



**BOARD OF TRUSTEES**  
**Village of Watkins Glen**  
**OFFICIAL NOTICE OF SPECIAL MEETING**  
**April 29, 2024**

A special meeting of the Board of Trustees for the Village of Watkins Glen will be held on April 29th at 3:00 pm in the Board Room of the Municipal Building, 303 North Franklin Street, Watkins Glen, New York

**AGENDA**

**1. PLEDGE OF ALLEGIANCE**

**2. NEW ADDITIONS TO AGENDA**

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

**3. VOTING ITEMS (“\*” = supporting documentation attached)**

- a. \*Adopt the 2024 – 2025 Village budget
- b. \*Granting authorization to Municipal Solutions to proceed with preliminary services leading up to the Village of Watkins Glen’s potential projects.

**4. ADJOURNMENT**

The Board of Trustees meets on the first and third Tuesday of the month at 6:00pm in the Board Room of the Municipal Building. All meetings are voting meetings, which opens with a public comment period. Meeting agendas are created from prior public input, Department operating and planning issues and requests made to the Board. The Board reserves the right to limit verbal comments to three minutes if necessary and to request written comments on lengthy or complex issues. This information may then be used to create committee agendas, with the speaker or author invited to attend.  
*\*This institution is an equal opportunity provider and employer\**

<b>Village of Watkins Glen</b>		
<b>2024 - 2025 Proposed Budget</b>		
<b>General Fund</b>		
		<b>Proposed</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>24/25 Budget</b>
AA.1001.000	Real Property Taxes	\$ 1,524,716.00
AA.1081.000	PILOT - Other	\$ 178,806.61
AA.1090.000	Interest/Penalties - Property Taxes	\$ 7,500.00
AA.1120.000	Non-property Tax - Dist. by County	\$ 160,000.00
AA.1130.000	Utilities Gross Receipt Tax	\$ 15,000.00
AA.1170.000	Franchise Fees	\$ 30,000.00
AA.1230.000	Treasurer Fees (tax searches)	\$ 1,500.00
AA.1235.000	Tax Advertising Fees	\$ 250.00
AA.1255.000	Clerk Fees (copies from copier)	\$ 100.00
AA.1289.000	General Govt Support - Other	\$ -
AA.1520.000	Police Fees - Reports	\$ 350.00
AA.1560.000	Safety Inspection Fees	\$ 2,000.00
AA.1589.000	Police Fees - Festivals	\$ 6,000.00
AA.1590.000	Police Fees - Parking	\$ 8,000.00
AA.1603.000	Vital Statistics Fees	\$ 600.00
AA.2001.000	Clute Park - Parking Fees	\$ 82,000.00
AA.2002.000	Campground Receipts	\$ 700,000.00
AA.2004.000	Campground - Cable Receipts	
AA.2005.000	Dock Rental Receipts	\$ 25,000.00
AA.2012.000	Concession Fees - Firewood/Ice	\$ 12,500.00
AA.2025.000	Skating Receipts - Roller/Ice Skating	\$ 43,000.00
AA.2064.000	Event Rental Fees - Vendor Applications	\$ 500.00
AA.2065.000	Community Center Rental	\$ 14,000.00
AA.2065.100	Events Center Rental	\$ 34,000.00
AA.2067.000	Pavilion Rental Fees	\$ 5,000.00
AA.2071.000	Contributions to Concert Series	\$ 15,000.00
AA.2072.000	SUMMER REC - SCHOLARSHIP DONATIONS	\$ 19,100.00
AA.2073.000	SUMMER REC - REGISTRATION FEES	\$ 32,700.00
AA.2074.000	SUMMER REC - LOCAL GOVERNMENTS	\$ 11,000.00
AA.2075.000	SUMMER REC - FOUNDATION SUPPORT	\$ 22,100.00
AA.2112.000	Zoning Variance Fees	\$ 300.00
AA.2115.000	Site Plan Review Fees	\$ 1,500.00
AA.2190.000	Cemetery Lot Sales	\$ 1,200.00
AA.2191.000	Cemetery Perpetual Care Fees	\$ 2,500.00
AA.2192.000	Cemetery Services Charges	\$ 3,000.00
AA.2210.000	General/Other Gov't - SRO	\$ 78,692.00
AA.2262.000	Fire Protection - Other Govts	\$ 148,000.00
AA.2401.000	Interest & Earnings	\$ 45,000.00
AA.2401.100	Interest - Capital Project Reserve	\$ 5,000.00
AA.2401.200	Interest - Equipment Reserve	\$ 800.00
AA.2401.500	Interest Earned - Paradiso Bequest	\$ 900.00
AA.2401.600	Interest & Earnings - Interfund loan	\$ 22,000.00
AA.2410.000	Rental of Real Property	\$ 12,000.00
AA.2416.000	Equipment Rental - Other Govt	\$ -
AA.2501.000	Business & Occupational License - STR	\$ 10,000.00

