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# 2020-2021 ADOPTED BUDGET

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**MARK D. BOUGHTON, MAYOR  
CITY OF DANBURY  
CONNECTICUT**







# CITY OF DANBURY

## 2020-2021 ADOPTED BUDGET

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## **CITY OF DANBURY, CONNECTICUT**

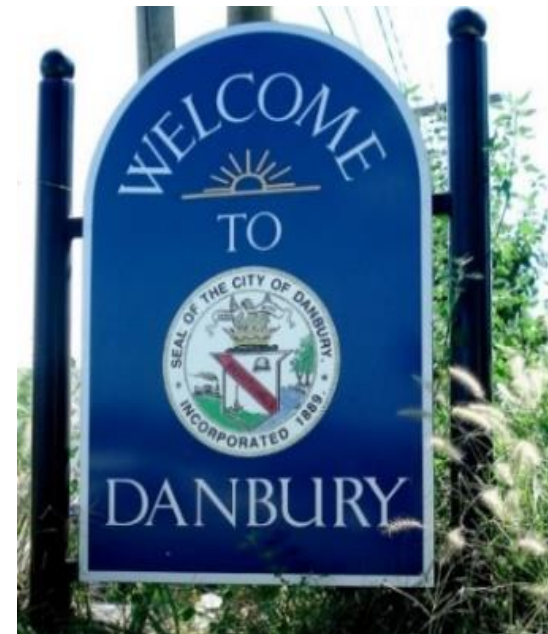
Danbury is the largest city in northern Fairfield County and the 7<sup>th</sup> largest City in Connecticut. Also, Danbury has routinely been recognized as one of the safest large cities in Connecticut and New England. The City is 44.3 square miles (42.1 square miles of land and 2.2 square miles of water) and has 242 miles of streets. Traversed by I-84 and Route 7, and adjacent to I-684, Danbury is easily accessible to New York City, Hartford and Norwalk, all of which are within 60 miles. Danbury is also accessible by Danbury Municipal Airport, which is the second busiest municipal airport in the New England region.

According to the 2017 U.S. Census estimates, Fairfield County is one of the wealthiest counties in the United States, with a median household income of \$89,773 for the County, and \$68,068 for the City. Danbury, with an estimated population ([2020 CT State Data Center](#)) of 84,891 is diversely populated. Residents represent more than 60 nationalities, and students entering Danbury public schools speak over 45 different languages. Danbury is a hub for retail shopping, and the Danbury Fair Mall remains the largest mall in New England.

The City of Danbury was recognized for its high standard of living by the financial web site “24/7 Wall Street”, and ranked as one of the nation’s “Best Cities to Live in the United States”, and the only one in Connecticut. Cultural activities abound in the City through Richter Park, which was ranked by the Boston Globe in the top ten places to play in New England, Candlewood Lake – the largest man-made lake in New England, Tarrywile Park and Mansion and several other smaller sites, museums and festivals. Western Connecticut State University, one of four State Universities, is located in the City.

The City was incorporated in 1889 and operates under a Charter that was last revised in November, 2009. The City is governed by a Mayor, who serves a two-year term and a twenty-one member City Council, two from each of the seven City wards, and seven at-large. The current City Council consists of 11 Republicans and 10 Democrats. The Mayor is the Chief Executive and the City Council is the legislative body.

The City of Danbury’s municipal government provides a full range of services including education, police, fire, planning and zoning, constructions and maintenance of highways, streets, storm and sanitary sewers and infrastructure, health and social services, parks and recreational activities, cultural events and a municipal airport. Approximately 2,000 full-time municipal and Board of Education employees provide services to the Danbury community.





## **A BRIEF HISTORY OF DANBURY**

“Danbury’s location has been the key to its success.” This statement remains as true today as it was when Danbury served as a supply depot for the Patriots in the Continental Army during the American Revolution. Eight families from the Norwalk and Stamford areas settled in Danbury in 1684. The founding fathers, Thomas Barnum, James Beebe, James Benedict, Samuel Benedict, Francis Bushnell, Judah Gregory, John Hoyt, and Thomas Taylor wanted to name their new town, Swampfield, but in October 1687 the general court decreed that the town would be named after Danbury in Essex, England. Trade flourished between Danbury and the coastal towns. As Danbury grew, local farmers had a surplus of food, but were unable to supply all of the goods required by its residents, which created a need for a turnpike. Later, as farms were established in outlying areas, paths and trails branched out from the original main street of the town. Eventually, Danbury became a hub for travel and business, being equidistant from New York and Hartford, and at the intersection of the north-south route from Litchfield County to Long Island Sound.

After the British looted and burned Danbury (known as “Tyron’s Raid”) in April of 1777, fewer people farmed the land. Danbury became a base of trade for the local craftsmen, who produced hats, combs, hoes, harnesses, cloth, tin ware and clocks. The first hat factory was established in 1780, and Danbury acquired the nickname: “The Hat City” (but was also known as the “Hat City of the World”) because of its hat manufacturing industry. The industry flourished throughout the 1800’s until a general economic slowdown in the 1890’s precipitated a gradual decline in the hatting industry.

However, the industry was somewhat revived by orders from the federal government during World War I and the fashion trends of the 1920’s. The Great Depression was the beginning of the final decline of the hatting industry and the last hat factory closed in 1987.

It is estimated that the City’s hatting industry produced over 5,000,000 hats per year at the peak of the industry.

Most of the factories were located along the banks of the Still River, which was an important part of the hat manufacturing success since large quantities of water were needed for the process.



## **A BRIEF HISTORY OF DANBURY (continued)**

As new businesses and manufacturing shops developed in the center of town, they became distinct from the rural community, and Main Street and the surrounding area were granted borough privileges in 1822. Just prior to World War I, most of the growth was in the central business district, while the town remained rural and agricultural. With the introduction of the automobile, improvements were made to main highways and new State routes were constructed. The new roadsides attracted additional business: gasoline stations, repair garages, produce stands, refreshment stands, just to name a few. In the 1920's and 1930's, farming declined and the rural areas saw many changes: roads were paved, city people began to build homes in the countryside, and the Wooster School was established. The automobile also gave individuals the option to travel outside of the central business district, and new shopping centers and smaller businesses were developed outside of town. Danbury was incorporated on April 19, 1889, but it was not until 1965 that the Town of Danbury and the City of Danbury merged into what is today's City of Danbury.

The population in Danbury steadily grew from its first settlement, however the town did experience a decline prior to World War I. The population increased again in the 1920's, jobs increased, and Danbury retained its notoriety as a regional trading center.

Candlewood Lake, the largest body of fresh water in Connecticut, was also created during this decade, which eventually led to the development of homes, seasonal cottages and farms. Lake front acreage was highly sought after by speculators and developers, and subsequently many lakefront communities were established. In 1928, several local aviators purchased Tucker Field (near what is now the Danbury Fair Mall) and leased the property to the town for an airport, which is now known as Danbury Municipal Airport.



After World War II, Danbury experienced a major housing boom. In two decades, the population increased by 67%. As per the Housatonic Valley Council of Elected Officials, "The boom in residential growth reflected not only the outward expansion of the New York metropolitan area and easy accessibility of the Danbury area for commuting to other centers, but also a significant turnaround in Danbury's economy."

In the ten-year period between the 2000 census and the 2010 census, the population increased by 8.1% (state population increased by 4.9%). In today's Danbury, the City's elected officials remain committed to providing its high quality of municipal services as more homes, condominiums, and apartment buildings are constructed to meet the increase in population and the growth in economic development.

## GFOA DISTINGUISHED BUDGET PRESENTATION AWARD

The GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting and then to recognize individual governments that succeed in achieving that goal.

Each budget document submitted to the program is evaluated separately by three reviewers. Each reviewer rates a given budget document as being either not proficient, proficient, or outstanding in regards to 27 specific criteria. The criteria structure of the Budget Awards Program evaluates budget documents in four major categories: as a policy document, a financial plan, an operating guide and a communications device. Reviewers also provide an overall rating for each of the basic categories. To receive the award, a budget document must be rated either proficient or outstanding by at least two of the three reviewers for all four basic categories, as well as for 14 of the 27 specific criteria identified as "mandatory."

*The GFOA presented a Distinguished Budget Presentation Award to the City of Danbury, Connecticut for its most recent budget document, the 2019-2020 Adopted Budget, and for the previous fifteen years. The awarded is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.*





## City of Danbury, Connecticut

## City-Wide Mission Statement

*The City of Danbury's mission is to ensure a superior quality of life for its citizens by providing the most cost effective municipal services while preserving the cultural, historical and natural resources of the City.*

*We are committed to working with citizens to enhance Danbury's position as a premier place to live, work and raise a family in a traditional yet progressive community.*



### SEAL OF DANBURY

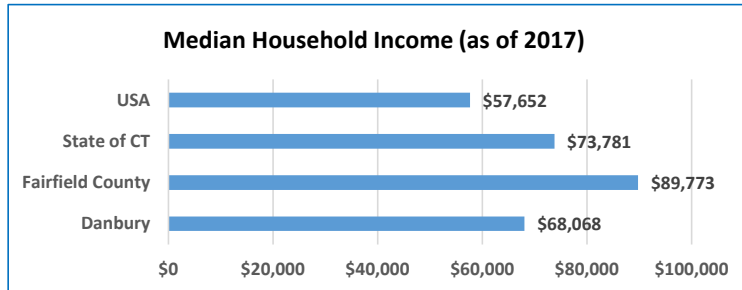
“**We Have Restored**” and “**Let Us Go Forward**” are the mottoes on the official Seal of Danbury. “**We Have Restored**” is the central motto and appears on the red diagonal band across the shield. The second motto appears in the beak of the phoenix rising from the fiery crown at the top of the shield. The seal also depicts: Establishment of the railroad in 1852, the hatting industry (symbolized by the derby hat), Wooster Monument, a reference to the British burning of Danbury in 1777, water symbolizing the flood of 1869 caused by a break in the Kohanza Reservoir dam, and the elm trees signifying Elmwood Park.

#### SOURCES:

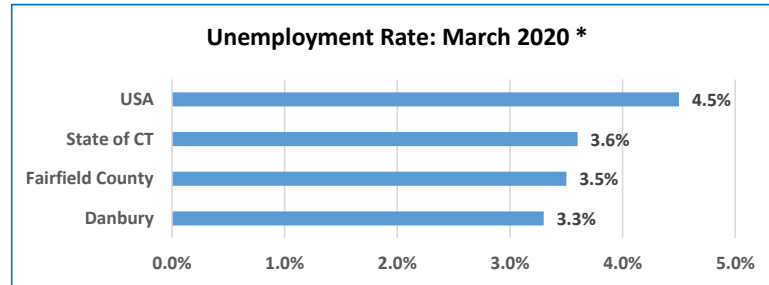
- Images of America, Danbury, Danbury Museum and Historical Society, Wikipedia website - history of Danbury, HVCEO website, “Changing Land Use in Danbury, Connecticut”, and looking for adventure website, “History of Danbury, Connecticut.”
- Estimated 2019 Population: <https://www.census.gov/data/datasets/time-series/demo/popest/2010s-total-cities-and-towns.html>
- Median Household Income data: [https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml#](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml#)

## CITY OF DANBURY DEMOGRAPHICS

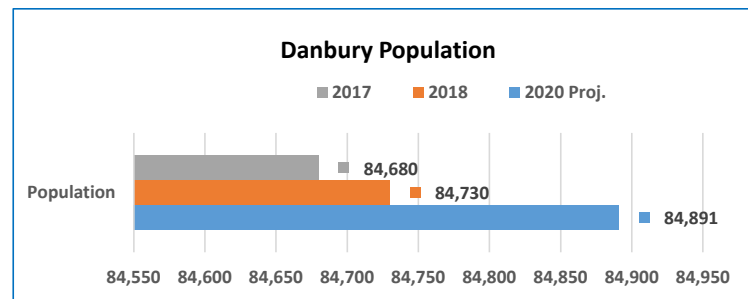
Keeping in stride with our Mission Statement, the City strives to maintain Mission Statement core values:



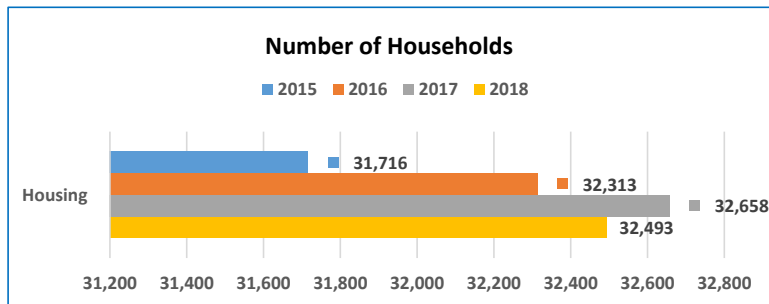
Source: [https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml)



Source: <https://www1.ctdol.state.ct.us/lmi/laus/lmi123.asp>



Source: <http://data.ctdata.org/visualization/census-annual-population-estimates-by-town?v=table&f={%22Town%22:%20%22Danbury%22,%20%22Variable%22:%20%22Estimated%20Population%22,%20%22Measure%20Type%22:%20%22Number%22}>



Source: <https://data.census.gov/cedsci/table?q=danbury,%20ct&g=1600000US0918430&tid=ACSDP1Y2018.DP05>

Ranked **7th largest** city in State of Connecticut, Danbury's population has steadily increased. The **unemployment rate** reflects pre-COVID-19 statistics.

**CITY OF DANBURY**  
**Honorable Mark D. Boughton, Mayor**

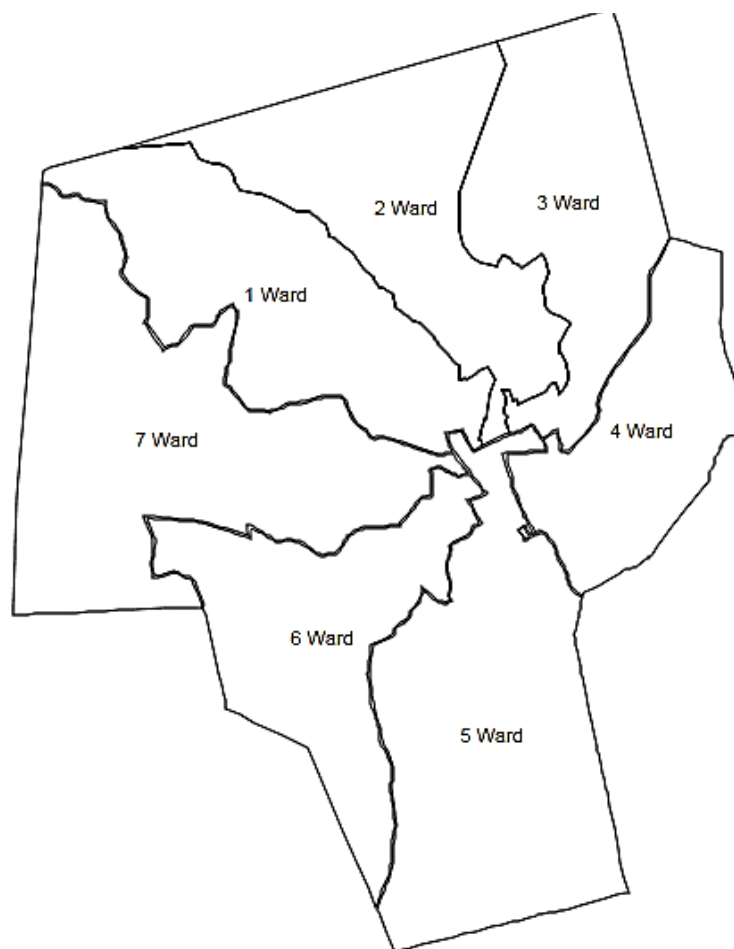
**CITY COUNCIL MEMBERS**

<b>At Large</b>	
Roberto Lopes Alves	(D)
Emile G. Buzaid, Jr.	(R)
Michael J. Esposito	(R)
Colleen Stanley	(R)
Warren Levy	(R)
Robert J. Taborsak	(D)
Frank R. Salvatore, Jr.	(D)

<b>1<sup>ST</sup> Ward</b>	
Irving M. Fox	(R)
John Priola	(R)

<b>2<sup>nd</sup> Ward</b>	
Vinny DiGilio	(R)
Elmer Palma	(R)

<b>3<sup>rd</sup> Ward</b>	
Jack Knapp	(R)
Joseph A. Cavo*	(R)



<b>4<sup>th</sup> Ward</b>	
John J. Esposito III	(D)
Farley Santos	(D)

<b>5<sup>th</sup> Ward</b>	
Duane E. Perkins	(D)
Frederick L. Visconti, Jr.	(D)

<b>6<sup>th</sup> Ward</b>	
Benjamin Chianese	(D)
Paul T. Rotello	(D)

<b>7<sup>th</sup> Ward</b>	
Nancy Cammisa	(R)
Richard W. Molinaro	(D)

**\*President of City Council**

City Council Members were elected on November 5, 2019 for a two year term. Their term expires on December 1, 2021.





**CITY OF DANBURY  
OFFICE OF THE MAYOR  
DANBURY, CONNECTICUT 06810**

**MARK D. BOUGHTON  
MAYOR**

**(203) 797-4511  
FAX: (203) 796-1666**

July 1, 2020

The Members of the City Council  
The Citizens of the City of Danbury

I am pleased to present the Budget for the fiscal year commencing July 1, 2020 and ending on June 30, 2021.

The City's adopted budget ensures long-term fiscal sustainability, tackles important community priorities, and addresses the anticipated economic challenges resulting from the COVID-19 pandemic. We focused on the fundamental principles as listed in the City's Mission Statement to maintain this delicate balance:

***To ensure a superior quality of life for its citizens by providing the most cost-effective municipal services while preserving the cultural, historical and natural resources of the City.***

As a City government closely rooted with our citizens, the Fiscal Year 2020-2021 Budget reflects our core values by focusing on Public Safety, Education, and the community's infrastructure needs. To ensure a superior quality of life for our Danbury Community, we must first secure every aspect relating to the safety of those who live here and visit our community as bravely demonstrated by the heroic response by every one of our first responders during this COVID-19 Crisis. The many cultural, historical and natural resources of which we enjoy today has its foundation rooted in Danbury's traditionally strong educational system. The growing educational demands and the increase in population impacts the City's infrastructure of road, bridges and housing, all of which require a vast amount of planning and coordination of resources. As Danbury's growth continues, we must address the growing public safety, educational and infrastructure needs, and help small businesses manage through this national economic crisis; all while facing potentially significant and sudden reductions in state aid.

## **Mayor's Message (Continued)**

### ***COVID-19 Global Pandemic***

The outbreak of COVID-19, a respiratory virus caused by a new strain of coronavirus, has been declared a Public Health Emergency of International Concern by the World Health Organization. On March 13, 2020, in response to the COVID-19 outbreak, the President of the United States declared a national emergency. The spread of the virus has affected travel, commerce and financial markets globally, and is expected to affect global, national and state economic growth. Financial markets in the United States and throughout the world have seen a significant increase in volatility attributed to COVID-19 concerns, including significant declines in the stock and bond markets.

In the State of Connecticut, the Governor declared a state of emergency on March 10, 2020 as a result of the COVID-19 outbreak. The Governor has issued numerous Executive Orders prohibiting certain activities in an attempt to slow the spread of COVID-19, including cancellation of all public-school classes for all students, restrictions on the number of people who can attend gatherings of all types, reduction and suspension of activity at state offices, agencies and facilities, limiting restaurants to take-out and delivery service only, and the closure of all non-essential businesses. The Governor also issued Executives Orders which modified deadlines, budget adoption procedures, and gave broad local authority as necessary during the COVID-19 crisis. The State has a dedicated website providing up-to-date information concerning the State's actions in response to the COVID-19 virus, including the Executive Orders, at: [CT.Gov/coronavirus](https://www.ct.gov/coronavirus).

On April 1, 2020, the Governor issued Executive Order No. 7S entitled "Protection of Public Health and Safety During COVID-19 Pandemic and Response – Safe Stores, Relief for Policyholders, Taxpayers, and Tenants", which was subsequently amended by Executive Order No. 7W issued April 9, 2020 (as amended, "Executive Order No. 7S"). Section 6 of Executive Order No. 7S established two programs, a "Deferment Program" and a "Low Interest Rate Program". The Deferment Program, for the period April 1, 2020 through and including July 1, 2020, offers eligible taxpayers, businesses, non-profits, and residents a deferment by three (3) months of any taxes on real property, personal property or motor vehicles, or municipal water, sewer and electric rates, charges or assessments for such tax, rate, charge, or assessment from the time it became due and payable. Eligible taxpayers, businesses, non-profits, and residents are those that attest to or document significant economic impact by COVID-19, and/or those that document they are providing relief to those significantly affected by the COVID-19 pandemic. On April 7, 2020, the Danbury City Council approved a resolution adopting the "Deferment Program" pursuant to Executive Order No. 7S.

### ***"We've seen how the worst of times can bring out the best in people"***

The COVID-19 pandemic hit our Danbury community fast and disproportionately compared to other communities. When we realized our PPE (personal protective equipment) resources were becoming depleted, we asked the Danbury community for their help. The response was immediate and incredibly overwhelming with the outpouring of donations of PPE (personal protective equipment), hand sanitizer, food, etc. from individuals, businesses and organizations. I am so proud of our Danbury Community!

## **Mayor's Message (Continued)**

All of us will need to work together to find a “new normal” in a post COVID-19 world. Some changes will work well from the onset and some may not and will require fine tuning to get it right. We kindly ask for your patience, understanding, and as always, to share your constructive suggestions for improvements with us. Nevertheless, at some time in the very near future, you will be able to visit City Hall (and other city buildings) to conduct city business. We still encourage you to visit the City's web site to conduct city business on-line, whenever possible.

Of course, all social distancing protocols must be followed: meetings by appointment, masks must be worn, follow recommended traffic routing, maintain six feet apart, and use lots of hand sanitizer. I can assure you that all these changes will be for your safety and the safety of the employees.

### ***Rising to the Occasion and responding to the needs of our citizens***

The FY 2020-2021 Budget demonstrates a heightened sensitivity and awareness during this COVID-19 pandemic and resulting national economic crisis to the tax burden for those who own property within the City of Danbury. For the second consecutive year, no more will be asked of the Danbury tax payer to pay for City services. The FY 2020-2021 Budget Plan will continue to prioritize investments in Public Safety, Education, and Infrastructure. Investing and developing a cost-effective plan for the delivery of these municipal services has been a necessary, but arduous task. The FY 2020-2021 Budget Plan illustrates that we are preparing for the future growth and progress of the city while not burdening the tax payers with a tax increase.

Despite the financial uncertainties, ***we remained committed to policies and objectives that have resulted in the City of Danbury as being recognized nationally as one of the “Top 50 Most Livable Cities in America” because of our focus on quality of life issues, placing an emphasis on Public Safety, Education and Infrastructure.***

The City of Danbury is much more resourceful and prudent in our decision-making because we have had to re-think how we do business in response to the unreliable revenues from the State as a result of their desperate financial situation combined with the national economic crisis.

### **Regardless of the current national financial crisis, the City remains steadfast on preserving the quality of life for our citizens by:**

- (1) Continuing maintenance and repair of drainage, road improvements projects, water/sewer upgrades and replacements, bridge and sidewalk improvements, technology, Public Works and Public Safety upgrades
- (2) Maintaining school buildings with ongoing roof repair projects, technology improvement programs and investing in efficient HVAC programs.
- (3) Improving our transportation network with vehicle upgrades and fleet additions
- (4) Upgrading parks and recreational facilities with playground and park safety measures and exterior repairs
- (5) Creating/expanding new educational programs to meet the demands of today's student population and tackle the achievement gap in the school system.



## **Mayor's Message (Continued)**

We listen to you and then make the necessary investments that support the overall mission of our City as expected and needed by our Danbury residents. As a result, one of the cornerstones of responding to our residents has been the UNIT Housing Coordinator, hired to enforce housing codes and address housing code issues. Each year, the UNIT responds to well over 1,000 calls for exterior blight orders and warnings, property cleanup, unsafe living conditions and vehicle violations, all of which affects property values.

The Office of Business Advocacy oversees economic development efforts throughout the city and acts as a bridge between city government and businesses to develop Danbury's corporate base. We must continue attracting businesses through creative strategies, business conferences and other developmental means, as they help to stimulate our local economy. The Office of Business Advocacy is developing a comprehensive growth strategy to maximize opportunities for current and future business partners.

The Grand List represents the City's tax base, comprised of Real Property, Personal Property and Motor Vehicles on which is the basis for levying taxes. The City of Danbury's Grand List has realized a steady growth of over the last several years. Simply stated, when the Grand List grows, revenue grows. Grand list growth supports long-term and short-term investments in Public Safety, Education, and Infrastructure. Grand List growth refers to expansion, new construction, vehicles or new commercial property in the City. This is different from changes in the grand list that occur because of revaluation of all existing Real Estate properties occurring over a five (5) year period. A revaluation process does not affect personal property and motor vehicle values.

The October 2019 Taxable Grand List grew by 54,664,850 or .70%, generating about \$1.4 million in additional tax revenues. As property values of different asset classes increase or decrease, they take on varying shares of the tax burden. As we realized with the October 1, 2017 revaluation, there was a noticeable shift within residential real estate types but not too much between residential real estate to commercial real estate. Revaluations do not necessarily increase taxes; however, they may result in shifts within the City's tax burden because of changes in property assessments. The next Revaluation of Real Estate properties will not occur until October 1, 2022.

## **Mayor's Message (Continued)**

***Danbury continues to be recognized as one of the safest large cities in Connecticut and in New England.***

***The Water and Sewer funds were also impacted by a national shutdown of businesses during the COVID-19 Pandemic because their operations are funded primarily by metered sales and usage activities. Consequently, Water and Sewer rates will necessarily increase by 3.0% to help offset the usage reduction and to partially fund a debt service reserve associated with the \$112 million Sewer Plant upgrade, as mandated by CT DEEP for Phosphorous removal. Water rates continue to be the lowest in Connecticut while the sewer rates are among the lowest in the state.***

***Danbury continues to be highly rated by Connecticut periodicals as one of the top cities to live in.***

## **IN CONCLUSION**

For FY 2020-2021, all City Departments and services will continue to feel the fiscal sting bestowed upon on us as we deal with the national economic shutdown to mitigate the COVID-19 pandemic, the State's financial crisis and their unfunded mandates. The FY 2020-2021 Budget continues its focus on Public Safety, Education and Infrastructure while making the necessary adjustments to minimize cuts to important community services while minimizing the tax burden to the taxpayers.

The City of Danbury is always positioning itself to weather economic uncertainties. In doing so, we understand that navigating these challenges comes at a cost. Our goal is to minimize that current and future cost impact to our Danbury citizens. The FY 2020-2021 Budget is a balanced plan that strategically funds the City's priorities in Public Safety, Education, and Infrastructure at the current mill rate levels.

## ***NO MILL RATE INCREASE FOR FY 2020-2021***

The FY 2020-2021 Budget is a financially solid plan that includes what is necessary to maintain the highly rated quality of life and safe conditions for everyone. The City will continue: to implement cost reduction measures; to eliminate waste and duplication; and to improve efficiencies and effectiveness. I am certain that in the coming months these positive changes will be very evident and transparent both on-line and in City Hall. These and other measures are necessary, as they represent our efforts to manage through the COVID-19 pandemic, the fiscal uncertainty of State aid and the changes of the economic environment.

### **Mayor's Message (Continued)**

Fiscal growth, civic expansion, operational efficiency and economic responsibility to citizens remain the cornerstone of the City, as we stand by the City-wide Mission Statement:

***To ensure a superior quality of life for its citizens by providing the most cost effective municipal services while preserving the cultural, historical and natural resources of the City.***

***We are committed to working with citizens to enhance Danbury's position as a premier place to live, work and raise a family.***

I extend a sincere thank you, to all of the Department Heads and other City staff involved in the development of the FY 2020-2021 Budget and deeply appreciate your hard work, thoroughness and diligence. Additionally, I would like to thank City Council members for their understanding throughout the development of the FY 2020-2021 Budget which certainly was much more complex with the many COVID-19 related changes. Most importantly of all, I would like to express my sincere gratitude to the citizens of Danbury who have offered me many significant, constructive feedback and suggestions, which I have assimilated into the FY 2020-2021 Budget Plan.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'M. D. Boughton' with a stylized flourish at the end.

Mark D. Boughton  
Mayor

## **Executive Summary - FY 2020-2021 Budget**

The FY 2020-2021 Budget totals \$262,000,000, an increase of \$500,000 (0.2%) in general fund spending as compared to the 2019-2020 Adopted Budget. The FY 2020-2021 Budget is a carefully developed strategic financial plan that takes into consideration the worldwide pandemic and national economic crisis while keeping a watchful eye on the future cost trends to ensure continuous affordability and a high quality of life for the Danbury taxpayers and citizenry. **Danbury is well known and respected throughout the state and region for being innovative and for providing strong leadership by taking bold steps as necessary to protect the interests of its residents and taxpayers.**

The initial 2020-2021 Budget requests from all general fund departments totaled \$280.7 million, an increase of \$18.3 million (7.0%) from the 2019-2020 Adopted Budget: \$146.3 million from the Board of Education (\$11.8 million or 8.8% increase); and \$133.5 million from City Departments (\$6.5 million or a 5.1% increase). After an extensive review of each departmental budget, we were able to develop the FY 2020-2021 Budget plan that cuts spending requests by nearly \$17.8 million or 6.8% and provides sufficient funding to address the City's priorities and to achieve its goals and objectives.

### ***Fostering a first-rate education system is a key component to ensuring that Danbury is a premier place to raise a family***

The City of Danbury tax levy will include an increase of \$1.25 million to the Board of Education in annual funding for a total of \$135.7 million in the FY 2020-2021 Budget. Per the BOE, \$9.8 million of additional funding is required for non-recurring expenditures and transitional planning and is anticipated from these other sources: \$2.7 million increase in Alliance grant funding; \$2.3 million in CARES- ESSR funding (related to COVID-19 expenditure reimbursements); \$2.3 million in Grant carryovers from prior year; \$550,000 in anticipated student impact fees (The Ridge – formerly Matrix); and \$2.0 million from an expected surplus from the FY 2019-2020 BOE operational budget. BOE funding for FY2020-2021 from all sources totals \$145.5 million. By statute, any unused BOE funds must be returned to the City. However, the City will allow the BOE to use the estimated \$2.0 million surplus that is returned to City to create new fund reserves (SPED – Special Education Reserve and Crisis Response Reserve) and to add funds to existing BOE fund reserves (Insurance Reserve and Technology Reserve). Reserves are held by the city and are intended for non-recurring and/or unanticipated expenditures to help stabilize future budgets. The BOE can request such reserves as the need arises by sending a letter with an explanation of the budgetary impact to the current year and future years to the Mayor and Director of Finance.

The City and BOE will work together to develop a multi-year financial plan that meets the combined operational goals which are affordable for Danbury taxpayers by effectively managing and utilizing reserves to eliminate costly and divisive “worst case scenario” budgeting practices.



## **Executive Summary (Continued)**

The City and BOE successfully worked together to defeat the State's proposal which would have required an annual contribution by the BOE for FY20 and FY21 into Teacher's Retirement System of \$479,299 and \$989,798; respectively.

Furthermore, the City is continuing to negotiate on behalf of the BOE a unique arrangement with the new owners of the Matrix property (The Ridge) that could include an annual "student impact fee" of approximately \$550,000. **With all funding sources considered, the total increase in BOE funding for FY 2020-2021 would be \$11.1 million!**

**The City of Danbury is at your fingertips and has remained open on-line for business!**

The FY 2020-2021 Budget will include technology projects that streamline government operations and improve workflow and efficiency while providing more customer service portals and transparency to the public. The high return on past investments in technology was never more visible than during this COVID-19 Pandemic. The City's Director of Information Technology and Purchasing Agent and their respective staffs worked tirelessly to transition the entire city government to a remote workforce in a matter of a few days: dozens of smartphones, iPads and laptops were setup & issued; many training sessions were held; a backup dispatch center was setup; new software installed; website revisions, etc. Although the closure of City Offices has been inconvenient for everyone, all efforts continue to be made to ensure the Danbury taxpayers, citizens and businesses that: they can continue to conduct their city business on-line; their calls will be answered and returned timely; and transactions are being processed. The streamlining of government means that services are delivered more efficiently, effectively, and follows safe social distancing protocols at a cost that is usually less but always more containable (predictable) thus minimizing the growth of future expenditures and more affordable to the taxpayers.

The FY 2020-2021 Budget of \$262.0 million represents a 0.2% increase over the FY 2019-2020 Adopted Budget – well below the City's 2.25% historical spending trend and well below the State's municipal spending cap of 2.5%. While the FY 2020-2021 Budget represents a one-year operational plan, the City continuously works on strategies to reduce our general fund expenditure growth for future years.

## **Executive Summary: Budgetary Highlights**

**For the third straight year, the Mill Rate will remain unchanged at 27.60**

**27.60 FY2020-2021 Mill Rate**

**27.60 FY2019-2020 Mill Rate**

**27.60 FY2018-2019 Mill Rate**

***The FY 2020-2021 Budget totals \$262,000,000, an increase of \$500,000 (0.2%) as compared to FY 2019-2020 Adopted Budget. Once again, no increase in mill rate will be required to fund the FY 2020-2021 Budget plan. The typical homeowner with a fair market home value of \$345,000 and two cars may even see a decrease in their total tax bill because their two existing vehicles are one year older and will likely have a lower assessment value.***

The summary of the FY 2020-2021 spending plan as compared to the FY 2019-2020 Adopted Budget is as follows:

- ❖ **\$135.7 million – an increase of \$1.25 million (0.9%) – BOE - Education** –The City tax levy will include \$1.25 million increase in funding for BOE operations – \$9.9 million of from other funding sources per the BOE include: Alliance funding - \$2.7 million; CARES- ESSR - \$2.3 million; Grant carryovers - \$2.3 million; student impact fees - \$0.6 million and \$2.0 million reserves (assumes a FY 2019-2020 BOE operational surplus as projected by the BOE). The \$2.0 million will be used to increase reserves or establish new reserves for the following: Health Insurance reserve will increase by \$1,149,000; Technology reserve will increase by \$150,000; a new Special Education Reserve will be created with \$152,452; and a new Crisis Response reserve will be created with \$540,000. *BOE Funding for FY 2020-2021 from all sources (City tax levy and non-City tax levy) totals \$145.5 million – an increase of \$11.1 million as compared to FY 2019-2020 Adopted Budget.*
- ❖ **\$88.0 million – a decrease of (\$925,000) – Employee wages & benefits (including Retirees)** –Budgetary increase for promotional and step increases; health, dental, prescriptions, worker’s compensation, disability, retiree benefits, other post-employment benefits (OPEB), etc. However, all bargaining agreements with the exception of the Police Union, expired on June 30, 2020. Given the economic downturn, no contractual wage increases were included for contracts that have expired on June 30, 2020.

### **Executive Summary: Budgetary Highlights (Continued)**

- OPEB – Other Post-Employment Benefits – Under normal economic conditions, the FY 2020-2021 Budget would have recommended an increase of \$500,000 to the current contribution level of \$3.0 million in accordance with the City’s OPEB funding policy. Given the COVID-19 pandemic and subsequent national shutdown, communities are experiencing record high unemployment, uncertain economic conditions and unprecedented financial hardship on all citizens. Consequently, the FY 2020-2021 budget for OPEB (Other Post-Employment Benefits) is \$500,000 not the \$3.5 million as scheduled– a reduction of \$2.5 million from the FY 2019-2020 Adopted Budget. This \$2.5 million budgetary reduction in OPEB freed up funding for essential services and education and to avoid a mill rate increase during these difficult economic times on the Danbury taxpayers. Therefore, OPEB contributions will be “reset” with a \$500,000 contribution in FY2020-2021 and pursuant to the City’s OPEB Funding Policy, contributions will increase annually by at least \$500,000.
  
- ❖ **\$17.2 million – an increase of \$0.5 million – Debt Service** – The FY 2020-2021 Budget represents the increasing debt service costs associated with current issued debt levels and the \$12 million projected bond issue for July 2021. In May 2020, the City conducted a successful \$7.8 million bond refunding sale, saving \$400,000 in interest cost in FY 2020-2021. Since 2010, the City has realized \$6.6 million in interest savings with seven bond refunding sales.
  
- ❖ **\$13.8 million – an increase of \$0.5 million – ADEC** - Actuarially Determined Employer Contribution is increasing by \$0.5 million to maintain sufficient funding of the City’s Pension Plan.
  
- ❖ **\$3.6 million – a decrease of \$0.3 million - Capital Projects** –The capital projects funding level of \$3.6 million from the general fund is \$300,000 less than FY 2019-2020. As we have done in the past, general fund allocations to capital projects will gradually increase or decrease as deemed affordable to do so. However, to maintain the current level of funding for capital project requests, \$1.9 million has been reallocated from existing capital funds to general fund capital (\$5,465,000) for FY 2020-2021 CIP.

### **Executive Summary: Budgetary Highlights (Continued)**

Most of the other expense account lines have been reduced to reflect their current spending levels or have remained flat at the current budget levels. Fortunately, the departments have been very frugal with their budgetary funds as demonstrated by a downward spending trend over the last several years, positioning the City well to maintain the modest overall spending increase of 0.9% and well within the state's spending cap of 2.5%.

The 2.5% Spending Cap for municipalities is mandated by the state as summarized by the Connecticut Conference of Municipalities...

*"Beginning in FY 18, OPM will place a cap on municipal spending. The cap will limit "general budget expenditures" to 2.5 percent above the previous year or the rate of inflation rate, whichever is greater. There are several exemptions to the cap: Debt service; Special education expenditures; Expenditures for implementing court orders; Arbitration awards; Expenditures related to a major disaster or emergency declaration by the president or issued by the governor under the civil preparedness law; and any municipal revenue sharing grant distributed to a special taxing district."*

*"The penalty for exceeding the cap will be 50 cents for every dollar the municipality spends over the cap. OPM will require each municipality to provide information on whether or not it has exceeded the cap and by how much. This will occur through a form created by OPM. Municipalities must add language to their tax bills informing taxpayers of the penalty for going over the spending cap. The statement must be in the following form: "The state will reduce grants to your town if local spending increases by more than 2.5 percent from the previous fiscal year."*

Since 2008, the cost reduction/containment initiatives have been continuous and the City has been steadily decreasing its growth in general fund expenditures each year. Consequently, the City of Danbury has been moving towards its own expenditure spending cap and has prepared itself very well to maintain a low spend trend and a low mill rate for future years!

The applicable spending cap percentage for the City of Danbury for the FY 2019-2020 Budget (current year budget) is 1.89%. Once again, we project that the City's applicable spending cap level to be well below the State's 2.5% Spending Cap for the City's FY 2020-2021 Budget.

## **Executive Summary: Budgetary Highlights (Continued)**

### **Striving for Cost Savings**

Each year, department heads must review their individual department mission to ensure that the essence of the citywide mission statement is an integral component of the budget development process. Department heads must also reflect upon their own mission statements and goals in context of these difficult economic times and to focus on the most cost effective and efficient means of delivery of services while maintaining the highest level of commitment in meeting our citizens' needs. Specifically, departments were asked to evaluate the effectiveness of their programs and processes to gauge the level of success and to offer "out of the box" solutions or alternatives.

The Finance Department regularly meets with department heads and key personnel to discuss targeted technology improvements that may lead to process improvements and cost saving opportunities. The Department of Finance Budget Team was instructed to cross-analyze every budgetary line item by department, division, and citywide to search for additional opportunities for budgetary reductions, containment and to squeeze out any remaining unnecessary excess from the budget to ensure the most cost-effective delivery of services for the Danbury taxpayer.

The City has also formed strategic alliances and partnerships with the Board of Education, other communities, and businesses in our efforts to reduce and contain costs or improve services when in the City's interests to do so. The departments continue to exceed expectations by tightly managing their budgets, working together to lower costs, and taking the initiative to seek out saving opportunities.

The old adage of "doing more with less" is just as important today as it ever was. I am proud and grateful that my dedicated department heads continue to do "more with less" year after year. Because of their efforts, the City has saved millions in taxpayers' dollars and ended the last seven fiscal years with surpluses - without the use of appropriated fund balance. Each department's mission incorporates the administration's goal of providing high quality, cost-effective municipal services while educating residents about the programs and services offered by the City of Danbury.

### **Efficiency through Technology**

The City continues to streamline workflow processes to utilize the latest technologies to implement the most cost-effective service delivery solutions. By taking a "bottom-up" and "top-down" approach, we are able to address problems that may be department specific with targeted solutions while evaluating the impact to other departments. Additionally, the continuous review of the city's technical hardware and software over the last several years with more cost-effective solutions that has not only saved significant capital dollars but also ongoing service costs associated with maintenance, electrical and software license dollars.

## **Executive Summary: Budgetary Highlights (Continued)**

### **Sustainable Solutions**

We continue to leverage our hardware and software investments to make significant improvements leading to measurable savings in our daily operations and to research options to send/receive invoices and make payments electronically which would result in significant cost savings by improving operational efficiencies. We are routinely implementing paperless workflows intended to work seamlessly with our software systems to streamline processes into a multi-system environment with the goal of all operating together as “one system.” However, continuous cost reduction and containment requires the implementation of “best practices” and the modernizing of existing work flows that integrate with the new software. While the maintenance costs of the new systems have supplanted the costs of the old systems with minimal impact to the IT budget, the tremendous value-added across the entire City organization in improved efficiency has significantly reduced the costs associated with handling duplication, and “lost time”.

The investments made over the last several years have yielded both immediate and long-term savings by enhancing operational efficiencies and improving the way government operates for better customer service. While a certain amount of financial challenges will always remain, we have been proactive in positioning ourselves to address any challenges to provide a more stabilized and sustainable budgetary environment that will minimize the tax burden to the taxpayer for many years to come.

### **Pension and Pension Actuarially Determined Employer Contribution (ADEC)**

- ❖ The FY 2020-2021 funding level for the **Pension ADEC** (Actuarially Determined Employer Contribution) has increased by \$0.5 million over FY 2019-2020 to \$13.8 million. The “pension plan” comprises of seven separate plans and has about \$266 million in assets that distributes approximately \$22 million in annual pension payments. The value and type of holdings in the investment portfolio may fluctuate significantly from one year to the next due to routine trading in the stock market. However, an important distinction of public pension plans is that they are structured to align with the length of a career and time in subsequent retirement – typically 20 – 30 years.

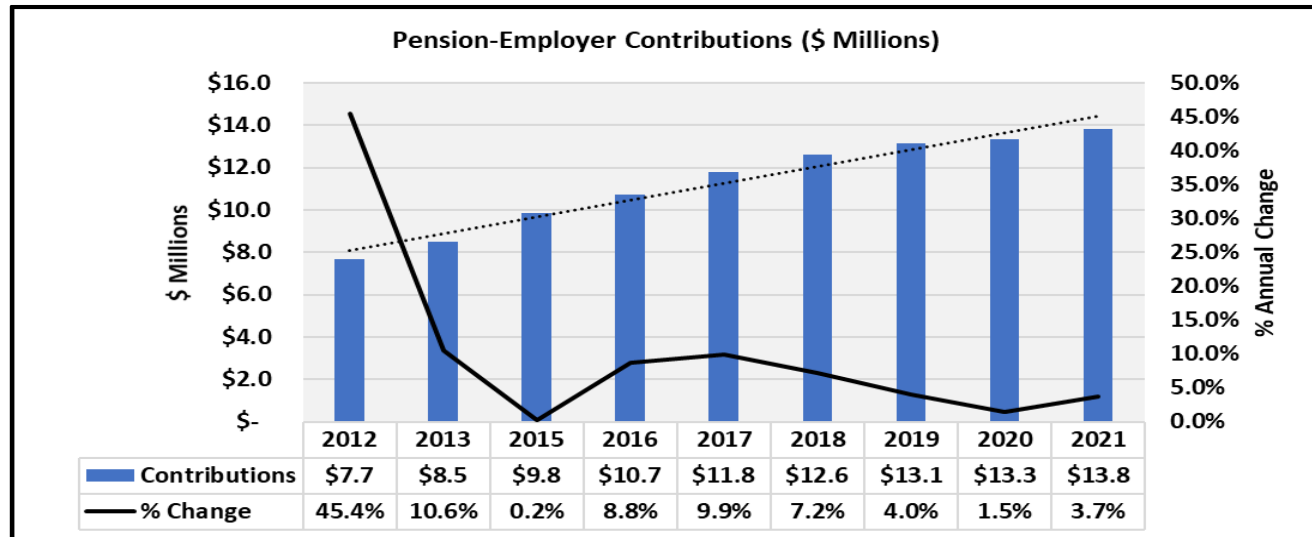


### Executive Summary: Budgetary Highlights (Continued)

- ❖ The average annual rate of return for the City's pension plan over the long term (last 30 years) has been just about 8% that exceeds our expected rate of return of 7.125%. However, since the 2008 stock market crash, average annual returns for most pension plans have lagged behind their expected rate of return and lower market returns are forecasted for the next ten years. Consequently, effective for July 1, 2018, we reduced our discount rates (long-term rate of return) just as it was done following the crash of 2008 when it was reduced from 8.00% to 7.25%. Like before, we will use a multiyear strategy to achieve our goal of 6.9%. Such multiyear strategy minimizes the budgetary shock impact while making sufficient contributions to ensure that the pension plan remains well funded.

The City regularly reviews strategies and assumptions with our actuaries and investment advisers to more effectively balance budgetary constraints with anticipated future costs. Furthermore, the City pension administrative services have been outsourced to streamline the entire pension administration for our current and prospective retirees that will provide enhanced "real time" actuarial services. As the following chart illustrates, the Employer Contributions have stabilized significantly in recent years.

The City has been able to realize a 77.2% funding level for the pension plan due to its unwavering commitment to fund the increasing ADEC requirements.



## **Executive Summary: Budgetary Highlights (Continued)**

### **OPEB (Other Post Employment Benefits) Funding Policy**

Prior to FY 2014-2015, the funding for OPEB was on a **PAYGO** (pay as you go) basis, representing only the retiree portion of \$6.9 million of the total \$15.9 million of annual OPEB costs. This \$6.9 million PAYGO cost was approximately 6.0% of the City (non-BOE) budget and was projected to grow to about 18% of the budget in FY 2032 if funding for the non-retiree portion didn't begin immediately. Consequently, the City Council adopted an OPEB funding policy in FY 2014-2015 that increased funding \$0.5 million annually which has grown to a total annual contribution of \$3.0 million in FY 2019-2020.

Given the COVID-19 pandemic and subsequent national shutdown, communities are experiencing record high unemployment, uncertain economic conditions and unprecedented financial hardship on all citizens. Consequently, the FY 2020-2021 budget for OPEB (Other Post-Employment Benefits) is \$500,000 not the \$3.5 million as scheduled— a reduction of \$2.5 million from the FY 2019-2020 Adopted Budget. The \$2.5 million budgetary savings in OPEB for FY 2020-2021 provided the necessary funding for essential services and education while avoiding a mill rate increase for our struggling taxpayers. Therefore, OPEB contributions will be “reset” with a \$500,000 contribution in FY2020-2021 and pursuant to the City's OPEB Funding Policy, contributions will increase annually by at least \$500,000. Lastly, the city may make additional contributions to fund OPEB whenever there is a surplus in the annual result of operations.

This modest plan to address the growing liability will help minimize and stabilize future tax burdens as we strive to pay for benefits as accrued thus increasing the fairness to taxpayers by smoothing out future annual payments. The OPEB contribution will grow by about \$500,000 (approximately 5%) every year for about 25 years or until the gap is closed.

### **Board of Education**

***Fostering a first-rate education system is a key component to ensuring that Danbury is a premier place to raise a family.*** Studies have shown that a more comfortable physical environment is a more conducive environment for learning. The City is continuing to make significant investments in improving the physical buildings at the Board of Education while keeping energy efficiency also in the forefront. By doing so, our objective is to stabilize our ongoing operating costs, specifically energy costs.

## **Executive Summary: Budgetary Highlights (Continued)**

***Funding the school system at reasonable levels allows the district to achieve its educational goals for students.*** I am proud of the accomplishments of our school system and remain confident that the budget increases since FY 2003 have set a strong foundation for its continued success. Over these years, annual spending on education has increased by \$54.1 million or 66.3%. The Education budget will increase by \$1.25 million to \$135.7 million in FY 2020-2021. Once again, the City will provide an additional \$7.5 million in indirect funding to support educational services for the following:

4,242,612	Debt service on BOE Buildings and Facilities
2,455,200	Pension Costs for non-certified BOE eligible employees
353,845	Waiver of the annual charge for city services provided
214,000	HeadStart subsidy
<u>208,575</u>	Education, Health and Welfare Costs
7,474,232	Additional funding for Education

***The City will continue its commitment to provide every opportunity for all of our children to begin their learning as early as possible to ensure a strong educational foundation for their future success.*** I promised all-day kindergarten for all of Danbury's parents when you first honored and entrusted me to be your mayor in 2001, and now every parent has an opportunity of all-day kindergarten for their child. The City began its proud partnership with Head Start by building a new facility in 2013 and it has continued its support with annual funding of \$214,000.

***The Mayor's 2020 Task Force was appointed to build a consensus between the Board of Education, the City Council, and the community to develop a long-term strategic plan for Danbury's schools while making student achievement the highest priority.*** The "Task Force" identified the primary issues to be potential overcrowding at our schools and the need to develop a strategic plan for programming throughout the district. The recommended solution of adding rooms to or reconfiguring space at existing schools was truly innovative and cost effective in dealing with overcrowding issues in public education.

The voters approved the first phase of the project in November 2012 authorizing \$44 million in funding for the Danbury Board of Education to manage and accommodate the needs for more space in the elementary and middle schools. The project addressed the student population "bubble" and to better prepare our students as educational programming changes occur for the year 2020 and beyond.

### Executive Summary: Budgetary Highlights (Continued)

The renovations to address the space utilization and related programming concerns/issues at Shelter Rock Elementary, Stadley Rough Elementary, Park Avenue Elementary and Mill Ridge Middle Schools were completed in 2014. Examples of some specific improvements include: new classroom wings, new media center/computer/mechanical room, cafeteria additions, elevators, reconfiguration/redistribution of classrooms, site work improvements playground improvements, roof repair/replacements, new music suite, new engineering classrooms, and roadway/parking/traffic improvements for buses and cars.

***In June 2015, the voters also approved Phase two, a \$53.5 million addition at the Danbury High School that opened in August 2018.*** With the completion of the elementary and middle school projects, the attention then shifted to addressing space and programming changes at the Danbury High School. Unlike the state grant funding level of 63% for the elementary and middle school projects, Phase two will be about 80% funded by State grant funds. I am very excited that the City of Danbury students are experiencing a new “state of the art” Danbury High School facility that will better prepare them so that they may have even more opportunities to make a difference in the Danbury community.

Although nearly \$100 million have been invested in the Danbury educational facilities since 2012 to add classrooms, expand programs, and renovate/modernize facilities to meet the needs for 2020 and beyond; the unexpected and unplanned increase in school enrollment in August 2019 indicated that additional investments in our School Buildings are needed and soon to meet the growth in enrollment.

In February 2020, the City Council approved sending the SNAPP-2020 bond proposal to the voters at the April Presidential primary. The primary was rescheduled twice and then the Governor issued Executive Order 7S that allowed the local legislative body to authorize municipal general obligation bonds waiving the requirement for in person approval by the electors or taxpayers. **The City Council adopted the SNAPP-2020 at their May 5, 2020 meeting in the amount of \$62,000,000.** The bond consists of one ordinance for various City capital improvement programs of \$38,700,000 and one ordinance for various School capital improvement programs of \$23,300,000.

The City projects include planning, design, and construction of various capital improvement projects including, but not limited to: major road repairs, downtown streetscape improvements, renovation and development of City’s recreation and park facilities, various go green initiatives, and construction of apparatus structure facility for the Fire Department. The School projects include planning, design, and construction of various capital improvement projects including, but not limited to: Osborne Street facility renovation, replace or repair elevators, and create additional classroom space throughout the school district. The impact on future budgets relating to the debt service of these new bonds will be minimized because the city will strategically issue new bonds as older bonds are being retired.

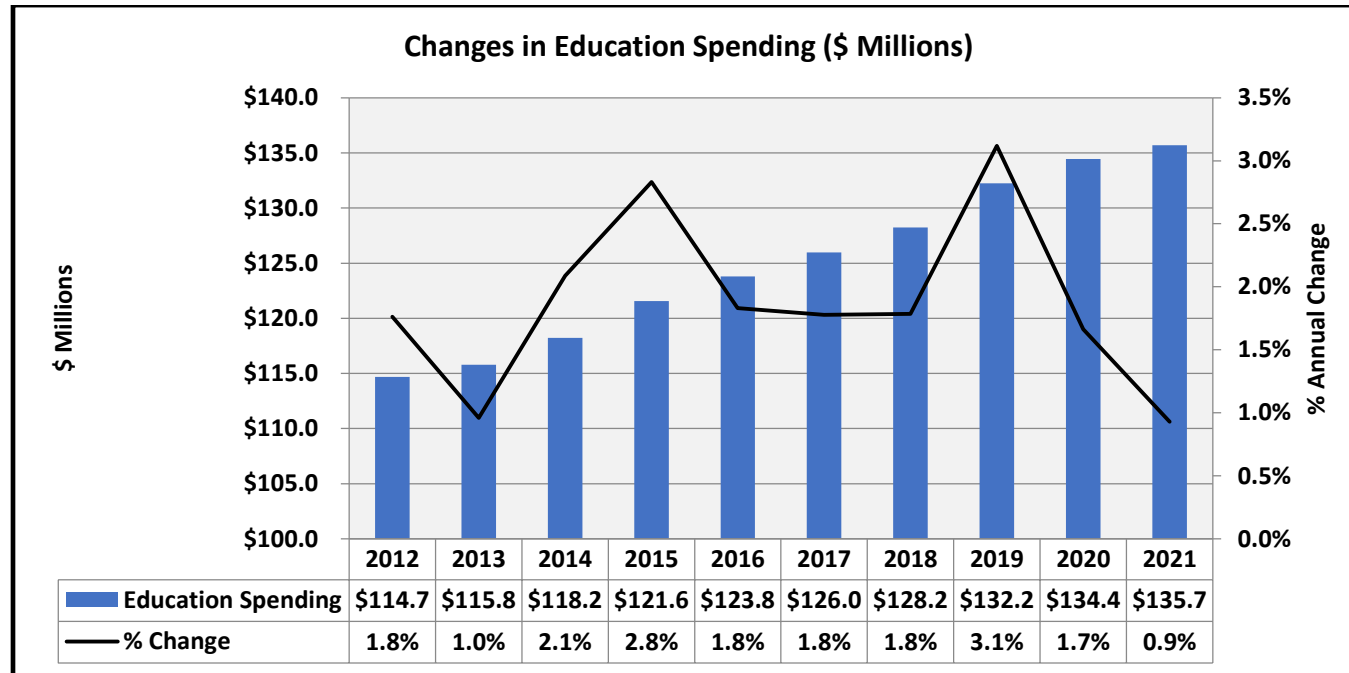
### **Executive Summary: Budgetary Highlights (Continued)**

***The City government and the BOE (Board of Education) have always worked well together to obtain that balance of providing quality educational opportunities at an affordable cost to the City of Danbury taxpayers.*** In 2013, the City and BOE (Board of Education) embarked on a very successful collaboration to manage the increasing health insurance costs more effectively by switching from a fully insured health insurance plan to a self-insured health insurance plan. Although we were aware that a self-insured plan was not without risk, our historical analysis clearly indicated that there was a strong potential for savings over the long run. The renewal rates have been very modest over the last several years and will likely be about 3.5% for FY 2020-2021 resulting in a minimal budgetary increase. However, this is far less than the original annual projections of multiple year double-digit increases as a fully insured plan.

Additionally, the City and BOE is gradually building reserves that need to eventually total to approximately 25% of health insurance costs. The risk analysis illustrates that our self-insured plan may “lose money” once every three to four years, hence the requirement for the reserve.

The City has made numerous efforts over the last several years to bend the future cost curve and to offset some of the rising costs by encouraging participation in the HSA (Health Savings Account) program and negotiating increased co-pays, deductibles, and pension plan contributions.

## Executive Summary: Budgetary Highlights (Continued)



*The Board of Education will receive an increase in direct funding of \$1,250,000 (.9%) for a total of \$135.7 million, (exclusive of \$214,000 of funding for Head Start) which is 51.8% of the total FY 2020-2021 Budget of \$262,000,000.*

The BOE budget will not include the following costs that are typically included within the City's Budget:

- ❖ Debt service for the school buildings (\$4.2 million)
- ❖ BOE employees' pension ADEC (Actuarially Determined Employer Contribution – formerly ARC) (\$2.5 million)
- ❖ Field maintenance costs (\$353,845)
- ❖ HeadStart (\$214,000)
- ❖ Education, Health & Welfare (\$208,575)

The total allocation for Education funded within the FY 2020-2021 Budget is 54.8% (\$143.6 million) of the general fund budget of \$262.0 million when the \$7.5 million costs paid by the city for BOE purposes are considered.



## **Executive Summary: Budgetary Highlights (Continued)**

### **Cost Savings and Cost Avoidance Strategies**

***The City hires only when necessary – making public safety the number one priority while striving to reduce departmental overtime.*** The City will continue the use of cost savings and avoidance strategies for the FY 2020-2021 Budget. Specifically, the City will strategically fund vacant positions to help offset cost increases. The City currently has forty-three (43) vacant partially or fully funded positions as follows: twenty-one (21) Public Safety; five (5) Public Buildings/Public Utilities; and twenty-one (21) general government support, Health, Library, and Risk Management. All vacant positions in Public Safety and Public Utilities are funded for the entire year with the exception of four (4) vacant clerical positions. Partial/non-funding of ten (10) vacant positions resulted in nearly \$0.5 million in salary savings for the FY 2020-2021 Budget. Nevertheless, the City will continue to defer hiring unless there is a safety concern or a significant overtime cost impact on our budget.

***City Government should not be in the business of holding onto assets (properties) unless it serves a public purpose.*** The evaluation of the City's unutilized or underutilized assets is an ongoing process. It is important to determine the value of the City's assets and its' role in our future operations. Typically, the City's Purchasing Agent conducts on-site auctions for surplus equipment annually and on-line auctions twice annually. If necessary, the City will strategically sell such unneeded and idle assets i.e. the "old police station" located at 120 Main Street was sold for \$2.3 million and 13 + - Acres located on the West Side Danbury on Old Ridgebury Road was sold for \$3.2 million. In fact, \$500,000 of proceeds related to prior year's sale of surplus equipment/assets have been used to fund projects in the FY2020-2021 Capital Improvement Plan that otherwise would have required borrowing thus burdening the future taxpayers.

***No "one-time" revenues utilized to balance the budget.*** In compliance with the City's Balance Budget Policy, the FY 2020-2021 Budget does not include the use of "one-time" revenues to balance the operating budget thus avoiding unnecessary budgetary pressures and allowing the discretionary use of such periodic revenue opportunities as they occur.

## **Executive Summary: Budgetary Highlights (Continued)**

***Once again, the FY 2020-2021 Budget ELIMINATES the use of appropriated fund balance for recurring operations while strengthening our financial mobility.*** The FY21 Budget does not include the use of appropriated fund balance for normal operations. The City strategically eliminated the annual amount of appropriated fund balance as a budgeting tool for on-going (recurring) operations gradually over the last twelve years from \$4.0 million to \$0 to ensure only a minimal impact to the mill rate. The FY 2020-2021 Budget does include \$4.6 million use of fund reserves for discretionary and non-recurring events: (\$2.6 million) assigned fund balance and (\$1.0 million) unreserved fund balance for the general fund transfer to capital projects; and \$1.0 million use of unreserved fund balance for the temporary decline in revenues due to mandated closures associated with the COVID-19 pandemic. The use of Fund balance is appropriate for one-time uses such as capital projects or emergencies like a pandemic which resulted in a \$1.0 million temporary budget reduction in revenues from normal levels. This strategy, as recommended by **GFOA** (Governmental Accounting Standards Board) and the rating agencies, strengthens our underlying goal to provide financial mobility and stability for the City while focusing on minimizing the tax burden for property owners.

The citizens of Danbury have been incredibly supportive as we engaged in ongoing initiatives to control costs. We remain well positioned to withstand the economic and financial challenges facing municipalities during this worldwide pandemic and we will become an even leaner and more efficient organization after the implementation of the FY 2020-2021 Budget.

## **BUDGET OVERVIEW AND MAJOR INITIATIVES BY FUND**

### **GENERAL FUND:**

#### **General Government**

- The FY 2020-2021 Budget for General Government is \$10,838,411 - \$20,000 more than the FY 2019-2020 Adopted Budget which is comprised of increases in salaries for reclassified positions and for Candlewood Lake Authority dues.
- The hiring freeze, instituted many years ago, remains in effect on all non-essential positions. There are seven partially funded open positions that will save \$0.2 million for FY 2020-2021.
- The FY 2020-2021 total Capital Budget includes \$29.9 million funding for the following: **Information Technology (\$1,180,115)** – Citywide technology upgrades and replacements; **Public Buildings (\$3,210,000)** – Building renovations, efficiency initiatives, HVAC Replacement Programs; **Planning & Zoning (\$150,000)** – Plan of Conservation and Development; **Corporation Counsel (\$60,000)** – Renovation City Hall offices; **Danbury Museum & Historical Society (\$40,000)** – Repainting of four historic buildings; **Schools (\$23,807,900)** – UST Replacements at various facilities, HVAC Replacement Program, School District Classroom Space Initiative, replacement of exterior doors at various schools; **City Leases (\$1,489,960)** – Fire Leases (\$385,749) - Aerial Ladder, Pierce Pumps, Refurbished Ladder truck, Information Technology (\$12,720) – Timekeeping equipment, Public Buildings - Schools (\$1,091,491).

#### **Public Safety**

- The FY 2020-2021 Budget for Public Safety is \$38,456,594 - \$0.7 million more than the FY 2019-2020 Adopted Budget primarily due to contractual step increases/promotions, funding for special duty police and other purchased services.
- However, five vacant and partially funded non-emergency personnel positions will save \$0.2 million for FY 2020-2021.
- The FY 2020-2021 Capital Public Safety Budget includes \$4.3 million funding for the following: **Police Department (\$586,750)** Vehicle Replacement Program, Body Camera Project and Critical Incident Response Equipment, **Fire Department (\$3,215,000)** Replacement tools and equipment, Fire Apparatus Facility, **Airport (\$241,000)** Runway project, tree maintenance and pavement analysis, **Civil Preparedness (\$225,000)** War Memorial window replacement, rescue vessel improvements, Emergency Preparedness Office renovation.

## **Budget Overview and Major Initiatives by Fund (Continued)**

### **Public Works**

- The FY 2020-2021 Budget for Public Works is \$10,734,503 – same as the FY 2018-2019 Adopted Budget.
- However, two vacant and partially funded positions will save \$0.1 million for FY 2020-2021.
- The City will also realize budgetary approximately \$0.2 million in savings in FY 2020-2021 relating to electrical services and heating/motor fuel due to favorable market prices and conversion of street lights bulbs to high efficiency LED bulbs.
- The FY 2020-2021 Public Works Capital Budget includes \$53.2 million funding for the following: **Construction Services (\$16,270,000)** Various structural replacements, drainage projects and general City repair projects, **Engineering (\$20,950,000)** Citywide bridge replacements, drainage improvement projects, **Forestry (\$50,000)** Tree trimming and right-of-way removals, **Highways (\$15,850,000)** Vehicle replacement program, citywide railroad crossing, drainage improvement projects, Highway Communication System, Citywide Guiderail Replacement Program, Paving road improvements, **Recycling and Solid Waste (\$85,000)** – Landfill Control Panel & Upgrade

### **Education**

- The FY 2020-2021 Budget will include an appropriation for Education of \$136.1 million, an increase of \$1.25 million from the FY 2019-2020 Adopted Budget: \$135.7 million - Board of Education; \$214,000 – HeadStart; and \$208,000 for Education, Health & Welfare. Per the BOE, \$9.9 million of additional funding is anticipated from other sources: \$2.7 million increase in Alliance grant funding; \$2.3 million in CARES- ESSR funding (related to COVID-19 expenditure reimbursements); \$2.3 million in Grant carryovers from prior year; \$550,000 in anticipated student impact fees (Matrix); and \$2.0 million from an expected surplus from the FY 2019-2020 BOE operational budget. BOE funding for FY2020-2021 from all sources totals \$145.5 million.

### **Health & Welfare**

- The FY 2020-2021 Budget for Health and Welfare is \$2,432,095 - \$68,000 more than the FY 2019-2020 Adopted Budget due mostly to increases in funded positions in Health Department and Veterans.

### **Budget Overview and Major Initiatives by Fund (Continued)**

- The FY 2020-2021 Budget includes a reallocation from United Way to fund local grants for economic, health and educational programs to the Health Department to fund specific community health initiatives – i.e. homelessness. The City will continue to collaborate with the United Way of Western Connecticut on other community programs. The re-allocation of \$240,000 of funding to local Health Department initiatives is necessary at this time due to the uncertainties of other available funding from the State/Fed. The FY 2020-2021 Budget also includes funding for Danbury Downtown Council/CityCenter Danbury (\$31,398) and Danbury PAL (\$50,000).

### **Culture/Recreation**

- The FY 2020-2021 Budget for Culture & Recreation is \$2,938,019 - \$71,843 less than the FY 2019-2020 Adopted Budget due mostly to the elimination of funding for the Charles Ives Authority (\$50,000). Certainly, COVID-19 and the necessity of social distancing has significantly impacted the culture and recreation areas of the city. Consequently, we will need to review each of these activities to determine the best path going forward to ensure maximum enjoyment by the Danbury community.
- The FY 2020-2021 Capital Budget will include funding for **Richter Park (\$225,000)** – Richter Drive Bridge Reconstruction; **Tarrywile Park (\$80,000)** – Maintenance Building and garage renovations

### **Pension & Other Benefits**

- The City's actuarially determined employer contribution (ADEC) to the pension fund for the FY 2020-2021 Budget is \$13.8 million, an increase of \$0.5 million.
- The FY 2020-2021 Budget for OPEB is \$0.5 million, a decrease of \$2.5 million from the FY 2019-2020 Adopted Budget. Such funding of the accrued benefits for City employees' - (OPEB - Other Post-Employment Benefits) is required, pursuant to city policy.
- Health Insurance will have a slight increase of 0.7% or \$140,000 due to proactive cost reduction measures taken over the past several years.

## **Budget Overview and Major Initiatives by Fund (Continued)**

### **Debt Service**

- The FY 2020-2021 Budget for Debt Service is \$17,184,333 – an increase of \$516,983. The reduced debt service level was due to \$400,000 of interest savings realized from a recent bond refunding. Since 2010, The City has refunded \$124.7 million of higher interest bonds, saving taxpayers \$6.6 million in interest payments. Debt Authorization through Bond Referendums and the City's ongoing capital improvement program funded with bonds/BANS will continue to drive debt service expenditures.

### **Contingency**

- The Budget includes a contingency totaling \$333,000 for unanticipated expenses throughout the year.

### **Transfers Out & Capital Plan**

- The FY 2020-2021 Capital Projects Budget includes funding for 93 projects totaling \$88,245,725 and is allocated as follows: General Fund projects (\$86,225,725), General Fund leases (\$1,489,960), Sewer Fund (\$100,000), and Water Fund (\$430,000).
- The FY 2020-2021 Capital Projects of \$88,245,725 will be financed as follows: General Fund Capital (\$5,465,000), SNAPP 2020 Bond (\$62,000,000), Notes (\$3,000,000), LoCIP (\$1,155,000), CDBG (\$250,000), Other State and Federal (Grant) (\$15,845,745), Sewer Fund (\$100,000), Water Fund (\$430,000).
- The \$3.0 million borrowing included in the FY 2020-2021 Capital Budget for the following projects have been deemed necessary at this time: City Sidewalk Repair and Replacement (\$250,000); Bridge Replacement Program (\$1,250,000); and Paving, Drainage and Road Improvements (\$1,500,000).



