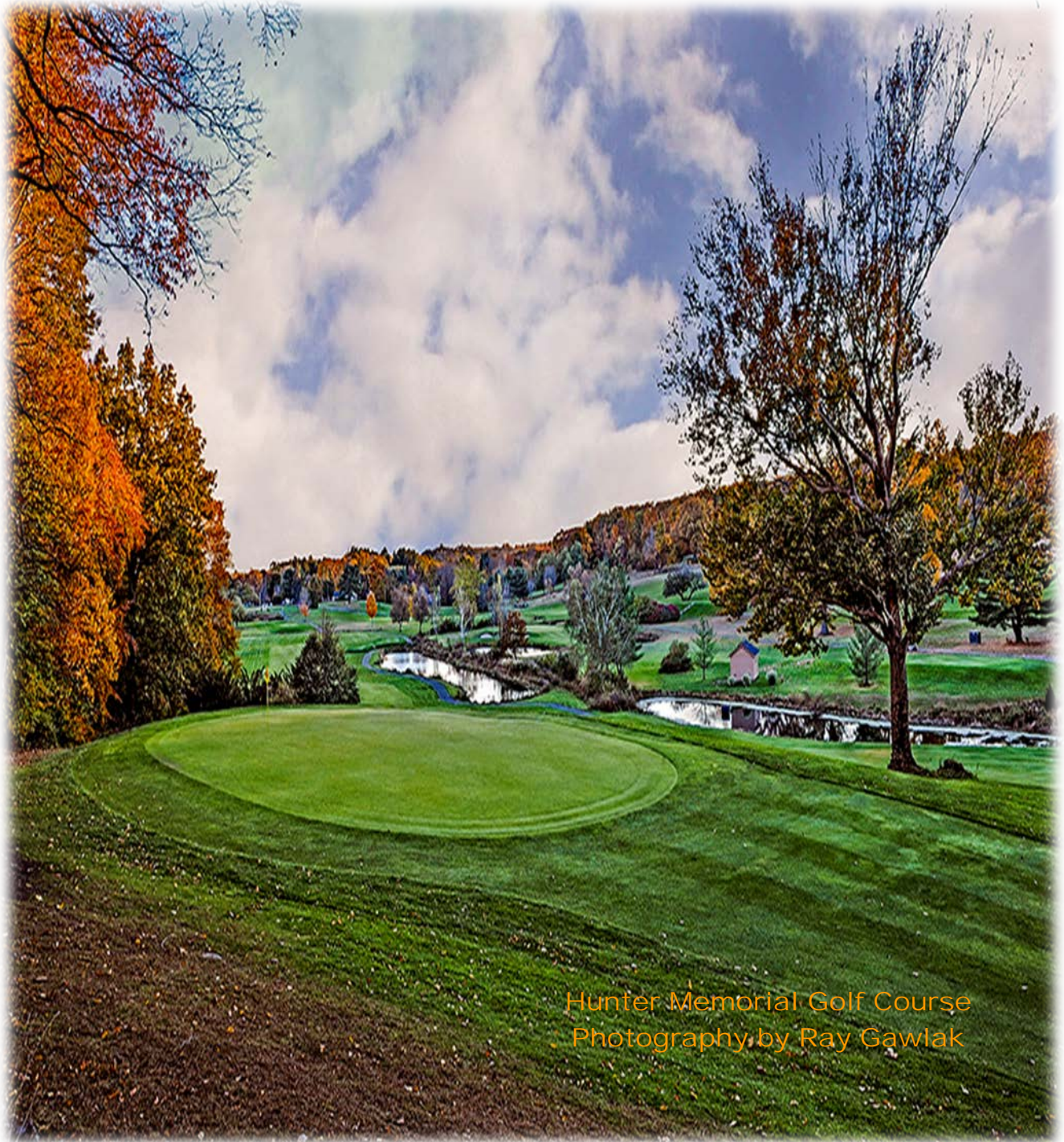


**City Manager's Proposed Budget
FY 2014-2015
City of Meriden, CT**



Hunter Memorial Golf Course
Photography by Ray Gawlak

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SECTION 1

INTRODUCTION

Elected Officials

Manuel A. Santos, Mayor

Bob Williams, Deputy Mayor

Matthew C. Dominello, Sr., Majority Leader

Brian P. Daniels, Deputy Majority Leader

Daniel R. Brunet, Minority Leader

Walter A. Shamrock, Deputy Minority Leader

Catherine R. Battista, Councilor

Miguel Castro, Councilor

Larue Graham, Councilor

Steven J. Iovanna, Councilor

David D. Lowell, Councilor

Kevin M. Scarpati, Councilor

Leonard F. Rich, Councilor

Irene G. Massé, City Clerk

Maureen E. Flynn, Registrar (D)

L. Toni Soboleski, Registrar (R)

Appointed Officials

Lawrence Kendzior, City Manager

Michael Quinn, Corporation Counsel

Dominick Caruso, Director - Development and Enforcement

Frank Kiernan, Director - Emergency Communications

Michael Lupkas, Finance Director

Ken Morgan, Fire Chief

Lisa Pippa, Director - Human Services

Karen Roesler, Director, Library Services

Stephen Montemurro, Director - Management Information Systems

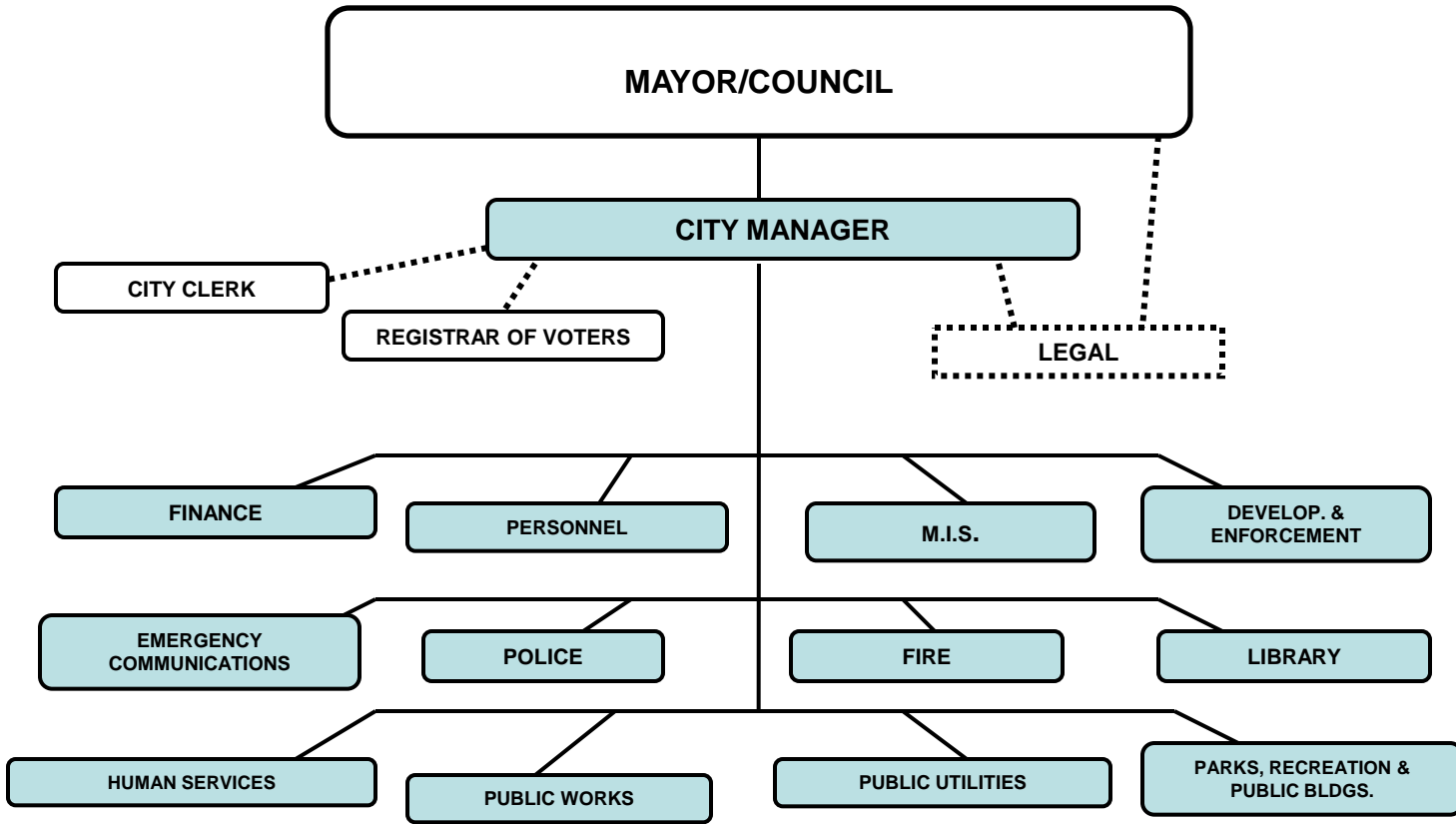
Mark Zebora, Director - Parks, Recreation & Public Buildings

Caroline Beitman, Personnel Director

Jeffry Cossette, Police Chief

Robert Bass, Director - Public Works

Dennis Waz, Director - Public Utilities



**CITY OF MERIDEN
BUDGET CALENDAR
FY 2014-2015**

<u>DATE</u>	<u>ACTION</u>	<u>BY WHOM</u>	<u>TO WHOM</u>	<u>CHARTER OBLIGATIONS</u>
12/20/2013	Budget Estimates	Departments	Finance Director	At least 180 days before end of the fiscal year
12/31/2013	Budget Estimates	Finance Director	City Manager	At least 180 days before end of the fiscal year
03/03/2014	Manager's Budget	City Manager	City Council	No later than 120 days from end of fiscal year
04/16/2014	Hold one (1) or	City Council	Public	No later than 75 days from end of fiscal year
05/05/2014	Adopt Budget	City Council	----	Within 20 days of last Public Hearing
05/12/2014	Mayoral Veto (Line Item Basis)	Mayor	City Council	Within 5 days of adoption
05/15/2014	Set Tax Rate	City Council	----	Within 10 days of final adoption



LAWRENCE J. KENDZIOR
CITY MANAGER

City of Meriden, Connecticut

OFFICE OF THE CITY MANAGER

142 East Main Street, City Hall

Meriden, CT 06450-5605

Telephone (203) 630-4123 • Fax (203) 630-4274

March 3, 2014

Dear Mayor Santos and Members of the City Council:

The major issue that must be addressed in next year's budget is the need to increase funding for health benefits and for worker compensation benefits. These two cost centers alone will require additional funding in the amount of \$3,181,125, a sum that by itself is equal to one mill of taxes. Part of the increase is due to a significant rise in the number of large claims in the past few years due to serious illnesses. Part of the increase is due to decisions made last year to reduce the increase in taxes in the current year to the lowest possible level by prefunding health and worker compensation costs. Health care funding in the current year budget was reduced by \$2 million by paying that amount into the health fund in the prior year. Workers compensation funding was reduced by \$904,063, also on the basis of payments made in the prior year. Those reductions in current year funding must be restored in next year's budget. Other expenditure increases in the amount of \$2,081,329 are necessary due to contractual obligations, to increases in operating expenses or to ensure that needed services are delivered as required. Overall, expenditures in the proposed budget are higher than the current year by 2.92%.

Some of that amount is offset by non-tax revenues that are anticipated to exceed the current budgeted level by \$2,617,804. Those revenue increases result largely from higher State revenues than were anticipated when the current year budget was set and better interest and delinquent tax payments. Nonetheless, an increase in the tax rate of .85 of a mill is necessary to balance the proposed budget, resulting in a tax increase of \$102 a year for the owner of the median value single family home. It is worth noting that even so, approximately one-quarter of residential property owners would pay less in taxes if this proposed budget were adopted than the amount they paid three years ago, and nearly two-thirds of residential owners have a total increase over those three years of less than five percent. These calculations are based on the assumption that there will be no change in the grand list, which has not been completed at time of this message.

It is expected that the local revenue levels set for the second year of the biennial State budget will not change significantly. State revenues in the proposed budget are higher year over year in the amount of \$1,054,245. As indicated above, this is mostly due to the fact that State revenues as finally approved by the State last year were higher than anticipated at the time the City budget was adopted. In addition, I have assumed that the

State will reinstitute a portion of the Municipal Revenue Sharing grant that was inadvertently eliminated last year in the State budget implementer. That assumption will need to be closely monitored during the budget process. If that action is not taken by the State, it would reduce anticipated revenues by \$607,510. I also have assumed that the State public housing PILOT in the amount of \$95,853 will continue to be funded, although as is always the case, it is not included in the proposed State budget amounts.

The proposed budget also assumes some increases in collection of delinquent taxes, interest paid on delinquent taxes and motor vehicle supplemental taxes. These total \$769,225 over the current year budgeted amount. These assumptions are based on past years' actual performance and trends in the current year that are subject to change.

Prior to the 2012 fiscal year, the City's health claim experience had been very positive for a number of years. Our rate of increase in cost was less than projected, and we were able to reduce health benefit funding below budgeted amounts. We changed administrators and achieved savings both in administration and claims. We had instituted a wellness program that identified serious illnesses among our employees at an early stage, helping to keep costs for serious illnesses to a manageable level and improving employee health. Changes that we made to employee contributions and deductibles resulted in additional savings. Many of our employees are now enrolled in health savings accounts. All of that has stabilized the cost of ordinary health expenses.

However, as stated in last year's budget message, expenditures exceeded revenues in the health fund in the 2012 fiscal year, reducing the balance in the health fund by \$1.3 million. This was mostly due to an unusual number of serious illnesses resulting in high individual claims. The City is self-insured for health claims up to \$250,000. Over the three years prior to 2012, the average number of such claims was 2.33 and the total annual expenditure averaged \$974,000. In the 2012 year, the total number of such large claims was six and the total cost was \$3,150,000. Although we increased health benefit funding in the following year, actual experience far exceeded the past trend. In the 2013 fiscal year, there were ten claims in excess of \$250,000, the total cost for which was \$4,300,000.

In that year, the City Council approved an additional appropriation to the health fund of \$2 million from funds that otherwise would have been surplus. The budgeted amount in the current year was reduced accordingly to offset a higher tax increase. Even with that additional funding, the balance in the health fund dropped from a beginning balance of \$5,562,149 to a year end balance of \$3,140,020. This trend of an unusual amount of large claims has continued. The Finance Director is forecasting, as of December, 2013, a year end balance in the health fund of approximately \$670,000. That end result is not acceptable. Because we are presently projecting a surplus in this year's budget, we expect that we will be able to increase the current year funding and bring the health fund to a somewhat better balance by year end. However, we must ensure that funding for next

year is sufficient to bring the health fund closer to a minimally adequate balance. To do so, and to make up for the current year reduction in funding, I have recommended an increase in health benefit line items, not including the Board of Education, of \$2,373,977. That said, it should be noted that the January, 2014 health claims were exceptionally high, and we will need to monitor the fund balance for the remainder of this fiscal year.

Other notable expenditure increases include approximately \$375,000 in additional funding for public safety: police, fire and emergency communications. This includes funding for two new part time positions in the Police Department, a towing officer and records clerk. Because many of the traffic safety lines at city intersections and school safety zones have not been remarked for several years, I have recommended an increase of \$107,000 in the Public Works budget for that purpose, comprised of additional funding for materials and the funding of four seasonal positions to undertake the work. Additional funding in the approximate amount of \$50,000 is required for attorney fees in the Law Department budget due to matters that must be handled by outside counsel and to the expected payment of insurance deductible amounts for lawsuits brought against the City. The Recreation Division budget has been increased by approximately \$45,000, partly in order to maintain the summer playground program which was reinstated by the City Council last year and partly to fund the July 4th fireworks display. Additional funding of approximately \$66,000 is necessary in large part to fund additional part time nursing positions in the Health Department budget to staff the extended day program at two elementary schools. I am recommending that the City discontinue its meals-on-wheels program, which can be better performed privately with less expense to the City, a change that may be put into place prior to the budget being adopted and which would result in a savings of approximately \$29,000. I also am recommending that two existing part-time positions be funded for full time. One will add additional staff time in the Assessor's division, offsetting to some degree other staffing cuts. The other, the plumbing/mechanical inspector position in the Building Division, will help with the additional work load caused by the two high school projects.

Lastly, I am recommending that funding for accrued retiree health benefits (OPEB) be maintained at its present funding level. This will again enable the City to demonstrate a continued commitment and maintenance of effort to fund these obligations. The City is one of only thirty or so municipalities in Connecticut that has formed an OPEB trust and one of very few that has actually accumulated assets in that trust. After our last actuarial review our OPEB funding level is closer to the actuarially required amount than previously because of changes that we have made regarding retiree health benefits. This funding level is not ideal and will need to be reexamined in future years, but given other budgetary issues, the proposed level of OPEB funding is reasonable and prudent.

Under the proposed State budget, the Board of Education budget would receive an increase in funding of approximately \$1.8 million, which is more than the amount sought by the Board in its budget request. This follows significant increases in State funding in

both of the prior two years. Although these increases come with certain restrictions, the Board and its administration have managed that additional funding well and made progress in controlling the increase in other costs, especially special education. The City has not increased its local appropriation to the Board for several years, but has increased its funding for capital projects, including the high schools, elementary school roofing projects and boiler projects, and funding of the share of retiree health benefits attributable to the Board. The City has issued bonds for these projects in the amount of \$13,363,627 since 2010 and will pay \$862,000 on that indebtedness in the proposed budget, an amount that will increase in subsequent years. The increase in health benefit funding for present Board employees is \$264,185, much lower than that needed in the remainder of the City budget. As has been the case for the past two years, the Board administration has demonstrated a capacity to prefund some or all of its increased expenses out of anticipated surplus in the current year budget. The Board has acted responsibly in formulating its budget request and may be able to reduce it further as the budget continues to be reviewed. For all of those reasons, I am not recommending any increase in the appropriation to the Board.

There will be a very slight increase in the inner district mill rate of .03 of a mill from 2.10 mills to 2.13 due to small contractual increases. The change over to large container curbside pickup has worked out well, improving the appearance of the city, improving our recycling rate and helping to contain cost increases.

As planned and discussed last year, an increase of twenty cents in the water rates to offset the anticipated costs of the upgrade to the Broad Brook water treatment plant is included in the water division enterprise budget. There will be no increase in the sewer rate. The overall impact to the average family would be approximately \$24 a year.

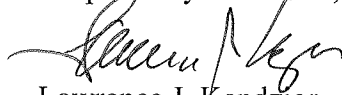
The Capital Improvement Plan (CIP), including capital funding requests for the next year, is also presented in this budget proposal. The City's self-imposed bonding authorization cap for next year is \$4,117,000. The cap is the sum equal to one-half the principal payments made during the preceding year for general fund projects subject to the cap. Capital expenditures for the Board of Education and those funded by the enterprise funds are not subject to the cap. Expenditures for flood control purposes also historically have been considered separately. By City ordinance, the cap may not be exceeded except upon a two-thirds vote of the City Council. This year's requests are \$97,914 under the cap. The City has exercised great fiscal restraint with regard to capital projects, which has greatly reduced payments on bonded indebtedness from prior levels. The current, much reduced cap amount, which can only be exceeded by a two-thirds vote of the Council, has reached a level that makes it very difficult to fund needed projects properly.

The CIP proposal is based on the recommendation of the Interdepartmental Review Committee, which is composed of several Department heads and other city staff with expertise in capital project planning. The Committee reviewed the required information

accompanying each individual request. The Committee then prioritized those requests to fit within the authorized bonding cap. The Capital Improvement Plan also sets out planned capital projects contemplated for the succeeding five year period, providing a solid basis for future financial planning.

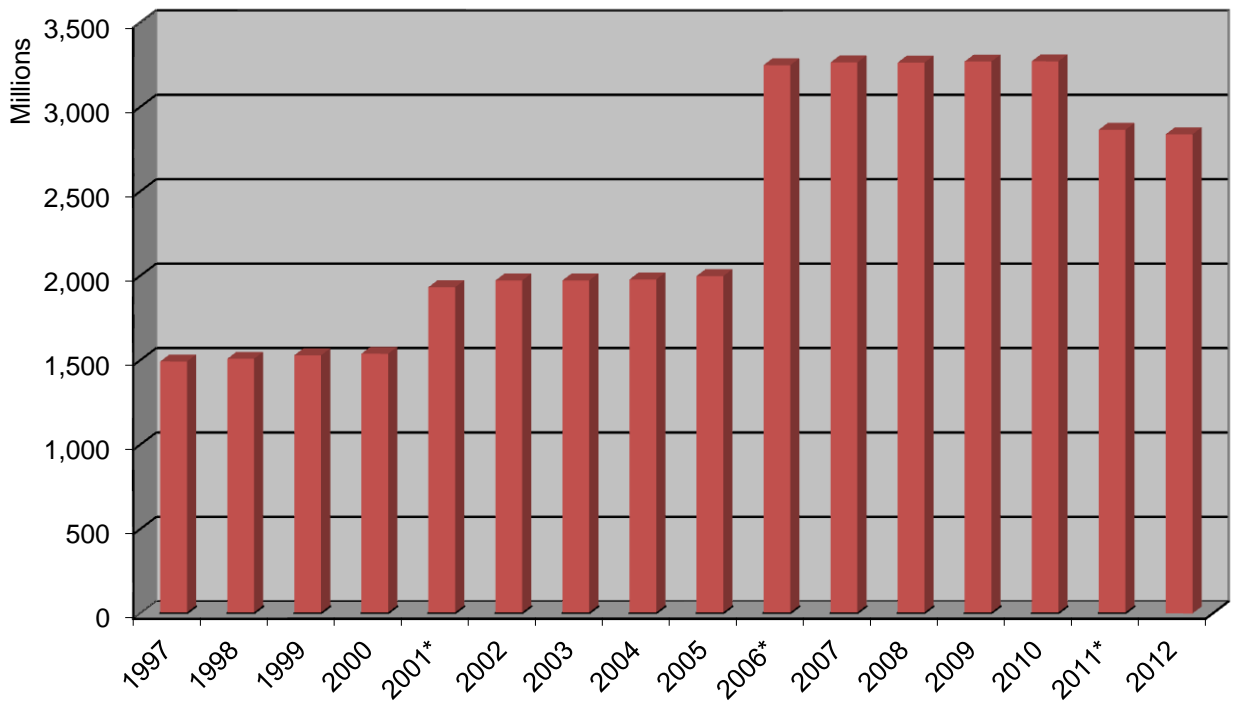
The proposed budget provides the funding necessary for those essential services that our residents and local business expect and deserve while maintaining the sound fiscal status the City has achieved. As always, City staff and I stand ready to assist you as you review this proposal.

Respectfully submitted,

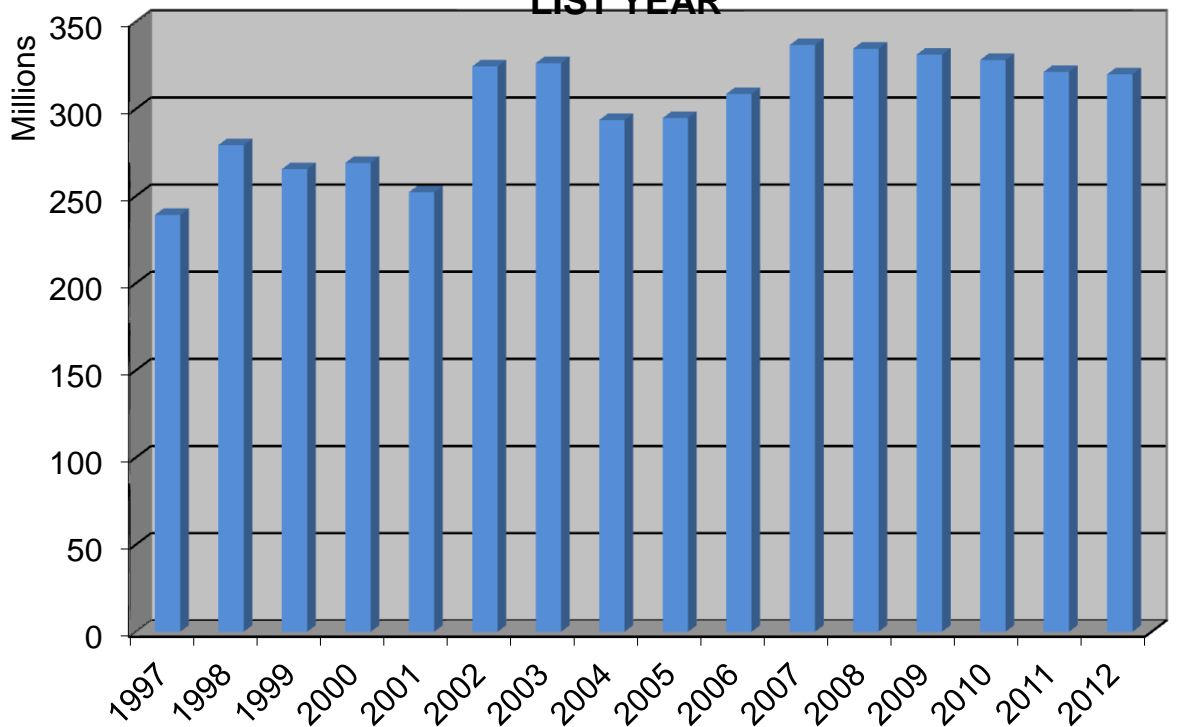


Lawrence J. Kendzior
City Manager

GROSS REAL ESTATE BY GRAND LIST YEAR

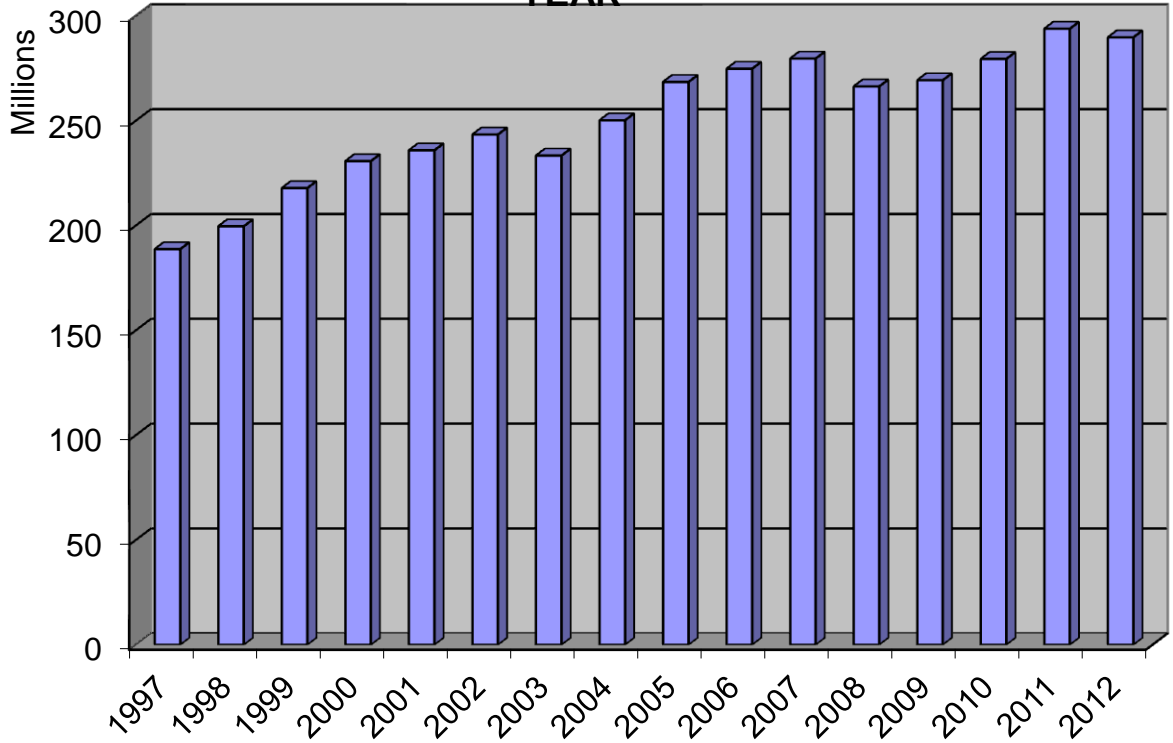


GROSS PERSONAL PROPERTY BY GRAND LIST YEAR

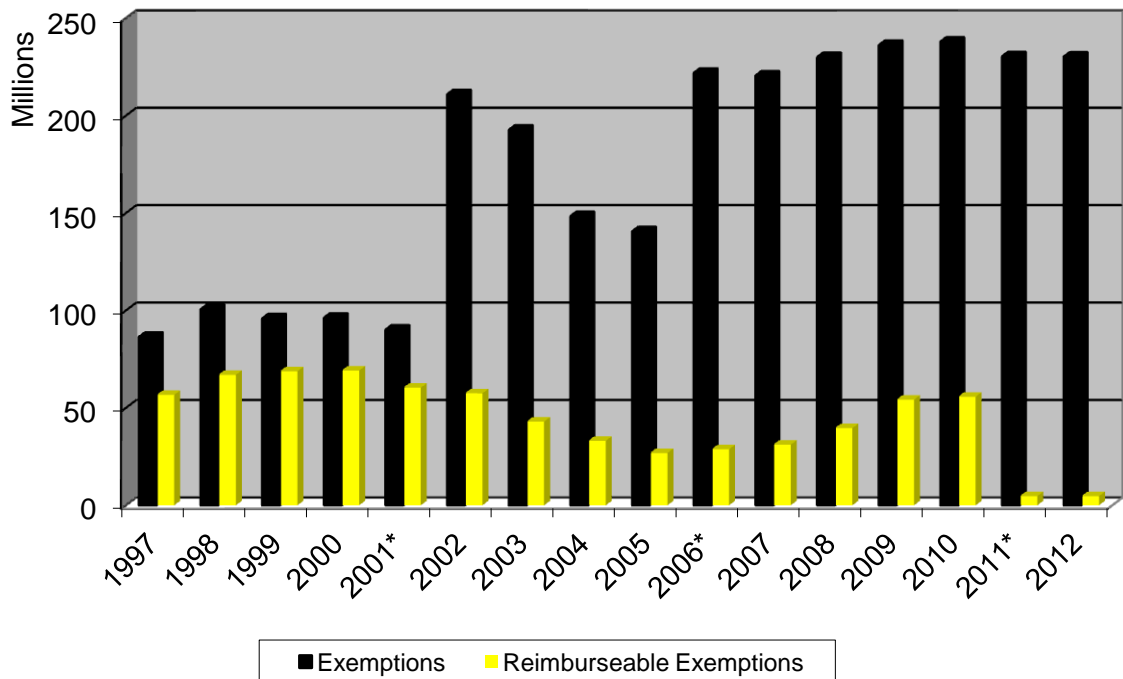


Note: Grand List 2013 expected to be signed by February 28, 2014

GROSS MOTOR VEHICLE BY GRAND LIST YEAR

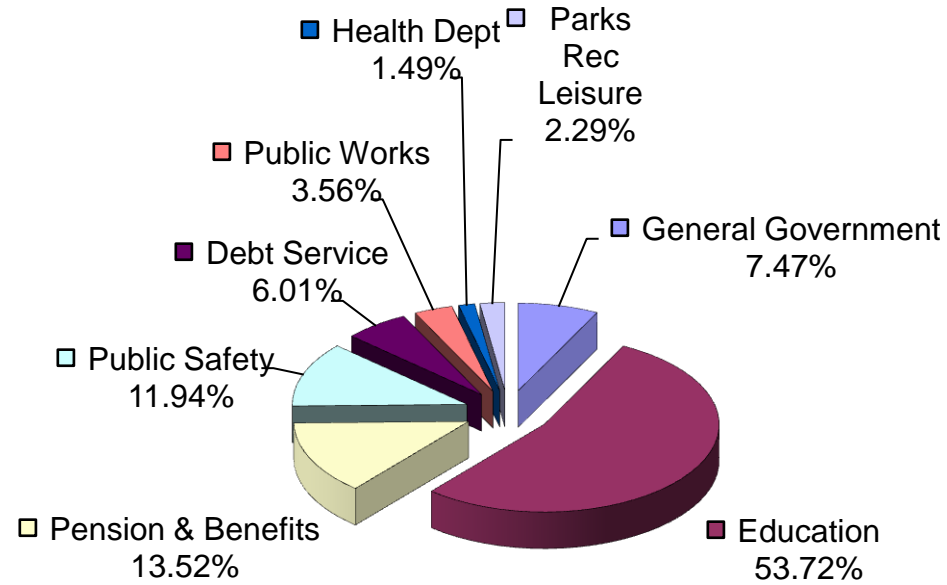


TOTAL EXEMPTIONS VS. REIMBURSEABLE EXEMPTIONS



Note: Grand List 2013 expected to be signed by February 28, 2014

How General Fund Dollars are Expended

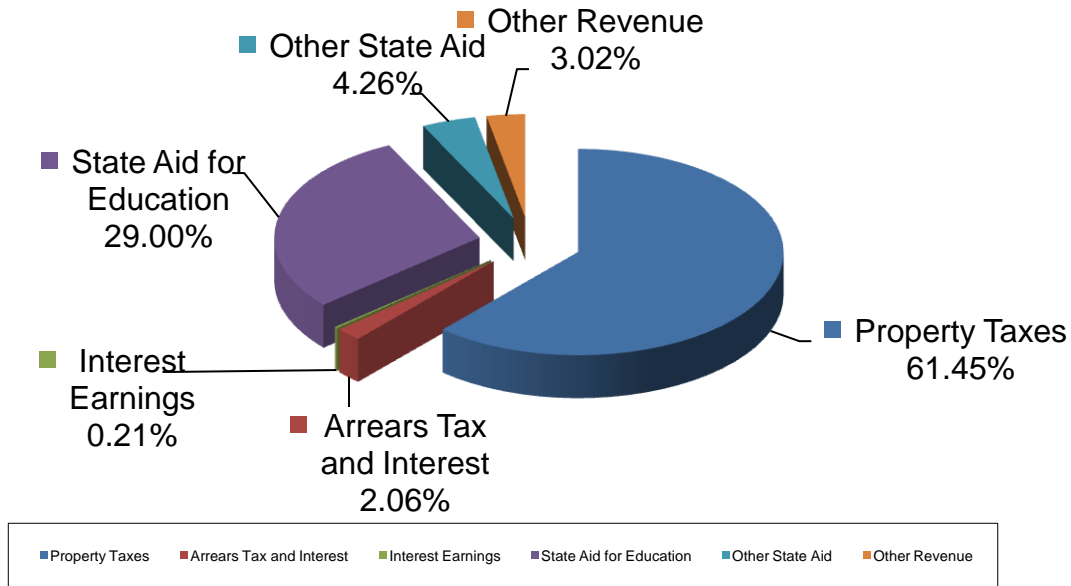


Function:

Amount

General Government	13,859,410
Education	99,609,840
Pension & Benefits	25,064,841
Public Safety	22,131,413
Debt Service	11,144,421
Public Works	6,606,937
Health Dept	2,765,415
Parks Rec Leisure	4,249,337
	<u>185,431,614</u>

Source of General Fund Revenues



Source:	Amount
Property Taxes	113,951,943
Arrears Tax and Interest	3,811,725
Interest Earnings	396,450
State Aid for Education	53,783,711
Other State Aid	7,894,587
Other Revenue	5,593,198
	<u>185,431,614</u>

CITY OF MERIDEN

THE BUDGET:

-HOW IT IS ADOPTED AND ACCOUNTED FOR-

-HOW THE TAX RATE IS SET-

-REVALUATION (October 1, 2011)-

-GRAND LIST COMPOSITION-

-REVENUES AND EXPENDITURES BY TYPE-

-WHERE REVENUES COME FROM-

AND

-HOW THEY ARE SPENT-

-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 2014-2015

<u>DATE</u>	<u>ACTION</u>	<u>BY WHOM</u>	<u>TO WHOM</u>	<u>CHARTER OBLIGATIONS</u>
12/20/2013	Budget Estimates	Departments	Director of Finance	At least 180 days before the end of the fiscal year.
12/31/2013	Budget Estimates	Director of Finance	City Manager	At least 180 days before the end of the fiscal year.
03/03/2014	Manager's Budget	City Manager	City Council	No later than 120 days before the end of the fiscal year.
04/16/2014	Public Hearing	City Council	Public	No later than 75 days before the end of the fiscal year.
05/05/2014	Adopt Budget	City Council	-----	Within 20 days of last Public Hearing.
05/12/2014	Mayoral Veto (Line Item Basis)	Mayor	City Council	Within 5 days of adoption.
05/15/2014	Set Tax Rate	City Council	-----	Within 10 days of final adoption.

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 \$798,819,000. All long-term debt obligations are retired through General Fund appropriations or user charges. As of

June 30, 2013, the City recorded long-term debt of \$85.6 million related to Governmental Activities and \$50.1 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 \$119,777 Mill Rate: 35.84 Mills (.03584) \$119,777 X .03584 = \$4,293

Properties are assessed based on a formula that calculates 70% of their appraised fair market value. For Fiscal Year 2015 property in Meriden continued to be valued as of the latest revaluation. Grand List 2011 was reevaluated 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 2012 Grand List is \$3.991 billion with a Net Taxable Grand List of \$3.218 billion (after to Board of Assessment Appeals). The 2013 Grand List is expected to be signed February 28, 2014.

