

**Acting City Manager's Proposed Budget  
FY 2018-2019  
City of Meriden, Connecticut  
March 1, 2018**



Photo by State of Connecticut, nhhsrail.com

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# SECTION 1

# INTRODUCTION

**CITY OF MERIDEN  
BUDGET CALENDAR  
FY 2018-2019**

**(DATES SUBJECT TO CHANGE)**

<u>DATE</u>	<u>ACTION</u>	<u>BY WHOM</u>	<u>TO WHOM</u>	<u>CHARTER OBLIGATIONS</u>
12/15/2017	Budget Estimates	Departments	Finance Director	At least 180 days before end of the fiscal year
12/29/2017	Budget Estimates	Finance Director	City Manager	At least 180 days before end of the fiscal year
03/05/2018	Manager's Budget	City Manager	City Council	No later than 120 days from end of fiscal year
by 4/13/2018	Hold one (1) or more public hearings	City Council	Public	No later than 75 days from end of fiscal year
5/10/2018* * City Council meeting on 5/7/18	Adopt Budget	City Council	-----	Within 20 days of last Public Hearing
05/14/2018	Mayoral Veto (Line Item Basis)	Mayor	City Council	Within 5 days of adoption
05/17/2018	Set Tax Rate	City Council	-----	Within 10 days of final adoption

**Elected Officials**

Mayor Kevin M. Scarpati

*Meriden City Council:*

Deputy Mayor Michael P. Cardona (At Large)

David D. Lowell, Majority Leader (At Large)

Catherine R. Battista, Deputy Majority Leader (Area 4)

Larue Graham, Deputy Majority Leader (Area 2)

Daniel R. Brunet, Minority Leader (Area 3)

Walter A. Shamrock, Deputy Minority Leader (At Large)

Joseph F. Carabetta, III (Area 2)

Miguel Castro (Area 1)

Bruce A. Fontanella (At Large)

Brian P. Daniels (Area 3)

Sonya R. Jelks (Area 1)

Bob R. Williams, Jr. (Area 4)

City Clerk, Denise L. Grandy

Registrar (D), Maureen E. Flynn

Registrar (R), Catherine E. Sarault

**Appointed Officials**

Kenneth E. Morgan, Acting, City Manager (Fire Chief)

Michael D. Quinn, Corporation Counsel

Robert W. Seale, Director - Development and Enforcement

Juliet Burdelski, Economic Development

Doree Price, Director - Emergency Communications

Michael Lupkas, Finance Director

Thomas J. De Vaux, Golf Facility Manager

Lea M. Crown, Director – Human Services

Karen C. Roesler, Director, Library Services

Christian Bourdon, Director – Parks and Recreation

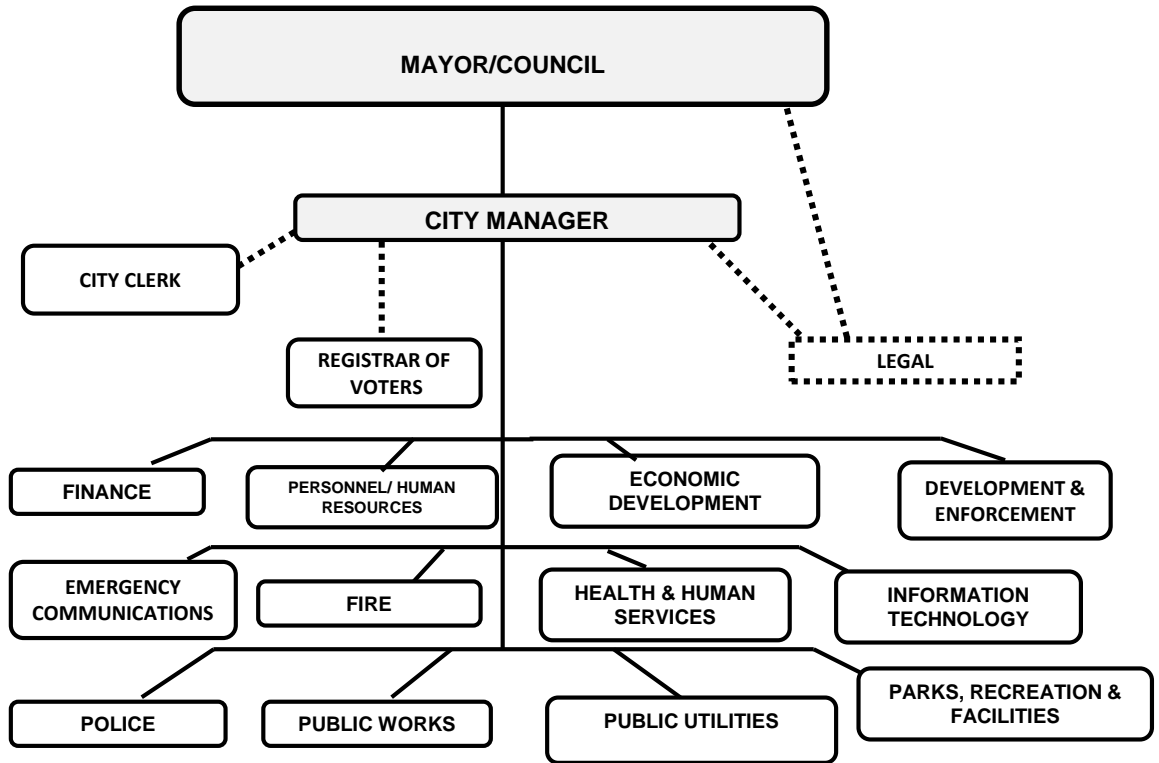
Marci L. Nogueira, Personnel Director

Jeffry W. Cossette, Police Chief

Robert J. Bass, Director - Public Works

Dennis A. Waz, Director - Public Utilities

**CITY OF MERIDEN, CONNECTICUT PROPOSED 18-19 ANNUAL BUDGET**





**KENNETH E. MORGAN**  
ACTING CITY MANAGER

## City of Meriden, Connecticut

### OFFICE OF THE CITY MANAGER

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Meriden, CT 06450-5605

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March 1, 2018

Mayor Scarpati and Members of the Meriden City Council:

It is my honor to bring this budget proposal for the 2019 fiscal year to you. I wish to thank the City Council for having the confidence in me to act as the Acting City Manager during what is a challenging time. As a city, we are in a fiscal dilemma that will extend from our current budget, through this proposed budget. The uncertainty of state revenue along with an ever-changing municipal support formula certainly makes this process hard. The dynamics of a diverse city, as well as the necessity for public safety, infrastructure maintenance, debt service, and employee benefits; greatly affect the ability to fiscally manage the City.

### **The Budget Process**

As is usual procedure, each department's budget submission was received and the needs identified. The process started with \$206.7 million in requests (including \$6.2 million BOE Alliance Funds), which was related to a spending increase of \$13.3 million. Through a cooperative effort between the department heads, and myself those request were reduced to \$197.4 million. This relates to a 2.01% growth rate. Acceptable growth is difficult to quantify; however, this is in line with the last several years. The bulk of the increase is due to contractual wage increases, increasing insurance costs, fees, and health care. The remainder are related to "actualizing" costs of departments underfunded last year. Those departments with significant increases include Legal; 23.8%; associated with an increase in attorneys fees and funding an essential position that was fiscally



eliminated from last year's budget but retained as essential to their service; and Parks has an increase in overtime consistent with their average yearly use to support outside city events.

The largest request comes from the Board of Education. Health Insurance funding has been a budget issue for several years, and this year is no exception. Estimated health care costs request increased 19.7 percent. Some of this increase can be attributed to underfunding last year's budget but a change in the "method of funding"; beginning this year the General Fund will change to using a census count multiplied by the number of participants, and simply rising health care costs. The Board of Education is remaining flat funded at this time. There remain several moving parts in the Board of Education budget that may affect this number, and as such, it remains a work in progress. Finally, there has been a contingency included if you will, for the possible additional reduction of revenue from state sources, as we are uncertain of the Governors' intent with budget funding this year. This budget has allotted a \$1 Million dollar contingency to be prepared for state changes.

### **The Grand List**

The Grand List was signed with the .92% reduction (\$28.4 million). This real estate reduction (\$17.6 mil) was mainly due to settlement revaluation appeals. Of those appeals, many involved large appeals with sufficient reserves budgeted. In general there were 42 settlements for almost \$25 million dollars. If you factor this out of the reduction, real estate would have risen by \$7-8 million dollars. This is indicative of a trend in a positive direction. The City also saw numerous exemption increases (4.31%) for projects such as solar panels, which increase the personal property line item but increase the exemption line by the same amount. Downtown development projects continue and had a positive effect on the grand list. Some of the projects contain tax abatements (0-80%); these values are included in the exemption line. This is reflected in the budget proposal.

**Streamlining the Organization**

Organizational changes are included in this budget, which resulted some minor savings. I have split up the IT/Facilities moving the Facilities functions as a division in the Parks Department. This change allows all of the facilities maintenance personnel to be under a single department head. It will again become its own department managed by its own supervisor.

The cost savings from the eliminated Director Position will be used to fund an additional Systems Administrator resulting in a small net cost savings. This will increase efficiency within that department as they continue to upgrade the City's IT infrastructure. I have also proposed that the Network Specialist be moved to the Fire Department to address the increasing IT infrastructure need there. Currently the Fire Department does not have IT support dedicated to the department. This has been requested for the last several years, but never funded. The increase in technology within that department has consumed a large amount of the administration's time. This is a cost neutral change. The position will remain available to assist the IT department when necessary as is currently done in MPD. Finally, you will see that the Volunteer Fire Department has been incorporated into the Fire budget. This reflects how that department actually does function. In past budgets the VFD has had a limited budget not reflective of their needs and operation. This necessitated fiscal support for the Fire budget. This change allows for greater oversight regarding large purchases, allows for the standardization of purchases.

**Capital Improvement Program**

As you see the proposed 2019 CIP budget the City "Self-imposed Cap" is \$3.77 Million. This made choosing the important projects difficult given the necessity for infrastructure upkeep and improvements. Initial CIP requests amounted to \$9.35 million (\$7.08 net of grants), \$7.56 Million (\$6.36 net of grants) without the BOE Requests. Essential items that were reduced or removed included Fire Department

pavement repairs, prisoner cell refurbishment and upgrades, traffic signal upgrades, and spacing critical radio replacement for the Fire Department over three years rather than a single year; in all the CIP was reduced to 3.67 million, approximately \$100,000 under the cap.

As the City's infrastructure continues to age, City departments are finding it increasingly difficult to manage requests and needs to available funds. The CIP cap has worked as intended in reducing the overall CIP spending, and indebtedness, but at what cost? Are managing the cost/benefit ration adequately? I urge the City Council to re-visit the cap, and determine if the formula needs to be revised, or in lieu of a new formula, a fixed dollar cap introduced.

### **The Budget Result**

This budget proposal has an increase in expenditure spending versus last year. The increase of 2.01% seems reasonable; there were root causes for this increase. First, the 2018 budget was enacted with some lines underfunded based on needs established through historical performance. This effect was increased when a couple of the largest union negotiated increases were applied to existing wage schedules. On the revenue side of the budget, was uncertainty in state funding. Ultimately, state funding was reduced following the adoption of the budget. Additionally, several other revenues were overstated. Once the state budget was adopted and the funding level was established, there was a realized deficit, the City choose not to issue supplemental tax bills as many other municipalities did.

The budget presented has included all known decreases in state funding as of the time of printing and expenditure item adjustment as necessary. I have included contingencies should the state change the funding commitment again. Additionally, projected revenue from the enterprise funds are listed lower pending an ongoing study that is currently underway; results may be known by the end of the budget process and will be adjusted accordingly.

Creating this budget was not easy, and was not taken lightly. It took collaboration between department heads, the Director of Finance, and myself to come to a difficult formula to maintain essential services and do such with less. I greatly appreciate each of them as we worked through this collaborative process. We have developed creative means to provide the necessary for the essential services that our residents and local businesses expect. As always, City staff and I stand ready to assist you as you review and discuss this proposal.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'K. Morgan', is written over a circular stamp or seal.

Kenneth E. Morgan, Ph. D., EFO, CFO  
Acting City Manager

# CITY OF MERIDEN

## THE BUDGET:

- HOW IT IS ADOPTED AND ACCOUNTED FOR-
- HOW THE TAX RATE IS SET-
- REVALUATION (October 1, 2016)-
- GRAND LIST COMPOSITION-

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- REVENUES AND EXPENDITURES BY TYPE-
- WHERE REVENUES COME FROM-
- AND
- HOW THEY ARE SPENT-

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- FINANCIAL POLICIES AND BENCHMARKS-

## ACCOUNTING POLICIES/PROCESSES

### FISCAL YEAR

The City of Meriden's Fiscal Year begins July 1 and ends June 30.

### BALANCED BUDGET

The Charter of the City of Meriden mandates a balanced budget. For the purposes of meeting this requirement, each year a budget is adopted in which the projected expenditures are equal to the projected revenues.

## THE BUDGET PROCESS

### CITY MANAGER'S BUDGET PROPOSAL

City departments begin preparation and documentation processes for the budget in December. The Finance Department reviews all submitted department requested documents calculates all formula-driven data, and presents a draft budget to the City Manager. In accordance with the City Charter, Section C8-4 the City Manager, must present to the City Council a proposed budget, including the capital improvement plan, no later than 120 days from the end of the fiscal year.

### BUDGET ADOPTION

The City Council's Finance Committee, will set a schedule for budget deliberations and in accordance with City Charter, holds at least one public hearing before taking final action on the proposed budget. The City Council Finance Committee reports its changes to the entire City Council. The City Council has the power to make changes to any item in the budget recommended by the City Manager by a majority vote of the council members present and voting. A minimum of one public hearing must be held no later than 75 days from the end of the fiscal year. The budget must be adopted by the City Council within 20 days of the last public hearing. The Mayor may veto any line item within five days after adoption of the budget and, in doing so, must specify an amount for that line item. The City Council may, by a two-thirds vote of its entire membership, override or modify any line item vetoed by the Mayor.

## BUDGET CALENDAR 2018-2019

DATE	ACTION	BY WHOM	TO WHOM	CHARTER OBLIGATIONS
12/15/2017	Budget Estimates	Departments	Director of Finance	At least 180 days before the end of the fiscal year.
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### *BASIS OF ACCOUNTING*

The City of Meriden's accounting system is operated on a fund basis. A fund is a fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources or balances are recorded and segregated to carry on specific activities or attain certain objectives in accordance with specific regulations and limitations. The operations of the general fund are maintained on a modified accrual basis, with revenues recorded when measurable and available and the expenditures recorded when the services or goods are received and liabilities are incurred. In contrast, accounting records for the City's enterprise, pension and nonexpendable trust funds are managed on the accrual basis of accounting. The types of funds utilized by the City are as follows: general; special revenue; capital projects; enterprise; and trust and agency. The type and number of individual funds established is determined by GAAP and sound financial administration.

### *BUDGET PROCEDURE*

The annual budget, including the capital improvement plan is developed by the City Manager in conjunction with the Finance Department. The budget is submitted to the City Council. The City maintains budgetary control through the Finance Department. The objective of budgetary control is to ensure compliance with the legal provisions embodied in the annual adopted budget approved by the City Council. The level of budgetary control is established by organization, agency, appropriation and object. The City of Meriden also utilizes an encumbrance accounting system as one technique for accomplishing budgetary control. Encumbrances reserve appropriations which have been obligated through purchase orders or other contractual documents. Encumbrances are reported as reservations of fund balance at the end of the year. Transfers of appropriations between departments require the approval of the City Council.

### *INTERNAL CONTROLS*

The management of the City of Meriden is maintained through a control structure designed to ensure that the assets of the City are protected from loss, theft, or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with GAAP. The control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived from that cost and that the valuation of costs and benefits requires estimates and judgments be made by management.

As a recipient of Federal, State and local financial assistance, the City of Meriden is responsible for ensuring adequate internal control policies and procedures are in place to ensure and document compliance with applicable laws and regulations related to these programs. This internal control structure is subject to periodic evaluation by management as well.

### *LEGAL DEBT LIMIT*

The total overall statutory debt limit for the City is equal to seven times annual receipts from taxation and tax relief for the elderly and disabled, or \$871,710,000. All long-term debt obligations are retired through General Fund appropriations or user charges. As of

June 30, 2017, the City recorded long-term debt of \$168.5 million related to Governmental Activities and \$69.6 million related to Business-Type Activities, well below its statutory debt limit.

*AUDIT*

State Statutes require an annual audit conducted by independent certified public accountants. Portions of these audits are included in the City's Comprehensive Annual Financial Report, and these can be accessed through the City's website, <http://www.cityofmeriden.org/FormRepository/main.asp?FolderID=34>



## TAX RATE DETERMINATION

### HOW TAXES ARE DETERMINED

Taxes are assessed as of October 1, they are levied (or collected) on the following July 1, and are due in four installments due July 1, October 1, January 1 and April 1. Liens are filed on the following the last payment period of the fiscal year. Taxes are based on the assessed value multiplied by the current mill rate. One mill is equal to \$1.00 of tax for each \$1,000 of assessment.

*Example:* Assessed value is \$111,769 Mill Rate: 42.72 Mills (.04272) \$111,769 X .04272 = \$4,774

Properties are assessed based on a formula that calculates 70% of their appraised fair market value. For Fiscal Year 2019 property in Meriden continued to be valued as of the latest revaluation. Grand List 2016 was re-evaluated according to the five year assessment schedule mandated by State of Connecticut Statutes. Revaluation is a mass appraisal of all property within an assessment jurisdiction (i.e., the City of Meriden) to equalize assessed values. A city-wide reassessment of real properties is conducted to assign fair market values to all properties. This assessment allows a balancing of the city's real property tax burden among taxpayers. The city's Grand List represents the total amount of property assessments on which taxes may be collected. The 2017 Grand List is \$3.187 billion with a Net Taxable Grand List of \$3.070 billion (before Board of Assessment Appeals). The 2017 Grand List was signed January 31, 2018.

### TOP TEN TAXPAYERS: REAL ESTATE/PERSONAL PROPERTY COMBINED (2017 Grand List)

Taxpayer	Assessment	Rank	Percentage of Total
Connecticut Light & Power	\$ 65,947,838	1	1.99%
Meriden Square Partnership	61,512,620	2	1.86
Yankee Gas	32,909,540	3	.99
TLS Group	22,050,000	4	.67
Computer Sciences Corp.	21,412,020	5	.65
Meriden Square #3 LLC et al	19,986,400	6	.60
Radio Frequency System	18,089,840	7	.55
211 Pomeroy LLC	16,024,270	8	.48
Carabetta Enterprises, Inc.	13,005,710	9	.39
Par Merritt LLC	10,936,240	10	.33
<b>Total</b>	<b>\$ 281,894,478</b>		<b>8.51%</b>

See following charts for additional information on the Grand List.

## **FINANCIAL POLICIES**

On February 1, 2010 the City of Meriden adopted financial policies regarding:

- 1) Unassigned Fund Balance (\*Note this policy was updated October 2012 to comply with new accounting standards)
- 2) Debt
- 3) Funding of Employee Pension Benefits
- 4) Funding of Other Post Employment Benefits (OPEB)
- 5) Mill Rate Calculation
- 6) Capital Assets – accounting and disclosure

Each policy contains specific benchmarks.

The following demonstrate the status of these financial policies.

### **1) Unassigned Fund Balance** (\*Note this policy was updated October 2012 to comply with new accounting standards)

#### ***Purpose***

To maintain a balance of unassigned funds sufficient to respond to unforeseen contingencies and unanticipated and unusual changes in revenues or expenses.

#### ***Policy***

For the purpose of these policies, *unassigned* fund balance is the remaining balance available following the reduction for;

**-Nonspendable fund balance** - amounts that are not in a spendable form (e.g., inventory and prepaid amounts) or are required to be maintained intact (such as the corpus of an endowment fund);

**-Restricted fund balance** - amounts constrained to specific purposes by their external providers such as grantors, bondholders, contributors or laws and regulations of the government;

**-Committed fund balance** - amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority (City Council); amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint;

**-Assigned fund balance** - amounts a government *intends* to use for a specific purpose; intent can be expressed by the governing body or by the Purchasing Agent, who has the delegated authority to assign amounts by the City Charter.

The City of Meriden recognizes the importance of achieving and maintaining an appropriate level of unassigned fund balance to withstand short-term financial emergencies.

After evaluating the City's operating characteristics, overall financial health, the diversity and flexibility of its tax base, the reliability of non-property tax revenues, its working capital needs, the impact on its bond ratings, national, state and local economic outlooks, emergency and disaster risk levels and other issues, the City of Meriden hereby establishes the following policy regarding the appropriate maintenance of unassigned fund balance. The City shall maintain adequate unassigned fund balance to fulfill the following objectives:

- (1) To maintain funds available for appropriation in an amount sufficient to pay for unforeseen and unusual expenditures or unforeseen and unusual shortfalls in revenue after adoption of the annual budget;
- (2) To maintain adequate levels of reserves sufficient to ensure the timely payment of all City obligations
- (3) To maintain adequate reserves sufficient to avoid unreasonably high spikes in the mill rate due to temporary decreases in revenues or unusual non-recurring increases in expenses;

In keeping with said policy and in order to meet such objectives, the goal of the City is to maintain an unassigned fund balance level equal to the average of one month's budgeted annual operating expenditures and other financing uses (transfers out) for the prior audited fiscal year.

To reach and maintain that goal, the policy of the City also includes the following:

The City recognizes that the unassigned fund balance may fall below the above desired level through differences between planned and actual revenues and expenditures, or financial emergencies or catastrophic events of an unforeseen nature. It is the City’s policy to achieve that level of unassigned fund balance and to replenish the level of fund balance should it thereafter fall short of that goal by adopting and implementing a plan to do so over a period no longer than three fiscal years following the date of adoption of these policies or no longer than three fiscal years following a determination in the City’s Comprehensive Annual Financial Report (“CAFR”) that the unassigned fund balance level has fallen below the level specified above.

To the extent feasible in accordance with these policies, one-time revenues will be applied toward one-time expenditures, used to meet the unassigned fund balance goal or, that goal having been met, to establish reserves for future anticipated expenditures, capital projects, or to reduce debt service; one time revenues will not be used to finance ongoing operating expenses and programs.

The City recognizes that the maintenance of adequate unassigned fund balance is an essential element of sound fiscal management necessary to sustaining a sound credit rating and flexibility in financial management. Exceptions and changes to this policy may be allowed by approval of the City Council upon recommendation of the City Manager and Director of Finance to maintain flexibility in the best financial interest of the City and in case of emergencies and one-time opportunities.

*Undesignated Fund Balance – Policy goal 8.33%*

FY Ended	Unassigned Fund Balance	Total Fund Balance	Operating Budget and Transfers Out	Policy Percentage Unassigned Fund Balance	Policy Percentage Total Fund Balance
June 30, 2017	16,839,359	18,331,584	191,261,548	8.80%	9.58%
June 30, 2016	16,664,792	18,145,295	190,835,874	8.73%	9.51%
June 30, 2015	16,296,211	17,668,570	185,007,719	8.81%	9.55%
June 30, 2014	16,042,985	17,526,836	181,026,635	8.86%	9.68%
June 30, 2013	15,725,159	17,497,456	185,260,498	8.49%	9.44%
June 30, 2012	16,603,606	17,257,240	181,157,305	9.17%	9.53%
June 30, 2011	17,307,887	18,266,261	180,126,507	9.61%	10.14%
June 30, 2010	13,321,056	14,302,825	167,984,309	7.93%	8.51%
June 30, 2009	13,267,025	14,251,708	177,423,309	7.48%	8.03%
June 30, 2008	3,960,834	9,475,372	174,815,005	2.27%	5.42%
June 30, 2007	3,643,968	11,493,579	168,782,187	2.16%	6.81%
June 30, 2006	3,009,203	9,811,633	160,854,004	1.87%	6.10%
June 30, 2005	1,832,923	9,612,152	156,508,448	1.17%	6.14%

## 2) Debt

### *Purpose*

The purpose of the City's policy regarding debt is to establish parameters and guidance for the City to ensure that borrowing and repayment of debt to meet its capital requirements are carried out and executed to ensure the timely and advantageous repayment of its long term debt obligations in a manner affordable to and within the City's capacity to pay.

### *Policy*

The City recognizes the foundation of any well-managed debt program is a comprehensive debt policy. It is the intention of this policy to provide guidance to decision makers regarding the timing and purposes for which debt may be issued, types and amounts of permissible debt financing, methods of sale that may be used, and structural features that may be incorporated.

Most importantly, this debt policy is the City's recognition of a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into the capital markets. The policy shall be executed and adhered to so as to ensure that the City maintains a sound debt position and that its credit quality is protected and enhanced.

### **Debt Burden Indicator**

#### *Debt as a percentage of Net Taxable Grand List – Policy goal less than 3.3%*

Grand List of October 1,	Fiscal year Ending June 30,	Net Taxable Grand List (NTGL) (000)	Total General Fund Debt (1)	Total General Fund Debt as a % of the NTGL
2017	2019 (unaudited)	3,070,110	135,171,700	4.40%
2016	2018	3,098,514	145,821,000 (2)	4.71%
2015	2017	3,225,473	157,110,602 (2)	4.87%
2014	2016	3,218,337	108,607,000	3.37%
2013	2015	3,227,412	118,714,700	3.68%
2012	2014	3,218,470	77,383,203	2.40%
2011	2013	3,249,442	85,617,203	2.64%
2010	2012	3,639,460	68,929,000	1.89%
2009	2011	3,641,629	77,888,161	2.14%
2008	2010	3,634,360	68,666,078	1.89%
2007	2009	3,659,204	80,903,298	2.21%
2006	2008	3,608,414	69,944,215	1.94%
2005	2007	2,420,649	82,722,012	3.42%
2004	2006	2,373,439	80,476,709	3.39%
2003	2005	2,338,821	93,485,905	3.99%
2002	2004	2,331,434	77,942,889	3.34%
2001	2003	2,329,825	91,602,482	3.93%

(1) Excludes Enterprise Fund Debt

(2) Excludes \$11,427,000 Crossover Refunding Debt

## Debt Service Indicators

*Annual G.O. debt service as a percentage of General Fund operating budget expenditures - Policy goal less than 5%*

Fiscal year Ending June 30,	General Obligation Debt Service (P-I) (000) (1)	General Fund Operating Expenditures (000)	General Fund Debt Service as a % of Operating Exp.
2019 (est)	15,425	197,177	7.82%
2018	15,698	193,485	8.11%
2017	14,110	191,384	7.37%
2016	12,932	188,386	6.86%
2015	11,162	184,757	6.04%
2014	11,247	181,027	6.21%
2013	11,143	185,260	6.01%
2012	11,930	181,157	6.59%
2011	12,397	170,823	7.26%
2010	14,183	167,984	8.44%
2009	14,201	175,731	8.08%
2008	16,946	174,794	9.69%
2007	18,064	177,100	10.20%
2006	17,959	167,283	10.74%
2005	15,867	161,018	9.85%
2004	17,400	157,319	11.06%

(1) Excludes Enterprise Fund Debt and net of transfers

*Percentage of principal paid in 10 years - Policy goal greater than 66%*

Fiscal year Ending June 30,	Total General Fund Principal Outstanding (000) (1)	% of Debt Retired after 10 Years
2019 (est)	135,172	69.75%
2018(2)	145,821	65.74%
2017(2)	157,111	62.42%
2016	108,607	66.10%
2015	118,715	58.67%
2014	77,383	70.21%
2013	85,617	69.09%
2012	68,629	77.49%
2011	77,888	77.13%
2010	68,666	84.48%
2009	80,903	83.79%
2008	69,944	94.50%
2007	82,722	93.26%

(1) Excludes Enterprise Fund Debt

(2) Excludes \$11,427,000 Crossover Refunding Debt

*Percentage of principal outstanding vs. general fund operating budget - Policy goal less than 50%*

Fiscal year Ending June 30,	Total General Fund Principal Outstanding (000) (1)	General Fund Operating Expenditures (000)	Outstanding Principal as a % of Operating Budget
2019 (est)	135,172	197,177	68.55%
2018(2)	145,821	193,485	75.37%
2017(2)	157,111	191,384	82.09%
2016	108,607	188,386	57.65%
2015	118,715	184,757	64.25%
2014	77,383	181,481	42.64%
2013	85,617	185,260	46.21%
2012	68,629	180,879	37.94%
2011	77,888	170,823	45.60%
2010	68,666	167,984	40.88%
2009	80,903	175,731	46.04%
2008	69,944	174,794	40.01%
2007	82,722	177,100	46.71%

(1) Excludes Enterprise Fund Debt

(2) Excludes \$11,427,000 Crossover Refunding Debt

*Open Authorizations for Borrowing as of January 31, 2018*

Purpose	Original Authorization	Anticipated Grant Proceeds	Previous Borrowings	Open Authorization
Education	774,000	0	0	774,000
General	13,635,500	2,549,450	118,000	10,968,050
Sewer	7,901,493	0	0	7,901,493
Water	7,080,000	30,000	0	7,050,000
Golf	0	0	0	0
<b>Total</b>	<b>29,390,993</b>	<b>2,579,450</b>	<b>118,000</b>	<b>26,693,543</b>

### 3) Funding of Employee Pension Benefits

**Purpose**

To fund the pension obligations of the City to its employees upon the accrual of such benefits in the amounts necessary to pay such obligations as they become due.

**Policy**

To make a contribution equal to the amount determined by the City’s actuaries to be necessary to meet its “Annual Required Contribution” (ARC). In accordance with Government Accounting Standards Board (GASB) standards an actuarial valuation is completed every two years. The City may elect to update the valuation annually.

The City of Meriden shall maintain a plan of funding as required to fund its pension liabilities over a period of thirty years as allowed by GASB Statement Number 25. Funds will be set aside and invested with a long term risk level in accordance with the requirements of the City Charter and Code and in accordance with the investment policy duly adopted by the City of Meriden Pension Board. Trust Funds have been established and will be maintained for the investment of all pension assets.

To the extent that it is practical to do so keeping in mind the other objectives that the City may have with regard to employee benefits, the City shall endeavor to maintain only those benefits that are reasonably affordable and within the City’s long term capacity to pay and no more costly than pension benefits that are maintained by other similarly situated cities and towns with a similar capacity to pay for such benefits.

**Employee Retirement Funding**

*-Policy goal 100% of the Actuarial Required Contribution*

Fiscal Year Ended	Employees’ Retirement Plan		Police Pension Plan		Firefighters’ Pension Plan	
	Annual Required Contribution	Percentage Contributed	Annual Required Contribution	Percentage Contributed	Annual Required Contribution	Percentage Contributed
6/30/19 (estimated)	4,044,454	100.0%	4,769,583	100.0%	3,201,799	100.0%
6/30/18	4,044,454	100.0%	4,769,583	100.0%	3,201,799	100.0%
6/30/17	3,316,370	101.0%	4,464,984	100.0%	3,054,069	100.0%
6/30/16	3,264,731	101.4%	4,441,422	100.0%	3,040,690	100.0%
6/30/15	2,307,742	100.0%	4,227,288	100.0%	2,823,649	100.0%
6/30/14	2,304,669	100.1%	4,201,533	100.0%	2,808,242	100.0%
6/30/13	2,038,150	100.9%	4,066,540	100.0%	2,643,414	100.0%
6/30/12	1,898,009	100.4%	4,028,938	100.0%	2,620,905	100.0%
6/30/11	479,981	102.0%	3,683,113	100.0%	2,441,615	100.0%
6/30/10	354,382	102.3%	3,646,850	100.0%	2,419,234	100.0%
6/30/09	764,137	100.0%	3,556,861	100.0%	2,464,361	100.0%
6/30/08	649,414	101.6%	3,509,801	100.0%	2,435,594	100.0%
6/30/07	185,534	105.4%	3,601,118	100.3%	2,605,081	100.4%
6/30/06	74,741	100.0%	3,540,516	91.5%	2,574,201	85.7%
6/30/05	0	N/A	3,413,205	99.0%	1,906,328	100.0%

#### 4) Funding of Other Post Employment Benefits (OPEB)

**Purpose**

To fund the long-term obligations of the City of Meriden related to “Other Post Employment Benefits” (OPEBs) in the amounts necessary to meet such obligations.

**Policy**

It is the policy of the City of Meriden to fund its OPEB obligations fully and adequately as determined by actuarial assessment of those obligations in order to ensure that it will meet its contractual obligations to its employees. The City recognizes that a plan of funding is required to achieve and maintain fund levels and rates of return necessary to fund its long-term liability. It is the policy of the City to do so over a period of 30 years as allowed by GASB Statement Number 45. During June 2009 the City of Meriden established a Trust Fund for the investment of all OPEB assets. The policy of the City shall be to make a contribution equal to the amount determined by its actuaries necessary to meet its “Annual Required Contribution” (ARC). The City recognizes that it has yet to make annual appropriations equal to its ARC. It is the goal of the City to increase its annual appropriation over a five year period from the date of the adoption of this policy until its annual appropriation is equal to its ARC. Funds will be set aside and invested with a long term risk level in accordance with the requirements of the City Charter and Code and in accordance with the investment policy duly adopted by the City of Meriden Pension Board.

To the extent that it is practical to do so keeping in mind the other objectives that the City may have with regard to employee benefits, the City shall endeavor to maintain only such benefits that are reasonably affordable and within the City’s long term capacity to pay and no more costly than the post employment benefits that are agreed to by other similarly situated cities and towns with a similar capacity to pay for such benefits.

The following contributions in addition to the “pay-as-you-go” amounts have been made to the trust fund as part of the “Plan” to reach the Annual Required Contribution necessary to fund the OPEB liability.

<i>Fiscal Year</i>	<i>Actual or Budget</i>	<i>Amount</i>	<i>Trust Assets (including earnings)</i>
2009	Actual	500,000	1,726,497
2010	Actual	1,000,000	2,706,682
2011	Actual	2,000,000	5,205,368
2012	Actual	3,500,000	8,855,324
2013	Actual	3,500,000	14,673,865
2014	Actual	3,500,000	20,830,636
2015	Actual	3,250,000	25,421,669
2016	Actual	3,250,000	27,180,098
2017	Actual	2,450,000	32,514,135
2018	Adopted Budget	400,000	35,445,605 (est.)
2019	Recommended Budget	400,000	38,604,265 (est.)

## 5) Mill Rate Calculation

### *Purpose*

The purpose of this policy is to set forth the procedure by which the mill rate is calculated annually in the adoption of the City budget.

### *Policy*

The mill rate is calculated by first subtracting non-tax revenues from expenditures in the approved budget. The sum is then divided by the net taxable grand list. The result shall then be adjusted to take into account any credits due on taxes for the fiscal year due to settlements of assessment appeals and the amount of other anticipated adjustments to the grand list. The result is then multiplied by the collection rate to arrive at the mill rate.

The collection rate shall be set by averaging the percentage of budgeted tax revenues actually collected as set forth in the City's Comprehensive Annual Financial Report ("CAFR") for the preceding two fiscal years. This rate may be adjusted upward or downward based on current local economic conditions.

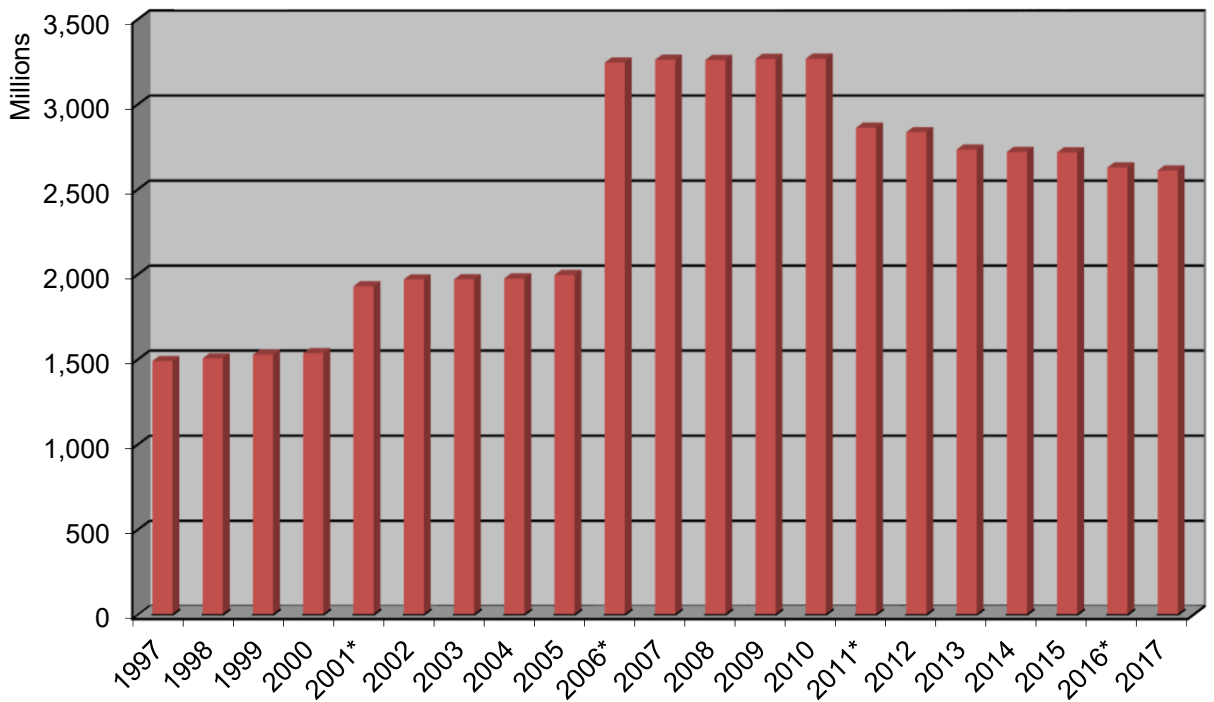
The goal of the City is to avoid unreasonable assumptions in the mill rate calculation that will cause deficits in the operating budget.

