

STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

**RESCHEDULED MEETING NOTICE AND AGENDA**  
West Haven Subcommittee of the MARB

**Meeting Date and Time:** Thursday, November 30, 2023, 10:00AM – 12:00PM, Rescheduled from  
November 21, 2023

**Meeting Location:** Council Chambers (3<sup>rd</sup> Floor)  
West Haven City Hall  
355 Main Street  
West Haven, CT 06516

Meeting materials may be accessed at the following website:

<https://portal.ct.gov/OPM/Marb/West-Haven-Committee-Meetings-and-Materials>

Microsoft Team Meeting  
Meeting ID: 291 873 923 57  
Passcode: NcdLHZ

**Call-In Instructions:** Meeting participants may use the following telephone number and access code

Telephone Number: (860) 840-2075

Meeting ID: 649 072 405

**Agenda**

- I. Call to Order & Opening Remarks
- II. Approval of minutes:
  - a. September 19, 2023, Regular Meeting
- III. Status Updates:
  - a. FY 2022 Audit and FY 2023 Audit
  - b. Bond/BAN Issuance
- IV. Review, Discussion and Possible Action: 5-Year Plan
- V. Review, Discussion and Possible Action – Non-Labor Contracts:
  - a. Rock Street Brewery, LLC – Land Lease

- b. Coastal Technical Sales, Inc. – WPCA Hypochlorite Storage Tanks
  - c. West Shore Fire District – ARPA Grant
  - d. Bridges Healthcare, Inc. – ARPA Mental Health Grant
  - e. New Reach, Inc. - ARPA Food Insecurity Grant
  - f. Living Word Ministries, Inc. - ARPA Food Insecurity Grant
- VI. Update: Open Items List
- VII. Other Business
- a. State Grants Update
- VIII. Adjourn

**DRAFT**

STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD

**REGULAR MEETING MINUTES**  
West Haven Subcommittee of the MARB

**Meeting Date and Time:** Tuesday, September 19, 2023, 10:00 AM –12:00 PM

**Meeting Location:** West Haven City Hall, Harriet North, 2<sup>nd</sup> Floor, 355 Main Street, West Haven, CT 06516

**Members in Attendance:** Kimberly Kennison (Secretary of OPM Designee), Susan Weisselberg, Robert White (TEAMS), Thomas Hamilton (TEAMS), and Steven Falcigno (TEAMS)

**Municipal Officials in Attendance:** Mayor Nancy Rossi, Colleen O’Connor, Abdul Qadir, David Taylor, and Rick Spreyer

**Staff in Attendance:** Simon Jiang and John Mehr

**Protiviti Staff in Attendance:** Zachary Unger and Sharon Chun

I. Call to Order

The meeting was called to order at 10:19 A.M.

II. Approval of Minutes

a. July 25, 2023, Regular Meeting

Ms. Weisselberg made a motion to approve the minutes with a second by Mr. Hamilton. The motion passed with four votes in favor and with Mr. White abstaining.

III. Review and Discussion:

a. West Haven Sewer Projects

Mr. Abdul Qadir, the City Engineer, presented three project proposals relating to the Water Pollution Control Plant (WPCP).

The first one relates to the biosolids generated by the WPCP during the treatment of wastewater that needs to be disposed of by the City. The existing incinerator that was being used to dispose of the biosolids has been shut down since August 2017 and needs to be upgraded. The incinerator does not comply with the new EPA air pollution emission requirements. The City has been sending biosolid to another town. The current permit from the State will expire in January 2024. Since 2019, the disposal cost has increased from \$667,000 to an expected \$1,200,000 in 2023. This project is to start in FY 2024 and end in FY 2027. The total cost will be approximately \$30M for Biosolids Disposal equipment, \$70 million for Outfall Pipe, and \$16 million for Hardening of the pumping station flood walls. The State of CT Department of Energy and Environmental Protection (DEEP) has accepted the Outfall Pipe piece and will provide Clean Water Fund proceeds of which 20% of the cost is a grant and 80% is a loan. The City is seeking FEMA and other grant opportunities to fund the rest of this project.

The Second project is Sewer Rehabilitation which will start in FY 2024 and end in FY 2030. The total cost will be approximately \$20.1 million. The funding source of this project is also the Clean Water Fund.

The last project is improvements to various Sewer Pump Stations running from FY 2024 to FY 2031. The total cost will be approximately \$53 million. The City is seeking FEMA and other Federal grants to fund the project. Mr. Hamilton suggested the City should look into the bipartisan infrastructure bill that is providing federal funding in major infrastructure projects throughout the country.

b. 5-Year Plan

The Subcommittee members and the City discussed 5-year plan revisions. Mr. Taylor mentioned that the \$8 million Allingtown Fire House project that was included in the 5-year plan, is now not feasible, so the \$8 million will be coming off the debt schedule. The MARB approved ARPA funds for an RFP to hire a firm to complete a master plan for West Haven fire service be performed. Ms. Kennison suggested members of the Subcommittee be on the RFP feasible study committee.

i. Debt Service Fund

The items that the City needs to address while preparing a revised 5-Year plan will be the Debt Service Fund including the bond issuance and the West Haven sewer projects.

ii. Internal Service Fund

Mr. Taylor stated that the 5-Year plan submitted did foresee funding the internal service funds within the period. One of the mitigation items was to fund these with ARPA funds. At the Monday, September 25<sup>th</sup>, City Council meeting, a request is on the agenda to appropriate \$2 million of 2023 funds from excess investment income into the workers compensation internal service fund. The City is requesting another \$2 million of ARPA funds in 2024 to fund the worker compensation internal service fund. This would reduce the \$7 million deficit reported in 2021 by \$4 million. Mr. White commented that good strides have been made this year in providing guidance to the City for things we are looking for in the 5-Year Plan. He asked if there are benchmarks for the number years it should take to get a one-to-one match of assets to liabilities. Mr. Taylor said that the intent is to hit this match in 5 years. Tom Hamilton agrees that fifteen years is too long, and a reasonable time is 5 to 7 years. Also, the City has an experienced risk manager on staff now to work on bringing the worker compensation liabilities down.

iii. OPEB Funding

Mr. White asked about the OPEB balance and what are the goals to address this liability. Mr. Taylor said the balance is \$34 million and there is a need to discuss this further with the Subcommittee. Mr. White agreed that the OPEB issue should be an agenda item for a future Subcommittee meeting.

iv. Other Five-Year Plan Items

Mr. White asked about the budget coordinator position, the higher public works payroll costs, and the increase in electricity costs. Mr. Taylor responded that the budget coordinator has been hired and the public works increase was discussed during budget review related to blight issues. Mr. Spreyer said the cost of electricity went from 0.07 a kWh to 0.13 a kWh.



c. Tier IV Corrective Action Plan

The City has not made significant progress on correcting the findings in high-risk areas since June 2023. The City will work with Protiviti, Financial Manager to concentrate on this matter after the City's FY2022 audit report has been issued.

d. Open Items List

The Subcommittee and the City reviewed the OPM-prepared Open Items List. The City has provided updates to the list and some items are considered closed. Ms. Kennison pointed out that the firefighters' contract has been on the list for quite a while. She asked if the intent of the firefighters was to bring back the contract to the Subcommittee with changes or not. Mr. Taylor did not know.

IV. Other Business

The Subcommittee had a discussion on the transition plan relating to the election of the mayor.

V. Adjourn

A motion to adjourn was made by Ms. Weisselberg with a second by Mr. White. The motion carried unanimously. The meeting adjourned at 11:43 A.M.

# City of West Haven FY 2024 - 2028 5-Year Plan Presentation

November 28, 2023



City of West Haven  
FY 2024 - 2028  
5-Year Plan

Agenda

**Financial Goals and Objectives**

**Assumptions**

**Mill Rate Calculation**

**FY 2024 - 2028 5-Year Plan**

**Mitigation Measures**

**5-Year Capital Plan**

City of West Haven  
FY 2024 - 2028  
5-Year Plan

Financial Goals and  
Objectives

Balanced Budget for every year of the plan

Includes Contingencies:

- Funding for Whittlesey Phase I Recommendations
- Funding for Unexpected Circumstances

Continue Funding Police and Fire Pension at the Actuarially Determined Contribution (ADC)

Increase OPEB funding

Fund Internal Service Fund Deficits

Continued growth of Fund Balance

Mitigation Measures Planned to Accelerate Achievement of these goals

# City of West Haven FY 2024 - 2028 5-Year Plan

## Financial Goals – Pension Funding

**Continue to fund the Pension at the Actuarially Determined Contribution (ADC) Rate.**

**The Plan is to fully fund the Unfunded Liabilities within 15 years.**

**Actuarial Assumptions reviewed, and ADC recalculated every 2 years.**

**Progress through F2021 Audited Results:**

- Police Pension Liability has fluctuated over the past 8 years from a peak of \$29.0M in FY 2020 to a balance in FY2021 of \$11.8M.**
- AFD Pension Liability has fluctuated over the past 8 years from a peak of \$23.5M in FY 2020 to a balance in FY2021 of \$21.7M.**

**Plan to hire an Independent Investment Advisor to review Investment Assets, Strategies, and Portfolio.**

# City of West Haven FY 2024 - 2028 5-Year Plan

## Financial Goals - OPEB Funding

OPEB unfunded liabilities have increased from FY 2017 to FY 2021.

- City \$179M to \$321M

- AFD \$26M to \$31M

FY 2023 Projection includes an increase from \$150K budgeted to \$1.0M.

Increased Funding to the Trust from \$350K per year to \$500K per year.

Mitigation Measures are planned to create a surplus which will be used to increase the OPEB Trust progressively every year.

# City of West Haven FY 2024 - 2028 5-Year Plan

## Financial Goals - Internal Service Funds

### Workers Compensation (WC):

- WC Costs increased from \$1.5M in FY 2018 to \$2.4M in FY 2022.
- Unfunded Deficit grew to over \$7.2M in FY2021

### General Liability (GL):

- GL Costs have increased from \$1.5M in FY 2018 to \$2.4M in FY 2022.
- Unfunded Deficit grew to over \$0.6M in FY2021.

### Plan to fully fund ISF in 5 years:

- Immediate funding from FY 2023 Surplus \$2.1M.
- ARPA Funds utilized to fund claims during CRF period \$2.0M in FY 2024
- Increased funding in successive years to eliminate the unfunded deficit
- Mitigation Measures are planned to reduce/reverse these increasing costs:
  - Strategies to reduce injury and lost time
  - Improved Claims Management

# City of West Haven FY 2024 - 2028 5-Year Plan

## Financial Goals - General Fund Balance Growth

Plan is to grow the General Fund (GF) balance every year.

Projected GF at FY 2023 is \$12.3M (7.42% of expenditures). This is \$1.8M more than the previously approved 5-year Plan for FY 2022-2026 (FY 2026: \$10.5M, 6.17%).

Plan is balanced.

Mitigation Measures are planned to create a surplus which will be used to increase the General Fund progressively every year.



# City of West Haven FY 2024 - 2028 5-Year Plan

## Assumptions

Revenues equal Expenditures -  
No Surplus / No Deficit

Includes Contingencies for  
Whittlesey Recommendations  
and Unexpected Circumstances

No Utilization of Fund Balance

Transparent and Conservative  
Assumptions

Maintain Debt Service Levels in  
a Manageable Range

MARB Repayment

Inflation 2.3% (CPI)

Grand List growth MV: 1%, RE  
P/P: .05%

FY 2024 Revaluation impact: 0%

No increase to State Aid from FY  
2024 Governor's Plan

Tax Collection held at 98.4%

Wage increases are tied to  
contracts

Health Insurance at 7-8%

Pensions Funded at ADC

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND MILL RATE CALCULATION

|   | ----- 5 YEAR FINANCIAL PLAN ----- |  |  |                      |  |  |  |  |                      |
|---|-----------------------------------|--|--|----------------------|--|--|--|--|----------------------|
|   | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL                                    | FY 23<br>BUDGET                              | FY 23<br>FORECAST    | FY 24<br>BUDGET                        | FY 25<br>FORECAST                            | FY 26<br>FORECAST                            | FY 27<br>FORECAST                            | FY 28<br>FORECAST    |
| <b>TOTAL EXPENDITURES</b>                   | <b>160,633,564</b>                | <b>165,342,474</b>                                 | <b>168,362,036</b>                           | <b>166,910,328</b>   | <b>173,904,053</b>                     | <b>180,566,642</b>                           | <b>183,324,923</b>                           | <b>186,674,443</b>                           | <b>190,777,876</b>   |
| <b>TOTAL REVENUES</b>                       | <b>164,577,637</b>                | <b>165,710,761</b>                                 | <b>168,362,036</b>                           | <b>170,912,898</b>   | <b>173,904,053</b>                     | <b>180,566,642</b>                           | <b>183,324,923</b>                           | <b>186,674,443</b>                           | <b>190,777,876</b>   |
| NET GL - MOTOR VEHICLE                      | 276,734,340                       | 287,802,252 <span style="color: green;">▲</span>   | 367,793,440                                  | 367,793,440          | 398,182,510                            | 402,164,335                                  | 406,185,978                                  | 410,247,838                                  | 414,350,316          |
| NET GL - REAL ESTATE / PP                   | 2,442,383,215                     | 2,743,827,411 <span style="color: green;">▲</span> | 2,757,832,973                                | 2,757,832,973        | 2,775,733,566                          | 2,780,798,923                                | 2,786,776,229                                | 2,789,089,614                                | 2,790,579,564        |
| <b>NET GRAND LIST</b>                       | <b>2,719,117,555</b>              | <b>3,031,629,663</b>                               | <b>3,125,626,413</b>                         | <b>3,125,626,413</b> | <b>3,173,916,076</b>                   | <b>3,182,963,258</b>                         | <b>3,192,962,207</b>                         | <b>3,199,337,452</b>                         | <b>3,204,929,880</b> |
| GROSS TAX LEVY - MV                         |                                   |  | 10,780,026                                   |                      | 11,730,457                             | 11,815,588                                   | 11,929,682                                   | 12,048,979                                   | 12,148,751           |
| GROSS TAX LEVY - R/E, PP                    |                                   |  | 93,299,643                                   |                      | 96,625,556                             | 103,256,531                                  | 106,072,815                                  | 109,284,691                                  | 113,157,993          |
| GROSS TAX LEVY                              |                                   |  | 104,079,668                                  |                      | 108,356,013                            | 115,072,119                                  | 118,002,497                                  | 121,333,670                                  | 125,306,745          |
| COLLECTION RATE                             |                                   |  | 98.40%                                       |                      | 98.40%                                 | 98.40%                                       | 98.40%                                       | 98.40%                                       | 98.40%               |
| TOTAL CURRENT TAX                           |                                   |  | 102,414,394                                  |                      | 106,622,316                            | 113,230,965                                  | 116,114,457                                  | 119,392,331                                  | 123,301,837          |
| <b>CAPITAL &amp; NON-RECURRING</b>          |                                   |  |  |                      |  |  |  |  |                      |
| CAPITAL & NON-RECURRING                     |                                   |  | 462,045 <span style="color: green;">▲</span> |                      | - <span style="color: green;">▲</span> | 265,364 <span style="color: green;">▲</span> | 273,325 <span style="color: green;">▲</span> | 281,525 <span style="color: green;">▲</span> | 455,000              |
| CAPITAL & NON-RECURRING MILL RATE           |                                   |  | 0.15   |                      | 0.00                                   | 0.08   | 0.09   | 0.09   | 0.14                 |
| <b>MILL RATE CALCULATION</b>                |                                   |  |  |                      |  |  |  |  |                      |
| <b>MILL RATE - MV</b>                       |                                   |  | <b>29.31</b>                                 |                      | <b>29.46</b>                           | <b>29.38</b>                                 | <b>29.37</b>                                 | <b>29.37</b>                                 | <b>29.32</b>         |
| <b>MILL RATE - R/E, PP</b>                  |                                   |  | <b>33.85</b>                                 |                      | <b>34.81</b>                           | <b>37.13</b>                                 | <b>38.06</b>                                 | <b>39.18</b>                                 | <b>40.55</b>         |
| <b>MILL RATE - CAPITAL &amp; NON RECUR.</b> |                                   |  | <b>0.15</b>                                  |                      | <b>0.00</b>                            | <b>0.08</b>                                  | <b>0.09</b>                                  | <b>0.09</b>                                  | <b>0.14</b>          |
| <b>TOTAL MILL RATE - MV</b>                 |                                   |  | <b>29.46</b>                                 |                      | <b>29.46</b>                           | <b>29.46</b>                                 | <b>29.46</b>                                 | <b>29.46</b>                                 | <b>29.46</b>         |
| <b>TOTAL MILL RATE - R/E, PP</b>            |                                   |  | <b>34.00</b>                                 |                      | <b>34.81</b>                           | <b>37.21</b>                                 | <b>38.15</b>                                 | <b>39.27</b>                                 | <b>40.69</b>         |
| MILL RATE CHANGE                            |                                   |  | -  |                      | 0.81                                   | 2.40   | 0.94   | 1.12   | 1.42                 |
| TAX REVENUE GROWTH                          |                                   |  | 0.5%   |                      | 4.1%                                   | 6.2%   | 2.5%   | 2.8%   | 3.3%                 |

# FIVE YEAR FINANCIAL PLAN - GENERAL FUND

## REVENUE & EXPENDITURE SUMMARY

|  | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|--|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL    | FY 23<br>BUDGET    | FY 23<br>FORECAST  | FY 24<br>BUDGET    | FY 25<br>FORECAST  | FY 26<br>FORECAST  | FY 27<br>FORECAST  | FY 28<br>FORECAST  |
| <b>REVENUES:</b>                             |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Current Property Tax Levy                    | 99,382,228                        | 101,710,305        | 102,414,394        | 102,414,474        | 106,622,316        | 113,230,965        | 116,114,457        | 119,392,331        | 123,301,837        |
| Non Current Taxes                            | 2,477,002                         | 2,598,895          | 1,773,000          | 1,985,000          | 1,950,000          | 1,965,000          | 1,980,450          | 1,996,364          | 2,012,754          |
| Interest & Lien Fees                         | 936,224                           | 1,028,501          | 832,552            | 776,000            | 966,000            | 970,740            | 975,622            | 980,651            | 985,830            |
| Licenses & Permits                           | 1,585,674                         | 1,473,339          | 1,732,107          | 1,918,550          | 1,646,750          | 1,661,163          | 1,667,257          | 1,669,796          | 1,670,746          |
| Fines, Forfeits & Penalties                  | 379,842                           | 244,023            | 261,491            | 111,500            | 169,000            | 268,095            | 266,906            | 270,040            | 270,398            |
| Use Of Money/Property                        | 138,584                           | 153,805            | 80,611             | 1,630,071          | 1,286,000          | 777,418            | 584,095            | 633,230            | 755,660            |
| From Other Agencies                          | 55,293,755                        | 55,838,541         | 56,271,909         | 57,303,265         | 56,498,193         | 56,493,193         | 56,493,193         | 56,493,193         | 56,493,193         |
| Charges - Current Services                   | 1,161,687                         | 2,192,833          | 1,980,400          | 1,680,304          | 1,704,000          | 1,802,726          | 1,826,862          | 1,794,661          | 1,794,663          |
| Other Revenues                               | 2,389,997                         | 2,663,665          | 2,281,568          | 2,359,730          | 2,552,369          | 2,742,342          | 2,777,205          | 2,814,253          | 2,871,820          |
| Other Financing Sources                      | 732,644                           | 160,335            | 734,004            | 734,004            | 509,425            | 655,000            | 638,875            | 629,925            | 620,975            |
| <b>Total Operational Revenues</b>            | <b>164,477,637</b>                | <b>168,064,242</b> | <b>168,362,036</b> | <b>170,912,898</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |
| <b>EXPENDITURES:</b>                         |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| General Government                           | 2,042,606                         | 2,002,053          | 2,581,588          | 2,228,741          | 2,559,149          | 2,605,650          | 2,659,069          | 2,713,622          | 2,769,330          |
| Planning & Development                       | 741,286                           | 902,727            | 1,376,349          | 1,015,616          | 1,365,925          | 1,507,944          | 1,538,722          | 1,570,132          | 1,602,193          |
| Finance                                      | 2,613,708                         | 2,900,985          | 3,020,213          | 3,240,179          | 3,350,254          | 3,504,725          | 3,587,859          | 3,673,271          | 3,761,027          |
| Public Safety                                | 15,977,280                        | 17,142,785         | 17,311,991         | 18,024,809         | 17,956,577         | 19,729,536         | 20,185,110         | 20,653,118         | 21,133,972         |
| Public Works                                 | 11,235,175                        | 11,868,089         | 12,559,134         | 12,010,681         | 14,438,884         | 14,745,353         | 15,006,385         | 15,325,687         | 15,652,141         |
| Human Resources                              | 1,464,964                         | 2,007,235          | 2,464,056          | 2,308,583          | 2,624,827          | 2,652,295          | 2,706,873          | 2,762,585          | 2,819,454          |
| Library                                      | 1,321,680                         | 1,435,692          | 1,575,374          | 1,575,374          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          |
| Board Of Education                           | 87,160,421                        | 89,648,222         | 89,960,421         | 89,960,421         | 89,960,421         | 91,460,421         | 93,110,421         | 94,910,421         | 96,410,421         |
| Operating Charges                            | 17,368,171                        | 18,606,923         | 19,655,714         | 21,225,358         | 23,059,522         | 25,052,430         | 26,624,378         | 28,031,457         | 29,967,005         |
| Debt Service                                 | 18,132,932                        | 17,900,579         | 14,628,695         | 12,644,067         | 14,358,925         | 15,424,624         | 13,711,323         | 12,698,223         | 12,325,234         |
| Contingency/Other                            | 2,575,341                         | 927,184            | 3,228,500          | 2,676,500          | 2,604,570          | 2,258,664          | 2,569,783          | 2,710,928          | 2,712,100          |
| <b>Total Expenditures</b>                    | <b>160,633,564</b>                | <b>165,342,474</b> | <b>168,362,036</b> | <b>166,910,328</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |
| <b>Surplus/(Deficit) w/o Restruct. Funds</b> | <b>3,844,073</b>                  | <b>2,721,768</b>   | <b>-</b>           | <b>4,002,570</b>   | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| Municipal Restructuring Funds                | 100,000                           | -                  |                    |                    |                    |                    |                    |                    |                    |
| <b>Final Surplus/(Deficit)</b>               | <b>3,944,073</b>                  | <b>2,721,768</b>   | <b>-</b>           | <b>4,002,570</b>   | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| BEGINNING FUND BALANCE                       | 1,722,294                         | 5,666,367          | 8,388,135          | 8,388,135          | 12,390,705         | 12,390,705         | 12,390,705         | 12,390,705         | 12,390,705         |
| SURPLUS/(DEFICIT)                            | 3,944,073                         | 2,721,768          | -                  | 4,002,570          | -                  | -                  | -                  | -                  | -                  |
| FUND BALANCE ADJUSTMENT                      |                                   |                    | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| <b>ENDING FUND BALANCE</b>                   | <b>5,666,367</b>                  | <b>8,388,135</b>   | <b>8,388,135</b>   | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  |
| <b>FUND BALANCE % OF TOTAL EXP.</b>          | <b>3.53%</b>                      | <b>5.07%</b>       | <b>5.02%</b>       | <b>7.42%</b>       | <b>7.13%</b>       | <b>6.86%</b>       | <b>6.76%</b>       | <b>6.64%</b>       | <b>6.49%</b>       |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
MITIGATION MEASURES**

|                                     | FY 24<br>FORECAST | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Total Operational Revenues</b>   | 173,904,053       | 180,566,642       | 183,324,923       | 186,674,443       | 190,777,876       |
| <b>Total Expenditures</b>           | 173,904,053       | 180,566,642       | 183,324,923       | 186,674,443       | 190,777,876       |
| <b>Final Surplus/(Deficit)</b>      | -                 | -                 | -                 | -                 | -                 |
| <b>ENDING FUND BALANCE</b>          | 12,390,705        | 12,390,705        | 12,390,705        | 12,390,705        | 12,390,705        |
| <b>FUND BALANCE % OF TOTAL EXP.</b> | 7.13%             | 6.86%             | 6.76%             | 6.64%             | 6.49%             |

**Mitigating Factors**

Revenues

|   |   |        |           |           |           |
|---|---|--------|-----------|-----------|-----------|
| Parking Revenue - Conservancy & Additional Streets and Lots | - | 50,000 | 100,000   | 150,000   | 200,000   |
| Adjust Grand List by 3% Increase in revaluation year        | - | -      | 3,182,184 | 3,278,541 | 3,394,740 |

Expenditures

|  |         |         |         |         |         |
|--|---------|---------|---------|---------|---------|
| Adjust attrition based on historical vacancies offset by OT  | 398,901 | 646,817 | 660,405 | 675,659 | 691,254 |
| Utilize ARPA funds to decrease gap in Internal Service Funds | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| Debt Service Projection as of November 2023                  | 942,993 | -       | -       | -       | -       |

|   |           |           |           |           |           |
|---|-----------|-----------|-----------|-----------|-----------|
| <b>Revised Surplus after Mitigation Factors</b> | 1,741,894 | 1,096,817 | 4,342,590 | 4,504,200 | 4,685,994 |
| As a % of Expenditures                          | 1.00%     | 0.61%     | 2.37%     | 2.41%     | 2.46%     |
| In Mills  | 0.56      | 0.35      | 1.38      | 1.43      | 1.49      |

**Budget Mitigation Measures**

Short-Term Measures

|   |         |         |         |         |         |
|---|---------|---------|---------|---------|---------|
| Grants Consultant - Federal Opportunities | 174,765 | 352,387 | 670,497 | 674,499 | 669,811 |
| Legacy Telephone Line Audit               | 50,000  | 100,000 | 100,000 | 100,000 | 100,000 |
| Changes to Fee Structure                  | 124,765 | -       | 50,000  | 50,000  | 50,000  |
|   | 124,765 | 252,387 | 520,497 | 524,499 | 519,811 |

Long-Term Measures

|   |   |         |           |           |           |
|---|---|---------|-----------|-----------|-----------|
| Grants Coordinator - Targeted Opportunities to fund Operating Costs | - | 500,000 | 1,000,000 | 1,500,000 | 2,000,000 |
| Workers Compensation Reduction Strategies                           |   |         |           |           |           |
| General Liabilities - Reduce Cost of Claims                         |   |         |           |           |           |
| Energy Efficiency Projects  |   |         |           |           |           |
| Economic Development Efforts  |   |         |           |           |           |

|  |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|
| <b>Revised Surplus after All Mitigation Measures</b> | 1,916,658 | 1,949,204 | 6,013,087 | 6,678,698 | 7,355,805 |
| As a % of Expenditures                               | 1.10%     | 1.08%     | 3.28%     | 3.58%     | 3.86%     |
| In Mills   | 0.61      | 0.62      | 1.91      | 2.12      | 2.33      |

Factors Accumulate Surplus of \$16.4M in 5 years.

Accumulated Surplus of \$23.9M in 5 years.

**Note: Planned uses for generated surplus are, OPEB, GF Balance, Internal Service Fund Balances.**

# City of West Haven FY 2024 - 2028 5-Year Plan

## 5-Year Capital Plan

The 5-Year Capital Plan provides funding for: Washington School Rebuild; Annual Replacement of 6 Police Vehicles; Street Paving and Sidewalk repairs; Obsolescence and Maintenance of Facilities and Equipment; Sewer Plant, Outfall, Hardening, Pipes, and Pumps Projects; IT Security Maintenance and Upgrades.

Sewer Projects will cost \$124.5M over the period and will be funded by Grants: FEMA-\$57.4M; CWF-\$9.0M; CWF Loans-\$36.1M, Bonding-\$19.1M.

The Plan assumes a 3<sup>rd</sup> party will handle construction and operation of a Biosolids Disposal Treatment Plan (\$30M).

It is anticipated that the elimination of hauling fees replaced by treatment fees charged by the 3<sup>rd</sup> party will result in savings.

Debt Service has been calculated in the 5-Year Plan to reflect all elements of the 5-Year Capital Plan.

## FIVE YEAR FINANCIAL PLAN CAPITAL NEEDS AND FUNDING SOURCE

| Funding Source                 | FY24                 | FY25                 | FY26                 | FY27                 | FY28                 |
|--------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| LOCIP                          | \$ 700,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           | \$ 500,000           |
| Bonding                        | \$ 12,450,900        | \$ 8,043,000         | \$ 17,334,970        | \$ 15,982,822        | \$ 9,886,316         |
| Clean Water Fund Loan          | \$ 2,217,600         | \$ 7,583,280         | \$ 8,950,400         | \$ 10,913,600        | \$ 6,460,800         |
| Clean Water Fund Grant         | \$ 554,400           | \$ 1,895,820         | \$ 2,237,600         | \$ 2,728,400         | \$ 1,615,200         |
| FEMA Grant                     | \$ 750,000           | \$ 3,750,000         | \$ 26,250,000        | \$ 22,875,000        | \$ 3,750,000         |
| Town of Orange                 | \$ 660,000           | \$ 1,380,900         | \$ 252,000           | \$ 348,000           | \$ 174,000           |
| Capital Non-Recurring          | \$ -                 | \$ 254,000           | \$ 145,000           | \$ 100,000           | \$ 455,000           |
| <b>Total Requested Capital</b> | <b>\$ 17,332,900</b> | <b>\$ 23,407,000</b> | <b>\$ 55,669,970</b> | <b>\$ 53,447,822</b> | <b>\$ 22,841,316</b> |

|                |                      |                      |                      |                      |                      |
|----------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Bonds/Loans    | \$ 14,668,500        | \$ 15,880,280        | \$ 26,430,370        | \$ 26,996,422        | \$ 16,802,116        |
| Grants         | \$ 2,004,400         | \$ 6,145,820         | \$ 28,987,600        | \$ 26,103,400        | \$ 5,865,200         |
| Town of Orange | \$ 660,000           | \$ 1,380,900         | \$ 252,000           | \$ 348,000           | \$ 174,000           |
|                | <b>\$ 17,332,900</b> | <b>\$ 23,407,000</b> | <b>\$ 55,669,970</b> | <b>\$ 53,447,822</b> | <b>\$ 22,841,316</b> |

| Department              | FY24                 | FY25                 | FY26                 | FY27                 | FY28                 |
|-------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| AFD                     | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Board of Education      | \$ 8,829,900         | \$ 2,628,000         | \$ 2,946,000         | \$ 1,898,000         | \$ 2,268,000         |
| Building                | \$ 180,000           | \$ 180,000           | \$ 680,000           | \$ 1,500,000         | \$ 1,500,000         |
| General Government      | \$ -                 | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000           |
| Information Technology  | \$ 115,000           | \$ 214,000           | \$ 45,000            | \$ 25,000            | \$ 460,000           |
| Parks & Recreation      | \$ 100,000           | \$ 150,000           | \$ 300,000           | \$ 400,000           | \$ 400,000           |
| Police                  | \$ 634,000           | \$ 674,000           | \$ 686,720           | \$ 699,822           | \$ 713,316           |
| Public Works            | \$ 3,042,000         | \$ 3,601,000         | \$ 4,472,250         | \$ 4,335,000         | \$ 4,150,000         |
| Water Pollution Control | \$ 4,432,000         | \$ 15,860,000        | \$ 46,440,000        | \$ 44,490,000        | \$ 13,250,000        |
|                         | <b>\$ 17,332,900</b> | <b>\$ 23,407,000</b> | <b>\$ 55,669,970</b> | <b>\$ 53,447,822</b> | <b>\$ 22,841,316</b> |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
MILL RATE CALCULATION**

|                                    | ----- 5 YEAR FINANCIAL PLAN ----- |                      |                      |                      |                      |                      |                      |                      |                      |
|------------------------------------|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|                                    | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL      | FY 23<br>BUDGET      | FY 23<br>FORECAST    | FY 24<br>BUDGET      | FY 25<br>FORECAST    | FY 26<br>FORECAST    | FY 27<br>FORECAST    | FY 28<br>FORECAST    |
| <b>TOTAL EXPENDITURES</b>          | <b>160,633,564</b>                | <b>165,342,474</b>   | <b>168,362,036</b>   | <b>166,910,328</b>   | <b>173,904,053</b>   | <b>180,566,642</b>   | <b>183,324,923</b>   | <b>186,674,443</b>   | <b>190,777,876</b>   |
| <b>TOTAL REVENUES</b>              | <b>164,577,637</b>                | <b>165,710,761</b>   | <b>168,362,036</b>   | <b>170,912,898</b>   | <b>173,904,053</b>   | <b>180,566,642</b>   | <b>183,324,923</b>   | <b>186,674,443</b>   | <b>190,777,876</b>   |
| NET GL - MOTOR VEHICLE             | 276,734,340                       | 287,802,252          | 367,793,440          | 367,793,440          | 398,182,510          | 402,164,335          | 406,185,978          | 410,247,838          | 414,350,316          |
| NET GL - REAL ESTATE / PP          | 2,442,383,215                     | 2,743,827,411        | 2,757,832,973        | 2,757,832,973        | 2,775,733,566        | 2,780,798,923        | 2,786,776,229        | 2,789,089,614        | 2,790,579,564        |
| <b>NET GRAND LIST</b>              | <b>2,719,117,555</b>              | <b>3,031,629,663</b> | <b>3,125,626,413</b> | <b>3,125,626,413</b> | <b>3,173,916,076</b> | <b>3,182,963,258</b> | <b>3,192,962,207</b> | <b>3,199,337,452</b> | <b>3,204,929,880</b> |
| GROSS TAX LEVY - MV                |                                   |                      | 10,780,026           |                      | 11,730,457           | 11,815,588           | 11,929,682           | 12,048,979           | 12,148,751           |
| GROSS TAX LEVY - R/E, PP           |                                   |                      | 93,299,643           |                      | 96,625,556           | 103,256,531          | 106,072,815          | 109,284,691          | 113,157,993          |
| GROSS TAX LEVY                     |                                   |                      | 104,079,668          |                      | 108,356,013          | 115,072,119          | 118,002,497          | 121,333,670          | 125,306,745          |
| COLLECTION RATE                    |                                   |                      | 98.40%               |                      | 98.40%               | 98.40%               | 98.40%               | 98.40%               | 98.40%               |
| TOTAL CURRENT TAX                  |                                   |                      | 102,414,394          |                      | 106,622,316          | 113,230,965          | 116,114,457          | 119,392,331          | 123,301,837          |
| <b>CAPITAL &amp; NON-RECURRING</b> |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| CAPITAL & NON-RECURRING            |                                   |                      | 462,045              |                      | -                    | 265,364              | 273,325              | 281,525              | 455,000              |
| CAPITAL & NON-RECURRING MILL RATE  |                                   |                      | 0.15                 |                      | 0.00                 | 0.08                 | 0.09                 | 0.09                 | 0.14                 |
| <b>MILL RATE CALCULATION</b>       |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| MILL RATE - MV                     |                                   |                      | 29.31                |                      | 29.46                | 29.38                | 29.37                | 29.37                | 29.32                |
| MILL RATE - R/E, PP                |                                   |                      | 33.85                |                      | 34.81                | 37.13                | 38.06                | 39.18                | 40.55                |
| MILL RATE - CAPITAL & NON RECUR.   |                                   |                      | 0.15                 |                      | 0.00                 | 0.08                 | 0.09                 | 0.09                 | 0.14                 |
| <b>TOTAL MILL RATE - MV</b>        |                                   |                      | <b>29.46</b>         |                      | <b>29.46</b>         | <b>29.46</b>         | <b>29.46</b>         | <b>29.46</b>         | <b>29.46</b>         |
| <b>TOTAL MILL RATE - R/E, PP</b>   |                                   |                      | <b>34.00</b>         |                      | <b>34.81</b>         | <b>37.21</b>         | <b>38.15</b>         | <b>39.27</b>         | <b>40.69</b>         |
| MILL RATE CHANGE                   |                                   |                      | -                    |                      | 0.81                 | 2.40                 | 0.94                 | 1.12                 | 1.42                 |
| TAX REVENUE GROWTH                 |                                   |                      | 0.5%                 |                      | 4.1%                 | 6.2%                 | 2.5%                 | 2.8%                 | 3.3%                 |
| <b>MILL RATE BY DISTRICT</b>       |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| <b>CENTER FIRE DISTRICT</b>        |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| DISTRICT MILL RATE                 |                                   |                      | 11.60                |                      | 11.70                | 12.00                | 12.33                | 12.79                | 13.29                |
| TOTAL MILL RATE                    |                                   |                      | 45.60                |                      | 46.51                | 49.21                | 50.49                | 52.06                | 53.98                |
| <b>WEST SHORE FIRE DISTRICT</b>    |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| DISTRICT MILL RATE                 |                                   |                      | 10.29                |                      | 10.29                | 10.56                | 10.85                | 11.25                | 11.69                |
| TOTAL MILL RATE                    |                                   |                      | 44.29                |                      | 45.10                | 47.77                | 49.00                | 50.52                | 52.38                |
| <b>ALLINGTOWN FIRE DISTRICT</b>    |                                   |                      |                      |                      |                      |                      |                      |                      |                      |
| DISTRICT MILL RATE                 |                                   |                      | 11.61                |                      | 11.61                | 11.91                | 12.24                | 12.69                | 13.19                |
| TOTAL MILL RATE                    |                                   |                      | 45.61                |                      | 46.42                | 49.12                | 50.39                | 51.96                | 53.88                |



**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
REVENUE & EXPENDITURE SUMMARY**

|  | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|--|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL    | FY 23<br>BUDGET    | FY 23<br>FORECAST  | FY 24<br>BUDGET    | FY 25<br>FORECAST  | FY 26<br>FORECAST  | FY 27<br>FORECAST  | FY 28<br>FORECAST  |
| <b>REVENUES:</b>                             |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Current Property Tax Levy                    | 99,382,228                        | 101,710,305        | 102,414,394        | 102,414,474        | 106,622,316        | 113,230,965        | 116,114,457        | 119,392,331        | 123,301,837        |
| Non Current Taxes                            | 2,477,002                         | 2,598,895          | 1,773,000          | 1,985,000          | 1,950,000          | 1,965,000          | 1,980,450          | 1,996,364          | 2,012,754          |
| Interest & Lien Fees                         | 936,224                           | 1,028,501          | 832,552            | 776,000            | 966,000            | 970,740            | 975,622            | 980,651            | 985,830            |
| Licenses & Permits                           | 1,585,674                         | 1,473,339          | 1,732,107          | 1,918,550          | 1,646,750          | 1,661,163          | 1,667,257          | 1,669,796          | 1,670,746          |
| Fines, Forfeits & Penalties                  | 379,842                           | 244,023            | 261,491            | 111,500            | 169,000            | 268,095            | 266,906            | 270,040            | 270,398            |
| Use Of Money/Property                        | 138,584                           | 153,805            | 80,611             | 1,630,071          | 1,286,000          | 777,418            | 584,095            | 633,230            | 755,660            |
| From Other Agencies                          | 55,293,755                        | 55,838,541         | 56,271,909         | 57,303,265         | 56,498,193         | 56,493,193         | 56,493,193         | 56,493,193         | 56,493,193         |
| Charges - Current Services                   | 1,161,687                         | 2,192,833          | 1,980,400          | 1,680,304          | 1,704,000          | 1,802,726          | 1,826,862          | 1,794,661          | 1,794,663          |
| Other Revenues                               | 2,389,997                         | 2,663,665          | 2,281,568          | 2,359,730          | 2,552,369          | 2,742,342          | 2,777,205          | 2,814,253          | 2,871,820          |
| Other Financing Sources                      | 732,644                           | 160,335            | 734,004            | 734,004            | 509,425            | 655,000            | 638,875            | 629,925            | 620,975            |
| <b>Total Operational Revenues</b>            | <b>164,477,637</b>                | <b>168,064,242</b> | <b>168,362,036</b> | <b>170,912,898</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |
| <b>EXPENDITURES:</b>                         |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| General Government                           | 2,042,606                         | 2,002,053          | 2,581,588          | 2,228,741          | 2,559,149          | 2,605,650          | 2,659,069          | 2,713,622          | 2,769,330          |
| Planning & Development                       | 741,286                           | 902,727            | 1,376,349          | 1,015,616          | 1,365,925          | 1,507,944          | 1,538,722          | 1,570,132          | 1,602,193          |
| Finance                                      | 2,613,708                         | 2,900,985          | 3,020,213          | 3,240,179          | 3,350,254          | 3,504,725          | 3,587,859          | 3,673,271          | 3,761,027          |
| Public Safety                                | 15,977,280                        | 17,142,785         | 17,311,991         | 18,024,809         | 17,956,577         | 19,729,536         | 20,185,110         | 20,653,118         | 21,133,972         |
| Public Works                                 | 11,235,175                        | 11,868,089         | 12,559,134         | 12,010,681         | 14,438,884         | 14,745,353         | 15,006,385         | 15,325,687         | 15,652,141         |
| Human Resources                              | 1,464,964                         | 2,007,235          | 2,464,056          | 2,308,583          | 2,624,827          | 2,652,295          | 2,706,873          | 2,762,585          | 2,819,454          |
| Library                                      | 1,321,680                         | 1,435,692          | 1,575,374          | 1,575,374          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          |
| Board Of Education                           | 87,160,421                        | 89,648,222         | 89,960,421         | 89,960,421         | 89,960,421         | 91,460,421         | 93,110,421         | 94,910,421         | 96,410,421         |
| Operating Charges                            | 17,368,171                        | 18,606,923         | 19,655,714         | 21,225,358         | 23,059,522         | 25,052,430         | 26,624,378         | 28,031,457         | 29,967,005         |
| Debt Service                                 | 18,132,932                        | 17,900,579         | 14,628,695         | 12,644,067         | 14,358,925         | 15,424,624         | 13,711,323         | 12,698,223         | 12,325,234         |
| Contingency/Other                            | 2,575,341                         | 927,184            | 3,228,500          | 2,676,500          | 2,604,570          | 2,258,664          | 2,569,783          | 2,710,928          | 2,712,100          |
| <b>Total Expenditures</b>                    | <b>160,633,564</b>                | <b>165,342,474</b> | <b>168,362,036</b> | <b>166,910,328</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |
| <b>Surplus/(Deficit) w/o Restruct. Funds</b> | <b>3,844,073</b>                  | <b>2,721,768</b>   | <b>-</b>           | <b>4,002,570</b>   | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| Municipal Restructuring Funds                | 100,000                           | -                  |                    |                    |                    |                    |                    |                    |                    |
| <b>Final Surplus/(Deficit)</b>               | <b>3,944,073</b>                  | <b>2,721,768</b>   | <b>-</b>           | <b>4,002,570</b>   | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| BEGINNING FUND BALANCE                       | 1,722,294                         | 5,666,367          | 8,388,135          | 8,388,135          | 12,390,705         | 12,390,705         | 12,390,705         | 12,390,705         | 12,390,705         |
| SURPLUS/(DEFICIT)                            | 3,944,073                         | 2,721,768          | -                  | 4,002,570          | -                  | -                  | -                  | -                  | -                  |
| FUND BALANCE ADJUSTMENT                      | -                                 | -                  | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| <b>ENDING FUND BALANCE</b>                   | <b>5,666,367</b>                  | <b>8,388,135</b>   | <b>8,388,135</b>   | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  | <b>12,390,705</b>  |
| <b>FUND BALANCE % OF TOTAL EXP.</b>          | <b>3.53%</b>                      | <b>5.07%</b>       | <b>5.02%</b>       | <b>7.42%</b>       | <b>7.13%</b>       | <b>6.86%</b>       | <b>6.76%</b>       | <b>6.64%</b>       | <b>6.49%</b>       |



## FIVE YEAR FINANCIAL PLAN - GENERAL FUND MITIGATION MEASURES

|                                     | FY 24<br>FORECAST | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Total Operational Revenues</b>   | 173,904,053       | 180,566,642       | 183,324,923       | 186,674,443       | 190,777,876       |
| <b>Total Expenditures</b>           | 173,904,053       | 180,566,642       | 183,324,923       | 186,674,443       | 190,777,876       |
| <b>Final Surplus/(Deficit)</b>      | -                 | -                 | -                 | -                 | -                 |
| <b>ENDING FUND BALANCE</b>          | 12,390,705        | 12,390,705        | 12,390,705        | 12,390,705        | 12,390,705        |
| <b>FUND BALANCE % OF TOTAL EXP.</b> | 7.13%             | 6.86%             | 6.76%             | 6.64%             | 6.49%             |

### Mitigating Factors

#### Revenues

|   |   |        |           |           |           |
|---|---|--------|-----------|-----------|-----------|
| Parking Revenue - Conservancy & Additional Streets and Lots | - | 50,000 | 100,000   | 150,000   | 200,000   |
| Adjust Grand List by 3% Increase in revaluation year        | - | -      | 3,182,184 | 3,278,541 | 3,394,740 |

#### Expenditures

|  |         |         |         |         |         |
|--|---------|---------|---------|---------|---------|
| Adjust attrition based on historical vacancies offset by OT  | 398,901 | 646,817 | 660,405 | 675,659 | 691,254 |
| Utilize ARPA funds to decrease gap in Internal Service Funds | 400,000 | 400,000 | 400,000 | 400,000 | 400,000 |
| Debt Service Projection as of November 2023                  | 942,993 | -       | -       | -       | -       |

|   |           |           |           |           |           |
|---|-----------|-----------|-----------|-----------|-----------|
| <b>Revised Surplus after Mitigation Factors</b> | 1,741,894 | 1,096,817 | 4,342,590 | 4,504,200 | 4,685,994 |
| As a % of Expenditures                          | 1.00%     | 0.61%     | 2.37%     | 2.41%     | 2.46%     |
| In Mills  | 0.56      | 0.35      | 1.38      | 1.43      | 1.49      |

### Budget Mitigation Measures

#### Short-Term Measures

|   |         |         |         |         |         |
|---|---------|---------|---------|---------|---------|
| Grants Consultant - Federal Opportunities | 174,765 | 352,387 | 670,497 | 674,499 | 669,811 |
| Legacy Telephone Line Audit               | 50,000  | 100,000 | 100,000 | 100,000 | 100,000 |
| Changes to Fee Structure                  | 124,765 | -       | 50,000  | 50,000  | 50,000  |
|   | 124,765 | 252,387 | 520,497 | 524,499 | 519,811 |

#### Long-Term Measures

|   |   |         |           |           |           |
|---|---|---------|-----------|-----------|-----------|
| Grants Coordinator - Targeted Opportunities to fund Operating Costs | - | 500,000 | 1,000,000 | 1,500,000 | 2,000,000 |
| Workers Compensation Reduction Strategies                           |   |         |           |           |           |
| General Liabilities - Reduce Cost of Claims                         |   |         |           |           |           |
| Energy Efficiency Projects  |   |         |           |           |           |
| Economic Development Efforts  |   |         |           |           |           |

|  |           |           |           |           |           |
|--|-----------|-----------|-----------|-----------|-----------|
| <b>Revised Surplus after All Mitigation Measures</b> | 1,916,658 | 1,949,204 | 6,013,087 | 6,678,698 | 7,355,805 |
| As a % of Expenditures                               | 1.10%     | 1.08%     | 3.28%     | 3.58%     | 3.86%     |
| In Mills   | 0.61      | 0.62      | 1.91      | 2.12      | 2.33      |

**Note: Planned uses for generated surplus are, OPEB, GF Balance, Internal Service Fund Balances.**

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND GRAND LIST PROJECTIONS

| Assessment                                 | ----- 5 YEAR FINANCIAL PLAN ----- |                      |                      |                      |                      |                      |                      |                      |
|--|-----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
|  | FY 21                             | FY 22                | FY 23                | FY 24                | FY 25                | FY 26                | FY 27                | FY 28                |
| Net GL - Motor Vehicle                     | 276,734,340                       | 287,802,252          | 367,793,440          | 398,182,510          | 402,164,335          | 406,185,978          | 410,247,838          | 414,350,316          |
| Growth Factor                              | 3.68%                             | 4.00%                | 27.79%               | 8.26%                | 1.00%                | 1.00%                | 1.00%                | 1.00%                |
| Real Estate/Personal Property              | 2,442,383,215                     | 2,743,827,411        | 2,757,832,973        | 2,775,733,566        | 2,777,121,433        | 2,778,509,994        | 2,779,899,249        | 2,781,289,199        |
| Growth Factor                              | 1.08%                             | 12.34%               | 0.51%                | 0.65%                | 0.050%               | 0.050%               | 0.050%               | 0.050%               |
| Development Impact - Stiles School         | -                                 |                      | -                    | -                    | 500,000              | 2,000,000            | 2,000,000            | 2,000,000            |
| Development Impact - Thompson School       | -                                 |                      | -                    | -                    | 500,000              | 2,000,000            | 2,000,000            | 2,000,000            |
| Development Impact - Blake                 | -                                 |                      | -                    | -                    | 500,000              | 1,000,000            | 1,500,000            | 1,600,000            |
| Tax Abatement Impact - Forest Manor        | -                                 |                      | -                    | -                    | 1,329,230            | 1,993,845            | 1,993,845            | 1,993,845            |
| Tax Abatement Impact - Park View           | -                                 |                      | -                    | -                    | 848,260              | 1,272,390            | 1,696,520            | 1,696,520            |
| Real Estate/Personal Property Total        | 2,442,383,215                     | 2,743,827,411        | 2,757,832,973        | 2,775,733,566        | 2,780,798,923        | 2,786,776,229        | 2,789,089,614        | 2,790,579,564        |
| <b>Total Net Grand List</b>                | <b>2,719,117,555</b>              | <b>3,031,629,663</b> | <b>3,125,626,413</b> | <b>3,173,916,076</b> | <b>3,182,963,258</b> | <b>3,192,962,207</b> | <b>3,199,337,452</b> | <b>3,204,929,880</b> |
| <b>Prior Year Assumptions</b>              |                                   |                      |                      | <b>3,134,360,753</b> | <b>3,145,043,818</b> | <b>3,150,600,105</b> | <b>3,155,770,470</b> |                      |
| No impact assumed for FY 2024 Revaluation. |                                   |                      |                      |                      |                      |                      |                      |                      |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND REVENUE PROJECTIONS

|  | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|--|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL    | FY 23<br>BUDGET    | FY 23<br>FORECAST  | FY 24<br>BUDGET    | FY 25<br>FORECAST  | FY 26<br>FORECAST  | FY 27<br>FORECAST  | FY 28<br>FORECAST  |
| <b>CURRENT PROPERTY TAX LEVY</b>       |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Current Property Tax Levy - MV         | 10,042,667                        | 10,679,582         | 10,607,545         | 10,553,259         | 11,542,769         | 11,626,539         | 11,738,807         | 11,856,195         | 11,954,371         |
| Current Property Tax Levy - R/E, PP    | 89,339,560                        | 91,030,723         | 91,806,849         | 91,861,215         | 95,079,547         | 101,604,426        | 104,375,650        | 107,536,136        | 111,347,466        |
| <b>Subtotal</b>                        | <b>99,382,228</b>                 | <b>101,710,305</b> | <b>102,414,394</b> | <b>102,414,474</b> | <b>106,622,316</b> | <b>113,230,965</b> | <b>116,114,457</b> | <b>119,392,331</b> | <b>123,301,837</b> |
| <b>NON CURRENT TAXES</b>               |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Motor Vehicle Supplement               | 1,273,818                         | 1,804,178          | 1,261,000          | 1,400,000          | 1,300,000          | 1,300,000          | 1,300,000          | 1,300,000          | 1,300,000          |
| Tax Levy - Prior Years                 | 1,029,717                         | 613,726            | 412,000            | 412,000            | 500,000            | 515,000            | 530,450            | 546,364            | 562,754            |
| Tax Levy - Suspense                    | 173,467                           | 180,991            | 100,000            | 173,000            | 150,000            | 150,000            | 150,000            | 150,000            | 150,000            |
| <b>Subtotal</b>                        | <b>2,477,002</b>                  | <b>2,598,895</b>   | <b>1,773,000</b>   | <b>1,985,000</b>   | <b>1,950,000</b>   | <b>1,965,000</b>   | <b>1,980,450</b>   | <b>1,996,364</b>   | <b>2,012,754</b>   |
| <b>INTEREST &amp; LIEN FEES</b>        |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Tax Interest - Current Year            | 470,125                           | 545,833            | 476,100            | 406,000            | 500,000            | 500,000            | 500,000            | 500,000            | 500,000            |
| Tax Interest - Prior Years             | 308,443                           | 318,818            | 256,452            | 200,000            | 308,000            | 308,000            | 308,000            | 308,000            | 308,000            |
| Tax Interest - Suspense                | 157,656                           | 163,850            | 100,000            | 170,000            | 158,000            | 162,740            | 167,622            | 172,651            | 177,830            |
| <b>Subtotal</b>                        | <b>936,224</b>                    | <b>1,028,501</b>   | <b>832,552</b>     | <b>776,000</b>     | <b>966,000</b>     | <b>970,740</b>     | <b>975,622</b>     | <b>980,651</b>     | <b>985,830</b>     |
| <b>LICENSES &amp; PERMITS</b>          |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Animal Licenses                        | 11,904                            | 7,881              | 9,389              | 3,504              | 6,000              | 7,322              | 6,177              | 5,751              | 5,751              |
| Marriage Licenses                      | 7,147                             | 20,119             | 7,800              | 40,000             | 10,000             | 19,510             | 22,631             | 23,266             | 23,312             |
| Sporting Licenses                      | 531                               | (358)              | 250                | 446                | 250                | 219                | 141                | 267                | 267                |
| Building Permits                       | 1,162,180                         | 825,998            | 1,175,000          | 1,300,000          | 1,100,000          | 1,100,000          | 1,100,000          | 1,100,000          | 1,100,000          |
| Building Dept - Flood Plain Mgmt       |                                   |                    | -                  | 6,000              | -                  | -                  | -                  | -                  | -                  |
| Electrical Permits                     | 95,180                            | 264,832            | 176,254            | 275,000            | 190,000            | 190,000            | 190,000            | 190,000            | 190,000            |
| Excavation Permits                     | 2,100                             | 21,401             | 13,265             | 7,000              | 6,000              | 6,000              | 6,000              | 6,000              | 6,000              |
| Plumbing & Heating Permits             | 51,358                            | 73,562             | 96,548             | 70,000             | 91,000             | 91,000             | 91,000             | 91,000             | 91,000             |
| Zoning Permits                         | 103,260                           | 120,163            | 135,000            | 65,000             | 103,000            | 103,000            | 103,000            | 103,000            | 103,000            |
| Alcoholic Beverage License             | 860                               | 1,080              | 700                | 1,100              | 1,000              | 1,040              | 1,087              | 1,088              | 1,095              |
| Police & Protection Licenses           | 51,844                            | 28,205             | 25,701             | 22,000             | 27,000             | 27,000             | 26,833             | 26,479             | 26,638             |
| City Clerk Fees                        | 5,731                             | 6,595              | 6,300              | 5,500              | 6,500              | 6,264              | 6,401              | 6,351              | 6,389              |
| Dog Pound Releases                     | 1,022                             | 2,369              | 500                | 3,000              | 1,000              | 1,903              | 2,130              | 2,068              | 2,081              |
| Health Licenses                        | 92,557                            | 101,491            | 85,400             | 120,000            | 105,000            | 107,905            | 111,857            | 114,526            | 115,213            |
| <b>Subtotal</b>                        | <b>1,585,674</b>                  | <b>1,473,339</b>   | <b>1,732,107</b>   | <b>1,918,550</b>   | <b>1,646,750</b>   | <b>1,661,163</b>   | <b>1,667,257</b>   | <b>1,669,796</b>   | <b>1,670,746</b>   |
| <b>FINES, FORFEITS &amp; PENALTIES</b> |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Parking Tags                           | 288,149                           | 169,087            | 200,254            | 50,000             | 100,000            | 200,000            | 200,000            | 200,000            | 200,000            |
| Fines And Penalties                    | 88,292                            | 74,936             | 53,452             | 60,000             | 60,000             | 59,885             | 60,084             | 61,789             | 62,404             |
| Bldg Code Violations                   | 3,401                             |                    | 7,785              | 1,500              | 9,000              | 8,210              | 6,822              | 8,251              | 7,994              |
| <b>Subtotal</b>                        | <b>379,842</b>                    | <b>244,023</b>     | <b>261,491</b>     | <b>111,500</b>     | <b>169,000</b>     | <b>268,095</b>     | <b>266,906</b>     | <b>270,040</b>     | <b>270,398</b>     |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND REVENUE PROJECTIONS

|                                   | ----- 5 YEAR FINANCIAL PLAN ----- |                   |                   |                   |                   |                   |                   |                   |                   |
|-----------------------------------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL   | FY 23<br>BUDGET   | FY 23<br>FORECAST | FY 24<br>BUDGET   | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>USE OF MONEY/PROPERTY</b>      |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Investment Income                 | 44,064                            | 120,555           | 52,000            | 1,607,071         | 1,258,000         | 750,000           | 556,000           | 604,000           | 726,000           |
| Rent from City Facilities         | 94,520                            | 33,250            | 28,611            | 23,000            | 28,000            | 27,418            | 28,095            | 29,230            | 29,660            |
| <b>Subtotal</b>                   | <b>138,584</b>                    | <b>153,805</b>    | <b>80,611</b>     | <b>1,630,071</b>  | <b>1,286,000</b>  | <b>777,418</b>    | <b>584,095</b>    | <b>633,230</b>    | <b>755,660</b>    |
| <b>FROM OTHER AGENCIES</b>        |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| MARB                              | 100,000                           |                   | -                 | -                 | -                 | -                 | -                 | -                 | -                 |
| State grants                      |                                   |                   | -                 | 12,805            | -                 | -                 | -                 | -                 | -                 |
| Educational Cost Sharing          | 45,085,506                        | 45,207,234        | 45,140,487        | 45,140,487        | 45,140,487        | 45,140,487        | 45,140,487        | 45,140,487        | 45,140,487        |
| Health Services                   | 73,068                            | 73,776            | 60,000            | 74,185            | 73,000            | 73,000            | 73,000            | 73,000            | 73,000            |
| Pilot-Colleges & Hospitals        | 5,527,988                         | 8,693,468         | 8,741,348         | 8,741,348         | 8,756,669         | 8,756,669         | 8,756,669         | 8,756,669         | 8,756,669         |
| Muni Rev Shr (Mfg Pr Tax Reli)    | 147,516                           | 147,516           | 147,516           | 1,084,924         | 147,516           | 147,516           | 147,516           | 147,516           | 147,516           |
| Motor Vehicle Tax Reimbursement   | -                                 |                   | 502,691           | 502,691           | 672,795           | 672,795           | 672,795           | 672,795           | 672,795           |
| Mashantucket Pequot Grant         | 807,097                           | 807,097           | 807,097           | 807,097           | 807,097           | 807,097           | 807,097           | 807,097           | 807,097           |
| Prop Tax Relief-Totally Disabl    | 4,508                             | 4,031             | 5,000             | 5,000             | 4,600             | 4,600             | 4,600             | 4,600             | 4,600             |
| Pilot-State Owned Property        | 181,198                           |                   | -                 | -                 | -                 | -                 | -                 | -                 | -                 |
| Property Tax Relief-Veterans      | 138,561                           | 114,482           | 127,400           | 127,400           | 110,000           | 110,000           | 110,000           | 110,000           | 110,000           |
| Town Aid Road                     | 619,574                           | 618,370           | 618,370           | 621,029           | 621,029           | 621,029           | 621,029           | 621,029           | 621,029           |
| Miscellaneous State/Fed Grants    | 183,795                           | 172,566           | 122,000           | 186,299           | 165,000           | 160,000           | 160,000           | 160,000           | 160,000           |
| COVID Relief Funds                | 1,212,472                         |                   | -                 | -                 | -                 | -                 | -                 | -                 | -                 |
| <b>Subtotal</b>                   | <b>54,081,283</b>                 | <b>55,838,541</b> | <b>56,271,909</b> | <b>57,303,265</b> | <b>56,498,193</b> | <b>56,493,193</b> | <b>56,493,193</b> | <b>56,493,193</b> | <b>56,493,193</b> |
| <b>CHARGES - CURRENT SERVICES</b> |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Record Legal Instrument Fees      | 1,052,536                         | 1,790,737         | 1,650,000         | 1,500,000         | 1,555,000         | 1,600,000         | 1,600,000         | 1,600,000         | 1,600,000         |
| Police Charges                    | 9,774                             | 12,968            | 13,500            | 9,000             | 12,900            | 13,000            | 13,000            | 13,000            | 13,000            |
| Miscellaneous Public Works        | 40                                | 2,125             | 37,900            | 250               | 2,100             | 3,000             | 3,000             | 3,000             | 3,000             |
| Miscellaneous - General Gov't     | 48,300                            | 103,142           | 56,000            | 36,000            | 50,000            | 50,000            | 50,000            | 50,000            | 50,000            |
| Misc. - Parks & Recreation        | 27,180                            | 276,669           | 220,000           | 120,054           | 71,000            | 123,726           | 147,862           | 115,661           | 115,661           |
| All Other-Public Works            | 23,856                            | 7,193             | 3,000             | 15,000            | 13,000            | 13,000            | 13,000            | 13,000            | 13,000            |
| <b>Subtotal</b>                   | <b>1,161,687</b>                  | <b>2,192,833</b>  | <b>1,980,400</b>  | <b>1,680,304</b>  | <b>1,704,000</b>  | <b>1,802,726</b>  | <b>1,826,862</b>  | <b>1,794,661</b>  | <b>1,794,663</b>  |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND REVENUE PROJECTIONS

|                               | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|-------------------------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                               | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL    | FY 23<br>BUDGET    | FY 23<br>FORECAST  | FY 24<br>BUDGET    | FY 25<br>FORECAST  | FY 26<br>FORECAST  | FY 27<br>FORECAST  | FY 28<br>FORECAST  |
| <b>OTHER REVENUES</b>         |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Telephone Access Grant        | 79,279                            | 69,871             | 95,000             | 95,000             | 79,000             | 79,000             | 79,000             | 79,000             | 79,000             |
| SCCRWA-Pilot Grant            | 312,233                           | 284,757            | 301,100            | 301,100            | 285,000            | 303,450            | 306,592            | 307,298            | 314,953            |
| Parking Meter Revenue         | 64,753                            | 90,987             | 62,000             | 90,000             | 300,000            | 384,000            | 400,000            | 415,000            | 430,000            |
| Sale of Property              | 309,608                           | 550,800            | 14,500             | 320,000            | 250,000            | 250,000            | 250,000            | 250,000            | 250,000            |
| Pilot - Housing Authority     | 147,965                           | 135,688            | 146,600            | 169,656            | 148,000            | 148,000            | 148,000            | 148,000            | 148,000            |
| Sewer Fee Collection Expenses | 55,166                            | 55,166             | 55,200             | 55,200             | 55,166             | 55,166             | 55,166             | 55,166             | 55,166             |
| Insurance Reimbursement       | 36,394                            | 4,728              | 9,823              | -                  | 4,000              | 4,000              | 4,000              | 4,000              | 4,000              |
| Yale Contribution             | 444,796                           | 466,715            | 466,715            | 505,015            | 506,000            | 521,180            | 536,815            | 552,919            | 569,507            |
| Miscellaneous                 | 59,801                            | 148,418            | 160,000            | 85,000             | 65,000             | 94,928             | 104,237            | 92,529             | 93,639             |
| Quigley/Yale Parking          | 39,969                            | 43,603             | 43,603             | 43,603             | 43,603             | 43,603             | 43,603             | 43,603             | 43,603             |
| Fire Dept Share Of ERS        | 831,387                           | 806,164            | 916,427            | 688,156            | 806,000            | 848,415            | 839,192            | 856,138            | 873,352            |
| Organic Recycling Compost     | 8,647                             | 6,770              | 10,600             | 7,000              | 10,600             | 10,600             | 10,600             | 10,600             | 10,600             |
| <b>Subtotal</b>               | <b>2,389,997</b>                  | <b>2,663,665</b>   | <b>2,281,568</b>   | <b>2,359,730</b>   | <b>2,552,369</b>   | <b>2,742,342</b>   | <b>2,777,205</b>   | <b>2,814,253</b>   | <b>2,871,820</b>   |
| <b>OTHER FIN. SOURCES</b>     |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Operating Transfers In        | 19,001                            |                    | 110,000            | 110,000            | -                  | 110,000            | 110,000            | 110,000            | 110,000            |
| Operating Transfers Out       |                                   | (388,450)          |                    |                    | -                  |                    |                    |                    |                    |
| Residual Equity Transfers In  | -                                 |                    | 200,000            | 200,000            | 200,000            | 250,000            | 250,000            | 250,000            | 250,000            |
| Transfer From Sewer Oper Fund | 713,643                           | 548,785            | 424,004            | 424,004            | 309,425            | 295,000            | 278,875            | 269,925            | 260,975            |
| <b>Subtotal</b>               | <b>732,644</b>                    | <b>160,335</b>     | <b>734,004</b>     | <b>734,004</b>     | <b>509,425</b>     | <b>655,000</b>     | <b>638,875</b>     | <b>629,925</b>     | <b>620,975</b>     |
| <b>Grand Total</b>            | <b>163,265,165</b>                | <b>168,064,242</b> | <b>168,362,036</b> | <b>170,912,898</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND EXPENDITURE SUMMARY

|                                   | ----- 5 YEAR FINANCIAL PLAN ----- |                   |                   |                   |                   |                   |                   |                   |                   |
|-----------------------------------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                                   | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL   | FY 23<br>BUDGET   | FY 23<br>FORECAST | FY 24<br>BUDGET   | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>GENERAL GOVERNMENT</b>         |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| City Council                      | 117,216                           | 102,099           | 118,489           | 110,549           | 98,589            | 99,745            | 100,924           | 102,129           | 103,358           |
| Mayor's Office                    | 287,718                           | 299,860           | 335,909           | 304,700           | 350,191           | 363,726           | 371,220           | 378,869           | 386,675           |
| Corporation Counsel               | 613,513                           | 646,409           | 738,121           | 663,374           | 746,626           | 762,552           | 778,818           | 795,434           | 812,405           |
| Labor Relations & Personnel       | 262,326                           | 253,708           | 438,383           | 254,609           | 458,162           | 467,374           | 476,772           | 486,360           | 496,141           |
| Communications - City             | 293,272                           | 225,507           | 357,055           | 296,070           | 285,644           | 292,214           | 298,935           | 305,810           | 312,844           |
| Town & City Clerk                 | 324,771                           | 340,849           | 419,621           | 424,421           | 431,175           | 440,321           | 449,662           | 459,203           | 468,947           |
| Registrar Of Voters               | 136,061                           | 125,624           | 164,352           | 167,118           | 179,104           | 169,838           | 172,630           | 175,477           | 178,382           |
| Probate Court                     | 7,729                             | 7,997             | 9,658             | 7,900             | 9,658             | 9,880             | 10,107            | 10,340            | 10,578            |
| <b>Subtotal</b>                   | <b>2,042,606</b>                  | <b>2,002,053</b>  | <b>2,581,588</b>  | <b>2,228,741</b>  | <b>2,559,149</b>  | <b>2,605,650</b>  | <b>2,659,069</b>  | <b>2,713,622</b>  | <b>2,769,330</b>  |
| <b>PLANNING &amp; DEVELOPMENT</b> |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Planning & Development            | 279,236                           | 378,043           | 534,733           | 400,594           | 516,075           | 571,561           | 583,737           | 596,175           | 608,878           |
| Grants Administration             | 80,019                            | 99,538            | 226,842           | 207,725           | 281,234           | 286,658           | 292,190           | 297,833           | 303,589           |
| Building Department               | 382,031                           | 425,146           | 614,774           | 407,297           | 568,616           | 649,725           | 662,795           | 676,124           | 689,725           |
| <b>Subtotal</b>                   | <b>741,286</b>                    | <b>902,727</b>    | <b>1,376,349</b>  | <b>1,015,616</b>  | <b>1,365,925</b>  | <b>1,507,944</b>  | <b>1,538,722</b>  | <b>1,570,132</b>  | <b>1,602,193</b>  |
| <b>FINANCE</b>                    |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Treasurer                         | 7,600                             | 7,600             | 7,600             | 7,600             | 7,600             | 7,600             | 7,600             | 7,600             | 7,600             |
| Finance/Comptroller               | 851,508                           | 960,680           | 973,958           | 1,334,600         | 1,133,322         | 1,156,769         | 1,180,701         | 1,205,132         | 1,230,071         |
| Purchasing                        | 97,868                            | 214,856           | 299,281           | 259,215           | 289,454           | 320,294           | 326,970           | 333,786           | 340,745           |
| Info. & Tech. / Data Processing   | 592,480                           | 730,420           | 663,177           | 629,901           | 782,273           | 837,282           | 865,397           | 894,640           | 925,062           |
| Central Services                  | 217,154                           | 112,339           | 146,180           | 131,382           | 150,900           | 154,371           | 157,921           | 161,553           | 165,269           |
| Tax Assessment                    | 440,846                           | 449,688           | 471,126           | 450,086           | 494,254           | 525,882           | 536,460           | 547,254           | 558,263           |
| Board Of Assessment Appeals       | 6,111                             | 3,506             | 3,600             | 3,500             | 3,600             | 3,681             | 3,764             | 3,849             | 3,935             |
| Tax Collection                    | 400,143                           | 421,896           | 455,291           | 423,895           | 488,851           | 498,847           | 509,047           | 519,457           | 530,083           |
| <b>Subtotal</b>                   | <b>2,613,708</b>                  | <b>2,900,985</b>  | <b>3,020,213</b>  | <b>3,240,179</b>  | <b>3,350,254</b>  | <b>3,504,725</b>  | <b>3,587,859</b>  | <b>3,673,271</b>  | <b>3,761,027</b>  |
| <b>PUBLIC SAFETY</b>              |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Emergency Reporting System (ERS)  | 1,992,298                         | 1,976,003         | 2,158,503         | 2,184,877         | 2,112,308         | 2,178,657         | 2,239,461         | 2,303,302         | 2,370,380         |
| Public Safety Administration      | 1,002,584                         | 1,147,498         | 1,106,962         | 1,222,280         | 1,216,416         | 1,242,838         | 1,269,849         | 1,297,463         | 1,325,692         |
| Public Safety Operations          | 11,734,674                        | 12,591,627        | 12,614,183        | 13,288,200        | 13,171,726        | 14,821,514        | 15,158,216        | 15,503,049        | 15,856,198        |
| Public Safety Support             | 977,375                           | 1,131,791         | 1,094,765         | 1,033,351         | 1,095,727         | 1,118,242         | 1,141,224         | 1,164,680         | 1,188,621         |
| Animal Control                    | 257,468                           | 273,750           | 285,328           | 245,251           | 306,900           | 313,708           | 320,684           | 327,829           | 335,143           |
| Emergency Management              | 12,882                            | 22,116            | 52,250            | 50,850            | 53,500            | 54,577            | 55,675            | 56,796            | 57,939            |
| <b>Subtotal</b>                   | <b>15,977,280</b>                 | <b>17,142,785</b> | <b>17,311,991</b> | <b>18,024,809</b> | <b>17,956,577</b> | <b>19,729,536</b> | <b>20,185,110</b> | <b>20,653,118</b> | <b>21,133,972</b> |
| <b>PUBLIC WORKS</b>               |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| Administration                    | 562,437                           | 504,596           | 604,658           | 603,786           | 810,697           | 827,773           | 845,208           | 863,012           | 881,194           |
| Bureau Of Engineering             | 364,578                           | 411,784           | 444,674           | 372,000           | 513,449           | 518,813           | 524,286           | 529,871           | 535,570           |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND EXPENDITURE SUMMARY

|                                 | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|---------------------------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                                 | FY 21                             | FY 22              | FY 23              | FY 23              | FY 24              | FY 25              | FY 26              | FY 27              | FY 28              |
|                                 | ACTUAL                            | ACTUAL             | BUDGET             | FORECAST           | BUDGET             | FORECAST           | FORECAST           | FORECAST           | FORECAST           |
| Central Garage                  | 1,207,733                         | 1,186,037          | 1,499,571          | 1,479,018          | 1,626,391          | 1,662,308          | 1,699,019          | 1,736,545          | 1,774,901          |
| Compost Site                    | 46,438                            | 36,150             | 40,200             | 40,200             | 127,200            | 130,126            | 133,118            | 136,180            | 139,312            |
| Disposal Of Solid Waste         | 3,590,685                         | 3,966,319          | 4,108,900          | 4,108,900          | 4,241,700          | 4,339,259          | 4,439,062          | 4,541,160          | 4,645,607          |
| Grounds & Building Maintenance  | 1,302,090                         | 1,786,768          | 1,418,655          | 1,435,000          | 1,792,375          | 1,833,625          | 1,875,864          | 1,919,121          | 1,963,415          |
| Hwy & Park Maintenance          | 4,161,212                         | 3,976,435          | 4,442,476          | 3,971,777          | 5,327,072          | 5,433,450          | 5,489,827          | 5,599,797          | 5,712,142          |
| <b>Subtotal</b>                 | <b>11,235,175</b>                 | <b>11,868,089</b>  | <b>12,559,134</b>  | <b>12,010,681</b>  | <b>14,438,884</b>  | <b>14,745,353</b>  | <b>15,006,385</b>  | <b>15,325,687</b>  | <b>15,652,141</b>  |
| <b>HUMAN RESOURCES</b>          |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Human Resources                 | 257,505                           | 441,943            | 456,344            | 384,891            | 465,052            | 447,951            | 457,030            | 466,293            | 475,745            |
| Elderly Services                | 183,073                           | 354,550            | 425,252            | 381,411            | 439,201            | 448,652            | 458,309            | 468,173            | 478,250            |
| Parks & Recreation              | 667,981                           | 835,751            | 1,085,153          | 1,084,708          | 1,132,458          | 1,155,777          | 1,179,584          | 1,203,891          | 1,228,705          |
| Health Department               | 356,405                           | 374,991            | 497,307            | 457,573            | 588,116            | 599,915            | 611,950            | 624,229            | 636,754            |
| <b>Subtotal</b>                 | <b>1,464,964</b>                  | <b>2,007,235</b>   | <b>2,464,056</b>   | <b>2,308,583</b>   | <b>2,624,827</b>   | <b>2,652,295</b>   | <b>2,706,873</b>   | <b>2,762,585</b>   | <b>2,819,454</b>   |
| <b>OTHER</b>                    |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| Library                         | 1,321,680                         | 1,435,692          | 1,575,374          | 1,575,374          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          | 1,625,000          |
| City Insurance                  | 845,480                           | 1,324,151          | 800,977            | 1,390,000          | 1,460,000          | 1,543,580          | 1,579,082          | 1,615,401          | 1,652,555          |
| Pensions & Hospitalizations     | 16,484,098                        | 17,244,179         | 18,812,558         | 19,789,358         | 21,556,499         | 23,464,838         | 25,000,271         | 26,369,996         | 28,267,330         |
| Med Com..Prog.                  | 38,593                            | 38,593             | 42,179             | 46,000             | 43,023             | 44,013             | 45,025             | 46,060             | 47,120             |
| Debt Service                    | 18,132,932                        | 17,900,579         | 14,628,695         | 12,644,067         | 14,358,925         | 15,424,624         | 13,711,323         | 12,698,223         | 12,325,234         |
| Contingency                     | 2,575,341                         | 927,184            | 3,228,500          | 2,676,500          | 2,604,570          | 2,258,664          | 2,569,783          | 2,710,928          | 2,712,100          |
| <b>Subtotal</b>                 | <b>39,398,124</b>                 | <b>38,870,378</b>  | <b>39,088,283</b>  | <b>38,121,299</b>  | <b>41,648,017</b>  | <b>44,360,718</b>  | <b>44,530,484</b>  | <b>45,065,608</b>  | <b>46,629,339</b>  |
| <b>CITY TOTAL</b>               | <b>73,473,143</b>                 | <b>75,694,252</b>  | <b>78,401,615</b>  | <b>76,949,908</b>  | <b>83,943,633</b>  | <b>89,106,222</b>  | <b>90,214,502</b>  | <b>91,764,023</b>  | <b>94,367,456</b>  |
| <b>BOARD OF EDUCATION</b>       |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| <b>BOARD OF EDUCATION TOTAL</b> | <b>87,160,421</b>                 | <b>89,648,222</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>91,460,421</b>  | <b>93,110,421</b>  | <b>94,910,421</b>  | <b>96,410,421</b>  |
| <b>City Excluding Debt</b>      | <b>55,340,211</b>                 | <b>57,793,673</b>  | <b>62,360,920</b>  | <b>64,305,841</b>  | <b>69,584,708</b>  | <b>73,681,598</b>  | <b>76,503,179</b>  | <b>79,065,800</b>  | <b>82,042,221</b>  |
| <b>Fund Balance Adjustment</b>  | <b>-</b>                          | <b>-</b>           | <b>1,412,000</b>   | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           | <b>-</b>           |
| <b>Debt Service</b>             | <b>18,132,932</b>                 | <b>17,900,579</b>  | <b>14,628,695</b>  | <b>12,644,067</b>  | <b>14,358,925</b>  | <b>15,424,624</b>  | <b>13,711,323</b>  | <b>12,698,223</b>  | <b>12,325,234</b>  |
| <b>Education</b>                | <b>87,160,421</b>                 | <b>89,648,222</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>91,460,421</b>  | <b>93,110,421</b>  | <b>94,910,421</b>  | <b>96,410,421</b>  |
| <b>Total Expenditures</b>       | <b>160,633,564</b>                | <b>165,342,474</b> | <b>168,362,036</b> | <b>166,910,328</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |



**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                 |                                | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|---------------------------------|--------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                 |                                | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>11000010</b> | <b>CITY COUNCIL</b>             |                                |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11000010        | 51000                           | REGULAR WAGES                  | 56,575                            | 43,333          | 40,989          | 41,334            | 40,989          | 41,809            | 42,645            | 43,498            | 44,368            |
| 11000010        | 51010                           | CLERK OF THE COUNCIL           | 3,500                             | 7,625           | 10,000          | 12,640            | 10,300          | 10,300            | 10,300            | 10,300            | 10,300            |
| 11000010        | 51350                           | PART TIME - ELECTED            | 32,635                            | 28,801          | 32,700          | 31,324            | 32,700          | 32,700            | 32,700            | 32,700            | 32,700            |
| 11000010        | 52250                           | ADVERTISING                    | 11,205                            | 9,735           | 3,000           | 2,628             | 4,000           | 4,092             | 4,186             | 4,282             | 4,381             |
| 11000010        | 52510                           | MAINTENANCE SERVICE AGREEMENT  | 995                               |                 | 4,000           | 4,000             | 4,000           | 4,092             | 4,186             | 4,282             | 4,381             |
| 11000010        | 52770                           | OTHER CONTRACTUAL SERVICES     | 2,175                             | 10,367          | 2,500           | 18,468            | 6,000           | 6,138             | 6,279             | 6,424             | 6,571             |
| 11000010        | 54331                           | MISC. EXPENSE                  | -                                 | 242             | 300             | 300               | 600             | 614               | 628               | 642               | 657               |
| 11000010        | 56250                           | CHARTER REVISION EXPENSE       | 10,037                            |                 | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 11000010        | 52430                           | LEGAL SERVICES                 | -                                 |                 | 25,000          | -                 | -               | -                 | -                 | -                 | -                 |
| 11000010        |                                 | CITY COUNCIL                   | 117,216                           | 102,099         | 118,489         | 110,549           | 98,589          | 99,745            | 100,924           | 102,129           | 103,358           |
| <b>11050010</b> | <b>MAYOR</b>                    |                                |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11050010        | 51000                           | REGULAR WAGES                  | 230,756                           | 217,209         | 243,274         | 216,997           | 258,806         | 270,299           | 275,706           | 281,220           | 286,844           |
| 11050010        | 51300                           | PART TIME WAGES                | 11,212                            | 18,503          | 20,000          | 17,068            | 20,000          | 20,400            | 20,808            | 21,224            | 21,649            |
| 11050010        | 52220                           | OUTSIDE PRINTING SERVICES      | 1,075                             | 146             | 1,000           | 1,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 11050010        | 52320                           | SUBSCRIPTIONS AND PERIODICALS  | -                                 |                 | 275             | 275               | 175             | 179               | 183               | 187               | 192               |
| 11050010        | 52330                           | TRAINING AND EDUCATION         | 50                                | 179             | 300             | 300               | 300             | 307               | 314               | 321               | 329               |
| 11050010        | 52350                           | TRAVEL EXPENSES                | -                                 | 40              | 1,500           | 1,500             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 11050010        | 52360                           | BUSINESS EXPENSE               | 1,979                             | 3,754           | 4,900           | 4,900             | 4,750           | 4,859             | 4,971             | 5,085             | 5,202             |
| 11050010        | 52370                           | COUNCIL OF GOVERNMENTS         | 18,700                            | 18,600          | 19,500          | 19,500            | 18,900          | 19,335            | 19,779            | 20,234            | 20,700            |
| 11050010        | 52390                           | CT CONFERENCE OF MUNICIPALITIE | 18,080                            | 36,160          | 36,160          | 36,160            | 36,160          | 36,992            | 37,842            | 38,713            | 39,603            |
| 11050010        | 52397                           | U.S. CONFERENCE OF MAYORS      | 5,269                             | 5,269           | 7,000           | 7,000             | 7,000           | 7,161             | 7,326             | 7,494             | 7,667             |
| 11050010        | 53490                           | OTHER OPERATING SUPPLIES       | 598                               |                 | 2,000           | -                 | 2,100           | 2,148             | 2,198             | 2,248             | 2,300             |
| 11050010        |                                 | MAYOR'S OFFICE                 | 287,718                           | 299,860         | 335,909         | 304,700           | 350,191         | 363,726           | 371,220           | 378,869           | 386,675           |
| <b>11100010</b> | <b>CORPORATION COUNSEL</b>      |                                |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11100010        | 51000                           | REGULAR WAGES                  | 355,866                           | 379,064         | 397,121         | 336,874           | 405,626         | 413,739           | 422,013           | 430,454           | 439,062           |
| 11100010        | 51300                           | PART TIME WAGES                | 3,163                             | 16,581          | 10,000          | -                 | 10,000          | 10,200            | 10,404            | 10,612            | 10,824            |
| 11100010        | 51500                           | OVERTIME                       | 47                                | 952             | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 11100010        | 52310                           | CONVENTIONS AND DUES           | 898                               | 985             | 1,000           | 1,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 11100010        | 52430                           | LEGAL SERVICES                 | 185,304                           | 182,688         | 250,000         | 246,013           | 250,000         | 255,750           | 261,632           | 267,650           | 273,806           |
| 11100010        | 52480                           | OTHER PROFESSIONAL SERVICES    | 24,894                            | 17,515          | 25,000          | 25,000            | 25,000          | 25,575            | 26,163            | 26,765            | 27,381            |
| 11100010        | 52490                           | TAX FORECLOSURE EXPENSE        | 32,916                            | 34,863          | 37,000          | 37,000            | 37,000          | 37,851            | 38,722            | 39,612            | 40,523            |
| 11100010        | 53110                           | OFFICE SUPPLIES                | 1,047                             | 1,841           | 3,500           | 3,500             | 3,500           | 3,581             | 3,663             | 3,747             | 3,833             |
| 11100010        | 53140                           | LIBRARY SUPPLIES               | 9,379                             | 11,920          | 12,000          | 12,000            | 12,000          | 12,276            | 12,558            | 12,847            | 13,143            |
| 11100010        |                                 | CORPORATION COUNSEL            | 613,513                           | 646,409         | 738,121         | 663,374           | 746,626         | 762,552           | 778,818           | 795,434           | 812,405           |
| <b>11150010</b> | <b>PERSONNEL DEPARTMENT</b>     |                                |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11150010        | 51000                           | REGULAR WAGES                  | 238,188                           | 237,611         | 416,083         | 233,853           | 435,862         | 444,579           | 453,471           | 462,542           | 471,794           |
| 11150010        | 51500                           | OVERTIME                       | 13,276                            | 6,781           | 6,000           | 1,188             | 6,000           | 6,120             | 6,242             | 6,367             | 6,495             |
| 11150010        | 52250                           | ADVERTISING                    | 2,405                             | 1,635           | 3,000           | 3,000             | 3,000           | 3,069             | 3,140             | 3,212             | 3,286             |
| 11150010        | 52260                           | OTHER PRINTING                 | -                                 |                 | 500             | 500               | 500             | 512               | 523               | 535               | 548               |
| 11150010        | 52310                           | CONVENTIONS AND DUES           | 483                               |                 | 1,500           | 1,500             | 1,500           | 1,535             | 1,570             | 1,606             | 1,643             |
| 11150010        | 52330                           | TRAINING AND EDUCATION         | -                                 |                 | 3,000           | 3,000             | 3,000           | 3,069             | 3,140             | 3,212             | 3,286             |
| 11150010        | 52830                           | OTHER EXAMINATIONS             | 7,975                             | 7,681           | 8,300           | 11,568            | 8,300           | 8,491             | 8,686             | 8,886             | 9,090             |
| 11150010        |                                 | PERSONNEL DEPARTMENT           | 262,326                           | 253,708         | 438,383         | 254,609           | 458,162         | 467,374           | 476,772           | 486,360           | 496,141           |
| <b>11209910</b> | <b>TELEPHONE ADMINISTRATION</b> |                                |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11209910        | 52150                           | TELEPHONE EXPENSE              | 293,272                           | 225,507         | 357,055         | 296,070           | 285,644         | 292,214           | 298,935           | 305,810           | 312,844           |
| 11209910        |                                 | TELEPHONE ADMINISTRATION       | 293,272                           | 225,507         | 357,055         | 296,070           | 285,644         | 292,214           | 298,935           | 305,810           | 312,844           |



**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                            |                             | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|----------------------------|-----------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                            |                             | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>11250010</b> | <b>CITY CLERK</b>          |                             |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11250010        | 51000                      | REGULAR WAGES               | 214,331                           | 220,955         | 243,521         | 240,329           | 255,075         | 260,177           | 265,381           | 270,689           | 276,104           |
| 11250010        | 51500                      | OVERTIME                    | 2,204                             | 1,475           | 2,000           | 2,338             | 2,000           | 2,040             | 2,081             | 2,122             | 2,165             |
| 11250010        | 52250                      | ADVERTISING                 | -                                 | 810             | 1,500           | 1,500             | 1,500           | 1,535             | 1,570             | 1,606             | 1,643             |
| 11250010        | 52290                      | ELECTION DAY EXPENSE        | 15,000                            | 15,437          | 20,000          | 27,754            | 20,000          | 20,460            | 20,931            | 21,412            | 21,904            |
| 11250010        | 52310                      | CONVENTIONS AND DUES        | -                                 | 1,010           | 900             | 900               | 900             | 921               | 942               | 964               | 986               |
| 11250010        | 52330                      | TRAINING AND EDUCATION      | 695                               | 180             | 500             | 500               | 500             | 512               | 523               | 535               | 548               |
| 11250010        | 52425                      | ARCHIVING SERVICES          | -                                 | -               | 50,000          | 50,000            | 50,000          | 51,150            | 52,326            | 53,530            | 54,761            |
| 11250010        | 52480                      | OTHER PROFESSIONAL SERVICES | 11,474                            | 12,825          | 20,000          | 20,000            | 20,000          | 20,460            | 20,931            | 21,412            | 21,904            |
| 11250010        | 52520                      | OFFICE EQUIPMENT REPAIRS    | 196                               | 207             | 3,900           | 3,900             | 3,900           | 3,990             | 4,081             | 4,175             | 4,271             |
| 11250010        | 52750                      | FEES AND CHARGES            | 327                               | 442             | 1,200           | 1,200             | 1,200           | 1,228             | 1,256             | 1,285             | 1,314             |
| 11250010        | 52770                      | OTHER CONTRACTUAL SERVICES  | 80,544                            | 87,424          | 76,000          | 76,000            | 76,000          | 77,748            | 79,536            | 81,366            | 83,237            |
| 11250010        | 53590                      | DOG LICENSES                | -                                 | 84              | 100             | -                 | 100             | 102               | 105               | 107               | 110               |
| 11250010        |                            | CITY CLERK                  | <u>324,771</u>                    | <u>340,849</u>  | <u>419,621</u>  | <u>424,421</u>    | <u>431,175</u>  | <u>440,321</u>    | <u>449,662</u>    | <u>459,203</u>    | <u>468,947</u>    |
| <b>11300010</b> | <b>REGISTRAR OF VOTERS</b> |                             |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11300010        | 51000                      | REGULAR WAGES               | 48,692                            | 50,165          | 51,396          | 52,467            | 52,424          | 53,472            | 54,542            | 55,632            | 56,744            |
| 11300010        | 51020                      | DEPUTY REGISTRARS           | 10,000                            | 10,000          | 10,200          | 11,725            | 11,200          | 11,424            | 11,652            | 11,886            | 12,123            |
| 11300010        | 51350                      | PART TIME - ELECTED         | 28,000                            | 28,000          | 33,000          | 32,555            | 33,000          | 33,000            | 33,000            | 33,000            | 33,000            |
| 11300010        | 51400                      | TEMPORARY PAYROLL           | 43,000                            | 26,631          | 47,135          | 47,135            | 47,440          | 48,389            | 49,357            | 50,344            | 51,351            |
| 11300010        | 51500                      | OVERTIME                    | 2,094                             | -               | 4,444           | 4,444             | 5,443           | 5,552             | 5,663             | 5,776             | 5,892             |
| 11300010        | 52310                      | CONVENTIONS AND DUES        | -                                 | 581             | 3,010           | 1,500             | 3,030           | 3,100             | 3,171             | 3,244             | 3,319             |
| 11300010        | 52330                      | TRAINING AND EDUCATION      | 1,550                             | 375             | 1,200           | 712               | 600             | 614               | 628               | 642               | 657               |
| 11300010        | 52580                      | EQUIPMENT MAINTENANCE       | -                                 | 5,850           | 6,500           | 6,500             | 6,500           | 6,650             | 6,802             | 6,959             | 7,119             |
| 11300010        | 53130                      | OTHER OPERATING SUPPLIES    | 517                               | 393             | 702             | 744               | 702             | 718               | 735               | 752               | 769               |
| 11300010        | 55600                      | VOTING MACHINES             | 2,208                             | 3,629           | 6,765           | 9,336             | 6,765           | 6,921             | 7,080             | 7,243             | 7,409             |
| 11300010        |                            | POSTAGE                     | -                                 | -               | -               | -                 | 12,000          | -                 | -                 | -                 | -                 |
| 11300010        |                            | REGISTRAR OF VOTERS         | <u>136,061</u>                    | <u>125,624</u>  | <u>164,352</u>  | <u>167,118</u>    | <u>179,104</u>  | <u>169,838</u>    | <u>172,630</u>    | <u>175,477</u>    | <u>178,382</u>    |
| <b>11650010</b> | <b>PROBATE COURT</b>       |                             |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 11650010        | 52640                      | RENTAL OF OFFICE EQUIPMENT  | 3,165                             | 3,345           | 3,700           | 3,100             | 3,700           | 3,785             | 3,872             | 3,961             | 4,052             |
| 11650010        | 53110                      | OFFICE SUPPLIES             | 3,105                             | 2,660           | 3,700           | 2,500             | 3,700           | 3,785             | 3,872             | 3,961             | 4,052             |
| 11650010        | 55190                      | OTHER OFFICE EQUIPMENT      | 1,459                             | 1,992           | 2,258           | 2,300             | 2,258           | 2,310             | 2,363             | 2,417             | 2,473             |
| 11650010        |                            | PROBATE COURT               | <u>7,729</u>                      | <u>7,997</u>    | <u>9,658</u>    | <u>7,900</u>      | <u>9,658</u>    | <u>9,880</u>      | <u>10,107</u>     | <u>10,340</u>     | <u>10,578</u>     |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |   |                                    | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                  |                   |                   |                   |                   |
|-----------------|---|------------------------------------|-----------------------------------|-----------------|-----------------|-------------------|------------------|-------------------|-------------------|-------------------|-------------------|
|                 |   |                                    | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET  | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>11900010</b> | <b>PLANNING &amp; DEVEL. ADMINISTRATION</b> |                                    |                                   |                 |                 |                   |                  |                   |                   |                   |                   |
| 11900010        | 51000                                       | REGULAR WAGES                      | 207,937                           | 275,618         | 308,133         | 230,000           | 270,625          | 320,473           | 326,882           | 333,420           | 340,088           |
| 11900010        | 51500                                       | OVERTIME                           | 2,652                             | 1,837           | 2,500           | 3,356             | 2,500            | 2,550             | 2,601             | 2,653             | 2,706             |
| 11900010        | 52210                                       | PRINTING                           | 45                                | 696             | 200             | 200               | 200              | 205               | 209               | 214               | 219               |
| 11900010        | 52250                                       | ADVERTISING                        | 47,723                            | 42,578          | 47,000          | 34,000            | 55,000           | 56,265            | 57,559            | 58,883            | 60,237            |
| 11900010        | 52280                                       | MAP PRINTING                       | -                                 | -               | 1,200           | 400               | 300              | 307               | 314               | 321               | 329               |
| 11900010        | 52310                                       | CONVENTIONS AND DUES               | 266                               | 1,149           | 11,250          | 4,000             | 4,000            | 4,092             | 4,186             | 4,282             | 4,381             |
| 11900010        | 52382                                       | ENGINEERING COST PLAN AND DEV      | -                                 | -               | 20,000          | 20,000            | 20,000           | 20,460            | 20,931            | 21,412            | 21,904            |
| 11900010        | 52385                                       | ECON. DEVELOPMENT CONSULTANT       | -                                 | 27,158          | 100,000         | 19,938            | 100,000          | 102,300           | 104,653           | 107,060           | 109,522           |
| 11900010        | 52395                                       | REGIONAL GROWTH PARTNERSHIP        | 16,669                            | -               | 16,700          | 16,700            | 18,200           | 18,619            | 19,047            | 19,485            | 19,933            |
| 11900010        | 52425                                       | ARCHIVING SERVICES                 | -                                 | 3,147           | 5,000           | 2,000             | 10,000           | 10,230            | 10,465            | 10,706            | 10,952            |
| 11900010        | 52475                                       | PUBLIC HEARING SECRETARY           | 3,325                             | 3,075           | 6,500           | 30,000            | 10,000           | 10,230            | 10,465            | 10,706            | 10,952            |
| 11900010        | 52520                                       | OFFICE EQUIPMENT REPAIRS           | 84                                | 145             | 250             | -                 | 250              | 256               | 262               | 268               | 274               |
| 11900010        | 56400                                       | PROPERTY MANG.                     | 535                               | 22,640          | 16,000          | 40,000            | 25,000           | 25,575            | 26,163            | 26,765            | 27,381            |
| 11900010        |   | PLANNING AND DEVEL. ADMINISTRATION | <u>279,236</u>                    | <u>378,043</u>  | <u>534,733</u>  | <u>400,594</u>    | <u>516,075</u>   | <u>571,561</u>    | <u>583,737</u>    | <u>596,175</u>    | <u>608,878</u>    |
| <b>11900012</b> | <b>GRANTS ADMINISTRATION</b>                |                                    |                                   |                 |                 |                   |                  |                   |                   |                   |                   |
| 11900012        | 51000                                       | REGULAR WAGES                      | 79,399                            | 92,389          | 220,842         | 200,000           | 271,234          | 276,658           | 282,190           | 287,833           | 293,589           |
| 11900012        | 51500                                       | OVERTIME                           | 620                               | 7,149           | 5,000           | 6,042             | 10,000           | 10,000            | 10,000            | 10,000            | 10,000            |
| 11900012        | 53420                                       | GRANT DEVELOPMENT EXP.             | -                                 | -               | 1,000           | 1,683             | -                | -                 | -                 | -                 | -                 |
| 11900012        |   | GRANTS ADMINISTRATION              | <u>80,019</u>                     | <u>99,538</u>   | <u>226,842</u>  | <u>207,725</u>    | <u>281,234</u>   | <u>286,658</u>    | <u>292,190</u>    | <u>297,833</u>    | <u>303,589</u>    |
| <b>11900013</b> | <b>BUILDING DEPARTMENT</b>                  |                                    |                                   |                 |                 |                   |                  |                   |                   |                   |                   |
| 11900013        | 51000                                       | REGULAR WAGES                      | 359,271                           | 397,833         | 583,374         | 370,000           | 537,216          | 617,625           | 629,980           | 642,578           | 655,431           |
| 11900013        | 51500                                       | OVERTIME                           | 7,996                             | 16,857          | 7,500           | 23,000            | 7,500            | 7,650             | 7,803             | 7,959             | 8,118             |
| 11900013        | 52310                                       | CONVENTIONS AND DUES               | 1,840                             | 6,989           | 6,000           | 3,841             | 6,000            | 6,138             | 6,279             | 6,424             | 6,571             |
| 11900013        | 52360                                       | BUSINESS EXPENSE                   | 1,574                             | 22              | 2,000           | 50                | 2,000            | 2,046             | 2,093             | 2,141             | 2,190             |
| 11900013        | 52425                                       | ARCHIVING SERVICES                 | 5,931                             | 773             | 5,000           | 1,000             | 5,000            | 5,115             | 5,233             | 5,353             | 5,476             |
| 11900013        | 52440                                       | ENGINEERING SERVS                  | -                                 | -               | 900             | -                 | 900              | 921               | 942               | 964               | 986               |
| 11900013        | 52520                                       | OFFICE EQUIPMENT REPAIRS           | -                                 | 12              | 500             | -                 | 500              | 512               | 523               | 535               | 548               |
| 11900013        | 52590                                       | DEMOLITION OF BUILDINGS            | 5,419                             | 2,554           | 9,000           | 8,906             | 9,000            | 9,207             | 9,419             | 9,635             | 9,857             |
| 11900013        | 55190                                       | OTHER OFFICE EQUIPMENT             | -                                 | 106             | 500             | 500               | 500              | 512               | 523               | 535               | 548               |
| 11900013        |   | BUILDING DEPARTMENT                | <u>382,031</u>                    | <u>425,146</u>  | <u>614,774</u>  | <u>407,297</u>    | <u>568,616</u>   | <u>649,725</u>    | <u>662,795</u>    | <u>676,124</u>    | <u>689,725</u>    |
| <b>12000010</b> | <b>TREASURER</b>                            |                                    |                                   |                 |                 |                   |                  |                   |                   |                   |                   |
| 12000010        | 51350                                       | PART TIME - ELECTED                | 7,600                             | 7,600           | 7,600           | 7,600             | 7,600            | 7,600             | 7,600             | 7,600             | 7,600             |
| 12000010        |   | TREASURER                          | <u>7,600</u>                      | <u>7,600</u>    | <u>7,600</u>    | <u>7,600</u>      | <u>7,600</u>     | <u>7,600</u>      | <u>7,600</u>      | <u>7,600</u>      | <u>7,600</u>      |
| <b>12100010</b> | <b>COMPTROLLER</b>                          |                                    |                                   |                 |                 |                   |                  |                   |                   |                   |                   |
| 12100010        | 51000                                       | REGULAR WAGES                      | 624,826                           | 642,223         | 712,658         | 693,000           | 868,622          | 885,994           | 903,712           | 921,787           | 940,223           |
| 12100010        | 51500                                       | OVERTIME                           | 24,224                            | 5,849           | 2,000           | 70,000            | 4,500            | 4,590             | 4,682             | 4,775             | 4,871             |
| 12100010        | 52310                                       | CONVENTIONS AND DUES               | -                                 | 65              | 200             | -                 | 200              | 205               | 209               | 214               | 219               |
| 12100010        | 52420                                       | FINANCIAL SERVICES                 | 186,333                           | 281,543         | 237,500         | 550,000           | 250,000          | 255,750           | 261,632           | 267,650           | 273,806           |
| 12100010        | 52570                                       | OTHER REPAIRS AND MAINT/UPGRD      | -                                 | -               | 21,600          | 21,600            | 10,000           | 10,230            | 10,465            | 10,706            | 10,952            |
| 12100010        | 56210                                       | CONSULTING SERVICES/MARB           | 15,000                            | 31,000          | -               | -                 | -                | -                 | -                 | -                 | -                 |
| 12100010        |   | COMPTROLLER                        | <u>851,508</u>                    | <u>960,680</u>  | <u>973,958</u>  | <u>1,334,600</u>  | <u>1,133,322</u> | <u>1,156,769</u>  | <u>1,180,701</u>  | <u>1,205,132</u>  | <u>1,230,071</u>  |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |  |                                | ----- 5 YEAR FINANCIAL PLAN ----- |         |         |          |         |          |          |          |          |
|-----------------|--|--------------------------------|-----------------------------------|---------|---------|----------|---------|----------|----------|----------|----------|
|                 |  |                                | FY 21                             | FY 22   | FY 23   | FY 23    | FY 24   | FY 25    | FY 26    | FY 27    | FY 28    |
|                 |  |                                | ACTUAL                            | ACTUAL  | BUDGET  | FORECAST | BUDGET  | FORECAST | FORECAST | FORECAST | FORECAST |
| <b>12100020</b> | <b>PURCHASING</b>                      |                                |                                   |         |         |          |         |          |          |          |          |
| 12100020        | 51000                                  | REGULAR WAGES                  | 12,589                            | 38,298  | 222,281 | 147,441  | 201,454 | 230,270  | 234,875  | 239,573  | 244,365  |
| 12100020        | 52250                                  | ADVERTISING                    | 9,051                             | 19,005  | 10,000  | 22,516   | 13,000  | 13,299   | 13,605   | 13,918   | 14,238   |
| 12100020        | 53110                                  | OFFICE SUPPLIES                | 50,782                            | 56,286  | 42,000  | 63,314   | 50,000  | 51,150   | 52,326   | 53,530   | 54,761   |
| 12100020        | 53115                                  | OFFICE SUPPLIES - POLICE       | 25,373                            | 18,192  | 25,000  | 25,000   | 25,000  | 25,575   | 26,163   | 26,765   | 27,381   |
| 12100020        |  | PURCHASING / RISK MGT. DEPT.   | 97,868                            | 214,856 | 299,281 | 259,215  | 289,454 | 320,294  | 326,970  | 333,786  | 340,745  |
| <b>12200022</b> | <b>INFO. &amp; TEC. D/P DEPARTMENT</b> |                                |                                   |         |         |          |         |          |          |          |          |
| 12200022        | 51000                                  | REGULAR WAGES                  | 109,628                           | 177,783 | 265,248 | 197,991  | 308,392 | 345,134  | 352,037  | 359,078  | 366,260  |
| 12200022        | 51500                                  | OVERTIME                       | 7,381                             | 8,002   | -       | 8,191    | 10,000  | 10,200   | 10,404   | 10,612   | 10,824   |
| 12200022        | 52330                                  | TRAINING AND EDUCATION         | -                                 | 1,000   | 10,000  | 4,000    | 10,000  | 10,230   | 10,465   | 10,706   | 10,952   |
| 12200022        | 52460                                  | OUTSIDE DATA PROCESSING        | 121,469                           | 19,073  | 4,000   | 2,000    | 6,000   | 6,138    | 6,279    | 6,424    | 6,571    |
| 12200022        | 52510                                  | MAINTENANCE SERVICE AGREEMENT  | 291,256                           | 446,967 | 323,929 | 324,000  | 354,881 | 372,625  | 391,256  | 410,819  | 431,360  |
| 12200022        | 52570                                  | OTHER REPAIRS AND MAINT/UPGRD  | 47,008                            | 60,058  | 40,000  | 40,000   | 70,000  | 71,610   | 73,257   | 74,942   | 76,666   |
| 12200022        | 52660                                  | SOFTWARE LICENSES              | 1,791                             | 5,973   | 6,000   | 6,000    | 8,000   | 6,000    | 6,000    | 6,000    | 6,000    |
| 12200022        | 53120                                  | DATA PROCESSING SUPPLIES       | 1,729                             | 1,958   | 4,000   | 2,719    | 5,000   | 5,115    | 5,233    | 5,353    | 5,476    |
| 12200022        | 55170                                  | OTHER DATA PROCESSING EQUIPMNT | 12,219                            | 9,606   | 10,000  | 45,000   | 10,000  | 10,230   | 10,465   | 10,706   | 10,952   |
| 12200022        |  | INFO. AND TEC. D/P DEPARTMENT  | 592,480                           | 730,420 | 663,177 | 629,901  | 782,273 | 837,282  | 865,397  | 894,640  | 925,062  |
| <b>12200023</b> | <b>CENTRAL SERVICES</b>                |                                |                                   |         |         |          |         |          |          |          |          |
| 12200023        | 51000                                  | REGULAR WAGES                  | 59,349                            | 2,202   | -       | -        | -       | -        | -        | -        | -        |
| 12200023        | 51500                                  | OVERTIME                       | 297                               | -       | -       | -        | -       | -        | -        | -        | -        |
| 12200023        | 52010                                  | POSTAGE                        | 52,352                            | 39,134  | 52,000  | 62,000   | 52,000  | 53,196   | 54,420   | 55,671   | 56,952   |
| 12200023        | 52570                                  | OTHER REPAIRS AND MAINT/UPGRD  | 1,050                             |         | 2,100   | 2,100    | 2,100   | 2,148    | 2,198    | 2,248    | 2,300    |
| 12200023        | 52670                                  | COPIER RENTAL                  | 51,443                            | 56,329  | 45,880  | 55,000   | 50,000  | 51,150   | 52,326   | 53,530   | 54,761   |
| 12200023        | 53490                                  | OTHER OPERATING SUPPLIES       | 9,915                             |         | 10,000  | 6,482    | 10,000  | 10,230   | 10,465   | 10,706   | 10,952   |
| 12200023        | 53495                                  | COFFEE AND WATER               | 4,783                             | 4,124   | 4,400   | 1,000    | 5,000   | 5,115    | 5,233    | 5,353    | 5,476    |
| 12200023        | 55190                                  | OTHER OFFICE EQUIPMENT         | 36,106                            | 9,128   | 30,000  | 3,000    | 30,000  | 30,690   | 31,396   | 32,118   | 32,857   |
| 12200023        | 55640                                  | SAFETY EQUIPMENT               | 1,860                             | 1,422   | 1,800   | 1,800    | 1,800   | 1,841    | 1,884    | 1,927    | 1,971    |
| 12200023        |  | CENTRAL SERVICES               | 217,154                           | 112,339 | 146,180 | 131,382  | 150,900 | 154,371  | 157,921  | 161,553  | 165,269  |
| <b>12300010</b> | <b>TAX ASSESSMENT</b>                  |                                |                                   |         |         |          |         |          |          |          |          |
| 12300010        | 51000                                  | REGULAR WAGES                  | 421,653                           | 434,232 | 442,286 | 432,260  | 470,185 | 501,271  | 511,296  | 521,523  | 531,953  |
| 12300010        | 51500                                  | OVERTIME                       | 5,101                             | 1,222   | 2,500   | 2,424    | 4,000   | 4,080    | 4,162    | 4,245    | 4,330    |
| 12300010        | 52210                                  | PRINTING                       | 5,429                             | 5,428   | 7,820   | 8,228    | 8,194   | 8,382    | 8,575    | 8,772    | 8,974    |
| 12300010        | 52250                                  | ADVERTISING                    | 775                               | 310     | -       | -        | -       | -        | -        | -        | -        |
| 12300010        | 52280                                  | MAP PRINTING                   | 4,071                             | 4,951   | 6,000   | 3,000    | 6,000   | 6,138    | 6,279    | 6,424    | 6,571    |
| 12300010        | 52310                                  | CONVENTIONS AND DUES           | 551                               | 560     | 595     | 911      | 600     | 614      | 628      | 642      | 657      |
| 12300010        | 52330                                  | TRAINING AND EDUCATION         | 2,764                             | 2,358   | 4,275   | 2,693    | 4,275   | 4,373    | 4,474    | 4,577    | 4,682    |
| 12300010        | 52480                                  | OTHER PROFESSIONAL SERVICES    | 502                               | 627     | 7,650   | 570      | 1,000   | 1,023    | 1,047    | 1,071    | 1,095    |
| 12300010        |  | TAX ASSESSMENT                 | 440,846                           | 449,688 | 471,126 | 450,086  | 494,254 | 525,882  | 536,460  | 547,254  | 558,263  |
| <b>12300025</b> | <b>BOARD OF ASSESSMENT APPEALS</b>     |                                |                                   |         |         |          |         |          |          |          |          |
| 12300025        | 51500                                  | OVERTIME                       | 3,111                             | 506     | 600     | 500      | 600     | 612      | 624      | 637      | 649      |
| 12300025        | 52760                                  | STIPENDS                       | 3,000                             | 3,000   | 3,000   | 3,000    | 3,000   | 3,069    | 3,140    | 3,212    | 3,286    |
| 12300025        |  | BOARD OF ASSESSMENT APPEALS    | 6,111                             | 3,506   | 3,600   | 3,500    | 3,600   | 3,681    | 3,764    | 3,849    | 3,935    |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                   |                               | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                   |                               | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>12400010</b> | <b>TAX COLLECTOR</b>              |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 12400010        | 51000                             | REGULAR WAGES                 | 356,774                           | 363,321         | 394,557         | 375,496           | 414,131         | 422,413           | 430,860           | 439,477           | 448,268           |
| 12400010        | 51500                             | OVERTIME                      | 1,773                             | 1,513           | 1,700           | 2,197             | 1,600           | 1,632             | 1,665             | 1,698             | 1,732             |
| 12400010        | 52020                             | PROC AND MAIL TAX BILLS       | 5,890                             | 40,406          | 40,406          | 29,742            | 45,000          | 46,035            | 47,094            | 48,177            | 49,285            |
| 12400010        | 52210                             | PRINTING                      | 30,906                            | 11,670          | 15,000          | 13,000            | 14,500          | 14,834            | 15,175            | 15,524            | 15,881            |
| 12400010        | 52250                             | ADVERTISING                   | 3,935                             | 4,436           | 2,700           | 1,532             | 2,200           | 2,251             | 2,302             | 2,355             | 2,409             |
| 12400010        | 52310                             | CONVENTIONS AND DUES          | 350                               | 275             | 308             | 1,058             | 1,050           | 1,074             | 1,099             | 1,124             | 1,150             |
| 12400010        | 52330                             | TRAINING AND EDUCATION        | -                                 | 275             | 350             | 600               | 600             | 614               | 628               | 642               | 657               |
| 12400010        | 52520                             | EQUIPMENT REPAIR              | 400                               | -               | 220             | 220               | 220             | 225               | 230               | 236               | 241               |
| 12400010        | 54260                             | BAD CHECKS                    | -                                 | -               | 50              | 50                | 50              | 51                | 52                | 54                | 55                |
| 12400010        | 56995                             | DMV                           | -                                 | -               | -               | -                 | 500             | 512               | 523               | 535               | 548               |
| 12400010        | 52420                             | CASH TRANSPORT                | -                                 | -               | -               | -                 | 9,000           | 9,207             | 9,419             | 9,635             | 9,857             |
| 12400010        | 55190                             | OTHER OFFICE EQUIPMENT        | 115                               | -               | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 12400010        |                                   | TAX COLLECTOR                 | 400,143                           | 421,896         | 455,291         | 423,895           | 488,851         | 498,847           | 509,047           | 519,457           | 530,083           |
| <b>13000010</b> | <b>EMERGENCY REPORTING SYSTEM</b> |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 13000010        | 51000                             | REGULAR WAGES                 | 1,203,476                         | 1,035,902       | 1,332,123       | 950,000           | 1,002,023       | 1,022,065         | 1,042,505         | 1,063,359         | 1,084,630         |
| 13000010        | 51300                             | PART TIME PAYROLL             | -                                 | -               | 5,850           | -                 | 23,712          | 24,186            | 24,670            | 25,163            | 25,667            |
| 13000010        | 51400                             | TEMPORARY PAYROLL             | -                                 | 2,085           | -               | 16,000            | -               | -                 | -                 | -                 | -                 |
| 13000010        | 51500                             | OVERTIME                      | 94,040                            | 320,627         | -               | 468,000           | 266,162         | 266,162           | 266,162           | 266,162           | 266,162           |
| 13000010        | 51700                             | LONGEVITY PAY                 | 6,030                             | 6,130           | 6,030           | 1,487             | 6,740           | 6,740             | 6,740             | 6,740             | 6,740             |
| 13000010        | 51800                             | SEPARATION PAY                | -                                 | -               | 30,148          | -                 | 30,148          | -                 | -                 | -                 | -                 |
| 13000010        | 52150                             | TELEPHONE EXPENSE             | 23,415                            | 19,710          | 25,000          | 18,375            | 26,000          | 26,598            | 27,210            | 27,836            | 28,476            |
| 13000010        | 52510                             | MAINTENANCE SERVICE AGREEMENT | 234,743                           | 204,135         | 255,437         | 255,437           | 254,851         | 260,713           | 266,709           | 272,843           | 279,119           |
| 13000010        | 53110                             | OFFICE SUPPLIES               | 2,532                             | 2,797           | 5,570           | 5,978             | 5,570           | 5,698             | 5,829             | 5,963             | 6,100             |
| 13000010        | 54110                             | HEALTH INSURANCE PREMIUMS     | 226,749                           | 169,333         | 282,362         | 252,912           | 298,118         | 373,568           | 403,454           | 435,730           | 470,589           |
| 13000010        | 54130                             | FICA-CITY'S SHARE             | 100,751                           | 102,332         | 101,193         | 108,000           | 86,851          | 81,787            | 83,085            | 84,408            | 85,758            |
| 13000010        | 54140                             | PENSION - CITY'S SHARE        | 80,678                            | 91,126          | 88,290          | 98,409            | 85,375          | 83,766            | 85,095            | 86,450            | 87,833            |
| 13000010        | 55180                             | COMPUTER SOFTWARE             | 7,000                             | 9,601           | 13,400          | 2,647             | 12,958          | 13,256            | 13,561            | 13,873            | 14,192            |
| 13000010        | 55190                             | OTHER OFFICE EQUIPMENT        | 12,884                            | 12,225          | 13,100          | 7,632             | 13,800          | 14,117            | 14,442            | 14,774            | 15,114            |
| 13000010        |                                   | EMERGENCY REPORTING SYSTEM    | 1,992,298                         | 1,976,003       | 2,158,503       | 2,184,877         | 2,112,308       | 2,178,657         | 2,239,461         | 2,303,302         | 2,370,380         |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                |                               | ----- 5 YEAR FINANCIAL PLAN ----- |                   |                   |                   |                   |                   |                   |                   |                   |
|-----------------|--------------------------------|-------------------------------|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                |                               | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL   | FY 23<br>BUDGET   | FY 23<br>FORECAST | FY 24<br>BUDGET   | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>13100010</b> | <b>POLICE DEPT. ADMIN.</b>     |                               |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| 13100010        | 51000                          | REGULAR WAGES                 | 252,594                           | 265,045           | 261,937           | 385,486           | 268,976           | 274,356           | 279,843           | 285,440           | 291,148           |
| 13100010        | 51530                          | VACATION BUY BACK             | 24,509                            | 29,486            | 30,000            | 36,828            | 35,000            | 35,700            | 36,414            | 37,142            | 37,885            |
| 13100010        | 51700                          | LONGEVITY PAY                 | 26,910                            | 26,057            | 28,885            | 37,164            | 28,000            | 28,000            | 28,000            | 28,000            | 28,000            |
| 13100010        | 52110                          | ELECTRICITY                   | 43,323                            | 35,940            | 40,000            | 30,076            | 76,000            | 77,748            | 79,536            | 81,366            | 83,237            |
| 13100010        | 52150                          | TELEPHONE EXPENSE             | 177,144                           | 232,643           | 175,000           | 145,495           | 230,000           | 235,290           | 240,702           | 246,238           | 251,901           |
| 13100010        | 52220                          | OUTSIDE PRINTING SERVICES     | 1,723                             | 3,438             | 2,400             | 2,880             | 2,600             | 2,660             | 2,721             | 2,784             | 2,848             |
| 13100010        | 52255                          | MINORITY RECRUITMENT          | 2,724                             | 7,037             | 8,000             | 9,600             | 8,000             | 8,184             | 8,372             | 8,565             | 8,762             |
| 13100010        | 52260                          | OTHER PRINTING SERVICES       | -                                 | 1,102             | 500               | 600               | 500               | 512               | 523               | 535               | 548               |
| 13100010        | 52310                          | CONVENTIONS AND DUES          | 1,393                             | 1,675             | 2,200             | 2,106             | 2,200             | 2,251             | 2,302             | 2,355             | 2,409             |
| 13100010        | 52450                          | MEDICAL SERVICES              | 27,037                            | 30,017            | 27,500            | 11,244            | 27,500            | 28,133            | 28,780            | 29,441            | 30,119            |
| 13100010        | 52630                          | RENTAL OF VEHICLES            | 22,805                            | 22,860            | 24,000            | 23,000            | 24,000            | 24,552            | 25,117            | 25,694            | 26,285            |
| 13100010        | 52640                          | RENTAL OF OFFICE EQUIPMENT    | 50,417                            | 58,829            | 50,000            | 53,000            | 50,000            | 51,150            | 52,326            | 53,530            | 54,761            |
| 13100010        | 52650                          | OTHER RENTAL                  | 22,902                            | 20,745            | 21,600            | 24,000            | 24,000            | 24,552            | 25,117            | 25,694            | 26,285            |
| 13100010        | 52660                          | SOFTWARE LICENSES             | 10,742                            | 13,281            | 10,140            | 3,000             | 10,140            | 10,373            | 10,612            | 10,856            | 11,106            |
| 13100010        | 52730                          | BOARDING PRISONERS            | 3,427                             | 3,882             | 3,000             | 3,300             | 3,000             | 3,069             | 3,140             | 3,212             | 3,286             |
| 13100010        | 52750                          | FEES AND CHARGES (UpSafety)   | -                                 | -                 | 15,000            | 15,000            | -                 | -                 | -                 | -                 | -                 |
| 13100010        | 52770                          | OTHER CONTRACTUAL SERVICES    | 100,955                           | 130,373           | 145,000           | 177,700           | 145,000           | 148,335           | 151,747           | 155,237           | 158,807           |
| 13100010        | 52780                          | UNIFORM ALLOWANCE - FULL TIME | 3,233                             | 6,112             | 3,500             | 3,500             | 3,500             | 3,581             | 3,663             | 3,747             | 3,833             |
| 13100010        | 52820                          | PSYCHOLOGICAL TESTING         | 2,525                             | 8,385             | 12,000            | 12,000            | 12,000            | 12,276            | 12,558            | 12,847            | 13,143            |
| 13100010        | 52830                          | OTHER EXAMINATIONS            | 12,568                            | 1,005             | 7,000             | 7,000             | 7,000             | 7,161             | 7,326             | 7,494             | 7,667             |
| 13100010        | 53130                          | OTHER SUPPLIES                | 20,137                            | 14,537            | 14,000            | 14,000            | 14,000            | 14,322            | 14,651            | 14,988            | 15,333            |
| 13100010        | 53210                          | AUTOMOTIVE FUEL AND FLUIDS    | 167,213                           | 200,730           | 180,000           | 180,000           | 200,000           | 204,600           | 209,306           | 214,120           | 219,045           |
| 13100010        | 54320                          | PAYMENTS TO OUTSIDE AGENCIES  | 12,000                            | 12,000            | 12,000            | 12,000            | 12,000            | 12,276            | 12,558            | 12,847            | 13,143            |
| 13100010        | 55650                          | SWAT EQUIPMENT                | 5,640                             | 11,243            | 10,000            | 10,000            | 10,000            | 10,230            | 10,465            | 10,706            | 10,952            |
| 13100010        | 56180                          | EDUCATIONAL REIMBURSEMENT     | 10,662                            | 11,076            | 23,300            | 23,300            | 23,000            | 23,529            | 24,070            | 24,624            | 25,190            |
| 13100010        |                                | POLICE DEPT. ADMIN.           | <b>1,002,584</b>                  | <b>1,147,498</b>  | <b>1,106,962</b>  | <b>1,222,280</b>  | <b>1,216,416</b>  | <b>1,242,838</b>  | <b>1,269,849</b>  | <b>1,297,463</b>  | <b>1,325,692</b>  |
| <b>13100030</b> | <b>POLICE DEPT. OPERATIONS</b> |                               |                                   |                   |                   |                   |                   |                   |                   |                   |                   |
| 13100030        | 51000                          | REGULAR WAGES                 | 8,313,191                         | 8,800,508         | 8,860,983         | 8,210,000         | 9,418,526         | 11,008,014        | 11,283,195        | 11,565,261        | 11,854,373        |
| 13100030        | 51270                          | EXTRA EARNINGS                | 23                                | -                 | -                 | -                 | -                 | -                 | -                 | -                 | -                 |
| 13100030        | 51500                          | OVERTIME                      | 381,714                           | 518,223           | 300,000           | 686,000           | 300,000           | 306,000           | 312,120           | 318,362           | 324,730           |
| 13100030        | 51520                          | POLICE MANPOWER OVERTIME      | 1,108,064                         | 1,497,509         | 1,500,000         | 2,200,000         | 1,500,000         | 1,530,000         | 1,560,600         | 1,591,812         | 1,623,648         |
| 13100030        | 51530                          | VACATION BUY BACK             | 415,605                           | 340,375           | 406,100           | 550,000           | 406,100           | 414,222           | 422,506           | 430,957           | 439,576           |
| 13100030        | 51540                          | INTERCITY POLICE EXTRA DUTY   | 264,551                           | 255,990           | 200,000           | 542,000           | 200,000           | 204,000           | 208,080           | 212,242           | 216,486           |
| 13100030        | 51610                          | SHIFT DIFFERENTIAL - UNIFORM  | 103,044                           | 61,448            | 115,000           | 65,000            | 115,000           | 117,300           | 119,646           | 122,039           | 124,480           |
| 13100030        | 51700                          | LONGEVITY PAY                 | 598,897                           | 467,467           | 520,000           | 310,000           | 520,000           | 520,000           | 520,000           | 520,000           | 520,000           |
| 13100030        | 51800                          | SEPARATION PAY                | 111,223                           | 2,524             | 250,000           | 316,000           | 250,000           | 255,000           | 260,100           | 265,302           | 270,608           |
| 13100030        | 51801                          | WORKERS' COMP. PAY            | 224,306                           | 296,348           | 250,000           | 214,000           | 250,000           | 250,000           | 250,000           | 250,000           | 250,000           |
| 13100030        | 52360                          | BUSINESS EXPENSE              | 20,801                            | 25,230            | 7,100             | 17,000            | 7,100             | 7,263             | 7,430             | 7,601             | 7,776             |
| 13100030        | 52780                          | UNIFORM ALLOWANCE - FULL TIME | 177,550                           | 302,358           | 180,000           | 170,000           | 180,000           | 184,140           | 188,375           | 192,708           | 197,140           |
| 13100030        | 53520                          | POLICE CONSUMABLES            | 15,705                            | 23,647            | 25,000            | 8,200             | 25,000            | 25,575            | 26,163            | 26,765            | 27,381            |
| 13100030        |                                | POLICE DEPT. OPERATIONS       | <b>11,734,674</b>                 | <b>12,591,627</b> | <b>12,614,183</b> | <b>13,288,200</b> | <b>13,171,726</b> | <b>14,821,514</b> | <b>15,158,216</b> | <b>15,503,049</b> | <b>15,856,198</b> |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                    |                               | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|------------------------------------|-------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                    |                               | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>13100031</b> | <b>POLICE DEPT. SUPPORT</b>        |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 13100031        | 51000                              | REGULAR WAGES                 | 483,847                           | 481,412         | 585,445         | 434,000           | 513,907         | 524,183           | 534,667           | 545,360           | 556,269           |
| 13100031        | 51300                              | PART TIME WAGES               | 224,439                           | 251,742         | 250,820         | 260,000           | 250,820         | 255,836           | 260,953           | 266,172           | 271,496           |
| 13100031        | 51510                              | POLICE TRAINING OVERTIME      | 66,823                            | 112,565         | 100,000         | 160,000           | 130,000         | 132,600           | 135,252           | 137,957           | 140,716           |
| 13100031        | 51801                              | WORKERS' COMP. PAY            | 99                                | 1,337           | -               | 351               | -               | -                 | -                 | -                 | -                 |
| 13100031        | 52330                              | TRAINING AND EDUCATION        | 53,653                            | 69,674          | 40,000          | 62,000            | 62,000          | 63,426            | 64,885            | 66,377            | 67,904            |
| 13100031        | 52350                              | TRAVEL EXPENSES               | 601                               | 4,455           | 6,000           | 6,000             | 6,000           | 6,138             | 6,279             | 6,424             | 6,571             |
| 13100031        | 52480                              | OTHER PROFESSIONAL SERVICES   | 20,349                            | 21,004          | 20,000          | 21,000            | 20,000          | 20,460            | 20,931            | 21,412            | 21,904            |
| 13100031        | 52570                              | OTHER REPAIRS AND MAINT/UPGRD | 80,294                            | 136,882         | 45,000          | 35,000            | 50,000          | 51,150            | 52,326            | 53,530            | 54,761            |
| 13100031        | 52790                              | UNIFORM ALLOWANCE - PART TIME | 230                               | 1,769           | 3,000           | 3,000             | 3,000           | 3,069             | 3,140             | 3,212             | 3,286             |
| 13100031        | 53260                              | TRAFFIC RELATED SUPPLIES      | 13,183                            | 15,945          | 15,000          | 16,000            | 17,500          | 17,903            | 18,314            | 18,735            | 19,166            |
| 13100031        | 53450                              | LABORATORY SUPPLIES           | 5,721                             | 5,495           | 4,500           | 9,000             | 7,500           | 7,673             | 7,849             | 8,029             | 8,214             |
| 13100031        | 53510                              | FIREARM SUPPLIES              | 28,136                            | 28,887          | 25,000          | 27,000            | 35,000          | 35,805            | 36,629            | 37,471            | 38,333            |
| 13100031        | 53650                              | AUDIO VISUAL MATERIAL         |                                   | 624             |                 | -                 |                 |                   |                   |                   |                   |
| 13100031        |                                    | POLICE DEPT. SUPPORT          | 977,375                           | 1,131,791       | 1,094,765       | 1,033,351         | 1,095,727       | 1,118,242         | 1,141,224         | 1,164,680         | 1,188,621         |
| <b>13202010</b> | <b>ANIMAL CONTROL</b>              |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 13202010        | 51000                              | REGULAR WAGES                 | 161,339                           | 173,759         | 188,128         | 172,275           | 193,800         | 198,644           | 203,612           | 208,704           | 213,920           |
| 13202010        | 51300                              | PART TIME WAGES               | 19,873                            | 6,069           | 20,300          | 1,663             | 20,300          | 20,706            | 21,120            | 21,543            | 21,973            |
| 13202010        | 51500                              | OVERTIME                      | 13,629                            | 29,974          | 14,000          | 22,204            | 17,000          | 17,000            | 17,000            | 17,000            | 17,000            |
| 13202010        | 51530                              | VACATION BUY BACK             | 848                               |                 | 3,100           | 7,204             | 3,500           | 3,570             | 3,641             | 3,714             | 3,789             |
| 13202010        | 51700                              | LONGEVITY PAY                 | 4,794                             | 6,062           | 5,100           | 2,852             | 5,100           | 5,100             | 5,100             | 5,100             | 5,100             |
| 13202010        | 51801                              | WORKERS' COMP. PAY            | 7,553                             | 19,942          | 2,500           | 379               | 2,500           | 2,500             | 2,500             | 2,500             | 2,500             |
| 13202010        | 52110                              | ELECTRICITY                   | 14,258                            | 12,973          | 14,000          | 12,836            | 26,500          | 27,110            | 27,733            | 28,371            | 29,023            |
| 13202010        | 52250                              | ADVERTISING                   | -                                 | 100             | 500             | -                 | 500             | 512               | 523               | 535               | 548               |
| 13202010        | 52310                              | CONVENTIONS AND DUES          | 100                               | 80              | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 13202010        | 52455                              | VETERINARY SERVICES           | 15,729                            | 13,032          | 20,000          | 18,000            | 20,000          | 20,460            | 20,931            | 21,412            | 21,904            |
| 13202010        | 52780                              | UNIFORM ALLOWANCE - FULL TIME | 5,996                             | 8,659           | 6,200           | 5,000             | 6,200           | 6,343             | 6,488             | 6,638             | 6,790             |
| 13202010        | 53485                              | DOG FOOD                      | 1,532                             | 1,068           | 2,000           | 600               | 2,000           | 2,046             | 2,093             | 2,141             | 2,190             |
| 13202010        | 55370                              | OTHER EQUIPMENT               | 11,820                            | 2,032           | 6,700           | 2,237             | 6,700           | 6,854             | 7,012             | 7,173             | 7,338             |
| 13202010        |                                    | ANIMAL CONTROL                | 257,468                           | 273,750         | 285,328         | 245,251           | 306,900         | 313,708           | 320,684           | 327,829           | 335,143           |
| <b>13300010</b> | <b>EMERGENCY MANAGEMENT</b>        |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 13300010        | 51300                              | PART TIME WAGES               | 11,948                            | 11,948          | 50,000          | 50,000            | 51,250          | 52,275            | 53,321            | 54,387            | 55,475            |
| 13300010        | 52150                              | TELEPHONE EXPENSE             | 705                               |                 | 750             | -                 | 750             | 767               | 785               | 803               | 821               |
| 13300010        | 53130                              | OTHER OPERATING SUPPLIES      | -                                 | 2,039           | 1,000           | 150               | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 13300010        | 54090                              | OTHER CHARGES                 | 229                               | 8,129           | 500             | 700               | 500             | 512               | 523               | 535               | 548               |
| 13300010        |                                    | EMERGENCY MANAGEMENT          | 12,882                            | 22,116          | 52,250          | 50,850            | 53,500          | 54,577            | 55,675            | 56,796            | 57,939            |
| <b>14000010</b> | <b>PUBLIC WORKS ADMINISTRATION</b> |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14000010        | 51000                              | REGULAR WAGES                 | 273,731                           | 266,409         | 301,658         | 268,000           | 506,697         | 516,832           | 527,167           | 537,710           | 548,464           |
| 14000010        | 51500                              | OVERTIME                      | 16,622                            | 16,564          | 4,000           | 4,467             | 5,000           | 5,100             | 5,202             | 5,306             | 5,412             |
| 14000010        | 51300                              | PART TIME WAGES               | 9,999                             | 9,999           | 12,000          | 44,319            | 12,000          | 12,240            | 12,485            | 12,734            | 12,989            |
| 14000010        | 52680                              | TOWN AID ROAD                 | 251,682                           | 201,600         | 275,000         | 275,000           | 275,000         | 281,325           | 287,795           | 294,415           | 301,186           |
| 14000010        | 53460                              | CLOTHING AND UNIFORMS         | 10,403                            | 10,024          | 12,000          | 12,000            | 12,000          | 12,276            | 12,558            | 12,847            | 13,143            |
| 14000010        |                                    | PUBLIC WORKS ADMINISTRATION   | 562,437                           | 504,596         | 604,658         | 603,786           | 810,697         | 827,773           | 845,208           | 863,012           | 881,194           |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                            |                                  | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|----------------------------|----------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                            |                                  | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>14100010</b> | <b>ENGINEERING</b>         |                                  |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14100010        | 51000                      | REGULAR WAGES                    | 115,208                           | 117,311         | 191,674         | 120,000           | 231,849         | 236,486           | 241,216           | 246,040           | 250,961           |
| 14100010        | 52310                      | CONVENTIONS AND DUES             | 383                               | 465             | 2,000           | 1,000             | 600             | 614               | 628               | 642               | 657               |
| 14100010        | 52480                      | PROFESSIONAL SERVICES            |                                   |                 |                 | -                 | 30,000          | 30,690            | 31,396            | 32,118            | 32,857            |
| 14100010        | 52335                      | PROFESSIONAL LICENSE FEES        | -                                 |                 | 1,000           | 1,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 14100010        | 56110                      | DEP STIPULATED/SEWERS/MS4        | 248,988                           | 294,008         | 250,000         | 250,000           | 250,000         | 250,000           | 250,000           | 250,000           | 250,000           |
| 14100010        |                            | ENGINEERINGENGINEERING           | 364,578                           | 411,784         | 444,674         | 372,000           | 513,449         | 518,813           | 524,286           | 529,871           | 535,570           |
| <b>14404072</b> | <b>VEHICLE MAINTENANCE</b> |                                  |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14404072        | 51000                      | REGULAR WAGES                    | 393,243                           | 430,998         | 444,221         | 406,157           | 448,191         | 457,156           | 466,299           | 475,625           | 485,136           |
| 14404072        | 51500                      | OVERTIME                         | 127,249                           | 87,804          | 49,000          | 79,711            | 49,000          | 49,980            | 50,980            | 51,999            | 53,039            |
| 14404072        | 52100                      | GAS HEAT NYMEX                   | 56,046                            | 27,359          | 45,000          | 30,000            | 35,000          | 35,805            | 36,629            | 37,471            | 38,333            |
| 14404072        | 52110                      | ELECTRICITY                      | -                                 | 18,509          | 25,200          | 25,000            | 47,800          | 48,899            | 50,024            | 51,175            | 52,352            |
| 14404072        | 52130                      | WATER                            | 1,504                             | 2,314           | 2,000           | 2,000             | 2,500           | 2,558             | 2,616             | 2,676             | 2,738             |
| 14404072        | 52310                      | CONVENTIONS AND DUES             | 499                               | 499             | 600             | 600               | 3,500           | 3,581             | 3,663             | 3,747             | 3,833             |
| 14404072        | 52320                      | SUBSCRIPTIONS AND PERIODICALS    | 6,978                             | 6,998           | 6,000           | 6,000             | 7,500           | 7,673             | 7,849             | 8,029             | 8,214             |
| 14404072        | 52540                      | MOTOR VEHICLE MAINT/REPAIR       | 70,505                            | 59,900          | 90,000          | 90,000            | 90,000          | 92,070            | 94,188            | 96,354            | 98,570            |
| 14404072        | 52545                      | SPECIAL EQUIPMENT REPAIR         | 22,850                            | 24,633          | 40,000          | 40,000            | 40,000          | 40,920            | 41,861            | 42,824            | 43,809            |
| 14404072        | 52550                      | GROUNDS MAINTENANCE              | 6,687                             | 3,832           | 7,200           | 7,200             | 7,200           | 7,366             | 7,535             | 7,708             | 7,886             |
| 14404072        | 52575                      | EMISSIONS TESTING                | -                                 |                 | 1,000           | 1,000             | 500             | 512               | 523               | 535               | 548               |
| 14404072        | 52585                      | TIRE REPAIR AND SERVICE          | 6,473                             | 2,924           | 11,000          | 11,000            | 9,000           | 9,207             | 9,419             | 9,635             | 9,857             |
| 14404072        | 52630                      | RENTAL OF VEHICLES               | -                                 | 1,141           | 2,000           | 2,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 14404072        | 52650                      | OTHER RENTAL                     | 1,380                             | 202             | 2,700           | 2,700             | -               | -                 | -                 | -                 | -                 |
| 14404072        | 52740                      | SECURITY SYSTEM                  | -                                 |                 | 2,700           | 2,700             | 3,200           | 3,274             | 3,349             | 3,426             | 3,505             |
| 14404072        | 52940                      | HAZARDOUS WASTE DISPOSAL         | 4,018                             | 3,924           | 6,000           | 6,000             | 6,000           | 6,138             | 6,279             | 6,424             | 6,571             |
| 14404072        | 53210                      | AUTOMOTIVE FUEL AND FLUIDS       | 198,111                           | 227,434         | 380,000         | 380,000           | 530,000         | 542,190           | 554,660           | 567,418           | 580,468           |
| 14404072        | 53220                      | MOTOR VEHICLE PARTS              | 206,626                           | 204,086         | 250,000         | 250,000           | 200,000         | 204,600           | 209,306           | 214,120           | 219,045           |
| 14404072        | 53240                      | TIRES, TUBES AND BATTERIES       | 41,279                            | 41,751          | 60,000          | 60,000            | 60,000          | 61,380            | 62,792            | 64,236            | 65,713            |
| 14404072        | 53250                      | TOOLS AND MISCELLANEOUS EQUIPMNT | 14,409                            | 10,800          | 12,000          | 14,000            | 12,000          | 12,276            | 12,558            | 12,847            | 13,143            |
| 14404072        | 53430                      | JANITORIAL SUPPLIES              | -                                 | 1,694           | 450             | 450               | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 14404072        | 53445                      | SAFETY SUPPLIES                  | 1,019                             | 799             | 2,500           | 2,500             | 3,000           | 3,069             | 3,140             | 3,212             | 3,286             |
| 14404072        | 53530                      | SNOW REMOVAL EQUIPMENT           | 33,092                            | 17,801          | 40,000          | 40,000            | 40,000          | 40,920            | 41,861            | 42,824            | 43,809            |
| 14404072        | 53560                      | BROOMS AND SWEEPERS              | 15,766                            | 10,635          | 20,000          | 20,000            | 30,000          | 30,690            | 31,396            | 32,118            | 32,857            |
| 14404072        |                            | VEHICLE MAINTENANCE              | 1,207,733                         | 1,186,037       | 1,499,571       | 1,479,018         | 1,626,391       | 1,662,308         | 1,699,019         | 1,736,545         | 1,774,901         |
| <b>14505071</b> | <b>COMPOST SITE</b>        |                                  |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14505071        | 52740                      | SECURITY SYSTEM                  | 1,865                             |                 | 2,200           | 2,200             | 2,200           | 2,251             | 2,302             | 2,355             | 2,409             |
| 14505071        | 52930                      | COMPOST SITE                     | 7,425                             | 1,230           | 8,000           | 8,000             | 90,000          | 92,070            | 94,188            | 96,354            | 98,570            |
| 14505071        | 52940                      | HAZARDOUS WASTE PICKUP           | 37,149                            | 34,920          | 30,000          | 30,000            | 35,000          | 35,805            | 36,629            | 37,471            | 38,333            |
| 14505071        |                            | COMPOST SITE                     | 46,438                            | 36,150          | 40,200          | 40,200            | 127,200         | 130,126           | 133,118           | 136,180           | 139,312           |



**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                   |                               | ----- 5 YEAR FINANCIAL PLAN ----- |                  |                  |                  |                  |                  |                  |                  |                  |
|-----------------|-----------------------------------|-------------------------------|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                 |                                   |                               | FY 21                             | FY 22            | FY 23            | FY 23            | FY 24            | FY 25            | FY 26            | FY 27            | FY 28            |
|                 |                                   |                               | ACTUAL                            | ACTUAL           | BUDGET           | FORECAST         | BUDGET           | FORECAST         | FORECAST         | FORECAST         | FORECAST         |
| <b>14509971</b> | <b>SOLID WASTE</b>                |                               |                                   |                  |                  |                  |                  |                  |                  |                  |                  |
| 14509971        | 52900                             | SPECIAL TRASH PICKUP          | 203,855                           | 318,164          | 298,300          | 298,300          | 327,600          | 335,135          | 342,843          | 350,728          | 358,795          |
| 14509971        | 52910                             | TRASH PICKUP                  | 1,376,965                         | 1,609,756        | 1,446,200        | 1,446,200        | 1,497,600        | 1,532,045        | 1,567,282        | 1,603,329        | 1,640,206        |
| 14509971        | 52915                             | TRASH PICKUP-CITY BUILDINGS   | 99,891                            | 119,678          | 128,000          | 128,000          | 136,000          | 139,128          | 142,328          | 145,601          | 148,950          |
| 14509971        | 52920                             | TIPPING FEES                  | 1,347,272                         | 1,322,975        | 1,450,000        | 1,450,000        | 1,475,000        | 1,508,925        | 1,543,630        | 1,579,134        | 1,615,454        |
| 14509971        | 52941                             | HAZARDOUS WASTE - CITY        | 436                               | 266              | 2,000            | 2,000            | 5,000            | 5,115            | 5,233            | 5,353            | 5,476            |
| 14509971        | 52950                             | RECYCLING PICKUP              | 539,000                           | 561,871          | 579,400          | 579,400          | 589,500          | 603,059          | 616,929          | 631,118          | 645,634          |
| 14509971        | 52955                             | PORTABLE RESTROOMS            | 23,266                            | 33,609           | 25,000           | 25,000           | 31,000           | 31,713           | 32,442           | 33,189           | 33,952           |
| 14509971        | 52931                             | BAG PICKUP                    | -                                 | -                | 180,000          | 180,000          | 180,000          | 184,140          | 188,375          | 192,708          | 197,140          |
| 14509971        |                                   | SOLID WASTE                   | <b>3,590,685</b>                  | <b>3,966,319</b> | <b>4,108,900</b> | <b>4,108,900</b> | <b>4,241,700</b> | <b>4,339,259</b> | <b>4,439,062</b> | <b>4,541,160</b> | <b>4,645,607</b> |
| <b>14606074</b> | <b>GROUNDS MAINTENANCE</b>        |                               |                                   |                  |                  |                  |                  |                  |                  |                  |                  |
| 14606074        | 52510                             | MAINTENANCE SERVICE AGREEMENT | 384                               | 1,995            | 3,500            | 3,500            | 3,500            | 3,581            | 3,663            | 3,747            | 3,833            |
| 14606074        | 52580                             | EQUIPMENT MAINTENANCE/REPAIR  | -                                 | 844              | 2,000            | 2,000            | 2,000            | 2,046            | 2,093            | 2,141            | 2,190            |
| 14606074        | 53265                             | STREET MARKING PAINT          | 1,781                             | -                | 5,000            | 5,000            | 5,000            | 5,115            | 5,233            | 5,353            | 5,476            |
| 14606074        | 53490                             | OTHER OPERATING SUPPLIES      | 1,466                             | 3,040            | 5,000            | 5,000            | 5,000            | 5,115            | 5,233            | 5,353            | 5,476            |
| 14606074        | 53555                             | LIGHT POLES                   | 12,638                            | 13,476           | 15,000           | 15,000           | 15,000           | 15,345           | 15,698           | 16,059           | 16,428           |
| 14606074        |                                   | GROUNDS MAINTENANCE           | <b>16,269</b>                     | <b>19,355</b>    | <b>30,500</b>    | <b>30,500</b>    | <b>30,500</b>    | <b>31,202</b>    | <b>31,919</b>    | <b>32,653</b>    | <b>33,404</b>    |
| <b>14606075</b> | <b>BUILDING MAINTENANCE</b>       |                               |                                   |                  |                  |                  |                  |                  |                  |                  |                  |
| 14606075        | 51000                             | REGULAR WAGES                 | 423,287                           | 440,285          | 453,855          | 439,376          | 481,075          | 490,694          | 500,505          | 510,515          | 520,723          |
| 14606075        | 51500                             | OVERTIME                      | 98,176                            | 124,989          | 69,100           | 99,924           | 74,200           | 75,684           | 77,198           | 78,742           | 80,316           |
| 14606075        | 52100                             | GAS HEAT NYMEX                | 123,782                           | 83,722           | 100,000          | 100,000          | 80,000           | 81,840           | 83,722           | 85,648           | 87,618           |
| 14606075        | 52110                             | ELECTRICITY                   | 414,741                           | 381,325          | 440,000          | 440,000          | 794,200          | 812,467          | 831,153          | 850,270          | 869,826          |
| 14606075        | 52130                             | WATER                         | 4,609                             | 15,469           | 25,000           | 25,000           | 20,000           | 20,460           | 20,931           | 21,412           | 21,904           |
| 14606075        | 52500                             | HVAC MAINTENANCE              | 100,800                           | 444,005          | 105,000          | 105,000          | 110,000          | 112,530          | 115,118          | 117,766          | 120,475          |
| 14606075        | 52510                             | MAINTENANCE SERVICE AGREEMENT | 52,162                            | 42,875           | 71,400           | 71,400           | 74,100           | 75,804           | 77,548           | 79,331           | 81,156           |
| 14606075        | 52530                             | BUILDING MAINTENANCE/REPAIR   | 34,239                            | 103,151          | 82,800           | 82,800           | 82,800           | 86,398           | 90,153           | 94,071           | 98,160           |
| 14606075        | 52740                             | SECURITY SYSTEM               | 12,332                            | 99,387           | 15,500           | 15,500           | 15,500           | 15,857           | 16,221           | 16,594           | 16,976           |
| 14606075        | 53430                             | JANITORIAL SUPPLIES           | 19,981                            | 25,392           | 20,000           | 20,000           | 24,000           | 24,552           | 25,117           | 25,694           | 26,285           |
| 14606075        | 53445                             | SAFETY SUPPLIES               | 834                               | 3,386            | 5,000            | 5,000            | 5,000            | 5,115            | 5,233            | 5,353            | 5,476            |
| 14606075        | 53490                             | OTHER OPERATING SUPPLIES      | 257                               | 2,263            | -                | -                | -                | -                | -                | -                | -                |
| 14606075        | 53495                             | COFFEE AND WATER              | 620                               | 1,164            | 500              | 500              | 1,000            | 1,023            | 1,047            | 1,071            | 1,095            |
| 14606075        |                                   | BUILDING MAINTENANCE          | <b>1,285,822</b>                  | <b>1,767,413</b> | <b>1,388,155</b> | <b>1,404,500</b> | <b>1,761,875</b> | <b>1,802,424</b> | <b>1,843,945</b> | <b>1,886,467</b> | <b>1,930,011</b> |
| <b>14704010</b> | <b>HIGHWAYS &amp; PARKS ADMIN</b> |                               |                                   |                  |                  |                  |                  |                  |                  |                  |                  |
| 14704010        | 51000                             | REGULAR WAGES                 | 2,340,336                         | 2,155,207        | 2,550,834        | 2,029,105        | 2,563,580        | 2,614,851        | 2,614,851        | 2,667,145        | 2,720,482        |
| 14704010        | 51400                             | TEMPORARY PAYROLL             | 42,681                            | 96,903           | 110,000          | 134,421          | 110,000          | 112,200          | 114,444          | 116,733          | 119,068          |
| 14704010        | 51500                             | OVERTIME                      | 426,733                           | 380,589          | 240,000          | 374,803          | 260,000          | 260,000          | 260,000          | 260,000          | 260,000          |
| 14704010        | 51550                             | SNOW REMOVAL                  | 218                               | -                | 80,000           | 40,000           | 80,000           | 81,600           | 83,232           | 84,897           | 86,595           |
| 14704010        | 52160                             | STREET LIGHTING               | 638,519                           | 590,413          | 760,000          | 720,000          | 1,400,000        | 1,432,200        | 1,465,141        | 1,498,839        | 1,533,312        |
| 14704010        | 52550                             | GROUNDS MAINTENANCE           | 34,015                            | 21,527           | 41,800           | 41,800           | 41,800           | 42,761           | 43,745           | 44,751           | 45,780           |
| 14704010        | 52610                             | RENTAL OF LAND                | 500                               | 442              | 850              | 850              | -                | -                | -                | -                | -                |
| 14704010        | 53380                             | MISC. CONSTRUCTION SUPPLIES   | 71,054                            | 251,397          | 74,380           | 60,000           | 74,380           | 76,091           | 77,841           | 79,631           | 81,463           |
| 14704010        | 56990                             | SPECIAL PROJECTS              | -                                 | -                | 55,000           | 55,000           | 55,000           | 56,265           | 57,559           | 58,883           | 60,237           |
| 14704010        |                                   | HIGHWAYS AND PARKS ADMIN      | <b>3,554,055</b>                  | <b>3,496,478</b> | <b>3,912,864</b> | <b>3,455,979</b> | <b>4,584,760</b> | <b>4,675,968</b> | <b>4,716,812</b> | <b>4,810,879</b> | <b>4,906,937</b> |



