

## **SPECIAL REVENUE FUNDS**

### **Program Summary**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. A summary of the Special Revenue Funds as presented in the budget document behind the “Special Revenue” tab are shown below.

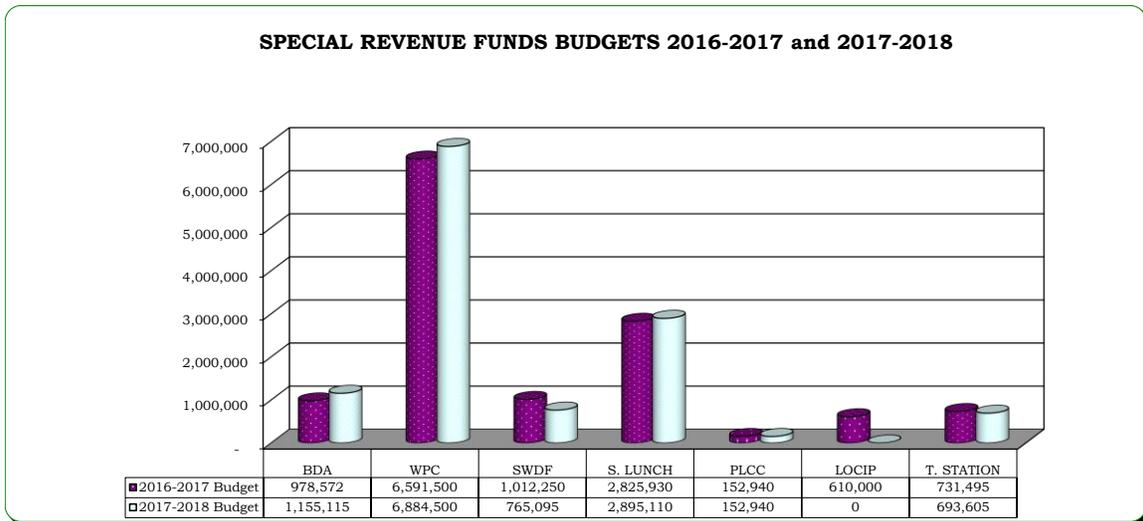
***The Special Revenue Funds in the 2017-2018 budget consist of the following:***

- COMMUNITY DEVELOPMENT BLOCK GRANT - BRISTOL DEVELOPMENT AUTHORITY
- SEWER (WPC) OPERATING AND ASSESSMENT
- SOLID WASTE DISPOSAL
- SCHOOL LUNCH PROGRAM
- PINE LAKE CHALLENGE COURSE
- LOCIP PROJECTS
- TRANSFER STATION

***Below is a listing of the Special Revenue Funds' actual expenditures for fiscal year 2015-2016 as well as budgets for fiscal year 2016-2017 and fiscal year 2017-2018.***

<b>Special Revenue Funds Budgets and Expenditures</b>			
	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Community Development Block Grant (BDA)	1,001,839	978,572	1,155,115
Sewer (WPC) Operating and Assessment	5,805,260	6,591,500	6,884,500
Solid Waste Disposal	1,104,673	1,012,250	765,095
School Lunch Program	3,007,057	2,825,930	2,895,110
Pine Lake Challenge Course	136,819	152,940	152,940
LOCIP Projects	650,000	610,000	0
Transfer Station	551,359	731,495	693,605
<b>Total Special Revenue Funds</b>	<b><u>\$12,257,007</u></b>	<b><u>\$12,902,687</u></b>	<b><u>\$12,546,365</u></b>

**Special Revenue Funds – (continued)**



**COMMUNITY DEVELOPMENT BLOCK GRANT  
BRISTOL DEVELOPMENT AUTHORITY**

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**Service Narrative**

The office of the Bristol Development Authority (BDA) is responsible for economic and community development in the City of Bristol, and is the successor agency to the Redevelopment Agency. The department is also responsible for writing and administering major grants. The department is governed by a nine-member, bi-partisan Board that is chaired by the Mayor. The Board has full responsibility for the Community Development Block Grant (CDBG) programs, reviews applications for the Neighborhood Assistance Act, oversees redevelopment activities which include the industrial park programs and tax abatements, and more.

The BDA office has seven staff members, the majority of which administer or generate special revenue. The Grants Administrator, Economic Development Specialist, and Marketing and Public Relations specialist positions are funded directly by the City, while four other positions – the Executive Director, the Community Development Coordinator, the Housing and Projects Specialist, and the department’s Administrative Assistant – are funded by both the City and the Federal government. The Federal government requires a specific accounting for each portion of the salaries. All activities herein have been and will be accomplished within the confines of available personnel and budgets.

Economic development efforts are concentrated on attracting, retaining, and growing industrial, office, medical, and retail establishments in the City. This strategy helps to grow the commercial/industrial tax base. One major component of the BDA’s economic development effort is to attract new businesses to Bristol in order to increase the tax base, provide jobs, and stimulate economic development in other ways. Part of this process includes promoting the many qualities that make Bristol an ideal location

**Program Summaries-  
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**Special Revenue Funds – (continued)**

to set up shop, from its educated and hard-working workforce to potential tax abatements and grant funding.

Downtown redevelopment, including the West End neighborhood, is a priority for the BDA. As much a fundamental quality of life issue as an economic development one, downtown redevelopment is part of a continuing effort to improve the physical environment, to attract new businesses, and to establish a new sense of purpose for the City center. The BDA has taken the lead on redeveloping approximately 15 acres in the heart of downtown now known as Centre Square.

**Fiscal Year 2017 Major Service Level Accomplishments**

**Economic Development**

- Coordinated the sale of approximately four acres of the Centre Square development site to Bristol Hospital for the construction of an approximately 60,000 square-foot medical office facility.
- Coordinated Urban Jobs tax abatements for several new businesses and manufacturers associated with their expansions/relocations to Bristol.
- Coordinated an economic development grant to Integra-Cast for the purchase of manufacturing equipment associated with its expansion to Bristol.
- Coordinated an economic development grant for Faneuil, Inc. to bring hundreds of new employees to downtown Bristol as part of its establishment of a call center on Valley Street.
- Coordinated an economic development grant to Arthur G. Russell for the expansion of its facility and for the creation of more than 20 new full-time employment positions.
- Coordinated an economic development grant to Jovek Tool & Die for the relocation of its manufacturing business to Bristol.
- Coordinated an economic development grant to Uniprop/PODS to build a new 130,000 square foot facility in the Southeast Bristol Business Park.
- Completed seven façade improvement projects to improve commercial properties in the downtown and West End neighborhoods.
- The BDA added a full-time City employee to its roster to assume all City of Bristol marketing duties previously handled by the Central Connecticut Chambers of Commerce.
- Completed the second year of StartUP Bristol, an innovative business plan competition designed to bring startup companies to Bristol.
- Continued to coordinate the efforts of Milone & MacBroom on designing a “Master Plan” for the 15-acre former Centre Mall site now known as Centre Square.

**Grants**

**Funding Highlights**

- The City was awarded a \$1.3 million CT DECD Brownfields cleanup grant for 894 Middle Street, a 17-acre property with tremendous economic development potential once it is free of contaminants. The proposal includes a proposed partnership with FuelCell Energy, Inc. to build a Fuel Cell Park on the rear corner of the lot that will encapsulate a significant portion of the contaminated soils, thus freeing the front portion of the parcel for development and sale.
- The City was awarded a Fire Prevention & Safety Grant (FP&S) from FEMA (Federal Emergency Management Agency) for a Smoke and CO Detector Installation program to provide education and install detectors in eligible residences over a two-year period.

**Program Summaries-  
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**Special Revenue Funds – (continued)**

Ongoing Grant/Project Administration

- A grant was awarded by CT DECD to update the Phase III environmental assessment at the former J.H. Sessions factory at 273 Riverside Avenue in anticipation of possible cleanup and disposition of the property. The City has engaged a Brownfield consultant to work with potential developers who are interested in acquiring the property.

**Community Development**

The U.S. Department of Housing and Urban Development (HUD) funds the annual Community Development Block Grant (CDBG) to the City of Bristol. The BDA develops a Five-Year Consolidated Plan and subsequent Annual Plan updates to determine how best to utilize funds for the benefit of Bristol and its residents. In 2015, HUD approved the City's new Five-Year Consolidated Plan, covering years July 1, 2015 through June 30, 2020.

In the new Consolidated Plan, priorities to guide funding allocations were established and ranked as: 1) Housing Rehabilitation; 2) Public Services; 3) Target Areas: West End Neighborhood and Summer Street Area; 4) Public Facilities; and 5) Economic Development. These priorities are used to evaluate all proposals and to fund the activities that make the best use of decreasing federal funds.

For 2016-2017, CDBG funds covered expenses for the BDA Housing Rehabilitation program. The Public Services covered were Christian Fellowship Center for meals and groceries; St. Vincent DePaul Mission for emergency shelter; the Bristol Boys and Girls Club for youth programs at Cambridge Park; Bristol Community Organization/Human Resources Agency for case management; United Way for the Bristol Early Childhood Alliance coordination; and Meals for the Needy for Senior Supplemental Food coordination. With program income and by re-programming funds, BDA was able to provide assistance for a flooring project at BARC on Lake Avenue, kitchen renovation at Komanetsky Estates, door replacement at the Bristol Historical Society, and sidewalk replacement on Summer Street.

**Fiscal Year 2018 Major Service Level Goals**

The BDA will continue to take advantage of economic development opportunities to ensure a strong local tax base, to increase employment opportunities, and to offer Bristol residents a variety of quality retail and housing options.

- Economic Development: The BDA will continue outreach initiatives to attract industrial, retail, office, and other commercial ventures to the City. This effort includes focusing on the 15-acre Centre Square site in the heart of downtown, selling building lots in the Southeast Bristol Business Park, and investigating economic development opportunities for Brownfields. The BDA will promote local grant/tax incentives as well as provide guidance on State, Federal, and other assistance available to new/expanding businesses. The BDA will focus on marketing functions through the Marketing Committee and the BDA's new Marketing and Public Relations Specialist.
- Downtown: The BDA is excited to be the lead City agency on downtown redevelopment. The department will work to encourage and support development on the Centre Square site as well as continue its positive relationship with downtown businesses and building owners to ensure the success of downtown redevelopment. This includes promoting local business incentives specific to the downtown area and working with City departments and local organizations on various events to promote the downtown area.

