

**Cheryl Thibeault, Chairperson**  
**Mayor Ken Cockayne**  
**Orlando Calfe**  
**Derek Czenczelewski**  
**Mike LaMothe**



**John Smith, Vice Chairman**  
**Ron Burns**  
**Jake Carrier**  
**Mike Fiorini**

**City of Bristol**  
**Board of Finance**

February 15, 2017

Ladies and Gentlemen:

The Board of Finance will hold a **Budget Hearing** on **Wednesday, February 22, 2017** at 6:00 p.m. in 1<sup>st</sup> Floor Meeting Room, City Hall, 111 North Main Street, Bristol, Connecticut. *No votes will be taken.*

<b>Department</b>	<b>Department Head</b>
Mum Festival	Jack Ferraro
MIS	Mike Witte-Meredith
Treasurer's Office	Valerie Cooper
Purchasing	Roger Rousseau
Bristol Development Authority	Justin Malley Debbie Shapiro
Youth Services Community Services Pine Lake Challenge Course	Eileen McNulty
Cemetery Upkeep	
Mayor's Office	Mayor Cockayne
City Council	
Community Promotions	
Naugatuck Valley Council of Gov't	
Veterans Strong	
Mayor's Task Force on Aids	
Comptroller's Office	Glenn Klocko
Board of Finance	
Housing Code Board of Appeals	
Boards and Commissions	
North Central Regional Mental Health	
C-Med	
Substance Abuse Action Council	

**Board of Finance  
Budget Hearing #2  
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02/14/2017 08:27  
JodiMcGrane

CITY OF BRISTOL  
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011034 COMMUNITY PROMOTIONS							
0011034 581730 MUM FEST	.00	.00	.00	.00	.00	50,000.00	.0%
TOTAL COMMUNITY PROMOTIONS	.00	.00	.00	.00	.00	50,000.00	.0%
TOTAL GENERAL FUND	.00	.00	.00	.00	.00	50,000.00	.0%
GRAND TOTAL	.00	.00	.00	.00	.00	50,000.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

**Jodi McGrane - Fwd: 2017 Mum Festival**

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**From:** Jack Ferraro <[john1334jf.ao@gmail.com](mailto:john1334jf.ao@gmail.com)>  
**To:** <[jodimcgrane@bristolct.gov](mailto:jodimcgrane@bristolct.gov)>  
**Date:** 11/4/2016 10:25 AM  
**Subject:** Fwd: 2017 Mum Festival

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Begin forwarded message:

**From:** "Ken Cockayne" <[KenCockayne@bristolct.gov](mailto:KenCockayne@bristolct.gov)>  
**Date:** September 28, 2016 at 2:48:50 PM EDT  
**To:** "Jack Ferraro" <[john1334jf.ao@gmail.com](mailto:john1334jf.ao@gmail.com)>  
**Cc:** "Glenn Klocko" <[GlennKlocko@bristolct.gov](mailto:GlennKlocko@bristolct.gov)>  
**Subject:** Re: 2017 Mum Festival

Jack,

Your committee did a outstanding job with the festival and parade. It was a great time for all and you need to be commended.

I will pass this request along to the Board of Finance to discuss and take action on.

Have a nice night

Ken Cockayne  
Mayor  
City of Bristol  
111 N. Main Street  
Bristol, CT 06010  
860-584-6250  
[kencockayne@bristolct.gov](mailto:kencockayne@bristolct.gov)

>>> Jack Ferraro <[john1334jf.ao@gmail.com](mailto:john1334jf.ao@gmail.com)> 9/28/2016 2:44 PM >>>

Good afternoon Mayor,

As you know a lot of hard work and money went into the 2016 Mum Festival & Parade to make it the success that it was. The weather was also perfect, which

allowed for so many people to attend and enjoy this grand event. I would like the City Council to consider giving us a "single" grant for the entire Festival next year, that would also include the parade. If the City could sponsor the Festival with a \$50,000.00 grant to cover both Festival & Parade, we could then raise the other \$10,000.00.

I think we all can agree that this year's new reloaded Mum Festival & Parade placed Bristol on the map as a must do destination. The Community at-large has been hailing the Festival as a major success. I know money is tight, but as we both discussed at the Festival on Saturday, it was money well spent. The City Grant would allow us to hit the ground running, instead of spending months trying to raise the needed funds to run the Festival. Like most volunteer groups, we do not have the numbers to sustain this event with the current workload on us. The Grant would allow us the time for making the Festival/Parade manageable for years to come. Please consider this request at the next meeting, so that the Exchange & Mum Committee can start planning the 2017 Festival.

Thank you for all your support with this great event!

Jack Ferraro  
President  
Greater Bristol Exchange Club

--  
Jack

02/14/2017 08:28  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011020 INFORMATION SYSTEMS							
0011020 514000 REG WAGES	480,529.32	478,490.00	487,000.00	291,205.00	487,000.00	494,255.00	3.3%
0011020 515100 OVERTIME	.00	250.00	250.00	.00	250.00	250.00	.0%
0011020 517000 OTHER WAGE	5,762.51	4,655.00	4,655.00	1,000.00	4,655.00	4,740.00	1.8%
0011020 531140 TRAINING	4,529.79	2,500.00	4,330.00	.00	4,330.00	2,500.00	.0%
0011020 543000 REP & MAIN	270,570.87	317,820.00	318,229.50	259,200.73	318,229.00	352,025.00	10.8%
0011020 543010 FIBER LINE	6,315.08	5,000.00	8,555.00	6,100.00	8,555.00	5,000.00	.0%
0011020 543110 MAJREPAIRS	1,642.71	2,000.00	2,518.14	1,580.69	2,518.00	2,000.00	.0%
0011020 553000 TELEPHONE	12,003.22	14,160.00	16,188.98	10,027.48	16,188.00	14,160.00	.0%
0011020 553100 POSTAGE	65.51	50.00	50.00	1.88	50.00	50.00	.0%
0011020 554000 TRAV REIMB	921.79	500.00	500.00	357.55	500.00	500.00	.0%
0011020 561800 PROG SUPPL	8,386.70	10,000.00	11,367.06	10,343.13	11,367.00	10,000.00	.0%
0011020 569000 OFFIC SUPL	13.90	250.00	250.00	250.00	250.00	250.00	.0%
0011020 570900 15008 OTH CAP OU	44,200.00	44,200.00	44,200.00	44,200.00	44,200.00	.00	-100.0%
0011020 570900 16004 EMAIL ARCH	13,831.07	.00	.00	.00	.00	.00	.0%
0011020 570900 16005 FILTER UPG	11,956.82	.00	.00	.00	.00	.00	.0%
0011020 579999 2017 EQUIP	.00	.00	.00	.00	.00	71,800.00	.0%
0011020 581120 CONF MEMB	225.00	2,500.00	4,200.00	410.00	4,200.00	2,500.00	.0%
TOTAL INFORMATION SYSTEMS	860,954.29	882,375.00	902,293.68	624,676.46	902,292.00	960,030.00	8.8%
TOTAL GENERAL FUND	860,954.29	882,375.00	902,293.68	624,676.46	902,292.00	960,030.00	8.8%
GRAND TOTAL	860,954.29	882,375.00	902,293.68	624,676.46	902,292.00	960,030.00	8.8%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

## Information Systems 2017-2018 Proposed Budget

<u>Object Code</u>	<u>Object Description</u>	<u>Qty</u>			<u>Requested Budget</u>	<u>16/17 Budget</u>	<u>% Change</u>
<b>514000</b>	<b>Regular Wages and Salaries</b>				<b>494,255.00</b>	<b>478,490.00</b>	<b>3.29</b>
	MIS Manager			119,834.00			
	(BPSA Level:12 Step:6 No Step Increase)						
	Senior Systems Analyst			90,484.00			
	(BPSA Level:9 Step:6 No Step Increase)						
	Network Manager			109,421.00			
	(BPSA Level:11 Step:6 No Step Increase)						
	Technical Support Specialist			58,172.07			
	(233 Level:10 Step:3 No Step increase)						
	Technical Support Specialist			58,172.07			
	(233 Level:10 Step:3 No Step increase)						
	Technical Support Specialist			58,172.07			
	(233 Level:10 Step:3 No Step increase)						
<b>515100</b>	<b>Overtime Wages and Salaries</b>				<b>250.00</b>	<b>250.00</b>	<b>0.00</b>
	Overtime	1.00		250.00			
<b>517000</b>	<b>Other Wages</b>				<b>4,740.00</b>	<b>4,655.00</b>	<b>1.83</b>
	BPSA Bonus	3.00	1,000.00	3,000.00			
	Doreen Vacation Buyback	1.00	1,736.00	1,736.00			
<b>531140</b>	<b>Training</b>				<b>2,500.00</b>	<b>2,500.00</b>	<b>0.00</b>
<b>543000</b>	<b>Repairs and Maintenance</b>				<b>352,025.00</b>	<b>317,820.00</b>	<b>10.76</b>
	MUNIS Software Support (including TCM EE)	1.00	145,395.00				
	GUI Support for MUNIS	1.00	6,200.00				
	MUNIS Disaster Recovery	1.00	24,582.00				
	MUNIS Employee Self Service	1.00	7,500.00				
	Email Anti-Spam Support	1.00	6,000.00				
	QDS Tax and Assessor Software Maintenance	1.00	35,000.00				
	Vision Assessor Software Support	1.00	15,450.00				
	Novell Network Software Maintenance	1.00	32,000.00				
	Kaspersky Anti-Virus Annual Maintenance	1.00	6,000.00				
	Website Annual Maintenance	1.00	7,000.00				
	Telephone System Maintenance	1.00	20,000.00				
	Backup Software Annual Maintenance	1.00	15,000.00				
	Web Filter Annual Maintenance	1.00	6,000.00				
	UPS Maintenance	1.00	2,500.00				
	Fiber Router Maintenance	1.00	7,000.00				
	Kronos	1.00	16,400.00				





## **2017-2018 Budget Capital Outlay Justification**

### **Office Chairs**

I am not sure how old these chairs are, but they were part of the Ergonomic upgrades that City Hall received many years ago. Some of them sink as you sit in them and the hydraulics are broken. Most of them have ripped armrests, we have tried to tape these or replace them with other armrests of broken chairs. For this reason, I feel we need to replace all 6 of the staff chairs in the department.

### **Upgrade Backup Solution for City and BOE**

We currently provide nightly backups for the BOE as well as the City servers. We replaced these systems a few years ago, but we have reached the point where we need to provide more capacity to handle the data that we are backing up. This request will allow us to replace or upgrade the current solution.



02/14/2017 08:29  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011019 CITY TREASURER							
0011019 460001 INT GENFND	-356,529.90	-250,000.00	-250,000.00	-204,841.42	-250,000.00	-300,000.00	20.0%
0011019 460006 INT A/R	-9,122.18	-3,000.00	-3,000.00	-4,473.29	-4,500.00	-6,000.00	100.0%
TOTAL CITY TREASURER	-365,652.08	-253,000.00	-253,000.00	-209,314.71	-254,500.00	-306,000.00	20.9%
TOTAL GENERAL FUND	-365,652.08	-253,000.00	-253,000.00	-209,314.71	-254,500.00	-306,000.00	20.9%
GRAND TOTAL	-365,652.08	-253,000.00	-253,000.00	-209,314.71	-254,500.00	-306,000.00	20.9%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

02/14/2017 08:30  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011019 CITY TREASURER							
0011019 514000 REG WAGES	89,268.05	85,300.00	87,095.00	54,685.66	87,095.00	91,945.00	7.8%
0011019 515200 PARTTIME	12,586.68	19,360.00	19,360.00	9,380.42	15,492.00	19,240.00	-.6%
0011019 531000 PROF FEE	800.00	5,800.00	5,800.00	800.00	5,800.00	5,800.00	.0%
0011019 553000 TELEPHONE	5.28	120.00	120.00	6.72	120.00	120.00	.0%
0011019 553100 POSTAGE	4,066.29	4,300.00	4,300.00	2,382.95	4,300.00	4,300.00	.0%
0011019 554000 TRAV REIMB	70.42	250.00	250.00	19.60	250.00	120.00	-52.0%
0011019 569000 OFFIC SUPL	486.05	550.00	550.00	550.00	550.00	550.00	.0%
0011019 581120 CONF MEMB	305.00	305.00	305.00	355.00	405.00	400.00	31.1%
0011019 581150 ANNUAL BND	300.00	300.00	300.00	.00	300.00	300.00	.0%
0011019 581400 BANK CHG	6,372.99	30,000.00	30,000.00	5,913.59	30,000.00	20,000.00	-33.3%
TOTAL CITY TREASURER	114,260.76	146,285.00	148,080.00	74,093.94	144,312.00	142,775.00	-2.4%
TOTAL GENERAL FUND	114,260.76	146,285.00	148,080.00	74,093.94	144,312.00	142,775.00	-2.4%
GRAND TOTAL	114,260.76	146,285.00	148,080.00	74,093.94	144,312.00	142,775.00	-2.4%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