TOP TEN TAXPAYERS: REAL ESTATE/PERSONAL PROPERTY COMBINED (2012 Grand List)

Taxpayer	Assessment	Rank	Percentage of Total
Meriden Square #3 LLC et al	\$ 73,661,600	1	2.27%
Connecticut Light & Power	57,379,910	2	1.77
Computer Sciences Corp.	45,884,850	3	1.41
Urstadt Biddle Properties, Inc.	23,665,670	4	.73
Yankee Gas	21,336,020	5	.66
Radio Frequency System	17,842,270	6	.55
Carabetta Enterprises, Inc.	15,121,590	7	.47
Newbury Village Development	12,623,860	8	.39
Denmeri Associates LP	10,850,000	9	.33
TC Meriden LLC	10,429,523	10	.32
Total	\$ 288,795,293		8.89%

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, 2014 (est)	15,725,159	17,497,456	180,169,161	8.73%	9.71%
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
2013	2015 (est)	3,218,470 (est)	68,335,000	2.12%
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

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.
2014 (est)	11,229	180,169	6.23%
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

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
2015	68,335	71.25%
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

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
2014	77,383	180,169	42.95%
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

Open Authorizations for Borrowing as of January 31, 2014

Purpose	Original Authorization	Anticipated Grant Proceeds	Previous Borrowings	Open Authorization
Education	219,043,143	167,907,860	9,782,858	41,352,425
General	12,142,300	0	150,000	11,992,300
Sewer	46,756,000	45,839,779	0	916,221
Water	796,000	0	0	796,000
Golf	17,500	0	0	17,500
Total	278,754,943	213,747,639	9,932,858	55,074,446

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

<i>Fiscal Year Ended</i>	<i>Employees’ Retirement Plan</i>		<i>Police Pension Plan</i>		<i>Firefighters’ Pension Plan</i>	
	<i>Annual Required Contribution</i>	<i>Percentage Contributed</i>	<i>Annual Required Contribution</i>	<i>Percentage Contributed</i>	<i>Annual Required Contribution</i>	<i>Percentage Contributed</i>
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	Adopted Budget	3,500,000	19,522,774 (est.)
2015	Recommended Budget	3,500,000	24,759,596 (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, 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%

SECTION 2

GENERAL GOVERNMENT

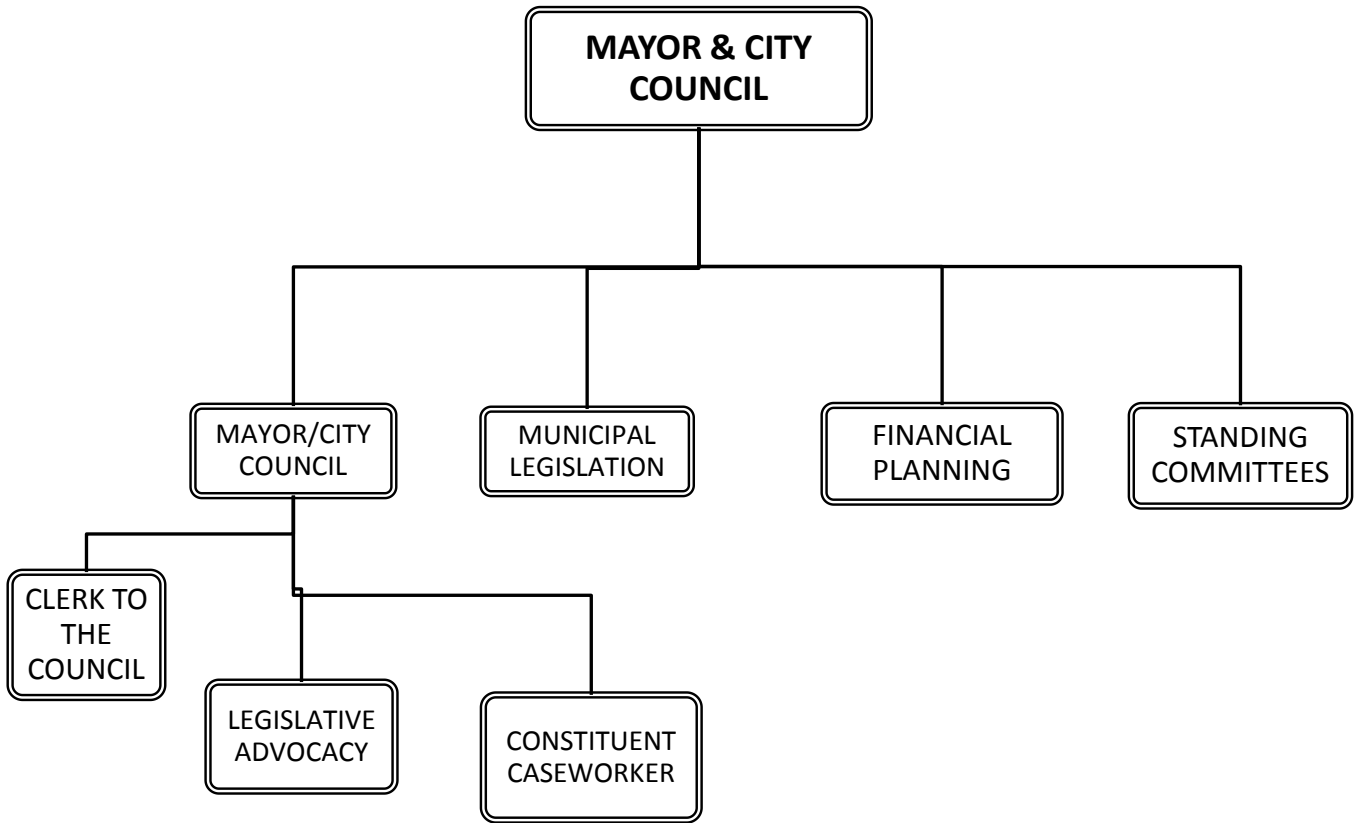
City of Meriden
2015 City Manager Recommended Budget

		REVENUES							
								2015	2015
			2012	2013	2014	2014 2/18/14	2015	City Manager	2015
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Request</u>	<u>Budget</u>	<u>Finance</u>
									<u>Committee</u>
0001-0210-30-0-0000-603	FINANCE (0210)	STATE PROPERTY PILOT	410,379	400,169	343,744	398,534	398,534	356,527	
0001-0210-30-0-0000-604	FINANCE (0210)	SUPERIOR COURT RENT & FEES	129,252	129,252	129,252	71,117	129,252	129,252	
0001-0210-30-0-0000-605	FINANCE (0210)	PA 217A PRIVATE SCHOOLS	90,805	56,851	56,850	55,573	56,850	56,850	
0001-0210-30-0-0000-606	FINANCE (0210)	STATE PILOT HOUSING AUTHORITIES	112,376	123,035	-	-	95,853	95,853	
0001-0210-30-0-0000-608	FINANCE (0210)	STATE PILOT HOSPITALS & COLLEGES	968,536	964,037	1,085,763	1,206,728	1,206,728	1,255,333	
0001-0210-30-0-0000-610	FINANCE (0210)	TOWN AID TO ROADS	333,682	336,747	673,494	671,706	671,706	671,706	
0001-0210-30-0-0000-613	FINANCE (0210)	TRANSPORTATION NON-PUBLIC SCHOOLS	207,774	183,809	36,747	-	183,691	161,213	
0001-0210-30-0-0000-615	FINANCE (0210)	FEMA RECOVERY	1,354,065	660,287	-	-	-	-	
0001-0210-30-0-0000-617	FINANCE (0210)	STATE PEQUOT/MOHEGAN GRANT	913,619	902,765	727,547	299,590	902,597	911,225	
0001-0210-30-0-0000-618	FINANCE (0210)	REIMBURSED EXEMPTIONS	662,457	554,590	554,600	577,095	554,600	577,095	
0001-0210-30-0-0000-620	FINANCE (0210)	TRANSIT DISTRICT	208,841	209,728	227,700	124,118	227,450	227,450	
0001-0210-30-0-0000-621	FINANCE (0210)	CRRA RESERVE REFUND	-	146,943	-	-	-	115,000	
0001-0210-30-0-0000-625	FINANCE (0210)	POLICE PARKING TAG FUND	14,167	10,858	30,000	12,314	15,000	15,000	
0001-0210-30-0-0000-626	FINANCE (0210)	LICENSES & PERMITS	24,470	36,420	25,000	11,070	35,000	35,000	
0001-0210-30-0-0000-627	FINANCE (0210)	ADMIN. CHARGES	82,486	79,404	85,000	27,067	80,000	80,000	
0001-0210-30-0-0000-628	FINANCE (0210)	ABANDONED MOTOR VEHICLES	-	-	1,000	-	1,000	1,000	
0001-0210-30-0-0000-629	FINANCE (0210)	ALARM FEES	-	-	10,000	-	10,000	10,000	
0001-0210-30-0-0000-630	FINANCE (0210)	BUILDING DEPARTMENT FEES	529,537	455,658	530,000	347,464	575,000	610,000	
0001-0210-30-0-0000-632	FINANCE (0210)	ANTI-BLIGHT FINES	100	190	2,500	-	1,000	1,000	
0001-0210-30-0-0000-635	FINANCE (0210)	CITY CLERK FEES	968,518	988,753	1,100,000	609,030	1,025,000	1,100,000	
0001-0210-30-0-0000-636	FINANCE (0210)	Tunxis Recycling	-	36,250	-	-	-	-	
0001-0210-30-0-0000-640	FINANCE (0210)	TAX COLLECTOR FEES	1,148	699	1,000	356	850	850	
0001-0210-30-0-0000-641	FINANCE (0210)	TAX COLLECTOR INTEREST	926,474	1,124,952	1,023,500	601,343	1,265,000	1,265,000	
0001-0210-30-0-0000-642	FINANCE (0210)	TAX COLLECTOR LIEN FEES	20,519	20,349	20,000	13,709	21,000	21,000	
0001-0210-30-0-0000-643	FINANCE (0210)	BILLBOARD RENTAL CBS	30,000	30,000	72,000	31,625	76,500	76,500	
0001-0210-30-0-0000-644	FINANCE (0210)	HISPANOS UNIDOS, INC RENTAL	-	-	-	2,938	5,000	5,000	
0001-0210-30-0-0000-650	FINANCE (0210)	HEALTH LICENSES & FEES	82,587	78,967	80,000	65,252	80,000	80,000	
0001-0210-30-0-0000-651	FINANCE (0210)	HEALTH REIMB SPECIAL PROJECTS	200,000	-	-	-	200,000	200,000	
0001-0210-30-0-0000-656	FINANCE (0210)	RECREATION FEES	9,222	7,916	9,200	5,663	8,500	8,500	
0001-0210-30-0-0000-657	FINANCE (0210)	PARK CONC LEASES	22,659	8,617	22,650	3,581	12,500	12,500	
0001-0210-30-0-0000-659	FINANCE (0210)	LICENSES & FEES - FIRE	-	-	500	-	-	-	
0001-0210-30-0-0000-660	FINANCE (0210)	FINES LOST & DAMAGED BOOKS	11,217	12,236	12,500	7,523	12,000	12,000	
0001-0210-30-0-0000-669	FINANCE (0210)	TELECOMMUNICATIONS PERSONAL PROPERTY	231,075	269,902	-	-	-	-	
0001-0210-30-0-0000-670	FINANCE (0210)	STATE EDUCATION ECS GRANT	53,784,696	53,648,710	53,783,711	26,891,856	53,783,711	53,783,711	
0001-0210-30-0-0000-673	FINANCE (0210)	VIDEO COMPETITION PA 07-253	18,112	40,400	40,400	13,906	13,906	27,153	
0001-0210-30-0-0000-674	FINANCE (0210)	TRANSPORTATION PUBLIC SCHOOLS	484,051	453,269	-	-	456,311	483,498	
0001-0210-30-0-0000-675	FINANCE (0210)	SPECIAL EDUCATION	1,355,107	1,439,577	1,350,000	-	1,400,000	1,400,000	
0001-0210-30-0-0000-676	FINANCE (0210)	EDUCATION OF THE BLIND	50,314	67,200	50,314	-	67,200	67,200	
0001-0210-30-0-0000-678	FINANCE (0210)	MISC. STATE GRANTS	-	11,820	-	26,055	-	-	
0001-0210-30-0-0000-679	FINANCE (0210)	MUNICIPAL FUND REV SHARE	1,572,473	1,316,708	982,546	840,468	840,468	1,447,978	
0001-0210-30-0-0000-680	FINANCE (0210)	INCOME FROM INVESTMENT - GENERAL	375,708	212,419	325,000	31,281	212,425	250,000	
0001-0210-30-0-0000-681	FINANCE (0210)	INCOME - BOND ACCOUNT	135,191	146,467	165,000	-	146,450	146,450	
0001-0210-30-0-0000-682	FINANCE (0210)	ERRP FEDERAL FUNDS	70,372	-	-	-	-	-	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0210-30-0-0000-683	FINANCE (0210)	AVIATION-FUEL SALES	665	201,352	230,000	139,210	200,000	275,000	
0001-0210-30-0-0000-684	FINANCE (0210)	AVIATION-TIE DOWN FEES	28,780	35,002	70,000	-	-	-	
0001-0210-30-0-0000-685	FINANCE (0210)	AVIATION RENT & FEES	26,499	53,142	-	56,255	88,000	88,000	
0001-0210-30-0-0000-686	FINANCE (0210)	COST ALLOCATION ENTERPRISE FUNDS	1,777,952	1,831,291	1,886,230	1,886,232	1,942,817	1,942,817	
0001-0210-30-0-0000-687	FINANCE (0210)	USE OF FUND BALANCE	-	-	-	-	-	-	
0001-0210-30-0-0000-691	FINANCE (0210)	INTEREST - COE ESTATE	7,732	7,861	7,910	6,006	7,912	8,202	
0001-0210-30-0-0000-693	FINANCE (0210)	NRG CONTRACT	1,919,545	4,338,991	-	250,000	-	-	
0001-0210-30-0-0000-695	FINANCE (0210)	OTHER REVENUE	409,161	(29,056)	220,056	45,811	100,000	148,185	
0001-0210-30-0-0000-696	FINANCE (0210)	SALE OF SURPLUS PROPERTY	21,352	-	25,000	250,937	25,000	25,000	
0001-0210-30-0-0000-698	FINANCE (0210)	BULKY WASTE FEES	35,140	33,500	35,000	16,660	35,000	35,000	
0001-0210-30-0-0000-699	FINANCE (0210)	TRANSFERS IN-HEALTH FUND (116)	-	200,000	200,000	200,000	-	-	
0001-0210-30-0-0000-700	FINANCE (0210)	PARKING COMMISSION REVENUE	118,490	122,106	125,000	76,568	120,000	130,000	
0001-0210-30-0-0000-730	FINANCE (0210)	FIRE RECRUITMENT REVENUE	-	-	-	5,750	-	-	
0001-0210-30-0-0000-731	FINANCE (0210)	MISC. REVENUE - RENTAL INCOME	28,216	23,820	30,000	11,331	25,000	25,000	
0001-0210-30-0-0000-732	FINANCE (0210)	MISC. REVENUE - POLICE	51,866	28,432	45,000	17,927	40,000	40,000	
0001-0210-30-0-0000-733	FINANCE (0210)	MISC. REVENUE - ENGINEERING	21,488	18,152	15,000	11,560	20,000	20,000	
0001-0210-30-0-0000-734	FINANCE (0210)	MISC. REVENUE - PLANNING & IWWC	11,993	9,580	10,000	9,040	10,500	10,500	
0001-0210-30-0-0000-735	FINANCE (0210)	E911 QUARTERLY	11,956	12,309	290,403	9,207	11,955	382,956	
0001-0210-30-0-0000-736	FINANCE (0210)	MISC. REVENUE - ASSESS & COLLECT	3,757	3,453	4,000	1,294	3,500	3,500	
0001-0210-30-0-0000-737	FINANCE (0210)	MISC. REVENUE - FIRE	3,648	2,489	3,500	685	2,500	2,500	
0001-0210-30-0-0000-738	FINANCE (0210)	MISC. REVENUE - RECYCLING	48,583	9,493	4,000	6,324	9,000	9,000	
0001-0210-30-0-0000-739	FINANCE (0210)	MISC. REVENUE - PURCHASING	1,530	121	1,500	266	1,000	1,000	
0001-0210-30-0-0000-740	FINANCE (0210)	MISC. REVENUE - THOM EDISON REIMB	27,659	29,286	27,500	5,616	28,500	29,250	
0001-0210-30-0-0000-741	FINANCE (0210)	MISC. REVENUE - PERSONNEL	128	-	-	-	-	-	
0001-0210-30-0-0000-742	FINANCE (0210)	MISC. REVENUE - AIRCRAFT REGISTRATI	2,300	4,340	2,750	3,200	2,850	2,850	
0001-0210-30-0-0000-748	FINANCE (0210)	PRINCIPAL REV-IRRIG LOAN	18,632	37,525	25,000	-	37,267	37,267	
0001-0210-30-0-0000-749	FINANCE (0210)	INTEREST REV-IRRIG LOAN	35,744	40,817	35,000	-	41,075	41,075	
0001-0210-30-0-0000-750	FINANCE (0210)	TRANSFER - IN	146,558	-	-	-	-	-	
0001-0210-30-0-0000-801	FINANCE (0210)	Premium on Refunding Bonds	-	-	-	-	-	-	
0001-0210-30-0-0000-802	FINANCE (0210)	Refunding bonds	-	-	-	-	-	-	
0001-0210-30-0-0106-699	FINANCE (0210)	TRANSFERS IN - CDBG FUND (106)	-	-	-	30,057	-	-	
	FINANCE (0210) Total		71,151,364	72,179,957	66,850,367	35,986,896	67,522,958	68,953,946	-
0001-0260-30-0-0000-661	TAX COLLECTOR(0260)	PROPERTY TAXES CURRENT YEAR	106,246,185	109,324,952	110,206,795	80,673,933	110,206,795	112,851,443	
0001-0260-30-0-0000-662	TAX COLLECTOR(0260)	PROPERTY TAXES PRIOR YEARS	1,847,677	2,313,556	2,127,000	1,572,075	2,423,225	2,523,225	
0001-0260-30-0-0000-663	TAX COLLECTOR(0260)	PROPERTY TAXES MV SUPPLEMENT	863,366	1,100,501	970,000	684,839	1,100,500	1,100,500	
0001-0260-30-0-0000-664	TAX COLLECTOR(0260)	PROPERTY TAXES SUSPENSE	6,063	2,308	15,000	-	2,500	2,500	
	TAX COLLECTOR(0260) Total		108,963,290	112,741,317	113,318,795	82,930,847	113,733,020	116,477,668	-
	Grand Total		180,114,654	184,921,274	180,169,162	118,917,743	181,255,978	185,431,614	-
		State Aid	62,330,402	61,172,282	59,976,119	30,990,718	60,644,110	61,678,298	-

MAYOR AND CITY COUNCIL



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.

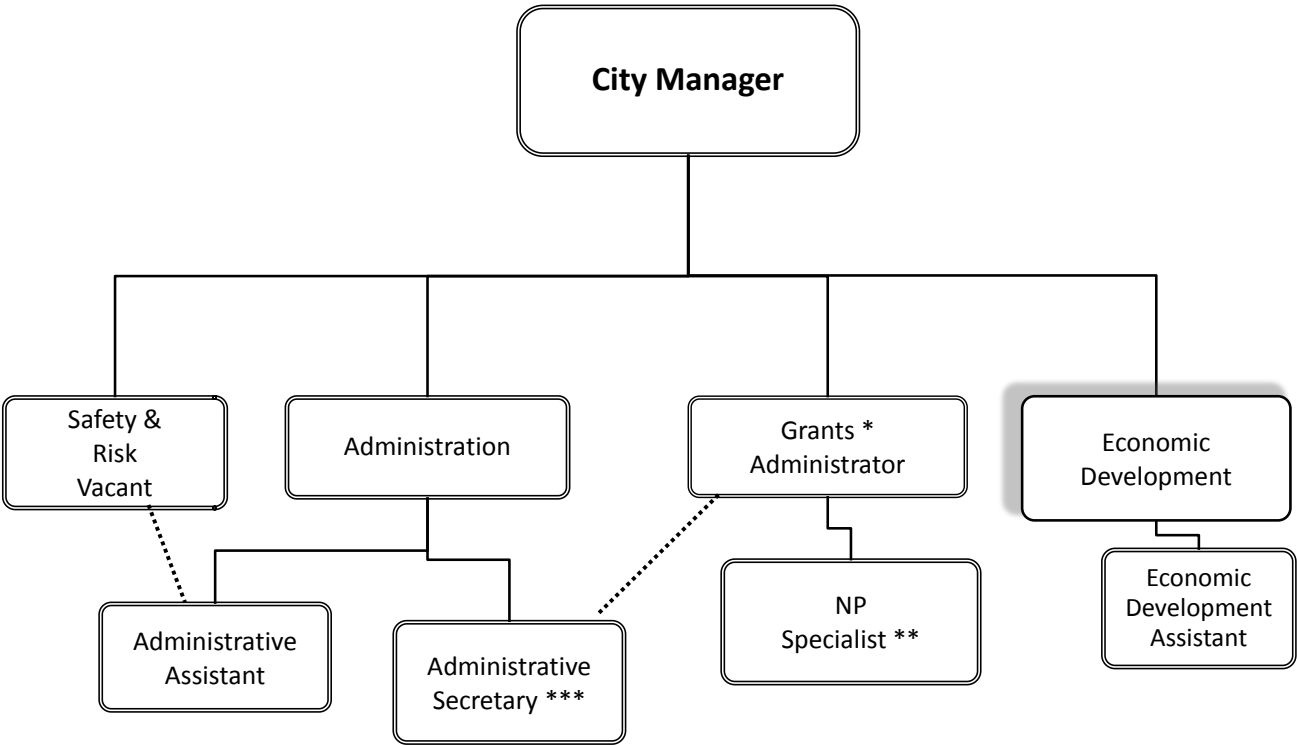
Municipal Legislation - The Council holds the exclusive legislative power for the City of Meriden and has the power to enact, amend, or repeal ordinances consistent with the Connecticut General Statutes and the City Charter. The Council may also create or dissolve by ordinance, boards, commissions, departments, 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.

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
COUNCIL (0110)						
COUNCIL ELECTED	0001	0110	188	100.00	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	3,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	5,800.00	
COUNCIL ELECTED	0001	0110	188	100.00	3,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	4,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	3,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	3,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	5,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	2,400.00	
COUNCIL ELECTED	0001	0110	188	100.00	4,800.00	
MAYOR ELECTED	0001	0110	188	100.00	16,788.00	69,388.00
CONSTITUENT CASEWORKER	0001	0110	190	100.00	41,112.64	41,112.64
CLERK TO THE CITY COUNCIL	0001	0110	196	100.00	65,242.81	65,242.81
					175,743.45	175,743.45

CITY MANAGER



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

** 60% Salary pd - CD,
40% - General Fund

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

Administration - The City Manager and staff are responsible for the administration of City government. 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.

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

Economic Development - The Economic Development Office works to strengthen the City's economy by recruiting new businesses and employers to the City, creating jobs for Meriden residents and retaining existing businesses and employers. Staff manages local redevelopment and Brownfield projects, seeks State and federal funding for economic development initiatives, and administers state and local tax incentives and the Meriden Manufacturing Assistance Program. The Office staffs the City's Economic Development Task Force and the Meriden Manufacturing Assistance Agency, coordinates economic development marketing, and works cooperatively with the Planning and Public Works Departments on projects of mutual interest. The Director is an active Board member of various local and regional economic development organizations, including the Greater Meriden Chamber of Commerce, MEDCO, the CT Economic Development Association, the Regional Workforce Alliance, and the Blight and Brownfields Committee. Staff serves as liaison to the Regional Growth Partnership, the Regional Workforce Development Board, and the Chamber of Commerce.

Grants Office - The purpose of the City of Meriden Grants Administrator is to administer federal, state and local grants and implement other administrative functions for the city in the areas of housing, community and economic development that span all aspects of city activities. The Administrator also provides support to other municipal departments in preparing, submitting, and implementing grants. The Administrator oversees the administration of the City's Community Development Block Grant (CDBG) Program, which provides funds for various city departments and local non-profit agencies to operate programs benefiting low and moderate income persons.

Safety & Risk Management - This division 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 municipal organization and its operations. Specific program components include management of the City's Worker's Compensation, Heart and Hypertension and Street and Sidewalk self-insured exposure programs, the negotiations and placement of all municipal insurance coverage, and various risk management and safety activities.

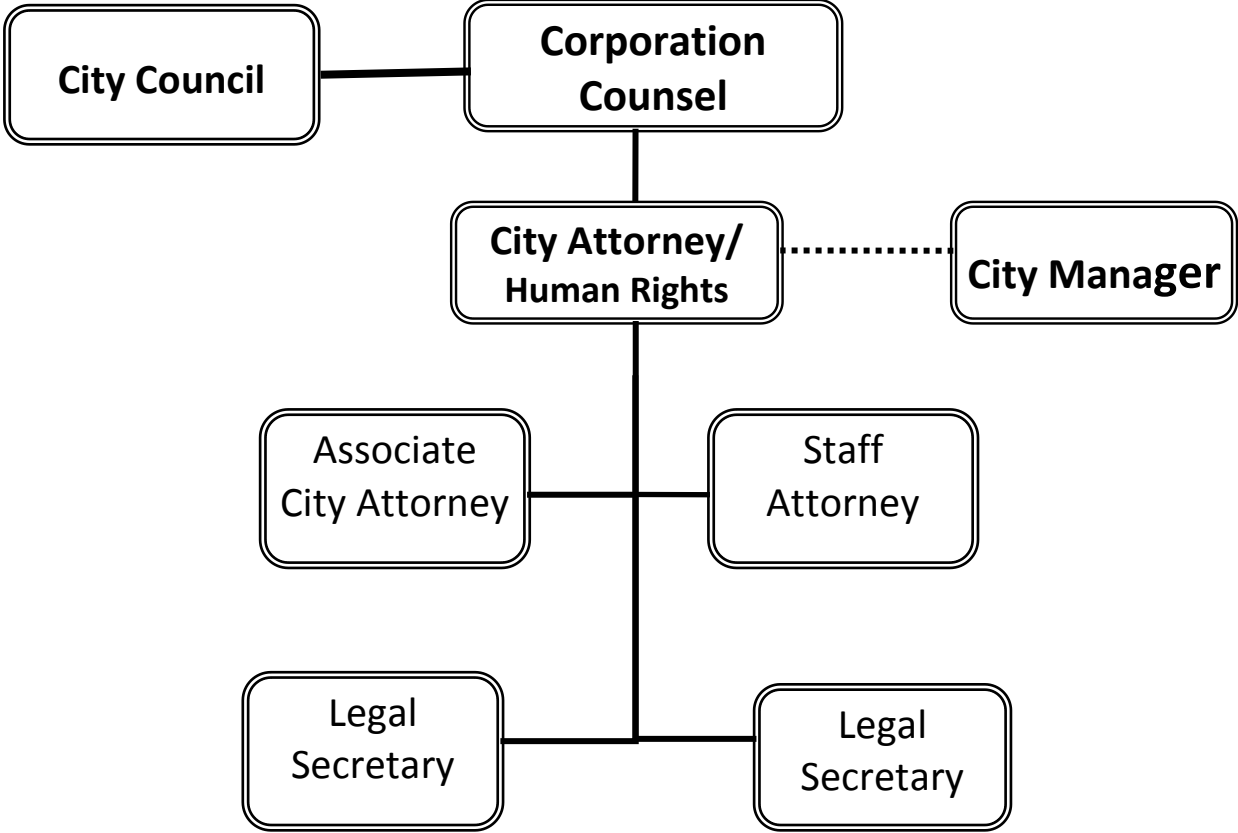
DEPARTMENT	GOAL NUM	DESCRIPTION	OJB NUM	OBJECTIVE	QUARTER
CITY MANAGER	1	Continue Economic Development efforts for new and existing businesses.	1	Continue to recruit new businesses; utilizing available incentives to increase the tax base.	5
			2	Maintain outreach efforts to retain existing businesses, promote expansion, and assist business start-ups.	5
			3	Solicit Federal and State funds and manage USEPA Brownfields and other grants to reuse Brownfield properties such as the HUB and Factory H.	5
			4	Assist companies in securing State and local funding for workforce training.	5
			5	Actively support downtown revitalization to encourage reinvestment in the city center.	5
			6	Continue active networking at the regional and State levels to promote the City's economic development interests.	5
	2	Continue managing and administering existing grants.	1	Manage and administer City's allocation of HUD/CDBG Funding.	5
			2	Manage existing CDBG funding.	5
			3	Apply for and manage new CDBG funds.	3
			4	Research and apply for grants.	5
			5	Participate in and/or manage other grant related projects such as TOD, HUB Remediation project, HUD Challenge, Choice Neighborhoods, Energy Task Force, and Neighborhood Tax Assistance.	5
			6	Manage existing grants related to transportation, Brownfields, energy, public safety, fire.	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0120-40-0-0000-189	CITY MANAGER (0120)	SEASONAL WORKERS	4,251	2,174	-	2,014	4,250	-	
0001-0120-40-0-0000-190	CITY MANAGER (0120)	ADMINISTRATIVE	304,822	298,927	319,018	206,681	320,290	320,290	
0001-0120-40-0-0000-196	CITY MANAGER (0120)	MME	76,250	114,995	115,357	53,261	115,901	115,901	
0001-0120-40-0-0000-198	CITY MANAGER (0120)	SUPERVISORS	94,801	97,446	97,686	62,929	82,344	82,344	
0001-0120-40-0-0000-240	CITY MANAGER (0120)	DEFERRED COMPENSATION	12,548	12,500	12,500	7,452	12,500	12,500	
0001-0120-40-0-0000-352	CITY MANAGER (0120)	VEHICLE MAINTENANCE	6,001	6,000	6,000	2,100	6,000	6,000	
0001-0120-40-0-0000-390	CITY MANAGER (0120)	MANAGEMENT NON UNION	-	-	35,000	-	50,000	50,000	
0001-0120-40-0-0000-440	CITY MANAGER (0120)	OFFICE EXPENSE & SUPPLIES	18,913	27,996	18,000	9,436	44,500	30,000	
0001-0120-40-0-0000-640	CITY MANAGER (0120)	MEMBERSHIP & MEETINGS	44,084	43,199	43,981	41,500	46,880	46,880	
CITY MANAGER (0120) Total			561,669	603,236	647,542	385,374	682,665	663,915	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
CITY MANAGER (0120)						
CITY MANAGER	0001	0120	190	100.00	146,453.91	
ECONOMIC DEVELOPMENT ASSI	0001	0120	190	100.00	60,164.51	
ECONOMIC DEVELOPMENT DIRE	0001	0120	190	100.00	95,261.09	
GRANTS ADMINISTRATOR	0001	0120	190	25.00	18,410.47	320,289.98
ADMINISTRATIVE ASSISTANT	0001	0120	196	100.00	65,242.81	
ADMINISTRATIVE SECRETARY	0001	0120	196	40.00	23,897.83	
NP SPECIALIST/NSP	0001	0510	196	35.00	26,759.51	115,900.15
RISK MANAGER	0001	0130	198	100.00	82,344.00	82,344.00
					518,534.13	518,534.13
ADMINISTRATIVE SECRETARY	1439	0151	190	60.00	34,539.43	
GRANTS ADMINISTRATOR	1439	0151	190	75.00	55,231.41	
NP SPECIALIST/NSP	1100	0149	190	5.00	3,683.37	
NP SPECIALIST/NSP	1439	0151	192	60.00	44,200.46	
					137,654.67	

LAW DEPARTMENT



Legal Counsel: The Corporation Counsel and his 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 these public officials.

Litigation: The Department of Law handles all 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 Department of Law 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 Department of Law, in cooperation with the Risk Manager, 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 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, and other state and federal regulations, and serves as staff liaison to various City boards and commissions.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
LEGAL	1	Legal Counsel	1	Provide Legal Counsel to City's Elected Officials, Board & Commissions and City Staff.	1
	2	Defend litigation & claims brought against the City of Meriden	1	Defend claims brought in labor matters, working with the Personnel Department.	1
			2	Defend litigation brought against the City of Meriden in State and Federal Court.	1
	3	Transactional matters	1	Prepare, negotiate & review all City documents of a legal nature. These include: contracts, leases, licenses and other agreements the City enters into.	1
			2	Work with City departments to have them send their important documents to the Law Department for retention.	1
	4	Administrative Appeals	1	Represent the City's interests before State Agencies such as the Freedom of Information commission (FOI), the Commission on Human Rights & Opportunities (CHRO), the Department of Public Health (DPH), the Department of Consumer Protection & the CT Siting Council.	1
	5	Manage Outside Counsel	1	Oversee and assist outside counsel hired for specialized matters, in the event of a conflict and outside counsel hired by the City's insurance to defend claims brought against Meriden.	1
	6	Collection/Foreclosure of Property Taxes & Water/Sewer Use Charges	1	Monitor collections and foreclosures of taxes & water/sewer use charges. Receive updates and provide	1

				input to outside counsel on collection/foreclosures.	
			2	Continue with highly successful efforts of staff attorney handling collections & foreclosures in-house.	1
	7	Insurance Defense - Review, Monitor & Manage	1	Monitor, review & manage litigation defense provided by counsel hired by insurance carriers, in an effort to reduce any potential exposure & costs to the City.	1
			2	Handle the defense of litigation in certain cases upon agreement with the insurance carrier.	1
			3	Work with the Risk Manager to address issues such as: insurance coverage; deductibles; litigation costs and assignment of counsel.	1
	8	Revaluation & Assessment Appeals	1	Many assessment appeals were filed as a result of the 2011 revaluation. Continue to work with the Assessor and outside experts to address the appeals, settle or to go to trial.	1
	9	Collections	1	Work with other departments to recoup sums owed to the City.	1
	10	Provide Seminars & Workshops for City Staff	1	Conduct training for City staff on a variety of issues and city policy, including: Sexual Harassment, Freedom of Information, Workplace Violence, Sensitivity & Ethics.	1
			2	Conduct mandated training for Department Heads & Supervisors.	1
	11	Code Enforcement Support	1	Advise City Officials on legal issues involving code	1

				enforcement, compliance, and preparing a case for Housing Court and/or a Citation Hearing appeal.	
			2	Assist City officials in collecting sums expended to bring properties into compliance with applicable regulations, including Demolition Liens & Property Maintenance Liens.	1
			3	Provide advice and guidance on the anti-blight lien program.	1
	12	Review, Update & Revise City Code	1	Conduct comprehensive review of the City Code to update and revise it.	1
			2	Work with City officials and staff to update particular sections of the City Code which are applicable to their departments.	1
	13	Document & File Review	1	Compile a listing of current Leases & Agreements and other important documents. Summarize their important terms and create a tickler system to notify the office of important dates.	1
			2	Review contracts, agreements, leases & other documents and develop system to improve the filing, updating and retrieval of documents.	1
			3	Work with City Departments to encourage them to provide the Law Department with copies of important leases, agreements and contracts.	1
	14	Scan & Digitize Law Department Records	1	Develop an effective procedure to file and retrieve	1

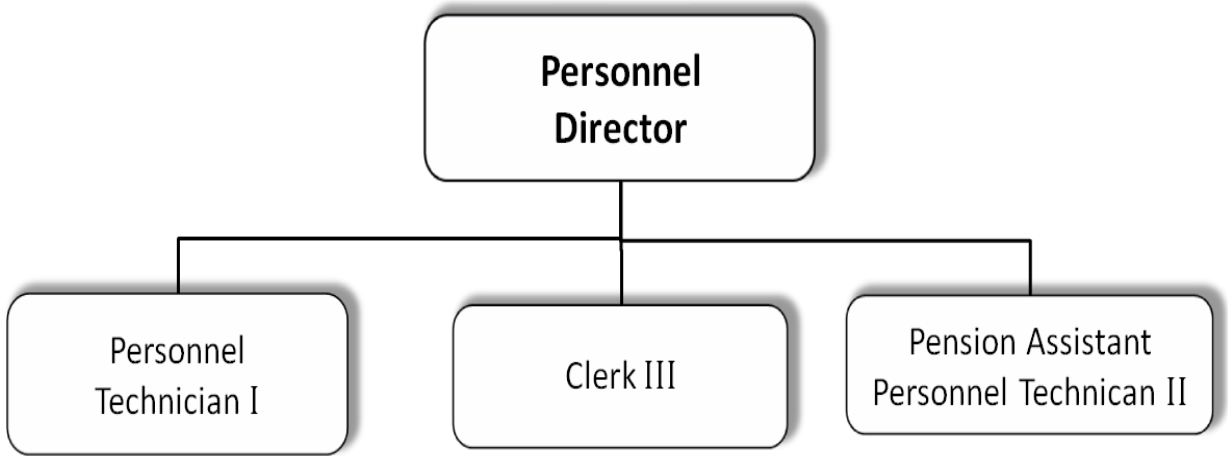
				documents.	
			2	Scan & digitize archived files for permanent retention and prompt retrieval.	1

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department	City Manager	Finance
							Budget Request	Budget	Committee
0001-0130-40-0-0000-189	LEGAL (0130)	SEASONAL WORKERS	2,290	2,143	-	3,036	-	-	
0001-0130-40-0-0000-190	LEGAL (0130)	ADMINISTRATIVE	194,563	231,658	292,322	146,031	249,515	249,515	
0001-0130-40-0-0000-191	LEGAL (0130)	OVERTIME CONTINGENCY	-	-	-	2,396	-	-	
0001-0130-40-0-0000-196	LEGAL (0130)	MME	126,361	127,708	125,727	74,747	130,486	130,486	
0001-0130-40-0-0000-198	LEGAL (0130)	SUPERVISORS	-	23,110	-	40,560	79,028	79,028	
0001-0130-40-0-0000-356	LEGAL (0130)	STREETS & SIDEWALKS	6,625	9,875	7,500	977	12,000	10,000	
0001-0130-40-0-0000-357	LEGAL (0130)	ATTORNEY FEES	484,874	842,095	345,000	388,494	625,000	345,500	
0001-0130-40-0-0000-358	LEGAL (0130)	FORECLOSURE ACTIVITIES	13,216	32,863	-	-	22,500	-	
0001-0130-40-0-0000-390	LEGAL (0130)	ASSESSMENT APPEALS FEES	-	5,850	20,000	15,988	30,000	20,000	
0001-0130-40-0-0000-440	LEGAL (0130)	OFFICE EXPENSE & SUPPLIES	24,838	30,229	19,000	13,465	27,500	27,500	
0001-0130-40-0-0000-640	LEGAL (0130)	MEMBERSHIPS & MEETINGS	3,040	3,728	4,000	858	5,000	4,000	
0001-0130-40-0-0000-699	LEGAL (0130)	TRANSFER OUT - FORECLOSE FUND (164)	-	15,000	-	-	-	-	
	LEGAL (0130) Total		855,807	1,324,260	813,549	686,552	1,181,029	866,029	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
LEGAL (0130)						
ASSOCIATE CITY ATTORNEY	0001	0130	190	100.00	100,926.41	
CITY ATTORNEY	0001	0130	190	100.00	118,505.86	
CORPORATION COUNSEL	0001	0130	190	100.00	30,082.51	249,514.78
LEGAL SECRETARY	0001	0130	196	100.00	65,242.81	
LEGAL SECRETARY	0001	0130	196	100.00	65,242.81	130,485.62
STAFF ATTORNEY	0001	0130	198	100.00	79,027.71	79,027.71
					459,028.11	459,028.11

PERSONNEL



Recruitment and Retention – The Personnel Department, in conjunction with Department Heads, reviews job descriptions, places ads, reviews resumes and applications for employment and sets up interview panels and screens prospective job applicants. The Personnel Director sits on most panels and screens interview questions, as well as making sure City policies are followed. When employees consider leaving the City’s employ, the Personnel Director ascertains the reasons and tries to retain highly qualified employees within the City.

Employee Benefits – The Personnel Department negotiates and administers all employee benefits, health insurance, disability insurance, life insurance and traditional pension (Police, Fire and Municipal and 457 plans). The Personnel Director is the Secretary of the Municipal Pension Board and reviews all retirements and pension issues. The Personnel Department acts as liaison with the City Council and the City Manager on pension issues, conducts training sessions, and makes sure vendors meet obligations to the City and its employees. The Personnel Director works with all vendors providing benefits including health insurance to assure contracts are followed and to make changes and enhancements as necessary. The department handles all benefit issues and questions, and works closely with the various benefit carriers.