## **Program Summaries- Special Revenue Funds**

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### **Special Revenue Funds – (continued)**

- Grants: Grants staff will serve as the point of contact for ongoing grant-funded projects and will aggressively seek grant funds for City projects and services, including regional opportunities.
- Community Development: The BDA will administer, monitor, and report on CDBG activities to the City of Bristol and the U.S. Department of Housing and Urban Development. Various City departments and community organizations have stepped up efforts to end homelessness in Bristol. The BDA is part of the strategy, as it works in collaboration with the community services available. The Annual Action Plan for 2017-18 includes CDBG allocations to:
  - Continue providing Housing Rehabilitation assistance,
  - Support public service programs: emergency shelter at St. Vincent DePaul; outreach to youth at Cambridge Park; case management at Human Resources Agency; coordination of a senior supplemental food program by Zion Lutheran Church “Meals for the Needy” program; first-time homeownership program at the Bristol Housing Authority; and operating expenses at Prudence Crandall Center and For Goodness Sake.
  - Assist public facilities with improvements: sidewalk replacement projects in the Target Areas; a drainage project for McCabe-Waters Little League, and an accessibility construction project at the Salvation Army soup kitchen.

### **Long Term Goals**

- Economic Development: The BDA will sell the remaining acreage of the Southeast Bristol Business Park and assist in the relocation and expansion of companies of all types. While the BDA will continue to grow Bristol’s strong manufacturing base, the department will seek to attract a minimum of five companies each year working in other industries, such as bioscience, insurance, call centers and customer service, data management, retail, and others. The BDA will assist in the planning and redevelopment of downtown Bristol and will undertake several marketing initiatives, including further enhancing the City’s “All Heart” website, continuing the use of social media for economic development purposes, and implementing marketing and branding strategies for the City of Bristol.
- Grants: The BDA will continue to identify outside funding opportunities and coordinate funding needs that meet the requirements of the City of Bristol’s functional areas and departments.
- Community Development: The BDA will continue to provide Housing Rehabilitation grants to Bristol homeowners. Such assistance prevents blight conditions and preserves the housing stock throughout the City. These grants allow low-to-moderate-income homeowners to remain in their homes. With additional Federal and/or State funds, BDA could also expand investment in the target areas of the West End and Summer Street areas for concentrated community development support. Funding will be sought to supplement Federal CDBG funds as opportunities are offered through the State of Connecticut Department of Economic and Community Development and the State of Connecticut Department of Housing. Long-standing HUD regulations require municipalities such as Bristol to Affirmatively Further Fair Housing (AFFH). In 2019, the City of Bristol will submit an Assessment of Fair Housing (AFH) in accordance with changes in HUD regulations. BDA staff, the Fair Housing Officer, and the Bristol Housing Authority will be called upon to complete a new AFH tool that replaces the Analysis of Impediments to Fair Housing Choice.

**Program Summaries-  
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**Special Revenue Funds – (continued)**

The purpose of the HUD changes is to make AFFH more informative and meaningful to the City and its residents. The new AFH will be part of the next 5-Year Consolidated Plan for 2020.

**Expenditure and Position Summary**

	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2018 Budgeted</b>
Salary Expenditures	\$237,017	\$281,488	\$351,470
Full time Positions	6	7	7



**Budget Highlights**

**104 BRISTOL DEVELOPMENT AUTHORITY REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>1044101 BDA- CITYSHARE</b>							
490001		TRANSFER IN GENERAL FUND	\$353,870	\$367,450	\$367,450	\$545,375	\$545,375
		<b>TOTAL BDA- CITYSHARE</b>	<b>\$353,870</b>	<b>\$367,450</b>	<b>\$367,450</b>	<b>\$545,375</b>	<b>\$545,375</b>
<b>1044103 BDA- CDBG- ADMINISTRATION</b>							
431025		CDBG ENTITLEMENT	\$573,605	\$576,672	\$576,672	\$576,629	\$576,629
431083		REPROGRAMMING FUNDS CDBG	0	26,950	26,950	16,111	16,111
431084		PROGRAM INCOME	25,757	7,500	7,500	17,000	17,000
		<b>TOTAL BDA- CDBG- ADMINISTRATION</b>	<b>\$599,362</b>	<b>\$611,122</b>	<b>\$611,122</b>	<b>\$609,740</b>	<b>\$609,740</b>
		<b>TOTAL BRISTOL DEVELOPMENT AUTHORITY</b>	<b>\$953,232</b>	<b>\$978,572</b>	<b>\$978,572</b>	<b>\$1,155,115</b>	<b>\$1,155,115</b>

**Program Summaries-  
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**Special Revenue Funds – (continued)**

**1044101 BDA- CITYSHARE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
514000	CDBG	REGULAR WAGES	\$236,313	\$243,850	\$280,488	\$350,470	\$350,470
515100	CDBG	OVERTIME	704	1,000	1,000	1,000	1,000
<b>TOTAL SALARIES</b>			<b>\$237,017</b>	<b>\$244,850</b>	<b>\$281,488</b>	<b>\$351,470</b>	<b>\$351,470</b>
<b>CONTRACTUAL SERVICES</b>							
531000	CDBG	PROFESSIONAL FEES AND SERVICES	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
543000	CDBG	REPAIRS AND MAINTENANCE	0	150	150	0	0
553000	CDBG	TELEPHONE	25	150	150	150	150
553100	CDBG	POSTAGE	505	1,000	2,050	1,000	1,000
554000	CDBG	TRAVEL REIMBURSEMENT	1,301	2,500	1,150	3,000	3,000
555000	CDBG	PRINTING AND BINDING	2,000	7,455	7,455	7,455	7,455
557700	CDBG	ADVERTISING	18,408	18,000	20,662	30,000	30,000
581120	CDBG	CONFERENCES AND MEMBERSHIPS	2,744	6,000	6,256	6,000	6,000
581260	CDBG	MISCELLANEOUS PROMOTIONS	980	1,000	1,000	1,000	1,000
581270	CDBG	TRADE SHOWS	850	3,200	2,050	3,200	3,200
587467	CDBG	DOWNTOWN REVITALIZATION ACTIVITIES	5,328	6,850	12,121	10,000	10,000
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>\$33,640</b>	<b>\$47,805</b>	<b>\$54,544</b>	<b>\$63,305</b>	<b>\$63,305</b>
<b>BENEFITS</b>							
520100	CDBG	LIFE INSURANCE	\$302	\$300	\$300	\$385	\$385
520500	CDBG	DISABILITY INSURANCE	96	95	95	120	120
520700	CDBG	F.I.C.A	14,306	15,130	17,390	21,730	21,730
520750	CDBG	MEDICARE INSURANCE	3,345	3,545	4,067	5,085	5,085
520905	CDBG	GENERAL RETIREMENT	0	1,595	1,595	14,330	14,330
<b>TOTAL BENEFITS</b>			<b>\$18,050</b>	<b>\$20,665</b>	<b>\$23,447</b>	<b>\$41,650</b>	<b>\$41,650</b>
<b>SUPPLIES AND MATERIALS</b>							
561800	CDBG	PROGRAM SUPPLIES	\$1,199	\$1,500	\$1,500	\$1,500	\$1,500
569000	CDBG	OFFICE SUPPLIES	1,599	1,600	1,900	1,600	1,600
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$2,798</b>	<b>\$3,100</b>	<b>\$3,400</b>	<b>\$3,100</b>	<b>\$3,100</b>
<b>OPERATING TRANSFERS OUT</b>							
591500	CDBG	TRANSFER TO INTERNAL SERVICE	\$47,903	\$51,030	\$63,853	\$85,850	\$85,850
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$47,903</b>	<b>\$51,030</b>	<b>\$63,853</b>	<b>\$85,850</b>	<b>\$85,850</b>
<b>TOTAL BDA- CITYSHARE</b>			<b>\$339,409</b>	<b>\$367,450</b>	<b>\$426,732</b>	<b>\$545,375</b>	<b>\$545,375</b>

**Program Summaries-  
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**Special Revenue Funds – (continued)**

**1044102 BDA- REHABILITATION PRESERVATION**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
514000	CDBG	REGULAR WAGES	\$61,203	\$61,705	\$61,705	\$72,895	\$72,895
515100	CDBG	OVERTIME- BDA REHAB	505	400	400	1,000	1,000
<b>TOTAL SALARIES</b>			<b>\$61,708</b>	<b>\$62,105</b>	<b>\$62,105</b>	<b>\$73,895</b>	<b>\$73,895</b>
<b>CONTRACTUAL SERVICES</b>							
531000	CDBG	PROFESSIONAL FEES	\$0	\$0	\$1,000	\$2,000	\$2,000
554000	CDBG	TRAVEL REIMBURSEMENT	698	1,000	1,000	1,000	1,000
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>\$698</b>	<b>\$1,000</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>BENEFITS</b>							
520100	CDBG	LIFE INSURANCE	\$50	\$50	\$50	\$65	\$65
520500	CDBG	DISABILITY INSURANCE	24	25	25	30	30
520700	CDBG	F.I.C.A.	3,708	3,830	3,830	4,520	4,520
520750	CDBG	MEDICARE INSURANCE	869	895	895	1,060	1,060
<b>TOTAL BENEFITS</b>			<b>\$4,651</b>	<b>\$4,800</b>	<b>\$4,800</b>	<b>\$5,675</b>	<b>\$5,675</b>
<b>OTHER/MISCELLANEOUS</b>							
587100	CDBG	RESIDENTIAL REHABILITATION	\$133,830	\$203,319	\$153,319	\$200,000	\$200,000
587105	CDBG	RESIDENTIAL REHABILITATION-MULTI	66,501	0	50,000	50,000	50,000
<b>TOTAL OTHER/MISCELLANEOUS</b>			<b>\$200,331</b>	<b>\$203,319</b>	<b>\$203,319</b>	<b>\$250,000</b>	<b>\$250,000</b>
<b>SUPPLIES AND MATERIALS</b>							
561800	CDBG	PROGRAM SUPPLIES	\$0	\$1,000	\$1,000	\$1,000	\$1,000
570900	CDBG	CAMERA	1,485	0	0	0	0
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$1,485</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>OPERATING TRANSFERS OUT</b>							
591500	CDBG	TRANSFER TO INTERNAL SERVICE	\$18,107	\$19,840	\$19,840	\$21,190	\$21,190
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$18,107</b>	<b>\$19,840</b>	<b>\$19,840</b>	<b>\$21,190</b>	<b>\$21,190</b>
<b>TOTAL BDA- REHABILITATION</b>			<b>\$286,980</b>	<b>\$292,064</b>	<b>\$293,064</b>	<b>\$354,760</b>	<b>\$354,760</b>