**Treasurer- 0011019**

<b>Account</b>	<b>Object</b>	<b>Description</b>	<b>Request</b>
Regular Wages	514000	Wages for Deputy Treasurer and Accounting Clerk	\$91,945
Part Time	515200	Treasurer & PT Bookkeeper	\$19,240
Professional Fees & Services	531000	Social Security Death Master File	\$5,800
Telephone	553000	Office calls	\$120
Postage	553100	Accounts Payable checks	\$4,300
Travel Reimbursement	554000	Travel to conferences	\$120
Office Supplies	569000	Supplies for Office	\$550
Conference & Membership	581120	GFOA, Conferences/ meetings and membership	\$400
Misc. Bond Expense	581150	For Treasurer and Deputy Treasurer	\$300
Bank Charges	581400	Banking Services Fee	\$20,000
		<b>Total</b>	<b>\$142,775</b>





02/14/2017 08:31  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011017	PURCHASING							
0011017	514000 REG WAGES	173,949.10	183,700.00	186,350.00	111,033.86	186,350.00	188,570.00	2.7%
0011017	517000 OTHER WAGE	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
0011017	531140 TRAINING	76.47	300.00	300.00	30.00	300.00	300.00	.0%
0011017	543000 REP & MAIN	188.00	100.00	100.00	.00	100.00	100.00	.0%
0011017	553000 TELEPHONE	35.18	150.00	150.00	39.36	75.00	75.00	-50.0%
0011017	553100 POSTAGE	1,125.98	1,000.00	1,000.00	551.99	1,000.00	1,000.00	.0%
0011017	554000 TRAV REIMB	55.20	100.00	100.00	42.69	100.00	100.00	.0%
0011017	555000 PRINT/BIND	33.50	1,000.00	1,000.00	855.00	1,000.00	1,000.00	.0%
0011017	557700 ADVERTIS	4,972.63	5,000.00	5,000.00	4,806.38	5,000.00	5,000.00	.0%
0011017	569000 OFFIC SUPL	314.28	325.00	325.00	325.00	325.00	350.00	7.7%
0011017	581120 CONF MEMB	840.00	850.00	850.00	840.00	840.00	850.00	.0%
0011017	581150 ANNUAL BND	75.00	75.00	75.00	.00	75.00	75.00	.0%
	TOTAL PURCHASING	181,665.34	193,600.00	196,250.00	118,524.28	196,165.00	198,420.00	2.5%
	TOTAL GENERAL FUND	181,665.34	193,600.00	196,250.00	118,524.28	196,165.00	198,420.00	2.5%
	GRAND TOTAL	181,665.34	193,600.00	196,250.00	118,524.28	196,165.00	198,420.00	2.5%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

City of Bristol, Connecticut  
Purchasing Budget FY2018.xlsx

Backup

Purchasing- 0011017

Account	Object	Description	Request
Regular Wages	514000	Salaries for three positions as shown in BPSA and 233 union contracts	\$188,570
Other Wages	517000	BPSA payment per Section 17.2 of BPSA agreement	\$1,000
Training	531140	Continuing education materials	\$300
Repairs & Maint	543000	Repairs to office equipment- date stamp and binding equipment	\$100
Telephone	553000	Telephone and fax line services	\$75
Postage	553100	Mailing of purchase orders and courier services for expedited correspondence	\$1,000
Travel Reimbursement	554000	Misc travel for purchasing-related activities	\$100
Printing & Binding	555000	Purchase order forms (\$950) and envelopes (\$50)	\$1,000
Advertising	557700	Legal notices for routine bidding requirements (project specific ads charged to project)	\$5,000
Program Supplies	561800	n/a	\$0
Office Supplies	569000	Routine office supplies	\$350
Conference & Membership	581120	Participation in Capitol Region Purchasing Council (\$500), PPAC (\$150), NIGP (\$200)	\$850
Misc. Bond Expense	581150	Bond expense for financial officers	\$75
		<b>Total</b>	<b>\$198,420</b>





02/14/2017 12:00  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 10418 2017-18 BDA BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

CDBG FUND REDEVELOPMENT AUTH	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
1044101 BDA CITY SHARE							
1044101 514000 CDBG REG WAGES	236,312.60	243,850.00	243,850.00	142,873.94	280,488.00	350,470.00	43.7%
1044101 515100 CDBG OVERTIME	704.32	1,000.00	1,000.00	219.00	1,000.00	1,000.00	.0%
1044101 520100 CDBG LIFE INS	302.40	300.00	300.00	130.20	300.00	385.00	28.3%
1044101 520500 CDBG DISABILITY	96.00	95.00	95.00	36.75	95.00	120.00	26.3%
1044101 520700 CDBG FICA	14,306.08	15,130.00	15,130.00	8,783.46	17,390.00	21,730.00	43.6%
1044101 520750 CDBG MED INSUR	3,345.47	3,545.00	3,545.00	2,054.19	4,067.00	5,085.00	43.4%
1044101 520905 CDBG G/C RETIRE	.00	1,595.00	1,595.00	1,592.00	1,592.00	14,330.00	798.4%
1044101 531000 CDBG PROF FEES	1,500.00	1,500.00	1,500.00	1,360.00	1,500.00	1,500.00	.0%
1044101 543000 CDBG REP & MAIN	.00	150.00	150.00	.00	.00	.00	-100.0%
1044101 553000 CDBG TELEPHONE	25.37	150.00	150.00	21.88	150.00	150.00	.0%
1044101 553100 CDBG POSTAGE	504.85	1,000.00	1,000.00	550.38	1,000.00	1,000.00	.0%
1044101 554000 CDBG TRAV REIMB	1,300.96	2,500.00	2,500.00	142.53	2,500.00	3,000.00	20.0%
1044101 555000 CDBG PRINT/BIND	2,000.00	7,455.00	7,455.00	5,721.00	7,455.00	7,455.00	.0%
1044101 557700 CDBG ADVERTISNG	18,407.61	18,000.00	19,162.00	7,265.37	18,000.00	30,000.00	66.7%
1044101 561800 CDBG PROG SUPPL	1,199.02	1,500.00	1,500.00	340.90	1,500.00	1,500.00	.0%
1044101 569000 CDBG OFFIC SUPL	1,599.47	1,600.00	1,600.00	1,516.75	1,600.00	1,600.00	.0%
1044101 581120 CDBG CONF & MEM	2,743.50	6,000.00	6,256.00	5,579.49	6,000.00	6,000.00	.0%
1044101 581260 CDBG MISC PROMO	979.99	1,000.00	1,000.00	441.07	1,000.00	1,000.00	.0%
1044101 581270 CDBG TRADE SHOW	850.00	3,200.00	3,550.00	750.00	3,200.00	3,200.00	.0%
1044101 587467 CDBG DOWNTOWN	5,328.17	6,850.00	12,121.00	3,459.40	6,850.00	10,000.00	46.0%
1044101 591500 CDBG TFR ISFUND	47,903.24	51,030.00	51,030.00	23,819.61	63,853.00	85,850.00	68.2%
TOTAL BDA CITY SHARE	339,409.05	367,450.00	374,489.00	206,657.92	419,540.00	545,375.00	48.4%
TOTAL CDBG FUND REDEVELOPMEN	339,409.05	367,450.00	374,489.00	206,657.92	419,540.00	545,375.00	48.4%
GRAND TOTAL	339,409.05	367,450.00	374,489.00	206,657.92	419,540.00	545,375.00	48.4%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

CITY OF BRISTOL, 2017-2018 BUDGET PROPOSAL  
Bristol Development Authority

Bristol Development Authority City Share		<b>1044101 BACK-UP WORKSHEET</b>	
<b>Account</b>	<b>Object</b>	<b>Description</b>	<b>Request</b>
REGULAR WAGES & SALARIES	514000	Employee Salaries - Executive Director (98%), Administrative Assistant (75%), Grants Administrator (100%), Economic Development Specialist (100%), Marketing & Public Relations Specialist (100%) Community Development Coordinator (10%), Housing Rehabilitation and Project Specialist (1%)	350,470
OVERTIME WAGES & SALARIES	515100	Administrative Assistant and Housing Rehabilitation and Project Specialist, as needed. Grants Administrator, Economic Development Specialist and Marketing & Public Relations Specialist receive overtime after 40 hours per week and/or after 75 hours of compensatory time	1,000
OTHER WAGES	517000	Salary differentials for temporary position upgrades; Longevity bonus - no eligible employees as of 7/1/2013	0
LIFE INSURANCE	520100	Life Insurance premiums	385
DISABILITY INSURANCE	520500	Disability Insurance premiums	120
FICA	520700	F.I.C.A. payroll deduction at .062	21,730
MEDICARE INSURANCE	520750	Medicare payroll deduction at .0145%	5,085
GENERAL RETIREMENT	520905	General Retirement - City contribution to pension fund	14,330
PROFESSIONAL FEES & SERVICES	531000	Includes consultants for specialized projects such as CEDS update, Notary Public costs	1,500
TELEPHONE	553000	Allocated by Comptroller's Office	150
POSTAGE	553100	BDA Board and sub-committee mailings, Enterprise Zone and various correspondance related to economic development, grant applications	1,000
TRAVEL REIMBURSEMENT	554000	Travel to various meetings and events, funding workshops	3,000
PRINTING & BINDING	555000	Economic development packet inserts and newsletters; BDA Buzz	7,455
ADVERTISING & MARKETING	557700	Traditional sources such as Chamber Ad, electronic media such as CERC, materials for mailings and meetings, costs associated with new marketing initiatives	30,000
PROGRAM SUPPLIES	561800	Subscriptions for grant availability and economic development; necessary materials to carry out programs	1,500
OFFICE SUPPLIES	569000	Miscellaneous Office Supplies	1,600
CONFERENCES & MEMBERSHIPS	581120	Necessary conferences and meetings; necessary memberships	6,000
MISCELLANEOUS PROMOTIONS	581260	Marketing materials and supplies for community events	1,000
TRADE SHOWS	581270	Cost of booth space, materials for events	3,200
DOWNTOWN REVITAL. ACTIVITY	587467	Banners and replacement parts, small streetscape improvements, way-finder signs	10,000
CITY HEALTH INSURANCE	591500	Per premium amounts provided by Comptroller's Office	85,850
			<b>\$545,375</b>

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 10418 2017-18 BDA BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

CDBG FUND REDEVELOPMENT AUTH	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
1044102 BDA REHABILITATION							
1044102 514000 CDBG REG WAGES	61,203.28	61,705.00	61,705.00	34,737.44	61,705.00	72,895.00	18.1%
1044102 515100 CDBG OVERTIME	504.53	400.00	400.00	176.87	700.00	1,000.00	150.0%
1044102 520100 CDBG LIFE INS	50.40	50.00	50.00	25.20	50.00	65.00	30.0%
1044102 520500 CDBG DISABILITY	24.00	25.00	25.00	10.50	25.00	30.00	20.0%
1044102 520700 CDBG FICA	3,707.71	3,830.00	3,830.00	2,094.98	3,825.00	4,520.00	18.0%
1044102 520750 CDBG MED INSUR	869.16	895.00	895.00	489.86	895.00	1,060.00	18.4%
1044102 531000 CDBG PROF FEES	.00	.00	1,000.00	1,000.00	1,000.00	2,000.00	.0%
1044102 554000 CDBG TRAV REIMB	697.94	1,000.00	1,000.00	363.20	1,000.00	1,000.00	.0%
1044102 561800 CDBG PROG SUPPL	.00	1,000.00	1,000.00	.00	1,000.00	1,000.00	.0%
1044102 570900 CDBG CAMERA	1,484.99	.00	.00	.00	.00	.00	.0%
1044102 587100 CDBG RES REHAB	133,830.03	203,319.00	153,319.00	135,533.03	153,319.00	200,000.00	-1.6%
1044102 587105 CDBG RH MULTI	66,501.08	.00	50,000.00	22,428.37	50,000.00	50,000.00	.0%
1044102 591500 CDBG TFR ISFUND	18,106.68	19,840.00	19,840.00	9,542.15	19,465.00	21,190.00	6.8%
TOTAL BDA REHABILITATION	286,979.80	292,064.00	293,064.00	206,401.60	292,984.00	354,760.00	21.5%
TOTAL CDBG FUND REDEVELOPMEN	286,979.80	292,064.00	293,064.00	206,401.60	292,984.00	354,760.00	21.5%
GRAND TOTAL	286,979.80	292,064.00	293,064.00	206,401.60	292,984.00	354,760.00	21.5%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

