



## **BUDGET WORKSHOP** PUBLIC WORKS AND OTHER FUNDS

April 3, 2025

Town Manager's Proposed FY 2025/26 Budget



### TONIGHT'S TOPICS FOR REVIEW/DISCUSSION

- Public Works Operating Budget (General Fund)
  - Public Works Capital Budget (Capital Non-recurring Fund)
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- Town Aid Road Fund
  - Sewer Operating Enterprise Fund
  - Solid Waste Fund
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- Capital Non-recurring Fund
  - Transit Services Fund
  - Debt Services Fund
  - Health Insurance Fund
  - Workers Compensation Fund
  - Cemetery Fund
- Eastern Highlands Health District
  - Mansfield Downtown Partnership



## PUBLIC WORKS SUMMARY

Department	FY 2024/25	FY 2025/26	\$ Change	% Change
Public Works (excluding Facilities Mgt)	\$3,232,930	\$3,478,590	\$245,660	7.60%

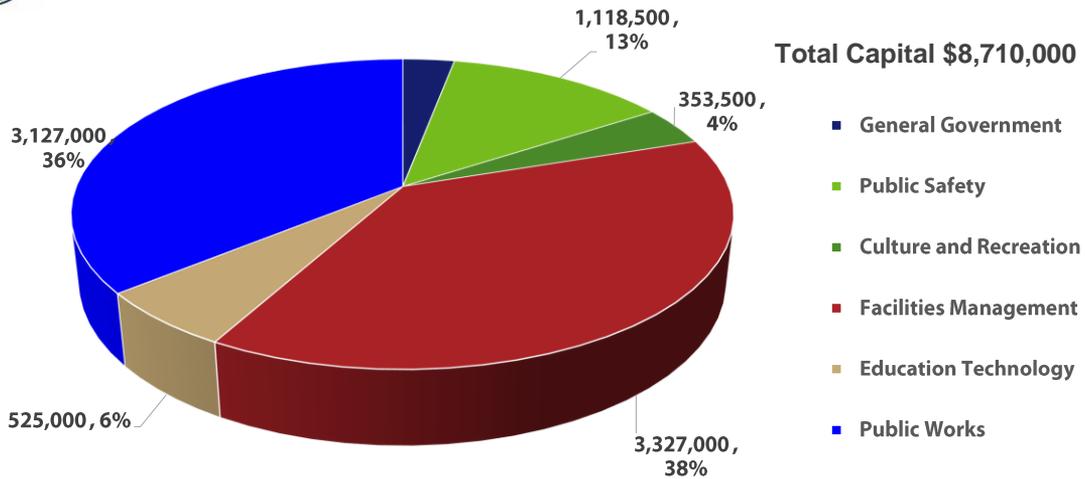


## PUBLIC WORKS HIGHLIGHTS

- **Public Works – \$3,478,590 (increase of \$245,660; 7.60%)**
  - Increase of one (1) FT staff member (\$22,515; prorated)
    - ❖ FT Laborer – Grounds Division (March 2026) – recommendation included in Parks and Recreation Master Plan
  - Contracted salary adjustments (steps) – \$168,730 Increase
  - Fuel – \$15,000 Increase
  - Supplies – \$7,090 Increase
  - Contracted Services – \$6,700 Increase



## INVESTMENTS IN CAPITAL IMPROVEMENT PROJECTS



## CAPITAL FUND MAJOR PROJECTS

- **Public Works (Total – \$3,127,000)**
  - Road drainage and resurfacing (townwide) – \$2,000,000 (annual)
  - Transportation projects (walkways & guiderails) – \$225,000
  - Vehicle/equipment replacements – \$647,000
  - Tree removal – \$100,000 (annual)
  - Streetlights – \$5,000
  - Engineering (Foot Bridge Replacement) – \$150,000 (partial funding)



## MAJOR ONGOING “NON-PAVING” PROJECTS (FUNDED)

- Hunting Lodge Road Culvert – American Rescue Plan Act (ARPA)
- Maple Road Complete Street – Local Transportation Capital Improvement Program (LOTICIP)
- Downtown Loop Closure (Hunting Lodge and Route 275) – Transportation Alternatives (TA)
- S. Eagleville Road/SR-275 Walkway and Boulevard – Community Challenge Grant (CCG)
- Sanitary Sewer Extension Project for Eagleville Green – ARPA
- Bridge Atwoodville Road over Mount Hope River – CTDOT Federal Local Bridge Program
- Bridge Gurleyville Road over Fenton River – CTDOT Federal Local Bridge Program
- Bridge Juniper Lane over Mount Hope River – CTDOT Federal Local Bridge Program
- Storrs Road/SR-195 Multi-use Trail – Community Project (Congressional Earmark), partial
- Separatist Road Reconstruction – Local Transportation Capital Improvement Program (LOTICIP)
- Transfer Station – Walls and Swap Shop Building



## 5-YEAR PAVING PLAN

- The plan reflects current intent, but plans can/must change due to funding, evolving priorities, citizen concerns, and unexpected/emergency events
- Current areas of focus include:
  - Improvements to collector roads
  - Neighborhood road resurfacing in vicinity of a collector road being resurfaced can be done at same time if funds are available
  - A neighborhood road in very poor condition (pothole patching)
- Separatist Road is being addressed separately as we are awaiting LOTICIP grant approval by CRCOG/CTDOT (\$4 million request)



## 5 YEAR PAVING PLAN – PLANNED FOR FY 2024/25 (CONSTRUCTION YEAR **2025**)

- Bassetts Bridge Road
- Greenfield Lane (mill and pave)
- Westwood Road
- Hillside Circle
- Kaya Lane
- Maple Road (LOTICIP – 2 years)
- Mulberry Road
- Spring Hill Road (Maple Road to Storrs Road)
- Downtown Resurfacing (separate capital project)
- Storrs Heights Road\*
- Minnesota Road\*
- Flaherty Road\*

\*Projects not previously scheduled for the 2025 construction year, but that have been integrated into the updated Paving Plan



## 5 YEAR PAVING PLAN – PLANNED FOR FY 2025/26 (CONSTRUCTION YEAR **2026**)

- Hanks Hill Road
- Farrell Road
- Bundy Lane
- Crane Hill Road
- Puddin Lane
- Maple Road (LOTICIP – 2 years)



## DPW SPECIAL REVENUE/ENTERPRISE FUNDS – SUMMARY

Fund	FY 2024/25	FY 2025/26	\$ Change	% Change
Town Aid Road Fund	\$566,000	\$577,930	\$11,930	2.1%
UConn Sewer Operating Enterprise Fund	\$732,270	\$874,800	\$142,530	19.5%
Willimantic Sewer Operating Enterprise Fund	\$320,000	\$326,800	\$6,800	2.1%
Solid Waste Fund	\$1,768,435	\$1,911,270	\$142,835	8.1%



## TOWN AID ROAD FUND HIGHLIGHTS

- **Proposed Budget – \$577,930 (\$11,930 increase, 2.1%)**
  - Snow Removal/Winter Roads Treatment Program
  - Projected Revenues:
    - ❖ Town Aid Road Grant – \$417,500
    - ❖ Fee for Services – Region 19 snow removal – \$51,000
    - ❖ Use of Fund Balance – \$109,430
  - Proposed Expenditures:
    - ❖ Overtime – \$154,930
    - ❖ Salt/Chemicals – \$297,000
    - ❖ Snow Hauling – \$26,000
    - ❖ CIP Funding (Road Resurfacing/Drainage) – \$100,000
  - Projected Ending Fund Balance – \$154,306



## SEWER OPERATING ENTERPRISE FUND – PRELIMINARY

- **UConn Sewer Fund Proposed Budget – \$874,800 (19.5% increase)**
  - Growing customer base – 2 new connections last year with 1 more multi-use users currently proposed next fiscal year
  - Assessments will provide 89% of the revenue for debt service line item
  - Increase in estimated pump station maintenance operating expenses – \$50,000
  - Estimated billing from UConn – \$400,800
  - Projected Ending Net Position (FB + Capital Assets) – \$11,425,448
  - Increase to typical user is projected to be \$5/year
- **Willimantic Sewer Fund Proposed Budget – \$326,800 (2.1% increase)**
  - Growing customer base – New leases @ East Brook Mall and full year of new connections
  - Increase to typical user is projected to be \$10/year
  - Projected Ending Net Position (FB + Capital Assets) – \$480,191

Final budgets will be submitted to and approved by the Council after Town Meeting (Summer 2025)



## SOLID WASTE FUND HIGHLIGHTS

- **Proposed Budget – \$1,911,270 (8.1% increase)**
  - Projected Revenues:
    - ❖ Collections Fees – \$1,520,300
    - ❖ Transfer Station Fees – \$150,000
    - ❖ Other (Liquor Surcharge, Sale of Recyclables, etc.) – \$75,000
    - ❖ Use of Fund Balance – \$165,970
  - Proposed Expenditures:
    - ❖ Tipping Fees & Contract Pickup – \$1,445,700
    - ❖ Wages and Fringe Benefits – \$353,450
    - ❖ Supplies and Services – \$67,790
    - ❖ Depreciation – \$44,330

Projected Ending Net Position – \$674,854

--**Single Family Trash Collection** → Contract expires on 6/30/28 (one 5-year extension available; 6/30/2033)

--**Multi Family Trash Collection** → Contract expires on 11/30/2025 (two 2-year extensions available; 11/30/2029)

--**Municipal Solid Waste Tipping Fee** → Contract expires on 6/30/28 (one 5-year extension available; 6/30/2033)



## Discussion on DPW Special Revenue/Enterprise Fund Budgets (Non-General Fund)



### OTHER FUNDS – SUMMARY

Fund	FY 2024/25	FY 2025/26	\$ Change	% Change
Capital Non-recurring Fund	\$6,352,950	\$5,266,300	(\$1,086,650)	(17.1%)
Transit Services Fund	\$163,800	\$165,200	\$1,400	0.9%
Debt Service Fund	\$2,644,475	\$2,549,925	(\$94,550)	(3.6%)
Health Insurance Fund	\$10,369,050	\$10,597,400	\$228,350	2.2%
Workers Comp. Fund	\$465,000	\$450,000	(\$15,000)	(3.2%)
Cemetery Fund	\$49,500	\$67,415	\$17,915	36.2%



## CAPITAL AND NONRECURRING FUND

- Major sources of funding:
 

○ General Fund Contribution	\$4,600,000
○ Ambulance User Fees	\$ 500,000
○ Pequot/Mohegan Grant	\$ 179,150
○ Add to CNR Fund Balance	\$ 12,851
  
- Proposed Usage:
 

○ Transfer to Capital	\$5,266,300
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- CNR Fund does not include recurring and non-capital expenditures
- Projected ending Unassigned Fund Balance – \$823,679

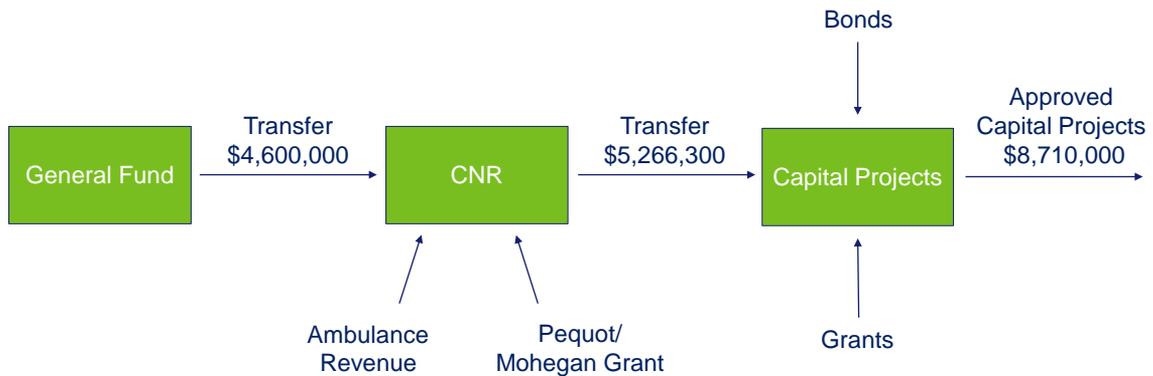


## CAPITAL FUNDING AND “FUNDS” EXPLAINED

- The Town budgets an annual appropriation in the General Fund for the expressed purpose of transferring the funds to the Capital and Nonrecurring (CNR) Fund
  - TM’s proposed FY26 budget includes a \$4.6 million GF transfer to CNR
- The CNR Fund receives the GF contribution as well as funding from other sources (ambulance fees, Pequot/Mohegan Grant)
- The CNR Fund annually transfers funds to the Capital Projects Fund based on the projects approved during the budget process
  - TM’s proposed FY26 budget includes a \$5,266,300 transfer from CNR Fund to CP Fund
- All approved capital projects and related expenditures are tracked in the CP Fund
- The CP Fund also accounts for bond and grant funded capital projects, as authorized by the budget process or Town Council approval throughout the year
  - TM’s proposed FY26 budget for the CP Fund is \$8,710,000
  - \$5.266 million from CNR Fund, Town Aid Road (\$100K), LoCIP (\$313.7K), Management Services Fund (\$40K), a capital lease (\$490K) and general obligation bonds (\$2.5M).



## CAPITAL FUNDING AND "FUNDS" EXPLAINED (CONT'D)



## TRANSIT SERVICES FUND HIGHLIGHTS

- **Proposed Budget – \$165,200 (0.9% increase)**

### Revenues:

- Rental Income (MDP Leased Office Space) – \$14,670
- General Fund Transfer – \$145,000

### Expenditures:

- Nash Zimmer Transportation Center – \$23,500
  - ❖ Primarily cleaning service and supplies and liability insurance
- WRTD Programs – \$141,700
  - ❖ Dial-A-Ride, Fixed Route, Disabled Transport and Fare-free

Projected Ending Fund Balance – \$236,246



## DEBT SERVICE FUND HIGHLIGHTS

- **Proposed Budget - \$2,549,925 (3.6% decrease)**
  - Transfer In from General Fund – \$1,900,000
  - Use of DSF fund balance (from FY23 GF “surplus” transfer) – \$436,000
  - Transfer In from Sewer Operating – \$213,750
    - ❖ 89% of the 2019 sewer P&I to be paid from assessments
  - Principal payments – \$1,515,000
  - Interest payments – \$1,033,425
  - Estimated Outstanding Principal at June 30, 2025 – \$25,465,000
    - ❖ 2011, 2019, 2022, 2023 Bond Issues – school, town and sewer
  - Projected Ending Fund Balance – \$378,254



## HEALTH INSURANCE FUND HIGHLIGHTS

- **Proposed Budget – \$10,597,400 (2.2% increase)**
  - Internal Service Fund – Self-insured pool for Town, Mansfield Public Schools, Regional School District 19, EHHD, MDP, and the Mansfield Housing Authority
  - Average premium increase 2.8% due to positive claim trends
  - Town Manager’s proposed budget for FY26 includes use of \$126,750 in available fund balance in the Health Insurance Fund to avoid passing on the full increase in premiums to employees and taxpayers
  - Projected Ending Fund Balance – \$3,502,654 (33.1%)
    - Estimated “fully funded” balance – \$2,649,350 (25%)



## WORKERS COMP. INSURANCE FUND HIGHLIGHTS

- **Proposed Budget – \$450,000 (3.2% decrease)**
  - Internal Service Fund used to make payments for workers comp insurance premiums for the Town and MBOE
  - Workers comp insurance is presently purchased through CIRMA
  - We participate in this insurance pool to control swings in premium costs
  - Projected decrease of approximately \$3,500 for FY 2025/26 based on current year estimates
  - Projected ending Fund Balance – \$240,997 (53.6%)



## CEMETERY FUND HIGHLIGHTS

- **Proposed Budget – \$67,412 (36.2% increase)**
  - Primary expenditures – cemetery maintenance and mowing (contracted)
  - Wages for part-time sexton (~\$12,415/year)
  - Increase in contracted services for mowing
  - Estimated ending fund balance – \$225,018
  - Permanent balance – \$1,200
  - Currently maintains 4 active cemeteries and 16 inactive cemeteries



## OTHER AGENCIES – SUMMARY

Fund	FY 2024/25	FY 2025/26	\$ Change	% Change
Eastern Highlands Health District	\$1,007,076	\$1,071,890	\$64,814	6.4%
Mansfield Downtown Partnership*	\$416,960	\$429,971	\$13,011	3.1%

\*The Partnership's budget has been approved by its Finance and Growth Committee. The Board of Directors will review and act on the adoption of the FY26 budget at its April 3 meeting.



## EASTERN HIGHLANDS HEALTH DISTRICT HIGHLIGHTS

- **Proposed Budget – \$1,071,890 (6.4% increase)**
  - 10-Town health district
  - Environmental health, public health emergency preparedness
  - FY 2026 budget adopted by EHHD Board of Directors on January 16, 2025
  - Member town contributions reflect 3.36% increase (\$5.95 to \$6.15) in the per capita rate and any needed annual adjustments in Town population
  - Mansfield contribution – \$156,2200 (\$760 or 0.5% **decrease** from FY 24/25); no adjustments made to Mansfield's estimated population (25,401)





## MANSFIELD DOWNTOWN PARTNERSHIP HIGHLIGHTS



- **Proposed Budget – \$429,971 (3.1% increase)**
  - Primary drivers:
    - ❖ Adjustments to wages (+23,007) and benefits (-\$7,051)
    - ❖ Funding key strategies identified in the Strategic Plan (CRS, marketing, etc.)
  - Mansfield and UConn make equal annual monetary contributions
    - ❖ \$180,000 (\$5,000 increase) per entity
  - Mansfield contracts with MDP for Townwide economic development services
    - ❖ \$50,000 (level funded)
  - Membership fees – \$20,000
  - Projected ending fund balance FY26 – \$589,736
  - MDP Board to review/approve the FY26 budget on April 3



## BUDGET WORK SESSIONS

- Hybrid meeting format
- Agenda outline will be provided before the meetings. Council members are encouraged to send questions to the Town Manager prior to the meeting to expedite responses
- Appropriate Town staff will either be available in-person or via remote connection to answer Council member questions
- Work Sessions will be live streamed for public viewing at <https://www.mansfieldct.gov/video>
- Citizens may submit questions via email to: [Budget2026@Mansfieldct.org](mailto:Budget2026@Mansfieldct.org)
- Public comment will be accepted by USPS mail prior to the meeting or by email to: [Pub\\_Comm@Mansfieldct.org](mailto:Pub_Comm@Mansfieldct.org)



## UPCOMING BUDGET DATES

Date	Topics include:	Time
April 7, Monday*	Board of Education, Shared Service Departments	6:00pm
April 14, Monday	Public Hearing – Submit for Regular Meeting	7:00pm
April 21, Monday*	Discussion of Flagged Items	6:00pm
April 24, Thursday	Budget Discussion and Adoption of Budget	6:00pm
April 28, Monday	Adoption of Budget – if needed	6:00pm
May 5, Monday	Region 19 Annual Meeting on Budget	7:00pm
May 6, Tuesday	Region 19 Budget Referendum	All day
May 8, Thursday	Public Information Session #2 (Council Adopted Budget)	5:15pm
May 14, Tuesday	Annual Town Meeting	7:00pm

\*Meetings will be held virtually (Zoom)