**Program Summaries-  
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**Special Revenue Funds – (continued)**

**1044103 BDA- CDBG- ADMINISTRATION**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
514000	CDBG	REGULAR WAGES	\$75,148	\$75,860	\$75,860	\$69,035	\$69,035
515100	CDBG	OVERTIME	0	500	500	500	500
<b>TOTAL SALARIES</b>			<b>\$75,148</b>	<b>\$76,360</b>	<b>\$76,360</b>	<b>\$69,535</b>	<b>\$69,535</b>
<b>CONTRACTUAL SERVICES</b>							
531000	CDBG	PROFESSIONAL FEES AND SERVICES	\$90	\$2,000	\$1,000	\$5,000	\$5,000
553000	CDBG	TELEPHONE	0	50	50	0	0
553100	CDBG	POSTAGE	347	400	400	400	400
554000	CDBG	TRAVEL REIMBURSEMENT	189	895	895	895	895
555000	CDBG	PRINTING AND BINDING	0	600	600	600	600
557700	CDBG	ADVERTISING	2,427	3,500	3,500	3,500	3,500
581120	CDBG	CONFERENCE AND MEMBERSHIPS	324	1,000	1,000	2,000	2,000
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>\$3,377</b>	<b>\$8,445</b>	<b>\$7,445</b>	<b>\$12,395</b>	<b>\$12,395</b>
<b>BENEFITS</b>							
520100	CDBG	LIFE INSURANCE	\$84	\$90	\$90	\$80	\$80
520500	CDBG	DISABILITY INSURANCE	24	30	30	25	25
520700	CDBG	F.I.C.A.	4,589	4,710	4,710	4,280	4,280
520750	CDBG	MEDICARE INSURANCE	1,071	1,105	1,105	1,005	1,005
<b>TOTAL BENEFITS</b>			<b>\$5,768</b>	<b>\$5,935</b>	<b>\$5,935</b>	<b>\$5,390</b>	<b>\$5,390</b>
<b>SUPPLIES AND MATERIALS</b>							
561800	CDBG	PROGRAM SUPPLIES	\$812	\$1,160	\$1,160	\$1,160	\$1,160
569000	CDBG	OFFICE SUPPLIES	984	1,410	1,410	1,410	1,410
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$1,796</b>	<b>\$2,570</b>	<b>\$2,570</b>	<b>\$2,570</b>	<b>\$2,570</b>
<b>MISCELLANEOUS</b>							
587902	CDBG	FAIR HOUSING	\$755	\$3,000	\$3,000	\$3,000	\$3,000
<b>TOTAL MISCELLANEOUS</b>			<b>\$755</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>OPERATING TRANSFERS OUT</b>							
591500	CDBG	TRANSFER TO INTERNAL SERVICE	\$8,295	\$10,975	\$10,975	\$9,620	\$9,620
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$8,295</b>	<b>\$10,975</b>	<b>\$10,975</b>	<b>\$9,620</b>	<b>\$9,620</b>
<b>TOTAL BDA- CDBG- ADMINISTRATION</b>			<b>\$95,138</b>	<b>\$107,285</b>	<b>\$106,285</b>	<b>\$102,510</b>	<b>\$102,510</b>

**1044104 BDA- PUBLIC SERVICE GRANTS**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>MISCELLANEOUS</b>							
585011	CDBG	ST. VINCENT DEPAUL	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500
585013	CDBG	PRUDENCE CRANDALL	5,000	0	0	8,900	8,900
585105	CDBG	SOUP KITCHEN	9,000	9,000	9,000	0	0
585116	CDBG	BOYS AND GIRLS CLUB- OUTREACH PROGRAM	28,000	28,000	28,000	28,000	28,000
585156	CDBG	BCO CASE MANAGER	20,000	15,300	15,300	18,250	18,250
585157	CDBG	BCO WARMING CENTER	8,270	0	0	0	0
	CDBG	BHA - 1ST TIME HOMEBUYER	0	0	0	5,000	5,000
	CDBG	FOR GOODNESS SAKE	0	0	0	2,400	2,400
	CDBG	UNITED WAY/BECA COORDINATOR	0	8,800	8,800	0	0
	CDBG	ZION LUTHERN SENIOR SUPP FOOD COORD.	0	4,000	4,000	4,000	4,000
<b>TOTAL MISCELLANEOUS</b>			<b>\$92,770</b>	<b>\$87,600</b>	<b>\$87,600</b>	<b>\$89,050</b>	<b>\$89,050</b>
<b>TOTAL BDA- PUBLIC SERVICE GRANTS</b>			<b>\$92,770</b>	<b>\$87,600</b>	<b>\$87,600</b>	<b>\$89,050</b>	<b>\$89,050</b>

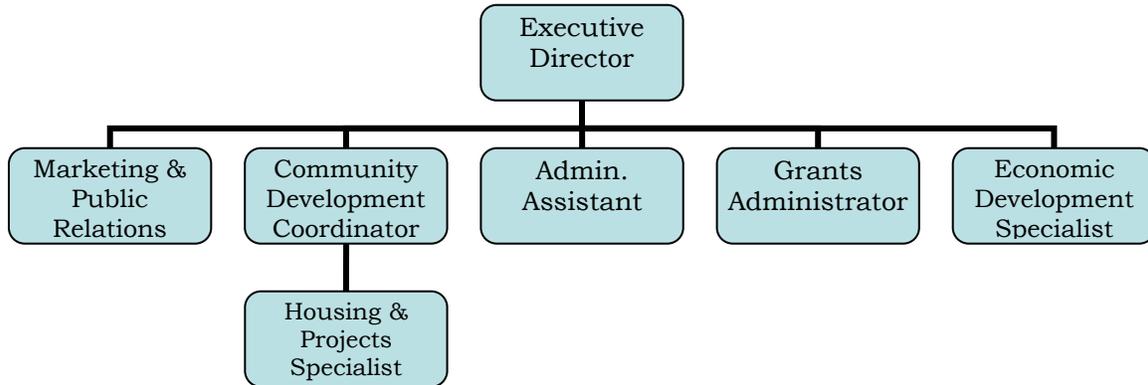
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**Special Revenue Funds – (continued)**

1044105 BDA- CDBG PROJECTS

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>MISCELLANEOUS</b>							
587328	CDBG	BRISTOL - ARC LAKE AVE ROOF	\$135	\$0	\$26,222	\$0	\$0
587329	CDBG	SHEPARD MEADOWS THERAPEUTIC RIDING CENTER	6,500	0	0	0	0
587330	CDBG	SUMMER STREET SIDEWALKS	52,481	0	15,519	0	0
587318	CDBG	DEMOLITION	54,608	0	34,840	0	0
587314	CDBG	WE SIDEWALKS	49,981	0	1,169	0	0
587319	CDBG	LL SAFETY	9,955	0	45	0	0
587321	CDBG	BARC - WINDOWS	7,000	0	0	0	0
587322	CDBG	BARC - WINDOWS	6,884	0	0	0	0
587326	CDBG	ROOF	0	0	20,000	0	0
587331	CDBG	SIDEWALK REPLACEMENT	0	88,173	88,173	27,900	27,900
	CDBG	MCCABE-WATERS LITTLE LEAGUE DRAINAGE PROJECT	0	0	0	4,600	4,600
	CDBG	SALVATION ARMY - ACCESSIBILITY CONSTRUCTION	0	0	0	30,920	30,920
587332	CDBG	KOMAN	0	14,000	14,000	0	0
587333	CDBG	BARC FLOOR	0	15,000	15,000	0	0
587334	CDBG	BHS - ADA DOOR	0	7,000	7,000	0	0
<b>TOTAL MISCELLANEOUS</b>			<b>\$187,542</b>	<b>\$124,173</b>	<b>\$221,969</b>	<b>\$63,420</b>	<b>\$63,420</b>
<b>TOTAL BDA- CDBG PROJECTS</b>			<b>\$187,542</b>	<b>\$124,173</b>	<b>\$221,969</b>	<b>\$63,420</b>	<b>\$63,420</b>

**Organizational Chart**



**Bristol Development Authority Board**

**Term**

Mayor Ken Cockayne, Chairman	
Howard T. Schmelder, Vice-Chairman	12/2021
David Preleski, City Council Member	11/2017
Thomas Hick	02/2019
Charles Cyr	12/2017
Marvin Goldwasser	12/2021
John Lafreniere	12/2019
Michael Rivers	12/2019
Robert Passamano	12/2017

## **SEWER OPERATING AND ASSESSMENT FUND**

Walter Veselka, Public Works Director  
Dustin Payanis, Acting WPC Manager  
75 Battisto Road  
(860) 584-3821  
wpc@bristolct.gov

### ***Service Narrative***

The Water Pollution Control Division of the Public Works Department is accounted for in the Sewer Operating and Assessment Fund and is charged with the operation and maintenance of the City's wastewater collection and treatment facilities. The Division provides sanitary sewer collection and treatment services to approximately 92% of the City's populated area. The Division operates and maintains an advanced wastewater reclamation plant with 10.75 MGD capacity, 16 pumping stations, 245 miles of sewer lines and 5,660 manholes. The Division also provides administrative services for the operation, oversees sewer usage billing performed by the City's Water Department and develops long term planning to assure the operation will meet the future needs of the Community. In accordance with State and Federal regulations the Division is required to maintain a Capital Reserve Fund adequately funded to meet the financial demands of all Facility upgrades, modifications and capital equipment replacement.

