

Cheryl Thibeault, Chairperson
Mayor Ellen Zoppo-Sassu
Orlando Calfe
Derek Czenczelewski
Mike LaMothe



John Smith, Vice Chairman
Ron Burns
Jake Carrier
Mike Fiorini

City of Bristol
Board of Finance

February 14, 2018

Ladies and Gentlemen:

The Board of Finance will hold a **Budget Hearing** on **Wednesday, February 21, 2018** at 6:00 p.m. in City Hall Council Chambers, 111 North Main Street, Bristol, Connecticut. *No votes will be taken.*

Agenda

1. Call to order
2. Public Participation
3. Budget Reviews of the following Departments with Department Heads:

- Probate
- School Readiness
- Emergency Management
- Registrar of Voters
- Purchasing
- Treasurer
- Tax Office
- City Clerk
- Personnel
- Building Department
- Department of Aging
- Information Systems
- Assessors
- Board of Assessment Appeals
- Bristol Development Authority
- Youth Services
- Community Services
- Pine Lake Challenge Course

4. Adjournment

PER ORDER OF THE CHAIRPERSON
Cheryl Thibeault

A handwritten signature in cursive script, reading "Diane M. Waldron".

Diane M. Waldron
Board of Finance Clerk

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011012 PROBATE COURT							
0011012 470038 PLYMOUTH	-5,220.00	-5,140.00	-5,140.00	-5,140.00	-5,140.00	-5,635.00	9.6%
0011012 470039 PLAINVILLE	-8,670.00	-9,475.00	-9,475.00	-9,475.00	-9,475.00	-4,655.00	-50.9%
TOTAL PROBATE COURT	-13,890.00	-14,615.00	-14,615.00	-14,615.00	-14,615.00	-10,290.00	-29.6%
TOTAL GENERAL FUND	-13,890.00	-14,615.00	-14,615.00	-14,615.00	-14,615.00	-10,290.00	-29.6%
GRAND TOTAL	-13,890.00	-14,615.00	-14,615.00	-14,615.00	-14,615.00	-10,290.00	-29.6%

** END OF REPORT -- Generated by Sharon Chaika **

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011012 PROBATE COURT							
0011012 531000 PROF FEES	16,642.70	13,000.00	18,530.00	13,797.02	14,000.00	14,000.00	7.7%
0011012 543000 REP & MAIN	1,713.36	2,550.00	2,550.00	1,713.60	2,550.00	2,550.00	.0%
0011012 553000 TELEPHONE	35.92	500.00	500.00	7.10	500.00	500.00	.0%
0011012 553100 POSTAGE	13,455.13	16,400.00	17,344.00	14,400.00	16,400.00	16,400.00	.0%
0011012 555000 PRINT/BIND	1,568.75	1,500.00	1,500.00	1,495.21	1,500.00	1,500.00	.0%
0011012 569000 OFFIC SUPL	4,657.94	5,000.00	5,342.00	3,750.00	5,000.00	5,000.00	.0%
TOTAL PROBATE COURT	38,073.80	38,950.00	45,766.00	35,162.93	39,950.00	39,950.00	2.6%
TOTAL GENERAL FUND	38,073.80	38,950.00	45,766.00	35,162.93	39,950.00	39,950.00	2.6%
GRAND TOTAL	38,073.80	38,950.00	45,766.00	35,162.93	39,950.00	39,950.00	2.6%

** END OF REPORT - Generated by Sharon Chaika **

Probate Court- 0011012

Account	Object	Description
Professional Fees	531000	Internet, Microfilm, Laser Fiche, Shredding Service, Security needs
Repairs & Maintenance	543000	Maintenance and repairs for office equipment including fax machines and scanners and lease of postage machine 149.00 per month
Telephone	553000	Telephone for 9 employees and the Judge
Postage	553100	Postage expenses mailing out legal documents
Printing & Binding	555000	Copier expenses
Office Supplies	569000	Office Supplies for 10 people, Toner Cartridges for 4 Computer Printers and Law Books

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|CITY OF BRISTOL
 |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0014654 SCHOOL READINESS PROGRAM							
0014654 432079 SCHL READI	-2,795,304.00	.00	-2,895,096.00	-1,355,810.00	-2,895,096.00	.00	.0%
0014654 432080 QUAL ENHAN	-25,024.00	.00	-18,756.00	-14,067.00	-18,756.00	.00	.0%
TOTAL SCHOOL READINESS PROGR	-2,820,328.00	.00	-2,913,852.00	-1,369,877.00	-2,913,852.00	.00	.0%
TOTAL GENERAL FUND	-2,820,328.00	.00	-2,913,852.00	-1,369,877.00	-2,913,852.00	.00	.0%
GRAND TOTAL	-2,820,328.00	.00	-2,913,852.00	-1,369,877.00	-2,913,852.00	.00	.0%

** END OF REPORT - Generated by Sharon Chaika **

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0014654 SCHOOL READINESS PROGRAM							
0014654 514000 REG WAGES	73,111.57	.00	74,826.00	44,485.60	74,826.00	.00	.0%
0014654 517000 OTHER WAGE	1,000.00	.00	1,000.00	1,000.00	1,000.00	.00	.0%
0014654 531000 PROF FEES	32,575.00	5,070.00	29,244.00	16,549.00	29,244.00	5,070.00	.0%
0014654 531140 TRAINING	1,012.87	1,100.00	1,100.00	.00	1,100.00	1,100.00	.0%
0014654 531160 PROG CONTR	2,695,240.56	.00	2,795,096.00	2,795,096.00	2,795,096.00	.00	.0%
0014654 531170 Q/E PURCH	25,017.90	.00	18,756.00	6,147.57	18,756.00	.00	.0%
0014654 553100 POSTAGE	120.87	370.00	370.00	17.34	370.00	250.00	-32.4%
0014654 554000 TRAV REIMB	1,000.00	1,000.00	1,000.00	697.75	1,000.00	1,100.00	10.0%
0014654 557700 ADVERTISNG	70.97	400.00	400.00	.00	400.00	400.00	.0%
0014654 569000 OFFIC SUPL	248.31	250.00	250.00	250.00	250.00	250.00	.0%
0014654 581120 CONF MEMB	.00	50.00	50.00	.00	50.00	50.00	.0%
TOTAL SCHOOL READINESS PROGR	2,829,398.05	8,240.00	2,922,092.00	2,864,243.26	2,922,092.00	8,220.00	-.2%
TOTAL GENERAL FUND	2,829,398.05	8,240.00	2,922,092.00	2,864,243.26	2,922,092.00	8,220.00	-.2%
GRAND TOTAL	2,829,398.05	8,240.00	2,922,092.00	2,864,243.26	2,922,092.00	8,220.00	-.2%

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School Readiness

Account	Object	Description
REGULAR WAGES	514000	Salary - Union Contract Grade 7 Step 6
OTHER WAGES	517000	Per Union Contract
PROFESSIONAL FEES & SERVICES	531000	Supplies/food for volunteers (volunteers/Special Needs Adult classroom) Support for the Bristol Early Childhood Alliance Coordinators Position (BECA)
TRAINING	531140	Professional Development for Pre-K teachers & Collaborative Events
PROGRAM CONTR/GRANT PURCH SERV	531160	This amount is determined by the School Readiness Grant award from the State
QUALITY ENHANCEMT PURCH SERVIC	531170	This amount is determined by the Quality Enhancement Grant award from the State
POSTAGE	553100	Mailings to School Readiness Providers, Council Members, elected officials, Licensed Providers, Informal Caregivers, local businesses etc.
TRAVEL REIMBURSEMENT	554000	Reimbursement for Grant Manager- averages approx 150 miles per month@ .545 cents per mile. Plus parking fees for OEC meetings approximately \$100 per year
ADVERTISING	557700	Placement of Legal ads for RFP's (SR Readiness Grant/ Quality Enhancement Grant/ ECE Consultant Grant)
OFFICE SUPPLIES	569000	Office supplies for School Readiness Program, envelopes, pens, paper, folders, etc.
CONFERENCES & MEMBERSHIPS	581120	Minimal amount requested for Grant Manager to attend 1 in-state Conference per year.

2018-2019
School Readiness Budget Justification Request

0014654 School Readiness Program

514000- Regular wages – Union Contract Grade 7 Step 6
July 1, 2018- June 30, 2019

Total Request \$74,826*

City Portion of salary 0
*SR Grant reimburses for administrative costs - \$74,826 toward salary request**
(Current salary)

517000 –Other Wages – Union Contract BPSA – 6th step

Total Request \$1,000*

City portion 0
*SR Grant reimburses for administrative costs - \$1,000 toward salary request**

531140 –Training

Professional Development for Pre-K teachers – community wide- 2 day conference \$1,100

\$600.00

Collaborative Events- to include 1-2 Dine and Discuss/ 2-3 Community wide Director's meetings
\$500.00

557700 Advertising

Placement of Legal ads for RFP's (SR Readiness Grant/ Quality Enhancement Grant/
ECE Consultant Grant) \$ 400
\$400.00

531000 –Professional Fees and Services **

Line item is used for:

Supplies/food for volunteers (volunteers/Special Needs Adult classroom)

\$70

Support for the Bristol Early Childhood Alliance Coordinators Position (BECA)

\$5,000

Total Request for Bristol's share

***This line item is also used to pay the ECE Consultants paid for from the Administrative money given to Bristol-*

We are proposing that \$24,174 of this amount be set aside to pay for the ECE Consultants – Observations, Coaching and Assessment tools to improve the quality of School Readiness Programs. Monitoring and rating of each classrooms Early Learning Experience Plans are a requirement of the SR Grant.

Funds are not being sought from Bristol's budget

\$24,174

531160-Program Contract/Grant Purchased Services *

This amount is determined by the School Readiness Grant award from the State

Total Request

Unknown at this time

531170 –Quality Enhancement Purchased Services*

This amount is determined by the Quality Enhancement Grant award from the State
Total Request **Unknown at this time**

553100 -Postage

Mailings to School Readiness Providers, Council Members, elected officials, Licensed Providers, Informal Caregivers, local businesses etc.
Whenever possible correspondence is done via e-mail.

Total Request **\$250**

554000 –Travel Reimbursement

Reimbursement for Grant Manager- averages approx 150 miles per month@
.545 cents per mile. Plus parking fees for OEC meetings approximately \$100 per year

Total Request **\$1,100**

569000-Office Supplies

Office supplies for School Readiness Program, envelopes, pens, paper, folders, etc.

Total Request **\$250**

581120- Conference & Memberships

Minimal amount requested for Grant Manager to attend 1 in-state Conference per year.

Total Request **\$50**

- *SR Grant reimburses for administrative costs - \$74,826 toward salary request**
- *Plus \$1,000 for Longevity payment*

For the City to be able to receive \$100,000 in Administrative costs- They must put in their share of \$25,000.

This budget shows a commitment of: \$ 8,220

To make up the remainder of the \$25,000 (\$ 16,780)

The in-kind expenditures for the City of Bristol are:

For SR Grant Manager – insurance coverage/personal benefits/etc

City Departments: Mayor's Office; Comptroller's Office; City Clerk's Office; Corporate Counsel; Park and Rec.; BBHD; Purchasing; MIS; Library; City Council Representative

BOE: Superintendent, Supervisor K-, Pre-K Supervisor, School Principals, Kindergarten Teachers, Pre-K teachers, School Psychologists; Early Intervention Team; FRC; School/Business Partner Director; Adult Education, Special Ed Adult Students

Space for office/ computer equipment/ paper/ ink/telephone/ heat/electric/water/air conditioning
Space for meetings

School Readiness 0014654

Line item /title	Funds Requested	Portion paid by City	Paid by SR Adm Funds
514000-Regular wages	\$74,826	0	\$74,826
517000-Other Wages	\$1,000	0	\$1,000
531140-Training	\$1,100	\$1,100	0
557700-Advertising	\$400	\$400	0
531000-Professional Fees and Services	\$29,244	\$5,070	\$24,174
531160 Program Contract/Grant Purchase Service	Unknown- grant award	0	Full grant award
531170 Quality Enhancement Purchased Services	Unknown-grant Award	0	Full grant award
55310-Postage	\$250	\$250	0
554000-Travel Reimbursement	\$1,100	\$1,100	0
569000-Office Supplies	\$250	\$250	0
581120 Conference and Memberships	\$50	\$50	0
Total	\$108,220	\$8,220	\$100,000

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CITY OF BRISTOL
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0012413 EMERGENCY MANAGEMENT							
0012413 431003 CIVIL/PREP	-5,712.85	-8,235.00	-8,235.00	11,079.55	-8,235.00	-8,785.00	6.7%
TOTAL EMERGENCY MANAGEMENT	-5,712.85	-8,235.00	-8,235.00	11,079.55	-8,235.00	-8,785.00	6.7%
TOTAL GENERAL FUND	-5,712.85	-8,235.00	-8,235.00	11,079.55	-8,235.00	-8,785.00	6.7%
GRAND TOTAL	-5,712.85	-8,235.00	-8,235.00	11,079.55	-8,235.00	-8,785.00	6.7%