<b>Village of Watkins Glen</b>		
<b>2024 - 2025 Proposed Budget</b>		
<b>General Fund</b>		
		<b>Proposed</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>24/25 Budget</b>
AA.2530.000	Games of Chance	\$ 100.00
AA.2555.000	Building & Alteration Permits	\$ 20,000.00
AA.2590.000	Permits - Other	\$ 3,500.00
AA.2610.000	Fines & Forfeited Bail	\$ 25,000.00
AA.2650.000	Sales of Scrap & Excess	\$ 500.00
AA.2680.000	Insurance Recoveries	\$ 20,000.00
AA.2701.000	Refund - Prior Yr Expenditures	\$ -
AA.2705.000	Grants & Foundation Support	\$ 50,000.00
AA.2770.000	Unclassified Revenue	\$ -
AA.2801.000	Interfund Revenues	\$ 31,875.00
AA.3001.000	State Aid - Revenue Sharing (AIM)	\$ 22,809.00
AA.3005.000	State Aid - Mortgage Tax	\$ 15,000.00
AA.3389.000	State Aid - Other Public Safety	\$ 2,000.00
AA.3501.000	State Aide - CHIPS Program	\$ 160,000.00
AA.4389.000	Federal Aid, Other Public Safety	\$ 177,000.00
AA.5031.000	Interfund Transfers	\$ 32,000.00
	<b>Total Revenues</b>	<b>\$ 3,841,398.61</b>
AA.1010.100	Board - Personal Services	\$ 7,000.00
AA.1010.400	Board - Contractual Expenses	\$ 6,500.00
AA.1110.100	Court - Personal Services	\$ 27,000.00
AA.1110.400	Court - Contractual Expenses	\$ 1,500.00
AA.1110.410	Court - Utilities Expense	\$ 600.00
AA.1110.420	Court - Supplies & Maintenance	\$ 1,500.00
AA.1210.100	Mayor - Personal Services	\$ 3,500.00
AA.1210.400	Mayor - Contractual Expenses	\$ 500.00
AA.1220.400	Supt - Contractual Expenses	
AA.1325.100	Treasurer - Personal Services	\$ 10,000.00
AA.1325.400	Treasurer - Contractual Exp	\$ 3,000.00
AA.1325.430	Treasurer - Materials & Supplies Exp	\$ 300.00
AA.1330.400	Tax Collection - Contractual Exp	\$ 500.00
AA.1362.400	Tax Advertising - Contractual Exp	\$ 800.00
AA.1410.100	Clerk - Personal Services	\$ 60,000.00
AA.1410.110	Clerk - Personal Svc - Clerks	\$ 12,000.00
AA.1410.200	Clerk - Equipment	\$ 1,000.00
AA.1410.400	Clerk - Contractual Exp	\$ 15,000.00
AA.1410.410	Clerk - Utilities Expense	\$ 4,000.00
AA.1410.420	Clerk - Repairs & Maintenance	\$ 600.00
AA.1410.430	Clerk - Materials & Supplies Exp	\$ 9,500.00
AA.1420.400	Legal - Contractual Exp	\$ 25,000.00
AA.1450.400	Elections - Contractual Exp	\$ -
AA.1620.100	Municipal Bldg - Pers Svc	\$ 1,200.00
AA.1620.400	Municipal Bldg - Contractual Exp	\$ 19,000.00
AA.1620.410	Municipal Bldg - Utilities Exp	\$ 12,000.00
AA.1620.420	Municipal Bldg - Repairs & Maintenance	\$ 15,000.00

<b>Village of Watkins Glen</b>		
<b>2024 - 2025 Proposed Budget</b>		
<b>General Fund</b>		
		<b>Proposed</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>24/25 Budget</b>
AA.1920.400	Municipal Assn Dues - Contractual	\$ 1,300.00
AA.1989.410	NYS Sales Tax - Parks	\$ 13,000.00
AA.3120.100	Police - Personal Services	\$ 325,000.00
AA.3120.110	Police - Pers Svc - Crossing Guard	\$ 2,250.00
AA.3120.115	Police - Pers Svc - Overtime	\$ 40,000.00
AA.3120.130	Police - Pers Svc - Festivals	\$ 5,000.00
AA.3120.140	Police - Pers Svc - SRO	\$ 71,800.00
AA.3120.200	Police - Vehicle Lease	\$ 15,000.00
AA.3120.400	Police - Contractual	\$ 2,000.00
AA.3120.401	Police - Community Outreach	\$ 1,500.00
AA.3120.410	Police - Utilities	\$ 3,100.00
AA.3120.420	Police - Vehicle Repairs	\$ 5,000.00
AA.3120.421	Police - Conferences/Trainings	\$ 5,000.00
AA.3120.423	Police - Clothing & Safety Supplies	\$ 37,000.00
AA.3120.430	Police - Materials & Supplies	\$ 2,000.00
AA.3120.432	Police - Range Fees & Ammunition	\$ 4,500.00
AA.3120.435	Police - Vehicle Fuel	\$ 14,000.00
AA.3120.440	Police - Insurance Exp	\$ 56,000.00
AA.3120.450	Police - Dispatch Fees	\$ 12,000.00
AA.3410.200	Fire - Equipment (Vehicles)	\$ 8,700.00
AA.3410.NEW	Fire Dept Capital Truck Acct	\$ 40,000.00
AA.3410.400	Fire - Contractual Exp	\$ 125,000.00
AA.3410.410	Fire - Utilities Expense	\$ 12,000.00
AA.3410.435	Fire - Vehicle Fuel	\$ 7,000.00
AA.3410.440	Fire - Insurance Expense	\$ 45,000.00
AA.3620.100	Safety Inspection - Personal Svc	
AA.3989.400	Public Safety - Miscellaneous	\$ 900.00
AA.5010.200	Streets - Equipment (Lease)	\$ 50,000.00
AA.5010.XXX	Streets- Equipment	\$ 55,000.00
AA.5110.100	Streets - Personal Services	\$ 160,000.00
AA.5110.115	Streets - Pers Svc Overtime	\$ 7,500.00
AA.5110.140	Streets - Pers Svc - Manager	\$ 55,826.00
AA.5110.200	Streets - Equipment Repairs	\$ 16,000.00
AA.5110.400	Streets - Contractual Exp	\$ 3,000.00
AA.5110.410	Streets - Utilities - Schuyler E/S/W	\$ 4,250.00
AA.5110.411	Streets - Schuyler Office Cleaning	\$ 3,300.00
AA.5110.412	Streets - Schuyler Phone/Internet	\$ 350.00
AA.5110.413	Streets - Office Supplies	\$ 250.00
AA.5110.414	Streets - Tub Grinding	\$ 10,000.00
AA.5110.420	Streets - Paving	\$ 75,000.00
AA.5110.421	Streets - Conferences/Training	\$ 750.00
AA.5110.422	Streets - Lubrication	\$ 1,000.00
AA.5110.423	Streets - Clothing & Safety Supplies	\$ 4,500.00
AA.5110.430	Streets - Materials & Supplies	\$ 7,500.00
AA.5110.432	Streets - Tools	\$ 1,000.00