## **Budget Overview and Major Initiatives by Fund (Continued)**

### **AMBULANCE FUND:**

- The FY 2020-2021 Budget of \$3,650,000 remains unchanged from FY2019-2020 Adopted Budget.
- The Ambulance Fund continues to operate very successfully as a self-sustaining fund as it has done so for many years. The day-to-day Ambulance service was outsourced to the Western Connecticut Health Network (Danbury Hospital) and has been managed by the Director of EMS since 1992. The Director of EMS, Fire Chief and Director of Finance work very closely together to ensure the success of the Ambulance Fund operations.

### **ANIMAL CONTROL FUND:**

- The FY 2020-2021 Budget is \$308,000 – a slight decrease of \$2,000 from FY2019-2020 Adopted Budget.
- The Animal Control Fund is funded mostly (\$290,000 of \$308,000 total budget) by an operating transfer from the General Fund.

### **WATER FUND:**

- The FY 2020-2021 Budget for the Water Fund is \$10,300,000 – a \$300,000 decrease from FY2019-2020 Adopted Budget. The combined impact of decreasing usage trends, increasing operational costs and flat revenues necessitates a very modest 3% rate increase at this time – a \$6.16 increase annually for a typical single-family home. The Water Fund budget reduction reflects the significant decline in revenues in commercial usage resulting from the COVID-19 shut-down.
- The FY 2020-2021 Capital Budget will include \$430,000 funding for the following West Lake Water Treatment Plant - Emergency Generator Replacement.

## **Budget Overview and Major Initiatives by Fund (Continued)**

### **SEWER FUND:**

- The FY 2020-2021 Budget for the Sewer fund is \$14,300,000 – a \$300,000 increase from FY2019-2020 Adopted Budget. The declining usage trend will require a very modest rate increase of 3.0% to cover increasing operational costs and to fund a Debt Service Account to service the loan on the \$112.6 million Waste Water Treatment Plant Improvement Plan as mandated by Connecticut DEEP (Department of Energy and Environmental Protection). The annual sewer bill for a typical single family will increase by approximately \$6.84.
- The FY 2020-2021 Capital Budget will include funding for the Vehicle & Equipment Replacement Program (\$100,000).

**BUDGET ASSUMPTIONS**  
**(Revenues and Expenditures)**

**SUMMARY OF THE FY 2020-2021 BUDGET**

The total general fund expenditure plan for FY 2020-2021, including the Board of Education, is \$262,000,000. This represents an increase of \$0.5 million over the current year adopted budget of \$261,500,000. Spending by the Board of Education (excluding capital) will increase by \$1.25 million. Net revenue from all sources other than current property taxes total \$44,070,000, leaving a net balance expected to be collected from local taxes of \$217,930,000. Based upon a taxable grand list of \$7.9 billion, the Mill Rate needed to support the Budget is 27.60 mills, which remains unchanged from FY 2019-2020.

	<b>ADOPTED BUDGET 2019-2020</b>	<b>PROPOSED BY DEPT 2020-2021</b>	<b>ADOPTED BY COUNCIL 2020-2021</b>	<b>\$ CHANGE 2020 VS 2021</b>
<b><u>REVENUES</u></b>				
PROPERTY TAXES	216,566,602	218,130,000	217,930,000	1,363,398
INTERGOVERNMENTAL	30,315,390	30,311,390	30,311,390	(4,000)
LICENSES & PERMITS	4,504,820	4,255,275	4,140,795	(364,025)
FINES & PENALTIES	1,665,200	1,473,600	1,529,900	(135,300)
INVESTMENT INCOME	1,629,476	1,440,173	1,440,173	(189,303)
CHARGES FOR SERVICES	2,218,512	2,347,318	2,047,742	(170,770)
USE OF FUND RESERVES	4,600,000	4,600,000	4,600,000	-
<b>TOTAL REVENUE</b>	<b>261,500,000</b>	<b>262,557,756</b>	<b>262,000,000</b>	<b>500,000</b>
<b><u>EXPENDITURES</u></b>				
GENERAL GOVERNMENT	10,818,411	11,617,252	10,838,411	20,000
PUBLIC SAFETY	37,756,594	40,248,208	38,456,594	700,000
PUBLIC WORKS	10,734,503	11,359,880	10,734,503	-
HEALTH & WELFARE	2,364,095	2,507,293	2,432,095	68,000
EDUCATION	134,858,575	146,676,704	136,108,575	1,250,000
CULTURE & RECREATION	3,009,862	3,220,360	2,938,019	(71,843)
PENSION & OTHER BENEFITS	40,788,688	43,474,812	39,105,548	(1,683,140)
DEBT SERVICE	16,667,350	17,382,672	17,184,333	516,983
CONTINGENCY	333,000	333,000	333,000	-
TRANSFER OUT	4,168,922	3,868,922	3,868,922	(300,000)
<b>TOTAL EXPENDITURES</b>	<b>261,500,000</b>	<b>280,689,103</b>	<b>262,000,000</b>	<b>500,000</b>

## **Budget Assumptions (Continued)**

### **Revenues:**

- We closely monitor tax collection percentages to ensure that we meet our revenue goals each year. Typically, about 98.6% of the current year levy is collected in the first year. To ensure the budgeted tax revenues goals are realized, the City must utilize other revenue enhancement strategies that may include selling current year tax liens, selling older inactive accounts (liens), personal property audits, hiring a collection agency and instituting a “boot” program for unpaid/unregistered vehicles. Over the past five years, such measures have helped offset potential declines in revenues due to the negative impact of uncollectable tax receivables/tax appeals.
- The FY21 Budget assumes the Governor’s Budget estimates for Intergovernmental Revenues.
- In accordance with the City’s Balanced Budget Policy, the FY 2020-2021 Budget does not assume any “one-time” revenues and the projected level of unassigned/undesignated fund balance will be about 8.8% for FY21.
- The Governor’s budget continues to include an annual \$2.4 million grant for Municipal Projects. The City records such grant funding in a special revenue fund that is necessary for the construction/maintenance of public highways, roads, bridges and snow removal. The allocation of funding will be: \$1.0 million to capital for Paving, Drainage and Road Improvements; and \$0.7 million will be set aside for costs associated with snow removal during the winter season with any unused amounts for snow removal will be reallocated for the bridge repair/replacement program.
- In accordance with the City’s Fund Balance Policy, the use of appropriated Fund Balance to balance the budget for on-going operational needs has been completely eliminated as recommended the GFOA (Government Finance Officers Association) and all three rating agencies (S&P, Fitch, & Moody’s).

The City of Danbury’s revenue challenges for FY 2020-2021 are related to the COVID-19 pandemic and the national economic recession. The FY 2020-2021 budgeted revenues for non-property taxes and non-intergovernmental revenues have been reduced by nearly \$1.0 million due to the impact of the national recession and COVID-19. We remain very concerned about the uncertainty of revenues from the State: due to the economic shutdown; their unpredictable fiscal policies; pre-existing financial distress; and their inclination to pass on un-funded mandates to the local municipalities. For example, the State cut nearly \$4.0 million in funding during FY 2017-2018 for both mandated and non-mandated programs to the City of Danbury, after the City adopted the FY18 budget. We are fortunate that we have not yet seen cuts in state funds for this current year and that budgeted state funding has remained on level for FY 2020-2021. Fortunately, the City of Danbury has the financial flexibility and can modify our spending plan to adapt to the lower funding amount as necessary. Consequently, we must remain prudent and make the necessary budget adjustments if such reductions continue.

## **Budget Assumptions (Continued)**

### **Expenditures:**

- 0% general wage increases have been assumed;
- The financial impact to the FY 2020-2021 Budget from salaries and benefits including retirees amounted to approximately \$0.6 million.
- Departmental budgets were able to absorb most of the cost increases, if applicable, within purchased services, materials and supplies.
- Actuarially Determined Employer Contribution (ADEC), formerly ARC -Annual required contributions, to the Employee Pension Plans, will increase by \$0.5 million to \$13.8 million for the FY 2020-2021 Budget. The Pension ARC amount relating to the BOE employees will amount to approximately \$2.5 million for FY 2020-2021.
- Board of Education increased by \$1.25 million (.9%) to accommodate for an increase in enrollment and contractual agreements.
- Other Post-Employment Benefits – Due to the COVID-19 pandemic and national economic recession, annual contribution level for OPEB will be “reset” to \$0.5 million and the contributions will increase annually going forward as required by the City’s OPEB funding policy.
- Debt service costs will increase by \$0.5 million. Interest savings of \$400,000 from a \$7.8 million bond refunding conducted in May 2020 has been included in the FY 2020-2021 Budget.
- 47 vacant positions have been partially funded positions and will only be filled on an “as-needed” basis saving approximately \$0.5 million.
- The FY 2020-2021 Budget allows \$333,000 as a contingency for unanticipated expenses throughout the year.

### **Budget Assumptions (Continued)**

The expenditure pressures and challenges to future budgets will continue to be primary from these four areas:

1. Unknown costs in dealing with COVID-19 crisis and recovery;
2. Growing costs of public education due to increasing enrollment and disproportionate educational funding from the State;
3. Costs relating to employee (current and retiree) contractual benefits such general wage increases, health insurances, prescriptions, pensions and post-employment benefits (**OPEB**);
4. Costs of debt service – It is the City’s goal to grow the annual funding of the Capital Projects Plan with current funding sources and build up the adequate reserves to eliminate the necessity of annual borrowing for recurring and routine capital projects and significantly reduce the annual interest costs related to borrowing for non –recurring capital projects; and
5. Funding of Capital Improvement Program – determining the amount and type of financing to fund the annual CIP will be scrutinized to minimize interest costs and to ensure that funding is available as needed for projects that are “shovel ready.”

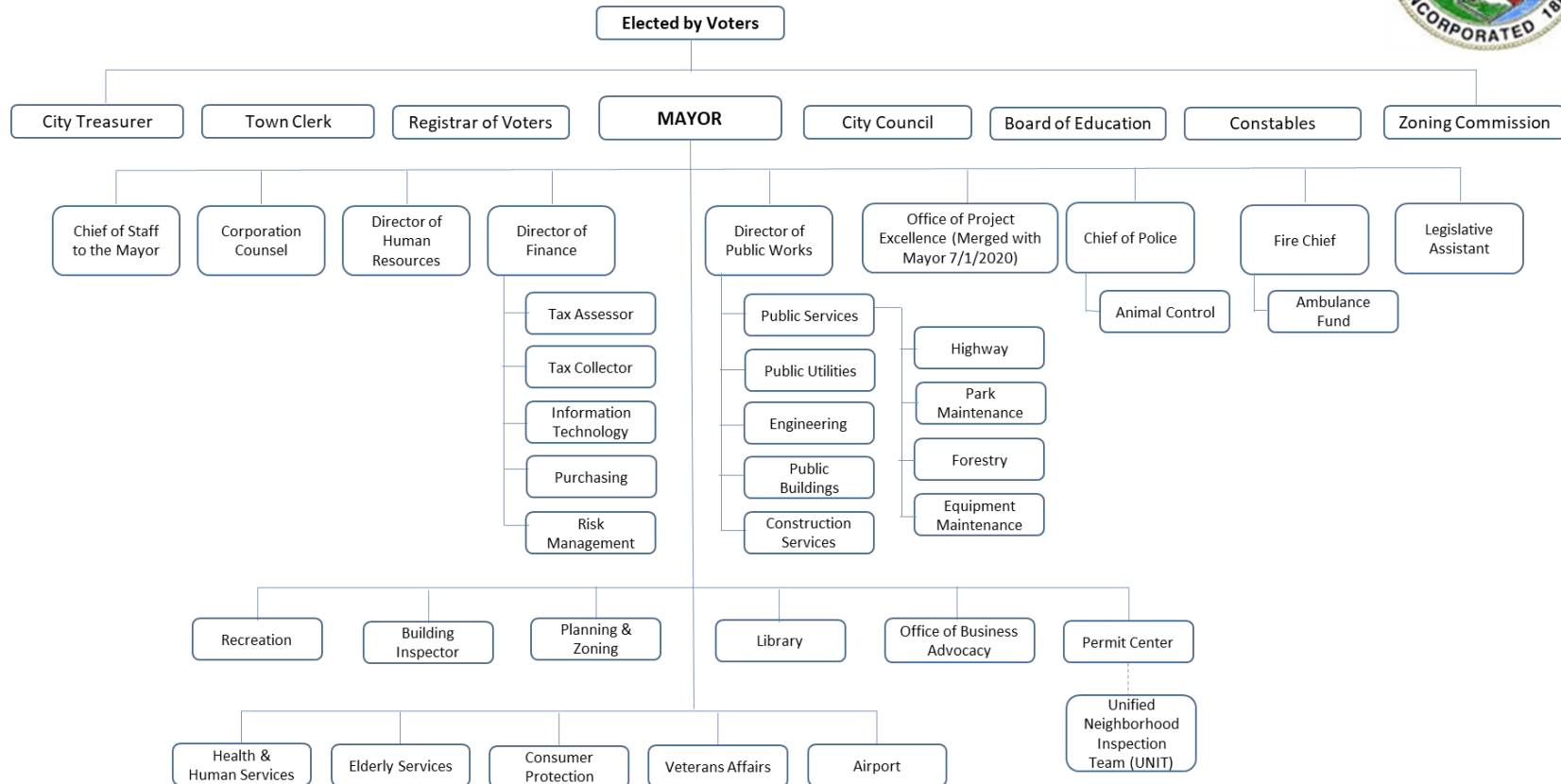
<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>BUDGET SUMMARIES REPORTS</b></p>
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BUDGET SUMMARY REPORT NAME	DESCRIPTION
• City of Danbury Organization Chart	The City of Danbury's Organization Chart of City officials and departments.
• Boards and Commissions	Listing of City's Boards, Commissions and other City operations.
• Operating Budget Procedures	Outlines balancing key elements and narratives of revenues and expenditures.
• Financial Policies, Objectives & Economic Considerations	Graphical view City's economic standing and factors impacting the organization.
• Budget Calendar	A chronology of key dates for the City's annual budget preparation process.
• Financial Structure and Basis of Accounting	A detailed presentation of the City's major funds.
• Financial Policies	City's financial policies providing organization which the City uses to budget.
• Expenditure Categorization of Trend Analysis	An illustrative analysis and explanation of the City's General Fund categories.
• Summary of Revenue, Expenditures & Changes in General Fund Balance	Revenues, Expenditures and Changes in General Fund Balance shown by three years of actuals, a previous Fiscal Year budget and the current budget.
• Unassigned Fund Balance 10-Year History	A column chart depicting the Undesignated Fund Balance for ten years.
• Summary of Sources and Uses	Major Funds by account for two previous budgets and the current fiscal year.
• Summary of Sources and Uses: Pie Chart	A pie chart of General Fund Revenues and Expenditures, by GASB categories.
• General Fund Budget Summary	Budget Summary by GASB category by Mayor and department.
• Summary of Operating Expenditures by Department	Operating Expenditures details based on the previous FY actuals, previous Adopted Budget, Department and Council Adopted budgets.
• Revenue Budget and Trend Analysis	Illustrative and descriptive analyses of the City's revenues and growth trends.
• General Fund Indirect Revenue	Report details Revenue, Amended, Mayor Proposed and Adopted Budget.
• City-Wide Revenue Summary	A columnar summary by major fund for each base expense account.
• City-Wide Expenditure Summary	A columnar summary by major fund for each base revenue account.
• Table Organization Summary	A listing by Fund summarizes Salaries by Department.



# CITY OF DANBURY

## ORGANIZATION CHART



<b>CITY OF DANBURY</b> <b>BOARDS &amp; COMMISSIONS</b>
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**ELECTED OFFICIALS**

City Council  
Constables  
Mayor  
Probate Judge  
Registrar of Voters  
Town Clerk  
Treasurer  
Zoning Commission

**COMMUNITY SERVICES**

Commission on Aging  
Commission for Persons with Disabilities  
Cultural Commission  
Danbury Council of Veterans  
Danbury Historic Properties Commission  
Danbury Museum & Historical Society  
Authority  
Library Board of Directors

**RETIREMENT BOARDS**

General Employees Pension Board  
Pre/Post 1967 Police Pension Board  
1983 Police Pension Board  
Pre/Post 1967 & Post 2011 Firefighters  
Pension Board  
Other Post-Employment Benefits (OPEB)  
Board

**OTHER CITY OPERATIONS**

Alarm Hearing Officers  
Board of Ethics  
Building Code Board of Appeals  
Civil Service Commission  
Danbury Housing Partnership  
Danbury Main Street Partnership  
Danbury Parking Authority  
Fair Rent Commission  
Danbury Housing Authority  
Mayor's Airport Task Force  
Parking Ticket Hearing Officer  
Redevelopment Agency  
Towing Hearing Officers  
Housatonic Area Regional Transit (HART)

**PARKS & RECREATION**

Candlewood Lake Authority  
Charles Ives Authority  
Conservation Commission  
Environmental Impact Commission  
Lake Kenosia Commission  
Parks and Recreation Commission  
Richter Park Authority  
Tarrywile Park Authority

**PLANNING & DEVELOPMENT**

Board of Assessment Appeals  
Planning Commission  
Zoning Board of Appeals

## CITY OF DANBURY ANNUAL OPERATING BUDGET PROCEDURES

Pursuant to the City's Balance Budget Policy, the City of Danbury strives to develop and maintain structurally balanced budgets for all operating funds. The Policy states: "budget will be balanced not just simply on a statutory basis where total budgeted revenues equal total budgeted expenditures. Rather operating budgets will be balanced on a true structural and sustainable basis where recurring revenues will exceed recurring expenditures on an annual basis."

For purposes of this policy statement, the following elements are the essential factors of structural balance:

**Fund Balance (Fund Equity)** – The difference between governmental fund assets and liabilities also referred to as fund equity.

**Timeframe** – Recurring revenues will be recognized and recurring expenditures will be incurred within the duration of the City's annual budget time period.

**Recurring Revenues** – Revenues that can be reasonably expected to continue from year to year with a high level of predictability. Examples of recurring revenue are property taxes, departmental receipts and inter-governmental transfers. Although the amounts of these revenues may fluctuate from year to year, they are generally considered routine on an annual basis.

**Non-Recurring Revenues** – Revenues that are derived from finite sources that cannot be expected to materialize from year to year and generally are realized due to one-time actions. These revenue sources are infrequent in nature and cannot be sustainable on a multi-year basis. Examples include transfers from reserves, favorable legal judgments, proceeds from asset sales or an unusually high yield from a recurring revenue source such as a dramatic rise in building permit fees attributable to a non-recurrent project. The reliance on non-recurring revenues will undermine a budget's long-term sustainability and according to City policy must not be used to balance the budget or for operational budgeting purposes.

**Recurring Expenditures** – Expenditures that are expected to occur for a government entity that is required to fulfill its basic mission or delivery of essential services. Examples include salaries, benefits, the costs of materials and services, and debt service. Typically, governments do not have considerable flexibility over the deferral these expenditures.

**Non-Recurring Expenditures** – An expenditure that is not essential for a government's daily operations in the provision of essential services such as the acquisition of major capital assets or capital projects.

## **BUDGET PROCEDURES (Continued)**

**Scope of Policy** – The City of Danbury will apply these principles to all operating funds including the general fund and any enterprise funds as well. In the case of enterprise funds, it is expected that these funds will be self-sufficient and that user fees will fully support the operations of the fund activities including debt service and capital costs.

**Periods of Structural Imbalance** – There will be times for all governments that structural balance may not be attainable. The causes of imbalance may include drastic changes in economic conditions, unanticipated reductions in recurring revenues, cyclical fluctuations in expenditures pressures or other extraordinary events.

In any of these cases, the use of non-recurring revenues may be considered and required legally to balance an operating budget. The use of non-recurring revenues such as fund balance appropriations may be necessary in order to prevent a disruption of essential municipal services during times of fiscal stress. Historically, the planned use of appropriated fund balance has been a strategic tool to balance the budget. However, as of the **FY 2020-2021 Budget**, the use of the Appropriated Fund Balance has been eliminated as planned. The inclusion of non-recurring revenues in these instances should be deemed as transitory and merely serve as a bridge to more sustainable operations. Along with the inclusion of any such non-recurring revenue or deferral of recurring expenditure, the City should include a well thought out plan to restore structural balance within a reasonable timeframe. A principal component of this plan should include a timetable to replenish any reserve balances that were drawn upon to remedy temporary budget gaps.

Upon approval by the City Council, appropriations for impromptu matters may come directly from fund balance, such as special litigation court settlements, asset purchases, significant non-routine capital expenditures, etc. As a matter of practice, the City generally strives to absorb these impromptu matters into its current operating budget whenever possible. Regardless of such unplanned financial expenses, the unappropriated fund balance has remained strong and steady as a level of about 9-10% of the ensuing year's budget – well within the City's policy goals of the **8-15%** range as established by the rating agency, Standard and Poor's for defining a "strong" position.

Pursuing the fairest and most appropriate method for revenue enhancement has always been a challenge during any budget process. Distinguishing between basic community services, which may already be included in a citizen's tax bill and those which may require a higher level of service and subject to a fee based charge, has always been open for discussion so that all revenue opportunities are thoroughly considered. Rates and fee structures are routinely reviewed by the City to ensure equity utilization of City services. Emphasis will always be given to protecting the interests of "tax payers" by aggressively defending the grand list and vigorously pursuing delinquent receivables of all types, i.e. tax, special services, utility, etc. The City reviews all assets to ensure that they are "active" and will consider selling, disposing, or donating inactive assets. In a sense, we are "spring cleaning" throughout the entire year.

## **BUDGET PROCEDURES (Continued)**

In a sense, we are “spring cleaning” throughout the entire year. Such strategies have helped close the past revenue/expenditure gaps and strengthen the City’s financial position. As a conservative budgetary practice, certain offset provisions are considered so as not to be excessively dependent on the planned use of appropriated fund balance. The offset provisions may be included within the expenditures, other revenues and/or through strategic management of the balance sheet. With so many economic uncertainties facing our nation and the City, it is vitally important that we remain prepared for the unpredictable fluctuations, which may occur in revenues associated with property taxes, state revenue, and housing market transactions.

Preparing the budget for presentation takes several months of collaborative efforts with departments to understand their needs and objectives for the remainder of this year and the next year. Often during this process, additional needs and saving opportunities arise especially as their historical spending trends are being reviewed. By using 10 years of empirical revenue and expenditure data, a cross analysis is performed by examining historical trends, initially by each account for the entire City, then by division and lastly, by department. After the departments submit their requested amounts and justifications, the analysis is performed once again to compare the account, division, and department requests with the historical trends. The process enables the Finance Department to discuss with the departments their financial requests as they relate to their departmental and citywide objectives given budgeting constraints. Additionally, this process ensures that departments’ accounts or line items are not needlessly funded in the new budget and as such, could be reallocated. In short, funds were reprioritized and any excess was squeezed out to keep government more affordable for the Danbury taxpayer.

The City will continue to impose deep spending restrictions. The Finance Department budget task force remains committed to finding cost saving opportunities and evaluating cost avoidance plans. Such strategies have helped close any possible revenue/current expenditure gap while strengthening the City’s financial position this fiscal year and into the next.

The Planning Director distributes the Capital Improvement Program forms and guidelines to department heads in early-November. Departments are required to return their requests to the Planning Director in about a month.

The budget “kick-off” meeting was held in mid- November. The Mayor and Director of Finance distributed the budget calendar, forms, and instructions to City department heads and representatives of the City’s outside agencies and authorities/commissions. An overview of economic conditions, trends and expectations was presented to provide a guideline for preparation of the next fiscal year’s budget. Department heads were required to submit their budget to the Director of Finance no later than January 2.

Budget submissions are reviewed, and a meeting is held with each department head during January to discuss justification of the budget submitted and any changes that need to be made. If necessary, additional discussions with department heads and outside agencies are scheduled throughout the month of February.

## **BUDGET PROCEDURES (Continued)**

During the month of March, the Mayor and Director of Finance finalize the budget, which is presented to the City Council at its April meeting. According to Danbury's City Charter, the Mayor must present a budget to the Council no later than April 6, which allows the Mayor the option of submitting the budget earlier than the April meeting.

During the month of April, the City Council reviews the Mayor's Adopted Budget. This budget is divided into four subdivisions – General Government I, General Government II, Public Works, and Health & Human Services, Public Safety and Social Services. Each is reviewed by a subcommittee composed of members of the City Council. Public hearings are held so that the citizens of Danbury may ask questions and voice their opinion of the adopted budget. The last date that the budget can be adopted is May 15. However, the City Council usually approves an Adopted Budget at its regularly scheduled May meeting (the first Tuesday of the month). The Budget Ordinance and Tax Resolution are formalized. The Adopted Budget is printed and is ready for distribution and posting on the City's web site on July 1.

### **FORMAL BUDGET PROCEDURES AS OUTLINED BY CITY CHARTER**

#### **General Form of Budget Presentation - Section 7.1**

The Mayor shall require each department, office or agency of the City, supported wholly or in part by any funds, or for which a specific City appropriation is made, including the Board of Education, to set forth in narrative or such other form as the Mayor may prescribe, a program or programs, showing services, activities and work accomplished during the current year and to be accomplished during the ensuing year with associated costs thereof and such other detailed information as the Mayor may require. The merit of a budget request shall stand the test of past and expected performance.

#### **Department Estimates Section 7.2**

The Mayor shall compile preliminary estimates for the annual budget. The head of each department, office or agency of the City, including the Board of Education, shall not be later than February 13<sup>th</sup>, or the next business day, thereafter if February 13<sup>th</sup> shall not be a business day, file with the Mayor, on forms prescribed and provided by him, a detailed estimate of the expenditures to be made by the department, office or agency and the revenue other than tax revenues to be collected thereby in the ensuing fiscal year and such other information as may be required by the Mayor or City Council.

#### **Duties of the Mayor on the Budget Section 7.3**

Not later than April 7<sup>th</sup> or the next business day thereafter if April 7<sup>th</sup> shall not be a business day, the Mayor shall present to the City Council a budget consisting of:

## **BUDGET PROCEDURES (Continued)**

1. **A budget message** outlining the financial policy of the City government and describing in connection therewith the important features of the budget plan indicating any major changes from the current fiscal year in financial policies, expenditures and revenues together with the reasons for such changes, and containing a clear general summary of its contents.
2. **Estimates of revenue**, presenting in parallel columns the itemized revenue collected in the last completed fiscal year, the receipts collected during the current fiscal year prior to the time of preparing the estimates, total revenue estimated to be collected during the current fiscal year, estimates of revenue, other than from the property tax, to be collected in the ensuing fiscal year, and a statement of an estimate of available surplus.
3. **Itemized estimates of expenditures**, presenting in parallel columns the actual expenditures for each department, office, agency or activity for the last completed fiscal year and for the current fiscal year prior to the time of preparing the estimates, total expenditures as estimated for the current fiscal year, and the Mayor's recommendations of the amounts to be appropriated for the ensuing fiscal year for all items, and such other information as may be required by the City Council. The Mayor shall present reasons for his recommendations.
4. The Board of Education shall have the same duties and follow the same form and procedure with respect to the budget of the Board of Education as required of the Mayor for other departmental estimates.
5. As part of the budget, the Mayor shall present a program, previously considered and acted upon by the City Planning Commission in accordance with Section 8-24 of the General Statutes, as amended, concerning municipal improvements, of adopted capital projects for the ensuing fiscal year and for the five fiscal years thereafter. Estimates of the costs of such projects shall be submitted to each department, office or agency in the form and manner prescribed by the Mayor. The Mayor shall recommend to the City Council those projects to be undertaken during the ensuing fiscal year and the method of financing them.
6. As part of the budget, the Mayor shall present to the Council the data required to be presented to the Mayor under the "General Form of Budget Presentation" heading above.

### **Duties of the City Council on the Budget Section 7.4**

The City Council shall hold one or more public hearings not later than May 1<sup>st</sup> or the next business day thereafter if May 1<sup>st</sup> shall not be a business day, at which any elector or taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year.

## **BUDGET PROCEDURES (Continued)**

Following receipt of the estimates from the Mayor, the Council shall cause sufficient copies of said estimates to be made available for general distribution in the office of the Legislative Assistant and, at least five (5) days prior to the aforementioned public hearing, the Council shall cause to be published in a newspaper having a circulation in the City a notice of such public hearing and a summary of said adopted budget estimates showing anticipated revenues by major sources, and adopted expenditures by budgets or department, and shall also show the amounts to be raised by taxation. Not later than May 15<sup>th</sup>, or the next business day thereafter if May 15<sup>th</sup> shall not be a business day, the Council shall adopt a budget and file the same with the Legislative Assistant; provided, however, if the Council shall insert new amounts or programs in the budget, such changes shall be adopted by an affirmative vote of at least two-thirds (2/3) of all members of the Council. The ordinance adopting the budget may provide for appropriations by department or function, and such appropriations need not be in greater detail than to indicate the total appropriation for each department or function. At the time when the Council shall adopt the budget, together with a provision for uncollectible taxes reserve, it shall also fix the tax rate in mills, which shall be levied on the taxable property in the City for the ensuing fiscal year.

Should the Council fail to adopt a budget within the time specified, the budget as transmitted by the Mayor, shall be deemed to have been finally adopted by said Council. The tax rate shall forthwith be fixed by the Mayor and thereafter expenditures shall be made in accordance with the budget so adopted.

### **Expenditures – Section 7.9, (subsections d, e, f, i, j)**

- d. The several departments, commissions, officers and boards of the City shall not involve the City in any obligation to spend money for any purpose in excess of the amount appropriated therefore until the matter has been approved by the City Council.
- e. The Mayor may at any time transfer any unencumbered appropriation among programs within a department, office, board, commission or agency. Upon the request of the Mayor, but only within the last four (4) months of the fiscal year, the City Council may by resolution transfer any unencumbered appropriation, balance or portion thereof from one department, commission, board or office to another. No transfer shall be made from any appropriation for debt service and other statutory charges.
- f. Additional appropriations over and above the total budget may be made from time to time by resolution of the City Council, upon recommendation of the Mayor and certification from the Director of Finance that there are available unappropriated general fund resources in excess of the adopted additional appropriations.



## **BUDGET PROCEDURES (Continued)**

- i. If at any time during the fiscal year the Mayor shall ascertain that revenues for the year and the general fund surplus from the preceding year will be less than the total appropriations, he shall review work programs and allotments to forestall the incurring of a deficit. He shall report to the City Council without delay, indicating the estimated amount of the deficit and his recommendations as to further action. The Council shall then take such action as may be necessary to prevent or reduce any deficit and for the purpose it may, by resolution, reduce one or more appropriations.
- j. Whenever at the close of a fiscal year there shall appear a deficit in the current accounts of the City, it shall be mandatory to make an appropriation sufficient to cover such deficit in the next succeeding budget

### **Emergency Appropriations**

For the purpose of meeting a public emergency threatening the lives, health or property of citizens, emergency appropriations may be made upon the recommendation of the Mayor and by an affirmative vote of not less than two-thirds (2/3) of the entire membership of the City Council, provided a public hearing, at which any elector or taxpayer of the City shall have an opportunity to be heard, shall be held prior to making such appropriation, notice of which hearing shall be given in a newspaper having circulation in the City not more than ten (10) nor less than five (5) days prior to such hearing. Such hearing and notice of hearing may be waived if the Council, by at least two-thirds (2/3) affirmative vote of its entire membership, shall decide that a delay in making the emergency appropriation would jeopardize the lives, health or property of citizens. Financing to meet said appropriations shall be provided in such manner, consistent with the provisions of the General Statutes as may be determine by the Council. Any borrowing ordinance adopted by the Council in order to meet said appropriations shall be adopted by an affirmative vote of at least two-thirds (2/3) of the entire membership and shall not be subject to referendum pursuant to either Sections 3-11 or 7-10 hereof.

### **Budget Procedures in response to COVID-19**

In response to COVID-19, Governor Ned Lamont issued [Executive Order No. 7C](#), which extends the Budget deadline for municipalities to June 15<sup>th</sup>, 2020. This extension allows the Finance Team to work remotely and separately, under these new constrained circumstances. In response, the City has made the following accommodations to continue its operations, which directly impacts the budget process:

- A) Countertop Sneeze Barriers have been installed in several public-facing areas to prevent the exchange of face-to-face respiration;
- B) An inventory of Personal Protection Equipment (PPE) of face masks and hand sanitizer are available for staff;
- C) Employees are regularly notified verbally and in written form to utilize the PPE when in-office;
- D) The Department of Finance has instituted a schedule whereby no more than 2 individuals per department are in-office simultaneously by staggering office hours, and upholding an approval process should there be changes.

### **BUDGET PROCEDURES (Continued)**

- E) The Information Technology department has outfitted the entire finance staff with technology and the means to work remotely, including workflow improvements, electronic approvals, going paperless in most cases, making cloud-based programs available for staff use and accessible to the public
- F) In the absence of in-person interactions, the Budget Team regularly makes use of online tools to ensure Budget Procedures and processes are maintained, communications are upheld, and data security is ensured;
- G) Risk Management maintains HIPAA Compliant communication measures, by using a secure email platform when exchanging messages with employees.

## **CITY OF DANBURY**

### **FINANCIAL POLICIES, OBJECTIVES & ECONOMIC CONSIDERATIONS**

#### **Introduction**

Predicting what the economy will do in the next six months or the next six years with any certainty is a challenge for municipalities. All that can be done is to ensure that the City is well positioned, financially speaking, to weather any temporary economic storm long enough so that we can make the necessary adjustments going forward. We need to ensure that the City is financially resilient and its operations are sustainable to continue to offer affordable quality services during periods of temporary economic fluctuations. Consequently, the City of Danbury has strategically taken a three to five-year approach in developing a sound financial plan since the Great Recession began in 2008. While the annual budgets primarily address a twelve-month financial plan, our multi-year strategy focuses on the taxpayer and strives towards a lower and more stable tax rate. Fortunately, the City is being proactive in managing the consequences relating to the COVID-19 crisis just as we were during the economic downturn and the Great Recession of 2008 by keeping a watchful eye on the next 3-5 years into the future. The City will continue to take the following proactive measures relating to our strategic plan to recover from this COVID-19 Crisis just as we have since the Great Recession:

- Citywide hiring freeze of non-public safety positions;
- Pension and employee benefit (especially in health insurance) reforms for current and new employees;
- Strategically funding capital projects with current dollars;
- Routinely refunding higher interest rate bonds with lower rate bonds saving \$6.3 million in future interest dollars since 2010;
- Fully funding the pension **ADEC** (Actuarially Determined Required Contribution);
- Pre-funding of **OPEB** (Other Post-Employment Benefits); and
- Investing in the replacement/upgrade of technical infrastructure (hardware and software).

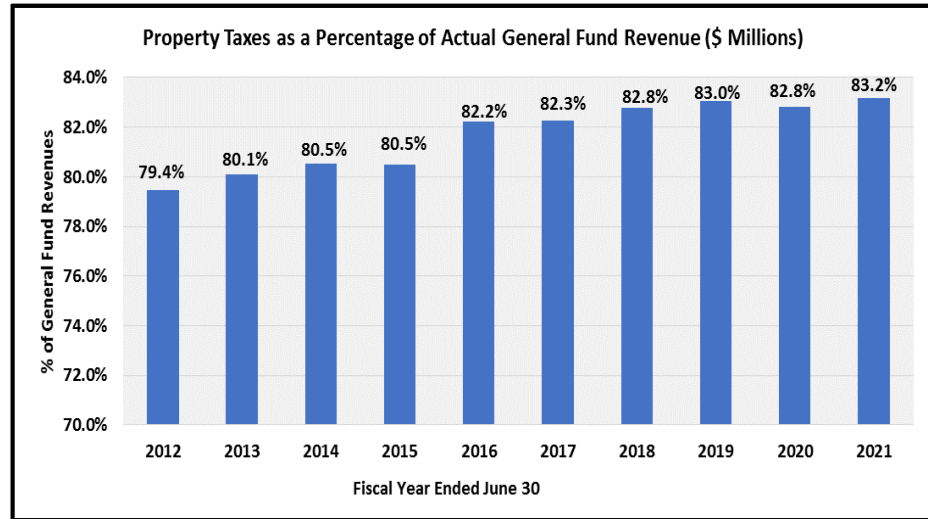
#### **ECONOMIC CONSIDERATIONS & FINANCIAL POLICIES**

Economic considerations and financial policies are key drivers for the City of Danbury in the development of the budget. These factors include: the City's grand list of taxable properties; state aid and unfunded state mandate; the reliance on the property tax to finance city government; overall economic conditions in the City; and financial policies concerning unassigned fund balance and debt management.

## Financial Policies, Objectives & Economic Considerations (Continued)

### Property Taxes & Grand List Growth

For FY 2020-2021, property taxes will account for **83.2%** of total revenues for the City. This has trended higher since 2011 because state revenues have steadily declined. Since 2011, educational costs and other state mandated programs have steadily increased every year while the state funding has steadily declined. Unfortunately, this funding imbalance has caused a very noticeable upward shift of the burden to local taxpayers. Historically, the state has funded educational increases by cutting funding to the City and giving funds directly to the BOE as illustrated with the Alliance Grant. The BOE received Alliance Grant funding of \$9.4 million and \$12.1 million for FY19 & FY20, respectively, and will receive \$14.8 million in FY 2020-2021 - a \$2.7 million increase to the BOE.



**\* 2021 Adopted Budget**

The City constantly seeks opportunities to reduce costs and identify additional revenue sources to reduce the tax burden on local property owners and to lower the percentage levels of property taxes as a percentage of general fund revenue. The extent to which property taxes make up total revenues will fluctuate depending on the composition of those non-property tax revenues and the costs necessary to provide services. The FY 2020-2021 Budget reflects a temporary reduction in non-property tax revenues of \$1.0 million due to the impact of COVID-19 while overall general fund spending increased by a minimal amount of \$0.5 million (0.19%) to \$262 million.

## Financial Policies, Objectives & Economic Considerations (Continued)

The October 1, 2019 net taxable Grand List has grown by approximately 54.7 million (0.70%). The October 1, 2017 revaluation realized a net taxable Grand List growth of 603.5 million (8.46%), the “organic” or real growth was about 1.45% - more in line with our trend in recent years.

### CHANGES IN NET TAXABLE GRAND LIST AFTER BOARD OF ASSESSMENT APPEALS

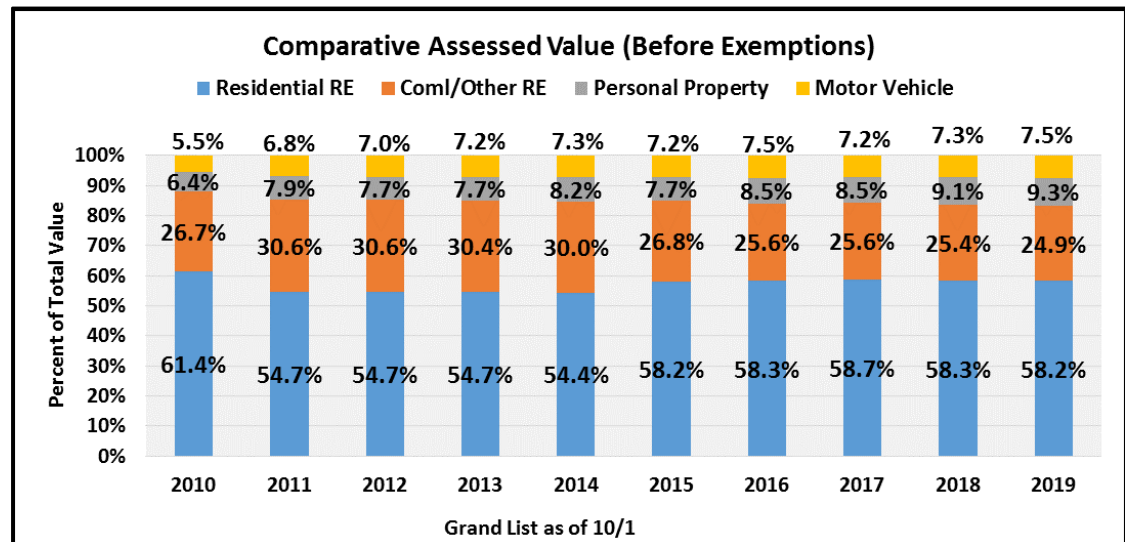
	OCTOBER 1, 2017*	OCTOBER 1, 2018	OCTOBER 1, 2019**	CHANGE 19 vs 18	% CHANGE
REAL ESTATE	6,672,129,235	6,709,285,930	6,730,140,562	20,854,632	0.31%
PERSONAL PROPERTY	496,821,893	549,432,662	557,023,419	7,590,757	1.38%
MOTOR VEHICLES	564,792,300	581,840,320	608,059,781	26,219,461	4.31%
<b>TOTALS</b>	<b>7,733,743,428</b>	<b>7,840,558,912</b>	<b>7,895,223,762</b>	<b>54,664,850</b>	<b>0.70%</b>
Growth Rate	8.46%	1.38%	0.70%		

\* Revaluation Year

\*\* Grand List before Board of Appeals.

The grand list has been consistently growing for many years. Such growth has varied between the asset classes leading to a proportionate shift from Residential (-6.3%) to Commercial Real Estate (0.8%), Personal Property (3.2%) and Motor Vehicle (2.3%) as illustrated in the table.

As mandated by the State, the City must perform a revaluation of properties every five years. **The next mandated revaluation will be effective for the October 1, 2022 Grand List.**



### Financial Policies, Objectives & Economic Considerations (Continued)

As the table below illustrates, the City of Danbury was not immune to the impact of the national Great Recession of 2008 nor to the State's calamities in recent years. It is important to note that all permit types and revenues are cyclical. The total number of permits have significantly increased since hitting bottom during **2010-2012** indicating a recovery for the Danbury economy. While the scope of projects may be smaller and revenues are lower than in the past, the City remains as vibrant and attractive as ever as evidenced by our strong activity numbers. The FY 2020-2021 Budget reflects the estimated impact of COVID-19 combined with activity trends of planned projects for building permits, fees and revenues associated with real estate transactions, such as conveyance tax.

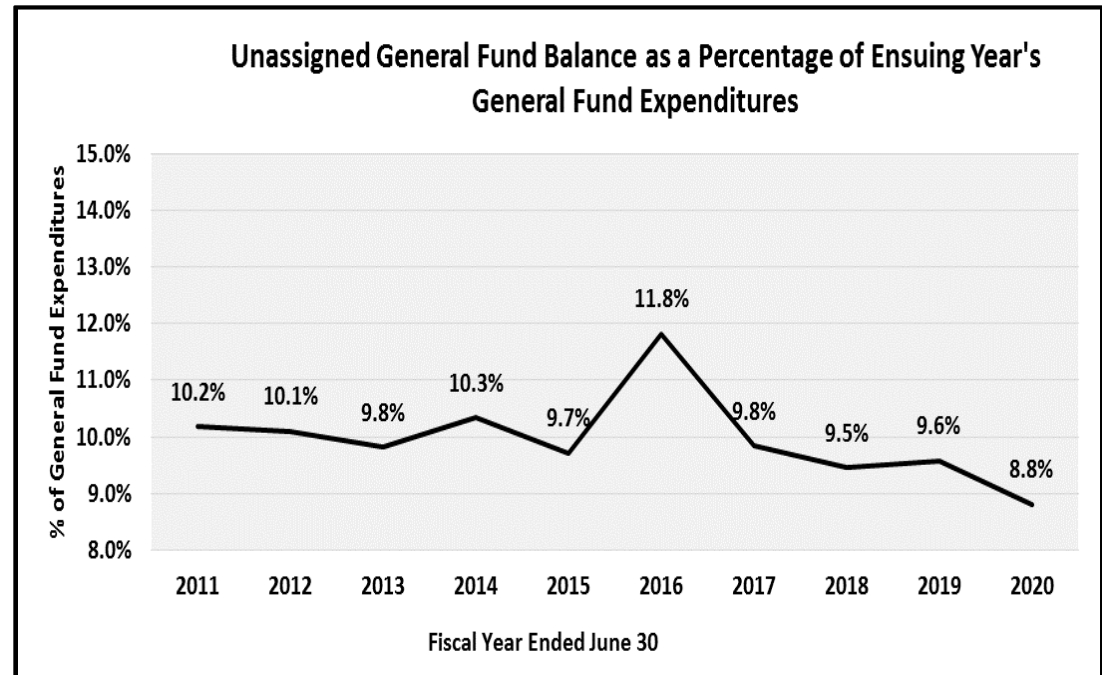
<b>BUILDING PERMITS</b>							
<b>Calendar Year</b>	<b>Residential</b>		<b>Commercial</b>		<b>Industrial</b>		<b>Total</b>
<b>Ending 12/31</b>	<b>No.</b>	<b>Value</b>	<b>No.</b>	<b>Value</b>	<b>No.</b>	<b>Value</b>	<b>No. Value</b>
2019	1,026	\$43,432,477	193	\$52,901,766	11	\$ 1,500,000	1,230 \$ 97,834,243
2018	977	43,988,687	180	51,759,308	2	1,000,000	1,159 96,747,995
2017	1,036	55,776,275	200	29,432,456	2	500,000	1,238 85,708,731
2016	876	40,316,792	231	78,064,219	3	913,500	1,110 119,294,511
2015	900	115,268,512	241	51,735,137	5	1,646,000	1,146 168,649,649
2014	951	78,906,280	10	13,451,161	192	48,270,735	1,153 140,628,176
2013	967	42,944,615	219	145,532,615	11	16,709,942	1,197 205,187,172
2012	872	92,841,102	273	72,099,494	4	5,422,450	1,149 170,363,046
2011	829	30,801,215	235	45,597,554	11	4,619,000	1,075 81,017,769
2010	823	29,438,911	225	44,204,745	7	10,037,000	1,055 83,680,656
2009	949	59,205,660	165	25,269,316	11	1,450,559	1,125 85,925,535
2008	808	34,115,571	226	20,464,467	10	51,439,000	1,044 106,019,038

*Source: Building Department, City of Danbury*

## Financial Policies, Objectives & Economic Considerations (Continued)

### Fund Balance

The City's practice has always been to maintain an unassigned general fund balance as a percentage of General Fund expenditures which is sufficient enough: to ensure adequate levels of liquidity and working capital; to improve budget flexibility and the ability to withstand economic downturns; and to enhance the City's credit rating. The rating agencies favorably recognized the City for formally adopting strong financial policies such as a fund balance policy that uses similar guidelines provided by the rating agencies and the GFOA (Government Finance Officers Association). The audited unassigned fund balance as of June 30, 2019 is \$25.1 million or about 9.6% and will be about 8.8% as of June 30, 2020. According to Standard and Poor's guidelines, an unassigned fund balance between 8-15% is considered "Strong."

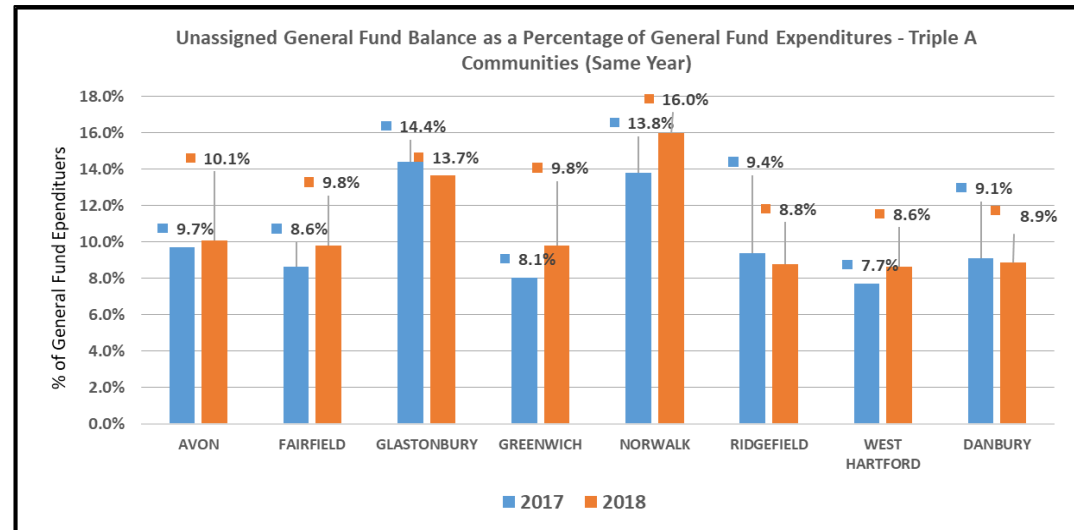


### Financial Policies, Objectives & Economic Considerations (Continued)

I am very proud that Fitch, one of the three major rating agencies, upgraded the rating for the City of Danbury, a few years ago to its highest rating – triple AAA. This translated into lower net interest costs for debt issuances resulting in savings of future tax dollars.

Standard & Poor's, the largest of the rating agencies states that the ratings reflect the City's:

- Strong and diverse economy located in Fairfield County, featuring extremely strong per capita market value and high per capita retail sales;
- Income levels above national averages;
- Sound financial operations and conservative management practices; and
- Moderate debt burden, coupled with a manageable capital improvement plan (CIP)
- In comparison with other triple AAA rated communities in Connecticut, we are favorably positioned with municipalities with higher credit ratings than our own.



- ❖ Please note that the state uses a modified calculation approach which includes other expenditures thus reducing Unassigned Fund Balance as a Percentage in comparison to the City's calculation. This chart should be used for comparative purposes only.



## **Financial Policies, Objectives & Economic Considerations (Continued)**

### **Capital Financing and Debt Management**

In November 2012, the voters approved \$55.0 million for the following capital improvement projects: \$44.0 million to renovate, expand and reconfigure space at Shelter Rock Elementary, Stadley Rough Elementary, Park Avenue Elementary and Mill Ridge Primary Schools to address the growing student population and changing programming needs; \$1.9 million to the bridge replacement/renovation fund; \$550,000 to renovate, improve and upgrade the Library Annex into a small business incubator facility; and \$8.5 million for improvements to the sewer and water infrastructure and facilities.

In June 2015, the voters approved \$53.5 million for a building addition, program improvements and safety enhancements at the Danbury High School. State Grants will fund approximately 80% of the BOE project that started with the referendum in 2012.

In November 2016, the voters approved \$20.0 million for the following: \$10.0 million for the Danbury Waste Water Treatment Plant design; \$4.35 million for street paving, drainage and bridge repair; \$1.1 million street infrastructure improvements; \$1.05 million for recreation improvements; \$2.55 million Richter Park and Tarrywile Park improvements; and \$0.95 for a new animal control facility.

In November 2018, the voters approved \$102.5 million for the Danbury Waste Water Treatment Plan that will be funded in part by grants financed with clean water fund loans and subsequently repaid by the rate-payers.

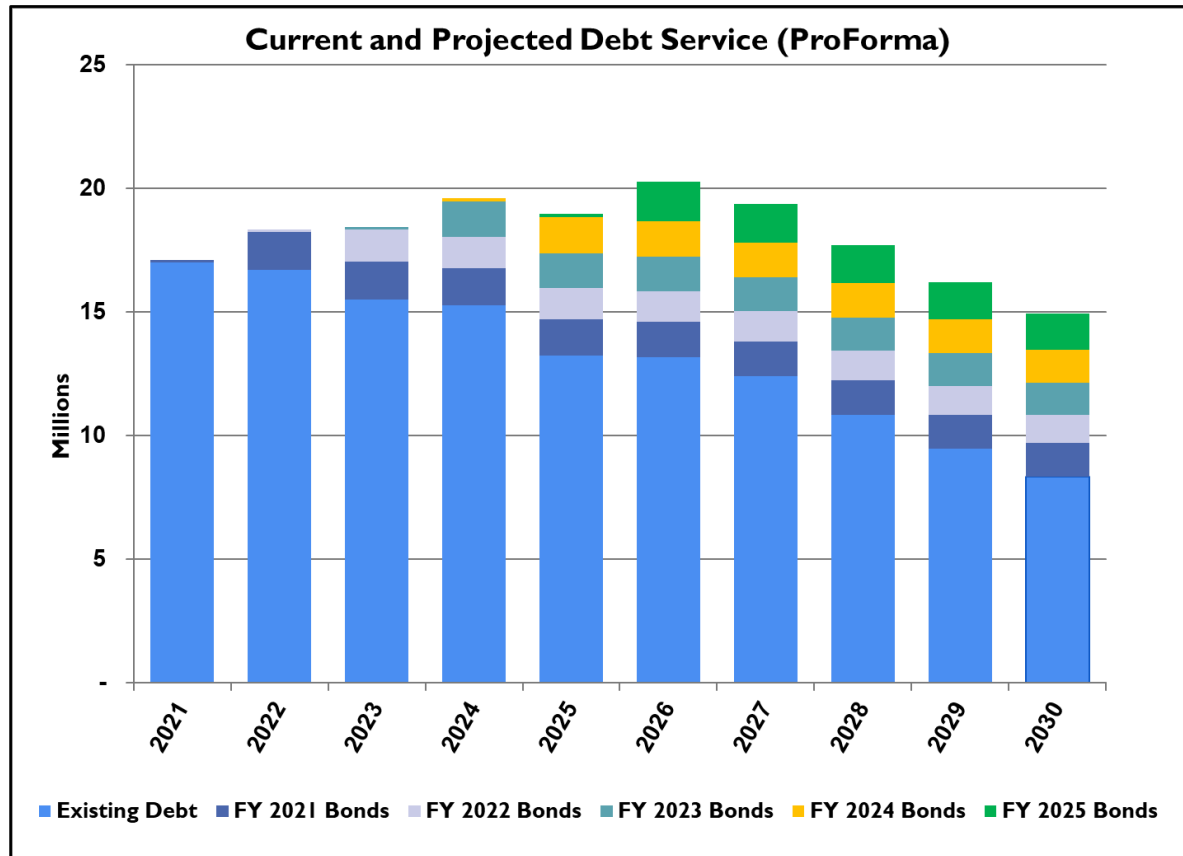
Although nearly \$100 million have been invested in the Danbury educational facilities since 2012 to add classrooms, expand programs, and renovate/modernize facilities to meet the needs for 2020 and beyond; the unexpected and unplanned increase in school enrollment in August 2019 indicated that additional investments in our School Buildings are needed and soon to meet the growth in enrollment.

In February 2020, the City Council approved sending the SNAPP-2020 bond proposal to the voters at the April Presidential primary. The primary was rescheduled twice and then the Governor issued [Executive Order 7S](#) that allowed the local legislative body to authorize municipal general obligation bonds waiving the requirement for in person approval by the electors or taxpayers. The City Council adopted the SNAPP-2020 at their May 5, 2020 meeting in the amount of \$62,000,000. The bond consists of one ordinance for various City capital improvement programs of \$38,700,000 and one ordinance for various School capital improvement programs of \$23,300,000.

## Financial Policies, Objectives & Economic Considerations (Continued)

The City projects include planning, design, and construction of various capital improvement projects including, but not limited to: major road repairs, downtown streetscape improvements, renovation and development of City's recreation and park facilities, various go green initiatives, and construction of apparatus structure facility for the Fire Department. The School projects include planning, design, and construction of various capital improvement projects including, but not limited to: Osborne Street facility renovation, replace or repair elevators, and create additional classroom space throughout the school district.

In proposing these capital project investments, the City does so within a framework of capital financing practices designed to ensure that the debt associated with these projects does not place undue pressure on the mill rate and our taxpayers. We will issue bonds (permanent debt) as old debt is retiring to minimize the budgetary and mill rate impact to taxpayers.



## Financial Policies, Objectives & Economic Considerations (Continued)

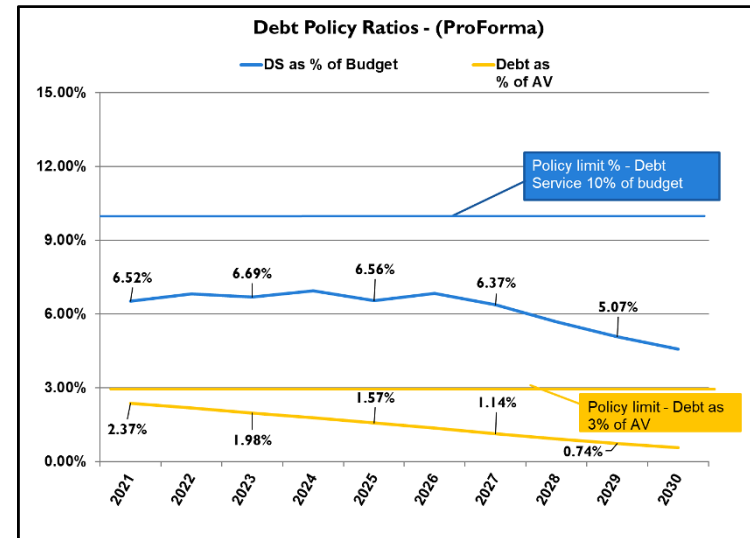
The City has adopted a Debt Management Policy using industry guidelines and best practices. Such policy addresses debt structure, pay-down/call provisions, and address post issuance compliance procedures while establishing the following standard debt benchmark ratios:

- ❖ Debt service as a percent of expenditures should not exceed 10% and
- ❖ Debt as a percentage of assessed valuation shall not exceed 3.0%.

As illustrated, the City will remain well below its policy benchmarks if the projected bonding of authorized debt occurred in the next five years. The projected peak of outstanding debt will be in FY 2021 at \$131.0 million when most prior authorizations are exhausted and then decline to \$49.9 million in FY 2029-2030 as the debt is paid.

Debt Service as a percentage of general fund expenditures will peak at 6.94% in FY 2024 and debt as a percentage of assessed valuation will peak in FY 2021 at 2.37%. Given the City's conservative debt practices, ratios have trended downward even as we issued new debt. Even though the City continues to substantially make capital investments, it does so by funding such projects through a balanced financing from capital reserves (current tax levy), debt issues, capital leases and fund balance (when necessary). Furthermore, to minimize the budgetary impact of the cost of such capital projects, the City strategically issues new debt as old debt expires.

The bonding associated with current available bonding authorizations for projects will occur by FY 2026 by issuing about \$10-12 million annually. Additional charts and tables on debt levels can be found in the *"City Indebtedness And Debt Limits"*, *"Statement of Debt Limitation"*, *"Combined Schedule of Bonded Debt Through Maturity"*, *"Outstanding Short Term Debt Bond Anticipation Notes All Funds"*, *"Ratio of Debt Service Expenditures for General Bonded Debt to Total General Fund Expenditures"*, and *"Ratios of General Bonded Debt to Assessed Value and Per Capita"*, sections located in the **Capital Section**.



Fiscal Year	Outstanding Debt as of June 30 (in Millions)	Debt Service as % of Expend.	Debt as % of Taxable Assessed Valuation
2020-2021	131.0	6.52%	2.37%
2021-2022	130.2	6.82%	2.18%
2022-2023	126.3	6.69%	1.98%
2023-2024	123.0	6.94%	1.78%
2024-2025	118.1	6.56%	1.57%
2025-2026	114.5	6.84%	1.36%
2026-2027	97.2	6.37%	1.14%
2027-2028	80.3	5.68%	0.93%
2028-2029	64.5	5.07%	0.74%
2029-2030	49.9	4.57%	0.56%

**CITY OF DANBURY**  
**2020-2021 BUDGET PREPARATION CALENDAR**

DATE	ACTIVITY
October 24, 2019	Planning Director distributes Capital Budget forms and guidelines
November 25 <sup>th</sup> , 2019	Capital Budgets are due to Planning Director
December 4, 2019	Mayor's Budget Message with budget guidelines are distributed
December 10 <sup>th</sup> & 11 <sup>th</sup> , 2019	Budget Training Sessions in the EOC
January 10, 2020	Deadline for submission of Budget Requests to Finance Director
January 6 – January 30, 2020	Director of Finance reviews budget submissions and meets with Department Heads
January 27- March 7, 2020	Mayor & Finance Director review and prepare final recommendations
February 14, 2020	Deadlines: Capital Budget (Planning Commission) and Budget Request (Board of Education)
March 10 - 20, 2020	Proposed Budget is prepared for printing/binding. Budget Ordinance & Tax Resolution are drafted
April 3, 2020 *	Mayor presents Budget to City Council (Must present to Council no later than April 7*)
April 5 – April 24, 2020	City Council Budget review. Public hearings are held (prior to May 1*). Notice of hearings published five days prior. Proposed budget printed in Danbury News Times.
May 15, 2020 *	Final Budget Adoption Deadline (Per the City Charter, Budget must adopted by May 15*)
May 18 – June 10, 2020	Preparation & Printing of Budgets
June 15 <sup>th</sup> , 2020	Budget submitted to City Council for final approval. Extended per CT Governor's <a href="#">Executive Order No. 7C, Item #5</a>
July 1, 2020	Adopted Budget available on City's website

## CITY OF DANBURY

### FINANCIAL STRUCTURE AND BASIS OF ACCOUNTING

The accounts of the City of Danbury are organized on a fund basis, each of which is considered a separate accounting entity. The activities of each fund are accounted for with a distinct set of self-balancing accounts that includes expenditures, revenues, assets, liabilities and fund equity. Resources are allocated to and accounted for in individual funds based on the purposes for which they are to be expended and to maintain control and accountability.

All of the funds of the City of Danbury are divided into three categories: governmental funds, proprietary funds and fiduciary funds.

**Governmental Funds:** The City of Danbury maintains 25 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund which is considered to be a major fund. Other funds considered to be Major Funds are Miscellaneous Special Revenue, Vision 2020 and the Roads Fund. The Miscellaneous Special Revenue Fund is the consolidation of 45 small grant programs that have been combined for the purposes of financial reporting. This is considered a major fund. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements in the Comprehensive Annual Financial Report. Non-major governmental funds are combined into a single, aggregated presentation as other governmental funds. Such funds include the School Lunch Program Fund, the Community Development Block Grant Fund, the Animal Control Fund, the School-Based Health Center Grant Fund, the LOCIP Fund, Airport Projects Fund, State and Federal School Projects Fund, the Library Fund, the Metro North Parking Lease Fund, Open Space Bond, Public Safety Bond, Century 21 PI Fund, the City Projects Fund, the Danbury Neighborhood Bond Fund, the Head Start Bond Fund, CRM Project Fund, DHS 2020 Fund and the Farioly Permanent Fund.

Governmental funds are used to finance the vast majority of the City's activities. Governmental funds include the General Fund, the Special Revenue Fund and Capital Projects Fund.

- **General Fund** – The General Fund is the general operating fund of the City government. All unrestricted sources, except those required to be accounted for in another fund, are included in this fund. General operating expenditures, fixed charges, principal and interest on long term debt, and some capital improvements costs are paid from this fund.
- **Special Revenue Funds** – The Special Revenue Funds are used to account for the proceeds of the 13 small grant programs that are either required by law or administrative action to be accounted for in a separate fund. Special Revenue Funds appropriated in the budget include the Animal Control Fund and the Local Capital Improvement Program (LOCIP). Other special revenue funds maintained by the City of Danbury are not subject to appropriation, and information on these funds is not included in this document, but is included in the City's (CAFR).

## **FINANCIAL STRUCTURE (continued)**

- **Capital Projects Fund** – The Capital Projects Fund is used to account for resources related to the acquisition and/or construction/renovation/significant repair of capital facilities.

**Proprietary Funds:** These funds are used to account for activities similar to those funds in the private sector where the determination of net income is necessary or useful to sound financial administration. The City maintains four different types of proprietary funds, each of which are subject to budgetary control and appropriation. The Enterprise types consist of the Ambulance, Water and Sewer Funds, which account for activities related to the provision of emergency medical services, water services and wastewater treatment. The Internal Service Fund accounts for employee benefits, liability insurance, worker's compensation, heart and hypertension claims, and retiree benefits.

**Fiduciary Funds:** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to provide services to the City constituency. The City has eight (8) pension fund trust funds, one private purpose fund and eleven (11) agency funds. The accounting used for fiduciary funds is much like that used for proprietary funds. The one OPEB Trust fund is not subject to budgetary appropriation.

## **ACCOUNTING AND BUDGETARY BASIS**

The Annual Fiscal Year Adopted Budget and the Comprehensive Annual Financial Report (CAFR) strive to communicate to interested parties (the public) a detailed summary of the financial health and an overview of the future plans of the City. At first glance, there may appear to be a slight disconnect between the two reports. However, disparities between the GAAP basis of accounting and the basis of budgeting do often occur because regulations governing budgeting (e.g., laws or local ordinances) differ from GAAP. Some of the more common differences between GAAP and the budgetary basis of budgeting are as follows:

- Encumbered amounts are commonly treated as expenditures under the basis of budgeting, while encumbrances are never classified as expenditures under the GAAP basis of accounting.
- Budgetary revenues and expenditures may include items classified as "other financing sources" and "other financing uses" under the GAAP basis of accounting.
- The fund structure used in GAAP financial statements may differ from the fund structure used for budgetary purposes (e.g., debt service payments may be accounted for in the general fund for budgetary purpose, but may be reported in a debt service fund in the GAAP financial statements).

## **FINANCIAL STRUCTURE (continued)**

- The government's budget document may not include all of the component units and funds incorporated into the GAAP financial statements (e.g., Danbury Parking Authority, Richter Park Authority, Danbury Museum and Historical Society Authority, Ives Authority for the Performing Arts and Tarrywile Park Authority included in the GAAP financial statements may not be incorporated into the budget). Under the GAAP basis of accounting used in proprietary funds, the receipt of long term debt proceeds, capital outlays, and debt service principal payments are not reported in operations, but allocations for depreciation and amortization expense are recorded. Often the opposite is true under the basis of budgeting.
- Under GAAP basis of accounting, on-behalf revenues and expenditures must be reported. They are generally not included under the basis of budgeting (e.g., payments by the state to a pension plan for the government's employees).<sup>1</sup>

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The City of Danbury relies on two methods in its accounting and budgetary systems to account for revenues and expenditures.

- A) Modified Accrual Basis of Accounting:** Under the modified accrual basis of accounting, revenues are recognized when they are both measurable and available to finance current operations. These revenue items consist primarily of property taxes, special assessments and interest on investments. Fines, permits and charges for services are not susceptible to accrual as they are not measurable until the cash is received. Expenditures are generally recognized under the modified accrual basis of accounting when the liability is incurred. Exceptions to this policy are: (1) principal and interest on long-term debt, which is recognized when paid; and (2) compensated absences, claims and landfill closure costs, which are recognized when the obligations are expected to be liquidated with expendable available financial resources.
- B) Accrual Basis of Accounting:** The accrual basis of accounting is used for pension funds, internal service funds and non-expendable trust funds with revenues recorded when earned and expenses when incurred.