Labor Relations – The Personnel Director is the Chief Negotiator for all eight (8) collective bargaining units, as well as pension negotiations, that include the Board of Education Custodians, Cafeteria Workers and Paraprofessionals, and negotiations for health insurance with the Coalition for Health Insurance Committee and Pension contracts, resolving contract disputes and interpretation, negotiating wages, benefits, and work environment issues. The Personnel Director hears employee discipline cases, advises department heads on disciplinary matters, issues letter of warnings, suspensions, and terminations. The Personnel Director assures all applicable State and Federal laws are followed and represents the City at arbitration and State Labor Board hearings. The Personnel Director mediates in-house issues to avoid more formal, costly procedures. The Personnel Director also decides when to employ outside counsel for above.

Employee Development – The Personnel Department schedules Labor and Benefit (pension, health, life, etc.) training for all employees. The Personnel Director also schedules and may provide supervisory and department head trainings (i.e., FMLA, ADA, Discipline) to assure that the City complies with current laws. The Personnel Director acts as a resource person to obtain information for employees and department heads through research and outside sources.

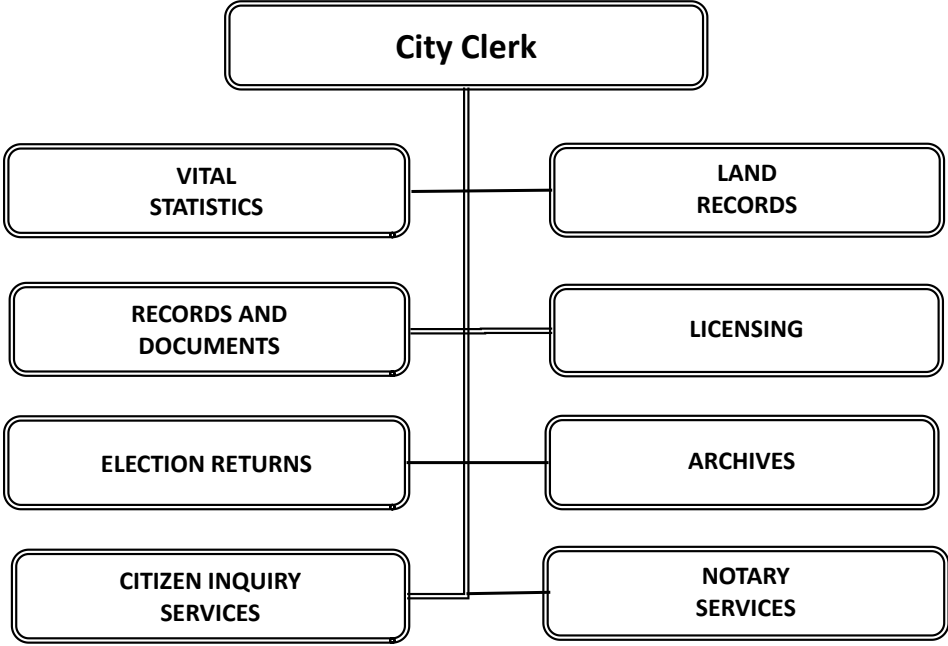
Department	Goal Num	Description	Obj Num	Objective	Quarter
PERSONNEL	1	Collective Bargaining	1	Finish Police Contract.	2
			2	Finish Crossing Guards Contract.	2
			3	Begin Fire Contract Negotiations.	3
			4	Begin 740 Contract Negotiations.	3
	2	Wellness	1	Continue IHS Blood Draw.	3
			2	Continue to offer fitness classes.	5
			3	Offer assistance with weight management and healthy eating.	5
			4	Continue to find creative ways to get a wide variety of employees engaged in programs to help them stay healthy.	5
			5	Start new IHS tie in programs.	5
	3	Pension	1	Streamline Pension Applications.	2
			2	Look at RFP of Pension Consultants if necessary.	2
	4	Health Insurance	1	Work with Carriers on new ideas and innovations to cut costs.	5
			2	Schedule Utilization Review meeting with CIGNA and Unions.	5
			3	Schedule Utilization Review meeting with Express Scripts and Unions.	5
			4	Finish Coalition Health Insurance Negotiations.	1
	5	Personnel Service Delivery	1	Streamline Files.	2
			2	Customer Service Survey.	2
			3	Continue to Clean up department.	5
			4	Work with Staff on customer service issues they require training in.	1
	6	Training	1	Start bi-monthly supervisory trainings.	1
	7	Safety & Risk	1	RFP Workers' Comp Attorney.	2
			2	Continue to offer a variety of Risk Management seminars and activities.	5
			3	Train and Evaluate new Risk Manager.	1
			4	Continue to work on Functional Job Descriptions.	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0150-40-0-0000-189	PERSONNEL (0150)	SEASONAL WORKERS	1,635	2,701	-	4,360	1,500	-	
0001-0150-40-0-0000-190	PERSONNEL (0150)	ADMINISTRATION	149,160	152,461	152,895	97,732	169,457	169,457	
0001-0150-40-0-0000-191	PERSONNEL (0150)	OVERTIME CONTINGENCY	-	68	-	-	310	310	
0001-0150-40-0-0000-196	PERSONNEL (0150)	MME	51,834	52,656	52,811	31,397	54,810	54,810	
0001-0150-40-0-0000-210	PERSONNEL (0150)	EAP SERVICES	4,440	4,440	4,885	3,996	7,400	7,400	
0001-0150-40-0-0000-357	PERSONNEL (0150)	FEES	9,716	11,865	2,500	550	2,500	2,500	
0001-0150-40-0-0000-381	PERSONNEL (0150)	TRAINING	-	-	-	-	1,500	1,500	
0001-0150-40-0-0000-384	PERSONNEL (0150)	TUITION REIMBURSEMENT	13,215	12,901	12,515	6,350	20,000	13,000	
0001-0150-40-0-0000-391	PERSONNEL (0150)	ALCOHOL/DRUG TESTING	6,600	6,517	6,600	5,625	7,500	6,600	
0001-0150-40-0-0000-394	PERSONNEL (0150)	RECRUITMENT	-	500	-	-	1,000	-	
0001-0150-40-0-0000-440	PERSONNEL (0150)	OFFICE EXPENSE & SUPPLY	11,830	10,681	10,000	6,689	13,475	11,000	
0001-0150-40-0-0000-640	PERSONNEL (0150)	MEETINGS & MEMBERSHIPS	5,730	4,559	3,500	2,312	9,695	9,695	
PERSONNEL (0150) Total			254,160	259,348	245,706	159,010	289,147	276,272	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
PERSONNEL (0150)						
DIRECTOR OF PERSONNEL	0001	0150	190	100.00	123,554.07	
PERSONNEL TECHNICIAN I	0001	0150	190	100.00	45,902.38	169,456.45
CLERK III	0001	0150	196	100.00	54,809.15	54,809.15
					224,265.60	224,265.60
PERSONNEL TECHNICIAN I	0503	3910	***	66.666%*****	-	
PENSION ASST/PERSONNEL TE	0620	0210	196	33.33	20,865.14	
PENSION ASST/PERSONNEL TE	0621	0210	196	33.33	20,865.14	
PENSION ASST/PERSONNEL TE	0622	0210	196	33.33	20,865.14	
					62,595.41	

CITY CLERK



Vital Statistics - In accordance with Connecticut State Statutes, the staff must ascertain as accurately as possible, all births, marriages, and deaths, which occur in the City, and must record them in books kept for these purposes. Permits for burials, cremations, and disinterments are issued from this office. The staff fulfills thousands of citizen requests for certified copies of individual vital statistic records annually. *Request forms are now available on the City's website.

Land Records - Mandated by Connecticut General Statutes, the City Clerk's office is responsible for all land records and land survey maps. The indexing of such records must be kept current instantly, and be available for public inspection during regular working hours. These records are now computerized, with a computerized index beginning with 1968.

Exclusive Records and Documents - The staff performs a variety of functions daily to accommodate the general public. All City records of public meetings must be maintained, schedules of meeting dates of local City agencies must be compiled annually, and ongoing filing and indexing of military discharges and trade name certificates must also be maintained. State conveyance tax forms and monies are mailed weekly by the staff to the Department of Revenue Services. The City Clerk receives all claims made against the City and its agencies, and forwards them to the proper department for processing. The City Clerk also prepares and certifies voter registration cards and provides notary services.

Licensing - Marriage licenses, sport licenses, duck stamps, pheasant tags, hunting licenses, and dog licenses are issued through this office. These licenses are issued in accordance with appropriate City and State regulations and guidelines.

Elections - This office is responsible for election results, issues applications for absentee ballots, prepares ballots and forwards them to qualified electors, issues voter identification cards, and records Municipal campaign finance statements. We are responsible for the printing of all absentee ballots, election materials, compiling election results, and the publishing of 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. Our staff assures access to and protects records, reviews and disposes of obsolete records, and maintains a municipal disaster preparedness plan. Our archives are a vital information stop for genealogists and local historians.

Citizens Inquiry Services - The City Clerk's Office is a direct liaison to the public. On the phone or in person, the staff provides a variety of answers at all time for citizens seeking assistance. The staff provides service to over 50,000 citizens annually, at the counter, and via telephone, e-mail, and Internet. Citizen inquiry services are available and are provided to the public on a daily basis during regular working hours.

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0170-40-0-0000-188	CITY CLERK (0170)	ELECTED OFFICIALS	77,126	78,561	80,508	47,882	80,539	83,793	
0001-0170-40-0-0000-191	CITY CLERK (0170)	OVERTIME CONTINGENCY	4,120	3,173	1,250	337	1,500	5,000	
0001-0170-40-0-0000-192	CITY CLERK (0170)	OTHER NON-UNION	-	-	-	-	33,579	-	
0001-0170-40-0-0000-196	CITY CLERK (0170)	MME	243,317	247,620	228,540	133,889	237,216	237,216	
0001-0170-40-0-0000-354	CITY CLERK (0170)	LAND RECORDS	51,955	54,936	50,000	30,965	80,000	60,000	
0001-0170-40-0-0000-355	CITY CLERK (0170)	VITAL STATISTICS	4,188	3,930	4,250	38	4,500	4,500	
0001-0170-40-0-0000-440	CITY CLERK (0170)	OFFICE EXPENSE & SUPPLIES	15,252	15,546	14,600	9,653	18,000	16,000	
0001-0170-40-0-0000-446	CITY CLERK (0170)	ELECTIONS	835	2,428	1,000	738	1,800	1,800	
0001-0170-40-0-0000-640	CITY CLERK (0170)	MEMBERSHIPS & MEETINGS	3,176	3,058	2,250	1,425	3,300	3,000	
CITY CLERK (0170) Total			399,969	409,252	382,398	224,927	460,434	411,309	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
CITY CLERK (0170)						
CITY CLERK	0001	0170	188	100.00	83,793.00	83,793.00
ACCOUNTS SUPERVISOR	0001	0170	196	100.00	52,276.50	
ASSISTANT CITY CLERK, REG	0001	0170	196	100.00	57,087.46	
ASSISTANT CITY CLERK, REG	0001	0170	196	100.00	57,087.46	
CLERK III	0001	0170	196	100.00	47,958.01	
CLERK III	0001	0170	196	100.00	22,806.01	237,215.44
					321,008.44	321,008.44

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0181-40-0-0000-189	AVIATION (0181)	SEASONAL WORKERS	-	-	-	-	65,150	65,150	
0001-0181-40-0-0000-390	AVIATION (0181)	OTHER PURCHASED SERVICES	300	-	5,000	250	10,000	10,000	
0001-0181-40-0-0000-440	AVIATION (0181)	OFFICE EXPENSE & SUPPLIES	1,241	3,817	7,500	825	14,000	14,000	
0001-0181-40-0-0000-445	AVIATION (0181)	AVIATION MAINTENANCE	23,807	80,772	65,000	45,936	111,800	76,800	
0001-0181-40-0-0000-448	AVIATION (0181)	OPERATING COSTS	66,321	66,609	74,308	42,961	-	-	
0001-0181-40-0-0000-449	AVIATION (0181)	FUEL COSTS	27,291	177,761	200,000	112,904	250,000	250,000	
0001-0181-40-0-0000-500	AVIATION (0181)	CAPITAL EQUIPMENT	34,560	-	-	-	-	-	
	AVIATION (0181) Total		153,520	328,958	351,808	202,876	450,950	415,950	

ELECTIONS

Registrar of Voters

Registrar (D)

Registrar (R)

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.

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0182-40-0-0000-188	ELECTIONS (0182)	ELECTED OFFICIALS	52,546	53,619	54,871	32,661	64,870	57,088	
0001-0182-40-0-0000-189	ELECTIONS (0182)	SEASONAL WORKERS	4,826	4,353	-	2,769	-	-	
0001-0182-40-0-0000-192	ELECTIONS (0182)	OTHER NON-UNION	45,415	47,800	48,626	28,034	49,602	49,602	
0001-0182-40-0-0000-390	ELECTIONS (0182)	PRIMARIES	35,075	67,334	-	805	70,000	35,000	
0001-0182-40-0-0000-440	ELECTIONS (0182)	OFFICE EXPENSE & SUPPLIES	7,973	13,898	9,000	4,296	15,000	15,000	
0001-0182-40-0-0000-446	ELECTIONS (0182)	ELECTIONS	62,198	64,187	57,500	54,664	114,000	78,000	
0001-0182-40-0-0000-640	ELECTIONS (0182)	MEMBERSHIPS & MEETINGS	1,683	1,025	2,000	576	3,500	2,000	
ELECTIONS (0182) Total			209,715	252,217	171,997	123,805	316,972	236,690	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
ELECTIONS (0182)						
REGISTRAR ELECTED	0001	0182	188	100.00	28,543.60	
REGISTRAR ELECTED	0001	0182	188	100.00	28,543.60	57,087.20
ASSISTANT REGISTRAR OF VO	0001	0182	192	100.00	18,959.14	
ASSISTANT REGISTRAR OF VO	0001	0182	192	100.00	22,748.62	41,707.76
					98,794.96	98,794.96

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0212-40-0-0000-460	INSURANCE (0212)	BOILERS & MACHINERY	7,277	-	7,951	-	7,951	5,421	
0001-0212-40-0-0000-461	INSURANCE (0212)	BONDS MONEY & SECURITIES	4,667	4,177	6,928	5,862	6,452	6,683	
0001-0212-40-0-0000-462	INSURANCE (0212)	FIRE & VANDALISM	137,890	148,728	168,323	168,323	162,266	185,288	
0001-0212-40-0-0000-463	INSURANCE (0212)	LIABILITY INSURANCE	959,684	1,225,221	1,174,701	1,039,527	1,199,868	1,111,642	
0001-0212-40-0-0000-469	INSURANCE (0212)	POLICE PROFESS LIAB	69,000	87,102	174,900	141,863	174,900	167,049	
0001-0212-40-0-0000-470	INSURANCE (0212)	PUB OFFICIAL LIAB	27,411	43,668	78,648	78,648	61,171	86,513	
0001-0212-40-0-0000-476	INSURANCE (0212)	WORKERS COMP INDEMNITY PMTS.	656,000	859,497	431,727	287,818	914,817	914,817	
0001-0212-40-0-0000-477	INSURANCE (0212)	WORKERS COMP MEDICAL	618,832	428,280	23,744	17,808	487,454	487,454	
0001-0212-40-0-0000-478	INSURANCE (0212)	SECOND INJURY FUND	162,150	182,150	166,975	166,975	196,318	196,318	
0001-0212-40-0-0000-479	INSURANCE (0212)	WORKERS COMP EXCESS LIAB. INS	71,479	89,264	104,040	104,040	109,242	119,045	
INSURANCE (0212) Total			2,714,390	3,068,087	2,337,937	2,010,864	3,320,439	3,280,230	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0213-40-0-0000-201	BENEFITS (0213)	CITY MEDICAL BENEFITS	1,876,097	2,867,056	1,280,003	658,418	3,100,140	2,676,036	
0001-0213-40-0-0000-202	BENEFITS (0213)	POST RETIREMENT BENEFITS (OPEB)	3,144,000	3,344,913	3,178,394	2,383,796	5,220,997	3,737,267	
0001-0213-40-0-0000-207	BENEFITS (0213)	LIFE INSURANCE	56,376	66,423	60,887	45,307	79,500	70,000	
0001-0213-40-0-0000-220	BENEFITS (0213)	LONGEVITY	87,482	88,596	89,000	87,513	88,000	88,000	
0001-0213-40-0-0000-231	BENEFITS (0213)	EMPLOYEE RETIREMENT	1,619,651	1,739,239	1,964,910	1,146,198	1,980,469	1,980,469	
0001-0213-40-0-0000-235	BENEFITS (0213)	DEFINED CONTRIB PLAN EXP	31,994	98,740	125,000	99,732	200,000	200,000	
0001-0213-40-0-0000-236	BENEFITS (0213)	POLICE DEFINED CONTRIB PLAN EXP	-	925	-	1,932	7,500	7,500	
0001-0213-40-0-0000-241	BENEFITS (0213)	UNEMPLOYMENT COMPENSATION	166,138	165,911	237,000	208,566	210,000	175,000	
0001-0213-40-0-0000-242	BENEFITS (0213)	UNUSED SICK LEAVE	335,561	377,972	380,000	343,146	350,000	350,000	
0001-0213-40-0-0000-243	BENEFITS (0213)	HYPERTENSION	816,648	1,078,742	1,078,167	889,717	525,239	341,239	
0001-0213-40-0-0000-244	BENEFITS (0213)	SOCIAL SECURITY	2,590,387	2,752,824	2,831,899	1,640,377	2,798,996	2,798,996	
0001-0213-40-0-0000-250	BENEFITS (0213)	POLICE BENEFITS	1,002,976	865,968	1,000,000	704,315	2,474,975	1,000,000	
0001-0213-40-0-0000-253	BENEFITS (0213)	POLICE SOC SEC MEDICARE	75,942	72,216	80,590	41,640	116,218	116,218	
0001-0213-40-0-0000-254	BENEFITS (0213)	POLICE RETIREMENT	4,028,938	4,066,540	4,201,553	2,450,906	4,227,288	4,227,288	
0001-0213-40-0-0000-255	BENEFITS (0213)	POLICE MEDICAL	1,176,039	1,602,759	627,161	313,581	1,639,887	1,164,095	
0001-0213-40-0-0000-256	BENEFITS (0213)	POLICE LIFE	14,981	17,750	24,876	11,560	18,816	18,816	
0001-0213-40-0-0000-257	BENEFITS (0213)	POLICE HYPERTENSION	327,296	143,124	159,780	106,520	524,081	524,081	
0001-0213-40-0-0000-260	BENEFITS (0213)	FIRE BENEFITS	1,127,569	1,017,067	1,100,000	1,087,010	1,100,000	1,050,000	
0001-0213-40-0-0000-263	BENEFITS (0213)	FIRE SOC SEC MEDICARE	55,504	48,486	60,020	32,067	76,387	76,387	
0001-0213-40-0-0000-264	BENEFITS (0213)	FIRE RETIREMENT	2,620,905	2,643,414	2,808,242	1,638,141	2,823,649	2,823,649	
0001-0213-40-0-0000-265	BENEFITS (0213)	FIRE MEDICAL	945,461	1,424,743	554,173	277,087	1,391,070	995,183	
0001-0213-40-0-0000-266	BENEFITS (0213)	FIRE LIFE	11,772	13,608	17,243	9,121	13,130	13,130	
0001-0213-40-0-0000-267	BENEFITS (0213)	FIRE HYPERTENSION	371,238	240,009	359,160	239,440	547,787	547,787	
0001-0213-40-0-0000-274	BENEFITS (0213)	CASA MEDICAL	9,117	8,629	9,330	2,411	9,330	-	
0001-0213-40-0-0000-277	BENEFITS (0213)	POLICE LONGEVITY	27,700	28,500	28,500	46,600	47,000	47,000	
0001-0213-40-0-0000-278	BENEFITS (0213)	FIRE LONGEVITY	26,383	25,396	25,400	27,317	27,500	27,500	
0001-0213-40-0-0000-282	BENEFITS (0213)	UNIFORMS GUARDS	3,814	10,164	9,200	-	9,200	9,200	
0001-0213-40-0-0000-699	BENEFITS (0213)	TRANSFERS OUT POLICE VESTS (1000	-	13,140	-	-	-	-	
	BENEFITS (0213) Total		22,549,970	24,822,854	22,290,488	14,492,417	29,607,159	25,064,841	

City of Meriden
2015 City Manager Recommended Budget

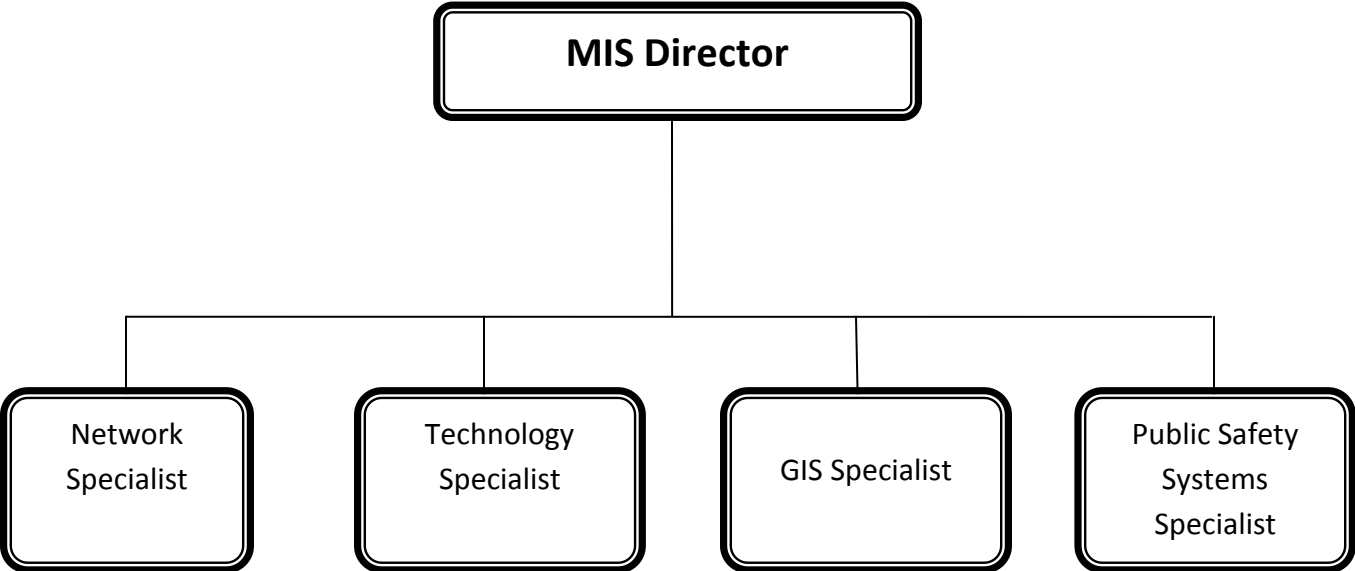
			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0214-40-0-0000-310	GENERAL ADMIN(0214)	TRANSIT	227,003	228,237	240,145	114,059	241,495	241,495	
0001-0214-40-0-0000-331	GENERAL ADMIN(0214)	PUPIL TRANSPORTATION	820,154	845,033	869,071	521,079	895,143	948,930	
0001-0214-40-0-0000-340	GENERAL ADMIN(0214)	ADVERTISING,PRINTING,BINDING	528	-	1,000	-	1,000	1,000	
0001-0214-40-0-0000-341	GENERAL ADMIN(0214)	STREET LIGHTING	637,149	654,367	640,000	353,587	675,000	655,000	
0001-0214-40-0-0000-342	GENERAL ADMIN(0214)	WATER	134,469	139,185	133,000	93,367	147,500	147,500	
0001-0214-40-0-0000-343	GENERAL ADMIN(0214)	HYDRANTS	65,000	65,000	65,000	-	65,000	65,000	
0001-0214-40-0-0000-344	GENERAL ADMIN(0214)	SEWERS	101,889	111,867	140,000	64,218	140,000	140,000	
0001-0214-40-0-0000-370	GENERAL ADMIN(0214)	MALONEY BAND UNIFORM	5,000	-	-	-	-	-	
0001-0214-40-0-0000-371	GENERAL ADMIN(0214)	MALONEY SCHOLARSHIP	30,000	24,000	24,000	24,000	24,000	24,000	
0001-0214-40-0-0000-372	GENERAL ADMIN(0214)	VETERANS ORGANIZATION	12,757	12,959	18,000	12,300	18,000	18,000	
0001-0214-40-0-0000-374	GENERAL ADMIN(0214)	AMBULANCE	140,689	144,909	149,255	108,682	153,733	153,733	
0001-0214-40-0-0000-375	GENERAL ADMIN(0214)	EMERGENCY MEDICAL DISPATCH	38,723	38,723	11,634	29,042	1	1	
0001-0214-40-0-0000-376	GENERAL ADMIN(0214)	NERDEN RTC DAY CAMP	40,000	40,000	40,000	40,000	40,000	40,000	
0001-0214-40-0-0000-379	GENERAL ADMIN(0214)	C-MED	118,203	128,230	136,048	72,452	140,129	139,460	
0001-0214-40-0-0000-388	GENERAL ADMIN(0214)	AUDIT	68,849	74,125	89,000	74,630	84,000	84,000	
0001-0214-40-0-0000-395	GENERAL ADMIN(0214)	PROBATE COURT	15,452	14,219	15,000	7,625	15,000	15,000	
0001-0214-40-0-0000-440	GENERAL ADMIN(0214)	ZONING EXP & SUPPLIES & P/T	8,410	11,067	10,000	4,796	10,000	10,000	
0001-0214-40-0-0000-441	GENERAL ADMIN(0214)	ECONOMIC DEVELOPMENT	62,360	20,588	40,000	19,561	40,000	40,000	
0001-0214-40-0-0000-442	GENERAL ADMIN(0214)	COMMISSION FOR DISABLED	451	509	1,000	-	1,000	-	
0001-0214-40-0-0000-493	GENERAL ADMIN(0214)	REGIONAL MENTAL HEALTH	1,000	1,000	-	-	-	-	
0001-0214-40-0-0000-718	GENERAL ADMIN(0214)	REPAY HOUSING AUTHORITY	11,411	11,411	11,411	11,411	11,411	11,411	
0001-0214-40-0-0000-719	GENERAL ADMIN(0214)	TEXTBOOK LOAN	24,950	24,856	25,000	-	25,000	25,000	
0001-0214-40-0-0000-724	GENERAL ADMIN(0214)	SPECIAL DAY SPECIAL PEOPLE	1,500	1,500	-	-	1,500	1,500	
0001-0214-40-0-0000-726	GENERAL ADMIN(0214)	SPECIAL EVENTS & CELEBRATIONS	70,614	49,789	52,950	41,254	48,250	31,250	
0001-0214-40-0-0000-727	GENERAL ADMIN(0214)	SOLOMON GOFFE HOUSE	420	-	500	420	500	500	
0001-0214-40-0-0000-730	GENERAL ADMIN(0214)	CONSERVATION COMMITTEE	13	83	500	16	500	500	
0001-0214-40-0-0000-731	GENERAL ADMIN(0214)	MARKETING PROMOTION	10,009	7,726	10,000	9,861	10,000	10,000	
0001-0214-40-0-0000-732	GENERAL ADMIN(0214)	ENERGY TASK FORCE	-	-	1,000	-	1,000	1,000	
0001-0214-40-0-0000-737	GENERAL ADMIN(0214)	FLOOD CONTROL AGENCY	548	212	2,000	1	2,000	1,000	
0001-0214-40-0-0000-746	GENERAL ADMIN(0214)	MERIDEN SCHOLASTIC SCHOLARSHIP	39,750	37,500	50,000	45,137	50,000	50,000	
0001-0214-40-0-0000-748	GENERAL ADMIN(0214)	NEIGHBORHOOD ASSOCIATIONS	259	-	500	-	500	500	
0001-0214-40-0-0000-749	GENERAL ADMIN(0214)	ROD & GUN FISH CLUB	-	-	1,000	-	1,000	-	
0001-0214-40-0-0000-751	GENERAL ADMIN(0214)	CULTURAL DIVERSITY FUND	4,128	8,167	7,000	2,378	7,000	7,000	
0001-0214-40-0-0000-758	GENERAL ADMIN(0214)	FALCON FIELD	-	-	10,000	-	10,000	-	
0001-0214-40-0-0000-759	GENERAL ADMIN(0214)	CURTIS UTILIZATION	4,400	4,400	2,200	2,200	2,200	2,200	
0001-0214-40-0-0000-760	GENERAL ADMIN(0214)	YOUTH ACTIVITIES	63,022	68,750	80,000	41,250	80,000	80,000	
0001-0214-40-0-0000-771	GENERAL ADMIN(0214)	NERDEN CAMP WINTER ACTIV	1,700	-	-	-	-	-	
0001-0214-40-0-0000-779	GENERAL ADMIN(0214)	PROJECT GRADUATION	2,000	2,000	3,000	-	3,000	3,000	
0001-0214-40-0-0000-781	GENERAL ADMIN(0214)	SUMMER CAMPERSHIP PROGRAM	5,000	5,000	-	-	5,000	-	
0001-0214-40-0-0000-783	GENERAL ADMIN(0214)	LINEAR TRAIL ADVISORY COMMITTEE	905	3,258	2,000	1,517	2,500	2,500	
GENERAL ADMIN(0214) Total			2,768,715	2,778,669	2,881,214	1,694,843	2,952,362	2,950,480	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Department</u> <u>Budget Request</u>	<u>City Manager</u> <u>Budget</u>	<u>Finance</u> <u>Committee</u>
0001-0215-40-0-0000-500	CAPITAL (0215)	CAPITAL EQUIPMENT	250,454	475,943	343,601	237,672	655,401	432,363	
0001-0215-40-0-0000-699	CAPITAL (0215)	TRANSFER OUT - VEH REPL FUND (162)		76,212	10,000	10,000			
	CAPITAL (0215) Total		250,454	552,155	353,601	247,672	655,401	432,363	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
GENERAL ADMINISTRATION (0214)						
TEMP TRANSIT ADMINISTRATO	0001	0214	310	100.00	17,832.85	17,832.85
					17,832.85	17,832.85

MANAGEMENT INFORMATION SERVICES



Information Systems Development - The MIS Department is responsible for the computerized systems for all City Departments and assists the administrative offices of the Board of Education and Public Schools. Most importantly, the MIS Department provides guidance to the City in planning its strategic direction for current and future use of computer technology and software systems. The MIS Department works to accomplish this task by determining the technology needs for all municipal departments, by compiling and analyzing these needs to recommend the appropriate hardware/software systems that will support these needs, and by ensuring successful implementation and efficient use of the computer systems. The MIS Director is assisted by a small technical staff of 4 full-time employees to perform the duties of this department.

Technology Support Services - Providing technical support to the end-users of the computer systems in a timely and efficient manner is critical to many departmental operations. The staff of the MIS Department provides this support in a number of different ways by assisting in the planning and acquisition of hardware and software, by assisting in the installation and configuration of PC-based and network-based equipment, by providing appropriate training opportunities to support the integration of technology and by diagnosing computer hardware, software and network malfunctions and taking prompt, corrective action as necessary. Maintaining these support services is essential to maximizing the City's investment by ensuring the technologies are used efficiently and appropriately.

MIS Technology Committees - Management information services are provided equally for all municipal departments. The MIS Director works with various committees as required to plan and implement various systems. The advent of inexpensive and user-friendly computer hardware and software has helped virtually all municipal departments improve the quality of their services to the public. The MIS Director works closely with key staff to assist in the planning, procurement and implementation of new hardware and software systems that will help improve efficiencies and service to the public.

Social Media Services - Efficient communication between City staff and with our citizens is essential in today's social media dependent society. As such, the MIS Department maintains the City's email system, internet access, city website, and City Facebook and Twitter accounts. In addition, the MIS Department maintains the Cox and U-Verse local government channels and broadcasts taped City Council meetings, Mayor's Mic videos and posts City government related informational notices on a regular basis.

Data Processing Services - The MIS Department staff also has the responsibility for supporting key, fundamental data processing duties such as payroll check processing, tax/water bill processing, job scheduling, data exchange, and data backups. Such duties help to facilitate and support the operations of all City departments.

<u>DEPARTMENT</u>	<u>GOAL NUM</u>	<u>DESCRIPTION</u>	<u>OBJ NUM</u>	<u>OBJECTIVE</u>	<u>QUARTER</u>
MIS	1	Begin installation of the SunGard ONESolution Financials applications including General Ledger, Payroll and Purchasing.	1	Continue the planning, installation and setup of ONESolution applications including General Ledger, Accounts Payable, and Purchasing System. This will cross over into the next fiscal year.	4
			2	Begin migration and conversion of AS400 Naviline data as needed for the ONESolution installation.	4
	2	Continue with the migration of the current City AS400 applications to the SunGard Application Service Provider (ASP) site.	1	Complete migration of all of our existing AS400 based applications and data to the SunGard site including Voter Registration, City Clerk Vitals, etc.	2
			2	Complete phase out of the City's AS400. Migrate all remaining AS400 based applications to SunGards hosted site.	2
	3	Continue implementation of the City's Five Year Computer Equipment Replacement Plan.	2	Continue replacement of non-functional/outdated equipment with new equipment as needed. This includes servers, PC's, printers, monitors, tablets, network equipment, etc.	5
			1	Complete deployment of new mobile technology as needed to support the operations of the Fire Dept personnel for Fire Inspections, CAD access, etc. with mobile devices to allow for data capture in the field and Station WiFi access.	2
	4	Install & implement an online integrated Computer Inventory/Help Desk System to manage computer hardware, software and calls for service to MIS staff.	1	Implement an online Help Desk System so that City staff can submit service requests for assistance. MIS staff can then monitor and maintain this database and track history of service requests and improve troubleshooting processes.	2

	5	Continue to improve and enhance the functionality of the City's website.	1	Work with the Director of Emergency Operations to improve/enhance the Emergency Operations website.	4
			2	Add a webpage that will list the accomplishments of the Energy Task Force along with listing the status of current year's plans/projects.	5
			3	Work with City staff to improve various department webpages to better support the City department operations.	5
	6	Continue development of the City's GIS to better support the operations of our City departments, businesses and citizens.	1	Update the current GIS contour mapping and elevation layers based on free, updated data from the most recent statewide flyover.	5
			2	Continue development of the Storm Water Drainage System by indexing and digitizing storm maps and using GPS to do field collection of catch basins, pipe locations, etc.	2
			3	Develop a new Vault website that is password protected and can be accessed in the field via mobile technology (smart phone, tablet).	3
			4	Work with Water Department to create a network lining and maintenance mapping solution similar to the one created for the Sewer Dept.	5
	7	Continue to work with the Energy Task Force to identify potential energy savings opportunities.	1	Continue working with the City's Energy Task Force and energy experts to identify and implement viable energy conservation measures aimed at reducing our energy usage, save money, and protect the environment.	5
			2	Work with Greenskies Inc. to insure completion of 1.2 Megawatt Solar Farm at City Landfill.	2
			3	Explore and research potential	3

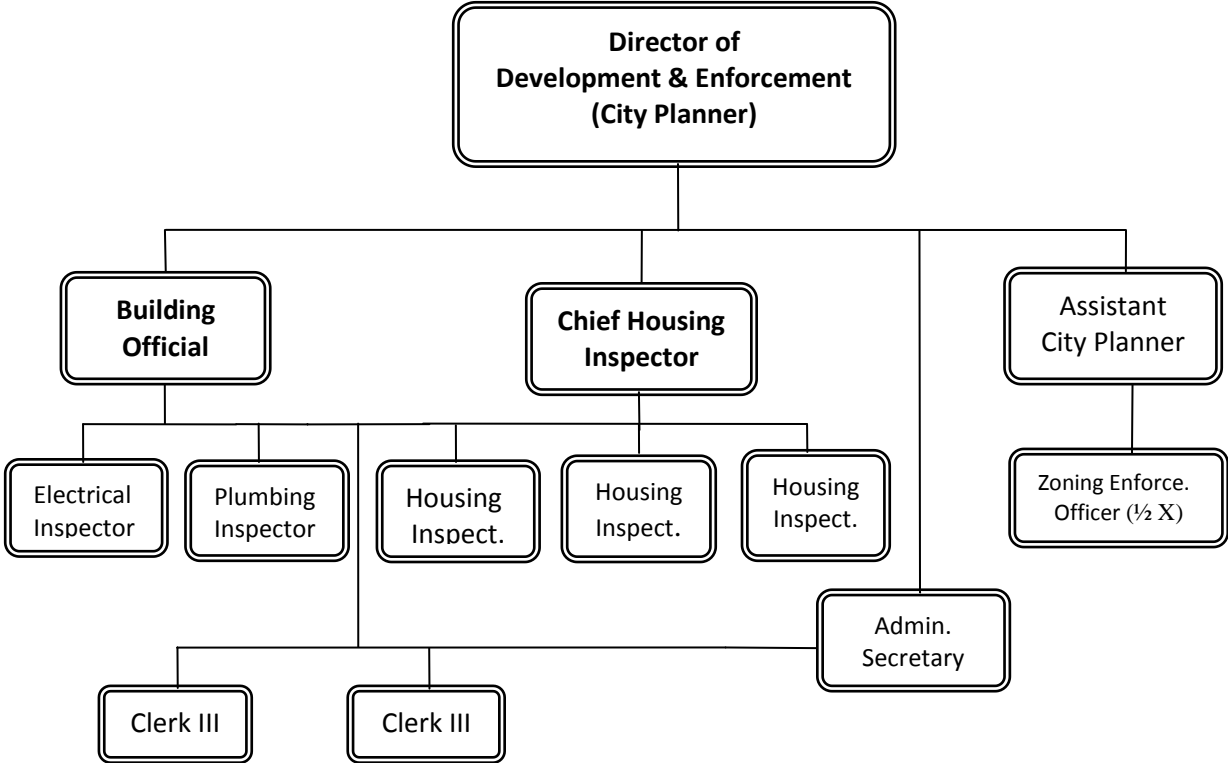
				energy conservation projects such as Solar Panels for roofs, Small Hydroelectric Power Generation Facility at Hanover Dam, and potential purchase of and conversion of CL&P Street lights to LED.	
	8	Relocate video equipment in the Ground Floor video room to MIS Department.	1	Relocate video computers and related equipment currently in the video recording studio on the ground floor to the MIS Department equipment room. This is to create more space in the recording studio and enables MIS to better secure and manage the video equipment. This project depends on available funds.	4

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0270-40-0-0000-189	MIS(0270)	SEASONAL WORKERS	2,218	723	-	-	-	-	
0001-0270-40-0-0000-190	MIS(0270)	ADMINISTRATIVE	103,594	105,496	105,791	64,167	107,971	107,971	
0001-0270-40-0-0000-191	MIS(0270)	OVERTIME CONTINGENCY	25	118	500	434	1,000	1,000	
0001-0270-40-0-0000-196	MIS(0270)	MME	146,000	148,297	148,733	88,424	154,362	154,362	
0001-0270-40-0-0000-198	MIS(0270)	SUPERVISORS	160,267	164,726	165,151	100,123	172,259	172,259	
0001-0270-40-0-0000-325	MIS(0270)	RENTALS	316,057	367,398	380,770	305,436	385,370	385,370	
0001-0270-40-0-0000-353	MIS(0270)	TELEPHONES	64,283	60,037	55,160	31,153	50,400	50,400	
0001-0270-40-0-0000-381	MIS(0270)	TRAINING	3,237	3,199	5,000	2,475	5,000	5,000	
0001-0270-40-0-0000-440	MIS(0270)	OFFICE EXPENSE & SUPPLIES	6,575	7,213	7,775	1,801	7,185	7,185	
0001-0270-40-0-0000-510	MIS(0270)	SOFTWARE	9,916	9,608	8,500	1,882	8,500	8,500	
0001-0270-40-0-0000-640	MIS(0270)	MEMBERSHIP & MEETINGS	2,158	610	2,655	400	2,650	2,650	
	MIS(0270) Total		814,330	867,423	880,035	596,296	894,697	894,697	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
MANAGEMENT INFORMATION (0270)						
M.I.S. DIRECTOR	0001	0270	190	100.00	107,970.65	107,970.65
NETWORK SUPPORT SPECIALIS	0001	0270	196	100.00	82,365.26	
SYSTEM SUPPORT SPECIALIST	0001	0270	196	100.00	71,996.55	154,361.81
GIS SPECIALIST	0001	0270	198	100.00	89,852.57	
TECHNOLOGY SPECIALIST	0001	0270	198	100.00	82,406.57	172,259.14
					434,591.60	434,591.60

DEVELOPMENT AND ENFORCEMENT



Planning Services – This division prepares and administers the City’s Land Use Plan. One of the main functions is to develop and oversee the implementation of strategies to address the physical needs of a community. This division is involved in the development of the City through the process of reviewing and approving subdivision and site plan. Staff handles the administration and enforcement responsibilities for the Planning Commission; Design Review Board; Inland-Wetlands & Flood/Erosion Control Commission; Conservation Commission; Zoning Board of Appeals; and Economic Development Office; as well as the Economic Development, Housing and Zoning Committee of the City council. The Planning Division also is responsible for conceptual designs on municipal property.

