet system.
- Refurbish 1-78 blower head, electric clutch and hydrostatic controls.
- Develop specifications for the purchase of a replacement "Urban Plow" (1-19, 1983 Mack Truck) to include a stainless steel salt/sander sander complete with ground speed controller and liquid pre-wet system.
- Expand Liquid Anti-Icing Pre-wetting Storage and Handling facility for managing liquid anti-icing products used in our fleet of salt spreading equipment and convert an existing dump truck into a salt brine applicator unit.
- Install GPS units on all "Urban Plows" and associated snow removal equipment.

City of Watertown
Fiscal Year: 2015-16
Department: Snow Removal
Account Code: A5142
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 42,418	\$ 39,901	\$ 41,248	\$ 41,248
120 Clerical	-	-	-	-
130 Wages	410,270	391,945	431,901	454,048
140 Temporary	-	5,029	-	-
150 Overtime	83,199	178,743	90,000	119,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	2,971	-	-	-
175 Health Insurance Buyout	-	2,800	-	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 538,858</u>	<u>\$ 618,418</u>	<u>\$ 563,149</u>	<u>\$ 617,096</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ 35,000	\$ -
250 Other	-	14,836	34,000	73,500
Total Equipment	<u>\$ -</u>	<u>\$ 14,836</u>	<u>\$ 69,000</u>	<u>\$ 73,500</u>
Operating Expenses				
410 Utilities	\$ 5,302	\$ 5,820	\$ 4,472	\$ 7,119
420 Insurance	6,688	6,894	6,895	7,375
430 Contracted Services	15,841	40,733	21,882	27,662
440 Fees Non Employees	348	1,242	900	900
450 Miscellaneous	374	-	-	-
455 Vehicle Expenses	127,333	188,254	137,447	151,401
460 Materials and Supplies	171,465	165,874	198,200	200,700
465 Equipment < \$10,000	-	-	6,500	16,100
Total Operating Expenses	<u>\$ 327,351</u>	<u>\$ 408,817</u>	<u>\$ 376,296</u>	<u>\$ 411,257</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 97,407	\$ 118,042	\$ 106,683	\$ 109,866
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	39,962	45,895	43,085	47,207
840 Workers' Compensation	19,643	3,340	15,000	10,000
850 Health Insurance	115,367	115,893	132,932	123,288
Total Fringe Benefits	<u>\$ 272,379</u>	<u>\$ 283,171</u>	<u>\$ 297,700</u>	<u>\$ 290,361</u>
Department Total	<u><u>\$ 1,138,588</u></u>	<u><u>\$ 1,325,241</u></u>	<u><u>\$ 1,306,145</u></u>	<u><u>\$ 1,392,214</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Snow Removal
Account Code: A5142
Function: Transportation

FY 2015-16 Budget

Personal Services

A.5142.0110	Salaries		
	Street/Sewer Maintenance Supervisor (2 @.33) *	\$	41,248
A.5142.0130	Wages **		
	Crew Chief (6 @ .33) *	\$	87,693
	Heavy Equip Oper (3 @ .33) *		44,715
	Motor Equip Oper (12 @ .33) *		146,509
	Sign Maintenance Worker (2 @ .33) *		26,224
	Tree Trimmer (1 @ .33) *		12,881
	Refuse/Recycle MEO (3 @ .33) *		38,189
	Municipal Worker I (9 @ .33) *		85,523
	Water Maintenance Mechanic (1 @ .33) *		12,314
A.5142.0150	Overtime		119,000
A.5142.0175	Health Insurance Buyout		2,800
	Total Personal Services	\$	617,096

Equipment

A.5142.0250	Other Equipment		
	Vohl Blower Refurbishment	\$	50,000
	Anti-Icing/Salt Brine Storage and Application Equipment		23,500
	Total Equipment	\$	73,500

Operating Expenses

A.5142.0 410	Utilities		
	GPS & Tablet Aircards	\$	2,200
	Water/Fire Service		254
	Gas/ Electric		2,820
	Telephone		1,545
	Verizon Cell Phone Service		300
A.5142.0420	Insurance		7,119
A.5142.0430	Contracted Services		7,375
	GPS Tracking		1,352
	Annual Fire Alarm Monitoring		360
	Overhead Door Preventive Maintenance (4)		200
	Heat System Annual Maint Inspection		250
	Heat System Repair		250
	Private Haulers for Snow Removal		25,000
	Small Engine Repair		250
A.5142.0440	Fees Non- Employee		27,662
	Post Accident Employee Testing		900

City of Watertown
Fiscal Year: 2015-16
Department: Snow Removal
Account Code: A5142
Function: Transportation

		<u>FY 2015-16 Budget</u>	
A.5142.0455	Vehicle Expenses		
	Plow Tires & Wheels	2,200	
	Service & Repair Pickup Truck Plows	3,500	
	Sander Chains (2)	1,800	
	Sander Screen Repairs (3) (1-51S, 1-45S, 1-42S)	4,500	
	Repair underbody Scraper (1-16)	2,500	
	Rotary Blower Maintenance	5,000	
	Equipment Maintenance & Repair	57,500	
	Gas and Diesel Fuel	42,276	
	Preventive Maintenance	5,700	
	Insurance	<u>26,425</u>	151,401
A.5142.0460	Materials and Supplies		
	Road Salt, Abrasives, and De-icers	175,000	
	Patching Materials	5,000	
	Top Soil for Margin Repairs	2,000	
	Cutting Edges & Bolts	10,000	
	Wing Braces, Slides, Trip Blocks	6,000	
	Snow Dump Maintenance Materials	2,500	
	Miscellaneous Hand Tools/Supplies	<u>200</u>	200,700
A.5142.0465	Other Equipment < \$10,000		
	Snowblade 72" for Bobcat	1,950	
	Saddle Tank Replacements	2,400	
	10' Snowpusher for Bobcat	3,000	
	Wet System Tank Replacement (4)	2,500	
	12' Snow Wing Replacement (1-16)	4,000	
	GPS Tracking Units (9)	<u>2,250</u>	16,100
	Total Operating Expenses		<u>\$ 411,257</u>
Fringe Benefits			
A.5142.0810	New York State Employees' Retirement System		\$ 109,866
A.5142.0830	Social Security		47,207
A.5142.0840	Workers Compensation		10,000
A.5142.0850	Health Insurance		<u>123,288</u>
	Total Fringe Benefits		<u>\$ 290,361</u>
	TOTAL BUDGET		<u><u>\$ 1,392,214</u></u>

* Split 67% with A.5010 (8); A.5110 (14); A.5186 (2); A.8140 (6); A.8160 (3); F8340 (1); G8120 (5)

A5142 – Snow Removal

Fiscal Year 2015-16 Vehicles and Equipment



Anti-Icing/Salt Brine Storage and Application Equipment

\$23,500

This request is for the purchase of new salt brine handling, storage and dispensing equipment for managing liquid anti-icing/salt brine products used in our snow response operations. The Department has begun to adapt its fleet of material spreaders with the capability of treating dry rock salt with liquids as it is dispensed from the trucks. The use of liquids added to dry salt in this fashion has a proven track record for reducing the quantity of salt used while at the same time increasing its effectiveness in melting snow and ice. This project will include the purchase of two each, 2,000 gallon poly storage tanks, a 1,000 gallon, extra heavy duty transfer/delivery tank with baffling which will be mounted into the box of one of existing dump trucks. The delivery system will be equipped with an electronic ground speed/variable rate application controller and a single lane, center mount spray bar. We anticipate purchasing the salt brine from the Department of Transportation Residency and/or making our own.



VOHL Rotary Snow Blower (1-078) Refurbishment

\$50,000

City vehicle 1-078 is a 1985 VOHL rotary snow blower that remains key to the City's snow removal operation. The rotary blower loads trucks from the business area and cuts back banks to widen narrow streets.

Completely refurbished in 2003 with new transmission, cab modifications, and replacement of the rear engine that powers the blower assembly, this unit presently needs repairs to the blower head, blower clutch assembly replacement and updating of the cab controls for the various operational functions. There is also bearing and shaft work required on the augers. The unit will be returned to the original manufacturer in Quebec for the necessary repair/refurbishment work.



Fiscal Year: 2015-16
Department: Hydroelectric Production
Account Code: A5184
Function: Home and Community Services



Description: This account covers costs associated with daily operation and maintenance of the City's hydroelectric facility. The operation and maintenance of the hydro plant is a service provided under contract by Upstate Testing & Control which is responsible for the day-to-day operation of the plant in conformance with our FERC permit and maintenance of the generators, switchgear, relays, bypass pumps, computers, monitoring equipment (both in the plant and on the river), and all other facilities required to produce electricity for City use and resale. The goal for this department is to monitor operations to maximize power production from the plant within the limits imposed by the requirements of the FERC permit. During Fiscal Year 2013-2014, generation totaled 24,832,078 kwh which is a considerable improvement over the 18,742,114 kwh generated in the previous Fiscal Year.

2014-15 Accomplishments:

- ✓ Replaced all 12 generator to yard transformer Feed Cables.
- ✓ Installed new trash rake and disposed of original rake.
- ✓ Negotiated extension of service agreement with the contract operator.
- ✓ Continued with systematic upgrade of facility SCADA.

2015-16 Goals and Objectives:

- Replace excitation system on generator set #1.
- Continue systematic upgrade the Programmable Logic Controllers (PLC's) and computer systems.

City of Watertown
Fiscal Year: 2015-16
Department: Hydroelectric Production
Account Code: A5184
Function: Home and Community Services

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 8,282	\$ 8,480	\$ 8,448	\$ 8,448
120 Clerical	-	-	-	-
130 Wages	5,697	8,513	8,701	9,665
140 Temporary	-	-	-	-
150 Overtime	18	60	-	-
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 13,997</u>	<u>\$ 17,053</u>	<u>\$ 17,149</u>	<u>\$ 18,113</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 882	\$ 885	\$ 1,400	\$ 1,550
420 Insurance	7,245	7,608	8,515	8,700
430 Contracted Services	265,328	291,597	288,900	280,100
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	116	330	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	91	33	-	-
465 Equipment < \$10,000	2,961	3,299	40,500	21,500
Total Operating Expenses	<u>\$ 276,623</u>	<u>\$ 303,752</u>	<u>\$ 339,315</u>	<u>\$ 311,850</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 2,615	\$ 3,412	\$ 2,587	\$ 2,612
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,031	1,250	1,312	1,385
840 Workers' Compensation	46,172	51,409	45,000	50,000
850 Health Insurance	3,065	4,110	4,110	4,305
Total Fringe Benefits	<u>\$ 52,883</u>	<u>\$ 60,181</u>	<u>\$ 53,009</u>	<u>\$ 58,302</u>
Department Total	<u><u>\$ 343,503</u></u>	<u><u>\$ 380,986</u></u>	<u><u>\$ 409,473</u></u>	<u><u>\$ 388,265</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Hydroelectric Production
Account Code: A5184
Function: Home and Community Services

FY 2015-16 Budget

Personal Services

A.5184.0110	Salaries		
	Water Superintendent*	\$	8,448
A.5184.0130	Wages		
	SCADA Technician * *		9,665
	Total Personal Services	\$	<u>18,113</u>

Operating Expenses

A.5184.0410	Utilities		
	Telephone	\$	900
	Electric (Huntington Dam)		650
		\$	<u>1,550</u>
A.5184.0420	Insurance		8,700
A.5184.0430	Contracted Services		
	Operations & Maintenance		250,000
	Additional Service & Parts		15,000
	AGL -Facility Pk - Cartegraph Maintenance		1,600
	FERC License Fee		13,500
			<u>280,100</u>
A.5184.0465	Equipment <\$5,000		
	Computer		1,000
	Security Equipment		10,500
	Spare Parts		5,000
	Spare Cards		5,000
			<u>21,500</u>
	Total Operating Expenses	\$	<u>311,850</u>

Fringe Benefits

A.5184.0810	New York State Employees' Retirement System	\$	2,612
A.5184.0830	Social Security		1,385
A.5184.0840	Workers Compensation		50,000
A.5184.0850	Health Insurance		4,305
	Total Fringe Benefits	\$	<u>58,302</u>

TOTAL BUDGET

\$ 388,265

* Split 50% with F.8310, 40% with G.8110

* * Split 40% with F.8310, 40% with G.8110

Fiscal Year: 2015-16
Department: Traffic Control and Lighting
Account Code: A5186
Function: Transportation



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

2014-15 Accomplishments:

- ✓ Installed traffic signal hardware and new wireless vehicle detection at Sherman and Clinton and Washington and Clinton intersections.
- ✓ Installed six (6) manual transfer switches at Sewage Treatment lift stations.
- ✓ Upgraded traffic signal cabinet to TS 2 Washington and Paddock Street traffic signal.
- ✓ Installed power to rake excavator at the Power Plant.
- ✓ Removed old conduit and installed new conduit on Dosing Stations Dam.
- ✓ Installed Dog Park signage.
- ✓ Started conversion to the new handicap symbol sign requirement.

2015-16 Goals and Objectives:

- Upgrade traffic signal cabinet to TS 2 Leray and West Main Streets.
- Install fiber into Thompson Park pump house, maintenance building, and water tower.
- Paint Court, City Hall, and Stream parking lots.
- Complete final phase of City of Watertown entrance sign upgrade/replacement.
- Install energy saving replacement lighting from HID to T-5 high output at DPW Garage.

City of Watertown
Fiscal Year: 2015-16
Department: Traffic Control and Lighting
Account Code: A5186
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	212,870	223,145	222,640	230,852
140 Temporary	4,746	4,632	5,000	5,000
150 Overtime	20,071	21,186	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	283	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 237,970</u>	<u>\$ 248,963</u>	<u>\$ 247,640</u>	<u>\$ 255,852</u>
Equipment				
230 Vehicles	\$ -	\$ 34,405	\$ 35,000	\$ -
250 Other	-	-	42,750	20,000
Total Equipment	<u>-</u>	<u>34,405</u>	<u>77,750</u>	<u>20,000</u>
Operating Expenses				
410 Utilities	\$ 359,709	\$ 431,152	\$ 374,050	\$ 421,015
420 Insurance	2,527	2,660	2,661	2,575
430 Contracted Services	7,250	6,531	10,950	11,412
440 Fees Non Employees	430	255	300	300
450 Miscellaneous	1,971	965	2,700	3,700
455 Vehicle Expenses	29,225	28,075	17,634	22,972
460 Materials and Supplies	32,386	33,992	41,300	42,050
465 Equipment < \$10,000	5,432	7,362	9,500	22,500
Total Operating Expenses	<u>\$ 438,930</u>	<u>\$ 510,992</u>	<u>\$ 459,095</u>	<u>\$ 526,524</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 38,969	\$ 47,972	\$ 49,032	\$ 47,692
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	17,594	18,347	18,944	19,574
840 Workers' Compensation	924	10,952	1,000	1,000
850 Health Insurance	48,767	57,522	54,749	55,621
Total Fringe Benefits	<u>\$ 106,254</u>	<u>\$ 134,794</u>	<u>\$ 123,725</u>	<u>\$ 123,887</u>
Department Total	<u><u>\$ 783,154</u></u>	<u><u>\$ 929,154</u></u>	<u><u>\$ 908,210</u></u>	<u><u>\$ 926,263</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Traffic Control and Lighting
Account Code: A5186
Function: Transportation

FY 2015-16 Budget

Personal Services

A.5186.0130	Wages		
	Line Crew Chief	\$	67,870
	Lineworker II (2)		109,740
	Sign Maintenance Worker (2 @ .50) *		<u>53,242</u>
		\$	230,852
A.5186.0140	Temporary		5,000
A.5186.0150	Overtime		<u>20,000</u>
	Total Personal Services	\$	<u>255,852</u>

Equipment

A.5186.0250	Other Equipment		
	Wireless Loop Activation (Stone St. / Massey St.)	\$	<u>20,000</u>
	Total Equipment	\$	<u>20,000</u>

Operating Expenses

A.5186.0410	Utilities		
	Verizon Cellular Phone	\$	600
	Verizon GPS (2)		360
	Sprint - Tablet Aircard		480
	Traffic Signals - Electric		14,800
	Street Lighting - Electric		397,500
	Public Square Gazebo / Woodruff Site		1,600
	Electric for Christmas Decorations		750
	Natural Gas		3,725
	FAX Line		300
	Water/Sewer		<u>900</u>
		\$	421,015
A.5186.0420	Insurance		2,575
A.5186.0430	Contracted Services		
	Janitorial Services		6,000
	GPS Monitoring Fee		312
	Annual Overhead Door Maintenance		100
	Materials Disposal		1,000
	Equipment Rentals		1,500
	Electrical Inspection Fees		250
	Building Maintenance		1,000
	Tool Repairs		1,000
	Welding/Cylinder Supplies/Rental		<u>250</u>
			11,412
A.5186.0440	Fees, Non Employee		
	Employment Related Testing		300
A.5186.0450	Miscellaneous		
	Professional Certification/Testing		300
	ARC Protection Gear		1,200
	Training / PESH		1,000
	Personnel/Vehicular Safety Equipment		<u>1,200</u>
			3,700

City of Watertown
Fiscal Year: 2015-16
Department: Traffic Control and Lighting
Account Code: A5186
Function: Transportation

		<u>FY 2015-16 Budget</u>	
A.5186.0455	Vehicle Expenses		
	Maintenance & Repairs	6,400	
	Routine Preventive Maintenance	900	
	Gas and Diesel Fuel	7,247	
	Vehicle Safety Inspection (4)	1,800	
	Insurance	<u>6,625</u>	22,972
A.5186.0460	Materials and Supplies		
	Electrical:		
	Electrical Supplies	2,500	
	Loop Wire & Sealant	2,500	
	Traffic Signal Wire	1,500	
	Signal Maintenance/Repair	2,500	
	Building Maintenance/Repair	1,000	
	Hand Tools & Supplies	2,000	
	Personal Protective Gear	750	
	Electrical Hardware & LEDs	1,500	
	Miscellaneous Supplies	1,500	
	Sign and Paint Crew:		
	Aluminum Sign Blanks	3,500	
	Hardware and Sign Faces	2,500	
	Reflective Sheeting	8,000	
	Channel Posts	3,500	
	Road Tape & Arrows	5,000	
	Road Paint	500	
	Sign Foundations	1,000	
	Paint Stencils	500	
	Miscellaneous Supplies	<u>1,800</u>	42,050
A.5186.0465	Equipment < \$10,000		
	GPS Units and Installation (2)	500	
	Traffic Signal Cabinet (Leray / Main St. W)	9,250	
	Portable Lighting Tower	9,250	
	Traffic Signal Controller / Timer (2)	<u>3,500</u>	22,500
	Total Operating Expenses		<u>\$ 526,524</u>
Fringe Benefits			
A.5186.0810	New York State Employees' Retirement System		\$ 47,692
A.5186.0830	Social Security		19,574
A.5186.0840	Workers Compensation		1,000
A.5186.0850	Health Insurance		<u>55,621</u>
	Total Fringe Benefits		<u>\$ 123,887</u>
	TOTAL BUDGET		<u><u>\$ 926,263</u></u>

* Split 33% with A.5142

A5186 – Traffic Control and Lighting

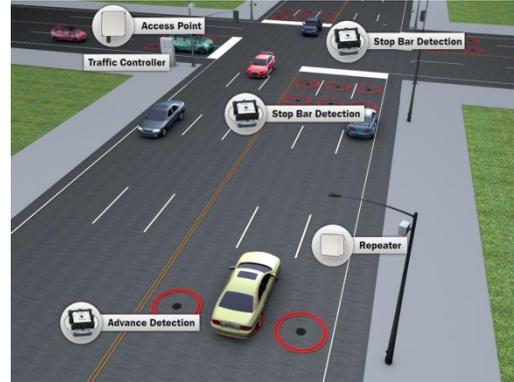
Fiscal Year 2015-16
Vehicles and Equipment



Traffic Signal Wireless Vehicle Detection System

\$20,000

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



City of Watertown
Fiscal Year: 2015-16
Department: Airport
Account Code: A5610
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	142,914	-	-	-
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 142,914</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 142,914</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Fiscal Year: 2015-16
Department: CitiBus
Account Code: A5630
Function: Transportation



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

With a total ridership of approximately 152,606, both our fixed route system as well as our Paratransit Program remained steady during the 2013-2014 fiscal year. During this period, revenues of \$160,194 were generated from passenger sales. While serving as a Rural Transportation system approximately 44% of the funding for our bus operations came from State and Federal Programs, 20% came from users of the system through fares, advertising, and the remaining cost was supported through the General Fund. Once we are fully integrated as an Urban Transportation provider we expect the State and Federal Programs participation to increase to 60% thereby reducing the funding contribution by the City's General Fund.

Effective July 1, 2009 the fare structure increased to \$1.50 for adults, \$0.50 for children 12 and under, transfers are free. 10 and 20 ticket coupon books are available to all passengers at a rate of \$1.00 per ride. In January 2010 also offer a \$40 unlimited ride, monthly pass. Paratransit fares are \$3.00 one-way.

2014-15 Accomplishments:

- ✓ Designated by Governor Cuomo as a Direct Recipient of Federal Financial Assistance under Sections 5307/5340, 5309, 5324 and 5339, thereby updating our status to an Urban Transit System and transferring our administration to Region 2 of the FTA.
- ✓ Participated in FTA training opportunities offered by Region 2 on "Grant Management" and "grantee performance and adherence to current requirements and policies".
- ✓ Filled vacancies arising from the retirement of both our Transit Supervisor and Head Bus Driver.
- ✓ Worked with NYSDOT in developing an updated 4-year State Transportation Improvement Plan which will be utilized in securing Federal transportation equipment and operational funding.

2015-16 Goals and Objectives:

- Develop a written policy for soliciting and considering public comments as they pertain to fare and/or service changes and then proceed with a formal fare review.
- Develop and implement a protocol to address the "Half Fare" program requirements of the Federal Transit Law's (49 U.S.C. Chapter 53) Section 5307-funded fixed route service providers as contained in 49 CFR Part 609.
- Satisfactorily complete a Triennial Review under the guidance of the FTA, Region 2.
- Secure the City's first FTA grant for the purchase of three replacement buses for fixed route service.
- Create a new position of Transit Director to oversee the administrative operations of CitiBus as we continue our transformation into an Urban Transportation System.

City of Watertown
Fiscal Year: 2015-16
Department: Citibus
Account Code: A5630
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ 32,500
120 Clerical	-	-	-	16,358
130 Wages	247,312	226,726	276,762	313,842
140 Temporary	63,930	84,161	40,000	40,000
150 Overtime	9,618	11,535	11,000	17,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	1,500
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 320,860</u>	<u>\$ 322,423</u>	<u>\$ 327,762</u>	<u>\$ 421,200</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ 97,500
250 Other	-	9,275	67,500	-
Total Equipment	<u>\$ -</u>	<u>\$ 9,275</u>	<u>\$ 67,500</u>	<u>\$ 97,500</u>
Operating Expenses				
410 Utilities	\$ 7,570	\$ 9,121	\$ 6,440	\$ 7,410
420 Insurance	1,033	1,095	1,095	1,125
430 Contracted Services	93,439	102,226	164,793	118,322
440 Fees Non Employees	7,568	1,894	2,400	2,600
450 Miscellaneous	6,081	1,166	14,950	23,470
455 Vehicle Expenses	200,757	237,159	208,462	195,900
460 Materials and Supplies	5,662	11,545	5,800	21,400
465 Equipment < \$10,000	16,597	-	1,450	30,725
Total Operating Expenses	<u>\$ 338,707</u>	<u>\$ 364,206</u>	<u>\$ 405,390</u>	<u>\$ 400,952</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 57,545	\$ 58,990	\$ 64,896	\$ 62,133
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	23,794	23,952	25,074	32,220
840 Workers' Compensation	25,600	28,013	35,000	30,000
850 Health Insurance	56,664	51,257	66,024	67,795
Total Fringe Benefits	<u>\$ 163,603</u>	<u>\$ 162,212</u>	<u>\$ 190,994</u>	<u>\$ 192,148</u>
Department Total	<u><u>\$ 823,170</u></u>	<u><u>\$ 858,116</u></u>	<u><u>\$ 991,646</u></u>	<u><u>\$ 1,111,800</u></u>

City of Watertown

Fiscal Year: 2015-16

Department: Citibus

Account Code: A5630

Function: Transportation

		<u>FY 2015-16 Budget</u>	
Personal Services			
A.5630.0110	Salaries		
	Transit Director *	\$	32,500
A.5630.0120	Clerical		
	Account Clerk Typist (part-time)		16,358
A.5630.0130	Wages		
	Transit Supervisor	\$	51,538
	Head Bus Driver	36,227	
	Bus Driver (5)	179,298	
	Motor Equipment Mechanic	<u>46,779</u>	313,842
A.5630.0140	Temporary		40,000
A.5630.0150	Overtime		
	Overtime	\$	11,000
	Overtime - Bus Driver Training	<u>6,000</u>	17,000
A.5630.0175	Health Insurance Buyout		<u>1,500</u>
	Total Personal Services	\$	<u>421,200</u>
Equipment			
A.5630.0230	Motor Vehicles		
	Paratransit Bus	\$	70,000
	Transit Bus Replacement Engine	<u>27,500</u>	\$ 97,500
	Total Equipment		<u>\$ 97,500</u>
Operating Expenses			
A.5630.0410	Utilities		
	Water/Sewer	\$	1,150
	Electric - Transfer Site	1,800	
	Natural Gas	2,840	
	GPS Lines (9)	<u>1,620</u>	\$ 7,410
A.5630.0420	Insurance		1,125
A.5630.0430	Contracted Services		
	Paratransit Contract	94,758	
	Language Assistance Plan - Limited English Proficiency	500	
	Janitorial Services	15,300	
	GPS Tracking (9)	1,404	
	Yellow Page Listing	1,800	
	Alarm System Monitoring	360	
	Overhead Door Maintenance/Repair	1,000	
	Overhead Door Preventive Maintenance	200	
	Semi Annual Sprinkler Inspections	250	
	Heating System Maintenance	1,000	
	Miscellaneous Services / Repairs	<u>1,750</u>	118,322
A.5630.0440	Fees, Non Employee		
	Employee Vaccinations	1,200	
	Employment Related Testing	<u>1,400</u>	2,600

City of Watertown
Fiscal Year: 2015-16
Department: Citibus
Account Code: A5630
Function: Transportation

		<u>FY 2015-16 Budget</u>	
A.5630.0450	Miscellaneous		
	Uniforms	1,500	
	Safety Shoes	420	
	Reference Books	500	
	Miscellaneous Postage	100	
	Seminars	8,500	
	NY Public Transit Dues	450	
	Training for MPO/Urban Public Transp.	7,500	
	Driver Safety Training	<u>4,500</u>	23,470
A.5630.0455	Vehicle Expenses		
	Insurance	20,600	
	Tires CitiBuses (18)	9,800	
	Fuel for Truck	800	
	Fuel for Buses	76,600	
	Fuel for Paratransits	15,400	
	Tires Paratransit Buses (12)	2,000	
	Replace Wheelchair Lift Door (PT600)	1,500	
	Repairs and Maintenance	66,000	
	Repairs and Maintenance Paratransit	<u>3,200</u>	195,900
A.5630.0460	Materials and Supplies		
	Bus Stop Signage	15,000	
	Electrical Installation Pressure Washer	600	
	Weather Gear	200	
	Office Supplies	500	
	Cleaning & Maintenance Supplies	1,800	
	Printing (tickets, transfers)	<u>3,300</u>	21,400
A.5630.0465	Equipment < \$10,000		
	Work Station & Computer	2,500	
	Copier / Scanner Replacement	3,500	
	Color Printer	1,375	
	GPS Units (9)	2,250	
	Bus Shelter Bulletin Boards	2,100	
	Printing System for Photo ID Badges	3,500	
	FTA Mandated Security Improvements	12,000	
	Hot Water Pressure Heater	<u>3,500</u>	30,725
	Total Operating Expenses		<u>\$ 400,952</u>
Fringe Benefits			
A.5630.0810	New York State Employees' Retirement System		\$ 62,133
A.5630.0830	Social Security		32,220
A.5630.0840	Workers Compensation		30,000
A.5630.0850	Health Insurance		<u>67,795</u>
	Total Fringe Benefits		<u>\$ 192,148</u>
TOTAL BUDGET			<u><u>\$ 1,111,800</u></u>

* Positions to start January 1, 2016

A5630 – CitiBus

Fiscal Year 2015-16
Vehicles and Equipment



Transit Bus Replacement Engine

\$27,500

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



ParaTransit Bus Replacement

\$70,000

Vehicle PT-500 is a 2008, Ford E450, 14 passenger/3-wheelchair station, Type II bus used for the City’s para-transit service. This vehicle has approximately 61,000 miles and is one of three similar units used for the para-transit service. The Federal Transit Administration presently supports the replacement of this type of bus on a five year replacement schedule



through their Section 5339 grant program. This purchase is funded through 80% federal share, 10% NYS share and 10% City share. The replacement will be purchased in accordance to the FTA procurement policy. The present unit will be traded or sold at auction.

Fiscal Year: 2015-16
Department: Parking Facilities
Account Code: A5650
Function: Transportation



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

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

2014-15 Accomplishments:

- ✓ Worked in cooperation with the Parks & Recreation Department and expanded usage of J.B. Wise Pavilion with a Saturday Farmer's Market that went from mid spring through late fall.

2015-16 Goals and Objectives:

- Replace guiderail along the northern boundary of the Court Street Parking Lot.
- Replace sidewalk frontage at westerly enter / exit of the Court Street Parking Lot.
- Initiate dialog with the current property owners in preparation of the 2016 State Street Parking Lot Lease Agreement.
- Conduct ADA inspections of all lots to ensure compliance with the new PROWAG federal/state guidelines.

City of Watertown
Fiscal Year: 2015-16
Department: Parking Facilities
Account Code: A5650
Function: Transportation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	-	-	-	-
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 14,089	\$ 14,460	\$ 14,000	\$ 16,000
420 Insurance	1,512	1,637	1,637	1,850
430 Contracted Services	25,005	25,344	25,335	25,450
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	15,453	1,174	26,200	36,200
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ 56,059</u>	<u>\$ 42,615</u>	<u>\$ 67,172</u>	<u>\$ 79,500</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 56,059</u></u>	<u><u>\$ 42,615</u></u>	<u><u>\$ 67,172</u></u>	<u><u>\$ 79,500</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Parking Facilities
Account Code: A5650
Function: Transportation

		<u>FY 2015-16 Budget</u>	
Operating Expenses			
A.5650.0410	Utilities		
	Electric	\$	16,000
A.5650.0420	Insurance		1,850
A.5650.0430	Contracted Services		
	Stone Street Lease Payments	21,200	
	State Street Parking Lot Lease	2,900	
	State Street Lot Tax Reimbursement	<u>1,350</u>	25,450
A.5650.0460	Materials and Supplies		
	Mulch Material	2,500	
	Top Soil	1,200	
	Asphalt Patching	2,000	
	Court Street Mini-Mall Annex Walk Replacement	10,000	
	Court Street Guiderail Replacement	15,000	
	Painting & Striping Road Markings	2,500	
	Routine Maintenance of Lights/Signs/Facilities	<u>3,000</u>	<u>36,200</u>
	Total Operating Expenses		<u>79,500</u>
	TOTAL BUDGET	\$	<u>79,500</u>

City of Watertown
Fiscal Year: 2015-16
Department: Miscellaneous
Account Code: A6310, A6410, A6530, A7510, A8010
Function: Home and Community Services

<u>Budget Summary</u>	<u>FY 2012-13</u> Actual	<u>FY 2013-14</u> Actual	<u>FY 2014-15</u> Budget	<u>FY 2015-16</u> Budget
A6310 CAPC	\$ 52,000	\$ 52,000	\$ 47,500	\$ 47,500
A6410 Publicity	4,500	450	5,000	5,000
A6530 Private Social Service Agency	2,200	-	-	-
A7510 Historian	-	-	250	250
A8010 Zoning	<u>2,346</u>	<u>2,733</u>	<u>3,000</u>	<u>3,000</u>
Total Budget	<u>\$ 61,046</u>	<u>\$ 55,183</u>	<u>\$ 55,750</u>	<u>\$ 55,750</u>

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

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

A6530 Private Social Services Agency – City support of the Urban Mission and the Volunteer Transportation Center.

A7510 Historian - Expenses for travel and training and supplies for the Historian.

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

Fiscal Year: 2015-16
Department: Recreation Administration
Account Code: A7020
Function: Culture and Recreation



Description: Recreation Administration provides for the personnel management, planning, support services and financial management for the Parks and Recreation Department. This account contains three full-time employees: the Superintendent, Assistant Superintendent and Senior Account Clerk Typist. The Superintendent and Assistant Superintendent oversee ten full-time employees and approximately 75 seasonal employees dedicated to Parks and Recreation. The department continually works with organizations throughout the City to meet community needs. A variety of indoor and outdoor concerts, all athletic field usage, arena and fairgrounds events, in addition to golf, tennis, swim, horseback riding, ice skating, scuba diving lessons, youth and adult baseball programs are coordinated through the administration office.

2014-15 Accomplishments:

- ✓ Continued with the “pay before you play” policy. This has guaranteed that payments are collected before use.
- ✓ Worked with The Greater Watertown Chamber of Commerce and volunteers to successfully offer Snowtown USA to the community.
- ✓ Provided new programs along with returning Free Outdoor Movie, Snow Play, Skate with Santa, Halloween Costume Skate Party, Valentine’s Day Family Skate, Outdoor Ice Rink at JB Wise, etc.
- ✓ Worked directly with Jefferson Community College to host JCC activities at the Arena.
- ✓ Worked successfully with Engineering and Stantec to develop a design for the renovated arena.
- ✓ Successfully transitioned youth baseball program to a more standardized concept.

2015-16 Goals and Objectives:

- Continue to work on Arena renovations.
- Ensure a smooth transition during the time offices are relocated due to construction.
- Work to expand recreational services provided in the community and develop new marketing initiatives to support new and existing programs as well as facility availability.
- Ensure that office staff is proficient in RecTrac and WebTrac.
- Continue to build morale within the department.
- Continue to train Assistant Superintendent on Parks and Recreation practices, policies and procedures.

City of Watertown
Fiscal Year: 2015-16
Department: Recreation Administration
Account Code: A7020
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 124,312	\$ 129,468	\$ 127,694	\$ 127,432
120 Clerical	36,633	84,528	35,657	37,626
130 Wages	-	-	-	-
140 Temporary	82	2,453	3,000	3,000
150 Overtime	5,120	-	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	2,800	2,800	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 166,147</u>	<u>\$ 219,250</u>	<u>\$ 170,151</u>	<u>\$ 169,058</u>
Equipment				
230 Vehicles	\$ 16,706	\$ -	\$ -	\$ -
250 Other	29,586	-	-	-
Total Equipment	<u>\$ 46,292</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 2,107	\$ 1,953	\$ 1,600	\$ 2,035
420 Insurance	-	-	-	-
430 Contracted Services	5,497	8,679	7,858	6,580
440 Fees Non Employees	65	195	700	1,150
450 Miscellaneous	1,543	2,046	1,175	1,875
455 Vehicle Expenses	728	554	1,250	1,000
460 Materials and Supplies	727	98	525	525
465 Equipment < \$10,000	5,670	2,132	-	-
Total Operating Expenses	<u>\$ 16,337</u>	<u>\$ 15,656</u>	<u>\$ 13,108</u>	<u>\$ 13,165</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 29,604	\$ 40,843	\$ 21,814	\$ 21,088
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	12,272	16,316	13,018	12,934
840 Workers' Compensation	778	319	-	-
850 Health Insurance	16,181	12,699	12,699	27,746
Total Fringe Benefits	<u>\$ 58,835</u>	<u>\$ 70,177</u>	<u>\$ 47,531</u>	<u>\$ 61,768</u>
Department Total	<u><u>\$ 287,611</u></u>	<u><u>\$ 305,083</u></u>	<u><u>\$ 230,790</u></u>	<u><u>\$ 243,991</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Recreation Administration
Account Code: A7020
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7020.0110	Salaries		
	Superintendent of Parks and Recreation	\$	72,104
	Assistant Superintendent of Parks and Recreation		<u>55,328</u>
		\$	127,432
A.7020.0120	Clerical		
	Senior Account Clerk Typist		37,626
A.7020.0140	Temporary		3,000
A.7020.0150	Overtime		<u>1,000</u>
	Total Personal Services	\$	<u>169,058</u>

Operating Expenses

A.7020.0410	Utilities		
	Telephone	\$	1,600
	Cellular Phone Service		<u>435</u>
		\$	2,035
A.7020.0430	Contracted Services		
	Copier/Printer Maintenance		1,500
	HVAC Maintenance		400
	RecTrac Maintenance		4,500
	Monitoring of Alarm System		<u>180</u>
			6,580
A.7020.0440	Fees, Non-Employee		
	CPR/1st Aid Instructions		450
	Red Cross Fee		<u>700</u>
			1,150
A.7020.0450	Miscellaneous		
	NYS Rec. & Park Membership		400
	National Inst. Parks & Recreation		375
	Conferences and Seminars		1,000
	Mileage Reimbursements		<u>100</u>
			1,875
A.7020.0455	Vehicle Expenses		
	Fuel		250
	Insurance		<u>750</u>
			1,000
A.7020.0460	Materials and Supplies		
	Paper & Poster Board		300
	Janitorial/Cleaning Supplies		50
	Maintenance Supplies		75
	Miscellaneous Office Supplies		<u>100</u>
			525
	Total Operating Expenses	\$	<u>13,165</u>

Fringe Benefits

A.7020.0810	New York State Employees' Retirement System	\$	21,088
A.7020.0830	Social Security		12,934
A.7020.0850	Health Insurance		<u>27,746</u>
	Total Fringe Benefits	\$	<u>61,768</u>

TOTAL BUDGET \$ 243,991

Fiscal Year: 2015-16
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation



Description: The John C. Thompson Park, given as a gift to the City of Watertown, was designed by the country's preeminent landscape architectural firm, the Olmsted Brothers, at the turn of the 20th Century. The Park contains 355 acres including large open green spaces, untouched woodlands, a children's creative playground, tennis courts, picnic areas, pavilions, exercise trails, a modern habitat zoo, cross country ski trails, sledding areas and a private golf course. The Park is open year round from 7:00 am to 9:00 pm and is attended by three full-time and five seasonal employees. The City works closely with the Thompson Park Conservancy, which operates the Zoo. There were 207 reservations made for 18,730 people, 14 charity walks, 5 boy and girl scout events, a car show and an agricultural extravaganza, concerts and fireworks display, 147 buses that carried 8,085 school children for various field trips, 18 weddings, 6 military functions, several other events that totaled 32,315 in park attendance. This figure includes an estimated attendance of 4000 for the 4th of July concert and 1500 for Kite Day. This figure does not include daily activity.

2014-15 Accomplishments:

- ✓ Worked with DPW and Rotary to complete the fitness trail with new equipment.
- ✓ Maintained and repaired ski netting at the bottom of Thompson Park Sledding Hill.
- ✓ Hosted annual Fourth of July with assistance from the North Country Arts Council.
- ✓ Revived Kite Day with the assistance of Community Broadcasters.
- ✓ Continued to offer a successful program at the Thompson Park Playground.

2015-16 Goals and Objectives:

- Develop a plan for the renovation of the Thompson Park Playground.
- Develop a plan for demolition of Thompson Park Pool and implementing a spray pool at Thompson Park.
- Repair sections of the deteriorating stone wall throughout Thompson Park.