*Encumbrances are recognized as a valid and proper charge against a budget appropriation in the year in which the purchase order is issued, and accordingly, encumbrances outstanding at year-end are reflected in budgetary reports as expenditures in the current year but are shown as reservation of fund balance on a GAAP basis.*

## **FINANCIAL STRUCTURE (continued)**

<sup>1</sup> GFOA recommended practice on “Relationship Between Budgetary and Financial Statement Information” (1999). The **budgetary basis** follows the modified accrual basis of accounting except:

<b><u>Summary of Fund Types &amp; Basis of Accounting</u></b>					
<b><u>Fund</u></b>	<b><u>Appropriated Fund</u></b>	<b><u>Audited Fund</u></b>	<b><u>Fund Type</u></b>	<b><u>Basis of Accounting</u></b>	<b><u>Major Fund</u></b>
General Fund	Yes	Yes	Governmental	Modified Accrual	Yes
Water Fund	Yes	Yes	Proprietary	Accrual	Yes
Sewer Fund	Yes	Yes	Proprietary	Accrual	Yes
Ambulance Fund	Yes	Yes	Proprietary	Accrual	Yes
Animal Control Fund	Yes	Yes	Governmental	Modified Accrual	No
Capital Projects Fund	Yes	Yes	Governmental	Modified Accrual	No
Internal Service Fund	Yes	Yes	Proprietary	Accrual	Yes
Special Revenue Fund	No	Yes	Governmental	Modified Accrual	No



## CITY OF DANBURY

### EXPENDITURE CATEGORIZATION AND TREND ANALYSIS

The City's General Fund expenditures are categorized as follows:

**General Government** – Includes City Council, Mayor, Legislative Assistant, Office of Project Excellence, Ordinances, Probate Court, Registrars and Elections, Treasurer, Finance, Information Technology, Independent Audit, Bureau of Assessments, Board of Assessment Appeals, Tax Collector, Purchasing, Corporation Counsel, Town Clerk, Annual Report, Permit Coordination, Planning, Office of Business Advocacy, Conservation Commission, Department of Human Resources, Mayor's Discretionary Fund, Fair Rent Commission, City Memberships, Lake Authority, Retirement Administration, Labor Negotiations, Public Buildings, City Hall Building, Library Building, Police Station Building, Senior Center Building, Old Jail Building, Old Library Building and Park Buildings.

**Public Safety**: Police Department, Fire Department, Building Inspector, Civil Preparedness, Consumer Protection, Unified Neighborhood Inspection Team, Airport, and HART.

**Public Works**: Director of Public Works, Highways, State Aid Highway Projects, Snow and Ice Removal, Street Lighting, Park Maintenance, Forestry, Public Building Maintenance and Repair, Equipment Maintenance, Recycling/Solid Waste, Engineering, and Construction Services.

**Health and Welfare**: Health and Human Services, Veterans Advisory Center, Elderly Services, Elderly Transportation, and Community Services.

**Education** – Includes Education and Schools Health and Welfare.

**Culture and Recreation**: Danbury Public Library, Long Ridge Library, Recreation, Tarrywile Park Authority, Cultural Commission, Lake Kenosia Commission, Ives Authority for the Performing Arts, and Danbury Museum Authority.

**Pension & Other Employee Benefits** – Includes FICA, Pension Expense, Employee Service Benefit, Worker's Compensation, Unemployment Compensation, Employee Health & Life Insurance, Union Welfare Contribution, and Risk Management.

**Debt Service** – Includes Interest on Debt, Interest on School Debt, Redemption of Debt, and Redemption of School Debt.

**Contingency** – Includes Contingency for unexpected events.

**Transfer Out** - Operating Transfers Out to Animal Control Fund and Capital Fund.

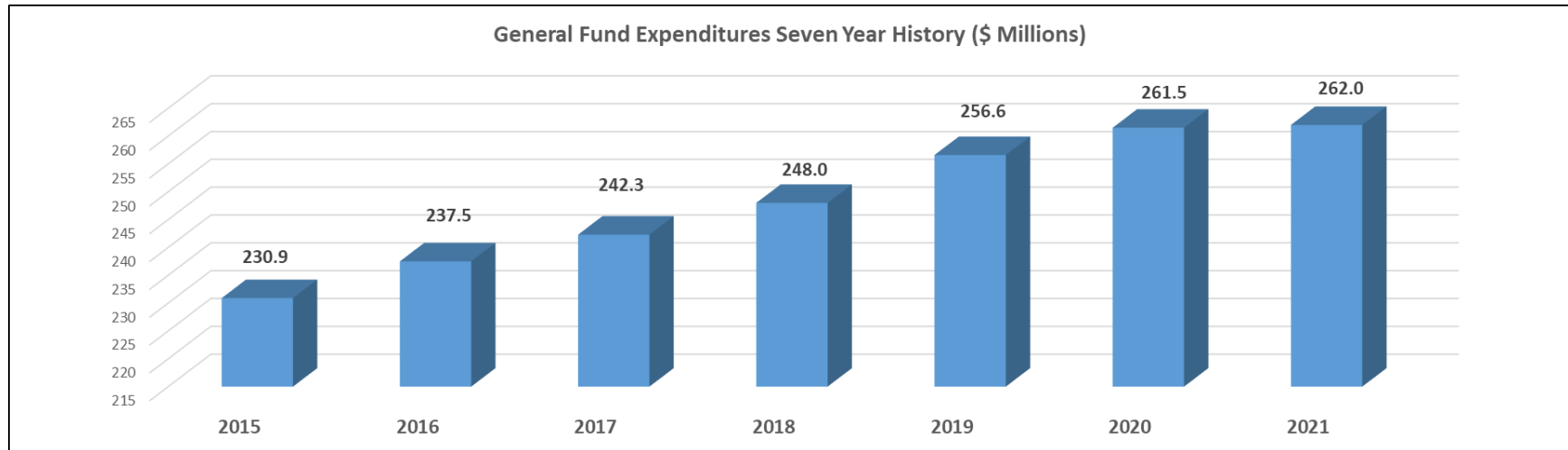
# CITY OF DANBURY

## GENERAL FUND EXPENDITURES: 7-YEAR HISTORY

**General Fund Expenditures: 7-Year History**

FUNCTION	FY 14-15 ACTUAL		FY 15-16 ACTUAL		FY 16-17 ACTUAL		FY 17-18 ACTUAL		FY 18-19 ACTUAL		FY 19-20 ADOPTED		FY 20-21 ADOPTED	
	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%	\$	%
General Government	9,652,416	4.2%	9,668,100	4.1%	10,007,884	4.1%	9,560,967	3.9%	10,421,155	4.1%	10,818,411	4.1%	10,838,411	4.1%
Public Safety	33,945,155	14.7%	34,875,811	14.7%	35,232,407	14.5%	36,494,037	14.7%	37,088,963	14.5%	37,756,594	14.4%	38,456,594	14.7%
Public Works	9,413,822	4.1%	9,537,691	4.0%	10,022,082	4.1%	9,770,841	3.9%	9,847,855	3.8%	10,734,503	4.1%	10,734,503	4.1%
Health & Welfare	1,973,258	0.9%	2,180,243	0.9%	2,042,538	0.8%	2,189,430	0.9%	2,043,452	0.8%	2,364,095	0.9%	2,432,095	0.9%
Education	121,976,528	52.8%	124,208,575	52.3%	126,312,643	52.1%	128,658,575	51.9%	132,456,357	51.6%	134,858,575	51.6%	136,108,575	51.9%
Culture & Recreation	2,630,485	1.1%	2,724,955	1.1%	2,782,792	1.1%	2,847,111	1.1%	2,838,885	1.1%	3,009,862	1.2%	2,938,019	1.1%
Pension & Other Benefits	31,009,090	13.4%	32,704,190	13.8%	35,377,176	14.6%	36,424,945	14.7%	38,913,258	15.2%	40,788,688	15.6%	39,105,548	14.9%
Debt Service	14,505,473	6.3%	15,531,124	6.5%	15,758,195	6.5%	16,616,311	6.7%	16,970,341	6.6%	16,667,350	6.4%	17,184,333	6.6%
Contingency*	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	333,000	0.1%	333,000	0.1%
Transfer Out	5,804,149	2.5%	6,029,347	2.5%	4,729,922	2.0%	5,484,922	2.2%	6,056,635	2.4%	4,168,922	1.6%	3,868,922	1.5%
<b>Total General Fund</b>	<b>230,910,377</b>	<b>100.0%</b>	<b>237,460,035</b>	<b>100.0%</b>	<b>242,265,638</b>	<b>100.0%</b>	<b>248,047,140</b>	<b>100.0%</b>	<b>256,636,901</b>	<b>100.0%</b>	<b>261,500,000</b>	<b>100.0%</b>	<b>262,000,000</b>	<b>100.0%</b>

\*Contingency funds are transferred to other accounts during the fiscal year, as such the actual year-end balances reflect the utilization of these contingency funds



<p style="text-align: center;"><b>CITY OF DANBURY</b></p> <p style="text-align: center;"><b>SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN GENERAL FUND BALANCE</b></p> <p style="text-align: center;"><b>FISCAL YEARS 2016-2017 TO 2020-2021</b></p>
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	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b>REVENUES</b>					
Property Taxes	203,508,587	209,305,618	215,093,015	216,566,602	217,930,000
Intergovernmental	59,633,635	62,381,831	41,471,339	30,315,390	30,311,390
Licenses & Permits	3,728,908	3,494,955	4,163,255	4,504,820	4,140,795
Fines & Penalties	203,799	296,040	377,021	1,665,200	1,529,900
Interest Income	597,792	1,195,134	1,782,051	1,549,476	1,400,000
Charges for Services	4,274,980	4,115,253	5,014,806	2,298,512	2,087,915
<b>TOTAL REVENUES</b>	<b>271,947,701</b>	<b>280,788,831</b>	<b>267,901,487</b>	<b>256,900,000</b>	<b>257,400,000</b>
General Government	10,049,384	11,205,788	12,016,917	10,818,411	10,838,411
Public Safety	35,214,369	34,532,494	35,984,837	37,756,594	38,456,594
Public Works	9,951,731	9,756,591	9,847,081	10,734,503	10,734,503
Health and Welfare	2,050,300	2,055,065	1,940,901	2,364,095	2,432,095
Education	155,279,684	159,025,402	144,506,581	134,858,575	136,108,575
Culture & Recreation	2,775,925	2,276,744	2,417,160	3,009,862	2,938,019
Pension & Other Benefits	35,377,176	36,431,949	38,913,258	40,788,688	39,105,548
Debt Service	15,758,195	16,634,195	11,542,844	16,667,350	17,184,333
Contingency	-	-	5,427,497	333,000	333,000
Capital	4,348,922	91,584	-	3,878,922	3,578,922
<b>TOTAL EXPENDITURES</b>	<b>270,805,686</b>	<b>272,009,812</b>	<b>262,597,076</b>	<b>261,210,000</b>	<b>261,710,000</b>
Revenues Over (Under) Expenditures	1,142,015	8,779,019	5,304,411	(4,310,000)	(4,310,000)
Other Financing Sources/(Uses)	1,530,369	(4,031,571)	(4,323,188)	(290,000)	(290,000)
Net Change in Fund Balance	2,672,384	4,747,448	981,223	(4,600,000)	(4,600,000)
<b>Beginning Fund Balance</b>	<b>32,011,196</b>	<b>34,683,580</b>	<b>39,431,028</b>	<b>40,412,251</b>	<b>35,812,251</b>
<b>Ending Fund Balance</b>	<b>34,683,580</b>	<b>39,431,028</b>	<b>40,412,251</b>	<b>35,812,251</b>	<b>31,212,251</b>

**CITY OF DANBURY**  
**2019-2021 SUMMARY OF FINANCIAL SOURCES AND USES**

	GENERAL FUND			AMBULANCE FUND			ANIMAL CONTROL FUND		
	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>FINANCIAL SOURCES</u></b>									
Property Taxes	215,093,015	216,566,602	217,930,000						
Intergovernmental	41,471,339	30,315,390	30,311,390						
Licenses & Permits	4,163,255	4,504,820	4,140,795						
Fines & Penalties	377,021	1,665,200	1,529,900						
Interest Income	1,782,051	1,549,476	1,400,000	1,776	1,000	3,000	4,963	4,000	3,500
Charges for Services	5,014,806	2,298,512	2,087,915	3,538,530	3,649,000	3,647,000			
Septic & Connection Fees									
Use of Fund Reserves		4,600,000	4,600,000						
Operating Transfer In									
Lease Proceeds	860,000						307,000	290,000	290,000
Bond/Note Refund/Prem	906,866								
Capital Contributions									
Animal License & Other							16,480	16,000	14,500
<b>Total Financial Sources</b>	<b>269,668,353</b>	<b>261,500,000</b>	<b>262,000,000</b>	<b>3,540,306</b>	<b>3,650,000</b>	<b>3,650,000</b>	<b>328,443</b>	<b>310,000</b>	<b>308,000</b>
<b><u>FINANCIAL USES</u></b>									
General Government	12,016,917	10,818,411	10,838,411						
Public Safety	35,984,837	37,756,594	38,456,594	3,421,843	3,530,000	3,650,000	308,644	295,000	308,000
Public Works	9,847,081	10,734,503	10,734,503						
Health and Welfare	1,940,901	2,364,095	2,432,095						
Education	144,506,581	134,858,575	136,108,575						
Culture & Recreation	2,417,160	3,009,862	2,938,019						
Pension & Other Benefits	38,913,258	40,788,688	39,105,548						
Debt Service	16,970,341	16,667,350	17,184,333						
Contingency		333,000	333,000						
Capital		3,878,922	3,578,922		120,000				
Operating Transfer Out	6,090,054	290,000	290,000				15,000	15,000	
<b>Total Financial Uses</b>	<b>268,687,130</b>	<b>261,500,000</b>	<b>262,000,000</b>	<b>3,421,843</b>	<b>3,650,000</b>	<b>3,650,000</b>	<b>323,644</b>	<b>310,000</b>	<b>308,000</b>

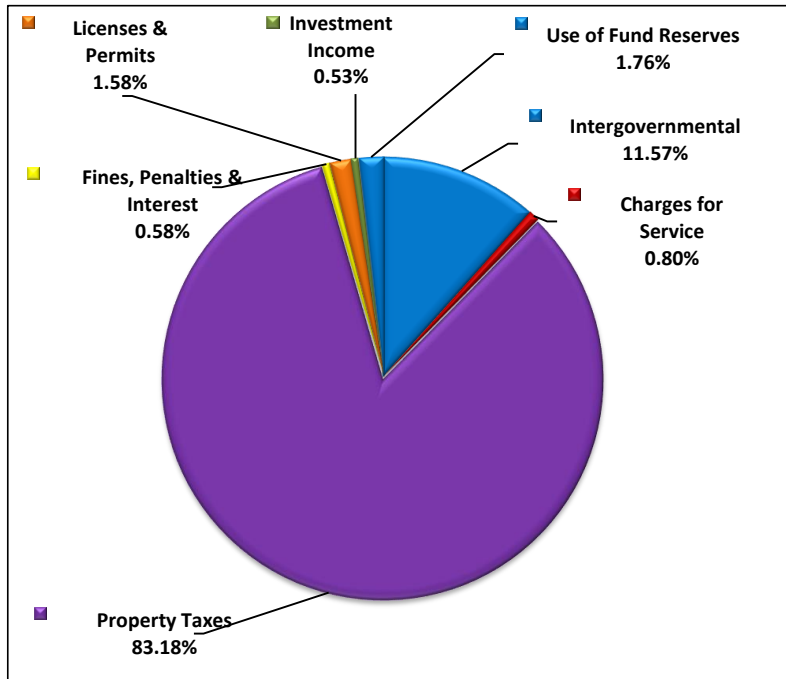
**CITY OF DANBURY**  
**2019-2021 SUMMARY OF FINANCIAL SOURCES AND USES**

	SEWER FUND			WATER FUND			FUND TOTALS		
	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>FINANCIAL SOURCES</u></b>									
Property Taxes							215,093,015	216,566,602	217,930,000
Intergovernmental	94,913	10,000	41,000				41,566,252	30,325,390	30,352,390
Licenses & Permits							4,163,255	4,504,820	4,140,795
Fines & Penalties							377,021	1,665,200	1,529,900
Interest Income	436,691	250,000	450,000	179,197	250,000	200,000	2,404,678	2,054,476	2,056,500
Charges for Services	13,320,349	13,490,000	13,549,000	9,873,591	10,350,000	10,100,000	31,747,276	29,787,512	29,383,915
Septic & Connection Fees	238,577	250,000	260,000				238,577	250,000	260,000
Use of Fund Reserves							0	4,600,000	4,600,000
Operating Transfer In							307,000	290,000	290,000
Lease Proceeds							860,000	0	0
Note Premium							906,866	0	0
Capital Contributions							0	0	0
Animal License & Other							16,480	16,000	14,500
<b>Total Financial Sources</b>	<b>14,090,530</b>	<b>14,000,000</b>	<b>14,300,000</b>	<b>10,052,788</b>	<b>10,600,000</b>	<b>10,300,000</b>	<b>297,680,420</b>	<b>290,060,000</b>	<b>290,558,000</b>
<b><u>FINANCIAL USES</u></b>									
General Government							12,016,917	10,818,411	10,838,411
Public Safety							39,715,324	41,581,594	42,414,594
Public Works	9,941,634	11,420,548	10,702,776	8,769,332	9,704,201	9,705,185	28,558,047	31,859,252	31,142,464
Health and Welfare							1,940,901	2,364,095	2,432,095
Education							144,506,581	134,858,575	136,108,575
Culture & Recreation							2,417,160	3,009,862	2,938,019
Pension & Other Benefits							38,913,258	40,788,688	39,105,548
Debt Service	240,856	598,827	2,371,224	185,208	195,799	164,815	17,396,405	17,461,976	19,720,372
Contingency							0	333,000	333,000
Capital		980,625	276,000		700,000	430,000	0	5,679,547	4,284,922
Operating Transfer Out		1,000,000	950,000				6,105,054	1,305,000	1,240,000
<b>Total Financial Uses</b>	<b>10,182,490</b>	<b>14,000,000</b>	<b>14,300,000</b>	<b>8,954,540</b>	<b>10,600,000</b>	<b>10,300,000</b>	<b>291,569,647</b>	<b>290,060,000</b>	<b>290,558,000</b>

**CITY OF DANBURY  
2020-2021 ADOPTED BUDGET**

**TOTAL     \$262,000,000**

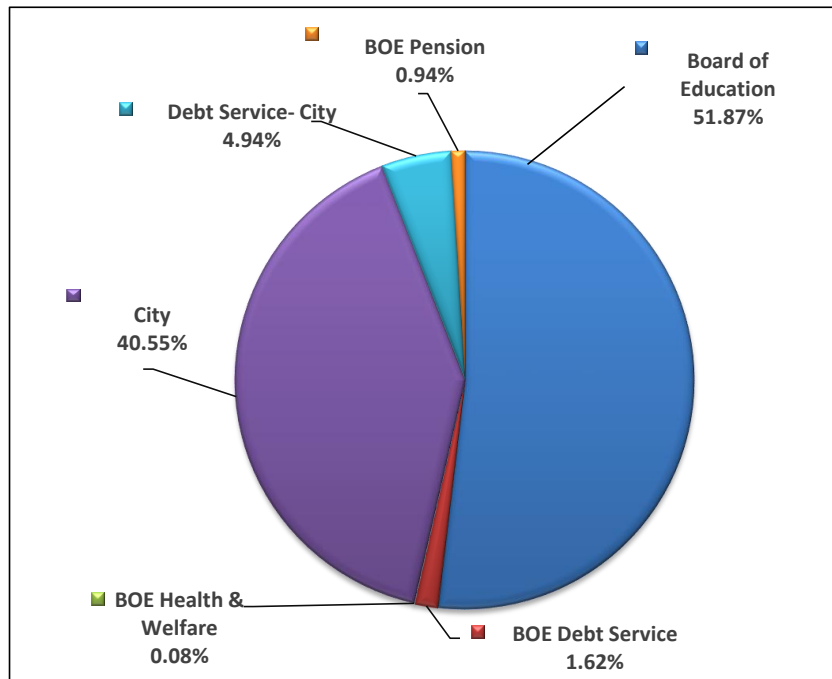
**REVENUES**



Intergovernmental	\$30,311,390
Charges for Service	2,087,915
Property Taxes	217,930,000
Fines, Penalties & Interest	<b>1,529,900</b>
Licenses & Permits	4,140,795
Investment Income	1,400,000
Use of Fund Reserves	4,600,000

**Total                     \$262,000,000**

**EXPENDITURES**



Board of Education	\$135,900,000
BOE Debt Service	4,242,612
BOE Health & Welfare	208,575
City	\$106,251,892
Debt Service- City	12,941,721
BOE Pension	2,455,200

**Total                     \$262,000,000**

**CITY OF DANBURY  
GENERAL FUND  
2020-2021 ADOPTED BUDGET SUMMARY**

	<u>PROPOSED BY DEPARTMENT</u>	<u>ADOPTED BY COUNCIL</u>
GENERAL GOVERNMENT	11,617,252	10,838,411
PUBLIC SAFETY	40,248,208	38,456,594
PUBLIC WORKS	11,359,880	10,734,503
HEALTH & WELFARE	2,507,293	2,432,095
EDUCATION	146,676,704	136,108,575
CULTURE & RECREATION	3,220,360	2,938,019
PENSION & OTHER BENEFITS	43,474,812	39,105,548
DEBT SERVICE	17,382,672	17,184,333
CONTINGENCY	333,000	333,000
TRANSFER OUT	<u>3,868,922</u>	<u>3,868,922</u>
TOTAL	\$ 280,689,103	\$ 262,000,000
LESS INDIRECT REVENUE		(39,491,824)
LESS USE OF FUND RESERVES		(4,600,000)
PLUS RESERVE FOR UNCOLLECTIBLE TAXES/TAX APPEALS/LOCAL CREDITS		-
REQUIRED TAXES FROM LEVY		\$ 217,908,176
MILL RATE	<b>27.60</b>	
NET TAXABLE GRAND LIST	7,895,223,762	

**CITY OF DANBURY**  
**SUMMARY OF OPERATING BUDGET EXPENDITURES**  
**ADOPTED BUDGET 2020-2021**

	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>	<b>\$ CHANGE</b>
	<b>2018-2019</b>	<b>BUDGET</b>	<b>BY DEPT</b>	<b>BY COUNCIL</b>	<b>2020 VS 2021</b>
		<b>2019-2020</b>	<b>2020-2021</b>	<b>2020-2021</b>	
<b>GENERAL GOVERNMENT</b>					
City Council	7,351	11,070	11,070	10,816	(254)
Mayors	415,582	412,160	489,210	489,050	76,890
Office of Project Excellence	119,978	124,594	0	0	(124,594)
Legislative Assistant	65,317	66,742	68,140	68,090	1,348
Ordinances	12,226	15,000	15,000	15,000	0
Probate Court	18,121	28,550	28,550	27,550	(1,000)
Registrar of Voters	248,821	239,077	279,412	272,000	32,923
City Treasurer	26,543	26,462	27,493	27,493	1,031
Finance	941,429	1,047,242	1,058,540	1,058,540	11,298
Information Technology	1,391,364	1,517,214	1,695,881	1,555,776	38,562
Independent Audit	54,263	45,000	45,000	45,000	0
Bureau of Assessments	359,458	513,577	560,579	541,642	28,065
Board of Assessment Appeal	4,878	5,300	6,800	6,800	1,500
Tax Collector	606,418	670,937	760,840	643,088	(27,849)
Purchasing	224,119	310,933	279,193	273,145	(37,788)
Corporation Counsel	1,212,166	882,691	905,489	904,222	21,531
Town Clerk	487,235	389,429	475,383	394,581	5,152
Annual Report	7,155	8,000	8,000	8,000	0
Permit Coordination	335,842	361,866	388,215	364,859	2,993
Planning	466,060	502,314	566,871	525,893	23,579
Office of Business Advocacy	108,191	127,339	130,129	126,430	(909)
Conservation Commission	8,396	8,660	19,660	7,660	(1,000)
Human Resources	397,827	403,025	414,694	415,383	12,358



**CITY OF DANBURY**  
**SUMMARY OF OPERATING BUDGET EXPENDITURES**  
**ADOPTED BUDGET 2020-2021**

	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>	<b>\$ CHANGE</b>
	<b>2018-2019</b>	<b>2019-2020</b>	<b>BY DEPT</b>	<b>BY COUNCIL</b>	<b>2020 VS 2021</b>
			<b>2020-2021</b>	<b>2020-2021</b>	
Mayor's Discretionary Fund	15,689	18,000	18,000	18,000	0
Fair Rent Commission	0	350	350	350	0
City Memberships	85,381	85,381	85,381	85,381	0
Lake Authority	79,900	81,900	85,670	85,670	3,770
Retirement Administration	10,680	25,000	25,000	25,000	0
Labor Negotiations	220,168	145,200	200,000	145,200	0
Public Buildings	1,141,885	1,270,883	1,269,477	1,239,748	(31,135)
City Hall Building	354,551	369,075	400,097	400,905	31,830
Library Building	222,678	251,900	241,577	243,263	(8,637)
Police Station Bldg	473,511	526,444	553,510	511,827	(14,617)
Senior Center Building	53,252	60,150	62,187	59,048	(1,102)
Old Jail Building	26,096	32,137	32,882	31,437	(700)
Old Library Building	43,930	49,795	43,643	48,382	(1,413)
Park Buildings	130,174	145,280	146,464	140,782	(4,498)
General Govt Discounts	(131)	0	0	0	0
General Govt Employee Benefits	44,651	39,734	218,865	22,400	(17,334)
<b>TOTAL GENERAL GOVERNMENT</b>	<b>10,421,155</b>	<b>10,818,411</b>	<b>11,617,252</b>	<b>10,838,411</b>	<b>20,000</b>
<b>PUBLIC SAFETY</b>					
Police Department	17,104,106	18,349,168	19,663,971	18,558,482	209,314
Fire Department	12,869,653	14,303,919	15,300,674	14,511,298	207,379
Emergency Services Dispatch	2,669,119	2,715,034	2,718,387	2,715,000	(34)
Building Inspector	566,094	634,041	732,153	619,003	(15,038)
Civil Preparedness	158,585	155,116	132,316	155,000	(116)

**CITY OF DANBURY**  
**SUMMARY OF OPERATING BUDGET EXPENDITURES**  
**ADOPTED BUDGET 2020-2021**

	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>	<b>\$ CHANGE</b>
	<b>2018-2019</b>	<b>2019-2020</b>	<b>BY DEPT</b>	<b>BY COUNCIL</b>	<b>2020 VS 2021</b>
			<b>2020-2021</b>	<b>2020-2021</b>	
Consumer Protection	17,652	18,781	18,768	19,658	877
Unified Neighborhood Inspection	308,571	295,146	309,657	301,840	6,694
Airport	555,700	590,102	617,200	551,661	(38,441)
HART	680,410	680,410	694,018	680,410	0
Public Safety Discounts	0	0	0	0	0
Public Safety Empl Benefits	0	14,877	61,064	344,242	329,365
<b>TOTAL PUBLIC SAFETY</b>	<b>34,929,888</b>	<b>37,756,594</b>	<b>40,248,208</b>	<b>38,456,594</b>	<b>700,000</b>
<b>PUBLIC WORKS</b>					
Director of Public Works	300,107	262,720	264,783	268,128	5,408
Highways	2,972,600	3,173,408	3,324,847	3,179,810	6,402
Highways - State Aid	349,100	360,000	360,000	360,000	0
Snow & Ice Removal	553,118	818,300	808,000	798,000	(20,300)
Street Lighting	552,440	552,375	553,000	516,000	(36,375)
Park Maintenance	1,316,978	1,471,565	1,574,719	1,453,881	(17,684)
Forestry	185,786	302,416	309,477	301,150	(1,266)
Public Buildings-Maint & Repai	701,186	719,700	860,900	779,400	59,700
Equipment Maintenance	1,478,782	1,487,329	1,498,402	1,470,592	(16,737)
Recycling/Solid Waste	231,229	265,745	291,800	277,700	11,955
Engineering	931,110	1,021,718	1,128,919	1,023,940	2,222
Construction Services	276,698	283,170	299,816	290,902	7,732
Public Works Discounts	(1,279)	0	0	0	0
Public Works Empl Benefits	0	16,057	85,217	15,000	(1,057)
<b>TOTAL PUBLIC WORKS</b>	<b>9,847,855</b>	<b>10,734,503</b>	<b>11,359,880</b>	<b>10,734,503</b>	<b>0</b>

**CITY OF DANBURY**  
**SUMMARY OF OPERATING BUDGET EXPENDITURES**  
**ADOPTED BUDGET 2020-2021**

	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>	<b>\$ CHANGE</b>
	<b>2018-2019</b>	<b>2019-2020</b>	<b>BY DEPT</b>	<b>BY COUNCIL</b>	<b>2020 VS 2021</b>
			<b>2020-2021</b>	<b>2020-2021</b>	
<b>HEALTH &amp; WELFARE</b>					
Health & Human Services	1,366,958	1,694,100	1,702,954	1,959,386	265,286
Health Empl Benefits	0	6,364	10,691	0	(6,364)
Veteran's Advisory	51,847	58,918	93,441	94,000	35,082
Elderly Services	266,249	270,107	302,736	285,311	15,204
Elderly Transportation	12,000	12,000	12,000	12,000	0
Community Services	346,398	321,398	381,398	81,398	(240,000)
Welfare Empl Service Benefits	0	1,208	4,073	0	(1,208)
<b>TOTAL HEALTH &amp; WELFARE</b>	<b>2,043,452</b>	<b>2,364,095</b>	<b>2,507,293</b>	<b>2,432,095</b>	<b>68,000</b>
<b>EDUCATION</b>					
Schools-Regular	132,247,782	134,650,000	146,468,129	135,900,000	1,250,000
Schools-Health & Welfare	208,575	208,575	208,575	208,575	0
<b>TOTAL EDUCATION</b>	<b>132,456,357</b>	<b>134,858,575</b>	<b>146,676,704</b>	<b>136,108,575</b>	<b>1,250,000</b>
<b>CULTURE &amp; RECREATION</b>					
Danbury Public Library	2,109,143	2,239,555	2,290,489	2,234,899	(4,656)
Long Ridge Library	6,992	14,000	14,854	14,000	0
Recreation	301,578	342,519	407,260	321,320	(21,199)
Tarrywile Park Authority	207,245	197,000	218,153	197,000	0
Cultural Commission	68,601	65,650	131,300	65,650	0
Lake Kenosia Commission	6,441	15,200	15,200	15,200	0
Ives Authority Performing Arts	52,634	50,000	50,000	0	(50,000)

**CITY OF DANBURY**  
**SUMMARY OF OPERATING BUDGET EXPENDITURES**  
**ADOPTED BUDGET 2020-2021**

	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	<b>ADOPTED</b>	<b>\$ CHANGE</b>
	<b>2018-2019</b>	<b>2019-2020</b>	<b>BY DEPT</b>	<b>BY COUNCIL</b>	<b>2020 VS 2021</b>
			<b>2020-2021</b>	<b>2020-2021</b>	
Danbury Museum/Hist Soc Auth	86,252	81,950	81,950	89,950	8,000
Culture & Rec Discounts	0	0	0	0	0
Culture & Rec Employee Benefit	0	3,988	11,154	0	(3,988)
<b>TOTAL CULTURE &amp; RECREATION</b>	<b>2,838,885</b>	<b>3,009,862</b>	<b>3,220,360</b>	<b>2,938,019</b>	<b>(71,843)</b>
<b>PENSION &amp; OTHER BENEFITS</b>					
FICA	1,654,548	1,700,000	1,751,000	1,751,000	51,000
Pension Expense	12,542,768	12,706,714	13,729,500	13,729,500	1,022,786
Employee Service Benefit	277,944	126,797	0	0	(126,797)
Worker's Compensation - H/H	615,368	536,351	536,350	536,350	(1)
State Unemployment Comp	16,779	60,000	60,000	60,000	0
Employee Health & Life Ins	19,951,950	21,841,258	23,552,495	19,227,495	(2,613,763)
Union Welfare	1,492,727	1,688,795	1,699,500	1,699,500	10,705
Risk Management	2,361,174	2,128,773	2,145,967	2,101,703	(27,070)
<b>TOTAL PENSION &amp; OTHER BENEFITS</b>	<b>38,913,258</b>	<b>40,788,688</b>	<b>43,474,812</b>	<b>39,105,548</b>	<b>(1,683,140)</b>
<b>DEBT SERVICE</b>					
Interest On Debt	3,962,652	3,435,595	3,292,310	3,293,971	(141,624)
Interest On Debt-School	1,464,845	1,504,172	1,361,612	1,161,612	(342,560)
Redemption Of Debt	8,801,827	8,903,870	9,647,750	9,647,750	743,880
Redemption Of Debt-School	2,741,017	2,823,713	3,081,000	3,081,000	257,287
<b>TOTAL DEBT SERVICE</b>	<b>16,970,341</b>	<b>16,667,350</b>	<b>17,382,672</b>	<b>17,184,333</b>	<b>516,983</b>

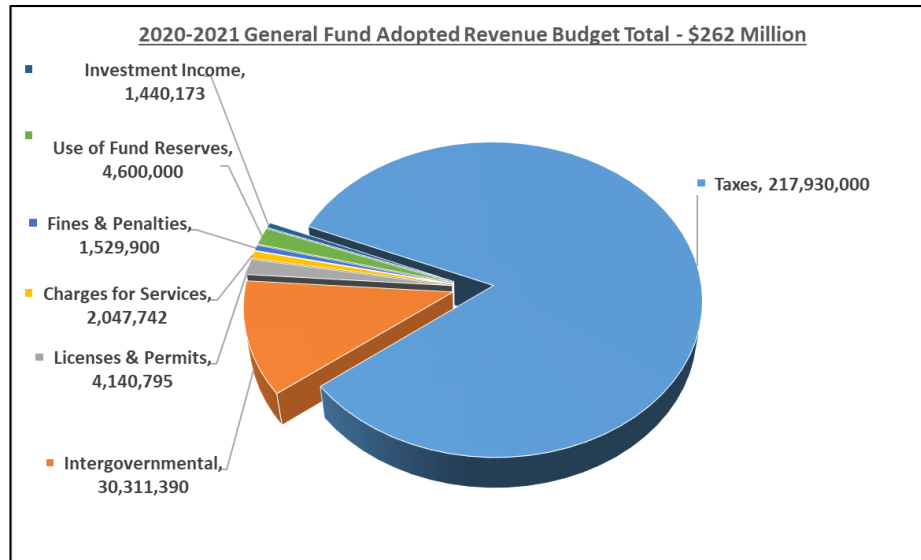
<p style="text-align: center;"><b>CITY OF DANBURY</b></p> <p style="text-align: center;"><b>SUMMARY OF OPERATING BUDGET EXPENDITURES</b></p> <p style="text-align: center;"><b>ADOPTED BUDGET 2020-2021</b></p>
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	ACTUAL 2018-2019	ADOPTED BUDGET 2019-2020	PROPOSED BY DEPT 2020-2021	ADOPTED BY COUNCIL 2020-2021	\$ CHANGE 2020 VS 2021
<b>CONTINGENCY</b>					
Contingency	0	333,000	333,000	333,000	0
<b>TOTAL CONTINGENCY</b>	<b>0</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>	<b>0</b>
<b>TRANSFER OUT</b>					
Animal Control Fund	292,000	290,000	290,000	290,000	0
Capital Funds	5,695,147	3,878,922	3,578,922	3,578,922	(300,000)
Other Financing Uses	69,488	0	0	0	0
<b>TOTAL TRANSFER OUT</b>	<b>6,056,635</b>	<b>4,168,922</b>	<b>3,868,922</b>	<b>3,868,922</b>	<b>(300,000)</b>
<b>GRAND TOTAL</b>	<b>254,477,826</b>	<b>261,500,000</b>	<b>280,689,103</b>	<b>262,000,000</b>	<b>500,000</b>

## CITY OF DANBURY REVENUE BUDGET ANALYSIS

### Summary

The City's General Fund Revenue is derived from the following sources:

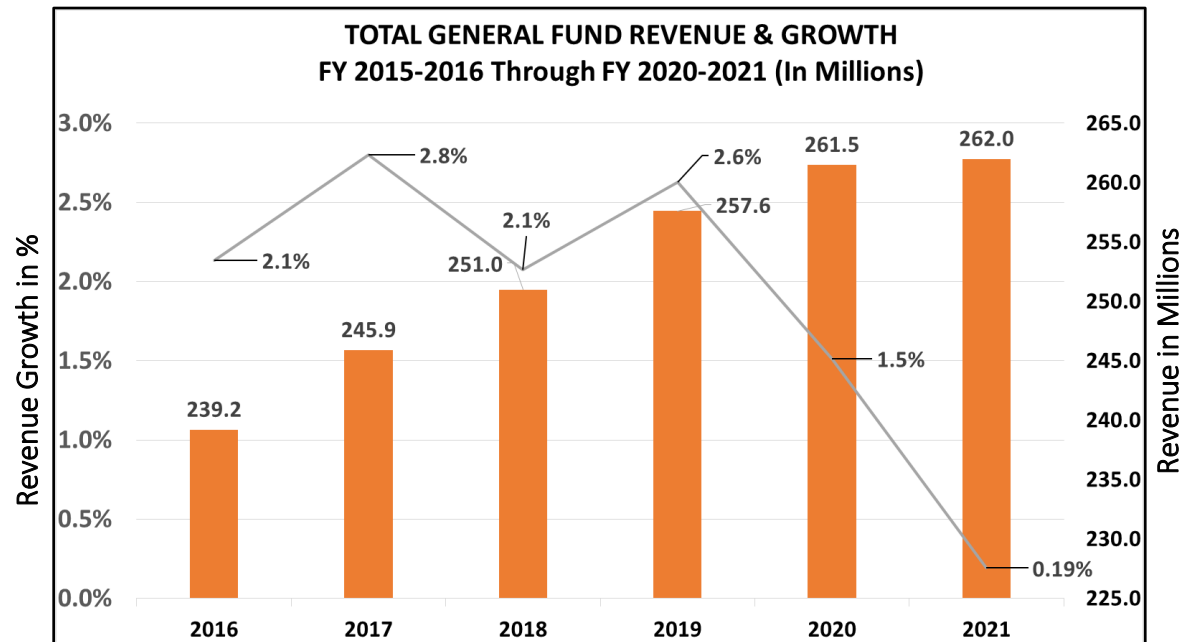


- 1) Property Taxes – 83.18%
- 2) Intergovernmental Revenue – 11.57%
- 3) Licenses and Permits – 1.58%
- 4) Charges for Services – .78%
- 5) Fines and Penalties - .58%
- 6) Use of Fund Reserves – 1.76%
- 7) Investment Income - .55%

The budgeted General Fund Revenues for FY 2020-2021 total \$262,000,000, an increase of \$500,000 or 0.19% more than the prior year's adopted budget. The factors accounting for this change are as follows:

Taxes	\$ 1,363,398	Fines and Penalties	\$ (135,300)
Investment Income	\$ (189,303)	Use of Fund Reserves	\$ -
Licenses and Permits	\$ (364,025)	Charges for Services	\$ (170,770)
Intergovernmental	\$ (4,000)		

## Total General Fund Revenue & Revenue Growth FY 2016-2017 Through FY 2020-2021



Revenue	FY2016-2017		FY2017-2018		FY2018-2019		FY2019-2020		FY2019-2020		FY2020-2021	
	Actual	%	Actual	%	Actual	%	Budget	%	Projected	%	Budget	%
Taxes	202,226,110	82.3%	207,746,834	82.8%	213,939,424	83.0%	216,566,602	82.8%	216,915,000	82.6%	217,930,000	83.2%
Intergovernmental	31,565,678	12.8%	31,192,781	12.4%	30,205,457	11.7%	30,315,390	11.6%	30,263,666	11.5%	30,311,390	11.6%
Licenses & Permits	3,728,907	1.5%	3,494,955	1.4%	4,163,255	1.6%	4,504,820	1.7%	3,683,150	1.4%	4,140,795	1.6%
Charges for Services	4,274,979	1.7%	4,115,253	1.6%	5,014,804	1.9%	2,218,512	0.8%	1,769,602	0.7%	2,047,742	0.8%
Fines & Penalties	1,486,277	0.6%	1,854,824	0.7%	1,530,603	0.6%	1,665,200	0.6%	1,102,580	0.4%	1,529,900	0.6%
Use of Fund Reserves	0	0.0%	0	0.0%	75,000	0.0%	4,600,000	1.8%	4,600,000	1.8%	4,600,000	1.8%
Investment Income	597,792	0.2%	1,195,134	0.5%	1,782,051	0.7%	1,629,476	0.6%	1,187,310	0.5%	1,440,173	0.5%
Other Financing Sources	1,977,328	0.8%	1,435,515	0.6%	907,523	0.4%	0	0.0%	2,954,180	1.1%	0	0.0%
<b>TOTAL</b>	<b>245,857,071</b>	<b>100.0%</b>	<b>251,035,296</b>	<b>100.0%</b>	<b>257,618,118</b>	<b>100.0%</b>	<b>261,500,000</b>	<b>100.0%</b>	<b>262,475,488</b>	<b>100.0%</b>	<b>262,000,000</b>	<b>100.0%</b>
Revenue Growth	4,972,758	2.12%	5,178,226	2.11%	6,582,822	2.62%	3,881,882	1.51%	4,857,370	1.89%	500,000	0.19%

**CITY OF DANBURY**  
**PROPERTY TAX REVENUE**

Revenue	FY2016-2017 Actual	FY2017-2018 Actual	FY2018-2019 Actual	FY2019-2020 Budget	FY2019-2020 Projected	FY2020-2021 Budget
Property Taxes	202,227,528	207,897,775	213,924,270	216,536,602	216,900,000	217,908,176
Suspense Tax	32,854	43,751	26,310	30,000	30,000	21,824
Collection Services	(34,273)	(194,693)	(11,156)	-	(15,000)	-
Total	202,226,110	207,746,834	213,939,424	216,566,602	216,915,000	217,930,000

Local property taxes account for 83.18% of the City's total general fund revenues and is the principal source of revenue which is levied annually to cover the operating expenses of the City government. The following factors determine the level of taxes that must be raised each year to meet the needs of City government:

**Gross Expenditures** – The size of the City's operating budget is a key determinant of the amount of money that must be raised through taxes each year. For FY 2020-2021, Property Tax revenues will be \$217,930,000 (\$217,908,176 for Property tax levy and \$21,824 from budget tax liens revenues). Property Tax Revenues will increase by \$1.4 million without a change in the mill rate due to a grand list growth of .70%. Since the City is required to operate with a balanced budget, when all other factors are equal, the larger the operating budget, the more money that must be raised through taxation.

**Grand List** – The Grand List is the assessed value of all auto, real estate, and personal property. The October 1, 2019 net taxable Grand List, which is used for the FY 2020-2021 is 7,895,223,762, an increase of 54,604,300 or .70% from the current year. Based upon the 27.60 mill rate for FY 2020-2021 - \$7,895,224 in property taxes is generated for each 1.00 mill.

- As an example: a taxable property with an **assessed value of \$100,000** (fair market value of \$142,857) will have a property tax bill of \$2,760 (with a mill rate of 27.60). Similarly, a taxable property with a **fair market value (FMV) of \$100,000** (70,000 assessed value) will have a property tax bill of \$1,932 (in other words – the effective tax rate is 19.32 per \$1,000 of FMV).

**Tax Collection Rate** –The budget assumes to collect 100% of the tax levy amount in the current year. Historically, the total revenue collected has been slightly more than the budget because we do not specifically budget for other property tax revenue adjustments that typically occur during the year like collections for supplemental auto taxes, prior year taxes, tax appeals, bankruptcies, etc. Such fiscally prudent practices have served the City well and will continue to keep us on sound financial footing.



**CITY OF DANBURY**  
**PROPERTY TAX REVENUE (continued)**

Historically, collections have been in excess of 98% of the current year levy. We watch our projected tax collections carefully are proactive in taking appropriate steps towards maintaining the budgeted tax revenues each year.

**Other Revenue Sources** – The City of Danbury also receives revenue from sources other than taxation and the State of Connecticut. These “other revenue sources” for the FY 2020-2021 Budget total \$13,758,610 (5.3%) which include: licenses and permits \$4,140,795 (1.6%), charges for services \$2,047,742 (0.8%), investment income \$1,440,173 (0.5%), fines and penalties \$1,529,900 (0.6%), and use of fund reserves \$4,600,000 (1.8%). As compared to the current year budget, the FY 2020-2021 Budget in Other Revenue Sources have been reduced by \$1.0 million to reflect the downturn on the national economy and negative impact associated with the COVID-19 Crisis: licenses and permits (\$0.4 million), charges for services (\$0.2 million), fine and penalties (\$0.1 million) and investment income (\$0.2 million). Stronger revenue collections from these sources can reduce the amount of revenue that must be raised through taxation.

**INTERGOVERNMENTAL REVENUE**

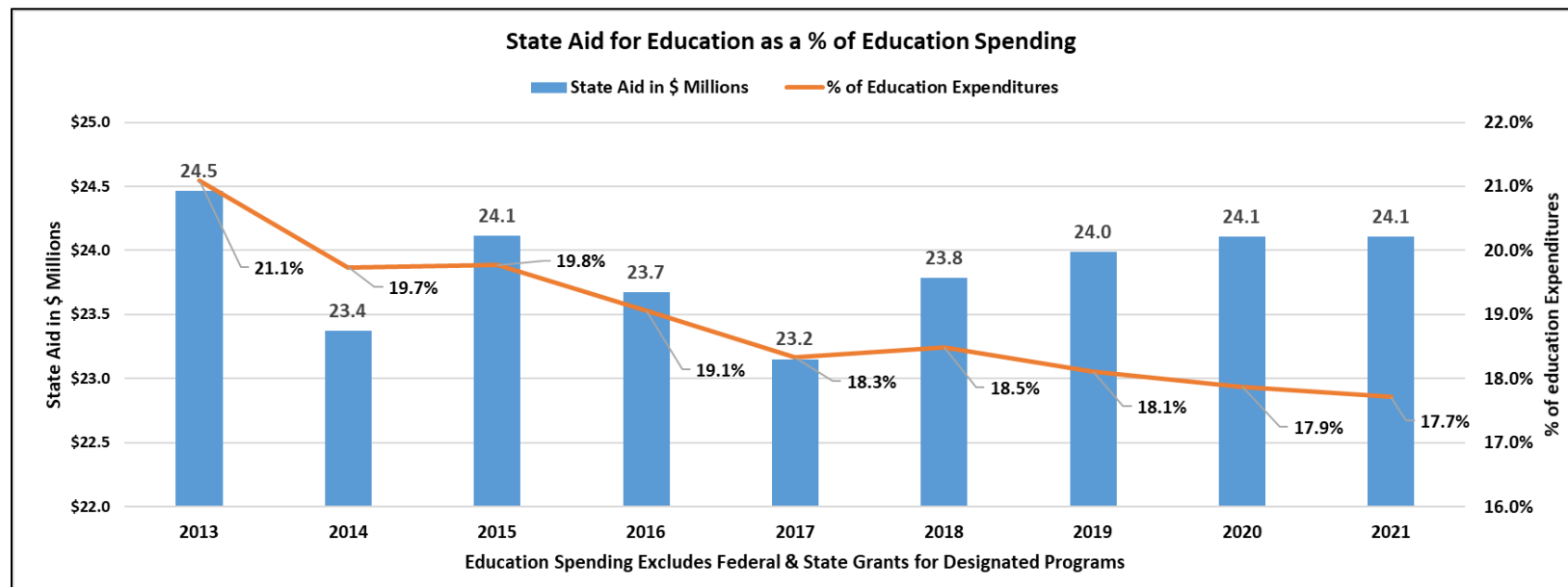
<b>Revenue</b>	<b>FY2016-2017 Actual</b>	<b>FY2017-2018 Actual</b>	<b>FY2018-2019 Actual</b>	<b>FY2019-2020 Budget</b>	<b>FY2019-2020 Projected</b>	<b>FY2020-2021 Budget</b>
Education	23,152,185	23,786,421	23,987,520	24,107,956	24,057,956	24,107,956
Public Works	870,647	887,283	892,946	892,946	892,946	892,946
PILOTS	4,641,981	4,035,715	3,876,661	3,869,229	3,867,505	3,865,229
Other	2,900,866	2,483,362	1,448,330	1,445,259	1,445,259	1,445,259
<b>Total</b>	<b>31,565,678</b>	<b>31,192,781</b>	<b>30,205,457</b>	<b>30,315,390</b>	<b>30,263,666</b>	<b>30,311,390</b>

- **Intergovernmental Revenues** - As the second largest revenue source (11.57%) for the FY 2020-2021 general fund budget, grants from the state as presented in the Governor Biennial Budget and reimbursements for state mandated programs total \$30.3 million – same funding as FY 2019-2020 budget year. Over the last decade the state has gradually shifted \$3.0 million of funding for state mandated Pilot (payments in lieu of taxes) and exemption programs into grant funding for education while at the same time reducing overall funding. Consequently, funding cuts to existing mandated state programs and routinely imposing new unfunded state mandates has caused an upward trend and a significant shift of the tax burden to the local tax payers.

## CITY OF DANBURY INTERGOVERNMENTAL REVENUE (continued)

**Education** - Revenues in this category are subsidies to local governments designed to offset the local cost of education and are formula driven. They include education equalization and special education-excess cost. For FY 2020-2021, education revenues are budgeted at \$24,107,956, the same as FY 2019-2020 budget.

Payments are made as follows: ECS (\$22,857,956) - 25% in October, 25% in January, and the balance in April;  
Special education-excess cost (\$1,250,000) – 75% February and 25% May.



**Public Works/PILOTS/Other Intergovernmental:** Revenue sources from the State of Connecticut are expected to decrease by \$4,000 or -.06% from the FY 2019-2020 budget.

Payments are made as follows: Town Aid Road (\$876,626) - 50% in July and 50% in January;  
Pilot - Hospitals & Colleges (\$1,401,114) – On or before September 30th.  
Pilot – State owned property (\$1,597,717) – On or before September 30th.  
Pilot - Mashantucket Pequot Fund (\$678,398) – January 1, April, and June 30.  
Pilot – Telecommunications – (\$168,000) - April 1  
Other – Municipal Assistance Grant (\$1,218,855)  
Other – PSAP Grant (\$185,000)

**CITY OF DANBURY  
LICENSES & PERMITS**

<b>Revenue</b>	<b>FY2016-2017 Actual</b>	<b>FY2017-2018 Actual</b>	<b>FY2018-2019 Actual</b>	<b>FY2019-2020 Budget</b>	<b>FY2019-2020 Projected</b>	<b>FY2020-2021 Budget</b>
Building Department	1,559,088	1,105,950	1,589,882	2,000,000	1,500,000	1,750,000
Town Clerk	1,805,840	2,094,300	2,096,954	2,188,620	1,900,100	2,107,470
Health & Human Services	317,257	257,378	437,462	277,000	259,000	251,000
Public Safety	26,517	21,508	21,627	21,450	12,050	17,325
Public Works	20,205	15,820	17,330	17,750	12,000	15,000
<b>Total</b>	<b>3,728,907</b>	<b>3,494,955</b>	<b>4,163,255</b>	<b>4,504,820</b>	<b>3,683,150</b>	<b>4,140,795</b>

The City of Danbury derives revenue through the assessment of charges permitting individuals and businesses to operate their business, undertake construction, or convey property. Revenues include building permits, conveyance tax, recording fees, Health and Human Services licenses and permits, and street opening fees are dependent upon local building and economic activity. The budgeted revenue projections are based on a historical baseline, trend lines and impact of recent events – COVID-19. Adjustments to those trends have been adjusted for projected activity.

**Building Department** – Permit fees are charged to any person or business that desires either to renovate existing structures or to undertake new development either commercial or residential. Building Permit revenues for FY 2020-2021 are expected to decrease over the current year budget level by \$250,000, or a 12.5% decrease due to the impact on building activity during the COVID-19 Crisis.

**Town Clerk** – The Town Clerk collects revenue through the conveyance of property and vital statistics. Revenue for the Town Clerk is budgeted at \$1,900,000, a decrease of \$81,150, or a 3.71% decrease. The low interest rate environment continues to fuel the transfers of properties and revenues resulting from conveyance fees however some residual COVID-19 impact is expected.

**Health & Human Services**– Health & Human Services issues certificates of occupancy and issues permits for septic sewage, rooming houses and restaurants. Health and Human Services revenue is budgeted at \$251,000, a decrease of \$26,000, or a 9.4% decrease. The Health and Human Services staff has been fully committed and essential to addressing the COVID-19 crisis for the City of Danbury. Normal departmental activities will resume as new measures are implemented to adapt going forward as they continue to issue certificates of occupancies and permits.

**Public Safety** – Revenue in this category includes alarm registrations and permits issued by the Police Department. For FY 2020-2021, revenue is budgeted at \$17,325, a decrease of \$4,125 from the current budget year.

**Public Works** – The Department of Public Works issues street opening permits for excavation work in the City. For FY 2020-2021, revenue is budgeted at \$15,000, a decrease of \$2,750 from the prior year.

**CITY OF DANBURY**  
**FINES, PENALTIES, AND INTEREST**

<b>Revenue</b>	<b>FY2016-2017 Actual</b>	<b>FY2017-2018 Actual</b>	<b>FY2018-2019 Actual</b>	<b>FY2019-2020 Budget</b>	<b>FY2019-2020 Projected</b>	<b>FY2020-2021 Budget</b>
Interest & Penalties - Non Tax	272	182	203	100	80	100
Public Safety	157,771	158,861	232,586	176,100	101,000	120,300
Health & Human Services	-	38,895	37,432	24,000	15,500	19,500
Property Taxes	1,328,234	1,656,886	1,260,383	1,465,000	986,000	1,390,000
<b>Total</b>	<b>1,486,277</b>	<b>1,854,824</b>	<b>1,530,603</b>	<b>1,665,200</b>	<b>1,102,580</b>	<b>1,529,900</b>

The City of Danbury derives revenue from parking violations, state court fines, and interest and lien fees on delinquent taxes. Revenues for FY 2020-2021 are budgeted with a decrease of \$135,300. Adjustments to those trends have been adjusted for projected activity.

**Public Safety** – The Police Department issues parking violations throughout the City, excluding those issued by the Parking Authority. The Police also issues parking violations during snow emergencies and other similar situations. The City contracts with a collection agency to pursue violations receivable accounts. Additionally, the City receives revenue from the State of Connecticut for other traffic violations. Total revenue for FY 2020-2021 is budgeted at \$120,300, a decrease of \$55,800 or 31.69%. Revenues related to enforcement activities will gradually return to normal levels once the intensity of the COVID-19 starts to ease and when resources can be redeployed to address these areas more safely.

**Delinquent Taxes** – Interest on delinquent taxes is set at the rate of 18% per annum and is mandated by State legislation. Penalty fees for late payment are also mandated by State legislation. Penalty charges include lien fees, warrant fees, and returned check charges. Revenue in this category is budgeted at \$1,390,000, a decrease of \$75,000 or 5.12% to reflect the impact of Governor’s deferral program (E.O. 7S).

**Investment Income**

<b>Revenue</b>	<b>FY2016-2017 Actual</b>	<b>FY2017-2018 Actual</b>	<b>FY2018-2019 Actual</b>	<b>FY2019-2020 Budget</b>	<b>FY2019-2020 Projected</b>	<b>FY2020-2021 Budget</b>
Investment Income	597,792	1,195,134	1,782,051	1,629,476	1,187,310	1,440,173

Investment income is derived through the investment of cash on a short-term basis in liquid investments to meet the cash flow needs of the City. Investment Income for FY 2020-2021 Budget is budgeted is at \$1,440,173, a decrease of \$189,303 due to a lower interest rate environment.

**CITY OF DANBURY  
CHARGES FOR SERVICES**

<b>Revenue</b>	<b>FY2016-2017 Actual</b>	<b>FY2017-2018 Actual</b>	<b>FY2018-2019 Actual</b>	<b>FY2019-2020 Budget</b>	<b>FY2019-2020 Projected</b>	<b>FY2020-2021 Budget</b>
Planning & Zoning	216,215	215,011	226,989	219,500	180,400	198,250
Public Works	15,066	17,626	14,375	17,000	11,269	13,500
Public Safety	2,425,722	2,321,259	3,077,413	401,500	163,500	394,000
Transportation	633,792	776,916	733,902	717,386	716,077	733,115
Parks & Recreation	233,546	234,424	201,870	214,960	139,515	107,175
Interfund Services	435,881	435,521	459,400	475,000	459,000	505,340
Other	314,758	114,497	300,855	173,166	99,830	96,362
<b>Total</b>	<b>4,274,979</b>	<b>4,115,253</b>	<b>5,014,804</b>	<b>2,218,512</b>	<b>1,769,591</b>	<b>2,047,742</b>

Charges for Services are individual fees charged specifically for the use of a particular City service or activity. Primarily due to the economic slowdown resulting from COVID-19, FY 2020-2021 revenues will decrease by \$170,770 or 7.7% as compared to FY 2019-2020.

**Planning & Zoning** – The Planning Department and its various boards and commissions assess fees related to development in the City. Budgeted revenues for FY 2020-2021 will decrease \$21,250 or 9.68% to \$198,250.

**Public Works** – This category includes a fee for site plan reviews performed by the Engineering Department. Budgeted revenues for FY 2020-2021 total \$13,500, a decrease of \$3,500.

**Public Safety** – Both the Police and Fire Departments assess fees for various activities, including police and fire special services and finger prints, police reports and permits. The actual revenues include special services but are not considered in the budgeted amounts to be conservative. This category also includes fees for Fire Marshal inspections and permits and fees for weights and measures inspections. Budgeted revenues for FY 2020-2021 total \$394,000, a decrease of \$7,500.

**Transportation** – The City operates a municipal airport through which a majority of this category is derived. In addition, the City receives reimbursement from Housatonic Area Regional Transit (HART), which provides bus and trolley services in Danbury. Revenues for FY 2020-2021 are budgeted at \$733,115, an increase of \$15,729.

**Parks and Recreation** – The Department of Parks and Recreation charges fees to City residents to participate in recreational activities throughout the City and rentals at Hatters Park. In consideration of most of the activities either significantly limited or closed for the 2020 season, the FY 2020-2021 budgeted revenues in this category has been reduced by 50% to total \$107,175.

**Interfund Services** – Interfund Service revenues are charges for services provided by the General Fund departments to other funds and charged back to those funds accordingly. Due to slight increases in departmental charges, the FY 2020-2021 budgeted revenues in this category total \$505,340, an increase of \$30,340.

<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>Charges for Services (continued)</b></p>
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**Other** - Other revenues include the sale and rental of land, civil service test fees, welfare reimbursement, grant administration, class fees from the senior center, copying charges from various departments, the sale of surplus property, information technology services and other miscellaneous reimbursements from various sources. Revenues from miscellaneous revenue category are budgeted at \$96,362, a decrease of \$76,804.

**CITY OF DANBURY**  
**GENERAL FUND INDIRECT REVENUE**  
**ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>TAX FEES</u></b>							
4110.0102	Audit/Collection Services	-11,156	0	-15,000	0	0	0
4110.0120	Suspense Tax	26,310	30,000	30,000	30,000	21,824	21,824
<b>Sub-Total TAX FEES</b>		<b>15,154</b>	<b>30,000</b>	<b>15,000</b>	<b>30,000</b>	<b>21,824</b>	<b>21,824</b>
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2000	Town Clerk -Conveyance Tax	1,408,904	1,500,000	1,300,000	1,500,000	1,450,000	1,450,000
4200.2005	Town Clerk - HDP/CIA	169,085	175,000	150,000	175,000	165,000	165,000
4200.2010	Town Clerk MERS General	91,361	93,500	90,000	100,000	90,000	90,000
4200.2015	Town Clerk MERS Exception	17,696	22,400	21,000	22,000	21,000	21,000
4200.2020	Town Clerk - Permits	4,600	4,500	3,500	4,500	4,500	4,500
4200.2040	Town Clerk Fees - Misc	392,868	380,000	325,000	380,000	365,000	365,000
4200.2041	Town Clerk Fees - Fish & Game	266	220	100	200	220	220
4200.2042	Town Clerk Fees - Marriages	9,488	10,000	8,000	10,500	9,000	9,000
4200.2043	Town Clerk Fees - Conveyance Fee	2,686	3,000	2,500	3,000	2,750	2,750
4200.2060	Police - License & Permits	18,907	20,000	11,000	20,000	16,000	16,000
4200.2080	Alarm Registrations	210	200	350	200	200	200
4200.2100	Permits&Reports Registrat	2,510	1,250	700	875	1,125	1,125
4200.2120	Building Department	1,589,882	2,000,000	1,500,000	1,750,000	1,750,000	1,750,000
4200.2140	Street Opening Fees	17,330	17,750	12,000	15,000	15,000	15,000
4200.2160	Health - Cer of Apt Occup	42,000	45,000	12,000	45,000	20,000	20,000
4200.2170	General Environmental Fees	20,855	0	32,000	0	0	0
4200.2200	Health - License & Permits	22,679	12,000	13,000	12,000	13,000	13,000

**CITY OF DANBURY**  
**GENERAL FUND INDIRECT REVENUE**  
**ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
4200.2210	Food Licenses	271,975	175,000	135,000	175,000	150,000	150,000
4200.2215	Temp Food Licenses	16,671	10,000	10,000	10,000	10,000	10,000
4200.2220	Health-Room House&Hotel Lic	46,032	20,000	46,000	19,000	46,000	46,000
4200.2230	Pool Licenses	17,250	15,000	11,000	13,000	12,000	12,000
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>4,163,255</b>	<b>4,504,820</b>	<b>3,683,150</b>	<b>4,255,275</b>	<b>4,140,795</b>	<b>4,140,795</b>
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
4300.3080	Mashantucket Pequot Fund	678,398	678,398	678,398	678,398	678,398	678,398
4300.3122	Municipal Assistance Grant	1,218,855	1,218,855	1,218,855	1,218,855	1,218,855	1,218,855
4300.3140	Telecommunications Tax	176,132	172,000	168,000	168,000	168,000	168,000
4300.3180	In Lieu Tax Hosp & College	1,401,114	1,401,114	1,401,114	1,401,114	1,401,114	1,401,114
4300.3260	State Prop in Lieu of Tax	1,597,717	1,597,717	1,597,717	1,597,717	1,597,717	1,597,717
4300.3300	State Heart Program	4,119	0	4,469	0	0	0
4300.3320	Vets Exemption St of CT	19,182	20,000	17,807	20,000	20,000	20,000
4300.3360	Civil Defense	41,558	41,404	41,404	41,404	41,404	41,404
4300.3440	Highway State Aid	876,626	876,626	876,626	876,626	876,626	876,626
4300.3460	State Road Maintenance	16,320	16,320	16,320	16,320	16,320	16,320
4300.3620	Education Equalization	22,886,339	22,857,956	22,857,956	22,857,956	22,857,956	22,857,956
4300.3780	Special Ed Agency Placement	1,101,181	1,250,000	1,200,000	1,250,000	1,250,000	1,250,000
4300.3920	St Pub Safety Answering Pt Sub	187,917	185,000	185,000	185,000	185,000	185,000
<b>Sub-Total INTERGOVERNMENTAL REVENUES</b>		<b>30,205,457</b>	<b>30,315,390</b>	<b>30,263,666</b>	<b>30,311,390</b>	<b>30,311,390</b>	<b>30,311,390</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4000	Refund - Prior Year Exp	25,413	131,216	45,000	100,000	57,052	57,052



**CITY OF DANBURY**  
**GENERAL FUND INDIRECT REVENUE**  
**ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
4400.4040	Tax Searches	0	0	2,205	0	0	0
4400.4100	Copy/Printer Charges	6,186	5,500	1,880	5,000	4,250	4,250
4400.4120	Town Clerk Historic Documents	130,920	0	0	0	0	0
4400.4140	Environmental Impact	9,887	15,000	3,500	9,500	10,000	10,000
4400.4160	Planning and Zoning	171,647	155,000	140,000	170,000	145,000	145,000
4400.4180	Planning Commission	10,200	10,500	8,500	10,500	10,000	10,000
4400.4190	Legal Notice Fees	24,450	27,500	19,900	23,000	23,000	23,000
4400.4200	Zoning Board	4,055	3,000	3,000	3,000	3,000	3,000
4400.4220	Zoning Board of Appeals	6,750	8,500	5,500	8,000	7,250	7,250
4400.4240	Civil Service Test Fees	3,165	4,000	5,300	4,000	4,000	4,000
4400.4280	Police Fingerprints	522	0	0	0	0	0
4400.4300	Police Reports	23,008	20,000	20,000	20,000	20,000	20,000
4400.4320	Police Special Services	2,780,730	0	0	0	0	0
4400.4340	Charges for Services - Fire Department Services	81	0	0	0	0	0
4400.4360	Fire Marshal Inspections	72,660	75,000	65,000	88,000	67,500	67,500
4400.4380	Fire Marshal Plan Reviews	27,895	41,000	32,000	38,000	37,000	37,000
4400.4400	Fire Special Services	110,257	0	0	96,000	0	0
4400.4425	Spec Svcs Admin Charge	0	225,000	0	225,000	225,000	225,000
4400.4430	Bingo Fees	6,435	0	6,000	4,000	4,000	4,000
4400.4480	Consumer Protection	55,825	40,500	40,500	40,500	40,500	40,500
4400.4500	Aircraft Registrations	50,240	48,500	62,830	62,830	62,830	62,830

**CITY OF DANBURY**  
**GENERAL FUND INDIRECT REVENUE**  
**ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
4400.4522	Fuel Flows	62,669	61,500	46,000	60,250	60,250	60,250
4400.4524	FBO Permits	105,000	108,750	108,000	101,200	101,200	101,200
4400.4540	Housatonic Area Reg Transit	93,680	81,774	81,774	64,867	81,774	81,774
4400.4580	Engineering Site Plan Reviews	13,900	16,000	11,000	13,000	13,000	13,000
4400.4614	Daycare Inspections	600	0	1,125	0	0	0
4400.4741	Safe Summer Program	12,016	17,500	11,000	16,800	8,750	8,750
4400.4742	Summer Playground Program	41,980	56,250	40,000	49,000	28,125	28,125
4400.4743	Swim Program	4,180	6,400	9,005	8,400	3,200	3,200
4400.4744	Candlewood Town Park - Admission	54,372	61,000	37,500	68,600	30,500	30,500
4400.4745	Candlewood Town Park - Boat Ramp	23,959	21,500	6,100	23,250	10,750	10,750
4400.4746	Community Garden Plot Rentals	1,330	1,100	1,200	1,100	1,100	1,100
4400.4780	Misc Charges for Services	33,772	12,500	7,000	12,500	12,060	12,060
4400.4800	NSF Fees	3,200	2,750	3,100	3,200	3,000	3,000
4400.4820	Other Revenues	1,238	0	0	0	0	0
4400.4990	Housing Authority	51,606	0	0	0	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>4,023,827</b>	<b>1,257,240</b>	<b>823,919</b>	<b>1,329,497</b>	<b>1,074,091</b>	<b>1,074,091</b>
<b><u>INTERFUND SERVICES</u></b>							
4500.1003	Prov for Water Fund	249,400	249,000	249,000	270,350	274,340	274,340
4500.1004	Prov for Sewer Fund	210,000	210,000	210,000	228,500	231,000	231,000
4500.1065	Grants Administrator	0	16,000	0	0	0	0
<b>Sub-Total INTERFUND SERVICES</b>		<b>459,400</b>	<b>475,000</b>	<b>459,000</b>	<b>498,850</b>	<b>505,340</b>	<b>505,340</b>

**CITY OF DANBURY**  
**GENERAL FUND INDIRECT REVENUE**  
**ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>FINES &amp; PENALTIES</u></b>							
4190.0150	Interest on Delinquent Taxes	1,153,583	1,375,000	911,000	1,250,000	1,300,000	1,300,000
4510.5000	Zoning Violations	1,630	1,000	500	1,000	800	800
4510.5010	Late Fees	3,950	4,000	11,000	4,000	7,000	7,000
4510.5020	Parking Violations	82,310	75,000	35,000	45,000	45,000	45,000
4510.5040	Parking Violation Penlts	7,085	4,500	4,000	4,500	4,000	4,000
4510.5060	State Court Fines	139,815	95,000	60,000	70,000	70,000	70,000
4510.5070	Noise Violations	225	0	0	0	0	0
4510.5125	Drainage - Ordinance	77	0	0	0	0	0
4510.5140	Citations	200	0	0	0	0	0
4510.5160	Health Citations	33,482	20,000	4,500	8,500	12,500	12,500
4510.5180	Blight Fees	750	0	1,500	0	0	0
4510.5185	Abandoned Carts - Ord 12-33	495	600	0	500	500	500
4510.5190	Interest & Liens - Non Tax	203	100	80	100	100	100
4950.9000	Prem Rev Tax Lien Sales	106,799	90,000	75,000	90,000	90,000	90,000
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>1,530,603</b>	<b>1,665,200</b>	<b>1,102,580</b>	<b>1,473,600</b>	<b>1,529,900</b>	<b>1,529,900</b>
<b><u>INVESTMENT INCOME</u></b>							
4610.1200	Interest on Investments	1,743,964	1,549,476	1,150,000	1,400,000	1,400,000	1,400,000
4610.1250	Interest on Loan - Richter Park	38,087	80,000	37,310	40,173	40,173	40,173
<b>Sub-Total INVESTMENT INCOME</b>		<b>1,782,051</b>	<b>1,629,476</b>	<b>1,187,310</b>	<b>1,440,173</b>	<b>1,440,173</b>	<b>1,440,173</b>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE  
ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>RENTS</u></b>							
4620.1300	Land	19,653	13,200	11,500	13,200	12,000	12,000
4620.1310	Building	25,578	6,710	24,710	6,210	4,500	4,500
4620.1311	Hatters Hall	28,137	18,500	16,000	39,000	9,250	9,250
4620.1312	Hatters Pavilion	12,958	12,000	10,000	14,000	6,000	6,000
4620.1313	Hatters Park Meetings	8,317	6,900	7,000	7,500	3,450	3,450
4620.1314	Rogers Park Vendors	14,620	12,100	0	12,000	6,050	6,050
4620.1330	FBO Leases	86,091	79,000	83,688	87,062	87,062	87,062
4620.1332	Outside Leases	322,032	322,022	321,285	325,839	325,839	325,839
4620.1334	Tie Downs	14,190	15,840	12,500	14,160	14,160	14,160
<b>Sub-Total RENTS</b>		<b>531,577</b>	<b>486,272</b>	<b>486,683</b>	<b>518,971</b>	<b>468,311</b>	<b>468,311</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4900.1742	Storage Auction	657	0	159	0	0	0
4900.1755	Reappropriations	0	219,209	0	0	0	0
4910.6009	From Capital Fund	0	2,954,021	2,954,021	0	0	0
4930.7000	Premium Revenue	906,866	0	0	0	0	0
<b>Sub-Total OTHER FINANCING SOURCES</b>		<b>907,523</b>	<b>3,173,230</b>	<b>2,954,180</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE</b>		<b>43,618,848</b>	<b>43,536,628</b>	<b>40,975,488</b>	<b>39,857,756</b>	<b>39,491,824</b>	<b>39,491,824</b>

# CITY OF DANBURY

## LONG-TERM FINANCIAL PLAN

### INTRODUCTION AND OVERALL MISSION

#### **Introduction:**

Community members have played an integral part in the development of the Long-Term Financial Plan of the City through many public discussions directly with the Mayor, elected officials and Department Heads. Together, they discuss strategies to implement the City's Mission Statement, which strives to create a superior quality of life for the citizenry of Danbury in the most cost-effective manner. Success depends on the collaborative efforts of each team member to reflect upon past performance and while focusing on future objectives. Ultimately, it is the City's goal to develop a Long-Term Financial Plan to operate the government within its financial structure while satisfying long-term objectives.