Building Services – This division has the responsibility for seeing to it that homes in which the public resides, and buildings in which they work and play, are designed and constructed to be structurally stable, to provide an acceptable level of protection of life and property. This division receives applications and issues permits for the erection of all mechanical equipment. The location, use, occupancy, and maintenance of all buildings and structures are also approved in advance. Building Inspectors are charged with the administration and enforcement of all state building codes as well as all City Codes and ordinances.

Code Enforcement – Housing codes regulate the minimum standards required for the occupancy of any dwelling or dwelling unit. Housing inspectors are authorized to inspect all residential buildings and premises to determine compliance with codes, to issue notices of violations, and institute court action as needed. Inspectors conduct exterior surveys to insure compliance of code regulations regarding the general maintenance of residential buildings, such as foundations, roofs, stairs, porches, exterior wood surfaces, and house numbers. The office investigates all written complaints filed regarding residential properties, such as lack of heat, sub-standard housing, unsafe and/or unsanitary conditions, the absence of smoke detectors, and rodent infestation. Also, the Division is responsible for maintenance of City-owned buildings, which are leased to private companies. The Division is responsible for enforcing the anti-blight ordinance. The C.I.D.E.W.A.L.K. (Citywide Infrastructure Development Endeavor With a Little Koncrete) Program is also a part of this program.

<u>DEPARTMENT</u>	<u>GOAL NUM</u>	<u>DESCRIPTION</u>	<u>OBJ NUM</u>	<u>OBJECTIVE</u>	<u>QUARTER</u>
DEVELOPMENT ENFORCEMENT	1	Implement Plan of Conservation and Development	1	Update status of POCD.	4
			2	Continue to work with staff and consultants to implement the TOD plan.	5
			3	South Mtn. Rd. Zoning: research development strategies, set goals and develop land use regulations to increase the development potential of these 200 acres. ("Research Parkway West"- low rise flex buildings.)	5
			4	Research the zoning (C1, C1A) of the residual parcels from the TOD zone change. Develop a land use strategy, including zoning changes and amendments, for said parcels to insure compatibility with the TOD and POCD.	1
			5	Begin research on downzoning some R3 parcels to reduce density. Similar to last year's rezoning of R2 properties.	4
			6	Review parking policies within the TOD.	2
			7	Establish a strategy and develop regulations for adaptive reuse of underutilized/vacant older buildings.	4
	2	Preserve and Improve the quality of life of our citizens through the continued coordinated code enforcement program	1	Begin the implementation of the MIS system to create/track permits, schedule/track inspections and provide for "off site" filing of Building Applications.	1
			2	Building Division's ongoing inspections and monitoring of construction at Platt and Maloney High Schools.	5
			3	Review and prepare necessary changes to the NPP program.	2
			4	Update and set strategy for City owned properties.	3

	3	Insure the efficient planning and completion of capital improvements	1	Work on "Interdepartmental Review Committee for Capital Projects" to track, coordinate, POCD compliant, insure payments/grants and completion of capital projects	3
			2	Complete study: "Comprehensive Sidewalk Improvement Program"	1
	4	Implement the land use directives of Commissions/Boards and City Council	1	Complete the Historic Building Survey and begin the designation/update of Historic Districts	2
			2	Have "Beware: Regulated Inland Wetland" 4 " marker plates made and install them around wetlands as ordered by the IWWC.	1

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0510-40-0-0000-189	EVELOP & ENFORCE(05)	MISC PART TIME	-	-	-	-	1,500	-	
0001-0510-40-0-0000-190	EVELOP & ENFORCE(05)	ADMINISTRATIVE	110,650	111,647	111,957	67,848	114,163	114,163	
0001-0510-40-0-0000-191	EVELOP & ENFORCE(05)	OVERTIME	1,701	2,589	3,500	6,837	6,500	6,500	
0001-0510-40-0-0000-196	EVELOP & ENFORCE(05)	MME	411,905	416,136	337,797	215,468	425,323	384,141	
0001-0510-40-0-0000-198	EVELOP & ENFORCE(05)	SUPERVISORS	163,367	167,309	168,356	95,541	175,596	175,596	
0001-0510-40-0-0000-350	EVELOP & ENFORCE(05)	GASOLINE	4,426	3,845	4,500	2,117	7,500	4,500	
0001-0510-40-0-0000-352	EVELOP & ENFORCE(05)	VEHICLE MAINTENANCE	5,351	5,309	5,000	3,004	5,000	5,000	
0001-0510-40-0-0000-440	EVELOP & ENFORCE(05)	OFFICE EXPENSE & SUPPLIES	17,844	24,218	17,500	11,454	20,000	17,500	
0001-0510-40-0-0000-640	EVELOP & ENFORCE(05)	MEMBERSHIPS & MEETINGS	2,821	3,217	2,500	1,887	7,000	3,200	
DEVELOP & ENFORCE(0510) Total			718,066	734,270	651,110	404,156	762,582	710,600	
0001-0520-40-0-0000-390	NLAND WETLAND (0520)	OTHER PURCHASE SERVICES	-	-	-	-	1,500	-	
0001-0520-40-0-0000-440	NLAND WETLAND (0520)	OFFICE EXPENSE & SUPPLIES	1,192	1,287	700	798	700	700	
0001-0520-40-0-0000-640	NLAND WETLAND (0520)	MEMBERSHIPS & MEETINGS	200	-	150	60	1,000	150	
INLAND WETLAND (0520) Total			1,392	1,287	850	858	3,200	850	

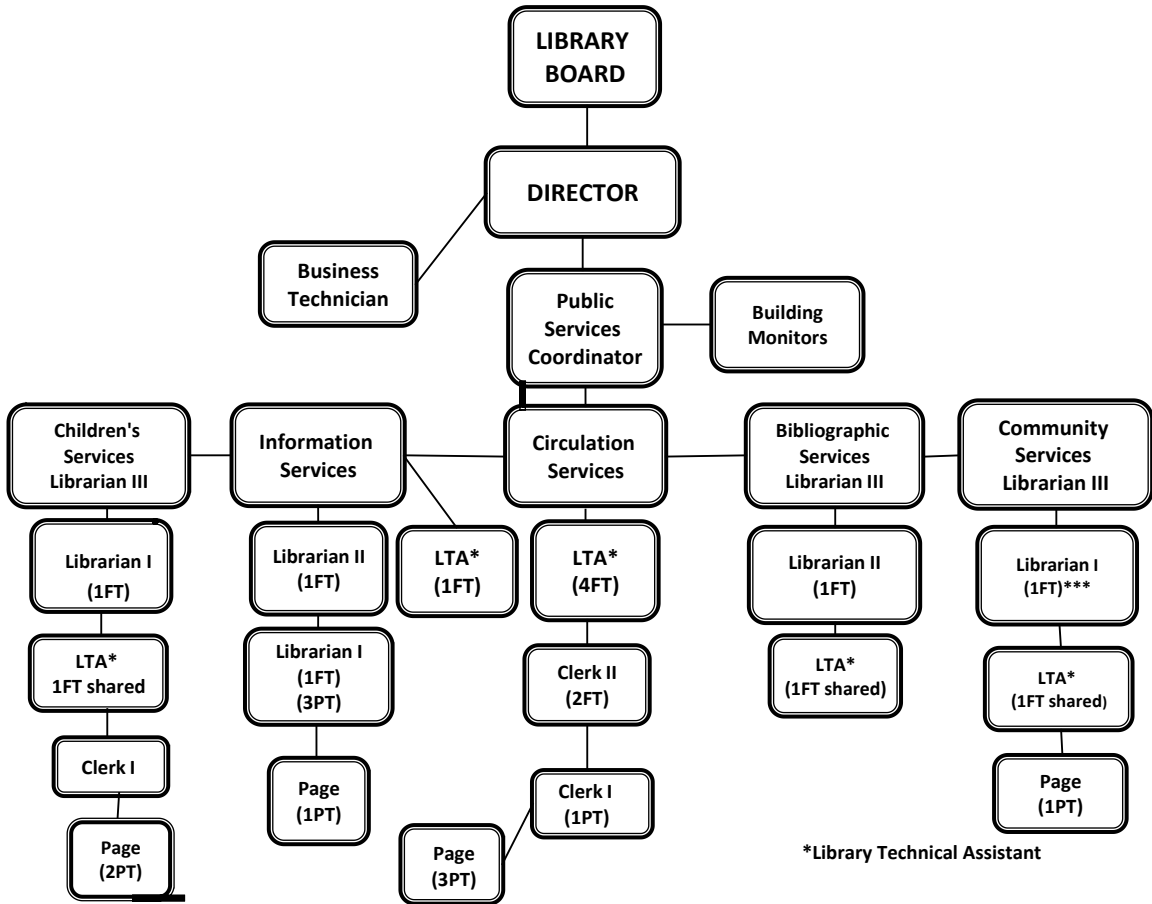
2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
DEVELOPMENT & ENFORCEMENT (0510)						
DIRECTOR OF PLANNING	0001	0510	190	100.00	114,162.88	114,162.88
ADMINISTRATIVE SECRETARY	0001	0510	196	100.00	59,744.57	
CHIEF HOUSING INSPECTOR	0001	0510	196	25.00	19,113.94	
CLERK III	0001	0510	196	100.00	54,809.15	
CLERK III	0001	0510	196	50.00	27,404.57	
ELECTRICAL INSPECTOR	0001	0510	196	100.00	66,476.66	
HOUSING INSPECTOR	0001	0510	196	25.00	16,310.70	
HOUSING INSPECTOR	0001	0510	196	25.00	16,310.70	
HOUSING INSPECTOR	0001	0510	196	25.00	16,310.70	
PLUMBING/MECHANICAL INSPE	0001	0510	196	100.00	66,476.66	
ZONING ENF OFF/ENVIRON PL	0001	0510	196	50.00	41,182.63	384,140.28
ASSISTANT PLANNING DIRECT	0001	0510	198	100.00	89,852.57	
BUILDING OFFICIAL	0001	0510	198	100.00	85,743.71	175,596.28
					673,899.44	673,899.44
ZONING ENF OFF/ENVIRON PL	0001	3310	196	50.00	41,182.63	
CHIEF HOUSING INSPECTOR	1439	0151	804	75.00	55,250.57	
CLERK III	1439	0151	804	50.00	26,405.14	
HOUSING INSPECTOR	1439	0151	804	75.00	47,147.57	
HOUSING INSPECTOR	1439	0151	804	75.00	47,147.57	
HOUSING INSPECTOR	1439	0151	804	75.00	47,147.57	
					264,281.06	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3940-40-0-0000-192	PARKING (3940)	PAYROLL	66,205	69,079	69,032	42,195	68,294	68,294	
0001-3940-40-0-0000-198	PARKING (3940)	SUPERVISORS	41,927	45,005	46,031	27,943	48,973	48,973	
0001-3940-40-0-0000-323	PARKING (3940)	MAINTENANCE	2,565	832	2,500	294	2,500	2,000	
0001-3940-40-0-0000-350	PARKING (3940)	GASOLINE	926	860	900	550	900	900	
0001-3940-40-0-0000-352	PARKING (3940)	VEHICLE MAINTENANCE	-	417	500	-	500	500	
0001-3940-40-0-0000-353	PARKING (3940)	TELEPHONES	831	834	900	557	900	900	
0001-3940-40-0-0000-414	PARKING (3940)	UTILITIES	11,151	12,516	14,000	6,113	13,860	13,000	
0001-3940-40-0-0000-440	PARKING (3940)	GENERAL EXPENSES	1,834	2,467	2,000	1,642	2,500	2,500	
	PARKING (3940) Total		125,439	132,010	135,863	79,295	138,427	137,067	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
PARKING (3940)						
SECURITY ATTENDANT	0001	3940	192	100.00	12,703.03	
SECURITY ATTENDANT	0001	3940	192	100.00	11,830.53	
SECURITY ATTENDANT	0001	3940	192	100.00	14,586.96	
SECURITY ATTENDANT	0001	3940	192	100.00	14,586.96	
SECURITY ATTENDANT	0001	3940	192	100.00	14,586.96	68,294.44
MANAGER / SECURITY ATTEND	0001	3940	198	100.00	48,972.57	48,972.57
					117,267.01	117,267.01

LIBRARY



Mission: The Meriden Public Library is the informational, educational, cultural and recreational resource of the city in an atmosphere that is welcoming, respectful, and businesslike. In order to meet individual and community needs, the Library's goal is to provide access to print and non-print resources.

Information Services: The staff of Information Services reviews, selects, and utilizes the information tools that are available in order to meet the community's information needs. They respond to a variety of information requests from the public, in person and over the phone and via the website. In addition, they instruct patrons in the use of the Library's online databases, and general computer use. The staff also assists patrons in obtaining materials that we do not own from other libraries, through interlibrary loan.

Information Services Department manages collection development and assists patrons in the following specialized areas:

Computer Use: The Computer Learning Center provides the public with instructional opportunities and free access to computers, the internet and software applications. Staff members assist patrons in searching for online information, and creating e-mail accounts, spreadsheets and documents for work, school or personal use.

Business and Economic Information: This area provides demographic, marketing, and financial information to the business community and individual investors. Specialized assistance is available via online computer databases. These are services that are especially vital to small and home-based businesses.

Job Information: This area includes a current collection of books, periodicals and an online vocational testing database to assist individuals looking for educational, vocational, and employment information and opportunities.

Local History and Genealogy: The Meriden Local History Room houses a collection of books, periodicals and microfilm relating to Meriden's history, industry, and families. Staff members assist genealogists, antique collectors, and historians from around the country in their research.

Circulation Services: The Circulation staff is responsible for the flow of materials between patrons and the Library. Staff members charge and discharge materials, place holds on materials, notify users when holds are filled, register borrowers, track overdue items, and collect fines and fees for lost materials. The physical organization of the materials in the building, their proper order on the shelves, and the security of materials is also the responsibility of this department.

Children's Services: The primary goal of the Children's Library is to build a life-long love of reading in children. The staff members provide service to children from infants through middle school, their parents, caregivers, and teachers. They select appropriate materials, provide information services, teach library skills, and plan and execute programming for Meriden's youngest population, such as story hours and craft programs. Staff members also provide outreach services to organizations and institutions which serve children in the area.

Community Services: This department is responsible for coordinating the Library's activities with all organizations within the community. The staff handles bookings for our two community meeting rooms, as well as planning exhibits, Library programs, and community outreach efforts. The Library's Bookmobile, also in the purview of this department, reaches individuals in senior housing, senior centers, day care centers and school readiness programs who might not otherwise be able to take advantage of Library services. In addition, this department coordinates all public relations and publicity efforts for the Library.

Bibliographic Services: This department is responsible for all ordering, receiving, cataloging and physical processing of materials for the Library's collections. Staff is also responsible for maintaining a computerized database that provides access to the Library's catalog of holdings, plus those of other libraries throughout the LION Consortium, and a state-wide database of materials.

<u>DEPARTMENT</u>	<u>GOAL NUM</u>	<u>DESCRIPTION</u>	<u>OBJ NUM</u>	<u>OBJECTIVE</u>	<u>QUARTER</u>
LIBRARY	1	Public Awareness and Outreach -- Meriden residents will be aware of the resources available at the Library and will know how to access and use them to satisfy their personal, educational or informational needs.	1	Refine and implement a simple marketing plan to improve public awareness of the library's services.	3
			2	Collaborate with community organizations to share resources, ideas and co-sponsor programs.	5
			3	Continue to use the Bookmobile to bring services and information to segments of the population who cannot easily use the main library.	5
			4	Continue to use and improve the library's website and other social networking tools to identify and satisfy informational and educational needs of our residents.	5
	2	Early Childhood Education -- Children from birth to age 5 will have programs, services and materials designed to help them enter Meriden schools ready to read and succeed.	1	Continue to increase the number of preschoolers participating in the library's programs and services.	5
			2	Continue and expand bi-lingual preschool programs.	5
			3	Provide programs for parents of preschoolers on the topic of emerging literacy.	5
	3	Technology -- Residents will have access to digital resources, computers, Internet and basic computer applications to meet their personal, educational and informational needs.	1	Continue to offer group and individual sessions of computer, e-reader, and other digital equipment training.	5
			2	Upgrade software on public computers.	3
			3	Provide programs to introduce, or enhance residents' abilities to use technology to create and innovate.	3

			4	Provide Library staff opportunities to investigate and evaluate emerging digital resources to determine usefulness for the public.	5
	4	Building/Facility -- Residents will find the library safe, attractive and comfortable.	1	Plan for the expansion and total renovation of the Children's area.	4
			2	Continue work on small renovation and remodeling projects to give the 1973 building a "facelift".	5
			3	Work with the City and volunteers to keep the grounds clean and attractive.	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0160-40-0-0000-189	LIBRARY (0160)	MISC PART-TIME	41,657	34,846	39,603	27,657	39,603	39,603	
0001-0160-40-0-0000-190	LIBRARY (0160)	ADMINISTRATIVE	90,549	92,990	93,256	56,671	95,361	95,361	
0001-0160-40-0-0000-191	LIBRARY (0160)	OVERTIME CONTINGENCY	-	509	-	161	-	-	
0001-0160-40-0-0000-196	LIBRARY (0160)	MME	683,562	668,968	642,365	377,682	667,452	662,831	
0001-0160-40-0-0000-198	LIBRARY (0160)	SUPERVISORS	744,517	771,013	830,385	502,102	888,804	888,804	
0001-0160-40-0-0000-321	LIBRARY (0160)	PUBLIC UTILITIES	110,198	116,668	115,000	64,032	118,000	118,000	
0001-0160-40-0-0000-350	LIBRARY (0160)	GASOLINE	931	1,102	800	699	800	1,100	
0001-0160-40-0-0000-352	LIBRARY (0160)	VEHICLE MAINTENANCE	445	280	800	1,513	800	500	
0001-0160-40-0-0000-353	LIBRARY (0160)	TELEPHONES	4,242	3,997	4,081	2,279	4,081	4,081	
0001-0160-40-0-0000-389	LIBRARY (0160)	SECURITY SERVICE	700	203	700	-	700	700	
0001-0160-40-0-0000-390	LIBRARY (0160)	OTHER PURCHASED SERVICES	98,269	99,531	93,577	65,121	98,899	98,899	
0001-0160-40-0-0000-391	LIBRARY (0160)	VIDEO SERVICES	18,000	21,000	18,000	9,350	21,000	21,000	
0001-0160-40-0-0000-413	LIBRARY (0160)	BUILDING SUPPLIES & MATERIALS	47,211	56,776	45,475	23,770	47,875	47,875	
0001-0160-40-0-0000-430	LIBRARY (0160)	LIBRARY BOOKS & MATERIALS	136,624	152,161	150,000	87,419	160,000	160,000	
0001-0160-40-0-0000-440	LIBRARY (0160)	OFFICE EXPENSE & SUPPLIES	28,565	31,202	29,200	16,002	29,200	29,200	
0001-0160-40-0-0000-640	LIBRARY (0160)	MEMBERSHIP & MEETINGS	3,650	3,462	3,700	1,580	3,700	3,700	
	LIBRARY (0160) Total		2,009,119	2,054,708	2,066,942	1,236,037	2,176,275	2,171,654	

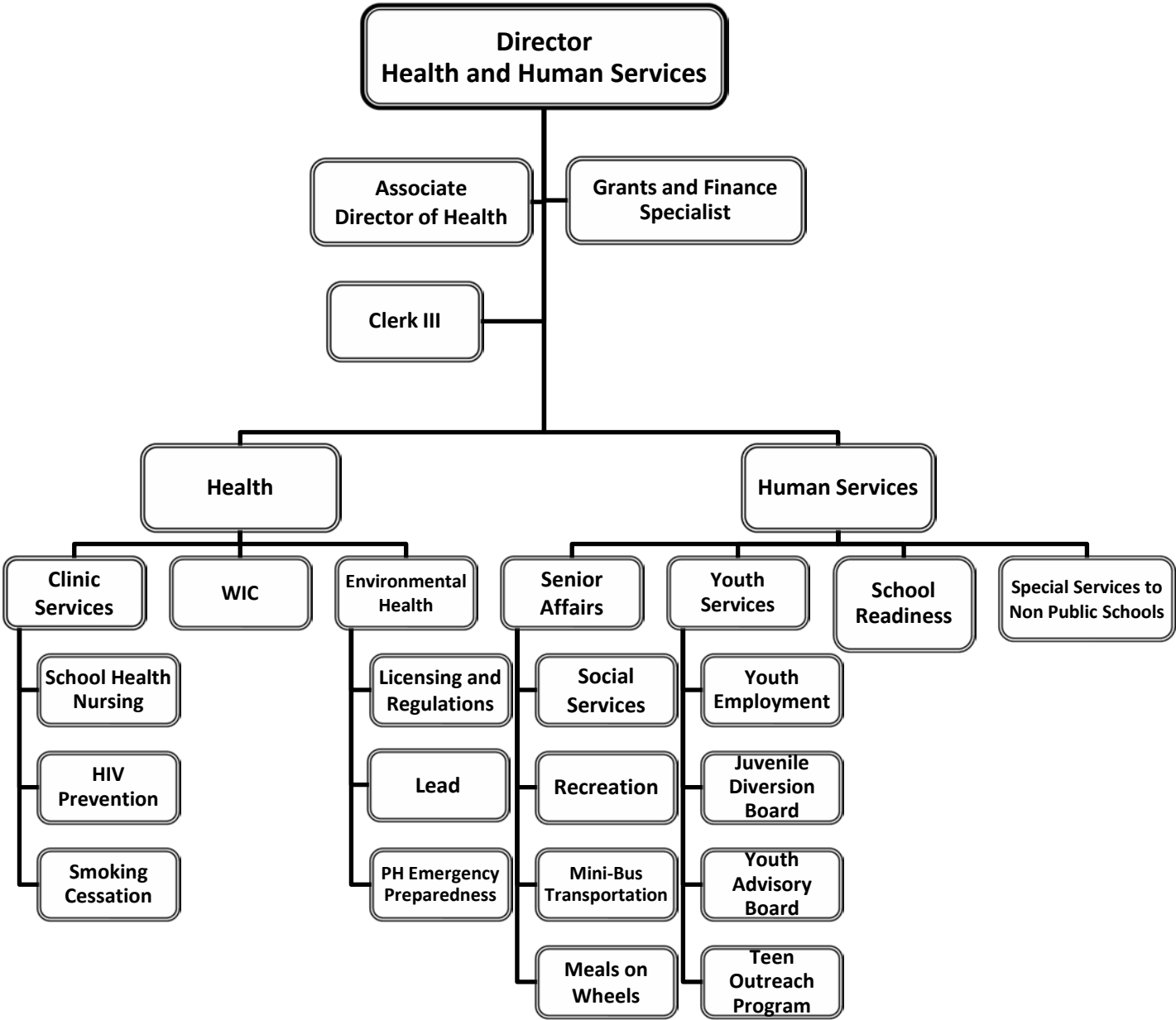
2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
LIBRARY (0160)						
DIRECTOR OF LIBRARY SERVI	0001	0160	190	100.00	95,361.46	95,361.46
BUSINESS OPERATIONS TECH-	0001	0160	196	100.00	70,654.45	
LIBRARY BUILDING MONITOR	0001	0160	196	100.00	23,594.78	
LIBRARY CLERK I	0001	0160	196	100.00	19,939.17	
LIBRARY CLERK I	0001	0160	196	100.00	39,858.07	
LIBRARY CLERK I	0001	0160	196	100.00	16,540.36	
LIBRARY CLERK II	0001	0160	196	100.00	43,293.17	
LIBRARY CLERK II	0001	0160	196	100.00	43,293.17	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
LIBRARY TECHNICAL ASSISTA	0001	0160	196	100.00	59,744.57	
SECURITY GUARD	0001	0160	196	100.00	47,189.56	662,830.15
LIBRARIAN I	0001	0160	198	100.00	58,118.00	
LIBRARIAN I	0001	0160	198	100.00	69,245.71	
LIBRARIAN I	0001	0160	198	100.00	34,622.85	
LIBRARIAN I	0001	0160	198	100.00	69,245.71	
LIBRARIAN I	0001	0160	198	100.00	29,074.85	
LIBRARIAN I	0001	0160	198	100.00	29,074.85	
LIBRARIAN II	0001	0160	198	100.00	78,568.86	
LIBRARIAN II	0001	0160	198	100.00	78,568.86	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<u>Budget</u>	<u>Object</u>
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obi</u>	<u>Percentage</u>	<u>Amount</u>	<u>Total</u>
LIBRARY (0160) cont'd						
LIBRARIAN III	0001	0160	198	100.00	85,743.71	
LIBRARIAN III	0001	0160	198	100.00	85,743.71	
LIBRARIAN III	0001	0160	198	100.00	85,743.71	
LIBRARIAN III	0001	0160	198	100.00	85,743.71	
LIBRARIAN IV	0001	0160	198	100.00	93,398.29	882,892.82
					1,641,084.43	1,641,084.43

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-1000-40-1-0000-149	ARD OF EDUCATION (1000)	BOARD OF EDUCATION	86,198,909	86,598,670	85,967,186	43,139,679	86,425,714	85,703,001	
0001-1000-40-1-0000-201	ARD OF EDUCATION (1000)	HEALTH INSURANCE	13,343,922	12,112,425	13,641,154	8,029,974	14,572,192	13,905,339	
BOARD OF EDUCATION (1000) Total			99,542,831	98,711,095	99,608,340	51,169,653	100,997,906	99,608,340	
0001-1184-40-1-0000-160	SCHOOL BUILD COMM(1184)	SALARY EXPENSE	1,261	1,502	1,500	996	1,500	1,500	
SCHOOL BUILD COMM(1184) Total			1,261	1,502	1,500	996	1,500	1,500	

HUMAN SERVICES



HEALTH:

This municipal department is required by law to enforce both city and state public health codes. The mission is to protect and promote the physical and environmental well-being of the citizens of Meriden through assessing the needs of the community, providing direct services, wellness promotion, disease prevention, and active support of community efforts. Public health services at the Department of Health and Human Services include:

Clinic Services – Public health nurses provide adult and child vaccinations (including the seasonal flu shot), conduct communicable disease investigations and follow-up, health screenings, childhood lead poisoning prevention screenings and case follow-up, and certifications for children attending the Women, Infants, and Children Program (WIC). The HIV Prevention Program (including STI screening) and Smoking Cessation Program are housed under Clinic Services.

Environmental Health Services—Staff are responsible for conducting routine and complaint-based inspections of local food establishments as required by the Connecticut Public Health Code and Local Code. This also includes temporary events, vendors, and caterers. Staff also inspects/responds to nuisance properties, septic systems/private wells, barbershop/beauty salon/cosmetology shops, public swimming pools, lead paint poisoning, and local day cares.

School Health Services—School Health provides comprehensive services to students enrolled in Meriden’s public and non-public schools. Services are provided by Registered Nurses licensed by the State of Connecticut. Services include state mandated screenings, emergency care and first aid, special medical procedures (G-tube feeding, asthma management, diabetes care, etc.), immunization, school and sports physical exams (middle and high school students), and physician and community resource referrals.

Public Health Emergency Preparedness—This effort works to prepare for a comprehensive local response to a large-scale emergency or disaster that would cause severe illness, injury and/or fatalities sufficient to overwhelm local public health and/or healthcare service capabilities. Plans include addressing both natural and man-made disasters and include mass vaccination, sheltering, surveillance and epidemiological investigations, and emergency communications.

Women, Infants and Children Program (WIC)—This program serves to safeguard the health of low-income women, infants, and children up to age 5 who are nutritional risk. WIC provides nutritional assessment and education, referrals to health care and nutritious foods to supplement diets.

HUMAN SERVICES:

Human Service programs at the Department of Health and Human Services include:

School Readiness – School Readiness provides affordable, quality child care slots for 3 and 4 year old children living in Meriden at 11 locations throughout the city. Fees are based on a sliding scale reflective of the family’s gross annual income and family size.

Senior Affairs – The Max E. Muravnick Senior Citizens Center provides a comprehensive program of public education, advocacy, nutritional services, transportation, recreation, trips, socialization, and other activities for residents 55 years of age and older. Programs take place at 22 West Main Street in downtown Meriden.

Social Services – A Social Worker provides social work assessment, consultation and referrals to any Meriden resident. The services most frequently requested include financial, healthcare access, health insurance counseling, housing, geriatric assessment, developmental screening for infants and toddlers, and behavioral health.

Special Services to Non-Public Schools – Social Work, Speech/Language Therapy, and School Psychology services are provided to 5 non-public schools in Meriden.

Youth Services – This office provides assessment, planning, implementation and evaluation of a comprehensive network of resources for children, adolescents and their families. Opportunities for positive development are offered to youth to enhance their ability to function as responsible members of their community. Program components include crisis intervention, Juvenile Assistance and Diversion Board, case management, Youth Employment Program, Campership, education, information and referral, photo I.D’s, and TOP (Teen Outreach Program).

In addition to the services listed above, the Department maintains fiduciary responsibility for Casa Boricua de Meriden and the YMCA Meriden Day Care, and administers the Eviction Program.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
HEALTH AND HUMAN SERVICES	1	Continue to streamline operations, building on and adding to those set last year.	1	All staff will be required to complete and submit Standard Operating Procedures for their section by the first quarter.	1
			2	The Director of Health and the Associate Director of Health will compile a combined Standard Operating Procedure for the Department.	1
			3	Clerical staff will be cross trained in each other's daily task.	1
	2	Operations will be data driven and evidence based.	1	Monthly report data will be more useful and measurable. Data will be collected in a more meaningful manner.	1
			2	Staff will move from paper-based to computer-based data collection, storage, and management.	1
			3	The data collected will be analyzed and will guide the direction of work done.	1
			4	All Departments will develop/enhance programs that data shows there is a need for.	1
	3	Continue to retain current grants and look for new grants.	1	All departments will be responsible for seeking funding to sustain and compliment the work they are already doing.	1
			2	All departments will be responsible for seeking grant funding that will provide new and innovative programming to meet the needs of the community.	1
	4	Provide continuing education/training to staff to keep them abreast of current evidence-based and modern public health/human service practices.	1	Utilize the trainings offered by CT DPH and other organizations.	1
			2	Offer more peer-to-peer training throughout the year.	1
	5	Assess the needs of the community including gaps in services, redundancy and ineffective programming.	1	Complete focus groups as a means of gathering qualitative data.	1
			2	Apply participatory action culture in our program development, implementation, and evaluation.	1
			3	Complete a community needs assessment and an inventory of health and human services in Meriden.	3

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-4710-40-0-0000-189	HEALTH (4710)	SEASONAL WORKERS	99	1,592	-	1,988	-	-	
0001-4710-40-4-0000-149	HEALTH (4710)	CERTIFIED SALARIES	105,263	116,733	125,655	47,368	144,034	144,034	
0001-4710-40-4-0000-189	HEALTH (4710)	MISC. PART-TIME	4,500	5,004	5,004	3,336	5,520	5,520	
0001-4710-40-4-0000-190	HEALTH (4710)	ADMINISTRATION	146,904	100,198	100,475	61,051	102,731	102,731	
0001-4710-40-4-0000-191	HEALTH (4710)	OVERTIME	-	219	-	4,166	3,000	3,000	
0001-4710-40-4-0000-193	HEALTH (4710)	PUBLIC HEALTH NURSES	951,230	1,011,097	912,603	537,169	1,016,027	1,001,661	
0001-4710-40-4-0000-196	HEALTH (4710)	MME	560,147	465,844	477,655	274,181	509,256	509,256	
0001-4710-40-4-0000-198	HEALTH (4710)	SUPERVISORS	174,545	223,368	230,736	148,525	243,111	243,111	
0001-4710-40-4-0000-350	HEALTH (4710)	GASOLINE	1,560	1,366	2,000	1,096	2,500	2,000	
0001-4710-40-4-0000-352	HEALTH (4710)	VEHICLE MAINTENANCE	2,092	3,163	3,400	2,582	3,400	3,400	
0001-4710-40-4-0000-440	HEALTH (4710)	OFFICE EXPENSES & SUPPLIES	9,148	10,140	9,650	3,323	9,650	9,650	
0001-4710-40-4-0000-474	HEALTH (4710)	ENVIRONMENTAL SUPPLIES	12,581	13,008	3,550	2,593	3,550	3,550	
0001-4710-40-4-0000-478	HEALTH (4710)	HEALTH SUPPLIES	9,046	8,913	7,822	4,337	7,822	7,822	
0001-4710-40-4-0000-482	HEALTH (4710)	P.A. 10-217A SUPPLIES	3,850	2,742	2,575	1,481	2,575	2,575	
0001-4710-40-4-0000-490	HEALTH (4710)	LEAD PROGRAM	1,217	4,200	3,000	2,308	4,100	4,100	
0001-4710-40-4-0000-640	HEALTH (4710)	MEMBERSHIPS & MEETINGS	1,482	2,271	2,000	1,768	3,000	3,000	
0001-4710-40-4-0000-706	HEALTH (4710)	SPECIAL PROJECTS	-	-	1	4,947	1	1	
	HEALTH (4710) Total		1,983,664	1,969,858	1,886,126	1,102,220	2,060,277	2,045,411	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
HEALTH (4710)						
SCHOOL PSYCHOLOGIST	0001	4710	149	100.00	51,380.94	
SOCIAL WORKER	0001	4710	149	100.00	41,984.68	
SPEECH THERAPIST	0001	4710	149	100.00	50,668.06	144,033.68
HUMAN SERVICES DIRECTOR	0001	4710	190	100.00	102,731.34	102,731.34
PUBLIC HEALTH NURSE II	0001	4710	193	100.00	81,349.44	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	60,232.79	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	56,217.17	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	65,596.98	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	60,232.79	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	54,050.57	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	56,217.17	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	60,232.79	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	65,596.98	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	54,050.57	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	60,232.79	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	56,217.17	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	19,211.91	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	60,232.79	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	65,596.98	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	65,596.98	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	22,746.87	
PUBLIC HEALTH NURSE I	0001	4710	193	100.00	22,746.87	
Per diem RNs	0001	4710	193	100.00	9,759.04	
EDUCATION STIPEND/LAB COAT	0001	4710	193	100.00	5,542.17	1,001,660.83
ACCOUNT CLERK	0001	4710	196	100.00	54,943.82	
GRANT & FINANCIAL SPECIAL	0001	4710	196	100.00	76,643.59	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
HEALTH (4710) cont'd						
HEALTH AIDE I	0001	4710	196	100.00	19,716.56	
HEALTH AIDE I	0001	4710	196	100.00	19,782.71	
HEALTH AIDE I	0001	4710	196	100.00	20,305.31	
HEALTH AIDE I	0001	4710	196	100.00	20,305.31	
HEALTH AIDE I	0001	4710	196	100.00	19,847.33	
HEALTH AIDE I BILINGUAL	0001	4710	196	-	-	
COMMUNITY SERVICE COORDINATOR	0001	4710	196	100.00	5,989.53	
HEALTH SECRETARY	0001	4710	196	100.00	59,744.57	
SANITARIAN	0001	4710	196	100.00	-	
SANITARIAN	0001	4710	196	100.00	61,822.65	
SANITARIAN II	0001	4710	196	100.00	82,365.26	
SANITARIAN II	0001	4710	196	100.00	67,788.99	509,255.63
ASSOC DIR HEALTH & HUMAN	0001	4710	198	62.50	56,314.29	
ENVIRONMENTAL HEALTH ADMI	0001	4710	198	100.00	93,398.29	
PUB HEALTH NURSE ADMINIST	0001	4710	198	100.00	93,398.29	243,110.87
					2,000,792.34	2,000,792.34
ASSOC DIR HEALTH & HUMAN	0001	4710	706	37.50	33,788.57	
HEALTH AIDE I BILINGUAL	0001	4710	706	100.00	39,096.29	
SANITARIAN	0001	4710	706	100.00	58,310.00	
SCHOOL READINESS COORDINA	0001	4710	706	100.00	64,459.00	
					195,653.86	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-4730-40-4-0000-187	SENIOR CENTER (4730)	M.O.W. SALARIES	253	28,597	29,771	13,757	28,953	-	
0001-4730-40-4-0000-192	SENIOR CENTER (4730)	OTHER NON-UNION	27,068	27,426	25,200	15,691	28,200	28,200	
0001-4730-40-4-0000-196	SENIOR CENTER (4730)	MME	316,778	305,437	269,832	150,942	281,000	281,000	
0001-4730-40-4-0000-198	SENIOR CENTER (4730)	SUPERVISORS	86,888	89,312	89,537	83,772	78,212	78,212	
0001-4730-40-4-0000-199	SENIOR CENTER (4730)	ELDERLY NUTRITION	28,208	26,981	26,358	15,215	26,735	26,735	
0001-4730-40-4-0000-350	SENIOR CENTER (4730)	GASOLINE	14,117	12,993	11,000	8,170	11,000	13,000	
0001-4730-40-4-0000-352	SENIOR CENTER (4730)	VEHICLE MAINTENANCE	4,169	4,302	5,000	4,264	5,900	5,900	
0001-4730-40-4-0000-440	SENIOR CENTER (4730)	OFFICE EXPENSE & SUPPLIES	8,101	10,137	10,000	7,191	10,000	10,000	
0001-4730-40-4-0000-640	SENIOR CENTER (4730)	MEETINGS & MEMBERSHIPS	50	50	50	-	50	1,500	
0001-4730-41-0-0000-943	SENIOR CENTER (4730)	NOW CHORE PROJECT FOR ELDERS	-	3,750	-	-	-	-	
SENIOR CENTER (4730) Total			485,632	508,985	466,748	299,002	470,050	444,547	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
SENIOR CENTER (4730)						
MEALS ON WHEELS DRIVER	0001	4730	187	42.00	-	
MEALS ON WHEELS DRIVER	0001	4730	187	42.00	-	
MEALS ON WHEELS DRIVER	0001	4730	187	42.00	-	
MEALS ON WHEELS DRIVER	0001	4730	187	42.00	-	-
CLERK III	0001	4730	196	100.00	47,958.01	
MINI BUS DISPATCHER	0001	4730	196	100.00	37,881.53	
MINI BUS DRIVER	0001	4730	196	100.00	7,347.84	
MINI BUS DRIVER	0001	4730	196	100.00	41,290.86	
MINI BUS DRIVER	0001	4730	196	100.00	17,586.85	
MINI BUS DRIVER	0001	4730	196	100.00	17,368.32	
MINI BUS DRIVER OVERTIME	0001	4730	196	100.00	2,202.59	
NUTRION COORDINATOR - SR	0001	4730	196	100.00	57,087.46	
RECREATION COORDINATOR	0001	4730	196	100.00	52,276.50	280,999.95
SENIOR AFFAIRS ADMINISTRA	0001	4730	198	100.00	78,211.71	78,211.71
					359,211.66	359,211.66
MINI BUS DRIVER	0116	4730	192	100.00	16,462.54	
MEALS ON WHEELS DRIVER	0117	4730	196	58.00	8,718.94	
MEALS ON WHEELS DRIVER	0117	4730	196	58.00	11,486.86	
MEALS ON WHEELS DRIVER	0117	4730	196	58.00	8,190.93	
MEALS ON WHEELS DRIVER	0117	4730	196	58.00	11,486.86	
					56,346.14	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-4720-40-4-0000-196	SOCIAL SERVICES (4720)	MME	144,304	137,194	79,363	47,835	82,366	82,366	
0001-4720-40-4-0000-390	SOCIAL SERVICES (4720)	EVICIONS	39,515	34,685	30,000	21,600	30,000	30,000	
0001-4720-40-4-0000-440	SOCIAL SERVICES (4720)	OFFICE EXPENSE & SUPPLIES	916	875	900	579	900	900	
0001-4720-40-4-0000-640	SOCIAL SERVICES (4720)	MEMBERSHIPS & MEETINGS	-	-	-	-	50	50	
SOCIAL SERVICES (4720) Total			184,735	172,754	110,263	70,014	113,316	113,316	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
SOCIAL SERVICES (4720)						
SOCIAL WORKER	0001	4720	196	100.00	82,365.26	82,365.26
					82,365.26	82,365.26