CITY OF BRISTOL, 2017-2018 BUDGET PROPOSAL  
 Bristol Development Authority

Bristol Development Authority - CDBG Housing Rehabilitation program Support Staff			
<b>1044102 BACK-UP WORKSHEET</b>			
<b>Account</b>	<b>Object</b>	<b>Description</b>	<b>Request</b>
REGULAR WAGES & SALARIES	514000	Employee Salaries - Housing Rehabilitation and Project Specialist (99%); Community Development Coordinator 15%	\$ 72,895
OVERTIME WAGES & SALARIES	515100	Housing Rehabilitation and Project Specialist, as needed.	\$ 1,000
LIFE INSURANCE	520100	Life Insurance premiums	\$ 65
DISABILITY INSURANCE	520500	Disability Insurance premiums	\$ 30
FICA	520700	F.I.C.A. payroll deduction at .062	\$ 4,520
MEDICARE INSURANCE	520750	Medicare payroll deduction at .0145%	\$ 1,060
PROFESSIONAL FEES & SERVICES	531000	City Clerk fees to file Grant Agreements and Releasees	\$ 2,000
TRAVEL REIMBURSEMENT	554000	Housing Rehabilitation and Project Specialist performs inspections and completes applications in homes throughout the City; attends HUD training and meetings	\$ 1,000
PROGRAM SUPPLIES	561800	Materials necessary to carry out Rehabilitation programs and other projects	\$ 1,000
CAMERA	570900	Camera Purchase 2015-2016	\$ -
RESIDENTIAL REHAB	587100	Residential Rehab	\$ 200,000
RH MULTI	587105	Residential Rehab - Multi	\$ 50,000
CITY HEALTH INSURANCE	591500	Per premium amounts provided by Comptroller's Office	\$ 21,190
			\$ 354,760

**These costs are paid as City expenses, then reimbursed by HUD.**

99% CDBG Costs are indicated in 4102; the remaining 1% is included in 4101

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 10418 2017-18 BDA BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

CDBG FUND REDEVELOPMENT AUTH	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
1044103 BDA ADMINISTRATION CDBG							
1044103 514000 CDBG REG WAGES	75,148.31	75,860.00	75,860.00	45,734.83	78,400.00	69,035.00	-9.0%
1044103 515100 CDBG OVERTIME	.00	500.00	500.00	.00	500.00	500.00	.0%
1044103 520100 CDBG LIFE INS	84.00	90.00	90.00	42.00	90.00	80.00	-11.1%
1044103 520500 CDBG DISABILITY	24.00	30.00	30.00	10.50	30.00	25.00	-16.7%
1044103 520700 CDBG FICA	4,588.88	4,710.00	4,710.00	2,786.65	4,878.00	4,280.00	-9.1%
1044103 520750 CDBG MED INSUR	1,070.98	1,105.00	1,105.00	651.60	1,141.00	1,005.00	-9.0%
1044103 531000 CDBG PROF FEES	90.00	2,000.00	1,000.00	.00	1,000.00	5,000.00	150.0%
1044103 553000 CDBG TELEPHONE	.00	50.00	50.00	.00	.00	.00	-100.0%
1044103 553100 CDBG POSTAGE	346.73	400.00	400.00	202.25	400.00	400.00	.0%
1044103 554000 CDBG TRAV REIMB	188.92	895.00	895.00	97.03	895.00	895.00	.0%
1044103 555000 CDBG PRINT/BIND	.00	600.00	600.00	.00	600.00	600.00	.0%
1044103 557700 CDBG ADVERTISNG	2,426.90	3,500.00	3,500.00	317.10	3,500.00	3,500.00	.0%
1044103 561800 CDBG PROG SUPPL	812.10	1,160.00	1,160.00	.00	1,160.00	1,160.00	.0%
1044103 569000 CDBG OFFIC SUPL	983.73	1,410.00	1,410.00	500.00	1,410.00	1,410.00	.0%
1044103 581120 CDBG CONF & MEM	324.00	1,000.00	1,000.00	156.87	1,000.00	2,000.00	100.0%
1044103 587902 CDBG FAIR HOUSE	755.00	3,000.00	3,000.00	.00	2,000.00	3,000.00	.0%
1044103 591500 CDBG TFR ISFUND	8,294.92	10,975.00	10,975.00	4,358.83	8,913.00	9,620.00	-12.3%
TOTAL BDA ADMINISTRATION CDB	95,138.47	107,285.00	106,285.00	54,857.66	105,917.00	102,510.00	-4.5%
TOTAL CDBG FUND REDEVELOPMEN	95,138.47	107,285.00	106,285.00	54,857.66	105,917.00	102,510.00	-4.5%
GRAND TOTAL	95,138.47	107,285.00	106,285.00	54,857.66	105,917.00	102,510.00	-4.5%

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CITY OF BRISTOL, 2017-2018 BUDGET PROPOSAL  
 Bristol Development Authority

Bristol Development Authority - CDBG Planning and Administration		1044103 BACK-UP WORKSHEET	
Account	Object	Description	Request
REGULAR WAGES & SALARIES	514000	Employee Salaries - Executive Director (2%), Administrative Assistant (25%), Community Development Coordinator (75%)	\$ 69,035
OVERTIME WAGES & SALARIES	515100	Hours as needed for Administrative Assistant to cover Public Hearings and evening meetings.	\$ 500
OTHER WAGES	517000	Does not apply	\$ -
LIFE INSURANCE	520100	Life Insurance premiums	\$ 80
DISABILITY INSURANCE	520500	Disability Insurance premiums	\$ 25
FICA	520700	F.I.C.A. payroll deduction at .062	\$ 4,280
MEDICARE	520750	Medicare payroll deduction at .0145%	\$ 1,005
PROFESSIONAL FEES & SERVICES	531000	Includes consultants for mapping, Census data, federally mandated reports	\$ 5,000
POSTAGE	553100	Annual mailings of CDBG request for proposal packets, various HUD correspondance.	\$ 400
TRAVEL REIMBURSEMENT	554000	Travel for meetings in Bristol and other cities, HUD meetings and training, Fair Housing events	\$ 895
PRINTING & BINDING	555000	Costs for program brochures	\$ 600
ADVERTISING & MARKETING	557700	Federally mandated advertising requirements for Public Hearings, Citizen Participation, Environmental Review Record	\$ 3,500
PROGRAM SUPPLIES	561800	Subscriptions for federal and state updates in community development; materials necessary to carry out administration of CDBG programs	\$ 1,160
OFFICE SUPPLIES	569000	Miscellaneous Office Supplies	\$ 1,410
CONFERENCES & MEMBERSHIPS	581120	Attendance at necessary conferences and meetings; necessary memberships	\$ 2,000
FAIR HOUSING PLANNING	587902	Federally mandated activities related to Affirmatively Furthering Fair Housing such as training/workshops provided by the CT Fair Housing Center	\$ 3,000
CONTINGENCY	589000	Used for unallocated federal funds	\$ -
CITY HEALTH INSURANCE	591500	Per premium amounts provided by Comptroller's Office	\$ 9,620

\$ 102,510  
 ...

**City of Bristol**  
**Salary Worksheet- Regular Wages- 514000**  
**FY 2017-2018**

DEPARTMENT **Bristol Development Authority**

ORG CODE: **1044101, City Share**

Union	Grade/ Step	Anniversary Date	Position	2016-2017 Budget	2016-2017 Projection	2017-2018 Request	
BPSA		12/26/2007	<b>Executive Director</b>	93,050	95,757	<b>\$ 103,825</b>	98%
	11-4 &	7/1/16-12/31/16	\$95,288/26.2 (\$48,025)				City
	11-5	1/7/17-6/30/17	\$99,386/26 (\$49,686)				
			\$ 97,711				
	11-5	7/1/17-12/29/17	\$101,871/26.1428 (\$51,214)				
	11-6	1/5/18-6/30/18	\$109,421/26 (\$54,730)				
			\$ 105,944				
BPSA		5/4/2015	<b>Econ. Dev/Grants Asst.</b>	50,545	13,816	<b>0</b>	100%
	5-4	7/1/16-Sept. Actual	Step 2; \$47,939				City
BPSA		12/29/2016	<b>Econ. Dev. Specialist</b>				100%
	7-2	12/29/16-6/30/17	59,568/26.2857 (\$30,123)	0	30,123	<b>62,698</b>	City
	7-2	7/1/17-1/4/18	\$61,057/26.1428 (\$30,718)	(			
	7-3	1/5/18-6/30/18	63,930/26 (\$31,980)				
BPSA		12/29/2016	<b>Marketing &amp; PR Spec.</b>	0	36,905	<b>75,033</b>	100%
	7-6	12/29/16-6/30/17	\$73,001/26.2857 (\$36,905)				City
		7/1/17-6/30/18	\$74,826/52.1428 (\$75,033)				
BPSA		10/7/2013	<b>Grants Administrator</b>	62,595	64,453	<b>\$ 68,873</b>	100%
	7-3	7/1/16-10/29/16	\$62,371/18 (\$21,600)				City
	7-4	11/5/16-6/30/17	\$65,164/34.2 (\$42,853)				
			\$64,453				
	7-4	7/1/17-10/26/17	\$66,793/18.1428 (\$23,313)				
	7-5	11/3/17-6/30/18	\$69,664/34 (\$45,560)				
			\$68,873				
BPSA		5/22/2006	<b>Community Dev. Coord.</b>	7,150	7,329	<b>\$ 7,503</b>	10%
	7-6	7/1/16-6/30/17	\$73,289				City
		7/1/17-6/30/18	\$75,033				
233		11/7/2011	<b>Administrative Assistant</b>	29,925	31,442	<b>31,912</b>	75%
	5-3	7/1/16-10/2/16	20.38/13.2 (\$10,098)				City
	6-3	10/3/16-6/30/17	21.76/39 (\$31,824)				
			\$41,922				
	6-3	7/1/17-6/30/18	21.76/52.1428 \$42,549				
233		5/12/2014	<b>Housing Rehabilitation &amp; Project Specialist</b>	625	623	<b>622</b>	1%
	11-3	7/1/16-6/30/17	31.84/52.2 (\$62,327)				City
		7/1/17-6/30/18	31.84/52.1428 (\$62,259)				
<b>TOTALS</b>				<b>\$ 243,890</b>	<b>\$ 280,448</b>	<b>\$ 350,466</b>	



**City of Bristol**  
**Salary Worksheet- Regular Wages- 514000**  
**FY 2017-2018**

DEPARTMENT: Bristol Development Authority  
 ORG CC ORG CODE: 1044102, CDBG Rehab

Union	Grade / Step	Anniversary Date	Position	2016-2017 Budget	2065-2017 Projection	2017-2018 Request	
233		5/12/2014	Housing Rehabilitation and Project Specialist	61,705	61,705	<b>61,636</b>	99% CDBG
	11-3	7/1/16-6/30/17	\$62,327				
		7/1/17-6/30/18	\$62,259				
BPSA		5/22/2006	<b>Community Development Coordinator</b>	0	0	<b>11,255</b>	15%
	7-6	7/1/16-6/30/17	\$73,289				
		7/1/17-6/30/18	\$75,033				
<b>TOTALS</b>				<b>\$ 61,705</b>	<b>\$ 61,705</b>	<b>\$ 72,891</b>	

- Unions and Supervisors
- BPSA City Hall
  - L233 Fire
  - L773 Non-Bargaining
  - NB Police
  - L754 PW/Parks/Water Dept.
  - L1338

**All positions must be approved by the salary committee before inclusion in the budget process. If there is a new position, include proper documentation with approvals.**







## City of Bristol Salary Worksheet- Premiums: Health, Life, Disability FY 2017-2018

DEPARTMENT: Bristol Development Authority  
ORG CODE:

12.9.16

BPSA	7.00	2.00
233	4.20	2.00

City Share / HUD	Premium Adjustment 0% increase	Health Co-Pay	Less Co-Pay	Position	Allocated Health	Allocated Life	Allocated Disability	Orgs.
	\$28,421	3,411	\$25,010	<b>Executive Director</b>		84	24	
98%		14.25%			24,510	82	24	4101
2%					500	2		4103
	10,423	\$1,251	\$9,172	<b>Grants Administrator</b>		84		
100		14.25%			9,172	84	24	4101
100	\$28,421	3,411	\$25,010	<b>Econ.Dev.Specialist</b>	25,010	84	24	4101
		14.25%						
100	\$22,141	\$3,162	\$18,979	<b>Marketing &amp; PR .</b>	18,979	84	24	4101
		14.25%						
	10,423	\$991	\$9,432	<b>Administrative Assistant</b>		51	24	
75%		9.5%			7,074	38	18	4101
25%					2,358	13	6	4103
	\$22,141	\$2,103	\$20,038	<b>Rehab &amp; Proj. Spec</b>		51	24	
99%		9.5%			19,838	50	24	4102
1%					200	1	0	4101
	\$10,423	\$1,408	\$9,015	<b>Comm. Dev. Coord.</b>		84	24	
75%		14.25%			6,761	63	18	4103
15%					1,352	13	4	4102
10%					902	8	2	4101
					116,656	522	168	
<b>TOTALS</b>								

	Health	Life	Disability
<b>4101</b>	85,847	381	116
<b>4102</b>	21,190	63	28
<b>4103</b>	9,619	78	24
	116,656	522	168

	Rounded Health	Life	Disability
	85,850	385	120
	21,190	65	30
	9,620	80	25
	116,660	530	175

**City of Bristol**  
**Salary Worksheet- FICA and Medicare**  
**FY 2017-2018**

DEPARTMENT: Bristol Development Authority  
 ORG CODE: F.I.C.A. 520700 0.062  
MEDICARE 520750 0.0145

City Share/ HUD	Org Code	Total Rate	Position	Allocated Rate	FICA: .062	MED: .0145
.98	4101	\$105,944	Executive Director	\$ 103,825	6,437	1,505
.02	4103			\$ 2,119	131	31
1	4101	\$62,698	Econ.Dev.Specialist	\$ 62,698	3,887	909
1	4101	75033	Marketing & PR Specialist	\$ 75,033	4,652	1,087
1	4101	\$68,873	Grants Administrator	\$ 68,873	4,270	999
.75	4101	\$42,549	Administrative Assistant	\$ 31,912	1,979	463
.25	4103			\$ 10,637	659	154
.10	4101	\$75,033	Community Development	\$ 7,503	465	109
.15	4102		Coordinator	\$ 11,255	698	163
.75	4103			\$ 56,275	3,489	816
.01	4101	\$62,259	Housing Rehab & Projects	\$ 622	39	9
.99	4102		Specialist	\$ 61,636	3,821	894
<b>TOTALS</b>					<b>\$ 30,528</b>	<b>\$ 7,139</b>

	FICA	MEDI
4101	21,729	5,081
4102	4,519	1,057
4103	4,280	1,001
TOTALS	30,528	7,139

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011031 YOUTH SERVICES							
0011031 432026 YTH BUREAU	-46,114.00	-46,115.00	-46,115.00	-27,211.00	-40,816.00	-40,815.00	-11.5%
0011031 432147 ENHAN SERV	-7,026.00	.00	-7,550.00	-5,034.00	-7,550.00	.00	.0%
0011031 432150 JUV DIVERS	-29,700.00	.00	-35,663.00	-26,748.00	-35,663.00	.00	.0%
TOTAL YOUTH SERVICES	-82,840.00	-46,115.00	-89,328.00	-58,993.00	-84,029.00	-40,815.00	-11.5%
TOTAL GENERAL FUND	-82,840.00	-46,115.00	-89,328.00	-58,993.00	-84,029.00	-40,815.00	-11.5%
GRAND TOTAL	-82,840.00	-46,115.00	-89,328.00	-58,993.00	-84,029.00	-40,815.00	-11.5%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011031	YOUTH SERVICES						
0011031 514000	REG WAGES	242,341.33	246,160.00	251,355.00	146,530.39	247,903.00	254,690.00 3.5%
0011031 515100	OVERTIME	1,550.64	1,640.00	1,640.00	2,090.22	2,500.00	1,650.00 .6%
0011031 515200	PARTTIME	18,476.18	23,060.00	23,060.00	12,838.74	23,060.00	22,505.00 -2.4%
0011031 517000	OTHER WAGE	2,646.88	2,650.00	2,650.00	4,342.95	4,343.00	2,695.00 1.7%
0011031 531000	PROF FEES	56,146.50	60,000.00	60,000.00	27,250.00	60,000.00	60,000.00 .0%
0011031 531115	JRB COORD	6,967.30	6,970.00	6,970.00	5,000.00	6,970.00	7,055.00 1.2%
0011031 531120	PROJ AWARE	40,657.04	41,000.00	41,125.00	12,115.30	40,500.00	41,000.00 .0%
0011031 531125	JUV DIVERS	29,700.00	.00	35,663.00	10,700.00	35,663.00	.00 .0%
0011031 531135	ENHAN SERV	7,026.00	.00	7,550.00	.00	7,550.00	.00 .0%
0011031 541000	UTILITIES	7,701.54	8,640.00	8,640.00	8,640.00	8,640.00	8,770.00 1.5%
0011031 541100	WATER SEWR	308.00	320.00	820.00	580.00	600.00	480.00 50.0%
0011031 543000	REP & MAIN	799.50	700.00	700.00	655.00	724.00	725.00 3.6%
0011031 543100	MV SERVICE	953.95	1,075.00	1,075.00	1,192.99	1,200.00	1,350.00 25.6%
0011031 553000	TELEPHONE	1,081.65	1,620.00	1,620.00	1,600.08	1,620.00	1,440.00 -11.1%
0011031 553100	POSTAGE	211.50	355.00	355.00	92.56	300.00	300.00 -15.5%
0011031 554000	TRAV REIMB	132.74	745.00	745.00	65.22	745.00	500.00 -32.9%
0011031 555000	PRINT/BIND	312.00	350.00	350.00	.00	350.00	350.00 .0%
0011031 561400	MAINT SUPL	248.31	250.00	250.00	.00	250.00	250.00 .0%
0011031 561800	PROG SUPPL	1,048.27	750.00	750.00	682.50	750.00	750.00 .0%
0011031 562100	HEATINGOIL	4,229.29	6,425.00	6,425.00	6,425.00	6,425.00	5,850.00 -8.9%
0011031 562600	MOT FUELS	865.07	1,000.00	1,000.00	444.20	1,000.00	1,150.00 15.0%
0011031 569000	OFFIC SUPL	1,224.99	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00 .0%
0011031 581120	CONF MEMB	475.00	525.00	525.00	522.50	525.00	525.00 .0%
0011031 581135	SCHOOLING	580.00	760.00	760.00	306.00	760.00	760.00 .0%
TOTAL YOUTH SERVICES		425,683.68	406,220.00	455,253.00	243,298.65	453,603.00	414,020.00 1.9%
TOTAL GENERAL FUND		425,683.68	406,220.00	455,253.00	243,298.65	453,603.00	414,020.00 1.9%
GRAND TOTAL		425,683.68	406,220.00	455,253.00	243,298.65	453,603.00	414,020.00 1.9%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

Youth Services - 0011031					
Account	Object	Description	Original	Request	Diff.
REGULAR WAGES	514000	4 Full time positions; rate determined by bargaining unit contracts.	246,160.00	254,690.00	8,530.00
OVERTIME WAGES & SALARIES	515100	Sr. Admin. Asst. by contract works a minimum of 2 hours overtime per month as recording secretary to the Youth Commission. In addition, she assists the Commission with three special events and must occasionally work overtime to meet deadlines for grant reporting. Admin. Asst.: 26 hrs./yr. x \$32.64 ~ \$849 Director: Overtime needed to respond to crisis situations, supervise staff to evaluate projects, and process grant and produce budget reports. 18 hrs. x \$45.15 ~ \$813	1,640.00	1,650.00	10.00
PARTTIME WAGES & SALARIES	515200	Change due to bargaining unit contract step decrease for new hire and increase in minimum wage. Programs & Admin. Asst.: Code 6/Step 1/2 @ .50 FTE = \$20,755 Part time Group Workers/Seasonal Programs: \$1,750 2 staff x 4.0 hrs.(avg.) x 6 wks. x \$16. ~ \$768 4 staff x 2.5 hrs.(avg.) x 6 wks. x \$16. ~ \$960	23,060.00	22,505.00	-555.00
OTHER WAGES	517000	Longevity bonus for 1 BPSA staff and 1 week vacation buy back in accordance with bargaining unit contract.	2,650.00	2,695.00	45.00

PROFESSIONAL FEES & SERVICES	531000	<p>Requesting level funding to meet the demand for services.</p> <p>INDIVIDUAL, GROUP &amp; FAMILY COUNSELING: \$45,000</p> <p>Serving approximately 45 youth and their families per year facing high-risk situations such as, violence, child endangerment or suicidality, necessitating intervention services. Families are not able to access behavioral health care or are under-insured though the severity and complicated nature of issues poses safety risks and requires a high level of attention. Services include clinical work, education, referrals, service coordination, advocacy, outreach to homes and schools, and crisis intervention as needed. Request Level funding; Professional Fees funding has been reduced by 19% in the past several years which resulted in families having to wait for services and fewer numbers being served. Direct Services and Case Management: 25 hrs x 48 wks x \$37.50 avg.= \$45,000</p> <p>CLINICAL &amp; CULTURAL CONSULTATION /LIC. ACCRED. \$ 5,400</p> <p>It is imperative for staff to have access to up-to-date training, techniques and clinical consultation to review risk factors and client progress.</p> <p>SPECIAL PROJECTS &amp; GRANT COORD/EVALUATION &amp; TRACKING:</p> <p>In addition, assistance is needed to compile data and evaluate services and support projects. Activities include, but not limited to: data collection, tracking and analysis, grant writing and editing, evaluation and report writing, website &amp; graphic design, program promotion, community organizing, resource development: \$5,000</p> <p>ENRICHMENT, DIVERSITY, PREVENTION PROGRAMMING: Successful model programs that support collaboration with regional districts to promote multi-cultural awareness, neighborhood safety and youth leadership skills and decreases high risk behavior. Training/Instruction/Facilitation for 3 programs: \$4,600</p> <p>Youth Services requests to maintain the current service level.</p> <p>In FY 2014, \$1,365 was transferred to Motor Vehicle Repair and a payment for \$2,200 was carried over.</p>	60,000.00	60,000.00	0.00
JRB COORDINATION	531115	<p>Youth Services provides case management to juveniles arrested and as well as Families With Service Needs diverted from the court system by the schools or police. The Coordinator is responsible for family interviews, performing background studies, finding appropriate sites for community service, monitoring the juveniles' progress, and providing weekly reports and making recommendations to the Juvenile Review Board (JRB). INTERVIEWER/COORDINATOR 7 hrs. x ~50 wks. x \$20.00 = \$6,970</p>	6,970.00	7,056.00	86.00

PROJECT AWARE	531120	PROJECT AWARE funds 13-15 social development, career training and life skills programs providing direct services to 170-210 unduplicated children and supplemental benefits to family members and peers. Programming is determined by and overseen by the Youth Commission. Project Aware was reduced 42% during the economic recession resulting in a decrease of number of youth served and collaborations with community agencies; juvenile crime increased. A restorative increase was received last year. Youth Services is requesting to maintain level funding and has been working to raise additional funds.	41,000.00	41,000.00	0.00
JUVENILE DIVERSION	531125	State Grant Funds specifically for Youth Service Bureaus to enhance services to juveniles who have committed a misdemeanor offense or have Families With Service Needs (FWSN) .	0.00	0.00	0.00
ENHANCEMENT SERVICES	531135	State Grant Funds specifically for Youth Service Bureaus to enhance services to youth and parents in accordance with the YSB charge by Statute. A 10% reduction in revenue is anticipated.	0.00	0.00	0.00
PUBLIC UTILITIES	541000	CL&P (electricity): Request is based on pas actual usage, increase of kwh and economic forecast.	8,640.00	8,770.00	130.00
WATER & SEWER CHARGES	541100	Water & Sewer: \$80 (avg.) x 4 quarters = \$320	320.00	480.00	160.00
REPAIRS & MAINTENANCE	543000	Fire safety, security and alarm inspection: AA Security System (\$156 yearly maint); Southern NE Fire Protection (\$59) Simplex Grinnell (\$475).	700.00	724.00	24.00
MOTOR VEHICLE SERVICE & REPAIR	543100	Oil Changes including filter, other fluid fill up and cleaning for 3 vehicles. (125 x 3 = \$375) Purchase of tires, miscellaneous parts, brakes and other services as needed [(\$140 x 5) = \$700].	1,075.00	1,350.00	275.00
TELEPHONE	553000	Frontier: \$35 mo. x 12 months = \$420 ATT: \$120 mo. x 10 months = \$1,200	1,620.00	1,440.00	-180.00
POSTAGE	553100	Based on current year expenses and factoring the postage rate as indicated by economic forecast. Heavy volume mailing during 3rd & 4th quarters.	300.00	300.00	0.00
TRAVEL REIMBURSEMENT	554000	Mileage reimbursement for (3) staff travel an average of 40 miles per 11.5 mos. reimbursed at a rate of \$.54/mile	745.00	500.00	-245.00
PRINTING & BINDING	555000	Business Cards: 2 boxes x \$80 = \$160 Commemorative Program Booklet or Brochures = \$190	350.00	350.00	0.00
MAINT SUPPLIES & MATERIALS	561400	Estimate for annual cost of cleaning products, paper goods and maintenance supplies.	250.00	250.00	0.00
PROGRAM SUPPLIES	561800	Easel paper, markers, certificates, props for activities, journals, electronic devices, therapeutic crafts and educational materials and supplies. Request for level funding.	750.00	750.00	0.00
HEATING OIL	562100	Based on a year's usage and the economic forecast. Estimate ~ 3,000 gal. x \$1.95 = \$5850	6,425.00	5,850.00	-575.00
MOTOR FUELS	562600	Projected mileage for 3 vans: approx. 7,000 mi.@ 13 mi./gal. (avg.) ~ 550 gal. x \$1.75 = \$962. Budget based on fuel usage reports received over the past 18 months on (2) minivans (1) 12 passenger van and economic forecast.	1,000.00	1,150.00	150.00

OFFICE SUPPLIES	569000	BYS stretches its office supply budget to the bare minimum to meet the every day supplies needs such as pens, pencils, certificates, flash drives, staples, tape, paper clips, envelopes, paper, batteries, etc. \$945 Additional items to office supplies include fax supplies: 1 Drum @ \$160 plus 4 toner cart. \$120 = \$280	1,225.00	1,225.00	0.00
CONFERENCES & MEMBERSHIPS	581120	BYS is a member of the statewide Connecticut Youth Service Bureau Association and is charged annual fee of \$522.50. One of the many benefits to membership is lobbying efforts for State funding. The results of these efforts has yielded an increase in annualized funds to the CT Youth Service Bureaus the past decade, and in the past two years, YSBs have received level funding along with additional Enhancement and Diversion funds to supplement our efforts. Our lobbyist is actively working to maintain our funding level.	525.00	525.00	0.00
SCHOOLING & EDUCATION	581135	Staff are responsible for the safety and welfare of youth residing in moderate to high risk situations and assume professional and personal responsibility and liability. Maintaining an adequate degree of professional development training and practice techniques is essential. Professional development training for 4 full time staff at \$190 per person.	760.00	760.00	0.00
			406,165.00	414,020.00	7,855.00







02/14/2017 08:34  
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CITY OF BRISTOL  
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
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0014012 COMMUNITY SERVICES							
0014012 450301 REIMBURSE	-11,187.97	-9,700.00	-9,700.00	-380.00	-8,650.00	-8,650.00	-10.8%
TOTAL COMMUNITY SERVICES	-11,187.97	-9,700.00	-9,700.00	-380.00	-8,650.00	-8,650.00	-10.8%
TOTAL GENERAL FUND	-11,187.97	-9,700.00	-9,700.00	-380.00	-8,650.00	-8,650.00	-10.8%
GRAND TOTAL	-11,187.97	-9,700.00	-9,700.00	-380.00	-8,650.00	-8,650.00	-10.8%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014012 COMMUNITY SERVICES							
0014012 514000 REG WAGES	43,561.61	45,750.00	45,750.00	27,078.17	45,750.00	45,895.00	.3%
0014012 515100 OVERTIME	361.66	680.00	680.00	88.03	680.00	680.00	.0%
0014012 531000 PROF FEES	620.00	620.00	620.00	420.00	620.00	520.00	-16.1%
0014012 543000 REP & MAIN	860.00	2,040.00	3,220.00	2,040.00	2,040.00	2,040.00	.0%
0014012 553000 TELEPHONE	377.42	390.00	390.00	390.00	390.00	540.00	38.5%
0014012 553100 POSTAGE	229.71	300.00	300.00	62.58	300.00	240.00	-20.0%
0014012 554000 TRAV REIMB	150.14	315.00	315.00	210.36	315.00	315.00	.0%
0014012 561400 MAINT SUPL	79.49	80.00	80.00	.00	80.00	80.00	.0%
0014012 569000 OFFIC SUPL	399.69	400.00	400.00	252.50	400.00	400.00	.0%
0014012 581120 CONF MEMB	280.00	360.00	360.00	305.00	360.00	360.00	.0%
0014012 581240 EVIC AUC	6,351.77	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	.0%
0014012 581745 INCIDENTAL	2,000.00	2,000.00	2,000.00	867.68	2,000.00	2,000.00	.0%
0014012 587232 RELOCATION	52,207.53	68,330.00	68,330.00	15,917.00	42,000.00	42,000.00	-38.5%
TOTAL COMMUNITY SERVICES	107,479.02	129,265.00	130,445.00	55,631.32	102,935.00	103,070.00	-20.3%
TOTAL GENERAL FUND	107,479.02	129,265.00	130,445.00	55,631.32	102,935.00	103,070.00	-20.3%
GRAND TOTAL	107,479.02	129,265.00	130,445.00	55,631.32	102,935.00	103,070.00	-20.3%

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Community Services					
Account	Object	Description	Original	Request	Diff.
REGULAR WAGES	514000	Salary for Oct to Jun (Calculations for 2016 including increased step on October 10 anniversary date totals \$45,690)	45,750.00	45,895.00	145.00
OVERTIME WAGES & SALARIES	515100	Time to facilitate eviction related activities and assist with Fair Housing initiatives. Eviction and relocation related activities have increased this fiscal year. Moving and storage activities or people in urgent needs to relocate after a condemnation need to be addressed in the present time. ((6 occurrences at 7/3 step (6@ reg ot, 7.5 @1.5) + (6 occurrences at 9/6 step)	680.00	680.00	0.00
PROFESSIONAL FEES & SERVICES	531000	Consultation and training with Fair Housing , code enforcement, psychiatric disorders (hoarding) or relocation related issues \$200.00 Contractual fee for monitoring eviction pickup of personal property. 8 occurrences @ \$40.00 per occasion totalling \$320.00	620.00	520.00	(100.00)
REPAIRS & MAINTENANCE	543000	Pest control at storage facilities. City facility and private storage facility: 24 treatments x \$85.00 = \$2,040.00	2,040.00	2,040.00	0.00
TELEPHONE	553000	Twelve months cell phone bill x \$45.00 = \$540.00	390.00	540.00	150.00
POSTAGE	553100	Postage costs have been averaging aorund \$20.00 monthly = appx \$240.00 annual.	300.00	240.00	(60.00)
TRAVEL REIMBURSEMENT	554000	Mileage reimbursement for staff who must travel to storage facilities several times per month and provider meetings several times per year. Average 49 mi. x 12 mos. X \$535 = \$315.00.	315.00	315.00	0.00
MAINT SUPPLIES & MATERIALS	561400	Level funding. Cleanse, sanitize and disinfect chairs, tables, and environment post consumer appointments.	80.00	80.00	0.00
OFFICE SUPPLIES	569000	Level funding. Office supplies required in order to conduct business.	400.00	400.00	0.00
CONFERENCES & MEMBERSHIPS	581120	Connecticut Local Administrators of Social Services (C.L.A.S.S.) membership dues (\$280.00), plus 2016 additional annual training day fee (\$80.00). CLASS provides a forum for coordinators to become informed on the State Department plans and how to access entitlement services available to local citizens. CLASS affords a medium for the municipal agents to identify and discuss the mutual needs, trends and problems of the citizenry, and alternative solutions. Members receive eight free trainings in: victim services; elderly protective services; energy assistance; housing assistance programs, and; updates in eviction and relocation regulations. The Department's Coordinator relies on these trainings to be able to perform her duties by accessing medical, financial and relocation services for citizens and file the necessary paper work.	360.00	360.00	0.00
WELFARE EVICTIONS & AUCTIONS	581240	Fees for storage facilities; mandate to store residents personal property following an eviction or relocation. Private storage unit @ \$496.00 x 12 mos. \$5952.00 Plus an additional private unit @ \$297 x 6 mos. \$1782.00 totalling \$7735.00	8,000.00	8,000.00	0.00
NONREIMBURSABLE INCIDENTALS	581745	Emergency assistance with basic needs and items to assist with employability.	2,000.00	2,000.00	0.00

<b>Account</b>	<b>Object</b>	<b>Description</b>	<b>Original</b>	<b>Request</b>	<b>Diff.</b>
RELOCATION COSTS	587232	Fees associated with condemnations per city ordinance and state statute. Assistance varies based on the number of condemnations and residents eligible for services. Code Enforcement activities leveled out and increased cooperation with landlords to take responsibility to address blighted, neglected, or unsafe properties in the City.	68,330.00	42,000.00	(26,330.00)
		<b>Total</b>	<b>\$129,265</b>	<b>103,070.00</b>	<b>(26,195.00)</b>

02/14/2017 08:35  
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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

PINE LAKE CHALLENGE COURSE FND			2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
1321032	PINE LAKE CHALLENGE COURSE								
1321032	422004	CHALLENGE	-164,254.40	-152,800.00	-152,800.00	-28,477.00	-145,260.00	-152,800.00	.0%
1321032	460000	INT INCOME	-117.93	-140.00	-140.00	-85.77	-105.00	-140.00	.0%
TOTAL PINE LAKE CHALLENGE CO			-164,372.33	-152,940.00	-152,940.00	-28,562.77	-145,365.00	-152,940.00	.0%
TOTAL PINE LAKE CHALLENGE CO			-164,372.33	-152,940.00	-152,940.00	-28,562.77	-145,365.00	-152,940.00	.0%
GRAND TOTAL			-164,372.33	-152,940.00	-152,940.00	-28,562.77	-145,365.00	-152,940.00	.0%

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
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PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

PINE LAKE CHALLENGE COURSE FND			2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
1321032	PINE LAKE CHALLENGE COURSE								
1321032	515300 SEASONAL		120,515.20	127,500.00	127,500.00	49,732.71	123,250.00	126,500.00	-.8%
1321032	531000 PROF FEES		7,456.60	13,250.00	13,250.00	4,505.00	10,000.00	13,250.00	.0%
1321032	543200 EQUIP MAIN		2,480.00	4,340.00	4,340.00	3,050.00	4,340.00	4,640.00	6.9%
1321032	553000 TELEPHONE		222.62	540.00	540.00	540.00	540.00	580.00	7.4%
1321032	553100 POSTAGE		153.13	250.00	250.00	52.32	200.00	250.00	.0%
1321032	555000 PRINT/BIND		.00	500.00	500.00	.00	500.00	500.00	.0%
1321032	561400 MAINT SUPL		802.83	1,500.00	1,500.00	699.50	1,500.00	1,500.00	.0%
1321032	561800 PROG SUPPL		4,691.47	3,530.00	3,530.00	3,481.91	3,530.00	4,265.00	20.8%
1321032	569000 OFFIC SUPL		286.73	350.00	350.00	150.00	350.00	300.00	-14.3%
1321032	581135 SCHOOLING		210.00	1,180.00	1,180.00	140.50	1,155.00	1,155.00	-2.1%
TOTAL PINE LAKE CHALLENGE CO			136,818.58	152,940.00	152,940.00	62,351.94	145,365.00	152,940.00	.0%
TOTAL PINE LAKE CHALLENGE CO			136,818.58	152,940.00	152,940.00	62,351.94	145,365.00	152,940.00	.0%
GRAND TOTAL			136,818.58	152,940.00	152,940.00	62,351.94	145,365.00	152,940.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