**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                             |                               | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|-----------------------------|-------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                             |                               | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>14706010</b> | <b>HIGHWAYS &amp; PARKS</b> |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14706010        | 52210                       | PRINTING                      | -                                 | 149             | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 14706010        | 53445                       | SAFETY SUPPLIES               | 2,000                             | 1,805           | 5,000           | 6,269             | 9,000           | 9,207             | 9,419             | 9,635             | 9,857             |
| 14706010        |                             | HIGHWAYS AND PARKS            | 2,000                             | 1,954           | 5,000           | 6,269             | 9,000           | 9,207             | 9,419             | 9,635             | 9,857             |
| <b>14706076</b> | <b>PARKS MAINTENANCE</b>    |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14706076        | 52110                       | ELECTRICITY                   | 108,536                           | 89,716          | 115,000         | 115,000           | 196,700         | 201,224           | 205,852           | 210,587           | 215,430           |
| 14706076        | 52130                       | WATER                         | 19,259                            | 24,044          | 30,000          | 26,870            | 30,000          | 30,690            | 31,396            | 32,118            | 32,857            |
| 14706076        | 52530                       | BUILDING MAINTENANCE/REPAIR   | 4,546                             | 7,304           | 16,000          | 15,000            | 16,000          | 16,695            | 17,421            | 18,178            | 18,968            |
| 14706076        | 52550                       | GROUPS MAINTENANCE            | 83,988                            | 86,955          | 77,312          | 66,533            | 77,312          | 79,090            | 80,909            | 82,770            | 84,674            |
| 14706076        | 52740                       | SECURITY SYSTEM               | 1,197                             | 1,553           | 2,700           | 2,526             | 2,700           | 2,762             | 2,826             | 2,891             | 2,957             |
| 14706076        |                             | PARKS MAINTENANCE             | 217,525                           | 209,572         | 241,012         | 225,929           | 322,712         | 330,462           | 338,404           | 346,544           | 354,886           |
| <b>14706077</b> | <b>OUTSIDE CONTRACTORS</b>  |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14706077        | 52570                       | OTHER REPAIRS AND MAINT/UPGRD | 80,507                            | 13,445          | 20,000          | 20,000            | 33,000          | 33,759            | 34,535            | 35,330            | 36,142            |
| 14706077        | 53380                       | MISC. CONSTRUCTION SUPPLIES   | 7,065                             | 7,708           | 35,000          | 35,000            | 35,000          | 35,805            | 36,629            | 37,471            | 38,333            |
| 14706077        |                             | EVICION STORAGE               |                                   |                 |                 | -                 | 67,000          | 67,000            | 67,000            | 67,000            | 67,000            |
| 14706077        |                             | EVICION SERVICES              |                                   |                 |                 | -                 | 30,000          | 30,000            | 30,000            | 30,000            | 30,000            |
| 14706077        | 54095                       | STORM/EMERGENCY LOSSES        | 66,683                            | 14,760          | 25,100          | 25,100            | 25,100          | 25,677            | 26,268            | 26,872            | 27,490            |
| 14706077        |                             | OUTSIDE CONTRACTORS           | 154,255                           | 35,913          | 80,100          | 80,100            | 190,100         | 192,241           | 194,432           | 196,673           | 198,965           |
| <b>14706078</b> | <b>TREE DEPT.</b>           |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 14706078        | 52555                       | TREE MAINTENANCE              | 233,377                           | 232,271         | 200,000         | 200,000           | 217,000         | 221,991           | 227,097           | 232,320           | 237,663           |
| 14706078        | 53490                       | OPER.SUPPLIES                 | -                                 | 247             | 1,000           | 1,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 14706078        | 53570                       | TREES AND SHRUBS              | -                                 | -               | 2,500           | 2,500             | 2,500           | 2,558             | 2,616             | 2,676             | 2,738             |
| 14706078        |                             | TREE DEPT.                    | 233,377                           | 232,518         | 203,500         | 203,500           | 220,500         | 225,572           | 230,760           | 236,067           | 241,497           |
| <b>15000010</b> | <b>HUMAN RESOURCES</b>      |                               |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 15000010        | 51000                       | REGULAR WAGES                 | 177,474                           | 311,076         | 372,344         | 312,420           | 377,052         | 384,594           | 392,286           | 400,132           | 408,135           |
| 15000010        | 51400                       | TEMPORARY PAYROLL             | 11,775                            | 4,538           | 13,000          | 8,881             | 13,000          | 13,260            | 13,525            | 13,796            | 14,072            |
| 15000010        | 51500                       | OVERTIME                      | 12,244                            | 17,591          | 6,000           | 7,766             | 10,000          | 10,200            | 10,404            | 10,612            | 10,824            |
| 15000010        | 52220                       | OUTSIDE PRINTING SERVICES     | -                                 | -               | 500             | 500               | 500             | 512               | 523               | 535               | 548               |
| 15000010        | 52810                       | VETERANS MEMORIAL DAY SERVICE | 2,792                             | 2,980           | 4,000           | 500               | 4,000           | 4,092             | 4,186             | 4,282             | 4,381             |
| 15000010        | 52840                       | BAND CONCERTS                 | 5,700                             | 5,500           | 6,000           | 17,000            | 6,000           | 6,138             | 6,279             | 6,424             | 6,571             |
| 15000010        | 52850                       | HOLIDAY FESTIVITIES           | 16,184                            | 57,902          | 8,000           | -                 | 8,000           | 8,184             | 8,372             | 8,565             | 8,762             |
| 15000010        | 52230                       | BEACH STICKERS                | 4,000                             | 14,123          | 500             | 4,000             | -               | -                 | -                 | -                 | -                 |
| 15000010        | 52425                       | ARCHIVING SERVICES            | 24,355                            | 24,355          | 26,000          | 5,500             | -               | -                 | -                 | -                 | -                 |
|                 |                             | ARTIFACT STOR MMILIT MUSEUM   |                                   |                 |                 | -                 | 26,000          |                   |                   |                   |                   |
| 15000010        | 53570                       | TREES AND SHRUBS              | 2,443                             | 2,478           | 2,000           | 8,324             | 2,500           | 2,558             | 2,616             | 2,676             | 2,738             |
| 15000010        | 54470                       | CLIENT ASSISTANCE             | 539                               | 1,400           | 8,000           | 8,000             | 8,000           | 8,184             | 8,372             | 8,565             | 8,762             |
| 15000010        | 56990                       | AT RISK YOUTH                 | -                                 | -               | 10,000          | 10,000            | 10,000          | 10,230            | 10,465            | 10,706            | 10,952            |
| 15000010        |                             | HUMAN RESOURCES               | 257,505                           | 441,943         | 456,344         | 384,891           | 465,052         | 447,951           | 457,030           | 466,293           | 475,745           |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                              |                                  | ----- 5 YEAR FINANCIAL PLAN ----- |                |                |                |                |                |                |                |                |
|-----------------|------------------------------|----------------------------------|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
|                 |                              |                                  | FY 21                             | FY 22          | FY 23          | FY 23          | FY 24          | FY 25          | FY 26          | FY 27          | FY 28          |
|                 |                              |                                  | ACTUAL                            | ACTUAL         | BUDGET         | FORECAST       | BUDGET         | FORECAST       | FORECAST       | FORECAST       | FORECAST       |
| <b>15100010</b> | <b>ELDERLY SERVICES</b>      |                                  |                                   |                |                |                |                |                |                |                |                |
| 15100010        | 51000                        | REGULAR WAGES                    | 164,562                           | 160,886        | 170,797        | 164,431        | 181,436        | 185,064        | 188,765        | 192,539        | 196,389        |
| 15100010        | 51500                        | OVERTIME                         | 1,812                             |                | -              | 3,288          | -              | -              | -              | -              | -              |
| 15100010        | 51100                        | SR.CNT. P/T (2 @ 19 HRS/WK)      | -                                 |                | 35,080         | -              | 35,080         | 35,782         | 36,497         | 37,227         | 37,972         |
| 15100010        | 52310                        | CONVENTIONS AND DUES             | -                                 |                | 490            | 69             | 500            | 512            | 523            | 535            | 548            |
| 15100010        | 52410                        | INSTRUCTORS                      | -                                 | 2,925          | 5,500          | 5,748          | 6,500          | 6,650          | 6,802          | 6,959          | 7,119          |
| 15100010        | 52630                        | RENTAL OF VEHICLES               | -                                 |                | -              | -              | -              | -              | -              | -              | -              |
| 15100010        | 52700                        | TRANSPORTATION CONTRACT          | 13,885                            | 187,610        | 205,685        | 205,685        | 205,685        | 210,416        | 215,255        | 220,206        | 225,271        |
| 15100010        | 52710                        | ELDERLY NUTRITION                | -                                 |                | 4,700          | 2,000          | 5,000          | 5,115          | 5,233          | 5,353          | 5,476          |
| 15100010        | 53490                        | OTHER OPERATING SUPPLIES         | 2,814                             | 3,129          | 3,000          | 190            | 5,000          | 5,115          | 5,233          | 5,353          | 5,476          |
| 15100010        |                              | ELDERLY SERVICES                 | <b>183,073</b>                    | <b>354,550</b> | <b>425,252</b> | <b>381,411</b> | <b>439,201</b> | <b>448,652</b> | <b>458,309</b> | <b>468,173</b> | <b>478,250</b> |
| <b>15202050</b> | <b>RECREATIONAL SERVICES</b> |                                  |                                   |                |                |                |                |                |                |                |                |
| 15202050        | 51000                        | REGULAR WAGES                    | 284,802                           | 328,464        | 381,247        | 385,865        | 388,175        | 395,938        | 403,857        | 411,935        | 420,173        |
| 15202050        | 51080                        | RECREATION AIDES                 | 16,300                            | 63,001         | 46,200         | 63,593         | 49,500         | 50,490         | 51,500         | 52,530         | 53,580         |
| 15202050        | 51130                        | BEACH CONSTABLES                 | 77,535                            | 42,064         | 62,916         | 84,903         | 67,410         | 68,758         | 70,133         | 71,536         | 72,967         |
| 15202050        | 51160                        | SPECIAL ACTIVITY INSTRUCTORS     | -                                 | 7,797          | 25,540         | 10,816         | 26,480         | 27,010         | 27,550         | 28,101         | 28,663         |
| 15202050        | 51170                        | SUPERVISORS AND INSTRUCTORS      | 36,055                            | 30,637         | 83,974         | 69,638         | 89,804         | 91,600         | 93,432         | 95,301         | 97,207         |
| 15202050        | 51180                        | LIFE GUARDS                      | 67,168                            | 72,729         | 73,390         | 80,000         | 76,940         | 78,479         | 80,048         | 81,649         | 83,282         |
| 15202050        | 51500                        | OVERTIME                         | 7,069                             | 10,326         | 8,700          | 7,971          | 9,315          | 9,501          | 9,691          | 9,885          | 10,083         |
| 15202050        | 52230                        | BEACH STICKERS                   | 9,402                             |                | 5,000          | 2,000          | -              | -              | -              | -              | -              |
| 15202050        | 52310                        | CONVENTIONS AND DUES             | 365                               | 455            | 1,250          | 1,000          | 2,450          | 2,506          | 2,564          | 2,623          | 2,683          |
| 15202050        | 52530                        | BUILDING MAINTENANCE/REPAIR      | 8,916                             | 9,035          | 12,096         | 8,375          | 12,960         | 13,523         | 14,111         | 14,724         | 15,364         |
| 15202050        | 52750                        | FEES AND CHARGES                 | -                                 |                | 4,000          | 3,000          | 4,000          | 4,092          | 4,186          | 4,282          | 4,381          |
| 15202050        | 53250                        | TOOLS AND MISCELLANEOUS EQUIPMNT | 2,487                             | 2,588          | 2,750          | 2,750          | 3,000          | 3,069          | 3,140          | 3,212          | 3,286          |
| 15202050        | 53440                        | MEDICAL SUPPLIES                 | 3,147                             | 4,000          | 4,000          | 3,000          | 5,510          | 5,637          | 5,766          | 5,899          | 6,035          |
| 15202050        | 53540                        | RECREATION SUPPLIES              | 10,332                            | 15,661         | 15,300         | 15,300         | 16,298         | 16,673         | 17,056         | 17,449         | 17,850         |
| 15202050        | 54320                        | PAYMENTS TO OUTSIDE AGENCIES     | 7,313                             | 9,250          | 11,200         | 5,200          | 11,200         | 11,458         | 11,721         | 11,991         | 12,266         |
| 15202050        | 55520                        | OTHER RECREATION EQUIPMENT       | 4,296                             | 4,800          | 4,800          | 4,800          | 5,100          | 5,217          | 5,337          | 5,460          | 5,586          |
| 15202050        |                              | RECREATIONAL SERVICES            | <b>535,186</b>                    | <b>600,807</b> | <b>742,363</b> | <b>748,211</b> | <b>768,142</b> | <b>783,951</b> | <b>800,094</b> | <b>816,577</b> | <b>833,406</b> |
| <b>15202051</b> | <b>DAY CAMP PROGRAM</b>      |                                  |                                   |                |                |                |                |                |                |                |                |
| 15202051        | 51400                        | TEMPORARY PAYROLL                | 63,984                            | 98,396         | 152,370        | 150,393        | 161,460        | 164,689        | 167,983        | 171,343        | 174,769        |
| 15202051        | 51080                        | RECREATION AIDES                 | 2,553                             | 31,329         | -              | -              | -              | -              | -              | -              | -              |
| 15202051        | 52700                        | TRANSPORTATION CONTRACT          | 3,850                             | 12,710         | 18,000         | 18,000         | 18,000         | 18,414         | 18,838         | 19,271         | 19,714         |
| 15202051        | 52750                        | FEES AND CHARGES                 | 5,992                             | 4,469          | 6,000          | 6,000          | 6,000          | 6,138          | 6,279          | 6,424          | 6,571          |
| 15202051        |                              | DAY CAMP PROGRAM                 | <b>76,379</b>                     | <b>146,904</b> | <b>176,370</b> | <b>174,393</b> | <b>185,460</b> | <b>189,241</b> | <b>193,100</b> | <b>197,037</b> | <b>201,055</b> |
| <b>15202552</b> | <b>BENNETT RINK PROGRAMS</b> |                                  |                                   |                |                |                |                |                |                |                |                |
| 15202552        | 52620                        | RENTAL OF BUILDINGS              | 25,000                            | 25,000         | 25,000         | 25,000         | 25,000         | 25,575         | 26,163         | 26,765         | 27,381         |
| 15202552        |                              | BENNETT RINK PROGRAMS            | <b>25,000</b>                     | <b>25,000</b>  | <b>25,000</b>  | <b>25,000</b>  | <b>25,000</b>  | <b>25,575</b>  | <b>26,163</b>  | <b>26,765</b>  | <b>27,381</b>  |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                   |                              | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|-----------------------------------|------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                   |                              | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>15202553</b> | <b>AQUATIC PROGRAMS</b>           |                              |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 15202553        | 51040                             | AQUATIC PROGRAM INSTRUCTORS  | 54                                | 253             | 20,640          | 20,000            | 21,792          | 22,228            | 22,672            | 23,126            | 23,588            |
| 15202553        | 51070                             | SWIMMING POOL STAFF          | 6,290                             | 25,032          | 80,180          | 80,000            | 86,632          | 88,365            | 90,132            | 91,935            | 93,773            |
| 15202553        | 51140                             | SWIM TEAM COACH              | 4,112                             |                 | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 15202553        | 51300                             | POOL CUSTODIANS              | 403                               | 32,060          | 17,500          | 17,059            | 20,000          | 20,400            | 20,808            | 21,224            | 21,649            |
| 15202553        | 52770                             | OTHER CONTRACTUAL SERVICES   | 13,995                            |                 | 16,000          | 13,000            | 16,000          | 16,368            | 16,744            | 17,130            | 17,524            |
| 15202553        | 53540                             | RECREATION SUPPLIES          | 1,767                             | 1,615           | 2,100           | 2,045             | 3,100           | 3,171             | 3,244             | 3,319             | 3,395             |
| 15202553        | 53545                             | SPECIAL ACTIVITY SUPPLIES    | 4,795                             | 4,080           | 5,000           | 5,000             | 6,332           | 6,478             | 6,627             | 6,779             | 6,935             |
| 15202553        |                                   | AQUATIC PROGRAMS             | 31,416                            | 63,040          | 141,420         | 137,104           | 153,856         | 157,009           | 160,228           | 163,512           | 166,864           |
| <b>15300010</b> | <b>HEALTH DEPARTMENT</b>          |                              |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 15300010        | 51000                             | REGULAR WAGES                | 350,240                           | 363,717         | 482,757         | 442,176           | 572,666         | 584,119           | 595,800           | 607,716           | 619,871           |
| 15300010        | 51500                             | OVERTIME                     | 553                               | 7,094           | 5,000           | 5,164             | 3,000           | 3,060             | 3,121             | 3,184             | 3,247             |
| 15300010        | 52310                             | CONVENTIONS AND DUES         | -                                 |                 | 1,000           | 1,330             | 1,200           | 1,228             | 1,256             | 1,285             | 1,314             |
| 15300010        | 52450                             | MEDICAL SERVICES             | 110                               | 1,718           | 1,000           | 1,767             | 500             | 512               | 523               | 535               | 548               |
| 15300010        | 52480                             | OTHER PROFESSIONAL SERVICES  | 381                               |                 | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 15300010        | 52535                             | PEST CONTROL                 | -                                 |                 | 1,000           | 1,000             | 1,000           | 1,023             | 1,047             | 1,071             | 1,095             |
| 15300010        | 52780                             | UNIFORMS-FULL TIME           | -                                 |                 | 250             | 836               | 1,750           | 1,790             | 1,831             | 1,874             | 1,917             |
| 15300010        | 53440                             | MEDICAL SUPPLIES             | 5,121                             | 2,462           | 6,000           | 5,000             | 4,500           | 4,604             | 4,709             | 4,818             | 4,929             |
| 15300010        |                                   | HEALTH DEPARTMENT            | 356,405                           | 374,991         | 497,307         | 457,573           | 588,116         | 599,915           | 611,950           | 624,229           | 636,754           |
| <b>16001060</b> | <b>LIBRARY</b>                    |                              |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 16001060        | 51000                             | REGULAR WAGES                | 1,321,000                         | 1,421,004       | 1,575,374       | 1,575,374         | 1,625,000       | 1,625,000         | 1,625,000         | 1,625,000         | 1,625,000         |
| 16001060        | 56320                             | COVID19 EXP-STATE SUBSIDIZED | 680                               | 14,688          | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 16001060        |                                   | LIBRARY                      | 1,321,680                         | 1,435,692       | 1,575,374       | 1,575,374         | 1,625,000       | 1,625,000         | 1,625,000         | 1,625,000         | 1,625,000         |
| <b>18009980</b> | <b>CITY INSURANCE PREMIUMS</b>    |                              |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 18009980        | 54030                             | GEN'L LIABILITY INS PREMIUM  | 432,339                           | 497,861         | 485,977         | 600,000           | 600,000         | 613,800           | 627,917           | 642,360           | 657,134           |
| 18009980        |                                   | CITY INSURANCE PREMIUMS      | 432,339                           | 497,861         | 485,977         | 600,000           | 600,000         | 613,800           | 627,917           | 642,360           | 657,134           |
| <b>18009981</b> | <b>CITY INSURANCE - RETENTION</b> |                              |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 18009981        | 54210                             | PHYSICAL AUTO DAMAGE         | 179,143                           | 262,969         | 50,000          | 150,000           | 220,000         | 225,060           | 230,236           | 235,532           | 240,949           |
| 18009981        | 54230                             | GENERAL LIABILITY LOSSES     | 167,431                           | 454,706         | 225,000         | 600,000           | 600,000         | 663,800           | 679,067           | 694,686           | 710,664           |
| 18009981        | 54250                             | OTHER LOSSES                 | 66,568                            | 108,615         | 40,000          | 40,000            | 40,000          | 40,920            | 41,861            | 42,824            | 43,809            |
| 18009981        |                                   | CITY INSURANCE - RETENTION   | 413,142                           | 826,290         | 315,000         | 790,000           | 860,000         | 929,780           | 951,165           | 973,042           | 995,422           |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                |                                 | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                 |                   |                 |                   |                   |                   |                   |
|-----------------|--------------------------------|---------------------------------|-----------------------------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                 |                                |                                 | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL | FY 23<br>BUDGET | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>18109982</b> | <b>EMPLOYEE BENEFITS</b>       |                                 |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 18109982        | 51530                          | VACATION BUY BACK               | 114,366                           | 91,789          | 110,000         | 110,000           | 112,200         | 114,444           | 116,733           | 119,068           | 121,449           |
| 18109982        | 51700                          | LONGEVITY PAY                   | 62,450                            | 53,860          | 80,000          | 80,000            | 81,600          | 81,600            | 81,600            | 81,600            | 81,600            |
| 18109982        | 51800                          | SEPARATION PAY                  | 69,000                            | 101,212         | 90,000          | 30,000            | 91,800          | 91,800            | 91,800            | 91,800            | 91,800            |
| 18109982        | 54110                          | HEALTH INS. - CT PARTNERSHIP    | 5,331,262                         | 5,029,695       | 5,840,736       | 5,840,736         | 6,255,428       | 6,704,008         | 7,240,331         | 7,819,563         | 8,445,125         |
| 18109982        | 54110                          | HEALTH INS. - RETIREES          | 3,997,325                         | 4,327,741       | 5,195,505       | 5,195,505         | 5,413,716       | 5,844,074         | 6,077,258         | 6,319,388         | 6,570,778         |
| 18109982        | 54120                          | LIFE INSURANCE PREM.            | 184,044                           | 137,333         | 136,500         | 136,500           | 169,329         | 173,224           | 177,208           | 181,283           | 185,453           |
| 18109982        | 54130                          | FICA-CITY                       | 1,425,390                         | 1,394,732       | 1,513,907       | 1,513,907         | 1,544,185       | 1,662,545         | 1,694,159         | 1,729,464         | 1,765,556         |
| 18109982        | 54140                          | 401K - CITY                     | 1,030,188                         | 1,040,366       | 1,257,710       | 1,257,710         | 1,282,864       | 1,364,372         | 1,390,650         | 1,420,139         | 1,450,290         |
| 18109982        | 54141                          | PENSION - POLICE                | 2,412,000                         | 2,430,000       | 2,396,000       | 2,396,000         | 4,023,000       | 4,787,000         | 5,428,000         | 5,843,000         | 6,727,000         |
| 18109982        | 54170                          | LONG TERM DISABIL. PREM.        | 109,676                           | 82,425          | 96,000          | 96,000            | 97,920          | 100,172           | 102,476           | 104,833           | 107,244           |
| 18109982        | 54180                          | HEART AND HYPERTENSION          | 588                               |                 | -               | -                 | -               | -                 | -                 | -                 | -                 |
| 18109982        | 56180                          | EDUCATION REIMBURSEMENT         | 3,659                             | 13,738          | 15,000          | 15,000            | 15,000          | 15,345            | 15,698            | 16,059            | 16,428            |
| 18109982        |                                | EMPLOYEE BENEFITS               | 14,739,949                        | 14,702,891      | 16,731,358      | 16,671,358        | 19,087,042      | 20,938,583        | 22,415,913        | 23,726,197        | 25,562,724        |
| <b>18109983</b> | <b>STATE MANDATED BENEFITS</b> |                                 |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 18109983        | 54160                          | CT. UNEMPLOYMENT COMP.          | 71,679                            | 6,230           | 75,000          | 75,000            | 76,500          | 78,260            | 80,059            | 81,901            | 83,785            |
| 18109983        | 54180                          | HEART AND HYPER COMP.           | 134,548                           | 112,686         | 400,000         | 43,000            | 42,957          | 43,945            | 44,956            | 45,990            | 47,047            |
| 18109983        | 54190                          | WORKER'S COMP PREM.             | 1,537,922                         | 2,422,372       | 1,606,200       | 3,000,000         | 2,350,000       | 2,404,050         | 2,459,343         | 2,515,908         | 2,573,774         |
| 18109983        |                                | STATE MANDATED BENEFITS         | 1,744,149                         | 2,541,288       | 2,081,200       | 3,118,000         | 2,469,457       | 2,526,255         | 2,584,358         | 2,643,799         | 2,704,606         |
| <b>18209984</b> | <b>DEBT SERVICE PAYMENTS</b>   |                                 |                                   |                 |                 |                   |                 |                   |                   |                   |                   |
| 18209984        | 54510                          | CITY - G/P BONDS PRINCIPAL      | 11,648,055                        | 14,760,000      | 6,302,556       | 6,302,556         | 6,574,740       | 6,708,556         | 5,429,100         | 4,806,000         | 4,522,450         |
| 18209984        | 54520                          | CITY - G/P BONDS INTEREST       | 2,256,694                         | 2,935,899       | 1,769,286       | 1,567,786         | 1,387,532       | 1,245,203         | 1,148,058         | 1,170,271         | 1,284,225         |
|                 |                                | DEBT SERVICE - CITY             | 13,904,749                        | 17,695,899      | 8,071,842       | 7,870,342         | 7,962,272       | 7,953,759         | 6,577,158         | 5,976,271         | 5,806,675         |
| 18209984        | 54510                          | BOE - G/P BONDS PRINCIPAL       | 2,762,944                         |                 | 4,038,544       | 2,568,215         | 4,318,260       | 4,455,444         | 4,020,900         | 3,643,000         | 3,479,300         |
| 18209984        | 54520                          | BOE - G/P BONDS INTEREST        | 751,595                           |                 | 2,094,305       | 1,778,486         | 1,768,968       | 2,720,421         | 2,834,389         | 2,809,026         | 2,778,284         |
|                 |                                | DEBT SERVICE - BOE              | 3,514,540                         | -               | 6,132,849       | 4,346,701         | 6,087,228       | 7,175,865         | 6,855,289         | 6,452,026         | 6,257,584         |
| 18209984        | 54510                          | WPCA - G/P BONDS PRINCIPAL      | 207,000                           |                 | 194,000         | 194,000           | 191,000         | 186,000           | 179,000           | 179,000           | 179,000           |
| 18209984        | 54520                          | WPCA - G/P BONDS INTEREST       | 145,515                           |                 | 128,050         | 128,050           | 118,425         | 109,000           | 99,875            | 90,925            | 81,975            |
| 18209984        | 54640                          | WPCA - CLEAN WATER FUND (PANDI) | 361,128                           | 204,680         | 101,954         | 104,974           | -               | -                 | -                 | -                 | -                 |
|                 |                                | DEBT SERVICE - WPCA             | 713,643                           | 204,680         | 424,004         | 427,024           | 309,425         | 295,000           | 278,875           | 269,925           | 260,975           |
| 18209984        |                                | DEBT SERVICE PAYMENTS           | 18,132,932                        | 17,900,579      | 14,628,695      | 12,644,067        | 14,358,925      | 15,424,624        | 13,711,323        | 12,698,223        | 12,325,234        |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
EXPENDITURE DETAIL**

|                 |                                     |                                 | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |                    |
|-----------------|-------------------------------------|---------------------------------|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|                 |                                     |                                 | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL    | FY 23<br>BUDGET    | FY 23<br>FORECAST  | FY 24<br>BUDGET    | FY 25<br>FORECAST  | FY 26<br>FORECAST  | FY 27<br>FORECAST  | FY 28<br>FORECAST  |
| <b>18309910</b> | <b>MED COM</b>                      |                                 |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| 18309910        | 54320                               | PAYMENTS TO OUTSIDE AGENCIES    | 38,593                            | 38,593             | 42,179             | 46,000             | 43,023             | 44,013             | 45,025             | 46,060             | 47,120             |
| 18309910        |                                     | MED COM                         | 38,593                            | 38,593             | 42,179             | 46,000             | 43,023             | 44,013             | 45,025             | 46,060             | 47,120             |
| <b>19009990</b> | <b>CONTINGENCY / OTHER EXPENSES</b> |                                 |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
| 19009990        | 56010                               | UNALLOCATED CONTINGENCY         | -                                 |                    | 600,000            | 600,000            | 1,157,000          | 1,000,000          | 1,000,000          | 1,000,000          | 1,000,000          |
| 19009990        | 56320                               | COVID 19 EXP-STATE SUBSIDIZED   |                                   | 51,261             |                    |                    |                    |                    |                    |                    |                    |
| 19009990        | 52340                               | MILEAGE ALLOWANCE REIMBURSEMEN  | 2,000                             | 2                  | 500                | 500                | 512                | 524                | 536                | 548                | 561                |
| 19009990        | 56140                               | PRIMARY EXPENSE                 | 58,902                            | 44,312             | 60,000             | 60,000             | 50,000             | 50,000             | 60,000             | 50,000             | 50,000             |
| 19009990        | 56220                               | ACTUARIAL STUDY                 | 11,900                            | 11,100             | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56245                               | UNSUBSTANTIATED CREDIT CARD EXP |                                   | 73                 |                    |                    |                    |                    |                    |                    |                    |
| 19009990        | 56305                               | ELECTION EXPENSE                | 34,309                            | 55,075             | 35,000             | 35,000             | 35,805             | 36,629             | 37,471             | 38,333             | 39,214             |
| 19009990        | 56360                               | BANK FEES                       | 51,934                            | 53,151             | 50,000             | 50,000             | 50,000             | 50,000             | 50,000             | 50,000             | 50,000             |
| 19009990        | 56370                               | DOG REPORT                      | 5,395                             | 11,390             | 9,000              | 9,000              | 9,207              | 9,419              | 9,635              | 9,857              | 10,084             |
| 19009990        | 56990                               | MISCELLANEOUS                   | 6,580                             |                    | 2,000              | 2,000              | 2,046              | 2,093              | 2,141              | 2,190              | 2,241              |
| 19009990        | 56997                               | SEIZED ASSET DEFICIT            | 40,000                            | 21,867             | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56210                               | CONSULTING SERVICES/MARB pmnts  | 100,000                           |                    | 100,000            | 100,000            | 600,000            | 450,000            | 750,000            | 900,000            | 900,000            |
| 19009990        | 56000                               | HR/PAY. OUTSOURCING             | 43,641                            | 165,041            | 160,000            | 170,000            | 200,000            | 160,000            | 160,000            | 160,000            | 160,000            |
| 19009990        | 56175                               | ADVANCE FUNDING OPEB TRUST      | -                                 | 150,000            | 150,000            | 1,000,000          | 500,000            | 500,000            | 500,000            | 500,000            | 500,000            |
| 19009990        | 56352                               | FEMA PA PW-COVID19 EXPENSE      | 2,117,309                         | 352,634            | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56353                               | FEMA-STORM ISAIAS               | 103,372                           | 11,278             | -                  | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56010                               | FUND BAL. ADJ (WHPD-assigned)   | -                                 |                    | 150,000            | 150,000            | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56010                               | FUND BAL. ADJ (ADC-assigned)    | -                                 |                    | 500,000            | 500,000            | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56010                               | FUND BAL. ADJ (Covid-assigned)  | -                                 |                    | 500,000            | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        | 56010                               | FUND BALANCE ADJUSTMENT         | -                                 |                    | 912,000            | -                  | -                  | -                  | -                  | -                  | -                  |
| 19009990        |                                     | CONTINGENCY / OTHER EXPENSES    | 2,575,341                         | 927,184            | 3,228,500          | 2,676,500          | 2,604,570          | 2,258,664          | 2,569,783          | 2,710,928          | 2,712,100          |
| <b>BOE</b>      | <b>BOARD OF EDUCATION</b>           |                                 |                                   |                    |                    |                    |                    |                    |                    |                    |                    |
|                 |                                     | BOARD OF EDUCATION              | 87,160,421                        | 89,648,222         | 89,960,421         | 89,960,421         | 89,960,421         | 91,460,421         | 93,110,421         | 94,910,421         | 96,410,421         |
|                 |                                     | BOE Agreed Increases            |                                   |                    | -                  |                    | -                  | 1,500,000          | 1,650,000          | 1,800,000          | 1,500,000          |
|                 | <b>City</b>                         |                                 | <b>73,473,143</b>                 | <b>75,694,252</b>  | <b>78,401,615</b>  | <b>76,949,908</b>  | <b>83,943,633</b>  | <b>89,106,222</b>  | <b>90,214,502</b>  | <b>91,764,023</b>  | <b>94,367,456</b>  |
|                 | <b>Education</b>                    |                                 | <b>87,160,421</b>                 | <b>89,648,222</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>89,960,421</b>  | <b>91,460,421</b>  | <b>93,110,421</b>  | <b>94,910,421</b>  | <b>96,410,421</b>  |
|                 | <b>Total Expenditures</b>           |                                 | <b>160,633,564</b>                | <b>165,342,474</b> | <b>168,362,035</b> | <b>166,910,328</b> | <b>173,904,053</b> | <b>180,566,642</b> | <b>183,324,923</b> | <b>186,674,443</b> | <b>190,777,876</b> |

## OUTSTANDING DEBT

| <u>Outstanding Debt as of 6/30/23</u>              | <u>Maturity</u> | <u>Original Debt</u>  | <u>Balance</u>       |
|--|-----------------|-----------------------|----------------------|
| <b><u>Deficit Funding</u></b>                      |                 |                       |                      |
| Series 2017A - Deficit Bonds \$16,135,000          | FY 2028         | \$ 16,135,000         | \$ 8,060,000         |
| <b><u>City Purpose</u></b>                         |                 |                       |                      |
| Series 2010A - City Purpose \$11,716,000           | FY 2025         | \$ 11,716,000         | \$ 990,112           |
| Series 2012 Ref - City Purpose \$47,620,000        | FY 2026         | \$ 47,620,000         | \$ 5,387,000         |
| Series 2012 New Money - City Purpose \$3,475,000   | FY 2027         | \$ 3,475,000          | \$ 435,000           |
| Series 2014B - City Purpose \$9,100,000            | FY 2035         | \$ 9,100,000          | \$ 4,164,000         |
| Series 2017B - City Purpose \$9,635,000            | FY 2038         | \$ 9,635,000          | \$ 3,510,000         |
| Series 2020 - City Purpose \$19,173,000            | FY 2040         | \$ 19,173,000         | \$ 4,271,000         |
| Series 2021 - City Purpose \$20,545,000            | FY 2042         | \$ 20,545,000         | \$ 3,715,000         |
| <b>Total City Excluding Deficit Funding</b>        |                 | <b>\$ 121,264,000</b> | <b>\$ 22,472,112</b> |
| <b>Total City Purpose</b>                          |                 | <b>\$ 137,399,000</b> | <b>\$ 30,532,112</b> |
| <b><u>School Purpose</u></b>                       |                 |                       |                      |
| Series 2010A - School Purpose \$11,716,000         | FY 2025         | \$ 11,716,000         | \$ 569,888           |
| Series 2012 Ref - School Purpose \$47,620,000      | FY 2026         | \$ 4,762,000          | \$ 3,299,000         |
| Series 2012 New Money - School Purpose \$3,475,000 | FY 2027         | \$ 3,475,000          | \$ 795,000           |
| Series 2014B - School Purpose \$9,100,000          | FY 2035         | \$ 9,100,000          | \$ 736,000           |
| Series 2017B - School Purpose \$9,635,000          | FY 2038         | \$ 9,635,000          | \$ 455,000           |
| Series 2020 - School Purpose \$19,173,000          | FY 2040         | \$ 19,173,000         | \$ 11,324,000        |
| Series 2021 - School Purpose \$20,545,000          | FY 2042         | \$ 20,545,000         | \$ 15,290,000        |
| <b>Total School Purpose</b>                        |                 | <b>\$ 78,406,000</b>  | <b>\$ 32,468,888</b> |
| <b><u>Sewer Purpose</u></b>                        |                 |                       |                      |
| Series 2012 Ref - Sewer Purpose \$47,620,000       | FY 2025         | \$ 47,620,000         | \$ 14,000            |
| Series 2017B - Sewer Purpose \$9,635,000           | FY 2038         | \$ 9,635,000          | \$ 2,450,000         |
| <b>Total Sewer Purpose</b>                         |                 | <b>\$ 57,255,000</b>  | <b>\$ 2,464,000</b>  |
| <b>Grand Total as of 6/23/2023</b>                 |                 | <b>\$ 273,060,000</b> | <b>\$ 65,465,000</b> |
| <b>Proposed Bonds September 2023</b>               | <b>FY 2044</b>  | <b>\$ 18,270,000</b>  | <b>\$ 18,270,000</b> |
| <b>FY 2024 Planned Debt</b>                        |                 | <b>\$ 291,330,000</b> | <b>\$ 83,735,000</b> |

## Debt Service

|  | <u>2023-24</u>      | <u>2024-25</u>      | <u>2025-26</u>      | <u>2026-27</u>      | <u>2027-28</u>      |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>City Debt Service - Deficit Bond</u></b> |                     |                     |                     |                     |                     |
| Principal                                      | \$ 1,615,000        | \$ 1,615,000        | \$ 1,610,000        | \$ 1,610,000        | \$ 1,610,000        |
| Interest                                       | \$ 362,625          | \$ 281,875          | \$ 201,250          | \$ 120,750          | \$ 40,250           |
| <b>Total</b>                                   | <b>\$ 1,977,625</b> | <b>\$ 1,896,875</b> | <b>\$ 1,811,250</b> | <b>\$ 1,730,750</b> | <b>\$ 1,650,250</b> |

|   |                     |                     |                     |                     |                     |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>City Debt Service - General</u></b> |                     |                     |                     |                     |                     |
| Principal                                 | \$ 4,959,740        | \$ 5,093,556        | \$ 3,819,100        | \$ 3,196,000        | \$ 2,912,450        |
| Interest                                  | \$ 1,024,907        | \$ 963,328          | \$ 946,808          | \$ 1,049,521        | \$ 1,243,975        |
| <b>Total</b>                              | <b>\$ 5,984,647</b> | <b>\$ 6,056,884</b> | <b>\$ 4,765,908</b> | <b>\$ 4,245,521</b> | <b>\$ 4,156,425</b> |

|                                 |                     |                     |                     |                     |                     |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>City Debt Service</u></b> |                     |                     |                     |                     |                     |
| Principal                       | \$ 6,574,740        | \$ 6,708,556        | \$ 5,429,100        | \$ 4,806,000        | \$ 4,522,450        |
| Interest                        | \$ 1,387,532        | \$ 1,245,203        | \$ 1,148,058        | \$ 1,170,271        | \$ 1,284,225        |
| <b>Total</b>                    | <b>\$ 7,962,272</b> | <b>\$ 7,953,759</b> | <b>\$ 6,577,158</b> | <b>\$ 5,976,271</b> | <b>\$ 5,806,675</b> |

|                                |                     |                     |                     |                     |                     |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b><u>BOE Debt Service</u></b> |                     |                     |                     |                     |                     |
| Principal                      | \$ 4,318,260        | \$ 4,455,444        | \$ 4,020,900        | \$ 3,643,000        | \$ 3,479,300        |
| Interest                       | \$ 1,768,968        | \$ 2,720,421        | \$ 2,834,389        | \$ 2,809,026        | \$ 2,778,284        |
| <b>Total</b>                   | <b>\$ 6,087,228</b> | <b>\$ 7,175,865</b> | <b>\$ 6,855,289</b> | <b>\$ 6,452,026</b> | <b>\$ 6,257,584</b> |

|                                  |                   |                   |                   |                   |                   |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| <b><u>Sewer Debt Service</u></b> |                   |                   |                   |                   |                   |
| Principal                        | \$ 191,000        | \$ 186,000        | \$ 179,000        | \$ 179,000        | \$ 179,000        |
| Interest                         | \$ 118,425        | \$ 109,000        | \$ 99,875         | \$ 90,925         | \$ 81,975         |
| <b>Total</b>                     | <b>\$ 309,425</b> | <b>\$ 295,000</b> | <b>\$ 278,875</b> | <b>\$ 269,925</b> | <b>\$ 260,975</b> |

|                                    |                      |                      |                      |                      |                      |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b><u>Total GF Funded Debt</u></b> |                      |                      |                      |                      |                      |
| Principal                          | \$ 11,084,000        | \$ 11,350,000        | \$ 9,629,000         | \$ 8,628,000         | \$ 8,180,750         |
| Interest                           | \$ 3,274,925         | \$ 4,074,624         | \$ 4,082,323         | \$ 4,070,223         | \$ 4,144,484         |
| <b>Total</b>                       | <b>\$ 14,358,925</b> | <b>\$ 15,424,624</b> | <b>\$ 13,711,323</b> | <b>\$ 12,698,223</b> | <b>\$ 12,325,234</b> |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND  
CAPITAL AND NON-RECURRING**

|   | ----- 5 YEAR FINANCIAL PLAN ----- |                 |                   |                   |                   |                   |
|---|-----------------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|   | FY 23<br>BUDGET                   | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <u>GENERAL GOVERNMENT</u>               |                                   |                 |                   |                   |                   |                   |
| PROPERTY REVALUATION                    | \$ 100,000                        | \$ -            | \$ 100,000        | \$ 100,000        | \$ 100,000        | \$ 100,000        |
| UNIDENTIFIED                            |                                   | \$ -            | \$ -              | \$ 128,325        | \$ 181,525        | \$ -              |
| TOTAL GENERAL GOVERNMENT                | \$ 100,000                        | \$ -            | \$ 100,000        | \$ 228,325        | \$ 281,525        | \$ 100,000        |
| <u>PUBLIC SAFETY</u>                    |                                   |                 |                   |                   |                   |                   |
| PD VEHICLES EXISTING LEASE (10 CARS)    | \$ 58,000                         | \$ -            | \$ -              | \$ -              | \$ -              | \$ -              |
| PD VEHICLES NEW LEASE (5 CARS)          | \$ 74,000                         | \$ -            | \$ 63,364         | \$ -              | \$ -              | \$ -              |
| PD VEHICLES NEW LEASE (PRISONER TRANS.) | \$ 13,200                         | \$ -            | \$ -              | \$ -              | \$ -              | \$ -              |
| FED.CAT TRAP-NEUTER PROG.               | \$ 5,000                          | \$ -            | \$ -              | \$ -              | \$ -              | \$ -              |
| TOTAL PUBLIC SAFETY                     | \$ 150,200                        | \$ -            | \$ 63,364         | \$ -              | \$ -              | \$ -              |
| <u>PUBLIC WORKS</u>                     |                                   |                 |                   |                   |                   |                   |
| TOTAL PUBLIC WORKS                      | \$ -                              | \$ -            | \$ -              | \$ -              | \$ -              | \$ -              |
| <u>INFORMATION &amp; TECHNOLOGY</u>     |                                   |                 |                   |                   |                   |                   |
| FIREWALLS                               | \$ 45,000                         | \$ -            | \$ -              | \$ -              | \$ -              | \$ 135,000        |
| CORE SWITCHES                           | \$ 75,000                         | \$ -            | \$ -              | \$ -              | \$ -              | \$ 90,000         |
| WIRELESS ACCESS POINTS                  | \$ 10,000                         | \$ -            | \$ -              | \$ -              | \$ -              | \$ 35,000         |
| IP PHONE                                | \$ 60,000                         | \$ -            | \$ -              | \$ 45,000         | \$ -              | \$ -              |
| APC SMART UPS                           | \$ 6,845                          | \$ -            | \$ 10,000         | \$ -              | \$ -              | \$ 30,000         |
| SECURITY MAGLOCK SYSTEM                 | \$ 15,000                         | \$ -            | \$ 25,000         | \$ -              | \$ -              | \$ -              |
| HYPERVISOR SERVER FIRM SOFTWARE         | \$ -                              | \$ -            | \$ -              | \$ -              | \$ -              | \$ 65,000         |
| DISASTER RECOVERY                       | \$ -                              | \$ -            | \$ 67,000         | \$ -              | \$ -              | \$ -              |
| TOTAL INFORMATION AND TECHNOLOGY        | \$ 211,845                        | \$ -            | \$ 102,000        | \$ 45,000         | \$ -              | \$ 355,000        |
| GRAND TOTAL CAPITAL & NON-RECURRING     | \$ 462,045                        | \$ -            | \$ 265,364        | \$ 273,325        | \$ 281,525        | \$ 455,000        |



## FIVE YEAR FINANCIAL PLAN - GENERAL FUND HEALTHCARE COSTS - FY24

|             |                         | Employee<br>Annual Cost | Share            | City Share        |
|-------------|-------------------------|-------------------------|------------------|-------------------|
|             | Partnership Plan        | 7,064,361               | 1,098,339        | 5,966,022         |
| 7% Increase | Dental/Vision           | 449,653                 | 67,941           | 381,712           |
| 4% Increase | Retirees - Pre 65       | 4,215,375               | 163,349          | 4,052,026         |
| 4% Increase | Retirees - Post 65      | 1,618,897               | 51,395           | 1,567,502         |
|             | <b>Total Healthcare</b> | <b>13,348,286</b>       | <b>1,381,024</b> | <b>11,967,262</b> |
|             | ERS                     | 374,046                 | 75,928           | 298,118           |
|             | City - Active           | 7,345,780               | 1,090,352        | 6,255,428         |
|             | City - Retiree          | 5,628,460               | 214,744          | 5,413,716         |
|             | <b>Total</b>            | <b>13,348,286</b>       | <b>1,381,024</b> | <b>11,967,262</b> |

| ACTIVE EMPLOYEES - TYPE OF COVERAGE |             |                 |                 |                 |             |  | EE       |
|-------------------------------------|-------------|-----------------|-----------------|-----------------|-------------|--|----------|
| UNION                               | N           | S               | D               | F               | Total       |  | Contrib. |
| 681                                 | 8           | 34              | 33              | 25              | 100         |  | 14%      |
| ERS                                 | 3           | 3               | 6               | 5               | 17          |  | 18%      |
| 895                                 | 20          | 39              | 19              | 53              | 131         |  | 16%      |
| 1103                                | 8           | 8               | 18              | 8               | 42          |  | 14%      |
| AP                                  | 9           | -               | 3               | 2               | 14          |  | 14%      |
| E                                   | 2           | -               | 1               | -               | 3           |  | 14%      |
| <b>Total</b>                        | <b>50</b>   | <b>84</b>       | <b>80</b>       | <b>93</b>       | <b>307</b>  |  |          |
| <b>Rates</b>                        | <b>\$ -</b> | <b>\$ 1,213</b> | <b>\$ 2,602</b> | <b>\$ 3,180</b> | <b>7.1%</b> |  |          |

| ACTIVE EMPLOYEES - TOTAL ANNUAL PREMIUM |          |                  |                  |                  |                  |
|---|----------|------------------|------------------|------------------|------------------|
| UNION                                   | N        | S                | D                | F                | Total            |
| 681                                     | -        | 495,026          | 1,030,305        | 954,093          | 2,479,424        |
| ERS                                     | -        | 43,679           | 187,328          | 190,819          | 421,826          |
| 895                                     | -        | 567,824          | 593,206          | 2,022,677        | 3,183,707        |
| 1103                                    | -        | 116,477          | 561,984          | 305,310          | 983,771          |
| AP                                      | -        | -                | 93,664           | 76,327           | 169,992          |
| E                                       | -        | -                | 31,221           | -                | 31,221           |
| <b>Total</b>                            | <b>-</b> | <b>1,223,006</b> | <b>2,497,709</b> | <b>3,549,226</b> | <b>7,269,941</b> |

| ACTIVE EMPLOYEES - EE COST SHARE |          |                |                |                |                  | City             |
|----------------------------------|----------|----------------|----------------|----------------|------------------|------------------|
| UNION                            | N        | S              | D              | F              | Total            | Cost             |
| 681                              | -        | 69,304         | 144,243        | 133,573        | 347,120          | 2,132,304        |
| ERS                              | -        | 7,862          | 33,719         | 34,347         | 75,928           | 345,898          |
| 895                              | -        | 90,852         | 94,913         | 323,628        | 509,393          | 2,674,314        |
| 1103                             | -        | 16,307         | 78,678         | 42,743         | 137,728          | 846,043          |
| AP                               | -        | -              | 13,113         | 10,686         | 23,799           | 146,193          |
| E                                | -        | -              | 4,371          | -              | 4,371            | 26,850           |
| <b>Total</b>                     | <b>-</b> | <b>184,325</b> | <b>369,037</b> | <b>544,977</b> | <b>1,098,339</b> | <b>6,171,602</b> |

| UNION        | POST-65 RETIREES |               | PRE-65 RETIREES  |                |
|--------------|------------------|---------------|------------------|----------------|
|              | Premiums         | EE Share      | Premiums         | EE Share       |
| 681          | 141,712          | 19,840        | 153,405          | 21,477         |
| ERS          | -                | -             | 39,466           | 7,104          |
| 895          | -                | -             | 538,379          | 86,141         |
| 1103         | 145,034          | 20,305        | 213,505          | 29,891         |
| Fixed        | 245,582          | 11,250        | 133,829          | 18,736         |
| <b>Total</b> | <b>532,329</b>   | <b>51,395</b> | <b>1,078,584</b> | <b>163,349</b> |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND HEALTHCARE COSTS - FY25

|             |                         | Employee<br>Annual Cost | Share            | City Share        |
|-------------|-------------------------|-------------------------|------------------|-------------------|
|             | Partnership Plan        | 7,851,525               | 1,186,206        | 6,665,319         |
| 8% Increase | Dental/Vision           | 485,625                 | 73,368           | 412,257           |
| 4% Increase | Retirees - Pre 65       | 4,388,205               | 176,416          | 4,211,789         |
| 4% Increase | Retirees - Post 65      | 1,686,891               | 54,606           | 1,632,285         |
|             | <b>Total Healthcare</b> | <b>14,412,246</b>       | <b>1,490,596</b> | <b>12,921,650</b> |
|             | ERS                     | 455,571                 | 82,003           | 373,568           |
|             | City - Active           | 7,881,579               | 1,177,571        | 6,704,008         |
|             | City - Retiree          | 6,075,096               | 231,022          | 5,844,074         |
|             | <b>Total</b>            | <b>14,412,246</b>       | <b>1,490,596</b> | <b>12,921,650</b> |

| ACTIVE EMPLOYEES - TYPE OF COVERAGE |             |                 |                 |                 |             |  | EE       |
|-------------------------------------|-------------|-----------------|-----------------|-----------------|-------------|--|----------|
| UNION                               | N           | S               | D               | F               | Total       |  | Contrib. |
| 681                                 | 8           | 34              | 33              | 25              | 100         |  | 14%      |
| ERS                                 | 3           | 3               | 6               | 5               | 17          |  | 18%      |
| 895                                 | 20          | 39              | 19              | 53              | 131         |  | 16%      |
| 1103                                | 8           | 8               | 18              | 8               | 42          |  | 14%      |
| AP                                  | 9           | -               | 3               | 2               | 14          |  | 14%      |
| E                                   | 2           | -               | 1               | -               | 3           |  | 14%      |
| <b>Total</b>                        | <b>50</b>   | <b>84</b>       | <b>80</b>       | <b>93</b>       | <b>307</b>  |  |          |
| <b>Rates</b>                        | <b>\$ -</b> | <b>\$ 1,310</b> | <b>\$ 2,810</b> | <b>\$ 3,435</b> | <b>8.0%</b> |  |          |

| ACTIVE EMPLOYEES - TOTAL ANNUAL PREMIUM |          |                  |                  |                  |                  |
|---|----------|------------------|------------------|------------------|------------------|
| UNION                                   | N        | S                | D                | F                | Total            |
| 681                                     | -        | 534,627          | 1,112,728        | 1,030,419        | 2,677,774        |
| ERS                                     | -        | 47,173           | 202,314          | 206,084          | 455,571          |
| 895                                     | -        | 613,248          | 640,662          | 2,184,488        | 3,438,399        |
| 1103                                    | -        | 125,795          | 606,943          | 329,734          | 1,062,471        |
| AP                                      | -        | -                | 101,157          | 82,434           | 183,591          |
| E                                       | -        | -                | 33,719           | -                | 33,719           |
| <b>Total</b>                            | <b>-</b> | <b>1,320,843</b> | <b>2,697,523</b> | <b>3,833,159</b> | <b>7,851,525</b> |

| ACTIVE EMPLOYEES - EE COST SHARE |          |                |                |                |                  | City             |
|----------------------------------|----------|----------------|----------------|----------------|------------------|------------------|
| UNION                            | N        | S              | D              | F              | Total            | Cost             |
| 681                              | -        | 74,848         | 155,782        | 144,259        | 374,889          | 2,302,885        |
| ERS                              | -        | 8,491          | 36,417         | 37,095         | 82,003           | 373,568          |
| 895                              | -        | 98,120         | 102,506        | 349,518        | 550,144          | 2,888,255        |
| 1103                             | -        | 17,611         | 84,972         | 46,163         | 148,746          | 913,725          |
| AP                               | -        | -              | 14,162         | 11,541         | 25,703           | 157,888          |
| E                                | -        | -              | 4,721          | -              | 4,721            | 28,998           |
| <b>Total</b>                     | <b>-</b> | <b>199,070</b> | <b>398,560</b> | <b>588,576</b> | <b>1,186,206</b> | <b>6,665,319</b> |

| UNION        | POST-65 RETIREES |               | PRE-65 RETIREES  |                |
|--------------|------------------|---------------|------------------|----------------|
|              | Premiums         | EE Share      | Premiums         | EE Share       |
| 681          | 153,049          | 21,427        | 165,677          | 23,195         |
| ERS          | -                | -             | 42,624           | 7,672          |
| 895          | -                | -             | 581,449          | 93,032         |
| 1103         | 156,637          | 21,929        | 230,585          | 32,282         |
| Fixed        | 265,229          | 11,250        | 144,535          | 20,235         |
| <b>Total</b> | <b>574,915</b>   | <b>54,606</b> | <b>1,164,870</b> | <b>176,416</b> |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND HEALTHCARE COSTS - FY26

|             |                         | Employee          |                  |                   |
|-------------|-------------------------|-------------------|------------------|-------------------|
|             |                         | Annual Cost       | Share            | City Share        |
|             | Partnership Plan        | 8,479,646         | 1,281,100        | 7,198,546         |
| 8% Increase | Dental/Vision           | 524,475           | 79,237           | 445,238           |
| 4% Increase | Retirees - Pre 65       | 4,568,121         | 190,528          | 4,377,593         |
| 4% Increase | Retirees - Post 65      | 1,757,740         | 58,075           | 1,699,665         |
|             | <b>Total Healthcare</b> | <b>15,329,982</b> | <b>1,608,940</b> | <b>13,721,042</b> |
|             | ERS                     | 492,017           | 88,563           | 403,454           |
|             | City - Active           | 8,512,105         | 1,271,774        | 7,240,331         |
|             | City - Retiree          | 6,325,861         | 248,603          | 6,077,258         |
|             | <b>Total</b>            | <b>15,329,982</b> | <b>1,608,940</b> | <b>13,721,042</b> |

| ACTIVE EMPLOYEES - TYPE OF COVERAGE |             |                 |                 |                 |             |          | EE |
|-------------------------------------|-------------|-----------------|-----------------|-----------------|-------------|----------|----|
| UNION                               | N           | S               | D               | F               | Total       | Contrib. |    |
| 681                                 | 8           | 34              | 33              | 25              | 100         | 14%      |    |
| ERS                                 | 3           | 3               | 6               | 5               | 17          | 18%      |    |
| 895                                 | 20          | 39              | 19              | 53              | 131         | 16%      |    |
| 1103                                | 8           | 8               | 18              | 8               | 42          | 14%      |    |
| AP                                  | 9           | -               | 3               | 2               | 14          | 14%      |    |
| E                                   | 2           | -               | 1               | -               | 3           | 14%      |    |
| <b>Total</b>                        | <b>50</b>   | <b>84</b>       | <b>80</b>       | <b>93</b>       | <b>307</b>  |          |    |
| <b>Rates</b>                        | <b>\$ -</b> | <b>\$ 1,415</b> | <b>\$ 3,035</b> | <b>\$ 3,710</b> | <b>8.0%</b> |          |    |

| ACTIVE EMPLOYEES - TOTAL ANNUAL PREMIUM |          |                  |                  |                  |                  |
|---|----------|------------------|------------------|------------------|------------------|
| UNION                                   | N        | S                | D                | F                | Total            |
| 681                                     | -        | 577,398          | 1,201,745        | 1,112,853        | 2,891,996        |
| ERS                                     | -        | 50,947           | 218,499          | 222,571          | 492,017          |
| 895                                     | -        | 662,309          | 691,914          | 2,359,248        | 3,713,471        |
| 1103                                    | -        | 135,858          | 655,497          | 356,113          | 1,147,469        |
| AP                                      | -        | -                | 109,250          | 89,028           | 198,278          |
| E                                       | -        | -                | 36,417           | -                | 36,417           |
| <b>Total</b>                            | <b>-</b> | <b>1,426,512</b> | <b>2,913,322</b> | <b>4,139,813</b> | <b>8,479,646</b> |

| ACTIVE EMPLOYEES - EE COST SHARE |          |                |                |                |                  | City             |
|----------------------------------|----------|----------------|----------------|----------------|------------------|------------------|
| UNION                            | N        | S              | D              | F              | Total            | Cost             |
| 681                              | -        | 80,836         | 168,244        | 155,799        | 404,879          | 2,487,117        |
| ERS                              | -        | 9,170          | 39,330         | 40,063         | 88,563           | 403,454          |
| 895                              | -        | 105,969        | 110,706        | 377,480        | 594,155          | 3,119,316        |
| 1103                             | -        | 19,020         | 91,770         | 49,856         | 160,646          | 986,823          |
| AP                               | -        | -              | 15,295         | 12,464         | 27,759           | 170,519          |
| E                                | -        | -              | 5,098          | -              | 5,098            | 31,319           |
| <b>Total</b>                     | <b>-</b> | <b>214,995</b> | <b>430,443</b> | <b>635,662</b> | <b>1,281,100</b> | <b>7,198,546</b> |

| UNION        | POST-65 RETIREES |               | PRE-65 RETIREES  |                |
|--------------|------------------|---------------|------------------|----------------|
|              | Premiums         | EE Share      | Premiums         | EE Share       |
| 681          | 165,293          | 23,141        | 178,931          | 25,050         |
| ERS          | -                | -             | 46,034           | 8,286          |
| 895          | -                | -             | 627,965          | 100,474        |
| 1103         | 169,168          | 23,684        | 249,032          | 34,864         |
| Fixed        | 286,447          | 11,250        | 156,098          | 21,854         |
| <b>Total</b> | <b>620,908</b>   | <b>58,075</b> | <b>1,258,060</b> | <b>190,528</b> |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND HEALTHCARE COSTS - FY27

|             |                         | Employee<br>Annual Cost | Share            | City Share        |
|-------------|-------------------------|-------------------------|------------------|-------------------|
|             | Partnership Plan        | 9,158,025               | 1,383,589        | 7,774,436         |
| 8% Increase | Dental/Vision           | 566,433                 | 85,576           | 480,857           |
| 4% Increase | Retirees - Pre 65       | 4,755,414               | 205,771          | 4,549,643         |
| 4% Increase | Retirees - Post 65      | 1,831,565               | 61,820           | 1,769,745         |
|             | <b>Total Healthcare</b> | <b>16,311,437</b>       | <b>1,736,756</b> | <b>14,574,681</b> |
|             | ERS                     | 531,378                 | 95,648           | 435,730           |
|             | City - Active           | 9,193,080               | 1,373,517        | 7,819,563         |
|             | City - Retiree          | 6,586,979               | 267,591          | 6,319,388         |
|             | <b>Total</b>            | <b>16,311,437</b>       | <b>1,736,756</b> | <b>14,574,681</b> |

| ACTIVE EMPLOYEES - TYPE OF COVERAGE |             |                 |                 |                 |             |  | EE       |
|-------------------------------------|-------------|-----------------|-----------------|-----------------|-------------|--|----------|
| UNION                               | N           | S               | D               | F               | Total       |  | Contrib. |
| 681                                 | 8           | 34              | 33              | 25              | 100         |  | 14%      |
| ERS                                 | 3           | 3               | 6               | 5               | 17          |  | 18%      |
| 895                                 | 20          | 39              | 19              | 53              | 131         |  | 16%      |
| 1103                                | 8           | 8               | 18              | 8               | 42          |  | 14%      |
| AP                                  | 9           | -               | 3               | 2               | 14          |  | 14%      |
| E                                   | 2           | -               | 1               | -               | 3           |  | 14%      |
| <b>Total</b>                        | <b>50</b>   | <b>84</b>       | <b>80</b>       | <b>93</b>       | <b>307</b>  |  |          |
| <b>Rates</b>                        | <b>\$ -</b> | <b>\$ 1,528</b> | <b>\$ 3,277</b> | <b>\$ 4,006</b> | <b>8.0%</b> |  |          |

| ACTIVE EMPLOYEES - TOTAL ANNUAL PREMIUM |          |                  |                  |                  |                  |
|---|----------|------------------|------------------|------------------|------------------|
| UNION                                   | N        | S                | D                | F                | Total            |
| 681                                     | -        | 623,591          | 1,297,886        | 1,201,881        | 3,123,358        |
| ERS                                     | -        | 55,023           | 235,979          | 240,376          | 531,378          |
| 895                                     | -        | 715,296          | 747,268          | 2,547,988        | 4,010,551        |
| 1103                                    | -        | 146,727          | 707,938          | 384,602          | 1,239,267        |
| AP                                      | -        | -                | 117,990          | 96,150           | 214,140          |
| E                                       | -        | -                | 39,330           | -                | 39,330           |
| <b>Total</b>                            | <b>-</b> | <b>1,540,637</b> | <b>3,146,390</b> | <b>4,470,997</b> | <b>9,158,025</b> |

| ACTIVE EMPLOYEES - EE COST SHARE |          |                |                |                |                  | City             |
|----------------------------------|----------|----------------|----------------|----------------|------------------|------------------|
| UNION                            | N        | S              | D              | F              | Total            | Cost             |
| 681                              | -        | 87,303         | 181,704        | 168,263        | 437,270          | 2,686,088        |
| ERS                              | -        | 9,904          | 42,476         | 43,268         | 95,648           | 435,730          |
| 895                              | -        | 114,447        | 119,563        | 407,678        | 641,688          | 3,368,863        |
| 1103                             | -        | 20,542         | 99,111         | 53,844         | 173,497          | 1,065,770        |
| AP                               | -        | -              | 16,519         | 13,461         | 29,980           | 184,160          |
| E                                | -        | -              | 5,506          | -              | 5,506            | 33,824           |
| <b>Total</b>                     | <b>-</b> | <b>232,196</b> | <b>464,879</b> | <b>686,514</b> | <b>1,383,589</b> | <b>7,774,436</b> |

| UNION        | POST-65 RETIREES |               | PRE-65 RETIREES  |                |
|--------------|------------------|---------------|------------------|----------------|
|              | Premiums         | EE Share      | Premiums         | EE Share       |
| 681          | 178,517          | 24,992        | 193,246          | 27,054         |
| ERS          | -                | -             | 49,716           | 8,949          |
| 895          | -                | -             | 678,203          | 108,512        |
| 1103         | 182,702          | 25,578        | 268,954          | 37,654         |
| Fixed        | 309,363          | 11,250        | 168,586          | 23,602         |
| <b>Total</b> | <b>670,581</b>   | <b>61,820</b> | <b>1,358,705</b> | <b>205,771</b> |

## FIVE YEAR FINANCIAL PLAN - GENERAL FUND HEALTHCARE COSTS - FY28

|             |                         | Employee<br>Annual Cost | Share            | City Share        |
|-------------|-------------------------|-------------------------|------------------|-------------------|
|             | Partnership Plan        | 9,890,663               | 1,494,275        | 8,396,388         |
| 8% Increase | Dental/Vision           | 611,748                 | 92,422           | 519,326           |
| 4% Increase | Retirees - Pre 65       | 4,950,386               | 222,233          | 4,728,153         |
| 4% Increase | Retirees - Post 65      | 1,908,491               | 65,866           | 1,842,625         |
|             | <b>Total Healthcare</b> | <b>17,361,288</b>       | <b>1,874,796</b> | <b>15,486,492</b> |
|             | ERS                     | 573,888                 | 103,299          | 470,589           |
|             | City - Active           | 9,928,523               | 1,483,398        | 8,445,125         |
|             | City - Retiree          | 6,858,877               | 288,099          | 6,570,778         |
|             |                         | <b>17,361,288</b>       | <b>1,874,796</b> | <b>15,486,492</b> |

| ACTIVE EMPLOYEES - TYPE OF COVERAGE |             |                 |                 |                 |             |  | EE       |
|-------------------------------------|-------------|-----------------|-----------------|-----------------|-------------|--|----------|
| UNION                               | N           | S               | D               | F               | Total       |  | Contrib. |
| 681                                 | 8           | 34              | 33              | 25              | 100         |  | 14%      |
| ERS                                 | 3           | 3               | 6               | 5               | 17          |  | 18%      |
| 895                                 | 20          | 39              | 19              | 53              | 131         |  | 16%      |
| 1103                                | 8           | 8               | 18              | 8               | 42          |  | 14%      |
| AP                                  | 9           | -               | 3               | 2               | 14          |  | 14%      |
| E                                   | 2           | -               | 1               | -               | 3           |  | 14%      |
| <b>Total</b>                        | <b>50</b>   | <b>84</b>       | <b>80</b>       | <b>93</b>       | <b>307</b>  |  |          |
| <b>Rates</b>                        | <b>\$ -</b> | <b>\$ 1,651</b> | <b>\$ 3,540</b> | <b>\$ 4,327</b> | <b>8.0%</b> |  |          |

| ACTIVE EMPLOYEES - TOTAL ANNUAL PREMIUM |          |                  |                  |                  |                  |
|---|----------|------------------|------------------|------------------|------------------|
| UNION                                   | N        | S                | D                | F                | Total            |
| 681                                     | -        | 673,477          | 1,401,717        | 1,298,031        | 3,373,226        |
| ERS                                     | -        | 59,424           | 254,858          | 259,606          | 573,888          |
| 895                                     | -        | 772,518          | 807,049          | 2,751,826        | 4,331,393        |
| 1103                                    | -        | 158,465          | 764,573          | 415,370          | 1,338,408        |
| AP                                      | -        | -                | 127,429          | 103,842          | 231,271          |
| E                                       | -        | -                | 42,476           | -                | 42,476           |
| <b>Total</b>                            | <b>-</b> | <b>1,663,885</b> | <b>3,398,102</b> | <b>4,828,675</b> | <b>9,890,663</b> |

| ACTIVE EMPLOYEES - EE COST SHARE |          |                |                |                |                  | City             |
|----------------------------------|----------|----------------|----------------|----------------|------------------|------------------|
| UNION                            | N        | S              | D              | F              | Total            | Cost             |
| 681                              | -        | 94,287         | 196,240        | 181,724        | 472,251          | 2,900,975        |
| ERS                              | -        | 10,696         | 45,874         | 46,729         | 103,299          | 470,589          |
| 895                              | -        | 123,603        | 129,128        | 440,292        | 693,023          | 3,638,370        |
| 1103                             | -        | 22,185         | 107,040        | 58,152         | 187,377          | 1,151,031        |
| AP                               | -        | -              | 17,840         | 14,538         | 32,378           | 198,893          |
| E                                | -        | -              | 5,947          | -              | 5,947            | 36,529           |
| <b>Total</b>                     | <b>-</b> | <b>250,771</b> | <b>502,069</b> | <b>741,435</b> | <b>1,494,275</b> | <b>8,396,388</b> |

| UNION        | POST-65 RETIREES |               | PRE-65 RETIREES  |                |
|--------------|------------------|---------------|------------------|----------------|
|              | Premiums         | EE Share      | Premiums         | EE Share       |
| 681          | 192,798          | 26,992        | 208,705          | 29,219         |
| ERS          | -                | -             | 53,694           | 9,665          |
| 895          | -                | -             | 732,459          | 117,193        |
| 1103         | 197,318          | 27,624        | 290,471          | 40,666         |
| Fixed        | 334,112          | 11,250        | 182,073          | 25,490         |
| <b>Total</b> | <b>724,227</b>   | <b>65,866</b> | <b>1,467,401</b> | <b>222,233</b> |

**FIVE YEAR FINANCIAL PLAN - GENERAL FUND**  
**Wages and Overtime Analysis**

|                                 | 5 YEAR FINANCIAL PLAN |                 |                 |                 |                 |                   |                 |                   |                   |                   |                   |
|---------------------------------|-----------------------|-----------------|-----------------|-----------------|-----------------|-------------------|-----------------|-------------------|-------------------|-------------------|-------------------|
|                                 | FY2018<br>ACTUAL      | FY 19<br>ACTUAL | FY 20<br>ACTUAL | FY 21<br>ACTUAL | FY 22<br>ACTUAL | FY 23<br>FORECAST | FY 24<br>BUDGET | FY 25<br>FORECAST | FY 26<br>FORECAST | FY 27<br>FORECAST | FY 28<br>FORECAST |
| <b>Regular Wages</b>            |                       |                 |                 |                 |                 |                   |                 |                   |                   |                   |                   |
| Budget Regular Wages            | 20,018,893            | 18,924,663      | 19,101,254      | 19,142,385      | 19,799,545      | 21,119,766        | 20,313,594      | 22,351,909        | 22,835,158        | 23,381,785        | 23,940,767        |
| Actual Regular Wages            | 19,201,353            | 17,788,455      | 18,358,834      | 18,313,163      | 18,903,215      | 18,487,333        |                 |                   |                   |                   |                   |
| "Vacancies"                     | 817,540               | 1,136,208       | 742,420         | 829,222         | 896,330         | 2,632,433         | Average:        |                   |                   |                   |                   |
|                                 | 4%                    | 6%              | 4%              | 4%              | 5%              | 12%               | 6%              |                   |                   |                   |                   |
| <b>Regular Overtime</b>         |                       |                 |                 |                 |                 |                   |                 |                   |                   |                   |                   |
| Budget                          | 735,641               | 749,700         | 726,682         | 687,212         | 680,050         | 730,124           | 1,047,820       | 1,057,713         | 1,067,804         | 1,078,097         | 1,088,595         |
| Actual                          | 770,209               | 611,545         | 709,269         | 1,250,780       | 1,650,995       | 1,883,778         |                 |                   |                   |                   |                   |
| Variance                        | (34,568)              | 138,155         | 17,413          | (563,568)       | (970,945)       | (1,153,654)       | Average:        |                   |                   |                   |                   |
|                                 | -5%                   | 18%             | 2%              | -82%            | -143%           | -158%             | -61%            |                   |                   |                   |                   |
| <b>Police Manpower Overtime</b> |                       |                 |                 |                 |                 |                   |                 |                   |                   |                   |                   |
| Budget                          | 1,300,000             | 1,100,000       | 1,100,000       | 1,100,000       | 1,100,000       | 1,500,000         | 1,500,000       | 1,530,000         | 1,560,600         | 1,591,812         | 1,623,648         |
| Actual                          | 987,700               | 1,219,831       | 1,303,290       | 1,108,064       | 1,497,509       | 2,200,000         |                 |                   |                   |                   |                   |
| Variance                        | 312,300               | (119,831)       | (203,290)       | (8,064)         | (397,509)       | (700,000)         | Average:        |                   |                   |                   |                   |
|                                 | 24%                   | -11%            | -18%            | -1%             | -36%            | -47%              | -15%            |                   |                   |                   |                   |
| <b>Summary</b>                  |                       |                 |                 |                 |                 |                   |                 |                   |                   |                   |                   |
| Budget Wages                    | 20,018,893            | 18,924,663      | 19,101,254      | 19,142,385      | 19,799,545      | 21,119,766        | 20,313,594      | 22,351,909        | 22,835,158        | 23,381,785        | 23,940,767        |
| Budget Overtime                 | 735,641               | 749,700         | 726,682         | 687,212         | 680,050         | 730,124           | 1,047,820       | 1,057,713         | 1,067,804         | 1,078,097         | 1,088,595         |
| Budget Police Manpower Overtime | 1,300,000             | 1,100,000       | 1,100,000       | 1,100,000       | 1,100,000       | 1,500,000         | 1,500,000       | 1,530,000         | 1,560,600         | 1,591,812         | 1,623,648         |
|                                 | 22,054,534            | 20,774,363      | 20,927,936      | 20,929,597      | 21,579,595      | 23,349,890        | 22,861,414      | 24,939,622        | 25,463,562        | 26,051,694        | 26,653,011        |
| Actual Wages                    | 19,201,353            | 17,788,455      | 18,358,834      | 18,313,163      | 18,903,215      | 18,487,333        |                 |                   |                   |                   |                   |
| Actual Overtime                 | 770,209               | 611,545         | 709,269         | 1,250,780       | 1,650,995       | 1,883,778         |                 |                   |                   |                   |                   |
| Actual Police Manpower Overtime | 987,700               | 1,219,831       | 1,303,290       | 1,108,064       | 1,497,509       | 2,200,000         |                 |                   |                   |                   |                   |
|                                 | 20,959,262            | 19,619,831      | 20,371,393      | 20,672,007      | 22,051,719      | 22,571,111        | 0               | 0                 | 0                 | 0                 | 0                 |
| Variance                        | 1,095,272             | 1,154,532       | 556,543         | 257,590         | (472,124)       | 778,779           | Average:        |                   |                   |                   |                   |
|                                 | 5%                    | 6%              | 3%              | 1%              | -2%             | 3%                | 3%              | 3%                | 3%                | 3%                | 3%                |
| <b>Estimated Vacancies</b>      |                       |                 |                 |                 |                 |                   | <b>592,918</b>  | <b>646,817</b>    | <b>660,405</b>    | <b>675,659</b>    | <b>691,254</b>    |
| Budgeted Vacancies              |                       |                 |                 |                 |                 |                   | 194,017         |                   |                   |                   |                   |
| <b>Estimated Surplus</b>        |                       |                 |                 |                 |                 |                   | <b>398,901</b>  | <b>646,817</b>    | <b>660,405</b>    | <b>675,659</b>    | <b>691,254</b>    |

## FIVE YEAR FINANCIAL PLAN - ALLINGTOWN FIRE DEPARTMENT

|                              | ----- 5 YEAR FINANCIAL PLAN ----- |                     |                     |                     |                     |                     |                     |                     |                     |
|------------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                              | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL     | FY 23<br>BUDGET     | FY 23<br>FORECAST   | FY 24<br>BUDGET     | FY 25<br>FORECAST   | FY 26<br>FORECAST   | FY 27<br>FORECAST   | FY 28<br>FORECAST   |
| <b>FINANCIAL SUMMARY:</b>    |                                   |                     |                     |                     |                     |                     |                     |                     |                     |
| ADMINISTRATION               | \$ 5,203,443                      | \$ 5,444,463        | \$ 5,911,290        | \$ 5,894,705        | \$ 6,091,368        | \$ 5,993,470        | \$ 6,147,158        | \$ 6,349,491        | \$ 6,577,986        |
| OPERATIONS                   | \$ 2,491,353                      | \$ 2,542,875        | \$ 3,272,023        | \$ 3,188,738        | \$ 3,090,215        | \$ 3,144,664        | \$ 3,197,204        | \$ 3,257,671        | \$ 3,318,699        |
| TOTAL EXPENSE                | \$ 7,694,796                      | \$ 7,987,338        | \$ 9,183,313        | \$ 9,083,443        | \$ 9,181,583        | \$ 9,138,134        | \$ 9,344,362        | \$ 9,607,162        | \$ 9,896,685        |
| NON CURRENT TAX REVENUES     | \$ 1,350,738                      | \$ 2,352,597        | \$ 2,393,136        | \$ 2,419,105        | \$ 2,393,136        | \$ 2,149,907        | \$ 2,150,407        | \$ 2,147,107        | \$ 2,143,407        |
| CURRENT PERIOD TAXES         | \$ 7,253,932                      | \$ 6,972,611        | \$ 6,790,177        | \$ 6,664,338        | \$ 6,788,447        | \$ 6,988,227        | \$ 7,193,955        | \$ 7,460,055        | \$ 7,753,278        |
| TOTAL REVENUES               | \$ 8,604,670                      | \$ 9,325,208        | \$ 9,183,313        | \$ 9,083,443        | \$ 9,181,583        | \$ 9,138,134        | \$ 9,344,362        | \$ 9,607,162        | \$ 9,896,685        |
| TAX REVENUE INC/(DEC) %      | 3.4%                              | -3.9%               | -2.6%               | -4.4%               | 1.9%                | 2.9%                | 2.9%                | 3.7%                | 3.9%                |
| BEGINNING FUND BALANCE       | \$ 1,990,020                      | \$ 2,899,894        | \$ 4,237,764        | \$ 4,237,764        | \$ 4,237,764        | \$ 4,237,764        | \$ 4,237,764        | \$ 4,237,764        | \$ 4,237,764        |
| SURPLUS/(DEFICIT)            | \$ 909,874                        | \$ 1,337,870        | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>ENDING FUND BALANCE</b>   | <b>\$ 2,899,894</b>               | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> | <b>\$ 4,237,764</b> |
| FUND BALANCE % OF TOTAL EXP. | 37.69%                            | 53.06%              | 46.15%              | 46.65%              | 46.16%              | 46.37%              | 45.35%              | 44.11%              | 42.82%              |
| Mill Rate - R/E, PP          | -                                 | -                   | 11.61               |                     | 11.61               | 11.91               | 12.24               | 12.69               | 13.19               |
| MILL RATE CHANGE             | (14.02)                           | -                   | 11.61               |                     | -                   | 0.30                | 0.33                | 0.45                | 0.50                |