### *Collection Rate Calculation*

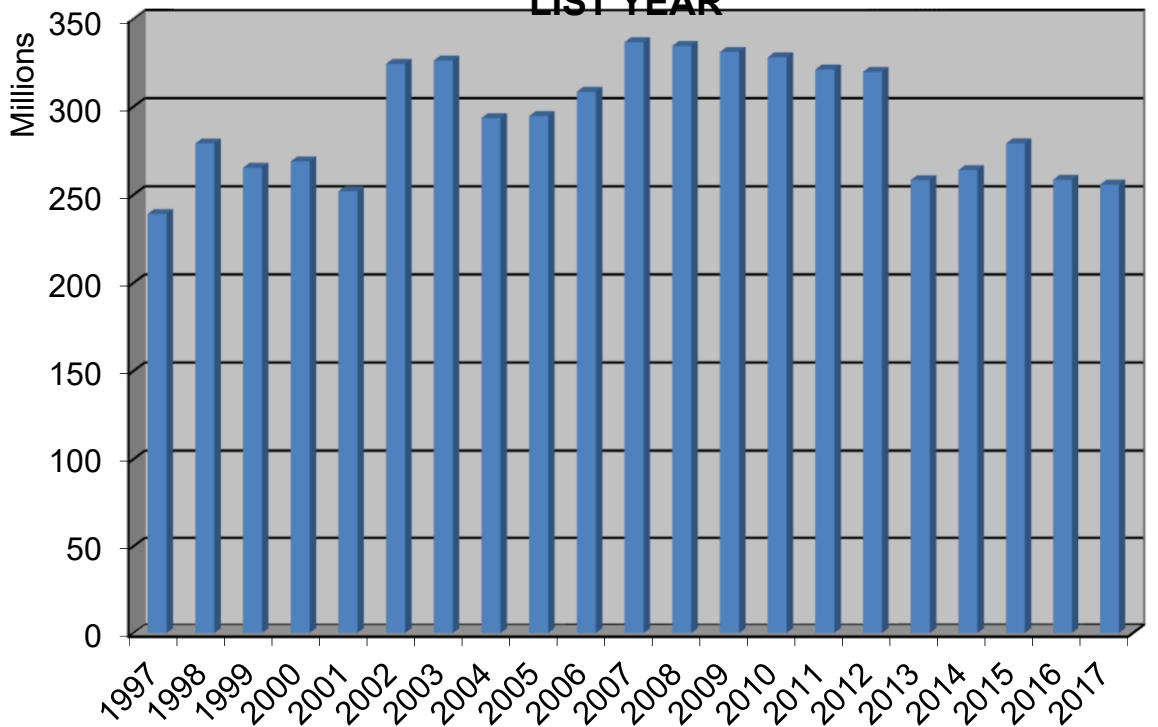
Fiscal Year Ended	Collection Rate %	Two-Year Average	Collection Rate Following Year
June 30, 2017	97.89%	97.83%	97.83%
June 30, 2016	97.78%	97.69%	97.69%
June 30, 2015	97.59%	97.46%	97.46%
June 30, 2014	97.33%	97.40%	97.40%
June 30, 2013	97.46% *as adjusted	97.42%	97.42%
June 30, 2012	97.39%	97.44%	97.44%
June 30, 2011	97.49%	97.49%	97.49%
June 30, 2010	97.49%	97.37%	97.37%
June 30, 2009	97.24%	97.27%	97.25%
June 30, 2008	97.29%	97.26%	97.25%
June 30, 2007	97.23%	97.03%	97.00%
June 30, 2006	96.83%	96.94%	97.00%
June 30, 2005	97.04%	96.81%	97.00%



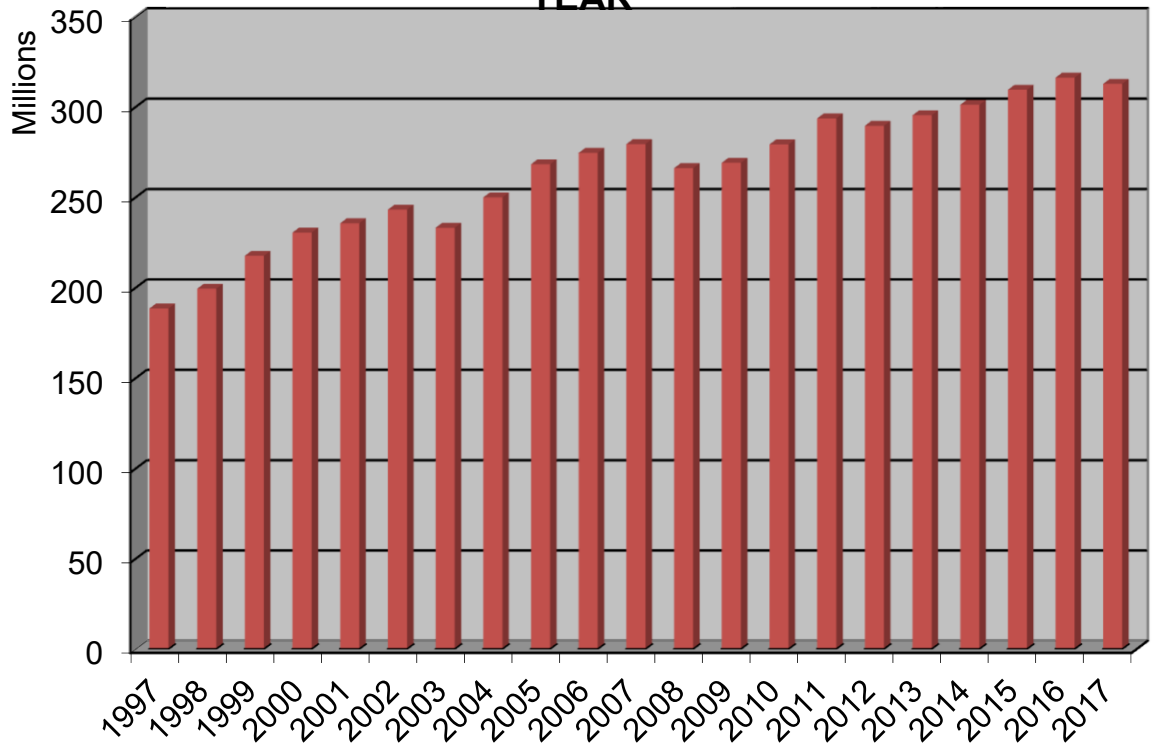
## GROSS REAL ESTATE BY GRAND LIST YEAR



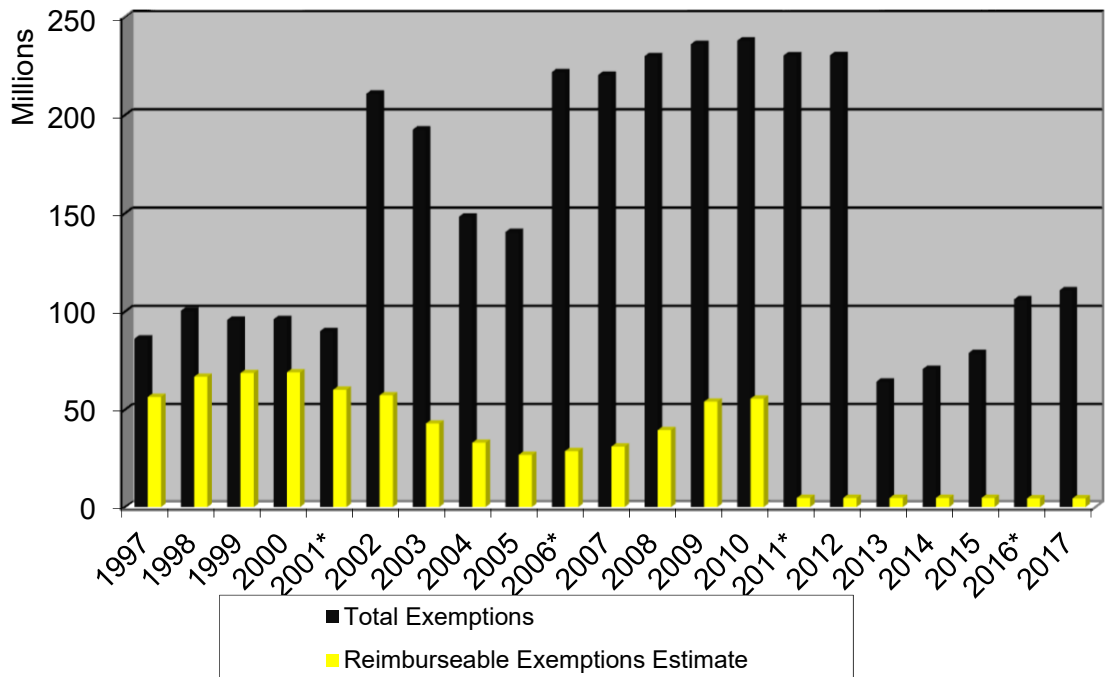
## GROSS PERSONAL PROPERTY BY GRAND LIST YEAR



## GROSS MOTOR VEHICLE BY GRAND LIST YEAR



## TOTAL EXEMPTIONS VS. REIMBURSEABLE EXEMPTIONS





# **SECTION 2**

## **GENERAL GOVERNMENT:**

**Revenues**

**City Council/Mayor**

**City Manager**

**City Clerk**

**Law**

**Personnel/Human Resources**

**Elections**

**Airport/Meriden Markham**

**Information Technology**

**Insurance**

**Benefits**

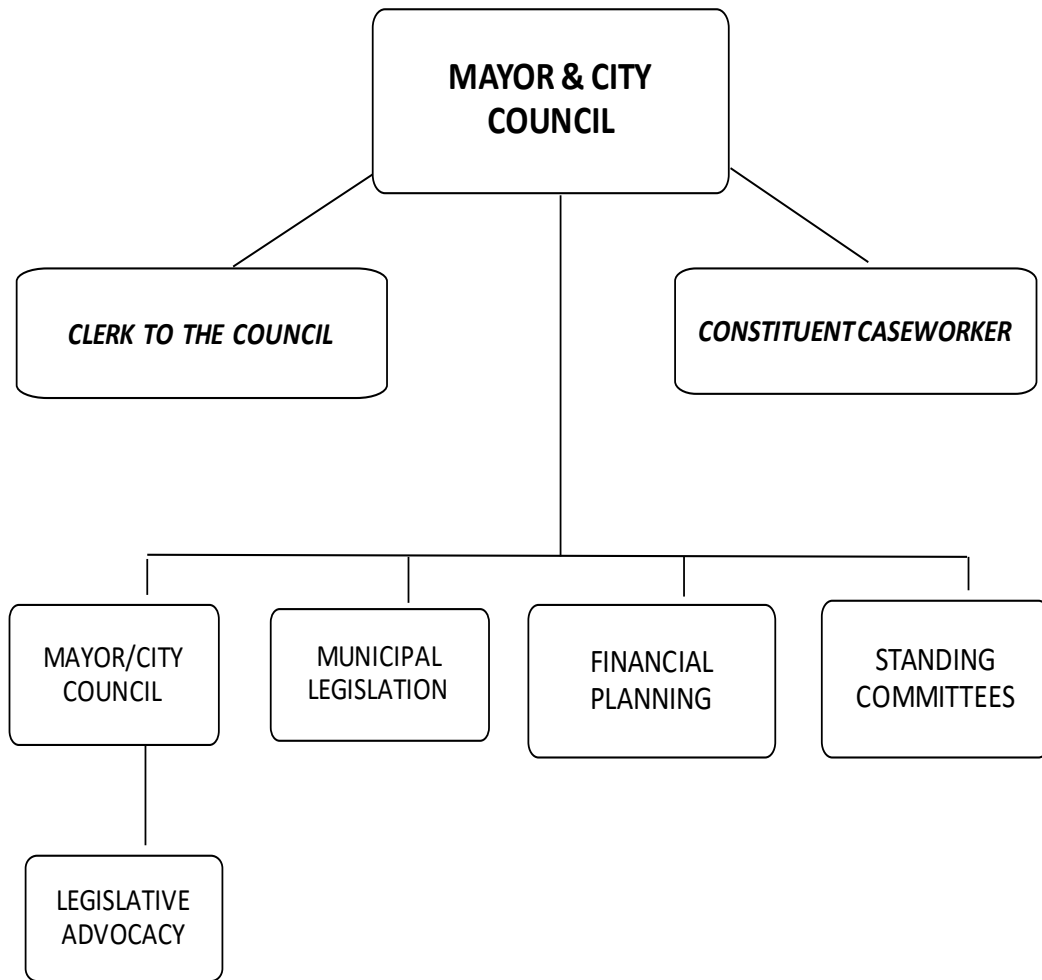
**General Administration**

**Capital Equipment**



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
0001-0210-30-0-0000-689	AVIATION - RAMP FEES	-	-	-	241	920	520	891	575	1,210	290			
0001-0210-30-0-0000-690	AVIATION - LAND USE RENT	-	-	-	3,127	5,364	2,085	4,170	4,100	4,170	(1,194)	-22.26%		
0001-0210-30-0-0000-691	INTEREST - COE ESTATE	8,381	8,955	8,380	15,877	9,072	-	9,072	9,072	9,133	61	0.67%		
0001-0210-30-0-0000-693	NRG CONTRACT	-	71,887	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0000-695	OTHER REVENUE	(252,618)	(70,288)	91,506	3,318	61,047	19,479	61,047	50,000	48,865	(12,182)	-19.96%		
0001-0210-30-0-0000-696	SALE OF SURPLUS PROPERTY	38,066	110,788	40,000	57,456	100,000	7,930	50,000	50,000	50,000	(50,000)	-50.00%		
0001-0210-30-0-0000-698	BULKY WASTE FEES	38,720	46,180	38,700	54,100	65,000	29,200	47,957	54,900	48,000	(17,000)	-26.15%		
0001-0210-30-0-0000-700	PARKING COMMISSION REVENUE	125,587	134,285	130,000	181,899	187,160	86,556	197,082	201,600	197,100	9,940	5.31%		
0001-0210-30-0-0000-705	RENT - MERIDEN HUMANE SOCIETY	-	-	-	-	-	1,000	4,400	4,800	4,800	4,800	#DIV/0!		
0001-0210-30-0-0000-730	FIRE RECRUITMENT REVENUE	-	7,208	-	-	-	12,000	12,000	12,000	12,000	12,000	#DIV/0!		
0001-0210-30-0-0000-731	MISC. REVENUE - RENTAL INCOME	17,820	17,622	17,820	18,020	18,100	10,295	17,510	21,100	17,500	(600)	-3.31%		
0001-0210-30-0-0000-732	MISC. REVENUE - POLICE	46,437	49,500	47,600	37,887	49,500	15,253	38,173	41,200	38,175	(11,325)	-22.88%		
0001-0210-30-0-0000-733	MISC. REVENUE - ENGINEERING	16,470	25,806	18,700	27,878	26,000	13,295	20,800	22,600	20,800	(5,200)	-20.00%		
0001-0210-30-0-0000-734	MISC. REVENUE - PLANNING & ZONING	14,769	20,463	13,850	15,297	16,500	13,342	36,906	51,450	36,900	20,400	123.64%		
0001-0210-30-0-0000-735	E911 QUARTERLY	12,249	12,212	12,225	12,179	12,177	9,088	12,118	12,117	12,117	(60)	-0.49%		
0001-0210-30-0-0000-736	MISC. REVENUE - ASSESS & COLLECTION	744	899	1,300	1,944	900	1,338	1,338	1,000	1,000	100	11.11%		
0001-0210-30-0-0000-737	MISC. REVENUE - FIRE	632	526	1,600	-	1,000	100	1,000	500	1,000	-	0.00%		
0001-0210-30-0-0000-738	MISC. REVENUE - RECYCLING	25,013	19,948	24,300	14,015	20,175	2,613	23,029	31,100	23,025	2,850	14.13%		
0001-0210-30-0-0000-739	MISC. REVENUE - PURCHASING	-	39	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0000-740	MISC. REVENUE - THOM EDISON	33,576	35,257	31,850	36,444	35,250	7,501	36,443	36,450	36,400	1,150	3.26%		
0001-0210-30-0-0000-741	MISC. REVENUE - PERSONNEL	24	15	-	33	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0000-742	MISC. REVENUE - AIRCRAFT REGISTRATION	2,590	2,590	2,590	2,860	2,860	4,360	4,360	4,000	4,300	1,440	50.35%		
0001-0210-30-0-0000-748	PRINCIPAL REV-IRRIG LOAN	43,543	63,670	43,574	54,069	63,574	-	63,574	56,006	56,006	(7,568)	-11.90%		
0001-0210-30-0-0000-749	INTEREST REV-IRRIG LOAN	41,283	41,252	41,252	40,254	41,252	-	41,252	38,317	38,317	(2,935)	-7.11%		
0001-0210-30-0-0000-752	MISC. REVENUE - AIRPORT	90	33	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0000-753	BANK OF AMERICA PCARD REVENUE	13,199	19,259	20,000	27,995	28,000	47,481	47,481	47,500	47,450	19,450	69.46%		
0001-0210-30-0-0117-699	TRANSFER IN - MEALS ON WHEELS	-	81,749	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0122-699	TRANSFER IN-NPP (0122)	-	55,402	41,363	41,363	63,155	63,155	63,155	-	-	(63,155)	-100.00%		
0001-0210-30-0-0401-699	TRANSFER IN- BOND (0401) PR	-	-	-	135,000	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0403-699	TRANSFER IN- BOND (0403)	702,511	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0210-30-0-0651-699	TRANSFERS IN - HEALTH FUND	200,000	-	200,000	200,000	200,000	200,000	200,000	100,000	200,000	-	0.00%		
0001-0210-30-0-0681-699	TRANSFERS IN - BOND FUND (0681)	220,079	307,386	-	307,682	165,000	-	165,000	165,000	165,000	-	0.00%		
**** Cost Center Total **** Revenues		69,023,017	68,971,888	69,001,790	68,490,536	69,514,616	20,699,390	73,827,377	73,652,343	65,349,816	(4,164,800)	-5.99%		
TAX REVENUES														
0001-0260-30-0-0000-661	PROPERTY TAXES CURRENT YEAR	112,389,099	115,609,840	118,121,597	119,170,620	120,215,383	70,410,285	120,138,595	120,215,383	127,817,835	7,602,452	6.32%		
0001-0260-30-0-0000-662	PROPERTY TAXES PRIOR YEAR	2,353,045	2,400,205	2,350,000	2,120,647	2,350,000	1,649,213	2,589,955	2,409,586	2,589,955	239,955	10.21%		
0001-0260-30-0-0000-663	PROPERTY TAXES MV SUPPLEMENT	1,270,902	1,403,571	1,197,160	1,602,417	1,404,000	106,091	1,513,475	1,583,429	1,513,475	109,475	7.80%		
0001-0260-30-0-0000-664	PROPERTY TAXES SUSPENSE	-	-	1,250	-	1,250	-	1,250	1,250	1,250	-	0.00%		
**** Cost Center Total ****		116,013,046	119,413,616	121,670,007	122,893,683	123,970,633	72,165,589	124,243,275	124,209,648	131,922,515	7,951,882	6.41%		
Revenue Total for Fund 0001		185,036,063	188,385,503	190,671,797	191,384,220	193,485,249	92,864,979	198,070,652	197,861,991	197,272,331	3,787,082	1.96%		

**STAFFING: MAYOR & CITY COUNCIL**



**DEPARTMENT: MAYOR/CITY COUNCIL - BUDGET CODE: 0001-0110**

**DESCRIPTION:**

**Office of the Mayor** - Elected to a two-year term of office, presides over the City Council, serves as an ex-officio member and is recognized as the City's Chief Elected Official. The Mayor may recommend or introduce proposed ordinances, resolutions, or motions to the Council, has the power to veto any ordinance, legislative resolution, or appropriation adopted by the Council and may veto the budget on a line item basis. The Mayor does not vote on Council matters except in the case of a tie (except on zoning issues). The Mayor appoints the Deputy Mayor and recommends appointments to selected boards and Commissions.

**Clerk to the Mayor/City Council** - This position is responsible for facilitating the smooth and efficient operation of the Office of the Mayor, the City Council, as well as various Council committees. The Clerk tracks and records all Council actions, prepares agendas, distributes agendas, reports, and other materials, and disseminates information about legislative actions to the general public. The Clerk also processes US Passport applications for citizens.

**Standing Committees** - There are several Council standing committees, organized by municipal functions: finance, public works, economic development, public safety, and health and human services, which conduct the majority of the Council's activities at regularly scheduled meetings. The standing committees hold public hearings, review Council referrals, and forward recommendations to the City Council for its consideration and approval. No ordinances or proposed bylaws can be approved by the Council until an appropriate Council Committee has held a public hearing on the item in question.

**Municipal Legislation** - The Council holds the exclusive legislative power for the City of Meriden and has the power to enact, amend, or repeal ordinances consistent with the Connecticut General Statutes and the City Charter. The Council may also create or dissolve by ordinance, boards, commissions, departments, and offices, except those required specifically by the General Statutes or the Charter. Most proposed legislation is referred to the appropriate standing committee for its review and recommendation prior to final approval. The Council is also the City's Zoning Commission.

**Constituent Advocacy** - This is administrative and professional work providing specialized staff assistance to the City Council and Mayor. Work involves responding to citizen inquiries and complaints, facilitating solutions and mediating between citizens and government officials, and performing other tasks as assigned by the City Council members and the Mayor.

**Financial Planning** - The Council has the exclusive fiscal and budget-making authority of the City. It has the authority to set the charges to be made for all City services. The Council has the authority to approve capital expenditures. The Council has the power to levy taxes on real and personal property within the City to finance municipal operations.

**HIGHLIGHT OF CHANGES:** No changes.

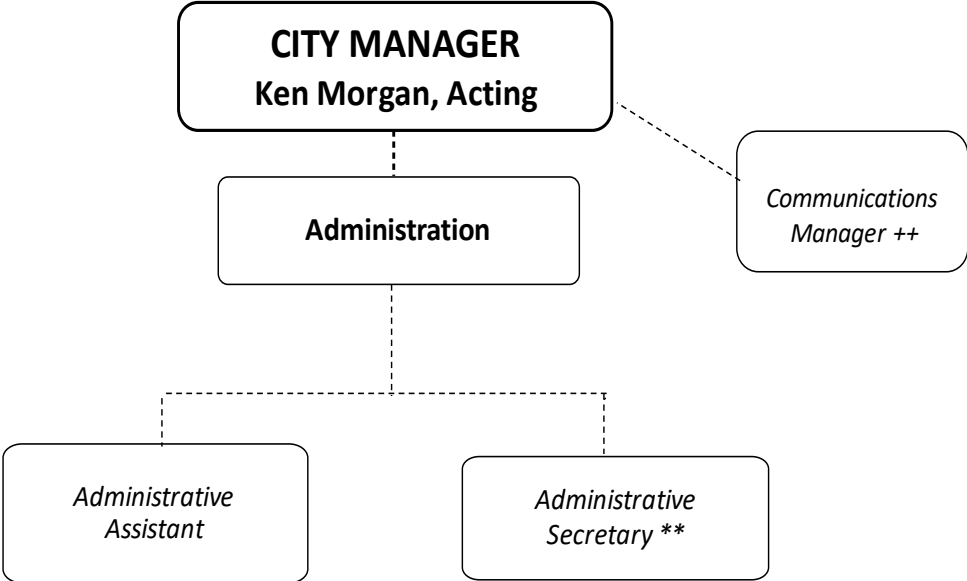
<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
	2	2	2



Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>COUNCIL (0110)</b>						
COUNCIL ELECTED	0001	0110	188	100.000	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	5,800.00	
COUNCIL ELECTED	0001	0110	188	100.000	2,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	4,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	4,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	2,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	2,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	5,800.00	
COUNCIL ELECTED	0001	0110	188	100.000	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.000	3,400.00	
MAYOR ELECTED	0001	0110	188	100.000	16,788.00	69,388.00
CONSTITUENT CASEWORKER	0001	0110	190	100.000	49,276.82	49,276.82
CLERK TO THE CITY COUNCIL	0001	0110	196	100.000	70,413.71	70,413.71
					<b>189,078.53</b>	<b>189,078.53</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>EXPENDITURES</b>														
<b>ADMINISTRATION</b>														
<b>COUNCIL (0110)</b>														
0001-0110-40-0-0000-188	ELECTED OFFICIALS	69,388	67,221	68,388	71,111	65,388	33,106	66,211	69,388	71,388	6,000	9.18%		
0001-0110-40-0-0000-190	ADMINISTRATIVE	41,236	44,640	46,968	48,339	49,225	26,461	49,277	49,277	49,277	52	0.11%		
0001-0110-40-0-0000-191	OVERTIME CONTINGENCY				-	-	4,375	4,375	-	-	-	#DIV/0!		
0001-0110-40-0-0000-196	MME	68,337	71,970	66,556	73,893	69,143.00	37,128	69,142	70,414	70,414	1,271	1.84%		
0001-0110-40-0-0000-386	COUNCIL OF GOVERNMENTS	16,000	16,300	16,300	16,300	16,300	-	16,300	16,300	16,300	-	0.00%		
0001-0110-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	33,390	31,453	23,400	28,673	23,400	11,924	23,400	23,400	23,400	-	0.00%		
0001-0110-40-0-0000-640	MEETINGS & MEMBERSHIPS	3,536	2,935	4,500	2,460	3,500	830	3,500	4,500	3,000	(500)	-14.29%		
<b>***** Cost Center Total ***** Council</b>		<b>231,887</b>	<b>234,520</b>	<b>226,112</b>	<b>240,776</b>	<b>226,956</b>	<b>113,824</b>	<b>232,205</b>	<b>233,279</b>	<b>233,779</b>	<b>6,823</b>	<b>3.01%</b>		

**STAFFING: CITY MANAGER**



**\*\* 60% of salary pd from CD, 40% from General Fund;  
administrative support to Economic Development and  
Grants Administrator**

**++ direct support to City Manager and  
Director of IT Manager**

**DEPARTMENT: CITY MANAGER - BUDGET CODE: 0001-0120**

**DESCRIPTION:**

**Administration:** The City Manager and staff are responsible for the administration of City government except Education. This includes coordination of all departmental assignments, intergovernmental relations, analysis of municipal issues, development of policy recommendations to the City Council, and preparation and oversight of the City budget. The City Manager is directly responsible to the Meriden City Council and is responsible for implementation of policies established by the Meriden City Council.

**Citizen Inquiry Services:** Citizen inquiries are received and processed continually throughout the year directly by the City Manager or by the staff.

**HIGHLIGHT OF CHANGES:** No Changes

**EMPLOYEES:**

**FY 17**  
7\*

**FY 18**  
3\*

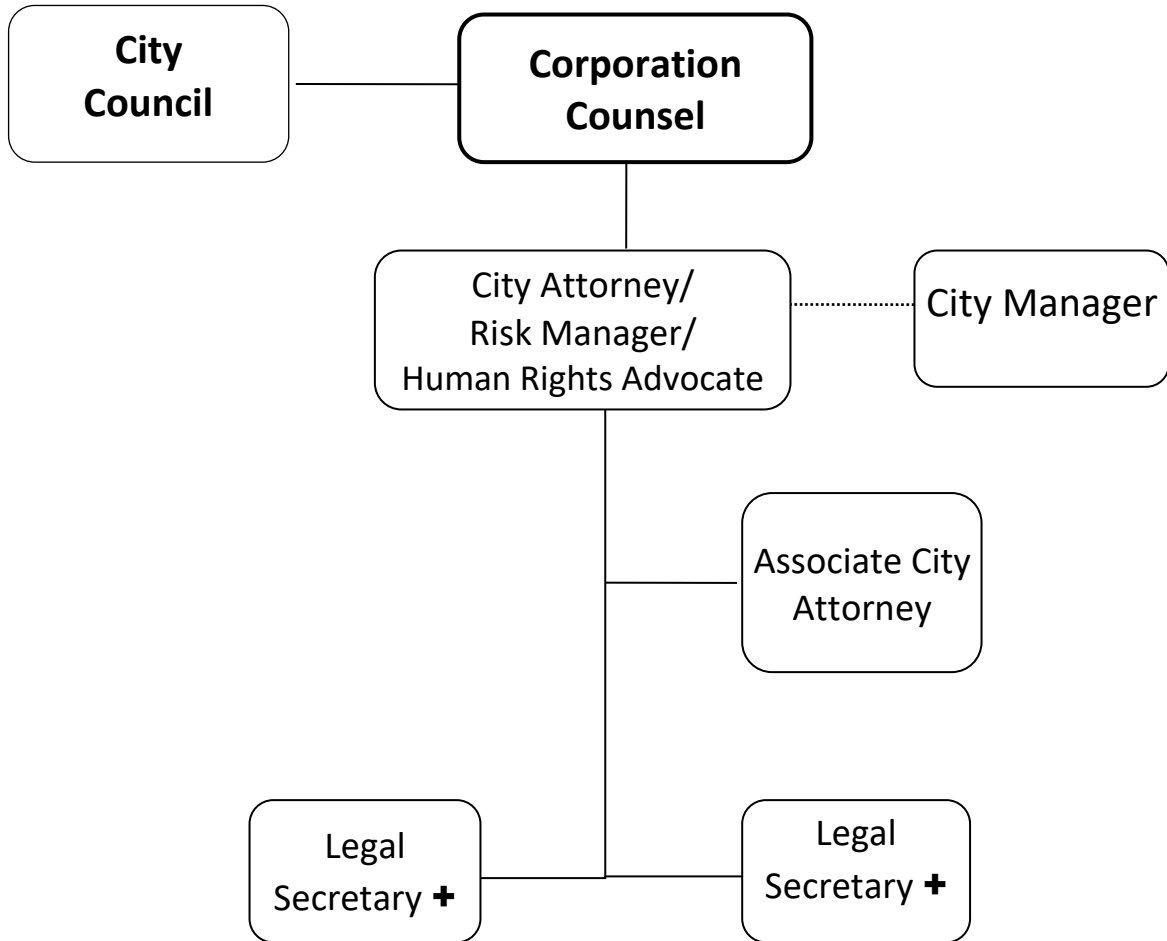
**FY 19**  
3\*

\* Administrative Secretary's salary is funded 60% from CD, 40% from General Fund and provides clerical support to Economic Development and Grants Administrator.

Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>CITY MANAGER (0120)</b>						
<b>CITY MANAGER</b>	<b>0001</b>	<b>0120</b>	<b>190</b>	<b>100.000</b>	<b>165,453.20</b>	
<b>COMMUNICATIONS MANAGER</b>	<b>0001</b>	<b>0120</b>	<b>190</b>	<b>50.000</b>	<b>37,603.08</b>	<b>203,056.28</b>
<b>ADMINISTRATIVE ASSISTANT</b>	<b>0001</b>	<b>0120</b>	<b>196</b>	<b>100.000</b>	<b>70,413.71</b>	
<b>ADMINISTRATIVE SECRETARY</b>	<b>0001</b>	<b>0120</b>	<b>196</b>	<b>40.000</b>	<b>25,779.43</b>	<b>96,193.14</b>
					<b>299,249.42</b>	<b>299,249.42</b>
<b>ADMINISTRATIVE SECRETARY</b>	<b>1112</b>	<b>0120</b>	<b>190</b>	<b>60.000</b>	<b>38,669.14</b>	
<b>COMMUNICATIONS MANAGER</b>	<b>0001</b>	<b>0270</b>	<b>190</b>	<b>50.000</b>	<b>37,603.08</b>	
					<b>76,272.22</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
CITY MANAGER (0120)														
0001-0120-40-0-0000-189	SEASONAL WORKERS	-	-	-	-	-	121	121	-	-	-	#DIV/0!		
0001-0120-40-0-0000-190	ADMINISTRATIVE	322,822	331,255	333,311	474,074	203,057	110,815	226,366	203,057	203,057	-	0.00%		
0001-0120-40-0-0000-191	OVERTIME CONTINGENCY				-		1,034	1,034	-	-	-	#DIV/0!		
0001-0120-40-0-0000-196	MME	89,830	92,110	90,925	92,869	94,459.00	50,223	93,528	96,194	96,194	1,735	1.84%		
0001-0120-40-0-0000-198	SUPERVISORS	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0120-40-0-0000-240	DEFERRED COMPENSATION	12,548	12,604	12,500	9,235	8,247	4,531	8,438	8,247	8,247	-	0.00%		
0001-0120-40-0-0000-352	VEHICLE MAINTENANCE	3,600	3,600	3,600	3,850	3,600	1,500	2,571	3,600	3,600	-	0.00%		
0001-0120-40-0-0000-390	MANAGEMENT NON UNION	-	-	50,000	-	40,000	-	-	50,000	40,000	-	0.00%		
0001-0120-40-0-0000-394	RECRUITMENT	-	19,460	-	12,153	-	-	-	-	-	-	#DIV/0!		
0001-0120-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	43,195	15,384	29,000	10,284	12,500	1,451	12,500	12,500	10,000	(2,500)	-20.00%		
0001-0120-40-0-0000-640	MEMBERSHIP & MEETINGS	45,058	42,940	44,800	45,258	44,800	43,439	44,800	44,800	44,800	-	0.00%		
<b>***** Cost Center Total ***** City Manager</b>		<b>517,053</b>	<b>517,352</b>	<b>564,136</b>	<b>647,724</b>	<b>406,663</b>	<b>213,114</b>	<b>389,357</b>	<b>418,398</b>	<b>405,898</b>	<b>(765)</b>	<b>-0.19%</b>		

STAFFING: LEGAL



+ additional responsibilities include support to risk management

**DEPARTMENT: LEGAL - BUDGET CODE: 0001-0140**

**DESCRIPTION:**

**Legal Counsel:** The Corporation Counsel and staff serve as legal counsel to the City's elected and appointed officials and employees. Legal opinions and advice are given regarding the application of federal, state and local regulations to questions that may arise in relation to the duties and responsibilities of public officials.

**Litigation:** The Law Department handles claims and lawsuits filed against the City, its public officials and employees. It represents the City in legal actions initiated by the City to enforce City ordinances, to protect City interests in contractual matters, or to collect debts owed to the City. Representation is provided either directly by Department staff members, through cooperation with counsel provided through insurance coverage or, in certain specialized matters, through outside counsel with particular expertise.

**Document Preparation:** The Law Department prepares and reviews contracts, agreements, deeds, leases and other documents, and prepares or reviews ordinances and resolutions submitted to the City Council.

**Claims Resolution:** The Law Department reviews, processes and defends claims filed against the City, procures insurance coverage, and supervises the resolution of all claims.

**Human Rights Advocacy:** Funding for the position of Human Rights Advocate is included in the Law Department's budget. Supervision for this position is provided by the City Manager. The Human Rights Advocate is responsible for assisting in the compliance and enforcement of the City's human rights ordinances, and state and federal laws regulating discriminatory employment, public accommodations and housing laws, the Americans with Disabilities Act, as well as other state and federal regulations, and serves as staff liaison to various City boards and commissions.

**Risk Management & Insurance:** The Law Department is responsible for the City's Comprehensive Risk Management and Insurance Program. The purpose of this program is to eliminate or minimize all potential risk of loss affecting the City and its operations. Specific program components include management of the City's Street & Sidewalk program, the negotiation and placement of municipal insurance coverage, determination of appropriate insurance coverage for municipal contracts, and various risk management and safety activities.

**HIGHLIGHT OF CHANGES:**

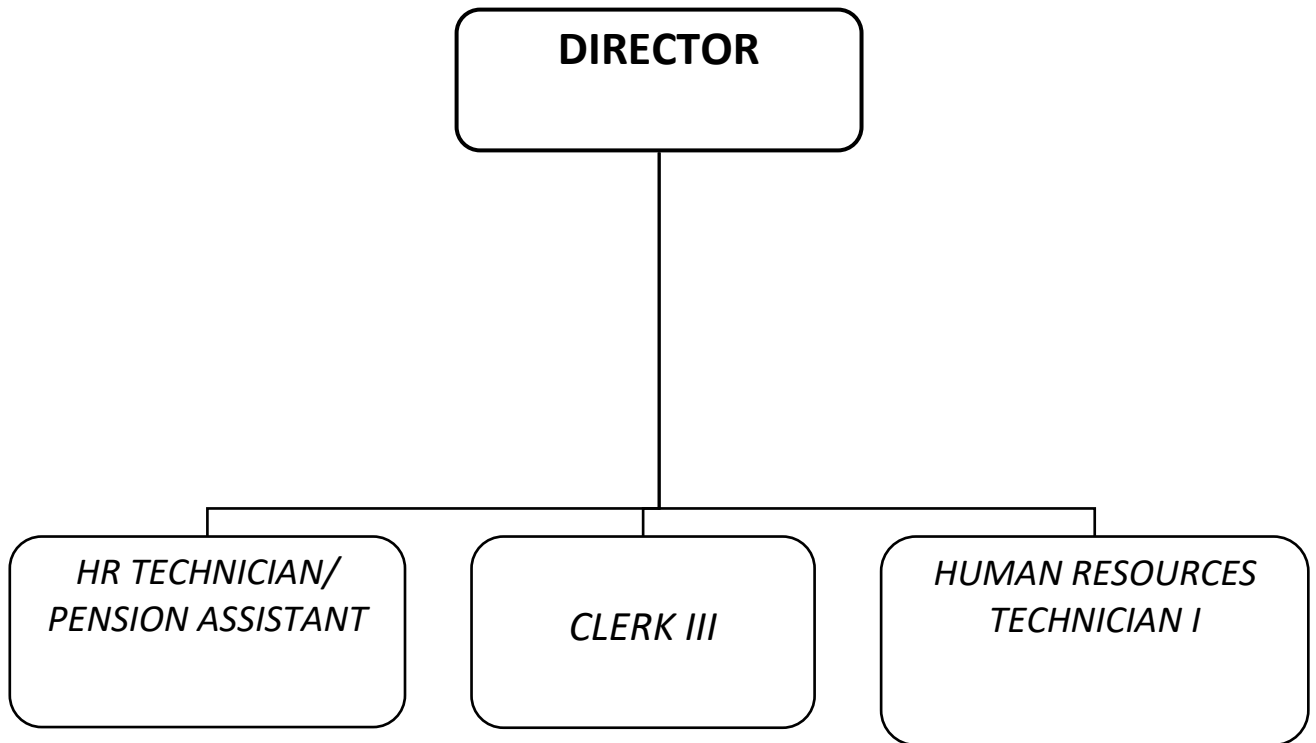
<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
Attorneys	3	3	2
Legal Secretaries	2	2	2
Corporation Counsel (PT)	1 (PT)	1 (PT)	1 (PT)



Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>LEGAL (0130)</b>						
<b>ASSOCIATE CITY ATTORNEY</b>	<b>0001</b>	<b>0130</b>	<b>190</b>	<b>100.000</b>	<b>109,982.32</b>	
<b>CITY ATTORNEY</b>	<b>0001</b>	<b>0130</b>	<b>190</b>	<b>100.000</b>	<b>128,750.36</b>	
<b>CORPORATION COUNSEL</b>	<b>0001</b>	<b>0130</b>	<b>190</b>	<b>100.000</b>	<b>29,079.55</b>	<b>267,812.23</b>
<b>LEGAL SECRETARY</b>	<b>0001</b>	<b>0130</b>	<b>196</b>	<b>100.000</b>	<b>70,413.71</b>	
<b>LEGAL SECRETARY</b>	<b>0001</b>	<b>0130</b>	<b>196</b>	<b>100.000</b>	<b>70,413.71</b>	<b>140,827.42</b>
					<b>408,639.65</b>	<b>408,639.65</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance	
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee
LEGAL (0130)													
0001-0130-40-0-0000-189	SEASONAL WORKERS	3,176	2,224	-	1,704	3,000	1,596	2,971	3,000	3,000	-	0.00%	
0001-0130-40-0-0000-190	ADMINISTRATIVE	250,738	256,928	257,231	263,724	263,648	144,927	269,889	267,813	267,813	4,165	1.58%	
0001-0130-40-0-0000-191	OVERTIME CONTINGENCY	2,421	13	-	13	-	2,187	2,187	-	-	-	#DIV/0!	
0001-0130-40-0-0000-196	MME	130,604	133,799	133,111	135,999	74,852	74,223	138,222	140,828	140,828	65,976	88.14%	
0001-0130-40-0-0000-198	SUPERVISORS	83,842	90,212	93,621	51,376	-	-	-	-	-	-	#DIV/0!	
0001-0130-40-0-0000-352	VEHICLE MAINTENANCE	-	-	-	-	-	-	-	-	-	2,400	#DIV/0!	
0001-0130-40-0-0000-356	STREETS & SIDEWALKS	165	3,188	10,000	7,337	8,000	4,394	8,000	10,000	8,000	-	0.00%	
0001-0130-40-0-0000-357	ATTORNEY FEES	582,890	267,287	325,000	597,643	365,000	187,406	600,000	600,000	500,000	135,000	36.99%	
0001-0130-40-0-0000-390	ASSESSMENT APPEALS FEES	55,769	31,808	30,000	24,600	55,000	13,375	55,000	40,000	40,000	(15,000)	-27.27%	
0001-0130-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	36,443	20,975	29,000	21,728	29,000	14,353	29,000	30,000	27,600	(1,400)	-4.83%	
0001-0130-40-0-0000-640	MEMBERSHIPS & MEETINGS	4,096	3,938	4,500	2,203	4,500	1,877	4,500	4,500	4,500	-	0.00%	
<b>***** Cost Center Total ***** Law</b>		<b>1,150,144</b>	<b>810,373</b>	<b>882,463</b>	<b>1,106,327</b>	<b>803,000</b>	<b>444,338</b>	<b>1,109,770</b>	<b>1,096,141</b>	<b>994,141</b>	<b>191,141</b>	<b>23.80%</b>	

STAFFING: PERSONNEL/HUMAN RESOURCES



**DEPARTMENT: PERSONNEL/HUMAN RESOURCES – BUDGET CODE: 0001-0150**

**DESCRIPTION:**

The Personnel/Human Resources Department is a proactive strategic partner providing quality support and advice with integrity, responsiveness, and sensitivity to all 600+ employees of the City of Meriden CT. We are committed to providing innovative human resource solutions as well as maximizing the value of our greatest asset - our employees. The Department will also continue to ensure a valued work force in a safe and discrimination free environment by maintaining compliance with employment laws and bargaining unit contracts; providing management and employee training; and developing and updating policies and procedures while reducing spending and controlling costs. The Department continues to serve as a source of information and expertise in all areas of Personnel/Human Resource Management in order to maintain effective, supportive and legal working environments throughout the City.