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-4745-40-4-0000-196	YOUTH SERVICES (4745)	MME	61,712	62,679	62,864	37,374	65,243	65,243	
0001-4745-40-4-0000-198	YOUTH SERVICES (4745)	SUPERVISORS	86,888	89,312	89,537	54,283	93,398	93,398	
0001-4745-40-4-0000-440	YOUTH SERVICES (4745)	OFFICE EXPENSE & SUPPLIES	1,409	1,752	1,450	1,043	1,450	1,450	
0001-4745-40-4-0000-490	YOUTH SERVICES (4745)	YOUTH ACTIVITIES	1,449	1,302	1,350	969	1,350	1,350	
0001-4745-40-4-0000-640	YOUTH SERVICES (4745)	MEMBERSHIPS & MEETINGS	625	800	700	625	700	700	
YOUTH SERVICES (4745) Total			152,082	155,845	155,901	94,293	162,141	162,141	

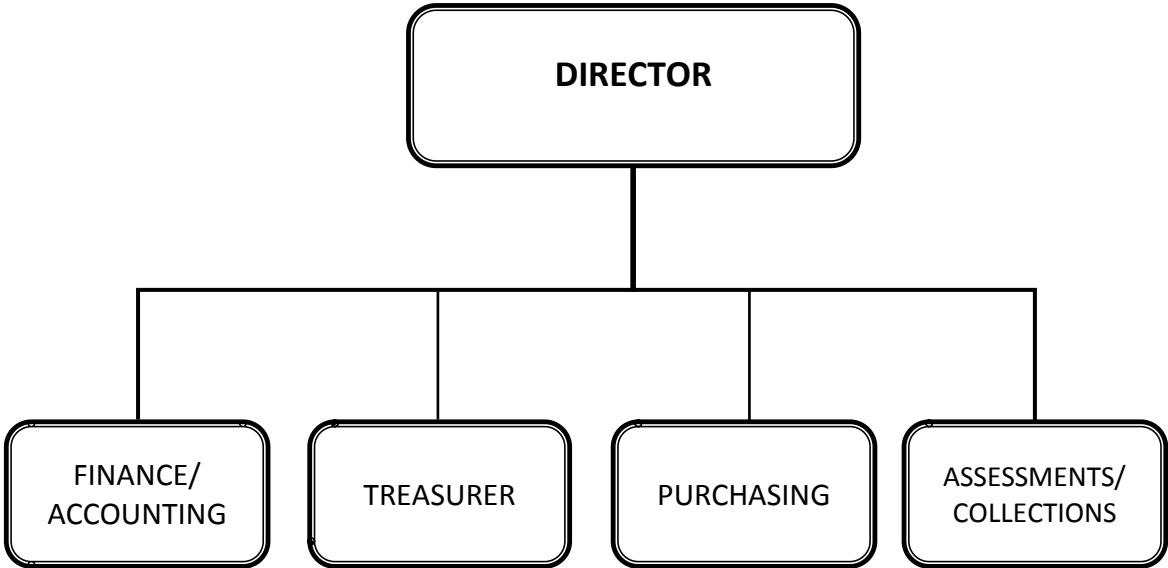
2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<u>Budget</u>	<u>Object</u>
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Amount</u>	<u>Total</u>
YOUTH SERVICES (4745)						
CRISIS INTERVENTION SPECI	0001	4745	196	100.00	65,242.81	65,242.81
YOUTH SERVICES MANAGER	0001	4745	198	100.00	93,398.29	93,398.29
					158,641.10	158,641.10

SECTION 3

FINANCE

**Finance, Purchasing, Tax Collection,
Assessment, Assessment Appeals**

FINANCE



The Finance Department is responsible for all the financial business of the City of Meriden and such other powers and duties as may be required by ordinance or resolution of the City Council. The Director of Finance directly supervises the Division of Finance/Accounting, the Division of Tax Assessment and Collection and the Purchasing Division. The Director of Finance serves as the City's Treasurer and is the fiscal clerk of the City Council and, as such, attends the meetings of the Council's Finance Committee.

Treasurer – The Treasurer is responsible for the ongoing custody, accounting and disbursement of all City funds. The Treasurer is also responsible for the investment of the available City funds, as well as the proper record keeping of these funds. The interest income generated by these investments helps to offset the City's tax rate.

Finance/Accounting – The Finance/Accounting Division processes and controls all City accounting transactions and maintains the automated general ledger system for all departments and funds in order to provide accurate and timely financial reporting. The Division records and processes payroll payments to City employees and pension payments to all City retirees, as well as all payments to vendors and maintains the related records. The Division provides administrative support to City departments in their budget development and assists the City Manager with preparation of the annual budget. The Division prepares the City's Comprehensive Annual Financial Report (CAFR) and Federal and State Single Audit.

Assessments and Collections - The Office of Assessments and Collections is responsible for insuring that all property identified in the Connecticut General Statutes as being subject to local property taxation is appraised at its market value, as of the last revaluation date, and assessed at the state mandated 70% assessment ration. In addition, this office processes applications for certain tax saving exemptions, completes all mandated state reports, processes tax map changes, as well as addressing all assessment inquiries and explaining how assessments were determined. Most importantly, it is responsible for providing accurate data for use by taxpayers, real estate professionals, as well as members of the administration. The Office of the Assessment and Collections values all real estate, business personal property and motor vehicles within the City of Meriden. The department is also responsible for the mailing and collection of all real estate, personal property, aircraft registration, motor vehicle, and motor vehicle supplemental taxes. Water and sewer user charges are also collected. All requests for information about taxes, collection procedures, interest charges, as well as individual accounts, are handled by this office. All collected funds are remitted to the City Treasurer. The Assessments and Collections office is within the Finance Department as such reports to the Director of Finance and to the State of Connecticut.

Purchasing – Responsible for obtaining supplies, materials, equipment and professional services for all City departments through duly authorized and approved requisitions. The purchase of all commodities is made through the competitive bidding process. All professional services are obtained through the request for proposal process.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
FINANCE	1	Continue implementation of SunGard Financial applications.	1	Installation of SunGard applications for accounting purposes.	4
			2	Use installed financial applications as of June 30, 2014	5
	2	To expand and improve the City's internal financial reporting and to ensure departments and other users have easy access to those reports.	1	Train employees on the usage of installed financial systems.	5
			2	Reporting is the end result or the output of the accounting process. It is feedback on the City's financial performance and financial position. Information in reports can be critical to a manager's decision process.	5
			3	Key personnel in each department will be trained to ensure they know all the available reports and to be able to access those reports.	5
	3	To improve current accounting procedures.	1	Streamlining accounting procedures within the accounting division to perform additional tasks, which could have a impact on City operations.	5
			2	Use accounting software to make all departments more efficient.	5
	4	To improve the budget document	1	Provide more information to make it easier to formulate final budget figures.	5
	5	To improve current office procedures in the assessment and collection division.	1	Streamlining office procedures will free up time to perform more important tasks such as processing tax bills in a timelier manner and sending out delinquent notices more often.	5
	6	To improve the requisitioning process.	1	Some requisitions, depending on the nature of the purchase, need not go thru the current authorization process. Many transactions can be processed at the department level. This will save time in Finance and process payments more efficiently.	5

		2	Implementation of new accounting system to make office more efficient.	5
7	Tax/Assessor: Training	1	Continue to encourage full certification of staff for both CCMA and CCMC designations. This will result in a more educated staff that can more easily be cross trained between the two offices.	5
8	Tax/Assessor: Increase Collection Rate	1	Continue use of mailing services for more accurate delivery of tax bills and increased savings in postage.	5
		2	Continue and expand use of a collection agency to collect past due Motor Vehicle and Personal Property bills.	5
		3	Make tax records available on the City Web Site.	5
		4	Publish in the local newspaper a list of delinquent taxpayers.	5
		5	Explore the possibility of accepting credit/debit cards in the office for tax payments.	5
9	Tax/Assessor: Office Improvements	1	Install upgraded safety glass and appropriate pass-through to improve counter security.	5
		2	Renovate existing counter to allow for handicap accessibility.	5
10	Purchasing: Further use of technology	1	Continue to clean/purge the existing vendor listing.	5
11	Purchasing: Negotiation of discounts based on quick payments	1	Negotiate payment discounts for quick payment through educating the departments processing payments.	5
		2	Expanded use of the Purchase Card system; this may ultimately increase the efficiency of the payment process within the Finance Department.	5
12	Purchasing: Expand the use of the Purchasing Card system.	1	P card transactions are less costly than the traditional purchase order process. Attain levels of use that will result in rebates back to the City.	5

	13	Purchasing - update policies and procedures.	5	Update policies for best practice compliance.	2
			2	Up procedures to comply with new accounting software.	4
	14	Update and standardize language contained in contracts	1	Make more efficient use of time needed during the contract process.	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0210-40-0-0000-189	FINANCE (0210)	SEASONAL WORKERS	197	101	-	2,832	-	-	
0001-0210-40-0-0000-190	FINANCE (0210)	ADMINISTRATIVE	121,441	123,667	124,015	75,180	126,496	126,496	
0001-0210-40-0-0000-191	FINANCE (0210)	OVERTIME CONTINGENCY	1,121	1,096	500	2,611	1,000	1,000	
0001-0210-40-0-0000-196	FINANCE (0210)	MME	155,409	157,843	158,306	94,117	164,298	164,298	
0001-0210-40-0-0000-198	FINANCE (0210)	SUPERVISORS	231,537	236,482	243,186	148,173	254,979	254,979	
0001-0210-40-0-0000-352	FINANCE (0210)	VEHICLE MAINTENANCE	2,400	2,400	2,400	1,400	2,400	2,400	
0001-0210-40-0-0000-353	FINANCE (0210)	TELEPHONE	115,444	122,541	110,500	71,583	125,000	122,000	
0001-0210-40-0-0000-440	FINANCE (0210)	OFFICE EXPENSE & SUPPLIES	22,187	24,889	22,000	42,228	24,000	24,000	
0001-0210-40-0-0000-601	FINANCE (0210)	BANKING FEES	37,595	51,169	25,900	13,078	45,500	45,500	
0001-0210-40-0-0000-640	FINANCE (0210)	MEMBERSHIP & MEETINGS	2,078	5,318	2,300	1,672	5,300	3,000	
0001-0210-40-0-0000-703	FINANCE (0210)	GENERAL OFFICE SUPPLIES	13,940	(4,485)	1	(30,128)	1	1	
	FINANCE (0210) Total		703,348	721,021	689,108	422,746	748,974	743,674	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
FINANCE (0210)						
DIRECTOR OF FINANCE	0001	0210	190	100.00	126,496.49	126,496.49
FINANCE SPECIALIST	0001	0210	196	75.00	44,808.43	
FINANCE SPECIALIST	0001	0210	196	100.00	59,744.57	
PAYROLL CLERK	0001	0210	196	100.00	59,744.57	164,297.57
ACCOUNTANT	0001	0210	198	100.00	78,568.86	
ACCOUNTANT	0001	0210	198	100.00	78,568.86	
DIRECTOR OF ACCOUNTING	0001	0210	198	100.00	97,840.86	254,978.58
					545,772.64	545,772.64
FINANCE SPECIALIST	0620	0210	196	8.33	4,978.71	
FINANCE SPECIALIST	0621	0210	196	8.33	4,978.71	
FINANCE SPECIALIST	0622	0210	196	8.33	4,978.71	
					14,936.14	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0250-40-0-0000-191	PURCHASING (0250)	OVERTIME	4	299	-	21	1,000	1,000	
0001-0250-40-0-0000-196	PURCHASING (0250)	MME	134,822	145,799	149,757	91,092	167,329	167,329	
0001-0250-40-0-0000-198	PURCHASING (0250)	SUPERVISORS	99,540	101,901	102,567	62,218	104,640	104,640	
0001-0250-40-0-0000-440	PURCHASING (0250)	OFFICE EXPENSE & SUPPLIES	5,532	4,848	5,000	2,310	5,310	5,000	
0001-0250-40-0-0000-640	PURCHASING (0250)	MEMBERSHIP & MEETINGS	2,916	1,043	2,500	629	3,825	2,500	
0001-0250-40-0-0000-702	PURCHASING (0250)	STOREROOM	200	1	1	108	1	1	
PURCHASING (0250) Total			243,015	253,891	259,825	156,377	282,105	280,470	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
PURCHASING (0250)						
CLERK II	0001	0250	196	100.00	43,293.17	
CLERK III	0001	0250	196	100.00	58,792.13	
PROCUREMENT SPECIALIST	0001	0250	196	100.00	65,242.81	167,328.11
PURCHASING OFFICER	0001	0250	198	100.00	104,640.29	104,640.29
					271,968.40	271,968.40

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Department</u>	<u>City Manager</u>	<u>Finance</u>
							<u>Budget Request</u>	<u>Budget</u>	<u>Committee</u>
0001-0260-40-0-0000-191	TAX COLLECTOR(0260)	OVERTIME	-	-	-	-	6,188	6,188	
0001-0260-40-0-0000-196	TAX COLLECTOR(0260)	MME	-	-	-	-	189,064	213,699	
0001-0260-40-0-0000-198	TAX COLLECTOR(0260)	CWA	-	-	-	-	147,696	147,696	
0001-0260-40-0-0000-440	TAX COLLECTOR(0260)	OFFICE EXPENSE & SUPPLIES	-	-	-	-	85,000	85,000	
0001-0260-40-0-0000-640	TAX COLLECTOR(0260)	MEMBERSHIPS & MEETINGS	-	-	-	-	1,450	1,450	
TAX COLLECTOR(0260) Total			-	-	-	-	429,398	454,033	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
COLLECTIONS (0260)						
ACCOUNT CLERK	0001	0260	196	100.00	54,809.15	
ACCOUNT CLERK	0001	0260	196	100.00	54,809.15	
ACCOUNT CLERK	0001	0260	196	100.00	49,271.18	
ACCOUNT CLERK	0001	0260	196	100.00	54,809.15	213,698.63
DELINQUENT REVENUE COLLEC	0001	0260	198	100.00	58,191.43	
TAX COLLECTOR	0001	0260	198	100.00	89,504.46	147,695.89
					361,394.52	361,394.52

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0275-40-0-0000-191	SSESS & COLLECT(027)	OVERTIME	8,117	14,872	4,500	12,583	-	-	
0001-0275-40-0-0000-196	SSESS & COLLECT(027)	MME	402,346	444,250	412,809	228,328	-	-	
0001-0275-40-0-0000-198	SSESS & COLLECT(027)	SUPERVISORS	229,467	276,003	237,582	122,239	-	-	
0001-0275-40-0-0000-350	SSESS & COLLECT(027)	GASOLINE	261	197	275	76	-	-	
0001-0275-40-0-0000-352	SSESS & COLLECT(027)	VEHICLE MAINTENANCE	56	14	150	-	-	-	
0001-0275-40-0-0000-388	SSESS & COLLECT(027)	AUDIT	9,750	2,500	3,000	2,000	-	-	
0001-0275-40-0-0000-390	SSESS & COLLECT(027)	REVALUATION	239,951	7,895	15,000	6,945	-	-	
0001-0275-40-0-0000-440	SSESS & COLLECT(027)	OFFICE EXPENSE & SUPPLIES	97,659	95,679	97,000	35,305	-	-	
0001-0275-40-0-0000-500	SSESS & COLLECT(027)	CAPITAL EQUIPMENT	-	239	-	-	-	-	
0001-0275-40-0-0000-640	SSESS & COLLECT(027)	MEMBERSHIP & MEETINGS	1,853	2,495	3,000	838	-	-	
ASSESS & COLLECT(0275) Total			989,459	844,145	773,316	408,314	-	-	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
ASSESSMENT (0280)						
ASSESSMENT TECHNICIAN	0001	0280	196	100.00	59,744.57	
ASSESSMENT TECHNICIAN	0001	0280	196	100.00	59,744.57	
ASSESSMENT TECHNICIAN	0001	0280	196	100.00	56,302.77	
DEPUTY CITY ASSESSOR	0001	0280	196	100.00	69,052.61	244,844.52
CITY ASSESSOR	0001	0280	198	100.00	93,379.26	93,379.26
					338,223.78	338,223.78

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
ASSESSMENT APPEALS (0281)						
BOARD OF TAX RELIEF	0001	0281	189	100.00	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.00	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.00	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.00	500.00	
BOARD OF TAX RELIEF	0001	0281	189	100.00	500.00	2,500.00
					2,500.00	2,500.00

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Department</u> <u>Budget Request</u>	<u>City Manager</u> <u>Budget</u>	<u>Finance</u> <u>Committee</u>
0001-0281-40-0-0000-189	ASSESSMENT APPEALS (0281)	MISC PART-TIME	5,000	2,500	2,500	-	2,500	2,500	
0001-0281-40-0-0000-440	ASSESSMENT APPEALS (0281)	OFFICE EXPENSE & SUPPLIES	375	-	250	222	250	250	
ASSESSMENT APPEALS (0281) Total			5,375	2,500	2,750	222	2,750	2,750	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Department</u> <u>Budget Request</u>	<u>City Manager</u> <u>Budget</u>	<u>Finance</u> <u>Committee</u>
0001-0200-40-0-0000-601	CONTINGENCY (0200)	CONTINGENCY	-	-	480,000	-	500,000	500,000	
CONTINGENCY (0200) Total			-	-	480,000	-	500,000	500,000	

City of Meriden
2015 City Manager Recommended Budget

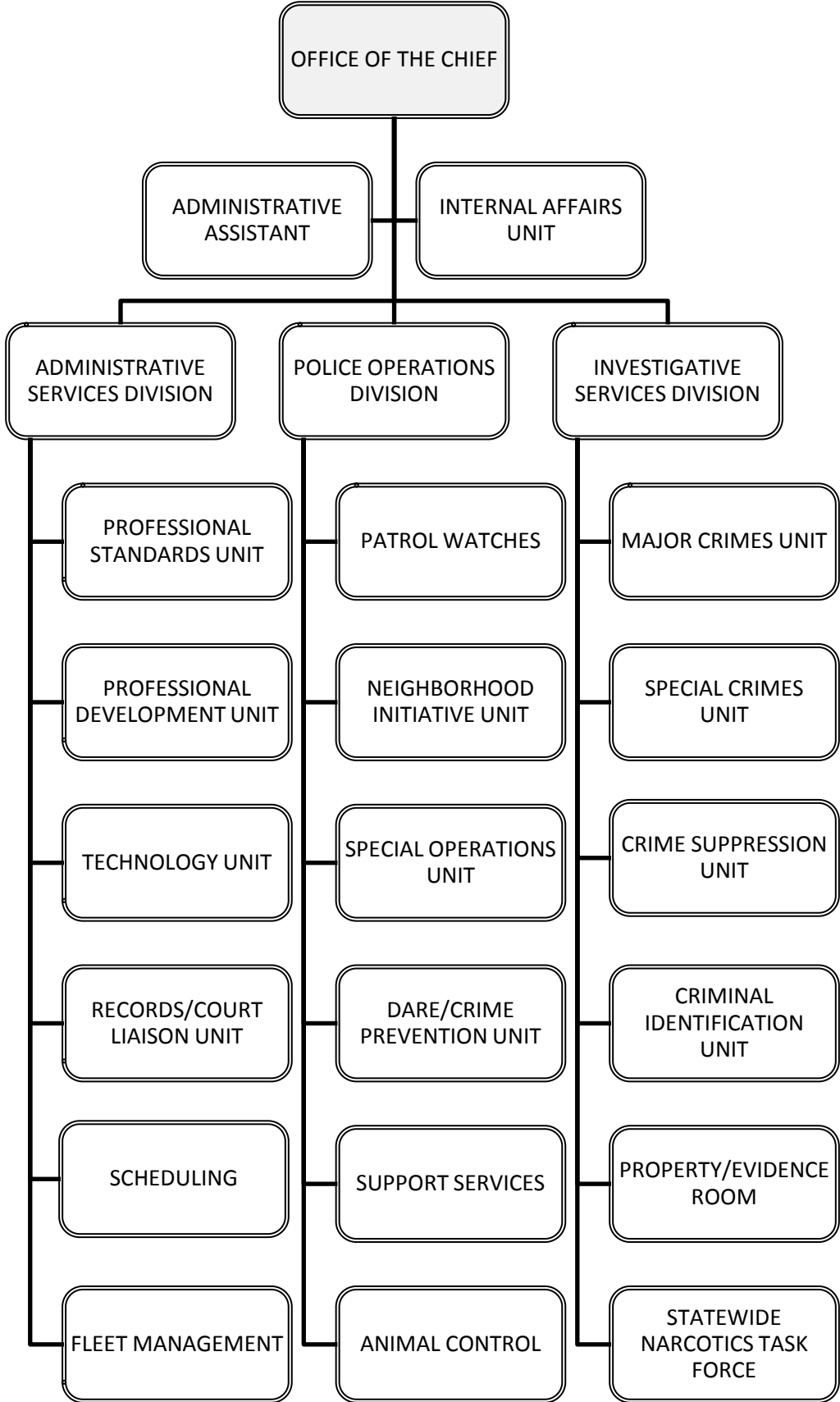
			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-5211-40-5-0000-301	DEBT SERVICE (5211)	PRINCIPAL BONDS	8,959,161	8,597,000	8,234,000	7,284,000	9,048,203	9,048,203	
0001-5211-40-5-0000-302	DEBT SERVICE (5211)	INTEREST BONDS	3,237,005	2,806,101	3,247,944	2,517,942	2,900,225	2,900,225	
0001-5211-40-5-0000-309	DEBT SERVICE (5211)	BABS FEDERAL SUBSIDY	(265,845)	(248,715)	(253,376)	(117,566)	(245,895)	(245,895)	
0001-5211-40-5-0000-310	DEBT SERVICE (5211)	PMT TO REFUNDED BOND ESCROW A	-	-	-	-	-	-	
0001-5211-40-5-0000-311	DEBT SERVICE (5211)	REFUNDING INTEREST EXPENSE	-	-	-	-	-	-	
0001-5211-40-5-0000-699	DEBT SERVICE (5211)	TRANSFER IN - PREMIUM	-	-	(84,147)	(84,147)	(558,112)	(558,112)	
DEBT SERVICE (5211) Total			11,930,321	11,154,386	11,144,421	9,600,229	11,144,421	11,144,421	
Grand Total			181,091,797	183,925,930	180,169,160	104,110,838	192,876,164	185,431,614	-
City Expenditures (not including the BOE)					80,560,820		91,878,258	85,823,274	-
Second Taxing District (dept. 3357)					1,448,114		1,473,591	1,473,591	-
TOTAL EXPENDITURES			181,091,797	183,925,930	180,169,160	104,110,838	192,876,164	185,431,614	-
TOTAL REVENUES			180,114,654	184,921,274	180,169,162	118,917,743	181,255,978	185,431,614	-
Variance			(977,143)	995,344	2	14,806,905	(11,620,186)	-	-

SECTION 4

PUBLIC SAFETY

**Police, Fire, South Meriden Volunteer
Fire Department, Emergency
Communications, Emergency
Management**

POLICE



POLICE OPERATIONS DIVISION: The Operations Division, commanded by a Captain, consists of three (3) watches of uniformed patrol, the Neighborhood Initiative Unit, the Reserve Police Unit, Police Service Technicians, School Resource Officers, Traffic/Accident Investigation Unit, ATV Patrol, Bicycle Patrol the Animal Control Officers, and the School Crossing Guards.

Each patrol watch is commanded by a Lieutenant and provides police services on a 24-hour basis including preventive patrol, the apprehension of violators, responding to quality of life calls for service, and the investigation of crimes and traffic accidents. Patrol Officers assigned to these watches are responsible for the preliminary investigation of all complaints, follow-up investigation of all minor cases and those major cases not assigned to the Detective Division.

NEIGHBORHOOD INITIATIVE UNIT - The Neighborhood Initiative Unit is made up of ten (10) neighborhood patrol areas and five (5) School Resource Officers. The unit is commanded by a Lieutenant and there is one Sergeant assigned to the unit as a supervisor. Officers assigned to the Neighborhood Initiative Unit address the needs of specific core neighborhoods within the city by the means of foot patrol bicycle patrol, and directed motor patrols. Their mission is to address all criminal activity and quality of life issues within these areas.

SCHOOL RESOURCE OFFICER PROGRAM - School Resource Officers are assigned to each public, middle and high school. These officers work closely with the school's faculty to help foster relationships with the students and to improve the overall safety and security of the educational environment.

PROFESSIONAL STANDARDS UNIT - Officers assigned to the Professional Standards Unit report directly to the Office of the Chief of Police, which encompasses both the Chief and Deputy Chief of Police. These officers investigate allegations of police misconduct, police-involved uses of force, and any other internal investigations deemed appropriate by the Chief of Police in order to ensure the Department's integrity and the public's trust. In addition, the Professional Standards Unit is responsible for conducting pre-employment background investigations, audits and inspections within the Department, policy development, and accreditation compliance. The Professional Standards Unit is commanded by a Lieutenant and has two Sergeants assigned as investigators.

SPECIAL OPERATIONS UNIT - The Special Operations Unit is comprised of the Special Weapons and Tactics Team (SWAT) and the Crisis Negotiation Team (CNT) and they are collateral duty assignments.

All SWAT operators are specially trained police officers who work in their normal assignments daily. These officers are made up of patrol officers, detectives, and supervisors. SWAT operators receive training twice a month in a wide variety of emergency services including hostage rescue, breaching, high risk warrant service, marksmanship, rappelling, active shooter response, and

search and clear tactics. SWAT operators must meet stringent physical fitness requirements and must attend the Department's basic SWAT training school for two weeks prior to appointment. The Crisis Negotiation Team responds to incidents that involve barricaded subjects, suicidal subjects, and hostage situations. Using highly skilled and trained negotiators, the team strives to resolve incidents as peacefully as possible, thereby reducing the risk of injury or loss of life for citizens and officers alike. The CNT works closely with the SWAT Team in order to fulfill this mission.

DETECTIVE DIVISION - The Detective Division consists of the Major Crimes/Identification Unit, the Special Crimes Unit, and the Crime Suppression Unit. Each unit is responsible for the investigation of all major crimes, crimes involving juveniles, sex crimes, and narcotics and vice investigations, and any criminal matters assigned and/or referred to it. The Detective Division is commanded by a Detective Lieutenant and has three (3) Detective Sergeants assigned as unit supervisors.

ADMINISTRATIVE SERVICES DIVISION - The Administrative Services Division is commanded by a Captain and is responsible for the Records Management Unit, the Technology Unit, the Court Liaison Unit, the Property and Evidence Unit, Agency Owned Property, Plant and Facility Management, Fleet Management, Grants, Research and Development, and the Professional Development Unit. Some of these specific units have supervisors and commanders assigned to them.

TECHNOLOGY UNIT AND RECORDS MANAGEMENT - The Technology Unit is responsible for implementing, maintaining, and improving the Management Information System (MIS) within the Department. The Records Management Unit prepares monthly and annual statistics mandated by Federal and State law, maintenance and storage of all records within the agency, and case management.

PROFESSIONAL DEVELOPMENT UNIT - The Professional Development Unit provides training and career development for members of the Department, along with certification maintenance, academy training, coordination and implementation of the Field Training Program, along with recruitment and selection. All personnel training records, mandated training initiatives, firearms training and qualifications, etc, are maintained by the Professional Development Unit.

CRIME PREVENTION UNIT - This unit organizes resources to reduce crime and help solve neighborhood issues through a coordination of effort with various groups within the City. Programs include the DARE (Drug Abuse and Resistance Education) and GREAT (Gang Resistance Education and Training), in addition to programs for our youth, the Neighborhood Watch program, Crime Stoppers, the Citizens Police Academy, and TRIAD.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
POLICE	1	To continue to meet the ongoing service demands of the community by responding to calls for service in a timely and efficient manner.	1	Maintain authorized staff of 124 sworn officers. Fill vacancies with certified officers in an effort to reduce training time and costs. Continue the effort to reduce work-related injuries.	1
	2	To continue to increase selective enforcement efforts in the City to reduce injuries, fatalities, and property damage associated with careless, negligent, distracted and aggressive driving.	2	Add a Traffic Officer to the day shift during the peak hours of travel.	1
			1	Continue to participate in State Grants that enable us to provide DWI checkpoints at key times during the year.	1
	3	To continue to enhance the quality of life of our citizens and meet the needs and address the ongoing concerns of the inner-city neighborhoods, the local businesses, and schools by providing personalized police services through a highly successful and proven proactive policing strategy.	1	Maintain or expand current staffing levels within the Neighborhood Initiative Unit	1
			2	Maintain the current SRO Program of 5 officers dedicated to the middle and high schools.	1
			3	Continue to work in partnership with the Council of Neighborhoods in order to improve the quality of life within the inner city neighborhoods.	1
	4	To continue to fully implement a modern, state-of-the-art, Public Safety Software & Computer Infrastructure and enhance the efficiency of operation.	1	Implement Scheduling Software with a Payroll Interface	1
			2	Continue to build the necessary software components and modules to assist in data collection and "Hot Spot" analysis.	1
	5	To continue to work in collaboration and partnership with various private and municipal organizations within the C4R Committee which includes: Police Department, Health Department, Clergy, Boys & Girls Club, YMCA, Board of Education and City Officials.	1	Obtain Youth Violence Prevention Program Grant.	1
			2	Continue to develop new opportunities for middle and high school aged youth in an attempt to develop better youth/police relations.	1
	6	To continue to pursue federal and state grants to enhance the police imperative and further the mission of the agency in the most efficient and effective manner possible, while maximizing Department resources.	1	Secure funding through available grant programs, such as USDOJ Byrne/JAG Grants.	1

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-2605-40-0-0000-500	POLICE (2605)	CAPITAL EQUIPMENT	-	12,735	-	-	-	-	
0001-2605-40-2-0000-190	POLICE (2605)	ADMINISTRATIVE	215,617	218,999	219,627	133,055	223,760	223,760	
0001-2605-40-2-0000-191	POLICE (2605)	OVERTIME	1,262,423	1,367,843	837,600	657,778	1,000,000	950,000	
0001-2605-40-2-0000-192	POLICE (2605)	OTHER NON UNION	82,385	89,300	74,296	42,305	94,064	94,064	
0001-2605-40-2-0000-194	POLICE (2605)	PUBLIC WORKS	76,853	108,209	72,583	44,970	77,401	77,401	
0001-2605-40-2-0000-196	POLICE (2605)	MME	657,131	663,205	495,430	312,077	555,025	528,683	
0001-2605-40-2-0000-197	POLICE (2605)	POLICE PATROL	8,078,201	8,330,302	8,796,475	5,024,955	8,884,345	8,745,271	
0001-2605-40-2-0000-198	POLICE (2605)	SUPERVISORS	63,167	66,207	66,383	40,250	69,246	69,246	
0001-2605-40-2-0000-199	POLICE (2605)	CROSSING GUARDS	303,282	324,252	293,844	157,731	326,684	306,599	
0001-2605-40-2-0000-350	POLICE (2605)	GASOLINE	265,552	294,315	265,000	167,949	270,000	270,000	
0001-2605-40-2-0000-352	POLICE (2605)	VEHICLE MAINTENANCE	82,199	80,035	85,000	15,707	91,500	85,000	
0001-2605-40-2-0000-380	POLICE (2605)	COMMUNICATIONS & MAINTENANCE	91,487	64,257	75,000	43,523	100,800	89,000	
0001-2605-40-2-0000-381	POLICE (2605)	TRAINING	153,886	159,577	155,000	74,097	188,500	170,000	
0001-2605-40-2-0000-382	POLICE (2605)	SOUTH CENTRAL JUSTICE	11,600	11,800	12,000	11,800	12,125	12,125	
0001-2605-40-2-0000-390	POLICE (2605)	EXPLORERS/AUXILIARY POLICE	6,530	7,500	7,500	5,750	8,000	7,500	
0001-2605-40-2-0000-391	POLICE (2605)	CANINE UNIT	4,059	4,730	4,000	2,377	7,000	4,000	
0001-2605-40-2-0000-392	POLICE (2605)	BICYCLE PATROL	131	-	-	2,151	5,200	2,500	
0001-2605-40-2-0000-443	POLICE (2605)	POLICE EXPENSE & SUPPLIES	104,338	95,203	107,500	57,108	110,800	107,500	
0001-2605-40-2-0000-490	POLICE (2605)	ACCREDITATION	-	50	-	-	1,750	1,750	
0001-2605-40-2-0000-491	POLICE (2605)	CRIME PREVENTION	9,855	11,755	11,000	2,510	11,000	11,000	
0001-2605-40-2-0000-492	POLICE (2605)	HOSTAGE CRISIS	17,856	18,532	25,000	17,308	36,000	20,000	
0001-2605-40-2-0000-510	POLICE (2605)	MIS TECHNOLOGY	207,472	217,955	240,000	156,310	253,843	247,843	
0001-2605-40-2-0000-640	POLICE (2605)	MEMBERSHIP & MEETINGS	5,992	7,176	6,000	5,967	8,000	6,000	
0001-2605-40-2-0000-699	POLICE (2605)	TRANSFER OUT - DOG FUND	15,000	10,000	10,000	-	15,000	15,000	
0001-2605-40-2-0000-709	POLICE (2605)	POLICE PRIVATE DUTY	(31,621)	19,543		1	27,405	1	
0001-2605-40-2-0191-699	POLICE (2605)	TRANSFER OUT - LAW ENF BLOCK (152)	-	6,950	-	(4,659)	-	-	
	POLICE (2605) Total		11,683,394	12,190,430	11,859,239	6,998,424	12,350,044	12,044,243	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
POLICE (2605)						
POLICE CHIEF	0001	2605	190	100.00	118,747.54	
POLICE DEPUTY CHIEF	0001	2605	190	100.00	105,012.85	223,760.39
TOWING ENFORCEMENT OFFICER	0001	2605	192	100.00	19,760.00	
POLICE SERVICE TECHNICIAN	0001	2605	192	100.00	14,860.71	
POLICE SERVICE TECHNICIAN	0001	2605	192	100.00	14,860.71	
POLICE SERVICE TECHNICIAN	0001	2605	192	100.00	14,860.71	
POLICE SERVICE TECHNICIAN	0001	2605	192	100.00	14,860.71	
POLICE SERVICE TECHNICIAN	0001	2605	192	100.00	14,860.71	94,063.55
AUTOMOTIVE MECHANIC	0001	2605	194	100.00	77,400.86	77,400.86
ADMINISTRATIVE ASSISTANT	0001	2605	196	100.00	65,242.81	
ASSISTANT DOG WARDEN	0001	2605	196	100.00	54,809.16	
ASSISTANT DOG WARDEN	0001	2605	196	100.00	39,916.31	
DOG WARDEN	0001	2605	196	100.00	61,309.65	
DOG WARDEN ASSISTANT	0001	2605	196	100.00	12,987.95	
POLICE RECORDS CLERK	0001	2605	196	100.00	50,176.78	
POLICE RECORDS CLERK	0001	2605	196	100.00	50,176.78	
POLICE RECORDS CLERK	0001	2605	196	100.00	23,833.97	
POLICE RECORDS/FLEET CLER	0001	2605	196	100.00	50,176.78	
PROPERTY TECHNICIAN	0001	2605	196	100.00	65,242.81	
SCHEDULING CLERK - POLICE	0001	2605	196	100.00	54,809.15	528,682.13
POLICE CAPTAIN	0001	2605	197	100.00	95,838.57	
POLICE CAPTAIN	0001	2605	197	100.00	95,838.57	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
POLICE (2605) cont'd						
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE B	0001	2605	197	100.00	75,586.28	
POLICE DETECTIVE LIEUTENA	0001	2605	197	100.00	91,479.43	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.00	83,157.43	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.00	83,157.43	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.00	83,157.43	
POLICE DETECTIVE SERGEANT	0001	2605	197	100.00	83,157.43	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
Job Title	Fund	Dept	Obl	Percentage	<u>Budget</u> Amount	<u>Object</u> Total
POLICE (2605) cont'd						
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE LIEUTENANT	0001	2605	197	100.00	87,099.43	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	65,748.57	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	65,748.57	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	66,487.77	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
Job Title	Fund	Dept	Obl	Percentage	<u>Budget</u> Amount	<u>Object</u> Total
POLICE (2605) cont'd						
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	69,566.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	69,566.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	57,618.97	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	70,418.06	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
Job Title	Fund	Dept	Obl	Percentage	<u>Budget</u> Amount	<u>Object</u> Total
POLICE (2605) cont'd						
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	65,616.57	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	65,616.57	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	70,418.06	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	70,418.06	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	49,547.35	
POLICE OFFICER	0001	2605	197	100.00	49,547.35	
POLICE OFFICER	0001	2605	197	100.00	49,547.35	
POLICE OFFICER	0001	2605	197	100.00	49,547.35	
POLICE OFFICER	0001	2605	197	100.00	48,986.51	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
POLICE (2605) cont'd						
POLICE OFFICER	0001	2605	197	100.00	48,986.51	
POLICE OFFICER	0001	2605	197	100.00	68,089.37	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	69,566.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
POLICE OFFICER	0001	2605	197	100.00	71,998.86	
<i>POLICE OFFICER to Detective position</i>	0001	2605	197	100.00	(71,998.86)	
<i>POLICE OFFICER(Grant portion)</i>	0001	2605	197	100.00	(56,451.00)	
<i>POLICE OFFICER(Grant portion)</i>	0001	2605	197	100.00	(56,451.00)	
<i>POLICE OFFICER(Grant portion)</i>	0001	2605	197	100.00	(56,451.00)	
<i>POLICE OFFICER(Grant portion)</i>	0001	2605	197	100.00	(56,451.00)	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
POLICE (2605) cont'd						
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
DEPARTMENT ATTRITION	0001	2605	197	100.00	(139,074.00)	8,745,270.19
TECHNOLOGY SUPPORT SPECIA	0001	2605	198	100.00	69,245.71	69,245.71