The Director of Finance's overall mission for the City includes continuing to meet its budgetary and operational goals and objectives in the most cost efficient and effective manner. Developing long-term financial plans for the City of Danbury is complicated due to the nature of the organization and external economic influences such as reduction in state and federal revenues, changes in prices for products and services or the global economic recessions.

No matter the challenges faced with long-term financial planning, it is a necessary function particularly concerning planning for future projects, resources, identifying opportunities and it forms the foundation for setting short and long-term organizational goals.

As mentioned in the "**Budget Assumptions**" in the **Mayor's Message** section, the challenge continues to be the uncertainty of revenues from the State due to their unpredictable fiscal policies, financial distress and their inclination to pass on such problems to the local municipalities. On the expenditure side, the City faces formidable challenges including the cost of education, costs relating to employee contractual benefits and the cost of debt service. The concept of long-term planning is indeed to have a business strategy for the years ahead. Nevertheless, given the reliance on grant funding from state and federal resources for projects, adjustments will necessarily have to be made periodically to address the changing economic conditions. Additionally, due to the variability of state funding year to year, the City cannot effectively develop a reliable long-range operational plan for future years beyond.

**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN  
6-YEAR CAPITAL IMPROVEMENT SUMMARY**

**CAPITAL PROJECTS BY FUND: FY20/21 – FY25/26 (As approved by Planning Commission)**

<b>TOTALS BY FUND</b>	<b>FY 20/21 *</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>
General Government Projects & Leases	87,715,725	25,860,789	27,585,259	34,816,719	39,982,735	41,644,766
Ambulance Fund	-	300,000	265,000	180,000	185,000	280,000
Animal Control Fund	-	15,000	-	-	-	-
Sewer Fund	100,000	3,180,350	7,406,300	8,103,450	6,085,950	5,538,200
Water Fund	430,000	18,993,600	11,769,400	9,000,050	5,702,950	2,179,000
<b>TOTAL</b>	<b>88,245,725</b>	<b>48,349,739</b>	<b>47,025,959</b>	<b>52,100,219</b>	<b>51,956,635</b>	<b>49,641,966</b>

\* FY2021 Reflects Mayor's Recommended project totals.

# CITY OF DANBURY

## CIP PROJECTS SUPPORTING ORGANIZATIONAL GOALS

### CITYWIDE MISSION STATEMENT:

To ensure a **superior quality of life** for its citizens by providing the **most cost-effective municipal services** while **preserving the cultural, historical and natural resources of the City**. We are committed to working with citizens **to enhance Danbury's position as a premier place to live, work and raise a family** in a traditional yet progressive community.

#### Organizational Goals

##### ORGANIZATION GOAL #1:

Improve City Infrastructure maintaining transportation corridors and Public Works projects.

**\$38.5 M; 43.6% of FY21 CIP Budget**

##### ORGANIZATION GOAL #2:

Provide cost-effective municipal services to reduce financial burdens on Taxpayers.

**\$60 M; 6.7% of FY21 CIP Budget**

##### ORGANIZATION GOAL #3:

Retain our status as one of the "Best Cities to Live" by maintaining Danbury's cultural, historical and natural resources.

**\$0.5 M; .5% of FY21 CIP Budget**

##### ORGANIZATION GOAL #4:

Enhance Danbury's position as a premier place to live, work and raise a family:

**\$43.3 M; 49.1% of FY21 CIP Budget**

**ENSURE A  
SUPERIOR  
QUALITY OF LIFE**



**PROVIDE COST-  
EFFECTIVE  
MUNICIPAL  
SERVICES**



**PREMIER PLACE  
TO LIVE, WORK  
AND RAISE A**



**PRESERVE CULTURAL,  
HISTORICAL &  
NATURAL CITY  
RESOURCES**



#### FY2020/2021 Capital Improvement Projects

Playground construction, citywide road and bridge repairs, intersection improvements, drainage improvement projects, Public Safety equipment, communication upgrades to improve effectiveness and emergency response time.

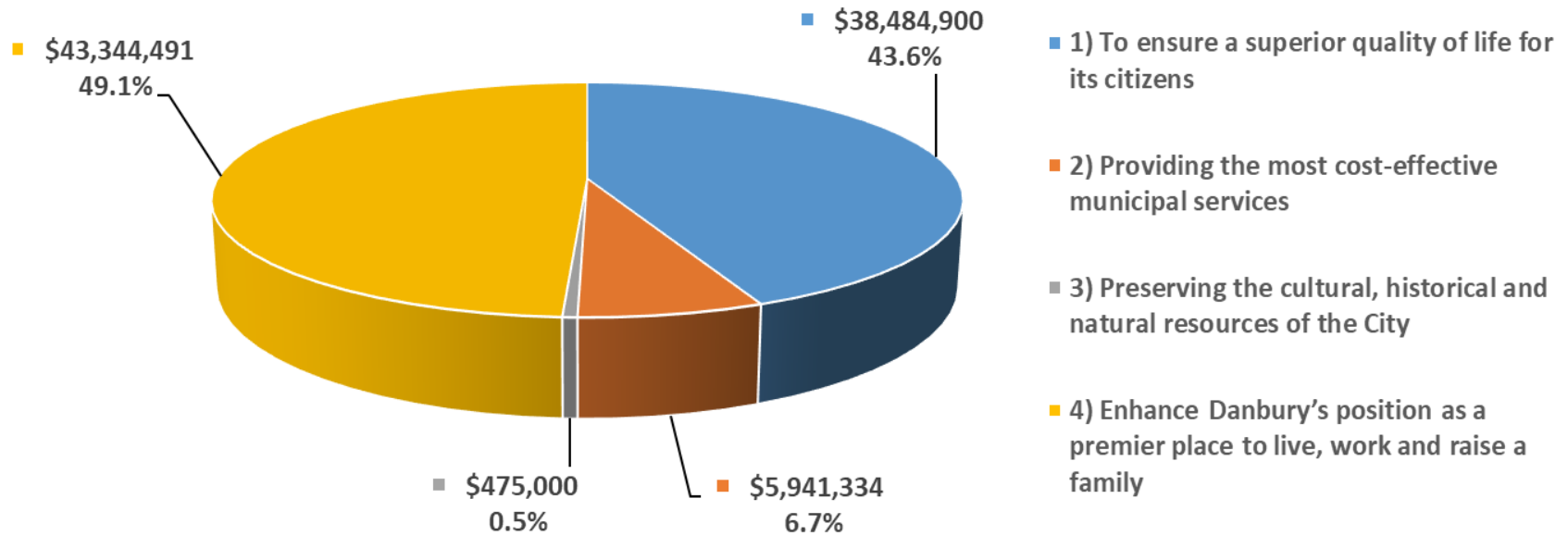
Fire Department safety upgrades, Police and Ambulance vehicle replacements, computer and network improvements increases employee and citizen productivity when conducting city business on premises, and FAA compliance for airport safety.

School Boiler Replacement Program, EMS Vehicle Replacement Program, replace Emergency Generator at the West Lake Water Treatment Plant, Animal Control Fund Equipment Replacement Program.

Repaint four historic buildings, restore flooring in Old Library, and renovate buildings at Farrington Woods, Renovate the Hatters Pavilion.

**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN  
SIX-YEAR GOALS FOR FY2020/21 – FY2025/26**

**City of Danbury Allocation of FY2021 Capital Projects  
Supporting the Mission Statement**



**Total FY2020/21 Capital Funding Budget: \$88,245,725**



**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN -  
SIX-YEAR GOALS FOR FY2020/21 – FY2025/26**

**The City's Mission Statement:**

*The City of Danbury's mission is to ensure a superior quality of life for its citizens by providing the most cost-effective municipal services while preserving the cultural, historical and natural resources of the City.*

*We are committed to working with citizens to enhance Danbury's position as a premier place to live, work and raise a family in a traditional yet progressive community.*

**The following project goals for FY2020/2021 link to the core of the City's Mission Statement: \$88,245,725**

**1) To ensure a superior quality of life for its citizens: \$38,484,900**

• <b><u>Civil Preparedness</u></b>	\$225,000	Replace Windows and Vestibule at the War Memorial/Emergency Shelter, rescue vessels
• <b><u>Construction Services</u></b>	\$700,000	Citywide minor bridge repair and maintenance, sidewalk repair and environmental remediation
• <b><u>Engineering</u></b>	\$15,475,000	Bridge Replacement Program, Citywide Bridge Inspections, MS4 Permit compliance, Reconstruct DPW Complex shed, Triangle Street Intersection & Drainage Improvement Project, South Street Drainage Basin Improvement Project
• <b><u>Forestry</u></b>	\$50,000	Tree Trimming and removal in public right of ways.
• <b><u>Highway</u></b>	\$25,000	Citywide Guiderail Replacement Program
• <b><u>Police</u></b>	\$90,000	Communication Equipment Replacement Program and Body Camera Project
• <b><u>Public Buildings/Public Buildings Schools</u></b>	\$932,900	Renovate Healing Hearts Building, building renovations, HVAC replacements, roof improvement, replace fire alarms, UST Replacement at various locations, and Install Grease, Oil & Fats Separators
• <b><u>. Recycling &amp; Solid Waste</u></b>	\$85,000	Landfill Control Panel & Upgrade - Programmable Logic Controller
• <b><u>Tarrywile Park</u></b>	\$80,000	Maintenance Building and Garage Renovations
• <b><u>SNAPP 2020 Projects</u></b>	\$20,822,000	Multiple road, bridge & drainage projects, Highway Communication System, Fire Apparatus Facility

**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN -  
SIX-YEAR GOALS FOR FY2020/21 – FY2025/26**

**2) Providing the most cost-effective municipal services: \$5,941,334**

• <b>Airport</b>	\$241,000	Tree Maintenance all Airport Approaches, Focused Master Plan Project Runway, Pavement Analysis
• <b>Corporation Counsel</b>	\$60,000	Renovate City Hall Offices
• <b>Information Technology</b>	\$1,192,835	I.T. projects include cutting-edge technology to ensure employee and citizen data cyber safety (including leases).
• <b>Fire</b>	\$1,500,749	Various Fire equipment and apparatus replacements, and Fire Training School/Tower Compliance Requirements, leased aerial fire ladder, timekeeping equipment, pumpers <b>(including leases)</b>
• <b>Police</b>	\$446,750	Police Department Vehicle Replacement Program
• <b>SNAPP 2020 Bond Project</b>	\$2,500,000	Energy Efficiency Project Initiatives

**3) Preserving the cultural, historical and natural resources of the City: \$475,000**

• <b>Danbury Museum &amp; Historical Society</b>	\$40,000	Repaint four historic buildings throughout the City to improve aesthetics and maintain exterior upkeep.
• <b>Planning &amp; Zoning</b>	\$150,000	Plan of Conservation & Development Amendment
• <b>Public Buildings</b>	\$285,000	Repaint exterior of Portico and Trim at Railway Museum, Replace flooring in Old Library, Renovate Farrington Woods buildings, Hatters Pavilion Renovations

**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN -  
SIX-YEAR GOALS FOR FY2020/21 – FY2025/26**

4) Enhance Danbury's position as a premier place to live, work and raise a family: \$43,344,491

• <b>Construction Services</b>	\$120,000	Playscape Replacement in City Parks & Schools
• <b>Highway</b>	\$2,875,000	Paving, drainage and road improvements, pool fleet vehicle replacement program, Downtown Decorative Streetlight Replacement Program
• <b>Police</b>	\$50,000	Patrol Critical Incident Response Equipment
• <b>Public Buildings &amp; School Leases</b>	\$1,091,491	School Boiler Replacement Program (lease/purchase)
• <b>Public Utilities</b>	\$530,000	Vehicle & Equipment Replacement Program, Emergency Generator Replacement at the West Lake Water Treatment Plant
• <b>SNAPP 2020 Bond Projects</b>	\$38,678,000	Kaplanis Field, Perry Field & DHS Turf Replacement & Drainage, Downtown Riverwalk Streetscape Project, Park Improvements, Rogers Park Lighting, School District Classroom Space Initiative incl. Elevators Replacement

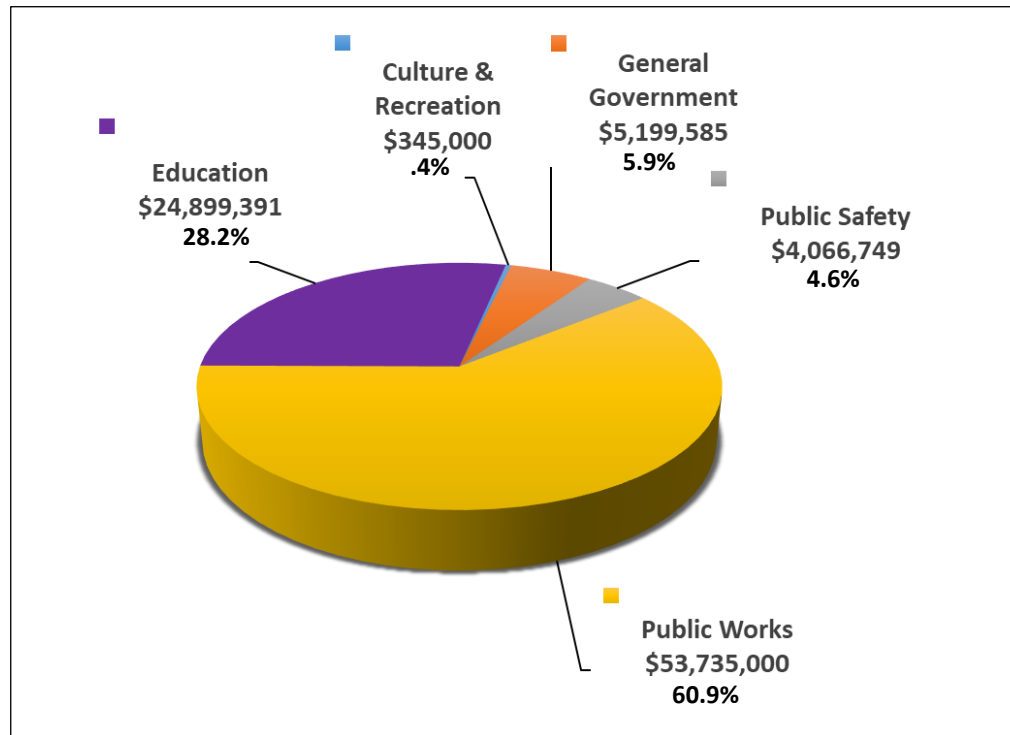
**CITY OF DANBURY  
LONG-TERM FINANCIAL PLAN  
SUMMARY OF CAPITAL PROJECT TYPE: ADOPTED FY 2020/21**

**Capital Improvement Projects by GASB Category**

**FY20/21 CAPITAL PROJECT HIGHLIGHTS:**

- 1) **72.3%** of the FY 2020/21 Capital Projects are SNAPP 2020 projects. Quality of life projects entail Education, parks and recreation, Public Works and Public Safety initiatives.
- 2) 22.7% of City funded Public Works include major paving, drainage improvements, citywide guiderail replacement and the Vehicle Replacement Program.
- 3) **\$2,167,750** in Public Safety projects include Police, Fire, Civil Preparedness and Airport safety improvements, vital equipment repairs, upgrades and communication equipment.

**Total FY2020/2021 Capital Funding Budget: \$88,245,725**



<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>LONG-TERM FORECASTING</b> <b>FINANCIAL FORECASTING IN OUR ENVIRONMENT</b></p>
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**Forecasting in Our Financial Environment:**

Forecasting for the City remains a challenge due to several external economic influences such as decreases in state revenues and unfunded state mandates, and doing more with less in terms of finding cost-savings opportunities while maintaining City services. Additionally, the Department of Finance Budget Team was directed to audit each budgetary line item for all City departments and divisions to explore further opportunities for budgetary reductions, cost containment and to eliminate any excess spending. This process has ensured the City maintains its commitment in meeting the needs of Danbury taxpayers with continued cost-effective services.

A 6-year capital plan is provided within the adopted budget; however, operations are not forecasted beyond the budget year. While the City is not required to formerly forecast for its operations beyond one year, we prudently do so informally nonetheless. For example, while the FY 2020-2021 Budget represents an operational plan for the next twelve months, the City is already working on a plan for the next three years.

The future of the City of Danbury and its growing economic position was considered as part of the FY 2020-2021 Adopted Budget. The City continues to closely monitor spending to ensure affordability to Danbury taxpayers as illustrated in the historical mill rate (tax rate) analysis. General Fund expenditure growth (excluding debt service) will continue to be capped at 2.5%. Long-range forecasting will continue to be limited to 2.5% or less, and adjustments will be made accordingly on an annual basis. Historically, the City of Danbury has been fiscally prudent which has provided flexibility to respond to economic changes from one year to the next with limited financial consequences.

**CITY OF DANBURY**  
**APPROVED BY PLANNING COMMISSION - SUMMARY BY DEPARTMENT**  
**6-YEAR CAPITAL PLAN ALLOCATIONS & FUNDING: FY2020/21 – FY2025/26**

* Mayor's Recommended		CAPITAL IMPROVEMENT SCHEDULE					
Capital Projects	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	TOTALS
Airport .....	241,000	74,000	4,575,901	-	560,000	7,883,800	13,334,701
Ambulance.....	-	300,000	265,000	180,000	185,000	280,000	1,210,000
Animal Control.....	-	15,000	-	-	-	-	15,000
Civil Preparation.....	225,000	-	-	-	-	-	225,000
Construction Services.....	820,000	775,000	525,000	430,000	-	-	2,550,000
Corporation Counsel.....	60,000	-	-	-	-	-	60,000
Danbury Museum & Historical Society	40,000	-	-	-	-	-	40,000
Engineering .....	15,475,000	7,660,000	7,125,000	8,250,000	6,140,000	6,690,000	51,340,000
Equipment Maintenance .....	-	100,000	150,000	170,000	100,000	250,000	770,000
Finance .....	-	-	-	-	-	-	-
Fire .....	1,500,749	1,670,967	405,000	1,600,000	200,000	920,000	6,296,716
Forestry.....	50,000	405,000	441,000	75,000	75,000	75,000	1,121,000
Health & Human Svc .....	-	-	-	-	-	-	-
Highway .....	2,900,000	6,110,000	5,450,000	6,162,000	6,682,000	1,441,000	28,745,000
Information Technology.....	1,192,835	1,108,200	858,285	408,200	198,200	140,456	3,906,176
Office of Proj. Excellence.....	-	-	-	-	-	-	-
Park Maintenance.....	-	711,000	711,000	650,000	655,000	370,000	3,097,000
Planning.....	150,000	500,000	-	-	-	-	650,000
Police.....	586,750	350,000	25,000	25,000	25,000	25,000	1,036,750
Public Buildings .....	710,000	2,805,000	3,674,000	442,170	1,935,000	-	9,566,170
Public Buildings (BOE) .....	1,599,391	3,301,622	2,955,073	16,294,349	23,362,535	23,589,510	71,102,480
Recreation .....	-	-	90,000	-	-	-	90,000
Solid Waste/Recycle .....	85,000	100,000	150,000	-	-	-	335,000
Richter Park .....	-	-	-	-	-	-	-
Tarrywile Park .....	80,000	190,000	450,000	310,000	50,000	260,000	1,340,000
Sewer .....	100,000	3,180,350	7,406,300	8,103,450	6,085,950	5,538,200	30,414,250
Water .....	430,000	18,993,600	11,769,400	9,000,050	5,702,950	2,179,000	48,075,000
SNAPP 2020 Bond Projects.....	62,000,000	-	-	-	-	-	62,000,000
Grand Total	88,245,725	48,349,739	47,025,959	52,100,219	51,956,635	49,641,966	337,320,243
Proposed Funding	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	TOTALS
User Charges <sup>1</sup> .....	\$ 425,025	\$ 17,881,993	\$ 15,349,643	\$ 13,457,628	\$ 9,325,823	\$ 6,373,945	62,814,055
Paygo .....	5,465,000	5,815,000	6,165,000	6,500,000	6,500,000	6,500,000	36,945,000
Notes/Bonds /Leases .....	71,031,109	9,758,767	7,840,262	10,431,062	11,574,838	8,204,075	118,840,113
St./Fed. Grants/Other .....	11,324,591	14,893,979	17,671,054	21,711,529	24,555,975	28,563,946	118,721,075
Grand Total	88,245,725	48,349,739	47,025,959	52,100,219	51,956,635	49,641,966	337,320,243
1 Includes self-supporting sewer and water debt that will be paid by user fees.							
* FY21 the first year of the CIP is adopted annually by the City Council.							

# CITY OF DANBURY

## LONG-TERM FINANCIAL PLAN

### ANALYSIS OF FINANCIAL ENVIRONMENT

#### **Debt Position and Strategies for Achieving and Maintaining Financial Balance:**

The ratio of Debt Service expenditures for the General Fund is expected to peak in FY24 at **6.94%**, and then decline staying well below our policy level of **10%**. The debt as a percentage of assessed valuation is currently **2.37%** in FY21 and then expected to decline in future years – below the City’s policy limit of 3%. As a debt management tool, the City typically issues new debt as old debt is expiring. Also, the City has been increasing its annual funding over the last several years for capital projects directly from tax levy in its efforts to reduce the reliance on debt financing for investments in capital infrastructure. A more in depth look into the City’s Debt Service and financial policies can be found in the “**Financial Policies, Objectives and Economic Considerations**” section of this book under **Budget Summaries**.

#### **Visibility:**

The City of Danbury is becoming a more transparent government with the implementation of new technology. The Department of Finance and Information Technology departments are working cooperatively to ensure the City’s most current financial documents are accessible on the Finance Home Page. Residents and elected officials can easily learn about the financial health and strategies of the City. Currently, the following documents can be found on the Finance website:

(<http://www.danbury-ct.gov/finance>)

DOCUMENT NAME	DESCRIPTION	LATEST VERSION AVAILABLE
Council’s Supplemental	7-Year Historical Summary By Fund	2019-2020 Council’s Supplement
City of Danbury Adopted Budget Book	Financial and Operational 12-Month Budget	2019-2020 Adopted Budget
Comprehensive Annual Financial Report (CAFR)	Audited Management Financial Statements	2019 CAFR (FY 18-19)
General Obligation Bonds Final Official Statement	Bond, Tax, Debt and Financial Statements	Official Statement – 5/20/2020
Consolidated Plan and Annual Action Plan	Housing & Community Needs Analyses	Annual Action Plan: 2018-2022

<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>LONG-TERM FINANCIAL PLAN</b> <b>MOBILIZATION, ANALYSIS, DECISION &amp; EXECUTION PHASES</b></p>
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**MOBILIZATION PHASE**

**Budget Initiation:**

Annual budget planning is a rigorous annual process, which involves historical analysis and setting reasonable expectations for the upcoming fiscal year. The Mayor provides a budget message with his directives and discusses the general economic outlook for revenues and expenses for the current and upcoming fiscal year. Additionally, the Mayor presents a program concerning municipal improvements of capital projects for the ensuing fiscal year and for five fiscal years thereafter. Further details of these procedures are outlined in “**Budget Procedures**” in the Budget Summary section.

**Alignment of Resources:**

The budget kickoff meeting is held in November with the key stakeholders. Capital Budget Forms and budget guidelines are distributed to Department Heads for the upcoming Budget Year with a one (1) month deadline to submit budget requests. The Department of Finance provides multiple budget training sessions are offered to discuss current year changes and to address questions. Throughout December and January, Department Heads are required to meet individually with Planning Director and the Director of Finance to discuss their budget requests.

**Preliminary Analysis:**

During February and March, the Director of Finance meets with the Mayor to finalize the Mayor’s adopted budget. After the budget is presented to the City Council in early April, the City Council has several public Ad Hoc meetings throughout April carefully reviewing each department’s budgetary request with the Department Head, Director of Finance and the Mayor. The budget is once again presented and voted on by the City Council with any possible amendments which may have been identified during the Ad Hoc meetings. This annual process ensures all levels within the City government have had the opportunity to review the budget and offer input.

**Identification of Service Policies and Priorities:**

This budget is divided into multiple subdivisions – General Government I, General Government II, Public Works, and Health & Human Services, Public Safety and Social Services. Each is reviewed by an Ad Hoc subcommittee composed of members of the City Council. Public hearings are held throughout April so that the citizens of Danbury may ask questions and voice their opinions of the budget. The last date that the budget can be adopted is May 15.



<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>LONG-TERM FINANCIAL PLAN</b> <b>MOBILIZATION, ANALYSIS, DECISION &amp; EXECUTION PHASES</b></p>
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**MOBILIZATION PHASE (continued)**

**Validation of Financial Policies:**

As reviewed annually, the City of Danbury remains in compliance with its financial policies. Pursuant to the City's Balanced Budget policy, operating budgets will be balanced on a true structural and sustainable basis where recurring revenues will equal or exceed recurring expenditures on an annual basis. However, there may be periods of structural imbalance caused by changes in economic conditions, unanticipated reductions in recurring revenues, cyclical fluctuations in expenditures pressures or other extraordinary events. As planned, the City has eliminated the practice of using appropriated fund balance as a tool to balance the budget for the General Fund in FY 2017-2018. The use of appropriated fund balance for balancing budgets has been strategically reduced over the last several years from a high of \$4 million dollars.

**Definition of Purpose and Scope of Planning:**

The City of Danbury's budget procedures and planning of all operating funds include the General Fund and enterprise funds. In the case of enterprise funds it is expected that these funds will be self-sufficient and that user fees will fully support the operations of the fund activities including debt service and capital costs.

**ANALYSIS PHASE**

**Information Gathering:**

As stated in the **Mayor's Message** section, the creation of a business advocacy office was developed to modernize, update and rebrand the Office of Economic Development so that it is more reflective of the specific needs of the Danbury economic environment. Based upon the City's analysis, the small and mid-sized businesses are disadvantaged because they do not have the intellectual resources or the contacts of a large corporation. Therefore, the Office of Business Advocacy was created to assist this business sector.

**Trend Projection:**

Keeping in line with The City of Danbury's mission of, "...providing the most cost-effective municipal services while preserving the cultural, historical and natural resources of the City", the budget requirements are reviewed annually and spending activity is monitored throughout the Fiscal Year. As previously mentioned, the City's target projection is to maintain a growth or "spend" trend of 2.5% (exclusive of debt service) or less in General Fund expenditures.

<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>LONG-TERM FINANCIAL PLAN</b> <b>MOBILIZATION, ANALYSIS, DECISION &amp; EXECUTION PHASES</b></p>
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**ANALYSIS PHASE (continued)**

The City's Department Heads review their individual department missions and financial requirements, maintaining alignment with the citywide mission statement. As mentioned in the **Executive Summary** section of the Mayor's Message, budget analysis is an essential factor of the budget development process for the City of Danbury. Necessary adjustments are made to address the needs of the departments and to identify the challenges of the economic state of the environment. Economic environmental trends may require reallocations, reductions or additions. Such changes can only effectively be made on an annual basis for each budget year.

Department Heads must consider both the citywide mission statement and their department goals in the context of these difficult economic times. They must also focus on the most cost-effective and efficient means of delivery of services while maintaining the highest level of commitment in meeting our citizens' needs. The Department of Finance Budget Team cross-analyze every budgetary line item for each department, division, and citywide searching for additional savings opportunities and reduce financial drag from the budget to maximize cost-effectiveness for Danbury taxpayers.

**DECISION PHASE**

The City's annual budget process takes several months of cooperative efforts among its Department Heads to prepare for the upcoming Fiscal Year. The end of the process involves the City Council's Budget Review, which occurs throughout the month of April. During the Decision Phase, the Mayor, City Council, Department Heads, the Director of Finance are all involved in providing input in helping the City Council make a final decision to adopt a budget. At these meetings, recommendations and input are presented by the public which is considered by the City Council.

**EXECUTION PHASE**

When the Budget Book is finalized and voted upon, it becomes the Adopted Budget. The Adopted Budget is distributed to all Department Head and City Council members and published on the City's website. Based on the Danbury City Charter, Section 7-4, "Duties of the City Council on the Budget", *"The City Council shall hold one or more public hearings not later than May 1<sup>st</sup> or the next business day thereafter if May 1<sup>st</sup> shall not be a business day, at which any elector or taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year"*.

**CITY OF DANBURY**  
**City-Wide Summary by Account & Major Funds**  
**ADOPTED BUDGET: 2020-2021**

REVENUES										
Base Account	Revenue Type	INTERNAL SERVICE FUNDS								ACCOUNT TOTAL
		(002) General Fund	(003) Water Fund	(004) Sewer Fund	(005) Ambulance Fund	(006) Animal Control	(014) Employee Benefits	(015) Workers Compensation	(016) Pension-OPEB	
4110	TAX FEES	217,930,000								217,930,000
4190	PENALTIES AND INTEREST	1,300,000	200,000							1,500,000
4200	LICENSES & PERMITS	4,140,795	20,000	21,000		12,600				4,194,395
4300	INTERGOVERNMENTAL REVENUES	30,311,390		41,000						30,352,390
4400	CHARGES FOR SERVICES	1,074,091	9,565,000	13,585,750	3,647,000	1,900	1,211,913			29,085,654
4500	INTERFUND SERVICES	505,340	300,000				16,917,083	2,995,585	23,598,260	44,316,268
4510	FINES & PENALTIES	139,900	15,000	202,250						357,150
4610	INVESTMENT INCOME	1,440,173	200,000	450,000	3,000	3,500				2,096,673
4620	RENTS	468,311								468,311
4900	OTHER FINANCING SOURCES	4,600,000					500,000			5,100,000
4910	OPERATING TRANSFER IN					290,000				290,000
4930	DEBT ISSUANCE									
4950	FINES & PENALTIES	90,000								90,000
<b>GRAND TOTALS:</b>		262,000,000	10,300,000	14,300,000	3,650,000	308,000	18,628,996	2,995,585	23,598,260	335,780,841

**CITY OF DANBURY**  
**City-Wide Summary by Account & Major Funds**  
**ADOPTED BUDGET: 2020-2021**

**EXPENDITURES**

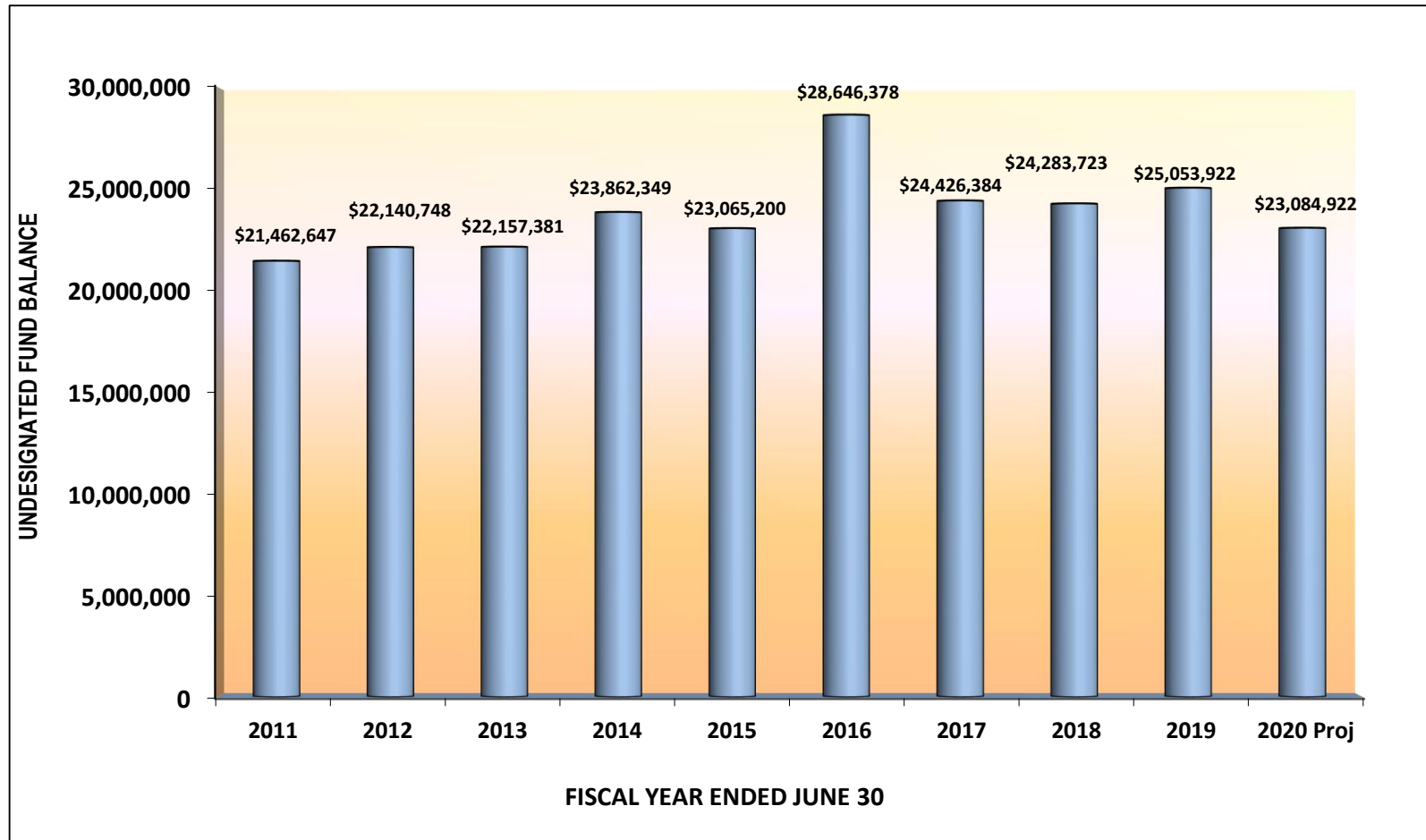
		INTERNAL SERVICE FUNDS								
Base		(002)	(003)	(004)	(005)	(006)	(014)	(015)	(016)	
Account	Account Description	General Fund	Water Fund	Sewer Fund	Ambulance Fund	Animal Control	Employee Benefits	Workers Comp.	Pension-OPEB	ACCOUNT TOTAL
5020	Salaries	39,648,676	2,674,375		2,017,565	191,985	168,738			44,701,339
5030	Overtime	4,409,018	339,200			24,735	200			4,773,153
5040	Part Time	1,372,056	84,958			19,292				1,476,306
5050	Other Salaries	120,357	79,681			1,433	3,243			204,714
5220	Payroll Taxes						2,055,400			2,055,400
5230	Employee Group Insurance						14,304,050	1,445,585		15,749,635
5235	Retiree Benefits								9,369,910	9,369,910
5240	Pension								14,203,350	14,203,350
5250	Other Benefits	2,646,911	34,773		645,620	14,899	2,471			3,344,674
5300	Purch Svcs	7,317,716	509,758	6,056,166	699,000	6,700	131,000		25,000	14,745,340
5305	Fees & Charges		21,000			5,250				26,250
5350	Interfund Svc Exp	39,753,427	2,319,832	675,288	11,305	21,416				42,781,268
5400	Property Services	412,596	56,000							468,596
5500	Maintenance & Repair	2,654,789	298,000	418,086		2,000				3,372,875
5600	Materials & Supplies	3,350,267	1,281,163	20,500	41,000	16,350	150			4,709,430
5700	Equipment	260,343	193,500	23,000						476,843
5800	Insurance						1,963,744	1,550,000		3,513,744
5852	Appropriations	135,894,575								135,894,575

**CITY OF DANBURY**  
**City-Wide Summary by Account & Major Funds**  
**ADOPTED BUDGET: 2020-2021**

**EXPENDITURES**

Base Account	Account Description	INTERNAL SERVICE FUNDS								ACCOUNT TOTAL
		(002) General Fund	(003) Water Fund	(004) Sewer Fund	(005) Ambulance Fund	(006) Animal Control	(014) Employee Benefits	(015) Workers Comp.	(016) Pension- OPEB	
5855	Contingency	333,000	25,000	50,000	9,835					417,835
5860	Miscellaneous Approp Debt Service Reserve			950,000						950,000
5865	Operating Transfer Out	4,238,922	430,000	276,000						4,944,922
5870	Contributions/Grants	2,150,565				3,940				2,154,505
5875	Memberships	171,051								171,051
5880	Debt Service	17,184,333	164,815	2,371,224						19,720,372
6000	Donations/Grants	81,398								81,398
8026	Depreciation Expense		1,787,945	3,459,736	225,675					5,473,356
<b>GRAND TOTALS:</b>		262,000,000	10,300,000	14,300,000	3,650,000	308,000	18,628,996	2,995,585	23,598,260	335,780,841

**CITY OF DANBURY  
GENERAL FUND  
UNDESIGNATED (UNASSIGNED) FUND BALANCE  
TEN YEAR HISTORY**



<p align="center"><b>CITY OF DANBURY</b>  <b>TABLE OF ORGANIZATION BUDGET SUMMARY by DEPARTMENT</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>
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DEPT #	DEPT NAME	# POSITIONS BUDGETED IN DEPT	TABLE ORGANIZATION BUDGET
	<b><u>GENERAL FUND</u></b>		
1010	MAYOR'S OFFICE	5.5	420,134
1015	DIRECTOR OF PROJECT EXCELLENCE	0	0
1020	LEGISLATIVE ASSISTANT	1	66,489
1060	REGISTRAR OF VOTERS	2	131,532
1070	CITY TREASURER	1	27,260
1080	DIRECTOR OF FINANCE	10.5	919,331
1090	INFORMATION TECHNOLOGY	1	121,218
1110	ASSESSOR	7	483,575
1130	TAX COLLECTOR	9	518,791
1140	PURCHASING	3.5	248,355
1150	CORPORATION COUNSEL	3	322,922
1160	TOWN CLERK	6	283,020
1190	PERMIT COORDINATION	5	328,660
1220	PLANNING	6	467,166
1230	OFFICE OF BUSINESS ADVOCACY	1	75,981
1270	HUMAN RESOURCES	3.5	286,542
1340	PUBLIC BUILDINGS	13	857,763
1350	CITY HALL BUILDING	0	0
2000	POLICE DEPARTMENT	161.5	13,788,515

<p align="center"><b>CITY OF DANBURY</b>  <b>TABLE OF ORGANIZATION BUDGET SUMMARY by DEPARTMENT</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>
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DEPT #	DEPT NAME	# POSITIONS BUDGETED IN DEPT	TABLE ORGANIZATION BUDGET
2010	FIRE DEPARTMENT	122	10,583,747
2020	BUILDING DEPARTMENT	9	570,975
2050	CONSUMER PROTECTION	0	0
2060	UNIT	4	254,998
2070	AIRPORT	5	336,051
3000	DIRECTOR OF PUBLIC WORKS	2	247,001
3001	HIGHWAYS	43	2,668,290
3005	PARK MAINTENANCE	18	1,075,431
3006	FORESTRY	4	249,080
3020	EQUIPMENT MAINTENANCE	7	467,626
3040	ENGINEERING	10	717,724
3041	CONSTRUCTION SERVICES	3	256,330
4000	HEALTH & HUMAN SERVICES	15	1,068,337
5001	VETERANS ADVISORY	1	56,650
5002	ELDERLY SERVICES	2	158,511
7000	LIBRARY	23	1,500,385
7002	RECREATION	1	90,280
<b>GENERAL FUND TOTALS:</b>		<b>508.5</b>	<b>39,648,670</b>



<p align="center"><b>CITY OF DANBURY</b>  <b>TABLE OF ORGANIZATION BUDGET SUMMARY by DEPARTMENT</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>
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DEPT #	DEPT NAME	# POSITIONS BUDGETED IN DEPT	TABLE ORGANIZATION BUDGET
	<u><b>WATER FUND</b></u>		
003	WATER DEPARTMENT	40	2,674,373
	<b>WATER FUND TOTALS:</b>	<b>40.0</b>	<b>2,674,373</b>
	<u><b>ANIMAL CONTROL FUND</b></u>		
2001	ANIMAL CONTROL	3	191,985
	<b>ANIMAL CONTROL FUND TOTALS:</b>	<b>3.0</b>	<b>191,985</b>
	<u><b>INTERNAL SERVICES FUND</b></u>		
8008	RISK MANAGEMENT	2.5	168,737
	<b>INTERNAL SERVICES FUND TOTALS:</b>	<b>2.5</b>	<b>168,737</b>
	<b>ORGANIZATION TOTALS:</b>	<b>554.0</b>	<b>42,683,765</b>

**Candlewood Lake**



**Danbury Fire Department**



**Danbury Airport**



## **GENERAL FUND**

**Richter Park Golf Course**



**Danbury Public Works**



**Danbury Police Department**



## PERFORMANCE MEASUREMENT DESCRIPTION

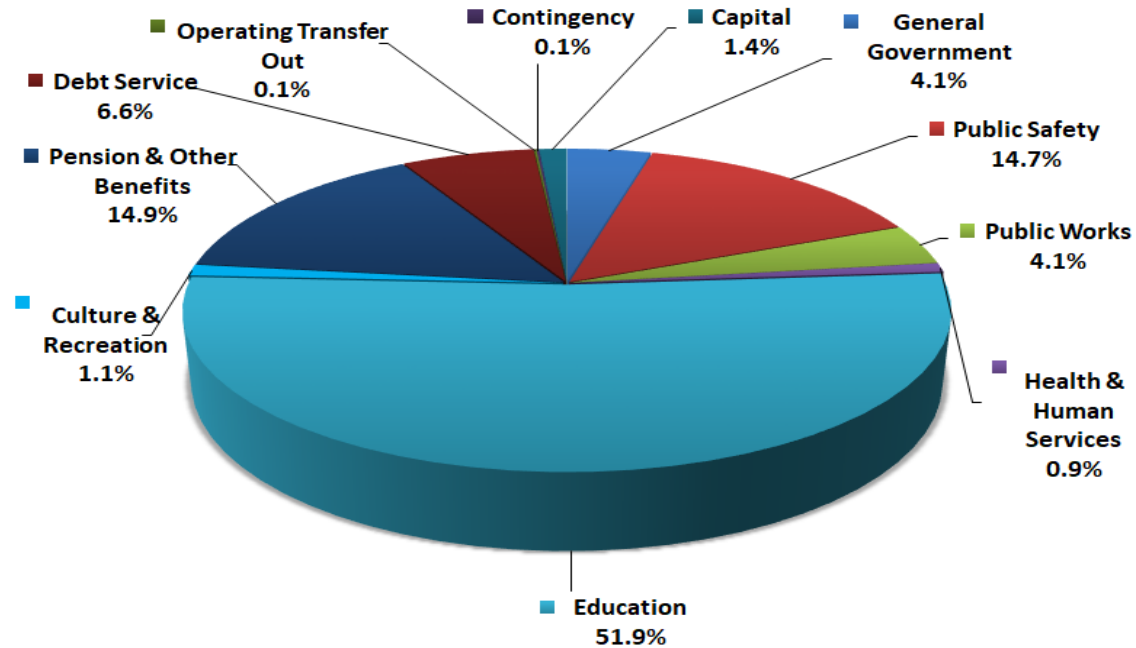
The City of Danbury's mission is to ensure a superior quality of life for its citizens by providing the most cost effective municipal services while preserving the cultural, historical and natural resources of the City. We are committed to working with citizens to enhance Danbury's position as a premier place to live, work and raise a family in a traditional yet progressive community.

The City of Danbury began using performance measurements as a strategy to sustain our service levels, strive for excellence, and continue improvement of meeting the City's mission statement. Implementing performance measurement is a process, which has evolved over several years. The City of Danbury began with the introduction of the "Statement of Mission, Accomplishments and Major Objectives" for each department followed by the development of logic models for certain program or service within their department. A logic model is a tool that helps managers focus on setting goals and objectives and stimulates the development of cost effective strategies of achieving the City's objectives. As a result, key performance measures were established and are now provided for major departments. The City of Danbury continues to expand on these performance measures along with measurable goals during every budget cycle as new benchmarks, dashboards, and software are implemented.

Performance measures will provide the road map of the expectations for each department (and project) and will provide key decision-makers with valuable information for resource allocation, process improvements and goal setting. Through the use of performance measures, citizens can understand "what they get" in terms of service and results.

Performance Measurements will be used as a long term comprehensive program that will lead to better management of the City's resources, more accountability, more productivity, and specific goal setting.

**CITY OF DANBURY**  
**FY2020-2021 EXPENDITURES BY FUNCTION**  
**\$262,000,000**



	<u>FY 2020-2021</u>	<u>FY 20/21 %</u>	<u>FY 19/20 %</u>
General Government	\$10,838,411	4.1%	4.1%
Public Safety	38,456,594	14.7%	14.4%
Public Works	10,734,503	4.1%	4.1%
Health & Human Services	2,432,095	0.9%	0.9%
Education	136,108,575	51.9%	51.6%
Culture & Recreation	2,938,019	1.1%	1.2%
Pension & Other Benefits	39,105,548	14.9%	15.6%
Debt Service	17,184,333	6.6%	6.4%
Operating Transfer Out	290,000	0.1%	0.1%
Contingency	333,000	0.1%	0.1%
Capital	3,578,922	1.4%	1.5%
<b>Total</b>	<b>\$262,000,000</b>	<b>100.0%</b>	<b>100.0%</b>

<p style="text-align: center;"><b>CITY OF DANBURY CITY COUNCIL ADOPTED BUDGET: 2020-2021</b></p> <p>President: Joseph M. Cavo <span style="float: right;">Dept. #: 1005</span></p>	
<b>Statement of Mission:</b>	As the legislative body of the City, the City Council has the power to enact, amend, or repeal ordinances. Additionally, the City Council approves the appropriation of funds, adopts the City's Operating and Capital Budgets, sets the mill rate, and has overall legislative oversight over the City of Danbury.
<b>Department Goals:</b>	The City Council is responsible for governing the management of the City, which includes regulating the operations of all Departments and boards. The City Council can create new ordinances, and change or abolish them, in order to provide for a more efficient, safe and economically sound city.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Collaborated with the Mayor's Office to adopt the necessary legislation leading to the SNAPP 2020 Referendum will provide funding for the following: address the immediate spacing needs for the Board of Education; replacement of Downtown sidewalks and streetscape improvements; energy conservation projects; and street paving, drainage and bridge replacements.</li> <li>• The City Council passed a balanced budget of \$262,000,000 budget without an increase in the mill rate. The FY21 Budget Plan continued our commitment to education ensuring the next generation receives the funding required to remain competitive. FY21 Budget Plan also made significant investments in capital projects for the City infrastructure such as school/city buildings, roads, and bridges.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Support the Mayor's Office in pursuing public/private collaborative efforts in providing the best possible services more efficiently, effectively and at the most affordable cost to the Danbury taxpayer.</li> <li>• Provide the legislative support to advance technology and operational initiatives to communicate more effectively with constituents and to promote efficiency by streamlining the delivery of government services.</li> <li>• Continue governing the management of the City of Danbury, which includes regulating the operations of all departments and boards.</li> <li>• Continue reviewing and approving appointments to boards, commissions and promotions within City departments.</li> </ul>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>CITY COUNCIL</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>						
President: Joseph M. Cavo			Dept. #: 1005			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1005	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1005</b>	<b>CITY COUNCIL</b>						
5030.1000	Overtime - Salaries	0	250	0	0	0	0
5040.1000	Part Time - Salaries	0	5,830	5,820	5,820	5,850	5,850
5050.1100	Other Salaries - Constables	1,320	1,320	1,400	1,400	1,400	1,400
5300.2040	Purch Svcs - Outside Svcs	3,899	1,700	2,000	2,000	2,000	2,000
5300.2055	Purch Svcs - Postage	80	100	100	100	100	100
5500.2420	Maintenance & Repair - Office Equipment	764	750	750	750	650	650
5600.2500	Materials & Supplies - Office	1,287	1,120	1,000	1,000	816	816
<b>SUB-TOTAL</b>		<b>7,351</b>	<b>11,070</b>	<b>11,070</b>	<b>11,070</b>	<b>10,816</b>	<b>10,816</b>
<b>1030</b>	<b>ORDINANCES</b>						
5300.2040	Purch Svcs - Outside Svcs	0	2,000	2,000	2,000	2,000	2,000
5300.2095	Purch Svcs - Legal & Public Notices	12,226	13,000	13,000	13,000	13,000	13,000
<b>SUB-TOTAL</b>		<b>12,226</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>TOTAL</b>		<b>19,577</b>	<b>26,070</b>	<b>26,070</b>	<b>26,070</b>	<b>25,816</b>	<b>25,816</b>

<b>CITY OF DANBURY MAYOR'S OFFICE</b> Mayor: Mark D. Boughton <b>ADOPTED BUDGET: 2020-2021</b> <span style="float: right;">Dept. #: 1010</span>	
<b>Statement of Mission:</b>	The mission of the Mayor's Office is to ensure superior quality of constituent services for our citizenry through effective communications and implementation of the Mayor's legislative and policy priorities. We are committed to working with our residents, faith communities and businesses to assure Danbury's municipal government fulfills its obligations.
<b>Department Goals:</b>	The Mayor's Office services constituents and supports the Mayor's administrative tasks. The Mayor's staff services thousands of individuals year round through phone calls, emails, letters and by way of walk-in visits. The staff oversees a variety of city projects and programs in addition to assisting other departments and organizations with their daily business.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Danbury continued to enjoy the lowest unemployment rate in the entire state of Connecticut, coming in at 3.3 percent through March 2020.</li> <li>• Received a \$1 million federal and regional grant to fund feasibility study to assess instituting MTA Harlem Line passenger rail service between Danbury and NYC Grand Central Terminal, which, when implemented, will benefit the entire Greater Danbury region.</li> <li>• Attracted and serviced several new and existing businesses in Danbury, including registering more than 1,160 new businesses within the city between January 1 and December 31, 2019.</li> <li>• The City successfully launched an online platform in order to streamline the permitting process and facilitate economic growth.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue stimulating the City of Danbury's economy to drive unemployment down by maintaining stability for existing businesses to thrive.</li> <li>• Attract and provide service for new and existing businesses in Danbury in support of business success and the local economy.</li> <li>• Pursue automation and streamlining opportunities to facilitate economic growth in the City.</li> <li>• Devise new business strategies to counteract the unreliability of state revenue, resulting from the current state of the economic crisis.</li> </ul>



<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>MAYOR'S OFFICE</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>						
Mayor: Mark D. Boughton			Dept. #: 1010			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
1010	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1010</b>	<b>MAYOR'S OFFICE</b>						
5020.1000	Salaries - Regular	361,672	433,663	424,277	420,134	420,134	420,134
5030.1000	Overtime - Salaries	0	42	42	0	0	0
5040.1000	Part Time - Salaries	14,495	20,202	18,744	21,632	22,464	22,464
5050.1140	Other Salaries - Other Earnings	0	1,964	0	0	0	0
5250.1620	Other Benefits - Longevity	1,443	1,620	1,443	1,620	1,620	1,620
5250.1630	Other Benefits - Sick Leave	3,442	5,228	5,228	7,541	7,541	7,541
5300.2035	Purch Svcs - Lobbying Services	22,298	22,500	22,500	22,500	22,500	22,500
5300.2040	Purch Svcs - Outside Svcs	100	0	0	0	0	0
5300.2055	Purch Svcs - Postage	4,939	6,750	4,550	4,750	5,508	5,508
5300.2060	Purch Svcs - Travel/Mileage	0	1,000	0	2,500	750	750
5300.2080	Purch Svcs - Conferences	150	200	200	200	200	200
5300.2085	Purch Svcs - Subscriptions/Memberships	300	445	445	500	500	500
5300.2090	Purch Svcs - Printing & Binding	266	2,000	1,000	1,000	1,000	1,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,877	1,877	1,877	1,933	1,933	1,933
5500.2420	Maintenance & Repair - Office Equipment	523	900	750	900	900	900
5600.2500	Materials & Supplies - Office	4,078	4,900	3,400	4,000	4,000	4,000
<b>SUB-TOTAL</b>		<b>415,582</b>	<b>503,291</b>	<b>484,456</b>	<b>489,210</b>	<b>489,050</b>	<b>489,050</b>
<b>1015</b>	<b>OFFICE OF PROJECT EXCELLENCE</b>						
5020.1000	Salaries - Regular	117,370	35,119	0	0	0	0
5250.1630	Other Benefits - Sick Leave	1,326	0	0	0	0	0
5250.1690	Other Benefits - Educational Credits	0	0	0	0	0	0



<b>CITY OF DANBURY</b> <b>MAYOR'S OFFICE</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1010
Mayor: Mark D. Boughton			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1010	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5300.2040	Purch Svcs - Outside Svcs	73	0	0	0	0	0
5300.2045	Purch Svcs - Communication Svcs	434	0	0	0	0	0
5300.2055	Purch Svcs - Postage	400	0	0	0	0	0
5300.2060	Purch Svcs - Travel/Mileage	0	0	0	0	0	0
5300.2080	Purch Svcs - Conferences	150	0	0	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	225	225	225	0	0	0
5600.2500	Materials & Supplies - Office	0	0	0	0	0	0
<b>SUB-TOTAL</b>		<b>119,978</b>	<b>35,344</b>	<b>225</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>1170</b>	<b>ANNUAL REPORT</b>						
5300.2040	Purch Svcs - Outside Svcs	7,155	8,000	7,300	8,000	8,000	8,000
<b>SUB-TOTAL</b>		<b>7,155</b>	<b>8,000</b>	<b>7,300</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
<b>1280</b>	<b>MAYOR'S DISCRETIONARY FUND</b>						
5300.2040	Purch Svcs - Outside Svcs	12,226	9,000	9,000	8,000	8,000	8,000
5870	Contributions/Grants -	3,463	8,905	8,905	10,000	10,000	10,000
<b>SUB-TOTAL</b>		<b>15,689</b>	<b>17,905</b>	<b>17,905</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
<b>1300</b>	<b>CITY MEMBERSHIPS</b>						
5875.3300	Memberships - Western CT Council of Govts	32,648	32,648	32,648	32,648	32,648	32,648
5875.3310	Memberships - Connecticut Conf Municipalities	47,464	47,464	47,464	47,464	47,464	47,464
5875.3315	Memberships - US Conf Mayors	5,269	5,269	5,269	5,269	5,269	5,269
<b>SUB-TOTAL</b>		<b>85,381</b>	<b>85,381</b>	<b>85,381</b>	<b>85,381</b>	<b>85,381</b>	<b>85,381</b>
<b>TOTAL</b>		<b>643,785</b>	<b>649,921</b>	<b>595,267</b>	<b>600,591</b>	<b>600,431</b>	<b>600,431</b>

**CITY OF DANBURY  
MAYOR'S OFFICE**

Mayor: Mark D. Boughton

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1010

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
MAYOR	1		1	125,767	129,225
(A) CHIEF OF STAFF TO THE MAYOR	0.5		0.5	96,357	48,179
COMMUNITY RELATIONS/PROJ MGMT ASSOCIATE	0	1	1	77,250	77,250
EXECUTIVE ASSISTANT	1		1	69,991	69,991
PUBLIC RELATIONS COORDINATOR	1		1	56,449	56,449
COMMUNITY SERVICES COORDINATOR	1	-1	0	0	0
RECEPTIONIST	1		1	39,040	39,040
DIRECTOR OF PROJECT EXCELLENCE	1	-1	0	0	0
<b>TOTAL</b>	<b><u>6.5</u></b>		<b><u>5.5</u></b>		<b>420,134</b>

(A) 1/2 Mayor's Office; 1/2 Police Department

<p style="text-align: center;"><b>CITY OF DANBURY LEGISLATIVE ASSISTANT ADOPTED BUDGET: 2020-2021</b></p> <p>Legislative Assistant: Jean Natale <span style="float: right;">Dept. #: 1020</span></p>	
<b>Statement of Mission:</b>	To serve the citizens and governmental agencies with honesty and integrity while providing accurate and timely information and preserving documents and records.
<b>Department Goals:</b>	The Legislative Assistant will continue to update and improve the office to better serve the City Council and taxpayers of the City of Danbury.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The format of the published Ordinances and Budget have been revised and optimized to benefit the public.</li> <li>• Video conferencing technology was implemented to improve services provided to both City Officials and the Public.</li> <li>• Printing processes such as double-sided City Council reports and Agendas are now available double-sided which consuming less paper. This is particularly beneficial with our high volume and high frequency printing.</li> <li>• Historic meeting minutes were preserved using electronic archives and updated Code of Ordinances are all available on the City's website: <a href="https://www.danbury-ct.gov/agendasminutesforms/type/meeting_minute/category/city-council/year/2020/">https://www.danbury-ct.gov/agendasminutesforms/type/meeting_minute/category/city-council/year/2020/</a></li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue seeking technological solutions to improve productivity and accessibility of services to both City Officials and the Public.</li> <li>• Pursue process improvement cost-saving methods to reduce paperwork and finding alternative methods of publication.</li> <li>• Maintain meeting minutes by transferring paper documents to electronic form, and ensuring all City Council Agendas are accessible on the City's website.</li> </ul>

<b>CITY OF DANBURY</b> <b>LEGISLATIVE ASSISTANT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1020
Legislative Assistant: Jean Natale			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1020	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1020</b>	<b>LEGISLATIVE ASSISTANT</b>						
5020.1000	Salaries - Regular	63,680	64,553	65,503	66,489	66,489	66,489
5250.1620	Other Benefits - Longevity	555	555	555	555	555	555
5250.1630	Other Benefits - Sick Leave	104	605	0	0	0	0
5300.2055	Purch Svcs - Postage	0	25	25	25	25	25
5300.2085	Purch Svcs - Subscriptions/Memberships	182	200	200	200	200	200
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	554	554	554	571	571	571
5600.2500	Materials & Supplies - Office	243	250	250	300	250	250
<b>SUB-TOTAL</b>		<b>65,317</b>	<b>66,742</b>	<b>67,087</b>	<b>68,140</b>	<b>68,090</b>	<b>68,090</b>
<b>TOTAL</b>		<b>65,317</b>	<b>66,742</b>	<b>67,087</b>	<b>68,140</b>	<b>68,090</b>	<b>68,090</b>

**CITY OF DANBURY  
LEGISLATIVE ASSISTANT**

Legislative Assistant: Jean Natale

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1020

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
LEGISLATIVE ASSISTANT	1		1	66,489	66,489
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>66,489</b>

<b>CITY OF DANBURY PROBATE COURT ADOPTED BUDGET: 2020-2021</b>	
Probate Judge: Dianne E. Yamin <span style="float: right;">Dept. #: 1040</span>	
<b>Statement of Mission:</b>	The Mission of the Danbury Probate Court is to serve the public in Danbury with all of the statutory functions of the Connecticut Probate Court jurisdiction, including but not limited to estates, trusts, conservatorships, guardianships, and psychiatric commitments, in an accessible and comforting setting within the city hall of Danbury or to have the Judge come to the hospital or nursing homes so that accessible, open services are available to all.
<b>Department Goals:</b>	The Danbury Probate Court shall serve the public with settlement of estates, trusts, guardianship of estates of minors, conservatorships, name changes, termination of parental rights, temporary custody, guardianships, adoptions, special juvenile immigration status, psychiatric commitments, guardians of the intellectually disabled, paternity and emancipation of minors. The Judge shall continue to provide free public seminars about the functions of the Probate Court, in spirit of providing a greater understanding of probate procedures to the citizens of Danbury.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Judge Yamin was re-elected to the Executive Committee of the National College of Probate Judges and was appointed by the President of the National College to lead the Membership Committee of the organization, and continues to serve as the CT state representative to the college.</li> <li>• Officers of a local AARP group were sworn in by Judge Yamin during a luncheon at the Hearth in Brookfield.</li> <li>• Probate seminars were given to: 1) Danbury Lion's Club Low Vision Group; 2) Ethics Committee of the Danbury Hospital; and 3) Retired State Employees. Two seminars were given to various offices of the staff of the Department of Social Services and an interview about Probate Court on the local pubic access cable TV program.</li> <li>• The Court staff continued implementing cost-effective measures to promote savings.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• The Probate Court shall continue pursuing cost-savings measures in the administration of the Probate Court.</li> <li>• Our office will provide public seminars at no cost to the public or any community groups seeking a speaker.</li> <li>• We will work with Probate Administration on new training programs for conservators.</li> <li>• Increase the quantity of attorneys on the court-appointed panel to appoint conservators and set timely hearings.</li> <li>• The Probate Court will continue providing free public seminars about the its functions to provide a greater understanding of probate procedures to Danbury citizens.</li> </ul>

<b>CITY OF DANBURY</b> <b>PROBATE COURT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1040
Probate Judge: Dianne E. Yamin			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
1040	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1040</b>	<b>PROBATE COURT</b>						
5300.2040	Purch Svcs - Outside Svcs	1,043	1,720	2,000	2,000	2,000	2,000
5300.2045	Purch Svcs - Communication Svcs	1,510	2,700	2,700	2,700	2,700	2,700
5300.2055	Purch Svcs - Postage	9,004	11,000	11,000	11,000	10,000	10,000
5300.2085	Purch Svcs - Subscriptions/Memberships	167	200	200	200	200	200
5300.2090	Purch Svcs - Printing & Binding	1,698	3,500	3,500	3,500	3,500	3,500
5300.2100	Purch Svcs - Leased Equipment	589	1,200	1,200	1,200	1,200	1,200
5500.2420	Maintenance & Repair - Office Equipment	200	450	450	450	450	450
5600.2500	Materials & Supplies - Office	3,441	4,500	4,500	4,500	4,500	4,500
5700.2700	Equipment - Office	469	3,280	3,000	3,000	3,000	3,000
<b>SUB-TOTAL</b>		<b>18,121</b>	<b>28,550</b>	<b>28,550</b>	<b>28,550</b>	<b>27,550</b>	<b>27,550</b>
<b>TOTAL</b>		<b>18,121</b>	<b>28,550</b>	<b>28,550</b>	<b>28,550</b>	<b>27,550</b>	<b>27,550</b>

<b>CITY OF DANBURY REGISTRAR OF VOTERS</b> Reg. of Voters: Joan Bielizna/ Mary A. Doran <b>ADOPTED BUDGET: 2020-2021</b> <span style="float: right;">Dept. #: 1060</span>	
<b>Statement of Mission:</b>	In pursuit of the preservation of our democracy and faith in our government, it is our duty to enable all eligible voters to participate in a free and open electoral process, using the latest technology to provide for an untainted election.
<b>Department Goals:</b>	The mission of the Registrar of Voters Office is to ensure federal, state and local elections are conducted timely, responsibly, with the highest level of professional election standards, accountability, security and integrity, intended to earn and maintain public confidence in the electoral process.
<b>Fiscal Year:</b>  <b>2019-2020</b> <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Attended Registrar training classes to remain current of election processes, procedures and standards.</li> <li>• Ensured all moderators have been Recertified by the State of Connecticut.</li> <li>• Processed 8,215 new voters, changes and removals.</li> <li>• Appointed, hired and trained over 350 Election Workers.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Attend Registrar training classes towards Certification.</li> <li>• Appoint and train Poll Workers on the latest changes to election laws.</li> <li>• Provide the highest level of service to the voters of Danbury and continue the tradition of conducting successful elections</li> <li>• Work with fellow registrars to change unfunded mandates.</li> </ul>



CITY OF DANBURY REGISTRAR OF VOTERS		
Reg. of Voters: Joan Bielizna/ Mary A. Doran	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 1060

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1060	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1060</b>	<b>REGISTRAR OF VOTERS</b>						
5020.1000	Salaries - Regular	123,179	129,749	127,320	129,749	131,532	131,532
5040.1000	Part Time - Salaries	0	10,000	10,000	19,000	15,000	15,000
5050.1120	Other Salaries - Election Workers	82,885	74,405	50,900	67,860	66,077	66,077
5300.2040	Purch Svcs - Outside Svcs	17,900	16,890	17,500	18,550	18,550	18,550
5300.2045	Purch Svcs - Communication Svcs	254	175	0	0	0	0
5300.2055	Purch Svcs - Postage	4,401	4,500	4,500	6,200	6,200	6,200
5300.2075	Purch Svcs - Training Courses	360	800	800	800	800	800
5300.2085	Purch Svcs - Subscriptions/Memberships	312	322	322	332	332	332
5300.2090	Purch Svcs - Printing & Binding	15,486	10,000	9,931	19,712	18,340	18,340
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,086	1,086	1,086	1,119	1,119	1,119
5500.2420	Maintenance & Repair - Office Equipment	104	150	58	150	150	150
5600.2500	Materials & Supplies - Office	2,564	2,500	1,253	15,400	13,400	13,400
5600.2695	Materials & Supplies - Miscellaneous	289	500	436	540	500	500
<b>SUB-TOTAL</b>		<b>248,821</b>	<b>251,077</b>	<b>224,106</b>	<b>279,412</b>	<b>272,000</b>	<b>272,000</b>
<b>TOTAL</b>		<b>248,821</b>	<b>251,077</b>	<b>224,106</b>	<b>279,412</b>	<b>272,000</b>	<b>272,000</b>

**CITY OF DANBURY  
REGISTRAR OF VOTERS**

Reg. of Voters: Joan Bielizna/ Mary A. Doran

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1060

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
REGISTRAR	2		2	64,874	131,532 *
<b>TOTAL</b>	<u>2</u>		<u>2</u>		<b>131,532</b>

\* The new term for Registrar of Voters begins on 12/1/2020. The salary increase for newly elected Registrars are effective 1/1/2021 and 7/1/2021. FY2020/2021 Budget includes a salary increase effective 1/1/2021.