**HIGHLIGHT OF CHANGES:** No changes projected.

**EMPLOYEES:**

**FY 17**

**FY 18**

**FY 19 PROPOSED**

3

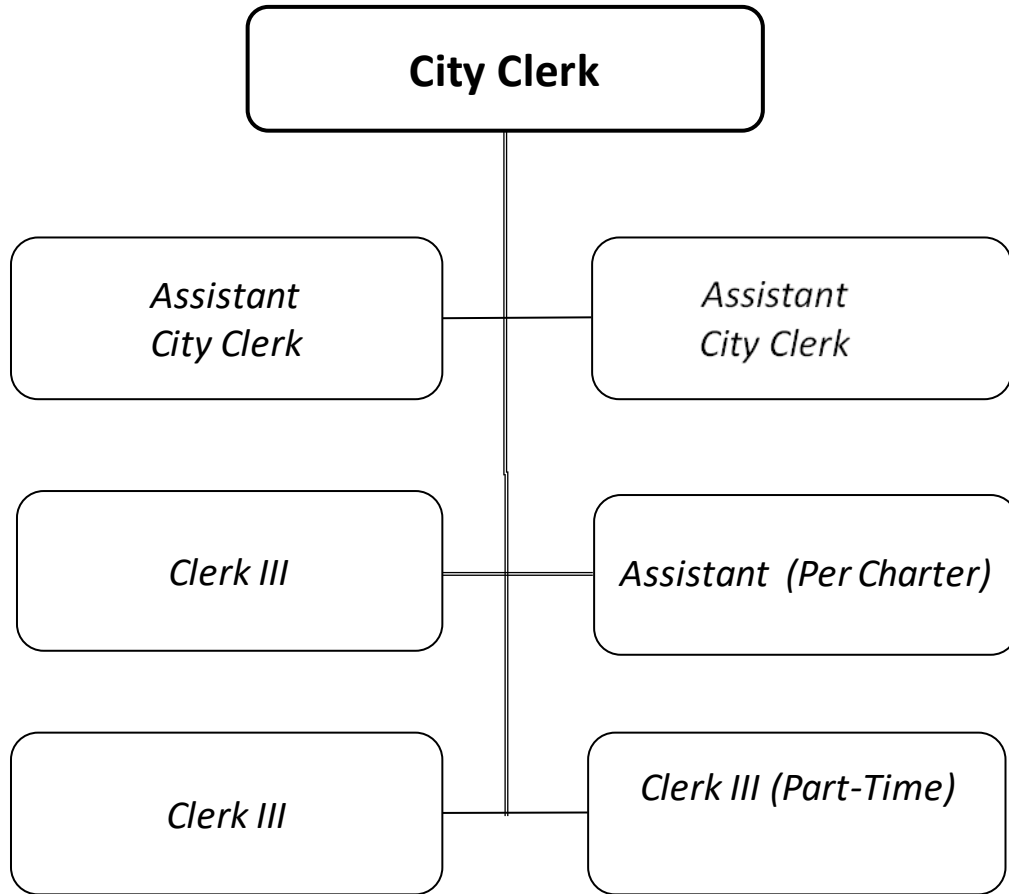
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3

Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>PERSONNEL (0150)</b>						
DIRECTOR OF HUMAN RESOURC	0001	0150	190	100.000	115,316.02	
PERSONNEL TECHNICIAN I	0001	0150	190	100.000	53,145.56	168,461.58
CLERK III	0001	0150	196	100.000	59,192.57	59,192.57
					227,654.15	227,654.15
PERSONNEL TECHNICIAN I	0503	3910	***	66.666%*****	-	
HR TECH II/PENSION ASSIST	0620	0210	196	33.333	19,708.35	
HR TECH II/PENSION ASSIST	0621	0210	196	33.333	19,708.35	
HR TECH II/PENSION ASSIST	0622	0210	196	33.333	19,708.35	
					59,125.04	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance	
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee
<b>HUMAN RESOURCES (0150)</b>													
0001-0150-40-0-0000-189	SEASONAL WORKERS	6,692	12,738	5,500	10,383	5,000	9,587	17,854	12,000	5,000	-	0.00%	
0001-0150-40-0-0000-190	ADMINISTRATION	172,923	176,990	176,017	241,645	164,007	73,135	156,195	168,462	168,462	4,455	2.72%	
0001-0150-40-0-0000-191	OVERTIME CONTINGENCY	52	-	-	1,668	1	-	-	1	1	-	0.00%	
0001-0150-40-0-0000-196	MME	54,864	62,909	55,918	57,100	58,092	31,203	58,108	59,193	59,193	1,101	1.90%	
0001-0150-40-0-0000-210	EAP SERVICES	4,144	4,274	4,964	4,551	4,500	4,404	4,404	4,964	4,964	464	10.31%	
0001-0150-40-0-0000-352	VEHICLE MAINTENANCE	-	-	-	-	-	-	-	-	2,400	2,400	#DIV/0!	
0001-0150-40-0-0000-357	FEES	2,425	9,250	2,000	4,550	2,000	1,202	2,000	2,000	2,000	-	0.00%	
0001-0150-40-0-0000-381	TRAINING	0	-	-	40	1,800	-	1,800	1,500	1,500	(300)	-16.67%	
0001-0150-40-0-0000-384	TUITION REIMBURSEMENT	11,229	14,875	11,000	18,038	11,000	14,319	14,319	11,000	12,000	1,000	9.09%	
0001-0150-40-0-0000-390	PHYSICALS	-	-	-	-	-	-	-	-	1,500	1,500	#DIV/0!	
0001-0150-40-0-0000-391	ALCOHOL/DRUG TESTING	7,783	7,650	7,500	8,289	7,600	3,950	7,600	7,600	6,600	(1,000)	-13.16%	
0001-0150-40-0-0000-440	OFFICE EXPENSE & SUPPLY	8,903	9,911	8,500	9,072	8,000	3,910	8,000	9,000	5,000	(3,000)	-37.50%	
0001-0150-40-0-0000-640	MEETINGS & MEMBERSHIPS	3,582	2,745	4,000	1,776	2,500	445	2,500	3,000	2,500	-	0.00%	
<b>***** Cost Center Total ***** Human Resources</b>		<b>272,597</b>	<b>301,342</b>	<b>275,399</b>	<b>357,112</b>	<b>264,500</b>	<b>142,156</b>	<b>272,780</b>	<b>278,720</b>	<b>271,120</b>	<b>6,620</b>	<b>2.50%</b>	

STAFFING: CITY CLERK



**DEPARTMENT: CITY CLERK - BUDGET CODE: 0001-0170**

**DEPARTMENT DESCRIPTION**

**Land Records:** Mandated by Connecticut General Statutes the Clerk’s office is responsible for all land records and maps. The indexing of such records must be kept current instantly, and be available for public inspection during regular working hours.

**Vital Records:** In accordance with Connecticut State Statutes, the staff is responsible to accurately record all births, marriages and deaths, which occur in the City. Permits for burials, cremations and disinterment’s are issues from this office. There are thousands of requests each year for certified copies of vital statistic records, resulting in average yearly revenue of \$160,000.

**Exclusive Records and Documents:** All records of public meetings, agenda’s, and minutes are maintained in the clerk’s office for historical purposes. Military discharges and trade name certificates are filed in the clerk’s office as well. State and local conveyance forms and monies are also collected in the clerk’s office.

**Licensing:** Marriage licenses, sports licenses and dog licenses are issued through this office in accordance with appropriate City and State regulations and guidelines.

**Elections:** This office is responsible for election results, issues applications and ballots for absentee electors who are qualified. The Clerk’s office is responsible for publishing all legal notices regarding municipal elections.

**Archives:** It is the responsibility of this department to formulate, implement, and maintain a system for managing public records. The staff assures access to and protects records, reviews and disposes obsolete records.

**HIGHLIGHT OF CHANGES:**

The process for a new land record vendor will affect the FY 19 budget. We hope to have everything completed for a start date of August 2018.

**EMPLOYEES:**

**FY 17**  
5.5

**FY 18**  
5.5

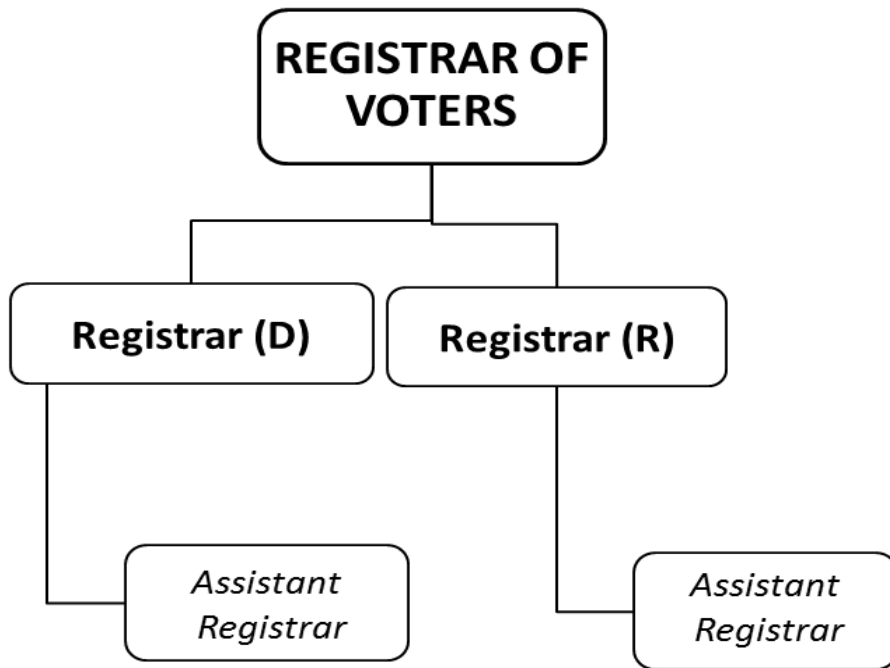
**FY 19 PROPOSED**  
5.5



Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>CITY CLERK (0170)</b>						
<b>CITY CLERK</b>	<b>0001</b>	<b>0170</b>	<b>188</b>	<b>100.000</b>	<b>73,200.75</b>	<b>73,200.75</b>
<b>ASSISTANT CITY CLERK, REG</b>	<b>0001</b>	<b>0170</b>	<b>196</b>	<b>100.000</b>	<b>58,750.46</b>	
<b>ASSISTANT CITY CLERK, REG</b>	<b>0001</b>	<b>0170</b>	<b>196</b>	<b>100.000</b>	<b>64,414.46</b>	
<b>CLERK III</b>	<b>0001</b>	<b>0170</b>	<b>196</b>	<b>100.000</b>	<b>56,689.71</b>	
<b>CLERK III</b>	<b>0001</b>	<b>0170</b>	<b>196</b>	<b>100.000</b>	<b>35,879.50</b>	
<b>CLERK III</b>	<b>0001</b>	<b>0170</b>	<b>196</b>	<b>100.000</b>	<b>50,933.14</b>	<b>266,667.27</b>
					<b>339,868.02</b>	<b>339,868.02</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
CITY CLERK (0170)														
0001-0170-40-0-0000-188	ELECTED OFFICIALS	82,227	78,406	73,197	73,281	77,000	40,117	74,708	73,201	73,201	(3,799)	-4.93%		
0001-0170-40-0-0000-191	OVERTIME CONTINGENCY	6,264	4,232	5,000	2,375	3,000	174	3,000	1,000	1,000	(2,000)	-66.67%		
0001-0170-40-0-0000-192	OTHER NON-UNION	-	-	-	-	-	-	-	38,748	-	-	#DIV/0!		
0001-0170-40-0-0000-196	MME	223,498	230,143	238,832	235,456	257,281	116,562	257,066	266,668	266,668	9,387	3.65%		
0001-0170-40-0-0000-354	LAND RECORDS	47,159	44,562	45,000	39,748	45,000	12,758	45,000	50,000	45,000	-	0.00%		
0001-0170-40-0-0000-355	VITAL STATISTICS	2,437	2,539	2,500	2,293	2,500	338	2,500	2,500	2,500	-	0.00%		
0001-0170-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	12,246	16,858	15,000	14,818	14,250	7,760	14,250	18,000	14,250	-	0.00%		
0001-0170-40-0-0000-446	ELECTIONS	2,954	5,959	4,000	4,565	4,000	3,338	4,000	7,800	6,300	2,300	57.50%		
0001-0170-40-0-0000-640	MEMBERSHIPS & MEETINGS	3,008	2,560	3,300	1,739	2,800	1,291	2,800	3,300	2,800	-	0.00%		
<b>***** Cost Center Total ***** City Clerk</b>		<b>379,793</b>	<b>385,258</b>	<b>386,829</b>	<b>374,276</b>	<b>405,831</b>	<b>182,338</b>	<b>403,325</b>	<b>461,217</b>	<b>411,719</b>	<b>5,888</b>	<b>1.45%</b>		

**STAFFING: ELECTIONS**



**DEPARTMENT: ELECTIONS - BUDGET CODE: 0001-0182**

**DEPARTMENT DESCRIPTION:**

**Registrar of Voters:** There are two elected Registrars. Registrars interpret and administer the State and Federal election laws, regulations and ordinances. The Registrars oversee, administer and conduct all elections, primaries, and special elections held within the City. In that capacity they are responsible for hiring, training, and supervising; overseeing the setup and preparation of all voting machines used, as well as personally conducting a complete final inspection of the machines immediately prior to an election. They are responsible for the proper storage and maintenance of the machines, assuring that the integrity of the machines is never violated.

The Registrars are responsible for all Absentee Ballot counting, including preserving the privacy of the vote and the accuracy of the count. Together, the Registrars must personally conduct Absentee Ballot voting at the qualified Convalescent Homes within the City, prior to the elections. They also conduct special mandated Voter Registration sessions at the High Schools for students and the general public. A canvass of approximately 30,000 voters in the City is completed annually, in addition to the daily updating of all records, which we enter into the State Computer System, our in-house computer system, in addition to the mandated hard copy files.

This office registers and enrolls voters on a daily basis, and provides a variety of information and assistance to voters who call or come to our office during our regular working hours: 9:00 a.m. to 5:00 p.m., and during special evening and Saturday hours prior to elections. The public is also offered a registration by mail service.

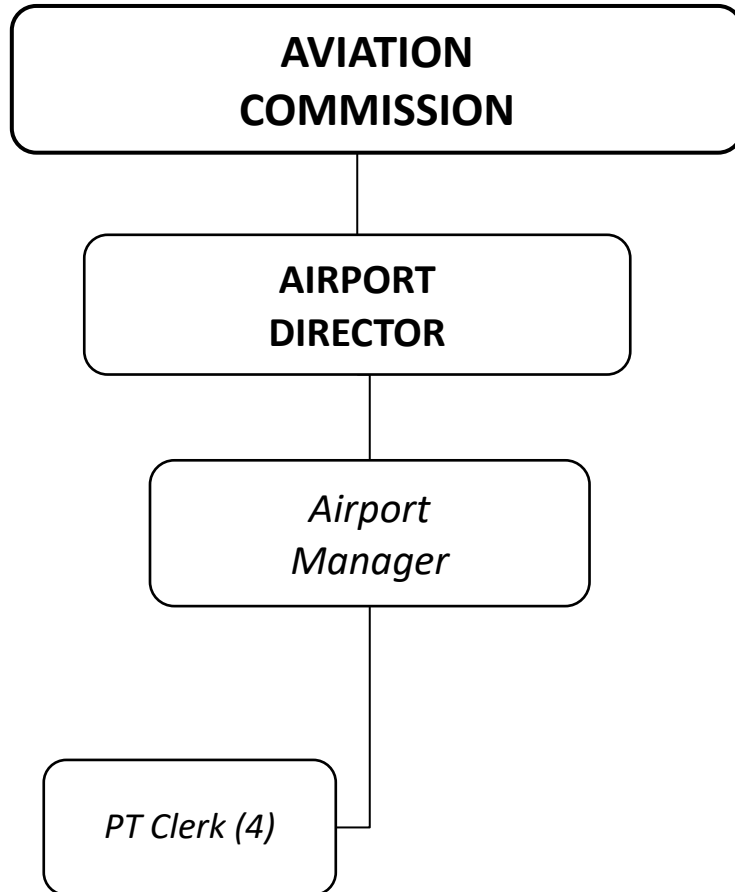
**HIGHLIGHT OF CHANGES:** There are no changes.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
FULL TIME:	2	2	2
PART-TIME:	2	2	2

Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>ELECTIONS (0182)</b>						
REGISTRAR ELECTED	0001	0182	188	100.000	30,010.82	
REGISTRAR ELECTED	0001	0182	188	100.000	30,010.82	60,021.64
ASSISTANT REGISTRAR OF VO	0001	0182	192	100.000	19,146.85	
ASSISTANT REGISTRAR OF VO	0001	0182	192	100.000	18,771.42	37,918.27
					<b>97,939.91</b>	<b>97,939.91</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
ELECTIONS (0182)														
0001-0182-40-0-0000-188	ELECTED OFFICIALS	57,037	57,270	57,071	59,531	57,071	32,231	60,022	60,022	60,022	2,951	5.17%		
0001-0182-40-0-0000-189	SEASONAL WORKERS	4,086	4,145	-	3,776	-	3,263	5,149	-	-	-	#DIV/0!		
0001-0182-40-0-0000-192	OTHER NON-UNION	44,350	35,547	36,619	53,382	43,149	24,945	46,454	61,384	47,000	3,851	8.92%		
0001-0182-40-0-0000-196	MME	-	10,266	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0182-40-0-0000-390	PRIMARIES	36,755	49,987	35,000	12,481	35,000	14,110	14,110	65,000	65,000	30,000	85.71%		
0001-0182-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	10,479	9,788	12,500	17,640	11,000	4,314	11,000	20,000	11,000	-	0.00%		
0001-0182-40-0-0000-446	ELECTIONS	62,970	68,625	80,000	64,560	65,000	48,221	48,221	70,000	70,000	5,000	7.69%		
0001-0182-40-0-0000-640	MEMBERSHIPS & MEETINGS	2,080	820	5,500	5,434	5,500	450	5,500	2,000	2,000	(3,500)	-63.64%		
<b>***** Cost Center Total ***** Elections</b>		<b>217,757</b>	<b>236,446</b>	<b>226,690</b>	<b>216,803</b>	<b>216,720</b>	<b>127,535</b>	<b>190,456</b>	<b>278,406</b>	<b>255,022</b>	<b>38,302</b>	<b>17.67%</b>		

STAFFING: AIRPORT/MERIDEN-MARKHAM



**DEPARTMENT: AVIATION - BUDGET CODE: 0001-0181**

**DESCRIPTION:**

The Meriden Markham Airport provides a public service for general aviation. The airport offers both hangar and tie-down rental service for year round tenants.

Other services on the field include a Flight School, a full time Maintenance Shop, and fuel available 24/7. The airport also caters to transient aircraft; helicopters and charter service pick up and drop off.

The airport supports two local volunteer organizations: the Experimental Aircraft Association - EAA Chapter 27 and the CT Civil Air Patrol - Silver City Cadet Squadron.

**HIGHLIGHT OF CHANGES:** No changes.

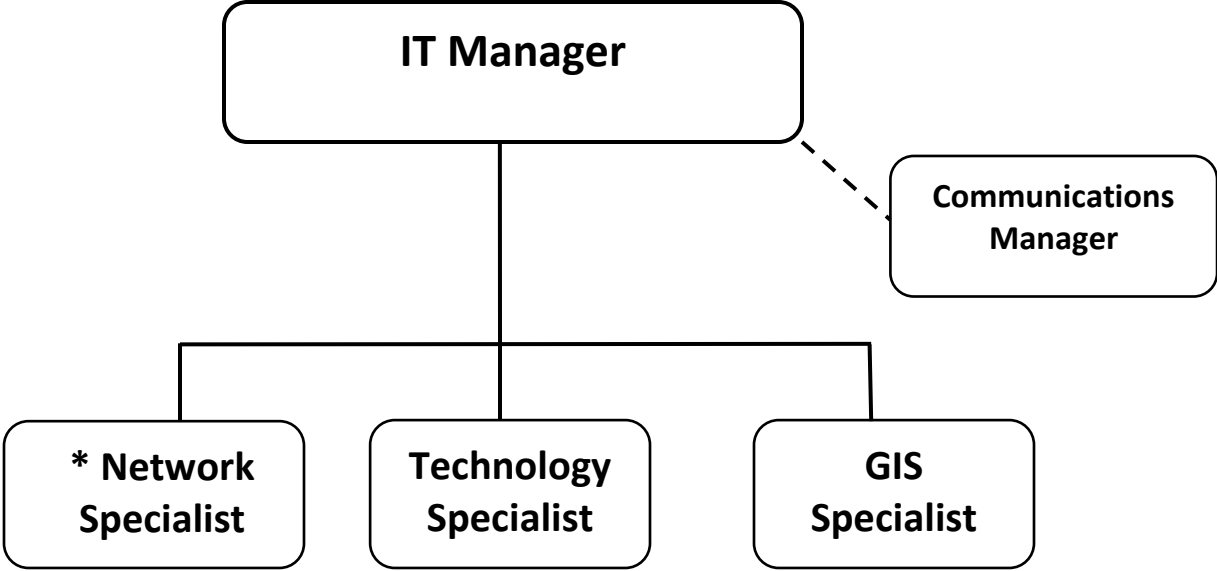
<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
FULL TIME:	1	1	1
PART-TIME:	4	4	4



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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>AVIATION (0181)</b>						
CLERK	0001	0181	189	100.000	8,593.14	
CLERK	0001	0181	189	100.000	10,011.42	
CLERK	0001	0181	189	100.000	8,593.14	27,197.70
AIRPORT MANAGER	0001	0181	198	100.000	51,320.86	51,320.86
CLERK	0001	0181	448	100.000	1,974.91	1,974.91
					<b>80,493.47</b>	<b>80,493.47</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance	
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee
AVIATION (0181)													
0001-0181-40-0-0000-189	SEASONAL WORKERS	57,284	60,694	66,453	33,441	18,942	5,991	11,157	27,198	14,286	(4,656)	-24.58%	
0001-0181-40-0-0000-191	OVERTIME CONTINGENCY	-	-	-	67	800	1,080	2,012	2,332	1,500	700	87.50%	
0001-0181-40-0-0000-198	SUPERVISORS	-	-	-	26,599	49,858	26,063	48,536	51,321	51,321	1,463	2.93%	
0001-0181-40-0-0000-390	OTHER PURCHASED SERVICES	1,028	-	1,500	1,480	1,500	-	1,500	1,500	1,500	-	0.00%	
0001-0181-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	4,186	4,035	4,200	6,457	4,000	365	4,000	4,000	4,000	-	0.00%	
0001-0181-40-0-0000-445	AVIATION MAINTENANCE	67,824	53,848	77,500	67,609	50,000	28,145	65,620	54,500	54,500	4,500	9.00%	
0001-0181-40-0-0000-448	OPERATING COSTS	-	-	-	91	-	-	-	1,975	-	-	#DIV/0!	
0001-0181-40-0-0000-449	FUEL COSTS	235,804	309,527	292,500	260,436	317,000	126,290	220,469	296,000	296,000	(21,000)	-6.62%	
0001-0181-40-0-0000-601	BANKING SERVICES	-	-	-	6	-	6	6	-	-	-	#DIV/0!	
<b>***** Cost Center Total ***** Aviation</b>		<b>366,126</b>	<b>428,105</b>	<b>442,153</b>	<b>396,187</b>	<b>442,100</b>	<b>187,941</b>	<b>353,299</b>	<b>438,826</b>	<b>423,107</b>	<b>(18,993)</b>	<b>-4.30%</b>	

**INFORMATION TECHNOLOGY**



\* Recommendation by Acting City Manager to move position to Fire Department. Will still be available to assist IT as needed.

**DEPARTMENT: INFORMATION TECHNOLOGY - BUDGET CODE: 0001- 0270**

**DESCRIPTION:**

**Information Technology:** The Information Technology (IT) Department is responsible for providing strategic technology direction, centralized IT support, operational policies, standards and coordinating major City-wide initiatives such as a common infrastructure, project management, the City’s website and City-wide application use. The primary goal of the IT Department is to drive efficiency into the organization and facilitate process improvement through the use of technology.

The IT department supports more than 400 desktop/mobile computers, printers, City-wide email system, virtualized server environment, mobile devices, wireless networks and dozens of software applications used by all City Departments. In addition, the IT Department is responsible for all aspects of the Town’s infrastructure including the local area network (LAN), wide area network (WAN), network security, data backup and restoration.

**HIGHLIGHT OF CHANGES:** City Manager recommending Information Technology Department it's own department as previous years.

**EMPLOYEES:**

**FY 17**

**FY 18**

**FY 19 PROPOSED**

5 Full Time

5 Full Time

5 Full Time

Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>INFORMATION TECHNOLOGY (0270)</b>						
COMMUNICATIONS MANAGER	0001	0270	190	50.000	37,603.08	
DIRECTOR OF FACILITIES &	0001	0270	190	50.000	-	37,603.08
NETWORK SUPPORT SPECIALIS	0001	0270	196	100.000	88,893.14	88,893.14
GIS SPECIALIST	0001	0270	198	100.000	95,713.43	
MANAGER OF IT SERVICES	0001	0270	198	100.000	106,140.80	
TECHNOLOGY SPECIALIST	0001	0270	198	100.000	87,808.57	289,662.80
					<b>416,159.02</b>	<b>416,159.02</b>
<b>COMMUNICATIONS MANAGER</b>						
COMMUNICATIONS MANAGER	0001	0120	190	50.000	37,603.08	
DIRECTOR OF FACILITIES &	0001	3360	190	50.000	-	
					<b>37,603.08</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
TECHNOLOGY														
INFORMATION TECHNOLOGY (0270)														
0001-0270-40-0-0000-190	ADMINISTRATIVE	110,073	113,160	112,300	156,298	200,043	52,738	98,211	97,768	37,604	(162,439)	-81.20%		
0001-0270-40-0-0000-191	OVERTIME CONTINGENCY	34	9	500	124	500	21	21	500	500	-	0.00%		
0001-0270-40-0-0000-196	MME	154,509	158,308	157,451	153,672	163,571	46,872	87,287	88,894	-	(163,571)	-100.00%		
0001-0270-40-0-0000-198	SUPERVISORS	172,413	176,567	179,482	207,747	183,522	152,354	283,720	289,663	386,266	202,744	110.47%		
0001-0270-40-0-0000-325	RENTALS	381,836	384,141	383,920	400,013	383,920	253,217	383,920	388,750	388,750	4,830	1.26%		
0001-0270-40-0-0000-353	TELEPHONES	138,270	136,255	177,921	141,559	133,400	106,302	133,400	172,400	163,400	30,000	22.49%		
0001-0270-40-0-0000-381	TRAINING	4,250	4,500	4,250	4,577	12,500	6,011	12,500	12,500	12,500	-	0.00%		
0001-0270-40-0-0000-391	VIDEO SERVICES	19,650	20,350	21,000	17,700	21,000	3,000	21,000	21,000	21,000	-	0.00%		
0001-0270-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	5,583	4,888	6,000	6,715	5,685	2,945	5,685	5,800	11,800	6,115	107.56%		
0001-0270-40-0-0000-510	SOFTWARE	8,499	8,175	8,500	2,440	8,000	3,570	8,000	8,000	8,000	-	0.00%		
0001-0270-40-0-0000-640	MEMBERSHIP & MEETINGS	2,436	2,634	2,630	1,595	2,755	430	2,755	4,000	2,750	(5)	-0.18%		
<b>***** Cost Center Total ***** Information Technology</b>		<b>997,553</b>	<b>1,008,988</b>	<b>1,053,954</b>	<b>1,092,440</b>	<b>1,114,896</b>	<b>627,459</b>	<b>1,036,499</b>	<b>1,089,275</b>	<b>1,032,570</b>	<b>(82,326)</b>	<b>-7.38%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance	
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee
<b>TRANSFERS OUT</b>													
0001-5250-40-0-0000-699	TRANSFERS OUT	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
<b>***** Cost Center Total ***** Transfers</b>		-	-	-	-	-	-	-	-	-	-	#DIV/0!	
<b>INSURANCE (0212)</b>													
0001-0212-40-0-0000-460	BOILERS & MACHINERY	-	-	6,594	6,594	20,520	20,520	20,520	22,059	22,059	1,539	7.50%	
0001-0212-40-0-0000-461	BONDS MONEY & SECURITIES	1,034	-	4,216	1,782	2,466	2,466	2,466	2,651	2,651	185	7.50%	
0001-0212-40-0-0000-462	FIRE & VANDALISM	191,662	216,529	228,333	228,333	168,760	168,760	168,760	181,417	181,417	12,657	7.50%	
0001-0212-40-0-0000-463	LIABILITY INSURANCE	985,370	1,042,788	1,008,257	1,022,922	822,089	824,388	824,388	883,746	833,746	11,657	1.42%	
0001-0212-40-0-0000-469	POLICE PROFESS LIAB	136,369	139,558	127,392	127,392	123,359	123,359	123,359	132,611	132,611	9,252	7.50%	
0001-0212-40-0-0000-470	PUB OFFICIAL LIAB	66,896	60,861	92,485	92,485	51,995	51,995	51,995	55,895	55,895	3,900	7.50%	
0001-0212-40-0-0000-476	WORKERS COMP INDEMNITY P	2,878,398	2,596,083	2,314,149	2,170,978	2,314,149	2,314,149	2,314,149	2,679,264	2,679,264	365,115	15.78%	
0001-0212-40-0-0000-479	WORKERS COMP EXCESS LIAB	121,485	122,679	137,887	138,145	216,065	216,065	216,065	232,270	232,270	16,205	7.50%	
<b>***** Cost Center Total ***** Insurance</b>		<b>4,381,214</b>	<b>4,178,498</b>	<b>3,919,313</b>	<b>3,788,631</b>	<b>3,719,403</b>	<b>3,721,702</b>	<b>3,721,702</b>	<b>4,189,913</b>	<b>4,139,913</b>	<b>420,510</b>	<b>11.31%</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
BENEFITS (0213)														
0001-0213-40-0-0000-201	CITY MEDICAL BENEFITS	4,860,242	5,040,676	4,511,604	5,117,211	7,077,322	3,604,369	7,077,322	8,473,465	8,473,465	1,396,143	19.73%		
0001-0213-40-0-0000-202	POST RETIREMENT (OPEB)	3,220,997	2,987,855	2,992,170	2,192,170	400,000	200,000	200,000	400,000	400,000	-	0.00%		
0001-0213-40-0-0000-207	LIFE INSURANCE	101,983	113,172	109,972	115,520	115,350	64,224	119,601	127,500	120,000	4,650	4.03%		
0001-0213-40-0-0000-220	LONGEVITY	156,430	155,546	155,550	170,128	173,150	162,717	162,717	74,450	74,450	(98,700)	-57.00%		
0001-0213-40-0-0000-231	EMPLOYEE RETIREMENT	1,998,382	2,830,308	2,888,372	2,888,372	3,601,794	1,800,897	3,601,794	3,468,753	3,468,753	(133,041)	-3.69%		
0001-0213-40-0-0000-235	DEFINED CONTRIB PLAN EXP	256,796	331,338	320,000	441,717	500,000	264,159	491,930	700,000	700,000	200,000	40.00%		
0001-0213-40-0-0000-236	POLICE DEFINED CONTRIB PLA	5,537	7,936	9,500	13,770	25,000	8,848	16,477	25,000	25,000	-	0.00%		
0001-0213-40-0-0000-237	FIRE DEFINED CONTRIB PLAN	-	-	-	498	3,000	613	1,142	10,000	10,000	7,000	233.33%		
0001-0213-40-0-0000-241	UNEMPLOYMENT COMPENSAT	150,359	111,102	150,000	132,558	140,000	133,321	210,958	179,000	170,000	30,000	21.43%		
0001-0213-40-0-0000-242	UNUSED SICK LEAVE	350,177	351,486	352,000	346,824	346,000	357,763	357,763	356,675	356,675	10,675	3.09%		
0001-0213-40-0-0000-244	SOCIAL SECURITY	2,968,975	3,083,597	3,154,266	3,280,905	3,100,187	1,816,165	3,340,768	3,100,187	3,100,187	-	0.00%		
0001-0213-40-0-0000-250	POLICE BENEFITS	904,809	982,909	958,983	1,243,642	970,000	580,132	1,008,430	2,803,692	1,001,000	31,000	3.20%		
0001-0213-40-0-0000-254	POLICE RETIREMENT	4,227,288	4,441,422	4,464,984	4,464,984	4,769,583	2,384,792	4,769,583	4,769,583	4,769,583	-	0.00%		
0001-0213-40-0-0000-260	FIRE BENEFITS	1,226,546	1,136,390	1,204,576	1,234,896	1,205,000	820,001	1,101,794	1,318,737	1,175,000	(30,000)	-2.49%		
0001-0213-40-0-0000-264	FIRE RETIREMENT	2,823,649	3,040,690	3,054,069	3,054,069	3,201,799	1,600,899	3,201,799	3,201,799	3,201,799	-	0.00%		
0001-0213-40-0-0000-277	POLICE LONGEVITY	-	-	-	-	-	-	-	49,000	49,000	49,000	#DIV/0!		
0001-0213-40-0-0000-278	FIRE LONGEVITY	-	-	-	-	-	-	-	39,267	39,267	39,267	#DIV/0!		
0001-0213-40-0-0000-282	UNIFORMS GUARDS	687	2,486	3,250	2,526	1,000	-	1,000	1,000	1,000	-	0.00%		
***** Cost Center Total ***** Employee Benefits		23,252,857	24,616,913	24,329,296	24,699,788	25,629,185	13,798,901	25,663,078	29,098,108	27,135,179	1,505,994	5.88%		



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
GENERAL ADMINISTRATION (0214)														
0001-0214-40-0-0000-310	TRANSIT	252,982	308,583	291,653	236,567	295,000	169,428	295,000	295,000	295,000	-	0.00%		
0001-0214-40-0-0000-331	PUPIL TRANSPORTATION	954,456	1,030,283	1,049,309	1,055,246	1,080,789	644,971	1,081,246	1,104,177	1,104,177	23,388	2.16%		
0001-0214-40-0-0000-340	ADVERTISING,PRINTING,BINDIN	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-341	STREET LIGHTING	688,791	-	-	438,439	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-342	WATER	168,786	194,734	215,000	232,011	275,000	127,966	225,000	184,000	184,000	(91,000)	-33.09%		
0001-0214-40-0-0000-343	HYDRANTS	65,000	65,000	65,000	65,000	65,000	-	65,000	65,000	65,000	-	0.00%		
0001-0214-40-0-0000-344	SEWERS	125,489	132,090	140,000	135,899	211,850	84,475	191,850	135,800	135,800	(76,050)	-35.90%		
0001-0214-40-0-0000-369	PLATT BAND UNIFORM	-	-	5,000	5,000	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-371	MALONEY SCHOLARSHIP	24,000	24,000	24,000	24,000	24,000	18,000	24,000	24,000	24,000	-	0.00%		
0001-0214-40-0-0000-372	VETERANS ORGANIZATION	13,098	14,869	18,000	18,000	15,000	12,599	15,000	15,000	14,000	(1,000)	-6.67%		
0001-0214-40-0-0000-374	AMBULANCE	149,257	149,257	153,735	153,735	153,735	115,301	153,735	153,735	153,735	-	0.00%		
0001-0214-40-0-0000-375	EMERGENCY MEDICAL DISPAT	38,723	61,998	38,723	38,723	38,723	19,361	38,723	38,723	38,723	-	0.00%		
0001-0214-40-0-0000-376	NERDEN RTC DAY CAMP	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	-	0.00%		
0001-0214-40-0-0000-388	AUDIT	67,100	76,794	76,000	82,075	81,000	68,175	81,000	81,000	81,000	-	0.00%		
0001-0214-40-0-0000-395	PROBATE COURT	16,145	16,007	15,000	14,519	15,000	7,931	15,000	15,000	15,000	-	0.00%		
0001-0214-40-0-0000-440	ZONING EXP & SUPPLIES & PAF	5,045	5,435	7,500	4,825	5,800	2,643	5,800	5,800	5,800	-	0.00%		
0001-0214-40-0-0000-492	DAFFODIL FESTIVAL	-	15,000	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-New	SUPPORTIVE CONTRIB. GOLF	-	-	-	-	-	-	-	-	100,000	100,000	#DIV/0!		
0001-0214-40-0-0000-718	REPAY HOUSING AUTHORITY	11,411	11,411	11,411	11,411	11,411	-	11,411	11,411	11,411	-	0.00%		
0001-0214-40-0-0000-719	TEXTBOOK LOAN	24,934	19,362	15,000	14,940	15,000	-	15,000	15,000	15,000	-	0.00%		
0001-0214-40-0-0000-724	SPECIAL DAY SPECIAL PEOPLE	1,500	1,500	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-726	SPECIAL EVENTS & CELEBRAT	25,145	27,998	90,500	88,986	40,000	33,412	40,000	40,000	40,000	-	0.00%		
0001-0214-40-0-0000-727	SOLOMON GOFFE HOUSE	(500)	-	500	420	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-730	CONSERVATION COMMITTEE	100	-	100	-	-	-	-	5,000	5,000	5,000	#DIV/0!		
0001-0214-40-0-0000-731	MARKETING PROMOTION	10,000	20,000	20,000	11,163	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-732	ENERGY TASK FORCE	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-737	FLOOD CONTROL AGENCY	41	23	500	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-746	MERIDEN SCHOLASTIC SCHOL	35,500	39,100	45,000	21,500	40,000	30,500	40,000	40,000	40,000	-	0.00%		
0001-0214-40-0-0000-748	NEIGHBORHOOD ASSOCIATION	3,288	2,358	3,500	3,549	3,500	-	3,500	3,500	3,500	-	0.00%		
0001-0214-40-0-0000-751	CULTURAL DIVERSITY FUND	1,684	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-759	CURTIS UTILIZATION	2,200	2,200	2,200	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-760	TEEN SATELLITE PROGRAMS	76,250	80,000	80,000	78,125	80,000	55,625	80,000	80,000	80,000	-	0.00%		
0001-0214-40-0-0000-779	PROJECT GRADUATION	2,000	2,000	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0214-40-0-0000-783	LINEAR TRAIL ADVISORY COMM	882	439	2,000	1,093	1,000	366	1,000	1,000	1,000	-	0.00%		
**** Cost Center Total **** Finance General Administration		2,803,307	2,340,442	2,409,631	2,775,225	2,491,808	1,430,753	2,422,264	2,353,146	2,452,146	(39,662)	-1.59%		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
CAPITAL														
CAPITAL (0215)														
0001-0215-40-0-0000-500	CAPITAL EQUIPMENT	-	62,809	-	21,432	-	(800,000)	(800,000)	-	-	-	#DIV/0!		
0001-0215-40-0-0000-699	TRANSFERS OUT - AIRPORT IM	7,525	7,508	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-0160-500	CAPITAL EQUIPMENT-LIBRARY	-	10,416	2,400	2,150	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-0270-500	CAPITAL EQUIPMENT-IT	67,126	88,814	87,730	222,229	215,000	215,000	215,000	271,000	220,000	5,000	2.33%		
0001-0215-40-0-0500-699	TRANSFER OUT - VEH REPL FUN	20,000	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-0510-500	CAPITAL EQUIPMENT-Planning	-	-	15,000	25,068	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-0801-500	CAPITAL EQUIPMENT-PARKS	28,432	-	21,000	8,933	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-2605-500	CAPITAL EQUIPMENT-POLICE	210,323	99,030	207,900	178,537	387,176	377,218	377,218	438,800	267,800	(119,376)	-30.83%		
0001-0215-40-0-2605-699	TRANSFER OUT - Bullet Proof V	17,002	10,787	-	-	(9,958)	-	-	(11,900)	(11,900)	(1,942)	19.50%		
0001-0215-40-0-2610-500	CAPITAL EQUIPMENT-FIRE	-	10,000	-	50,040	35,000	35,000	35,000	45,000	-	(35,000)	-100.00%		
0001-0215-40-0-2617-500	CAPITAL EQUIPMENT-EMERGE	12,179	26,615	7,500	9,280	60,000	60,000	60,000	44,000	44,000	(16,000)	-26.67%		
0001-0215-40-0-2619-500	CAPITAL EQUIPMENT-SMVFD	7,095	-	31,500	9,035	8,250	8,250	8,250	17,600	-	(8,250)	-100.00%		
0001-0215-40-0-2690-500	CAPITAL EQUIPMENT-EMERG N	-	-	1,800	-	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-3310-500	CAPITAL EQUIPMENT-ENGINEER	10,796	3,630	5,900	4,430	35,000	35,000	35,000	6,100	6,100	(28,900)	-82.57%		
0001-0215-40-0-3351-500	CAPITAL EQUIPMENT-GARAGE	-	11,127	-	-	38,000	38,000	38,000	30,500	25,000	(13,000)	-34.21%		
0001-0215-40-0-3353-500	CAPITAL EQUIPMENT-TRAFFIC	-	-	-	-	50,000	50,000	50,000	68,800	64,100	14,100	28.20%		
0001-0215-40-0-3354-500	CAPITAL EQUIPMENT-HIGHWA	13,333	4,900	-	-	45,000	45,000	45,000	5,000	2,500	(42,500)	-94.44%		
0001-0215-40-0-3359-500	CAPITAL EQUIPMENT-BULKY W	-	2,430	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-3360-500	CAPITAL EQUIPMENT-FACILITIE	-	-	-	-	111,400	111,400	111,400	140,000	140,000	28,600	25.67%		
0001-0215-40-0-3940-500	CAPITAL EQUIPMENT-PARKING	5,000	-	15,000	12,689	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-4710-500	CAPITAL EQUIPMENT-HEALTH	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0215-40-0-0403-699	CAPITAL EQUIPMENT-PREBUY	-	-	-	800,000	(800,000)	-	-	-	-	800,000	-100.00%		
<b>**** Cost Center Total **** Capital Equipment</b>		<b>398,811</b>	<b>338,065</b>	<b>395,730</b>	<b>1,343,823</b>	<b>174,868</b>	<b>174,868</b>	<b>174,868</b>	<b>1,054,900</b>	<b>757,600</b>	<b>582,732</b>	<b>333.24%</b>		
<b>Expenditure Total for Fund 0001</b>		<b>185,445,850</b>	<b>188,178,624</b>	<b>190,671,797</b>	<b>191,227,346</b>	<b>193,485,248</b>	<b>92,317,595</b>	<b>199,670,584</b>	<b>206,788,761</b>	<b>197,372,331</b>	<b>3,887,082</b>	<b>2.01%</b>		
<b>Revenue Fund 0001</b>		<b>185,036,063</b>	<b>188,385,503</b>	<b>190,671,797</b>	<b>191,384,220</b>	<b>193,485,249</b>	<b>92,864,979</b>	<b>198,070,652</b>	<b>197,861,991</b>	<b>197,372,331</b>	<b>3,887,082</b>	<b>2.01%</b>		
<b>Balance Surplus / (Deficit)</b>		<b>(409,787)</b>	<b>206,879</b>	<b>-</b>	<b>156,874</b>	<b>0</b>	<b>547,384</b>	<b>(1,599,932)</b>	<b>(8,926,770)</b>	<b>-</b>	<b>(0)</b>			
<b>** END OF REPORT **</b>														