City of Watertown
Fiscal Year: 2015-16
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	82,417	93,769	86,557	98,334
140 Temporary	22,645	25,615	30,740	35,000
150 Overtime	11,328	17,617	8,000	8,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	443	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 116,390</u>	<u>\$ 137,444</u>	<u>\$ 125,297</u>	<u>\$ 141,334</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ 37,500
250 Other	49,087	-	35,000	-
Total Equipment	<u>\$ 49,087</u>	<u>\$ -</u>	<u>\$ 35,000</u>	<u>\$ 37,500</u>
Operating Expenses				
410 Utilities	\$ 42,740	\$ 45,506	\$ 41,700	\$ 131,270
420 Insurance	5,200	5,355	5,275	5,750
430 Contracted Services	39,949	15,588	55,205	71,105
440 Fees Non Employees	760	690	700	375
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	22,407	22,909	37,288	34,450
460 Materials and Supplies	16,951	14,238	15,690	15,690
465 Equipment < \$10,000	3,992	1,939	-	1,000
Total Operating Expenses	<u>\$ 131,999</u>	<u>\$ 106,226</u>	<u>\$ 155,858</u>	<u>\$ 259,640</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 22,052	\$ 36,099	\$ 22,408	\$ 23,700
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	8,673	10,210	9,586	10,813
840 Workers' Compensation	-	-	100	100
850 Health Insurance	15,096	17,486	23,035	26,058
Total Fringe Benefits	<u>\$ 45,821</u>	<u>\$ 63,795</u>	<u>\$ 55,129</u>	<u>\$ 60,671</u>
Department Total	<u><u>\$ 343,297</u></u>	<u><u>\$ 307,464</u></u>	<u><u>\$ 371,284</u></u>	<u><u>\$ 499,145</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7110.0130	Wages		
	Crew Chief	\$	42,242
	Parks & Rec. Maintenance Worker (1 @ .80) *		27,021
	Municipal Worker (1)		29,071
			<u>98,334</u>
A.7110.0140	Temporary		35,000
A.7110.0150	Overtime		8,000
	Total Personal Services	\$	<u>141,334</u>

Equipment

A.7110.0230	Motor Vehicles		
	Pick-up Truck with Plow and Liftgate	\$	37,500
	Total Equipment	\$	<u>37,500</u>

Operating Expenses

A.7110.0410	Utilities		
	Water /Sewer	\$	99,850
	Electric		5,000
	Thompson Park Conservancy Electric		13,000
	Natural Gas		12,720
	DSL Internet Connection		700
			<u>131,270</u>
A.7110.0420	Insurance		5,750
A.7110.0430	Contracted Services		
	Alarm Systems Monitoring		180
	Stone Work Repairs		25,000
	Maintenance Service and Repairs		20,000
	Small Engine Maintenance		600
	Fence Repairs		500
	Welding Lease and Supplies		300
	Solid Waste Disposal		1,500
	Generator Maintenance/Repair		625
	Special Events - Porta Johns, 1st Aid		1,800
	Ambulance		600
	Thompson Park Conservancy Funding		20,000
			<u>71,105</u>
A.7110.0440	Fees, Non Employee		
	Employment Related Testing		375
A.7110.0455	Vehicle Expenses		
	Outside Vehicle Maintenance		5,800
	Vehicle Maintenance		6,800
	Preventive Vehicle Maintenance		1,000
	Fuel		14,000
	Insurance		6,850
			<u>34,450</u>

City of Watertown
Fiscal Year: 2015-16
Department: Thompson Park
Account Code: A7110
Function: Culture and Recreation

		<u>FY 2015-16 Budget</u>	
A.7110.0460	Materials and Supplies		
	Miscellaneous Equipment Supplies	1,750	
	Hardware Materials & Supplies	500	
	Safety Equipment	50	
	Uniforms and protective clothing	500	
	Safety Shoes	390	
	Lumber, Paint & Stain	500	
	Cleaning Supplies	1,500	
	Rakes, Shovels, Lawn Care	150	
	Grass Seed/ Top Soil	1,000	
	Roadway & Walkway Materials	2,500	
	Signage Materials	1,000	
	Plumbing/Electric Supplies	1,200	
	Dogi-Pot Pet Station Supplies	1,000	
	Playground Cushion Material	750	
	Playground Sealant Material	1,400	
	Playground Repairs & Maintenance	1,000	
	Fence Repairs	500	15,690
A.7110.0465	Other Equipment < \$10,000		
	Computer	1,000	1,000
	Total Operating Expenses		<u>\$ 259,640</u>
Fringe Benefits			
A.7110.0810	New York State Employees' Retirement System	\$	23,700
A.7110.0830	Social Security		10,813
A.7110.0840	Workers Compensation		100
A.7110.0850	Health Insurance		26,058
	Total Fringe Benefits	\$	<u>60,671</u>
	TOTAL BUDGET	\$	<u>499,145</u>

* Split 20% with A.7265



Fiscal Year 2015-16
Vehicles and Equipment

Pick-up Truck with Plow and Liftgate

\$37,500

Vehicle 4-001 is a 2001 Ford F350 one ton four wheel drive regular cab pickup truck that is equipped with a snow plow. It is assigned to Thompson Park. The truck has approximately 87,054 miles. The truck is used throughout the year for maintenance in the Park. In the winter months it is equipped with a removable sander unit to keep the walk ways free of ice. The truck is extremely rusty and has corrosion to the box, cab, and cab understructure. It will be replaced with a like four wheel drive truck and be equipped with a “stainless steel “V” snow plow and a lift gate. The truck will be purchased from NYSOGS contract. The present unit will be disposed of through the City’s surplus vehicle auction.



Fiscal Year: 2015-16
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation



Description: The City owns and maintains seven playgrounds. Three of these playgrounds and the East Hills playground, which is not owned or maintained by the City, were staffed by two supervisors for a six-week period during the summer. These four playgrounds sites offer a safe place with structured activities for neighborhood youngsters. Arts and crafts, athletic activities, games and special events are some of the opportunities available at each playground. The playgrounds received 3567 total daily visits this season, with 159 attending special events. The two recreation centers, located at the Fairgrounds and the North Side Pool, are staffed and opened for the six week period. The centers offer a variety of recreational opportunities at one central location. Ping pong, pool and other games are available and the facilities remain open even in bad weather. The majority of the playground directors are high school graduates or college students pursuing an interest in education or recreation.

The 4 locations are: Alteri Pool/Fairgrounds, Flynn Pool/North Elementary, Thompson Park and East Hills.

2014-15 Accomplishments:

- ✓ Offered a new playground site at Thompson Park.
- ✓ Increased attendance with the addition of the Thompson Park Playground.
- ✓ More special events were offered including a movie day and a walking trip.

2015-16 Goals and Objectives:

- Continue to ensure all City playgrounds conform to safety standards as per ASTM and CPS regulations.
- Promote the Playground Program to the local schools, media and community groups.
- Increase attendance at the 4 staffed playgrounds.

City of Watertown
Fiscal Year: 2015-16
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	10,212	11,209
140 Temporary	25,954	30,016	21,000	22,000
150 Overtime	-	344	-	-
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 25,954</u>	<u>\$ 30,360</u>	<u>\$ 31,212</u>	<u>\$ 33,209</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	13,200	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 13,200</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 64	\$ 28	\$ 100	\$ 100
420 Insurance	36	36	36	65
430 Contracted Services	3,300	729	740	740
440 Fees Non Employees	1,520	1,075	1,200	500
450 Miscellaneous	663	668	800	800
455 Vehicle Expenses	4,489	7,229	5,911	4,550
460 Materials and Supplies	3,317	4,308	10,600	12,800
465 Equipment < \$10,000	-	-	600	1,000
Total Operating Expenses	<u>\$ 13,389</u>	<u>\$ 14,073</u>	<u>\$ 19,987</u>	<u>\$ 20,555</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 4,121	\$ 6,025	\$ 5,949	\$ 4,214
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	1,986	2,323	2,388	2,540
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	6,135	3,535
Total Fringe Benefits	<u>\$ 6,107</u>	<u>\$ 8,348</u>	<u>\$ 14,472</u>	<u>\$ 10,289</u>
Department Total	<u><u>\$ 45,450</u></u>	<u><u>\$ 65,981</u></u>	<u><u>\$ 65,671</u></u>	<u><u>\$ 64,053</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7140.0130	Wages		
	Crew Chief (1 @ .10) *	\$	4,406
	Parks & Recreation Maintenance Workers (1 @ .20) **		11,209
			<u>6,803</u>
A.7140.0140	Temporary		<u>22,000</u>
	Total Personal Services	\$	<u>33,209</u>

Operating Expenses

A.7140.0410	Utilities		
	Electric		\$ 100
A.7140.0420	Insurance		65
A.7140.0430	Contracted Services		
	Equipment Repairs	\$	150
	Solid Waste Disposal		90
	Fence Repair		<u>500</u>
			740
A.7140.0440	Fees, Non Employee		
	Physicals		500
A.7140.0450	Miscellaneous		
	Mileage Reimbursements		800
A.7140.0455	Vehicle Expenses		
	Fuel		1,750
	Repairs & Preventive Maintenance		1,375
	Small Equipment		500
	Insurance		<u>925</u>
			4,550
A.7140.0460	Materials and Supplies		
	Prizes, Special Events		900
	Arts & Crafts Supplies		750
	Athletic Equipment		650
	1st Aid Supplies		150
	Uniforms & Equipment		250
	Playground Supplies		1,200
	Miscellaneous Maintenance Supplies		400
	Grass Seed/Topsoil		500
	Lumber for Picnic Tables		500
	Equipment Repairs		1,500
	Rubber Chips		1,500
	Wood Chips		<u>4,500</u>
			12,800
A.7140.0465	Other Equipment < \$10,000		
	Weedeaters (4)		<u>1,000</u>
	Total Operating Expenses	\$	<u>20,555</u>

City of Watertown
Fiscal Year: 2015-16
Department: Playgrounds
Account Code: A7140
Function: Culture and Recreation

FY 2015-16 Budget

Fringe Benefits

A.7140.0810	New York State Employees' Retirement System	\$	4,214
A.7140.0830	Social Security		2,540
A.7140.0850	Health Insurance		<u>3,535</u>
	Total Fringe Benefits	\$	<u>10,289</u>
	TOTAL BUDGET	\$	<u>64,053</u>

* Split 10% with A.7141, 10% with A.7143, 10% with A.7180, 60% with A.7265

* * (1) Split 20% with A.7141, 10% with A.7143, 60% with A.7265; (1) split 10% with A.7141, 10% with A.7180, 70% with A.7265

Fiscal Year: 2015-16
Department: Fairgrounds
Account Code: A7141
Function: Culture and Recreation



Description: The Fairgrounds facilities support the athletic and recreation programs of the Parks and Recreation Department, multiple school districts, colleges and other community organizations. The Fairgrounds is the City’s busiest year-round facility with well over 150,000 people attending events or using the facilities. The 63 acres include a lighted professional baseball facility, one youth baseball field, a lighted basketball court, two lighted softball fields, two horse rings, five multi-purpose fields - two of which are lighted, a picnic area with playground equipment that complements the Riverfront Development trail, the Fair building, the Municipal Arena, Steve D. Alteri Swimming Pool, and the Fairgrounds YMCA indoor athletic facility.

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

2014-15 Accomplishments:

- ✓ Served as the “home” field for JCC, WHS and IHC for sports including baseball, softball, soccer, lacrosse, and football.
- ✓ Maintained trail systems by keeping them clear and safe for pedestrians.
- ✓ Negotiated a lease with an independent professional baseball team to play at the Fairgrounds for the 2015 season.

2015-16 Goals and Objectives:

- Continue to promote field rentals at the Fairgrounds.
- Continue to improve landscaping in newly developed areas.
- Work closely with The Watertown Bucks to help ensure a successful season.

City of Watertown
Fiscal Year: 2015-16
Department: Fairgrounds
Account Code: A7141
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	45,091	8,658	21,850	23,976
140 Temporary	21,624	56,230	32,000	36,500
150 Overtime	20,407	9,679	5,000	6,000
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 87,122</u>	<u>\$ 74,567</u>	<u>\$ 58,850</u>	<u>\$ 66,476</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	43,074	-	-	-
Total Equipment	<u>\$ 43,074</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 17,752	\$ 12,189	\$ 17,100	\$ 21,550
420 Insurance	2,859	2,537	2,990	3,250
430 Contracted Services	14,507	11,216	11,515	12,465
440 Fees Non Employees	1,130	475	1,000	625
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	10,269	17,281	19,246	18,525
460 Materials and Supplies	31,851	33,082	41,650	52,120
465 Equipment < \$10,000	6,042	1,795	6,150	6,250
Total Operating Expenses	<u>\$ 84,410</u>	<u>\$ 78,574</u>	<u>\$ 99,651</u>	<u>\$ 114,785</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 16,597	\$ 18,975	\$ 11,313	\$ 9,173
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	6,482	5,957	4,502	5,086
840 Workers' Compensation	113	559	-	-
850 Health Insurance	-	-	8,290	6,115
Total Fringe Benefits	<u>\$ 23,192</u>	<u>\$ 25,491</u>	<u>\$ 24,105</u>	<u>\$ 20,374</u>
Department Total	<u><u>\$ 237,798</u></u>	<u><u>\$ 178,633</u></u>	<u><u>\$ 182,606</u></u>	<u><u>\$ 201,635</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Fairgrounds
Account Code: A7141
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7141.0130	Wages		
	Crew Chief (1 @ .10) *	\$	4,406
	Parks & Recreation Maintenance Worker (2@ .60, 2@ .10) * *		19,570
			\$ 23,976
A.7141.0140	Temporary		36,500
A.7141.0150	Overtime		6,000
	Total Personal Services		\$ 66,476

Operating Expenses

A.7141.0410	Utilities		
	Water / Sewer	\$	13,000
	Electric		4,950
	Telephone/Security		650
	Electric - National Grid		2,400
	Natural Gas		550
			\$ 21,550
A.7141.0420	Insurance		3,250
A.7141.0430	Contracted Services		
	Small Equipment Repair		500
	Pest Control		200
	Bleacher Repairs		2,500
	Audio Repairs		1,500
	Solid Waste Disposal		175
	Facility Building Repairs		1,500
	Alarm Monitor Fees		240
	Annual Fire Inspection & repairs		600
	Key Work		250
	Fence Upgrades and Repairs		5,000
			12,465
A.7141.0440	Fees, Non-Employees		
	Employment Related Testings		625
A.7141.0455	Vehicle Expenses		
	Fuel		5,600
	Vehicle Maintenance		5,000
	Outside Repairs/Field Equipment		5,000
	Tines / Aerifier		750
	Insurance		2,175
			18,525

City of Watertown
Fiscal Year: 2015-16
Department: Fairgrounds
Account Code: A7141
Function: Culture and Recreation

		<u>FY 2015-16 Budget</u>	
A.7141.0460	Materials and Supplies		
	Bases, Slab	1,400	
	Field Covers	1,100	
	Soil/Top Dressing for Main Field	1,500	
	Sport Clay	8,000	
	Stone Dust For Warning Track	1,000	
	Sod Main Field Repairs	500	
	Sand/Topsoil Secondary Fields	3,000	
	Marking Chalk and Paint	3,000	
	Gravel for Grandstand Parking	500	
	Lawn Materials All Fields	12,500	
	Turf for Fields	4,000	
	Paint Supplies	1,000	
	Janitorial Products	750	
	Rakes, Shovels, Rollers	600	
	Pylons	120	
	Water Pumps	300	
	Line Markers	500	
	Lumber and Hardware	1,200	
	Mowing Equipment & Supplies	500	
	Plumbing	750	
	Fence repair	2,500	
	Porta Johns	3,000	
	Porta Johns for Movies	250	
	Top Rail/Fence	1,000	
	Home Plate Mat	750	
	Electrical	2,400	52,120
A.7141.0465	Other Equipment < \$10,000		
	Soccer Nets	1,250	
	Goal Posts Covers	2,500	
	Down Markers	500	
	Sound System	2,000	6,250
	Total Operating Expenses		<u>\$ 114,785</u>
Fringe Benefits			
A.7141.0810	New York State Employees' Retirement System	\$ 9,173	
A.7141.0830	Social Security	5,086	
A.7141.0850	Health Insurance	6,115	
	Total Fringe Benefits	<u>\$ 20,374</u>	
	TOTAL BUDGET		<u><u>\$ 201,635</u></u>

* Split 10% with A.7141, 10% with A.7143, 10% with A.7180, 60% with A.7265

* * (1) Split 10% with A.7140, 10% with A.7143, 60% with A.7265; (1) split 10% with A.7140, 10% with A.7180, 70% with A.7265; (1) Split 20% with A.7143, 60% with A.7265; (1) split 40% with A.7180, 50% with A.7265

Fiscal Year: 2015-16
Department: Outdoor Winter Activities
Account Code: A7142
Function: Culture and Recreation



Description: This budget account provides for outdoor winter activities and recreation. An outdoor skating rink at the Fairgrounds is flooded and maintained as weather permits to provide recreation. A warming shelter and restrooms are provided at the renovated Park Pool for the comfort of skaters. Parks and Recreation employees staff and supervise the winter recreation shelter when open. After receiving feedback from the community, the Parks and Recreation Department plans to implement new and creative outdoor Winter activities.

2014-15 Accomplishments

- ✓ Successfully implemented the “snow play” program for children at the Fairgrounds.
- ✓ Offered outdoor education for people interested in pursuing winter outdoor activities.
- ✓ Assisted in organizing and implementing programs for Snowtown USA.

2015-16 Goals and Objectives

- Promote Thompson Park as one the City’s Outdoor Winter Facility for recreational and leisure opportunities.
- Work with the media, schools and community groups to publicize winter opportunities provided by the Parks and Recreation Department available in the Community.
- Work with the Chamber of Commerce and Northern New York Community Foundation to ensure Snowtown USA continues in 2016.

City of Watertown
Fiscal Year: 2015-16
Department: Outdoor Winter Activities
Account Code: A7142
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	5,751	6,550
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,751</u>	<u>\$ 6,550</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ 3,420	\$ 3,420
420 Insurance	-	-	-	-
430 Contracted Services	-	35	15,200	500
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	300	300
460 Materials and Supplies	-	499	2,475	3,200
465 Equipment < \$10,000	-	143	-	-
Total Operating Expenses	<u>\$ -</u>	<u>\$ 678</u>	<u>\$ 21,395</u>	<u>\$ 7,420</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ 1,139	\$ 694
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	440	501
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,579</u>	<u>\$ 1,195</u>
Department Total	<u><u>\$ -</u></u>	<u><u>\$ 678</u></u>	<u><u>\$ 28,725</u></u>	<u><u>\$ 15,165</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Outdoor Winter Activities
Account Code: A7142
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7142.0140	Temporary		\$ 6,550
	Total Personal Services		<u>\$ 6,550</u>

Operating Expenses

A.7142.0410	Utilities		
	Gas/Electric	\$ 1,500	
	Water	1,800	
	Cell Phone 1 x 6 months	<u>120</u>	\$ 3,420
A.7142.0430	Contracted Services		
	Special Events		500
A.7142.0455	Vehicle Expenses		
	Fuel		300
A.7142.0460	Materials and Supplies		
	Supervisor Uniforms	300	
	Winter gloves	100	
	Plumbing/Hose Supplies	200	
	Janitorial Supplies	100	
	Electrical Supplies	300	
	Ice Scrapers	50	
	Lumber and Paint	50	
	Winter Activities	2,000	
	Miscellaneous Small Tools	<u>100</u>	<u>3,200</u>
	Total Operating Expenses		<u>\$ 7,420</u>

Fringe Benefits

A.7142.0810	New York State Employees' Retirement System		\$ 694
A.7142.0830	Social Security		501
	Total Fringe Benefits		<u>\$ 1,195</u>

TOTAL BUDGET		<u><u>\$ 15,165</u></u>
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Fiscal Year: 2015-16
Department: Athletic Programs
Account Code: A7143
Function: Culture and Recreation



Description: During the spring and summer months, Parks and Recreation sponsors 5 baseball/softball leagues. The leagues include T-Ball, Midget, Grasshopper, Co-ed and Men's Slow Pitch softball. This program provides for 50 City baseball and Softball teams with over 837 participants. T-Ball's evening session is very successful and a popular choice for parents. Parks and Recreation crews maintain 15 baseball/softball fields, 14 of which are City owned, two outdoor basketball courts, 8 multi-purpose fields, a tennis court and skate park. Recreational opportunities are conveniently located for community use. Golf and tennis clinics were offered with 111 participants.

2014-15 Accomplishments:

- ✓ Successfully implemented a draft system for youth baseball.
- ✓ Continued with programs such as scuba diving, horseback riding, running programs, etc. All programs were very successful.
- ✓ Increased usage of Marble Fields.
- ✓ Researched and developed rules and regulations for the kickball league.
- ✓ Conducted several meeting with coaches and parents to gather feedback on how to improve current athletic programs.

2015-16 Goals and Objectives:

- Begin the Parks and Recreation kickball league.
- Design and install an outdoor volleyball court and provide an adult volleyball league.
- Add a variety of fitness & recreation opportunities for all ages.
- Continue to have an open dialog with parents and coaches on how to continually improve the programs that Parks and Recreation offers.

City of Watertown
Fiscal Year: 2015-16
Department: Athletic Programs
Account Code: A7143
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	5,815	-	12,705	14,094
140 Temporary	1,092	13,269	4,500	5,200
150 Overtime	1,519	3,022	1,000	1,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 8,426</u>	<u>\$ 16,290</u>	<u>\$ 18,205</u>	<u>\$ 20,294</u>
Equipment				
230 Vehicles	\$ 25,520	\$ -	\$ -	\$ -
250 Other	12,251	-	-	44,500
Total Equipment	<u>\$ 37,771</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 44,500</u>
Operating Expenses				
410 Utilities	\$ 2,563	\$ 2,597	\$ 2,200	\$ 2,200
420 Insurance	2,019	4,146	4,428	6,025
430 Contracted Services	6,923	6,722	9,650	8,650
440 Fees Non Employees	1,850	2,182	3,700	4,125
450 Miscellaneous	387	1,038	775	1,675
455 Vehicle Expenses	10,175	15,121	16,345	15,100
460 Materials and Supplies	11,705	24,296	28,600	31,850
465 Equipment < \$10,000	8,070	200	300	2,050
Total Operating Expenses	<u>\$ 43,692</u>	<u>\$ 56,302</u>	<u>\$ 65,998</u>	<u>\$ 71,675</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 3,446	\$ 361	3,497	\$ 3,281
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	632	1,246	1,393	1,553
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	4,152	3,380
Total Fringe Benefits	<u>\$ 4,078</u>	<u>\$ 1,608</u>	<u>\$ 9,042</u>	<u>\$ 8,214</u>
Department Total	<u><u>\$ 93,967</u></u>	<u><u>\$ 74,200</u></u>	<u><u>\$ 93,245</u></u>	<u><u>\$ 144,683</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Athletic Programs
Account Code: A7143
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7143.0130	Wages		
	Crew Chief (1 @ .10) *	\$ 4,406	
	Parks & Recreation Maint.Worker (1 @ .20, 1 @ .10) **	9,688	\$ 14,094
A.7143.0140	Temporary		5,200
A.7143.0150	Overtime		1,000
	Total Personal Services		<u>\$ 20,294</u>

Equipment

A.7143.0250	Other Equipment		
	Tractor with Cab and Snowblower		\$ 44,500
			<u>\$ 44,500</u>

Operating Expenses

A.7143.0410	Utilities		
	Electric	\$ 1,800	
	Water & Sewer	400	\$ 2,200
A.7143.0420	Insurance		
	Facility and Contents	825	
	ASA Insurance	500	
	Youth Baseball Insurance	4,700	6,025
A.7143.0430	Contracted Services		
	Athletic Field Work	250	
	Solid Waste Disposal	100	
	Equipment Rental	100	
	Golf Instruction	3,000	
	Tennis Instructions	2,000	
	Program Instructions	2,000	
	Equipment Repairs	1,200	8,650
A.7143.0440	Fees, Non Employee		
	Physicals & Random Testing	125	
	Officials Fees	4,000	4,125
A.7143.0450	Miscellaneous		
	NYS Turfgrass Association	400	
	Sports Turf Managers NY	300	
	ASA Membership	900	
	Mileage Reimbursements	75	1,675
A.7143.0455	Vehicle Expenses		
	Fuel	4,400	
	Tines/Aera-Vator	500	
	Repairs & Preventive Maintenance	6,000	
	Tires/Mowers Field Equipment	600	
	Insurance	3,600	15,100

City of Watertown
Fiscal Year: 2015-16
Department: Athletic Programs
Account Code: A7143
Function: Culture and Recreation

		<u>FY 2015-16 Budget</u>	
A.7143.0460	Materials and Supplies		
	Field Soil / Top Dress Sand	3,000	
	Fertilizer, Grass Seed	6,000	
	Athletic Equipment (Balls, Bats, Bases, Home Plates, Pitching Slabs)	3,100	
	Marking Chalk & Paint	3,500	
	Drag Mats Replacement (2)	500	
	T-League Shirts (20 Teams)	1,850	
	Turf	2,500	
	Awards, Ribbon & Trophies	1,500	
	Sport Clay For Fields	5,700	
	Youth Programs	2,500	
	Roof repair supplies - North	1,200	
	Miscellaneous Equipment & Supplies	500	31,850
A.7143.0465	Other Equipment < \$10,000		
	Field Marker	300	
	Lacrosse Goals (2)	1,500	
	Corner Flags	250	2,050
	Total Operating Expenses		<u>\$ 71,675</u>
Fringe Benefits			
A.7143.0810	New York State Employees' Retirement System	\$ 3,281	
A.7143.0830	Social Security	1,553	
A.7143.0850	Health Insurance	3,380	
	Total Fringe Benefits		<u>\$ 8,214</u>
	TOTAL BUDGET		<u><u>\$ 144,683</u></u>

* Split 10% with A.7140, 10% with A.7141, 10% with A.7180, 60% with A.7265

** (1) Split 10% with A.7140, 20% with A.7141, 60% with A.7265; (1) split 20% with A.7141, 60% with A.7265



Fiscal Year 2015-16
Vehicles and Equipment

Tractor with Cab and Snowblower

\$44,500

The Kubota L4760 is a compact utility tractor to be used for year-round upkeep of fields and general grounds maintenance. DRIVE TRAIN HST PLUS 3 Forward / 3 Reverse Hi-Med-Low Range Mech. Wet Disc Brakes Differential Lock Cruise Control Fuel Tank 13.5 gal. ROPS Certified Cab w/Retractable Seat Belt Highback Adj. Swivel Seat w/ Deluxe Suspension w/Arm Rests Telescoping Lower Links 2 Tier Halogen Head Lights 4 Position Loader Valve One Piece Metal Hood Hydro Dual Speed (H-DS) HST Response Control Throttle-UP Switch. With the added attachments of the L4701 Loader and the SB74 Snow Blower, this tractor becomes a year-round asset. The Loader will allow for movement of large amounts of field preparation materials, stone for parking lots, and larger brush saving time and expense. The Snow Blower will allow for quick and easy dispatch of large amounts of snow saving time and expense.



Fiscal Year: 2015-16
Department: Dog Park
Account Code: A7170
Function: Culture and Recreation



Description: The City of Watertown is exploring the possibility of adding a dog park within the City. There are many benefits to a dog park, including dog socialization, mental and physical stimulation for the dogs, educational opportunities for dog owners as well as advantages for the community. The City Council has chosen the Factory Square Park location for the Dog Park. A committee of people from the community has agreed to do fundraising for the Dog Park. Some of the major improvements that would need to be made to the Factory Street location include: improved parking, fencing, access to water for the dog park, and the purchasing of dog park equipment.

2014-15 Accomplishments:

- ✓ Evaluated multiple sites throughout the City and selected Factory Square Park as the site of the dog park.
- ✓ A volunteer committee consisting of people from the community has been formed to fund raise money for the dog park.
- ✓ A conceptual design plan has been completed for the dog park.

2015-16 Goals and Objectives:

- Implementation of a safe dog park at the Factory Square Park location that will be utilized by many community members.
- Work with the volunteer committee to finalize design details for the dog park and coordinate with various City departments to complete the construction.
- City staff will provide upkeep and maintenance for the dog park.

City of Watertown
Fiscal Year: 2015-16
Department: Dog Park
Account Code: A7170
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	-	-	-	500
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	-	-	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	3,700
465 Equipment < \$10,000	-	-	-	-
Total Operating Expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,200</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	-	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 4,200</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Dog Park
Account Code: A7170
Function: Culture and Recreation

FY 2015-16 Budget

Operating Expenses

A.7143.0430	Contracted Services		
	Fence Repairs		500
A.7143.0460	Materials and Supplies		
	Dog Equipment	500	
	Peastone Gravel	500	
	Doggie Pot Supplies	1,500	
	Janitorial Supplies	750	
	Signage	250	
	Miscellaneous Small Tools	200	
	Total Operating Expenses	3,700	\$ 4,200
	TOTAL BUDGET	3,700	\$ 4,200

Fiscal Year: 2015-16
Department: Swimming Pools
Account Code: A7180
Function: Culture and Recreation



Description: The City provides two outdoor pools during summer months (Alteri Pool at Fairgrounds which opened in 1974 and Flynn Pool at the North Side which opened in 1979). The pools open in June and close by Labor Day. In total, the pools recorded 8,531 visits from patrons (Alteri – 4601; Flynn – 3930;) All pool personnel are certified and meet New York State requirements for life guarding. The City offers a “Learn to Swim” program in the mornings for a four-week period with an attendance of 92 youth last year. The Fairgrounds pool provides the opportunity for lap swimming. City pools are maintained by Parks and Recreation Maintenance Workers who, as required under New York State Health Department guidelines, are certified pool operators.

2014-15 Accomplishments:

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

2015-16 Goals and Objectives:

- Continue to provide a high level of safety and a family friendly environment for pool patrons.
- Encourage lifeguards to complete their Water Safety Instructor course that is above and beyond their job requirements.
- Install a handicap chair lift at the Alteri Pool in 2015 and at Flynn Pool in 2016.

City of Watertown
Fiscal Year: 2015-16
Department: Pools
Account Code: A7180
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	16,434	-	18,904	20,293
140 Temporary	59,438	56,529	48,500	55,300
150 Overtime	2,842	85	2,500	2,500
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 78,714</u>	<u>\$ 56,614</u>	<u>\$ 69,904</u>	<u>\$ 78,093</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	22,637	-	-
Total Equipment	<u>\$ -</u>	<u>\$ 22,637</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 25,404	\$ 19,156	\$ 10,775	\$ 20,590
420 Insurance	1,241	1,890	1,437	1,575
430 Contracted Services	464	10,434	4,200	6,700
440 Fees Non Employees	580	628	2,000	1,125
450 Miscellaneous	811	1,007	860	860
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	38,071	33,929	25,200	26,950
465 Equipment < \$10,000	-	143	5,700	8,400
Total Operating Expenses	<u>\$ 66,571</u>	<u>\$ 67,187</u>	<u>\$ 50,172</u>	<u>\$ 66,200</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 16,372	\$ 10,024	\$ 13,718	\$ 10,029
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	5,962	4,331	5,347	5,973
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	4,460	5,470
Total Fringe Benefits	<u>\$ 22,334</u>	<u>\$ 14,355</u>	<u>\$ 23,525</u>	<u>\$ 21,472</u>
Department Total	<u><u>\$ 167,619</u></u>	<u><u>\$ 160,793</u></u>	<u><u>\$ 143,601</u></u>	<u><u>\$ 165,765</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Pools
Account Code: A7180
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7180.0130	Wages		
	Crew Chief (1 @ .10) *	\$	4,406
	Parks & Recreation Maint. Worker (1 @ .40, 1 @ .10) **		15,887
			\$ 20,293
A.7180.0140	Temporary		55,300
A.7180.0150	Overtime		2,500
	Total Personal Services		\$ 78,093

Operating Expenses

A.7180.0410	Utilities		
	Fuel Oil	\$	1,100
	Water and Sewer		8,300
	Electric		8,175
	Cell Phones		75
	Natural Gas		2,940
			\$ 20,590
A.7180.0420	Insurance		1,575
A.7180.0430	Contracted Services		
	Dressing Room Door Replacement		5,000
	Building Repairs/Maintenance		800
	Key Work		400
	Fence Repairs/Replacement		500
			6,700
A.7180.0440	Fees, Non Employee		
	Employment Related Testing		1,125
A.7180.0450	Miscellaneous		
	Mileage Reimbursements		200
	CPO Course		660
			860
A.7180.0460	Materials and Supplies		
	Chemicals		12,750
	Pool Supplies		2,000
	Maintenance Supplies		800
	Uniforms		1,500
	1st Aid Supplies		750
	Lifeguard Equipment		1,700
	Paint and Hardware		1,400
	Pool Repairs		1,700
	Electrical/Plumbing Supplies		1,000
	Swim lesson supplies		1,000
	Filtration Equipment		800
	Extension Ladder		450
	Pool Filter Covers		600
	Signage		500
			26,950

City of Watertown
Fiscal Year: 2015-16
Department: Pools
Account Code: A7180
Function: Culture and Recreation

FY 2015-16 Budget

A.7180.0465	Other Equipment < \$10,000		
	Handicap Lift	6,200	
	Rope/Floaters/Covers	600	
	Pool Pump	1,600	<u>8,400</u>
	Total Operating Expenses		<u>\$ 66,200</u>
Fringe Benefits			
A.7180.0810	New York State Employees' Retirement System	\$ 10,029	
A.7180.0830	Social Security	5,973	
A.7180.0850	Health Insurance	<u>5,470</u>	
	Total Fringe Benefits		<u>\$ 21,472</u>
	TOTAL BUDGET		<u><u>\$ 165,765</u></u>

* Split 10% with A.7140, 10% with A.7141, 10% with A.7143, 60% with A.7265

** (1) Split 10% with A.7140, 10% with A.7141, 70% with A.7265; (1) split 10% with A.7141, 50% with A.7265

Fiscal Year: 2015-16
Department: Arena
Account Code: A7265
Function: Culture and Recreation



Description: The Municipal Arena, which opened in 1975, provides the community with a variety of services. For six months of the year, a high-quality ice surface is maintained. The Arena welcomed back the Watertown Privateer's Professional Hockey team for the 2013-2014 season. Ice time is rented to the Minor Hockey Association, the Figure Skating Club, IHC/WHS/IRCS, adult hockey groups, Ft. Drum groups and private groups. The ice surface is also used by seasonal broomball groups. Rock N Skate, Slip, Slide & Skate and Family Skate Night continued to be offered with positive feedback. Special events for 2014-2015 included a Halloween Costume Skate Contest, Valentine's Day Family Skate and Skate with Santa. All special events were well received by the community.

During the remaining six months, the Arena is used for community events. It is a popular site and the only facility in this area that can seat 3,000 people for concerts. Some events have been held annually since the late 1970's.

2014-15 Accomplishments:

- ✓ Parks and Recreation had a successful season with the Watertown Wolves Professional Hockey team using the arena as their home ice.
- ✓ Worked with JCC to have student activities such as Rock and Skate and Broomball.
- ✓ Successfully held 3 concerts.
- ✓ Hosted a "Hockey for Hero's" hockey tournament. All proceeds went to the Wounded Warrior Project.
- ✓ Worked closely with Stantec to design plans for the Ice Arena.
- ✓ Collected over 250lbs of food for local pantries and over 150 toys for "Toys for Tots."

2015-16 Goals and Objectives:

- Continue to work with all users to ensure the best possible customer service.
- Continue with the renovations of the Watertown Municipal Ice Arena.

City of Watertown
Fiscal Year: 2015-16
Department: Arena
Account Code: A7265
Function: Culture and Recreation

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	99,129	151,262	102,652	112,336
140 Temporary	157,367	102,651	114,300	48,000
150 Overtime	29,995	46,627	20,000	20,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	207	1,964	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 286,698</u>	<u>\$ 302,505</u>	<u>\$ 236,952</u>	<u>\$ 180,336</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ 29,500	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 29,500</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 53,408	\$ 56,172	\$ 50,100	\$ 32,000
420 Insurance	4,207	4,307	4,307	6,350
430 Contracted Services	56,095	22,441	27,050	9,450
440 Fees Non Employees	950	1,358	1,200	625
450 Miscellaneous	1,138	2,585	4,208	4,250
455 Vehicle Expenses	10,467	10,704	11,077	6,875
460 Materials and Supplies	63,915	55,669	49,650	6,175
465 Equipment < \$10,000	18,265	4,602	5,400	8,200
Total Operating Expenses	<u>\$ 208,445</u>	<u>\$ 157,838</u>	<u>\$ 152,992</u>	<u>\$ 73,925</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 50,035	\$ 59,293	\$ 45,407	\$ 28,501
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	21,621	22,232	18,127	13,797
840 Workers' Compensation	60,851	1,584	35,000	20,000
850 Health Insurance	31,119	40,958	26,116	31,037
Total Fringe Benefits	<u>\$ 163,626</u>	<u>\$ 124,067</u>	<u>\$ 124,650</u>	<u>\$ 93,335</u>
Department Total	<u><u>\$ 658,769</u></u>	<u><u>\$ 584,410</u></u>	<u><u>\$ 544,094</u></u>	<u><u>\$ 347,596</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Arena
Account Code: A7265
Function: Culture and Recreation

FY 2015-16 Budget

Personal Services

A.7265.0130	Wages		
	Crew Chief (1 @ .60) *	\$	26,438
	Parks & Recreation Maint.Worker (2@.60, 1@.50, 1@.70, 1@.20)**		85,898
			<u>112,336</u>
A.7265.0140	Temporary		48,000
A.7265.0150	Overtime		20,000
	Total Personal Services	\$	<u>180,336</u>

Operating Expenses

A.7265.0410	Utilities		
	Water / Sewer	\$	10,000
	Electric		10,000
	Natural Gas		10,000
	National Grid - Electric		2,000
			<u>32,000</u>
A.7265.0420	Insurance		6,350
A.7265.0430	Contracted Services		
	Outside Equipment Rentals		500
	Facility Maintenance and Repairs		1,200
	PA System Maintenance		500
	Merchant Processing Fees		500
	Compressor Maintenance		1,000
	Refrigeration System Maintenance		2,000
	Fair Building Storage Rental		3,750
			<u>9,450</u>
A.7265.0440	Fees, Non Employee		
	Physicals for Employees		625
A.7265.0450	Miscellaneous		
	Safety Shoes		700
	Mileage Reimbursement		250
	Safety Equipment, Jackets,Gloves		500
	Ice Skating Institute		350
	NE Ice Skating Managers' Assoc.		250
	ASCAP & SESAC & BMI Charges		900
	Neisma Training		500
	Uniforms and Protective Clothing		800
			<u>4,250</u>
A.7265.0455	Vehicle Expenses		
	Vehicle Repairs		2,200
	Insurance		1,875
	Forklift Repair		1,000
	Fuel		1,800
			<u>6,875</u>
A.7265.0460	Materials and Supplies		
	Maintenance of Small Equipment		500
	Building/Maintenance/Janitorial		1,500
	Hardware, Lumber, Paint		1,000
	Electrical/Plumbing Supplies		500
	First Aid Supplies		375
	Miscellaneous Supplies		1,000
	Propane, Oil		800
	Stage and Concert Supplies		500
			<u>6,175</u>

City of Watertown
Fiscal Year: 2015-16
Department: Arena
Account Code: A7265
Function: Culture and Recreation

		<u>FY 2015-16 Budget</u>	
A.7265.0465	Other Equipment < \$10,000		
	Sound System Case and Mount	1,000	
	Microphone	800	
	Chairs	4,800	
	Tables	600	
	Computer	1,000	
		<u>8,200</u>	
	Total Operating Expenses		<u>\$ 73,925</u>
Fringe Benefits			
A.7265.0810	New York State Employees' Retirement System	\$ 28,501	
A.7265.0830	Social Security	13,797	
A.7265.0840	Workers Compensation	20,000	
A.7265.0850	Health Insurance	<u>31,037</u>	
	Total Fringe Benefits		<u>\$ 93,335</u>
	TOTAL BUDGET		<u><u>\$ 347,596</u></u>

* Split 10% with A.7140, 10% with A.7141, 10% with A.7143, 10% with A.7180

* * (1) Split 10% with A.7140, 20% with A.7141, 10% with A.7143; (1) split 10% with A.7140, 10% with A.7141, 10%

Fiscal Year: 2015-16
Department: Planning
Account Code: A8020
Function: Home and Community Services



Description: The Planning Office was created in 1984 as a component of the City Manager's Office. The goal of the Planning Office is to implement programs, projects and legislation that will have a positive effect on the development of the City of Watertown as a community. It is involved in a wide variety of issues that affect the development of this community including zoning, downtown revitalization, riverfront development, tree planting, historic preservation, housing programs and economic development. Many of the projects and programs within those categories involve writing grant applications and contract administration. The office also provides staff support to the Planning Board.

2014-15 Accomplishments:

- ✓ Completed Ogilvie Site environmental remediation.
- ✓ Planted 215 trees.
- ✓ Prepared site evaluations and preliminary design for Dog Park.
- ✓ Prepared site evaluations for 10th Mountain Division Monument.
- ✓ Obtained annual Tree City USA designation.
- ✓ Reviewed 8 zone changes, 12 site plans, 1 special use permit and 6 subdivisions.

2015-16 Goals and Objectives:

- Complete Sewall's Island Environmental Remediation.
- Complete master plan for the central part of Thompson Park.
- Assist with the construction of the dog park.
- Assist with the construction of the 10th Mountain Division Monument.
- Apply for the annual Tree City USA designation.
- Plant 292 trees.

City of Watertown
Fiscal Year: 2015-16
Department: Planning
Account Code: A8020
Function: Home and Community Services

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ -	\$ -	\$ -	\$ -
420 Insurance	-	-	-	-
430 Contracted Services	13,032	17,363	8,800	70,300
440 Fees Non Employees	-	-	-	-
450 Miscellaneous	3,764	7,149	4,300	4,900
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	-	-	-	-
465 Equipment < \$10,000	-	-	-	2,500
Total Operating Expenses	<u>\$ 16,796</u>	<u>\$ 24,512</u>	<u>\$ 13,100</u>	<u>\$ 77,700</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 16,796</u></u>	<u><u>\$ 24,512</u></u>	<u><u>\$ 13,100</u></u>	<u><u>\$ 77,700</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Planning
Account Code: A8020
Function: Home and Community Services

		<u>FY 2015-16 Budget</u>	
Operating Expenses			
A.8020.0430	Contracted Services		
	Sewall's Island NYWII ERP Grant Match	\$ 70,000	
	Legal Ads	<u>300</u>	70,300
A.8020.0450	Miscellaneous		
	Subscriptions/Memberships	2,800	
	AutoCAD Software License	600	
	Travel and Training	<u>1,500</u>	4,900
A.8020.0465	Equipment < \$10,000		
	Computer	1,500	
	Desk	<u>1,000</u>	<u>2,500</u>
	TOTAL BUDGET		<u><u>\$ 77,700</u></u>

Fiscal Year: 2015-16
Department: Storm Sewers
Account Code: A8140
Function: Home and Community Services



Description: This account, associated with the Department of Public Works, is responsible for the repair and maintenance of the City's 46 miles of storm sewer mains, 3300 catch basins and 3200 manholes. This department is staffed with one Working Crew Chief, one Heavy Motor Equipment Operator, two Motor Equipment Operators and two Municipal Workers. Leadership is provided by the Street/Sewer Maintenance Supervisor whose position is funded half in this account and half in the Sanitary Sewer Account. The employees within this account routinely repair and replace storm water collection structures, clean storm water culverts and swales, clean and video inspect storm water pipelines and install new storm water infrastructure.