### **Fiscal Year 2017 Major Service Level Accomplishments**

- Oversaw construction of a major treatment facility upgrade to reduce phosphorus concentration in the facility effluent. Phosphorus content is a contributing factor to excess algae growth in fresh water rivers and impoundments.
- Performed upgrade at the Division's remote pump station at Lake Avenue; East Main Street upgrade in process.
- Performed a detailed corrosion analysis of the underground pump container at the Ivy Drive pump station and outlined a repair and maintenance strategy.
- Replaced the emergency generator at the Matthews Street pump station; Lake Avenue pump station generator replacement underway.
- Completed an inspection of the sludge storage tanks at the Water Pollution Control facility and outlined a scope of repair actions.
- Repaired deteriorated sections of the underground sewer collection system piping.
- Continued program of sewer joint grouting to reduce infiltration inflow into the sewerage system.

### **Fiscal Year 2018 Major Service Level Goals**

- Complete the construction and commission into service of the phosphorus treatment upgrade to the Water Pollution Control Facility.
- Contract for repairs and cathodic protection system for the Ivy Drive pump station.
- Perform upgrades at the Division's remote pump stations at Cross, Middle and Boivin Street pump stations to replace computerized control and telemetry systems, repair site infrastructure and improve dependability and resilience.

**Program Summaries-  
Special Revenue Funds**

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**Special Revenue Funds – (continued)**

- Replace Generator alternator and control panel at Broad Street pump station to insure reliability at a station that pumps between 3 million to 20 million gallons of waste water every day.
- Replace second of two sludge aeration blowers at the WPC Facility. The two aeration blowers that are alternated to aerate the sludge holding tanks. The blower to be replaced has been in service for 29 years and showing signs of wear and limited capacity for the current facility needs.
- Middle Street pump station – Remove UST and install bypass tap in the force main leaving the station. In the event of a significant station failure the division can connect a trailer mounted pump to the force main to maintain sewer flows and prevent a system overflow. Complete the replacement of the emergency generator at the station purchased using FY 2016-17 funding.
- Replace generator at Julia Road pump station installed in 1968. The generator is obsolete and replacement parts are becoming unobtainable. Of greater importance is the new generator will have its fuel tank build into the base pedestal allowing the City to remove the external fuel and day tanks and the risk of another fuel spill at this station.
- Replace the first of two grit separators at the WPC facility. The grit separators remove heavy, abrasive grit from the flow entering the plant protecting the remainder of the treatment systems from damage. The units are showing significant signs of wear and corrosion.
- Install an air relief valve in the Middle Street pump station force main. The Middle Street pump station was originally installed in 1978. The station conveys wastewater from the station through a 4,300 foot long force main that runs along Middle Street, Ronzo Road and Emmett Street. The force main has an elevation high point on Ronzo Road. Pockets of sewer gases can accumulate at such high points in a force main. The gases can become more acidic and accelerate corrosion in the pipe leading to a premature pipe failure.
- Continue repairs to deteriorated sections of the underground sewer collection system piping using both City crews and on-call contract services.
- Continue the program of video inspection and grouting of joints in the system to minimize unwanted inflow of clean water that must then be pumped and treated as waste water.

**Performance Measures**

**Quantitative:**

<b>ACTIVITY</b>	<b>2014-15 Actual</b>	<b>2015-16 Actual</b>	<b>2016-17 Actual</b>
<b>Treatment Operations Activity:</b>			
Wastewater treated	2.17 billion gals.	2.3 billion gals.	2.4 billion gals..
Solids processed	7,300 wet tons	7,200 wet tons	6,900 wet tons

**Program Summaries-  
Special Revenue Funds**

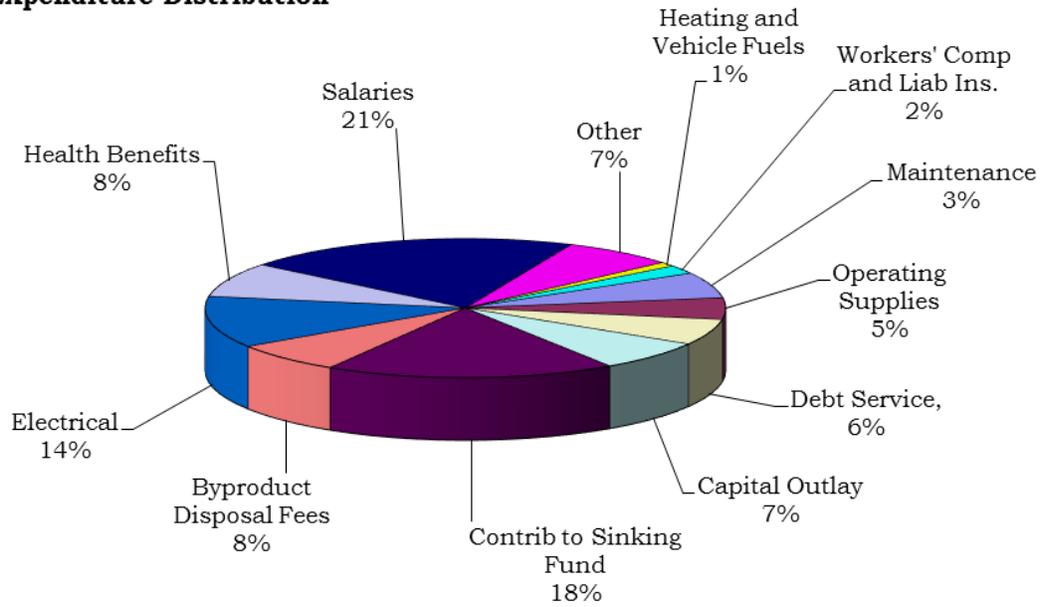
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**Special Revenue Funds – (continued)**

**Expenditure & Position Summary**

	<b>2015-2016 Actual</b>	<b>2016-17 Estimated</b>	<b>2017-18 Budget</b>
Salary Expenditures	\$1,371,154	\$1,379,145	\$1,494,310
Full Time Positions	23	23	25

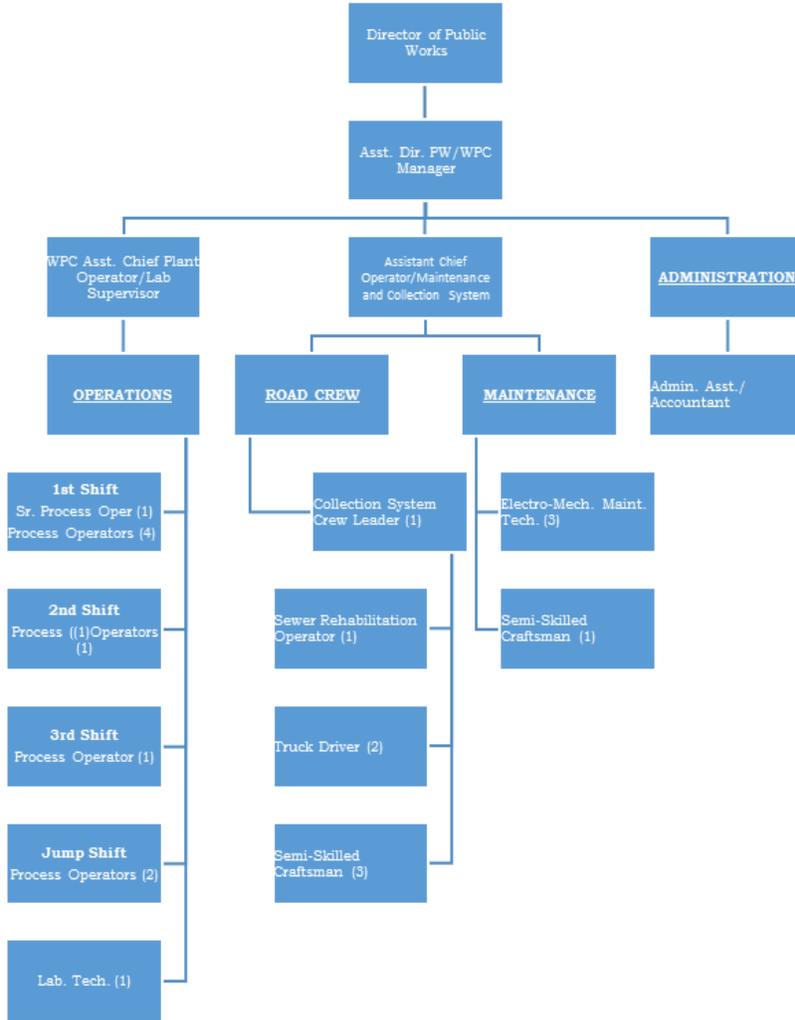
**Expenditure Distribution**



**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**Organizational Chart**



**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**Budget Highlights**

Total Operating Budget for fiscal year 2017-2018 is \$6,884,500. Capital Outlay requests of \$538,000 includes equipment replacements at the treatment plant and pump stations.

The budget includes funding to the Division’s capital equipment and infrastructure programs to provide adequate financial resources for the division’s commitment to Sanitary Sewer Overflow Prevention, Infiltration and Inflow Reduction and the State and Federal mandate for phosphorus treatment.