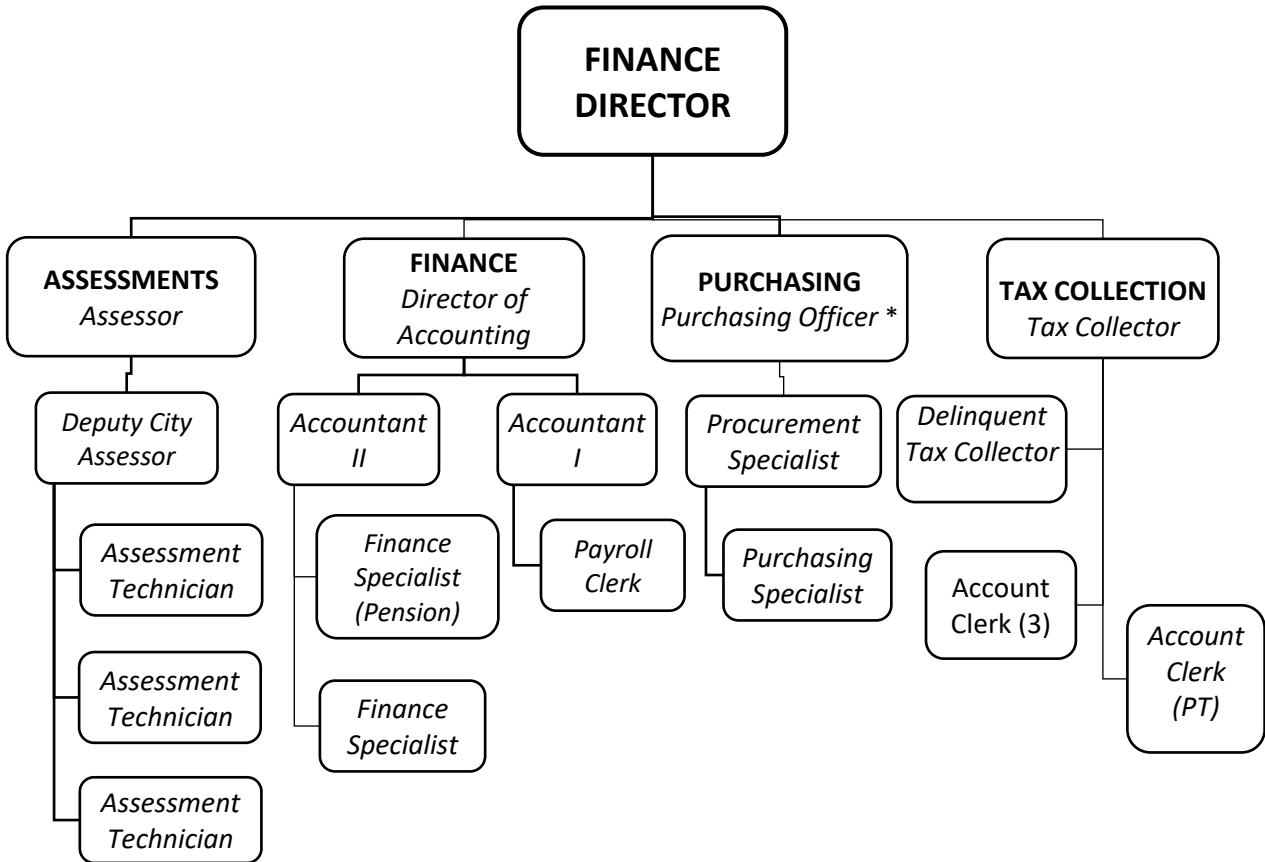
City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	Comments
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
DEBT SERVICE (5211)														
0001-5211-40-5-0000-301	PRINCIPAL BONDS	9,048,203	10,107,700	10,318,700	10,318,700	11,289,602	2,864,000	11,289,602	10,649,300	10,649,300	(640,302)	-5.67%		
0001-5211-40-5-0000-302	INTEREST BONDS	2,900,225	5,324,880	4,001,217	4,001,217	7,224,996	4,248,441	7,224,996	5,375,363	5,375,363	(1,849,633)	-25.60%		
0001-5211-40-5-0000-309	BABS FEDERAL SUBSIDY	(227,945)	(219,877)	(209,651)	(209,651)	(212,644)	(98,986)	(198,609)	1	-	212,644	-100.00%		
0001-5211-40-5-0000-699	TRANSFER IN - PREMIUM	(558,112)	(2,280,877)	-	-	(2,604,404)	(2,604,404)	(2,604,404)	(600,000)	(600,000)	2,004,404	-76.96%		
0001-5211-40-5-1000-699	TRANSFER IN - STREETLIGHT RE	-	-	-	-	-	-	-	1	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Debt Services</b>		<b>11,162,371</b>	<b>12,931,826</b>	<b>14,110,266</b>	<b>14,110,266</b>	<b>15,697,550</b>	<b>4,409,051</b>	<b>15,711,585</b>	<b>15,424,665</b>	<b>15,424,663</b>	<b>(272,887)</b>	<b>-1.74%</b>		

# **SECTION 3**

## **FINANCE:**

Finance  
Assessor  
Purchasing  
Tax Collection

**STAFFING: FINANCE**



**DEPARTMENT: FINANCE – BUDGET CODE: 0001-0210**

**DESCRIPTION:**

The Finance Department consists of the Finance Office, Assessor’s Office, Tax Collector’s Office and Purchasing. The Finance Director serves as chief financial officer and accounting office for the City and is responsible for the coordination of the activities of the accounting, assessment, tax collection, purchasing and treasury management functions of the City. In addition, the Finance Director assists the City Manager in the preparation of the annual budget, oversees the administration of the adopted budget, and supervises the annual independent financial audit.

The Finance Office has seven full time positions. The Director of Accounting is responsible for the oversight of accounting transactions for the City, maintenance of the general ledger of the various funds, as well as supervisor of department personnel. The Accountant II is responsible for payment of vendor invoices and the creation of many accounting transactions and reconciliations. The Accountant I primary responsibility is the processing of payroll and related transactions. The Payroll Clerk’s responsibilities revolve primarily around the processing of the City’s bi-weekly payrolls. One Finance Specialist’s responsibilities primarily include pension payroll processing along with purchasing card transaction reviews, while the other Finance Specialist focuses primarily on the input of cash receipts, invoices, and journal entry transactions. The Payroll Clerk and both Finance Specialists are cross-trained on various other tasks and responsibilities are shared and adjusted accordingly as deemed necessary.

**HIGHLIGHT OF CHANGES:**

Issuance of Comprehensive Annual Finance Report (CAFR).  
Two bond issuances during FY17; refunding issue included \$780,000 of savings.  
Completion of revaluation process – to be implemented for FY18.  
Tax collection rate of 97.79% - highest in history.  
RFP issuance and procurement transactions at record levels.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
Finance Office	7	7	7
Assessor’s Office	5	5	5
Collector’s Office	6, 1p/t	6, 1p/t	6, 1p/t
Purchasing	4	5	4

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>FINANCE (0210)</b>						
DIRECTOR OF FINANCE	0001	0210	190	100.000	136,173.16	136,173.16
FINANCE SPECIALIST	0001	0210	196	75.000	46,412.36	
FINANCE SPECIALIST	0001	0210	196	100.000	58,804.86	
PAYROLL CLERK	0001	0210	196	100.000	53,485.31	158,702.53
ACCOUNTANT	0001	0210	198	100.000	77,213.14	
ACCOUNTANT II	0001	0210	198	100.000	91,333.43	
DIRECTOR OF ACCOUNTING	0001	0210	198	100.000	104,244.00	272,790.57
					<b>567,666.26</b>	<b>567,666.26</b>
FINANCE SPECIALIST	0620	0210	196	8.334	5,157.34	
FINANCE SPECIALIST	0621	0210	196	8.333	5,156.72	
FINANCE SPECIALIST	0622	0210	196	8.333	5,156.72	
					<b>15,470.79</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
FINANCE														
FINANCE (0210)														
0001-0210-40-0-0000-189	SEASONAL WORKERS	4,146	2,519	-	1,105	-	-	-	-	-	-	#DIV/0!		
0001-0210-40-0-0000-190	ADMINISTRATIVE	129,407	132,206	131,569	136,117	136,174	73,123	136,173	136,174	136,174	-	0.00%		
0001-0210-40-0-0000-191	OVERTIME CONTINGENCY	7,782	6,854	3,500	1,244	2,500	82	153	2,500	1,000	(1,500)	-60.00%		
0001-0210-40-0-0000-196	MME	133,930	158,226	157,931	149,249	153,996	78,010	145,273	158,703	158,703	4,707	3.06%		
0001-0210-40-0-0000-198	SUPERVISORS	248,969	261,099	252,128	254,583	257,649	141,770	264,011	272,791	272,791	15,142	5.88%		
0001-0210-40-0-0000-352	VEHICLE MAINTENANCE	2,400	2,400	2,400	2,400	2,400	1,200	2,400	2,400	2,400	-	0.00%		
0001-0210-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	29,102	42,685	29,000	22,975	29,000	10,377	29,000	29,000	29,000	-	0.00%		
0001-0210-40-0-0000-601	BANKING SERVICES	67,144	54,527	65,100	52,253	61,850	11,855	61,850	61,850	59,000	(2,850)	-4.61%		
0001-0210-40-0-0000-640	MEMBERSHIP & MEETINGS	1,630	1,719	4,750	1,451	2,500	1,065	2,500	4,750	4,750	2,250	90.00%		
0001-0210-40-0-0000-703	GENERAL OFFICE SUPPLIES	1	-	1	-	1	(265)	1	1	1	-	0.00%		
<b>***** Cost Center Total ***** Finance</b>		<b>624,511</b>	<b>662,235</b>	<b>646,379</b>	<b>621,376</b>	<b>646,070</b>	<b>317,216</b>	<b>641,361</b>	<b>668,169</b>	<b>663,819</b>	<b>17,749</b>	<b>2.75%</b>		



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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>PURCHASING (0250)</b>						
<b>CLERK II</b>	<b>0001</b>	<b>0250</b>	<b>196</b>	<b>100.000</b>	<b>17,098.63</b>	
<b>PROCUREMENT SPECIALIST</b>	<b>0001</b>	<b>0250</b>	<b>196</b>	<b>100.000</b>	<b>70,413.71</b>	
<b>PURCHASING SPECIALIST</b>	<b>0001</b>	<b>0250</b>	<b>196</b>	<b>100.000</b>	<b>64,448.57</b>	<b>151,960.91</b>
<b>PURCHASING OFFICER</b>	<b>0001</b>	<b>0250</b>	<b>198</b>	<b>100.000</b>	<b>118,280.86</b>	<b>118,280.86</b>
					<b>253,143.14</b>	<b>270,241.77</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
PURCHASING (0250)														
0001-0250-40-0-0000-191	OVERTIME	53	1,328	1,000	110	800	258	258	1,000	800	-	0.00%		
0001-0250-40-0-0000-196	MME	145,774	146,933	155,968	147,421	133,761	71,109	132,422	151,961	151,961	18,200	13.61%		
0001-0250-40-0-0000-198	SUPERVISORS	109,855	113,739	202,678	115,801	118,281	63,515	118,281	118,281	118,281	-	0.00%		
0001-0250-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	5,356	4,948	5,000	4,999	4,500	933	4,500	7,115	5,215	715	15.89%		
0001-0250-40-0-0000-640	MEMBERSHIP & MEETINGS	2,434	2,237	5,000	2,078	2,500	1,664	2,500	7,675	3,600	1,100	44.00%		
0001-0250-40-0-0000-702	STOREROOM	-	-	1	-	1	-	1	1	1	-	0.00%		
<b>***** Cost Center Total ***** Purchasing</b>		<b>263,472</b>	<b>269,185</b>	<b>369,647</b>	<b>270,409</b>	<b>259,843</b>	<b>137,479</b>	<b>257,962</b>	<b>286,033</b>	<b>279,858</b>	<b>20,015</b>	<b>7.70%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>COLLECTIONS (0260)</b>						
ACCOUNT CLERK	0001	0260	196	100.000	59,192.57	
ACCOUNT CLERK	0001	0260	196	100.000	59,192.57	
ACCOUNT CLERK	0001	0260	196	100.000	59,192.57	
ACCOUNT CLERK	0001	0260	196	100.000	26,821.85	204,399.56
DELINQUENT REVENUE COLLEC	0001	0260	198	100.000	61,987.43	
TAX COLLECTOR	0001	0260	198	100.000	104,244.00	166,231.43
					<b>370,630.99</b>	<b>370,630.99</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
TAX COLLECTOR (0260)														
0001-0260-40-0-0000-189	SEASONAL WORKERS	1,918	1,655	-	1,305	-	1,224	1,224	1,500	-	-	#DIV/0!		
0001-0260-40-0-0000-191	OVERTIME	3,039	2,028	4,500	2,377	4,500	3,003	3,005	4,500	4,500	-	0.00%		
0001-0260-40-0-0000-196	MME	182,826	172,327	180,437	185,905	204,657	106,564	198,448	231,222	204,400	(257)	-0.13%		
0001-0260-40-0-0000-198	SUPERVISORS	147,740	156,047	160,619	160,790	166,232	89,264	166,231	166,232	166,232	-	0.00%		
0001-0260-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	88,907	66,910	80,535	65,487	73,500	19,712	73,500	71,200	71,200	(2,300)	-3.13%		
0001-0260-40-0-0000-640	MEMBERSHIP & MEETINGS	371	984	1,485	686	1,000	116	1,000	1,425	1,425	425	42.50%		
<b>***** Cost Center Total ***** Tax Collector</b>		<b>424,801</b>	<b>399,952</b>	<b>427,576</b>	<b>416,550</b>	<b>449,889</b>	<b>219,883</b>	<b>443,408</b>	<b>476,079</b>	<b>447,757</b>	<b>(2,132)</b>	<b>-0.47%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>ASSESSMENT (0280)</b>						
ASSESSMENT TECHNICIAN	0001	0280	196	100.000	61,883.14	
ASSESSMENT TECHNICIAN	0001	0280	196	100.000	64,448.57	
ASSESSMENT TECHNICIAN	0001	0280	196	100.000	64,448.57	190,780.28
CITY ASSESSOR	0001	0280	198	100.000	113,775.72	
DEPUTY ASSESSOR	0001	0280	198	100.000	73,606.63	187,382.35
					<b>378,162.63</b>	<b>378,162.63</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
ASSESSMENT (0280)														
0001-0280-40-0-0000-189	MISC PART-TIME	3,000	2,500	5,000	4,000	3,000	1,000	3,000	2,500	2,500	(500)	-16.67%		
0001-0280-40-0-0000-191	OVERTIME	3,102	2,334	6,188	1,690	4,500	1,094	2,037	6,188	2,500	(2,000)	-44.44%		
0001-0280-40-0-0000-196	MME	173,432	178,128	179,268	183,052	186,236	99,994	186,213	190,781	190,781	4,545	2.44%		
0001-0280-40-0-0000-198	SUPERVISORS	98,718	129,548	167,810	174,836	186,844	88,155	179,166	187,393	187,393	549	0.29%		
0001-0280-40-0-0000-350	GASOLINE	162	306	150	144	200	66	200	200	200	-	0.00%		
0001-0280-40-0-0000-352	VEHICLE MAINTENANCE	158	180	150	20	175	-	175	175	175	-	0.00%		
0001-0280-40-0-0000-388	AUDIT	-	-	-	-	3,000	-	3,000	3,000	3,000	-	0.00%		
0001-0280-40-0-0000-390	REVALUATION	6,945	163,245	153,000	143,418	15,000	7,750	7,750	8,000	8,000	(7,000)	-46.67%		
0001-0280-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	15,955	14,343	11,250	10,726	12,500	5,372	12,500	10,275	10,275	(2,225)	-17.80%		
0001-0280-40-0-0000-640	MEMBERSHIP & MEETINGS	951	1,549	1,550	1,004	1,600	278	1,600	2,255	2,255	655	40.94%		
<b>***** Cost Center Total ***** Assessment</b>		<b>302,423</b>	<b>492,133</b>	<b>524,366</b>	<b>518,889</b>	<b>413,055</b>	<b>203,709</b>	<b>395,641</b>	<b>410,767</b>	<b>407,079</b>	<b>(5,976)</b>	<b>-1.45%</b>		

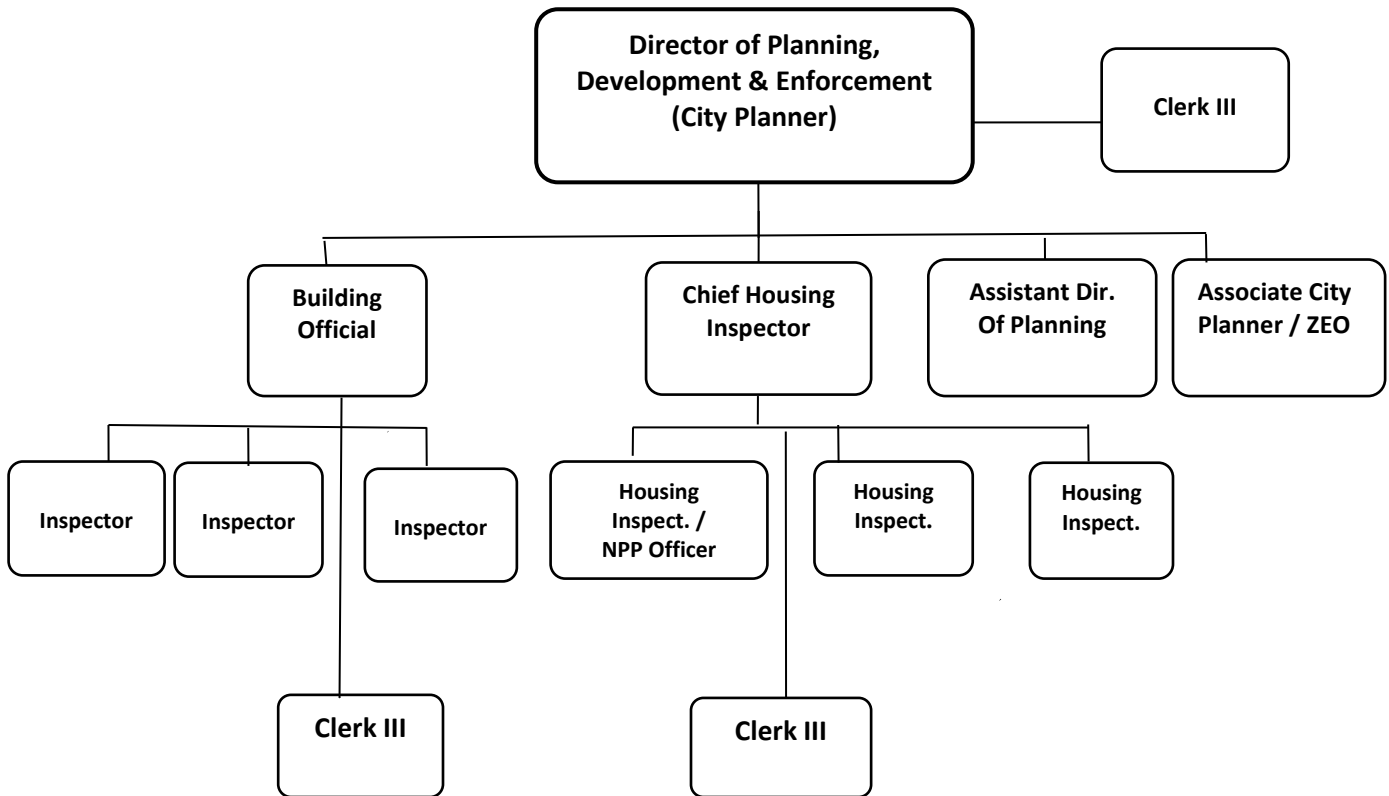
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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>ASSESSMENT APPEALS (0281)</b>						
BOARD OF TAX RELIEF	0001	0281	189	100.000	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.000	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.000	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.000	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.000	500.00	2,500.00
					<b>2,500.00</b>	<b>2,500.00</b>

# **SECTION 4**

# **DEVELOPMENT & ENFORCEMENT**



**STAFFING: DEVELOPMENT AND ENFORCEMENT**



**DEPARTMENT: DEVELOPMENT & ENFORCEMENT – BUDGET CODE: 0001-0510**

**DESCRIPTION:**

The Development and Enforcement Department is composed of three divisions: Planning, Building, Code Enforcement / Neighborhood Preservation with direction provided by the Director of Planning, Development & Enforcement.

Planning Division focuses on the overall growth and development of the City. Planning Division is responsible for formulating and updating the City’s Development Plan every 10 years. Planning Division is involved in reviewing and approving all subdivisions and site plans, enforcing the land use regulations (zoning, subdivision and wetland, etc.) The Planning Division is also responsible for all environmental and urban design activities. Staff includes: Assistant Director of Planning, Associate City Planner/ZEO and Clerk III.

Building Division ensures that all buildings in the city are structurally stable and conform to all building codes, city codes and city ordinances. This division issues permits and oversees erection of all structures, additions, alterations, repairs, removals, demolitions and the installation of all mechanical equipment. Staff includes Building Official, (3) Building Inspectors and Clerk III.

Code Enforcement Division’s main objective is to ensure a high quality of life in residential buildings. Housing Inspectors inspect residential buildings and premises to determine compliance with codes, to conducting exterior surveys to insure compliance to code regulations regarding the general maintenance of residential building; the division investigates all complaints regarding sub-standard, unsafe and unsanitary housing conditions. Includes oversight of Neighborhood Preservation Program and C.I.D.E.W.A.L.K. program: Staff Includes: Chief Housing Inspector, (2) Housing Inspectors and (1) Housing/NPP/NSP Inspector and Clerk III.

**HIGHLIGHT OF CHANGES:** No changes for FY 19.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
	14	14	14

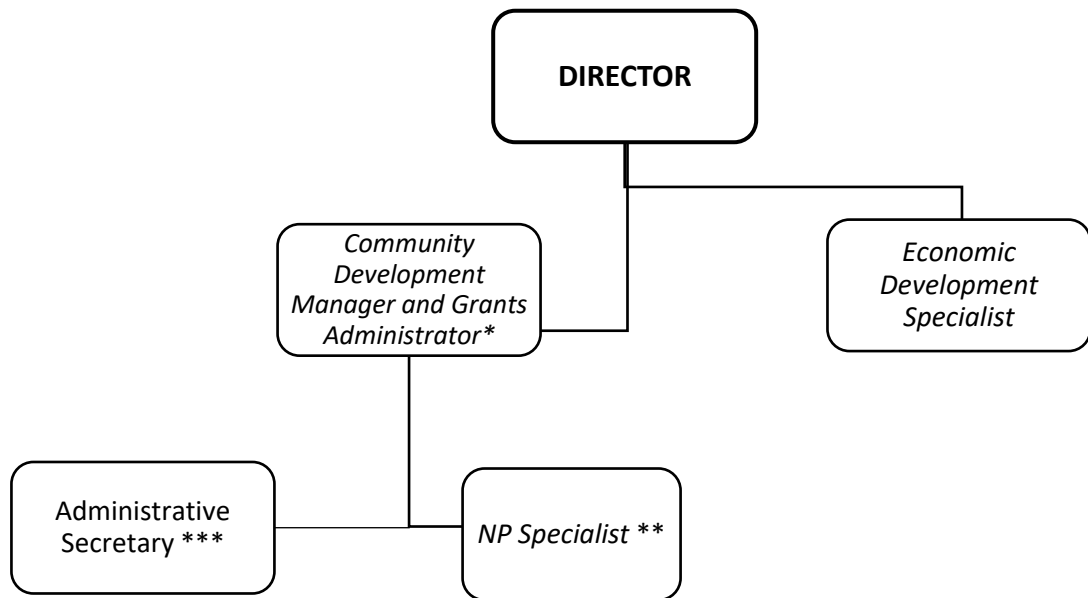
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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>DEVELOPMENT &amp; ENFORCEMENT (0510)</b>						
DIRECTOR OF PLANNING	0001	0510	190	100.000	125,426.78	125,426.78
BUILDING INSPECTOR	0001	0510	196	100.000	78,054.80	
BUILDING INSPECTOR	0001	0510	196	100.000	70,578.17	
BUILDING INSPECTOR	0001	0510	196	100.000	78,710.80	
CHIEF HOUSING INSPECTOR	0001	0510	196	25.000	20,632.93	
CLERK III	0001	0510	196	100.000	59,192.57	
CLERK III	0001	0510	196	100.000	59,192.57	
CLERK III	0001	0510	196	50.000	29,596.29	
HOUSING INSPECTOR	0001	0510	196	25.000	17,603.43	
HOUSING INSPECTOR	0001	0510	196	25.000	17,603.43	
NPP/NSP/HOUSING	0001	0510	196	40.000	33,012.68	464,177.66
ASSISTANT PLANNING DIRECT	0001	0510	198	100.000	83,749.25	
ASSOCIATE CITY PLANNER	0001	0510	198	100.000	91,854.86	
BUILDING OFFICIAL	0001	0510	198	100.000	91,854.86	267,458.97
					<b>857,063.41</b>	<b>857,063.41</b>
<b>NPP/NSP/HOUSING</b>						
NPP/NSP/HOUSING	1112	0120	192	60.000	49,519.03	
CHIEF HOUSING INSPECTOR	1112	0510	804	75.000	61,898.78	
CLERK III	1112	0510	804	50.000	29,596.29	
HOUSING INSPECTOR	1112	0510	804	75.000	52,810.28	
HOUSING INSPECTOR	1112	0510	804	75.000	52,810.28	
					<b>246,634.66</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>DEVELOPMENT &amp; ENFORCEMENT</b>														
<b>DEVELOPMENT &amp; ENFORCEMENT (0510)</b>														
0001-0510-40-0-0000-189	MISC PART TIME	-	2,372	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0510-40-0-0000-190	ADMINISTRATIVE	116,539	179,529	120,323	122,318	123,338	67,491	125,684	125,427	125,427	2,089	1.69%		
0001-0510-40-0-0000-191	OVERTIME	8,202	18,369	5,000	5,288	5,000	943	1,757	5,000	3,000	(2,000)	-40.00%		
0001-0510-40-0-0000-196	MME	439,437	405,297	462,831	386,257	437,316	212,801	451,288	464,178	464,178	26,862	6.14%		
0001-0510-40-0-0000-198	SUPERVISORS	152,525	147,848	164,303	228,645	255,723	138,881	258,631	267,459	267,459	11,736	4.59%		
0001-0510-40-0-0000-350	GASOLINE	3,425	3,574	3,000	3,107	3,000	1,411	3,000	3,500	3,000	-	0.00%		
0001-0510-40-0-0000-352	VEHICLE MAINTENANCE	4,757	5,223	5,200	11,624	5,200	2,058	5,200	5,200	5,200	-	0.00%		
0001-0510-40-0-0000-391	PLAN OF CONSERVATION & DEVE	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0510-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	21,920	25,559	21,000	25,344	21,000	9,318	21,000	17,000	16,000	(5,000)	-23.81%		
0001-0510-40-0-0000-640	MEMBERSHIPS & MEETINGS	3,922	2,342	3,500	2,936	4,000	1,745	4,000	4,000	4,000	-	0.00%		
0001-0510-40-0-0000-708	UNSAFE BUILDINGS	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Development &amp; enforcement</b>		<b>750,727</b>	<b>790,113</b>	<b>785,157</b>	<b>785,519</b>	<b>854,577</b>	<b>434,648</b>	<b>870,560</b>	<b>891,764</b>	<b>888,264</b>	<b>33,687</b>	<b>3.94%</b>		

# **SECTION 5**

# **ECONOMIC DEVELOPMENT**

**STAFFING: ECONOMIC DEVELOPMENT**



\*75% of salary pd from CD, 25% from General Fund

\*\*60% of salary pd from CD, 40% from General Fund

\*\*\*60% of salary pd from CD, 40% from General Fund - Admin support

**DEPARTMENT: ECONOMIC DEVELOPMENT - BUDGET CODE: 0001-0190**

**DESCRIPTION:**

The Economic Development Department works to strengthen the City’s economy by recruiting new businesses and employers, creating jobs for Meriden residents and retaining existing businesses and employers. The Department is committed to long-term planning, public/private collaborations, infrastructure improvements and increasing investment in Meriden as a means of creating and sustaining economic and community growth. The Director is an active board member of various local and regional economic development organizations, including the Greater Meriden Chamber of Commerce, and the Meriden Economic Development Corporation (MEDCO). The Department also provides staff to the Blight and Brownfields Committee, the Economic Development Task Force, and the Joint City/Meriden Housing Authority working group. The Economic Development Department is also responsible for seeking, applying for and managing state, federal and private grants, as well as managing the City’s Community Development Block Grant Program entitlement allocation, which provides grants to more than 30 local non-profit organizations and City departments annually.

**HIGHLIGHT OF CHANGES:** No changes.

<b><u>FULL-TIME EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 Proposed</u></b>
	2	3	3

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>ECONOMIC DEVELOPMENT (0190)</b>						
COMMUNITY DEV MGR & GRANT	0001	0190	190	25.000	17,548.03	
ECONOMIC DEVELOPMENT DIRE	0001	0190	190	90.000	97,128.53	
ECONONIC DEVELOP SPECIALI	0001	0190	190	100.000	55,000.00	169,676.56
					169,676.56	169,676.56
<b>ECONOMIC DEVELOPMENT DIRE</b>						
ECONOMIC DEVELOPMENT DIRE	0001	0190	190	10.000	10,792.06	
COMMUNITY DEV MGR & GRANT	1112	0120	190	75.000	52,644.08	
					63,436.14	
<b>GENERAL ADMINISTRATION (0214)</b>						
TRANSIT ADMINISTRATOR	0001	0214	310	100.000	19,814.28	19,814.28
					19,814.28	19,814.28

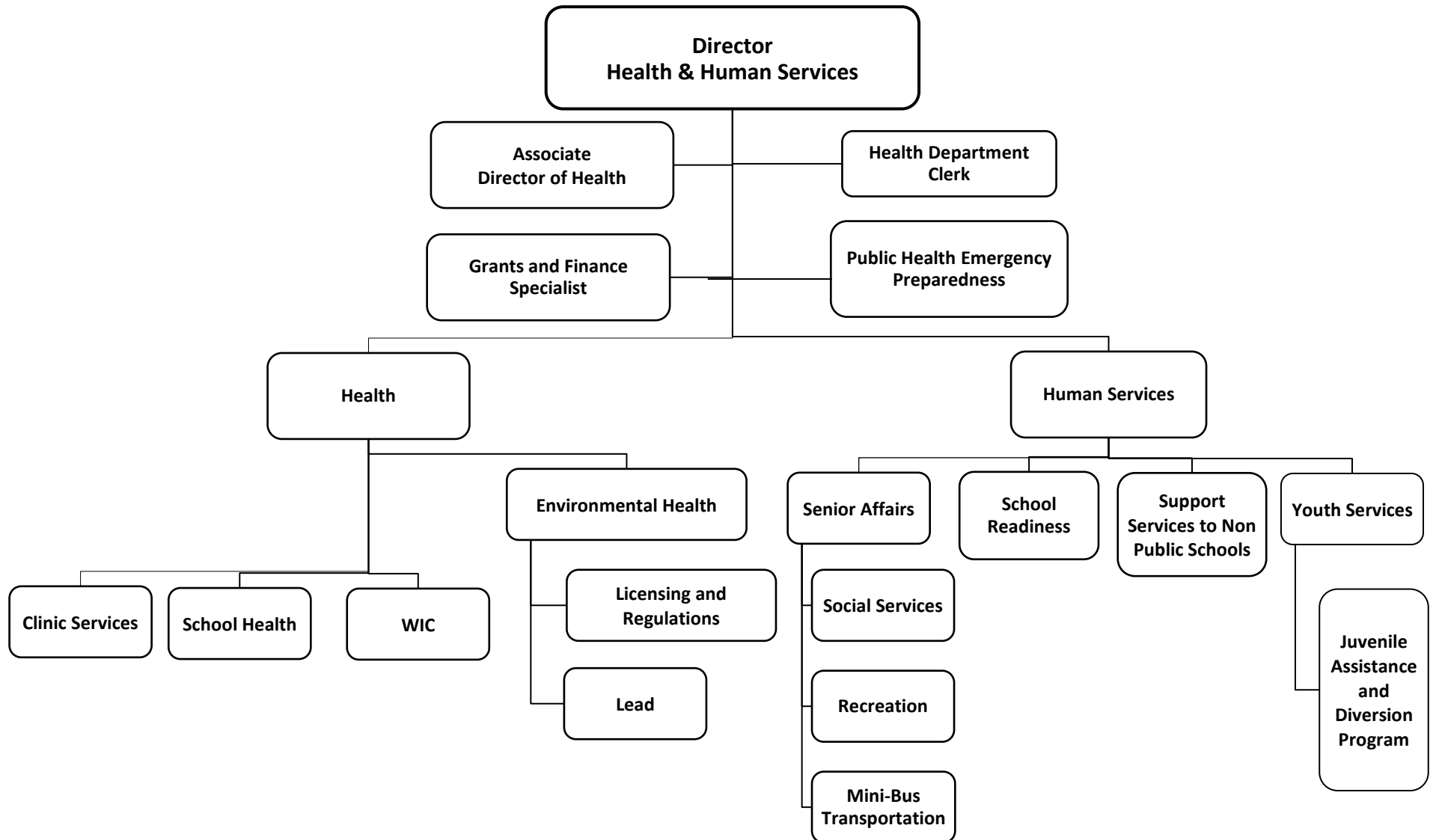


City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>ECONOMIC DEVELOPMENT</b>														
<b>ECONOMIC DEVELOPMENT (0190)</b>														
0001-0190-40-0-0000-190	ADMINISTRATIVE	-	-	-	-	200,170	102,271	190,454	200,675	169,677	(30,493)	-15.23%		
0001-0190-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	-	-	-	-	5,000	1,210	5,000	5,000	-	(5,000)	-100.00%		
0001-0190-40-0-0000-441	ECONOMIC DEVELOPMENT	41,404	114,060	100,000	101,799	85,000	54,699	85,000	85,000	85,000	-	0.00%		
0001-0190-40-0-0000-640	MEMBERSHIP & MEETINGS	-	-	-	-	3,000	1,306	3,000	5,000	-	(3,000)	-100.00%		
<b>***** Cost Center Total ***** Economic Development</b>		<b>41,404</b>	<b>114,060</b>	<b>100,000</b>	<b>101,799</b>	<b>293,170</b>	<b>159,486</b>	<b>283,454</b>	<b>295,675</b>	<b>254,677</b>	<b>(38,493)</b>	<b>-13.13%</b>		

# SECTION 6

# HEALTH & HUMAN SERVICES

STAFFING: HEALTH & HUMAN SERVICES



**DEPARTMENT: HEALTH AND HUMAN SERVICES - BUDGET CODE: 4710, 4720, 4730**

**DESCRIPTION:**

Health and Human Services provides essential public health services to all Meriden residents, including monitoring community health status, diagnosing and investigating community health problems, enforcing public health code, developing policies and plans that support individual and community health efforts, and mobilizing partnerships and actions to identify and solve health problems. Health programs include clinic services, school health services, environmental health services, Women, Infants and Children Program (WIC), and public health emergency preparedness. Human Services include School Readiness, the Senior Center, Youth Services and Support Services to Non-Public Schools. In addition, the Department maintains fiduciary responsibility for Casa Boricua de Meriden.

**HIGHLIGHT OF CHANGES:**

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
Full Time:	40	43	42
Part Time*:	22	20	19
Total:	60	63	61

*\* Does not include per diem nurses*

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>HEALTH (4710)</b>						
SCHOOL PSYCHOLOGIST	0001	4710	149	100.000	54,770.16	
SOCIAL WORKER	0001	4710	149	100.000	44,756.02	
SPEECH THERAPIST	0001	4710	149	100.000	45,374.66	144,900.84
HUMAN SERVICES DIRECTOR	0001	4710	190	100.000	111,735.63	111,735.63
Education Stipend	0001	4710	193	100.000	2,000.00	
Lab coat stipend	0001	4710	193	100.000	2,700.00	
Per Diem Nurse	0001	4710	193	100.000	18,225.00	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	64,700.81	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	64,700.81	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	50,445.05	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	58,064.83	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	70,455.43	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	27,894.65	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	60,387.43	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	64,700.81	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	60,387.43	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	52,834.26	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	64,700.81	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	53,565.69	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	32,192.50	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	28,016.01	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	70,455.43	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	20,268.00	
PUBLIC HEALTH NURSE I	0001	4710	193	100.000	48,661.31	

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>HEALTH (4710)</b>						
PUBLIC HEALTH NURSE II	0001	4710	193	100.000	85,048.00	
PUBLIC HEALTH PROGRAM COO	0001	4710	193	100.000	-	1,000,404.26
GRANT & FINANCIAL SPECIAL	0001	4710	196	100.000	82,531.71	
YOUTH SERVICES WORKER	0001	4710	196	100.000	49,728.64	
HEALTH AIDE I	0001	4710	196	100.000	21,408.57	
HEALTH AIDE I	0001	4710	196	100.000	20,328.93	
HEALTH AIDE I	0001	4710	196	100.000	20,925.71	
HEALTH AIDE I	0001	4710	196	100.000	21,408.57	
HEALTH AIDE I	0001	4710	196	100.000	22,799.29	
HEALTH DEPARTMENT CLERK	0001	4710	196	100.000	51,829.14	
HEALTH SECRETARY	0001	4710	196	100.000	64,448.57	
SANITARIAN	0001	4710	196	100.000	76,232.86	
SANITARIAN	0001	4710	196	100.000	71,727.71	
SANITARIAN II	0001	4710	196	100.000	88,893.14	
HEALTH AIDE 2 BILINGUAL	0001	4710	196	100.000	50,793.60	
SANITARIAN II	0001	4710	196	100.000	83,637.14	726,693.58
ASSOC DIR HEALTH & HUMAN	0001	4710	198	100.000	108,582.29	
ENVIRONMENTAL HEALTH ADM	0001	4710	198	100.000	99,509.43	
PUB HEALTH NURSE ADMINIST	0001	4710	198	100.000	88,058.86	296,150.58
					2,279,884.89	2,279,884.89
SCHOOL READINESS COORDINA	0001	4710	706	100.000	75,180.86	
PUBLIC HEALTH NURSE I	0001	4710	706	100.000	35,233.43	
					110,414.29	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
HEALTH & HUMAN SERVICES														
HEALTH (4710)														
0001-4710-40-0-0000-189	MISC. PART-TIME	6,264	1,786	-	-	-	408	408	-	-	-	#DIV/0!		
0001-4710-40-4-0000-149	CERTIFIED SALARIES	120,212	122,359	125,000	120,892	141,063	65,116	175,772	144,901	144,901	3,838	2.72%		
0001-4710-40-4-0000-189	MISC. PART-TIME	5,004	5,004	5,160	5,160	5,160	3,010	5,160	5,160	5,160	-	0.00%		
0001-4710-40-4-0000-190	ADMINISTRATION	80,599	96,973	105,791	108,917	108,799	60,001	111,736	111,736	111,736	2,937	2.70%		
0001-4710-40-4-0000-191	OVERTIME CONTINGENCY	3,067	1,839	3,500	1,301	3,000	215	215	3,500	1,500	(1,500)	-50.00%		
0001-4710-40-4-0000-193	PUBLIC HEALTH NURSES	941,910	960,724	929,230	950,574	976,000	547,233	1,035,121	1,014,783	1,000,406	24,406	2.50%		
0001-4710-40-4-0000-196	MME	490,258	525,720	539,558	540,865	639,944	338,889	631,095	726,694	726,694	86,750	13.56%		
0001-4710-40-4-0000-198	SUPERVISORS	239,430	254,067	281,600	286,290	291,273	155,909	290,340	296,151	296,151	4,878	1.67%		
0001-4710-40-4-0000-350	GASOLINE	1,735	1,825	1,750	1,413	1,900	639	1,900	1,750	1,750	(150)	-7.89%		
0001-4710-40-4-0000-352	VEHICLE MAINTENANCE	3,270	3,205	3,400	3,384	3,400	1,992	3,400	3,400	3,400	-	0.00%		
0001-4710-40-4-0000-440	OFFICE EXPENSES & SUPPLIES	9,618	10,499	10,000	8,282	9,000	5,253	9,000	9,000	9,000	-	0.00%		
0001-4710-40-4-0000-474	ENVIRONMENTAL SUPPLIES	3,817	4,967	4,000	3,907	4,000	1,780	4,000	4,000	4,000	-	0.00%		
0001-4710-40-4-0000-478	HEALTH SUPPLIES	7,942	9,051	8,000	7,760	9,500	2,913	8,500	9,500	9,500	-	0.00%		
0001-4710-40-4-0000-482	P.A. 10-217A SUPPLIES	2,618	2,873	2,750	2,654	3,000	1,020	3,000	3,395	3,000	-	0.00%		
0001-4710-40-4-0000-490	LEAD PROGRAM	3,797	4,054	4,100	3,868	4,100	3,050	4,100	5,600	4,000	(100)	-2.44%		
0001-4710-40-4-0000-640	MEMBERSHIPS & MEETINGS	1,841	2,779	3,000	2,713	3,000	2,448	3,000	4,000	3,500	500	16.67%		
0001-4710-40-4-0000-706	SPECIAL PROJECTS	-	-	-	-	1	10,722	1	1	1	-	0.00%		
***** Cost Center Total ***** Health		1,921,382	2,007,723	2,026,839	2,047,980	2,203,140	1,200,597	2,286,747	2,343,571	2,324,699	121,559	5.52%		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
SOCIAL SERVICES (4720)														
0001-4720-40-4-0000-196	MME	79,113	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-4720-40-4-0000-390	EVICTIONS	42,800	45,600	35,000	35,200	40,000	12,800	40,000	40,000	40,000	-	0.00%		
0001-4720-40-4-0000-440	OFFICE EXPENSE & SUPPLIES	564	931	-	-	-	-	-	-	-	-	#DIV/0!		
0001-4720-40-4-0000-640	MEMBERSHIPS & MEETINGS	-	250	-	-	-	-	-	-	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Social Services</b>		<b>122,477</b>	<b>46,782</b>	<b>35,000</b>	<b>35,200</b>	<b>40,000</b>	<b>12,800</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	<b>0.00%</b>		



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
YOUTH SERVICES (4745)														
0001-4745-40-4-0000-196	MME	65,302	66,883	-	-	-	-	-	-	-	-	#DIV/0!		
0001-4745-40-4-0000-198	SUPERVISORS	85,007	95,745	97,315	53,379	-	-	-	-	-	-	#DIV/0!		
0001-4745-40-4-0000-440	OFFICE EXPENSE & SUPPLIES	1,477	1,316	1,450	1,139	-	-	-	-	-	-	#DIV/0!		
0001-4745-40-4-0000-490	YOUTH ACTIVITIES	1,350	1,096	1,350	-	-	-	-	-	-	-	#DIV/0!		
0001-4745-40-4-0000-640	MEMBERSHIPS & MEETINGS	394	580	580	550	-	-	-	-	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Youth Services</b>		<b>153,530</b>	<b>165,621</b>	<b>100,695</b>	<b>55,068</b>	-	-	-	-	-	-	#DIV/0!		