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0012413 EMERGENCY MANAGEMENT							
0012413 515200 PARTTIME	7,101.81	7,475.00	7,475.00	4,263.39	7,475.00	7,475.00	.0%
0012413 553000 TELEPHONE	1,165.69	2,000.00	2,000.00	1,320.00	2,000.00	2,000.00	.0%
0012413 553100 POSTAGE	.00	100.00	100.00	.00	100.00	100.00	.0%
0012413 554000 TRAV REIMB	463.81	800.00	800.00	289.89	800.00	800.00	.0%
0012413 561800 PROG SUPPL	417.37	3,000.00	3,000.00	431.00	3,000.00	4,500.00	50.0%
0012413 561825 CERT EXP	1,650.23	2,400.00	2,400.00	846.25	2,400.00	2,000.00	-16.7%
0012413 569000 OFFIC SUPL	318.64	400.00	400.00	300.00	400.00	400.00	.0%
0012413 570400 17001 COMP UGRD	891.90	.00	.00	.00	.00	.00	.0%
0012413 581120 CONF & MEM	249.00	300.00	300.00	100.00	300.00	300.00	.0%
TOTAL EMERGENCY MANAGEMENT	12,258.45	16,475.00	16,475.00	7,550.53	16,475.00	17,575.00	6.7%
TOTAL GENERAL FUND	12,258.45	16,475.00	16,475.00	7,550.53	16,475.00	17,575.00	6.7%
GRAND TOTAL	12,258.45	16,475.00	16,475.00	7,550.53	16,475.00	17,575.00	6.7%

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Emergency Management

Account	Object	Description
PARTTIME-EMERG MANAGEMENT	515200	Part Time Emergency Management Salary
		Repeater telephone 860-582-0169 \$55 x 12 = \$660
TELEPHONE	553000	EM Cell Phone 860-866-7262 \$55 x 12 = \$660
POSTAGE	553100	EOC Phone Line for Telephone & Fax \$55 x 12 = \$660
		Stamps
TRAVEL REIMBURSEMENT	554000	Estimate 2 trips to Hartford/month plus additional travel at \$0.545/mile (change in mileage reimbursement)
PROGRAM SUPPLIES	561800	EOC equipment/office equipment
CERT EXPENDITURES	561825	Training, First Aid Equipment, ID Items, Misc
OFFICE SUPPLIES	569000	Printer ink, pads, folders, misc office supplies
		CEMA Membership (increased to \$100) &
CONFERENCES & MEMBERSHIPS	581120	Miscellaneous Conferences (\$200)

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD.	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011013 REGISTRARS OF VOTERS							
0011013 514000 REG WAGES	137,865.55	140,345.00	143,685.00	85,340.58	143,685.00	143,715.00	2.4%
0011013 515100 OVERTIME	6,857.94	4,000.00	4,197.00	4,110.38	4,197.00	4,500.00	12.5%
0011013 515200 PARTTIME	41,852.40	36,000.00	36,000.00	25,457.50	26,500.00	45,000.00	25.0%
0011013 531000 PROF FEES	4,443.58	4,000.00	4,000.00	2,963.36	3,800.00	4,000.00	.0%
0011013 531140 TRAINING	2,160.00	1,200.00	1,200.00	720.00	1,200.00	1,200.00	.0%
0011013 544400 RENT/LEASE	250.00	750.00	750.00	250.00	500.00	500.00	-33.3%
0011013 553000 TELEPHONE	164.06	400.00	400.00	184.88	2,200.00	400.00	.0%
0011013 553100 POSTAGE	6,257.45	4,500.00	4,500.00	2,685.06	4,500.00	4,500.00	.0%
0011013 554000 TRAV REIMB	691.25	750.00	750.00	248.46	750.00	750.00	.0%
0011013 555000 PRINT/BIND	11,982.21	12,000.00	12,000.00	6,080.85	9,800.00	10,000.00	-16.7%
0011013 561400 MAINT SUPL	26,179.60	14,000.00	14,000.00	9,997.00	21,700.00	14,000.00	.0%
0011013 561800 PROG SUPPL	55.00	500.00	500.00	134.84	500.00	500.00	.0%
0011013 569000 OFFIC SUPL	1,903.15	2,000.00	2,000.00	1,676.64	1,900.00	1,500.00	-25.0%
0011013 581120 CONF MEMB	1,454.60	1,500.00	1,500.00	1,300.00	1,300.00	1,100.00	-26.7%
TOTAL REGISTRARS OF VOTERS	242,116.79	221,945.00	225,482.00	141,149.55	222,532.00	231,665.00	4.4%
TOTAL GENERAL FUND	242,116.79	221,945.00	225,482.00	141,149.55	222,532.00	231,665.00	4.4%
GRAND TOTAL	242,116.79	221,945.00	225,482.00	141,149.55	222,532.00	231,665.00	4.4%

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REGISTRAR OF VOTERS - 1013

Account	Object	Description	Request
REGULAR WAGES	514000	This request reflects the 2.5% wage increase effective January 3, 2018 for both Registrars. The Registrars' clerk wage request remains the same based on the current 233 contract.	143,715.00
OVERTIME WAGES & SALARIES	515100	This request increase reflects State Election year activity including an anticipated Primary in August.	4,500.00
PARTTIME WAGES & SALARIES	515200	This request includes all temporary Poll Workers and Deputy Registrars' wages. The request increase reflects State Election year activity including an anticipated Primary in August.	45,000.00
PROFESSIONAL FEES & SERVICES	531000	This category includes the Election equipment moving company and statutory obligations for voter canvass. This request remains the same.	4,000.00
TRAINING	531140	This reflects statutory requirements to comply with certification mandates for polling place Moderators, Registrars and registrars' Clerk . This request remains the same.	1,200.00
RENTS & LEASES	544400	This request covers the rental cost of the Elks Lodge and reflects a decrease for State Election year activity.	500.00
TELEPHONE	553000	This request remains the same.	400.00
POSTAGE	553100	This covers our daily correspondence with voters, annual canvass mailing, permit fees, and mailing of absentee ballots by the town clerk. This request remains the same.	4,500.00
TRAVEL REIMBURSEMENT	554000	This request reflects anticipated ride sharing cost savings and remains the same as last year.	750.00
PRINTING & BINDING	555000	This request covers printing and coding of ballots, the decrease reflects State Election year activity.	10,000.00
MAINT SUPPLIES & MATERIALS	561400	This reflects the licensing fees for poll books, required maintenance contract for tabulators & programming of memory cards for every Election event. This request remains the same.	14,000.00
PROGRAM SUPPLIES	561800	This category reflects budgeting for anticipated supplies at the polls flashlights, batteries, signage, etc.; some of which are purchased every other year. This request remains the same.	500.00
OFFICE SUPPLIES	569000	This request decrease reflects State Election year activity.	1,500.00
CONFERENCES & MEMBERSHIPS	581120	This request covers the cost of registration fees for two conferences per year. The decrease reflects attendance by the Registrars and Registrars' Clerk only; previously included the attendance of deputies.	1,100.00
			231,665.00

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE	
0011017	PURCHASING								
0011017	514000	REG WAGES	185,817.42	188,570.00	196,035.00	110,464.59	185,388.00	193,340.00	2.5%
0011017	517000	OTHER WAGE	1,000.00	1,000.00	1,050.00	1,049.79	1,050.00	1,000.00	.0%
0011017	531140	TRAINING	30.00	300.00	300.00	.00	300.00	300.00	.0%
0011017	543000	REP & MAIN	.00	100.00	185.00	362.00	362.00	100.00	.0%
0011017	553000	TELEPHONE	48.08	75.00	75.00	15.16	75.00	75.00	.0%
0011017	553100	POSTAGE	1,007.71	1,000.00	1,000.00	640.97	1,000.00	1,000.00	.0%
0011017	554000	TRAV REIMB	84.96	100.00	100.00	.00	100.00	100.00	.0%
0011017	555000	PRINT/BIND	913.00	1,000.00	915.00	36.00	915.00	1,000.00	.0%
0011017	557700	ADVERTIS	4,481.72	5,000.00	5,000.00	4,962.94	5,000.00	5,000.00	.0%
0011017	569000	OFFIC SUPL	324.71	350.00	350.00	349.72	390.00	350.00	.0%
0011017	581120	CONF MEMB	840.00	850.00	850.00	840.00	970.00	850.00	.0%
0011017	581150	ANNUAL BND	75.00	75.00	75.00	.00	75.00	75.00	.0%
	TOTAL PURCHASING		194,622.60	198,420.00	205,935.00	118,721.17	195,625.00	203,190.00	2.4%
	TOTAL GENERAL FUND		194,622.60	198,420.00	205,935.00	118,721.17	195,625.00	203,190.00	2.4%
	GRAND TOTAL		194,622.60	198,420.00	205,935.00	118,721.17	195,625.00	203,190.00	2.4%

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City of Bristol, Connecticut
Purchasing Budget FY2019 Revised

Backup

Purchasing- 0011017

Account	Object	Description	Request
Regular Wages	514000	Salaries for three positions as shown in BPSA and 233 union contracts	\$193,340
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
Minor capital Outlay	579999	Replacement of date stamp; age unknown (mfr'd prior to 2000)	\$0
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
		Total	\$203,190

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CITY OF BRISTOL
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011019 CITY TREASURER							
0011019 460001 INT GENFND	-449,236.86	-325,000.00	-325,000.00	-390,940.21	-500,000.00	-425,000.00	30.8%
0011019 460006 INT A/R	-8,863.04	-6,000.00	-6,000.00	-17,070.96	-20,000.00	-6,000.00	.0%
TOTAL CITY TREASURER	-458,099.90	-331,000.00	-331,000.00	-408,011.17	-520,000.00	-431,000.00	30.2%
TOTAL GENERAL FUND	-458,099.90	-331,000.00	-331,000.00	-408,011.17	-520,000.00	-431,000.00	30.2%
GRAND TOTAL	-458,099.90	-331,000.00	-331,000.00	-408,011.17	-520,000.00	-431,000.00	30.2%

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011019	CITY TREASURER							
0011019	514000 REG WAGES	87,586.94	91,945.00	94,385.00	49,724.17	81,170.00	95,170.00	3.5%
0011019	515200 PARTTIME	16,395.95	19,240.00	19,240.00	6,863.48	14,415.00	21,575.00	12.1%
0011019	517000 OTHER WAGE	.00	.00	.00	1,757.14	1,760.00	.00	.0%
0011019	531000 PROF FEE	1,335.00	5,800.00	5,800.00	4,450.00	4,450.00	4,550.00	-21.6%
0011019	553000 TELEPHONE	6.88	120.00	120.00	2.54	120.00	120.00	.0%
0011019	553100 POSTAGE	3,401.47	4,300.00	4,300.00	2,463.42	4,300.00	4,300.00	.0%
0011019	554000 TRAV REIMB	191.54	120.00	120.00	32.64	120.00	120.00	.0%
0011019	569000 OFFIC SUPL	125.46	550.00	550.00	550.00	550.00	550.00	.0%
0011019	581120 CONF MEMB	435.00	400.00	400.00	265.00	360.00	410.00	2.5%
0011019	581150 ANNUAL BND	300.00	300.00	300.00	.00	300.00	300.00	.0%
0011019	581400 BANK CHG	5,468.59	20,000.00	20,000.00	.00	20,000.00	20,000.00	.0%
	TOTAL CITY TREASURER	115,246.83	142,775.00	145,215.00	66,108.39	127,545.00	147,095.00	3.0%
	TOTAL GENERAL FUND	115,246.83	142,775.00	145,215.00	66,108.39	127,545.00	147,095.00	3.0%
	GRAND TOTAL	115,246.83	142,775.00	145,215.00	66,108.39	127,545.00	147,095.00	3.0%

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Treasurer- 0011019

Account	Object	Description
Regular Wages	514000	Wages for Deputy Treasurer and Accounting Clerk
Part Time	515200	Treasurer & PT Bookkeeper
Professional Fees & Services	531000	Dunbar Armored, Inc.
Telephone	553000	Office Calls
Postage	553100	Accounts Payable Checks
Travel Reimbursement	554000	Travel to Conferences and CPFO Exam
Office Supplies	569000	Supplies for Office
Conference & Membership	581120	GFOA, Conferences/Meetings and Membership CPFO Exam
Misc. Bond Expense	581150	For Treasurer and Deputy Treasurer
Bank Charges	581400	Banking Services Fee

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|CITY OF BRISTOL
|NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011016	TAX COLLECTOR							
0011016	401000	CURRENT	-138,578,897.60	-137,957,930.00	-137,957,930.00	-133,379,032.44	-138,509,650.00	.00 -100.0%
0011016	401001	PRIOR	-1,820,163.75	-1,300,000.00	-1,300,000.00	-893,759.70	-1,300,000.00	-1,200,000.00 -7.7%
0011016	401002	60DAY:GAAP	110,503.30	.00	.00	.00	.00	.00 .0%
0011016	410000	INT & LIEN	-1,138,473.65	-775,000.00	-775,000.00	-480,446.70	-775,000.00	-700,000.00 -9.7%
0011016	432152	MOT VEHIC	.00	-1,095,290.00	-1,095,290.00	.00	-1,095,290.00	.00 -100.0%
0011016	442441	DELIN FEES	-2,487.93	-2,000.00	-2,000.00	-857.64	-2,000.00	-1,000.00 -50.0%
0011016	450104	COPY FEES	-598.50	-250.00	-250.00	-187.00	-250.00	-250.00 .0%
	TOTAL TAX COLLECTOR		-141,430,118.13	-141,130,470.00	-141,130,470.00	-134,754,283.48	-141,682,190.00	-1,901,250.00 -98.7%
	TOTAL GENERAL FUND		-141,430,118.13	-141,130,470.00	-141,130,470.00	-134,754,283.48	-141,682,190.00	-1,901,250.00 -98.7%
	GRAND TOTAL		-141,430,118.13	-141,130,470.00	-141,130,470.00	-134,754,283.48	-141,682,190.00	-1,901,250.00 -98.7%

** END OF REPORT - Generated by Sharon Chaika **

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011016 TAX COLLECTOR							
0011016 514000 REG WAGES	273,076.70	279,820.00	291,134.00	173,715.55	288,560.00	288,560.00	3.1%
0011016 515100 OVERTIME	.00	100.00	100.00	.00	.00	100.00	.0%
0011016 515200 PARTTIME	17,136.29	21,640.00	23,370.00	14,556.09	22,635.00	23,555.00	8.8%
0011016 517000 OTHER WAGE	.00	50.00	50.00	10.11	11.00	50.00	.0%
0011016 531000 PROF FEES	1,480.00	2,050.00	2,050.00	1,395.71	2,000.00	2,050.00	.0%
0011016 543000 REP & MAIN	100.00	100.00	100.00	.00	100.00	120.00	20.0%
0011016 544400 RENT/LEASE	298.00	300.00	300.00	.00	298.00	300.00	.0%
0011016 553000 TELEPHONE	13.54	125.00	125.00	6.12	125.00	125.00	.0%
0011016 553100 POSTAGE	27,504.51	38,650.00	38,650.00	26,573.18	30,000.00	38,650.00	.0%
0011016 554000 TRAV REIMB	53.09	180.00	180.00	.00	75.00	180.00	.0%
0011016 555000 PRINT/BIND	23,588.52	22,000.00	22,000.00	12,980.15	20,250.00	22,000.00	.0%
0011016 557700 ADVERTIS	194.70	375.00	375.00	362.22	363.00	375.00	.0%
0011016 561800 PROG SUPPL	320.43	430.00	430.00	35.83	400.00	430.00	.0%
0011016 569000 OFFIC SUPL	215.66	300.00	300.00	300.00	300.00	300.00	.0%
0011016 581120 CONF MEMB	165.00	390.00	390.00	.00	390.00	395.00	1.3%
0011016 581135 SCHOOLING	655.00	1,000.00	1,000.00	960.00	1,000.00	1,000.00	.0%
0011016 581150 ANNUAL BND	2,880.00	6,750.00	6,750.00	.00	2,880.00	3,000.00	-55.6%
TOTAL TAX COLLECTOR	347,681.44	374,260.00	387,304.00	230,894.96	369,387.00	381,190.00	1.9%
TOTAL GENERAL FUND	347,681.44	374,260.00	387,304.00	230,894.96	369,387.00	381,190.00	1.9%
GRAND TOTAL	347,681.44	374,260.00	387,304.00	230,894.96	369,387.00	381,190.00	1.9%

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Tax Collector- 0011016

Account	Object	Description
Regular Wages	514000	Employee Salaries, Tax Collector, Deputy, Admin Asst, 2 Principal Clerks
Overtime	515100	No overtime used
Part Time	515200	Part time clerk started 1/20/15, FT hours in July and January
Other Wages	517000	Pay differential between Admin Asst and Clerk in case of absence
Professional Fees	531000	2 months Dunbar service, Rossi Law Unrecovered Court Costs, DMV Direct Access
Repairs & Maint	543000	Maintenance (cleaning) performed on the only typewriter in the office
Rentals	544400	PO Box 1040 rental at Bristol Post Office
Telephone	553000	Phone service to/from office
Postage	553100	Postage necessary to mail original bills, delinquent bills, boot notices, etc
Travel Reimbursement	554000	Travel expenses (mileage and parking costs) to and from New Britain courthouse
Printing & Binding	555000	Costs associated with bill printing and printing/binding of posted rate books, envelopes
Advertising	557700	Legal notices posted in Bristol Press per CT State Statute
Program Supplies	561800	Thermal paper rolls and ink for receipt printers, typewriter ribbons, storage boxes
Office Supplies	569000	Pens, pencils, rubber bands, staples, hi-liters, paper clips, post-its, desk calendars, etc
Conf & Membership	581120	Htfd County and CT State Membership dues for Tax Collector, Deputy Tax Collector
Schooling & Education	581135	CCMC class fees and Annual seminar fees for Tax Collector and Deputy Tax Collector
Annual Bond	581150	Annual bond for Tax Collector and Deputy Tax Collector

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE	
0011023	CITY CLERK								
0011023	422000	RECORD FEE	-298,310.00	-280,000.00	-280,000.00	-169,277.00	-280,000.00	-280,000.00	.0%
0011023	422020	DOG PENALTY	-538.00	-800.00	-800.00	-814.00	-815.00	-800.00	.0%
0011023	441001	MERCH LIC	-4,310.00	-2,500.00	-2,500.00	-2,347.50	-2,500.00	-2,500.00	.0%
0011023	441002	DOG LICENSE	-7,108.00	-8,000.00	-8,000.00	-4,026.00	-8,000.00	-8,000.00	.0%
0011023	441005	MARIAG LIC	-2,480.00	-2,500.00	-2,500.00	-1,310.00	-2,500.00	-2,500.00	.0%
0011023	442001	FEES	-13,323.25	-10,000.00	-10,000.00	-6,831.50	-11,000.00	-11,000.00	10.0%
0011023	442002	LIQUOR	-160.00	-150.00	-150.00	-74.00	-150.00	-150.00	.0%
0011023	442003	NOTARY SER	-2,230.00	-2,000.00	-2,000.00	-1,145.00	-2,000.00	-2,000.00	.0%
0011023	442004	NOTARY APP	-1,730.00	-1,500.00	-1,500.00	-870.00	-1,500.00	-1,500.00	.0%
0011023	442005	BURIAL PER	-2,604.00	-2,400.00	-2,400.00	-1,422.00	-2,400.00	-2,400.00	.0%
0011023	442007	TRADE NAME	-655.00	-600.00	-600.00	-370.00	-600.00	-600.00	.0%
0011023	442011	VITALS	-136,766.00	-118,000.00	-118,000.00	-68,964.00	-118,000.00	-118,000.00	.0%
0011023	450102	COPIER CHG	-48,862.71	-46,000.00	-46,000.00	-27,865.50	-46,000.00	-46,000.00	.0%
0011023	450115	CONVEYANCE	-968,406.73	-800,000.00	-800,000.00	-610,703.23	-875,000.00	-825,000.00	3.1%
	TOTAL CITY CLERK		-1,487,483.69	-1,274,450.00	-1,274,450.00	-896,019.73	-1,350,465.00	-1,300,450.00	2.0%
	TOTAL GENERAL FUND		-1,487,483.69	-1,274,450.00	-1,274,450.00	-896,019.73	-1,350,465.00	-1,300,450.00	2.0%
	GRAND TOTAL		-1,487,483.69	-1,274,450.00	-1,274,450.00	-896,019.73	-1,350,465.00	-1,300,450.00	2.0%

** END OF REPORT - Generated by Sharon Chaika **

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE	
0011023	CITY CLERK								
0011023	514000	REG WAGES	335,388.30	346,765.00	361,690.00	216,941.53	356,419.00	357,165.00	3.0%
0011023	515100	OVERTIME	1,705.25	2,200.00	2,200.00	977.62	2,100.00	2,200.00	.0%
0011023	531000	PROF FEES	52,347.08	55,000.00	55,000.00	46,251.17	55,000.00	55,000.00	.0%
0011023	543000	REP & MAIN	306.50	400.00	400.00	.00	400.00	400.00	.0%
0011023	553000	TELEPHONE	4.36	50.00	50.00	1.68	50.00	50.00	.0%
0011023	553100	POSTAGE	4,801.65	6,600.00	6,600.00	2,435.75	5,500.00	6,000.00	-9.1%
0011023	554000	TRAV REIMB	245.59	250.00	250.00	112.35	250.00	250.00	.0%
0011023	555000	PRINT/BIND	5,799.44	5,600.00	5,600.00	4,641.53	5,600.00	5,600.00	.0%
0011023	557700	ADVERTIS	1,098.24	4,300.00	4,300.00	3,168.58	3,700.00	4,000.00	-7.0%
0011023	561800	PROG SUPPL	249.09	250.00	250.00	232.46	250.00	250.00	.0%
0011023	569000	OFFIC SUPL	1,767.88	1,900.00	1,900.00	1,324.75	1,900.00	1,900.00	.0%
0011023	581120	CONF MEMB	830.00	845.00	845.00	555.00	845.00	845.00	.0%
0011023	581135	SCHOOLING	620.00	625.00	625.00	165.00	625.00	625.00	.0%
	TOTAL CITY CLERK		405,163.38	424,785.00	439,710.00	276,807.42	432,639.00	434,285.00	2.2%
	TOTAL GENERAL FUND		405,163.38	424,785.00	439,710.00	276,807.42	432,639.00	434,285.00	2.2%
	GRAND TOTAL		405,163.38	424,785.00	439,710.00	276,807.42	432,639.00	434,285.00	2.2%

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City Clerk - 1023

Account	Object	Description
Regular Wages	514000	Wages for employees in department
Overtime	515100	Overtime for Council and Joint Board meetings and election day work
Professional Fees	531000	Land record and ordinance vendor fees, printing, books, microfilm creation and storage, archival paper, etc.
Repairs & Maint	543000	Repairs and maintenance for equipment such as time and date stampers
Telephone	553000	Telephone calls to customers and other government agencies
Postage	553100	Mailing of land record documents, correspondence, vitals records, State related work and dog licenses, etc.
Travel Reimbursement	554000	Automobile reimbursement to attend town clerk classes and conferences
Printing & Binding	555000	Printing and binding of land records, vitals, military and historic documents
Advertisting	557700	Advertisting for elections, Charter Revision, ordinances, legal notices, audits, etc.
Conf. & Memberships	581120	Town Clerk Conferences and memberships for town clerk and asst. town clerk
Program Supplies	561800	Desiccant for vault, paper, archival supplies, glue, inkers, stamps, etc.
Office Supplies	569000	Pens, paper, tape, binders, envelopes, markers, staples, tape, thumb drives, folders, storage boxes, seals, etc.
Schooling & Education	581135	Town Clerk and training classes for the town clerk and staff

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011021 PERSONNEL DEPARTMENT							
0011021 514000 REG WAGES	466,352.14	487,710.00	496,542.00	295,377.84	494,064.00	494,510.00	1.4%
0011021 515100 OVERTIME	1,782.56	1,000.00	1,000.00	399.87	1,000.00	1,000.00	.0%
0011021 515200 PARTTIME	1,621.12	.00	.00	.00	.00	.00	.0%
0011021 517000 OTHER WAGE	1,299.38	1,335.00	1,971.00	2,996.13	3,000.00	1,335.00	.0%
0011021 531000 PROF FEES	115,109.39	75,000.00	75,000.00	38,058.50	70,000.00	75,000.00	.0%
0011021 531140 TRAINING	.00	.00	.00	.00	.00	12,000.00	.0%
0011021 531145 APPLITRAK	3,486.22	3,735.00	3,735.00	3,660.53	3,661.00	3,920.00	5.0%
0011021 531300 EMP. EXAM	9,455.00	6,000.00	6,116.00	4,310.00	8,000.00	7,000.00	16.7%
0011021 543000 REP & MAIN	.00	150.00	150.00	.00	150.00	150.00	.0%
0011021 543100 MV SERVICE	.00	100.00	100.00	.00	100.00	100.00	.0%
0011021 553000 TELEPHONE	36.30	100.00	100.00	10.66	100.00	100.00	.0%
0011021 553100 POSTAGE	956.08	800.00	800.00	224.28	800.00	1,000.00	25.0%
0011021 554000 TRAV REIMB	57.15	200.00	200.00	45.40	200.00	200.00	.0%
0011021 555000 PRINT/BIND	600.00	600.00	600.00	.00	600.00	600.00	.0%
0011021 557700 ADVERTIS	20,593.55	13,000.00	13,000.00	9,755.54	13,000.00	13,000.00	.0%
0011021 561800 PROG SUPPL	3,669.92	3,855.00	3,855.00	550.35	3,855.00	3,855.00	.0%
0011021 562600 MOT FUELS	31.09	100.00	100.00	29.01	100.00	100.00	.0%
0011021 569000 OFFIC SUPL	972.61	1,000.00	1,000.00	859.02	1,000.00	1,000.00	.0%
0011021 581120 CONF MEMB	768.00	1,000.00	1,000.00	862.00	1,000.00	1,000.00	.0%
0011021 581135 SCHOOLING	9,913.00	10,000.00	10,000.00	7,844.79	10,000.00	10,000.00	.0%
0011021 589100 EMPL MISC	67.73	500.00	500.00	281.22	500.00	500.00	.0%
TOTAL PERSONNEL DEPARTMENT	636,771.24	606,185.00	615,769.00	365,265.14	611,130.00	626,370.00	3.3%
TOTAL GENERAL FUND	636,771.24	606,185.00	615,769.00	365,265.14	611,130.00	626,370.00	3.3%
GRAND TOTAL	636,771.24	606,185.00	615,769.00	365,265.14	611,130.00	626,370.00	3.3%

Personnel- 0011021

Account	Object	Description	Request
Regular Wages	514000	Employee Salaries - 6 employees	\$494,510
Overtime	515100	Personnel Analyst - as needed	\$1,000
Other Wages	517000	Vacation buyback	\$1,335
Prof. Fees	531000	Legal fees, test vendor fees	\$75,000
Training	531140	Munis training: Improved functionality in areas of ESS, automated step increases and personnel actions City wide training: includes sexual harassment training for supervisors and other miscellaneous training	\$12,000
Applitrak	531145	Online employment application system	\$3,920
Pre-Employment Exams	531300	Medical and drug screens	\$7,000
Repairs & Maint	543000	Equipment repairs as needed	\$150
MV Service	543100	For Personnel vehicle as needed	\$100
Telephone	553000	Work related long distance charges	\$100
Postage	553100	As necessary for department mailings	\$1,000
Travel Reimbursement	554000	Mileage	\$200
Printing & Binding	555000	Envelopes, business cards, PAF's, Fire performance appraisals	\$600
Advertising	557700	For recruitment purposes (print and on-line media)	\$13,000
Program Supplies	561800	Test materials, subscriptions, cdl program supplies	\$3,855
Motor Fuels	562600	For Personnel vehicle as needed	\$100
Office Supplies	569000	Miscellaneous office supplies	\$1,000
Conf & Memberships	581120	ConnPelra membership \$240	\$240
		IPMA membership \$401	\$401
		PRIMA membership \$35	\$35
		Topical seminars as approved \$324	\$324
Schooling & Education	581135	Employee tuition reimbursement program	\$10,000
Employee Misc Exp	589100	Employee safety training supplies	\$500
		Total	\$626,370

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0012615	BUILDING INSPECTION							
0012615	422015 ZON VIOLAT	.00	-1,500.00	-1,500.00	.00	-1,650.00	-1,500.00	.0%
0012615	422031 DROP FEE	-2,550.00	-2,400.00	-2,400.00	-1,500.00	-3,000.00	-2,400.00	.0%
0012615	442006 BLDG PERMT	-1,062,933.58	-850,000.00	-850,000.00	-818,485.00	-850,000.00	-850,000.00	.0%
0012615	450102 COPIER CHG	-11.50	-200.00	-200.00	-181.50	-200.00	-200.00	.0%
	TOTAL BUILDING INSPECTION	-1,065,495.08	-854,100.00	-854,100.00	-820,166.50	-854,850.00	-854,100.00	.0%
	TOTAL GENERAL FUND	-1,065,495.08	-854,100.00	-854,100.00	-820,166.50	-854,850.00	-854,100.00	.0%
	GRAND TOTAL	-1,065,495.08	-854,100.00	-854,100.00	-820,166.50	-854,850.00	-854,100.00	.0%

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0012615	BUILDING INSPECTION							
0012615	514000 REG WAGES	483,762.24	516,855.00	551,865.00	330,492.58	539,971.00	539,975.00	4.5%
0012615	515100 OVERTIME	13,773.58	4,895.00	5,282.00	4,177.60	14,550.00	15,395.00	214.5%
0012615	517000 OTHER WAGE	2,962.96	4,465.00	4,776.00	1,815.60	4,610.00	2,690.00	-39.8%
0012615	518000 WORKERCOMP	.00	.00	.00	1,040.33	.00	.00	.0%
0012615	543000 REP & MAIN	.00	150.00	150.00	.00	150.00	150.00	.0%
0012615	543012 CLOTH/UNIF	.00	.00	.00	.00	.00	2,515.00	.0%
0012615	543100 MV SERVICE	3,779.74	500.00	1,983.00	1,966.62	1,983.00	2,500.00	400.0%
0012615	553000 TELEPHONE	4,847.23	4,000.00	4,000.00	4,012.98	4,484.89	4,500.00	12.5%
0012615	553100 POSTAGE	880.33	1,100.00	1,100.00	897.51	1,100.00	1,100.00	.0%
0012615	555000 PRINT/BIND	416.20	500.00	500.00	66.00	500.00	500.00	.0%
0012615	557700 ADVERTIS	.00	100.00	100.00	.00	100.00	100.00	.0%
0012615	561800 PROG SUPPL	397.65	500.00	500.00	.00	800.00	3,200.00	540.0%
0012615	562600 MOT FUELS	2,994.38	4,000.00	4,000.00	1,780.38	4,000.00	4,000.00	.0%
0012615	563100 TIRES	1,066.10	200.00	200.00	.00	1,750.00	1,200.00	500.0%
0012615	569000 OFFIC SUPL	548.54	600.00	600.00	581.92	600.00	600.00	.0%
0012615	579999 2019 EQUIP	.00	.00	.00	.00	.00	61,705.00	.0%
0012615	581120 CONF MEMB	1,430.00	1,475.00	1,475.00	1,300.00	2,030.00	2,500.00	69.5%
0012615	581223 STATE FEES	.00	.00	.00	7,102.55	.00	.00	.0%
0012615	589105 CCARDFEES	.00	.00	.00	467.11	.00	.00	.0%
0012615	589115 PERM REF	.00	.00	.00	3,200.00	.00	.00	.0%
	TOTAL BUILDING INSPECTION	516,858.95	539,340.00	576,531.00	358,901.18	576,628.89	642,630.00	19.2%
	TOTAL GENERAL FUND	516,858.95	539,340.00	576,531.00	358,901.18	576,628.89	642,630.00	19.2%
	GRAND TOTAL	516,858.95	539,340.00	576,531.00	358,901.18	576,628.89	642,630.00	19.2%

** END OF REPORT - Generated by Sharon Chaika **

Building Department - 0012615

Account	Object	Description	Request
Regular Wages	514000	Salaries of Employees	539,975.00
Overtime Wages	515100	Overtime for ZEO, Building Inspectors.	15,395.00
Other Wages	517000	Vacation Buybacks	2,690.00
Repairs & Maint.	543000	Miscellaneous Repairs	150.00
Motor Vehicle Service	543100	Car washes and repairs with existing vehicles	2,515.00
Telephone	553000	Cell Phone & Office Long Distance	4,500.00
Postage	553100	Building Department Postage	1,100.00
Printing & Binding	555000	Printing of Building Dept. Inspection Forms & Business Cards	500.00
Advertising	557700	Advertising	100.00
Conf. & Membership	581120	This amount is for 2 employees required licenses, required memberships and school.	2,500.00
Program Supplies	561800	New code books required for change in code-August 2018	3,200.00
Motor Fuels	562600	Fuel for Vehicles	4,000.00
Tires, Tubes, Chains	563100	Tires required for two vehicles	1,200.00
Office Supplies	569000	Office Supplies	600.00
Capital Outlay	579999	Ford Escape and Viewpoint Building Software	61,705.00
Clothing/Uniforms		Work Clothing for Inspectors (21 Polo Shirts, 21 Work Pants, 7 Jackets, 7 Hats)	2,500.00
		Total	\$642,630

Proposal Information

Created Date 2/9/2018 Contract Start Date 5/1/2018
 Quote Number 201802-269 Contract End Date 4/30/2019

Municipal Information

Account Name City of Bristol Name Guy Morin
 Billing Address 111 N Main St Ste 17 Phone (860) 584-6220
 Bristol, Connecticut 06010-8184 Email guymorin@ci.bristol.ct.us
 United States

Investment Line Items

Product	Product Description	Product Code	Total Price
CRCOG VPC 3000-4000	Per the CRCOG agreement for up to 4000 applications per year CRCOG VPC 3000-4000 Records Annually • Unlimited Users • Support & Maintenance • All Hosting & Storage • All Updates & Upgrades	Annual Recurring	\$17,280.00
Master Address Table Annual Support	Integrate your Master Address Table into ViewPoint Cloud for a weekly import of all location information. This will replace the automated Google Maps Address Search. It will be the municipalities responsibility to provide ViewPoint with the file initially and ongoing for any updates. Requirements: Same as 1 time import, plus (at least) read-only any-time access to the MAT database which must contain the parcel properties latitude/longitude coordinates. If Geocoding is required additional costs will apply.	Annual Recurring	\$2,400.00
Implementation & Deployment Services	ViewPoint will train administrative staff and provide implementation services for your first department Hours allotted to this project for ViewPoint Cloud professional services consulting &/or services/setup assistance. Expert assistance from a ViewPoint consultant. Intended for 1-3 administrators, this program will take approximately 3 weeks, during which time you will gain an expert understanding of the software as you tailor the system to suit your community. Sample curriculum includes: • Defining citizen service goals • Developing an online permitting strategy • How to customize forms and workflows • Testing & Training best practices	One Time	\$16,250.00
Master Address Table One Time Import	Import all of your location information from your Master Address Table into ViewPointCloud. This will replace the automated Google Maps Address Search. Requirements: A clean master address table including all of the community's location information and must contain the parcel properties latitude/longitude coordinates, as well as at least 1 unique ID field. ViewPoint does not take responsibility for 'dirty' data. If Geocoding is required additional costs will apply.	One Time	\$2,000.00

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Total Investment from Items Above

Total Price \$37,930.00

Notes For the Building Department at this time

ViewPoint Contact

Capitol Region of Governments Contract Addendum 5

ADDENDUM made as of September 23, 2015 to a contract between the CAPITOL REGION COUNCIL OF GOVERNMENTS (CRCOG) and VIEWPOINT GOVERNMENT SOLUTIONS (the "CONTRACTOR"),

WHEREAS, the CRCOG has engaged the Contractor pursuant to a Contract dated as of November 4, 2009, to render certain professional services in connection with the CRCOG Regional Online Permitting System;

AND WHEREAS, the CRCOG and the Contractor mutually desire to amend the Contract as hereinafter provided;

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereto agree to the following:

CONTRACTOR will offer ViewPoint Cloud to Connecticut communities via CRCOG as Software-as-a-Service (SaaS) according to the following pricing schedule (billed annually and inclusive of the 1% CRCOG administrative fee):

	ViewPoint Cloud Licensing Cost	
ViewPoint Cloud Pricing tier / Population	Under 60k population	Over 60k population
Starter (up to 1,000 records annually)	\$480 / month	\$500 / month
Small (up to 4,000 records annually)	\$1,440 / month	\$1,500 / month
Medium (up to 9,000 records annually)	\$2,880 / month	\$3,000 / month
Large (up to 18,000 records annually)	\$4,800 / month	\$5,000 / month

Price increase: The above prices will increase by no more than 5% per fiscal year.

Volume discounts:

-Upon the signing of 15 total communities with ViewPoint Cloud, communities under the population of 60,000 will receive a discount of 5% off licensing costs upon signing or renewal of a ViewPoint Cloud contract.

-Upon the signing of 30 total communities with ViewPoint Cloud, communities under the population of 60,000 will receive an additional discount of 5% off licensing costs upon signing or renewal of a ViewPoint Cloud contract.

For current ViewPermit clients engaging in this contract, CONTRACTOR will offer a migration package for an all-inclusive price of \$5,000. This will cover migration of historical data, workflows (including project review settings & fee calculations) and inspection checklists from their existing ViewPermit installation to ViewPoint Cloud.

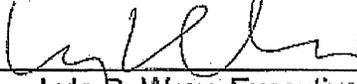
Pricing for additional services in ViewPoint Cloud will be at the list price offered by ViewPoint.

ViewPoint Cloud is a distinct piece of software from ViewPermit, ViewInspect and ViewNForce, with its own set of capabilities and functionalities. All communities opting to use ViewPoint Cloud agree to accept that there may be specific functionalities available in their current software which are not available, or are handled in a different manner in ViewPoint Cloud. All communities opting to use ViewPoint Cloud must agree to our ViewPoint Cloud terms of service, found at <http://viewpointcloud.com/terms-of-service/> and is incorporated herein as Exhibit F.

All other terms and conditions of the Contract not amended by this Addendum 5 shall remain in full force and effect.

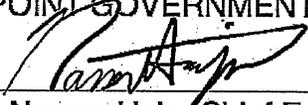
IN WITNESS WHEREOF, the parties hereto have executed this Addendum as of the day and year first above written.

CAPITOL REGION COUNCIL OF GOVERNMENTS

By: 
Lyle D. Wray, Executive Director

Date: 9/25/2015

VIEWPOINT GOVERNMENT SOLUTIONS

By: 
Nasser Hajo, Chief Executive Officer

Date: 9/25/2015

02/13/2018 13:35
 SharonChaika

CITY OF BRISTOL
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1
 bgnyrpts

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011027 DEPARTMENT OF AGING SERVICES							
0011027 432146 18G02 DEM RESP	.00	.00	-19,092.00	-38,183.34	-57,275.00	.00	.0%
0011027 450004 SR NON RES	-3,738.00	-3,000.00	-3,000.00	-3,480.00	-3,500.00	-3,000.00	.0%
0011027 450315 CTRRENTALS	-62,641.11	-61,000.00	-61,000.00	-60,271.89	-61,000.00	-66,300.00	8.7%
TOTAL DEPARTMENT OF AGING SE	-66,379.11	-64,000.00	-83,092.00	-101,935.23	-121,775.00	-69,300.00	8.3%
TOTAL GENERAL FUND	-66,379.11	-64,000.00	-83,092.00	-101,935.23	-121,775.00	-69,300.00	8.3%
GRAND TOTAL	-66,379.11	-64,000.00	-83,092.00	-101,935.23	-121,775.00	-69,300.00	8.3%

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011027	DEPARTMENT OF AGING SERVICES							
0011027	514000 REG WAGES	344,131.05	361,595.00	378,570.00	227,551.92	371,873.00	375,830.00	3.9%
0011027	515100 OVERTIME	16,061.91	16,140.00	16,594.00	6,788.66	18,141.00	18,995.00	17.7%
0011027	517000 OTHER WAGE	17,556.85	18,630.00	19,045.00	9,506.34	19,953.00	20,025.00	7.5%
0011027	541000 UTILITIES	97,776.82	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	.0%
0011027	541100 WATER SEWR	3,770.37	4,655.00	4,655.00	4,100.00	4,100.00	4,100.00	-11.9%
0011027	543000 REP & MAIN	6,972.13	7,000.00	7,000.00	3,538.51	7,000.00	7,000.00	.0%
0011027	553000 TELEPHONE	818.04	900.00	900.00	892.28	1,220.00	1,250.00	38.9%
0011027	553100 POSTAGE	1,091.45	1,200.00	1,200.00	1,190.72	1,200.00	1,300.00	8.3%
0011027	554000 TRAV REIMB	909.45	1,400.00	1,400.00	653.11	1,200.00	1,200.00	-14.3%
0011027	561400 MAINT SUPL	10,172.53	11,000.00	11,000.00	10,950.02	11,000.00	12,000.00	9.1%
0011027	561800 PROG SUPPL	5,945.21	6,000.00	6,000.00	4,666.76	6,000.00	6,000.00	.0%
0011027	562200 NATURALGAS	31,468.70	35,000.00	35,000.00	32,000.00	32,000.00	34,000.00	-2.9%
0011027	562300 GENTR FUEL	970.28	1,500.00	1,500.00	.00	1,000.00	1,500.00	.0%
0011027	569000 OFFIC SUPL	790.51	850.00	850.00	850.00	850.00	850.00	.0%
0011027	581120 CONF MEMB	545.00	500.00	500.00	470.00	500.00	500.00	.0%
0011027	585028 BCO-DIAL A	70,171.92	70,160.00	70,160.00	70,160.00	70,160.00	70,160.00	.0%
0011027	585028 18G02 BCO/ADM	.00	.00	19,092.00	57,275.00	57,276.00	.00	.0%
	TOTAL DEPARTMENT OF AGING SE	609,152.22	646,530.00	683,466.00	540,593.32	713,473.00	664,710.00	2.8%
	TOTAL GENERAL FUND	609,152.22	646,530.00	683,466.00	540,593.32	713,473.00	664,710.00	2.8%
	GRAND TOTAL	609,152.22	646,530.00	683,466.00	540,593.32	713,473.00	664,710.00	2.8%

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Aging- 0011027

Account	Object	Description
Regular Wages	514000	Reflects a full staff, all at their highest salary step
Overtime Wages	515100	Rentals, snow removal, floors, call ins, holiday, OT, Special Event OT. Increase is due to a new yearly weekend rental. Rental fees will offset the cost. Increase is also to begin the project of painting the Bristol Burlington Health District offices.
Other Wages	517000	Night Differentials, BSPA Bonus, Vacation buy back, Night differential on OT
Public Utilities	541000	Reflects electricity payments for the entire facility. Facility now has central air conditioning.
Water & Sewer	541100	Amount was decreased due to lower payments over the last two years
Repairs & Maint	543000	Covers needs including: waste removal, cleaning supplies, security, firehood inspection, generator inspection, uniforms, and general repairs as they arise
Telephone	553000	Increased to reflect current billing
Postage	553100	Increase to support reach out to 90 plus and Senior Volunteer Tax Program
Travel Reimbursement	554000	Amount was decreased due to lower payments over the last two years
Maint Supplies	561400	Amount was increased due to the amount of cleaning and paper supplies needed throughout the building. We go through quite a bit more paper product and cleaning supplies than anticipated with the entire building now in use. We are coating the new gym floor twice a year to build up a protective layer.
Program Supplies	561800	Reflects yearly program costs to include: comcast, ready refresh, Software maintenance fees, Bristol Press, Hartford Courant, Motion Picture license and special event and program supplies
Natural Gas	562200	Reflects our current heating costs. With the building in full use now for over a year, the costs have remained consistant with what we projected last year. Will keep the same amount for this year.
Generator Fuels	562300	Fuel for Generator as needed. Generated is tested bi-weekly throughout the year. Fuel is availaalbe if needed when power goes out.
Office Supplies	569000	Increased 0.5% per economic forecast
Conferences & Mbr	581120	Used to pay for membership for the Executive Director, Assistant Director, and Senior Coordinator to various associations, and to attend appropriate meetngs and seminars
BCO- Dial-A-Ride	585028	City's contribution to rides provided to Dr's, Senior Center, and groceries. Increased to include an additional day.

City of Bristol
Salary Worksheet- Other Wages-517000
FY 2018-2019

DEPARTMENT: Department of Aging

ORG CODE: 0011027-517000

Position	Description*	# of Hours of Other Wages	2017-2018 Budget	2017-2018 Projection	2018-2019 Request
Maint. Superv @ Straight Time	12% differential	1,955.0	6,315	6,647	6,647
Maint. Superv @ 1.5	ND on OT	149.5	725	783	
Maint. Superv @ 2	ND on DT	24.0	155	190	
Evening Cust/Maint @ ST	6% differential	1,955.0	2,045	2,522	2,522
Evening Cust/Maint @ 1.5	ND on OT	117.0	216	235	
Evening Cust/Maint @ 2	ND on DT	24.0		72	
Custodian @ Straight Time	6% differential	1,955.0	2,248	2,444	2,444
Custodian @ 1.5	ND on OT	117.0	202	227	
Custodian @ 2	ND on DT	24.0	55	70	
Maint. Superv @ 1.5	ND on OT	161.5	1,000		825
Maint. Superv @ 2	ND on DT	28.0	1,000		190
Evening Cust/Maint @ 1.5	ND on OT	129.0	1,186		250
Evening Cust/Maint @ 2	ND on DT	28.0	1,735		72
Custodian @ 1.5	ND on OT	129.0	1,008		242
Custodian @ 2	ND on DT	28.0	740		70
Assist. Director Bonus		1.0		1,000	1,000
Exec. Director Bonus		1.0		1,000	1,000
Vacation Buy Back	Assistant Director	1.0		1,187	1,187
Vacation Buy Back	Executive Director	1.0		1,735	1,735
Vacation Buy Back	Maintenance Supervisor	1.0		1,062	1,062
Vacation Buy Back	Principal Clerk	1.0		779	779
TOTALS			\$ 18,630	\$ 19,953	\$ 20,025

*Description options include BPSA bonus, shift differential, vacation buy-back and different code pay adjustments that occur throughout the fiscal year.

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011020	INFORMATION SYSTEMS							
0011020	514000 REG WAGES	487,120.61	494,255.00	508,895.00	304,286.59	503,585.00	503,585.00	1.9%
0011020	515100 OVERTIME	.00	250.00	250.00	.00	.00	250.00	.0%
0011020	517000 OTHER WAGE	4,115.63	4,740.00	4,772.00	2,031.24	4,740.00	4,740.00	.0%
0011020	531140 TRAINING	3,605.22	2,500.00	3,224.00	925.00	3,224.00	10,000.00	300.0%
0011020	543000 REP & MAIN	267,863.66	352,025.00	372,434.50	308,424.93	372,434.00	418,025.00	18.7%
0011020	543010 FIBER LINE	8,067.74	5,000.00	5,000.00	.00	5,000.00	5,000.00	.0%
0011020	543110 MAJREPAIRS	1,399.58	2,000.00	2,000.00	1,002.26	2,000.00	2,000.00	.0%
0011020	553000 TELEPHONE	10,527.96	14,160.00	14,160.00	10,206.52	14,160.00	14,160.00	.0%
0011020	553100 POSTAGE	5.01	50.00	50.00	.00	10.00	50.00	.0%
0011020	554000 TRAV REIMB	862.12	500.00	500.00	462.17	500.00	500.00	.0%
0011020	561800 PROG SUPPL	10,742.54	10,000.00	10,150.00	7,707.32	10,150.00	10,000.00	.0%
0011020	569000 OFFIC SUPL	72.02	250.00	250.00	250.00	250.00	250.00	.0%
0011020	570900 15008 ASSES SOFT	44,200.00	.00	.00	.00	.00	.00	.0%
0011020	579999 2019 EQUIP	.00	.00	.00	.00	.00	50,000.00	.0%
0011020	581120 CONF MEMB	630.00	2,500.00	6,070.00	1,809.51	6,070.00	4,950.00	98.0%
	TOTAL INFORMATION SYSTEMS	839,212.09	888,230.00	927,755.50	637,105.54	922,123.00	1,023,510.00	15.2%
	TOTAL GENERAL FUND	839,212.09	888,230.00	927,755.50	637,105.54	922,123.00	1,023,510.00	15.2%
	GRAND TOTAL	839,212.09	888,230.00	927,755.50	637,105.54	922,123.00	1,023,510.00	15.2%

** END OF REPORT - Generated by Sharon Chaika **

Information Systems 2018-2019 Proposed Budget

Object Code	Object Description	Qty			Requested Budget	17/18 Budget	% Change
514000	Regular Wages and Salaries				503,585.00	494,255.00	1.89
	MIS Manager (BPSA Level:12 Step:6 No Step Increase)			119,834.00			
	Senior Systems Analyst (BPSA Level:9 Step:6 No Step Increase)			90,484.00			
	Network Manager (BPSA Level:11 Step:6 No Step Increase)			109,421.00			
	Technical Support Specialist (233 Level:10 Step:3 No Step increase)			61,282.00			
	Technical Support Specialist (233 Level:10 Step:3 No Step increase)			61,282.00			
	Technical Support Specialist (233 Level:10 Step:3 No Step increase)			61,282.00			
515100	Overtime Wages and Salaries				250.00	250.00	0.00
	Overtime	1.00		250.00			
517000	Other Wages				4,740.00	4,740.00	0.00
	BPSA Bonus	3.00	1,000.00	3,000.00			
	Doreen Vacation Buyback	1.00	1,736.00	1,740.00			
531140	Training				10,000.00	2,500.00	300.00
543000	Repairs and Maintenance				418,025.00	352,025.00	18.75
	MUNIS Software Support (including TCM EE)	1.00	152,664.00				
	GUI Support for MUNIS	1.00	6,200.00				
	MUNIS Disaster Recovery	1.00	25,811.00				
	MUNIS Employee Self Service	1.00	7,500.00				
	Email Anti-Spam Support	1.00	6,000.00				
	Email Archiving	1.00	17,600.00				
	QDS Tax and Assessor Software Maintenance	1.00	35,000.00				
	Vision Assessor Software Support	1.00	15,450.00				
	Microfocus Annual Software Maintenance	1.00	40,000.00				
	Cisco AMP for Endpoints (replace Kaspersky)	1.00	12,000.00				
	Cisco Umbrella Security Software	1.00	15,000.00				
	Webex Annual Licensing	1.00	3,800.00				
	Website Annual Maintenance	1.00	7,500.00				
	Cisco Smartnet Renewal	1.00	30,000.00				
	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				
	Nitro Pro Annual Software Maintenance	1.00	4,000.00				
	Kronos	1.00	16,000.00				
	Kronos	1.00	10,000.00				

Operating Budget

Overview

The 2018-2019 budget proposal results in around a 6 percent increase, but that includes some new technology and some much needed security upgrades.

Salaries

The salaries account within the operating budget is made up of BPSA and Local 233 salaries. We were asked to enter these at current levels since contracts will be renegotiated.

Maintenance Contracts

As usual, the biggest increase over last year's budget is the Repairs and Maintenance Account. This increase is caused by the normal inflation of existing support contracts that increase every year. There is an increase in this line item due to the annual support for the MUNIS Tyler Content Manager software that is currently being implemented. There is also an increase due to the recently approved Email Archiving software and replacement of the controversial Kaspersky anti-virus. I have also included some new security software which is subscription based as well as some funds to repair/replace the Kronos clocks throughout the City.

Training

I have increased the Training budget to provide some security awareness training for employees as well as some additional training for my staff on some of these new technologies.

Conferences and Memberships

The last increase in this year's proposed budget has to do with conferences. We typically attend a couple of conferences a year and although this additional money is not earmarked for a certain conference, I would like to have the budgeted funds for me and/or my staff to attend relevant conferences with the appropriate approvals. We always try and find free workshops if available, but sometimes these conferences offer so much more in specific training. I believe this is important part of keeping your knowledge up to date in this ever-changing IT environment.

Conclusion

Although the increase in this budget proposal is a little high, it includes a few items that we really need. Some of them may not be critical, but we definitely need to increase our security of our network by bringing in some new software and providing security awareness training for all employees to help mitigate risk.

2018-2019 Budget Capital Outlay Justification

Fiber Switch

I am asking to replace our Fiber Optic switch and upgrade our backbone of our network to 10 Gigabytes. This switch is the headend of our fiber network and is located at City Hall. All 27 locations that have City-owned fiber connect to it and so it is critical to our infrastructure. We have been operating with this older switch now for about 12 years and it is well overdue for an upgrade. With that upgrade, I would like to also upgrade our backbone bandwidth to 10GB. This will provide the additional speed on the backend to run more bandwidth heavy applications such as video and provide a great backbone for our future wireless infrastructure.

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND			2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011014	ASSESSORS								
0011014	422003	LATEFILING	-1,685.00	-1,500.00	-1,500.00	-420.00	-1,255.00	-2,550.00	70.0%
0011014	432012	STATE PROP	.00	-57,420.00	-57,420.00	.00	.00	.00	-100.0%
0011014	432015	ELD FREEZE	-3,334.00	.00	.00	-2,000.00	-2,000.00	.00	.0%
0011014	432024	ELD CIR BR	-334,198.10	-350,000.00	-350,000.00	.00	.00	.00	-100.0%
0011014	432025	HOSPITALS	-392,185.00	-392,185.00	-392,185.00	-380,562.00	-380,562.00	-371,495.00	-5.3%
0011014	432027	DISABLED	-13,450.89	-10,000.00	-10,000.00	-12,664.34	-12,665.00	-12,900.00	29.0%
0011014	432064	VETERANS	-29,117.33	-20,000.00	-20,000.00	-26,923.08	-26,924.00	-25,000.00	25.0%
0011014	432077	ENTPR ZONE	-124,866.00	-100,000.00	-100,000.00	.00	.00	.00	-100.0%
0011014	450102	COPIER CHG	-1,504.50	-2,000.00	-2,000.00	-839.09	-1,500.00	-1,500.00	-25.0%
	TOTAL ASSESSORS		-900,340.82	-933,105.00	-933,105.00	-423,408.51	-424,906.00	-413,445.00	-55.7%
	TOTAL GENERAL FUND		-900,340.82	-933,105.00	-933,105.00	-423,408.51	-424,906.00	-413,445.00	-55.7%
	GRAND TOTAL		-900,340.82	-933,105.00	-933,105.00	-423,408.51	-424,906.00	-413,445.00	-55.7%

** END OF REPORT - Generated by Sharon Chaika **

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CITY OF BRISTOL
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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bgnyrpts

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE	
0011014	ASSESSORS								
0011014	514000	REG WAGES	356,608.54	371,925.00	379,925.00	223,683.20	369,976.00	380,135.00	2.2%
0011014	515100	OVERTIME	1,247.28	4,000.00	4,020.00	19.05	10,000.00	10,000.00	150.0%
0011014	517000	OTHER WAGE	1,816.00	1,820.00	1,843.00	22.85	4,220.00	4,300.00	136.3%
0011014	531000	PROF FEES	19,816.14	2,500.00	48,850.00	31,200.00	31,200.00	20,000.00	700.0%
0011014	553000	TELEPHONE	22.50	150.00	150.00	9.72	150.00	150.00	.0%
0011014	553100	POSTAGE	2,631.45	3,000.00	3,000.00	2,240.42	3,000.00	3,100.00	3.3%
0011014	554000	TRAV REIMB	2,903.56	3,500.00	3,500.00	1,724.15	3,500.00	3,700.00	5.7%
0011014	555000	PRINT/BIND	5,478.56	3,500.00	3,500.00	1,553.34	3,500.00	3,500.00	.0%
0011014	557700	ADVERTIS	23.00	150.00	150.00	.00	175.00	175.00	16.7%
0011014	561800	PROG SUPPL	624.99	1,750.00	1,750.00	1,383.81	1,750.00	1,750.00	.0%
0011014	569000	OFFIC SUPL	556.92	650.00	650.00	650.00	650.00	650.00	.0%
0011014	581100	DUES FEES	1,700.00	1,800.00	1,800.00	1,172.56	1,800.00	1,900.00	5.6%
0011014	581120	CONF MEMB	1,200.00	1,500.00	1,500.00	986.00	1,500.00	1,600.00	6.7%
0011014	581135	SCHOOLING	1,528.00	2,500.00	2,500.00	929.95	2,500.00	2,600.00	4.0%
	TOTAL ASSESSORS		396,156.94	398,745.00	453,138.00	265,575.05	433,921.00	433,560.00	8.7%
	TOTAL GENERAL FUND		396,156.94	398,745.00	453,138.00	265,575.05	433,921.00	433,560.00	8.7%
	GRAND TOTAL		396,156.94	398,745.00	453,138.00	265,575.05	433,921.00	433,560.00	8.7%

** END OF REPORT - Generated by Sharon Chaika **

Assessors- 0011014

Account	Object	Description
LATE FILING FEE-TX EXEMPT	422003	Assessment personnel granted Personal Property Manufacturing exemption extension filing fee.
STATE OWNED PROPERTY(PILOT)	432012	No State funding provision at this time. Historic reimbursement is approximately \$90,000.
TAX RELIEF:ELDERLY FREEZE	432015	Program sun set. All previous applicants are deceased.
TAX REL:ELD/DISAB HOMEOWNR	432024	No State funding provision at this time. Projected revenue loss is estimated to be approximately \$380,000.
PRIVATE HOSPITALS (PILOT)	432025	State statutory payment list to be generated. Bristol is slated to be included on this list at this time. Reported reimbursement funds are estimated by OPM as of 1/16/2018.
TAX RELIEF:TOTALLY DISABLED	432027	Reported funds are estimated at last year applicant list. Prorated State reimbursement is projected to be funded at 78% of the amount requested.
ADD'L TAX RELIEF:VETERANS	432064	Reported funds are projected by OPM to be reimbursed at 95% of the approved applicant list based on the filings accepted last year.
ENTERPRISE ZONE REIMB	432077	No State funding provision at this time. Projected exemption revenue loss is estimated to be approximately \$125,000.
COPIER CHARGES	450102	Projection decline estimated based on increased internet usage.
Regular Wages	514000	6 personnel; BPSA new contract initiation and new hire Personal Property Assessment Clerk grade adjustment and vacant position between employment.
Overtime	515100	Request for grand list processing and Board of Assessment Appeals associated with 2017 revaluation analysis.
Other Wages	517000	Contractual bonus, Deputy Assessor longevity BPSA (Grandfathered) and 3 employee vacation week buy back contract provision.
Professional Fees	531000	Tax Management Associates and Charles B. Feldman and Associates, annual audit measures.
Telephone	553000	Department telephone minimum expected billing
Postage	553100	Postage for mailings economic forcast uncertain
Travel Reimbursement	554000	Assessment staff field work and conference attendance personal vehicle usage
Printing & Binding	555000	Grand lists, personal property and income and expense notices.
Advertising	557700	Observer or Bristol Press legal notice postings
Program Supplies	561800	Economic forecast adjustment.
Office Supplies	569000	Economic forecast adjustment.
Dues & Fees	581100	Appraisal Institute, C.A.A.O., Hartford Area Assessors, I.A.A.O., and CT Appraiser
Conference & Membership	581120	CT MLS increased fee and annual association conferences and workshops
Schooling & Education	581135	Maintains continuing education requirements for associations and State of CT appraiser and CCMA designations.

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|CITY OF BRISTOL
|NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011015 BOARD OF ASSESSMENT APPEALS							
0011015 515100 OVERTIME	1,147.55	7,000.00	7,027.00	454.62	7,027.00	10,000.00	42.9%
0011015 515200 PARTTIME	3,756.00	6,450.00	6,450.00	.00	6,450.00	6,450.00	.0%
0011015 553100 POSTAGE	32.42	1,000.00	1,000.00	7.11	1,000.00	1,000.00	.0%
0011015 557700 ADVERTIS	142.00	175.00	175.00	62.00	175.00	175.00	.0%
0011015 569000 OFFIC SUPL	149.94	2,000.00	2,000.00	100.00	2,000.00	2,000.00	.0%
TOTAL BOARD OF ASSESSMENT AP	5,227.91	16,625.00	16,652.00	623.73	16,652.00	19,625.00	18.0%
TOTAL GENERAL FUND	5,227.91	16,625.00	16,652.00	623.73	16,652.00	19,625.00	18.0%
GRAND TOTAL	5,227.91	16,625.00	16,652.00	623.73	16,652.00	19,625.00	18.0%

** END OF REPORT - Generated by Sharon Chaika **

Board of Assessment Appeals- 0011015

Account	Object	Description
Overtime	515100	Assessment staff processing appellant appeals potential high volume related to the 2017 revaluation.
Part time	515200	Anticipated two Board members addition for March 2018 high volume 2017 revaluation appeals.
Postage	553100	Anticipating high volume 2017 revaluation appeals
Advertising	557700	
Office Supplies	569000	Anticipated envelopes purchase BAA mail communication.

CITY OF BRISTOL 2018-2019 BUDGET PROPOSAL
Bristol Development Authority

BDA	City Share 1044101	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	ACTUAL 2018 YTD	2018 PROJECTION	2019 REQUEST	AMT CHANGE	PCT CHANGE	
1044101	514000 CDBG	REGULAR WAGES & SALARIES	276,719.77	350,470	350,470	207,605.51	351,783	362,490	12,023	3.4%
1044101	515100 CDBG	OVERTIME WAGES & SALARIES	649.84	1,000	1,000	411.36	1,000	1,000	0	0.0%
1044101	520100 CDBG	LIFE INSURANCE	323.40	385	385	193.20	387	390	5	0.1%
1044101	520500 CDBG	DISABILITY INSURANCE	89.25	120	120	52.50	105	120	0	0.0%
1044101	520700 CDBG	F.I.C.A.	16,816.72	21,730	21,730	12,417.53	21,810	22,475	757	3.4%
1044101	520750 CDBG	MEDICARE INSURANCE	3,933.07	5,085	5,085	2,904.17	5,101	5,260	175	3.4%
1044101	520905 CDBG	GENERAL RETIREMENT-CITY	1,592.00	14,330	14,330	13,342.00	13,342	23,335	9,005	62.8%
1044101	531000 CDBG	PROFESSIONAL FEES & SERVICES	1,380.00	1,500	1,500	5,386.50	1,500	1,500	0	0.0%
1044101	553000 CDBG	TELEPHONE	21.88	150	150	5.08	150	150	0	0.0%
1044101	553100 CDBG	POSTAGE	1,524.21	1,000	1,000	273.07	1,000	1,000	0	0.0%
1044101	554000 CDBG	TRAVEL REIMBURSEMENT	1,233.47	3,000	3,000	847.86	3,000	3,000	0	0.0%
1044101	555000 CDBG	PRINTING & BINDING	7,065.46	7,455	7,844	3,084.29	7,455	7,455	0	0.0%
1044101	557700 CDBG	ADVERTISING & MARKETING	19,962.41	30,000	30,699	14,852.95	30,000	30,000	0	0.0%
1044101	561800 CDBG	PROGRAM SUPPLIES	1,197.63	1,500	1,500	349.99	1,500	1,500	0	0.0%
1044101	569000 CDBG	OFFICE SUPPLIES	1,859.99	1,600	1,600	1,046.40	1,600	1,600	0	0.0%
1044101	581120 CDBG	CONFERENCES & MEMBERSHIPS	6,099.83	6,000	6,000	5,728.62	6,000	6,000	0	0.0%
1044101	581260 CDBG	MISCELLANEOUS PROMOTIONS	496.48	1,000	1,503	1,261.95	1,505	1,000	0	0.0%
1044101	581270 CDBG	TRADE SHOWS	1,933.73	3,200	3,200	1,560.97	3,200	3,200	0	0.0%
1044101	587467 CDBG	DOWNTOWN REVITAL. ACTIVITY	6,851.03	10,000	15,269	5,461.57	10,000	10,000	0	0.0%
1044101	591500 CDBG	CITY HEALTH INSURANCE	60,853.05	85,850	85,850	39,297.84	79,180	84,915	0	0.0%
TOTAL			410,603.22	545,375	552,235	316,083.36	539,618	566,390	21,965	4.0%

Bristol Development Authority City Share		1044101 BACK-UP WORKSHEET	
Account	Object	Description	Request
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%)	362,490
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
LIFE INSURANCE	520100	Life Insurance premiums	390
DISABILITY INSURANCE	520500	Disability Insurance premiums	120
FICA	520700	F.I.C.A. payroll deduction at .062	22,475
MEDICARE INSURANCE	520750	Medicare payroll deduction at .0145%	5,260
GENERAL RETIREMENT	520905	General Retirement - City contribution to pension fund	23,335
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	84,915
			\$566,390

City of Bristol
Salary Worksheet- Regular Wages- 514000
FY 2018-2019

DEPARTMENT: **Bristol Development Authority**

ORG CODE: **1044101, City Share**

1.10.18

Union	Grade/Step	Anniversary Date	Position	2017-2018 Budget	2017-2018 Projection	2018-2019 Request	
BPSA		12/26/2007	Executive Director	103,825	103,851	\$ 107,233	98%
	11-5	7/1/17-12/29/17	\$101,871/26.1428 (\$51,240)				City
	11-6	1/4/18-6/30/18	\$109,421/26 (\$54,730)				
			\$ 105,970				
	11-6	7/1/18-6/30/19	\$109,421				
BPSA		12/29/2016	Econ. Dev. Specialist	62,698	62,698	65,421	100%
	7-2	7/1/17-1/4/18	\$61,057/26.1428 (\$30,718)				City
	7-3	1/11/18-6/30/18	63,930/26 (\$31,980)				
	7-3	7/1/18-1/3/19	\$ 31,827				
	7-4	1/10/19-6/30/19	\$ 33,594				
BPSA		12/29/2016	Marketing & PR Spec.	74,826	74,826	74,826	100%
		7/1/17-6/30/18	74,826				City
		7/1/18-6/30/19	74,826				
BPSA		10/7/2013	Grants Administrator	68,873	68,937	\$ 73,243	100%
	7-4	7/1/17-10/26/17	\$66,793/17 (\$21,845)				City
	7-5	11/3/17-6/30/18	\$69,664/35.1428 (\$47,092)				
			\$68,873				
	7-5	7/1/18-10/25/18	69,664x17=\$22,878				
	7-6	11/1/18-6/30/19	74,826x35=\$50,365				
			\$73,351				
BPSA		5/22/2006	Community Dev. Coord.	7,483	7,483	\$ 7,483	10%
	7-6	7/1/17-6/30/18	\$74,826				City
		7/1/18-6/30/19	\$74,826				
233		11/7/2011	Administrative Assistant	31,912	33,133	33,628	75%
	6-3	7/1/17-8/7/17	\$21.42 (803.25x5.1428=4,131)				City
	6-3	8/8/17-6/30/18	22.93 (859.88 x47=\$40,046)				
			\$44,177				
	6-3	7/1/18-6/30/19	22.93 (859.88x52.1428 = 44,837)				
233		5/12/2014	Housing Rehabilitation & Project Specialist	622	629	656	1%
	11-1	7/1/17-10/31/17	30.09 (1,129x17.1428)				City
	11-2	11/1/17-4/30/18	32.96 (1,236x26)				
	11-3	5/1/18-6/30/18	33.55 (1,259x9)				
	11-3	7/1/18-6/30/19	33.55 (1,259x52.1428)				
TOTALS				\$ 350,239	\$ 351,557	\$ 362,490	

CITY OF BRISTOL 2018-2019 BUDGET PROPOSAL
 Bristol Development Authority

2.13.18

BDA	CDBG Rehabilitation Programs 1044102	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	ACTUAL 2018 YTD	2018 PROJECTION	2019 REQUEST	AMT CHANGE	PCT CHANGE
1044102 514000	CDBG REGULAR WAGES & SALARIES	\$ 44,319.32	\$ 72,895	\$ 72,895	\$ 37,706.45	73,590	\$ 76,175	\$ 3,277	4.4%
1044102 515100	CDBG OVERTIME WAGES & SALARIES	\$ 243.98	1000	1000	794.98	1,000	1,000	0	0.0%
1044102 520100	CDBG LIFE INSURANCE	\$ 33.60	65	65	25.20	50	65	0	0.0%
1044102 520500	CDBG DISABILITY INSURANCE	\$ 14.00	30	30	10.50	25	30	0	0.0%
1044102 520700	CDBG F.I.C.A.	\$ 2,681.28	4520	4,520	2,286.03	4,563	4,725	203	4.4%
1044102 520750	CDBG MEDICARE INSURANCE	\$ 626.98	1060	1060	534.63	1,068	1,105	45	4.2%
1044012 531000	CDBG PROFESSIONAL FEES	\$ 705.00	2000	2,000	1000.00	2,000	2,000	0	0.0%
1044102 554000	CDBG TRAVEL REIMBURSEMENT	\$ 462.18	1,000	1,000	328.05	1,000	1,000	0	0.0%
1044102 561800	CDBG PROGRAM SUPPLIES	\$ 475.67	1,000	1,000	0	1,000	1,000	0	0.0%
1044102 587100	CDBG RE REHAB	162,846	200,000	134,000	84,849	150,000	200,000	-	0.0%
1044102 587105	CDBG RH MULTI	28,978	50,000	50,000	18,079	50,000	50,000	-	0.0%
1044102 591500	CDBG CITY HEALTH INSURANCE	\$ 12,808.43	21,190	21,190	9,176.56	18,555	21,360	0	0.0%
TOTAL		\$ 254,195	\$ 354,760	\$ 288,760	\$ 154,790	\$ 302,851	\$ 358,460	\$ 3,525	0.9%

CITY OF BRISTOL, 2018-2019 BUDGET PROPOSAL
Bristol Development Authority

1.10.18

Bristol Development Authority - CDBG Housing Rehabilitation program Support Staff		1044102 BACK-UP WORKSHEET	
Account	Object	Description	Request
REGULAR WAGES & SALARIES	514000	Employee Salaries - Housing Rehabilitation and Project Specialist (99%); Community Development Coordinator 15%	\$ 76,175
OVERTIME WAGES & SALARIES	515100	Housing Rehabilitation and Project Specialist, as needed.	\$ 1,000
OTHER WAGES	517000	None apply	\$ -
LIFE INSURANCE	520100	Life Insurance premiums	\$ 65
DISABILITY INSURANCE	520500	Disability Insurance premiums	\$ 30
FICA	520700	F.I.C.A. payroll deduction at .062	\$ 4,725
MEDICARE INSURANCE	520750	Medicare payroll deduction at .0145%	\$ 1,105
PROFESSIONAL FEES & SERVICES	531000	City Clerk fees to file Grant Agreements and Releases	\$ 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	Corrected to Program Supplies	\$ -
RESIDENTIAL REHAB	587100		\$ 200,000
MULTI REHAB	587105		\$ 50,000
CITY HEALTH INSURANCE	591500	Per premium amounts provided by Comptroller's Office	\$ 21,360
			\$ 358,460

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

City of Bristol
Salary Worksheet- Regular Wages- 514000
FY 2018-2019

DEPARTMENT: Bristol Development Authority

ORG CC ORG CODE: 1044102, CDBG Rehab

1.10.18

Union	Grade / Step	Anniversary Date	Position	2017-2018 Budget	2017-2018 Projection	2018-2019 Request
233		5/12/2014	Housing Rehabilitation and Project Specialist	61,636	62,194	64,947
			7/1/17-6/30/18 \$62,822			
			7/1/18-6/30/19 65,603			
BPSA		5/22/2006	Community Development Coordinator	11,255	11,255	11,228
	7-6	7/1/17-6/30/18	\$74,826			
		7/1/18-6/30/19	\$74,826			
TOTALS				\$ 72,891	\$ 73,449	\$ 76,175

99% CDBG

15%

98

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 2018-2019 BUDGET PROPOSAL
 Bristol Development Authority

BDA	CDBG Planning and Administration 1044103	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	ACTUAL 2018 YTD	2018 PROJECTION	2019 REQUEST	AMT CHANGE	PCT CHANGE	
1044103	514000 CDBG	REGULAR WAGES & SALARIES	\$ 77,959.55	\$ 69,035	\$ 69,035	\$ 47,631.06	\$ 69,441	\$ 69,520	\$ 485	0.7%
1044103	515100 CDBG	OVERTIME	\$ 27.74	500	500	0.77	500	500	\$ -	0.0%
1044103	520100 CDBG	LIFE INSURANCE	\$ 84.00	80	80	42.00	84	85	\$ 5	6.0%
1044103	520500 CDBG	DISABILITY INSURANCE	\$ 21.00	25	25	10.50	21	25	\$ -	0.0%
1044103	520700 CDBG	F.I.C.A.	\$ 4,754.17	4,280	4,280	2,902.10	4,306	4,315	\$ 35	0.7%
1044103	520750 CDBG	MEDICARE INSURANCE	\$ 1,111.74	1,005	1,005	678.63	1,007	1,010	\$ 5	0.4%
1044103	531000 CDBG	PROFESSIONAL FEES & SERVICES	\$ -	5,000	5,000	0	5,000	14,000	\$ 9,000	180.0%
1044103	553100 CDBG	POSTAGE	\$ 301.75	400	400	241.93	400	400	\$ -	0.0%
1044103	554000 CDBG	TRAVEL REIMBURSEMENT	\$ 147.29	895	895	78.99	895	1000	\$ 105	0.0%
1044103	555000 CDBG	PRINTING & BINDING	\$ 29.00	600	600	194.00	600	600	\$ -	0.0%
1044103	557700 CDBG	ADVERTISING	\$ 2,150.18	3,500	3,500	420.43	3,500	3,500	\$ -	0.0%
1044103	561800 CDBG	PROGRAM SUPPLIES	\$ -	1,160	1,160	737.35	1,160	1,160	\$ -	0.0%
1044103	569000 CDBG	OFFICE SUPPLIES	\$ 495.37	1,410	1,410	750.00	1,410	1,410	\$ -	0.0%
1044103	581120 CDBG	CONFERENCES & MEMBERSHIPS	\$ 381.87	2,000	2,000	130.74	1,000	2,000	\$ -	0.0%
1044103	587902 CDBG	FAIR HOUSING/PLANNING	\$ 2,567.50	3,000	3,000	1500.00	3,000	3,000	\$ -	0.0%
1044103	591500 CDBG	CITY HEALTH INSURANCE	\$ 8,612.30	9,620	9,620	4,132.43	8,323	9,640	\$ 20	0.0%
TOTAL			\$ 98,643.46	\$ 102,510	\$ 102,510	\$ 59,450.93	\$ 100,647	\$ 112,165	\$ 9,655	9.2%

NOTE Budgeted dollars unspent are re-programmed to other CDBG activities.

CITY OF BRISTOL, 2018-2019 BUDGET PROPOSAL
 Bristol Development Authority

1.10.18

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%)	\$ 69,520
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	\$ 85
DISABILITY INSURANCE	520500	Disability Insurance premiums	\$ 25
FICA	520700	F.I.C.A. payroll deduction at .062	\$ 4,315
MEDICARE	520750	Medicare payroll deduction at .0145%	\$ 1,010
PROFESSIONAL FEES & SERVICES	531000	Includes consultants for mapping, Census data, federally mandated reports; training new Community Development Coordinator	\$ 14,000
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	\$ 1,000
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	\$ 9,640
			\$ 112,165

City of Bristol
Salary Worksheet- FICA and Medicare
FY 2018-2019

DEPARTMENT: Bristol Development Authority

ORG CODE: F.I.C.A. 520700

0.062

MEDICARE 520750

0.0145 1.30.18

City Share/ HUD	Org Code	Total Rate	Position	Allocated Rate	FICA: .062	MED: .0145
.98	4101	\$109,421	Executive Director	\$ 107,233	6,648	1,555
.02	4103			\$ 2,189	136	32
1	4101	\$65,421	Econ.Dev.Specialist	\$ 65,421	4,056	949
1	4101	\$74,826	Marketing & PR Specialist	\$ 74,826	4,652	1,087
1	4101	\$73,243	Grants Administrator	\$ 73,243	4,541	1,062
.75	4101	\$44,837	Administrative Assistant	\$ 33,628	2,085	488
.25	4103			\$ 11,210	695	163
.10	4101	\$74,826	Community Development	\$ 7,483	464	109
.15	4102		Coordinator	\$ 11,224	696	163
.75	4103			\$ 56,120	3,479	814
.01	4101	\$65,603	Housing Rehab & Projects	\$ 657	41	10
.99	4102		Specialist	\$ 64,947	4,027	942
TOTALS				\$ 31,520	\$ 7,371	

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	FICA	MEDI
4101	22,487	5,260
4102	4,723	1,105
4103	4,310	1,009
TOTALS	31,520	7,374

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CITY OF BRISTOL
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011031 YOUTH SERVICES							
0011031 432026 YTH BUREAU	-40,816.00	-40,815.00	-40,815.00	-19,666.00	-39,332.00	-39,335.00	-3.6%
0011031 432147 ENHAN SERV	-7,550.00	.00	.00	-3,502.00	-7,004.00	.00	.0%
0011031 432150 JUV DIVERS	-35,663.00	.00	-30,000.00	-22,500.00	-30,000.00	.00	.0%
TOTAL YOUTH SERVICES	-84,029.00	-40,815.00	-70,815.00	-45,668.00	-76,336.00	-39,335.00	-3.6%
TOTAL GENERAL FUND	-84,029.00	-40,815.00	-70,815.00	-45,668.00	-76,336.00	-39,335.00	-3.6%
GRAND TOTAL	-84,029.00	-40,815.00	-70,815.00	-45,668.00	-76,336.00	-39,335.00	-3.6%

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CITY OF BRISTOL
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011031 YOUTH SERVICES							
0011031 514000 REG WAGES	246,374.61	254,690.00	259,812.00	154,274.08	274,135.00	309,525.00	21.5%
0011031 515100 OVERTIME	1,499.91	1,650.00	1,681.00	1,513.70	2,062.00	2,010.00	21.8%
0011031 515200 PARTTIME	20,584.04	22,505.00	24,460.00	12,479.94	19,471.00	3,585.00	-84.1%
0011031 517000 OTHER WAGE	4,342.95	2,695.00	2,695.00	2,735.40	2,736.00	2,740.00	1.7%
0011031 531000 PROF FEES	56,384.00	60,000.00	60,676.00	33,605.00	60,676.00	59,100.00	-1.5%
0011031 531115 JRB COORD	6,243.83	7,055.00	7,055.00	5,000.00	7,055.00	7,060.00	.1%
0011031 531120 PROJ AWARE	39,146.98	41,000.00	41,125.00	12,012.00	41,125.00	41,125.00	.3%
0011031 531125 JUV DIVERS	35,663.00	.00	30,000.00	15,330.00	30,000.00	.00	.0%
0011031 531135 ENHAN SERV	7,550.00	.00	.00	.00	7,004.00	.00	.0%
0011031 541000 UTILITIES	8,337.67	8,770.00	8,770.00	8,640.00	8,770.00	8,770.00	.0%
0011031 541100 WATER SEWR	525.59	480.00	734.41	480.00	735.00	480.00	.0%
0011031 543000 REP & MAIN	655.00	725.00	725.00	753.00	755.00	835.00	15.2%
0011031 543100 MV SERVICE	952.80	1,350.00	1,350.00	100.00	1,350.00	1,275.00	-5.6%
0011031 553000 TELEPHONE	1,470.98	1,440.00	1,440.00	1,369.34	1,545.00	1,545.00	7.3%
0011031 553100 POSTAGE	200.26	300.00	300.00	97.88	250.00	250.00	-16.7%
0011031 554000 TRAV REIMB	391.63	500.00	500.00	78.96	500.00	660.00	32.0%
0011031 555000 PRINT/BIND	46.00	350.00	350.00	.00	350.00	330.00	-5.7%
0011031 561400 MAINT SUPL	83.96	250.00	250.00	200.00	250.00	250.00	.0%
0011031 561800 PROG SUPPL	548.62	750.00	750.00	600.00	750.00	750.00	.0%
0011031 562100 HEATINGOIL	5,346.11	5,850.00	6,399.64	4,800.00	6,400.00	6,400.00	9.4%
0011031 562600 MOT FUELS	831.41	1,150.00	1,150.00	456.93	1,000.00	1,000.00	-13.0%

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CITY OF BRISTOL
 NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0011031 569000 OFFIC SUPL	891.12	1,225.00	1,225.00	817.00	1,225.00	1,225.00	.0%
0011031 581120 CONF MEMB	522.50	525.00	525.00	525.00	525.00	575.00	9.5%
0011031 581135 SCHOOLING	770.98	760.00	760.00	239.75	760.00	900.00	18.4%
TOTAL YOUTH SERVICES	439,363.95	414,020.00	452,733.05	256,107.98	469,429.00	450,390.00	8.8%
TOTAL GENERAL FUND	439,363.95	414,020.00	452,733.05	256,107.98	469,429.00	450,390.00	8.8%
GRAND TOTAL	439,363.95	414,020.00	452,733.05	256,107.98	469,429.00	450,390.00	8.8%

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Youth Services - 0011031

Account	Object	Description
REGULAR WAGES	514000	5 Full time positions. Increase of 1/2 position to full time; elimination 1 position replaced by 1 position at a higher code commensurate with training and experience. Rates determined by bargaining unit contracts.
OVERTIME	515100	Asst. to the Director by contract works a minimum of 2 hours overtime per month as recording secretary to the Youth Commission. In addition, s/he assists the Commission with special events and must seasonally work overtime to meet deadlines for grant reporting. 30 hrs. x \$26.18 x 1.5 = \$1,178 Director: Overtime needed to respond to crisis situations, supervise staff to evaluate projects, and process grant and produce budget reports. 18 hrs. x \$46.27 = \$833
PARTTIME WAGES & SALARIES	515200	Change due to bargaining unit contract step decrease for new hire and increase in minimum wage. <u>Programs & Admin. Asst.:</u> moved to Regular Wages <u>Part time Group Workers/Seasonal Programs:</u> \$1,980 <i>1 staff x 4 hrs. x 3 wks. x \$16.50 ~ 198</i> <i>2 staff x 4 hrs. x 6 wks. x \$16.50 ~ \$792</i> <i>4 staff x 2.5 hrs.(avg.) x 6 wks. x \$16.50 ~ \$990</i> <u>Intern:</u> 70 hrs. @ \$10.10 = \$704 <u>Coord.:</u> 45 hrs. x \$20.00 = \$900 <u>Rec./Cultural</u>
OTHER WAGES	517000	Longevity bonus, contractual = \$1,000 buy-back: \$1,736 Vacation

Youth Services - 0011031

Account	Object	Description
PROFESSIONAL FEES & SERVICES	531000	<p>Requesting level funding to meet the demand for services. \$900 is transferred to Part time Salaries for the Summer Cultural Rec. Coord.</p> <p>INDIVIDUAL, GROUP & 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 & 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 & GRANT COORD/EVALUATION & 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 & 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: \$3,700</p> <p><i>Youth Services requests to maintain the current service level</i></p>
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 ~48 wks. x \$21.00 = \$7,056</p>

Youth Services - 0011031

Account	Object	Description
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.
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) .
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 pending letter of award.
PUBLIC UTILITIES	541000	CL&P (electricity): Request is based on past actual usage, increase of kwh and economic forecast.
WATER & SEWER CHARGES	541100	Water & Sewer: \$95 x 4 quarters = \$380
REPAIRS & MAINTENANCE	543000	Fire safety, security and alarm inspection: AA Security System (\$285 yearly maint.); Southern NE Fire Protection (\$75) Simplex Grinnell TYCO (\$475).
MOTOR VEHICLE SERVICE & REPAIR	543100	Oil Changes including filter, other fluid fill up and cleaning for 3 vehicles. (\$150 x 3 vans = \$450). Purchase of tires, miscellaneous parts, brakes, rotors and other services as needed (\$275 x 3 = \$825).
TELEPHONE	553000	Frontier: \$10 mo. x 12 months = \$120; Caller Id.: est. \$300 ATT: \$187 mo. x 12 months x 50% ~ \$1,122
POSTAGE	553100	Based on current year expenses and factoring the postage rate as indicated by economic forecast. Heavy volume mailing during 3rd & 4th quarters.
TRAVEL REIMBURSEMENT	554000	Mileage reimbursement for (3) staff travel an average of 35 miles per 11.5 mos. reimbursed at a rate of \$.545/mile
PRINTING & BINDING	555000	Business Cards: 3 boxes x \$42 = \$126; Commemorative Program Booklet or Brochures = \$200
MAINT SUPPLIES & MATERIALS	561400	Estimate for annual cost of cleaning products, paper goods and maintenance supplies and carpet cleaning.

Youth Services - 0011031

Account	Object	Description
PROGRAM SUPPLIES	561800	Easel paper, markers, certificates, props for activities, journals, electronic devices, therapeutic crafts and educational materials and supplies. Request for level funding.
HEATING OIL	562100	Based on a year's usage and the economic forecast. Estimate ~ 3,232 gal. x \$1.98 = \$6,400
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.
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
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.
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.

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
0014012 COMMUNITY SERVICES							
0014012 514000 REG WAGES	45,560.90	45,895.00	49,742.00	30,024.18	48,360.00	48,360.00	5.4%
0014012 515100 OVERTIME	270.63	680.00	680.00	43.09	680.00	650.00	-4.4%
0014012 531000 PROF FEES	600.00	520.00	520.00	270.00	520.00	560.00	7.7%
0014012 543000 REP & MAIN	1,050.00	2,040.00	2,040.00	2,040.00	2,040.00	2,040.00	.0%
0014012 553000 TELEPHONE	414.54	540.00	540.00	540.00	540.00	565.00	4.6%
0014012 553100 POSTAGE	87.59	240.00	240.00	63.51	240.00	240.00	.0%
0014012 554000 TRAV REIMB	248.13	315.00	315.00	163.40	315.00	320.00	1.6%
0014012 561400 MAINT SUPL	80.00	80.00	80.00	.00	80.00	80.00	.0%
0014012 569000 OFFIC SUPL	399.97	400.00	400.00	200.00	400.00	400.00	.0%
0014012 581120 CONF MEMB	335.00	360.00	360.00	280.00	360.00	360.00	.0%
0014012 581240 EVIC AUC	6,621.39	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	.0%
0014012 581745 INCIDENTAL	1,995.33	2,000.00	2,000.00	650.72	2,000.00	2,000.00	.0%
0014012 587232 RELOCATION	28,181.88	42,000.00	42,000.00	35,483.02	42,000.00	42,000.00	.0%
TOTAL COMMUNITY SERVICES	85,845.36	103,070.00	106,917.00	77,757.92	105,535.00	105,575.00	2.4%
TOTAL GENERAL FUND	85,845.36	103,070.00	106,917.00	77,757.92	105,535.00	105,575.00	2.4%
GRAND TOTAL	85,845.36	103,070.00	106,917.00	77,757.92	105,535.00	105,575.00	2.4%

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Community Services		
Account	Object	Description
REGULAR WAGES	514000	Salary for one full time position, 233 Code 7/ Step 3 \$24.73 x 37.5 x 52.1428 = \$48,356.) October 10 anniversary date)
OVERTIME WAGES & SALARIES	515100	Time to facilitate relocation activities in a timely manner to respond to tenants who have lost their housing due to an immediate condemnation or a condemnation involving several units. Also, to supervise eviction related activities which requires staff to be present at the storage facility when tenants are moving their property and time is of the essence. The Coordinator also assists with Fair Housing related activities which may require meeting or training with landlords and tenants after business hours. Time allotted for supervision of urgent matters, budgeting and training. (6 occurrences @ \$24.73 x .5 hr. @ reg OT = \$74.19 plus 8 hrs @1.5 OT = \$296.76) + (5 hrs. @ BPSA @ \$46.27 = \$277.62)
PROFESSIONAL FEES & SERVICES	531000	Consultation and training: Fair Housing, code enforcement, psychiatric disorders (hoarding) or relocation related issues (\$200.00). Contractual fee for monitoring eviction pickup of personal property. 8 occurrences @ \$45.00 per occasion totaling \$360.00
REPAIRS & MAINTENANCE	543000	Pest control at storage facilities. City facility and private storage facility: 24 treatments x \$85.00 = \$2,040.00
TELEPHONE	553000	Twelve months cell phone bill x \$47.00 = \$564.00
POSTAGE	553100	Postage costs have been averaging \$20.00 monthly = appx \$240.00 annual.
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 \$.545 = \$320.46
MAINT SUPPLIES & MATERIALS	561400	Level funding. Cleanse, sanitize and disinfect chairs, tables, and environment post consumer appointments.
OFFICE SUPPLIES	569000	Level funding. Office supplies required in order to conduct business.
CONFERENCES & MEMBERSHIPS	581120	Connecticut Local Administrators of Social Services (C.L.A.S.S.) membership dues (\$280.00), plus 2018 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
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. \$5,952.00 Plus an additional unit for relocation property @ \$297 x 6 mos. \$1,782.00 totaling \$7,735.00
NONREIMBURSABLE INCIDENTALS	581745	Emergency assistance with basic needs and items to assist residents with employability.

Account	Object	Description
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.

PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

PINE LAKE CHALLENGE COURSE FND	2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
1321032 PINE LAKE CHALLENGE COURSE							
1321032 422004 CHALLENGE	-116,147.30	-152,800.00	-152,800.00	-28,192.00	-139,810.00	-165,300.00	8.2%
1321032 460000 INT INCOME	-164.40	-140.00	-140.00	-82.48	-145.00	-150.00	7.1%
TOTAL PINE LAKE CHALLENGE CO	-116,311.70	-152,940.00	-152,940.00	-28,274.48	-139,955.00	-165,450.00	8.2%
TOTAL PINE LAKE CHALLENGE CO	-116,311.70	-152,940.00	-152,940.00	-28,274.48	-139,955.00	-165,450.00	8.2%
GRAND TOTAL	-116,311.70	-152,940.00	-152,940.00	-28,274.48	-139,955.00	-165,450.00	8.2%

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PROJECTION: 21901 2018-2019 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

PINE LAKE CHALLENGE COURSE FND			2017 ACTUAL	2018 ORIG BUD	2018 REVISED BUD	2018 ACTUAL	2018 PROJECTION	2019 REQUEST	PCT CHANGE
1321032	PINE LAKE CHALLENGE COURSE								
1321032	515100 OVERTIME		112.86	.00	.00	525.48	545.00	465.00	.0%
1321032	515300 SEASONAL		94,613.01	126,500.00	126,500.00	32,474.70	116,800.00	132,950.00	5.1%
1321032	531000 PROF FEES		4,505.00	13,250.00	13,250.00	3,200.40	7,500.00	20,000.00	50.9%
1321032	543200 EQUIP MAIN		3,510.48	4,640.00	4,640.00	1,500.00	4,640.00	4,000.00	-13.8%
1321032	553000 TELEPHONE		358.32	580.00	580.00	580.00	580.00	580.00	.0%
1321032	553100 POSTAGE		125.60	250.00	250.00	35.03	250.00	250.00	.0%
1321032	555000 PRINT/BIND		.00	500.00	500.00	.00	500.00	500.00	.0%
1321032	561400 MAINT SUPL		424.22	1,500.00	1,500.00	641.54	1,500.00	1,250.00	-16.7%
1321032	561800 PROG SUPPL		3,526.50	4,265.00	4,265.00	2,471.22	4,265.00	4,000.00	-6.2%
1321032	569000 OFFIC SUPL		103.55	300.00	300.00	200.00	300.00	300.00	.0%
1321032	581135 SCHOOLING		140.50	1,155.00	1,155.00	.00	1,155.00	1,155.00	.0%
	TOTAL PINE LAKE CHALLENGE CO		107,420.04	152,940.00	152,940.00	41,628.37	138,035.00	165,450.00	8.2%
	TOTAL PINE LAKE CHALLENGE CO		107,420.04	152,940.00	152,940.00	41,628.37	138,035.00	165,450.00	8.2%
	GRAND TOTAL		107,420.04	152,940.00	152,940.00	41,628.37	138,035.00	165,450.00	8.2%

** END OF REPORT - Generated by Sharon Chaika **

Account	Object	Description
OVERTIME WAGES	515100	During peak season when programs are fully operational, the work load requires the Program Coordinators and/or the Supervisor to exceed 40 hours of work in a given week.
SEASONAL WAGES	515300	PLCC employs approximately 30 seasonal professionals and apprentices; total wages range year-to-year. Also, PLCC seeks to hire a part time coordinator estimated wage \$37,950.
PROFESSIONAL FEES & SERVICES	531000	Inspection (\$1,550); Equipment repair, upgrade and replacement of cables, attachment points, platforms, staples (\$2,500); Program transportation contracted to deliver client services (\$1,750); Adventure-based training in advanced skills and rescue training and/or counseling and multi-cultural facilitation (\$2,200); Marketing/fund-raising/website (\$5,500); Conference/vendor fees and membership fees (\$750). Adventure In & Adventure Out (\$5,750). Expenses are paid for by fees collected or other revenue such as grant funds.
EQUIPMENT MAINTENANCE CONTR	543200	(3) Port-o-lets serviced weekly 8.5 mos./yr.
TELEPHONE	553000	Mobile Service 12 Months x \$48.3
POSTAGE	553100	No increase in request at this time; current expenses are under budgeted amount.
PRINTING & BINDING	555000	Business cards, brochures, promotional items.
MAINT SUPPLIES & MATERIALS	561400	General maintenance supplies to clean, repair and preserve the outdoor facility 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.
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).
OFFICE SUPPLIES	569000	Paper, pens, envelopes, markers, easel paper, flashdrives, etc.
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).