**1183014 WATER POLLUTION CONTROL REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>TAXES &amp; PRIOR LEVIES</b>							
410003		ASSESSMENTS-INTEREST, LIENS & PENALTIES	\$7,547	\$3,000	\$3,000	\$3,000	\$3,000
<b>TOTAL TAXES &amp; PRIOR LEVIES</b>			<b>\$7,547</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>FINES/FEES</b>							
422005		CUSTOMER DUMPING FEES	\$65,209	\$60,000	\$60,000	\$60,000	\$60,000
422006		UNMETERED COMMERCIAL SEWER USER FEES	1,469,709	1,590,000	1,590,000	1,664,000	1,664,000
422007		UNMETERED DOMESTIC SEWER USER FEES	4,121,540	4,293,000	4,293,000	4,505,000	4,505,000
422008		UNMETERED FACTORY SEWER USER FEES	180,938	207,000	207,000	202,000	202,000
422009		UNMETERED PUBLIC SEWER USER FEES	272,372	291,000	291,000	307,000	307,000
454008		DEMAND RESPONSE PROGRAM REVENUE	11,098	4,000	4,000	0	0
<b>TOTAL FINES/FEES</b>			<b>\$6,120,866</b>	<b>\$6,445,000</b>	<b>\$6,445,000</b>	<b>\$6,738,000</b>	<b>\$6,738,000</b>
<b>LICENSE, PERMITS, FEES</b>							
442015		SEWER CONNECTION PERMITS	\$82,453	\$40,000	\$40,000	\$40,000	\$40,000
<b>TOTAL LICENSE, PERMITS, FEES</b>			<b>\$82,453</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
<b>CHARGES FOR SERVICES</b>							
402000		SEWER ASSESSMENTS & ADJUSTMENTS	\$0	\$20,000	\$20,000	\$20,000	\$20,000
<b>TOTAL CHARGES FOR SERVICES</b>			<b>\$0</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>
<b>INVESTMENT EARNINGS</b>							
1181019	460000	INTEREST INCOME	\$8,055	\$10,000	\$10,000	\$10,000	\$10,000
<b>TOTAL INVESTMENT EARNINGS</b>			<b>\$8,055</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>
<b>OTHER/MISCELLANEOUS REVENUE</b>							
454001		MISCELLANEOUS- OTHER	\$10,503	\$8,500	\$8,500	\$8,500	\$8,500
461002		BUDGETARY FUND BALANCE UNRESTRICTED	0	0	152,698	0	0
480013		MISCELLANEOUS REVENUE LIENS	(3,750)	5,000	5,000	5,000	5,000
480014		MISCELLANEOUS PENALTIES SEWER USER	66,062	60,000	60,000	60,000	60,000
<b>TOTAL OTHER/MISCELLANEOUS</b>			<b>\$72,815</b>	<b>\$73,500</b>	<b>\$226,198</b>	<b>\$73,500</b>	<b>\$73,500</b>
<b>TOTAL WATER POLLUTION CONTROL</b>			<b>\$6,291,736</b>	<b>\$6,591,500</b>	<b>\$6,744,198</b>	<b>\$6,884,500</b>	<b>\$6,884,500</b>

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
514000		REGULAR WAGES	\$1,272,798	\$1,283,755	\$1,283,755	\$1,402,210	\$1,402,210
515100		OVERTIME	42,547	60,800	60,800	60,200	60,200
517000		OTHER WAGES	55,809	34,590	34,590	31,900	31,900
<b>TOTAL SALARIES</b>			<b>\$1,371,154</b>	<b>\$1,379,145</b>	<b>\$1,379,145</b>	<b>\$1,494,310</b>	<b>\$1,494,310</b>
<b>CONTRACTURAL SERVICES</b>							
531000		PROFESSIONAL FEES AND SERVICES	\$62,575	\$45,000	\$45,000	\$65,000	\$65,000
531150		ADMINISTRATIVE FEES	63,670	67,000	67,000	67,000	67,000
541000		PUBLIC UTILITIES	522,863	780,000	774,300	675,000	675,000
541100		WATER AND SEWER CHARGES	11,036	11,500	11,500	11,500	11,500
542120		TIPPING FEES	467,932	487,000	487,000	550,000	550,000
542140		REFUSE	945	500	500	500	500
543000		REPAIRS AND MAINTENANCE	69,722	80,000	80,000	80,000	80,000
543011		COL SYSTEM	11,885	70,000	70,000	160,000	160,000
543100		MOTOR VEHICLE SERVICE AND REPAIR	9,951	10,000	10,000	10,000	10,000
543110		MAJOR REPAIRS	227,517	180,000	174,000	180,000	234,765
544400		RENTS AND LEASES	1,782	3,500	3,500	3,500	3,500
553000		TELEPHONE	2,644	3,000	3,000	2,800	2,800
553100		POSTAGE	293	400	400	400	400
554000		TRAVEL REIMBURSEMENT	93	100	100	100	100
555000		PRINTING AND BINDING	96	150	150	150	150
557700		ADVERTISING	171	800	800	800	800
581120		CONFERENCES AND MEMBERSHIPS	0	150	150	350	350
581135		SCHOOLING AND EDUCATION	3,317	1,800	1,800	2,500	2,500
581280		LIEN FEES	11,520	11,000	11,000	11,000	11,000
589100		MISCELLANEOUS	8,003	8,500	8,500	8,500	8,500
<b>TOTAL CONTRACTURAL SERVICES</b>			<b>\$1,476,015</b>	<b>\$1,760,400</b>	<b>\$1,748,700</b>	<b>\$1,829,100</b>	<b>\$1,883,865</b>
<b>BENEFITS</b>							
520100		LIFE INSURANCE	\$1,273	\$1,260	\$1,260	\$1,825	\$1,825
520400		WORKERS' COMPENSATION	151,000	90,000	90,000	90,000	90,000
520500		DISABILITY	558	1,070	1,070	700	700
520700		F.I.C.A.	82,343	84,225	84,225	92,645	92,645
520750		MEDICARE INSURANCE	19,257	19,700	19,700	21,665	21,665
520905		GENERAL CITY RETIREMENT	0	5,430	5,430	51,555	51,555
591517		TRANSFER W/C	(151,000)	0	(90,000)	0	0
<b>TOTAL BENEFITS</b>			<b>\$103,431</b>	<b>\$201,685</b>	<b>\$111,685</b>	<b>\$258,390</b>	<b>\$258,390</b>
<b>SUPPLIES AND MATERIALS</b>							
561150		LABORATORY SUPPLIES	\$12,015	\$10,500	\$10,500	\$10,500	\$10,500
561400		MAINTENANCE SUPPLIES AND MATERIALS	262,854	240,000	240,000	595,000	595,000
561800		PROGRAM SUPPLIES	53,111	55,000	55,000	55,000	55,000
562200		NATURAL GAS	23,616	35,000	35,000	35,000	35,000
562600		MOTOR FUELS	16,894	18,000	18,000	18,000	18,000
563000		MOTOR VEHICLE PARTS	4,957	3,500	3,500	5,500	5,500
563100		TIRES	1,917	4,000	4,000	4,000	4,000
569000		OFFICE SUPPLIES	1,324	1,600	1,600	1,600	1,600
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$376,688</b>	<b>\$367,600</b>	<b>\$367,600</b>	<b>\$724,600</b>	<b>\$724,600</b>

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**WATER POLLUTION CONTROL 118**

**1183014 WATER POLLUTION CONTROL EXPENDITURES**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>CAPITAL OUTLAY</b>							
570200	15011	ROOF REPLACEMENT	(\$5,930)	\$0	\$0	\$0	\$0
570300	16038	SEWER JUNCTION REPAIR	0	0	40,000	0	0
570300	16040	STAFFORD AVE AND BROOK ST REPAIRS	0	0	10,000	0	0
570300	16042	DENITRIFICATION PUMP	26,927	0	0	0	0
570300	16043	RECOAT 5 PUMP STATIONS	0	0	13,700	0	0
570400	15013	GENERATOR	0	0	68,000	0	0
570400	15014	BYPASS PUMP CONNECTION	0	0	18,000	0	0
570400	15034	PICKUP TRUCK	(115)	0	0	0	0
570400	16032	REFURBISH AERATION BLOWER #3	12,674	0	0	0	0
570400	16035	REFURBISH AIR BLOWER #2	0	0	21,928	0	0
570400	16041	REFURB SCREENING CONDITIONERS	33,475	0	0	0	0
570500	16033	SEWER RODDER TRAILER	35,354	0	0	0	0
570500	16034	PICK UP TRUCK REPLACES WP-19	40,048	0	0	0	0
570900	16039	SCADA CONTROL UPGRADE - ALLENTOWN	0	0	8,000	0	0
570200	17026	BUILDING INTERIOR RENOVATIONS	0	35,000	35,000	0	0
570300	17018	CONTROL SYSTEM UPGRADE LAKE/EAST	0	70,000	70,000	0	0
570300	17021	BYPASS PUMP CONNECTION	0	45,000	56,700	0	0
570300	17024	SANITARY SEWER EASEMENT	0	100,000	100,000	0	0
570400	17019	PUMP STATION REPAIRS	0	60,000	60,000	0	0
570400	17020	REPLACE PROCESS CONT PANES	0	65,000	65,000	0	0
570400	17023	ELEC CONTROLS BOWER #1	0	35,000	35,000	0	0
570400	17025	DIFFUSER REPLACEMENT	0	50,000	50,000	0	0
570900	17022	SCADA SERV & PROGRAMMING	0	25,000	25,000	0	0
579999		EQUIPMENT	0	0	0	538,000	538,000
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$142,433</b>	<b>\$485,000</b>	<b>\$676,328</b>	<b>\$538,000</b>	<b>\$538,000</b>
<b>OTHER/MISCELLANEOUS</b>							
552100		LIABILITY INSURANCE	\$56,199	\$60,000	\$60,000	\$61,500	\$61,500
589000		CONTINGENCY	0	200,000	171,300	215,000	215,000
589120		REFUNDS OF SEWER USER FEES	0	2,500	2,500	2,500	2,500
<b>TOTAL OTHER/ MISCELLANEOUS</b>			<b>\$56,199</b>	<b>\$262,500</b>	<b>\$233,800</b>	<b>\$279,000</b>	<b>\$279,000</b>
<b>OPERATING TRANSFERS OUT</b>							
591001		TRANSFERS TO GENERAL FUND	\$28,614	\$3,000	\$3,000	\$3,000	\$3,000
591126		TRANSFER OUT CLEAN WATER FUND	356,630	394,630	394,630	394,630	394,630
591201		TRANSFER OUT DEBT	115,275	115,275	115,275	115,275	115,275
591300		TRANSFERS TO CAPITAL PROJECTS	1,226,355	1,166,935	1,166,935	767,630	767,630
591500		TRANSFERS TO INTERNAL SERVICE	552,466	455,330	545,330	480,565	425,800
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$2,279,340</b>	<b>\$2,135,170</b>	<b>\$2,225,170</b>	<b>\$1,761,100</b>	<b>\$1,706,335</b>
<b>TOTAL WATER POLLUTION CONTROL</b>			<b>\$5,805,260</b>	<b>\$6,591,500</b>	<b>\$6,742,428</b>	<b>\$6,884,500</b>	<b>\$6,884,500</b>

## **SOLID WASTE DISPOSAL FUND**

### **Service Narrative**

The Solid Waste Disposal fund is used to account for the operations of the City's solid waste disposal program. Solid waste expenditures made from this fund are used to cover municipal solid waste (MSW) tip fees. This includes all costs for the disposal of City refuse collected curbside by the City's Public Works Solid Waste Division and for MSW deposited at the City of Bristol Solid Waste Transfer Station. This fund is funded, primarily, by a transfer from the General Fund for City refuse.

### **Budget Highlights**

**1213016 SOLID WASTE DISPOSAL FUND REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>INVESTMENT EARNINGS</b>							
460000		INTEREST INCOME	\$1,471	\$1,000	\$1,000	\$1,000	\$1,000
		<b>TOTAL INVESTMENT EARNINGS</b>	<b>\$1,471</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>OTHER/MISCELLANEOUS REVENUE</b>							
480000		CITY OF BRISTOL HOST FEE	\$434,449	\$297,645	\$297,645	\$302,850	\$302,850
		<b>TOTAL OTHER/MISCELLANEOUS</b>	<b>\$434,449</b>	<b>\$297,645</b>	<b>\$297,645</b>	<b>\$302,850</b>	<b>\$302,850</b>
<b>OPERATING TRANSFERS IN</b>							
490001		TRANSFER IN GENERAL FUND	\$900,000	\$713,605	\$713,605	\$461,245	\$461,245
		<b>TOTAL OPERATING TRANSFERS IN</b>	<b>\$900,000</b>	<b>\$713,605</b>	<b>\$713,605</b>	<b>\$461,245</b>	<b>\$461,245</b>
		<b>TOTAL SOLID WASTE DISPOSAL FUND</b>	<b>\$1,335,920</b>	<b>\$1,012,250</b>	<b>\$1,012,250</b>	<b>\$765,095</b>	<b>\$765,095</b>

**1213016 SOLID WASTE DISPOSAL FUND EXPENDITURES**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>CONTRACTUAL SERVICES</b>							
542140		CITY REFUSE	\$1,104,673	\$1,012,250	\$1,012,250	\$765,095	\$765,095
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$1,104,673</b>	<b>\$1,012,250</b>	<b>\$1,012,250</b>	<b>\$765,095</b>	<b>\$765,095</b>
		<b>SOLID WASTE DISPOSAL FUND TOTAL</b>	<b>\$1,104,673</b>	<b>\$1,012,250</b>	<b>\$1,012,250</b>	<b>\$765,095</b>	<b>\$765,095</b>

## **SCHOOL LUNCH PROGRAM**

Greg Boulanger, Director  
(860) 584-7984  
gregboulanger@ci.bristol.ct.us

### **Service Narrative**

The Bristol School Food Services Department operates under the direction of the Bristol Board of Education, Child Nutrition Services and USDA Child Nutrition Programs. The District annually adopts the National School Breakfast, National School Lunch Programs and the CT Healthy Foods Plan. The School Food Service Department complies with all guidelines established by the State of Connecticut Department of Education, Child Nutrition Services.

For the 2016-2017 School Year the District qualified for partial acceptance in the Community Eligibility Program (CEP); providing free breakfast and lunch to all students. West Bristol K-8 and Ellen P. Hubbell K-5 schools qualified for CEP. as a result of having 40% or more of their students directly certified for participation by the Department of Social Services. We have seen substantial increases in meals served to students at these two schools. At present, no other school communities qualify for this program in our District.

The Food Services Department's mission is to provide students with healthy, nutritious and appealing foods in a timely manner and in a pleasant environment every day. We have applied for and received grants to provide fresh fruits and vegetables in our meal choices.

The District enrollment on October 1<sup>st</sup> for fiscal year 2016-2017 in grades K-12 was 7,856 students. The Food Service Department served 949,783 total meals during the past school year in the breakfast and lunch programs. The percentage of students qualifying for free or reduced priced meals in our schools was 46.77% on October 1<sup>st</sup>. In addition to the National School Lunch and National School Breakfast Programs, the department also operates a Special Milk Program for preschool children.

The program receives funding through the Department of Education Child Nutrition Offices through both Federal and State reimbursements and grants, as well as through cash sales revenues. The department operates 12 food services sites throughout the district and delivers milk to the Bristol Early Childhood Center and Bristol Preparatory Academy located at the Adult Education Center.

Whereas the Food Services Department operated in a significant deficit for several decades, contract negotiations led to a provision that excludes employees who work fewer than 30 hours per week from receiving medical benefits. Additional long-term savings will be seen in pension obligations as well because employees who do not qualify for health benefits do not qualify as members of the City Pension Plan.

Number of Students	Number of Meals Served	Percentage of Students Qualifying for Free/Reduced Lunch
7,856	949,783	46.77%

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

<b>1275000 SCHOOL LUNCH PROGRAM REVENUE</b>			<b>2016 ACTUAL REVENUE</b>	<b>2017 ORIGINAL BUDGET</b>	<b>2017 REVISED BUDGET</b>	<b>2018 BUDGET REQUEST</b>	<b>2018 JOINT BOARD</b>
<b>OBJECT</b>	<b>PROJECT</b>	<b>DESCRIPTION</b>					
<b>CHARGES FOR SERVICES</b>							
450307		SCHOOL LUNCHES	\$904,254	\$892,000	\$892,000	\$818,200	\$763,135
450308		OTHER SALES	29,463	12,225	12,225	9,500	9,500
<b>TOTAL CHARGES FOR SERVICES</b>			<b>\$933,717</b>	<b>\$904,225</b>	<b>\$904,225</b>	<b>\$827,700</b>	<b>\$772,635</b>
<b>INVESTMENT EARNINGS</b>							
460000		INTEREST INCOME	\$5	\$0	\$0	\$0	\$0
<b>TOTAL INVESTMENT EARNINGS</b>			<b>\$5</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>FEDERAL GRANTS</b>							
431007		FEDERAL REIMBURSEMENT	\$1,955,193	\$1,845,405	\$1,845,405	\$1,999,475	\$1,999,475
<b>TOTAL FEDERAL GRANTS</b>			<b>\$1,955,193</b>	<b>\$1,845,405</b>	<b>\$1,845,405</b>	<b>\$1,999,475</b>	<b>\$1,999,475</b>
<b>STATE GRANTS</b>							
432038		MISC. STATE REIMBURSEMENT	\$145,170	\$76,300	\$76,300	\$123,000	\$123,000
<b>TOTAL STATE GRANTS</b>			<b>\$145,170</b>	<b>\$76,300</b>	<b>\$76,300</b>	<b>\$123,000</b>	<b>\$123,000</b>
<b>TOTAL SCHOOL LUNCH REVENUE</b>			<b>\$3,034,085</b>	<b>\$2,825,930</b>	<b>\$2,825,930</b>	<b>\$2,950,175</b>	<b>\$2,895,110</b>
<b>C4003100 SCHOOL LUNCH PROGRAM EXPENDITURES</b>			<b>2016 ACTUAL EXPENDITURE</b>	<b>2017 ORIGINAL BUDGET</b>	<b>2017 REVISED BUDGET</b>	<b>2018 BUDGET REQUEST</b>	<b>2018 JOINT BOARD</b>
<b>OBJECT</b>	<b>PROJECT</b>	<b>DESCRIPTION</b>					
<b>SALARIES</b>							
512100		CAFETERIA SUPERVISORS	\$91,990	\$92,250	\$92,250	\$109,205	\$109,205
512110		CAFETERIA WORKERS	1,085,747	997,230	997,230	1,022,950	1,022,950
512130		REPLACEMENTS	28,696	10,000	10,000	10,000	10,000
<b>TOTAL SALARIES</b>			<b>\$1,206,433</b>	<b>\$1,099,480</b>	<b>\$1,099,480</b>	<b>\$1,142,155</b>	<b>\$1,142,155</b>
<b>BENEFITS</b>							
520100		LIFE INSURANCE	\$1,631	\$1,630	\$1,630	\$2,090	\$2,090
520500		DISABILITY	4,579	3,795	3,795	3,590	3,590
520606		PENSION	0	54,165	54,165	85,000	85,000
520700		FICA	70,880	67,545	67,545	70,190	70,190
520750		MEDICARE	16,577	15,795	15,795	16,420	16,420
<b>TOTAL BENEFITS</b>			<b>\$93,667</b>	<b>\$142,930</b>	<b>\$142,930</b>	<b>\$177,290</b>	<b>\$177,290</b>
<b>CONTRACTUAL SERVICES</b>							
544400		RENTS AND LEASES	15,797	15,500	15,500	15,500	15,500
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$15,797</b>	<b>\$15,500</b>	<b>\$15,500</b>	<b>\$15,500</b>	<b>\$15,500</b>
<b>SUPPLIES AND MATERIALS</b>							
561600		FOOD SUPPLIES	\$1,285,312	\$1,129,150	\$1,129,150	\$1,176,615	\$1,176,615
561700		SCHOOL LUNCH SUPPLIES	130,478	115,000	115,000	115,000	115,000
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$1,415,790</b>	<b>\$1,244,150</b>	<b>\$1,244,150</b>	<b>\$1,291,615</b>	<b>\$1,291,615</b>
<b>OTHER/MISCELLANEOUS</b>							
581500		NON-LUNCH EXPENSE	\$11,806	\$15,000	\$15,000	\$15,000	\$15,000
<b>TOTAL OTHER/MISCELLANEOUS</b>			<b>\$11,806</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$15,000</b>
<b>OPERATING TRANSFERS OUT</b>							
591500		TRANSFER OUT INTERNAL SERVICE	\$263,564	\$308,870	\$308,870	\$308,615	\$253,550
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$263,564</b>	<b>\$308,870</b>	<b>\$308,870</b>	<b>\$308,615</b>	<b>\$253,550</b>
<b>TOTAL SCHOOL LUNCH EXPENDITURES</b>			<b>\$3,007,057</b>	<b>\$2,825,930</b>	<b>\$2,825,930</b>	<b>\$2,950,175</b>	<b>\$2,895,110</b>

## **PINE LAKE CHALLENGE COURSE FUND**

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### **Service Narrative**

Bristol Youth Services operates a state-of-the-art outdoor challenge course and experiential adventure-based programs. The Pine Lake Challenge Course (PLCC) is nestled in a grove of pine trees on public property within the urban community. The Course consists of more than 40 different elements or stations constructed with a series of ropes, cables, and obstacles in a grove of trees and an abutting playing field, and its facilities spans over seven acres.

The Challenge Course elements are designed to create certain challenges for a group or individuals with the support of a group. The elements and stations can be adapted for comparable adventure-based experiences for individuals with physical disabilities. The elements are designed to test teamwork, communication skills, creativity and the degree of cooperation within the group. Other challenges are intended to test an individual's sense of balance, agility, trust, perseverance, and leadership. In addition, adventure programs which involve games, initiatives, and portable elements may be delivered to a group at community locations. All activities are facilitated by professionally trained staff who utilize special skills and techniques to make the experience safe, meaningful, and exciting.

The Pine Lake Challenge Course (PLCC) and Adventure Program was created as a result of community development efforts of the Bristol Community Leadership Team involving schools, youth service bureaus, youth recreational organizations, and public and private non-profit agencies. Construction was made possible through funding received from the Connecticut State Department of Education and donations from businesses and citizens. The primary applications of PLCC programs are to enrich educational and youth service programs and to enhance community collaborations and professional growth. Programs are delivered at the Pine Lake Challenge Course or at school and community locations.

The Pine Lake Challenge Course and Adventure Program is self-sustaining through revenues generated by user fees.

### **Fiscal Year 2017 Major Service Level Accomplishments**

- Delivered safe, quality programming to children and community members with cultural sensitivity.
- Collaborated with CT Challenge Course Professionals and Managers to conduct trainings and skill refreshers for program facilitators in technical skills on a ropes course, and presentation with cultural sensitivity.
- Passed an annual independent inspection on equipment and grounds and met with reasonable assurance of its soundness and maintenance. Actions have been taken to repair elements to maintain the ACT standard of safety.
- Delivered educational lessons aligned with CT educational frameworks and content standards, and delivered successful Vacation Workshops and inter-district educational programs to support high academic achievement and appreciation of diversity.
- Registered many returning satisfied customers who have complimented the design of their program and the professionalism of the staff.
- Offered for the twentieth year an open enrollment affordable summer program for area youth.

**Special Revenue Funds – (continued)**

**Fiscal Year 2018 Major Service Level Goals**

- To offer safe and affordable quality programming to children and community members with cultural sensitivity.
- To maintain equipment and grounds to satisfy annual inspections.
- To maintain the high standard of quality in program delivery by regular training of staff, administrative review of best practice standards and course and equipment maintenance.
- To update policies and operating procedures.
- To recruit and retain a pool of highly skilled professional staff to meet the needs of our clients.
- To market services through producing and distributing publications, updating the website and creating user friendly links, and outreach to potential customer groups.
- To develop sponsors for educational, cultural, positive youth development and remedial programs.

**Long Term Goals and Issues**

- To continue to serve as a catalyst to foster positive relationships and personal growth for youth and community groups, educational agencies and organizations.
- To maintain the high standard of quality in program delivery by regular training of staff, administrative review of best practice standards and course and equipment maintenance.
- To maintain business being brought into Bristol through the delivery of adventure-based programs to clientele during all weather conditions as scheduled by gaining access to alternative indoor facilities and climbing gymnasium which are properly equipped.
- To participate in an independent review process of equipment condition and maintenance, policies, procedures, record keeping and skill of staff.



**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**Performance Measures**

**Quantitative:**

Fiscal Year	Service Days			Unduplicated Consumer Groups			Total Number of Participants		
	2015	2016	2017	2015	2016	2017	2015	2016	2017
PINE LAKE CHALLENGE COURSE AND ADVENTURE PROGRAM	104	97	96	83	78	67	5,795	4,975	4,652

**Expenditure and Position Summary**

	2016 Actual	2017 Estimated	2018 Budgeted
Salary/Hourly Wage Expenditures	\$120,515	\$127,500	\$126,500
Part-Time Positions	7-40 Seasonal	7-40 Seasonal	7-40 Seasonal

**Budget Highlights**

**1321032 PINE LAKE CHALLENGE COURSE REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>LICENSE, PERMITS, FEES</b>							
422004		CHALLENGE COURSE FEES	\$164,254	\$152,800	\$152,800	\$152,800	\$152,800
<b>TOTAL LICENSE, PERMITS, FEES</b>			<b>\$164,254</b>	<b>\$152,800</b>	<b>\$152,800</b>	<b>\$152,800</b>	<b>\$152,800</b>
<b>INVESTMENT EARNINGS</b>							
460000		INTEREST INCOME	\$118	\$140	\$140	\$140	\$140
<b>TOTAL INVESTMENT EARNINGS</b>			<b>\$118</b>	<b>\$140</b>	<b>\$140</b>	<b>\$140</b>	<b>\$140</b>
<b>TOTAL PINE LAKE CHALLENGE COURSE</b>			<b>\$164,372</b>	<b>\$152,940</b>	<b>\$152,940</b>	<b>\$152,940</b>	<b>\$152,940</b>

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**1321032 PINE LAKE CHALLENGE COURSE EXPENDITURES**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
515300		SEASONAL WAGES	120,515	127,500	127,500	\$126,500	\$126,500
		<b>TOTAL SALARIES</b>	<b>\$120,515</b>	<b>\$127,500</b>	<b>\$127,500</b>	<b>\$126,500</b>	<b>\$126,500</b>
<b>CONTRACTUAL SERVICES</b>							
531000		PROFESSIONAL FEES AND SERVICES	\$7,457	\$13,250	\$13,250	\$13,250	\$13,250
543200		EQUIPMENT MAINTENANCE CONTRACTS	2,480	4,340	4,340	4,640	4,640
553000		TELEPHONE	223	540	540	580	580
553100		POSTAGE	153	250	250	250	250
555000		PRINTING AND BINDING	0	500	500	500	500
581135		SCHOOLING AND EDUCATION	210	1,180	1,180	1,155	1,155
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$10,523</b>	<b>\$20,060</b>	<b>\$20,060</b>	<b>\$20,375</b>	<b>\$20,375</b>
<b>SUPPLIES AND MATERIALS</b>							
561400		MAINTENANCE SUPPLIES AND MATERIALS	\$803	\$1,500	\$1,500	\$1,500	\$1,500
561800		PROGRAM SUPPLIES	4,691	3,530	3,530	4,265	4,265
569000		OFFICE SUPPLIES	287	350	350	300	300
		<b>TOTAL SUPPLIES AND MATERIALS</b>	<b>\$5,781</b>	<b>\$5,380</b>	<b>\$5,380</b>	<b>\$6,065</b>	<b>\$6,065</b>
		<b>PINE LAKE CHALLENGE COURSE TOTAL</b>	<b>\$136,819</b>	<b>\$152,940</b>	<b>\$152,940</b>	<b>\$152,940</b>	<b>\$152,940</b>



**LOCIP PROJECTS FUND**

**Service Narrative**

The LoCIP Projects Fund accounts for the activities of the Local Capital Improvement Projects approved by the State of Connecticut's Office of Policy and Management. This revenue source is budgeted when the Capital Budget is approved. There is no budget for 2018 because the State has not authorized extended funding to LOCIP. Consequently, in December 2016, LOCIP frozen available entitlements to all municipalities. Entitlements are not expected to be available until 2019.

**Budget Highlights**

**1341018 LOCIP PROJECTS FUND- REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>STATE GRANTS</b>							
432033		STATE OF CONNECTICUT OPM	\$650,000	\$610,000	\$610,000	\$0	\$0
<b>TOTAL STATE GRANTS</b>			<b>\$650,000</b>	<b>\$610,000</b>	<b>\$610,000</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL LOCIP PROJECTS FUND</b>			<b>\$650,000</b>	<b>\$610,000</b>	<b>\$610,000</b>	<b>\$0</b>	<b>\$0</b>

**134 LOCIP PROJECTS FUND - EXPENDITURES**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>CAPITAL OUTLAY</b>							
570000		LOCIP EXPENDITURES	\$650,000	\$610,000	\$610,000	\$0	\$0
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$650,000</b>	<b>\$610,000</b>	<b>\$610,000</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL LOCIP PROJECTS FUND</b>			<b>\$650,000</b>	<b>\$610,000</b>	<b>\$610,000</b>	<b>\$0</b>	<b>\$0</b>

**TRANSFER STATION FUND**

**Service Narrative**

The Transfer Station of the Public Works Department functions for the purpose of depositing solid waste, rubbish and recyclables generated in the city by residential property owners, tenants, and commercial entities not meeting the requirements for disposal at the waste-to-energy facility located in Bristol. Automated curbside collection vehicles deposit collected single-stream recyclables in an enclosed building at the Transfer Station to maximize hauling efficiency and eliminate site litter. The Transfer Station also accepts curbside-collected recyclables from Wolcott's private hauler.