## FIVE YEAR FINANCIAL PLAN - ALLINGTOWN GRAND LIST PROJECTIONS

| Assessment                               | ----- 5 YEAR FINANCIAL PLAN ----- |                    |                    |                    |                    |                    |                    |                    |
|--|-----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  | FY 21                             | FY 22              | FY 23              | FY 24              | FY 25              | FY 26              | FY 27              | FY 28              |
| Net GL - Motor Vehicle                   | 57,523,260                        | 62,385,230         | 77,526,620         | 77,526,620         | 78,301,886         | 79,084,905         | 79,875,754         | 80,674,512         |
| Growth Factor                            | 8.27%                             | 8.45%              | 24.27%             | 0.00%              | 1.00%              | 1.00%              | 1.00%              | 1.00%              |
| Real Estate/Personal Property            | 495,341,903                       | 568,606,571        | 574,211,414        | 574,211,414        | 574,498,520        | 574,785,769        | 575,073,162        | 575,360,699        |
| Growth Factor                            | 3.29%                             | 14.79%             | 0.99%              | 0.000%             | 0.050%             | 0.050%             | 0.050%             | 0.050%             |
| Development Impact - Forest Manor        | -                                 | -                  | -                  | -                  | 1,329,230          | 1,993,845          | 1,993,845          | 1,993,845          |
| Development Impact - Park View           | -                                 | -                  | -                  | -                  | 848,260            | 1,272,390          | 1,696,520          | 1,696,520          |
| Real Estate/Personal Property Total      | 495,341,903                       | 568,606,571        | 574,211,414        | 574,211,414        | 576,676,010        | 578,052,004        | 578,763,527        | 579,051,064        |
| <b>Total Net Grand List</b>              | <b>552,865,163</b>                | <b>630,991,801</b> | <b>651,738,034</b> | <b>651,738,034</b> | <b>654,977,896</b> | <b>657,136,909</b> | <b>658,639,281</b> | <b>659,725,576</b> |
| <b>Prior Year Grand List Assumptions</b> |                                   |                    |                    | <b>659,657,638</b> | <b>666,545,918</b> | <b>672,827,579</b> | <b>678,743,685</b> |                    |



## FIVE YEAR FINANCIAL PLAN - ALLINGTOWN FIRE DEPARTMENT

|                                 | ----- 5 YEAR FINANCIAL PLAN ----- |                     |                     |                     |                     |                     |                     |                     |                     |
|---------------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                                 | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL     | FY 23<br>BUDGET     | FY 23<br>FORECAST   | FY 24<br>BUDGET     | FY 25<br>FORECAST   | FY 26<br>FORECAST   | FY 27<br>FORECAST   | FY 28<br>FORECAST   |
| <b>REVENUE</b>                  |                                   |                     |                     |                     |                     |                     |                     |                     |                     |
| Tax Levy - Current Year         | \$ 7,253,932                      | \$ 6,972,611        | \$ 6,790,177        | \$ 6,664,338        | \$ 6,788,447        | \$ 6,988,227        | \$ 7,193,955        | \$ 7,460,055        | \$ 7,753,278        |
| Tax Levy - Prior Years          | \$ 147,749                        | \$ 171,006          | \$ 66,000           | \$ 70,700           | \$ 66,000           | \$ 70,700           | \$ 70,700           | \$ 70,700           | \$ 70,700           |
| Tax Levy - Suspense             | \$ 4,874                          | \$ 13,077           | \$ 6,000            | \$ 8,200            | \$ 6,000            | \$ 7,600            | \$ 8,200            | \$ 7,500            | \$ 7,300            |
| <b>NON CURRENT TAXES</b>        | <b>\$ 152,623</b>                 | <b>\$ 184,083</b>   | <b>\$ 72,000</b>    | <b>\$ 78,900</b>    | <b>\$ 72,000</b>    | <b>\$ 78,300</b>    | <b>\$ 78,900</b>    | <b>\$ 78,200</b>    | <b>\$ 78,000</b>    |
| Tax Interest - Current Year     | \$ 35,356                         | \$ 39,660           | \$ 22,000           | \$ 37,500           | \$ 22,000           | \$ 31,300           | \$ 30,500           | \$ 30,300           | \$ 28,500           |
| Tax Interest - Prior Years      | \$ 23,874                         | \$ 45,855           | \$ 15,000           | \$ 29,400           | \$ 15,000           | \$ 25,800           | \$ 26,200           | \$ 24,100           | \$ 22,800           |
| Tax Interest - Suspense         | \$ 7,295                          | \$ 12,358           | \$ 7,000            | \$ 10,100           | \$ 7,000            | \$ 8,800            | \$ 9,100            | \$ 8,800            | \$ 8,400            |
| <b>INTEREST &amp; LIEN FEES</b> | <b>\$ 66,525</b>                  | <b>\$ 97,873</b>    | <b>\$ 44,000</b>    | <b>\$ 77,000</b>    | <b>\$ 44,000</b>    | <b>\$ 65,900</b>    | <b>\$ 65,800</b>    | <b>\$ 63,200</b>    | <b>\$ 59,700</b>    |
| Miscellaneous Fees              | \$ 25,320                         | \$ 48,335           | \$ 60,000           | \$ 48,335           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           |
| FEMA Grants                     | \$ -                              | \$ -                | \$ 271,429          | \$ 271,429          | \$ 271,429          | \$ -                | \$ -                | \$ -                | \$ -                |
| Pilot-Colleges & Hospitals      | \$ -                              | \$ 568,482          | \$ 770,501          | \$ 770,501          | \$ 770,501          | \$ 770,501          | \$ 770,501          | \$ 770,501          | \$ 770,501          |
| MRSA - Motor Vehicle/MV Cap     | \$ 960,525                        | \$ 1,162,543        | \$ 960,525          | \$ 960,525          | \$ 960,525          | \$ 960,525          | \$ 960,525          | \$ 960,525          | \$ 960,525          |
| State Miscellaneous Grants      | \$ 21,515                         | \$ 26,515           | \$ 21,515           | \$ 21,515           | \$ 21,515           | \$ 21,515           | \$ 21,515           | \$ 21,515           | \$ 21,515           |
| SCCRWA-Pilot Grant              | \$ 59,404                         | \$ 49,166           | \$ 49,166           | \$ 56,000           | \$ 49,166           | \$ 49,166           | \$ 49,166           | \$ 49,166           | \$ 49,166           |
| Police/FD Extra Duty            | \$ 420                            | \$ 3,470            | \$ 4,000            | \$ 8,800            | \$ 4,000            | \$ 4,000            | \$ 4,000            | \$ 4,000            | \$ 4,000            |
| FD Bundle Billing EMS           | \$ 11,709                         | \$ 12,276           | \$ 40,000           | \$ 24,500           | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ 40,000           |
| FD Transport Income             | \$ 39,340                         | \$ 52,106           | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| Donations                       | \$ -                              | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          |
| Miscellaneous                   | \$ 13,357                         | \$ 47,748           | \$ -                | \$ 1,600            | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>NON TAX INCOME</b>           | <b>\$ 1,131,590</b>               | <b>\$ 2,070,641</b> | <b>\$ 2,277,136</b> | <b>\$ 2,263,205</b> | <b>\$ 2,277,136</b> | <b>\$ 2,005,707</b> | <b>\$ 2,005,707</b> | <b>\$ 2,005,707</b> | <b>\$ 2,005,707</b> |
| <b>TOTAL INCOME</b>             | <b>\$ 8,604,670</b>               | <b>\$ 9,325,208</b> | <b>\$ 9,183,313</b> | <b>\$ 9,083,443</b> | <b>\$ 9,181,583</b> | <b>\$ 9,138,134</b> | <b>\$ 9,344,362</b> | <b>\$ 9,607,162</b> | <b>\$ 9,896,685</b> |

## FIVE YEAR FINANCIAL PLAN - ALLINGTOWN FIRE DEPARTMENT

|                              | ----- 5 YEAR FINANCIAL PLAN ----- |                     |                     |                     |                     |                     |                     |                     |                     |
|------------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                              | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL     | FY 23<br>BUDGET     | FY 23<br>FORECAST   | FY 24<br>BUDGET     | FY 25<br>FORECAST   | FY 26<br>FORECAST   | FY 27<br>FORECAST   | FY 28<br>FORECAST   |
| <b>ADMINISTRATION</b>        |                                   |                     |                     |                     |                     |                     |                     |                     |                     |
| Regular Wages                | \$ 223,878                        | \$ 290,579          | \$ 282,273          | \$ 283,286          | \$ 289,609          | \$ 296,849          | \$ 304,270          | \$ 311,877          | \$ 319,674          |
| Gas Heating                  | \$ 9,994                          | \$ 9,353            | \$ 15,000           | \$ 15,000           | \$ 15,000           | \$ 15,375           | \$ 15,759           | \$ 16,153           | \$ 16,557           |
| Electricity                  | \$ 15,430                         | \$ 16,012           | \$ 16,000           | \$ 16,000           | \$ 17,000           | \$ 17,425           | \$ 17,861           | \$ 18,307           | \$ 18,765           |
| Water                        | \$ 177,827                        | \$ 183,126          | \$ 195,000          | \$ 195,000          | \$ 198,000          | \$ 198,000          | \$ 198,000          | \$ 198,000          | \$ 198,000          |
| Telephone Expense            | \$ 9,555                          | \$ 11,034           | \$ 14,000           | \$ 14,000           | \$ 14,000           | \$ 14,000           | \$ 14,000           | \$ 14,000           | \$ 14,000           |
| Training And Education       | \$ 31,000                         | \$ 17,128           | \$ 34,000           | \$ 34,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           |
| Business Expense             | \$ 10,000                         | \$ 9,522            | \$ 14,000           | \$ 13,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           |
| Financial Services           | \$ 21,048                         | \$ 22,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           |
| Building Maintenance/Repair  | \$ 19,043                         | \$ 12,635           | \$ 20,000           | \$ 22,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           | \$ 20,000           |
| Equipment Maintenance/Repair | \$ 45,175                         | \$ 38,992           | \$ 70,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           |
| Psychological Testing        | \$ 3,081                          | \$ 868              | \$ 14,000           | \$ 10,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           | \$ 16,000           |
| Office Supplies              | \$ 4,648                          | \$ 5,763            | \$ 6,000            | \$ 5,000            | \$ 6,000            | \$ 6,000            | \$ 6,000            | \$ 6,000            | \$ 6,000            |
| Automotive Fuel & Fluids     | \$ 13,586                         | \$ 16,000           | \$ 18,000           | \$ 14,000           | \$ 18,000           | \$ 18,000           | \$ 18,000           | \$ 18,000           | \$ 18,000           |
| LAP Prem-Allingtn            | \$ 18,248                         | \$ 30,353           | \$ 47,177           | \$ 47,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           | \$ 60,000           |
| Health Insurance Premiums    | \$ 1,274,947                      | \$ 1,330,477        | \$ 1,618,808        | \$ 1,618,808        | \$ 1,666,842        | \$ 1,783,521        | \$ 1,908,367        | \$ 2,041,953        | \$ 2,184,890        |
| Life Insurance Premiums      | \$ 11,981                         | \$ 12,822           | \$ 15,000           | \$ 15,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           | \$ 31,000           |
| FICA-City's Share            | \$ 49,848                         | \$ 13,131           | \$ 7,621            | \$ 14,200           | \$ 21,721           | \$ 22,200           | \$ 22,700           | \$ 23,200           | \$ 23,700           |
| Pension - City's Share       | \$ 3,144,865                      | \$ 2,895,093        | \$ 2,393,411        | \$ 2,393,411        | \$ 2,540,196        | \$ 2,459,000        | \$ 2,475,000        | \$ 2,529,000        | \$ 2,600,000        |
| Advance Funding OPEB Trust   | \$ -                              | \$ -                | \$ 50,000           | \$ 50,000           | \$ 117,500          | \$ 100,000          | \$ 100,000          | \$ 100,000          | \$ 100,000          |
| Heart & Hypertension         | \$ 748                            | \$ 174              | \$ 35,000           | \$ 35,000           | \$ 35,000           | \$ 42,500           | \$ 42,500           | \$ 42,500           | \$ 42,500           |
| Workers Comp Prem-Allingtown | \$ 8,650                          | \$ 66,985           | \$ 125,000          | \$ 125,000          | \$ 125,000          | \$ 40,000           | \$ 40,000           | \$ 40,000           | \$ 40,000           |
| Personal Computers           | \$ 25,000                         | \$ 31,975           | \$ 25,000           | \$ 25,000           | \$ 42,500           | \$ 29,900           | \$ 30,900           | \$ 32,100           | \$ 33,900           |
| Radio Equipment              | \$ 1,807                          | \$ 709              | \$ 5,000            | \$ 5,000            | \$ 40,000           | \$ 10,500           | \$ 12,200           | \$ 16,900           | \$ 19,900           |
| Unallocated Contingency      | \$ 78,828                         | \$ 24,236           | \$ 175,000          | \$ 175,000          | \$ 175,000          | \$ 175,000          | \$ 175,000          | \$ 175,000          | \$ 175,000          |
| Miscellaneous                | \$ 4,256                          | \$ 9,878            | \$ 16,000           | \$ 10,000           | \$ 16,000           | \$ 11,200           | \$ 12,600           | \$ 12,500           | \$ 13,100           |
| Allingtown Capital Projects  | \$ -                              | \$ 395,618          | \$ 680,000          | \$ 680,000          | \$ 500,000          | \$ 500,000          | \$ 500,000          | \$ 500,000          | \$ 500,000          |
| <b>TOTAL ADMINISTRATION</b>  | <b>\$ 5,203,443</b>               | <b>\$ 5,444,463</b> | <b>\$ 5,911,290</b> | <b>\$ 5,894,705</b> | <b>\$ 6,091,368</b> | <b>\$ 5,993,470</b> | <b>\$ 6,147,158</b> | <b>\$ 6,349,491</b> | <b>\$ 6,577,986</b> |

## FIVE YEAR FINANCIAL PLAN - ALLINGTOWN FIRE DEPARTMENT

|                                | ----- 5 YEAR FINANCIAL PLAN ----- |                       |                       |                     |                       |                       |                       |                       |                       |
|--------------------------------|-----------------------------------|-----------------------|-----------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL       | FY 23<br>BUDGET       | FY 23<br>FORECAST   | FY 24<br>BUDGET       | FY 25<br>FORECAST     | FY 26<br>FORECAST     | FY 27<br>FORECAST     | FY 28<br>FORECAST     |
| <b>OPERATIONS</b>              |                                   |                       |                       |                     |                       |                       |                       |                       |                       |
| Regular Wages                  | \$ 1,478,166                      | \$ 1,582,617          | \$ 1,596,383          | \$ 1,552,298        | \$ 1,519,965          | \$ 1,557,964          | \$ 1,596,913          | \$ 1,636,836          | \$ 1,677,757          |
| Overtime                       | \$ 537,339                        | \$ 395,199            | \$ 475,000            | \$ 475,000          | \$ 480,000            | \$ 492,000            | \$ 504,300            | \$ 516,908            | \$ 529,830            |
| Separation Pay                 | \$ -                              | \$ -                  | \$ 60,000             | \$ 40,000           | \$ 45,000             | \$ 45,000             | \$ 45,000             | \$ 45,000             | \$ 45,000             |
| Workers' Comp. Pay             | \$ 10,020                         | \$ -                  | \$ -                  | \$ -                | \$ -                  | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| Telephone Expense - ERS Charge | \$ 223,002                        | \$ 284,291            | \$ 304,900            | \$ 308,800          | \$ 305,000            | \$ 305,000            | \$ 305,000            | \$ 305,000            | \$ 305,000            |
| Uniform Allowance - Full Time  | \$ 13,911                         | \$ 22,048             | \$ 12,000             | \$ 13,900           | \$ 26,000             | \$ 26,000             | \$ 26,000             | \$ 26,000             | \$ 26,000             |
| Tools & Miscellaneous Equipmnt | \$ 108,837                        | \$ 49,627             | \$ 90,000             | \$ 70,000           | \$ 70,000             | \$ 77,700             | \$ 71,500             | \$ 72,300             | \$ 72,900             |
| Medical Supplies               | \$ 20,648                         | \$ 21,975             | \$ 35,000             | \$ 30,000           | \$ 38,000             | \$ 29,100             | \$ 30,800             | \$ 32,000             | \$ 32,500             |
| FICA - City's Share            | \$ 20,078                         | \$ 64,315             | \$ 60,442             | \$ 60,442           | \$ 60,000             | \$ 61,500             | \$ 63,038             | \$ 64,613             | \$ 66,229             |
| Pension - City's Share         | \$ 50,764                         | \$ 62,997             | \$ 66,073             | \$ 66,073           | \$ 166,000            | \$ 170,150            | \$ 174,404            | \$ 178,764            | \$ 183,233            |
| Trucks                         | \$ 28,588                         | \$ 59,806             | \$ 465,000            | \$ 465,000          | \$ 265,000            | \$ 265,000            | \$ 265,000            | \$ 265,000            | \$ 265,000            |
| Educational Reimbursement      | \$ -                              | \$ -                  | \$ 107,225            | \$ 107,225          | \$ 115,250            | \$ 115,250            | \$ 115,250            | \$ 115,250            | \$ 115,250            |
| <b>TOTAL OPERATIONS</b>        | <b>\$ 2,491,353</b>               | <b>\$ 2,542,875</b>   | <b>\$ 3,272,023</b>   | <b>\$ 3,188,738</b> | <b>\$ 3,090,215</b>   | <b>\$ 3,144,664</b>   | <b>\$ 3,197,204</b>   | <b>\$ 3,257,671</b>   | <b>\$ 3,318,699</b>   |
| <b>TOTAL EXPENSES</b>          | <b>\$ 7,694,796</b>               | <b>\$ 7,987,338</b>   | <b>\$ 9,183,313</b>   | <b>\$ 9,083,443</b> | <b>\$ 9,181,583</b>   | <b>\$ 9,138,134</b>   | <b>\$ 9,344,362</b>   | <b>\$ 9,607,162</b>   | <b>\$ 9,896,685</b>   |
| ADMINISTRATION                 | \$ 5,203,443                      | \$ 5,444,463          | \$ 5,911,290          | \$ 5,894,705        | \$ 6,091,368          | \$ 5,993,470          | \$ 6,147,158          | \$ 6,349,491          | \$ 6,577,986          |
| OPERATIONS                     | \$ 2,491,353                      | \$ 2,542,875          | \$ 3,272,023          | \$ 3,188,738        | \$ 3,090,215          | \$ 3,144,664          | \$ 3,197,204          | \$ 3,257,671          | \$ 3,318,699          |
| <b>TOTAL EXPENSES</b>          | <b>\$ 7,694,796</b>               | <b>\$ 7,987,338</b>   | <b>\$ 9,183,313</b>   | <b>\$ 9,083,443</b> | <b>\$ 9,181,583</b>   | <b>\$ 9,138,134</b>   | <b>\$ 9,344,362</b>   | <b>\$ 9,607,162</b>   | <b>\$ 9,896,685</b>   |
| <b>CURRENT TAX CALCULATION</b> |                                   |                       |                       |                     |                       |                       |                       |                       |                       |
| Net GL - Motor Vehicle         | \$ 57,523,260                     | \$ 62,385,230         | \$ 77,526,620         |                     | \$ 77,526,620         | \$ 78,301,886         | \$ 79,084,905         | \$ 79,875,754         | \$ 80,674,512         |
| Net GL - Real Estate/PP        | \$ 495,341,903                    | \$ 568,606,571        | \$ 574,211,414        |                     | \$ 574,211,414        | \$ 576,676,010        | \$ 578,052,004        | \$ 578,763,527        | \$ 579,051,064        |
| <b>Net Grand List</b>          | <b>\$ 552,865,163</b>             | <b>\$ 630,991,801</b> | <b>\$ 651,738,034</b> |                     | <b>\$ 651,738,034</b> | <b>\$ 654,977,896</b> | <b>\$ 657,136,909</b> | <b>\$ 658,639,281</b> | <b>\$ 659,725,576</b> |
| Mill Rate - MV                 |                                   |                       | 3.0                   |                     | 3.0                   | 3.0                   | 3.0                   | 3.0                   | 3.0                   |
| Mill Rate - R/E, PP            |                                   |                       | 11.61                 |                     | 11.61                 | 11.91                 | 12.24                 | 12.69                 | 13.19                 |
| Gross Tax Levy - MV            |                                   |                       | \$ 232,580            |                     | \$ 232,580            | \$ 234,906            | \$ 237,255            | \$ 239,627            | \$ 242,024            |
| Gross Tax Levy - R/E, PP       |                                   |                       | \$ 6,668,007          |                     | \$ 6,666,248          | \$ 6,866,951          | \$ 7,073,676          | \$ 7,341,729          | \$ 7,637,324          |
| Gross Tax Levy                 |                                   |                       | \$ 6,900,586          |                     | \$ 6,898,828          | \$ 7,101,857          | \$ 7,310,930          | \$ 7,581,356          | \$ 7,879,347          |
| Collection Rate                |                                   |                       | 98.40%                |                     | 98.40%                | 98.40%                | 98.40%                | 98.40%                | 98.40%                |
| Tax Levy - Current Year        |                                   |                       | \$ 6,790,177          |                     | \$ 6,788,447          | \$ 6,988,227          | \$ 7,193,955          | \$ 7,460,055          | \$ 7,753,278          |
|                                |                                   |                       |                       |                     | -0.03%                | 2.94%                 | 2.94%                 | 3.70%                 | 3.93%                 |

**CITY OF WEST HAVEN ANALYSIS OF SEWER FUND BALANCE**

|  | <b>FY 21<br/>ACTUAL</b> | <b>FY 22<br/>ACTUAL</b> | <b>FY 23<br/>BUDGET</b> | <b>FY 24<br/>BUDGET</b> | <b>FY 25<br/>FORECAST</b> | <b>FY 26<br/>FORECAST</b> | <b>FY 27<br/>FORECAST</b> | <b>FY 28<br/>FORECAST</b> |
|--|-------------------------|-------------------------|-------------------------|-------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| <b>TOTAL REVENUE</b>                                   | 11,835,495              | 11,736,177              | 12,498,222              | 12,926,993              | 13,357,957                | 13,760,440                | 14,537,825                | 16,545,366                |
| <b>TOTAL EXPENSES</b>                                  | 10,331,242              | 11,890,529              | 12,498,222              | 12,926,993              | 13,357,957                | 13,760,440                | 14,537,825                | 16,545,366                |
| <b>SURPLUS/(DEFICIT) WITHOUT MARB FUNDING</b>          | <b>1,504,253</b>        | <b>(154,352)</b>        | -                       | -                       | -                         | -                         | -                         | -                         |
| <b>OTHER REVENUES</b>                                  | -                       | -                       | -                       | -                       | -                         | -                         | -                         | -                         |
| <b>FINAL SURPLUS/(DEFICIT)</b>                         | <b>1,504,253</b>        | <b>(154,352)</b>        | -                       | -                       | -                         | -                         | -                         | -                         |
| <b>SEWER RATE</b>                                      | \$426                   | \$426                   | \$453                   | \$470                   | \$488                     | \$502                     | \$528                     | \$598                     |
| <b>SEWER RATE (PRIOR YEAR MODEL)</b>                   | \$421                   | \$426                   | \$453                   | \$430                   | \$438                     | \$446                     | \$448                     |                           |
| <b>SEWER RATE CHANGE</b>                               | \$0                     | \$0                     | \$27                    | \$17                    | \$18                      | \$14                      | \$26                      | \$70                      |
| <b>SEWER RATE CHANGE (PRIOR YEAR MODEL)</b>            | (\$5)                   | \$5                     | \$27                    | (\$23)                  | \$8                       | \$8                       | \$2                       |                           |
| <b>BEGINNING FUND BALANCE</b>                          | 4,904,432               | 6,408,685               | 6,254,333               | 6,254,333               | 6,254,333                 | 6,254,333                 | 6,254,333                 | 6,254,333                 |
| <b>ENDING FUND BALANCE</b>                             | <b>6,408,685</b>        | <b>6,254,333</b>        | <b>6,254,333</b>        | <b>6,254,333</b>        | <b>6,254,333</b>          | <b>6,254,333</b>          | <b>6,254,333</b>          | <b>6,254,333</b>          |
| <b>ORIGINAL FUND BALANCE (PRIOR YEAR MODEL)</b>        | 4,342,530               | 4,030,221               | 4,030,221               | 4,030,221               | 4,030,221                 | 4,030,221                 | 4,030,221                 |                           |
| <b>FUND BALANCE % OF TOTAL EXP.</b>                    | 62.03%                  | 52.60%                  | 50.04%                  | 48.38%                  | 46.82%                    | 45.45%                    | 43.02%                    | 37.80%                    |
| <b>FUND BALANCE % OF TOTAL EXP. (PRIOR YEAR MODEL)</b> | 42.03%                  | 33.89%                  | 32.25%                  | 31.18%                  | 30.17%                    | 29.29%                    | 27.72%                    |                           |

## FIVE YEAR FINANCIAL PLAN - SEWER FUND

|                              | ----- 5 YEAR FINANCIAL PLAN ----- |                           |                           |                           |                           |                           |                           |                           |
|------------------------------|-----------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
|                              | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL           | FY 23<br>BUDGET           | FY 24<br>BUDGET           | FY 25<br>FORECAST         | FY 26<br>FORECAST         | FY 27<br>FORECAST         | FY 28<br>FORECAST         |
| <b>FINANCIAL SUMMARY:</b>    |                                   |                           |                           |                           |                           |                           |                           |                           |
| ADMINISTRATION               | \$4,492,446                       | \$4,725,819               | \$5,178,377               | \$4,910,423               | \$5,163,216               | \$5,344,662               | \$6,016,707               | \$7,801,336               |
| OPERATIONS                   | \$5,838,796                       | \$7,164,710               | \$7,319,845               | \$8,016,570               | \$8,194,741               | \$8,415,778               | \$8,521,118               | \$8,744,030               |
| TOTAL EXPENSE                | <u>\$10,331,242</u>               | <u>\$11,890,529</u>       | <u>\$12,498,222</u>       | <u>\$12,926,993</u>       | <u>\$13,357,957</u>       | <u>\$13,760,440</u>       | <u>\$14,537,825</u>       | <u>\$16,545,366</u>       |
| NON CURRENT TAX REVENUES     | \$593,379                         | \$656,156                 | \$673,200                 | \$659,000                 | \$641,195                 | \$678,221                 | \$762,534                 | \$962,894                 |
| CURRENT PERIOD TAXES         | \$11,242,116                      | \$11,080,021              | \$11,825,022              | \$12,267,993              | \$12,716,762              | \$13,082,219              | \$13,775,291              | \$15,582,472              |
| TOTAL REVENUES               | <u>\$11,835,495</u>               | <u>\$11,736,177</u>       | <u>\$12,498,222</u>       | <u>\$12,926,993</u>       | <u>\$13,357,957</u>       | <u>\$13,760,440</u>       | <u>\$14,537,825</u>       | <u>\$16,545,366</u>       |
| BEGINNING FUND BALANCE       | \$3,130,249                       | \$4,634,502               | \$4,480,150               | \$4,480,150               | \$4,480,150               | \$4,480,150               | \$4,480,150               | \$4,480,150               |
| SURPLUS/(DEFICIT)            | \$1,504,253                       | -\$154,352                | \$0                       | \$0                       | \$0                       | \$0                       | \$0                       | \$0                       |
| <b>ENDING FUND BALANCE</b>   | <b><u>\$4,634,502</u></b>         | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> | <b><u>\$4,480,150</u></b> |
| FUND BALANCE % OF TOTAL EXP. | 44.86%                            | 37.68%                    | 35.85%                    | 34.66%                    | 33.54%                    | 32.56%                    | 30.82%                    | 27.08%                    |

### RATE CALCULATION:

|                                |              |              |                     |                     |                     |                     |                     |                     |
|--------------------------------|--------------|--------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| AMOUNT RAISED BY CURRENT TAXES |              |              | \$11,825,022        | \$12,267,993        | \$12,716,762        | \$13,082,219        | \$13,775,291        | \$15,582,472        |
| COLLECTION RATE                |              |              | 98.4%               | 98.4%               | 98.4%               | 98.4%               | 98.4%               | 98.4%               |
| GROSS TAX LEVY                 |              |              | <u>\$12,017,299</u> | <u>\$12,467,473</u> | <u>\$12,923,539</u> | <u>\$13,294,938</u> | <u>\$13,999,279</u> | <u>\$15,835,845</u> |
| ESTIMATED # OF UNITS           |              |              | 26,500              | 26,500              | 26,500              | 26,500              | 26,500              | 26,500              |
| <b>SEWER USE RATE</b>          | <b>\$426</b> | <b>\$426</b> | <b>\$453</b>        | <b>\$470</b>        | <b>\$488</b>        | <b>\$502</b>        | <b>\$528</b>        | <b>\$598</b>        |

## FIVE YEAR FINANCIAL PLAN - SEWER FUND

|  |                                  | ----- 5 YEAR FINANCIAL PLAN ----- |                     |                     |                     |                     |                     |                     |                     |
|--|----------------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|  |                                  | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL     | FY 23<br>BUDGET     | FY 24<br>BUDGET     | FY 25<br>FORECAST   | FY 26<br>FORECAST   | FY 27<br>FORECAST   | FY 28<br>FORECAST   |
| <b>REVENUE</b>                           |                                  |                                   |                     |                     |                     |                     |                     |                     |                     |
| 46610                                    | Sewer Use Fees-Current           | \$11,242,116                      | \$11,080,021        | \$11,825,022        | \$12,267,993        | \$12,716,762        | \$13,082,219        | \$13,775,291        | \$15,582,472        |
| 46620                                    | Sewer Use Fees - Prior Years     | \$35,719                          | \$13,909            | \$30,000            | \$18,000            | \$23,667            | \$24,606            | \$22,754            | \$24,386            |
| 46630                                    | Sewer Interest & Liens - Current | \$76,280                          | \$93,292            | \$20,000            | \$20,000            | \$38,323            | \$26,108            | \$28,144            | \$30,858            |
| 46640                                    | Sewer Interest & Liens - PY      | \$23,958                          | \$14,624            | \$17,000            | \$15,000            | \$15,406            | \$15,135            | \$15,180            | \$15,240            |
| 46670                                    | Orange Share Service Charge      | \$214,318                         | \$314,947           | \$380,000           | \$390,000           | \$373,561           | \$388,811           | \$391,806           | \$392,421           |
| 47675                                    | Orange Share Cwf Debt            | \$117,319                         | \$195,531           | \$196,200           | \$216,000           | \$190,238           | \$223,561           | \$304,650           | \$499,989           |
| 47680                                    | Nitrogen Credit                  | \$125,785                         | \$23,853            | \$30,000            | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| 45251                                    | Clean Water Fund Grants          | \$0                               | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
|  | <b>Total Revenue</b>             | <b>\$11,835,495</b>               | <b>\$11,736,177</b> | <b>\$12,498,222</b> | <b>\$12,926,993</b> | <b>\$13,357,957</b> | <b>\$13,760,440</b> | <b>\$14,537,825</b> | <b>\$16,545,366</b> |
| <b>SEWER OPERATIONS ADMIN</b>            |                                  |                                   |                     |                     |                     |                     |                     |                     |                     |
| 51000                                    | Regular Wages                    | \$110,524                         | \$57,794            | \$121,950           | \$121,950           | \$124,999           | \$128,124           | \$131,327           | \$134,610           |
| 51050                                    | Secretary/Clerk                  | \$0                               | \$0                 | \$4,000             | \$4,200             | \$4,305             | \$4,413             | \$4,523             | \$4,636             |
| 51500                                    | Overtime                         | \$8,581                           | \$8,179             | \$8,000             | \$3,000             | \$3,075             | \$3,152             | \$3,231             | \$3,311             |
| 51530                                    | Vacation Buy Back                |                                   |                     | \$2,000             | \$2,000             | \$2,050             | \$2,101             | \$2,154             | \$2,208             |
| 52360                                    | Business Expense                 | \$3,915                           | \$2,823             | \$12,000            | \$30,000            | \$30,000            | \$30,000            | \$30,000            | \$30,000            |
| 52420                                    | Financial Services               | \$55,166                          | \$55,166            | \$55,156            | \$55,156            | \$55,156            | \$55,156            | \$55,156            | \$55,156            |
| 52440                                    | Engineering Services             | \$444,581                         | \$379,501           | \$500,000           | \$400,000           | \$400,000           | \$400,000           | \$400,000           | \$400,000           |
| 52580                                    | Equipment Maintenance/Repair     | \$452,995                         | \$339,801           | \$500,000           | \$300,000           | \$373,559           | \$357,672           | \$326,558           | \$339,447           |
| 52750                                    | Fees And Charges                 | \$3,530                           | \$6,899             | \$7,000             | \$7,000             | \$6,286             | \$6,837             | \$6,781             | \$6,726             |
| 54100                                    | Fringe Benefits                  | \$10,300                          | \$0                 | \$15,000            | \$15,000            | \$15,375            | \$15,759            | \$16,153            | \$16,557            |
| 54130                                    | FICA-City's Share                | \$3,136                           | \$4,447             | \$9,330             | \$9,330             | \$9,563             | \$9,802             | \$10,047            | \$10,299            |
| 54140                                    | Pension - City's Share           | \$0                               | \$526               | \$9,000             | \$9,000             | \$9,225             | \$9,456             | \$9,692             | \$9,934             |
| 54640                                    | CWF - Debt Serv. - General Fund  | \$361,128                         | \$204,680           | \$101,954           | \$320,800           | \$295,000           | \$278,875           | \$269,925           | \$260,975           |
| 55710                                    | Capital Improv.-Sewer Plant      | \$605,523                         | \$890,501           | \$600,000           | \$600,000           | \$600,000           | \$600,000           | \$600,000           | \$600,000           |
| 55720                                    | Capital Imp - Collection System  | \$280,955                         | \$381,393           | \$600,000           | \$600,000           | \$600,000           | \$600,000           | \$600,000           | \$600,000           |
| 55749                                    | Clean Water (New)                | \$1,797,987                       | \$2,015,424         | \$1,797,987         | \$1,797,987         | \$1,901,323         | \$2,093,715         | \$2,799,760         | \$4,597,677         |
| 56010                                    | Unallocated Contingency          | \$0                               | \$34,580            | \$300,000           | \$300,000           | \$300,000           | \$300,000           | \$300,000           | \$300,000           |
| 56990                                    | Miscellaneous                    | \$354,125                         | \$344,105           | \$535,000           | \$335,000           | \$433,300           | \$449,600           | \$451,400           | \$429,800           |
|  | <b>TOTAL ADMINISTRATION</b>      | <b>\$4,492,446</b>                | <b>\$4,725,819</b>  | <b>\$5,178,377</b>  | <b>\$4,910,423</b>  | <b>\$5,163,216</b>  | <b>\$5,344,662</b>  | <b>\$6,016,707</b>  | <b>\$7,801,336</b>  |
| <b>Note: Direct Debt Service - Sewer</b> |                                  | <b>\$2,159,115</b>                | <b>\$2,220,104</b>  | <b>\$1,899,941</b>  | <b>\$2,118,787</b>  | <b>\$2,196,323</b>  | <b>\$2,372,590</b>  | <b>\$3,069,685</b>  | <b>\$4,858,652</b>  |

## FIVE YEAR FINANCIAL PLAN - SEWER FUND

|   |                                | ----- 5 YEAR FINANCIAL PLAN ----- |                     |                     |                     |                     |                     |                               |                     |
|---|--------------------------------|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------------------|---------------------|
|   |                                | FY 21<br>ACTUAL                   | FY 22<br>ACTUAL     | FY 23<br>BUDGET     | FY 24<br>BUDGET     | FY 25<br>FORECAST   | FY 26<br>FORECAST   | FY 27<br>FORECAST             | FY 28<br>FORECAST   |
| <b><u>IN-HOUSE SEWER OPERATIONS</u></b> |                                |                                   |                     |                     |                     |                     |                     |                               |                     |
| 51000                                   | Regular Wages                  | \$1,580,217                       | \$1,575,813         | \$1,906,913         | \$1,964,120         | \$2,013,223         | \$2,063,554         | \$2,115,142                   | \$2,168,021         |
| 51500                                   | Overtime                       | \$659,655                         | \$695,310           | \$660,000           | \$660,000           | \$676,500           | \$693,413           | \$710,748                     | \$728,517           |
| 51530                                   | Vacation Buy Back              | \$5,746                           | \$9,679             | \$17,000            | \$17,000            | \$17,425            | \$17,861            | \$18,307                      | \$18,765            |
| 51800                                   | Separation Pay                 | \$0                               | \$0                 | \$50,000            | \$50,000            | \$51,250            | \$52,531            | \$53,845                      | \$55,191            |
| 52100                                   | Gas Heating                    | \$22,366                          | \$48,436            | \$70,000            | \$84,000            | \$85,932            | \$87,908            | \$89,930                      | \$91,999            |
| 52105                                   | Gases (Propane, Etc)           | \$840                             | \$938               | \$5,000             | \$5,000             | \$5,115             | \$5,233             | \$5,353                       | \$5,476             |
| 52110                                   | Electricity                    | \$917,732                         | \$1,206,613         | \$1,200,000         | \$1,500,000         | \$1,534,500         | \$1,569,794         | \$1,605,899                   | \$1,642,834         |
| 52130                                   | Water                          | \$165,517                         | \$118,032           | \$175,000           | \$200,000           | \$204,600           | \$209,306           | \$214,120                     | \$219,045           |
| 52150                                   | Telephone Expense              | \$2,612                           | \$5,931             | \$8,000             | \$9,000             | \$9,000             | \$9,000             | \$9,000                       | \$9,000             |
| 52510                                   | Maintenance Service Agreement  | \$25,005                          | \$79,847            | \$80,000            | \$80,000            | \$72,419            | \$82,376            | \$82,634                      | \$83,325            |
| 52540                                   | Motor Vehicle Maint/Repair     | \$29,116                          | \$40,000            | \$40,000            | \$40,000            | \$37,823            | \$39,565            | \$39,347                      | \$39,184            |
| 52650                                   | Other Rental                   | \$400                             | \$0                 | \$5,000             | \$5,000             | \$3,080             | \$3,616             | \$4,174                       | \$3,968             |
| 52770                                   | Other Contractual Services     | \$184,040                         | \$199,215           | \$200,000           | \$200,000           | \$202,551           | \$206,364           | \$208,296                     | \$210,432           |
| 52910                                   | Trash Pickup                   | \$15,000                          | \$15,000            | \$16,000            | \$16,000            | \$16,000            | \$16,000            | \$16,000                      | \$16,000            |
| 53000                                   | Supplies & Materials           | \$185,631                         | \$180,661           | \$200,000           | \$200,000           | \$200,000           | \$200,000           | \$200,000                     | \$200,000           |
| 53200                                   | Heating Oil                    | \$779,999                         | \$948,333           | \$1,000,000         | \$1,100,000         | \$1,125,300         | \$1,151,182         | \$1,177,659                   | \$1,204,745         |
| 53210                                   | Automotive Fuel & Fluids       | \$20,151                          | \$29,067            | \$25,000            | \$25,000            | \$25,000            | \$25,000            | \$25,000                      | \$25,000            |
| 53250                                   | Tools & Miscellaneous Equipmnt | \$24,150                          | \$49,151            | \$50,000            | \$50,000            | \$44,660            | \$48,762            | \$48,356                      | \$47,945            |
| 53430                                   | Janitorial Supplies            | \$13,430                          | \$15,000            | \$16,000            | \$16,000            | \$15,086            | \$15,417            | \$15,376                      | \$15,470            |
| 53435                                   | Chemicals                      | \$103,607                         | \$140,000           | \$140,000           | \$210,000           | \$214,200           | \$218,484           | \$222,854                     | \$227,311           |
| 53445                                   | Safety Supplies                | \$9,883                           | \$7,153             | \$8,000             | \$8,000             | \$8,371             | \$8,063             | \$8,271                       | \$8,340             |
| 53450                                   | Laboratory Supplies            | \$62,694                          | \$60,845            | \$68,000            | \$70,000            | \$70,000            | \$70,000            | \$70,000                      | \$70,000            |
| 53460                                   | Clothing & Uniforms            | \$34,333                          | \$32,216            | \$36,000            | \$44,000            | \$36,510            | \$36,945            | \$38,364                      | \$38,955            |
| 54100                                   | Fringe Benefits                | \$323,387                         | \$391,040           | \$460,000           | \$474,000           | \$485,850           | \$497,996           | \$510,446                     | \$523,207           |
| 54130                                   | FICA-City's Share              | \$166,500                         | \$163,818           | \$183,932           | \$189,450           | \$194,186           | \$199,041           | \$204,017                     | \$209,117           |
| 54140                                   | Pension - City's Share         | \$132,422                         | \$132,455           | \$200,000           | \$200,000           | \$205,000           | \$210,125           | \$215,378                     | \$220,763           |
| 54232                                   | Lap Claims-Sewer               | \$109,325                         | \$726,137           | \$250,000           | \$250,000           | \$302,092           | \$340,646           | \$266,935                     | \$289,918           |
| 54735                                   | Sewer Claims-Workers Comp      | \$171,320                         | \$144,020           | \$100,000           | \$200,000           | \$133,068           | \$125,418           | \$127,122                     | \$146,402           |
| 56215                                   | Outside Services               | \$93,720                          | \$150,000           | \$150,000           | \$150,000           | \$206,000           | \$212,180           | \$218,545                     | \$225,101           |
| 54390                                   | Operating Transfer Out         | \$0                               | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                           | \$0                 |
| <b>TOTAL OPERATIONS</b>                 |                                | <b>\$5,838,796</b>                | <b>\$7,164,710</b>  | <b>\$7,319,845</b>  | <b>\$8,016,570</b>  | <b>\$8,194,741</b>  | <b>\$8,415,778</b>  | <b>\$8,521,118</b>            | <b>\$8,744,030</b>  |
| <b>TOTAL EXPENSE</b>                    |                                | <b>\$10,331,242</b>               | <b>\$11,890,529</b> | <b>\$12,498,222</b> | <b>\$12,926,993</b> | <b>\$13,357,957</b> | <b>\$13,760,440</b> | <b>\$14,537,825</b>           | <b>\$16,545,366</b> |
| <b>SURPLUS/(DEFICIT)</b>                |                                | <b>\$1,504,253</b>                | <b>-\$154,352</b>   | 41 <b>\$0</b>       | <b>\$0</b>          | <b>\$0</b>          | <b>\$0</b>          | Created 11/18/2023 <b>\$0</b> | <b>\$0</b>          |



## Debt Service

|  | <u>2023-24</u>      |    | <u>2024-25</u>   |    | <u>2025-26</u>   |    | <u>2026-27</u>   |    | <u>2027-28</u>   |
|--|---------------------|----|------------------|----|------------------|----|------------------|----|------------------|
| <b><u>Existing - Sewer Fund</u></b>                      |                     |    |                  |    |                  |    |                  |    |                  |
| Principal  | \$ 1,900,612        | \$ | 1,807,898        | \$ | 1,844,387        | \$ | 1,881,616        | \$ | 1,919,591        |
| Interest   | \$ 408,895          | \$ | 359,785          | \$ | 323,294          | \$ | 286,066          | \$ | 248,087          |
| <b>Total</b>   | <b>\$ 2,309,507</b> | \$ | <b>2,167,682</b> | \$ | <b>2,167,680</b> | \$ | <b>2,167,681</b> | \$ | <b>2,167,678</b> |
| <b><u>New - Sewer Fund - See 5-Year Capital Plan</u></b> |                     |    |                  |    |                  |    |                  |    |                  |
| Principal  | \$ -                | \$ | 19,642           | \$ | 141,122          | \$ | 283,260          | \$ | 1,467,857        |
| Interest   | \$ -                | \$ | 8,998            | \$ | 63,788           | \$ | 618,744          | \$ | 1,223,117        |
| <b>Total</b>   | <b>\$ -</b>         | \$ | <b>28,640</b>    | \$ | <b>204,910</b>   | \$ | <b>902,004</b>   | \$ | <b>2,690,974</b> |
| <b><u>Total - Existing &amp; New</u></b>                 |                     |    |                  |    |                  |    |                  |    |                  |
| Principal  | \$ 1,900,612        | \$ | 1,827,540        | \$ | 1,985,509        | \$ | 2,164,876        | \$ | 3,387,448        |
| Interest   | 408,895             |    | 368,783          |    | 387,081          |    | 904,809          |    | 1,471,204        |
| <b>Total</b>   | <b>\$ 2,309,507</b> | \$ | <b>2,196,323</b> | \$ | <b>2,372,590</b> | \$ | <b>3,069,685</b> | \$ | <b>4,858,652</b> |



# FY23-24 BUDGET - CAPITAL REQUEST

| Owner              | Project Name                 | Description/Reason                              | Funding Source | FY24         | FY25         | FY26         | FY27         | FY28         |
|--------------------|------------------------------|---|----------------|--------------|--------------|--------------|--------------|--------------|
| Board of Education | Bailey Middle School         | Bathroom upgrades                               | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 500,000   |
| Board of Education | Bailey Middle School         | Domestic Piping                                 | Bonding        | \$ -         | \$ 85,000    | \$ -         | \$ -         | \$ -         |
| Board of Education | Bailey Middle School         | Electrical System upgrade and repairs           | Bonding        | \$ -         | \$ -         | \$ 175,000   | \$ -         | \$ -         |
| Board of Education | Bailey Middle School         | Parking lot and hardscape upgrades              | Bonding        | \$ -         | \$ -         | \$ 300,000   | \$ -         | \$ -         |
| Board of Education | Bailey Middle School         | Science lab upgrades                            | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 300,000   |
| Board of Education | Bennett Rink                 | Floor replacement with piping                   | Bonding        | \$ 800,000   | \$ -         | \$ -         | \$ -         | \$ -         |
| Board of Education | Bennett Rink                 | Chiller Plant                                   | Bonding        | \$ 450,000   | \$ -         | \$ -         | \$ -         | \$ -         |
| Board of Education | Carrigan Intermediate School | Bathroom upgrades                               | Bonding        | \$ -         | \$ 500,000   | \$ -         | \$ -         | \$ -         |
| Board of Education | Carrigan Intermediate School | Electrical System upgrade and repairs           | Bonding        | \$ -         | \$ -         | \$ 275,000   | \$ -         | \$ -         |
| Board of Education | Carrigan Intermediate School | Science lab upgrades                            | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 350,000   |
| Board of Education | Carrigan Intermediate School | Windows & Doors (City Share)                    | Bonding        | \$ -         | \$ 695,000   | \$ -         | \$ -         | \$ -         |
| Board of Education | District-Wide                | Accessibility improvements                      | Bonding        | \$ -         | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ 200,000   |
| Board of Education | District-Wide                | Asbestos abatement and removal                  | Bonding        | \$ -         | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ 200,000   |
| Board of Education | District-Wide                | Code compliance- Emergency Lighting- Fire Panel | Bonding        | \$ -         | \$ 150,000   | \$ 150,000   | \$ 150,000   | \$ 150,000   |
| Board of Education | District-Wide                | Electrical System upgrades                      | Bonding        | \$ -         | \$ 108,000   | \$ 108,000   | \$ 108,000   | \$ 108,000   |
| Board of Education | District-Wide                | Exterior masonry repair                         | Bonding        | \$ -         | \$ 100,000   | \$ 100,000   | \$ 100,000   | \$ 100,000   |
| Board of Education | District-Wide                | Floor Cleaning Equipment Replacement            | Bonding        | \$ -         | \$ 30,000    | \$ 30,000    | \$ 30,000    | \$ 30,000    |
| Board of Education | District-Wide                | Maintenance equipment -Mowers/Tractors          | Bonding        | \$ 30,000    | \$ 30,000    | \$ -         | \$ 30,000    | \$ -         |
| Board of Education | District-Wide                | Paving and curbing                              | Bonding        | \$ -         | \$ 250,000   | \$ 250,000   | \$ 250,000   | \$ 250,000   |
| Board of Education | District-Wide                | Technology upgrades/Infrastructure Upgrades     | Bonding        | \$ -         | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ -         |
| Board of Education | Mackrille Elementary School  | Roof Replacement ( City Share)                  | Bonding        | \$ -         | \$ -         | \$ 468,000   | \$ -         | \$ -         |
| Board of Education | Pagels Elementary School     | Roof Replacement ( City Share)                  | Bonding        | \$ -         | \$ -         | \$ 410,000   | \$ -         | \$ -         |
| Board of Education | Seth Haley Elementary School | Roof Replacement ( City Share)                  | Bonding        | \$ -         | \$ -         | \$ -         | \$ 550,000   | \$ -         |
| Board of Education | Savin Rock                   | Roof Replacement ( City Share)                  | Bonding        | \$ 350,000   | \$ -         | \$ -         | \$ -         | \$ -         |
| Board of Education | Vehicle - Light Duty         | Maintenance Trucks Replacement                  | Bonding        | \$ -         | \$ 80,000    | \$ 80,000    | \$ 80,000    | \$ 80,000    |
| Board of Education | Washington School            | Rebuild Project                                 | Bonding        | \$ 7,199,900 | \$ -         | \$ -         | \$ -         | \$ -         |
| Public Works       | Street Paving                | Ongoing Needs                                   | Bonding        | \$ 800,000   | \$ 1,000,000 | \$ 1,772,250 | \$ 2,300,000 | \$ 2,300,000 |
| Public Works       | Handicap Curb Cuts           | Ongoing Needs                                   | LOCIP          | \$ 200,000   | \$ -         | \$ -         | \$ -         | \$ -         |
| Public Works       | Handicap Curb Cuts           | Ongoing Needs                                   | Bonding        | \$ -         | \$ 200,000   | \$ 200,000   | \$ 200,000   | \$ 200,000   |
| Public Works       | Equipment                    | Mower Replacements                              | Bonding        | \$ 30,000    | \$ -         | \$ -         | \$ -         | \$ -         |
| Public Works       | Equipment                    | New Trailers- Parks & PW                        | Bonding        | \$ 30,000    | \$ -         | \$ 45,000    | \$ -         | \$ -         |
| Public Works       | Sidewalks                    | Sidewalk Replacement                            | LOCIP          | \$ 250,000   | \$ 250,000   | \$ 250,000   | \$ 250,000   | \$ 250,000   |
| Public Works       | Storm Sewers                 | Ongoing Needs                                   | LOCIP          | \$ 250,000   | \$ 250,000   | \$ 250,000   | \$ 250,000   | \$ 250,000   |
| Public Works       | DPW - Passenger Vehicles     | 72WN - 1998 Crown Victoria - Pool               | Bonding        | \$ -         | \$ 21,000    | \$ -         | \$ -         | \$ -         |
| Public Works       | DPW - Passenger Vehicles     | 243WN- 2004 Crown Victoria - Zoning Coniff      | Bonding        | \$ 18,500    | \$ -         | \$ -         | \$ -         | \$ -         |
| Public Works       | DPW- Passenger Vehicles      | 110WN - 2005 Crown Victoria - Mayors Office     | Bonding        | \$ 18,500    | \$ -         | \$ -         | \$ -         | \$ -         |
| Public Works       | DPW Vehicle - Heavy Duty     | 1994 Hyster Forklift                            | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 80,000    |
| Public Works       | DPW Vehicle - Heavy Duty     | 121WN- 2012 International Dump 7400 #5          | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 270,000   |
| Public Works       | DPW Vehicle - Heavy Duty     | 155WN - 2012 International Dump 7400 #10        | Bonding        | \$ -         | \$ -         | \$ -         | \$ -         | \$ 270,000   |
| Public Works       | DPW Vehicle - Heavy Duty     | 115WN - 2005 International Dump 7400 #9         | Bonding        | \$ -         | \$ 240,000   | \$ -         | \$ -         | \$ -         |
| Public Works       | DPW Vehicle - Heavy Duty     | 116WN - 2008 International Dump 7400SD #2       | Bonding        | \$ -         | \$ -         | \$ -         | \$ 245,000   | \$ -         |

# FY23-24 BUDGET - CAPITAL REQUEST

| Owner              | Project Name             | Description/Reason                            | Funding Source | FY24       | FY25       | FY26       | FY27       | FY28       |
|--------------------|--------------------------|---|----------------|------------|------------|------------|------------|------------|
| Public Works       | DPW Vehicle - Heavy Duty | 119WN - 2008 International Dump 7400SD #8     | Bonding        | \$ -       | \$ -       | \$ -       | \$ 245,000 |            |
| Public Works       | DPW Vehicle - Heavy Duty | 146WN - 2011 Elgin Sweeper (Pelican) NP - PW  | Bonding        | \$ -       | \$ 400,000 |            | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 152WN - 2011 Doosan Loader (DI250) - PW       | Bonding        | \$ -       |            | \$ 445,000 | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 109WN - 2001 Volvo Dump -PW Tandem axle       | Bonding        | \$ -       | \$ -       | \$ 350,000 | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 244WN - 2012 Pickup W/Plow - PARKS            | Bonding        | \$ -       | \$ 85,000  | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 163WN - 2000 Sterling VAC Truck (LT7501) - PW | Bonding        |            | \$ -       | \$ 500,000 | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 201WN - 2005 International Dump #7- PW        | Bonding        | \$ -       | \$ -       |            | \$ 245,000 |            |
| Public Works       | DPW Vehicle - Heavy Duty | 226WN - 2006 Case 580 SM Backhoe - PW         | Bonding        | \$ -       | \$ 185,000 | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 220WN - 2005 F-350 DRW DUMP-SAND-PLOW         | Bonding        | \$ 130,000 | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | 2007 John Deere Tractor 2520w/cab-blower-load | Bonding        |            | \$ 175,000 |            |            |            |
| Public Works       | DPW Vehicle - Heavy Duty | 180WN - 2001 GMC 6500 Utility                 | Bonding        |            |            |            |            | \$ 80,000  |
| Public Works       | DPW Vehicle - Heavy Duty | HWY18 - 2002 Freightliner Refuse              | Bonding        | \$ 185,000 | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Heavy Duty | HWY23- 2001 Volvo Dump                        | Bonding        | \$ 250,000 |            |            |            |            |
| Public Works       | DPW Vehicle - Heavy Duty | 162WN- Senior Bus                             | Bonding        | \$ -       | \$ -       | \$ 135,000 | \$ -       |            |
| Public Works       | DPW Vehicle- Heavy Duty  | 175WN - Bucket Truck                          | Bonding        | \$ 165,000 |            |            |            |            |
| Public Works       | DPW Vehicle - Heavy Duty | (NEW)- Heavy Duty 24TON Constr. Trailer       | Bonding        |            | \$ 65,000  |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 165WN - 2012 F250 Pickup w/ Plow              | Bonding        | \$ 250,000 | \$ 85,000  | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 170WN - 2012 F250 Pickup                      | Bonding        | \$ -       | \$ 85,000  |            | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 173WN - 2012 F350 Dump/Sander/Plow 4x4        | Bonding        |            | \$ 130,000 | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 3WN - 2016 Ford Explorer - Supervisor         | Bonding        | \$ 30,000  |            |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 4WN - 2013 Ford Explorer - Supervisor         | Bonding        | \$ 30,000  |            |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 6WN - 2017 Explorer- Supervisor               | Bonding        | \$ 30,000  |            |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 238WN - 2002 Ford Explorer - Pool             | Bonding        | \$ 45,000  |            |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 176WN - 2012 F350 Dump/Sander/Plow            | Bonding        |            | \$ 130,000 |            | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 211WN - 2008 F250 Pickup w/Plow               | Bonding        | \$ 75,000  | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 65WN - 2004 F250 Pickup w/Plow/Liftgate       | Bonding        | \$ 75,000  | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 164WN - 1999 F550 Flatbed 4X4                 | Bonding        |            | \$ 100,000 | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle - Light Duty | 69WN - 2004 F-250 Pickup w/ Plow              | Bonding        |            | \$ 60,000  |            |            |            |
| Public Works       | DPW Vehicle - Light Duty | 10WN- 2009 F-150 Pickup                       | Bonding        |            |            | \$ 45,000  |            |            |
| Public Works       | DPW EQUIPMENT            | John Deere 6120 Tractor 114WN - 2004          | Bonding        |            |            | \$ 200,000 |            |            |
| Public Works       | DPW EQUIPMENT            | Barber Surf Rake                              | Bonding        |            |            | \$ 225,000 |            |            |
| Public Works       | DPW EQUIPMENT            | 2007 John Deere Tractor 2520w/cab-blower-load | Bonding        |            |            |            |            | \$ 75,000  |
| Public Works       | DPW EQUIPMENT            | BAF FANS for PW Garage                        | Bonding        | \$ 100,000 | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW EQUIPMENT            | 1995 Samsung 130LCM Excavator                 | Bonding        |            |            |            |            | \$ 375,000 |
| Public Works       | DPW EQUIPMENT            | NEW TIRE MACHINE                              | Bonding        | \$ 25,000  | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle- Heavy Duty  | FLAILER ATTACHMENT FOR LOADER                 | Bonding        |            | \$ 140,000 | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle- Light Duty  | 62WN- Tree Warden- 1998 Ford F-150 PU         | Bonding        | \$ 55,000  | \$ -       | \$ -       | \$ -       |            |
| Public Works       | DPW Vehicle- Heavy Duty  | Stump Grinder                                 | Bonding        | \$ -       | \$ -       | \$ 55,000  |            |            |
| Public Works       | DPW Vehicle- Heavy Duty  | Vac Truck 163WN                               | Bonding        | \$ -       | \$ -       | \$ -       | \$ 600,000 |            |
| Parks & Recreation | Beach Sand Management    | Erosion of beach area                         | Bonding        | \$ 100,000 | \$ 150,000 | \$ 300,000 | \$ 400,000 | \$ 400,000 |

# FY23-24 BUDGET - CAPITAL REQUEST

| Owner                   | Project Name               | Description/Reason                                  | Funding Source         | FY24         | FY25         | FY26          | FY27          | FY28         |
|-------------------------|----------------------------|---|------------------------|--------------|--------------|---------------|---------------|--------------|
| Police                  | Traffic Control Signal Box | Traffic controls - (approx 6 intersections each yea | Bonding                | \$ 250,000   | \$ 250,000   | \$ 250,000    | \$ 250,000    | \$ 250,000   |
| Police                  | Patrol Car Replacements    | 2007 Crown Vic (28-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2011 Crown Vic (29-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2011 Crown Vic (33-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2011 Crown Vic (34-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2011 Crown Vic (35-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 1999 Crown Vic (71-WN)                              | Bonding                | \$ 64,000    | \$ -         | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (94-WN)                              | Bonding                | \$ -         | \$ 71,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (884-ZAO)                            | Bonding                | \$ -         | \$ 71,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (965-ZAO)                            | Bonding                | \$ -         | \$ 71,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (AL-53014)                           | Bonding                | \$ -         | \$ 71,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (AL-53015)                           | Bonding                | \$ -         | \$ 71,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2010 Crown Vic (93-WN)                              | Bonding                | \$ -         | \$ 69,000    | \$ -          | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2005 Mustang (64-WN)                                | Bonding                | \$ -         | \$ -         | \$ 73,130     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2006 E350 (26-WN)                                   | Bonding                | \$ -         | \$ -         | \$ 73,130     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2004 Envoy (AC-54098)                               | Bonding                | \$ -         | \$ -         | \$ 73,130     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2014 Explorer (AT11704)                             | Bonding                | \$ -         | \$ -         | \$ 73,130     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2015 Explorer (BE16619)                             | Bonding                | \$ -         | \$ -         | \$ 73,130     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (36-WN)                               | Bonding                | \$ -         | \$ -         | \$ 71,070     | \$ -          | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (37-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 75,324     | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (38-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 75,324     | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (39-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 75,324     | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (56-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 75,324     | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (57-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 75,324     | \$ -         |
| Police                  | Patrol Car Replacements    | 2016 Explorer (58-WN)                               | Bonding                | \$ -         | \$ -         | \$ -          | \$ 73,202     | \$ -         |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 77,584    |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 77,584    |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 77,584    |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 77,584    |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 77,584    |
| Police                  | Patrol Car Replacements    | 201? Explorer (TBD-WN)                              | Bonding                | \$ -         | \$ -         | \$ -          | \$ -          | \$ 75,398    |
| Water Pollution Control | Treatment Plant            | Biosolids Disposal (\$30M)                          | Outsource to 3rd Party | \$ -         | \$ -         | \$ -          | \$ -          | \$ -         |
| Water Pollution Control | Outfall Reconstruction     | End of Useful Life and Danger of Breaks             | Bonding                | \$ 250,000   | \$ 1,250,000 | \$ 8,750,000  | \$ 7,250,000  | \$ -         |
| Water Pollution Control |                            |   | Fema Grant             | \$ 750,000   | \$ 3,750,000 | \$ 26,250,000 | \$ 21,750,000 | \$ -         |
| Water Pollution Control | Plant Hardening            | Protection from 100 Year High Tides                 | Bonding                | \$ -         | \$ -         | \$ -          | \$ 375,000    | \$ 1,250,000 |
| Water Pollution Control |                            |   | Fema Grant             | \$ -         | \$ -         | \$ -          | \$ 1,125,000  | \$ 3,750,000 |
| Water Pollution Control | Consent Decree Order - EPA | Mandated Sewer Rehabilitation                       | Clean Water Fund Loan  | \$ 345,600   | \$ 1,728,000 | \$ 3,152,000  | \$ 4,512,000  | \$ 3,760,000 |
| Water Pollution Control |                            |   | Clean Water Fund Grant | \$ 86,400    | \$ 432,000   | \$ 788,000    | \$ 1,128,000  | \$ 940,000   |
| Water Pollution Control | Sewer Rehabilitation       | Ongoing Pump Station Upgrades                       | Clean Water Fund Loan  | \$ 1,872,000 | \$ 5,855,280 | \$ 5,798,400  | \$ 6,401,600  | \$ 2,700,800 |
| Water Pollution Control |                            |   | Clean Water Fund Grant | \$ 468,000   | \$ 1,463,820 | \$ 1,449,600  | \$ 1,600,400  | \$ 675,200   |
| Water Pollution Control |                            |   | Town of Orange         | \$ 660,000   | \$ 1,380,900 | \$ 252,000    | \$ 348,000    | \$ 174,000   |

# FY23-24 BUDGET - CAPITAL REQUEST

| Owner                          | Project Name                     | Description/Reason                                     | Funding Source        | FY24                 | FY25                 | FY26                 | FY27                 | FY28                 |
|--------------------------------|----------------------------------|--|-----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| AFD                            | Fire Station                     | New state of the art building, consolidation of 2 ac   | Bonding               | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Building                       | Digitization Project             | Scanning archived files (10 Years at a time)           | Bonding               | \$ 180,000           | \$ 180,000           | \$ 180,000           | \$ -                 | \$ -                 |
| Building                       | City Building Improvements       | HVAC, Ceilings, Lighting, Work Stations                | Bonding               | \$ -                 | \$ -                 | \$ 500,000           | \$ 1,500,000         | \$ 1,500,000         |
| Information Technology         | Laptop + Docking Stations        | Many of our computers are running on an outdate        | Bonding               | \$ 60,000            | \$ 60,000            |                      |                      | \$ 80,000            |
| Information Technology         | Core Network switches            | The city Network Switches are at end of life. Broc     | Capital Non-Recurring | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 90,000            |
| Information Technology         | Firewalls                        | The city firewalls are at end of life/support. In orde | Capital Non-Recurring | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 135,000           |
| Information Technology         | Wireless AccessPoints            | Our wireless coverage is very unstable due to lim      | Capital Non-Recurring | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ 35,000            |
| Information Technology         | IP PHONE                         | The city VoIP server firmware and 2008/server ar       | Capital Non-Recurring | \$ -                 | \$ -                 | \$ 45,000            | \$ -                 | \$ -                 |
| Information Technology         | Security Cameras                 | The city continues to have BNC ongoing connecti        | Bonding               | \$ 55,000            | \$ -                 | \$ -                 | \$ 25,000            | \$ 25,000            |
| Information Technology         | APC Smart UPS                    | Many of the city APC/UPS is located inside our de      | Capital Non-Recurring | \$ -                 | \$ 10,000            | \$ -                 | \$ -                 | \$ 30,000            |
| Information Technology         | Security MagLock System          | The city main entrance doors, elevators, EOC, IT,      | Capital Non-Recurring | \$ -                 | \$ 25,000            | \$ -                 | \$ -                 | \$ -                 |
| Information Technology         | Nutanix - AOS Pro Software Licen | The city Hypervisor server farm software will expi     | Capital Non-Recurring | \$ -                 | \$ 52,000            |                      |                      | \$ 65,000            |
| Information Technology         | Hot Computing Disaster Recovery  | The city will need hot disaster recovery site in an    | Capital Non-Recurring | \$ -                 | \$ 67,000            |                      |                      | \$ -                 |
| General Government             | Assessment Accrual               | Annual accrual to prepare for Assessment Costs         | Capital Non-Recurring | \$ -                 | \$ 100,000           | \$ 100,000           | \$ 100,000           | \$ 100,000           |
| <b>TOTAL REQUESTED CAPITAL</b> |                                  |  |                       | <b>\$ 17,332,900</b> | <b>\$ 23,407,000</b> | <b>\$ 55,669,970</b> | <b>\$ 53,447,822</b> | <b>\$ 22,841,316</b> |

|                         |               |               |               |               |               |
|-------------------------|---------------|---------------|---------------|---------------|---------------|
| LOCIP                   | \$ 700,000    | \$ 500,000    | \$ 500,000    | \$ 500,000    | \$ 500,000    |
| Bonding                 | \$ 12,450,900 | \$ 8,043,000  | \$ 17,334,970 | \$ 15,982,822 | \$ 9,886,316  |
| Clean Water Fund Loan   | \$ 2,217,600  | \$ 7,583,280  | \$ 8,950,400  | \$ 10,913,600 | \$ 6,460,800  |
| Clean Water Fund Grant  | \$ 554,400    | \$ 1,895,820  | \$ 2,237,600  | \$ 2,728,400  | \$ 1,615,200  |
| FEMA Grant              | \$ 750,000    | \$ 3,750,000  | \$ 26,250,000 | \$ 22,875,000 | \$ 3,750,000  |
| Town of Orange          | \$ 660,000    | \$ 1,380,900  | \$ 252,000    | \$ 348,000    | \$ 174,000    |
| Capital Non-Recurring   | \$ -          | \$ 254,000    | \$ 145,000    | \$ 100,000    | \$ 455,000    |
| Total Requested Capital | \$ 17,332,900 | \$ 23,407,000 | \$ 55,669,970 | \$ 53,447,822 | \$ 22,841,316 |

|                |               |               |               |               |               |
|----------------|---------------|---------------|---------------|---------------|---------------|
| Bonds/Loans    | \$ 14,668,500 | \$ 15,880,280 | \$ 26,430,370 | \$ 26,996,422 | \$ 16,802,116 |
| Grants         | \$ 2,004,400  | \$ 6,145,820  | \$ 28,987,600 | \$ 26,103,400 | \$ 5,865,200  |
| Town of Orange | \$ 660,000    | \$ 1,380,900  | \$ 252,000    | \$ 348,000    | \$ 174,000    |
|                | \$ 17,332,900 | \$ 23,407,000 | \$ 55,669,970 | \$ 53,447,822 | \$ 22,841,316 |

| Department              | FY24          | FY25          | FY26          | FY27          | FY28          |
|-------------------------|---------------|---------------|---------------|---------------|---------------|
| AFD                     | \$ -          | \$ -          | \$ -          | \$ -          | \$ -          |
| Board of Education      | \$ 8,829,900  | \$ 2,628,000  | \$ 2,946,000  | \$ 1,898,000  | \$ 2,268,000  |
| Building                | \$ 180,000    | \$ 180,000    | \$ 680,000    | \$ 1,500,000  | \$ 1,500,000  |
| General Government      | \$ -          | \$ 100,000    | \$ 100,000    | \$ 100,000    | \$ 100,000    |
| Information Technology  | \$ 115,000    | \$ 214,000    | \$ 45,000     | \$ 25,000     | \$ 460,000    |
| Parks & Recreation      | \$ 100,000    | \$ 150,000    | \$ 300,000    | \$ 400,000    | \$ 400,000    |
| Police                  | \$ 634,000    | \$ 674,000    | \$ 686,720    | \$ 699,822    | \$ 713,316    |
| Public Works            | \$ 3,042,000  | \$ 3,601,000  | \$ 4,472,250  | \$ 4,335,000  | \$ 4,150,000  |
| Water Pollution Control | \$ 4,432,000  | \$ 15,860,000 | \$ 46,440,000 | \$ 44,490,000 | \$ 13,250,000 |
|                         | \$ 17,332,900 | \$ 23,407,000 | \$ 55,669,970 | \$ 53,447,822 | \$ 22,841,316 |

Rock Street Brewery, LLC Land Lease  
to be Provided Separately

## WATER POLLUTION CONTROL HYPOCHLORITE STORAGE TANKS

- Bid #2023-40 was published on October 3, 2023
- 1 bid was received from Coastal Technical Sales, Inc for \$92,159.63
- Tanks are being funded by WPCA operating budget.
- Coastal Technical will remove existing tanks and install newly purchased tanks.
- Submitted bid, Ethics Disclosure, and Non-Collusion affidavit included in this packet



## CONTRACT

THIS AGREEMENT, made by and between the City of West Haven (hereinafter designated as City), a municipal corporation located within the County of New Haven and State of Connecticut and Coastal Technical sales, Inc (hereinafter designated as Contractor), whose principal place of business is located at 116 Keystone Drive, Montgomeryville, PA 18936, acting herein by Edward J. Monahan, III, its corporate secretary, duly authorized and empowered so to act:

### WITNESSETH

1. That said Contractor, for and in consideration of the promises and undertakings of the City as hereinafter set forth, does hereby promise and agree with the said City that the Contractor will furnish and deliver in accordance with the proposal prepared for such purpose, which proposal is attached as Exhibit A, and incorporated into and made a part of this contract. The schedule of performance by Contractor is as follows: See Exhibit A.
2. The Contractor, in consideration of the faithful performance of the promises, undertakings and agreements by the City, does hereby promise and agree that it will pay the City the sum of Ninety two thousand one hundred fifty nine and 63/100 (\$92,159.63), payment to be made, pursuant to the payment terms contained in attached Exhibit A.
3. The service and work contemplated under this contract shall be completed on July 31, 2024.
4. The City may at any time, and for any reason, direct the discontinuance of

the services and work of the Contractor for a period of time. Such direction shall be in writing and shall specify the period during which the work shall be discontinued. The work shall be resumed on the dates specified in such direction or upon such other date as the City may thereafter specify in writing. The period during which such work shall have been discontinued shall be deemed added to the time for performance. The issuance of such direction shall not give rise to any claim against the City.

5. It is mutually agreed and understood by the parties hereto that no payment shall be made at any time unless the terms and conditions of said specifications have been fully complied with; but no payment made under this contract shall be construed as evidence of complete compliance with the terms and conditions hereof, including specifications.

6. The Contractor shall protect and save harmless the City from and against any and all claims, demands or causes of action directly or indirectly or arising out of bodily injury, death or damage or destruction of or loss to property which is claimed to be due in any way to the fault of the Contractor or anyone employed by him.

7. The Contractor shall at its expense, maintain during the life of this contract liability insurance coverage of not less than \$1,000,000.00 and shall, before commencing the work, furnish City a certificate of insurance evidencing such coverage, which shall include notice of cancellation, lapse or amendment to be given to the City at least (30) days prior to the date of its effective action; and the City shall be named in such policy as an additional insured.

8. All work shall be performed in a good and workman like manner. Contractor hereby further agrees to comply with all applicable laws, ordinances and



regulations including but not limited to workers' compensation, unemployment compensation, state and federal income tax, social security and zoning regulations.

9. The Contractor shall protect, defend, and save harmless the City and all of its officers, agents, servants, and employees from all suits, actions or claims of any character, name or description brought for or on account of any injuries, damages, or losses sustained by any person or property in consequence of the use of materials incorporated in the work or on account of any act or omission, neglect or misconduct of the Contractor, his agents, officers, servants, employees or subcontractors, in the performance of the contract or on account of any claim for patent, trademark, or copyright infringement; and the certificate of liability insurance shall include this clause in the provision thereof.

---

10. This contract shall be construed in accordance with the Laws of the State of Connecticut, and the Charter and ordinances of the City of West Haven.

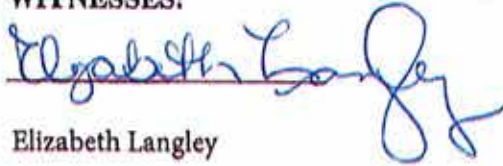
11. This contract shall be of no force and effect unless the City Director of Finance has certified hereon that funds are available to pay for the work or services contemplate, and that any required bonds have been executed and are on file in the Office of the City Director of Finance.


12. This contract shall be of no force and effect unless certified by the Corporation Counsel, or his designee, as approved as to correctness of form.

13. The said parties for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of the covenants herein contained.

IN WITNESS WHEREOF: THE CITY OF WEST HAVEN, acting herein by its Mayor,  
and the Contractor, acting herein by E.J. Monahan III, its President, duly  
authorized, have subscribed their name to this agreement this 21 day of November  
~~2010~~. 2023.

**WITNESSES:**

  
Elizabeth Langley

E.J. Monahan, III, President  
  
By: President

\_\_\_\_\_  
By: \_\_\_\_\_

Its Mayor

Funds are available for the services herein contained against Account No. \_\_\_\_\_

\_\_\_\_\_  
David Taylor  
Director of Finance

\_\_\_\_\_  
Date

This contract is approved as to correctness of form.

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Date

## Quotation

October 13, 2023

Quote# 07242023\_2

Mark Magri  
City of West Haven  
Water pollution control plant  
[mmagri@westhaven-ct.gov](mailto:mmagri@westhaven-ct.gov)

As requested, Coastal Technical Sales (CTS) is providing this quotation to supply services to remove existing 9,150 gallon tanks and install (2) 6,600 gallon tanks at the City of West Haven Connecticut

CTS will provide:

- ~~1. (2) 6,600 gallon tanks vertical tanks with IMFO with freight to City's location~~
2. Expansion joint and butterfly valve to isolate the tanks.
3. Lull to install the tank in place
4. Lull to remove the existing two tanks from the building.
5. Cut up existing two tanks in City supplied dumpster.
6. All required labor.

CTS will not supply:

1. Removal of Window designed for tank removal.
2. Cleaning and rinsing of existing tanks
3. Removal of all piping overhead. We could potentially do this work, it would just add time and labor cost. There is a possibility we can cut the tanks in place and not need these removed, but we will not know for sure until we get into it.
4. Conduit removal
5. Any electrical connections
6. Dumpster for older tanks being removed. City of West Haven is supplying.
7. PVC piping is not in this proposal. We can supply separately once the piping design is finalized.
8. Recalibration of existing level sensor

CITY OF WEST HAVEN  
INVITATION TO BID  
WPCP SODIUM HYPOCHLORITE STORAGE TANKS

BID#2023-40

**BID FORM**

TOTAL BID PRICE (LUMP SUM): \$ 92,159.63

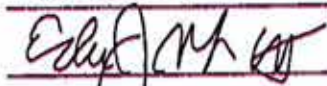
COMPANY NAME: Coastal Technical Sales, Inc.