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>DEPARTMENT OF FINANCE</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	
<p>Director of Finance: David W. St. Hilaire <span style="float: right;">Dept. #: 1080</span></p>	
<p><b>Statement of Mission:</b></p>	<p>The Finance Department is responsible for safeguarding the City's assets by keeping account of all financial transactions and reporting the financial condition of the City on a periodic basis. The Department of Finance strives to maintain the tax rates at reasonable levels without adversely impacting the quality of City services by employing best practices related to debt, cash, and financial management.</p>
<p><b>Department Goals:</b></p>	<p>The Finance Division's goal is to ensure that the City continues to meet its budgetary and operational goals while meeting the City's objectives in the most cost-efficient and effective manner. We continuously strive to demonstrate to the City Taxpayers that only the necessary resources will be utilized to provide essential services while keeping tax rates as low and affordable as possible.</p>
<p><b>Fiscal Year:</b>   <b>2019-2020</b>   <b>Accomplishments:</b></p>	<ul style="list-style-type: none"> <li>• The Government Finance Officers Association (GFOA) has awarded the City's Department of Finance its 32nd consecutive Certificate of Achievement, recognized for the highest conformance standards for preparation of state &amp; local government financial reports. We also received the 15th consecutive Distinguished Budget Presentation Award.</li> <li>• In May 2020, the Department of Finance has conducted a \$7,320,000 bond refunding sale, realizing interest savings of approximately \$400,000.</li> <li>• The Department of Finance successfully completed the June 30, 2019 year-end audit requirements.</li> <li>• Successfully rolled out a transparency platform for internal use, allowing all departments, agencies and commissions to collaborate financial and budget data in one place.</li> </ul>
<p><b>Major Objectives</b>  <b>2020-2021:</b></p>	<ul style="list-style-type: none"> <li>• Continue adhering and applying GFOA guidance to satisfying criteria, to be awarded the Certificate of Achievement and Distinguished Budget Presentation Award from the GFOA. This will ensure the City's financial structure is sound and in-synch with approved financial policies and best practices.</li> <li>• Continue analyze internal finance processes to improve workflow, efficiency and team collaboration to create streamlining opportunities for the Department's functions and effectiveness. Continue reviewing cost-saving opportunities to reduce taxpayer liability such as: negotiating payment and invoice processing with high-volume vendors and consolidating vendor payments which will improve cash flow.</li> <li>• Continue to pursue any and all available COVID-19 grant funding to help mitigate the significant costs of ensuring the safety to the general public and employees relating to COVID-19 response.</li> </ul>

### PERFORMANCE MEASUREMENTS

**Department Description:** The Director of Finance directly oversees the City's financial functions which consist of the following departments: Finance, Tax Assessor, Information Technology, Purchasing, Tax Collector, and Risk Management. The overall mission for Finance Division is to ensure that the City continues to meet its budgetary and operational goals and objectives in the most cost efficient and effective manner.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Projected Goal	FY 20-21 Goal
Sick Leave Hours Paid for All City Employees	47,321	46,750	39,940	39,478	32,912	35,031	32,000
Overtime Work Hours Paid for All City Employees	115,129	120,885	93,516	92,558	92,314	90,772	87,000
Vacation/Holiday Leave Hours Paid for All City Employees	94,114	93,935	95,446	110,308	111,044	93,277	98,000
# of Payroll Direct Deposits	17,238	17,450	18,187	16,752	19,102	17,408	18,500
# of Payroll Checks Processed	1,236	1,167	1,087	936	982	817	750
# of Pension Checks Processed	9,336	9,400	9,534	9,672	9,744	9,996	10,000
# of Vendor Checks Processed	7,906	7,244	7,195	7,000	7,100	6,500	7,000
# of Invoices	18,712	16,120	15,301	17,200	14,672	14,000	14,500

**Sustainable Danbury:**

The Director of Finance shall strive for process and procedural efficiencies while constantly evaluating the effectiveness of services provided.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-6, Paragraph A - "The Director of Finance: Powers, Duties and Qualifications" and Chapter VI, Section 6-15, "Official Bonds" in the City of Danbury Charter.

**Data Reference(s):**

- City Charter
- Annual audit payroll module
- Annual CAFR reports (2011-2016)
- New World Systems

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Director of Finance: David W. St. Hilaire

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1080

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERFUND SERVICES</u></b>							
4500.1003	Prov for Water Fund	82,950	82,950	82,950	91,685	91,685	91,685
4500.1004	Prov for Sewer Fund	30,000	30,000	30,000	33,000	33,000	33,000
<b>Sub-Total INTERFUND SERVICES</b>		<b>112,950</b>	<b>112,950</b>	<b>112,950</b>	<b>124,685</b>	<b>124,685</b>	<b>124,685</b>
<b><u>INTEREST</u></b>							
4610.1200	Interest on Investments	1,743,964	1,549,476	1,150,000	1,400,000	1,400,000	1,400,000
4610.1250	Interest on Loan - Richter Park	38,087	80,000	37,310	40,173	40,173	40,173
<b>Sub-Total INTEREST</b>		<b>1,782,051</b>	<b>1,629,476</b>	<b>1,187,310</b>	<b>1,440,173</b>	<b>1,440,173</b>	<b>1,440,173</b>
<b><u>DEBT ISSUANCE</u></b>							
4930.7000	Premium Revenue	906,866	0	0	0	0	0
<b>Sub-Total DEBT ISSUANCE</b>		<b>906,866</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE</b>		<b>2,801,867</b>	<b>1,742,426</b>	<b>1,300,260</b>	<b>1,564,858</b>	<b>1,564,858</b>	<b>1,564,858</b>

CITY OF DANBURY DEPARTMENT OF FINANCE ADOPTED BUDGET: 2020-2021			Dept. #: 1080
Director of Finance: David W. St. Hilaire			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1080	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1070</b>	<b>CITY TREASURER</b>						
5020.1000	Salaries - Regular	26,317	25,821	25,734	27,260	27,260	27,260
5050.1140	Other Salaries - Other Earnings	0	415	0	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	226	226	226	233	233	233
<b>SUB-TOTAL</b>		<b>26,543</b>	<b>26,462</b>	<b>25,960</b>	<b>27,493</b>	<b>27,493</b>	<b>27,493</b>
<b>1080</b>	<b>DEPARTMENT OF FINANCE</b>						
5020.1000	Salaries - Regular	769,881	897,094	807,494	919,331	919,331	919,331
5030.1000	Overtime - Salaries	3,707	4,500	3,900	4,000	4,000	4,000
5040.1000	Part Time - Salaries	38,452	39,465	37,795	39,465	39,465	39,465
5250.1620	Other Benefits - Longevity	3,513	3,513	3,513	3,513	3,513	3,513
5250.1630	Other Benefits - Sick Leave	12,947	14,792	14,792	15,196	15,196	15,196
5250.1690	Other Benefits - Educational Credits	1,761	4,750	1,800	4,750	4,750	4,750
5300.2010	Purch Svcs - Professional Svcs	84,453	40,000	39,000	38,861	38,861	38,861
5300.2040	Purch Svcs - Outside Svcs	0	10,240	10,100	240	240	240
5300.2055	Purch Svcs - Postage	4,129	5,000	5,000	5,000	5,000	5,000
5300.2060	Purch Svcs - Travel/Mileage	85	100	100	100	100	100
5300.2080	Purch Svcs - Conferences	1,592	5,500	4,000	4,750	4,750	4,750
5300.2085	Purch Svcs - Subscriptions/Memberships	3,125	3,500	3,500	3,500	3,500	3,500
5300.2090	Purch Svcs - Printing & Binding	2,031	3,000	2,500	2,249	2,249	2,249
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	8,432	8,432	8,432	8,685	8,685	8,685
5500.2420	Maintenance & Repair - Office Equipment	2,624	2,950	2,900	2,900	2,900	2,900
5600.2500	Materials & Supplies - Office	4,698	6,250	6,000	6,000	6,000	6,000

<b>CITY OF DANBURY</b> <b>DEPARTMENT OF FINANCE</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1080
Director of Finance: David W. St. Hilaire			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1080	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>SUB-TOTAL</b>		<b>941,429</b>	<b>1,049,086</b>	<b>950,826</b>	<b>1,058,540</b>	<b>1,058,540</b>	<b>1,058,540</b>
<b>1100</b>	<b>INDEPENDENT AUDIT</b>						
5300.2020	Purch Svcs - Financial Services	54,263	45,000	45,000	45,000	45,000	45,000
<b>SUB-TOTAL</b>		<b>54,263</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
<b>1320</b>	<b>RETIREMENT ADMINISTRATION</b>						
5350.2216	Interfund Svc Exp - Post Employment Benefits	10,680	25,000	15,000	25,000	25,000	25,000
<b>SUB-TOTAL</b>		<b>10,680</b>	<b>25,000</b>	<b>15,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>TOTAL</b>		<b>1,032,915</b>	<b>1,145,548</b>	<b>1,036,786</b>	<b>1,156,033</b>	<b>1,156,033</b>	<b>1,156,033</b>

<b>CITY OF DANBURY</b> <b>CITY TREASURER</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1070
Treasurer: Daniel Jowdy			

TABLE OF ORGANIZATION					
TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
CITY TREASURER	1		1	26,530	27,260
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>27,260</b>



<b>CITY OF DANBURY</b> <b>DIRECTOR OF FINANCE</b> Director of Finance: David W. St. Hilaire <b>ADOPTED BUDGET: 2020-2021</b> Dept. #: 1080		
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**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION		NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
		2019-2020 BUDGET	CHANGE (+ or -)		
	DIRECTOR OF FINANCE	1		182,865	182,865
(A)	ASSISTANT DIRECTOR OF FINANCE	0.5		130,958	65,479
	SENIOR ACCOUNTANT	2		97,572	195,144
	PAYROLL SUPERVISOR/ACCOUNTANT	1		100,269	100,269
	FINANCIAL ADMINSTRATOR	1		86,994	86,994
*	ACCOUNT BUDGET ANALYST	1		60,333	60,333
*	PAYROLL COORDINATOR	1		63,518	63,518
*	ACCOUNT CLERK II	1		55,965	55,965
*	ACCOUNT CLERK I	2		54,382	108,764
<b>TOTAL</b>		<b><u>10.5</u></b>			<b><u>919,331</u></b>

(A) 1/2 Finance; 1/2 Risk Management

\* Union Negotiated

<b>CITY OF DANBURY INFORMATION TECHNOLOGY ADOPTED BUDGET: 2020-2021</b>	
IT Manager: Frank Gentile <span style="float: right;">Dept. #: 1090</span>	
<b>Statement of Mission:</b>	The Information Technology Department shall be responsible for the management, design, operation and programming of the Information Technology System of the City and all of its departments, boards, agencies and commissions.
<b>Department Goals:</b>	Information Technology (IT) provides an uninterrupted flow of data internally and externally to the organization. The objective of the IT Division is to conduct planning, design, support and programming of all technology used by City offices including the Police and Fire Departments. Additionally, IT administers up-to-date operating standards for the acquisition of all hardware and software used by City offices.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• A new secure cloud-based Permits Management &amp; Community Development System has been successfully Implemented. This system has improved constituent access and streamlined the permitting process.</li> <li>• Older computer technology has been replaced: New Computers - (75 computers with affordable, centrally-managed computers), New network switch Infrastructure for City Hall 2nd floor.</li> <li>• The two-factor user security authentication system deployment was completed, expanding system through key City offices and improving computer logon security.</li> <li>• The Public Safety Server Farm and Network Storage System was replaced to provide up to a 75% increase in enterprise application performance.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Implement the new fiscal ERP, Tyler-MUNIS. This is a major functional software upgrade which will streamline city operations and provide even higher levels of data transparency.</li> <li>• Replace older computer technology: New Computers - (Goal: 75 computers) with affordable, centrally-managed computers, New Data Center Network Infrastructure switches.</li> <li>• Refurbish the City's Enterprise Data Center UPS to double the main Data Center Emergency Battery power.</li> <li>• Expand the City's end-point computer anti-virus software to include additional ransomware protection software modules. This is additive to exiting ransomware protection software.</li> </ul>

**CITY OF DANBURY  
INFORMATION TECHNOLOGY  
ADOPTED BUDGET: 2020-2021**

**PERFORMANCE MEASUREMENTS****Department Description:**

The Information Technology Department supports the hardware, software, and network infrastructure that comprises the City's computer system; provides help-desk support and issue resolution; network and e-mail administration; direction, design, implementation and maintenance of new or upgraded systems; disaster planning and recovery capabilities.

**Performance Measurements:**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
# of Help Desk Inquiries	1,742	2,650	3,000	3,200	3,400	3,500	3,600
# of Special Projects	4	5	10	10	10	12	12
# of Computer Set Ups	149	150	150	150	150	150	150
# of Work Stations Managed (phones, iPads)	626	650	700	725	750	775	775
# of Devices	786	811	890	895	920	945	975
# Servers	70	71	75	77	78	80	80
# PC Life-Cycle Replacements	75	105	90	97	125	110	110
Internet Bandwidth (bps)	150	250	350	425	1,000	1,650	1,650
# of Level 1 Support Calls	745	1,125	1,200	1,600	1,300	1,100	1,100
# of Level 2 Support Calls	830	1,300	1,225	1,300	1,600	1,750	1,750
# of Level 3 Support Calls	167	225	225	300	500	650	650

**Explanation of Anomaly(ies), if applicable:**

City-Wide office Internet and Wi-Fi bandwidth have been expanded by 50%.

**Capital Budget: FY20/21**

PROJECT DESCRIPTION	Priority	TOTAL COST	General Fund Capital	Existing Bonds	Existing Capital Budget	Capital Budget FY 20/21	Balance
CRM Phase 2	Existing	\$2,900,000	\$ 489,915	\$ -	\$1,475,000	\$ 489,915	\$ 935,085
City Server Storage Replacement Program	Existing	\$ 755,000	\$ 50,000	\$ -	\$ 457,744	\$ 50,000	\$ 247,256
Public Safety Tough Book Replacement (Technology)	Existing	\$ 624,212	\$ 40,000	\$ -	\$ 439,212	\$ 40,000	\$ 145,000
Computer Hardware Replacement Program	Existing	\$ 925,000	\$ 60,000	\$ -	\$ 545,000	\$ 60,000	\$ 320,000
IT Security and Hardware Evaluation	Existing	\$ 411,200	\$ 25,000	\$ -	\$ 175,000	\$ 25,000	\$ 211,200
Public Safety Software Upgrades	Existing	\$ 100,000	\$ 30,000	\$ -	\$ 70,000	\$ 30,000	\$ -
Replace CAMA System for Tax Assessor	Existing	\$ 250,000	\$ 50,000	\$ -	\$ 25,000	\$ 50,000	\$ 175,000
Computer Based Automation	Existing	\$ 275,000	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 225,000
Secure Cloud Hosting	Existing	\$ 150,000	\$ 30,000	\$ -	\$ 50,000	\$ 30,000	\$ 70,000
Presentation Systems Upgrade City Hall	Existing	\$ 85,000	\$ 40,000	\$ -	\$ 35,000	\$ 40,000	\$ 10,000
New Copier MFD for City offices	Existing	\$ 225,000	\$ 75,000	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
Server Farm & Network Storage Sys. for Public Safety	Existing	\$ 300,000	\$ 45,000	\$ -	\$ 150,000	\$ 45,000	\$ 105,000
New Core Network Switch for City Hall	Urgent	\$ 220,000	\$ 155,000	\$ -	\$ -	\$ 155,000	\$ 65,000
Microsoft Server & Computer Software Upgrades	Urgent	\$ 301,000	\$ 63,000	\$ -	\$ -	\$ 63,000	\$ 238,000
City Hall Data Center UPS Battery System Refurbishment	Urgent	\$ 27,200	\$ 27,200	\$ -	\$ -	\$ 27,200	\$ -
Back-up Generator	Urgent	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -

**Sustainable Danbury:**

The IT Department maintains its level of efficiency by utilizing a competitive bid focused procurement process. The highest quality lowest cost vendor partners are selected. The IT Department's standard policy is to refurbish older computer technology to prolong equipment "end of life" while instituting a sustainable technology life cycle.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)  
- Chapter VI, Section 6-6, Paragraph D - "Manager of Information Technology" in the City of Danbury Charter

**Data Reference(s):**

- Help Desk Inquiries and Computer Set Ups: Kaseya IT Help Desk System.  
- Special Projects: Project status reports and meeting notes  
- Work Stations Managed: Kaseya IT Help Desk System (NOTE: Excludes copiers-MFDs, smart devices/phones, servers, enterprise applications, network H/W managed)

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

IT Manager: Frank Gentile

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1090

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERFUND SERVICES</u></b>							
4500.1003	Prov for Water Fund	39,900	39,900	39,900	39,900	43,890	43,890
4500.1004	Prov for Sewer Fund	25,000	25,000	25,000	25,000	27,500	27,500
<b>Sub-Total INTERFUND SERVICES</b>		<b>64,900</b>	<b>64,900</b>	<b>64,900</b>	<b>64,900</b>	<b>71,390</b>	<b>71,390</b>
<b>TOTAL REVENUE</b>		<b>64,900</b>	<b>64,900</b>	<b>64,900</b>	<b>64,900</b>	<b>71,390</b>	<b>71,390</b>

CITY OF DANBURY		INFORMATION TECHNOLOGY	
IT Manager: Frank Gentile		ADOPTED BUDGET: 2020-2021	
		Dept. #: 1090	

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1090	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1090</b>	<b>INFORMATION TECHNOLOGY</b>						
5020.1000	Salaries - Regular	116,097	117,688	119,418	121,218	121,218	121,218
5040.1000	Part Time - Salaries	4,572	4,708	4,573	9,360	9,828	9,828
5250.1630	Other Benefits - Sick Leave	2,203	2,264	2,263	2,332	2,332	2,332
5300.2010	Purch Svcs - Professional Svcs	401,490	432,200	433,000	441,000	441,000	441,000
5300.2018	Purch Svcs - Public Safety Technical Support	85,080	85,080	85,080	85,080	85,080	85,080
5300.2018	Purch Svcs - 311 Public Safety Advocate Tech	109,920	109,920	109,920	109,920	109,920	109,920
5300.2021	Purch Svcs - GIS Services	35,000	37,000	37,000	37,000	37,000	37,000
5300.2040	Purch Svcs - Outside Svcs	57,897	60,500	61,000	75,500	75,500	75,500
5300.2045	Purch Svcs - Communication Svcs	132,827	142,786	141,641	143,094	143,094	143,094
5300.2055	Purch Svcs - Postage	43	200	200	200	200	200
5300.2060	Purch Svcs - Travel/Mileage	80	100	100	100	100	100
5300.2075	Purch Svcs - Training Courses	402	3,250	3,500	3,500	2,927	2,927
5300.2080	Purch Svcs - Conferences	0	10	360	360	360	360
5300.2085	Purch Svcs - Subscriptions/Memberships	55	150	150	150	150	150
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,230	1,230	1,230	1,267	1,267	1,267
5500.2420	Maintenance & Repair - Office Equipment	437,166	540,488	510,244	657,919	517,918	517,918
5600.2500	Materials & Supplies - Office	2,348	3,382	3,382	3,382	3,382	3,382
5700.2700	Equipment - Office	4,955	11,307	4,500	4,500	4,500	4,500
<b>SUB-TOTAL</b>		<b>1,391,364</b>	<b>1,552,262</b>	<b>1,517,562</b>	<b>1,695,881</b>	<b>1,555,776</b>	<b>1,555,776</b>
<b>TOTAL</b>		<b>1,391,364</b>	<b>1,552,262</b>	<b>1,517,562</b>	<b>1,695,881</b>	<b>1,555,776</b>	<b>1,555,776</b>

**CITY OF DANBURY  
INFORMATION TECHNOLOGY  
ADOPTED BUDGET: 2020-2021**

IT Manager: Frank Gentile

Dept. #: 1090

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
MANAGER OF INFORMATION TECHNOLOGY	1		1	121,218	121,218
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>121,218</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>BUREAU OF ASSESSMENTS</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Acting Tax Assessor: David W. St. Hilaire <span style="float: right;">Dept. #: 1110</span></p>	
<b>Statement of Mission:</b>	Our mission is to administer the City's assessment program in a manner that assures public confidence in our accuracy, productivity and fairness. The Assessor's Office is committed to fair and equitable valuations of real estate, motor vehicle and personal property in Danbury and provide excellent customer service for property owners and the public.
<b>Department Goals:</b>	The Assessor's Office shall accurately assess every property (exempt and non-exempt) located in the City of Danbury and compile these assessments into a "Grand List" which includes real estate, business personal property and registered motor vehicles. The Assessor's objectives include assisting taxpayers in understanding the assessment on their properties, guiding seniors, veterans and the public through the exemptions/benefits which may be available to them. Furthermore, the Assessor's Office shall assist professionals such as appraisers, surveyors and title searchers, obtain
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Bureau of Assessments successfully resolved 54 commercial tax appeals relating to the October 1, 2017 and October 1, 2018 Grand Lists with minimal reduction to the Grand List; 16 tax appeals remain unresolved.</li> <li>• Conducted Personal Property Audits for businesses within the City of Danbury.</li> <li>• Served the City's constituents in the most effective manner with all available resources and with an emphasis on customer service.</li> <li>• Continued improvement of open communication and teamwork within our department and the customers we serve.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Create an organizational culture aligned with the Department's Mission and responsive to the needs of customers.</li> <li>• Successfully defend the City's Grand List in a fair and equitable manner.</li> <li>• Modify and streamline the City's elderly/disabled tax relief programs.</li> <li>• Improve quality through employee training, enabling competent job performance and enhancing professional growth.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Acting Tax Assessor: David W. St. Hilaire

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1110

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
4300.3180	In Lieu Tax Hosp & College	1,401,114	1,401,114	1,401,114	1,401,114	1,401,114	1,401,114
4300.3260	State Prop in Lieu of Tax	1,597,717	1,597,717	1,597,717	1,597,717	1,597,717	1,597,717
4300.3300	State Heart Program	4,119	0	4,469	0	0	0
4300.3320	Vets Exemption St of CT	19,182	20,000	17,807	20,000	20,000	20,000
<b>Sub-Total INTERGOVERNMENTAL REVENUES</b>		<b>3,022,132</b>	<b>3,018,831</b>	<b>3,021,107</b>	<b>3,018,831</b>	<b>3,018,831</b>	<b>3,018,831</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4100	Copy/Printer Charges	3,368	3,000	1,500	3,000	3,000	3,000
4400.4990	Housing Authority	51,606	0	0	0	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>54,974</b>	<b>3,000</b>	<b>1,500</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTAL REVENUE</b>		<b>3,077,105</b>	<b>3,021,831</b>	<b>3,022,607</b>	<b>3,021,831</b>	<b>3,021,831</b>	<b>3,021,831</b>



<b>CITY OF DANBURY</b> <b>BUREAU OF ASSESSMENTS</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1110
Acting Tax Assessor: David W. St. Hilaire			

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED	
1110	ACCOUNT DESCRIPTION	ACTUAL	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
1110	BUREAU OF ASSESSMENTS						
5020.1000	Salaries - Regular	309,675	407,343	244,737	493,441	483,575	483,575
5030.1000	Overtime - Salaries	5,146	19,500	26,798	3,500	3,500	3,500
5040.1000	Part Time - Salaries	16,231	16,796	17,145	16,796	17,636	17,636
5050.1140	Other Salaries - Other Earnings	0	12,041	0	9,911	0	0
5250.1620	Other Benefits - Longevity	1,720	1,720	1,720	1,165	1,165	1,165
5250.1630	Other Benefits - Sick Leave	1,657	2,236	1,715	2,286	2,286	2,286
5300.2010	Purch Svcs - Professional Svcs	0	12,500	12,500	5,900	5,900	5,900
5300.2040	Purch Svcs - Outside Svcs	7,882	20,000	20,000	4,000	4,000	4,000
5300.2055	Purch Svcs - Postage	2,818	4,500	3,500	4,000	4,000	4,000
5300.2060	Purch Svcs - Travel/Mileage	745	1,000	750	1,000	1,000	1,000
5300.2075	Purch Svcs - Training Courses	1,385	2,800	5,000	5,800	5,800	5,800
5300.2080	Purch Svcs - Conferences	1,155	0	0	0	0	0
5300.2085	Purch Svcs - Subscriptions/Memberships	1,000	1,700	1,600	1,250	1,250	1,250
5300.2090	Purch Svcs - Printing & Binding	1,036	2,000	1,900	1,500	1,500	1,500
5300.2095	Purch Svcs - Legal & Public Notices	1,872	1,050	1,000	1,500	1,500	1,500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	4,641	4,641	4,641	4,780	4,780	4,780
5500.2420	Maintenance & Repair - Office Equipment	1,371	1,750	1,750	1,750	1,750	1,750
5600.2500	Materials & Supplies - Office	1,125	2,000	2,000	2,000	2,000	2,000
SUB-TOTAL		359,458	513,577	346,756	560,579	541,642	541,642
TOTAL		359,458	513,577	346,756	560,579	541,642	541,642

**CITY OF DANBURY  
ASSESSOR**

Acting Tax Assessor: David W. St. Hilaire

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1110

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
ASSESSOR	1		1	139,050	139,050
* (PF) ASSISTANT ASSESSOR	1		1	74,838	74,838
* PERSONAL PROPERTY CLERK	1		1	63,518	63,518
* SECRETARY/BOOKKEEPER	1		1	63,518	63,518
* SENIOR FIELD PERSON	1		1	58,914	58,914
* GIS ANALYST	1		1	54,382	54,382
* REAL ESTATE TRANSFER CLERK	1		1	49,504	49,504
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(20,149)
<b>TOTAL</b>	<b><u>7</u></b>		<b><u>7</u></b>		<b>483,575</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>BOARD OF ASSESSMENT APPEALS</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Acting Tax Assessor: David W. St. Hilaire <span style="float: right;">Dept. #: 1120</span></p>	
<b>Statement of Mission:</b>	The Board of Assessment Appeals reviews specific cases if a taxpayer is in dispute of their assessment. The Board meets in March for all real estate, motor vehicles and business personal property. The Board meets in September to review motor vehicles only.
<b>Department Goals:</b>	The Office of the Board of Assessment Appeal shall ensure due process for taxpayers if the assessed value of his or her property cannot be agreed upon with the county assessor. The objective of the assessment appeal process is to provide for the equalization and the fairness of the assessment of a property's value.
<b>Fiscal Year:</b>  <b>2019-2020</b> <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Reviewed over 50 assessment appeals which included residential, commercial and industrial properties.</li> <li>• Inspected vehicles of taxpayer's who appealed, which included checking the condition, damage and mileage.</li> <li>• Worked with the Assessor to ensure property owner appeals are considered and resolved in a timely manner.</li> <li>• Provided general information to taxpayers appealing the different seniors and veterans programs.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Adjudicate assessment appeals based upon the evidence presented.</li> <li>• Establish a website for Assessment Appeals clients to obtain forms, instructions, and general information on equalization.</li> <li>• Streamline business communications and processes with Assessor and staff and accessibility of information to customers.</li> </ul>

**CITY OF DANBURY  
BOARD OF ASSESSMENT APPEALS  
ADOPTED BUDGET: 2020-2021**

Acting Tax Assessor: David W. St. Hilaire

Dept. #: 1120

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
1120	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1120</b>	<b>BOARD OF ASSESSMENT APPEALS</b>						
5300.2040	Purch Svcs - Outside Svcs	4,500	4,500	4,500	4,500	4,500	4,500
5300.2055	Purch Svcs - Postage	93	200	200	300	300	300
5300.2080	Purch Svcs - Conferences	0	100	100	1,600	1,600	1,600
5300.2095	Purch Svcs - Legal & Public Notices	285	500	400	400	400	400
<b>SUB-TOTAL</b>		<b>4,878</b>	<b>5,300</b>	<b>5,200</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>
<b>TOTAL</b>		<b>4,878</b>	<b>5,300</b>	<b>5,200</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>

<b>CITY OF DANBURY TAX COLLECTOR ADOPTED BUDGET: 2020-2021</b>		Dept. #: 1130
Tax Collector: Scott Ferguson		
<b>Statement of Mission:</b>	Our mission is to apply all CT General Statutes and Danbury Ordinances equally and without favoritism or prejudice. Each taxpayer will be mailed a bill in accordance with state statutes, and each water/sewer user will be mailed a rate billing detailing charges thereon. All legal efforts, as provided in CT statutes and city ordinances, will be used to collect tax and sewer/water bills. We will effectively communicate tax information and provide excellent customer service.	
<b>Department Goals:</b>	The goal of the Tax Collector's office is to assist taxpayers with their payments and general questions. Also, taxpayers requiring research or other information are directed into our office where an Account Clerk will sit with the taxpayer to review their needs. The objective of the office is make these interactions as efficient, educational and customer-friendly as possible.	
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Tax Collector's office received a favorable court ruling in resolving a long-standing real estate/utility tax delinquency issue.</li> <li>• A firm was engaged to review and pursue land-locked and miscellaneous real estate delinquency issues in an effort to provide resolutions.</li> <li>• A partnership was developed with the Health Department to review businesses for tax compliance during the license renewal process. This helps ensure collection of any delinquent taxes prior to the issuance of a renewed license. The Health Department can also contact a business that becomes delinquent and inform them when they are in jeopardy of having a license suspended.</li> <li>• Once again, the Tax Collector's office achieved a 100+% budgeted tax collection rate for the fiscal year.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• We will continue to review and evaluate alternate utility billing software, in an effort to replace the current software.</li> <li>• Expand the current online payment service to include an option for telephone payments.</li> <li>• The Tax Collector's office will continue providing a professional and courteous work environment for our customers and communicate effectively, allowing taxpayers to have a better understanding of the tax process and resolve any questions they may have.</li> <li>• An upgraded version of current tax software will be installed, which will provide greater efficiencies and eliminate certain performance issues.</li> </ul>	

Tax Collector: Scott Ferguson	<b>CITY OF DANBURY TAX COLLECTOR ADOPTED BUDGET: 2020-2021</b>	Dept. #: 1130
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#### PERFORMANCE MEASUREMENTS

##### Department Description:

The Office of the Tax Collector is responsible for the processing and collection of 160,000 property tax, water/sewer usage and assessment bills. The revenue from property tax collections account for approximately 82% of the City's budgeted revenue. The department's goal is to collect as close to 100% of the current year tax levy and the budgeted property tax revenue as possible. Current and delinquent collection methods are governed by Connecticut State Statutes. The Tax Collector will make use of these methods in an effort to recover delinquent taxes. The office handles thousands of telephone and face to face taxpayer inquiries each year, and prides itself in dealing with these in a professional atmosphere. Proactive measures are taken to ensure taxpayers can resolve any issues and have their payments processed in a timely and efficient manner.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
<b>Budget - Collection %</b>	100%	100.3%%	100%	101%	101%	100%	100%
<b>Property Tax/Budget</b>	\$188,548,289	\$196,131,988	\$201,536,595	\$206,450,160	\$213,356,078	\$216,566,602	\$217,000,000
<b>Original Levy-Collection %</b>	98%	98.3%%	99%	99%	99%	100%	100%
<b>Original Levy</b>	\$188,192,771	\$195,007,848	\$200,212,664	\$204,923,671	\$211,550,505	\$215,427,688	\$215,500,000
<b>Property Tax Bills Issued</b>	95,870	96,458	97,683	99,667	100,166	100,945	100,500
<b>Public Utility Bills Issued: Sewer &amp; Water</b>	47,000	48,000	48,000	48,000	48,000	48,000	48,000
<b>Motor Vehicle Supplemental Bills</b>	14,379	13,769	17,102	15,943	16,686	17,250	17,000

\* Collection % for FY 19-20 is not known until the grand list 2018 collection period ends in 6/30/20. FY 20-21 figures are projected as the grand list 2019 is not billed until 7/1/20.

##### Sustainable Danbury:

The tax collector office continues to implement new software and system enhancements that provide flexibility to our customers and greater efficiency for our daily activities. All efforts are made to maintain a high collection rate so our city may remain fiscally strong and provide its citizens with the services they require.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)  
 - Chapter VI, Section 6-6, Paragraph B - "The Tax Collector and Assessor", Chapter VI, Section 6-15, "Official Bonds", Chapter VII, Section 7-6, "Tax Bills and User Charges" and Chapter VII, Section 7-7, "Assessment and Collection of Taxes" in the City of Danbury Charter

##### Data Reference(s):

- Grand Levy for each year.
- City of Danbury adopted budgets for each year.
- Tax Collector Reports for each year.

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Tax Collector: Scott Ferguson

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1130

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>TAX FEES</u></b>							
4110.0120	Suspense Tax	26,310	30,000	30,000	30,000	21,824	21,824
<b>Sub-Total TAX FEES</b>		<b>26,310</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>21,824</b>	<b>21,824</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4040	Tax Searches	0	0	2,205	0	0	0
4400.4100	Copy/Printer Charges	0	0	11	0	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>0</b>	<b>0</b>	<b>2,216</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>INTERFUND SERVICES</u></b>							
4500.1003	Prov for Water Fund	102,400	102,000	102,000	112,200	112,200	112,200
4500.1004	Prov for Sewer Fund	139,800	139,800	139,800	153,780	153,780	153,780
<b>Sub-Total INTERFUND SERVICES</b>		<b>242,200</b>	<b>241,800</b>	<b>241,800</b>	<b>265,980</b>	<b>265,980</b>	<b>265,980</b>
<b><u>FINES &amp; PENALTIES</u></b>							
4110.0102	Audit/Collection Services	-11,156	0	-15,000	0	0	0
4190.0150	Interest on Delinquent Taxes	1,153,583	1,375,000	911,000	1,250,000	1,300,000	1,300,000
4950.9000	Prem Rev Tax Lien Sales	106,799	90,000	75,000	90,000	90,000	90,000
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>1,249,227</b>	<b>1,465,000</b>	<b>971,000</b>	<b>1,340,000</b>	<b>1,390,000</b>	<b>1,390,000</b>
<b>TOTAL REVENUE</b>		<b>1,517,737</b>	<b>1,736,800</b>	<b>1,245,016</b>	<b>1,635,980</b>	<b>1,677,804</b>	<b>1,677,804</b>

<b>CITY OF DANBURY</b> <b>TAX COLLECTOR</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1130
Tax Collector: Scott Ferguson			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1130	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1130</b>	<b>TAX COLLECTOR</b>						
5020.1000	Salaries - Regular	492,212	540,485	441,189	622,131	518,791	518,791
5030.1000	Overtime - Salaries	4,136	7,000	6,922	5,503	5,503	5,503
5050.1140	Other Salaries - Other Earnings	0	0	0	11,412	0	0
5250.1620	Other Benefits - Longevity	3,085	3,085	3,085	2,530	2,530	2,530
5250.1630	Other Benefits - Sick Leave	11,994	9,462	10,000	8,333	8,333	8,333
5300.2040	Purch Svcs - Outside Svcs	25,822	28,000	28,000	29,000	29,000	29,000
5300.2055	Purch Svcs - Postage	53,917	64,000	64,000	64,000	62,000	62,000
5300.2060	Purch Svcs - Travel/Mileage	0	750	900	900	500	500
5300.2080	Purch Svcs - Conferences	495	1,100	1,100	1,100	1,000	1,000
5300.2085	Purch Svcs - Subscriptions/Memberships	282	300	300	300	300	300
5300.2090	Purch Svcs - Printing & Binding	1,287	2,500	2,500	2,500	2,000	2,000
5300.2095	Purch Svcs - Legal & Public Notices	1,084	800	800	1,000	1,000	1,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	5,855	5,855	5,855	6,031	6,031	6,031
5500.2420	Maintenance & Repair - Office Equipment	3,477	3,600	2,100	2,100	2,100	2,100
5600.2500	Materials & Supplies - Office	2,773	4,000	4,000	4,000	4,000	4,000
5700.2700	Equipment - Office	0	8,537	8,537	0	0	0
<b>SUB-TOTAL</b>		<b>606,418</b>	<b>679,474</b>	<b>579,288</b>	<b>760,840</b>	<b>643,088</b>	<b>643,088</b>
<b>TOTAL</b>		<b>606,418</b>	<b>679,474</b>	<b>579,288</b>	<b>760,840</b>	<b>643,088</b>	<b>643,088</b>



**CITY OF DANBURY  
TAX COLLECTOR**

Tax Collector: Scott Ferguson

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1130

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
TAX COLLECTOR	1		1	109,400	109,400
* ASSISTANT TAX COLLECTOR	1		1	74,838	74,838
* TAX COORDINATOR	2		2	60,333-63,518	121,467
* ACCOUNT CLERK II	2		2	58,914	117,828
* (PF) ACCOUNT CLERK I	1		1	51,670	0
* CASHIER	2		2	47,629	95,258
<b>TOTAL</b>	<b><u>9</u></b>		<b><u>9</u></b>		<b>518,791</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<b>CITY OF DANBURY PURCHASING DEPARTMENT ADOPTED BUDGET: 2020-2021</b>		Dept. #: 1140
Purchasing Agent: Charles J. Volpe Jr.		
<b>Statement of Mission:</b>	The Purchasing Department's mission is procuring goods and services required by City departments and agencies in the most cost-effective and efficient manner, in compliance with rules and regulations of the City Code of Ordinances. We are committed to maintaining a professional and ethical conduct of business to promote the interests of the City of Danbury.	
<b>Department Goals:</b>	The goal of the Purchasing Department is to work within the framework established by the City's Code of Ordinances while striving to obtain the best value for each tax dollar spent. The main objective is to continue to monitor cooperative government purchasing opportunities, and participate whenever it is deemed to be in the best interests of the City of Danbury.	
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Purchase Cards, or "P-Cards" were obtained for use by City Departments on an as-needed basis. A P-Card is a type of commercial card which allows the City to streamline the payment process and efficiently track expenses by adhering to specific dollar threshold amounts and use to specific merchants.</li> <li>• We were Inducted in the Capitol Region Council of Governments (CRCOG) Hall of Fame for participation in their ezIQC bidding program and leadership in the regional construction procurement</li> <li>• Attended 2019 CT Municipal &amp; State Procurement Summit, which creates the opportunity for municipal employees to learn together through procurement educational events.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Review on-line bidding platforms and prepare for use with the MUNIS ERP system scheduled to be installed in 2020.</li> <li>• Become an active participant in the State of CT Surplus Program, which is the legally authorized agent in the State for the disposition of all property that a state agency deems as no longer needed.</li> <li>• Continue reviewing the State of CT and various government cooperative contracts available to the City of Danbury.</li> </ul>	

#### PERFORMANCE MEASUREMENTS

**Department Description:**

The Purchasing Department's mission is to procure the goods and services required by City departments and agencies in the most cost effective and efficient manner, while ensuring compliance with the rules and regulations set forth by the City Code of Ordinances. We are committed to maintaining a conduct of business that is both professional and ethical, so as to best promote the interests of the City of Danbury.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Purchase Orders Issued *	4,373	4,328	4,380	4,339	4,335	4,400	4,400
Sealed Bids Issued	59	59	54	41	39	45	45
Value of Orders Issued	\$37,502,298	\$59,656,813	\$84,860,000	\$47,604,493	\$39,108,000	\$120,000,000	\$55,000,000

**Explanation of Anomaly(ies), if applicable:**

\* FY 16-17 Value of Orders Issued reflects \$50 million Danbury High School Addition project. The number of Sealed Bids Issued continues to decrease as participation on State of CT and other government cooperative bids increases.

\* FY19-20 Projected Values of Orders Issued anticipates \$75 million for Waste Water Treatment Plant Upgrade Project.

**Department Summary:**

\* The average cost to operate this Department is approximately \$11,700.

\* This Department is operated by a staff of 3 full-time employees.

\* Revenue sources including services provided for departments average \$27,300

**Sustainable Danbury:**

The Purchasing Department will continue to procure required goods and services in the most cost-effective and efficient manner by fostering communication with the departments and agencies we serve and the vendor community we interact with, and through active participation in the professional organizations that we are member to.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-6, Paragraph C - "The Purchasing Agent", in the City of Danbury Charter

**Data Reference(s):**

New World for Purchase Orders Issued  
Purchasing Dept. Bid Log for Sealed Bids Issued  
New World for Value of Orders Issued

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Purchasing Agent: Charles J. Volpe Jr.

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1140

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERFUND SERVICES</u></b>							
4500.1003	Prov for Water Fund	24,150	24,150	24,150	26,565	26,565	26,565
4500.1004	Prov for Sewer Fund	15,200	15,200	15,200	16,720	16,720	16,720
<b>Sub-Total INTERFUND SERVICES</b>		<b>39,350</b>	<b>39,350</b>	<b>39,350</b>	<b>43,285</b>	<b>43,285</b>	<b>43,285</b>
<b>TOTAL REVENUE</b>		<b>39,350</b>	<b>39,350</b>	<b>39,350</b>	<b>43,285</b>	<b>43,285</b>	<b>43,285</b>

<b>CITY OF DANBURY</b> <b>PURCHASING DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1140
Purchasing Agent: Charles J. Volpe Jr.			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1140	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1140</b>	<b>PURCHASING DEPARTMENT</b>						
5020.1000	Salaries - Regular	156,986	226,701	214,406	249,738	248,355	248,355
5030.1000	Overtime - Salaries	3,686	4,500	4,000	2,000	2,500	2,500
5040.1000	Part Time - Salaries	47,559	56,689	29,597	0	0	0
5050.1140	Other Salaries - Other Earnings	0	0	0	3,365	0	0
5250.1620	Other Benefits - Longevity	1,010	1,010	1,010	1,010	1,010	1,010
5250.1630	Other Benefits - Sick Leave	3,041	3,397	3,397	5,109	5,109	5,109
5300.2055	Purch Svcs - Postage	1,113	1,500	1,500	1,500	1,500	1,500
5300.2080	Purch Svcs - Conferences	0	500	500	500	500	500
5300.2085	Purch Svcs - Subscriptions/Memberships	1,667	1,710	1,730	1,870	1,870	1,870
5300.2090	Purch Svcs - Printing & Binding	181	2,200	1,000	1,000	1,000	1,000
5300.2095	Purch Svcs - Legal & Public Notices	5,141	9,000	9,000	9,000	7,200	7,200
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	2,040	2,040	2,040	2,101	2,101	2,101
5500.2420	Maintenance & Repair - Office Equipment	210	500	92	500	500	500
5600.2500	Materials & Supplies - Office	1,279	1,500	1,500	1,500	1,500	1,500
5700.2700	Equipment - Office	205	0	0	0	0	0
<b>SUB-TOTAL</b>		<b>224,119</b>	<b>311,247</b>	<b>269,772</b>	<b>279,193</b>	<b>273,145</b>	<b>273,145</b>
<b>TOTAL</b>		<b>224,119</b>	<b>311,247</b>	<b>269,772</b>	<b>279,193</b>	<b>273,145</b>	<b>273,145</b>

**CITY OF DANBURY  
PURCHASING**

Purchasing Agent: Charles J. Volpe Jr.

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1140

**TABLE OF ORGANIZATION**

<b>TABLE OF ORGANIZATION</b>		<b>NUMBER OF POSITIONS</b>			<b>PRESENT RATES</b>	<b>ADOPTED BUDGET 2020-2021</b>
		<b>2019-2020 BUDGET</b>	<b>CHANGE (+ or -)</b>	<b>2020-2021 BUDGET</b>		
	PURCHASING AGENT	1		1	108,727	108,727
*	ASSISTANT PURCHASING AGENT	1		1	67,959	67,959
*	SECRETARY	0	1	1	54,382	54,382
* (A)	PURCHASING ASSISTANT	0	0.5	0.5	34,574	17,287
*	PURCHASING CLERK	1	-1	0	0	0
<b>TOTAL</b>		<b><u>3</u></b>		<b><u>3.5</u></b>		<b>248,355</b>

(A) 1/2 Purchasing; 1/2 Human Resources; \* Union Negotiated

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY CORPORATION COUNSEL ADOPTED BUDGET: 2020-2021</b></p> <p>Deputy Corporation Counsel: Les Pinter <span style="float: right;">Dept. #: 1150</span></p>	
<b>Statement of Mission:</b>	The mission of Corporation Counsel is to provide excellent and cost-effective legal advice, counsel and other legal services to Danbury municipal government officials and employees.
<b>Department Goals:</b>	Corporation Counsel shall continue approaching legal issues, concerns and requests to improve and support the betterment of our City and its residents. To do so, we will continue to advise our clients regarding efforts to protect natural resources, and property rights, and to safeguard public safety while balancing municipal rights and the public interest. It is our goal to stay true to organic and adopted law and determine ways to help the client achieve its worthy goals.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Tax Appeals: Corporation Counsel litigated the defense of active property tax appeals filed pursuant to October 1, 2018 Grant List. Unprecedented success in resolution of appeals in consultation with Department of Finance, Tax Assessor and outside representation.</li> <li>• The health code and zoning enforcements regarding unauthorized and egregious facilities in City neighborhoods have been successfully enforced.</li> <li>• Successfully developed an ongoing public-private tax and development initiatives on the Westside of Danbury to promote and further enhance lifestyle.</li> <li>• The renewal of Information Technology contract for software, product and maintenance regarding all City IT systems and Departments' uses.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Providing legal advice and guidance to clients regarding FCC ordered "Small Cell 5G" communications installations.</li> <li>• Pursue the litigation and defense of MSW proposed transfer station and solid waste facility.</li> <li>• Litigate the defense of active property tax appeals filed pursuant to October 1, 2018 Grand List.</li> <li>• Work with Department of Health &amp; Housing and other entities to develop supportive and other housing to meet community needs.</li> </ul>

<b>CITY OF DANBURY</b> <b>CORPORATION COUNSEL</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1150
Deputy Corporation Counsel: Les Pinter			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1150	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1150</b>	<b>CORPORATION COUNSEL</b>						
5020.1000	Salaries - Regular	303,243	311,398	318,132	322,922	322,922	322,922
5040.1000	Part Time - Salaries	92,666	93,934	95,314	96,752	96,752	96,752
5250.1620	Other Benefits - Longevity	1,565	1,565	1,565	1,565	1,565	1,565
5250.1630	Other Benefits - Sick Leave	3,668	7,637	7,637	8,071	8,071	8,071
5300.2010	Purch Svcs - Professional Svcs	29,398	26,000	42,000	42,000	41,961	41,961
5300.2025	Purch Svcs - Legal Svcs	699,754	320,000	466,137	335,000	335,000	335,000
5300.2040	Purch Svcs - Outside Svcs	38,728	84,000	140,329	61,000	61,000	61,000
5300.2055	Purch Svcs - Postage	510	500	347	1,000	750	750
5300.2060	Purch Svcs - Travel/Mileage	1,054	1,000	1,250	1,000	1,000	1,000
5300.2080	Purch Svcs - Conferences	8,160	11,900	11,900	6,900	6,900	6,900
5300.2085	Purch Svcs - Subscriptions/Memberships	28,798	23,528	30,000	24,000	23,222	23,222
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	2,698	2,698	2,698	2,779	2,779	2,779
5500.2420	Maintenance & Repair - Office Equipment	561	800	600	800	800	800
5600.2500	Materials & Supplies - Office	1,365	1,700	1,400	1,700	1,500	1,500
<b>SUB-TOTAL</b>		<b>1,212,166</b>	<b>886,660</b>	<b>1,119,309</b>	<b>905,489</b>	<b>904,222</b>	<b>904,222</b>
<b>1330</b>	<b>LABOR NEGOTIATIONS</b>						
5300.2010	Purch Svcs - Professional Svcs	220,168	145,200	145,200	200,000	145,200	145,200
<b>SUB-TOTAL</b>		<b>220,168</b>	<b>145,200</b>	<b>145,200</b>	<b>200,000</b>	<b>145,200</b>	<b>145,200</b>
<b>TOTAL</b>		<b>1,432,335</b>	<b>1,031,860</b>	<b>1,264,509</b>	<b>1,105,489</b>	<b>1,049,422</b>	<b>1,049,422</b>



**CITY OF DANBURY  
CORPORATION COUNSEL**

Deputy Corporation Counsel: Les Pinter

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1150

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DEPUTY CORPORATION COUNSEL	1		1	132,757	132,757
ASSISTANT CORPORATION COUNSEL	1		1	108,623	108,623
LEGAL SECRETARY/OFFICE ADMINISTRATION MANAGER	1		1	81,542	81,542
<b>TOTAL</b>	<b><u>3</u></b>		<b><u>3</u></b>		<b>322,922</b>

<p style="text-align: center;"><b>CITY OF DANBURY TOWN CLERK ADOPTED BUDGET: 2020-2021</b></p> <p>Town Clerk: Janice Giegler <span style="float: right;">Dept. #: 1160</span></p>	
<b>Statement of Mission:</b>	The various duties and function of the Town Clerk are defined by Connecticut State Statutes and local charter. We are considered the government official in charge of public records, vital statistics, licensing, and playing a key role in election procedures. As the Registrar of Vital Statistics, we oversee all births, marriages and deaths and record them in the City of Danbury. We are committed to providing a friendly and efficient environment to those we serve.
<b>Department Goals:</b>	The goal of the Town Clerk's Office is to maintain all land records by indexing, scanning and putting them in volumes. We are also responsible for the preservation and safekeeping of all official records and documents for the City of Danbury. Additionally, land record indexes will be made available via the City's website. The objectives include providing certified copies of any land records filed into the Danbury Land Records, function as the Registrar of Vital Statistics and act as the guardian of the City Seal, affixing only to proper and valid municipal documents.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Land records were converted from local city servers to cloud-based technology, eliminating server maintenance and space requirements.</li> <li>• Sensitive data elements were redacted from land record images using historical redaction technology.</li> <li>• Through Historic Document Preservation Grant, purchased new information technology hardware for public searches of historic and active land records, and access and indexing of land and vital records for staff.</li> <li>• Installed new shelving in vault to improve physical environment for vital record storage.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Implement the State Department of Health CT-Vitals Electronic Death Registration System, which will facilitate an online collaboration of multiple death data providers.</li> <li>• Manage the November 2020 Presidential/State election.</li> <li>• Utilize available State Grants to perform a vault upgrade and enhance technology.</li> </ul>

**CITY OF DANBURY  
TOWN CLERK  
ADOPTED BUDGET: 2020-2021**

Town Clerk: Janice Giegler

Dept. #: 1160

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The Town Clerk's Office serves as Danbury's central repository of records for documents that pertain to the City of Danbury and its residents. It follows the State of Connecticut Statutes to efficiently maintain all land records, maps, trade names, vital records, military discharges, and minutes of all Commission meetings. The Office also issues and maintains a variety of licenses and plays a major role in elections and primaries, including the issuance of absentee ballots and certification of elections results.

<b>PAYMENTS</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Dog License	\$19,057	\$18,217	\$21,360	\$19,896	\$20,500	\$21,000	\$21,000
Land Records	\$1,792,399	\$1,946,296	\$1,975,089	\$2,258,431	\$2,565,563	\$2,600,000	\$2,600,000
Liquor	\$322	\$340	\$330	\$336	\$3,600	\$5,000	\$6,000
Map & Survey	\$2,881	\$3,052	\$1,809	\$1,945	\$2,730	\$3,000	\$3,000
Misc	\$96,939	\$102,342	\$95,311	\$90,693	\$84,200	\$85,000	\$85,000
Notary	\$3,231	\$2,902	\$3,034	\$2,934	\$5,270	\$5,000	\$5,000
Sporting License	\$6,534	\$7,700	\$5,828	\$6,613	\$6,000	\$6,500	\$7,000
Trade Name	\$1,680	\$1,570	\$1,300	\$1,255	\$2,406	\$2,600	\$2,600
Vitals	\$306,624	\$318,812	\$263,140	\$257,399	\$278,180	\$275,000	\$275,000
<b>Grand Total</b>	<b>\$2,229,667</b>	<b>\$2,401,231</b>	<b>\$2,367,201</b>	<b>\$2,639,502</b>	<b>\$2,968,449</b>	<b>\$3,003,100</b>	<b>\$3,004,600</b>

**CITY RETAINS**

Dog License	\$1,979	\$1,900	\$2,100	\$1,993	\$2,000	\$2,100	\$2,100
Land Records	\$294,240	\$307,616	\$313,664	\$308,288	\$274,560	\$280,000	\$280,000
Sporting License	\$292	\$250	\$126	\$246	\$250	\$250	\$250
<b>Grand Total</b>	<b>\$296,511</b>	<b>\$3,039,079</b>	<b>\$2,953,359</b>	<b>\$3,215,296</b>	<b>\$3,531,845</b>	<b>\$3,569,550</b>	<b>\$3,571,550</b>

<b>ACTIVITY</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Dog License	1,979	1,900	2,155	1,993	2,200	2,200	2,200
Land Records	18,390	19,226	18,830	19,268	19,160	19,000	19,000
Liquor	161	170	165	168	187	269	300
Map & Survey	738	800	486	535	504	550	550
Misc	999	960	1,063	1,019	928	1,000	1,000
Notary	441	404	487	470	440	500	500
Sporting License	292	250	329	408	400	450	450
Trade Name	324	314	260	251	240	250	250
Vitals	17,139	16,866	17,505	17,554	16,222	17,000	17,500
<b>Grand Total</b>	<b>40,463</b>	<b>40,890</b>	<b>41,280</b>	<b>41,666</b>	<b>40,281</b>	<b>41,219</b>	<b>41,750</b>

**Sustainable Danbury:**

Continue to maximize technology in our office, improving its efficiency in order to better accommodate the general public.

**Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)**

- Chapter II, Section 2-8, "The Town Clerk". and Chapter VI, Section 6-15, "Official Bonds" in the City of Danbury Charter

**Data Reference(s):**

- Data has been gathered from our year end Transaction Summary Reports from Cott Resolution.

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Town Clerk: Janice Giegler

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1160

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4200.2000	Town Clerk -Conveyance Tax	1,408,904	1,500,000	1,300,000	1,500,000	1,450,000	1,450,000
4200.2005	Town Clerk - HDP/CIA	169,085	175,000	150,000	175,000	165,000	165,000
4200.2010	Town Clerk MERS General	91,361	93,500	90,000	100,000	90,000	90,000
4200.2015	Town Clerk MERS Exception	17,696	22,400	21,000	22,000	21,000	21,000
4200.2020	Town Clerk - Permits	4,600	4,500	3,500	4,500	4,500	4,500
4200.2040	Town Clerk Fees - Misc	392,868	380,000	325,000	380,000	365,000	365,000
4200.2041	Town Clerk Fees - Fish & Game	266	220	100	200	220	220
4200.2042	Town Clerk Fees - Marriages	9,488	10,000	8,000	10,500	9,000	9,000
4200.2043	Town Clerk Fees - Conveyance Fee	2,686	3,000	2,500	3,000	2,750	2,750
4400.4120	Town Clerk Historic Documents	130,920	0	0	0	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>2,227,874</b>	<b>2,188,620</b>	<b>1,900,100</b>	<b>2,195,200</b>	<b>2,107,470</b>	<b>2,107,470</b>
<b>TOTAL REVENUE</b>		<b>2,227,874</b>	<b>2,188,620</b>	<b>1,900,100</b>	<b>2,195,200</b>	<b>2,107,470</b>	<b>2,107,470</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>TOWN CLERK</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>						
Town Clerk: Janice Giegler			Dept. #: 1160			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1160	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1160</b>	<b>TOWN CLERK</b>						
5020.1000	Salaries - Regular	252,659	277,500	256,260	359,180	283,020	283,020
5030.1000	Overtime - Salaries	6,619	6,000	5,016	5,500	5,500	5,500
5040.1000	Part Time - Salaries	20,277	21,309	19,959	18,278	21,736	21,736
5050.1140	Other Salaries - Other Earnings	0	1,062	0	8,100	0	0
5250.1620	Other Benefits - Longevity	455	455	455	455	455	455
5250.1630	Other Benefits - Sick Leave	2,988	3,317	3,316	3,660	3,660	3,660
5300.2040	Purch Svcs - Outside Svcs	162,714	35,998	35,998	35,998	35,998	35,998
5300.2055	Purch Svcs - Postage	6,494	6,000	6,000	6,000	6,000	6,000
5300.2060	Purch Svcs - Travel/Mileage	144	300	300	300	300	300
5300.2080	Purch Svcs - Conferences	2,305	2,000	2,000	2,000	2,000	2,000
5300.2085	Purch Svcs - Subscriptions/Memberships	402	402	402	402	402	402
5300.2090	Purch Svcs - Printing & Binding	11,717	12,500	12,500	12,500	12,500	12,500
5300.2095	Purch Svcs - Legal & Public Notices	4,258	3,700	3,700	3,700	3,700	3,700
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	3,214	3,214	3,214	3,310	3,310	3,310
5500.2420	Maintenance & Repair - Office Equipment	8,235	10,000	10,000	10,000	10,000	10,000
5600.2500	Materials & Supplies - Office	4,754	6,000	6,000	6,000	6,000	6,000
<b>SUB-TOTAL</b>		<b>487,235</b>	<b>389,757</b>	<b>365,120</b>	<b>475,383</b>	<b>394,581</b>	<b>394,581</b>
<b>TOTAL</b>		<b>487,235</b>	<b>389,757</b>	<b>365,120</b>	<b>475,383</b>	<b>394,581</b>	<b>394,581</b>

**CITY OF DANBURY  
TOWN CLERK**

Town Clerk: Janice Giegler

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1160

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
TOWN CLERK	1		1	69,873	69,873
* ASSISTANT TOWN CLERK	2		2	67,959	135,918
* ASSISTANT REGISTRAR OF VITAL STATISTICS	1		1	54,381	54,381
* (PF) CLERK TYPIST II	2		2	49,504	99,008
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(76,160)
<b>TOTAL</b>	<b><u>6</u></b>		<b><u>6</u></b>		<b>283,020</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>PERMIT COORDINATION</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	
<p>Dir. of Permit Coordination: Sean Hearty <span style="float: right;">Dept. #: 1190</span></p>	
<p><b>Statement of Mission:</b></p>	<p>The Permit Center is committed to centralizing all permit and enforcement activities to a single location, eliminating redundant reviews and coordinating City resources to enable the cost effective application of all Codes and Ordinances. By simplifying the path for perspective/existing property owners, we will encourage economic growth.</p>
<p><b>Department Goals:</b></p>	<p>The Department of Permit Coordination is responsible for overseeing the action taken by the various municipal departments on permit applications submitted by the public. The department's Customer Service assists visitors to the Permit Center by explaining their project to on-site staff that will provide the proper paperwork and guidance for the project. The permit center will then disseminate plans and paperwork and route this information to the appropriate departments.</p>
<p><b>Fiscal Year:</b>   <b>2019-2020</b>   <b>Accomplishments:</b></p>	<ul style="list-style-type: none"> <li>• Implemented View Point permitting software citywide. View Point allows for real time communication between reviewers and applicants. An electronic database was created for legacy documents and records.</li> <li>• New permitting hardware was incorporated which allows electronic scanning and review of plans. Plan reviews are done electronically at inspectors' workstations.</li> <li>• GIS was designed and now displays all city activity by application and permit type. This will enable inspectors to field check any activity observed in the city for compliance.</li> </ul>
<p><b>Major Objectives</b>  <b>2020-2021:</b></p>	<ul style="list-style-type: none"> <li>• Improve our cloud-based Permitting and Code Enforcement software platform. This will allowing more electronic submissions from home and work.</li> <li>• Update our Permitting Portal: Constantly improving application types and scanning ability will ultimately streamline applicant submissions and enable quicker review times by authorized departments.</li> <li>• Modernize our existing GIS system: Improve posting times for updates from permitting and code software. Improve our public portal to allow for more information to be displayed for outside users.</li> </ul>

<b>CITY OF DANBURY</b> <b>PERMIT COORDINATION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1190
Dir. of Permit Coordination: Sean Hearty			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1190	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1190</b>	<b>PERMIT COORDINATION</b>						
5020.1000	Salaries - Regular	281,894	326,820	275,328	347,444	328,660	328,660
5030.1000	Overtime - Salaries	2,446	2,446	2,200	2,000	2,000	2,000
5040.1000	Part Time - Salaries	13,801	18,278	14,748	18,278	19,197	19,197
5050.1140	Other Salaries - Other Earnings	0	0	0	4,941	0	0
5250.1620	Other Benefits - Longevity	2,020	1,465	1,465	1,465	1,465	1,465
5250.1630	Other Benefits - Sick Leave	1,697	1,991	1,990	2,819	2,819	2,819
5300.2010	Purch Svcs - Professional Svcs	26,756	0	0	0	0	0
5300.2045	Purch Svcs - Communication Svcs	654	780	780	780	780	780
5300.2055	Purch Svcs - Postage	1,097	1,955	1,500	1,955	1,500	1,500
5300.2075	Purch Svcs - Training Courses	0	590	590	590	590	590
5300.2080	Purch Svcs - Conferences	0	2,000	2,000	2,000	2,000	2,000
5300.2085	Purch Svcs - Subscriptions/Memberships	100	295	295	295	250	250
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	3,590	3,590	3,590	3,698	3,698	3,698
5600.2500	Materials & Supplies - Office	1,457	1,500	1,500	1,500	1,500	1,500
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	330	450	450	450	400	400
<b>SUB-TOTAL</b>		<b>335,842</b>	<b>362,160</b>	<b>306,436</b>	<b>388,215</b>	<b>364,859</b>	<b>364,859</b>
<b>TOTAL</b>		<b>335,842</b>	<b>362,160</b>	<b>306,436</b>	<b>388,215</b>	<b>364,859</b>	<b>364,859</b>



**CITY OF DANBURY  
PERMIT COORDINATION**

Dir. of Permit Coordination: Sean Hearty

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1190

**TABLE OF ORGANIZATION**

<b>TABLE OF ORGANIZATION</b>		<b>NUMBER OF POSITIONS</b>		<b>PRESENT RATES</b>	<b>ADOPTED BUDGET 2020-2021</b>
		<b>2019-2020 BUDGET</b>	<b>CHANGE (+ or -)</b>		
	DIRECTOR OF PERMIT COORDINATION/ZEO	1		98,021	98,021
(PF)	CUSTOMER SERVICE MANAGER	1		69,769	69,769
*	CUSTOMER SERVICE REPRESENTATIVE	3		58,266-63,122	179,654
	SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)				(18,784)
	<b>TOTAL</b>	<b><u>5</u></b>			<b>328,660</b>

(PF) Partially Funded  
\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY PLANNING &amp; ZONING ADOPTED BUDGET: 2020-2021</b></p> <p>Planning Director: Sharon B. Calitro <span style="float: right;">Dept. #: 1220</span></p>	
<b>Statement of Mission:</b>	To protect and improve the City's neighborhoods, business centers, community resources and natural environment by planning for sustainable development and creating opportunities for balanced growth that will enhance and improve the quality of life of all residents.
<b>Department Goals:</b>	The Department of Planning and Zoning shall coordinate development and capital improvements programming activities of the City for the purpose of conserving desirable resources and promoting the orderly development of the City. The Department shall monitor State and Federal programs and funding resources for potential application to the City.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The design work was completed for the Downtown Streetscape Renaissance Project.</li> <li>• We continued implementing recommendations for the Downtown Danbury Transit-Oriented Development Study.</li> <li>• The design for the Riverwalk streetscape project, with art component on Lee Hartell Drive has been completed.</li> <li>• Employee preparation time has been reduced due to continued automation and process improvement for capital planning. This has improved delivery of project information from departments for the development of the 6-Year Capital Program and Capital Budget.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Initiate update to the Plan of Conservation and Development as required by State statutes.</li> <li>• Coordinate implementation of the Downtown Danbury Streetscape Renaissance project in conjunction with the Department of Public Works.</li> <li>• Continue planning and design of the historic Hearthstone Castle; Work with new historic properties trust to ensure the rehabilitation of the Octagon House.</li> <li>• Provide recommendations to land use commissions on regulatory changes to improve customer service, create opportunities for balanced growth, and protect sensitive resources.</li> </ul>

**CITY OF DANBURY  
PLANNING & ZONING  
ADOPTED BUDGET: 2020-2021**

Planning Director: Sharon B. Calitro

Dept. #: 1220

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The primary task of the Department of Planning and Zoning is the promulgation and enforcement of zoning, subdivision and other land use regulations designed to ensure that proposed developments are constructed in accordance with the Plan of Conservation and Development. The Department reviews site plans, assists the Planning Commission in the review of special exception and subdivision applications, and advises the Zoning Commission on all proposals for zoning amendments and rezoning of land. Additionally, the Department reviews referrals from City Council for requests for extensions of sewer and water service, dedication of roads, and offers to buy, sell or lease city land. The Department prepares the Capital Improvement Program to schedule major capital expenditures over time, reviews all applications under the Deferral of Assessment program, and updates and corrects street addresses in the City. Department provides administrative staff to Zoning Board of Appeals and Environmental Impact Commission.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Projected Goal	FY 20-21 Goal
<b># Land Use Applications Submitted to Boards/Commissions</b>	<b>127</b>	<b>107</b>	<b>106</b>	<b>102</b>	<b>62</b>	<b>60</b>	<b>70</b>
# Approved	109	97	99	98	55	57	68
% Approved	86%	91%	93%	96%	89%	95%	97%
<b># Land Use Applications Submitted to Department</b>	<b>74</b>	<b>93</b>	<b>69</b>	<b>71</b>	<b>83</b>	<b>70</b>	<b>70</b>
# Approved	72	91	64	68	80	67	68
% Approved	97%	98%	93%	96%	96%	96%	97%
<b>TOTAL</b>	<b>201</b>	<b>200</b>	<b>175</b>	<b>173</b>	<b>145</b>	<b>130</b>	<b>140</b>
Total Number of Zoning Permits Issued	588	569	550	641	677	620	620

\* Total reflects decrease in the number of applications submitted to Zoning Board of Appeals and Environmental Impact Commission

\*\* Estimation based on market-driven factors beyond the control of the Department of Planning and Zoning.