<b>Village of Watkins Glen</b>		
<b>2024 - 2025 Proposed Budget</b>		
<b>General Fund</b>		
		<b>Proposed</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>24/25 Budget</b>
AA.5110.435	Streets - Vehicle Fuel	\$ 22,500.00
AA.5110.440	Streets - Insurance Exp	\$ 48,000.00
AA.5110.450	Streets -Signs	\$ 600.00
AA.5112.400	CHIPS - Expenses	\$ 40,000.00
AA.5132.450	Streets - Garage Rent/Lease	\$ 13,000.00
AA.5142.100	Snow Removal Personal Services	\$ -
AA.5142.115	Snow Removal - Pers Svc - Overtime	\$ -
AA.5142.420	Snow Removal - Equipment Repairs	\$ 3,000.00
AA.5142.421	Snow Removal - Materials & Supplies	\$ 1,000.00
AA.5142.430	Snow Removal - Salt	\$ 9,000.00
AA.5182.400	Street Lighting - Electric	\$ 40,000.00
AA.6410.400	Publicity - Contractual Exp	\$ 1,000.00
AA.7110.110	Parks - Pers Svc - Full Time Staff	\$ 46,000.00
AA.7110.115	Parks - Pers Srv - Overtime	\$ 2,000.00
AA.7110.120	Parks - Pers Svc - Laborers	\$ 25,000.00
AA.7110.130	Parks - Pers Svc - Superintendent	\$ 65,000.00
AA.7110.140	Parks - Lifeguard	\$ 35,000.00
AA.7110.200	Parks - Equipment	\$ 59,000.00
AA.7110.400	Parks - Contractual Expenses	\$ 17,775.15
AA.7110.410	Parks - Utilities - Phone	\$ 150.00
AA.7110.411	Parks - Utilities - Water/Sewer/Electric	\$ 4,000.00
AA.7110.420	Parks - Repairs & Maintenance	\$ 6,600.00
AA.7110.421	Parks - Conferences/Training	\$ 2,000.00
AA.7110.423	Parks - Clothing & Safety Supplies	\$ 1,000.00
AA.7110.430	Parks - Materials & Supplies	\$ 8,470.00
AA.7110.435	Parks - Vehicle Fuel	\$ -
AA.7110.440	Parks - Insurance Expense	\$ 50,000.00
AA.7110.46R	Parks Capital	\$ 40,000.00
AA.7120.100	B&G Pers Svc - Full Time Staff	\$ 74,000.00
AA.7120.110	B&G - Pers Svc - Laborers	\$ 60,000.00
AA.7120.115	B&G - Pers Srv - Overtime	\$ 4,000.00
AA.7120.200	B&G Equipment	\$ 40,000.00
AA.7120.400	B&G Contractual	\$ 8,162.75
AA.7120.410	B&G - Utilities - Phone	\$ 50.00
AA.7120.411	B&G - Utilities - Water/Sewer/Electric	\$ 3,000.00
AA.7120.420	B&G Repairs & Maintenance	\$ 26,400.00
AA.7120.423	B&G - Clothing & Safety Supplies	\$ 3,250.00
AA.7120.430	B&G Materials & Supplies	\$ 26,244.71
AA.7120.435	B&G - Vehicle Fuel	\$ 6,000.00
AA.7120.440	B&G - Insurance Expense	\$ -
AA.7140.100	CC/EC - Pers Svc - Skate Staff	\$ 25,000.00
AA.7140.120	CC/EC - Pers Svc - Laborers	\$ -
AA.7140.200	CC/EC - Equipment Expense	\$ 15,000.00
AA.7140.400	CC/EC - Contractual Expense	\$ 40,000.00
AA.7140.410	CC/EC - Utilities Expense	\$ 187,000.00

<b>Village of Watkins Glen</b>		
<b>2024 - 2025 Proposed Budget</b>		
<b>General Fund</b>		
		<b>Proposed</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>24/25 Budget</b>
AA.7140.420	CC/EC - Repairs & Maintenance	\$ 85,000.00
AA.7140.430	CC/EC - Materials & Supplies Expense	\$ 12,500.00
AA.7180.100	Campground - Pers Svc - Office	\$ 28,000.00
AA.7180.120	Campground - Pers Svc - Labor	\$ 15,000.00
AA.7180.400	Campground - Contractual Expenses	\$ 25,000.00
AA.7180.410	Campground - Utilities Expense - Phone (Cable)	\$ 23,000.00
AA.7180.411	Campground - Utilities water/sewer/electric	\$ 20,000.00
AA.7180.420	Campground - Repairs & Maintenance	\$ 18,000.00
AA.7180.432	Campground - Lubrication	\$ 2,500.00
AA.7180.435	Campground - Vehicle Fuel	\$ 1,500.00
AA.7310.100	SUMMER REC - PERS SVC DIRECTORS	\$ 10,560.00
AA.7310.110	SUMMER REC - PERS SVC - COUNSELORS	\$ 42,000.00
AA.7310.115	SUMMER REC - PRES SVC - NURSE	\$ 7,200.00
AA.7310.120	SUMMER REC - PRES SVC - LIFEGUARD	\$ 2,250.00
AA.7310.125	SUMMER REC - PRES SVC - OVERTIME	\$ -
AA.7310.400	SUMMER REC - CONTRACTUAL EXPENSES	\$ 10,060.00
AA.7310.430	SUMMER REC - MATERIALS & SUPPLIES	\$ 6,500.00
AA.7310.440	SUMMER REC - INSURANCE EXPENSE	\$ 1,600.00
AA.7410.400	Library - Contractual Exp	\$ 1,500.00
AA.8010.100	Zoning - Personal Services	\$ 45,000.00
AA.8010.400	Zoning - Contractual	\$ 3,000.00
AA.8010.410	Zoning - Utilities Expense	\$ 1,000.00
AA.8010.435	Zoning - Vehicle Fuel	\$ 1,000.00
AA.8020.400	Planning - Contractual Exp	\$ 1,500.00
AA.8140.400	Storm Sewers - Contractual Exp	\$ 10,000.00
AA.8160.400	Streets - Refuse & Garbage	\$ 72,000.00
AA.8170.400	Street Cleaning - Contractual	\$ 7,500.00
AA.8170.420	Street Cleaning - Materials & Supplies	\$ 1,000.00
AA.8810.120	Cemetery - Pers Svc - Seasonal Laborers	\$ 65,000.00
AA.8810.400	Cemetery - Contractual Exp	\$ 400.00
AA.8810.410	Cemetery - Utilities - E/W/S	\$ 250.00
AA.8810.420	Cemetery - Materials & Supplies	\$ 2,500.00
AA.9010.800	State Retirement	\$ 90,000.00
AA.9015.800	Police/Firemen Retirement	\$ 78,000.00
AA.9025.800	Local Pension Fund	\$ 5,000.00
AA.9030.800	Social Security - FICA	\$ 82,000.00
AA.9040.800	Workers Compensation	\$ 55,000.00
AA.9050.800	Unemployment Insurance	\$ 3,500.00
AA.9055.800	Disability Insurance	\$ 1,400.00
AA.9060.800	Health Insurance	\$ 200,000.00
AA.9089.800	Compensated Absences	\$ 45,000.00
AA.9710.610	Bond Principal - Fire Station	
AA.9710.660	Bond Principal - Municipal Bldg 2011	\$ 95,000.00
AA.9710.710	Bond Interest - Fire Station	
AA.9710.760	Bond Interest - Mun Building 2011	\$ 9,000.00