**Pine Lake Challenge Course- Fund 132**

<b>Account</b>	<b>Object</b>	<b>Description</b>	<b>Request</b>
PARTTIME-CHALLENGE COURSE	515200		
SEASONAL WAGES	515300	PLCC employs 35 seasonal professionals and apprentices.	126,500.00
PROFESSIONAL FEES & SERVICES	531000	Inspection (\$1,500); Equipment repair, upgrade and replacement of cables, attachment points, platforms, staples (\$2,500); Program transportation contracted to deliver client services (\$2,250); Adventure-based training in advanced skills and rescue training and/or counseling and multi-cultural facilitation (\$2,200); Marketing/fund-raising/website (\$1,500). Adventure In & Adventure Out (\$3,300). Expenses are paid for by fees collected or other revenue such as grant funds.	13,250.00
EQUIPMENT MAINTENANCE CONTR	543200	(3) Port-o-lets serviced: (14 services @ \$310) + (3 services @ \$100) = \$4,640.	4,640.00
TELEPHONE	553000	Mobile Service 12 Months x \$48.3	580.00
POSTAGE	553100	No increase in request at this time; current expenses are under budgeted amount.	250.00
PRINTING & BINDING	555000	Business cards, brochures, promotional DVD's.	500.00
MAINT SUPPLIES & MATERIALS	561400	General maintenace supplies to clean, repair and preserve the outdoor facilitiy and portable equipment. Examples of needed items include, but are not limited to: hardware and lumber for minor repairs and upkeep, signage, and trash clean up supplies.	1,500.00
PROGRAM SUPPLIES	561800	Ropes (1/\$325), helmets (3@\$50), harnesses (10@\$35) carabineers and rapid links, belay devices (\$100), heavy tarps (2@\$50), mesh gear bags (3@\$25) props, game items, arts & crafts, science materials, consumable supplies (\$1,500). Customer luncheons/snacks paid for by client fees; most clients programs and workshops are scheduled for a full day and include lunch that is delivered to the program site (\$1,200). Promotion supplies and staff uniform shirts (\$450).	4,265.00
OFFICE SUPPLIES	569000	Paper, pens, envelopes, markers, easel paper, CDs, etc.	300.00
SCHOOLING & EDUCATION	581135	Required certification training for coordinator (\$280) and Senior facilitator/management team member training required to maintain minimum skill training and conferences for advanced state-of-the-art technical skills and risk management (5@\$175).	1,155.00
		<b>Total</b>	<b>\$152,940</b>

Pine Lake Challenge Course- Fund 132

Account	Object	Description	Request
SEASONAL WAGES	515300	PLCC employs 35 seasonal professionals and apprentices.	126,500.00
PROFESSIONAL FEES & SERVICES	531000	Inspection (\$1,500); Equipment repair, upgrade and replacement of cables, attachment points, platforms, staples (\$2,500); Program transportation contracted to deliver client services (\$2,250); Adventure-based training in advanced skills and rescue training and/or counseling and multi-cultural facilitation (\$2,200); Marketing/fund-raising/website (\$1,500). Adventure In & Adventure Out (\$3,300). Expenses are paid for by fees collected or other revenue such as grant funds.	13,250.00
EQUIPMENT MAINTENANCE CONTR	543200	(3) Port-o-lets serviced: (14 services @ \$310) + (3 services @ \$100) = \$4,640.	4,640.00
TELEPHONE	553000	Mobile Service 12 Months x \$48.3	580.00
POSTAGE	553100	No increase in request at this time; current expenses are under budgeted amount.	250.00
PRINTING & BINDING	555000	Business cards, brochures, promotional DVD's.	500.00
MAINT SUPPLIES & MATERIALS	561400	General maintenace supplies to clean, repair and preserve the outdoor facilitiy and portable equipment. Examples of needed items include, but are not limited to: hardware and lumber for minor repairs and upkeep, signage, and trash clean up supplies.	1,500.00
PROGRAM SUPPLIES	561800	Ropes (1/\$325), helmets (3@\$50), harnesses (10@\$35) carabineers and rapid links, belay devices (\$100), heavy tarps (2@\$50), mesh gear bags (3@\$25) props, game items, arts & crafts, science materials, consumable supplies (\$1,500). Customer luncheons/snacks paid for by client fees; most clients programs and workshops are scheduled for a full day and include lunch that is delivered to the program site (\$1,200). Promotion supplies and staff uniform shirts (\$450).	4,265.00
OFFICE SUPPLIES	569000	Paper, pens, envelopes, markers, easel paper, CDs, etc.	300.00
SCHOOLING & EDUCATION	581135	Required certification training for coordinator (\$280) and Senior facilitator/management team member training required to maintain minimum skill training and conferences for advanced state-of-the-art technical skills and risk management (5@\$175).	1,155.00
		<b>Total</b>	<b>\$152,940</b>

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 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014550 CEMETERY UPKEEP							
0014550 531400 SOLDIER'S	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	.0%
0014550 531405 LEWIS ST	25,075.00	25,075.00	25,075.00	25,075.00	25,075.00	25,075.00	.0%
0014550 531410 DOWNS ST	12,325.00	12,325.00	12,325.00	12,325.00	12,325.00	12,325.00	.0%
0014550 531415 LAKE AVE	40,375.00	40,375.00	40,375.00	40,375.00	40,375.00	40,375.00	.0%
TOTAL CEMETERY UPKEEP	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	.0%
TOTAL GENERAL FUND	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	.0%
GRAND TOTAL	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	79,075.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

02/14/2017 15:37  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011011 MAYOR'S OFFICE							
0011011 514000 REG WAGES	144,299.59	148,260.00	148,260.00	81,293.58	148,260.00	150,340.00	1.4%
0011011 515100 OVERTIME	53.66	200.00	200.00	.00	200.00	200.00	.0%
0011011 515200 PARTTIME	14,546.36	14,000.00	14,000.00	11,731.96	16,000.00	19,000.00	35.7%
0011011 517000 OTHER WAGE	.00	.00	4,950.00	2,697.40	4,950.00	7,800.00	.0%
0011011 531000 PROF FEES	6,000.00	20,500.00	20,500.00	16,900.00	16,900.00	7,000.00	-65.9%
0011011 553000 TELEPHONE	1,110.31	1,400.00	1,400.00	968.80	1,300.00	1,300.00	-7.1%
0011011 553100 POSTAGE	77.02	250.00	250.00	171.89	250.00	250.00	.0%
0011011 554000 TRAV REIMB	999.96	1,685.00	497.00	396.00	400.00	250.00	-85.2%
0011011 555000 PRINT/BIND	1,698.50	2,100.00	2,100.00	214.99	2,100.00	2,100.00	.0%
0011011 561800 PROG SUPPL	553.09	600.00	600.00	172.99	600.00	600.00	.0%
0011011 569000 OFFIC SUPL	608.70	700.00	700.00	500.00	700.00	700.00	.0%
0011011 570600 15001 OFFIC RENO	1,184.14	.00	.00	.00	.00	.00	.0%
0011011 581120 CONF MEMB	46,306.19	46,600.00	46,600.00	46,578.60	46,600.00	46,600.00	.0%
0011011 589100 MISC	3,532.60	5,500.00	1,738.00	1,676.24	1,738.00	1,500.00	-72.7%
TOTAL MAYOR'S OFFICE	220,970.12	241,795.00	241,795.00	163,302.45	239,998.00	237,640.00	-1.7%
TOTAL GENERAL FUND	220,970.12	241,795.00	241,795.00	163,302.45	239,998.00	237,640.00	-1.7%
GRAND TOTAL	220,970.12	241,795.00	241,795.00	163,302.45	239,998.00	237,640.00	-1.7%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

Mayor's Office- 0011011

Account	Object	Description	Request
Regular Wages	514000	Employee Salaries- Mayor & Executive Assistant	\$150,340
Overtime	515100	Executive Assistant- as needed	\$200
Part time Wages	515200	Part-time, Administrative Aide for 15-20 hour/week. Also, to cover absences of Executive Assistant as needed for sick and vacation. Wage increased approved.	\$19,000
Other Wages	517000	Mayors Stipend - Travel Reimburse & Miscellaneous \$650/month	\$7,800
Professional Fees	531000	Nutmeg TV for City Council Meetings \$500-\$600/month - \$7,000	\$7,000
Telephone	553000	Long Distance & Fax Charges for Office & Mayor's Cell Phone	\$1,300
Postage	553100	Office Postage	\$250
Travel Reimbursement	554000	Travel Expenses	\$250
Printing & Binding	555000	Office Envelopes, Business Cards, Stationary, Printing of Mayor's Tax Flyer in Tax Bills	\$2,100
Program Supplies	561800	Supplies for City/Mayor's Office Events	\$600
Office Supplies	569000	Office Supplies	\$700
Conference & Membership	581120	CT Conference of Municipalities \$42,230, US Conference of Mayor's Miscellaneous Mayor's Conferences - Chamber, NVCOG etc	\$46,600
Miscellaneous	589100	Miscellaneous Office Expenses	\$1,500
		<b>Total</b>	<b>\$237,640</b>







02/14/2017 08:53  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011010 CITY COUNCIL							
0011010 515200 PARTTIME	58,176.54	57,960.00	57,960.00	33,714.30	57,960.00	58,920.00	1.7%
TOTAL CITY COUNCIL	58,176.54	57,960.00	57,960.00	33,714.30	57,960.00	58,920.00	1.7%
TOTAL GENERAL FUND	58,176.54	57,960.00	57,960.00	33,714.30	57,960.00	58,920.00	1.7%
GRAND TOTAL	58,176.54	57,960.00	57,960.00	33,714.30	57,960.00	58,920.00	1.7%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

02/14/2017 08:53  
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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011034 COMMUNITY PROMOTIONS							
0011034 581770 PROMOTIONS	25,000.00	25,000.00	35,125.00	24,365.00	35,125.00	25,000.00	.0%
0011034 583100 CITY PROMO	32,813.12	5,000.00	8,859.38	2,960.79	8,800.00	5,000.00	.0%
0011034 583100 16044 CITY PROMO	600.00	.00	.00	.00	.00	.00	.0%
TOTAL COMMUNITY PROMOTIONS	58,413.12	30,000.00	43,984.38	27,325.79	43,925.00	30,000.00	.0%
TOTAL GENERAL FUND	58,413.12	30,000.00	43,984.38	27,325.79	43,925.00	30,000.00	.0%
GRAND TOTAL	58,413.12	30,000.00	43,984.38	27,325.79	43,925.00	30,000.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

02/14/2017 08:55  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011030 NAUG. VALLEY COUNCIL OF GOVERN							
0011030 531000 NVCOG	25,824.00	26,490.00	26,490.00	25,824.00	25,825.00	25,830.00	-2.5%
TOTAL NAUG. VALLEY COUNCIL O	25,824.00	26,490.00	26,490.00	25,824.00	25,825.00	25,830.00	-2.5%
TOTAL GENERAL FUND	25,824.00	26,490.00	26,490.00	25,824.00	25,825.00	25,830.00	-2.5%
GRAND TOTAL	25,824.00	26,490.00	26,490.00	25,824.00	25,825.00	25,830.00	-2.5%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*



**NAUGATUCK VALLEY  
COUNCIL of GOVERNMENTS**

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 • 203-757-0535 • 203-735-8688 • nvcogct.org

January 13, 2017

Mayor Kenneth Cockayne  
City of Bristol  
111 N. Main Street  
Bristol, CT 06010

Dear Mayor Cockayne,

At its January 13, 2017 meeting, NVCOG presented a preliminary FY2017-2018 dues recommendation. It is anticipated that the staff will present and the NVCOG board will adopt a budget in June 2017 that contains no increase over the current dues.

For budgeting, NVCOG's FY2017-2018 approved dues request for Bristol is currently \$21,953.00.

Thank you for your continued support of NVCOG.