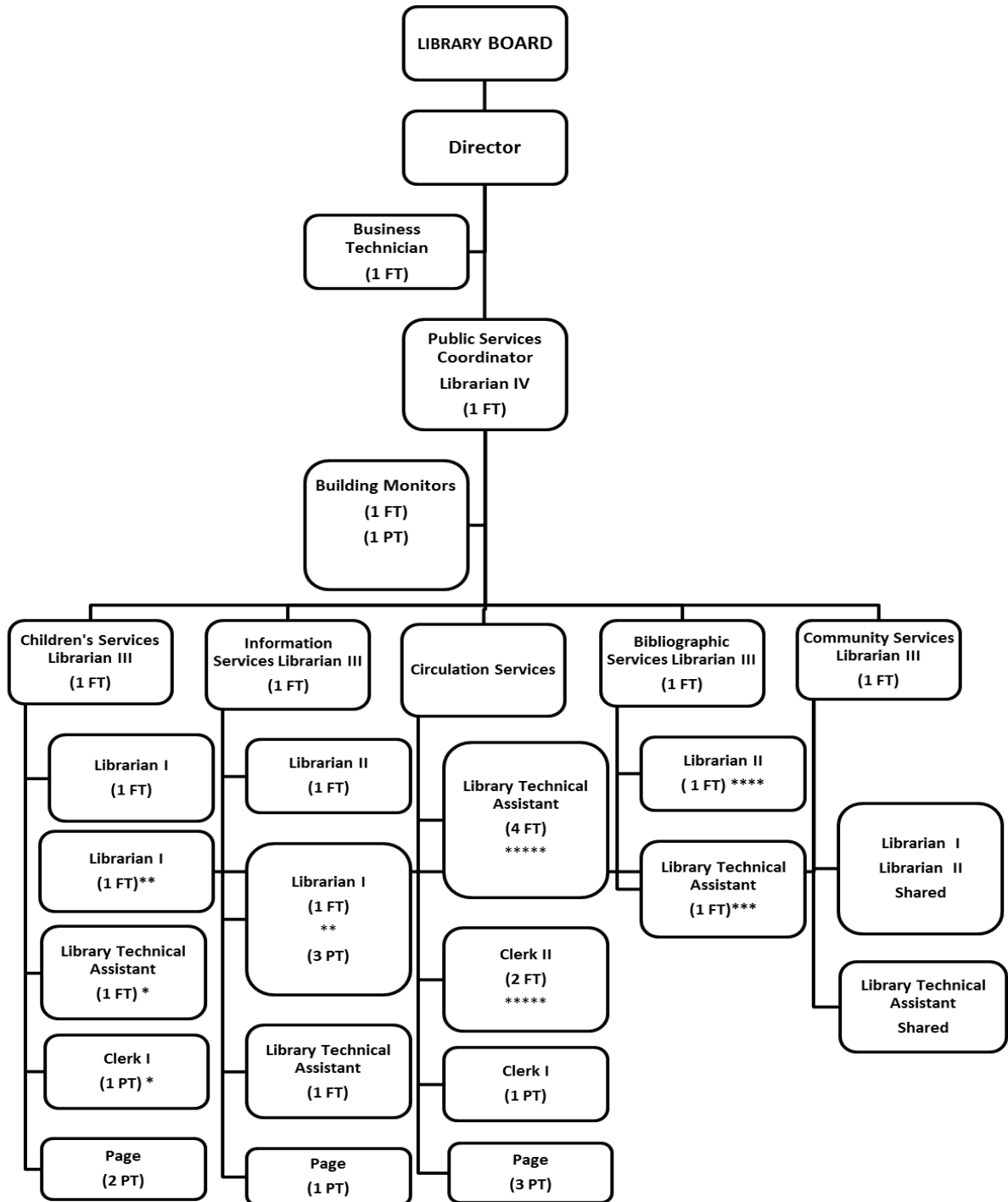
Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>SENIOR CENTER (4730)</b>						
RENTERS REBATE CLERK	0001	4730	192	100.000	8,100.00	8,100.00
CLERK III	0001	4730	196	100.000	40,529.00	
MINI BUS DISPATCHER	0001	4730	196	100.000	48,709.25	
MINI BUS DRIVER	0001	4730	196	65.700	27,361.75	
MINI BUS DRIVER	0001	4730	196	100.000	40,898.25	
MINI BUS DRIVER	0001	4730	196	100.000	26,875.99	
NUTRITION SITE WORKER 2	0001	4730	196	100.000	15,447.32	
RECREATION COORDINATOR	0001	4730	196	100.000	49,569.35	
SENIOR CENTER PROGRAM ASS	0001	4730	196	100.000	36,748.00	
SOCIAL SERVICES WRKR BILI	0001	4730	196	100.000	66,442.65	352,581.56
SENIOR AFFAIRS ADMINISTRA	0001	4730	198	100.000	95,713.43	95,713.43
					<b>456,394.99</b>	<b>456,394.99</b>
MINI BUS DRIVER	0001	4730	196	34.300	14,284.75	
MINI BUS DRIVER	0116	4730	192	100.000	19,443.02	
					<b>33,727.77</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
SENIOR CENTER (4730)														
0001-4730-40-4-0000-189	OTHER NON-UNION	-	1,326	-	530	-	1,156	1,156	-	-	-	#DIV/0!		
0001-4730-40-4-0000-191	OVERTIME CONTINGENCY	-	-	-	-	600	1,501	2,795	1,000	1,000	400	66.67%		
0001-4730-40-4-0000-192	OTHER NON-UNION	28,247	27,864	30,275	28,845	29,000	14,395	29,000	30,000	29,000	-	0.00%		
0001-4730-40-4-0000-196	MME	202,783	248,049	308,480	286,258	333,470.00	174,489	324,942	364,435	364,435	30,965	9.29%		
0001-4730-40-4-0000-198	SUPERVISORS	78,283	84,720	89,818	89,930	93,774	50,355	93,774	95,714	95,714	1,940	2.07%		
0001-4730-40-4-0000-199	ELDERLY NUTRITION	30,593	29,315	9,000	8,141	9,000	2,306	9,000	8,750	8,750	(250)	-2.78%		
0001-4730-40-4-0000-350	GASOLINE	16,486	15,513	12,000	12,389	14,000	5,066	11,500	13,500	13,500	(500)	-3.57%		
0001-4730-40-4-0000-352	VEHICLE MAINTENANCE	6,741	6,617	5,900	6,194	6,500	7,638	6,500	5,900	5,900	(600)	-9.23%		
0001-4730-40-4-0000-440	OFFICE EXPENSE & SUPPLIES	10,559	10,637	15,900	16,297	16,750	5,812	15,250	17,900	16,750	-	0.00%		
0001-4730-40-4-0000-640	MEETINGS & MEMBERSHIPS	1,281	1,475	1,250	1,260	1,500	1,094	1,500	1,750	1,500	-	0.00%		
<b>***** Cost Center Total ***** Senior Services</b>		<b>374,973</b>	<b>425,516</b>	<b>472,623</b>	<b>449,845</b>	<b>504,594</b>	<b>263,813</b>	<b>495,417</b>	<b>538,949</b>	<b>536,549</b>	<b>31,955</b>	<b>6.33%</b>		

# SECTION 7

# LIBRARY

**STAFFING - LIBRARY**



**DEPARTMENT: LIBRARY - BUDGET CODE: 0001-0160**

**DESCRIPTION:**

The Meriden Public Library is our city’s center for information, community activities, independent learning and family literacy providing free access to books, audio and visual recordings, educational programs, and digital information accessed by ever-changing technology. It serves an average of 800 residents per day representing all ages, educational backgrounds, economic and ethnic backgrounds.

To provide these resources and services, the Library’s educated and professional staff reviews, and selects materials that meet the community’s school, job, or personal needs. Our Information Department answers or provides research for inquiries received in person, by phone or via the website. In addition, the staff instructs library users in basic computer skills, using online resources, job searching, and in locating other governmental or private resources that improve their lives.

The primary goals of the Children’s Library are to build a lifelong love of reading and to support families and schools in preparing and sustaining our children’s academic success. The staff members provide service to children from infants through teens, their parents, caregivers, and teachers. Staff members also provide outreach services to organizations and institutions, which serve children in the area.

The Library operates and maintains a Bookmobile Service, which serves residents who cannot come to the Library themselves.

**HIGHLIGHT OF CHANGES:**

This is a maintenance level proposal with no new services or programs included. Estimated loss of \$7,000 in State funded services is only partially reflected in the proposed budget.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
FULL TIME:	22	22	22
PART TIME:	13	13	13

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>LIBRARY (0160)</b>						
DIRECTOR OF LIBRARY SERVI	0001	0160	190	100.000	103,966.86	103,966.86
BUSINESS OPERATIONS TECH-	0001	0160	196	100.000	76,232.86	
LIBRARY BUILDING MONITOR	0001	0160	196	100.000	25,935.85	
LIBRARY CLERK I	0001	0160	196	100.000	20,838.85	
LIBRARY CLERK I	0001	0160	196	100.000	18,954.14	
LIBRARY CLERK II	0001	0160	196	100.000	47,596.00	
LIBRARY CLERK II	0001	0160	196	100.000	47,596.00	
LIBRARY CLERK II	0001	0160	196	100.000	47,596.00	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	64,448.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	64,448.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	64,448.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	64,448.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	64,448.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.000	61,883.14	
SECURITY GUARD	0001	0160	196	100.000	51,871.71	720,747.40
LIBRARIAN I	0001	0160	198	100.000	32,422.43	
LIBRARIAN I	0001	0160	198	100.000	29,532.85	
LIBRARIAN I	0001	0160	198	100.000	64,844.86	
LIBRARIAN I	0001	0160	198	100.000	73,771.71	
LIBRARIAN I	0001	0160	198	100.000	36,155.85	
LIBRARIAN II	0001	0160	198	100.000	80,446.00	
LIBRARIAN II	0001	0160	198	100.000	83,699.71	
LIBRARIAN II	0001	0160	198	100.000	80,446.00	

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<b>Payroll Projection Report - Parameters</b>						
Program : PR815L		7/01/18 to 6/30/19				
					<u>Budget</u>	<u>Object</u>
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Amount</u>	<u>Total</u>
<b>LIBRARY (Cont'd)</b>						
LIBRARIAN III	0001	0160	198	100.000	91,333.43	
LIBRARIAN III	0001	0160	198	100.000	84,242.00	
LIBRARIAN III	0001	0160	198	100.000	91,333.43	
LIBRARIAN III	0001	0160	198	100.000	91,333.43	
LIBRARIAN IV	0001	0160	198	100.000	99,509.43	939,071.13
					1,763,785.39	1,763,785.39



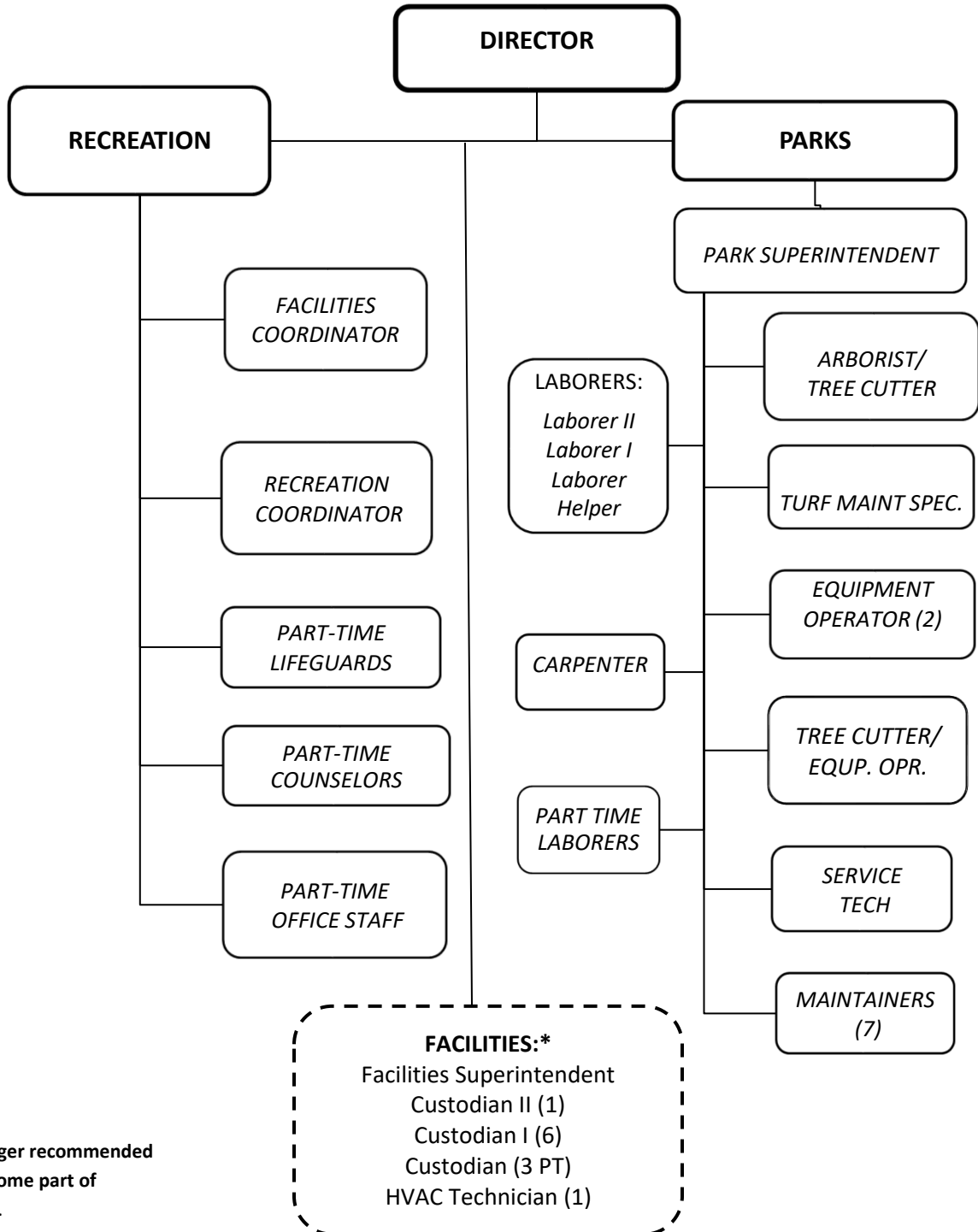
City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
LIBRARY														
LIBRARY (0160)														
0001-0160-40-0-0000-189	MISC PART-TIME	64,287	57,360	68,250	66,701	71,500	30,824	57,402	71,500	71,500	-	0.00%		
0001-0160-40-0-0000-190	ADMINISTRATIVE	97,300	99,744	99,185	101,816	101,729	55,829	103,967	103,967	103,967	2,238	2.20%		
0001-0160-40-0-0000-191	OVERTIME CONTINGENCY	555	1,688	-	1,221	-	947	947	2,000	-	-	#DIV/0!		
0001-0160-40-0-0000-196	MME	639,949	701,741	678,108	677,394	707,920	375,767	699,769	729,432	729,432	21,512	3.04%		
0001-0160-40-0-0000-198	SUPERVISORS	907,018	852,219	905,111	891,183	934,177	498,844	928,969	946,543	946,543	12,366	1.32%		
0001-0160-40-0-0000-350	GASOLINE	1,172	843	1,100	612	900	279	900	600	600	(300)	-33.33%		
0001-0160-40-0-0000-352	VEHICLE MAINTENANCE	551	2,242	950	2,089	1,500	60	1,500	1,800	1,800	300	20.00%		
0001-0160-40-0-0000-389	SECURITY SERVICE	700	259	700	700	700	-	700	700	700	-	0.00%		
0001-0160-40-0-0000-390	OTHER PURCHASED SERVICES	67,178	78,978	84,544	77,525	75,000	56,522	75,000	80,797	80,000	5,000	6.67%		
0001-0160-40-0-0000-413	BUILDING SUPPLIES & MATERIALS	48,575	43,995	50,000	47,911	45,000	14,618	45,000	31,279	14,579	(30,421)	-67.60%		
0001-0160-40-0-0000-430	LIBRARY BOOKS & MATERIALS	162,321	179,410	175,000	175,000	150,000	112,840	150,000	180,575	165,000	15,000	10.00%		
0001-0160-40-0-0000-440	OFFICE EXPENSE & SUPPLIES	29,373	24,616	30,000	30,862	28,000	11,391	28,000	29,500	27,100	(900)	-3.21%		
0001-0160-40-0-0000-640	MEMBERSHIP & MEETINGS	4,042	2,810	3,700	3,213	2,500	1,615	2,500	3,400	2,500	-	0.00%		
***** Cost Center Total ***** Library		2,023,021	2,045,904	2,096,648	2,076,227	2,118,926	1,159,534	2,094,654	2,182,093	2,143,721	24,795	1.17%		

# **SECTION 8**

## **PARKS, RECREATION & FACILITIES**

Parks,  
Recreation,  
Facilities

**STAFFING: PARKS, RECREATION & FACILITIES MAINTENANCE**



\* City Manager recommended division become part of department.

**DEPARTMENT: PARKS, RECREATION & FACILITIES\***  
**- BUDGET CODE: 0001-0801, 0802, 3360**

**DESCRIPTION:**

The Parks, Recreation & Facilities Department consists of three\* divisions responsible for providing recreational opportunities & improving quality of life issues for all Meriden residents.

**PARKS:**

The division maintains and operates over 100 different locations of City property (comprised of over 3,500 acres including all outside grass areas, shrubbery, & flowerbeds) with a 17-person crew and superintendent. Employees are tradesman such tree cutters, equipment operators, carpenters, maintainers, and laborers. Parks maintains all softball, baseball, Little League, soccer, & football fields, tennis & basketball courts, an outdoor swimming pool & waterpark, a bandshell, 26 field houses, 2 linear trails, the Meriden Green, and other related facilities. The division is responsible for the upkeep of the downtown area, all City-owned housing lots, removal of bulky waste items, snow removal for all City sidewalks & lots, & maintenance of all municipal trees. Parks works in tandem with the Recreation Division, Board of Education, non-profit agencies, & local businesses to ensure that facilities & special events are prepared to meet expectations. The division is essential to the setup of the Festival of Silver Lights display & the annual Daffodil Festival.

**RECREATION:**

Two office professionals and numerous lifeguards, counselors, & attendants staff this Division. These employees oversee camp & swim programming. Recreation assists the Parks Department and community entities in the planning, organizing, & implementation of special events & programs such as the Tradition Run, Easter Egg Hunt, Airport Fly-In, Daffodil Festival, Hubbard Park Charity Race Series, Fourth of July Fireworks, National Night Out, Festival of Silver Lights Lighting Ceremony, & Christmas in the Park. The Division also provides financial support for 13 youth athletic leagues & programs.

**\* FACILITIES:**

The Facilities Division is responsible for maintaining all City Buildings including custodial services for our larger downtown properties. The total asset value of these properties is over \$68 million dollars. Maintenance of the facilities includes all building systems as well as outside mechanical, plumbing and electrical systems such as HVAC, generators and lighting. In addition to the Facility Superintendent and custodial staff, the City does supplement its workforce through the use of contractors; therefore, project management is also a major function of the department.

**HIGHLIGHT OF CHANGES:**

**FACILITIES MAINTENANCE: \***

- City Manager recommends Facilities Maintenance become part of the Parks & Recreation Department, similar to previous years.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
FULL-TIME:	20	21	20
PART-TIME:	52	54	50
 <b><u>FACILITIES:</u>*</b>	9 Full Time	9 Full time	9 Full Time
	3 Part Time	3 Part Time	3 Part Time

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>PARKS (0801)</b>						
DIRECTOR OF PARKS & PUBLI	0001	0801	190	100.000	104,285.72	104,285.72
ARBORIST/TREE CUTTER/EQUI	0001	0801	194	100.000	80,466.86	
EQUIPMENT OPERATOR 3/CREW	0001	0801	194	100.000	73,312.86	
EQUIPMENT OPERATOR 3/CREW	0001	0801	194	100.000	74,772.86	
LABORER HELPER	0001	0801	194	100.000	40,000.00	
LABORER I	0001	0801	194	100.000	57,294.57	
LABORER II	0001	0801	194	100.000	55,751.14	
PARK CARPENTER	0001	0801	194	100.000	78,881.71	
PARK HIGHWAY MASON	0001	0801	194	100.000	66,847.14	
PARK MAINTAINER	0001	0801	194	100.000	66,847.14	
PARK MAINTAINER	0001	0801	194	100.000	66,847.14	
PARK MAINTAINER	0001	0801	194	100.000	65,554.00	
PARK MAINTAINER	0001	0801	194	100.000	66,847.14	
PARK MAINTAINER	0001	0801	194	100.000	66,847.14	
PARK MAINTAINER	0001	0801	194	100.000	66,847.14	
PARK MAINTENANCE/CREW LEA	0001	0801	194	100.000	62,905.14	
PARK SERVICES TECHNICIAN	0001	0801	194	100.000	66,847.14	
TREE CUTTER EQUIPMENT OPE	0001	0801	194	100.000	70,330.28	
TURF MAINTENANCE SPECIALI	0001	0801	194	100.000	70,184.28	1,197,383.68
PARK SUPERINTENDENT	0001	0801	198	100.000	86,014.86	86,014.86
					1,387,684.26	1,387,684.26

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
PARKS & RECREATION & BUILDINGS														
PARKS (0801)														
0001-0801-40-0-0000-500	CAPITAL EQUIPMENT	6,499	-	19,100	19,100	40,000	-	40,000	-	-	(40,000)	-100.00%		
0001-0801-40-3-0000-189	MISC PART-TIME	66,080	77,173	101,722	92,564	80,000	40,435	75,300	80,000	50,000	(30,000)	-37.50%		
0001-0801-40-3-0000-190	ADMINISTRATIVE	119,263	123,642	122,130	196,085	104,286	56,000	104,286	104,286	104,286	-	0.00%		
0001-0801-40-3-0000-191	OVERTIME CONTINGENCY	96,037	125,857	95,000	130,168	100,000	47,276	88,039	115,000	115,000	15,000	15.00%		
0001-0801-40-3-0000-194	PUBLIC WORKS	857,207	887,225	914,644	941,643	1,163,879	566,512	1,054,984	1,209,631	1,197,384	33,505	2.88%		
0001-0801-40-3-0000-198	SUPERVISORS	81,270	88,393	91,708	36,808	-	46,320	86,258	86,015	86,015	86,015	#DIV/0!		
0001-0801-40-3-0000-345	PARK & REC EXPENSE & SUPP	83,422	89,295	75,000	86,169	105,000	48,027	105,000	120,000	100,000	(5,000)	-4.76%		
0001-0801-40-3-0000-346	PARK MAINTENANCE/VANDALIS	8,040	6,030	8,500	3,600	5,000	1,200	5,000	6,000	5,000	-	0.00%		
0001-0801-40-3-0000-350	GASOLINE	56,203	47,779	45,000	40,527	45,000	18,680	45,000	50,000	45,000	-	0.00%		
0001-0801-40-3-0000-352	VEHICLE MAINTENANCE	71,302	59,863	68,000	87,378	68,000	46,029	68,000	85,000	68,000	-	0.00%		
0001-0801-40-3-0000-485	SECURITY	1,813	2,897	2,000	4,028	2,000	-	2,000	4,000	2,000	-	0.00%		
0001-0801-40-3-0000-640	MEETINGS & MEMBERSHIPS	2,500	2,969	2,000	1,931	2,000	1,535	2,000	2,500	2,000	-	0.00%		
0001-0801-40-3-0000-642	DOWNTOWN	3,473	1,627	3,500	3,500	3,500	1,591	3,500	5,000	3,500	-	0.00%		
0001-0801-40-3-0000-643	TREE REMOVAL & REPLACEMENT	-	-	-	-	-	-	-	10,000	10,000	10,000	#DIV/0!		
0001-0801-40-3-0000-645	Meriden Green Maintenance	-	-	-	-	-	-	-	-	30,000	30,000	#DIV/0!		
0001-0801-40-3-0000-647	Turf Management	-	-	18,000	18,000	18,000	14,435	18,000	30,000	25,000	7,000	38.89%		
**** Cost Center Total **** Parks		1,453,109	1,512,752	1,566,304	1,661,501	1,736,665	888,040	1,697,368	1,907,432	1,843,185	106,520	6.13%		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
					<u>Budget</u>	<u>Object</u>
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Amount</u>	<u>Total</u>
RECREATION (0802)						
FACILITIES COORDINATOR -	0001	0802	196	100.000	70,413.71	
RECREATION COORDINATOR	0001	0802	196	100.000	57,228.51	127,642.22
					127,642.22	127,642.22



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
RECREATION (0802)														
0001-0802-40-0-0000-500	CAPITAL EQUIPMENT	7,687	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-0802-40-3-0000-191	OVERTIME	9,235	6,454	8,000	9,251	1,000	1,247	1,747	5,000	1,000	-	0.00%		
0001-0802-40-3-0000-192	OTHER NON-UNION	128,503	142,037	130,000	135,805	130,000	89,810	128,916	150,000	130,000	-	0.00%		
0001-0802-40-3-0000-194	PUBLIC WORKS	122,510	125,758	127,826	127,995	-	-	-	-	-	-	#DIV/0!		
0001-0802-40-3-0000-196	MME	138,192	123,077	122,474	115,129	126,062.00	57,778	107,596	127,643	127,643	1,581	1.25%		
0001-0802-40-3-0000-345	RECREATION PROGRAM EXPE	16,262	12,180	14,000	13,980	14,000	11,046	14,000	18,000	14,000	-	0.00%		
0001-0802-40-3-0000-348	LEAGUE SUBSIDY	20,000	31,500	30,000	30,000	30,000	-	30,000	30,000	30,000	-	0.00%		
0001-0802-40-3-0000-349	SAFETY SURFACE REPLACEME	4,320	3,335	4,400	4,400	4,400	1,610	4,400	5,000	4,400	-	0.00%		
0001-0802-40-3-0000-440	OFFICE EXPENSE & SUPPLIES	10,541	8,932	10,000	9,492	9,000	4,394	9,000	10,000	9,000	-	0.00%		
0001-0802-40-3-0000-443	FIREWORKS DISPLAY	18,800	20,000	-	-	-	-	-	20,000	20,000	20,000	#DIV/0!		
0001-0802-40-3-0000-640	MEETINGS & MEMBERSHIPS	2,565	2,547	2,500	1,485	2,500	1,667	2,500	2,500	2,500	-	0.00%		
<b>***** Cost Center Total ***** Recreation</b>		<b>478,615</b>	<b>475,820</b>	<b>449,200</b>	<b>447,537</b>	<b>316,962</b>	<b>167,551</b>	<b>298,159</b>	<b>368,143</b>	<b>338,543</b>	<b>21,581</b>	<b>6.81%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
BUILDING MAINTENANCE AND TECH (3360)						
CUSTODIAN	0001	3360	189	100.000	20,335.71	
CUSTODIAN	0001	3360	189	100.000	20,335.71	
CUSTODIAN	0001	3360	189	100.000	20,335.71	61,007.13
DIRECTOR OF FACILITIES & HVAC TECHNICIAN	0001	3360	190	50.000	-	-
BUILDING CUSTODIAN I	0001	3360	194	100.000	61,360.00	
BUILDING CUSTODIAN I	0001	3360	194	100.000	46,456.68	
BUILDING CUSTODIAN I	0001	3360	194	100.000	57,294.57	
BUILDING CUSTODIAN I	0001	3360	194	100.000	57,294.57	
BUILDING CUSTODIAN I	0001	3360	194	100.000	57,294.57	
BUILDING CUSTODIAN I	0001	3360	194	100.000	57,294.57	
BUILDING CUSTODIAN I	0001	3360	194	100.000	49,890.28	
BUILDING CUSTODIAN II	0001	3360	194	100.000	60,298.00	447,183.24
CUSTODIAL SUPERINTENDENT	0001	3360	198	100.000	91,333.43	91,333.43
					599,523.80	599,523.80
DIRECTOR OF FACILITIES &	0001	0270	190	50.000	-	
					-	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>BUILDING MAINTENANCE (3360)</b>														
0001-3360-40-3-0000-189	MISC PART-TIME	23,184	30,832	20,000	32,426	47,000	24,550	45,719	61,008	61,008	14,008	29.80%		
0001-3360-40-3-0000-190	ADMINISTRATIVE	-	-	-	75,692	60,165	32,546	60,608	60,165	-	(60,165)	-100.00%		
0001-3360-40-3-0000-191	OVERTIME CONTINGENCY	48,785	47,481	40,000	49,432	45,000	23,453	43,676	45,000	45,000	-	0.00%		
0001-3360-40-3-0000-194	PUBLIC WORKS	377,937	370,701	367,527	388,241	376,139	208,461	416,540	447,184	447,184	71,045	18.89%		
0001-3360-40-3-0000-198	SUPERVISORS	82,422	87,927	89,339	85,111	91,334	48,700	90,691	91,334	91,334	-	0.00%		
0001-3360-40-3-0000-350	GASOLINE	1,652	1,587	1,500	1,423	1,500	712	1,500	2,400	1,500	-	0.00%		
0001-3360-40-3-0000-352	VEHICLE MAINTENANCE	2,144	1,476	2,500	2,434	2,000	2,023	2,023	2,500	2,000	-	0.00%		
0001-3360-40-3-0000-412	REPAIRS & UPGRADES	23,300	18,013	20,000	23,168	260,000	140,815	260,000	280,000	286,700	26,700	10.27%		
0001-3360-40-3-0000-413	MAINTENANCE SUPPLIES	41,206	42,050	43,000	42,116	43,000	19,085	43,000	44,000	43,000	-	0.00%		
0001-3360-40-3-0000-414	HEAT ENERGY LIGHTS	1,085,965	1,054,534	1,044,000	984,933	873,800	390,549	873,800	873,800	870,000	(3,800)	-0.43%		
<b>***** Cost Center Total ***** Building Maintenance</b>		<b>1,686,595</b>	<b>1,654,603</b>	<b>1,627,866</b>	<b>1,684,977</b>	<b>1,799,938</b>	<b>890,895</b>	<b>1,837,557</b>	<b>1,907,391</b>	<b>1,847,726</b>	<b>47,788</b>	<b>2.65%</b>		

# **SECTION 9**

## **PUBLIC SAFETY:**

Police

Fire

Emergency Communications

**Administrative Assistant**

- Business Office
- Purchase Orders
- Department Mail Services
- Department Payroll Services
- Vendor Liaison
- Support Services to Office of Chief

**Chief of Police**

- Establish & Maintain Leadership, Vision & Values
- Establish & Facilitate Department Discipline
- Ensure Trust & Legitimacy of Police Department
- Ensure Transparency & Procedural Justice
- Fiscal Management of Police Resources & Budget
- Work to Reduce Crime & Ensure Law & Order
- Ensure Officer Wellness & Safety
- Ensuring Proper Training / Education of Officers

**Internal Affairs Unit**

Sergeants (3)

- Background Investigations
- Administrative Investigations
- Body & Dash Cameras
- Quality Control
- F.O.I.A Requests
- Media Relations
- Force Investigations
- Inspectional Services
- Towing Services

**Special Operations**  
Collateral Assignment  
(Sergeant or Lieutenant)

- SWAT Team
- Hostage Negotiation Team

**Deputy Chief of Field Operations**

- Uniform Police Services
- Investigative Services
- Community Services
- Special Operations
- Emergency Operations Center
- Use of Force / S.R.R. Reviews

**Deputy Chief of Administration**

- Strategic Research & Planning
- Emergency Communications Liaison
- Budget Preparation & Management
- Department Policy Development, Management & Oversight
- Department Personnel Management & Development

**Patrol Operations Division**  
Captain

- Accident Investigation Unit
- Traffic & M/C Unit
- Animal Control Unit (3 Civilians)
- Police Service Techs. (5 Civilians)
- Bid-Shift Assignments
- Crossing Guards (33 Civilians)
- K9 Unit (2 Ofc.- Collateral Assign)
- Special Events Command
- Crowd Management Program
- Divisional Budget Oversight

**Investigative Services Division**  
Detective Lieutenant

- Case Management
- Case Assignments
- Division Reports
- Criminal Investigation Review
- Case Distribution Tracking
- State Attorney Liaison
- Warrant Services Management
- Abatement Program
- Dept. Investigative Liaison
- Divisional Budget

**Administrative & Support Services Division**  
Captain

- Facility Management
- Accreditation Program Management
- Capital Improvement Projects
- Fleet Management
- NARCAN Program Management
- LAP Assessment Reporting
- Safety Committee Management
- Grant Management
- Equipment Management / Inventory
- Department Rosters
- Department Forms
- UOF / Pursuit Reporting

**Technology Services Division**  
Captain

- Manager of all Technology
- T.A.C. – NCIC
- Data Mapping
- Data Tracking
- Data Reports
- Crime Analysis Programs
- Crime Statistics Reports
- Meriden P2C Website
- Uniformed Crime Reporting
- Electronic Case Tracking

**First Watch (11-7)**  
Lieutenant

<b>Group 1 Sergeant</b> • Six (6) Officers	<b>Group 2 Sergeant</b> • Six (6) Officers	<b>Group 3 Sergeant</b> • Six (6) Officers
---	---	---

**Major Crimes Unit**  
Detective Sergeant  
Detectives (7), Civilian Crime Technician (1)

- Intelligence Section
- Financial Crimes
- Pistol Permits
- Cold Case Section
- Part One Crimes
- Hate & Bias Crimes

**Records Unit**  
Civilian Supervisor  
Civilian Records Clerks (3)

- Licensing & Permits for City
- Parking Ticket Collections
- Alarm & Fleet Billing
- Records Filing & Research
- Insurance & Attorney Requests
- City Consumer Protection
- Criminal History Checks

**Information & Technology Section**  
Officer (1), Civilian Specialist (1)

- Mobile Data Terminals
- Management Info. Systems
- Report Writing Module
- Report Management System
- Fleet IT Support
- Computers / Systems
- Axon Support Systems
- Power DMS™
- ID Cards Services
- Keyless FOB Locks
- In-house Camera System
- Dept. Personnel System
- Department Cell Phones
- Radio Equipment / Programs
- Phones & Communications
- Scheduling Software (POSS)

**Second Watch (7-3)**  
Lieutenant

<b>Group 1 Sergeant</b> • Six (6) Officers	<b>Group 2 Sergeant</b> • Six (6) Officers	<b>Group 3 Sergeant</b> • Six (6) Officers
---	---	---

**Special Crimes Unit**  
Detective Sergeant  
Detectives (5), Civilian Crisis Counselor (1)

- Sex Related Crimes
- Domestic Violence
- Juvenile Crimes
- Crisis Counseling Service
- Deviant Crimes
- Special Victim Services

**Professional Development Unit**  
Officer

- Training / Career Development
- Recruitment / Hiring Process
- Firearms / Armory
- FTO Program Coordinator
- Dept. Internship Program
- Supervisor of Police Recruits

\* City Manager Recommended  
Parking Authority  
-Parking Authority Manager

**Third Watch (3-11)**  
Lieutenant

<b>Group 1 Sergeant</b> • Eight (8) Officer	<b>Group 2 Sergeant</b> • Eight (8) Officers	<b>Group 3 Sergeant</b> • Eight (8) Officers
--	---	---

**Crime Suppression Unit**  
Detective Sergeant  
Detectives (3), Officers (3)

- Vice & Narcotics Crimes
- Gang Specialist Section
- DEA Task Force
- Street Robberies
- State Police Task Force
- Narcotics K9

**MPD Fleet Section**  
Civilian Mechanic

- Vehicle Maintenance
- Vehicle Services
- Vehicle Inspections
- Vehicle Accountability
- Liaison to Repair Vendors
- Fuel Pump / Gas Key Service

**Scheduling Office**  
Civilian Scheduling Clerk

- Time-off Requests
- Private Duty Assignments
- Patrol Duty Assignments
- Overtime Hiring
- Private Duty Billing
- Scheduling Software (POSS)

**Court Liaison Section**  
Officer

- Arrest Submittals
- Warrant Processing
- Court paperwork
- In-court Warrant Service
- Restraining/Protective Orders

**Neighborhood initiative Unit**  
Lieutenant

- Citizen Police Academy
- Cadet Program (25 Cadets)
- Community Events
- Citizen Police Academy
- Cadet Program (25 Cadets)
- Community Events

<b>Community Policing Section</b> Sergeant • Nine (9) C.P. Officers	<b>School Resource Officer Section</b> Sergeant • Five (5) S.R. Officers
---	--

**SWORN BUDEGTED POSITIONS**  
Last Updated: 02.28.2018

- Chief: One (1)
- Deputy Chiefs: Two (2)
- Captains: Three (3)
- Detective Lieutenants: One (1)
- Lieutenants: Four (4)
- Detective Sergeants Four (4)
- Sergeants Fourteen (14)
- Detectives: Seventeen (17)
- Officers: Seventy-Seven (77)

TOTAL ALLOTTED SWORN PERSONNEL: 123

**DEPARTMENT: POLICE – BUDGET CODE: 0001-2605****DESCRIPTION:**

Consists of 123 sworn officers with 50 civilian support staff Police officers respond to approximately 45,000 calls for services from the public. The Administrative Division is responsible for Policy Development, Records Management, Training, Application and Processing of State and Federal Grants, Accreditation, and Property/Evidence Management. Patrol Division includes: Patrol Officers, 11 Neighborhood Initiative Officers, 5 School Resource Officers, and SWAT Team. The Investigative Services Division consists of a Major Crimes Unit, Evidence/ID Unit, Special Crimes Unit (Juvenile and Sex Offenses), and a Criminal Suppression Unit (Street Crimes and Drug Offenses). The Meriden Police Department is heavily committed to the Community Policing philosophy. We are partnered with the Council of Neighborhoods which consists of approximately 30 Neighborhood Associations that meet regularly to discuss matters of interests as it relates to their respective neighborhoods.

**\* Parking:**

The Parking Staff is responsible for managing the City's two paid parking areas as well as three unpaid parking areas. The paid parking areas provide parking to monthly contract customers as well as hourly parking customers. In addition, those using the paid parking areas can receive validated parking by visiting any local downtown merchant or the YMCA. Annual revenue from the two paid parking areas is around \$180,000. The unpaid parking areas are used by Senior Center visitors as well as police personnel. The Parking Authority Manager works closely with the Parking Commission.

**HIGHLIGHT OF CHANGES:** \*City Manager recommends Parking become part of the Department.

<b><u>FULL-TIME EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19</u></b>
<b><u>PROPOSED</u></b>			
Sworn Officers:	124	124	123
Full Time Civilians:	13	13	17
Crossing Guards:	29	29	29
Substitute Crossing Guards:	2	3	3
Non Union Positions:	7	7	7
<b><u>Parking:*</u></b>	1 Full Time	1 Full Time	1 Full Time
	6 Part Time	6 Part Time	6 Part
Time			

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Payroll Projection Report - Parameters							
Program : PR815L		7/01/18 to 6/30/19					
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>	
<b>POLICE (2605)</b>							
POLICE CHIEF	0001	2605	190	100.000	129,501.48		
POLICE DEPUTY CHIEF	0001	2605	190	100.000	114,746.35		
POLICE DEPUTY CHIEF	0001	2605	190	100.000	112,057.09	356,304.92	
PART TIME CLERK - NCIC	0001	2605	192	100.000	20,805.00		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71		
POLICE SERVICE TECHNICIAN	0001	2605	192	100.000	14,860.71	109,969.26	
AUTOMOTIVE MECHANIC	0001	2605	194	100.000	60,919.54	60,919.54	
ADMINISTRATIVE ASSISTANT	0001	2605	196	100.000	70,413.71		
ASSISTANT DOG WARDEN	0001	2605	196	100.000	59,683.26		
ASSISTANT DOG WARDEN	0001	2605	196	100.000	64,448.57		
CRISIS INTERVENTION SPECI	0001	2605	196	100.000	70,413.71		
DOG WARDEN	0001	2605	196	100.000	76,232.86		
DOG WARDEN ASSISTANT	0001	2605	196	100.000	13,870.00		
POLICE RECORDS CLERK	0001	2605	196	100.000	48,362.63		
POLICE RECORDS CLERK	0001	2605	196	100.000	51,871.71		
POLICE RECORDS/FLEET CLER	0001	2605	196	100.000	48,524.23		
PROPERTY TECHNICIAN	0001	2605	196	100.000	70,413.71		
SCHEDULING CLERK - POLICE	0001	2605	196	100.000	59,192.57	633,426.96	



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Payroll Projection Report - Parameters						
Program : PR815L			7/01/18 to 6/30/19			
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>POLICE (cont'd)</b>						
POLICE CAPTAIN	0001	2605	197	100.000	107,112.42	
POLICE CAPTAIN	0001	2605	197	100.000	107,112.42	
POLICE CAPTAIN	0001	2605	197	100.000	102,271.42	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE B	0001	2605	197	100.000	84,499.31	
POLICE DETECTIVE LIEUTENA	0001	2605	197	100.000	102,271.42	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.000	92,981.95	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.000	92,981.95	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.000	92,981.95	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.000	92,981.95	

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Payroll Projection Report - Parameters							
Program : PR815L			7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>	
<b>POLICE (cont'd)</b>							
POLICE LIEUTENANT	0001	2605	197	100.000	97,365.01		
POLICE LIEUTENANT	0001	2605	197	100.000	97,365.01		
POLICE LIEUTENANT	0001	2605	197	100.000	97,365.01		
POLICE LIEUTENANT	0001	2605	197	100.000	97,365.01		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	76,126.30		
POLICE OFFICER	0001	2605	197	100.000	74,332.21		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	71,979.58		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	74,332.21		
POLICE OFFICER	0001	2605	197	100.000	75,160.25		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		
POLICE OFFICER	0001	2605	197	100.000	80,465.15		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>POLICE (cont'd)</b>						
POLICE OFFICER	0001	2605	197	100.000	74,194.20	
POLICE OFFICER	0001	2605	197	100.000	64,407.61	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	79,657.18	
POLICE OFFICER	0001	2605	197	100.000	76,678.33	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	73,356.30	
POLICE OFFICER	0001	2605	197	100.000	74,332.21	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	55,409.74	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	55,409.74	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>POLICE (cont'd)</b>						
POLICE OFFICER	0001	2605	197	100.000	74,332.21	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	75,160.25	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	80,465.15	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>POLICE (cont'd)</b>						
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	52,880.21	
POLICE OFFICER	0001	2605	197	100.000	64,407.61	
POLICE OFFICER	0001	2605	197	100.000	(52,880.21)	
POLICE OFFICER	0001	2605	197	100.000	(52,880.21)	
POLICE OFFICER	0001	2605	197	100.000	(52,880.21)	
POLICE OFFICER	0001	2605	197	100.000	(52,880.21)	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE SERGEANT	0001	2605	197	100.000	88,511.66	
POLICE Military Reimbursement	0001	2605	197	100.000	(100,000.00)	9,367,222.67
POLICE RECORDS SUPERVISOR	0001	2605	198	100.000	52,163.71	
TECHNOLOGY SUPPORT SPECIA	0001	2605	198	100.000	73,771.71	125,935.42

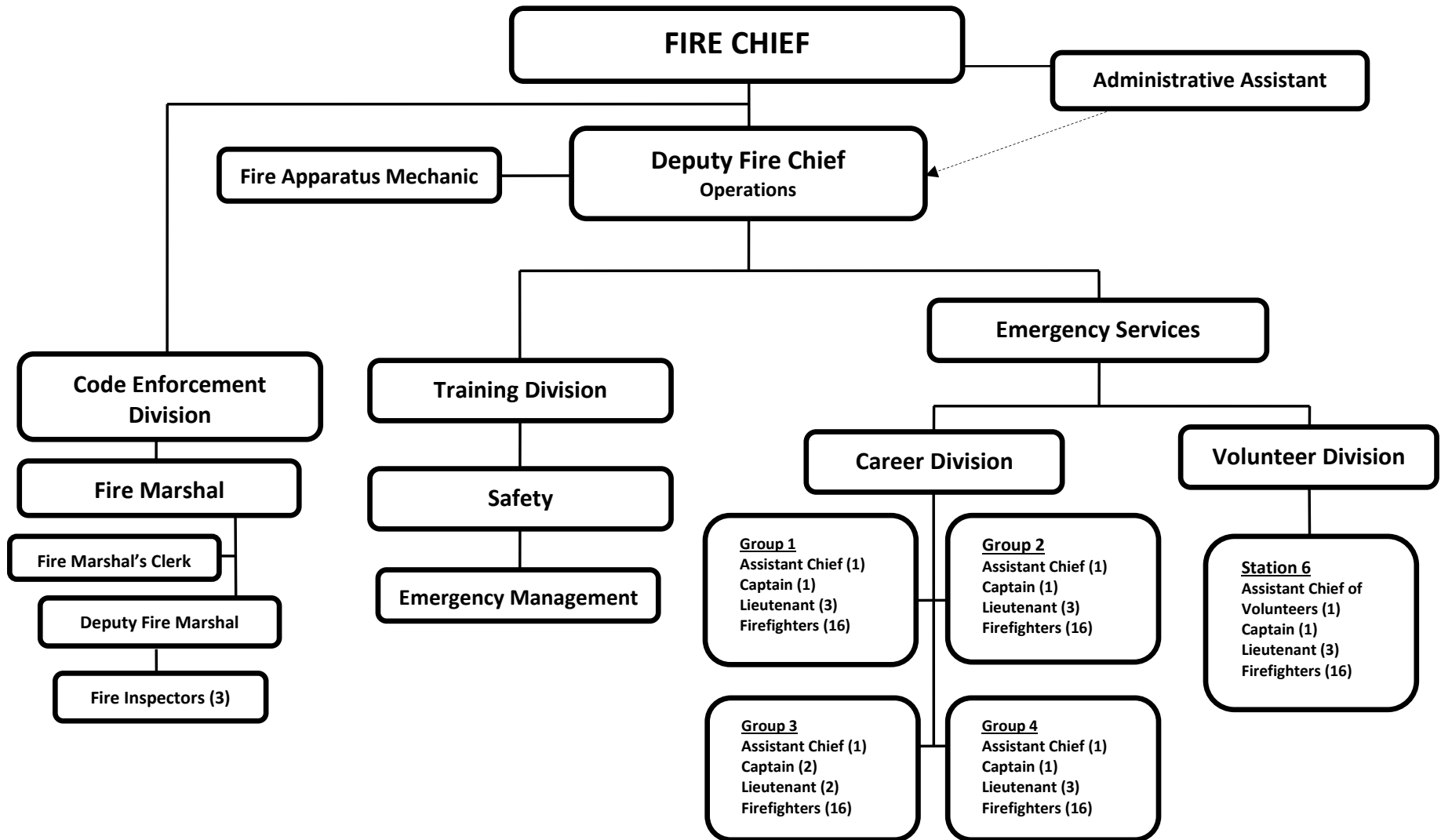
City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
PUBLIC SAFETY														
POLICE (2605)														
0001-2605-40-2-0000-189	MISC PART-TIME	4,000	4,000	4,000	4,000	4,000	2,000	4,000	4,000	4,000	-	0.00%		
0001-2605-40-2-0000-190	ADMINISTRATIVE	228,418	232,350	232,127	277,351	238,524	191,331	356,305	356,305	356,305	117,781	49.38%		
0001-2605-40-2-0000-191	OVERTIME	1,390,073	1,467,362	1,110,000	1,721,094	1,526,250	833,938	1,543,315	1,550,000	1,543,315	17,065	1.12%		
0001-2605-40-2-0000-192	OTHER NON UNION	62,925	65,655	89,164	85,981	90,000	37,112	69,112	162,133	109,970	19,970	22.19%		
0001-2605-40-2-0000-194	PUBLIC WORKS	80,320	82,267	83,624	83,708	85,494	43,329	80,690	72,920	60,920	(24,574)	-28.74%		
0001-2605-40-2-0000-196	MME	508,625	501,298	580,003	574,996	602,548	330,336	615,167	633,427	633,427	30,879	5.12%		
0001-2605-40-2-0000-197	POLICE PATROL	8,296,639	8,852,226	9,555,368	8,869,963	9,161,000	4,517,759	8,933,619	9,223,391	9,367,223	206,223	2.25%		
0001-2605-40-2-0000-198	SUPERVISORS	69,308	72,347	72,150	72,224	73,772	68,768	128,063	73,772	125,936	52,164	70.71%		
0001-2605-40-2-0000-199	CROSSING GUARDS	269,548	240,933	261,170	213,934	267,127	106,297	209,536	265,214	240,214	(26,913)	-10.07%		
0001-2605-40-2-0000-350	GASOLINE	279,556	227,464	170,050	153,603	175,000	72,428	175,000	182,600	175,000	-	0.00%		
0001-2605-40-2-0000-352	VEHICLE MAINTENANCE	57,311	37,581	60,000	7,481	60,000	(89,708)	60,000	82,000	60,000	-	0.00%		
0001-2605-40-2-0000-380	COMMUNICATIONS & MAINTEN	94,857	85,695	100,800	108,520	90,000	46,025	90,000	114,000	76,000	(14,000)	-15.56%		
0001-2605-40-2-0000-381	TRAINING	176,650	181,057	193,500	219,598	193,500	95,400	193,500	219,500	210,000	16,500	8.53%		
0001-2605-40-2-0000-382	SOUTH CENTRAL JUSTICE	12,125	12,125	12,325	12,000	12,325	12,325	12,325	12,325	12,325	-	0.00%		
0001-2605-40-2-0000-390	EXPLORERS/AUXILIARY POLICE	7,175	7,500	6,500	6,499	7,000	1,000	7,000	7,500	7,000	-	0.00%		
0001-2605-40-2-0000-391	CANINE UNIT	4,910	4,144	4,000	1,284	5,000	2,566	5,000	6,000	6,000	1,000	20.00%		
0001-2605-40-2-0000-392	BICYCLE PATROL	2,314	2,500	2,200	1,721	2,500	-	2,500	4,000	3,000	500	20.00%		
0001-2605-40-2-0000-443	POLICE EXPENSE & SUPPLIES	101,122	96,666	102,400	102,897	95,000	54,028	95,000	129,300	98,300	3,300	3.47%		
0001-2605-40-2-0000-490	ACCREDITATION	135	-	-	-	-	-	-	500	500	500	#DIV/0!		
0001-2605-40-2-0000-491	CRIME PREVENTION	1,000	785	1,000	938	2,500	1,488	2,500	7,700	5,000	2,500	100.00%		
0001-2605-40-2-0000-492	HOSTAGE CRISIS	19,183	19,933	20,000	15,042	20,000	11,194	20,000	24,000	20,000	-	0.00%		
0001-2605-40-2-0000-510	IT TECHNOLOGY	217,197	247,262	256,516	254,952	250,000	181,123	250,000	298,035	275,000	25,000	10.00%		
0001-2605-40-2-0000-511	Body Camera / Taser Expense	-	-	131,000	-	131,000	-	131,000	131,000	131,000	-	0.00%		
0001-2605-40-2-0000-640	MEMBERSHIP & MEETINGS	5,997	4,822	6,000	5,579	6,000	4,378	6,000	6,800	6,000	-	0.00%		
0001-2605-40-2-0000-699	TRANSFER OUT - DOG FUND	-	10,000	10,000	12,500	10,000	-	10,000	20,000	10,000	-	0.00%		
0001-2605-40-2-0000-709	POLICE PRIVATE DUTY	2,886	48,916	-	32,390	1	13,673	1	1	1	-	0.00%		
0001-2605-40-2-0191-699	TRANSFER OUT - LAW ENF BLD	9,668	-	-	-	-	-	-	-	-	-	#DIV/0!		
***** Cost Center Total ***** Police		11,901,942	12,504,890	13,063,897	12,838,254	13,108,541	6,536,792	12,999,633	13,586,423	13,536,436	427,895	3.26%		

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<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>PARKING (3940)</b>						
SECURITY ATTENDANT	0001	3940	192	100.000	16,620.53	
SECURITY ATTENDANT	0001	3940	192	100.000	15,290.89	
SECURITY ATTENDANT	0001	3940	192	100.000	14,339.28	
SECURITY ATTENDANT	0001	3940	192	100.000	16,620.53	
SECURITY ATTENDANT	0001	3940	192	100.000	14,626.07	77,497.30
MANAGER / SECURITY ATTEND	0001	3940	198	100.000	54,291.14	54,291.14
					<b>131,788.44</b>	<b>131,788.44</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
PARKING (3940)														
0001-3940-40-0-0000-191	OVERTIME CONTINGENCY						182	338	-	-				
0001-3940-40-0-0000-192	PAYROLL	65,679	72,623	74,181	73,809	85,450	36,837	68,600	77,498	77,498	(7,952)	-9.31%		
0001-3940-40-0-0000-198	SUPERVISORS	49,008	50,199	51,026	53,340	53,103	29,063	54,122	54,292	54,292	1,189	2.24%		
0001-3940-40-0-0000-323	MAINTENANCE	1,439	533	1,500	335	2,500	-	2,500	2,500	2,000	(500)	-20.00%		
0001-3940-40-0-0000-350	GASOLINE	1,021	926	900	602	900	118	900	900	900	-	0.00%		
0001-3940-40-0-0000-352	VEHICLE MAINTENANCE	39	-	250	255	250	-	250	250	250	-	0.00%		
0001-3940-40-0-0000-440	GENERAL EXPENSES	2,109	2,415	2,500	2,618	2,500	1,020	2,500	3,500	2,500	-	0.00%		
<b>***** Cost Center Total ***** Parking</b>		<b>119,295</b>	<b>126,696</b>	<b>130,357</b>	<b>130,959</b>	<b>144,703</b>	<b>67,219</b>	<b>129,209</b>	<b>138,940</b>	<b>137,440</b>	<b>(7,263)</b>	<b>-5.02%</b>		



**STAFFING - FIRE AND EMERGENCY SERVICES**



**DEPARTMENT: FIRE – BUDGET CODE: 0001-2610**

**DESCRIPTION:**

The City of Meriden Department of Fire and Emergency Services, provide quality fire and emergency services to the community. We provide 24/7 emergency services with a staff of 100 career personnel, three administrative personnel and 25 Volunteers. The department operates out of six fire stations, staffing five engine companies and one Truck (ladder) company.

The volunteers staff a light rescue for medical calls and an engine company for fire related emergencies.

Our highly trained fire personnel and Fire Marshal’s staff strive to continue quality service to the public and our City’s visitors well on into the future.

**HIGHLIGHT OF CHANGES: No Changes**

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
FULL TIME:	103	103	103
VOLUNTEERS:	25	25	25

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<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>FIRE (2610)</b>						
DEPUTY FIRE CHIEF	0001	2610	190	100.000	105,963.93	
FIRE CHIEF	0001	2610	190	100.000	117,737.53	223,701.46
AUTOMOTIVE MECHANIC	0001	2610	194	100.000	87,412.29	87,412.29
ASSISTANT FIRE CHIEF	0001	2610	195	100.000	99,207.00	
ASSISTANT FIRE CHIEF	0001	2610	195	100.000	99,207.00	
ASSISTANT FIRE CHIEF	0001	2610	195	100.000	99,207.00	
ASSISTANT FIRE CHIEF	0001	2610	195	100.000	99,207.00	
DEPUTY FIRE MARSHALL	0001	2610	195	100.000	89,915.14	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	
FIRE CAPTAIN	0001	2610	195	100.000	89,877.60	



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Payroll Projection Report - Parameters						
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<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>FIRE (cont'd)</b>						
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	72,188.88	
FIRE FIGHTER	0001	2610	195	100.000	66,247.44	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	69,955.20	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,023.44	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,023.44	

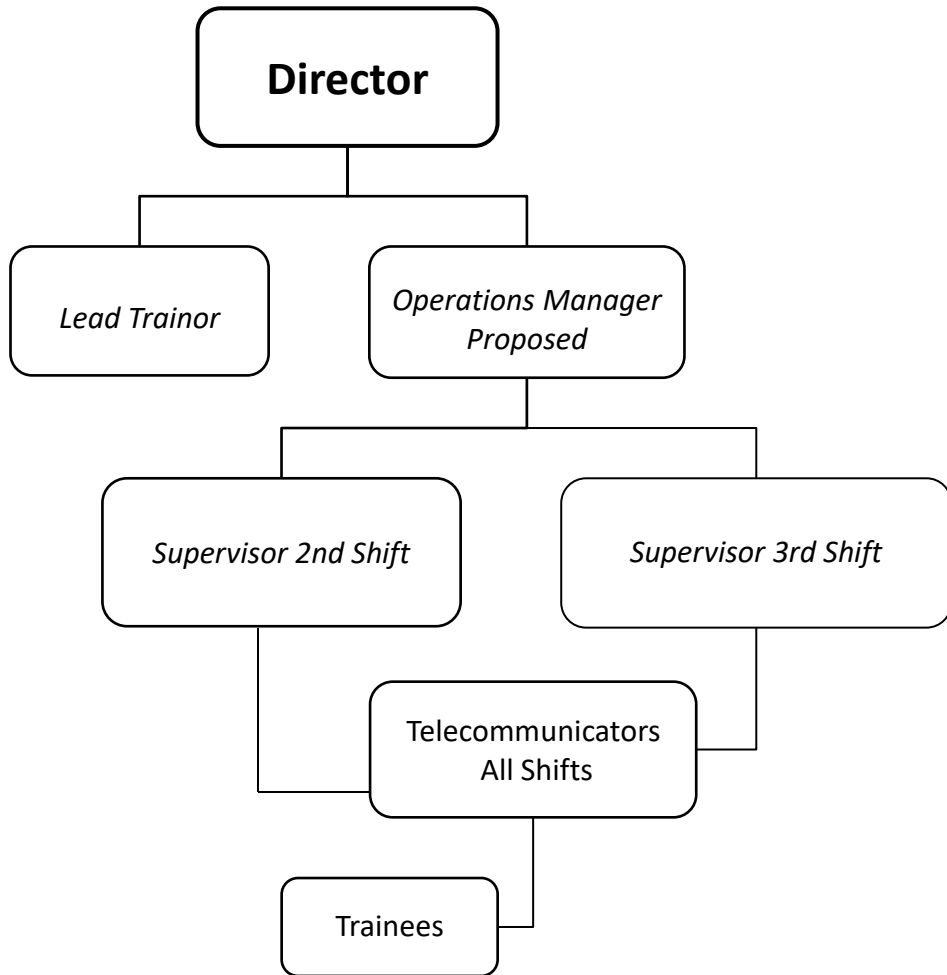
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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>FIRE (cont'd)</b>						
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	56,217.30	
FIRE FIGHTER	0001	2610	195	100.000	56,217.30	
FIRE FIGHTER	0001	2610	195	100.000	74,023.44	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	72,188.88	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE FIGHTER	0001	2610	195	100.000	74,547.60	
FIRE INSPECTOR	0001	2610	195	100.000	81,801.71	
FIRE INSPECTOR	0001	2610	195	100.000	81,801.71	
FIRE INSPECTOR	0001	2610	195	100.000	81,801.71	



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
FIRE (2610)														
0001-2610-40-2-0000-189	MISC PART-TIME	4,758	8,515	4,000	5,131	4,000	3,139	5,845	4,000	4,000	-	0.00%		
0001-2610-40-2-0000-190	ADMINISTRATIVE	198,465	209,135	209,478	218,930	219,101	120,125	223,701	223,702	223,702	4,601	2.10%		
0001-2610-40-2-0000-191	OVERTIME CONTINGENCY	1,137,501	1,045,032	950,000	1,138,421	1,025,000	557,872	913,281	1,025,000	965,000	(60,000)	-5.85%		
0001-2610-40-2-0000-194	PUBLIC WORKS	73,924	77,084	83,624	82,154	85,494	45,581	84,883	87,413	87,413	1,919	2.24%		
0001-2610-40-2-0000-195	FIRE	6,863,119	7,147,928	7,541,462	7,298,535	7,400,000	4,077,519	7,593,340	7,797,258	7,797,258	397,258	5.37%		
0001-2610-40-2-0000-196	MME	108,642	105,685	110,731	103,637	109,743	58,625	109,174	113,749	202,642	92,899	84.65%		
0001-2610-40-2-0000-235	TRANSFER IN - PREMIUM									30,000	30,000	#DIV/0!		
0001-2610-40-2-0000-350	GASOLINE	61,455	47,652	40,000	37,649	45,000	16,788	45,000	45,000	44,500	(500)	-1.11%		
0001-2610-40-2-0000-352	VEHICLE MAINTENANCE	65,793	62,605	60,000	99,372	75,000	62,010	75,000	80,000	82,500	7,500	10.00%		
0001-2610-40-2-0000-380	COMMUNICATIONS & MAINTEN	15,090	21,615	35,000	28,020	32,000	7,602	32,000	41,370	41,000	9,000	28.13%		
0001-2610-40-2-0000-381	TRAINING	23,426	25,248	40,000	25,884	40,000	3,427	40,000	49,200	40,000	-	0.00%		
0001-2610-40-2-0000-390	PHYSICALS	12,824	40,132	30,000	5,678	35,000	28,487	35,000	43,683	40,500	5,500	15.71%		
0001-2610-40-2-0000-394	RECRUITMENT	-	2,980	3,000	-	2,000	-	2,000	2,000	2,000	-	0.00%		
0001-2610-40-2-0000-413	MAINT SUPPLIES	42,775	38,516	39,000	31,670	41,000	17,439	41,000	43,850	41,300	300	0.73%		
0001-2610-40-2-0000-440	OFFICE EXPENSE & SUPPLIES	14,470	16,044	15,500	16,918	14,500	6,650	14,500	24,400	17,000	2,500	17.24%		
0001-2610-40-2-0000-503	FIRE EQUIPMENT	71,730	91,151	72,000	81,297	75,000	40,814	75,000	69,008	87,250	12,250	16.33%		
0001-2610-40-2-0000-505	Personnel Protective Equipment	-	-	-	-	65,000	58,639	65,000	71,610	77,500	12,500	19.23%		
0001-2610-40-2-0000-640	MEMBERSHIP & MEETINGS	5,718	9,517	11,665	11,628	10,000	3,928	10,000	13,265	10,500	500	5.00%		
0001-2610-40-2-1000-195	FIRE	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-2610-40-2-1000-196	MME	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
***** Cost Center Total ***** Fire		8,699,690	8,948,839	9,245,460	9,184,923	9,277,838	5,108,644	9,364,725	9,734,508	9,794,065	516,227	5.56%		



**STAFFING: EMERGENCY COMMUNICATIONS**



**DEPARTMENT: EMERGENCY COMMUNICATIONS - BUDGET CODE: 0001-2617**

**DESCRIPTION:**

The Meriden Emergency Communications Center answers all 911 calls for the City of Meriden, CT. It is staffed 24 hours a day, 7 days a week, 365 days a year, and answers over 26,000, 911 calls per year. The Center also answers the non-emergency and administrative phone lines for the Meriden Police Department. This past year the Center processed over 85,000 non-emergency calls, for a total of 111,000 calls. The Telecommunicators are State certified and dispatch the Meriden Police Department and Meriden Fire Department via radio.

**HIGHLIGHT OF CHANGES:**

0001-2617-191 & 196

- Increased salary line item due to contractual obligations.
- Overtime increase due to staffing shortage of six.
- New full time management position.

0001-2617-380

- Increase in communications and maintenance line item for cell phone, purchase of headsets, and communication equipment that will be necessary in the following year. Also, uniform allowance per CBA, satellite and iPhone for center, chairs and equipment for center.

0001-2617-381

- The training line is necessary for the Center to maintain state certification requirements of all personnel. It s critical to development of employees considering the new technology advances in the industry, for new hire training and supervisory training.

0001-2617-500

- Remote access computers for the radio system.
- Microwave link upgrade for Harbor Towers to S. Broad Street
- Microwave link upgrade for Harbor Towers to Public Works Facility

0001-2617-379

- Annual increase for the C-MED contract through Northwest Connecticut Public Safety.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
Full time Director	1	1	1
Full time Dispatchers	21	18	18
Additional Management position			1

- Three dispatch positions were eliminated last year.
- Elimination of part time clerical position.

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
EMERGENCY COMMUNICATIONS (2617)						
PART TIME CLERK - NCIC	0001	2617	189	100.000	-	-
Assistant Director	0001	2617	190	100.000	77,140.00	
DIR OF EMERGENCY COMMUNIC	0001	2617	190	100.000	99,406.45	176,546.45
PUBLIC SAFETY DISP SHFT S	0001	2617	196	100.000	61,194.86	
PUBLIC SAFETY DISP SHFT S	0001	2617	196	100.000	61,194.86	
PUBLIC SAFETY DISP SHFT S	0001	2617	196	100.000	61,194.86	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	50,433.37	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	48,532.17	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	50,433.37	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	48,458.57	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	48,605.77	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	55,855.43	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	46,907.71	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.000	46,907.71	970,706.69
					1,147,253.14	1,147,253.14

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
EMERGENCY MANAGEMENT (2690)						
CO-DIRECTOR OF CIVIL DEFE	0001	2690	189	100.000	4,000.00	
CO-DIRECTOR OF CIVIL DEFE	0001	2690	189	100.000	4,000.00	8,000.00
					8,000.00	8,000.00

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>EMERGENCY COMMUNICATIONS (2617)</b>														
0001-2617-40-0-0000-189	SEASONAL WORKERS	-	-	-	8,438	15,000	6,467	12,044	22,464	-	(15,000)	-100.00%		
0001-2617-40-2-0000-190	ADMINISTRATION	81,571	105,573	81,424	97,834	97,267	53,380	99,406	174,407	176,547	79,280	81.51%		
0001-2617-40-2-0000-191	OVERTIME	222,418	335,588	180,000	361,929	250,000	222,977	421,553	375,000	275,000	25,000	10.00%		
0001-2617-40-2-0000-196	MME	771,257	772,555	1,006,795	769,462	1,009,072	418,887	780,071	1,064,523	969,707	(39,365)	-3.90%		
0001-2617-40-2-0000-352	VEHICLE MAINTENANCE	-	-	-	2,200	2,400	1,200	2,400	2,400	2,400	-	0.00%		
0001-2617-40-2-0000-379	C-MED	199,298	-	23,276	23,213	23,276	23,848	23,848	24,500	24,500	1,224	5.26%		
0001-2617-40-2-0000-380	COMMUNICATIONS & MAINTEN	1,406	5,415	2,500	4,426	5,000	2,415	5,000	19,100	5,000	-	0.00%		
0001-2617-40-2-0000-381	TRAINING	46,626	27,514	30,000	11,100	30,000	10,857	30,000	30,000	30,000	-	0.00%		
0001-2617-40-2-0000-440	OFFICE EXPENSE & SUPPLIES	21,791	32,601	20,000	20,488	20,000	7,205	20,000	20,000	20,000	-	0.00%		
<b>***** Cost Center Total *****Emergency Communications</b>		<b>1,344,367</b>	<b>1,279,245</b>	<b>1,343,995</b>	<b>1,299,089</b>	<b>1,452,015</b>	<b>747,238</b>	<b>1,394,322</b>	<b>1,732,394</b>	<b>1,503,154</b>	<b>51,139</b>	<b>3.52%</b>		
<b>EMERGENCY MANAGEMENT (2690)</b>														
0001-2690-40-2-0000-383	CIVIL PREPAREDNESS REPAIR	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-2690-40-2-0000-440	OFFICE EXPENSE & SUPPLIES	753	894	750	711	-	-	-	-	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Emergency Management</b>		<b>753</b>	<b>894</b>	<b>750</b>	<b>711</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>		

# **SECTION 10**

## **PUBLIC WORKS:**

Engineering

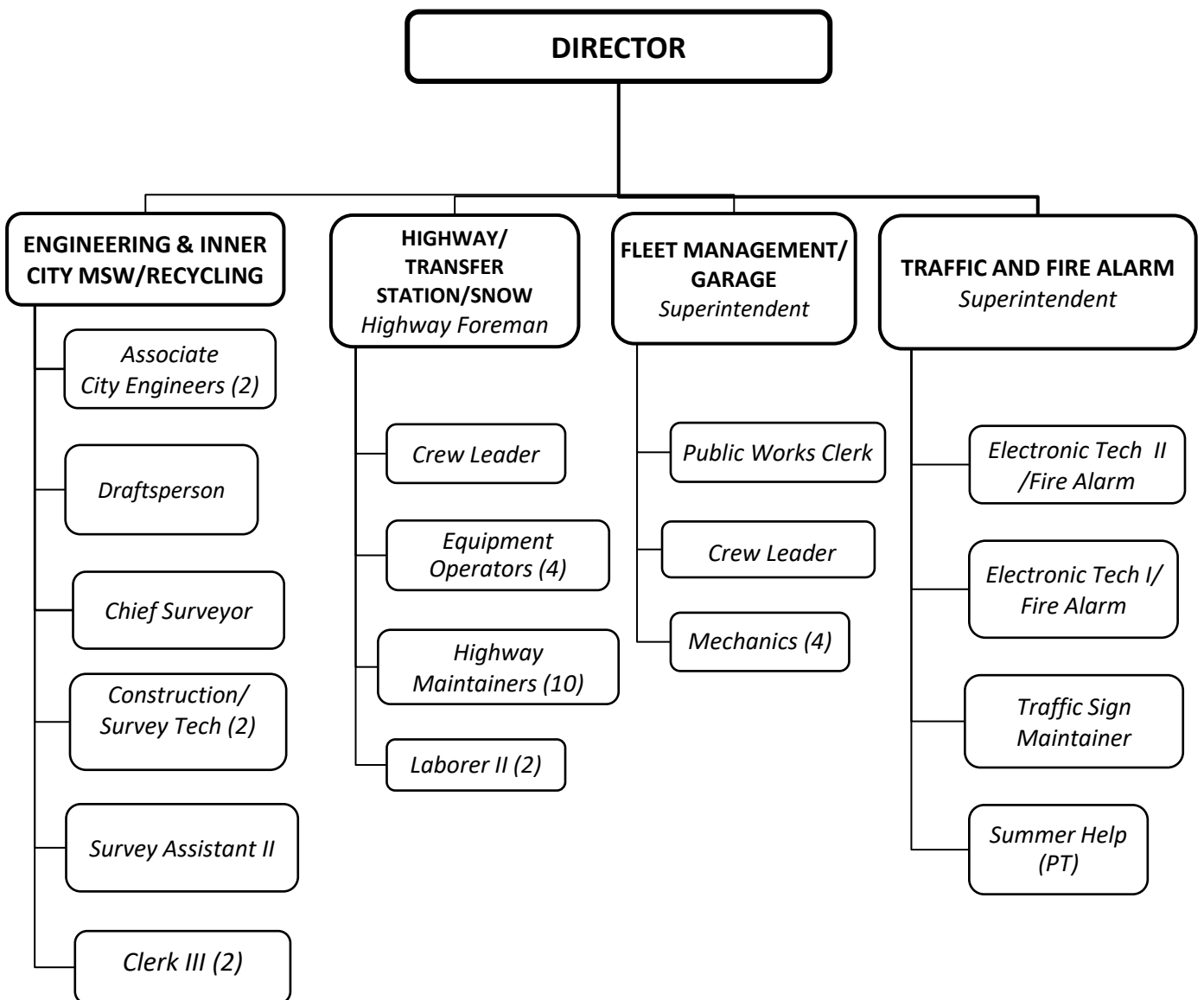
Garage

Highway

Traffic

Solid Waste

**STAFFING: PUBLIC WORKS**



**DEPARTMENT: PUBLIC WORKS - BUDGET CODE: 0001-310/3320/3351/3353/3354/3355/3357/3359****DESCRIPTION:**

The Department of Public Works is comprised of four major divisions: Engineering, Highway, Traffic/Fire Alarm and Fleet Maintenance. Additionally, the Transfer Station is managed by Highway and Engineering manages the Inner City Tax District Solid Waste and Recycling.

The Department of Public Works is responsible for managing, operating, and maintaining the infrastructure of the City of Meriden, less water and sewer, in a productive, efficient, and environmentally responsible manner. Roads, bridges, storm drainage systems, traffic signals, road signs, snow plowing, and City owned watercourses are the responsibility of the Department of Public Works.

**Engineering**

Engineering is responsible for the management of the Harbor Brook Flood Control and Liner Trail Project, Citywide Paving, Citywide Sidewalks, CDBG Sidewalks and the Transit Oriented Development roadway improvements.

Staff provides monthly representation to the Inland Wetlands and Watercourse Commission, Planning and Zoning Commission, Public Utilities Commission, Flood Control Implementation Agency, Public Works, Parks and Recreation Committee, and Economic Development Task Force Committee.

Staff issues and tracks a variety of permits including sewer capping permits, road openings, utility repairs, and dumpster permits. Staff reviews all residential and commercial site plan applications, plot plans/foundation plans for residential construction, and reviews record drawings of newly installed water mains, sanitary sewers and storm sewers installed in conjunction with new developments.

The field crews conduct surveys of City owned parcels, complete land record research, provide inspection services on City owned facilities, inspects work performed by contractors that impacts the City facilities, and locates the City's infrastructure through the Call Before You Dig program in accordance with PURA rules/regulations. Over 2500 CBYD locations occur annually.

Meriden became a member of the South Central Regional Water Authority's Haz-Waste Central household on July 1, 2017. This service is available most Saturdays from May through October. Growth of this program is expected as more residents become familiar with the program.

**Fleet Maintenance**

Staff is responsible for repairs to the City's fleet of vehicles with the exception of Police, Fire and Board of Education vehicles.



The fleet includes approximately 375 plated pieces of rolling stock (cars, pick-up trucks, pay loaders, dump trucks, senior busses, bucket trucks, etc.) and nearly 300 pieces of non-plated equipment (snow throwers, line painting machines, paving box, lawn mowers, etc.).

The City owns and maintains a fast fill Natural Gas fueling station on Michael Drive.

Staff is responsible for the purchase of vehicles and heavy equipment for all departments with the exception of Police, Fire and Board of Education.

### **Traffic/Fire Alarm**

Division maintains 64 signal controlled intersections, 12 flashers and 3 closed loop traffic signal systems.

Staff maintains the City's Fire Alarm system which includes 240 call boxes, +/-90 miles of cable and performs annual testing of the fire alarm system for all schools.

Staff maintains and installs traffic signs (No Parking, Handicapped Parking, Fire Lane, etc.), and pavement markings.

### **Highway**

The Highway Division is responsible for all maintenance activities associated with the City's +/-190 miles of roads. Activities include street sweeping, pothole repair, emergency road closures (i.e., flooding), the installation of small drainage systems, collection of Christmas trees/leaves and snow removal.

Staff operates the Transfer Station which is located on Evansville Avenue. Materials accepted include white metal, couches, kitchen tables, carpeting, old toys, etc. Commercial vehicles are not permitted and the cost to use the transfer station is based on vehicle type.

The transfer station is home to the City's e-waste collection program and the mattress recycling program which began in 2017. Residents may dispose of electrical waste and mattresses in reasonably good condition and not frozen or saturated at no cost during normal hours.

The City accepts brush and leaves which is processed into wood chips and compost respectfully and is used on various City projects. Additionally, these products are available to City residents at no cost.

The Transfer Station is opened one Saturday in May and October for the free disposal of acceptable materials.

The Transfer Station has extended weekday hours and an additional Saturday generally in May and November for the disposal of leaves and brush.

**HIGHLIGHT OF CHANGES:**

**Engineering**

- No significant change in programs and expenses.

**Garage**

- No significant change in programs and expenses.

**Traffic/Fire Alarm**

- Recommending moving streetlight expenditures to the Facilities Department.

**Highway**

- No significant change in programs and expenses.

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 PROPOSED</u></b>
Engineering	9.5	10	10
Fleet Maintenance	6	6	6
Traffic/Fire Alarm	4	4	4
Highway	18	18	18
Total staff	37.5	38	38

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>P.W. - ENGINEERING (3310)</b>						
DIRECTOR OF PUBLIC WORKS	0001	3310	190	100.000	122,361.56	122,361.56
CHIEF SURVEYOR	0001	3310	196	100.000	74,975.83	
CLERK III	0001	3310	196	100.000	47,410.23	
CLERK III	0001	3310	196	100.000	59,192.57	
CONSTRUCTION/SURVEY TECHN	0001	3310	196	100.000	76,232.86	
CONSTRUCTION/SURVEY TECHN	0001	3310	196	100.000	76,232.86	
DRAFTSPERSON	0001	3310	196	100.000	67,535.43	
SURVEY ASSISTANT II	0001	3310	196	100.000	53,643.71	455,223.49
ASSOCIATE CITY ENGINEER	0001	3310	198	100.000	104,244.00	
ASSOCIATE CITY ENGINEER	0001	3310	198	100.000	104,244.00	208,488.00
					<b>786,073.05</b>	<b>786,073.05</b>
RESIDENT REPRESENTATIVE	0401	7370	235	100.000	52,142.86	
					<b>52,142.86</b>	

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
PUBLIC WORKS														
P.W. - ENGINEERING (3310)														
0001-3310-40-0-0000-500	CAPITAL EQUIPMENT	-	26,622	12,000	12,000	-	-	-	-	-	-	#DIV/0!		
0001-3310-40-0-0000-510	SOFTWARE	-	-	-	-	6,800	5,575	6,800	7,600	7,600	800	11.76%		
0001-3310-40-3-0000-189	SEASONAL WORKERS	1,754	3,502	-	-	9,600	-	-	9,600	-	(9,600)	-100.00%		
0001-3310-40-3-0000-190	ADMINISTRATIVE	111,319	114,266	113,367	119,114	119,378	65,706	122,362	122,362	122,362	2,984	2.50%		
0001-3310-40-3-0000-191	OVERTIME	6,773	5,214	4,500	3,076	5,000	3,235	8,233	5,500	5,500	500	10.00%		
0001-3310-40-3-0000-196	MME	359,275	293,887	354,095	341,432	440,041	229,840	428,018	470,867	455,224	15,183	3.45%		
0001-3310-40-3-0000-198	SUPERVISORS	192,057	205,284	203,887	205,001	208,488	111,955	208,488	208,488	208,488	-	0.00%		
0001-3310-40-3-0000-320	INSPECTIONS - DAMS & BRIDGE	3,500	4,500	4,000	4,000	3,500	-	3,500	3,500	-	(3,500)	-100.00%		
0001-3310-40-3-0000-350	GASOLINE	9,246	8,538	8,000	7,267	8,000	2,983	8,000	8,300	8,300	300	3.75%		
0001-3310-40-3-0000-352	VEHICLE MAINTENANCE	7,177	7,087	6,000	7,009	7,000	2,907	7,000	6,800	6,800	(200)	-2.86%		
0001-3310-40-3-0000-440	OFFICE EXPENSE & SUPPLIES	11,885	11,217	10,000	10,788	10,300	4,114	10,300	6,700	10,300	-	0.00%		
0001-3310-40-3-0000-640	MEMBERSHIPS & MEETINGS	2,167	1,691	2,500	2,071	2,500	1,981	2,500	2,650	2,650	150	6.00%		
<b>***** Cost Center Total ***** Engineering</b>		<b>705,153</b>	<b>681,809</b>	<b>718,349</b>	<b>711,759</b>	<b>820,607</b>	<b>428,297</b>	<b>805,201</b>	<b>852,367</b>	<b>827,224</b>	<b>6,617</b>	<b>0.81%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
					<u>Budget</u>	<u>Object</u>
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Amount</u>	<u>Total</u>
<b>P.W. - GARAGE (3351)</b>						
AUTOMOTIVE MECHANIC	0001	3351	194	100.000	80,466.86	
AUTOMOTIVE MECHANIC	0001	3351	194	100.000	80,466.86	
AUTOMOTIVE MECHANIC	0001	3351	194	100.000	80,466.86	
AUTOMOTIVE MECHANIC	0001	3351	194	100.000	80,466.86	
MAINT MECH II/GARAGE CREW	0001	3351	194	100.000	87,412.29	409,279.73
PUBLIC WORKS CLERK	0001	3351	196	100.000	61,883.14	61,883.14
					<b>471,162.87</b>	<b>471,162.87</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - GARAGE (3351)														
0001-3351-40-0-0000-500	CAPITAL EQUIPMENT	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-3351-40-3-0000-191	OVERTIME	6,179	2,530	4,000	2,701	3,000	1,893	3,525	3,000	3,000	-	0.00%		
0001-3351-40-3-0000-194	PUBLIC WORKS	362,942	375,483	387,737	385,882	398,726	209,946	390,971	409,280	409,280	10,554	2.65%		
0001-3351-40-3-0000-196	MME	49,303	50,490	50,243	54,954	59,652.00	32,032	59,651	61,884	61,884	2,232	3.74%		
0001-3351-40-3-0000-323	REPAIRS & MAINTENANCE SER	3,817	5,539	5,000	4,862	5,000	3,545	5,000	5,000	10,500	5,500	110.00%		
0001-3351-40-3-0000-350	GASOLINE	1,964	1,688	2,100	1,020	1,800	337	1,800	1,900	1,900	100	5.56%		
0001-3351-40-3-0000-352	VEHICLE MAINTENANCE	1,452	2,526	-	585	2,300	535	2,300	2,300	2,300	-	0.00%		
0001-3351-40-3-0000-440	OFFICE EXPENSE & SUPPLIES	7,103	7,063	7,500	6,018	6,500	2,144	6,500	7,350	6,500	-	0.00%		
0001-3351-40-3-0000-640	MEMBERSHIP & MEETINGS	206	495	500	75	500	50	500	500	500	-	0.00%		
0001-3351-40-3-0000-710	GARAGE MATERIALS	32,226	2,838	1	(7,269)	1	36,710	1	1	1	-	0.00%		
0001-3351-40-3-0000-755	INVENTORY OVER/SHORT	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-3351-40-3-0000-756	CNG FUELING STATION	24,399	7,399	7,500	7,500	7,300	4,909	7,300	7,300	7,300	-	0.00%		
<b>***** Cost Center Total ***** Garage and Warehouse</b>		<b>489,591</b>	<b>456,051</b>	<b>464,581</b>	<b>456,327</b>	<b>484,779</b>	<b>292,102</b>	<b>477,549</b>	<b>498,515</b>	<b>503,165</b>	<b>18,386</b>	<b>3.79%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - WASTE COLLECTION (3357)														
0001-3357-40-3-0000-369	DUMPING FEES	573,269	491,257	539,500	524,579	542,400	276,818	542,400	565,250	566,930	24,530	4.52%		
0001-3357-40-3-0000-390	CONTRACT	888,391	974,118	934,100	886,676	856,000	424,745	856,000	853,500	853,500	(2,500)	-0.29%		
0001-3357-40-3-0000-440	OFFICE EXPENSE & SUPPLY	705	15,217	25,250	319	500	-	500	500	500	-	0.00%		
<b>***** Cost Center Total ***** Waste Collection</b>		<b>1,462,365</b>	<b>1,480,592</b>	<b>1,498,850</b>	<b>1,411,574</b>	<b>1,398,900</b>	<b>701,563</b>	<b>1,398,900</b>	<b>1,419,250</b>	<b>1,420,930</b>	<b>22,030</b>	<b>1.57%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>SNOW AND ICE CONTROL (3320)</b>														
0001-3320-40-3-0000-308	SNOW & ICE CONTROL	1,223,435	650,580	600,000	819,907	675,000	346,881	675,000	750,000	750,000	75,000	11.11%		
<b>***** Cost Center Total ***** Snow and Ice Control</b>		<b>1,223,435</b>	<b>650,580</b>	<b>600,000</b>	<b>819,907</b>	<b>675,000</b>	<b>346,881</b>	<b>675,000</b>	<b>750,000</b>	<b>750,000</b>	<b>75,000</b>	<b>11.11%</b>		



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - TRANSFER STATION (3355)														
0001-3355-40-3-0000-191	OVERTIME	17,854	21,034	20,000	19,423	21,000	10,590	19,722	21,000	21,000	-	0.00%		
0001-3355-40-3-0000-339	MONITORING	79,539	73,305	81,000	62,119	80,000	36,440	80,000	77,000	77,000	(3,000)	-3.75%		
0001-3355-40-3-0000-340	RECYCLING-HAZARDOUS WAS	-	4,582	10,000	10,000	40,000	68	8,500	40,000	40,000	-	0.00%		
0001-3355-40-3-0000-342	HUB Site Financial Assurance Fur	-	-	7,500	7,500	15,000	15,000	15,000	2,500	2,500	(12,500)	-83.33%		
0001-3355-40-3-0000-350	GASOLINE	1,373	2,927	1,500	6,073	2,500	2,179	2,500	6,000	4,000	1,500	60.00%		
0001-3355-40-3-0000-352	VEHICLE MAINTENANCE	12,582	5,639	9,000	37,652	9,000	14,561	14,561	30,000	18,000	9,000	100.00%		
0001-3355-40-3-0000-390	OTHER PURCHASED SERVICES	2,643	455	1,500	847	1,500	390	1,500	1,000	1,000	(500)	-33.33%		
0001-3355-40-3-0000-440	OFFICE EXPENSE & SUPPLY	2,816	1,171	3,000	2,412	2,500	1,307	2,500	2,500	2,500	-	0.00%		
<b>***** Cost Center Total ***** Transfer Station / Landfill</b>		<b>116,807</b>	<b>109,113</b>	<b>133,500</b>	<b>146,025</b>	<b>171,500</b>	<b>80,536</b>	<b>144,283</b>	<b>180,000</b>	<b>166,000</b>	<b>(5,500)</b>	<b>-3.21%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>P.W. - TRAFFIC (3353)</b>						
<b>ELECTRONIC TECH I FIRE AL</b>	<b>0001</b>	<b>3353</b>	<b>196</b>	<b>100.000</b>	<b>79,132.00</b>	
<b>ELECTRONIC TECH II FIRE A</b>	<b>0001</b>	<b>3353</b>	<b>196</b>	<b>100.000</b>	<b>88,893.14</b>	
<b>TRAFFIC SIGN MAINTAINER</b>	<b>0001</b>	<b>3353</b>	<b>196</b>	<b>100.000</b>	<b>55,667.71</b>	<b>223,692.85</b>
<b>SUPT TRAFFIC OPER/VEHICLE</b>	<b>0001</b>	<b>3353</b>	<b>198</b>	<b>100.000</b>	<b>108,582.29</b>	<b>108,582.29</b>
					<b>332,275.14</b>	<b>332,275.14</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - TRAFFIC (3353)														
0001-3353-40-3-0000-189	PART TIME SUMMER HELP	21,575	13,547	16,000	19,353	16,000	11,741	21,323	16,800	16,000	-	0.00%		
0001-3353-40-3-0000-191	OVERTIME CONTINGENCY	15,279	13,552	12,000	7,980	13,500	10,566	13,179	12,800	12,800	(700)	-5.19%		
0001-3353-40-3-0000-196	MME	199,735	197,856	204,442	205,518	218,240	116,137	216,276	285,305	223,693	5,453	2.50%		
0001-3353-40-3-0000-198	SUPERVISORS	101,999	104,664	106,181	106,300	108,583	58,307	108,582	108,583	108,583	-	0.00%		
0001-3353-40-0-0000-341	STREET LIGHTING	688,791	680,502	675,000	-	250,000	-	-	-	-	(250,000)	-100.00%		
0001-3353-40-3-0000-341	STREET LIGHT MAINTENANCE	4,119	1,475	3,000	931	2,500	137,273	277,500	307,400	307,400	304,900	12196.00%		
0001-3353-40-3-0000-350	GASOLINE	12,566	10,090	9,500	7,854	10,000	3,591	10,000	10,000	10,000	-	0.00%		
0001-3353-40-3-0000-352	VEHICLE MAINTENANCE	10,274	16,691	11,500	9,736	12,500	5,669	12,500	12,000	12,000	(500)	-4.00%		
0001-3353-40-3-0000-365	SAFETY EQUIPMENT	294	-	5,100	3,867	3,000	-	3,000	5,000	3,500	500	16.67%		
0001-3353-40-3-0000-366	SIGNALIZATION	67,321	52,780	58,000	55,344	58,000	35,839	58,000	58,000	58,000	-	0.00%		
0001-3353-40-3-0000-367	SIGNS & LINES	92,952	50,020	40,000	31,211	40,000	26,380	40,000	40,000	40,000	-	0.00%		
0001-3353-40-3-0000-368	ALARM SYSTEMS	778	(220)	1,000	-	900	-	900	900	900	-	0.00%		
0001-3353-40-3-0000-440	OFFICE EXPENSE	4,611	983	1,750	1,937	1,750	2,283	2,283	1,775	1,750	-	0.00%		
0001-3353-40-3-0000-640	MEMBERSHIP & MEETINGS	1,452	735	1,200	1,480	1,200	700	1,200	1,200	1,200	-	0.00%		
<b>***** Cost Center Total ***** Traffic Engineering</b>		<b>1,221,746</b>	<b>1,142,674</b>	<b>1,144,673</b>	<b>451,511</b>	<b>736,173</b>	<b>408,485</b>	<b>764,743</b>	<b>859,763</b>	<b>795,826</b>	<b>59,653</b>	<b>8.10%</b>		

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>P.W. - HIGHWAY (3354)</b>						
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.000	74,772.86	
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.000	72,578.46	
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.000	74,772.86	
HIGHWAY MAINTAINER	0001	3354	194	100.000	60,006.00	
HIGHWAY MAINTAINER	0001	3354	194	100.000	61,695.43	
HIGHWAY MAINTAINER	0001	3354	194	100.000	62,938.23	
HIGHWAY MAINTAINER	0001	3354	194	100.000	60,006.00	
HIGHWAY MAINTAINER	0001	3354	194	100.000	66,847.14	
HIGHWAY MAINTAINER	0001	3354	194	100.000	58,212.28	
HIGHWAY MAINTAINER	0001	3354	194	100.000	66,847.14	
HIGHWAY MAINTAINER	0001	3354	194	100.000	63,593.43	
HIGHWAY MAINTAINER	0001	3354	194	100.000	66,847.14	
HIGHWAY MAINTAINER	0001	3354	194	100.000	66,847.14	
HWY MAINT/CREW LEAD/COMPE	0001	3354	194	100.000	87,412.29	
EQUIP OPER III/CR LDR COM	0001	3354	194	100.000	80,466.86	
LABORER II	0001	3354	194	100.000	47,116.28	
LABORER II	0001	3354	194	100.000	49,473.14	1,120,432.68
HIGHWAY FOREMAN	0001	3354	198	100.000	91,333.43	91,333.43
					1,211,766.11	1,211,766.11
<b>P.W. - BULKY WASTE (3359)</b>						
					-	-

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - HIGHWAY (3354)														
0001-3354-40-3-0000-189	SEASONAL WORKERS	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-3354-40-3-0000-191	OVERTIME CONTINGENCY	35,454	36,399	31,000	36,319	34,000	32,241	45,482	36,200	36,200	2,200	6.47%		
0001-3354-40-3-0000-194	PUBLIC WORKS	946,903	948,744	996,474	964,148	1,022,939	574,099	1,040,092	1,120,433	1,120,433	97,494	9.53%		
0001-3354-40-3-0000-196	MME	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0001-3354-40-3-0000-198	SUPERVISORS	115,445	83,124	86,672	89,429	91,334	49,045	91,333	91,334	91,334	-	0.00%		
0001-3354-40-3-0000-350	GASOLINE	123,310	81,117	95,000	63,142	95,000	25,792	95,000	95,000	95,000	-	0.00%		
0001-3354-40-3-0000-352	VEHICLE MAINTENANCE	236,707	192,501	195,000	188,772	195,000	69,046	195,000	195,000	195,000	-	0.00%		
0001-3354-40-3-0000-359	STREET MAINT SUPPLIES	17,450	13,182	16,000	15,589	16,000	5,401	16,000	16,000	16,000	-	0.00%		
0001-3354-40-3-0000-360	SIDEWALK,BASIN CONSTRUCT	3,013	2,826	3,000	2,990	3,000	2,114	3,000	3,000	3,000	-	0.00%		
0001-3354-40-3-0000-363	STORM DRAIN CONSTRUCTION	6,442	5,601	6,500	3,368	6,500	-	6,500	6,500	6,500	-	0.00%		
0001-3354-40-3-0000-390	ROADSIDE BULKY WASTE	515	69	500	390	500	-	500	500	500	-	0.00%		
0001-3354-40-3-0000-391	SAFETY & HEALTH PLAN	2,325	3,343	3,000	2,956	3,000	355	3,000	3,000	3,000	-	0.00%		
0001-3354-40-3-0000-440	OFFICE EXPENSE & SUPPLIES	6,076	7,068	6,000	5,646	6,000	3,012	6,000	6,000	6,000	-	0.00%		
0001-3354-40-3-0000-442	CLOTHING	6,164	6,500	6,500	5,488	6,500	3,716	6,500	7,500	6,500	-	0.00%		
0001-3354-40-3-0000-485	SOIL/CATCH BASIN DISPOSAL	21,168	24,735	35,000	54,989	45,000	2,056	45,000	49,900	49,900	4,900	10.89%		
0001-3354-40-3-0000-640	MEMBERSHIP & MEETINGS	250	225	250	75	250	-	250	250	250	-	0.00%		
<b>***** Cost Center Total ***** Highway</b>		<b>1,521,222</b>	<b>1,405,434</b>	<b>1,480,896</b>	<b>1,433,302</b>	<b>1,525,023</b>	<b>766,877</b>	<b>1,553,658</b>	<b>1,630,617</b>	<b>1,629,617</b>	<b>104,594</b>	<b>6.86%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
P.W. - BULKY WASTE (3359)														
0001-3359-40-3-0000-191	OVERTIME CONTINGENCY	885	-	-	2,024	1	-	-	-	-	(1)	-100.00%		
0001-3359-40-3-0000-194	PUBLIC WORKS	73,924	75,710	76,952	77,047	78,694	3,018	5,621	-	-	(78,694)	-100.00%		
0001-3359-40-3-0000-350	GASOLINE	3,273	3,671	2,000	3,259	3,100	1,384	3,100	3,100	3,100	-	0.00%		
0001-3359-40-3-0000-352	VEHICLE MAINTENANCE	6,427	5,105	3,000	6,688	4,500	4,571	4,571	4,800	4,800	300	6.67%		
0001-3359-40-3-0000-390	DUMP FEES	66,110	75,061	66,500	94,736	71,000	48,780	100,030	87,000	87,000	16,000	22.54%		
0001-3359-40-3-0000-440	OFFICE EXPENSE & SUPPLY	1,742	2,149	2,100	1,885	1,000	127	1,000	2,100	1,000	-	0.00%		
0001-3359-40-3-0000-442	CLOTHING ALLOWANCE	368	375	725	290	375	-	375	-	-	(375)	-100.00%		
<b>***** Cost Center Total ***** Bulky Waste</b>		<b>152,729</b>	<b>162,072</b>	<b>151,277</b>	<b>185,929</b>	<b>158,670</b>	<b>57,880</b>	<b>114,696</b>	<b>97,000</b>	<b>95,900</b>	<b>(62,770)</b>	<b>-39.56%</b>		

# SECTION 11

## EDUCATION

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
<b>EDUCATION &amp; SCHOOL BUILDING COMMITTEE</b>														
<b>BOARD OF EDUCATION (1000)</b>														
0001-1000-40-1-0000-149	BOARD OF EDUCATION	85,662,129	86,878,133	87,547,986	87,547,986	88,540,016	45,119,405	105,982,340	94,764,700	86,144,496	(2,395,520)	-2.71%		
0001-1000-40-1-0000-201	HEALTH INSURANCE	13,946,211	12,880,207	12,210,354	12,210,354	11,218,324	-	-	11,218,324	13,613,844	2,395,520	21.35%		
<b>***** Cost Center Total ***** Education</b>		<b>99,608,340</b>	<b>99,758,340</b>	<b>99,758,340</b>	<b>99,758,340</b>	<b>99,758,340</b>	<b>45,119,405</b>	<b>105,982,340</b>	<b>105,983,024</b>	<b>99,758,340</b>	<b>-</b>	<b>0.00%</b>		
<b>SCHOOL BUILDING COMMITTEE (1184)</b>														
0001-1184-40-1-0000-160	SALARY EXPENSE	-	-	1,500	-	1,500	-	1,500	1,500	1,500	-	0.00%		
0001-1184-40-1-2320-160	SALARY EXPENSE	1,500	2,543	-	2,209	-	779	-	-	-	-	#DIV/0!		
<b>***** Cost Center Total ***** Education</b>		<b>1,500</b>	<b>2,543</b>	<b>1,500</b>	<b>2,209</b>	<b>1,500</b>	<b>779</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>-</b>	<b>0.00%</b>		



# **SECTION 12**

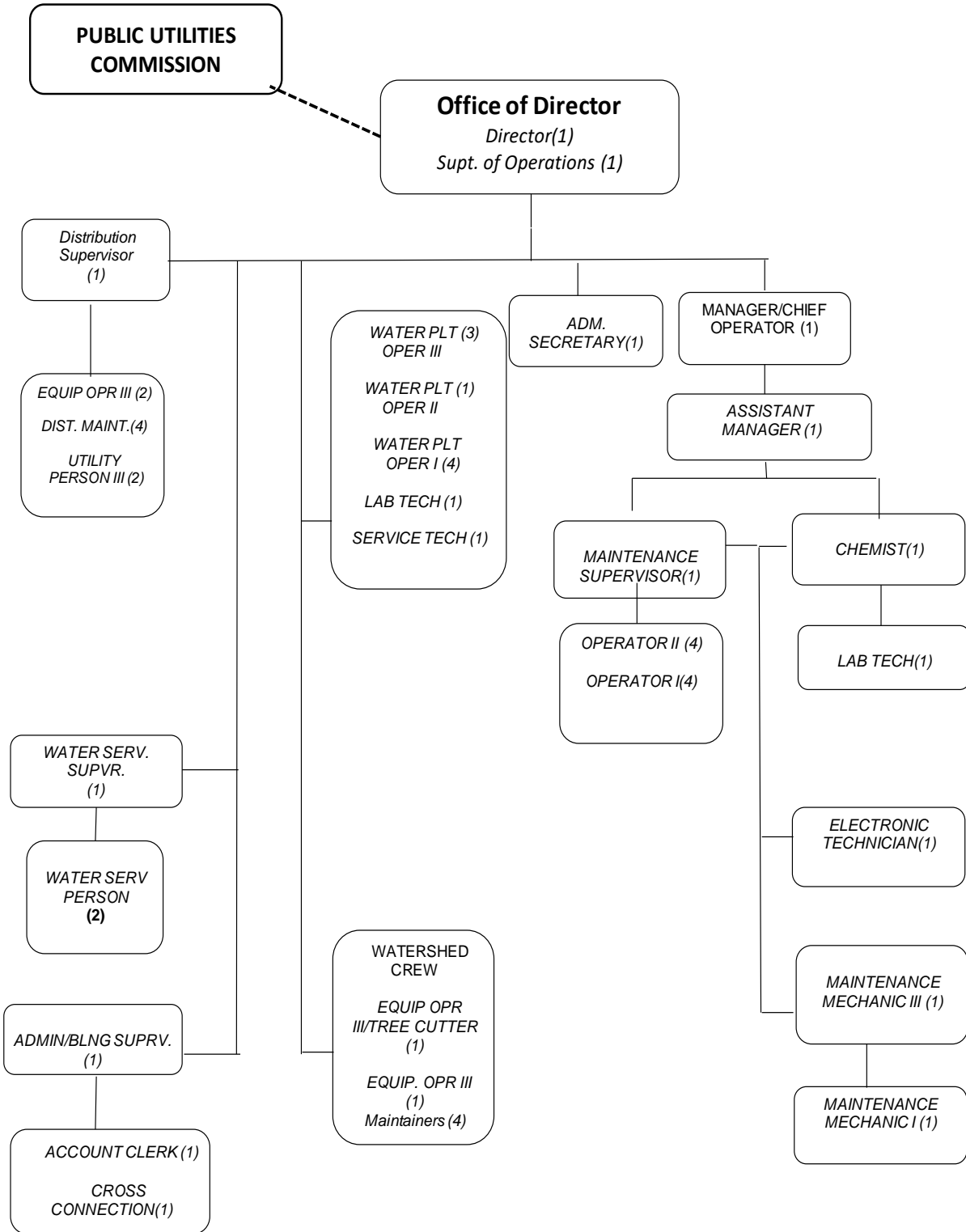
## **ENTERPRISE:**

Fiscal

Water

Sewer

Golf



**DEPARTMENT: PUBLIC UTILITIES - BUDGET CODE: 0503-3910; 0503-3920; 0502-3930**

**DESCRIPTION:**

**FISCAL:** The Fiscal Division is charged with the responsibility of reading water meters, preparing and mailing water & sewer bills on a quarterly basis for approximately 18,000 accounts. Also included in their responsibilities are installation, testing, maintenance and repair of water meters.

**WATER: Treatment section** operates 3 convention treatment facilities and 1 Dissolved Air Flotation treatment facility along with 2 well complexes and 2 seasonal wells and 8 pump stations. **Distribution section** is responsible for maintaining and repairing approximately 220 miles of water main ranging in size of 1” to 30”. **Cross Connection section** is responsible for inspecting and testing over 1000 backflow devices, pressure reducing devices, and other devices to protect the water system from being contaminated from improperly maintained or failure of protection devices. **Watershed section** is responsible for maintaining watershed properties in excess of 1700 acres. Properties include high hazard dams, canals, and feeder streams. Responsibilities include maintenance of grass, forests, spillways, dikes, roadways, and buildings.

**WATER POLLUTION CONTROL:** The Water Pollution Control Division is responsible for the daily maintenance and operation of the facility, which is designed to treat 11.6 million gallons per day along with three pump stations, which range from 100,000 gallons per day to over 9 million gallons per day during dry weather conditions. WPC staff is also responsible for maintaining over 200 miles of sanitary sewer lines ranging from 8” to 48” in size. Duties also include oversight of DEEP mandated Fats, Oils, and Grease (F.O.G.) removal program, which effects over 200 food preparation establishments.

**HIGHLIGHT OF CHANGES:**

**FISCAL:** Ongoing meter change out program currently addressing water meters from the 1980’s.

**WATER: Treatment** improvements include Upcoming projects to upgrade Supervisory Control and Data Acquisition (SCADA), Elmere WTP and storage tank replacement, Fleming Road water storage tank replacement. **Distribution** improvements to include cleaning and lining of water mains, distribution valve replacement, and water main replacement. **Watershed** improvements to include dam maintenance, canal rehabilitation and feeder stream improvements to prevent water loss to assure all water is delivered to reservoirs.

**WATER POLLUTION CONTROL:** WPC projects include a major upgrade to the facility to comply with EPA regulations related to Phosphorus removal. Project includes Silver Lake Pump Station upgrade. Pump Station has not been upgraded since being constructed in 1980. SCADA upgrade and collection system rehabilitation.

**EMPLOYEES:**

**FY 17**  
50

**FY 18**  
50

**FY 19 PROPOSED**  
50

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Payroll Projection Report - Parameters						
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<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>FISCAL DIVISION (0503-3910)</b>						
DIRECTOR OF PUBLIC UTILIT	0503	3910	190	100.000	126,087.17	126,087.17
WATER SERVICEPERSON	0503	3910	194	100.000	60,298.00	
WATER SERVICEPERSON	0503	3910	194	100.000	55,751.14	116,049.14
PUBLIC UTIL BILLING & ADM	0503	3910	196	100.000	76,232.86	76,232.86
SUPERINT/OPERATIONS-WATER	0503	3910	198	100.000	113,775.72	
WATER SERVICE SUPERVISOR	0503	3910	198	100.000	91,333.43	205,109.15
					<b>523,478.32</b>	<b>523,478.32</b>
<b>WATER (0503-3920)</b>						
EQUIP OPER III/CR LDR COM	0503	3920	194	100.000	80,466.86	
EQUIP OPER III/CR LDR COM	0503	3920	194	100.000	80,466.86	
EQUIPMENT OPERATOR 3/CREW	0503	3920	194	100.000	80,466.86	
LAB TECH SOURC WATER INSP	0503	3920	194	100.000	74,772.86	
UTILITYPERSON III	0503	3920	194	100.000	74,772.86	
UTILITYPERSON III	0503	3920	194	100.000	74,772.86	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.000	55,932.57	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.000	55,237.37	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.000	55,995.77	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.000	66,847.14	

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Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>WATER (cont'd)</b>						
WATER PLANT OPERATOR I	0503	3920	194	100.000	66,847.14	
WATER PLANT OPERATOR I	0503	3920	194	100.000	55,869.37	
WATER PLANT OPERATOR I	0503	3920	194	100.000	61,695.43	
WATER PLANT OPERATOR II	0503	3920	194	100.000	67,160.00	
WATER PLANT OPERATOR II	0503	3920	194	100.000	74,772.86	
WATER PLANT OPERATOR II	0503	3920	194	100.000	58,462.57	
WATER PLANT OPERATOR III	0503	3920	194	100.000	87,412.29	
WATER PLANT OPERATOR III	0503	3920	194	100.000	87,412.29	
WATER PLANT OPERATOR III	0503	3920	194	100.000	85,827.14	
WATER SERVICE TECHNICIAN	0503	3920	194	100.000	87,412.29	
WATERSHED EQ OP III TREEC	0503	3920	194	100.000	87,412.29	
WATERSHED MAINTAINER	0503	3920	194	100.000	63,593.43	
WATERSHED MAINTAINER	0503	3920	194	100.000	61,695.43	
WATERSHED MAINTAINER	0503	3920	194	100.000	61,695.43	
WATERSHED MAINTAINER	0503	3920	194	100.000	58,212.28	1,765,212.25
ACCOUNT CLERK	0503	3920	196	100.000	59,192.57	
CROSS CONNECTION INSPECTO	0503	3920	196	100.000	76,232.86	135,425.43
WATER DISTRIBUTION SUPERV	0503	3920	198	100.000	91,333.43	91,333.43
					1,991,971.11	1,991,971.11

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
EXPENSES														
0503-3920-45-0-0000-189	PART TIME / SEASONAL	-	-	1	-	1	-	-	-	-	(1)	-100.00%		
0503-3920-45-0-0000-191	OVERTIME	153,240	145,606	158,100	168,498	158,100	108,067	201,247	168,100	168,100	10,000	6.33%		
0503-3920-45-0-0000-194	PUBLIC WORKS	1,653,679	1,593,935	1,658,136	1,555,550	1,663,039	876,062	1,631,441	1,765,213	1,765,213	102,174	6.14%		
0503-3920-45-0-0000-196	MME	125,573	128,611	127,980	130,683	132,955.00	71,400	132,964	135,426	135,426	2,471	1.86%		
0503-3920-45-0-0000-198	SUPERVISORS	85,368	87,885	89,339	89,451	91,333	49,045	91,334	91,334	91,334	1	0.00%		
0503-3920-45-0-0000-200	EMPLOYEE'S BENEFITS	796,961	862,125	916,452	861,822	865,170	389,622	865,170	1,050,874	1,050,874	185,704	21.46%		
0503-3920-45-0-0000-202	POST RETIREMENT BENEFITS	135,356	123,488	147,255	147,255	56,508	42,381	56,508	104,335	104,335	47,827	84.64%		
0503-3920-45-0-0000-301	DEBT SERVICE-PRINCIPAL	1,166,726	906,900	914,000	914,000	966,743	570,000	966,743	951,100	951,100	(15,643)	-1.62%		
0503-3920-45-0-0000-302	DEBT SERVICE-INTEREST	452,364	435,520	395,475	503,958	603,356	349,155	603,356	468,024	468,024	(135,332)	-22.43%		
0503-3920-45-0-0000-306	TAXES TO OTHER TOWNS	56,344	59,006	62,885	59,901	62,885	61,446	61,446	62,885	62,885	-	0.00%		
0503-3920-45-0-0000-309	BABS FEDERAL SUBSIDY	(14,381)	(13,872)	(14,191)	(12,959)	(13,413)	(6,244)	(13,413)	-	-	13,413	-100.00%		
0503-3920-45-0-0000-314	PRINCIPAL CWF-BROADBROOK	66,981	68,333	69,712	69,712	71,119	35,382	71,119	72,555	72,555	1,436	2.02%		
0503-3920-45-0-0000-315	INTEREST CWF-BROADBROOK	29,074	27,722	26,343	26,343	24,936	12,646	24,936	23,501	23,501	(1,435)	-5.75%		
0503-3920-45-0-0000-316	FUTURE DEBT SERV-BROADBROOK	-	-	-	-	1	-	-	-	-	(1)	-100.00%		
0503-3920-45-0-0000-317	PRINCIPAL CWF-BROADBROOK	-	922,477	745,496	697,333	711,408	353,927	711,408	725,767	725,767	14,359	2.02%		
0503-3920-45-0-0000-318	INTEREST CWF-BROADBROOK	-	27,391	332,537	321,178	307,103	155,329	307,103	292,744	292,744	(14,359)	-4.68%		
0503-3920-45-0-0000-319	PRINCIPAL CWF - Swain Avenue	-	-	-	29,826	67,050	30,126	67,050	61,776	61,776	(5,274)	-7.87%		
0503-3920-45-0-0000-320	INTEREST CWF - Swain Avenue	-	-	-	14,175	30,394	13,876	30,394	26,227	26,227	(4,167)	-13.71%		
0503-3920-45-0-0000-321	PUBLIC UTILITIES	742,623	819,661	1,049,100	785,260	925,000	368,022	925,000	875,000	875,000	(50,000)	-5.41%		
0503-3920-45-0-0000-323	REPAIRS & MAINTENANCE	22,451	22,455	25,000	21,119	25,000	7,595	25,000	25,000	25,000	-	0.00%		
0503-3920-45-0-0000-350	GASOLINE	62,483	45,637	40,000	44,670	50,000	19,720	50,000	50,000	50,000	-	0.00%		
0503-3920-45-0-0000-352	VEHICLE MAINTENANCE	61,065	51,326	65,000	76,023	60,000	12,923	60,000	65,000	65,000	5,000	8.33%		
0503-3920-45-0-0000-388	AUDIT	8,554	9,313	23,500	9,075	17,500	8,200	17,500	18,500	18,500	1,000	5.71%		
0503-3920-45-0-0000-390	WATER PURCHASED	387,685	203,688	124,150	30,791	90,000	14,587	90,000	90,000	90,000	-	0.00%		
0503-3920-45-0-0000-398	FISCAL DIVISION SERVICE	901,505	964,472	949,247	949,247	871,219	-	871,219	871,219	878,461	7,242	0.83%		
0503-3920-45-0-0000-399	ASSESSMENT GENERAL FUND	666,565	686,559	707,159	707,159	743,190	-	743,190	743,190	743,190	-	0.00%		
0503-3920-45-0-0000-440	OFFICE EXPENSE & SUPPLIES	50,245	51,597	68,000	50,013	58,000	26,083	58,000	53,000	53,000	(5,000)	-8.62%		
0503-3920-45-0-0000-489	MEDICAL EXPENSE	4,170	3,055	3,600	3,883	3,600	460	3,600	4,000	4,000	400	11.11%		
0503-3920-45-0-0000-490	WATERSHED LAND ACQUISITION	-	-	1	-	1	-	-	-	-	(1)	-100.00%		
0503-3920-45-0-0000-491	MAINT OF MAINS & ACCESS	20,692	35,160	35,000	33,955	35,000	6,943	35,000	35,000	35,000	-	0.00%		
0503-3920-45-0-0000-492	MAINTENANCE OF RESERVOIR	43,193	45,629	45,000	36,028	45,000	13,218	45,000	45,000	45,000	-	0.00%		
0503-3920-45-0-0000-493	MAINT OF PUMP STATIONS	33,511	12,788	40,000	29,494	40,000	9,749	40,000	40,000	40,000	-	0.00%		
0503-3920-45-0-0000-494	SERVICES-MATERIALS	(3,004)	387	5,000	3,431	10,000	(25,407)	10,000	7,500	7,500	(2,500)	-25.00%		
0503-3920-45-0-0000-495	TREATMENT EXPENSE	387,260	425,895	557,000	523,604	525,000	349,999	525,000	535,000	535,000	10,000	1.90%		
0503-3920-45-0-0000-501	CAPITAL OUTLAY	42,593	2,850	58,875	74,075	30,000	12,395	48,500	80,000	80,000	50,000	166.67%		
0503-3920-45-0-0000-504	WATER EQUIPMENT	15,523	16,370	16,000	16,388	20,000	6,312	20,000	20,000	20,000	-	0.00%		
0503-3920-45-0-0000-506	HYDRANTS-MATERIALS	8,881	15,329	15,000	14,692	15,000	4,693	15,000	15,000	15,000	-	0.00%		
0503-3920-45-0-0000-640	MEMBERSHIPS & MEETINGS	12,122	35,024	11,951	13,971	14,500	10,012	14,500	20,000	20,000	5,500	37.93%		
0503-3920-45-0-0000-NEW	SAFE DRINKING WATER PRIMACY ASSESSMENT	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
0503-3920-45-0-0000-643	INSURANCE	880,600	866,247	952,192	907,016	794,151	779,234	794,151	853,712	853,712	59,561	7.50%		
0503-3920-45-0-0000-713	NEW MAINS & ACCESSORIES	-	-	1	-	1	-	-	-	-	(1)	-100.00%		
0503-3920-45-0-0000-714	REPAIR TRENCHES	38,707	54,018	60,000	64,153	65,000	55,707	65,000	75,000	75,000	10,000	15.38%		
<b>Expense Total for Fund 0503</b>		<b>9,094,706</b>	<b>9,742,587</b>	<b>10,480,296</b>	<b>9,970,773</b>	<b>10,235,850</b>	<b>4,792,664</b>	<b>10,264,466</b>	<b>10,520,982</b>	<b>10,528,224</b>	<b>292,374</b>	<b>2.86%</b>		
<b>Revenue Fund 0503</b>		<b>9,362,436</b>	<b>9,847,460</b>	<b>10,480,296</b>	<b>10,196,946</b>	<b>10,235,850</b>	<b>2,610,742</b>	<b>9,239,994</b>	<b>10,520,982</b>	<b>10,528,224</b>	<b>292,374</b>	<b>2.86%</b>		
<b>Balance Surplus / (Deficit)</b>		<b>267,729</b>	<b>104,873</b>	<b>-</b>	<b>226,173</b>	<b>(0)</b>	<b>(2,181,922)</b>	<b>(1,024,473)</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>-100.00%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance	
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee
WATER (3920)						-	-	-	-				
REVENUES						-	-	-	-				
0503-3920-30-0-0000-633	MUNICIPAL HYDRANT FEES	93,600	93,700	93,600	93,800	93,600	-	93,600	93,600	93,600	-	0.00%	
0503-3920-30-0-0000-634	FIRE SERVICE CHARGE	88,600	89,144	88,600	91,813	88,600	-	88,600	88,600	88,600	-	0.00%	
0503-3920-30-0-0000-641	INTEREST	91,805	224,418	210,000	210,277	210,000	109,152	210,000	210,000	210,000	-	0.00%	
0503-3920-30-0-0000-642	LIEN FEES	41,573	63,006	42,000	62,556	42,000	8,313	42,000	62,500	62,500	20,500	48.81%	
0503-3920-30-0-0000-680	INTEREST ON INVESTMENTS	9,398	12,422	9,400	3,923	9,400	(44)	9,400	7,500	7,500	(1,900)	-20.21%	
0503-3920-30-0-0000-687	BASIC SERVICE CHARGE	831,152	829,965	831,311	830,502	831,311	207,708	415,469	831,311	831,311	-	0.00%	
0503-3920-30-0-0000-691	BB NEW CINGULAR WIRELESS	5,290	14,548	15,870	15,870	15,870	9,258	15,870	15,072	15,072	(798)	-5.03%	
0503-3920-30-0-0000-692	VERIZON WIRELESS LEASE INC	8,800	26,400	26,400	26,400	26,400	15,400	26,400	33,607	33,607	7,207	27.30%	
0503-3920-30-0-0000-693	T-MOBILE WIRELESS LEASE INC	16,052	36,059	35,844	37,141	35,844	22,182	38,255	26,400	26,400	(9,444)	-26.35%	
0503-3920-30-0-0000-694	JH NEW CINGULAR WIRELESS	12,097	16,456	-	-	-	-	-	-	-	-	#DIV/0!	
0503-3920-30-0-0000-695	MISC. INCOME	131,085	105,172	112,396	117,764	112,396	58,582	112,396	118,000	118,000	5,604	4.99%	
0503-3920-30-0-0000-NEW	SAFE DRINKING WATER PRIMACY ASSESSMENT					-	-	-	-	-	-	#DIV/0!	
0503-3920-30-0-0000-699	RETAINED EARNINGS	-	-	58,875	-	1	-	18,501	-	-	(1)	-100.00%	
0503-3920-30-0-0000-984	WATER SALES	8,032,984	8,336,171	8,956,000	8,706,901	8,770,428	2,180,191	8,169,503	9,034,392	9,041,634	271,206	3.09%	
<b>***** Cost Center Total ***** Revenues</b>		<b>9,362,436</b>	<b>9,847,460</b>	<b>10,480,296</b>	<b>10,196,946</b>	<b>10,235,850</b>	<b>2,610,742</b>	<b>9,239,994</b>	<b>10,520,982</b>	<b>10,528,224</b>	<b>292,374</b>	<b>2.86%</b>	