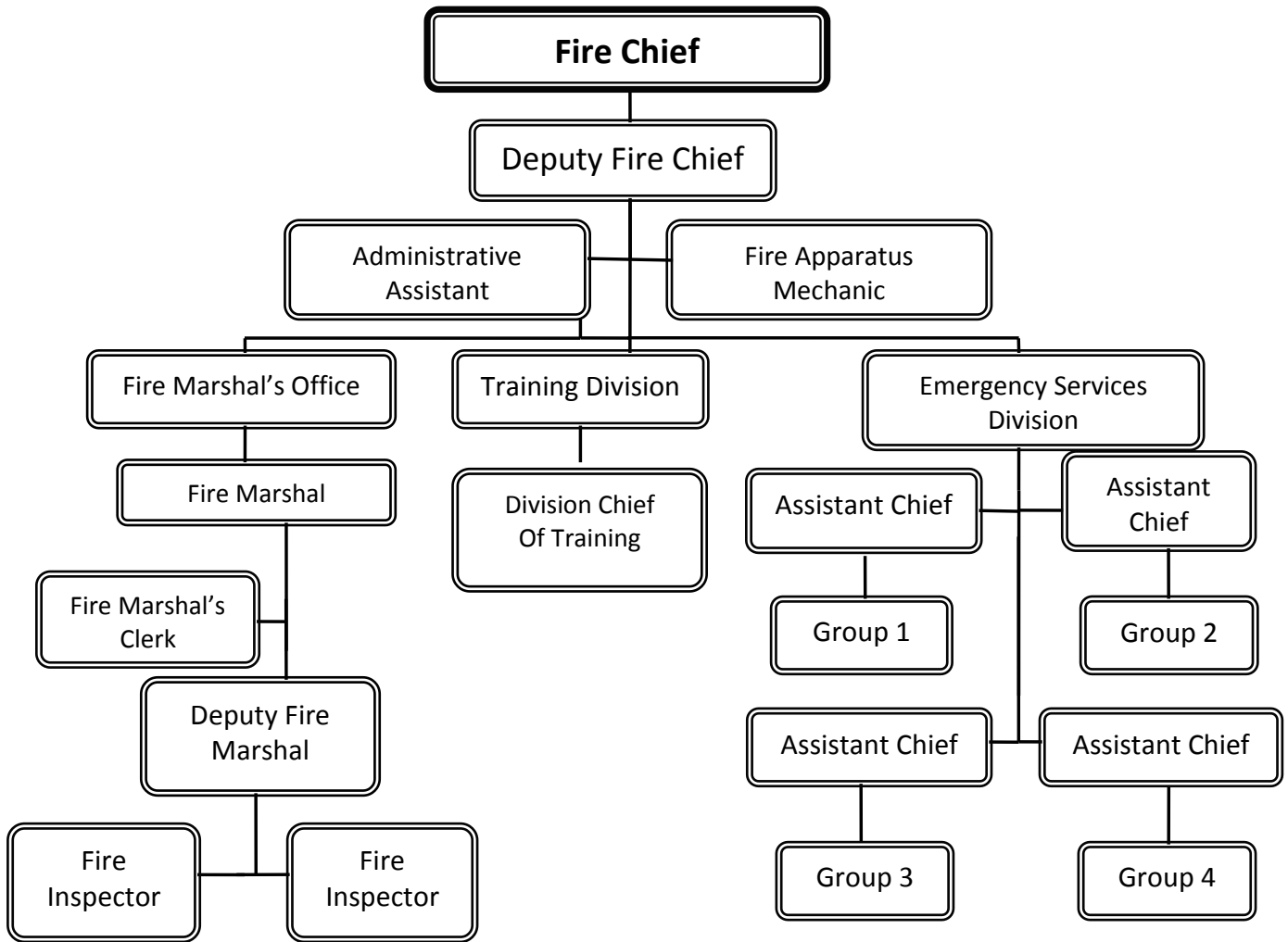
2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
POLICE (2605) cont'd						
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
DEPARTMENT ATTRITION	0001	2605	197	100.00	(139,074.00)	8,745,270.19
TECHNOLOGY SUPPORT SPECIA	0001	2605	198	100.00	69,245.71	69,245.71

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
POLICE (2605) cont'd						
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
POLICE SERGEANT	0001	2605	197	100.00	79,194.57	
DEPARTMENT ATTRITION	0001	2605	197	100.00	(139,074.00)	8,745,270.19
TECHNOLOGY SUPPORT SPECIA	0001	2605	198	100.00	69,245.71	69,245.71

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
Job Title	Fund	Dept	Obl	Percentage	<u>Budget</u> Amount	<u>Object</u> Total
POLICE (2605) cont'd						
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	9,270.21	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	1,859.01	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	1,961.32	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	9,452.16	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	13,390.28	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
Job Title	Fund	Dept	Obl	Percentage	<u>Budget</u> Amount	<u>Object</u> Total
POLICE (2605) cont'd						
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	7,596.69	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	10,042.71	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	-	
SCHOOL TRAFFIC GUARD	0001	2605	199	100.00	-	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,467.82	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,467.82	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,519.44	
SUBSTITUTE CROSSING GUARD	0001	2605	199	100.00	1,467.82	306,598.08
					10,045,020.92	10,045,020.92

FIRE AND EMERGENCY SERVICES



The City of Meriden Department of Fire and Emergency Services, is rich in tradition and pride. Under the leadership of Fire Chief Kenneth E. Morgan, the department has provided fire services for over 140 years. Our firefighters provide quality fire and emergency services to the community. Coupled with the City's commitment to staying abreast of the newest in technology and equipment, the Meriden Fire Department ensures to add value to Meriden's standard of living. With a continued emphasis on public fire education and prevention, combined with highly trained firefighters equipped with the latest technology, we strive to continue quality service to the public and our City's visitors well into on into the future.

It is the mission that the City of Meriden Department of Fire and Emergency Services provide a team-based approach to deliver effective and efficient services to the community in the following programs:

- ▶ Fire Prevention
- ▶ Public Fire Education
- ▶ Fire Suppression
- ▶ Hazardous Material Incident Mitigation
- ▶ Technical Rescue
- ▶ Emergency Medical Services
- ▶ Community Involvement

The delivery of the following programs by the staff and the team of the Meriden Fire Department are affected with professionalism, integrity, compassion and optimism often under adverse and difficult circumstances:

Fire Prevention - The Fire Marshal's office is staffed with four uniformed personnel and one full time clerk to enforce the Connecticut State Life Safety Fire Code, deliver plan reviews for new businesses and those who renovate or expand, issue the appropriate permits for hazardous materials and explosives, investigate all fires for cause and origin, develop and issue plans for general fire prevention, and assist with public fire education. The staff works closely with other city agencies to help ensure that a reasonable standard of housing and safety is maintained.

Public Fire Education - The Department utilizes on duty fire companies, the Fire Marshal's office, the Training Division, and administrative staff to deliver fire education programs to age groups from pre-school to senior citizens. Fire prevention, survival from fire, and the proper use of fire extinguishers are just some examples of this program. Call 203.630.5868 to schedule a program.

Fire Suppression - The Department operates five engine companies, one ladder company, and an Assistant Chief (Shift Commander) 24/7 to suppress fires in buildings, vehicles and the woodlands. Buildings range from single and multiple family dwellings, health-care facilities, commercial and manufacturing businesses to high rise structures. The Incident Command System, along with standard operating procedures, is utilized to provide for life safety to civilians and firefighters, incident stabilization and property conservation. Fire companies also conduct annual building surveys to preplan target buildings that pose a high risk to life or property in the event of fire.

Hazardous Materials Incident Mitigation - The Fire Department is charged with planning for and managing incidents that involve hazardous materials or substances. The Department members are trained at the defensive operational level with regards to dyking, patching, controlling hazardous products, and provide decontamination to responders and civilians. The incident command system is used to provide control and coordinate operations including evacuating residents, activating other support agencies such as the State of Connecticut Department of Energy and Environmental Services, the State Department of Transportation, the State Fire Marshals Office, and other public or private entities as required. The Department is part of the northern division of the DEMHS Region 2 New Haven Area Special Hazards Team.

Technical Rescue - The Department delivers an array of technical rescue services with on duty fire companies trained in high angle, confined space, water and ice rescue, and in elevator, vehicle, and machinery extrication.

Emergency Medical Services - The Meriden Fire Department has provided basic life support to the community since the 1940s. Firefighters trained as emergency medical technicians and are first responders to calls involving heart attacks, strokes, trauma from injury or accidents, pre-hospital child delivery or medical emergencies from illness. The ability to arrive on scene with well trained and equipped personnel within an average of four minutes is one of the keys to success in delivering timely pre-hospital care at the first responder level. The Meriden Fire Department has a critical role in Emergency Medical Services for the citizens of Meriden, and as such, we continue to advance the services and skills of our firefighters.

Community Involvement - Meriden's fire service is actively involved with the community and its events. The United Way, the Meriden Chapter of the Salvation Army, the Muscular Dystrophy Association, the Meriden Public School System, and the Meriden Daffodil Festival are just a few of the partnerships the Department has within the community. Support of the community police program, neighborhood associations, and all city agencies and non-profit organizations is vital to maintaining and improving the quality of life in Meriden.

<u>DEPARTMENT</u>	<u>GOAL NUM</u>	<u>DESCRIPTION</u>	<u>OBJ NUM</u>	<u>OBJECTIVE</u>	<u>QUARTER</u>
FIRE	1	Ensure the MFD is providing cost effective and efficient services to the citizens	1	Continue to review all operations to ensure effective service to the community.	1
			2	Review service policies to ensure safe and effective service.	1
			3	Continue research to ensure the department is utilizing "start of the art" operational tactics, equipment and providing cost efficient services.	1
			4	Begin a feasibility study to expand level of care of first responders in Emergency Medical Responders.	3
	2	Continue to monitor service connected injuries to reduce the off work time of firefighters	1	Follow up on all work related injuries to determine if safety issues need to be addressed.	1
			2	Continue to monitor all cased to ensure that they are hassled efficiently and are working toward desired outcomes.	1
			3	Continue the review of work injury cases with the risk manager and Case Administrators.	1
			4	Develop a wellness equipment replacement program aimed at continued fitness.	1

	3	Install, test and begin operation of Computer Data Terminals (CDT's) in Department Vehicles.	1	Apply for grant funding for the purchase and installation of I pad based Computer Data terminals in all fire apparatus.	1
			2	Install infrastructure (wireless Access points) to support seamless operation of a Computer Data Terminals in the fire apparatus.	1
			3	Purchase and install equipment.	2
			4	Begin the testing of the CDTs in fire apparatus.	2
			5	Go live with the CDTs in fire apparatus.	1
	4	Begin the process to gain accreditation of the department through the Center of Fire Accreditation International	1	Assign a team to begin the drafting of the Standards of Cover document.	1
			2	Send 2 department members to the accreditation workshop to learn the process and begin development of the required documentation.	3
			3	Collect data for the development of a stands coverage document.	1
			4	Draft the standards of cover Document.	3
	5	Expand the communications and alerting systems to ensure effective station alerting and alerting and recall of off duty personnel when needed	1	Zetron	1
			2	Everbridge	1
			3	staffing program	1

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-2610-40-0-0000-500	FIRE (2610)	CAPITAL EQUIPMENT	3,925	-	-	-	-	-	
0001-2610-40-2-0000-190	FIRE (2610)	ADMINISTRATIVE	195,839	199,044	199,598	131,389	303,331	204,310	
0001-2610-40-2-0000-191	FIRE (2610)	OVERTIME CONTINGENCY	1,220,733	950,903	930,000	613,075	950,000	950,000	
0001-2610-40-2-0000-194	FIRE (2610)	PUBLIC WORKS	70,022	70,954	72,583	43,138	72,583	72,583	
0001-2610-40-2-0000-195	FIRE (2610)	FIRE	6,425,762	6,679,063	6,869,401	4,013,802	6,951,997	6,951,997	
0001-2610-40-2-0000-196	FIRE (2610)	MME	97,691	101,435	103,441	61,194	108,536	108,536	
0001-2610-40-2-0000-350	FIRE (2610)	GASOLINE	58,339	56,696	50,000	32,350	55,000	55,000	
0001-2610-40-2-0000-352	FIRE (2610)	VEHICLE MAINTENANCE	45,852	50,541	55,000	34,243	62,690	58,000	
0001-2610-40-2-0000-380	FIRE (2610)	COMMUNICATIONS & MAINTENANCE	17,950	18,026	30,361	7,437	44,997	31,997	
0001-2610-40-2-0000-381	FIRE (2610)	TRAINING	14,390	21,677	31,730	12,812	51,665	38,665	
0001-2610-40-2-0000-390	FIRE (2610)	PHYSICALS	27,928	30,106	34,987	3,017	39,778	37,778	
0001-2610-40-2-0000-394	FIRE (2610)	RECRUITMENT	-	-	-	12,615	-	-	
0001-2610-40-2-0000-413	FIRE (2610)	MAINT SUPPLIES	25,874	34,663	28,500	20,864	40,500	34,000	
0001-2610-40-2-0000-414	FIRE (2610)	HEAT ENERGY LIGHTS	118,250	125,675	120,000	65,586	120,000	120,000	
0001-2610-40-2-0000-440	FIRE (2610)	OFFICE EXPENSE & SUPPLIES	18,824	15,666	16,000	8,241	28,100	16,000	
0001-2610-40-2-0000-503	FIRE (2610)	FIRE EQUIPMENT	64,914	73,286	79,653	24,054	141,410	75,000	
0001-2610-40-2-0000-640	FIRE (2610)	MEMBERSHIP & MEETINGS	4,998	5,058	5,250	3,805	13,725	12,000	
	FIRE (2610) Total		8,411,289	8,432,792	8,626,504	5,087,623	8,984,312	8,765,866	

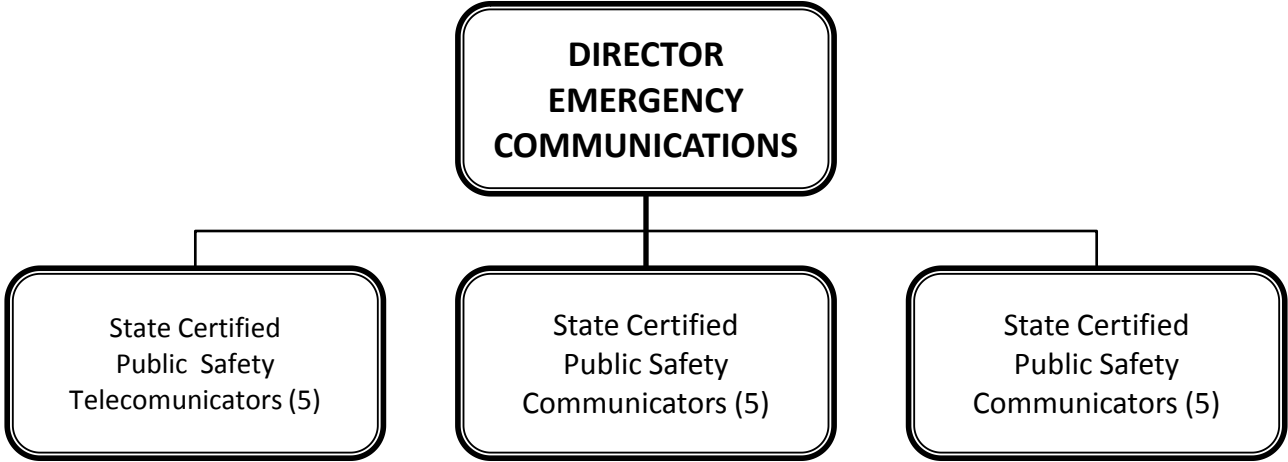
2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
FIRE (2610)						
DEPUTY FIRE CHIEF	0001	2610	190	100.00	99,021.37	
DEPUTY FIRE CHIEF	0001	2610	190	100.00	-	
FIRE CHIEF	0001	2610	190	100.00	105,288.42	204,309.79
AUTOMOTIVE MECHANIC	0001	2610	194	100.00	72,582.86	72,582.86
ASSISTANT FIRE CHIEF	0001	2610	195	100.00	91,301.10	
ASSISTANT FIRE CHIEF	0001	2610	195	100.00	91,301.10	
ASSISTANT FIRE CHIEF	0001	2610	195	100.00	91,301.10	
ASSISTANT FIRE CHIEF	0001	2610	195	100.00	91,301.10	
DEPUTY FIRE MARSHALL	0001	2610	195	100.00	82,740.29	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE CAPTAIN	0001	2610	195	100.00	82,716.30	
FIRE FIGHTER	0001	2610	195	100.00	64,921.50	
FIRE FIGHTER	0001	2610	195	100.00	64,813.98	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	64,383.90	
FIRE FIGHTER	0001	2610	195	100.00	66,904.50	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
FIRE (2610) cont'd						
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	64,061.34	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	57,217.74	
FIRE FIGHTER	0001	2610	195	100.00	64,061.34	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	63,846.30	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,110.32	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	66,904.50	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	66,548.76	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	
FIRE FIGHTER	0001	2610	195	100.00	68,590.80	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department	City Manager	Finance
							Budget Request	Budget	Committee
0001-2619-40-0-0000-500	S.M.V.F.D. (2619)	CAPITAL EQUIPMENT	5,900	-	-	-	-	-	
0001-2619-40-2-0000-200	S.M.V.F.D. (2619)	FIREFIGHTER PHYSICALS	3,862	7,122	5,000	2,951	8,000	6,500	
0001-2619-40-2-0000-235	S.M.V.F.D. (2619)	SMVFD MERIT PLAN	-	85,000	85,000	85,000	85,000	85,000	
0001-2619-40-2-0000-236	S.M.V.F.D. (2619)	SMVFD MERIT PLAN ADMINISTRATION	-	-	10,000	-	10,000	10,000	
0001-2619-40-2-0000-271	S.M.V.F.D. (2619)	HEPATITIS VACINE	1,000	1,176	-	-	1,000	1,000	
0001-2619-40-2-0000-350	S.M.V.F.D. (2619)	GASOLINE	2,311	2,098	2,500	2,126	3,500	2,500	
0001-2619-40-2-0000-352	S.M.V.F.D. (2619)	VEHICLE MAINTENANCE	3,901	3,438	3,500	797	3,500	3,500	
0001-2619-40-2-0000-357	S.M.V.F.D. (2619)	FEES	518	-	-	-	-	-	
0001-2619-40-2-0000-380	S.M.V.F.D. (2619)	COMMUNICATION & MAINTENANCE	4,307	6,411	6,000	2,203	7,100	6,500	
0001-2619-40-2-0000-381	S.M.V.F.D. (2619)	TRAINING	5,437	5,113	6,600	252	6,600	6,000	
0001-2619-40-2-0000-413	S.M.V.F.D. (2619)	MAINTENANCE SUPPLIES	353	437	500	279	1,000	500	
0001-2619-40-2-0000-414	S.M.V.F.D. (2619)	HEAT ENERGY LIGHTS	7,320	12,390	11,950	5,555	13,500	12,500	
0001-2619-40-2-0000-415	S.M.V.F.D. (2619)	FOOD	2,325	1,803	2,500	-	2,500	2,000	
0001-2619-40-2-0000-416	S.M.V.F.D. (2619)	FIRE PREVENTION & EDUCATION	365	185	250	-	250	250	
0001-2619-40-2-0000-440	S.M.V.F.D. (2619)	OFFICE EXPENSE & SUPPLIES	759	508	525	100	600	600	
0001-2619-40-2-0000-503	S.M.V.F.D. (2619)	FIRE EQUIPMENT	22,314	23,841	23,000	7,386	29,650	25,500	
0001-2619-40-2-0000-640	S.M.V.F.D. (2619)	MEETINGS & MEMBERSHIPS	394	429	750	615	1,000	750	
	S.M.V.F.D. (2619) Total		61,066	149,951	158,075	107,265	173,200	163,100	

EMERGENCY COMMUNICATIONS



First shift is 12am to 8am, second shift is 8am to 4pm and third shift is 4pm to 12am.

2014-2015

EMERGENCY COMMUNICATIONS

Description of

Communications Center: The Meriden Emergency Communications Center answers all 911 calls for the City of Meriden, CT. Staffed 24 hours a day, 7 days a week, 365 days a year, and answers over 25,000, 911 calls per year. The Center also answers the non-emergency and administrative phone lines for the Meriden Police Department. The Telecommunicators are State certified and dispatch the Meriden Police and Meriden Fire Department via radio.

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-2617-40-2-0000-190	MERGENCY COMM(2617)	ADMINISTRATION	79,164	79,999	80,220	48,395	81,423	81,423	
0001-2617-40-2-0000-191	MERGENCY COMM(2617)	OVERTIME	318,829	350,648	150,000	157,264	200,000	160,000	
0001-2617-40-2-0000-196	MERGENCY COMM(2617)	DISPATCH	622,183	669,253	843,454	460,201	861,481	861,481	
0001-2617-40-2-0000-380	MERGENCY COMM(2617)	COMMUNICATIONS & MAINTENANCE	1,199	1,129	1,200	331	3,000	1,200	
0001-2617-40-2-0000-381	MERGENCY COMM(2617)	TRAINING	24,532	21,427	12,250	15,225	25,000	25,000	
0001-2617-40-2-0000-440	MERGENCY COMM(2617)	OFFICE EXPENSE & SUPPLIES	12,851	20,837	14,000	17,034	25,000	18,000	
EMERGENCY COMM(2617) Total			1,058,757	1,143,293	1,101,124	698,450	1,195,904	1,147,104	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
EMERGENCY COMMUNICATIONS (2617)						
DIR OF EMERGENCY COMMUNIC	0001	2617	190	100.00	81,423.16	81,423.16
PUBLIC SAFETY DISP SHFT S	0001	2617	196	100.00	55,760.95	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	44,907.77	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	41,580.26	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	49,988.41	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	42,061.02	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	42,061.02	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	50,684.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	39,140.10	
PUBLIC SAFETY DISPATCHER	0001	2617	196	100.00	39,140.10	861,480.64
					942,903.80	942,903.80

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-2690-40-2-0000-189	MERGENCY MGMT(2690)	MISC PART-TIME	7,667	8,000	8,000	4,667	8,000	8,000	
0001-2690-40-2-0000-383	MERGENCY MGMT(2690)	CIVIL PREPAREDNESS	-	-	1,600	-	1,600	1,600	
0001-2690-40-2-0000-440	MERGENCY MGMT(2690)	OFFICE EXPENSE & SUPPLIES	1,469	1,543	4,180	363	1,500	1,500	
EMERGENCY MGMT(2690) Total			9,136	9,543	13,780	5,030	11,100	11,100	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
EMERGENCY MANAGEMENT (2690)						
CO-DIRECTOR OF CIVIL DEFE	0001	2690	189	100.00	4,010.94	
CO-DIRECTOR OF CIVIL DEFE	0001	2690	189	100.00	4,010.94	8,021.88
					8,021.88	8,021.88

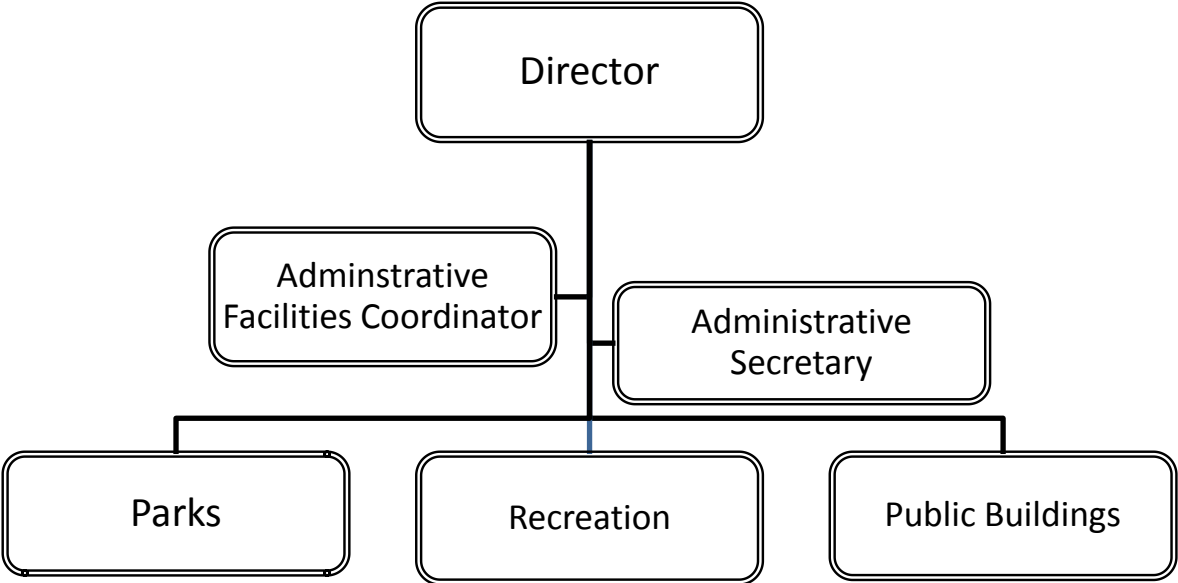
SECTION 5

PARKS

AND

PUBLIC WORKS

PARKS, RECREATION, AND MUNICIPAL BUILDINGS



Building Maintenance Services – The Division coordinates and facilitates the maintenance, preventative maintenance, energy conservation, mechanical HVAC systems and custodial services for City Hall, Curtis Building, Senior Center, Public Works Complex, Police Complex, Stoddard Building. This program coordinates repairs and maintenance and upkeep of the City's public buildings, train station, 116 Cook Avenue, 191 Pratt St, Dog Pound and Humane Society properties.

Park Services – The Division reflects the image of the community in maintaining and operating 74 different locations of City property, comprised of over 3,500 acres (including all outside grass areas, shrubbery, and flower beds) and with a 17 person crew with two supervisors. Employees are tradesman such as a carpenter, equipment operators and laborers. This program also maintains all softball, baseball, little league, soccer and football fields, tennis and basketball courts, one swimming pool, bandshell, 26 field houses QRiver Trail, the HUB and other related facilities. This program also works closely with Recreations Services and the Board of Education to insure that facilities and special events are prepared to our high expectations. The Division is essential in the set up of our Holiday Lights around the City and Daffodil Festival.

Recreational Services- The Division is staffed by one full-time Recreation Supervisor, which is vacant, offers a non-traditional service recreational approach to the community. Meriden has a very large privatized program ranging from private leagues such as the Meriden Amateur Softball Association, four Little Leagues, Junior Football, Girls' Softball and a swim team. This program is instrumental in planning, organizing and implementing special events such the Tradition Run, Annual Easter Egg Hunt, Italian Night, Puerto Rican Festival, Black Expo, Daffodil Festival, Fourth of July Fireworks, and Christmas in the Park as well as offering expertise to other organizations that want to sponsor events in Meriden.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
PARKS	1	To Rehabilitate City and Brookside Parks	1	Complete City Park Lighting.	1
			2	Plans for Brookside Park.	2
			3	Began phase construction of Brookside Park .	4
	2	Continue to implement Recreation Task Force recommendations	1	Implement remaining projects.	1
	3	Implement prior CIP Projects	1	Implement prior CIP Projects.	5
			2	Develop CIP 14-15 priorities.	1
			3	Implement CIP 14-15.	4
	4	City wide turf upgrade	1	Test and select additional fields.	1
			2	Install irrigation at Nessing.	2
			3	Apply appropriate chemicals.	2
	5	Completion of redevelopment of Beavers Pond Park	1	Remove Asphalt.	2
			2	Install fencing.	2
			3	Install 1/2 Basketball court.	5
			4	Replace parking and boat ramp.	3
	6	Identify invasive species in the Park system	1	Locate and identify.	3
			2	Plan and implement removal.	4
	7	Develop an early written and photographic history of Hubbard Park	1	To research news articles and department files and achieves for pertinent information about the construction of Hubbard Park.	5
			2	To assemble photographs of 1900 Hubbard Park for postcards and photos.	5
			3	To develop a document for historical purpose.	5
			4	To assemble a document for historical purpose.	5
			5	To develop a photo display for the hallway of City Hall.	5

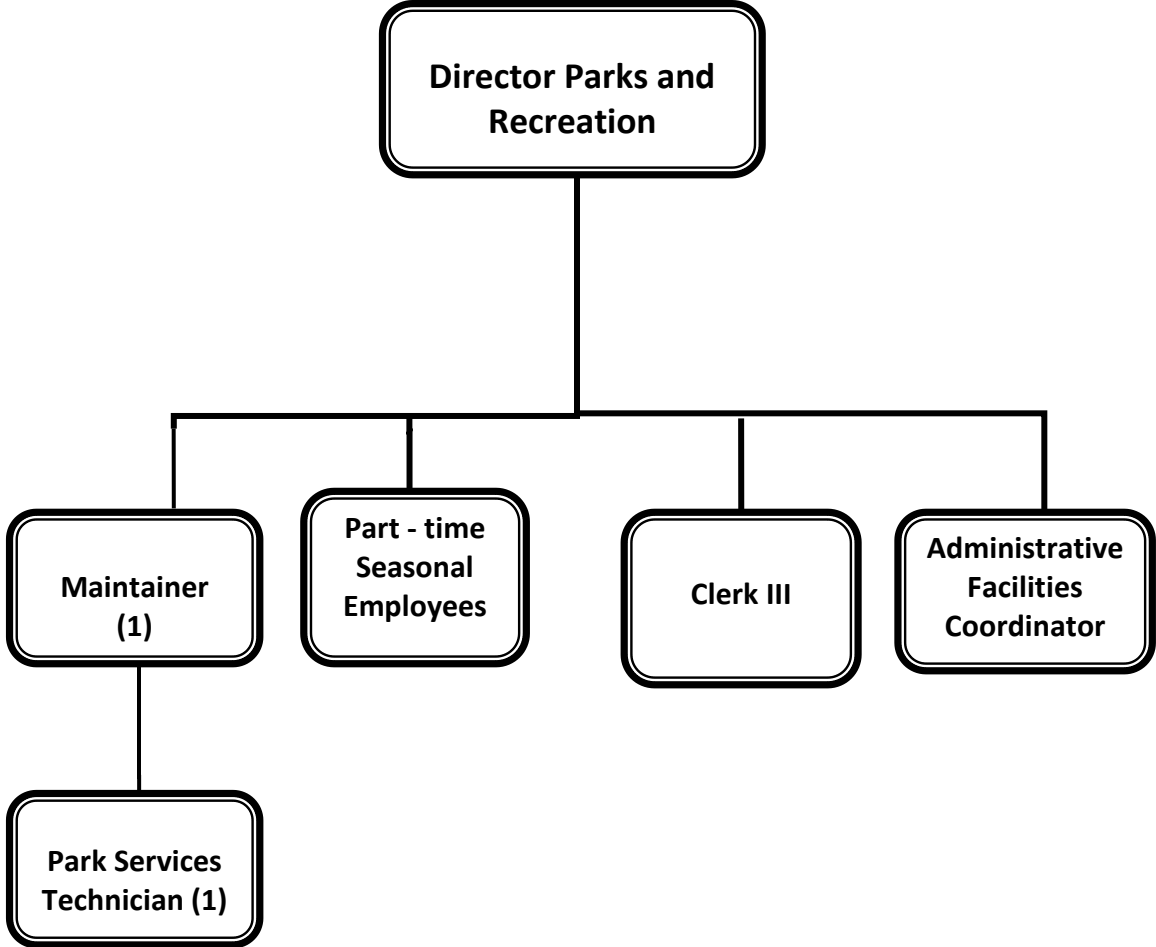
	8	Develop a succession plan for the Director of Parks and Public Buildings	1	List of seasonal activities.	3
			2	List of suppliers and contacts.	3
			3	List files and locations.	2
			4	List projects and needs.	3
			5	List of mechanical systems.	3
	9	Develop a succession plan for the leadership of the Daffodil Festival and Hubbard Park Christmas Lights	1	Develop list of functions required by new chairperson.	3
			2	Develop time table and deadlines.	3
			3	Develop list of potential successors.	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0801-40-3-0000-189	PARKS (0801)	MISC PART-TIME	61,320	57,628	62,760	36,672	70,000	62,760	
0001-0801-40-3-0000-190	PARKS (0801)	ADMINISTRATIVE	112,806	114,794	115,116	69,787	117,422	117,422	
0001-0801-40-3-0000-191	PARKS (0801)	OVERTIME CONTINGENCY	99,454	99,071	80,000	51,620	100,000	100,000	
0001-0801-40-3-0000-194	PARKS (0801)	PUBLIC WORKS	872,247	875,681	860,504	510,109	866,593	866,593	
0001-0801-40-3-0000-198	PARKS (0801)	SUPERVISORS	79,778	81,205	62,322	15,612	80,801	80,801	
0001-0801-40-3-0000-345	PARKS (0801)	PARK & REC EXPENSE & SUPPLIES	69,618	72,769	72,000	43,421	90,400	73,000	
0001-0801-40-3-0000-346	PARKS (0801)	CEMETARY MAINTENANCE	3,852	8,040	10,000	3,015	10,000	10,000	
0001-0801-40-3-0000-350	PARKS (0801)	GASOLINE	52,739	51,326	48,000	28,037	52,000	52,000	
0001-0801-40-3-0000-352	PARKS (0801)	VEHICLE MAINTENANCE	70,906	70,030	57,500	35,354	70,000	70,000	
0001-0801-40-3-0000-414	PARKS (0801)	HEAT, ENERGY, & LIGHTS	165,936	203,309	185,000	119,918	220,000	190,000	
0001-0801-40-3-0000-485	PARKS (0801)	SECURITY	5,000	3,914	5,000	1,881	7,000	5,000	
0001-0801-40-3-0000-640	PARKS (0801)	MEETINGS & MEMBERSHIPS	753	280	3,200	-	3,200	2,500	
0001-0801-40-3-0000-642	PARKS (0801)	DOWNTOWN	3,153	5,500	2,500	120	5,000	5,000	
	PARKS (0801) Total		1,597,561	1,643,546	1,563,902	915,545	1,692,416	1,635,076	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
PARKS (0801)						
DIR OF PARKS,REC.,& PUB.	0001	0801	190	100.00	117,421.81	117,421.81
ARBORIST/TREE CUTTER/EQUI	0001	0801	194	100.00	72,582.86	
EQUIPMENT OPERATOR 3/CREW	0001	0801	194	100.00	67,452.00	
LABORER I	0001	0801	194	100.00	51,725.71	
LABORER II	0001	0801	194	100.00	50,286.57	
PARK CARPENTER	0001	0801	194	100.00	63,447.43	
PARK HIGHWAY MASON	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTAINER	0001	0801	194	100.00	60,277.14	
PARK MAINTENANCE/CREW LEA	0001	0801	194	100.00	78,881.71	866,593.40
ASST DIR PARKS,REC & PUB	0001	0801	198	100.00	80,801.00	80,801.00
					1,064,816.21	1,064,816.21

RECREATION DIVISION



City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-0802-40-3-0000-191	RECREATION (0802)	OVERTIME	8,823	6,676	8,000	6,028	8,000	8,000	
0001-0802-40-3-0000-192	RECREATION (0802)	OTHER NON-UNION	119,865	120,405	70,095	64,701	115,001	115,001	
0001-0802-40-3-0000-194	RECREATION (0802)	PUBLIC WORKS	115,811	117,870	120,555	71,649	120,554	120,554	
0001-0802-40-3-0000-196	RECREATION (0802)	MME	118,224	119,880	115,676	68,816	120,052	120,052	
0001-0802-40-3-0000-345	RECREATION (0802)	RECREATION PROGRAM EXPENSE	10,975	10,006	10,000	6,711	14,000	12,000	
0001-0802-40-3-0000-346	RECREATION (0802)	HOLIDAY DISPLAY REPLACEMENT	-	-	-	-	10,000	-	
0001-0802-40-3-0000-348	RECREATION (0802)	LEAGUE SUBSIDY	29,500	22,800	29,500	(2,500)	31,500	29,500	
0001-0802-40-3-0000-349	RECREATION (0802)	SAFETY SURFACE REPLACEMENT	-	-	-	-	-	5,000	
0001-0802-40-3-0000-440	RECREATION (0802)	OFFICE EXPENSE & SUPPLIES	7,927	6,306	9,000	5,008	10,000	30,000	
0001-0802-40-3-0000-640	RECREATION (0802)	MEETINGS & MEMBERSHIPS	2,202	2,500	2,500	1,571	2,500	2,500	
0001-0802-40-3-0000-699	RECREATION (0802)	TRANSFER OUT (MISC GRANTS)	-	-	20,000	20,000	-	-	
RECREATION (0802) Total			413,328	406,444	385,326	241,985	431,607	442,607	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
RECREATION (0802)						
PARK MAINTAINER	0001	0802	194	100.00	60,277.14	
PARK SERVICES TECHNICIAN	0001	0802	194	100.00	60,277.14	120,554.28
CLERK III	0001	0802	196	100.00	54,809.15	
FACILITIES COORDINATOR -	0001	0802	196	100.00	65,242.81	120,051.96
					240,606.24	240,606.24

PUBLIC BUILDINGS

**Supervisor
Building Maintenance**

**Custodian I
(6)**

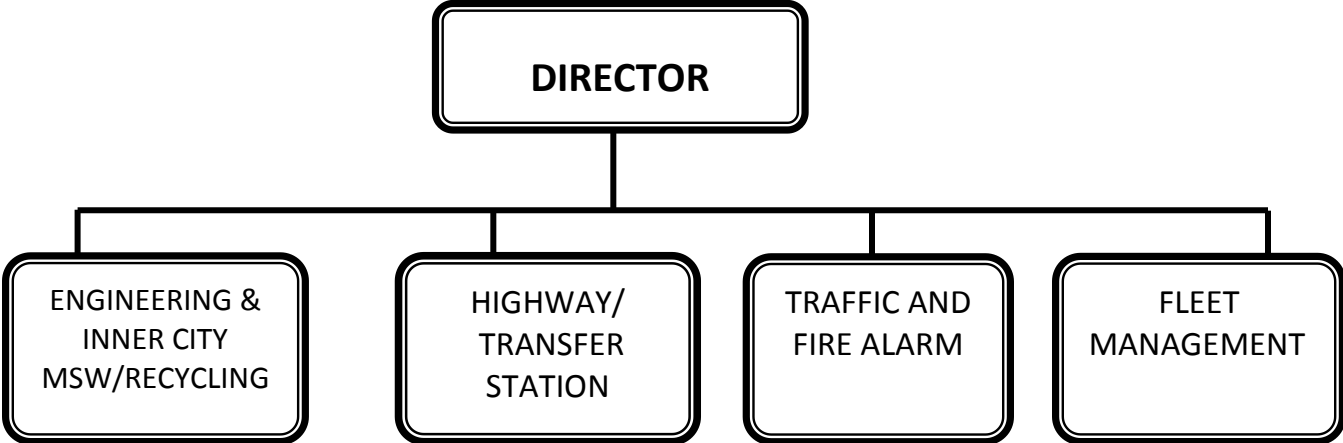
**Custodian II
(1)**

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3360-40-3-0000-191	BUILDING MAINT(3360)	OVERTIME CONTINGENCY	38,452	39,760	37,500	21,950	40,000	40,000	
0001-3360-40-3-0000-194	BUILDING MAINT(3360)	PUBLIC WORKS	361,604	373,555	366,314	229,993	367,419	367,419	
0001-3360-40-3-0000-198	BUILDING MAINT(3360)	SUPERVISORS	73,107	75,211	75,339	49,159	83,867	83,867	
0001-3360-40-3-0000-350	BUILDING MAINT(3360)	GASOLINE	2,023	2,013	1,700	1,277	1,700	1,700	
0001-3360-40-3-0000-352	BUILDING MAINT(3360)	VEHICLE MAINTENANCE	906	376	1,500	2,505	4,000	2,000	
0001-3360-40-3-0000-412	BUILDING MAINT(3360)	REPAIRS & UPGRADES	15,920	17,955	20,000	5,973	20,000	18,000	
0001-3360-40-3-0000-413	BUILDING MAINT(3360)	MAINTENANCE SUPPLIES	40,517	42,688	40,000	26,708	43,000	43,000	
0001-3360-40-3-0000-414	BUILDING MAINT(3360)	HEAT ENERGY LIGHTS	524,773	579,400	600,000	291,357	625,000	600,000	
BUILDING MAINT(3360) Total			1,057,302	1,130,959	1,142,353	628,923	1,184,986	1,155,986	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
BUILDING MAINTENANCE (3360)						
BUILDING CUSTODIAN I	0001	3360	194	100.00	51,725.71	
BUILDING CUSTODIAN I	0001	3360	194	100.00	51,725.71	
BUILDING CUSTODIAN I	0001	3360	194	100.00	51,725.71	
BUILDING CUSTODIAN I	0001	3360	194	100.00	51,725.71	
BUILDING CUSTODIAN I	0001	3360	194	100.00	51,725.71	
BUILDING CUSTODIAN II	0001	3360	194	100.00	54,395.43	
BUILDING CUSTODIAN II	0001	3360	194	100.00	54,395.43	367,419.41
CUSTODIAL SUPERINTENDENT	0001	3360	198	100.00	83,866.57	83,866.57
					451,285.98	451,285.98

PUBLIC WORKS



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.

