

TOWN OF MANSFIELD
SPECIAL TOWN COUNCIL MEETING

Wednesday, April 27, 2016

Audrey P. Beck Municipal Building
Council Chambers

6:30pm

A G E N D A

Call to Order/Roll Call

1. Staff Reports (if needed)
2. Adoption of Budget and Recommended Appropriations
3. Next Steps

ADJOURNMENT

Town of Mansfield
Resolutions to Adopt the FY 2016/17 Budget

RESOLVED: That the General Fund Budget for the Town of Mansfield, appended totaling \$41,655,430 is hereby adopted as the proposed operating budget for the Town of Mansfield for the fiscal year July 1, 2016 to June 30, 2017.

RESOLVED: That the Capital Fund Budget for the Town of Mansfield, appended totaling \$4,897,170 is hereby adopted as the capital improvements to be undertaken during fiscal year 2016/17 or later years.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2016 to June 30, 2017 in the amount of \$3,145,000 be adopted.

APPROPRIATIONS ACT

It is further resolved, that the following Appropriations Act be recommended for adoption at the annual Town Meeting for budget consideration:

RESOLVED: That the proposed General Fund Budget for the Town of Mansfield for fiscal year July 1, 2016 to June 30, 2017 in the amount of \$41,655,430 which proposed budget was adopted by the Council on April 27, 2016, be adopted and that the sums estimated and set forth in said budget be appropriated for the purpose indicated.

RESOLVED: That in accordance with Connecticut General Statutes Section 10-51, the proportionate share for the Town of Mansfield of the annual budget for Regional School District No. 19 shall be added to the General Fund Budget appropriation for the Town of Mansfield for fiscal year July 1, 2016 to June 30, 2017 and said sums shall be paid by the Town to the Regional School District as they become available.

RESOLVED: That the proposed Capital Projects Budget for fiscal year July 1, 2016 to June 30, 2017 in the amount of \$4,897,170 be adopted provided that the portion proposed to be funded by bonds or notes shall, at the appropriate times, be introduced for action by the Town Council subject to a vote by referendum as required by Section 407 of the Town Charter.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2016 to June 30, 2017 in the amount of \$3,145,000 be adopted.

Proposed FY 2016/17 Budget
 Potential Adjustments to Manager's Proposed Budget
 ** April 27, 2016 **

| No. | Description | Projected Revenues | General Fund Expenditures | | | Capital Fund | CNR Fund | MSFund | Pass/Fail |
|-----------------------------------|--|--------------------|---------------------------|---------------|---------------|--------------|--------------|--------------|-----------|
| | | | Town | Board | Total | | | | |
| Manager's Proposed Budgets | | \$ 53,104,840 | \$ 18,674,930 | \$ 22,980,500 | \$ 41,655,430 | \$ 4,897,170 | \$ 3,145,000 | \$ 2,629,825 | |
| Motions: | | | | | | | | | |
| 1 | Reduce estimated ECS Grant Funding | (387,700) | | | - | | | | |
| 2 | Reduce estimated Municipal Revenue Sharing Funding \$632,300 | (632,300) | | | - | | | | |
| 3 | Reduce contribution to Fund Balance \$400,000 - impacts mill rate only | | | | - | | | | |
| 4 | Remove motor vehicle mill rate cap - impacts mill rate calculation | 39,070 | | | - | | | | |
| 5 | Reduce G/F Transfer Out to Capital/CNR (reduces the unapprop. Balance in CNR) | | (325,000) | | (325,000) | | | | |
| 6 | Reduce G/F Transfer Out to Capital/CNR for Storrs Center Reserve | | (200,000) | | (200,000) | | | | |
| 7 | Reduce the CNR Transfer Out to Storrs Center Reserve | | | | - | (200,000) | (200,000) | | |
| 8 | Increase GF budget for Early Childhood Coordinator (\$8500 less \$7500 anticipated carryover of current year grant) | | 1,000 | | 1,000 | | | | |
| 9 | Increase Legislative budget for annual audit of policy & procedure compliance | | 25,000 | | 25,000 | | | | |
| 10 | Increase Contribution to Area Agencies: \$400 for Perception Programs; \$500 for Sexual Assault Crisis Services; and \$500 for Holy Family Shelter | | 1,400 | | 1,400 | | | | |
| 11 | Reduce Transfer Out to Capital/CNR to cover cost of audit, early childhood coordinator, and contributions to area agencies | | (27,400) | | (27,400) | | | | |
| 12 | Reduce Transfer Out from CNR to Capital for the Day Care carpeting project | | | | - | | (20,000) | | |
| 13 | Reduce Transfer Out from CNR to the Management Services Fund for Town Technology | | | | - | | (7,400) | | |
| 14 | To provide cash funding for the Vinton boiler, increase the Transfer Out from CNR to Capital | | | | - | | 125,000 | | |
| 15 | To provide cash funding for the Vinton boiler, reduce the IT 5 Year CIP plan and the Facilities 5 Year CIP plan by \$50,000 each | | | | - | (100,000) | | | |
| 16 | To provide cash funding for the Vinton boiler, provide \$225,000 of funding from the Management Services Fund Energy Account | | | | - | | | 225,000 | |
| Budgets As Amended | | \$ 52,123,910 | \$ 18,149,930 | \$ 22,980,500 | \$ 41,130,430 | \$ 4,597,170 | \$ 3,042,600 | \$ 2,854,825 | |

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**Town of Mansfield
Budget in Brief
Expenditure Budget Summary**

| | FY 15/16 Amended | FY 16/17 Proposed | <u>Increase/Decrease</u> | |
|------------------------------|----------------------|----------------------|--------------------------|-------------|
| | | | Amount | Percentage |
| Town: | | | | |
| General Government: | | | | |
| Operating Budget | \$ 14,498,990 | \$ 15,256,690 | \$ 757,700 | 5.2% |
| Capital Contribution | 1,637,380 | 2,608,240 | 970,860 | 59.3% |
| Debt Contribution | 285,000 | 285,000 | - | |
| Total General Government | 16,421,370 | 18,149,930 | 1,728,560 | 10.5% |
| Mansfield Board of Education | 22,022,750 | 22,980,500 | 957,750 | 4.3% |
| Total Town of Mansfield | <u>\$ 38,444,120</u> | <u>\$ 41,130,430</u> | <u>\$ 2,686,310</u> | <u>7.0%</u> |

| | FY 15/16 Amended | FY 16/17 Proposed | <u>Increase/Decrease</u> | |
|---------------------------|----------------------|----------------------|--------------------------|-------------|
| | | | Amount | Percentage |
| Recap: | | | | |
| Contribution to Region 19 | \$ 10,188,150 | \$ 10,493,480 | \$ 305,330 | 3.0% |
| Town Expenditures | 38,444,120 | 41,130,430 | 2,686,310 | 7.0% |
| Total Commitments | <u>\$ 48,632,270</u> | <u>\$ 51,623,910</u> | <u>\$ 2,991,640</u> | <u>6.2%</u> |

**Town of Mansfield
Budget in Brief
Summary of Revenues and Expenditures**

2016/17 over 2015/16

| | FY 15/16 Amended | FY 16/17 Proposed | Increase/Decrease | |
|-------------------------------------|----------------------|----------------------|---------------------|-------------|
| | | | Amount | Percentage |
| <u>Revenues:</u> | | | | |
| Taxes and Related Items | \$ 29,918,930 | \$ 31,216,750 | \$ 1,297,820 | 4.3% |
| Intergovernmental | 17,686,460 | 19,955,340 | 2,268,880 | 12.8% |
| Other Revenues | 1,026,880 | 951,820 | (75,060) | (7.3%) |
| Total Revenues | \$ 48,632,270 | \$ 52,123,910 | \$ 3,491,640 | 7.2% |
| <u>Expenditures:</u> | | | | |
| General Government | \$ 1,670,430 | \$ 1,728,130 | \$ 57,700 | 3.5% |
| Public Safety | 3,689,340 | 3,827,740 | 138,400 | 3.8% |
| Public Works | 2,984,480 | 3,095,010 | 110,530 | 3.7% |
| Community Services | 1,560,670 | 1,641,010 | 80,340 | 5.1% |
| Community Development | 626,140 | 615,600 | (10,540) | (1.7%) |
| Mansfield Board of Education | 22,022,750 | 22,980,500 | 957,750 | 4.3% |
| Town-Wide Expenditures | 3,136,430 | 3,467,200 | 330,770 | 10.5% |
| Other Financing Uses | 2,753,880 | 3,775,240 | 1,021,360 | 37.1% |
| Total Town of Mansfield | 38,444,120 | 41,130,430 | 2,686,310 | 7.0% |
| Contributions to Region 19 | 10,188,150 | 10,493,480 | 305,330 | 3.0% |
| Total General Fund | \$ 48,632,270 | \$ 51,623,910 | \$ 2,991,640 | 6.2% |
| Net Increase to Fund Balance | \$ - | \$ 500,000 | \$ 500,000 | |

Town of Mansfield
Estimated Tax Warrant and Levy
FY 2016/17

| <u>Amount to Raise by Taxation</u> | <u>Dollars</u> | <u>Equiv. Mill Rate</u> |
|--|----------------|-----------------------------|
| 1. Proposed Budget | | |
| Mansfield School Board | \$ 22,980,500 | |
| Town General Government | 18,149,930 | |
| Total Town | 41,130,430 | |
| Region 19 General Fund Contribution | 10,493,480 | |
| Total Expenditure Budgets | \$ 51,623,910 | 48.11 |
| 2. Plus: Fund Balance Reserve | 500,000 | 0.47 |
| 3. Less: | | |
| Tax Related Items | 612,500 | |
| Non-Tax Revenues | 20,907,160 | |
| App. Of Fund Balance | | |
| Total Other Revenues | 21,519,660 | 20.05 |
| Amount to Raise by Taxes (current levy) | \$ 30,604,250 | 28.52 |
| <u>Tax Warrant Computation</u> | | |
| 1. Amount to Raise by Taxes (current levy) | \$ 30,604,250 | 28.52 |
| 2. Amount of Abatement | 671,000 | 0.63 |
| 3. Reserve for Uncollected Taxes | 524,890 | 0.49 |
| 4. Reserve for Tax Appeals | 200,000 | 0.19 |
| 5. Elderly Programs | 51,000 | 0.05 |
| 6. Estimated Pro-rated Assessments | (25,000) | (0.02) |
| Total Tax Warrant | \$ 32,026,140 | 29.87 |
| <u>Mill Rate Computation</u> | | |
| 3. Tax Warrant | 32,026,140 | |
| | | = |
| 4. Taxable Grand List | 1,072,179,179 | 29.87 |
| Proposed Mill Rate | 29.87 | |
| Current Mill Rate | 29.87 | |
| Increase (Decrease) | 0.00 | |
| Percent Increase (Decrease) | 0.00% | |

Town of Mansfield
Capital and Nonrecurring Reserve Fund Budget
Estimated Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2016/17

| | FY 14/15 Actual | FY 15/16 Budget | FY 16/17 Proposed | FY 17/18 Projected | FY 18/19 Projected | FY 19/20 Projected | FY 20/21 Projected |
|--------------------------------------|--------------------|--------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Sources: | | | | | | | |
| General Fund Contribution | \$ 2,333,450 | \$ 1,637,380 | \$ 2,608,240 | \$ 3,175,000 | \$ 3,175,000 | \$ 3,250,000 | \$ 3,275,000 |
| Board Contribution | 50,000 | | | | | | |
| Ambulance User Fees | 250,769 | 275,000 | 250,000 | 250,000 | 250,000 | 250,000 | 250,000 |
| Other | 38,606 | | | | | | |
| Sewer Assessments | 913 | 500 | 500 | 500 | 500 | 500 | 500 |
| Pequot Funds | 205,662 | 209,560 | 205,660 | 205,660 | 205,660 | 205,660 | 205,660 |
| Total Sources | 2,879,400 | 2,122,440 | 3,064,400 | 3,631,160 | 3,631,160 | 3,706,160 | 3,731,160 |
| Uses: | | | | | | | |
| Operating Transfers Out: | | | | | | | |
| Management Services Fund | 185,000 | 185,000 | 192,600 | 200,000 | 200,000 | 200,000 | 200,000 |
| Capital Fund | 2,398,506 | 1,671,870 | 2,675,000 | 3,050,000 | 3,211,000 | 3,132,500 | 3,214,000 |
| Capital Fund - Storrs Center Reserve | 228,600 | 228,600 | 175,000 | 325,000 | 325,000 | | |
| Compensated Absences Fund | 36,000 | | | | | | |
| Total Uses | 2,848,106 | 2,085,470 | 3,042,600 | 3,575,000 | 3,736,000 | 3,332,500 | 3,414,000 |
| Excess/(Deficiency) | 31,294 | 36,970 | 21,800 | 56,160 | (104,840) | 373,660 | 317,160 |
| Fund Balance/(Deficit) July 1 | (4,725) | 26,569 | 63,539 | 85,339 | 141,499 | 36,659 | 410,319 |
| Fund Balance, June 30 | \$ 26,569 | \$ 63,539 | \$ 85,339 | \$ 141,499 | \$ 36,659 | \$ 410,319 | \$ 727,479 |

Town of Mansfield
Proposed Capital Projects Fund Financing Plan - 2016/17

| | Budget 2016/17 | LOCIP | CNR Fund | Bonds | Other Funds | State and Federal Grants | Town Aid Road Fund |
|------------------------------------|-------------------|----------------|------------------|-------|----------------|--------------------------------|--------------------------|
| General Government | | | | | | | |
| Classification & Compensation St | 30,000 | | 30,000 | | | | |
| Fleet Vehicle | 17,000 | | 17,000 | | | | |
| Furniture & Fixtures | 15,000 | | 15,000 | | | | |
| Police Service Consulting Assistar | 60,000 | | 60,000 | | | | |
| Pool Cars | 17,000 | | 17,000 | | | | |
| Software | 24,830 | | 24,830 | | | | |
| Total General Government | 163,830 | - | 163,830 | - | - | - | - |
| Public Safety | | | | | | | |
| Fire and Emergency Services | | | | | | | |
| Personal Protective Equip. | 15,000 | | 15,000 | | | | |
| Replacement 83MF | 35,000 | | 35,000 | | | | |
| Replacement Ambulance 507 | 245,000 | | 245,000 | | | | |
| Replacement of SCBA | 283,550 | | 14,170 | | | 269,380 | |
| Total Public Safety | 578,550 | - | 309,170 | - | - | 269,380 | - |
| Public Works | | | | | | | |
| Engineering CAD Upgrades | 30,000 | | 30,000 | | | | |
| Guiderails Imprv/Replacements | 50,000 | | 50,000 | | | | |
| Large Dump Trucks w/Plows | 200,000 | | 200,000 | | | | |
| Medium Dump Trucks | 47,000 | | 47,000 | | | | |
| Pickup/Small Dump Truck | 25,000 | | 25,000 | | | | |
| Ravine Road Improvements | 110,000 | | 110,000 | | | | |
| Road Drainage & MS4 Requirem | 70,000 | | 70,000 | | | | |
| Road/Resurfacing | 750,000 | 184,000 | 436,000 | | | | 130,000 |
| Transp/Walkways per Town's Pri | 30,000 | | 30,000 | | | | |
| Trees | 35,000 | | 35,000 | | | | |
| Vac all Truck | 11,000 | | 11,000 | | | | |
| Total Public Works | 1,358,000 | 184,000 | 1,044,000 | - | - | - | 130,000 |
| Facilities Management | | | | | | | |
| Town | | | | | | | |
| Animal Shelter Building Repairs | 2,000 | | 2,000 | | | | |
| Comm Center Building Repairs | 35,000 | | 35,000 | | | | |
| Custodial Equipment | 10,000 | | 10,000 | | | | |
| Day Care Building Repairs | 20,000 | | | | 20,000 | | |
| Fire Stations Building Repairs | 60,000 | | 60,000 | | | | |
| Historical Society Building Repair | 35,000 | | 35,000 | | | | |
| Indoor Air Quality Testing | 5,000 | | 5,000 | | | | |
| Library Building Repairs | 45,000 | | 45,000 | | | | |
| Maintenance Projects | 10,000 | | 10,000 | | | | |
| Park Building Repairs | 12,000 | | 12,000 | | | | |
| Public Works Building Repairs | 65,000 | | 65,000 | | | | |
| Roof Repairs | 15,000 | | 15,000 | | | | |
| Security Improvements | 10,000 | | 10,000 | | | | |
| Town Hall Building Repairs | 25,000 | | 25,000 | | | | |
| Work Trucks | 70,000 | | 70,000 | | | | |

Town of Mansfield
Proposed Capital Projects Fund Financing Plan - 2016/17

| | Budget 2016/17 | LOCIP | CNR Fund | Bonds | Other Funds | State and Federal Grants | Town Aid Road Fund |
|---------------------------------------|---------------------|-------------------|---------------------|-------------------|-------------------|--------------------------------|--------------------------|
| Facilities Management (cont'd) | | | | | | | |
| Education | | | | | | | |
| Facilities Study | 160,000 | | 160,000 | | | | |
| Mansfield Middle School Gym | 873,000 | | | 873,000 | | | |
| School Building Maintenance | 150,000 | | 150,000 | | | | |
| Vinton Boiler | 450,000 | | 225,000 | | 225,000 | | |
| Total Facilities Management | 2,052,000 | - | 934,000 | 873,000 | 245,000 | - | - |
| Community Services | | | | | | | |
| Fitness - Equipment | 45,790 | | | | 45,790 | | |
| Invasive Control | 14,000 | | 14,000 | | | | |
| Park Improvements | 20,000 | | 20,000 | | | | |
| Playscapes and Playground Surfac | 40,000 | | 40,000 | | | | |
| Total Community Services | 119,790 | - | 74,000 | - | 45,790 | - | - |
| Community Development | | | | | | | |
| Storrs Center Reserve | 175,000 | | 175,000 | | | | |
| Total Community Develop. | 175,000 | - | 175,000 | - | - | - | - |
| Education | | | | | | | |
| Technology Infrastructure | 150,000 | | 150,000 | | | | |
| Total Education | 150,000 | - | 150,000 | - | - | - | - |
| TOTAL C.I.P. 2016/17 | \$ 4,597,170 | \$ 184,000 | \$ 2,850,000 | \$ 873,000 | \$ 290,790 | \$ 269,380 | \$ 130,000 |

Capital Fund Programs 2016/17