<b>Village of Watkins Glen</b> <b>2024 - 2025 Proposed Budget</b> <b>General Fund</b>		
ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
AA.9730.700	BAN - Interest	\$ 20,000.00
AA.9785.600	Installment Purch - Debt Principal	\$ 28,000.00
AA.9785.700	Installment Purch - Debt Interest	\$ 2,700.00
	<b>Total Expenditures</b>	<b>\$ 3,841,398.61</b>
<b>Excess of Revenues over Expenditures for Report</b>		<b>\$ -</b>

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Electric Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
EE.0444.000	Non-Operating Revenue - Misc	
EE.0601.000	Residential Sales (1,064)	\$ 650,000.00
EE.0602.000	Commercial Sales (264)	\$ 240,000.00
EE.0603.000	Industrial Sales (102)	\$ 1,445,000.00
EE.0604.000	Street Lighting Sales	\$ 45,000.00
EE.0606.000	Municipal Sales	\$ 175,000.00
EE.0607.000	Other Governments	
EE.0610.000	Security Lighting Sales	\$ 5,300.00
EE.0622.100	Interest Earned	\$ 1,500.00
EE.0622.110	Interest - BAN	
EE.0622.200	Misc Revenue	\$ 14,000.00
EE.0622.300	Reconnect Fees	\$ 1,500.00
EE.0622.500	IEEP Proceeds	\$ 45,000.00
EE.0622.600	CES Surcharge	\$ 225,000.00
EE.0622.700	TCC recovery	
EE.2701.000	Refund of Prior Year Expense	
EE.5031.000	Interfund Transfers	
<b>Total Revenues</b>		<b>\$ 2,847,300.00</b>

EE.0449.000	Pers Svc - Non-Op Revenue Deductions	\$ 500.00
EE.0721.000	Electricity Purchased	\$ 2,000,000.00
EE.0736.000	Pers Svc - Poles/Towers/Prop Repairs	\$ 800.00
EE.0738.000	Depreciation - Poles/Towers	\$ 4,000.00
EE.0741.100	Pers Svc - Dist Super/Engineering	\$ 28,820.00
EE.0741.140	Pers Svc - Dist Supervision/Supt	\$ 28,000.00
EE.0741.200	Pers Svc - Dist Super/Operation	\$ 44,000.00
EE.0741.220	Distribution Substation supplies/repairs	\$ 13,000.00
EE.0741.420	Pers Svc - Overhead Line Operator	\$ 29,000.00
EE.0741.510	Pers Svc - Meter Supervision	\$ 1,200.00
EE.0741.520	Pers Svc - Remove/Reset Meters	\$ 1,000.00
EE.0741.600	Service on Consumer Premises	\$ 25,000.00
EE.0742.110	Pers Svc - Dist Sys Structure Repair	\$ 13,000.00
EE.0742.410	Pers Svc - Overhead Cond Repairs	\$ 12,000.00
EE.0742.510	REPAIRS TO DISTRIB UNDERGROUND	\$ 1,000.00
EE.0742.610	REPAIRS TO OVERHEAD LINE TRANSFORMERS	\$ 1,000.00
EE.0742.620	REPAIRS TO UNDERGROUND LINE TRANSFORMERS	\$ 1,900.00
EE.0742.710	REPAIRS TO OVERHEAD SERVICE	\$ 1,600.00
EE.0742.720	REPAIRS UNDERGROUND SERVICE	\$ 300.00
EE.0742.900	REPAIRS TO SECURITY LIGHTS	\$ 1,500.00
EE.0743.000	DEPRECIATION OF DISTRIBUTION PROPERTY	\$ 23,000.00
EE.0744.000	GENERAL RENTS	\$ 1,500.00
EE.0752.100	Pers Svc - Street Lighting Repairs	\$ 4,500.00
EE.0753.000	DEPRECIATION OF STREET LIGHTS	\$ 2,000.00
EE.0761.220	METER READINGS	\$ 15,000.00
EE.0781.100	GENERAL OFFICE SALARIES - ADMINISTRATION	\$ 21,000.00
EE.0781.200	GENERAL OFFICE SALARIES - ACCOUNTING	