**Capital Budget: FY20/21**

PROJECT DESCRIPTION	Priority	Total Cost	General Fund Capital	LOCIP	Existing Capital Budget	SOURCE FOR FUNDS		Capital Budget FY 20/21
						Other St./Federal (Grant)	Existing Capital Budget	
Plan of Conservation & Development Amendment	Existing	\$300,000		\$ 150,000	\$ 150,000			\$ 150,000

**Sustainable Danbury:**

The Department will continue to process land use applications as statutorily required with a high level of professionalism and expediency. It will continue to promote infill growth opportunities in areas where infrastructure exists and will engage the community in planning for a sustainable future.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

City of Danbury Charter, Chapter V, Section 5-1, "Planning Commission and Zoning Board of Appeals"

**Data Reference(s):**

- Planning & Zoning Quarterly Counts (10-year report)

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Planning Director: Sharon B. Calitro

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1220

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>CHARGES FOR SERVICES</b>							
4400.4140	Environmental Impact	9,887	15,000	3,500	9,500	10,000	10,000
4400.4160	Planning and Zoning	171,647	155,000	140,000	170,000	145,000	145,000
4400.4180	Planning Commission	10,200	10,500	8,500	10,500	10,000	10,000
4400.4190	Legal Notice Fees	24,450	27,500	19,900	23,000	23,000	23,000
4400.4200	Zoning Board	4,055	3,000	3,000	3,000	3,000	3,000
4400.4220	Zoning Board of Appeals	6,750	8,500	5,500	8,000	7,250	7,250
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>226,989</b>	<b>219,500</b>	<b>180,400</b>	<b>224,000</b>	<b>198,250</b>	<b>198,250</b>
<b>FINES &amp; PENALTIES</b>							
4510.5000	Zoning Violations	1,630	1,000	500	1,000	800	800
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>1,630</b>	<b>1,000</b>	<b>500</b>	<b>1,000</b>	<b>800</b>	<b>800</b>
<b>TOTAL REVENUE</b>		<b>228,618</b>	<b>220,500</b>	<b>180,900</b>	<b>225,000</b>	<b>199,050</b>	<b>199,050</b>

<b>CITY OF DANBURY</b> <b>PLANNING &amp; ZONING</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1220
Planning Director: Sharon B. Calitro			

**APPROPRIATIONS**

DEPT. #:			AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1220	ACCOUNT DESCRIPTION	ACTUAL	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
1220	PLANNING & ZONING						
5020.1000	Salaries - Regular	403,977	441,044	429,586	501,146	467,166	467,166
5030.1000	Overtime - Salaries	3,393	5,000	5,999	5,000	5,000	5,000
5040.1000	Part Time - Salaries	1,815	3,100	2,895	0	0	0
5050.1140	Other Salaries - Other Earnings	0	0	0	7,107	0	0
5250.1620	Other Benefits - Longevity	1,820	1,920	1,820	1,920	1,920	1,920
5250.1630	Other Benefits - Sick Leave	7,083	7,762	7,762	8,269	8,269	8,269
5300.2010	Purch Svcs - Professional Svcs	4,788	770	770	770	879	879
5300.2045	Purch Svcs - Communication Svcs	434	434	434	434	434	434
5300.2055	Purch Svcs - Postage	1,479	1,600	1,400	1,400	1,400	1,400
5300.2080	Purch Svcs - Conferences	1,888	2,000	2,000	2,000	2,000	2,000
5300.2085	Purch Svcs - Subscriptions/Memberships	2,262	2,436	2,436	2,436	2,436	2,436
5300.2090	Purch Svcs - Printing & Binding	1,927	730	730	100	100	100
5300.2095	Purch Svcs - Legal & Public Notices	28,873	29,500	29,500	29,500	29,500	29,500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	4,698	4,698	4,698	4,839	4,839	4,839
5500.2420	Maintenance & Repair - Office Equipment	1,023	1,050	1,050	1,050	1,050	1,050
5600.2500	Materials & Supplies - Office	599	900	900	900	900	900
SUB-TOTAL		466,060	502,944	491,980	566,871	525,893	525,893
TOTAL		466,060	502,944	491,980	566,871	525,893	525,893

**CITY OF DANBURY  
PLANNING**

Planning Director: Sharon B. Calitro

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1220

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR OF PLANNING	1		1	132,910	132,910
DEPUTY PLANNING DIRECTOR	1		1	109,832	109,832
* (PF) ASSOCIATE PLANNER	1		1	67,959	67,959
* ASSISTANT ZONING ENFORCEMENT OFFICER	1		1	72,545	72,545
* PLANNING ASSISTANT	1		1	63,518	63,518
* SECRETARY	1		1	54,382	54,382
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(33,980)
<b>TOTAL</b>	<b><u>6</u></b>		<b><u>6</u></b>		<b>467,166</b>
* Union Negotiated					
* Union Negotiated; (PF) Partially Funded					

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>OFFICE OF BUSINESS ADVOCACY</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>		Dept. #: 1230
<b>Statement of Mission:</b>	The Office of Business Advocacy will oversee all economic development efforts throughout the city and will act as a bridge between city government and small to medium sized businesses as well as Danbury's existing corporate base.	
<b>Department Goals:</b>	The focus of the office will be to retain and increase the number of jobs available in the City, by providing customer service and information services to those who have or are seeking to establish or expand a business in Danbury. The Office continues to deliver services designed to stimulate business and community development including: Workforce Development, Transportation, and Infrastructure Improvements.	
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Secured several new and existing businesses in Danbury, including The Ridge Corporate Campus - Phase 1 complete, December 2019 (former site of Matrix Corporate Center), Duluth Trading Company, CT Children's Specialty Care Center, Owl Cyber Defense, and Bank of America Central Financial Center. Registered over 1,160 new Danbury businesses from Jan 2019 to Dec 31, 2019.</li> <li>• Member of the leadership team to create and implement a Transit Oriented Development (TOD) study for Danbury's core which will revitalize the downtown economy while improving coordination and access of public transportation.</li> <li>• Led efforts, in cooperation with other Danbury, Putnam County and Federal partners to champion the need for instituting MTA Harlem Line passenger rail service between Danbury and NYC Grand Central Terminal; receiving a \$1,000,000 Federal and regional grant to fund feasibility study for the project.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Maintain our commitment to serve our entire business community including downtown initiatives: Downtown Core Development, Transit Focus, and CityCenter. Member of select Economic Developers to assist in the creation of an Economic Development plan for the State of CT.</li> <li>• Identify regional opportunities to promote resource sharing, including services, facilities, economic development, recreational amenities, and infrastructure improvements for Putnam County Partnership and the Danbury-Waterbury Corridor.</li> <li>• Continue development plan for expanded rail service, airport, and maximizing our entire mass transit footprint, creating reliable, convenient, economical transportation options.</li> </ul>	

**CITY OF DANBURY  
OFFICE OF BUSINESS ADVOCACY  
ADOPTED BUDGET: 2020-2021**

Director: Roger Palanzo

Dept. #: 1230

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1230	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1230</b>	<b>OFFICE OF BUSINESS ADVOCACY</b>						
5020.1000	Salaries - Regular	72,771	73,768	74,854	75,981	75,981	75,981
5250.1630	Other Benefits - Sick Leave	1,381	1,419	1,419	1,419	1,419	1,419
5300.2010	Purch Svcs - Professional Svcs	31,675	45,000	45,000	45,000	43,661	43,661
5300.2055	Purch Svcs - Postage	0	100	100	100	100	100
5300.2060	Purch Svcs - Travel/Mileage	0	500	500	1,000	300	300
5300.2080	Purch Svcs - Conferences	750	1,500	1,500	1,500	1,000	1,000
5300.2090	Purch Svcs - Printing & Binding	0	2,500	1,750	2,500	1,340	1,340
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,290	1,290	1,290	1,329	1,329	1,329
5600.2500	Materials & Supplies - Office	0	300	300	300	300	300
5700.2700	Equipment - Office	324	1,000	0	1,000	1,000	1,000
<b>SUB-TOTAL</b>		<b>108,191</b>	<b>127,377</b>	<b>126,713</b>	<b>130,129</b>	<b>126,430</b>	<b>126,430</b>
<b>TOTAL</b>		<b>108,191</b>	<b>127,377</b>	<b>126,713</b>	<b>130,129</b>	<b>126,430</b>	<b>126,430</b>



**CITY OF DANBURY  
OFFICE OF BUSINESS ADVOCACY  
ADOPTED BUDGET: 2020-2021**

Director: Roger Palanzo

Dept. #: 1230

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
SMALL BUSINESS ADVOCATE	1		1	75,981	75,981
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>75,981</b>

**CITY OF DANBURY  
OFFICE OF BUSINESS ADVOCACY  
ADOPTED BUDGET: 2020-2021**

Director: Roger Palanzo

Dept. #: 1230

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
SMALL BUSINESS ADVOCATE	1		1	75,981	75,981
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>75,981</b>

<p style="text-align: center;"><b>CITY OF DANBURY CONSERVATION COMMISSION ADOPTED BUDGET: 2020-2021</b></p> <p>Chairperson: Kim Botelho <span style="float: right;">Dept. #: 1260</span></p>	
<b>Statement of Mission:</b>	The Conservation Commission's mission is to assure that Danbury maintains an adequate stock of open space resources for its citizens to have opportunities for passive recreation, outdoor exercise, environmental education, artistic inspiration and spiritual respite. In addition, to oversee the properties to assure that they are being maintained and the access for guests and contractors is safe.
<b>Department Goals:</b>	The major responsibility of the Commission is to recommend to the Mayor and Common Council the parcels of open space that should be acquired - either by purchase or donation- and the uses of those parcels.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The field house at Old Quarry Nature Center currently has no power so addressing that before field trips take place is important.</li> <li>• The police officer residing at the Farrington Property continues to do a great job maintaining the safety of both the parking lot and newly upgraded entrance to the park as well.</li> <li>• The Conservation Commission has been discussing various ways to save the City money and have decided on eliminating a port-a-john at Old Quarry and phasing out paper maps, opting for a QR barcode type map for use with smartphones at Bear Mountain Reservation, Old Quarry, Farrington as well as the two newly acquired properties.</li> <li>• Most of the work done this year was focused on storm damage control...there are still some areas that need to be cleared in the Still River area, Bear Mountain Reservation, Wiedel Property and potentially at the Westman Property.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Implement a plan to save the City money by cutting back on some services that we offer (maps/port-a-potties) and possibly coordinating with other Commissions so as to utilize volunteer and monies more effectively.</li> <li>• Maintain the trails, meadows and access for contractors for mowing at Bear Mountain Reservation and Still River for the next year, with special attention on bringing the upper meadow back at Bear Mountain closer to its larger original state.</li> <li>• Work with Eagle Scouts or similar volunteer groups to help with mapping the Farrington property, Wiedel and Westman properties.</li> </ul>

**CITY OF DANBURY  
CONSERVATION COMMISSION  
ADOPTED BUDGET: 2020-2021**

Chairperson: Kim Botelho

Dept. #: 1260

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
1260	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1260</b>	<b>CONSERVATION COMMISSION</b>						
5300.2040	Purch Svcs - Outside Svcs	375	425	500	500	500	500
5500.2400	Maintenance & Repair - Land & Ground	6,900	7,000	7,000	18,000	6,000	6,000
5600.2540	Materials & Supplies - Electrical Service	1,121	1,235	1,160	1,160	1,160	1,160
<b>SUB-TOTAL</b>		<b>8,396</b>	<b>8,660</b>	<b>8,660</b>	<b>19,660</b>	<b>7,660</b>	<b>7,660</b>
<b>TOTAL</b>		<b>8,396</b>	<b>8,660</b>	<b>8,660</b>	<b>19,660</b>	<b>7,660</b>	<b>7,660</b>

<b>CITY OF DANBURY HUMAN RESOURCES</b> Director of HR: Virginia Alosco-Werner <b>ADOPTED BUDGET: 2020-2021</b> <span style="float: right;">Dept. #: 1270</span>	
<b>Statement of Mission:</b>	The Human Resources/Civil Service Department provides leadership through innovative initiatives which focus on people. The department is committed to influencing positive management-workforce relationships supporting the overall goals and mission of the City of Danbury while striving to meet the goals of financial sustainability.
<b>Department Goals:</b>	The goal of the Human Resources Department is to establish, administer and effectively communicate sound policies, rules and practices that treat employees with dignity and equality while maintaining organizational compliance with employment and labor laws, City directives, and labor agreements.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Developed and implemented a mandatory online Policy Refresher training video for all existing staff. Developed and implemented a "new employee" orientation and training video for all new employees.</li> <li>• Recruited and processed an estimate of 400+ applications. Administered approximately 12 open competitive Civil Service Exams and 8 Promotional Exams resulting in hiring 24 full time qualified candidates. Additionally, the department recruited and hired approximately 15 part time and 100+ Seasonal employees.</li> <li>• Actively managed multiple HR and sensitive and complex employment matters through to completion. Received a record low number of grievances across all bargaining units.</li> <li>• Engaged all Human Resources staff in training for the incoming new HRIS system.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Implement mandatory training for all supervisors, managers and directors to cover topics such as effective supervision and leadership skills, communication, etc.</li> <li>• Continue training and developing staff, aligning employees with City's strategies, goals, policies, and procedures.</li> <li>• Continue to automate and implement Human Resources functions, managing recruitment through automation.</li> <li>• Maintain Change Agent role as the City transforms into a City of the Future, embarking on Playbook initiatives.</li> <li>• Continue to develop and maintain positive relations with all bargaining units.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Director of HR: Virginia Alosco-Werner

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1270

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4240	Civil Service Test Fees	3,165	4,000	5,300	4,000	4,000	4,000
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>3,165</b>	<b>4,000</b>	<b>5,300</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>TOTAL REVENUE</b>		<b>3,165</b>	<b>4,000</b>	<b>5,300</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

CITY OF DANBURY HUMAN RESOURCES ADOPTED BUDGET: 2020-2021			Dept. #: 1270
Director of HR: Virginia Alosco-Werner			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1270	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1270</b>	<b>HUMAN RESOURCES</b>						
5020.1000	Salaries - Regular	251,006	254,365	262,934	285,159	286,542	286,542
5040.1000	Part Time - Salaries	15,116	15,441	15,013	0	0	0
5250.1620	Other Benefits - Longevity	710	810	810	710	710	710
5250.1630	Other Benefits - Sick Leave	3,985	4,309	4,137	3,184	3,184	3,184
5300.2010	Purch Svcs - Professional Svcs	42,108	47,000	35,682	48,000	48,000	48,000
5300.2016	Purch Svcs - Civil Service	40,568	35,000	15,282	47,900	47,206	47,206
5300.2017	Purch Svcs - Employment Testing	37,896	37,000	27,376	22,420	22,420	22,420
5300.2040	Purch Svcs - Outside Svcs	713	0	0	0	0	0
5300.2055	Purch Svcs - Postage	618	1,050	400	400	400	400
5300.2060	Purch Svcs - Travel/Mileage	457	150	300	300	300	300
5300.2075	Purch Svcs - Training Courses	941	4,180	2,000	3,000	3,000	3,000
5300.2085	Purch Svcs - Subscriptions/Memberships	458	255	255	255	255	255
5300.2090	Purch Svcs - Printing & Binding	123	200	200	200	200	200
5300.2095	Purch Svcs - Legal & Public Notices	0	500	500	500	500	500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,715	1,715	1,715	1,766	1,766	1,766
5500.2420	Maintenance & Repair - Office Equipment	548	650	500	500	500	500
5600.2500	Materials & Supplies - Office	866	400	400	400	400	400
<b>SUB-TOTAL</b>		<b>397,827</b>	<b>403,025</b>	<b>367,504</b>	<b>414,694</b>	<b>415,383</b>	<b>415,383</b>
<b>TOTAL</b>		<b>397,827</b>	<b>403,025</b>	<b>367,504</b>	<b>414,694</b>	<b>415,383</b>	<b>415,383</b>

**CITY OF DANBURY  
HUMAN RESOURCES**

Director of HR: Virginia Alosco-Werner

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1270

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR OF HUMAN RESOURCES	1		1	123,631	123,631
CHIEF EXAMINER	1		1	75,633	75,633
HUMAN RESOURCES ASSISTANT	1		1	69,991	69,991
* (A) PURCHASING ASSISTANT	0	0.5	0.5	34,574	17,287
<b>TOTAL</b>	<b><u>3</u></b>		<b><u>3.5</u></b>		<b>286,542</b>

(A) 1/2 Purchasing; 1/2 Human Resources; \* Union Negotiated



<b>CITY OF DANBURY FAIR RENT COMMISSION ADOPTED BUDGET: 2020-2021</b>		Dept. #: 1290
Chairwoman: Susan A. Mazzucco		
<b>Statement of Mission:</b>	The Fair Rent Commission (FRC) was created for the purpose of maintaining reasonable rental rates and eliminating excessive rental charges on residential properties.	
<b>Department Goals:</b>	The Fair Rent Commission will investigate and act on complaints, inquiries and other communications concerning alleged excessive rental charges in housing accommodations in Danbury.	
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• There have been no rental increases, investigations or hearings held within the last fiscal year.</li> <li>• The FRC has been able to maintain communications and resolve complaints prior to conducting a formal commission hearing.</li> <li>• Minimal funds from fiscal year budget were utilized.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• FRC will continue focusing on affordability and development of housing in the community and monitor/protect existing housing stock.</li> <li>• The general public will be provided information, education, direction and assistance on housing and rental issues.</li> <li>• FRC shall execute the Mayor's 10- Year Plan to End Homelessness by assisting local agencies in eliminating homelessness in the community.</li> <li>• Provide assistance and protection from evictions and foreclosures to renters and owners in the community.</li> </ul>	

<b>CITY OF DANBURY</b> <b>FAIR RENT COMMISSION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1290
Chairwoman: Susan A. Mazzucco			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1290	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
			2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1290</b>	<b>FAIR RENT COMMISSION</b>						
5300.2055	Purch Svcs - Postage	0	100	100	100	100	100
5300.2080	Purch Svcs - Conferences	0	75	75	75	75	75
5600.2500	Materials & Supplies - Office	0	175	175	175	175	175
<b>SUB-TOTAL</b>		<b>0</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>
<b>TOTAL</b>		<b>0</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>

**CITY OF DANBURY  
CANDLEWOOD LAKE AUTHORITY  
ADOPTED BUDGET: 2020-2021**

Executive Director: Phyllis Schaer

Dept. #: 1310

<b>Statement of Mission:</b>	The CLA provides lake management to foster the preservation and enhancement of recreational, economic, scenic, public safety and environmental values of the Lake for the City of Danbury, and the Towns of Brookfield, New Fairfield, New Milford and Sherman in cooperation with the State of Connecticut and FirstLight Power Resources.
<b>Department Goals:</b>	For the City of Danbury the CLA shall continue monitoring and improving the health of the lake and providing public safety for those recreating on its waters. CLA's goal is to foster the preservation and enhancement of the recreational, public safety and environmental values of the Lake, which in turn enhances the economy and surrounding property values of the City of Danbury.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Launched new monthly invasive plant species monitoring program at the 7 major boat launches to improve early detection of new invasive species. Continued management of sterile grass carp milfoil control program. One of best summers for lake-wide milfoil conditions in recent memory with little to no milfoil reaching the surface and impacting recreation. No blue-green algae weekly tests above the State of CT threshold.</li> <li>• Planned 2020 launch of "floating classroom" public education program to teach people about lake ecology, science and Candlewood Lake. Plan annual Lake Clean Up and continue to increase our reach through new public speaking engagements. Provided public safety with professional Lake Patrol, including for Danbury Bay Fireworks. Safety whistle and microfiber towel public safety/boating courtesy handout programs launched. Deployed 80+ safety buoys, maintained CLA vessels and docks.</li> <li>• Conducted monthly water quality testing and partnered on blue-green algae and E. coli monitoring programs on Candlewood Lake. Began work on CLA Lake Management Plan.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Work on completion of CLA's new Lake Management Plan and possible lake overlay zone. Improve communication and working relationship with municipalities and FirstLight. Develop road salt application recommendations.</li> <li>• Continue water quality monitoring, E. coli and blue-green algae testing programs and partnerships. Potential restocking of grass carp for milfoil control program.</li> <li>• Public safety and outreach through Marine Patrol, 80+ safety buoy deployment and retrieval. Plan for replacement of 20-year-old Patrol boat.</li> <li>• Engage residents to adopt lake-friendly practices at home through a complimentary "Lake Smart" program, to be paired with our current Candlewood Lake Homeowner's Guide.</li> </ul>

<b>CITY OF DANBURY</b> <b>CANDLEWOOD LAKE AUTHORITY</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1310
Executive Director: Phyllis Schaer			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1310	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
			2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>1310</b>	<b>CANDLEWOOD LAKE AUTHORITY</b>						
5875.3305	Memberships - Candlewood Lake Authority	79,900	81,900	81,900	85,670	85,670	85,670
<b>SUB-TOTAL</b>		<b>79,900</b>	<b>81,900</b>	<b>81,900</b>	<b>85,670</b>	<b>85,670</b>	<b>85,670</b>
<b>TOTAL</b>		<b>79,900</b>	<b>81,900</b>	<b>81,900</b>	<b>85,670</b>	<b>85,670</b>	<b>85,670</b>

<b>CITY OF DANBURY PUBLIC BUILDINGS</b> Superintendent, Public Bldgs.: Sean Hanley <b>ADOPTED BUDGET: 2020-2021</b> Dept. #: 1340		
<b>Statement of Mission:</b>	Public Buildings is responsible for the maintenance and repair of public buildings, their related mechanical systems, the construction of municipal/school buildings for the efficient operation of government, education and public safety.	
<b>Department Goals:</b>	Our goal is to provide facility services in an efficient and timely manner and continue the maintenance, construction and repair of municipal buildings in the City.	
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The City Hall keyscan system was successfully upgraded.</li> <li>• The doors in City Hall have been rekeyed.</li> <li>• Stair well roofs at the Patriot garage have been pgraded.</li> <li>• The boiler and breeching have been replaced, and the chimney at Haystown Avenue school has been lined.</li> <li>• The cooling tower and various coils at Train Museum have been replaced.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Replace roof top units media center area at Danbury High School.</li> <li>• Replace the Underground Storage Tank (UST's) at King Street Intermediate, King Street Primary, Broadview Middle and Rogers Park Middle schools.</li> <li>• Replace the roof at Danbury Public Library and City Hall Addition.</li> <li>• Replace the old work order system.</li> <li>• Upgrade the elevators at Danbury High School, Broadview Middle School and Rogers Park Middle School.</li> </ul>	

<p align="center"><b>CITY OF DANBURY</b>  <b>GENERAL FUND INDIRECT REVENUE</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>
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REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>RENTS</u></b>							
4620.1310	Building	5,250	5,000	4,000	4,500	4,500	4,500
<b>Sub-Total RENTS</b>		<b>5,250</b>	<b>5,000</b>	<b>4,000</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>TOTAL REVENUE</b>		<b>5,250</b>	<b>5,000</b>	<b>4,000</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>

<b>CITY OF DANBURY</b> <b>PUBLIC BUILDINGS</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 1340
Superintendent, Public Bldgs.: Sean Hanley			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1340</b>	<b>PUBLIC BUILDINGS</b>						
5020.1000	Salaries - Regular	777,936	852,213	764,486	857,763	857,763	857,763
5030.1000	Overtime - Salaries	81,479	65,000	87,653	65,000	65,000	65,000
5050.1140	Other Salaries - Other Earnings	0	0	0	18,350	0	0
5250.1620	Other Benefits - Longevity	2,930	3,060	3,060	2,400	2,400	2,400
5250.1630	Other Benefits - Sick Leave	4,098	4,354	3,225	3,718	3,718	3,718
5250.1660	Other Benefits - Shoe Allowance	990	990	990	990	990	990
5250.1670	Other Benefits - Storm Meals	4,400	4,950	4,950	4,950	4,950	4,950
5300.2010	Purch Svcs - Professional Svcs	2,414	10,000	5,000	10,000	7,500	7,500
5300.2040	Purch Svcs - Outside Svcs	7,697	6,818	7,500	10,000	7,500	7,500
5300.2045	Purch Svcs - Communication Svcs	123,710	160,000	140,000	140,000	135,423	135,423
5300.2055	Purch Svcs - Postage	20	40	20	20	20	20
5300.2075	Purch Svcs - Training Courses	330	2,500	2,500	2,500	2,000	2,000
5300.2085	Purch Svcs - Subscriptions/Memberships	1,900	2,000	2,000	2,000	2,000	2,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	13,616	13,616	13,616	14,024	14,024	14,024
5400.2300	Property Services - Cleaning Services	23,214	24,800	24,500	24,937	24,800	24,800
5400.2305	Property Services - Office Services	2,376	2,900	2,380	2,450	2,450	2,450
5500.2405	Maintenance & Repair - Buildings & Structures	52,848	52,062	60,000	60,000	60,000	60,000
5500.2420	Maintenance & Repair - Office Equipment	59	360	360	375	360	360
5500.2450	Maintenance & Repair - Fire Alarms	3,802	4,950	4,100	4,500	4,500	4,500
5600.2500	Materials & Supplies - Office	1,356	1,400	1,400	1,400	1,400	1,400
5600.2525	Materials & Supplies - Custodial	297	2,750	2,500	2,500	2,500	2,500

CITY OF DANBURY PUBLIC BUILDINGS ADOPTED BUDGET: 2020-2021			Dept. #: 1340
Superintendent, Public Bldgs.: Sean Hanley			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	2,879	3,420	3,587	3,700	2,750	2,750
5600.2540	Materials & Supplies - Electrical Service	12,525	14,250	13,950	13,950	13,950	13,950
5600.2545	Materials & Supplies - Heating Fuel	4,085	4,450	3,950	3,950	3,950	3,950
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	2,965	3,000	3,000	3,000	3,000	3,000
5700.2700	Equipment - Office	1,494	1,500	1,500	1,500	1,500	1,500
5700.2730	Equipment - Garage & Shop	4,390	9,140	6,800	7,000	6,800	6,800
5700.2740	Equipment - Communication	600	1,000	1,000	1,000	1,000	1,000
5700.2750	Equipment - Safety	7,476	7,500	7,500	7,500	7,500	7,500
<b>SUB-TOTAL</b>		<b>1,141,885</b>	<b>1,259,023</b>	<b>1,171,527</b>	<b>1,269,477</b>	<b>1,239,748</b>	<b>1,239,748</b>
<b>1350</b>	<b>CITY HALL BUILDING</b>						
5020.1000	Salaries - Regular	0	0	0	0	0	0
5040.1000	Part Time - Salaries	15,623	27,500	11,156	60,762	60,762	60,762
5300.2010	Purch Svcs - Professional Svcs	0	1,500	1,500	1,500	1,500	1,500
5300.2040	Purch Svcs - Outside Svcs	16,223	16,119	16,300	16,800	16,800	16,800
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	500	500	500	515	515	515
5400.2300	Property Services - Cleaning Services	75,824	78,800	78,500	81,225	78,800	78,800
5400.2305	Property Services - Office Services	1,374	1,400	1,375	1,420	1,420	1,420
5500.2405	Maintenance & Repair - Buildings & Structures	50,330	72,119	50,000	45,000	50,000	50,000
5500.2450	Maintenance & Repair - Fire Alarms	2,739	3,300	2,700	2,800	2,800	2,800
5600.2525	Materials & Supplies - Custodial	0	500	500	500	500	500



CITY OF DANBURY PUBLIC BUILDINGS		
Superintendent, Public Bldgs.: Sean Hanley	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 1340

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5600.2540	Materials & Supplies - Electrical Service	162,952	160,075	158,075	158,075	158,075	158,075
5600.2545	Materials & Supplies - Heating Fuel	27,252	27,700	30,000	30,000	28,233	28,233
5700.2700	Equipment - Office	1,563	2,500	2,500	1,330	1,330	1,330
5700.2750	Equipment - Safety	170	170	170	170	170	170
<b>SUB-TOTAL</b>		<b>354,551</b>	<b>392,183</b>	<b>353,276</b>	<b>400,097</b>	<b>400,905</b>	<b>400,905</b>
<b>1360</b>	<b>LIBRARY BUILDING</b>						
5300.2040	Purch Svcs - Outside Svcs	14,827	15,265	15,300	15,800	15,800	15,800
5400.2300	Property Services - Cleaning Services	63,836	66,650	66,071	68,387	66,650	66,650
5400.2305	Property Services - Office Services	888	900	888	910	910	910
5500.2405	Maintenance & Repair - Buildings & Structures	32,068	59,155	45,000	35,000	45,000	45,000
5500.2450	Maintenance & Repair - Fire Alarms	1,039	2,030	2,030	2,080	2,080	2,080
5600.2525	Materials & Supplies - Custodial	0	1,000	1,000	500	500	500
5600.2540	Materials & Supplies - Electrical Service	89,587	95,900	95,900	95,900	91,823	91,823
5600.2545	Materials & Supplies - Heating Fuel	20,432	23,500	23,000	23,000	20,500	20,500
<b>SUB-TOTAL</b>		<b>222,678</b>	<b>264,400</b>	<b>249,189</b>	<b>241,577</b>	<b>243,263</b>	<b>243,263</b>
<b>1371</b>	<b>POLICE STATION BUILDING - 375 MAIN</b>						
5300.2040	Purch Svcs - Outside Svcs	80,132	85,715	85,745	88,327	85,000	85,000
5300.2045	Purch Svcs - Communication Svcs	2,929	2,000	2,000	2,000	2,000	2,000
5400.2300	Property Services - Cleaning Services	140,025	144,926	144,917	149,990	144,144	144,144
5400.2305	Property Services - Office Services	216	500	456	475	475	475

CITY OF DANBURY PUBLIC BUILDINGS ADOPTED BUDGET: 2020-2021			Dept. #: 1340
Superintendent, Public Bldgs.: Sean Hanley			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5500.2405	Maintenance & Repair - Buildings & Structures	23,528	55,065	40,000	45,000	30,000	30,000
5500.2450	Maintenance & Repair - Fire Alarms	2,482	4,545	4,545	4,668	4,668	4,668
5600.2525	Materials & Supplies - Custodial	999	750	750	500	500	500
5600.2540	Materials & Supplies - Electrical Service	181,696	212,550	214,550	214,550	202,040	202,040
5600.2545	Materials & Supplies - Heating Fuel	41,504	48,000	48,000	48,000	43,000	43,000
<b>SUB-TOTAL</b>		<b>473,511</b>	<b>554,051</b>	<b>540,963</b>	<b>553,510</b>	<b>511,827</b>	<b>511,827</b>
<b>1380</b>	<b>SENIOR CENTER BUILDING</b>						
5300.2040	Purch Svcs - Outside Svcs	8,824	8,824	8,824	9,090	8,000	8,000
5400.2300	Property Services - Cleaning Services	14,974	16,027	15,498	16,039	16,027	16,027
5400.2305	Property Services - Office Services	432	432	432	445	0	0
5500.2405	Maintenance & Repair - Buildings & Structures	2,999	5,801	7,500	7,500	7,500	7,500
5500.2450	Maintenance & Repair - Fire Alarms	708	1,943	1,943	1,990	1,500	1,500
5600.2525	Materials & Supplies - Custodial	398	500	500	500	500	500
5600.2540	Materials & Supplies - Electrical Service	17,643	18,423	18,423	18,423	18,000	18,000
5600.2545	Materials & Supplies - Heating Fuel	7,273	8,200	8,200	8,200	7,521	7,521
<b>SUB-TOTAL</b>		<b>53,252</b>	<b>60,150</b>	<b>61,320</b>	<b>62,187</b>	<b>59,048</b>	<b>59,048</b>
<b>1385</b>	<b>OLD JAIL BUILDING</b>						
5300.2040	Purch Svcs - Outside Svcs	776	875	1,452	1,750	1,200	1,200
5400.2300	Property Services - Cleaning Services	8,018	8,345	8,300	8,590	8,345	8,345
5400.2305	Property Services - Office Services	216	240	216	240	240	240

CITY OF DANBURY PUBLIC BUILDINGS ADOPTED BUDGET: 2020-2021			Dept. #: 1340
Superintendent, Public Bldgs.: Sean Hanley			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5500.2405	Maintenance & Repair - Buildings & Structures	4,292	8,040	6,500	6,500	6,500	6,500
5500.2450	Maintenance & Repair - Fire Alarms	200	1,000	900	950	700	700
5600.2525	Materials & Supplies - Custodial	0	200	200	200	200	200
5600.2540	Materials & Supplies - Electrical Service	5,814	7,452	7,452	7,452	7,452	7,452
5600.2545	Materials & Supplies - Heating Fuel	6,779	7,200	7,200	7,200	6,800	6,800
<b>SUB-TOTAL</b>		<b>26,096</b>	<b>33,352</b>	<b>32,220</b>	<b>32,882</b>	<b>31,437</b>	<b>31,437</b>
<b>1390</b>	<b>OLD LIBRARY BUILDING</b>						
5300.2040	Purch Svcs - Outside Svcs	4,991	4,935	4,935	5,300	5,300	5,300
5400.2300	Property Services - Cleaning Services	9,114	9,682	9,433	9,800	9,682	9,682
5400.2305	Property Services - Office Services	216	300	216	225	225	225
5500.2405	Maintenance & Repair - Buildings & Structures	10,078	14,085	13,000	7,500	13,000	13,000
5500.2450	Maintenance & Repair - Fire Alarms	251	875	875	900	750	750
5600.2525	Materials & Supplies - Custodial	91	200	200	200	100	100
5600.2540	Materials & Supplies - Electrical Service	14,158	16,418	14,418	14,418	14,418	14,418
5600.2545	Materials & Supplies - Heating Fuel	5,032	5,300	5,300	5,300	4,907	4,907
<b>SUB-TOTAL</b>		<b>43,930</b>	<b>51,795</b>	<b>48,377</b>	<b>43,643</b>	<b>48,382</b>	<b>48,382</b>
<b>1391</b>	<b>PARK BUILDING</b>						
5300.2040	Purch Svcs - Outside Svcs	4,912	5,237	5,244	5,450	5,450	5,450
5400.2300	Property Services - Cleaning Services	6,193	7,005	6,408	6,650	7,005	7,005
5400.2305	Property Services - Office Services	1,836	1,840	1,836	1,895	1,895	1,895

CITY OF DANBURY PUBLIC BUILDINGS ADOPTED BUDGET: 2020-2021			Dept. #: 1340
Superintendent, Public Bldgs.: Sean Hanley			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
1340	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5500.2405	Maintenance & Repair - Buildings & Structures	31,899	28,877	30,000	30,000	30,000	30,000
5500.2450	Maintenance & Repair - Fire Alarms	3,014	5,196	5,196	5,344	4,277	4,277
5600.2525	Materials & Supplies - Custodial	1,260	1,500	1,500	1,500	1,500	1,500
5600.2540	Materials & Supplies - Electrical Service	63,490	72,625	73,625	73,625	70,655	70,655
5600.2545	Materials & Supplies - Heating Fuel	17,569	22,000	22,000	22,000	20,000	20,000
<b>SUB-TOTAL</b>		<b>130,174</b>	<b>144,280</b>	<b>145,809</b>	<b>146,464</b>	<b>140,782</b>	<b>140,782</b>
<b>3010</b>	<b>PUBLIC BUILDINGS - MAINTENANCE &amp; REPAIR</b>						
5300.2040	Purch Svcs - Outside Svcs	389,391	402,214	409,742	523,000	450,000	450,000
5300.2043	Purch Svcs - Storm Meals	72	500	500	500	500	500
5400.2305	Property Services - Office Services	10,192	6,200	5,712	5,900	5,900	5,900
5500.2405	Maintenance & Repair - Buildings & Structures	258,790	274,439	278,000	285,500	278,000	278,000
5500.2435	Maintenance & Repair - Sewage System	500	1,000	1,000	1,000	1,000	1,000
5500.2450	Maintenance & Repair - Fire Alarms	42,240	44,635	43,550	45,000	44,000	44,000
<b>SUB-TOTAL</b>		<b>701,186</b>	<b>728,988</b>	<b>738,504</b>	<b>860,900</b>	<b>779,400</b>	<b>779,400</b>
<b>TOTAL</b>		<b>3,147,263</b>	<b>3,488,222</b>	<b>3,341,185</b>	<b>3,610,737</b>	<b>3,454,792</b>	<b>3,454,792</b>

**CITY OF DANBURY  
PUBLIC BUILDINGS**

Superintendent, Public Bldgs.: Sean Hanley

**ADOPTED BUDGET: 2020-2021**

Dept. #: 1340

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
SUPERINTENDENT OF PUBLIC BUILDINGS	1		1	113,528	113,528
FOREMAN II	1		1	77,015	77,015
* SECRETARY/BOOKKEEPER	1		1	68,055	68,055
* LEAD MECHANIC	1		1	66,102	66,102
* MAINTENANCE MECHANIC III	8		8	64,812-66,893	533,063
* CUSTODIAN	1		1	51,563	0
<b>TOTAL</b>	<b><u>13</u></b>		<b><u>13</u></b>		<b>857,763</b>

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY POLICE DEPARTMENT ADOPTED BUDGET: 2020-2021</b></p> <p>Chief of Police: Patrick Ridenhour <span style="float: right;">Dept. #: 2000</span></p>	
<b>Statement of Mission:</b>	To provide an environment for the people of Danbury that is free from the fear of crime, where people can enjoy a high quality of life, and the entire community can prosper. The Danbury Police Department will deliver the best community-oriented police services to the people of Danbury.
<b>Department Goals:</b>	The goal of the Danbury Police Department is to maintain involvement in the community both on and off duty and respond to its ever-changing needs. The Department's objective is to employ best practices in law enforcement, manage up, and break down the silos that often form in large government agencies. Additionally, with the collective efforts of the personnel in Records, Administration and Professional Standards, our employees consistently make Danbury the safest large city in Connecticut.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Police Department (PD) has maintained its Tier III Accreditation from the State of CT POSTC. The mental health and wellness program continues to progress.</li> <li>• In 2019, PD completed testing of body cameras, selected a vendor, and secured funding.</li> <li>• In December 2019, the Telestaff Automated Scheduling system went live for the majority of our sworn personnel.</li> <li>• PD implemented new disciplinary procedures, replacing a code of conduct that had not been updated in ~40 years.</li> <li>• We put additional foot patrols downtown during the summer, supplementing foot and bike patrols done by our Community Conditions Unit.</li> <li>• We are a member of the Danbury Works Initiative, a collaboration working to reduce poverty and increase awareness.</li> <li>• As part of this initiative we have been part of several successful community outreach events, including one at HQ that drew nearly 500 residents.</li> <li>• The City has had another successful year with regard to overall crime statistics.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Work with the City's Human Resources to get our staffing up to budgeted levels (entry-level exam scheduled for January 2020)</li> <li>• Maintain our POSTC Tier III Accreditation. Provide training opportunities and special assignments for professional development</li> <li>• Enhance our officer wellness programs. Provide training and equipment to handle critical incidents</li> <li>• Continue with plans to increase presence in the downtown area to address concerns of both residents and merchants</li> <li>• Continue our partnerships to maintain positive police-community relationships</li> </ul>

**CITY OF DANBURY  
POLICE DEPARTMENT  
ADOPTED BUDGET: 2020-2021**

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The mission of the Danbury Police Department is to provide an environment that is free from the fear of crime, where all people can enjoy a high quality of life, and the entire Danbury community can prosper.

<b>Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Adult Arrests	1,441	1,727	1,800	1,800	1,800	1,800	1,800
Juvenile Arrests	173	248	250	250	250	200	200
Calls for Service	70,765	52,669	95,000	72,000	75,000	58,000	58,000
Part 1 Crimes	1,461	1,131	1,400	1,400	1,400	1,200	1,200
Traffic Accidents	4,602	4,272	3,500	3,500	3,500	3,900	3,900
Traffic Enforcement	6,189	6,035	6,000	7,000	7,000	6,800	6,800

**Capital Budget: FY20/21**

<b>PROJECT DESCRIPTION</b>	<b>Priority</b>	<b>Total Cost</b>	<b>General Fund Capital</b>	<b>SOURCE FOR FUNDS</b>		<b>Capital Budget FY 20/21</b>
				<b>Other St./Federal (Grant)</b>	<b>Existing Capital Budget</b>	
Vehicle Replacement Program	Existing	\$ 7,560,000	\$ 450,000	\$ -	\$ 6,910,000	\$ 450,000
Communication Equipment Replacement Program	Existing	\$ 195,000	\$ 65,000	\$ -	\$ 130,000	\$ 65,000
Patrol Critical Incident Response Equipment	Urgent	\$ 50,000	\$ 50,000	\$ -		\$ 50,000
Body Camera Project	Existing	\$ 120,000	\$ 71,750	\$ -	\$ 35,000	\$ 71,750

**Sustainable Danbury:**

The Danbury Police Department will continue to maintain its efficiency and high quality of service through training, technology, and transparency.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-2, "Administrative Departments" and Section 6-3, "Appointments of Officers, Employees of City" and Chapter VI, Section 6-9, "Police Department" in the City of Danbury Charter

**Data Reference(s):**

- Internal computer system

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Chief of Police: Patrick Ridenhour

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2000

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2060	Police - License & Permits	18,907	20,000	11,000	20,000	16,000	16,000
4200.2080	Alarm Registrations	210	200	350	200	200	200
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>19,117</b>	<b>20,200</b>	<b>11,350</b>	<b>20,200</b>	<b>16,200</b>	<b>16,200</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4280	Police Fingerprints	522	0	0	0	0	0
4400.4300	Police Reports	23,008	20,000	20,000	20,000	20,000	20,000
4400.4320	Police Special Services	2,780,730	0	0	0	0	0
4400.4425	Spec Svcs Admin Charge	0	225,000	0	225,000	225,000	225,000
4400.4430	Bingo Fees	6,435	0	6,000	4,000	4,000	4,000
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>2,810,695</b>	<b>245,000</b>	<b>26,000</b>	<b>249,000</b>	<b>249,000</b>	<b>249,000</b>
<b><u>FINES &amp; PENALTIES</u></b>							
4510.5020	Parking Violations	82,310	75,000	35,000	45,000	45,000	45,000
4510.5040	Parking Violation Penlts	7,085	4,500	4,000	4,500	4,000	4,000
4510.5060	State Court Fines	139,815	95,000	60,000	70,000	70,000	70,000
4510.5070	Noise Violations	225	0	0	0	0	0
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>229,435</b>	<b>174,500</b>	<b>99,000</b>	<b>119,500</b>	<b>119,000</b>	<b>119,000</b>
<b>TOTAL REVENUE</b>		<b>3,059,247</b>	<b>439,700</b>	<b>136,350</b>	<b>388,700</b>	<b>384,200</b>	<b>384,200</b>



<b>CITY OF DANBURY</b> <b>POLICE DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2000
Chief of Police: Patrick Ridenhour			

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2000	ACCOUNT DESCRIPTION	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2020-2021
<b>2000</b>	<b>POLICE DEPARTMENT</b>					
5020.1000	Salaries - Regular	12,997,676	13,763,133	13,285,367	14,131,031	13,788,515
5020.4659	Salaries - Reimbursement of Expenditures	-71,507	0	-64,125	0	0
5030.1000	Overtime - Salaries	1,924,573	2,125,000	1,873,401	2,315,000	2,125,000
5030.4659	Overtime - Reimbursement of Expenditures	0	0	-8,794	0	0
5040.1000	Part Time - Salaries	34,830	40,000	37,373	39,465	39,465
5040.1090	Part Time - Special Duty Police	1,804	511	570	95,160	80,941
5050.1140	Other Salaries - Other Earnings	0	0	0	5,385	10,000
5060.1150	Special Services - Special Services	2,076,397	0	0	0	0
5250.1620	Other Benefits - Longevity	65,898	60,620	60,620	66,370	66,370
5250.1630	Other Benefits - Sick Leave	61,110	50,846	46,000	66,573	66,573
5250.1655	Other Benefits - Uniform Allowance	246,900	261,800	250,300	261,800	261,800
5250.1680	Other Benefits - Holiday - Police/Fire	585,361	600,000	579,009	635,102	622,066
5250.1690	Other Benefits - Educational Credits	65,400	69,865	70,000	66,645	66,645
5300.2010	Purch Svcs - Professional Svcs	21,856	10,600	11,600	102,500	42,500
5300.2019	Purch Svcs - Crossing Guards	381,025	396,000	396,000	410,000	410,000
5300.2040	Purch Svcs - Outside Svcs	42,927	57,000	63,457	67,550	60,000
5300.2045	Purch Svcs - Communication Svcs	50,535	56,000	58,000	60,900	60,900
5300.2050	Purch Svcs - Shipping	577	200	200	200	200
5300.2055	Purch Svcs - Postage	1,954	3,300	2,056	4,150	3,300
5300.2060	Purch Svcs - Travel/Mileage	1,732	1,000	500	750	1,000
5300.2075	Purch Svcs - Training Courses	23,282	32,750	38,250	76,250	40,000
5300.2080	Purch Svcs - Conferences	7,934	24,600	25,022	32,000	8,350

<b>CITY OF DANBURY</b> <b>POLICE DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2000
Chief of Police: Patrick Ridenhour			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5300.2085	Purch Svcs - Subscriptions/Memberships	4,273	4,590	4,325	8,255	4,290	4,290
5300.2090	Purch Svcs - Printing & Binding	2,074	3,250	2,800	7,300	3,250	3,250
5300.2110	Purch Svcs - Police Evidence	16,825	20,000	18,500	23,000	20,000	20,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	281,963	281,963	281,963	290,845	290,845	290,845
5500.2420	Maintenance & Repair - Office Equipment	28,648	70,000	49,605	207,904	70,000	70,000
5500.2495	Maintenance & Repair - Other	51,723	56,000	54,432	57,200	56,000	56,000
5600.2500	Materials & Supplies - Office	22,687	25,000	25,000	40,000	25,000	25,000
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	1,507	4,500	4,500	6,920	5,500	5,500
5600.2550	Materials & Supplies - Motor Fuel	164,461	205,000	180,000	205,000	180,000	180,000
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	1,270	1,250	1,250	2,500	1,250	1,250
5600.2575	Materials & Supplies - Industrial Chemicals	46,764	64,426	56,200	93,500	62,500	62,500
5600.2600	Materials & Supplies - K9 Purchase	4,795	18,400	21,912	21,512	21,512	21,512
5700.2700	Equipment - Office	0	1,000	1,000	29,216	1,000	1,000
5700.2740	Equipment - Communication	487	25,000	25,000	45,000	25,000	25,000
5700.2755	Equipment - Public Safety	28,009	20,205	10,000	39,000	29,000	29,000
5700.2795	Equipment - Other	4,755	5,280	5,500	145,778	5,500	5,500
5870.3242	Contributions/Grants - Explorers	0	4,210	4,210	4,210	4,210	4,210
<b>SUB-TOTAL</b>		<b>19,180,503</b>	<b>18,363,299</b>	<b>17,471,003</b>	<b>19,663,971</b>	<b>18,558,482</b>	<b>18,558,482</b>
<b>TOTAL</b>		<b>19,180,503</b>	<b>18,363,299</b>	<b>17,471,003</b>	<b>19,663,971</b>	<b>18,558,482</b>	<b>18,558,482</b>

<b>CITY OF DANBURY POLICE DEPARTMENT</b>		
Chief of Police: Patrick Ridenhour	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 2000

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)		
CHIEF OF POLICE	1		145,253	145,253
DEPUTY CHIEF	1		131,961	131,961
ADMINISTRATIVE SERVICES MANAGER	1		68,497	68,497
EXECUTIVE SECRETARY	1		71,810	71,810
* DETECTIVE CAPTAIN	1		109,520-119,601	119,601
* CAPTAIN	2		105,824-115,555	231,110
* DETECTIVE LIEUTENANT	3		101,630-109,911	329,733
* LIEUTENANT	7		98,004-105,992	741,944
* DETECTIVE SERGEANT	3		93,829-99,996	299,988
* SERGEANT	21		90,858-96,829	2,033,409
* DETECTIVE POLICE OFFICER	20		73,907-89,659	1,787,643
* POLICE OFFICER	95		60,669-86,593	7,631,781
* (PF) CLERK TYPIST II	5		52,107	260,535
(A) CHIEF OF STAFF	0.5		48,178	48,178
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)				(112,928)
<b>TOTAL</b>	<b><u>161.5</u></b>		<b><u>161.5</u></b>	<b>13,788,515</b>

(A) 1/2 Mayor's Office; 1/2 Police Department

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<p style="text-align: center;"><b>CITY OF DANBURY FIRE DEPARTMENT</b></p> <p>Acting Fire Chief: Mark Omasta <span style="float: right;"><b>ADOPTED BUDGET: 2020-2021</b></span> <span style="float: right;">Dept. #: 2010</span></p>	
<b>Statement of Mission:</b>	Our mission is to protect the safety of all citizens of the City against the risks of fire and other emergencies, natural or man-made. This is accomplished through dedicated education of the public, training of our personnel, and efficient rapid response of the resources of the department.
<b>Department Goals:</b>	As an all-hazard emergency response agency, the goal of the Danbury Fire Department is to provide for the safety and security of citizens and visitors to Danbury, with a primary focus providing the best possible customer service on every call. The Fire Department's objective is to remain prepared and educated through rigorous training and attending various educational forums throughout their career.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The former 911 Dispatch Center has been completed and remodeled into a multi-purpose room at Headquarters.</li> <li>• The renovation of the Headquarters boiler room for storage use has been completed.</li> <li>• The Fire Department successfully continued the second phase of radio infrastructure buildout project.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Build a new storage facility on City property adjacent to Station 26.</li> <li>• Continue radio infrastructure build-out including microwave transmitter/receivers.</li> <li>• Add marine response to the Fire Department, consisting of a Public Safety boat and dock buildout on Candlewood Lake.</li> </ul>

**CITY OF DANBURY  
FIRE DEPARTMENT  
ADOPTED BUDGET: 2020-2021**

Acting Fire Chief: Mark Omasta

Dept. #: 2010

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The primary mission of the Danbury Fire Department is to protect the life, property, and environment of all citizens in the most efficient and safe manner possible. The department's goal is to reduce the incident of fire and accident through education, building inspections, and emergency response. The department handles thousands of emergency responses and face to face citizen interactions each year. The department prides itself in providing excellent customer service. Throughout the year, the department is proactive through our education sessions in the schools, our fire code enforcement inspections and pre-construction plan review process. Emergency responses and related activities complete the efforts to ensure our citizens and visitors to Danbury a safe and secure environment.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Total Responses	9,400	9,709	10,604	11,326	10,974	11,710	12,200
Fire Runs	3,810	4,199	4,574	5,414	5,581	5,588	5,800
Inspections Performed	5,954	7,162	6,433	4,940	3,186	4,790	6,500
Rescue Runs	5,280	5,464	6,030	5,912	5,393	6,122	6,400
Structure Fires	65	75	83	92	83	83	83

**Capital Budget: FY20/21**

PROJECT DESCRIPTION	Priority	Total Cost	General Fund Capital	SOURCE FOR FUNDS			
				Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund	Existing Capital Budget	Capital Budget FY 20/21
Fire Tools Replacement Program Allocation	Existing	\$ 700,000	\$ 25,000	\$ -	\$ -	\$ 340,000	\$ 25,000
Apparatus Replacement/FM & Rescue Vehicles	Existing	\$ 1,241,803	\$ 220,000	\$ -	\$ -	\$ 321,803	\$ 220,000
Turnout Gear	Existing	\$ 950,000	\$ 50,000	\$ -	\$ -	\$ 650,000	\$ 50,000
Fire Training School/Tower Compliance Requirements	Urgent	\$ 575,000	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000
Self Contained Breathing Apparatus Equipment	Urgent	\$ 800,000	\$ 80,000	\$ 720,000	\$ -	\$ -	\$ 800,000

**Sustainable Danbury:**

Danbury Fire Department (DFD) will provide 21st century level emergency response to evolving community needs through fire, medical, and rescue calls, and public education and code enforcement, by continually improving our services and efficiency through staff training, public outreach, and equipment, software, and technology upgrades.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chap. VI, Section 6-2, "Administrative Depts" and Section 6-3, "Appointments of Officers & Employees of City" & Chap. VI, Section 6-10, "Fire Department" in the Charter

**Data Reference(s):**

- Fire Department Logs

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Acting Fire Chief: Mark Omasta

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2010

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2100	Permits&Reports Registrat	2,510	1,250	700	875	1,125	1,125
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>2,510</b>	<b>1,250</b>	<b>700</b>	<b>875</b>	<b>1,125</b>	<b>1,125</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4340	Charges for Services - Fire Department Services	81	0	0	0	0	0
4400.4360	Fire Marshal Inspections	72,660	75,000	65,000	88,000	67,500	67,500
4400.4380	Fire Marshal Plan Reviews	27,895	41,000	32,000	38,000	37,000	37,000
4400.4400	Fire Special Services	110,257	0	0	96,000	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>210,893</b>	<b>116,000</b>	<b>97,000</b>	<b>222,000</b>	<b>104,500</b>	<b>104,500</b>
<b>TOTAL REVENUE</b>		<b>213,403</b>	<b>117,250</b>	<b>97,700</b>	<b>222,875</b>	<b>105,625</b>	<b>105,625</b>

<b>CITY OF DANBURY</b> <b>FIRE DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2010
Acting Fire Chief: Mark Omasta			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2010	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2010</b>	<b>FIRE DEPARTMENT</b>						
5020.1000	Salaries - Regular	9,444,896	10,423,365	9,948,494	10,583,747	10,583,747	10,583,747
5020.4659	Salaries - Reimbursement of Expenditures	-74,982	0	-25,720	0	0	0
5030.1000	Overtime - Salaries	1,328,210	1,553,000	1,756,264	1,749,350	1,553,000	1,553,000
5030.1100	Overtime - Volunteer Training	39,558	35,000	42,772	44,796	35,000	35,000
5030.4659	Overtime - Reimbursement of Expenditures	-20,319	0	-4,345	0	0	0
5040.1000	Part Time - Salaries	0	7,500	8,250	26,000	26,000	26,000
5050.1140	Other Salaries - Other Earnings	0	0	0	288,174	0	0
5060.1150	Special Services - Special Services	82,678	0	0	0	0	0
5250.1620	Other Benefits - Longevity	36,610	30,925	32,110	38,510	38,510	38,510
5250.1630	Other Benefits - Sick Leave	23,673	20,112	19,380	26,688	26,688	26,688
5250.1655	Other Benefits - Uniform Allowance	83,950	85,500	85,500	86,450	86,450	86,450
5250.1680	Other Benefits - Holiday - Police/Fire	597,177	633,885	633,463	696,247	650,142	650,142
5250.1690	Other Benefits - Educational Credits	117,668	115,000	114,074	126,800	118,000	118,000
5300.2010	Purch Svcs - Professional Svcs	38,175	40,000	35,000	132,550	60,000	60,000
5300.2040	Purch Svcs - Outside Svcs	512	1,000	800	1,600	1,000	1,000
5300.2045	Purch Svcs - Communication Svcs	28,762	45,110	40,000	46,526	46,526	46,526
5300.2055	Purch Svcs - Postage	842	1,000	1,000	1,850	1,000	1,000
5300.2060	Purch Svcs - Travel/Mileage	0	1,408	1,407	4,500	500	500
5300.2075	Purch Svcs - Training Courses	86,623	90,000	85,000	93,900	90,000	90,000
5300.2080	Purch Svcs - Conferences	19,861	20,000	14,996	24,900	20,000	20,000
5300.2085	Purch Svcs - Subscriptions/Memberships	3,288	3,519	3,789	5,378	3,800	3,800

<b>CITY OF DANBURY</b> <b>FIRE DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2010
Acting Fire Chief: Mark Omasta			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2010	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5300.2090	Purch Svcs - Printing & Binding	1,098	1,375	1,075	1,375	1,100	1,100
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	131,594	131,594	131,594	135,542	135,542	135,542
5400.2300	Property Services - Cleaning Services	1,633	5,220	3,998	14,405	4,000	4,000
5400.2310	Property Services - Rental Real Estate	21,550	22,628	22,628	22,628	22,628	22,628
5500.2405	Maintenance & Repair - Buildings & Structures	69,096	101,574	84,000	71,200	70,000	70,000
5500.2406	Maintenance & Repair - Training School	18,576	29,710	14,710	13,304	13,304	13,304
5500.2415	Maintenance & Repair - Automotive Equipment	86,137	78,592	70,000	90,000	75,000	75,000
5500.2420	Maintenance & Repair - Office Equipment	9,688	14,110	14,110	21,110	14,110	14,110
5500.2495	Maintenance & Repair - Other	26,506	50,781	47,976	92,475	50,000	50,000
5600.2500	Materials & Supplies - Office	3,223	4,500	4,500	6,153	4,500	4,500
5600.2525	Materials & Supplies - Custodial	9,077	8,579	8,579	10,593	9,679	9,679
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	18,403	21,727	21,727	21,727	22,727	22,727
5600.2540	Materials & Supplies - Electrical Service	80,065	98,325	90,000	90,000	90,000	90,000
5600.2545	Materials & Supplies - Heating Fuel	49,764	57,000	52,000	52,000	52,000	52,000
5600.2550	Materials & Supplies - Motor Fuel	63,489	79,000	74,000	74,000	74,000	74,000
5600.2555	Materials & Supplies - Lubrication	1,221	1,500	1,500	1,500	1,500	1,500
5600.2560	Materials & Supplies - Tires	13,941	18,000	18,000	20,000	16,000	16,000
5600.2575	Materials & Supplies - Industrial Chemicals	7,092	4,400	4,400	8,900	5,400	5,400



<b>CITY OF DANBURY</b> <b>FIRE DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2010
Acting Fire Chief: Mark Omasta			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2010	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5600.2695	Materials & Supplies - Miscellaneous	2,523	5,000	5,000	6,100	5,000	5,000
5700.2730	Equipment - Garage & Shop	2,256	3,000	2,000	4,750	2,500	2,500
5700.2735	Equipment - Blades & Chains	0	2,000	1,000	3,000	1,500	1,500
5700.2740	Equipment - Communication	11,835	11,000	11,000	14,000	11,000	11,000
5700.2755	Equipment - Public Safety	10,934	13,945	13,945	13,945	13,945	13,945
5700.2795	Equipment - Other	7,447	7,500	7,500	10,000	7,500	7,500
5870.3200	Contributions/Grants - Volunteer Fire	468,000	468,000	468,000	524,000	468,000	468,000
<b>SUB-TOTAL</b>		<b>12,952,331</b>	<b>14,345,384</b>	<b>13,965,476</b>	<b>15,300,674</b>	<b>14,511,298</b>	<b>14,511,298</b>
<b>2015</b>	<b>DISPATCH</b>						
5300.2011	Purch Svcs - Dispatch Center Staff	2,144,533	2,144,534	2,144,534	2,144,534	2,144,534	2,144,534
5300.2012	Purch Svcs - Public Safety Advocate	269,100	269,100	269,100	269,100	269,100	269,100
5300.2013	Purch Svcs - Dispatch Technical Support	93,900	93,900	93,900	93,900	93,900	93,900
5300.2021	Purch Svcs - GIS Services	43,228	35,000	35,000	45,000	45,000	45,000
5300.2045	Purch Svcs - Communication Svcs	81,464	106,210	89,604	72,137	72,137	72,137
5500.2420	Maintenance & Repair - Office Equipment	24,748	51,000	65,917	77,216	77,216	77,216
5700.2700	Equipment - Office	589	1,500	1,500	1,500	1,500	1,500
5700.2765	Equipment - Technology	11,556	15,000	15,000	15,000	11,613	11,613
<b>SUB-TOTAL</b>		<b>2,669,119</b>	<b>2,716,244</b>	<b>2,714,555</b>	<b>2,718,387</b>	<b>2,715,000</b>	<b>2,715,000</b>
<b>TOTAL</b>		<b>15,621,450</b>	<b>17,061,628</b>	<b>16,680,031</b>	<b>18,019,061</b>	<b>17,226,298</b>	<b>17,226,298</b>

**CITY OF DANBURY  
FIRE DEPARTMENT**

Acting Fire Chief: Mark Omasta

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2010

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)		
FIRE CHIEF	1		144,960	144,960
ASSISTANT FIRE CHIEF	1		131,961	131,961
* DEPUTY CHIEF	4		112,096	448,384
* FIRE MARSHAL	1		07,4898-112,096	112,096
* DRILL MASTER	1		07,4898-112,096	112,096
* COMMUNICATIONS COORDINATOR	1		101,165	101,165
* EMS COORDINATOR	1		101,965	101,965
* DEPUTY FIRE MARSHAL	6		98,856-101,165	606,990
* SUPERINTENDENT OF APPARATUS	1		98,856-101,165	101,165
* CAPTAIN	4		98,856-101,165	404,660
* LIEUTENANT	24		85,373-92,930	2,226,447
* ASSISTANT MECHANIC	1		85,373-92,930	89,059
* FIREFIGHTER	74		61,693-81,840	5,880,368
* SECRETARY/BOOKKEEPER	1		63,518	63,518
* OFFICE ASSISTANT	0	1	58,913	58,913
* SECRETARY	1	-1	54,382	0
<b>TOTAL</b>	<b><u>122</u></b>		<b><u>122</u></b>	<b>10,583,747</b>

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY BUILDING INSPECTOR ADOPTED BUDGET: 2020-2021</b></p> <p>Building Official: Dave Newland <span style="float: right;">Dept. #: 2020</span></p>	
<b>Statement of Mission:</b>	The Building Department is a key division for planning the future of the City of Danbury. We monitor for code compliance during new construction, additions, and renovations throughout the life of a building, from the planning stages, to approvals, through all required inspections, to its completion, and any problems that may arise thereafter.
<b>Department Goals:</b>	The Building Department is the agency that that is responsible for enforcing the State Building Codes. These Codes apply to the construction, alteration, replacement, repair, equipment installation, use and occupancy, demolition and removal of every building or structure or any appurtenances connected or attached to such buildings or structures. The Building Department works closely with all other land use Departments for compliance.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Our Building Officials performed over 9,966 inspections, resulting in strong commercial and residential growth.</li> <li>• The West Side continues to grow with Toll Brothers projects, resulting in 93 Certificates of Occupancy for residential properties at the Reserve.</li> <li>• Large renovation projects at Boehringer and Danbury Hospital were closely monitored by Building Officials team.</li> <li>• Our office has researched and fulfilled over 1,200 requests from law offices, banks, and real estate professionals for information related to Certificates of Occupancy, permits, inspections, and code violations.</li> <li>• The new Online Permit Portal updated the way our Building Inspectors complete their work, access review plans and applications, submitting inspection results, and the ability to interact electronically with residents and contractors.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Construction in Danbury is expected to remain steady and vibrant. Projects include new senior living communities at Wooster Heights, The Reserve, the addition of 149 residential units, plus 1,800 square fee of retail space at the old News Times location on Main Street.</li> <li>• We will work with property owners to resolve open permits lacking inspections and ensuring compliance with the Connecticut State Building Code.</li> <li>• Continue reorganizing and improving storage methods for archived permits and drawings. The new Online Permit System enables us to store new records digitally, upload and store historical records online.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Building Official: Dave Newland

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2020

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2120	Building Department	1,589,882	2,000,000	1,500,000	1,750,000	1,750,000	1,750,000
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>1,589,882</b>	<b>2,000,000</b>	<b>1,500,000</b>	<b>1,750,000</b>	<b>1,750,000</b>	<b>1,750,000</b>
<b>TOTAL REVENUE</b>		<b>1,589,882</b>	<b>2,000,000</b>	<b>1,500,000</b>	<b>1,750,000</b>	<b>1,750,000</b>	<b>1,750,000</b>

<b>CITY OF DANBURY</b> <b>BUILDING INSPECTOR</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2020
Building Official: Dave Newland			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2020	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2020</b>	<b>BUILDING INSPECTOR</b>						
5020.1000	Salaries - Regular	536,675	587,110	531,114	668,085	570,975	570,975
5030.1000	Overtime - Salaries	13,136	11,000	11,022	11,000	11,000	11,000
5030.4659	Overtime - Reimbursement of Expenditures	-11,502	0	-7,294	0	0	0
5050.1140	Other Salaries - Other Earnings	0	0	0	15,785	0	0
5250.1620	Other Benefits - Longevity	2,075	2,075	2,075	2,075	2,075	2,075
5250.1630	Other Benefits - Sick Leave	5,305	8,163	6,229	8,967	8,967	8,967
5300.2010	Purch Svcs - Professional Svcs	0	193	175	1,200	1,000	1,000
5300.2040	Purch Svcs - Outside Svcs	18	2,500	500	2,000	2,000	2,000
5300.2045	Purch Svcs - Communication Svcs	2,269	3,275	3,275	3,389	3,389	3,389
5300.2055	Purch Svcs - Postage	174	300	300	300	300	300
5300.2060	Purch Svcs - Travel/Mileage	809	1,000	800	1,000	1,000	1,000
5300.2075	Purch Svcs - Training Courses	1,104	900	900	900	900	900
5300.2080	Purch Svcs - Conferences	768	1,150	1,000	1,000	1,000	1,000
5300.2085	Purch Svcs - Subscriptions/Memberships	975	1,000	900	1,000	1,000	1,000
5300.2090	Purch Svcs - Printing & Binding	105	755	450	500	500	500
5300.2095	Purch Svcs - Legal & Public Notices	0	0	250	250	250	250
5300.4659	Purch Svcs - Reimbursement of Expenditures	-248	0	-406	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	11,056	11,056	11,056	11,388	11,388	11,388
5500.2420	Maintenance & Repair - Office Equipment	1,621	1,604	1,604	1,604	1,559	1,559
5600.2500	Materials & Supplies - Office	1,387	1,000	1,000	1,000	1,000	1,000

<b>CITY OF DANBURY</b> <b>BUILDING INSPECTOR</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2020
Building Official: Dave Newland			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2020	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	0	200	200	200	200	200
5700.2750	Equipment - Safety	367	760	510	510	500	500
<b>SUB-TOTAL</b>		<b>566,094</b>	<b>634,041</b>	<b>565,660</b>	<b>732,153</b>	<b>619,003</b>	<b>619,003</b>
<b>TOTAL</b>		<b>566,094</b>	<b>634,041</b>	<b>565,660</b>	<b>732,153</b>	<b>619,003</b>	<b>619,003</b>

**CITY OF DANBURY  
BUILDING DEPARTMENT  
ADOPTED BUDGET: 2020-2021**

Building Official: Dave Newland

Dept. #: 2020

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
BUILDING INSPECTOR	1		1	113,528	113,528
* (PF) ASSISTANT BUILDING INSPECTOR	6		6	63,122-82,563	437,053
* ELECTRICAL INSPECTOR	1		1	63,122	63,122
* SECRETARY	1		1	54,382	54,382
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(97,110)
<b>TOTAL</b>	<b><u>9</u></b>		<b><u>9</u></b>		<b>570,975</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<b>CITY OF DANBURY CIVIL PREPAREDNESS ADOPTED BUDGET: 2020-2021</b>	
Director: TJ Wiedl <span style="float: right;">Dept. #: 2030</span>	
<b>Statement of Mission:</b>	Develop emergency response plans and coordinate the City's emergency services in case of a disaster. The department, with input from local, state, and national agencies, will continue making strides in preparedness, and create a strong foundation for emergency management in our community.
<b>Department Goals:</b>	Our primary mission continues to be the development of plans, protocols, and procedures that assure the safety of our citizens. The department, with input from local, state, and national agencies, has made significant strides in preparedness, and has created a strong foundation for emergency management in our community.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Emergency Operations Plan has been reviewed.</li> <li>• School Security Plans for the Board of Education have been reviewed.</li> <li>• A State of Connecticut Mobile Communications Vehicle has been responding to various requests in the region and additional radio equipment has been installed.</li> <li>• We participated in the 2019 Statewide Disaster Drill.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• There are plans to hire a full-time Emergency Management Director.</li> <li>• Reconvene the Local Emergency Planning Committee.</li> <li>• Reconvene the training class in 2020 for additional radio operators for the Mobile Communications Vehicle.</li> <li>• Ham Field Day has been scheduled for June 27-28, 2020 at Tarrywile Park.</li> </ul>



**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Director: TJ Wiedl

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2030

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
4300.3360	Civil Defense	41,558	41,404	41,404	41,404	41,404	41,404
<b>Sub-Total INTERGOVERNMENTAL REVENUES</b>		<b>41,558</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>
<b>TOTAL REVENUE</b>		<b>41,558</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>	<b>41,404</b>

<b>CITY OF DANBURY</b> <b>CIVIL PREPAREDNESS</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2030
Director: TJ Wiedl			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2030	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2030</b>	<b>CIVIL PREPAREDNESS</b>						
5300.2040	Purch Svcs - Outside Svcs	500	500	500	500	500	500
5300.2045	Purch Svcs - Communication Svcs	23,052	23,278	23,278	23,278	23,278	23,278
5300.2055	Purch Svcs - Postage	49	75	50	75	75	75
5500.2405	Maintenance & Repair - Buildings & Structures	9,239	10,000	10,000	10,000	10,000	10,000
5600.2500	Materials & Supplies - Office	650	800	780	800	800	800
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	0	1,000	895	1,000	1,000	1,000
5600.2540	Materials & Supplies - Electrical Service	2,851	3,398	3,200	2,898	3,284	3,284
5600.2545	Materials & Supplies - Heating Fuel	3,492	3,265	3,208	3,765	3,263	3,263
5870.3250	Contributions/Grants - War Memorial	118,750	112,800	112,800	90,000	112,800	112,800
<b>SUB-TOTAL</b>		<b>158,585</b>	<b>155,116</b>	<b>154,711</b>	<b>132,316</b>	<b>155,000</b>	<b>155,000</b>
<b>TOTAL</b>		<b>158,585</b>	<b>155,116</b>	<b>154,711</b>	<b>132,316</b>	<b>155,000</b>	<b>155,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY CONSUMER PROTECTION ADOPTED BUDGET: 2020-2021</b></p> <p>Chief of Staff: Dean Esposito <span style="float: right;">Dept. #: 2050</span></p>	
<b>Statement of Mission:</b>	Consumer Protection's mission is to ensure that consumers are protected through a comprehensive program of weights and measures inspection and licensing.
<b>Department Goals:</b>	In accordance with the provisions of section 43-6 of the Connecticut General Statutes, there shall be a sealer of weights and measures appointed by the Mayor. The sealer of weights and measures shall perform the same duties and have the same powers within the City of Danbury as are vested in the commissioner of weights and measures for the State except those powers and duties exempted and reserved to the commissioner of weights and measures by regulation promulgated under the provisions of section 43-3 of the Connecticut General Statutes.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Collaboration with State inspectors yielded getting all large scales and oil truck meters inspected in Danbury.</li> <li>• Consumer Protection worked with the State Department of Consumer Protection on inspection of Taxi Cabs.</li> <li>• Collection of registration fees were increased.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue to register, license, and inspect all known local weighing and measuring devices.</li> <li>• Continue to respond to all complaints and concerns directed to D.C.P office.</li> <li>• Arrange to have the State office of Consumer Protection bill directly for all State inspected locations in the city of Danbury.</li> <li>• Ensuring the accuracy of all weights and measures to safeguard the public's health and welfare by protecting Danbury citizens from injury and fraud.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Chief of Staff: Dean Esposito

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2050

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4480	Consumer Protection	55,825	40,500	40,500	40,500	40,500	40,500
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>55,825</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>
<b>TOTAL REVENUE</b>		<b>55,825</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>

<b>CITY OF DANBURY</b> <b>CONSUMER PROTECTION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2050
Chief of Staff: Dean Esposito			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2050	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
			2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>2050</b>	<b>CONSUMER PROTECTION</b>						
5040.1000	Part Time - Salaries	16,947	17,784	17,679	17,784	18,674	18,674
5300.2055	Purch Svcs - Postage	95	180	150	150	150	150
5300.2090	Purch Svcs - Printing & Binding	176	0	0	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	391	567	567	584	584	584
5600.2500	Materials & Supplies - Office	43	250	250	250	250	250
<b>SUB-TOTAL</b>		<b>17,652</b>	<b>18,781</b>	<b>18,646</b>	<b>18,768</b>	<b>19,658</b>	<b>19,658</b>
<b>TOTAL</b>		<b>17,652</b>	<b>18,781</b>	<b>18,646</b>	<b>18,768</b>	<b>19,658</b>	<b>19,658</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>UNIFIED NEIGHBORHOOD INSPECTION TEAM (UNIT)</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>		Dept. #: 2060
UNIT Coordinator: Shawn Stillman		
<b>Statement of Mission:</b>	The UNIT is a unique code enforcement team that focuses and coordinates the City's response to specific neighborhood complaints and quality of life issues. This department's main objective is to maintain, preserve and improve Danbury's neighborhoods.	
<b>Department Goals:</b>	The main goal and top priority of the UNIT is to preserve the quality and character of Danbury's neighborhoods. Through the coordination of multiple city departments, the UNIT focuses on blight remediation, code compliance, safety and quality of life issues.	
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Responded to nearly 1,200 quality of life issues ranging from blighted properties/structures, illegal/unsafe apartments, motor vehicle violations and miscellaneous concerns.</li> <li>• Coordinated over 100 community service hours between charitable groups and individuals, completing tasks to clean and improve our city.</li> <li>• 46% UNIT code enforcement was a result of ACTION, a proactive method of identifying and resolving quality of life issues within our neighborhoods. This rate is the highest ever achieved.</li> <li>• Recorded liens on blighted properties totaling nearly \$45K, as well as issuing over \$20K in vehicle parking violations.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Expand UNIT enforcement on unlicensed auto body and repair shops.</li> <li>• Utilize the legal process to oversee and take control of abandoned blighted properties.</li> <li>• Strengthen UNIT presence downtown, building relationships with business owners and looking for ways to improve retention and satisfaction.</li> <li>• Continue to coordinate with all city departments ensuring the safety and improved quality of life in Danbury's neighborhoods.</li> </ul>	

<b>CITY OF DANBURY</b> <b>UNIFIED NEIGHBORHOOD INSPECTION TEAM (UNIT)</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2060
UNIT Coordinator: Shawn Stillman			

#### PERFORMANCE MEASUREMENTS

##### Department Description:

The UNIT has become the state's model in combating Health, Housing, Zoning and Fire code violations. The UNIT is responsible for resolving various neighborhood concerns ranging from illegal apartments, blight, parking violations, neighborhood nuisances and overcrowded, unsafe living conditions. Additionally, the UNIT partners with the Danbury Police Department to issue tickets for parking violations, as well as removing any abandoned or unregistered motor vehicle parked on city streets.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Exterior Blight Orders/Warnings	139	105	105	69	80	90	90
Miscellaneous	151	245	168	136	250	200	200
Property Cleanup/Blight	391	421	316	386	350	370	370
Unsafe Living Conditions	77	76	96	189	200	200	200
Vehicle Violations	206	290	305	392	400	450	450
<b>Totals:</b>	<b>964</b>	<b>1,137</b>	<b>990</b>	<b>1,172</b>	<b>1,280</b>	<b>1,310</b>	<b>1,310</b>

##### Explanation of Anomaly(ies):

The Unsafe Living Conditions activity has increased as the UNIT continues to coordinate and schedule Fire Marshal and Housing inspections, ensuring that these dwellings are in compliance for safety and housing standards. Stronger and more effective enforcement has led to an increase in orders written as our department looks to improve properties in distress. Proactive enforcement in the evening and weekends will increase the activity in vehicle violations as the UNIT issues tickets for parking violations.

##### Sustainable Danbury:

The UNIT performs the most with the least and will continue to do so. With above average response time, effective follow up, and excellent customer service, our department works passionately to preserve and improve the quality of life in Danbury.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

Danbury Code of Ordinances: 19-75 through 19-78 , 10-91 through 10-106, 12-33

Neighborhood Protection Zone: 12-14.1

Regulation of Noise: 12-14

##### Data Reference(s):

- UNIT Records

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

UNIT Coordinator: Shawn Stillman

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2060

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>FINES &amp; PENALTIES</u></b>							
4510.5180	Blight Fees	750	0	1,500	0	0	0
4510.5185	Abandoned Carts - Ord 12-33	495	600	0	500	500	500
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>1,245</b>	<b>600</b>	<b>1,500</b>	<b>500</b>	<b>500</b>	<b>500</b>
<b>TOTAL REVENUE</b>		<b>1,245</b>	<b>600</b>	<b>1,500</b>	<b>500</b>	<b>500</b>	<b>500</b>



<b>CITY OF DANBURY</b> <b>UNIFIED NEIGHBORHOOD INSPECTION TEAM (UNIT)</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2060
UNIT Coordinator: Shawn Stillman			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2060	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2060</b>	<b>UNIFIED NEIGHBORHOOD INSPECTION TEAM (UNIT)</b>						
5020.1000	Salaries - Regular	284,408	249,155	253,041	254,998	254,998	254,998
5030.1000	Overtime - Salaries	5,277	3,161	2,500	3,161	3,161	3,161
5040.1000	Part Time - Salaries	6,476	29,500	10,000	35,568	29,447	29,447
5050.1140	Other Salaries - Other Earnings	0	0	0	1,496	0	0
5250.1620	Other Benefits - Longevity	710	710	710	710	710	710
5250.1630	Other Benefits - Sick Leave	3,900	4,541	4,541	4,904	4,904	4,904
5300.2045	Purch Svcs - Communication Svcs	2,412	2,808	2,760	2,760	2,760	2,760
5300.2055	Purch Svcs - Postage	1,266	1,152	800	800	800	800
5300.2075	Purch Svcs - Training Courses	0	100	300	300	300	300
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	3,359	3,359	3,359	3,460	3,460	3,460
5600.2500	Materials & Supplies - Office	61	500	500	500	300	300
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	285	300	300	500	500	500
5600.2695	Materials & Supplies - Miscellaneous	417	500	500	500	500	500
<b>SUB-TOTAL</b>		<b>308,571</b>	<b>295,786</b>	<b>279,311</b>	<b>309,657</b>	<b>301,840</b>	<b>301,840</b>
<b>TOTAL</b>		<b>308,571</b>	<b>295,786</b>	<b>279,311</b>	<b>309,657</b>	<b>301,840</b>	<b>301,840</b>

**CITY OF DANBURY  
UNIT**

UNIT Coordinator: Shawn Stillman

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2060

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
UNIT COORDINATOR	1		1	74,400	74,400
DOWNTOWN INSPECTOR	1		1	69,024	69,024
CITY CENTER LIASION	1		1	57,192	57,192
* UNIT ASSISTANT	1		1	54,382	54,382
<b>TOTAL</b>	<b><u>4</u></b>		<b><u>4</u></b>		<b>254,998</b>

\* Union Negotiated

<b>CITY OF DANBURY AIRPORT</b> <b>ADOPTED BUDGET: 2020-2021</b>		
Airport Administrator: Michael Safranek		Dept. #: 2070
<b>Statement of Mission:</b>	Airport staff has the responsibility to run a safe and efficient airport at all times. Staff is under the direction of the airport administrator to plow snow, cut grass, repair runway, taxiway lighting systems (including bulb replacement) and ensure grounds are clear of all foreign objects, especially on the runways and taxiways.	
<b>Department Goals:</b>	The goal of the Airport is to oversee the standards for lease and/or use of the municipal airport, and the current and future planning of the field. The Aviation Commission also issues permits and works closely with the Airport Administrator.	
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Airport Master Plan layout plan has been approved by the Aviation Commission.</li> <li>• Awarded a FAA grant for the rehabilitation of Runway 8-26 and completed it November 2019.</li> <li>• Trees have been cleared from all properties on the approach to Runway 8.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Apply for a Federal Grant to assess the runway approach surfaces.</li> <li>• Apply for a Federal Grant to complete construction on the remaining portion of Taxiway Charlie.</li> <li>• Continue tree maintenance on all the runway approaches.</li> </ul>	

**CITY OF DANBURY  
AIRPORT  
ADOPTED BUDGET: 2020-2021**

Airport Administrator: Michael Safranek

Dept. #: 2070

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The Danbury Municipal Airport is a regional reliever airport providing essential aviation services to Western Connecticut and Eastern New York that sits on approximately 250 acres of property. The airport is comprised mostly of local owners and employees, who service maintain aircraft, offer flight instruction, provide commercial operations, charter and tie-down leases. Danbury frequently sees aircraft, business travelers, deliveries and visitors from around the country. This operation is a self-funded operation, and has an estimated economic impact of \$40-\$50 million dollars as of 2013. The Danbury Airport is a magnet for the kinds of growth and investment that will continue adding value to the City of Danbury.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Number of runways	2	2	2	2	2	2	4
Number of flights in	35,000	34,000	34,000	35,000	24,632	24,632	25,250
Number of flights out	35,000	34,000	34,000	35,000	24,632	24,632	25,250

**Capital Budget: FY20/21**

PROJECT DESCRIPTION	Priority	Total Cost	General Fund Capital	SOURCE FOR FUNDS		Capital Budget: FY20/21
				Other St./Federal (Grant)	Existing Capital Budget	
Tree Maintenance all Airport Approaches per FAA	Urgent	\$ 60,000	\$ 30,000	\$ -	\$ -	\$ 30,000
Focused Master Plan Project Runway 8/26	Urgent	\$ 175,000	\$ 4,375	\$ 170,625	\$ -	\$ 175,000
Pavement Analysis - Develop PCNs	Urgent	\$ 36,000	\$ 900	\$ 35,100	\$ -	\$ 36,000

**Sustainable Danbury:**

Continue providing an additional transportation alternative to the Greater Danbury area.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- State of Connecticut operating License, Federal Aviation Administration and State of Connecticut resolution creating the Airport Commission

**Data Reference(s):**

- Federal Aviation Air Traffic Control Tower data used for the number of flights in and out.

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Airport Administrator: Michael Safranek

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2070

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4500	Aircraft Registrations	50,240	48,500	62,830	62,830	62,830	62,830
4400.4522	Fuel Flows	62,669	61,500	46,000	60,250	60,250	60,250
4400.4524	FBO Permits	105,000	108,750	108,000	101,200	101,200	101,200
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>217,909</b>	<b>218,750</b>	<b>216,830</b>	<b>224,280</b>	<b>224,280</b>	<b>224,280</b>
<b><u>RENTS</u></b>							
4620.1330	FBO Leases	86,091	79,000	83,688	87,062	87,062	87,062
4620.1332	Outside Leases	322,032	322,022	321,285	325,839	325,839	325,839
4620.1334	Tie Downs	14,190	15,840	12,500	14,160	14,160	14,160
<b>Sub-Total RENTS</b>		<b>422,314</b>	<b>416,862</b>	<b>417,473</b>	<b>427,061</b>	<b>427,061</b>	<b>427,061</b>
<b>TOTAL REVENUE</b>		<b>640,222</b>	<b>635,612</b>	<b>634,303</b>	<b>651,341</b>	<b>651,341</b>	<b>651,341</b>

CITY OF DANBURY AIRPORT ADOPTED BUDGET: 2020-2021			Dept. #: 2070
Airport Administrator: Michael Safranek			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2070	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2070</b>	<b>AIRPORT</b>						
5020.1000	Salaries - Regular	361,675	370,334	307,023	373,470	336,051	336,051
5030.1000	Overtime - Salaries	12,217	13,600	13,600	10,000	10,000	10,000
5040.1000	Part Time - Salaries	8,050	14,000	0	14,000	14,000	14,000
5040.1090	Part Time - Special Duty Police	43,280	55,000	28,808	69,160	60,000	60,000
5050.1140	Other Salaries - Other Earnings	0	0	0	7,310	0	0
5250.1620	Other Benefits - Longevity	1,695	1,695	1,695	1,140	1,140	1,140
5250.1630	Other Benefits - Sick Leave	4,558	4,394	2,718	3,119	3,119	3,119
5250.1660	Other Benefits - Shoe Allowance	220	220	220	220	220	220
5250.1670	Other Benefits - Storm Meals	1,100	1,100	1,100	1,100	1,100	1,100
5300.2040	Purch Svcs - Outside Svcs	14,890	10,650	10,650	13,500	12,000	12,000
5300.2045	Purch Svcs - Communication Svcs	1,632	1,950	2,000	2,000	2,000	2,000
5300.2055	Purch Svcs - Postage	1,111	1,050	1,050	1,000	1,000	1,000
5300.2060	Purch Svcs - Travel/Mileage	0	0	0	2,000	500	500
5300.2075	Purch Svcs - Training Courses	638	868	900	800	800	800
5300.2085	Purch Svcs - Subscriptions/Memberships	2,782	2,882	2,850	2,850	2,850	2,850
5300.2095	Purch Svcs - Legal & Public Notices	129	0	0	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	7,336	7,336	7,336	7,556	7,556	7,556
5500.2405	Maintenance & Repair - Buildings & Structures	6,496	6,800	6,801	9,500	8,000	8,000
5500.2415	Maintenance & Repair - Automotive Equipment	2,524	15,253	15,253	0	0	0
5500.2420	Maintenance & Repair - Office Equipment	481	550	550	1,000	1,000	1,000

CITY OF DANBURY AIRPORT ADOPTED BUDGET: 2020-2021			Dept. #: 2070
Airport Administrator: Michael Safranek			

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2070	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5500.2440	Maintenance & Repair - Airport Field	24,772	26,300	26,000	26,000	25,000	25,000
5500.2495	Maintenance & Repair - Other	929	1,000	1,000	1,000	1,000	1,000
5600.2500	Materials & Supplies - Office	675	700	700	700	700	700
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	592	875	625	625	625	625
5600.2540	Materials & Supplies - Electrical Service	30,256	39,848	39,848	39,000	36,500	36,500
5600.2545	Materials & Supplies - Heating Fuel	14,198	16,000	16,000	16,000	14,500	14,500
5600.2550	Materials & Supplies - Motor Fuel	8,658	10,000	10,000	11,000	9,000	9,000
5600.2575	Materials & Supplies - Industrial Chemicals	1,038	850	1,100	1,000	1,000	1,000
5600.2595	Materials & Supplies - Airport	497	500	500	500	500	500
5600.4659	Materials & Supplies - Reimbursement of Expenditures	0	0	-30	0	0	0
5700.2700	Equipment - Office	0	1,400	0	0	0	0
5700.2740	Equipment - Communication	398	400	400	400	500	500
5700.2750	Equipment - Safety	345	350	350	500	400	400
5700.2795	Equipment - Other	545	750	750	750	600	600
5865.3108	Operating Transfer Out - To Special Revenue Funds	1,983	790,100	790,100	0	0	0
<b>SUB-TOTAL</b>		<b>555,700</b>	<b>1,396,755</b>	<b>1,289,897</b>	<b>617,200</b>	<b>551,661</b>	<b>551,661</b>
<b>TOTAL</b>		<b>555,700</b>	<b>1,396,755</b>	<b>1,289,897</b>	<b>617,200</b>	<b>551,661</b>	<b>551,661</b>

**CITY OF DANBURY  
AIRPORT**

Airport Administrator: Michael Safranek

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2070

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
AIRPORT ADMINISTRATOR	1		1	107,682	107,682
* (PF) ASSISTANT AIRPORT ADMINISTRATOR	1		1	74,838	74,838
* SECRETARY	1		1	67,959	67,959
* AIRPORT EQUIPMENT OPERATOR III	1		1	62,587	62,587
* AIRPORT EQUIPMENT OPERATOR II	1		1	60,403	60,403
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(37,418)
<b>TOTAL</b>	<b><u>5</u></b>		<b><u>5</u></b>		<b>336,051</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded



<b>CITY OF DANBURY</b> <b>HOUSATONIC AREA REGIONAL TRANSIT</b> <b>ADOPTED BUDGET: 2020-2021</b>		CEO: Rick Schreiner	Dept. #: 2080
<b>Statement of Mission:</b>	To serve the mobility needs of the residents of the Housatonic Region in a safe, reliable, clean, effective and efficient manner, consistent with the fiscal framework outlined by Federal, State, and Local governments.		
<b>Department Goals:</b>	HARTransit is the provider of public transportation for Danbury, Connecticut and surrounding communities including Bethel, Brookfield, New Fairfield, New Milford, Newtown, Redding, and Ridgefield. HARTransit shall continue operation of its CityBus service, SweetHART, commuter service to Norwalk, and bus to rail services linking the region to the NY communities of Bedford, Brewster and Lewisboro.		
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• HART has taken delivery of 10 new replacement transit buses.</li> <li>• The purchase and installation of 5 bus shelters have been completed which will provide protection from the weather for waiting passengers.</li> <li>• The rehabilitation of the Pulse Point interior and bench install in waiting area has been completed.</li> <li>• Approximately 500 bus stop reinstallations were completed system-wide.</li> <li>• The Farmers' Market Trolley Service has been reinstituted.</li> </ul>		
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• We plan to purchase 15 more replacement small buses.</li> <li>• Implementation of AVL (Automatic Vehicle Location) real time solutions for passengers.</li> <li>• HART will complete the analysis for microtransit pilots to determine transit network service current and future needs.</li> <li>• HART will be expanding the SweetHART bus service.</li> <li>• Complete rehab of Pulse Point exterior including repointing of masonry, sidewalk repair, installation of passenger information signage, repairs to passenger waiting shelters.</li> </ul>		

**CITY OF DANBURY  
HOUSATONIC AREA REGIONAL TRANSIT  
ADOPTED BUDGET: 2020-2021**

CEO: Rick Schreiner

Dept. #: 2080

**PERFORMANCE MEASUREMENTS**

**Department Description:**

HARTransit (Housatonic Area Regional Transit) is Greater Danbury's public transportation provider. HART currently operates a 15 Route bus system and operates both local and shuttle bus services to 10 CT municipalities including: Danbury, Bethel, Brookfield, New Fairfield, New Milford, Newtown, Redding, Ridgefield, Norwalk and Wilton as well as 3 municipalities in NY including Brewster, Lewisboro and Katonah, NY. HARTransit provides Fixed Route (Citybus, Bus to Rail shuttles and Nighttime/Sunday LOOP services) and SweetHART Demand Response bus services.

<b>Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Citybus Ridership	618,482	596,706	603,866	604,242	610,284	<b>658,708</b>	<b>658,708</b>
Danbury SweetHART Ridership	36,863	37,762	39,186	39,556	40,150	<b>60,228</b>	<b>60,228</b>
Danbury SweetHART trips/weekday	140	142	148	151	154	<b>170</b>	<b>170</b>
Average Bus Age (years)	5	6	6	5	5	<b>5</b>	<b>5</b>

**Sustainable Danbury:**

Operations staff monitor the service through road checks, secret shoppers, AVL and on-board cameras. Ridership is reviewed each month. We periodically conduct planning studies, customer surveys and peer analyses to gauge service effectiveness. The CEO and Controller review and monitor costs to ensure that programs remain within budget.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)  
Connecticut Transit Authority

**Data Reference(s):**

- HART Service Records

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

CEO: Rick Schreiner

**ADOPTED BUDGET: 2020-2021**

Dept. #: 2080

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4540	Housatonic Area Reg Transit	93,680	81,774	81,774	64,867	81,774	81,774
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>93,680</b>	<b>81,774</b>	<b>81,774</b>	<b>64,867</b>	<b>81,774</b>	<b>81,774</b>
<b>TOTAL REVENUE</b>		<b>93,680</b>	<b>81,774</b>	<b>81,774</b>	<b>64,867</b>	<b>81,774</b>	<b>81,774</b>

**CITY OF DANBURY  
HOUSATONIC AREA REGIONAL TRANSIT  
ADOPTED BUDGET: 2020-2021**

CEO: Rick Schreiner

Dept. #: 2080

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
2080	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>2080</b>	<b>HOUSATONIC AREA REGIONAL TRANSIT</b>						
5870.3260	Contributions/Grants - HART	680,410	680,410	680,410	694,018	680,410	680,410
<b>SUB-TOTAL</b>		<b>680,410</b>	<b>680,410</b>	<b>680,410</b>	<b>694,018</b>	<b>680,410</b>	<b>680,410</b>
<b>TOTAL</b>		<b>680,410</b>	<b>680,410</b>	<b>680,410</b>	<b>694,018</b>	<b>680,410</b>	<b>680,410</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>DEPARTMENT OF PUBLIC WORKS</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	
<p>Dir. of Public Works: Antonio Iadarola, P.E. <span style="float: right;">Dept. #: 3000</span></p>	
<p><b>Statement of Mission:</b></p>	<p>To administer and assist Public Works Department Divisions in the development of capital and other construction projects, maintenance of existing City roads, sidewalks, parks, public buildings, equipment and to assist the Public Utilities Division in providing safe drinking water to the public and to properly treat sewage and septic water.</p>
<p><b>Department Goals:</b></p>	<p>The goal of the Department of Public Works is to maintain the infrastructure of the City of Danbury by way of its many divisions, which ultimately provide for the core of the services residents and taxpayers receive. The Public Works Department's objectives to achieve these goals entails maintaining all public buildings, schools, parks, beaches, playgrounds and school grounds and right-of-way grass islands, roads, bridges and decorative lights downtown.</p>
<p><b>Fiscal Year:</b>   <b>2019-2020</b>   <b>Accomplishments:</b></p>	<ul style="list-style-type: none"> <li>• The Department of Public Works (DPW)) officially bid on the site remediation services for the former Mallory Hat Factory Site.</li> <li>• Assisted Putnam County in securing a grant for the study of the potential for rail service between Danbury and Southeast, New York.</li> <li>• Approximately 24 Miles of City road paving have been completed, ensuring a smoother, safer commute for Danbury travelers.</li> </ul>
<p><b>Major Objectives 2020-2021:</b></p>	<ul style="list-style-type: none"> <li>• The DPW will plan for and bid on the reconstruction of the Kennedy Avenue Bridge and inspect all City-owned local bridges.</li> <li>• We will work with the City Task Force 2020 to evaluate opportunities for accomodating the increase in the school student population.</li> <li>• Continue to ensure full regulatory compliance of MS4 Permit and protect the City from regulatory fines and consent orders.</li> <li>• Manage all programs for each Public Works Division.</li> </ul>

**CITY OF DANBURY  
DEPARTMENT OF PUBLIC WORKS  
ADOPTED BUDGET: 2020-2021**

Dir. of Public Works: Antonio Iadarola, P.E.

Dept. #: 3000

**PERFORMANCE MEASUREMENTS**

**Department Description:** Danbury's Public Works Department is comprised of several divisions, which ultimately provide the core of the services that the residents. These divisions include Engineering, Public Buildings, Public Utilities, Construction Services and the Public Services Division, (Parks Maintenance, Highway, Forestry and Vehicle Maintenance). Together, these divisions make up one of the most diversified Public Works Departments in the State of CT.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
# of Street Lights	2,905	2,915	2,925	2,925	2,925	2,925	2,925
# of Traffic Lights	2	2	2	2	2	6	6
# Miles of Roads	242	242	242	242	242	242	242
# Roads Paved	32	38	40	20	20	24	24
# of Tons of Sand	5,076	-	-	-	-	-	-
# of Tons of Salt	8,219	10,000	10,000	8,000	9,589	6,979	6,979
# Lane Lines Marked/Painted in Miles	54	56	60	53	53	44	66

**Adopted Capital Budget: FY20/21**

PROJECT DESCRIPTION	Priority	Total Cost	SOURCE FOR FUNDS					Existing Capital Budget	Capital Budget FY 20/21
			General Fund Capital	Notes	LOCIP **	CDBG	Other St./Federal (Grant)		
<b>Construction Svcs:</b> Citywide Minor Bridge Repair & Maintenance, General City Sidewalk Repair & Replacement, Environmental Remediation, Playscape Replacement in City Parks & Schools	Existing/ Urgent	\$ 7,770,000	\$ 170,000	\$ 250,000	\$ -	\$ 250,000	\$ 150,000	\$ 5,470,000	\$ 820,000
<b>Forestry:</b> Tree Trimming & Removal in Public Rights of Way	Existing	\$ 1,000,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 455,000	\$ 50,000
<b>Engineering:</b> Various Repair/Replacement Projects	Existing/ Urgent	\$ 21,728,000	\$ 475,000	\$ 1,250,000	\$ -	\$ -	\$ 13,750,000	\$ 1,853,000	\$ 15,475,000
<b>Highway:</b> Paving, Drainage and Road Improvements, Guiderail Replacement Program – Citywide, Pool Fleet Vehicle Replacement Program, Downtown Decorative Streetlight Replacement Program	Existing/ Urgent	\$ 57,762,400	\$ 150,000	\$ 1,500,000	\$ 250,000	\$ -	\$ 1,000,000	\$ 32,290,400	\$ 2,900,000
<b>Public Buildings:</b> Various Structural Repair/Replacements	Existing/ Urgent	\$ 18,262,101	\$ 727,900	\$ -	\$ 540,000	\$ -	\$ -	\$ 4,218,100	\$ 1,267,900

\* State Municipal Aid Funding      \*\* LOCIP projects dependent on State funding through LOCIP program.

**Sustainable Danbury:**

Through training and active involvement in the Public Works Industry, the Director will continuously evaluate how we do business and perform our work to look for cost saving measures and will continue to encourage a teamwork approach among Divisions to partner and support each other to accomplish projects.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-7, "Department of Public Works" and Chapter VI, Section 6-15, "Official Bonds", in the City of Danbury Charter

**Data Reference(s):**

- City Charter
- Engineering and Highway Divisions

**CITY OF DANBURY**  
**DEPARTMENT OF PUBLIC WORKS**  
**ADOPTED BUDGET: 2020-2021**

Dir. of Public Works: Antonio Iadarola, P.E.

Dept. #: 3000

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3000</b>	<b>DEPARTMENT OF PUBLIC WORKS</b>						
5020.1000	Salaries - Regular	282,817	241,789	254,556	241,767	247,001	247,001
5030.1000	Overtime - Salaries	2,089	1,754	2,000	1,154	1,154	1,154
5050.1140	Other Salaries - Other Earnings	0	0	0	1,872	0	0
5250.1620	Other Benefits - Longevity	810	910	710	710	710	710
5250.1630	Other Benefits - Sick Leave	4,491	4,491	3,484	4,751	4,751	4,751
5300.2010	Purch Svcs - Professional Svcs	0	0	2,500	2,500	2,483	2,483
5300.2045	Purch Svcs - Communication Svcs	432	1,000	350	1,000	1,000	1,000
5300.2055	Purch Svcs - Postage	68	150	135	150	150	150
5300.2060	Purch Svcs - Travel/Mileage	123	50	50	50	50	50
5300.2075	Purch Svcs - Training Courses	1,376	1,650	1,497	1,650	1,650	1,650
5300.2080	Purch Svcs - Conferences	639	620	508	620	620	620
5300.2085	Purch Svcs - Subscriptions/Memberships	1,169	920	590	920	920	920
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	5,086	5,086	5,086	5,239	5,239	5,239
5600.2500	Materials & Supplies - Office	480	1,150	945	1,150	1,150	1,150
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	0	2,731	250	250	250	250
5700.2700	Equipment - Office	442	0	500	500	500	500
5700.2750	Equipment - Safety	85	500	500	500	500	500
<b>SUB-TOTAL</b>		<b>300,107</b>	<b>262,801</b>	<b>273,661</b>	<b>264,783</b>	<b>268,128</b>	<b>268,128</b>
<b>TOTAL</b>		<b>300,107</b>	<b>262,801</b>	<b>273,661</b>	<b>264,783</b>	<b>268,128</b>	<b>268,128</b>

**CITY OF DANBURY  
DIRECTOR OF PUBLIC WORKS  
ADOPTED BUDGET: 2020-2021**

Dir. of Public Works: Antonio Iadarola, P.E.

Dept. #: 3000

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR OF PUBLIC WORKS	1		1	178,946	178,946
* PUBLIC WORKS COORDINATOR	1		1	68,055	68,055
<b>TOTAL</b>	<b><u>2</u></b>		<b><u>2</u></b>		<b>247,001</b>

\* Union Negotiated



<b>CITY OF DANBURY HIGHWAYS</b> <b>ADOPTED BUDGET: 2020-2021</b>		
Superintendent of Public Svcs.: Tim Nolan		Dept. #: 3001
<b>Statement of Mission:</b>	The Highway Department maintains the City's roadway system that assures the safety and well-being of the traveling public, while providing excellent public services in a responsive, efficient and cost effective manner.	
<b>Department Goals:</b>	The core objective of the Highway Department is to maintain the safety of the public by actively maintaining public right of ways. A considerable amount of time is devoted to performing routine maintenance which includes filling potholes and other road repairs, road sweeping and storm drain cleaning to prevent drainage problems. Highway is devoted to improving winter ice and snow removal from the City streets through method analysis and technical advancements.	
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Twenty (24) roads were milled, reclaimed and resurfaced, totaling over 13.34 miles, with 25,762 linear feet of curb installed.</li> <li>• 2,749 linear feet of drainage pipes were replaced, including 356 catch basin renovations and 500 feet of drainage culvert re-establishments.</li> <li>• Swept over 240 miles of roads, removing 1,659 yards of debris.</li> <li>• The Highway Department, along with Parks Maintenance and Forestry Divisions renovated the Town Park Cross Walk, Train Museum Parking, and Scott Fanton Museum Parking.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Repair and install storm water drainage systems to correct known icing and flooding conditions, as well as replacing aging infrastructures.</li> <li>• Continue to rebuild, resurface, and maintain the city streets.</li> <li>• Maintain safe roadway conditions during winter storm events.</li> <li>• Continue maintenance of the safety of the public by actively repairing public right of ways.</li> </ul>	

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Superintendent of Public Svcs.: Tim Nolan

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3001

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2140	Street Opening Fees	17,330	17,750	12,000	15,000	15,000	15,000
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>17,330</b>	<b>17,750</b>	<b>12,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b><u>FINES &amp; PENALTIES</u></b>							
4300.3440	Highway State Aid	876,626	876,626	876,626	876,626	876,626	876,626
4300.3460	State Road Maintenance	16,320	16,320	16,320	16,320	16,320	16,320
4510.5125	Drainage - Ordinace	77	0	0	0	0	0
4510.5140	Citations	200	0	0	0	0	0
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>893,223</b>	<b>892,946</b>	<b>892,946</b>	<b>892,946</b>	<b>892,946</b>	<b>892,946</b>
<b>TOTAL REVENUE</b>		<b>910,553</b>	<b>910,696</b>	<b>904,946</b>	<b>907,946</b>	<b>907,946</b>	<b>907,946</b>

CITY OF DANBURY HIGHWAYS		
Superintendent of Public Svcs.: Tim Nolan	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 3001

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3001</b>	<b>HIGHWAYS</b>						
5020.1000	Salaries - Regular	2,514,940	2,657,947	2,579,090	2,607,887	2,668,291	2,668,291
5030.1000	Overtime - Salaries	91,755	95,000	99,916	95,000	95,000	95,000
5040.1000	Part Time - Salaries	110,625	211,200	81,245	264,000	126,000	126,000
5050.1140	Other Salaries - Other Earnings	0	19,500	0	83,094	19,500	19,500
5250.1620	Other Benefits - Longevity	11,945	11,970	11,385	10,225	10,225	10,225
5250.1630	Other Benefits - Sick Leave	4,322	5,484	5,094	5,794	5,794	5,794
5250.1660	Other Benefits - Shoe Allowance	4,950	4,840	4,840	4,290	4,290	4,290
5250.1670	Other Benefits - Storm Meals	20,512	21,000	20,245	21,450	21,450	21,450
5300.2010	Purch Svcs - Professional Svcs	3,187	4,400	4,400	4,400	4,400	4,400
5300.2040	Purch Svcs - Outside Svcs	6,886	7,250	7,250	7,250	7,250	7,250
5300.2045	Purch Svcs - Communication Svcs	2,587	2,875	2,875	2,875	2,875	2,875
5300.2055	Purch Svcs - Postage	14	30	30	30	30	30
5300.2075	Purch Svcs - Training Courses	4,375	5,000	5,000	5,000	5,000	5,000
5300.2090	Purch Svcs - Printing & Binding	0	100	100	100	100	100
5300.2100	Purch Svcs - Leased Equipment	3,500	3,500	3,500	3,500	3,500	3,500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	46,167	46,167	46,167	47,552	47,552	47,552
5500.2405	Maintenance & Repair - Buildings & Structures	7,632	8,500	8,500	8,500	8,500	8,500
5500.2420	Maintenance & Repair - Office Equipment	725	755	500	500	500	500
5500.2425	Maintenance & Repair - Tools & Instruments	440	600	600	600	600	600
5500.2430	Maintenance & Repair - Highways/Curbs/Sidewalks	78,096	82,604	80,000	80,000	80,000	80,000

CITY OF DANBURY HIGHWAYS		
Superintendent of Public Svcs.: Tim Nolan	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 3001

#### APPROPRIATIONS

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5500.4659	Maintenance & Repair - Reimbursement of Expenditures	-7,319	0	-14,915	0	0	0
5600.2500	Materials & Supplies - Office	1,099	1,100	1,100	1,100	1,100	1,100
5600.2525	Materials & Supplies - Custodial	1,300	1,300	1,300	1,300	1,300	1,300
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	1,057	1,150	1,150	1,150	1,150	1,150
5600.2540	Materials & Supplies - Electrical Service	7,959	12,690	13,000	13,000	10,000	10,000
5600.2545	Materials & Supplies - Heating Fuel	30,175	32,000	32,000	32,000	31,153	31,153
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	6,159	6,500	6,500	6,500	6,500	6,500
5600.2570	Materials & Supplies - Medical/Chemical	243	250	250	250	250	250
5600.2695	Materials & Supplies - Miscellaneous	1,323	1,500	1,500	1,500	1,500	1,500
5700.2725	Equipment - Road Construction & Maintenance	4,000	4,000	4,000	4,000	4,000	4,000
5700.2750	Equipment - Safety	8,030	6,000	6,000	6,000	6,000	6,000
5700.2795	Equipment - Other	5,916	6,000	6,000	6,000	6,000	6,000
<b>SUB-TOTAL</b>		<b>2,972,600</b>	<b>3,261,212</b>	<b>3,018,622</b>	<b>3,324,847</b>	<b>3,179,810</b>	<b>3,179,810</b>
<b>3002</b>	<b>STATE AID-HIGHWAY PROJECT</b>						
5500.2430	Maintenance & Repair - Highways/Curbs/Sidewalks	169,100	180,000	180,000	180,000	180,000	180,000
5600.2585	Materials & Supplies - Ice Control	180,000	180,000	180,000	180,000	180,000	180,000
<b>SUB-TOTAL</b>		<b>349,100</b>	<b>360,000</b>	<b>360,000</b>	<b>360,000</b>	<b>360,000</b>	<b>360,000</b>
<b>3003</b>	<b>SNOW &amp; ICE REMOVAL</b>						

CITY OF DANBURY HIGHWAYS		
Superintendent of Public Svcs.: Tim Nolan	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 3001

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5030.1000	Overtime - Salaries	215,324	30,000	275,000	314,700	314,700	314,700
5300.2043	Purch Svcs - Storm Meals	3,122	3,300	3,000	3,300	3,300	3,300
5600.2585	Materials & Supplies - Ice Control	307,010	269,800	400,000	460,000	450,000	450,000
5700.2735	Equipment - Blades & Chains	27,661	31,404	30,000	30,000	30,000	30,000
<b>SUB-TOTAL</b>		<b>553,118</b>	<b>334,504</b>	<b>708,000</b>	<b>808,000</b>	<b>798,000</b>	<b>798,000</b>
<b>3004</b>	<b>STREET LIGHTING</b>						
5600.2540	Materials & Supplies - Electrical Service	552,440	552,375	520,000	553,000	516,000	516,000
<b>SUB-TOTAL</b>		<b>552,440</b>	<b>552,375</b>	<b>520,000</b>	<b>553,000</b>	<b>516,000</b>	<b>516,000</b>
<b>TOTAL</b>		<b>4,427,258</b>	<b>4,508,091</b>	<b>4,606,622</b>	<b>5,045,847</b>	<b>4,853,810</b>	<b>4,853,810</b>

**CITY OF DANBURY  
HIGHWAYS**

Superintendent of Public Svcs.: Tim Nolan

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3001

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
SUPERINTENDENT	1		1	118,827	118,827
GENERAL FOREMAN	1		1	82,309	82,309
FOREMAN II	2		2	77,014	154,028
* SECRETARY/DISPATCHER	1		1	62,920	62,920
* AUTO EQUIPMENT OPERATOR III	5		5	62,587	312,935
* LABORER II/MASON	3		3	61,485	184,455
* AUTO EQUIPMENT OPERATOR II	5		5	60,403	302,016
* DRIVER	25		25	58,032	1,450,800
<b>TOTAL</b>	<b><u>43</u></b>		<b><u>43</u></b>		<b>2,668,290</b>

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY PARK MAINTENANCE ADOPTED BUDGET: 2020-2021</b></p> <p>Superintendent of Public Svcs.: Tim Nolan <span style="float: right;">Dept. #: 3005</span></p>	
<b>Statement of Mission:</b>	The Parks Maintenance Division provides a safe, secure and clean environment for all parks users, while maintaining the parks, roadside landscaping, playgrounds, and athletic fields, in an efficient, cost-effective manner.
<b>Department Goals:</b>	The objective of Park Maintenance includes the maintenance of all of our playgrounds, parks and recreational fields. We also maintain the grounds for all of the City's public buildings and schools. Overall, the Division mows over 400 acres of lawn at least once a week and maintains the grass islands in the City's right of ways. Additionally, Park Maintenance teams up with the Public Buildings Department, and together we perform plowing and snow clearing operations at our school grounds and public parking lots.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Prepared and maintained over 400 acres of City athletic fields, parks, public buildings, schools, medians and cemeteries.</li> <li>• Park Maintenance landscaped, cleaned, maintained, lined and painted, all City athletic fields.</li> <li>• Mowed and trimmed Danbury parks, playgrounds, athletic fields, monument parks, greenways and cemeteries.</li> <li>• Cleared ice and snow during 13 winter storms, totaling 34 inches of snow, from downtown Danbury, public schools, and public buildings.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Inspect, maintain and repair playgrounds to ensure the continued safe use by Danbury's youth.</li> <li>• Inspect, maintain and repair Danbury athletic fields to establish a safe place for league and independent play.</li> <li>• Park Maintenance shall take overall care, maintenance and mowing of the sloping grades and grasses at Danbury parks, fields and green ways.</li> </ul>

<b>CITY OF DANBURY</b> <b>PARK MAINTENANCE</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 3005
Superintendent of Public Svcs.: Tim Nolan			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3005	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3005</b>	<b>PARK MAINTENANCE</b>						
5020.1000	Salaries - Regular	907,228	1,092,100	955,511	1,150,132	1,075,431	1,075,431
5030.1000	Overtime - Salaries	126,068	100,000	100,000	100,000	100,000	100,000
5030.4659	Overtime - Reimbursement of Expenditures	-1,000	0	-500	0	0	0
5040.1000	Part Time - Salaries	43,597	35,000	25,000	54,000	36,000	36,000
5050.1140	Other Salaries - Other Earnings	0	0	0	27,977	0	0
5250.1620	Other Benefits - Longevity	5,460	5,460	5,460	4,500	4,500	4,500
5250.1630	Other Benefits - Sick Leave	464	944	944	1,482	1,482	1,482
5250.1660	Other Benefits - Shoe Allowance	1,760	2,090	2,090	1,870	1,870	1,870
5250.1665	Other Benefits - Tool Allowance	120	120	120	120	120	120
5250.1670	Other Benefits - Storm Meals	8,250	9,000	9,000	9,350	9,350	9,350
5300.2040	Purch Svcs - Outside Svcs	88,507	91,000	89,000	89,000	89,000	89,000
5300.2045	Purch Svcs - Communication Svcs	1,116	2,000	2,000	2,000	2,000	2,000
5300.2075	Purch Svcs - Training Courses	0	750	750	750	750	750
5300.2100	Purch Svcs - Leased Equipment	17,983	19,000	19,000	19,000	19,000	19,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	14,571	14,571	14,571	15,008	15,008	15,008
5400.2395	Property Services - Payment in Lieu of Taxes	14,186	15,000	13,612	15,000	15,000	15,000
5500.2400	Maintenance & Repair - Land & Ground	26,590	22,000	22,000	22,000	22,000	22,000
5500.2410	Maintenance & Repair - Mooring Docks & Floats	913	1,000	1,000	1,000	1,000	1,000
5500.2425	Maintenance & Repair - Tools & Instruments	11,921	11,000	11,000	11,000	11,000	11,000



CITY OF DANBURY PARK MAINTENANCE ADOPTED BUDGET: 2020-2021			Dept. #: 3005
Superintendent of Public Svcs.: Tim Nolan			

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3005	ACCOUNT DESCRIPTION	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2020-2021
5500.4659	Maintenance & Repair - Reimbursement of Expenditures	-500	0	0	0	0
5600.2500	Materials & Supplies - Office	310	330	330	330	330
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	617	2,200	2,200	2,200	2,200
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	1,967	2,000	2,000	2,000	2,000
5600.2575	Materials & Supplies - Industrial Chemicals	662	750	750	700	700
5600.2590	Materials & Supplies - Agricultural	31,695	32,000	32,000	32,000	32,000
5600.2695	Materials & Supplies - Miscellaneous	1,377	1,500	1,500	1,500	1,500
5700.2705	Equipment - Agricultural	6,467	4,500	4,500	4,500	4,500
5700.2710	Equipment - Recreational	2,915	3,000	3,000	3,000	3,000
5700.2750	Equipment - Safety	1,533	2,000	2,000	1,890	1,890
5700.2795	Equipment - Other	2,200	2,250	2,250	2,250	2,250
<b>SUB-TOTAL</b>		<b>1,316,978</b>	<b>1,471,565</b>	<b>1,321,088</b>	<b>1,574,719</b>	<b>1,453,881</b>
<b>TOTAL</b>		<b>1,316,978</b>	<b>1,471,565</b>	<b>1,321,088</b>	<b>1,453,881</b>	<b>1,453,881</b>

**CITY OF DANBURY  
PARK MAINTENANCE**

Superintendent of Public Svcs.: Tim Nolan

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3005

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION		NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
		2019-2020 BUDGET	CHANGE (+ or -)		
	FOREMAN II	1		77,014	77,014
*	LEAD PARKS MAINTAINER	2		70,242	140,483
*	PARKS MECHANIC	1		64,397	64,397
*	PARK MAINTAINER	14		58,032	812,448
	SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)				(18,911)
	<b>TOTAL</b>	<b><u>18</u></b>			<b>1,075,431</b>
* Union Negotiated					

<p style="text-align: center;"><b>CITY OF DANBURY FORESTRY DEPARTMENT ADOPTED BUDGET: 2020-2021</b></p> <p>Superintendent of Public Svcs.: Tim Nolan <span style="float: right;">Dept. #: 3006</span></p>	
<b>Statement of Mission:</b>	The Forestry Department provides a greener and healthier environment, earning the title of "Tree City USA" for the City of Danbury.
<b>Department Goals:</b>	The Forestry Division is responsible for the beautiful landscapes in the parks, at public buildings, monuments, City right of ways and many other locations throughout the City and is also called into action to assist the Highway Division with snow plowing and salting during winter storm operations.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Roadside cutting and pruning were completed for paving work and overgrown right-of-ways.</li> <li>• The Forestry Department continued the removal of hazardous trees and limbs to provide for the public's safety.</li> <li>• In 2019, 14 replacement trees were planted, 227 trees were pruned, and 334 trees were removed.</li> <li>• The Forestry Department remains on-call 24 hours a day, 7 days a week for the benefit of Public Safety.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue the removal of hazardous trees and brush from the City right-of-ways.</li> <li>• Partner with Eversource Electric to maintain the proper setback of tree limbs to power lines, and work to ensure safe electrical service to Danbury citizens.</li> <li>• Monitor the City's endangered tree species and provide an effective plan of protection and management.</li> <li>• The Forestry Department shall continue its prompt response to tree emergencies throughout the City.</li> </ul>

<b>CITY OF DANBURY</b> <b>FORESTRY DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 3006
Superintendent of Public Svcs.: Tim Nolan			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3006	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3006</b>	<b>FORESTRY DEPARTMENT</b>						
5020.1000	Salaries - Regular	149,804	249,080	230,742	249,080	249,080	249,080
5030.1000	Overtime - Salaries	13,851	24,000	29,583	20,000	20,000	20,000
5050.1140	Other Salaries - Other Earnings	0	2,500	0	13,350	6,500	6,500
5250.1620	Other Benefits - Longevity	960	1,290	1,290	1,290	1,290	1,290
5250.1660	Other Benefits - Shoe Allowance	220	440	330	440	440	440
5250.1670	Other Benefits - Storm Meals	697	2,200	2,200	2,200	2,200	2,200
5300.2040	Purch Svcs - Outside Svcs	4,998	7,500	5,000	7,500	6,350	6,350
5300.2045	Purch Svcs - Communication Svcs	100	100	100	100	100	100
5300.2075	Purch Svcs - Training Courses	200	750	750	750	500	500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	5,186	5,186	5,186	5,342	5,342	5,342
5500.2400	Maintenance & Repair - Land & Ground	0	250	250	250	250	250
5500.2425	Maintenance & Repair - Tools & Instruments	170	250	250	250	228	228
5600.2500	Materials & Supplies - Office	150	150	150	150	150	150
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	1,969	2,225	2,225	2,225	2,225	2,225
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	860	1,000	500	1,000	1,000	1,000
5600.2590	Materials & Supplies - Agricultural	2,640	2,750	2,750	2,750	2,750	2,750
5600.2695	Materials & Supplies - Miscellaneous	2,456	500	500	500	500	500
5700.2705	Equipment - Agricultural	1,080	1,500	1,500	1,500	1,500	1,500
5700.2750	Equipment - Safety	446	745	500	800	745	745
<b>SUB-TOTAL</b>		<b>185,786</b>	<b>302,416</b>	<b>283,806</b>	<b>309,477</b>	<b>301,150</b>	<b>301,150</b>
<b>TOTAL</b>		<b>185,786</b>	<b>302,416</b>	<b>283,806</b>	<b>309,477</b>	<b>301,150</b>	<b>301,150</b>

**CITY OF DANBURY  
FORESTRY**

Superintendent of Public Svcs.: Tim Nolan

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3006

**TABLE OF ORGANIZATION**

<b>TABLE OF ORGANIZATION</b>		<b>NUMBER OF POSITIONS</b>		<b>PRESENT RATES</b>	<b>ADOPTED BUDGET 2020-2021</b>
		<b>2019-2020 BUDGET</b>	<b>CHANGE (+ or -)</b>		
*	LEAD TREE OPERATOR	1		70,242	70,242
*	TREE WORKER/BUCKET OPERATOR	1		60,403	60,403
*	TREE WORKER/CLIMBER/OPERATOR II	1		60,403	60,403
*	TREE WORKER/TRUCK DRIVER	1		58,032	58,032
* Union Negotiated					
	<b>TOTAL</b>	<b><u>4</u></b>			<b>249,080</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>EQUIPMENT MAINTENANCE</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Superintendent of Public Svcs.: Tim Nolan <span style="float: right;">Dept. #: 3020</span></p>	
<b>Statement of Mission:</b>	The Equipment Maintenance Division efficiently monitors and maintains the municipal fleet to ensure the safety of our operators, the public at large, and extend life of our vehicles, trucks and equipment.
<b>Department Goals:</b>	The goal of the Equipment Maintenance Division is to provide the best maintenance program for our vehicles and equipment to ensure the longest, trouble-free operation of our fleet. The City's Equipment Maintenance Division works to keep our aging fleet running every day.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The in-house renovations and repairs of street sweeping and winter operations trucks and equipment have been completed.</li> <li>• Managed the reorganization, upgrade and decommissioning of various pool and City department fleet vehicles.</li> <li>• The Equipment Maintenance Department continued care, preventive maintenance and repairs of a diverse and dynamic municipal fleet.</li> <li>• The municipal fleet fuel fill station was successfully monitored and maintained.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Our department shall continue the comprehensive in-house inspection, maintenance and repair of the city's fleet of vehicles, trucks and equipment.</li> <li>• Maintain and repair specialized heavy equipment used in operations such as mowing, sweeping, storm drainage cleaning, dredging, and winter operations.</li> <li>• Retire and replace aging vehicles, trucks and equipment, to ensure safe, efficient and prompt fulfillment of City services.</li> </ul>

<b>CITY OF DANBURY</b> <b>EQUIPMENT MAINTENANCE</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 3020
Superintendent of Public Svcs.: Tim Nolan			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3020	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3020</b>	<b>EQUIPMENT MAINTENANCE</b>						
5020.1000	Salaries - Regular	437,383	467,626	427,675	467,626	467,626	467,626
5030.1000	Overtime - Salaries	42,015	38,971	38,971	39,000	39,000	39,000
5040.1000	Part Time - Salaries	0	65,564	65,564	0	0	0
5050.1140	Other Salaries - Other Earnings	0	6,500	0	19,360	6,500	6,500
5250.1620	Other Benefits - Longevity	1,490	1,260	1,490	430	430	430
5250.1630	Other Benefits - Sick Leave	1,024	1,053	1,052	0	0	0
5250.1660	Other Benefits - Shoe Allowance	770	880	880	770	770	770
5250.1665	Other Benefits - Tool Allowance	720	840	840	720	720	720
5250.1670	Other Benefits - Storm Meals	3,850	3,850	3,000	3,850	3,850	3,850
5300.2040	Purch Svcs - Outside Svcs	4,187	10,000	9,900	6,000	6,000	6,000
5300.2075	Purch Svcs - Training Courses	0	500	500	500	500	500
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	6,986	6,986	6,986	7,196	7,196	7,196
5500.2415	Maintenance & Repair - Automotive Equipment	555,362	800,536	800,000	440,000	445,000	445,000
5500.2420	Maintenance & Repair - Office Equipment	339	400	400	400	400	400
5500.2425	Maintenance & Repair - Tools & Instruments	669	2,000	2,000	2,000	2,000	2,000
5500.2445	Maintenance & Repair - Spreaders & Plows	62,405	65,000	65,000	65,000	65,000	65,000
5500.2495	Maintenance & Repair - Other	774	1,500	1,500	1,500	1,000	1,000
5500.4659	Maintenance & Repair - Reimbursement of Expenditures	-34,176	0	-805	0	0	0
5600.2500	Materials & Supplies - Office	246	300	300	300	300	300

CITY OF DANBURY EQUIPMENT MAINTENANCE ADOPTED BUDGET: 2020-2021			Dept. #: 3020
Superintendent of Public Svcs.: Tim Nolan			

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3020	ACCOUNT DESCRIPTION	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2020-2021
5600.2525	Materials & Supplies - Custodial	274	600	600	600	600
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	2,283	2,400	2,400	2,400	2,400
5600.2540	Materials & Supplies - Electrical Service	16,043	18,113	18,200	17,750	17,750
5600.2545	Materials & Supplies - Heating Fuel	10,415	11,500	11,500	11,000	11,000
5600.2550	Materials & Supplies - Motor Fuel	241,590	290,000	290,000	270,000	270,000
5600.2555	Materials & Supplies - Lubrication	24,572	30,000	30,000	30,000	30,000
5600.2560	Materials & Supplies - Tires	92,862	122,000	82,000	84,000	84,000
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	547	600	600	600	600
5600.2570	Materials & Supplies - Medical/Chemical	0	100	100	100	100
5600.2575	Materials & Supplies - Industrial Chemicals	993	1,000	1,000	1,000	1,000
5700.2730	Equipment - Garage & Shop	496	500	500	500	500
5700.2740	Equipment - Communication	3,859	5,250	5,250	4,750	4,750
5700.2750	Equipment - Safety	804	1,600	1,600	1,600	1,600
<b>SUB-TOTAL</b>		<b>1,478,782</b>	<b>1,957,429</b>	<b>1,869,003</b>	<b>1,498,402</b>	<b>1,470,592</b>
<b>TOTAL</b>		<b>1,478,782</b>	<b>1,957,429</b>	<b>1,869,003</b>	<b>1,498,402</b>	<b>1,470,592</b>



**CITY OF DANBURY  
EQUIPMENT MAINTENANCE  
ADOPTED BUDGET: 2020-2021**

Superintendent of Public Svcs.: Tim Nolan

Dept. #: 3020

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION		NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
		2019-2020 BUDGET	CHANGE (+ or -)		
*	HEAD MECHANIC	1		70,242	70,242
*	EQUIPMENT MECHANIC	5		67,163	335,816
*	PARTS ATTENDANT	1		61,568	61,568
* Union Negotiated					
<b>TOTAL</b>		<b><u>7</u></b>			<b>467,626</b>

<b>CITY OF DANBURY RECYCLING AND SOLID WASTE ADOPTED BUDGET: 2020-2021</b>	
Public Utilities Superintendent: David Day <span style="float: right;">Dept. #: 3030</span>	
<b>Statement of Mission:</b>	The mission of the recycling and solid waste program is to provide Danbury residents with sound disposal methods for solid waste, residential yard waste and household hazardous waste. It is also to comply with Federal and State regulations for the Operation and Maintenance (O&M) of the City's closed landfill and active landfill gas collection system.
<b>Department Goals:</b>	Public Utilities is responsible for administering programs for the management & disposal of solid waste, residential yard waste and household hazardous waste. The Department is also responsible for the operation & maintenance of the City's closed landfill and active landfill gas collection system.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Maintained closed landfill in accordance with CT DEEP Stewardship Permit for long term post closure care.</li> <li>• Maintained compliance with General Permit to Limit Potential to Emit (GPLPE) requirements for Air Pollution Emissions.</li> <li>• Hosted Regional Household Hazardous Waste Collection Event.</li> <li>• Continued Yard Waste Management Program for Danbury residents.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Maintain compliance with GPLPE requirements for Air Pollution Emissions.</li> <li>• Maintain compliance with Stewardship Permit for post closure care at the Landfill.</li> <li>• Continue Yard Waste Management Program and host Regional Household Hazardous Waste Collection Events.</li> <li>• Perform feasibility investigation of the installation of solar arrays at the Landfill site.</li> </ul>

<b>CITY OF DANBURY</b> <b>RECYCLING AND SOLID WASTE</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 3030
Public Utilities Superintendent: David Day			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3030	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3030</b>	<b>RECYCLING AND SOLID WASTE</b>						
5300.2010	Purch Svcs - Professional Svcs	82,884	136,724	136,724	130,000	120,000	120,000
5300.2040	Purch Svcs - Outside Svcs	122,519	122,500	121,500	122,000	122,000	122,000
5400.2395	Property Services - Payment in Lieu of Taxes	0	1,800	2,800	2,800	2,000	2,000
5500.2495	Maintenance & Repair - Other	1,530	8,538	8,538	8,000	7,200	7,200
5600.2540	Materials & Supplies - Electrical Service	24,297	24,745	24,745	29,000	26,500	26,500
<b>SUB-TOTAL</b>		<b>231,229</b>	<b>294,308</b>	<b>294,307</b>	<b>291,800</b>	<b>277,700</b>	<b>277,700</b>
<b>TOTAL</b>		<b>231,229</b>	<b>294,308</b>	<b>294,307</b>	<b>291,800</b>	<b>277,700</b>	<b>277,700</b>

<p style="text-align: center;"><b>CITY OF DANBURY ENGINEERING DEPARTMENT ADOPTED BUDGET: 2020-2021</b></p> <p>Antonio Iadarola, P.E. <span style="float: right;">Dept. #: 3040</span></p>	
<b>Statement of Mission:</b>	The Engineering Division's mission is to ensure high accuracy and efficiency of all work that affects the City and the public and to see that proposed engineering projects are designed and inspected based on sound engineering standards and guidelines to prevent a negative impact on properties and the general public.
<b>Department Goals:</b>	The objective of the Engineering Division of the Public Works Department is to work closely with consultants, contractors, architects, engineers, and developers to secure project approvals in the shortest possible period of time. The Engineering Division also will provide regular technical reports and reviews to the City Council.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Prepared the contract document and specification for the Environmental Remediation work at the former Mallory Hat Factory Site. Bid and awarded these remediation services.</li> <li>• The City Engineer worked with the design firm in reaching 100% design development for improvements at the Wastewater Pollution Control Plant.</li> <li>• Engineering has completed the design and bidding of the Crosby Street Connector Bridge over the Still River, Middle River Road Bridge over unnamed brook and the Triangle Street Bridge over Still River. The Triangle Street Bridge work has been completed.</li> <li>• Conducted daily reviews of site plans, special exception/subdivision applications, design and subsequent construction of sanitary sewers, water mains, subdivision roads, and storm drains proposed by developers.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Complete design and bidding of the Balmforth Avenue Sidewalk Phase I and Phase II Improvements.</li> <li>• Complete design and bid the reconstruction of the Kennedy Avenue Bridge.</li> <li>• Complete design of White Street, Locust Avenue and Wildman Street Intersection Improvements.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Antonio Iadarola, P.E.

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3040

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4100	Copy/Printer Charges	475	1,000	269	500	500	500
4400.4580	Engineering Site Plan Reviews	13,900	16,000	11,000	13,000	13,000	13,000
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>14,375</b>	<b>17,000</b>	<b>11,269</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>
<b>TOTAL REVENUE</b>		<b>14,375</b>	<b>17,000</b>	<b>11,269</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>

<b>CITY OF DANBURY</b> <b>ENGINEERING DEPARTMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>		Antonio Iadarola, P.E.	Dept. #: 3040
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**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3040	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3040</b>	<b>ENGINEERING DEPARTMENT</b>						
5020.1000	Salaries - Regular	647,439	655,962	710,269	717,724	717,724	717,724
5020.4659	Salaries - Reimbursement of Expenditures	0	0	-113	0	0	0
5030.1000	Overtime - Salaries	142	0	0	0	0	0
5040.1000	Part Time - Salaries	81,303	100,002	60,117	114,197	46,597	46,597
5050.1140	Other Salaries - Other Earnings	0	0	0	9,219	0	0
5250.1620	Other Benefits - Longevity	4,195	4,195	3,385	3,285	3,285	3,285
5250.1630	Other Benefits - Sick Leave	9,521	12,310	12,310	9,815	9,815	9,815
5300.2010	Purch Svcs - Professional Svcs	2,828	51,540	30,000	45,000	35,000	35,000
5300.2045	Purch Svcs - Communication Svcs	678	1,500	750	1,500	1,000	1,000
5300.2055	Purch Svcs - Postage	383	750	600	750	750	750
5300.2075	Purch Svcs - Training Courses	325	1,500	1,250	1,500	1,500	1,500
5300.2085	Purch Svcs - Subscriptions/Memberships	2,507	2,462	2,900	3,000	3,000	3,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	6,970	6,970	6,970	7,179	7,179	7,179
5500.2420	Maintenance & Repair - Office Equipment	3,504	4,000	2,750	2,000	4,000	4,000
5500.2431	Maintenance & Repair - Roadway & Traffic Safety Marking	107,012	123,130	120,000	125,000	120,000	120,000
5600.2500	Materials & Supplies - Office	3,640	4,388	4,000	3,850	4,000	4,000
5600.2540	Materials & Supplies - Electrical Service	55,776	68,625	60,000	69,000	62,340	62,340
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	264	400	400	400	400	400

<p align="center"><b>CITY OF DANBURY</b>  <b>ENGINEERING DEPARTMENT</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>						
Antonio Iadarola, P.E.			Dept. #: 3040			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3040	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5700.2700	Equipment - Office	2,634	9,500	9,500	13,500	5,350	5,350
5700.2750	Equipment - Safety	1,989	2,000	1,975	2,000	2,000	2,000
<b>SUB-TOTAL</b>		<b>931,110</b>	<b>1,049,234</b>	<b>1,027,063</b>	<b>1,128,919</b>	<b>1,023,940</b>	<b>1,023,940</b>
<b>TOTAL</b>		<b>931,110</b>	<b>1,049,234</b>	<b>1,027,063</b>	<b>1,128,919</b>	<b>1,023,940</b>	<b>1,023,940</b>

<b>CITY OF DANBURY ENGINEERING</b>		
Antonio Iadarola, P.E.	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 3040

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
CITY ENGINEER	1		1	35,000	35,000
TRAFFIC ENGINEER	1		1	118,000	118,000
ENGINEER I	1		1	87,179	87,179
ENGINEER I (L.S.)	1		1	73,753	73,753
STAFF ENGINEER	1		1	72,452	72,452
* SURVEY CREW CHIEF	1		1	77,727	77,727
* TRAFFIC ENGINEER TECHNICIAN	2		2	68,055	136,110
* DRAFTSPERSON	1		1	63,121	63,121
* SECRETARY	1		1	54,382	54,382
<b>TOTAL</b>	<b><u>10</u></b>		<b><u>10</u></b>		<b>717,724</b>

\* Union Negotiated



<b>CITY OF DANBURY ENGINEERING</b>		
Antonio Iadarola, P.E.	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 3040

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)		
CITY ENGINEER	1		35,000	35,000
TRAFFIC ENGINEER	1		118,000	118,000
ENGINEER I	1		87,179	87,179
ENGINEER I (L.S.)	1		73,753	73,753
STAFF ENGINEER	1		72,452	72,452
* SURVEY CREW CHIEF	1		77,727	77,727
* TRAFFIC ENGINEER TECHNICIAN	2		68,055	136,110
* DRAFTSPERSON	1		63,121	63,121
* SECRETARY	1		54,382	54,382
<b>TOTAL</b>	<b><u>10</u></b>			<b><u>717,724</u></b>

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY CONSTRUCTION SERVICES ADOPTED BUDGET: 2020-2021</b></p> <p>Construction Superintendent: Tom Hughes <span style="float: right;">Dept. #: 3041</span></p>	
<b>Statement of Mission:</b>	To administer and assist in the development of capital projects and incidental construction projects resulting in a significant savings to the City of Danbury and its' taxpayers.
<b>Department Goals:</b>	The goals of Construction Services includes implementing a variety of City projects through the teamwork of the various Divisions of Public Works, utilizing its equipment to accomplish tasks efficiently, cost-effectively, on-time and within budget. Accomplishing these goals through team work, professionalism, constructability reviews , project administration and project management utilizing our in-house resources.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The Triangle Street Rehabilitation Project was completed on schedule, within budget and open to traffic in sixteen contract days.</li> <li>• The construction of the Danbury High School Track Renovation Project was administered, managed and completed on time and within budget in four months.</li> <li>• Administered, managed and inspected construction of multiple fitness trails in city-wide parks.</li> <li>• Administered and managed the construction of fourteen pre-stressed concrete tennis courts in Rogers Park and Danbury High School completed on time and within budget.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Construction Services will manage, administer and perform construction inspection services of capital projects to reduce project costs and use of outside consultants.</li> <li>• Protect our infrastructure through the continued use of our new implemented Right of Way Management System.</li> <li>• Administer and inspect the Crosby Street Bridge, Middle River Road Bridge and Phase I of the Downtown Streetscape Project.</li> <li>• Administer and manage the new Animal Control Facility.</li> </ul>

<b>CITY OF DANBURY</b> <b>CONSTRUCTION SERVICES</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 3041
Construction Superintendent: Tom Hughes			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
3041	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>3041</b>	<b>CONSTRUCTION SERVICES</b>						
5020.1000	Salaries - Regular	245,504	248,865	252,528	256,331	256,331	256,331
5250.1620	Other Benefits - Longevity	710	710	710	710	710	710
5250.1630	Other Benefits - Sick Leave	4,658	4,658	4,062	4,930	4,930	4,930
5300.2010	Purch Svcs - Professional Svcs	3,193	5,000	5,000	5,000	4,500	4,500
5300.2040	Purch Svcs - Outside Svcs	15,538	16,500	14,806	16,500	16,000	16,000
5300.2055	Purch Svcs - Postage	240	300	272	300	300	300
5300.2075	Purch Svcs - Training Courses	2,490	2,000	1,536	2,000	2,000	2,000
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,937	1,937	1,937	1,995	1,995	1,995
5500.2411	Maintenance & Repair - Playground	970	1,000	1,000	10,000	2,536	2,536
5500.2425	Maintenance & Repair - Tools & Instruments	0	200	200	200	0	0
5600.2500	Materials & Supplies - Office	399	500	319	350	350	350
5600.2565	Materials & Supplies - Minor Supplies/Hand Tools	28	250	62	250	200	200
5700.2700	Equipment - Office	392	500	360	500	400	400
5700.2750	Equipment - Safety	640	750	120	750	650	650
<b>SUB-TOTAL</b>		<b>276,698</b>	<b>283,170</b>	<b>282,912</b>	<b>299,816</b>	<b>290,902</b>	<b>290,902</b>
<b>TOTAL</b>		<b>276,698</b>	<b>283,170</b>	<b>282,912</b>	<b>299,816</b>	<b>290,902</b>	<b>290,902</b>

**CITY OF DANBURY  
CONSTRUCTION SERVICES**

Construction Superintendent: Tom Hughes

**ADOPTED BUDGET: 2020-2021**

Dept. #: 3041

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
CONSTRUCTION SUPERINTENDENT	1		1	102,006	102,006
CONSTRUCTION MANAGER	1		1	84,637	84,637
ASSISTANT CONSTRUCTION MANAGER	1		1	69,687	69,687
<b>TOTAL</b>	<b><u>3</u></b>		<b><u>3</u></b>		<b>256,330</b>

<p style="text-align: center;"><b>CITY OF DANBURY HEALTH &amp; HUMAN SERVICES ADOPTED BUDGET: 2020-2021</b></p> <p>Acting Director: Kara Prunty <span style="float: right;">Dept. #: 4000</span></p>	
<b>Statement of Mission:</b>	The purpose of the Health & Human Services Department is to protect, improve and promote the health, productivity and well being of all citizens within Danbury. Our scope of work covers a myriad of responsibilities. The department works daily to protect and improve the public's health in innumerable ways, ranging from the expected restaurant inspections, to tracking of communicable diseases.
<b>Department Goals:</b>	Our overarching goal is to develop the capacity and infrastructure to better carry out the essential services of public health. To that end, the primary function of our department is to serve as a catalyst to stimulate action from within the community to effectively and appropriately address public health concerns that may jeopardize our community's health and limit our potential to address those concerns.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Our Director was appointed to the State of Connecticut's Department of Emergency Management &amp; Homeland Security Advisory Council</li> <li>• In our inaugural year as a community immunization provider, over 1,200 vaccines were administered.</li> <li>• DHHS' complete annual report, which includes additional activities and accomplishments can be found on the Connecticut Department of Health's website: <a href="https://portal.ct.gov/DPH/Local-Health-Admin/LHA/Danbury-Health-Department">https://portal.ct.gov/DPH/Local-Health-Admin/LHA/Danbury-Health-Department</a></li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Improve accessibility and coordination with internal and external stakeholders.</li> <li>• Update food service licensure program to reflect newly adopted FDA Model Food Code.</li> <li>• Update code enforcement standards to reflect CT General Statute and Regulation requirements.</li> </ul>

**CITY OF DANBURY  
HEALTH & HUMAN SERVICES  
ADOPTED BUDGET: 2020-2021**

Acting Director: Kara Prunty

Dept. #: 4000

**PERFORMANCE MEASUREMENTS**

**Department Description:**

The Health & Human Services Department is empowered by state general statutes, as well as local ordinances to enforce public health code regulations and also to fulfill the core functions of public health.