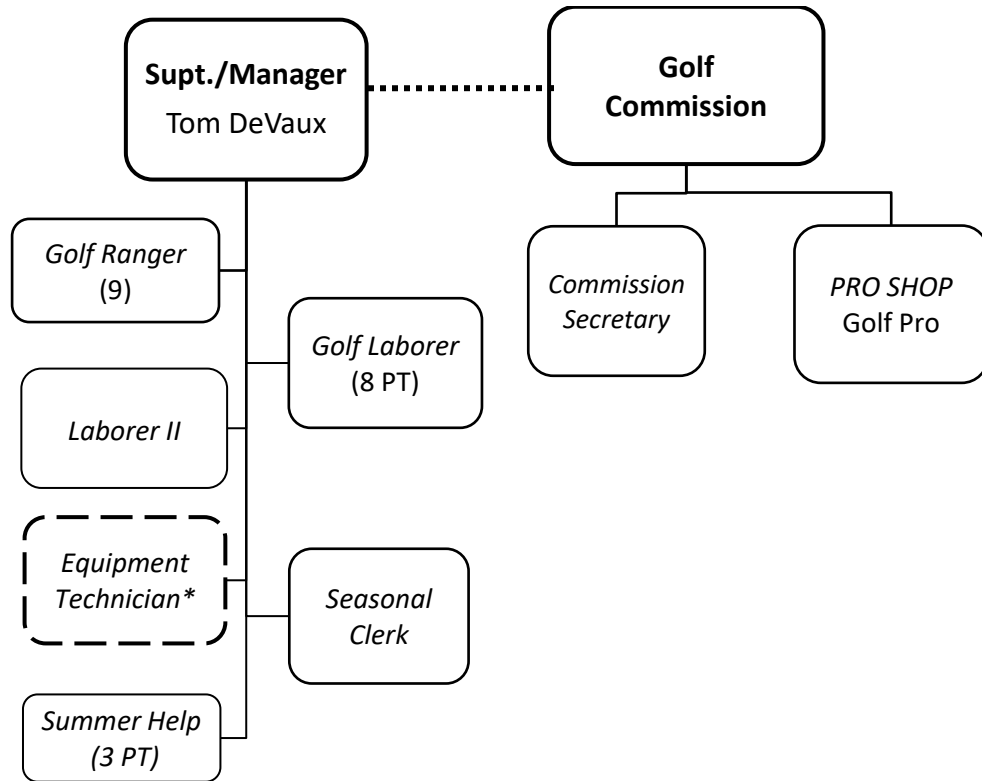
Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>SEWER (0502 - 3930)</b>						
LABORATORY TECHNICIAN	0502	3930	194	100.000	66,847.14	
MAINTENANCE MECHANIC I	0502	3930	194	100.000	70,330.28	
MAINTENANCE MECHANIC III	0502	3930	194	100.000	87,412.29	
SEWER PLANT OPERATOR I	0502	3930	194	100.000	58,212.28	
SEWER PLANT OPERATOR I	0502	3930	194	100.000	54,507.26	
SEWER PLANT OPERATOR I	0502	3930	194	100.000	66,847.14	
SEWER PLANT OPERATOR I	0502	3930	194	100.000	56,564.57	
SEWER PLANT OPERATOR I	0502	3930	194	100.000	56,564.57	
SEWER PLANT OPERATOR II	0502	3930	194	100.000	73,312.86	
SEWER PLANT OPERATOR II	0502	3930	194	100.000	74,772.86	
SEWER PLANT OPERATOR II	0502	3930	194	100.000	69,162.28	734,533.53
ADMINISTRATIVE SECRETARY	0502	3930	196	100.000	64,448.57	64,448.57
CHEMIST	0502	3930	198	100.000	87,808.57	
ELECTRONIC TECHNCIAN WPCF	0502	3930	198	100.000	73,771.71	
WPCF ASSISTANT MANAGER	0502	3930	198	100.000	99,509.43	
WPCF FACILITY MANAGER	0502	3930	198	100.000	108,582.29	
WPCF MAINTENANCE SUPERVIS	0502	3930	198	100.000	87,808.57	457,480.57
					1,256,462.67	1,256,462.67



City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
ENTERPRISE FUNDS														
SEWER (3930)														
REVENUES														
0502-3930-30-0-0000-641	SEWER CONNECTION ASSESS	2,250	750	2,300	11,463	2,300	2,972	2,972	2,300	2,300	-	0.00%		
0502-3930-30-0-0000-642	INTEREST & LIEN FEES	116,209	281,926	306,680	255,926	285,000	110,124	216,406	255,926	255,926	(29,074)	-10.20%		
0502-3930-30-0-0000-644	SEWER ASSESSMENT REVENU	5,771	47,532	-	5,560	-	5,358	5,358	-	-	-	#DIV/0!		
0502-3930-30-0-0000-680	INTEREST ON INVESTMENTS	13,508	17,014	13,500	12,214	17,000	5,145	17,000	12,200	12,200	(4,800)	-28.24%		
0502-3930-30-0-0000-687	BASIC SERVICE FEE	706,771	705,933	703,324	706,455	699,662	176,717	353,484	699,662	699,662	-	0.00%		
0502-3930-30-0-0000-690	NITROGEN CREDIT	295,988	351,776	100,000	425,237	170,000	138,328	138,328	136,000	136,000	(34,000)	-20.00%		
0502-3930-30-0-0000-694	CONNECTIONS						-	14,903	5,560	5,560	5,560	#DIV/0!		
0502-3930-30-0-0000-695	MISC. INCOME	321,172	27,470	27,000	26,142	27,000	9,644	18,501	30,142	30,142	3,142	11.64%		
0502-3930-30-0-0000-699	RETAINED EARNINGS	-	-	513,618	-	1	-		-	-	(1)	-100.00%		
0502-3930-30-0-0000-984	SEWER USE CHARGE	7,413,263	7,325,010	8,140,000	7,789,561	8,578,057	2,137,242	8,103,750	8,672,774	8,584,748	6,691	0.08%		
<b>***** Cost Center Total ***** Revenues</b>		<b>8,874,931</b>	<b>8,757,411</b>	<b>9,806,422</b>	<b>9,232,557</b>	<b>9,779,020</b>	<b>2,585,530</b>	<b>8,870,702</b>	<b>9,814,564</b>	<b>9,726,538</b>	<b>(52,482)</b>	<b>-0.54%</b>		

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
EXPENSES														
0502-3930-45-0-0000-189	PART TIME SEASONAL LABOR	-	-	1	-	1	-	-	-	-	(1)	-100.00%		
0502-3930-45-0-0000-191	OVERTIME	101,628	90,429	105,000	97,579	95,000	54,557	101,599	95,000	95,000	-	0.00%		
0502-3930-45-0-0000-194	LABOR PUBLIC WORKS	687,001	609,924	693,737	694,325	718,485	366,018	681,616	734,534	734,534	16,049	2.23%		
0502-3930-45-0-0000-196	MME	59,791	61,224	60,924	62,210	63,292.00	33,981	63,281	64,449	64,449	1,157	1.83%		
0502-3930-45-0-0000-198	SUPERVISORS	365,227	429,698	441,255	444,504	453,164	243,623	453,685	457,481	457,481	4,317	0.95%		
0502-3930-45-0-0000-200	EMPLOYEE BENEFITS	499,779	526,499	699,304	553,696	613,735	224,503	613,735	718,515	718,515	104,780	17.07%		
0502-3930-45-0-0000-202	POST RETIREMENT BENEFITS	71,327	58,465	60,033	60,033	23,037	17,278	23,037	52,325	52,325	29,288	127.13%		
0502-3930-45-0-0000-301	PRINCIPAL RETIREMENT	390,071	508,700	515,500	515,500	527,387	60,000	527,387	476,700	476,700	(50,687)	-9.61%		
0502-3930-45-0-0000-302	INTEREST	203,841	201,634	180,931	308,673	397,214	238,172	397,214	280,064	280,064	(117,150)	-29.49%		
0502-3930-45-0-0000-305	Debt Service Closing Cost	3,484	-	-	7,214	-	-	-	-	-	-	#DIV/0!		
0502-3930-45-0-0000-307	PRINCIPAL RETIREMENT CWF	28,568	28,568	28,568	28,568	14,284	14,283	14,284	-	-	(14,284)	-100.00%		
0502-3930-45-0-0000-308	INTEREST CWF	1,738	1,166	596	595	84	83	84	-	-	(84)	-100.00%		
0502-3930-45-0-0000-309	BABS FEDERAL SUBSIDY	(28,693)	(27,683)	(28,329)	(26,402)	(26,787)	(12,470)	(26,787)	-	-	26,787	-100.00%		
0502-3930-45-0-0000-310	PRINCIPAL CWF-UPGRADE PLA	1,565,234	1,596,827	1,629,058	1,628,833	1,661,940	826,818	1,661,940	1,695,484	1,695,484	33,544	2.02%		
0502-3930-45-0-0000-311	INTEREST CWF-UPGRADE PLA	591,479	559,885	527,654	527,880	494,733	251,538	494,733	461,228	461,228	(33,505)	-6.77%		
0502-3930-45-0-0000-312	PRINCIPAL CWF-I&I	76,393	77,935	79,508	79,497	81,113	40,354	81,113	82,750	82,750	1,637	2.02%		
0502-3930-45-0-0000-313	INTEREST CWF-I&I	30,992	29,450	27,878	27,888	26,273	13,339	26,273	24,635	24,635	(1,638)	-6.23%		
0502-3930-45-0-0000-321	UTILITIES	1,097,417	1,064,490	1,100,000	940,623	1,086,000	327,547	975,000	975,000	975,000	(111,000)	-10.22%		
0502-3930-45-0-0000-323	REPAIRS AND MAINTENANCE	92,793	75,581	100,000	92,750	90,000	26,770	90,000	90,000	90,000	-	0.00%		
0502-3930-45-0-0000-342	WATER / SEWER BILL	8,074	8,251	10,000	8,654	9,000	5,875	9,000	9,000	9,000	-	0.00%		
0502-3930-45-0-0000-350	GASOLINE	18,410	15,585	15,500	14,238	15,500	5,186	15,500	15,500	15,500	-	0.00%		
0502-3930-45-0-0000-352	VEHICLE MAINTENANCE	17,132	13,483	16,000	17,807	15,000	16,426	15,000	15,000	15,000	-	0.00%		
0502-3930-45-0-0000-388	AUDIT	8,554	9,313	23,500	9,075	17,500	8,200	17,500	18,500	18,500	1,000	5.71%		
0502-3930-45-0-0000-391	HEPATITIS B SHOTS	2,018	959	3,000	4,879	3,000	735	3,000	5,000	5,000	2,000	66.67%		
0502-3930-45-0-0000-398	SERV PROV BY FISCAL DIV.	813,035	858,627	845,147	845,147	785,425	-	785,425	879,642	791,616	6,191	0.79%		
0502-3930-45-0-0000-399	ASSESSMENT GENERAL FUND	666,565	650,432	669,945	669,945	705,976	-	705,976	650,432	650,432	(55,544)	-7.87%		
0502-3930-45-0-0000-463	CLAIMS	-	-	5,000	-	1	-	1	-	-	(1)	-100.00%		
0502-3930-45-0-0000-484	SEWER EXPENSE AND SUPPLI	424,932	409,978	475,000	396,387	410,000	166,918	410,000	410,000	410,000	-	0.00%		
0502-3930-45-0-0000-485	BIOSOLID DISPOSAL	675,089	625,249	700,000	658,352	845,000	314,116	750,000	775,000	775,000	(70,000)	-8.28%		
0502-3930-45-0-0000-486	PUMP STATION OPR AND MAIN	47,813	34,808	55,000	48,503	38,000	14,179	38,000	38,000	38,000	-	0.00%		
0502-3930-45-0-0000-501	CAPITAL OUTLAY	300,000	-	1	(169,800)	1	12,395	18,501	1	1	-	0.00%		
0502-3930-45-0-0000-640	MEMBERSHIPS & MEETINGS	8,000	10,928	8,000	11,755	11,000	1,944	11,000	11,000	11,000	-	0.00%		
0502-3930-45-0-0000-643	INSURANCE	712,575	713,150	758,711	748,833	604,662	594,372	604,662	779,324	779,324	174,662	28.89%		
<b>Expense Total for Fund 0502</b>		<b>9,540,266</b>	<b>9,243,555</b>	<b>9,806,422</b>	<b>9,307,741</b>	<b>9,779,020</b>	<b>3,866,739</b>	<b>9,561,758</b>	<b>9,814,564</b>	<b>9,726,538</b>	<b>(52,482)</b>	<b>-0.54%</b>		
<b>Revenue Fund 0502</b>		<b>8,874,931</b>	<b>8,757,411</b>	<b>9,806,422</b>	<b>9,232,557</b>	<b>9,779,020</b>	<b>2,585,530</b>	<b>8,870,702</b>	<b>9,814,564</b>	<b>9,726,538</b>	<b>(52,482)</b>	<b>-0.54%</b>		
<b>Balance Surplus / (Deficit)</b>		<b>(665,336)</b>	<b>(486,144)</b>	<b>-</b>	<b>(75,184)</b>	<b>0</b>	<b>(1,281,209)</b>	<b>(691,056)</b>	<b>-</b>	<b>-</b>	<b>(0)</b>	<b>-100.00%</b>		

STAFFING: GOLF



\* One Laborer II being promoted to Equipment Technician

**DEPARTMENT: GOLF - BUDGET CODE: 0001-0509**

**DESCRIPTION:**

The Golf Department provides a year round recreational facility with golf being the primary function. The golf season generally runs from early Spring to late Fall.

Winter activities are permitted according to Golf Commission policies and include sledding, snowshoeing and cross-country skiing.

**HIGHLIGHT OF CHANGES:** One Laborer II being promoted to Equipment Technician

<b><u>EMPLOYEES:</u></b>	<b><u>FY 17</u></b>	<b><u>FY 18</u></b>	<b><u>FY 19 Proposed</u></b>
FULL TIME:	3(FT)	3(FT)	3(FT)
PART TIME:	14(PT)	14(PT)	14(PT)

Prepared: 12/14/17,11:55:32		2018-2019 Budget			Page 2	
Payroll Projection Report - Parameters						
Program : PR815L		7/01/18 to 6/30/19				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
<b>GOLF COURSE (509-0810)</b>						
LABORER II	0509	0810	194	100.000	-	
EQUIPMENT TECHNICIAN	0509	0810	194	100.000	58,552.00	
LABORER II	0509	0810	194	100.000	60,298.00	118,850.00
SUPT. / MANAGER GOLF FACI	0509	0810	198	100.000	99,509.43	99,509.43
					<b>218,359.43</b>	<b>218,359.43</b>

City of Meriden		2015	2016	2017	2017	2018	2018	2018	2019	City	\$	% Variance		
2019 Budget		Actual	Actual	Budget	Actual	Budget	Actuals	Projected	Department	Manager	Variance	CM Rec. vs	Finance	
As of January 31, 2018							thru 1/31/18	Year End	Request	Recommended		CY Budget	Committee	
GOLF (0810)														
REVENUES														
0509-0810-30-0-0000-650	RECOVERY FROM GOLF PRO	20,495	52,932	50,990	49,336	52,930	45,096	52,930	52,930	52,930	-	0.00%		
0509-0810-30-0-0000-655	GREENS FEES	358,366	405,455	461,321	376,947	488,914	234,951	411,539	462,117	462,117	(26,797)	-5.48%		
0509-0810-30-0-0000-656	SEASONS PASSES	142,624	127,454	150,965	122,315	148,000	11,200	148,000	148,000	148,000	-	0.00%		
0509-0810-30-0-0000-657	TOURNAMENTS	54,252	57,945	60,299	63,616	67,600	38,308	67,600	67,600	67,600	-	0.00%		
0509-0810-30-0-0000-658	LEAGUES	56,978	52,842	56,393	50,640	56,300	20,356	45,668	56,300	56,300	-	0.00%		
0509-0810-30-0-0000-690	RENT	6,600	39,600	44,400	44,400	44,400	22,200	44,400	44,400	44,400	-	0.00%		
0509-0810-30-0-0000-692	GOLF CART FEES	36,349	43,808	37,217	40,160	40,500	26,411	42,320	40,500	40,500	-	0.00%		
0509-0810-30-0-0000-693	GOLF CART FEES-PRO PORTIC	193,859	233,594	193,859	214,185	233,500	140,858	225,708	233,500	233,500	-	0.00%		
0509-0810-30-0-0000-705	CIP FEES	40	-	-	-	-	-	-	-	-	-	#DIV/0!		
0510-0810-30-0-0000-705	CIP FEES	84,826	104,922	-	94,323	-	57,696	57,696	-	-	-	#DIV/0!		
0509-0810-30-0-0000-695	INTEREST INCOME	-	-	-	128	-	-	-	-	-	-	#DIV/0!		
**** Cost Center Total **** Revenues		954,389	1,118,551	1,055,444	1,056,050	1,132,144	597,076	1,095,862	1,105,347	1,105,347	(26,797)	-2.37%		
EXPENSES														
0509-0810-45-0-0000-189	MISC PART-TIME	90,925	85,985	93,190	82,271	92,040	58,315	67,479	89,190	89,190	(2,850)	-3.10%		
0509-0810-45-0-0000-191	OVERTIME	11,572	13,823	12,100	13,784	12,500	9,478	17,651	14,250	14,250	1,750	14.00%		
0509-0810-45-0-0000-194	PUBLIC WORKS	103,539	122,073	107,898	128,281	111,920	60,099	111,920	118,850	118,850	6,930	6.19%		
0509-0810-45-0-0000-198	SUPERVISORS	93,482	95,745	97,315	97,426	99,510	53,483	99,598	99,510	99,510	-	0.00%		
0509-0810-45-0-0000-200	EMPLOYEE BENEFITS	125,081	119,919	125,765	125,854	125,830	57,382	125,830	123,765	123,765	(2,065)	-1.64%		
0509-0810-45-0-0000-202	POST RETIREMENT BENEFITS	8,583	20,872	9,550	9,550	4,725	3,544	4,725	4,393	4,393	(332)	-7.03%		
0509-0810-45-0-0000-301	BOND PAYMENTS	15,000	15,700	16,800	16,800	46,268	11,000	71,268	37,900	37,900	(8,368)	-18.09%		
0509-0810-45-0-0000-new	General Fund PAYMENTS			25,000		25,000	-	-	25,000	25,000	-	0.00%		
0509-0810-45-0-0000-302	BOND & BAN INTEREST	3,458	3,015	2,548	18,399	41,554	27,493	41,554	26,222	26,222	(15,332)	-36.90%		
0509-0810-45-0-0000-306	PRINCIPAL EXP-IRRIG PRJT	(43,543)	(63,670)	-	(54,069)	-	-	-	-	-	-	#DIV/0!		
0509-0810-45-0-0000-309	BABS FEDERAL SUBSIDY	(239)	(231)	(258)	(220)	(223)	(104)	(223)	-	-	223	-100.00%		
0509-0810-45-0-0000-345	GOLF EXPENSE & SUPPLY	202,364	222,880	200,437	178,949	200,440	111,066	200,440	191,437	191,437	(9,003)	-4.49%		
0509-0810-45-0-0000-346	REIMBURSABLE GOLF PRO EXP	20,495	52,932	50,990	50,471	52,930	45,726	52,930	52,930	52,930	-	0.00%		
0509-0810-45-0-0000-347	GOLF CART FEES-PRO PORTIC	193,859	233,594	193,859	214,185	233,500	140,858	233,500	233,500	233,500	-	0.00%		
0509-0810-45-0-0000-396	GOLF PRO	10,000	10,000	10,000	10,000	10,000	5,000	10,000	10,000	10,000	-	0.00%		
0509-0810-45-0-0000-441	CLUBHOUSE EXPENSE	24,859	50,618	27,500	18,468	15,300	14,535	15,300	15,800	15,800	500	3.27%		
0509-0810-45-0-0000-463	LIABILITY & GENERAL INSURAN	66,247	66,618	66,250	70,360	44,330	43,100	43,100	46,100	46,100	1,770	3.99%		
0509-0810-45-0-0000-500	CAPITAL EQUIPMENT	16,316	14,961	15,000	14,335	15,000	11,145	15,000	15,000	15,000	-	0.00%		
0509-0810-45-0-0000-640	MEETINGS & MEMBERSHIPS	1,503	1,335	1,500	955	1,520	790	1,520	1,500	1,500	(20)	-1.32%		
0510-0810-45-0-0000-306	PRINCIPAL EXP-IRRIG PRJT	43,543	63,670	-	54,069	-	-	-	-	-	-	#DIV/0!		
0510-0810-45-0-0000-307	INTEREST EXP-IRRIG PRJT	41,283	41,252	-	40,254	-	-	57,696	-	-	-	#DIV/0!		
0510-9999-45-0-0000-501	CAPITAL OUTLAY (CIP FEE)	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Expense Total for Fund 0509/510		1,028,328	1,171,090	1,055,444	1,090,122	1,132,144	652,909	1,169,287	1,105,347	1,105,347	(26,797)	-2.37%		
Revenue Fund 0509/510		954,389	1,118,551	1,055,444	1,056,050	1,132,144	597,076	1,095,862	1,105,347	1,105,347	(26,797)	-2.37%		
Balance Surplus / (Deficit)		(73,939)	(52,539)	-	(34,072)	-	(55,833)	(73,425)	-	-	-	#DIV/0!		

# SECTION 13

## CIP

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
<b>BOE</b>	Hanover Roof Replacement	1,838,300	(1,115,465)						722,835	
	<b>TOTAL</b>	<b>1,838,300</b>	<b>(1,115,465)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>722,835</b>	
<b>FIRE</b>	Radio Replacement Phase 1	200,000							200,000	
	Radio Replacement Phase 2			200,000					200,000	
	Radio Replacement Phase 3				200,000				200,000	
	Replace a Fire Rescue Vehicle for South Meriden Volunteers			120,000					120,000	
	Replace Tac 1 with smaller unit			120,000					120,000	
	Covered Training/Storage Building				350,000				350,000	
	Replace ATV & Rescue Boat				80,000				80,000	
	Replace a Fire Pumper					480,000			480,000	
	Training Ground/Facility Improvements						100,000		100,000	
	Replace a Fire Pumper							500,000	500,000	
	<b>TOTAL</b>	<b>200,000</b>	<b>-</b>	<b>440,000</b>	<b>630,000</b>	<b>480,000</b>	<b>100,000</b>	<b>500,000</b>	<b>2,350,000</b>	
<b>POLICE</b>									-	
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>LIBRARY</b>	Architect Fees-Design to Bid Specs	50,000							50,000	
	Library Renovation and Expansion			9,000,000					9,000,000	
	<i>Grant proceeds</i>			(1,000,000)					(1,000,000)	
	<b>TOTAL</b>	<b>50,000</b>	<b>-</b>	<b>8,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,050,000</b>	
<b>IT</b>	Upgrade/replace storage area network			200,000					200,000	
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	
<b>HEALTH</b>									-	
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	



INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
<b>PLANNING</b>	Development & Enforcement Acquisition & Demo	50,000		75,000	75,000	75,000	75,000	75,000	425,000	
	C.I.D.E.W.A.L.K. Program	60,000		75,000	75,000	75,000	75,000	75,000	435,000	
	Plan of Conservation and Development 2019	125,000		-	-	-	-	-	125,000	
	<b>TOTAL</b>	<b>235,000</b>	<b>-</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>985,000</b>	
<b>SMVFD</b>	Station Renovation 2nd Floor Addition					200,000			200,000	
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	
<b>CIVIL PREPAREDNESS</b>										
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>EMER COMMUNICA</b>	Relocation of Emergency Comm Center	150,000		600,000					750,000	
	Site Cost			1,000,000					1,000,000	
	Construction/Equipment				1,500,000				1,500,000	
	<b>TOTAL</b>	<b>150,000</b>	<b>-</b>	<b>1,600,000</b>	<b>1,500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,250,000</b>	
<b>FACILITIES</b>	Engine 5 HVAC system replacement	110,000							110,000	
	FD Pavement Repairs	60,000		100,000	100,000				260,000	
	Police Department Cell Block Upgrades	125,000		125,000					250,000	
	Refurbish T hangers			250,000					250,000	
	Replace quonset hut (airport)	375,000							375,000	
	PD Elevator modernization	68,500							68,500	
	City Hall Refurbishment			750,000	750,000	750,000	750,000	750,000	3,750,000	
	<b>TOTAL</b>	<b>738,500</b>	<b>-</b>	<b>1,225,000</b>	<b>850,000</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>	<b>5,063,500</b>	
<b>ECON DEVELOPMENT</b>										
	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>PARKS, RECREATIC</b>	Pickup Truck Replacement	45,000		45,000		50,000			140,000	
	Parks Buildings and Grounds Improvements	100,000			150,000		150,000		400,000	
	Tower Road Rehab	85,000		85,000					170,000	
	Broad Street Monuments Curbing and Irrigation			85,000					85,000	
	Parks Paving, Curbs and Sidewalks			100,000			100,000		200,000	
	Playground and Court Surfacing Improvements			100,000			125,000		225,000	
	Hubbard Park Pool Replacement			350,000					350,000	
	Sweeper Rehab			50,000					50,000	
	Bucket Truck Replacement					180,000			180,000	
	Fork Lift Replacement				30,000				30,000	
	Scissor Lift Replacement			25,000					25,000	
	Riding Mower Replacement				75,000				75,000	
	Light Tower Replacement					30,000		30,000	60,000	
	Sidewalk Plow Replacement				40,000				40,000	
<b>TOTAL</b>	<b>230,000</b>	<b>-</b>	<b>840,000</b>	<b>295,000</b>	<b>260,000</b>	<b>375,000</b>	<b>30,000</b>	<b>2,030,000</b>		

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
	<b>PUBLIC WORKS</b>									
<b>ENGINEERING</b>	City-Wide Road Reconstruction	475,000		500,000	500,000	500,000	500,000	500,000	2,975,000	
	City-Wide Road Reconst LoCIP Funding	613,313	(613,313)	592,923	592,923	592,923	592,923	592,923	2,964,615	
	Grant Proceeds			(592,923)	(592,923)	(592,923)	(592,923)	(592,923)	(2,964,615)	
	City-Wide Sidewalks	300,000		350,000	350,000	350,000	350,000	350,000	2,050,000	
	Guiderail Replacement	460,000	(380,295)	30,000	30,000	30,000	30,000	30,000	229,705	
	Misc. Sidewalk Repairs	75,000		100,000	100,000	100,000	100,000	100,000	575,000	
	City-Wide Drainage	25,000		50,000	50,000	50,000	50,000	50,000	275,000	
	Downtown Improvements	175,000		200,000	200,000	200,000	200,000	200,000	1,175,000	
	Kensington Ave Box Culvert			500,000	500,000				1,000,000	
	MS4 Drainage Requirements	150,000		200,000					350,000	
	Beaver Pond Dam Rehabilitation			40,000	400,000	400,000			840,000	
	CMAQ Traffic Signals			3,800,000					3,800,000	
	Grant Proceeds			(2,900,000)					(2,900,000)	
	Bridge/Box Culvert Rehabilitation			250,000					250,000	
	Camp Street Bridge			100,000					100,000	
	Linear Trail Projects				500,000	600,000	400,000	400,000	1,900,000	
	Baldwin Ave Reconstruction				350,000	350,000			700,000	
	Williams St Reconstruction				400,000				400,000	
	Preston Ave Reconstruction					700,000			700,000	
	Johnson Ave Reconstruction Phase 1					350,000	350,000		700,000	
	Jordan Brook Phase 3						550,000		550,000	
	Allen Ave Reconstruction						350,000	350,000	700,000	
	Finch Ave Reconstruction						450,000	550,000	1,000,000	
	Westfield Rd Reconstruction							700,000	700,000	
	Hicks Ave Drainage/Road Improvements							400,000	400,000	
									-	
	<b>TOTAL ENGINEERING</b>	<b>2,273,313</b>	<b>(993,608)</b>	<b>3,220,000</b>	<b>3,380,000</b>	<b>3,630,000</b>	<b>3,330,000</b>	<b>3,630,000</b>	<b>18,469,705</b>	
<b>SNOW</b>	Dump Body Replacement	83,000			85,000		87,000		255,000	
									-	
	<b>TOTAL SNOW</b>	<b>83,000</b>	<b>-</b>	<b>-</b>	<b>85,000</b>	<b>-</b>	<b>87,000</b>	<b>-</b>	<b>255,000</b>	
<b>GARAGE</b>	Machine Shop Equipment			90,000					90,000	
	CNG Fueling Station Rehabilitation			30,000					30,000	
									-	
	<b>TOTAL GARAGE</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120,000</b>	
<b>TRAFFIC</b>	Signal Upgrade Program	215,000		243,000	255,000	267,000	280,000	300,000	1,560,000	
	Pavement Markings	90,000		150,000	150,000	150,000	150,000	150,000	840,000	
	Pickup Truck			53,000					53,000	
									-	
	<b>TOTAL TRAFFIC</b>	<b>305,000</b>	<b>-</b>	<b>446,000</b>	<b>405,000</b>	<b>417,000</b>	<b>430,000</b>	<b>450,000</b>	<b>2,453,000</b>	

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
HIGHWAY	Dump Truck	240,000		250,000	260,000	270,000	280,000	290,000	1,590,000	
	Midsized backhoe	160,000							160,000	
	Storage Facility Improvements			80,000					80,000	
	Utility Truck			75,000					75,000	
	Pickup Truck			55,000					113,000	
	Front End Loader					300,000			300,000	
	Street Sweeper						290,000		290,000	
	Triaxle Replacement							250,000	250,000	
										-
		<b>TOTAL HIGHWAY</b>	<b>400,000</b>	<b>-</b>	<b>460,000</b>	<b>260,000</b>	<b>570,000</b>	<b>628,000</b>	<b>540,000</b>	<b>2,858,000</b>
TRANSFER STATION									-	
	<b>TOTAL TRANSFER STATION</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
BULKY WASTE	Bulky Waste Crane Truck			250,000					250,000	
	<b>TOTAL BULKY WASTE</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	
	<b>TOTAL PUBLIC WORKS</b>	<b>3,061,313</b>	<b>(993,608)</b>	<b>4,496,000</b>	<b>4,130,000</b>	<b>4,617,000</b>	<b>4,475,000</b>	<b>4,620,000</b>	<b>24,405,705</b>	
	<i>Total</i>	<i>6,503,113</i>	<i>(2,109,073)</i>	<i>16,951,000</i>	<i>7,555,000</i>	<i>6,457,000</i>	<i>5,850,000</i>	<i>6,050,000</i>	<i>47,257,040</i>	
	<i>Board of Education</i>	<i>(1,838,300)</i>	<i>1,115,465</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>(722,835)</i>	
	<i>Total w/o BOE</i>	<i>4,664,813</i>	<i>(993,608)</i>	<i>16,951,000</i>	<i>7,555,000</i>	<i>6,457,000</i>	<i>5,850,000</i>	<i>6,050,000</i>	<i>46,534,205</i>	
	<i>Total w/o BOE, net of grants</i>	<i>3,671,205</i>								
	<i>Cap Calculation FY2018 Principal Paydown</i>	<i>11,289,602</i>								
	<i>Less New High School Principal</i>	<i>3,748,933</i>	<i>2,154,200</i>	<i>91.57%</i>	<i>1,972,639</i>	<i>1,776,294</i>	<i>3,748,933</i>			
	<i>Balance of Principal Paydown</i>	<i>7,540,669</i>								
	<i>Self Imposed Cap @ 50%</i>	<i>3,770,334</i>								
	<i>Imposed Cap less CIP Plan</i>	<i>99,129</i>								

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
<b>****HARBOR BROOK FLOOD CONTROL PROJECTS (Recommend these projects be funded separate from CIP as they will exceed the cap)</b>										
<b>HARBOR BROOK</b>										
<b>DRAINAGE IMPROVEMENTS</b>										
	Program Management	80,000		80,000	80,000	80,000	80,000	80,000	480,000	
	Environmental Monitoring - Meriden Green	65,000		65,000	65,000	65,000	65,000	65,000	390,000	
	Center St Bridge	3,500,000							3,500,000	
	<i>HPP Funds from Columbus Ave Project</i>		(1,200,000)						(1,200,000)	
	Cedar St Bridge Replacement	500,000		1,500,000	1,000,000	1,000,000			4,000,000	
	Amtrak Bridge to Perkins Square	750,000		1,000,000					1,000,000	
	Mill St Area Improvements	1,000,000		1,000,000	1,000,000	1,000,000			3,000,000	
	Property Acquisitions	200,000		250,000	250,000	1,000,000			1,500,000	
	Channel work - Cedar to Center			1,725,000	975,000				2,700,000	
	South Butler St Bridge				1,300,000	2,000,000	1,700,000		5,000,000	
	Channel work - Cooper to Amtrak				2,275,000	2,275,000			4,550,000	
	Channel work - Center to Camp						2,500,000		2,500,000	
	Channel work - Camp to Westfield Road						1,000,000	1,000,000	2,000,000	
	Hanover Pond to Coe Ave						2,000,000	2,500,000	4,500,000	
	<i>Subtotal Harbor Brook</i>								33,920,000	
	<i>Broad Street Bridge (Future&gt;FY2024)</i>							4,500,000	4,500,000	
	Note: Projects are listed in order of priority								-	
	<b>TOTAL HARBOR BROOK DRAINAGE IMPVTS.</b>	<b>6,095,000</b>	<b>(1,200,000)</b>	<b>5,620,000</b>	<b>6,945,000</b>	<b>7,420,000</b>	<b>7,345,000</b>	<b>8,145,000</b>	<b>38,420,000</b>	

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommended Level			C.I.P. FY 18/19 - 23/24				(2/22/18)		
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL
<b>ENTERPRISE FUNDS</b>									
<b>GOLF</b>									-
<b>Enterprise</b>									-
	<b>TOTAL</b>	-	-	-	-	-	-	-	-
<b>PUBLIC UTILITIES</b>									
<b>SOURCES:</b>									
<b>WATER</b>	Hallmere Reservoir Spillway					750,000			750,000
	Kenmere Reservoir								-
	Gatehouse Intake Levels/gates			300,000					300,000
	Bradley/Hubbard Reservoir								-
	Dam Improvements					150,000			150,000
	Merimere Reservoir								-
	Dam/Spillway Improvements			75,000					75,000
	Broad Brook Reservoir				100,000				100,000
	Dam Improvements								-
	Watershed Canal Improvements						150,000		150,000
	Evaluate/Design Dam/spillway Improvements			55,000					55,000
	Well Redevelopment	100,000							100,000
	<b>SUBTOTAL - SOURCES</b>	<b>100,000</b>	<b>-</b>	<b>430,000</b>	<b>100,000</b>	<b>900,000</b>	<b>150,000</b>	<b>-</b>	<b>1,680,000</b>
<b>FACILITIES/PLANTS:</b>									
	Elmere Treatment Plant (New) & Storage Tank								-
	Evaluation/Design					5,000,000			5,000,000
	Construction						20,000,000		20,000,000
	Grants					(300,000)	(1,500,000)		(1,800,000)
	Merimere Treatment Plant (new)								-
	Design						1,500,000		1,500,000
	Bradley & Hubbard-Building Upgrade	20,000							20,000
	Evansville Treatment Plant Upgrade								-
	Evaluation/Design				30,000				30,000
	Construction					100,000			100,000
	Grants						(6,500)		(6,500)
	Platt/Lincoln Treatment Plant Upgrade								-
	Evaluation/Design			30,000					30,000
	Construction				150,000				150,000
	Grants						(9,000)		(9,000)
	Electrical Improvements	35,000							35,000
	Parker Ave Overhead Door Repl	25,000							25,000
	Parker Ave-Heating System Upgrade	100,000							100,000
	<b>SUBTOTAL FACILITIES/PLANTS</b>	<b>180,000</b>	<b>-</b>	<b>30,000</b>	<b>171,000</b>	<b>4,793,500</b>	<b>20,000,000</b>	<b>-</b>	<b>25,174,500</b>
<b>PUMP STATIONS:</b>									
	Carpenter Ave Zone Improvements								-
	Williams Street Pump Station								-
	Evaluation/Design			250,000					250,000
	Construction				1,000,000				1,000,000

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
	<i>Grants</i>			(9,000)	(75,000)				(84,000)	
	Kenmere Pump Station								-	
	Equipment Improvements			50,000					50,000	
									-	
									-	
	<b>SUBTOTAL - PUMP STATIONS</b>	-	-	<b>291,000</b>	<b>925,000</b>	-	-	-	<b>1,216,000</b>	
	<b>TANKS:</b>									
	Fleming Rd 2,000,000 gal								-	
	Construct New Tanks w/mixer			2,200,000					2,200,000	
	Planning/Design								-	
	<i>Grants</i>			(165,000)					(165,000)	
	Storage tank mixers				300,000				300,000	
									-	
	<b>SUBTOTAL - TANKS</b>	-	-	<b>2,035,000</b>	<b>300,000</b>	-	-	-	<b>2,335,000</b>	
	<b>ADMINISTRATION:</b>									
	Meter Replacement Program	65,000		66,500	70,000	71,000	72,000	72,000	416,500	
									-	
	<b>SUBTOTAL - ADMINISTRATION</b>	<b>65,000</b>	-	<b>66,500</b>	<b>70,000</b>	<b>71,000</b>	<b>72,000</b>	<b>72,000</b>	<b>416,500</b>	

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommended Level			C.I.P. FY 18/19 - 23/24				(2/22/18)		
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL
	<b>EQUIPMENT:</b>								
	Dump Truck (6/8 yds)-Distribution				130,000				130,000
	One Ton 4 x 4 Pickup -Watershed			50,000					50,000
	Roller (1/2 Ton)	30,000							30,000
	Pipe Thawing Machine			10,000					10,000
	Backhoe			150,000					150,000
	One Ton 4x4 Pickup w/Utility Body					60,000			60,000
	Equipment Trailers-Distribution						20,000		20,000
	Compressor					60,000			60,000
	3/4 Ton 4x4 Pickup Truck-Dist					60,000			60,000
	Forklift-Distribution			40,000					40,000
	Utility Body-Pick up Truck-Dist			60,000					60,000
	Tri-Axle Dump Truck					250,000			250,000
	Road Saw							50,000	50,000
	Water Main Tapping Machine	30,000							30,000
	<b>SUBTOTAL - EQUIPMENT</b>	<b>60,000</b>	<b>-</b>	<b>310,000</b>	<b>130,000</b>	<b>430,000</b>	<b>20,000</b>	<b>50,000</b>	<b>1,000,000</b>
	<b>DISTRIBUTION SYSTEM:</b>								
	Distribution Improvements	750,000		750,000	750,000	750,000	750,000	750,000	4,500,000
	Leak Study			60,000		60,000		60,000	180,000
	Water Mains on Bridges								-
	Design								-
	Construction			850,000					850,000
	E. Main St Water Main - Under I91								-
	Water Main Improvements								-
	Design			40,000					40,000
	Improvements			700,000					700,000
	Distribution Valve Replacement			250,000	250,000	250,000	250,000	250,000	1,250,000
	Distribution Materials/Accessories				50,000		50,000		100,000
	West Main St Water Main	515,000	(515,000)						-
	<b>SUBTOTAL - DISTRIBUTION SYSTEM</b>	<b>1,265,000</b>	<b>(515,000)</b>	<b>2,650,000</b>	<b>1,050,000</b>	<b>1,060,000</b>	<b>1,050,000</b>	<b>1,060,000</b>	<b>7,620,000</b>
	<b>TOTAL WATER DIVISION</b>	<b>1,670,000</b>	<b>(515,000)</b>	<b>5,812,500</b>	<b>2,746,000</b>	<b>7,254,500</b>	<b>21,292,000</b>	<b>1,182,000</b>	<b>39,442,000</b>

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommended Level		C.I.P. FY 18/19 - 23/24					(2/22/18)			
Dept.	Project Name	FY 18/19	GRANTS	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	TOTAL	
<b>WATER POLLUTION CONTROL FACILITY</b>									-	
	COLLECTION SYSTEM IMPROVEMENTS	500,000		500,000	500,000	500,000	500,000	500,000	3,000,000	
	WPCF VEHICLE REPLACEMENT			35,000	45,000				80,000	
	CEDARWOOD VALLEY SIPHON DESIGN			100,000	250,000				350,000	
	PHOSPHORUS UPGRADE - BID & CONSTRUCTION	47,768,000	(17,666,826)						30,101,174	
	MANHOLE FRAMES & COVERS			30,000				30,000	90,000	
	WPCF BUILDING REPAIRS					40,000			40,000	
	COLLECTION SYSTEM EQUIPMENT UPGRADES				40,000				40,000	
	ROOFS ON WPCF BUILDINGS				250,000				250,000	
									-	
	<b>Total WATER POLLUTION CONTROL FACILITY</b>	<b>48,268,000</b>	<b>(17,666,826)</b>	<b>665,000</b>	<b>1,085,000</b>	<b>570,000</b>	<b>500,000</b>	<b>530,000</b>	<b>33,951,174</b>	
	<b>TOTAL PUBLIC UTILITIES</b>	<b>49,938,000</b>	<b>(18,181,826)</b>	<b>6,477,500</b>	<b>3,831,000</b>	<b>7,824,500</b>	<b>21,792,000</b>	<b>1,712,000</b>	<b>73,393,174</b>	
	<b>TOTAL ENTERPRISE FUNDS</b>	<b>49,938,000</b>	<b>(18,181,826)</b>	<b>6,477,500</b>	<b>3,831,000</b>	<b>7,824,500</b>	<b>21,792,000</b>	<b>1,712,000</b>	<b>73,393,174</b>	
	<b>TOTAL WATER FUNDS</b>	1,670,000	(515,000)	5,812,500	2,746,000	7,254,500	21,292,000	1,182,000	39,442,000	
	<b>TOTAL SEWER FUNDS</b>	48,268,000	(17,666,826)	665,000	1,085,000	570,000	500,000	530,000	33,951,174	
	<b>TOTAL GOLF FUNDS</b>	-	-	-	-	-	-	-	-	