**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Electric Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
EE.0781.300	Legal Expenses	\$ 2,080.00
EE.0781.400	OTHER GENERAL OFFICE SALARIES	\$ 34,000.00
EE.0781.500	Contractual Expenses	\$ 27,000.00
EE.0782.000	IEEP Services	\$ 61,000.00
EE.0783.100	Insurance Exp	\$ 48,000.00
EE.0785.100	Health Ins/vac/hol/pers/sick/training/safety	\$ 275,000.00
EE.0785.110	Social Security/Medicare	\$ 34,000.00
EE.0785.115	Disability Insurance	
EE.0785.120	Workers Compensation	\$ 3,100.00
EE.0785.125	State Retirement	
EE.0785.200	Dues/Training & Clothing	\$ 12,000.00
EE.0785.500	Materials & Supplies Exp	\$ 5,000.00
EE.0786.000	Lease - Schuyler County	\$ 22,000.00
EE.0786.100	Vehicle Fuel	\$ 8,000.00
EE.0786.200	Vehicle Expense	\$ 6,500.00
EE.0787.000	Repairs & Maintenance /Tools	\$ 35,000.00
EE.0788.000	Depreciation - General Property	\$ -
EE.0792.000	Overhead Clearing - Misc	\$ -
EE.4510.000	Interest - Long Term Debt	\$ -
EE.9901.900	Other Funds	\$ -
	<b>Total Expenditures</b>	<b>\$ 2,847,300.00</b>
	<b>Excess of Revenues over Expenditures</b>	<b>\$ -</b>

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Water Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
FF.2140.000	Metered Water Sales (usage/rents/debt svc)	\$ 920,000.00
FF.2142.000	Unmetered Water Sales (haulers)	\$ 18,000.00
FF.2144.000	Water Service Charges (turn on/off)	\$ 7,000.00
FF.2148.000	Water Rents - Interest & Penalties	\$ 7,000.00
FF.2378.500	Water Service - Other Govt - Dix	\$ 120,000.00
FF.2401.000	Interest Earned	\$ 5,000.00
FF.2401.100	Interest Earned - Capital Reserve	\$ 150.00
FF.2701.000		
FF.2770.000		
FF.2650.000	Sales of Scrap & Excess Materials	
FF.5031.000	Interfund Transfer	
<b>Total Revenues</b>		<b>\$ 1,077,150.00</b>

FF.8130.402	Water Engineers	\$ 7,500.00
FF.8130.403	Water - Audit Services	\$ 6,000.00
FF.8130.404	Reltek Agreements	\$ 7,500.00
FF.8310.100	Water - Personal Services	\$ 7,900.00
FF.8310.110	Water - Pers Svc - Clerks	\$ 32,000.00
FF.8310.120	Water - Pers Svc - Meter Reader	\$ 13,000.00
FF.8310.140	Water - Pers Svc - Superintendent	\$ 28,000.00
FF.8310.400	Water - Contractual	\$ 17,500.00
FF.8310.401	Water - Attorney	\$ 2,500.00
FF.8310.420	Water - Repairs & Maintenance	\$ 5,000.00
FF.8310.422	SCADA/Telemetry	\$ 15,000.00
FF.8310.425	Water - Office Supplies	\$ 3,500.00
FF.8310.430	Water - Clothing/PPE & Safety Supplies	\$ 4,000.00
FF.8310.440	Water - Insurance Exp	\$ 48,000.00
FF.8320.100	Source/Supply - Personal Services	\$ 185,000.00
FF.8320.115	Source/Supply - Pers Svc - Overtime	\$ 20,000.00
FF.8320.180	Source/Supply - Pers Svc - Electric	\$ -
FF.8320.200	Source/Supply - Equipment	\$ 50,000.00
FF.8320.400	Source/Supply - Contractual	\$ 3,500.00
FF.8320.410	Source/Supply - Utilities - Internet	\$ 2,850.00
FF.8320.412	Source/Supply - Utilities - Phone	\$ 1,500.00
FF.8320.413	Source/Supply - Utilities - NYSEG	\$ 3,000.00
FF.8320.414	Source/Supply - Utilities - Electric	\$ 50,000.00
FF.8320.415	Source/Supply - Utilities - Sewer	\$ 1,500.00
FF.8320.420	Source/Supply - Repairs & Maint	\$ 15,000.00
FF.8320.421	Source/Supply - Training & Conferences	\$ 1,500.00
FF.8320.422	Source/Supply - Lubrication	\$ 1,000.00
FF.8320.423	Source/Supply - Lab Equipment	\$ 2,000.00
FF.8320.424	Source/Supply - Lab Supplies	\$ 1,500.00
FF.8320.425	Source/Supply - Lab Analysis	\$ 7,500.00
FF.8320.426	Source/Supply - Generator Maint (plant)	\$ 1,250.00
FF.8320.427	Source/Supply - Building Maint	\$ 1,500.00
FF.8320.428	Source/Supply - HVAC	\$ 1,500.00

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Water Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
FF.8320.429	Source/Supply - Grounds Maint	\$ 1,500.00
FF.8320.430	Source/Supply - Materials & Supplies	\$ 5,000.00
FF.8320.432	Source/Supply - Tools	\$ 7,500.00
FF.8320.433	Source/Supply - Instrumentation & Calibration	\$ 2,500.00
FF.8320.435	Source/Supply - Vehicle Fuel	
FF.8330.400	Water Purification - Chlorine	\$ 7,500.00
FF.8330.401	Water Purification - Alum	\$ 10,000.00
FF.8330.402	Water Purification - Sodium Bicarbonate	\$ 500.00
FF.8330.403	Water Purification - Corrosion Control	\$ 5,000.00
FF.8330.404	Water Purification - Sodium Hypochloride	\$ 4,500.00
FF.8340.103	Transmission - Dix - Generator Maint	\$ 3,700.00
FF.8340.104	Transmission - Dix - System Maint Supplies	\$ 5,000.00
FF.8340.105	Transmission - Pers Svc - Dix Water Proj	
FF.8340.420	Transmission - Watkins - Repairs & Maint	\$ 30,000.00
FF.8340.421	Transmission - Valves	\$ 15,000.00
FF.8340.426	Transmission - Generator Maint (Raw Pump Station)	\$ 1,200.00
FF.8340.430	Transmission - Materials & Supplies Exp	\$ 12,000.00
FF.8340.431	Transmission - Dresser Couplings	\$ 10,000.00
FF.8340.432	Transmission - Meters	\$ 15,000.00
FF.8340.435	Transmission - Vehicle Fuel	\$ 6,500.00
FF.9010.800	State Retirement	\$ 36,000.00
FF.9030.800	Social Security	\$ 18,000.00
FF.9040.800	Waorkers Compensation	\$ 11,500.00
FF.9050.800	Unemployment	\$ 2,000.00
FF.9055.800	Disability Insurance	\$ 150.00
FF.9060.800	Health Insurance	\$ 45,000.00
FF.9089.000	Compensated Absenses	\$ 11,000.00
FF.9710.600	Bond Principal	\$ 120,000.00
FF.9710.700	Bond Interest	\$ 40,000.00
FF.9795.000	Interfund Loan Interest	\$ 22,000.00
FF.9901.900	Transfer - Other Funds	\$ 24,000.00
FF.9950.000	Transfer - Capital Reserve Fund	\$ 57,600.00
<b>Total Expenditures</b>		<b>\$ 1,077,150.00</b>
<b>Excess of Revenues over Expenditures for Report</b>		<b>\$ -</b>

