

STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD
SPECIAL MEETING NOTICE AND AGENDA

AGENDA

Meeting Date and Time: Tuesday, April 23, 2024, 10:00 AM –12:00 PM

Meeting Location: Board of Regents
61 Woodland Street
Hartford, CT 06105

Meeting materials can be found at
<https://portal.ct.gov/OPM/Marb/Full-Board-Meetings-and-Materials>

Call-In Instructions: Telephone: 1-860-840-2075
Meeting ID: 271 948 080 090

- I. Call to Order & Opening Remarks by Secretary Jeff Beckham and Treasurer Erick Russell
- II. Public Comment Period – *The Public Comment portion of the agenda will be announced by the Chair. Members of the public will be provided an opportunity to speak. Before making their comments, members of the public wishing to speak must be recognized by the Chair. Speakers shall limit their comments to two minutes due to time constraints of this meeting. Speakers who called in by phone please press *6 to unmute.*
- III. Approval of Minutes:
 - a. March 21, 2024, Special Meeting
- IV. City of Hartford
 - a. Subcommittee Update
 - b. Review and Discussion: City and BOE Monthly Financial Report: February 2024
- V. City of West Haven
 - a. Subcommittee Update
 - b. Review and Discussion: Mayor Recommended Budget FY 2025
 - c. Review and Discussion: 5-Year Plan
 - d. Mayor’s Executive Summary
 - e. Tier IV Action Plan Update:
 - i. Organizational Assessment - Whittlesey
 - ii. Finance Manager – Protiviti

- f. Review, Discussion and Possible Actions: Non-Labor Contracts:
 - i. PKF O'Connor Davies – Audit Service
 - ii. Rehrig Pacific Company – Purchase of Recycle Bins

- g. Review and Discussion: City and BOE Monthly Financial Report: February 2024

VI. Other Business

VII. Adjourn

STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD
DRAFT SPECIAL MEETING MINUTES

Meeting Date and Time: Thursday, March 21, 2024, 10:00 AM

Meeting Location: This was a virtual meeting. Meeting materials can be found at <https://portal.ct.gov/OPM/Marb/Full-Board-Meetings-and-Materials>

Call-In Instructions: Telephone: 1-860-840-2075
Meeting ID: 346 956 756 #

Members in Attendance: Secretary Jeffrey Beckham, Andrea Comer (State Treasurer’s Designee), Stephen Falcigno, Thomas Hamilton (joined at 10:16am), Lisa Hammersley, Sal Luciano (joined at 10:29am), Mark Waxenberg, Robert White and Susan Weisselberg.

Municipal Officials in Attendance: Mayor Dorinda Borer, David Taylor, Rick Spreyer, Brian Laucks, Paul Dorsi, Chris Hodgson, Craig Thompson, and John Walsh (Police Union).

Staff in Attendance: Kimberly Kennison, James Caley, Gareth Bye, John Mehr, Simon Jiang, Bill Plummer, Michael Reis, and Lori McLoughlin.

I. Call to Order & Opening Remarks by Secretary Jeffrey Beckham

The meeting was called to order at 10:02 a.m.

II. Approval of Minutes

a. February 22, 2024, Regular Meeting

Ms. Comer made a motion to approve the February 22, 2024, Minutes with a second from Ms. Hammersley. The motion carried with Ms. Weisselberg abstaining. (Mr. Hamilton and Mr. Luciano joined the meeting after the minutes were approved.)

b. March 7, 2024, Special Meeting

Mr. White made a motion to approve the March 7, 2024, Minutes with a second from Ms. Weisselberg. The motion carried. (Mr. Hamilton and Mr. Luciano joined the meeting after the minutes were approved.)

III. Review and Discussion: Binding Arbitration Between City of West Haven and West Haven Police Union, Local #895, UPSEU-C.O.P.S. regarding Police Pension - Draft Issues List

At the February 22, 2024 meeting, the MARB voted down the West Haven Police Pension Agreement. The City and the Police Union were given 10 days from the date of rejection to consider MARB’s concerns and propose a modified agreement.

At the March 7, 2024, Special MARB meeting, no approved modified tentative agreement was provided to the MARB by the City and the Union. Since the MARB did not receive a modified agreement, the statute, Section 7-576e(a)(3)(iv), requires the MARB to impose binding arbitration on the parties.

Secretary Beckham stated that this meeting was called to discuss and to approve the Issues List that will be provided to the arbitrator, a list of three (3) arbitrators, and the Bylaws that will govern the arbitration. Subsequently, a review of these draft documents may include some legal and statutory questions.

Mr. White made a motion to go into Executive Session to discuss the items, with a second from Mr. Falcigno. The MARB went into Executive Session at 10:05am.

Executive Session pursuant to Connecticut General Statutes sections 1-200(6)(E) and 1-210(b)(10), for communication privileged by the attorney-client relationship. The following attend the Executive Session: all MARB members, Attorney Caley, Attorney Bye, and OPM staff.

Mr. White made a motion to come out of Executive Session with a second from Ms. Comer. The MARB came out of Executive Session at 11:18am.

After returning to the Special Meeting, Secretary Beckham inquired if the MARB had additional questions or concerns regarding the Issue List.

Mr. White made a motion to add two items to the Issues List for the arbitrator to address:

- 1) Issue No. 16: The police pension plan must be on a fiscally stable position going forward and
- 2) Issue No. 17: The MARB is concerned with the overall plan for retention and recruitment of police officers, of which the proposed pension plan changes are a part of.

Mr. Hamilton seconded. Motion carried.

Secretary Beckham noted that interpretation of the Statute indicates that additions can be made to this List at any time prior to the completion of the arbitration.

Ms. Comer made a motion to approve the Draft Issue List as amended with the additional two items and was seconded by Mr. White. Motion carried.

Secretary Beckham noted that the issues List as drafted and amended is now available to anyone who wants to see it. This list will be presented to the selected arbitrator.

IV. Review, Discussion and Possible Action: Draft Amendment of MARB Bylaws

As part of this arbitration process, the MARB needs to amend its Bylaws to include procedures for binding arbitration.

- a. Draft Arbitration Procedure Rules (Exhibit A)

The Draft Amendment of MARB Bylaws was presented for review at the last meeting. A clean copy and a draft redline copy of the Bylaws and the “Rules of Procedure for Binding Arbitration for Tier IV Municipalities” prepared by the attorneys was included in the meeting packet for discussion.

Ms. Kennison noted that in the updating of the draft, legal counsel requested additional language to Exhibit A – Section B. 9, page 13, to include “Notwithstanding the foregoing, the arbitrator shall, in all cases, have discretion to vary the time frame to accommodate scheduling conflicts.” Ms. Kennison asked that this additional language become part of the Bylaws.

A motion was made by Mr. Falcigno to approve the additional language to be part of the MARB Bylaws and was seconded by Mr. Hamilton. Motion carried.

A motion was made by Mr. Falcigno to approve the MARB Bylaws as amended with the additional language and was seconded by Ms. Hammersley. Motion carried.

V. Discussion: Potential Arbitrators for the Governor’s Arbitrator List

As part of the Arbitration process, Section 7-576e(a)(3)(v) states binding arbitration requires an arbitrator be selected by the Governor from a list of three (3) potential arbitrators approved by and submitted to the Governor by the Board. The MARB was presented with two lists, one from OPM with three (3) recommendations and one from the City of West Haven with three (3) recommendations.

Mr. Waxenberg moved, and Mr. Hamilton seconded that the names of the three (3) individuals provided by OPM be provided to the Governor. The motion passed unanimously.

VI. Review, Discussion and Possible Action: West Haven Non-Labor Contracts:

a. City and Glacier Computer – Purchase of Mobil Data Terminals for Police Department

This contract is for the purchase of 28 Mobile Data Terminals for the West Haven Police Department at a cost of \$149,995.16. The vendor is Glacier Computer, which is part of the Sourcewell contract, a purchasing type co-op used by the Police Department. This purchase will be funded by a State DEHMS Urban Grant.

Mayor Borer stated that this is a continuation of an \$880,000 State bonding grant the City received two and half years ago for its communication system.

Mr. Waxenberg made a motion to approve the contract with a second by Mr. Falcigno. The motion passed unanimously.

b. BOE and Antinozzi Associates, P.C. – Architectural Design for Cafeteria Improvements Carrigan to Middle School

The Board of Education is looking to update the food service area at Carrigan Intermediate School with the replacement of interior finishes and kitchen equipment. The target date for the project is during the summer of 2024. The City has an On-Call Architectural list that includes Antinozzi Associates. The Board of Education is looking to hire Antinozzi Associates to perform Professional Design Services for this project at a cost of \$96,038. This project is being funded through an incentive program offered through the food service provider Sodexo (also called Board of Education "Fund 801").

Mr. Spreyer noted that this contract is for much needed improvements to the cafeteria including flooring and kitchen equipment. This is funded through an incentive program with Sodexo. This contract is for the design only portion of the project.

Ms. Comer made a motion to approve the contract with a second by Mr. Hammersley. The motion passed unanimously.

c. City and Prism Response, LLC – Abatement of Hazardous Materials for City Hall Windows Replacement

The City of West Haven advertised bids to replace the windows at City Hall. The City was seeking contractors to replace the windows and to perform abatement work. The abatement piece of the project had to be re-bid and resulted in one bid. The bid was reviewed by the ARPA Committee with the abatement bid for this project being awarded to Prism Response, LLC of West Haven at a price of \$193,900. This project is ARPA funded.

Mr. Spreyer noted that this went out to bid twice. The bid was split into abatement and the installation of the windows. This was the only bidder to the abatement bid and was lower than the budgeted amount.

Mr. Hammersley made a motion to approve the contract with a second by Mr. Hamilton. The motion passed unanimously.

d. City and 4 You, LLC – City Hall Windows Replacement

The City of West Haven advertised bids to replace the windows at City Hall. The City was looking for contractors to replace the windows and to perform abatement work. The City received three (3) bids for the window replacement piece for the project. The bids were reviewed by the ARPA Committee with the window replacement bid for this project being awarded to 4 You, LLC of Woodbridge at a price of \$297,680. This project is ARPA funded.

Mr. Spreyer noted that of the bids received, 4 You, LLC was the lowest responsible bidder. The timeline on this project is 90 days lead time and once delivered, a 90-day installation period.

Ms. Comer made a motion to approve the contract with a second by Mr. Hammersley. The motion passed unanimously.

e. City and Bigbelly Solar, LLC – Purchase of Trash Receptables

This contract is for the purchase of ten (10) Sense Max Double Station trash receptacles with accessories for \$69,487.10. The vendor is BigBelly Solar of Needham, Mass. This purchase is through the cooperative contract, FAC113Designated DEP and is being funded using “NIPS” money from the State.

Mr. Spreyer stated that “NIPS” money must be used for environmental issues. The City is using a Massachusetts State contract that it is allowed to piggyback off as being a municipality. These trash receptacles will be placed around the City and the beach area. They are solar powered and will continually compact the trash to reduce the need to be emptied.

Mr. Hamilton made a motion to approve the contract with a second by Ms. Hammersley. The motion passed unanimously.

f. City and Arts Council of Greater New Haven, Inc. – ARPA Micro Grants

The City of West Haven appropriated ARPA funds for “Support for Arts Community Funding”. The City issued an RFP in August 2023 seeking contractors to assist in disbursing these funds. The Arts Council of Greater New Haven was the only bidder. The bid was reviewed by the ARPA Committee and the Arts Council was awarded the bid.

This is a Service Agreement between the City of West Haven and the Arts Council of Greater New Haven for \$135,000 with a term that ends September 1, 2024. The Arts Council is responsible for the issuance of microgrants ranging from \$2,500 up to \$10,000 that total up to \$116,250. These microgrants are for artists, arts organizations, and creative businesses that will deliver high-quality arts and culture to the West Haven community. For this service, the Arts Council of Greater New Haven will be paid \$18,750 administrator services fee.

Mayor Borer remarked that the ARPA Committee and the City Council earmarked funds for the arts community. These are microgrants that the City is not structured to administer. The Greater New Haven Arts Council will be advertising and administering these grants for a 7% fee.

Ms. Comer made a motion to approve the contract with a second by Mr. Waxenberg. The motion passed unanimously.

VII. Adjourn

Mr. Falcigno made a motion to adjourn. Motion passed. The meeting was adjourned at 11:40am.

City of Hartford

FY2024

Monthly Financial Report to the Municipal Accountability Review Board



February 2024
(FY2024 P8)

Meeting date: April 11th, 2024

City of Hartford
Budget and Financial Report
to the Municipal Accountability Review Board

FY2024 General Fund Summary	1
Revenue and Expenditure Footnotes	2
Revenue Summary - Major Category	3
Tax Collections	4
Expenditure Summary - Departments	5
Expenditure Summary - Major Category	6
Appendix - Full-time payroll	7

City of Hartford - FY2024 General Fund Financial Report & Projection

4/11/2024

Revenue Category	FY2023 AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (FEB)	FY2024 ACTUAL (FEB)	FY2024 PROJECTION	VARIANCE (FAV)/UNFAV
41 General Property Taxes ¹	(305,340,480)	(300,623,516)	(300,623,516)	(291,685,952)	(297,798,338)	(300,886,940)	(263,424)
42 Licenses & Permits ²	(10,342,165)	(6,595,671)	(6,595,671)	(5,354,052)	(8,982,485)	(8,982,485)	(2,386,814)
43 Fines Forfeits & Penalties ³	(123,877)	(153,840)	(153,840)	(72,212)	(57,383)	(153,840)	-
44 Revenue from Money & Property ⁴	(10,989,195)	(7,479,015)	(7,479,015)	(6,313,323)	(7,963,383)	(10,015,731)	(2,536,716)
45 Intergovernmental Revenues ⁵	(344,155,677)	(294,045,484)	(294,045,484)	(189,044,462)	(201,515,842)	(302,109,196)	(8,063,712)
46 Charges For Services ⁶	(4,969,994)	(3,777,049)	(3,777,049)	(3,286,103)	(3,061,079)	(3,791,023)	(13,974)
47 Reimbursements ⁷	(104,627)	(89,653)	(89,653)	(49,800)	(52,790)	(89,653)	-
48 Other Revenues ⁸	(533,372)	(276,081)	(276,081)	(356,179)	(814,926)	(540,694)	(264,613)
53 Other Financing Sources ⁹	(4,353,200)	(6,130,800)	(6,130,800)	(1,813,641)	(2,809,250)	(6,130,800)	-
Total Revenues¹⁷	(680,912,588)	(619,171,109)	(619,171,109)	(497,975,723)	(523,055,475)	(632,700,361)	(13,529,252)

Expenditure Category	FY2023 AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (FEB)	FY2024 ACTUAL (FEB)	FY2024 PROJECTION	VARIANCE (FAV)/UNFAV
Payroll ¹⁰	117,848,342	133,899,419	133,969,097	74,249,865	79,171,041	133,649,523	319,574
Benefits ¹¹	67,642,557	101,207,991	100,707,991	48,675,031	61,901,729	98,324,591	2,383,400
Debt & Other Capital ^{12, 16}	112,577,568	17,397,994	17,897,994	15,244,446	5,444,465	17,897,994	-
Library	8,663,336	9,201,354	9,201,354	2,663,336	6,134,396	9,201,354	-
Metro Hartford Innovation Services	5,292,973	5,075,732	5,075,732	2,928,649	3,383,824	5,075,732	-
Utilities ¹⁴	29,880,834	30,331,815	30,312,815	19,930,874	18,837,748	30,383,153	(70,338)
Other Non-Personnel ¹⁵	34,640,109	38,043,530	47,892,852	19,544,163	31,859,175	49,926,955	(2,034,103)
Education ¹³	284,013,274	284,013,274	284,013,274	158,013,035	158,013,035	284,013,274	-
Total Expenditures¹⁷	660,558,992	619,171,109	629,071,109	341,249,399	364,745,414	628,472,577	598,532

Revenues and Expenditures, Net	(20,353,596)	-	9,900,000	(156,726,325)	(158,310,062)	(4,227,785)	
Use of Assigned Fund Balance¹⁸	-	-	(9,900,000)	-	(9,900,000)	(9,900,000)	-
Projected (Surplus)/Deficit	-	-	-	-	(168,210,062)	(14,127,785)	-

REVENUE FOOTNOTES

- ¹ (1) Cumulative through February FY2024, current year tax levy revenue actuals are 0.75% or \$2.13M higher than FY2023 Period 8 (February).
(2) Prior Year Levy collections actuals are tracking favorably by 66% or \$2.77M compared to the FY2023 cumulative through February.
(3) Interest and liens collections actuals through February FY2024 are 44% or \$1.32M higher than actuals through February FY2023.
(4) Revenues from subsequent tax lien sales through February FY2024 are slightly higher than revenues from this source through February FY2023.
- ² The Licenses and Permits revenue category is primarily comprised of building, electrical, mechanical, plumbing permits, and food and milk dealer licenses. This revenue category's actuals are tracking favorably by 68% or \$3.63M compared to the FY2023 cumulative through February.
- ³ The Fines, Forfeits and Penalties revenue line item includes revenues from false alarms fines.
- ⁴ Revenue from Money and Property contains lease/rental and short-term investment income. FY2024 actuals are tracking 26% or \$1.65M higher than February FY2023 due to higher interest revenue.
- ⁵ Intergovernmental Revenues reflect the receipts of Education Cost Sharing, Supplemental Car Tax and PILOT revenues from the State. February FY2024 actuals are 6.60% or \$12.47M higher than February FY2023 actuals. Favorability projected is due to State PILOT payment received exceeding budget by \$3.4M and Municipal Revenue Share received exceeding budget by \$4.5M.
- ⁶ Charges for Services contains revenues associated with the conveyance tax, transcript/filing of records, and special events. This revenue line item varies each year with historical actuals ranging from \$2.8M to \$5.0M. February FY2024 actuals are 7% or \$0.23M lower than February 2023 actuals due to lower conveyance tax revenues.
- ⁷ Reimbursements (primarily Section 8) largely occur at fiscal year end.
- ⁸ Other Revenues will vary year to year based on unanticipated items such as settlements. This revenue category's actuals through February FY2024 are \$0.46M higher than the FY2023 cumulative through February.
- ⁹ Other Financing Sources reflects revenues from, DoNo Stadium Fund (1), the Parking Authority Fund (2), Special Police Service Fund (3), and other (4). Category actuals through February FY2024 are 55%, or \$1.00M higher than actuals through February FY2023.
(1) Yard Goat Admission Tax is received monthly and is included in the year to date actuals.
(2) The revenue from Hartford Parking Authority is received quarterly.
(3) Revenues from Police Private Duty are posted quarterly.

EXPENDITURE FOOTNOTES

- ¹⁰ Payroll (FT, PT, OT and Holiday) is projected to be net favorable by \$320K. The methodology of the full-time payroll projection (detailed in the appendix) reflects 30 weeks of actual payroll expenses with 22.2 weeks remaining. Vacancies are assumed to be refilled with 18.2 weeks remaining in the fiscal year. Vacancy and attrition savings of \$7.40M and \$40K of favorability in Holiday Pay is offset by a projected shortfall of \$6.76M in OT and \$357K in PT. Payroll will continue to be monitored throughout the fiscal year.
- ¹¹ Benefits and Insurances is projected to be net favorable due to health claims and centrally budgeted salary increases being realized in departments city-wide.
- ¹² The FY2024 Adopted Budget for Debt & Other Capital is comprised of \$4.65M for Downtown North principal and interest, \$220K for a Grant in Lieu of Taxes payment, \$116K for Clean Water loan principal and interest, and \$12.42M for Pay-As-You-Go CapEx. In addition, \$500K for ARPA has been transferred from Benefits and Insurances for a grand total of \$17.90M.
- ¹³ Education YTD actuals reflect 8 months of the City's tax supported payment of \$96M and two payments from the State of Connecticut. The \$188M ECS will be recorded as the State allocation is received.
- ¹⁴ Utilities are projected to be unfavorable due to electricity costs and waste disposal, offset by water and tipping fees.
- ¹⁵ Other is projected to be net unfavorable primarily due to legal settlements and prior year tax refunds. The Revised budget for Other reflects the City's use of Assigned Fund Balance to fund the settlement with Centerplan in November 2023. A corresponding entry is included in the Use of Assigned Fund Balance line to indicate the funding source of the settlement cost.
- ¹⁶ Under the executed Contract Assistance agreement, \$49.86M of General Obligation debt service payments are made on the City's behalf by the State of Connecticut in FY2024. Consistent with GAAP rules, the contract assistance payments are recorded as donated capital revenue. The debt service expenditures are recorded in the ledger in the Debt Service line item to properly reflect the retirement of debt. This unbudgeted debt expense is offset by contract assistance revenue.
- ¹⁷ The City's financial system (Munis) reflects revenues as negative values (credits) and expenditures as positive values. A negative variance for revenues is favorable. A positive variance for revenues is unfavorable.
- ¹⁸ The Use of Assigned Fund balance reflects the settlement with Centerplan in November 2023. The corresponding expense is included in the Other expenditure category.

Revenue Summary - Major Category

	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (FEBRUARY)	FY2024 ACTUAL (FEBRUARY)
41-TAXES	(300,623,516)	(300,623,516)	(291,685,952)	(297,798,338)
CURRENT YEAR TAX LEVY	(292,019,388)	(292,019,388)	(284,048,536)	(286,175,027)
INTEREST AND LIENS	(4,100,000)	(4,100,000)	(3,035,249)	(4,357,492)
PRIOR YEAR LEVIES	(4,300,000)	(4,300,000)	(4,190,032)	(6,962,330)
TAX LIEN SALES	-	-	(193,550)	(196,495)
OTHER	(204,128)	(204,128)	(218,585)	(106,994)
42-LICENSES AND PERMITS	(6,595,671)	(6,595,671)	(5,354,052)	(8,982,485)
BUILDING PERMITS	(3,614,100)	(3,614,100)	(2,724,124)	(4,460,562)
ELECTRICAL PERMITS	(900,000)	(900,000)	(841,722)	(1,922,652)
FOOD & MILK DEALER LICENSES	(236,400)	(236,400)	(240,675)	(183,675)
MECHANICAL PERMITS	(800,000)	(800,000)	(530,744)	(1,260,170)
PLUMBING PERMITS	(375,000)	(375,000)	(254,253)	(691,667)
OTHER	(670,171)	(670,171)	(762,534)	(463,758)
43-FINES FORFEITS AND PENALTIES	(153,840)	(153,840)	(72,212)	(57,383)
FALSE ALARM CITATIONS-POL&FIRE	(138,000)	(138,000)	(58,711)	(52,562)
LAPSED LICENSE/LATE FEE	(7,100)	(7,100)	-	(1,600)
OTHER	(8,740)	(8,740)	(13,501)	(3,221)
44-INTEREST AND RENTAL INCOME	(7,479,015)	(7,479,015)	(6,313,323)	(7,963,383)
BILLINGS FORGE	(20,428)	(20,428)	(16,872)	(17,688)
CT CENTER FOR PERFORM ART	(50,000)	(50,000)	(33,333)	(20,833)
INTEREST	(6,769,335)	(6,769,335)	(5,883,460)	(7,439,660)
RENT OF PROP-ALL OTHER	(87,720)	(87,720)	(59,360)	(66,212)
RENTAL OF PARK PROPERTY	(40,421)	(40,421)	(24,950)	(15,242)
RENTAL OF PARKING LOTS	-	-	(27,061)	(291)
RENTAL OF PROP-FLOOD COMM	(99,360)	(99,360)	(58,800)	(77,404)
RENTAL-525 MAIN STREET	-	-	(15,863)	(5,586)
RENTS FROM TENANTS	(161,400)	(161,400)	(109,006)	(145,316)
SHEPHERD PARK	(124,207)	(124,207)	-	-
THE RICHARDSON BUILDING	(90,000)	(90,000)	(66,544)	(139,008)
UNDERWOOD TOWER PILOT	(36,144)	(36,144)	(18,072)	(36,144)
OTHER	-	-	(1)	-
45-INTERGOVERNMENTAL	(294,045,484)	(294,045,484)	(189,044,462)	(201,515,842)
MUNICIPAL AID	(291,655,207)	(291,655,207)	(187,319,041)	(200,112,455)
CAR TAX SUPPL MRSF REV SHARING	(22,167,600)	(22,167,600)	(18,768,858)	(22,167,601)
EDUCATION COST SHARING	(187,974,890)	(187,974,890)	(94,050,541)	(93,987,446)
HIGHWAY GRANT	(1,166,310)	(1,166,310)	(1,166,310)	(1,162,089)
MASHANTUCKET PEQUOT FUND	(6,136,523)	(6,136,523)	(2,045,508)	(2,045,508)
MRSA BONDED DISTRIBUTION GRANT	(1,419,161)	(1,419,161)	-	-
MRSF SELECT PILOT	(15,792,632)	(15,792,632)	(16,142,362)	(20,331,835)
MUNICIPAL STABILIZATION GRANT	-	-	(3,370,519)	-
PRIV TAX EXEMPT PROPERTY	(56,998,091)	(56,998,091)	(51,774,943)	(60,417,977)
OTHER MUNICIPAL AID	-	-	-	-
STATE CONTRACT ASSISTANCE	-	-	-	-
OTHER STATE REVENUES	(87,045)	(87,045)	(84,227)	(97,308)
JUDICIAL BRANCH REV DISTRIB.	(66,947)	(66,947)	(66,064)	(97,308)
VETERANS EXEMPTIONS	(20,098)	(20,098)	(18,163)	-
PILOTS, MIRA & OTHER INTERGOVERNMENTAL	(2,299,932)	(2,299,932)	(1,637,843)	(1,295,679)
DISABIL EXEMPT-SOC SEC	(7,262)	(7,262)	(6,532)	(5,794)
GR REC TAX-PARI MUTUEL	(165,714)	(165,714)	(104,765)	(101,607)
HEALTH&WELFARE-PRIV SCH	(54,629)	(54,629)	-	-
MATERIALS INNOVATION RECYCLING	-	-	-	-
PHONE ACCESS LN TAX SH	(640,525)	(640,525)	-	-
PILOT CHURCH HOMES INC	(126,588)	(126,588)	(126,322)	(126,512)
PILOT FOR CT CTR FOR PERF	(300,000)	(300,000)	-	-
PILOT FOR HARTFORD 21	(500,000)	(500,000)	(250,000)	(250,000)
PILOT HARTFORD HILTON	(327,000)	(327,000)	(1,045,887)	(210,940)
PILOT HARTFORD MARRIOTT	(153,214)	(153,214)	(80,213)	(501,326)
PILOT-PENNANT N CROSSING	-	-	(24,125)	(74,500)
PILOT TRINITY COLLEGE	(25,000)	(25,000)	-	(25,000)
OTHER	(3,300)	(3,300)	(3,351)	(10,400)
STATE REIMBURSEMENTS	(3,300)	(3,300)	(3,351)	(10,400)
46-CHARGES FOR SERVICES	(3,777,049)	(3,777,049)	(3,286,103)	(3,061,079)
CONVEYANCE TAX	(1,800,000)	(1,800,000)	(1,818,330)	(1,376,272)
FILING RECORD-CERTIF FEES	(300,000)	(300,000)	(209,723)	(211,112)
TRANSCRIPT OF RECORDS	(805,266)	(805,266)	(417,611)	(401,645)
OTHER	(871,783)	(871,783)	(840,438)	(1,072,049)
47-REIMBURSEMENTS	(89,653)	(89,653)	(49,800)	(52,790)
ADVERTISING LOST DOGS	(453)	(453)	(220)	(270)
DOG ACCT-SALARY OF WARDEN	(2,105)	(2,105)	-	-
OTHER REIMBURSEMENTS	-	-	-	-
REIMB FOR MEDICAID SERVICES	-	-	(5,724)	-
SECTION 8 MONITORING	(83,890)	(83,890)	(41,855)	(51,094)
OTHER	(3,205)	(3,205)	(2,000)	(1,426)
48-OTHER REVENUES	(276,081)	(276,081)	(356,179)	(814,926)
MISCELLANEOUS REVENUE	(65,749)	(65,749)	(99,861)	(239,602)
OVER & SHORT ACCOUNT	-	-	(0)	(190)
SALE OF DOGS	(6,849)	(6,849)	(3,368)	(4,869)
SETTLEMENTS - OTHER	(3,000)	(3,000)	-	-
OTHER	(200,483)	(200,483)	(252,950)	(570,265)
53-OTHER FINANCING SOURCES	(6,130,800)	(6,130,800)	(1,813,641)	(2,809,250)
DOWNTOWN NORTH (DONO)	(1,055,800)	(1,055,800)	(188,920)	(315,167)
REVENUE FROM HTFD PKG AUTHY	(2,325,000)	(2,325,000)	(1,000,000)	(1,282,000)
SPECIAL POLICE SERVICES	(2,750,000)	(2,750,000)	(624,721)	(1,212,083)
Grand Total	(619,171,109)	(619,171,109)	(497,975,723)	(523,055,475)

MARB Report - February 2024

CITY OF HARTFORD

PROPERTY TAX COLLECTIONS REPORT FOR FY2023 AND FY2024

PROPERTY TAX COLLECTIONS REPORT THROUGH FEBRUARY 29, 2024

February FY2024	Current Year Taxes		Prior Year Taxes		Interest		Lien Sales		Total Collections	
	Actual FY2023	Actual FY2024	Actual FY2023	Actual FY2024	Actual FY2023	Actual FY2024	Actual FY2023	Actual FY2024	FY2023	FY2024
July	107,971,467	108,382,349 ²	(298,163)	1,209,101 ^{1,3}	343,138	334,426	187,912	-	108,204,354	109,925,876
August	41,837,343	39,513,704	835,535	464,642 ³	588,188	340,531	5,637	-	43,266,703	40,318,876
September	2,173,272	4,313,472 ²	743,324	650,109 ³	343,968	402,506	-	193,550	3,260,564	5,559,636
October	1,843,488	2,422,432 ²	422,659	1,591,353 ³	279,932	1,362,737	-	-	2,546,079	5,376,521
November	1,617,965	2,393,539 ²	389,123	808,910 ³	212,941	336,654	-	-	2,220,029	3,539,103
December	12,932,762	8,149,513 ⁴	792,694	779,562 ³	388,100	445,942	-	2,946	14,113,556	9,377,962
January	91,000,592	95,066,146 ²	630,563	544,896 ³	353,103	562,227	-	-	91,984,258	96,173,269
February	24,671,648	25,933,875 ²	674,296	913,756 ³	525,881	572,469	-	-	25,871,825	27,420,099
March	2,998,533		490,841		440,357		-	-	3,929,731	-
April	2,087,493		453,871		403,762		-	-	2,945,125	-
May	1,396,702		591,304		376,822		-	-	2,364,828	-
June	1,224,379		1,078,738		760,857		-	-	3,063,974	-
Total Collections	291,755,643	286,175,027	6,804,786	6,962,330	5,017,047	4,357,492	193,550	196,495	303,771,026	297,691,344
60 Days Collections	-		1,314,043		-		-		1,314,043	-
Reclass - Year End Entries	(107,155)		100,134		(2,797)		-		(9,818)	-
Adjusted Total Collections	291,648,488	286,175,027	8,218,964	6,962,330	5,014,250	4,357,492	193,550	196,495	305,075,251	297,691,344

Summary	Current Year Taxes		Prior Year Taxes		Interest		Lien Sales		Total Collections	
	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024
Total Budget	285,792,269	292,019,388	5,130,000	4,300,000	3,800,000	4,100,000	-	-	294,722,269	300,419,388
Total Current Levy (GL 2022) New Bills	313,145,577	318,948,262	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Collections Through FEBRUARY	284,048,536	286,175,027	4,190,032	6,962,330	3,035,249	4,357,492	193,550	196,495	291,467,368	297,691,344
Outstanding Receivable at 02/29	23,030,223	20,797,454	42,141,429	46,136,902	n/a	n/a	n/a	n/a	n/a	n/a
Timing Adjust bridging QDS to Munis		11,975,781								

Statistics	Current Year Taxes		Prior Year Taxes		Interest		Lien Sales		Total Collections	
	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024	FY2023	FY2024
% of Budget Collected	99.39%	98.00%	81.68%	161.91%	79.87%	106.28%	-	-	98.90%	99.09%
% of Adjusted Levy Collected	90.71%	89.72%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Mill Rate Real Estate	68.95	68.95								
Mill Rate Personal Property	68.95	68.95								
Mill Rate Motor Vehicle	32.46	32.46								

NOTES

¹ FY2023 P1 - PY levy collected \$1.18M; however, it offset against credit adjustments due to tax appeals and court stipulations.

² Current Year Tax collections exceed prior year due to timing.

³ Payment of prior year taxes including interest.

⁴ Multiple 2nd installments were paid early in prior year.

Expenditure Summary - Departments

	FY2023 UN-AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (FEB)	FY2024 ACTUAL (FEB)	FY2024 PROJECTION	VARIANCE FAV/(UNFAV)
00111 MAYOR'S OFFICE	701,019	823,510	823,510	433,556	478,165	810,908	12,602
00112 COURT OF COMMON COUNCIL	669,182	978,077	978,077	404,249	414,345	966,761	11,316
00113 TREASURER	369,367	532,905	532,905	250,527	220,476	507,544	25,361
00114 REGISTRARS OF VOTERS ¹	684,474	549,635	849,805	490,509	548,916	858,080	(8,275)
00116 CORPORATION COUNSEL ²	1,255,453	1,529,493	1,529,493	746,695	951,085	1,612,829	(83,336)
00117 TOWN & CITY CLERK	805,181	985,440	985,440	477,409	559,759	935,534	49,906
00118 INTERNAL AUDIT ²	521,697	534,412	534,412	320,780	322,671	544,998	(10,586)
00119 CHIEF OPERATING OFFICER	1,551,080	1,526,876	1,526,876	1,004,470	748,279	1,398,884	127,992
00122 METRO HARTFORD INNOVATION SERV	5,292,973	5,075,732	5,075,732	2,928,649	3,383,824	5,075,732	0
00123 FINANCE	3,207,768	4,154,432	4,154,432	1,925,070	2,255,521	3,855,810	298,622
00125 HUMAN RESOURCES	1,629,033	1,971,324	1,971,324	925,676	902,145	1,893,988	77,336
00128 OFFICE OF MANAGEMENT & BUDGET	917,759	1,515,173	1,515,173	540,749	798,149	1,444,181	70,992
00132 FAMILIES, CHILDREN, YOUTH & RECREATION	3,553,301	5,099,654	5,099,654	2,443,544	2,571,634	5,009,061	90,593
00211 FIRE ³	38,502,627	41,693,957	41,693,957	23,719,413	25,340,806	42,061,762	(367,805)
00212 POLICE	49,030,977	53,136,477	53,136,477	30,717,475	31,990,077	53,060,723	75,754
00213 EMERGENCY SERVICES & TELECOMM. ⁴	4,464,278	5,231,157	5,231,157	3,105,024	3,623,710	5,854,585	(623,428)
00311 PUBLIC WORKS	18,034,961	21,503,825	21,503,825	11,064,102	13,312,704	21,479,051	24,774
00420 DEVELOPMENT SERVICES	6,138,695	6,825,654	6,825,654	2,898,797	2,830,206	6,652,203	173,451
00520 HEALTH AND HUMAN SERVICES	5,048,892	5,758,563	5,758,563	2,110,556	2,238,802	5,384,259	374,304
00711 EDUCATION	284,013,274	284,013,274	284,013,274	158,013,035	158,013,035	284,013,274	0
00721 HARTFORD PUBLIC LIBRARY	8,663,336	9,201,354	9,201,354	2,663,336	6,134,396	9,201,354	0
00820 BENEFITS & INSURANCES ⁵	67,642,557	101,207,991	100,707,991	48,675,031	61,901,729	98,324,591	2,383,400
00821 DEBT SERVICE	112,577,568	17,397,994	17,897,994	15,244,446	5,444,465	17,897,994	0
00822 NON OP DEPT EXPENDITURES ⁶	45,283,541	47,924,200	57,524,030	30,146,298	39,760,514	59,628,471	(2,104,441)
Grand Total	660,558,992	619,171,109	629,071,109	341,249,399	364,745,414	628,472,577	598,532

¹ Registrars of Voters is unfavorable due to overtime for voter services.

² Unfavorable variance is due to city-wide salary increases been centrally budgeted in FY2024. Budget funding for this increase will be transferred, as needed, at year end.

³ Fire is projected to be unfavorable due to overtime.

⁴ Emergency Services & Telecomm. is projected to be unfavorable due to overtime.

⁵ Benefits and Insurances is projected to be net favorable due to health claims and centrally budgeted salary increases being realized in departments city-wide.

⁶ Non Operating is projected to be net unfavorable due to electricity costs, maintenance, and legal settlements.

Expenditure Summary - Major Expenditure Category

	FY2023 AUDITED ACTUAL	FY2024 ADOPTED BUDGET	FY2024 REVISED BUDGET	FY2023 ACTUAL (FEB)	FY2024 ACTUAL (FEB)	FY2024 PROJECTION	VARIANCE FAV/(UNFAV)
PAYROLL	117,848,342	133,899,419	133,969,097	74,249,865	79,171,041	133,649,523	319,574
FT ¹	93,362,842	110,437,922	110,437,922	58,681,407	60,607,241	103,038,351	7,399,571
HOL ¹	2,323,025	2,512,845	2,512,845	1,588,759	1,651,995	2,472,993	39,852
OT ¹	19,794,157	17,939,894	17,939,894	12,237,567	15,030,924	24,702,837	(6,762,943)
PT ¹	2,368,317	3,008,758	3,078,436	1,742,131	1,880,880	3,435,342	(356,906)
BENEFITS	67,642,557	101,207,991	100,707,991	48,675,031	61,901,729	98,324,591	2,383,400
HEALTH ²	4,688,057	36,040,964	35,540,964	6,206,330	19,212,668	33,290,964	2,250,000
MITIGATION ³	0	(1,190,000)	(1,190,000)	0	0	0	(1,190,000)
PENSION ⁴	52,183,583	51,065,923	51,065,923	32,974,634	32,778,470	50,550,220	515,703
INSURANCE	4,844,025	5,356,373	5,356,373	4,070,516	4,186,272	5,356,373	0
FRINGE REIMBURSEMENTS	(3,294,195)	(2,947,953)	(2,947,953)	(1,084,913)	(1,009,871)	(2,947,953)	0
LIFE INSURANCE	222,343	231,987	231,987	154,247	157,912	231,987	0
OTHER BENEFITS ⁵	4,727,707	4,579,297	4,579,297	3,153,385	3,367,945	5,095,000	(515,703)
WAGE ⁶	0	3,296,400	3,296,400	0	0	1,973,000	1,323,400
WORKERS COMP	4,271,038	4,775,000	4,775,000	3,200,833	3,208,334	4,775,000	0
DEBT	112,577,568	17,397,994	17,897,994	15,244,446	5,444,465	17,897,994	0
DEBT	112,577,568	17,397,994	17,897,994	15,244,446	5,444,465	17,897,994	0
LIBRARY	8,663,336	9,201,354	9,201,354	2,663,336	6,134,396	9,201,354	0
LIBRARY	8,663,336	9,201,354	9,201,354	2,663,336	6,134,396	9,201,354	0
MHIS	5,292,973	5,075,732	5,075,732	2,928,649	3,383,824	5,075,732	0
MHIS	5,292,973	5,075,732	5,075,732	2,928,649	3,383,824	5,075,732	0
UTILITY	29,880,834	30,331,815	30,312,815	19,930,874	18,837,748	30,383,153	(70,338)
UTILITY ⁷	29,880,834	30,331,815	30,312,815	19,930,874	18,837,748	30,383,153	(70,338)
OTHER	34,640,109	38,043,530	47,892,852	19,544,163	31,859,175	49,926,955	(2,034,103)
COMMUNITY ACTIVITIES	2,652,494	2,908,059	3,016,019	1,663,538	1,730,760	3,016,019	0
CONTINGENCY	981,155	3,042,749	3,022,002	540,891	484,200	3,022,002	0
CONTRACTED SERVICES ⁸	6,279,092	7,144,875	7,097,961	3,168,503	4,945,961	7,247,959	(149,998)
ELECTIONS	0	465,395	165,225	0	0	165,225	0
GOVT AGENCY & OTHER ⁹	39,457	44,386	44,386	29,760	30,971	44,959	(573)
LEASES - OFFICES PARKING COPIER ¹⁰	1,705,874	1,985,083	1,985,083	1,250,252	1,211,920	1,949,072	36,011
LEGAL EXPENSES & SETTLEMENTS ¹¹	5,564,829	3,462,500	13,362,500	4,231,039	12,677,011	14,505,500	(1,143,000)
OTHER ¹²	6,243,994	5,618,743	5,606,277	2,084,197	2,622,760	6,403,568	(797,291)
OUT AGENCY	100,000	100,000	100,000	0	0	100,000	0
POSTAGE	232,076	200,000	200,000	180,618	144,024	200,000	0
SUPPLY	3,908,085	4,726,059	5,099,467	2,406,383	2,959,748	5,099,467	0
TECH, PROF & COMM BASED SERVICES ¹³	3,367,134	4,360,068	4,208,319	1,841,533	2,238,201	4,187,572	20,747
VEHICLE & EQUIP	3,565,919	3,985,613	3,985,613	2,147,448	2,813,619	3,985,613	0
EDUCATION	284,013,274	284,013,274	284,013,274	158,013,035	158,013,035	284,013,274	0
EDUCATION	284,013,274	284,013,274	284,013,274	158,013,035	158,013,035	284,013,274	0
Grand Total	660,558,992	619,171,109	629,071,109	341,249,399	364,745,414	628,472,577	598,532

¹ Payroll (FT, PT, OT and Holiday) is projected to be net unfavorable by \$320K. The methodology of the full-time payroll projection (detailed in the appendix) reflects 30 weeks of actual payroll expenses with 22.2 weeks remaining. Vacancies are assumed to be refilled with 18.2 weeks remaining in the fiscal year. Vacancy and attrition savings of \$7.40M and \$40K of favorability in Holiday Pay is offset by a projected shortfall of \$6.76M in OT and \$357K in PT. Payroll will continue to be monitored throughout the fiscal year.

² Health is projected to be favorable due to health claims.

³ Mitigation of \$1.19M reflects non-Public Safety budgeted attrition and vacancy savings. The Police and Fire department respectively include \$4.07M and \$494K in budgeted attrition and vacancy savings. In total, \$5.76M is budgeted for attrition city-wide.

⁴ Pension is favorable due to payments to a State plan and cashouts.

⁵ Other Benefits is unfavorable due to Social Security expenditures.

⁶ The FY2024 Adopted Budget includes centralized salary increases. Contractual increases will be realized in full-time payroll.

⁷ Utilities are projected to be unfavorable due to electricity costs and waste disposal, offset by water and tipping fees.

⁸ Contracted Services is unfavorable due to repairs and maintenance.

⁹ Government Agencies is unfavorable due to payment for the National League of Cities.

¹⁰ Leases is projected to be net favorable due to lower facilities costs, offset by increased copier costs.

¹¹ Legal is projected to be net unfavorable due to legal settlements and services.

¹² Other is projected to be unfavorable due to prior year tax refunds.

¹³ Technical and Professional services is projected to be favorable due to data services.

Appendix

FY2024 Full-time Payroll Projection (February)

DEPARTMENTS	BUDGETED HC	BUDGETED ANNUAL AMOUNT (REV)	YTD THRU CHECK ISSUE 2/3 (30 WEEKS)	PROJECTION (22.2 WEEKS)	YTD THRU 2/3 PLUS PROJECTION (22.2 WEEKS)	REMAINING ESTIMATED STEPS	PROJECTION	VARIANCE (BUDGETED ANNUAL AMOUNT - PROJECTION)
111-Mayor	8	787,262	423,322	351,088	774,410	0	774,410	12,852
112-CCC	9	544,759	237,884	260,384	498,268	0	498,268	46,491
113- Treas	9	416,670	193,880	194,714	388,594	2,715	391,309	25,361
114- ROV	7	392,426	224,121	164,479	388,600	827	389,427	2,999
116-Corp Counsel	15	1,471,313	870,057	684,616	1,554,674	0	1,554,674	(83,361)
117- Clerk	12	817,806	379,990	356,597	736,587	2,864	739,451	78,355
118-Audit	5	509,739	296,351	223,724	520,075	0	520,075	(10,336)
119-COO	16	1,290,197	533,534	565,662	1,099,196	622	1,099,817	190,380
123- FIN	48	3,824,744	1,809,731	1,652,844	3,462,575	25,393	3,487,968	336,776
125- HR	16	1,206,099	593,814	535,024	1,128,838	0	1,128,838	77,261
128-OMBG	12	1,040,443	518,474	448,935	967,410	2,166	969,576	70,867
132-FCYR	14	1,058,104	483,040	444,465	927,505	5,968	933,473	124,631
211- Fire	375	31,556,334	16,916,990	13,199,768	30,116,758	193,021	30,309,780	1,246,554
212- Police	517	44,458,835	19,735,945	16,261,342	35,997,287	370,137	36,367,423	8,091,412
213- EST	57	4,048,679	1,968,180	1,638,446	3,606,626	31,894	3,638,521	410,158
311- DPW	232	13,564,144	6,948,138	5,801,103	12,749,242	84,966	12,834,208	729,936
420- Devel Serv	66	5,087,165	2,243,784	2,365,717	4,609,502	53,902	4,663,404	423,761
520- HHS	38	2,817,443	1,222,508	1,190,030	2,412,538	34,851	2,447,389	370,054
Grand Total	1,456	114,892,162	55,599,744	46,338,939	101,938,683	809,327	102,748,010	12,144,152

FT- Fire Attrition	(493,776)
FT- Police Attrition	(4,071,069)
FT- Net other payroll	110,605
FT- Total Revised Budget	<u>110,437,922</u>

FT- Fire Attrition	(493,776)
FT- Police Attrition	(4,071,069)
FT- Net other payroll	(179,736)
FT- Subtotal Variance	<u>7,399,571</u>


Non-Sworn Attrition (in Benef	(1,190,000)
Total Variance	<u>6,209,571</u>

Assumptions

- 1) Analysis is based on year-to-date actuals from check date 2/3/24, which includes 30 pay periods, and projects filled positions for 22.2 future weeks.
- 2) Non-sworn vacancies are projected for 18.2 future weeks.
- 3) Adopted head count is 1475 with 19 MHIS positions funded in the MHIS internal service fund.
- 4) Unfavorable department variances are due to city-wide increases been centrally budgeted in FY2024. Budget funding for these increases will be transferred, as needed, at year end.



MEMO

From: Paul Foster 
To: Dr. Leslie Torres-Rodriguez
Date: April 15, 2024
Re: February 2024 Financial Results

Attached are the monthly financial reports for Period 8, the month ended February 29, 2024. For the first eight months of the fiscal year, Hartford Public Schools has spent a total of \$272.7 million across all funding sources. The amount reflects a sequential increase of \$61.3 million from the end of January, and an increase of \$67.6 million compared with the same timeframe a year ago. The February spending level is unusually high, but includes \$38 million in tuition payments issued during the month and roughly \$1 million in instructional supplies that were purchased utilizing our grant funds. The tuition expenditures in February are also the primary driver of the year-over-year increase in spending.

Looking more specifically at General Fund expenses, we would note the following:

- Non-certified severance has risen to \$242,000 over budget.
- Fringe benefit costs improved in February, mostly as a result of lower than expected healthcare claims during the month. Claims incurred since the end of February have trended much closer to the monthly average, but overall remain about \$400,000 below our actual claims through the same period last year.
- As was noted above, we issued a large amount of tuition payments in the month of February. We continue to expect tuition payments to be substantially higher than budget for the full year.

Encumbrances across all funding sources were \$72.1 million at the end of February, up just slightly from \$71.9 million at the end of January. As we mentioned last month, a typical pattern would be for encumbrances to grow through the end of March as we approach the early April requisition entry deadline, and then begin to decline through the end of the fiscal year as invoices are paid and the associated purchase orders are closed.

Let me know if you have any questions on the information above or the attached Period 8 financial reports.



All Funds Budget
 Financial Position Report as of 4/10/2024
 For: 7/1/2023 to 3/31/2024 Period: 1 to 8



Description	Series	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	Year To Date Expenditures	Year To Date Encumbered/ Committed	Balance
Certified Salaries	100	141,589,860	154,217,718	80,436,386	-	73,781,332
Severance/Other	199	1,215,000	1,264,285	853,686	-	410,600
Certified Salaries Total		142,804,860	155,482,003	81,290,072	-	74,191,931
Non Cert Salaries	200	56,589,006	64,032,701	38,034,307	3	25,998,392
Severance/Other	299	383,498	503,820	725,695	-	(221,875)
Non Certified Salaries Total		56,972,504	64,536,521	38,760,002	3	25,776,517
Instructional Improvements	322	5,186,347	13,622,298	5,141,741	4,380,676	4,099,881
Professional Services	333	2,299,309	11,796,144	5,281,115	3,819,145	2,695,884
MHIS/IT Services	335	3,535,236	3,972,903	2,648,602	-	1,324,301
Professional Contracts & Svs		11,020,893	29,391,345	13,071,458	8,199,822	8,120,065
Maint Supplies & Services	442	420,429	420,429	264,162	129,059	27,208
Maintenance Contracts	443	3,113,519	5,415,781	3,594,762	885,480	938,159
Rental - Equip & Facilities	444	2,526,071	1,358,499	316,682	146,573	895,243
Building Improvements	445	610,000	2,049,496	1,383,552	449,142	666,603
Purchased Property Services		6,670,018	9,244,204	5,559,157	1,610,254	2,527,214
Transportation	551	27,115,571	29,112,642	16,908,530	11,184,900	1,019,213
Communications	553	2,642,338	5,943,375	3,910,225	272,024	1,761,126
Advertising	554	282,317	642,634	326,174	231,615	84,845
Printing & Binding	555	72,185	79,585	4,320	569	74,697
Tuition	556	108,212,370	97,186,661	54,506,580	40,478,794	2,201,286
Travel & Conferences	558	234,118	376,706	93,824	-	282,882
Misc Services	559	936,360	1,564,926	411,396	289,219	864,311
Systemwide Purchased Svs Total		139,495,259	134,906,529	76,161,049	52,457,121	6,288,360
Instructional & Other Supplies	610	5,669,854	9,304,951	3,335,669	1,316,110	4,653,522
Utilities	620	9,406,986	9,405,856	5,152,923	4,170,326	82,607
Text & Library Books	640	126,760	105,534	33,733	22,358	49,443
Misc Supplies	690	890,746	3,526,577	1,506,922	578,726	1,440,929
Supplies & Materials Total		16,094,346	22,342,917	10,029,247	6,087,520	6,226,501
Equipment	730	1,527,732	11,524,527	4,096,093	3,073,306	4,355,128
Outlay Total		1,527,732	11,524,527	4,096,093	3,073,306	4,355,128
Organization Dues	810	248,779	238,155	165,643	3,613	68,900
Legal Judgments	820	120,000	120,000	110,025	-	9,975
Other Operating Expenses	899	(1,094,216)	7,898,192	430,678	237,793	7,229,721
Other Misc Expend Total		(725,437)	8,256,348	706,346	241,406	7,308,596
Fringe Benefits/Insurances	990	55,869,121	60,607,715	43,033,243	432,663	17,141,809
Contingency	998	-	-	-	-	-
Indirect	999	-	515,324	-	-	515,324
Sundry Total		55,869,121	61,123,039	43,033,243	432,663	17,657,133
All Funds Budget Total		429,729,295	496,807,434	272,706,668	72,102,094	151,998,672



General Fund Budget
 Financial Position Report as of 4/10/2024
 For: 7/1/2023 to 2/28/2024 Period: 1 to 8



Description	Series	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	Year To Date Expenditures	Year To Date Encumbered/ Committed	Balance	% Used
Certified Salaries	100	80,057,293	77,159,861	42,056,890	-	35,102,972	54.51%
Severance/Other	199	1,215,000	1,215,000	219,311	-	995,689	18.05%
Certified Salaries Total		81,272,293	78,374,861	42,276,200	-	36,098,661	53.94%
Non Cert Salaries	200	35,334,171	35,175,877	21,935,465	3	13,240,409	62.36%
Severance/Other	299	383,498	383,498	625,570	-	(242,072)	163.12%
Non Certified Salaries Total		35,717,669	35,559,375	22,561,035	3	12,998,337	63.45%
Instructional Improvements	322	1,325,967	4,085,329	2,051,801	1,406,248	548,907	50.22%
Professional Services	333	1,133,864	1,073,844	473,947	195,406	404,490	44.14%
MHIS/IT Services	335	2,778,990	3,206,800	2,137,867	-	1,068,933	66.67%
Professional Contracts & Svs		5,238,821	8,365,972	4,663,615	1,601,654	2,022,331	55.75%
Maint Supplies & Services	442	417,000	417,000	262,889	127,294	26,818	63.04%
Maintenance Contracts	443	3,011,783	4,571,827	3,287,969	809,724	476,755	71.92%
Rental - Equip & Facilities	444	2,250,289	948,400	138,522	59,812	750,065	14.61%
Building Improvements	445	610,000	404,345	220,610	179,874	453,662	54.56%
Purchased Property Services		6,289,071	6,341,572	3,909,990	1,176,704	1,707,300	61.66%
Transportation	551	26,478,012	26,481,639	15,497,030	10,574,639	409,807	58.52%
Communications	553	1,797,460	1,817,599	1,205,991	11,307	600,301	66.35%
Advertising	554	21,157	21,903	4,667	11,507	5,729	21.31%
Printing & Binding	555	56,685	47,518	1,520	237	45,762	3.20%
Tuition	556	86,050,037	85,590,037	49,706,147	34,538,313	1,345,577	58.07%
Travel & Conferences	558	171,981	145,014	54,337	-	90,677	37.47%
Misc Services	559	467,626	442,843	209,833	101,415	131,595	47.38%
Systemwide Purchased Svs		115,042,958	114,546,554	66,679,526	45,237,418	2,629,448	58.21%
Instructional & Other Supplies	610	1,865,795	1,796,971	1,065,376	396,219	335,727	59.29%
Utilities	620	7,496,005	7,415,950	3,614,295	3,767,544	34,112	48.74%
Text & Library Books	640	23,342	7,315	121	5,157	2,036	1.65%
Misc Supplies	690	438,479	479,087	266,376	72,615	140,096	55.60%
Supplies & Materials Total		9,823,621	9,699,322	4,946,168	4,241,534	511,971	50.99%
Equipment	730	328,801	592,785	183,636	42,859	366,290	30.98%
Outlay Total		328,801	592,785	183,636	42,859	366,290	30.98%
Organization Dues	810	166,897	137,525	101,285	2,563	33,678	73.65%
Legal Judgments	820	120,000	120,000	110,025	-	9,975	91.69%
Other Operating Expenses	899	(1,480,744)	(537,680)	209,672	155,901	(903,254)	-39.00%
Other Misc Expend Total		(1,193,847)	(280,155)	420,982	158,464	(859,600)	-150.27%
Fringe Benefits/Insurances	990	32,949,293	32,268,394	27,983,491	432,663	3,852,241	86.72%
Contingency	998	-	-	-	-	-	0.00%
Indirect	999	(1,455,407)	(1,455,407)	-	-	(1,455,407)	0.00%
Sundry Total		31,493,887	30,812,988	27,983,491	432,663	2,396,834	90.82%
General Fund Budget Total		284,013,274	284,013,274	173,624,642	52,891,299	57,497,333	61.13%



Special Fund Budget
 Financial Position Report as of 4/10/2024
 For: 7/1/2023 to 2/28/2024 Period: 1 to 8



Grant Name	Grant Year	FY 2023-24	FY 2023-24	YTD Expenditures	YTD Encumbered/Committed	YTD Revenue	Balance
		Adopted Budget	Adjusted Budget				
Federal Grants:							
AMERICAN RESCUE PLAN ARP-ESSER III	2021	9,200,000	50,016,062	23,144,953	7,493,480	0	19,377,629
ARP ESSER SPPT	2023	200,000	356,456	69,146	77,099	0	210,212
ARP HCY II HOMELESS CHILDREN & YOUTH	2021	-	323,630	-	-	0	323,630
ARPA - FAFSA Completion	2024	-	21,000	735	2,644	0	17,621
ARPA - Priority Sch Dist-Faith Acts	2021	-	1,240,811	636,761	39,111	0	564,939
ARPA EXPAND SUPP FOR L.E.A.P.	2023	-	800,000	262,724	-	0	537,276
ARPA RIGHT TO READ	2023	-	806,000	167,449	-	0	638,551
ARPA-INTERDISTRICT MAGNET TUITION	2023	3,000,000	479,609	451,797	27,812	6,680,479	-
ARP-ESSER III subgrant SEIG	2022	-	10,040,125	4,947,612	2,230,656	0	2,861,857
CARL D. PERKINS	2021	-	-	-	-	-99,964	-
CARL D. PERKINS	2022	-	-	-	-	-6,089	-
CARL D. PERKINS	2024	673,150	641,420	99,879	7,309	0	534,232
CT CHILDREN MEDICAL CENTER-DWORKIN	2022	-	-	-	-	102,997	-
CT CHILDREN MEDICAL CENTER-DWORKIN	2023	-	836,690	152,779	-	0	683,911
CT CHILDREN MEDICAL CENTER-DWORKIN	2024	-	1,000,000	67,670	-	0	932,330
EDUC-HOMELESS CHILDREN-YOUTH McVEN	2022	-	-	21,080	-	63,801	(21,080)
ESSER II (CRRSA ACT) Covid-19	2021	(343)	587,252	586,909	-	0	343
ESSER II SPED Recovery Activities	2022	-	39,621	-	39,620	0	1
FAFSA CHALLENGE	2022	-	-	-	-	-2,856	-
IDEA PART B SECTION 611	2021	-	-	-	-	-36,645	-
IDEA PART B SECTION 611	2022	-	-	316	-	0	(316)
IDEA PART B SECTION 611	2023	1,000,000	2,848,426	1,242,430	261,029	623,906	1,344,967
IDEA PART B SECTION 611	2024	6,579,149	6,777,958	2,225,912	1,227,859	0	3,324,187
IDEA PART B, SECTION 619 PRE-SCHOOL	2023	-	182,835	80,121	-	0	102,713
IDEA PART B, SECTION 619 PRE-SCHOOL	2024	212,368	233,265	16,614	4,406	0	212,245
OD ESSA SIG C02-BURNS	2023	-	144,018	65,467	15,558	0	62,992
OD ESSA SIG C02-BURNS	2024	-	450,000	153,714	16,383	74,268	279,903
OD ESSA SIG C02-MILNER	2023	-	163,455	54,229	682	0	108,544
OD ESSA SIG C02-MILNER	2024	-	300,000	187,073	-	57,785	112,927
OD ESSA SIG C02-MLKING	2023	-	166,503	62,899	45,039	0	58,565
OD ESSA SIG C02-MLKING	2024	-	200,000	4,263	10,020	808	185,717
OD ESSA SIG C02-SAND	2023	-	105,951	57,204	7,283	0	41,464
OD ESSA SIG C02-SAND	2024	-	500,000	125,350	13,871	31,678	360,779
OD ESSA SIG C02-SMSA	2023	-	76,943	52,629	3,965	0	20,348
OD ESSA SIG C02-SMSA	2024	-	212,283	140,452	-	88,443	71,831
OD ESSA SIG C02-WISH	2023	-	118,773	60,554	35,449	0	22,770
OD ESSA SIG C02-WISH	2024	-	500,000	186,923	78,137	57,868	234,940
OD ESSA SIG C02-WHS	2022	-	-	5,513	-	0	(5,513)
OD ESSA SIG C02-WHS	2023	-	50,364	4,454	1,498	0	44,413
OD ESSA SIG C02-WHS	2024	142,491	212,283	75,661	-	35,114	136,622
SEDS IMPLEMENTATION STIPEND	2023	-	-	-	-	2,360	-
TITLE 1 PART A 1003 SIG (BELLIZZI)	2021	-	-	-	-	-430	-
TITLE 1 PART A 1003 SIG (BURR)	2021	-	-	-	-	-20,304	-
TITLE 1 PART A 1003 SIG (BULKELEY)	2021	-	-	-	-	-639	-
TITLE 1 PART A 1003 SIG (PARKVILLE)	2021	-	-	-	-	-30,595	-
TITLE 1, PART D, NEG & DEL	2023	-	42,937	42,937	-	0	-
TITLE 1, PART D, NEG & DEL	2024	42,937	55,590	-	-	0	55,590
TITLE 2 PART A, TEACHERS	2019	-	-	-	-	-1,154	-
TITLE 2 PART A, TEACHERS	2021	-	-	-	-	-8,458	-
TITLE 2 PART A, TEACHERS	2023	70,000	312,174	247,930	-	0	64,243
TITLE 2 PART A, TEACHERS	2024	1,184,836	1,023,566	495,285	5,200	0	523,081
TITLE 3 PART A, ENGLISH LANGUAGE	2019	-	-	-	-	-91	-
TITLE 3 PART A, ENGLISH LANGUAGE	2021	-	-	-	-	-54,682	-
TITLE 3 PART A, ENGLISH LANGUAGE	2023	250,000	244,240	85,659	16,746	72,018	141,835
TITLE 3 PART A, ENGLISH LANGUAGE	2024	517,544	532,050	213,095	55,935	189,937	263,021
TITLE I IMPROVING BASIC PROGRAMS	2019	-	-	-	-	-51,897	-
TITLE I IMPROVING BASIC PROGRAMS	2021	-	-	-	-	-20,328	-
TITLE I IMPROVING BASIC PROGRAMS	2022	-	-	285	-	0	(285)
TITLE I IMPROVING BASIC PROGRAMS	2023	3,500,000	4,465,428	1,647,511	178,406	1,241,197	2,639,512



Special Fund Budget
 Financial Position Report as of 4/10/2024
 For: 7/1/2023 to 2/28/2024 Period: 1 to 8



Grant Name	Grant Year	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered/Committed	YTD Revenue	Balance
TITLE I IMPROVING BASIC PROGRAMS	2024	12,689,101	12,637,702	5,256,279	30,259	0	7,351,164
TITLE IV-A SOC SUPPT & ACAD ENRICH	2019	-	-	-	-	-11,741	-
TITLE IV-A SOC SUPPT & ACAD ENRICH	2021	-	-	-	-	-49,168	-
TITLE IV-A SOC SUPPT & ACAD ENRICH	2023	-	523,091	293,355	3,850	194,944	225,886
TITLE IV-A SOC SUPPT & ACAD ENRICH	2024	934,571	921,147	275,137	5,132	0	640,878
Total Federal Grants:		40,175,804	101,189,655	43,968,744	11,934,437	9,122,561	45,286,475
State Grants:							
ADULT EDUCATION - PROVIDER (STATE)	2024	1,810,566	1,991,623	879,941	60,781	1,327,749	1,050,901
ADULT EDUCATION CEE1-LITERACY VOL	2024	112,211	116,283	77,522	38,761	0	-
ADULT EDUCATION CEE2 - URBAN LEAGUE	2024	6,461	7,753	-	7,753	82,691	-
ALLIANCE - GOVENORS TURNAROUND	2023	-	-	66,867	-	0	(66,867)
ALLIANCE - GOVENORS TURNAROUND	2024	26,904,562	27,672,434	12,374,970	1,019,273	7,293,546	14,278,191
CHILD HEALTH & DEVELOP INSTITUTE CT	2023	-	-	-	-	5,264	-
COMMISSIONER'S NETWORK S1 HPHS	2022	-	-	-	-	-118,952	-
COMMISSIONER'S NETWORK S1 HPHS	2023	-	-	505	-	0	(505)
COMMISSIONER'S NETWORK S1 HPHS	2024	830,358	791,840	311,673	113,044	19,036	367,123
COMMISSIONER'S NETWORK S2-McDonough	2024	605,000	597,000	150,126	96,922	14,049	349,952
CT DEPT OF PUBLIC HEALTH	2024	925,000	916,708	486,115	-	0	430,593
DEPT OF AG - CT GROWN 4 CT KIDS	2022	-	-	81	-	0	(81)
DEPT OF PUBLIC HEALTH - ORAL HEALTH	2024	-	100,000	85,633	14,365	0	2
ESSA SIG Competitive	2024	147,058	200,000	10,261	65,251	0	124,488
EXTENDED SCHOOL HOUR	2024	339,084	333,913	-	-	0	333,913
FAMILY RESOURCE CENTER PROGRAM	2024	508,250	563,145	-	-	0	563,145
FIRST ROBOTICS MINI GRANT UHSSE	2022	-	-	-	-	-1,981	-
INTERDIST MAGNET ACADEMIC/EXTRAPROG	2023	-	-	(97)	-	0	97
INTERDIST MAGNET ACADEMIC/EXTRAPROG	2024	-	1,626,906	-	-	0	1,626,906
LOW PERFORMING SCHOOLS	2023	-	412,483	49,894	252,388	0	110,202
MAGNET ACAD/SOC INCREASE ACCEPTANCE	2022	-	-	-	-	-35,104	-
MAGNET ACAD/SOC INCREASE ACCEPTANCE	2024	41,127	420,000	110,484	118,434	10,765	191,083
MAGNET ACADEMIC/SOC SUPPORT 830	2021	-	-	-	-	-5,730	-
MAGNET DEVELOPMENT & PLANNING	2024	-	14,000	1,522	200	0	12,278
Magnet Enrollment Support Grant	2024	-	-	230,130	-	0	(230,130)
MAGNET SCHOOL JOINT MAGNET OFFICE	2023	-	-	(3,271)	-	0	3,271
MAGNET SCHOOL JOINT MAGNET OFFICE	2024	650,000	600,000	315,621	130,479	65,681	153,900
MAGNET SCHOOL OPERATING GRANT	2022	-	-	-	-	-51,214	-
MAGNET SCHOOL OPERATING GRANT	2023	-	-	64,038	-	0	(64,038)
MAGNET SCHOOL OPERATING GRANT	2024	49,500,390	48,772,845	26,167,209	584,090	36,586,691	22,021,547
OPEN CHOICE SLOTS (RECEIVING DIST)	2024	150,000	147,000	42,666	-	91,821	104,334
PARAEDUCATOR STIPEND	2024	-	-	-	-	270,112	-
PARENT TRUST FUND GRANT	2022	-	-	-	-	-3,218	-
PRIORITY SCHOOL DISTRICTS	2023	-	-	34,270	-	0	(34,270)
PRIORITY SCHOOL DISTRICTS	2024	4,415,943	4,412,125	2,407,362	1,163	1,369,138	2,003,600
PSD-SUMMER SCHOOL	2024	389,859	387,422	378,753	40,043	0	(31,374)
SBHC-MATERNAL HEALTH & CHILD BLOCK	2024	125,000	125,000	43,795	-	0	81,205
SCHOOL READINESS GRANT	2024	2,190,000	1,830,057	991,568	-	628,472	838,488
SCHOOL READINESS PROGRAM-	2024	-	-	13,954	-	0	(13,954)
SCHOOL SECURITY GRANT	2024	-	1,350,305	944,592	345,770	0	59,943
SHEFF OC EDUCATIONAL ENHANCEMENT	2022	-	-	-	-	-21	-
SHEFF SETTLEMENT-OC ACADEMIC/SOCIAL	2024	-	136,242	8,126	8,532	0	119,584
STATE BILINGUAL EDUCATION	2022	-	-	-	-	-16,831	-
STATE BILINGUAL EDUCATION	2024	393,539	368,044	232,061	-	159,865	135,983
STATE EDUCATION RESOURCE CENTER	2022	15,000	15,000	-	4,920	0	10,080
Total State Grants:		90,059,408	93,908,127	46,476,370	2,902,167	47,691,830	44,529,590




Special Fund Budget
 Financial Position Report as of 4/10/2024
 For: 7/1/2023 to 2/28/2024 Period: 1 to 8



Grant Name	Grant Year	FY 2023-24 Adopted Budget	FY 2023-24 Adjusted Budget	YTD Expenditures	YTD Encumbered/Committed	YTD Revenue	Balance
Private/Foundation Grants/Fees:							
AMERICAN ONLINE GIVING FOUNDATION	2024	-	-	-	-	5,018	-
ANNE MARIE PASCALE	2024	-	-	-	-	1,185	-
BARR FOUNDATION G-II	2022	-	-	812	-	0	(812)
BARR FOUNDATION G-II	2024	-	500,000	75,693	33,333	187,000	390,974
CAS UNIFIED SPORTS/SPECIAL OLYMPICS	2024	-	750	750	-	0	-
CT COALITION AGAINST DOMESTIC VIOLE	2022	-	2,712	853	1,145	0	714
CT COALITION AGAINST DOMESTIC VIOLE	2024	-	-	-	-	6,000	-
DALIO FOUNDATION	2023	-	-	7,749	-	0	(7,749)
DALIO FOUNDATION	2024	-	17,000	3,426	1,121	17,000	12,453
FEE COLLECTION - BEFORE/AFTER PRGMS	2024	-	12,404	18,618	-	29,400	(6,214)
FEE COLLECTION REPLACE TIME CARDS	2024	-	-	-	-	14,136	-
GORDON COLLEGE	2024	-	10,000	-	7,652	10,000	2,348
GRANTS ACCOUNTING SUNDRY	2099	-	-	(59,207)	-	0	59,207
HARTFORD FOUNDATION PUBLIC GIVING	2022	-	2,774	1,856	-	0	918
HARTFORD FOUNDATION PUBLIC GIVING	2023	-	25,342	25,341	-	0	1
HARTFORD FOUNDATION PUBLIC GIVING	2024	-	2,000	1,041	-	0	959
HARTFORD HEALTHCARE	2024	-	-	-	-	7,229	-
INSURANCE BILLING - MEDICAID(SBCH)	2024	2,500,000	2,500,000	1,575,230	-	962,901	924,770
INSURANCE BILLING - MEDICAL REIMB	2023	-	-	6,296	-	0	(6,296)
INSURANCE BILLING - MEDICAL REIMB	2024	2,100,000	2,100,000	1,119,714	35,533	52,047	944,752
ISIDORE & SELMA WISE TRAVEL FOUND	2023	-	11,972	4,751	-	0	7,221
ISIDORE & SELMA WISE TRAVEL FOUND	2024	-	11,000	-	-	11,000	11,000
JSC MANAGEMENT GROUP LLC (B King)	2024	-	-	-	-	1,000	-
L.E.A.P	2023	-	-	11,858	-	0	(11,858)
MCCORY	2024	-	460	-	-	460	460
MOCKINGBIRD FOUNDATION	2023	-	1,000	-	-	0	1,000
MULTISOURCE - FOR SCHOOL	2023	-	6,340	2,555	-	2,000	3,785
MULTISOURCE - FOR SCHOOL	2024	-	8,505	6,505	1,270	11,255	730
NASSAU (formerly PHOENIX LIFE)	2021	-	17,049	-	-	0	17,049
PARTNERSHIP FUNDS (VARIOUS SOURCES)	2019	-	12,993	11,587	-	0	1,406
PARTNERSHIP FUNDS (VARIOUS SOURCES)	2023	-	6,860	5,000	-	0	1,860
PROJECT LEAD THE WAY, INC	2023	-	10,000	7,902	298	0	1,800
QUALVOICE LLC	2022	-	9,005	2,986	-	0	6,019
SCHOFF & REARDON PLLC	2023	-	7,954	-	-	0	7,954
SCHOOL READINESS-PARENT FEE COLLECT	2023	-	117,916	56,125	-	0	61,791
SCHOOL READINESS-PARENT FEE COLLECT	2024	130,809	130,809	23,827	756	55,293	106,226
SCHOOL-BASED HEALTH ALLIANCE	2023	-	372,730	356,415	8,188	247,674	8,127
SHIPMAN & GOODWIN	2021	-	9,934	-	-	0	9,934
SPECIAL EDUCATION EXCESS COST	2024	6,750,000	7,750,000	3,410,500	4,240,906	6,450,039	98,595
TRAVELERS	2022	-	75,246	14,316	-	0	60,930
TRAVELERS	2024	-	30,000	2,891	-	30,000	27,109
TUITION BILLING - SPECIAL EDUCATION	2023	-	-	-	-	-5,328	-
TUITION BILLING - SPECIAL EDUCATION	2024	4,000,000	4,000,000	1,941,522	43,990	662,178	2,014,488
WHOLE SCHOOL MINDFULNESS	2024	-	12,500	-	-	12,500	12,500
Total Private/Foundation Grants/Fees:		15,480,809	17,775,255	8,636,911	4,374,192	8,769,986	4,764,152
Total All Grants:		145,716,021	212,873,038	99,082,026	19,210,796	65,584,376	94,580,216



MEMO

From: Paul Foster 
To: Dr. Leslie Torres-Rodriguez
Date: April 15, 2024
Re: COVID-19 Relief Grant Spending

Hartford Public Schools spent or encumbered \$3.9 million in the ESSER III/ARP COVID relief grant during the month of February, driving the life-to-date expenditures for that grant to \$76.3 million, or 77.4% of the grant award. In total, HPS has spent \$132.3 million, or 85.6%, of the total COVID relief grant funding that the district was awarded. The current pace of spending has us right on pace for utilizing all of the remaining grant funds by the commitment deadline of September 30, 2024. The table that follows summarizes our life-to-date spending by grant:

	Spending	Total	Total Spent	Change From	Amount
Grant	Deadline	Grant Award	or Encumbered	1/31/2024	Remaining
ESSER I/CARES Act	9/30/2022	\$10,314,679	\$10,289,326	\$0	\$0
ESSER II	9/30/2023	\$45,730,706	\$45,730,706	\$0	\$0
ARP/ESSER III	9/30/2024	<u>\$98,589,663</u>	<u>\$76,319,277</u>	<u>\$3,858,306</u>	<u>\$22,270,386</u>
Total		\$154,635,048	\$132,339,309	\$3,858,306	\$22,270,386

According to data calculated by the U.S. Department of Education, HPS COVID relief grant spending continues to outpace the average expenditures by Connecticut school districts, which through the end of February 2024 have spent only about 56% of their ESSER III/ARP collective grant awards and 71% of all COVID relief grant funds.

A breakdown of the expenditures in each grant by object code follows on the next three pages.

ESSER I/CARES ACT

Expenditures through 9/30/22

OBJECT	ACCOUNT DESCRIPTION	2020-21	2021-22	2022-23	ENCUMBRANCES	TOTAL
		EXPENDED	EXPENDED	EXPENDED		
511360	TEACHER-REG	45,828.44	0.00	0.00	0.00	45,828.44
511361	TEACHER-PT	0.00	143,706.39	0.00	0.00	143,706.39
511400	SOC WKR-REG	0.00	855,653.87	0.00	0.00	855,653.87
511401	SOC WKR-PT	0.00	396.00	0.00	0.00	396.00
512280	SUPPORTIVE STAFF-REG	200,940.33	288,156.61	0.00	0.00	489,096.94
512281	SUPPORTIVE STAFF-PT	0.00	1,326.92	0.00	0.00	1,326.92
512282	SUPPORTIVE STAFF-OT	0.00	3,256.25	0.00	0.00	3,256.25
512461	NURSE-PT	0.00	10,082.71	0.00	0.00	10,082.71
512562	SPEC POLICE OFF-OT	0.00	7,365.74	0.00	0.00	7,365.74
512591	FOOD SERVICE WORKER PT	53,823.43	55,747.30	0.00	0.00	109,570.73
512680	CUSTODIAN-REG	232,682.74	373,408.59	0.00	0.00	606,091.33
512682	CUSTODIAN-OT	37,052.09	55,038.59	0.00	0.00	92,090.68
529997	FRINGE BENEFITS-CERT	11,773.33	183,488.11	0.00	0.00	195,261.44
529998	FRINGE BENEFITS-NON-CER	206,584.97	287,025.56	0.00	0.00	493,610.53
533220	INSTR PROG IMPROVE SVS	310,750.00	13,000.00	0.00	0.00	323,750.00
533305	OTHER PROF TECH SVS	288,142.47	357,029.37	0.00	0.00	645,171.84
544300	MAINT & CUSTODIAL SERV	0.00	28,612.00	0.00	0.00	28,612.00
555301	POSTAGE	0.00	20,000.00	0.00	0.00	20,000.00
555303	INTERNET COMMUNICATIONS	382,838.93	429,660.59	0.00	0.00	812,499.52
555900	MISC PURCHASED SVS	10,683.00	0.00	0.00	0.00	10,683.00
566110	INSTRUCTIONAL SUPPLIES	306,590.08	147,000.83	0.00	0.00	453,590.91
566504	TECHNOLOGY RELATED SUPP	46,310.40	28,227.30	0.00	0.00	74,537.70
566909	SUPPLIES AND MATERIALS	575,561.09	166,037.29	0.00	0.00	741,598.38
577340	EQUIPMENT	91,749.00	73,353.80	0.00	0.00	165,102.80
577348	COMPUTER/TECH RELATED H	3,871,861.93	4,810.11	0.00	0.00	3,876,672.04
599999	INDIRECT - OVERHEAD	47,424.11	36,345.36	0.00	0.00	83,769.47
	Expense Total	6,720,596.34	3,568,729.29	0.00	0.00	10,289,325.63

ESSER II

Expenditures through 12/31/23

OBJECT	ACCOUNT DESCRIPTION	2021-22 EXPENDED	2022-23 EXPENDED	2023-24 EXPENDED	ENCUMBRANCES	TOTAL
511020	ADMINISTRATOR-REG	168,269.23	0.00	0.00	0.00	168,269.23
511021	ADMINISTRATOR-PT	0.00	2,200.00	0.00	0.00	2,200.00
511040	DIRECTOR/ASST-REG	0.00	0.00	0.00	0.00	0.00
511240	PRIN/VP-REG	111,660.27	477,981.46	0.00	0.00	589,641.73
511241	PRIN/VP - PT	26,134.66	47,667.71	0.00	0.00	73,802.37
511360	TEACHER-REG	4,513,501.51	4,203,238.90	61,172.89	0.00	8,777,913.30
511361	TEACHER-PT	314,768.42	811,730.05	17,536.40	0.00	1,144,034.87
511363	TEACHER-SUBS	0.00	140,867.10	0.00	0.00	140,867.10
511365	TCHR-STIPENDS & ATHLETI	525,553.66	205,257.80	0.00	0.00	730,811.46
511400	SOC WKR-REG	282,118.16	1,709,010.15	0.00	0.00	1,991,128.31
511997	BONUS CERTIFIED	545,400.00	0.00	0.00	0.00	545,400.00
512040	DIRECTOR/ASST-REG	76,846.15	52,899.08	0.00	0.00	129,745.23
512280	SUPPORTIVE STAFF-REG	339,535.89	393,609.34	0.00	0.00	733,145.23
512281	SUPPORTIVE STAFF-PT	43,065.23	109,426.65	10,695.00	0.00	163,186.88
512282	SUPPORTIVE STAFF - OT	956.19	14,512.35	0.00	0.00	15,468.54
512321	CLERICAL - PT	0.00	241.45	0.00	0.00	241.45
512322	CLERICAL - OT	0.00	4,011.79	0.00	0.00	4,011.79
512461	NURSE-PT	6,600.00	5,697.15	0.00	0.00	12,297.15
512462	NURSE - OT	8,052.24	0.00	0.00	0.00	8,052.24
512540	PARAPROFESSIONAL-REG	13,324.65	94,226.80	0.00	0.00	107,551.45
512541	PARAPROFESSIONAL-PT	48,269.50	10,736.02	0.00	0.00	59,005.52
512560	SPEC POLICE OFF-REG	12,652.22	505.39	0.00	0.00	13,157.61
512561	SPEC POLICE OFF-PT	17,238.00	0.00	0.00	0.00	17,238.00
512562	SPEC POLICE OFF-OT	41,841.04	68,024.43	0.00	0.00	109,865.47
512680	CUSTODIAN-REG	0.00	3,212,604.99	0.00	0.00	3,212,604.99
512681	CUSTODIAL PART TIME	3,000.00	0.00	0.00	0.00	3,000.00
512682	CUSTODIAN-OT	19,278.46	22,047.49	0.00	0.00	41,325.95
512997	BONUS NON-CERTIFIED	250.00	153,072.00	0.00	0.00	153,322.00
529997	FRINGE BENEFITS-CERT	1,204,204.80	1,540,730.42	14,752.24	0.00	2,759,687.46
529998	FRINGE BENEFITS-NON-CER	199,551.34	1,684,359.49	818.17	0.00	1,884,729.00
533210	INSTR CONTRACT SVS	5,516,890.00	458,342.83	0.00	0.00	5,975,232.83
533220	INSTR PROG IMPROVE SVS	1,363,400.00	321,313.25	0.00	0.00	1,684,713.25
533230	PUPIL SVS: NON-PYRL SVS	1,516,110.00	0.00	0.00	0.00	1,516,110.00
533240	FIELD TRIPS	0.00	193,302.74	0.00	0.00	193,302.74
533250	PARENT ACTIVITIES	0.00	5,200.00	0.00	0.00	5,200.00
533303	STAFF DEVELOPMENT	0.00	22,697.00	0.00	0.00	22,697.00
533305	OTHER PROF TECH SVS	1,321,219.87	774,122.59	159,048.00	0.00	2,254,390.46
544038	RENTAL OF TABLES & CHAIRS	0.00	8,767.97	0.00	0.00	8,767.97
544300	MAINT & CUSTODIAL SERVICES	33,775.38	0.00	0.00	0.00	33,775.38
544410	RENTAL OF FACILITIES	48,000.00	0.00	0.00	0.00	48,000.00
544500	BUILDINGS & GROUNDS IMPROVEMENTS	0.00	374,611.00	0.00	0.00	374,611.00
555100	STUDENT TRANSP	993,731.30	1,582,652.64	0.00	0.00	2,576,383.94
555107	BUS TICKETS	0.00	2,535.75	0.00	0.00	2,535.75
555303	INTERNET COMMUNICATIONS	305,977.24	302,558.60	0.00	0.00	608,535.84
555400	ADVERTISEMENT	10,000.00	12,600.00	0.00	0.00	22,600.00
555500	PRINTING & BINDING	0.00	981.08	0.00	0.00	981.08
555600	TUITION	0.00	37,350.00	0.00	0.00	37,350.00
555900	MISC PURCHASED SVS	34,299.60	22,928.50	0.00	0.00	57,228.10
566110	INSTRUCTIONAL SUPPLIES	254,932.48	1,792,200.75	321,096.36	0.00	2,368,229.59
566113	TRAINING SUPPLIES	1,699.50	25,044.83	0.00	0.00	26,744.33
566130	MAINT & CUSTODIAL SUPPL	331,003.12	0.00	0.00	0.00	331,003.12
566504	TECHNOLOGY SUPPLIES	0.00	36,394.07	0.00	0.00	36,394.07
566903	ATHLETIC SUPPLIES	0.00	10,498.00	0.00	0.00	10,498.00
566904	AWARDS & INCENTIVES	48,067.12	379,211.34	0.00	0.00	427,278.46
566905	STUDENT UNIFORMS	0.00	79,540.71	0.00	0.00	79,540.71
566909	SUPPLIES AND MATERIALS	708,756.82	345,056.25	0.00	0.00	1,053,813.07
577340	EQUIPMENT	0.00	570,903.76	0.00	0.00	570,903.76
577341	FURNITURE/FIXTURES	0.00	275,564.24	0.00	0.00	275,564.24
577438	COMPUTER/TECH RELATED HARDWARE	13,848.00	89,214.75	0.00	0.00	103,062.75
588100	ORGANIZATION DUES & FEES	0.00	2,040.00	0.00	0.00	2,040.00
588300	RELOCATION EXPENSE	13,838.99	26,379.30	0.00	0.00	40,218.29
588906	INCENTIVES FOR STAFF	16,932.10	119,737.96	0.00	0.00	136,670.06
599999	INDIRECT - OVERHEAD	786,602.20	468,023.68	0.00	0.00	1,254,625.88
	Expense Total	21,841,155.34	23,304,431.60	585,119.06	0.00	45,730,706.00

ARP/ESSER III

Expenditures through 2/29/2024

OBJECT	ACCOUNT DESCRIPTION	2021-22 EXPENDED	2022-23 EXPENDED	2023-24 EXPENDED	ENCUMBRANCES	TOTAL
511010	SUPT/DEP/ASST-REG	0.00	0.00	93,351.91	0.00	93,351.91
511020	ADMINISTRATOR-REG	187,500.08	375,999.80	176,934.27	0.00	740,434.15
511021	ADMINISTRATOR-PT	0.00	56,100.00	1,100.00	0.00	57,200.00
511040	DIRECTOR/ASST-REG	321,492.39	487,460.29	312,437.17	0.00	1,121,389.85
511041	DIRECTOR - PT	0.00	2,325.34	0.00	0.00	2,325.34
511240	PRIN/VP-REG	127,578.09	525,212.70	636,282.09	0.00	1,289,072.88
511241	PRIN/VP-PT	0.00	48,223.20	46,336.88	0.00	94,560.08
511360	TEACHER-REG	0.00	2,335,411.11	3,283,049.94	0.00	5,618,461.05
511361	TEACHER-PT	49,087.50	205,962.37	738,018.20	0.00	993,068.07
511363	TEACHER-SUBS	11,750.00	35,250.00	211,336.58	0.00	258,336.58
511365	TEACHER STIPENDS/ATHLETIC	0.00	698,274.25	329,360.00	0.00	1,027,634.25
511380	GUIDANCE COUNSELOR-REG	0.00	67,143.53	48,392.50	0.00	115,536.03
511400	SOCIAL WKR-REG	0.00	270,638.71	737,247.17	0.00	1,007,885.88
511401	SOCIAL WKR-PT	0.00	3,900.00	0.00	0.00	3,900.00
511997	BONUS CERTIFIED	0.00	2,924,132.00	634,375.00	0.00	3,558,507.00
512180	MANAGER-REG	0.00	400,191.05	370,058.30	0.00	770,249.35
512280	SUPPORTIVE STAFF-REG	54,979.58	1,995,022.94	1,770,151.98	0.00	3,820,154.50
512281	SUPPORTIVE STAFF-PT	2,383.51	3,553.34	100,111.00	0.00	106,047.85
512282	SUPPORTIVE STAFF-OT	0.00	0.00	37,240.90	0.00	37,240.90
512320	CLERICAL - REG	0.00	14,892.51	25,958.76	0.00	40,851.27
512322	CLERICAL - OT	0.00	0.00	20,564.60	0.00	20,564.60
512461	NURSE-PT	0.00	8,997.18	0.00	0.00	8,997.18
512463	NURSE-SUBS	0.00	759.90	0.00	0.00	759.90
512540	PARAPROFESSIONAL-REG	0.00	500,794.60	299,915.84	0.00	800,710.44
512541	PARAPROFESSIONAL-PT	0.00	0.00	3,077.93	0.00	3,077.93
512560	SPEC POLICE OFF-REG	0.00	44,053.47	27,022.79	0.00	71,076.26
512561	SPEC POLICE OFF-PT	0.00	20,412.96	226.54	0.00	20,639.50
512562	SPEC POLICE OFF-OT	0.00	82,184.14	73,006.21	0.00	155,190.35
512591	FOOD SERVICE WORKER-PT	0.00	952.22	0.00	0.00	952.22
512680	CUSTODIAN-REG	28,241.70	132,740.64	230,564.80	0.00	391,547.14
512681	CUSTODIAN-PT	0.00	1,162.91	0.00	0.00	1,162.91
512682	CUSTODIAN-OT	0.00	186.32	33,270.31	0.00	33,456.63
512997	BONUS NONCERTIFIED	0.00	790,121.10	100,125.00	0.00	890,246.10
529997	FRINGE BENEFITS-CERT	136,563.61	1,673,092.59	1,439,953.84	0.00	3,249,610.04
529998	FRINGE BENEFITS-NON-CER	35,010.46	1,430,203.06	1,229,085.77	0.00	2,694,299.29
533210	INSTR CONTRACT SVS	0.00	0.00	253,823.66	426,741.09	680,564.75
533220	INSTR PROG IMPROVE SVS	189,929.30	438,557.80	305,549.00	491,804.42	1,425,840.52
533230	PUPIL SVS: NON-PAYROLL SERVICES	0.00	1,671,000.00	1,040,196.00	693,464.00	3,404,660.00
533240	FIELD TRIPS	0.00	1,949.40	198,828.58	311,898.46	512,676.44
533250	PARENT ACTIVITIES	0.00	0.00	8,870.32	11,520.08	20,390.40
533303	STAFF DEVELOPMENT	0.00	2,280.00	14,331.50	4,500.00	21,111.50
533305	OTHER PROF TECH SVS	1,015,793.30	6,369,345.98	3,856,266.86	3,184,103.63	14,425,509.77
544038	RENTAL OF CHAIRS/TABLES	0.00	0.00	3,947.00	17,699.13	21,646.13
544300	MAINT & CUSTODIAL SERVICES	0.00	42,619.05	53,700.00	33,050.00	129,369.05
544303	EQUIPMENT/VEHICLE REPAIR	0.00	0.00	2,250.00	0.00	2,250.00
544307	MECHANICAL SVS CONTRACTS	0.00	436,159.63	0.00	0.00	436,159.63
544410	RENTAL OF FACILITIES	0.00	120,000.00	36,000.00	36,000.00	192,000.00
544411	RENTAL OF FACILITIES-NON INSTR	0.00	0.00	21,415.66	3,000.00	24,415.66
544420	EQUIPMENT/VEHICLE RENTAL	0.00	0.00	65,977.00	0.00	65,977.00
544500	BUILDING & GROUNDS IMPROVE	0.00	1,336,743.00	1,157,941.68	269,268.41	2,763,953.09
555001	STUDENT COMPETITIONS	0.00	0.00	10,000.00	1,466.00	11,466.00
555100	STUDENT TRANSPORTATION	0.00	53,200.00	1,353,499.36	507,794.64	1,914,494.00
555107	BUS TICKETS	0.00	0.00	13,497.05	0.00	13,497.05
555303	INTERNET COMMUNICATIONS	706,125.41	1,460,209.51	1,841,833.65	247,140.75	4,255,309.32
555400	ADVERTISEMENT	0.00	0.00	257,900.00	25,620.00	283,520.00
555801	TRAVEL EXPENSES	0.00	10,732.54	5,020.49	0.00	15,753.03
555900	MISC PURCHASED SVS	0.00	40,833.00	112,134.44	152,210.93	305,178.37
566110	INSTRUCTIONAL SUPPLIES	761,865.64	3,022.32	817,406.19	300,014.83	1,882,308.98
566112	TESTING MATERIALS	0.00	0.00	22.90	229.00	251.90
566113	TRAINING SUPPLIES	485,266.87	5,525.00	4,229.10	2,491.74	497,512.71
566120	OFFICE SUPPLIES	0.00	0.00	1,882.15	0.00	1,882.15
566130	MAINT & CUSTODIAL SUPP	0.00	292,203.82	175,967.98	219,596.02	687,767.82
566132	SAFETY EQUIP & CLOTHES	0.00	0.00	0.00	27,376.00	27,376.00
566420	LIBRARY BOOKS & PERIODICALS	0.00	0.00	0.00	10,016.55	10,016.55
566504	TECHNOLOGY RELATED SUPP	42,326.55	317,678.07	40,537.00	11,807.76	412,349.38
566903	ATHLETIC SUPPLIES	0.00	0.00	314.65	3,185.35	3,500.00
566904	AWARDS & INCENTIVES	0.00	50,071.48	368,457.08	125,628.85	544,157.41
566905	STUDENT UNIFORMS	0.00	0.00	71,714.82	30,340.34	102,055.16
566909	SUPPLIES & MATERIALS	28,761.70	19,786.33	264,539.54	124,653.67	437,741.24
577340	EQUIPMENT	0.00	321,530.66	1,115,697.72	2,262,002.06	3,699,230.44
577341	FURNITURE & FIXTURES	0.00	1,328.54	189,628.17	96,120.94	287,077.65
577348	COMPUTER/TECH RELATED H	2,535,282.74	2,408,562.66	1,254,338.58	26,392.99	6,224,576.97
588100	ORGANIZATION DUES AND FEES	0.00	7,500.00	5,049.99	1,050.00	13,599.99
588902	MEETINGS & ASSEMBLIES	0.00	0.00	1,023.61	3,832.94	4,856.55
588906	INCENTIVES FOR STAFF	0.00	5,552.70	100,217.07	62,115.39	227,885.16
599999	INDIRECT - OVERHEAD	160,948.30	1,069,943.72	0.00	0.00	1,230,892.02
	Expense Total	6,880,886.73	31,621,689.44	28,092,565.08	9,724,135.97	76,319,277.22

MEMORANDUM
MUNICIPAL ACCOUNTABILITY REVIEW BOARD

To: Municipal Accountability Review Board
From: Kimberly Kennison
Subject: Update on West Haven Subcommittee
Date: April 11, 2024

The West Haven Subcommittee last met on Thursday March 28, 2024 through TEAMS.

Review and Discussion: West Haven Mayor's Recommended Budget FY2025

Mayor Borer stated the budget has been presented to the City Council and a public hearing was scheduled on April 4, 2024. City's Acting Finance Director David Taylor provided an overview of the City's FY25 Mayor Recommended Budget, answered the Subcommittee members' questions and discussed their comments. This budget was distributed to the full Board members for this meeting's discussion.

Status Updates

a. Mayor's Executive Summary

Mayor Borer provided the Subcommittee with an update on the changes and improvements being made to the operations of the City of West Haven, including the new hires of 15 critical positions.

b. FY 2022 Audit Findings

A matrix prepared by the City's Finance Manager – Protiviti relating to the status of audit finding from FY 22 Single Audits and the Auditor's Management Letter was provided to the Subcommittee. OPM staff Mr. John Mehr provided an overview of the matrix and stated that this will be a working document and an update for each of the future Subcommittee meetings.

c. FY 2023 Audit

Mr. David Taylor provided an update on the status of the City's FY 2023 audit. He indicated that the Auditor's field work has been started and the management has had a few meetings with the auditor. They are on the target to have the audit completed by June 30, 2024.




The next meeting of the West Haven Subcommittee is scheduled for April 30th at West Haven City Hall.

West Haven 5-Year Plan
Provided Separately

West Haven Mayor Recommended FY 2025 Budget
Provided Separately

WEST HAVEN FINANCE MANAGER STATUS

AS OF APRIL 4, 2024

Objective	Accomplishments	Next Steps
 <p>Audit</p> <p>Assist the City to become current on financial statement audits through FY24 while resolving prior year audit findings</p>	<ul style="list-style-type: none"> Reviewed prior year audit findings to track and resolve for remediation Held FY23 audit kickoff Supported obtaining FY23 auditor requests 	<ul style="list-style-type: none"> Continue to assist and track progress of implementation of corrective action plans to remediate prior year audit findings Continue to manage FY23 request list including supporting the collection of required documentation
 <p>Payroll</p> <p>Improve the payroll process including remediation of observations identified by external audit and Whittlesey</p>	<ul style="list-style-type: none"> Reviewed improvement opportunities with various City stakeholders Started procedure document for timekeeping and union contract review for ADP set up 	<ul style="list-style-type: none"> Coordinate meeting with ADP to discuss action plans Continue to execute to payroll action plan and implement best practices and controls Continue to develop procedures for timekeeping and ADP set up
 <p>Process Documentation and Improvement</p> <p>Identify general process improvement opportunities and further formalize processes via policies and procedures</p>	<ul style="list-style-type: none"> Drafted payment procedures and procurement policy Coordinated with process owners on controls and process improvements 	<ul style="list-style-type: none"> Continue developing policies and procedures in line with best practices

PROFESSIONAL AUDITING SERVICES

- Engagement of PKF O'Connor Davies for auditing services of Fiscal Year 2024.
- Proposed fee of \$178,400
- Public RFP
 - RFP issued April 26, 2022, Addendum #1 issued May 4, 2022
 - Proposals received May 13, 2022
 - 1 bid received from PKF O'Conner Davies
 - Bid was reviewed by Finance Director, Mayor and Corporation Counsel

Acceptance of PKF O'Connor Davies by WH City Council is on agenda for Council meeting on April 22, 2024





April 1, 2024

City Council
City of West Haven, CT
355 Main Street
West Haven, CT 06516

Thank you for choosing PKF O'Connor Davies to provide professional services to the City of West Haven, CT. This letter sets forth our understanding of the terms and objectives of our engagement, and the nature and scope of the services we will provide to City of West Haven, CT ("the Entity").

Audit objectives

We will audit the Entity's governmental activities, business-type activities, each major fund and the aggregate remaining fund information and the disclosures, which collectively comprise the basic financial statements of the Entity as of and for the year ended June 30, 2024 and issue our report thereon as soon as reasonably possible after completion of our work.

Accounting principles generally accepted in the United States of America ("US GAAP") provide for certain required supplementary information ("RSI"), such as management's discussion and analysis to supplement the Entity's financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Entity's RSI in accordance with auditing standards generally accepted in the United States of America ("US GAAS"). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by US GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management's Discussion and Analysis
- Budget and Actual Schedules
- Required Schedules and Notes for Pension Plans
- Required Schedules and Notes for Other Post-Employment Plans
- Schedules of Contributions and Proportionate Share of the Net Pension and OPEB Liability

We have also been engaged to report on supplementary information other than the RSI that accompanies the Entity's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with US GAAS, *Government Auditing Standards* issued by the Comptroller General of the United States ("GAGAS"), and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance") (if applicable), and we will provide an opinion on it in relation to the financial statements as a whole and our auditors' report will provide an opinion on such information in relation to the financial statements as a whole in a separate report accompanying our auditors report on the financial statements:

- Combining Fund Financial Statements and Schedules
- Schedule of Expenditures of Federal Awards
- Schedule of Expenditures of State Financial Assistance

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- Introductory Section
- Trend Information Section

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America ("U.S. GAAP"). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America ("U.S. GAAS") will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct the audit in accordance with US GAAS, GAGAS, and Uniform Guidance (if applicable), and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance (if applicable), and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with US GAAS, GAGAS, and Uniform Guidance, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us even though the audit is properly planned and performed in accordance with US GAAS and GAGAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements and on those programs we have determined to be major programs (if applicable). However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting or misappropriation of assets and any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit (if applicable). We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

The objective for our audit also includes reporting on:

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with GAGAS.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with Uniform Guidance, Audits of States, Local Governments and Non-Profit Organizations.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Entity's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to GAGAS.

Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the Entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the "Uniform Guidance Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of the Entity's major programs. The purpose of these procedures will be to express an opinion on the Entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to Uniform Guidance. As required by Uniform Guidance, we will also perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to prevent or detect material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Uniform Guidance.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the **City of West Haven, CT's** ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts. We will also request written representations from your attorneys as part of the engagement, as considered necessary pursuant to US GAAS.

After our planning is complete, we will communicate to management and those charged with governance, the significant risk(s) of material misstatement identified in our audit planning.

Audit Procedures – Internal Control

We will obtain an understanding of the Entity and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements and the supplementary information, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to prevent and detect misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to GAGAS. An audit is also not designed to identify significant deficiencies or material weaknesses. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Entity's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report.

Reporting

We will issue a written report upon completion of our audit of the **City of West Haven, CT's** financial statements. Our report will be addressed to the City Council. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or withdraw from this engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by GAGAS.

The reports on internal control and compliance (if applicable) will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with GAGAS in considering internal control over financial reporting and compliance and Uniform Guidance in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarize our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audit.

We will also communicate with those charged with governance any (a) fraud involving senior management and other fraud that causes a material misstatement of the financial statements; (b) violations of laws or governmental regulations that come to our attention (unless they are clearly inconsequential); (c) disagreements with management and other serious difficulties encountered in performing the audit; and, (d) various matters related to the Entity's accounting policies and financial statements.

Other Services

We will perform the following services for you as necessary:

- Prepare the financial statements of the Entity in conformity with accounting principles generally accepted in the United States of America based on information provided by you.
- Preparation of the Schedule of Expenditures of State Financial Assistance
- Preparation of the Schedule of Expenditures of Federal Awards
- Preparation of the MD&A based upon the data provided by you

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements, including all disclosures, RSI and supplementary information, in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements and supplementary information to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information.

Management's responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the RSI and supplementary information in accordance with US GAAP; (2) you believe the RSI and supplementary information, including its form and content, is fairly presented in accordance with US GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the RSI and supplementary information.

Management is responsible for management decisions and assuming all management responsibilities; for designating an individual with suitable skill, knowledge, and/or experience to oversee the preparation of the financial statements or other non-attest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the following schedules as applicable:

- Schedule of expenditures of federal awards in accordance with the requirements of Uniform Guidance.
- Schedule of expenditures of state financial assistance in accordance with the requirements of State Single Audit Act.

As part of the audit, we will assist with preparation of your financial statements, schedules noted above and related notes. You agree to include our report on the schedules noted above in any document that contains, and indicates that we have reported on, the schedules. You also agree to include the audited financial statements with any presentation of the schedules noted above that includes our report thereon. You are responsible for making all management decisions and assuming all management responsibilities relating to the financial statements, schedules noted above and related notes, and for accepting full responsibility for such decisions.

Management is also responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the Entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Entity received in communications from employees, former employees, grantors, regulators or others. In addition, you are responsible for identifying and ensuring that the Entity complies with applicable laws, regulations, contracts, agreements and grants and for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. Additionally, as required by Uniform Guidance (if applicable), it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

In order to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements, management is responsible for establishing and maintaining effective internal control, including internal control over compliance, and for evaluating and monitoring ongoing activities.

Management's responsibilities also include identifying any significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the audit objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. The Entity is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

At the conclusion of the engagement, we will request from management written confirmation concerning representations made to us in connection with the audit. The representation letter, among other things, will confirm management's responsibility for: (1) the preparation of the financial statements in conformity with US GAAP, (2) the availability of financial records and related data, and (3) the completeness and availability of all minutes of board meetings. Management's representation letter will further confirm that: (1) the effects of any uncorrected misstatements aggregated by us during the engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole, and (2) we have been informed of, or that there were no incidences of, fraud involving management or those employees who have significant roles in the Entity's internal control. You will also be required to acknowledge in the management representation letter, when applicable, our assistance with preparation of the financial statements and related schedules, RSI and the schedule of expenditures of federal awards (if applicable) and that you have reviewed and approved the financial statements, aforementioned schedules and RSI, and related notes prior to their issuance and have accepted responsibility for them. We will place reliance on these representations in issuing our report.

Exempt Offering Documents

The financial statements are the property of the Entity and can be reproduced and distributed as management desires.

The Entity may wish to include our report on these financial statements in an exempt offering document. There are audit rules that govern whether the auditor is involved (has a responsibility to perform additional procedures outside of this audit engagement) or not with respect to the exempt offering document. For that reason, when our report is included in an exempt offering document, one of the following two options must be followed:

1. Any exempt offering document issued by the Entity with which we are not involved (as defined by AU-C Section 945) will clearly indicate in the exempt offering document we are not involved with the contents of such offering document using the following language:

PKF O'Connor Davies, LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. PKF O'Connor Davies, LLP also has not performed any procedures relating to this offering document.

2. Otherwise, any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent to use our report, will be a separate engagement and fee.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Engagement Administration

We understand that your accounting department personnel will assist us to the extent practicable in completing the audit. They will provide us with detailed trial balances, supporting schedules, and other information we deem necessary. A list of these schedules and other items of information will be furnished to you before we begin the audit. The timely and accurate completion of this information is an essential condition to our completion of the audit and the issuance of the audit report. We understand that your employees will locate any documents selected by us for testing.

It is expected that a portion of the audit will be conducted remotely. Management is responsible for ensuring that all electronically provided documents and records are complete and accurate reproductions of the original documents and records. For any part of the engagement performed on premises, management is responsible for ensuring that all applicable safeguards are in place in accordance with Centers for Disease Control guidance and any state and local regulations and guidelines. PKF O'Connor Davies holds the right to not perform work onsite if we consider the onsite conditions unsafe for any reason. Management, in coordination with PKF O'Connor Davies, is responsible to arrange for alternative methods for audit procedures that must be performed on the Company's or a third-party's premises.

We will provide copies of our reports to the Entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

We keep documents related to this engagement in accordance with our records retention policy and applicable regulations or for any additional period requested by the applicable cognizant agency. If we are aware that a federal (and/or state) awarding agency or the Entity is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We do not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

Hosting Services

In order to maintain our independence in accordance with the AICPA's Code of Professional Conduct, we cannot host or maintain any client information. You are expected to retain all financial and non-financial information including anything you upload to a portal and are responsible for downloading and retaining anything we upload in a timely manner. Portals are only meant as a method of transferring data, are not intended for the storage of client information, and may be deleted at any time. You are expected to maintain control over your accounting systems to include the licensing of applications and the hosting of said applications and data. We do not provide electronic security or back-up services for any of your data or records. Giving us access to your accounting system does not make us hosts of information contained within.

Electronic and other communication

During the course of the engagement, we may communicate with you or with Entity personnel via fax or e-mail. You should be aware that communication in those media may be unsafe to use and contains a risk of misdirection and/or interception by unintended third parties, or failed delivery or receipt. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail or other electronic transmissions, including any consequential, incidental, direct, indirect or special damages.

Access to working papers

During the course of this engagement, we will develop files of various documents, schedules and other related engagement information known as our working papers. As we are sure you can appreciate, these working papers may contain confidential information and our firm's proprietary data. You understand and agree that these working papers are, and will remain, our exclusive property. Except as discussed below, any requests for access to our working papers will be discussed with you before making them available to requesting parties:

- (1) Our firm, as well as other accounting firms, participates in a peer review program covering our audit and accounting practices. This program requires that once every three years we subject our system of quality control to an examination by another accounting firm. As part of this process, the other firm will review a sample of our work. It is possible that the work we perform for you may be selected for review. If it is, the other firm is bound by professional standards to keep all information confidential.
- (2) We may be requested to make certain working papers available to regulators pursuant to authority given to them by law, regulation or subpoena. Such regulators may include (i) a federal agency providing direct or indirect funding or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities; (ii) the American Institute of Certified Public Accountants; and (iii) the State Board of Accountancy. If requested, access to such working papers will be provided under the supervision of our personnel. Furthermore, upon request, we may provide photocopies of selected working papers to them. The regulator may intend, or decide, to distribute the photocopies or information contained therein to others, including other government agencies.

Liability

Any and all claims by the Entity arising under this engagement must be commenced by the Entity within one year following the date on which our firm delivered our report on the financial statements associated with this engagement, or the date the Entity is informed of the engagement's termination in the event our report is not delivered, for any reason.

You agree to indemnify our firm, its partners, principals and employees, to the fullest extent permitted by law for any expense, including compensation for our time at our standard billing rates and reimbursement for our out-of-pocket expenses and reasonable attorneys' fees, incurred in complying with or responding to any request (by subpoena or otherwise) for testimony, documents or other information concerning the Entity by any governmental agency or investigative body or by a party in any litigation or dispute other than litigation or disputes involving claims by the Entity against the firm. This indemnification will survive termination of this engagement.

Dispute resolution

Any claim or controversy ("dispute") arising out of or relating to this engagement, the services provided thereunder, or any other services provided by or on behalf of the firm or any of its subcontractors or agents to the Entity or at its request (including any dispute involving any person or entity for whose benefit the services in question are or were provided), shall first be submitted in good faith for mediation administered by the American Arbitration Association ("AAA") under its Mediation Rules. Each party shall bear its own costs in the mediation. Absent an agreement to the contrary, the fees and expenses of the mediator shall be shared equally by the parties.

If the dispute is not resolved by mediation within 90 days of its submission to the mediator, then, and only then, the parties shall submit the dispute for arbitration administered by the American Arbitration Association under its Professional Accounting and Related Services Dispute Resolution Rules (the "Rules"). The arbitration will be conducted before a single arbitrator selected from the AAA's Panel of Accounting Professionals and Attorneys and shall take place in Hartford, CT.

Any discovery sought in connection with the arbitration must be expressly approved by the arbitrator upon a showing of substantial need by the party seeking discovery. All aspects of the arbitration shall be treated as confidential. The parties and the arbitrator may disclose the existence, content or result of the arbitration only as expressly provided by the Rules.

The arbitrator shall issue his or her final award in a written and reasoned decision to be provided to each party. In his or her decision, the arbitrator will declare one party the prevailing party. The arbitrator shall have the power to award to the prevailing party reasonable legal fees associated with the arbitration and prior mediation. The arbitrator shall have no authority to award non-monetary or equitable relief of any sort. The arbitrator shall not have authority to award damages that are punitive in nature, or that are not measured by the prevailing party's actual compensatory loss.

The award reached as a result of the arbitration will be binding on the parties and confirmation of the arbitration award may be sought in any court having jurisdiction.

Any claim by our firm seeking payment of our fees and disbursements related to this engagement and the services provided hereunder shall be brought in a federal or state court of appropriate jurisdiction sitting without a jury. YOU AND OUR FIRM IRREVOCABLY WAIVE ANY AND ALL RIGHT TO TRIAL BY JURY IN ANY LEGAL PROCEEDING RELATED TO NON-PAYMENT OF ANY OF OUR FEES AND DISBURSEMENTS.

This engagement will be governed by the laws of the State of Connecticut, without giving effect to any provisions relating to conflict of laws that would require the laws of another jurisdiction to apply.

Third-party service providers and subcontractors

From time to time and depending upon the circumstances, we may use third-party service providers or subcontractors to assist us in providing professional services to you. In such circumstances, it may be necessary for us to disclose confidential client information to them. We enter into confidentiality agreements with third-party service providers and subcontractors, and we remain committed to maintaining the confidentiality and security of your information.

Employment of firm partner or professional employee

The Entity acknowledges that hiring current or former PKF O'Connor Davies personnel participating in the engagement may be perceived as compromising our objectivity, and depending on the applicable professional standards, impairing our independence in certain circumstances. Accordingly, prior to entering into any employment discussions, with such known individuals, you agree to discuss the potential employment, including any applicable independence ramifications, with the engagement partner responsible for the services.

In addition, during the term of this Engagement Letter and for a period of one (1) year after the services are completed, we both agree not to solicit, directly or indirectly, or hire the other's personnel participating in the engagement without express written consent. If this provision is violated, the violating party will pay the other party a fee equal to the hired person's annual salary in effect at the time of the violation to reimburse the estimated costs of hiring and training replacement personnel.

Fees and billing

Our fee for the financial statement audit services will be **\$178,400** (the "Fee").

The Fee shall be payable to us in monthly installments as the work is performed, within 30 days of the invoice date.

The above estimated fee is quoted based upon the same scope and audit requirements as the prior year. Should any professional pronouncements issued by the GASB, the AICPA, the Federal or State governments, or should the number of major funds increase or should the number of Federal or State programs that are required to be tested increase significantly affect the audit hours, we would discuss possible fee changes with you prior to commencing the work.

Our fee is quoted with the understanding that the accounts and records will be properly and currently maintained and in balance prior to commencement of our year-end audit. This includes trial balances of all individual funds, bank reconciliations, balancing of subsidiary records with general ledger control accounts, adequate detail of receivables, payables, etc. and other account analysis. Should any unusual circumstances, originating from the City or its personnel require an excessive amount of time on our part, we would consult with you regarding any possible additional charge for the time involved prior to commencing the work.

In accordance with our firm policies, work may be suspended if your account becomes overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Our audit engagement for each year ends on delivery of our audit report covering that year. Requests for services other than those included in this engagement letter will be agreed upon separately.

All rights and obligations set forth herein shall become the rights and obligations of any successor firm to PKF O'Connor Davies, LLP by way of merger, acquisition or otherwise.

Joseph Centofanti is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

GAGAS require that we provide you with a copy of our most recent external peer review report, and any subsequent peer review reports received during the period of the contract. Our latest peer review report accompanies this letter.

The terms of this letter are subject to the completion of client acceptance in compliance with professional standards.

If this letter correctly expresses your understanding of the terms of our engagement, including our respective responsibilities, please sign the enclosed copy where indicated and return it to us.

By your execution of this Agreement, the undersigned represent and warrant that he or she is authorized on behalf of the entity or entities listed to bind and are in fact binding each such entity to the terms and conditions of this Agreement.

We are pleased to have this opportunity to serve you.

PKF O'Connor Davies, LLP

Attachment: Peer Review Report

The services and terms described in the foregoing letter are in accordance with our requirements and are acceptable to us.

City of West Haven, CT

BY: _____

TITLE: _____

DATE: _____

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

January 25, 2024

To the Partners of PKF O'Connor Davies, LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of PKF O'Connor Davies, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act; audits of employee benefit plans; and examinations of services organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of PKF O'Connor Davies, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended December 31, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. PKF O'Connor Davies, LLP has received a peer review rating of *pass*.

Davie Kaplan, CPA, P.C.

DAVIE KAPLAN, CPA, P.C.

65 GALLON RECYCLE BINS

- City is purchasing 16,000, 65 gallon recycle bins to provide to residents
- Rehrig Pacific Company will supply bins with City logo, and handle distribution, delivery, and educational materials to all locations currently serviced by the City Municipal Curbside Recycling program.
- Sourcewell Contract 041521-REH – *included in packet*
- Total delivered price is \$846,350
- Funding source is combination of ARPA and grant from “Recycling Partnership”
 - ARPA funds re-allocated by City Council from Transfer Station/Recycling Center at meeting on April 8th
 - Grant from “Recycling Partnership” will provide reimbursement of \$15 per container
 - If grant not awarded, balance of funds will come from ARPA





Locations:
 1000 Raco Court, Lawrenceville, GA 30046
 625 West Mockingbird Lane, Dallas, TX 75247
 1738 W. 20th St, Erie, PA 16502
 7452 Presidents Dr, Orlando, FL 32809


8875 Commerce Dr, DeSoto, KS 66018
 7800 100th St, Pleasant Prairie, WI 53158
 4010 East 26th St, Los Angeles, CA 90058

Proposal

Proposal #: Account # & Date

March 11, 2024

Bill-to:	Ship-to:
City of West Haven 355 Main Street, 3rd Floor West Haven, Connecticut 06516	SAME
Billing Contact:	Shipping Contact:
Name: Dustin Werle Phone: (203) 937-3500 ext. 3522 E-mail: dwerle@westhaven-ct.gov	SAME

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE
Rollout Cart Type: 65 Gallon NB Cart Body Color Requested: TBD Lid Color Requested: TBD Wheels / Casters: 10" Snap on with Intergrated Spacer Options: RFID Tags Artwork: 	16,000	\$45.35	\$ 725,600.00
Options: One Time Brand Plate Fee	1	\$700.00	INCLUDED
Options: Assembly & Distribution	16,000	\$4.50	\$ 72,000.00
Is Product Taxable? No Is Freight taxable? No Tax Rate: 0.00% Terms: Net 30 Days		Subtotal = Tax on Product = Truckload Freight Rate = Tax on Freight = Total =	\$ 797,600.00 48,750.00 \$ 846,350.00

ADDITIONAL INFORMATION:

Contract Options: None
Ship From: Erie, PA facility
Leadtime: 4 weeks or sooner
Warranty: 10 year unprorated warranty
Quote Valid: 30 Days
Taxes: All applicable taxes shall be paid by the Buyer unless a proper exemption is provided and validated.

*** All Credit Card transactions are subject to a 2% processing fee.

PRESENTED BY:	ACCEPTED BY:
 Stephen Mullis 3/11/2024 Stephen Mullis Date Territory Manager Direct: 781-264-5251 Email: Smullis@rehrig.com	Sign and Print Name _____ Date _____ Title: _____

To initiate order, please send signed proposal via email to Presented By representative.



Solicitation Number: RFP #041521

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Rehrig Pacific Company, 4010 E. 26th Street, Los Angeles, CA 90058 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Plastic Refuse and Recycling Containers with Related Technology Solutions from which Vendor was awarded a contract.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires May 28, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 14 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Contract Administrator. This form is available from the assigned Sourcewell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing

restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. **PARTICIPATION.** Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. **PUBLIC FACILITIES.** Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. **ORDERS AND PAYMENT.** To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Vendor must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcwell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Vendor will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit payment to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Vendor's name and Sourcwell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcwell's banking institution per Sourcwell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

D. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

E. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their

respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.
 - b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.
3. *Use; Quality Control.*

- a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
- b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
- c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.

5. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

14. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
\$2,000,000

5. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
\$2,000,000 per occurrence
\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other

insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcwell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcwell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcwell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all

references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of

not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any

person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

22. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

Rehrig Pacific Company

DocuSigned by:
Jeremy Schwartz
By: C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
5/26/2021 | 2:29 PM CDT
Date: _____

DocuSigned by:
Derek Fields
By: C842979228F64BB...
Derek Fields
Title: Senior Vice President of Sales
6/30/2021 | 10:47 AM CDT
Date: _____

Approved:

DocuSigned by:
Chad Coquette
By: 7E42B8F817A64CC...
Chad Coquette
Title: Executive Director/CEO
6/30/2021 | 10:50 AM CDT
Date: _____

RFP 041521 - Plastic Refuse and Recycling Containers with Related Technology Solutions

Vendor Details

Company Name: Rehrig Pacific Company
Does your company conduct business under any other name? If yes, please state: CA
Address: 4010 E. 26th Street
Los Angeles, CA 90058
Contact: Jack Weber
Email: jweber@rehrig.com
Phone: 949-254-5781
HST#: 95-4608797

Submission Details

Created On: Thursday February 25, 2021 10:22:57
Submitted On: Monday April 12, 2021 13:29:22
Submitted By: Jack Weber
Email: jweber@rehrig.com
Transaction #: 119a00de-0271-41a7-9a92-6cd0223da697
Submitter's IP Address: 68.5.83.197

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (and applicable d/b/a, if any):	Rehrig Pacific Company
2	Proposer Address:	Rehrig Pacific Company 4010 E. 26th Street Los Angeles, CA 90058 (Headquarters)
3	Proposer website address:	www.Rehrig.com
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Raj Luhar Chief Financial Officer 4010 E. 26th Street Los Angeles, CA 90058 RLuhar@rehrig.com (323) 262-5145
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jack Weber National Account Manager- Municipal Sector 4010 E. 26th Street Los Angeles, CA 90058 jweber@Rehrig.com (949) 254-5781 (mobile)
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Rebecca Vara Director of Sales 4010 E. 26th Street Los Angeles, CA 90058 RVara@Rehrig.com (610) 909-5099 (mobile)

Table 2: Company Information and Financial Strength

Line Item	Question	Response *
7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Rehrig Pacific Company is an American-owned and operated manufacturer founded in 1913. A family tradition of growth, service, and innovation began over 100 years ago with the supply of wooden crates for the automotive industry and today has evolved into logistics optimization for over eleven (11) industries. Rehrig Pacific is a world-leading plastic container manufacturer, technology provider, and supply chain expert that believes in providing exceptional value and partnership for our customers. For the past thirty (30) years Rehrig has grown to become the largest roll-out cart and recycling bin manufacturer in North America with six (6) company-owned manufacturing facilities strategically located nation-wide. Rehrig also has a manufacturing facility in Queretaro, Mexico that serves our customers in Mexico, Central and South America. By having the industry's largest production capacity (roll-out cart producing machines and molds), Rehrig has the ability to not only meet short time frames but also handle order quantities of any size and type. Having multiple manufacturing plants strategically located brings our manufacturing closer to our customers which helps reduce freight costs and reduce harmful carbon emissions.</p> <p>Rehrig's Mission Statement: The Rehrig Pacific Family celebrates our people and empowers them to create innovative solutions that effectively and responsibly move goods, resources and ideas.</p> <p>Rehrig's Core Values: Family, Service, Growth, Intrapreneurship and Innovation.</p>

8	What are your company's expectations in the event of an award?	Rehrig Pacific will work closely with Sourcewell and the growing number of municipalities who are utilizing the Sourcewell Cooperative agreement to mutually grow our business. With our large and far reaching sales force Rehrig is looking to drive our Core Plastic Container and Technology products to the Municipal Sector. With the industry's largest market share in roll-out carts, Rehrig would be using this contract to allow our prospective municipal customers to purchase our products more easily by avoiding the lengthy and costly bid process. Our projected growth for our Municipal business is 2% annually with much of this growth via the Municipal Sector (Sourcewell contract).
9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Rehrig Pacific Company maintains a healthy financial position. Our strong financial standing has allowed Rehrig to invest back into and grow our business by being able to produce roll-out carts and recycling bins in SIX company-owned facilities. Please see uploaded financials as representative of Rehrig Pacific Company's financial strength.
10	What is your US market share for the solutions that you are proposing?	Rehrig Pacific has been supplying the Solid Waste & Recycling Industry with various recycling bins and residential automated collection roll-out carts since the 1980's and early 1990's respectively. Over this period Rehrig has sold over 45 million roll-out carts throughout North America having successfully partnered with some of the North America's more elite Solid Waste & Recycling operations including Los Angeles, Seattle, Milwaukee, Madison, San Diego, Phoenix and Chicago. During this same period Rehrig has also gained supplier status with several of the industry's largest regional and national private haulers including Waste Management, Republic Waste, Waste Connections, Rumpke, and GFL. Today, our combined market share ranges anywhere from 30-40%.
11	What is your Canadian market share for the solutions that you are proposing?	Our Canadian market share is 40% and growing.
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No
13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	b) Rehrig Pacific Company is a manufacturer who produces proprietary products and sells them directly to the end user (Municipal and Private Sectors). All of our products being proposed are sold by Rehrig Pacific's company-employed direct sales team. Employing the industry's largest sales team, Rehrig's Environmental Business Group consists of a VP-Sales, a Director of Sales, (3) Regional Sales Managers, (3) National Account Managers, and (12) Territory Sales Representatives. Our sales team also consists of seven (7) Account Specialists who provide daily customer service support of our sales team and customers. Our infrastructure does not necessitate the need for dealer or distributor network. Our sales team and our (6) manufacturing locations provide the sales and production support required to meet our existing and growing number of customers.
14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	Rehrig Pacific Company is required to maintain proper DOT Registration & Licensing for over the road shipping and Assembly & Distribution. Our roll-out carts are industry ANSI-Standard compliant.
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	Rehrig Pacific Company has never been suspended or disbarred.

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *
16	Describe any relevant industry awards or recognition that your company has received in the past five years	In the past five (5) years Rehrig Pacific has been recognized for several accomplishments in various areas of the industry. One of the recent accomplishments includes being certified two years in a row as a Great Place to Work (2019-20 & 2020-21). This certification came through surveys where employees expressed their satisfaction and positive sentiment of working for such a great company. In 2020 Rehrig Pacific was awarded the Sustainability Partnership Game Changer Award by the National Waste & Recycling Association for its effort to increase post-consumer resin (PCR) in roll-out carts by 10 percent. In 2018, Rehrig Pacific was awarded the Large Supply Chain Pioneer of the Year award for leading innovation in the Supply Chain Industry. Rehrig Pacific is a proud recipient of multiple OSHA awards for safety across a number of our US plants ensuring team member injuries continue to decrease year over year. Also, Rehrig Pacific prioritizes community service and each year partners with organizations that help give back to the community including Habitat for Humanity, Los Angeles Regional Food Bank, Kenosha's Pollinator Patch Program, and more.
17	What percentage of your sales are to the governmental sector in the past three years	Rehrig Pacific's sales to the Governmental Sector have ranged from 26-30% of our Environmental Group's sales. Our Government or Municipal sales vary each year depending on the number of municipalities who are seeking to automate their collection service with plastic automated containers. Things like the Covid-19 pandemic, recessions, and tight budget constraints can affect a municipality's decision to automate their collection in any given year. Strategically, Rehrig is forecasting that cities will continue to convert their collection systems to automated collection and will begin to add Technology solutions to their operations.
18	What percentage of your sales are to the education sector in the past three years	Less than one percent. It is important to understand that Educational institutions do not purchase our products directly. The municipalities and private waste haulers who collect their waste & recyclables are the entities who purchase our products. That being said, Rehrig Pacific will sell any Educational institution who is interested in purchasing our products and services directly.
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	1) Omnia Partners with an average of \$12 Million annually. 2) Massachusetts State Contract with an average of \$300K annually.
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	We do not hold any GSA contracts.

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *
Orange County, FL	Josue Lugo	407-836-6619
City of San Diego	Matthew Cleary	858-526-2302
City of Los Angeles, CA	Jonathan Zari	213-840-6547

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *
City of LA	Government	California - CA	Awarded sole-supplier contract for roll-out carts and ancillary products and services	\$192+ Million	\$12 Million annually
City of Toronto	Government	ON - Ontario	Awarded sole-supplier contract for containers and ancillary products and services	\$40 Million	\$2+ Million Annually
Sarasota County	Government	Florida - FL	Purchased 130K roll-out carts for county-wide collection program	\$5.6 Million	\$5.6 Million
City of Edmonton	Government	AB - Alberta	Awarded sole-supplier contract for containers and ancillary services	\$28+ Million	Starting 2021
City of Chicago	Government	Illinois - IL	Awarded sole-supplier contract for roll-out carts over a period of three years	\$9 Million	\$2-\$3 Million

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
23	Sales force.	Rehrig Pacific Company utilizes and employs a direct sales force that is highly trained and experienced in selling our many products and ancillary service and technology offerings. Within the Environmental Business Group, our sales team consists of (12) sales representatives located strategically throughout North America. Our sales organization is comprised of (3) Regions, North, Central, and West with each region managed by a Regional Sales Manager. Our Sales Managers report directly to our VP- Environmental Business Group. In addition, each of our (3) regions are supported daily by seven (7) Account Specialists (Customer Service). Our Account Specialists are assigned specific sales representatives/territories and assist our sales representatives with managing all of our customer's needs. This organizational structure provides our customers with professional and prompt responses along with a sense of partnership between them, our sales representatives and Rehrig Pacific. Our Sales team also includes (2) National Account Managers who are responsible for managing the private sector of our business (private waste haulers) and one (1) National Account Manager who is responsible for managing the Municipal Sector. National Account Managers report directly to the Director of Sales and support each of our (12) sales representatives daily. As the National Account Manager for the Municipal Sector, I will be managing and supporting the Sourcwell agreement daily.
24	Dealer network or other distribution methods.	Rehrig Pacific Company and our company-employed sales team sell our proprietary products directly to the end-user. With six (6) roll-out cart producing plants strategically located throughout the country, Rehrig can provide the industry's shortest lead times and shortest freight lanes, eliminating any reason to utilize a distribution network.
25	Service force.	N/A. All of our customer's needs and follow up are performed by our company-employed sales team.

26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>The purpose of the Customer Service (Account Specialist) role is to be Rehrig Pacific's primary contact for our customers and are responsible for maintaining customer accounts and files and providing product and service information across all aspects of Rehrig's vertical businesses and industries. The position partners with the Sales Team, fellow Account Specialists, Production, Inventory Control, Scheduling, Shipping, Logistics and Finance teams to ensure customer accounts, order status, production receipts, and shipping are accurate in the system. Responsible for scalability of multiple accounts to small accounts and medium customers with high complexity. The Account Specialist Team reports to the Account Specialist Manager, Environmental Business Group.</p> <p>Our Environmental Account Specialist Team consists of seven (7) members strategically assigned to Sales Representatives. With seven (7) Account Specialists covering twelve (12) sales representatives, our better than 1:2 ratio ensures our customers are receiving prompt accurate and professional customer service.</p> <p>Some of the key accountabilities for our Account Specialists include:</p> <ul style="list-style-type: none"> * Setting up new customer accounts * Maintaining and updating customer records and files * Take customer orders either directly from customers or Sales Representatives * Lead all post sales efforts to ensure customers' needs are met and their experience is positive * Communicate with customers regarding items such as order status, quotations, order changes and confirmations, as well as any complaints or questions * Expedite, track and review customer scheduling requirements * Initiate correction process to resolve customer complaints and service requests * Review customer warranty and submit warranty claims
27	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Rehrig Pacific Company currently offers and sells our products to municipalities in all 50 states. Our six (6) manufacturing facilities make the prospect of servicing such a large customer base in a large country that much easier.
28	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	All of Rehrig Pacific Company's products and services offered in our proposal are available for sale in Canada. Rehrig Pacific employs a Canadian national who has been very successful in selling our containers and technology solutions to cities in Canada. Our manufacturing facilities in Kenosha, WI and Erie, PA provide nearby manufacturing to service and support the Canadian market. Toronto, Calgary, and Edmonton are just three of Rehrig's largest municipal customers.
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Rehrig Pacific Company will service any qualified Sourcewell members in North America.
30	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	As stated earlier, Rehrig Pacific typically does not sell our products to the Education Sector but would certainly sell these members if they had any reason to purchase our containers directly. Once again, we are a company with a far reaching sales force and the ability to service Sourcewell members in all regions. Our competitors are part of several cooperative purchasing contracts. Currently Rehrig has only one contract with a nationally recognized cooperative purchasing organization and only one with a state contract.
31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	No restrictions would apply to members in Hawaii, Alaska or US Territories.

Table 7: Marketing Plan

Line Item	Question	Response *
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32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>Rehrig Pacific Company's marketing strategy to promote the contract with Sourcewell will align with our current marketing key initiatives in sharing the complete story and full capabilities of our products, services, and people. We will implement this marketing strategy across all of the following segments:</p> <p>Trade Shows: Rehrig Pacific Company exhibits at several regional and national trade shows annually where our products and services are displayed, and municipalities have the opportunity to experience our products first hand. Rehrig is a major sponsor of the National Waste & Recycling Association (NWRA) which hosts Waste Expo, the Solid Waste & Recycling Industry's largest trade show. This national trade show attracts thousands of people from both the Municipal and Private sectors each year. In addition, Rehrig Pacific is also a major sponsor and member of The Solid Waste Association of North America (SWANA). SWANA is an organization of public and private sector professionals advancing Solid Waste as a resource. SWANA hosts the annual WasteCon trade show where Rehrig Pacific exhibits our full menu of products and ancillary services. Lastly, our Sales Team participates and attends numerous regional industry trade shows throughout the year representing Rehrig proudly. We plan to bring awareness to our partnership with Sourcewell via our booth design at all trade shows.</p> <p>Literature: Rehrig Pacific Company has invested in a vast amount of literature and marketing collateral that includes product sell sheets, brochures, white paper case studies, sustainability initiatives, product specifications, product test results, company history, contact information, and more. All of our marketing literature resources are available to the teams to support in proposals, presentations, customer meetings, new customer outreach, and more.</p> <p>Website: Rehrig Pacific Company has recently updated our user-friendly website where Sourcewell members can learn in-depth information about our product and services while obtaining product specifications, technology services information, case studies, brand and product videos, company sustainability efforts, office locations, contact information, and more. Using our website, we would amplify our partnership with Sourcewell and how this partnership has gotten us closer to other great partner brands and companies we continue to grow our network with.</p> <p>Social Media: Rehrig Pacific maintains a highly engaging presence on Social media across LinkedIn, Facebook, Twitter, and YouTube publishing unique content weekly regarding the brand, product, services, trade shows, conferences, awards, recognitions, and more. The past year has focused around amplifying our social media presence specifically on LinkedIn while also sharing our story as an integrated solutions provider. In addition, highlighting new product launches through video content, new partnerships with social banner posts, and sharing employee recognitions has also been a focus.</p> <p>Advertising: Rehrig Pacific Company advertises in several industry publications including Waste 360. We develop and execute digital marketing campaigns featuring new products across various platforms to reach specific target audiences. Digital platforms that we have used in past campaigns include Facebook (banner ads and video ads), Google (Google ads, display banners, video pre-rolls), and LinkedIn (video ads, sponsored ads). In addition, paid search ads were developed to run on both Facebook and Instagram. Direct mail advertisement was also developed to distribute 25,000 post cards in a local city. And to highlight new product releases, partnerships, and municipal contract acquisitions, we publish press releases to share in the media.</p> <p>National & Business Group Meetings: Rehrig Pacific Company enjoys having special guests at the national sales meetings especially partners and customers. As a vendor on the Sourcewell contract, we would certainly encourage a representative from Sourcewell to attend and to speak to our sales team. These types of meetings help educate our sales team on the benefits of using cooperative purchasing contracts and could also provide Sourcewell with a better understanding of what Rehrig sells and how we approach the market. We also encourage having partners and customers visit our RISE (Rehrig Innovation Showcase Experience) Center in our Dallas plant, where customers and partners have an opportunity to experience the history of the company, take a look at the products, services, and programs we offer as well as get an insight of the future of our business.</p>
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>Rehrig Pacific Company is a proud partner to Salesforce and utilize communication tools such as Pardot to help effectively create marketing e-mail blasts and digital campaigns to reach the targeted audience using tactical messaging. Using their CRM we will reach new sales leads and diligently communicate through the sales funnel process. Each month Rehrig reviews its website and digital platforms' analytics reporting, to do a full analysis of the success of the past month's messages to see if any adjustments are needed in banners, copy, etc. On the Social media front, the past year has been about amplifying our story, products, services, sustainability efforts through unique content including videos, banners, and sell sheets across the LinkedIn platform. Our presence has grown in the digital space where we have grown our network, company followers, increased our monthly impressions, visitors, and best of all engagement on our posts.</p>

34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	We view Sourcewell's role in this partnership as more of a support role rather than a promoting role. We will certainly accept all of the support Sourcewell can offer but the promotion and the execution of this contract will be the responsibility of Rehrig's sales team. Over the past 30-years Rehrig has enjoyed tremendous success in the Municipal Sector having partnered with some of the country's more elite Solid Waste & Recycling operations. During the period Rehrig has been awarded hundreds of municipal contracts to supply cities and counties alike with our automated roll-out carts and ancillary products and services. Rehrig has garnered the respect of the industry and has established outstanding relationships in hundreds of municipalities throughout North America. Our focus as a sales organization is selling our value-added products and services to both the Private and Municipal sectors. With the addition of our Vision software technology, Rehrig sees tremendous growth opportunities within our existing customer base as well as future customers. City and County leaders are hungry for technology (Big Data) that will provide transparency and cost savings within a municipality's operation. Municipal contracts are historically more difficult to secure as many municipalities are required to award contracts through the RFP process. With the Sourcewell cooperative contract, Rehrig's sales team will be able to sell our unique proprietary technology solutions (Vision) to those members who see the value and WANT to avoid the RFP process.
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	EDI is an industry-accepted form of eProcurement, and we regularly receive PO's and send invoices via EDI to a number of our larger customers. We also have customers that leverage services like Ariba and Coupa for which we can selectively publish catalog items for more advanced use cases.

Table 8: Value-Added Attributes

Line Item	Question	Response *
36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>Our industry's automated roll-out carts do not typically require any user training. Municipal Public Works Departments and Sanitation Divisions are well educated in the use of our products. Rehrig's containers include markings on the containers that provide instruction (the Do's and Do not's) in how to operate and handle our containers. Our Sales team is trained to perform any specific product training sessions our customers request.</p> <p>With our Vision Technology products, Rehrig Pacific Company provides training for these products. Our technology products typically involve hardware installation where there is installation training associated with the programs start up. Rehrig also provides training on the software side as well.</p>
37	Describe any technological advances that your proposed products or services offer.	<p>Vison Software: Rehrig Pacific's proprietary Vision Software was designed internally to offer city and county's collection operations greater visibility into their operation. Our various offerings include Work Order + Inventory Management, Service Verification, Visual Verification, Industrial Container Tracking as well as several other applications designed to help cities gain efficiencies and drive out costs in their collection operations.</p> <p>Co-Injection Manufacturing & the Use of PCR: Rehrig Pacific Company has invested heavily into Co-Injection technology. Producing roll out carts using the co-injection process allows Rehrig to utilize recycled material while still maintaining our customer's brand (color). Please see the EnviroCore brochure in the uploaded Documents Section 2. As state and federal legislation continues to demand compliance regarding products made with recycled material, municipalities are requiring that the roll out carts they purchase be made with at least 30% post-consumer plastic (PCR). The PCR material used is typically multi-colored making it virtually impossible for competing manufacturers to produce a cart in a color other than black. With Co-injection, Rehrig Pacific can utilize multi-colored PCR material and still produce the standard color carts (green, blue, brown, yellow, grey, etc). The co-injection process allows us to introduce the PCR material into the mold and then introduce the remaining virgin material and color separately. The result is a roll out cart produced with multi-colored PCR material on the inside (core) and the municipality's choice of color on the outside (skin). (See Co-Injection attachment).</p>

<p>38</p>	<p>Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.</p>	<p>Green Initiatives: For over a century Rehrig Pacific Company has provided containers to various industries, including waste and recycling containers to an array of customers throughout North America. Throughout our history, environmental awareness and sustainability have been cornerstones of our company. Sustainability is our core.</p> <p>In the early 1970's using new grades of recyclable resins and high-pressure molding, Rehrig Pacific began to develop environmentally friendly products. Our containers are manufactured to last, ensuring that quality and length of time used is part of our sustainable promise. We can design and build the right solutions for our customers using a variety of recycled material to meet their needs, while keeping their branding intact. Here is a snapshot of some additional Sustainable initiatives Rehrig Pacific practices.</p> <p>Recyclability: Today, all Rehrig Pacific's waste and recycling products are 100% recyclable. Because they are 100% recyclable Rehrig offers a Buy Back program (included in our pricing proposal) that allows our customers to return their end-of-useful life (Rehrig) containers back to Rehrig for scrap value. Rehrig uses this material in the manufacturing of new products. As a company, Rehrig Pacific uses nearly 60 million pounds of recycled plastic sourced from both post-industrial and post-consumer waste streams. Every Rehrig product made can be recycled into another Rehrig product at the end of its service. Eco-friendly products are not just good for the environment; they are good for business and an integral strategic part of how we operate.</p> <p>Carbon Footprint: Our six (6) manufacturing facilities are strategically located throughout the country, decreasing the distance it takes to transport our products to our customers and reducing the amount of carbon emissions released into the atmosphere. In addition, our efficient design of our carts means we can fit more product per truckload, reducing the number of required shipments for the same overall amount of product. With the industry's greatest capacity (6 locations) we estimate a carbon emissions reduction of 6.6 million pounds (an 86% reduction by comparison) when compared to other cart suppliers who have far greater freight lanes. Rehrig's manufacturing footprint, design innovation, and efficiency in serving every corner of the country means less emissions, less complexity, and a lot more value to the Municipal customer base.</p> <p>Zero Waste Production: Rehrig takes great pride in our effort to create a "waste free environment" in our manufacturing facilities. Our "Zero Waste" Production Processes ensure that all scrap resin, packaging, and byproduct is reused in the manufacturing process. No aspect of our roll out cart production is wasted; as we recirculate cooling water used in our molds and reclaim our hydraulic fluid.</p> <p>Returnable Packing Containers: At our core, Rehrig Pacific Company has been manufacturing returnable, reusable shipping containers since the early 1960's. Companies such as Walmart, Pepsi-Cola, Coca-Cola, Kroger and Anheuser-Busch have been purchasing unique proprietary containers from Rehrig to ship their products to market. These containers are designed to be returned and re-used again, often making hundreds of turns. These products have essentially replaced one-way packaging that often ends up in our country's landfills.</p> <p>Affiliations with TRP and APR: Today Rehrig Pacific Company has partnered with organizations like The Recycling Partnership (TRP) and the Association of Plastics Recyclers (APR). Our partnerships with these two organizations are a commitment by Rehrig Pacific Company to become leaders in the reuse of various recycled materials. This commitment is helping today's struggling recycling industry find a home for recycled material that is no longer accepted in China and is destined for our landfills and oceans. Our investment in our Co-Injection molding process allows Rehrig to purchase and reuse bulky rigid recycled material. Our commitment is to close the loop and help municipalities meet increasing state and federal recycling goals. (See Bulky Rigid Brochure)</p> <p>Ocean Plastics & Bulky Rigid PCR: In partnership with TRP, Rehrig Pacific Company has committed to the reuse of ocean plastics. With our commitment, Rehrig is helping to find a home for bulky rigid material and reduce the amount of plastics from entering our oceans.</p>
<p>39</p>	<p>Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.</p>	<p>N/A. See Zero Waste and other Green initiatives above in Item 38.</p>

40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	Rehrig Pacific can sub-contract out portions of our contracts to MBE/WBE, DVBE companies who are able to obtain certification in the municipalities we service. Because we are a direct manufacturer, we are limited to what we can sub-contract business out to. That said, when possible Rehrig Pacific Company will perform outreach and look to out-source freight to MBW/WBE/DVBE companies.
41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>With the cart industry's largest menu of containers and ancillary products and services offered, Sourcewell members can purchase ALL their container needs, technology needs, and ancillary service needs from ONE VENDOR. As an example, municipalities can purchase roll-out carts, specialized roll out carts for Organics collection, plastic commercial containers, award winning bear-resistant carts, public litter containers, office and apartment recycling bins, and rectangular and round recycling bins ALL FROM ONE SOURCE. In addition, Sourcewell members are also able to purchase Rehrig's proprietary Vision Technology solution without having to source this technology from a 3rd party. Conversely, many competing roll-out cart manufacturers who offer technology are buying 3rd party technology or using off the shelf technology.</p> <p>Rehrig Pacific's Buy Back plan allows Sourcewell members to return their old containers to Rehrig to earn scrap value for their containers at the end of their useful life.</p> <p>Lastly, and most important to Sourcewell members, Rehrig Pacific's infrastructure of twelve (12) sales representatives, seven (7) Account Specialists, and the industry's greatest capacity gives more Sourcewell members the opportunity to take advantage of shorter lead times, shorter freight lanes, freight cost savings, and a more satisfied customer experience without having to purchase their needs from several manufacturers.</p>

Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *
42	Do your warranties cover all products, parts, and labor?	All of Rehrig Pacific products are covered by a warranty. Our Recycling Bins have a 5-year warranty, our PLC's have a 5-year warranty, our Commercial Containers have a 3-year warranty and our Roll-Out Carts have a 10-year warranty. For our Vision Technology, our standard warranty includes a 1-year warranty on the RFID Reader and components with optional purchases for multiple years beyond the first year. Labor for removing the RFID Reader and shipping it back is NOT included. Please see the specifics of our uploaded warranty plans in the Document Section.
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Our warranty coverages do include language that specifically outlines proper usage of our products along with language describing where improper usage voids the warranty. Please see our attached warranty plans for our various products.
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Our sales representatives are responsible for addressing warranty issues with our customers for our core plastic collection containers including recycling bins, commercial containers, public litter containers and our line of automated roll-out carts. These visits are at no cost to the customer. With respect to Rehrig's warranty for our Technology hardware we have a standard warranty. If the technology hardware is broken and under warranty, it would be the responsibility of the customer to remove that unit, ship it back for repair, and re-install when it returns. Labor is not included under warranty for the technology hardware. If a customer determines they require additional onsite service, Rehrig charges \$1500 per day (minimum of 2 days).
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Rehrig Pacific Company does not utilize technicians for our warranties, nor do we perform warranty repairs. If our core plastic containers fall under the warranty period, the customer's Rehrig sales representative is responsible for starting the warranty process. Our sales representatives will, but do not always need to visit the customer's site for warranty inspection. We have protocols in place where our warranty claims can be completed without a visit. We currently handle warranty claims for customers in all 50 states and Canada.
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	All of Rehrig Pacific Company's products warranty plans are covered by Rehrig Pacific including our Commercial Containers and Public Litter Containers.
47	What are your proposed exchange and return programs and policies?	If a product is deemed to be defective our Account Specialists are immediately notified, and a ticket is submitted into our system and is assigned a case. This protocol alerts our Operations Team of the specific problem which helps eliminate similar issues moving forward. The customer is immediately issued a credit for the defective product. Our policy is then to work closely with our customer to quickly determine a production and delivery date to replace the defective product. Rehrig Pacific Company is responsible for the freight on any returned defective products.
48	Describe any service contract options for the items included in your proposal.	N/A

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *
49	What are your payment terms (e.g., net 10, net 30)?	Payment Terms: Net 30 Days
50	Describe any leasing or financing options available for use by educational or governmental entities.	Rehrig Pacific Company offers leasing and financing options through Rehrig Financial Services (RFS). Rehrig has been successful in helping cities with financing our various products, especially during tight budget constraints brought on by the Covid-19 pandemic. Upon request, Rehrig will also work with Sourcewell members 3rd party financing companies.
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell participating entities' purchase orders.	Rehrig Pacific Company implements JD Edwards (JDE) as its Enterprise Resource Planning system. As such, sales orders are submitted into JDE, and Sales Representatives work closely with their Account Specialists in submitting sales orders. Upon submission into JDE, sales order forms are input with a category code that keys the order as a Sourcewell Cooperative purchasing order. For the purposes of reporting sales, quarterly sales reports are generated from JDE by selecting and running the report using the Sourcewell category code. Subsequently, the report is reviewed by the relevant Sales Representatives, Account Specialists, and Sales Managers. Upon review and approval by the relevant parties, the sales report is sent to Sourcewell and, simultaneously, Accounts Payable for processing and payment.
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Rehrig Pacific does accept P-Card but will not offer terms through this process. Payment would be due upon receipt. If the customer requests our terms of Net 30 then they would be required to send a check or wire payment.

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *
53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Rehrig Pacific Company has submitted line item, volume-tiered pricing. Our pricing model is one that is proposing "ceiling pricing" for our products and ancillary services and technology. This price model protects Rehrig Pacific from volatile fluctuations in our raw material (resin) costs. Historically, we have found that municipal orders can vary in size and scope, with some cities needing as few as a hundred containers, to other municipalities who are potentially purchasing thousands and tens of thousands of containers. Our pricing model includes language that would allow a Sourcewell member to work with their Rehrig sales representative for large strategic opportunities. In essence, our pricing is always somewhat negotiable but never higher than the proposed pricing we have submitted in our proposal.
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	N/A. There is no set discount. Rehrig's pricing is volume-tiered based ceiling pricing that leaves the opportunity for municipalities to receive more competitive pricing on larger strategic opportunities.
55	Describe any quantity or volume discounts or rebate programs that you offer.	Pricing is volume-tiered pricing with pricing being "discounted" based on volume. Also, each tiered price is "ceiling pricing".
56	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	N/A. Our pricing includes a pricing tab for spare parts, components and accessories.

57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	All of our Sourcewell pricing is exclusive of freight and applicable sales tax. Freight cost can vary depending on which Rehrig location the product(s) are produced and shipped from. Spare parts components for our products are available and listed on our proposal and are exclusive of freight and applicable sales tax. For our Vision Technology products, Rehrig has submitted pricing for such items as hardware installation, training, set up, and warranty calls.	*
58	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Rehrig Pacific Company makes great efforts to assure that our products are received by our customers in a safe, secure, professional, and timely manner. As we do with all our customers, Rehrig will negotiate the most competitive freight rates for the Sourcewell members. Rehrig Pacific Company works directly with 3rd party logistics companies where our annual volume and long-standing relationships provide Rehrig with very competitive freight rates. Once a customer requests a quotation for our products, Rehrig Pacific's Logistics Manager solicits freight quotes from our list of Rehrig-qualified freight carriers. Based on the quotes received, and considering their availability and price, Rehrig then determines which freight carrier will be chosen. Freight charges are always included in our quotations and will appear on the Sourcewell member's invoices.	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Rehrig uses the same process for Alaska, Hawaii and offshore locations as we use in the contiguous 48 states. The freight carrier base we utilize is also the same. Our freight quotations to these locations include all applicable taxes and tariffs. Our shipments to Hawaii are loaded directly onto the shipping container in which we load. For Alaska, the process is different. Rehrig loads our product onto 53' dry vans and the goods are then delivered to the Port of Seattle and trans-loaded onto an intermodal or ocean container and then a barge for their destination. Here they are then trans-loaded into dry-van trailers for final mile delivery. The freight rate Rehrig quotes include all of these services.	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	As part of our Services product offerings, Rehrig Pacific offers the Assembly & Distribution of our roll-out carts to the Sourcewell member's residences. What is unique to Rehrig is that we perform this service internally using company-employed personnel and equipment to offload, assemble and deliver our residential roll-out carts to the individual residences city-wide. Having this service integrated into our offerings eliminates any setbacks or delays by any sub-contracted 3rd party Assembly & Distribution company. Rehrig is the only roll-out cart manufacturer who offers and manages this service in-house.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
61	b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	The nature of our business is to offer the Municipality the most competitive pricing at the time. Each individual opportunity is viewed based on timing, size and scope. Pricing will vary from opportunity to opportunity because of this. Rehrig Pacific' commitment will be that we offer the same pricing we would offer them under any other cooperative purchasing agreement.

Table 13: Audit and Administrative Fee

Line Item	Question	Response*
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	Rehrig Pacific sales representatives who are working with Sourcewell members who wish to purchase off of the Sourcewell contract will provide a quotation with Sourcewell pricing documented on the quotation. These quotations are stored in Salesforce under the account (Sourcewell member city) and can be made available to Sourcewell upon request. All invoicing for subsequent orders from Sourcewell members will be coded as Sourcewell sales and will be recorded and made available quarterly for Sourcewell.
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Rehrig Pacific Company will agree to pay Sourcewell a two percent (2%) administrative fee on all sales (less freight and applicable taxes) completed and signed through the Sourcewell/Rehrig contract. Administrative fee to be paid quarterly or as frequently as Sourcewell prefers.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response*
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	<p>Rehrig Pacific Company is proposing the industry's most complete menu of plastic containers routinely used within the Solid Waste & Recycling Industry today. In addition, Rehrig Pacific Company is proposing vertically integrated Technology and Service Solutions which were developed to bring visibility to Solid Waste & Recycling collection operations, helping them to gain efficiencies and drive out cost.</p> <p>Recycling Bins</p> <p>Our vast menu of products include various sizes of curbside recycling bins used in manual recycling collection programs. These products include 14 and 18-gallon curbside recycling bins, 25 and 32-gallon Round curbside recycling bins, a 4-gallon Office Paper recycling bin, a 6-gallon Apartment recycling bin and a 2-gallon Food Waste collection bin.</p> <p>Residential Roll-Out Carts for Recycling, Solid Waste, Yard Waste/Organics Collection</p> <p>Our complete line of residential collection containers used in semi-automated and fully-automated collection programs include the commonly preferred sizes of 35-gallon, 65-gallon and 95-gallon roll-out carts. In addition, Rehrig also offers a 18-gallon (65-liter), a 20-gallon (80-liter) and a 100-liter container for Organics collection. Lastly, Rehrig Pacific offers a patented IGBC certified Bear Resistant roll-out cart in 35, 65 and 95-gallon sizes. Rehrig also offers various accessories and styles of gravity locks designed for programs who experience high scavenging rates or simply want to protect the waste stream inside the container. Rehrig's roll-out carts have been the choice of some of the Solid Waste Industry's more elite collection programs including the city of Los Angeles, the city of Seattle, the city of Edmonton, the city of San Diego, and the city of Toronto.</p> <p>Commercial Containers & Public Litter Containers</p> <p>Rehrig Pacific also offers a line of plastic commercial containers used in the collection of commercial waste and recycling. Our Public Litter Containers (PLC's) are also offered and are used for the collection of waste in city parks and downtown areas.</p> <p>Services</p> <p>Rehrig Pacific Company, under our our Field Service Group, offers services related to the Solid Waste Industry. These services are performed internally by Rehrig Pacific employees and include Assembly & Distribution, Container Management, Cart Reclamation/Removal, RFID Retrofitting Services, Route Auditing, Yard Cleanups, Mailers and Mobile Washing.</p> <p>Software Technology</p> <p>Rehrig's proprietary Vision software platform includes several applications to track assets in real time using RFID and GPS. Our Vision technology provides multi-level visibility that helps reduce operating costs, increase sales, and preserve capital. Applications include Work Order + Inventory, Service Verification, and Industrial Container Tracking.</p> <p>Material Buy Back</p> <p>Rehrig Pacific Company provides a buy back program where Rehrig Pacific Company will repurchase Rehrig's containers that have reached the end of their useful life. The repurchase will be at the current rate of scrap high density polyethylene (HDPE) at the time of sale multiplied by the number of pounds of material retrieved from each container minus freight.</p>
65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	<p>In addition to our core plastic container products, Rehrig Pacific offers ancillary products and services related to the Solid Waste & Recycling industry. These products can be categorized as Technology and Services Offerings and are included in our proposed pricing.</p>

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
66	Residential-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rehrig has proposed all of these products.
67	Commercial and institutional-sized refuse and recycling containers, collection bins, dumpsters, and carts of principally non-metallic composition	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rehrig Pacific Company does offer commercial size plastic commercial containers (dumpsters).
68	Lift and tipping solutions for stationary carts and dumpsters	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
69	Technology solutions related to the management of, or planning for, collection of refuse and recycling materials from containers of the type described in RFP Section 1. a - b.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rehrig Pacific is proposing our proprietary Vision Software Solution. Literature attached.

Table 15: Industry Specific Questions

Line Item	Question	Response *
70	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Sales growth within the Municipal sector, and specifically those sales made through the Sourcwell contract is how we will measure success. As previously stated, Rehrig's intentions are to use the Sourcwell agreement in every municipal opportunity we encounter. Our strategy is to continue to be our customer's expert on containers and technology so when the time comes for them to purchase our various offerings, the municipalities will be more motivated to utilize the Sourcwell contract, avoid the RFP process, and receive Rehrig's unique value-added products and ancillary services. All Sourcwell sales will be tracked by individual sales representatives and by region.
71	Describe your organization's approach to the collection, storage, usage, ownership, and rights of customer data that is gathered in the normal course of business.	Data that is required to service a customer is regularly collected by Rehrig Pacific solely for the purpose of executing the business relationship that Rehrig has with that customer. Collected data is retained only for the useful life of the data; extraneous data elements that may be collected during the course of the business relationship that are not necessary for Rehrig to provide services or products is regularly purged from our systems.
72	Explain your organization's approach to data protection and access.	Rehrig Pacific maintains a comprehensive security program in accordance with the NIST Cybersecurity Framework v1.1, which includes published policies on data classification and protection, system access, network security, etc. In support of that program, audits are regularly performed and appropriate security controls have been put in place to log data access, ensure that all access to data is allowed only for employees with a legitimate need to access said data, and otherwise ensure the confidentiality, integrity and availability of all business data.
73	Describe how your offering encourages increased participation in recycling and diversion programs.	Municipalities have been converting their collection operations from manual collection to semi and fully-automated collection since the late 1970's. Plastic roll-out carts have been the essential component to this conversion. Data shows that collection operations have seen an increase in participation and diversion after implementing an automated collection program. Containerizing a collection program is more efficient and more cost effective. Automated collection using plastic roll-out carts is also safer and reduces the number of workman's compensation claims. Our Vision Technology Solution has several applications that municipal collection operations are installing to gain efficiencies in the collection of solid waste, recycling and organics waste.
74	Identify if your offered technology solutions are available through mobile device applications and with what operating systems they are compatible.	Rehrig's Vision Technology is available through mobile device applications using Apple (ios) and Android operating systems.
75	Describe any design and manufacturing processes or materials utilized that contribute to product attributes such as longevity, ease of use, safety, or reduced life cycle costs.	Rehrig Pacific Company is an injection-molder and uses the injection-molding process to manufacture almost all of our products. Five of the six (6) leading manufacturers of roll-out carts use the injection-molding process. You will hear equally compelling rationale behind the injection-molding versus rotational molding processes. In the end, the quality of a roll-out cart is not so much about the manufacturing process but rather more centered around three crucial components; 1) product design, 2) material quality, and 3) manufacturing. For example, a roll-out cart vendor can have a well designed roll-out cart but if there is sub-par material being used, or if there isn't enough of the required UV Stabilizer being used, the cart will fail. Same thing is true for manufacturing, regardless if its a rotationally-molded cart or an injection-molded cart. If the production of the cart is jeopardized in any way, (run too quickly, not cooled long enough, the mold is not filled completely, etc.) the product will fail. That being said there are some important inherent advantages to injection molding. As an injection molder, our molds are designed to include varying geometry in the container's design. Simply, an injection cart mold can have several different wall thicknesses throughout its design. Conversely, a rotationally molded roll-out cart can only have one (or the same) wall thickness throughout the cart. Having the ability to incorporate greater or thicker wall stock in areas of the roll-out cart that sustains greater abuse from the lifting equipment is crucial to the longevity of the cart. The Rehrig cart for example, has greater wall thickness in the bottom and gripping areas by the grab-bar and by the handles where the lids are attached. The rotational molded process only allows for ONE wall thickness, meaning they cannot "beef up" their roll-out cart in places where the roll-out cart experiences the most wear and tear. Injection molders can incorporate more PCR and more types of PCR into their products versus a rotational molder. A rotational molder uses a powder form of resin, making it difficult at best, to incorporate various types of PCR. Lastly, injection molders can produce roll-out carts faster compared to rotational molders. This is crucial to consider when municipalities are looking to purchase large quantities of roll-out carts in a short period of time.

Table 16: Exceptions to Terms, Conditions, or Specifications Form

Line Item 76. NOTICE: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification
	N/A	

Documents**Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
 - [Financial Strength and Stability](#) - Financial Strength and Stability.zip - Tuesday March 02, 2021 11:23:20
 - [Marketing Plan/Samples](#) - Marketing Plan.pdf - Monday March 08, 2021 16:29:34
 - [WMBE/MBE/SBE or Related Certificates](#) - WMBE MBE SBE.zip - Thursday March 11, 2021 17:42:30
 - [Warranty Information](#) - Warranty Information (2).zip - Tuesday March 09, 2021 21:28:05
 - [Pricing](#) - Sourcewell RFP Pricing 4-15-21.zip - Tuesday April 06, 2021 15:30:12
 - [Upload Additional Document](#) - Company & Product Overview Slide Deck.zip - Thursday March 11, 2021 18:39:23

Proposer's Affidavit

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or

3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Jack Weber, National Account Manager- Municipal Sector, Rehrig Pacific Company

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

Yes No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_4_Plastic_Refuse_Recycling_Containers_RFP_041521 Wed March 17 2021 03:40 PM	<input checked="" type="checkbox"/>	1
Addendum_3_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 8 2021 09:41 AM	<input checked="" type="checkbox"/>	1
Addendum_2_Plastic_Refuse_Recycling_Containers_RFP_041521 Fri March 5 2021 04:19 PM	<input checked="" type="checkbox"/>	1
Addendum_1_Plastic_Refuse_Recycling_Containers_RFP_041521 Mon March 1 2021 04:31 PM	<input checked="" type="checkbox"/>	1



20 F Street, 7th Floor
Washington, DC 20001

RECYCLINGPARTNERSHIP.ORG

Residential Curbside Recycling Cart Grant Program Request For Proposals

The Recycling Partnership is a national nonprofit transforming recycling across America. Improved recycling creates jobs, protects the environment, and empowers communities. For more information regarding our programs, staff, and funders, visit: www.recyclingpartnership.org.

Introduction

The purpose of the Residential Curbside Recycling Cart Grant Program is to advance recycling in communities across the United States by offering financial and technical assistance to support the implementation of cart-based curbside recycling. This Request For Proposals (RFP) offers communities the chance to apply for grant funding to support the acquisition of recycling carts with the goal of bringing high quality cart-based curbside recycling service to households across the United States. The Recycling Partnership seeks to expand access to cart based recycling collection by converting bin or bag-based curbside recycling collection programs to cart-based collection, or by supporting the implementation of new curbside recycling programs using cart-based collection.

Grant Program Summary

This grant program summary is provided to help potential applicants gain a quick understanding of this grant program and its broad requirements. Specific program parameters and requirements are explained again in greater detail throughout the body of the RFP document, and applicants should ***carefully read this entire document prior to submitting a proposal.***

Eligibility: Grant funding is available to support publicly sponsored curbside recycling programs. The applicant must be a local government, solid waste authority, or federally recognized tribe. Funding is only available to communities seeking to implement cart-based curbside recycling programs. Grant funding is not available to replace existing carts, to support the purchase of carts for waste or organics collection, or to support the collection of recyclables from businesses, schools, or institutions. The grant program offers funding to support the purchase of recycling carts and to implement recycling education and outreach efforts. Grants are not available for education and outreach alone.

Cart and Collection Frequency Requirements: In order to qualify for grant funding, a community must be seeking to purchase carts that are at least 60+ gallons in volume and must collect curbside recyclables on a weekly or every-other-week basis. If planning to collect every-other-week, then a community must be seeking to purchase carts that are at least 90+ gallons in volume. Carts purchased with Recycling Partnership grant funding must contain a minimum of five percent (5%) residential post-consumer plastic content and should be embedded with a Radio Frequency Identification (RFID) tag.

Education and Outreach Assistance: The Recycling Partnership has developed a tested and proven approach to supporting education and outreach in communities that are implementing cart-based recycling. Grantees must agree to use select elements of The Partnership's campaign materials and must also partner with The Partnership to deploy an outreach campaign during the months prior to the rollout of carts. Required education and outreach activities include a direct-to-resident information card informing citizens about the

availability/impending distribution of recycling carts, a kit of information delivered with the cart, and the use of oops tags or other anti-contamination strategies to reinforce correct recycling behavior after carts have been delivered. Grant funding at the level of \$1 per household is provided to support the implementation of these items.

Funding Availability: Grant funding is available for recycling carts and for public education and outreach. This grant program allows communities to consider different implementation strategies, from providing every household in the jurisdiction with a cart at once, to implementing cart-based collection in phases, or even allowing citizens to opt-in or opt-out out of recycling service. The level of funding available to support the procurement of recycling carts varies based on the implementation strategy selected by the community. The amount of grant funding available for the various strategies is different based on the relative effectiveness of the different strategies when it comes to engaging recycling behavior in the widest number of citizens and diverting recyclable materials from disposal on a community-wide scale. The following table provides a summary of the funding options and grant availability:

Curbside Recycling Cart Implementation Strategy	Per-Cart Grant Funding	Cart Funding Cap	Education and Outreach Funding Cap	Maximum Possible Grant Funding Available
Strategy 1: Universal	\$15	\$750,000	\$75,000	\$825,000
Strategy 2: Phased-in	\$12	\$600,000	\$50,000	\$650,000
Strategy 3: Opt-out	\$10	\$500,000	\$50,000	\$550,000
Strategy 4: Partial	\$8	\$400,000	\$50,000	\$450,000
Strategy 5: Opt-in	\$5	\$250,000	\$50,000	\$300,000

Data and Reporting Requirements: The Partnership’s work is data driven, and applicant must agree to implement a system for tracking waste and recycling data and to report monthly and annual Municipal Solid Waste (MSW) and recycling tonnage data to The Partnership for the periods before, during and after cart implementation.

Grant Making Process: Applications for Residential Curbside Recycling Cart Grants will be accepted on an ongoing basis, and there is no due-date for proposals. When evaluating applications, The Partnership considers how thoroughly an applicant has responded to the required application elements, the potential for a grant project to divert recyclable materials from disposal, the number of households impacted by the project, and which cart implementation strategy the community is pursuing. The Partnership commits to a speedy review of all applications received and will seek to notify applicants of a grant making decision within roughly 90 days of the receipt of a complete application. Grant winners will be asked to enter into a grant contract agreement with The Partnership. Grant contract terms will typically last for at least one year if not longer, and grant proceeds are paid on a reimbursement basis, meaning that grantees must make the initial purchases of grant-related materials and then work with The Partnership to request a reimbursement of funds from grant proceeds.

This concludes the grant program summary. The more detailed Request For Proposals begins on the next page.

Residential Curbside Recycling Cart Grant Program Request For Proposals

Submitting an Application for Grant Funding

Applicants must submit proposals using the [proposal application form](#). No other application format will be accepted. The required proposal format is explained in detail later in this document. Proposals will be accepted on an on-going basis. Any community with questions related to this grant program or that is interested in submitting an application is strongly encouraged to contact Vincent Leray at vleray@recyclingpartnership.org prior to submitting a Residential Curbside Recycling Cart Grant proposal.

Residential Curbside Recycling Grant Program Conditions and Requirements

The following information outlines the requirements and limitations of this grant program. Applicant must meet all requirements in order to be eligible to apply for grant funding.

General Eligibility –

- a. To be eligible for funding an applicant must be a local government entity (e.g. a municipality, county, parish, etc.) or a public solid waste authority/district or a federally recognized tribal government that is geographically located within the territories of the United States of America. There is no minimum community size requirement.
- b. Funding is only available for communities seeking financial assistance to acquire recycling carts for residential curbside recycling programs. Grant funding is not available to replace existing recycling carts. Grant funding is not available to support the purchase of carts for waste or organics recycling collection. Grant funding is not available for commercial, institutional, school, college or university campus recycling programs.
- c. Funding from this grant program is provided for carts and for recycling education and outreach. To be eligible for funding for education, an applicant must also be seeking funding for recycling carts. Applicants cannot apply for education grants alone. For more information on the amount of funding available through this grant program please see the section below titled “Funding Availability and Use of Grant Funds.” For more information on education and outreach requirements please see the “Education and Outreach” section below.

Under select conditions non-profit entities or businesses that do not meet the above general eligibility requirements may still be considered for grant funding to support the purchase of curbside recycling carts. Such entities are encouraged to contact Vincent Leray at vleray@recyclingpartnership.org to explore funding options.

Collection Frequency Requirements - The applicant must provide or intend to provide curbside recycling collection on a weekly or every-other-week basis. A community that plans to collect curbside recycling two (2) times per month, monthly, or on any other frequency is not eligible.

Cart Size and Cart-Related Requirements – The following cart requirements must be met:

- a. Communities offering weekly collection of recyclables are required to provide residents with a cart that is at least 60+ gallons in volume.
- b. Communities offering every other week collection of recyclables are required to provide residents with a cart that is at least 90+ gallons in volume.
- c. Exceptions to Size Requirements: Communities may offer accommodations to households with residents who are not physically able to move standard sized recycling carts to the designated area for collection. In

such cases, smaller carts may be acceptable provided that the community has established clear eligibility criteria for who may recycle using smaller carts and under what conditions.

- d. Recycling carts purchased with Residential Curbside Recycling Cart Grant funding must be manufactured with a minimum of five percent (5%) residential post-consumer recycled plastic content based on the weight of the entire mass of the body, lid and wheels. To qualify as residential post-consumer content, the reclaimed plastic must have been generated by a household and collected for recycling by a curbside or drop-off recycling program. This recycled content requirement cannot be met through the use of post-industrial plastics or plastic sourced from end-of-life carts or bins. The purpose of this requirement is to generate demand for plastics collected by residential recycling programs in the United States, and this requirement has been developed in cooperation with the Association of Plastics Recyclers and a consortium of recycling cart manufacturers. It is understood by The Recycling Partnership that the majority of the primary manufacturers of residential recycling carts serving the North American marketplace can meet this requirement without any impact on cart price, performance or warranty.
- e. Radio Frequency Identification (RFID) tags must be embedded in carts at the time of manufacturing. A successful applicant is not required to purchase RFID reading equipment or to use an RFID tracking or data management system.
- f. The recycling carts must be clearly labelled in a manner to indicate that they are for the collection of recyclables and must be distinct in appearance from carts used for waste collection.
- g. The applicant must provide carts at no cost to residents other than standard solid waste or recycling service taxes or fees. Communities that require residents to purchase carts are not eligible for a grant under this program.

Education and Outreach - The Partnership has developed education and outreach campaign materials to support the roll out of carts in its partner communities. An applicant must agree to use select elements of The Partnership's campaign materials and supporting graphics and must also partner with The Partnership to deploy an outreach campaign during the months prior to the rollout of carts. Key components of The Partnership's approach to education and outreach include a direct-to-resident information card informing citizens about the availability/impending distribution of recycling carts, a kit of information delivered with the cart, and the use of oops tags or other anti-contamination strategies to reinforce correct recycling behavior after carts have been delivered. More information about this requirement is provided in the "Education and Outreach Plan" section of the Required Proposal Format. If your community needs only educational resources, or if your community would like additional information on communications best management practices or educational resources provided by The Partnership, please visit the [Resources](#) section of our website or contact Heath Nettles, Director of Communications, at hnettles@recyclingpartnership.org.

Participation in Municipal Measurement Program - To be eligible to apply for a Residential Curbside Recycling Cart Grant from The Recycling Partnership, a potential applicant must establish an account with the Municipal Measurement Program (MMP) prior to submitting an application for funding. The MMP is an assessment and planning tool that delivers insights and actionable recommendations to public recycling programs. Applicants that are awarded grant funding will also be required to complete the "About Your Municipality" and "Curbside Assessment" sections of the MMP before a grant contract is finalized. Grantees are further strongly encouraged to maintain active reporting in the MMP system during the grant contract period and must commit to reporting in the MMP system for five (5) years afterwards.

Reporting in the MMP system is free, and reporting involves entering annual tonnage data and answering questions about waste and recycling programs and services through a web-based analytical tool. For more

information about the Municipal Measurement Program please visit this web site: <https://recyclesearch.com/profile/mmp>, and to create an MMP account click [here](#).

Measurement Plan - An applicant must agree to implement a system for tracking waste and recycling data and to report monthly Municipal Solid Waste (MSW) and recycling tonnage data to The Partnership for the periods before, during and after cart implementation.

Funding Recognition - An applicant must be willing to use The Partnership logo on education materials that have been funded with grant proceeds and to make mutually-agreeable acknowledgments indicating the project was partially funded by a grant from The Partnership. An example of logo usage is available upon request.

Technical Assistance - An applicant must be willing work with The Partnership to receive technical support and assistance to ensure adoption of best management practices for its public curbside recycling program. For more information regarding these practices, visit our [Guide To Implementing A Cart-Based Recycling Program](#).

Funding Availability and Use of Grant Funds

Grant funding is available through the Residential Curbside Recycling Cart Grant Program to support the purchase of recycling carts and materials for public education and outreach. To be eligible for funding for education, an applicant must also be seeking funding for recycling carts. The level of funding available to support the procurement of recycling carts varies based on the implementation strategy selected by the community. Grant funding for carts must be used to secure recycling carts to implement a new cart-based curbside recycling collection program, to expand access to cart-based recycling within a community, or to transition from an open bin or bag-based curbside recycling collection system to a cart-based collection system.

Grant funds cannot be used for staff costs, land or building purchases, truck procurement, MRF upgrades, or for purposes other than cart procurement and for recycling education and outreach. Funding cannot be used for commercial, institutional, school or organic food scrap collection programs. If your community has critical need for funding for other infrastructure besides recycling carts to enable the implementation of cart-based curbside recycling then please contact Vincent Leray at vlaray@recyclingpartnership.org to discuss further.

Funding for Cart Implementation Strategies - This grant program allows for communities to use a variety of approaches to implement curbside recycling with carts. The amount of funding available for the various strategies is based on the relative effectiveness of the strategy when it comes to engaging recycling behavior in the widest number of citizens and diverting recyclable materials from disposal on a community-wide scale. The Recycling Partnership's goal and preference is that every household that is eligible for curbside recycling services should automatically be provided a cart for recycling, making access to recycling collection as easy as access as to waste collection. The availability of funding for strategies that do not immediately accomplish the goal of providing a cart to every household is an acknowledgement of the challenges that communities face when making decisions about the provision of curbside recycling services. As applicants engage with The Partnership about the implementation of the strategies below, The Partnership may seek to explore with the applicant community whether an option that would provide carts to more households is achievable. When submitting an application for funding, the applicant must indicate which strategy they intend to adopt as part of their application.

- **Strategy 1: Universal / Automatic Distribution of Carts** – communities that intend to automatically provide a recycling cart to every residential household that is eligible for garbage service have access to grant funding at the level of \$15.00 per cart up to \$750,000.

- Strategy 2: Phased in Transition to Universal Distribution of Carts – communities that intend to automatically provide a recycling cart to every residential household that is eligible for garbage service by distributing carts to regions or zones of the community in phases until all eligible households in the applicant’s jurisdiction have received a recycling cart have access to grant funding at the level of \$12.00 per cart up to \$600,000.

In order to qualify for this level of cart funding, a community must have a plan to complete the distribution of carts to the entire community so that curbside recycling is universally available within four (4) years. Cart distribution in this scenario must take place in phases or route by route until the entire community has been carted. Please include a brief description of the plan to distribute carts as part of the application.

- Strategy 3: Opt-out Distribution of Carts - communities that intend to distribute recycling carts to every residential household that has not specifically opted to forgo receiving a recycling cart through a pre-determined process have access to grant funding at the level of \$10.00 per cart up to \$500,000.
- Strategy 4: Partial Distribution of Carts in Zones or Districts - communities that intend to distribute recycling carts automatically to every residential household that is eligible for garbage service in a predetermined portion or district of their community without a plan to distribute carts to the remainder of the community have access to grant funding at the level of \$8.00 per cart up to \$400,000.

In order to qualify for this level of cart funding, a community must describe in their application the strategy / approach for selecting which portion of their community will be offered the opportunity to recycle with carts and must ensure that the strategy adopted does not disproportionately disenfranchise or discriminate against community populations on the basis color or of socioeconomic status. After successful implementation of a grant project receiving funding of this strategy, communities will be eligible to reapply one time for a future grant with the maximum value of any future grant for carts capped at \$200,000.

- Strategy 5: Opt-in Distribution of Carts - communities that intend to distribute recycling carts only to those residential households that have acted to opt-in or otherwise subscribe for curbside recycling service have access to grant funding at the level of \$5.00 per cart up to \$250,000.

In order to qualify for this level of cart funding, a community must agree to widely promote the option to opt-in to receive a recycling cart, and the applicant must also agree to implement a system to track which households have opted-in so that the community may later decide to distribute carts to the households that had not previously opted-in without the need to conduct a community audit to determine which households have been assigned carts. The community must ensure that the strategy adopted does not disproportionately disenfranchise or discriminate against community populations on the basis color or of socioeconomic status. Communities awarded a grant for funding of an opt-in strategy will not be eligible to reapply future grants to support the purchase of additional recycling carts.

Funding for Recycling Education and Outreach – This grant program offers access to funding and technical assistance to support recycling education and outreach activities. Funding to support community outreach expenditures is offered at the level of \$1.00 for each household that is served by the curbside recycling program, with different maximum funding levels available depending on which of the above described strategies a community chooses when implementing recycling with carts.

- Successful applicants seeking grant funding for Strategy 1 as listed above will also be eligible to receive funding for education and outreach at a rate of \$1.00 per household up to \$75,000.

- Successful applicants seeking grant funding for Strategies 2 through 5 as listed above will also be eligible to receive funding for education and outreach at a rate of \$1.00 per household up to \$50,000. In addition, communities choosing to pursue these implementation strategies will also be subject to additional conditions as explained in Education and Outreach Plan section of the Required Proposal Format.

As an example of how education and outreach grant funding works, a community with a curbside recycling program that serves 15,000 households is eligible to receive \$1 per household to support recycling education and outreach activities, or a total grant of \$15,000.

Summary of Funding Options and Maximum Grants Available

Implementation Strategy	Per-Cart Grant Funding	Cart Funding Cap	Education and Outreach Funding Cap	Maximum Possible Grant Funding Available
Strategy 1: Universal	\$15	\$750,000	\$75,000	\$825,000
Strategy 2: Phased-in	\$12	\$600,000	\$50,000	\$650,000
Strategy 3: Opt-out	\$10	\$500,000	\$50,000	\$550,000
Strategy 4: Partial	\$8	\$400,000	\$50,000	\$450,000
Strategy 5: Opt-in	\$5	\$250,000	\$50,000	\$300,000

Community Funding / Cash Match - There is no requirement that communities provide a minimum cash match in order to secure grant funding under the Residential Curbside Recycling Cart Grant Program. The Partnership acknowledges that the cost to implement recycling with carts is substantially greater than the funding that this grant program provides, and any expenditures beyond the grant amount will be the responsibility of the applicant. Communities shall indicate their anticipated financial contribution to the cost of implementing the project by completing the budget section of the application form.

Applicants are encouraged to seek grant funding to support the implementation of recycling with carts from other sources including state operated recycling grant programs. To the extent allowable by other grant programs, applicants are encouraged to use funding from The Partnership’s Residential Curbside Recycling Cart Grant Program to help them satisfy matching requirements in order to secure additional grant funding from other sources.

In-kind Assistance to Grantees

In addition to grant funding, The Recycling Partnership offers substantial non-cash assistance to successful grant applicants including Partnership staff time and in-kind services with an estimated combined value of \$125,000. In-kind resources made available to grantees include:

- Access to Recycling Partnership outreach campaign materials, artwork, and images for deployment in grantee communities; and
- Dedicated support and technical assistance from Partnership staff for recycling program development and implementation.

Grant Application Process and Proposal Submittal

There is no due date for grant applications. Applications will be accepted on an ongoing basis for as long as funding is available. Applicants are strongly encouraged to submit applications at least ninety (90) days prior to intended project implementation, though it is preferred that interested communities apply at least six (6) months prior to intended implementation of recycling with carts.

A proposal for grant funding including the application form and the required letters of support must be submitted via email to Vincent Leray at vlaray@recyclingpartnership.org. Each applicant will be notified by The Partnership upon the receipt of their proposal. Applicants may include an optional cover letter with their application should they wish to provide The Partnership with additional information or to address issues not raised in the application form.

Grant Review and Selection Process

The Partnership intends to award funding for Residential Curbside Recycling Cart Grants on a rolling basis. Each application received by The Partnership will be reviewed and applicants will be notified by The Partnership within forty-five (45) days following the end of the month in which an application is received whether its application is denied or subject to further review (“Second Round Review”). While the initial review is taking place, The Partnership may contact applicants in order to request follow-up information and/or seek clarifications. Within ninety (90) days following the end of the month in which an application is received by The Partnership, each application that has transitioned to Second Round Review will be further assessed and applicants will be notified by The Partnership whether the application was denied or has been approved to receive grant funding.

Applicants selected to receive grant funding will then receive an award letter and The Partnership will initiate the development of a grant agreement. Grant funds will be allocated by The Partnership to successful applicants as determined by The Partnership in its sole and absolute discretion. Final grant awards will be determined by The Partnership at its sole and absolute discretion.

As The Partnership evaluates applications, the key grant selection criteria will include:

- An assessment of the applicant’s ability as demonstrated through their application to successfully implement the project including all of the required elements of this grant program;
- The anticipated new tonnage of recyclable materials that will be captured as a result of the proposed recycling program improvement;
- The number of households slated to receive the improved/expanded or new curbside recycling services and the overall strategy the community is choosing to adopt for the implementation of cart-based recycling; and
- An applicant’s ability to leverage additional financial resources to support the project, including local, state, or other non-profit funding.

Application Revisions: The Partnership may work with an applicant to adjust and revise the project details before entering into a final grant agreement. Any changes to the project as described in the initial proposal must be jointly agreed upon by The Partnership and the applicant, and elements of the revised grant proposal will be incorporated into the grant agreement between The Partnership and the applicant.

Anticipated Grant Project Start Date and Grant Period

Successful applicants will be required to enter into a grant contract agreement with The Recycling Partnership. Resultant grant contracts will generally have a term that is at least one year in length, with the actual term to be based on when cart-based recycling will be initiated. The goal is to have the contract term extend at least twelve (12) months beyond the date that cart-based recycling collection is implemented to accommodate a full year for measurement of project impacts. It is possible that applicants seeking funding for a phased-in transition to universal distribution of carts (Strategy 2) may be offered multi-year contract agreements. Adjustments may be made to actual project start dates and contract periods by mutual agreement between The Partnership and grant recipients. Each grantee must expend funds and submit a final report within the grant contract period

unless the term of the grant is extended by written agreement of the grantee and The Partnership. Requests for contract extensions should be submitted by the grantee at least sixty (60) days prior to the grant contract end date.

Disbursement of Grant Funds

Distribution of grant funds will be on a reimbursement basis, and payment of funds will take place within thirty (30) days of receiving a properly prepared invoice and required documentation of expenditure from a grantee. Unless otherwise agreed, total grant distributions from The Partnership will not exceed ninety percent (90%) of reimbursable costs until the submittal of a final project report by the grantee. The remaining ten percent (10%) of grant funding shall be paid upon final report submittal. Funds not expended by the end of the grant contract term will be forfeited and any unused funds must be returned to The Partnership. Any project related expenses made prior to the start of the grant period will not be reimbursed.

Required Proposal Format

Applicants must submit their proposal using the [proposal application form](#). No other application format will be accepted.

The following information outlines the mandatory components of an application for grant funding. Please complete the proposal application form to answer the questions below; the form correlates to each of the following sections. ***The application form must be used; no other application format will be accepted. Incomplete applications may be denied.***

Section 1. Letters of Support: Each applicant is required to include at least three letters of support for its planned implementation of the grant project as follows:

- Letter of support from the highest elected/appointed official in the community (e.g. County Commissioner, Mayor, Executive Director, City Manager, etc.) - the purpose of requiring a letter from the highest elected or appointed official is to ensure that community leadership is aware of and supports the grant project.
- Letter of support from the Materials Recovery Facility (MRF) responsible for handling community recyclables - the purpose of the letter from the MRF operator is to ensure that the MRF has the capacity to receive the additional materials that might be generated as a result of the project. It is also hoped that engagement with the MRF will allow the community the opportunity to discuss acceptable materials and determine whether the MRF is willing to assist in measuring and reporting on program tonnage and contamination data.
- Letter of support from the state recycling office where the community is located - the purpose of requiring a letter from the state recycling office is to ensure that the community has a relationship with their state recycling officials. It is also hoped that contact with state officials will provide the community with the opportunity to determine whether state grant funding might be available to support the project.

All letters of support should be submitted with the proposal application as separate attachments. Applicants may also submit a cover letter with their application. Cover letters can be used to provide background information about the community and / or to address issues that are not raised in or addressed by the application form. Please indicate in Section 1 of the application form whether you will be submitting a cover letter with your application.

Section 2. Key Contacts: Each applicant is required to provide its key contacts, including:

- Project Director: Provide the name, phone number, email address, and mailing address of the Project Director that will oversee the grant including the roll out of the recycling carts. The project director should

be the main point of contact for the grant project and responsible for daily operations of the recycling program. Follow-up communication about the grant application will be directed to the Project Director unless otherwise established between The Partnership and the applicant.

- **Highest Elected Official:** Provide the name, phone number, email address and mailing address of the applicant's highest ranking official.
- **Material Processor:** Provide the name and location of the recycling processor that is anticipated to receive the recyclable materials generated as a result of the project along with contact information for the processor.
- **Hauler:** Provide the name of the hauler(s) utilized by the applicant if material is not collected by the applicant using public staff.

Section 3. Municipal Measurement Program: The Recycling Partnership requires that Residential Curbside Recycling Cart Grant applicants establish an account with the Municipal Measurement Program (MMP) prior to submitting an application for funding. More information about this requirement is provided in the section of this document titled "Residential Curbside Recycling Grant Program Conditions and Requirements." Applicants should indicate in Section 3 of the Application Form that they have established an MMP account and provide the name of the applicant's representative who created the account on behalf of the applicant. This individual is referred to in the MMP system as the "Municipal Representative."

Section 4. Cart Implementation Strategy: This section of the proposal should provide the background that reviewers need in order to understand an applicant's recycling program including information on current and planned recycling efforts. Information on the current curbside recycling program should be submitted in section 4.1, and information on the planned program after the distribution of recycling carts should be submitted in section 4.2. If there is not a current curbside recycling program, then leave section 4.1 blank. If the applicant represents multiple communities, each community included in the recycling program improvements should be listed. The information provided should include a brief description of current curbside collection system (section 4.1, if applicable) as well as a description of the planned implementation of curbside recycling using carts (section 4.2). As part of describing the current curbside recycling program, please use the classifications shown in Appendix A to describe how households currently gain access to recycling services. As part of describing the planned improvement, be sure to indicate which cart implementation strategy the community intends to pursue (see section titled "Funding for Cart Implementation Strategies" for a list of options). Applicants seeking funding for Strategy 2 (phased-in distribution) and Strategy 4 (partial distribution) will be required to provide additional information (see section titled "Funding for Cart Implementation Strategies" for more information). Each applicant with an existing curbside recycling program must provide the most recent full year of curbside recycling tonnage data and the number of households served by the program in section 4.1.

Section 5. Cart Requirements: Applicants are required to purchase recycling carts that include a minimum of five percent (5%) residential post-consumer plastics content based on the weight of the entire mass of the body, lid and wheels. More information about this requirement is provided in the section of this document titled Cart Size and Cart-Related Requirements. Applicants should indicate in Section 5 of the Application Form that they understand this requirement and intend to purchase carts that fulfill this requirement. Applicants are asked to indicate the intended manufacturer of recycling carts if known. Note that communities are free to select the cart manufacturer of their choice, and indication of a specific cart manufacturer in the application form does not obligate the community to purchase carts from the indicated manufacturer.

Section 6. Education and Outreach Plan and Commitment to Best Practices: Each applicant must include a brief description of the planned education and outreach program and should also acknowledge the applicant's commitment to best practice level education and outreach.

When planning for education and outreach, please consider that at a minimum The Partnership requires three (3) educational components be utilized in support of the implementation of cart-based recycling, including:

- A mailer/post card sent in advance to each household that will receive a cart informing residents that carts will be arriving;
- A kit of information (cart packet) delivered with the cart, which includes an acceptable materials postcard/magnet/sticker, an introductory card, service calendar, etc.; and
- "Oops" tags or other anti-contamination strategies to reinforce correct recycling behavior must be implemented into collection protocols immediately upon cart delivery.

As stipulated in the section titled "In-kind Assistance to Grantees," The Partnership will provide technical and design assistance to help develop and deploy these required educational components.

As applicants prepare their budget (see Section 7 below), they should consider that The Partnership requires that grant funds be used toward the procurement of the above key outreach components. Grantee expenditures at a minimum are likely to include printing and postage. To support an effective campaign, The Partnership further recommends that a successful grantee select at least one (1) additional awareness communication component, such as billboards, digital ads, festival/event kit, truck signage, etc., to complement the required outreach components.

Applicants seeking funding for cart implementation strategy 3 (opt-out) and strategy 5 (opt-in) will be subjected to additional education and outreach requirements as follows:

- Strategy 3: Opt-out Distribution of Carts – if a community is implementing cart-based recycling using an opt-out strategy then it is required that the community collaborate with The Partnership to implement a promotional strategy to actively encourage participation in the recycling program with the goal of minimizing the number of households that opt-out of receiving a recycling cart.
- Strategy 5: Opt-in Distribution of Carts – if a community is implementing cart-based recycling using an opt-in strategy then it is required that the community collaborate with The Partnership to implement a promotional strategy to actively encourage participation in the recycling program with the goal of maximizing the number of households that opt-in to receiving a recycling cart.

Finally, The Partnership requires each successful applicant to update its website(s) to communicate the basics of the cart roll out. The cost to procure these required education and outreach items will likely exceed The Partnership's education grant amount, and any necessary local funds should be considered in the applicant's budget.

Section 7. Budget: In this section of the application please provide information on how the public recycling program is / will be funded. Use the text boxes in the budget section to outline the current and proposed cost structure for recycling services and to describe project funding for cart purchase and deployment. Budget information should also be provided for projected recycling education and outreach expenditures. Be sure to include any anticipated funding that will come from sources other than local and/or Partnership grant funding. If the applicant anticipates making other investments that are needed to support the implementation of cart-based curbside recycling services such as the purchase of trucks or the construction or upgrading of a Materials

Recovery Facility, then please highlight the amount of funding allocated for these investments in the Project Budget table.

Section 8. Timeline: The Partnership seeks “shovel ready” projects that can be fully implemented within approximately eighteen (18) months of signing a grant agreement for a project. Please fill out the timeline in the application form by indicating the anticipated implementation dates for the key milestones listed, adding additional milestones as necessary. If a project includes a phased-in distribution of carts over a period of several years (cart implementation strategy 2), then longer time periods will be allowed for the project to be fully implemented. Applicants pursuing strategy 2 should complete the timeline in the application form with a focus on the activities that will take place during the first year of the project and submit a projected timeline for activities anticipated to occur in the subsequent years of the project as a separate attachment.

Section 9. Measurement Activities and Planning: The Partnership is grounded in measuring and reporting results. In support of this, applicants must indicate their willingness and ability to measure waste and recycling tonnages, curbside recycling program set-out rates, and contamination rates. Applicants are also asked to commit to long term reporting and to indicate their interest in participating in study activities. See below for more detail on measurement expectations.

- **Tonnage Data:** Successful applicants must be willing to provide monthly curbside recycling and waste collection program tonnage data for at least twelve (12) months after carts are fully delivered and should describe how this data will be collected. Recycling data must be specific to the curbside recycling program only, covering solely the specific households that receive curbside recycling collection (do not include separate drop-off or commercial recycling tonnage or any tonnage from a separate multi-family recycling program). In addition to providing data following the implementation of cart-based collection, applicants must also commit to providing twelve months of baseline waste and recycling collection data for the year prior to the program change (one year of monthly waste and recycling data). For applicants with current curbside recycling programs, tonnage data for collection prior to the implementation of cart-based recycling is particularly important.
- **Set-out and Participation Data:** Each proposal should demonstrate a commitment to measurement of program participation through the collection of set-out data including a description of how set-out data will be gathered. Applicants should also indicate whether they intend to adopt a system to measure participation utilizing the capabilities associated with RFID tags embedded in the recycling carts at the time of manufacture.
- **Contamination Data:** Applicants are asked to provide data about contamination rates before (if applicable) and after implementation of curbside recycling using carts. To support the commitment towards measuring contamination, the letter of support from the servicing MRF operator should indicate the MRF’s willingness to assist in measuring and reporting contamination data.
- **Long Term Reporting:** The Partnership seeks to track the long-term impacts of the work conducted with grantees by securing access to grantee recycling program metrics and data for five years following the project implementation. Grantees are asked to commit to reporting annually in the Municipal Measurement Program (MMP) System for five (5) years following the implementation of the grant project. Reporting in the MMP system is free and reporting involves entering annual tonnage data and answering questions about waste and recycling programs and services through a web-based analytical tool one time per year for the five years.
- **Optional Participation in Measurement Study:** Finally, The Partnership seeks community partners interested in the possibility of working jointly to conduct a study to examine and measure the impact of implementing recycling with carts through a before and after analysis of curbside waste and recycling composition. The Partnership is open to exploring the possibility of collaboration with communities to design and conduct

such a study, including potential cost-sharing. While not a factor in proposal review, applicants should indicate on the application form if this is something that the applicant community would like to explore further.

Section 10. Processing and Hauling Capacity: The Partnership seeks proposals from applicants where the processing infrastructure is capable of receiving and successfully managing materials generated by the recycling program. Describe current MRF capacity and recent MRF investments, if applicable, for the facility serving the applicant community. The MRF's letter of support should explicitly acknowledge the capacity / ability to accept the materials anticipated to be generated by the grant project. If a contracted hauler is used to collect materials, please confirm that the hauler will be able to accommodate the switch to an automated or semi-automated cart-based collection system.

Section 11. Growing Material Mix: Utilizing the table in the application form the applicant should list the materials currently collected via the existing residential curbside recycling program (if applicable) and should also indicate any anticipated material expansion or changes (if any). Applicants should check off the materials currently accepted by the curbside recycling program (if any), materials intended to be added, and provide any additional information that is relevant.

Section 12. Existing Partnerships: Describe all partnerships that serve to advance waste reduction and recycling in the applicant community. Examples of partnerships could be with the processor (MRF Operator), the local solid waste authority, state recycling organization or office, and/or recycling companies that will materially contribute to project success. Detail any affiliations with a larger regional group(s) that could help to amplify grant funds from The Partnership in your community. If this is a joint application submitted by two or more government entities, detail the partnership envisioned between the entities.

Section 13. Supportive Best Practices: Each proposal must describe existing or planned supporting policies and/or best practices that serve to advance recycling in the applicant community. Examples include mandatory recycling, disposal bans, unit-based pricing for waste collection, etc.

Definitions

Bag (or Blue Bag): Referring to containers used for bag-based curbside recycling collection. A Bag is a container made of flexible material, generally flexible plastic film, that is used by residents to collect and contain household recyclables and place materials at the street for curbside recycling collection service. A typical bag-based curbside recycling program requires residents to prepare materials for service by placing them in a translucent plastic bag that is blue in color (thus, these programs maybe known as Blue Bag recycling programs). Service of a Bag/Blue Bag is performed manually, requiring the collector to bend, pick up the bag, and carry it to the collection vehicle in order to perform recycling collection service. Processing of recyclables collected in a bag-based curbside recycling program requires that materials must be removed from the bag in order to be sorted into commodities.

Bin (or Recycling Bin): An open container, typically constructed of plastic and measuring 12 to 18 gallons in volume, that is used by residents to collect household recyclables and place materials at the street for curbside recycling collection service. Service of a Bin/Recycling Bin is performed manually, requiring the collector to bend, pick up the container, and carry it to the collection vehicle in order to perform recycling collection service.

Cart: Plastic recycling cart with wheels and lid. Also referred to as roll carts, barrels, or containers.

Contamination: Refers to material that residents include in their recycling collection that is not accepted or targeted by a curbside recycling program, thus ultimately ending up needing to be discarded by the materials processor.

Participation Rate: The number of homes that put recycling out to be collected at least once during a monthly period. This is analyzed by actually observing specific addresses over a month-long period and counting each time they recycle. To calculate this rate, take the number of addresses that have recycled at least once per month and divide that by the total addresses observed. For an observation of a two-week period, if one hundred (100) homes are observed and forty (40) recycle one week and forty (40) completely different homes recycle the next week, that is an eighty percent (80%) participation rate.

Residential Post-Consumer Material: A material that was purchased, consumed, and disposed of solely by a residential household in their role as end-user of a product or package which has been used for its intended purpose and subsequently collected for recycling by a curbside or drop-off recycling program.

Set-Out Rate: The number of homes with recycling placed curbside at any given route day relative to the number of homes on the route. This is calculated by counting the number of homes with recycling out and dividing that number by the total number of homes on a route. For example, if there are 100 homes on a route and 40 homes have recycling out, the set-out rate is forty percent (40%).

Single-Family Residence: Typically, this term is defined as a detached home or multi-dwelling property of up to four (4) units. However, it should be noted that some communities define a “single-family residence” to include multi-dwelling properties of up to a dozen (12) units. If this is the case for your community, please note whether or not these properties will be a part of the cart transition campaign and the number of units that will be impacted by the transition.

Appendix A - Classifications for Homes to Participate in Curbside Recycling Services

In Section 4.1 of the application for grant funding, communities are asked to describe how residents become eligible to participate in curbside recycling services. The following descriptions describe the choices that applicants may select from when indicating how households within their community currently engage with curbside recycling services.

Comprehensive/Automatic Service: A comprehensive system where curbside recycling service is automatically provided to every single-family residence in the community and is paid for through general taxes or fees. In this system, participation by any household is voluntary, though it is not possible to opt-out or avoid payment of the fee or tax that funds the service. A cart is delivered to every home; the resident is assigned a recycling day and on which he or she has the opportunity to take the cart out at the curb for collection. The actual collection service may be conducted by public staff or through a private hauler contracted by the community, with the local government being billed for the recycling service and acting as a single-payer for service at all covered properties.

Comprehensive Opt-In: The curbside recycling service is available to every single-family residence in the community (thus paid for through general taxes or fees), but the resident must specifically contact the local government or private hauler to set up service and/or purchase a cart to start receiving the service. If a resident does not request the service, he or she still pays for the program through general taxes or fees. This can be provided through a public or private hauler.

Public Opt-In: A curbside recycling service established by a local government where residents must specifically contact their local government to set up service and receive a recycling cart. The resident then pays the local government directly for service through a publicly-established and administered fee or tax. Residents who do not contact the local government and opt-in do not receive recycling service and they do not have to pay the fees or taxes associated with the service.

Public Opt-Out: A curbside recycling service established by a local government that is available to every single-family residence in the community and is typically paid for through a utility-style fee. Each resident receives a recycling cart and collection service unless he or she contacts the local government and DECLINES service or cart and is therefore not subject to the fee.

Subscription Service: The approach is a free-market system, where haulers provide service to customers upon request, financing the service through direct charges to the customers. The sub-categories of subscription service include:

- **Private Opt-In:** Resident must specifically contact the private hauler to set up service and receive a recycling cart. The resident then pays the private hauler directly for service. Those residents that do not contact a private hauler do not receive recycling service or pay for the program through taxes or fees.
- **Universal Private Subscription:** Residents are automatically provided with a recycling cart without having to opt in or contact their garbage hauler to add the service. A local government may require garbage haulers to provide automatic recycling service as a condition of receiving a franchise or license. Subscribers may pay a separate fee for the automatic service or the recycling service may be embedded in an overall combined trash fee. Either way, residents must pay the hauler directly for the service and the pricing does not change whether or not they participate in the recycling program.



David R. Taylor
Acting Finance Director

Department of Finance

City of West Haven
355 Main Street
West Haven, Connecticut 06516



City Hall
1896-1968

April 11, 2024

Municipal Accountability Review Board
450 Capitol Avenue
Hartford, CT 06106

Honorable Members:

With 8 months passed, the city is 67% through the fiscal year.

We are tracking favorability in investment income and Building/Planning and Zoning fees and expect some savings in debt service due to the delay in bonding. I project the additional revenue/savings from these items to approach \$3M. I further expect to find an additional \$1M savings in Expenditures and the projection for FY 24 is currently a surplus of \$4M.

Revenue received year-to-date, \$141.9, is 82% of budget.

Current Property Taxes have been 95% received, as expected.

State funding received to-date is on target (57%).

We continue to manage funds on hand to maximize investment income with \$88.3M in the CT State pooled investment account as of the end of February. Investment income is at 134% of plan at \$1.7M vs \$1.3M. This is mostly driven by the rate of return as cash balances are in line with the plan. FY 23 and WHHS Bonds closed on February 15, so our balances are up month-to-month and income will rise on principal balance for the next few months. Downward pressures on the cash balance include Washington School Rebuild, and ARPA projects.

Planning and Development / Building Permits continue to generate revenue ahead of the plan rate, now at 101% of the budget. There are new projects along the beach front, the Boston Post Road, and in the Saw Mill Parkway corridor including restaurants, multi-use facilities, and condominiums.

Other revenue lines are net on target.

Expenditures year-to-date for the city, \$52.3M, are 62% of budget.

Telephone: 203-937-3627

E-Mail: dtaylor@westhaven-ct.gov

Open positions, largely in Finance and Public Safety, are generally funding the overtime in those departments. Financial Services and Risk Management are running over due to substitution of contract help for some open positions.

Overtime in IT was generally due to upgrades that required the team to work overtime in second and third shifts to avoid a break in connectivity and city services.

Planned contingencies will fund all the above.

Unfilled positions in many departments are causing some savings YTD. The mayor has made filling these positions that are critical to the efficient running of the city a priority for her administration. We are currently in the interview and hiring phase and have added several new employees to critical positions thus far.

Sewer results are on target to plan with 95% of sewer fees collected and total expenses incurred are currently 63% of budget. The Sewer fund is expected to finish on plan for the year.

AFD is projected to surplus at \$0.8M. I expect to request an additional appropriation to further fund the Pension at the end of the year. 98% of property tax is collected. MRSA – Motor Vehicles came in over plan. Expenses incurred are currently 51% of the budget.

Sincerely,

David Taylor
Acting Finance Director
City of West Haven, Connecticut

Cc: Mayor Dorinda Borer

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
101 GENERAL FUND							
10112542 CITY CLERK LICENSES							
10112542 42150 ANML LICEN	-6,000	-6,000	-3,908.00	-86.00	.00	-2,092.00	65.1%
10112542 42160 MARRGE LIC	-10,000	-10,000	-16,700.00	-800.00	.00	6,700.00	167.0%
10112542 42170 SPORT LICN	-250	-250	-102.00	68.00	.00	-148.00	40.8%
TOTAL CITY CLERK LICENSES	-16,250	-16,250	-20,710.00	-818.00	.00	4,460.00	127.4%
10112546 CITY CLERK MISC CHARGES							
10112546 46940 RCRDNG FEE	-1,555,000	-1,555,000	-856,229.48	-71,870.87	.00	-698,770.52	55.1%
TOTAL CITY CLERK MISC CHARGES	-1,555,000	-1,555,000	-856,229.48	-71,870.87	.00	-698,770.52	55.1%
10119042 PLANNING/DEVELOP LICENSES							
10119042 42210 BLDG PRMTS	-1,100,000	-1,100,000	-1,119,320.64	-64,678.26	.00	19,320.64	101.8%
10119042 42220 ELEC PRMTS	-190,000	-190,000	-203,629.88	-11,972.00	.00	13,629.88	107.2%
10119042 42230 EXCV PRMTS	-6,000	-6,000	-11,905.00	-7,065.00	.00	5,905.00	198.4%
10119042 42240 PLBG & HTG	-91,000	-91,000	-83,649.50	-5,927.00	.00	-7,350.50	91.9%
10119042 42250 ZON PERMITS	-103,000	-103,000	-78,740.50	-10,290.00	.00	-24,259.50	76.4%
TOTAL PLANNING/DEVELOP LICENSES	-1,490,000	-1,490,000	-1,497,245.52	-99,932.26	.00	7,245.52	100.5%
10120044 TREASURERS INVESTMENT INCOME							
10120044 44100 INV INCOME	-1,258,000	-1,258,000	-1,691,043.18	-268,261.90	.00	433,043.18	134.4%
10120044 44210 CITYFACRNT	-28,000	-28,000	-12,250.00	.00	.00	-15,750.00	43.8%
TOTAL TREASURERS INVESTMENT INCOM	-1,286,000	-1,286,000	-1,703,293.18	-268,261.90	.00	417,293.18	132.4%
10120045 STATE GRANTS							
10120045 45211 ECS GRANT	-45,140,487	-45,140,487	-19,871,666.00	.00	.00	-25,268,821.00	44.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10120045 45219 HEALTH SER	-73,000	-73,000	-46,291.00	.00	.00	-26,709.00	63.4%
10120045 45231 PILOT-C&H	-8,756,669	-8,756,669	-8,974,220.49	.00	.00	217,551.49	102.5%
10120045 45233 REVENU SHR	-147,516	-147,516	-1,405,218.84	.00	.00	1,257,702.84	952.6%
10120045 45234 PTR-ELD/DS	-672,795	-672,795	-672,794.73	.00	.00	-27	100.0%
10120045 45235 PEQUOT GRT	-807,097	-807,097	-269,032.33	.00	.00	-538,064.67	33.3%
10120045 45236 PTR-TOT DS	-4,600	-4,600	-3,778.60	.00	.00	-821.40	82.1%
10120045 45238 PTR-VETRNS	-110,000	-110,000	-100,508.55	.00	.00	-9,491.45	91.4%
10120045 45248 TWN AID RD	-621,029	-621,029	-618,802.00	.00	.00	-2,227.00	99.6%
10120045 45290 STATE MISC	-165,000	-165,000	-112,255.35	.00	.00	-52,744.65	68.0%
10120045 45310 PHONE ACCS	-79,000	-79,000	.00	.00	.00	-79,000.00	.0%
10120045 45340 SCCRWA	-285,000	-285,000	-288,754.52	.00	.00	3,754.52	101.3%
TOTAL STATE GRANTS	-56,862,193	-56,862,193	-32,363,322.41	.00	.00	-24,498,870.59	56.9%
10120046 MISCELLANEOUS CHARGES							
10120046 46950 MISC PW	-2,100	-2,100	.00	.00	.00	-2,100.00	.0%
10120046 46952 MISC-GEN'L	-50,000	-50,000	-107,351.48	-3,003.00	.00	57,351.48	214.7%
10120046 46956 MISC PARKS	-71,000	-71,000	-94,099.85	-4,890.00	.00	23,099.85	132.5%
TOTAL MISCELLANEOUS CHARGES	-123,100	-123,100	-201,451.33	-7,893.00	.00	78,351.33	163.6%
10120047 MISCELLANEOUS REVENUE							
10120047 43300 PARK METER	-300,000	-300,000	-159,633.76	.00	.00	-140,366.24	53.2%
10120047 47200 SALE PROP	-250,000	-250,000	-15,000.00	.00	.00	-235,000.00	6.0%
10120047 47350 PILOT-HOUS	-148,000	-148,000	-170,643.35	.00	.00	22,643.35	115.3%
10120047 47360 SWR COLLECT	-55,166	-55,166	.00	.00	.00	-55,166.00	.0%
10120047 47380 INS REIMB	-4,000	-4,000	.00	.00	.00	-4,000.00	.0%
10120047 47800 yale contr	-506,000	-506,000	-526,523.25	.00	.00	20,523.25	104.1%
10120047 47900 MISCELLANE	-65,000	-65,000	-16,802.70	-2,644.00	.00	-48,197.30	25.9%
10120047 47904 QUG/YL PRK	-43,603	-43,603	-29,068.64	-3,633.58	.00	-14,534.36	66.7%
TOTAL MISCELLANEOUS REVENUE	-1,371,769	-1,371,769	-917,671.70	-6,277.58	.00	-454,097.30	66.9%
10120048 OPERATING TRANSFERS IN							
10120048 48300 RESDL EQTY	-200,000	-200,000	.00	.00	.00	-200,000.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10120048 48500 TRANS-SEWR	-309,425	-309,425	.00	.00	.00	-309,425.00	.0%
TOTAL OPERATING TRANSFERS IN	-509,425	-509,425	.00	.00	.00	-509,425.00	.0%
10124041 PROPERTY TAXES							
10124041 41100 CURR PROPT	-106,622,316	-106,622,316	-101,398,412.53	-3,614,577.38	.00	-5,223,903.47	95.1%
10124041 41101 MV SUPPLMN	-1,300,000	-1,300,000	-769,371.00	-164,426.35	.00	-530,629.00	59.2%
10124041 41200 PY TAXES	-500,000	-500,000	-875,408.56	-77,999.94	.00	375,408.56	175.1%
10124041 41300 SUSP TAXES	-150,000	-150,000	-118,694.30	-24,295.41	.00	-31,305.70	79.1%
10124041 41610 INT-CURRNT	-500,000	-500,000	-193,323.83	-56,873.77	.00	-306,676.17	38.7%
10124041 41620 INT-PY TAX	-308,000	-308,000	-174,367.20	-23,739.72	.00	-133,632.80	56.6%
10124041 41630 INT-SUSPNS	-158,000	-158,000	-131,845.47	-53,344.61	.00	-26,154.53	83.4%
TOTAL PROPERTY TAXES	-109,538,316	-109,538,316	-103,661,422.89	-4,015,257.18	.00	-5,876,893.11	94.6%
10124043 FINES AND PENALTIES							
10124043 43200 TAX FINES	-60,000	-60,000	-51,424.55	-9,071.20	.00	-8,575.45	85.7%
10124043 43250 CODE VIOL	-9,000	-9,000	-1,352.00	.00	.00	-7,648.00	15.0%
TOTAL FINES AND PENALTIES	-69,000	-69,000	-52,776.55	-9,071.20	.00	-16,223.45	76.5%
10130047 MISC-OTHER AGENCIES							
10130047 47310 ERS - FD	-806,000	-806,000	-480,551.01	-76,520.37	.00	-325,448.99	59.6%
TOTAL MISC-OTHER AGENCIES	-806,000	-806,000	-480,551.01	-76,520.37	.00	-325,448.99	59.6%
10131042 LICENSES							
10131042 42110 BEVRG LICN	-1,000	-1,000	-666.00	-80.00	.00	-334.00	66.6%
10131042 42130 PD LICENSE	-27,000	-27,000	-16,175.00	-1,440.00	.00	-10,825.00	59.9%
TOTAL LICENSES	-28,000	-28,000	-16,841.00	-1,520.00	.00	-11,159.00	60.1%
10131043 PARKING TAGS							
10131043 43100 PRKING TAG	-100,000	-100,000	-34,494.28	-9,790.18	.00	-65,505.72	34.5%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL PARKING TAGS	-100,000	-100,000	-34,494.28	-9,790.18	.00	-65,505.72	34.5%
10131046 POLICE SERVICE CHARGES							
10131046 46710 PD CHARGES	-12,900	-12,900	-7,606.12	-1,124.00	.00	-5,293.88	59.0%
TOTAL POLICE SERVICE CHARGES	-12,900	-12,900	-7,606.12	-1,124.00	.00	-5,293.88	59.0%
10132042 MISCELLANEOUS FEES							
10132042 42910 CTY CLERK	-6,500	-6,500	-3,311.00	-424.00	.00	-3,189.00	50.9%
10132042 42920 DOG RELEAS	-1,000	-1,000	-2,564.00	750.00	.00	1,564.00	256.4%
TOTAL MISCELLANEOUS FEES	-7,500	-7,500	-5,875.00	326.00	.00	-1,625.00	78.3%
10140046 MISCELLANEOUS CHARGES							
10140046 46953 OTHER-PW	-13,000	-13,000	-8,002.00	-111.00	.00	-4,998.00	61.6%
TOTAL MISCELLANEOUS CHARGES	-13,000	-13,000	-8,002.00	-111.00	.00	-4,998.00	61.6%
10145047 MISC-OTHER AGENCIES							
10145047 47340 ORG RECYCL	-10,600	-10,600	-8,745.00	-520.00	.00	-1,855.00	82.5%
TOTAL MISC-OTHER AGENCIES	-10,600	-10,600	-8,745.00	-520.00	.00	-1,855.00	82.5%
10153042 LICENSES							
10153042 42120 HEALTH LIC	-105,000	-105,000	-104,709.58	-1,060.40	.00	-290.42	99.7%
TOTAL LICENSES	-105,000	-105,000	-104,709.58	-1,060.40	.00	-290.42	99.7%
TOTAL GENERAL FUND	-173,904,053	-173,904,053	-141,940,947.05	-4,569,701.94	.00	-31,963,105.95	81.6%
TOTAL REVENUES	-173,904,053	-173,904,053	-141,940,947.05	-4,569,701.94	.00	-31,963,105.95	
GRAND TOTAL	-173,904,053	-173,904,053	-141,940,947.05	-4,569,701.94	.00	-31,963,105.95	81.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
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** END OF REPORT - Generated by David Taylor **

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101 GENERAL FUND							
11000010 CITY COUNCIL							
11000010 51000 REG WAGES	40,989	40,989	24,437.43	.00	.00	16,551.57	59.6%
11000010 51010 CLRK COUNC	10,300	10,300	6,841.64	858.33	.00	3,458.36	66.4%
11000010 51350 PT ELECTED	32,700	32,700	18,836.53	2,518.99	.00	13,863.47	57.6%
11000010 51500 OVERTIME	0	0	1,189.06	.00	.00	-1,189.06	100.0%
11000010 52250 ADVRTISING	4,000	4,000	1,576.74	159.45	2,178.20	245.06	93.9%
11000010 52510 MAINT SERV	4,000	4,000	5,520.64	.00	.00	-1,520.64	138.0%
11000010 52770 OTHER SERV	6,000	6,000	5,975.98	1,345.00	.00	24.02	99.6%
11000010 54331 MISC. EXP	600	600	.00	.00	840.00	-240.00	140.0%
TOTAL CITY COUNCIL	98,589	98,589	64,378.02	4,881.77	3,018.20	31,192.78	68.4%
11050010 MAYOR							
11050010 51000 REG WAGES	258,806	258,806	119,855.86	19,086.60	.00	138,950.14	46.3%
11050010 51300 P/T WAGES	20,000	20,000	19,058.93	4,165.00	.00	941.07	95.3%
11050010 52220 OUT. PRINT	1,000	1,000	.00	.00	.00	1,000.00	.0%
11050010 52320 SUBSCRIPT.	175	175	119.76	.00	.00	55.24	68.4%
11050010 52330 TRAINING	300	300	.00	.00	.00	300.00	.0%
11050010 52350 TRAVEL EXP	1,000	1,000	.00	.00	.00	1,000.00	.0%
11050010 52360 BUSNSS EXP	4,750	4,750	1,187.42	.00	.00	3,562.58	25.0%
11050010 52370 COUN. GOVT	18,900	18,900	23,200.00	.00	.00	-4,300.00	122.8%
11050010 52390 CCM	36,160	36,160	36,160.00	.00	.00	.00	100.0%
11050010 52397 US COM	7,000	7,000	5,269.00	.00	.00	1,731.00	75.3%
11050010 53110 OFF. SUPPL	0	0	3.02	.00	.00	-3.02	100.0%
11050010 53490 OTHR SUPPL	2,100	2,100	1,681.82	1,231.82	.00	418.18	80.1%
TOTAL MAYOR	350,191	350,191	206,535.81	24,483.42	.00	143,655.19	59.0%
11100010 CORPORATION COUNSEL							
11100010 51000 REG WAGES	405,626	405,626	190,231.62	21,369.35	.00	215,394.38	46.9%
11100010 51300 P/T WAGES	10,000	10,000	7,150.00	.00	.00	2,850.00	71.5%
11100010 51500 OVERTIME	0	0	160.80	.00	.00	-160.80	100.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11100010 52310 CONV & DUE	1,000	1,000	340.00	.00	215.00	445.00	55.5%
11100010 52430 LEGAL SERV	250,000	250,000	238,843.25	5,309.14	61,300.00	-50,143.25	120.1%
11100010 52480 OPROF SERV	25,000	25,000	3,749.50	-61,808.26	15,866.38	5,384.12	78.5%
11100010 52490 TAX FORECL	37,000	37,000	35,200.13	1,252.50	690.00	1,109.87	97.0%
11100010 53110 OFF. SUPPL	3,500	3,500	1,961.49	1,817.89	1,495.48	43.03	98.8%
11100010 53140 LIBR SUPPL	12,000	12,000	11,872.05	561.80	7,150.50	-7,022.55	158.5%
11100010 55180 SOFTWARE	2,500	2,500	1,038.57	1,038.57	.00	1,461.43	41.5%
TOTAL CORPORATION COUNSEL	746,626	746,626	490,547.41	-30,459.01	86,717.36	169,361.23	77.3%
11150010 PERSONNEL DEPARTMENT							
11150010 51000 REG WAGES	435,862	435,862	190,444.67	14,182.20	.00	245,417.33	43.7%
11150010 51500 OVERTIME	6,000	6,000	1,413.22	289.43	.00	4,586.78	23.6%
11150010 52250 ADVERTISING	3,000	3,000	.00	.00	.00	3,000.00	.0%
11150010 52260 OTH PRINTG	500	500	.00	.00	.00	500.00	.0%
11150010 52310 CONV & DUE	1,500	1,500	.00	.00	.00	1,500.00	.0%
11150010 52330 TRAINING	3,000	3,000	750.00	.00	.00	2,250.00	25.0%
11150010 52480 OPROF SERV	0	0	13,282.50	13,282.50	.00	-13,282.50	100.0%
11150010 52830 OTHR EXAMS	8,300	8,300	5,896.00	120.00	1,005.00	1,399.00	83.1%
TOTAL PERSONNEL DEPARTMENT	458,162	458,162	211,786.39	27,874.13	1,005.00	245,370.61	46.4%
11209910 TELEPHONE ADMINISTRATION							
11209910 52150 TELEPHONE	285,644	285,644	201,204.78	35,000.71	70,021.51	14,417.71	95.0%
TOTAL TELEPHONE ADMINISTRATION	285,644	285,644	201,204.78	35,000.71	70,021.51	14,417.71	95.0%
11250010 CITY CLERK							
11250010 51000 REG WAGES	255,075	255,075	165,147.63	19,867.33	.00	89,927.37	64.7%
11250010 51500 OVERTIME	2,000	2,000	757.05	.00	.00	1,242.95	37.9%
11250010 52250 ADVERTISING	1,500	1,500	661.40	.00	.00	838.60	44.1%
11250010 52290 ELECT DAY	20,000	20,000	19,190.46	6,720.52	.00	809.54	96.0%
11250010 52310 CONV & DUE	900	900	275.00	275.00	.00	625.00	30.6%
11250010 52330 TRAINING	500	500	120.00	120.00	.00	380.00	24.0%
11250010 52425 ARCHIVING	50,000	50,000	51,470.30	.00	.00	-1,470.30	102.9%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11250010 52480 OPROF SERV	20,000	20,000	19,894.35	6,945.38	1.00	104.65	99.5%
11250010 52520 EQUIP REPR	3,900	3,900	753.38	380.90	.00	3,146.62	19.3%
11250010 52750 FEES&CHRG	1,200	1,200	.00	.00	.00	1,200.00	.0%
11250010 52770 OTHER SERV	76,000	76,000	28,592.55	16,118.28	3,175.19	44,232.26	41.8%
11250010 53590 DOG LICENS	100	100	.00	.00	.00	100.00	.0%
TOTAL CITY CLERK	431,175	431,175	286,862.12	50,427.41	3,176.19	141,136.69	67.3%
11300010 REGISTRAR OF VOTERS							
11300010 51000 REG WAGES	52,424	52,424	35,674.73	4,642.75	.00	16,749.27	68.1%
11300010 51020 DEP REGSTR	11,200	11,200	6,800.00	850.00	.00	4,400.00	60.7%
11300010 51350 PT ELECTED	33,000	33,000	22,300.00	2,750.00	.00	10,700.00	67.6%
11300010 51400 TEMP PAYRL	47,440	47,440	44,176.09	.00	.00	3,263.91	93.1%
11300010 51500 OVERTIME	5,443	5,443	.00	.00	.00	5,443.00	.0%
11300010 52010 POSTAGE	12,000	12,000	12,013.35	.00	.00	-13.35	100.1%
11300010 52310 CONV & DUE	3,030	3,030	916.11	.00	.00	2,113.89	30.2%
11300010 52330 TRAINING	600	600	60.00	.00	.00	540.00	10.0%
11300010 52580 EQUIP MAIN	6,500	6,500	6,500.00	.00	.00	.00	100.0%
11300010 53130 OTHR SUPPL	702	702	655.12	.00	577.74	-530.86	175.6%
11300010 55600 VOTG MACH	6,765	6,765	4,318.00	.00	2,103.40	343.60	94.9%
TOTAL REGISTRAR OF VOTERS	179,104	179,104	133,413.40	8,242.75	2,681.14	43,009.46	76.0%
11650010 PROBATE COURT							
11650010 52640 OFF EQPREN	3,700	3,700	2,235.49	158.12	.00	1,464.51	60.4%
11650010 53110 OFF. SUPPL	3,700	3,700	.00	.00	.00	3,700.00	.0%
11650010 55190 OTHR EQUIP	2,258	2,258	1,929.58	545.58	.00	328.42	85.5%
TOTAL PROBATE COURT	9,658	9,658	4,165.07	703.70	.00	5,492.93	43.1%
11900010 PLANNING & DEVELOPMENT							
11900010 51000 REG WAGES	270,625	270,625	138,232.87	16,345.44	.00	132,392.13	51.1%
11900010 51500 OVERTIME	2,500	2,500	974.26	6.68	.00	1,525.74	39.0%
11900010 52210 PRINTING	200	200	100.00	.00	.00	100.00	50.0%
11900010 52250 ADVERTISING	55,000	55,000	20,648.50	5,488.72	6,678.38	27,673.12	49.7%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11900010 52280 MAP PRINT.	300	300	300.00	.00	.00	.00	100.0%
11900010 52310 CONV & DUE	4,000	4,000	166.82	.00	.00	3,833.18	4.2%
11900010 52382 ENGCSV P&D	20,000	20,000	.00	.00	.00	20,000.00	.0%
11900010 52385 ECODEV CON	100,000	100,000	.00	.00	.00	100,000.00	.0%
11900010 52395 REG'L GRTH	18,200	18,200	.00	.00	.00	18,200.00	.0%
11900010 52425 ARCHIVING	10,000	10,000	3,244.62	.00	6,489.24	266.14	97.3%
11900010 52475 PUBHRNG SE	10,000	10,000	2,400.00	500.00	1,425.00	6,175.00	38.3%
11900010 52520 EQUIP REPR	250	250	.00	.00	117.00	133.00	46.8%
11900010 56400 PROP.MANG.	25,000	25,000	4,500.00	.00	4,341.00	16,159.00	35.4%
TOTAL PLANNING & DEVELOPMENT	516,075	516,075	170,567.07	22,340.84	19,050.62	326,457.31	36.7%
11900012 GRANTS ADMINISTRATION							
11900012 51000 REG WAGES	271,234	271,234	94,466.05	12,494.31	.00	176,767.95	34.8%
11900012 51500 OVERTIME	10,000	10,000	401.23	30.58	.00	9,598.77	4.0%
11900012 56210 CONS SERV	0	0	4,185.40	257.08	5,814.60	-10,000.00	100.0%
TOTAL GRANTS ADMINISTRATION	281,234	281,234	99,052.68	12,781.97	5,814.60	176,366.72	37.3%
11900013 BUILDING DEPARTMENT							
11900013 51000 REG WAGES	537,216	537,216	289,091.79	36,052.80	.00	248,124.21	53.8%
11900013 51500 OVERTIME	7,500	7,500	15,109.18	2,114.47	.00	-7,609.18	201.5%
11900013 52310 CONV & DUE	6,000	6,000	1,727.50	.00	.00	4,272.50	28.8%
11900013 52360 BUSNSS EXP	2,000	2,000	1,050.00	.00	770.00	180.00	91.0%
11900013 52425 ARCHIVING	5,000	5,000	1,201.26	.00	.00	3,798.74	24.0%
11900013 52440 ENG SERVS	900	900	.00	.00	.00	900.00	.0%
11900013 52520 EQUIP REPR	500	500	.00	.00	.00	500.00	.0%
11900013 52590 DEMO BLDGS	9,000	9,000	.00	.00	.00	9,000.00	.0%
11900013 55190 OTHR EQUIP	500	500	105.24	.00	.00	394.76	21.0%
TOTAL BUILDING DEPARTMENT	568,616	568,616	308,284.97	38,167.27	770.00	259,561.03	54.4%
12000010 TREASURER							
12000010 51350 PT ELECTED	7,600	7,600	5,066.64	633.33	.00	2,533.36	66.7%
TOTAL TREASURER	7,600	7,600	5,066.64	633.33	.00	2,533.36	66.7%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12100010 COMPTROLLER							
12100010 51000 REG WAGES	868,622	868,622	429,450.94	52,637.92	.00	439,171.06	49.4%
12100010 51500 OVERTIME	4,500	4,500	51,676.09	8,053.54	.00	-47,176.09	1148.4%
12100010 52310 CONV & DUE	200	200	.00	.00	.00	200.00	.0%
12100010 52420 FIN SERV.	250,000	250,000	412,406.33	98,812.53	225,921.62	-388,327.95	255.3%
12100010 52570 OTHER REP	10,000	10,000	.00	.00	.00	10,000.00	.0%
TOTAL COMPTROLLER	1,133,322	1,133,322	893,533.36	159,503.99	225,921.62	13,867.02	98.8%
12100020 PURCHASING DEPARTMENT							
12100020 51000 REG WAGES	201,454	201,454	53,001.33	.00	.00	148,452.67	26.3%
12100020 51500 OVERTIME	0	0	1,008.14	.00	.00	-1,008.14	100.0%
12100020 52210 PRINTING	0	0	85.00	.00	140.00	-225.00	100.0%
12100020 52250 ADVRTISING	13,000	13,000	4,045.29	619.93	3,259.67	5,695.04	56.2%
12100020 53110 OFF. SUPPL	50,000	50,000	29,204.99	13,966.22	15,825.56	4,969.45	90.1%
12100020 53115 OFF SUP P	25,000	25,000	17,724.00	5,318.11	2,276.00	5,000.00	80.0%
12100020 55190 OTHR EQUIP	0	0	106.31	.00	.00	-106.31	100.0%
TOTAL PURCHASING DEPARTMENT	289,454	289,454	105,175.06	19,904.26	21,501.23	162,777.71	43.8%
12200022 DATA PROCESSING DEPARTMENT							
12200022 51000 REG WAGES	308,392	308,392	151,168.44	20,164.20	.00	157,223.56	49.0%
12200022 51500 OVERTIME	10,000	10,000	18,528.87	1,120.62	.00	-8,528.87	185.3%
12200022 52330 TRAINING	10,000	10,000	9,872.59	.00	.00	127.41	98.7%
12200022 52460 DATA PROC.	6,000	6,000	.00	.00	.00	6,000.00	.0%
12200022 52510 MAINT SERV	354,881	354,881	265,897.08	11,252.90	11,159.16	77,824.76	78.1%
12200022 52570 OTHER REP	70,000	70,000	44,361.40	25,256.02	1.00	25,637.60	63.4%
12200022 52660 SOFTWR LIC	8,000	8,000	1,599.53	770.00	32.00	6,368.47	20.4%
12200022 53120 DP SUPPLS	5,000	5,000	.00	.00	24.99	4,975.01	.5%
12200022 55170 OTHR DP EQ	10,000	10,000	7,479.87	4,610.37	.00	2,520.13	74.8%
TOTAL DATA PROCESSING DEPARTMENT	782,273	782,273	498,907.78	63,174.11	11,217.15	272,148.07	65.2%
12200023 CENTRAL SERVICES							
12200023 52010 POSTAGE	52,000	52,000	35,237.65	7,429.51	2,758.39	14,003.96	73.1%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12200023 52570 OTHER REP	2,100	2,100	.00	.00	.00	2,100.00	.0%
12200023 52670 COPIER REN	50,000	50,000	48,386.93	6,062.46	8,806.68	-7,193.61	114.4%
12200023 53490 OTHR SUPPL	10,000	10,000	1,425.94	1,425.94	98.00	8,476.06	15.2%
12200023 53495 COFFEE&WTR	5,000	5,000	2,288.49	2,288.49	2,711.51	.00	100.0%
12200023 55190 OTHR EQUIP	30,000	30,000	4,690.86	.00	6,454.87	18,854.27	37.2%
12200023 55640 SAFE EQUIP	1,800	1,800	.00	.00	.00	1,800.00	.0%
TOTAL CENTRAL SERVICES	150,900	150,900	92,029.87	17,206.40	20,829.45	38,040.68	74.8%
12300010 ASSESSMENT							
12300010 51000 REG WAGES	470,185	470,185	301,021.27	38,465.01	.00	169,163.73	64.0%
12300010 51500 OVERTIME	4,000	4,000	3,368.96	21.92	.00	631.04	84.2%
12300010 52210 PRINTING	8,194	8,194	4,172.00	.00	320.25	3,701.75	54.8%
12300010 52280 MAP PRINT.	6,000	6,000	385.00	385.00	.00	5,615.00	6.4%
12300010 52310 CONV & DUE	600	600	600.00	320.00	65.00	-65.00	110.8%
12300010 52330 TRAINING	4,275	4,275	.00	.00	.00	4,275.00	.0%
12300010 52480 OPROF SERV	1,000	1,000	855.40	360.00	105.00	39.60	96.0%
TOTAL ASSESSMENT	494,254	494,254	310,402.63	39,551.93	490.25	183,361.12	62.9%
12300025 BOARD OF TAX APPEALS							
12300025 51500 OVERTIME	600	600	351.87	.00	.00	248.13	58.6%
12300025 52760 STIPENDS	3,000	3,000	.00	.00	3,000.00	.00	100.0%
TOTAL BOARD OF TAX APPEALS	3,600	3,600	351.87	.00	3,000.00	248.13	93.1%
12400010 TAX COLLECTOR							
12400010 51000 REG WAGES	414,131	414,131	254,249.60	31,511.35	.00	159,881.40	61.4%
12400010 51500 OVERTIME	1,600	1,600	1,373.92	228.57	.00	226.08	85.9%
12400010 52020 TAX BILLS	45,000	45,000	12,019.21	.00	32,080.79	900.00	98.0%
12400010 52210 PRINTING	14,500	14,500	3,223.27	.00	10,455.48	821.25	94.3%
12400010 52250 ADVRTISING	2,200	2,200	1,644.66	632.36	.00	555.34	74.8%
12400010 52310 CONV & DUE	1,050	1,050	593.00	330.00	.00	457.00	56.5%
12400010 52330 TRAINING	600	600	600.00	.00	.00	.00	100.0%
12400010 52420 FIN SERV.	9,000	9,000	3,929.59	.00	4,070.41	1,000.00	88.9%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12400010 52520 EQUIP REPR	220	220	97.00	.00	.00	123.00	44.1%
12400010 54260 BAD CHECKS	50	50	.00	.00	.00	50.00	.0%
12400010 56995 DMV EXPEND	500	500	.00	.00	.00	500.00	.0%
TOTAL TAX COLLECTOR	488,851	488,851	277,730.25	32,702.28	46,606.68	164,514.07	66.3%
13000010 EMERGENCY REPORT SYSTEM DEPT.							
13000010 51000 REG WAGES	1,002,023	1,002,023	600,232.65	62,536.34	.00	401,790.35	59.9%
13000010 51400 TEMP PAYRL	23,712	23,712	.00	.00	.00	23,712.00	.0%
13000010 51500 OVERTIME	266,162	266,162	297,914.15	33,755.78	.00	-31,752.15	111.9%
13000010 51700 LONGEVITY	6,740	6,740	6,030.00	.00	.00	710.00	89.5%
13000010 51800 TERML PAY	30,148	30,148	.00	.00	.00	30,148.00	.0%
13000010 52150 TELEPHONE	26,000	26,000	12,370.32	194.32	11,457.96	2,171.72	91.6%
13000010 52510 MAINT SERV	254,851	254,851	188,283.72	.00	10,868.70	55,698.58	78.1%
13000010 53110 OFF. SUPPL	5,570	5,570	1,852.24	173.70	416.29	3,301.47	40.7%
13000010 54110 HEALTH INS	298,118	298,118	.00	.00	.00	298,118.00	.0%
13000010 54130 FICA-ERS	86,851	86,851	67,576.55	7,318.58	.00	19,274.45	77.8%
13000010 54140 PENS-CITY	85,375	85,375	56,359.02	6,322.86	.00	29,015.98	66.0%
13000010 55180 SOFTWARE	12,958	12,958	539.50	.00	228.65	12,189.85	5.9%
13000010 55190 OTHR EQUIP	13,800	13,800	4,679.75	.00	92.65	9,027.60	34.6%
TOTAL EMERGENCY REPORT SYSTEM DEP	2,112,308	2,112,308	1,235,837.90	110,301.58	23,064.25	853,405.85	59.6%
13100010 POLICE DEPARTMENT ADMIN.							
13100010 51000 REG WAGES	268,976	268,976	174,428.87	21,786.23	.00	94,547.13	64.8%
13100010 51530 VAC BUY BK	35,000	35,000	31,148.64	.00	.00	3,851.36	89.0%
13100010 51700 LONGEVITY	28,000	28,000	10,450.88	2,651.52	.00	17,549.12	37.3%
13100010 52110 ELECTRICIT	76,000	76,000	23,058.34	3,518.92	.00	52,941.66	30.3%
13100010 52150 TELEPHONE	230,000	230,000	91,594.63	19,159.08	27,970.86	110,434.51	52.0%
13100010 52220 OUT. PRINT	2,600	2,600	918.37	.00	789.50	892.13	65.7%
13100010 52255 MIN RECRUT	8,000	8,000	3,247.89	747.89	1,900.00	2,852.11	64.3%
13100010 52260 OTH PRINTG	500	500	232.41	.00	2,785.36	-2,517.77	603.6%
13100010 52310 CONV & DUE	2,200	2,200	1,675.00	.00	.00	525.00	76.1%
13100010 52450 MED SERV.	27,500	27,500	14,978.22	5,544.70	7,374.93	5,146.85	81.3%
13100010 52630 VEH RENTAL	24,000	24,000	21,468.83	4,525.00	2,250.00	281.17	98.8%
13100010 52640 OFF EQPREN	50,000	50,000	32,328.38	3,905.58	8,076.83	9,594.79	80.8%
13100010 52650 OTHER RENT	24,000	24,000	16,633.84	4,158.46	4,158.46	3,207.70	86.6%
13100010 52660 SOFTWR LIC	10,140	10,140	.00	.00	.00	10,140.00	.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13100010 52730 BRD PRISNR	3,000	3,000	2,639.85	617.10	970.61	-610.46	120.3%
13100010 52770 OTHER SERV	145,000	145,000	171,122.16	23,646.80	11,769.50	-37,891.66	126.1%
13100010 52780 UNFRMS-FT	3,500	3,500	2,728.00	.00	523.00	249.00	92.9%
13100010 52820 PSYCH TEST	12,000	12,000	11,832.00	.00	168.00	.00	100.0%
13100010 52830 OTHR EXAMS	7,000	7,000	5,627.00	2,502.00	1,005.00	368.00	94.7%
13100010 53130 OTHR SUPPL	14,000	14,000	6,630.36	1,320.75	1,905.25	5,464.39	61.0%
13100010 53210 UNLEADED	200,000	200,000	146,259.98	17,075.43	.00	53,740.02	73.1%
13100010 54320 PAYM OUTSD	12,000	12,000	.00	.00	.00	12,000.00	.0%
13100010 55650 SWAT EQUIP	10,000	10,000	5,004.05	.00	.00	4,995.95	50.0%
13100010 56180 EDUC REIMB	23,000	23,000	8,498.80	3,750.00	.00	14,501.20	37.0%
TOTAL POLICE DEPARTMENT ADMIN.	1,216,416	1,216,416	782,506.50	114,909.46	71,647.30	362,262.20	70.2%
13100030 OPERATIONS							
13100030 51000 REG WAGES	9,418,526	9,418,526	5,595,574.82	673,757.00	.00	3,822,951.18	59.4%
13100030 51500 OVERTIME	300,000	300,000	628,059.46	124,446.24	.00	-328,059.46	209.4%
13100030 51520 PD MANPOWR	1,500,000	1,500,000	1,410,826.22	113,927.78	.00	89,173.78	94.1%
13100030 51530 VAC BUY BK	406,100	406,100	304,312.64	38,007.92	.00	101,787.36	74.9%
13100030 51540 PD EXTRA	200,000	200,000	232,205.84	29,011.44	.00	-32,205.84	116.1%
13100030 51610 SH DIFF UN	115,000	115,000	43,315.67	3,327.40	.00	71,684.33	37.7%
13100030 51700 LONGEVITY	520,000	520,000	247,196.26	23,847.12	.00	272,803.74	47.5%
13100030 51800 SEPAR. PAY	250,000	250,000	121,735.40	.00	.00	128,264.60	48.7%
13100030 51801 WC PAY	250,000	250,000	38,483.75	3,630.40	.00	211,516.25	15.4%
13100030 52360 BUSNSS EXP	7,100	7,100	13,850.00	2,110.00	.00	-6,750.00	195.1%
13100030 52780 UNFRMS-FT	180,000	180,000	182,207.45	7,926.95	7,017.00	-9,224.45	105.1%
13100030 53520 PD CONSUM	25,000	25,000	6,272.00	.00	.00	18,728.00	25.1%
TOTAL OPERATIONS	13,171,726	13,171,726	8,824,039.51	1,019,992.25	7,017.00	4,340,669.49	67.0%
13100031 POLICE DEPARTMENT SUPPORT							
13100031 51000 REG WAGES	513,907	513,907	335,675.96	41,270.11	.00	178,231.04	65.3%
13100031 51300 P/T WAGES	250,820	250,820	166,901.41	29,672.99	.00	83,918.59	66.5%
13100031 51510 PD TRAININ	130,000	130,000	109,891.65	14,498.88	.00	20,108.35	84.5%
13100031 51801 WC PAY	0	0	714.24	.00	.00	-714.24	100.0%
13100031 52330 TRAINING	62,000	62,000	50,631.10	5,393.11	23,738.90	-12,370.00	120.0%
13100031 52350 TRAVEL EXP	6,000	6,000	836.91	.00	588.00	4,575.09	23.7%
13100031 52480 OPROF SERV	20,000	20,000	27,130.32	1,989.16	3,597.07	-10,727.39	153.6%
13100031 52570 OTHER REP	50,000	50,000	88,474.39	17,900.77	9,938.08	-48,412.47	196.8%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
13100031 52790 UNFRMS-PT	3,000	3,000	3,374.53	689.43	534.56	-909.09	130.3%
13100031 53260 TRAFF SUPP	17,500	17,500	827.35	117.35	.00	16,672.65	4.7%
13100031 53450 LAB SUPPLS	7,500	7,500	2,354.21	.00	5,953.58	-807.79	110.8%
13100031 53510 FIREARM SU	35,000	35,000	22,259.32	2,390.00	5,163.94	7,576.74	78.4%
TOTAL POLICE DEPARTMENT SUPPORT	1,095,727	1,095,727	809,071.39	113,921.80	49,514.13	237,141.48	78.4%
13202010 ANIMAL CONTROL							
13202010 51000 REG WAGES	193,800	193,800	124,404.42	14,641.86	.00	69,395.58	64.2%
13202010 51300 P/T WAGES	20,300	20,300	1,819.21	1,184.99	.00	18,480.79	9.0%
13202010 51500 OVERTIME	17,000	17,000	16,064.81	843.21	.00	935.19	94.5%
13202010 51530 VAC BUY BK	3,500	3,500	2,473.68	224.88	.00	1,026.32	70.7%
13202010 51700 LONGEVITY	5,100	5,100	750.00	.00	.00	4,350.00	14.7%
13202010 51801 WC PAY	2,500	2,500	10,409.30	.00	.00	-7,909.30	416.4%
13202010 52100 GAS HEAT	2,800	2,800	.00	.00	.00	2,800.00	.0%
13202010 52110 ELECTRICIT	26,500	26,500	10,196.72	1,579.22	.00	16,303.28	38.5%
13202010 52250 ADVRTISING	500	500	113.24	.00	.00	386.76	22.6%
13202010 52455 VET SERVS.	20,000	20,000	19,765.62	4,390.58	234.38	.00	100.0%
13202010 52780 UNFRMS-FT	6,200	6,200	4,256.00	.00	.00	1,944.00	68.6%
13202010 53485 DOG FOOD	2,000	2,000	362.61	362.61	.00	1,637.39	18.1%
13202010 55370 OTHR EQUIP	6,700	6,700	2,796.34	1,072.97	741.05	3,162.61	52.8%
TOTAL ANIMAL CONTROL	306,900	306,900	193,411.95	24,300.32	975.43	112,512.62	63.3%
13300010 CIVIL PREPAREDNESS							
13300010 51300 P/T WAGES	51,250	51,250	32,197.77	4,038.38	.00	19,052.23	62.8%
13300010 52150 TELEPHONE	750	750	.00	.00	.00	750.00	.0%
13300010 53130 OTHR SUPPL	1,000	1,000	.00	.00	.00	1,000.00	.0%
13300010 54090 OTHR CHRGS	500	500	.00	.00	.00	500.00	.0%
TOTAL CIVIL PREPAREDNESS	53,500	53,500	32,197.77	4,038.38	.00	21,302.23	60.2%
14000010 PUBLIC WORKS ADMINISTRATION							
14000010 51000 REG WAGES	506,697	506,697	195,149.37	19,810.30	.00	311,547.63	38.5%
14000010 51300 P/T WAGES	12,000	12,000	7,510.75	3,348.43	.00	4,489.25	62.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14000010 51500 OVERTIME	5,000	5,000	16,664.46	690.81	.00	-11,664.46	333.3%
14000010 52310 CONV & DUE	0	0	.00	.00	785.80	-785.80	100.0%
14000010 52680 TWN AID RD	275,000	275,000	83,440.07	72,718.62	6,815.01	184,744.92	32.8%
14000010 53460 CLOTH&UNIF	12,000	12,000	11,650.00	.00	.00	350.00	97.1%
TOTAL PUBLIC WORKS ADMINISTRATION	810,697	810,697	314,414.65	96,568.16	7,600.81	488,681.54	39.7%
14100010 ENGINEERING							
14100010 51000 REG WAGES	231,849	231,849	80,734.52	9,702.00	.00	151,114.48	34.8%
14100010 52310 CONV & DUE	600	600	285.00	.00	.00	315.00	47.5%
14100010 52335 LICNSE FEE	1,000	1,000	209.30	.00	.00	790.70	20.9%
14100010 52480 OPROF SERV	30,000	30,000	9,880.00	.00	25,000.00	-4,880.00	116.3%
14100010 56110 DEP/MS4	250,000	250,000	195,240.54	80,970.48	187.50	54,571.96	78.2%
TOTAL ENGINEERING	513,449	513,449	286,349.36	90,672.48	25,187.50	201,912.14	60.7%
14404072 VEHICLE MAINTENANCE							
14404072 51000 REG WAGES	448,191	448,191	254,052.45	29,300.00	.00	194,138.55	56.7%
14404072 51500 OVERTIME	49,000	49,000	73,818.82	14,926.31	.00	-24,818.82	150.7%
14404072 52100 GAS HEAT	35,000	35,000	11,949.94	3,790.98	.00	23,050.06	34.1%
14404072 52110 ELECTRICIT	47,800	47,800	9,537.82	1,862.74	.00	38,262.18	20.0%
14404072 52130 WATER	2,500	2,500	2,092.50	766.81	.00	407.50	83.7%
14404072 52310 CONV & DUE	3,500	3,500	549.00	.00	.00	2,951.00	15.7%
14404072 52320 SUBSCRIPT.	7,500	7,500	3,800.17	.00	.00	3,699.83	50.7%
14404072 52540 MV MAINT	90,000	90,000	34,049.40	13,379.41	60,485.71	-4,535.11	105.0%
14404072 52545 SPEQUIP RE	40,000	40,000	30,814.70	9,033.10	7,065.50	2,119.80	94.7%
14404072 52550 GRNDS MAIN	7,200	7,200	3,534.00	.00	597.30	3,068.70	57.4%
14404072 52575 EMISSIONS	500	500	.00	.00	.00	500.00	.0%
14404072 52585 TIRE REPR	9,000	9,000	2,141.95	680.00	3,358.05	3,500.00	61.1%
14404072 52630 VEH RENTAL	1,000	1,000	.00	.00	.00	1,000.00	.0%
14404072 52740 SEC SYSTEM	3,200	3,200	.00	.00	.00	3,200.00	.0%
14404072 52940 HAZ WASTE	6,000	6,000	762.50	390.00	2,127.50	3,110.00	48.2%
14404072 53210 UNLEADED	530,000	530,000	118,873.06	63,587.34	171,344.21	239,782.73	54.8%
14404072 53220 MV PARTS	200,000	200,000	121,933.81	29,903.49	81,126.41	-3,060.22	101.5%
14404072 53240 TIRES, TUB	60,000	60,000	24,907.90	3,459.04	21,737.21	13,354.89	77.7%
14404072 53250 MISC EQUIP	12,000	12,000	7,564.89	1,737.50	3,571.72	863.39	92.8%
14404072 53430 JANTRL SUP	1,000	1,000	631.44	.00	168.56	200.00	80.0%
14404072 53445 SAFTY SUPP	3,000	3,000	43.00	.00	879.87	2,077.13	30.8%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14404072 53530 SNOW EQUIP	40,000	40,000	19,098.30	16,561.34	30,566.50	-9,664.80	124.2%
14404072 53560 BRMS & SWP	30,000	30,000	12,736.04	368.31	8,844.86	8,419.10	71.9%
TOTAL VEHICLE MAINTENANCE	1,626,391	1,626,391	732,891.69	189,746.37	391,873.40	501,625.91	69.2%
14505071 COMPOST SITE							
14505071 52740 SEC SYSTEM	2,200	2,200	.00	.00	.00	2,200.00	.0%
14505071 52930 COMPOST	90,000	90,000	.00	.00	.00	90,000.00	.0%
14505071 52940 HAZ WASTE	35,000	35,000	.00	.00	15,005.20	19,994.80	42.9%
TOTAL COMPOST SITE	127,200	127,200	.00	.00	15,005.20	112,194.80	11.8%
14509971 SOLID WASTE							
14509971 52900 SP PICKUP	327,600	327,600	156,245.53	26,807.56	51,370.74	119,983.73	63.4%
14509971 52910 TRSH PICKP	1,497,600	1,497,600	865,533.34	124,100.00	751,983.33	-119,916.67	108.0%
14509971 52915 TRASH-CITY	136,000	136,000	99,518.43	7,596.20	26,854.86	9,626.71	92.9%
14509971 52920 TIP FEES	1,475,000	1,475,000	835,385.09	170,407.16	242,486.22	397,128.69	73.1%
14509971 52931 BAG PICKUP	180,000	180,000	80,000.00	.00	95,000.00	5,000.00	97.2%
14509971 52941 HAZWASTCTY	5,000	5,000	.00	.00	.00	5,000.00	.0%
14509971 52950 RECYCLING	589,500	589,500	340,483.35	49,116.67	248,516.65	500.00	99.9%
14509971 52955 PORT REST	31,000	31,000	18,231.23	529.00	13,943.77	-1,175.00	103.8%
TOTAL SOLID WASTE	4,241,700	4,241,700	2,395,396.97	378,556.59	1,430,155.57	416,147.46	90.2%
14606074 GROUNDS MAINTENANCE							
14606074 52510 MAINT SERV	3,500	3,500	1,592.00	.00	.00	1,908.00	45.5%
14606074 52580 EQUIP MAIN	2,000	2,000	901.50	571.00	413.00	685.50	65.7%
14606074 53265 ST PAINT	5,000	5,000	1,749.63	.00	231.84	3,018.53	39.6%
14606074 53490 OTHR SUPPL	5,000	5,000	100.00	.00	2,257.87	2,642.13	47.2%
14606074 53555 LIGHT POLE	15,000	15,000	340.00	.00	5,205.00	9,455.00	37.0%
TOTAL GROUNDS MAINTENANCE	30,500	30,500	4,683.13	571.00	8,107.71	17,709.16	41.9%
14606075 BUILDING MAINTENANCE							
14606075 51000 REG WAGES	481,075	481,075	305,820.36	35,305.62	.00	175,254.64	63.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14606075 51500 OVERTIME	74,200	74,200	69,729.59	8,745.87	.00	4,470.41	94.0%
14606075 52100 GAS HEAT	80,000	80,000	38,927.19	9,863.94	.00	41,072.81	48.7%
14606075 52110 ELECTRICIT	794,200	794,200	294,205.18	34,421.24	.00	499,994.82	37.0%
14606075 52130 WATER	20,000	20,000	12,925.56	1,835.73	.00	7,074.44	64.6%
14606075 52500 HVAC MAINT	110,000	110,000	57,360.51	6,976.00	21,701.38	30,938.11	71.9%
14606075 52510 MAINT SERV	74,100	74,100	30,716.89	7,779.09	7,133.11	36,250.00	51.1%
14606075 52530 BLDG MAINT	82,800	82,800	34,385.35	7,463.80	25,560.19	22,854.46	72.4%
14606075 52740 SEC SYSTEM	15,500	15,500	6,776.09	1,980.09	3,223.91	5,500.00	64.5%
14606075 53430 JANTRL SUP	24,000	24,000	15,398.00	.00	.00	8,602.00	64.2%
14606075 53445 SAFTY SUPP	5,000	5,000	2,280.63	1,614.00	1,785.80	933.57	81.3%
14606075 53495 COFFEE&WTR	1,000	1,000	395.10	.00	.00	604.90	39.5%
TOTAL BUILDING MAINTENANCE	1,761,875	1,761,875	868,920.45	115,985.38	59,404.39	833,550.16	52.7%
14704010 HIGHWAYS & PARKS ADMIN.							
14704010 51000 REG WAGES	2,563,580	2,563,580	1,471,049.22	165,745.95	.00	1,092,530.78	57.4%
14704010 51400 TEMP PAYRL	110,000	110,000	55,353.61	3,616.00	.00	54,646.39	50.3%
14704010 51500 OVERTIME	260,000	260,000	308,918.66	20,141.42	.00	-48,918.66	118.8%
14704010 51550 SNOW REMOV	80,000	80,000	.00	.00	.00	80,000.00	.0%
14704010 52160 ST LIGHTNG	1,400,000	1,400,000	476,499.03	67,019.97	.00	923,500.97	34.0%
14704010 52550 GRNDS MAIN	41,800	41,800	4,838.65	20.15	.00	36,961.35	11.6%
14704010 53380 CONSTR SUP	74,380	74,380	8,878.81	5,134.01	6,085.37	59,415.82	20.1%
14704010 56990 MISCELLANE	55,000	55,000	39,436.90	.00	3,150.00	12,413.10	77.4%
TOTAL HIGHWAYS & PARKS ADMIN.	4,584,760	4,584,760	2,364,974.88	261,677.50	9,235.37	2,210,549.75	51.8%
14706010 HIGHWAYS & PARKS							
14706010 53445 SAFTY SUPP	9,000	9,000	3,802.72	3,198.00	.00	5,197.28	42.3%
TOTAL HIGHWAYS & PARKS	9,000	9,000	3,802.72	3,198.00	.00	5,197.28	42.3%
14706076 PARKS MAINTENANCE							
14706076 52110 ELECTRICIT	196,700	196,700	54,312.74	8,605.69	.00	142,387.26	27.6%
14706076 52130 WATER	30,000	30,000	14,108.84	1,105.81	.00	15,891.16	47.0%
14706076 52530 BLDG MAINT	16,000	16,000	2,311.25	2,311.25	.00	13,688.75	14.4%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
14706076 52550 GRNDS MAIN	77,312	77,312	28,480.49	.00	14,184.33	34,647.18	55.2%
14706076 52740 SEC SYSTEM	2,700	2,700	1,902.24	340.62	597.76	200.00	92.6%
TOTAL PARKS MAINTENANCE	322,712	322,712	101,115.56	12,363.37	14,782.09	206,814.35	35.9%

14706077 OUTSIDE CONTRACTORS

14706077 52570 OTHER REP	33,000	33,000	9,632.20	2,287.00	7,897.00	15,470.80	53.1%
14706077 52970 EVIC SERV	30,000	30,000	.00	.00	.00	30,000.00	.0%
14706077 53380 CONSTR SUP	35,000	35,000	4,887.15	.00	776.56	29,336.29	16.2%
14706077 54095 STRM LOSS	25,100	25,100	13,500.00	.00	.00	11,600.00	53.8%
14706077 54360 EVICT EXP	67,000	67,000	30,974.27	6,000.00	9,497.47	26,528.26	60.4%
TOTAL OUTSIDE CONTRACTORS	190,100	190,100	58,993.62	8,287.00	18,171.03	112,935.35	40.6%

14706078 TREES

14706078 52555 TREE MAINT	217,000	217,000	135,450.00	16,400.00	81,550.00	.00	100.0%
14706078 53490 OTHR SUPPL	1,000	1,000	.00	.00	.00	1,000.00	.0%
14706078 53570 TREES&SHRB	2,500	2,500	475.00	.00	.00	2,025.00	19.0%
TOTAL TREES	220,500	220,500	135,925.00	16,400.00	81,550.00	3,025.00	98.6%

15000010 HUMAN RESOURCES

15000010 51000 REG WAGES	377,052	377,052	195,162.09	24,644.40	.00	181,889.91	51.8%
15000010 51400 TEMP PAYRL	13,000	13,000	.00	.00	.00	13,000.00	.0%
15000010 51500 OVERTIME	10,000	10,000	10,939.95	1,876.32	.00	-939.95	109.4%
15000010 52220 OUT. PRINT	500	500	.00	.00	.00	500.00	.0%
15000010 52425 ARCHIVING	26,000	26,000	25,555.38	12,542.69	.00	444.62	98.3%
15000010 52810 VET MEMDAY	4,000	4,000	.00	.00	.00	4,000.00	.0%
15000010 52840 BAND CONCR	6,000	6,000	3,900.00	.00	.00	2,100.00	65.0%
15000010 52850 HOLIDAY FS	8,000	8,000	7,797.51	.00	477.40	-274.91	103.4%
15000010 53570 TREES&SHRB	2,500	2,500	.00	.00	.00	2,500.00	.0%
15000010 54470 CLNT ASST	8,000	8,000	2,665.00	.00	50.00	5,285.00	33.9%
15000010 56990 MISCELLANE	10,000	10,000	3,104.33	352.00	.00	6,895.67	31.0%
TOTAL HUMAN RESOURCES	465,052	465,052	249,124.26	39,415.41	527.40	215,400.34	53.7%

15100010 ELDERLY SERVICES

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15100010 51000 REG WAGES	181,436	181,436	113,549.43	13,624.83	.00	67,886.57	62.6%
15100010 51100 SR.CNT P/T	35,080	35,080	.00	.00	.00	35,080.00	.0%
15100010 52310 CONV & DUE	500	500	.00	.00	.00	500.00	.0%
15100010 52410 INSTRUCTRS	6,500	6,500	4,300.00	300.00	1,880.00	320.00	95.1%
15100010 52700 TRANS CONT	205,685	205,685	79,298.09	.00	.00	126,386.91	38.6%
15100010 52710 ELDR NUTRN	5,000	5,000	4,962.55	4,567.32	7.91	29.54	99.4%
15100010 53000 SUPP & MAT	0	0	.00	.00	98.83	-98.83	100.0%
15100010 53490 OTHR SUPPL	5,000	5,000	290.41	.00	206.71	4,502.88	9.9%
TOTAL ELDERLY SERVICES	439,201	439,201	202,400.48	18,492.15	2,193.45	234,607.07	46.6%

15202050 RECREATIONAL SERVICES

15202050 51000 REG WAGES	388,175	388,175	241,531.86	30,004.66	.00	146,643.14	62.2%
15202050 51080 REC AIDES	49,500	49,500	38,402.43	.00	.00	11,097.57	77.6%
15202050 51130 BEACH CONS	67,410	67,410	48,575.56	536.50	.00	18,834.44	72.1%
15202050 51160 SP ACT INS	26,480	26,480	3,626.00	840.00	2,680.00	20,174.00	23.8%
15202050 51170 SUP & INST	89,804	89,804	49,576.44	1,617.15	735.00	39,492.56	56.0%
15202050 51180 LIFE GRDS	76,940	76,940	58,250.30	753.13	.00	18,689.70	75.7%
15202050 51500 OVERTIME	9,315	9,315	8,864.28	144.56	.00	450.72	95.2%
15202050 52310 CONV & DUE	2,450	2,450	1,100.00	280.00	238.74	1,111.26	54.6%
15202050 52530 BLDG MAINT	12,960	12,960	9,766.57	.00	.00	3,193.43	75.4%
15202050 52750 FEES&CHRG	4,000	4,000	314.50	.00	.00	3,685.50	7.9%
15202050 53250 MISC EQUIP	3,000	3,000	60.77	.00	.00	2,939.23	2.0%
15202050 53440 MED SUPPL	5,510	5,510	.00	.00	.00	5,510.00	.0%
15202050 53540 REC SUPPL	16,298	16,298	2,803.94	462.99	2,128.74	11,365.32	30.3%
15202050 54320 PAYM OUTSD	11,200	11,200	.00	.00	.00	11,200.00	.0%
15202050 55520 REC EQUIP	5,100	5,100	1,001.80	.00	.00	4,098.20	19.6%
TOTAL RECREATIONAL SERVICES	768,142	768,142	463,874.45	34,638.99	5,782.48	298,485.07	61.1%

15202051 DAY CAMP PROGRAM

15202051 51080 REC AIDES	0	0	6,626.50	75.00	.00	-6,626.50	100.0%
15202051 51400 TEMP PAYRL	161,460	161,460	143,212.08	180.00	.00	18,247.92	88.7%
15202051 52700 TRANS CONT	18,000	18,000	15,522.50	.00	1,600.00	877.50	95.1%
15202051 52750 FEES&CHRG	6,000	6,000	5,576.00	.00	.00	424.00	92.9%
TOTAL DAY CAMP PROGRAM	185,460	185,460	170,937.08	255.00	1,600.00	12,922.92	93.0%

15202552 BENNETT RINK PROGRAMS

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
15202552 52620 BLDG RENTL	25,000	25,000	.00	.00	25,000.00	.00	100.0%
TOTAL BENNETT RINK PROGRAMS	25,000	25,000	.00	.00	25,000.00	.00	100.0%
15202553 AQUATIC PROGRAMS							
15202553 51040 AQUA INSTR	21,792	21,792	6,911.83	.00	.00	14,880.17	31.7%
15202553 51070 SWM POOL	86,632	86,632	40,067.22	2,490.66	.00	46,564.78	46.2%
15202553 51300 P/T WAGES	20,000	20,000	4,459.50	640.00	.00	15,540.50	22.3%
15202553 52770 OTHER SERV	16,000	16,000	11,143.87	.00	.00	4,856.13	69.6%
15202553 53540 REC SUPPL	3,100	3,100	326.00	176.00	200.00	2,574.00	17.0%
15202553 53545 SPECACCT SU	6,332	6,332	3,469.56	294.00	.00	2,862.44	54.8%
TOTAL AQUATIC PROGRAMS	153,856	153,856	66,377.98	3,600.66	200.00	87,278.02	43.3%
15300010 HEALTH DEPARTMENT							
15300010 51000 REG WAGES	572,666	572,666	316,919.38	33,699.90	.00	255,746.62	55.3%
15300010 51500 OVERTIME	3,000	3,000	1,097.31	482.46	.00	1,902.69	36.6%
15300010 52310 CONV & DUE	1,200	1,200	673.23	.00	.00	526.77	56.1%
15300010 52450 MED SERV.	500	500	228.98	.00	.02	271.00	45.8%
15300010 52535 PEST CNTRL	1,000	1,000	.00	.00	.00	1,000.00	.0%
15300010 52780 UNFRMS-FT	1,750	1,750	.00	.00	.00	1,750.00	.0%
15300010 53440 MED SUPPL	4,500	4,500	380.21	.00	180.00	3,939.79	12.4%
15300010 53490 OTHR SUPPL	3,500	3,500	225.98	.00	1,333.21	1,940.81	44.5%
TOTAL HEALTH DEPARTMENT	588,116	588,116	319,525.09	34,182.36	1,513.23	267,077.68	54.6%
16001060 MAIN LIBRARY							
16001060 51000 REG WAGES	1,625,000	1,625,000	1,218,749.94	135,416.66	406,250.06	.00	100.0%
TOTAL MAIN LIBRARY	1,625,000	1,625,000	1,218,749.94	135,416.66	406,250.06	.00	100.0%
18009980 CITY INSURANCE - PREMIUMS							
18009980 54030 GEN'L LIAB	600,000	600,000	684,029.74	504.00	.00	-84,029.74	114.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL CITY INSURANCE - PREMIUMS	600,000	600,000	684,029.74	504.00	.00	-84,029.74	114.0%
18009981 CITY INSURANCE - RETENTION							
18009981 54210 AUTO DAMGE	220,000	220,000	129,601.74	43,411.89	.00	90,398.26	58.9%
18009981 54230 GEN'L LOSS	600,000	600,000	144,076.46	24,422.50	.00	455,923.54	24.0%
18009981 54250 OTHR LOSS	40,000	40,000	18,086.00	.00	.00	21,914.00	45.2%
TOTAL CITY INSURANCE - RETENTION	860,000	860,000	291,764.20	67,834.39	.00	568,235.80	33.9%
18109982 CITY GRANTED BENEFITS							
18109982 51530 VAC BUY BK	112,200	112,200	98,170.01	9,490.41	.00	14,029.99	87.5%
18109982 51700 LONGEVITY	81,600	81,600	50,570.00	.00	.00	31,030.00	62.0%
18109982 51800 SEPAR. PAY	91,800	91,800	.00	.00	.00	91,800.00	.0%
18109982 54110 HEALTH INS	11,669,144	11,669,144	7,416,439.45	742,851.60	68,180.46	4,184,524.09	64.1%
18109982 54120 LIFE INSUR	169,329	169,329	115,779.19	14,415.18	.00	53,549.81	68.4%
18109982 54130 FICA-CITY	1,544,185	1,544,185	1,007,383.64	118,959.61	.00	536,801.36	65.2%
18109982 54140 PENS-CITY	1,282,864	1,282,864	775,472.62	90,990.14	.00	507,391.38	60.4%
18109982 54141 PEN. P.D.	4,023,000	4,023,000	2,011,500.00	.00	.00	2,011,500.00	50.0%
18109982 54170 LTD PREM	97,920	97,920	69,043.80	8,463.73	.00	28,876.20	70.5%
18109982 56180 EDUC REIMB	15,000	15,000	4,098.00	.00	.00	10,902.00	27.3%
TOTAL CITY GRANTED BENEFITS	19,087,042	19,087,042	11,548,456.71	985,170.67	68,180.46	7,470,404.83	60.9%
18109983 STATE MANDATED BENEFITS							
18109983 54160 UNEMP COMP	76,500	76,500	.00	.00	.00	76,500.00	.0%
18109983 54180 HEART&HYPR	42,957	42,957	47,268.91	6,120.52	.00	-4,311.91	110.0%
18109983 54190 WORKR COMP	2,350,000	2,350,000	1,279,351.47	325,357.99	.00	1,070,648.53	54.4%
TOTAL STATE MANDATED BENEFITS	2,469,457	2,469,457	1,326,620.38	331,478.51	.00	1,142,836.62	53.7%
18209984 DEBT SERVICE - PAYMENTS							
18209984 54510 GPBND\$-PRN	11,084,000	11,084,000	9,670,000.00	935,000.00	.00	1,414,000.00	87.2%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
18209984 54520 GPBND5-INT	3,274,925	3,274,925	2,374,514.09	748,215.63	.00	900,410.91	72.5%
TOTAL DEBT SERVICE - PAYMENTS	14,358,925	14,358,925	12,044,514.09	1,683,215.63	.00	2,314,410.91	83.9%
18309910 C-MED							
18309910 54320 PAYM OUTSD	43,023	43,023	.00	.00	.00	43,023.00	.0%
TOTAL C-MED	43,023	43,023	.00	.00	.00	43,023.00	.0%
19009990 UNALLOCATED EXPENSES							
19009990 52340 MILEAGE AL	512	512	724.53	60.30	.00	-212.53	141.5%
19009990 56000 UNIDENTIFI	200,000	200,000	89,667.74	26,023.74	.00	110,332.26	44.8%
19009990 56010 CONTINGENC	1,157,000	1,157,000	.00	.00	.00	1,157,000.00	.0%
19009990 56140 PRIMRY EXP	50,000	50,000	27,985.57	.00	.00	22,014.43	56.0%
19009990 56175 OPEB TRUST	500,000	500,000	10.00	.00	.00	499,990.00	.0%
19009990 56210 CONS SERV	600,000	600,000	.00	.00	600,000.00	.00	100.0%
19009990 56305 ELECT EXP	35,805	35,805	22,083.00	370.00	.00	13,722.00	61.7%
19009990 56320 COVID19 CT	0	0	32,732.60	4,281.46	10,126.34	-42,858.94	100.0%
19009990 56360 BANK FEES	50,000	50,000	98.69	.00	.00	49,901.31	.2%
19009990 56370 DOG REPORT	9,207	9,207	.00	.00	.00	9,207.00	.0%
19009990 56990 MISCELLANE	2,046	2,046	8,718.23	.00	.00	-6,672.23	426.1%
TOTAL UNALLOCATED EXPENSES	2,604,570	2,604,570	182,020.36	30,735.50	610,126.34	1,812,423.30	30.4%
TOTAL GENERAL FUND	83,943,633	83,943,633	52,272,922.99	6,453,550.83	3,856,485.60	27,814,224.41	66.9%
TOTAL EXPENSES	83,943,633	83,943,633	52,272,922.99	6,453,550.83	3,856,485.60	27,814,224.41	
GRAND TOTAL	83,943,633	83,943,633	52,272,922.99	6,453,550.83	3,856,485.60	27,814,224.41	66.9%

** END OF REPORT - Generated by David Taylor **

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
195 WH FIRE DEPT-ALLINGTOWN (FD3)							
19500010 ALLINGTOWN FD - ADMIN.							
19500010 51000 REG WAGES	289,609	289,609	183,201.30	21,577.96	.00	106,407.70	63.3%
19500010 52100 GAS HEAT	15,000	15,000	5,136.09	1,485.38	1,676.48	8,187.43	45.4%
19500010 52110 ELECTRICIT	17,000	17,000	10,227.17	1,184.31	1,070.66	5,702.17	66.5%
19500010 52130 WATER	198,000	198,000	101,104.14	111.50	263.78	96,632.08	51.2%
19500010 52150 TELEPHONE	14,000	14,000	13,394.96	1,611.19	1,300.01	-694.97	105.0%
19500010 52330 TRAINING	31,000	31,000	19,034.65	7,042.73	1,529.00	10,436.35	66.3%
19500010 52360 BUSNSS EXP	16,000	16,000	10,556.38	873.44	1,598.26	3,845.36	76.0%
19500010 52420 FIN SERV.	20,000	20,000	.00	.00	.00	20,000.00	.0%
19500010 52530 BLDG MAINT	20,000	20,000	9,566.00	4,541.98	635.00	9,799.00	51.0%
19500010 52580 EQUIP MAIN	60,000	60,000	54,000.39	9,245.08	4,364.01	1,635.60	97.3%
19500010 52820 PSYCH TEST	16,000	16,000	1,337.00	.00	.00	14,663.00	8.4%
19500010 53110 OFF. SUPPL	6,000	6,000	3,343.04	466.74	299.06	2,357.90	60.7%
19500010 53210 AUTO FUEL	18,000	18,000	10,506.92	2,107.04	3,263.48	4,229.60	76.5%
19500010 54032 PREM ALLIN	60,000	60,000	45,701.00	14,361.00	.00	14,299.00	76.2%
19500010 54110 HEALTH INS	1,666,842	1,666,842	1,151,001.85	123,855.21	.00	515,840.15	69.1%
19500010 54120 LIFE INSUR	31,000	31,000	16,066.76	2,660.38	6,191.34	8,741.90	71.8%
19500010 54130 FICA-CITY	21,721	21,721	9,048.13	1,024.20	.00	12,672.55	41.7%
19500010 54140 PENS-CITY	2,540,196	2,540,196	1,277,012.25	806.80	.00	1,263,183.75	50.3%
19500010 54180 HEART&HYPR	35,000	35,000	.00	.00	.00	35,000.00	.0%
19500010 54192 WRKCOM-ALL	125,000	125,000	44,595.43	3,572.80	.00	80,404.57	35.7%
19500010 55160 PC'S/HARDW	42,500	42,500	29,668.96	1,375.00	3,849.77	8,981.27	78.9%
19500010 55630 RADIO EQUIP	40,000	40,000	3,500.81	.00	.00	36,499.19	8.8%
19500010 55900 CAP-OTHER	500,000	500,000	.00	.00	.00	500,000.00	.0%
19500010 56010 CONTINGENC	175,000	175,000	-1,918.83	-1,918.83	4,337.02	172,581.81	1.4%
19500010 56175 OPEB TRUST	117,500	117,500	.00	.00	.00	117,500.00	.0%
19500010 56990 MISCELLANE	16,000	16,000	1,307.24	362.00	6,873.26	7,819.50	51.1%
TOTAL ALLINGTOWN FD - ADMIN.	6,091,368	6,091,368	2,997,391.64	196,345.91	37,251.13	3,056,724.91	49.8%
19500030 ALLINGTOWN FIRE DEPT OPS							
19500030 51000 REG WAGES	1,519,965	1,519,965	942,980.86	106,960.08	.00	576,984.14	62.0%
19500030 51500 OVERTIME	480,000	480,000	399,915.85	33,943.56	.00	80,084.15	83.3%
19500030 51800 SEPAR. PAY	45,000	45,000	.00	.00	.00	45,000.00	.0%
19500030 51801 WC PAY	0	0	3,355.57	244.18	.00	-3,355.57	100.0%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19500030 52150 TELEPHONE	305,000	305,000	76,636.43	30,033.21	36,794.63	191,568.94	37.2%
19500030 52780 UNFRMS-FT	26,000	26,000	12,897.00	783.00	447.40	12,655.60	51.3%
19500030 53250 MISC EQUIP	70,000	70,000	12,391.28	1,575.39	26,480.12	31,128.60	55.5%
19500030 53440 MED SUPPL	38,000	38,000	18,336.78	2,913.88	7,233.22	12,430.00	67.3%
19500030 54130 FICA-CITY	60,000	60,000	47,256.02	5,481.75	.00	12,743.98	78.8%
19500030 54140 PENS-CITY	166,000	166,000	43,134.91	5,006.35	.00	122,865.09	26.0%
19500030 55220 TRUCKS	265,000	265,000	33,712.97	.00	5,695.00	225,592.03	14.9%
19500030 56180 EDUC REIMB	115,250	115,250	54,725.00	14,800.00	.00	60,525.00	47.5%
TOTAL ALLINGTOWN FIRE DEPT OPS	3,090,215	3,090,215	1,645,342.67	201,741.40	76,650.37	1,368,221.96	55.7%
19520045 GRANTS-ALLINGTOWN FD3							
19520045 45231 PILOT-C&H	-770,501	-770,501	-733,961.12	.00	.00	-36,539.88	95.3%
19520045 45249 MRSAMV	-960,525	-960,525	-1,302,848.66	.00	.00	342,323.66	135.6%
19520045 45290 STATE MISC	-21,515	-21,515	-200.00	.00	.00	-21,315.00	.9%
19520045 45340 SCCRWA	-49,166	-49,166	-49,117.42	-24,558.71	.00	-48.58	99.9%
TOTAL GRANTS-ALLINGTOWN FD3	-1,801,707	-1,801,707	-2,086,127.20	-24,558.71	.00	284,420.20	115.8%
19520047 MISCELLANEOUS REVENUE-ALL/FD3							
19520047 42900 MISC FEES	-60,000	-60,000	-106,600.30	-6,596.22	.00	46,600.30	177.7%
19520047 45130 FEMA	-271,429	-271,429	.00	.00	.00	-271,429.00	.0%
19520047 46720 PDFD EXTRA	-4,000	-4,000	-8,776.41	-276.85	.00	4,776.41	219.4%
19520047 47050 FD BNDL BL	-40,000	-40,000	-5,967.09	-1,139.75	.00	-34,032.91	14.9%
19520047 47060 FD TRNSPRT	0	0	-32,592.60	-4,338.55	.00	32,592.60	100.0%
19520047 47600 DONATIONS	-100,000	-100,000	.00	.00	.00	-100,000.00	.0%
19520047 47900 MISCELLANE	0	0	-14,495.46	-20.00	.00	14,495.46	100.0%
TOTAL MISCELLANEOUS REVENUE-ALL/F	-475,429	-475,429	-168,431.86	-12,371.37	.00	-306,997.14	35.4%
19524041 PROPERTY TAXES - ALLINGTOWN FD							
19524041 41100 CURR PROPT	-6,788,447	-6,788,447	-6,635,123.48	-180,458.20	.00	-153,323.20	97.7%
19524041 41200 PY TAXES	-66,000	-66,000	-49,322.35	-7,829.90	.00	-16,677.65	74.7%
19524041 41300 SUSP TAXES	-6,000	-6,000	-6,988.84	-1,564.05	.00	988.84	116.5%
19524041 41610 INT-CURRNT	-22,000	-22,000	-11,202.34	-2,983.16	.00	-10,797.66	50.9%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
19524041 41620 INT-PY TAX	-15,000	-15,000	-6,217.26	-967.21	.00	-8,782.74	41.4%
19524041 41630 INT-SUSPNS	-7,000	-7,000	-14,700.36	-10,250.90	.00	7,700.36	210.0%
TOTAL PROPERTY TAXES - ALLINGTOWN	-6,904,447	-6,904,447	-6,723,554.63	-204,053.42	.00	-180,892.05	97.4%
TOTAL WH FIRE DEPT-ALLINGTOWN (FD	0	0	-4,335,379.38	157,103.81	113,901.50	4,221,477.88	100.0%
TOTAL REVENUES	-9,181,583	-9,181,583	-8,978,113.69	-240,983.50	.00	-203,468.99	
TOTAL EXPENSES	9,181,583	9,181,583	4,642,734.31	398,087.31	113,901.50	4,424,946.87	
GRAND TOTAL	0	0	-4,335,379.38	157,103.81	113,901.50	4,221,477.88	100.0%

** END OF REPORT - Generated by David Taylor **

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
240 SEWER OPERATING FUND							
24048037 SEWER OPERATIONS ADMIN							
24048037 51000 REG WAGES	121,950	121,950	459.56	394.08	.00	121,490.44	.4%
24048037 51050 SWR BRD CL	4,200	4,200	225.00	225.00	.00	3,975.00	5.4%
24048037 51500 OVERTIME	3,000	3,000	2,960.79	384.52	.00	39.21	98.7%
24048037 51530 VAC BUY BK	2,000	2,000	.00	.00	.00	2,000.00	.0%
24048037 52360 BUSNSS EXP	30,000	30,000	3,474.60	.00	.00	26,525.40	11.6%
24048037 52420 FIN SERV.	55,156	55,156	.00	.00	.00	55,156.00	.0%
24048037 52440 ENG SERV	400,000	400,000	160,503.58	.00	15,000.00	224,496.42	43.9%
24048037 52580 EQUIP MAIN	300,000	300,000	316,243.83	105,527.30	175,953.24	-192,197.07	164.1%
24048037 52750 STATE PERM	7,000	7,000	.00	.00	.00	7,000.00	.0%
24048037 54100 FRINGE BEN	15,000	15,000	.00	.00	.00	15,000.00	.0%
24048037 54130 FICA-CITY	9,330	9,330	261.88	59.56	.00	9,068.12	2.8%
24048037 54140 PENS-CITY	9,000	9,000	424.39	.00	.00	8,575.61	4.7%
24048037 54640 CLN WATER	320,800	320,800	.00	.00	.00	320,800.00	.0%
24048037 55710 CAPIMP SWR	600,000	600,000	180,858.31	1,156.25	90,450.59	328,691.10	45.2%
24048037 55720 CAPIMP-COL	600,000	600,000	401,759.95	1,793.98	131,768.92	66,471.13	88.9%
24048037 55749 CLN WTR	1,797,987	1,797,987	1,562,356.54	176,565.53	.00	235,630.46	86.9%
24048037 56010 CONTINGENC	300,000	300,000	.00	.00	.00	300,000.00	.0%
24048037 56990 MISCELLANE	335,000	335,000	146,261.23	99,833.99	400,186.18	-211,447.41	163.1%
TOTAL SEWER OPERATIONS ADMIN	4,910,423	4,910,423	2,775,789.66	385,940.21	813,358.93	1,321,274.41	73.1%
24048040 IN-HOUSE SEWER OPERATIONS							
24048040 51000 REG WAGES	1,964,120	1,964,120	1,211,338.89	140,851.73	.00	752,781.11	61.7%
24048040 51500 OVERTIME	660,000	660,000	653,305.47	71,660.55	.00	6,694.53	99.0%
24048040 51530 VAC BUY BK	17,000	17,000	.00	.00	.00	17,000.00	.0%
24048040 51800 SEPAR. PAY	50,000	50,000	.00	.00	.00	50,000.00	.0%
24048040 52100 GAS HEAT	84,000	84,000	25,161.03	6,516.95	44,355.30	14,483.67	82.8%
24048040 52105 GASES	5,000	5,000	930.36	60.70	278.99	3,790.65	24.2%
24048040 52110 ELECTRICIT	1,500,000	1,500,000	620,723.60	56,538.50	304,718.66	574,557.74	61.7%
24048040 52130 WATER	200,000	200,000	103,681.10	14,075.61	46,318.90	50,000.00	75.0%
24048040 52150 TELEPHONE	9,000	9,000	4,970.10	749.96	4,704.30	-674.40	107.5%
24048040 52510 MAINT SERV	80,000	80,000	30,030.20	1,664.00	47,696.09	2,273.71	97.2%
24048040 52540 MV MAINT	40,000	40,000	27,191.96	.00	10,883.40	1,924.64	95.2%
24048040 52650 OTHER RENT	5,000	5,000	278.00	.00	.00	4,722.00	5.6%

YEAR TO DATE BUDGET REPORT

FOR 2024 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
24048040 52770 OTHER SERV	200,000	200,000	183,309.60	.00	15,329.03	1,361.37	99.3%
24048040 52910 TRSH PICKP	16,000	16,000	6,583.66	1,148.02	12,774.05	-3,357.71	121.0%
24048040 53000 SUPP & MAT	200,000	200,000	166,257.80	.00	34,277.36	-535.16	100.3%
24048040 53200 HEAT OIL	1,100,000	1,100,000	753,520.57	82,746.03	143,850.55	202,628.88	81.6%
24048040 53210 AUTO FUEL	25,000	25,000	22,866.68	2,290.22	.00	2,133.32	91.5%
24048040 53250 MISC EQUIP	50,000	50,000	58,103.41	3,750.00	.00	-8,103.41	116.2%
24048040 53430 JANTRL SUP	16,000	16,000	6,626.53	.00	8,897.62	475.85	97.0%
24048040 53435 CHEMICALS	210,000	210,000	104,454.44	187.81	51,553.96	53,991.60	74.3%
24048040 53445 SAFTY SUPP	8,000	8,000	4,378.63	1,442.32	337.31	3,284.06	58.9%
24048040 53450 LAB SUPPLS	70,000	70,000	59,380.33	13,274.63	14,398.25	-3,778.58	105.4%
24048040 53460 CLOTH&UNIF	44,000	44,000	10,963.09	.00	33,036.91	.00	100.0%
24048040 54100 FRINGE BEN	474,000	474,000	270,282.26	33,651.54	.00	203,717.74	57.0%
24048040 54130 FICA-CITY	189,450	189,450	135,731.73	15,878.13	.00	53,718.27	71.6%
24048040 54140 PENS-CITY	200,000	200,000	105,384.97	12,904.84	.00	94,615.03	52.7%
24048040 54232 GEN LIAB-S	250,000	250,000	164,224.37	18,460.15	16,000.00	69,775.63	72.1%
24048040 54735 SEWER WC	200,000	200,000	492,422.19	7,347.74	.00	-292,422.19	246.2%
24048040 56215 OUTSD SVCS	150,000	150,000	151,751.32	.00	22,116.52	-23,867.84	115.9%
TOTAL IN-HOUSE SEWER OPERATIONS	8,016,570	8,016,570	5,373,852.29	485,199.43	811,527.20	1,831,190.51	77.2%
24048046 SEWER CHARGES							
24048046 46610 SEWER USEC	-12,267,993	-12,267,993	-11,639,814.94	-491,230.32	.00	-628,178.06	94.9%
24048046 46620 SWR USE-PY	-18,000	-18,000	-21,831.30	-723.30	.00	3,831.30	121.3%
24048046 46630 SWR INT-CR	-20,000	-20,000	-22,375.53	-5,087.00	.00	2,375.53	111.9%
24048046 46640 SWR INT-PY	-15,000	-15,000	-9,270.93	-255.03	.00	-5,729.07	61.8%
24048046 46670 ORNG SERV	-390,000	-390,000	.00	.00	.00	-390,000.00	.0%
24048046 47675 ORANGE CWF	-216,000	-216,000	-368,349.65	-150,000.00	.00	152,349.65	170.5%
24048046 47680 NITRO CRED	0	0	-6,921.00	.00	.00	6,921.00	100.0%
TOTAL SEWER CHARGES	-12,926,993	-12,926,993	-12,068,563.35	-647,295.65	.00	-858,429.65	93.4%
TOTAL SEWER OPERATING FUND	0	0	-3,918,921.40	223,843.99	1,624,886.13	2,294,035.27	100.0%
TOTAL REVENUES	-12,926,993	-12,926,993	-12,068,563.35	-647,295.65	.00	-858,429.65	
TOTAL EXPENSES	12,926,993	12,926,993	8,149,641.95	871,139.64	1,624,886.13	3,152,464.92	
GRAND TOTAL	0	0	-3,918,921.40	223,843.99	1,624,886.13	2,294,035.27	100.0%

** END OF REPORT - Generated by David Taylor **



WEST HAVEN PUBLIC SCHOOLS

"Schools Committed to Excellence"

West Haven Board of Education
355 Main Street, West Haven, CT 06516

Telephone: (203) 937-4300 ext. 7122 Fax: (203) 931-4736

Matthew Cavallaro
Director of Finance

A handwritten signature in dark ink, appearing to be "MC", is written over the printed name and title.

matthew.cavallaro@whschools.org

April 3, 2024

To: MARB Board Members
Re: February Financials

Enclosed within this document, please find the West Haven Board of Education financials through February 29, 2024. Included in this report is a projection spreadsheet, MUNIS data for period 8, and Year to Date reports for the Alliance and ARP/ESSER III grants.

Through period 8, our spending is in line with historical spending. Our COVID grants will be spent in full within the allotted timeframe of the allowable period. The ARP/ESSER III will be fully expended by June 30, 2024.

Budget Highlights:

- Expenses in line items with no budget amounts are being reviewed and entries are ongoing to correct.
- Grant budgets are being reviewed with Grant managers to ensure expenditures are being directly charged to the grants. Many current encumbrances will be shifted to a grant expenditure.
- Property and Liability Insurance (E12) – Communication between the City and BOE will continue to determine the possible explanation for the significant expense increase for FY24. If this line item continues to be over expended a budget transfer will be brought to the elected Board of Education as well as the MARB.
- Budget transfers will be submitted to the Board of Education. Once approved, the transfers will be submitted to the MARB.

**CITY OF WEST HAVEN
BOARD OF EDUCATION EXPENDITURE REPORT
Feb-24**

Variances favorable/(unfavorable)

	ACTUAL			February		FORECAST		
	FY24 Budget	February YTD Actual	February YTD FY23	YTD %	FY23 YTD	FY24 Projected	February	Δ to Budget
				Budget	% Actual		YTD %	
Superintendent / Principals / Asst.	2,549,163	1,278,269	1,285,310	50.1%	57.4%	2,549,163	50.1%	-
Teachers - Classroom	24,729,029	14,562,423	15,278,431	58.9%	55.8%	24,729,029	58.9%	-
Teachers - Special Education	5,738,604	2,767,734	2,975,982	48.2%	50.2%	5,738,604	48.2%	-
Teachers - Special Area	3,269,796	1,536,510	1,576,063	47.0%	46.3%	3,269,796	47.0%	-
Teachers - Substitutes/Interns	689,815	277,340	252,925	40.2%	36.2%	589,815	47.0%	100,000
Teacher Aides	3,199,671	2,519,434	2,406,619	78.7%	80.4%	3,399,671	74.1%	(200,000)
Pupil Services	1,483,856	681,534	751,112	45.9%	48.0%	1,483,856	45.9%	-
Clerical	1,803,104	1,121,672	1,045,683	62.2%	68.7%	1,803,104	62.2%	-
School Nurses	988,148	432,819	487,600	43.8%	47.6%	888,148	48.7%	100,000
Coordinators/Directors	1,381,409	746,307	773,962	54.0%	72.8%	1,381,409	54.0%	-
Custodial / Maintenance	3,046,402	1,924,835	1,719,949	63.2%	57.0%	3,046,402	63.2%	-
Lunch Aides	300,000	207,306	221,227	69.1%	73.7%	300,000	69.1%	-
Para Subs-Instructional Aides	105,000	121,370	76,669	115.6%	73.0%	154,000	78.8%	(49,000)
Homebound	125,000	37,093	26,505	29.7%	21.2%	72,519	51.1%	52,481
Detached Worker	98,261	42,815	76,914	43.6%	78.3%	98,261	43.6%	-
Athletic Coaches	175,000	125,157	100,213	71.5%	75.9%	175,000	71.5%	-
Adult Education	150,000	109,272	71,105	72.8%	47.4%	150,000	72.8%	-
Severance Pay	300,000	205,636	336,332	68.5%	83.0%	250,000	82.3%	50,000
Student Activity Advisors	100,000	18,983	106,678	19.0%	123.8%	100,000	19.0%	-
Salaries	50,232,258	28,716,509	29,569,279	57.2%	56.6%	50,178,777	57.2%	53,481
Health Insurance	14,825,092	7,864,751	10,717,186	53.1%	80.8%	14,685,092	53.6%	140,000
Medicare Only - Taxes	881,908	473,913	477,133	53.7%	59.4%	881,908	53.7%	-
Social Security	764,786	492,711	481,939	64.4%	69.9%	764,786	64.4%	-
Property & Liability Insurance	525,000	738,070	621,864	140.6%	123.8%	759,570	97.2%	(234,570)
Worker's Compensation	750,000	521,930	568,832	69.6%	103.0%	750,000	69.6%	-
Retirement Contributions	477,406	255,601	250,746	53.5%	77.4%	477,406	53.5%	-
Life Insurance	187,913	204,394	176,786	108.8%	83.1%	244,394	83.6%	(56,481)
Travel / Convention / Dues	77,200	23,601	21,818	30.6%	18.8%	77,200	30.6%	-
Other Benefits & Fixed Charges	146,500	6,600	11,700	4.5%	16.9%	25,000	26.4%	121,500
Benefits & Fixed Charges	18,635,805	10,581,571	13,328,004	56.8%	80.6%	18,665,356	56.7%	(29,551)
Tuition	8,737,214	8,159,791	7,019,800	93.4%	75.5%	9,043,644	90.2%	(306,430)
Bus Service	3,456,687	1,753,814	1,311,500	50.7%	42.9%	3,456,687	50.7%	-
Transportation - Phys. Handicapped	2,037,560	1,486,393	1,099,530	72.9%	72.9%	2,037,560	72.9%	-
Transportation - Regional VOC	320,498	136,872	123,660	42.7%	48.7%	320,498	42.7%	-
Transportation - Student Activities	111,911	109,060	63,209	97.5%	57.9%	111,911	97.5%	-
Student Transportation	5,926,656	3,486,139	2,597,899	58.8%	52.7%	5,926,656	58.8%	-
Site Repairs & Improvements	1,096,939	1,011,980	1,445,974	92.3%	201.2%	1,096,939	92.3%	-
Electricity	1,208,733	868,933	848,614	71.9%	80.2%	1,208,733	71.9%	-
Heating	464,487	273,147	324,550	58.8%	61.9%	400,487	68.2%	64,000
Water	103,919	74,783	133,248	72.0%	99.3%	103,919	72.0%	-
Telephone & Communications	364,178	216,246	137,366	59.4%	42.6%	250,178	86.4%	114,000
Building Security	388,740	409,477	445,932	105.3%	115.3%	388,740	105.3%	-
Solid Waste / Recycling	220,833	194,645	224,048	88.1%	114.3%	220,833	88.1%	-
Operation of Plant	3,847,829	3,049,211	3,559,732	79.2%	106.5%	3,669,829	83.1%	178,000
Photocopy Services	383,309	295,451	347,000	77.1%	128.6%	383,309	77.1%	-
Consultant Services	525,000	340,838	378,336	64.9%	145.5%	525,000	64.9%	-
Police And Fire	75,000	715	592	1.0%	0.8%	2,500	28.6%	72,500
Printing / Postage / Supplies	117,850	65,578	74,727	55.6%	102.8%	85,850	76.4%	32,000
Other Services	60,000	-	-	0.0%	0.0%	60,000	0.0%	-
Purchased Services	1,161,159	702,582	800,655	60.5%	73.2%	1,056,659	66.5%	104,500
Instruction	1,419,500	1,271,858	915,197	89.6%	68.8%	1,419,500	89.6%	-
Board of Education	89,960,421	55,967,661	57,790,566	62.2%	65.1%	89,960,421	62.2%	-

Note : YTD actuals exclude encumbrances



YEAR-TO-DATE BUDGET REPORT

FOR 2024.08

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
101 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
A01 TUITION	8,737,214	0	8,737,214	8,159,791.13	3,624,814.94	-3,047,392.07	134.9%
B04 CONTRACTED BUS SERVICE/PUBLIC	3,172,579	0	3,172,579	1,632,855.18	917,501.20	622,222.62	80.4%
B06 BUS SERVICE: NON PUBLIC SCHOOL	284,108	0	284,108	120,958.64	61,547.66	101,601.70	64.2%
B08 TRANSPORTATION: REG VOC-TECH-	243,627	0	243,627	102,546.08	52,780.00	88,300.92	63.8%
B10 TRANSPORTATION: REG VOC-AG	76,871	0	76,871	34,326.10	21,112.00	21,432.90	72.1%
B12 TRANSPORT: PHYS. HANDICAPPED	2,037,560	0	2,037,560	1,486,393.25	519,400.56	31,766.19	98.4%
B16 TRANSPORTATION: STDNT ACTIVITY	111,911	0	111,911	109,060.47	57,579.94	-54,729.41	148.9%
C04 SALARY - SUPERINTENDENT	190,759	0	190,759	160,232.35	.00	30,526.65	84.0%
C06 SALARY - ASST. SUPERINTENDENT	160,000	0	160,000	123,505.67	.00	36,494.33	77.2%
C07 SALARY - CLERICAL: BLAKE ADMIN	956,176	0	956,176	633,780.54	.00	322,395.46	66.3%
C10 SALARY - PRINCIPALS	1,246,610	0	1,246,610	674,731.26	.00	571,878.74	54.1%
C12 SALARY - ASST. PRINCIPALS	951,794	0	951,794	319,800.10	.00	631,993.90	33.6%
C14 SALARY - COORD & DIRECTORS	1,381,409	0	1,381,409	746,307.46	.00	635,101.54	54.0%
C16 SALARY - CLASSROOM TEACHERS	24,729,029	0	24,729,029	14,562,423.49	.00	10,166,605.51	58.9%
C18 SALARY - SPECIAL ED TEACHERS	5,738,604	0	5,738,604	2,767,733.67	.00	2,970,870.33	48.2%
C20 SALARY - ADULT EDUCATION	150,000	0	150,000	109,272.20	.00	40,727.80	72.8%
C22 SALARY - HOMEBOUND	125,000	0	125,000	37,092.60	.00	87,907.40	29.7%
C24 SALARY - SPECIAL AREA TEACHERS	3,269,796	0	3,269,796	1,536,509.79	.00	1,733,286.21	47.0%
C26 SALARY - PUPIL SERVICES	1,483,856	0	1,483,856	681,533.50	.00	802,322.50	45.9%
C28 SALARY - CLERICAL: SECOND. SCH	546,054	0	546,054	341,106.04	.00	204,947.96	62.5%
C30 SALARY - CLERICAL: ELEM. SCH.	270,874	0	270,874	143,093.79	.00	127,780.21	52.8%
C32 SALARY - SUBSTITUTE CLERKS	30,000	0	30,000	3,691.14	.00	26,308.86	12.3%
C34 SALARY - LUNCH AIDES	300,000	0	300,000	207,306.07	.00	92,693.93	69.1%
C36 SALARY - TEACHER AIDES	3,199,671	0	3,199,671	2,519,434.37	.00	680,236.63	78.7%
C38 SALARY - PARA SUBSTITUTES	105,000	0	105,000	121,369.65	.00	-16,369.65	115.6%
C40 SALARY - DETACHED WORKER	98,261	0	98,261	42,814.60	.00	55,446.40	43.6%
C42 SALARY - SUBSTITUTE TEACHERS	689,815	0	689,815	277,340.77	.00	412,474.23	40.2%
C44 SALARY - SEVERANCE PAY	300,000	0	300,000	205,636.44	.00	94,363.56	68.5%
C46 SALARY - NURSES: PUBLIC	837,668	0	837,668	379,844.04	.00	457,823.96	45.3%
C48 SALARY - NURSES: NON-PUBLIC	150,480	0	150,480	52,974.92	.00	97,505.08	35.2%
C58 SALARY - CUSTODIANS	1,923,892	0	1,923,892	1,275,535.45	37,861.50	610,495.05	68.3%
C60 SALARY - SUBSTITUTE CUSTODIANS	105,000	0	105,000	.00	.00	105,000.00	.0%
C62 SALARY - O/T CUSTODIANS	79,638	0	79,638	-16,952.26	.00	96,590.26	-21.3%
C64 SALARY - MAINTENANCE	861,073	0	861,073	666,251.97	.00	194,821.03	77.4%
C66 SALARY - O/T MAINTENANCE	60,799	0	60,799	.00	.00	60,799.00	.0%
C68 SALARY - STUDENT ACTIVITY ADV.	100,000	0	100,000	18,982.73	.00	81,017.27	19.0%
C70 SALARY - ATHL COACHES: HS	175,000	0	175,000	125,157.17	.00	49,842.83	71.5%
C72 SALARY - CUST COMMUNITY SVCS	16,000	0	16,000	.00	.00	16,000.00	.0%
D04 ELECTRICITY	1,208,733	0	1,208,733	868,933.25	134,140.97	205,658.78	83.0%
D08 WATER	103,919	0	103,919	74,782.61	5,584.25	23,552.14	77.3%
D10 TELEPHONE & COMMUNICATIONS	364,178	0	364,178	88,857.21	1,963.50	273,357.29	24.9%
D12 RUBBISH REMOVAL	220,833	0	220,833	194,645.82	29,503.95	-3,316.77	101.5%
D14 CUSTODIAL SUPPLIES	0	0	0	216,564.68	49,984.78	-266,549.46	100.0%
D16 HEAT FOR BUILDINGS	464,487	0	464,487	273,147.43	90,545.36	100,794.21	78.3%



YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR:	ORIGINAL	TRANSFRS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
101 GENERAL FUND	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
D18 EQUIPMENT - OPERATION OF PLANT	0	0	0	6,227.26	12,531.92	-18,759.18	100.0%
D20 REPAIR TO BUILDINGS	846,939	0	846,939	651,176.95	107,710.14	88,051.91	89.6%
D22 UPKEEP OF GROUNDS SUPPLIES	0	0	0	83,776.00	8,674.70	-92,450.70	100.0%
D24 BUILDING SECURITY	388,740	0	388,740	409,477.66	.00	-20,737.66	105.3%
D26 GAS, OIL & GREASE	0	0	0	14,296.73	.00	-14,296.73	100.0%
D28 REPAIR TO EQUIPMENT: MAINT.	0	0	0	2,035.35	166.98	-2,202.33	100.0%
D30 OTHER EXPENSES: MAINTENANCE	0	0	0	16,060.34	19,305.69	-35,366.03	100.0%
D32 EQUIPMENT - MAINT. OF PLANT	0	0	0	11,220.72	3,995.81	-15,216.53	100.0%
D34 IMPROVEMENT TO SITES	250,000	0	250,000	138,011.39	12,685.06	99,303.55	60.3%
E02 CENTRAL OFFICE - TRAVEL	77,200	0	77,200	478.40	.00	76,721.60	.6%
E04 CENTRAL OFFICE - DUES & CONF.	0	0	0	2,700.00	.00	-2,700.00	100.0%
E06 TRAVEL CONV. & DUES: TCHRS/ADM	0	0	0	20,422.82	442.50	-20,865.32	100.0%
E08 PROFESSIONAL CERT. REIMBURSMT	46,500	0	46,500	6,600.00	1,500.00	38,400.00	17.4%
E12 PROPERTY & LIABILITY INSURANCE	525,000	0	525,000	738,070.25	.00	-213,070.25	140.6%
E14 HEALTH INSURANCE: CERTIFIED	9,847,344	0	9,847,344	4,937,199.60	40,799.38	4,869,345.02	50.6%
E16 LIFE INSURANCE: CERTIFIED	187,913	0	187,913	204,394.06	.00	-16,481.06	108.8%
E18 SOCIAL SECURITY	764,786	0	764,786	492,710.86	.00	272,075.14	64.4%
E20 RETIREMENT CONTRIBUTIONS	477,406	0	477,406	255,601.38	.00	221,804.62	53.5%
E22 MEDICARE ONLY - TAXES	881,908	0	881,908	473,912.64	.00	407,995.36	53.7%
E24 UNEMPLOYMENT COMPENSATION	100,000	0	100,000	.00	.00	100,000.00	.0%
E26 HEALTH INSURANCE: NON-CERT	4,977,748	0	4,977,748	2,927,551.13	66,905.10	1,983,291.77	60.2%
E30 WORKER'S COMPENSATION	750,000	0	750,000	521,929.21	.00	228,070.79	69.6%
F02 POSTAGE	60,000	0	60,000	26,365.00	.00	33,635.00	43.9%
F04 PRINTING & PUBLISHING	0	0	0	1,403.00	.00	-1,403.00	100.0%
F06 PHOTOCOPY SERVICES	383,309	0	383,309	294,048.53	91,707.54	-2,447.07	100.6%
F08 BOE MISC. EXPENSE	0	0	0	374.95	.00	-374.95	100.0%
F12 CONSULTANT SERVICES	260,000	0	260,000	185,817.00	55,647.50	18,535.50	92.9%
F14 SERVICE CONTRACTS	265,000	0	265,000	155,021.15	.00	109,978.85	58.5%
F18 BOE - OFFICE SUPPLIES	3,150	0	3,150	2,021.53	535.00	593.47	81.2%
F20 CENTRAL OFFICE - SUPPLIES	26,000	0	26,000	24,994.82	12,669.67	-11,664.49	144.9%
F22 CENTRAL OFFICE - MISC. EXPENSE	0	0	0	3,203.25	220.00	-3,423.25	100.0%
F26 POLICE & FIRE	75,000	0	75,000	715.72	.00	74,284.28	1.0%
F28 BOE - DUES & CONFERENCES	25,200	0	25,200	5,533.00	4,415.00	15,252.00	39.5%
F30 SUBSCRIPTIONS	3,500	0	3,500	3,085.00	.00	415.00	88.1%
F34 FITZGERALD COMPLEX	60,000	0	60,000	.00	.00	60,000.00	.0%
G02 ANSWERING SERVICE	10,850	0	10,850	.00	.00	10,850.00	.0%
G04 REPAIR TO EQUIPMENT: INSTRUCT.	25,000	0	25,000	2,000.00	2,163.50	20,836.50	16.7%
G06 MISC. EXPENSES	0	0	0	8,657.64	10,982.86	-19,640.50	100.0%
G08 ELEM. READING DEVELOPMENT	12,000	0	12,000	9,156.75	2,843.72	-.47	100.0%
G10 TEACHING SUPPLIES	504,400	0	504,400	502,202.07	64,314.08	-62,116.15	112.3%
G12 TEXTBOOKS	225,000	0	225,000	166,272.14	8,570.29	50,157.57	77.7%
G14 PERIODICALS	13,500	0	13,500	13,500.00	.00	.00	100.0%
G16 EDUCATIONAL MEDIA SUPPLIES	0	0	0	10,416.15	765.00	-11,181.15	100.0%
G18 STANDARDIZED TESTING PROGRAM	54,750	0	54,750	.00	1,800.00	52,950.00	3.3%



YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
101 GENERAL FUND							
G20 CURRICULUM IMPROVEMENT	45,000	0	45,000	17,652.92	27,347.25	- .17	100.0%
G22 LIBRARY BOOKS	42,500	0	42,500	28,119.78	693.00	13,687.22	67.8%
G26 EQUIPMENT - NON INSTRUCTIONAL	20,000	0	20,000	31,895.37	6,538.00	-18,433.37	192.2%
G28 EQUIPMENT - INSTRUCTIONAL	0	0	0	25,454.73	4,047.00	-29,501.73	100.0%
G29 EQUIPMENT - TECHNOLOGY	320,000	0	320,000	275,031.72	3,534.67	41,433.61	87.1%
G30 PSYCHIATRIC SERVICES	0	0	0	26,770.10	9,976.20	-36,746.30	100.0%
G32 MEDICAL SERVICES - SUPPLIES	36,500	0	36,500	9,980.16	3,820.80	22,699.04	37.8%
G34 MEDICAL SERVICES - MISC. EXP.	0	0	0	19,365.83	11,704.00	-31,069.83	100.0%
G36 EQUIPMENT: MEDICAL SERVICES	10,000	0	10,000	.00	.00	10,000.00	.0%
G38 EQUIPMENT & SUPPLIES: ACTIV.	100,000	0	100,000	125,382.62	10,931.38	-36,314.00	136.3%
TOTAL GENERAL FUND	89,960,421	0	89,960,421	55,967,665.05	6,214,264.35	27,778,491.60	69.1%



YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	YTD ACTUAL	ENCUMBRANCES	AVAILABLE	PCT
459 TEACHERS REFORM ALLIANCE(ECS)	APPROP	ADJSTMTS	BUDGET			BUDGET	USE/COL

S60 TEACHERS REFORM ALLIANCE

S60V25RC 61110	CERTIFIED PERSON	0	0	0	178,478.28	.00	-178,478.28	100.0%
S60V25RC 61112	SALARY TEACHERS	0	0	0	1,486,274.01	.00	-1,486,274.01	100.0%
S60V25RC 63220	INST. PROG. IMPR	0	0	0	502,327.22	.00	-502,327.22	100.0%
S60V25RC 63300	OTHER PROFESSION	0	0	0	993,751.16	165,260.88	-1,159,012.04	100.0%
TOTAL TEACHERS REFORM ALLIANCE		0	0	0	3,160,830.67	165,260.88	-3,326,091.55	100.0%
TOTAL TEACHERS REFORM ALLIANCE(ECS)		0	0	0	3,160,830.67	165,260.88	-3,326,091.55	100.0%
TOTAL EXPENSES		0	0	0	3,160,830.67	165,260.88	-3,326,091.55	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 08

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
462 ARP/ESSER III							
000 NULL							
46270045 45290 STATE MISCELLANE	0	0	0	-7,199,515.00	.00	7,199,515.00	100.0%
TOTAL NULL	0	0	0	-7,199,515.00	.00	7,199,515.00	100.0%
535 UNUSED							
S62V29SG 61112 SALARY TEACHERS	4,500,000	0	4,500,000	125,000.00	.00	4,375,000.00	2.8%
S62V29SG 63300 OTHER PROFESSION	1,500,000	9,781,456	11,281,456	4,742,129.53	505,163.66	6,034,162.81	46.5%
S62V29SG 66110 INSTRUCTIONAL SU	1,100,000	2,595,000	3,695,000	1,627,925.86	.00	2,067,074.14	44.1%
TOTAL UNUSED	7,100,000	12,376,456	19,476,456	6,495,055.39	505,163.66	12,476,236.95	35.9%
TOTAL ARP/ESSER III	7,100,000	12,376,456	19,476,456	-704,459.61	505,163.66	19,675,751.95	-1.0%
TOTAL REVENUES	0	0	0	-7,199,515.00	.00	7,199,515.00	
TOTAL EXPENSES	7,100,000	12,376,456	19,476,456	6,495,055.39	505,163.66	12,476,236.95	