

**TOWN OF TRUMBULL
NOTICE OF MEETING
BOARD OF FINANCE**

DATE: July 10, 2014
TIME: 7:00 P.M.
PLACE: Council Chambers

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

TREASURER'S REPORT – John Ponzio (to follow)

FISCAL YEAR 2014-2015 TRANSFER

| | | | |
|---|-------------------------------------|--|-----------|
| 07-14-01 | Graham Bisset, Building Official | FROM: 01023200-501102 Salaries-PT/Permanent | \$ 25,232 |
| | | TO: 01023200-501101 Salaries-FT/Permanent | 25,232 |
| Transfer of funds needed for the full time Assistant Building Official. | | | |

FISCAL YEAR 2014-2015 TRANSFER

| | | | |
|---|-------------------------------------|--|----------|
| 07-14-02 | Graham Bisset, Building Official | FROM: 01023200-522204 Services and Fees Contractual | \$25,000 |
| | | TO: 01023200-501101 Salaries-FT/Permanent | 25,000 |
| Transfer of funds needed for the full time Assistant Building Official. | | | |

FISCAL YEAR 2014-2015 SUPPLEMENTAL APPROPRIATION

| | | | |
|----------|-------------------------------------|--|----------|
| 07-14-03 | Graham Bisset, Building Official | FROM: Fund Balance | \$23,478 |
| | | TO: 01023200-501101 Salaries-FT/Permanent | 1,108 |
| | | TO: 01013400-511150 Fringe Benefits – FICA | 2,370 |
| | | TO: 01013400-511151 Fringe Benefits – Medical | 20,000 |
| | | Supplemental appropriation of funds needed for the full time Assistant Building Official including FICA and Medical. | |

FISCAL YEAR 2014-2015 SUPPLEMENTAL APPROPRIATION

| | | | |
|----------|-----------------|--|----------|
| 07-14-04 | James Haselkamp | FROM: Fund Balance | \$20,000 |
| | | TO: 01013000-522202 Services and Fees - Professional | 20,000 |
| | | Fee required in order to hire a search firm to find a new Chief of Police. | |

DISCUSSION ITEMS

- Year to Date Budget to Actual Report – FY 2014
- Fund Balance Report – FY 2014
- Internal Follow-up Audit Database

OTHER BUSINESS

APPROVAL OF MINUTES – June 12, 2014

ADJOURNMENT

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 10-Jul-14
AGENDA: 7-14-01
AMOUNT: \$25,232

2014-2015

(A) APPROPRIATION [] FROM: ACCOUNT NO. 01023200-501102 \$25,232
ACCOUNT NAME Salaries-PT/Permanent

(B) TRANSFER [X] TO: ACCOUNT NO. 01023200-501101 \$25,232
ACCOUNT NAME Salaries-FT/Permanent

FROM: ACCOUNT NO.
ACCOUNT NAME

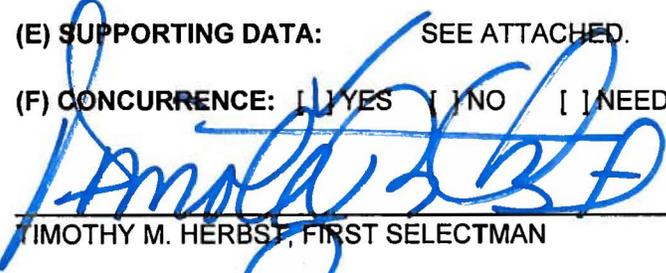
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: Transfer of funds needed for the full time Assistant Building Official.

(D) REQUESTED BY: Graham Bisset, Building Official

(E) SUPPORTING DATA: SEE ATTACHED.

(F) CONCURRENCE: [] YES [] NO [] NEED ADD'L INFORMATION


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED___
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

| BUILDING DEPARTMENT | | | | | | | | | | | | |
|--------------------------|---------------|--|--------------------|-------------------|-----------------|---------------------|------------------|--------------------|------------------|------------------|---------|--|
| FISCAL YEAR 2015 | | | | | | | | | | | | |
| | | | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | AVAILABLE BUDGET | AMOUNT NEEDED | TRANSFER FROM | TRANSFER TO | SUPPL NEEDED | BALANCE | |
| 01023200 BUILDING | | | | | | | | | | | | |
| 01023200 | 501102 | FULL TIME SALARY | 269,776.00 | 269,776.00 | - | | | | | | | |
| | | FT Assistant building Inspector | | | | | | | | | | |
| | | Need-Salary \$60,674 | | | | | | | | | | |
| | | Less 2 months for PT until FT filled(60,674/52wks*4) | | 51,339.54 | - | | | | | | | |
| | | | | 321,115.54 | | 269,776.00 | 51,339.54 | | 50,232.00 | 1,108.00 | | |
| 01023200 | 501102 | PART TIME SALARY | 29,702.00 | 29,702.00 | - | | | | | | | |
| | | 2 months until FT position is filled | | | | | | | | | | |
| | | 19.5hrs*\$28.65=\$558.68*8wks=\$4,469.40 | | (4,469.40) | - | | | | | | | |
| | | | | 25,232.60 | | 25,232.60 | | (25,232.00) | | | | |
| 01023200 | 522204 | SERVICES & FEES - CONTR | 25,000.00 | 25,000.00 | - | 25,000.00 | | (25,000.00) | | | | |
| | | | | | | | 51,339.54 | (50,232.00) | | | | |
| 01013400 | 501150 | FRINGE BENEFITS-FICA | | | | | 4,641.56 | | | | | |
| | | \$60,674*7.65%=\$4,641.56 | | | | | | | | | | |
| | | Less Budget for PT \$29,702*7.65% | | | | | (2,272.20) | | | | | |
| | | | | | | | 2,369.36 | | | 2,370.00 | | |
| 01013400 | 511151 | FRINGE BENEFITS-MEDICAL | | | | | | | | 20,000.00 | | |

FOR 2015 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| ----- | | | | | | | |
| 01 GENERAL FUND | ----- | | | | | | |
| 02 PUBLIC SAFETY | ----- | | | | | | |
| 01023200 BUILDING OFFICIAL | ----- | | | | | | |
| 01023200 501101 SALARIES-FT/PERMAN | 269,776 | 0 | 269,776 | .00 | .00 | 269,776.00 | .0% |
| 01023200 501102 SALARIES-PT/PERMAN | 29,702 | 0 | 29,702 | .00 | .00 | 29,702.00 | .0% |
| 01023200 501105 SALARIES-OVERTIME | 5,000 | 0 | 5,000 | .00 | .00 | 5,000.00 | .0% |
| 01023200 501106 SALARIES-LONGEVITY | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 01023200 501888 UNIFORM ALLOWANCE | 450 | 0 | 450 | .00 | .00 | 450.00 | .0% |
| 01023200 522204 SERVICES & FEES-CO | 25,250 | 0 | 25,250 | .00 | .00 | 25,250.00 | .0% |
| TOTAL BUILDING OFFICIAL | 330,678 | 0 | 330,678 | .00 | .00 | 330,678.00 | .0% |
| TOTAL PUBLIC SAFETY | 330,678 | 0 | 330,678 | .00 | .00 | 330,678.00 | .0% |
| TOTAL GENERAL FUND | 330,678 | 0 | 330,678 | .00 | .00 | 330,678.00 | .0% |
| TOTAL EXPENSES | 330,678 | 0 | 330,678 | .00 | .00 | 330,678.00 | |
| GRAND TOTAL | 330,678 | 0 | 330,678 | .00 | .00 | 330,678.00 | .0% |

** END OF REPORT - Generated by Maria Pires **

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 10-Jul-14
AGENDA: 7-14-02
AMOUNT: \$25,000

2014-2015

(A) APPROPRIATION [] FROM: ACCOUNT NO. 01023200-522204 \$25,000
ACCOUNT NAME Salaries

(B) TRANSFER [X] TO: ACCOUNT NO. TO: 01023200-501101 \$25,000
ACCOUNT NAME Salaries-FT/Permanent

FROM: ACCOUNT NO.
ACCOUNT NAME

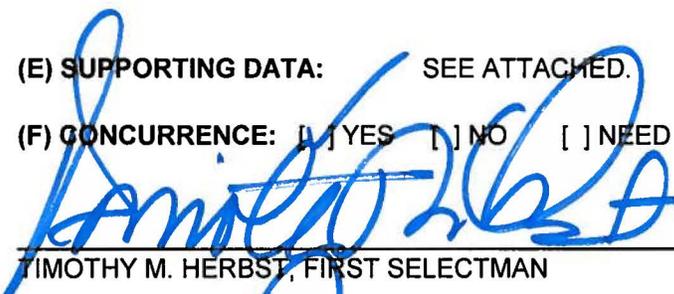
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: Transfer of funds needed for the full time Assistant Building Official.

(D) REQUESTED BY: Graham Bisset, Building Official

(E) SUPPORTING DATA: SEE ATTACHED.

(F) CONCURRENCE: [] YES [] NO [] NEED ADD'L INFORMATION


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED___
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 10-Jul-14
AGENDA: 7-14-03
AMOUNT: \$23,478

2014-2015

(A) APPROPRIATION FROM: ACCOUNT NO.
ACCOUNT NAME Fund Balance \$23,478

(B) TRANSFER TO: ACCOUNT NO. 01023200- 501101 \$1,108
ACCOUNT NAME Salaries-FT/Permanent

TO: ACCOUNT NO. 01013400-511150 2,370
ACCOUNT NAME Fringe Benefits – FICA

TO: ACCOUNT NO. 01013400-511151 20,000
ACCOUNT NAME Fringe Benefits – Medical

(C) SUMMARY OF REQUEST: Supplemental appropriation of funds needed for the full time Assistant Building Official including FICA and Medical.

(D) REQUESTED BY: Graham Bisset, Buidling Official

(E) SUPPORTING DATA: SEE ATTACHED.

(F) CONCURRENCE: YES NO NEED ADD'L INFORMATION


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED___
2. RECOMMENDED TO TOWN COUNCIL___
3. TABLED___
4. DENIED___
5. OTHER___

Town of Trumbull

**BUILDING
DEPARTMENT**

CONNECTICUT



Town Hall
5866 Main Street
Trumbull, Connecticut 06611

Graham Bisset
Building Official
203.452.5020
Fax: 203.452.5093
gbisset@trumbull-ct.gov

We would like to reinstate our full time Assistant Building Official position and need the following funds:

Please transfer from account #01023200-501102 \$29,702 to account #01023200-501101.

Please transfer from account #01023200-522204 \$25,000 to account #01023200-501101.

We are also requesting a supplemental appropriation to ~~#01023200-501101~~ for ~~\$5,972~~ ⁰¹⁰²³²⁰⁰ ^{1,108} which is needed to complete the salary of \$60,674.

After the economic downturn in fiscal year 2009 and the retirement of the former Building Official, the full time Assistant Building Official position was put on hiatus effective 2010 budget with expectation of reinstatement when the economy improved. The full time position was reinstated in the 2011-2012 budgets. At that time, we discussed the position with Dan Nelson, Chief of Staff, and it was decided that we would hire a part time Official with the understanding that the fulltime position would be reinstated when necessary. Due to the increase in projects both commercial and residential, we need to fill the fulltime position to ensure the best service and safety to our residents.

Understanding your concern about fluctuation in the workload and lack of necessity in the future for a third full time Official I have included the history of permits issued and fees collected over the last 12 years, by year. The list is as follows:

| | PERMITS ISSUED | PERMIT VALUES | FEEES COLLECTED |
|------|----------------|---------------|-----------------|
| 2003 | 2,529 | \$64,039,967 | \$638,821 |
| 2004 | 2605 | \$66,812,310 | \$855,430 |
| 2005 | 2665 | \$72,736,360 | \$728,894 |
| 2006 | 2484 | \$72,059,605 | \$722,106 |
| 2007 | 1992 | \$84,531,012 | \$695,065 |
| 2008 | 1982 | \$53,659,070 | \$589,434 |
| 2009 | 1595 | \$38,485,900 | \$421,662 |
| 2010 | 1589 | \$58,100,070 | \$509,741 |
| 2011 | 1963 | \$94,896,068 | \$538,296 |
| 2012 | 2324 | \$58,697,062 | \$746,834 |
| 2013 | 2715 | \$46,634,024 | \$622,668 |
| 2014 | 3007 | \$78,303,178 | \$1,020,046 |

As you can see, our worst year was 2009 with the number of permits issued and fees collected, but have steadily increased. With the projects upcoming, we are projecting the 2014-2015 fiscal years permit fees to be \$800,000+.

** See the list of projects on next page.

Upcoming projects

5520 Park Ave Cancer Outpatient center- building permits issued, mechanical permits to follow;
also renovations are planned for existing medical office building

2415 Reservoir Ave- Bridges of Trumbull 121unit assisted living facility

4244 Madison Ave (PJ's) retail center

6540 Main St- small retail center

35 Nutmeg- Remodeling entire building for future tenants

60 Commerce Dr.- (old Pilot Pen) remodeling for future tenants

Westfield Mall-

Cheesecake- ongoing

R629- ongoing

New tenants:

Popeye's Chicken-

Lotus Tai-

Cosimo's Pizza-

The Time Store-

Denali-

Cali Customs-

Traffic shoes-

Footaction-

Renovations:

Ruby Tuesday's- extensive renovations

Stride rite-

Prestige Salon-

Champs sports-

School Projects:

Roof- Madison Middle

Structural wall repairs- Madison Middle

Windows- Madison Middle

Generator- THS

TOWN OF TRUMBULL
BOARD OF FINANCE

REQUEST FOR ACTION

DATE: 10-Jul-14
AGENDA: 7-14-04
AMOUNT: \$20,000

2013-2014

(A) APPROPRIATION]

FROM: ACCOUNT NO.
ACCOUNT NAME Fund Balance \$20,000

(B) TRANSFER]

TO: ACCOUNT NO. 01013000-522202 \$20,000
ACCOUNT NAME Services and Fees - Professional

FROM: ACCOUNT NO.
ACCOUNT NAME

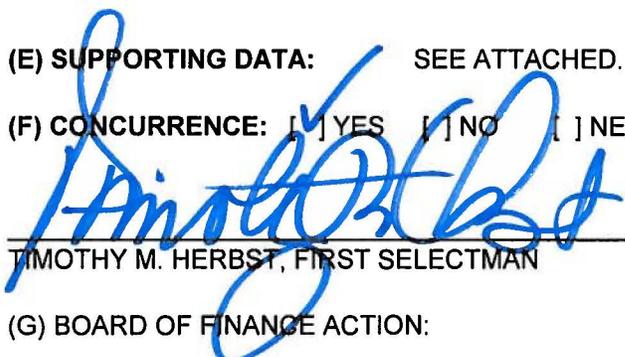
TO: ACCOUNT NO.
ACCOUNT NAME

(C) SUMMARY OF REQUEST: Fee required to hire a search firm to find a new Chief of Police.

(D) REQUESTED BY: James Haselkamp, Director of Labor Relations

(E) SUPPORTING DATA: SEE ATTACHED.

(F) CONCURRENCE:] YES] NO] NEED ADD'L INFORMATION


TIMOTHY M. HERBST, FIRST SELECTMAN

(G) BOARD OF FINANCE ACTION:

1. APPROVED ___
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3. TABLED ___
4. DENIED ___
5. OTHER ___

Timothy M. Herbst
First Selectman



Office of the First Selectman
Town Hall
5866 Main Street
Trumbull, Connecticut 06611
203-452-5005

TOWN OF TRUMBULL CONNECTICUT

Elaine Hammers, Chairwoman
Trumbull Board of Finance
5866 Main Street
Trumbull, CT 06611

July 2, 2014

Dear Chairwoman Hammers and Members of the Board of Finance:

This letter is a written request for a supplemental appropriation in the amount of \$20,000.00 for the purpose of engaging a qualified search firm to assist the Town of Trumbull and the Police Commission in an executive search for a new Chief of Police. As you are probably aware, Chief Thomas Kiely has tendered his retirement effective December 31, 2014. It is critical that the search process begin as soon as possible to ensure a seamless transition, with the most qualified and capable person being selected to lead our police department.

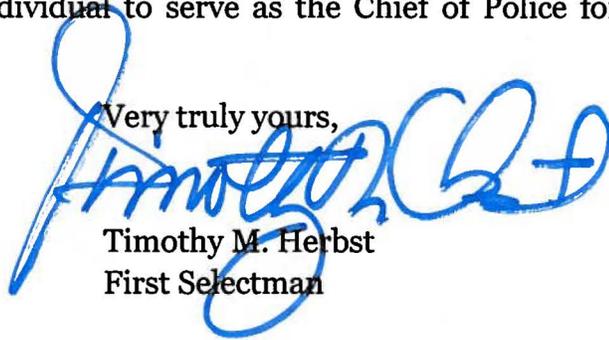
Our Director of Labor Relations, James Haselkamp, has prepared and posted a Request for Proposal (RFP) regarding this executive search. Responses are due to the Town of Trumbull by July 22, 2014. The reason why this request is before you now is because every day is critical to the search process and the Town will need to hit the ground running in initiating the search and recruitment process immediately after July 22nd. I should also point out that because this is a supplemental appropriation, it will require the approval of the Trumbull Town Council. Any delay by your body could set the Town of Trumbull back almost a month and a half in initiating the search process. Assuming you grant approval in July, this office will likely request a special meeting of the Trumbull Town Council to expedite this search.

The Trumbull Police Commission voted unanimously to authorize Mr. Haselkamp to begin this search process and your cooperation in providing the necessary funding is critical. While we do not have an actual dollar amount as of the date of this letter, our

preliminary research with other municipalities indicates that the proposed figure is commensurate with other executive searches of this kind.

If the responses come back significantly higher than anticipated, we will delay execution of any agreement with any firm pending communication with your body. I thank you for your prompt consideration of this request. Working together, I am confident we will find the most qualified and capable individual to serve as the Chief of Police for the Town of Trumbull.

Very truly yours,



Timothy M. Herbst
First Selectman

CC: James Haselkamp, Director of Labor Relations
Lynn Arnow, Chief of Staff
Robert Nicola, Trumbull Town Attorney
Jack Testani, Chairman, Trumbull Police Commission



**RFP 6070 - REQUEST FOR PROPOSAL
EXECUTIVE SEARCH CONSULTANT
DUE: JULY 22, 2014 AT 2:00PM**

The Town of Trumbull ("Town") is seeking proposals from qualified firms to perform an Executive Search for the position of Police Chief..

The deadline for receipt of sealed proposals is: **JULY 22, 2014 at 2:00 PM (EST Time)**. Sealed proposals must be received by this deadline at the following location:

Town of Trumbull
Purchasing Agent
5866 Main Street
Trumbull, CT 06611

Any proposal received after the date/time listed above will be returned and will not be considered.

All questions pertaining to this Request for Proposal (RFP) must be communicated in writing and be received via email not July 19, 2012 at 3:00 PM (EST Time). Questions must be sent to the email address below and should include the specified Buyer's name and proposal number, and any question(s) should include a reference to the appropriate page and section number of the RFP.

Questions and answers will be posted on the Town of Trumbull webpage www.trumbull-ct.gov by July 19, 2014 at 5:00 PM (EST):

Jim Haselkamp, Director of Labor Relations
Jhaselkamp@trumbull-ct.gov

Copies of the Request for Proposal, questions and answers, and any related documents are available on the Town's Website as noted above in the Purchasing Department Section..

TABLE OF CONTENTS

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Section 2 Scope of Work

Section 3 Proposal Preparation and Submittal

Section 4 Selection and Contract Award

Section 5 RFP Completion Checklist

Section 6 Proposal Form

Section 7 Fees and Reimbursable Expense Schedule

RFP Appendix

Attachment A: Additional General Instructions

Section 1 Project Summary

1. Request for Proposal Summary

Town of Trumbull, ("Town") is seeking proposals from qualified firms for Executive Search Consultant Services in accordance with the Scope of Work specified in this Request for Proposals (RFP). An award will be made to the firm that demonstrates experience and expertise in executive recruitment for municipal/public sector that proposes reasonable fees and meets the requirements of this RFP.

2. Entity Submitting RFP.

The terms "vendor", "proposer", "offerer", "firm", "consultant", "company" or "contractor" used in this RFP or any subsequent documents or communications related to this RFP are interchangeable and mean the consultant or entity submitting a proposal and seeking to enter into a contract for the goods and/or services requested in this RFP.

3. Description of the Town of Trumbull

The Town of Trumbull, located in Fairfield County, Connecticut, is a vibrant community of more than 34,000 citizens that combines small-town New England character and charm with extensive retail, commercial, and light manufacturing activity. The Town is located approximately 65 miles from NYC, with easy access to the major highway and transportation hubs. The Town has excellent schools, safe environment, conveniences and amenities including an excellent parks and recreation system. The Town employs approximately 240 full time employee and several hundred part time and seasonal employees.

Section 2 Scope of Work

This section of the RFP lists requirements that require specific written responses or confirmations. To be considered for selection, Proposer must demonstrate in their proposal that it meets the following requirements and has provided all required information.

General Outline:

1. Project Scope

The Town is seeking a full service Executive Recruitment Firm to execute a successful search for our next Police Chief. Services are expected to include, at a minimum, the design and execution of all steps to: define the search, develop a collaborative description of duties for the position, find and recommend potential candidates that meet all requirements for that position, present those candidates to the Board of Police Commissioners for a final hire decision and assist in the execution of the hiring process.

2. Key Project Deliverables

Proposer shall have extensive experience in performing searches for public sector clients, preferably with specific experience in recruiting for the highest level municipal positions (Town Manager, Police Chief, Fire Chief). Proposer must demonstrate an understanding of the public sector and especially community search processes. The proposer should also have a proven national presence and capability to identify and recruit not only those individuals who may be in the job market, but those who may not be actively searching for a new position.

3. Technical Requirements

- a. The Proposer shall provide a brief description of their firm, including information relating to its organization and management practices.
- b. The Proposer shall provide descriptions of its services offered, including any templates or outlines of recommended processes, method of approach and timelines as well as describing the qualifications of the individuals who are being proposed to service the account.

- c. The Proposer shall provide a schedule of fees. In addition, an explanation of their billing practice should be provided in case of a failed or incomplete search (i.e.: no candidate selected) or the case of a successful candidate who leaves in less than a year.
- d. The Proposer shall provide a list of at least three references from clients, including point of contact, company name, address, phone, and e-mail.

4. Specific Responsibilities

The successful Consultant shall work with the designee(s) to coordinate all aspects of the search process. The services provided by the Consultant shall include, but may not be limited to the following:

- a. Proposer shall assist the Town/Board of Police Commissioner collaboratively developing an "ideal" candidate for the position including the desired qualifications and attributes of applicants, and in the recruiting of qualified applicants.
- b. Proposer shall seek to identify a diverse pool of qualified candidates from those actively pursuing a job change as well as those who may not be in the job market.
- c. Proposer shall be actively involved in leading any Commission discussions and deliberations.
- d. Proposer shall be responsible to review the background and credentials of all finalists, including background checks and information and news searches and providing detailed reports on each to the Board.
- e. Proposer may be requested to assist in contract negotiations with the finalist(s) for the position.

5. Timeline and Due Dates (suggested but to be determined prior to release)

| Event | Date & Time |
|-----------------------------|---------------|
| RFP Release Date | June 29, 2014 |
| Bidder Questions Due | July 10 2014 |
| Respond to Bidder Questions | July 14, 2014 |
| RFP Due Date | JULY 22, 2014 |
| Award | TBD |

Section 3

Proposal Preparation and Submittal

Proposals must conform to all requirements stated below, and elsewhere in this RFP. Disregarding these requirements may result in disqualification of the proposal.

Before submitting a proposal, each firm shall familiarize itself with the entire RFP, including Scope of Work, contract form and all laws, regulations and other factors affecting contract performance. The firm shall be responsible for fully understanding the requirements of a subsequent contract and otherwise satisfy itself as to the expense and difficulties accompanying the fulfillment of contract requirements. The submission of a proposal will constitute a representation of compliance by the firm. There will be no subsequent financial adjustment for lack of such familiarization.

All proposal materials must be placed in a sealed package (envelope, box, etc.) clearly marked with the proposal name and number and the firm's name. It is the responsibility of the firm to ensure that proposals are received in the Purchasing Agent by the due date and time stated on page 1 of this RFP. The firm is responsible for delivery of their proposal by the deadline notwithstanding any claims of error or failure to perform by a mail, courier or package delivery service. No proposals or proposal modifications may be submitted orally, electronically, or via telephone, facsimile, or electronic mail (email).

All proposals must be word processed on standard paper size (8½ x 11 inches) and shall be in the required format incorporating the forms provided in this RFP package, if any. It is permissible to copy these forms as required. The authorized person signing the proposal shall initial erasures, interlineations or other modifications on the proposal.

The firm's proposal should be organized in sections as outlined below:

1. Cover Letter

All proposals must include a cover letter submitted under the firm's name on the firm's letterhead containing the signature and title of a person or an official of the firm who is authorized to commit the firm to a potential contract with the Town. The cover letter must also identify the primary contact for this proposal and include the Town's RFP number found within this RFP. The cover letter should express the firm's interest and serve as an executive summary of the proposal. Claims of proprietary information must be included in the cover letter.

2. Proposal Form

All proposals must include the complete Proposal Form signed by a person or an official authorized to commit the firm to a contract with the Town.

3. Proposal Copies

The firm must submit two (2) original copy of the proposal, clearly marked "Original". In addition, the firm must submit one (1) digital PDF copy of the proposal on media suitable for copying and distributing electronically.

4. Qualifications

The proposal verbiage must describe the firm's qualifications to provide the requested services, and include the following:

- a. Description of the nature of the firm's business; include a description of experience, competencies, and overall organizational capabilities.
- b. Corporate organization chart indicating key management team members.
- c. Number of years in business.
- d. Description of the firm's capabilities to provide the requested service(s).
- e. Description of the project staff structure, the background, qualifications and relevant experience of all staff involved in the project, including length of time at contractor; include the responsibilities that each staff member will have during the execution of this project.
- f. Overview of approach and description of methodology to be used.
- g. Description of project structure and detailed project timelines and phases.
- h. References: The proposer must provide three (3) independent references from three (3) different projects of similar scope, nature, and complexity to that requested by the Town. The Town prefers educational or governmental entity references. Each of the references must include the following information:
 - i. Entity Name
 - ii. Address, City, Province/State/Country
 - iii. Contact Name, Title, Phone Number, and Email address

5. Response to Scope of Work

Responses must be clear and thorough, but concise, and written in plain, easy to understand language. Responses must follow the numbering format used in the Scope of Work section.

6. Exceptions Requested

Any exceptions to the requirements of this RFP that the firm requests the Town to consider must be placed in this section. Each alternate or exception should be addressed separately with specific reference to the requirement. If there are no proposed alternates or exceptions, a statement to that effect must be included in this section of the proposal. Any proposed terms and conditions, contracts, waivers, licenses or agreements required by the firm should be included here with a brief explanatory introduction.

7. PROPRIETARY INFORMATION

In the event any proposer shall include in the proposal any information deemed "proprietary" or "protected," such information shall be separately packaged from the balance of the proposal and clearly marked as to any proprietary claim. The Town discourages the submission of such information and undertakes to provide no more than reasonable efforts to protect the proprietary nature of such information. The Town, as a public entity, cannot and does not warrant that proprietary information will not be disclosed. The Town shall have the right to use any and all information included in the proposals submitted unless the information is expressly restricted by the proposer.

8. Appendix

The Proposal Appendix must include:

- a. All documents or forms required by the Town to be completed by the firm including the required documents specified in the Appendix of this RFP.
- b. Details of any litigation your company or any of its subsidiaries or affiliates has had in the past five years related to the performance of services provided by your firm.
- c. If a firm has had any previous contracts canceled or is currently debarred, suspended, or proposed for debarment by any government entity, the current status must be documented in this proposal. The firm agrees to notify the Town of any change in this status. If any client has stopped using the service(s) you are proposing, provide details including client name, date when service was initiated, date when service was discontinued and reason for discontinuation, including contact details of the client.
- d. If the firm intends to use any cooperative, subcontract, third party agreement, or the like to perform under their proposal, the firm must supply the name, address, qualifications and criteria used by the firm for selection of any third party, and the intended services to be performed. The services provided under the scope of work proposed, in part or in whole, shall not be subcontracted or assigned without prior written permission of the College, except that the contractor may, without prior approval and without being released from any of its responsibilities hereunder, assign the contract to any affiliate or wholly-owned subsidiary of the contractor.
- e. Samples of any documentation or form that proposer will require the Town to sign.

9. General

- a. Cost of Proposal Preparation – The Town shall not reimburse the cost of developing, presenting or providing any response to this solicitation; offers submitted for consideration should be prepared simply, and economically, providing adequate information in a straightforward and concise manner.
- b. Certification – By signature on the Proposal Form included herein, the consultant certifies that the submission of the proposal did not involve collusion or other anti-competitive practices. The consultant has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted proposal. In addition, consultant certifies whether or not an employee of the Town has, or whose relative has, a substantial interest in any agreement subsequent to this document. Consultant also certifies their status with regard to debarment, or suspension by any governmental entity.

Failure to provide a valid signature affirming the stipulations required by this clause shall result in the rejection of the submitted proposal and, if applicable, any resulting agreement. Signing the certification with a false statement shall void the proposal and, if applicable, any resulting agreement. Any resulting agreement may be subject to legal remedies provided by law. Consultant agrees to promote and offer to the Town only those services and/or materials as stated in and allowed for under resulting agreement(s).

Section 4 Selection and Contract Award

Proposals shall be evaluated based on the requirements set forth in the RFP. Selection of the firm(s) will be at the discretion of the Town and will be based on the proposal that the Town deems to be the most responsive and responsible and serves the best interests of the Town. It is the intent of the Town to negotiate and enter into a contract with the selected firm following a Notice of Intent of Selection.

Selected proposer(s) will be required to make on-site oral and visual presentations or demonstrations at the request of the Town. The Town will schedule the time and location for any presentations. Costs and equipment for such presentations are the responsibility of the proposer. Best and Final offers may be solicited from the pool of finalists prior to selection of the successful firm.

Proposals will be reviewed and evaluated based on the following criteria:

- a. Firm Experience and Qualifications
 - i. Experience with projects of similar type and scope.
 - ii. Experience with private and public sector organizations, and institutions of higher education.
- b. Financial Proposal
 - i. Total cost to Town as it relates to the services.

- c. Staff Expertise / Implementation and Operational Teams
 - i. The experience of staff proposed to be involved in the project.
 - ii. Proven and demonstrated hands-on expertise of key management team members and staff in this area of work.
 - iii. Demonstrated expertise in and understanding of community college and higher education operations.
- d. Project Methodology and Structure
 - i. Description of the approach, methodology, and project structure to be used to satisfy the Town's project scope and objectives.
- e. Implementation and/or delivery schedule
 - i. Proposed timeline reasonableness and responsiveness to project's intended outcomes.
- f. References
 - i. Feedback from submitted references.

Note: The Town may nominate and select applicants for the position of Police Chief in addition to the applicants who are recommended by the selected consultant or consulting group.

Section 5 RFP Completion Checklist

This checklist is a summary of some of the required components of the RFP. It is provided as a convenience to contractors, but is not intended to be all-inclusive or to imply acceptance or evidence of compliance by its use. It is the responsibility of the contractor to submit complete and compliant proposals.

- ✓ Cover Letter
- ✓ Proposal Form
- ✓ Qualifications
- ✓ Response to Scope of Work
- ✓ Exceptions Requested
- ✓ Cost Proposal

Section 6
Proposal Form
(to be submitted on company letterhead)

Date _____

Proposal of _____,
(Name)

a corporation organized and existing under the laws of the State of _____; a partnership
consisting of _____; an individual trading as

(Name)

Request for Proposal: _____
[provide title or brief description]

To: Town of Trumbull ("Town")

1. In compliance with your Request for Proposal No. _____, the undersigned hereby offers to furnish the services designated in the RFP, in strict accordance with the RFP, upon written notice of acceptance of this Proposal at any time within thirty (30) days after the date of opening of the Proposals, and to execute the Contract in accordance with the Proposal as accepted within five (5) days after the Contract is presented for signature.
2. The undersigned Proposer hereby acknowledges receipt of the following Addenda, if any:

| Addendum No. | Date |
|--------------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

3. The undersigned Proposer understands that the Town reserves the right to reject any or all Proposals or to waive any formality or technicality, as determined by the Town in its sole discretion, in any Proposal in the interest of the Town.

4. The undersigned Proposer hereby certifies and affirms that this Proposal is genuine and not a sham or collusive, nor made in the interest or behalf of any person not herein named, and that the undersigned Proposer has not directly or indirectly induced or solicited any other Proposer to put in a sham bid, or any other person, firm, or corporation to refrain from bidding, and that the Proposer has not in any manner sought by collusion to secure for itself an advantage over any other Proposer.

5. The undersigned certifies that to the best of his/her knowledge: (check only one)

() There is no officer or employee of Town who has, or would have, or whose relative has, or would have, a substantial interest in any contract resulting from this request.

() The names of any and all public officers or employees of the Town who have, or would have, or whose relative has, or would have, a substantial interest in any contract resulting from this request, and the nature of the substantial interest, are included below or as an attachment to this Proposal.

6. The Proposer certifies, to the best of its knowledge and belief, that:

(i) The Proposer and/or any of its Principals or Owners:

- a. (check one) are () or are not () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any governmental agency.
- b. (check one) have () or have not (), within a three year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) contract or subcontract; violation of federal or state antitrust statutes, rules or regulations relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion; or receiving stolen property; and
- c. (check one) are () or are not () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any other of the offenses enumerated in paragraph (i)(B) of this provision.

(ii) The Proposer (check one) has () or has not (), within a three year period preceding this offer, had one or more contracts terminated for default by any governmental agency.

"Principals," for the purposes of this Proposal, means officers, directors, owners, partners and persons having primary or substantial management or supervisory responsibilities within a business entity.

7. The certifications in paragraphs 4, 5 and 6 of this Proposal are material representations of fact upon which reliance will be placed when making an award. If it is later determined that the Proposer knowingly rendered an erroneous certification, in addition to other remedies available to the Town, the Town may terminate the contract resulting from this solicitation for default.

(Official Name of Firm)

SEAL - If Bidder is a
Corporation

(Signature)

(Print Name)

(Title)

(Complete Business Address)

(Email Address)

(Federal Taxpayer ID Number)

Section 7 Fees and Reimbursable Expense Schedule

Note: Fees must be quoted on a flat rate for services provided and not be based on Position Salary and/or benefits. Please provide all expected fee components for your firm's services in this section.

Attachment A
ADDITIONAL GENERAL INSTRUCTIONS

- 1. ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**
Any assignment or subcontracting by a proposer, bidder, supplier, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.
- 2. TAXES**
All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.
- 3. AWARD AND AUTHORITY**
The purchasing authority of the Town shall issue notification of award in writing.
- 4. HOLD HARMLESS CLAUSE**
Any contractor or subcontractor of the Town agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this request and subsequent Contract, whether or not due in whole or in part of any act, omission or negligence of the Town or any of its representatives or employees.
- 5. WORK REGULATIONS AND STANDARDS**
All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations. Workers Compensation limits as required by the State of Connecticut Labor Code. (Certificate of Coverage must be provided)
- 6. ADDENDUMS**
It is the responsibility of all proposal submitters to verify with the Town if any addendums or changes to this have been. All and any addendums will be posted on the Town of Trumbull – Purchasing department website. www.trumbull-ct.gov .
- 7. CONFLICT OF INTEREST**
No purchase shall be made from nor shall services (other than services as an officer, agent, or employee of the Town) be secured from any officer or employee of the Town, or from any partnership or corporation in which such officer or employee is a partner or officer, or holds a substantial interest, unless such relationship and the fact that such purchase is contemplated shall be made known in writing to the agency making such purchase, and notice thereof posted, for at least five (5) days before such purchase be made , in the office of the agency making such purchase and in a public place in the Trumbull Town Hall.
- 8. ORAL PRESENTATIONS**
During the evaluation process, the Board may, at its discretion, request any one or all firms to make oral presentations. Such presentations will provide firms with an opportunity to answer any questions the Committee may have on a firm's proposal. Not all firms may be asked to make such oral presentations.
- 9. INSURANCE**

The Consultant shall be responsible for maintaining during the life of the contract the following types of insurance with minimum acceptable limits as set forth below:

| <u>TYPE</u> | <u>LIMITS OF LIABILITY</u> |
|----------------------------------|--|
| Workers Compensation | Statutory |
| Employers Liability | \$100,000 Each Accident, Bodily Injury |
| \$100,000 Each Employee, Disease | |
| \$500,000 Policy Limit, Disease | |
| Commercial General Liability | \$1,000,000 Each Occurrence Limit |
| (Occurrence-based only) | \$1,000,000 General Aggregate Limit |
| Business Auto Liability | \$1,000,000 Each Accident |
| Professional Liability (E&O) | \$1,000,000 Per Claim Limit |

For any liability policy maintained on a claims-made basis (including renewals or replacements thereof), the retroactive date (if any) must not be set later than the effective date of this Agreement and shall not be advanced throughout the term of this Agreement or renewal thereof. Any claims-made coverage must be maintained without material change or interruption of coverage (a) throughout the term of this Agreement, and any subsequent renewal thereof and, (b) for a period of not less than three years after termination of the this Agreement without advancement of the retroactive date, material change in or interruption of the claims-made coverage (the extended term of protection). In the event of any advancement of an applicable retroactive date, material change in or interruption of the claims-made coverage during this period of time, Consultant hereby agrees to take all necessary steps at his/her sole expense to eliminate any potential gap(s) in the claims-made coverage, including the purchase of an extended reporting period endorsement ("tail" coverage) at the sole expense of the Consultant. It is understood that the length of this extended reporting period endorsement may be reduced to coincide with any time remaining in the extended term of protection.

"The Town of Trumbull and its respective officers, agents officials, employees, volunteers, boards and Commissions" shall be included as an Additional Insured under the required Commercial General Liability policy.



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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| <hr/> 01 GENERAL FUND <hr/> | | | | | | | |
| 01 GENERAL GOVERNMENT <hr/> | | | | | | | |
| 01010000 TOWN COUNCIL <hr/> | | | | | | | |
| 01010000 522201 SERVICES & FEES-CL | 12,853 | 0 | 12,853 | 12,852.80 | .00 | .20 | 100.0% |
| 01010000 522202 SERVICES & FEES-PR | 53,000 | 0 | 53,000 | 53,500.00 | .00 | -500.00 | 100.9%* |
| 01010000 545501 COMMUNICATIONS-LEG | 17,000 | 0 | 17,000 | 20,263.52 | .00 | -3,263.52 | 119.2%* |
| TOTAL TOWN COUNCIL | 82,853 | 0 | 82,853 | 86,616.32 | .00 | -3,763.32 | 104.5% |
| <hr/> 01010100 THE TRUMBULL NATURE COMMISSION <hr/> | | | | | | | |
| 01010100 522201 SERVICES & FEES-CL | 780 | 0 | 780 | 660.00 | .00 | 120.00 | 84.6% |
| 01010100 578801 MNTNCE/REPAIR SERV | 114 | 0 | 114 | .00 | .00 | 114.00 | .0% |
| 01010100 590011 UTILITIES-HEAT | 3,705 | 0 | 3,705 | 3,256.36 | .00 | 448.64 | 87.9% |
| 01010100 590012 UTILITIES-ELECTRICI | 913 | 0 | 913 | 764.39 | .00 | 148.61 | 83.7% |
| 01010100 590013 UTILITIES-WATER | 502 | 0 | 502 | 179.48 | .00 | 322.52 | 35.8% |
| 01010100 590014 UTILITIES-TELEPHON | 1,000 | 0 | 1,000 | 536.66 | .00 | 463.34 | 53.7% |
| TOTAL THE TRUMBULL NATURE COMMISSION | 7,014 | 0 | 7,014 | 5,396.89 | .00 | 1,617.11 | 76.9% |
| <hr/> 01010200 ETHICS COMMISSION <hr/> | | | | | | | |
| 01010200 522201 SERVICES & FEES-CL | 120 | 0 | 120 | .00 | .00 | 120.00 | .0% |
| TOTAL ETHICS COMMISSION | 120 | 0 | 120 | .00 | .00 | 120.00 | .0% |
| <hr/> 01010300 CHARTER REVISION <hr/> | | | | | | | |
| 01010300 522201 SERVICES & FEES-CL | 0 | 500 | 500 | 600.00 | .00 | -100.00 | 120.0%* |
| 01010300 522202 SERVICES & FEES-PR | 0 | 6,000 | 6,000 | 6,000.00 | .00 | .00 | 100.0% |
| 01010300 545501 COMMUNICATIONS-LEG | 0 | 1,000 | 1,000 | 260.68 | .00 | 739.32 | 26.1% |





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 2
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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| TOTAL CHARTER REVISION | 0 | 7,500 | 7,500 | 6,860.68 | .00 | 639.32 | 91.5% |
| 01010400 FIRST SELECTMAN | | | | | | | |
| 01010400 501101 SALARIES-FT/PERMAN | 271,707 | 0 | 271,707 | 259,901.17 | .00 | 11,805.83 | 95.7% |
| 01010400 556601 PROFESSIONAL DEV-S | 3,500 | 0 | 3,500 | 3,447.74 | .00 | 52.26 | 98.5% |
| 01010400 567704 TRANSPORTATION-EXP | 3,500 | 0 | 3,500 | 3,487.35 | .00 | 12.65 | 99.6% |
| TOTAL FIRST SELECTMAN | 278,707 | 0 | 278,707 | 266,836.26 | .00 | 11,870.74 | 95.7% |
| 01010600 PROBATE | | | | | | | |
| 01010600 522203 SERVICES & FEES-AN | 2,832 | 0 | 2,832 | 2,832.00 | .00 | .00 | 100.0% |
| 01010600 534401 MATERIALS & SUPPLI | 1,586 | 0 | 1,586 | 1,586.00 | .00 | .00 | 100.0% |
| 01010600 545504 COMMUNICATIONS-POS | 2,718 | 0 | 2,718 | 2,718.00 | .00 | .00 | 100.0% |
| 01010600 556604 PROFESSIONAL DEV-P | 736 | 0 | 736 | 736.00 | .00 | .00 | 100.0% |
| 01010600 589901 RENTALS-ANNUAL REN | 1,529 | 0 | 1,529 | 1,529.00 | .00 | .00 | 100.0% |
| 01010600 590014 UTILITIES-TELEPHON | 1,869 | 0 | 1,869 | 1,869.00 | .00 | .00 | 100.0% |
| TOTAL PROBATE | 11,270 | 0 | 11,270 | 11,270.00 | .00 | .00 | 100.0% |
| 01010800 ELECTIONS | | | | | | | |
| 01010800 501101 SALARIES-FT/PERMAN | 48,760 | 0 | 48,760 | 48,409.88 | .00 | 350.12 | 99.3% |
| 01010800 501102 SALARIES-PT/PERMAN | 18,980 | 0 | 18,980 | 18,417.43 | .00 | 562.57 | 97.0% |
| 01010800 501105 SALARIES-OVERTIME | 1,632 | 0 | 1,632 | 1,210.44 | .00 | 421.56 | 74.2% |
| 01010800 522202 SERVICES & FEES-PR | 2,200 | 0 | 2,200 | 1,600.00 | .00 | 600.00 | 72.7% |
| 01010800 522203 SERVICES & FEES-AN | 15,750 | 0 | 15,750 | 12,000.00 | .00 | 3,750.00 | 76.2% |
| 01010800 522205 PROGRAM EXPENSES | 9,456 | 0 | 9,456 | 9,062.93 | .00 | 393.07 | 95.8% |
| 01010800 534402 PROGRAM SUPPLIES | 6,680 | 0 | 6,680 | 4,665.61 | 205.00 | 1,809.39 | 72.9% |
| 01010800 545501 COMMUNICATIONS-LEG | 325 | 0 | 325 | .00 | .00 | 325.00 | .0% |
| 01010800 545504 COMMUNICATIONS-POS | 4,170 | 0 | 4,170 | 3,352.23 | .00 | 817.77 | 80.4% |
| 01010800 556601 PROFESSIONAL DEV-S | 780 | 0 | 780 | 545.12 | .00 | 234.88 | 69.9% |
| 01010800 556602 PROFESSIONAL DEV-A | 150 | 0 | 150 | 110.00 | .00 | 40.00 | 73.3% |
| 01010800 556605 PROFESSIONAL DEV-T | 542 | 0 | 542 | 161.87 | .00 | 380.13 | 29.9% |
| 01010800 578801 MNTNCE/REPAIR SERV | 2,000 | 0 | 2,000 | .00 | .00 | 2,000.00 | .0% |
| 01010800 581888 CAPITAL OUTLAY | 500 | 0 | 500 | 429.93 | .00 | 70.07 | 86.0% |





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01010800 590014 UTILITIES-TELEPHON | 3,193 | 0 | 3,193 | 883.88 | .00 | 2,309.12 | 27.7% |
| TOTAL ELECTIONS | 115,118 | 0 | 115,118 | 100,849.32 | 205.00 | 14,063.68 | 87.8% |
| 01011000 FINANCE DEPARTMENT | | | | | | | |
| 01011000 501101 SALARIES-FT/PERMAN | 486,516 | 0 | 486,516 | 472,322.22 | .00 | 14,193.78 | 97.1% |
| 01011000 501102 SALARIES-PT/PERMAN | 48,706 | 0 | 48,706 | 47,745.06 | .00 | 960.94 | 98.0% |
| 01011000 501105 SALARIES-OVERTIME | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 01011000 501106 SALARIES-LONGEVITY | 625 | 0 | 625 | 425.00 | .00 | 200.00 | 68.0% |
| 01011000 556601 PROFESSIONAL DEV-S | 2,000 | -1,400 | 600 | 210.00 | .00 | 390.00 | 35.0% |
| 01011000 556602 PROFESSIONAL DEV-A | 470 | 0 | 470 | 380.00 | .00 | 90.00 | 80.9% |
| 01011000 556603 PROFESSIONAL DEV-I | 2,000 | 1,200 | 3,200 | 2,943.44 | .00 | 256.56 | 92.0% |
| 01011000 556604 PROFESSIONAL DEV-P | 350 | 200 | 550 | 442.81 | .00 | 107.19 | 80.5% |
| 01011000 567704 TRANSPORTATION-EXP | 300 | 0 | 300 | 215.51 | .00 | 84.49 | 71.8% |
| TOTAL FINANCE DEPARTMENT | 541,467 | 0 | 541,467 | 524,684.04 | .00 | 16,782.96 | 96.9% |
| 01011400 BOARD OF FINANCE | | | | | | | |
| 01011400 501101 SALARIES-FT/PERMAN | 72,012 | 0 | 72,012 | 74,781.42 | .00 | -2,769.42 | 103.8%* |
| 01011400 522201 SERVICES & FEES-CL | 3,125 | 0 | 3,125 | 875.00 | .00 | 2,250.00 | 28.0% |
| 01011400 545501 COMMUNICATIONS-LEG | 1,000 | 0 | 1,000 | 1,035.00 | .00 | -35.00 | 103.5%* |
| 01011400 556602 PROFESSIONAL DEV-A | 140 | 0 | 140 | 130.00 | .00 | 10.00 | 92.9% |
| TOTAL BOARD OF FINANCE | 76,277 | 0 | 76,277 | 76,821.42 | .00 | -544.42 | 100.7% |
| 01011600 TAX ASSESSOR | | | | | | | |
| 01011600 501101 SALARIES-FT/PERMAN | 248,430 | 0 | 248,430 | 244,794.47 | .00 | 3,635.53 | 98.5% |
| 01011600 501102 SALARIES-PT/PERMAN | 32,084 | 0 | 32,084 | 30,937.02 | .00 | 1,146.98 | 96.4% |
| 01011600 501105 SALARIES-OVERTIME | 2,250 | 0 | 2,250 | 330.67 | .00 | 1,919.33 | 14.7% |
| 01011600 501888 UNIFORM ALLOWANCE | 150 | -150 | 0 | .00 | .00 | .00 | .0% |
| 01011600 522202 SERVICES & FEES-PR | 75,000 | 0 | 75,000 | 73,124.82 | .00 | 1,875.18 | 97.5% |
| 01011600 522204 SERVICES & FEES-CO | 20,310 | 0 | 20,310 | 20,341.85 | .00 | -31.85 | 100.2%* |
| 01011600 534402 PROGRAM SUPPLIES | 830 | 0 | 830 | 865.00 | .00 | -35.00 | 104.2%* |
| 01011600 545501 COMMUNICATIONS-LEG | 225 | 0 | 225 | .00 | .00 | 225.00 | .0% |
| 01011600 556601 PROFESSIONAL DEV-S | 4,750 | -1,950 | 2,800 | 2,740.00 | .00 | 60.00 | 97.9% |





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TOWN OF TRUMBULL
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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01011600 556602 PROFESSIONAL DEV-A | 500 | 0 | 500 | 480.00 | .00 | 20.00 | 96.0% |
| 01011600 581888 CAPITAL OUTLAY | 0 | 2,100 | 2,100 | 1,853.32 | .00 | 246.68 | 88.3% |
| TOTAL TAX ASSESSOR | 384,529 | 0 | 384,529 | 375,467.15 | .00 | 9,061.85 | 97.6% |
| 01011800 BOARD OF ASSESSMENT APPEALS | | | | | | | |
| 01011800 522201 SERVICES & FEES-CL | 5,000 | 0 | 5,000 | 2,049.97 | .00 | 2,950.03 | 41.0% |
| 01011800 545501 COMMUNICATIONS-LEG | 650 | 0 | 650 | 820.00 | .00 | -170.00 | 126.2%* |
| 01011800 556601 PROFESSIONAL DEV-S | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| TOTAL BOARD OF ASSESSMENT APPEALS | 5,850 | 0 | 5,850 | 2,869.97 | .00 | 2,980.03 | 49.1% |
| 01012000 TAX COLLECTOR | | | | | | | |
| 01012000 501101 SALARIES-FT/PERMAN | 281,028 | 0 | 281,028 | 285,756.25 | .00 | -4,728.25 | 101.7%* |
| 01012000 501102 SALARIES-PT/PERMAN | 22,621 | 0 | 22,621 | 20,415.42 | .00 | 2,205.58 | 90.2% |
| 01012000 501103 SALARIES-SEASONAL/ | 0 | 1,575 | 1,575 | 330.00 | .00 | 1,245.00 | 21.0% |
| 01012000 501105 SALARIES-OVERTIME | 4,000 | -1,575 | 2,425 | 1,600.53 | .00 | 824.47 | 66.0% |
| 01012000 501106 SALARIES-LONGEVITY | 425 | 0 | 425 | 425.00 | .00 | .00 | 100.0% |
| 01012000 522203 SERVICES & FEES-AN | 11,480 | 0 | 11,480 | 10,747.26 | .00 | 732.74 | 93.6% |
| 01012000 522204 SERVICES & FEES-CO | 19,775 | 0 | 19,775 | 10,295.55 | .00 | 9,479.45 | 52.1% |
| 01012000 534401 MATERIALS & SUPPLI | 10,000 | -123 | 9,877 | 3,868.90 | 632.06 | 5,376.04 | 45.6% |
| 01012000 545501 COMMUNICATIONS-LEG | 3,750 | 0 | 3,750 | 2,138.88 | .00 | 1,611.12 | 57.0% |
| 01012000 545504 COMMUNICATIONS-POS | 26,003 | 0 | 26,003 | 4,444.75 | .00 | 21,558.25 | 17.1% |
| 01012000 556601 PROFESSIONAL DEV-S | 550 | 123 | 673 | 673.00 | .00 | .00 | 100.0% |
| 01012000 556602 PROFESSIONAL DEV-A | 240 | 0 | 240 | 200.00 | .00 | 40.00 | 83.3% |
| TOTAL TAX COLLECTOR | 379,872 | 0 | 379,872 | 340,895.54 | 632.06 | 38,344.40 | 89.9% |
| 01012200 PURCHASING | | | | | | | |
| 01012200 501101 SALARIES-FT/PERMAN | 72,979 | 0 | 72,979 | 87,471.26 | .00 | -14,492.26 | 119.9%* |
| 01012200 501106 SALARIES-LONGEVITY | 200 | 0 | 200 | 325.00 | .00 | -125.00 | 162.5%* |
| 01012200 545501 COMMUNICATIONS-LEG | 6,300 | 0 | 6,300 | 6,859.80 | 3,751.40 | -4,311.20 | 168.4%* |
| 01012200 556601 PROFESSIONAL DEV-S | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 01012200 556602 PROFESSIONAL DEV-A | 30 | 0 | 30 | 30.00 | .00 | .00 | 100.0% |
| TOTAL PURCHASING | 79,609 | 0 | 79,609 | 94,686.06 | 3,751.40 | -18,828.46 | 123.7% |



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YEAR-TO-DATE BUDGET REPORT

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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| <u>01012400 TREASURER</u> | | | | | | | |
| 01012400 501101 SALARIES-FT/PERMAN | 22,100 | 0 | 22,100 | 21,584.18 | .00 | 515.82 | 97.7% |
| TOTAL TREASURER | 22,100 | 0 | 22,100 | 21,584.18 | .00 | 515.82 | 97.7% |
| <u>01012600 TECHNOLOGY</u> | | | | | | | |
| 01012600 501101 SALARIES-FT/PERMAN | 215,766 | 0 | 215,766 | 205,258.55 | .00 | 10,507.45 | 95.1% |
| 01012600 501102 SALARIES-PT/PERMAN | 24,812 | 0 | 24,812 | 20,211.76 | .00 | 4,600.24 | 81.5% |
| 01012600 522204 SERVICES & FEES-CO | 213,176 | 0 | 213,176 | 186,042.11 | 10,836.48 | 16,297.41 | 92.4% |
| 01012600 556601 PROFESSIONAL DEV-S | 10,380 | 0 | 10,380 | .00 | .00 | 10,380.00 | .0% |
| 01012600 556602 PROFESSIONAL DEV-A | 185 | 0 | 185 | 185.00 | .00 | .00 | 100.0% |
| 01012600 556603 PROFESSIONAL DEV-I | 9,500 | 0 | 9,500 | .00 | .00 | 9,500.00 | .0% |
| 01012600 578802 MNTNCE/REP-EQUIPME | 5,000 | 0 | 5,000 | 2,585.84 | 1,758.96 | 655.20 | 86.9% |
| 01012600 581888 CAPITAL OUTLAY | 172,160 | 199,950 | 372,110 | 213,173.72 | 134,035.03 | 24,901.25 | 93.3% |
| TOTAL TECHNOLOGY | 650,979 | 199,950 | 850,929 | 627,456.98 | 146,630.47 | 76,841.55 | 91.0% |
| <u>01012800 TOWN ATTORNEYS</u> | | | | | | | |
| 01012800 522202 SERVICES & FEES-PR | 312,000 | 0 | 312,000 | 296,500.00 | .00 | 15,500.00 | 95.0% |
| TOTAL TOWN ATTORNEYS | 312,000 | 0 | 312,000 | 296,500.00 | .00 | 15,500.00 | 95.0% |
| <u>01013000 HUMAN RESOURCES</u> | | | | | | | |
| 01013000 501101 SALARIES-FT/PERMAN | 117,844 | 30,000 | 147,844 | 144,216.81 | .00 | 3,627.19 | 97.5% |
| 01013000 501105 SALARIES-OVERTIME | 2,000 | 0 | 2,000 | 1,989.66 | .00 | 10.34 | 99.5% |
| 01013000 501106 SALARIES-LONGEVITY | 200 | 0 | 200 | 200.00 | .00 | .00 | 100.0% |
| 01013000 522201 SERVICES & FEES-CL | 420 | 0 | 420 | 240.00 | .00 | 180.00 | 57.1% |
| 01013000 522202 SERVICES & FEES-PR | 80,150 | -30,000 | 50,150 | 49,902.12 | .00 | 247.88 | 99.5% |
| 01013000 522203 SERVICES & FEES-AN | 3,000 | -625 | 2,375 | 75.00 | .00 | 2,300.00 | 3.2% |
| 01013000 545501 COMMUNICATIONS-LEG | 5,500 | -125 | 5,375 | 3,246.93 | 998.48 | 1,129.59 | 79.0% |
| 01013000 556601 PROFESSIONAL DEV-S | 0 | 637 | 637 | 637.43 | .00 | .00 | 100.0% |
| 01013000 556602 PROFESSIONAL DEV-A | 175 | 113 | 288 | 255.00 | .00 | 32.57 | 88.7% |





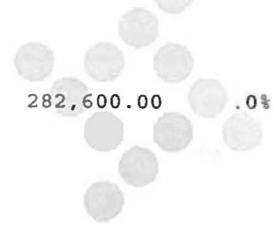
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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 01013000 556604 PROFESSIONAL DEV-P | 560 | 0 | 560 | 269.55 | .00 | 290.45 | 48.1% |
| TOTAL HUMAN RESOURCES | 209,849 | 0 | 209,849 | 201,032.50 | 998.48 | 7,818.02 | 96.3% |
| 01013400 EMPLOYEE BENEFITS | | | | | | | |
| 01013400 511150 FRINGE BENEFITS-FI | 1,550,939 | 0 | 1,550,939 | 1,423,436.70 | .00 | 127,502.30 | 91.8% |
| 01013400 511151 FRINGE BENEFITS-ME | 5,132,244 | 0 | 5,132,244 | 4,433,790.95 | .00 | 698,453.05 | 86.4% |
| 01013400 511152 FRINGE BENEFITS-WO | 975,000 | 0 | 975,000 | 967,723.82 | .00 | 7,276.18 | 99.3% |
| 01013400 511153 FRINGE BENEFITS-UN | 78,000 | 0 | 78,000 | 36,471.00 | .00 | 41,529.00 | 46.8% |
| 01013400 511154 FRINGE BENEFITS-ME | 14,400 | 0 | 14,400 | 12,902.67 | .00 | 1,497.33 | 89.6% |
| 01013400 511155 FRINGE BENEFITS-LI | 43,500 | 0 | 43,500 | 40,152.40 | .00 | 3,347.60 | 92.3% |
| 01013400 511159 FRINGE BENEFITS-CL | 600 | 0 | 600 | 120.00 | .00 | 480.00 | 20.0% |
| 01013400 522106 PENSION CONTRIBUTI | 1,700,000 | 0 | 1,700,000 | 1,700,000.00 | .00 | .00 | 100.0% |
| 01013400 522107 PENSION CONTR-TOWN | 4,576,000 | 0 | 4,576,000 | 4,576,000.00 | .00 | .00 | 100.0% |
| 01013400 522108 POLICE RET-MED/LIF | 160,000 | 0 | 160,000 | 160,000.00 | .00 | .00 | 100.0% |
| 01013400 522110 DEFINED CONTR-TOWN | 35,000 | 0 | 35,000 | 54,469.25 | .00 | -19,469.25 | 155.6%* |
| 01013400 522202 SERVICES & FEES-PR | 21,880 | 0 | 21,880 | 14,297.35 | 3,500.00 | 4,082.65 | 81.3% |
| TOTAL EMPLOYEE BENEFITS | 14,287,563 | 0 | 14,287,563 | 13,419,364.14 | 3,500.00 | 864,698.86 | 93.9% |
| 01013600 TOWN CLERK | | | | | | | |
| 01013600 501101 SALARIES-FT/PERMAN | 218,702 | 0 | 218,702 | 211,447.14 | .00 | 7,254.86 | 96.7% |
| 01013600 501105 SALARIES-OVERTIME | 3,500 | 0 | 3,500 | 2,232.60 | .00 | 1,267.40 | 63.8% |
| 01013600 501106 SALARIES-LONGEVITY | 850 | 0 | 850 | 850.00 | .00 | .00 | 100.0% |
| 01013600 522204 SERVICES & FEES-CO | 26,400 | 0 | 26,400 | 22,021.37 | 4,573.33 | -194.70 | 100.7%* |
| 01013600 522205 PROGRAM EXPENSES | 3,500 | 0 | 3,500 | 2,201.25 | .00 | 1,298.75 | 62.9% |
| 01013600 534402 PROGRAM SUPPLIES | 3,200 | -1,250 | 1,950 | 1,321.70 | .00 | 628.30 | 67.8% |
| 01013600 545501 COMMUNICATIONS-LEG | 3,000 | 0 | 3,000 | 2,553.80 | .00 | 446.20 | 85.1% |
| 01013600 556601 PROFESSIONAL DEV-S | 2,080 | 0 | 2,080 | 1,235.15 | .00 | 844.85 | 59.4% |
| 01013600 556602 PROFESSIONAL DEV-A | 620 | 0 | 620 | 520.00 | .00 | 100.00 | 83.9% |
| 01013600 578801 MNTNCE/REPAIR SERV | 250 | 0 | 250 | 250.00 | .00 | .00 | 100.0% |
| 01013600 578803 MNTNCE/REP-PROGRAM | 2,500 | 1,250 | 3,750 | 3,655.54 | 75.93 | 18.53 | 99.5% |
| 01013600 598889 ST OF CT-FISHING & | 0 | 0 | 0 | 8,730.00 | .00 | -8,730.00 | 100.0%* |
| 01013600 598890 ST OF CT-MARRIAGE | 0 | 0 | 0 | 874.00 | .00 | -874.00 | 100.0%* |
| TOTAL TOWN CLERK | 264,602 | 0 | 264,602 | 257,892.55 | 4,649.26 | 2,060.19 | 99.2% |
| 01013800 TOWN HALL | | | | | | | |
| 01013800 501116 CONTINGENCY | 282,600 | 0 | 282,600 | .00 | .00 | 282,600.00 | .0% |





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YEAR-TO-DATE BUDGET REPORT

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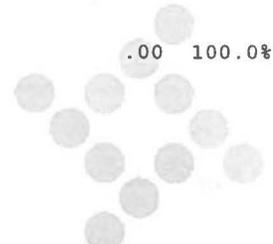
FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|--------------------|----------------------|-------------------|---------------------|---------------|---------------------|--------------|
| 01013800 511160 PROPERTY/LIABILITY | 921,523 | 0 | 921,523 | 840,414.07 | .00 | 81,108.93 | 91.2% |
| 01013800 522202 SERVICES & FEES-PR | 0 | 65,000 | 65,000 | 65,862.04 | .00 | -862.04 | 101.3%* |
| 01013800 522205 PROGRAM EXPENSES | 12,000 | 0 | 12,000 | 19,373.43 | .00 | -7,373.43 | 161.4%* |
| 01013800 522208 CONTRIBUTIONS | 12,750 | 0 | 12,750 | 7,750.00 | .00 | 5,000.00 | 60.8% |
| 01013800 534401 MATERIALS & SUPPLI | 36,000 | 0 | 36,000 | 45,453.81 | 540.79 | -9,994.60 | 127.8%* |
| 01013800 534402 PROGRAM SUPPLIES | 1,000 | 0 | 1,000 | 330.50 | .00 | 669.50 | 33.1% |
| 01013800 534403 MATERIALS & SUPPLI | 1,000 | 0 | 1,000 | 495.23 | .00 | 504.77 | 49.5% |
| 01013800 545502 COMMUNICATIONS-PUB | 1,000 | 0 | 1,000 | 650.00 | .00 | 350.00 | 65.0% |
| 01013800 545504 COMMUNICATIONS-POS | 40,000 | 0 | 40,000 | 42,262.77 | .00 | -2,262.77 | 105.7%* |
| 01013800 578801 MNTNCE/REPAIR SERV | 10,650 | 0 | 10,650 | 6,114.17 | 55.00 | 4,480.83 | 57.9% |
| 01013800 578804 MNTNCE/REP-REFUSE | 2,053 | 0 | 2,053 | 1,993.08 | .00 | 59.92 | 97.1% |
| 01013800 589901 RENTALS-ANNUAL REN | 21,676 | 0 | 21,676 | 20,418.64 | 331.85 | 925.51 | 95.7% |
| 01013800 590011 UTILITIES-HEAT | 13,815 | 0 | 13,815 | 12,505.94 | .00 | 1,309.06 | 90.5% |
| 01013800 590012 UTILITIES-ELECTRIC | 81,144 | 0 | 81,144 | 95,652.15 | .00 | -14,508.15 | 117.9%* |
| 01013800 590013 UTILITIES-WATER | 1,958 | 0 | 1,958 | 1,726.83 | .00 | 231.17 | 88.2% |
| 01013800 590014 UTILITIES-TELEPHON | 107,662 | 0 | 107,662 | 86,608.30 | .00 | 21,053.70 | 80.4% |
| TOTAL TOWN HALL | 1,546,831 | 65,000 | 1,611,831 | 1,247,610.96 | 927.64 | 363,292.40 | 77.5% |
| 01014200 PLANNING AND ZONING | | | | | | | |
| 01014200 501101 SALARIES-FT/PERMAN | 245,517 | -12,000 | 233,517 | 215,572.10 | .00 | 17,944.90 | 92.3% |
| 01014200 501105 SALARIES-OVERTIME | 3,000 | 0 | 3,000 | 4,262.42 | .00 | -1,262.42 | 142.1%* |
| 01014200 501106 SALARIES-LONGEVITY | 425 | 0 | 425 | 425.00 | .00 | .00 | 100.0% |
| 01014200 522202 SERVICES & FEES-PR | 25,000 | 12,000 | 37,000 | 8,587.99 | .00 | 28,412.01 | 23.2% |
| 01014200 522205 PROGRAM EXPENSES | 13,879 | -1,000 | 12,879 | 11,124.00 | 996.00 | 759.00 | 94.1% |
| 01014200 545501 COMMUNICATIONS-LEG | 17,000 | 0 | 17,000 | 19,686.40 | .00 | -2,686.40 | 115.8%* |
| 01014200 556601 PROFESSIONAL DEV-S | 2,950 | 0 | 2,950 | 1,267.66 | .00 | 1,682.34 | 43.0% |
| 01014200 556602 PROFESSIONAL DEV-A | 525 | 0 | 525 | 471.00 | .00 | 54.00 | 89.7% |
| 01014200 581888 CAPITAL OUTLAY | 0 | 1,000 | 1,000 | 998.00 | .00 | 2.00 | 99.8% |
| TOTAL PLANNING AND ZONING | 308,296 | 0 | 308,296 | 262,394.57 | 996.00 | 44,905.43 | 85.4% |
| 01014600 ECONOMIC DEVELOPMENT | | | | | | | |
| 01014600 501101 SALARIES-FT/PERMAN | 95,000 | 0 | 95,000 | 93,172.85 | .00 | 1,827.15 | 98.1% |
| 01014600 522201 SERVICES & FEES-CL | 720 | 0 | 720 | 480.00 | .00 | 240.00 | 66.7% |
| 01014600 522202 SERVICES & FEES-PR | 5,000 | 0 | 5,000 | 2,332.95 | .00 | 2,667.05 | 46.7% |
| 01014600 522205 PROGRAM EXPENSES | 5,500 | 0 | 5,500 | 4,075.51 | .00 | 1,424.49 | 74.1% |
| 01014600 534402 PROGRAM SUPPLIES | 1,800 | 0 | 1,800 | 463.78 | .00 | 1,336.22 | 25.8% |



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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01014600 545503 COMMUNICATIONS-PUB | 7,500 | 0 | 7,500 | 4,110.00 | .00 | 3,390.00 | 54.8% |
| 01014600 556601 PROFESSIONAL DEV-S | 2,000 | 0 | 2,000 | 456.44 | .00 | 1,543.56 | 22.8% |
| 01014600 556602 PROFESSIONAL DEV-A | 405 | 0 | 405 | 200.00 | .00 | 205.00 | 49.4% |
| TOTAL ECONOMIC DEVELOPMENT | 117,925 | 0 | 117,925 | 105,291.53 | .00 | 12,633.47 | 89.3% |
| 01014800 INLAND WETLANDS COMMISSION | | | | | | | |
| 01014800 522201 SERVICES & FEES-CL | 1,400 | -300 | 1,100 | 554.30 | .00 | 545.70 | 50.4% |
| 01014800 534401 MATERIALS & SUPPLI | 200 | 300 | 500 | 224.37 | 260.00 | 15.63 | 96.9% |
| 01014800 534402 PROGRAM SUPPLIES | 75 | 0 | 75 | 55.00 | .00 | 20.00 | 73.3% |
| 01014800 545501 COMMUNICATIONS-LEG | 7,700 | 0 | 7,700 | 8,930.20 | 1,962.12 | -3,192.32 | 141.5%* |
| 01014800 556601 PROFESSIONAL DEV-S | 600 | 0 | 600 | 455.00 | .00 | 145.00 | 75.8% |
| 01014800 556604 PROFESSIONAL DEV-P | 175 | 0 | 175 | .00 | .00 | 175.00 | .0% |
| TOTAL INLAND WETLANDS COMMISSION | 10,150 | 0 | 10,150 | 10,218.87 | 2,222.12 | -2,290.99 | 122.6% |
| 01015400 CONSERVATION COMMISSION | | | | | | | |
| 01015400 522201 SERVICES & FEES-CL | 600 | 0 | 600 | 540.00 | .00 | 60.00 | 90.0% |
| 01015400 545502 COMMUNICATIONS-PUB | 75 | 0 | 75 | .00 | .00 | 75.00 | .0% |
| 01015400 545503 COMMUNICATIONS-PUB | 154 | 0 | 154 | 240.82 | .00 | -86.82 | 156.4%* |
| 01015400 556601 PROFESSIONAL DEV-S | 150 | 0 | 150 | 97.50 | .00 | 52.50 | 65.0% |
| 01015400 556602 PROFESSIONAL DEV-A | 300 | 0 | 300 | 55.00 | .00 | 245.00 | 18.3% |
| TOTAL CONSERVATION COMMISSION | 1,279 | 0 | 1,279 | 933.32 | .00 | 345.68 | 73.0% |
| 01015600 CLEAN ENERGY FUND | | | | | | | |
| 01015600 522205 PROGRAM EXPENSES | 1,600 | 0 | 1,600 | .00 | .00 | 1,600.00 | .0% |
| TOTAL CLEAN ENERGY FUND | 1,600 | 0 | 1,600 | .00 | .00 | 1,600.00 | .0% |
| 01015800 TRANSIT DISTRICT | | | | | | | |
| 01015800 522205 PROGRAM EXPENSES | 44,084 | 0 | 44,084 | 44,084.00 | .00 | .00 | 100.0% |





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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| TOTAL TRANSIT DISTRICT | 44,084 | 0 | 44,084 | 44,084.00 | .00 | .00 | 100.0% |
| TOTAL GENERAL GOVERNMENT | 19,739,944 | 272,450 | 20,012,394 | 18,387,617.25 | 164,512.43 | 1,460,264.32 | 92.7% |
| 02 PUBLIC SAFETY | | | | | | | |
| 01022000 POLICE | | | | | | | |
| 01022000 501101 SALARIES-FT/PERMAN | 6,148,984 | -10,000 | 6,138,984 | 5,930,434.91 | .00 | 208,549.09 | 96.6% |
| 01022000 501102 SALARIES-PT/PERMAN | 54,079 | 0 | 54,079 | 51,979.54 | .00 | 2,099.46 | 96.1% |
| 01022000 501104 SALARIES-VACATION | 48,567 | -2,000 | 46,567 | 36,692.86 | .00 | 9,874.14 | 78.8% |
| 01022000 501105 SALARIES-OVERTIME | 400,000 | 0 | 400,000 | 682,528.74 | .00 | -282,528.74 | 170.6%* |
| 01022000 501106 SALARIES-LONGEVITY | 22,600 | 0 | 22,600 | 21,033.33 | .00 | 1,566.67 | 93.1% |
| 01022000 501109 SALARIES-COLLEGE I | 32,700 | 0 | 32,700 | 30,300.00 | .00 | 2,400.00 | 92.7% |
| 01022000 501112 SHIFT DIFFERENTIAL | 47,600 | 0 | 47,600 | 47,801.82 | .00 | -201.82 | 100.4%* |
| 01022000 501113 HOLIDAY | 303,514 | 0 | 303,514 | 291,836.32 | .00 | 11,677.68 | 96.2% |
| 01022000 501114 TRAINING | 130,000 | 0 | 130,000 | 139,355.65 | .00 | -9,355.65 | 107.2%* |
| 01022000 501887 POLICE UNIFORM CLE | 16,500 | 0 | 16,500 | 15,357.88 | .00 | 1,142.12 | 93.1% |
| 01022000 501888 UNIFORM ALLOWANCE | 45,320 | 0 | 45,320 | 37,303.51 | 2,878.00 | 5,138.49 | 88.7% |
| 01022000 522203 SERVICES & FEES-AN | 15,000 | 12,000 | 27,000 | 24,704.95 | .00 | 2,295.05 | 91.5% |
| 01022000 534401 MATERIALS & SUPPLI | 14,832 | 0 | 14,832 | 12,875.27 | .00 | 1,956.73 | 86.8% |
| 01022000 534402 PROGRAM SUPPLIES | 41,200 | 0 | 41,200 | 31,857.39 | 2,962.63 | 6,379.98 | 84.5% |
| 01022000 534403 MATERIALS & SUPPLI | 5,800 | 0 | 5,800 | 4,438.42 | 1,188.18 | 173.40 | 97.0% |
| 01022000 545503 COMMUNICATIONS-PUB | 2,500 | 0 | 2,500 | 2,501.61 | .00 | -1.61 | 100.1%* |
| 01022000 556601 PROFESSIONAL DEV-S | 5,000 | 0 | 5,000 | 2,000.00 | .00 | 3,000.00 | 40.0% |
| 01022000 556602 PROFESSIONAL DEV-A | 1,500 | 0 | 1,500 | 1,435.00 | .00 | 65.00 | 95.7% |
| 01022000 556603 PROFESSIONAL DEV-I | 32,000 | 0 | 32,000 | 25,516.18 | .00 | 6,483.82 | 79.7% |
| 01022000 556604 PROFESSIONAL DEV-P | 500 | 0 | 500 | 278.93 | .00 | 221.07 | 55.8% |
| 01022000 567704 TRANSPORTATION-EXP | 14,200 | 0 | 14,200 | 11,246.11 | 992.00 | 1,961.89 | 86.2% |
| 01022000 578801 MNTNCE/REPAIR SERV | 124,537 | 0 | 124,537 | 97,901.02 | 93.68 | 26,542.30 | 78.7% |
| 01022000 578803 MNTNCE/REP-PROGRAM | 6,000 | 0 | 6,000 | 2,571.09 | 2,505.00 | 923.91 | 84.6% |
| 01022000 578804 MNTNCE/REP-REFUSE | 2,053 | 0 | 2,053 | 1,993.08 | .00 | 59.92 | 97.1% |
| 01022000 581888 CAPITAL OUTLAY | 248,471 | 0 | 248,471 | 236,696.93 | 5,479.00 | 6,295.07 | 97.5% |
| 01022000 589901 RENTALS-ANNUAL REN | 12,765 | 0 | 12,765 | 11,697.52 | .00 | 1,067.48 | 91.6% |
| 01022000 590011 UTILITIES-HEAT | 6,336 | 0 | 6,336 | 6,519.03 | .00 | -183.03 | 102.9%* |
| 01022000 590012 UTILITIES-ELECTRIC | 89,317 | 0 | 89,317 | 85,738.39 | .00 | 3,578.61 | 96.0% |
| 01022000 590013 UTILITIES-WATER | 2,820 | 0 | 2,820 | 1,986.34 | .00 | 833.66 | 70.4% |
| 01022000 590014 UTILITIES-TELEPHON | 17,751 | 0 | 17,751 | 16,098.23 | .00 | 1,652.77 | 90.7% |
| 01022000 590015 UTILITIES-TRAFFIC | 8,964 | 0 | 8,964 | 8,479.34 | .00 | 484.66 | 94.6% |
| TOTAL POLICE | 7,901,410 | 0 | 7,901,410 | 7,871,159.39 | 16,098.49 | 14,152.12 | 99.8% |



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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|-------------------|-----------------|---------------------|--------------|
| 01022400 ANIMAL CONTROL | | | | | | | |
| 01022400 501101 SALARIES-FT/PERMAN | 56,390 | 0 | 56,390 | 55,405.14 | .00 | 984.86 | 98.3% |
| 01022400 501102 SALARIES-PT/PERMAN | 28,827 | 0 | 28,827 | 26,596.58 | .00 | 2,230.42 | 92.3% |
| 01022400 501105 SALARIES-OVERTIME | 2,000 | 0 | 2,000 | 2,775.43 | .00 | -775.43 | 138.8%* |
| 01022400 501887 UNIFORM CLEANING | 400 | 0 | 400 | .00 | .00 | 400.00 | .0% |
| 01022400 501888 UNIFORM ALLOWANCE | 600 | 0 | 600 | 473.00 | 103.00 | 24.00 | 96.0% |
| 01022400 522202 SERVICES & FEES-PR | 6,500 | 0 | 6,500 | 4,545.26 | .00 | 1,954.74 | 69.9% |
| 01022400 522203 SERVICES & FEES-AN | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 01022400 534402 PROGRAM SUPPLIES | 4,000 | 0 | 4,000 | 3,617.29 | .00 | 382.71 | 90.4% |
| 01022400 545501 COMMUNICATIONS-LEG | 850 | 0 | 850 | 839.30 | .00 | 10.70 | 98.7% |
| 01022400 556603 PROFESSIONAL DEV-I | 650 | 0 | 650 | 675.00 | .00 | -25.00 | 103.8%* |
| 01022400 578801 MNTNCE/REPAIR SERV | 775 | 0 | 775 | 655.00 | 55.00 | 65.00 | 91.6% |
| 01022400 578802 MNTNCE/REP-EQUIPME | 2,760 | 0 | 2,760 | 564.86 | 1,089.00 | 1,106.14 | 59.9% |
| 01022400 578804 MNTNCE/REP-REFUSE | 850 | 0 | 850 | 664.32 | .00 | 185.68 | 78.2% |
| 01022400 590011 UTILITIES-HEAT | 2,393 | 0 | 2,393 | 2,662.13 | .00 | -269.13 | 111.2%* |
| 01022400 590012 UTILITIES-ELECTRICI | 6,414 | 0 | 6,414 | 6,244.99 | .00 | 169.01 | 97.4% |
| 01022400 590013 UTILITIES-WATER | 575 | 0 | 575 | 464.94 | .00 | 110.06 | 80.9% |
| 01022400 590014 UTILITIES-TELEPHON | 404 | 0 | 404 | 286.05 | .00 | 117.95 | 70.8% |
| TOTAL ANIMAL CONTROL | 114,688 | 0 | 114,688 | 106,469.29 | 1,247.00 | 6,971.71 | 93.9% |
| 01022500 CENTRAL EMRGNCY DISPATCH COMM | | | | | | | |
| 01022500 522201 SERVICES & FEES-CL | 180 | 0 | 180 | .00 | .00 | 180.00 | .0% |
| TOTAL CENTRAL EMRGNCY DISPATCH COMM | 180 | 0 | 180 | .00 | .00 | 180.00 | .0% |
| 01022600 EMERGENCY MEDICAL SERVICES | | | | | | | |
| 01022600 501101 SALARIES-FT/PERMAN | 136,923 | 0 | 136,923 | 138,006.01 | .00 | -1,083.01 | 100.8%* |
| 01022600 501102 SALARIES-PT/PERMAN | 363,650 | -360,170 | 3,480 | 2,541.52 | .00 | 938.48 | 73.0% |
| 01022600 501105 SALARIES-OVERTIME | 1,365 | 0 | 1,365 | 1,104.40 | .00 | 260.60 | 80.9% |
| 01022600 501888 UNIFORM ALLOWANCE | 4,000 | 0 | 4,000 | 2,905.40 | .00 | 1,094.60 | 72.6% |
| 01022600 522202 SERVICES & FEES-PR | 463,220 | 431,686 | 894,906 | 896,753.48 | .00 | -1,847.48 | 100.2%* |
| 01022600 522203 SERVICES & FEES-AN | 54,815 | 0 | 54,815 | 53,335.33 | .00 | 1,479.67 | 97.3% |
| 01022600 534401 MATERIALS & SUPPLI | 1,000 | 0 | 1,000 | 652.68 | .00 | 347.32 | 65.3% |
| 01022600 534402 PROGRAM SUPPLIES | 29,390 | 0 | 29,390 | 26,281.11 | 1,536.46 | 1,572.43 | 94.6% |





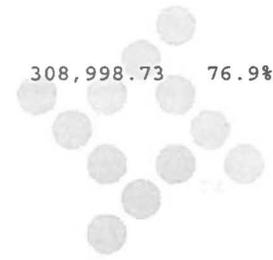
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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 11
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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|---------------------|-----------------|---------------------|---------------|
| 01022600 534403 MATERIALS & SUPPLI | 400 | 0 | 400 | 33.93 | .00 | 366.07 | 8.5% |
| 01022600 545503 COMMUNICATIONS-PUB | 1,500 | 0 | 1,500 | 1,165.93 | .00 | 334.07 | 77.7% |
| 01022600 556601 PROFESSIONAL DEV-S | 1,000 | 2,400 | 3,400 | 3,299.00 | .00 | 101.00 | 97.0% |
| 01022600 556603 PROFESSIONAL DEV-I | 8,710 | -2,400 | 6,310 | 5,090.00 | .00 | 1,220.00 | 80.7% |
| 01022600 567703 TRANSPORTATION-TRA | 500 | 0 | 500 | 226.41 | .00 | 273.59 | 45.3% |
| 01022600 578801 MNTNCE/REPAIR SERV | 981 | 0 | 981 | 678.24 | .00 | 302.76 | 69.1% |
| 01022600 578802 MNTNCE/REP-EQUIPME | 3,300 | 0 | 3,300 | 1,357.73 | 966.33 | 975.94 | 70.4% |
| 01022600 578804 MNTNCE/REP-REFUSE | 684 | 0 | 684 | 664.32 | .00 | 19.68 | 97.1% |
| 01022600 581888 CAPITAL OUTLAY | 57,120 | 0 | 57,120 | 57,054.66 | .00 | 65.34 | 99.9% |
| 01022600 589901 RENTALS-ANNUAL REN | 1,020 | 0 | 1,020 | 1,060.57 | .00 | -40.57 | 104.0%* |
| 01022600 590011 UTILITIES-HEAT | 6,723 | 0 | 6,723 | 4,994.57 | .00 | 1,728.43 | 74.3% |
| 01022600 590012 UTILITIES-ELECTRIC | 12,124 | 0 | 12,124 | 10,052.71 | .00 | 2,071.29 | 82.9% |
| 01022600 590013 UTILITIES-WATER | 962 | 0 | 962 | 450.83 | .00 | 511.17 | 46.9% |
| 01022600 590014 UTILITIES-TELEPHON | 2,423 | 0 | 2,423 | 13,767.93 | .00 | -11,344.93 | 568.2%* |
| TOTAL EMERGENCY MEDICAL SERVICES | 1,151,810 | 71,516 | 1,223,326 | 1,221,476.76 | 2,502.79 | -653.55 | 100.1% |
| 01022800 FIRE MARSHAL | | | | | | | |
| 01022800 501101 SALARIES-FT/PERMAN | 260,975 | 0 | 260,975 | 255,749.76 | .00 | 5,225.24 | 98.0% |
| 01022800 501105 SALARIES-OVERTIME | 12,000 | 0 | 12,000 | 13,253.44 | .00 | -1,253.44 | 110.4%* |
| 01022800 501122 CERTIFICATION STIP | 2,250 | 0 | 2,250 | .00 | .00 | 2,250.00 | .0% |
| 01022800 501887 UNIFORM CLEANING | 700 | 0 | 700 | .00 | .00 | 700.00 | .0% |
| 01022800 501888 UNIFORM ALLOWANCE | 3,000 | 0 | 3,000 | 2,270.75 | 725.60 | 3.65 | 99.9% |
| 01022800 522203 SERVICES & FEES-AN | 200 | 0 | 200 | 117.07 | .00 | 82.93 | 58.5% |
| 01022800 522205 PROGRAM EXPENSES | 350 | 0 | 350 | .00 | 331.60 | 18.40 | 94.7% |
| 01022800 534401 MATERIALS & SUPPLI | 600 | 0 | 600 | 369.44 | 184.98 | 45.58 | 92.4% |
| 01022800 534402 PROGRAM SUPPLIES | 800 | 0 | 800 | 595.37 | 155.48 | 49.15 | 93.9% |
| 01022800 556601 PROFESSIONAL DEV-S | 1,800 | 0 | 1,800 | 1,600.00 | .00 | 200.00 | 88.9% |
| 01022800 556602 PROFESSIONAL DEV-A | 1,700 | 0 | 1,700 | 1,529.00 | .00 | 171.00 | 89.9% |
| 01022800 556604 PROFESSIONAL DEV-P | 1,200 | 0 | 1,200 | 1,165.50 | .00 | 34.50 | 97.1% |
| 01022800 578802 MNTNCE/REP-EQUIPME | 4,500 | 0 | 4,500 | 2,632.18 | .00 | 1,867.82 | 58.5% |
| 01022800 581888 CAPITAL OUTLAY | 1,500 | 0 | 1,500 | 479.99 | 1,009.28 | 10.73 | 99.3% |
| 01022800 589901 RENTALS-ANNUAL REN | 7,700 | 0 | 7,700 | 7,508.16 | .00 | 191.84 | 97.5% |
| 01022800 590014 UTILITIES-TELEPHON | 3,061 | 0 | 3,061 | 2,028.20 | .00 | 1,032.80 | 66.3% |
| TOTAL FIRE MARSHAL | 302,336 | 0 | 302,336 | 289,298.86 | 2,406.94 | 10,630.20 | 96.5% |
| 01022824 FIRE MARSHAL-FIRE HYDRANTS | | | | | | | |
| 01022824 590016 UTILITIES-FIRE HYD | 1,336,535 | 0 | 1,336,535 | 1,027,536.27 | .00 | 308,998.73 | 76.9% |





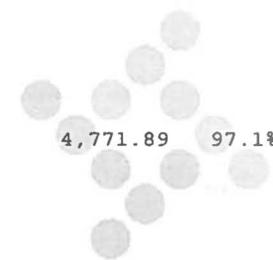
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TOWN OF TRUMBULL
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PG 12
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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| TOTAL FIRE MARSHAL-FIRE HYDRANTS | 1,336,535 | 0 | 1,336,535 | 1,027,536.27 | .00 | 308,998.73 | 76.9% |
| <u>01023200 BUILDING OFFICIAL</u> | | | | | | | |
| 01023200 501101 SALARIES-FT/PERMAN | 265,275 | 0 | 265,275 | 261,908.60 | .00 | 3,366.40 | 98.7% |
| 01023200 501102 SALARIES-PT/PERMAN | 29,048 | 0 | 29,048 | 28,919.11 | .00 | 128.89 | 99.6% |
| 01023200 501105 SALARIES-OVERTIME | 5,000 | 0 | 5,000 | 6,388.76 | .00 | -1,388.76 | 127.8%* |
| 01023200 501106 SALARIES-LONGEVITY | 425 | 0 | 425 | 500.00 | .00 | -75.00 | 117.6%* |
| 01023200 501888 UNIFORM ALLOWANCE | 450 | 0 | 450 | 445.00 | .00 | 5.00 | 98.9% |
| 01023200 522204 SERVICES & FEES-CO | 250 | 0 | 250 | .00 | .00 | 250.00 | .0% |
| 01023200 534401 MATERIALS & SUPPLI | 2,850 | 0 | 2,850 | 1,589.50 | 756.80 | 503.70 | 82.3% |
| 01023200 545501 COMMUNICATIONS-LEG | 75 | 0 | 75 | -88.80 | .00 | 163.80 | 118.4% |
| 01023200 556601 PROFESSIONAL DEV-S | 600 | 0 | 600 | 305.00 | .00 | 295.00 | 50.8% |
| 01023200 556602 PROFESSIONAL DEV-A | 452 | 0 | 452 | 452.00 | .00 | .00 | 100.0% |
| 01023200 556604 PROFESSIONAL DEV-P | 825 | 0 | 825 | 480.42 | 243.20 | 101.38 | 87.7% |
| 01023200 578801 MNTNCE/REPAIR SERV | 2,550 | 0 | 2,550 | 1,823.90 | 627.90 | 98.20 | 96.1% |
| 01023200 581888 CAPITAL OUTLAY | 4,553 | 0 | 4,553 | 4,526.00 | .00 | 27.00 | 99.4% |
| TOTAL BUILDING OFFICIAL | 312,353 | 0 | 312,353 | 307,249.49 | 1,627.90 | 3,475.61 | 98.9% |
| <u>01023400 EMERGENCY MANAGEMENT</u> | | | | | | | |
| 01023400 501102 SALARIES-PT/PERMAN | 38,055 | 0 | 38,055 | 43,001.17 | .00 | -4,946.17 | 113.0%* |
| 01023400 501105 SALARIES-OVERTIME | 22,735 | 0 | 22,735 | 22,357.66 | .00 | 377.34 | 98.3% |
| 01023400 501888 UNIFORM ALLOWANCE | 600 | 0 | 600 | 355.80 | .00 | 244.20 | 59.3% |
| 01023400 534402 PROGRAM SUPPLIES | 3,000 | 0 | 3,000 | 1,358.20 | 499.29 | 1,142.51 | 61.9% |
| 01023400 578801 MNTNCE/REPAIR SERV | 13,900 | 0 | 13,900 | 11,466.64 | .00 | 2,433.36 | 82.5% |
| 01023400 578802 MNTNCE/REP-EQUIPME | 1,625 | 0 | 1,625 | 1,090.24 | .00 | 534.76 | 67.1% |
| 01023400 581888 CAPITAL OUTLAY | 3,000 | 0 | 3,000 | 2,990.00 | .00 | 10.00 | 99.7% |
| 01023400 590014 UTILITIES-TELEPHON | 12,721 | 0 | 12,721 | 6,553.41 | .00 | 6,167.59 | 51.5% |
| TOTAL EMERGENCY MANAGEMENT | 95,636 | 0 | 95,636 | 89,173.12 | 499.29 | 5,963.59 | 93.8% |
| TOTAL PUBLIC SAFETY | 11,214,948 | 71,516 | 11,286,464 | 10,912,363.18 | 24,382.41 | 349,718.41 | 96.9% |
| <u>03 PUBLIC WORKS</u> | | | | | | | |
| <u>01030000 PUBLIC WORKS DIRECTOR</u> | | | | | | | |
| 01030000 501101 SALARIES-FT/PERMAN | 163,391 | 0 | 163,391 | 158,619.11 | .00 | 4,771.89 | 97.1% |





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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01030000 501105 SALARIES-OVERTIME | 500 | 0 | 500 | .00 | .00 | 500.00 | .0% |
| 01030000 556601 PROFESSIONAL DEV-S | 2,910 | -300 | 2,610 | 1,553.00 | .00 | 1,056.54 | 59.5% |
| 01030000 556602 PROFESSIONAL DEV-A | 291 | 0 | 291 | 180.50 | .00 | 110.50 | 62.0% |
| 01030000 567704 TRANSPORTATION-EXP | 243 | 300 | 543 | 542.96 | .00 | .00 | 100.0% |
| 01030000 590014 UTILITIES-TELEPHON | 933 | 0 | 933 | 858.55 | .00 | 74.45 | 92.0% |
| TOTAL PUBLIC WORKS DIRECTOR | 168,268 | 0 | 168,268 | 161,754.12 | .00 | 6,513.38 | 96.1% |
| 01030025 PUBLIC WORKS -STREET LIGHTS | | | | | | | |
| 01030025 590015 UTILITIES-STREET L | 409,204 | 0 | 409,204 | 360,590.71 | .00 | 48,613.29 | 88.1% |
| TOTAL PUBLIC WORKS -STREET LIGHTS | 409,204 | 0 | 409,204 | 360,590.71 | .00 | 48,613.29 | 88.1% |
| 01030100 PUBLIC WORKS - HIGHWAY | | | | | | | |
| 01030100 501101 SALARIES-FT/PERMAN | 1,781,684 | 0 | 1,781,684 | 1,641,587.25 | .00 | 140,096.75 | 92.1% |
| 01030100 501102 SALARIES-PT/PERMAN | 24,559 | 0 | 24,559 | 28,355.36 | .00 | -3,796.36 | 115.5%* |
| 01030100 501103 SALARIES-SEASONAL/ | 7,500 | 0 | 7,500 | 6,492.00 | .00 | 1,008.00 | 86.6% |
| 01030100 501105 SALARIES-OVERTIME | 42,500 | 0 | 42,500 | 46,938.25 | .00 | -4,438.25 | 110.4%* |
| 01030100 501106 SALARIES-LONGEVITY | 1,000 | 0 | 1,000 | 3,325.00 | .00 | -2,325.00 | 332.5%* |
| 01030100 501888 UNIFORM ALLOWANCE | 20,191 | 0 | 20,191 | 18,666.72 | .00 | 1,523.83 | 92.5% |
| 01030100 522203 SERVICES & FEES-AN | 35,890 | 0 | 35,890 | 35,525.96 | .00 | 364.04 | 99.0% |
| 01030100 534401 MATERIALS & SUPPLI | 2,425 | 0 | 2,425 | 2,424.88 | .00 | .12 | 100.0% |
| 01030100 534402 PROGRAM SUPPLIES | 155,200 | 0 | 155,200 | 147,486.29 | 1,769.99 | 5,943.72 | 96.2% |
| 01030100 534403 MATERIALS & SUPPLI | 388 | 0 | 388 | 386.46 | .00 | 1.54 | 99.6% |
| 01030100 545503 COMMUNICATIONS-PUB | 7,469 | 0 | 7,469 | 7,766.02 | .00 | -297.02 | 104.0%* |
| 01030100 556601 PROFESSIONAL DEV-S | 5,820 | 0 | 5,820 | 2,050.00 | 975.00 | 2,795.00 | 52.0% |
| 01030100 567702 TRANSPORTATION-VEH | 0 | 0 | 0 | -36.00 | .00 | 36.00 | 100.0% |
| 01030100 578801 MNTNCE/REPAIR SERV | 3,510 | 0 | 3,510 | 1,407.03 | .00 | 2,102.97 | 40.1% |
| 01030100 578803 MNTNCE/REP-PROGRAM | 21,340 | 0 | 21,340 | 4,872.00 | 16,400.00 | 68.00 | 99.7% |
| 01030100 578804 MNTNCE/REP-REFUSE | 6,156 | 0 | 6,156 | 5,976.60 | .00 | 179.40 | 97.1% |
| 01030100 581888 CAPITAL OUTLAY | 112,222 | 0 | 112,222 | 102,755.50 | 9,963.40 | -496.90 | 100.4%* |
| 01030100 589901 RENTALS-ANNUAL REN | 45,980 | 0 | 45,980 | 45,980.20 | .00 | -.20 | 100.0%* |
| 01030100 589902 RENTALS-OCCASIONAL | 14,550 | 0 | 14,550 | 1,076.66 | 9,000.00 | 4,473.34 | 69.3% |
| 01030100 590011 UTILITIES-HEAT | 31,891 | 0 | 31,891 | 32,196.49 | .00 | -305.49 | 101.0%* |
| 01030100 590012 UTILITIES-ELECTRIC | 79,416 | 0 | 79,416 | 90,144.77 | .00 | -10,728.77 | 113.5%* |
| 01030100 590013 UTILITIES-WATER | 5,334 | 0 | 5,334 | 4,651.61 | .00 | 682.39 | 87.2% |
| 01030100 590014 UTILITIES-TELEPHON | 14,523 | 0 | 14,523 | 12,657.75 | .00 | 1,865.25 | 87.2% |
| TOTAL PUBLIC WORKS - HIGHWAY | 2,419,548 | 0 | 2,419,548 | 2,242,686.80 | 38,108.39 | 138,752.36 | 94.3% |



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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|--|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| <u>01030101 HW-SNOW REMOVAL</u> | | | | | | | |
| 01030101 501105 SALARIES-OVERTIME | 165,000 | 87,000 | 252,000 | 252,236.56 | .00 | -236.56 | 100.1%* |
| 01030101 522203 SERVICES & FEES-AN | 0 | 44,000 | 44,000 | 35,120.00 | .00 | 8,880.00 | 79.8% |
| 01030101 534402 PROGRAM SUPPLIES | 324,950 | 73,000 | 397,950 | 400,952.95 | 2,850.13 | -5,853.08 | 101.5%* |
| TOTAL HW-SNOW REMOVAL | 489,950 | 204,000 | 693,950 | 688,309.51 | 2,850.13 | 2,790.36 | 99.6% |
| <u>01030105 HW-CONSTRUCTION</u> | | | | | | | |
| 01030105 522205 PROGRAM EXPENSES | 100,000 | 0 | 100,000 | 55,314.48 | 40,066.50 | 4,619.02 | 95.4% |
| TOTAL HW-CONSTRUCTION | 100,000 | 0 | 100,000 | 55,314.48 | 40,066.50 | 4,619.02 | 95.4% |
| <u>01030200 PUBLIC WORKS - BLD MAINTENANCE</u> | | | | | | | |
| 01030200 501101 SALARIES-FT/PERMAN | 464,929 | 0 | 464,929 | 447,880.80 | .00 | 17,048.20 | 96.3% |
| 01030200 501102 SALARIES-PT/PERMAN | 14,034 | 0 | 14,034 | 12,331.17 | .00 | 1,702.83 | 87.9% |
| 01030200 501105 SALARIES-OVERTIME | 2,600 | 0 | 2,600 | 13,230.18 | .00 | -10,630.18 | 508.9%* |
| 01030200 501106 SALARIES-LONGEVITY | 425 | 0 | 425 | 425.00 | .00 | .00 | 100.0% |
| 01030200 501888 UNIFORM ALLOWANCE | 1,225 | 0 | 1,225 | 1,281.66 | .00 | -56.66 | 104.6%* |
| 01030200 522203 SERVICES & FEES-AN | 92,150 | 0 | 92,150 | 81,312.88 | 7,392.20 | 3,444.92 | 96.3% |
| 01030200 522204 SERVICES & FEES-CO | 5,270 | 0 | 5,270 | 5,086.05 | .00 | 183.95 | 96.5% |
| 01030200 534402 PROGRAM SUPPLIES | 4,850 | 0 | 4,850 | 4,742.37 | .00 | 107.63 | 97.8% |
| 01030200 567702 TRANSPORTATION-VEH | 0 | 0 | 0 | 13.34 | .00 | -13.34 | 100.0%* |
| 01030200 578802 MNTNCE/REP-EQUIPME | 181,000 | 0 | 181,000 | 154,063.12 | 20,617.13 | 6,319.75 | 96.5% |
| 01030200 589902 RENTALS-OCCASIONAL | 1,164 | 0 | 1,164 | .00 | .00 | 1,164.00 | .0% |
| 01030200 590017 SEWER FEES | 140,000 | 0 | 140,000 | 150,330.36 | .00 | -10,330.36 | 107.4%* |
| TOTAL PUBLIC WORKS - BLD MAINTENANCE | 907,647 | 0 | 907,647 | 870,696.93 | 28,009.33 | 8,940.74 | 99.0% |
| <u>01030300 FLEET MAINTENANCE</u> | | | | | | | |
| 01030300 501101 SALARIES-FT/PERMAN | 509,775 | 0 | 509,775 | 482,366.24 | .00 | 27,408.76 | 94.6% |
| 01030300 501105 SALARIES-OVERTIME | 10,200 | 0 | 10,200 | 7,647.30 | .00 | 2,552.70 | 75.0% |
| 01030300 501106 SALARIES-LONGEVITY | 500 | 0 | 500 | 500.00 | .00 | .00 | 100.0% |





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|------------------------------------|--------------------|----------------------|-------------------|---------------------|-------------------|---------------------|---------------|
| 01030300 501888 UNIFORM ALLOWANCE | 5,408 | 0 | 5,408 | 4,319.53 | .00 | 1,088.22 | 79.9% |
| 01030300 567701 TRANSPORTATION-GAS | 381,124 | 0 | 381,124 | 485,742.79 | .00 | -104,618.79 | 127.5%* |
| 01030300 567702 TRANSPORTATION-VEH | 331,313 | 0 | 331,313 | 306,347.31 | 8,022.69 | 16,943.20 | 94.9% |
| 01030300 578801 MNTNCE/REPAIR SERV | 2,450 | 0 | 2,450 | 2,200.00 | .00 | 250.00 | 89.8% |
| TOTAL FLEET MAINTENANCE | 1,240,770 | 0 | 1,240,770 | 1,289,123.17 | 8,022.69 | -56,375.91 | 104.5% |
| 01030400 RECYCLING CENTER | | | | | | | |
| 01030400 501101 SALARIES-FT/PERMAN | 118,552 | 0 | 118,552 | 114,403.91 | .00 | 4,148.09 | 96.5% |
| 01030400 501105 SALARIES-OVERTIME | 19,100 | 0 | 19,100 | 21,554.14 | .00 | -2,454.14 | 112.8%* |
| 01030400 501106 SALARIES-LONGEVITY | 0 | 0 | 0 | 1,000.00 | .00 | -1,000.00 | 100.0%* |
| 01030400 501888 UNIFORM ALLOWANCE | 500 | 0 | 500 | 358.98 | .00 | 141.02 | 71.8% |
| 01030400 522204 SERVICES & FEES-CO | 1,884,582 | 0 | 1,884,582 | 1,831,392.96 | .00 | 53,189.04 | 97.2% |
| 01030400 522207 SPECIAL CONTRACTUA | 67,300 | 0 | 67,300 | 39,084.68 | 20,798.91 | 7,416.41 | 89.0% |
| 01030400 534402 PROGRAM SUPPLIES | 11,510 | 0 | 11,510 | 3,259.93 | .00 | 8,250.07 | 28.3% |
| 01030400 578801 MNTNCE/REPAIR SERV | 1,298 | 0 | 1,298 | 1,336.94 | .00 | -38.94 | 103.0%* |
| 01030400 581886 HAZARDOUS WASTE DA | 15,000 | 0 | 15,000 | 9,629.50 | 5,300.00 | 70.50 | 99.5% |
| 01030400 589901 RENTALS-ANNUAL REN | 30,597 | 0 | 30,597 | .00 | .00 | 30,597.00 | .0% |
| TOTAL RECYCLING CENTER | 2,148,439 | 0 | 2,148,439 | 2,022,021.04 | 26,098.91 | 100,319.05 | 95.3% |
| 01030500 TOWN ENGINEER | | | | | | | |
| 01030500 501101 SALARIES-FT/PERMAN | 470,305 | 0 | 470,305 | 462,186.15 | .00 | 8,118.85 | 98.3% |
| 01030500 501105 SALARIES-OVERTIME | 10,000 | 0 | 10,000 | 9,394.46 | .00 | 605.54 | 93.9% |
| 01030500 501106 SALARIES-LONGEVITY | 850 | 0 | 850 | 850.00 | .00 | .00 | 100.0% |
| 01030500 501888 UNIFORM ALLOWANCE | 840 | 0 | 840 | 722.26 | .00 | 117.74 | 86.0% |
| 01030500 522202 SERVICES & FEES-PR | 5,000 | 0 | 5,000 | 1,387.26 | 3,612.74 | .00 | 100.0% |
| 01030500 522203 SERVICES & FEES-AN | 4,000 | 0 | 4,000 | 4,000.00 | .00 | .00 | 100.0% |
| 01030500 522204 SERVICES & FEES-CO | 11,600 | 0 | 11,600 | 9,778.82 | 1,800.00 | 21.18 | 99.8% |
| 01030500 534401 MATERIALS & SUPPLI | 2,800 | 0 | 2,800 | 2,530.61 | 265.62 | 3.77 | 99.9% |
| 01030500 534402 PROGRAM SUPPLIES | 2,500 | 0 | 2,500 | 1,330.35 | 1,158.30 | 11.35 | 99.5% |
| 01030500 545501 COMMUNICATIONS-LEG | 280 | 0 | 280 | 493.27 | .00 | -213.27 | 176.2%* |
| 01030500 556602 PROFESSIONAL DEV-A | 1,355 | 0 | 1,355 | 1,335.00 | .00 | 20.00 | 98.5% |
| 01030500 578802 MNTNCE/REP-EQUIPME | 1,800 | 0 | 1,800 | 852.50 | 499.00 | 448.50 | 75.1% |
| TOTAL TOWN ENGINEER | 511,330 | 0 | 511,330 | 494,860.68 | 7,335.66 | 9,133.66 | 98.2% |
| TOTAL PUBLIC WORKS | 8,395,155 | 204,000 | 8,599,155 | 8,185,357.44 | 150,491.61 | 263,305.95 | 96.9% |

04 PUBLIC HEALTH





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 16
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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| <u>01040000 HEALTH DISTRICT</u> | | | | | | | |
| 01040000 522205 PROGRAM EXPENSES | 303,895 | 0 | 303,895 | 295,737.00 | .00 | 8,158.00 | 97.3% |
| TOTAL HEALTH DISTRICT | 303,895 | 0 | 303,895 | 295,737.00 | .00 | 8,158.00 | 97.3% |
| <u>01040200 VITAL STATISTICS</u> | | | | | | | |
| 01040200 522205 PROGRAM EXPENSES | 500 | 0 | 500 | 396.00 | .00 | 104.00 | 79.2% |
| 01040200 578803 MNTNCE/REP-PROGRAM | 500 | 0 | 500 | 327.00 | .00 | 173.00 | 65.4% |
| TOTAL VITAL STATISTICS | 1,000 | 0 | 1,000 | 723.00 | .00 | 277.00 | 72.3% |
| <u>01040400 NURSING - SENIORS</u> | | | | | | | |
| 01040400 501102 SALARIES-PT/PERMAN | 33,201 | 0 | 33,201 | 29,513.95 | .00 | 3,687.05 | 88.9% |
| 01040400 501106 SALARIES-LONGEVITY | 200 | 0 | 200 | .00 | .00 | 200.00 | .0% |
| 01040400 534402 PROGRAM SUPPLIES | 250 | 0 | 250 | 182.95 | .00 | 67.05 | 73.2% |
| 01040400 556602 PROFESSIONAL DEV-A | 25 | 0 | 25 | 25.00 | .00 | .00 | 100.0% |
| 01040400 567703 TRANSPORTATION-TRA | 100 | 0 | 100 | 98.56 | .00 | 1.44 | 98.6% |
| TOTAL NURSING - SENIORS | 33,776 | 0 | 33,776 | 29,820.46 | .00 | 3,955.54 | 88.3% |
| <u>01060400 NON PUBLIC SCHOOL</u> | | | | | | | |
| 01060400 501101 SALARIES-FT/PERMAN | 231,901 | 0 | 231,901 | 230,565.96 | .00 | 1,335.04 | 99.4% |
| 01060400 501102 SALARIES-PT/PERMAN | 21,390 | 0 | 21,390 | 16,835.67 | .00 | 4,554.33 | 78.7% |
| 01060400 501104 SALARIES-VACATION | 2,625 | 0 | 2,625 | 2,060.38 | .00 | 564.62 | 78.5% |
| 01060400 501106 SALARIES-LONGEVITY | 850 | 0 | 850 | 850.00 | .00 | .00 | 100.0% |
| 01060400 534402 PROGRAM SUPPLIES | 900 | 0 | 900 | 882.39 | .00 | 17.61 | 98.0% |
| 01060400 556601 PROFESSIONAL DEV-S | 60 | 0 | 60 | .00 | .00 | 60.00 | .0% |
| 01060400 567703 TRANSPORTATION-TRA | 100 | 0 | 100 | 85.79 | .00 | 14.21 | 85.8% |
| TOTAL NON PUBLIC SCHOOL | 257,826 | 0 | 257,826 | 251,280.19 | .00 | 6,545.81 | 97.5% |
| TOTAL PUBLIC HEALTH | 596,497 | 0 | 596,497 | 577,560.65 | .00 | 18,936.35 | 96.8% |
| <u>05 SOCIAL SERVICES</u> | | | | | | | |
| <u>01050000 SOCIAL SERVICES</u> | | | | | | | |





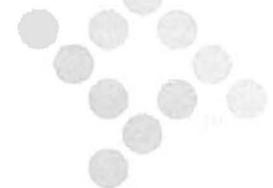
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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 17
glytdbud

FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01050000 501101 SALARIES-FT/PERMAN | 90,865 | 0 | 90,865 | 91,806.27 | .00 | -941.27 | 101.0%* |
| 01050000 501102 SALARIES-PT/PERMAN | 16,042 | 0 | 16,042 | 16,065.73 | .00 | -23.73 | 100.1%* |
| 01050000 501106 SALARIES-LONGEVITY | 412 | 0 | 412 | 450.00 | .00 | -38.00 | 109.2%* |
| 01050000 522205 PROGRAM EXPENSES | 0 | 0 | 0 | 56.44 | .00 | -56.44 | 100.0%* |
| 01050000 534401 MATERIALS & SUPPLI | 800 | 0 | 800 | 516.62 | .00 | 283.38 | 64.6% |
| 01050000 556601 PROFESSIONAL DEV-S | 150 | 0 | 150 | 60.00 | .00 | 90.00 | 40.0% |
| 01050000 578801 MNTNCE/REPAIR SERV | 800 | 0 | 800 | 104.65 | .00 | 695.35 | 13.1% |
| 01050000 578802 MNTNCE/REP-EQUIPME | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 01050000 589901 RENTALS-ANNUAL REN | 410 | 0 | 410 | .00 | .00 | 410.00 | .0% |
| 01050000 590014 UTILITIES-TELEPHON | 2,299 | 0 | 2,299 | 1,714.16 | .00 | 584.84 | 74.6% |
| TOTAL SOCIAL SERVICES | 111,878 | 0 | 111,878 | 110,773.87 | .00 | 1,104.13 | 99.0% |
| 01050200 MARY SHERLACH COUNSELING CTR | | | | | | | |
| 01050200 501101 SALARIES-FT/PERMAN | 208,649 | 0 | 208,649 | 172,021.89 | .00 | 36,627.11 | 82.4% |
| 01050200 501105 SALARIES-OVERTIME | 684 | 0 | 684 | .00 | .00 | 684.00 | .0% |
| 01050200 501106 SALARIES-LONGEVITY | 1,275 | 0 | 1,275 | 850.00 | .00 | 425.00 | 66.7% |
| 01050200 522202 SERVICES & FEES-PR | 3,000 | 0 | 3,000 | 2,375.00 | .00 | 625.00 | 79.2% |
| 01050200 534401 MATERIALS & SUPPLI | 1,138 | 0 | 1,138 | 1,247.81 | .00 | -109.81 | 109.6%* |
| 01050200 534402 PROGRAM SUPPLIES | 750 | 0 | 750 | 148.67 | .00 | 601.33 | 19.8% |
| 01050200 545503 COMMUNICATIONS-PUB | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 01050200 556602 PROFESSIONAL DEV-A | 958 | 0 | 958 | 976.00 | .00 | -18.00 | 101.9%* |
| 01050200 567703 TRANSPORTATION-TRA | 1,000 | 0 | 1,000 | 1,109.64 | .00 | -109.64 | 111.0%* |
| 01050200 578801 MNTNCE/REPAIR SERV | 2,410 | 0 | 2,410 | 516.70 | .00 | 1,893.30 | 21.4% |
| 01050200 590011 UTILITIES-HEAT | 2,199 | 0 | 2,199 | 2,363.03 | .00 | -164.03 | 107.5%* |
| 01050200 590012 UTILITES-ELECTRICI | 2,290 | 0 | 2,290 | 1,955.32 | .00 | 334.68 | 85.4% |
| 01050200 590013 UTILITIES-WATER | 199 | 0 | 199 | 161.56 | .00 | 37.44 | 81.2% |
| 01050200 590014 UTILITIES-TELEPHON | 2,017 | 0 | 2,017 | 1,845.03 | .00 | 171.97 | 91.5% |
| TOTAL MARY SHERLACH COUNSELING CTR | 226,869 | 0 | 226,869 | 185,570.65 | .00 | 41,298.35 | 81.8% |
| 01050400 YOUTH COMMISSION | | | | | | | |
| 01050400 501102 SALARIES-PT/PERMAN | 48,264 | 0 | 48,264 | 47,586.29 | .00 | 677.71 | 98.6% |
| 01050400 522205 PROGRAM EXPENSES | 6,000 | 0 | 6,000 | 5,900.00 | .00 | 100.00 | 98.3% |
| 01050400 534402 PROGRAM SUPPLIES | 1,541 | 0 | 1,541 | 850.76 | .00 | 690.24 | 55.2% |
| 01050400 545503 COMMUNICATIONS-PUB | 685 | 0 | 685 | 750.00 | .00 | -65.00 | 109.5%* |





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2014 13

| | ORIGINAL APPROF | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 01050400 567703 TRANSPORTATION-TRA | 300 | 0 | 300 | 383.52 | .00 | -83.52 | 127.8%* |
| TOTAL YOUTH COMMISSION | 56,790 | 0 | 56,790 | 55,470.57 | .00 | 1,319.43 | 97.7% |
| 01050600 SENIOR CITIZENS' SERVICES | | | | | | | |
| 01050600 501101 SALARIES-FT/PERMAN | 31,524 | 0 | 31,524 | 35,152.71 | .00 | -3,628.71 | 111.5%* |
| 01050600 501102 SALARIES-PT/PERMAN | 79,714 | 0 | 79,714 | 79,091.88 | .00 | 622.12 | 99.2% |
| 01050600 501106 SALARIES-LONGEVITY | 213 | 0 | 213 | 250.00 | .00 | -37.00 | 117.4%* |
| 01050600 522201 SERVICES & FEES-CL | 600 | 0 | 600 | 480.00 | .00 | 120.00 | 80.0% |
| 01050600 522205 PROGRAM EXPENSES | 48,910 | -3,421 | 45,489 | 38,756.73 | 161.80 | 6,570.47 | 85.6% |
| 01050600 534401 MATERIALS & SUPPLI | 1,423 | 0 | 1,423 | 830.01 | .00 | 592.99 | 58.3% |
| 01050600 534403 MATERIALS & SUPPLI | 1,226 | 0 | 1,226 | .00 | .00 | 1,226.00 | .0% |
| 01050600 545502 COMMUNICATIONS-PUB | 400 | 0 | 400 | 183.28 | .00 | 216.72 | 45.8% |
| 01050600 567703 TRANSPORTATION-TRA | 300 | 0 | 300 | 17.92 | .00 | 282.08 | 6.0% |
| 01050600 578801 MNTNCE/REPAIR SERV | 10,199 | 0 | 10,199 | 4,459.29 | 55.00 | 5,684.71 | 44.3% |
| 01050600 578802 MNTNCE/REP-EQUIPME | 4,000 | 0 | 4,000 | 60.98 | .00 | 3,939.02 | 1.5% |
| 01050600 578804 MNTNCE/REP-REFUSE | 1,368 | 0 | 1,368 | 1,328.52 | .00 | 39.48 | 97.1% |
| 01050600 581888 CAPITAL OUTLAY | 8,909 | 3,421 | 12,330 | 12,328.90 | .00 | 1.10 | 100.0% |
| 01050600 590011 UTILITIES-HEAT | 9,667 | 0 | 9,667 | 9,320.67 | .00 | 346.33 | 96.4% |
| 01050600 590012 UTILITIES-ELECTRIC | 14,735 | 0 | 14,735 | 21,054.59 | .00 | -6,319.59 | 142.9%* |
| 01050600 590013 UTILITIES-WATER | 1,416 | 0 | 1,416 | 1,162.87 | .00 | 253.13 | 82.1% |
| 01050600 590014 UTILITIES-TELEPHON | 4,003 | 0 | 4,003 | 3,196.55 | .00 | 806.45 | 79.9% |
| TOTAL SENIOR CITIZENS' SERVICES | 218,607 | 0 | 218,607 | 207,674.90 | 216.80 | 10,715.30 | 95.1% |
| TOTAL SOCIAL SERVICES | 614,144 | 0 | 614,144 | 559,489.99 | 216.80 | 54,437.21 | 91.1% |
| 06 EDUCATION | | | | | | | |
| 01060000 EDUCATION | | | | | | | |
| 01060000 511152 FRINGE BENEFITS-WO | 0 | 0 | 0 | 42,239.95 | .00 | -42,239.95 | 100.0%* |
| 01060000 522204 SERVICES & FEES-CO | 185,000 | 0 | 185,000 | 137,783.03 | .00 | 47,216.97 | 74.5% |
| 01060000 522205 BOE - PROGRAM EXPE | 92,962,381 | 0 | 92,962,381 | 79,691,904.84 | .00 | 13,270,476.16 | 85.7% |
| 01060000 567703 TRANSPORTATION-TRA | 888,000 | 0 | 888,000 | 849,038.16 | .00 | 38,961.84 | 95.6% |
| 01060000 589901 RENTALS-ANNUAL REN | 240,500 | 0 | 240,500 | 218,400.46 | .00 | 22,099.54 | 90.8% |
| 01060000 595888 INTEREST ON G/OBLI | 2,381,728 | 0 | 2,381,728 | 2,192,438.77 | .00 | 189,289.23 | 92.1% |
| 01060000 596888 INTEREST ON SHORT | 6,110 | 0 | 6,110 | .00 | .00 | 6,110.00 | .0% |





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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

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glytdbud

FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|---|--------------------|----------------------|-------------------|---------------|--------------|---------------------|-------------|
| 01060000 597888 PRINCIPAL-G/OBLIG | 5,551,500 | 0 | 5,551,500 | 5,551,500.00 | .00 | .00 | 100.0% |
| TOTAL EDUCATION | 102,215,219 | 0 | 102,215,219 | 88,683,305.21 | .00 | 13,531,913.79 | 86.8% |
| 01060200 SCHOOL NURSES | | | | | | | |
| 01060200 501101 SALARIES-FT/PERMAN | 785,744 | 7,083 | 792,827 | 775,555.80 | .00 | 17,271.20 | 97.8% |
| 01060200 501102 SALARIES-PT/PERMAN | 42,780 | -5,511 | 37,269 | 32,618.21 | .00 | 4,650.79 | 87.5% |
| 01060200 501104 SALARIES-VACATION | 8,062 | 0 | 8,062 | 8,004.75 | .00 | 57.25 | 99.3% |
| 01060200 501106 SALARIES-LONGEVITY | 625 | 0 | 625 | 850.00 | .00 | -225.00 | 136.0%* |
| 01060200 534401 MATERIALS & SUPPLI | 722 | 0 | 722 | 752.96 | .00 | -30.96 | 104.3%* |
| 01060200 534402 PROGRAM SUPPLIES | 2,058 | 0 | 2,058 | 1,862.52 | .00 | 195.48 | 90.5% |
| 01060200 545504 COMMUNICATIONS-POS | 120 | 0 | 120 | 117.11 | .00 | 2.89 | 97.6% |
| 01060200 556601 PROFESSIONAL DEV-S | 220 | 0 | 220 | 220.00 | .00 | .00 | 100.0% |
| 01060200 556602 PROFESSIONAL DEV-A | 240 | 0 | 240 | 206.00 | .00 | 34.00 | 85.8% |
| 01060200 567703 TRANSPORTATION-TRA | 820 | 0 | 820 | 776.78 | .00 | 43.22 | 94.7% |
| 01060200 578801 MNTNCE/REPAIR SERV | 1,397 | 0 | 1,397 | 1,249.34 | .00 | 147.66 | 89.4% |
| TOTAL SCHOOL NURSES | 842,788 | 1,572 | 844,360 | 822,213.47 | .00 | 22,146.53 | 97.4% |
| 01060600 TRUMBULL COMM TV / BUS ED INIT | | | | | | | |
| 01060600 522202 SERVICES & FEES-PR | 20,000 | 0 | 20,000 | 11,925.30 | .00 | 8,074.70 | 59.6% |
| 01060600 522204 SERVICES & FEES-CO | 8,000 | 0 | 8,000 | 6,431.25 | .00 | 1,568.75 | 80.4% |
| 01060600 522205 PROGRAM EXPENSES | 30,000 | 0 | 30,000 | 27,906.25 | .00 | 2,093.75 | 93.0% |
| 01060600 534401 MATERIALS & SUPPLI | 450 | 0 | 450 | 72.66 | .00 | 377.34 | 16.1% |
| 01060600 534402 PROGRAM SUPPLIES | 300 | 0 | 300 | 164.15 | .00 | 135.85 | 54.7% |
| 01060600 545502 COMMUNICATIONS-PUB | 300 | 0 | 300 | .00 | .00 | 300.00 | .0% |
| 01060600 567703 TRANSPORTATION-TRA | 100 | 0 | 100 | .00 | .00 | 100.00 | .0% |
| 01060600 590011 UTILITIES-HEAT | 2,820 | 0 | 2,820 | 2,740.66 | .00 | 79.34 | 97.2% |
| 01060600 590012 UTILITIES-ELECTRIC | 2,631 | 0 | 2,631 | 2,450.31 | .00 | 180.69 | 93.1% |
| 01060600 590014 UTILITIES-TELEPHON | 404 | 0 | 404 | 286.05 | .00 | 117.95 | 70.8% |
| TOTAL TRUMBULL COMM TV / BUS ED INIT | 65,005 | 0 | 65,005 | 51,976.63 | .00 | 13,028.37 | 80.0% |
| TOTAL EDUCATION | 103,123,012 | 1,572 | 103,124,584 | 89,557,495.31 | .00 | 13,567,088.69 | 86.8% |
| 07 LIBRARIES | | | | | | | |
| 01070000 LIBRARIES | | | | | | | |
| 01070000 501101 SALARIES-FT/PERMAN | 834,496 | 0 | 834,496 | 784,325.55 | .00 | 50,170.45 | 94.0% |



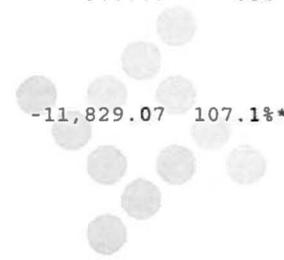
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TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 20
glytdbud

FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|--------------|--------------|---------------------|-------------|
| 01070000 501102 SALARIES-PT/PERMAN | 317,523 | -1,257 | 316,266 | 300,605.13 | .00 | 15,660.87 | 95.0% |
| 01070000 501105 SALARIES-OVERTIME | 21,935 | 1,257 | 23,192 | 23,182.50 | .00 | 9.50 | 100.0% |
| 01070000 501106 SALARIES-LONGEVITY | 1,275 | 0 | 1,275 | 1,675.00 | .00 | -400.00 | 131.4%* |
| 01070000 522201 SERVICES & FEES-CL | 720 | 0 | 720 | 600.00 | .00 | 120.00 | 83.3%* |
| 01070000 522205 PROGRAM EXPENSES | 11,600 | 0 | 11,600 | 11,623.38 | .00 | -23.38 | 100.2%* |
| 01070000 534401 MATERIALS & SUPPLI | 24,000 | 0 | 24,000 | 23,688.08 | 305.98 | 5.94 | 100.0% |
| 01070000 534402 PROGRAM SUPPLIES | 172,000 | 0 | 172,000 | 171,999.82 | .00 | .18 | 100.0% |
| 01070000 545504 COMMUNICATIONS-POS | 250 | 0 | 250 | 244.60 | .00 | 5.40 | 97.8% |
| 01070000 578801 MNTNCE/REPAIR SERV | 5,570 | 0 | 5,570 | 5,197.59 | 55.00 | 317.41 | 94.3% |
| 01070000 578802 MNTNCE/REP-EQUIPME | 27,518 | 0 | 27,518 | 27,184.77 | 310.64 | 22.59 | 99.9% |
| 01070000 578803 MNTNCE/REP-PROGRAM | 4,000 | 0 | 4,000 | 3,453.22 | 191.96 | 354.82 | 91.1% |
| 01070000 578804 MNTNCE/REP-REFUSE | 2,479 | 0 | 2,479 | 2,406.84 | .00 | 72.16 | 97.1% |
| 01070000 581888 CAPITAL OUTLAY | 11,835 | 0 | 11,835 | 11,302.28 | 537.36 | -4.64 | 100.0%* |
| 01070000 589901 RENTALS-ANNUAL REN | 25,191 | 0 | 25,191 | 24,047.92 | 728.90 | 414.18 | 98.4% |
| 01070000 590011 UTILITIES-HEAT | 18,438 | 0 | 18,438 | 17,480.97 | .00 | 957.03 | 94.8% |
| 01070000 590012 UTILITIES-ELECTRIC | 73,095 | 0 | 73,095 | 58,441.51 | .00 | 14,653.49 | 80.0% |
| 01070000 590013 UTILITIES-WATER | 1,850 | 0 | 1,850 | 1,370.49 | .00 | 479.51 | 74.1% |
| 01070000 590014 UTILITIES-TELEPHON | 9,565 | 0 | 9,565 | 6,863.22 | .00 | 2,701.78 | 71.8% |
| TOTAL LIBRARIES | 1,563,340 | 0 | 1,563,340 | 1,475,692.87 | 2,129.84 | 85,517.29 | 94.5% |
| TOTAL LIBRARIES | 1,563,340 | 0 | 1,563,340 | 1,475,692.87 | 2,129.84 | 85,517.29 | 94.5% |
| 08 RECREATION AND PARKS | | | | | | | |
| 01080000 PUBLIC EVENTS | | | | | | | |
| 01080000 522205 PROGRAM EXPENSES | 20,000 | 0 | 20,000 | 19,941.49 | .00 | 58.51 | 99.7% |
| TOTAL PUBLIC EVENTS | 20,000 | 0 | 20,000 | 19,941.49 | .00 | 58.51 | 99.7% |
| 01080300 TRUMBULL DAY COMMISSION | | | | | | | |
| 01080300 522201 SERVICES & FEES-CL | 360 | 0 | 360 | .00 | .00 | 360.00 | .0% |
| TOTAL TRUMBULL DAY COMMISSION | 360 | 0 | 360 | .00 | .00 | 360.00 | .0% |
| 01080400 RECREATION | | | | | | | |
| 01080400 501101 SALARIES-FT/PERMAN | 167,238 | 0 | 167,238 | 179,067.07 | .00 | -11,829.07 | 107.1%* |





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TOWN OF TRUMBULL
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| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|---------------------|------------------|---------------------|---------------|
| 01080400 501102 SALARIES-PT/PERMAN | 26,373 | 0 | 26,373 | 24,713.44 | .00 | 1,659.56 | 93.7% |
| 01080400 501105 SALARIES-OVERTIME | 4,200 | 0 | 4,200 | 3,886.39 | .00 | 313.61 | 92.5% |
| 01080400 501106 SALARIES-LONGEVITY | 850 | 0 | 850 | 925.00 | .00 | -75.00 | 108.8%* |
| 01080400 522205 PROGRAM EXPENSES | 277,500 | 0 | 277,500 | 308,975.63 | .00 | -31,475.63 | 111.3%* |
| 01080400 534402 PROGRAM SUPPLIES | 11,200 | 0 | 11,200 | 5,091.31 | 771.48 | 5,337.21 | 52.3% |
| 01080400 556601 PROFESSIONAL DEV-S | 400 | 0 | 400 | 250.00 | .00 | 150.00 | 62.5% |
| 01080400 556602 PROFESSIONAL DEV-A | 400 | 0 | 400 | 159.00 | .00 | 241.00 | 39.8% |
| 01080400 567703 TRANSPORTATION-TRA | 2,260 | 0 | 2,260 | 2,212.91 | .00 | 47.09 | 97.9% |
| 01080400 578801 MNTNCE/REPAIR SERV | 1,212 | 0 | 1,212 | 254.56 | .00 | 957.44 | 21.0% |
| 01080400 578804 MNTNCE/REP-REFUSE | 684 | 0 | 684 | 664.32 | -55.36 | 75.04 | 89.0% |
| TOTAL RECREATION | 492,317 | 0 | 492,317 | 526,199.63 | 716.12 | -34,598.75 | 107.0% |
| 01080600 PARKS | | | | | | | |
| 01080600 501101 SALARIES-FT/PERMAN | 925,933 | 0 | 925,933 | 916,723.24 | .00 | 9,209.76 | 99.0% |
| 01080600 501103 SALARIES-SEASONAL/ | 102,570 | 0 | 102,570 | 98,292.44 | .00 | 4,277.56 | 95.8% |
| 01080600 501105 SALARIES-OVERTIME | 27,000 | 0 | 27,000 | 21,705.16 | .00 | 5,294.84 | 80.4% |
| 01080600 501106 SALARIES-LONGEVITY | 2,275 | 0 | 2,275 | 2,000.00 | .00 | 275.00 | 87.9% |
| 01080600 501120 AED ANNUAL STIPEND | 1,200 | 0 | 1,200 | 800.00 | .00 | 400.00 | 66.7% |
| 01080600 501888 UNIFORM ALLOWANCE | 11,890 | 0 | 11,890 | 10,849.21 | .00 | 1,040.79 | 91.2% |
| 01080600 522201 SERVICES & FEES-CL | 4,150 | 0 | 4,150 | 4,149.96 | .00 | .04 | 100.0% |
| 01080600 522203 SERVICES & FEES-AN | 209,400 | 0 | 209,400 | 191,950.00 | 17,450.00 | .00 | 100.0% |
| 01080600 534401 MATERIALS & SUPPLI | 750 | 0 | 750 | 620.63 | .00 | 129.37 | 82.8% |
| 01080600 534402 PROGRAM SUPPLIES | 65,000 | 0 | 65,000 | 60,034.36 | 4,167.15 | 798.49 | 98.8% |
| 01080600 534403 MATERIALS & SUPPLI | 5,600 | 0 | 5,600 | 5,584.60 | .00 | 15.40 | 99.7% |
| 01080600 545503 COMMUNICATIONS-PUB | 3,500 | 0 | 3,500 | 3,285.00 | .00 | 215.00 | 93.9% |
| 01080600 556601 PROFESSIONAL DEV-S | 750 | 0 | 750 | 390.00 | .00 | 360.00 | 52.0% |
| 01080600 578801 MNTNCE/REPAIR SERV | 10,414 | 0 | 10,414 | 8,363.65 | 1,000.00 | 1,050.35 | 89.9% |
| 01080600 578802 MNTNCE/REP-EQUIPME | 22,000 | 0 | 22,000 | 20,260.26 | 878.50 | 861.24 | 96.1% |
| 01080600 578803 MNTNCE/REP-PROGRAM | 49,852 | 0 | 49,852 | 41,573.79 | .00 | 8,278.21 | 83.4% |
| 01080600 578804 MNTNCE/REP-REFUSE | 426 | 0 | 426 | 413.76 | 55.36 | -43.12 | 110.1%* |
| 01080600 581888 CAPITAL OUTLAY | 54,120 | 0 | 54,120 | 44,034.66 | .00 | 10,085.34 | 81.4% |
| 01080600 589901 RENTALS-ANNUAL REN | 39,148 | 0 | 39,148 | 39,148.20 | .00 | -.20 | 100.0%* |
| 01080600 589902 RENTALS-OCCASIONAL | 7,000 | 0 | 7,000 | 6,930.00 | .00 | 70.00 | 99.0% |
| 01080600 590011 UTILITIES-HEAT | 9,296 | 0 | 9,296 | 8,847.62 | .00 | 448.38 | 95.2% |
| 01080600 590012 UTILITIES-ELECTRIC | 96,030 | 0 | 96,030 | 88,021.93 | .00 | 8,008.07 | 91.7% |
| 01080600 590013 UTILITIES-WATER | 68,514 | 0 | 68,514 | 54,630.94 | .00 | 13,883.06 | 79.7% |
| 01080600 590014 UTILITIES-TELEPHON | 18,528 | 0 | 18,528 | 13,908.56 | .00 | 4,619.44 | 75.1% |
| TOTAL PARKS | 1,735,346 | 0 | 1,735,346 | 1,642,517.97 | 23,551.01 | 69,277.02 | 96.0% |
| 01080800 TREE WARDEN | | | | | | | |
| 01080800 501101 SALARIES-FT/PERMAN | 21,653 | 0 | 21,653 | 21,236.40 | .00 | 416.60 | 98.1% |



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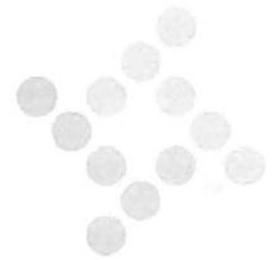
TOWN OF TRUMBULL
YEAR-TO-DATE BUDGET REPORT

PG 22
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FOR 2014 13

| | ORIGINAL APPROP | TRANFRS/ ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|----------------------|-------------------|----------------|--------------|---------------------|-------------|
| 01080800 522205 PROGRAM EXPENSES | 68,000 | 0 | 68,000 | 67,960.60 | .00 | 39.40 | 99.9% |
| 01080800 578806 EMERGENCY SERVICES | 24,150 | 0 | 24,150 | 24,875.98 | .00 | -725.98 | 103.0%* |
| TOTAL TREE WARDEN | 113,803 | 0 | 113,803 | 114,072.98 | .00 | -269.98 | 100.2% |
| 01080900 ARTS COMMISSION | | | | | | | |
| 01080900 501102 SALARIES-PT/PERMAN | 19,421 | 0 | 19,421 | 18,970.87 | .00 | 450.13 | 97.7% |
| 01080900 522201 SERVICES & FEES-CL | 180 | 0 | 180 | .00 | .00 | 180.00 | .0% |
| 01080900 522205 PROGRAM EXPENSES | 6,000 | 0 | 6,000 | 6,558.24 | .00 | -558.24 | 109.3%* |
| 01080900 534401 MATERIALS & SUPPLI | 420 | 0 | 420 | 630.72 | .00 | -210.72 | 150.2%* |
| 01080900 545503 COMMUNICATIONS-PUB | 3,000 | 0 | 3,000 | 2,999.86 | .00 | .14 | 100.0% |
| 01080900 567703 TRANSPORTATION-TRA | 100 | 0 | 100 | 92.12 | .00 | 7.88 | 92.1% |
| TOTAL ARTS COMMISSION | 29,121 | 0 | 29,121 | 29,251.81 | .00 | -130.81 | 100.4% |
| TOTAL RECREATION AND PARKS | 2,390,947 | 0 | 2,390,947 | 2,331,983.88 | 24,267.13 | 34,695.99 | 98.5% |
| 09 DEBT SERVICE | | | | | | | |
| 01090000 DEBT SERVICE | | | | | | | |
| 01090000 595888 INTEREST ON G/OBLI | 1,407,043 | 0 | 1,407,043 | 1,403,347.50 | .00 | 3,695.50 | 99.7% |
| 01090000 596888 INTEREST ON SHORT | 211,192 | 0 | 211,192 | .00 | .00 | 211,192.00 | .0% |
| 01090000 597888 PRINCIPAL-G/OBLIG | 2,737,655 | 0 | 2,737,655 | 2,732,094.93 | .00 | 5,560.07 | 99.8% |
| TOTAL DEBT SERVICE | 4,355,890 | 0 | 4,355,890 | 4,135,442.43 | .00 | 220,447.57 | 94.9% |
| TOTAL DEBT SERVICE | 4,355,890 | 0 | 4,355,890 | 4,135,442.43 | .00 | 220,447.57 | 94.9% |
| TOTAL GENERAL FUND | 151,993,877 | 549,538 | 152,543,415 | 136,123,003.00 | 366,000.22 | 16,054,411.78 | 89.5% |
| TOTAL EXPENSES | 151,993,877 | 549,538 | 152,543,415 | 136,123,003.00 | 366,000.22 | 16,054,411.78 | |
| GRAND TOTAL | 151,993,877 | 549,538 | 152,543,415 | 136,123,003.00 | 366,000.22 | 16,054,411.78 | 89.5% |

** END OF REPORT - Generated by Maria Pires **



Town of Trumbull
Follow-up Audit Database

Status

Financial
Costs Associated
with Implementation

Audit Database follow-up Cash Receipts Processing & Handling Audit

Finding 1 Daily Procedures are not documented for Tax Collectors Office
Recommendation for Tax Collector

Fully Implemented

Finding 2 Too Many Employees have Combination to the Safe
Recommendation for Tax Collector

Fully Implemented

Finding 3 Money in the Cash Register Drawers Is Not Adequately Secured
Recommendation for Tax Collector

Fully Implemented

Finding 4 Concerns over Supervisory (Tax Collector/Assistant Tax Collector) Review of Cashier's Daily Reconciliation
Recommendation for Tax Collector

Fully Implemented

Finding 5 Lack of Segregation of Duties
Recommendation for Tax Collector

Partially Implemented-follow-up

Finding 6 Accounting for Revenues lacks direct interface
Recommendation for Tax Collector

Not Implemented-follow-up

\$\$\$

Finding 7 Concerns for Security and Safety of Employees in Tax Collectors Office
Recommendation for Tax Collector

Partially Implemented-follow-up

\$\$\$

Finance Department

Finding 1 Petty Cash Funds Do Not Reconcile to Finance Department Records
Recommendation for Finance Department

Fully Implemented

Finding 2 Revenue detail continues not to be accounted for in MUNIS Financial System
Recommendation for the Finance Department

Not Implemented-follow-up

\$\$\$

Public Works

Finding 1 Fees Collected at Transfer Station not Secured
Recommendation for Public Works

Fully Implemented

Finding 2 Fees Collected at Public Works not Secured
Recommendation for Public Works

Fully Implemented

Finding 3 Safeguarding of Cash until Deposited

| Town of Trumbull Follow-up Audit Database | <u>Status</u> | <u>Financial Costs Associated with Implementation</u> |
|--|---------------------------|---|
| Recommendation for Public Works | Fully Implemented | |
| Finding 4 Policies and Procedures not documented in Writing for Public Works Recommendation for Public Works | Fully Implemented | |
| <u>Building Department</u> | | |
| Finding 1 Accounting for Revenues lacks direct Interface Recommendation for Building Department | Not Implemented-follow-up | \$\$\$ |
| Finding 2 Receipts not issued for Fees Collected Recommendation for Building Department | Fully Implemented | |
| Finding 3 Policies and Procedures not documented in Writing for Building Department Recommendation for the Building Department | Fully Implemented | |
| <u>Recreation Department</u> | | |
| Finding 1 Policies and Procedures for Recreation Department not documented in Writing Recommendation for the Recreation Department | Fully Implemented | |
| Finding 2 Receipts not issued for Fees Collected Recommendation for Recreation Department | Fully Implemented | |
| Finding 3 Internal Control Weakness for Mail Receipts Recommendation for Recreation Department | Not Implemented-follow-up | |
| Finding 4 Receipts not Deposited on a Timely Basis Recommendation for Recreation Department | Fully Implemented | |
| <u>Audit Database follow-up Dependent Eligibility for Health insurance Coverage</u> | | |
| Finding 1 Open enrollment period for health insurance coverage Recommendation for Town and Board of Education | Fully Implemented | |
| Finding 2 No written procedures for maintaining of health insurance coverage eligibility records Recommendation for Town and Board of Education | Not Implemented-follow-up | |
| Finding 3 No periodic scheduling of bids for health insurance coverage. Recommendation for Town and Board of Education | Fully Implemented | |

| Town of Trumbull Follow-up Audit Database | <u>Status</u> | <u>Financial Costs Associated with Implementation</u> |
|---|---------------------------|---|
| Finding 4 Health insurance records not secured. Recommendation for Town and Board of Education | Not Implemented-follow-up | |
| Finding 5 No standards for documentation of eligibility. Recommendation for Town and Board of Education | Fully Implemented | |
| Finding 6 Town retirees not checked against Social Security death index. Recommendation for Town | Fully Implemented | |
| Finding 7 Town and Board of Education should investigate a pooled insurance plan arrangement. Recommendation for Town and Board of Education | Not Implemented-follow-up | \$\$\$ |
| <u>Audit Database follow-up Use and Drive of Town Passenger Vehicles</u> | | |
| Finding 1 Formal fleet policies and procedures manual Recommendation for Town | Fully Implemented | |
| Finding 2 Decentralized vehicle maintenance for public school vehicles Recommendation for Town and Board of Education | Not Implemented-follow-up | |
| Finding 3 Age of the passenger fleet Recommendation for Town | Fully Implemented | |
| Finding 4 Lack of Town wide motor pool Recommendation for Town | Fully Implemented | |
| Finding 5 Justification for Sport Utility vehicles Recommendation for Town | Not Implemented-follow-up | |
| <u>Audit Database follow-up Performance Audit review of Trumbull Emergency Services</u> | | |
| Finding 1 Lack of available staff to handle call demand Recommendation for Town | Fully Implemented | |
| Finding 2 Does not meet all hallmarks of establishing independent oversight Recommendation for Town | Fully Implemented | |
| Finding 3 Accounts Receivable Patient Billings Recommendation for Town | Fully Implemented | |

Town of Trumbull
Follow-up Audit Database

Status

Financial
Costs Associated
with Implementation

Audit Database follow-up Time and Attendance Reporting Internal Control Review

Finding 1 The time and attendance timesheets are not properly completed and approved in a timely manner
Recommendation for Town

Not Implemented-follow-up \$\$\$

Finding 2 The adequate separation of duties, system security controls, and monitoring procedures over the time recording and reporting process are not followed by all supervisors.

Not Implemented-follow-up \$\$\$

Finding 3 The proper discretionary access controls are not in place to restrict payroll file information.
Recommendation for Town

Fully Implemented

Finding 4 The supervisors of some departments are allowing employees to hand in pre-printed timesheets as official timesheets.
Recommendation for Town

Fully Implemented

Audit Database follow-up Performance Audit of the Trumbull Senior Center

Finding 1 The Senior Center does not have a formal Mission Statement
Recommendation for Senior Center

Fully Implemented

Finding 2 Goals and objectives of the Senior Center should be detailed and measurable
Recommendation for Senior Center

Fully Implemented

Finding 3 Governing documents should be developed
Recommendation for Senior Center

Fully Implemented

Finding 4 Insufficient number of qualified personnel paid and unpaid
Recommendation for Senior Center

Fully Implemented

Finding 5 Personnel policies and procedures should be incorporated into a manual
Recommendation for Senior Center

Fully Implemented

Finding 6 Training of Senior Center Director, staff and volunteers
Recommendation for Senior Center

Not Implemented-follow-up \$\$\$

Finding 7 Documentation of emergency procedures
Recommendation for Senior Center

Fully Implemented

| Town of Trumbull | <u>Status</u> | <u>Financial Costs Associated with Implementation</u> |
|--|---------------------------------|---|
| Follow-up Audit Database | | |
| Finding 8 Inadequate Financial records and procedures Recommendation for Senior Center | Fully Implemented | |
| Finding 9 Accountability and reporting to the Senior Commission and the public Recommendation for Senior Center | Fully Implemented | |
| Finding 10 Evaluation of Senior Center's progress Recommendation for Senior Center | Not Implemented-follow-up | \$\$\$ |
| Finding 11 Federal and State posting requirements for Senior Centers Recommendation for Senior Center | Fully Implemented | |
| <u>Audit Database follow-up Operational Audit Review of Special Agency Funds</u> | | |
| Finding 1 Description of account fund information in MUNIS | Schedule for follow-up | |
| Finding 2 Excessive number of inactive Special Agency Fund accounts | Schedule for follow-up | |
| Finding 3 Access to Special Agency Fund balances in MUNIS financial system software | Schedule for follow-up | |
| <u>Audit Database follow-up Operational Audit Review Mary J. Sherlach Counseling Center</u> | | |
| Finding 1 Counseling Center left unsecured with no Town personnel at site | Fully Implemented | |
| Finding 2 Building lacks proper signage identification to the public | Not Implemented-follow-up | \$\$\$ |
| Finding 3 Deposits not made on a timely basis and left in unsecured building | Partially Implemented-follow-up | \$\$\$ |

**SUBJECT TO MODIFICATION AND APPROVAL
BOARD OF FINANCE
Minutes
June 12, 2014**

CALL TO ORDER

Chairman Hammers called the Board of Finance meeting to order at 7:05 p.m. at the Town Hall, Trumbull, Connecticut. All those present joined in the Pledge of Allegiance.

PUBLIC COMMENT

There was no public comment.

ATTENDANCE

Present

Elaine Hammers, Chairman
Andrew Palo
Paul Lavoie
Roy Molgard
Bill Haberlin

Absent

Thomas Kelly
Vincent DeGennaro, Alternate
Karen Egri, Alternate
Edward Murphy, Alternate

6-14-01 - BOND RESOLUTION

Mr. Lavoie moved, seconded by Mr. Haberlin, to read the title and Section 1 of the following proposed resolution in its entirety and to waive the reading of the remainder of the resolution, incorporating its full text into the minutes of this meeting.

Vote: 5-0-0 motion carries

RESOLUTION APPROPRIATING \$3,278,000 FOR THE TRUMBULL BOARD OF
EDUCATION CAPITAL IMPROVEMENT PLAN 2014-2015 AND AUTHORIZING
THE ISSUE OF \$3,278,000 BONDS OF THE TOWN TO MEET SAID
APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF
TEMPORARY BORROWINGS FOR SUCH PURPOSE.

Mr. O' Keefe indicated that the 2015 Capital Plan request of \$3.278 million has been broken down into categories, as follows: A = Projects that can't wait; limited to those that are critical that can be completed this year or next year. B = Projects that can be delayed with a high degree of urgency. C = Projects that can be delayed with a medium degree of urgency. D = Projects that can be delayed with a low degree of urgency. (See handout attached). We are limiting our request to those A&B projects that we can complete during the summer or during the course of the year. In addition, we removed the \$200,000 request for a Facility Assessment, as it isn't appropriate for bonding. The following items are to be completed:

- Daniels Farm School – roof replacement: \$ 99,005
- Hillcrest - replace entire roof design: 38,500
- Madison – repair exterior brick walls: 1,150,000
- Middlebrook - windows: 350,000
- Middlebrook – intercom system: 37,500
- Tashua – overlay courts: 180,000
- Vehicles/tractors: 60,000
- 75,000
- \$1,990,005**

This represents a reduction of \$1,287,995, or 39%.

Mr. Lavoie asked the expected life of the intercom and the 2 vehicles. Mr. Kennedy indicated the current intercom system is failing and the expected life of a new one would be at least 20 years; the tractors are close to 50 years old; they are retiring 4 and replacing with 2. They are looking to the highway department for assistance.

Mr. Lavoie asked if they looked to leasing the equipment and adding it totting budget. Mr. Kennedy indicated that it was considered, but it was decided to put it in the capital budget given the number of years of useful life.

Mr. O'Keefe indicated that \$38,500 is the cost for the roof design at Hillcrest. Once in place the roof can be replaced next year and we will have the information to move forward. This cost can be capitalized. Mr. Kennedy indicated that most of the disruptive work would be done during the summer.

Mr. Molgard asked if the work on the Madison school wall is not done by the start of school could we put a penalty clause in the contract. Mr. Kennedy indicated that it would be possible; however, if it is an uncontrollable situation, we will have no recourse. Mr. Palo asked if the \$1,150,000 covered only the exterior walls and was told that it also included the interior wall work where they are pinning some of the steel.

Chairman Hammers asked if work has begun on the Middlebrook windows. Mr. Kennedy indicated that work has not yet started; we have the design put together. The original cost estimate was \$1,062,000.

The Chair asked if there was some way to get bids for the Hillcrest roof before coming to us for bonding. Mr. Kennedy indicated that we do the next best thing- get estimates as the design is being done. Chairman Hammers indicated that she is concerned that once we indicate what we are will to pay; the bids will come in higher than if we did not make everyone aware of what we are willing to spend. She went on to add that she would have more of a comfort level if we have better estimates when we go out for a Bonding Resolution.

The Chair indicated that she did an overview of all outstanding bond items from the Board of Education for the last 3 years:

2011-2012: Excess of \$147,000 not yet borrowed; not spent.

2012-2013: Excess of \$300,000 left, which includes \$105,000 left from the previous window bonding funds for Middlebrook so we don't need to bond anything else. Attorney Joseph Fasi indicated that if the windows project was mentioned in that bonding then all of those remaining funds may be used for the windows.

2013-2014: Currently there is a \$157,000 excess, which is not connected to any outstanding project. These funds will simply remain.

Mr. Kennedy indicated that the Middlebrook windows are scheduled to be done by the end of summer 2015. Chairman Hammers went on to add that she feels \$350,000 is inappropriate at this time; we need to be mindful of the project dates. Mrs. Pires indicated that the \$1,062,000 originally bonded for the Middlebrook windows needs to be spent by September 2014.

Attorney Fasi went on to add that when we issue tax exempt bonds you have to spend the money within a certain period or you have to pay your investment profit back to the Federal Government. If you don't spend the money with a two-year period then the least you have to do is a calculation to determine whether you have earned a profit. What we have experienced here is a disconnect between when we communicate the need to authorize funds and the communication with respect to when those funds are going to be expended. With the school projects, there tends to be a lag between the perceived need to borrow funds and the actual date when funds are expended.

Moving forward he indicated that we are focusing on fixing that. If we don't spend the money borrowed in 2012 we will have to go through a process to identify whether or not investment profit was made and if so pay it back to the Federal Government and that is what this discussion was about.

Chairman Hammers indicated that there is \$37,500 item that may have a 25-year life; however, she is not sure why we are bonding such a small item unless there is nothing left at the year-end. Mr. O'Keefe indicated that she could delete that item.

Mr. O'Keefe indicated that there are currently 3 candidates for the Facilities Director position at the Board of Education and the Committee has made a recommendation to the Board of Education so they will be able to make the selection next week.

First Selectman Herbst indicated that he has had many conversations with Dr. Cialfi regarding the selection of a new facilities manager and he knows that Mr. Marsilio has been working with the BOE facilities department. He went on to add that we are very excited and eager for this new person to start their new position with Mr. O'Keefe and Dr. Cialfi but we really need to make sure going forward is that there is coordination between the Town and the Board of Education in making sure that the capital plan is presented holistically, in a comprehensive way, and the schedules that are provided to you are realistic and sensible and we are committed to doing that.

Mr. O'Keefe indicated that last year in March, he projected a surplus of \$400,000 and we ended up with \$500,000. In March of this year, we were looking at a deficit of \$900,000 - natural gas of \$500-600,000; electricity overruns of \$200,000; transportation issues related to Special Ed of \$200,000. We have improved since then and, as of one week ago, the deficit is down to \$100,000. We continue to make good progress on our health plan so with another good month we should come very close to budget.

Mr. Kennedy indicated that the replacement of the Intercom System would include upgrades to enhance it; not just fix it. Chairman Hammers indicated that if there is such a big safety issue with the Intercom System at the school, there is an \$875,000 account that the Board of Finance put aside for the Board of Education and if there is such an issue she is even more disturbed to think that they didn't take 38,000-\$40,000 out of that \$875,000 account, so she questions just how much of a safety issue it is. It is apparent that if we put a label on something called safety everyone will jump, except those with possession of the funds.

It was noted that the current spending done on the \$875,000 was to be for technology; Mr. O'Keefe was asked where that currently stands. He went on to indicate that the \$875,000 for smart boards, another truck, and to cover deductions from our budget. When questioned why the \$38,000 for the Intercom wasn't considered technology, he indicated that he could re-prioritize if it could not be funded through capital.

Mr. Lavoie moved, seconded by Mr. Haberlin, to change the Bond amount to \$1,467,505 to include the Daniels Farm roof replacement \$99,005; Hillcrest roof design \$38,500; the Madison wall \$1,150,000; Tashua courts \$180,000 plus a 2% bonding fee of \$ 29,350, which brings the total Bond amount to \$1,496,855.

Mr. Lavoie moved, seconded by Mr. Haberlin, to amend the motion to change the total Bond amount to \$1,500,000.

Vote: 5-0-0 motion carries

The Clerk called the roll for the final adoption of the Resolution, as amended:

| | AYE | NAY |
|----------------|-----|-----|
| Roy Molgard | X | |
| Andrew Palo | X | |
| Paul Lavoie | X | |
| Elaine Hammers | X | |
| Bill Haberlin | X | |

Vote: 5-0-0 motion carries

The Board of Finance and Town Council each adopted the Resolution; however, the Town Council did not approve the request to make this emergency legislation.

The Chairman called a recess at 8:00 p.m. to move to the Long Hill Room. The meeting came out of recess at 8:05 pm in the Long Hill Room.

FISCAL YEAR 2013-2014 SUPPLEMENTAL APPROPRIATION

| | | | |
|----------|-----------------|--|-------------|
| 06-14-02 | Frank Smeriglio | FROM: 20-315200 | \$1,120,000 |
| | | TO: 20100000-522204 Services and Fees Contractual | 1,120,000 |
| | | To cover the increase in sewer rates by the City of Bridgeport-WPCA. | |

Mr. Lavoie moved, seconded by Haberlin, to transfer \$1,120,000 from 20-315200 to 20100000-522204 Services and Fees Contractual \$1,120,000.

Vote: 5-0-0 motion carries

Mr. Smeriglio indicated that the City of Bridgeport increased the sewer rates; however, our operating budget is based on the old rate. The townspeople are paying the higher rate; we are paying out of our budget at the lower rate and now have a deficit and need to appropriate funds.

Mr. Palo asked when the Fund 20 was last audited and Mrs. Pires indicated June, 2013.

Mr. Molgard asked if it is mandatory to tie into the sewers given the higher rate. Mr. Smeriglio indicated that there are allowances and you must file to receive them. You then fall under the jurisdiction of the Health Department. Currently, if there is a sewer in front of your property you must file to not connect and when the house is sold the buyer must connect.

Mr. Palo asked what the 4.2 million represented on the asset side, due from other accounts. Mrs. Pires indicated that this is what is in the General Fund and owed to the Fund 20.

FISCAL YEAR 2013-2014 TRANSFER

| | | | |
|----------|-----------------|--|-----------|
| 06-14-03 | Frank Smeriglio | FROM: 20100000-522202 Service and Fees Professional | \$ 15,632 |
| | | FROM: 20100000-581888 Capital Outlay | 20,000 |
| | | FROM: 20100000-597888 Principal General Obligation Bonds | 26,000 |
| | | TO: 20100000-578805 Extraordinary Item | 61,632 |
| | | For emergency repairs related to the sanitary sewer collection system. | |

Mr. Lavoie moved, seconded by Mr. Haberlin, to transfer \$ 15,632 from account 20100000-522202 Service and Fees Professional; \$20,000 from account 20100000-581888 Capital Outlay; \$26,000; from account 20100000-597888 Principal General Obligation Bonds to account 20100000-578805 Extraordinary Item \$61,632.

Vote: 5-0-0 motion carries

Mr. Smeriglio indicated that since the beginning of April, we have had to make emergency repairs that exceeded the budgeted expectations. These are repairs where we need someone there immediately, any time of day or night. We do use the Town electricians, but the pump stations have 2 different pumps and with the control panels you have to know how they work with the pumps. These repairs had to do with the actual pumps.

FISCAL YEAR 2013-2014 SUPPLEMENTAL APPROPRIATION

| | | | |
|----------|--------------------------------------|--|----------|
| 06-14-04 | Coleen Figliuzzi Nursing Director | FROM: Fund Balance | \$ 1,572 |
| | | TO: 01060200-501101 Full time salaries | 1,572 |
| | | To cover deficit due to budgeting FT nurses at varying hours by the former Nursing Director. | |

Mr. Lavoie moved, seconded by Mr. Haberlin, to transfer \$1,572 from the Fund Balance \$1,572 to account 01060200-501101 Full time salaries \$1,572.

Vote: 5-0-0 motion carries

Mr. Lavoie requested that going forward, in August, he would like to see the Board take a look at all small funding requests in aggregate when we have a better idea of what our surpluses are so we can do all the appropriations at one time. The Chair indicated that if there is a large overrun the Board would like to be advised prior to August.

Mrs. Figliuzzi indicated that the deficit is due to the variable hours used in the budgeting process by the former nursing director.

FISCAL YEAR 2013-2014 TRANSFER

| | | | |
|--|--------------------------------------|---|----------|
| 06-14-05 | Coleen Figliuzzi Nursing Director | FROM: 01060200-501102 Part time salaries | \$ 5,511 |
| | | TO: 01060200-501101 Full time salaries | 5,511 |
| To cover deficit due to budgeting FT nurses at varying hours by the former Nursing Director. | | | |

Mr. Lavoie moved, seconded by Mr. Haberlin, to transfer \$5,511 from account 01060200-501102 Part time salaries to account 01060200-501101 Full time salaries \$5,511.

Vote: 5-0-0 motion carries

Mrs. Figliuzzi indicated that the deficit is due to the variable hours used in the budgeting process by the former nursing director.

FISCAL YEAR 2013-2014 TRANSFER

| | | | |
|---|-----------------------------------|---|----------|
| 06-14-06 | Susan Horton, Library Director | FROM: 01070000-501102 Part time salaries | \$ 1,257 |
| | | TO: 01070000-501105 Overtime | 1,257 |
| To cover deficit due to vacancies being filled in with current staff. | | | |

Mr. Lavoie moved, seconded by Mr. Haberlin, to transfer \$1,257 from account 01070000-501102 Part time salaries to account 01070000-501101 \$1,257.

Vote: 5-0-0 motion carries

The current vacant position was being covered on Sundays by higher paid employees. In addition, it was necessary to call in an IT person on several weekends to handle a catalog issue that Town IT people can't handle.

Mr. Lavoie moved, seconded by Mr. Haberlin, to take item #6-14-08 out of order.

Vote: 5-0-0 motion carries

FISCAL YEAR 2013-2014 TRANSFER

| | | | |
|----------|-------------------|--|------------------------------|
| 06-14-08 | D/C Michael Harry | <p>FROM: 01022000-501104 Salaries-Vacation Weekend account</p> <p>TO: 01022000-522203 Ancillary account</p> <p>The amount needed to cover the additional testing expenses incurred with the addition of Certified Officer hiring and any additional lab tests required by the examining physician.</p> | <p>\$ 2,000</p> <p>2,000</p> |
|----------|-------------------|--|------------------------------|

Mr. Lavoie moved, seconded by Mr. Haberlin, to transfer \$2,000 from account 01022000-501104 Salaries-Vacation Weekend account to account 01022000-522203 Ancillary account \$2,000.

Vote: 5-0-0 motion carries

D/C Harry indicated that they only need \$1,325. If the bill currently on the governor's desk is signed, we won't be hiring 3 certified officers. If he does not sign it, we will be able to hire them. This bill has to do with the 2 year on the job service requirement. The Chair indicated that it would not be necessary to reduce the amount.

Mr. Palo recused himself from the meeting at 8:28pm.

FISCAL YEAR 2013-2014 SUPPLEMENTAL APPROPRIATION

| | | | |
|----------|--|---|--------------------------------|
| 06-14-07 | Timothy M. Herbst First Selectman Ethics Committee | <p>FROM: Fund Balance</p> <p>TO: 01010200-522202 Services and Fees Professional</p> <p>To cover legal fees related to the Ethics Complaint. Henderson vs Kelly.</p> | <p>\$ 11,060</p> <p>11,060</p> |
|----------|--|---|--------------------------------|

Mr. Lavoie moved, seconded by Mr. Haverlin, to transfer \$11,060 from the Fund Balance to account 01010200-522202 Services and Fees Professional \$11,060.

Vote: 4-0-1 motion carries (abstain: Mr. Palo).

First Selectman Herbst indicated that he would like to outline the details of this request. Earlier this year, the town's Internal Auditor filed an Ethics Complaint against a member of the Board of Finance who was previously a member of the Board of Education. The complaint was filed and in accordance with the Ethics Commission's Rules of Procedure, they determined probable cause existed to initiate public hearing proceedings to determine the merits of the claim. Although the complaint was withdrawn by the Complainant, the Ethics Commission and their legal counsel made the determination that because they made the finding of probable cause they had no choice but to proceed with an adjudication of the complaint. This became very involved with our attorneys. In addition, this type of work was outside of the scope of our retainer agreements. We need to consider giving the Ethics Commission a separate legal budget next year if this is what we are going to encounter when a complaint is filed.

Attorney Kokenos indicated that they had tried to do the work within the parameters of the General Agreement; however, once a subpoena was made, he had to file an objection after which he tried to avoid additional legal work.

Attorney Marino indicated that they only became involved when it became apparent that the Commission was going to need legal representation. It appeared that they were trying to deflect attention on to Chairman Lee of the Ethics Commission so he would have to recuse himself.

First Selectman Herbst stated for the record that Chairman Lee is an adjunct law professor at Quinnipiac Law School. He went on to emphasize that we cannot allow volunteers on Boards and Commissions to be intimidated from doing what they are appointed or elected to do. These seven people were appointed to the Ethics Commission to do a job and this was an effort to intimidate them so they would not perform what they are legally obligated to do. The Town has an obligation to provide all our Boards and Commissions with the legal resources they need, so they are not intimidated.

Mr. Palo rejoined the meeting at 8:45pm.

INTERNAL AUDITOR AUDIT PLAN

The Board of Finance discussed Mr. Henderson's Audit Plan presented last month, highlighting the following items to be included in the Audit Plan for next year:

- The Chair indicated that she would like to have a better understanding of how the Police Department schedules overtime. More specifically, the Chair indicated that she wants to know to know what process is used to assign overtime; what causes the need for so much overtime. For example, is it lack of manpower or the minimum manning requirement; does it have to do with vacations or unlimited sick time; does taking a special duty assignment impact overtime and if so how. We are not looking for something that is wrong; simply want to know the process.
- Mr. Palo indicated that he would like to know what the Tree Warden position involves; is there a plan in place; what is the actual process used to meet objectives of plan.
- Fuel and Energy; an analysis that includes electric, fuel and gas consumption currently used by the Town and the BOE; perform a review of the procurement contracts to compare rates.
- Update on previous audits, including the Counseling Center.

Mr. Henderson indicated that the update most likely be available at the August meeting.

By unanimous consent, the Board moved to approve the Internal Auditor's Audit Plan as presented for 2015.

TREASURER'S REPORT

Mr. Ponzio was not present. The Chair indicated that the report is through the end of May for 11 months. If interest earned next month matches this month's earnings, annual earnings will meet, if not exceed, the budgeted amount.

YEAR TO DATE REPORT

Mrs. Pires addressed the following overages in the report:

- Legal notices are over budget.
- Salaries - need to transfer funds from contingencies. Only transfer what is needed.
- Tax Assessor - \$10,000 - \$15,000 to pay for an appraisal, etc., in connection with the Mall Tax Appeal.
- The Purchasing Agent retired and there will be funds available to transfer.
- Retirement – Defined Contribution Plan is over budget. There were more new employees than originally anticipated. Should have enough funds to transfer and won't need to do supplemental.
- Material and Supplies account at the Town Hall is over budget:
 - 3 AED machines were purchased for the High School, since the Board of Education claimed they could not fund these 3 and it was an emergency.
 - Purchased batteries for machines currently in use.

- Police Department overtime is currently over budget \$246,000. This represents a 61% overage; we are not done with the fiscal year.
- Fuel – gas for vehicles, equipment etc., is \$71,000 over budget.
- Tree Warden requested \$5,000 today for additional tree work; should be enough in the account to cover a transfer.
- EMS cell phone account is over budget due to a new phone system; there should be enough to cover with a transfer.

APPROVAL OF MINUTES

Mr. Lavoie moved, seconded by Mr. Molgard, to approve the minutes of the May 8th meeting.

Vote: 4-0-1 motion carries (abstain: Mr. Haberlin)

By unanimous consent, the Board approved the minutes of the May 15th mill rate meeting.

Vote: 5-0-0 motion carries.

ADJOURNMENT

By unanimous consent, the meeting adjourned at 9:25 p.m.

Respectfully submitted:

Phyllis C. Collier, Clerk – Board of Finance

Town of Trumbull Treasurer's Report

Cash Balances and Investment Income

Current Fiscal Year July, 2013 to Jun

| <u>Bank / Brokerage</u> | | <u>Month of June, 2014</u> | | |
|-------------------------|------------------|--|---------------------------|--------------------------------|
| | | <u>Cash Balance</u> Amount at Mo. End | <u>Interest</u> Income | <u>Average</u> Rate / Yield |
| Merrill Lynch | Cash | n/a | n/a | n/a |
| | Investments | n/a | n/a | n/a |
| Morgan Stanley | Cash | 174,480 | 5 | 0.05% |
| | Investments | 4,106,921 | 4,471 | 1.71% |
| Janney, Mont., Scott | Cash / Money Mkt | 170,431 | 1 | 0.01% |
| | CD's | - | | 0.35% |
| | Investments | 4,574,460 | 9,784 | 2.52% |
| Total | | <u>9,026,292</u> | <u>14,261</u> | |
| STIF | Money Fund (2) | 593,438 | 77 | 0.15% |
| TD Bank - Tax Rec'r | Money Fund | 7,942,484 | | |
| TD Bank - Investment | Money Fund | 26,231,250 | 7,627 | 0.30% |
| Infinex | CD's (6) | 1,399,891 | 106 | 0.45% |
| | Money Market | 19,486 | | 0.01% |
| Other | | | | |
| Totals | | <u><u>45,212,841</u></u> | <u><u>22,071</u></u> | |

Return on Investment (ROI) current fiscal year annual Budget / prior year actual

Note:

(1) Includes Accrued Interest

(2) Main STIF account is for segregating unused Bond proceeds as required under IRS arbitrage rules.

STIF now maintained by Bank of NY Mellon for the Connecticut State Treasurer..

| ie, 2014 | Prior Fiscal Year 2012-13 | | |
|-----------------------|----------------------------------|-------------------|-----------------------|
| | June, 2013 | | 12 Months |
| 12 Months | Interest | Prior Yr | Year to Date |
| Year to Date | Income | Rate/Yield | Interest |
| Income | Income | | Income |
| n/a | | | 19 |
| n/a | | | 42,638 |
| 61 | 31 | 0.05% | 45 |
| 83,042 | 5,070 | 2.08% | 39,424 |
| 9 | 1 | 0.01% | 27 |
| 628 | 64 | 0.35% | 1,409 |
| 112,948 | 8,690 | 2.75% | 113,775 |
| <u>196,688</u> | <u>13,856</u> | | <u>197,337</u> |
| 2,623 | 555 | 0.16% | 5,762 |
| - | | | |
| 100,133 | 6,295 | 0.25% | 83,490 |
| 6,053 (1) | 422 | 0.37% | 7,055 |
| - | | | 1 |
| <u>305,497</u> | <u>21,128</u> | | <u>293,645</u> |
| <u>300,000</u> | | | <u>293,519</u> |

Submitted to Board of Finance

John L. Ponzio
Trumbull Town Treasurer