The Transfer Station is open Monday – Friday 7:15 a.m. – 2:45 p.m. and on Saturday, 7:30 a.m. – 1:00 p.m.

**Program Summaries-  
Special Revenue Funds**

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**Special Revenue Funds – (continued)**

**Residential Permit Holders**

No charge for Antifreeze, Leaves, Oil, Fluorescent Bulbs, Electronics, Approved single stream Recyclable Materials, up to two Mattresses and Metal. If chargeable items are mixed with non-chargeable material, the load will be chargeable.

**Payment / Account Process**

Each resident will have funds in a Pay As You Throw (PAYT) account. Pre-payment is required on all accounts before access is allowed to the Transfer Station. Once a resident visits the Transfer Station, any cost for the load will be deducted from their account.

Minimum funding to open the account is \$25.00. Once the account balance is below \$10.00, residents will receive a reminder message (on the message boards at the Transfer Station) that funds need to be added to the account. Once funds fall below \$5.00, access to the Transfer Station will be denied until funds are added to the account.

**Account in Deficit**

If a load brought in to the Transfer Station exceeds the amount on a resident's account, the account will be deactivated and no further access to the Transfer Station will be allowed until the balance is paid in full and additional funds of at least \$10.00 are available on the account.

**Payments**

No payments will be accepted at the Transfer Station. Credit/debit card or electronic check (using your checking account number and bank routing number) payments for a minimum of \$25.00 can be made online or over the phone. To make a credit/debit card payment online, visit [www.bristolct.gov/payment](http://www.bristolct.gov/payment) or click on the Pay Online button on the left side of the City's web page ([www.bristolct.gov](http://www.bristolct.gov)).

Payments are also accepted at City Hall (Monday to Friday, 8:00 a.m. to 5:00 p.m. at Public Works – Ground Floor) to pay with cash, check or credit/debit card (minimum \$25.00 payment with credit cards) and funds will be available to use immediately.

**Adding Funds to the Account**

After the initial \$25.00 payment to begin the account, funds may be added to the PAYT on line or at City Hall. Credit Card payments are always a minimum of \$25.00. There is a \$10.00 minimum payment for cash or check brought to City Hall, and funds will be available to use immediately.

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

**Fiscal Year 2017 Major Service Level Accomplishments**

- Recycled 1,218 gallons of waste oil, 604 tons of iron, 137 tons of electronics, 142 tons of mattresses, 11 tons of paint, 5.5 tons of hard cover books, 3.65 tons of propane tanks, 3.32 tons of antifreeze, and 1.25 tons of used textiles.
- Composted 1,218 tons of leaves and 1,979 tons of yard waste.
- Incorporated new recycling storage/loading building into operations.

**Fiscal Year 2018 Major Service Level Goals**

- Sell and remove all remaining leaf compost from the Transfer Station Compost Site.
- Repair walls of residential drop-off areas.

**Long Term Goals and Issues**

- Evaluate alternate uses of the Transfer Station Compost Site and closed landfill.
- Become self-funded through efficient operation.
- Review and modify PAYT fees.
- Maximize material revenue potential.

**Expenditure and Position Summary**

	<b>2016 Actual</b>	<b>2017 Estimated</b>	<b>2017 Budget</b>
Salary Expenditures	\$323,790	\$320,675	\$319,300
Full time Positions	5.5	5.5	5.5

**Budget Highlights**

**136 TRANSFER STATION REVENUE**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL REVENUE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>LICENSE, PERMITS, FEES</b>							
422020		RESIDENTIAL PERMIT FEES	\$29,522	\$189,000	\$189,000	\$56,250	\$56,250
422021		COMMERICAL PERMIT FEES	3,100	2,400	2,400	1,400	1,400
450350		CLOTHING	325	300	300	300	300
450351		ALUMINUM	3,927	3,000	3,000	3,000	3,000
450352		IRON METAL	30,703	30,000	30,000	30,000	30,000
450353		BATTERIES	2,168	2,500	2,500	2,000	2,000
450354		COMPOST	0	20,000	20,000	0	0
450355		LOAM SALES	18,218	0	0	0	0
<b>TOTAL LICENSE, PERMITS, FEES</b>			<b>\$87,963</b>	<b>\$247,200</b>	<b>\$247,200</b>	<b>\$92,950</b>	<b>\$92,950</b>
<b>CHARGES FOR SERVICES</b>							
450303		RECYCLING	\$50,151	\$36,750	\$36,750	\$48,665	\$48,665
450356		PAY AS YOU THROW	239,460	200,000	200,000	234,470	234,470
<b>TOTAL CHARGES FOR SERVICES</b>			<b>\$289,611</b>	<b>\$236,750</b>	<b>\$236,750</b>	<b>\$283,135</b>	<b>\$283,135</b>
<b>INVESTMENT EARNINGS</b>							
460000		INTEREST INCOME	\$940	\$630	\$630	\$700	\$700
<b>TOTAL INVESTMENT EARNINGS</b>			<b>\$940</b>	<b>\$630</b>	<b>\$630</b>	<b>\$700</b>	<b>\$700</b>
<b>OTHER FINANCING SOURCES</b>							
490001		TRANSFER IN GENERAL FUND	\$324,065	\$246,915	\$246,915	\$316,820	\$316,820
<b>TOTAL OTHER FINANCING SOURCES</b>			<b>\$324,065</b>	<b>\$246,915</b>	<b>\$246,915</b>	<b>\$316,820</b>	<b>\$316,820</b>
<b>TOTAL TRANSFER STATION FUND</b>			<b>\$702,579</b>	<b>\$731,495</b>	<b>\$731,495</b>	<b>\$693,605</b>	<b>\$693,605</b>

**Program Summaries-  
Special Revenue Funds**

**Special Revenue Funds – (continued)**

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**TRANSFER STATION FUND EXPENDITURES**

OBJECT	PROJECT	DESCRIPTION	2016 ACTUAL EXPENDITURE	2017 ORIGINAL BUDGET	2017 REVISED BUDGET	2018 BUDGET REQUEST	2018 JOINT BOARD
<b>SALARIES</b>							
514000		REGULAR WAGES	\$275,663	\$271,945	\$271,945	\$271,650	\$271,650
515100		OVERTIME	48,055	46,315	46,315	47,550	47,550
517000		OTHER WAGES	72	2,415	2,415	100	100
<b>TOTAL SALARIES</b>			<b>\$323,790</b>	<b>\$320,675</b>	<b>\$320,675</b>	<b>\$319,300</b>	<b>\$319,300</b>
<b>CONTRACTURAL SERVICES</b>							
531000		PROFESSIONAL FEES	\$1,610	\$1,650	\$1,650	\$1,650	\$1,650
534200		ENVIRONMENTAL	1,481	4,925	4,925	4,925	4,925
541000		UTILITIES	5,092	7,000	7,000	7,000	7,000
541100		WATER/SEWER	288	450	450	450	450
542101		DISPOSAL	1,184	3,000	3,000	3,000	3,000
542105		TIRE DISPOSAL	3,200	3,300	3,300	4,400	4,400
542110		FREON	1,221	2,500	2,500	2,500	2,500
542115		BULK WASTE	16,002	15,000	15,000	15,000	15,000
542120		TIP FEES	0	137,580	137,580	106,200	106,200
543000		REPAIRS & MAINTENANCE	25,522	12,000	12,000	12,000	12,000
544400		RENTS/LEASE	23,525	60,000	60,000	30,000	30,000
554000		TRAVEL REIMBURSEMENT	0	50	50	50	50
581120		CONFERENCE & MEMBERSHIPS	0	150	150	150	150
581135		SCHOOLING	0	150	150	150	150
<b>TOTAL CONTRACTURAL SERVICES</b>			<b>\$79,125</b>	<b>\$247,755</b>	<b>\$247,755</b>	<b>\$187,475</b>	<b>\$187,475</b>
<b>BENEFITS</b>							
520100		LIFE INSURANCE	\$294	\$280	\$280	\$280	\$280
520500		DISABILITY	140	255	255	255	255
520700		F.I.C.A.	19,205	19,980	19,980	19,800	19,800
520750		MEDICARE INSURANCE	4,491	4,670	4,670	4,630	4,630
520905		GENERAL CITY RETIREMENT	0	1,365	1,365	11,990	11,990
<b>TOTAL BENEFITS</b>			<b>\$24,130</b>	<b>\$26,550</b>	<b>\$26,550</b>	<b>\$36,955</b>	<b>\$36,955</b>
<b>SUPPLIES AND MATERIALS</b>							
561400		MAINTENANCE SUPPLIES	\$309	\$500	\$500	\$500	\$500
561800		PROGRAM SUPPLIES	3,730	6,110	6,110	15,000	15,000
<b>TOTAL SUPPLIES AND MATERIALS</b>			<b>\$4,039</b>	<b>\$6,610</b>	<b>\$6,610</b>	<b>\$15,500</b>	<b>\$15,500</b>
<b>OTHER/MISCELLANEOUS</b>							
589000		CONTINGENCY	\$0	\$0	\$0	\$18,200	\$18,200
589105		CCARD FEES	4,789	6,825	6,825	6,825	6,825
<b>TOTAL OTHER/ MISCELLANEOUS</b>			<b>\$4,789</b>	<b>\$6,825</b>	<b>\$6,825</b>	<b>\$25,025</b>	<b>\$25,025</b>
<b>OPERATING TRANSFERS OUT</b>							
591500		TRANSFERS TO INTERNAL SERVICE	\$115,486	\$123,080	\$123,080	\$109,350	\$109,350
<b>TOTAL OPERATING TRANSFERS OUT</b>			<b>\$115,486</b>	<b>\$123,080</b>	<b>\$123,080</b>	<b>\$109,350</b>	<b>\$109,350</b>
<b>TOTAL TRANSFER STATION FUND</b>			<b>\$551,359</b>	<b>\$731,495</b>	<b>\$731,495</b>	<b>\$693,605</b>	<b>\$693,605</b>