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Sewer Fund**

ACCOUNT	DESCRIPTION	Proposed Budget	24/25
GG.2120.000	Sewer - Usage/Rent/Debt Svc	\$	1,584,000.00
GG.2123.000	Chargeback - WWTP Backwash Treatment	\$	22,500.00
GG.2128.000	Interest & Penalties - Sewer Accts	\$	10,000.00
GG.2374.500	Sewer - Town of Dix Usage	\$	160,000.00
GG.2401.000	Interest Earned	\$	22,000.00
GG.2401.100	Interest - Sanitary Sewer Cap Reserve	\$	1,800.00
GG.2401.200	Interest - WWTP Capital Reserve	\$	12.00
GG.2770.00	UNCLASSIFIED (SPECIFY)	\$	8,500.00
	<b>Total Revenues</b>	<b>\$</b>	<b>1,808,812.00</b>
GG.8110.100	Sewer - Personal Services	\$	7,900.00
GG.8110.110	Sewer - Pers Svc - Clerks	\$	25,000.00
GG.8110.120	Sewer - Administration - Personnel Services		
GG.8110.400	Sewer - Contractual Expense	\$	18,000.00
GG.8110.401	Sewer - Attorney Fees	\$	1,000.00
GG.8110.420	Sewer - Repairs & Maintenance	\$	2,500.00
GG.8110.422	SCADA - Instrumentation	\$	7,500.00
GG.8110.425	Sewer - Office Supplies	\$	2,500.00
GG.8110.430	Sewer - Clothing & Safety Supplies	\$	1,750.00
GG.8110.440	Sewer - Insurance Expense	\$	7,500.00
GG.8120.100	Sanitary Sewer - Personal Services	\$	85,000.00
GG.8120.105	Sanitary Sewer - Pers Svc - Overtime	\$	2,000.00
GG.8120.200	Sanitary Sewer - Equipment	\$	45,000.00
GG.8120.400	Sanitary Sewer - Contractual Exp	\$	500.00
GG.8120.401	Sanitary Sewer - Engineers	\$	15,000.00
GG.8120.410	Sanitary Sewer - Utilities	\$	4,500.00
GG.8120.420	Sanitary Sewer - Collection System	\$	30,000.00
GG.8120.430	Sanitary Sewer - Pump Stations	\$	20,000.00
GG.8120.431	Sanitary Sewer - Materials & Supplies	\$	1,512.00
GG.8120.432	Sanitary Sewer - Lubrication	\$	500.00
GG.8120.433	Sanitary Sewer - System I&I Control	\$	100,000.00
GG.8120.434	Sanitary Sewer - Tools	\$	6,500.00
GG.8120.435	Sanitary Sewer - Vehicle Fuel	\$	3,000.00
GG.8120.440	Sanitary Sewer - Generator Maint	\$	750.00
GG.8130.400	Sewage Treat Disp - Contractual Exp	\$	1,261,000.00
GG.9010.800	State Retirement	\$	12,500.00
GG.9030.800	Social Security	\$	7,500.00
GG.9040.800	Workers Compensation	\$	1,000.00
GG.9050.800	Unemployment Insurance	\$	1,500.00
GG.9055.800	Disability Insurance	\$	100.00
GG.9060.800	Health Insurance	\$	22,500.00
GG.9089.000	Compensated Absences	\$	2,500.00
GG.9710.600	Bond Principal Expense	\$	30,000.00
GG.9710.700	Bon Interest Expense	\$	23,800.00
GG.9901.900	TRANSFERS, OTHER FUNDS	\$	4,000.00
GG.9950.000	Capital Reserves Fund	\$	54,500.00

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
Sewer Fund**

ACCOUNT	DESCRIPTION	Proposed Budget	24/25
	Total Expenditures	\$ 1,808,812.00	
	Excess of Revenues over Expenditures for Report	\$ -	

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
CVWRF Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
JT.2120.000	SEWER RENTS	\$ 1,800,000.00
JT.2390.000	Debt Proceeds	
JT.2401.000	INTEREST EARNED	\$ 5,500.00
JT.2705.000	Gifts and Donations	
<b>Total Revenues</b>		<b>\$ 1,805,500.00</b>