2014-15 Accomplishments:

- ✓ Resolved surface water issues on Washington Street near the City Limits and on Starbuck Avenue.
- ✓ Assisted in removing ice storm debris from City Streets as well as storm sewer right-of-ways and easements.
- ✓ Replaced twelve substandard drainage structures.

2015-16 Goals and Objectives:

- Address surface water issues on Green Street near Thompson Boulevard by installing additional storm water collection inlets.
- Install edge drains on outer Holcomb Street to intercept surface water flows and re-direct to existing storm sewers.
- Continue with routine storm sewer catch basin cleaning operations with emphasis on the north side neighborhoods.
- Evaluate the effectiveness and maintenance requirements of 2 storm water filtering inserts which will be placed in designated storm drains in City maintained parking facilities.
- Develop monitoring and maintenance procedures for new storm sewer water quality units being installed as part of the Factory Street Reconstruction program.

City of Watertown
Fiscal Year: 2015-16
Department: Storm Sewers
Account Code: A8140
Function: Home and Community Services

<u>Budget Summary</u>	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Personal Services				
110 Salaries	\$ 31,343	\$ 32,195	\$ 31,248	\$ 31,248
120 Clerical	-	-	-	-
130 Wages	123,891	123,520	142,568	143,488
140 Temporary	-	10,528	6,000	6,000
150 Overtime	3,987	1,336	4,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	2,800	(629)	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 162,021</u>	<u>\$ 166,949</u>	<u>\$ 183,816</u>	<u>\$ 184,736</u>
Equipment				
230 Vehicles	\$ 12,395	\$ -	\$ 25,000	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ 12,395</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 409	\$ 361	\$ 428	\$ 968
420 Insurance	1,361	1,417	1,347	1,450
430 Contracted Services	2,357	1,871	10,068	10,004
440 Fees Non Employees	632	692	500	500
450 Miscellaneous	1,878	924	2,575	2,775
455 Vehicle Expenses	26,119	19,826	27,067	27,050
460 Materials and Supplies	29,183	28,586	35,750	35,750
465 Equipment < \$10,000	2,873	-	6,550	7,750
Total Operating Expenses	<u>\$ 64,812</u>	<u>\$ 53,676</u>	<u>\$ 84,285</u>	<u>\$ 86,247</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 30,532	\$ 28,890	\$ 35,743	\$ 31,149
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	11,966	12,328	14,062	14,132
840 Workers' Compensation	2,812	29,294	1,000	3,000
850 Health Insurance	33,257	29,292	38,723	50,216
Total Fringe Benefits	<u>\$ 78,567</u>	<u>\$ 99,805</u>	<u>\$ 89,528</u>	<u>\$ 98,497</u>
Department Total	<u><u>\$ 317,795</u></u>	<u><u>\$ 320,430</u></u>	<u><u>\$ 382,629</u></u>	<u><u>\$ 369,480</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Storm Sewers
Account Code: A8140
Function: Home and Community Services

FY 2015-16 Budget

Personal Services

A.8140.0110	Salaries		
	Street/Sewer Maintenance Supervisor *	\$	31,248
A.8140.0130	Wages		
	Crew Chief (1 @ .67) **	\$	30,886
	Heavy Equipment Operator (1 @ .67) **		30,886
	Motor Equipment Operator (2 @ .67) **		44,035
	Municipal Worker I (2 @ .67) **		37,681
			<u>143,488</u>
A.8140.0140	Temporary		6,000
A.8140.0150	Overtime		4,000
	Total Personal Services	\$	<u>184,736</u>

Operating Expenses

A.8140.0410	Utilities		
	Wireless Networking *	\$	168
	Cellular Phone *		80
	Aircard for GPS and Tablets *		720
			<u>968</u>
A.8140.0420	Insurance		1,450
A.8140.0430	Contracted Services		
	GPS Tracking		104
	Material Disposal		4,000
	Recertify Safety Equipment *		500
	Camera Software Maintenance		900
	Camera Equipment Repair *		1,500
	Small Equipment Repairs		3,000
			<u>10,004</u>
A.8140.0440	Fees, Non-Employee		
	Employee Testing		300
	Employee Vaccinations		200
			<u>500</u>
A.8140.0450	Miscellaneous		
	Safety Apparel		500
	Safety Shoes		1,000
	Public Safety Emp Training /PESH		1,200
	NASSCO Membership		75
			<u>2,775</u>
A.8140.0455	Vehicle Expenses		
	Maintenance & Repairs		8,500
	Preventive Maintenance		1,200
	Gas and Diesel Fuel		8,900
	Tires (4) (1-64)		2,500
	Insurance		5,950
			<u>27,050</u>

City of Watertown
Fiscal Year: 2015-16
Department: Storm Sewers
Account Code: A8140
Function: Home and Community Services

FY 2015-16 Budget

A.8140.0460	Materials and Supplies		
	Manholes & Catch Basins	7,000	
	Asphalt Patching Material	2,500	
	Pipes & Fittings	7,000	
	Castings & Grates	7,500	
	Crusher Run & Stone Products	7,000	
	Sewer Camera Supplies *	1,500	
	Sewer Vac Hose, 500LF *	750	
	Work Zone Safety Devices	500	
	Small Hand Tools, Related Supplies	<u>2,000</u>	35,750
A.8140.0465	Other Equipment <\$5000		
	Field Computer	3,500	
	Storm Sewer Inlet Filter	3,000	
	Hydraulic Breaker Point Replacement (1-64)	<u>1,250</u>	<u>7,750</u>
	Total Operating Expenses		<u>\$ 86,247</u>
Fringe Benefits			
A.8140.0810	New York State Employees' Retirement System		\$ 31,149
A.8140.0830	Social Security		14,132
A.8140.0840	Workers Compensation		3,000
A.8140.0850	Health Insurance		<u>50,216</u>
	Total Fringe Benefits		<u>\$ 98,497</u>
	TOTAL BUDGET		<u><u>\$ 369,480</u></u>

* Split 50% with G.8120

** Split 33% with A.5142

Fiscal Year: 2015-2016
Department: Refuse and Recycling
Account Code: A8160
Function: Home and Community Services



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

In 2014, City crews collected 3,219 tons of residential refuse, a decrease of 130 tons from the previous year, and an additional 495 tons of recyclable materials. It is estimated that approximately 1,000 tons of yard waste comprised of brush, leaves and grass clippings are collected annually. Due to an ice storm in late 2013 a massive amount of brush was collected, "chipped", and delivered to Fort Drum's bio-mass facility at no cost to the City. The semi-annual, spring/fall, Residential Bulk item drop off programs, held in response to the community's request for an economical alternative for bulk item disposal, captured 35 tons of rubbish as well as 4.9 tons of scrap metal and white goods along with batteries and used tires. The division participated in thirty Codes ordered private property cleanups.

2014-15 Accomplishments:

- ✓ The City is fully operational with two hundred (200) roll out carts at Creek Wood Apartments on outer Mill Street.
- ✓ Have an agreement with Jefferson County Solid Waste to take the City's compost at their transfer facility
- ✓ Presented to City Council an overview of the City's Solid Waste program cost and the alternative of using compostable/bio-degradable "paper bags" for yard waste.

2015-16 Goals and Objectives:

- Continue to investigate options to be able to offer co-mingled recycling collection to our customers.
- Evaluate dumpster collection options at multi-unit housing developments currently under contract.
- Implement a "Paper Bag" only protocol on yard waste collection.
- Devise a plan for the conversion of the City's present recycle fleet (2) for possible implementation of mixed recyclables and what other equipment would be needed to transport to a processing facility.
- Develop specification for a replacement tandem axle side load refuse collection truck.

City of Watertown
Fiscal Year: 2015-16
Department: Refuse and Recycling
Account Code: A8160
Function: Home and Community Services

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 21,606	\$ 22,121	\$ 7,180	\$ 7,180
120 Clerical	-	-	-	-
130 Wages	245,341	248,773	283,412	307,155
140 Temporary	22,611	5,852	20,000	20,000
150 Overtime	14,384	18,126	18,000	18,000
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 Allow. / Reimbursements	-	-	-	-
Total Personal Services	<u>\$ 306,742</u>	<u>\$ 297,672</u>	<u>\$ 331,392</u>	<u>\$ 355,135</u>
Equipment				
230 Vehicles	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 1,262	\$ 1,250	\$ 1,283	\$ 1,175
420 Insurance	-	-	-	-
430 Contracted Services	236,981	238,776	242,100	243,500
440 Fees Non Employees	612	11,343	13,900	13,900
450 Miscellaneous	2,954	3,462	5,500	6,400
455 Vehicle Expenses	120,661	94,460	101,472	113,950
460 Materials and Supplies	18,528	7,320	26,500	19,250
465 Equipment < \$10,000	-	-	-	5,650
Total Operating Expenses	<u>\$ 380,998</u>	<u>\$ 356,612</u>	<u>\$ 390,755</u>	<u>\$ 403,825</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 54,597	\$ 56,446	\$ 60,220	\$ 58,518
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	22,643	21,716	25,351	27,167
840 Workers' Compensation	116,467	17,875	55,000	50,000
850 Health Insurance	81,711	77,824	96,208	97,336
Total Fringe Benefits	<u>\$ 275,418</u>	<u>\$ 173,861</u>	<u>\$ 236,779</u>	<u>\$ 233,021</u>
Department Total	<u><u>\$ 963,158</u></u>	<u><u>\$ 828,145</u></u>	<u><u>\$ 958,926</u></u>	<u><u>\$ 991,981</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Refuse and Recycling
Account Code: A8160
Function: Home and Community Services

FY 2015-16 Budget

Personal Services

A.8160.0110	Salaries		
	Asst. Superintendent of Public Works (1 @ .10) *		\$ 7,180
A.8160.0130	Wages		
	Crew Chief (1)	46,099	
	Refuse Motor Equipment Operators (5 @ 1.0, 3 @ .67) **	261,056	307,155
A.8160.0140	Temporary		20,000
A.8160.0150	Overtime		18,000
A.8160.0175	Health Insurance Buyout		2,800
	Total Personal Services		<u>\$ 355,135</u>

Operating Expenses

A.8160.0410	Utilities		
	Nextel for GPS	\$ 912	
	Water/ Sewer	263	\$ 1,175
A.8160.0430	Contracted Services		
	Route Optimization License/Renewal	5,200	
	GPS Tracking	840	
	Tipping Fees (Regular)	217,000	
	Fees (One Drop Off Event)	8,000	
	Education/Public Awareness/Ads	4,000	
	Employee Uniform Rental	1,800	
	Overhead Door Preventative Maint	200	
	Annual Fire Alarm Monitoring	360	
	Pressure Washer Repair	600	
	Mowing of Closed Landfill	5,500	243,500
A.8160.0440	Fees Non Employee		
	Employment Related Testing	900	
	Landfill Monitoring Fees	13,000	13,900
A.8160.0450	Miscellaneous		
	Safety Shoes & Equipment	2,000	
	Bulk Postage for Tote Bills	2,400	
	Safety Training / PESH	1,800	
	Permits & Miscellaneous	200	6,400
A.8160.0455	Vehicle Expenses		
	Vehicle Maint.& Repairs	35,000	
	Preventive Maintenance	3,000	
	Gas & Diesel Fuels	38,500	
	Side Refuse Bucket (1-2)	4,800	
	Cylinder Heads (1-6, 1-8)	14,000	
	Insurance	18,650	113,950

City of Watertown
Fiscal Year: 2015-16
Department: Refuse and Recycling
Account Code: A8160
Function: Home and Community Services

		<u>FY 2015-16 Budget</u>	
A.8160.0460	Materials and Supplies		
	Refuse Bag Stickers and Forms	7,000	
	Totes	8,750	
	Landfill Drainage/Ground Materials	2,500	
	Miscellaneous Supplies	1,000	19,250
A.8160.0465	Other Equipment < \$10,000		
	Employee Lockers (9)	2,150	
	Hot Water Pressure Washer	3,500	5,650
	Total Operating Expenses		<u>\$ 403,825</u>
Fringe Benefits			
A.8160.0810	New York State Employees' Retirement System		\$ 58,518
A.8160.0830	Social Security		27,167
A.8160.0840	Workers Compensation		50,000
A.8160.0850	Health Insurance		97,336
	Total Fringe Benefits		<u>\$ 233,021</u>
	TOTAL BUDGET		<u><u>\$ 991,981</u></u>

* Split 10% with A.1490, 80% with A.1640

** (3) Split 33% with A.5142

City of Watertown

Fiscal Year: 2015-16

Department: Miscellaneous

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

Function: General Government Support

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
A9040 Workers' Compensation	\$ 66,406	\$ 52,950	\$ 40,000	\$ 59,000
A9050 Unemployment Claims	6,451	17,714	7,500	7,500
A9060 Health Insurance - Retirees	3,227,839	3,335,795	3,306,014	3,606,340
A9065 Medicare Part B - Retirees	298,534	325,715	351,205	358,116
A9070 Compensated Absences	61,550	(77,980)	15,000	15,000
A9089 Employee Benefits - Other	10,053	7,355	5,000	4,750
A9501 General Liability Reserve	75,000	75,000	75,000	75,000
A9512 Library Fund Transfer	1,393,974	1,209,204	1,298,665	1,204,698
A9945 Transfer to Capital Reserve	3,100,000	-	-	-
A9950 Capital Fund Transfer	314,481	1,312,295	470,000	758,125
A9960 Black River Trust Reserve	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	<u>\$ 8,564,288</u>	<u>\$ 6,268,047</u>	<u>\$ 5,578,384</u>	<u>\$ 6,098,529</u>

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

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

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

A9945 Transfer to Capital Reserve Fund - Represents the transfer to the City's capital reserve fund for future capital equipment purchases and capital projects.

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

A9960 Transfer to Black River Trust Reserve - Represents the City's annual commitment to the Black River Reserve Trust as required in our FERC license.

City of Watertown
Fiscal Year: 2015-16
Department: Debt Service
Account Code: A9710
Function: Debt Service

<u>Budget Summary</u>	<u>FY 2012-13</u> Actual	<u>FY 2013-14</u> Actual	<u>FY 2014-15</u> Budget	<u>FY 2015-16</u> Budget
Serial Bonds				
A9710.6 Principal	\$ 2,152,448	\$ 2,082,288	\$ 2,099,002	\$ 2,334,843
A9710.7 Interest	<u>610,477</u>	<u>561,916</u>	<u>514,233</u>	<u>751,505</u>
Total Budget	<u>\$ 2,762,925</u>	<u>\$ 2,644,204</u>	<u>\$ 2,613,235</u>	<u>\$ 3,086,348</u>

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

OUTSTANDING SERIAL BONDS

<u>DATE OF ISSUE /</u> <u>(INTEREST RATE)</u>	<u>DATE OF</u> <u>MATURITY</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL</u> <u>BALANCE AT</u> <u>END OF FISCAL</u> <u>YEAR</u>
12/1/83 (9.60%)	12/1/2017	\$ 20,000	\$ 3,840	\$ 23,840	\$ 30,000
5/1/2006 (7.50 - 4.625%)	11/1/2015	25,000	579	25,579	-
2/15/2008 (3.25 - 4.00%)	2/15/2023	223,000	47,385	270,385	1,078,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	200,500	21,293	221,793	577,500
6/15/2010 (3.125 - 4.00%)	12/15/2024	91,000	22,540	113,540	617,000
4/15/2011 A (2.00 - 4.00%)	11/15/2025	130,000	58,788	188,788	1,555,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	93,425	4,616	98,041	73,384
4/15/2011 C (2.00 - 6.00%)	11/15/2022	285,000	131,035	416,035	2,380,000
6/28/2011 (2.00 - 3.00%)	6/15/2021	169,500	26,160	195,660	702,500
6/12/2013 (3.00 - 3.50%)	10/15/2027	61,800	21,095	82,895	651,600
4/10/2014 A (1.50 - 2.75%)	4/1/2024	117,000	14,450	131,450	642,000
6/18/2014 (1.00 - 2.625%)	11/15/2023	560,618	44,724	605,342	1,776,217
Spring 2015 Serial Bond		<u>358,000</u>	<u>355,000</u>	<u>713,000</u>	<u>10,592,000</u>
TOTAL		<u>\$ 2,334,843</u>	<u>\$ 751,505</u>	<u>\$ 3,086,348</u>	<u>\$ 20,675,201</u>

WATER FUND

**City of Watertown
Fiscal Year 2015-16 Budget
Water Fund Summary**

Revenues	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Water Rents	\$ 3,206,244	\$ 3,328,569	\$ 3,275,000	\$ 3,320,000
Unmetered Water	10,809	8,713	11,000	10,000
Outside User Fees	1,331,556	1,407,196	1,437,000	1,440,000
Water Service Charges	108,033	78,093	75,000	75,000
Int. & Pen. On Water Rents	57,910	57,203	60,000	60,000
Interest Earnings	379	792	500	1,000
Sale of Scrap	9,284	7,288	5,000	8,000
Sale of Equipment	-	8,225	-	-
Insurance Recovery	-	903	-	-
Refund of Prior Year Exp.	-	3,450	-	-
Premium on Obligations	-	21,822	-	-
Unclassified Revenues	475	334	1,000	1,000
Payment Processing Fees	874	2,636	2,500	2,500
Metered Water Sales Other Funds	128,340	131,517	141,000	154,000
Interfund Transfer	2,416	-	1,000	1,000
Sub-Total	\$ 4,856,320	\$ 5,056,741	\$ 5,009,000	\$ 5,072,500
Appropriated Debt Reserve	47,554	-	-	-
Appropriated Coagulation Reserve	-	137,126	-	-
Appropriated Fund Balance	-	-	-	174,290
Total Revenues	\$ 4,903,874	\$ 5,193,867	\$ 5,009,000	\$ 5,246,790

Expenditures	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Administration	\$ 238,190	\$ 265,308	\$ 254,007	\$ 260,627
Source, Supply, Power & Pumping	539,020	535,276	595,030	621,775
Water Purification	1,562,659	1,779,935	1,729,172	1,936,496
Water Distribution	1,159,059	1,191,752	1,253,874	1,276,104
General	674,410	793,467	572,027	299,234
Debt	518,239	599,028	604,890	852,554
Total Expenditures	\$ 4,691,577	\$ 5,164,766	\$ 5,009,000	\$ 5,246,790

Fund Balance				
Beginning reserve and fund balances	\$ 1,087,080	\$ 1,271,823		
+ Revenues	4,856,320	5,056,741		
- Expenses	(4,691,577)	(5,164,766)		
- Transfer to Coagulation Reserve	20,000	-		
Ending reserve and fund balances	\$ 1,271,823	\$ 1,163,798		
Fund balance reserved for coagulation basin	(137,117)	-		
Fund balance reserved for encumbrances	(161,626)	(97,868)		
Fund balance appropriated to subsequent fiscal year	(55,000)	-		
Unreserved un-appropriated fund balance	\$ 918,080	\$ 1,065,930		

**City of Watertown
Fiscal Year 2015-16 Budget
Water Fund Revenue Summary**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
F2140 Water Rents	\$ 3,206,244	\$ 3,328,569	\$ 3,275,000	\$ 3,320,000
F2142 Unmetered Water	10,809	8,713	11,000	10,000
F2143 Outside User Fees	1,331,556	1,407,196	1,437,000	1,440,000
F2144 Water Srv. Charges	108,033	78,093	75,000	75,000
F2148 Int. & Pen. On Water Rents	57,910	57,203	60,000	60,000
F2401 Interest Earnings	379	792	500	1,000
F2650 Sale of Scrap	9,284	7,288	5,000	8,000
F2665 Sale of Equipment	-	8,225	-	-
F2680 Insurance Recovery	-	903	-	-
F2701 Refund of Prior Year Expense	-	3,450	-	-
F2710 Premium on Obligations	-	21,822	-	-
F2770 Unclassified Revenues	475	334	1,000	1,000
F2773 Payment Processing Fees	874	2,636	2,500	2,500
F2830 Metered Water Sales Funds	128,340	131,517	141,000	154,000
F5031 Interfund Transfer	<u>2,416</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Sub-Total	<u>4,856,320</u>	<u>5,056,741</u>	<u>5,009,000</u>	<u>5,072,500</u>
Appropriated Debt Reserve	47,554	-	-	-
Appropriated Coagulation Reserve	-	137,126	-	-
Appropriated Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>174,290</u>
Total Revenues	<u><u>\$ 4,903,874</u></u>	<u><u>\$ 5,193,867</u></u>	<u><u>\$ 5,009,000</u></u>	<u><u>\$ 5,246,790</u></u>

City of Watertown

Fiscal Year: 2015-16
Department: Water Fund
Account Code: Revenues
Function: Revenue Descriptions

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

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

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

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

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

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

F2650 - Sale of Scrap – Sales of excess scrap.

F2665 – Sale of Equipment – Sales of equipment.

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

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

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

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

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

F5301 – Interfund Transfers – Transfers from other funds.

Fiscal Year: 2015-16
Department: Water Administration
Account Code: F8310
Function: Water Administration



Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,500 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the Wastewater Treatment Plant . Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and one Meter Reader. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the office coordinates services with other City departments, other Water Fund personnel, and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent oversees Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydro-electric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2014-15 Accomplishments:

- ✓ Continued with the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydro-Electric Plant with Water Department Administration. Continued with the writing of a Departmental Standard Operating Procedure and Policy Handbook.
- ✓ Upgraded the Emergency Response Plan for the Facility.
- ✓ Reduced Administration Staff by one meter reader consistent with the upgrading of the City metering system to “radio read” units.
- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

2015-16 Goals and Objectives:

- Continue to implement Cartêgraph into the daily work flow process.
- Continue the conversion of water meters to radio read capability, incorporating them within the data management system.
- Continue to expand electronic dissemination of information in all sections of the Water Department with focus on mobile data access and communication.

City of Watertown
Fiscal Year: 2015-16
Department: Water Administration
Account Code: F8310
Function: Water Administration

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 41,410	\$ 42,400	\$ 42,238	\$ 42,238
120 Clerical	40,291	38,997	42,979	45,562
130 Wages	42,309	48,988	49,089	37,871
140 Temporary	5,847	5,414	5,100	5,100
150 Overtime	3,291	10,350	1,600	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	759	1,400	1,400	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 133,907</u>	<u>\$ 147,549</u>	<u>\$ 142,406</u>	<u>\$ 135,771</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 545	\$ 395	\$ 600	\$ 600
420 Insurance	7,244	309	-	-
430 Contracted Services	14,155	17,148	18,927	35,630
440 Fees Non Employees	2,556	13,827	3,580	2,700
450 Miscellaneous	12,990	12,687	15,800	14,900
455 Vehicle Expenses	3,125	2,270	2,750	2,450
460 Materials and Supplies	4,824	3,662	3,225	3,225
465 Equipment < \$5,000	1,091	1,300	-	500
Total Operating Expenses	<u>\$ 46,530</u>	<u>\$ 51,598</u>	<u>\$ 44,882</u>	<u>\$ 60,005</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 22,283	\$ 28,140	\$ 26,578	\$ 23,940
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,823	10,887	10,893	10,386
840 Workers' Compensation	-	-	100	-
850 Health Insurance	25,647	27,134	29,148	30,525
Total Fringe Benefits	<u>\$ 57,753</u>	<u>\$ 66,161</u>	<u>\$ 66,719</u>	<u>\$ 64,851</u>
Department Total	<u>\$ 238,190</u>	<u>\$ 265,308</u>	<u>\$ 254,007</u>	<u>\$ 260,627</u>

City of Watertown

Fiscal Year: 2015-16
Department: Water Administration
Account Code: F8310
Function: Water Administration

		<u>FY 2015-16 Budget</u>	
Personal Services			
F.8310.0110	Salaries		
	Superintendent of Water (.50) *	\$	42,238
F.8310.0120	Clerical		
	Principal Account Clerk (.5) * *	\$	25,183
	Senior Account Clerk Typist (.50) * * *	<u>20,379</u>	45,562
F.8310.0130	Wages		
	Water Meter Reader (.50) * *	18,541	
	SCADA Technician (.40) * * *	<u>19,330</u>	37,871
F.8310.0140	Temporary * *		5,100
F.8310.0150	Overtime * *		<u>5,000</u>
	Total Personal Services	\$	<u>135,771</u>
Operating Expenses			
F.8310.0410	Utilities		
	Cell phones* *	\$	600
F.8310.0430	Contracted Services		
	Office Rental * *	\$	7,800
	Software Support Fees* *	4,275	
	Cartegraph Software Maintenance	14,275	
	Merchant Fees * *	4,000	
	Debt Disclosure Filing Fees	150	
	Equipment Repairs* *	300	
	Meter Reading Equipment Repairs* *	500	
	Consumer Confidence Report	2,700	
	Federally Mandated Training and Employee Assistance Program * * * *	730	
	Equipment Maintenance Contracts* * *	<u>900</u>	35,630
F.8310.0440	Fees		
	Actuarial Services* *	150	
	Audit Services* *	<u>2,550</u>	2,700
F.8310.0450	Miscellaneous		
	Uniforms, Meter Readers * *	500	
	Membership AWWA	1,800	
	Travel and Training	500	
	Postage*	11,000	
	Postage For Annual Report	100	
	Window Blinds	500	
	Text/Reference Materials	<u>500</u>	14,900
F.8310.0455	Vehicle Expenses		
	Fuel * *	925	
	Maintenance & Repairs * *	600	
	Insurance * *	<u>925</u>	2,450
F.8310.0460	Materials and Supplies		
	Printed Forms, Bills * *	2,500	
	Office Supplies * *	<u>725</u>	3,225

City of Watertown

Fiscal Year: 2015-16
Department: Water Administration
Account Code: F8310
Function: Water Administration

FY 2015-16 Budget

F.8310.0465	Equipment <\$5,000		
	Computer		<u>500</u>
	Total Operating Expenses	\$	<u>60,005</u>
Fringe Benefits			
F8310.0810	New York State Employees' Retirement System	\$	23,940
F8310.0830	Social Security		10,386
F8310.0850	Health Insurance		<u>30,525</u>
	Total Fringe Benefits	\$	<u>64,851</u>
	TOTAL BUDGET	\$	<u><u>260,627</u></u>

* Split 10% with A.5184, 40% with G.8110

** Split 50% with G.8110

*** Split 20% with A.5184, 40% with G.8110

**** Split 75% with A.1230, 10% with F.8310, 10% with G.8110, 5% with L.7410

Fiscal Year: 2015-16
Department: Source of Supply, Power and Pumping
Account Code: F8320
Function: Water Operations



Description: The pre-treatment facilities provide settled water to the Water Treatment Plant that can be treated and polished more readily than raw river water to provide a high quality finished product.

Pre-treatment 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 Pump 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.

2014-15 Accomplishments:

- ✓ Completed the first full year of coagulation basin dredging with the newly acquired dredger, and achieved a 5% improvement in sustained performance of the basin as a result.
- ✓ Completed the resurfacing of the downstream face of the coagulation basin high dam.
- ✓ Installed third of four low lift pumps being systematically replaced, and acquired the fourth pump, completing the replacement program.
- ✓ Formulated and initiated a pilot study as a prerequisite to the design of the coagulation basin pH Control Facility.

2015-16 Goals and Objectives:

- Conduct a pH control pilot study at the coagulation basin.
- Re-establish the dredger's anchoring system and conduct the annual dredging of the coagulation basin.
- Prepare for the installation of fiber optic cable programmed to be accomplished in FY 2016-17.
- Initiate preliminary planning and design for the pH Control Facility to be located near the Coagulation Basin Dosing Station.

City of Watertown
Fiscal Year: 2015-16
Department: Source of Supply, Power and Pumping
Account Code: F8320
Function: Water Operations

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ -	\$ -	\$ -	\$ -
120 Clerical	-	-	-	-
130 Wages	-	-	-	-
140 Temporary	-	-	-	-
150 Overtime	-	-	-	-
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	19,246	19,844	21,000	-
Total Equipment	<u>\$ 19,246</u>	<u>\$ 19,844</u>	<u>\$ 21,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 504,141	\$ 502,059	\$ 525,800	\$ 550,800
420 Insurance	3,448	3,825	4,130	4,625
430 Contracted Services	1,710	1,750	14,600	26,050
440 Fees Non Employees	4,491	-	-	-
450 Miscellaneous	-	500	-	-
455 Vehicle Expenses	-	-	-	-
460 Materials and Supplies	2,305	3,866	19,500	20,100
465 Equipment < \$5,000	3,679	3,432	10,000	20,200
Total Operating Expenses	<u>\$ 519,774</u>	<u>\$ 515,432</u>	<u>\$ 574,030</u>	<u>\$ 621,775</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ -	\$ -	\$ -	\$ -
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	-	-	-	-
840 Workers' Compensation	-	-	-	-
850 Health Insurance	-	-	-	-
Total Fringe Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Department Total	<u><u>\$ 539,020</u></u>	<u><u>\$ 535,276</u></u>	<u><u>\$ 595,030</u></u>	<u><u>\$ 621,775</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Source of Supply, Power and Pumping
Account Code: F8320
Function: Water Operations

		<u>FY 2015-16 Budget</u>	
Operating Expenses			
F.8320.0410	Utilities		
	Electric	\$ 540,000	
	Natural Gas	10,000	
	Water & Sewer (Town of Pamela)	<u>800</u>	\$ 550,800
F.8320.0420	Insurance		4,625
F.8320.0430	Contracted Services		
	Maintenance Contracts Generators	2,500	
	Pump Repairs	5,000	
	Electric Repairs & Service	2,000	
	Boiler Repairs, Maintenance & Service	2,500	
	Miscellaneous Repairs & Services	1,000	
	Propane Tank Rental	400	
	Re-establish Dredge Anchors	10,000	
	Port-a-Jon Rentals	650	
	Miscellaneous	1,000	
	Crane Inspection-Annual	<u>1,000</u>	26,050
F.8320.0460	Materials and Supplies		
	Grease and Oil	500	
	Fuel Oil, Generator	2,000	
	Diesel for Dredge	5,000	
	Dredge Repair and Equipment	3,600	
	Propane, Small Generator	1,000	
	Mechanical Repair Parts	3,000	
	Miscellaneous Hardware	<u>5,000</u>	20,100
F.8320.0465	Other Equipment < \$5,000		
	PLC Standardization Equipment	6,000	
	Mechanical Equipment & Repair Parts	5,000	
	Electronic Equipment & Repair Parts	5,000	
	Grundfos DDA 12 & DDA 17 Pumps	<u>4,200</u>	20,200
	Total Operating Expenses		<u>\$ 621,775</u>
	TOTAL BUDGET		<u><u>\$ 621,775</u></u>

Fiscal Year: 2015-16
Department: Water Purification
Account Code: F8330
Function: Water Operations



Description: The City's 15 MGD Water Plant purified and delivered more than 1.76 billion gallons of high quality potable water last year. An average of 4.81 million gallons per day (MGD) was processed for domestic and industrial use by the citizens of the City of Watertown, neighbors in the Towns of Watertown, Pamelaia, Leray, Champion, and personnel at Fort Drum in 2014. The plant is staffed with a Chief Operator, five WTP Operators, two Operator Trainees, a Lab Technician, and a four member maintenance crew. This is a 24-hour a day operation, requiring at least one Operator on duty at all times. All but three staff members are certified and licensed by NYS Department 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. Our goal 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 the plant processes.

2014-15 Accomplishments:

- ✓ Prepared and submitted the Interim Report for the Stage 2 Disinfection Byproducts monitoring of the progress of the implementation of the mandated program. NYSDOH approved of the report's conclusions and recommendations.
- ✓ Hired two Operator Trainees and initiated their orientation and facility training.
- ✓ Licensed a second plant operator in the application of chemicals for proper algae control at the coagulation basin.
- ✓ Continued a comprehensive disinfection byproduct study in the distribution system initiated in May 2012.
- ✓ Participated in the initiation of a comprehensive rewrite of the Water Department's Safety Program.

2015-16 Goals and Objectives:

- Continue with Stage 2 Disinfection Byproduct sampling.
- Complete the training and license at grade level IIA the two Operator Trainees.
- Obtain IA training and licensing for two plant operators.
- Continue with the comprehensive rewrite of the Safety Program.

City of Watertown
Fiscal Year: 2015-16
Department: Water Purification
Account Code: F8330
Function: Water Operations

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 64,596	\$ 60,687	\$ 64,402	\$ 56,107
120 Clerical	-	-	-	-
130 Wages	470,554	538,665	543,290	520,586
140 Temporary	1,056	-	-	-
150 Overtime	23,303	27,242	26,000	26,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	8,400	8,400	5,600	2,800
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 567,909</u>	<u>\$ 634,994</u>	<u>\$ 639,292</u>	<u>\$ 605,493</u>
Equipment				
230 Motor Vehicle	\$ -	\$ 28,445	\$ -	\$ 45,000
250 Other	13,621	-	-	-
Total Equipment	<u>\$ 13,621</u>	<u>\$ 28,445</u>	<u>\$ -</u>	<u>\$ 45,000</u>
Operating Expenses				
410 Utilities	\$ 264,955	\$ 351,703	\$ 322,350	\$ 367,540
420 Insurance	9,351	9,809	10,700	11,100
430 Contracted Services	45,709	59,920	78,775	52,000
440 Fees Non Employees	960	1,210	650	1,900
450 Miscellaneous	9,176	18,887	15,250	18,200
455 Vehicle Expenses	10,064	13,305	12,540	9,250
460 Materials and Supplies	365,316	360,797	339,400	489,200
465 Equipment < \$5,000	35,761	16,816	21,395	48,550
Total Operating Expenses	<u>\$ 741,292</u>	<u>\$ 832,447</u>	<u>\$ 801,060</u>	<u>\$ 997,740</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 100,179	\$ 118,951	\$ 119,137	\$ 107,008
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	42,336	46,902	48,905	46,321
840 Workers' Compensation	-	-	250	-
850 Health Insurance	97,322	118,196	120,528	134,934
Total Fringe Benefits	<u>\$ 239,837</u>	<u>\$ 284,049</u>	<u>\$ 288,820</u>	<u>\$ 288,263</u>
Department Total	<u><u>\$ 1,562,659</u></u>	<u><u>\$ 1,779,935</u></u>	<u><u>\$ 1,729,172</u></u>	<u><u>\$ 1,936,496</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Water Purification
Account Code: F8330
Function: Water Operations

FY 2015-16 Budget

Personal Services

F.8330.0110	Salaries		
	Chief Water Treatment Plant Operator		\$ 56,107
F.8330.0130	Wages		
	Water Treatment Plant Maintenance Supervisor	\$ 51,776	
	Laboratory Technician	53,671	
	Water Treatment Plant Maintenance Mechanic (2)	93,558	
	Building Maintenance Worker	34,316	
	Water Treatment Plant Operator (7)	<u>287,265</u>	520,586
F.8330.0150	Overtime		26,000
F.8330.0175	Health Insurance Buyout		<u>2,800</u>
	Total Personal Services		<u>\$ 605,493</u>

Equipment

F.8330.0230	Motor Vehicles		
	4x4 Pick-up Truck with Plow and Liftgate		\$ 45,000
			<u>\$ 45,000</u>

Operating Expenses

F.8330.0410	Utilities		
	Sewer Charges	\$ 350,000	
	Natural Gas	15,860	
	Telephone	<u>1,680</u>	\$ 367,540
F.8330.0420	Insurance		11,100
F.8330.0430	Contracted Services		
	AC Boiler Repair & Maintenance	2,500	
	Electric Repair & Maintenance	2,000	
	Equipment Repairs	2,000	
	Advertising	300	
	Chemical Testing	6,000	
	Stage 2 Sampling Analysis	31,000	
	Occupational Tests (hearing, fitting, etc.)	1,500	
	Hazardous Material disposal	2,000	
	Equipment Rental	1,000	
	AGL -Facility Pk - Cartograph Maintenance	3,200	
	Inspection of Fire/Intrusion Alarms	<u>500</u>	52,000
F.8330.0440	Fees, Non Employee		
	Hazardous Material License	400	
	Pesticide Business Registration	900	
	Lab Accreditation Fee	<u>600</u>	1,900
F.8330.0450	Miscellaneous		
	Schools, Training, & Textbooks	7,700	
	Travel Expenses, Operator Training	7,500	
	Boots, Helmets, Goggles	1,500	
	Miscellaneous	<u>1,500</u>	18,200

City of Watertown
Fiscal Year: 2015-16
Department: Water Purification
Account Code: F8330
Function: Water Operations

		<u>FY 2015-16 Budget</u>	
F.8330.0455	Vehicle Expenses		
	Maintenance & Repairs	3,000	
	Fuel	3,000	
	Insurance	<u>3,250</u>	9,250
F.8330.0460	Materials and Supplies		
	Process Chemicals	467,200	
	Materials and Supplies	<u>22,000</u>	489,200
F.8330.0465	Other Equipment <\$5000		
	Computer	1,000	
	Repair Parts: Mechanical, Electrical	10,000	
	Operator's Desk	2,800	
	Digital Scanner	1,050	
	Flouride Auto (Flow Paced) Controller	1,500	
	Lab Equipment repair/replacement	1,700	
	Vacuum Pump	1,500	
	Bench Top pH Meter & Probe	1,400	
	Replace PLC's	14,000	
	Turbidimeter	8,900	
	Weather Station	<u>4,700</u>	48,550
	Total Operating Expenses		<u>\$ 997,740</u>
Fringe Benefits			
F.8330.0810	New York State Employees' Retirement System		\$ 107,008
F.8330.0830	Social Security		46,321
F.8330.0850	Health Insurance		<u>134,934</u>
	Total Fringe Benefits		<u>\$ 288,263</u>
	TOTAL BUDGET		<u><u>\$ 1,936,496</u></u>

F8330 – Water Purification

Fiscal Year 2015-16 Vehicles and Equipment



4x4 Pickup Truck with Plow and Lift Gate (2-15): \$45,000

The vehicle being replaced is a 2002 Ford F-350 4x4 with a snow plow and a lift gate and currently has over 48,600 miles on the odometer. The truck is the Water Treatment Plants only snow removal equipment used to maintain the treatment facilities parking and access roads, the parking area at Waterworks Park, the reservoirs at Thompson Park, access road to the coagulation basin and the dosing station on route 3. The vehicle has significant corrosion throughout the vehicles body and frame structure resulting in numerous repairs and replacement to vital components. The vehicle will be replaced with a 4x4 one ton pick-up with a plow and lift gate.



Fiscal Year: 2015-16
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations



Description: This departmental unit consists of 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", 850+ 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 several water services and 350 to 500 water meters annually. Additionally, these employees install, replace and extend water mains, maintain the two finished water reservoirs, and the 250,000 gallon elevated water tank. Layout and design assistance, as well as, inspection of water line installation is provided for construction and maintenance projects. An Engineering Technician is responsible for maintaining proper records and maps and for providing layout and locations of water lines for contractors and utility companies. This division also maintains a fleet of service trucks, backhoes and dump trucks used in providing these services.

2014-15 Accomplishments:

- ✓ Participated in the completion of the 16" parallel transmission main to Thompson Park and the design for the water main component of the Proposed Factory Street Reconstruction Project.
- ✓ Replaced 1,078 residential and commercial water meters in FY 13-14, and an additional 1,853 meters in the first six months of FY 14-15. Installed 39 new water services for City customers.
- ✓ Conducted annual distribution flushing program; rebuilt 32 and repaired a further 130 hydrants. Repaired 21 water main breaks in the distribution system (pipes ranging from 4" to 12").
- ✓ Cleaned and performed maintenance on both in ground reservoirs at Thompson Park.

2015-16 Goals and Objectives:

- Participate in the water main component of the Factory Street Reconstruction Project.
- Participate in the restoration of the elevated storage tank at Thompson Park. Complete the fiber optic cable and video surveillance installation at the Thompson Park Reservoirs.
- Continue with the intensified meter replacement program. Conduct annual distribution flushing program and exercise valves. Replace units as required. Conduct leak survey of the system.
- Install two metered flushing hydrant in strategic locations in the City.
- Participate in the dredging operations of the coagulation basin. Remove dredged river materials from the drying lagoons (dredging operations).