The Department is comprised of four major divisions: Engineering, Highway, Traffic/Fire Alarms and Fleet Maintenance. Additionally, the Transfer Station is managed by Highway and Engineering manages Municipal Solid Waste/ Recycling.

The Department employs 36 full time employees, 2 part time employees and 1 contract employee for construction administration.

Engineering

Several highly visible projects are managed by Engineering. These projects include the Harbor Brook Flood Control and Liner Trail Project, Citywide Paving, Citywide Sidewalks, CDBG Sidewalks and the preparation of preliminary roadway design plans to complement the Transit Oriented Development roadway improvements. Engineering managed the design work for the Reconstruction of Gravel Street and Baldwin Avenue. The construction oversight of this project is the responsibility of CTDOT with construction starting Spring 2014.

Several major projects associated with the Harbor Brook Flood Control Project are or will be under construction during FY14/15. Work at the Falcon Park Detention Basin is scheduled to begin Spring 2014 with construction lasting roughly 9 months. The installation of a relief box culvert parallel to the existing Columbus Avenue Bridge is scheduled to begin in Spring 2014 as well. This project will last less than 12 months and requires Columbus Avenue to be closed to through traffic. The most significant of the Harbor Brook projects currently under construction is the creation of a detention pond/park at the HUB. This work is expected to be completed around August 2015.

Engineering is the administrator of the City's Flood Insurance Mapping and Floodplain Ordinance, evaluates drainage complaints submitted by Meriden residents and is responsible for the City's storm water management plan.

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 Administrative Design Review Board.

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

The survey crew conducts surveys of City owned parcels to determine property/boundary lines, topographic survey for small city sponsored infrastructure projects such as minor drainage improvements and the yearly road reconstruction and sidewalk replacement program and requests by the Public Utilities Department. The Call Before You Dig staff member locates City owned underground utilities prior to the start of construction to avoid potential damage to these facilities. This is a requirement of the State's Public Utility Regulatory Agency.

The facilities inspector provides inspection services on work completed by City staff or private organizations working within the City's right of way. Examples of private firms working within the City's right of way include Yankee Gas, Connecticut Light and Power, and Cox Communications. The facility inspector observes construction on all subdivisions, site plans and work performed on the City's water and sanitary sewer systems.

Traffic and Fire Alarm

This division maintains 64 signal controlled intersections, 13 flashers and 3 closed loop signal systems. A closed loop signal system is used to improve traffic flow through the use of traffic responsive equipment. Traffic operations are managed at Michael Drive. Many of the signalized intersections include exclusive pedestrian phases and emergency vehicle and/or railroad preemption. Additional services include the maintenance of the City owned Fire Alarm system which includes 240 boxes and 90 miles of cable and the maintenance and installations of traffic signs (No Parking, Handicapped Parking, Fire Lane, etc), pavement markings, and the City owned street lights on West Main Street, Colony Street and Main Street, South Meriden. Staff also installs and maintains electric services and equipment (i.e. circuit breakers, wiring, fixture replacements, etc.) for virtually every City department. Lastly, annual testing of the fire alarm system for all schools is provided through this division.

Fleet Maintenance

The garage 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. The type of vehicles maintained includes passenger cars, pick-up trucks, pay loaders, dump trucks, senior busses, bucket trucks, etc. In addition to the 375 plated vehicles, the mechanics maintain nearly 300 pieces of non-plated equipment (snow throwers, line painting machines, paving box, lawn mowers, etc.). When applicable, staff refurbishes select vehicles to almost new condition to create a pool of spare vehicles for use when a fleet vehicle is out of service. This division, in cooperation with Purchasing, is responsible for the disposal of old vehicles/equipment. The disposal of this equipment is through the auction process.

The City owns and maintains a Natural Gas fueling station on Michael Drive. The City produces natural gas at a cost equivalent of +/- \$2.00 per gallon of gasoline.

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, road closures during severe rain when flooding occurs, the installation of small drainage systems, collection of Christmas trees/leaves and snow removal. Snow removal is a critical element for providing a safe environment for our residents, businesses and the police and fire departments. To complete the removal of snow, employees from Public Utilities and Parks, Recreation and Public Buildings assist. The City also uses private contractors to augment City staff.

MSW/Recycling

Public Works manages the collection and disposal of municipal solid waste and recycling from residential properties with four or less units located within the inner tax district. On July 1, 2013, the solid waste program became an automated process through the use of 96 gallon totes. Converting to the larger containers and an automated collection system, the program is expected to reduce the annual volume of solid waste generated and increase recycling. These two factors should result in a savings to the City since the disposal of recycled materials is less costly than solid waste disposal.

The City is under contract with Tunxis Recycling Operating Committee for the disposal of recyclables items such as number 1 through 7 plastics, newspapers, junk mail etc. This contract expires June 30, 2014. The City is seeking a new disposal facility through the competitive bid process with the City being compensated for each ton of recyclables delivered to the new vendor.

The City issues permits to numerous solid waste collectors to gain access to the Covanta trash to energy plant located in Wallingford. Additionally, staff receives reports on those haulers that fail to comply with Covanta's rules and regulations for disposal.

Transfer Station

The Transfer Station is located on Evansville Avenue adjacent to the Water Pollution Control facility. The hours of operation are:

Monday 7:30 a.m. to 11:30 a.m.
Wednesday 10:30 a.m. to 2:30 p.m.
1st and 3rd Saturdays 7:30 a.m. to Noon.

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, as shown below, is based on vehicle type.

Vehicle	Cost
Car / Minivan / SUV	\$20.00
Pickup Truck	\$40.00
Large Truck	\$80.00

The transfer station is also home to the City's e-waste collection program. Residents may dispose of electrical waste at no cost during normal hours.

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

The Transfer Station disposes roughly 510 tons of bulky waste, 79 tons of metal, 7 tons of tires and 32 tons of e-waste yearly.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	Quarter
PUBLIC WORKS	1	Traffic/Fleet Maintenance	1	The Federal Government has established new criteria for reflectivity of signs and an inventory of all signs. Work must be well underway by Jan 1, 2015 on data collection and sign replacement by 2018.	5
			2	Continue disposal of old equipment as replacement equipment is purchased.	5
			3	Continue the installation of video detection at signalized intersections where in ground vehicle detection has failed.	5
	2	Highway	1	Continue year round pot hole repairs. Staff is realizing a reduction in the number of pot hole complaints since the purchase of the pot hole patch truck and its near daily use.	5
			2	Pre-treat salt with salt brine at the point of discharge on those trucks that have this capability. This process should increase the effectiveness of the salt.	4
			3	Install storm drainage at the Health Department	3
	3	Solid Waste/Recycling	1	Monitor success of new recycling disposal center	5
			2	Continue monitoring both recycling and trash collection volume	5
			3	Complete revisions to City's Solid Waste Ordinance.	5
	4	Transfer Station	1	Continue to work with DEEP and the Town of Wallingford on the closing of the Saw Mill Barrier Well	5
			2	Evaluate the pricing schedule to redefine how a vehicle will be charged. i.e. Should a SUV be charged the same as a passenger car?	5

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3310-40-0-0000-500	W. - ENGINEERING (331)	CAPITAL EQUIPMENT	310,870	-	-	-	-	-	-
0001-3310-40-0-0500-699	W. - ENGINEERING (331)	TRANSFER OUT-BROWNFIELDS (159)	-	40,000	-	-	-	-	-
0001-3310-40-3-0000-189	W. - ENGINEERING (331)	SEASONAL WORKERS	3,586	2,643	-	3,994	2,250	-	-
0001-3310-40-3-0000-190	W. - ENGINEERING (331)	ADMINISTRATIVE	104,071	105,997	106,292	64,597	108,698	108,698	-
0001-3310-40-3-0000-191	W. - ENGINEERING (331)	OVERTIME	4,579	6,183	5,500	3,086	6,300	6,000	-
0001-3310-40-3-0000-196	W. - ENGINEERING (331)	MME	447,378	438,768	371,790	209,813	352,201	378,415	-
0001-3310-40-3-0000-198	W. - ENGINEERING (331)	SUPERVISORS	263,832	311,587	185,845	111,540	193,805	193,805	-
0001-3310-40-3-0000-320	W. - ENGINEERING (331)	INSPECTIONS - DAMS & BRIDGES	4,500	4,149	5,000	-	5,000	4,500	-
0001-3310-40-3-0000-350	W. - ENGINEERING (331)	GASOLINE	9,053	7,208	9,500	4,488	10,000	9,000	-
0001-3310-40-3-0000-352	W. - ENGINEERING (331)	VEHICLE MAINTENANCE	4,090	4,305	6,000	3,610	5,400	5,000	-
0001-3310-40-3-0000-440	W. - ENGINEERING (331)	OFFICE EXPENSE & SUPPLIES	11,064	10,312	11,500	8,311	11,500	11,100	-
0001-3310-40-3-0000-640	W. - ENGINEERING (331)	MEMBERSHIPS & MEETINGS	1,961	2,510	2,500	1,740	3,000	2,500	-
P.W. - ENGINEERING (3310) Total			1,164,984	933,663	703,927	411,178	698,154	719,018	-
0001-3320-40-3-0000-308	OW & ICE CONTROL (332)	SNOW & ICE CONTROL	778,410	917,793	500,000	604,224	500,000	500,000	-
SNOW & ICE CONTROL (3320) Total			778,410	917,793	500,000	604,224	500,000	500,000	-

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
P.W. - ENGINEERING (3310)						
DIRECTOR OF PUBLIC WORKS	0001	3310	190	100.00	108,697.78	108,697.78
CLERK III	0001	3310	196	100.00	19,958.14	
CONSTRUCTION/SURVEY TECHN	0001	3310	196	100.00	70,654.45	
CONSTRUCTION/SURVEY TECHN	0001	3310	196	100.00	70,654.45	
DRAFTSPERSON	0001	3310	196	100.00	61,411.36	
PUBLIC WORKS CLERK	0001	3310	196	100.00	59,744.57	
SURVEY ASSISTANT II	0001	3310	196	100.00	54,809.15	
ZONING ENF OFF/ENVIRON PL	0001	3310	196	50.00	41,182.63	378,414.76
ASSOCIATE CITY ENGINEER	0001	3310	198	100.00	97,840.86	
ASSOCIATE CITY ENGINEER	0001	3310	198	100.00	95,963.71	193,804.57
					680,917.11	680,917.11
ZONING ENF OFF/ENVIRON PL	0001	0510	196	50.00	41,182.63	
					41,182.63	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3351-40-3-0000-191	P.W. - GARAGE (3351)	OVERTIME	11,143	2,765	4,500	5,450	6,500	6,500	
0001-3351-40-3-0000-194	P.W. - GARAGE (3351)	PUBLIC WORKS	356,331	361,014	369,214	242,080	361,809	361,809	
0001-3351-40-3-0000-196	P.W. - GARAGE (3351)	MME	46,597	47,329	50,370	28,221	49,265	49,265	
0001-3351-40-3-0000-323	P.W. - GARAGE (3351)	REPAIRS & MAINTENANCE SERVICE	3,146	6,160	6,500	6,483	6,500	6,200	
0001-3351-40-3-0000-350	P.W. - GARAGE (3351)	GASOLINE	2,515	2,354	2,500	1,244	2,530	2,530	
0001-3351-40-3-0000-352	P.W. - GARAGE (3351)	VEHICLE MAINTENANCE	(5,478)	(2,530)	1,500	(6,672)	5,600	1,500	
0001-3351-40-3-0000-440	P.W. - GARAGE (3351)	OFFICE EXPENSE & SUPPLIES	8,116	7,142	8,000	5,360	8,000	7,500	
0001-3351-40-3-0000-640	P.W. - GARAGE (3351)	MEMBERSHIPS & MEETINGS	-	565	500	-	500	500	
0001-3351-40-3-0000-710	P.W. - GARAGE (3351)	GARAGE MATERIALS	14,893	65,921	1	40,015	1	1	
0001-3351-40-3-0000-755	P.W. - GARAGE (3351)	INVENTORY OVER/SHORT	2,472	19,709	-	-	-	-	
P.W. - GARAGE (3351) Total			439,734	510,430	443,085	322,181	440,705	435,805	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
P.W. - GARAGE (3351)						
AUTOMOTIVE MECHANIC	0001	3351	194	100.00	72,582.86	
AUTOMOTIVE MECHANIC	0001	3351	194	100.00	72,582.86	
AUTOMOTIVE MECHANIC	0001	3351	194	100.00	65,178.57	
AUTOMOTIVE MECHANIC	0001	3351	194	100.00	72,582.86	
MAINT MECH II/GARAGE CREW	0001	3351	194	100.00	78,881.71	361,808.86
PUBLIC WORKS CLERK	0001	3351	196	100.00	49,264.92	49,264.92
					411,073.78	411,073.78

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3353-40-3-0000-189	P.W. - TRAFFIC (3353)	PART TIME SUMMER HELP	-	6,000	-	3,312	6,720	47,594	
0001-3353-40-3-0000-191	P.W. - TRAFFIC (3353)	OVERTIME CONTINGENCY	18,156	11,735	17,000	6,476	15,000	15,000	
0001-3353-40-3-0000-196	P.W. - TRAFFIC (3353)	MME	185,469	207,380	187,020	109,938	240,445	199,571	
0001-3353-40-3-0000-198	P.W. - TRAFFIC (3353)	SUPERVISORS	94,801	97,446	97,686	59,228	101,908	101,908	
0001-3353-40-3-0000-341	P.W. - TRAFFIC (3353)	STREET LIGHT MAINTENANCE	1,499	6,799	3,000	2,414	5,000	5,000	
0001-3353-40-3-0000-350	P.W. - TRAFFIC (3353)	GASOLINE	10,367	9,628	9,300	4,078	12,200	12,000	
0001-3353-40-3-0000-352	P.W. - TRAFFIC (3353)	VEHICLE MAINTENANCE	14,901	12,118	12,300	11,738	12,300	12,300	
0001-3353-40-3-0000-365	P.W. - TRAFFIC (3353)	SAFETY EQUIPMENT	425	216	1,000	397	1,100	800	
0001-3353-40-3-0000-366	P.W. - TRAFFIC (3353)	SIGNALIZATION	39,173	53,471	67,000	37,970	66,000	50,000	
0001-3353-40-3-0000-367	P.W. - TRAFFIC (3353)	SIGNS & LINES	42,396	79,758	10,000	5,360	83,000	98,700	
0001-3353-40-3-0000-368	P.W. - TRAFFIC (3353)	ALARM SYSTEMS	-	336	900	-	900	900	
0001-3353-40-3-0000-440	P.W. - TRAFFIC (3353)	OFFICE EXPENSE	1,409	1,535	1,600	1,033	1,600	1,600	
0001-3353-40-3-0000-640	P.W. - TRAFFIC (3353)	MEMBERSHIP & MEETINGS	1,550	1,019	1,500	600	1,500	1,500	
P.W. - TRAFFIC (3353) Total			410,145	487,441	408,306	242,545	547,673	546,873	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
P.W. - TRAFFIC (3353)						
ELECTRICIAN	0001	3353	196	100.00	66,476.66	
ELECTRONIC TECHNICIAN TRA	0001	3353	196	100.00	82,365.26	
TRAFFIC SIGN MAINTAINER	0001	3353	196	100.00	50,728.62	
TRAFFIC SIGN MAINTAINER	0001	3353	196	100.00	-	199,570.54
SUPT TRAFFIC OPER/VEHICLE	0001	3353	198	100.00	101,908.00	101,908.00
					301,478.54	301,478.54

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3354-40-0-0000-500	P.W. - HIGHWAY (3354)	CAPITAL EQUIPMENT	8,300	-	-	-	-	-	-
0001-3354-40-3-0000-189	P.W. - HIGHWAY (3354)	MISC PART-TIME	-	24	-	24	-	-	-
0001-3354-40-3-0000-191	P.W. - HIGHWAY (3354)	OVERTIME CONTINGENCY	82,361	47,326	32,000	15,703	33,000	33,000	
0001-3354-40-3-0000-194	P.W. - HIGHWAY (3354)	PUBLIC WORKS	974,131	975,785	1,000,476	543,224	963,537	963,537	
0001-3354-40-3-0000-198	P.W. - HIGHWAY (3354)	SUPERVISORS	79,778	82,009	82,215	49,852	85,744	85,744	
0001-3354-40-3-0000-350	P.W. - HIGHWAY (3354)	GASOLINE	81,914	107,777	82,000	63,132	89,000	89,000	
0001-3354-40-3-0000-352	P.W. - HIGHWAY (3354)	VEHICLE MAINTENANCE	227,030	174,511	186,250	136,731	186,250	186,250	
0001-3354-40-3-0000-359	P.W. - HIGHWAY (3354)	STREET MAINT SUPPLIES	10,275	17,625	20,000	3,533	21,600	17,500	
0001-3354-40-3-0000-360	P.W. - HIGHWAY (3354)	SIDEWALK,BASIN CONSTRUCTION	3,000	-	3,000	-	3,000	3,000	
0001-3354-40-3-0000-363	P.W. - HIGHWAY (3354)	STORM DRAIN CONSTRUCTION	6,180	6,448	6,500	230	6,500	6,500	
0001-3354-40-3-0000-390	P.W. - HIGHWAY (3354)	ROADSIDE BULKY WASTE	-	800	-	-	2,500	2,500	
0001-3354-40-3-0000-391	P.W. - HIGHWAY (3354)	SAFETY & HEALTH PLAN	3,670	2,273	4,000	607	4,000	4,000	
0001-3354-40-3-0000-440	P.W. - HIGHWAY (3354)	OFFICE EXPENSE & SUPPLIES	6,612	4,219	7,000	3,193	7,000	7,000	
0001-3354-40-3-0000-442	P.W. - HIGHWAY (3354)	CLOTHING	6,738	7,340	7,000	3,022	7,400	7,400	
0001-3354-40-3-0000-485	P.W. - HIGHWAY (3354)	SOIL/CATCH BASIN DISPOSAL	-	-	66,000	17,198	66,000	66,000	
0001-3354-40-3-0000-640	P.W. - HIGHWAY (3354)	MEMBERSHIP & MEETINGS	35	430	750	150	550	550	
P.W. - HIGHWAY (3354) Total			1,490,025	1,426,568	1,497,191	836,599	1,476,081	1,471,981	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
P.W. - HIGHWAY (3354)						
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.00	64,219.14	
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.00	66,138.00	
EQUIPMENT OPERATOR 3/CREW	0001	3354	194	100.00	67,452.00	
HIGHWAY MAINTAINER	0001	3354	194	100.00	59,130.00	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	57,378.00	
HIGHWAY MAINTAINER	0001	3354	194	100.00	60,277.14	
HIGHWAY MAINTAINER	0001	3354	194	100.00	59,130.00	
HWY MAINT/CREW LEAD/COMPE	0001	3354	194	100.00	78,881.71	
LABORER II	0001	3354	194	100.00	44,634.29	
LABORER II	0001	3354	194	100.00	44,634.29	963,537.41
HIGHWAY FOREMAN	0001	3354	198	100.00	85,743.71	85,743.71
					1,049,281.12	1,049,281.12

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3355-40-3-0000-191	V. - TRANS STATION (33	OVERTIME	11,806	18,785	17,500	12,997	19,000	19,000	
0001-3355-40-3-0000-339	V. - TRANS STATION (33	MONITORING	28,664	64,119	82,100	34,725	82,000	82,000	
0001-3355-40-3-0000-350	V. - TRANS STATION (33	GASOLINE	5,706	2,431	2,900	435	2,900	2,900	
0001-3355-40-3-0000-352	V. - TRANS STATION (33	VEHICLE MAINTENANCE	14,093	19,678	19,000	-	19,000	17,500	
0001-3355-40-3-0000-390	V. - TRANS STATION (33	OTHER PURCHASED SERVICES	1,926	2,757	2,000	-	2,300	2,300	
0001-3355-40-3-0000-440	V. - TRANS STATION (33	OFFICE EXPENSE & SUPPLY	2,879	3,007	3,100	458	3,100	3,100	
P.W. - TRANS STATION (3355)		Total	65,074	110,778	126,600	48,615	128,300	126,800	

City of Meriden
2015 City Manager Recommended Budget

			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3357-40-3-0000-340	V. - WASTE COLLECT(33	RECYCLING	33,572	7,120	18,000	2,640	17,000	17,000	
0001-3357-40-3-0000-369	V. - WASTE COLLECT(33	DUMPING FEES	548,940	513,375	547,100	289,196	552,400	552,400	
0001-3357-40-3-0000-390	V. - WASTE COLLECT(33	CONTRACT	859,962	855,729	882,514	559,008	903,691	903,691	
0001-3357-40-3-0000-440	V. - WASTE COLLECT(33	OFFICE EXPENSE & SUPPLY	342	141	500	-	500	500	
P.W. - WASTE COLLECT(3357) Total			1,442,816	1,376,365	1,448,114	850,845	1,473,591	1,473,591	

City of Meriden
2015 City Manager Recommended Budget

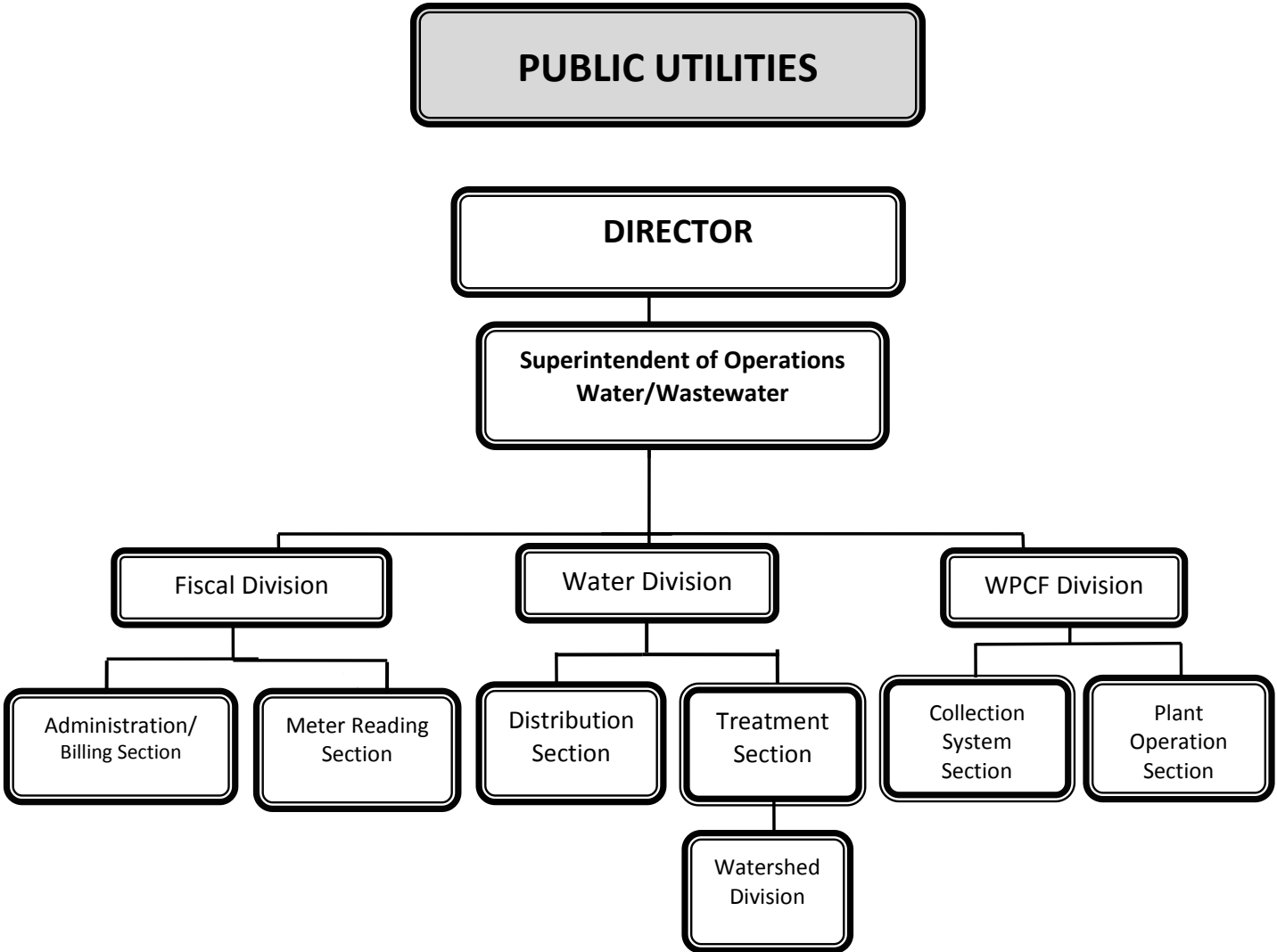
			2012	2013	2014	2014 2/18/14	2015	2015	2015
			Actual	Actual	Budget	Actual	Department Budget Request	City Manager Budget	Finance Committee
0001-3359-40-3-0000-189	W. - BULKY WASTE (335	MISC PART-TIME	6,327	8,151	-	-	-	-	
0001-3359-40-3-0000-191	W. - BULKY WASTE (335	OVERTIME	-	-	-	3,134	-	-	
0001-3359-40-3-0000-194	W. - BULKY WASTE (335	PUBLIC WORKS	64,439	56,594	72,583	43,138	72,583	72,583	
0001-3359-40-3-0000-196	W. - BULKY WASTE (335	MME	-	-	14,765	6,838	16,850	16,850	
0001-3359-40-3-0000-350	W. - BULKY WASTE (335	GASOLINE	6,643	3,325	3,000	2,056	3,000	3,000	
0001-3359-40-3-0000-352	W. - BULKY WASTE (335	VEHICLE MAINTENANCE	10,855	842	6,000	1,162	5,500	5,500	
0001-3359-40-3-0000-390	W. - BULKY WASTE (335	DUMP FEES	77,141	74,021	77,000	38,361	76,000	76,000	
0001-3359-40-3-0000-440	W. - BULKY WASTE (335	OFFICE EXPENSE & SUPPLY	2,037	2,156	1,650	1,190	1,650	1,650	
0001-3359-40-3-0000-442	W. - BULKY WASTE (335	CLOTHING ALLOWANCE	1,322	85	1,300	204	1,300	1,300	
P.W. - BULKY WASTE (3359) Total			168,763	145,173	176,298	96,083	176,883	176,883	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			<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>
P.W. - BULKY WASTE (3359)						
EQUIP OPER III/CR LDR COM	0001	3359	194	100.00	72,582.86	72,582.86
CLERK I	0001	3359	196	100.00	16,850.22	16,850.22
					89,433.08	89,433.08

SECTION 6

ENTERPRISE

Water
Water Fiscal
Sewer
Golf



The department is made up of three divisions. The divisions are:

Fiscal Division
Water Division
Water Pollution Control Facility Division

Fiscal Division: The department is charged with the responsibility of determining consumption, preparing, printing, and mailing water and sewer bills on a quarterly basis to some 17,880 accounts. It also monitors the delinquent program (payment plans) and shut/off/foreclosure accounts.

Other responsibilities include the maintenance and testing of existing meters, routine and special reading of meters, processing applications for services, and routine customer service functions.

Because of this program and the document imaging that is being done in-house, we were able to reduce (thru attrition) the fiscal staff from seven to four.

The Division will be starting a meter replacement program this fiscal year, replacing meters that date to the 1980's.

Water Division: This division is charged with the responsibility of obtaining, treating, and delivering a public water supply of satisfactory quality under adequate pressure to customers who require an average of six (6) to seven (7) million gallons a day, with peaks sometimes over nine (9) million gallons.

It is also responsible for maintenance and repairs of approximately two hundred and fifteen (215) miles of distribution and transmission piping and appurtenances within the system.

Responsibilities also include the operation and maintenance of four (4) surface water treatment plants, two (2) ground water facilities, two (2) individual wells, eight (8) pump stations, six (6) reservoir sources (dams and gatehouses), and the maintenance/care of approximately 2,000 acres of watershed property.

The division is involved in many projects due to State (Federal) mandates and rehabilitation of our aging infrastructure.

Water Pollution Control Facility Division: The Water Pollution Control Facility is charged with the responsibility of collecting, treating, and discharging an effluent meeting the standards outlined in the National Pollutant Elimination System (NPDES) Discharge Permit. The daily flow for calendar year 2013 was 10 million gallons per day.

These standards include the reduction of nitrogen into the receiving waters. The recent plant upgrade allows WPCF Staff to discharge nitrogen at much lower rates than originally designed. WPCF Staff will continue to optimize phosphorus reduction during its seasonal operation.

The Water Pollution Control Division has recently implemented a Fats, Oils, and Grease (F.O.G.) Removal Program. This State mandated program required food preparation establishments to remove F.O.G. before it enters the collection system piping which causes blockage of sewer lines. WPCF Staff, in unison with Engineering and Health Department Staff, is responsible for reviewing applications, inspection, and enforcement of F.O.G. Regulations for over 200 food preparation establishments throughout the City.

The Water Pollution Control Division has established a sanitary sewer collection system implementation program which entails the rehabilitation of existing sanitary sewers employing a cured-in-place pipe lining system, manhole frame and cover replacement, and manhole structure rehabilitation. Approximately 50,000 linear feet of sanitary sewer has been rehabilitated.

DEPARTMENT	GOAL NUM	DESCRIPTION	OBJ NUM	OBJECTIVE	QUARTER
PUBLIC UTILITIES	1	FISCAL DIVISION	1	Continue with our Meter Change Out Program (3rd year). This program enables us to replace old meters at the end of their useful life with new, more accurate meters to measure water usage.	5
			2	Fill the Superintendent of Operations position. After filling the position, begin training.	5
	2	WATER DIVISION	1	Oversee construction upgrade of Broad Brook Treatment Plant and Pump Sta. Last upgrade was mid 1970's. This upgrade (plant/pump sta.) will entail a change in how water is treated to address current water source needs.	5
			2	Continue to maintain, update and replace portions of our aging infrastructure that dates back to the late 1800's. This infrastructure encompasses water sources, treatment & pumping facilities, storage tanks and distribution system. Will continue to bring forward capital needs for these projects.	5
			3	Continue our annual water main cleaning and lining/ replacement program. This addresses our aging water pipes to help improve water quality and fire flow issues. The State Health Dept strongly recommends this program.	5
			4	Oversee the replacement of ten (10) emergency generators funded through a FEMA grant program. All generators are 19 yrs old or older. This will be a three year replacement program.	5

			5	Oversee the replacement of the six (6) inch water main in Swain Ave with a (12) inch water main. This will help address customer complaints in the area.	5
			6	Start the rehabilitation/replacement process of our water storage tanks.	5
	3	Water Pollution Control Division	1	Continue working with effected communities, DEEP, and Legislators to reach a cooperative agreement on future phosphorus limits to protect the water quality of the Quinnipiac River.	5
			2	Oversee the replacement of six (6) emergency generators for the WPCF funded through a FEMA grant program. All generators are 19 yrs old or older. This will be a three (3) year replacement program.	5
			3	Continue the sale of Nitrogen credits. Last calendar year Meriden was the third highest seller of credits in the State.	5
			4	Continue our annual program of rehabilitating the sanitary sewer collection system. This system has Inflow and Infiltration issues that are being addressed by this program (pipe lining/manholes)The collection system dates back to the late 1800's. This program reduces the amount of ground water being treated at the WPCF and increases the life of the sanitary sewer collection system.	5

		2012	2013	2014	2014 2/18/14	Department	City Manager	Public Utilities	Finance
		Actual	Actual	Budget	Actual	Budget Request	Budget	Commission	Committee
FISCAL DIVISION (0503-3910)									
	REVENUES								
0503-3910-30-0-0000-648	REVENUE WATER DEPT	790,245	820,106	848,368	848,368	901,505	901,505		
0503-3910-30-0-0000-649	REVENUE SEWER DEPT	712,694	740,514	774,680	774,680	813,035	813,035		
	TOTAL FISCAL REVENUES	1,502,939	1,560,620	1,623,048	1,623,048	1,714,540	1,714,540	-	-
	EXPENDITURES								
0503-3910-45-0-0000-190	ADMINISTRATION	113,927	113,694	114,013	77,145	116,294	116,294		
0503-3910-45-0-0000-191	OVERTIME	5,048	5,390	9,500	7,520	5,000	5,000		
0503-3910-45-0-0000-194	PUBLIC WORKS	106,011	106,374	108,791	64,658	108,791	108,791		
0503-3910-45-0-0000-196	MME	57,012	57,397	57,566	34,307	63,896	63,896		
0503-3910-45-0-0000-198	SUPERVISORS	176,181	182,118	184,633	111,905	196,766	196,766		
0503-3910-45-0-0000-200	EMPLOYEE BENEFITS	258,434	267,539	309,108	183,195	274,994	274,994		
0503-3910-45-0-0000-202	POST RETIREMENT BENEFITS (C	48,507	7,551	55,564	41,673	59,320	59,320		
0503-3910-45-0-0000-350	GASOLINE	6,830	6,204	5,100	2,154	5,100	5,100		
0503-3910-45-0-0000-352	VEHICLE MAINTENANCE	4,621	5,823	6,900	3,509	6,900	6,900		
0503-3910-45-0-0000-357	ATTORNEY FEES	4,896	(3,513)	9,000	4,480	9,000	9,000		
0503-3910-45-0-0000-390	OTHER PURCHASED SERVICES	49,105	58,060	86,575	29,611	86,575	86,575		
0503-3910-45-0-0000-391	MEDICAL EXPENSE	-	-	650	-	650	650		
0503-3910-45-0-0000-443	OFFICE EXPENSES AND SUPPLI	484	1,640	1,550	-	1,550	1,550		
0503-3910-45-0-0000-463	LIABILITY INSURANCE	48,789	56,267	59,168	46,948	147,016	147,016		
0503-3910-45-0-0000-487	METER MATERIALS	14,910	14,515	15,000	6,793	15,000	15,000		
0503-3910-45-0-0000-489	TAX COLLECTOR SERVICES	557,950	574,689	591,930	591,930	609,688	609,688		
0503-3910-45-0-0000-712	WATER METERS	8,228	10,253	8,000	(3,275)	8,000	8,000		
	TOTAL FISCAL EXPENDITURES	1,460,932	1,464,000	1,623,048	1,202,553	1,714,540	1,714,540	-	-
	TOTAL FISCAL EXPENDITURES	1,460,932	1,464,000	1,623,048	1,202,553	1,714,540	1,714,540		
	TOTAL FISCAL REVENUES	1,502,939	1,560,620	1,623,048	1,623,048	1,714,540	1,714,540		
	Variance	42,007	96,620	-	420,495	-	-		

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
FISCAL DIVISION (0503-3910)						
DIRECTOR OF PUBLIC UTILIT	0503	3910	190	100.00	116,293.69	116,293.69
WATER SERVICEPERSON	0503	3910	194	100.00	54,395.43	
WATER SERVICEPERSON	0503	3910	194	100.00	54,395.43	108,790.86
ACCOUNTS SUPERVISOR	0503	3910	196	100.00	63,895.30	63,895.30
SUPERINT/OPERATIONS-WATER	0503	3910	198	100.00	111,022.57	
WATER SERVICE SUPERVISOR	0503	3910	198	100.00	85,743.71	196,766.28
					485,746.13	485,746.13