JT.8110.100	SEWER ADMINISTRATION - PERSONAL SERVICES	\$ 250.00
JT.8110.110	SEWER ADMINISTRATION - PERS SER(CLERKS)	\$ 35,000.00
JT.8110.400	SEWER ADMINISTRATION - CONTRACTUAL	\$ 4,000.00
JT.8110.401	SEWER ADMINISTRATION - CONTRACTUAL - ATTORNEY	\$ 750.00
JT.8110.420	SEWER ADMINISTRATION - REPAIRS AND MAINTENANCE	\$ 750.00
JT.8110.421	SEWER ADMINISTRATION - JANITORIAL SUPPLIES	\$ 1,000.00
JT.8110.422	SCADA	\$ 20,000.00
JT.8110.425	SEWER ADMINISTRATION - OFFICE SUPPLIES	\$ 1,500.00
JT.8110.430	SEWER ADMINISTRATION - CLOTHING & SAFETY SUPPLIES	\$ 4,500.00
JT.8110.440	SEWER ADMINISTRATION - INSURANCE EXP	\$ 48,000.00
JT.8130.100	SEWAGE TREAT DISP - PERSONAL SERVICES	\$ 225,000.00
JT.8130.105	SEWAGE TREAT DISP-PERS SERV-OVERTIME	\$ 15,000.00
JT.8130.200	SEWAGE TREAT DISP - EQUIPMENT	\$ 65,000.00
JT.8130.400	SEWAGE TREAT DISP - CONTRACTUAL	\$ 3,500.00
JT.8130.401	CONTRACTUAL - ENGINEERS	\$ 7,500.00
JT.8130.410	SEWAGE TREAT DISP - UTILITIES EXP - GARBAGE REMOVA	\$ 2,250.00
JT.8130.411	SEWAGE TREATMENT - PHONE	\$ 2,750.00
JT.8130.412	SEWAGE TREATMENT - INTERNET	\$ 3,400.00
JT.8130.413	SEWAGE TREATMENT - WATER	\$ 1,500.00
JT.8130.414	SEWAGE TREATMENT - ELECTRIC	\$ 75,000.00
JT.8130.415	SEWAGE TREATMENT - NATURAL GAS	\$ 16,000.00
JT.8130.420	SEWAGE TREATMENT - REPAIRS AND MAINTENANCE PLANT	\$ 25,000.00
JT.8130.421	SEWAGE TREATMENT - LAB EQUIPMENT	\$ 1,500.00
JT.8130.422	SEWAGE TREATMENT - LAB SUPPLIES	\$ 4,500.00
JT.8130.423	SEWAGE TREATMENT - VALVES AND ACTUATORS	\$ 5,000.00
JT.8130.425	SEWAGE TREAT DISP - LAB ANALYSES EXP	\$ 25,000.00
JT.8130.426	SEWAGE TREAT DISP - SOLIDS DISPOSAL EXP	\$ 80,000.00
JT.8130.430	SEWAGE TREAT DISP - TOOLS	\$ 5,000.00
JT.8130.431	SEWAGE TREATMENT - MATERIALS & SUPPLIES	\$ 2,500.00
JT.8130.432	SEWAGE TREATMENT - LUBRICATION	\$ 1,500.00
JT.8130.433	SEWAGE TREATMENT - INSTRUMENTATION	\$ 2,250.00
JT.8130.435	SEWAGE TREAT DISP - FUEL, VEHICLES	\$ 5,000.00
JT.8130.439	SEWAGE TREATMENT - SPEDES/PERMITS	\$ 12,000.00
JT.8130.440	SEWAGE TREATMENT - CHLORINE	\$ 100.00
JT.8130.442	SEWAGE TREATMENT - ALUM	\$ 75,000.00
JT.8130.443	SEWAGE TREATMENT - POLYMER	\$ 45,000.00
JT.8130.444	SEWAGE TREATMENT - TRAINING/MEMBERSHIP/CONFERENCES	\$ 7,500.00
JT.8130.445	SEWAGE TREATMENT - GENERATOR MAINTENANCE	\$ 9,500.00
JT.8130.446	SEWAGE TREATMENT - GROUNDS MAINTENANCE	\$ 2,500.00
JT.8130.447	SEWAGE TREATMENT - BUILDING MAINTENANCE	\$ 2,000.00
JT.8130.448	SEWAGE TREATMENT- SYSTEM I&I CONTROL	\$ 100,000.00
JT.9010.800	STATE RETIREMENT	\$ 32,000.00
JT.9030.800	SOCIAL SECURITY	\$ 15,000.00
JT.9040.800	WORKER'S COMPENSATION	\$ 8,000.00
JT.9050.800	UNEMPLOYMENT INSURANCE	\$ 4,500.00
JT.9055.800	DISABILITY INSURANCE	\$ 200.00
JT.9060.800	HEALTH INSURANCE	\$ 40,000.00
JT.9710.600	BOND PRINCIPAL EXP	\$ 400,000.00

**Village of Watkins Glen  
2024 - 2025 Proposed Budget  
CVWRF Fund**

ACCOUNT	DESCRIPTION	Proposed 24/25 Budget
JT.9710.700	BOND INTEREST EXP	\$ 175,000.00
JT.9950.000	Transfer, Capital Reserves Fund	\$ 188,000.00
	<b>Total Expenditures</b>	<b>\$ 1,806,200.00</b>
	<b>Excess of Revenues over Expenditures for Report</b>	<b>\$ (700.00)</b>

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**Municipal  
Solutions, Inc.**  
Municipal Financial Advisors

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April 17, 2024

Laura DeNardo, Mayor  
Village of Watkins Glen  
303 N. Franklin Street  
Watkins Glen, New York 14891

Dear Mayor DeNardo:

Municipal Solutions, Inc. is pleased to submit this Authorization to Proceed with preliminary services leading up to the Village of Watkins Glen's potential projects.

Per the Municipal Securities Rulemaking Board's (MSRB) Rule G-42, we must have a current contract in place prior to work commencing. This contract must state fair market value rates and fees and be accepted by both the municipality and Municipal Solutions, Inc. We must, under rule G-42, show that we've acted in good faith with the issuer and to ensure the accuracy of representation in our contracts regarding the agreed upon scope and fees, whether the contract be a Preliminary Authorization to Proceed or a Full Contract.

The Securities and Exchange Commission (SEC) enforces the rules and regulations set by the MSRB. Municipal Solutions, Inc. is registered as a recognized municipal advisor with the SEC (MS ID #867-00383) and the MSRB (MS ID #K0173) as mandated by the Dodd-Frank Wall Street Reform and Consumer Protection Act (the Dodd-Frank Act).

The services provided leading up to a final project scope include:

- Attend meetings to define the project scope, develop financing plans and identify potential funding sources;
- Work with the municipal officials and consultants including attorneys, architects and engineers to determine project costs;
- Prepare various maturity schedules for municipal officials to determine repayment ability of anticipated borrowed funds for planning purposes;
- Assist officials and their consultants in analysis of financial impact of proposed project;
- Assist the municipality in preparation of information that may be used for public or internal discussions in connection about the project;
- Attend public information meetings upon request;
- Other general services upon request.