Sincerely,

Richard T. Dunne  
Executive Director

D:b

Enc.

cc: Glen Klocko, Comptroller

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# NAUGATUCK VALLEY COUNCIL of GOVERNMENTS

49 Leavenworth Street, 3rd Floor, Waterbury, CT 06702 • 203-757-0535 • 203-735-8688 • nvcogct.org

	FY 2015			% change FY15 to FY16	FY2017		Proposed for FY 2018	
	Population	Per Capita Rate	Dues		Per Capita Dues	Dues	Per Capita Dues	Dues
Ansonia	19,249	0.584	11,235	-38%	0.363	6,987	0.363	6,987
Beacon Falls	6,049	0.427	2,583	-15%	0.363	2,196	0.363	2,196
Bethlehem	3,607	0.427	1,540	-15%	0.363	1,309	0.363	1,309
Bristol	60,477	0.483 *	29,210	-25%	0.363	21,953	0.363	21,953
Cheshire	29,261	0.427	12,494	-15%	0.363	10,622	0.363	10,622
Derby	12,902	0.584	7,531	-38%	0.363	4,683	0.363	4,683
Middlebury	7,575	0.427	3,235	-15%	0.363	2,750	0.363	2,750
Naugatuck	31,862	0.427	13,605	-15%	0.363	11,566	0.363	11,566
Oxford	12,683	0.427	5,416	-15%	0.363	4,604	0.363	4,604
Plymouth	12,243	0.623 *	7,629	-42%	0.363	4,444	0.363	4,444
Prospect	9,405	0.427	4,016	-15%	0.363	3,414	0.363	3,414
Seymour	16,540	0.584	9,654	-38%	0.363	6,004	0.363	6,004
Shelton	39,559	0.584	23,090	-38%	0.363	14,360	0.363	14,360
Southbury	19,904	0.427	8,499	-15%	0.363	7,225	0.363	7,225
Thomaston	7,887	0.427	3,368	-15%	0.363	2,863	0.363	2,863
Waterbury	110,366	0.427	47,126	-15%	0.363	40,063	0.363	40,063
Watertown	22,514	0.427	9,613	-15%	0.363	8,173	0.363	8,173
Wolcott	16,680	0.427	7,122	-15%	0.363	6,055	0.363	6,055
Woodbury	9,975	0.427	4,259		0.363	3,621	0.363	3,621
	448,738		211,225			162,892		162,892

\* These dues are from FY 2014 (the last time they paid dues to CCRPA)



**Farmington River Watershed Association, Inc.**

749 Hopmeadow Street, Simsbury, Connecticut 06070  
(860) 658-4442 Fax (860) 651-7519 www.frwa.org

January 2, 2017

Mayor Kenneth B. Cockayne  
City of Bristol  
111 North Main Street  
Bristol, CT 06010

Re: Request for FY 17-18 Support

Dear Mayor Cockayne,

On behalf of the Farmington River Watershed Association (FRWA), I am writing to ask the City of Bristol to continue supporting our efforts to protect the Pequabuck River for FY 17-18 at the rate of \$3,871.

As you know, the Pequabuck River (a key tributary to the Farmington) has improved dramatically over the past 30 years, but it remains a challenge to improve and protect its water quality. We envision the Pequabuck as a "destination" for businesses, recreation, and a pivot-point for civic pride.

Over the past year, FRWA has worked to protect the Farmington River and its tributaries with projects such as these:

- **Pequabuck River Watershed Based Plan** - FRWA has a Clean Water Act Section 319 grant from CT DEEP to develop an EPA-approved Watershed Based Plan for the Pequabuck River. We kicked off the project in Fall 2015, engaging Princeton Hydro Engineering to do the data gathering and analysis, and recommend action items. Ray Rogozinski, Jason Morrocco, and Carol Noble have already been a great help in moving the project forward, and we really appreciate their participation. Having an EPA-approved plan will open the door for Clean Water Act federal funding to address stormwater runoff issues in Bristol. As the project concludes in 2017, we look forward to discussing potential collaborations to implement any WBP recommendations that apply to Bristol.
- **Stormwater Management and Outreach** - FRWA is referenced in Bristol's Storm Water Management Plan as potentially playing a large role in developing the city's public outreach on stormwater. This past fall, FRWA was awarded a grant from the National Fish and Wildlife Foundation to do stormwater education and outreach in urban communities. We look forward to connecting with community and youth programs in Bristol to raise awareness about what we can all do to prevent polluted runoff.
- **Dam Removal** - FRWA remains hopeful of removing Bristol Brass Dam and the contaminated sediments behind it, despite the de-funding of this "shovel-ready" civic improvement project early in 2015. We continue to search for other sources of funding so that this highly desirable cleanup and river restoration project can go forward.
- **Streambank Improvement** - Belts of native vegetation at water's edge, often called streambank buffers, help to reduce the amount of polluted stormwater runoff pouring into our waterways. FRWA works with volunteer groups to install buffers and maintain native floodplain plants. It's a low-tech, low-cost, truly grassroots form of watershed management. **If you know of a site location that might need improvements please call the office!**



- **Water Quality Monitoring** – FRWA monitors water quality throughout the Farmington River and its key tributaries for bacteria, nutrients, and metals. FRWA also works with the CT DEEP and volunteers to assess aquatic insect populations as indicators of water quality, and monitor year-round water temperature at many locations in the watershed. Despite shrinking budgets at state agencies, the Farmington River remains well-monitored.
- **Affordable GIS Mapping** - FRWA provides its professional GIS mapping services at competitive rates to towns in the watershed. Sometimes this service is covered by town dues or external grants, but we can provide additional GIS mapping on a fee-for-service basis as well. FRWA's GIS Specialist Jeff Bolton would happily work with you on projects of mutual interest.
- **Technical Support** - FRWA is always glad to provide technical advice, should it be requested, to provide ideas on ways to reduce flooding or stormwater runoff problems in Bristol. We look forward to working with you and will support funding from the State to enable Bristol to address some of these chronic problem areas.

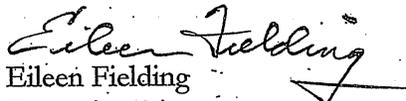
These are just a few examples of what we are doing at FRWA to establish a current and comprehensive understanding of watershed health while passing this valuable knowledge to you and your community.

Consistent with last year we are asking all of our large member towns to support us at the 8¢ per capita rate, to sustain the ongoing work of the Farmington River Watershed Association. For the City of Bristol dues have been calculated as follows:

Town Population:	60,477 (source: 2010 Census)
% of Town in Watershed:	80%
Membership Charge Per Capita:	8¢ per capita
Dues:	$60,477 \times 0.80 \times 0.08 = \$3,871$

FRWA greatly values our partnership with the Pequabuck River Watershed Association and the City of Bristol, and we hope you will ensure that this partnership will continue to thrive into the future. Please contact me directly at any time at 860.658.4442, extension 205, if you would like to discuss this request or any issues regarding the Pequabuck or Farmington Rivers. Thank you!

Sincerely,

  
 Eileen Fielding  
 Executive Director

cc: Jodi McGrane, Assistant to the Comptroller

02/14/2017 08:56  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0014500 HEALTH/SS OUTSIDE AGENCIES							
0014500 585204 ARMY STRNG	.00	.00	18,500.00	18,500.00	18,500.00	13,560.00	.0%
TOTAL HEALTH/SS OUTSIDE AGEN	.00	.00	18,500.00	18,500.00	18,500.00	13,560.00	.0%
TOTAL GENERAL FUND	.00	.00	18,500.00	18,500.00	18,500.00	13,560.00	.0%
GRAND TOTAL	.00	.00	18,500.00	18,500.00	18,500.00	13,560.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

Regional Demographics Re: Veterans					
				% of \$60k budget	
		Total Population	Veteran Population		
New Britain		72,878	2,978	16.70%	10,020.00
Bristol		60,570	4,024	22.60%	13,560.00
Southington		43,815	2,993	16.80%	10,080.00
Farmington		25,627	1,404	7.90%	4,740.00
Avon		18,421	990	5.60%	3,360.00
Plainville		17,801	1,205	6.80%	4,080.00
Canton		10,330	679	3.80%	2,280.00
Wolcott		16,716	1,062	6.00%	3,600.00
Plymouth		11,914	908	5.10%	3,060.00
Burlington		9,576	608	3.40%	2,040.00
Thomaston		7,683	533	3.00%	1,800.00
Harwinton		5,531	425	2.40%	1,440.00
		300,862	17,809		60,060.00

Total CT Population: 3,596,677 209,882 **\$3.37 / veteran**

Region Ratios: 8.36% 8.49%

Ratio of Veterans within Region: 5.92%

02/14/2017 08:57  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014500 HEALTH/SS OUTSIDE AGENCIES							
0014500 585098 HIV/TSKFRC	2,092.98	1,500.00	1,500.00	100.00	1,500.00	1,500.00	.0%
TOTAL HEALTH/SS OUTSIDE AGEN	2,092.98	1,500.00	1,500.00	100.00	1,500.00	1,500.00	.0%
TOTAL GENERAL FUND	2,092.98	1,500.00	1,500.00	100.00	1,500.00	1,500.00	.0%
GRAND TOTAL	2,092.98	1,500.00	1,500.00	100.00	1,500.00	1,500.00	.0%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

Mayor's Task Force on HIV/AIDS FY 2017-2018 Budget

Total budget

\$1,500

**Balance**

Category	Cost	Supplies from	In-kind-	Description
<b>II. Events</b>				
1) HIV Educational Forum				
a) supplies	\$200			folders, note pads, name tags, labels, certificates
b) honorarium speakers	\$300			\$100 each.
c) food		Supernatural	\$200	Food Items covered by registration fee and Member Donations
d) meeting space			Free	Bristol Public library
e) publicity		Members	50	Press releases, nutmeg TV, mass emails, flyers
f) educational materials/brochures		Clearinghouse		Brochures from the Community Distribution Center in Hartford on HIV, hepatitis B, Hepatitis C, Tuberculosis, STDs, HIV testing, STD testing
g ) promotional items				see under promotional items
h) CEU's	\$460		10	Certification Board/Social Worker
				Held at the Bristol Boys & Gilrs Club. Educational event on HIV/AIDS
2) Youth Event				
a) honorarium 1 speaker		Youth Staff	\$0	0
b) Incentive/prizes	\$300			\$10 gift certificate from Walmart for 20 youth. Kids will take a quiz at the end of the presentation to test their knowledge.
c) Meeting space			Free	will be provided by BB&GC at Cambridge Park
d) Educational materials/brochures			Free	Brochures from the Community Distribution Center in Hartford on HIV, hepatitis B, Hepatitis C, Tuberculosis, STDs, HIV testing, STD testing
e) food			\$0	provided by BB&GC
h ) promotional items				see under promotional items
<b>III) Promotional Items</b>				
a) Brochures	\$50.00			
b) Pens	\$90.00			
c) AIDS Awareness Pins	\$50.00			
d) Bags	\$50.00			
<b>Total Expense</b>	<b>\$1,500.00</b>	<b>\$0.00</b>	<b>\$260.00</b>	
<b>Our cost</b>				
<b>Savings</b>				

02/15/2017 08:57  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE		
0011018	COMPTROLLER'S OFFICE								
0011018	514000	REG WAGES	609,213.15	638,220.00	638,220.00	368,376.22	624,416.00	647,440.00	1.4%
0011018	515100	OVERTIME	2,918.78	2,500.00	2,500.00	2,005.77	3,000.00	3,000.00	20.0%
0011018	517000	OTHER WAGE	6,462.26	1,150.00	1,150.00	200.00	1,200.00	1,150.00	.0%
0011018	543000	REP & MAIN	.00	200.00	200.00	186.00	200.00	200.00	.0%
0011018	544400	RENT/LEASE	2,063.88	2,065.00	2,065.00	2,063.88	2,065.00	2,065.00	.0%
0011018	553000	TELEPHONE	14.37	100.00	100.00	6.20	75.00	75.00	-25.0%
0011018	553100	POSTAGE	1,767.51	2,700.00	2,700.00	853.86	2,200.00	2,200.00	-18.5%
0011018	554000	TRAV REIMB	161.23	250.00	250.00	77.87	250.00	250.00	.0%
0011018	555000	PRINT/BIND	1,757.35	2,200.00	2,200.00	700.00	2,200.00	2,200.00	.0%
0011018	557700	ADVERTISNG	1,224.19	1,800.00	1,800.00	.00	1,800.00	1,800.00	.0%
0011018	569000	OFFIC SUPL	879.48	1,400.00	1,400.00	1,023.39	1,400.00	1,400.00	.0%
0011018	581120	CONF MEMB	3,308.40	4,015.00	4,015.00	3,470.00	4,015.00	3,970.00	-1.1%
0011018	581150	ANNUAL BND	220.00	220.00	220.00	.00	220.00	220.00	.0%
	TOTAL COMPTROLLER'S OFFICE		629,990.60	656,820.00	656,820.00	378,963.19	643,041.00	665,970.00	1.4%
	TOTAL GENERAL FUND		629,990.60	656,820.00	656,820.00	378,963.19	643,041.00	665,970.00	1.4%
	GRAND TOTAL		629,990.60	656,820.00	656,820.00	378,963.19	643,041.00	665,970.00	1.4%