CONTACT PERSON: Edward J. Monahan, III

ADDRESS: 116 Keystone Drive, Montgomeryville, PA 18936

PHONE NUMBER: 215-628-1965

EMAIL: ej@coastaltechnical.com

SIGNATURE: 

DATE: 10/13/23





**CITY OF WEST HAVEN**  
**355 Main St**  
 West Haven, Connecticut 06516

**DISCLOSURE &  
 CERTIFICATION AFFIDAVIT**

**EVERY SECTION MUST BE COMPLETED**

For help completing this form contact Purchasing Director at 203-937-3624

|                         |   |
|-------------------------|---|
| Contractor/Vendor Name: | Coastal Technical Sales, Inc.                 |
| Address:                | 116 Keystone Drive, Montgomeryville, PA 18936 |
| Telephone and/or Fax #: | 215-628-1965 / 215-628-1649                   |
| Email Address:          | ej@coastaltechnical.com                       |
| Contact Person:         | Edward J. Monahan, III                        |

For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures. Corporation
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

|          |   |   |  |
|----------|---|---|--|
| State of | Pennsylvania  | County of   | Montgomery                                     |
| I,       | Edward J. Monahan, III<br>(type or print your name above)   | being first duly sworn, hereby deposes and says that:   |  |
| 1.       | I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.   |   |  |
| 2a.      | I am the corporate secretary or majority owner (including sole proprietorship) of   | Coastal Technical Sales, Inc<br>Insert Company Name above   |  |
| 2b.      | Or I am an individual and my name is:   | if an individual, insert your name above  |  |
| 3.       | I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.   |   |  |
| 4.       | Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply). |   |  |
| 4a.      | NA  | As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are  |  |
| 4b.      | X   | The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.   |  |
| 4c.      | NA  | The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.                |  |
| 5.       | X   | Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.  |  |
| 6.       | Please select the applicable representation about the Contractor's business registration:   |   |  |
| 6a.      | NA  | Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:  | Insert State Registration # above              |
| 6b.      | NA  | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:   | Insert State Registration # above              |
| 6c.      | X   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:  | Pennsylvania<br>Please insert State name above |
|          | NA  | Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A). |  |



7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name | City Affiliation Role & Time Frame | Contractor Affiliation Role & Time Frame | DOB |
|------|------------------------------------|--|-----|
| 1    | NONE                               |  |     |
| 2    |                                    |  |     |

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name of Contractor or Affiliate | Affiliation (if applicable) | Contract Number | DOB |
|---------------------------------|-----------------------------|-----------------|-----|
| 1                               | NONE                        |                 |     |
| 2                               |                             |                 |     |

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Organization Name | Address | Type of Ownership |
|-------------------|---------|-------------------|
| 1                 | NONE    |                   |
| 2                 |         |                   |

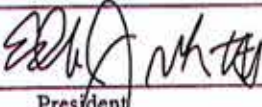
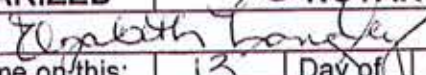
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name | Title                 | % of Ownership | DOB |          |
|------|-----------------------|----------------|-----|----------|
| 1    | EDWARD J. MONAHAN III | PRESIDENT      | 74% | 01/04/73 |
| 2    |                       |                |     |          |

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| TRADE NAME | PLACE OF INCORPORATION/REGISTRY | PRINCIPAL PLACE OF BUSINESS |
|------------|---------------------------------|-----------------------------|
| 1          | NONE                            |                             |
| 2          |                                 |                             |

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

|   |   |                            |              |
|---|---|----------------------------|--------------|
| Signature & Title of person completing this form: | <br>President |                            |              |
| THIS FORM MUST BE NOTARIZED                       |   | NOTARY SEAL (if available) |              |
| Signature of Notary:                              |               |                            |              |
| Subscribed and sworn to, before me on this:       | 13  | Day of                     | October 2023 |
| My Commission Expires:                            | Sept 8, 2025  |                            |              |

*This form should be mailed or emailed to the purchasing department or included with a specific solicitation.*

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

**PROPOSERS NON COLLUSION AFFIDAVIT FORM**

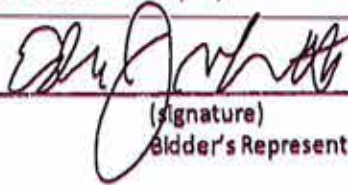
The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) The proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (2) The proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal and award.
- (3) No elected or appointed official or other officer or employee of the City of West Haven is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of full disclosure to the City of West Haven to consider its proposal and make an award in accordance therewith.

COASTAL TECHNICAL SALES, INC.

Legal Name of Bidder



(signature)

Bidder's Representative, Duly Authorized

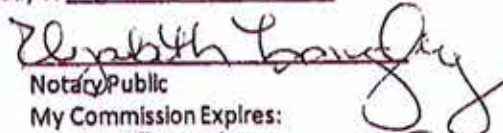
EDWARD J MONAHAN, III

Name of Bidder's Authorized Representative

PRESIDENT

Title of Bidder's Authorized Representative

Subscribed and sworn to before me this 13 day of October, 2023, 2023

  
Notary Public  
My Commission Expires:  
Sept 8, 2025

Commonwealth of Pennsylvania - Notary Seal  
Elizabeth Langley, Notary Public  
Montgomery County  
My commission expires September 8, 2025  
Commission number 1320255  
Member, Pennsylvania Association of Notaries





Removal Cost

|   | Solution Components      |            | Investment  |
|---|--------------------------|------------|-------------|
| 1 | Service to remove tanks. | \$7,500.00 | \$7,500.00  |
| 1 | Parts, Material          | \$5,071.00 | \$5,071.00  |
| 3 | Travel and Expenses      | \$400.00   | \$1,200.00  |
|   |                          |            |             |
|   | Removal Total            |            | \$13,771.43 |

Installation of Two Tanks

|   | Solution Components             |             | Investment  |
|---|---------------------------------|-------------|-------------|
| 1 | Service to install above tanks. | \$7,500.00  | \$7,500.00  |
| 1 | Parts, Material                 | \$69,888.20 | \$69,888.20 |
| 3 | Travel and Expenses             | \$400.00    | \$1,200.00  |
|   |                                 |             |             |
|   | Installation Total              |             | \$78,388.20 |



## NOTES:

1. PAYMENT TERMS: Net 30 Days. Partial bills will be submitted
2. EST. SHIP: (8-12) Weeks ADA for the tanks. We could come up prior to the tanks to remove the existing tanks, so if you need to have the tank pad inspected and if needed repaired
3. DRAWINGS: (2-3) Weeks ARO
4. NOTE: Lead times are subject to prior sale
5. FREIGHT: Prepaid & add to invoice
6. VALIDITY: 30 days
7. At the discretion of CTS or the manufacturer, drawings marked "approved as noted" may be re-submitted for a final approval of changes PRIOR to placing the order into production
8. Please reference this quotation number on any subsequent orders for material.
9. We reserve the right to update pricing if release for fabrication is not received within 30 days of receipt of written purchase order
10. If an item is not shown on this quotation, it is not part of our scope of supply
11. Unless otherwise provided in this quotation, pricing is based on (i) acceptance of manufacturers Limited Warranty and CTS' Standard Terms & Conditions of Sale, (ii) acceptance of our standard insurance and (iii) quote excludes installation, permits, craning, applicable taxes, duties and tariffs.
12. This quotation is based on our interpretation of information provided for bidding. Prices are subject to adjustment for any revisions or additions to the specifications, scope of work and/or material listing.

If other/additional insurance is required for the project, additional fees may apply

Sincerely,

E.J. Monahan

CITY OF WEST HAVEN

INVITATION TO BID

WPCP SODIUM HYPOCHLORITE STORAGE TANKS

BID#2023-40

**BID FORM**

TOTAL BID PRICE (LUMP SUM):

\$ 92,159.63

COMPANY NAME:

Coastal Technical Sales, Inc.

CONTACT PERSON:

Edward J. Monahan, III

ADDRESS:

116 Keystone Drive, Montgomeryville, PA 18936

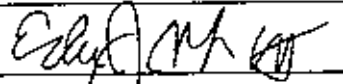
PHONE NUMBER:

215-628-1965

EMAIL:

ej@coastaltechnical.com

SIGNATURE:



DATE:

10/13/23



**CITY OF WEST HAVEN**  
**355 Main St**  
 West Haven, Connecticut 06516

**DISCLOSURE &  
 CERTIFICATION AFFIDAVIT**

**EVERY SECTION MUST BE COMPLETED**

For help completing this form contact Purchasing Director at 203-937-3624

|                         |   |
|-------------------------|---|
| Contractor/Vendor Name: | Coastal Technical Sales, Inc.                 |
| Address:                | 116 Keystone Drive, Montgomeryville, PA 18936 |
| Telephone and/or Fax #: | 215-628-1965 / 215-628-1649                   |
| Email Address:          | ej@coastaltechnical.com                       |
| Contact Person:         | Edward J. Monahan, III                        |

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- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor

|          |   |  |  |
|----------|---|--|--|
| State of | Pennsylvania  | County of  | Montgomery                                     |
| 1.       | Edward J. Monahan, III<br>(type or print your name above)   | being first duly sworn, hereby deposes and says that:  |  |
| 1.       | I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.   |  |  |
| 2a.      | I am the corporate secretary or majority owner (including sole proprietorship) of   | Coastal Technical Sales, Inc<br>Insert Company Name above  |  |
| 2b.      | Or I am an individual and my name is:   | if an individual, insert your name above   |  |
| 3.       | I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto  |  |  |
| 4.       | Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply). |  |  |
| 4a.      | NA  | As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are   |  |
| 4b.      | X   | The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement   |  |
| 4c.      | NA  | The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.               |  |
| 5.       | X   | Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.   |  |
| 6.       | Please select the applicable representation about the Contractor's business registration:   |  |  |
| 6a.      | NA  | Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:   | Insert State Registration # above              |
| 6b.      | NA  | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:  | Insert State Registration # above              |
| 6c.      | X   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:   | Pennsylvania<br>Please insert State name above |
|          | NA  | Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state NA). |  |

7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name | City Affiliation Role & Time Frame | Contractor Affiliation Role & Time Frame | DOB |
|---|------|------------------------------------|--|-----|
| 1 | NONE |                                    |  |     |
| 2 |      |                                    |  |     |

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name of Contractor or Affiliate | Affiliation (if applicable) | Contract Number | DOB |
|---|---------------------------------|-----------------------------|-----------------|-----|
| 1 | NONE                            |                             |                 |     |
| 2 |                                 |                             |                 |     |

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Organization Name | Address | Type of Ownership |
|---|-------------------|---------|-------------------|
| 1 | NONE              |         |                   |
| 2 |                   |         |                   |

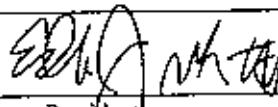
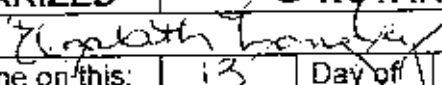
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name                  | Title     | % of Ownership | DOB      |
|---|-----------------------|-----------|----------------|----------|
| 1 | EDWARD J. MONAHAN III | PRESIDENT | 74%            | 01/04/73 |
| 2 |                       |           |                |          |

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | TRADE NAME | PLACE OF INCORPORATION/REGISTRY | PRINCIPAL PLACE OF BUSINESS |
|---|------------|---------------------------------|-----------------------------|
| 1 | NONE       |                                 |                             |
| 2 |            |                                 |                             |

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

|   |  |        |              |
|---|--|--------|--------------|
| Signature & Title of person completing this form: |  |        |              |
|   | President  |        |              |
| <b>THIS FORM MUST BE NOTARIZED</b>                | <b>NOTARY SEAL (if available)</b>  |        |              |
| Signature of Notary:                              |  |        |              |
| Subscribed and sworn to, before me on this:       | 13   | Day of | October 2023 |
| My Commission Expires:                            | Sept 8, 2025   |        |              |

*This form should be mailed or emailed to the purchasing department or included with a specific solicitation.*

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

**PROPOSERS NON COLLUSION AFFIDAVIT FORM**

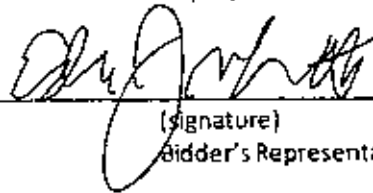
The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) The proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (2) The proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal and award.
- (3) No elected or appointed official or other officer or employee of the City of West Haven is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of full disclosure to the City of West Haven to consider its proposal and make an award in accordance therewith.

COASTAL TECHNICAL SALES, INC.

Legal Name of Bidder



(signature)

Bidder's Representative, Duly Authorized

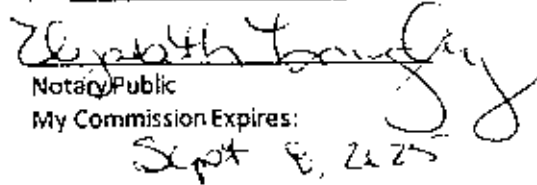
EDWARD J. MONAHAN, III

Name of Bidder's Authorized Representative

PRESIDENT

Title of Bidder's Authorized Representative

Subscribed and sworn to before me this 13 day of October, 2022, 2023



Notary Public  
My Commission Expires:  
Sept 8, 2025

Commonwealth of Pennsylvania - Notary Seal  
Elizabeth Langley, Notary Public  
Montgomery County  
My commission expires September 8, 2025  
Commission number 1320255  
Member, Pennsylvania Association of Notaries

## Quotation

October 13, 2023

Quote# 07242023\_2

Mark Magri  
City of West Haven  
Water pollution control plant  
[mmagri@westhaven-ct.gov](mailto:mmagri@westhaven-ct.gov)

As requested, Coastal Technical Sales (CTS) is providing this quotation to supply services to remove existing 9,150 gallon tanks and install (2) 6,600 gallon tanks at the City of West Haven Connecticut

CTS will provide:

1. (2) 6,600 gallon tanks vertical tanks with IMFO with freight to City's location
2. Expansion joint and butterfly valve to isolate the tanks.
3. Lull to install the tank in place
4. Lull to remove the existing two tanks from the building.
5. Cut up existing two tanks in City supplied dumpster.
6. All required labor.

CTS will not supply:

1. Removal of Window designed for tank removal.
2. Cleaning and rinsing of existing tanks
3. Removal of all piping overhead. We could potentially do this work, it would just add time and labor cost. There is a possibility we can cut the tanks in place and not need these removed, but we will not know for sure until we get into it.
4. Conduit removal
5. Any electrical connections
6. Dumpster for older tanks being removed. City of West Haven is supplying.
7. PVC piping is not in this proposal. We can supply separately once the piping design is finalized.
8. Recalibration of existing level sensor



## Removal Cost

|   | Solution Components      |            | Investment  |
|---|--------------------------|------------|-------------|
| 1 | Service to remove tanks. | \$7,500.00 | \$7,500.00  |
| 1 | Parts, Material          | \$5,071.00 | \$5,071.00  |
| 3 | Travel and Expenses      | \$400.00   | \$1,200.00  |
|   |                          |            |             |
|   | Removal Total            |            | \$13,771.43 |

## Installation of Two Tanks

|   | Solution Components             |             | Investment  |
|---|---------------------------------|-------------|-------------|
| 1 | Service to install above tanks. | \$7,500.00  | \$7,500.00  |
| 1 | Parts, Material                 | \$69,688.20 | \$69,688.20 |
| 3 | Travel and Expenses             | \$400.00    | \$1,200.00  |
|   |                                 |             |             |
|   | Installation Total              |             | \$78,388.20 |

## NOTES:

1. PAYMENT TERMS: Net 30 Days. Partial bills will be submitted
2. EST. SHIP: (8-12) Weeks ADA for the tanks. We could come up prior to the tanks to remove the existing lanks, so if you need to have the lank pad inspected and if needed repaired
3. DRAWINGS: (2-3) Weeks ARO
4. NOTE: Lead times are subject to prior sale
5. FREIGHT: Prepaid & add to invoice
6. VALIDITY: 30 days
7. At the discretion of CTS or the manufacturer, drawings marked "approved as noted" may be re-submitted for a final approval of changes PRIOR to placing the order into production
8. Please reference this quotation number on any subsequent orders for material.
9. We reserve the right to update pricing if release for fabrication is not received within 30 days of receipt of written purchase order
10. If an item is not shown on this quotation, it is not part of our scope of supply
11. Unless otherwise provided in this quotation, pricing is based on (i) acceptance of manufacturers Limited Warranty and CTS' Standard Terms & Conditions of Sale, (ii) acceptance of our standard insurance and (iii) quote excludes installation, permits, craning, applicable taxes, duties and tariffs.
12. This quotation is based on our interpretation of information provided for bidding. Prices are subject to adjustment for any revisions or additions to the specifications, scope of work and/or material listing.

if other/additional insurance is required for the project, additional fees may apply

Sincerely,

E.J. Monahan



## ARPA GRANT – AID TO FIRE DISTRICTS

- ARPA subrecipient grant to the West Shore Fire District in the amount of \$975,000
- Being used to reimburse district for previously approved projects detailed within this contract
- Remainder of appropriated funds and un-spent grant funds will be combined with two other Fire Districts to fund a comprehensive study of overall fire safety operations and infrastructure within the City.



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American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recover Funds Subaward Agreement  
Between  
THE CITY OF WEST HAVEN, CONNECTICUT  
and  
WEST SHORE FIRE DISTRICT

**Article I. Overview.**

**Section 1.1. Parties.** The parties to this agreement ("Agreement") are the CITY OF WEST HAVEN, CONNECTICUT ("City") and the WEST SHORE FIRE DISTRICT, a special taxing district organized under the laws of the State of Connecticut ("Subrecipient").

**Section 1.2. Definitions.** The definitions in 2 C.F.R. 200.1 are hereby incorporated into this Agreement.

**Section 1.3. Roles.** For the purposes of this Agreement, the City serves as a pass-through entity.

**Section 1.4. Source of Funding.** This Agreement is funded by a portion of the Twenty-Nine Million Eight Thousand Five Hundred Seventy-Six Dollars (\$29,008,576.00) allocated to the City by the Coronavirus State Local Fiscal Recovery Fund created under section 603 of the American Rescue Plan Act of 2021 ("ARP/CSLFRF").

**Section 1.5. Purpose.** The purpose of this Agreement is to establish the terms and conditions for a subaward allocated to the Subrecipient from the City ("Subaward").

**Section 1.6. Disclosures.** Federal regulations, specifically 2 C.F.R. 200.331(a)(1), require the City to provide the Subrecipient with specific information about this Subaward. All required information is listed in Exhibit A (Subaward Data).

**Section 1.7. Term.** This Agreement shall govern the performance of the parties for the period from October 23, 2023 (the "Effective Date") through January 22, 2025 (the "Expiration Date"), unless earlier terminated by either party in accordance with the terms of this Agreement, or extended by the City in its sole and exclusive discretion (the "Agreement Term").

**Article II. Scope of Funded Activities.**

**Section 2.1. Scope of Services.** Subrecipient shall perform all activities described in the scope of activities, attached hereto as Exhibit B (Approved Activities). Such activities are referred to in this Agreement as "Approved Activities."

**Section 2.2. Budget.** Subrecipient shall perform the Approved Activities in accordance with the program budget as approved by the City and attached hereto as Exhibit C (Approved Budget). Such approved program budget is referred to in this Agreement as the "Approved Budget."

**Section 2.3. Prior Approval for Changes.** Subrecipient may not transfer allocated funds among cost categories within a budgeted program account without the prior written approval of the City, which approval may be granted or withheld in the City's sole and exclusive discretion; nor shall Subrecipient make any changes, directly or indirectly, to program design, Approved Activities, or Approved Budget without the prior written approval of the City, which approval may be granted or withheld in the City's sole and exclusive discretion.

**Article III. Compensation.**

**Section 3.1. Payment of Funds.** The City will serve as payment agent for the Approved Activities for costs and expenses actually incurred by Subrecipient in accordance with the Approved Budget and for the performance of

the Approved Activities under this Agreement in accordance with the provisions of this Agreement in an amount not to exceed Nine Hundred Seventy-Five Thousand Dollars (\$975,000.00) ("Total Agreement Funds"). The amount of Total Agreement Funds, however, is subject to adjustment by the City if a substantial change is made in the Approved Activities that affects this Agreement or if this Agreement is terminated prior to the expiration of the Agreement Term. Additionally, all contracts funded under this Agreement with expenditure commitments of \$50,000.00 or more shall be subject to prior review and approval by the Municipal Advisory and Review Board of the State of Connecticut. The City's disbursement of all program funds will be by direct payment to the Subrecipient's contractors and is conditioned upon (a) no outstanding defaults by Subrecipient in compliance with its obligations under this Agreement, (b) the Subrecipient's monitoring and reporting on compliance with the provisions of all such contracts to the City's ARPA Committee at such times and in such manner as required by the City's ARPA Committee, (c) the Subrecipient's certification to the City's ARPA Committee in connection with each request for payment by a contractor submitted by Subrecipient to the City's ARPA Committee that such contractor is entitled to such requested payment, together with such supporting documentation and information as required by the City's ARPA Committee and (d) payment approval by the City's ARPA Committee. The City's ARPA Committee may deny any request for disbursement in whole or in part with a statement of the reason(s) for such denial. Program funds shall not be expended prior to the Effective Date or following the earlier of the Expiration Date or the last day of the Agreement Term. Costs and expenses incurred shall only be as necessary and allowable to carry out the purposes and activities of the Approved Activities and may not exceed the maximum limits set in the Approved Budget. Costs and expenses charged against the Total Agreement Funds shall be incurred in accordance with this Agreement. To the extent the City disburses Total Agreement Funds to Subrecipient that are subsequently determined to be unallowable costs or expenses, Subrecipient shall reimburse the City for such unallowable costs or expenses within thirty (30) days after becoming aware of expenditure of advanced funds on unallowable costs or expenses. The City may withhold any Total Agreement Funds not yet disbursed under this Agreement in an amount equal to such unallowable costs and expenses.

**Section 3.2. Requests for Disbursement.** On or before the tenth (10th) day of each month and, in any event, no later than thirty (30) days after the earlier of the expiration or termination of this Agreement, Subrecipient shall submit requests for disbursement under this Agreement, together with associated information and documentation, in a format dictated by the City, for the most recent month ended, to:

Ken Carney, Chair

ARPA Committee

City of West Haven

355 Main St

West Haven, CT 06516

203-530-0006

kenc@baybrookremodelers.com

and to:

Rick Spreyer

Purchasing Director



City of West Haven

355 Main St.

West Haven, CT 06516

203-937-3624

[rspreyer@westhaven-ct.gov](mailto:rspreyer@westhaven-ct.gov)

setting forth requested disbursements of program funds to Subrecipient's contractor(s), together with relevant documentation and information in accordance with this Agreement. Each monthly invoice shall contain a certification by Subrecipient that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering this Agreement remains true and correct in all material respects. Within forty-five (45) days from the date it receives such request for disbursement, the City may disapprove the requested disbursement in whole or in part. To the extent any disbursement request is so disapproved, the City shall notify Subrecipient as to the disapproval and the reason(s) for such disapproval. A decision by the City to disapprove all or any part of an invoice is final. There is no appeal process for Subrecipient. To the extent the City approves a request for disbursement, then the City will disburse the funds within forty-five (45) days after receiving Subrecipient's request for payment. Disbursements will be made directly to the applicable contractors. All of Subrecipient's contracts shall allow for meeting the requirements of this Agreement.

**Section. 3.3. City's Subaward Obligations Contingent on Federal Funding and Subrecipient Compliance.** The payment of funds under the terms of this Agreement shall be contingent on the receipt of such funds by the City from the ARP/CSLFRF and shall be subject to Subrecipient's continued eligibility to receive funds under the applicable provisions of state and federal laws, as well as Subrecipient's continued compliance with this Agreement. If the amount of funds that the City receives from the ARP/CSLFRF is reduced, the City may reduce the amount of funds awarded under this Agreement or terminate this Agreement in its sole and exclusive discretion. The City may also deny requested disbursements where disbursement requests or required information or documentation are not submitted by the deadlines specified in this Agreement or for the failure of Subrecipient to otherwise comply with the terms and conditions of this Agreement.

#### Article IV. Financial Accountability and Grant Administration.

**Section. 4.1. Financial Management.** Subrecipient shall maintain a management system and records related to all transactions for funds disbursed pursuant to this Agreement and with any program income earned as a result of funds disbursed pursuant to this Agreement. All funds to be disbursed under this Agreement shall be administered by the City in accordance with all applicable federal, state and local requirements, including, without limitation, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as required by the ARP/CSLFRF Assistance Listing (21.027). Subrecipient shall provide the City with such documents and records requested by the City in connection with the City's rights and obligations related to funds disbursed under this Agreement and shall adopt such additional management procedures as may from time-to-time be prescribed by the City. Subrecipient shall maintain detailed, itemized documentation and other necessary records for all matters for which costs and expenses are incurred and payments disbursed by the City pursuant to this Agreement.

**Section. 4.2. Limitations on Disbursements.** The City shall only disburse funds under this Agreement for documented expenditures incurred during the Agreement Term that are: (i) reasonable and necessary to carry out the scope of Approved Activities described in Exhibit B (Approved Activities); (ii) documented by contracts or other documentation consistent with the established City and Subrecipient procedures and requirements of this



Agreement; and (iii) incurred in accordance with all applicable requirements for the expenditure of funds payable under this Agreement.

**Section. 4.3. Indirect Cost Rate.** The indirect cost rate, if any, indicated in Exhibit C (Approved Budget) shall apply to this Agreement. If Subrecipient has a Negotiated Indirect Cost Rate Agreement ("NICRA") with another federal agency that is higher than the *de minimis* indirect rate of ten percent (10%), Subrecipient's NICRA shall be used to calculate its indirect rate. See 2 C.F.R. 200.332(a)(4)(ii).

**Section. 4.4. Reports.** Subrecipient shall submit to the City such reports and back-up data as may be required by the Federal Government or the City, including such reports that enable the City to submit its own reports to the U.S. Department of the Treasury at least fifteen (15) days in advance of the applicable due dates of the City's report deadlines with the U.S. Department of the Treasury. For the U.S. Department of the Treasury reporting requirements and deadlines for project and expenditure reports and recovery plans, see the most recently issued U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds Guidance on Recipient Compliance and Reporting Responsibilities at <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section. 4.5. Improper Payments.** Any item of expenditure under the terms of this Agreement that is found by auditors, investigators, and other authorized representatives of the City, the U.S. Department of the Treasury, or other federal or state instrumentality to be improper, unallowable, in violation of federal, state or local law, or the provisions of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities of Subrecipient, shall become Subrecipient's liability, and shall be paid solely by Subrecipient, immediately upon notification of such, from funds other than those provided by the City under this Agreement or any other agreement between the City and Subrecipient. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill its intent.

**Section. 4.6. Audits.** Subrecipient certifies compliance with applicable provisions of 2 C.F.R. 200.501-200.521, and continued compliance with these provisions during and after the term of this Agreement for so long as is necessary to fulfill the intent of this Section. Subrecipient's activities under this Agreement are subject to reviews and audits by representatives of the City, the State of Connecticut, the U.S. Department of Treasury and the U.S. Government Accountability Office.

**Section. 4.7. Closeout.** Final disbursement request(s) under this Agreement must be received by the City no later than thirty (30) days after the earlier of the Expiration Date or the last day of the Agreement Term. The City will not accept a disbursement request submitted after this date. In consideration of the City's obligations under this Agreement, Subrecipient agrees that the Subrecipient's request for and the City's making the final disbursement under this Agreement will constitute an agreement by Subrecipient to release and forever discharge the City, its agents, employees, officers, representatives, affiliates, successors and assigns from any and all claims, demands, damages, liabilities, actions, causes of action or suits of any nature whatsoever that Subrecipient has at the time of the City making the final disbursement under this Agreement or may thereafter have, arising out of, in connection with, or in any way relating to any and all injuries and damages of any kind as a result of or in any way relating to this Agreement. The Subrecipient's obligations to the City under this Agreement shall not terminate until all closeout requirements are completed to the satisfaction of the City. Such requirements shall include submitting final reports to the City and providing any closeout-related information requested by the City by the deadlines specified by the City. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

#### Article V. Compliance with Grant Agreement and Applicable Laws.

**Section. 5.1. General Compliance.** Subrecipient shall perform all Approved Activities funded under this Agreement in accordance with this Agreement, the award agreement between the City and the U.S. Department of the Treasury, and all applicable federal, state and local requirements, including all applicable statutes, rules,



regulations, executive orders, directives or other requirements. Such requirements may be different from Subrecipient's current policies and practices. The City may assist Subrecipient in complying with all applicable requirements. However, Subrecipient shall remain fully responsible for ensuring its compliance with all applicable requirements.

**Section. 5.2. Expenditure Authority.** This Agreement is subject to the laws, regulations, and guidance documents authorizing and implementing the ARP/CSLFRF grant, including, but not limited to, the following:

**Authorizing Statute.** Section 603 of the *Social Security Act* (42 U.S.C. 803), as added by section 9901(a) of the *American Rescue Plan Act of 2021* (Pub. L. No. 117-2);

**Implementing Regulations.** Subpart A of 31 C.F.R. Part 35 (Coronavirus State and Local Fiscal Recovery Funds), as adopted in the *Coronavirus State and Local Fiscal Recovery Funds* interim final rule (86 F.R. 26786, applicable May 17, 2021 through March 31, 2022) and final rule (87 F.R. 4338, applicable January 27, 2022 through the end of the ARP/CSLFRF award term), and other subsequent regulations implementing Section 603 of the *Social Security Act* (42 U.S.C. 803); and

**Guidance Documents.** Applicable guidance documents issued from time-to-time by the U.S. Department of the Treasury, including the currently applicable version of the *Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds*.<sup>1</sup>

This Agreement is also subject to all applicable laws, rules and regulations of the State of Connecticut, as well as all applicable ordinances, rules and regulations of the City.

**Section. 5.3. Federal Grant Administration Requirements.** Subrecipient shall comply with the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 2 C.F.R. Part 200 ("UG"), as adopted by the Department of Treasury at 2 C.F.R. Part 1000 and as set forth in the [Assistance Listing for ARP/CSLFRF \(21.027\)](#). These requirements dictate how Subrecipient must administer this Subaward and how the City must oversee Subrecipient.

The applicable UG provisions are as follows:

[Subpart A, Acronyms and Definitions](#)

[Subpart B, General provisions](#)

[Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards](#) (except 2 C.F.R. 200.204, .205, .210, and .213)

[Subpart D, Post Federal; Award Requirements](#) (except 2 C.F.R. 200.305(b)(8) & (9), .308, .309, and .320(c)(4))

[Subpart E, Cost Principles](#)

[Subpart F, Audit Requirements](#)

[2 C.F.R. Part 25](#) (Universal Identifier & System for Award Management)

[2 C.F.R. Part 170](#) (Reporting Subaward and Executive Compensation Information)

[2 C.F.R. Part 180](#) (Office of Management and Budget ("OMB") Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement))

Subrecipient shall document compliance with UG requirements, including adoption and implementation of all required policies and procedures, within thirty (30) days of the execution of this Agreement and during all subsequent reviews during the Agreement Term. The City may provide sample policies or other assistance to Subrecipient in meeting these compliance requirements. Regardless of the City's assistance, it is the Subrecipient's responsibility to fully comply with all UG requirements. Failure to do so may result in termination of the Agreement by the City.

<sup>1</sup> <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>.

**Section 5.4. Procurement Requirements**

(a) In matters relating to procurement of goods and/or services, the Subrecipient shall comply with the following:

**1. Procurement Requirements and Procedures**

Subrecipient shall follow the procurement procedures set out in Chapter 42 of the Code of the City of West Haven ("Purchasing Procedures"). Without limiting the generality of the immediately prior sentence,

(a) for projects less than \$2,500.00, no competitive bid is required, but Subrecipient should document any proposals received and accepted;

(b) for projects between \$2,500.00 and \$10,000.00, the Open Market Procedure set forth in Code Section 42-9 shall be followed. Subrecipient shall obtain at least three (3) competitive proposals, and the award shall be made in accordance with Code Section 42-9, and

(c) for proposals in excess of \$10,000.00, the competitive bidding process set forth in Code Sections 42-6 through 42-8 shall be followed. The City agrees to assist, as requested, in the competitive bidding process.

- 2. Reporting.** Subrecipient shall file quarterly written reports with the City in form and substance required by the City regarding Subrecipient's activities pursuant to this Agreement and use of funds provided under this Agreement including, without limitation, the status of all contracts utilizing funds provided under this Agreement.
- 3. City review of solicitations.** Except for micro purchases made pursuant to 2 C.F.R. 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. 200.320(a)(2), if Subrecipient proposes to enter into any contract for the performance of any of the Approved Activities under this Agreement, then the Subrecipient shall forward to the City a copy of any solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. The City will review the solicitation and provide comments, if any, to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. 200.324, the City will review the solicitation for compliance with applicable procurement standards; *provided, however, the City's review and comments shall not constitute approval of the solicitation. Notwithstanding the City's review and comment, Subrecipient remains bound by all applicable laws, regulations, and Agreement terms and conditions.* If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable.
- 4. City review of contracts.** Except for micro-purchases pursuant to 2 C.F.R. 200.320(a), if Subrecipient proposes to enter into any contracts for the performance of any of the Approved Activities under this Agreement, all such contracts shall be in writing and Subrecipient shall forward to the City a copy of each proposed written contract prior to contract execution. The City shall review the unexecuted contract for compliance with applicable requirements and provide comments, if any, or a statement of no comment to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. §200.324, the City will review the unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§200.318 through 200.327 as well as Appendix II to 2 C.F.R. Part 200. The City's review and comments shall not constitute an approval of the contract. Regardless of the City's review, Subrecipient shall remain bound by all applicable laws, regulations, and Agreement terms and conditions. If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable. Subrecipient must correct the noted deficiencies before executing the applicable contract.

(b) **Mandatory Contract Provisions.** Subrecipient must include contract provisions required by UG and other state and federal laws and regulations, and as otherwise dictated by the City.

**Section 5.5. Subawards.** In executing this Agreement, Subrecipient may not provide a further subaward of funds provided under this Agreement without prior written approval from the City, which approval may be granted or withheld in the City's sole and exclusive discretion.

**Section 5.6. Property Management.** All real property acquired or improved, and equipment or supplies purchased in whole or in part for use in connection with such real property with ARP/CSSRF funds, must be used, insured, managed, and disposed of in accordance with 2 C.F.R. 200.311 through 2 C.F.R. 200.316.

**Section 5.7 Program Income.** If Subrecipient earns program income, as defined in 2 C.F.R. 200 J during the Agreement Term, it must segregate the gross proceeds of the program income and follow the provisions in 2 C.F.R. 200.307.

**Section 5.8. Federal Restrictions on Lobbying.** Subrecipient shall comply with the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, Subrecipient may not use any federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipient shall certify in writing that Subrecipient has not made, and will not make, any payment prohibited by these requirements using the form provided in Exhibit D (Lobbying Certifications).

**Section 5.9. Universal Identifier and System for Award Management (SAM).** Subrecipient shall obtain, and provide to the City, a unique entity identifier assigned by the System for Award Management (SAM), which is accessible at [www.sam.gov](http://www.sam.gov).

**Section 5.10. Equal Opportunity and Other Requirements.** Subrecipient shall adopt and enact a nondiscrimination policy consistent with the requirements in this Section.

(a) **Civil Rights Laws.** Subrecipient shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d *et seq.*) and Treasury's implementing regulations at 31 C.F.R. Part 72, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance.

(b) **Fair Housing Laws.** If applicable to Subrecipient's activities, Subrecipient shall comply with the Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.

(c) **Disability Protections.** Subrecipient shall comply with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.

(d) **Age Discrimination.** Subrecipient shall comply with the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101 *et seq.*), and Treasury's implementing regulations at 31 C.F.R. Part 73, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance.

(e) **Americans with Disabilities Act.** Subrecipient shall comply with Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 *et seq.*), which prohibits discrimination on the basis of



disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

**Section 5.11. Suspension and Debarment.** Subrecipient shall comply with the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 C.F.R. Part 180, as adopted by the U.S. Department of Treasury at 31 C.F.R. Part 19. Subrecipient represents that neither it, nor any of its principals has been debarred, suspended, or otherwise determined ineligible to participate in federal assistance awards or contracts. Subrecipient further agrees that it will notify the City immediately if it or any of its principals is placed on the list of parties excluded from federal procurement or nonprocurement programs available at [www.sam.gov](http://www.sam.gov).

**Section 5.12. Federal Funding Accountability and Transparency Act of 2006.** Subrecipient shall provide the City with all information requested by the City to enable the City to comply with the reporting requirements of the *Federal Funding Accountability and Transparency Act of 2006* (31 U.S.C. 6101).

**Section 5.13. Licenses, Certifications, Permits, Accreditation.** Subrecipient shall obtain and keep current any license, certification, permit, or accreditation required by federal, state, or local law and shall submit to the City proof of any licensure, certification, permit or accreditation upon request.

**Section 5.14. Publications.** Any publications produced or projects undertaken with funds from this Agreement shall display the following language: "This project [is being] [was] supported, in whole or in part, by funds federal awarded to the City of West Haven, Connecticut by the U.S. Department of the Treasury under the American Rescue Plan Act of 2021."

**Section 5.15. Program for Enhancement of Contractor Employee Protections.** Subrecipient is hereby notified that it is required to inform its employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform its employees in writing of employee whistleblower protections under 41 U.S.C. §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a contractor or subgrantee of Subrecipient.

**Section 5.16. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment.** Pursuant to 2 C.F.R. 200.216, Subrecipient shall not obligate or expend funds received under this Subaward to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services (as described in Public Law 115-232, section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.

**Section 5.17. Use of Name.** Neither party to this Agreement shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence and purpose of the relationship that is the subject of this Agreement for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

**Section 5.18. Highest Compensated Officers.** The names and total compensation of the five (5) most highly compensated officers of Subrecipient shall be listed if the Subrecipient in the preceding fiscal year received eighty percent (80%) or more of its annual gross revenues in Federal awards; and Twenty Five Million Dollars (\$25,000,000) or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Code of 1986. If this requirement applies to Subrecipient, Subrecipient will submit the list of its five (5) most highly compensated officers to the City within thirty (30) days of the execution of this Agreement and yearly thereafter during the Agreement Term.

**Section 5.19. Statement of Assurances.** Subrecipient certifies compliance with SF 424B (Statement of Assurances – Non-Construction) and SF424D (Statement of Assurances – Construction), as applicable.

**Section 5.20. Drug-free Workplace Requirements.** Subrecipient shall comply with the U.S. Department of the Treasury's policy implementing 2 C.F.R. 182.

**Section 5.21. Stevens Amendments Requirements.** Subrecipient shall identify that federal assistance funds were used to fund Approved Activities under this Agreement in any publicity and /or signage relating to the funded project or program.

**Section 5.22. Build America, Buy America, Buy American.** Any and all procurements for construction services, goods or materials shall comply with the federal government's "Build America, Buy America" requirements and "Buy American" requirements, if and to the extent applicable to the Approved Activities or any portion thereof.

#### **Article VI. Cooperation in Monitoring and Evaluation.**

**Section 6.1. City Responsibilities.** The City shall serve as fiscal agent for disbursements for Approved Activities and shall monitor, evaluate, and provide guidance and direction to Subrecipient in the conduct of Approved Activities performed under this Agreement. The City must determine whether Subrecipient has incurred costs and expenses in accordance with applicable laws, regulations, including the federal audit requirements and agreements and shall monitor the activities of Subrecipient to ensure that Subrecipient has met such requirements. Subrecipient shall take corrective action as soon as possible to remedy any and all deficiencies found by the City and notified to Subrecipient.

Subrecipient shall fully cooperate with, and shall provide as soon as reasonably practicable, all information, agreements and documents required by the City in connection with the City's monitoring and evaluation of Subrecipient's performance under this Agreement

**Section 6.2. Subrecipient Responsibilities.**

- (a) **Cooperation with City Oversight.** Subrecipient shall permit the City to carry out monitoring and evaluation activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of this Agreement, and Subrecipient agrees to ensure the cooperation of its agents, employees and board members in such monitoring and evaluation efforts. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.
- (b) **Cooperation with Audits.** Subrecipient shall cooperate fully with any reviews or audits of the activities under this Agreement by authorized representatives of the City, the State of Connecticut, the U.S. Department of Treasury, and the U.S. Government Accountability Office. Subrecipient agrees to ensure the cooperation of its agents, employees, and board members in any such reviews and audits. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section 6.3. Interventions.** If the City determines that Subrecipient is not in compliance with this Agreement, the City may initiate an intervention, in accordance with 2 C.F.R. 200.208 and 2 C.F.R. 200.339. The degree of Subrecipient's performance or compliance deficiency will determine the degree of intervention. All possible interventions are listed below and will depend on the degree of deficiency in Subrecipient's performance or compliance deficiency.

If the City determines that an intervention is warranted, it shall provide written notice to Subrecipient of the intervention within thirty (30) days of the completion of a report review, desk review, onsite review, audit review, or procedures engagement review or as soon as possible after the City otherwise learns of a compliance or

performance deficiency related to the execution of this Agreement. The written notice shall notify Subrecipient of the following related to the intervention:

- (1) The nature of the additional requirements;
- (2) The reason why the additional requirements are being imposed;
- (3) The nature of the action needed to remove the additional requirement, if applicable;
- (4) The time allowed for completing the actions if applicable; and
- (5) The method for requesting reconsideration of the additional requirements imposed.

The City may impose the following interventions on Subrecipient, based on the level of the compliance or performance deficiency that the City determines:

**Level 1 Interventions.** These interventions may be required for minor compliance or performance issues.

- (1) Subrecipient addresses specific internal control, documentation, financial management, compliance, or performance issues within a specified time period;
- (2) More frequent or more thorough reporting by the Subrecipient;
- (3) More frequent monitoring by the City; and/or
- (4) Required Subrecipient technical assistance or training.

**Level 2 Interventions.** These interventions may be required for more serious compliance or performance issues.

- (1) Restrictions on funding disbursement requests by Subrecipient;
- (2) Disallowing disbursements on behalf of Subrecipient;
- (3) Requiring repayment for disallowed cost items; and/or
- (4) Imposing probationary status on Subrecipient.

**Level 3 Interventions.** These interventions may be required for significant and/or persistent compliance or performance issues.

- (1) Temporary or indefinite funding suspension to Subrecipient;
- (2) Nonrenewal of funding to Subrecipient in subsequent year;
- (3) Terminating funding to Subrecipient in the current year; and/or
- (4) Initiating legal action against Subrecipient.

Interventions will remain in place until the underlying performance or compliance deficiency is addressed to the satisfaction of the City in its sole and exclusive discretion.

**Section 6.4. Records Retention and Access.** Subrecipient shall maintain all records, books, papers and other documents related to its performance of Approved Activities under this Agreement (including without limitation personnel, property, financial and medical records) for a period of at least (a) five (5) years after receipt of the final payment under this Agreement, or (b) five (5) years after the audit pertaining to this Agreement (if any), whichever is later, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving this Agreement. Subrecipient shall make all records, books, papers and other documents that relate to this Agreement available at all reasonable times for inspection, review and audit by the authorized representatives of the City, State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office. Subrecipient also shall allow the City, the State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and any other state or federal oversight office, at reasonable times, after reasonable notice, to access and inspect all premises at which activities funded under this Agreement are performed.

**Section 6.5. Key Personnel.** Subrecipient shall identify all personnel who will be involved in performing Approved Activities and otherwise administering this Agreement, including at least one project manager and one fiscal officer ("Key Personnel"). Subrecipient shall notify the City of any changes to these personnel within ten (10) days of the change. Key personnel names, titles, and contact information are listed in Exhibit F (Key Personnel). The City, in its sole and exclusive discretion, from time to time, may require Subrecipient to change Key Personnel,

which changes must be acceptable to the City in its sole and exclusive discretion. Subrecipient shall implement such changes as soon as reasonably practicable.

**Section 6.6. Risk Assessment, Specific Conditions and Remedies.** The City has conducted or will conduct a risk assessment as required by 2 C.F.R. §200.352(b) and has determined or will determine the Subrecipient's level of risk as low, moderate, or high. Risk assessments may be repeated throughout the project period after scheduled reports, audits, unanticipated issues, or other adverse circumstances that may arise. If the level of risk evaluated is moderate or high, the City will require specific conditions (2 C.F.R. §200.208), including but not limited to, correction of prior audit findings, monthly reporting, prior approvals for funding, or other specific conditions until the Subrecipient is eligible for a low risk rating, at which time the specific condition(s) will be removed and the Subrecipient notified. In the event of noncompliance or failure to perform, the City has the authority to apply remedies, as defined in the uniform guidance (2 C.F.R. §200.332), including but not limited to, temporarily withholding payments, disallowances, suspension or termination of the federal award, suspension of other federal awards received by the Subrecipient, debarment or other remedies including civil and/or criminal penalties, as appropriate (§200.332(h)). The City will also consider whether monitoring the results of the Subrecipient necessitate adjustments to its own record (see 2 C.F.R. §200.332(g)).

#### Article VII. Default and Termination.

**Section 7.1. Termination for Cause.** The City may terminate this Agreement for cause after three (3) days' written notice. Without limitation, cause may include misuse of funds, fraud, lack of compliance with applicable rules, laws and regulations, failure to perform on time, or failure to comply with any of the requirements of this Agreement.

**Sec. 7.2. Termination Without Cause.** The City may terminate this Agreement for any reason or for no reason, in its sole and exclusive discretion, by providing Subrecipient with thirty (30) days' prior written notice.

**Sec. 7.3. Termination by Mutual Agreement.** The City and Subrecipient may agree to terminate this Agreement for their mutual convenience through a written amendment to this Agreement. The amendment will state the effective date of the termination and the procedures for proper closeout of the Agreement.

**Sec. 7.4. Termination Procedures.** If this Agreement is terminated, Subrecipient may not incur new obligations for the terminated portion of the Agreement after Subrecipient has received the notification of termination. Subrecipient must cancel as many outstanding obligations as possible. Costs incurred after receipt of the termination notice will be disallowed. Subrecipient shall not be relieved of liability to the City because of any breach of this Agreement by Subrecipient. To the extent not prohibited by law, the City may withhold payments to Subrecipient for the purpose of set-off until the exact amount of damages due the City from Subrecipient is determined.

#### Article VIII. General Conditions.

**Section 8.1. Indemnification.** To the extent permitted by law, Subrecipient shall be responsible for and shall indemnify and shall defend and hold the City and its employees, officers and agents (each, an "Indemnified Person") harmless from any and all costs and expenses, including, without limitation, all costs, fees (including, without limitation, attorneys' fees), expenses, losses, liabilities, fines, penalties, damages, claims, demands, judgments, awards, obligations, actions, or proceedings arising out of or related to Subrecipient's acts or omissions, as well as breach of Subrecipient's representations, warranties, covenants and other obligations under this Agreement. Indemnification shall apply irrespective of the date of the assertion of any claim against an Indemnified Person and/or whether the Indemnified Person suffers or incurs any loss or liability before or after the expiration or earlier termination of this Agreement. The provisions of this Section 8.1 shall survive expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section 8.2. Insurance.** Subrecipient shall maintain insurance coverages in accordance with the requirements set forth in Exhibit F (Insurance Requirements).

**Section 8.3. Governing Law, Venue and Jurisdiction.** The City and Subrecipient agree that they executed and shall perform this Agreement in the State of Connecticut. This Agreement will be governed by and construed in accordance with the laws of the State of Connecticut without regard to its principles governing conflicts of laws. The exclusive forum and venue for all actions arising out of this Agreement is the Superior Court of the State of Connecticut located in New Haven, Connecticut. Such actions may not be commenced in, nor removed to, federal court unless required by law. If so required, exclusive federal jurisdiction shall lie in the federal District Court for the District of Connecticut located in New Haven, Connecticut. Neither party may object to such jurisdiction and venue, including without limitation, based upon any claim that any such court constitutes an inconvenient forum.

**Section 8.4. Nonwaiver.** No action or failure to act by the City constitutes a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach of this Agreement, except as specifically agreed in writing. Any waiver by the City on one occasion shall not constitute a waiver of future non-compliance, except to the extent specifically stated in writing by the City.

**Section 8.5. Limitation of City Authority.** Nothing contained in this Agreement may be deemed or construed to in any way stop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

**Section 8.6. Severability.** If any provision of this Agreement is determined to be unenforceable in a judicial proceeding, the remainder of this Agreement will remain in full force and effect to the extent permitted by law.

**Section 8.7. Assignment.** Subrecipient may not assign any of its rights or delegate any of its duties under this Agreement without the City's prior written consent, which consent may be granted or withheld in the City's sole and exclusive discretion. Unless the City otherwise agrees in writing, Subrecipient and all permitted assigns are subject to all the City's defenses and are liable for all of Subrecipient's duties that arise from this Agreement, and all of the City's claims that arise from this Agreement.

**Section 8.8. Integration.** This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed, or implied, between the parties, other than as set forth or referenced in this Agreement.

**Section 8.9. Notices.** All notices and other communications required or permitted by this Agreement must be in writing and must be given either by personal delivery, approved carrier, email, or mail, addressed as follows:

(a) If to the City,

Ken Carney, Chair

ARPA Committee

City of West Haven

355 Main St.

West Haven, CT 06516

203-530-0896

kenc@baybrookremodelers.com

(b) If to the Subrecipient:

[ Robert Bruneau  
Chairman Board of Fire Commissioners  
West Shore Fire District  
West Haven CT ]

Either party may change its contact information from time to time by notice to the party in accordance with the provisions of this Section 8.9.

**Section 8.10. Due authorization.** Subrecipient represents and warrants to the City that its entering into this Agreement and the performance of its obligations under this Agreement have been duly authorized by necessary corporate action of Subrecipient and that all of its obligations under this Agreement constitute legal, valid and binding obligations of Subrecipient, enforceable in accordance with their respective terms. Subrecipient further represents and warrants that there is no other agreement, instrument or document that prevents or interferes with Subrecipient's entering into and performing its obligations under this Agreement or that would be violated by Subrecipient's entering into and performing its obligations under this Agreement.

**Section 8.11. Headings and captions.** Headings and captions to the articles and sections of this Agreement are for convenience only and shall form no part of this Agreement.

**Section 8.12. Conditions Precedent.** In addition to the condition precedent set forth in Exhibit F regarding insurance, the following are conditions precedent to the effectiveness of this Agreement:

- (a) A W-9 form executed and delivered by Subrecipient to the City that is acceptable to the City in its sole and exclusive discretion;
- (b) A Disclosure and Certification Affidavit executed and delivered by Subrecipient to the City with information that is acceptable to the City in its sole and exclusive discretion. Each invoice by the Subrecipient to the City shall include a certification that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering into this Agreement remains true and correct in all material respects; and
- (c) Evidence of due authorization referenced in Section 8.10 satisfactory to the City in its sole and exclusive discretion.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective authorized signatories and is effective as of the Effective Date.

City of West Haven

West Shore Fire District

By: \_\_\_\_\_  
Nancy R. Rossi  
Its Mayor

By:   
[Robert Bruneau  
Its [Chairman, Board of Fire Commissioners  
West Shore Fire District

West Haven Ct. 06516 ]

Approved as to form:

-----  
Mark J. Malaspina  
Carmody Torrance Sanda & Hennessey LLP



Exhibit A: Subaward Data

|  |   |
|--|---|
| Subrecipient Name  | West Shore Fire District  |
| Subrecipient Unique Entity Identifier:   | [ CZW9FUJ4RMN6 ]  |
| Federal Award Date of Award to the Recipient by the Federal Agency:  | March 3, 2021   |
| Subaward Period of Performance Start Date:   | October 23, 2023  |
| Subaward Period of Performance End Date:   | January 22, 2025  |
| Amount of Federal Funds Obligated by this Action by the Pass-Through Entity to the Subrecipient:                         | \$975,000.00  |
| Total Amount of Federal Funds Obligated to the Subrecipient by the Pass-Through Entity Including the Current Obligation: | \$975,000.00  |
| Total Amount of the Federal Award Committed to the Subrecipient by the Pass-Through Entity:                              | \$975,000.00  |
| Federal Award Project Description:   | Fire Station Improvements   |
| Name of Federal Awarding Agency:   | Department of the Treasury  |
| Name of Pass-Through Entity:   | City of West Haven, Connecticut   |
| Contact Information for City Authorizing Official:   | <p>Ken Carney, Chair</p> <p>ARPA Committee</p> <p>City of West Haven</p> <p>355 Main St.</p> <p>West Haven, CT 06516</p> <p>203-530-0006</p> <p>kenc@baybrookremodelers.com</p> <p>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement</p> |
| Contact Information for City Project Manager:  | <p>Ken Carney, Chair</p> <p>ARPA Committee</p> <p>City of West Haven</p> <p>355 Main St.</p> <p>West Haven, CT 06516</p> <p>203-530-0006</p> <p>kenc@baybrookremodelers.com</p> <p>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement</p> |

|  |   |
|--|---|
| CFDA Number and Name:                      | 21.027 -- Coronavirus State and Local Fiscal Recovery Funds |
| Identification of Whether Subaward is R&D: | No  |
| Subrecipient Indirect Costs:               | See Exhibit C - Approved Budget                             |

Exhibit B: Approved Activities

The funds will be used to remodel two fire stations, providing separate quarters for men and women, adding a restroom, rendering the fire stations ADA-compliant, upgrading sanitary sewer lines and making related improvements. All plans and specifications for the Approved Activities shall be subject to the prior written consent of the City in the exercise of its reasonable discretion.

**Exhibit C: Approved Budget**

Consult the applicable ARPA/CSLFRF Final Rule for specific directives and limitations on cost items.

| REVENUES   |  |  | Total Revenue      |
|--|--|--|--------------------|
| City of West Haven Coronavirus State and Local Fiscal Recovery Funds Awarded |  |  | \$                 |
| Budget Cost Categories   | OMB Uniform Guidance Federal Awards Reference 2 C.F.R. 200         |  | Total Expenditures |
| 1.   | Personnel (Salary and Wages)                                       |  | \$                 |
| 2.   | Fringe Benefits  |  | \$                 |
| 3.   | Travel   |  | \$                 |
| 4.   | Equipment  |  | \$                 |
| 5.   | Supplies   |  | \$                 |
| 6.   | Contractual Services and Subawards                                 |  | \$                 |
| 7.   | Consultant (Professional Service)                                  |  | \$ 75,000          |
| 8.   | Construction   |  | \$ 900,000         |
| 9.   | Occupancy (Rent and Utilities)                                     |  | \$                 |
| 10.  | Research and Development (R&D)                                     |  | \$                 |
| 11.  | Telecommunications   |  | \$                 |
| 12.  | Training and Education   |  | \$                 |
| 13.  | Direct Administrative Costs  |  | \$                 |
| 14.  | Miscellaneous Costs  |  | \$                 |
| a.   | Advertising and public relations costs                             |  |                    |
| b.   | Materials and supplies costs, including costs of computing devices |  |                    |
| 15.  | Add additional cost items as needed                                |  |                    |
| 16.  | Total Direct Costs (add lines 1-15)                                |  | \$                 |
| 17.  | Total Indirect Costs   |  |                    |
|  | Rate %:  |  | \$                 |
|  | Base*:   |  | \$                 |
| 18.  | Total Costs Federal Grant Funds (Lines 16 and 17)                  |  | \$                 |
| <b>MUST EQUAL REVENUE TOTALS ABOVE</b>                                       |  |  |                    |

\* The Base is modified direct total costs (MTDC) of the subaward project. Pursuant to 2 C.F.R. 200.68, MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Exhibit D: Lobbying Certification

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000) and not more than One Hundred Thousand Dollars (\$100,000) for each such failure.

West Shore Fire District



---

By: Robert Bruneau

Its: [Chairman Board of Fire Commissioners

West Shore Fire District

West Haven CT, 06516 ]

\_\_\_\_\_  
Date



**Exhibit E: Key Personnel**

| CITY INFORMATION           |                                      |
|----------------------------|--------------------------------------|
| Administrative Address:    | 355 Main St West Haven Ct. 06516     |
| Invoice Address:           | 355 Main St West Haven Ct. 06516     |
| Project Manager Name:      | ARPA Committee                       |
| Project Manager Title:     |                                      |
| Project Manager Email:     |                                      |
| Project Manager Phone:     |                                      |
| Fiscal Officer Name:       |                                      |
| Fiscal Officer Title:      |                                      |
| Fiscal Officer Email:      |                                      |
| Fiscal Officer Telephone:  |                                      |
| SUBRECIPIENT INFORMATION   |                                      |
| Administrative Address:    | 860 Ocean Ave West Haven CT. 06516   |
| Invoice Address:           | 860 Ocean Ave West Haven Ct. 06516   |
| Project Manager Name:      | Stephen Scafariello                  |
| Project Manager Title:     | Fire Chief                           |
| Project Manager Email:     | sscafariello@westshorefd.com         |
| Project Manager Telephone: | 2039338420                           |
| Fiscal Officer Name:       | Robert Bruneau                       |
| Fiscal Officer Title:      | Chairman Board of Fire Commissioners |
| Fiscal Officer Email:      |                                      |
| Fiscal Officer Telephone:  | 2039338420                           |

EXHIBIT F

INSURANCE REQUIREMENTS

As a condition precedent to the effectiveness of this Agreement, Subrecipient (referred to hereinafter as the "Contractor") shall deliver to the City of West Haven (referred to hereinafter as the "City") a valid and currently dated Certificate of Insurance (COI)

The insurance coverage carried by the Contractor must be placed with and written by an insurance company admitted to do business in the State of Connecticut, and with a rating of A- or better by A.M. Best.

The insurance coverages carried by the Contractor (shown below) shall apply regardless of whether the operations, actions, omissions or failures to act, from which any claim arises, are attributable to the Contractor, a subcontractor, a sub-subcontractor, or any consultant, officer, agent, employee or anyone directly or indirectly employed by any of them, including anyone for whose acts any of the aforementioned may be liable by operation of statute, government regulation or applicable state law. Failure of Contractor to provide a Certificate of Insurance shall in no way limit or relieve Contractor of its duties and responsibilities in this Agreement. All policies of insurance shall be written on an occurrence basis.

At a minimum, the COI shall indicate that the following coverages and limits are in place:

1. Commercial General Liability; Minimum Limits Required:

- \$2,000,000 General Aggregate
- \$2,000,000 Producers/Completed Operations Aggregate
- \$1,000,000 Each Occurrence
- \$1,000,000 Personal and Advertising Injury
- \$100,000 Fire Damage – Any One Fire
- \$5,000 Medical Expense – Any One Person
  
- The City (and all of its elected or appointed directors, officers, officials, agents, employees and members of all of its boards and commissions) will be included as Additional Insureds (collectively, the "Additional Insureds" and individually, an "Additional Insured") onto the CGL policy carried by the Contractor. The Additional Insured coverage shall apply on a primary and non-contributory basis and include completed operations coverages.
  
- The CGL policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

2. Business Auto / Commercial Auto Insurance - Minimum Limits required:

- \$1,000,000 Liability
- The Additional Insureds will be included as Additional Insureds on the Commercial Auto/ Business Auto policy carried by the Contractor.
- The Business Auto/Commercial Auto policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds

3. Workers Compensation/Employers Liability Insurance:



- coverages and limits as required by law Commercial State law
  - Employer's Liability Limits:
  - \$500,000 each accident
  - \$500,000 aggregate for injury by disease
  - \$500,000 each employee for injury by disease
  - The Workers' Compensation/Employers Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional insureds
4. **Professional Liability Insurance Minimum Limits required (applicable only if Contractor performs professional services):**
- \$2,000,000 per occurrence
  - \$3,000,000 aggregate
5. **Umbrella Liability/Excess Liability: Minimum Limits required (required only if the Contractor is performing professional services):**
- \$5,000,000 Each Occurrence
  - \$5,000,000 General Aggregate
  - Policy will provide excess coverage over the CGL, Business Auto and Workers Compensation/Employer Liability policies carried by the Contractor.
  - The Umbrella/Excess Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds

**No Limitation on Liability**

With regard to any/all claims made against any Additional Insured by any employee of the Contractor, any subcontractor or anyone directly or indirectly employed by the Contractor or any subcontractor, or anyone for whose acts the Contractor or any subcontractor might be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation acts, disability benefits acts or other employee benefit acts.

**Cancellation, Renewal and Modification**

The Contractor shall maintain in effect all insurance coverages required under this Agreement at the Contractor's sole expense and with insurance companies acceptable to the City. The policies shall contain a provision that the coverage will not be cancelled or non renewed until at least thirty (30) days' prior written notice has been given to the City.



# WEST SHORE FIRE DISTRICT

## OFFICE OF THE FIRE CHIEF

860 Ocean Ave.  
P.O Box 16763  
West Haven, Ct 06516  
(203) 933-8420  
Fax: (203) 934-1222  
[www.Westshorefd.com](http://www.Westshorefd.com)

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The West Shore Fire District plans to use ARPA funds to waterproof the Ocean Ave firehouse basement and create safe, gender-inclusive bunk rooms, bathrooms, and changing quarters at both firehouses.

First, we will waterproof the basement at Ocean Ave. This issue has been happening for decades, causing unsanitary conditions due to mold, mildew, and pungent odor. Despite previous attempts to control the leak with sandbags, the leak persists, threatens the mechanicals in the basement, and renders the basement useless for storage.

Furthermore, we plan on using the funds to create individual sleeping quarters, bathrooms, and changing spaces with air purification systems for firefighters, ensuring a safer living environment. In light of COVID-19 and how it decimated our staffing and strained our overtime budget, we recognize the need to prepare for future pandemics and other illnesses, such as the flu and the common cold. Additionally, separate sleeping quarters, bathrooms, and changing quarters will promote gender inclusivity by providing privacy for all individuals, including breastfeeding mothers, and aid in recruitment and retention efforts; moreover, demonstrate with actions that we are committed to providing a safe and sexist-free environment to all firefighters.

---

# Solargard® Hy-Build

## Elastomeric roof and wall coating

### FEATURES

Single coat application

Multiple applications

Fibered formulation

### BENEFITS

- Time and cost savings
- Metal roof and wall surfaces
- Masonry, stucco, EIFS walls
- Bridges small roof and wall imperfections
- Coating reinforcement for high strength
- Accommodates building movement

### DESCRIPTION

Solargard Hy-Build is a water-based, acrylic, elastomeric roof and wall coating formulated to provide a tough, durable, flexible, breathable film protection of metal roofs and previously painted or unpainted masonry walls.

### BASIC USES

Solargard Hy-Build waterproofs metal roofs as well as masonry, stucco, EIFS and metal wall surfaces.

### APPLICATION

**Preparation:** All surfaces are to be free of dirt, grease, oil, loose paint, loose rust, excess chalk, and other foreign matter which could prevent proper adhesion. This is best accomplished using a high-pressure power wash of at least 2,000 psi. A surface cleaner shall be used to remove all grease or oily deposits. If metal panel finish is Kynar 500 or the roof/wall was previously coated, please contact the Tremco Roofing Technical Department for surface preparation recommendations.

**Application:** Refer to application specifications for additional information.

**Walls:** Over porous concrete, brick, etc., surfaces where a prime coat is recommended use Solargard Masonry Primer. Solargard Hy-Build can be applied by brush, roller, or spray gun to specified coverage rates.

Refer to appropriate application specification for further information.

**Metal:** Prime all rust using Solargard Rust Primer WB. Solargard Hy-Build can be applied by brush, roller or spray gun to specified coverage rates.

Refer to appropriate application specification for further information.

**Pumps:** Graco King 45:1, Graco Bulldog 30:1 or gas powered equivalents. Graco GH733, HydraMax 350 or GMax 7900 or other manufacturers' equivalents.

**Hose/Pressure:** 50'-300' length (depending on spray rig pressure). When using hoses longer than 100' use the next larger hose ID every 50'. Every 50' of hose will reduce the spray pressure of the rig by 10% at the gun tip. i.e. 300' hose - 3/4" (50/100') to 5/8" (50/100') to 1/2" (50/100') to 3/8" (50')

#### Tip Sizes:

| Fan Width (in). | .039 | .041 | .043 | .045 | .047 | .049 |
|-----------------|------|------|------|------|------|------|
| 10"-12"         | 539  | 541  | 543  | 545  | 547  | 549  |
| 12"-14"         | 639  | 641  | 643  | 645  | 647  | 649  |
| 14"-16"         | 739  | 741  | 743  |      | 747  | 749  |
| 16"-18"         | 839  | 841  | 843  |      | 847  |      |
| Flow Rate gpm   | 1.60 | 1.80 | 1.98 | 2.17 | 2.37 | 2.58 |

Good results are generally obtained @ 2000-3000 psi at spray tip.

### SPRAY EQUIPMENT RECOMMENDATIONS



# Solargard® Hy-Build

## SPRAY EQUIPMENT RECOMMENDATIONS CONTINUED

### CURE TIME

### COVERAGE

### CLEAN UP

### LIMITATIONS

## PHYSICAL PROPERTIES

### MAINTENANCE

### PRECAUTIONS

### TECHNICAL SUPPORT

**Gun:** Graco Contractor Gun, Graco Contractor FTx gun, Graco Silver Plus or equivalent. (Tip extrusions or pole guns can be used.)

For additional information, refer to appropriate application specification.

1 hour to touch

Porosity, texture of surface, and specified dry-film thickness will dictate coverage.

**Coverage rates are as follows:**

Walls 1-1/2 gal./100 sq. ft., 24 wet mils

Metal Roofs 2 gal./100 sq. ft., 32 wet mils

Soap and water

- Application temperature shall be above 50°F.
- Protect from freezing.
- Not intended for use in areas subject to vehicular traffic or where water continuously ponds.
- Do not apply when rain is imminent.
- Do not apply over silicone or coal tar.

| PROPERTY                | TYPICAL VALUE                | TEST METHOD  |
|-------------------------|------------------------------|--------------|
| Weight per Gallon       | 11.0 ± 0.2 lbs.              | ASTM D 1475  |
| Specific Gravity        | 1.32 ± 0.2                   | ASTM D 1475  |
| Solids by Weight        | 63% ± 1%                     | ASTM D- 1353 |
| Solids by Volume        | 52% ± 1%                     | ASTM D 5201  |
| Elongation @ 77°F       | 215% ± 25%                   | ASTM D 2370  |
| Flexibility @ -15°F     | Passes 1/2 inch mandrel bend | ASTM D 522   |
| Tensile Strength @ 77°F | 375 ± 50 psi                 |              |
| Tear Resistance         | 138 lbf/in                   | ASTM D 522   |
|                         |                              | ASTM D 2370  |
| Dry Time                | 1 hour to touch              | ASTM D 1640  |
| Flashpoint              | None                         | ASTM D 3278  |
| Permeance Rating        | 12                           |              |

Your local Tremco Roofing sales representative can provide you with effective maintenance procedures which may vary, depending upon specific conditions. Periodic inspections, early repairs and preventative maintenance are all part of a sound roof program.

Users must read container labels and Safety Data Sheets for health and safety precautions prior to use.

Your local Tremco Roofing sales representative, working with the Technical Service Staff, can help analyze conditions and needs to develop recommendations for special applications.



[www.tremcoroofing.com](http://www.tremcoroofing.com)  
3735 Green Road  
Beachwood, Ohio 44122  
1.800.852.6013

50 Beth Nealson Drive  
Toronto, Ontario M4H 1M6  
1.800.668.9879

Tremco Roofing & Building  
Maintenance is a part of the Tremco  
Construction Products Group

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# Hydroshed™

## Water Based, Penetrating Water Repellent for Concrete and Masonry Surfaces

### FEATURES/BENEFITS

- Low VOC content
- Breathable
- Non film-forming; leaves no gloss or shine

### PRIMARY APPLICATIONS

- Concrete and Masonry Walls

### DESCRIPTION

Hydroshed™ is a ready-to-use, water-based siloxane/silane penetrating water repellent sealer.

### BASIC USES

Hydroshed soaks into the substrate and forms a water and chloride barrier that protects concrete and masonry from the damaging effects of water and salts, especially in freeze-thaw climates and marine environments. Hydroshed is a breathable sealer that does not alter the appearance or texture of the substrate.

### PACKAGING

1 gal (3.8 L) pail  
5 gal (18.9 L) pail  
55 gal (208 L) drum

### STORAGE LIFE

12 months shelf life in unopened containers when properly stored. Shelf life could be affected if the product is not stored properly.

#### DO NOT FREEZE PART B

Recommended storage conditions are indoors in a ventilated, dry area removed from heat, open flame, ignition sources, and direct sunlight. Storage temperatures should range from 60-70°F (15-21°C) and must not drop below 32°F (0°C) or exceed 110°F (43°C).

On the job site, materials should remain on the pallet until use and be stored in a shaded, ventilated area. Materials should be covered with a light-colored, reflective tarp for protection against the elements. Allow for adequate air flow inside the pallets.

### APPLICATION

**Surface Preparation:** New concrete should have a minimum of 3 days cure time prior to application of Hydroshed. Surface must be cleaned, dry and structurally sound. Substrate should also be free of all curing compounds and other contaminants, this could prevent proper penetration of Hydroshed. Moving joints or cracks must be properly sealed with an elastomeric joint sealant prior to application. Allow all repairs exceeding a width of 1/64" (0.4 mm) to cure a minimum of 24 hours prior to application. Surroundings such as grass, plants, shrubs and asphalt should be protected from drips or overspray prior to application. A small (6' x 6') test area is strongly recommended prior to starting full application, in order to ensure desired performance results, aesthetics, and coverage rates. Allow 5 to 7 days for product to fully react before evaluating.

**Mixing:** Hydroshed does not require mixing.

**Approximate Coverage:** Hydroshed should be applied at approximately 100 to 150 ft<sup>2</sup>/gal (2.45 to 3.68 m<sup>2</sup>/L). This can be used in a one or two coat application depending on surface density. When two coats are applied, use the "wet on wet" technique for best results. The profile of the application surface may affect the necessary coverage rate.

**Application:** Low pressure airless spray equipment is the preferred method of application, although for smaller areas, application with brush or rollers may also be acceptable. Application should be from the bottom up to ensure uniform product distribution. Apply a saturation coat with a 6 to 8 in (15 cm to 20 cm) controlled rundown. For dense surfaces, one saturation coat of Hydroshed is normally required. For porous surfaces two or more saturation coats of Hydroshed may be required, applied using a "wet on wet" technique.



# Hydroshed™

## TEMPERATURE / WEATHER RECOMMENDATIONS

Min Ambient & Surface Temperature: 40°F (4°C)

Max Ambient & Surface Temperature: 120°F (48°C)

- Minimum temperatures must be rising following application
- Do not apply when precipitation is expected within 12 hours of application.

## CURE TIMES

**Dry Time:** 1-2 hours @ 70°F (21°C) / 50% RH

*Note: Cure times can be effected by a number of weather and jobsite conditions including but not limited to exposure to sunlight and wind, humidity, precipitation, and temperature.*

## CLEAN UP

Clean drips, runs, and overspray residue while still wet, using detergent and water. Dried material may require mechanical abrasion for removal. Clean application and spray equipment with detergent and water immediately following use.

## LIMITATIONS

- Product comes pre-diluted, do not add water to current mixture.
- Hydroshed can be applied to pH neutral surfaces; however, longer cure times may be required to develop full repellency.
- Hydroshed is non-flammable and non-hazardous.
- Hydroshed may exhibit minor settling upon storage. Agitation prior to use may be necessary.

## PHYSICAL PROPERTIES

### Material Properties @ 75 °F (24 °C)

|  |                  |
|--|------------------|
| Flash Point  | > 200 °F (93 °C) |
| Weight/gal   | 8.4 lbs          |
| VOC Content  | 50 g/L           |
| Active Content (by weight)                           | 10%              |
| Viscosity  | 50 cp            |
| Drying Time at 70 °F (21 °C)                         | 1 to 2 hours     |
| Average Depth of Penetration (substrate dependent)   | 3/8" (9.5 mm)    |
| Absorption Reduction Federal Specification SS-W-110C | 88%              |
| Permeance Rating (ASTM E96)                          | 1.6% Reduction   |

### NCHRP Report No. 244

|                                   |              |
|-----------------------------------|--------------|
| Reduction in Chloride Ion Content | 21 days: 89% |
| Reduction in Water Absorption     | 21 days: 85% |



## SPECIFICATIONS AND COMPLIANCES

## MAINTENANCE

## PRECAUTIONS

## TECHNICAL SUPPORT

# Hydroshed™

- Hydroshed meets the performance standards of NCHRP 244
- Federal specification SS-W-110C
- Complies with all U.S. EPA and local VOC regulations, including OTC, LADCO, Maricopa County, and California (CARB and SCAQMD)
- Canadian MTQ

Your local Tremco Roofing sales representative can provide you with effective maintenance procedures which may vary, depending upon specific conditions. Periodic inspections, early repairs and preventative maintenance are all part of a sound roof program.

Users must read container labels and Safety Data Sheets for health and safety precautions prior to use.

Your local Tremco Roofing sales representative, working with the Technical Service Staff, can help analyze conditions and needs to develop recommendations for special applications.



[www.tremcoroofing.com](http://www.tremcoroofing.com)  
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220 Wicksteed Avenue  
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1.800.668.9879

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# TECHNICAL DATA SHEET

## DYMONIC® 100

High-Performance, High-Movement,  
Single-Component, Polyurethane Sealant

### PRODUCT DESCRIPTION

Dymonic® 100 is a single-component, medium-modulus, non-sag polyurethane sealant. Dymonic 100 offers a high-performance, high-movement, durable, flexible seal that performs excellently in moving joints and exhibits tenacious adhesion to substrates once fully cured.

### BASIC USES

Typical applications for Dymonic 100 include expansion and control joints, precast concrete panel joints, perimeter caulking (windows, doors, and panels), aluminum, masonry, and vinyl siding. Dymonic 100 is also an excellent choice as a fluid applied flashing material in rough opening perimeters for fenestration/window, door and curtain wall applications. Dymonic 100 is suitable for water immersion applications and will not out gas.

### FEATURES & BENEFITS

Dymonic 100 has been formulated with an innovative polymer technology, similar to TREMproof® 250GC and Vulkem® 45SSL, that allows it to be highly versatile and grants its unique capability to adhere to damp or green concrete without outgassing. The skin time of Dymonic 100 is 2 hours and the tack-free time is 6 to 8 hours. This significantly reduces dirt attraction and improves the overall aesthetic look.

Dymonic 100 has a movement capability of +100/-50% in typical field conditions with excellent performance in moving joints. The formula is low-VOC and UV-stable, meaning Dymonic 100 will not crack, craze, or yellow under extreme UV exposure. Additionally, Dymonic 100 is jet fuel-resistant and compatible with many common construction substrates.

- Compatible with and can be coated over with Tremco's Vulkem Deck Coatings, ExoAir® Air Barrier products and the cold, fluid-applied TREMproof® line of below-grade waterproofing products
- Accepted for use over Nudura Insulated Concrete Forms (ICF)

There are 21 standard color options available for Dymonic 100, with the option of painting over the sealant.

Dymonic 100 meets or exceeds the requirements of the following specifications:

- ASTM C920 Type S, Grade NS, Class 50, Use NT, T, M, A, O, I
- U.S. Federal Specification TT-S-00230C, Class A, Type II
- CAN/CGSB-19,13-M87
- International Code Council (ICC) Section R703.8 Flashing
- AAMA 714-15 Specification for Liquid-Applied Flashing
- NFPA 285 Listed Component

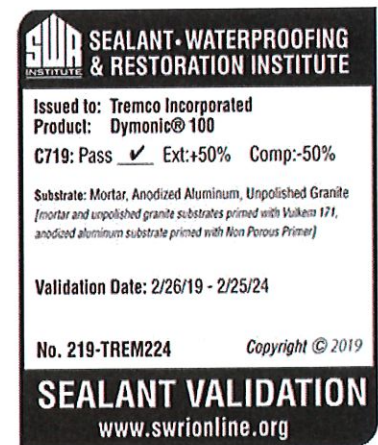
Accepted fire rated systems: FF-D-1186, FW-D-1117, HW-D-1122, WW-D-1200, and BW-S-0006

### AVAILABILITY

Immediately available from your local Tremco Sales Representative, Tremco Distributor, or Tremco Warehouse in 10.1 oz (300 mL) cartridges and 20 oz (600 mL) sausages.