		2012	2013	2014	2014 2/18/14	Department	City Manager	Public Utilities	Finance
		Actual	Actual	Budget	Actual	Budget Request	Budget	Commission	Committee
WATER (0503-3920)									
	REVENUES								
0503-3920-30-0-0000-633	MUNICIPAL HYDRANT FEES	93,200	92,800	62,240	-	62,240	62,240		
0503-3920-30-0-0000-634	FIRE SERVICE CHARGE	89,469	88,456	116,256	-	115,350	115,350		
0503-3920-30-0-0000-641	INTEREST	159,665	210,395	159,432	135,880	210,000	210,000		
0503-3920-30-0-0000-642	LIEN FEES	74,976	65,046	45,000	17,141	58,500	58,500		
0503-3920-30-0-0000-680	INTEREST ON INVESTMENTS	18,089	9,648	18,000	2,854	9,650	9,650		
0503-3920-30-0-0000-687	BASIC SERVICE CHARGE	708,807	765,229	766,871	-	835,415	835,415		
0503-3920-30-0-0000-695	MISC. INCOME	123,349	131,519	66,233	47,889	120,592	120,592		
0503-3920-30-0-0000-696	SALE OF SURPLUS PROPERTY	-	-	-	886	-	-		
0503-3920-30-0-0000-699	NET ASSETS	-	-	160,000	-	-	-		
0503-3920-30-0-0000-984	WATER SALES	7,476,808	6,956,506	8,129,500	-	8,400,000	8,400,000		
0503-3920-30-0-0714-745	PREMIUM	-	11,322	-	-	-	-		
	TOTAL WATER REVENUES	8,744,363	8,330,920	9,523,532	204,650	9,811,747	9,811,747	-	-
	EXPENDITURES								
0503-3920-45-0-0000-189	PART TIME / SEASONAL	-	-	16,000	-	-	-		
0503-3920-45-0-0000-191	OVERTIME	126,852	142,593	140,000	107,524	140,000	140,000		
0503-3920-45-0-0000-194	PUBLIC WORKS	1,556,563	1,426,828	1,598,137	843,568	1,545,393	1,545,393		
0503-3920-45-0-0000-196	MME	119,163	120,534	120,888	71,879	125,464	125,464		
0503-3920-45-0-0000-198	SUPERVISORS	80,278	82,009	82,215	49,845	85,744	85,744		
0503-3920-45-0-0000-200	EMPLOYEE'S BENEFITS	1,452,265	1,242,282	1,631,171	921,980	1,142,645	1,142,645		
0503-3920-45-0-0000-202	POST RETIREMENT BENEFITS (C	322,924	602,518	166,760	125,070	138,413	138,413		
0503-3920-45-0-0000-301	DEBT SERVICE-PRINCIPAL	1,205,489	1,310,000	1,230,000	1,170,000	1,166,726	1,166,726		
0503-3920-45-0-0000-302	DEBT SERVICE-INTEREST	565,865	447,636	456,934	427,290	408,411	408,411		
0503-3920-45-0-0000-305	DEBT SERVICE CLOSING COST	-	1,563	-	-	-	-		
0503-3920-45-0-0000-306	TAXES TO OTHER TOWNS	47,942	49,229	60,624	55,812	63,656	63,656		
0503-3920-45-0-0000-309	BABS FEDERAL SUBSIDY	(16,774)	(15,693)	(15,986)	(7,418)	(15,514)	(15,514)		
0503-3920-45-0-0000-314	DEBT SERVICE-PRINCIPAL	-	-	112,849	85,333	66,981	66,981		
0503-3920-45-0-0000-315	DEBT SERVICE-INTEREST	-	-	47,151	29,823	29,075	29,075		
0503-3920-45-0-0000-316	FUTURE DEBT SERVICE	-	-	-	-	315,636	315,636		

		2012	2013	2014	2014 2/18/14	Department	City Manager	Public Utilities	Finance
		Actual	Actual	Budget	Actual	Budget Request	Budget	Commission	Committee
0503-3920-45-0-0000-321	PUBLIC UTILITIES	742,980	769,512	825,000	409,897	825,000	825,000		
0503-3920-45-0-0000-323	REPAIRS & MAINTENANCE	5,786	18,897	15,000	10,787	20,000	20,000		
0503-3920-45-0-0000-350	GASOLINE	65,804	44,055	45,000	28,402	45,000	45,000		
0503-3920-45-0-0000-352	VEHICLE MAINTENANCE	62,197	50,304	75,000	37,872	75,000	75,000		
0503-3920-45-0-0000-388	AUDIT	8,500	8,800	10,565	8,585	10,500	10,500		
0503-3920-45-0-0000-390	WATER PURCHASED	167,326	171,073	266,320	116,927	327,880	327,880		
0503-3920-45-0-0000-398	FISCAL DIVISION SERVICE	790,245	820,106	848,368	848,368	901,505	901,505		
0503-3920-45-0-0000-399	ASSESSMENT GENERAL FUND	610,001	628,301	647,151	647,151	666,565	666,565		
0503-3920-45-0-0000-440	OFFICE EXPENSE & SUPPLIES	59,654	67,105	60,000	33,603	61,000	61,000		
0503-3920-45-0-0000-489	MEDICAL EXPENSE	2,200	2,588	3,600	755	3,600	3,600		
0503-3920-45-0-0000-491	MAINT OF MAINS & ACCESS	24,449	14,232	25,000	23,241	25,000	25,000		
0503-3920-45-0-0000-492	MAINTENANCE OF RESERVOIR	32,988	34,364	40,000	30,526	40,000	40,000		
0503-3920-45-0-0000-493	MAINT OF PUMP STATIONS	37,565	37,289	40,000	33,855	40,000	40,000		
0503-3920-45-0-0000-494	SERVICES-MATERIALS	3,875	10,657	5,000	(5,565)	5,000	5,000		
0503-3920-45-0-0000-495	TREATMENT EXPENSE	495,184	579,269	536,700	400,058	536,700	536,700		
0503-3920-45-0-0000-501	CAPITAL OUTLAY	170,046	60,158	53,555	31,055	-	-		
0503-3920-45-0-0000-502	DEPRECIATION EXPENSE	1,694,904	1,719,530	-	-	-	-		
0503-3920-45-0-0000-504	WATER EQUIPMENT	10,176	15,810	15,000	3,942	15,000	15,000		
0503-3920-45-0-0000-506	HYDRANTS-MATERIALS	3,910	6,749	6,000	825	10,000	10,000		
0503-3920-45-0-0000-640	MEMBERSHIPS & MEETINGS	12,835	14,626	11,575	9,117	11,575	11,575		
0503-3920-45-0-0000-643	INSURANCE	256,234	288,319	314,009	269,227	939,792	939,792		
0503-3920-45-0-0000-714	REPAIR TRENCHES	21,916	26,940	65,000	42,204	40,000	40,000		
0503-3920-45-0-0000-760	BAD DEBT EXPENSE	-	55,780	-	-	-	-		
	TOTAL WATER EXPENDITURES	10,739,340	10,853,966	9,554,586	6,861,539	9,811,747	9,811,747	-	-
	TOTAL WATER EXPENDITURES	10,739,340	10,853,966	9,554,586	6,861,539	9,811,747	9,811,747		
	TOTAL WATER REVENUES	8,744,363	8,330,920	9,523,532	204,650	9,811,747	9,811,747		
	Variance	(1,994,977)	(2,523,046)	(31,054)	(6,656,889)	-	-		

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
WATER (0503-3920)						
EQUIP OPER III/CR LDR COM	0503	3920	194	100.00	72,582.86	
EQUIP OPER III/CR LDR COM	0503	3920	194	100.00	72,582.86	
EQUIPMENT OPERATOR 3/CREW	0503	3920	194	100.00	72,582.86	
LAB TECH SOURC WATER INSP	0503	3920	194	100.00	67,452.00	
UTILITYPERSON III	0503	3920	194	100.00	66,138.00	
UTILITYPERSON III	0503	3920	194	100.00	66,138.00	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.00	51,017.00	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.00	60,277.14	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.00	51,017.00	
WATER DISTRIBUTION MAINTA	0503	3920	194	100.00	51,017.00	
WATER PLANT OPERATOR II	0503	3920	194	100.00	64,219.14	
WATER PLANT OPERATOR II	0503	3920	194	100.00	67,452.00	
WATER PLANT OPERATOR I	0503	3920	194	100.00	51,017.00	
WATER PLANT OPERATOR II	0503	3920	194	100.00	67,452.00	
WATER PLANT OPERATOR II	0503	3920	194	100.00	67,452.00	
WATER PLANT OPERATOR III	0503	3920	194	100.00	78,881.71	
WATER PLANT OPERATOR III	0503	3920	194	100.00	78,881.71	
WATER PLANT OPERATOR III	0503	3920	194	100.00	78,881.71	
WATER SERVICE TECHNICIAN	0503	3920	194	100.00	78,881.71	
WATERSHED EQ OP III TREC	0503	3920	194	100.00	77,401.00	
WATERSHED MAINTAINER	0503	3920	194	100.00	51,017.00	
WATERSHED MAINTAINER	0503	3920	194	100.00	51,017.00	
WATERSHED MAINTAINER	0503	3920	194	100.00	51,017.00	
WATERSHED MAINTAINER	0503	3920	194	100.00	51,017.00	1,545,392.70

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
WATER (0503-3920) cont'd						
ACCOUNT CLERK	0503	3920	196	100.00	54,809.15	
CROSS CONNECTION INSPECTO	0503	3920	196	100.00	70,654.45	125,463.60
WATER DISTRIBUTION SUPERV	0503	3920	198	100.00	85,743.71	85,743.71
					1,756,600.01	1,756,600.01

	SEWER (0502-3930)	2012	2013	2014	2014 2/18/14	Department	City Manager	Public Utilities	Finance
		Actual	Actual	Budget	Actual	Budget Request	Budget	Commission	Committee
	REVENUES								
0502-3930-30-0-0000-641	SEWER CONNECTION ASSESS	9,750	15,427	11,500	3,850	10,000	10,000		
0502-3930-30-0-0000-642	INTEREST & LIEN FEES	264,600	304,633	250,000	166,875	306,680	306,680		
0502-3930-30-0-0000-644	SEWER ASSESSMENT REVENUE	-	178,741	-	-	-	-		
0502-3930-30-0-0000-680	INTEREST ON INVESTMENTS	23,073	11,858	27,800	3,546	11,850	11,850		
0502-3930-30-0-0000-687	BASIC SERVICE FEE	595,979	651,052	648,138	-	707,288	707,288		
0502-3930-30-0-0000-690	NITROGEN CREDIT	232,648	294,797	200,000	-	222,155	222,155		
0502-3930-30-0-0000-695	MISC. INCOME	33,726	3,806	33,000	10,792	49,156	49,156		
0502-3930-30-0-0000-696	SALE OF SURPLUS PROPERTY	-	-	-	67,445	-	-		
0502-3930-30-0-0000-699	NET ASSETS	-	-	203,654	-	66,983	66,983		
0502-3930-30-0-0000-984	SEWER USE CHARGES	7,975,810	7,379,020	8,140,000	-	8,140,000	8,140,000		
0502-3930-30-0-0714-745	BOND PREMIUM REVENUE	-	15,106	-	-	-	-		
	TOTAL REVENUES	9,135,585	8,854,441	9,514,092	252,508	9,514,112	9,514,112	-	-
	EXPENDITURES								
0502-3930-45-0-0000-189	PART TIME / SEASONAL	-	-	1	-	1	1		
0502-3930-45-0-0000-191	OVERTIME	111,473	113,140	120,000	59,355	120,000	120,000		
0502-3930-45-0-0000-194	LABOR PUBLIC WORKS	584,272	563,638	648,847	311,220	640,872	640,872		
0502-3930-45-0-0000-196	MME	56,912	57,397	57,566	34,224	59,754	59,754		
0502-3930-45-0-0000-198	SUPERVISORS	371,943	363,585	394,138	238,024	419,250	419,250		
0502-3930-45-0-0000-200	EMPLOYEE BENEFITS	431,102	417,274	579,084	239,302	630,773	630,773		
0502-3930-45-0-0000-202	POST RETIREMENT BENEFITS (C	134,447	277,893	88,768	66,576	72,523	72,523		
0502-3930-45-0-0000-301	PRINCIPAL RETIREMENT	584,683	401,000	376,000	257,000	390,071	390,071		
0502-3930-45-0-0000-302	INTEREST	183,363	177,637	175,519	120,899	160,880	160,880		
0502-3930-45-0-0000-305	DEBT SERVICE CLOSING COST	-	2,085	-	-	-	-		
0502-3930-45-0-0000-307	PRINCIPAL RETIREMENT CWF	144,592	144,592	89,580	74,676	28,568	28,568		

	SEWER (0502-3930)	2012	2013	2014	2014 2/18/14	Department	City Manager	Public Utilities	Finance
		Actual	Actual	Budget	Actual	Budget Request	Budget	Commission	Committee
0502-3930-45-0-0000-308	INTEREST CWF	8,190	5,298	2,648	1,755	1,738	1,738		
0502-3930-45-0-0000-309	BABS FEDERAL SUBSIDY	(33,451)	(31,299)	(31,890)	(14,797)	(30,952)	(30,952)		
0502-3930-45-0-0000-310	PRINCIPAL CWF PLANT UPGRAD	2,533,795	1,503,910	1,534,266	891,260	1,565,234	1,565,234		
0502-3930-45-0-0000-311	INTEREST CWF PLANT UPGRAD	696,203	652,802	622,447	366,822	591,479	591,479		
0502-3930-45-0-0000-312	PRINCIPAL CWF I&I	-	126,161	74,882	43,499	76,393	76,393		
0502-3930-45-0-0000-313	INTEREST CWF I&I	-	34,665	32,504	19,142	30,992	30,992		
0502-3930-45-0-0000-321	UTILITIES	960,044	963,310	1,050,000	505,749	975,000	975,000		
0502-3930-45-0-0000-323	REPAIRS AND MAINTENANCE	59,446	114,592	115,000	54,294	115,000	115,000		
0502-3930-45-0-0000-342	WATER / SEWER BILL	8,872	6,706	10,000	4,404	10,000	10,000		
0502-3930-45-0-0000-350	GASOLINE	18,413	14,385	16,000	6,438	15,500	15,500		
0502-3930-45-0-0000-352	VEHICLE MAINTENANCE	13,060	16,674	22,000	8,044	21,500	21,500		
0502-3930-45-0-0000-388	AUDIT	8,500	8,800	10,565	8,585	10,500	10,500		
0502-3930-45-0-0000-391	MEDICAL EXPENSE	1,765	3,111	5,000	876	5,000	5,000		
0502-3930-45-0-0000-398	SERV PROV BY FISCAL DIV.	712,694	740,514	774,680	774,680	813,035	813,035		
0502-3930-45-0-0000-399	ASSESSMENT GENERAL FUND	610,001	628,301	647,151	647,151	666,565	666,565		
0502-3930-45-0-0000-463	CLAIMS	-	-	5,000	-	5,000	5,000		
0502-3930-45-0-0000-484	SEWER EXPENSE AND SUPPLIE	507,581	466,991	617,832	213,133	604,341	604,341		
0502-3930-45-0-0000-485	BIOSOLID DISPOSAL	670,164	726,144	710,000	348,842	710,000	710,000		
0502-3930-45-0-0000-486	PUMP STATION OPR AND MAINT	39,000	51,337	60,000	21,096	60,000	60,000		
0502-3930-45-0-0000-501	CAPITAL OUTLAY	18,005	-	60,001	-	1	1		
0502-3930-45-0-0000-502	DEPRECIATION EXPENSE	3,897,250	3,986,301	-	-	-	-		
0502-3930-45-0-0000-640	MEMBERSHIPS & MEETINGS	7,873	14,304	8,000	1,853	8,000	8,000		
0502-3930-45-0-0000-643	INSURANCE	644,619	679,330	638,503	609,523	737,094	737,094		
0502-3930-45-0-0000-760	BAD DEBT EXPENSE	-	67,264	-	-	-	-		
	TOTAL EXPENDITURES	13,984,811	13,297,842	9,514,092	5,913,624	9,514,112	9,514,112	-	-
	TOTAL EXPENDITURES	13,984,811	13,297,842	9,514,092	5,913,624	9,514,112	9,514,112		
	TOTAL REVENUES	9,135,585	8,854,441	9,514,092	252,508	9,514,112	9,514,112		
	Variance	(4,849,226)	(4,443,401)	-	(5,661,116)	-	-		

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15			Budget	Object
Job Title	Fund	Dept	Obl	Percentage	Amount	Total
SEWER (0502 - 3930)						
LABORATORY TECHNICIAN	0502	3930	194	100.00	59,130.00	
MAINTENANCE MECHANIC I	0502	3930	194	100.00	63,448.00	
MAINTENANCE MECHANIC III	0502	3930	194	100.00	78,881.71	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	60,277.14	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	49,586.00	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	49,586.00	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	50,107.77	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	60,277.14	
SEWER PLANT OPERATOR I	0502	3930	194	100.00	50,107.77	
SEWER PLANT OPERATOR II	0502	3930	194	100.00	62,405.00	
SEWER PLANT OPERATOR II	0502	3930	194	100.00	55,397.00	639,203.53
ADMINISTRATIVE SECRETARY	0502	3930	196	100.00	59,744.57	59,744.57
CHEMIST	0502	3930	198	100.00	82,406.57	
ELECTRONIC TECHNCIAN WPCF	0502	3930	198	100.00	66,534.28	
WPCF ASSISTANT MANAGER	0502	3930	198	100.00	82,656.86	
WPCF FACILITY MANAGER	0502	3930	198	100.00	101,908.00	
WPCF MAINTENANCE SUPERVIS	0502	3930	198	100.00	85,743.71	419,249.42
					1,118,197.52	1,118,197.52

GOLF

MANAGER

**GOLF COURSE
COMMISSION**

PRO SHOP

**OPERATIONS &
MAINTENANCE**

RESTAURANT

Golf Course Commission - The Golf Course Commission is a seven-member advisory panel, which provides direction and oversight for the Hunter Golf Club. It is the Commission's responsibility to set the rules and regulations for the Golf Course to advise and direct the Facility Manager, and to determine the operating budget and fees charged at the Golf Course. These actions are taken in cooperation with the City Council.

Operations and Maintenance - The Golf Course Staff is responsible for the maintenance and upkeep of the entire golf course facility. This responsibility includes not only the golf course itself, but also the grounds and parking lot areas around the Clubhouse. It is the goal of this Division to provide the best golfing conditions possible. In addition to golf, the facility is also available in the winter months for various activities, such as sledding, cross-country skiing, and related recreational activities.

Pro Shop - The Pro Shop is responsible for the collection of all daily fees, league fees, and season pass monies. It also oversees all play on the golf course and supervises the starters and rangers. Finally, this Division provides a fully stocked Pro Shop, conducts lessons and tournaments, and oversees tournament operations.

Restaurant - The Restaurant operates on a contractual basis, providing a full lounge menu and a snack bar. The Restaurant is open year round. The Restaurant's hours fluctuate depending upon the season.

	GOLF COURSE	2012	2013	2014	2014 2/18/14	Department	Percent	City Manager	Finance
		Actual	Actual	Budget	Actual	Budget Request	Change	Budget	Committee
	REVENUES								
0509-0810-30-0-0000-650	RECOVERY FROM GOLF PRO	51,767	45,062	51,000	33,842	45,500	-10.78%	45,500	
0509-0810-30-0-0000-655	GREENS FEES	434,624	364,707	453,110	225,251	474,051	4.62%	459,051	
0509-0810-30-0-0000-656	SEASONS PASSES	141,299	140,474	150,157	30,360	150,157	0.00%	150,157	
0509-0810-30-0-0000-657	TOURNAMENTS	56,019	49,747	56,323	41,070	56,323	0.00%	56,323	
0509-0810-30-0-0000-658	LEAGUES	47,449	43,528	47,416	22,819	47,416	0.00%	47,416	
0509-0810-30-0-0000-690	RENT	39,600	39,600	39,600	6,600	39,600	0.00%	39,600	
0509-0810-30-0-0000-692	GOLF CART FEES	41,670	36,168	45,000	23,741	36,000	-20.00%	36,000	
0509-0810-30-0-0000-693	GOLF CART FEES - GOLF PRO	229,770	192,892	227,640	126,616	195,500	-14.12%	195,500	
0509-0810-30-0-0000-695	INTEREST INCOME	2	-	-	-	-	#DIV/0!	-	
0509-0810-30-0-0000-696	SALE OF SURPLUS PROPERTY	-	-	-	402	-	#DIV/0!	-	
0509-0810-30-0-0000-746	REFUNDING BOND SAVINGS	-	113	-	-	-	#DIV/0!	-	
	TOTAL REVENUES	1,042,199	912,291	1,070,246	510,701	1,044,547	-2.40%	1,029,547	-
	EXPENDITURES								
0509-0810-45-0-0000-189	MISC PART-TIME	91,509	100,127	97,020	74,172	92,050	-5.12%	92,050	
0509-0810-45-0-0000-191	OVERTIME	16,607	16,266	16,200	8,478	16,350	0.93%	16,350	
0509-0810-45-0-0000-194	PUBLIC WORKS	163,278	112,115	114,673	38,098	101,533	-11.46%	101,533	
0509-0810-45-0-0000-198	SUPERVISORS	87,088	89,312	89,537	54,633	93,398	4.31%	93,398	
0509-0810-45-0-0000-200	EMPLOYEE BENEFITS	122,664	130,103	102,460	57,798	130,500	27.37%	130,500	
0509-0810-45-0-0000-202	POST RETIREMENT BENEFITS (OPEB)	17,364	33,764	10,514	7,886	8,747	-16.81%	8,747	
0509-0810-45-0-0000-301	BOND PAYMENTS	15,667	12,000	40,000	14,000	40,000	0.00%	40,000	
0509-0810-45-0-0000-302	BOND & BAN INTEREST	4,937	4,149	3,844	3,464	3,201	-16.73%	3,201	
0509-0810-45-0-0000-306	PRINCIPAL EXP-IRRIG PRJT	(18,632)	(37,525)	-	-	-		-	
0509-0810-45-0-0000-307	INTEREST EXP-IRRIG PRJT	-	113	-	-	-		-	
0509-0810-45-0-0000-309	BABS FEDERAL SUBSIDY	(279)	(261)	(266)	(124)	(258)	-3.01%	(258)	

	GOLF COURSE	2012	2013	2014	2014 2/18/14	Department	Percent	City Manager	Finance
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget Request</u>	<u>Change</u>	<u>Budget</u>	<u>Committee</u>
0509-0810-45-0-0000-345	GOLF EXPENSE & SUPPLY	183,880	166,441	175,437	114,509	175,437	0.00%	175,437	
0509-0810-45-0-0000-346	REIMBURSABLE GOLF PRO EXP	51,767	45,062	51,000	34,583	45,500	-10.78%	45,500	
0509-0810-45-0-0000-347	GOLF CART - GOLF PRO EXP	229,770	192,892	227,640	126,616	195,500	-14.12%	195,500	
0509-0810-45-0-0000-396	GOLF PRO	10,000	10,000	10,000	5,000	10,000	0.00%	10,000	
0509-0810-45-0-0000-441	CLUBHOUSE EXPENSE	34,279	35,404	34,079	23,071	35,500	4.17%	35,500	
0509-0810-45-0-0000-463	LIABILITY & GENERAL INSURANCE	80,208	80,339	80,208	47,176	80,339	0.16%	65,339	
0509-0810-45-0-0000-500	CAPITAL EQUIPMENT	14,702	15,093	15,500	12,762	15,000	-3.23%	15,000	
0509-0810-45-0-0000-502	DEPRECIATION EXPENSE	122,326	122,455	-	-	-	#DIV/0!	-	
0509-0810-45-0-0000-640	MEETINGS & MEMBERSHIPS	1,555	1,414	2,400	505	1,750	-27.08%	1,750	
	TOTAL EXPENDITURES	1,228,691	1,129,262	1,070,246	622,627	1,044,547	-2.40%	1,029,547	-
	TOTAL EXPENDITURES	1,228,691	1,129,262	1,070,246	622,627	1,044,547		1,029,547	
	TOTAL REVENUES	1,042,199	912,291	1,070,246	510,701	1,044,547		1,029,547	
	Variance	(186,492)	(216,971)	-	(111,926)	-		-	

2014-2015 Budget						
Payroll Projection Report						
Program : PR815L		7/01/14 to 7/01/15				
<u>Job Title</u>	<u>Fund</u>	<u>Dept</u>	<u>Obl</u>	<u>Percentage</u>	<u>Budget Amount</u>	<u>Object Total</u>
GOLF COURSE (509-0810)						
GOLF COURSE EQUIP TECHNIC	0509	0810	194	100.00	47,137.14	
LABORER II	0509	0810	194	100.00	54,395.43	101,532.57
SUPT. / MANAGER GOLF FACI	0509	0810	198	100.00	93,398.29	93,398.29
					194,930.86	194,930.86

SECTION 7

CIP

Capital Improvement Projects

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommendation Level		C.I.P. FY 14/15 - 19/20					(02/07/14)		
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL
LIBRARY	Children's Lib. Expansion Architect Design through Bid Docs			200,000					200,000
	Generator			255,000					255,000
	<i>Grant proceeds</i>			(85,000)					(85,000)
	Children's Library Expansion Construction				3,000,000				3,000,000
	<i>Grant proceeds</i>				(1,000,000)				(1,000,000)
	Library Window Replacement						700,000		700,000
	<i>Grant proceeds</i>						(233,333)		(233,333)
	TOTAL	-	-	370,000	2,000,000	-	466,667	-	2,836,667
AVIATION	New Hanger Construction	25,000							25,000
	TOTAL	25,000	-	-	-	-	-	-	25,000
HEALTH	Mini-Bus: Senior Center				60,000				60,000
	TOTAL	-	-	-	60,000	-	-	-	60,000
SMVFD	Station Renovations 2nd Floor Addition			200,000					200,000
	(Eng 10) - 1996 Replacement				610,000				610,000
	<i>Grant proceeds</i>				(305,000)				(305,000)
	Rescue 14 Replacement					200,000			200,000
	(Eng 11) - 2000 Replacement						620,000		620,000
	<i>Grant proceeds</i>						(310,000)		(310,000)
	TOTAL	-	-	200,000	305,000	200,000	310,000	-	1,015,000

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommendation Level		C.I.P. FY 14/15 - 19/20			(02/07/14)				
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL
PARKS, REC & PUBLIC BUILDINGS									
	Park buildings, doors, roofs windows etc Phase III	50,000		50,000	50,000				150,000
	Washington Park Patio Rehab			100,000	100,000				200,000
	Beaver Pond Rehab Phase II			40,000					40,000
	Irrigation of Parks Phase IV			11,000	11,000	11,000			33,000
	Park Paving Phase II	150,000		150,000	150,000	150,000			600,000
	Andrews Homestead Phase III			25,000					25,000
	Hubbard Park Power Phase II	15,000		35,000					50,000
	Playscape and safety surface replacement	65,000		120,000	120,000	120,000	120,000	120,000	665,000
	Tower Road Repair			150,000	150,000	150,000			450,000
	Holiday Light Decorations (replacement)	25,000		25,000	25,000	25,000	25,000	25,000	150,000
	Welcome to Meriden signs	20,000							20,000
	Hubbard Park Pool Replacement			75,000	450,000				525,000
	City Wide Basketball/Tennis resurface			40,000	40,000				80,000
	City Wide Fencing Phase V	25,000		25,000	25,000	25,000	25,000	25,000	150,000
	Memorial Park South Meriden			50,000	50,000				100,000
	Gilman Park			65,000					65,000
	Turf upgrade equipment/material	15,000		15,000	15,000	15,000			60,000
	Upgrade Columbus Park Soccer Field	10,000		60,000					70,000
	City buildings beautification	15,000		15,000	10,000				40,000
	City Hall clock tower	350,000							350,000
	Boiler for Police Department	130,000							130,000
	Police Department water tower			130,000					130,000
	Senior Center Improvements	20,000		25,000	25,000	30,000			100,000
	Senior Center roof replacement			230,000					230,000
	Stoddard Bldg interior Phase II	20,000							20,000
	City Hall HVAC Design/Engineering			225,000			1,000,000	1,050,000	2,275,000
	Security Phase II	25,000		15,000	15,000	15,000			70,000
	City Hall Interior upgrades	17,000		35,000	35,000	35,000	35,000	35,000	192,000
	Vehicle replacement	40,000		40,000	40,000	40,000	40,000	40,000	240,000
	Replacement of Elephant Vac			55,000					55,000
	Plumbers truck	35,000							35,000
	Box Truck Replacement	45,000							45,000
	Garbage truck replacement			125,000					125,000
	Sweeper Rehab			35,000					35,000
	Backhoe replacement			110,000					110,000
	Brush chipper			45,000					45,000
	Light Tower Replacement	10,000		10,000					20,000
	Mower replacement			50,000	100,000	50,000	110,000		310,000
	One ton dump truck replacement					70,000			70,000
	TOTAL	1,082,000	-	2,181,000	1,411,000	736,000	1,355,000	1,295,000	8,060,000

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommendation Level		C.I.P. FY 14/15 - 19/20						(02/07/14)		
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL	
PUBLIC WORKS										
-										
ENGINEER	City-Wide Road Reconstruction	500,000		500,000	500,000	500,000	500,000	500,000	3,000,000	
	City-Wide Road Reconst LoCIP Funding	507,399	(507,399)	507,399	507,399	507,399	507,399	507,399	2,536,995	
	<i>Grant proceeds</i>			(507,399)	(507,399)	(507,399)	(507,399)	(507,399)	(2,536,995)	
	City-Wide Road Sidewalks	400,000		400,000	400,000	400,000	400,000	400,000	2,400,000	
	Guiderail Replacement-Misc Locations	40,000		40,000	40,000	40,000	40,000	40,000	240,000	
	Miscellaneous Sidewalk Repairs	25,000		25,000	25,000	25,000	25,000	25,000	150,000	
	City-Wide Drainage			100,000			175,000	175,000	450,000	
	Spoon Shop Brook Drainage	125,000							125,000	
	Downtown Improvements	250,000		250,000	250,000	250,000			1,000,000	
	Foster Pond Dam - DEEP Grant	1,050,000	(651,000)						399,000	
	Linear Trials Projects	170,000		1,000,000	1,000,000				2,170,000	
	Jordan Brook Phase 3			250,000	250,000				500,000	
	Johnson Ave Reconstruction			750,000		1,300,000	2,200,000	2,900,000	7,150,000	
	Williams St Reconstruction				400,000				400,000	
	Hicks Ave Drainage/Road Improvements				400,000		500,000	500,000	1,400,000	
	Prospect Street Reconstruction				100,000		600,000		700,000	
	Baldwin Ave Recon (Design only)				700,000			1,500,000	2,200,000	
	Finch Ave Reconstruction (lower end)						450,000	550,000	1,000,000	
	Sodom Brook Sewer Relocation						500,000		500,000	
	Allen Ave Reconstruction (Design Only)					700,000			700,000	
	Preston Ave Recon (Design only)					700,000			700,000	
	Westfield Rd Recon (Design only)						700,000		700,000	
									-	
	TOTAL ENGINEERING	3,067,399	(1,158,399)	3,315,000	4,065,000	3,915,000	6,090,000	6,590,000	25,884,000	
SNOW	Snow Plow Replacements	14,000		15,000					29,000	
	Dump Body Replacement	75,000		77,500	80,000				232,500	
									-	
	TOTAL SNOW	89,000	-	92,500	80,000	-	-	-	261,500	
GARAGE	EXTEND OVERHEAD CRANE			90,000					90,000	
	WELDING TRUCK (Complete)			160,000					160,000	
	MACHINE SHOP EQUIPMENT				90,000				90,000	
									-	
	TOTAL GARAGE	-	-	250,000	90,000	-	-	-	340,000	
TRAFFIC	SIGNAL UPGRADE PROGRAM			205,000		215,000	220,000	225,000	865,000	
	PAVEMENT MARKINGS	200,000		200,000		200,000	200,000	200,000	1,000,000	
	VIDEO DETECTION PROGRAM	25,000		30,000	35,000	40,000			130,000	
	BUCKET TRUCK REPLACEMENT	115,000							115,000	
	FIRE ALARM SYSTEM UPGRADE			25,000	25,000				50,000	
	EAST MAIN CLOSED LOOP EXPANSION			30,000	30,000				60,000	
									-	
	TOTAL TRAFFIC	340,000	-	490,000	90,000	455,000	420,000	425,000	2,220,000	

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommendation Level		C.I.P. FY 14/15 - 19/20					(02/07/14)		
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL
HIGHWAY	Dump Truck	190,000		200,000	210,000	220,000	230,000	240,000	1,290,000
	Street Sweepers	230,000			250,000		270,000		750,000
	Pickup Truck	40,000		40,000					80,000
	Sweeper Rehabilitation			25,000	25,000				50,000
	Rear Mower			13,000					13,000
	Replace Storage Facilities			80,000	80,000		110,000	260,000	530,000
	Triaxle Replacement			230,000				250,000	480,000
	Utility Truck				75,000				75,000
	One Ton Dump and Sander					85,000			85,000
									-
	TOTAL HIGHWAY	460,000	-	588,000	640,000	305,000	610,000	750,000	3,353,000
TRANSFER STATION	Four Wheel Excavator			260,000					260,000
									-
	TOTAL TRANSFER STATION	-	-	260,000	-	-	-	-	260,000
BULKY WASTE	Bulky Waste Crane Truck			240,000					240,000
									-
	TOTAL BULKY WASTE	-	-	240,000	-	-	-	-	240,000
	TOTAL PUBLIC WORKS	3,956,399	(1,158,399)	5,235,500	4,965,000	4,675,000	7,120,000	7,765,000	32,558,500
GOLF	Replace Fencing and Entrance Gates	21,000							21,000
Non Enter	Replace carpeting in Clubhouse and Restrooms			32,000					32,000
	Parking Lot Improvements and Renovations							200,000	200,000
									-
	TOTAL	21,000	-	32,000	-	-	-	200,000	253,000

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommendation Level			C.I.P. FY 14/15 - 19/20				(02/07/14)		
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL
	Radio Path Survey	25,000							25,000
	HTH Feeders Wells/Plants	50,000							50,000
	Parker Ave-Heating System Insulation	40,000							40,000
SUBTOTAL FACILITIES/PLANTS		150,000	-	100,000	60,000	1,374,500	18,000	950,000	2,652,500

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS										
City Manager Recommendation Level		C.I.P. FY 14/15 - 19/20					(02/07/14)			
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL	
	TANKS:									
	Merimere 500,000 gals								-	
	Rehab/paint			550,000					550,000	
	Design /Specifications	7,000							7,000	
	Elmere - 1,000,000 gals								-	
	Rehab/paint			800,000					800,000	
	Design /Specifications	7,000							7,000	
	Fleming Road -2,000,000 gals								-	
	Design /Specifications	15,000							15,000	
	New w/mixer				2,200,000				2,200,000	
	Grant								-	
									-	
	SUBTOTAL - TANKS	29,000	-	1,350,000	2,200,000	-	-	-	3,579,000	
	PUMP STATIONS:									
	East Road Pump Station								-	
	Pumps			50,000					50,000	
	Carpenter Ave Zone Improvements								-	
	Williams Street Pump Station								-	
	Design				100,000				100,000	
	Construction					1,000,000			1,000,000	
	Kenmere Pump Station								-	
	Pumps/Motors			35,000					35,000	
									-	
	SUBTOTAL - PUMP STATIONS	-	-	85,000	100,000	1,000,000	-	-	1,185,000	
	DISTRIBUTION SYSTEM:									
	Cleaning/Lining/Replacement	500,000		500,000	500,000	500,000	500,000	500,000	3,000,000	
	Leak Study				40,000			40,000	80,000	
	Water Mains-Bridges								-	
	Design			25,000					25,000	
	Construction				750,000				750,000	
	East Main St Water Main (Under Hwy)								-	
	Clean & Line								-	
	Design			10,000					10,000	
	Construction				550,000				550,000	
									-	
	SUBTOTAL - DISTRIBUTION SYSTEM	500,000	-	535,000	1,840,000	500,000	500,000	540,000	4,415,000	
	ADMINISTRATION:									
	Meter Replacement Program	40,000		40,000	40,000				120,000	
									-	
	SUBTOTAL - ADMINISTRATION	40,000	-	40,000	40,000	-	-	-	120,000	

INTERDEPARTMENTAL REVIEW COMMITTEE FOR CAPITAL PROJECTS									
City Manager Recommendation Level			C.I.P. FY 14/15 - 19/20				(02/07/14)		
Dept.	Project Name	FY 14/15	GRANTS	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	TOTAL
	Total	9,977,604	(2,722,489)	13,425,519	15,925,500	13,146,500	11,893,667	12,227,000	73,873,301
	Board of Education	(3,044,339)	1,491,310	(1,262,719)	-	-	-	-	(2,815,748)
	Enterprise Funds	(1,683,000)	-	(3,327,000)	(6,730,000)	(4,031,500)	(1,976,000)	(2,229,000)	(19,976,500)
	Total w/o BOE, Enterprise Funds	5,250,265	(1,231,179)	8,835,800	9,195,500	9,115,000	9,917,667	9,998,000	51,081,053
	Total w/o BOE, Enterprise Funds net of grants	4,019,086							
	Cap Calculation FY2014 Principal Paydown \$8,234,000 * 50%	4,117,000							
	Imposed Cap less CIP Plan	97,914							
****HARBOR BROOK FLOOD CONTROL PROJECTS (Recommend these projects be funded separate from CIP as they will exceed the cap)									
HARBOR BROOK									
DRAINAGE	Program Management	415,000		100,000	100,000	100,000	100,000	100,000	915,000
	Center St Bridge	1,255,000		3,000,000					4,255,000
	Cooper St Bridge	3,540,000		1,460,000					5,000,000
	Cedar St Bridge/Daylighting (Design/Const)	400,000						4,000,000	4,400,000
	South Butler St Bridge (Design/Const) (1)			1,000,000	4,000,000				5,000,000
	Hanover Pond to Coe Ave Channel (2)				175,000	200,000	1,000,000		1,375,000
	Bradley Ave to Columbus Ave Channel				300,000		2,000,000		2,300,000
	Columbus Ave to Cook Ave Channel				175,000		1,500,000		1,675,000
	Hanover Towers Overflow Channel (3)				175,000		2,000,000		2,175,000
	Mill St Bridge and Road Reconstruction				500,000	5,000,000			5,500,000
	Cook Ave to Amtrak Bridge - Channel					225,000		2,500,000	2,725,000
	Cedar to Camp Channel (Design/Const)						225,000	1,500,000	1,725,000
	Property Acquisitions					1,000,000	500,000	500,000	2,000,000
	Subtotal Harbor Brook								
	Camp St to Westfield Road (Future)								-
	Broad Street Bridge (Future)								-
	Subtotal Future Harbor Brook Projects								-
	NOTES								-
	1) Includes Bank Acquisition								-
	2) Includes Legion Acquisition								-
	3) Includes Ped Bridge/Recreational Area								-
	TOTAL HARBOR BROOK DRAINAGE IMPVTS.	5,610,000	-	5,560,000	5,425,000	6,525,000	7,325,000	8,600,000	39,045,000