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*Municipal Solutions, Inc. is a Member of the National Association of Municipal Advisors*

62 Main Street, LeRoy, NY 14482 Phone: 585-768-2136 Fax: 585-394-4092  
2528 State Route 21, Canandaigua, NY 14424 Phone: 585-394-4090 Fax: 585-394-4092  
[www.municipalsolution.com](http://www.municipalsolution.com)



The fee for continued services will be \$165 per hour plus expenses (postage, printing charges, mileage (prevailing IRS rate), travel and incidentals). Should the project move forward, preliminary services completed under this contract will be included in the Full-Service Contract. If the potential project ceases for any reason, an invoice for preliminary work completed will be due at the current hourly rate. Invoices will be submitted periodically. Payment is expected within 45 days of the invoice date.

The fees may be adjusted annually based on the U.S. Bureau of Labor and Statistics Consumer Price Index – All Urban Consumers.

Upon acceptance of this proposal, please execute and return one copy to our LeRoy office located at 62 Main Street, LeRoy, New York 14482. This contract will remain in effect until terminated by either party. You have the right to terminate this contract for any reason at any time. It is not a commitment for long-term services.

We at Municipal Solutions take much pride in our competent and friendly staff. We strive to look out for our clients' welfare above and beyond what our contracts call for. We do our very best to keep costs down and we pass any savings realized back to our clients. We believe in honesty, integrity and being as fair to our clients as we would want others to be with us. If you have any concerns that are not addressed in this contract, we would be happy to discuss them with you at your convenience.

Sincerely,

Theresa K. Smith, CEO

TKS/slw

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Municipal Solutions, Inc.  
**AUTHORIZATION TO PROCEED**  
for  
Village of Watkins Glen's Potential Projects  
Dated April 17, 2024

Name / Title: \_\_\_\_\_ / \_\_\_\_\_

Signature/Date \_\_\_\_\_ / \_\_\_\_\_

## APPENDIX A

### VILLAGE OF WATKINS GLEN, NEW YORK Contract Dated April 17, 2024 Preliminary Authorization to Proceed - Fiscal Services

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#### DISCLOSURE OF CONFLICTS OF INTEREST

Municipal Securities Rulemaking Board Rule G-42 requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest.

We have determined, after exercising reasonable diligence, that we have no known material conflicts of interest that would impair our ability to provide advice to the Village in accordance with our fiduciary duty to municipal entity clients. The attached paragraphs outline areas of potential conflicts of interest we have reviewed to make this no material conflict of interest determination.

#### FORMS OF COMPENSATION AS POTENTIAL CONFLICTS

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

**Fixed fee** - Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives. There may be additional conflicts of interest if the municipal advisor's fee is contingent upon the successful completion of a financing, as described below.

**Hourly fee** - Under an hourly fee form of compensation, the municipal advisor is paid an amount equal to the number of hours worked by the advisor times an agreed-upon hourly billing rate. This form of compensation presents a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum amount at the outset of the engagement, because the advisor does not have a financial incentive to recommend alternatives that would result in fewer hours worked. In some cases, an hourly fee may be applied against a retainer (*e.g.*, a retainer payable monthly), in which case it is payable whether or not a financing closes. Alternatively, it may be contingent upon the successful completion of a financing, in which case there may be additional conflicts of interest, as described below.

**Fee contingent upon the completion of a financing or other transaction** - Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. For example, when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

**Fee paid under a retainer agreement** - Under a retainer agreement, fees are paid to a municipal advisor periodically (*e.g.*, monthly) and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis (*e.g.*, a fixed fee per month regardless of the number of hours worked) or an hourly basis (*e.g.*, a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded). A retainer agreement does not present the conflicts associated with a contingent fee arrangement (described above).

**Fee based upon principal** - Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities (*e.g.*, bonds). This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation.

From time to time, Municipal Solutions, Inc. does provide municipal advisory assistance to surrounding municipalities including, but not limited to, the Watkins Glen Central School District, the Village of Burdett, and the Village of Montour Falls. Municipal Solutions, Inc. is not aware of any material conflicts of interest that this relationship would bring to our fiduciary responsibility to the Village as of the date of this Agreement. If Municipal Solutions, Inc. becomes aware of any conflict of interest that could interfere with our fiduciary obligations to the Village, Municipal Solutions, Inc. will notify the Village that a conflict has been identified and we will meet with the Village to discuss the impacts of the conflict and possible methods to resolve the identified conflict areas.

## **RELIANCE ON OUTSIDE INFORMATION**

In formulating our recommendations as it comes to the issuance of municipal securities, we often have to rely on information provided by outside sources such as engineering firms, architectural firms, CPAs, attorneys, and other professional entities, as well as the municipality itself. We must rely on the expertise and professional knowledge of these entities in that the information they are providing is reasonable and correct. As part of our fiduciary duty to our clients, we will do our best to make sure this is the case. If we feel that the information provided to us is inaccurate, inconsistent, or incomplete, we will ensure to tell you before providing any recommendations based on the material.

## **LEGAL OR DISCIPLINARY EVENTS**

Municipal Solutions, Inc. is registered as a “municipal advisor” pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission (“SEC”) and the Municipal Securities Rulemaking Board (“MSRB”). As part of this registration, we are required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Municipal Solutions, Inc. Pursuant to MSRB Rule G-42, Municipal Solutions, Inc. is required to disclose any legal or disciplinary event that is material to the Village’s evaluation of Municipal Solutions, Inc. or the integrity of its management or advisory personnel.

We have determined that no such event exists.

Copies of Municipal Solutions, Inc. filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC’s EDGAR Company Search Page which is currently available at <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Municipal Solutions, Inc. or for our CIK number which is 0001612999.

The MSRB has made available on its website ([www.msrb.org](http://www.msrb.org)) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority.