

# TOWN OF WEST HARTFORD FISCAL YEAR 2015-2016

## BUDGET IN BRIEF

### ALL FUNDS

REVENUES AND OTHER RESOURCES	ACTUAL 2013-2014	ADOPTED 2014-2015	ESTIMATED 2014-2015	ADOPTED 2015-2016
General Fund	\$243,521,877	\$251,256,866	\$251,580,184	\$257,514,043
Blue Back Square Fund	3,342,109	3,547,138	3,567,199	3,683,241
Community Development Block Grant Fund	539,418	1,150,026	1,150,026	696,863
CDBG – Housing Rehabilitation Fund	208,157	432,175	573,829	150,000
State Housing & Community Development Fund	19,354			
Westmoor Park Fund	629,056	642,000	632,422	660,259
Leisure Services Fund	3,122,088	2,979,164	2,950,311	2,970,041
Private School Services Fund	1,992,550	2,047,489	2,092,401	2,177,576
West Hartford Library Fund	44,019	30,000	30,120	30,000
Parking Lot Fund	2,496,754	2,966,218	2,983,157	2,956,115
Capital & Non-Recurring Expenditure Fund	1,722,328	100,000	100,000	
Police Private Duty Fund	2,047,838	2,100,750	2,100,000	2,100,000
Technology Investment Fund	25,477	25,500	18,350	18,350
Cemetery Operating Fund	301,946	347,000	347,000	347,000
<b>Total Revenue &amp; Other Resources</b>	<b>\$260,012,971</b>	<b>\$267,624,326</b>	<b>\$268,124,999</b>	<b>\$273,303,488</b>

EXPENDITURES AND OTHER USES	ACTUAL 2013-2014	ADOPTED 2014-2015	ESTIMATED 2014-2015	ADOPTED 2015-2016
General Fund	\$242,807,542	\$251,256,866	\$251,005,677	\$257,514,043
Blue Back Square Fund	4,065,556	3,921,500	3,921,500	3,877,700
Community Development Block Grant Fund	539,418	1,150,026	1,150,026	696,863
CDBG – Housing Rehabilitation Fund	208,157	432,175	573,829	150,000
State Housing & Community Development Fund				19,300
Westmoor Park Fund	657,817	624,191	616,103	683,821
Leisure Services Fund	3,065,363	2,978,564	2,999,440	2,957,187
Private School Services Fund	1,992,550	2,047,489	2,092,401	2,177,576
West Hartford Library Fund	36,691	66,446	66,566	30,000
Parking Lot Fund	2,531,658	2,495,199	2,479,221	2,953,694
Capital & Non-Recurring Expenditure Fund	1,494,758	100,000	100,000	
Police Private Duty Fund	2,030,050	2,038,570	2,033,570	2,048,645
Technology Investment Fund	20,150	72,478	68,678	15,000
Cemetery Operating Fund	324,129	384,141	382,761	387,132
<b>Total Expenditures &amp; Other Uses</b>	<b>\$259,773,839</b>	<b>\$267,567,645</b>	<b>\$267,489,772</b>	<b>\$273,510,961</b>

CHANGE IN FUND BALANCE	\$ 239,132	\$ 56,681	\$ 635,227	(\$ 207,473)
BEGINNING BALANCE	\$ 24,253,918	\$ 24,493,050	\$ 24,493,050	\$ 25,128,277
ENDING BALANCE	\$ 24,493,050	\$ 24,549,731	\$ 25,128,277	\$ 24,920,804

**ANNUAL BUDGET 2015-2016**

**Summary of Sources, Uses And Changes in Fund Balances - All Funds**

	<u>General Fund</u>	<u>Blue Back Square Fund</u>	<u>CDBG Fund</u>	<u>CDBG Housing Rehab Fund</u>	<u>State Housing Fund</u>	<u>Westmoor Park Fund</u>	<u>Leisure Services Fund</u>
<b><u>Revenues</u></b>							
Property Taxes	\$227,984,992						
Intergovernmental	22,198,732		696,863	150,000			
Charges for Services	5,205,109	18,856				287,000	2,912,091
Miscellaneous	1,086,500	2,500				373,259	37,950
<b>Total Revenues</b>	<b>\$256,475,333</b>	<b>\$21,356</b>	<b>\$696,863</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$660,259</b>	<b>\$2,950,041</b>
<b><u>Other Resources</u></b>							
Transfers In	\$1,038,710	\$3,661,885					\$20,000
<b>Total Other Resources</b>	<b>\$1,038,710</b>	<b>\$3,661,885</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>
<b>Total Revenue &amp; Other Resources</b>	<b>\$257,514,043</b>	<b>\$3,683,241</b>	<b>\$696,863</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$660,259</b>	<b>\$2,970,041</b>
<b><u>Expenditures</u></b>							
Town Clerk	\$ 253,272						
Town Council	366,003						
Town Manager	281,828						
Corporation Counsel	418,908						
Registrar of Voters	268,362						
Information Technology	731,842						
Financial Services	2,112,083						
Assessor	660,999						
Employee Services	421,828						
Fire Department	10,761,597						
Police Department	14,890,685						
Community Services	2,532,688		246,720	150,000			
Public Works	11,388,494						
Plant & Facilities Services	2,031,670						
Human & Leisure Services	2,903,662		275,143			655,506	2,957,187
Library Services	3,248,413						
Education	148,370,424						
Debt Service	15,119,984						
Non-Departmental	39,287,954	3,877,700					
<b>Total Expenditures</b>	<b>\$256,050,696</b>	<b>\$3,877,700</b>	<b>\$521,863</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$655,506</b>	<b>\$2,957,187</b>
<b><u>Other Uses</u></b>							
Transfers Out	1,463,347		175,000		19,300	28,315	
<b>Total Other Uses</b>	<b>\$1,463,347</b>	<b>\$0</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$19,300</b>	<b>\$28,315</b>	<b>\$0</b>
<b>Total Expenditures and Other Uses</b>	<b>\$257,514,043</b>	<b>\$3,877,700</b>	<b>\$696,863</b>	<b>\$150,000</b>	<b>\$19,300</b>	<b>\$683,821</b>	<b>\$2,957,187</b>
<b>Change in Fund Balance</b>	<b>\$0</b>	<b>(\$194,459)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$19,300)</b>	<b>(\$23,562)</b>	<b>\$12,854</b>
<b>Estimated Fund Balance 7/1/15</b>	<b>\$20,232,548</b>	<b>\$812,097</b>	<b>\$0</b>	<b>\$54,394</b>	<b>\$19,354</b>	<b>\$513,128</b>	<b>(\$2,015,983)</b>
<b>Estimated Fund Balance 6/30/16</b>	<b>\$20,232,548</b>	<b>\$617,638</b>	<b>\$0</b>	<b>\$54,394</b>	<b>\$54</b>	<b>\$489,566</b>	<b>(\$2,003,129)</b>

NOTE: Transfers In and Out on this schedule may not balance since some transfers are from budgeted to unbudgeted funds.

**ANNUAL BUDGET 2015-2016**

**Summary of Sources, Uses And Changes in Fund Balances - All Funds**

	Private School Services Fund	Library Fund	Parking Lot Fund	Capital & Non- Recurring Expenditure Fund	Police Private Duty Service Fund	Technology Investment Fund	Cemetery Operating Fund	Total All Funds
<b>Revenues</b>								
Property Taxes								\$227,984,992
Intergovernmental	777,396	15,000						23,837,991
Charges for Services		15,000	2,951,115		2,100,000	18,150	340,000	13,847,321
Miscellaneous			5,000			200	7,000	1,512,409
<b>Total Revenues</b>	<b>\$777,396</b>	<b>\$30,000</b>	<b>\$2,956,115</b>	<b>\$0</b>	<b>\$2,100,000</b>	<b>\$18,350</b>	<b>\$347,000</b>	<b>\$267,182,713</b>
<b>Other Resources</b>								
Transfers In	\$1,400,180							\$6,120,775
<b>Total Other Resources</b>	<b>\$1,400,180</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,120,775</b>
<b>Total Revenue &amp; Other Resources</b>	<b>\$2,177,576</b>	<b>\$30,000</b>	<b>\$2,956,115</b>	<b>\$0</b>	<b>\$2,100,000</b>	<b>\$18,350</b>	<b>\$347,000</b>	<b>\$273,303,488</b>
<b>Expenditures</b>								
Town Clerk								\$ 253,272
Town Council								366,003
Town Manager								281,828
Corporation Counsel								418,908
Registrar of Voters								268,362
Information Technology						15,000		746,842
Financial Services								2,112,083
Assessor								660,999
Employee Services								421,828
Fire Department								10,761,597
Police Department					1,923,645			16,814,330
Community Services								2,929,408
Public Works			2,953,694				383,908	14,726,096
Plant & Facilities Services								2,031,670
Human & Leisure Services								6,791,498
Library Services		30,000						3,278,413
Education								148,370,424
Debt Service								15,119,984
Non-Departmental	2,177,576							45,343,230
<b>Total Expenditures</b>	<b>\$2,177,576</b>	<b>\$30,000</b>	<b>\$2,953,694</b>	<b>\$0</b>	<b>\$1,923,645</b>	<b>\$15,000</b>	<b>\$383,908</b>	<b>\$271,696,775</b>
<b>Other Uses</b>								
Transfers Out					125,000		3,224	1,814,186
<b>Total Other Uses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$3,224</b>	<b>\$1,814,186</b>
<b>Total Expenditures and Other Uses</b>	<b>\$2,177,576</b>	<b>\$30,000</b>	<b>\$2,953,694</b>	<b>\$0</b>	<b>\$2,048,645</b>	<b>\$15,000</b>	<b>\$387,132</b>	<b>\$273,510,961</b>
<b>Change in Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,421</b>	<b>\$0</b>	<b>\$51,355</b>	<b>\$3,350</b>	<b>(\$40,132)</b>	<b>(\$207,473)</b>
<b>Estimated Fund Balance 7/1/15</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,988,173</b>	<b>\$657,498</b>	<b>\$818,693</b>	<b>(\$3,350)</b>	<b>\$2,051,725</b>	<b>\$25,128,277</b>
<b>Estimated Fund Balance 6/30/16</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,990,594</b>	<b>\$657,498</b>	<b>\$870,048</b>	<b>\$0</b>	<b>\$2,011,593</b>	<b>\$24,920,804</b>

NOTE: Transfers In and Out on this schedule may not balance since some transfers are from budgeted to unbudgeted funds.

# TOWN OF WEST HARTFORD FISCAL YEAR 2015-2016

## BUDGET IN BRIEF

### GENERAL FUND

REVENUES AND OTHER RESOURCES	ACTUAL 2013-2014	ADOPTED 2014-2015	ESTIMATED 2014-2015	ADOPTED 2015-2016
Current Year Property Taxes	\$210,576,922	\$217,737,947	\$217,737,947	\$223,959,992
Other Property Taxes	4,345,994	3,775,000	4,025,000	4,025,000
Intergovernmental	21,978,579	22,553,908	22,814,082	22,198,732
Charges for Services	4,951,424	5,185,597	5,054,095	5,205,109
Miscellaneous	782,788	979,419	998,906	1,086,500
Transfers In	886,170	1,024,995	950,154	1,038,710
<b>Total Revenue &amp; Other Resources</b>	<b>\$243,521,877</b>	<b>\$251,256,866</b>	<b>\$251,580,184</b>	<b>\$257,514,043</b>

EXPENDITURES AND OTHER USES	ACTUAL 2013-2014	ADOPTED 2014-2015	ESTIMATED 2014-2015	ADOPTED 2015-2016
Town Council	\$ 383,570	\$ 353,552	\$ 368,123	\$ 366,003
Town Clerk	288,249	272,695	256,447	253,272
Town Manager	270,526	271,038	278,152	281,828
Corporation Counsel	464,590	462,246	476,839	418,908
Registrar of Voters	188,487	265,708	257,984	268,362
Assessor	615,134	640,691	642,806	660,999
Information Technology	746,868	732,152	732,152	731,842
Financial Services	2,063,375	2,102,545	2,091,247	2,112,083
Employee Services	407,556	416,003	409,375	421,828
Fire	10,214,376	10,580,651	10,702,831	10,761,597
Police	15,200,132	15,164,165	15,253,942	14,890,685
Community Services	2,586,137	2,485,707	2,465,124	2,532,688
Public Works	10,906,641	11,157,034	11,116,918	11,451,661
Plant and Facilities Services	2,213,372	2,061,313	2,058,594	2,031,670
Human and Leisure Services	3,025,937	2,935,354	2,896,367	2,903,662
Library	3,184,683	3,189,443	3,229,249	3,248,413
Education	139,444,560	145,888,757	145,488,757	148,370,424
Capital Financing	15,093,321	13,754,144	13,754,144	15,119,984
Non-Departmental	35,510,028	38,523,668	38,526,626	40,688,134
<b>Total Expenditures &amp; Other Uses</b>	<b>\$242,807,542</b>	<b>\$251,256,866</b>	<b>\$251,005,677</b>	<b>\$257,514,043</b>

CHANGE IN FUND BALANCE	\$ 714,335	\$	\$ 574,507	\$
BEGINNING BALANCE	\$ 18,943,706	\$ 19,658,041	\$ 19,658,041	\$ 20,232,548
ENDING BALANCE	\$ 19,658,041	\$ 19,658,041	\$ 20,232,548	\$ 20,232,548

**SUMMARY BY DEPARTMENT  
GENERAL FUND EXPENDITURES AND OTHER USES**

	<u>ACTUAL</u> <u>FY 2013-2014</u>	<u>ADOPTED</u> <u>FY 2014-2015</u>	<u>ESTIMATED</u> <u>FY 2014-2015</u>	<u>ADOPTED</u> <u>FY 2015-2016</u>	<u>PERCENT</u> <u>CHANGE</u>
Town Council	\$ 383,570	\$ 353,552	\$ 368,123	\$ 366,003	3.5%
Town Clerk	288,249	272,695	256,447	253,272	-7.1%
Town Manager	270,526	271,038	278,152	281,828	4.0%
Corporation Counsel	464,590	462,246	476,839	418,908	-9.4%
Registrar of Voters	188,487	265,708	257,984	268,362	1.0%
Assessor's Office	615,134	640,691	642,806	660,999	3.2%
Information Technology	746,868	732,152	732,152	731,842	
Financial Services	2,063,375	2,102,545	2,091,247	2,112,083	0.5%
Employee Services	407,556	416,003	409,375	421,828	1.4%
Fire	10,214,376	10,580,651	10,702,831	10,761,597	1.7%
Police	15,200,132	15,164,165	15,253,942	14,890,685	-1.8%
Community Services	2,586,137	2,485,707	2,465,124	2,532,688	1.9%
Public Works	10,906,641	11,157,034	11,116,918	11,451,661	2.6%
Plant and Facilities Services	2,213,372	2,061,313	2,058,594	2,031,670	-1.4%
Human and Leisure Services	3,025,937	2,935,354	2,896,367	2,903,662	-1.1%
Library	3,184,683	3,189,443	3,229,249	3,248,413	1.8%
Education	139,444,560	145,888,757	145,488,757	148,370,424	1.7%
Capital Financing	15,093,321	13,754,144	13,754,144	15,119,984	9.9%
Non-Departmental	<u>35,510,028</u>	<u>38,523,668</u>	<u>38,526,626</u>	<u>40,688,134</u>	5.6%
<b>Total Expenditures &amp; Other Uses</b>	<b>\$242,807,542</b>	<b>\$251,256,866</b>	<b>\$251,005,677</b>	<b>\$257,514,043</b>	<b>2.5%</b>

**ANNUAL BUDGET 2015-2016**

**GENERAL FUND ESTIMATED REVENUES AND OTHER RESOURCES**

	<b>Actual 2013-2014</b>	<b>Adopted 2014-2015</b>	<b>Actual 6 month</b>	<b>Estimated 2014-2015</b>	<b>Adopted 2015-2016</b>	<b>Percent Change</b>
<b>PROPERTY TAXES</b>						
Current Year Taxes	\$210,576,922	\$217,737,947	\$140,323,668	\$217,737,947	\$223,959,992	2.9%
Motor Vehicle Supplement	1,910,428	1,775,000	608,001	2,025,000	1,925,000	8.5%
Prior Year Taxes	1,508,896	1,300,000	1,035,307	1,300,000	1,350,000	3.8%
Interest & Lien Fees	<u>926,670</u>	<u>700,000</u>	<u>418,831</u>	<u>700,000</u>	<u>750,000</u>	7.1%
<b>TOTAL PROPERTY TAXES</b>	<b>214,922,916</b>	<b>221,512,947</b>	<b>142,385,807</b>	<b>221,762,947</b>	<b>227,984,992</b>	<b>2.9%</b>
<b>INTERGOVERNMENTAL REVENUES</b>						
<b>Federal</b>						
Dial-A-Ride Assistance	85,475	84,460	5,643	84,460	22,000	-74.0%
Law Enforcement Grants	<u>57,234</u>	<u>214,791</u>	<u>53,646</u>	<u>214,791</u>		-100.0%
<b>Total Federal Revenues</b>	<b>142,709</b>	<b>299,251</b>	<b>59,289</b>	<b>299,251</b>	<b>22,000</b>	<b>-92.6%</b>
<b>State</b>						
ECS Grant	17,568,474	18,181,174	9,090,588	18,357,740	18,181,174	
School Building Subsidy	207,065	141,804	132,522	141,804	136,277	-3.9%
School Transportation	<u>278,606</u>	<u>256,021</u>		<u>271,164</u>	<u>181,304</u>	-29.2%
Sub-Total Education	18,054,145	18,578,999	9,223,110	18,770,708	18,498,755	-0.4%
Circuit Breaker	274,672	275,000	281,354	281,354	282,000	2.5%
Disabled Property Tax Relief	4,540	4,500	6,104	6,104	4,500	
Elderly Property Tax Relief	2,000	2,000				-100.0%
Municipal Tax Relief	757,839	757,839		757,839	805,784	6.3%
Payment in lieu of Taxes (PILOT)	1,342,285	1,332,388	1,385,646	1,385,646	1,319,151	-1.0%
Veterans Tax Relief	<u>69,849</u>	<u>70,000</u>	<u>69,077</u>	<u>70,000</u>	<u>70,000</u>	
Sub-Total Property Tax Relief	2,451,185	2,441,727	1,742,181	2,500,943	2,481,435	1.6%
Alcohol/Drug Abuse Grant	5,675	5,675	250	5,675	5,675	
YSB Grant	<u>42,898</u>	<u>35,056</u>	<u>27,904</u>	<u>35,056</u>	<u>35,056</u>	
Sub-Total Human Services	48,573	40,731	28,154	40,731	40,731	
Town Aid Road	689,311	689,311	343,726	687,452	687,452	-0.3%
Library Grant	1,284	1,250		1,250	1,000	-20.0%
Emergency 911 Service Grant	140,690	141,000	105,446	141,000	141,000	
Emergency Management Grant	35,619	15,000		20,899		-100.0%
Municipal Video Competition Trust	11,028					
Pequot/Mohegan Fund Grant	242,387	219,669	73,344	220,140	211,359	-3.8%
Telephone Grant	150,868	115,000		115,000	115,000	
Miscellaneous State Revenue	4,280	4,470	9,208	9,208		-100.0%
Preservation of Historic Documents	<u>6,500</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>		-100.0%
Sub-Total Other State Aid	1,281,967	1,193,200	539,224	1,202,449	1,155,811	-3.1%
<b>Total State Revenue</b>	<b>21,835,870</b>	<b>22,254,657</b>	<b>11,532,669</b>	<b>22,514,831</b>	<b>22,176,732</b>	<b>-0.4%</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>21,978,579</b>	<b>22,553,908</b>	<b>11,591,958</b>	<b>22,814,082</b>	<b>22,198,732</b>	<b>-1.6%</b>

**ANNUAL BUDGET 2015-2016**

**GENERAL FUND ESTIMATED REVENUES AND OTHER RESOURCES**

	Actual 2013-2014	Adopted 2014-2015	Actual 6 month	Estimated 2014-2015	Adopted 2015-2016	Percent Change
<b>CHARGES FOR SERVICES</b>						
<b>Licenses &amp; Permits</b>						
Building Permits	1,224,888	1,500,000	704,775	1,500,000	1,700,000	13.3%
Dog Licenses	11,613	11,000	706	11,000	11,000	
Fire Occupancy/Use Permits	345,122	250,000	150,220	250,000	300,000	20.0%
Marriage Licenses	16,341	16,500	8,205	16,500	16,500	
Public Works Permits	107,711	110,000	51,934	110,000	110,000	
Weapons Permits	12,870	11,000	4,830	11,000	11,000	
Engineering Licenses & Permits	60,350	63,500	62,502	85,500	85,500	34.6%
Zoning Permits	22,557	32,500	19,956	35,000	35,000	7.7%
Miscellaneous Licenses & Permits	<u>2,544</u>	<u>2,900</u>	<u>1,389</u>	<u>2,700</u>	<u>2,650</u>	-8.6%
<b>Total Licenses &amp; Permits</b>	1,803,996	1,997,400	1,004,517	2,021,700	2,271,650	13.7%
<b>Charges for Services</b>						
Alarm Fees	27,334	22,000	12,291	22,000	22,000	
Birth Certificates	15,875	12,000	5,150	12,000	12,000	
Conveyance Taxes	854,132	975,000	519,181	950,000	950,000	-2.6%
Copies	53,626	54,900	23,863	53,943	54,900	
Day Care Services	47,662	45,638	26,623	45,638	46,839	2.6%
Death Certificates	55,118	55,000	24,360	55,000	55,000	
General Admissions	62,595	62,600	41,524	52,000	52,000	-16.9%
Land Records Fee	254,016	375,000	122,362	250,000	250,000	-33.3%
Land Records – Farmland Bill Fees	23,214	30,000	10,053	20,000	20,000	-33.3%
MERS Fee	66,860	60,000	31,618	60,000	60,000	
Memberships	119,017	83,000	53,817	95,000	80,000	-3.6%
Metal Recycling	17,116	11,000	2,392	11,000	11,000	
Recycling Revenue	74,923	70,000	30,561	70,000	70,000	
Miscellaneous Charges For Services	97,869	140,664	44,903	135,140	128,950	-8.3%
Program Registrations	436,124	434,000	325,594	428,487	429,250	-1.1%
Rental of Facilities	210,314	183,492	135,143	221,284	203,820	11.1%
Special Events	162,414	141,203	23,805	141,203	53,000	-62.5%
Revenue Cost Sharing	9,673	13,000	11,736	13,000	13,000	
TPZ/IWW Applications	32,052	39,500	11,720	25,000	25,000	-36.7%
Zoning Petitions	<u>68,528</u>	<u>15,000</u>	<u>4,242</u>	<u>15,000</u>	<u>40,000</u>	166.7%
<b>Total Charges for Services</b>	2,688,462	2,822,997	1,460,938	2,675,695	2,576,759	-8.7%
<b>Fines &amp; Forfeitures</b>						
Adult Library Fines	52,912	50,000	21,207	50,000	50,000	
Children’s Library Fines	8,621	10,000	3,955	8,000	8,000	-20.0%
Lost Material Payment	5,934	7,000	3,759	7,000	7,000	
Moving Vehicle Violations	32,161	35,000	11,880	35,000	35,000	
Ordinance Violations	2,793	10,000	1,993	4,000	4,000	-60.0%
Parking Violation	354,185	250,000	143,314	250,000	250,000	
Miscellaneous Fines & Forfeitures	<u>2,360</u>	<u>3,200</u>	<u>1,515</u>	<u>2,700</u>	<u>2,700</u>	-15.6%
<b>Total Fines &amp; Forfeitures</b>	458,966	365,200	187,623	356,700	356,700	-2.3%
<b>TOTAL CHARGES FOR SERVICES</b>	<b>4,951,424</b>	<b>5,185,597</b>	<b>2,653,078</b>	<b>5,054,095</b>	<b>5,205,109</b>	<b>0.4%</b>

**ANNUAL BUDGET 2015-2016**

**GENERAL FUND ESTIMATED REVENUES AND OTHER RESOURCES**

	<b>Actual 2013-2014</b>	<b>Adopted 2014-2015</b>	<b>Actual 6 month</b>	<b>Estimated 2014-2015</b>	<b>Adopted 2015-2016</b>	<b>Percent Change</b>
<b>MISCELLANEOUS REVENUES</b>						
Miscellaneous Revenue	56,526	315,000		315,000	455,000	44.4%
Commissions	19,958		232	232		
Contributions	32,710	74,919	54,459	78,315	42,000	-43.9%
Private Bequests		20,000		20,000	20,000	
Interest Income	255,997	250,000	121,401	250,000	250,000	
Miscellaneous Reimbursements	35,601	19,500	6,972	20,348	19,500	
Workers Compensation Reimbursements	299,843	300,000	169,005	300,000	300,000	
Sale of Assets	<u>82,153</u>		<u>13,920</u>	<u>15,011</u>		
<b>TOTAL MISC REVENUES</b>	<b>782,788</b>	<b>979,419</b>	<b>365,989</b>	<b>998,906</b>	<b>1,086,500</b>	<b>10.9%</b>
<b>TRANSFERS IN</b>						
Financial Services (Accounting Services)	67,000	67,000		67,000	67,000	
Employee Services (RMF)	40,000	40,000		40,000	40,000	
Police (PPD)	75,000	125,000		125,000	125,000	
Community Services (CPF)	54,933	125,000	29,168	85,000	100,000	-20.0%
Community Services (CDBG)	50,000	50,000		50,000	50,000	
Public Works (LoCIP Grant)	459,237	459,237		459,237	436,682	-4.9%
Facilities Services (CPF)	140,000	158,758		123,917	200,728	26.4%
Human Services (SHCDF)					<u>19,300</u>	
<b>TOTAL TRANSFERS IN</b>	<b>886,170</b>	<b>1,024,995</b>	<b>29,168</b>	<b>950,154</b>	<b>1,038,710</b>	<b>1.3%</b>
<b>GENERAL FUND TOTAL REVENUE</b>	<b>\$243,521,877</b>	<b>\$251,256,866</b>	<b>\$157,026,000</b>	<b>\$251,580,184</b>	<b>\$257,514,043</b>	<b>2.5%</b>



**ANNUAL BUDGET 2015-2016**

**COMPARISON OF WAGES AND SALARIES, OPERATING EXPENSE,  
EQUIPMENT, AND SOCIAL SECURITY  
GENERAL FUND**

	<u>Actual</u> <u>2013-14</u>	<u>Adopted</u> <u>2014-15</u>	<u>Estimated</u> <u>2014-15</u>	<u>Adopted</u> <u>2015-16</u>	<u>Percent</u> <u>Change</u>
<b><u>Town Council</u></b>					
Wages & Salaries	\$137,870	\$102,248	\$115,136	\$107,105	4.8%
Operating Expense	236,328	243,631	244,781	250,856	3.0%
Social Security	<u>9,372</u>	<u>7,673</u>	<u>8,206</u>	<u>8,042</u>	4.8%
<b>TOTAL</b>	<b>\$383,570</b>	<b>\$353,552</b>	<b>\$368,123</b>	<b>\$366,003</b>	<b>3.5%</b>
<b><u>Town Clerk</u></b>					
Wages & Salaries	\$168,207	\$154,379	\$146,277	\$151,223	-2.0%
Operating Expense	109,868	108,950	100,450	91,950	-15.6%
Social Security	<u>10,174</u>	<u>9,366</u>	<u>9,720</u>	<u>10,099</u>	7.8%
<b>TOTAL</b>	<b>\$288,249</b>	<b>\$272,695</b>	<b>\$256,447</b>	<b>\$253,272</b>	<b>-7.1%</b>
<b><u>Town Manager</u></b>					
Wages & Salaries	\$251,758	\$251,830	\$258,944	\$262,386	4.2%
Operating Expense	3,550	4,150	4,150	4,150	
Social Security	<u>15,218</u>	<u>15,058</u>	<u>15,058</u>	<u>15,292</u>	1.6%
<b>TOTAL</b>	<b>\$270,526</b>	<b>\$271,038</b>	<b>\$278,152</b>	<b>\$281,828</b>	<b>4.0%</b>
<b><u>Corporation Counsel</u></b>					
Wages & Salaries	\$311,963	\$303,636	\$318,229	\$324,959	7.0%
Operating Expense	130,281	136,360	136,360	71,360	-47.7%
Social Security	<u>22,346</u>	<u>22,250</u>	<u>22,250</u>	<u>22,589</u>	1.5%
<b>TOTAL</b>	<b>\$464,590</b>	<b>\$462,246</b>	<b>\$476,839</b>	<b>\$418,908</b>	<b>-9.4%</b>
<b><u>Registrar of Voters</u></b>					
Wages & Salaries	\$151,122	\$212,283	\$202,856	213,086	0.4%
Operating Expense	28,554	41,775	43,478	43,408	3.9%
Social Security	<u>8,811</u>	<u>11,650</u>	<u>11,650</u>	<u>11,868</u>	1.9%
<b>TOTAL</b>	<b>\$188,487</b>	<b>\$265,708</b>	<b>\$257,984</b>	<b>\$268,362</b>	<b>1.0%</b>
<b><u>Assessor</u></b>					
Wages & Salaries	\$540,990	\$556,975	\$559,090	\$562,514	1.0%
Operating Expense	34,023	42,304	42,304	56,815	34.3%
Social Security	<u>40,121</u>	<u>41,412</u>	<u>41,412</u>	<u>41,670</u>	0.6%
<b>TOTAL</b>	<b>\$615,134</b>	<b>\$640,691</b>	<b>\$642,806</b>	<b>\$660,999</b>	<b>3.2%</b>

**ANNUAL BUDGET 2015-2016**

**COMPARISON OF WAGES AND SALARIES, OPERATING EXPENSE,  
EQUIPMENT, AND SOCIAL SECURITY  
GENERAL FUND**

	<u>Actual</u> <u>2013-14</u>	<u>Adopted</u> <u>2014-15</u>	<u>Estimated</u> <u>2014-15</u>	<u>Adopted</u> <u>2015-16</u>	<u>Percent</u> <u>Change</u>
<b><u>Information Technology</u></b>					
Wages & Salaries	\$394,564	\$411,320	\$415,408	\$422,660	2.8%
Operating Expense	323,602	287,289	286,201	278,308	-3.1%
Social Security	<u>28,702</u>	<u>33,543</u>	<u>30,543</u>	<u>30,874</u>	-8.0%
<b>TOTAL</b>	<b>\$746,868</b>	<b>\$732,152</b>	<b>\$732,152</b>	<b>\$731,842</b>	
<b><u>Financial Services</u></b>					
Wages & Salaries	\$1,530,840	\$1,524,795	\$1,522,094	\$1,551,332	1.7%
Operating Expense	424,650	463,138	457,326	446,038	-3.7%
Social Security	<u>107,885</u>	<u>114,612</u>	<u>111,827</u>	<u>114,713</u>	0.1%
<b>TOTAL</b>	<b>\$2,063,375</b>	<b>\$2,102,545</b>	<b>\$2,091,247</b>	<b>\$2,112,083</b>	<b>0.5%</b>
<b><u>Employee Services</u></b>					
Wages & Salaries	\$322,410	\$326,700	\$326,600	\$328,053	0.4%
Operating Expense	61,675	64,375	58,850	69,650	8.2%
Social Security	<u>23,471</u>	<u>24,928</u>	<u>23,925</u>	<u>24,125</u>	-3.2%
<b>TOTAL</b>	<b>\$407,556</b>	<b>\$416,003</b>	<b>\$409,375</b>	<b>\$421,828</b>	<b>1.4%</b>
<b><u>Fire</u></b>					
Wages & Salaries	\$9,387,650	\$9,672,119	\$9,809,736	\$9,816,561	1.5%
Operating Expense	685,905	743,388	745,868	793,629	6.8%
Social Security	<u>140,821</u>	<u>165,144</u>	<u>147,227</u>	<u>151,407</u>	-8.3%
<b>TOTAL</b>	<b>\$10,214,376</b>	<b>\$10,580,651</b>	<b>\$10,702,831</b>	<b>\$10,761,597</b>	<b>1.7%</b>
<b><u>Police</u></b>					
Wages & Salaries	\$13,890,154	\$13,776,505	\$13,878,073	\$13,568,401	-1.5%
Operating Expense	1,022,385	1,096,733	1,082,811	1,026,513	-6.4%
Social Security	<u>287,593</u>	<u>290,927</u>	<u>293,058</u>	<u>295,771</u>	1.7%
<b>TOTAL</b>	<b>\$15,200,132</b>	<b>\$15,164,165</b>	<b>\$15,253,942</b>	<b>\$14,890,685</b>	<b>-1.8%</b>
<b><u>Community Services</u></b>					
Wages & Salaries	\$1,953,696	\$1,862,659	\$1,851,941	\$1,914,878	2.8%
Operating Expense	505,380	478,461	473,648	474,199	-0.9%
Social Security	<u>127,061</u>	<u>144,587</u>	<u>139,535</u>	<u>143,611</u>	-0.7%
<b>TOTAL</b>	<b>\$2,586,137</b>	<b>\$2,485,707</b>	<b>\$2,465,124</b>	<b>\$2,532,688</b>	<b>1.9%</b>

**ANNUAL BUDGET 2015-2016**

**COMPARISON OF WAGES AND SALARIES, OPERATING EXPENSE,  
EQUIPMENT, AND SOCIAL SECURITY  
GENERAL FUND**

	<u>Actual</u> <u>2013-14</u>	<u>Adopted</u> <u>2014-15</u>	<u>Estimated</u> <u>2014-15</u>	<u>Adopted</u> <u>2015-16</u>	<u>Percent</u> <u>Change</u>
<b><u>Public Works</u></b>					
Wages & Salaries	\$3,825,740	\$3,948,642	\$3,917,056	\$3,953,551	0.1%
Operating Expense	6,742,751	6,845,247	6,847,841	7,140,071	4.3%
Equipment	5,117				
Social Security	<u>333,033</u>	<u>363,145</u>	<u>352,021</u>	<u>358,039</u>	-1.4%
<b>TOTAL</b>	<b>\$10,906,641</b>	<b>\$11,157,034</b>	<b>\$11,116,918</b>	<b>\$11,451,661</b>	<b>2.6%</b>
<b><u>Plant and Facilities Services</u></b>					
Wages & Salaries	\$1,060,180	\$1,071,312	\$1,043,616	\$1,082,194	1.0%
Operating Expense	1,075,357	907,370	936,356	867,762	-4.4%
Social Security	<u>77,835</u>	<u>82,631</u>	<u>78,622</u>	<u>81,714</u>	-1.1%
<b>TOTAL</b>	<b>\$2,213,372</b>	<b>\$2,061,313</b>	<b>\$2,058,594</b>	<b>\$2,031,670</b>	<b>-1.4%</b>
<b><u>Human and Leisure Services</u></b>					
Wages & Salaries	\$1,747,768	\$1,759,234	\$1,755,538	\$1,839,432	4.6%
Operating Expense	1,054,824	1,060,891	1,026,503	963,345	-9.2%
Equipment		21,185	21,185		-100.0%
Social Security	<u>223,345</u>	<u>94,044</u>	<u>93,141</u>	<u>100,885</u>	7.3%
<b>TOTAL</b>	<b>\$3,025,937</b>	<b>\$2,935,354</b>	<b>\$2,896,367</b>	<b>\$2,903,662</b>	<b>-1.1%</b>
<b><u>Library</u></b>					
Wages & Salaries	\$2,396,772	\$2,365,503	\$2,405,522	\$2,420,015	2.3%
Operating Expense	617,157	654,187	654,192	654,187	
Social Security	<u>170,754</u>	<u>169,753</u>	<u>169,535</u>	<u>174,211</u>	2.6%
<b>TOTAL</b>	<b>\$3,184,683</b>	<b>\$3,189,443</b>	<b>\$3,229,249</b>	<b>\$3,248,413</b>	<b>1.8%</b>
<b><u>Board of Education</u></b>					
Board of Education	<u>\$139,444,560</u>	<u>\$145,888,757</u>	<u>\$145,488,757</u>	\$148,370,424	1.7%
<b>TOTAL</b>	<b>\$139,444,560</b>	<b>\$145,888,757</b>	<b>\$145,488,757</b>	<b>\$148,370,424</b>	<b>1.7%</b>
<b><u>Capital Financing</u></b>					
Debt and Sundry	<u>\$15,093,321</u>	<u>\$13,754,144</u>	<u>\$13,754,144</u>	\$15,119,984	9.9%
<b>TOTAL</b>	<b>\$15,093,321</b>	<b>\$13,754,144</b>	<b>\$13,754,144</b>	<b>\$15,119,984</b>	<b>9.9%</b>

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ANNUAL BUDGET 2015-2016

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**COMPARISON OF WAGES AND SALARIES, OPERATING EXPENSE,  
EQUIPMENT, AND SOCIAL SECURITY  
GENERAL FUND**

	<u>Actual</u> <u>2013-14</u>	<u>Adopted</u> <u>2014-15</u>	<u>Estimated</u> <u>2014-15</u>	<u>Adopted</u> <u>2015-16</u>	<u>Percent</u> <u>Change</u>
<b><u>Non-Departmental</u></b>					
Wages & Salaries	\$338,763	\$95,209	\$95,209	\$96,828	1.7%
Operating Expense	8,687,316	9,099,764	9,085,764	9,599,304	5.5%
Fringe Benefits and Insurance	<u>26,483,949</u>	<u>29,328,695</u>	<u>29,345,653</u>	<u>30,992,002</u>	5.7%
<b>TOTAL</b>	<b>\$35,510,028</b>	<b>\$38,523,668</b>	<b>\$38,526,626</b>	<b>\$40,688,134</b>	<b>5.6%</b>
<b>TOTAL ALL DEPARTMENTS</b>	<b>\$242,807,542</b>	<b>\$251,256,866</b>	<b>\$251,005,677</b>	<b>\$257,514,043</b>	<b>2.5%</b>

**FULL-TIME POSITION SUMMARY**

The following summary aggregates authorized and funded full-time classified and unclassified Town positions by department and fund. A detailed position schedule can be found in each departmental section. The fiscal year 2016 budget contains 442 full-time funded positions, an increase of 2 positions from fiscal year 2015.

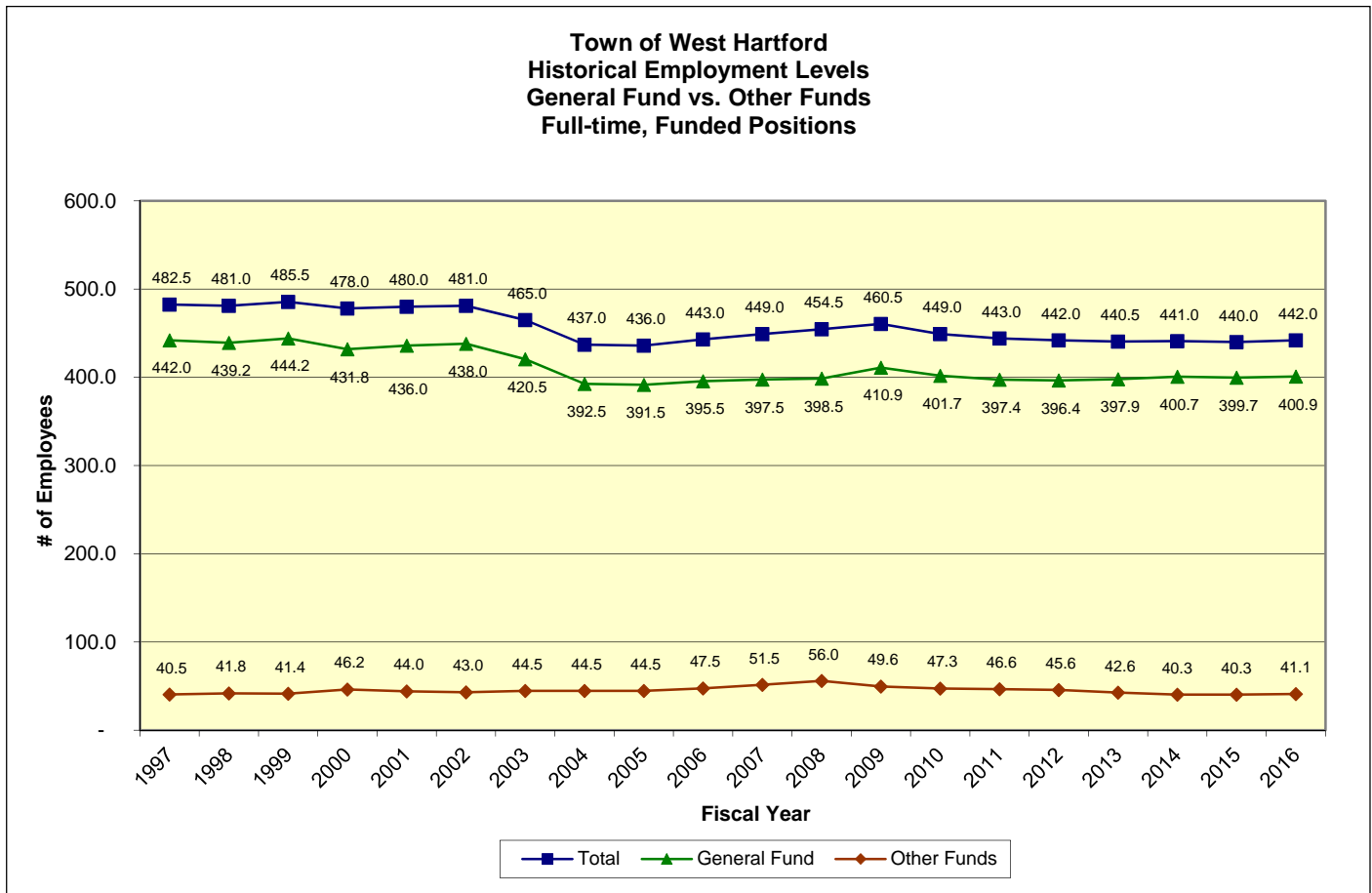
**Authorized and Funded Positions**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Revised 2014-15</u>	<u>Adopted 2015-16</u>
<u>General Government</u>					
General Fund	16.00	16.00	16.00	16.00	16.00
<u>Information Technology</u>					
General Fund	3.50	4.00	4.00	4.00	4.00
<u>Financial Services</u>					
General Fund	17.00	17.00	17.00	17.00	17.00
<u>Employee Services</u>					
General Fund	3.20	3.20	3.20	3.20	3.20
Pension Fund	1.60	1.60	1.60	1.60	1.60
Risk Management Fund	<u>4.70</u>	<u>4.70</u>	<u>4.70</u>	<u>4.70</u>	<u>4.70</u>
TOTAL	9.50	9.50	9.50	9.50	9.50
<u>Fire</u>					
General Fund	92.00	92.00	92.00	92.00	92.00
<u>Police</u>					
General Fund	151.00	152.00	152.00	152.00	151.00
Parking Lot Fund	<u>1.00</u>	<u>    </u>	<u>    </u>	<u>    </u>	<u>2.00</u>
	152.00	152.00	152.00	152.00	153.00
<u>Community Services</u>					
General Fund	24.00	23.50	23.25	23.25	24.25
CDGB Fund	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	25.00	24.50	24.25	24.25	25.25
<u>Public Works</u>					
General Fund	47.00	47.00	47.00	47.00	47.00
Parking Lot Fund	10.00*	10.00*	10.00*	10.00*	10.00*
Cemetery Operating Fund	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL	58.00	58.00	58.00	58.00	58.00
<u>Plant and Facilities Services</u>					
General Fund	7.50	9.00	8.25	8.25	8.25

\* Includes three (3) permanent part-time positions.

**Authorized and Funded Positions**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>Revised 2014-15</u>	<u>Adopted 2015-16</u>
<u>Human and Leisure Services</u>					
General Fund	11.74	11.99	11.99	11.99	13.22
CDBG Fund	1.60	1.00	1.00	1.00	1.00
Westmoor Park Fund	2.33	2.33	2.33	2.33	2.30
Leisure Services Enterprise Fund	<u>10.33</u>	<u>9.68</u>	<u>9.68</u>	<u>9.68</u>	<u>8.48</u>
TOTAL	26.00	25.00	25.00	25.00	25.00
<u>Library Department</u>					
General Fund	24.00	24.00	24.00	24.00	24.00
<u>Non-Departmental</u>					
General Fund	1.00	1.00	1.00	1.00	1.00
Private School Services Fund	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>
TOTAL	10.00	10.00	10.00	10.00	10.00
 TOTAL ALL FUNDS	 440.50	 441.00	 440.00	 440.00	 442.00



**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b> <b><u>FY 2015</u></b>	<b><u>ESTIMATED</u></b> <b><u>FY 2015</u></b>	<b><u>ADOPTED</u></b> <b><u>FY 2016</u></b>	<b><u>PERCENT</u></b> <b><u>CHANGE</u></b>
<b><u>WAGES &amp; SALARIES</u></b>				
<b>REGULAR PAYROLL</b>	<b>\$31,440,543</b>	<b>\$30,321,015</b>	<b>\$31,851,767</b>	<b>1.3%</b>
<p><b>Comment:</b> Regular payroll totals \$31,851,767, an increase of \$411,224 or 1.3% over the fiscal year 2015 budget. This account represents the wages and salaries associated with all full-time employees. The budget includes applicable merit increases, but includes cost of living adjustments for only the Fire Union, as all other collective bargaining agreements have expired. A separate contingency has been established for potential wage settlements. This budget includes the addition of an Administrative Assistant position in the Police Department, which is offset by a reduction in temporary payroll. In addition, two police officers who are assigned to patrol West Hartford Center have been reallocated from the General Fund to the Parking Lot Fund, consistent with their responsibilities. Within the Human and Leisure Services department, 1.23 full-time equivalents have been transferred to the General Fund from the Leisure Services Fund, based upon duties performed for General Fund programs. The budget includes funding of an Assistant Zoning Enforcement Officer, effective January 1, 2016, which had been held vacant in fiscal year 2015. In addition, a vacant Building Maintenance Technician position in the Facilities Services department is unfunded and will be backfilled with temporary payroll. A hiring lag in the Police Department is budgeted at \$150,000, a reduction of \$30,000 from the fiscal year 2015 budget assumption.</p>				
<b>TEMPORARY PAYROLL</b>	<b>2,446,509</b>	<b>2,497,330</b>	<b>2,443,903</b>	<b>-0.1%</b>
<p><b>Comment:</b> On an overall basis, the appropriation for temporary payroll in the fiscal year 2016 budget is consistent with the prior year. Increases in Public Works (\$36,000) and the Library (\$33,000) are offset by reductions in the Police department (\$35,000), Community Services (\$15,000), Registrar of Voters (\$8,000) and Human and Leisure Services (\$10,000). These fluctuations result from anticipated workflow needs and priorities amongst Town departments.</p>				
<b>OVERTIME</b>	<b>3,382,348</b>	<b>4,681,470</b>	<b>3,201,060</b>	<b>-5.4%</b>
<p><b>Comment:</b> Payroll for both planned and unplanned work that is above normal work hours, often subject to union contracts. The overtime appropriation increases \$19,000 in the Facilities Department consistent with overtime experience and workflow demands, offset by one-time grant funded overtime in the Police department of approximately \$196,000.</p>				
<b>HOLIDAY</b>	<b>957,949</b>	<b>953,935</b>	<b>958,643</b>	<b>0.1%</b>
<p><b>Comment:</b> Holiday pay is budgeted for Police and Fire employees who receive pay in lieu of holidays off.</p>				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED</u> <u>FY 2015</u>	<u>ESTIMATED</u> <u>FY 2015</u>	<u>ADOPTED</u> <u>FY 2016</u>	<u>PERCENT</u> <u>CHANGE</u>
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**WAGES & SALARIES (continued)**

<b>EDUCATION PREMIUM PAY</b>	<b><u>168,000</u></b>	<b><u>167,575</u></b>	<b><u>159,805</u></b>	<b>-4.9%</b>
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**Comment:** Paid to eligible Police and Fire uniformed employees and Clerical Union employees per union contract. Members of the Clerical Union are eligible for education attainment payments of \$480 for an Associate’s Degree or \$780 for a Bachelor’s Degree. Members of the Police and Fire Unions are eligible for education attainment payments of \$1,000 for 60 college credits or an Associate’s Degree; \$1,500 for 90 college credits; and \$2,000 for 120 college credits or a Bachelor’s Degree. The reduction reflects the number of Police officers currently eligible for this benefit.

<b>TOTAL WAGES AND SALARIES</b>	<b><u>\$38,395,349</u></b>	<b><u>\$38,621,325</u></b>	<b><u>\$38,615,178</u></b>	<b>0.6%</b>
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**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED</u> <u>FY 2015</u>	<u>ESTIMATED</u> <u>FY 2015</u>	<u>ADOPTED</u> <u>FY 2016</u>	<u>PERCENT</u> <u>CHANGE</u>
<b><u>OPERATING EXPENSES</u></b>				
<b>OFFICE EXPENSE</b>	<b>\$704,518</b>	<b>\$696,779</b>	<b>\$606,785</b>	<b>-13.9%</b>
<b>Comment:</b> Includes copying, postage, office supplies, paper and other miscellaneous costs associated with program operation. These costs continue to be carefully scrutinized in all departments. Total office expense costs are reduced \$97,733 in fiscal year 2016. The reduction is primarily attributed to the SWAT Challenge (\$89,203), a self-funded event hosted by the Police department that will not recur in fiscal year 2016. A corresponding revenue reduction is reflected in the fiscal year 2016 budget. In addition, the office expense budget of the Town Clerk is reduced \$15,000 based upon anticipated absentee ballot volume for the November 2015 municipal election.				
<b>DUES AND TRAVEL</b>	<b>184,311</b>	<b>197,602</b>	<b>199,921</b>	<b>8.5%</b>
<b>Comment:</b> Includes individual employee memberships in professional organizations, the Town’s membership in outside agencies, as well as conferences, workshops and related travel expense. The increase relates to a \$5,225 increase in the dues for the Capital Regional Council of Governments and an increase in the Police Department’s appropriation for training at the public safety training academy.				
<b>TRAINING</b>	<b>62,015</b>	<b>54,041</b>	<b>59,915</b>	<b>-3.4%</b>
<b>Comment:</b> Used for customer service training programs as well as department specific training. The decrease relates to a non-recurring grant from Sunrise New England pertaining to solar photovoltaic installation and permitting in Community Services.				
<b>ADVERTISING</b>	<b>66,800</b>	<b>63,897</b>	<b>64,140</b>	<b>-4.0%</b>
<b>Comment:</b> Budgeted primarily for required public notices related to the business of the Town Council and Town Planning and Zoning Commission, recruitment advertising for new employees and advertising for leisure services programs. Advertising costs are reduced \$2,660 as departments continue to move toward electronic advertising wherever possible.				
<b>PROFESSIONAL SERVICES</b>	<b>714,573</b>	<b>741,318</b>	<b>741,054</b>	<b>3.7%</b>
<b>Comment:</b> This appropriation funds services provided by outside consultants and contractual costs such as emergency medical services (\$280,000), internal mail, switchboard and copying services (\$95,000), and paramedic communication network operations (\$50,000). The increase for fiscal year 2016 is attributable to a \$50,000 appropriation for capital projects management based upon the volume of projects in construction. A corresponding transfer from the Capital Projects Fund to offset this cost is reflected in General Fund estimated revenues.				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED</u> <u>FY 2015</u>	<u>ESTIMATED</u> <u>FY 2015</u>	<u>ADOPTED</u> <u>FY 2016</u>	<u>PERCENT</u> <u>CHANGE</u>
<b><u>OPERATING EXPENSES</u> (continued)</b>				
<b>CONTRACTUAL SERVICES</b>	<b>4,087,354</b>	<b>4,187,901</b>	<b>4,210,961</b>	<b>3.0%</b>
<b>Comment:</b> Cost of services provided by contract with outside vendors throughout the Town’s departments. This appropriation reflects an increase of \$123,607 over fiscal year 2015. The Town’s refuse and recycling collection programs include contractual increases of \$98,755, while the Facilities Services department reflects a \$10,000 increase for specialized services provided by contractors that in-house employees are unable to perform. These services include fire alarm testing and monitoring services, sprinkler system testing, elevator maintenance and inspection, electrical work, water treatment for boilers and air conditioning systems, boiler tune-ups, etc.				
<b>SOLID WASTE DISPOSAL</b>	<b>1,382,212</b>	<b>1,293,310</b>	<b>1,483,500</b>	<b>7.3%</b>
<b>Comment:</b> The appropriation for tipping fees paid for refuse and recycling disposal reflects an increase of \$101,288 from fiscal year 2015. This increase is attributed to contractual increases with Covanta, the Town’s refuse disposal contractor, and an estimate of the cost of a new green waste disposal contract.				
<b>PRINTING/BINDING SERVICES</b>	<b>16,380</b>	<b>13,513</b>	<b>15,830</b>	<b>-3.4%</b>
<b>Comment:</b> Use of the BOE Print Shop for large departmental printing jobs such as publications, forms and communications.				
<b>OFFICE &amp; MINOR EQUIPMENT</b>	<b>173,574</b>	<b>174,068</b>	<b>170,690</b>	<b>-1.7%</b>
<b>Comment:</b> Used to purchase a variety of minor equipment, primarily for the Fire, Police, and Public Works departments.				
<b>BOARDS &amp; COMMISSIONS</b>	<b>10,675</b>	<b>10,675</b>	<b>10,675</b>	
<b>Comment:</b> This appropriation includes \$5,000 for the West Hartford Police Cadets and \$5,675 for the Substance Abuse Commission, which is funded through a State grant.				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b> <b><u>FY 2015</u></b>	<b><u>ESTIMATED</u></b> <b><u>FY 2015</u></b>	<b><u>ADOPTED</u></b> <b><u>FY 2016</u></b>	<b><u>PERCENT</u></b> <b><u>CHANGE</u></b>
<b><u>OPERATING EXPENSES</u></b> (continued)				
<b>MEALS</b>	<b>21,200</b>	<b>22,567</b>	<b>23,200</b>	<b>9.4%</b>
<b>Comment:</b> Meal reimbursement payments required by collective bargaining agreements and for individuals serving on oral boards.				
<b>UNIFORMS &amp; LAUNDRY</b>	<b>236,453</b>	<b>238,971</b>	<b>228,515</b>	<b>-3.4%</b>
<b>Comment:</b> Pays for uniform and laundry costs for public safety and Public Works departments, per union contracts. The reduction relates primarily to the non-recurring purchase of respirator fit test equipment (\$12,810) for the Fire department in fiscal year 2015.				
<b>EDUCATION TUITION REIMBURSEMENT</b>	<b>45,000</b>	<b>40,000</b>	<b>45,000</b>	
<b>Comment:</b> This appropriation pays for certain approved employee courses, primarily for public safety employees (\$30,000), but also townwide (\$15,000) in Employee Services.				
<b>GENERAL CONTRIBUTIONS</b>	<b>811,059</b>	<b>813,401</b>	<b>820,682</b>	<b>1.2%</b>
<b>Comment:</b> This appropriation funds costs associated with public health services provided by the West Hartford-Bloomfield Regional Health District (\$494,974), youth services provided by The Bridge, Inc. (\$183,180), a contractual contribution to the West Hartford Revolver Club (\$500), and utility costs at the Noah Webster House (\$10,000), Sarah Whitman Hooker House (\$6,500) and the West Hartford Art League (\$12,000). In addition, the Town Council makes contributions to several non-profit agencies serving West Hartford residents (\$113,528).				
<b>INFORMATION TECHNOLOGY RENTAL AND MAINTENANCE</b>	<b>382,762</b>	<b>381,715</b>	<b>405,818</b>	<b>6.0%</b>
<b>Comment:</b> Funds a variety of software and hardware related maintenance costs. Annual software support contracts provide for technical assistance, new software updates and new releases of the software. Included in the fiscal year 2016 budget is \$10,000 for diagnostic software for the Fleet Maintenance division of Public Works. In addition, the appropriation reflects the increased number of software licenses required.				
<b>MISCELLANEOUS</b>	<b>16,101</b>	<b>16,452</b>	<b>970</b>	<b>-94.0%</b>
<b>Comment:</b> This appropriation primarily represents the annual cost the Town was required to pay the Department of Motor Vehicles for the processing of files to prohibit delinquent taxpayers from registering a vehicle. The State has eliminated this fee for fiscal year 2016. The balance is for incidental administrative expenditures.				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b> <b><u>FY 2015</u></b>	<b><u>ESTIMATED</u></b> <b><u>FY 2015</u></b>	<b><u>ADOPTED</u></b> <b><u>FY 2016</u></b>	<b><u>PERCENT</u></b> <b><u>CHANGE</u></b>
<b><u>OPERATING EXPENSES</u></b> (continued)				
<b>UTILITIES</b>	<b>1,303,758</b>	<b>1,303,758</b>	<b>1,243,828</b>	<b>-4.6%</b>
<b>Comment:</b> This appropriation represents the transfer to the Utility Services Fund (USF) to cover the costs of electricity, street lighting, natural gas, hydrants and water for Town buildings. The overall contribution decreases 4.6%, or \$59,930, based upon average consumption, anticipated rates, energy savings measures and the amortization of surplus in the USF. The cost of leasing hydrants from the Metropolitan District Commission (MDC) has increased approximately \$30,000 from the prior year budget due to a rate increase and water rates are expected to increase due to the surcharge to finance the MDC’s Clean Water Project. The contribution for natural gas, electricity and streetlighting are also expected to increase slightly. Offsetting these increases is assumed savings of \$100,000 relating to the execution of a virtual net metering letter of agreement, as more fully discussed in the Utilities Services Fund. In addition, savings (\$100,000) is expected from the implementation of a new energy savings program included in the Town’s Capital Improvement Program. The fiscal year 2016 budget reflects a planned use of \$334,295 of Utility Services Fund fund balance accumulated in prior years, shared by the Town (\$200,886) and Board of Education (\$133,409).				
<b>MDC</b>	<b>7,955,650</b>	<b>7,955,650</b>	<b>8,430,150</b>	<b>6.0%</b>
<b>Comment:</b> Payment to the MDC results from their adopted budget and is apportioned to the member towns based upon local property tax levy. The Town’s payment increases \$474,500 in fiscal year 2016.				
<b>TELECOMMUNICATIONS</b>	<b>229,480</b>	<b>216,634</b>	<b>224,785</b>	<b>-2.0%</b>
<b>Comment:</b> Maintenance and operating costs for the townwide telephone system, data communications network and radio system.				
<b>BUILDING MAINTENANCE</b>	<b>210,157</b>	<b>208,215</b>	<b>210,157</b>	
<b>Comment:</b> Building repairs, supplies and contractual services are included in this appropriation.				
<b>VEHICLES &amp; EQUIPMENT EXPENSE</b>	<b>1,035,400</b>	<b>998,047</b>	<b>1,058,250</b>	<b>2.2%</b>
<b>Comment:</b> Includes vehicle fuel and maintenance costs. The increase is attributed to \$20,000 budgeted in Public Works for the replacement of tires on three loaders.				
<b>OPERATING EXPENSE – MISCELLANEOUS</b>	<b>41,727</b>	<b>42,243</b>	<b>41,890</b>	<b>0.4%</b>
<b>Comment:</b> Includes expenses primarily related to small machines or equipment repairs and maintenance.				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED</u> <u>FY 2015</u>	<u>ESTIMATED</u> <u>FY 2015</u>	<u>ADOPTED</u> <u>FY 2016</u>	<u>PERCENT</u> <u>CHANGE</u>
<b><u>OPERATING EXPENSES</u> (continued)</b>	<b>112,851</b>	<b>125,168</b>	<b>115,181</b>	<b>2.1%</b>
<b>GROUNDS MAINTENANCE</b>				
<b>Comments:</b> Includes grounds supplies such as fertilizer, seeds, plants and irrigation upgrades.				
<b>MAINTENANCE &amp; REPAIRS</b>	<b>528,155</b>	<b>526,899</b>	<b>549,587</b>	<b>4.1%</b>
<b>Comments:</b> This appropriation pays for equipment repair and maintenance, inclusive of the townwide radio system, which increases \$9,482 in fiscal year 2016. In addition, an increase of \$10,000 is reflected in the Police department budget for the cost of maintenance agreements for Watch Guard in-car video systems.				
<b>SNOW REMOVAL SUPPLIES</b>	<b>320,550</b>	<b>320,550</b>	<b>350,550</b>	<b>9.4%</b>
<b>Comment:</b> The Town utilizes Clearlane to treat Town roads in anticipation of a snow event. The budget for fiscal year 2016 represents funding based upon a three year historical average of events per year and an anticipated increase in the cost of the product.				
<b>STREET MAINTENANCE SUPPLIES</b>	<b>110,000</b>	<b>114,570</b>	<b>110,675</b>	<b>0.6%</b>
<b>Comment:</b> Street repair supplies such as cement, sand, bituminous materials and catch basins.				
<b>SIDEWALK MAINTENANCE</b>	<b>4,540</b>	<b>6,592</b>	<b>4,540</b>	
<b>Comment:</b> Minor supplies for maintenance and repair of sidewalks.				
<b>STREET LIGHT MAINTENANCE</b>	<b>32,000</b>	<b>32,000</b>	<b>32,000</b>	
<b>Comment:</b> Minor supplies for maintenance of street lights.				
<b>SIGNAL &amp; LIGHT MAINTENANCE</b>	<b>43,200</b>	<b>43,200</b>	<b>43,200</b>	
<b>Comment:</b> Minor supplies for signal and light materials.				
<b>MISCELLANEOUS SUPPLIES</b>	<b>70,525</b>	<b>69,900</b>	<b>73,900</b>	<b>4.8%</b>
<b>Comment:</b> Supplies for public safety including self-contained breathing apparatus and emergency medical supplies for the Fire department and bullet-proof vests for the Police department.				
<b>RECREATIONAL SUPPLIES</b>	<b>30,273</b>	<b>25,440</b>	<b>30,273</b>	
<b>Comment:</b> The cost of supplies relating to the Town’s Leisure Services recreational programs.				

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED</u> <u>FY 2015</u>	<u>ESTIMATED</u> <u>FY 2015</u>	<u>ADOPTED</u> <u>FY 2016</u>	<u>PERCENT</u> <u>CHANGE</u>
<b><u>OPERATING EXPENSES</u> (continued)</b>				
<b>RECREATIONAL CONTRACTUAL</b>	<b>192,789</b>	<b>187,169</b>	<b>178,789</b>	<b>-7.3%</b>
<b>Comment:</b> The cost of instructors who run the Town’s recreational programs in the Human & Leisure Services department, which is offset by user fees for these programs. The reduction relates to an Elmwood Community Center program that will be conducted by a temporary employee rather than a contractor.				
<b>SPECIAL EVENTS</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	
<b>Comment:</b> Funds special event programming at the West Hartford Senior Center and Elmwood Senior Center. These programs are offset by program registration revenues.				
<b>TOWN ASSISTANCE</b>	<b>362,614</b>	<b>324,931</b>	<b>271,250</b>	<b>-25.2%</b>
<b>Comment:</b> Funds the cost of the Town’s Dial-A-Ride contract (\$235,000) and administrative costs of Probate Court (\$24,250). This appropriation reflects a reduction of \$99,039 to the Dial-A-Ride program resulting from an assumption of fewer rides based upon current year experience and elimination of the supplemental Dial-A-Ride grant (\$62,460) for which the Town has not yet received notification for fiscal year 2016.				
<b>ADA EXPENDITURES</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	
<b>Comment:</b> Miscellaneous costs to administer the Americans with Disabilities Act. There is an anticipated need for a deaf interpreter for the Persons with Disabilities Commission meetings.				
<b>RENTAL/LEASES</b>	<b>262,867</b>	<b>258,217</b>	<b>278,394</b>	<b>5.9%</b>
<b>Comment:</b> Various land and operating equipment and system leases within the Information Technology, Financial Services, Public Works, Library and Radio Maintenance departments. The increase relates to the cost associated with being connected to the State network.				
<b>INFO SYSTEMS RENTAL &amp; MAINTENANCE EXPENSE</b>	<b>82,917</b>	<b>87,193</b>	<b>62,917</b>	<b>-24.1%</b>
<b>Comment:</b> Primarily funds costs associated with maintaining hardware that provides wide-area network for voice and data communications. Costs include the network maintenance contract with Cisco SmartNet for routers and switches, and maintenance of servers that host software and communication applications. A reduction of \$20,000 reflects savings achieved by leveraging multi-year contracts.				
<b>LIBRARY MATERIALS</b>	<b>429,573</b>	<b>430,297</b>	<b>429,573</b>	
<b>Comment:</b> Materials for the public libraries including books, subscriptions, and periodicals.				
<b>TOTAL OPERATING EXPENSES</b>	<b>\$22,278,013</b>	<b>\$22,226,883</b>	<b>\$22,831,545</b>	<b>2.5%</b>

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b> <b><u>FY 2015</u></b>	<b><u>ESTIMATED</u></b> <b><u>FY 2015</u></b>	<b><u>ADOPTED</u></b> <b><u>FY 2016</u></b>	<b><u>PERCENT</u></b> <b><u>CHANGE</u></b>
<b><u>EQUIPMENT</u></b>				
<b>OPERATING EQUIPMENT</b>	<b>\$21,185</b>	<b>\$21,185</b>		<b>-100.0%</b>
<b>Comment:</b> There are no operating equipment requests included in the fiscal year 2016 budget. Fiscal year 2015 expenditures related to the purchase and installation of a clock in memory of Richard Patrissi, which was funded via donations.				
<b>TOTAL EQUIPMENT</b>	<b>\$21,185</b>	<b>\$21,185</b>		<b>-100.0%</b>

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b>	<b><u>ESTIMATED</u></b>	<b><u>ADOPTED</u></b>	<b><u>PERCENT</u></b>
	<b><u>FY 2015</u></b>	<b><u>FY 2015</u></b>	<b><u>FY 2016</u></b>	<b><u>CHANGE</u></b>

**FRINGE BENEFITS, INSURANCE & MISCELLANEOUS**

<b>SOCIAL SECURITY</b>	<b>\$1,534,840</b>	<b>\$1,491,847</b>	<b>\$1,529,150</b>	<b>-0.4%</b>
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**Comment:** Determined by payroll costs and anticipated step or merit increases for eligible employees, as well as enrollment of temporary employees in the social security alternative program.

<b>PENSION</b>	<b>12,089,620</b>	<b>12,089,620</b>	<b>12,146,580</b>	<b>0.5%</b>
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**Comment:** The fiscal year 2016 contribution to the Pension Fund reflects the actuarially determined contribution required to achieve full funding of the pension plan over the next twenty-three years. The total contribution for fiscal year 2016 is \$17,917,000, an increase of \$205,000 over the fiscal year 2015 adopted budget. This contribution is split amongst the budgets for the Town, Board of Education, and other funds. The Town portion of the increase is \$153,750. Based upon budgeted payroll and the reallocation of full-time position between funds the impact to the Town’s General Fund budget is \$56,960. The increase in the required contribution reflects the reduction in the discount rate assumption from 7.95% to 7.54%.

<b>RISK MANAGEMENT EXPENSE</b>	<b>15,068,276</b>	<b>15,068,276</b>	<b>16,012,835</b>	<b>6.3%</b>
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**Comment:** Risk management expense represents the cost of employee health benefits, insurance, self-insurance and workers compensation programs and is allocated amongst the budgets of the BOE, Town and other funds. The Town’s General Fund risk management expense increases \$944,559, or 6.3%, in fiscal year 2016. Town Health Program expense increases \$1,269,609, reflecting the General Fund portion of the \$650,000 increase in the contribution for retiree health and a significant increase in active employee health care costs. The contribution to the self-insured program is increased \$290,683 reflecting claims activity and a lower amortization of the program’s accumulated surplus. Offsetting these increases are reductions in the contributions to the heart & hypertension program (\$191,316), insured program (\$221,385), and workers’ compensation program (\$203,032) based upon claims activity and the amortization of accumulated surplus/deficit for each program.

<b>CONTINGENCY</b>	<b>875,000</b>	<b>875,000</b>	<b>1,425,000</b>	<b>62.9%</b>
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**Comment:** This appropriation is an estimate of potential wage settlements for collective bargaining agreements that are in negotiation.



**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<b><u>ADOPTED</u></b> <b><u>FY 2015</u></b>	<b><u>ESTIMATED</u></b> <b><u>FY 2015</u></b>	<b><u>ADOPTED</u></b> <b><u>FY 2016</u></b>	<b><u>PERCENT</u></b> <b><u>CHANGE</u></b>
<b><u>FRINGE BENEFITS, INSURANCE &amp; MISCELLANEOUS</u></b>				
<b>TRANSFERS OUT</b>	<b><u>1,351,682</u></b>	<b><u>1,368,640</u></b>	<b><u>1,463,347</u></b>	<b>8.3%</b>
<b>Comment:</b> The Private School Services Fund subsidy increases \$111,665 to \$1,400,180 for fiscal year 2016. The transfer for the private school transportation program increases \$72,846 as the State grant for this program is reduced \$28,719 and expenditure increase \$44,127 due to the contractual increase in the Town’s bus contract and the need to maintain the number of buses in order to transport students to school in a timely manner. The transfer for the private school nurse program increases \$38,819 from fiscal year 2015 due to salary and benefit increases, and the need to provide health services at an additional non-public school. The State reimbursement percentage for health services is budgeted at 56%, versus the 80% the Town should receive under existing State statutes, based upon experience. A transfer of \$63,167 from the Public Works department to the Board of Education for grounds maintainers’ health benefits remains consistent with the prior year.				
<b>TOTAL FRINGE BENEFITS, INSURANCE &amp; MISC.</b>	<b>\$30,919,418</b>	<b>\$30,893,383</b>	<b>\$32,576,912</b>	<b>5.4%</b>
<b>TOTAL TOWN GENERAL FUND</b>	<b>\$91,613,965</b>	<b>\$91,762,776</b>	<b>\$94,023,635</b>	<b>2.6%</b>

**CATEGORIES OF EXPENSE SUMMARY – TOWN BUDGET  
GENERAL FUND**

	<u>ADOPTED FY 2015</u>	<u>ESTIMATED FY 2015</u>	<u>ADOPTED FY 2016</u>	<u>PERCENT CHANGE</u>
<b><u>CAPITAL FINANCING</u></b>				
<b>DEBT ADMINISTRATION</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	
<b>Comment:</b> The cost of legal, financial, administrative and credit rating expenses for the annual bond sale.				
<b>TRANSFER FOR DEBT SERVICE</b>	<b>13,564,144</b>	<b>13,564,144</b>	<b>15,029,984</b>	<b>10.8%</b>
<b>Comment:</b> Funds the debt service on long-term bonds that have been issued by the Town for capital improvements. The principal and interest payments on General Obligation bonds that have already been issued totals \$15,729,984 in fiscal year 2016, an amount \$1,815,840 greater than the current year payments. Debt service includes principal payments of \$11,550,000 and interest payments of \$4,179,984. Of this total, \$15,029,984 is funded via transfer from the General Fund and \$700,000 from bond premiums received on prior debt issuances.				
<b>TRANSFER TO CNRE</b>	<b><u>100,000</u></b>	<b><u>100,000</u></b>	<b>_____</b>	<b>-100.0%</b>
<b>Comment:</b> Annual contribution to the Capital Improvement Fund for the financing of capital projects not eligible to be funded via long term financing per the terms of the Town’s Capital Financing Policy. In fiscal year 2016 there is no contribution to this fund, as detailed in the 2016-2027 Capital Improvement Plan.				
<b>TOTAL CAPITAL FINANCING</b>	<b>\$13,754,144</b>	<b>\$13,754,144</b>	<b>\$15,119,984</b>	<b>9.9%</b>
<b><u>BOARD OF EDUCATION</u></b>				
<b>DIRECT APPROPRIATION</b>	<b><u>\$145,888,757</u></b>	<b><u>\$145,488,757</u></b>	<b><u>\$148,370,424</u></b>	<b>1.7%</b>
<b>Comment:</b> Annual direct appropriation to the Board of Education for public education.				
<b>TOTAL BOARD OF EDUCATION</b>	<b>\$145,888,757</b>	<b>\$145,488,757</b>	<b>\$148,370,424</b>	<b>1.7%</b>
<b>TOTAL GENERAL FUND BUDGET</b>	<b>\$251,256,866</b>	<b>\$251,005,677</b>	<b>\$257,514,043</b>	<b>2.5%</b>