City of Watertown
Fiscal Year: 2015-16
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 64,780	\$ 66,324	\$ 64,585	\$ 64,585
120 Clerical	-	-	-	-
130 Wages	475,583	482,098	471,081	494,376
140 Temporary	4,686	11,986	68,640	36,400
150 Overtime	24,240	27,356	25,000	25,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	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>\$ 569,289</u>	<u>\$ 590,564</u>	<u>\$ 632,106</u>	<u>\$ 623,161</u>
Equipment				
230 Motor Vehicle	\$ 25,750	\$ 24,881	\$ -	\$ -
250 Other	-	38,330	20,000	86,200
Total Equipment	<u>\$ 25,750</u>	<u>\$ 63,211</u>	<u>\$ 20,000</u>	<u>\$ 86,200</u>
Operating Expenses				
410 Utilities	\$ 10,683	\$ 12,370	\$ 13,000	\$ 13,120
420 Insurance	4,484	4,749	5,200	5,400
430 Contracted Services	10,160	14,321	35,695	7,035
440 Fees Non Employees	6,622	6,598	850	950
450 Miscellaneous	6,306	4,388	12,250	12,250
455 Vehicle Expenses	51,074	66,059	67,500	50,000
460 Materials and Supplies	28,360	40,357	42,400	46,400
465 Equipment < \$5,000	130,699	80,299	110,700	112,900
Total Operating Expenses	<u>\$ 248,388</u>	<u>\$ 229,141</u>	<u>\$ 287,595</u>	<u>\$ 248,055</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 99,953	\$ 108,503	\$ 120,944	\$ 107,550
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	41,785	43,231	48,354	47,674
840 Workers' Compensation	43,003	25,866	13,000	20,000
850 Health Insurance	130,891	131,236	131,875	143,464
Total Fringe Benefits	<u>\$ 315,632</u>	<u>\$ 308,836</u>	<u>\$ 314,173</u>	<u>\$ 318,688</u>
Department Total	<u><u>\$ 1,159,059</u></u>	<u><u>\$ 1,191,752</u></u>	<u><u>\$ 1,253,874</u></u>	<u><u>\$ 1,276,104</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations

FY 2015-16 Budget

Personal Services

F.8340.0110	Salaries		
	Supervisor Water Dist.Systems		\$ 64,585
F.8340.0130	Wages		
	Crew Chief (2)	\$ 92,198	
	Engineering Technician	42,718	
	Water Meter Service Mechanic (2 @ .50) *	42,026	
	Stock Attendant	36,357	
	Motor Equipment Operator (2)	80,866	
	Water Maintenance Mechanic (6)	200,211	494,376
F.8340.0140	Temporary		36,400
F.8340.0150	Overtime		25,000
F.8340.0175	Health Insurance Buy-out		2,800
	Total Personal Services		<u>\$ 623,161</u>

Equipment

F.8340.0250	Other Equipment		
	Wheel Steer Loader	\$ 50,000	
	Automated distribution system flushing hydrants (2)	36,200	86,200
	Total Equipment		<u>\$ 86,200</u>

Operating Expenses

F.8340.0410	Utilities		
	Natural Gas	\$ 9,620	
	Cell Phones	2,300	
	Telephone	1,200	\$ 13,120
F.8340.0420	Insurance		5,400
F.8340.0430	Contracted Services		
	Equipment Repair & Maintenance	1,500	
	Equipment Rental	600	
	Maintenance Contract on Copier	310	
	Facility Maintenance	800	
	CAD Maintenance Annual Fee	1,100	
	WaterCad Select Service Fee	1,925	
	Annual Crane Hoist Inspection	400	
	Radio Repairs	400	7,035
F.8340.0440	Fees, Non Employee		
	Random Drug Testing for CDLs	600	
	Physicals	350	950

City of Watertown
Fiscal Year: 2015-16
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations

		<u>FY 2015-16 Budget</u>	
F.8340.0450	Miscellaneous		
	Travel & Training	5,200	
	In-house Training Expenses	300	
	Safety Items	2,500	
	Protective Clothing	3,000	
	Meter Service Uniforms	350	
	OSHA Training	400	
	AWWA Dues & Manuals	500	
		<hr/>	12,250
F.8340.0455	Vehicle Expenses		
	Fuel & Fluids	21,500	
	Maintenance & Repairs	15,000	
	Insurance	13,500	
		<hr/>	50,000
F.8340.0460	Materials and Supplies		
	Stationary Stores	600	
	Cleaning & Mechanical Supplies	5,800	
	Maintenance Supplies	7,000	
	Hand Tools	1,200	
	Redi-mix Concrete	600	
	Top Soil	1,200	
	Crushed Stone	12,000	
	Black Top-Road Repair & Cold Patch	14,000	
	Fire Hydrant Antifreeze	1,000	
	Facilty Repair Supplies	3,000	
		<hr/>	46,400
F.8340.0465	Other Equipment <\$5000		
	Computer	1,000	
	Office Chairs	700	
	Pneumatic Piercing Tool (replacement)	4,000	
	LD-9 Leak Survey Tool (replacement)	2,300	
	Fire Hydrants	12,000	
	OSHA Mandated Equipment	1,000	
	Portable Work Lights	100	
	Ductile Iron Pipe & Fittings	8,000	
	Gate Valves & Hydrant Valves	3,500	
	Repair Sleeves and Pipe Clamps	9,000	
	Copper Pipe	9,000	
	Brass Fittings	14,000	
	Curb Boxes, Repair Lids, Extensions	9,500	
	Valve Boxes, Covers, Risers	9,500	
	Fire Hydrant Repair Parts	19,000	
	Tapping Sleeves, Valves & Saddles	4,200	
	Tools & Accessories	3,000	
	2" Electric Pump (Replacement)	700	
	Power Washer (Replacement)	2,400	
		<hr/>	112,900
	Total Operating Expenses		<hr/> <u>\$ 248,055</u>

City of Watertown

Fiscal Year: 2015-16
Department: Transmission and Distribution
Account Code: F8340
Function: Water Operations

		<u>FY 2015-16 Budget</u>
Fringe Benefits		
F.8340.0810	New York State Employees' Retirement System	\$ 107,550
F.8340.0830	Social Security	47,674
F.8340.0840	Workers' Compensation	20,000
F.8340.0850	Health Insurance	<u>143,464</u>
	Total Fringe Benefits	<u>318,688</u>
	TOTAL BUDGET	<u><u>\$ 1,276,104</u></u>

* Split 50% with G.8120

F8340 – Transmission and Distribution

Fiscal Year 2015-16
Vehicles and Equipment



Wheel Steer Loader:

\$50,000

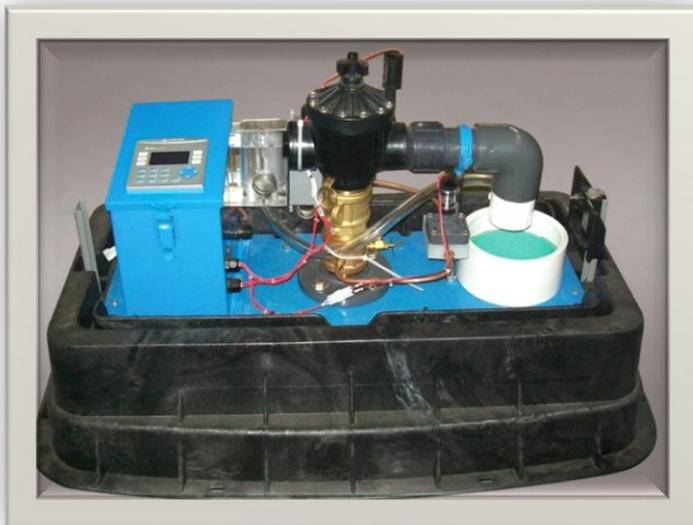


This is a new acquisition. The Wheel Steer Loader is a versatile utility vehicle that would have multiple applications throughout the calendar year. It would be ideal for yard loading of pipes, large valves, and other equipment for water main maintenance and repairs. Its principle usefulness will be in fire hydrant snow clearing (some 860

hydrants in the City's Distribution System). Currently, this is done in a labor intensive, hand shoveling manner in the most adverse of weather conditions. It is inefficient. The sizing and maneuverability of this type of vehicle is ideally suited for this particular application.

Automatic distribution system flushing hydrants (2)

\$36,200



In October 2013 the new Stage II Disinfection By-Products Rule went into effect. This placed more strict requirements upon Water Distribution Systems Operators. The south west quadrant of the City's water distribution system is stressed by low demand for water resulting in high water detention times in the water mains. Long detention times adversely impact our abilities to abide by the newly imposed standards. Flushing hydrants are a most cost effective mechanism to employ that directly addresses long detention times in pipes.

City of Watertown**Fiscal Year: 2015-16****Department: Miscellaneous****Account Code: F1950, F1990, F9040, F9050, F9060, F9061, F9065, F9070, F9089, F9501, F9930, F9950****Function: Government Support**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
F1950 Taxes on Real Property	\$ 718	\$ 710	\$ 750	\$ 825
F1990 Contingency	-	-	85,296	40,000
F9040 Workers' Compensation	3,653	2,270	3,500	3,500
F9050 Unemployment Claims	-	3,177	-	-
F9060 Health Insurance - Retirees	117,166	120,385	120,381	142,917
F9061 Other Post Employment Benefits	338,244	340,224	-	-
F9065 Health Insurance Part B	8,657	10,070	10,700	14,692
F9070 Compensated Absences	1,890	5,911	2,000	2,000
F9089 Employee Benefits - Other	1,040	569	400	300
F9501 General Liability Reserve	15,000	15,000	15,000	15,000
F9930 Coagulation Basin Reserve	20,000	-	-	-
F9950 Transfer to Capital Fund	<u>168,042</u>	<u>295,151</u>	<u>334,000</u>	<u>80,000</u>
Total Budget	<u>\$ 674,410</u>	<u>\$ 793,467</u>	<u>\$ 572,027</u>	<u>\$ 299,234</u>

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

City of Watertown

Fiscal Year: 2015-16
Department: Debt Service
Account Code: F9710
Function: Debt Service

	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Serial Bonds				
F9710.6 Principal	\$ 400,450	\$ 476,609	\$ 482,572	\$ 673,610
F9710.7 Interest	<u>117,789</u>	<u>122,419</u>	<u>122,318</u>	<u>178,944</u>
Total Budget	<u>\$ 518,239</u>	<u>\$ 599,028</u>	<u>\$ 604,890</u>	<u>\$ 852,554</u>

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

OUTSTANDING SERIAL BONDS

<u>DATE OF ISSUE / (INTEREST RATES)</u>	<u>DATE OF MATURITY</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
5/15/2002 (4.00 - 5.00%)	5/15/2020	\$ 4,500	\$ 342	\$ 4,842	\$ 2,750
2/15/2008 (3.25 - 4.00%)	2/15/2023	147,000	36,413	183,413	851,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	43,000	4,730	47,730	129,000
6/15/2010 (3.125 - 4.00%)	12/15/2024	14,000	5,052	19,052	138,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	21,200	2,732	23,932	67,068
6/28/2011 (2.00 - 3.00%)	6/15/2021	55,500	6,840	62,340	172,500
6/22/2013 (3.00 - 3.50%)	10/15/2022	63,200	19,313	82,513	598,400
4/10/2014 A (1.50 - 2.75%)	4/1/2024	33,000	5,802	38,802	258,000
6/18/2014 (1.00 - 2.00%)	11/15/2020	104,210	12,720	116,930	540,609
Spring 2015 Serial Bond		<u>188,000</u>	<u>85,000</u>	<u>273,000</u>	<u>2,435,000</u>
TOTAL		<u>\$ 673,610</u>	<u>\$ 178,944</u>	<u>\$ 852,554</u>	<u>\$ 5,192,327</u>

SEWER FUND

**City of Watertown
Fiscal Year 2015-16 Budget
Sewer Fund Summary**

Revenues	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Sewer Rents	\$ 2,474,574	\$ 2,414,606	\$ 2,520,000	\$ 2,585,000
Sewer Charges	784,253	648,422	714,000	651,000
Interest & Penalties on Sewer Rents	49,811	51,301	50,000	55,000
Sewer Rents - Governments	1,622,979	1,658,158	1,870,300	2,350,000
Interest Earnings	2,058	562	1,500	1,000
Permit Fees	20,000	19,000	20,000	20,000
Sale of Scrap	13,958	2,193	2,000	2,000
Sale of Equipment	1,150	1,160	1,000	1,000
Insurance Recoveries	15,905	903	-	-
Refund of Prior Year Expenses	-	23	-	-
Premium on Obligations	-	26,243	-	-
Payment Processing Fees	874	2,635	2,500	2,500
Interfund Revenues	268,926	358,521	340,200	374,000
State Aid Workers' Compensation	-	133	-	-
State Aid CHIPs	1,113	3,088	-	-
Interfund Transfers	-	-	1,000	1,000
Sub-Total	\$ 5,255,601	\$ 5,186,948	\$ 5,522,500	\$ 6,042,500
Appropriated Debt Reserves	40,197	11,853	11,578	2,340
Appropriated Fund Balance	690,451	117,112	40,074	73,053
Total Revenues	\$ 5,986,249	\$ 5,315,913	\$ 5,574,152	\$ 6,117,893

Expenditures	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
Administration	\$ 215,640	\$ 247,473	\$ 235,489	\$ 243,405
Sanitary Sewer	467,539	405,749	477,790	448,807
Sewage Treatment	3,440,151	3,207,491	3,644,528	3,945,782
General	1,280,876	845,154	261,618	292,542
Debt	582,043	610,046	954,727	1,187,357
Total Expenditures	\$ 5,986,249	\$ 5,315,913	\$ 5,574,152	\$ 6,117,893

Fund Balance:

Beginning reserve and fund balances	\$ 2,168,920	\$ 1,438,272
+ Revenues	5,255,601	5,186,948
- Expenses	(5,986,249)	(5,315,913)
Ending reserve and fund balances	\$ 1,438,272	\$ 1,309,307
Fund balance reserved for debt	(25,761)	(13,913)
Fund balance reserved for encumbrances	(68,150)	(75,098)
Fund balance appropriated to subsequent fiscal year	(167,298)	(40,074)
Unreserved un-appropriated fund balance	<u>\$ 1,177,063</u>	<u>\$ 1,180,222</u>

**City of Watertown
Fiscal Year 2015-16 Budget
Sewer Fund Revenue Summary**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	Actual	Actual	Budget	Budget
G2120 Sewer Rents	\$ 2,474,574	\$ 2,414,606	\$ 2,520,000	\$ 2,585,000
G2122 Sewer Charges	784,253	648,422	714,000	651,000
G2128 Int. & Pen. On Sewer Rents	49,811	51,301	50,000	55,000
G2370 Sewer Rents - Governments	1,622,979	1,658,158	1,870,300	2,350,000
G2401 Interest Earnings	2,058	562	1,500	1,000
G2590 Permit Fees	20,000	19,000	20,000	20,000
G2650 Sale of Scrap	13,958	2,193	2,000	2,000
G2665 Sale of Equipment	1,150	1,160	1,000	1,000
G2680 Insurance Recoveries	15,905	903	-	-
G2701 Refund of Prior Year Exp	-	23	-	-
G2710 Premium on Obligations	-	26,243	-	-
G2773 Payment Processing Fees	874	2,635	2,500	2,500
G2810 Interfund Revenues	268,926	358,521	340,200	374,000
G3089 State Aid Workers' Comp	-	133	-	-
G3501 CHIPs	1,113	3,088	-	-
G5031 Interfund Transfers	-	-	1,000	1,000
Sub-Total	<u>5,255,601</u>	<u>5,186,948</u>	<u>5,522,500</u>	<u>6,042,500</u>
Appropriated Debt Reserves	40,197	11,853	11,578	2,340
Appropriated Fund Balance	<u>690,451</u>	<u>117,112</u>	<u>40,074</u>	<u>73,053</u>
Total Revenues	<u>\$ 5,986,249</u>	<u>\$ 5,315,913</u>	<u>\$ 5,574,152</u>	<u>\$ 6,117,893</u>

City of Watertown

Fiscal Year: 2015-16

Department: Sewer Fund

Account Code: Revenue

Function: Revenue Descriptions

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

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

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

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

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

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

G2665 – Sale of Equipment – Sales of equipment.

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

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

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

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

G3089 - State Reimbursement, Worker's Compensation - Reimbursements from the NYS Workers Compensation Board for certain worker's compensation expenses incurred by the City.

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

G5031- Interfund Transfers – Transfers from other funds.

Fiscal Year: 2015-16
Department: Sewer Administration
Account Code: G8110
Function: Sewer Administration



Description: The Water Department administrative staff is responsible for processing water and sewer bills for over 8,500 residential, commercial, and industrial accounts and approximately 300 bills for the sale of bulk water, labor and material bills for water service work, and billing for tanker hauled leachate processed at the Wastewater Treatment Plant. Staffing currently includes the Superintendent, a Principal Account Clerk, a Supervisory Control and Data Acquisition (SCADA) Technician, a Senior Account Clerk/Typist and two Meter Readers. Staff collects, compiles and maintains data to produce the water and sewer bills; processes all paperwork associated with departmental personnel, payroll and purchases, permits and billings for water service installations, repairs and renewals. Further, the office coordinates services with other City departments, other Water Fund personnel, and with outside agencies including the NYS Dept. of Health, NYSDEC, NYSDOT, DANC, and civilian personnel at Fort Drum. The Superintendent oversees Water Administration, Water Treatment, Water Transmission and Distribution, Wastewater Treatment and Hydro-electric Generation, and coordinates with engineers, architects, and developers in the development of new construction throughout the City.

2014-15 Accomplishments:

- ✓ Continued with the development of duties and functions associated with the integration of the Wastewater Treatment Plant and Hydro-Electric Plant with Water Department Administration. Continued with the writing of a Departmental Standard Operating Procedure and Policy Handbook.
- ✓ Upgraded the Emergency Response Plan for the Facility.
- ✓ Reduced Administration Staff by one meter reader consistent with the upgrading of the City metering system to “radio read” units.
- ✓ Progressed in the implementation of the Cartêgraph system (data/facility asset management and work order systems).

2015-16 Goals and Objectives:

- Continue to implement Cartêgraph into the daily work flow process.
- Continue the conversion of water meters to radio read capability, incorporating them within the data management system.
- Continue to expand electronic dissemination of information in all sections of the Water Department with focus on mobile data access and communication.

City of Watertown
Fiscal Year: 2015-16
Department: Sewer Administration
Account Code: G8110
Function: Sewer Administration

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 33,128	\$ 33,920	\$ 33,790	\$ 33,790
120 Clerical	40,291	38,997	42,979	45,562
130 Wages	42,308	48,988	49,089	37,871
140 Temporary	5,847	5,415	5,100	5,100
150 Overtime	3,291	10,193	1,600	5,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	759	1,400	1,400	-
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 125,624</u>	<u>\$ 138,913</u>	<u>\$ 133,958</u>	<u>\$ 127,323</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 539	\$ 393	\$ 600	\$ 600
420 Insurance	254	309	-	-
430 Contracted Services	14,507	15,557	17,327	33,805
440 Fees Non Employees	2,556	12,961	3,580	2,700
450 Miscellaneous	10,208	10,647	11,000	11,500
455 Vehicle Expenses	3,125	2,974	2,750	2,450
460 Materials and Supplies	1,779	2,020	3,225	3,225
465 Equipment < \$5,000	392	1,098	-	500
Total Operating Expenses	<u>\$ 33,360</u>	<u>\$ 45,959</u>	<u>\$ 38,482</u>	<u>\$ 54,780</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 23,099	\$ 26,576	\$ 24,905	\$ 22,352
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	9,205	10,242	10,247	9,740
840 Workers' Compensation	-	-	100	100
850 Health Insurance	24,352	25,783	27,797	29,110
Total Fringe Benefits	<u>\$ 56,656</u>	<u>\$ 62,601</u>	<u>\$ 63,049</u>	<u>\$ 61,302</u>
Department Total	<u>\$ 215,640</u>	<u>\$ 247,473</u>	<u>\$ 235,489</u>	<u>\$ 243,405</u>

City of Watertown

Fiscal Year: 2015-16
Department: Sewer Administration
Account Code: G8110
Function: Sewer Administration

		<u>FY 2015-16 Budget</u>	
Personal Services			
G.8110.0110	Salaries		
	Superintendent of Water (.40) *	\$	33,790
G.8110.0120	Clerical		
	Principal Account Clerk (.50) **	\$	25,183
	Sr. Account Clerk Typist (.50) **	<u>20,379</u>	45,562
G.8110.0130	Wages		
	Water Meter Reader (.5) **	18,541	
	SCADA Technician (.40) ***	<u>19,330</u>	37,871
G.8110.0140	Temporary *		5,100
G.8110.0150	Overtime *		<u>5,000</u>
	Total Personal Services	<u>\$</u>	<u>127,323</u>
 Operating Expenses			
G.8110.0410	Utilities		
	Telephones **	\$	600
G.8110.0430	Contracted Services		
	Office Rental **	\$	7,800
	Software Support Fees**	4,275	
	Cartegraph Software Maintenance	14,275	
	Equipment Repairs**	300	
	Meter Reading Equipment Repairs **	500	
	Merchant Fees **	3,500	
	Debt Disclosure Filing Fees **	325	
	Fee for Paying Agent	1,200	
	Federally Mandated Training and Employee Assistance Program * * * *	730	
	Equipment Maintenance Contracts **	<u>900</u>	33,805
G.8110.0440	Fees, Non Employee		
	Actuarial Fees **	150	
	Audit Services **	<u>2,550</u>	2,700
G.8110.0450	Miscellaneous		
	Uniforms, Meter Readers **	500	
	Postage Expenses **	<u>11,000</u>	11,500
G.8110.0455	Vehicle Expenses		
	Fuel **	925	
	Maintenance & Repairs **	600	
	Insurance **	<u>925</u>	2,450
G.8110.0460	Materials and Supplies		
	Printed Forms, Bills **	2,500	
	Office Supplies **	<u>725</u>	3,225
G.8110.0465	Equipment < \$5,000		
	Computer		<u>500</u>
	Total Operating Expenses	<u>\$</u>	<u>54,780</u>

City of Watertown
Fiscal Year: 2015-16
Department: Sewer Administration
Account Code: G8110
Function: Sewer Administration

FY 2015-16 Budget

Fringe Benefits

G.8110.0810	New York State Employees' Retirement System	\$	22,352
G.8110.0830	Social Security		9,740
G.8110.0840	Workers' Compensation		100
G.8110.0850	Health Insurance		<u>29,110</u>
	Total Fringe Benefits	\$	<u>61,302</u>

TOTAL BUDGET	\$	<u><u>243,405</u></u>
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- * Split 10% with A.5184, 50% with F.8310
- * * Split 50% with F.8310
- * * * Split 20% with A.5184, 40% with F.8310

Fiscal Year: 2015-16
Department: Sanitary Sewers
Account Code: G8120
Function: Sewer Operations



Description: This department is responsible for the repair and maintenance of the City's 69 miles of sanitary sewer mains, 30 miles of combined sewer mains and 2,300 sewer manholes. This department is lead by a Street and Sewer Maintenance Supervisor who is also responsible for the Storm Sewer's A8140 Account, one Working Crew Chief, three Equipment Operators, and a Municipal Worker I. In 2014, the DPW Sewer Crew responded to 1,380 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.

2014-15 Accomplishments:

- ✓ Cleaned 16,606 feet of main line sewers and televised 11,525 feet of main line sewers.
- ✓ Performed 73 sanitary sewer lateral inspections and completed repairs to 23 laterals with structural deficiencies within the right-of-way.
- ✓ Excavated and repaired 8 sewer main defects identified through maintenance inspections.

2015-16 Goals and Objectives:

- Replace a 210' section of deficient 12" sanitary sewer on Mechanic Street in advance of the Factory Street reconstruction project.
- Assist the City Engineering Department with obtaining field data on sewer infrastructure for future Capital Projects. Continue to report on maintenance issues encountered during routine inspections.
- Implement tablet devices into the sewer crew for use in performing utility stakeouts, recording data from sewer structure inspections and documenting repairs in the field. The tablets will access data from the City wide GIS database as well as input data into the Cartegraph work management program.
- Complete the right-of-way clearing and pipe inspection of the North Side Trunk Sewer between Bradley Street and Leray Street.

City of Watertown
Fiscal Year: 2015-16
Department: Sanitary Sewer
Account Code: G8120
Function: Sewer Operations

<u>Budget Summary</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 31,342	\$ 32,195	\$ 31,248	\$ 31,248
120 Clerical	-	-	-	-
130 Wages	149,633	159,637	162,219	170,534
140 Temporary	-	-	-	-
150 Overtime	6,867	3,895	7,000	7,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	4,300
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 187,842</u>	<u>\$ 195,727</u>	<u>\$ 200,467</u>	<u>\$ 213,082</u>
Equipment				
230 Motor Vehicle	\$ 12,395	\$ -	\$ 38,000	\$ -
250 Other	-	-	-	-
Total Equipment	<u>\$ 12,395</u>	<u>\$ -</u>	<u>\$ 38,000</u>	<u>\$ -</u>
Operating Expenses				
410 Utilities	\$ 409	\$ 361	\$ 429	\$ 969
420 Insurance	2,592	2,580	2,596	2,775
430 Contracted Services	8,432	5,488	17,536	16,760
440 Fees Non Employees	100	245	300	300
450 Miscellaneous	3,960	3,440	5,780	6,210
455 Vehicle Expenses	60,774	45,571	60,411	63,500
460 Materials and Supplies	29,394	31,367	36,250	36,250
465 Equipment < \$5,000	62,933	10,106	9,650	7,450
Total Operating Expenses	<u>\$ 168,594</u>	<u>\$ 99,158</u>	<u>\$ 132,952</u>	<u>\$ 134,214</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 34,023	\$ 35,985	\$ 38,018	\$ 38,367
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	13,816	14,245	15,334	16,302
840 Workers' Compensation	80	637	500	500
850 Health Insurance	50,789	59,997	52,519	46,342
Total Fringe Benefits	<u>\$ 98,708</u>	<u>\$ 110,864</u>	<u>\$ 106,371</u>	<u>\$ 101,511</u>
Department Total	<u><u>\$ 467,539</u></u>	<u><u>\$ 405,749</u></u>	<u><u>\$ 477,790</u></u>	<u><u>\$ 448,807</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Sanitary Sewer
Account Code: G8120
Function: Sewer Operations

FY 2015-16 Budget

Personal Services

G.8120.0110	Salaries		
	Sewer Maintenance Supervisor (.50) *		\$ 31,248
G.8120.0130	Wages		
	Crew Chief (1 @ .67) **	\$ 30,886	
	Water Meter Service Mechanic (2 @ .50) ***	42,026	
	Motor Equipment Oper. (3 @ .67) **	78,456	
	Municipal Worker I (1 @ .67) **	19,166	170,534
G.8120.0150	Overtime		7,000
G.8120.0175	Health Insurance Buyout		4,300
	Total Personal Services		<u>\$ 213,082</u>

Operating Expenses

G.8120.0410	Utilities		
	Wireless Networking *	\$ 169	
	Verizon Cellular Phone *	80	
	Aircard for GPS and Tablets *	720	\$ 969
G.8120.0420	Insurance		2,775
G.8120.0430	Contracted Services		
	GPS Tracking	120	
	Recertify Safety Equipment *	500	
	Chemical Root Control	6,000	
	Material Disposal	4,000	
	Camera Software Maintenance *	900	
	Cartegraph annual license	740	
	Camera Equipment Repair *	1,500	
	Small Equipment Repair	3,000	16,760
G.8120.0440	Fees, Non Employee		
	Employment Related Testing		300
G.8120.0450	Miscellaneous		
	Safety Apparel	500	
	Employee Safety Training	1,400	
	DEC Permits	1,500	
	Postage and Shipping	600	
	CSX (4) Pipeline Sewer Easements	960	
	Safety Shoes and Uniforms **	1,250	6,210
G.8120.0455	Vehicle Expenses		
	Maintenance & Repairs	24,000	
	Preventive Maintenance	5,500	
	Backhoe Rear Tires (2) (1-70)	2,500	
	Cab Shield (1-51)	3,000	
	Fuel	17,600	
	Insurance	10,900	63,500

City of Watertown
Fiscal Year: 2015-16
Department: Sanitary Sewer
Account Code: G8120
Function: Sewer Operations

		<u>FY 2015-16 Budget</u>	
G.8120.0460	Materials and Supplies		
	Manholes	3,000	
	Manhole Frames & Covers	4,000	
	Piping and Pipe Fittings	9,000	
	Crusher Run and Related Materials	7,000	
	Asphalt Road Patching Products	2,500	
	Sewer Camera Supplies *	1,500	
	Sewer Vac Hose,500LF *	750	
	Replacement Sewer Cleaning Tools	2,500	
	Residential Lateral Repair Program	2,500	
	Work Zone Safety Devices	500	
	Miscellaneous Supplies	3,000	
			<u>36,250</u>
G.8120.0465	Other Equipment < \$5,000		
	Replacement Sewer Bypass Plugs	1,200	
	Field Computer	3,500	
	Sullivan Compressor Upper Panel & Doors (1-98)	2,750	
			<u>7,450</u>
	Total Operating Expenses		<u>\$ 134,214</u>
Fringe Benefits			
G.8120.0810	New York State Employees' Retirement System	\$	38,367
G.8120.0830	Social Security		16,302
G.8120.0840	Workers' Compensation		500
G.8120.0850	Health Insurance		46,342
	Total Fringe Benefits	\$	<u>101,511</u>
	TOTAL BUDGET		<u><u>\$ 448,807</u></u>

* Split 50% with A.8140

** Split 33% with A.5142

*** Split 50% with F.8340

Fiscal Year: 2015-16
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 2014 the facility treated an average 13.0 MGD and removed 8,912 tons of total solids from the waste stream. The facility operates 24 hours per day, 7 days per week, and is staffed with 18 City employees (16 of which are certified by the NYS Department of Environmental Conservation).

2014-15 Accomplishments:

- ✓ Successfully modified the City / NYSERDA contract for the design of the Sewage Sludge Modification Facility, Phase 1A, and completed the design phase.
- ✓ Completed and took operational control of the NYSDEC mandated Disinfection Facility.
- ✓ Replaced one trickling filter lift pump and one recirculation pump in the facility's pump station (third set of four sets to be systematically replaced).
- ✓ Replaced the second of three Filter Press Feed Pump Assemblies.
- ✓ Designed, bid and installed the replacement rotary distributors for the four trickling filter.

2015-16 Goals and Objectives:

- Construct and take possession of the Sludge Modification Facility, Phase 1A.
- Replace the fourth of four sets of the trickling filter pump station recirculation and lift pumps.
- Acquire and install the third of three Filter Press Feed Pump Assemblies.
- Participate in the comprehensive rewrite of the Water Department Safety Program.
- Continue to implement the Cartégraph system (data/facility asset management and work order system). Continue to expand the electronic dissemination of information with focus on mobile data access and communication.

City of Watertown
Fiscal Year: 2015-16
Department: Sewage Treatment and Disposal
Account Code: G8130
Function: Sewer Operations

<u>Budget Summary</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Personal Services				
110 Salaries	\$ 66,712	\$ 69,268	\$ 69,003	\$ 69,003
120 Clerical	-	-	-	-
130 Wages	679,160	726,310	755,461	816,335
140 Temporary	18,431	18,794	-	-
150 Overtime	38,753	38,919	40,000	50,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	11,200	8,162	8,400	8,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allowance	-	-	-	-
Total Personal Services	<u>\$ 814,256</u>	<u>\$ 861,453</u>	<u>\$ 872,864</u>	<u>\$ 943,738</u>
Equipment				
230 Motor Vehicle	\$ -	\$ -	\$ -	\$ -
250 Other	158,539	180,604	148,000	294,000
Total Equipment	<u>\$ 158,539</u>	<u>\$ 180,604</u>	<u>\$ 148,000</u>	<u>\$ 294,000</u>
Operating Expenses				
410 Utilities	\$ 1,130,356	\$ 1,191,153	\$ 1,210,500	\$ 1,278,200
420 Insurance	30,813	42,352	45,700	38,675
430 Contracted Services	45,613	43,009	135,880	109,600
440 Fees Non Employees	16,066	16,588	18,100	18,300
450 Miscellaneous	10,827	12,838	6,100	12,000
455 Vehicle Expenses	23,351	25,050	23,825	19,250
460 Materials and Supplies	460,564	479,186	656,560	710,656
465 Equipment < \$5,000	172,821	50,151	103,520	73,810
Total Operating Expenses	<u>\$ 1,890,411</u>	<u>\$ 1,860,327</u>	<u>\$ 2,200,185</u>	<u>\$ 2,260,491</u>
Fringe Benefits				
810 NYS Employees' Retirement System	\$ 141,301	\$ 159,528	\$ 163,209	\$ 170,316
820 NYS Police/Fire Retirement System	-	-	-	-
830 Social Security	60,898	63,545	69,364	72,199
840 Workers' Compensation	258,674	(53,954)	40,000	55,000
850 Health Insurance	116,072	135,988	150,906	150,038
Total Fringe Benefits	<u>\$ 576,945</u>	<u>\$ 305,107</u>	<u>\$ 423,479</u>	<u>\$ 447,553</u>
Department Total	<u><u>\$ 3,440,151</u></u>	<u><u>\$ 3,207,491</u></u>	<u><u>\$ 3,644,528</u></u>	<u><u>\$ 3,945,782</u></u>

City of Watertown
Fiscal Year: 2015-16
Department: Sewage Treatment and Disposal
Account Code: G8130
Function: Sewer Operations

FY 2015-16 Budget

Personnal Services

G.8130.0110	Salaries		
	Chief WWTP Operator		\$ 69,003
G.8130.0130	Wages		
	WWTP Operations & Maintenance Supervisor	\$ 62,371	
	Industrial Pretreatment Laboratory Technician	52,660	
	WWTP Lab. Technician	53,671	
	WWTP Process Worker III (2)	110,142	
	WWTP Process Worker II (2)	88,385	
	WWTP Process Worker I (9)	384,423	
	Municipal Worker I (2)	<u>64,683</u>	816,335
G.8130.0150	Overtime		50,000
G.8130.0175	Health Insurance Buyout		<u>8,400</u>
	Total Personal Services		<u>\$ 943,738</u>

Equipment

G.8130.0250	Other Equipment > \$5,000		
	Filter Press Feed Pump (3rd of 3)	\$ 135,000	
	Tank Chain, Sprockets and Appetencies	108,000	
	Video Surveillance Equipment	17,000	
	Trickling Filter Lift & Recirculation Pump (4th of 4)	<u>34,000</u>	294,000
	Total Equipment		<u>\$ 294,000</u>

Operating Expenses

G.8130.0410	Utilities		
	Water	\$ 65,000	
	Electric	1,185,000	
	Natural Gas	18,200	
	Telephone	<u>10,000</u>	\$ 1,278,200
G.8130.0420	Insurance		38,675
G.8130.0430	Contracted Services		
	Uniform Rental	6,500	
	Contract Lab	20,000	
	Bid Advertising	100	
	Welding Mach Shop Srv	37,000	
	Factory Repair Srv. Elec/Mech	22,000	
	Boiler Maint./Contract Maint.	20,300	
	AGL -Facility Pk - Cartegraph Maintenance	3,200	
	Maintenance Contract Copier	<u>500</u>	109,600
G.8130.0440	Fees, Non Employee		
	Permit Fees	18,000	
	Medical Physicals / tests	<u>300</u>	18,300
G.8130.0450	Miscellaneous		
	Travel and Training	8,000	
	Safety	3,000	
	Books and Periodicals	<u>1,000</u>	12,000

City of Watertown
Fiscal Year: 2015-16
Department: Sewage Treatment and Disposal
Account Code: G8130
Function: Sewer Operations

		<u>FY 2015-16 Budget</u>	
G.8130.0455	Vehicle Expenses		
	Maintenance & Repairs	6,250	
	Central Garage	8,300	
	Insurance	4,700	19,250
G.8130.0460	Materials and Supplies		
	Process Chemicals	372,500	
	Boots, Helmets, Gloves	4,000	
	Supplies; Mech., Control, Safety	184,206	
	Grease & Oil	8,000	
	Office Supplies	2,400	
	Cleaning Supplies	4,000	
	Lab Chemicals & Filter	18,050	
	Building & Grounds Supplies	29,500	
	Misc. Personal Supplies	3,000	
	Fuel Oil for Incinerator	85,000	710,656
G.8130.0465	Equipment < \$5,000		
	AC Drive for 100 Hp Motor #5 Raw Sewage Pump	7,500	
	Garage Door for Maintenance Building	8,000	
	Auto Sampler	8,000	
	Scum Mixer for PST #1 (replacement)	7,000	
	Computers (3)	3,000	
	Air Cylinder for 40P Air Pumps	2,500	
	Filter Press Cloths and Backers	24,510	
	Grating to Complete CB Wet Well Area	2,300	
	Lab Equipment and Glass	11,000	73,810
	Total Operating Expenses		\$ 2,260,491
Fringe Benefits			
G.8130.0810	New York State Retirement		\$ 170,316
G.8130.0830	Social Security		72,199
G.8130.0840	Workers' Compensation		55,000
G.8130.0850	Health Insurance		150,038
	Total Fringe Benefits		\$ 447,553
TOTAL BUDGET			<u>\$ 3,945,782</u>



Fiscal Year 2015-16
Equipment

Filter Press Feed Pump

\$135,000

The filter press feed pumps were installed in 1983 and are being systematically replaced. This is the 3rd of 3 completing this particular replacement cycle.



Tank chain, sprockets and accessories

\$108,000



The Wastewater Treatment Facility has six large settling tanks that are mechanically cleaned via a chain and scrapper system. Fair wear and tear requires systematic replacement. Over the years, the City has standardized on a particular make of chain and sprockets requiring only that on hand inventory of spare chain be sufficient to keep pace with programmed replacements. Thus this item appears frequently in the 5 year capital program.

G8130 – Sewage Treatment Plant

Fiscal Year 2015-16
Equipment



Trickling filter lift and recirculation pump replacement

\$34,000

There are 4 lift pump / recirculation pump sets at the facility. Each was initially installed in 1981. These sets are being systematically replaced with this being the fourth set of four, thus completing this particular program.



Wastewater Treatment Video surveillance

\$17,000

A significant security weakness in each of our major facilities is the current lack of surveillance of critical components of each. Previous budgets have enabled the installation of fiber optic cables at the hydro electric plant and at Thompson park. This continues the work effort allowing for the continuous monitoring of entrance gates and critical infrastructure.



City of Watertown**Fiscal Year: 2015-16****Department: Miscellaneous****Account Code: G1990, G9040, G9060, G9061, G9065, G9070, G9089, G9501, G9530, G9950****Function: Government Support**

<u>General</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
G1990 Contingency	\$ -	\$ -	\$ 46,000	\$ 35,000
G9040 Workers' Compensation	3,069	2,020	3,200	3,200
G9060 Health Insurance - Retirees	155,736	145,955	139,418	151,255
G9061 Other Post Employment Benefits (OPEB)	187,847	186,699	-	-
G9065 Health Insurance Part B.	12,238	10,490	10,700	10,887
G9070 Compensated Absences	(128)	(619)	2,000	2,000
G9089 Employee Benefits - Other	956	609	300	200
G9501 General Liability Reserve	15,000	15,000	15,000	15,000
G9950 Transfer to Capital	<u>906,158</u>	<u>485,000</u>	<u>45,000</u>	<u>75,000</u>
Total Budget	<u>\$ 1,280,876</u>	<u>\$ 845,154</u>	<u>\$ 261,618</u>	<u>\$ 292,542</u>

City of Watertown
Fiscal Year: 2015-16
Department: Debt Service
Account Code: G9710
Function: Debt Service

<u>Debt Service</u>	<u>FY 2012-13</u> <u>Actual</u>	<u>FY 2013-14</u> <u>Actual</u>	<u>FY 2014-15</u> <u>Budget</u>	<u>FY 2015-16</u> <u>Budget</u>
Serial Bonds				
G9710.6 Principal	\$ 451,294	\$ 464,913	\$ 718,926	\$ 903,396
G9710.7 Interest	<u>130,749</u>	<u>145,133</u>	<u>235,801</u>	<u>283,961</u>
Total Budget	<u>\$ 582,043</u>	<u>\$ 610,046</u>	<u>\$ 954,727</u>	<u>\$ 1,187,357</u>

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

OUTSTANDING SERIAL BONDS

<u>DATE OF ISSUE /</u> <u>(INTEREST RATE)</u>	<u>DATE OF</u> <u>MATURIT</u> <u>Y</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL</u> <u>BALANCE AT</u> <u>END OF FISCAL</u> <u>YEAR</u>
12/1/1983 (9.6%)	12/1/2017	\$ 30,000	\$ 5,760	\$ 35,760	\$ 45,000
2/15/2008 (3.25 - 4.00%)	2/15/2023	105,000	27,578	132,578	646,000
2/11/2009 (2.50 - 3.25%)	9/15/2018	81,500	9,728	91,228	268,500
6/15/2010 (3.125 - 4.00%)	12/15/2024	45,000	7,941	52,941	220,000
4/15/2011 B (2.00 - 3.75%)	5/15/2020	25,375	2,091	27,466	44,548
4/10/2014 B (2.00 - 3.25%)	4/1/2029	280,000	132,988	412,988	4,550,000
6/18/2014 (1.00 - 2.625%)	11/15/2023	154,521	14,875	169,396	616,443
Spring 2015 Serial Bond		<u>182,000</u>	<u>83,000</u>	<u>265,000</u>	<u>3,510,000</u>
	TOTAL	<u>\$ 903,396</u>	<u>\$ 283,961</u>	<u>\$ 1,187,357</u>	<u>\$ 9,900,491</u>

LIBRARY FUND

Fiscal Year: 2015-16
Department: Library
Account Code: L7410
Function: Culture and Recreation



Description: The Roswell P. Flower Memorial is the chartered public library for the City of Watertown. As the Central Library for the North Country Library System, it receives a significant amount of NY State Aid, in return for which it must meet certain expanded minimum standards of services, and provide open access to the residents of the NCLS service area. The Library provides the community with a wide variety of services by building and maintaining a collection of carefully selected materials, print and otherwise, for the use of the general public. As a repository of culture and a locus for information, instruction and personal and public improvement efforts, the library is a dynamic force for members of this generation and future generations. It is committed to the expansion and improvement of its services and facility for the community of the future.

2014-15 Accomplishments:

- ✓ Responded to the public's increasing demand for electronic books in our holdings by holding e-book training classes and provided one-on-one help. Allocated an extra \$2000 from other budgets to purchase additional e-books.
- ✓ Digitized the entire archive of Library Board minutes into a database which is searchable, thus preserving the historic record as well as making it more accessible.
- ✓ Created an Emergency / Disaster Plan which is Library specific, including staff training and drills.
- ✓ Created a new website that is mobile-friendly, patron-friendly and conforms to all the library website guidelines.

2015-16 Goals and Objectives:

- Explore grant applications or alternate means of funding which will allow for preservation and/or restoration of the valuable art pieces housed in the Library building.
- Select and work with Library Consultants to determine community needs and review library space and programs to best serve the community needs.
- Partner with other city departments and other organizations for our children's and family programs. Identify peak traffic times and underserved patrons and increase programming accordingly.
- Create a detailed 3 year plan for the library based on demographics, library patron needs and community needs.

**City of Watertown
Fiscal Year 2015-16 Budget
Library Fund Summary**

<u>Revenues</u>	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
L2082 Library Fines	\$ 19,306	\$ 21,116	\$ 20,000	\$ 20,000
L2760 Library Grant	48,794	46,105	46,105	46,105
L5031 General Fund Transfer	<u>1,400,784</u>	<u>1,209,205</u>	<u>1,298,665</u>	<u>1,204,698</u>
Total Revenues	\$ 1,468,884	\$ 1,276,426	\$ 1,364,770	\$ 1,270,803
Appropriated Fund Balance	<u>66,419</u>	<u>23,530</u>	-	<u>50,000</u>
Total Revenues and Appropriated Reserves / Fund Balance	<u>\$ 1,535,303</u>	<u>\$ 1,299,956</u>	<u>\$ 1,364,770</u>	<u>\$ 1,320,803</u>

<u>Expenditures</u>	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
Public Library	\$ 958,281	\$ 1,058,933	\$ 1,046,932	\$ 1,114,273
Contingency	-	-	12,000	10,000
Workers' Compensation	1,461	1,012	1,500	1,600
Unemployment Claims	-	-	-	7,250
Health Insurance Retirees	108,074	115,387	126,807	117,756
Medicare Part B Retirees	17,203	16,574	17,623	19,026
Employee Benefits Other	700	(1,438)	1,000	1,000
Compensated Absences	476	274	200	100
Transfer to Capital	392,472	54,297	110,000	-
Debt	<u>56,636</u>	<u>54,916</u>	<u>54,176</u>	<u>49,798</u>
Total Expenditures	<u>\$ 1,535,303</u>	<u>\$ 1,299,956</u>	<u>\$ 1,370,238</u>	<u>\$ 1,320,803</u>

Fund Balance				
Beginning reserves and fund balance	\$ 179,550	\$ 113,131		
+ Revenues	1,468,884	1,276,426		
- Expenses	<u>(1,535,303)</u>	<u>(1,299,956)</u>		
Ending reserve and fund balances	113,131	89,601		
- Reserve for encumbrances	(20,431)	(8,542)		
- Fund balance appropriated to subsequent fiscal year	<u>(50,000)</u>	<u>-</u>		
Unreserved un-appropriated fund balance	<u>\$ 42,700</u>	<u>\$ 81,059</u>		

**City of Watertown
Fiscal Year 2015-16 Budget
Library Fund Revenue Summary**

	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
Revenues				
L2082 Library Fines	\$ 19,306	\$ 21,116	\$ 20,000	\$ 20,000
L2760 Library Grant	48,794	46,105	46,105	46,105
L5031 General Fund Transfer	<u>1,400,784</u>	<u>1,209,205</u>	<u>1,298,665</u>	<u>1,204,698</u>
Total Revenues	\$ 1,468,884	\$ 1,276,426	\$ 1,364,770	\$ 1,270,803
Appropriated Fund Balance	<u>66,419</u>	<u>23,530</u>	<u>-</u>	<u>50,000</u>
Total Revenues and Appropriated	<u>\$ 1,535,303</u>	<u>\$ 1,299,956</u>	<u>\$ 1,364,770</u>	<u>\$ 1,320,803</u>

L2082 - Library Fines - Fees charged for over-due and lost books.

L2760 - Library System Grant- Funds received from the North Country Library System.

L5031 - Transfer from General Fund - The contribution from the General Fund that is needed to fund the expenditures of the

City of Watertown

Fiscal Year: 2015-2016

Department: Library

Account Code: L7410

Function: Library

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
<u>Budget Summary</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services				
110 Salaries	\$ 128,695	\$ 133,709	\$ 128,000	\$ 121,000
120 Clerical	200,350	228,174	374,512	272,243
130 Wages	191,462	201,952	54,736	218,983
140 Temporary	19,214	19,647	17,000	18,500
150 Overtime	9,609	3,623	2,000	4,000
155 Holiday Pay	-	-	-	-
160 Out of Rank	-	-	-	-
170 Out of Code	-	-	-	-
175 Health Insurance Buyout	-	-	-	1,400
180 Roll Call Pay	-	-	-	-
185 On Call Pay	-	-	-	-
190 EMT Incentive	-	-	-	-
195 Clothing/Cleaning Allow.	-	-	-	-
Total Personal Services	\$ 549,330	\$ 587,105	\$ 576,248	\$ 636,126
Equipment				
210 Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -
220 Office Equipment	-	-	-	-
250 Other	-	-	-	-
Total Equipment	\$ -	\$ -	\$ -	\$ -
Operating Expenses				
410 Utilities	\$ 78,743	\$ 82,224	\$ 84,875	\$ 89,565
420 Insurance	12,704	13,385	13,386	16,325
430 Contracted Services	25,872	47,988	75,233	80,348
440 Fees Non Employees	162	240	240	-
450 Miscellaneous	7,030	8,193	5,500	5,500
455 Vehicle Expense	-	-	-	-
460 Materials and Supplies	9,600	11,898	9,000	11,600
465 Equipment < \$5,000	36,682	46,784	18,332	16,000
Total Operating Expenses	\$ 170,793	\$ 210,714	\$ 206,566	\$ 219,338
Fringe Benefits				
810 New York State Retirement	\$ 97,960	\$ 110,643	\$ 106,387	\$ 102,346
820 Police/Fire Retirement	-	-	-	-
830 Social Security	40,566	43,202	44,084	48,667
840 Workers' Compensation	112	-	250	100
850 Health Insurance	99,520	107,268	113,397	107,696
Total Fringe Benefits	\$ 238,158	\$ 261,114	\$ 264,118	\$ 258,809
Department Total	\$ 958,281	\$ 1,058,933	\$ 1,046,932	\$ 1,114,273

City of Watertown

Fiscal Year: 2015-2016

Department: Library

Account Code: L7410

Function: Library

FY 2015-16 Budget

Personal Services

L.7410.0110	Salaries		
	Library Director	\$ 68,000	
	Librarian III	53,000	\$ 121,000
L.7410.0120	Clerical		
	Secretary	28,857	
	Senior Library Clerk	37,081	
	Library Clerk (4)	137,602	
	Library Clerk- Part-time (3 @ .80)	68,703	272,243
L.7410.0130	Wages		
	Librarian II	58,860	
	Librarian I (2)	102,595	
	Custodial and Maintenance Supervisor *	23,390	
	Laborer (2 @ .50) *	34,138	218,983
L.7410.0140	Temporary		18,500
L.7410.0150	Overtime		4,000
L.7410.0175	Health Insurance Buyout		1,400
	Total Personal Services		\$ 636,126

Operating Expenses

L.7410.0410	Utilities		
	Water and Sewer	3,600	
	Electric	78,000	
	Telephone	2,100	
	Natural Gas	5,865	89,565
L.7410.0420	Insurance		16,325
L.7410.0430	Contracted Services		
	Otis Elevator	1,300	
	Fire Alarm System	200	
	iTeam Reservation System (NCLS)	560	
	Self Check System (NCLS)	225	
	ASA Router (NCLS)	203	
	Access Points (NCLS)	110	
	Joint Automation Board Fee (NCLS)	10,000	
	Overdrive fee (ebooks and audiobooks) (NCLS)	3,750	
	NNY Library Network Fee	60	
	Collection Fees	2,000	
	Security Services	41,000	
	Fire Extinguisher Inspection	250	
	Siemens Industry	4,325	
	Federally Mandated Training and Employee Assistance Program * *	365	
	Heat Pump and Other Maintenance	16,000	80,348
L.7410.0450	Miscellaneous		
	Postage	2,000	
	Programming/Promotional	2,000	
	Travel & Training	1,500	5,500

City of Watertown

Fiscal Year: 2015-2016

Department: Library

Account Code: L7410

Function: Library

		<u>FY 2015-16 Budget</u>	
L.7410.0460	Materials and Supplies		
	Office and Library Supplies	5,000	
	Sidewalk Salt	2,600	
	Maintenance Supplies	<u>4,000</u>	11,600
L.7410.0465	Equipment < \$5,000		
	Books, DVDs, Magazines, CDs and Audiobooks	<u>16,000</u>	<u>16,000</u>
	Total Operating Expenses		<u>\$ 219,338</u>
Fringe Benefits			
L.7410.0810	New York State Employees' Retirement System	\$	102,346
L.7410.0830	Social Security		48,667
L.7410.0840	Workers' Compensation		100
L.7410.0850	Health Insurance		<u>107,696</u>
	Total Fringe Benefits	\$	<u>258,809</u>
	TOTAL BUDGET	\$	<u><u>1,114,273</u></u>

* Split 50% with A.1620

City of Watertown

Fiscal Year: 2015-2016

Department: Miscellaneous

Account Code: L1990, L9040, L9050, L9060, L9065, L9070, L9089, L9710, L9950

Function: Government Support and Debt Service

General	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
L1990 Contingency	\$ -	\$ -	\$ 12,000	\$ 10,000
L9040 Workers' Compensation	1,461	1,012	1,500	1,600
L9050 Unemployment Claims	-	-	-	7,250
L9060 Health Insurance - Retirees	108,074	115,387	126,807	117,756
L9065 Health Medicare Part B	17,203	16,574	17,623	19,026
L9070 Compensated Absences	700	(1,438)	1,000	1,000
L9089 Employee Benefits Other	476	274	200	100
L9950 Transfer to Capital	<u>392,472</u>	<u>54,297</u>	<u>110,000</u>	<u>-</u>
General Expenses Total	<u>\$ 520,386</u>	<u>\$ 186,107</u>	<u>\$ 269,130</u>	<u>\$ 156,732</u>

	<u>FY 2012-13 Actual</u>	<u>FY 2013-14 Actual</u>	<u>FY 2014-15 Budget</u>	<u>FY 2015-16 Budget</u>
Debt Expenses				
L9710.0600 Serial Bond Principal	\$ 43,000	\$ 43,000	\$ 44,000	\$ 45,651
L9710.0700 Serial Bond Interest	<u>13,636</u>	<u>11,916</u>	<u>10,176</u>	<u>4,147</u>
Debt Expenses Total	<u>\$ 56,636</u>	<u>\$ 54,916</u>	<u>\$ 54,176</u>	<u>\$ 49,798</u>

OUTSTANDING SERIAL BONDS

<u>DATE OF ISSUE / (INTEREST RATE)</u>	<u>DATE OF MATURITY</u>	<u>2014-15 PRINCIPAL</u>	<u>2014-15 INTEREST</u>	<u>TOTAL</u>	<u>PRINCIPAL BALANCE AT END OF FISCAL YEAR</u>
6/18/2014 (1.00 - 2.00%)	11/15/2020	<u>\$ 45,651</u>	<u>\$ 4,147</u>	<u>\$ 49,798</u>	<u>\$ 171,731</u>
	TOTAL	<u>\$ 45,651</u>	<u>\$ 4,147</u>	<u>\$ 49,798</u>	<u>\$ 171,731</u>

COMMUNITY DEVELOPMENT FUND

Fiscal Year: 2015-16
Department: Community Development
Account Code: CD8668
Function: Home and Community Services



Description: The City has participated in the Community Development Block Grant (CDBG) Small Cities Program since 1979. The Small Cities Program is a competitive application program and the City has been quite successful in obtaining grants. In 2013, the City was informed that it is now eligible to be an entitlement community under the CDBG program. Starting in 2014 the City will be eligible to receive an annual allocation.

The City has been a member of the North Country HOME Consortium (NCHC) since 1993. The Consortium is an entitlement entity for the HOME Investment Partnership Program. The City may apply for HOME funds each year through the Consortium. Neighbors of Watertown, Inc. is also eligible to apply for HOME funds from New York State Homes & Community Renewal (NYSHCR) as a Community Housing Development Organization (CHDO).

The Planning Office is responsible for oversight of the Community Development Programs.

2014-15 Accomplishments:

- ✓ Completed 2012 CDBG grant program.
- ✓ Completed 2012 HOME grant program.
- ✓ Wrote the 2015 CDBG Annual Action Plan.
- ✓ Completed the Restore NY grant for the Woolworth Building.

2015-16 Goals and Objectives:

- Implement 2014 CDBG Entitlement program.
- Implement 2015 CDBG Entitlement program.
- Write the 2016-2020 CDBG Consolidated Plan.
- Complete 2013 and 2014 NCHC HOME grant programs.

City of Watertown

Fiscal Year: 2015-16
Department: Community Development Fund
Account Code: CD8668
Function: Home and Community Services

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	BUDGET
Revenues				
CD.2170 Program Income	\$ 70,591	\$ (2,475)	\$ 150,000	\$ 50,000
CD.2401 Interest Revenue	30	-	-	-
CD.4927 HOME Consortium - 2008	-	-	-	-
CD.4928 CDBG Small Cities - 2009	-	-	-	-
CD.4930 HOME Consortium - 2010	-	-	-	-
CD.4940.8600 HOME Consortium - 2011	24,907	-	-	-
CD.4940.8601 CDBG Small Cities - 2011	94,802	290,198	-	-
CD.4940.8602 CDBG Small Cities - 2012	15,085	141,609	200,000	-
CD.4940.8603 HOME Consortium - 2012	30,511	16,820	-	-
CD.4940.8604 HOME Consortium - 2013	-	3,215	50,000	-
CD.4940.8605 Restore NY	-	1,009,557	1,250,000	250,000
CD.4940.8606 CDBG Small Cities - 2013	-	-	400,000	200,000
CD.4940.8607 CDBG Entitlement - 2014	-	-	796,173	400,000
CD.4940.8608 HOME Consortium - 2014	-	-	110,529	40,000
CD.4940.8609 CDBG Entitlement - 2015	-	-	-	784,662
Total Revenues	\$ 235,926	\$ 1,458,923	\$ 2,956,702	\$ 1,724,662

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	BUDGET
Expenditures				
CD.8668.0110 Salaries	\$ -	\$ -	\$ 45,000	\$ 43,589
CD.8668.0430 Contracted Services	176,676	1,461,448	2,886,649	1,659,820
CD.8668.0810 NYS Retirement System	-	-	8,910	4,620
CD.8668.0830 Social Security	-	-	3,443	3,335
CD.8668.0850 Health Insurance	-	-	12,700	13,298
Total Expenditures	\$ 176,676	\$ 1,461,448	\$ 2,956,702	\$ 1,724,662

City of Watertown
Fiscal Year: 2015-16
Department: Community Development Fund
Account Code: CD
Function: Home and Community Services

FY 2015-16 BUDGET

Personal Services

CD.8668.0110	Salaries		
	Planner		\$ 43,589
	Total Personal Services		<u>\$ 43,589</u>

Operating Expenses

CD.8668.0430	Contracted Services		
	Redevelopment Planning	\$ 50,000	
	Public Facilities	356,620	
	Blight Removal	150,000	
	Public Services	13,200	
	Housing Programs	840,000	
	Restore NY - Woolworth Building	<u>250,000</u>	<u>1,659,820</u>
	Total Operating Expenses		<u>\$ 1,659,820</u>

Fringe Benefits

CD.8668.0810	New York State Employees' Retirement System		\$ 4,620
CD.8668.0830	Social Security		3,335
CD.8668.0850	Health Insurance		<u>13,298</u>
	Total Fringe Benefits		<u>\$ 21,253</u>

	TOTAL BUDGET		<u><u>\$ 1,724,662</u></u>
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TOURISM FUND

Fiscal Year: 2015-16
Department: Tourism Fund
Account Code: CT
Function: Economic Development



Description: In 1988, the County implemented legislation enacting a 3% Bed Tax. Based on revenue generated from hotel rooms in the City, the County receives 2% for administration and the City and County each receive 50% of the remaining balance. Funds must be used to promote and develop tourism in the City of Watertown.

2014-15 Accomplishments:

- ✓ Worked with the Thousand Islands Regional Tourism Council to promote the attractions within the City of Watertown to people who are visiting the area and to local residents.
- ✓ Worked with local organizations that hold community wide events to promote the City of Watertown as a destination.
- ✓ Worked with the Greater Watertown Chamber of Commerce to capture current photographs of attractions and activities in the City of Watertown.

2015-16 Goals and Objectives:

- Re-appropriate Tourism funding, that was previously used to promote attractions, events and activities with the Thousand Islands Regional Tourism Council, local organizations and Greater Watertown Chamber of Commerce, to City of Watertown Municipal Arena debt service as proposed and agreed to by City Council.

Tourism Fund

City of Watertown

2015-16

	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
Revenues				
CT.1113 Occupancy Tax	\$ 250,684	\$ 241,395	\$ 240,000	\$ 250,000
CT.2401 Interest and Earnings	18	23	100	100
Sub-Total	250,702	241,418	240,100	250,100
Actual Fund Balance	20,168	20,168		
Appropriated Fund Balance			7,500	-
Total Revenues	\$ 270,870	\$ 261,586	\$ 247,600	\$ 250,100

	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
Expenditures				
CT6410 Publicity	\$ 57,532	\$ 53,559	\$ 60,000	\$ -
CT9510 Transfer to General Fund	161,375	187,100	187,600	250,100
CT9950 Transfer to Capital Fund	-	-	-	-
Total Expenditures	\$ 218,907	\$ 240,659	\$ 247,600	\$ 250,100

Fund Balance

Beginning reserves and fund balance	\$ 20,168	\$ 51,963
+ Revenues	250,702	241,418
- Expenses	(218,907)	(240,659)
Ending reserve and fund balances	\$ 51,963	\$ 52,723
year	-	(7,500)
Unreserved un-appropriated fund balance	\$ 51,963	\$ 45,223

RESERVE FUNDS

Mandatory Reserve Fund

City of Watertown

2015-16

Revenues	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CM.2401 Interest and Earning	2,475	1,392	1,112	896
Sub-Total	2,475	1,392	1,112	896
Actual Fund Balance	89,314	89,314		
Appropriated Fund Balance			5,746	5,714
Total Revenues	\$ 91,789	\$ 90,706	\$ 6,858	\$ 6,610

Expenditures	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CM.9710.6 Serial Bond Principal	\$ 22,808	\$ 5,500	\$ 5,500	\$ 5,500
CM.9710.7 Serial Bond Interest	2,741	1,598	1,358	1,110
Total Expenditures	\$ 25,549	\$ 7,098	\$ 6,858	\$ 6,610

Fund Balance

Beginning reserves and fund balance	\$ 57,763	\$ 34,689
+ Revenues	2,475	1,392
- Expenses	(25,549)	(7,098)
Ending reserve and fund balances	\$ 34,689	\$ 28,983
- Fund balance appropriated to subsequent fiscal year	(5,707)	(5,746)
Unreserved un-appropriated fund balance	\$ 28,982	\$ 23,237

On March 1, 2006 the City transferred ownership of the Watertown International Airport to Jefferson County. At the time of transfer, the City had various serial bonds outstanding related to past airport capital projects. The total principal and interest outstanding was \$414,136. The principal and interest outstanding at the end of the fiscal year ending June 30, 2015 will be \$22,750. An amount equal to the present value of the principal and interest was paid by the County to the City. The City then purchased State and Local Government Series securities to provide for the future debt service payments. Debt related to the airport will be retired in the fiscal year ending June 30, 2020.

Compensation Reserve Fund

City of Watertown

2015-16

Revenues	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CR.2401 Interest and Earnings	\$ 439	\$ 315	\$ 325	\$ 225
CR.5031 Interfund Transfers	-	-	-	-
Sub-Total	439	315	325	225
Actual Fund Balance	316,736	316,736		
Appropriated Fund Balance			88,000	60,000
Total Revenues	\$ 317,175	\$ 317,051	\$ 88,325	\$ 60,225

Expenditures	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CR.1930.0430 Compensation Settlement	\$ -	\$ -	\$ -	\$ -
CR.9510.0900 Transfer to General Fund	-	-	88,000	60,000
Total Expenditures	\$ -	\$ -	\$ 88,000	\$ 60,000

<u>Fund Balance</u>				
Beginning reserves and fund balance	\$ 316,736	\$ 317,175		
+ Revenues	439	315		
- Expenses	-	-		
Ending reserve and fund balances	\$ 317,175	\$ 317,490		
- Fund balance appropriated to subsequent fiscal year	-	(88,000)		
Unreserved un-appropriated fund balance	\$ 317,175	\$ 229,490		

In accordance with New York State guidelines, the City has established this reserve fund for Workers' Compensation claims. As of June 30, 2014 the balance in the fund was \$317,490.

Risk Retention Fund

City of Watertown

2015-16

Revenues	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CS.2401 Interest and Earnings	\$ 295	\$ 221	\$ 300	\$ 500
CS.5031 Interfund Transfers	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>
Sub-Total	105,295	105,221	105,300	105,500
Actual Fund Balance	<u>238,262</u>	<u>238,262</u>		
Appropriated Fund Balance			-	-
Total Revenues	<u>\$ 343,557</u>	<u>\$ 343,483</u>	<u>\$ 105,300</u>	<u>\$ 105,500</u>

Expenditures	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
CS.1740.0430 Administration	\$ 12,702	\$ 31,600	\$ 20,000	\$ 20,000
CS.1930.0430 Judgments & Claims	<u>210</u>	<u>4,835</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures	<u>\$ 12,912</u>	<u>\$ 36,435</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>

Fund Balance

Beginning reserves and fund balance	\$ 238,262	\$ 330,645
+ Revenues	105,295	105,221
- Expenses	<u>(12,912)</u>	<u>(36,435)</u>
Ending reserve and fund balances	\$ 330,645	\$ 399,431
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	<u>\$ 330,645</u>	<u>\$ 399,431</u>

In accordance with New York State guidelines, the City has established this reserve fund to pay claims and judgments for the City's general liability. At June 30, 2014 the balance in the reserve fund was \$399,431.

Debt Service Fund

City of Watertown

2015-16

Revenues	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
V.2401 Interest and Earning	\$ -	\$ -	\$ -	\$ -
V.2710 Premium and Accrued Interest on Obligations	-	91,253	-	-
V.5031 Interfund Transfers	-	-	-	-
V.5791 Proceeds of Advance Refunding	-	2,993,574	-	-
Sub-Total	-	3,084,827	-	-
Appropriated Fund Balance	-	-	-	-
Total Revenues	\$ -	\$ 3,084,827	\$ -	\$ -

Expenditures	2012-13 ACTUAL	2013-14 ACTUAL	2014-15 BUDGET	2015-16 BUDGET
V.9510 Transfer to General Fund	\$ -	\$ -	\$ -	\$ -
V.9991 Payment to Escrow Agent and	-	3,083,328	-	-
Total Expenditures	\$ -	\$ 3,083,328	\$ -	\$ -

Fund Balance

Beginning reserves and fund balance	\$ -	\$ -
+ Revenues	-	3,084,827
- Expenses	-	(3,083,328)
Ending reserve and fund balances	\$ -	\$ 1,499
- Fund balance appropriated to subsequent fiscal year	-	-
Unreserved un-appropriated fund balance	\$ -	\$ 1,499

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**

Fiscal Year: 2015-16
Department: Self Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits



Description: The City self insures its Health Insurance benefits for its eligible active and retired employees. A third party administrator, POMCO, administers the program for a fee. To insure against catastrophic losses, the City purchases "stop-loss" insurance for losses exceeding \$175,000. At June 30, 2014, the fund balance was \$2,675,934.

2014-15 Accomplishments:

- ✓ Monitored the Federal Health Care Reform Act and assessed its impact on the City's Health Insurance plan. Worked with the Health Insurance Committee to implement changes and communicate changes and potential impact to our employees.
- ✓ Continued to work with Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits. With Unions looked at CanaRx and other options that will reduce the City's cost of providing prescription coverage.
- ✓ Actively worked with the Health Insurance Committee to complete the RFP process and made recommendations to City Council for third party administrators of the City's health insurance and prescription drug plans.

2015-16 Goals and Objectives:

- Continue to monitor the Federal Health Care Reform Act and assess its impact on the City's Health Insurance plan. Implement new systems to fully comply with the Health Care Reform's new employer reporting requirements.
- Continue to work with the Health Insurance Committee and plan enrollees to address growing costs associated with plan benefits. With Unions look at CanaRx and other options that will reduce the City's cost of providing prescription coverage.
- Complete an updated summary plan document.
- Study and analyze the possibility of using health insurance consultant services.

City of Watertown

Fiscal Year: 2015-16
Department: Self-Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Revenues	ACTUAL	ACTUAL	BUDGET	BUDGET
MS.1270 Shared Service Charges	\$ 6,725,263	\$ 6,960,819	\$ 7,124,986	\$ 7,495,270
MS.2401 Interest Revenue	750	1,454	500	2,500
MS.2680 Insurance Recovery	40,042	56,273	100,000	100,000
MS.2700 Medicare Part D Reimbursement	199,527	236,896	190,000	200,000
MS.2701 Refund of Prior Year Expenditures	6,049	34,307	-	-
MS.2708 Employee Contribution	460,161	487,505	505,136	515,160
MS.2709 Retired Employee Contribution	119,410	122,937	149,492	149,475
MS.2771 Prescription Reimbursement	159,832	147,423	120,000	160,000
Sub-Total	<u>7,711,034</u>	<u>8,047,614</u>	<u>8,190,114</u>	<u>8,622,405</u>
Appropriated Fund Balance	-	-	<u>291,000</u>	<u>225,000</u>
Total Revenues and Appropriated Fund Balance	<u>\$ 7,711,034</u>	<u>\$ 8,047,614</u>	<u>\$ 8,481,114</u>	<u>\$ 8,847,405</u>

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Expenditures	ACTUAL	ACTUAL	BUDGET	BUDGET
MS.1710 Administration	\$ 554,435	\$ 553,857	\$ 659,114	\$ 566,405
MS 9060.0430.0020 Medical Claims	4,474,481	4,319,677	5,025,000	5,625,000
MS 9060.0430.0030 Prescriptions	<u>2,518,304</u>	<u>2,611,404</u>	<u>2,797,000</u>	<u>2,656,000</u>
Total Expenditures	<u>\$ 7,547,220</u>	<u>\$ 7,484,937</u>	<u>\$ 8,481,114</u>	<u>\$ 8,847,405</u>

Fund Balance				
Beginning reserves and fund balance	\$ 1,949,411	\$ 2,113,225		
+ Revenues	7,711,034	8,047,614		
- Expenses	<u>(7,547,220)</u>	<u>(7,484,937)</u>		
Ending reserve and fund balances	\$ 2,113,225	\$ 2,675,901		
- Fund balance appropriated to subsequent fiscal year	<u>(200,000)</u>	<u>(291,000)</u>		
Unreserved un-appropriated fund balance	<u>\$ 1,913,225</u>	<u>\$ 2,384,901</u>		

City of Watertown
Fiscal Year: 2015-16
Department: Self-Funded Health Insurance
Account Code: MS
Function: Employee Fringe Benefits

FY 2015-16 BUDGET

Personal Services
MS.1710.0110

Salaries			
Confidential Assistant to the City Manager (.1) *	\$	5,103	
Benefits Administrator (.8) **		<u>32,960</u>	\$ <u>38,063</u>
Total Personal Services			\$ <u>38,063</u>

Operating Expenses
MS.1710.0420

Insurance			
Stop Loss Insurance			\$ 265,000
MS.1710.0430 Contracted Services			
POMCO Administration Fees		187,000	
Health Insurance Tracking Software		<u>15,000</u>	202,000
MS.1710.0440 Fees, Non Employee			
Attestation		1,550	
Patient Protection and Affordable Care Act Fees		<u>35,650</u>	37,200
MS.1710.0450 Miscellaneous			100
MS.1710.0460 Materials and Supplies			
Supplies			500
MS.1710.0465 Equipment < \$10,000			
Desk and Filing Cabinets			<u>4,200</u>
Total Operating Expenses			\$ <u>509,000</u>

Fringe Benefits

MS.1710.0810 New York State Employees' Retirement System			\$ 4,453
MS.1710.0830 Social Security			2,911
MS.1710.0850 Health Insurance			<u>11,978</u>
Total Fringe Benefits			\$ <u>19,342</u>

TOTAL BUDGET \$ 566,405

* Split 90% with A.1230
** Split 20% with A.1230

CAPITAL PROJECTS FUND

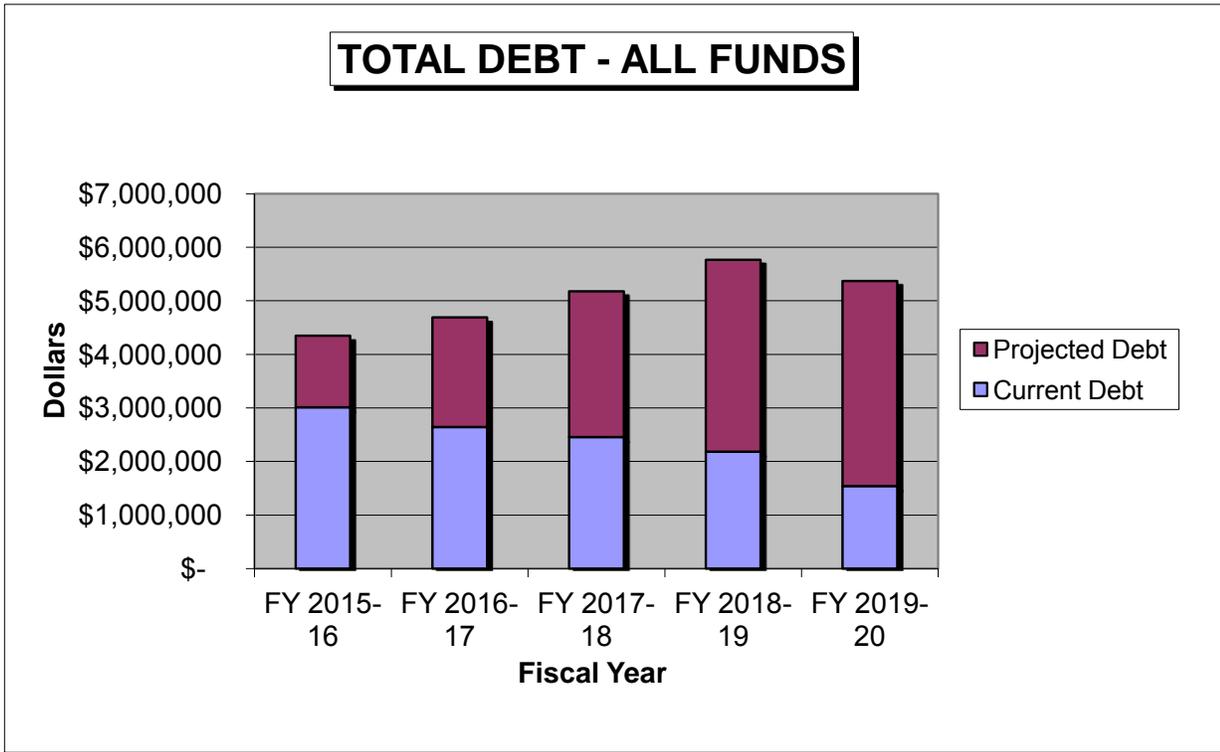
**CITY OF WATERTOWN
FISCAL YEAR 2015-16 BUDGET
COMPUTATION OF DEBT LIMIT
As of June 30, 2015**

Five Year Average Full Valuation of Taxable Real Property		\$ 1,120,871,073
Debt Limit - 7% thereof		\$ 78,460,975
Inclusions:		
Outstanding Bonds	\$ 39,990,000	
Exclusions:		
Self-liquidating Debt	\$ 4,542,000	
Water Debt	5,862,937	
Sewer Debt	10,876,887	
Cash on Hand in Mandatory Reserve	22,750	
	\$ 21,304,574	
Total Net Indebtedness		\$ 18,685,426
Net Debt Contracting Margin		\$ 59,775,549
The percent of debt contracting power exhausted is		<u>23.81%</u>

DEBT

ALL FUNDS

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Current Debt **	\$ 3,013,582	\$ 2,642,615	\$ 2,457,487	\$ 2,185,750	\$ 1,544,320
Projected New Debt	1,332,767	2,046,151	2,720,397	3,578,953	3,827,089
TOTAL	<u>\$ 4,346,349</u>	<u>\$ 4,688,766</u>	<u>\$ 5,177,884</u>	<u>\$ 5,764,703</u>	<u>\$ 5,371,409</u>



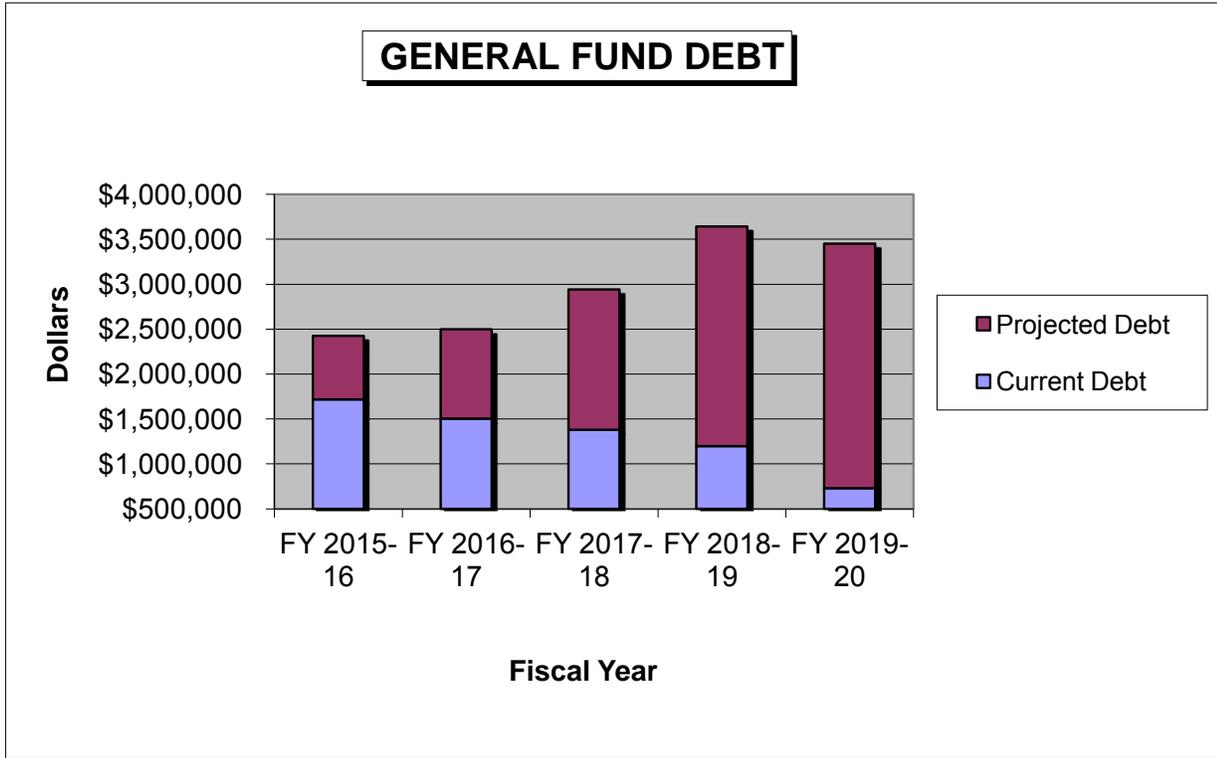
**Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Hydro-electric debt	\$ 656,003	\$ 644,900	\$ 647,398	\$ 647,455	\$ 596,638
Water Treatment Plant debt applicable to DANC	\$ 38,661	\$ 39,174	\$ 50,291	\$ 41,735	\$ 41,222
Wastewater Treatment Plant debt applicable to DANC	\$ 195,521	\$ 216,795	\$ 317,882	\$ 309,986	\$ 306,267

DEBT

GENERAL FUND

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Current Debt **	\$ 1,717,338	\$ 1,503,662	\$ 1,378,993	\$ 1,196,788	\$ 729,994
Projected New Debt	708,883	993,921	1,562,567	2,447,098	2,721,209
TOTAL	\$ 2,426,221	\$ 2,497,583	\$ 2,941,560	\$ 3,643,886	\$ 3,451,203

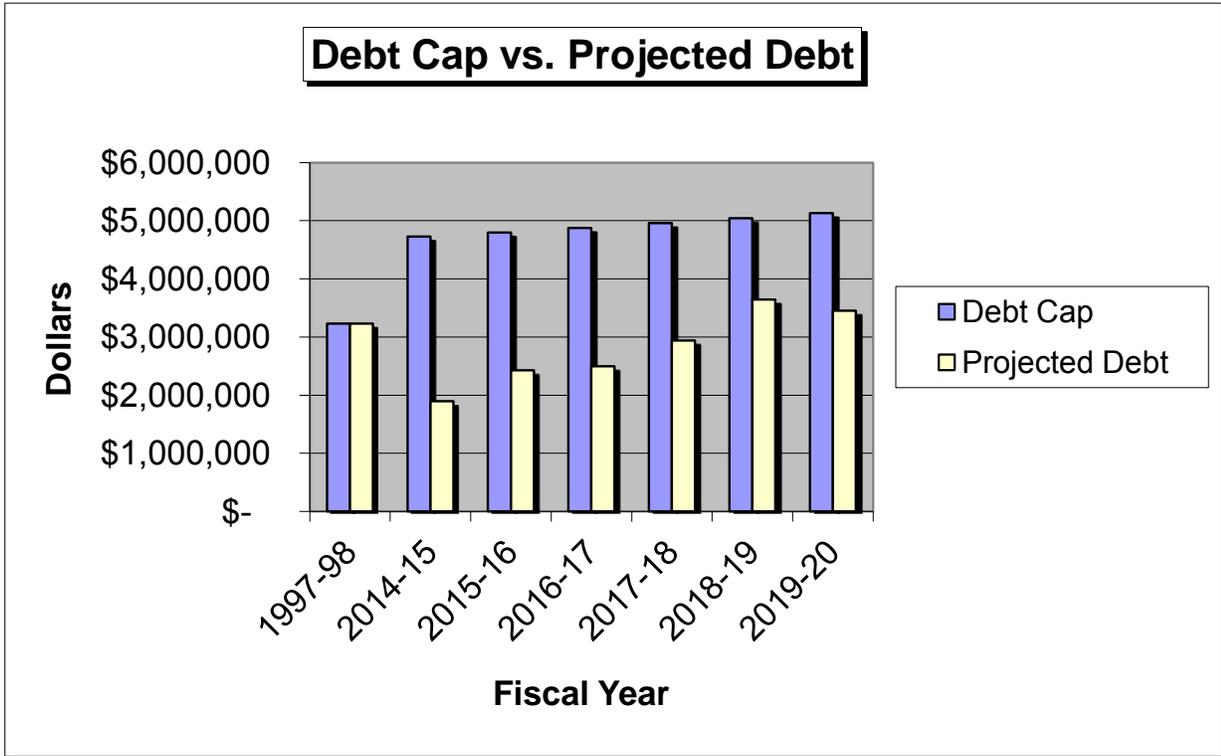


**Current debt is net of the following debt that will have offsetting revenues:

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Hydro-electric debt	\$ 656,003	\$ 644,900	\$ 647,398	\$ 647,455	\$ 596,638

GENERAL FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 3,231,475	\$ 3,231,475
2014-15	actual	\$ 4,728,663	\$ 1,896,342
2015-16	actual	\$ 4,797,927	\$ 2,426,221
2016-17	projected	\$ 4,875,758	\$ 2,497,583
2017-18	projected	\$ 4,959,563	\$ 2,941,560
2018-19	projected	\$ 5,044,808	\$ 3,643,886
2019-20	projected	\$ 5,131,518	\$ 3,451,203



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

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 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Hydro-electric debt	\$ 656,003	\$ 644,900	\$ 647,398	\$ 647,455	\$ 596,638

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

GENERAL FUND - Facility Improvements		Funding Source	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Athletics							
Restroom renovations - North	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Total Athletics		\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Bus							
Security enhancements	Grant	\$ -	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Shelters	Grant	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ 40,000
Total Bus		\$ -	\$ 20,000	\$ 60,000	\$ 20,000	\$ 60,000	\$ 60,000
DPW Newell Street Facilities							
Newell Street buildings evaluations - master plan	Operating Transfer	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -
	Operating Transfer (77.5%) /Grant (22.5%)	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
Newell Street parking lot lighting		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engine Street employee parking lot	Operating Transfer	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Newell Street administration building rehabilitation	Operating Transfer	\$ -	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -
Property acquisition and remediation	Debt	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -
Buildings and Grounds garage design / construction	Debt	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,250,000	\$ 1,250,000
Total DPW Newell Street Facilities		\$ 35,000	\$ 365,000	\$ 1,050,000	\$ 150,000	\$ 1,250,000	\$ 1,250,000
DPW Refuse & Recycling							
Compost pad construction	Debt	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Land acquisition and site work for single stream recycling facility	Debt	\$ -	\$ -	\$ -	\$ 800,000	\$ -	\$ -
Single stream recycling facility	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000	\$ 1,400,000
Total DPW Refuse & Recycling		\$ -	\$ -	\$ 250,000	\$ 800,000	\$ 1,400,000	\$ 1,400,000
Fairgrounds							
Scoreboard	Operating Transfer	\$ -	\$ 65,000	\$ -	\$ -	\$ -	\$ -
Grandstand driveway and parking (phase I, II)	Debt	\$ -	\$ 350,000	\$ 190,000	\$ -	\$ -	\$ -
Total Fairgrounds		\$ -	\$ 415,000	\$ 190,000	\$ -	\$ -	\$ -
Fire							
Storage building	Debt	\$ -	\$ 264,000	\$ -	\$ -	\$ -	\$ -
Building heating plant - Station #1	Operating Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -	\$ -
Overhead doors - Station #3	Operating Transfer	\$ -	\$ 12,300	\$ -	\$ -	\$ -	\$ -
Total Fire		\$ -	\$ 311,300	\$ -	\$ -	\$ -	\$ -
Hydro-Electric Facility							
Turbine intake resurfacing	Operating Transfer	\$ -	\$ 130,000	\$ 130,000	\$ 130,000	\$ -	\$ -
Excitation System Upgrade	Operating Transfer	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -
Canal spillway resurfacing	Debt	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -
Total Hydro-electric Facility		\$ -	\$ 210,000	\$ 130,000	\$ 430,000	\$ -	\$ -
Municipal Building							
Boiler replacement	Debt	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ -
Air handling unit replacements (3)	Debt	\$ -	\$ 175,000	\$ -	\$ -	\$ -	\$ -
HVAC and building envelope upgrades	Debt	\$ -	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -
Total Municipal Building		\$ 190,000	\$ 175,000	\$ 2,500,000	\$ -	\$ -	\$ -
Parking Lots							
JB Wise / Court Street Lot retaining wall repair	Debt	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
Total Parking Lots		\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000
Police							
Range lead abatement	Operating Transfer	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -
Total Police		\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -
Pools							
Flynn Pool heating system	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Thompson Park splash park	Debt	\$ -	\$ 375,000	\$ -	\$ -	\$ -	\$ -
Total Pools		\$ -	\$ 405,000	\$ -	\$ -	\$ -	\$ -
Property Remediations							
Demolition - 424 Vanduzee Street	Debt	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
Total Property Remediations		\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -
Thompson Park							
Restroom renovations	Operating Transfer	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Street repair	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Pinnacle Wood Walk wall rehabilitation	Debt	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
	Debt / Operating Transfer	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Playground cushion replacement		\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Playground replacement	Debt	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -
Total Thompson Park		\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ -
Total Facility Improvements							
		\$ 225,000	\$ 3,826,300	\$ 4,180,000	\$ 1,400,000	\$ 2,910,000	\$ 2,910,000
Debt	Debt	\$ 190,000	\$ 2,744,000	\$ 3,840,000	\$ 1,250,000	\$ 2,850,000	\$ 2,850,000
Operating fund transfer	Operating Transfer	27,125	1,064,300	286,000	132,000	6,000	6,000
Grant	Grant	7,875	18,000	54,000	18,000	54,000	54,000
Reserve fund transfer	Capital Reserve Fund	-	-	-	-	-	-
Total Facility Improvements By Funding Sources		\$ 225,000	\$ 3,826,300	\$ 4,180,000	\$ 1,400,000	\$ 2,910,000	\$ 2,910,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

Funding Source		FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
GENERAL FUND - Vehicles and Equipment						
Arena						
Zamboni	Capital Reserve Fund	\$ -	\$ 100,000	\$ -	\$ -	\$ -
4x4 pickup truck w/plow & lift gate	Operating Transfer	\$ -	\$ 37,500	\$ 37,500	\$ -	\$ -
Total Arena		\$ -	\$ 137,500	\$ 37,500	\$ -	\$ -
Bus						
Transit bus (2)	Grant (90%)/ Operating Transfer (10%)	\$ 750,000	\$ -	\$ -	\$ -	\$ -
Para-transit bus (2)	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Fare collection and processing system upgrade	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ 90,000	\$ -	\$ -	\$ -
Pickup truck with plow and lift gate	Grant (90%)/ Operating Transfer (10%)	\$ -	\$ -	\$ -	\$ 40,000	\$ -
Total Bus		\$ 750,000	\$ 240,000	\$ -	\$ 40,000	\$ -
Central Garage						
Garage service truck w/crane	Capital Reserve Fund	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Total Central Garage		\$ -	\$ 75,000	\$ -	\$ -	\$ -
Code Enforcement						
Pickup truck	Operating Transfer	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Total Code Enforcement		\$ -	\$ 25,000	\$ -	\$ -	\$ -
DPW Administration						
Superintendent vehicle	Operating Transfer	\$ -	\$ 31,000	\$ -	\$ -	\$ -
Total DPW Administration		\$ -	\$ 31,000	\$ -	\$ -	\$ -
Engineering						
4x2 pickup truck with service body (sidewalk program)	Operating Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -
Engineering vehicle	Operating Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -
Total Engineering		\$ -	\$ 70,000	\$ -	\$ -	\$ -
Fairgrounds						
Athletic mower	Operating Transfer	\$ -	\$ 35,000	\$ -	\$ -	\$ -
Total Engineering		\$ -	\$ 35,000	\$ -	\$ -	\$ -
Fire						
Engine 5 replacement	Debt	\$ 550,000	\$ -	\$ -	\$ -	\$ -
Turnout gear replacements	Operating Transfer	\$ -	\$ 51,000	\$ 51,000	\$ 51,000	\$ 51,000
Command vehicle	Operating Transfer	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Vehicle computer replacements	Operating Transfer	\$ -	\$ 36,000	\$ -	\$ -	\$ -
Engine 1 refurbishment	Capital Reserve Fund	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Ladder truck 2 replacement	Debt	\$ -	\$ 1,335,000	\$ -	\$ -	\$ -
Vehicle replacement	Operating Transfer	\$ -	\$ -	\$ 42,000	\$ -	\$ -
Vehicle replacement	Operating Transfer	\$ -	\$ -	\$ 40,000	\$ -	\$ -
Heavy rescue vehicle	Debt	\$ -	\$ -	\$ -	\$ 550,000	\$ -
Engine 4 replacement	Debt	\$ -	\$ -	\$ -	\$ -	\$ 550,500
Total Fire		\$ 700,000	\$ 1,462,000	\$ 133,000	\$ 601,000	\$ 601,500
Hydro-electric Facility						
Excitation system upgrade, Unit #1-3	Operating Transfer	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ -
Turbine roller bearing	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Total Hydro-electric Facility		\$ 80,000	\$ 80,000	\$ 80,000	\$ -	\$ 80,000
Information Technology						
Financial management software	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Total Information Technology		\$ -	\$ -	\$ -	\$ -	\$ 500,000
Maintenance of Roads						
Tandem axle dump truck	Capital Reserve Fund	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Semi-tractor (used)	Operating Transfer	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Lowboy trailer (35T)	Operating Transfer	\$ -	\$ -	\$ 50,000	\$ -	\$ -
Single axle dump truck	Operating Transfer	\$ -	\$ -	\$ -	\$ 125,000	\$ -
Total Maintenance of Roads		\$ -	\$ 150,000	\$ 115,000	\$ 125,000	\$ -
Municipal Maintenance						
Six person pickup truck with service body	Operating Transfer	\$ -	\$ 38,000	\$ -	\$ 38,000	\$ -
Utility vehicle with attachments	Operating Transfer	\$ -	\$ -	\$ -	\$ 60,000	\$ -
Utility tractor with brush hog	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Stump grinder	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Brush chipper	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Pickup truck with service body	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Total Municipal Maintenance		\$ -	\$ 38,000	\$ -	\$ 98,000	\$ 180,000

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

	<u>Funding Source</u>	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Police						
Marked patrol vehicles	Operating Transfer	\$ -	\$ 152,000	\$ 120,000	\$ 165,000	\$ 127,000
Un-marked vehicles	Operating Transfer	\$ -	\$ 34,100	\$ -	\$ -	\$ -
Total Police		\$ -	\$ 186,100	\$ 120,000	\$ 165,000	\$ 127,000
Recreation						
Pickup truck with utility service body	Operating Transfer	\$ -	\$ 37,500	\$ -	\$ -	\$ -
Total Recreation		\$ -	\$ 37,500	\$ -	\$ -	\$ -
Refuse & Recycle						
Single stream totes (6,000)	Debt	\$ -	\$ 420,000	\$ -	\$ -	\$ -
Side-load refuse packer	Capital Reserve Fund	\$ -	\$ 220,000	\$ 225,000	\$ -	\$ -
Transfer facility tractor	Operating Transfer	\$ -	\$ 145,000	\$ -	\$ -	\$ -
Transfer facility trailers (2)	Operating Transfer	\$ -	\$ 170,000	\$ -	\$ -	\$ -
Front load dumpsters	Operating Transfer	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Front load trash collection truck	Operating Transfer	\$ -	\$ 150,000	\$ -	\$ -	\$ -
Green waste packer (20 yd3)	Operating Transfer	\$ -	\$ -	\$ 160,000	\$ -	\$ -
Total Refuse & Recycle		\$ -	\$ 1,125,000	\$ 385,000	\$ -	\$ -
Snow Removal						
4x4 snow plow with wing	Capital Reserve Fund	\$ 240,000	\$ -	\$ -	\$ -	\$ -
Front-end loader (2.5yd3)	Capital Reserve Fund / Operating Transfer	\$ 130,000	\$ -	\$ -	\$ 140,000	\$ -
Stainless steel spreader and pre-wet system with accessories	Operating Transfer	\$ -	\$ 38,000	\$ -	\$ -	\$ -
Jeep w/snow plow	Operating Transfer	\$ -	\$ 30,000	\$ 31,000	\$ -	\$ -
4x4 pickup w/plow and liftgate	Operating Transfer	\$ -	\$ 37,000	\$ -	\$ 38,000	\$ -
Tandem axle dump truck	Capital Reserve Fund	\$ -	\$ -	\$ 155,000	\$ -	\$ -
4x4 snow plow with wing, underbody scraper and sander	Operating Transfer	\$ -	\$ -	\$ 250,000	\$ -	\$ -
Skid steer loader	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Single axle dump truck with angle plow, spreader and controls	Debt	\$ -	\$ -	\$ -	\$ -	\$ 165,000
Total Snow Removal		\$ 370,000	\$ 105,000	\$ 436,000	\$ 178,000	\$ 205,000
Storm Sewers						
Single axle dump truck	Capital Reserve Fund	\$ -	\$ 115,000	\$ -	\$ -	\$ -
Trailer Mounted Sewer Jet (50% with Storm Sewer)	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Hydraulic excavator (used) (50% with sanitary sewer)	Operating Transfer	\$ -	\$ -	\$ -	\$ 85,000	\$ -
Total Storm Sewers		\$ -	\$ 145,000	\$ -	\$ 85,000	\$ -
Thompson Park						
Pickup w/plow and liftgate	Operating Transfer	\$ -	\$ 37,000	\$ -	\$ -	\$ -
Trash packer	Operating Transfer	\$ -	\$ -	\$ -	\$ 100,000	\$ -
Total Thompson Park		\$ -	\$ 37,000	\$ -	\$ 100,000	\$ -
Total Vehicles and Equipment		\$ 1,900,000	\$ 3,979,100	\$ 1,306,500	\$ 1,392,000	\$ 1,693,500
Debt	Debt	\$ 550,000	\$ 1,755,000	\$ -	\$ 550,000	\$ 1,215,500
Operating fund transfer	Operating Transfer	155,000	1,348,100	843,504	806,000	478,000
Grant	Grant	675,000	216,000	-	36,000	-
Reserve fund transfer	Capital Reserve Fund	520,000	660,000	462,996	-	-
Total Vehicles and Equipment By Funding Sources		\$ 1,900,000	\$ 3,979,100	\$ 1,306,500	\$ 1,392,000	\$ 1,693,500

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

GENERAL FUND - Infrastructure Funding Source FY 2015-16 FY 2016-17 FY 2017-18 FY 2018-19 FY 2019-20

Maintenance of Bridges						
Cayuga Avenue	Debt	\$ -	\$ -	\$ 450,000	\$ -	\$ -
Sewall's Island Railroad Bridge Evaluation	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Total Maintenance of Bridges		\$ -	\$ 30,000	\$ 450,000	\$ -	\$ -
Sidewalk Construction						
	Grant (55%) / Operating Transfer (45%)					
Sidewalk Program		\$ 110,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Flower Avenue East	Debt	\$ -	\$ -	\$ -	\$ -	\$ 300,000
Harrison Street (Riggs Ave. Phase II)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 193,000
Newell Street (Engine Street to Whitewater Way)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Engine Street CSO Phase I - Flower Ave West reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Loomis Drive	Debt	\$ -	\$ -	\$ -	\$ -	\$ 130,000
Total Sidewalk Construction		\$ 110,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 1,038,000
Storm Sewers						
Cooper Street Outfall	Debt	\$ 225,000	\$ -	\$ -	\$ -	\$ -
Flower Avenue East	Debt	\$ -	\$ -	\$ -	\$ -	\$ 805,000
Harrison Street (Riggs Ave. Phase II)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 988,000
Newell Street (Engine Street to Whitewater Way)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 190,000
Engine Street CSO Phase I - Flower Ave West reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 800,000
Total Storm Sewers		\$ 225,000	\$ -	\$ -	\$ -	\$ 2,783,000
Street Construction						
CHIPS	Grant	\$ 571,638	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
North / South Massey St (Court St bridge to Clinton St)	Debt	\$ -	\$ 480,000	\$ -	\$ -	\$ -
Coffeen Street (City limit to North Massey St)	Debt	\$ -	\$ -	\$ 838,000	\$ -	\$ -
Palmer Street	Debt	\$ -	\$ -	\$ -	\$ 570,000	\$ -
Flower Avenue East	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,035,000
Harrison Street (Riggs Ave. Phase II)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 365,000
Newell Street (Engine Street to Whitewater Way)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Bellew Avenue (Arsenal St. to Coffeen St)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 230,000
Engine Street CSO Phase I - Flower Ave West reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 505,000
Loomis Drive	Debt	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Total Street Construction		\$ 571,638	\$ 980,000	\$ 1,338,000	\$ 1,070,000	\$ 3,195,000
Debt	Debt	\$ 225,000	\$ 480,000	\$ 1,288,000	\$ 570,000	\$ 6,391,000
Operating fund transfer	Operating Transfer	\$ 56,000	\$ 80,000	\$ 50,000	\$ 50,000	\$ 50,000
Grant	Grant	\$ 625,638	\$ 575,000	\$ 575,000	\$ 575,000	\$ 575,000
Reserve fund transfer	Capital Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Total Infrastructure By Funding Sources		\$ 906,638	\$ 1,135,000	\$ 1,913,000	\$ 1,195,000	\$ 7,016,000
GENERAL FUND GRAND TOTAL		\$ 3,031,638	\$ 8,940,400	\$ 7,399,500	\$ 3,987,000	\$ 11,619,500
Facility Improvements		\$ 225,000	\$ 3,826,300	\$ 4,180,000	\$ 1,400,000	\$ 2,910,000
Vehicles and Equipment		\$ 1,900,000	\$ 3,979,100	\$ 1,306,500	\$ 1,392,000	\$ 1,693,500
Maintenance of Bridges		\$ -	\$ 30,000	\$ 450,000	\$ -	\$ -
Sidewalk Reconstruction		\$ 110,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 1,038,000
Storm Sewers		\$ 225,000	\$ -	\$ -	\$ -	\$ 2,783,000
Street Reconstruction		\$ 571,638	\$ 980,000	\$ 1,338,000	\$ 1,070,000	\$ 3,195,000
General Fund Grand Total by Category		\$ 3,031,638	\$ 8,940,400	\$ 7,399,500	\$ 3,987,000	\$ 11,619,500
Debt	Debt	\$ 965,000	\$ 4,979,000	\$ 5,128,000	\$ 2,370,000	\$ 10,456,500
Operating fund transfer	Operating Transfer	\$ 238,125	\$ 2,492,400	\$ 1,179,504	\$ 988,000	\$ 534,000
Grant	Grant	\$ 1,308,513	\$ 809,000	\$ 629,000	\$ 629,000	\$ 629,000
Reserve fund transfer	Capital Reserve Fund	\$ 520,000	\$ 660,000	\$ 462,996	\$ -	\$ -
General Fund Grand Total By Funding Sources		\$ 3,031,638	\$ 8,940,400	\$ 7,399,500	\$ 3,987,000	\$ 11,619,500

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
FACILITY IMPROVEMENTS
NEWELL STREET FACILITY**

PROJECT DESCRIPTION	COST
<p data-bbox="180 485 834 527">Newell Street Parking Lot Lighting Project:</p> <p data-bbox="180 562 1219 814">This project is for the installation of lighting at Newell Street parking lot. The project includes installation of underground power from the Transit facility and 5 (25') aluminum square pole flood LED fixtures spaced to provide photometric equalized lighting in the parking lot. The intent of the project is to provide proper outdoor lighting from dusk to dawn, ensure a good level of visibility for employees to prevent accidents, deter crime and vandalism and maintain an attractive environment.</p>  <p data-bbox="159 1818 1187 1885">Funding to support this project will be from the Federal Transit Administration (\$7,875) and through a transfer from the General Fund (\$27,125) (A 9950.0900).</p>	<p data-bbox="1295 470 1438 512">\$35,000</p>
TOTAL	\$35,000

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
FACILITY IMPROVEMENTS
MUNICIPAL BUILDING**

PROJECT DESCRIPTION	COST
<p>City Hall Boiler Replacement:</p> <p>This funding supports the replacement of the existing Fulton Boilers located in the basement of City Hall. The boilers were originally installed in 2001 and are nearing the end of their service life.</p>  <p>The image shows four large, tan-colored industrial boilers lined up in a basement. Each boiler has a red and orange 'Pulsepak' logo and the 'Fulton' brand name. The boilers are mounted on a concrete base. The background shows some pipes and structural elements of the building.</p> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$24,700.</p>	<p>\$190,000</p>
TOTAL	\$190,000

FISCAL YEAR 2015-2016 CAPITAL BUDGET VEHICLES AND EQUIPMENT BUS SYSTEM

PROJECT DESCRIPTION	COST
<p>Transit Buses:</p> <p>The CitiBus Transit Bus Fleet presently consist of five (5) each, 2002 Orion V, Model 3, High Floor Buses, ADA compliant, 30 feet in length and having a seating capacity of 30 passengers to include 2 wheelchair stations and hydraulic lift. These units were all purchased at the same time through a Federal Transit Administration Section 5311 grant at a per unit cost of \$280,000. These buses are classified as 12-year buses by the FTA and are now eligible for replacement. Three of these buses were approved for replacement in the 2014/2015 Capital Budget but procurement was delayed awaiting confirmation that federal funding would be available from the Section 5307 grant. As such this request is for the purchase of the remaining two units. The Federal-State-City contributions remain the same 80/10/10 as in previous purchases.</p> <p>We anticipate purchasing similar bus styles and sizes with the only major upgrade/design change is with the wheelchair lifts being replaced with the fold out ramps at the front entry portal which, relative to operating reliability, will be a vast improvement over our existing units.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be Federal reimbursements (80%), NYS reimbursements (10%) and through a transfer from the General Fund (10%) (A.9950.0900).</p>	<p>\$750,000</p>
TOTAL	\$750,000

FISCAL YEAR 2015-2016 CAPITAL BUDGET VEHICLES AND EQUIPMENT FIRE

PROJECT DESCRIPTION	COST
<p>Fire Engine: The department seeks approval to purchase a Fire Engine to replace a 1986 Emergency One pumper. This 28 year old vehicle has served the community well. The existing pumper does not have an enclosed cab or three point safety restraints [seat belts] nor did it retain a full complement of hand tools when it was placed in reserve status in 2006. All of which are a requirement of NFPA 1901-<u>Standard for Automotive Fire Apparatus</u>. In its last annual pump service test, it had a number of valves leaking, and multiple gauges that did not work properly. While its turbo charger has wear causing slow acceleration, it did pass the last pump test which was conducted by a third party testing vendor. Keeping this vehicle road worthy may be cost prohibitive based on low market value. This vehicle cannot be sold to another fire department due to its age. The last pumper that we tried to sell was eventually donated to Jefferson Community College for their fire science program after there were no interested purchasers. The new pumper should have a life expectancy of fifteen years of service as a front line vehicle and an additional ten to fifteen years in reserve statues. A recent grant purchase of supply hose in 2013 will ensure that the budget amount will not be exceeded with purchase of a replacement apparatus. The last pumper that the department purchased was in 2007 at a cost of \$375,777. This vehicle was originally scheduled to be replaced in the 2009 capital budget but was reassigned to fiscal year 14-15 with a projected cost increase of \$85,000.</p>  <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$71,500.</p>	<p>\$550,000</p>
TOTAL	\$550,000

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
FIRE**

PROJECT DESCRIPTION	COST
<p>Refurbish Engine 1: The department seeks authorization to refurbish Engine 1, a 2000 American Eagle Pumper. This vehicle has been in service as an initial response vehicle since its delivery and refurbishing this work horse should extend its usable life for an additional 15 years of reserve duty. Proposed work to be accomplished include a pump overhaul and installation of a pump compartment heater, replacement of worn safety equipment, transmission and engine overhaul, changing of light package to LED, new tires and brakes as well as repair corrosion issues. In the last 5 years, the department has spent nearly \$36,000 in repairs to keep this vehicle functioning. This past year, the vehicle has been plagued with electrical issues.</p>  <p>Funding to support this project will be through a transfer from the General Fund's Capital Reserve Fund.</p>	<p>\$150,000</p>
TOTAL	\$150,000

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
HYDRO-ELECTRIC FACILITY**

PROJECT DESCRIPTION	COST
<p data-bbox="159 516 578 554">Excitation System Upgrade:</p> <p data-bbox="159 600 1268 961">The excitation units (one per generator/turbine set) that are currently in use at the City’s facility are not repairable should they fail. Should one fail, an extended downtime would occur as it is being replaced. The intended plan is to replace one of the units now with an upgraded repairable unit and then hold onto the “retired” unit as a spare. When one of the remaining two units left in service fails, the spare would be immediately employed. At the same time, a replacement unit would b acquired. This shall repeat itself one more time to affect the total upgrade/replacement of all three units. Thus, the second and the third unit replacements will not necessarily be in consecutive years with the first, except for the worse case wherein all three units fail in consecutive years.</p>  <p data-bbox="159 1843 1179 1915">Funding to support this project will be through a transfer from the General Fund (A.9950.0900).</p>	<p data-bbox="1312 499 1458 541">\$80,000</p>
TOTAL	\$80,000

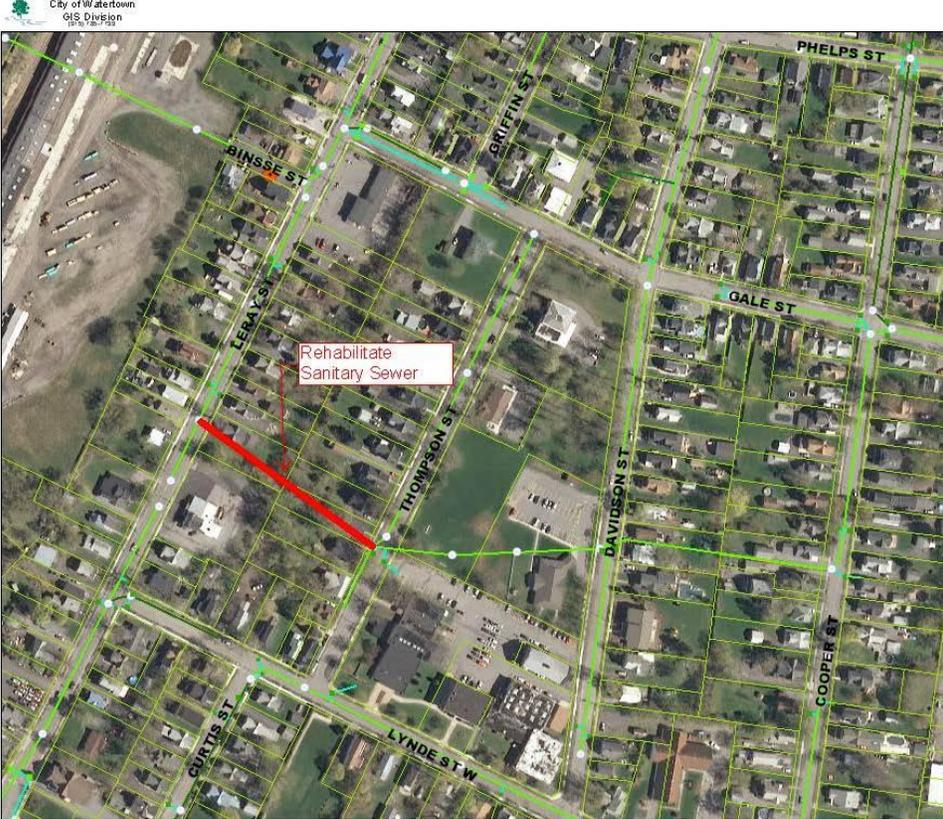
**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SNOW REMOVAL**

PROJECT DESCRIPTION	COST
<p>4 x 4 Snowplow with Wing:</p> <p>Vehicle 1-019 is a 1983 Mack RD standard shift, four wheel drive, Municipal Snow Plow complete with a one way plow, right hand wing, and underbody scraper. The truck has in excess of 7,000 operating hours. It has served the City well for thirty two years, but replacement/repair parts are extremely difficult to obtain and dependability is an issue. The truck is presently used as the Departments “spare” plow unit. The replacement unit will be equipped with one way front plow, right hand wing, underbody scraper, stainless steel sander unit, back-up camera, pre-wet system, and a computerized spreader controller. The new plow should serve the City for twenty five plus years. The present unit will be traded-in towards the new truck. The City’s next oldest plow (1-17, 1987 MACK) will become the department’s “spare plow”.</p>  <p>Funding to support this project will be through a transfer from the General Fund’s Capital Reserve Fund.</p>	<p>\$240,000</p>
TOTAL	\$240,000

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
SNOW REMOVAL**

PROJECT DESCRIPTION	COST
<p>Front-end Loader:</p> <p>City vehicle 1-065 is a 1997 John Deere, Model TC54H, 130-H.P., 2.5cubic yard, front end loader. With more than 11,000 operating hours this unit has 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 back fill. It is used year around for all projects throughout the City. Due to its age and operational hours it is showing signs of corrosion and is at the end of its life cycle. The replacement unit will be of the same size and configuration and will be purchased from the NYSOGS contract or other municipal contract. The present unit will be traded towards the purchase of the new loader.</p>  <p>Funding to support this project will be through a transfer from the General Fund's Capital Reserve Fund.</p>	<p>\$130,000</p>
TOTAL	\$130,000

FISCAL YEAR 2015-2016 CAPITAL BUDGET INFRASTRUCTURE STORM SEWER

PROJECT DESCRIPTION	COST
<p>Cooper St. Outfall Replacement: Thompson St. to Leray St.</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND \$225,000 SANITARY SEWER \$225,000</p> <div style="text-align: center; margin-top: 20px;">  </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$29,250 for both the General Fund and Sewer Fund.</p>	<p>\$450,000</p>
TOTAL	\$450,000

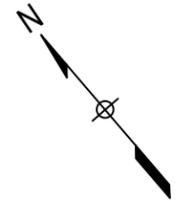
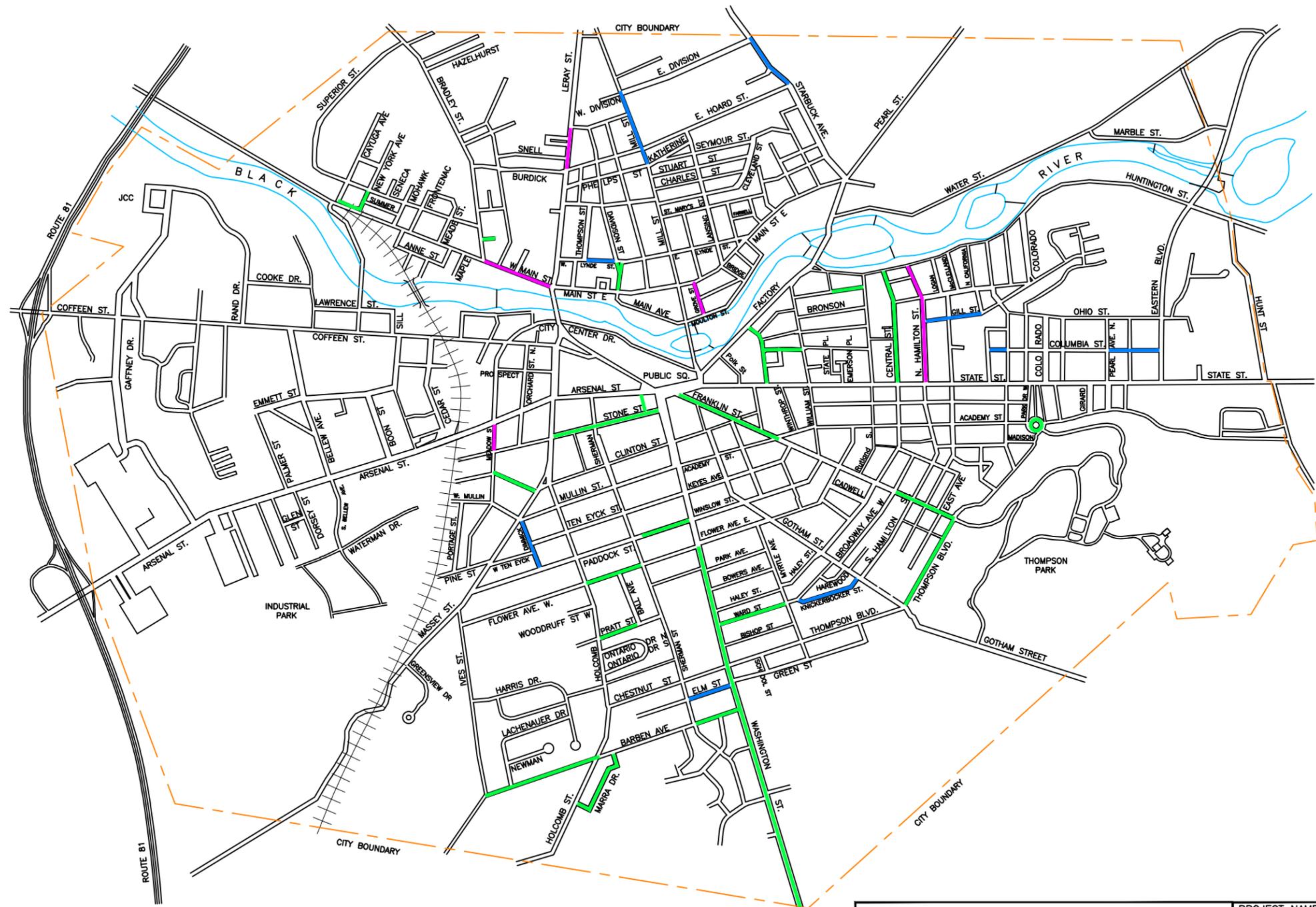
**FISCAL YEAR 2015-2016
CAPITAL BUDGET
INFRASTRUCTURE
SIDEWALK CONSTRUCTION**

PROJECT DESCRIPTION	COST
<p>Annual City sidewalk Replacement Program:</p> <p>This funding supports the City’s Sidewalk Improvement Special Assessment District #10. Areas included in this district are Cadwell St., Franklin St. 600 & 700 Blocks, Gotham St. 600 & 700 Blocks, Hamlin St., Myrtle Ave., and Nellis Street.</p>  <p>Funding to support this project will be through special assessment billings (\$54,000) and a transfer from the General Fund (A 9950.0900- \$56,000).</p>	<p>\$110,000</p>
TOTAL	\$110,000

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
INFRASTRUCTURE
CHIPS-STREET PAVING PROGRAM**

STANDARD STREET PAVING w/CURBING BY CITY CREWS			
<i>STREET</i>	<i>FROM</i>	<i>TO</i>	<i>COST</i>
Starbuck Ave	E. Hoard St.	E. Division St.	\$51,283
STANDARD STREET PAVING			
<i>STREET</i>	<i>FROM</i>	<i>TO</i>	<i>COST</i>
Columbia Street	California Ave	N. Indiana Ave	\$17,019
Columbia Street	Eastern Blvd	Pearl Ave N.	\$25,825
		Total:	\$42,844
SURFACE MILL, CURBING AND PAVING BY CITY CREWS			
<i>STREET</i>	<i>FROM</i>	<i>TO</i>	<i>COST</i>
Mill Street	Katherine St.	Division Street E	\$91,239
Elm Street	Washington St	Sherman St.	\$59,376
Gill Street	N. Hamilton	N. California Ave	\$71,146
		Total:	\$ 221,761
STREET CURBING			
Knickerbocker Dr	North side of Knickerbocker Dr.		\$51,933
BASE RECONSTRUCTION BY CITY CREWS			
<i>STREET</i>	<i>FROM</i>	<i>TO</i>	<i>COST</i>
Dimmick Street	Mullin St.	Ten Eyck W	\$ 98,398
*West Lynde Street	Davidson St.	Thompson St.	\$105,419
		Total:	\$203,817
Grand Total:			\$571,638

* Scope of project needs to be determined relative to storm/sanitary lines and Water main work



LEGEND:		PROJECT NAME: CITY OF WATERTOWN PUBLIC WORKS DEPARTMENT	
	PROJECTS COMPLETED 2011-2013	DESIGNED BY: SD	APPROVED BY:
	PROJECTS COMPLETED FY 2014-15	DRAWN BY: FG	DATE:
	PROJECTS TO BE COMPLETED FY 2015-16	DATE: 04/02/15	SCALE: N.T.S
		SCALE: N.T.S	TITLE: 2010-2015 STREET OVERLAY PROJECTS
			MAP NUMBER:
MAP NUMBER:		CITY OF WATERTOWN, NEW YORK	
PROJECT NAME:		DEPARTMENT OF PUBLIC WORKS	
TITLE:		ROOM 206, MUNICIPAL BUILDING	
		245 WASHINGTON STREET	
		WATERTOWN, NEW YORK 13601	
		TEL: (315) 785-7770 FAX: (315) 785-7752	
REVISION:	DESCRIPTION OF REVISION:	DATE:	BY:

MAP NUMBER:

PROJECT NAME:

**CITY OF WATERTOWN
PUBLIC WORKS DEPARTMENT**

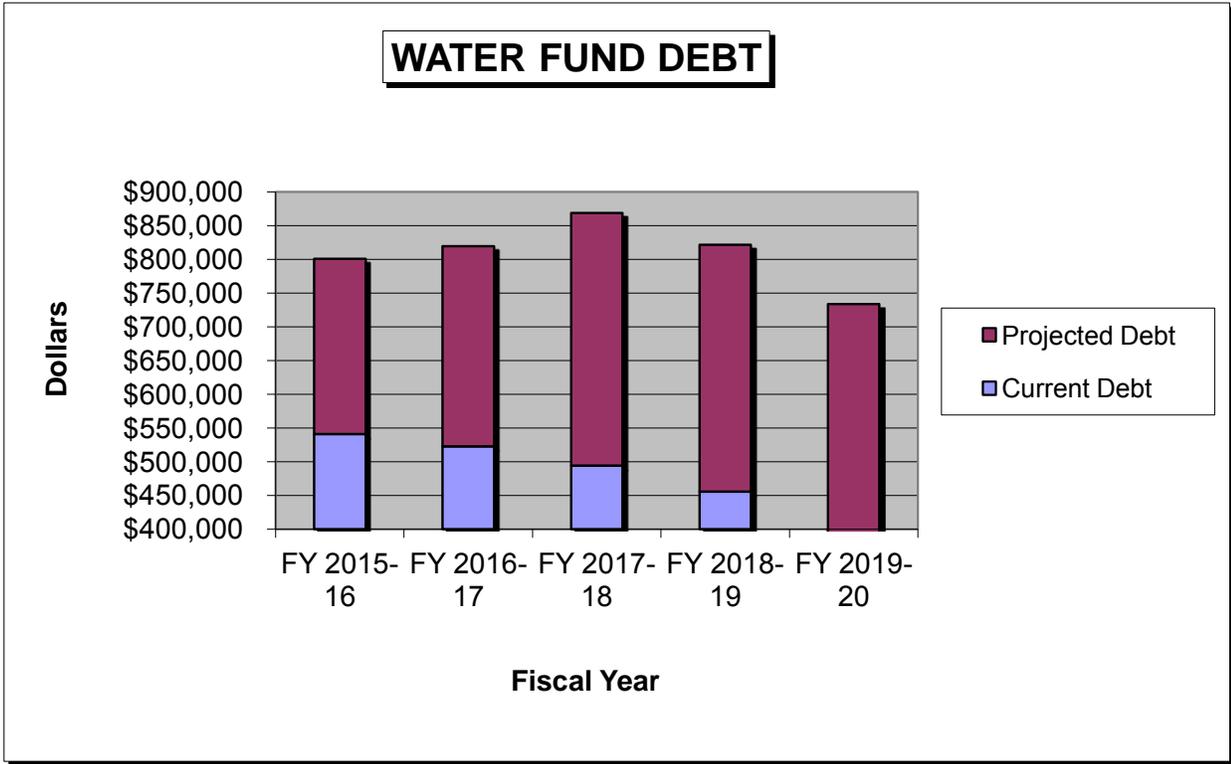
TITLE:

**2011-2016 STREET OVERLAY AND
RECONSTRUCTION PROJECTS**

DEBT

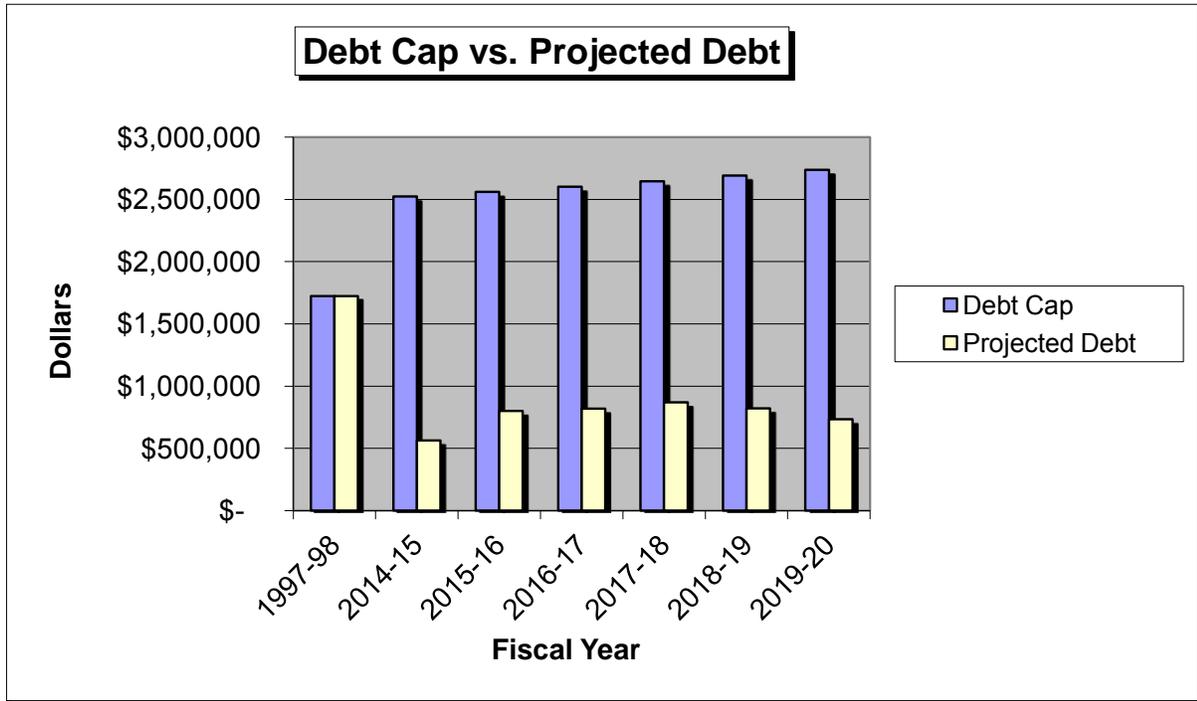
WATER FUND

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Current Debt	\$ 540,888	\$ 522,817	\$ 494,088	\$ 455,592	\$ 376,216
Projected New Debt	259,933	296,743	374,703	366,101	357,498
TOTAL	\$ 800,821	\$ 819,561	\$ 868,791	\$ 821,693	\$ 733,715



WATER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 1,724,127	\$ 1,724,127
2014-15	actual	\$ 2,522,940	\$ 564,475
2015-16	actual	\$ 2,559,895	\$ 800,821
2016-17	projected	\$ 2,601,421	\$ 819,561
2017-18	projected	\$ 2,646,134	\$ 868,791
2018-19	projected	\$ 2,691,616	\$ 821,693
2019-20	projected	\$ 2,737,879	\$ 733,715



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.

Debt excluded from the debt cap calculation:

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Water Treatment Plant debt applicable to DANC	\$ 38,661	\$ 39,174	\$ 50,291	\$ 41,735	\$ 41,222

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

WATER FUND	Funding Source	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20
Facility Improvements						
Video surveillance	Operating Transfer	\$ -	\$ 19,500	\$ -	\$ -	\$ -
Fiber optic expansion	Operating Transfer	\$ -	\$ 56,000	\$ -	\$ -	\$ -
Dosing station ph control facility design	Operating Transfer	\$ 80,000	\$ -	\$ -	\$ -	\$ -
Dosing station ph Facility	Debt	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Total Facility Improvements		\$ 80,000	\$ 375,500	\$ -	\$ -	\$ -
Vehicles and Equipment						
Meter replacement program	Debt	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -
Pickup truck (compact) (3)	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ 25,000
Backhoe loader	Operating Transfer	\$ -	\$ 125,000	\$ -	\$ 125,000	\$ -
Air compressor	Operating Transfer	\$ -	\$ -	\$ 20,000	\$ -	\$ -
Total Vehicles and Equipment		\$ 325,000	\$ 500,000	\$ 20,000	\$ 125,000	\$ 25,000
Water Mains						
Flower Avenue East	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,150,000
Harrison Street (Riggs Ave. Phase II)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 640,000
Newell Street (Engine Street to Whitewater Way)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 383,000
Engine Street CSO Phase I - Flower Ave West reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 415,000
Total Water Mains		\$ -	\$ -	\$ -	\$ -	\$ 2,588,000
WATER FUND GRAND TOTAL		\$ 405,000	\$ 875,500	\$ 20,000	\$ 125,000	\$ 2,613,000
Facility Improvements		\$ 80,000	\$ 375,500	\$ -	\$ -	\$ -
Vehicles and Equipment		\$ 325,000	\$ 500,000	\$ 20,000	\$ 125,000	\$ 25,000
Water Main Replacement		\$ -	\$ -	\$ -	\$ -	\$ 2,588,000
Water Fund Grand Total by Category		\$ 405,000	\$ 875,500	\$ 20,000	\$ 125,000	\$ 2,613,000
Debt		\$ 325,000	\$ 625,000	\$ -	\$ -	\$ 2,588,000
Operating fund transfer		\$ 80,000	\$ 250,500	\$ 20,000	\$ 125,000	\$ 25,000
Grant		\$ -	\$ -	\$ -	\$ -	\$ -
Reserve fund transfer		\$ -	\$ -	\$ -	\$ -	\$ -
Water Fund Grand Total By Funding Sources		\$ 405,000	\$ 875,500	\$ 20,000	\$ 125,000	\$ 2,613,000
		-	-	-	-	-

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
FACILITY IMPROVEMENT
WATER TREATMENT FACILITY**

PROJECT DESCRIPTION	COST
<p>Coagulation Basin pH Control Facility (design phase):</p> <p>The pH Control Facility is a component of the longer term implementation of the Disinfection ByProduct Monitoring and Control Program promulgated by the USEPA (enforcement effective date October 2013). The effectiveness of the chemical coagulant (liquid Alum) mixed with the raw river water is very much a function of alkalinity and pH. These two parameters vary during the calendar year and performance is adversely impacted by this fact. The purpose of the pH Control Facility (which will be collocated with the dosing station at the Black River's entrance to the coagulation basin) is to enhance the performance of the chemical coagulant. The overall aim is to more efficiently capture sediments and reduce the quantity of coagulant needed to accomplish the requisite task. Last autumn, the Water Department Staff conducted laboratory bench testing to identify pH control chemicals of choice and target dosages to be employed. Beginning in late Spring of 2015, the Water Department will with the approval of the NYS Department of Health (already approved in concept by not final details) commence full scale pilot testing on the coagulation basin to determine optimum dosing rates and chemical storage requirements. Successful completion of these tests will enable a proper design (targeted to be completed during the later part of the 2015-16 Fiscal Year. That would enable construction and start up the following year. The \$80,000 estimate for the design phase presumes a building addition added to the existing dosing station and an third party engineer consultant accomplishing the design work. All these assumptions are predicated on the results of the full scale pilot testing yet to be accomplished.</p> <div style="text-align: center;">  </div> <p>Funding to support this project will be through a transfer from the Water Fund (F.9950.0900).</p>	<p>\$80,000</p>
TOTAL	\$80,000

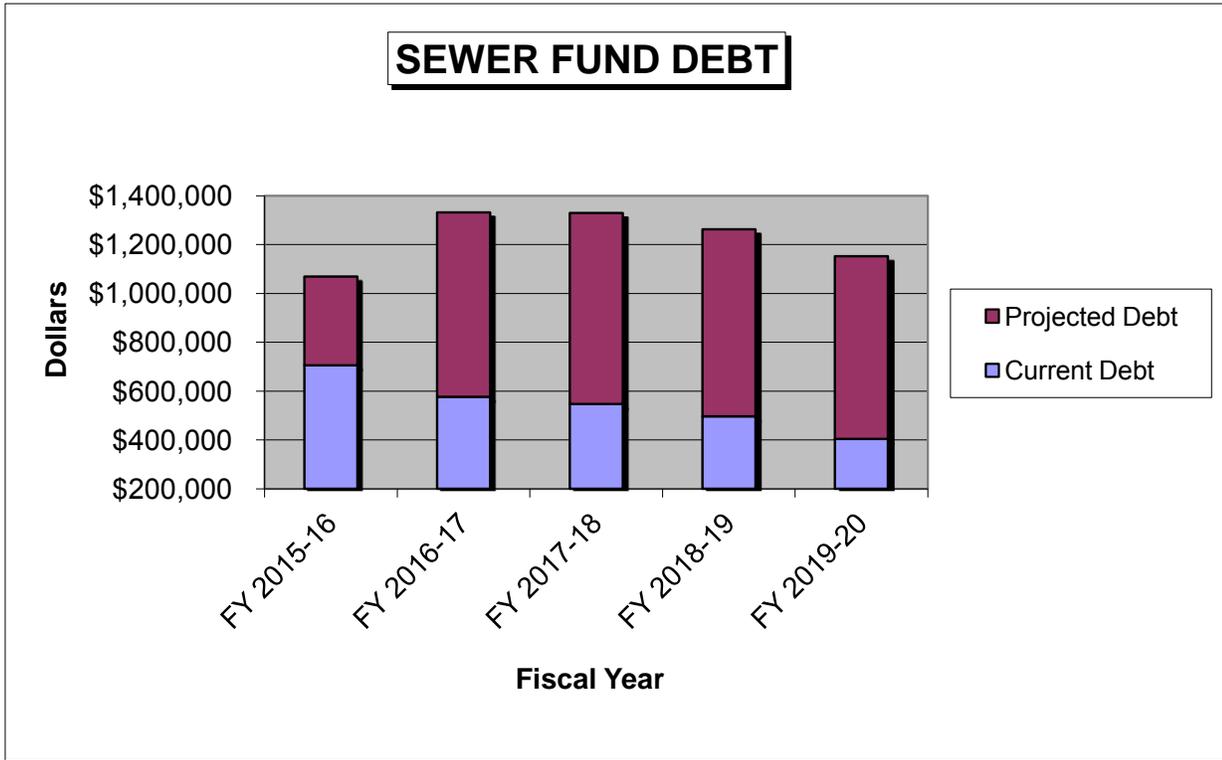
**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WATER METER REPLACEMENTS**

PROJECT DESCRIPTION	COST																				
<p>Water Meter Replacements (Phase 2):</p> <p>There are nearly 9,000 metered water services in the City of Watertown. The City has been since FY 2006-07 systematically upgrading the “manual read” to “radio read” units with much greater emphasis placed in the more recent years. In FY 2012-13 a 3 phased program was embraced with one phase in each of 3 fiscal years. Up to this point, to accomplish the routine readings it required 2 individuals each with their own City vehicle three months to read the residential meters once and the larger commercial meters three times each. With the 9,000 meters being the newer “radio reads,” one individual could accomplish the same task in one or perhaps two days. Through the course of the program, Departmental staffing and total vehicle count would reduce by 2 each once the replacement program is completed. On December 31, 2014, slightly more than half way through the replacement, each category has already been reduced by 1. This is the second of 3 installments for the program.</p> <div style="text-align: center; margin: 10px 0;"> <p>Meters Replaced per Fiscal Year (as of March 17, 2015)</p> <table border="1" style="margin: auto; border-collapse: collapse;"> <caption>Data for Meters Replaced per Fiscal Year</caption> <thead> <tr> <th>Fiscal Year</th> <th>Meters Replaced</th> </tr> </thead> <tbody> <tr><td>2006-07</td><td>~50</td></tr> <tr><td>2007-08</td><td>~300</td></tr> <tr><td>2008-09</td><td>~450</td></tr> <tr><td>2009-10</td><td>~450</td></tr> <tr><td>2010-11</td><td>~450</td></tr> <tr><td>2011-12</td><td>~350</td></tr> <tr><td>2012-13</td><td>~550</td></tr> <tr><td>2013-14</td><td>1,100</td></tr> <tr><td>2014-15</td><td>2,000</td></tr> </tbody> </table> </div> <p>WATER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250 SEWER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250</p>	Fiscal Year	Meters Replaced	2006-07	~50	2007-08	~300	2008-09	~450	2009-10	~450	2010-11	~450	2011-12	~350	2012-13	~550	2013-14	1,100	2014-15	2,000	<p>\$650,000</p>
Fiscal Year	Meters Replaced																				
2006-07	~50																				
2007-08	~300																				
2008-09	~450																				
2009-10	~450																				
2010-11	~450																				
2011-12	~350																				
2012-13	~550																				
2013-14	1,100																				
2014-15	2,000																				
TOTAL	\$650,000																				

DEBT

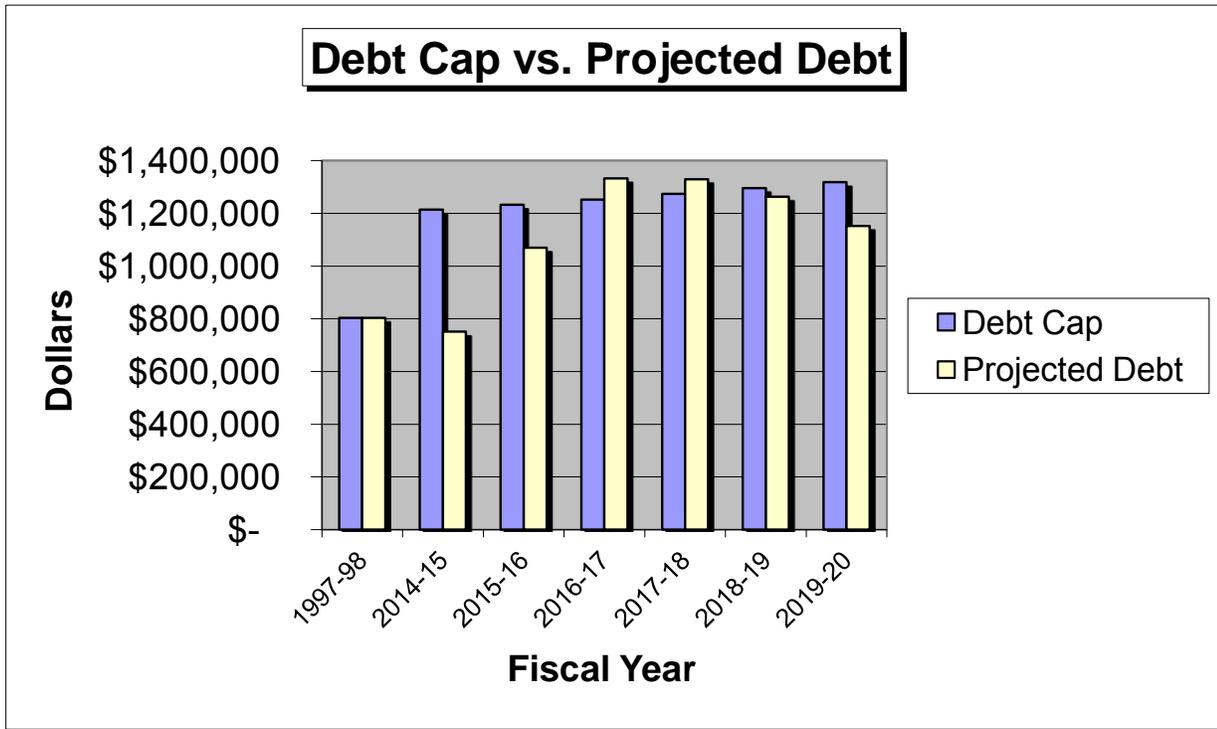
SEWER FUND

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Current Debt	\$ 705,559	\$ 576,878	\$ 546,910	\$ 497,124	\$ 403,734
Projected New Debt	363,950	755,487	783,127	765,754	748,382
TOTAL	\$ 1,069,509	\$ 1,332,365	\$ 1,330,036	\$ 1,262,878	\$ 1,152,116



SEWER FUND DEBT CAP

<u>Fiscal Year</u>		<u>Debt Cap</u>	<u>Actual / Projected Debt</u>
1997-98	base year	\$ 803,836	\$ 803,836
2014-15	actual	\$ 1,214,839	\$ 751,060
2015-16	actual	\$ 1,232,633	\$ 1,069,509
2016-17	projected	\$ 1,252,629	\$ 1,332,365
2017-18	projected	\$ 1,274,159	\$ 1,330,036
2018-19	projected	\$ 1,296,059	\$ 1,262,878
2019-20	projected	\$ 1,318,336	\$ 1,152,116



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.

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 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Wastewater Treatment Plant debt applicable to DANC	\$ 195,521	\$ 216,795	\$ 317,882	\$ 309,986	\$ 306,267

**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

		<u>Funding Source</u>	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
SEWER FUND							
Facility Improvements							
Sludge disposal process modification program	Debt	\$ 2,800,000	\$ -	\$ -	\$ -	\$ -	\$ -
Boiler replacement (Digester building)	Operating Transfer	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
Tank chain, sprockets and appetencies	Operating Transfer	\$ -	\$ 108,000	\$ -	\$ 24,000	\$ 25,000	\$ -
Total Facility Improvements		\$ 2,875,000	\$ 108,000	\$ -	\$ 24,000	\$ 25,000	\$ -
Vehicles and Equipment							
Meter replacement program	Debt	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ -	\$ -
Double axle dump truck (sludge disposal)	Debt	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -
Front end loader (sludge disposal)	Debt	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ -
Trailer Mounted Sewer Jet (50% with Storm Sewer)	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Variable speed drive raw sewage lift pumps (2)	Operating Transfer	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Single axle dump truck	Operating Transfer	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -
Pick-up Truck with Liftgate and Crane	Operating Transfer	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Pretreatment SUV	Operating Transfer	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Trailer Mounted Trash Pump	Operating Transfer	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Automatic Transfer Switch and Cables	Operating Transfer	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Hydraulic Excavator (used) (50% with sanitary sewer)	Operating Transfer	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ -
4WD Backhoe with attachments	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Front end loader (wet side operations)	Operating Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Total Vehicles and Equipment		\$ 605,000	\$ 670,000	\$ -	\$ 85,000	\$ 265,000	\$ -
Sanitary Sewers							
Cooper Street Outfall Replacement	Debt	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ -
Flower Avenue East	Debt	\$ -	\$ -	\$ -	\$ -	\$ 785,000	\$ -
Harrison Street (Riggs Ave. Phase II)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 675,000	\$ -
Newell Street (Engine Street to Whitewater Way)	Debt	\$ -	\$ -	\$ -	\$ -	\$ 527,000	\$ -
Engine Street CSO Phase I - Flower Ave West reconstruction	Debt	\$ -	\$ -	\$ -	\$ -	\$ 380,000	\$ -
Western Outfall Trunk Sewer rehabilitation	Debt	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Total Sanitary Sewers		\$ 225,000	\$ -	\$ -	\$ -	\$ 3,867,000	\$ -
SEWER FUND GRAND TOTAL							
		\$ 3,705,000	\$ 778,000	\$ -	\$ 109,000	\$ 4,157,000	\$ -
Facility Improvements							
		\$ 2,875,000	\$ 108,000	\$ -	\$ 24,000	\$ 25,000	\$ -
Vehicles and Equipment							
		\$ 605,000	\$ 670,000	\$ -	\$ 85,000	\$ 265,000	\$ -
Sanitary Sewers							
		\$ 225,000	\$ -	\$ -	\$ -	\$ 3,867,000	\$ -
Sewer Fund Grand Total by Category		\$ 3,705,000	\$ 778,000	\$ -	\$ 109,000	\$ 4,157,000	\$ -
Debt							
Debt		\$ 1,530,000	\$ 325,000	\$ -	\$ -	\$ 3,867,000	\$ -
Operating fund transfer							
Operating Transfer		75,000	453,000	-	109,000	290,000	-
Grant							
Grant		2,100,000	-	-	-	-	-
Reserve fund transfer							
Capital Reserve Fund		-	-	-	-	-	-
Sewer Fund Grand Total By Funding Sources		\$ 3,705,000	\$ 778,000	\$ -	\$ 109,000	\$ 4,157,000	\$ -

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
VEHICLES AND EQUIPMENT
WATER METER REPLACEMENTS**

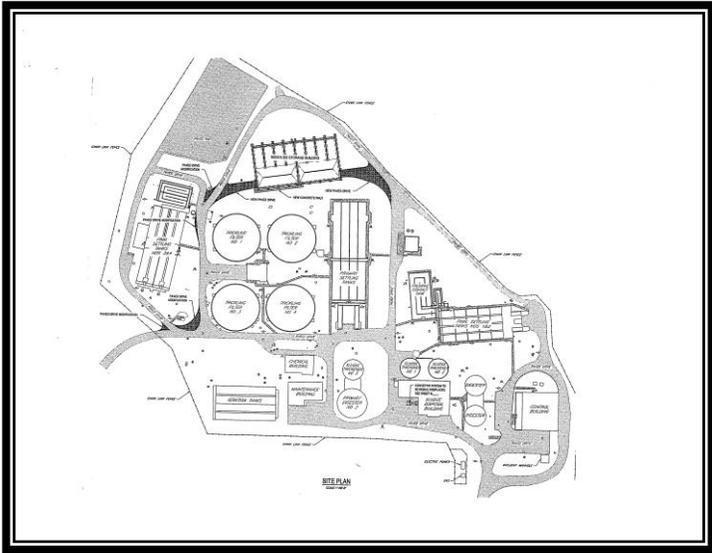
PROJECT DESCRIPTION	COST																				
<p>Water Meter Replacements (Phase 2):</p> <p>There are nearly 9,000 metered water services in the City of Watertown. The City has been since FY 2006-07 systematically upgrading the “manual read” to “radio read” units with much greater emphasis placed in the more recent years. In FY 2012-13 a 3 phased program was embraced with one phase in each of 3 fiscal years. Up to this point, to accomplish the routine readings it required 2 individuals each with their own City vehicle three months to read the residential meters once and the larger commercial meters three times each. With the 9,000 meters being the newer “radio reads,” one individual could accomplish the same task in one or perhaps two days. Through the course of the program, Departmental staffing and total vehicle count would reduce by 2 each once the replacement program is completed. On December 31, 2014, slightly more than half way through the replacement, each category has already been reduced by 1. This is the second of 3 installments for the program.</p> <div style="text-align: center;"> <p>Meters Replaced per Fiscal Year (as of March 17, 2015)</p> <table border="1"> <caption>Data for Meters Replaced per Fiscal Year</caption> <thead> <tr> <th>Fiscal Year</th> <th>Meters Replaced</th> </tr> </thead> <tbody> <tr><td>2006-07</td><td>~50</td></tr> <tr><td>2007-08</td><td>~300</td></tr> <tr><td>2008-09</td><td>~450</td></tr> <tr><td>2009-10</td><td>~450</td></tr> <tr><td>2010-11</td><td>~450</td></tr> <tr><td>2011-12</td><td>~350</td></tr> <tr><td>2012-13</td><td>~550</td></tr> <tr><td>2013-14</td><td>~1,100</td></tr> <tr><td>2014-15</td><td>~2,000</td></tr> </tbody> </table> </div> <p>WATER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250 SEWER FUND \$ 325,000 10 serial bond; FY 2016-17 debt service of \$42,250</p>	Fiscal Year	Meters Replaced	2006-07	~50	2007-08	~300	2008-09	~450	2009-10	~450	2010-11	~450	2011-12	~350	2012-13	~550	2013-14	~1,100	2014-15	~2,000	<p>\$650,000</p>
Fiscal Year	Meters Replaced																				
2006-07	~50																				
2007-08	~300																				
2008-09	~450																				
2009-10	~450																				
2010-11	~450																				
2011-12	~350																				
2012-13	~550																				
2013-14	~1,100																				
2014-15	~2,000																				
TOTAL	\$650,000																				

**FISCAL YEAR 2015-2016
CAPITAL BUDGET
FACILITY IMPROVEMENT
WASTEWATER TREATMENT FACILITY**

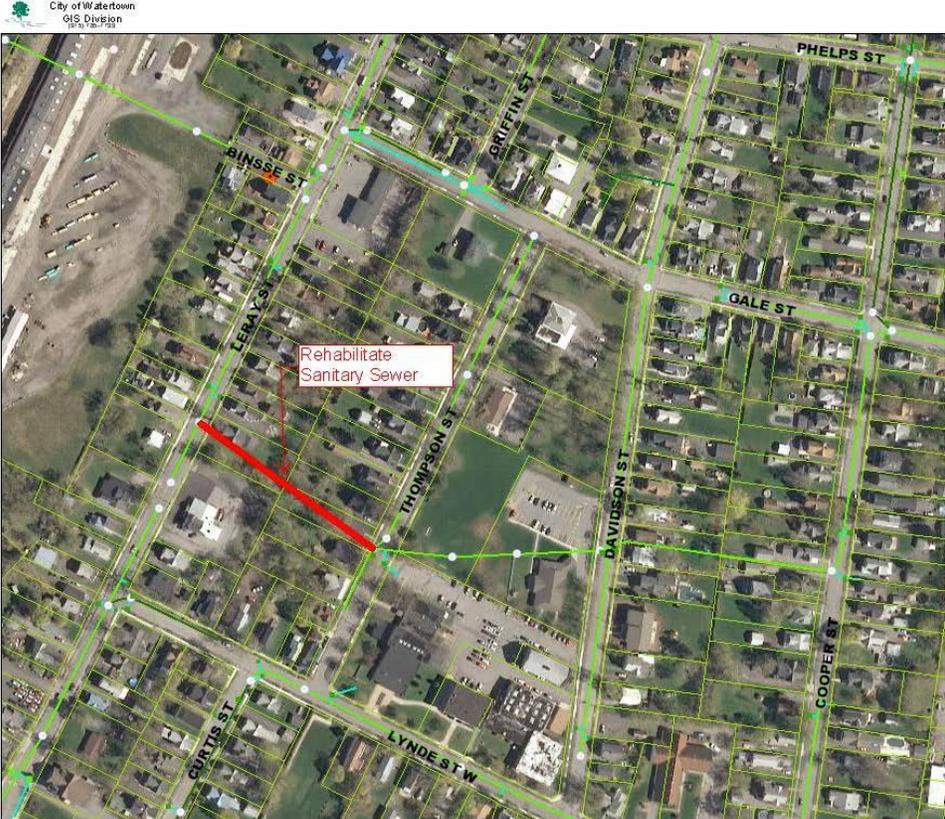
PROJECT DESCRIPTION	COST
<p>Boiler replacement (Digester building):</p> <p>The existing boiler is a Weil-McLain installed in 1964 with the original construction of the Primary Facility. It has been in continuous operation since that time. It is a dual gas, excess air boiler which runson either National Grid methane gas or the City’s anaerobic digester natural gas. Even though it’s still in operation it has significantly out lived it service life. Repairs are more frequent. It is more difficult to find repair parts or to get something off model that will match. Sustained reliability is no longer certain. Successful safety inspections too are becoming problematic with rebuilds or upgrades to the existing unit impracticable.</p>  <p>Funding to support this project will be through a transfer from the Sewer Fund (G.9950.0900).</p>	<p>\$75,000</p>
TOTAL	\$75,000

FISCAL YEAR 2015-2016 CAPITAL BUDGET FACILITY IMPROVEMENT WASTEWATER TREATMENT FACILITY

PROJECT DESCRIPTION	COST
<p>Sludge Disposal Process Modification Program (phase 1A):</p> <p>This Program was first presented during the CY 2012 Consolidated Funding Application (CFA) cycle and was awarded \$585,646 for the preparation of a preliminary design report, and subsequently develop the design, contract drawings and project specifications. An \$8,000,000 Capital Project was focused upon that required further grant support to proceed. The \$8,000,000 was not the full project, but rather the First Phase of a larger whole with the Phase 1 component specifically tailored to match the funding goals of NY State during its CY 2013 CFA cycle. The grant package was submitted in the CY 2013 CFA Cycle but was denied in spite of the fact that it met all criteria of the CY 2013 program. The intent to resubmit in CY 2014 was frustrated by a change in goals of the program that excluded our project from qualifying.</p> <p>The First Phase has been further segmented with the leading component being this Phase 1A estimated at \$2,800,000 – the minimum project that could proceed, achieve a significant carbon footprint reduction and enable the discontinuance of sewage sludge incineration (the first driving goal of the overall project). In addition, the project would rebuild the sludge conveyor systems, install a boiler system to provide facility heat once the incinerator is decommissioned and build a dewatered sludge containment facility to enable sludge storage in the off season of land application cycles (the alternative sludge disposal scheme). The incineration process must be taken off line in CY 2016 to remain on schedule with USEPA imposed requirements.</p> <p>The project also calls for the acquisition of an articulating body front end loader and a dump truck as necessary equipment to commence the modified sludge disposal operation at an additional estimated cost of \$280,000.</p> <p>Funding to support this project will be through the issuance of a 15 year serial bond with projected FY 2016-17 debt service of \$335,067.</p>	<p>\$3,080,000</p>
TOTAL	\$3,080,000



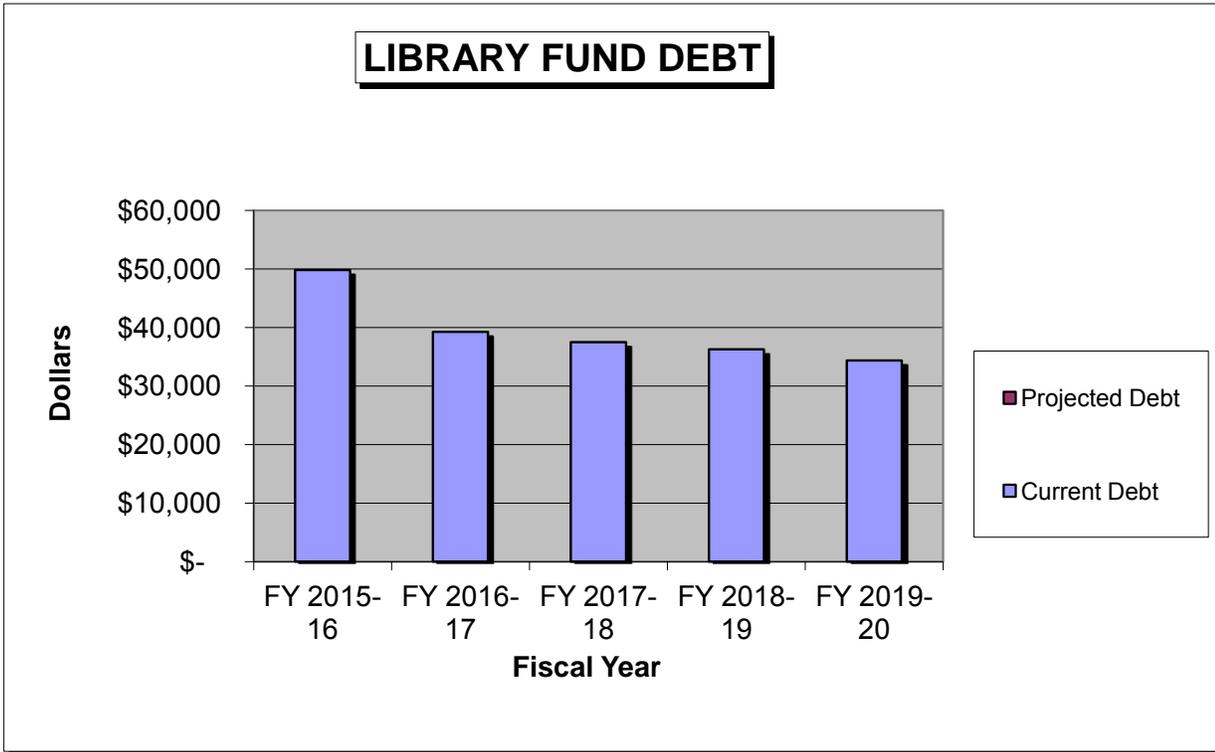
FISCAL YEAR 2015-2016 CAPITAL BUDGET INFRASTRUCTURE SANITARY SEWER

PROJECT DESCRIPTION	COST
<p>Cooper St. Outfall Replacement: Thompson St. to Leray St.</p> <p>Replacement and rehabilitation of a major sanitary trunk sewer severely deteriorated from root intrusion and crushed pipe. The project may include limited storm sewer improvements as well.</p> <p>GENERAL FUND \$225,000 SANITARY SEWER \$225,000</p> <div style="text-align: left; margin-top: 20px;">  </div> <p>Funding to support this project will be through the issuance of a 10 year serial bond with projected FY 2016-17 debt service of \$29,250 for both the General Fund and Sewer Fund.</p>	<p>\$450,000</p>
TOTAL	\$450,000

DEBT

LIBRARY FUND

	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Current Debt	\$ 49,797	\$ 39,258	\$ 37,497	\$ 36,246	\$ 34,376
Projected New Debt	-	-	-	-	-
TOTAL	<u>\$ 49,797</u>	<u>\$ 39,258</u>	<u>\$ 37,497</u>	<u>\$ 36,246</u>	<u>\$ 34,376</u>



**CITY OF WATERTOWN
CAPITAL BUDGET
FY 2015/16 - FY 2019/20**

LIBRARY FUND	<u>Funding Source</u>	<u>FY 2015-16</u>	<u>FY 2016-17</u>	<u>FY 2017-18</u>	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Facility Improvements						
Mezzanine stained glass rehabilitation	Operating Transfer	\$ -	\$ 24,000	\$ -	\$ -	\$ -
Hot water piping replacement	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -
Lighting project in historical part of building	Operating Transfer	\$ -	\$ 49,500	\$ -	\$ -	\$ -
Carpet replacement - lower floor and childrens area	Operating Transfer	\$ -	\$ 41,500	\$ -	\$ -	\$ -
Building addition interior painting	Operating Transfer	\$ -	\$ -	\$ 21,000	\$ -	\$ -
Window replacements	Operating Transfer	\$ -	\$ -	\$ -	\$ 19,000	\$ -
Total Facility Improvements		\$ -	\$ 465,000	\$ 21,000	\$ 19,000	\$ -
Vehicles and Equipment						
		\$ -	\$ -	\$ -	\$ -	\$ -
Total Vehicles and Equipment		\$ -				
LIBRARY FUND GRAND TOTAL						
		\$ -	\$ 465,000	\$ 21,000	\$ 19,000	\$ -
Facility Improvements		\$ -	\$ 465,000	\$ 21,000	\$ 19,000	\$ -
Vehicles and Equipment		\$ -	\$ -	\$ -	\$ -	\$ -
Library Fund Grand Total by Category		\$ -	\$ 465,000	\$ 21,000	\$ 19,000	\$ -
Debt	Debt	\$ -	\$ 350,000	\$ -	\$ -	\$ -
Operating fund transfer	Operating Transfer	-	115,000	21,000	19,000	-
Grant	Grant	-	-	-	-	-
Reserve fund transfer	Capital Reserve Fund	-	-	-	-	-
Library Fund Grand Total By Funding Sources		\$ -	\$ 465,000	\$ 21,000	\$ 19,000	\$ -
		-	-	-	-	-

MULTI
YEAR
FINANCIAL
PLAN

Disclaimer

Although this document was prepared under the highest professional standards, the City of Watertown, New York, including its officers, employees, and agents, does not guarantee the accuracy or completeness of any information contained herein and as such specifically disclaims all warranties, expressed or implied, with respect to the use of this information or any results with respect thereto.

This multi-year financial plan consists of management's assumptions, estimates, forecasts, and analyses. Management makes no representation to the fitness, merchantability, or use of such information for any purpose.

The information contained herein shall in no way be construed to represent an offer, ability, or willingness on the part of the City of Watertown, including its officers, employees, and agents, to enter into or provide funding for a contract with any person or organization including but not limited to, vendors and employees.

The information contained herein shall in no way be construed to constitute a recommendation, or be relied upon, with respect to any personal or business decision, including but not limited to, the purchase or sale of debt issued by the City.

Introduction

Although the City's distribution from New York State's Aid and Incentives for Municipalities (AIM) program is no longer contingent upon the City preparing a multi-year financial plan the City continues to prepare the multi-year financial plan as it is a critical component to its financial planning for the future of the City.

This plan uses the 2015-16 Budget as the base year from which forecasts were calculated. The report also includes actual financial data for the four prior fiscal years (2011-12 through estimated 2014-15). 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 2015-16 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 2015-16

The amounts presented as the 2014-15 estimated figures were based on the actual revenue and expenditure amounts as of February 28, 2015 projected to June 30, 2015 based upon our current knowledge, trends and expectations.

Cost of Living Increase

Wherever a cost of living increase was calculated into an estimate, the percentage used (1.99%) 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 fiscal year 2015-16 level in the initial surplus/deficit forecast for fiscal years 2016-17 through 2019-20. 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 2016-17 through 2019-20.

Taxable Assessed Valuation

Based on discussions with the City Assessor taxable assessed values for fiscal year 2016-17 through 2019-20 are expected to increase 1% annually.

State Aid Revenue Sharing

State Aid revenue sharing for the fiscal years 2016-17 through 2019-20 was held constant at the FY 2015-16 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 2015-16 staffing levels are planned at this time.

Employee Benefits

The Employees' Retirement System rates used for the forecasted fiscal years were held constant at the same 18.8% rate used for fiscal year 2015-16 budget based upon a discussion held with the NYS Retirement System. The Police and Fire Retirement System rate used for the forecasted fiscal years was also held constant at the same 24.7% rate used for fiscal year 2015-16 budget.

Health insurance costs were forecasted to increase 6.45% for fiscal year 2016-17, 6.50% for fiscal year 2017-18, 6.45% for fiscal year 2018-19 and 6.80% for fiscal year 2019-20.

Debt Service

Debt Service costs were obtained from the City's debt schedules plus projected debt service costs related to the five year capital budget.

**City of Watertown
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
Major Fund Summary**

	Actual		2013-14	Estimated	Adopted	Forecast			
	2011-12	2012-13		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
General Fund									
Revenues	\$36,713,100	\$40,339,196	\$37,863,001	\$38,846,406	\$39,325,329	\$39,949,597	\$40,626,111	\$41,297,416	\$41,989,310
Expenditures by Object	\$37,830,571	\$37,789,388	\$38,825,886	\$39,071,617	\$41,085,325	\$43,935,499	\$44,377,543	\$45,740,831	\$46,641,544
Surplus (Deficit)	(\$1,117,471)	\$2,549,808	(\$962,885)	(\$225,211)	(\$1,759,996)	(\$3,985,902)	(\$3,751,432)	(\$4,443,415)	(\$4,652,234)
Unreserved Fund Balance	\$9,972,732	\$9,714,663	\$9,709,208	\$10,484,043	\$9,305,507	\$6,016,004	\$2,761,673	(\$1,655,446)	(\$6,287,438)
Water Fund									
Revenues	\$4,707,612	\$4,856,320	\$5,056,741	\$5,048,134	\$5,072,500	\$5,176,142	\$5,181,246	\$5,192,546	\$5,212,753
Expenditures by Object	\$4,793,938	\$4,671,577	\$5,164,766	\$4,964,442	\$5,246,790	\$5,421,749	\$5,360,847	\$5,522,874	\$5,452,979
Surplus (Deficit)	(\$86,326)	\$184,743	(\$108,025)	\$83,692	(\$174,290)	(\$245,606)	(\$179,601)	(\$330,327)	(\$240,225)
Unreserved Fund Balance	\$907,662	\$973,080	\$1,065,930	\$1,172,490	\$998,200	\$751,594	\$570,493	\$237,666	(\$5,060)
Sewer Fund									
Revenues	\$4,482,177	\$5,485,794	\$5,255,601	\$5,504,658	\$6,042,500	\$5,964,646	\$5,912,444	\$5,761,732	\$5,992,097
Expenditures by Object	\$4,953,626	\$5,986,250	\$5,315,913	\$5,403,540	\$6,117,893	\$6,791,288	\$6,462,683	\$6,598,848	\$6,778,410
Surplus (Deficit)	(\$471,449)	(\$500,456)	(\$60,312)	\$101,118	(\$75,393)	(\$826,642)	(\$550,239)	(\$837,116)	(\$786,313)
Unreserved Fund Balance	\$1,971,830	\$1,344,360	\$1,220,295	\$1,333,084	\$1,257,531	\$428,389	(\$124,350)	(\$963,966)	(\$1,755,279)
All Major Funds									
Revenues	\$45,902,889	\$50,681,310	\$48,175,343	\$49,399,198	\$50,440,329	\$51,090,386	\$51,719,801	\$52,251,695	\$53,194,160
Expenditures by Object	\$47,578,135	\$48,447,215	\$49,306,565	\$49,439,599	\$52,450,008	\$56,148,535	\$56,201,073	\$57,862,553	\$58,872,932
Surplus (Deficit)	(\$1,675,246)	\$2,234,095	(\$1,131,222)	(\$40,401)	(\$2,009,679)	(\$5,058,150)	(\$4,481,272)	(\$5,610,858)	(\$5,678,772)
Unreserved Fund Balance	\$12,852,224	\$12,032,103	\$11,995,433	\$12,989,617	\$11,561,238	\$7,195,987	\$3,207,816	(\$2,381,747)	(\$8,047,777)

City of Watertown
 Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
 Property Tax Worksheet

	Actual				Adopted 2015-16	Projected				Avg. Annual Increase 2010- present	Assumptions 2015/16 - 2018/19				Description
	2011-12	2012-13	2013-14	2014-15		2016-17	2017-18	2018-19	2019-20		2016-17	2017-18	2018-19	2019-20	
Levy and Assessed Value / Rate															
Levy	\$ 7,287,119	\$ 7,356,352	\$ 7,506,604	\$ 8,259,585	\$ 8,414,664	\$8,414,664	\$8,414,664	\$8,414,664	\$8,414,664	4%	0%	0%	0%	0%	Levy held constant to determine financial effect
Assessed Value of Taxable Property	\$ 1,009,575,758	\$ 1,020,156,961	\$ 1,028,442,627	\$ 1,033,766,939	\$ 1,037,341,589	\$1,047,715,005	\$1,058,192,155	\$1,068,774,076	\$1,079,461,817	1%	1%	1%	1%	1%	Per City Assessor
Tax Rate per \$1,000 of Assessed Value	\$ 7.218	\$ 7.211	\$ 7.299	\$ 7.976	\$ 8.1017	\$8.031	\$7.952	\$7.873	\$7.795	3%	-1%	-1%	-1%	-1%	Calculated from levy and assessed value
Full Value and FV Rate															
Equalization Rate (available from ORPS)	95.00	89.00	88.00	88.00	88.00	86.00	84.00	82.00	80.00	-2%	-2%	-2%	-2%	-2%	Per City Assessor
Full Market Value of Taxable Property (000's)	\$ 1,062,711,324	\$ 1,146,243,776	\$ 1,168,684,803	\$ 1,174,735,158	\$ 1,178,797,260	\$ 1,218,273,262	\$ 1,259,752,565	\$ 1,303,383,020	\$ 1,349,327,272	3%	3%	3%	3%	4%	Calculated from assessed value and equalization rate
Tax Rate per \$1000 of Full Value	\$ 6.857	\$ 6.418	\$ 6.423	\$ 7.031	\$ 7.138	\$ 6.907	\$ 6.680	\$ 6.456	\$ 6.236	1%	-3%	-3%	-3%	-3%	Calculated from levy and full value
Tax Limit															
Property Tax Limit	\$ 19,744,495	\$ 20,660,122	\$ 21,381,140	\$ 22,440,148	\$ 22,417,421	\$ 22,924,689	\$ 23,546,937	\$ 24,000,972	\$ 24,539,765	3%	2%	3%	2%	2%	2% of full value - 5-yr rolling avg
Exclusions to Tax Limit	\$ 6,024,590	\$ 5,774,767	\$ 5,573,236	\$ 4,284,964	\$ 4,625,402	\$ 6,238,388	\$ 5,645,731	\$ 5,913,608	\$ 5,458,662	-6%	35%	-10%	5%	-8%	Estimated amount of exclusions
Tax Levy Subject to Limit	\$ 1,262,529	\$ 1,581,585	\$ 1,933,368	\$ 3,974,621	\$ 3,789,262	\$ 2,176,276	\$ 2,768,933	\$ 2,501,056	\$ 2,956,002	32%	-43%	27%	-10%	18%	Calculated from levy minus exclusions
Percent of Tax Limit Exhausted	6.39%	7.66%	9.04%	17.71%	16.90%	9.49%	11.76%	10.42%	12.05%	28%	-44%	24%	-11%	16%	Calculated from tax levy subject to limit / limit

City of Watertown
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
General Fund Revenues

Revenues	Actual				Adopted 2015-16	Forecast				Avg. Annual Increase 2010- present	Assumptions 2015/16 - 2018/19				Description
	2011-12	2012-13	2013-14	2014-15		2016-17	2017-18	2018-19	2019-20		2016-17	2017-18	2018-19	2019-20	
Real Property Taxes*	\$7,307,193	\$7,425,474	\$7,601,672	\$8,235,213	\$8,406,979	\$8,407,164	\$8,407,164	\$8,407,164	\$8,407,164	4%	0%	0%	0%	0%	Held constant
Real Property Tax Items	292,557	316,811	324,324	349,674	327,000	332,673	338,460	344,361	350,380	3%	2%	2%	2%	2%	Projected PILOT payments based on agreements
Sales and Use Tax*	17,215,058	17,247,801	17,017,001	17,227,693	17,575,000	17,926,500	18,285,030	18,650,731	19,023,745	1%	2%	2%	2%	2%	Projected annual increases of 3%
Other Non-Prop Taxes	780,966	741,666	738,895	691,117	715,000	729,233	743,749	758,555	773,655	-2%	2%	2%	2%	2%	CPI
Departmental Income	4,321,481	4,624,828	5,492,777	5,813,658	5,186,575	5,619,836	5,861,274	6,089,039	6,328,750	5%	8%	4%	4%	4%	CPI or held constant depending on revenue item
Other Local Revenue	665,651	679,980	599,156	510,033	569,765	553,321	580,620	608,064	635,657	-3%	-3%	5%	5%	5%	CPI or held constant depending on revenue item
State Aid - AIM *	4,703,208	7,803,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	4,703,208	7%	0%	0%	0%	0%	Held constant
State Aid - Mortgage Tax *	307,384	480,981	363,701	253,264	350,000	356,967	364,073	371,321	378,712	10%	2%	2%	2%	2%	CPI
State Aid Other *	357,932	383,258	364,716	442,488	527,002	477,167	481,780	486,486	491,285	11%	-9%	1%	1%	1%	CPI or held constant depending on revenue item
Federal Aid*	299,957	267,936	201,432	307,556	480,800	471,138	485,926	501,179	516,910	18%	-2%	3%	3%	3%	CPI
Interfund Transfers	461,713	367,253	456,119	312,502	484,000	372,389	374,825	377,310	379,844	7%	-23%	1%	1%	1%	Decreasing transfers from Debt Service Fund
Total Revenues	\$36,713,100	\$40,339,196	\$37,863,001	\$38,846,406	\$39,325,329	\$39,949,597	\$40,626,111	\$41,297,416	\$41,989,310	2%	2%	2%	2%	2%	
Nonrecurring Revenues Included in Revenue, Above (List):*															
AIM advance	-	3,100,000	-	-	-	-	-	-	-						
Fed Aid, Public Safety Grants	111,265	110,515	187,442	128,877	-	-	-	-	-						
Nonrecurring Revenues	\$111,265	\$3,210,515	\$187,442	\$128,877	\$0	\$0	\$0	\$0	\$0						
Recurring Revenues	\$36,601,835	\$37,128,681	\$37,675,559	\$38,717,529	\$39,325,329	\$39,949,597	\$40,626,111	\$41,297,416	\$41,989,310						

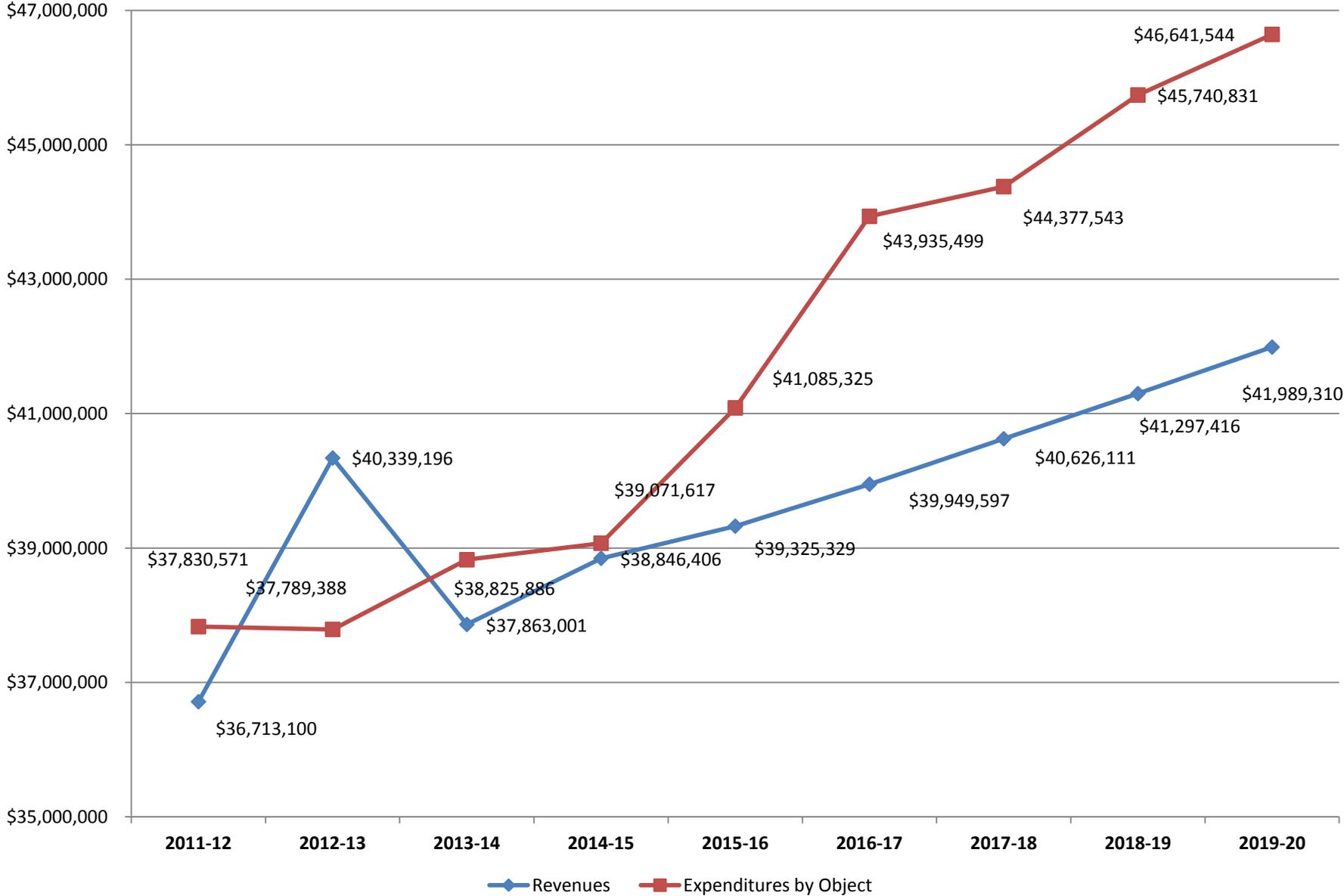
City of Watertown
 Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
 General Fund Expenditures

Expenditures by Object**	Actual				Adopted 2015-16	Forecast				Avg. Annual Increase 2010- present	Assumptions 2015/16 - 2018/19				Description
	2011-12	2012-13	2013-14	Estimate 2014-15		2016-17	2017-18	2018-19	2019-20		2016-17	2017-18	2018-19	2019-20	
Personal Services*	15,071,265	15,367,104	15,795,526	15,757,066	16,279,784	16,784,783	17,119,578	17,461,068	17,809,389	2%	3%	2%	2%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay*	1,842,327	788,929	1,581,147	918,243	1,245,325	2,297,400	1,532,500	991,000	584,000	9%	84%	-33%	-35%	-41%	CPI
Contractual*	5,298,917	5,902,054	5,653,566	6,261,504	6,934,920	7,083,259	6,972,138	7,106,091	7,242,709	7%	2%	-2%	2%	2%	CPI
Debt (Principal and Interest)*	3,303,602	2,762,927	2,644,204	2,588,808	3,086,348	3,387,396	3,734,050	4,495,389	4,586,988	-1%	10%	10%	20%	2%	Per actual debt schedule + projected capital projects
Employee Benefits*	10,729,783	11,489,400	11,857,239	12,162,331	12,249,250	13,069,044	13,681,255	14,324,370	15,030,158	3%	7%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds	1,584,677	1,478,974	1,294,204	1,383,665	1,289,698	1,313,679	1,338,138	1,363,083	1,388,525	-5%	2%	2%	2%	2%	CPI
Total Expenditures (by Object)	\$37,830,571	\$37,789,388	\$38,825,886	\$39,071,617	\$41,085,325	\$43,935,561	\$44,377,659	\$45,741,001	\$46,641,770	2%					
Expenditures By Function**															
General Governmental Support	\$4,033,169	\$4,105,848	\$4,005,186	\$4,310,399	\$4,572,552	\$4,776,542	\$4,834,994	\$4,949,580	\$5,069,284	3%	4%	1%	2%	2%	Result of analysis of expenditures by object
Public Safety	15,953,272	16,787,015	17,223,000	17,398,117	17,461,047	17,854,806	18,307,091	18,773,526	19,259,301	2%	2%	3%	3%	3%	Result of analysis of expenditures by object
Transportation	5,118,686	5,476,005	5,779,937	5,878,011	6,278,311	6,307,801	6,437,154	6,595,611	6,761,691	5%	0%	2%	2%	3%	Result of analysis of expenditures by object
Economic Opp & Developmt	73,700	58,700	52,450	50,000	52,500	53,545	54,611	55,698	56,807	-8%	2%	2%	2%	2%	Result of analysis of expenditures by object
Culture and Recreation	1,324,025	1,834,510	1,677,241	1,529,097	1,686,483	1,853,199	1,896,112	1,940,197	1,986,084	8%	10%	2%	2%	2%	Result of analysis of expenditures by object
Home and Community Services	1,328,790	1,300,095	1,175,820	1,332,339	1,442,161	1,423,133	1,461,098	1,500,333	1,541,852	2%	-1%	3%	3%	3%	Result of analysis of expenditures by object
Employee Benefits (retirees only)	3,429,619	3,670,833	3,661,549	3,828,788	4,050,706	4,310,667	4,589,517	4,884,190	5,214,844	4%	6%	6%	6%	7%	Result of analysis of expenditures by object
Debt Service	3,303,602	2,762,927	2,644,204	2,588,808	3,086,348	3,387,396	3,734,050	4,495,389	4,586,988	-1%	10%	10%	20%	2%	Result of analysis of expenditures by object
Interfund Transfers to Other Funds	3,265,708	1,793,455	2,606,499	1,752,611	2,047,823	3,561,079	2,820,638	2,304,083	1,922,525	-4%	74%	-21%	-18%	-17%	Result of analysis of expenditures by object
Other	-	-	-	403,447	407,394	407,394	242,394	242,394	242,394	#DIV/0!	0%	-41%	0%	0%	Includes contingency
Total Expenditures (by Function)	\$37,830,571	\$37,789,388	\$38,825,886	\$39,071,617	\$41,085,325	\$43,935,561	\$44,377,659	\$45,741,001	\$46,641,770	2%					
Nonrecurring Expenditures Included Above (List):															
Transfer to Capital Reserve Fund	-	3,100,000	-	-	-	-	-	-	-						
Fire / Police grant expenditures	123,628	122,794	208,269	143,197	-	-	-	-	-						
Nonrecurring Expenditures	\$123,628	\$3,222,794	\$208,269	\$143,197	\$0	\$0	\$0	\$0	\$0						

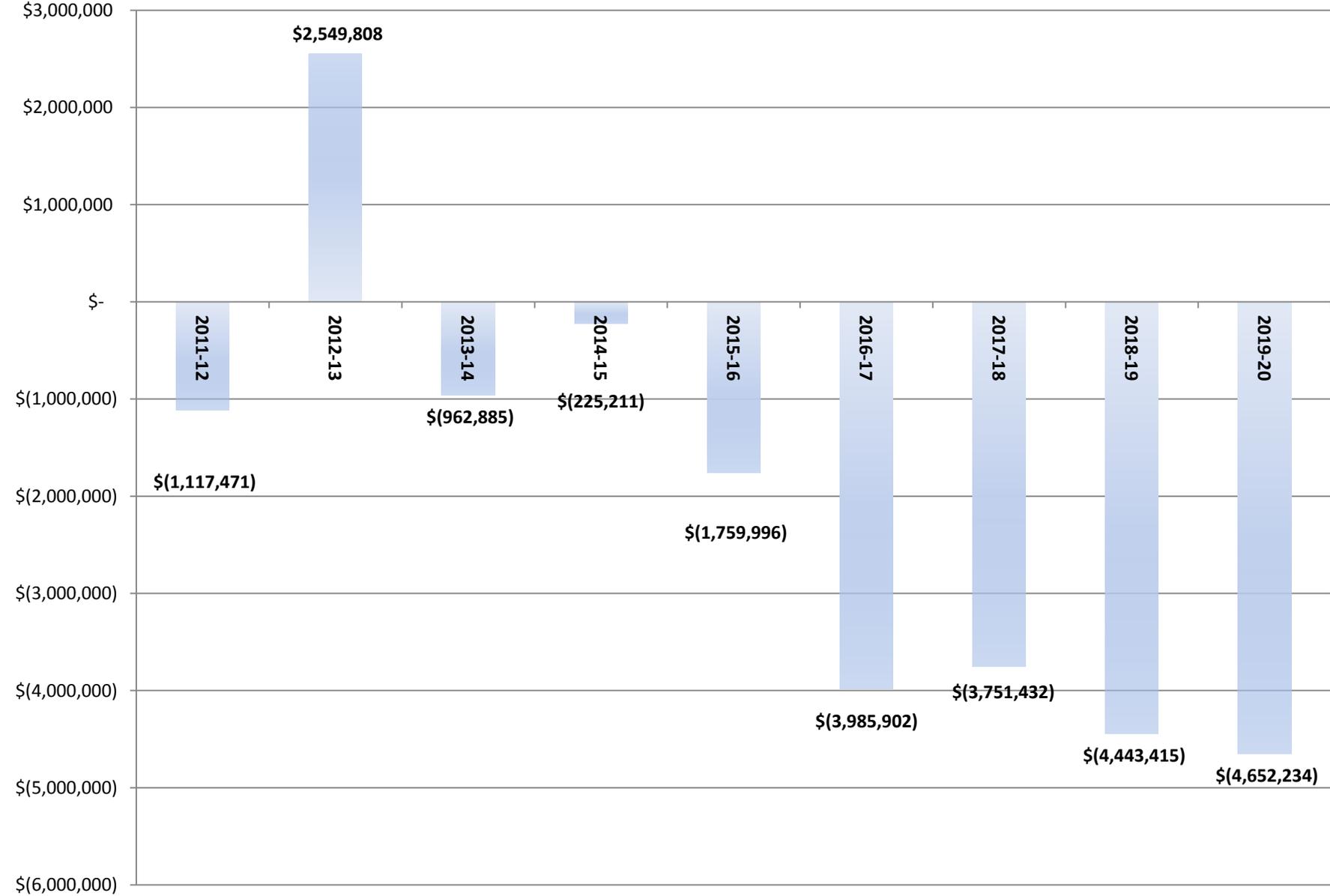
City of Watertown
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
General Fund Surplus (Deficit), Reserves, and Impact of Local Actions

	Actual		Estimate		Adopted 2015-16	Forecast			
	2011-12	2012-13	2013-14	2014-15		2016-17	2017-18	2018-19	2019-20
Surplus (Deficit)	\$ (1,117,471)	\$ 2,549,808	\$ (962,885)	\$ (225,211)	\$ (1,759,996)	\$ (3,985,902)	\$ (3,751,432)	\$ (4,443,415)	\$ (4,652,234)
Budgetary Reserves and Other Net Assets									
Fund Equity, Beg. of Year	\$ 11,901,035	\$ 10,823,321	\$ 13,425,400	\$ 12,462,515	\$ 12,811,943	\$ 11,051,947	\$ 7,066,045	\$ 3,314,613	\$ (1,128,802)
Prior Period Adjustment	\$ -	\$ -	\$ -	\$ 574,639	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Equity, End of Year	\$ 10,783,564	\$ 13,373,129	\$ 12,462,515	\$ 12,811,943	\$ 11,051,947	\$ 7,066,045	\$ 3,314,613	\$ (1,128,802)	\$ (5,781,036)
Reserved Fund Balance - Encumbrances	\$ 441,417	\$ 253,124	\$ 411,927	\$ 300,000	\$ 305,000	\$ 310,000	\$ 315,000	\$ 320,000	\$ 325,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 302,145	\$ 285,236	\$ 283,538	\$ 217,038	\$ 150,538	\$ 109,038	\$ 67,538	\$ 36,038	\$ 10,538
Reserved Fund Balance - Capital Reserve	\$ -	\$ 3,100,022	\$ 2,037,753	\$ 1,790,753	\$ 1,270,753	\$ 610,753	\$ 150,000	\$ 150,000	\$ 150,000
Reserved Fund Balance - Fairgrounds Stadium	\$ 67,270	\$ 20,084	\$ 20,089	\$ 20,109	\$ 20,149	\$ 20,250	\$ 20,402	\$ 20,606	\$ 20,864
Unreserved Fund Balance - Appropriated	\$ 1,581,027	\$ 1,564,310	\$ 600,000	\$ 1,173,496	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance - Unappropriated	\$ 8,391,705	\$ 8,150,353	\$ 9,109,208	\$ 9,310,547	\$ 9,305,507	\$ 6,016,004	\$ 2,761,673	\$ (1,655,446)	\$ (6,287,438)
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	24.72%	25.66%	24.99%	26.66%	23.29%	14.81%	6.69%	-3.94%	-14.68%
Potential Strategies to Promote Fiscal Balance									
<i>Describe Recurring Local Actions:</i>									
Increase property tax levy by 2% - FY 15/16						\$ 168,293	\$ 168,293	\$ 168,293	\$ 168,293
Increase property tax levy by 2% - FY 16/17						\$ -	\$ 171,659	\$ 171,659	\$ 171,659
Increase property tax levy by 2% - FY 17/18						\$ -	\$ -	\$ 175,092	\$ 175,092
Increase property tax levy by 2% - FY 18/19						\$ -	\$ -	\$ -	\$ 178,594
Reduce departmental operating expenses						\$ -	\$ -	\$ -	\$ -
Cut/delay proposed capital projects						\$ -	\$ -	\$ -	\$ -
Departmental income - increase fees						\$ -	\$ -	\$ -	\$ -
<i>Describe Nonrecurring Local Actions:</i>									
Appropriate unreserved fund balance					\$ 1,173,496	\$ 3,116,108	\$ 2,909,227	\$ 3,896,870	\$ 3,933,095
Appropriate debt reserve fund balance (sidewalk program)					\$ 66,500	\$ 41,500	\$ 41,500	\$ 31,500	\$ 25,500
Appropriate capital reserve fund balance					\$ 520,000	\$ 660,000	\$ 460,753	\$ -	\$ -
Total Effect of Potential Strategies to Promote Fiscal Balance					\$ 1,759,996	\$ 3,985,902	\$ 3,751,432	\$ 4,443,415	\$ 4,652,234
Fiscal Condition AFTER Adjusting for Effects of All Strategies to Promote Fiscal Balance									
New Surplus (Deficit)	\$ (1,117,471)	\$ 2,549,808	\$ (962,885)	\$ (225,211)	\$ (1,759,996)	\$ -	\$ -	\$ -	\$ -
Fund Equity, Beg. of Year	\$ 11,901,035	\$ 10,823,321	\$ 13,425,400	\$ 12,462,515	\$ 12,811,943	\$ 11,051,947	\$ 7,234,339	\$ 3,822,859	\$ (105,511)
Fund Equity, End of Year	\$ 10,783,564	\$ 13,373,129	\$ 12,462,515	\$ 12,811,943	\$ 11,051,947	\$ 7,234,339	\$ 3,822,859	\$ (105,511)	\$ (4,064,106)
Reserved Fund Balance - Encumbrances	\$ 441,417	\$ 253,124	\$ 411,927	\$ 300,000	\$ 305,000	\$ 310,000	\$ 315,000	\$ 320,000	\$ 325,000
Reserved Fund Balance-Sidewalk Program Debt	\$ 302,145	\$ 285,236	\$ 283,538	\$ 217,038	\$ 150,538	\$ 109,038	\$ 67,538	\$ 36,038	\$ 10,538
Reserved Fund Balance - Capital Reserve	\$ -	\$ 3,100,022	\$ 2,037,753	\$ 1,790,753	\$ 1,270,753	\$ 610,753	\$ 150,000	\$ 150,000	\$ 150,000
Reserved Fund Balance - Fairgrounds Stadium	\$ 67,270	\$ 20,084	\$ 20,089	\$ 20,109	\$ 20,149	\$ 20,250	\$ 20,402	\$ 20,606	\$ 20,864
Unreserved Fund Balance - Appropriated	\$ 1,581,027	\$ 1,564,310	\$ 600,000	\$ 1,173,496	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved Fund Balance	\$ 8,391,705	\$ 8,150,353	\$ 9,109,208	\$ 9,310,547	\$ 9,305,507	\$ 6,184,298	\$ 3,269,919	\$ (632,155)	\$ (4,570,508)
Unreserved Fund Balance as a Percentage of Subsequent Year's Revenue	24.72%	25.66%	24.99%	26.66%	23.29%	15.22%	7.92%	-1.51%	-10.67%

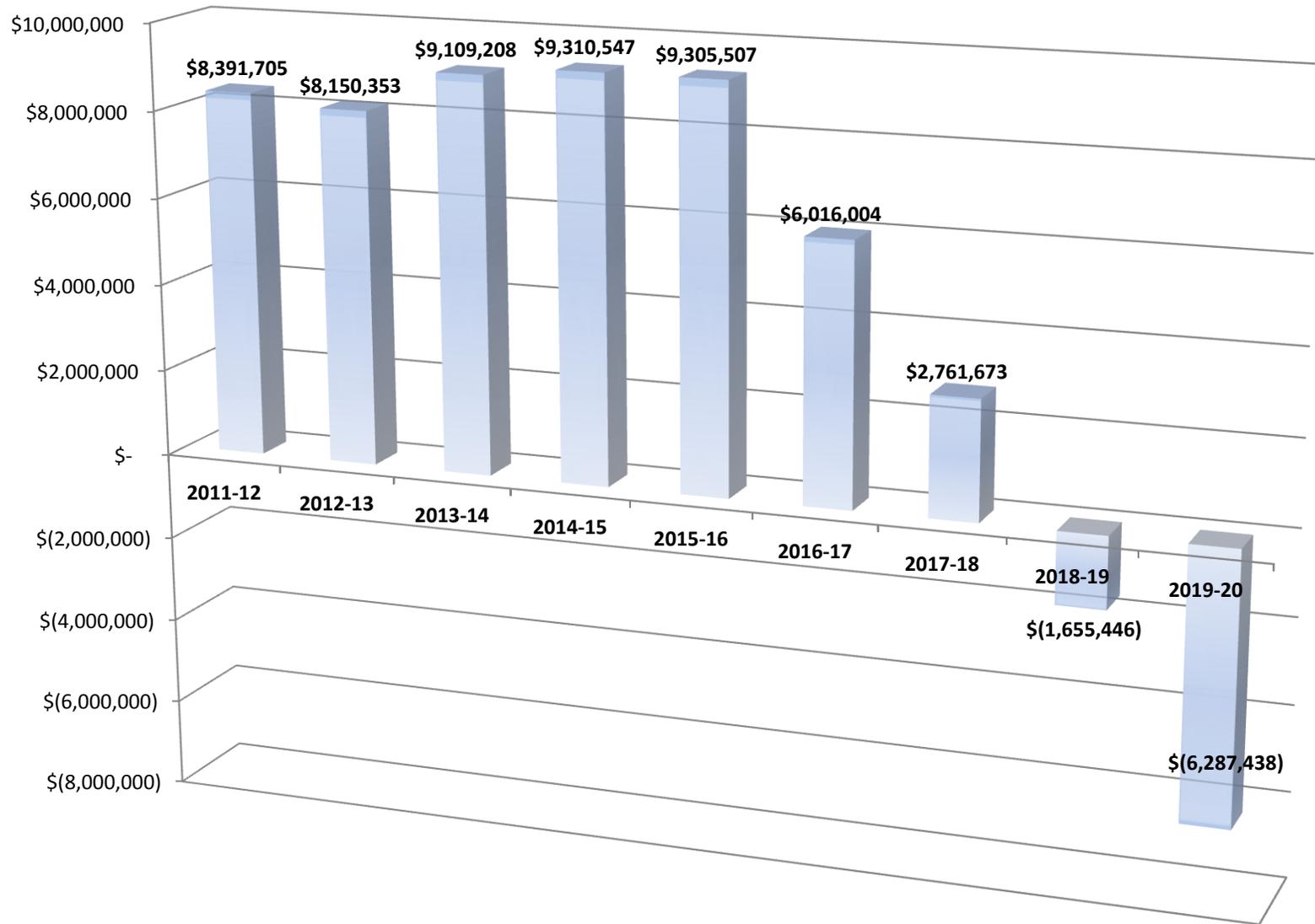
General Fund: Revenues and Expenditures



General Fund: Surplus (Deficit)



General Fund Unreserved - Unappropriated Ending Fund Balance (Actual and Projected)



City of Watertown
 Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
 Sewer Fund

	Actual				Estimate	Adopted	Forecast				Avg. Annual Increase	Assumptions 2015/16 - 2018/19				
	2011-12	2012-13	2013-14	2014-15	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2010-present	2016-17	2017-18	2018-19	2019-20	Description
Revenues																
Real Property Tax and Tax Items *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	N/A	N/A	N/A	N/A	N/A to Sewer Fund
Sewer Rents and Charges	\$ 5,382,398	\$ 5,150,731	\$ 5,079,707	\$ 5,387,776	\$ 5,960,000	\$ 5,960,000	\$ 5,883,126	\$ 5,830,904	\$ 5,680,171	\$ 5,910,515	3%	-1%	-1%	-3%	4%	Sewer rents held constant, adjusted DANC for debt service
Other (Interest, Penalties, Misc.)	\$ 85,845	\$ 104,870	\$ 107,241	\$ 115,882	\$ 81,500	\$ 81,500	\$ 80,520	\$ 80,540	\$ 80,561	\$ 80,582	1%	-1%	0%	0%	0%	Held constant
Interfund Transfers	\$ 17,551	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	#DIV/0!	0%	0%	0%	0%	Decreasing transfers from Debt Service Fund
Total Revenues	\$ 5,485,794	\$ 5,255,601	\$ 5,186,948	\$ 5,504,658	\$ 6,042,500	\$ 6,042,500	\$ 5,964,646	\$ 5,912,444	\$ 5,761,732	\$ 5,992,097	3%	-1%	-1%	-3%	4%	
Expenditures																
Personal Services*	\$ 1,039,092	\$ 1,127,723	\$ 1,196,093	\$ 1,234,665	\$ 1,284,143	\$ 1,284,143	\$ 1,316,247	\$ 1,342,572	\$ 1,369,423	\$ 1,396,811	5%	3%	2%	2%	2%	Known and estimated collective bargaining agreements
Equipment and Capital Outlay *	\$ 34,309	\$ 170,934	\$ 180,604	\$ 172,309	\$ 294,000	\$ 294,000	\$ -	\$ -	\$ -	\$ -	117%	-100%	#DIV/0!	#DIV/0!	#DIV/0!	CPI
Contractual *	\$ 1,760,889	\$ 2,092,365	\$ 2,005,444	\$ 2,295,511	\$ 2,484,485	\$ 2,484,485	\$ 2,533,942	\$ 2,584,384	\$ 2,635,830	\$ 2,688,300	9%	2%	2%	2%	2%	CPI
Debt Service (Principal and Interest) *	\$ 642,445	\$ 582,043	\$ 610,046	\$ 946,581	\$ 1,187,357	\$ 1,187,357	\$ 1,650,247	\$ 1,660,023	\$ 1,569,145	\$ 1,443,967	19%	39%	1%	-5%	-8%	Per debt schedules plus projected new debt
Employee Benefits *	\$ 679,875	\$ 1,092,027	\$ 823,726	\$ 694,473	\$ 777,908	\$ 777,908	\$ 822,853	\$ 860,704	\$ 900,451	\$ 944,332	8%	6%	5%	5%	5%	Projected increases for retirement and health insurance
Interfund Transfers to Other Funds *	\$ 797,016	\$ 921,158	\$ 500,000	\$ 60,000	\$ 90,000	\$ 90,000	\$ 468,000	\$ 15,000	\$ 124,000	\$ 305,000	-17%	420%	-97%	727%	146%	Projected capital project transfers
Total Expenditures	\$ 4,953,626	\$ 5,986,250	\$ 5,315,913	\$ 5,403,540	\$ 6,117,893	\$ 6,117,893	\$ 6,791,288	\$ 6,462,683	\$ 6,598,848	\$ 6,778,410	6%	11%	-5%	2%	3%	
Surplus (Deficit)	\$ 532,168	\$ (730,649)	\$ (128,965)	\$ 101,118	\$ (75,393)	\$ (75,393)	\$ (826,642)	\$ (550,239)	\$ (837,117)	\$ (786,313)						
Potential Strategies to Promote Fiscal Balance																
<i>Describe Local Actions</i>																
Increase sewer rates (FY 16/17 = 13.98%)							\$ 550,239	\$ 550,239	\$ 550,239	\$ 550,239						
Increase sewer rates (FY 17/18 = 0.0%)							\$ -	\$ (0)	\$ (0)	\$ (0)						
Increase sewer rates (FY 18/19 = 5.26%)							\$ -	\$ -	\$ 236,074	\$ 236,074						
Increase sewer rates (FY 19/20 = 0.0%)							\$ -	\$ -	\$ -	\$ (0)						
Appropriate debt reserve fund balance						\$ 2,340	\$ -	\$ -	\$ -	\$ -						
Appropriate fund balance						\$ 73,053	\$ 276,403	\$ -	\$ 50,804	\$ -						
<i>Describe Other Actions</i>																
Total Effect of Strategies to Promote Fiscal Balance						\$ 75,393	\$ 826,642	\$ 550,239	\$ 837,117	\$ 786,313						
Budgetary Reserves and Other Net Assets																
Fund Equity, Beg. of Year	\$ 1,636,752	\$ 2,168,920	\$ 1,438,271	\$ 1,309,306	\$ 1,410,424	\$ 1,410,424	\$ 1,335,031	\$ 508,389	\$ (41,850)	\$ (878,966)						
Fund Equity, End of Year	\$ 2,168,920	\$ 1,438,271	\$ 1,309,306	\$ 1,410,424	\$ 1,410,424	\$ 1,335,031	\$ 508,389	\$ (41,850)	\$ (878,966)	\$ (1,665,279)						
Reserved Fund Balance - Encumbrances	\$ 131,145	\$ 68,150	\$ 75,098	\$ 75,000	\$ 77,500	\$ 77,500	\$ 80,000	\$ 82,500	\$ 85,000	\$ 90,000						
Reserved Fund Balance - Debt Service	\$ 65,945	\$ 25,761	\$ 13,913	\$ 2,340	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance - Appropriated	\$ 468,380	\$ 167,298	\$ 40,074	\$ 73,053	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -						
Unreserved Fund Balance	\$ 1,503,450	\$ 1,177,062	\$ 1,180,221	\$ 1,260,031	\$ 1,257,531	\$ 1,257,531	\$ 428,389	\$ (124,350)	\$ (963,966)	\$ (1,755,279)						
Unreserved Fund Balance as % of next fiscal year revenues BEFORE rate adjustments	28.61%	22.69%	21.44%	20.85%	21.08%	21.08%	7.25%	-2.16%	-16.09%	-29.29%						
Fiscal Condition After Adjusting for Effects of All Strategies to Promote Fiscal Balance																
New Surplus (Deficit)						\$ (73,053)	\$ (276,403)	\$ -	\$ (50,804)	\$ -						
Fund Equity, Beg. of Year						\$ 1,410,424	\$ 1,335,031	\$ 1,058,628	\$ 1,058,628	\$ 1,007,824						
Fund Equity, End of Year						\$ 1,335,031	\$ 1,058,628	\$ 1,058,628	\$ 1,007,824	\$ 1,007,824						
Reserved Fund Balances						\$ 77,500	\$ 80,000	\$ 82,500	\$ 85,000	\$ 90,000						
Unreserved Fund Balance						\$ 1,257,531	\$ 978,628	\$ 976,128	\$ 922,824	\$ 917,824						
Unreserved Fund Balance as % of next fiscal year revenues AFTER rate adjustments	28.61%	22.69%	21.44%	20.85%	21.08%	21.08%	16.55%	16.94%	15.40%	15.32%						

**City of Watertown
Five Year Financial Plan, Fiscal Years 2015/16 through 2019/20
Employment / Salary Negotiations**

Bargaining Unit	Date of Contract	Length of Contract	Actual		Adopted			Forecast			
			2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Police	7/1/2014	3 years	2.00%	2.00%	2.00%	1.50%	2.50%	2.50%	2.00% *	2.00% *	2.00% *
Fire	7/1/2011	3 years	2.00%	2.00%	2.00%	2.00%	2.00% *	2.00% *	2.00% *	2.00% *	2.00% *
CSEA	7/1/2013	4 years	1.50%	2.00%	2.00%	1.50%	2.50%	2.50%	2.00% *	2.00% *	2.00% *
IBEW	7/1/2013	3 years	2.00%	2.50%	1.50%	1.50%	1.50%	2.00% *	2.00% *	2.00% *	2.00% *
Number of Employees*											
Total			482	472	478	443	442	442	442	442	442
Full-time			314	322	327	313	330	330	330	330	330
Part-time			54	46	46	38	35	35	35	35	35
Seasonal			114	104	105	92	77	77	77	77	77
Full-time equivalents (FTE's)			361	359	368	361	350	350	350	350	350

* Estimated percentage increase for purposes of preparing the financial forecast and does not in any way indicate the affordability of the percentage used.

EXEMPTION IMPACT REPORT

City of Watertown 2015 Exemption Impact Report

The following report has been designed to both meet the requirements of Real Property Tax Law §495 and to provide additional information to gauge the impact of exemptions.

Name - Legal Authority

Description

U.S.A. OWNED - RPTL §400(1)

Real property that is owned by the U.S. Government.

\$9,278,700 - 0.60%

of parcels 1

PILOT Payments \$0

Impact* \$7.71

STATE MANDATED

NYS OWNED - RPTL §404(1)

Real property owned by the State of New York or any of its departments or agencies.

\$20,317,250 - 1.32%

of parcels 39

PILOT Payments \$0

Impact* \$16.72

STATE MANDATED

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.

\$102,147,900 - 6.64%

of parcels 206

PILOT Payments \$0

Impact* \$78.00

STATE MANDATED

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.

\$42,170,250 - 2.74%

of parcels 51

PILOT Payments \$0

Impact* \$33.99

STATE MANDATED

SCHOOLPROP - RPTL §408

Real property owned by a school district or Board of Cooperative Educational Services (BOCES).

\$36,482,300 - 2.37%

of parcels 12

PILOT Payments \$0

Impact* \$29.56

STATE MANDATED

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.

\$15,747,900 - 1.02%

of parcels 8

PILOT Payments \$79,254

Impact* \$4.94

STATE MANDATED

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,414,664 (Final) .

City of Watertown 2015 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>NotForProfit-Char - RPTL §420-a \$7,722,700 - 0.50% # of parcels 8 PILOT Payments \$0 Impact* \$6.43 STATE MANDATED</p>	<p>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.</p>
<p>NotForProfit-Educ - RPTL §420-a \$17,147,000 - 1.11% # of parcels 4 PILOT Payments \$0 Impact* \$14.15 STATE MANDATED</p>	<p>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.</p>
<p>NotForProfit-Hosp - RPTL §420-a \$66,063,500 - 4.29% # of parcels 14 PILOT Payments \$0 Impact* \$52.10 STATE MANDATED</p>	<p>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.</p>
<p>NotForProfit-Moral - RPTL §420-a \$12,715,800 - 0.83% # of parcels 22 PILOT Payments \$0 Impact* \$10.54 STATE MANDATED</p>	<p>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.</p>
<p>NotForProfit-Relig - RPTL §420-a \$45,411,091 - 2.95% # of parcels 61 PILOT Payments \$0 Impact* \$36.49 STATE MANDATED</p>	<p>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.</p>
<p>HOSTEL - RPTL §422 \$2,371,450 - 0.15% # of parcels 19 PILOT Payments \$0 Impact* \$1.98 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>

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,414,664 (Final) .

City of Watertown 2015 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>NOPROF-HSG - RPTL §422 \$8,568,700 - 0.56% # of parcels 4 PILOT Payments \$0 Impact* \$7.13 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>NPROFNURSG - RPTL §422 \$21,170,700 - 1.38% # of parcels 1 PILOT Payments \$0 Impact* \$17.40 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>CEMTRYASSC - RPTL §446 \$285,500 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.24 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>Veterans Organization - RPTL §452 \$691,100 - 0.04% # of parcels 2 PILOT Payments \$0 Impact* \$0.58 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>CLERGY - RPTL §460 \$3,000 - 0.00% # of parcels 2 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>
<p>Religious Residence - RPTL §462 \$1,384,700 - 0.09% # of parcels 9 PILOT Payments \$0 Impact* \$1.16 STATE MANDATED</p>	<p>Real property that is owned by a religious corporation and is used by the officiating clergyman of that corporation for residential purposes.</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 \$107,271 and a tax levy of \$8,414,664 (Final) .

City of Watertown 2015 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

NOPROFMED - RPTL §486 & Ins L §4310(j)

\$1,530,800 - 0.10%

of parcels 2

PILOT Payments \$0

Impact* \$1.28

STATE MANDATED

Real property owned by nonprofit medical indemnity corporations, dental indemnity corporations, health service corporations, and hospital service corporations.

RAILROAD - RPTL §489-d, 489-dd

\$2,920,193 - 0.19%

of parcels 1

PILOT Payments \$0

Impact* \$2.44

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.

Sub Totals for State Mandated Exemptions

Exempt amount \$414,130,534

of parcels 467

% of assessment roll 26.90%

PILOT payments \$79,254.00

Impact* \$322.86

Name - Legal Authority

Description

PHFL Article 5 - PHFL §125, §127

\$9,337,850 - 0.61%

of parcels 5

PILOT Payments \$30,688

Impact* \$4.62

LOCAL OPTION

New or rehabilitated dwellings that are located in substandard or insanitary areas, owned by redevelopment companies, and used for low-income or moderate-income housing.

Housing Dev Fund CTS - PHFL §577(1),(3)

\$11,443,100 - 0.74%

of parcels 4

PILOT Payments \$0

Impact* \$9.49

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.

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Name - Legal Authority

Description

<p>Municipal Housing - Pub Hsng L §52(3), 52(5), 52(6) \$19,807,200 - 1.29% # of parcels 10 PILOT Payments \$42,000 Impact* \$12.04 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>Town O/S Limits - RPTL §406(2) \$250,000 - 0.02% # of parcels 1 PILOT Payments \$0 Impact* \$0.21 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>NotForProfit-Permis - RPTL §420-b \$831,300 - 0.05% # of parcels 2 PILOT Payments \$0 Impact* \$0.70 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>Home Imp 421-F City - RPTL §421-f \$167,115 - 0.01% # of parcels 7 PILOT Payments \$0 Impact* \$0.14 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>Home Imp 421-F City &S - RPTL §421-f \$505,194 - 0.03% # of parcels 38 PILOT Payments \$0 Impact* \$0.42 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 \$107,271 and a tax levy of \$8,414,664 (Final) .

City of Watertown 2015 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>% VET CT - RPTL §458 \$1,765,957 - 0.11% # of parcels 41 PILOT Payments \$0 Impact* \$1.48 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>VETFUNDC/T - RPTL §458 \$21,750 - 0.00% # of parcels 9 PILOT Payments \$0 Impact* \$0.02 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>VET COM CT - RPTL §458-a \$10,325,122 - 0.67% # of parcels 508 PILOT Payments \$0 Impact* \$8.58 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>VET DIS CT - RPTL §458-a \$6,203,771 - 0.40% # of parcels 252 PILOT Payments \$0 Impact* \$5.17 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>VET WAR CT - RPTL §458-a \$4,628,996 - 0.30% # of parcels 382 PILOT Payments \$0 Impact* \$3.87 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>AGED C/T - RPTL §467 \$44,018 - 0.00% # of parcels 2 PILOT Payments \$0 Impact* \$0.04 LOCAL OPTION</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 \$107,271 and a tax levy of \$8,414,664 (Final) .

City of Watertown 2015 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

AGED C/T/S - RPTL §467

\$2,405,870 - 0.16%

of parcels 87

PILOT Payments \$0

Impact* \$2.01

LOCAL OPTION

Real property that is owned by persons 65 years of age or older whose income does not exceed \$18,500.

Bus Improv 485-B - RPTL §485-b

\$8,262,704 - 0.54%

of parcels 32

PILOT Payments \$0

Impact* \$6.88

LOCAL OPTION

Newly constructed commercial and industrial facilities at a cost exceeding \$10,000 are exempt for 50% of new construction's value. Exemption decreases each year until fully taxable in year 11.

EDZ 485-E - RPTL §485-e

\$11,840,250 - 0.77%

of parcels 12

PILOT Payments \$0

Impact* \$9.82

LOCAL OPTION

Real property that is located in a designated empire zone and is constructed or improved after the zone is designated is exempt for 100% of new construction value for 7 years. Exemption expires in year 11 after 3 years of partial exemption.

Sub Totals for Local Option Exemptions

Exempt amount \$87,840,197

of parcels 1392

% of assessment roll 5.71%

PILOT payments \$72,687.50

Impact* \$65.48

Grand Totals for All Exemptions

Exempt amount \$501,970,731

of parcels 1859

% of assessment roll 32.61%

PILOT payments \$151,941.50

Impact* \$388.34

*The impact is based on the cost of the exemption minus any PILOT payments to the average single family home owner. Calculation assumes the average assessment of \$107,271 and a tax levy of \$8,414,664 (Final) .