\*\* END OF REPORT - Generated by Jodi McGrane \*\*

<b>Account</b>	<b>Description</b>	<b>Request</b>
Regular Wages	Employee salaries	\$647,440
Overtime	Pension Board (Min 12 meetings) for Payroll & Pension Supervisor Budget hearings & workshops for Senior Accountant & Budget/Accounting Asst.	\$3,000
Other Wages	Assistant Comptroller BPSA Bonus \$1,000 Code adjustments per contract \$150	\$1,150
Repairs & Maintenance	Repairs of office equipment, time/date stamp in A/P & typewriter	\$200
Rents/Lease	Lease of folder/inserter machine \$171.99/month	\$2,065
Telephone	Long distance and fax charges	\$75
Postage	Various mailings and Fed Ex shipments	\$2,200
Travel Reimbursement	Mileage reimbursement for employees	\$250
Printing & Binding	Office envelopes, business cards Materials for printing of estimated budget, budget book, CAFR & PAFR	\$2,200
Advertising	Advertising of the budget	\$1,800
Office Supplies	Miscellaneous office supplies	\$1,400
Conference & Membership	National GFOA dues \$595 GFOA Submissions (CAFR, PAFR, Budget) \$1,500 GFOA- CT annual dues 3 @ \$65 Quarterly GFOA-CT meetings 4 meetings - \$200 @ 3 people = \$600 CPFO - 4 Exams @ \$145 each = \$580 Misc. \$500	\$3,970
Annual Bond	Comptroller's & Assistant Comptroller's Bond	\$220
	<b>Total</b>	<b>\$665,970</b>







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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011024 BOARD OF FINANCE							
0011024 515100 OVERTIME	1,432.54	1,250.00	1,250.00	608.41	1,250.00	1,300.00	4.0%
0011024 531000 PROF FEES	61,100.00	65,000.00	65,000.00	63,600.00	63,600.00	65,570.00	.9%
0011024 589100 MISC	.00	100.00	100.00	100.00	100.00	100.00	.0%
TOTAL BOARD OF FINANCE	62,532.54	66,350.00	66,350.00	64,308.41	64,950.00	66,970.00	.9%
TOTAL GENERAL FUND	62,532.54	66,350.00	66,350.00	64,308.41	64,950.00	66,970.00	.9%
GRAND TOTAL	62,532.54	66,350.00	66,350.00	64,308.41	64,950.00	66,970.00	.9%

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
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PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
-----							
0011026 HOUSING CODE BOARD OF APPEALS							
0011026 515100 OVERTIME	251.58	450.00	450.00	193.80	450.00	420.00	-6.7%
0011026 553100 POSTAGE	14.44	25.00	25.00	25.86	26.00	35.00	40.0%
TOTAL HOUSING CODE BOARD OF	266.02	475.00	475.00	219.66	476.00	455.00	-4.2%
TOTAL GENERAL FUND	266.02	475.00	475.00	219.66	476.00	455.00	-4.2%
GRAND TOTAL	266.02	475.00	475.00	219.66	476.00	455.00	-4.2%

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0011041 BOARDS AND COMMISSIONS							
0011041 515100 OVERTIME	4,273.29	7,050.00	7,050.00	2,207.84	7,050.00	6,500.00	-7.8%
0011041 553100 POSTAGE	23.28	50.00	50.00	.00	50.00	50.00	.0%
0011041 557700 ADVERTISNG	105.70	500.00	500.00	325.98	500.00	500.00	.0%
0011041 561800 PROG SUPPL	50.00	.00	.00	.00	.00	.00	.0%
TOTAL BOARDS AND COMMISSIONS	4,452.27	7,600.00	7,600.00	2,533.82	7,600.00	7,050.00	-7.2%
TOTAL GENERAL FUND	4,452.27	7,600.00	7,600.00	2,533.82	7,600.00	7,050.00	-7.2%
GRAND TOTAL	4,452.27	7,600.00	7,600.00	2,533.82	7,600.00	7,050.00	-7.2%

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CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014500 HEALTH/SS OUTSIDE AGENCIES							
0014500 585001 NCRMH	4,235.00	4,235.00	4,235.00	4,233.00	4,235.00	4,235.00	.0%
TOTAL HEALTH/SS OUTSIDE AGEN	4,235.00	4,235.00	4,235.00	4,233.00	4,235.00	4,235.00	.0%
TOTAL GENERAL FUND	4,235.00	4,235.00	4,235.00	4,233.00	4,235.00	4,235.00	.0%
GRAND TOTAL	4,235.00	4,235.00	4,235.00	4,233.00	4,235.00	4,235.00	.0%

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# NORTH CENTRAL REGIONAL MENTAL HEALTH BOARD, INC.

151 New Park Ave., Suite 14A, Hartford, CT 06106  
info@ncrmhb.org WWW.NCRMHB.ORG (860) 667-6388

November 21, 2016

Mr. Glenn Klocko  
Comptroller  
City of Bristol  
111 North Main Street  
Bristol, CT 06010

Dear Mr. Klocko:

First, I want to thank the town of Bristol for their town contribution for FY 2016-2017. We are grateful for the consistent level of support our towns continued to award us for this current year. I am submitting the yearly request for North Central Regional Mental Health Board (NCRMHB) for FY 2017-2018. Since 1992 the per capita contribution of towns to NCRMHB has remained constant at \$.07. The FY 2016-17 contribution for Bristol is \$4233 based upon 2010 census figures. Town funds combine with funds from the Connecticut Department of Mental Health and Addiction Services (DMHAS) to enable us to perform our statutory functions.

Created by Connecticut General Statutes (17a-483) in 1975, NCRMHB is a non-profit agency with volunteer members from each of the 37 towns in Region IV. **This unique structure permits local town representatives to evaluate state services provided to their citizens and recommend how state and federal mental health funds are to be spent. We are your town's quality assurance unit for local DMHAS funded services.**

Through NCRMHB, local citizens have a **direct impact on the services** that Bristol residents receive from DMHAS. Town representatives identify local needs and conduct service evaluations that lead to decisions to increase local funding, as well as to eliminate or change ineffective programs. They conduct special studies that lead to critical changes or new services. At the request of DMHAS, they submit a yearly regional service plan to address new trends, needs, and gaps in services seen at the local level – **an especially important task in 2017 as economic conditions change.** As the state reviews competing service requests, **the regional board is vital in articulating local needs in its region and where limited service dollars need to be directed.**

The enclosed Annual Report documents NCRMHB's **leadership and success in (1) stimulating new and enhanced and higher quality behavioral health services; (2) promoting wellness; (3) developing tools and resources for increasing the involvement of family members in supporting the recovery of family members with mental illness; (4) fostering consumer involvement in research and project development; 5) influencing policy and resource allocation; and 6) educating and collaborating with our communities to resolve local and statewide issues.**

We ask for your support for the **successful, cost effective** work of NCRMHB. Your contribution funds a small staff that supports **over a hundred volunteers.** We invite officials to attend our local Catchment Area Council meetings on the second Thursday of the month or call our Executive Director, Marcia DuFore, or the town's representative with requests or concerns. We also address concerns monthly with the DMHAS Commissioner.

Sincerely,

*pp. Eileen Swan*

Eileen Swan  
Chair, North Central Regional Mental Health Board

cc: Ken Cockayne Ward, Mayor  
Cheryl Thibeault, Chairman of the Board of Finance  
Jodi McGrane

02/14/2017 09:02  
 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1  
 bgnyrpts

PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014500 HEALTH/SS OUTSIDE AGENCIES							
0014500 585005 C-MED	48,100.35	50,170.00	50,170.00	50,165.11	50,170.00	52,020.00	3.7%
TOTAL HEALTH/SS OUTSIDE AGEN	48,100.35	50,170.00	50,170.00	50,165.11	50,170.00	52,020.00	3.7%
TOTAL GENERAL FUND	48,100.35	50,170.00	50,170.00	50,165.11	50,170.00	52,020.00	3.7%
GRAND TOTAL	48,100.35	50,170.00	50,170.00	50,165.11	50,170.00	52,020.00	3.7%

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# North Central Connecticut Emergency Medical Services Council, Inc.

January 6, 2017

Ken Cockayne  
Mayor  
City of Bristol  
111 North Main Street  
Bristol, Connecticut 06010

Dear Mayor Cockayne:

***Reference: CMED Fair Share Assessment***

Thank you for your community's continuing participation in the Coordinated Medical Emergency Direction (CMED), Communications System. During a 9-1-1 medical emergency each certified or licensed EMS Provider is in contact with North Central CMED. The communications system facilitates coordination between ambulances in 28 municipalities and 8 hospitals while the patient is en route. Our fiscal year ended June 30, 2016, recording 136,440 EMS calls for service.

As a regional asset, we continually seek opportunities to support interoperable communications initiatives that ultimately benefit 851,931 plus residents in the Capital Region. An outline of our organization's role and responsibilities is enclosed.

North Central CMED is the activation point for the Connecticut Long Term Care Mutual Aid Plan (LTCMAP). Many communities in the Capital Region have nursing homes and/or assisted living facilities. CT LTCMAP establishes a course of action and agreed commitment among participating hospitals, nursing homes and assisted living residences to assist each other when disaster strikes. CT LTCMAP, Active Shooter and Hospital Emergency Preparedness Response Plans are exercised throughout the year.

As you prepare your budget, we inform you that your Town Fair Share CMED Assessment for the Fiscal Year 2017-2018 is **\$52,019.55**. The assessment is used for operating expenses. It is based on a per capita rate of **86.051 cents** for your Town with a population of **60,452**.

<Continued>

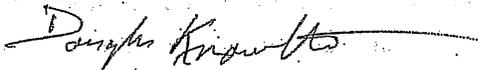
The population figures are taken from the Connecticut Department of Public Health Population Estimates as of July 1, 2015. We enclose the CMED Operations Budget for Fiscal Year 2017-2018 and North Central Connecticut EMS Council's 2016 Audited Financial Statements for your review.

North Central receives a State of Connecticut subsidy of thirty cents per capita for each community that acknowledges North Central CMED as its service provider. This subsidy has remained the same since the inception of the CT 9-1-1 surcharge on each telephone bill. **We request that your community pay the Town Fair Share Assessment indicated.** Together, your Town Fair Share Assessment and the State subsidy complete the total budget requirements.

We encourage each community to designate a representative to the CMED Communications Committee (CC). The CC provides guidance for CMED Operations and is responsible to develop its operating budget. It meets every other month at the EMS Council Administrative Office at Oak Hill School. The CC Meeting Schedule for this calendar year is attached. **If you have not designated a representative, please take the opportunity to do so.**

If you need additional information, please contact Betty R. Morris, Executive Director, at 860-769-6055. Thank you for your attention to this matter.

Sincerely,



Douglas Knowlton  
Chairman, NCCEMSC Communications Committee

Enclosures

c: Letter Only

**Glen S. Klocko, City Comptroller**

**Note: CMED Representative Position Currently Vacant**

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 JodiMcGrane

CITY OF BRISTOL  
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21801 2017-18 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2016 ACTUAL	2017 ORIG BUD	2017 REVISED BUD	2017 ACTUAL	2017 PROJECTION	2018 REQUEST	PCT CHANGE
0014500 HEALTH/SS OUTSIDE AGENCIES							
0014500 585006 SAAC	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	.0%
TOTAL HEALTH/SS OUTSIDE AGEN	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	.0%
TOTAL GENERAL FUND	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	.0%
GRAND TOTAL	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00	.0%

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**Your support helps 6,500 children, adults, and families recover from mental illness each year.**

January 13, 2017

Ms. Jodi A. McGrane  
Assistant Comptroller  
City of Bristol  
111 North Main Street  
Bristol, CT 06010

Dear Ms. McGrane,

On behalf of Community Mental Health Affiliates' (CMHA) Substance Abuse Action Council (SAAC) and the residents of Bristol, we are requesting \$3,800 in support for FY18 (July 1, 2016 through June 30, 2018) to prevent substance abuse through informational, promotional and educational activities in the community. In FY17, Bristol generously provided \$3,800 to help defray CMHA's operating costs.

CMHA's SAAC Director will continue to offer **Youth and Adult Mental Health First Aid** trainings to residents and community partners in Bristol. Mental Health First Aid trains participants to help someone experiencing a mental health related crisis. Course participants learn risk factors and warning signs for mental health and addiction concerns, strategies for helping someone in both crisis and non-crisis situations, and where to turn for help. This 8 hour certification training is appropriate for teachers, coaches, youth leaders, parents, and anyone who interacts regularly with youth.

CMHA is grateful for Bristol's past assistance in our work, which is critical to the wellbeing of our community. I hope we can rely upon your continued involvement and financial support for FY18.

Sincerely,

Marie Mormile-Mehler  
VP, Planning and Performance Improvement  
860.826.1358 x1630

Enc.

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