### COLORS

Available in Almond, Aluminum Stone, Anodized Aluminum, Beige, Black, Bronze, Buff, Dark Bronze, Gray, Gray Stone, Hartford Green, Ivory, Light Bronze, Limestone, Natural Clay, Off White, Precast White, Redwood Tan, Sandalwood, Stone, and White.





## LIMITATIONS

Use with adequate ventilation. Always utilize the accompanying SDS for information on Personal Protective Equipment (PPE) and Health Hazards. Not recommended for use in chlorinated, potable, heavy or waste water. Although Dymonic 100 is paintable, this does not imply adhesion to and compatibility with all paints. Consult Tremco Technical Bulletin No. S-09-05 or Tremco Technical Services for more information.

## WARRANTY

A repair or replacement warranty is available on all Tremco products. Visit <https://www.tremcosealants.com/warranties/> for details.

## TYPICAL PHYSICAL PROPERTIES

| PROPERTY                             | TEST METHOD            | TYPICAL RESULTS                    |
|--------------------------------------|------------------------|------------------------------------|
| Rheological Properties               | ASTM C639              | Non-sag (NS), 0" of sag in channel |
| Hardness Properties                  | ASTM C661              | 40 ± 5                             |
| Weight Loss                          | ASTM C1246             | Pass                               |
| Skin Time                            | ASTM C679              | 2 to 3 hr                          |
| Tack Free Time                       | 73.4°F (23°C) 50% RH   | 6 to 8 hr                          |
| Stain and Color Change               | ASTM C510              | Pass                               |
| Adhesion to Concrete                 | ASTM C794              | 35 pli                             |
| Adhesion to Concrete After Immersion | ASTM C794              | 30 pli                             |
| Adhesion to Green Concrete           | ASTM C794              | >25 pli                            |
| Adhesion to Damp Concrete            | ASTM C794              | >20 pli                            |
| Effects of Accelerated Aging         | ASTM C793              | Pass                               |
| Movement Capability                  | ASTM C719              | ± 50%                              |
| Movement Capability                  | ASTM C719 (Modified)   | +100/-50%                          |
| Tensile Strength                     | ASTM D412              | 350 to 450 psi                     |
| % Elongation                         | ASTM D412              | 800 to 900%                        |
| Modulus at 100%                      | ASTM D412              | 75 to 85 psi                       |
| Tear Strength                        | ASTM D412              | 65 to 75 psi                       |
| Service Temperature                  |                        | -40 to 180 °F (-40 to 82 °C)       |
| Application Temperature              |                        | 40 to 100 °F (4 to 37 °C) *        |
| Smoke Development, Fire Spread       | ASTM E84               | 5, 5                               |
| Smoke Development, Fire Spread       | CAN S102               | 10, 10                             |
| Fire Resistance of Assembly          | NFPA 285               | Pass                               |
| Crack Bridging                       | ASTM C1305             | Pass                               |
| Nail Seal Ability                    | ASTM D1970 Section 7.9 | Pass                               |

\*For temperatures below 40 °F, please refer to the Technical Bulletin, Cold Temperature Sealant Application Recommendations.

Please refer to our website at [www.tremcosealants.com](http://www.tremcosealants.com) for the most up-to-date Product Data Sheets.

NOTE: All Tremco Safety Data Sheets (SDS) are in alignment with the Globally Harmonized System of Classification and Labelling of Chemicals (GHS) requirements.



D100-DS/1122

Tremco Construction Products Group (CPG) brings together Tremco CPG Inc. and its Dryvit and Nudura brands; Willseal; Prebuck LLC; Tremco Barrier Solutions, Inc.; Weatherproofing Technologies, Inc. and its Pure Air Control Services and Canam Building Envelope Specialists offerings; and Weatherproofing Technologies Canada, Inc.



[tremcosealants.com](http://tremcosealants.com) | 800.321.7906



Construction Products Group

3735 Green Rd. | Beachwood, OH 44122  
800.321.7906 | [tremcocpg.com](http://tremcocpg.com)



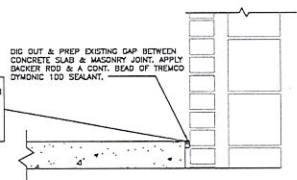
West Shore Fire Department

PROJECT:  
860 Ocean Ave.  
Details

LOCATION:

860 Ocean Ave., West Haven, CT 06516

**DYNAMIC 100**  
ASTM E229 TYPE S, GRADE NS, CLASS 30, USE HT, T, M, A, D, I  
U.S. FIRESEAL SPECIFICATION TT-5-002300, CLASS A, TYPE II  
CAN/CGSB-19.13-M87  
INTERNATIONAL CODE COUNCIL (ICC) SECTION 703.8 FLASHING  
ANMA 714-15 SPECIFICATION FOR LIQUID-APPLIED FLASHING  
NEPA 285 LISTED COMPONENT

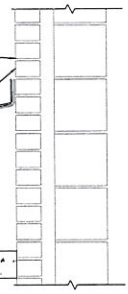


3 MASONRY JOINT DETAIL  
A2.1 N.T.S.

**HYDROSHED PREPARATION:** SURFACE MUST BE CLEANED, DRY AND STRUCTURALLY SOUND. SUBSTRATE SHOULD ALSO BE FREE OF ALL CURING COMPOUNDS AND OTHER CONTAMINANTS. TAPE OFF AREAS THAT WILL NOT BE COATED TO PREVENT OVERSPRAY.

APPLY TREMCO HYDROSHED WITH A LOW PRESSURE AIRLESS SPRAY EQUIPMENT TO ENSURE UNIFORM DISTRIBUTION. (IN THE EVENT OF A HIGHLY POROUS MASONRY TWO OR MORE COATS MAY BE REQUIRED V.I.F.)

BRUSH APPLY TREMCO SOLARGARD HT-BUILD @ 1-1.5 GAL/100 SF (24 WET MILS) ONTO PROPERLY PREPARED & PRIMED (SOLARGARD MASONRY PRIMER) CONCRETE SUBSTRATE.



2 CONCRETE & MASONRY DETAILING  
A2.1 N.T.S.

**SOLARGARD MASONRY PRIMER**  
WEIGHT PER GALLON: 12.140 ± 0.2 LBS.  
SOLIDS BY VOLUME: 41% ± 1%  
SOLIDS BY WEIGHT: 39% ± 1%  
VISCOSITY @ 77°F: 75 KU ± 1KU  
ABRASION RESISTANCE: EXCELLENT  
FLEXIBILITY: PASSES 1/8" MANDREL BEND  
FLASHPOINT: NONE

ASTM D 1475  
ASTM D 352  
ASTM D 1732  
ASTM D 3278

**SOLARGARD HT-BUILD**  
WEIGHT PER GALLON: 11.0 ± 0.2 LBS.  
SPECIFIC GRAVITY: 1.32 ± 0.2  
SOLIDS BY WEIGHT: 63% ± 1%  
SOLIDS BY VOLUME: 52% ± 1%  
ELONGATION @ 77°F: 215% ± 20%  
FLEXIBILITY @ -15°F: PASSES 1/2" INCH  
TENSILE STRENGTH @ 77°F: 375 ± 50 PSI  
TEAR RESISTANCE: 1.98 LB/IN

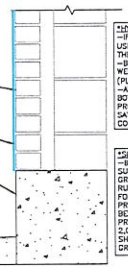
ASTM D 1475  
ASTM D 1475  
ASTM D 1475  
ASTM D 3278  
ASTM D 3278  
ASTM D 522  
ASTM D 2310  
ASTM D 1550  
ASTM D 3278

DRY TIME: 1 HOUR TO TOUCH  
FLASHPOINT: NONE

**HYDROSHED PREPARATION:** SURFACE MUST BE CLEANED, DRY AND STRUCTURALLY SOUND. SUBSTRATE SHOULD ALSO BE FREE OF ALL CURING COMPOUNDS AND OTHER CONTAMINANTS. TAPE OFF AREAS THAT WILL NOT BE COATED TO PREVENT OVERSPRAY.

APPLY TREMCO HYDROSHED WITH A LOW PRESSURE AIRLESS SPRAY EQUIPMENT TO ENSURE UNIFORM DISTRIBUTION. (IN THE EVENT OF A HIGHLY POROUS MASONRY TWO OR MORE COATS MAY BE REQUIRED V.I.F.)

BRUSH APPLY TREMCO SOLARGARD HT-BUILD @ 1-1.5 GAL/100 SF (24 WET MILS) ONTO PROPERLY PREPARED & PRIMED (SOLARGARD MASONRY PRIMER) CONCRETE SUBSTRATE.



1 CONCRETE & MASONRY DETAILING  
A2.1 N.T.S.

**HYDROSHED NOTES:**  
-IF A SECOND COAT IS REQUIRED FOR THE BEST RESULTS.  
-BE SURE TO NOT PAINT OVER AN OPENING OR TAPE OFF AREAS.  
-APPLICATION SHOULD BE FROM THE BOTTOM UP TO ENSURE UNIFORM PRODUCT DISTRIBUTION. APPLY A SATURATION COAT WITH A B TO B IN CONTROLLED RUNDOWN.

**SOLARGARD NOTES:**  
-BEFORE PRIMING CONFIRM ALL SURFACES ARE TO BE FREE OF DIRT, GREASE, OIL, CHALK, LOOSE PAINT, RUST, ADHESIVE, AND OTHER FOREIGN MATTER, WHICH COULD PREVENT PROPER ADHESION. THIS IS BEST ACCOMPLISHED USING A HIGH PRESSURE POWER WASH OF AT LEAST 3,000 PSI. A SURFACE CLEANER SHALL BE USED TO REMOVE ALL GRADE OR DIRT DEPOSITS.

| DATE | No. | REVISIONS |
|------|-----|-----------|
|      |     |           |
|      |     |           |
|      |     |           |

| DRAWN BY | APPROVED | DATE        |
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| CGS      | A HALL   | 24 JAN 2023 |

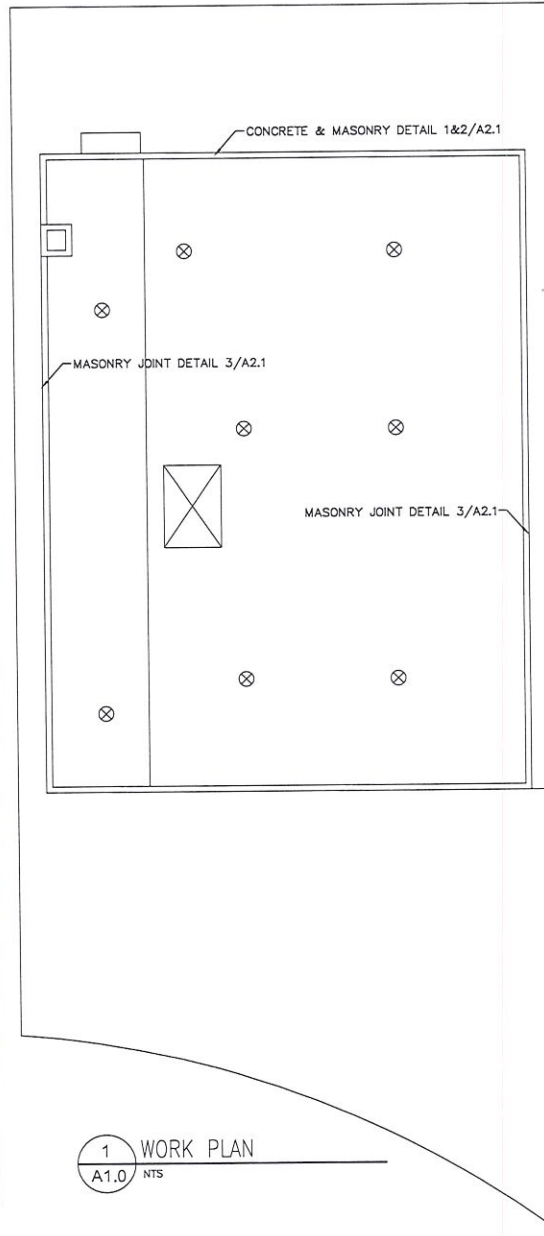
DRAWING STATUS:  
Issued for Pricing:  
24 JAN 2023

DRAWING NAME:  
Roof Details

DRAWING NUMBER:  
**A2.1**



SITE LOCUS PLAN



1 WORK PLAN  
A1.0 NTS



Project Owner:  
West Shore Fire Department

PROJECT:  
860 Ocean Ave.  
Site Plan

LOCATION:  
860 Ocean Ave, West Haven, CT 06516

Project Owner:

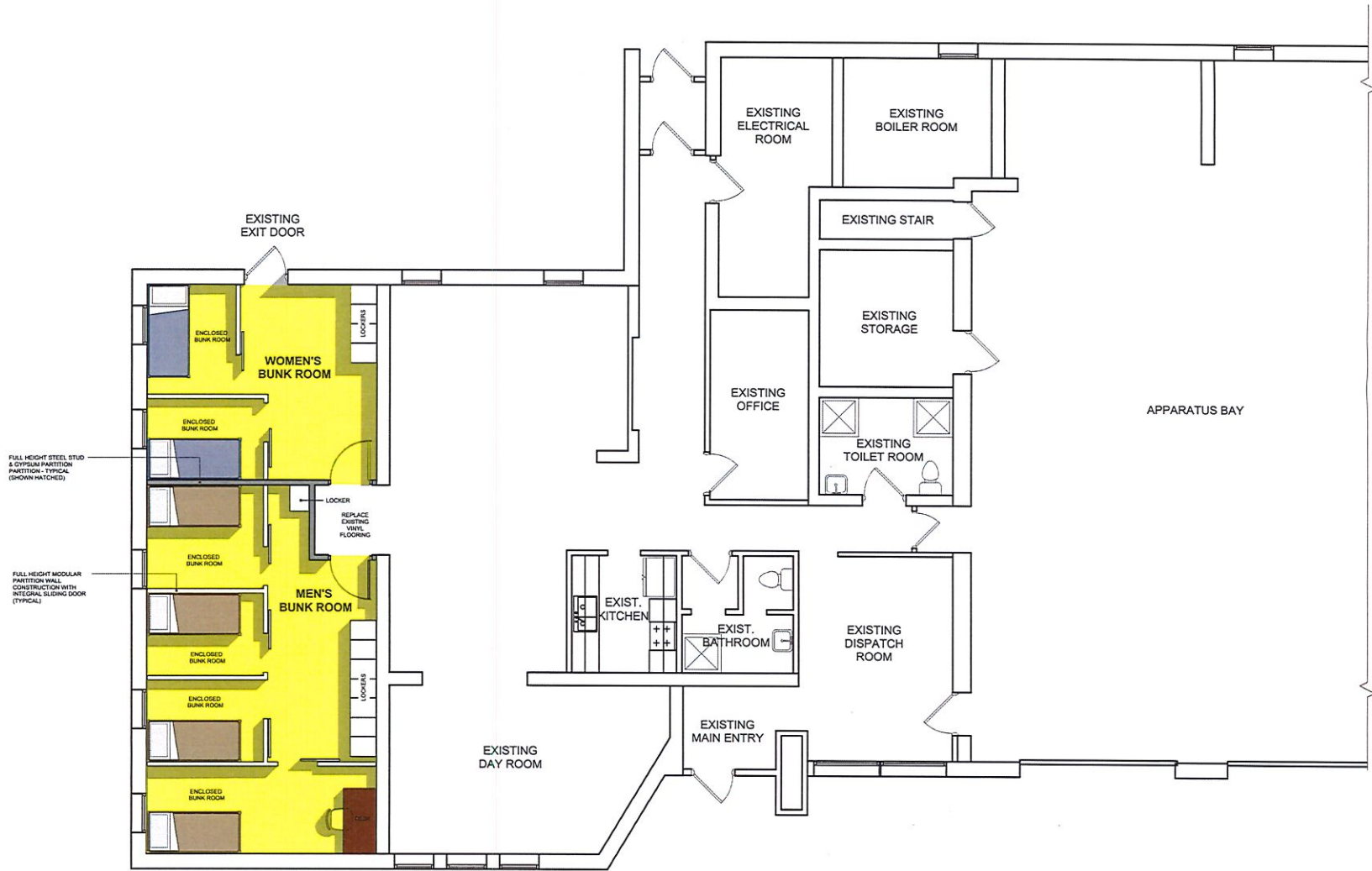
| DATE | No. | REVISIONS |
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| CGS      | A. HALL  | 24 JAN 2023 |

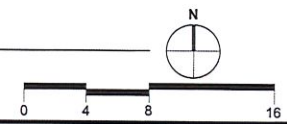
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Issued for Review:  
24 JAN 2023

DRAWING NAME:  
Site Work Plan  
& General Notes

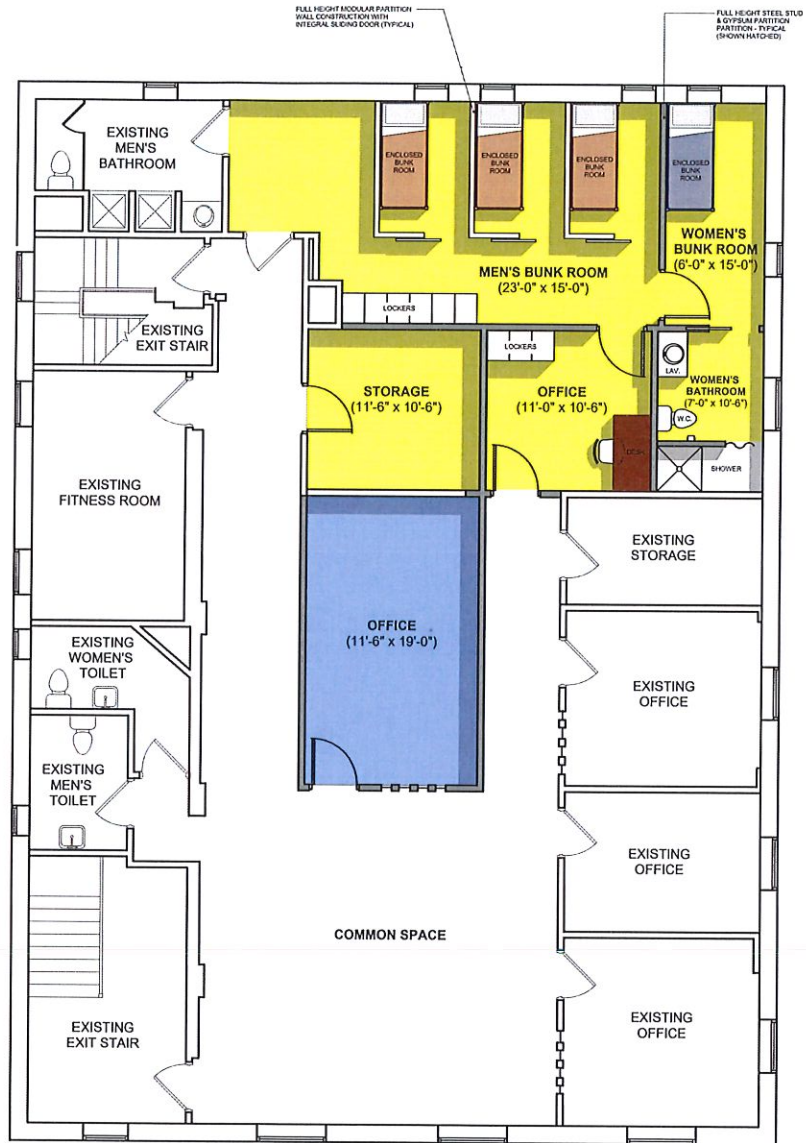
DRAWING NUMBER:  
**A1.0**



1 BENHAM HILL FIRE STATION - GROUND FLOOR PLAN



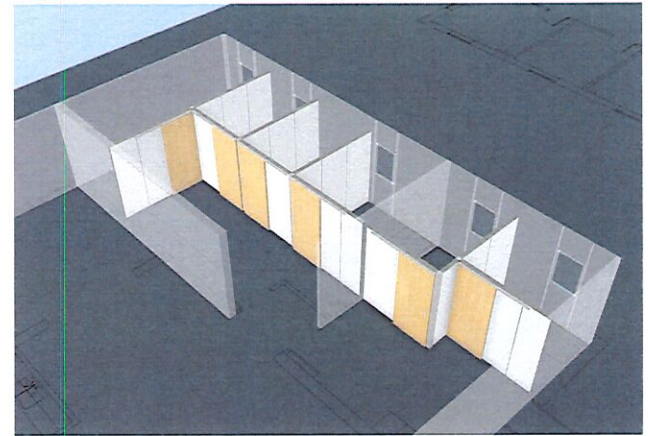
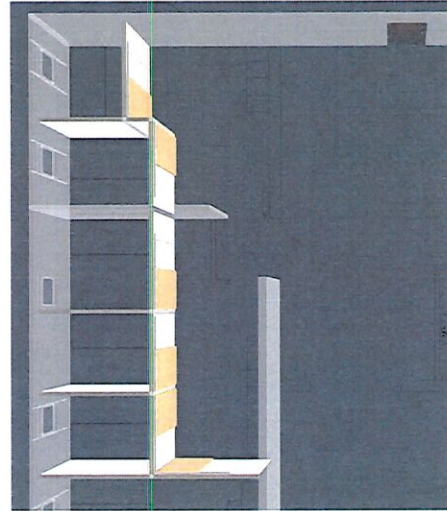
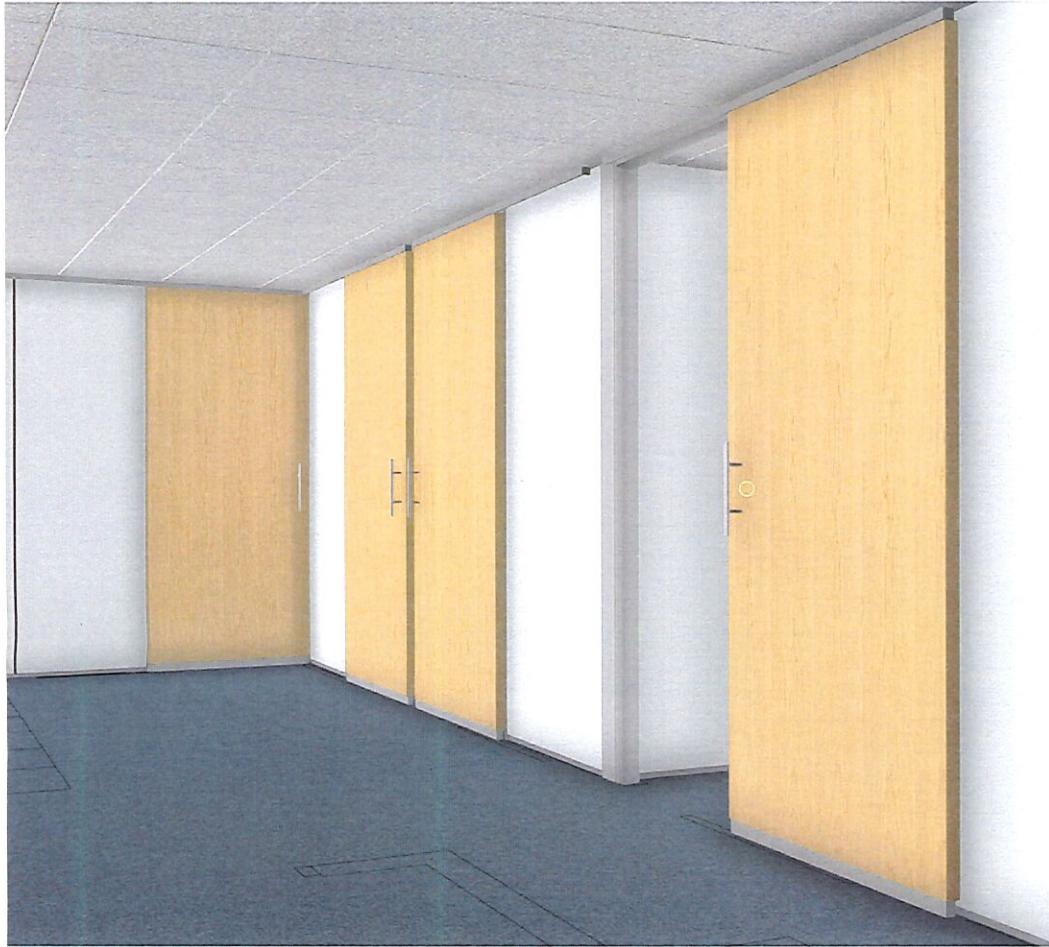




1

WEST SHORE FIRE STATION - SECOND FLOOR PLAN

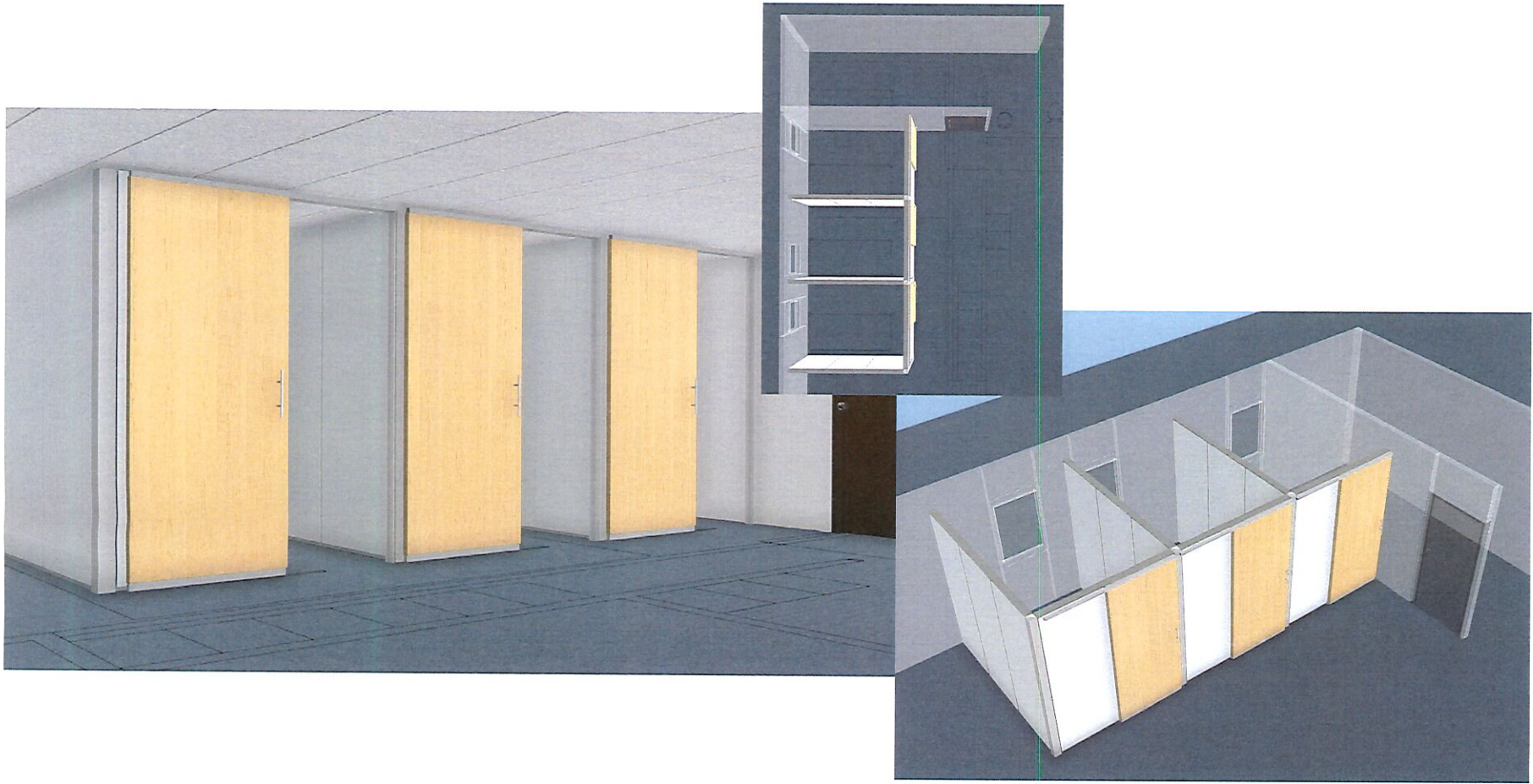




Benham Hill Fire Station - West Haven, CT

RD-1





West Shore Fire Station - West Haven, CT

RD-2

## MENTAL HEALTH GRANT - ARPA

- Bid 2023-33 – ARPA Mental Health Grant Application
  - Published on July 17<sup>th</sup>
  - Closed on August 28<sup>th</sup>
- ARPA funds allocated by City Council for a grant that would enhance citizens access to mental health care
- One organization (Bridges) submitted an application, included in this packet
- Grant award requested by the City is \$100,000



## AMERICAN RESCUE PLAN SUBAWARD AGREEMENT

THIS American Rescue Plan Subaward Agreement ("Agreement"), made and entered into this 16<sup>th</sup> day of November, 2023 by and between the City of West Haven, herein after referred to as "Pass-Through Entity," a municipality existing under the laws of Connecticut, located at West Haven City Hall, 355 Main Street, West Haven, CT 06516 and Bridges Healthcare, Inc. (the "Subrecipient"), located at 941-949 Bridgeport Avenue, Milford, CT 06460 recites and provides as follows:

### Recitals

WHEREAS, Subrecipient submitted a proposal in response to the Pass-Through Entity's solicitation in the area of mental health to address a public good in response to the Covid-19 pandemic;

WHEREAS, Subrecipient's proposal was selected by the Pass-Through Entity for a contract award in the amount of \$100,000.00 ("Contract Award") in connection with promoting the arts in the City of West Haven;

AND WHEREAS, Subrecipient is suited for receipt of the Contract Award on the terms and conditions set forth in this Agreement due to its extensive experience with matters that are the subject of the Contract Award;

NOW, THEREFORE, in consideration of the mutual terms and conditions herein contained, the parties hereto agree as follows:

#### I. SCOPE OF PROJECT

A. The Pass-Through entity hereby agrees to grant the Subrecipient the sum of \$100,000.00 under the terms and conditions set forth in this Agreement. See Attachment I attached hereto and made a part hereof for general information. The Subrecipient will use the funds in accordance with the parameters set forth in the Pass-Through Entity's RFP #2023-33, a copy of which is attached hereto and made a part hereof as Attachment II, and the Subrecipient's Proposal in response thereto, dated August 25, 2023, a copy of which is attached hereto and made a part hereof as Attachment III. Funds provided under this Agreement will be used for child and adult outpatient services, psychiatric evaluations and medication management, mobile crisis opioid services, case management and wraparound services, and other similar services for COVID-related health issues (the "Scope of Project"). These funds will be utilized in accordance with the policies and procedures established by the Subrecipient, the Pass-Through Entity and the federal government for this program. These funds may not be used for any other contracts between the Subrecipient and the Pass-Through Entity.

B. The Subrecipient shall utilize these funds as may be necessary to accomplish



what is required to be performed under this Agreement in accordance with applicable federal, State, and local requirements, rules, regulations, policies, procedures, Executive Orders and laws (collectively, "Law") in effect on the date of execution of this Agreement, as such Laws may be modified, amended or replaced during the term of this Agreement.

- C. The Subrecipient shall respond to and correct any deficiencies in performance and conformance to Law, as soon as possible after those deficiencies are identified by the Pass-Through Entity and brought to the attention of the Subrecipient.
- D. The Subrecipient may not obligate the Pass-Through Entity. The Subrecipient may not pledge the full faith or credit of the Pass-Through Entity, or make any contract, lease, or purchase in the name of the Pass-Through Entity.
- E. Nothing in this Agreement shall in any manner restrict the Subrecipient from contracting with other public and private entities to perform work and provide services in accordance with its business mission.

## II. PASS-THROUGH ENTITY RESPONSIBILITIES

- A. To the extent required by Law, the Pass-Through Entity shall provide oversight, guidance and monitoring of the Subrecipient's activities regarding the Subrecipient's compliance with the terms and conditions of this Agreement, provided that, in no event, shall the Pass-Through Entity be responsible for the Subrecipient's performance of its obligations under this Agreement.
- B. The Pass-Through Entity shall provide copies to the Subrecipient in a timely manner, of all correspondence, electronic correspondence, transmittals, notices, policies, and procedures regarding the Scope of Services.

## III. FEDERAL REQUIREMENTS

Without limiting the generality of the Subrecipient's obligation to comply with Law, the Subrecipient shall comply with all federal requirements imposed on the Pass-Through entity that flow down to the Subrecipient to ensure that the federal award is used in accordance with federal statutes, regulations and the terms and conditions of the federal award.

Without limiting the generality of the Subrecipient's obligation to comply with Law, the Subrecipient will administer and manage the funds covered by this Agreement in accordance with the guidance issued by the US Department of Treasury and other federal agencies concerning the American Rescue Plan Act of 2021.

Without limiting the generality of the Subrecipient's obligation to comply with Law, the Subrecipient agrees to comply with the Uniform Administrative Requirements, Cost Principles, and audit Requirements for Federal Awards (*uniform grant guidance*) and agrees to adhere to the accounting principles and procedures required therein, use adequate internal controls, and maintain necessary source documentation for all costs and charges incurred.

#### IV. TIME OF PERFORMANCE

The term of this Agreement shall commence upon execution of this Agreement and shall terminate on the earlier to occur of (a) advancement of all funds to be provided under this Agreement or (b) December 31, 2026, time being of the essence.

#### V. COMPENSATION AND METHOD OF PAYMENT

- A. This is a subaward agreement, using the cost reimbursement method of payment. The amount of the subaward is \$100,000.00. The rate structure per service is to be a reasonable cost and comparable to Medicaid/ Medicare rates. Funding is to be used solely and specifically to treat individuals who have been impacted by COVID-19. Reimbursement for services will not be provided without submission of required documentation. The form prescribed by the Pass-Through Entity shall be populated and submitted on a monthly basis for payment. The monthly submittal shall serve as the monthly invoice from the Subrecipient to the Pass-Through Entity.
- B. Subrecipient's invoices will state the period for which reimbursement is being requested and will itemize the cost by budget category per the budget set forth in Attachment IV (the "Budget") As a condition of cost reimbursement under this Agreement, Subrecipient shall submit deliverables and reports, both financial and non-financial, required by the Pass-Through entity to comply with federal and local funding and reporting requirements, subject to redaction of personally identifiable information of patients and compliance with HIPAA and other applicable laws, rules and regulations. All required deliverables and reports are to be submitted to Pass-Through Entity for the compensation defined herein. Subrecipient shall not be entitled to receive any additional or separate compensation from Pass-Through Entity in connection with the project without prior approval of Pass-Through Entity, followed by a written amendment submitted to the Pass-Through Entity, approved by the federal awarding agency and entered into by the parties. On or before the tenth (10<sup>th</sup>) day of each calendar month beginning with the second calendar month of the term of this Agreement and ending in the month following expiration or earlier termination of this Agreement in accordance with its terms, Subrecipient will submit a request for reimbursement on a form prescribed by Pass-Through Entity ("Request for Reimbursement") that will cover expenses incurred in the immediately prior month that are reimbursable under this Agreement. Within forty-five (45) calendar days after a Request for Reimbursement is presented to Pass-Through Entity, Pass-Through Entity will notify Subrecipient if Pass-Through Entity disputes all or any portion of the Request for Disbursement, and, in this event, Pass-Through Entity and Subrecipient will promptly meet to address such dispute. To the extent Pass-Through Entity does not dispute a Request for Reimbursement, Pass-Through Entity will pay Subrecipient the undisputed amount covered by the Request for Reimbursement within forty-five (45) calendar days after it was presented to Pass-Through Entity.

## **VI. ADMINISTRATIVE CONSIDERATIONS**

Where policies of Subrecipient differ from those of the Pass-Through Entity, such as travel reimbursement, fringe benefits, indirect costs, etc., the policies of the Subrecipient shall be applicable to cost incurrences under the Agreement provided such policies comply with awarding agency regulations.

## **VII. REBUDGETING AND PRIOR APPROVAL**

Subrecipient is permitted to re-budget direct costs, if necessary, as described in the uniform guidance (§200.308) to better reflect spending requirements, subject to Pass-Through Entity's written approval, and subject to the federal awarding agency's policy and the uniform grant guidance that would define requirements for prior written approval (§200.407) before implementation.

## **VIII. RELATIONSHIP OF PARTIES**

The parties are independent, and neither party is the agent, joint venturer, partner, or employer of the other.

## **IX. INDEMNIFICATION AND LIABILITY TO OTHERS**

To the extent permitted by Law, Subrecipient shall be responsible for and shall indemnify and shall defend and hold the Pass-Through Entity and its employees, officers and agents (each, an "Indemnified Person") harmless from any and all costs, fees and expenses, including, without limitation, all costs, fees (including, without limitation, attorneys' fees), expenses, losses, liabilities, fines, penalties, damages, claims, demands, judgments, awards, obligations, actions, or proceedings arising out of or related to Subrecipient's acts or omissions, as well as breach of Subrecipient's representations, warranties, covenants and other obligations under this Agreement. Indemnification shall apply irrespective of the date of the assertion of any claim against an Indemnified Person and/or whether the Indemnified Person suffers or incurs any loss or liability before or after the expiration or earlier termination of this Agreement. The provisions of this Article IX shall survive expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

## **X. WORKERS' COMPENSATION INSURANCE**

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement as required by the Laws of the State of Connecticut. See Article XI, Section C for additional requirements.

## **XI. INSURANCE**

As a condition precedent to the Pass-Through Entity's obligations under this Agreement, the Subrecipient shall furnish the Pass-Through Entity with certificates evidencing the type, amount, class of operations and effective dates and dates of expiration of the insurance policies required. The certificates shall substantially contain the following statement: "The insurance covered by this certification shall not be canceled or materially altered, except after thirty (30) consecutive calendar days from when a written notice has been delivered

to Pass-Through Entity." The Pass-Through Entity and its respective agents, employees and officers, shall be named as an additional insured in all liability insurance policies on a primary basis and the Pass-Through Entity shall be provided with an additional insured certificate for the insurances required for this Agreement, except for worker's compensation, professional liability and automobile liability policies. Additional insured status must remain in effect for the term of the Agreement. Such insurances shall contain waiver of subrogation clauses and shall be written on an occurrence basis.

The Subrecipient shall furnish the Pass-Through Entity with evidence of at least the following amount of insurance coverage for their firm:

- A. commercial general liability with minimum limits of coverage at \$1,000,000 Each Occurrence (Bodily Injury or Property Damage), \$2,000,000 General Aggregate that applies on a per project basis, \$2,000,000 Products/Completed Operations Aggregate and \$1,000,000 Per Person or Organization (Personal and Advertising Injury);
- B. automobile liability insurance with at least \$1,000,000 combined single limit coverage to include owned, non-owned and hired automobiles and in compliance with and as required by the Laws of the State of Connecticut; and
- C. worker's compensation statutory benefits as required by the Laws of the State of Connecticut and employee's liability coverage with limits of at least \$100,000 each accident, \$100,000 employee disease, and \$500,000 disease policy limits, and as required by the Laws of the State of Connecticut
- D. professional liability insurance with at least \$2,000,000 in coverage per occurrence and at least \$3,000,000 in the aggregate.

## **XII. PROGRAM INCOME**

In this paragraph "Program Income" means gross income received by the Subrecipient directly generated from the use of the grant funds originating with the Pass-Through Entity. All Program Income is to be used for the Scope of Project and documented to show how the program income was used.

## **XIII. ESTABLISHMENT AND MAINTENANCE OF RECORDS**

- A. Establishment and Maintenance of Records. The Subrecipient shall maintain records of all actions, and accurate books of accounts for all funds received and disbursed with full documentation to substantiate each transaction. Records shall be retained for a period of at least five (5) years after receipt of the final payment under this Agreement, or five (5) years after the audit pertaining to this Agreement, whichever is later. If the Subrecipient should go out of existence, custody of the records with respect to all matters covered by this Agreement shall be transferred to the Pass-Through Entity.

- B. Documentation of Charges and Costs. All charges and costs shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers, or other official documentation evidencing in full detail the nature and propriety of the expenses in accordance with accepted accounting principles. Documentation for charges and costs shall be clearly identified and readily accessible.

#### **XIV. AUDITS AND INSPECTIONS**

- A. At any time during normal business hours and as often as the Pass-Through Entity deems necessary, there shall be made available to the Pass-Through Entity, for examination, all of the records with respect to all matters covered by this Agreement. The Subrecipient will permit the Pass-Through Entity to audit, examine and make excerpts or transcripts from such records, and other data relating to all matters covered by this Agreement.
- B. The Subrecipient shall submit an organization-wide audit conducted and obtained from an independent auditing firm on the use and status of funds governed by this Agreement. The audit shall be conducted in accordance with generally accepted accounting principles, and auditing standards generally accepted in the United States of America, on the use and status of funds governed by this Agreement. If the Subrecipient expends more than \$750,000 in federal assistance from any source in any year, then the audit must be conducted in accordance with 2 CFR Part 200 Subpart F.
- C. The audit report shall be submitted to the Pass-Through Entity within sixty (60) days following completion of the audit. If audit findings are included in the audit report, a corrective action plan addressing any and all audit findings must accompany the audit report. The action plan shall include the corrective action planned and the anticipated completion date. If the Subrecipient is in disagreement with the finding(s), then an explanation summarizing specific reasons for the disagreement shall be submitted to the Pass-Through Entity.
- D. If the Subrecipient sub-grants any funds received pursuant to this Agreement, it shall require such sub-grantees to comply with the terms and conditions of this Section.

#### **XV. EQUITABLE OUTCOMES**

The Subrecipient shall comply with the Pass-Through Entity's efforts to measure and promote equitable outcomes in the use and distribution of funds. The Subrecipient shall assist as required in monitoring and reporting as to the Pass-Through Entity's outcome goals, and shall administer the Program to foster equitable outcomes by, including but not limited to, fostering awareness of the Program, and promoting equitable access to and distribution of resources.



## **XVI. MONITORING PLAN AND REPORTING**

The Pass-Through Entity will monitor Subrecipient to ensure that the subaward is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved, as required by 2 CFR §200.332(d). The Pass-Through Entity will monitor Subrecipient and identify any failures in the administration and performance of the award. The monitoring plan will also serve to identify whether Subrecipient needs technical assistance. In addition to program performance, [pass-through] will monitor financial performance as required by 2 CFR §200.332(d)(1). Monitoring will be used to document allowable and unallowable costs, charges, time and effort reporting and travel. Monitoring also will be used to follow up on findings identified in an earlier monitoring visit, from document reviews or after an audit to ensure that Subrecipient took corrective action (2 CFR §200.332(d)(2)). As appropriate, the cooperative audit resolution process may be applied. The monitoring plan may include on-site visits, follow-up, document and/or desk reviews, third-party evaluations, virtual monitoring, technical assistance and informal monitoring such as email and telephone interviews. The Pass-Through Entity will also issue management decisions for applicable audit findings as required by 2 CFR §200.521 (§200.332(d)(3)). For reporting, the uniform guidance requires that the Pass-Through Entity and Subrecipient use OMB-approved government-wide standard information collections when providing performance information and data in reports. A sample of monitoring activities is included in Attachment V attached hereto and made a part hereof.

## **XVII. RISK ASSESSMENT, SPECIFIC CONDITIONS AND REMEDIES**

The Pass-Through Entity has conducted or will conduct a risk assessment as required by 2 CFR §200.332(b) and has determined or will determine the Subrecipient's level of risk as low, moderate or high. Risk assessments may be repeated throughout the project period after scheduled reports, audits, unanticipated issues or other adverse circumstances that may arise. In the event of noncompliance or failure to perform, the Pass-Through Entity has the authority to apply remedies, as defined in the uniform guidance (2 CFR §200.339), including but not limited to: temporarily withholding payments, disallowances, suspension or termination of the federal award, suspension of other federal awards received by the subrecipient, debarment or other remedies including civil and/or criminal penalties, as appropriate (§200.332(h)). The Pass-Through Entity will also consider whether the monitoring results of Subrecipient necessitate adjustments to its own record (See §200.332(g)).

## **XVIII. DISCLOSURE OF INFORMATION**

Any confidential or personally identifiable information (PII) acquired by Subrecipient during the course of the subaward shall not be disclosed by Subrecipient to any person, firm, corporation, association, or other entity for any reason or purpose whatsoever without the prior written consent of Pass-Through Entity, either during the term of the Agreement or in the event of termination of the Agreement for any reasons whatsoever. Subrecipient agrees to abide by applicable federal regulations regarding confidential information and research standards, as appropriate, for federally supported projects.

**XIX. PERFORMANCE INDICATORS**

The Subrecipient shall establish and implement performance indicators to evaluate all aspects of the project, including the implementation, progress, and achievement of set goals and outcomes. The Subrecipient shall assist the Pass-Through Entity in the preparation of reports concerning the performance indicators and shall participate in project evaluations as required.

**XX. SUSPENSION AND TERMINATION**

- A. The Subrecipient shall perform in good faith the Scope of Project and its other obligations under this Agreement using the application of federal, State and local laws, rules and regulations, policies and procedures.
- B. If, at any time, after review of the Subrecipient's activities by the Pass-Through Entity, the Pass-Through Entity has reason to question whether the requirements for performance of the Scope of Project or other obligations under this Agreement have been met, the following procedures shall apply:
  - 1. The Pass-Through Entity shall request the Subrecipient to provide more information. If Subrecipient provides additional information removing any question as to performance of the Scope of Project, the Pass-Through Entity shall so note.
  - 2. If communication and the provision of information fails to resolve the issue, the Pass-Through Entity shall provide written notice to the Subrecipient detailing findings, requesting additional information, outlining corrective action, if appropriate, and providing an opportunity for the Subrecipient to demonstrate that it has cured or will cure the failure to perform within a reasonable timeframe depending on the nature of the failure. The Subrecipient shall provide a written response to the Pass-Through Entity within sixty (60) days of the date of the Pass-Through Entity's written notice including detailed information to demonstrate that the Subrecipient has cured the failure to perform or will work to cure the failure to perform within the given timeframe.
  - 3. The Subrecipient shall provide additional written responses as necessary to the Pass-Through Entity demonstrating that the Subrecipient has cured the failure to perform. The Pass-Through Entity shall provide written responses within sixty (60) days of the date of each written notice from the Subrecipient, acknowledging receipt of the Subrecipient's notice, accepting the Subrecipient's cure of the failure to perform or recommending additional corrective action.
  - 4. If the Subrecipient and the Pass-Through Entity exhaust the process for notices and responses and the Subrecipient has still not cured the failure to perform, the Pass-Through Entity may terminate this Agreement for cause with thirty (30) days written notice.

- C. The Pass-Through Entity may terminate this Agreement for convenience at any time upon sixty (60) days written notice to the Subrecipient, stating the effective date of the termination.
- D. The Pass-Through Entity may immediately terminate this Agreement for cause, if the Subrecipient dissolves, is declared bankrupt, undergoes receivership, or loses its qualification as a nonprofit under the Internal Revenue Code.

**XXI. EFFECT OF TERMINATION**

- A. Upon termination of this Agreement, the Pass-Through Entity recognizes that the Subrecipient will incur costs to honor outstanding encumbrances, obligations and debts and to complete and close out activities undertaken in performing the Scope of Project under this Agreement.
- B. Twenty (20) days prior to termination of this Agreement:
  - C. The Subrecipient shall provide to the Pass-Through Entity a statement of accounts listing all outstanding encumbrances, obligations and debts related to this Agreement, and costs of a final audit of the activities of the Subrecipient under this Agreement;
  - D. The Pass-Through Entity and the Subrecipient shall establish a process, under terms to be mutually agreed upon, to honor existing encumbrances, obligations and debts related to this Agreement and costs of a final audit of the activities of the Subrecipient under this Agreement, and to transfer any remaining grant funds to the Pass-Through Entity;
  - E. All finished or unfinished documents, data, studies, and reports prepared by the Subrecipient under this Agreement shall, at the option of the Pass-Through Entity, become its property and the Subrecipient shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents; and
  - F. All records required to be kept by the Subrecipient under this Agreement shall be transferred to the Pass-Through Entity or its designee.
- G. Notwithstanding the expiration or termination of this Agreement:
  - H. The Subrecipient is not relieved of liability to the Pass-Through Entity for damages sustained by the Pass-Through Entity by virtue of any breach of this Agreement by

the Subrecipient; and

- I. The Subrecipient shall have a continuing obligation to submit a final audit.

## **XXII. EFFECT OF AGREEMENT**

This Agreement shall inure to the benefit of, and be binding upon, the Subrecipient and the Pass-Through Entity and their respective successors, permitted assigns, and/or legal representatives. The Subrecipient may not assign its rights or obligations under this Agreement without the express written consent of the Pass-Through Entity, which consent may be granted or withheld in the Pass-Through Entity's sole discretion.

## **XXIII. NON-WAIVER OF GOVERNMENTAL IMMUNITY**

It is understood and agreed by the execution of this Agreement that the Pass-Through Entity does not waive any rights of governmental immunity which it may have in any damage suits against it, and that the Pass-Through Entity reserves the right to plead governmental immunity in such suit in law or in equity or such pleading as is appropriate notwithstanding the execution of this Agreement.

## **XXIV. PERSONAL LIABILITY**

Execution of this Agreement by the Subrecipient does not impose personal liability on any officer, employee, agent, or member of the Board of Directors of the Subrecipient; however, nothing contained in this Agreement, including this paragraph, relieves any officer, employee, agent, or member of the Board of Directors of the Subrecipient from any personal liability which that individual has pursuant to Law for that individual's acts or omissions.

## **XXV. STATE LAW**

This Agreement shall be governed by State of Connecticut law without regard to its principles governing conflicts of laws and any actions between the Subrecipient and the Pass-Through Entity shall be brought in and vest jurisdiction and venue solely in state or federal court located in the City of New Haven, Connecticut . Each party consents to such exclusive jurisdiction and shall not raise any issue that any such court is an inconvenient forum.

## **XXVI. AMENDMENTS**

A. The Pass-Through Entity or the Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the Pass-Through Entity or the Subrecipient from its obligations under this Agreement, except to the extent provided for in such amendment.

- B. The Pass-Through Entity may, in its discretion, amend this Agreement to conform with

federal, State, or local governmental guidelines, policies and available funding amounts. If such amendments result in a change in the funding, the Scope of Project or time of performances as part of this Agreement, such modifications will be incorporated only by written amendment signed by both the Pass-Through Entity and the Subrecipient.

#### **XXVII. ENTIRE AGREEMENT**

This Agreement constitutes the entire Agreement between the Pass-Through Entity and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Pass-Through Entity and the Subrecipient with respect to this Agreement.

#### **XXVIII. CAPTIONS AND HEADINGS**

The captions and headings to the articles and Sections of this Agreement are for convenience only and shall form no part of this Agreement.

#### **XXIX. SEVERABILITY**

If any provision of this Agreement is determined to be unenforceable in a judicial proceeding, the remainder of this Agreement will remain in full force and effect to the extent permitted by law.

#### **XXX. COUNTERPARTS/ELECTRONIC SIGNATURES**

This Agreement may be executed in counterparts, which, together, shall constitute one and the same agreement. Facsimile and .pdf copies of signatures shall be deemed original signatures.

#### **XXXI. NOTICE**

All notices and other communications required or permitted by this Agreement must be in writing and must be given either by personal delivery, approved carrier, email, or mail, addressed as follows:

If to the City:

Ken Carney, Chair  
ARPA Committee  
City of West Haven  
355 Main St.  
West Haven, CT 06516  
203-530-0006  
KenCarney@whschools.org



If to the Subrecipient:

Jennifer Fiorillo, President and CEO  
Bridges Healthcare, Inc.  
941-949 Bridgeport Avenue  
Milford, CT06516  
(203) 878-6365  
[jfiorillo@bridgesmilford.org](mailto:jfiorillo@bridgesmilford.org)

Either party may change its contact information from time to time by notice to the party in accordance with the provisions of this Article XXXI.

### **XXXII. DUE AUTHORIZATION**

Subrecipient represents and warrants to the Pass-Through Entity that its entering into this Agreement and the performance of its obligations under this Agreement have been duly authorized by necessary limited liability company action of Subrecipient and that all of its obligations under this Agreement constitute legal, valid and binding obligations of Subrecipient, enforceable in accordance with their respective terms. Subrecipient further represents and warrants to the Pass-Through Entity that there is no other agreement, instrument or document that prevents or interferes with Subrecipient's entering into and performing its obligations under this Agreement or that would be violated by Subrecipient's entering into and performing its obligations under this Agreement.

### **XXXIII. CONDITIONS PRECEDENT**

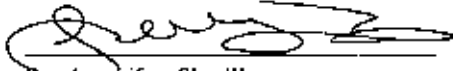
In addition to the condition precedent set forth in Article XI regarding insurance, the following are conditions precedent to the Pass-Through Entity's obligations this Agreement:

- (a) A W-9 form executed and delivered by Subrecipient to the City that is acceptable to the City in its sole and exclusive discretion;
- (b) A Disclosure and Certification Affidavit executed and delivered by Subrecipient to the City with information that is acceptable to the City in its sole and exclusive discretion. Each invoice by the Subrecipient to the City shall include a certification that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering into this Agreement remains true and correct in all material respects; and
- (c) Approval of this Agreement by the West Haven Subcommittee of the Municipal Accountability Review Board of the State of Connecticut.

[Signature Page Follows]

IN WITNESS WHEREOF, parties hereto have executed this Agreement by their duly authorized officers:

**BRIDGES HEALTHCARE, INC.**



By: Jennifer Fiorillo  
Its President and CEO

11/15/2023  
Date

**City of West Haven**

By: \_\_\_\_\_  
Nancy R. Rossi  
Mayor

\_\_\_\_\_  
Date

Approved as to Form

\_\_\_\_\_  
Mark J. Malaspina  
Carmody Torrance Sandak & Hennessey LLP

**ATTACHMENT I  
GENERAL INFORMATION**

- Subrecipient name (must match registered name associated with its Unique Entity Identifier in SAM.gov): Bridges Healthcare, Inc.
- Federal Award Date: March 3, 2021
- Subaward Period of Performance Start and End Dates: December 1, 2023 – December 31, 2024
- Subaward Budget Period Start and End Date: December 1, 2023 – December 31, 2024
- Amount of Federal Funds Obligated by this Action: \$100,000.00
- Total Amount of the Federal Award (committed to the Subrecipient by the Pass-Through Entity): \$100,000.00
- Federal Award Project Description: West Haven Mental Health Services
- Name of Federal Awarding Agency: U.S. Department of Treasury
- Name of Pass-through Entity: City of West Haven
- Contact Information for Awarding Official (of the pass-through entity):  
  
Ken Carney, Chair  
ARPA Committee  
City of West Haven  
355 Main St.  
West Haven, CT 06516  
203-530-0006  
KenCarney@whschools.org
- Identification of Whether Subaward is R&D: No
- Indirect Cost Rate: See Budget (Attachment IV)

**ATTACHMENT 11**  
**Request for Proposal**

See attached.

**Attachment III  
Subrecipient's Proposal**

See attached.



#### **Attachment IV**

#### **Budget**

The Budget is \$100,000 of fees for services on a per patient/per services basis pursuant to this Agreement, Pass-Through Entity's RFP and Subrecipient's Proposal.

**ATTACHMENT V**  
**Sample of Monitoring Activities**

Monitoring activities will include, but are not limited to:

- Checking online repositories such as SAM.gov, the FAC and other data analytics.
- Following subrecipient coverage in the news.
- Reviewing single audits or arranging for agreed-upon procedures engagements, as appropriate.
- Scheduling site visits or desk reviews.
- Reviewing subrecipient reports.
- Requiring prior written approval for certain activities, costs or specific conditions.
- Reviewing third-party evaluations, as appropriate.
- Providing technical assistance and training.
- Making telephone calls and use other means of communication such as email.



941-949 Bridgeport Ave • Milford CT 06460 • 203-878-6365 • [www.bridgesCT.org](http://www.bridgesCT.org)

August 25, 2023

Ms. Tammy O'Connell  
City of West Haven  
Purchasing Department  
355 Main Street  
West Haven, CT 06516

**RE: RFP# 2023-33 ARPA Mental Health Grant Application**

Dear Ms. O'Connell,

Bridges Healthcare, Inc. is pleased to submit our completed application and required attachments for the above referenced request for proposals. Bridges is committed to providing individual and community health, wellness, and recovery services through integrated behavioral health services to the citizens of West Haven.

We look forward to partnering with the City of West Haven to meet the increasing behavioral health needs following the COVID-19 pandemic. If you have any questions, please feel free to contact me directly at (203) 878-6365, extension 313 or via email at [jfiorillo@bridgesmilford.org](mailto:jfiorillo@bridgesmilford.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Jennifer Fiorillo", written over a circular scribble.

Jennifer Fiorillo, MPH, MBA  
President and CEO

/mah  
Enclosures



**CITY OF WEST HAVEN REQUEST  
FOR PROPOSALS**

**RFP# 2023-33**

**Affirmations and Acknowledgements**

Submission of a request that meets the requirements of the Program, as well as any subsequent requirements, does not guarantee the award of ARPA funding and/or the support of the City of West Haven.

This application, any information submitted in support thereof and any award and agreement are public documents subject to the Connecticut Freedom of Information Act.

The City of West Haven is relying on the accuracy of the application and all representations made by the Applicant.

The City of West Haven may request additional information, financial or otherwise, in considering and approving any application.

By checking "Yes", you affirm and acknowledge that you have read and understand the above statements.

Yes  No

**APPLICANT CERTIFICATION**

THE UNDERSIGNED CERTIFIES THAT:

- a) The information contained in this document is true, complete and accurate;
- b) The Applicant shall comply with all Federal, State, and Town laws and ARPA requirements including the terms and conditions set forth in the Formal Award Agreement; and
- c) Sufficient funds are available from non-ARPA sources to complete the project as described or complete the program by 06/30/2025 if ARPA funds are allocated to the Applicant.
- d) Requested funds will be used only for eligible purposes approved by the City.
- e) I certify that I have the legal authority of the Applicant to submit this application.
- f) I certify that I am the President and CEO of the Applicant and have served in such capacity for 3 years. In such, I am fully familiar with all information submitted in this document.


  
\_\_\_\_\_  
Signature of Authorized Applicant Representative

August 28, 2023  
\_\_\_\_\_  
Date

Jennifer Fiorillo, President and CEO  
\_\_\_\_\_  
Printed Name and Title



City of West Haven ARPA  
 Grant Assistance Program  
 Support for Mental Health Grant Application  
**RFP# 2023-33**

|  |   |  |           |
|--|---|--|-----------|
| Organization Name:<br>Bridges Healthcare, Inc.   |   |  |           |
| Owner/Members:<br>Bridges Healthcare, Inc. Board of Directors  |   |  |           |
| Organization/Street Address:<br>941-949 Bridgeport Avenue  |   |  |           |
| City:<br>Milford   | State:<br>CT  | Zip Code:<br>06460   |           |
| Contact Name and Phone:<br>Jennifer Fiorillo (203) 878-6365 X313   |   | Website URL:<br><a href="http://www.BridgesCT.org">www.BridgesCT.org</a> |           |
| Contact Email Address:<br><a href="mailto:jfiorillo@bridgesmilford.org">jfiorillo@bridgesmilford.org</a>   |   |  |           |
| Federal Employer Identification Number (EIN):<br>06-0867978  |   | UEI # in SAM.gov:<br>FRC7J9HSMQQ9  |           |
| Month and year Organization was incorporated/registered?      Month: <u>June</u> Year: <u>1964</u>   |   |  |           |
| Organization structure (sole proprietorship, LLC, corporation, Non-Profit, etc.)<br><br>If non-profit, indicate non-profit registration or recognition.<br><br>Bridges is a non-profit corporation with a 501(c)3 determination<br><br>List person(s) responsible for accounting for organizational funds: |   |  |           |
|  | Person #1   | Person #2  | Person #3 |
| Name:  | Carlos Rodriguez  |  |           |
| Title:   | Chief Financial Officer   |  |           |
| # Years with Organization  | 15 years  |  |           |
| Signature:   |  |  |           |

## Organization's Services and Costs

Please check boxes indicating the services your organization provides.

Please provide your estimated cost (expected reimbursement) per patient/per service. Cost should not unreasonably exceed CT Medicaid or Federal Medicare rate.

### Child Mental Health – Outpatient Services

- Child Counseling/Therapy: Cost per patient \$107 for one 45-minute session
- Child Psychiatric Evaluations: Cost per patient \$230
- Child Case Management Services: Cost per patient \$75 per one hour
- Child Medication Management: Cost per patient \$230
- Child Mobile Crisis Intervention Services: Cost per patient \$ N/A - Provided by Clifford Beers Community Health Partners
- Child Other Services for COVID-related health issues. Describe on line below.  
Cost per patient \$ N/A – Many new requests for clinical and support services are somehow directly related to the pandemic.

### Adult Mental Health – Outpatient Services

- Adult Counseling/Therapy: Cost per patient \$107 for one 45-minute session
- Adult Psychiatric Evaluations: Cost per patient \$230
- Adult Case Management Services: Cost per patient \$75 for one hour
- Adult Medication Management: Cost per patient \$230
- Adult Mobile Crisis Intervention Services: Cost per patient \$214
- Adult Other Services for COVID-related health issues. Describe on line below.  
Cost per patient \$ N/A – Many new requests for clinical and support services are somehow directly related to the pandemic.

Please provide descriptions for the services or programs your organization provide, as per categories of services checked off above.

Bridges Healthcare has been providing a comprehensive range of mental health, substance use and wraparound services to adults, children and families for more than 65 years. The organization serves as the local mental health authority for adults designated by the State Department of Mental Health and Addiction Services for Region 2 covering the Milford, Orange and West Haven communities. The agency is also funded by the Connecticut Department of Children and Families to provide outpatient, home-based and wraparound services for Region 2 which includes the above listed communities and surrounding towns such as Bethany, Woodbridge, Ansonia, Shelton, and Derby. More than 3,000 adults, children and families receive treatment and services annually through Bridges' programs, and in fiscal year 2022-23, the agency served more than 1,200 West Haven residents.

Bridges has a strong presence in West Haven and collaborates with the schools, health department and other community settings through the following initiatives. This list includes services as referenced on page 3 as well as others that are offered in the West Haven community.

- **Adult case management services** – This program addresses the needs of Bridges' adult clients outside of their clinical needs. The program consists of community support specialists/case managers who work with clients individually on what needs they may have in order to live successfully and independently in the community. Clients guide the work, as identifying what their needs are and what they want to work on. Examples of areas that can be addressed with clients are fulfilling basic needs such as access to benefits, housing, food and clothing. Additional case management services could look like assisting with redetermination packets for benefits, assisting with setting up doctors' appointments, helping clients speak with other providers or advocacy with other agencies on behalf of the client.

Bridges also provides senior outreach and case management services to individuals over 55 to identify, engage, refer and link older adults to individually tailored community treatment options.

- **Child Care Coordination/Case Management** – The Care Coordination Program provides intensive, individualized case management and respite services for children and their families. Children who will benefit from this service struggle with complex behavioral health needs and require the coordination of multiple services. The Care Coordinator partners with the family to: identify the child's strengths and needs; create a support team; develop a plan of care that identifies needs and goals; locate and coordinate services and supports in the community; and advocate for services.
- **Adult outpatient, psychiatric and medication management services** are offered at 98 Elm Street (new West Haven location) or 949 Bridgeport Avenue in Milford, CT. The Adult Outpatient program provides services to individuals age 18 and older with psychiatric disorders, substance use disorders, or co-occurring psychiatric disorders. The goal of the program is to promote recovery and improve the quality of life of persons with behavioral health/substance use disorders by providing treatment and resources to better understand and manage their disorder. Services provided include evaluations and diagnostic assessments, individual and group therapy, medication prescriptions and medication management, and linkage to community recovery supports.
- **Child Outpatient, psychiatric and medication management services** are offered at 98 Elm Street (new West Haven location) or 949 Bridgeport Avenue in Milford, CT. The outpatient child and family service is dedicated to providing behavioral health services to children, adolescents and their families. The program provides individual, family, and group therapy modalities. Services include comprehensive psychosocial assessments, developmental evaluations, psychotherapy (including the use of several evidence-based practices), psychiatric consultation and medication management, and collaboration with the school system and other service providers.
- **Young Adult Services** offers young adults (age 18-25) the opportunity to achieve greater self-sufficiency by providing community-based, person-centered, trauma-sensitive clinical, vocational and social rehabilitation services that are tailored to meet their unique needs. Clients may be eligible for housing subsidy and reside in an apartment on-site, or may live in the community with family or significant others or independently while utilizing any/all of the services that are available. Staff is available 24/7. Services are voluntary, thus the young adult must work collaboratively with program staff on individualized goals through participation in program services. Most referrals come from DMHAS, and are prioritized, but referrals may also come from the community; interested young adults may also self-refer.

- **Adult Mobile Crisis Intervention** is offered to community members who are at risk, by providing stabilization, referral, and evaluation in order to determine the appropriate level of care and intervention. The purpose of crisis intervention is to reduce over-utilization of emergency personnel and hospital when possible and refer for hospital intervention when necessary to ensure safety. Adult Mobile Crisis staff responds to community calls from family members, physicians, neighbors, and friends who are looking for assistance for an individual that they feel is experiencing a psychiatric crisis. In addition, calls are also received through 2-1-1. Mobile Crisis staff work collaboratively with the after-hours telephonic and mobile crisis services provided by South Central Crisis Services for adults, our Central Inquiry Team, and on occasion, Jail Diversion. Services include assessment of possible need for hospitalization, engagement with behavioral health services, assistance in obtaining necessary clinical and case management supports and brief crisis management services.

Daytime mobile crisis intervention services for children is offered through Clifford Beers Community Health Partners with 24/7 accessibility through 211. Bridges collaborates with Clifford Beers when there are children referred from the catchment area after there is a mobile crisis intervention.

- **Mobile Medication Assisted Treatment Team** provides access to peer recovery support and a prescriber to treat opioid use disorder. Referral to follow-up care is provided for those who wish to continue with treatment. This mobile unit is currently parked on the green in West Haven two days per week.
- **Wellness on Wheels (WOW)**- This mobile health unit provides baseline health screenings, physicals, and referral to a permanent health home and other services to underserved individuals who would not normally seek out office-based care. Wellness on Wheels is part of Bridges' recent strategy to enhance community outreach and engagement to target underserved areas. The WOW vehicle parks in various spots in West Haven two days per week.
- **Clinical services** in West Haven High School, Bailey and Carrigan Intermediate offering individual and group therapy in the school setting to meet the increasing behavioral health needs of children in the community. Students enrolled in school-based services can access our 98 Elm Street clinical location for medication management if needed.

Bridges' programs and services are mainly funded by grants, state contracts and third-party reimbursement from Medicaid, Medicare and private insurance. At least 70% of those served by Bridges are enrolled in Medicaid and are low or very low income. Clinical and medication management are the most expensive services and often times they are not fully supported by state contracts and reimbursement. Through this proposal, we will expand our full range of services to more residents in the West Haven community who may be struggling with the impact of COVID-19. These individuals may be seeking to manage symptoms of depression, anxiety and stress from the pandemic, and they may need additional support through the agency's wraparound services.

**On average, how many open appointments per week does your organization currently have to schedule services for new or existing patients?**

The agency averages 1100 appointments per week across all programs and services for existing clients. There are approximately 20 slots for new intakes per week for individuals who are seeking clinical services. Referrals to other programs within the organization may be made during an intake conference when new cases are presented and discussed with the multidisciplinary team or during the course of treatment. Our mobile programs (Wellness on Wheels and Medication Assisted Treatment) have walk-up appointments based on when vehicles are parked. We also have home-based programs for children and families where referrals come from the Department of Children and Families, schools, parents, and other community providers.

**Provide an estimate of the total number of West Haven Residents that could benefit from the services you will be providing with the ARPA funds received.**

We estimate that a total of 40-50 individuals could benefit from the \$100,000 in ARPA funds assuming short-term individual or group therapy of 12-24 weeks with a psychiatric evaluation and 2-3 medication management appointments. This number could fluctuate based on the number of residents who need medication management in addition to therapy and other support services (case management, mobile crisis intervention).

**Is your Organization currently in "Good Standing" with the Connecticut Department of Revenue Services (DRS)?**  Yes  No

**Is your Organization current on all tax obligations to the Internal Revenue Service, the State of Connecticut, and the City of West Haven?**  Yes  No

If no, please explain:

**Does your Organization have any Outstanding liens or Judgements; threatened or pending litigation or claims?**  Yes  No

If yes, please explain:

Presently there are two open cases/claims against Bridges Healthcare

- 1) Open CHRO case with a past employee
- 2) Wrongful termination case with past employee




**PROPOSERS NON COLLUSION AFFIDAVIT FORM**

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) The proposer developed and the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (2) The proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal and award.
- (3) No elected or appointed official or other officer or employee of the City of West Haven is directly or indirectly interested in proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of full disclosure to the City of West Haven to consider its proposal and make an award in accordance therewith.

Bridges Healthcare, Inc.  
Legal Name of Bidder

  
(signature)  
Bidder's Representative, Duly Authorized

Jennifer Fiorillo  
Name of Bidder's Authorized Representative

President and CEO  
Title of Bidder's Authorized Representative

Subscribed and sworn to before me this 25th day of August, 2023.

MARY A. HAAS  
NOTARY PUBLIC OF CONNECTICUT  
My Commission Expires 04/30/2024

Mary A. Haas  
Notary Public  
My Commission Expires: April 30, 2024







**CITY OF WEST HAVEN**  
**355 Main St**  
 West Haven, Connecticut 06516

**DISCLOSURE &  
 CERTIFICATION AFFIDAVIT**

**EVERY SECTION MUST BE COMPLETED**

For help completing this form contact Purchasing Director at 203-937-3624

|                         |   |
|-------------------------|---|
| Contractor/Vendor Name: | Bridges Healthcare, Inc.                    |
| Address:                | 941-949 Bridgeport Avenue Milford, CT 06460 |
| Telephone and/or Fax #: | (203) 878-6365 X313 Fax (203) 877-3088      |
| Email Address:          | jfiorillo@bridgesmilford.org                |
| Contact Person:         | Jennifer Fiorillo                           |

For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

|     |   |
|-----|---|
| (a) | "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.  |
| (b) | "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city. |
| (c) | "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.  |
| (d) | "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.   |

|          |   |  |   |
|----------|---|--|---|
| State of | Connecticut   | County of  | New Haven   |
| I,       | Raymond Vitali<br><small>(type or print your name above)</small>  | being first duly sworn, hereby deposes and says that:  |   |
| 1.       | I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.   |  |   |
| 2a.      | I am the corporate secretary or majority owner (including sole proprietorship) of   | Bridges Healthcare, Inc.<br><small>Insert Company Name above</small>   |   |
| 2b.      | Or I am an individual and my name is:   | <small>if an individual, insert your name above</small>  |   |
| 3.       | I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.   |  |   |
| 4.       | Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply).   |  |   |
| 4a.      | As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are  |  |   |
| 4b.      | X   | The contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.  |   |
| 4c.      |   | The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default. |   |
| 5.       | X   | Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.   |   |
| 6.       | Please select the applicable representation about the Contractor's business registration:   |  |   |
| 6a.      | X   | Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:   | US-CT.BER:0094819<br><small>Insert State Registration # above</small> |
| 6b.      |   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:  | <small>Insert State Registration # above</small>                      |
| 6c.      |   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:   | <small>Please insert State name above</small>                         |
|          | Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A). |  |   |





7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name            | City Affiliation Role & Time Frame    | Contractor Affiliation Role & Time Frame | DOB        |
|---|-----------------|---------------------------------------|--|------------|
| 1 | Rosa Richardson | West Haven CDBG Admin - 15 Years      | Bridges' Board of Directors - 2 Years    | 07/07/1961 |
| 2 | John Biancur    | Vice Chair Plan & Zone Comm - 7 years | Bridges Board of Directors - 15 years    | 11/14/1975 |

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name of Contractor or Affiliate | Affiliation (if applicable)                 | Contract Number                         | DOB |
|---|---------------------------------|---|---|-----|
| 1 | Bridges Healthcare, Inc.        | West Haven Community Develop Administration | CDBG Contract 48-12                     | N/A |
| 2 | Bridges Healthcare, Inc.        | West Haven Board of Education               | School-Based Services MOU copy attached | N/A |

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Organization Name | Address | Type of Ownership |
|---|-------------------|---------|-------------------|
| 1 | None.             |         |                   |
| 2 |                   |         |                   |


10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | Name  | Title | % of Ownership | DOB |
|---|-------|-------|----------------|-----|
| 1 | None. |       |                |     |
| 2 |       |       |                |     |

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

|   | TRADE NAME | PLACE OF INCORPORATION/REGISTRY | PRINCIPAL PLACE OF BUSINESS |
|---|------------|---------------------------------|-----------------------------|
| 1 | N/A        |                                 |                             |
| 2 |            |                                 |                             |

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

|   |  |  |                    |
|---|--|--|--------------------|
| Signature & Title of person completing this form: |  |  |                    |
| Raymond Vitali, Board Secretary                   |  |  |                    |
| <b>THIS FORM MUST BE NOTARIZED</b>                |  | <b>NOTARY SEAL (if available)</b>  |                    |
| Signature of Notary:                              |  | Mary A. Haas   |                    |
| Subscribed and sworn to, before me on this:       |  | 25th   | Day of August 2023 |
| My Commission Expires:                            |  | April 30, 2024   |                    |

This form should be mailed or emailed to the purchasing department or included with a specific solicitation.

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

**MARY A. HAAS**  
**NOTARY PUBLIC OF CONNECTICUT**  
 My Commission Expires 04/30/2024







## Memorandum of Understanding

This memorandum of understanding (MOU) has been jointly developed between the West Haven Public Schools and Bridges Healthcare, Inc. for students requiring behavioral health services beyond what is offered through school services and programming at Carrigan Intermediate School and Bailey Middle School. This partnership is meant to offer supplemental services, and not meant to supplant current programming. The intent of the memorandum is:

- To provide psychotherapy services to students during the school day during the 2022-2023 school year
- To focus on students who would otherwise not access services because there are barriers to the students or their families accessing office-based services
- To provide individual and group psychotherapy to students

To meet the above goals, the following is proposed:

Bridges Healthcare will:

- Provide 1.5 full-time licensed clinician to deliver individual and group psychotherapy at Carrigan and Bailey Schools during the school day
- Provide proof of liability insurance
- Conduct background checks for all clinicians having direct contact with Milford Public Schools students per Public Act 16-67.
- Receive referrals from the school social worker or other designated school personnel and initiate treatment services by scheduling an intake at Bridges main site, at the school, or via telehealth
- Enroll the students being served as Bridges clients and utilize Bridges' electronic health record (Carelogic) to document all aspects of treatment and to comply with all licensing and regulatory requirements.
- Bill for services through the student's healthcare coverage when applicable
- Invoice the West Haven Schools for the differential between the total cost of the full-time clinician and the third-party insurance reimbursement collected by Bridges Healthcare, Inc. for the services provided at Bailey and Carrigan.
- Maintain compliance with the Student Data Privacy Act

West Haven Public Schools will:

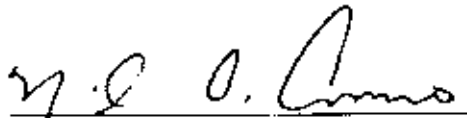
- Provide dedicated office space that includes at a minimum a desk, desk chair, file cabinet and chairs for students for individual and group sessions
- Provide WIFI access,
- Provide outreach to parents of students who are being considered for referral to the licensed clinicians for individual or group services
- Communicate with the clinicians about each referral
- Schedule meetings as necessary to review the progress of the program
- Provide reimbursement to Bridges for clinical services when the insurance reimbursement does not meet the total cost for the clinicians.

\*Student Data Privacy Act requires any vendor or consultant who comes into contact with student data as defined in the Act (similar to the FERPA definition), to agree to certain terms required by the statute. In accordance with Public Act No. 16-189, the Student Data Privacy Act, terms satisfying the requirements of said Act is attached hereto and incorporated by reference to Appendix A. For purposes of Appendix A the term "Contractor" shall refer to Bridges Healthcare, Inc.

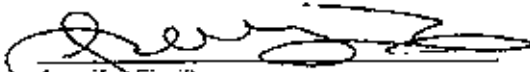
Psychiatric assessment and the prescription of psychotropic medications are beyond the scope of the services to be provided on the school site. As Bridges clients, the services are available to the students at the Milford or the West Haven site of Bridges Healthcare, 941-949 Bridgeport Avenue.

#### Confidentiality of Protected Health Information

The nature of this agreement between Bridges Healthcare, Inc. and the West Haven Public Schools may require collaboration and discussion about client cases and appropriate treatment when necessary. Bridges Healthcare, Inc. and the West Haven Public Schools agree that they will not disclose protected health information without written consent from the client and/or their legal guardian unless such disclosure is authorized by law. All disclosures of protected health information must comply with relevant State and Federal law requirements and regulations.



Neil C. Cavallaro  
Superintendent, West Haven Public Schools



Jennifer Fiorillo  
President and CEO, Bridges Healthcare, Inc.

## Appendix A

### SECTION I. DEFINITIONS

Terms and Interpretation: Certain terms used in this Agreement are defined in the Appendix attached hereto and made apart thereof. Terms other than those defined within this Agreement shall be given their plain English meaning, and those terms, acronyms, and phrases known in the information technology industry shall be interpreted in accordance with their generally known meanings. Unless the context otherwise requires, words importing the singular include the plural and vice-versa.

### SECTION II. GENERAL PROVISIONS

The Parties agree that both the Board and the Contractor shall comply with The Family Educational Rights and Privacy Act of 1974 ("FERPA"), 20 USC 1232g) (as amended) and its implementing regulations (34 CFR 99.1- 99.67) (as amended) and as shall be amended from time to time. All student data created by students, teachers, and staff or student data, which is accessed or possessed by the Contractor by virtue of this contract, shall be classified as student data and is hereby afforded protection under FERPA and its implementing regulations. The Board and Contractor also agree that student data is afforded certain protections under Connecticut state student privacy law as set forth in PA 10-189. Nothing in this Agreement shall be construed to allow either party to maintain, use, disclose or share student information as defined by FERPA in a manner prohibited by federal law or regulation or this agreement. For the purposes of this contract, the Contractor shall be considered as a "school official" under FERPA and is deemed to have a legitimate educational interest in the student data disclosed to the Contractor for the sole purpose of performing its obligations under this contract. The Board shall disclose information only to the extent disclosure is necessary for the Contractor to fulfill its contractual obligation herein and the Contractor shall only use or collect student data for the purposes set forth in this agreement.

All student data provided or accessed pursuant to this Agreement is and remains under the control of the Board. All student data are not the property of, or under the control of, the Contractor. The Contractor acknowledges and agrees that at no time is the Contractor the owner of the student data. All student-generated content shall be the property of the student or the parent or legal guardian of the student. Nothing in this Agreement shall be construed to confer upon the Contractor any property right over student information, student records or student-generated content.

The Board has the right to request a copy of the student data maintained by the Contractor at any time and reserves the right to request the prompt return of any portion of the data files at any time and for any reason whatsoever.

The Contractor shall not use student data for any purposes other than those authorized in this Agreement. The Contractor is specifically prohibited from using student data or unique identifiers contained therein for targeted advertising. The contractor is further prohibited from selling, renting, or trading student data unless part of a merger or acquisition of a successor operator.

The Board may request that the Contractor delete student data in the Contractor's possession by sending a written request to the Contractor by either regular or electronic mail. The Contractor shall delete the requested student data within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The

confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols. The two (2) business days in which to delete the data may be modified by agreement of the parties if so warranted under attending circumstances. There are two exceptions to this requirement: Information shall not be deleted when (1) state or federal law prohibits the deletion or requires retention of the information or (2) the student information is stored as part of a disaster recovery storage system and that is inaccessible to the public, and unable to be used in the normal course of business by the Contractor, provided such Board of Education may request deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following data recovery.

The Contractor shall have the right to use de-identified student data for these purposes only: (1) to maintain, support, improve, evaluate, develop, or diagnose the Contractor's website, online service, or mobile applications, or other websites, online services, or mobile applications owned by the Contractor; (2) to demonstrate or market the effectiveness of the Contractor's website, online service, or mobile application; (3) share student information for the improvement and development of websites, online services, or mobile applications designed for school purposes; (4) for adaptive learning purposes or customized student learning; (5) to provide recommendation engines to recommend content or services relating to school purposes or other educational or employment purposes, provided such recommendation is not determined in whole or in part by payment or other consideration from a third party, or (6) to respond to a request for information or feedback from a student, provided such response is not determined in whole or in part by payment or other consideration from a third party. The Contractor agrees not to attempt to re-identify de-identified data.

A student, parent, or legal guardian of a student may review PII contained in student information, student records, or student-generated Content and correct erroneous information by contacting the Contractor in writing (Bridges Chief Executive Officer- Jennifer Florillo - [jflorillo@bridgesmiford.org](mailto:jflorillo@bridgesmiford.org) to discuss the correction of any such erroneous information. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein, by following the amendment procedures outlined in the Board's Confidentiality and Access to Education Records Policy.

Each Party shall use its best efforts to identify and prevent any unauthorized use or disclosure of any student data. Without limitation of the foregoing, each Party shall advise the other Party immediately in the event either Party learns, or has reason to believe, that any person who has had access to student data has violated the terms of this Agreement.

Each Party also agrees that it will cooperate with the other Party in seeking injunctive or other equitable relief against any such identified person.

### **SECTION III. SECURING AND SAFEGUARDING**



## **CONFIDENTIALITY OF STUDENT DATA; PROTOCOLS FOR DISCOVERY OF DATA BREACHES**

**Security and Safeguarding Information.** The Contractor shall use security tools and technologies that meet or exceed industry standards in providing services under this Agreement. In the event that student data is no longer needed for the specific purpose for which it was provided, including any copies of the student data that may reside in system backups, temporary files, or other storage media, it shall be destroyed as per best practices for data destruction or returned to the Board using commercially reasonable care, security procedures and practices.

The Contractor shall implement current commercially reasonable and acceptable security measures and technologies to prevent unauthorized access to, or use, disclosure, or loss of student data. Such measures shall in no event be less stringent than those used by other companies providing services similar to the services or possessing similar type information. Such measures shall include, where appropriate, use of updated firewalls, virus screening software, logon identification and passwords, encryption, intrusion detection systems, logging of incidents, periodic reporting, and prompt application of current security patches, virus definitions, and other updates.

The Contractor shall implement and maintain security procedures and practices designed to protect student data from unauthorized access, destruction, use, modification or disclosure that, based on the sensitivity of the data and the risk from unauthorized access, and: (1) use technologies and methodologies that are consistent with the guidance issued pursuant to section 13402(h)(2) of Public Law 111-5 (the American Recovery and Reinvestment Act of 2009, which includes the HITECH Act), (2) maintain technical safeguards as it relates to the possession of student data in a manner consistent with the provisions of 45 CFR 164.312 (the Health Insurance Portability and Accountability Act (HIPAA) "Technical Safeguards" section), and (3) otherwise meet or exceed industry standards. The security procedures and practices are detailed below and further detailed in The Contractor's Statement of Security.

The Contract shall restrict access to student data to only those employees that need to access the data in order for the Contractor to perform the agreed upon services.

Information or student data collected and stored from and on behalf of the Board and its students shall be stored and maintained separately from the information of any other customers, school or user.

The Board retains the right to audit the security and privacy of student data.

The Contractor shall notify the Board in writing about any changes that will affect the availability, security, storage, usage or disposal of student data.

### **Response to Data Breaches**

Upon the discovery of any breach of security that results in the unauthorized release, disclosure, or acquisition of student information, student records, or student generated content, or suspicion that such a breach may have occurred, the Contractor must:

Provide initial notice to the Board as soon as possible but not later than forty-eight (48)

hours after such discovery ("Initial Notice"). The Initial Notice shall be delivered to the Board by electronic mail and shall include the following information: Date and time of the breach; names of the student(s) whose student data was released, disclosed or acquired; the nature and extent of the breach; and the Contractor's proposed plan to investigate and remediate the breach.

Upon discovery by the Contractor of a breach of student data, exclusive of directory information, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

Upon discovery by the Contractor of a breach which results in the release, disclose, or acquisition "directory information", the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than sixty (60) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

The Contractor agrees to cooperate with the Board with respect to investigation of the breach and to reimburse the Board for costs associated with responding to the breach, including but not limited to the costs relating to notifications as required by Public Act 16-189.

**Response to Legal Orders, Demands, or Requests for Data.** If the Contractor receives a subpoena, warrant, or other legal order, demand, or request seeking student data maintained by the Contractor, the Contractor will promptly provide a copy of the request to the Board. The Contractor shall promptly supply the Board with copies of records or information response to the subpoena, warrant, other legal order, demand or request, and will cooperate with the Board's reasonable requests in connection with its response. A failure to supply the Board with any student data within a reasonable time that has been requested by the Board constitutes a material breach of this Agreement. No student data may be disclosed by the Contractor in response to any subpoena, warrant, or other legal order or demand in the absence of written notice to the Board and a reasonable opportunity to allow the Board or student or parent to seek protective orders to protect the student data from disclosure.

**Audits.** The Board reserves the right in its sole discretion to perform audits of the Contractor's data protection practices at its expense to ensure compliance with the terms of this Agreement. The Contractor shall cooperate with all reasonable requests in the performance of any such audits.

**Cessation of Contractor's Business.** In the event of the Contractor's cessation of operations, Contractor shall promptly return all student data to the Board in an organized, manageable manner and subsequently erasing and/or otherwise destroying any student data, be it digital, archival or physical form, including without limitation any copies of the data or any portions thereof that may reside in system backups, temporary file or other storage media and/or are otherwise still in Contractor's

possession and/or in the possession of any subcontractors, or agents to which the Contractor may have transferred student data or any portion thereof, in a manner consistent with technology best practice and industry standards for secure data disposal methods such that Contractor and/or any of its subcontractors or agents are no longer in possession of any student work belonging to the Board or and to ensure that the student data cannot be recovered and are securely destroyed. Contractor also will provide inventory of its student data destruction, and with written certification, including an inventory of all student data returned to the Board, within fifteen (15) days of Contractor's cessation of operations.

## **SECTION VI. GENERAL**

**Modification or Amendment.** No modification or amendment of this Agreement shall be valid unless in writing signed by the parties hereto. No modification or amendment of any terms of this Agreement shall be binding unless the same is in writing and signed by both parties and all necessary approvals have been obtained. Such express modification or amendment, if made, shall be effective only in the specific instance and for the specific purpose set forth in such signed writing.

**Choice of Law.** This Agreement shall be governed by the laws of the State of Connecticut without regard to its principles of conflicts of laws. The laws of the State of Connecticut shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the parties hereto.

**Choice of Forum.** The parties agree that any and all disputes arising from or relating to the Agreement, including its formation and validity, shall be settled in the State of Connecticut. Each of the parties irrevocably consents to the exclusive personal jurisdiction of the state courts located in Connecticut, as applicable, for any matter arising out of or relating to this Agreement.

**Waiver.** The failure of either party to require performance by the other party of any provision of this Agreement shall neither affect the full right to require such performance at any subsequent time, nor shall the waiver by either party of a breach of any provision of this Agreement be taken or held to be a waiver of the provision itself.

**Notice.** Any notice permitted or required under this Agreement shall be made in writing and shall be served by personal service, by confirmed electronic delivery, or by certified, or registered or express U.S. mail, postage and charges prepaid, to the parties at the addresses below:

If to the Board:  
Neil Cavallaro, Superintendent West Haven Public Schools  
P.O. Box 26010  
West Haven, CT 06516  
[neilcavallaro@whschools.org](mailto:neilcavallaro@whschools.org)

If to the Contractor:  
Jennifer Fiorillo, President/CEO  
Bridges Healthcare, Inc.  
941-949 Bridgeport Avenue  
Milford, CT 06460  
[jfiorillo@bridgesmilford.org](mailto:jfiorillo@bridgesmilford.org)

Any Party hereto may change its address for purposes of this paragraph by written notice given in the manner provided herein and shall be deemed changed when so delivered personally, confirmed by electronic delivery, or if mailed via U.S. Mail two (2) days after the date of any such delivery.

## APPENDIX - CERTAIN DEFINITIONS

**Entire Understanding.** This agreement, and any schedules or documents attached and incorporated by reference, constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

**Relationship of Parties.** Both Parties agree that they are independent entities. Nothing in this Agreement shall be construed to create a partnership, joint venture, or agency relationship between the Parties. Each Party is responsible for the supervision, management, and direction of its own employees. Each Party is responsible for the payment of compensation to its employees and for any injury to them occurring in the course of their employment for which their employer is responsible and neither Party shall be responsible for the supervision, management, and direction of the employees of the other Party.

**Headings.** Section headings and captions are not intended to be a full and accurate description of the contents hereof. Headings are: (a) inserted for purposes of convenience; (b) not part of the Agreement; and (c) will be given no force or effect in construing or interpreting this Agreement of any of its provisions.

**All Rights/Intellectual Property Rights.** All rights, including intellectual property rights, shall remain the exclusive property of the Board and/or the student, as applicable, and Contractor is a limited, nonexclusive license solely for the purpose of performing its obligations as outlined in this Agreement. This Agreement does not give the Contractor any rights, implied or otherwise, to Data Files or any portion thereof, content or intellectual property, except as expressed in this Agreement. This includes, without limitation, the right to sell or trade the Data Files or any portion thereof. Any provisions to the contrary in the Contractor's privacy policy, terms of service, terms and conditions or use and/or license agreement are hereby deleted in their entirety.

**Assignment.** Contractor shall not assign any of its rights under this Agreement, or delegate the performance of any of its duties hereunder, without the prior written consent of the Board, which approval may be withheld at the Board's sole discretion.

**Severability.** The provisions of this Agreement are independent of one another, and the invalidity of any provision or portion thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof. If any unlawful and/or unenforceable provision would be lawful or enforceable if part of it were deleted, that part will be deemed to be deleted, and the rest of the provision will continue in effect.

**Electronic Notice and Posting of Contract Execution.** The Board must provide electronic notice to the parent or legal guardian of an affected student within five (5) business days of executing this Agreement with Contractor. The notice shall: (1) state that the Agreement has been executed and the date of execution; (2) provide a brief description of the Agreement and its purpose; and (3) state what student information, student records, or student-generated content may be collected as a result of the Agreement. The Board shall post such notice and the Agreement on its website.



Termination/Student Data. The student data provided to the Contractor shall not be retained or available to the Contractor upon completion of the services contracted for herein unless a student, parent or legal guardian of a student chooses to establish or maintain an electronic account with the Contractor for the purpose of storing student-generated content.

Personally Identifiable Information ("PII"). The Family Educational Rights and Privacy Act ("FERPA") defines PII to include direct identifiers (such as a student's or other family member's name) and indirect identifiers (such as a student's date of birth, place of birth, or mother's maiden name). Indirect identifiers, metadata about students' interaction with an app or service, and even aggregate information can be considered PII under FERPA if a reasonable person in the school community could identify individual students based on the indirect identifiers together with other reasonably available information, including other public information. 20 U.S.C. 1232g; 34 CFR 99. Under FERPA, education records include records, files documents, and other materials that (A) contain information directly related to a student; and (B) are maintained by an educational agency or institution or by a person acting for such agency or institution.

Student Information. Student information means personally identifiable information or material of a student in any media or format that is not publicly available and is any of the following: (A) Created or provided by a student or the parent or legal guardian of a student, to the operator in the course of the student, parent or legal guardian using the operator's website, online service or mobile application for school purposes; (B) created or provided by an employee or agent of a local or regional board of education to an operator for school purposes; or (C) gathered by an operator through the operation of the operator's website, online service or mobile application and identifies a student, including, but not limited to, information in the student's records or electronic mail account, first or last name, home address, telephone number, date of birth, electronic mail address, discipline records, test results, grades, evaluations, criminal records, medical records, health records, Social Security number, biometric information, disabilities, socioeconomic information, food purchases, political affiliations, religious affiliations, text messages, documents, student identifiers, search activity, photographs, voice recordings, survey responses or behavioral assessments.

Student Record. Student record means any information directly related to a student that is maintained by a local or regional board of education, the Connecticut State Board of Education or the Connecticut Department of Education or any information acquired from a student through the use of educational software assigned to the student by a teacher or employee of a local or regional board of education, except "student record" does not include de-identified student information allowed under the contract to be used by the contractor to (A) improve educational products for adaptive learning purposes and customize student learning; (B) demonstrate the effectiveness of the contractor's products in the marketing of such products; and (C) develop and improve the contractor's products and services.

Student-generated Content. Student-generated content means any student materials created by a student including, but not limited to, essays, research papers, portfolios, creative writing music or other audio files or photographs, except student-generated content does not include student responses to a standardized assessment. All student-generated content shall be the property of the student or parent or legal guardian.

**Consultant.** A consultant means a professional who provides non-instructional services, including, but not limited to, administrative, planning, analysis, statistical, or research services to a local or regional board of education pursuant to a contract with such local or regional board of education.

**Targeted advertising.** Targeted advertising means presenting an advertisement to a student where the selection of the advertisement is based on student information, student records or student-generated content or inferred over time from the usage of the operator's website, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. Targeted advertising does not include any advertising to a student on a website that such student is accessing at the time or in response to a student's response or request for information or feedback.

**De-identified student information.** De-identified student information means any student information or Customer Data that has been altered to prevent the identification of an individual student. De-identified data will have all direct and indirect personal identifiers removed. This includes, but is not limited to, name, ID numbers, date of birth, demographic information, location information, and school ID. Contractor agrees not to attempt to re-identify de-identified data.

**School purposes.** School purposes means purposes that customarily take place at the direction of a teacher or a local or regional board of education, or aid in the administration of school activities, including, but not limited to, instruction in the classroom, administrative activities and collaboration among students, school personnel, or parents or legal guardians of students.

**Directory Information.** Information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Typically, directory information includes information such as name, address, telephone listing, date and place of birth, participation in officially recognized activities and sports, and dates of attendance. Directory information does not include a student's social security number or student ID number that can be used to gain access to educational records. A school may disclose directory information to third parties without consent if it has given public notice of the types of information which it has designated as directory information, the parent's or eligible student's right to restrict the disclosure of such information, and the period of time within which a parent or eligible student has to notify the school in writing that he or she does not want any or all of those types of information designated as directory information. 34 CFR §99.3 and 34 CFR § 99.37.





BRIDHEA-01

JERRENEHAINES

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

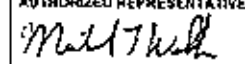
|   |   |
|---|---|
| <b>PRODUCER</b><br>NFP Property & Casualty Services, Inc.<br>159 Wolf Road<br>Suite 200<br>Albany, NY 12205 | <b>CONTACT</b><br>NAME:<br>PHONE<br>(A/C, No. Ext) (518) 244-4245<br>FAX<br>(A/C, No.) (518) 244-4262<br>E-MAIL<br>ADDRESS:   |
| <b>INSURED</b><br><br>Bridges Healthcare, Inc.<br>941-949 Bridgeport Avenue<br>Milford, CT 06460            | <b>INSURER(S) AFFORDING COVERAGE</b><br>NAIC #<br><b>INSURER A:</b> Philadelphia Indemnity Insurance Company 18058<br><b>INSURER B:</b> Workers' Compensation Trust XXXXX<br><b>INSURER C:</b><br><b>INSURER D:</b><br><b>INSURER E:</b><br><b>INSURER F:</b> |

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE   | ADD. SUBR. W/CD | POLICY NUMBER | POLICY EFF. (MM/DD/YYYY) | POLICY EXP. (MM/DD/YYYY) | LIMITS   |
|----------|---|-----------------|---------------|--------------------------|--------------------------|--|
| A X      | <b>COMMERCIAL GENERAL LIABILITY</b><br>CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER<br>POLICY <input type="checkbox"/> PER OCC <input checked="" type="checkbox"/> LOC<br>OTHER |                 | PHPK2524442   | 3/1/2023                 | 3/1/2024                 | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000<br>MLD EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 3,000,000<br>PRODUCTS - COMPOUND AGG \$ 3,000,000 |
| A        | <b>AUTOMOBILE LIABILITY</b><br><input checked="" type="checkbox"/> ANY AUTO<br>OWNED AUTOS ONLY      SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY      NON-OWNED AUTOS ONLY                                       |                 | PHPK2524442   | 3/1/2023                 | 3/1/2024                 | COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$   |
| A X      | <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR<br><b>EXCESS LIAB</b> CLAIMS-MADE<br>DED <input checked="" type="checkbox"/> RETENTIONS 10,000   |                 | PHUB853396    | 3/1/2023                 | 3/1/2024                 | EACH OCCURRENCE \$ 4,000,000<br>AGGREGATE \$ 4,000,000   |
| B        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                     | Y/N<br>N N/A    | 00617-27      | 3/1/2023                 | 3/1/2024                 | <input checked="" type="checkbox"/> PER STATUTE      OT-CR<br>E.L. EACH ACCIDENT \$ 2,500,000<br>E.L. DISEASE - FA EMPLOYEE \$ 2,500,000<br>E.L. DISEASE - POLICY LIMIT \$ 2,500,000   |
| A        | <b>Professional Liab</b>  |                 | PHPK2524442   | 3/1/2023                 | 3/1/2024                 | Occ \$1,000,000 Agg \$ 3,000,000   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Operations usual and incidental to the business of the named insured

|  |  |
|--|--|
| <b>CERTIFICATE HOLDER</b><br><br>City of West Haven<br>355 Main Street<br>West Haven, CT 06516 | <b>CANCELLATION</b><br><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|--|--|





# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

**1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**Bridges Healthcare, Inc.**

**2** Business name/disregarded entity name, if different from above

**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/Vestee

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) >

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) >

**4** Exemptions (codes apply only to certain entities, not individuals, see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

*(Applies to accounts maintained outside the U.S.)*

**5** Address (number, street, and apt. or suite no.) See instructions.  
**941-949 Bridgeport Avenue**

**6** City, state, and ZIP code  
**Millford CT 06460**

Requester's name and address (optional)  
**City of West Haven**  
**355 Main Street**  
**West Haven, CT 06516**

**7** List account number(s) here (optional)

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

|  |  |  |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

OR

Employer identification number

|   |   |  |   |   |   |   |   |   |   |
|---|---|--|---|---|---|---|---|---|---|
| 0 | 6 |  | 0 | 8 | 6 | 7 | 9 | 7 | 8 |
|---|---|--|---|---|---|---|---|---|---|

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here \_\_\_\_\_ Signature of U.S. person > *[Signature]*

Date > **August 23, 2023**

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1098-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



# Secretary of the State of Connecticut Certificate of Legal Existence

Certificate of Legal Existence Certificate

Date Issued: Monday, August 21, 2023 9:56 AM

I, the Connecticut Secretary of the State, and keeper of the seal thereof, do hereby certify, that the certificate of incorporation for the below domestic Non-Stock corporation was filed in this office.

A certificate of dissolution has not been filed, the corporation has filed all annual reports, and so far, as indicated by the records of this office, such corporation is in existence.

## Business Details

Business Name BRIDGES HEALTHCARE, INC.

Business ALEI US-CT.BER:0094819

Formation Date 04/27/1964

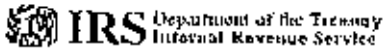


Secretary of the State

Business ALEI: US-CT.BER:0094819  
Note: To verify this certificate, visit [Business.ct.gov](https://Business.ct.gov)

Certificate Number: C-00104541





OGDEN UT 84201-0038

In reply refer to: 4051091934  
Feb. 27, 2017 LTR 4168C 0  
86-0867978 000000 00  
00037334  
BQDC: TE

BRIDGES HEALTHCARE INC  
949 BRIDGEPORT AVE  
MILFORD CT 06460-3142



000576

Employer ID Number: 06-0867978  
Form 990 required: YES

Dear Taxpayer:

This is in response to your request dated Jan. 27, 2017, regarding your tax-exempt status.

We issued you a determination letter in MARCH 1973, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

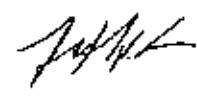
For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

4051091934  
Feb. 27, 2017 LTR 4168C 0  
06-0867978 000000 00  
00037335

BRIDGES HEALTHCARE INC  
949 BRIDGEPORT AVE  
MILFORD CT 06460-3142

Sincerely yours,



Jeffrey I. Cooper  
Director, EO Rulings & Agreement



Pursuant to the Bylaws of Bridges Healthcare, Inc. and federal, state, and local funding resources and financial institutions, an annual corporate resolution for authorized signers on behalf of Bridges Healthcare, Inc. was presented for approval.

**BE IT RESOLVED** that the President and CEO, Jennifer Fiorillo, and in her absence, the Board Chairperson, Joan Cretella, are empowered to enter into and amend contractual instruments in the name of Bridges Healthcare, Inc. and to affix the corporate seal.

**BE IT ALSO RESOLVED** that the President and CEO, Jennifer Fiorillo and/or her designee(s), Chief of Fiscal Operations, Carlos Rodriguez; and/or Director of Human Resources and Facilities, Valerie F. Ferrante, are authorized to enter into and sign resolutions or corporate documentation with financial institutions where the corporation has authorized accounts.


**IN WITNESS WHEREOF**, the undersigned has affixed his signature and the corporate seal of Bridges Healthcare, Inc. this 17<sup>th</sup> day of October, 2022.

(SEAL)

  
Raymond Vitali, Secretary

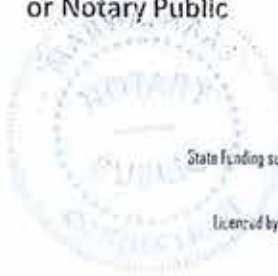
STATE OF CONNECTICUT  
County of New Haven  
City of Milford

Personally appeared before me this 17<sup>th</sup> day of October 2022, Raymond Vitali, Secretary of Bridges Healthcare, Inc. and made oath that the above is a true copy from the records of the Corporation.

  
Commissioner of the Superior Court  
or Notary Public

April 30, 2024  
Expiration Date of Notary Public

MARY A. HAAS  
NOTARY PUBLIC OF CONNECTICUT  
My Commission Expires 04/30/2024





## ARPA GRANT – FOOD INSECURITY

- Applications from New Reach/Fish; Vertical Church; and Savin Rock Properties were received and accepted.
- Awards were :
  - Vertical Church - \$150,000
  - New Reach/Fish - \$75,000
  - Savin Rock Properties - \$75,000
- Contracts and Budgets for each disbursement is included in this packet.



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American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recover Funds Subaward Agreement  
Between  
THE CITY OF WEST HAVEN, CONNECTICUT  
and  
NEW REACH, INC.

**Article I. Overview.**

**Section 1.1. Parties.** The parties to this agreement (“Agreement”) are the CITY OF WEST HAVEN, CONNECTICUT (“City”) and NEW REACH, INC., a Connecticut non-profit corporation (“Subrecipient”).

**Section 1.2. Definitions.** The definitions in 2 C.F.R. 200.1 are hereby incorporated into this Agreement.

**Section 1.3. Roles.** For the purposes of this Agreement, the City serves as a pass-through entity.

**Section 1.4. Source of Funding.** This Agreement is funded by a portion of the Twenty-Nine Million Eight Thousand Five Hundred Seventy-Six Dollars (\$29,008,576.00) allocated to the City by the Coronavirus State Local Fiscal Recovery Fund created under section 603 of the American Rescue Plan Act of 2021 (“ARP/CSLFRF”).

**Section 1.5. Purpose.** The purpose of this Agreement is to establish the terms and conditions for a subaward allocated to the Subrecipient from the City (“Subaward”).

**Section 1.6. Disclosures.** Federal regulations, specifically 2 C.F.R. 200.331(a)(1), require the City to provide the Subrecipient with specific information about this Subaward. All required information is listed in Exhibit A (Subaward Data).

**Section 1.7. Term.** This Agreement shall govern the performance of the parties for the period from [     ] [     ], 2023 (the “Effective Date”) through December 31, 2024 (the “Expiration Date”), unless earlier terminated by either party in accordance with the terms of this Agreement, or extended by the City in its sole and exclusive discretion (the “Agreement Term”).

**Article II. Scope of Funded Activities.**

**Section 2.1. Scope of Services.** Subrecipient shall perform all activities described in the scope of activities, attached hereto as Exhibit B (Approved Activities). Such activities are referred to in this Agreement as “Approved Activities.”

**Section 2.2. Budget.** Subrecipient shall perform the Approved Activities in accordance with the program budget as approved by the City and attached hereto as Exhibit C (Approved Budget). Such approved program budget is referred to in this Agreement as the “Approved Budget.”

**Section 2.3. Prior Approval for Changes.** Subrecipient may not transfer allocated funds among cost categories within a budgeted program account without the prior written approval of the City, which approval may be granted or withheld in the City’s sole and exclusive discretion; nor shall Subrecipient make any changes, directly or indirectly, to program design, Approved Activities, or Approved Budget without the prior written approval of the City, which approval may be granted or withheld in the City’s sole and exclusive discretion.

**Article III. Compensation.**

**Section 3.1. Payment of Funds.** The City agrees to reimburse Subrecipient for costs actually incurred and paid by Subrecipient in accordance with the Approved Budget and for the performance of the Approved Activities under

this Agreement in accordance with the provisions of this Agreement in an amount not to exceed SEVENTY=FIVE THOUSAND DOLLARS (\$75,000.00) ("Total Agreement Funds"). Notwithstanding anything to the contrary in the immediately preceding sentence, the City may, in its sole and exclusive discretion, advance all or any portion of the Total Agreement Funds to Subrecipient. The amount of Total Agreement Funds, however, is subject to adjustment by the City if a substantial change is made in the Approved Activities that affects this Agreement or if this Agreement is terminated prior to the expiration of the Agreement Term. Program funds shall not be expended prior to the Effective Date or following the earlier of the Expiration Date or the last day of the Agreement Term. Costs incurred shall only be as necessary and allowable to carry out the purposes and activities of the Approved Activities and may not exceed the maximum limits set in the Approved Budget. Expenses charged against the Total Agreement Funds shall be incurred in accordance with this Agreement. To the extent the City, in its sole and exclusive discretion, advances all or any portion of the Total Agreement Funds to Subrecipient, to the extent subrecipient spends advanced funds on unallowable costs or expenses, Subrecipient shall reimburse the City for such unallowable costs or expenses within thirty (30) days after becoming aware of expenditure of advanced funds on unallowable costs or expenses. The City may withhold any Total Agreement Funds not yet disbursed to Subrecipient in an amount equal to such unallowable costs and expenses.

**Section. 3.2. Invoices.** On or before the tenth (10th) day of each month and, in any event, no later than thirty (30) days after the earlier of the expiration or termination of this Agreement, Subrecipient shall submit invoices and associated receipts, in a format dictated by the City, for the most recent month ended, to:

Rick Spreyer  
Purchasing Director  
City of West Haven  
355 Main St.  
West Haven, CT 06516  
203-937-3624  
[rspreyer@westhaven-ct.gov](mailto:rspreyer@westhaven-ct.gov)

setting forth actual expenditures of Subrecipient in accordance with this Agreement. Each monthly invoice shall contain a certification by Subrecipient that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering this Agreement remains true and correct in all material respects. Within forty-five (45) days from the date it receives such invoice, the City may disapprove the requested reimbursement claim in whole or in part. To the extent the reimbursement claim is so disapproved, the City shall notify Subrecipient as to the disapproval. A decision by the City to disapprove all or any part of an invoice is final. There is no appeal process for Subrecipient. To the extent the City approves a request for payment, then the City will disburse the funds within forty-five (45) days after receiving Subrecipient's request for payment. To the extent the City, in its sole and exclusive discretion, advances all or any portion of the Total Agreement Funds, the applicable monthly invoice shall fully account for disbursements of advanced funds in the immediately prior month, together with such information as required by the City in its sole and exclusive discretion to verify that advanced sums have been used for allowable costs and expenses.

**Section. 3.3. City's Subaward Obligations Contingent on Federal Funding and Subrecipient Compliance.** The payment of funds to Subrecipient under the terms of this Agreement shall be contingent on the receipt of such funds by the City from the ARP/CSLFRF and shall be subject to Subrecipient's continued eligibility to receive funds under the applicable provisions of state and federal laws, as well as Subrecipient's continued compliance with this Agreement. If the amount of funds that the City receives from the ARP/CSLFRF is reduced, the City may reduce the amount of funds awarded under this Agreement or terminate this Agreement in its sole and exclusive discretion. The City may also deny payment for Subrecipient's expenditures for Approved Activities where invoices or other reports are not submitted by the deadlines specified in this Agreement or for the failure of Subrecipient to comply with the terms and conditions of this Agreement.

#### **Article IV. Financial Accountability and Grant Administration.**

**Section. 4.1. Financial Management.** Subrecipient shall maintain a financial management system and financial records related to all transactions with funds received pursuant to this Agreement and with any program income earned as a result of funds received pursuant to this Agreement. Subrecipient must administer funds received pursuant to this Agreement in accordance with all applicable federal and state requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as required by the ARP/CSLFRF Assistance Listing (21.027). Subrecipient shall adopt such additional financial management procedures as may from time-to-time be prescribed by the City if required by applicable federal or state laws or regulations, or guidelines from the U.S. Department of the Treasury. Subrecipient shall maintain detailed, itemized documentation and other necessary records of all income received and expenses incurred pursuant to this Agreement.

**Section. 4.2. Limitations on Expenditures.** The City shall only reimburse Subrecipient for documented expenditures incurred during the Agreement Term that are: (i) reasonable and necessary to carry out the scope of Approved Activities described in Exhibit B (Approved Activities); (ii) documented by contracts or other documentation consistent with the established City and Subrecipient procedures; and (iii) incurred in accordance with all applicable requirements for the expenditure of funds payable under this Agreement.

**Section. 4.3. Indirect Cost Rate.** The indirect cost rate, if any, indicated in Exhibit C (Approved Budget) shall apply to this Agreement. If Subrecipient has a Negotiated Indirect Cost Rate Agreement ("NICRA") with another federal agency that is higher than the *de minimis* indirect rate of ten percent (10%), Subrecipient's NICRA shall be used to calculate its indirect rate. See 2 C.F.R. 200.332(a)(4)(ii).

**Section. 4.4. Financial and Other Reports.** Subrecipient shall submit to the City such reports and back-up data as may be required by the Federal Government or the City, including such reports that enable the City to submit its own reports to the U.S. Department of the Treasury at least fifteen (15) days in advance of the applicable due dates of the City's report deadlines with the U.S. Department of the Treasury. For the U.S. Department of the Treasury reporting requirements and deadlines for project and expenditure reports and recovery plans, see the most recently issued U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds Guidance on Recipient Compliance and Reporting Responsibilities at <https://www.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section. 4.5. Improper Payments.** Any item of expenditure by Subrecipient under the terms of this Agreement that is found by auditors, investigators, and other authorized representatives of the City, the U.S. Department of the Treasury, or other federal or state instrumentality to be improper, unallowable, in violation of federal or state law, or the provisions of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities of Subrecipient, shall become Subrecipient's liability, and shall be paid solely by Subrecipient, immediately upon notification of such, from funds other than those provided by the City under this Agreement or any other agreement between the City and Subrecipient. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill its intent.

**Section. 4.6. Audits.** Subrecipient certifies compliance with applicable provisions of 2 C.F.R. 200.501-200.521, and continued compliance with these provisions during and after the term of this Agreement for so long as is necessary to fulfill the intent of this Section. If Subrecipient is not required to have a Single Audit as defined by 200.501, U.S. Department of the Treasury requirements, or the Single Audit Act, then, upon the City's request, Subrecipient shall have a financial audit performed yearly by an independent Certified Public Accountant. The audit shall be conducted in accordance with generally accepted accounting principles, and auditing standards generally accepted in the United States of America, on the use and status of funds governed by this Agreement. Subrecipient shall provide notice of the completion of any required audits and will provide each such audit report to the City within sixty (60) days following completion of the applicable audit. Subrecipient shall provide the City with notice of any adverse findings in each such audit that impact this Agreement, together with a corrective action plan to address the matters listed in the adverse findings. Such corrective action plan shall be provided to the City within thirty (30) days after the applicable audit report and shall be subject to the City's written approval in the City's sole and exclusive discretion. This obligation shall survive the expiration or earlier termination of this Agreement for so long as is



necessary to fulfill the intent of this Section.

**Section. 4.7. Closeout.** Final payment request(s) under this Agreement must be received by the City no later than thirty (30) days after the earlier of the Expiration Date or the last day of the Agreement Term. The City will not accept a payment request submitted after this date. In consideration of the City's obligations under this Agreement, Subrecipient agrees that acceptance of final payment from the City will constitute an agreement by Subrecipient to release and forever discharge the City, its agents, employees, officers, representatives, affiliates, successors and assigns from any and all claims, demands, damages, liabilities, actions, causes of action or suits of any nature whatsoever that Subrecipient has at the time of acceptance of final payment or may thereafter have, arising out of, in connection with, or in any way relating to any and all injuries and damages of any kind as a result of or in any way relating to this Agreement. The Subrecipient's obligations to the City under this Agreement shall not terminate until all closeout requirements are completed to the satisfaction of the City. Such requirements shall include submitting final reports to the City and providing any closeout-related information requested by the City by the deadlines specified by the City. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

#### **Article V. Compliance with Grant Agreement and Applicable Laws.**

**Section. 5.1. General Compliance.** Subrecipient shall perform all Approved Activities funded under this Agreement in accordance with this Agreement, the award agreement between the City and the U.S. Department of the Treasury, and all applicable federal, state and local requirements, including all applicable statutes, rules, regulations, executive orders, directives or other requirements. Such requirements may be different from Subrecipient's current policies and practices. The City may assist Subrecipient in complying with all applicable requirements. However, Subrecipient shall remain fully responsible for ensuring its compliance with all applicable requirements.

**Section. 5.2. Expenditure Authority.** This Agreement is subject to the laws, regulations, and guidance documents authorizing and implementing the ARP/CSLFRF grant, including, but not limited to, the following:

**Authorizing Statute.** Section 603 of the *Social Security Act* (42 U.S.C. 803), as added by section 9901(a) of the *American Rescue Plan Act of 2021* (Pub. L. No. 117-2);

**Implementing Regulations.** Subpart A of 31 C.F.R. Part 35 (Coronavirus State and Local Fiscal Recovery Funds), as adopted in the *Coronavirus State and Local Fiscal Recovery Funds* interim final rule (86 F.R. 26786, applicable May 17, 2021 through March 31, 2022) and final rule (87 F.R. 4338, applicable January 27, 2022 through the end of the ARP/CSLFRF award term), and other subsequent regulations implementing Section 603 of the *Social Security Act* (42 U.S.C. 803); and

**Guidance Documents.** Applicable guidance documents issued from time-to-time by the U.S. Department of the Treasury, including the currently applicable version of the *Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds*.<sup>1</sup>

This Agreement is also subject to all applicable laws, rules and regulations of the State of Connecticut, as well as all applicable ordinances, rules and regulations of the City.

**Section. 5.3. Federal Grant Administration Requirements.** Subrecipient shall comply with the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 2 C.F.R. Part 200 ("UG"), as adopted by the Department of Treasury at 2 C.F.R. Part 1000 and as set forth in the [Assistance Listing for ARP/CSLFRF \[21.027\]](#). These requirements dictate how Subrecipient must administer this Subaward and how the City must oversee Subrecipient.

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<sup>1</sup> <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>.

The applicable UG provisions are as follows:

**Subpart A, Acronyms and Definitions**

**Subpart B, General provisions**

**Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards** (except 2 C.F.R. 200.204, .205, .210, and .213)

**Subpart D, Post Federal Award Requirements** (except 2 C.F.R. 200.305(b)(8) & (9), .308, .309, and .320(c)(4))

**Subpart E, Cost Principles**

**Subpart F, Audit Requirements**

**2 C.F.R. Part 25** (Universal Identifier & System for Award Management)

**2 C.F.R. Part 170** (Reporting Subaward and Executive Compensation Information)

**2 C.F.R. Part 180** (Office of Management and Budget ("OMB") Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement))

Subrecipient shall document compliance with UG requirements, including adoption and implementation of all required policies and procedures, within thirty (30) days of the execution of this Agreement and during all subsequent reviews during the Agreement Term. The City may provide sample policies or other assistance to Subrecipient in meeting these compliance requirements. Regardless of the City's assistance, it is the Subrecipient's responsibility to fully comply with all UG requirements. Failure to do so may result in termination of the Agreement by the City.

**Section. 5.4. Procurement Requirements.**

(a) In matters relating to procurement of goods and/or services, the Subrecipient shall comply with the following:

**1. Procurement Requirements and Procedures**

Subrecipient shall follow the procurement procedures set out in Chapter 42 of the Code of the City of West Haven ("Purchasing Procedures").

(a) for projects less than \$2,500.00, no competitive bid is required, but Subrecipient should document any proposals received and accepted;

(b) for projects between \$2,500.00 and \$10,000.00, the Open Market Procedure set forth in Code Section 42-9 shall be followed. Subrecipient shall obtain at least three (3) competitive proposals, and the award shall be made in accordance with Code Section 42-9; and

(c) for proposals in excess of \$10,000.00, the competitive bidding process set forth in Code Sections 42-6 through 42-8 shall be followed. The City agrees to assist, as requested, in the competitive bidding process.

**2. Reporting.** Subrecipient shall file quarterly written reports with the City in form and substance required by the City regarding Subrecipient's activities pursuant to this Agreement and use of funds provided under this Agreement including, without limitation, the status of all contracts utilizing funds provided under this Agreement.

**3. City review of solicitations.** Except for micro-purchases made pursuant to 2 C.F.R. 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. 200.320(a)(2), if Subrecipient proposes to enter into any contract for the performance of any of the Approved Activities under this Agreement, then the Subrecipient shall forward to the City a copy of any solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. The City will review the solicitation and provide comments, if any, to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. 200.324, the City will review the solicitation for compliance with applicable procurement standards; *provided, however*, the City's review and comments shall not constitute approval of the solicitation. Notwithstanding the City's review and comment, Subrecipient

remains bound by all applicable laws, regulations, and Agreement terms and conditions. If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable.

4. **City review of contracts.** Except for micro-purchases pursuant to 2 C.F.R. 200.320(a), if Subrecipient proposes to enter into any contracts for the performance of any of the Approved Activities under this Agreement, all such contracts shall be in writing and Subrecipient shall forward to the City a copy of each written contract prior to contract execution. The City shall review the unexecuted contract for compliance with applicable requirements and provide comments, if any, or a statement of no comment to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. §200.324, the City will review the unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§200.318 through 200.327 as well as Appendix II to 2 C.F.R. Part 200. The City's review and comments shall not constitute an approval of the contract. Regardless of the City's review, Subrecipient shall remain bound by all applicable laws, regulations, and Agreement terms and conditions. If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable. Subrecipient must correct the noted deficiencies before executing the applicable contract.

(b) **Mandatory Contract Provisions.** Subrecipient must include contract provisions required by UG and other state and federal laws and regulations, and as otherwise dictated by the City.

**Section 5.5. Subawards.** In executing this Agreement, Subrecipient may not provide a further subaward of funds provided under this Agreement without prior written approval from the City, which approval may be granted or withheld in the City's sole and exclusive discretion.

**Section 5.6. Property Management.** All real property acquired or improved, and equipment or supplies purchased in whole or in part for use in connection with such real property with ARP/CSLFRF funds, must be used, insured, managed, and disposed of in accordance with 2 C.F.R. 200.311 through 2 C.F.R. 200.316.

**Section 5.7 Program Income.** If Subrecipient earns program income, as defined in 2 C.F.R. 200.1 during the Agreement Term, it must segregate the gross proceeds of the program income and follow the provisions in 2 C.F.R. 200.307.

**Section. 5.8. Federal Restrictions on Lobbying.** Subrecipient shall comply with the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, Subrecipient may not use any federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipient shall certify in writing that Subrecipient has not made, and will not make, any payment prohibited by these requirements using the form provided in Exhibit D (Lobbying Certifications).

**Section. 5.9. Universal Identifier and System for Award Management (SAM).** Subrecipient shall obtain, and provide to the City, a unique entity identifier assigned by the System for Award Management (SAM), which is accessible at [www.sam.gov](http://www.sam.gov).

**Section. 5.10. Equal Opportunity and Other Requirements.** Subrecipient shall adopt and enact a nondiscrimination policy consistent with the requirements in this Section.

- (a) **Civil Rights Laws.** Subrecipient shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d *et seq.*) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance.

(b) **Fair Housing Laws.** If applicable to Subrecipient's activities, Subrecipient shall comply with the Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.

(c) **Disability Protections.** Subrecipient shall comply with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.

(d) **Age Discrimination.** Subrecipient shall comply with the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101 *et seq.*), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance.

(e) **Americans with Disabilities Act.** Subrecipient shall comply with Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 *et seq.*), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

**Section. 5.11. Suspension and Debarment.** Subrecipient shall comply with the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 C.F.R. Part 180, as adopted by the U.S. Department of Treasury at 31 C.F.R. Part 19. Subrecipient represents that neither it, nor any of its principals has been debarred, suspended, or otherwise determined ineligible to participate in federal assistance awards or contracts. Subrecipient further agrees that it will notify the City immediately if it or any of its principals is placed on the list of parties excluded from federal procurement or nonprocurement programs available at [www.sam.gov](http://www.sam.gov).

**Section. 5.12. Federal Funding Accountability and Transparency Act of 2006.** Subrecipient shall provide the City with all information requested by the City to enable the City to comply with the reporting requirements of the *Federal Funding Accountability and Transparency Act of 2006* (31 U.S.C. 6101).

**Section. 5.13. Licenses, Certifications, Permits, Accreditation.** Subrecipient shall obtain and keep current any license, certification, permit, or accreditation required by federal, state, or local law and shall submit to the City proof of any licensure, certification, permit or accreditation upon request.

**Section. 5.14. Publications.** Any publications produced with funds from this Agreement shall display the following language: "This project [is being] [was] supported, in whole or in part, by funds federal awarded to the City of West Haven, Connecticut by the U.S. Department of the Treasury under the American Rescue Pan Act of 2021."

**Section 5.15. Program for Enhancement of Contractor Employee Protections.** Subrecipient is hereby notified that it is required to inform its employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform its employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a contractor or subgrantee of Subrecipient.

**Section 5.16. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment.** Pursuant to 2 C.F.R. 200.216, Subrecipient shall not obligate or expend funds received under this Subaward to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services (as described in Public Law 115-232, section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.

**Section 5.17. Use of Name.** Neither party to this Agreement shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence

and purpose of the relationship that is the subject of this Agreement for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

**Section 5.18. Highest Compensated Officers.** The names and total compensation of the five (5) most highly compensated officers of Subrecipient shall be listed if the Subrecipient in the preceding fiscal year received eighty percent (80%) or more of its annual gross revenues in Federal awards; and Twenty Five Million Dollars (\$25,000,000) or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Code of 1986. If this requirement applies to Subrecipient, Subrecipient will submit the list of its five (5) most highly compensated officers to the City within thirty (30) days of the execution of this Agreement and yearly thereafter during the Agreement Term.

**Section 5.19. Statement of Assurances.** Subrecipient certifies compliance with SF 424B (Statement of Assurances – Non-Construction) and SF424D (Statement of Assurances – Construction), as applicable.

**Section 5.20. Drug-free Workplace Requirements.** Subrecipient shall comply with the U.S. Department of the Treasury's policy implementing 2 C.F.R. 182.

**Section 5.21. Stevens Amendments Requirements.** Subrecipient shall identify that federal assistance funds were used to fund Approved Activities under this Agreement in any publicity and /or signage relating to the funded project or program.

**Section 5.22. Prohibited Telecommunications Expenditures.** The Subrecipient may not charge the City directly or indirectly for any "Covered Telecom," as defined below. The federal government's System for Award Management (SAM) (<https://www.sam.gov>) lists certain "Excluded Parties" (as defined therein) who are excluded from receiving federal awards for "covered telecommunications equipment or services" referenced therein ("Covered Telecom"). Subrecipient is prohibited from directly or indirectly charging the City for Covered Telecom.

#### **Article VI. Cooperation in Monitoring and Evaluation.**

**Section. 6.1. City Responsibilities.** The City shall monitor, evaluate, and provide guidance and direction to Subrecipient in the conduct of Approved Activities performed under this Agreement. The City must determine whether Subrecipient has spent funds in accordance with applicable laws, regulations, including the federal audit requirements and agreements and shall monitor the activities of Subrecipient to ensure that Subrecipient has met such requirements. Subrecipient shall take corrective action as soon as possible to remedy any and all deficiencies found by the City and notified to Subrecipient.

Subrecipient shall fully cooperate with, and shall provide as soon as reasonably practicable, all information, agreements and documents required by the City in connection with the City's monitoring and evaluation of Subrecipient's performance under this Agreement.

#### **Section. 6.2. Subrecipient Responsibilities.**

(a) **Cooperation with City Oversight.** Subrecipient shall permit the City to carry out monitoring and evaluation activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of this Agreement, and Subrecipient agrees to ensure the cooperation of its agents, employees and board members in such monitoring and evaluation efforts. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

(b) **Cooperation with Audits.** Subrecipient shall cooperate fully with any reviews or audits of the activities under this Agreement by authorized representatives of the City, the State of Connecticut, the U.S. Department of

Treasury, and the U.S. Government Accountability Office. Subrecipient agrees to ensure the cooperation of its agents, employees, and board members in any such reviews and audits. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section 6.3. Interventions.** If the City determines that Subrecipient is not in compliance with this Agreement, the City may initiate an intervention, in accordance with 2 C.F.R. 200.208 and 2 C.F.R. 200.339. The degree of Subrecipient's performance or compliance deficiency will determine the degree of intervention. All possible interventions are listed below and will depend on the degree of deficiency in Subrecipient's performance or compliance deficiency.

If the City determines that an intervention is warranted, it shall provide written notice to Subrecipient of the intervention within thirty (30) days of the completion of a report review, desk review, onsite review, audit review, or procedures engagement review or as soon as possible after the City otherwise learns of a compliance or performance deficiency related to the execution of this Agreement. The written notice shall notify Subrecipient of the following related to the intervention:

- (1) The nature of the additional requirements;
- (2) The reason why the additional requirements are being imposed;
- (3) The nature of the action needed to remove the additional requirement, if applicable;
- (4) The time allowed for completing the actions if applicable; and
- (5) The method for requesting reconsideration of the additional requirements imposed.

The City may impose the following interventions on Subrecipient, based on the level of the compliance or performance deficiency that the City determines:

**Level 1 Interventions.** These interventions may be required for minor compliance or performance issues.

- (1) Subrecipient addresses specific internal control, documentation, financial management, compliance, or performance issues within a specified time period;
- (2) More frequent or more thorough reporting by the Subrecipient;
- (3) More frequent monitoring by the City; and/or
- (4) Required Subrecipient technical assistance or training.

**Level 2 Interventions.** These interventions may be required for more serious compliance or performance issues.

- (1) Restrictions on funding payment requests by Subrecipient;
- (2) Disallowing payments to Subrecipient;
- (3) Requiring repayment for disallowed cost items; and/or
- (4) Imposing probationary status on Subrecipient.

**Level 3 Interventions.** These interventions may be required for significant and/or persistent compliance or performance issues.

- (1) Temporary or indefinite funding suspension to Subrecipient;
- (2) Nonrenewal of funding to Subrecipient in subsequent year;
- (3) Terminating funding to Subrecipient in the current year; and/or
- (4) Initiating legal action against Subrecipient.

Interventions will remain in place until the underlying performance or compliance deficiency is addressed to the satisfaction of the City in its sole and exclusive discretion.

**Section 6.4. Records Retention and Access.** Subrecipient shall maintain all records, books, papers and other documents related to its performance of Approved Activities under this Agreement (including without limitation personnel, property, financial and medical records) for a period of at least (a) five (5) years after receipt of the final payment under this Agreement, or (b) five (5) years after the audit pertaining to this Agreement (if any), whichever is later, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving this Agreement. Subrecipient shall make all records, books, papers and other documents



that relate to this Agreement available at all reasonable times for inspection, review and audit by the authorized representatives of the City, State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office. Subrecipient also shall allow the City, the State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and any other state or federal oversight office, at reasonable times, after reasonable notice, to access and inspect all premises at which activities funded under this Agreement are performed.

**Section 6.5. Key Personnel.** Subrecipient shall identify all personnel who will be involved in performing Approved Activities and otherwise administering this Agreement, including at least one project manager and one fiscal officer ("Key Personnel"). Subrecipient shall notify the City of any changes to these personnel within ten (10) days of the change. Key personnel names, titles, and contact information are listed in Exhibit E (Key Personnel). The City, in its sole and exclusive discretion, from time to time, may require Subrecipient to change Key Personnel, which changes must be acceptable to the City in its sole and exclusive discretion. Subrecipient shall implement such changes as soon as reasonably practicable.

**Section 6.6. Risk Assessment, Specific Conditions and Remedies.** The City has conducted or will conduct a risk assessment as required by 2 C.F.R. §200.332(b) and has determined or will determine the Subrecipient's level of risk as low, moderate, or high. Risk assessments may be repeated throughout the project period after scheduled reports, audits, unanticipated issues, or other adverse circumstances that may arise. If the level of risk evaluated is moderate or high, the City will require specific conditions (2 C.F.R. §200.208), including but not limited to: correction of prior audit findings, monthly reporting, prior approvals for funding, or other specific condition until the Subrecipient is eligible for a low risk rating, at which time the specific condition(s) will be removed and the Subrecipient notified. In the event of noncompliance or failure to perform, the City has the authority to apply remedies, as defined in the uniform guidance (2 C.F.R. §200.339), including but not limited to, temporarily withholding payments, disallowances, suspension or termination of the federal award, suspension of other federal awards received by the Subrecipient, debarment or other remedies including civil and/or criminal penalties, as appropriate (§200.332(h)). The City will also consider whether monitoring the results of the Subrecipient necessitate adjustments to its own record (see 2 C.F.R. §200.332(g)).

#### **Article VII. Default and Termination.**

**Section. 7.1. Termination for Cause.** The City may terminate this Agreement for cause after three (3) days' written notice. Without limitation, cause may include misuse of funds, fraud, lack of compliance with applicable rules, laws and regulations, failure to perform on time, or failure to comply with any of the requirements of this Agreement.

**Sec. 7.2. Termination Without Cause.** The City may terminate this Agreement for any reason or for no reason, in its sole and exclusive discretion, by providing Subrecipient with thirty (30) days' prior written notice.

**Sec. 7.3. Termination by Mutual Agreement.** The City and Subrecipient may agree to terminate this Agreement for their mutual convenience through a written amendment to this Agreement. The amendment will state the effective date of the termination and the procedures for proper closeout of the Agreement.

**Sec. 7.4. Termination Procedures.** If this Agreement is terminated, Subrecipient may not incur new obligations for the terminated portion of the Agreement after Subrecipient has received the notification of termination. Subrecipient must cancel as many outstanding obligations as possible. Costs incurred after receipt of the termination notice will be disallowed. Subrecipient shall not be relieved of liability to the City because of any breach of this Agreement by Subrecipient. To the extent not prohibited by law, the City may withhold payments to Subrecipient for the purpose of set-off until the exact amount of damages due the City from Subrecipient is determined.

#### **Article VIII. General Conditions.**

**Section. 8.1. Indemnification.** To the extent permitted by law, Subject to the provisions of Section 15.3, Subrecipient shall be responsible for and shall indemnify and shall defend and hold the City and its employees,

officers and agents (each, an "Indemnified Person") harmless from any and all costs and expenses, including, without limitation, all costs, fees (including, without limitation, attorneys' fees), expenses, losses, liabilities, fines, penalties, damages, claims, demands, judgments, awards, obligations, actions, or proceedings arising out of or related to Subrecipient's acts or omissions, as well as breach of Subrecipient's representations, warranties, covenants and other obligations under this Agreement. Indemnification shall apply irrespective of the date of the assertion of any claim against an Indemnified Person and/or whether the Indemnified Person suffers or incurs any loss or liability before or after the expiration or earlier termination of this Agreement. The provisions of this Section 8.1 shall survive expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section. 8.2. Insurance.** Subrecipient shall maintain insurance coverages in accordance with the requirements set forth in Exhibit F (Insurance Requirements).

**Section. 8.3. Governing Law, Venue and Jurisdiction.** The City and Subrecipient agree that they executed and shall perform this Agreement in the State of Connecticut. This Agreement will be governed by and construed in accordance with the laws of the State of Connecticut without regard to its principles governing conflicts of laws. The exclusive forum and venue for all actions arising out of this Agreement is the Superior Court of the State of Connecticut located in New Haven, Connecticut. Such actions may not be commenced in, nor removed to, federal court unless required by law. If so required, exclusive federal jurisdiction shall lie in the federal District Court for the District of Connecticut located in New Haven, Connecticut. Neither party may object to such jurisdiction and venue, including without limitation, based upon any claim that any such court constitutes an inconvenient forum.

**Section. 8.4. Nonwaiver.** No action or failure to act by the City constitutes a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach of this Agreement, except as specifically agreed in writing. Any waiver by the City on one occasion shall not constitute a waiver of future non-compliance, except to the extent specifically stated in writing by the City.

**Section. 8.5. Limitation of City Authority.** Nothing contained in this Agreement may be deemed or construed to in any way stop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

**Section. 8.6. Severability.** If any provision of this Agreement is determined to be unenforceable in a judicial proceeding, the remainder of this Agreement will remain in full force and effect to the extent permitted by law.

**Section. 8.7. Assignment.** Subrecipient may not assign any of its rights or delegate any of its duties under this Agreement without the City's prior written consent, which consent may be granted or withheld in the City's sole and exclusive discretion. Unless the City otherwise agrees in writing, Subrecipient and all permitted assigns are subject to all the City's defenses and are liable for all of Subrecipient's duties that arise from this Agreement, and all of the City's claims that arise from this Agreement.

**Section. 8.8. Integration.** This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed, or implied, between the parties, other than as set forth or referenced in this Agreement.

**Section. 8.9. Notices.** All notices and other communications required or permitted by this Agreement must be in writing and must be given either by personal delivery, approved carrier, email, or mail, addressed as follows:

- (a) If to the City:
  - Ken Carney, Chair
  - ARPA Committee
  - City of West Haven
  - 355 Main St.

West Haven, CT 06516  
203-530 0006  
kenc@baybrookremodelers.com

(b) If to the Subrecipient:  
[ADDRESS HERE]  
[EMAIL HERE]

**Section 8.10. Due authorization.** Subrecipient represents and warrants to the City that its entering into this Agreement and the performance of its obligations under this Agreement have been duly authorized by necessary corporate action of Subrecipient and that all of its obligations under this Agreement constitute legal, valid and binding obligations of Subrecipient, enforceable in accordance with their respective terms. Subrecipient further represents and warrants that there is no other agreement, instrument or document that prevents or interferes with Subrecipient's entering into and performing its obligations under this Agreement or that would be violated by Subrecipient's entering into and performing its obligations under this Agreement.

**Section 8.11. Headings and captions.** Headings and captions to the articles and sections of this Agreement are for convenience only and shall form no part of this Agreement.

**Section 8.12. Conditions Precedent.** In addition to the condition precedent set forth in Exhibit F regarding insurance, the following are conditions precedent to the effectiveness of this Agreement:

- (a) A W-9 form executed and delivered by Subrecipient to the City that is acceptable to the City in its sole and exclusive discretion;
- (b) A Disclosure and Certification Affidavit executed and delivered by Subrecipient to the City with information that is acceptable to the City in its sole and exclusive discretion. Each invoice by the Subrecipient to the City shall include a certification that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering into this Agreement remains true and correct in all material respects; and
- (c) Evidence of due authorization referenced in Section 8.10 satisfactory to the City in its sole and exclusive discretion.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective authorized signatories and is effective as of the Effective Date.

City of West Haven

New Reach, Inc.

By: \_\_\_\_\_  
Nancy R. Rossi  
Its Mayor

By: \_\_\_\_\_  
[ ]  
Its [ ]

Approved as to form:

\_\_\_\_\_  
Mark J. Malaspina  
Carmody Torrance Sandak & Hennessey LLP

**Exhibit A: Subaward Data**

|  |  |
|--|--|
| Subrecipient Name  | New Reach, Inc.  |
| Subrecipient Unique Entity Identifier:   | [Insert Subrecipient Unique Entity Identifier]   |
| Federal Award Date of Award to the Recipient by the Federal Agency:  | March 3, 2021  |
| Subaward Period of Performance Start Date:   | [ ] __, 2023   |
| Subaward Period of Performance End Date:   | December 31, 2024  |
| Amount of Federal Funds Obligated by this Action by the Pass-Through Entity to the Subrecipient:                         | \$75,000.00  |
| Total Amount of Federal Funds Obligated to the Subrecipient by the Pass-Through Entity Including the Current Obligation: | \$75,000.00  |
| Total Amount of the Federal Award Committed to the Subrecipient by the Pass-Through Entity:                              | \$75,000.00  |
| Federal Award Project Description:   | Food Bank – Project 2022-004   |
| Name of Federal Awarding Agency:   | Department of the Treasury   |
| Name of Pass-Through Entity:   | City of West Haven, Connecticut  |
| Contact Information for City Authorizing Official:   | Ken Carney, Chair<br>ARPA Committee<br>City of West Haven<br>355 Main St.<br>West Haven, CT 06516<br>203-530-0006<br>kenc@baybrookremodelers.com<br>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement |
| Contact Information for City Project Manager:  | Ken Carney, Chair<br>ARPA Committee<br>City of West Haven<br>355 Main St.<br>West Haven, CT 06516<br>203-530-0006<br>kenc@baybrookremodelers.com<br>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement |
| CFDA Number and Name:  | 21.027 – Coronavirus State and Local Fiscal Recovery Funds   |
| Identification of Whether Subaward is R&D:   | No   |
| Subrecipient Indirect Costs:   | See Exhibit C – Approved Budget  |

#### **Exhibit B: Approved Activities**

Funding will be used to support the overall goal of delivering fresh, nutritionally rich food to homebound, food insecure residents of West Haven. There are many costs associated with the delivery of food, such as warehouse space, and staffing to maintain inventories and ensure freshness of stock. None of these costs are passed on to the consumer (New Reach's food delivery is cost-free for the recipients). Funding received will be used to guarantee that the overall mission of feeding our West Haven neighbors can continue and grow to meet all demand. These funds will allow New Reach to maintain and expand its capacity to serve residents of West Haven.

**Exhibit C: Approved Budget**

Consult the applicable ARPA/CSLFRF Final Rule for specific directives and limitations on cost items.

| <b>REVENUES</b>  |   |   | <b>Total Revenue</b>      |
|--|---|---|---------------------------|
| City of West Haven Coronavirus State and Local Fiscal Recovery Funds Awarded |   | \$  |                           |
| <b>Budget Cost Categories</b>  |   | <b>OMB Uniform Guidance Federal Awards Reference 2 C.F.R. 200</b> | <b>Total Expenditures</b> |
| 1.   | Personnel (Salary and Wages)  |   | \$                        |
| 2.   | Fringe Benefits   |   | \$                        |
| 3.   | Travel  |   | \$                        |
| 4.   | Equipment   |   | \$                        |
| 5.   | Supplies  |   | \$                        |
| 6.   | Contractual Services and Subawards                                    |   | \$                        |
| 7.   | Consultant (Professional Service)                                     |   | \$                        |
| 8.   | Construction  |   | \$                        |
| 9.   | Occupancy (Rent and Utilities)  |   | \$                        |
| 10.  | Research and Development (R&D)  |   | \$                        |
| 11.  | Telecommunications  |   | \$                        |
| 12.  | Training and Education  |   | \$                        |
| 13.  | Direct Administrative Costs   |   | \$                        |
| 14.  | Miscellaneous Costs   |   | \$                        |
|  | a. Advertising and public relations costs                             |   |                           |
|  | b. Materials and supplies costs, including costs of computing devices |   |                           |
| 15.  | <i>Add additional cost items as needed</i>                            |   |                           |
| 16.  | Total Direct Costs (add lines 1-15)                                   |   | \$                        |
| 17.  | Total Indirect Costs  |   |                           |
|  | Rate %:   |   | \$                        |
|  | Base*:  |   |                           |
| 18.  | Total Costs Federal Grant Funds (Lines 16 and 17)                     |   | \$                        |
| <b>MUST EQUAL REVENUE TOTALS ABOVE</b>                                       |   |   |                           |

\* The Base is modified direct total costs (MTDC) of the subaward project. Pursuant to 2 C.F.R. 200.68, MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.





**Exhibit E: Key Personnel**

| <b>CITY INFORMATION</b>    |  |
|----------------------------|--|
| Administrative Address:    |  |
| Invoice Address:           |  |
| Project Manager Name:      |  |
| Project Manager Title:     |  |
| Project Manager Email:     |  |
| Project Manager Phone:     |  |
| Fiscal Officer Name:       |  |
| Fiscal Officer Title:      |  |
| Fiscal Officer Email:      |  |
| Fiscal Officer Telephone:  |  |
| <b>STATE INFORMATION</b>   |  |
| Administrative Address:    |  |
| Invoice Address:           |  |
| Project Manager Name:      |  |
| Project Manager Title:     |  |
| Project Manager Email:     |  |
| Project Manager Telephone: |  |
| Fiscal Officer Name:       |  |
| Fiscal Officer Title:      |  |
| Fiscal Officer Email:      |  |
| Fiscal Officer Telephone:  |  |

## EXHIBIT F

### INSURANCE REQUIREMENTS

As a condition precedent to the effectiveness of this Agreement, Subrecipient (referred to hereinafter as the "Contractor") shall deliver to the City of West Haven (referred to hereinafter as the "City") a valid and currently dated Certificate of Insurance (COI).

The insurance coverage carried by the Contractor must be placed with and written by an insurance company admitted to do business in the State of Connecticut, and with a rating of A- or better by A.M. Best.

The insurance coverages carried by the Contractor (shown below) shall apply regardless of whether the operations, actions, derelictions or failures to act, from which any claim arises, are attributable to the Contractor, a subcontractor, a sub-subcontractor, or any consultant, officer, agent, employee or anyone directly or indirectly employed by any of them, including anyone for whose acts any of the aforementioned may be liable by operation of statute, government regulation or applicable state law. Failure of Contractor to provide a Certificate of Insurance shall in no way limit or relieve Contractor of its duties and responsibilities in this Agreement. All policies of insurance shall be written on an occurrence basis.

At a minimum, the COI shall indicate that the following coverages and limits are in place:

1. **Commercial General Liability: Minimum Limits Required:**

- \$2,000,000 General Aggregate
- \$2,000,000 Producers/Completed Operations Aggregate
- \$1,000,000 Each Occurrence
- \$1,000,000 Personal and Advertising Injury
- \$100,000 Fire Damage – Any One Fire
- \$5,000 Medical Expense – Any One Person
  
- The City (and all of its elected or appointed directors, officers, officials, agents, employees and members of all of its boards and commissions) will be included as **Additional Insureds** (collectively, the "Additional Insureds" and individually, an "Additional Insured") onto the CGL policy carried by the Contractor. The Additional Insured coverage shall apply on a **primary and non-contributory basis** and include **completed operations** coverages.
  
- The CGL policy carried by the Contractor shall contain a **Waiver of Subrogation** clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

2. **Business Auto / Commercial Auto Insurance – Minimum Limits required:**

- \$1,000,000 Liability
- The Additional Insureds will be included as **Additional Insureds** on the Commercial Auto/ Business Auto policy carried by the Contractor.
- The Business Auto / Commercial Auto policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

3. **Workers Compensation/Employers Liability Insurance:**

- Coverages and limits as required by law Connecticut State law

- Employer's Liability Limits:
  - \$500,000 each accident
  - \$500,000 aggregate for injury by disease
  - \$500,000 each employee for injury by disease
  - The Workers' Compensation/Employers Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.
4. **Professional Liability Insurance Minimum Limits required (applicable only if Contractor performs professional services):**
- \$2,000,000 per occurrence
  - \$3,000,000 aggregate
5. **Umbrella Liability/Excess Liability: Minimum Limits required (required only if the Contractor is performing professional services):**
- \$5,000,000 Each Occurrence
  - \$5,000,000 General Aggregate
  - Policy will provide excess coverage over the CGL, Business Auto and Workers Compensation/Employer Liability policies carried by the Contractor.
  - The Umbrella / Excess Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

**No Limitation on Liability**

With regard to any/all claims made against any Additional Insured by any employee of the Contractor, any subcontractor or anyone directly or indirectly employed by the Contractor or any subcontractor, or anyone for whose acts the Contractor or any subcontractor might be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation acts, disability benefits acts or other employee benefit acts.

**Cancellation, Renewal and Modification**

The Contractor shall maintain in effect all insurance coverages required under this Agreement at the Contractor's sole expense and with insurance companies acceptable to the City. The policies shall contain a provision that the coverage will not be cancelled or non-renewed until at least thirty (30) days' prior written notice has been given to the City.

**Exhibit C: Approved Budget**

Consult the applicable ARPA/CSLFRF Final Rule for specific directives and limitations on cost items.

| <b>REVENUES</b>  |   |    | <b>Total Revenue</b>      |
|--|---|----|---------------------------|
| City of West Haven Coronavirus State and Local Fiscal Recovery Funds Awarded |   | \$ |                           |
| <b>Budget Cost Categories</b>  | <b>OMB Uniform Guidance Federal Awards Reference 2 C.F.R. 200</b> |    | <b>Total Expenditures</b> |
| 1. Personnel (Salary and Wages)  |   | \$ | 22,874.00                 |
| 2. Fringe Benefits   |   | \$ | 1,876.00                  |
| 3. Travel  |   | \$ |                           |
| 4. Equipment   | Infrastructure: Freezers, Shelving, Electrical, Cameras, Lighting | \$ | 25,000.00                 |
| 5. Supplies  |   | \$ |                           |
| 6. Contractual Services and Subawards  |   | \$ |                           |
| 7. Consultant (Professional Service)   |   | \$ |                           |
| 8. Construction  |   | \$ |                           |
| 9. Occupancy (Rent and Utilities)  |   | \$ |                           |
| 10. Research and Development (R&D)   |   | \$ |                           |
| 11. Telecommunications   | IT, Communications, Software                                      | \$ | 7,950.00                  |
| 12. Training and Education   |   | \$ |                           |
| 13. Direct Administrative Costs  |   | \$ |                           |
| 14. Miscellaneous Costs  | Food for residents of West Haven                                  | \$ | 3,575.00                  |
| a. Advertising and public relations costs                                    |   |    |                           |
| b. Materials and supplies costs, including costs of computing devices        |   |    |                           |
| 15. Add additional cost items as needed                                      |   |    |                           |
| 16. Total Direct Costs (add lines 1-15)                                      |   | \$ | 61,275.00                 |
| 17. Total Indirect Costs   |   |    | 13,725.00                 |
| Rate %: 18.3% per agreement  |   |    |                           |
| Base*:   |   | \$ | 18.3%                     |
| 18. Total Costs Federal Grant Funds (Lines 16 and 17)                        |   | \$ | 75,000.00                 |
| <b>MUST EQUAL REVENUE TOTALS ABOVE</b>                                       |   |    |                           |

\* The Base is modified direct total costs (MTDC) of the subaward project. Pursuant to 2 C.F.R. 200.68, MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

**A. Personnel Service Detail**

| <b>Name</b>    | <b>Title/<br/>Position</b>    | <b>Total<br/>Annual<br/>Salary</b> | <b>Amount of<br/>Salary this<br/>Grant</b> | <b>Monthly<br/>Grant<br/>Amount</b> | <b># of<br/>Grant<br/>Hours<br/>per<br/>Month</b> | <b>Percent<br/>from<br/>Grant</b> |
|----------------|-------------------------------|------------------------------------|--|-------------------------------------|---|-----------------------------------|
| Stephanie Lee  | FISH Pantry<br>Assistant      | \$42,432.00                        | \$6,365.00                                 | \$530.42                            | 26  | 15%                               |
| Joe Amone      | FISH<br>Operations<br>Manager | \$59,160.00                        | \$8,874.00                                 | \$739.50                            | 26  | 15%                               |
| Nancy Williams | Program<br>Manager            | \$50,897.18                        | \$7,635.00                                 | \$636.25                            | 26  | 15%                               |
|                | <b>Sub-total:</b>             | \$152,489.18                       | \$22,874.00                                | \$1,906.17                          | 78  |                                   |

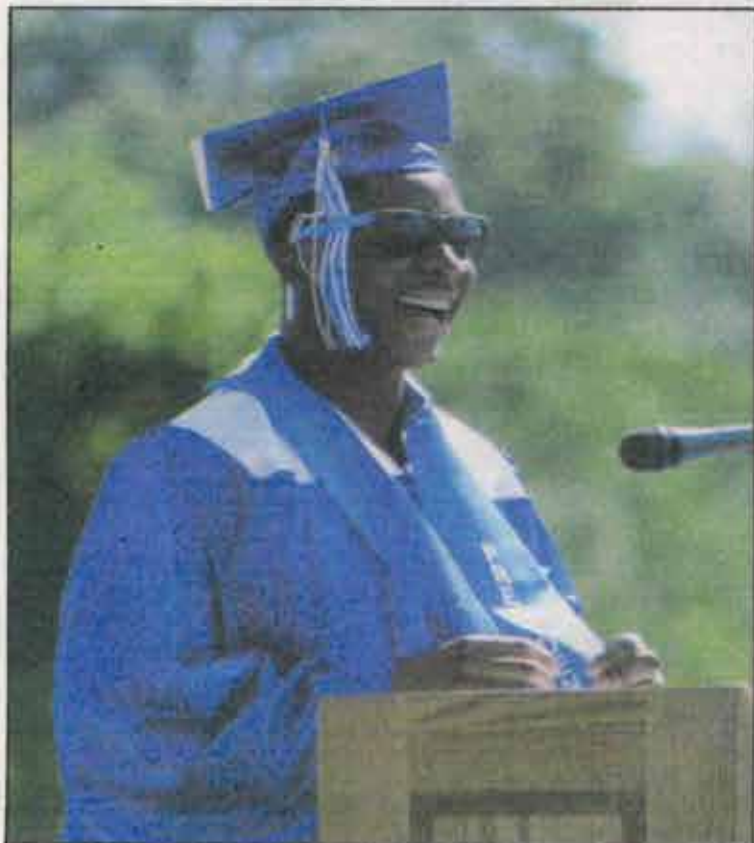
|                            |                   |
|----------------------------|-------------------|
| <b>Fringe Benefits</b>     |                   |
| Social Security (F.I.C.A.) | \$1,700.00        |
| Worker's Compensation      | \$176             |
|                            |                   |
| <b>Fringe Total</b>        | <b>\$1,876.00</b> |



Photos by Todd Dandelske

## Class of '22

Joy and a sense of accomplishment were the orders of the day, Tuesday, with the graduation of the latest senior class at West Haven High School. Photographer Todd Dandelske captured some of the moments at the ceremony.



## Notice of funding opportunity

### ARPA funds in support of food insecurity

Total of funds available: \$400,000

Mayor Nancy R. Rossi announces that the City of West Haven is soliciting financial grant support proposals from charitable organizations that provide services to West Haven residents in support of combatting hunger. Organizations that distribute food, (food banks) operate public feeding services (soup kitchens) or otherwise provide support services that seek to address food insecurity in West Haven are encouraged to apply for grants to be made from the American Rescue Plan Funds as they are made available to the City.

#### Overview

The City of West Haven has received a commitment for certain funds from the U. S. Department of Treasury to address inequities that were exacerbated by the COVID 19 pandemic. Addressing community food insecurity is an authorized use of these funds. The West Haven City Council has authorized Mayor Nancy Rossi to solicit proposals in pursuit of her ARPA spending plan from area charities that serve food insecurity and hunger needs in West Haven for grant requests to further their missions. The total funds anticipated to be expended under this opportunity is \$400,000.

#### Application Deadline

Application forms along with any supporting documents must be emailed in PDF format to [dcolter@westhaven-ct.gov](mailto:dcolter@westhaven-ct.gov) no later than 3:00 pm Thursday June 30th, 2022.

#### DOWNLOAD APPLICATION FROM CITY'S WEBSITE

<https://cityofwesthaven.com/CivicAlerts.aspx?AID=1155>

#### Applicant Qualifications

1.) Non Profit Status: Applicant agencies must be organized as a not-for-profit charitable organization, and have received an IRS determination letter indicating not for profit status. (eg: 501c3 or other applicable designation). Individuals, for-profit businesses, and organizations primarily engaged in political activities are not eligible to apply. IRS status and CT Secretary of State filing and report status must be current and not in default at the time of funding. Groups not duly registered with the IRS may partner with a qualified fiscal sponsor, provided the fiscal sponsor becomes the Applicant and maintains control of all funds and records.

2.) History of Providing Services: Applicant agencies must be able to demonstrate a history and mission success of

providing anti-hunger and food insecurity services to West Haven residents.

#### Transparency

3.) Public Inspection of Records: Applicant Agencies shall agree to allow the City of West Haven, the U.S. Treasury, and their auditing contractors to inspect their financial books and records.

4.) Required Disclosures: Applicant Agencies shall agree to all of the terms and conditions of Federal Funding and the American Rescue Plan Act, including non-discrimination policies, disclosure of lobbying activities, bidding and contracting requirements, required financial reporting, and like activities that are deemed necessary in the sole opinion of the City of West Haven.

a. In accordance with Federal civil rights law, the City of West Haven civil rights regulations and policies, the City of West Haven, its Agencies, offices, and employees, and institutions participating in or administering City funded programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by the City.

b. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the City of West Haven Office of Grants In Aid, via a TTY relay service at 203.937.3620 ext 3010, or by email to [dcolter@westhaven-ct.gov](mailto:dcolter@westhaven-ct.gov). Program information may be made available in languages other than English upon request.

5.) Ethics Disclosure: Applicant Agencies shall provide a City of West Haven ethics disclosure report for the Agency, each of its directors, and each of its paid senior management staff. Such disclosure shall identify any relationships with immediate family, business, or membership to an elected official of the City of West Haven or to any Senior Management staff member of the City of West Haven, including appointed members of the Citizen's ARPA Review Committee.

6.) Purchasing: Applicant Agencies shall comply with the City of West Haven purchasing ordinance for all activities funded by the City.

7.) Advertising and Acknowledgement: Agencies who are chosen for award agree to allow the City of West Haven

to publicize the award and the activities it supports. Agencies agree to provide credit to the City of West Haven and the ARPA funding plan in all publicity of activities funded in whole or in part by this funding opportunity.

#### Objectives

8.) West Haven Beneficiaries: Programs and activities funded by this opportunity shall demonstrate how they will benefit the citizens of West Haven.

9.) Mission: To address hunger and food insecurity issues in the City of West Haven that were exacerbated by the COVID 19 Pandemic, and to build capacity for agencies to address food insecurity beyond the performance dates of this funding opportunity.

10.) Performance Period All funds must be encumbered by June 1st of 2023, and expended by June 1st of 2024. Program Priorities:

11.) Applicants are encouraged to demonstrate how funding under this program will serve the hunger needs of the community beyond the funding timeline by enhancing infrastructure (eg: walk in cooler), building capacity (eg: paid staff, distribution facilities or vehicles) or build out of facilities.

12.) Applicants should consider means of food distribution via schools, faith organizations, delivery to persons who do not have means of travel, addressing language barriers, consideration of disabilities, and addressing cultural and religious needs.

13.) Applicants are encouraged to provide nutritional counseling and food education including food storage and cooking to program recipients.

14.) Funding priority will be given to programs where this funding will enable other matching funds to leverage an opportunity.

15.) Priority will be given to Agencies that are headquartered in West Haven.

16.) Agencies are encouraged to not duplicate services that have other funding sources, and to not propose activities that are covered by other organizations.

17.) Applicants may be requested to appear for an interview with the Citizen's ARPA Review Committee.

18.) Applicants shall make application for funding on a form provided by the City of West Haven, and understand that all documents submitted will become public record.





**CITY OF WEST HAVEN**  
**355 Main St**  
 West Haven, Connecticut 06516

**DISCLOSURE &  
 CERTIFICATION AFFIDAVIT**

**EVERY SECTION MUST BE COMPLETED**

For help completing this form contact Purchasing Director at 203-937-3624

|                         |                                      |
|-------------------------|--------------------------------------|
| Contractor/Vendor Name: | New Reach, Inc                       |
| Address:                | 269 Peck Street, New Haven, CT 06513 |
| Telephone and/or Fax #: | 203-492-4866                         |
| Email Address:          | kday@newreach.org                    |
| Contact Person:         | Kellyann Day                         |

For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

|   |   |  |  |
|---|---|--|--|
| State of  | Connecticut   | County of  | New Haven  |
| I,  | Kellyann Day<br><small>(type or print your name above)</small>  | being first duly sworn, hereby deposes and says that:  |  |
| 1.  | I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.   |  |  |
| X   | 2a. I am the corporate secretary or majority owner (including sole proprietorship) of   | New Reach, Inc   | Insert Company Name above                        |
|   | 2b. Or I am an individual and my name is:   | If an individual, insert your name above   |  |
| X   | 3. I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.  |  |  |
| 4.  | Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply). |  |  |
| X   | 4a.   | As required by Conn. Gen. Stat. §12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are   |  |
|   | 4b.   | The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.  |  |
|   | 4c.   | The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either i) has a PILOT agreement with the City of West Haven or ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default. |  |
| X   | 5.  | Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.   |  |
| 6.  | Please select the applicable representation about the Contractor's business registration:   |  |  |
| X   | 6a.   | Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:   | 6228902-000<br>Insert State Registration # above |
|   | 6b.   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:  | Insert State Registration # above                |
|   | 6c.   | Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:   | Please insert State name above                   |
| Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A). |   |  |  |

7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name   | City Affiliation Role & Time Frame | Contractor Affiliation Role & Time Frame | DOB |
|--------|------------------------------------|--|-----|
| 1 None |                                    |  |     |
| 2      |                                    |  |     |

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name of Contractor or Affiliate | Affiliation (if applicable) | Contract Number | DOB |
|---------------------------------|-----------------------------|-----------------|-----|
| 1 none                          |                             |                 |     |
| 2                               |                             |                 |     |

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Organization Name     | Address                          | Type of Ownership                 |
|-----------------------|----------------------------------|-----------------------------------|
| 1 Geller Commons, LLC | 269 Peck St, New Haven, CT 06513 | 100% controlled by New Reach, Inc |
| 2 Life Haven, Inc     | 269 Peck St, New Haven, CT 06513 | 100% controlled by New Reach, Inc |

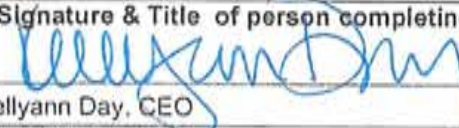
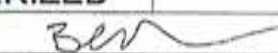
10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name   | Title | % of Ownership | DOB |
|--------|-------|----------------|-----|
| 1 none |       |                |     |
| 2      |       |                |     |

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| TRADE NAME | PLACE OF INCORPORATION/REGISTRY | PRINCIPAL PLACE OF BUSINESS |
|------------|---------------------------------|-----------------------------|
| 1 none     |                                 |                             |
| 2          |                                 |                             |

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

|  |  |                                   |      |
|--|--|-----------------------------------|------|
| Signature & Title of person completing this form:  |  |                                   |      |
|                       |  |                                   |      |
| Kellyann Day, CEO  |  |                                   |      |
| <b>THIS FORM MUST BE NOTARIZED</b>   |  | <b>NOTARY SEAL (if available)</b> |      |
| Signature of Notary:  |  |                                   |      |
| Subscribed and sworn to, before me on this: 8 <sup>th</sup>  |  | Day of                            | June |
| My Commission Expires: April 30, 2028  |  |                                   |      |

**BRENDA KEO  
NOTARY PUBLIC**

*This form should be mailed or emailed to the purchasing department or included in the commission expires June 30, 2028*

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

---

American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recover Funds Subaward Agreement  
Between  
THE CITY OF WEST HAVEN, CONNECTICUT  
and  
LIVING WORD MINISTRIES INC.  
DBA DREAM CENTER OF WEST HAVEN, ALSO KNOWN AS LIVING WORD MINISTRIES DBA VERTICAL CHURCH

**Article I. Overview.**

**Section 1.1. Parties.** The parties to this agreement ("Agreement") are the CITY OF WEST HAVEN, CONNECTICUT ("City") and LIVING WORD MINISTRIES INC. DBA DREAM CENTER OF WEST HAVEN, ALSO KNOWN AS LIVING WORD MINISTRIES DBA VERTICAL CHURCH, a Connecticut non-profit corporation ("Subrecipient").

**Section 1.2. Definitions.** The definitions in 2 C.F.R. 200.1 are hereby incorporated into this Agreement.

**Section 1.3. Roles.** For the purposes of this Agreement, the City serves as a pass-through entity.

**Section 1.4. Source of Funding.** This Agreement is funded by a portion of the Twenty-Nine Million Eight Thousand Five Hundred Seventy-Six Dollars (\$29,008,576.00) allocated to the City by the Coronavirus State Local Fiscal Recovery Fund created under section 603 of the American Rescue Plan Act of 2021 ("ARP/CSLFRF").

**Section 1.5. Purpose.** The purpose of this Agreement is to establish the terms and conditions for a subaward allocated to the Subrecipient from the City ("Subaward").

**Section 1.6. Disclosures.** Federal regulations, specifically 2 C.F.R. 200.331(a)(1), require the City to provide the Subrecipient with specific information about this Subaward. All required information is listed in Exhibit A (Subaward Data).

**Section 1.7. Term.** This Agreement shall govern the performance of the parties for the period from January 1, 2023 (the "Effective Date") through December 31, 2024 (the "Expiration Date"), unless earlier terminated by either party in accordance with the terms of this Agreement, or extended by the City in its sole and exclusive discretion (the "Agreement Term").

**Article II. Scope of Funded Activities.**

**Section 2.1. Scope of Services.** Subrecipient shall perform all activities described in the scope of activities, attached hereto as Exhibit B (Approved Activities). Such activities are referred to in this Agreement as "Approved Activities."

**Section 2.2. Budget.** Subrecipient shall perform the Approved Activities in accordance with the program budget as approved by the City and attached hereto as Exhibit C (Approved Budget). Such approved program budget is referred to in this Agreement as the "Approved Budget."

**Section 2.3. Prior Approval for Changes.** Subrecipient may not transfer allocated funds among cost categories within a budgeted program account without the prior written approval of the City, which approval may be granted or withheld in the City's sole and exclusive discretion; nor shall Subrecipient make any changes, directly or indirectly, to program design, Approved Activities, or Approved Budget without the prior written approval of the City, which approval may be granted or withheld in the City's sole and exclusive discretion.

**Article III. Compensation.**

**Section 3.1. Payment of Funds.** The City agrees to reimburse Subrecipient for costs actually incurred and paid by Subrecipient in accordance with the Approved Budget and for the performance of the Approved Activities under



this Agreement in accordance with the provisions of this Agreement in an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00) ("Total Agreement Funds"). Notwithstanding anything to the contrary in the immediately preceding sentence, the City may, in its sole and exclusive discretion, advance all or any portion of the Total Agreement Funds to Subrecipient. The amount of Total Agreement Funds, however, is subject to adjustment by the City if a substantial change is made in the Approved Activities that affects this Agreement or if this Agreement is terminated prior to the expiration of the Agreement Term. Program funds shall not be expended prior to the Effective Date or following the earlier of the Expiration Date or the last day of the Agreement Term. Costs incurred shall only be as necessary and allowable to carry out the purposes and activities of the Approved Activities and may not exceed the maximum limits set in the Approved Budget. Expenses charged against the Total Agreement Funds shall be incurred in accordance with this Agreement. To the extent the City, in its sole and exclusive discretion, advances all or any portion of the Total Agreement Funds to Subrecipient, to the extent subrecipient spends advanced funds on unallowable costs or expenses, Subrecipient shall reimburse the City for such unallowable costs or expenses within thirty (30) days after becoming aware of expenditure of advanced funds on unallowable costs or expenses. The City may withhold any Total Agreement Funds not yet disbursed to Subrecipient in an amount equal to such unallowable costs and expenses.

**Section. 3.2. Invoices.** On or before the tenth (10th) day of each month and, in any event, no later than thirty (30) days after the earlier of the expiration or termination of this Agreement, Subrecipient shall submit invoices and associated receipts, in a format dictated by the City, for the most recent month ended, to:

Rick Spreyer  
Purchasing Director  
City of West Haven  
355 Main St.  
West Haven, CT 06516  
203-937-3624  
[rspreyer@westhaven-ct.gov](mailto:rspreyer@westhaven-ct.gov)

setting forth actual expenditures of Subrecipient in accordance with this Agreement. Each monthly invoice shall contain a certification by Subrecipient that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering this Agreement remains true and correct in all material respects. Within forty-five (45) days from the date it receives such invoice, the City may disapprove the requested reimbursement claim in whole or in part. To the extent the reimbursement claim is so disapproved, the City shall notify Subrecipient as to the disapproval. A decision by the City to disapprove all or any part of an invoice is final. There is no appeal process for Subrecipient. To the extent the City approves a request for payment, then the City will disburse the funds within forty-five (45) days after receiving Subrecipient's request for payment. To the extent the City, in its sole and exclusive discretion, advances all or any portion of the Total Agreement Funds, the applicable monthly invoice shall fully account for disbursements of advanced funds in the immediately prior month, together with such information as required by the City in its sole and exclusive discretion to verify that advanced sums have been used for allowable costs and expenses.

**Section. 3.3. City's Subaward Obligations Contingent on Federal Funding and Subrecipient Compliance.** The payment of funds to Subrecipient under the terms of this Agreement shall be contingent on the receipt of such funds by the City from the ARP/CSLFRF and shall be subject to Subrecipient's continued eligibility to receive funds under the applicable provisions of state and federal laws, as well as Subrecipient's continued compliance with this Agreement. If the amount of funds that the City receives from the ARP/CSLFRF is reduced, the City may reduce the amount of funds awarded under this Agreement or terminate this Agreement in its sole and exclusive discretion. The City may also deny payment for Subrecipient's expenditures for Approved Activities where invoices or other reports are not submitted by the deadlines specified in this Agreement or for the failure of Subrecipient to comply with the terms and conditions of this Agreement.

#### **Article IV. Financial Accountability and Grant Administration.**



**Section. 4.1. Financial Management.** Subrecipient shall maintain a financial management system and financial records related to all transactions with funds received pursuant to this Agreement and with any program income earned as a result of funds received pursuant to this Agreement. Subrecipient must administer funds received pursuant to this Agreement in accordance with all applicable federal and state requirements, including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, as required by the ARP/CSLFRF Assistance Listing (21.027). Subrecipient shall adopt such additional financial management procedures as may from time-to-time be prescribed by the City if required by applicable federal or state laws or regulations, or guidelines from the U.S. Department of the Treasury. Subrecipient shall maintain detailed, itemized documentation and other necessary records of all income received and expenses incurred pursuant to this Agreement.

**Section. 4.2. Limitations on Expenditures.** The City shall only reimburse Subrecipient for documented expenditures incurred during the Agreement Term that are: (i) reasonable and necessary to carry out the scope of Approved Activities described in Exhibit B (Approved Activities); (ii) documented by contracts or other documentation consistent with the established City and Subrecipient procedures; and (iii) incurred in accordance with all applicable requirements for the expenditure of funds payable under this Agreement.

**Section. 4.3. Indirect Cost Rate.** The indirect cost rate, if any, indicated in Exhibit C (Approved Budget) shall apply to this Agreement. If Subrecipient has a Negotiated Indirect Cost Rate Agreement ("NICRA") with another federal agency that is higher than the *de minimis* indirect rate of ten percent (10%), Subrecipient's NICRA shall be used to calculate its indirect rate. See 2 C.F.R. 200.332(a)(4)(ii).

**Section. 4.4. Financial and Other Reports.** Subrecipient shall submit to the City such reports and back-up data as may be required by the Federal Government or the City, including such reports that enable the City to submit its own reports to the U.S. Department of the Treasury at least fifteen (15) days in advance of the applicable due dates of the City's report deadlines with the U.S. Department of the Treasury. For the U.S. Department of the Treasury reporting requirements and deadlines for project and expenditure reports and recovery plans, see the most recently issued U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds Guidance on Recipient Compliance and Reporting Responsibilities at <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section. 4.5. Improper Payments.** Any item of expenditure by Subrecipient under the terms of this Agreement that is found by auditors, investigators, and other authorized representatives of the City, the U.S. Department of the Treasury, or other federal or state instrumentality to be improper, unallowable, in violation of federal or state law, or the provisions of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities of Subrecipient, shall become Subrecipient's liability, and shall be paid solely by Subrecipient, immediately upon notification of such, from funds other than those provided by the City under this Agreement or any other agreement between the City and Subrecipient. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill its intent.

**Section. 4.6. Audits.** Subrecipient certifies compliance with applicable provisions of 2 C.F.R. 200.501-200.521, and continued compliance with these provisions during and after the term of this Agreement for so long as is necessary to fulfill the intent of this Section. If Subrecipient is not required to have a Single Audit as defined by 200.501, U.S. Department of the Treasury requirements, or the Single Audit Act, then, upon the City's request, Subrecipient shall have a financial audit performed yearly by an independent Certified Public Accountant. The audit shall be conducted in accordance with generally accepted accounting principles, and auditing standards generally accepted in the United States of America, on the use and status of funds governed by this Agreement. Subrecipient shall provide notice of the completion of any required audits and will provide each such audit report to the City within sixty (60) days following completion of the applicable audit. Subrecipient shall provide the City with notice of any adverse findings in each such audit that impact this Agreement, together with a corrective action plan to address the matters listed in the adverse findings. Such corrective action plan shall be provided to the City within thirty (30) days after the applicable audit report and shall be subject to the City's written approval in the City's sole and exclusive discretion. This obligation shall survive the expiration or earlier termination of this Agreement for so long as is



necessary to fulfill the intent of this Section.

**Section. 4.7. Closeout.** Final payment request(s) under this Agreement must be received by the City no later than thirty (30) days after the earlier of the Expiration Date or the last day of the Agreement Term. The City will not accept a payment request submitted after this date. In consideration of the City's obligations under this Agreement, Subrecipient agrees that acceptance of final payment from the City will constitute an agreement by Subrecipient to release and forever discharge the City, its agents, employees, officers, representatives, affiliates, successors and assigns from any and all claims, demands, damages, liabilities, actions, causes of action or suits of any nature whatsoever that Subrecipient has at the time of acceptance of final payment or may thereafter have, arising out of, in connection with, or in any way relating to any and all injuries and damages of any kind as a result of or in any way relating to this Agreement. The Subrecipient's obligations to the City under this Agreement shall not terminate until all closeout requirements are completed to the satisfaction of the City. Such requirements shall include submitting final reports to the City and providing any closeout-related information requested by the City by the deadlines specified by the City. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

#### **Article V. Compliance with Grant Agreement and Applicable Laws.**

**Section. 5.1. General Compliance.** Subrecipient shall perform all Approved Activities funded under this Agreement in accordance with this Agreement, the award agreement between the City and the U.S. Department of the Treasury, and all applicable federal, state and local requirements, including all applicable statutes, rules, regulations, executive orders, directives or other requirements. Such requirements may be different from Subrecipient's current policies and practices. The City may assist Subrecipient in complying with all applicable requirements. However, Subrecipient shall remain fully responsible for ensuring its compliance with all applicable requirements.

**Section. 5.2. Expenditure Authority.** This Agreement is subject to the laws, regulations, and guidance documents authorizing and implementing the ARP/CSLFRF grant, including, but not limited to, the following:

**Authorizing Statute.** Section 603 of the *Social Security Act* (42 U.S.C. 803), as added by section 9901(a) of the *American Rescue Plan Act of 2021* (Pub. L. No. 117-2);

**Implementing Regulations.** Subpart A of 31 C.F.R. Part 35 (Coronavirus State and Local Fiscal Recovery Funds), as adopted in the *Coronavirus State and Local Fiscal Recovery Funds* interim final rule (86 F.R. 26786, applicable May 17, 2021 through March 31, 2022) and final rule (87 F.R. 4338, applicable January 27, 2022 through the end of the ARP/CSLFRF award term), and other subsequent regulations implementing Section 603 of the *Social Security Act* (42 U.S.C. 803); and

**Guidance Documents.** Applicable guidance documents issued from time-to-time by the U.S. Department of the Treasury, including the currently applicable version of the *Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds*.<sup>1</sup>

This Agreement is also subject to all applicable laws, rules and regulations of the State of Connecticut, as well as all applicable ordinances, rules and regulations of the City.

**Section. 5.3. Federal Grant Administration Requirements.** Subrecipient shall comply with the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, 2 C.F.R. Part 200 ("UG"), as adopted by the Department of Treasury at 2 C.F.R. Part 1000 and as set forth in the [Assistance Listing for ARP/CSLFRF \(21.027\)](#). These requirements dictate how Subrecipient must administer this Subaward and how the City must oversee Subrecipient.

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<sup>1</sup> <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>.

The applicable UG provisions are as follows:

Subpart A, Acronyms and Definitions

Subpart B, General provisions

Subpart C, Pre-Federal Award Requirements and Contents of Federal Awards (except 2 C.F.R. 200.204, .205, .210, and .213)

Subpart D, Post Federal; Award Requirements (except 2 C.F.R. 200.305(b)(8) & (9), .308, .309, and .320(c)(4))

Subpart E, Cost Principles

Subpart F, Audit Requirements

2 C.F.R. Part 25 (Universal Identifier & System for Award Management)

2 C.F.R. Part 170 (Reporting Subaward and Executive Compensation Information)

2 C.F.R. Part 180 (Office of Management and Budget ("OMB") Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement))

Subrecipient shall document compliance with UG requirements, including adoption and implementation of all required policies and procedures, within thirty (30) days of the execution of this Agreement and during all subsequent reviews during the Agreement Term. The City may provide sample policies or other assistance to Subrecipient in meeting these compliance requirements. Regardless of the City's assistance, it is the Subrecipient's responsibility to fully comply with all UG requirements. Failure to do so may result in termination of the Agreement by the City.

#### **Section. 5.4. Procurement Requirements.**

(a) In matters relating to procurement of goods and/or services, the Subrecipient shall comply with the following:

**1. Procurement Requirements and Procedures**

Subrecipient shall follow the procurement procedures set out in Chapter 42 of the Code of the City of West Haven ("Purchasing Procedures").

(a) for projects less than \$2,500.00, no competitive bid is required, but Subrecipient should document any proposals received and accepted;

(b) for projects between \$2,500.00 and \$10,000.00, the Open Market Procedure set forth in Code Section 42-9 shall be followed. Subrecipient shall obtain at least three (3) competitive proposals, and the award shall be made in accordance with Code Section 42-9; and

(c) for proposals in excess of \$10,000.00, the competitive bidding process set forth in Code Sections 42-6 through 42-8 shall be followed. The City agrees to assist, as requested, in the competitive bidding process.

**2. Reporting.** Subrecipient shall file quarterly written reports with the City in form and substance required by the City regarding Subrecipient's activities pursuant to this Agreement and use of funds provided under this Agreement including, without limitation, the status of all contracts utilizing funds provided under this Agreement.

**3. City review of solicitations.** Except for micro-purchases made pursuant to 2 C.F.R. 200.320(a)(1) or procurements by small purchase procedures pursuant to 2 C.F.R. 200.320(a)(2), if Subrecipient proposes to enter into any contract for the performance of any of the Approved Activities under this Agreement, then the Subrecipient shall forward to the City a copy of any solicitation (whether competitive or non-competitive) at least fifteen (15) days prior to the publication or communication of the solicitation. The City will review the solicitation and provide comments, if any, to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. 200.324, the City will review the solicitation for compliance with applicable procurement standards; *provided, however*, the City's review and comments shall not constitute approval of the solicitation. Notwithstanding the City's review and comment, Subrecipient

remains bound by all applicable laws, regulations, and Agreement terms and conditions. If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable.

4. **City review of contracts.** Except for micro-purchases pursuant to 2 C.F.R. 200.320(a), if Subrecipient proposes to enter into any contracts for the performance of any of the Approved Activities under this Agreement, all such contracts shall be in writing and Subrecipient shall forward to the City a copy of each written contract prior to contract execution. The City shall review the unexecuted contract for compliance with applicable requirements and provide comments, if any, or a statement of no comment to Subrecipient as soon as reasonably practicable. Consistent with 2 C.F.R. §200.324, the City will review the unexecuted contract for compliance with the procurement standards outlined in 2 C.F.R. §§200.318 through 200.327 as well as Appendix II to 2 C.F.R. Part 200. The City's review and comments shall not constitute an approval of the contract. Regardless of the City's review, Subrecipient shall remain bound by all applicable laws, regulations, and Agreement terms and conditions. If, during its review, the City identifies any deficiencies, then the City will communicate those deficiencies to Subrecipient as soon as reasonably practicable. Subrecipient must correct the noted deficiencies before executing the applicable contract.

(b) **Mandatory Contract Provisions.** Subrecipient must include contract provisions required by UG and other state and federal laws and regulations, and as otherwise dictated by the City.

**Section 5.5. Subawards.** In executing this Agreement, Subrecipient may not provide a further subaward of funds provided under this Agreement without prior written approval from the City, which approval may be granted or withheld in the City's sole and exclusive discretion.

**Section 5.6. Property Management.** All real property acquired or improved, and equipment or supplies purchased in whole or in part for use in connection with such real property with ARP/CSLFRF funds, must be used, insured, managed, and disposed of in accordance with 2 C.F.R. 200.311 through 2 C.F.R. 200.316.

**Section 5.7 Program Income.** If Subrecipient earns program income, as defined in 2 C.F.R. 200.1 during the Agreement Term, it must segregate the gross proceeds of the program income and follow the provisions in 2 C.F.R. 200.307.

**Section. 5.8. Federal Restrictions on Lobbying.** Subrecipient shall comply with the restrictions on lobbying in 31 C.F.R. Part 21. Pursuant to this regulation, Subrecipient may not use any federal funds to pay any person to influence or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement. Subrecipient shall certify in writing that Subrecipient has not made, and will not make, any payment prohibited by these requirements using the form provided in Exhibit D (Lobbying Certifications).

**Section. 5.9. Universal Identifier and System for Award Management (SAM).** Subrecipient shall obtain, and provide to the City, a unique entity identifier assigned by the System for Award Management (SAM), which is accessible at [www.sam.gov](http://www.sam.gov).

**Section. 5.10. Equal Opportunity and Other Requirements.** Subrecipient shall adopt and enact a nondiscrimination policy consistent with the requirements in this Section.

- (a) **Civil Rights Laws.** Subrecipient shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d *et seq.*) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance.



(b) **Fair Housing Laws.** If applicable to Subrecipient's activities, Subrecipient shall comply with the Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 *et seq.*), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.

(c) **Disability Protections.** Subrecipient shall comply with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.

(d) **Age Discrimination.** Subrecipient shall comply with the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101 *et seq.*), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance.

(e) **Americans with Disabilities Act.** Subrecipient shall comply with Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 *et seq.*), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

**Section. 5.11. Suspension and Debarment.** Subrecipient shall comply with the OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 C.F.R. Part 180, as adopted by the U.S. Department of Treasury at 31 C.F.R. Part 19. Subrecipient represents that neither it, nor any of its principals has been debarred, suspended, or otherwise determined ineligible to participate in federal assistance awards or contracts. Subrecipient further agrees that it will notify the City immediately if it or any of its principals is placed on the list of parties excluded from federal procurement or nonprocurement programs available at [www.sam.gov](http://www.sam.gov).

**Section. 5.12. Federal Funding Accountability and Transparency Act of 2006.** Subrecipient shall provide the City with all information requested by the City to enable the City to comply with the reporting requirements of the *Federal Funding Accountability and Transparency Act of 2006* (31 U.S.C. 6101).

**Section. 5.13. Licenses, Certifications, Permits, Accreditation.** Subrecipient shall obtain and keep current any license, certification, permit, or accreditation required by federal, state, or local law and shall submit to the City proof of any licensure, certification, permit or accreditation upon request.

**Section. 5.14. Publications.** Any publications produced with funds from this Agreement shall display the following language: "This project [is being] [was] supported, in whole or in part, by funds federal awarded to the City of West Haven, Connecticut by the U.S. Department of the Treasury under the American Rescue Pan Act of 2021."

**Section 5.15. Program for Enhancement of Contractor Employee Protections.** Subrecipient is hereby notified that it is required to inform its employees working on any federal award that they are subject to the whistleblower rights and remedies of the program; inform its employees in writing of employee whistleblower protections under 41 U.S.C §4712 in the predominant native language of the workforce; and include such requirements in any agreement made with a contractor or subgrantee of Subrecipient.

**Section 5.16. Prohibition on Certain Telecommunication and Video Surveillance Services or Equipment.** Pursuant to 2 C.F.R. 200.216, Subrecipient shall not obligate or expend funds received under this Subaward to: (1) procure or obtain; (2) extend or renew a contract to procure or obtain; or (3) enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services (as described in Public Law 115-232, section 889) as a substantial or essential component of any system, or as a critical technology as part of any system.

**Section 5.17. Use of Name.** Neither party to this Agreement shall use the other party's name, trademarks, or other logos in any publicity, advertising, or news release without the prior written approval of an authorized representative of that party. The parties agree that each party may use factual information regarding the existence

and purpose of the relationship that is the subject of this Agreement for legitimate business purposes, to satisfy any reporting and funding obligations, or as required by applicable law or regulation without written permission from the other party. In any such statement, the relationship of the parties shall be accurately and appropriately described.

**Section 5.18. Highest Compensated Officers.** The names and total compensation of the five (5) most highly compensated officers of Subrecipient shall be listed if the Subrecipient in the preceding fiscal year received eighty percent (80%) or more of its annual gross revenues in Federal awards; and Twenty Five Million Dollars (\$25,000,000) or more in annual gross revenues from Federal awards; and the public does not have access to this information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §§ 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. See FFATA § 2(b)(1) Code of 1986. If this requirement applies to Subrecipient, Subrecipient will submit the list of its five (5) most highly compensated officers to the City within thirty (30) days of the execution of this Agreement and yearly thereafter during the Agreement Term.

**Section 5.19. Statement of Assurances.** Subrecipient certifies compliance with SF 424B (Statement of Assurances – Non-Construction) and SF424D (Statement of Assurances – Construction), as applicable.

**Section 5.20. Drug-free Workplace Requirements.** Subrecipient shall comply with the U.S. Department of the Treasury's policy implementing 2 C.F.R. 182.

**Section 5.21. Stevens Amendments Requirements.** Subrecipient shall identify that federal assistance funds were used to fund Approved Activities under this Agreement in any publicity and /or signage relating to the funded project or program.

#### **Article VI. Cooperation in Monitoring and Evaluation.**

**Section. 6.1. City Responsibilities.** The City shall monitor, evaluate, and provide guidance and direction to Subrecipient in the conduct of Approved Activities performed under this Agreement. The City must determine whether Subrecipient has spent funds in accordance with applicable laws, regulations, including the federal audit requirements and agreements and shall monitor the activities of Subrecipient to ensure that Subrecipient has met such requirements. Subrecipient shall take corrective action as soon as possible to remedy any and all deficiencies found by the City and notified to Subrecipient.

Subrecipient shall fully cooperate with, and shall provide as soon as reasonably practicable, all information, agreements and documents required by the City in connection with the City's monitoring and evaluation of Subrecipient's performance under this Agreement.

#### **Section. 6.2. Subrecipient Responsibilities.**

- (a) **Cooperation with City Oversight.** Subrecipient shall permit the City to carry out monitoring and evaluation activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of this Agreement, and Subrecipient agrees to ensure the cooperation of its agents, employees and board members in such monitoring and evaluation efforts. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.
- (b) **Cooperation with Audits.** Subrecipient shall cooperate fully with any reviews or audits of the activities under this Agreement by authorized representatives of the City, the State of Connecticut, the U.S. Department of Treasury, and the U.S. Government Accountability Office. Subrecipient agrees to ensure the cooperation of its agents, employees, and board members in any such reviews and audits. This provision shall survive the expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section 6.3. Interventions.** If the City determines that Subrecipient is not in compliance with this Agreement, the City may initiate an intervention, in accordance with 2 C.F.R. 200.208 and 2 C.F.R. 200.339. The degree of Subrecipient's performance or compliance deficiency will determine the degree of intervention. All possible interventions are listed below and will depend on the degree of deficiency in Subrecipient's performance or compliance deficiency.

If the City determines that an intervention is warranted, it shall provide written notice to Subrecipient of the intervention within thirty (30) days of the completion of a report review, desk review, onsite review, audit review, or procedures engagement review or as soon as possible after the City otherwise learns of a compliance or performance deficiency related to the execution of this Agreement. The written notice shall notify Subrecipient of the following related to the intervention:

- (1) The nature of the additional requirements;
- (2) The reason why the additional requirements are being imposed;
- (3) The nature of the action needed to remove the additional requirement, if applicable;
- (4) The time allowed for completing the actions if applicable; and
- (5) The method for requesting reconsideration of the additional requirements imposed.

The City may impose the following interventions on Subrecipient, based on the level of the compliance or performance deficiency that the City determines:

**Level 1 Interventions.** These interventions may be required for minor compliance or performance issues.

- (1) Subrecipient addresses specific internal control, documentation, financial management, compliance, or performance issues within a specified time period;
- (2) More frequent or more thorough reporting by the Subrecipient;
- (3) More frequent monitoring by the City; and/or
- (4) Required Subrecipient technical assistance or training.

**Level 2 Interventions.** These interventions may be required for more serious compliance or performance issues.

- (1) Restrictions on funding payment requests by Subrecipient;
- (2) Disallowing payments to Subrecipient;
- (3) Requiring repayment for disallowed cost items; and/or
- (4) Imposing probationary status on Subrecipient.

**Level 3 Interventions.** These interventions may be required for significant and/or persistent compliance or performance issues.

- (1) Temporary or indefinite funding suspension to Subrecipient;
- (2) Nonrenewal of funding to Subrecipient in subsequent year;
- (3) Terminating funding to Subrecipient in the current year; and/or
- (4) Initiating legal action against Subrecipient.

Interventions will remain in place until the underlying performance or compliance deficiency is addressed to the satisfaction of the City in its sole and exclusive discretion.

**Section 6.4. Records Retention and Access.** Subrecipient shall maintain all records, books, papers and other documents related to its performance of Approved Activities under this Agreement (including without limitation personnel, property, financial and medical records) for a period of at least (a) five (5) years after receipt of the final payment under this Agreement, or (b) five (5) years after the audit pertaining to this Agreement (if any), whichever is later, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving this Agreement. Subrecipient shall make all records, books, papers and other documents that relate to this Agreement available at all reasonable times for inspection, review and audit by the authorized representatives of the City, State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and any other authorized state or federal oversight office. Subrecipient also shall allow the City, the State of Connecticut, the U.S. Department of Treasury, the U.S. Government Accountability Office, and



any other state or federal oversight office, at reasonable times, after reasonable notice, to access and inspect all premises at which activities funded under this Agreement are performed.

**Section 6.5. Key Personnel.** Subrecipient shall identify all personnel who will be involved in performing Approved Activities and otherwise administering this Agreement, including at least one project manager and one fiscal officer ("Key Personnel"). Subrecipient shall notify the City of any changes to these personnel within ten (10) days of the change. Key personnel names, titles, and contact information are listed in Exhibit E (Key Personnel). The City, in its sole and exclusive discretion, from time to time, may require Subrecipient to change Key Personnel, which changes must be acceptable to the City in its sole and exclusive discretion. Subrecipient shall implement such changes as soon as reasonably practicable.

**Section 6.6. Risk Assessment, Specific Conditions and Remedies.** The City has conducted or will conduct a risk assessment as required by 2 C.F.R. §200.332(b) and has determined or will determine the Subrecipient's level of risk as low, moderate, or high. Risk assessments may be repeated throughout the project period after scheduled reports, audits, unanticipated issues, or other adverse circumstances that may arise. If the level of risk evaluated is moderate or high, the City will require specific conditions (2 C.F.R. §200.208), including but not limited to: correction of prior audit findings, monthly reporting, prior approvals for funding, or other specific condition until the Subrecipient is eligible for a low risk rating, at which time the specific condition(s) will be removed and the Subrecipient notified. In the event of noncompliance or failure to perform, the City has the authority to apply remedies, as defined in the uniform guidance (2 C.F.R. §200.339), including but not limited to, temporarily withholding payments, disallowances, suspension or termination of the federal award, suspension of other federal awards received by the Subrecipient, debarment or other remedies including civil and/or criminal penalties, as appropriate (§200.332(h)). The City will also consider whether monitoring the results of the Subrecipient necessitate adjustments to its own record (see 2 C.F.R. §200.332(g)).

#### **Article VII. Default and Termination.**

**Section 7.1. Termination for Cause.** The City may terminate this Agreement for cause after three (3) days' written notice. Without limitation, cause may include misuse of funds, fraud, lack of compliance with applicable rules, laws and regulations, failure to perform on time, or failure to comply with any of the requirements of this Agreement.

**Sec. 7.2. Termination Without Cause.** The City may terminate this Agreement for any reason or for no reason, in its sole and exclusive discretion, by providing Subrecipient with thirty (30) days' prior written notice.

**Sec. 7.3. Termination by Mutual Agreement.** The City and Subrecipient may agree to terminate this Agreement for their mutual convenience through a written amendment to this Agreement. The amendment will state the effective date of the termination and the procedures for proper closeout of the Agreement.

**Sec. 7.4. Termination Procedures.** If this Agreement is terminated, Subrecipient may not incur new obligations for the terminated portion of the Agreement after Subrecipient has received the notification of termination. Subrecipient must cancel as many outstanding obligations as possible. Costs incurred after receipt of the termination notice will be disallowed. Subrecipient shall not be relieved of liability to the City because of any breach of this Agreement by Subrecipient. To the extent not prohibited by law, the City may withhold payments to Subrecipient for the purpose of set-off until the exact amount of damages due the City from Subrecipient is determined.

#### **Article VIII. General Conditions.**

**Section 8.1. Indemnification.** To the extent permitted by law, Subrecipient shall be responsible for and shall indemnify and shall defend and hold the City and its employees, officers and agents (each, an "Indemnified Person") harmless from any and all costs and expenses, including, without limitation, all costs, fees (including, without limitation, attorneys' fees), expenses, losses, liabilities, fines, penalties, damages, claims, demands, judgments, awards, obligations, actions, or proceedings arising out of or related to Subrecipient's acts or

omissions, as well as breach of Subrecipient's representations, warranties, covenants and other obligations under this Agreement. Indemnification shall apply irrespective of the date of the assertion of any claim against an Indemnified Person and/or whether the Indemnified Person suffers or incurs any loss or liability before or after the expiration or earlier termination of this Agreement. The provisions of this Section 8.1 shall survive expiration or earlier termination of this Agreement for so long as is necessary to fulfill the intent hereof.

**Section. 8.2. Insurance.** Subrecipient shall maintain insurance coverages in accordance with the requirements set forth in Exhibit F (Insurance Requirements).

**Section. 8.3. Governing Law, Venue and Jurisdiction.** The City and Subrecipient agree that they executed and shall perform this Agreement in the State of Connecticut. This Agreement will be governed by and construed in accordance with the laws of the State of Connecticut without regard to its principles governing conflicts of laws. The exclusive forum and venue for all actions arising out of this Agreement is the Superior Court of the State of Connecticut located in New Haven, Connecticut. Such actions may not be commenced in, nor removed to, federal court unless required by law. If so required, exclusive federal jurisdiction shall lie in the federal District Court for the District of Connecticut located in New Haven, Connecticut. Neither party may object to such jurisdiction and venue, including without limitation, based upon any claim that any such court constitutes an inconvenient forum.

**Section. 8.4. Nonwaiver.** No action or failure to act by the City constitutes a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach of this Agreement, except as specifically agreed in writing. Any waiver by the City on one occasion shall not constitute a waiver of future non-compliance, except to the extent specifically stated in writing by the City.

**Section. 8.5. Limitation of City Authority.** Nothing contained in this Agreement may be deemed or construed to in any way stop, limit, or impair the City from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

**Section. 8.6. Severability.** If any provision of this Agreement is determined to be unenforceable in a judicial proceeding, the remainder of this Agreement will remain in full force and effect to the extent permitted by law.

**Section. 8.7. Assignment.** Subrecipient may not assign any of its rights or delegate any of its duties under this Agreement without the City's prior written consent, which consent may be granted or withheld in the City's sole and exclusive discretion. Unless the City otherwise agrees in writing, Subrecipient and all permitted assigns are subject to all the City's defenses and are liable for all of Subrecipient's duties that arise from this Agreement, and all of the City's claims that arise from this Agreement.

**Section. 8.8. Integration.** This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed, or implied, between the parties, other than as set forth or referenced in this Agreement.

**Section. 8.9. Notices.** All notices and other communications required or permitted by this Agreement must be in writing and must be given either by personal delivery, approved carrier, email, or mail, addressed as follows:

(a) If to the City:

Ken Carney, Chair  
ARPA Committee  
City of West Haven  
355 Main St.  
West Haven, CT 06516  
203-530-0006  
[KenCarney@whschools.org](mailto:KenCarney@whschools.org)

(b) If to the Subrecipient:  
Senior Pastor Kenen Vance  
Vertical Church, Inc.  
225 Meloy Rd.  
West Haven, CT 06516  
203-503-8620  
[paul@verticalct.com](mailto:paul@verticalct.com)

Either party may change its contact information from time to time by notice to the party in accordance with the provisions of this Section 8.9.

**Section 8.10. Due authorization.** Subrecipient represents and warrants to the City that its entering into this Agreement and the performance of its obligations under this Agreement have been duly authorized by necessary corporate action of Subrecipient and that all of its obligations under this Agreement constitute legal, valid and binding obligations of Subrecipient, enforceable in accordance with their respective terms. Subrecipient further represents and warrants that there is no other agreement, instrument or document that prevents or interferes with Subrecipient's entering into and performing its obligations under this Agreement or that would be violated by Subrecipient's entering into and performing its obligations under this Agreement.

**Section 8.11. Headings and captions.** Headings and captions to the articles and sections of this Agreement are for convenience only and shall form no part of this Agreement.

**Section 8.12. Conditions Precedent.** In addition to the condition precedent set forth in Exhibit F regarding insurance, the following are conditions precedent to the effectiveness of this Agreement:

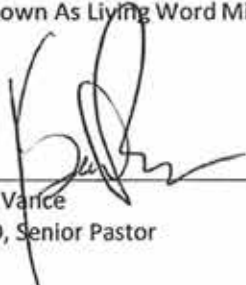
- (a) A W-9 form executed and delivered by Subrecipient to the City that is acceptable to the City in its sole and exclusive discretion;
- (b) A Disclosure and Certification Affidavit executed and delivered by Subrecipient to the City with information that is acceptable to the City in its sole and exclusive discretion. Each invoice by the Subrecipient to the City shall include a certification that the information contained in Subrecipient's Disclosure and Certification Affidavit executed in connection with entering into this Agreement remains true and correct in all material respects; and
- (c) Evidence of due authorization referenced in Section 8.10 satisfactory to the City in its sole and exclusive discretion.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective authorized signatories and is effective as of the Effective Date.

City of West Haven

Living Word Ministries Inc. DBA Dream Center Of West Haven, Also Known As Living Word Ministries Vertical Church

By: \_\_\_\_\_  
Nancy R. Rossi  
Its Mayor

By:   
Kenen Vance  
Its CEO, Senior Pastor

Approved as to form:

Mark J. Maiaspina  
Carmody Torrance Sandak & Hennessey LLP



**Exhibit A: Subaward Data**

|  |   |
|--|---|
| Subrecipient Name  | Living Word Ministries Inc. DBA Dream center of West haven, AKA Living Word Ministries DBA Vertical Church  |
| Subrecipient Unique Entity Identifier:   | UZHAHENLY1L5  |
| Federal Award Date of Award to the Recipient by the Federal Agency:  | March 3, 2021   |
| Subaward Period of Performance Start Date:   | January 1, 2023   |
| Subaward Period of Performance End Date:   | December 31, 2024   |
| Amount of Federal Funds Obligated by this Action by the Pass-Through Entity to the Subrecipient:                         | \$150,000.00  |
| Total Amount of Federal Funds Obligated to the Subrecipient by the Pass-Through Entity Including the Current Obligation: | \$150,000.00  |
| Total Amount of the Federal Award Committed to the Subrecipient by the Pass-Through Entity:                              | \$150,000.00  |
| Federal Award Project Description:   | Food Bank – Project 2022-004  |
| Name of Federal Awarding Agency:   | Department of the Treasury  |
| Name of Pass-Through Entity:   | City of West Haven, Connecticut   |
| Contact Information for City Authorizing Official:   | Ken Carney, Chair<br>ARPA Committee<br>City of West Haven<br>355 Main St.<br>West Haven, CT 06516<br>203-530-0006<br><a href="mailto:KenCarney@whschools.org">KenCarney@whschools.org</a><br>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement |
| Contact Information for City Project Manager:  | Ken Carney, Chair<br>ARPA Committee<br>City of West Haven<br>355 Main St.<br>West Haven, CT 06516<br>203-530-0006<br><a href="mailto:KenCarney@whschools.org">KenCarney@whschools.org</a><br>or his designee by notice in accordance with the provisions of Section 8.9 of this Agreement |
| CFDA Number and Name:  | 21.027 – Coronavirus State and Local Fiscal Recovery Funds  |
| Identification of Whether Subaward is R&D:   | No  |
| Subrecipient Indirect Costs:   | See Exhibit C – Approved Budget   |

### **Exhibit B: Approved Activities**

The funds will be used to help support food supplies, materials for distributions of food, storage costs and/or purchase, support building rental agreement, capitol handling equipment maintenance and/or purchase, and vehicle expenses.



**Exhibit C: Approved Budget**

Consult the applicable ARPA/CSLFRF Final Rule for specific directives and limitations on cost items.

**Activity/Task 1.1:** Rental of Facility for Food Pantry & Clothing Distribution. Vertical Church will be using most of their ARPA funds (\$85k) to pay rent and utilities for the location of their food pantry and clothing distribution programs. The Location is 263 Center Street, West Haven, Ct. Lease agreement was executed June 27, 2022 for a period of 5 years. Renovations have been underway (not funded by ARPA) for preparation of opening Food Pantry. Intended opening June 2023. ARPA funding of \$85k will be used towards lease payments and utilities beginning January 2023.

**Activity/Task 1.2:** \$30k of ARPA funds will be used towards the purchase of a forklift. The Pantry will be receiving food items and supplies on pallets. Forklift will be used to facilitate moving and organizing the pallets of items received for distribution to the public. Forklift purchase expected to occur approximately Q2 2023.

**Activity/Task 1.3:** \$25k of ARPA Grant will be used to support efforts by Westies Care Inc. to address food insecurity issues in the City of West Haven.

**Activity/Task 1.4** \$10k will be used towards consumables: Food Items and supplies for distribution to the public

**Deliverables/Timeline:** Program expenditures to commence January 2023 and to be completed by December 31, 2024.

| <b>REVENUES</b>  |  |   | <b>Total Revenue</b>      |
|--|--|---|---------------------------|
| City of West Haven Coronavirus State and Local Fiscal Recovery Funds Awarded |  |   | \$                        |
| <b>Budget Cost Categories</b>  |  | <b>OMB Uniform Guidance Federal Awards Reference 2 C.F.R. 200</b> | <b>Total Expenditures</b> |
| 1.   | Personnel (Salary and Wages)                                       | 0.00  | \$ 0.00                   |
| 2.   | Fringe Benefits  | 0.00  | \$ 0.00                   |
| 3.   | Travel   | 0.00  | \$ 0.00                   |
| 4.   | Equipment  | 30,000  | \$ 30,000.00              |
| 5.   | Supplies   | 10,000  | \$ 10,000.00              |
| 6.   | Contractual Services and Subawards                                 | 25,000<br>(for Westies Cares)                                     | \$ 25,000.00              |
| 7.   | Consultant (Professional Service)                                  | 0.00  | \$ 0.00                   |
| 8.   | Construction   | 0.00  | \$ 0.00                   |
| 9.   | Occupancy (Rent and Utilities)                                     | 85,000  | \$ 85,000.00              |
| 10.  | Research and Development (R&D)                                     | 0.00  | \$ 0.00                   |
| 11.  | Telecommunications   | 0.00  | \$ 0.00                   |
| 12.  | Training and Education   | 0.00  | \$ 0.00                   |
| 13.  | Direct Administrative Costs  | 0.00  | \$ 0.00                   |
| 14.  | Miscellaneous Costs  |   | \$ 0.00                   |
| a.   | Advertising and public relations costs                             | 0.00  |                           |
| b.   | Materials and supplies costs, including costs of computing devices |   |                           |
| 15.  | <i>Add additional cost items as needed</i>                         | 0.00  | 0.00                      |
| 16.  | Total Direct Costs (add lines 1-15)                                | 150,000   | \$ 150,000.00             |
| 17.  | Total Indirect Costs   | 0.00  | 0.00                      |
|  | Rate %:  |   | \$                        |
|  | Base*:   |   |                           |
| 18.  | Total Costs Federal Grant Funds (Lines 16 and 17)                  | 150,000.00  | \$ 150,000.00             |

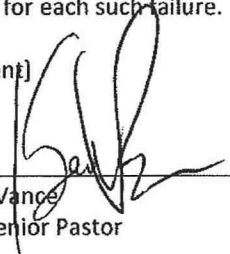
**Exhibit D: Lobbying Certification**

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000) and not more than One Hundred Thousand Dollars (\$100,000) for each such failure.

[Subrecipient]

  
By: Kenen Vance  
Its: CEO, Senior Pastor

6/1/23  
Date

**Exhibit E: Key Personnel**

| CITY INFORMATION           |   |
|----------------------------|---|
| Administrative Address:    | Ken Carney, Chair<br>City of West Haven ARPA Committee<br>355 Main St.<br>West Haven, CT 06516<br>203-530-0006<br><a href="mailto:KenCarney@whschools.org">KenCarney@whschools.org</a>        |
| Invoice Address:           | Rick Spreyer<br>Purchasing Director<br>City of West Haven<br>355 Main St.<br>West Haven, CT 06516<br>203-937-3624<br><a href="mailto:rspreyer@westhaven-ct.gov">rspreyer@westhaven-ct.gov</a> |
| Project Manager Name:      | Ken Carney  |
| Project Manager Title:     | Chair, City of West Haven ARPA Committee  |
| Project Manager Email:     | <a href="mailto:KenCarney@whschools.org">KenCarney@whschools.org</a>  |
| Project Manager Phone:     | 203-560-0006  |
| Fiscal Officer Name:       | David R. Taylor   |
| Fiscal Officer Title:      | Acting Director, City of West Haven Department of Finance   |
| Fiscal Officer Email:      | <a href="mailto:DTaylor@WestHaven-CT.gov">DTaylor@WestHaven-CT.gov</a>  |
| Fiscal Officer Telephone:  | 203-937-3620  |
| SUBRECIPIENT INFORMATION   |   |
| Administrative Address:    | 225 Meloy Rd.<br>West Haven, CT 06516   |
| Invoice Address:           | 225 Meloy Rd.<br>West Haven, CT 06516   |
| Project Manager Name:      | Ron Sells; Paul Bronson   |
| Project Manager Title:     | Ron Sells – Outreach Director; Paul Bronson-Outreach Pastor   |
| Project Manager Email:     | <a href="mailto:ron@verticalct.com">ron@verticalct.com</a> ; <a href="mailto:paul@verticalct.com">paul@verticalct.com</a>   |
| Project Manager Telephone: | Ron: 203-934-9673; Paul: 203-503-8620   |
| Fiscal Officer Name:       | Kenen Vance   |
| Fiscal Officer Title:      | CEO, Senior Pastor  |
| Fiscal Officer Email:      | <a href="mailto:ken@verticalct.com">ken@verticalct.com</a>  |
| Fiscal Officer Telephone:  | 203-934-9673 x128   |

## EXHIBIT F

### INSURANCE REQUIREMENTS

As a condition precedent to the effectiveness of this Agreement, Subrecipient (referred to hereinafter as the "Contractor") shall deliver to the City of West Haven (referred to hereinafter as the "City") a valid and currently dated Certificate of Insurance (COI).

The insurance coverage carried by the Contractor must be placed with and written by an insurance company admitted to do business in the State of Connecticut, and with a rating of A- or better by A.M. Best.

The insurance coverages carried by the Contractor (shown below) shall apply regardless of whether the operations, actions, derelictions or failures to act, from which any claim arises, are attributable to the Contractor, a subcontractor, a sub-subcontractor, or any consultant, officer, agent, employee or anyone directly or indirectly employed by any of them, including anyone for whose acts any of the aforementioned may be liable by operation of statute, government regulation or applicable state law. Failure of Contractor to provide a Certificate of Insurance shall in no way limit or relieve Contractor of its duties and responsibilities in this Agreement. All policies of insurance shall be written on an occurrence basis.

At a minimum, the COI shall indicate that the following coverages and limits are in place:

1. **Commercial General Liability: Minimum Limits Required:**

- \$2,000,000 General Aggregate
- \$2,000,000 Producers/Completed Operations Aggregate
- \$1,000,000 Each Occurrence
- \$1,000,000 Personal and Advertising Injury
- \$100,000 Fire Damage – Any One Fire
- \$5,000 Medical Expense – Any One Person
  
- The City (and all of its elected or appointed directors, officers, officials, agents, employees and members of all of its boards and commissions) will be included as **Additional Insureds** (collectively, the "Additional Insureds" and individually, an "Additional Insured") onto the CGL policy carried by the Contractor. The Additional Insured coverage shall apply on a **primary and non-contributory basis** and include **completed operations** coverages.
  
- The CGL policy carried by the Contractor shall contain a **Waiver of Subrogation** clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

2. **Business Auto / Commercial Auto Insurance – Minimum Limits required:**

- \$1,000,000 Liability
- The Additional Insureds will be included as **Additional Insureds** on the Commercial Auto/Business Auto policy carried by the Contractor.
- The Business Auto/Commercial Auto policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

3. **Workers Compensation/Employers Liability Insurance:**

- Coverages and limits as required by law Connecticut State law

- Employer's Liability Limits:
  - \$500,000 each accident
  - \$500,000 aggregate for injury by disease
  - \$500,000 each employee for injury by disease
  - The Workers' Compensation/Employers Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.
4. **Professional Liability Insurance Minimum Limits required (applicable only if Contractor performs professional services):**
- \$2,000,000 per occurrence
  - \$3,000,000 aggregate
5. **Umbrella Liability/Excess Liability: Minimum Limits required (required only if the Contractor is performing professional services):**
- \$5,000,000 Each Occurrence
  - \$5,000,000 General Aggregate
  - Policy will provide excess coverage over the CGL, Business Auto and Workers Compensation/Employer Liability policies carried by the Contractor.
  - The Umbrella/Excess Liability policy carried by the Contractor shall contain a Waiver of Subrogation clause and the Contractor hereby agrees to waive the Contractor's right of recovery against the Additional Insureds.

**No Limitation on Liability**

With regard to any/all claims made against any Additional Insured by any employee of the Contractor, any subcontractor or anyone directly or indirectly employed by the Contractor or any subcontractor, or anyone for whose acts the Contractor or any subcontractor might be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation acts, disability benefits acts or other employee benefit acts.

**Cancellation, Renewal and Modification**

The Contractor shall maintain in effect all insurance coverages required under this Agreement at the Contractor's sole expense and with insurance companies acceptable to the City. The policies shall contain a provision that the coverage will not be cancelled or non-renewed until at least thirty (30) days' prior written notice has been given to the City.

# CITY OF WEST HAVEN

355 Main St

West Haven, Connecticut 06516

## DISCLOSURE & CERTIFICATION AFFIDAVIT

### EVERY SECTION MUST BE COMPLETED

For help completing this form contact Purchasing Director at 203-937-3624

Contractor/Vendor Name: LIVING WORD MINISTRIES, INC. D/B/A VERTICAL CHURCH  
Address: 225 MELBY ROAD, WEST HAVEN, CT 06516  
Telephone and/or Fax #: 203-934-9673  
Email Address: KEN@VERTICALCT.COM  
Contact Person: KEN VANCE

For the purposes of this Disclosure and Certification Affidavit, the following definitions apply:

- (a) "Person" means one (1) or more individuals, partnerships, corporations, associations, or joint ventures.
- (b) "Contract" means any agreement or formal commitment entered into by the city to expend funds in return for work, labor, services, supplies, equipment, materials or any combination of the foregoing, or any lease, lease by way of concession, concession agreement, permit, or per agreement whereby the city leases, grants or demises property belonging to the city, or otherwise grants a right of privilege to occupy or to use said property of the city.
- (c) "City" means any official agency, board, authority, department office, or other subdivision of the City of West Haven.
- (d) "Affiliate Entity" means any entity listed in sections 9 or 10 below or any entity under common management with the Contractor.

State of CONNECTICUT

County of NEW HAVEN

KENEN VANCE

being first duly sworn, hereby deposes and says that:

(Type or print your name above)

1. I am over the age of 18 and understand the obligations of making statements under oath; I understand that the City of West Haven is relying on my representations herein.

2a. I am the corporate secretary or majority owner (including sole proprietorship) of

LIVING WORD MINISTRIES INC. D/B/A VERTICAL CHURCH  
Insert Company Name above

2b. Or I am an individual and my name is:

If an individual, insert your name above

3. I am fully informed regarding the preparation and terms of the above referenced agreement (the "Agreement") and of all pertinent circumstances related thereto.

4. Please select the applicable representation(s) regarding taxes or, if none of the below are accurate, attach an explanation of the status of the relevant tax obligations to this Affidavit (mark an "X" in the appropriate box or "NA" if none apply).

4a.  As required by Conn. Gen. Stat. § 12-41, the Contractor (and each owner, partner, officer, authorized signatory or Affiliate Entity of the Contractor) has filed a list of taxable personal property with the City of West Haven for the most recent grand list and all taxes are paid.  
4b.  The Contractor (including any owner, partner, officer or authorized signatory thereof) is not required to file a list of taxable personal property with the City of West Haven for the most recent grand list and does not owe any back taxes to the City of West Haven, either directly or through a lease or other agreement.

4c.  The Contractor or an owner, partner, officer, representative, agent or Affiliate Entity of the Contractor either (i) has a PILOT agreement with the City of West Haven or (ii) owes back taxes and has executed an agreement with the City of West Haven to pay said back taxes in installment payments. Such agreement is attached and incorporated herein by reference and the payments under said agreement are not in default.

5.  Other than as may be described in section 4 above, the Contractor (including any owner, partner, officer, other authorized signatory, or Affiliate Entity) does not have any outstanding monetary obligations to the City of West Haven.

6. Please select the applicable representation about the Contractor's business registration:

6a.  Contractor is a Connecticut corporation, partnership, limited liability company or sole proprietorship and its Connecticut Secretary of the State Business ID #:

006026041-000  
Insert State Registration # above

6b.  Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship but is registered to do business in the State of Connecticut. The Contractor's Connecticut Secretary of the State Business ID #:

Insert State Registration # above

6c.  Contractor is a foreign corporation, partnership, limited liability company or sole proprietorship and is not registered to do business in the State of Connecticut. The Contractor is registered in the State of:

Please insert State name above

Contractor has confirmed with the Connecticut Secretary of the State that the services it will provide pursuant to the Agreement do not constitute doing business in the State of Connecticut and no registration with the Connecticut Secretary of the State is required. Contractor does otherwise have the following State of Connecticut registrations, certificates or approvals relevant to the Agreement (if not applicable, state N/A).



7. The following list is a list of the names of all persons affiliated with the business of the Contractor who are also affiliated with the City of West Haven. For purposes of this Affidavit, "affiliated with the business of the Contractor" includes any current or former employee (including officers) of the Contractor or any owner, board member or agent of the Contractor, or of any subsidiary or parent company of the Contractor, and "affiliated with the City of West Haven" means any employee, agent, public official, board member, commissioner or any other person serving in an official capacity for or on behalf of the City of West Haven. If none state none. Use additional sheet if NONE necessary (must be on company letterhead and notarized):

| Name          | City Affiliation Role & Time Frame | Contractor Affiliation Role & Time Frame | DOB |
|---------------|------------------------------------|--|-----|
| 1 <u>NONE</u> |                                    |  |     |
| 2             |                                    |  |     |

8. The following list is a list of all contracts in which either the Contractor, any person affiliated with the business of the Contractor or an Affiliate Entity of the Contractor provides, or has provided, services or materials to the City within one (1) year prior to the date of this disclosure. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Name of Contractor or Affiliate | Affiliation (if applicable) | Contract Number | DOB |
|---------------------------------|-----------------------------|-----------------|-----|
| 1 <u>NONE</u>                   |                             |                 |     |
| 2                               |                             |                 |     |

9. The Contractor possesses an ownership interest in the following business organizations, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| Organization Name | Address | Type of Ownership |
|-------------------|---------|-------------------|
| 1 <u>NONE</u>     |         |                   |
| 2                 |         |                   |

10. The following persons and/or entities possess an ownership interest in the Contractor. If the Contractor is a corporation, list the names of each stockholder whose shares exceed twenty-five (25) percent of the outstanding stock. If none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

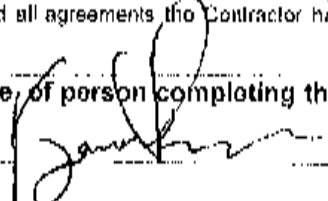
| Name          | Title | % of Ownership | DOB |
|---------------|-------|----------------|-----|
| 1 <u>NONE</u> |       |                |     |
| 2             |       |                |     |

11. If the Contractor conducts business under a trade name, the following additional information is required: the place where such entity is incorporated or is registered to conduct such business; and the address of its principal place of business, if none, state none. Use additional sheet if necessary (must be on company letterhead and notarized):

| TRADE NAME    | PLACE OF INCORPORATION/REGISTRY | PRINCIPAL PLACE OF BUSINESS |
|---------------|---------------------------------|-----------------------------|
| 1 <u>NONE</u> |                                 |                             |
| 2             |                                 |                             |

I hereby certify that I am duly authorized to sign this Affidavit and that the person who will sign the Agreement with the City on behalf of the Contractor will be duly authorized to execute the same. I hereby further certify that the statements set forth above are true and complete on the date hereof and that I, or another authorized individual of the Contractor, will promptly inform the City, in writing, if any of the information provided herein changes or is otherwise no longer accurate at any point during the execution of the above referenced Agreement. I understand that any incorrect information, omission of information or failure of the Contractor to update this information, as described in the foregoing sentence, may result in the immediate termination of any and all agreements the Contractor has with the City of West Haven and disqualification of the Contractor to further contract with the City.

Signature & Title, of person completing this form:

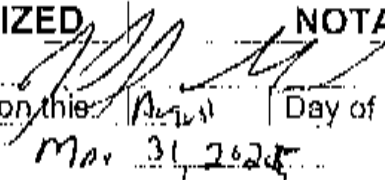


President & CEO of LUM, INC.

**THIS FORM MUST BE NOTARIZED**

**NOTARY SEAL (if available)**

Signature of Notary:



Subscribed and sworn to, before me on this: April Day of 7 2021

My Commission Expires: Mar 31, 2025

*This form should be mailed or emailed to the purchasing department or included with a specific solicitation.*

(This form shall be updated if the Agreement contemplated hereby is not executed within six months of the date hereof.)

Jeffrey B. Schlemmer  
Notary Public, State of Connecticut  
My Commission Expires May 31, 2025

CITY OF WEST HAVEN OPEN ISSUES

11/30/2023

| List # | Issue                          | Required Response  | Status  |
|--------|--------------------------------|--|---|
| 1      | Brewery Development Agreement  | Copy of agreement: lease, assessment cap, pilot, other commitments                         | Providing in 11/30/23 Subcommittee meeting material   |
| 2      | Firefighter Hazard Pay Stipend | Status of City revisiting amount - original request of \$10,000 per firefighter            | <p>City status response in 10/6/22 MARB meeting package: "City administration and City Council believe that this is fair compensation for the unprecedented hazards encountered by the Fire Service." On 10/8/23, OPM Staff had a conference call with fire districts on next step.</p> <p><b>Pending</b> Presenting at 12/4/23 MARB Meeting</p>  |
| 3      | Firefighter Hazard Pay Stipend | Status of revision to MOU with union - FY 2022   | <p>City response in 10/6/22 MARB meeting package addressed MOU related to Partnership transition. "MOU incorporated dates regarding transitioning to the State partnership Plan that can no longer be achieved, City and Union are scheduled to discuss any potential changes to TA and MOU on 10/4/22. The spirit and intent of the dialogue remains intact, however effective dates must be addresses"</p> <p>No change to MOU regarding hazard pay stipend.</p> <p><b>MOU Pending</b> Presenting at 12/4/23 MARB Meeting</p> |
| 4      | Firefighter Hazard Pay Stipend | Analysis of whether stipend creates liability when negotiating with other bargaining units | <p>City response in 10/6/22 MARB meeting package: "City contends that the hazards encountered by Guardians during the initial stages of the pandemic are unique in terms of the physical interpersonal contract required in the performance of their duties, and therefore firefighters are both eligible and deserving of the hazard pay allowance under federal standards."</p> <p><b>Analysis Pending</b> Presenting at 12/4/23 MARB Meeting</p>   |

| List # | Issue   | Required Response   | Status   |
|--------|---|---|--|
| 7      | 5-Year Plan and Mitigation Measures   | Detailed plans/opportunities to enhance revenues or reduce expenditures FY 24-FY 28   | During 9/14/2023 Subcommittee meeting, Members and City went over the items need to be addressed while preparing the revisions including Debt Service Fund, Internal Service Fund, OPEB funding and other 5-year Plan items.<br><br><b>Pending</b> Presenting revised 5-Year Plan and mitigation measures at 11/30/23 Subcommittee |
| 8      | Consolidation of Fire District pension plans. Separate pension investment management services and pension investment advisor services | Detailed tasks and timeline for reviewing options and proceeding with consolidating services. Incorporate fire districts into timeline.   | <b>City held preliminary meeting 9/26/22 with follow-up anticipated in October 2022 - districts not interested. One district has declined. On 9/19/23 Subcommitntee meeting, City agrees to seek an expert assistance.</b>   |
| 10     | Fuel and energy contracts   | Summary of contracts including: Current rates, indicating floating vs. fixed, contract term.<br>Include bus fuel indicating whether company or district carries price risk.   | Electricity contract signed in December 2022. Gasoline/diesel fuel will be sent out to bid. Ending. Partial information distributed 11/3/22. follow-up request from T. Hamilton at 12/1/22 meeting.<br><br><b>Matrix Pending</b> Since 12/1/2022.  |
| 15     | Cohn Reznick report - 4/1/22  | Section V lists several companies and/or individuals that received monies from the city and are listed as questionable. Have any of those companies and/or individuals received any monies from the city since the date of the report? If so, for what purpose? | Requested 3/30/23  |
| 16     | Cohn Reznick report - 4/1/22  | Exhibit A of that report lists several expenditures that are questionable. Specifically, why were independent contractors given bonuses for work? Ernie Chiarelli and Louis Faugno. Who are they and what specific work did they do?                            | Requested 3/30/23  |
| 19     | Cohn Reznick report - 4/1/22  | Has the City Council been presented with both Cohn Reznick reports and did they discuss them in open session with an agenda item for such presentation?   | Requested 3/30/23  |

| List # | Issue                                      | Required Response   | Status  |
|--------|--|---|---|
| 20     | Recover CRF funds - misuse                 | Has the city taken steps to attempt to recover CRF funds from fraudulent/misuse activity?<br><br>FY 24 proposed budget  | City provided updates on 9/19/23 Subcommittee meeting:<br>* \$50k received from John Barnado paid resitution in full.<br>* City is persuing insurance claim to cover the funds<br>* Mr. Dimassa Court Order to pay his resitution |
| 21     | IRS code for personal use of city vehicles | Review IRS rules regarding personal use of city vehicles to determine if taxable benefits   | 3/30/23 sub-committee request<br>City is to consult with its audit firm - PKF   |
| 22     | Fleet cars                                 | List of cars in the fleet and who is provided a car   | 3/30/23 sub-committee request. List from City side was provided 4/13/23 within meeting materials. Waiting for the list from BOE. Updated list including new purchased vehicles is pending.<br><b>BOE's List is pending.</b>       |
| 23     | Fire Districts                             | Fire districts benchmarking -Timeline of looking at fire districts  | On 7/25 Subcommittee meeting, members had a tour of 3 fire districts. <b>RFP for fire service feasibility study of ARPA funds was reviewed and discussed at 8/31/23 MARB meeting. RFP Pending</b>                                 |
| 27     | Special Benefits                           | City and BOE employees with special benefits. i.e. cars   | <b>Pending</b>  |
| 29     | Fire District pensions                     | What is the compensation for the investment managers and advisors. Are gratuities given from these managers to district officials. If so, what are they. Please go back three years | <b>Pending</b>  |
| 32     | Budget Transfers                           | Budget transfers between City and BOE, and other inter-fund transfers over \$50,000 need to be presented to MARB for approval   | FY 2023 Inter-fund transfers are provided by CITY in 10/17/23 meeting materials.<br><b>BOE Transfer is pending</b>  |
| 33     | FY 2023 Audit                              | Timeline to ensure the audit to be completed before 12/31/2023  | <b>Pending</b>  |

**\*\* numbers 5 ,6 ,9, 11, 12 ,13, 14, 17,18,24 ,25,26, 28,30 and 31 were previously closed**

## DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT GRANT ACCEPTANCE

- Acceptance of two DECD grants from the State Bond Commission
- Accepted by West Haven City Council on November 13, 2023
- Senior Center Relocation Project
  - Grant award of \$740,000
- Pedestrian and Parking Infrastructure
  - Grant award of \$250,000



*Project Summaries*

**K-3 \$740,000 DECD Urban Act**

Renovations for the West Haven Senior Center at 201 Noble Street. Funding includes the cost of ADA accessibility improvements and moving the Senior Center to another, larger space in the Muni center. Signed budget included.

**K-2 \$250,000 DECD Urban Act**

Sidewalk and pedestrian improvements at 6 Rock Street. Funding will move a portion of the boardwalk out to accommodate for development at the site. Project also includes installation of a new fence and moving existing benches to fit the new layout. Signed budget included.

**K-4 \$1,250,000 DEEP Urban Act**

Phase 1 of a 4-phase project to improve climate resiliency along Lake St and Colonial Blvd. This phase includes replacement of a beach front outfall pipe and culvert. Funds will also increase existing pipe size to accommodate for increased rainfall. Contract will be created after DEEP receives Council resolution.

**K-1 \$880,000 DEHMS Urban Act**

Include funding to upgrade the police department and animal control building's communication system. More details to come on SOW. Award letter included.





Department of Economic and Community Development

Connecticut

Initial Submission: X
Revision #: PROJECT FINANCING PLAN & BUDGET

Applicant: City of West Haven
Project Name: Senior Center Relocation
Federal ID #: 06-600-2126 Social Sec. #:
Budget Period: Start: October 6, 2023 End: December 31, 2024
For Internal Use Only
Program Title: Urban Act (OPM)
Project #: 2024-155-094-10001
Budget Period Approved by DECD
Start: October 6, 2023
End: December 31, 2024
THE FOLLOWING APPLIES TO HOUSING PROJECTS ONLY:
Units Counted By: ( ) Beds ( ) Bedrooms
Total Units: Assisted Units: Unit Mix: 0BR 1BR 2BR 3BR 4BR

Table with columns: SOURCES OF FUNDING, NON-DECD FUNDS (CASH, IN-KIND), DECD FUNDS (GRANT, LOAN), TOTAL. Rows include Private Investment, Bank Financing, CT. Development Authority, CT. Innovations, Inc., CHFA, DECD Program #1: PA 79-607, Sec. 21 (b), DECD Program #2, Other: US HUD Funds, Other: Local Funds, and TOTAL SOURCES.

Approval of the Project Financing Plan and Budget for State Assistance in the amount shown in the above summary and for the time period indicated is hereby requested. It is understood that the project will be operated in accordance with the Project Financing Plan and Budget approved by the Connecticut Department of Economic and Community Development.

Date Submitted: 11/8/2023 Applicant: City of West Haven
Authorized Signature: Nancy R. Rossi Title: Mayor- Nancy R. Rossi

FOR INTERNAL USE ONLY

The Project Financing Plan and Budget is hereby approved in the amounts and for the time period indicated.

Date: Signed: Matt Pugliese, Executive Director

Date: Signed: Robert Hotaling, Deputy Commissioner