Our department conducts programs in three main areas of public health:

1. Environmental health protection, which involves mandated health code compliance in: housing conditions, sewage disposal, and food service.
2. Community health promotion, including programs in: tuberculosis monitoring & control, sexually transmitted disease screening & treatment, chronic disease prevention, communicable disease control.
3. Social services, including programs in: case management, emergency housing, back rent assistance, landlord mediation, eviction prevention program and housing voucher assistance.

<b>Social Services Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
# of Visits to the day center	10,950	11,000	11,050	11,050	11,000	10,500	10,500
# of Clients at night shelter (unduplicated)	101	125	125	125	125	125	125
# of Clients utilizing services for medical and/or behavioral health			285	285	285	314	314
# of Substance abuse/mental health service referrals			250	300	300	330	330

<b>Community Health Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
# of TB screenings conducted	1,158	897	900	900	850	850	850
# Epidemiological interviews conducted	110	120	135	110	85	125	125
# Childhood lead poisoning home visits conducted		18	16	10	10	25	25

<b>Environmental Health Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
# of Housing inspections	43	49	59	75	175	175	175
# of Food service inspections	327	523	523	600	600	600	600
# of Certificates of apartment occupancy issued	26	28	35	55	415	350	350

**Sustainable Danbury:**

The Health & Human Services Department strives to provide citizens with excellent customer service while preserving, promoting and improving health and the environment.

**Government Authority:**

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)  
- Chapter VI, Section 6-11, "Health and Human Services Department", in the City of Danbury Charter

**Data Reference(s):**

- Case manager and shelter staff reports; Incomplete data sources required the usage of estimates based on budget reports and anecdotal evidence.

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Acting Director: Kara Prunty

**ADOPTED BUDGET: 2020-2021**

Dept. #: 4000

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2160	Health - Cer of Apt Occup	42,000	45,000	12,000	45,000	20,000	20,000
4200.2170	General Environmental Fees	20,855	0	32,000	0	0	0
4200.2200	Health - License & Permits	22,679	12,000	13,000	12,000	13,000	13,000
4200.2210	Food Licenses	271,975	175,000	135,000	175,000	150,000	150,000
4200.2215	Temp Food Licenses	16,671	10,000	10,000	10,000	10,000	10,000
4200.2220	Health-Room House&Hotel Lic	46,032	20,000	46,000	19,000	46,000	46,000
4200.2230	Pool Licenses	17,250	15,000	11,000	13,000	12,000	12,000
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>437,462</b>	<b>277,000</b>	<b>259,000</b>	<b>274,000</b>	<b>251,000</b>	<b>251,000</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4614	Daycare Inspections	600	0	1,125	0	0	0
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>600</b>	<b>0</b>	<b>1,125</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>FINES &amp; PENALTIES</u></b>							
4510.5010	Late Fees	3,950	4,000	11,000	4,000	7,000	7,000
4510.5160	Health Citations	33,482	20,000	4,500	8,500	12,500	12,500
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>37,432</b>	<b>24,000</b>	<b>15,500</b>	<b>12,500</b>	<b>19,500</b>	<b>19,500</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4900.1742	Storage Auction	657	0	159	0	0	0
<b>Sub-Total OTHER FINANCING SOURCES</b>		<b>657</b>	<b>0</b>	<b>159</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE</b>		<b>476,151</b>	<b>301,000</b>	<b>275,784</b>	<b>286,500</b>	<b>270,500</b>	<b>270,500</b>

**CITY OF DANBURY**  
**HEALTH & HUMAN SERVICES**  
**ADOPTED BUDGET: 2020-2021**

Acting Director: Kara Prunty

Dept. #: 4000

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
4000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>4000</b>	<b>HEALTH &amp; HUMAN SERVICES</b>						
5020.1000	Salaries - Regular	784,366	988,638	956,269	1,009,261	1,068,338	1,068,338
5020.4659	Salaries - Grant Reimbursements	0	0	-37,496	0	0	0
5030.1000	Overtime - Salaries	12,848	13,000	22,904	15,000	9,000	9,000
5030.4659	Overtime - Reimbursement of Expenditures	0	0	-10,735	0	0	0
5030.4659	Overtime - Grant Reimbursements	0	0	-10,736	0	0	0
5040.1000	Part Time - Salaries	132,498	129,419	261,996	104,719	104,719	104,719
5040.4659	Part Time - Grant Reimbursements	0	0	-89,777	0	0	0
5050.1140	Other Salaries - Other Earnings	0	0	0	22,839	5,980	5,980
5250.1620	Other Benefits - Longevity	2,220	2,220	1,665	1,665	1,665	1,665
5250.1630	Other Benefits - Sick Leave	10,901	13,749	12,360	15,458	15,458	15,458
5250.1690	Other Benefits - Educational Credits	6,291	7,000	7,000	0	0	0
5300.2010	Purch Svcs - Professional Svcs	42,244	49,500	43,750	62,000	47,802	47,802
5300.2040	Purch Svcs - Outside Svcs	21,009	30,000	20,000	30,000	28,000	28,000
5300.2045	Purch Svcs - Communication Svcs	13,931	28,000	9,199	28,000	28,000	28,000
5300.2055	Purch Svcs - Postage	3,248	3,500	2,500	3,500	3,500	3,500
5300.2060	Purch Svcs - Travel/Mileage	1,072	500	500	500	500	500
5300.2075	Purch Svcs - Training Courses	1,080	1,500	2,400	1,000	1,000	1,000
5300.2080	Purch Svcs - Conferences	4,118	2,250	2,250	1,000	1,500	1,500
5300.2085	Purch Svcs - Subscriptions/Memberships	2,490	2,000	2,000	2,000	2,000	2,000
5300.2090	Purch Svcs - Printing & Binding	315	1,000	1,000	1,000	1,000	1,000
5300.2095	Purch Svcs - Legal & Public Notices	0	750	2,000	2,000	750	750
5300.2115	Purch Svcs - Evictions	12,345	18,500	12,500	10,500	12,500	12,500



<b>CITY OF DANBURY</b> <b>HEALTH &amp; HUMAN SERVICES</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 4000
Acting Director: Kara Prunty			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
4000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	3,336	3,336	3,336	3,436	3,436	3,436
5500.2420	Maintenance & Repair - Office Equipment	1,529	2,000	2,000	2,000	2,000	2,000
5600.2500	Materials & Supplies - Office	2,500	2,500	2,500	2,500	2,500	2,500
5600.2510	Materials & Supplies - Community Health	15,817	2,000	2,000	2,000	2,000	2,000
5600.2520	Materials & Supplies - Emergency Aid Network	0	500	500	500	500	500
5600.2530	Materials & Supplies - Non Office	2,502	2,250	2,250	2,250	2,250	2,250
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	387	388	0	388	388	388
5700.2750	Equipment - Safety	840	800	800	800	800	800
5700.2790	Equipment - Laboratory	0	250	40	250	250	250
5865.3108	Operating Transfer Out - To Special Revenue Funds	31,435	130,000	130,000	130,000	370,000	370,000
5870.3205	Contributions/Grants - CIFIC	97,188	92,350	92,350	97,188	92,350	92,350
5870.3210	Contributions/Grants - Danbury Youth Services	89,368	84,900	84,900	84,900	84,900	84,900
5870.3215	Contributions/Grants - Womens Center	46,081	41,300	41,300	41,300	41,300	41,300
5870.3245	Contributions/Grants - Jericho Partnership	25,000	25,000	25,000	25,000	25,000	25,000
5870.3247	Contributions/Grants - ARC	0	15,000	15,000	0	0	0
<b>SUB-TOTAL</b>		<b>1,366,958</b>	<b>1,694,100</b>	<b>1,613,525</b>	<b>1,702,954</b>	<b>1,959,386</b>	<b>1,959,386</b>
<b>TOTAL</b>		<b>1,366,958</b>	<b>1,694,100</b>	<b>1,613,525</b>	<b>1,702,954</b>	<b>1,959,386</b>	<b>1,959,386</b>

**CITY OF DANBURY  
HEALTH & HUMAN SERVICES  
ADOPTED BUDGET: 2020-2021**

Acting Director: Kara Prunty

Dept. #: 4000

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR OF HEALTH & HUMAN SERVICES	1		1	118,773	118,773
COMMUNITY HEALTH COORDINATOR	1		1	87,200	87,200
ASSOCIATE DIRECTOR OF HEALTH FOR COMMUNITY PROGRAMS	1		1	76,200	76,200
ASSOCIATE DIRECTOR OF ENVIRONMENTALHEALTH	1		1	85,724	85,724
* EPIDEMIOLOGIST	1		1	54,382	54,382
HOUSING COORDINATOR	1		1	54,505	54,505
* SHELTER PROGRAMS COORDINATOR	1		1	77,059	77,059
* SANITARIAN	2		2	67,959	135,918
* PUBLIC HEALTH INSPECTOR	3	1	4	63,518-67,959	258,510
* ENVIRONMENTAL COMPLIANCE OFFICER	1		1	67,959	67,959
* COMMUNITY RELATIONS CLERK	1		1	52,107	52,107
<b>TOTAL</b>	<b><u>14</u></b>		<b><u>15</u></b>		<b>1,068,337</b>

\* Union Negotiated

<b>CITY OF DANBURY VETERANS' ADVISORY ADOPTED BUDGET: 2020-2021</b>	
Director: Dan Hayes <span style="float: right;">Dept. #: 5001</span>	
<b>Statement of Mission:</b>	The mission of the Danbury Veterans Advisory Center is to assist all veterans of Danbury and their dependents in obtaining all federal and state benefits to which they are entitled.
<b>Department Goals:</b>	We serve Danbury's veterans and their families with dignity and compassion as their principal advocate to ensure they receive the care, support, and recognition earned in service to the United States of America.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Continued to transport veterans to the Veterans Affairs Medical Centers at no cost to the City Of Danbury.</li> <li>• Veterans Affairs Office has served over 10,000 veterans as well as their family members, in determining initial and continuing benefits</li> <li>• Participated as a member of the “Homes for Heroes” Program in Danbury.</li> <li>• Provided seminars and presentations at various veterans’ organizations pertaining to VA benefits.</li> <li>• Delivered speeches in honor of the veterans at various ceremonies.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue serving veterans and dependents of Danbury, Bethel, Brookfield, New Fairfield, New Milford, Newtown, Redding, Ridgefield, Roxbury and Sherman with all federal and state benefits.</li> <li>• Schedule Community Congressmen and Senators to meet with area veterans’ organizations to periodically explain what our government is doing for the veterans.</li> <li>• Continue participation as a member of the “Homes for Heroes” Program in Danbury.</li> <li>• Interact with local veterans to determine initial and continuing eligibility for benefits.</li> </ul>

<b>CITY OF DANBURY</b> <b>VETERANS' ADVISORY</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 5001
Director: Dan Hayes			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
5001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>5001</b>	<b>VETERANS' ADVISORY</b>						
5020.1000	Salaries - Regular	0	32,200	46,496	56,651	56,651	56,651
5040.1000	Part Time - Salaries	20,220	3,600	3,600	0	0	0
5050.1130	Other Salaries - Council of Veterans Stipends	3,300	4,368	4,368	3,700	4,400	4,400
5250.1630	Other Benefits - Sick Leave	0	0	0	1,090	1,090	1,090
5300.2055	Purch Svcs - Postage	29	250	19	250	250	250
5300.2085	Purch Svcs - Subscriptions/Memberships	0	250	0	250	250	250
5600.2500	Materials & Supplies - Office	0	2,400	500	1,000	859	859
5600.2535	Materials & Supplies - Clothing/Dry Goods/Linens	0	100	100	0	0	0
5700.2700	Equipment - Office	0	750	0	500	500	500
5870.3290	Contributions/Grants - Danbury Council of Veterans	28,298	15,000	30,000	30,000	30,000	30,000
<b>SUB-TOTAL</b>		<b>51,847</b>	<b>58,918</b>	<b>85,083</b>	<b>93,441</b>	<b>94,000</b>	<b>94,000</b>
<b>TOTAL</b>		<b>51,847</b>	<b>58,918</b>	<b>85,083</b>	<b>93,441</b>	<b>94,000</b>	<b>94,000</b>

<p align="center"><b>CITY OF DANBURY VETERANS ADVISORY</b></p>		
Director: Dan Hayes	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 5001

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR	0	1	1	56,650	56,650
<b>TOTAL</b>	<b><u>0</u></b>		<b><u>1</u></b>		<b>56,650</b>

<b>CITY OF DANBURY ELDERLY SERVICES</b> Director, Elderly Services: Susan Tomanio <b>ADOPTED BUDGET: 2020-2021</b> Dept. #: 5002		
<b>Statement of Mission:</b>	The Department of Elderly Services seeks to increase the quality of life of Danbury area citizens who are age 60 or older by developing many comprehensive programs and resource and referral services specifically designed to enrich the general well-being of Danbury's more mature population.	
<b>Department Goals:</b>	The Department of Elderly Services' goals include: Increasing awareness of the department as the premier resource for information and guidance on senior aging issues, caregivers and the greater community, enabling older adults to live in independent living appropriate for their daily needs by offering referrals to a range of community based services, developing programs and services meeting needs of a diverse population, ensuring vulnerable seniors are treated with dignity, and protected against abuse, exploitation and consumer fraud.	
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Provided 1,937 resources and referral services through the Municipal Agent, 1,583 recurring programs and 204 special programs at the Elmwood Hall Senior Center, 4,618 one-way rides through the Van Transportation program, processed 839 Rent Rebate applications, served 6,872 meals through the Senior Nutrition Lunch program.</li> <li>• Delivered programs in conjunction with 90 community partners at the Elmwood Hall Senior Center.</li> <li>• We hosted a site for student learning experiences in prevention programs for older adults.</li> <li>• Fundraising through the department and through The Prime Timers, Inc., Friends of Danbury Seniors in the amount of \$67,747 for the fiscal year.</li> </ul>	
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Remain an active WCAAA Focal Point for resource and referral services.</li> <li>• Deliver innovative program offerings to Danbury seniors with our many community partners.</li> <li>• Remain engaged on a state and local level on initiatives to link seniors with community resources to increase successful health outcomes.</li> <li>• Seek revenue through grants, private donations, foundations, class fees and fundraisers through the Prime Timers, Inc., Friends of Danbury Seniors and directly through the department.</li> </ul>	

Director, Elderly Services: Susan Tomanio	<b>CITY OF DANBURY ELDERLY SERVICES ADOPTED BUDGET: 2020-2021</b>	Dept. #: 5002
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#### PERFORMANCE MEASUREMENTS

##### Department Description:

The Department of Elderly Services seeks to increase the quality of life of Danbury area citizens who are age 60 and up by developing many comprehensive programs specifically designed to enrich the general well-being of Danbury's more mature population. With a special focus on reaching out to those most vulnerable and in need, the Department of Elderly Services provides the following resource and referral services to assist with "Aging in Place": the Municipal Agents Office for the Elderly, the Van Transportation Program, and the warm and supportive recreational, educational, intergenerational and wellness-based environment of the Elmwood Hall Senior Center.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Elmwood Hall Services/Programs*	27,030	21,004	24,341	21,582	21,875	21,000	21,000
Elmwood Hall Active Clients	600	1,085	4,754	5,035	5,260	5,000	5,000
Elmwood Hall Incoming Calls	7,318	6,488	10,428	8,638	8,234	8,200	8,200
Municipal Agent Clients Served	3,812	1,067	462/992	719/1,285	856/1,138	700/975	700/975
Occurrences of participation in special programs	4,608	4,843	3,623	4,107	4,754	4,000	4,000
Van Transportation Clients Served	112	60	48	49	67	60	60
Van Transportation One-Way Rides	4,408	5,354	4,964	4,121	4,618	4,000	4,000
Rent Rebate Clients		952	931	836	839	830	830

##### Sustainable Danbury:

The department will continue to be a State of CT "Focal Point" for senior resources, referrals, and group outreach, along with innovative and diverse programming to meet the needs of Danbury's more mature population.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-2, "Administrative Departments" and Chapter VI, Section 6-13, "Department of Elderly Services", in the City of Danbury Charter

##### Data Reference(s):

- MySeniorCenter software, manual tracking by staff

<b>CITY OF DANBURY</b> <b>ELDERLY SERVICES</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 5002
Director, Elderly Services: Susan Tomanio			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
5002	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>5002</b>	<b>ELDERLY SERVICES</b>						
5020.1000	Salaries - Regular	152,867	155,874	159,139	158,511	158,511	158,511
5030.1000	Overtime - Salaries	1,541	1,030	547	0	0	0
5040.1000	Part Time - Salaries	85,548	76,064	99,570	103,740	88,920	88,920
5040.4659	Part Time - Grant Reimbursements	0	0	-30,312	0	0	0
5050.1140	Other Salaries - Other Earnings	0	0	0	1,869	0	0
5250.1620	Other Benefits - Longevity	455	455	455	455	455	455
5250.1630	Other Benefits - Sick Leave	1,484	2,456	2,455	2,551	2,551	2,551
5300.2010	Purch Svcs - Professional Svcs	20,300	18,450	19,632	19,632	19,632	19,632
5300.2045	Purch Svcs - Communication Svcs	1,230	1,230	1,200	1,200	1,200	1,200
5300.2055	Purch Svcs - Postage	3,196	3,320	3,200	3,200	2,764	2,764
5300.2085	Purch Svcs - Subscriptions/Memberships	249	385	442	385	385	385
5300.2090	Purch Svcs - Printing & Binding	3,209	3,222	3,200	3,200	3,200	3,200
5300.2095	Purch Svcs - Legal & Public Notices	0	150	300	300	0	0
5300.4659	Purch Svcs - Reimbursement of Expenditures	-10,430	0	-6,909	0	0	0
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	2,413	2,413	2,413	2,485	2,485	2,485
5500.2420	Maintenance & Repair - Office Equipment	615	783	783	783	783	783
5600.2500	Materials & Supplies - Office	853	1,275	1,425	1,425	1,425	1,425
5600.2530	Materials & Supplies - Non Office	2,720	3,000	3,000	3,000	3,000	3,000
<b>SUB-TOTAL</b>		<b>266,249</b>	<b>270,107</b>	<b>260,540</b>	<b>302,736</b>	<b>285,311</b>	<b>285,311</b>
<b>TOTAL</b>		<b>266,249</b>	<b>270,107</b>	<b>260,540</b>	<b>302,736</b>	<b>285,311</b>	<b>285,311</b>



**CITY OF DANBURY  
ELDERLY SERVICES**

Director, Elderly Services: Susan Tomanio

**ADOPTED BUDGET: 2020-2021**

Dept. #: 5002

**TABLE OF ORGANIZATION**

<b>TABLE OF ORGANIZATION</b>		<b>NUMBER OF POSITIONS</b>		<b>PRESENT RATES</b>	<b>ADOPTED BUDGET 2020-2021</b>
		<b>2019-2020 BUDGET</b>	<b>CHANGE (+ or -)</b>		
	DIRECTOR	1		90,552	90,552
*	MUNICIPAL AGENT	1		67,959	67,959
	<b>TOTAL</b>	<b><u>2</u></b>			<b>158,511</b>

\* Union Negotiated

<p style="text-align: center;"><b>CITY OF DANBURY ELDERLY TRANSPORTATION ADOPTED BUDGET: 2020-2021</b></p> <p>Chief Operating Officer, Jacqueline Elam <span style="float: right;">Dept. #: 5003</span></p>	
<b>Statement of Mission:</b>	The Authority's mission, in support of the City of Danbury, is to provide safe, affordable and decent housing within the City of Danbury.
<b>Department Goals:</b>	Elderly transportation service provides free, safe, door to door transportation to low and moderate income residents of the Housing Authority's elderly properties. Residents are transported to accomplish grocery and other shopping needs, attend medical appointments, and religious services.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Provided elderly residents with door-to-door transportation to shopping centers and special events including Mission Health Day, benefiting 10 to 15 residents weekly.</li> <li>• We partnered with HART to provide transportation to the annual resident cookout and annual senior holiday party, servicing approximately 30 out of 80 attendees.</li> <li>• Provided continuous transportation to the polls on Election Day for all elderly residents.</li> <li>• Continued Saturday service and additional shopping plazas as well as the local Farmer's Market.</li> <li>• Replaced van with a new wheelchair accessible vehicle which includes safer bus-style entrance for all passengers.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue providing a safe method of door-to-door transportation for elderly and disable residents to shopping centers and other Danbury events.</li> <li>• Expand by providing transportation to participate in social activities outside of the Housing Authority's sponsorship, including special outings in the community.</li> <li>• Promote ridership to residents requiring accessible transportation.</li> <li>• Increase ridership by adding additional stops to regular routes as requested by residents.</li> </ul>

<b>CITY OF DANBURY</b> <b>ELDERLY TRANSPORTATION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 5003
Chief Operating Officer, Jacqueline Elam			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
5003	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>5003</b>	<b>ELDERLY TRANSPORTATION</b>						
5870.3265	Contributions/Grants - Danbury Housing Authority	12,000	12,000	12,000	12,000	12,000	12,000
<b>SUB-TOTAL</b>		<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b>TOTAL</b>		<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>

<b>CITY OF DANBURY COMMUNITY SERVICES ADOPTED BUDGET: 2020-2021</b>	
Grant Resource Dev. Mgr.: Lisa Alexander <span style="float: right;">Dept. #: 5011</span>	
<b>Statement of Mission:</b>	Our mission is to advance the common good in our local communities – creating opportunities for a good life for all by focusing on three essentials to a good life: Education that leads to a stable job; Economics aimed at financial viability and stability that can support a family through retirement; and Health that leads our residents to accessible health care programs.
<b>Department Goals:</b>	The City's primary goal is to ensure that the needs of the community continue to be sufficiently addressed by seeking out other organizations within the community who share a common vision and have the unique talent and expertise to effectively and efficiently address such needs. By partnering with organizations such as the Danbury Downtown Council and United Way, we can maximize our collective skills and resources in the delivery of the municipality.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• The City of Danbury formed and maintained partnerships with other community-based organizations such as the Danbury Downtown Council and United Way.</li> <li>• Partnerships optimized collective skills, talents and resources in the delivery of the municipal services.</li> <li>• Community services helped to preserved the cultural, educational, economic, historical and natural resources of the City.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue to strengthen our partnerships with the Danbury Downtown Council, United Way and other organizations to better serve the Danbury community. These organizations shall continue to provide a vital role in providing much needed services of the community that would likely have to be provided by the City Government.</li> <li>• Continue seeking out other organizations to partner with in providing cost-effective and measureable results to deliver quality community services.</li> <li>• Expand community-based programs by coordinating efforts with the downtown Council and the United Way.</li> </ul>

<b>CITY OF DANBURY</b> <b>COMMUNITY SERVICES</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 5011
Grant Resource Dev. Mgr.: Lisa Alexander			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
5011	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>5011</b>	<b>COMMUNITY SERVICES</b>						
6000.6021	Donations/Grants - Downtown Council	31,398	31,398	31,398	31,398	31,398	31,398
6000.6080	Donations/Grants - United Way	265,000	240,000	240,000	300,000	0	0
6000.6086	Donations/Grants - Danbury PAL	50,000	50,000	50,000	50,000	50,000	50,000
<b>SUB-TOTAL</b>		<b>346,398</b>	<b>321,398</b>	<b>321,398</b>	<b>381,398</b>	<b>81,398</b>	<b>81,398</b>
<b>TOTAL</b>		<b>346,398</b>	<b>321,398</b>	<b>321,398</b>	<b>381,398</b>	<b>81,398</b>	<b>81,398</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>DANBURY PUBLIC LIBRARY</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Library Director: Katie Pearson <span style="float: right;">Dept. #: 7000</span></p>	
<b>Statement of Mission:</b>	As approved by the Library Board of Directors: As an essential city asset, the Danbury Public Library is committed to being: A) A welcoming destination; B) Responsive to the varied needs of our city's diverse community; and C) A source of inspiration through words and ideas.
<b>Department Goals:</b>	The Danbury Public Library's goal is to build lasting community connections by fostering creativity, discovery and personal growth. This is achieved by employing its 8 internal departments providing dedication to superior customer service to over 300,000 people who visit the library each year.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Danbury Public Library has celebrated 150 years of community events and a party on the plaza.</li> <li>• Community conversations for teens about race and equality has been provided through grant funds.</li> <li>• We worked with the Danbury Museum to provide historical reenactors to 7th graders in Danbury Schools through grant funds.</li> <li>• The Junior Floor in Spring 2020 will be renovated with new shelving, enhanced storycorner and a new sensory space through grant funding.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• The Library Technology Center will be renovated with updated computers and technology.</li> <li>• The Danbury Public Library will develop a deeper connection with community organizations through new sensory space on the Junior Floor.</li> <li>• We will create a marketing plan and budget to help enhance our presence in the community using the new 5-year strategic plan.</li> </ul>

Library Director: Katie Pearson	<b>CITY OF DANBURY DANBURY PUBLIC LIBRARY ADOPTED BUDGET: 2020-2021</b>	Dept. #: 7000
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## PERFORMANCE MEASUREMENTS

### Department Description:

As an essential City asset, the Danbury Library is committed to being: a welcoming destination; responsive to the varied needs of our City's diverse community; and a source of inspiration through words and ideas. The library provides free materials and resources for learners of all ages, including print and non-print items, databases and programs. The Danbury Library will continue to add more resources for the public, such as collections, programming and e-books.

<b>Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Library Volumes in Collection	120,310	115,450	108,009	109,069	108,026	<b>109,000</b>	<b>109,000</b>
Number of Items Checked Out	662,974	689,380	556,961	549,032	560,459	<b>580,000</b>	<b>600,000</b>
Number of Programs	836	1,219	1,969	1,474	1,927	<b>2,000</b>	<b>2,200</b>
Program Attendance	17,318	23,067	19,037	20,990	32,227	<b>35,000</b>	<b>37,000</b>
Active Library Cards	25,844	28,173	26,080	24,837	26,948	<b>27,000</b>	<b>28,000</b>

### Sustainable Danbury:

The Danbury Library remains committed to providing a high quality of service to the public. The library is an opportunity for all different types of people from all different walks of life to engage and be a part of the community. The library offers books, computers, downloadable music & movies, e-books, iPad, Wi-Fi hotspots, Roku, kindle and audiobooks; as well as classes and a multitude of programs for everyone in the community. It is also a safe place for people to come to meet within the community, a quiet study area for some and a way for children to interact outside of school. The library actively changes to accommodate the needs and wants of the community.

### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Danbury Library Board of Directors
- The Library Board of Directors adopted the Library Bill of Rights

### Data Reference(s):

- Library Records

<b>CITY OF DANBURY</b> <b>DANBURY PUBLIC LIBRARY</b> <b>ADOPTED BUDGET: 2020-2021</b>		Dept. #: 7000
Library Director: Katie Pearson		

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7000	ACCOUNT DESCRIPTION	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2020-2021
<b>7000</b>	<b>DANBURY PUBLIC LIBRARY</b>					
5020.1000	Salaries - Regular	1,408,882	1,515,060	1,424,556	1,521,133	1,500,386
5030.1000	Overtime - Salaries	12	0	0	0	0
5040.1000	Part Time - Salaries	199,703	210,000	193,419	220,000	220,445
5040.1020	Part Time - Community Liasion	14,004	16,120	16,120	16,120	16,120
5050.1140	Other Salaries - Other Earnings	0	0	0	35,101	0
5250.1620	Other Benefits - Longevity	4,295	3,840	2,930	2,275	2,275
5250.1630	Other Benefits - Sick Leave	17,171	18,906	17,285	19,687	19,687
5300.2010	Purch Svcs - Professional Svcs	31,610	31,875	31,800	31,800	31,800
5300.2040	Purch Svcs - Outside Svcs	125,354	134,800	134,900	134,900	134,900
5300.2045	Purch Svcs - Communication Svcs	434	500	500	500	500
5300.2055	Purch Svcs - Postage	3,937	5,000	5,000	5,000	5,000
5300.2060	Purch Svcs - Travel/Mileage	487	500	500	500	500
5300.2075	Purch Svcs - Training Courses	1,540	1,545	1,545	1,545	1,545
5300.2080	Purch Svcs - Conferences	1,455	1,500	1,500	1,500	1,500
5300.2090	Purch Svcs - Printing & Binding	3,425	3,500	3,500	3,500	3,500
5300.2095	Purch Svcs - Legal & Public Notices	0	500	500	500	313
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	17,309	17,309	17,309	17,828	17,828
5500.2420	Maintenance & Repair - Office Equipment	94,437	95,800	95,765	95,800	95,800
5600.2500	Materials & Supplies - Office	15,012	15,600	15,600	15,600	15,600
5600.2605	Materials & Supplies - Books	68,647	67,200	67,200	67,200	67,200
5600.2607	Materials & Supplies - Books - Children	23,187	23,000	23,000	23,000	23,000
5600.2610	Materials & Supplies - Magazines	14,468	14,500	14,500	14,500	14,500



<b>CITY OF DANBURY</b> <b>DANBURY PUBLIC LIBRARY</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7000
Library Director: Katie Pearson			

**APPROPRIATIONS**

DEPT. #:		AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7000	ACCOUNT DESCRIPTION	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2020-2021	2020-2021	2020-2021
5600.2615	Materials & Supplies - Recordings	1,283	1,500	1,500	1,500	1,500
5600.2620	Materials & Supplies - Films	9,242	9,700	9,700	9,700	9,700
5600.2625	Materials & Supplies - Audiobooks	7,322	7,500	7,500	7,500	7,500
5700.2700	Equipment - Office	45,924	43,800	43,800	43,800	43,800
<b>SUB-TOTAL</b>		<b>2,109,143</b>	<b>2,239,555</b>	<b>2,290,489</b>	<b>2,234,899</b>	<b>2,234,899</b>
<b>TOTAL</b>		<b>2,109,143</b>	<b>2,239,555</b>	<b>2,290,489</b>	<b>2,234,899</b>	<b>2,234,899</b>

**CITY OF DANBURY  
LIBRARY**

Library Director: Katie Pearson

**ADOPTED BUDGET: 2020-2021**

Dept. #: 7000

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
LIBRARY DIRECTOR	1		1	123,630	123,630
ASSISTANT LIBRARY DIRECTOR	1		1	84,845	84,845
* LIBRARIAN II	1		1	77,059	77,059
* (PF) SENIOR COMPUTER TECHNICIAN	1		1	56,312	77,059
* LIBRARY TECHNICAL ASSISTANT (COMMUNITY RELATIONS)	1		1	72,545	72,545
* LIBRARY TECHNICAL ASSISTANT (CIRCULATION)	1		1	72,545	72,545
* LIBRARIAN I	6		6	67,959	407,754
* SECRETARY	1		1	64,191	64,191
* CHILDREN'S PROGRAM COORDINATOR	1		1	54,682	54,382
* LIBRARY TECHNICAL ASSISTANT I	1		1	54,382	54,382
* COMPUTER TECHNICIAN	1		1	58,913	58,913
* COMMUNICATIONS SPECIALIST	1		1	59,813	58,913
* TECHNOLOGY PROGRAM COORDINATOR	1		1	54,382	54,382
* CLERK TYPIST II	5		5	52,106	260,530
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(20,745)
<b>TOTAL</b>	<b><u>23</u></b>		<b><u>23</u></b>		<b>1,500,385</b>

\* Union Negotiated

\* Union Negotiated; (PF) Partially Funded

<p style="text-align: center;"><b>CITY OF DANBURY LONG RIDGE LIBRARY ADOPTED BUDGET: 2020-2021</b></p> <p>Treasurer: Kamala Naidu <span style="float: right;">Dept. #: 7001</span></p>	
<b>Statement of Mission:</b>	The Long Ridge Library is a community library serving the Long Ridge neighborhood since 1916. There are many loyal patrons throughout Danbury and neighboring towns. We offer large selections of best sellers, videos, magazines for borrowing and a copier for patrons. We provide a community gathering place for residents to preserve this historic treasure of culture, recreation, a variety of books, audiotapes and the classics for adults and children.
<b>Department Goals:</b>	Our purpose is to provide a community gathering place for the Long Ridge/Danbury area residents. The Long Ridge Library is meant to help preserve the integrity and beauty of Danbury's Long Ridge area, and continues to keep operating costs to a minimum by asking for volunteer labor.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• We have increased our diversified library collection of books and videos by 25% through purchases and donations.</li> <li>• The Library volunteers celebrated the Library's 100th Anniversary in July 2019. Almost 200 local people attended, and several dignitaries from Danbury City Hall and State representatives were present. The event provided exposure of Long Ridge Library to the community and generated almost \$800 in public donations.</li> <li>• The Library interior has been improved with recessed lighting repair and bulb replacements, plumbing repairs and the replacement of faulty dehumidifiers.</li> <li>• Yard maintenance and safety has been maintained via snowplowing, regular seasonal maintenance and planting new flowers.</li> <li>• A few exterior improvements have been made to the Library building</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Increase circulation by 20% to families in the area around Long Ridge Library. Currently approximately 300 families use the Library facilities.</li> <li>• Repair and paint the outside of the original One Room Schoolhouse, and replace carpeting in the North Wing.</li> <li>• Plan removal of trees in the rear of the building that are in danger of collapsing onto the building.</li> <li>• Copper flashing around the chimney to keep it from leaking and replace floor boards affected by the leak.</li> <li>• Deliver books to homebound patrons.</li> </ul>

Treasurer: Kamala Naidu	<b>CITY OF DANBURY LONG RIDGE LIBRARY ADOPTED BUDGET: 2020-2021</b>	Dept. #: 7001
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#### PERFORMANCE MEASUREMENTS

##### Department Description:

Long Ridge Library is a historic community center providing an invaluable collection of local history. A meeting place for residents, as well as a desire to preserve this local treasure of culture and recreation.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Library Volumes in Collection	3,500	3,800	4,150	4,300	5,324	5,500	5,500
# of Items Checked Out	2,103	2,700	2,800	3,000	2,484	2,784	2,784
# of Programs	6	8	9	7	8	11	12
Program Attendance	20	163	165	25	58	210	230
Volunteer Donations	n/a	n/a	n/a	n/a	n/a	\$1,016	\$1,000
Active Library Cards	415	350	360	370	615	625	625

##### Sustainable Danbury:

The Long Ridge Library utilizes Librarian Staff and a few volunteers to maintain all the day-to-day functions. Librarians fill the library hours and operate events and planning. They are able and willing to continue in volunteer positions.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

Librarians: Barbara Fulton, Elena Sicconi

##### Data Reference(s):

- Library Records

<b>CITY OF DANBURY</b> <b>LONG RIDGE LIBRARY</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7001
Treasurer: Kamala Naidu			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7001	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>7001</b>	<b>LONG RIDGE LIBRARY</b>						
5870.3255	Contributions/Grants - Long Ridge Library	6,992	14,000	14,000	14,854	14,000	14,000
<b>SUB-TOTAL</b>		<b>6,992</b>	<b>14,000</b>	<b>14,000</b>	<b>14,854</b>	<b>14,000</b>	<b>14,000</b>
<b>TOTAL</b>		<b>6,992</b>	<b>14,000</b>	<b>14,000</b>	<b>14,854</b>	<b>14,000</b>	<b>14,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>DEPARTMENT OF RECREATION</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	
<p>Director of Recreation: Nicholas Kaplanis <span style="float: right;">Dept. #: 7002</span></p>	
<p><b>Statement of Mission:</b></p>	<p>The Danbury Recreation Department is committed to providing high quality and diverse recreational programs and services while working in cooperation with Danbury's youth and adult athletic organizations as well as City agencies. In addition, we will develop outreach efforts with a focus on our diverse population to attain more integration of our youth in public and private recreation programs.</p>
<p><b>Department Goals:</b></p>	<p>The Danbury Recreation Department's goals are to offer extensive recreational programming opportunities for residents young and the young at heart. Opportunities include participating in recreational activities and enjoying our leisure facilities. We continue to invest our resources in rebuilding infield surfaces and making improvements with drainage at many of our facilities. Our objectives include: employing park maintainers to work diligently to ensure every facility is manicured and carefully prepared to ensure optimum use of that playing surface.</p>
<p><b>Fiscal Year:</b>   <b>2019-2020</b>   <b>Accomplishments:</b></p>	<ul style="list-style-type: none"> <li>• Installed additional outdoor fitness parks at Candlewood Town Park, Highland Avenue Park and Rogers Park as well as fitness stations at Bear Mountain Park. Equipment is designed to improve strength, cardiovascular, stretching, balance and is suitable for all ages.</li> <li>• Completed the tennis courts at Rogers Park and Danbury High School reconstruction using State-of-the-Art post tension concrete process. Both locations have two Pickleball courts. Lighting at Rogers Park updated as well.</li> <li>• Implemented tobacco and vape-free environment in all City Parks. Installed colorful, informational signs to alert general public.</li> <li>• Construction underway to build a second off-leash Dog Park. This will be located near Marjorie Reservoir on the north side of Danbury.</li> </ul>
<p><b>Major Objectives 2020-2021:</b></p>	<ul style="list-style-type: none"> <li>• Install an early warning lightning detection system encompassing all major park venues. The system will insure advance warning of impending severe weather and notify officials when it is safe to resume play</li> <li>• Purchase new boat ramp dock for Candlewood Town Park to replace existing one.</li> <li>• Build Outdoor Basketball Court. We continue the search for the optimal location for a new court.</li> <li>• Fencing Improvements at Selected Sites. Repair and replace fences where required.</li> <li>• Rogers Park Lighting System on Softball Fields: Replace underground wiring, conduits, connections and poles.</li> </ul>

Director of Recreation: Nicholas Kaplanis	<b>CITY OF DANBURY DEPARTMENT OF RECREATION ADOPTED BUDGET: 2020-2021</b>	Dept. #: 7002
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#### PERFORMANCE MEASUREMENTS

##### Department Description:

The Danbury Recreation Department is committed to providing high quality and diverse recreational programs and services while working in cooperation with Danbury's youth and adult athletic organizations as well as other City agencies. Additionally, we pursue new opportunities to expand our offerings as we try to meet the varied needs of our ever changing community, as well as making necessary improvements where needed. The department's goal is to offer a variety of recreational programs to meet the needs of as many of City of Danbury residents as possible from the young to seniors and those with disabilities. The Department of Recreation also develops scheduling that will maintain maximum facility utilization and to monitor all park assets. We will strive to maintain participation in all programs and continue to provide training for our summer employees.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
Number of Recreation Programs	27	30	31	32	32	32	32
Number of Participants	8,000	8,590	8,700	8,600	8,400	8,500	8,500
Summer Program Enrollments	510	525	520	430	375	350	375
Hours of P/T Employee Training	100	100	100	100	125	125	125
Utilization of Facilities	93%	93%	94%	94%	94%	94%	94%
Monitor Park Assets - Hours	275	275	275	280	295	295	300

##### Sustainable Danbury:

The Department of Recreation will continue to promote awareness of all services available through the use of the City of Danbury web site, Social Media, Danbury Board of Education through the distribution of flyers and any other forms of media available to improve communications.

In addition, we will develop outreach efforts with focus on our diverse population to attain more integration of our youth in public and privster recreation programs. Follow us on Facebook, Danbury's Recreation Department.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-2, "Administrative Departments" and Chapter VI, Section 6-12, "Department of Parks and Recreation", in the City of Danbury Charter

##### Data Reference(s):

- Recreation Department

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Director of Recreation: Nicholas Kaplanis

**ADOPTED BUDGET: 2020-2021**

Dept. #: 7002

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4741	Safe Summer Program	12,016	17,500	11,000	16,800	8,750	8,750
4400.4742	Summer Playground Program	41,980	56,250	40,000	49,000	28,125	28,125
4400.4743	Swim Program	4,180	6,400	9,005	8,400	3,200	3,200
4400.4744	Candlewood Town Park - Admission	54,372	61,000	37,500	68,600	30,500	30,500
4400.4745	Candlewood Town Park - Boat Ramp	23,959	21,500	6,100	23,250	10,750	10,750
4400.4746	Community Garden Plot Rentals	1,330	1,100	1,200	1,100	1,100	1,100
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>137,838</b>	<b>163,750</b>	<b>104,805</b>	<b>167,150</b>	<b>82,425</b>	<b>82,425</b>
<b><u>RENTS</u></b>							
4620.1310	Building	0	1,710	1,710	1,710	0	0
4620.1311	Hatters Hall	28,137	18,500	16,000	39,000	9,250	9,250
4620.1312	Hatters Pavilion	12,958	12,000	10,000	14,000	6,000	6,000
4620.1313	Hatters Park Meetings	8,317	6,900	7,000	7,500	3,450	3,450
4620.1314	Rogers Park Vendors	14,620	12,100	0	12,000	6,050	6,050
<b>Sub-Total RENTS</b>		<b>64,033</b>	<b>51,210</b>	<b>34,710</b>	<b>74,210</b>	<b>24,750</b>	<b>24,750</b>
<b>TOTAL REVENUE</b>		<b>201,870</b>	<b>214,960</b>	<b>139,515</b>	<b>241,360</b>	<b>107,175</b>	<b>107,175</b>



<b>CITY OF DANBURY</b> <b>DEPARTMENT OF RECREATION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7002
Director of Recreation: Nicholas Kaplanis			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7002	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>7002</b>	<b>DEPARTMENT OF RECREATION</b>						
5020.1000	Salaries - Regular	86,467	87,651	88,942	90,281	90,281	90,281
5040.1000	Part Time - Salaries	145,886	179,255	150,175	238,458	156,038	156,038
5250.1620	Other Benefits - Longevity	355	355	355	355	355	355
5250.1630	Other Benefits - Sick Leave	1,640	1,686	1,686	1,737	1,737	1,737
5300.2010	Purch Svcs - Professional Svcs	34,448	35,000	35,000	38,500	35,000	35,000
5300.2040	Purch Svcs - Outside Svcs	11,500	12,745	12,000	12,000	12,000	12,000
5300.2045	Purch Svcs - Communication Svcs	434	500	500	500	500	500
5300.2055	Purch Svcs - Postage	47	50	50	50	50	50
5300.2060	Purch Svcs - Travel/Mileage	262	506	505	520	500	500
5300.2085	Purch Svcs - Subscriptions/Memberships	0	125	125	125	125	125
5300.2090	Purch Svcs - Printing & Binding	617	825	825	825	825	825
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	1,227	1,227	1,227	1,264	1,264	1,264
5500.2420	Maintenance & Repair - Office Equipment	562	600	500	500	500	500
5600.2500	Materials & Supplies - Office	199	250	250	250	250	250
5600.2525	Materials & Supplies - Custodial	482	600	700	700	700	700
5600.2570	Materials & Supplies - Medical/Chemical	115	200	200	200	200	200
5600.2580	Materials & Supplies - Recreational	7,843	14,380	12,000	12,000	12,000	12,000
5870.3225	Contributions/Grants - Westerners	9,495	8,995	8,995	8,995	8,995	8,995
<b>SUB-TOTAL</b>		<b>301,578</b>	<b>344,950</b>	<b>314,035</b>	<b>407,260</b>	<b>321,320</b>	<b>321,320</b>
<b>TOTAL</b>		<b>301,578</b>	<b>344,950</b>	<b>314,035</b>	<b>407,260</b>	<b>321,320</b>	<b>321,320</b>

**CITY OF DANBURY  
RECREATION**

Director of Recreation: Nicholas Kaplanis

**ADOPTED BUDGET: 2020-2021**

Dept. #: 7002

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
DIRECTOR OF RECREATION	1		1	90,280	90,280
<b>TOTAL</b>	<b><u>1</u></b>		<b><u>1</u></b>		<b>90,280</b>

<p style="text-align: center;"><b>CITY OF DANBURY TARRYWILE PARK AUTHORITY ADOPTED BUDGET: 2020-2021</b></p>		Executive Director: Becky B. Petro	Dept. #: 7003
<b>Statement of Mission:</b>	Tarrywile Park is managed for the City of Danbury by the Tarrywile Park Authority to provide appropriate community activities, passive recreation, environmental education, wildlife management, watershed protection, scenic views, agriculture and forestry while maintaining a sustained balance of historic preservation.		
<b>Department Goals:</b>	Tarrywile Park Authority was established by an ordinance of the Common Council of the City of Danbury to oversee the operation of Tarrywile Park. The Tarrywile Park Authority and its staff manage the Park for the City of Danbury. The Park will continue providing programs, activities and opportunities for observing wildlife and scenic views. The Park continues to be utilized for high school activities and passive recreation such as walking, hiking and mountain biking.		
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Tarrywile Park will be holding a total of 6 fundraisers in FY2019-2020 to raise \$40,000 towards operating expenses. Three of the fundraisers are held by the Tarrywile Park Authority, two in conjunction with Macaroni Kid of Danbury and one with Yoga Culture of Danbury.</li> <li>• Utilized volunteer groups to do major trail projects, including repairs to sections of the Orange Trail and replacing water bars on various trails.</li> <li>• Monthly digital newsletters have been initiated for our social media and email followers.</li> <li>• Tarrywile Park has enlisted the help of community partners to help with our fundraising needs and goals.</li> </ul>		
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Tarrywile Park will continue fundraising efforts, including a new event in October geared for families. We will pursue grants for items that cannot be funded by the Capital Improvement Program.</li> <li>• Public outreach will be expanded through social media, our website and public events. Many Park users are unaware of how Tarrywile Park operates or how it is funded. We strive to better inform the public of these facts.</li> <li>• Continue to update and improve our marketing program including further development of a storefront on our website to sell merchandise.</li> <li>• Utilize volunteers for various Park projects, including but not limited to trail work and garden maintenance.</li> </ul>		

<b>CITY OF DANBURY</b> <b>TARRYWILE PARK AUTHORITY</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7003
Executive Director: Becky B. Petro			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7003	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
			2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>7003</b>	<b>TARRYWILE PARK AUTHORITY</b>						
5870.3270	Contributions/Grants - Tarrywile Park Authority	207,245	197,000	197,000	218,153	197,000	197,000
<b>SUB-TOTAL</b>		<b>207,245</b>	<b>197,000</b>	<b>197,000</b>	<b>218,153</b>	<b>197,000</b>	<b>197,000</b>
<b>TOTAL</b>		<b>207,245</b>	<b>197,000</b>	<b>197,000</b>	<b>218,153</b>	<b>197,000</b>	<b>197,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY CULTURAL COMMISSION ADOPTED BUDGET: 2020-2021</b></p> <p>Commission Coordinator: Gregory Wencek <span style="float: right;">Dept. #: 7005</span></p>	
<b>Statement of Mission:</b>	The mission of the Danbury Cultural Commission is to partner with individual artists and cultural groups to provide cultural and arts activities to enrich the lives of our community. We foster and encourage learning and performing opportunities for citizens of all ages, and assist in providing attendance opportunities at events resulting from these efforts, at little or no cost.
<b>Department Goals:</b>	The Cultural Commission will continue to support the economic stability of the City, and surrounding region, by encouraging, promoting and co-sponsoring events which benefit and/or improve the quality of life for Danbury residents.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Service to Residents: Worked as a Commission with the City Public Relations Coordinator in the Office of The Mayor to support events reaching almost 60,000 persons, from 125+/- organizations, agencies and artists, increasing Danbury's economic stability. More than 100% return on investment, based on the State of Connecticut commissioned report "The Arts &amp; Economic Prosperity 5".</li> <li>• Service to Students: Engaged 100 students from secondary schools within the City through the 47th annual Poetry, and 1st annual Short story contests, and public readings.</li> <li>• Service to the Region: Service to the Region: Continue the reach of Commission through an expanded calendar and an updated website.</li> <li>• Service to Community: Partner with other Agencies, Boards, Commissions and Citizens to further develop a strategy to showcase Danbury as an innovation destination, to find new artists and promote their activity in the City.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Expand direct sponsorship of Activities by partnering with other City Departments to leverage mailing lists and other outreach methods.</li> <li>• Expand partnership with the State of Connecticut to continue International Make Music Day in Danbury.</li> <li>• Expand reach into the community to promote awareness of the Cultural Commission and the services provided to aid artists and organizations.</li> <li>• Restructure the budget reporting method to convey more clearly how funds are distributed.</li> </ul>

<b>CITY OF DANBURY</b> <b>CULTURAL COMMISSION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7005
Commission Coordinator: Gregory Wencek			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7005	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>7005</b>	<b>CULTURAL COMMISSION</b>						
5870	Contributions/Grants -	68,601	65,650	65,650	65,650	65,650	65,650
5870.3292	Contributions/Grants - Cultural Commission	0	0	0	65,650	0	0
<b>SUB-TOTAL</b>		<b>68,601</b>	<b>65,650</b>	<b>65,650</b>	<b>131,300</b>	<b>65,650</b>	<b>65,650</b>
<b>TOTAL</b>		<b>68,601</b>	<b>65,650</b>	<b>65,650</b>	<b>131,300</b>	<b>65,650</b>	<b>65,650</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>LAKE KENOSIA COMMISSION</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Chairperson: KT Shartouni <span style="float: right;">Dept. #: 7006</span></p>	
<b>Statement of Mission:</b>	The Lake Kenosia Commission (LKC) is dedicated to improve the quality of life for Danbury citizens by ensuring the long-term protection of Lake Kenosia as one of the City's important natural resources.
<b>Department Goals:</b>	The mission of the Lake Kenosia Commission focuses on protecting this unique water body's multiple functions as a water supply, a recreational resource and an ecological habitat.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Maintained and enhanced the existing Buffer Garden at Kenosia Park using professional landscapers and volunteers, including a partnership with the Housatonic Valley Association (HVA).</li> <li>• We continued to conduct annual Water Quality Testing, including a report on the past 6 years of testing.</li> <li>• The program with Danbury High School to grow native plants to expand the buffer in the former beach area continues successfully. Over 200 square feet of plants were grown in the Tarrywile Greenhouse and planted into this area using Danbury High School students and volunteers.</li> <li>• The Commission has worked with the Public Utilities Department to understand the impact of rising levels of calcium in Lake Kenosia.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Maintain existing Buffer Garden at Lake Kenosia, and continue to transform the former city beach to an area populated by native plants and flowers.</li> <li>• We will make plans to conduct annual Water Quality Testing program and report results to interested City departments.</li> <li>• Replace existing Lake Kenosia Commission website with a more cost-effective site.</li> <li>• Conduct invasive plant survey to determine extent of new invasive aquatic species.</li> <li>• Explore holding a public event to publicize Kenosia Park.</li> </ul>

<b>CITY OF DANBURY</b> <b>LAKE KENOSIA COMMISSION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 7006
Chairperson: KT Shartouni			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
7006	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
7006	LAKE KENOSIA COMMISSION						
5300.2010	Purch Svcs - Professional Svcs	6,441	22,700	22,700	15,200	15,200	15,200
<b>SUB-TOTAL</b>		<b>6,441</b>	<b>22,700</b>	<b>22,700</b>	<b>15,200</b>	<b>15,200</b>	<b>15,200</b>
<b>TOTAL</b>		<b>6,441</b>	<b>22,700</b>	<b>22,700</b>	<b>15,200</b>	<b>15,200</b>	<b>15,200</b>



<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>CHARLES IVES AUTHORITY FOR THE PERFORMING ARTS</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Executive Director: Phyllis Cortese <span style="float: right;">Dept. #: 7007</span></p>	
<b>Statement of Mission:</b>	The Ives' mission is to honor the memory of one of America's greatest music composers and Danbury native, Charles Edward Ives (1874 – 1954), by providing a nationally recognized entertainment destination for extraordinary arts and cultural experiences, enriching the economic growth and social vitality of the region.
<b>Department Goals:</b>	The Charles Ives Authority will continue working together to reach out to all segments of our society and create spaces where diverse residents can come together and celebrate the arts. We are also initiating environmental responsibility by keep the park clean and doing our part to save the planet.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Launched a Water Lantern Festival that brought more than 3,500 patrons together. Individuals from all ages, backgrounds, and walks of life joined in one memorable night celebrating life and witnessing the beauty of thousands of lanterns reflecting upon the water. Most patrons who attended have never been to Ives Concert Park, WCSU or Danbury previously.</li> <li>• Exceeded the venue capacity with the largest audience on record; close to 6,000 attending the 8th Annual Reggae Festival. After attending this festival, one family loved Danbury so much, they moved here from Long Island!</li> <li>• Secured grant funding support through the Supporting Arts in Place, Office of the Arts - Department of Economic and Community Development / National Endowment for the arts.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• The City of Danburty and the Charles Ives Authority is on temporary hiatus due to the COVID-19 crisis.</li> </ul>

<p align="center"><b>CITY OF DANBURY</b>  <b>CHARLES IVES AUTHORITY FOR THE PERFORMING ARTS</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>			<p align="right">Dept. #: 7007</p>
Executive Director: Phyllis Cortese			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
7007	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>7007</b>	<b>CHARLES IVES AUTHORITY FOR THE PERFORMING ARTS</b>						
5870.3275	Contributions/Grants - Ives Authority Performing Arts	52,634	50,000	50,000	50,000	0	0
<b>SUB-TOTAL</b>		<b>52,634</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>52,634</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>DANBURY MUSEUM &amp; HISTORICAL SOCIETY AUTHORITY</b>  <b>ADOPTED BUDGET: 2020-2021</b></p> <p>Executive Dir. &amp; City Historian: B. Guertin <span style="float: right;">Dept. #: 7008</span></p>	
<b>Statement of Mission:</b>	The mission of the Danbury Museum & Historical Society Authority is to acquire, preserve, exhibit and interpret the cultural heritage and history of the City of Danbury for the purpose of education, information and research.
<b>Department Goals:</b>	The Danbury Museum & Historical Society Authority maintains an extensive collection of artifacts and ephemera pertaining to the history and growth of the Danbury community, including seven historic structures. The main focus of the museum is to use these collections to inform our residents and visitors of the history of our community with a focus on preserving the past and preparing for the future.
<b>Fiscal Year:</b>  <b>2019-2020</b>  <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• We have made substantial progress, adaptively re-using City assets to organize the archival collection and provide better access/handicap accessibility to Danbury's historic ephemeral items.</li> <li>• The Museum has completed several digital cataloguing projects and accepted over 12,000 unique items for the collection, including new additions of archival ephemera and material culture.</li> <li>• We assisted nearly 30,000 residents, students, and visitors with museum tours, research, exhibits and rotating programs.</li> <li>• Resources were actively focused on social studies programming on Third, Fifth, Sixth and Seventh grade levels.</li> <li>• We actively participated and supported the district-wide History Day programming at the Middle School level.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Complete the Charles Ives Birthplace interior rehabilitation, focusing on mechanical systems.</li> <li>• Complete the Charles Ives Birthplace exhibition installation and open historic building to the public for tours in October 2020.</li> <li>• There will be a concentration on digital cataloguing of new donations and tagging donated items.</li> <li>• The Museum will continue syncing the Danbury Museum archival digital catalogue with the Danbury Library for better resident access.</li> </ul>

<p align="center"><b>CITY OF DANBURY</b>  <b>DANBURY MUSEUM &amp; HISTORICAL SOCIETY AUTHORITY</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>			<p align="right">Dept. #: 7008</p>
Executive Dir. & City Historian: B. Guertin			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
7008	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
7008	DANBURY MUSEUM & HISTORICAL SOCIETY AUTHORITY						
5870.3280	Contributions/Grants - Danbury Musuem/Hist Soc Auth	86,252	81,950	81,950	81,950	89,950	89,950
SUB-TOTAL		86,252	81,950	81,950	81,950	89,950	89,950
TOTAL		86,252	81,950	81,950	81,950	89,950	89,950

**CITY OF DANBURY  
RISK MANAGEMENT**

Asst. Finance Director: Daniel Garrick

**ADOPTED BUDGET: 2020-2021**

Dept. #: 8008

<b>Statement of Mission:</b>	Risk Management's mission is to protect the City's assets by promoting the safety and health of City employees, minimizing damage and injury claims, promoting public safety, and to efficiently and effectively administer affordable employee benefits.
<b>Department Goals:</b>	Risk Management's goal is to administer and provide the most affordable comprehensive insurance coverage for claims associated with general liability, workers compensation, health, life, dental, and disability.
<b>Fiscal Year 2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Risk Management has worked with the new provider for Retiree Health Insurance to increase Medicare D reimbursements by approximately \$100,000.</li> <li>• The City's Liability/Auto/Property insurance policy renewed without an increase in premium rates for 2020/2021 and has a commitment to cap increases for the following two years.</li> <li>• Risk Management continues identifying and managing potential risks to City employees in order to minimize events of injuries such as raising awareness of slip and fall prevention as well as taking precautions during inclement weather.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Audit enrollment of health and dental plans to minimize payments of improper claims.</li> <li>• The City's Liability/Auto/Property carrier will partner with the City to update the risk management plan to create a safe municipal environment and reduce losses.</li> <li>• Expand internal and online safety training courses.</li> </ul>

**RISK MANAGEMENT**  
**ADOPTED BUDGET: 2020-2021**

Asst. Finance Director: Daniel Garrick

Dept. #: 8008

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
8008	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
			2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>8001</b>	<b>FICA</b>						
5350.2214	Interfund Svc Exp - Risk/Benefit Svcs	1,654,548	1,700,000	1,700,000	1,751,000	1,751,000	1,751,000
<b>DEPT TOTAL</b>		<b>1,654,548</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>1,751,000</b>	<b>1,751,000</b>	<b>1,751,000</b>
<b>8002</b>	<b>PENSION EXPENSE</b>						
5350.2216	Interfund Svc Exp - Post Employment Benefits	12,542,768	12,706,714	12,706,714	13,729,500	13,729,500	13,729,500
<b>DEPT TOTAL</b>		<b>12,542,768</b>	<b>12,706,714</b>	<b>12,706,714</b>	<b>13,729,500</b>	<b>13,729,500</b>	<b>13,729,500</b>
<b>8003</b>	<b>EMPLOYEE SERVICE BENEFITS</b>						
5250.1650	Other Benefits - Employees Service Benefit	277,944	81,258	50,000	0	0	0
<b>DEPT TOTAL</b>		<b>277,944</b>	<b>81,258</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>8004</b>	<b>WORKER'S COMPENSATION - H/H</b>						
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	615,368	536,351	536,350	536,350	536,350	536,350
<b>DEPT TOTAL</b>		<b>615,368</b>	<b>536,351</b>	<b>536,350</b>	<b>536,350</b>	<b>536,350</b>	<b>536,350</b>
<b>8005</b>	<b>STATE UNEMPLOYMENT COMP</b>						
5350.2214	Interfund Svc Exp - Risk/Benefit Svcs	16,779	60,000	15,000	60,000	60,000	60,000
<b>DEPT TOTAL</b>		<b>16,779</b>	<b>60,000</b>	<b>15,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>8006</b>	<b>EMPLOYEE HEALTH &amp; LIFE INS</b>						
5350.2214	Interfund Svc Exp - Risk/Benefit Svcs	11,036,497	10,505,830	10,505,830	11,217,085	9,892,085	9,892,085
5350.2216	Interfund Svc Exp - Post Employment Benefits	8,915,453	11,335,428	11,335,428	12,335,410	9,335,410	9,335,410
<b>DEPT TOTAL</b>		<b>19,951,950</b>	<b>21,841,258</b>	<b>21,841,258</b>	<b>23,552,495</b>	<b>19,227,495</b>	<b>19,227,495</b>
<b>8007</b>	<b>UNION WELFARE</b>						
5350.2214	Interfund Svc Exp - Risk/Benefit Svcs	1,492,727	1,688,795	1,688,795	1,699,500	1,699,500	1,699,500
		<b>1,492,727</b>	<b>1,688,795</b>	<b>1,688,795</b>	<b>1,699,500</b>	<b>1,699,500</b>	<b>1,699,500</b>

Asst. Finance Director: Daniel Garrick	<b>RISK MANAGEMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 8008
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APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
8008	ACCOUNT DESCRIPTION	2018-2019	BUDGET	EXPENDITURES	DEPT	MAYOR	BUDGET
		2019-2020	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>8008</b>	<b>RISK MANAGEMENT</b>						
5350.2214	Interfund Svc Exp - Risk/Benefit Svcs	1,556,657	1,403,673	1,403,673	1,420,867	1,408,703	1,408,703
5350.2215	Interfund Svc Exp - Wrkrs Comp Svcs	804,517	725,100	725,100	725,100	693,000	693,000
<b>DEPT TOTAL</b>		<b>2,361,174</b>	<b>2,128,773</b>	<b>2,128,773</b>	<b>2,145,967</b>	<b>2,101,703</b>	<b>2,101,703</b>
<b>TOTAL</b>		<b>38,913,258</b>	<b>40,743,149</b>	<b>40,666,890</b>	<b>43,474,812</b>	<b>39,105,548</b>	<b>39,105,548</b>

**CITY OF DANBURY  
DEBT SERVICE  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9000

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
9000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>9000</b>	<b>INTEREST ON DEBT</b>						
5880.3400	Debt Service - Interest on Bonds	3,962,652	3,641,668	3,641,670	3,292,310	3,293,971	3,345,334
<b>SUB-TOTAL</b>		<b>3,962,652</b>	<b>3,641,668</b>	<b>3,641,670</b>	<b>3,292,310</b>	<b>3,293,971</b>	<b>3,345,334</b>
<b>9001</b>	<b>INTEREST ON DEBT - SCHOOL</b>						
5880.3400	Debt Service - Interest on Bonds	1,464,845	1,446,684	1,434,886	1,361,612	1,161,612	1,440,249
<b>SUB-TOTAL</b>		<b>1,464,845</b>	<b>1,446,684</b>	<b>1,434,886</b>	<b>1,361,612</b>	<b>1,161,612</b>	<b>1,440,249</b>
<b>9002</b>	<b>REDEMPTION OF DEBT</b>						
5880.3420	Debt Service - Redemption of Bonds	8,801,827	9,175,285	9,175,285	9,647,750	9,647,750	9,465,750
<b>SUB-TOTAL</b>		<b>8,801,827</b>	<b>9,175,285</b>	<b>9,175,285</b>	<b>9,647,750</b>	<b>9,647,750</b>	<b>9,465,750</b>
<b>9003</b>	<b>REDEMPTION OF DEBT - SCHOOL</b>						
5880.3420	Debt Service - Redemption of Bonds	2,741,017	2,823,713	2,823,713	3,081,000	3,081,000	2,933,000
<b>SUB-TOTAL</b>		<b>2,741,017</b>	<b>2,823,713</b>	<b>2,823,713</b>	<b>3,081,000</b>	<b>3,081,000</b>	<b>2,933,000</b>
<b>TOTAL</b>		<b>16,970,341</b>	<b>17,087,350</b>	<b>17,075,554</b>	<b>17,382,672</b>	<b>17,184,333</b>	<b>17,184,333</b>



**CITY OF DANBURY  
CONTINGENCY  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9300

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED BUDGET	PROJECTED EXPENDITURES	PROPOSED BY DEPT	PROPOSED BY MAYOR	ADOPTED BUDGET
9300	ACCOUNT DESCRIPTION	2018-2019	2019-2020	2019-2020	2020-2021	2020-2021	2020-2021
<b>9300</b>	<b>CONTINGENCY</b>						
5855	Contingency -	0	333,000	0	333,000	333,000	333,000
<b>SUB-TOTAL</b>		<b>0</b>	<b>333,000</b>	<b>0</b>	<b>333,000</b>	<b>333,000</b>	<b>333,000</b>
<b>9600</b>	<b>OTHER FINANCING USES</b>						
5865.3106	Operating Transfer Out - To Animal Control Fund	292,000	290,000	290,000	290,000	290,000	290,000
5865.3108	Operating Transfer Out - To Special Revenue Funds	69,488	35,000	35,000	0	0	0
5865.3109	Operating Transfer Out - To Capital Funds	5,695,147	4,644,271	4,644,271	3,578,922	3,578,922	3,578,922
<b>SUB-TOTAL</b>		<b>6,056,635</b>	<b>4,969,271</b>	<b>4,969,271</b>	<b>3,868,922</b>	<b>3,868,922</b>	<b>3,868,922</b>
<b>TOTAL</b>		<b>6,056,635</b>	<b>5,302,271</b>	<b>4,969,271</b>	<b>4,201,922</b>	<b>4,201,922</b>	<b>4,201,922</b>

**CITY OF DANBURY  
EMPLOYEE SERVICE BENEFITS  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9998

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
9998	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1999</b>	<b>GENERAL GOVERNMENT EMPLOYEE BENEFITS</b>						
5250.1650	Other Benefits - Employees Service Benefit	44,651	39,734	47,706	218,865	22,400	22,400
<b>SUB-TOTAL</b>		<b>44,651</b>	<b>39,734</b>	<b>47,706</b>	<b>218,865</b>	<b>22,400</b>	<b>22,400</b>
<b>2999</b>	<b>PUBLIC SAFETY SERVICE EMPLOYEE BENEFITS</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	14,877	1,493	61,064	344,242	344,242
<b>SUB-TOTAL</b>		<b>0</b>	<b>14,877</b>	<b>1,493</b>	<b>61,064</b>	<b>344,242</b>	<b>344,242</b>
<b>3999</b>	<b>PUBLIC WORKS EMPLOYEE SERVICE BENEFITS</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	29,080	117,490	85,217	15,000	15,000
<b>SUB-TOTAL</b>		<b>0</b>	<b>29,080</b>	<b>117,490</b>	<b>85,217</b>	<b>15,000</b>	<b>15,000</b>
<b>4999</b>	<b>HEALTH &amp; HUMAN SERVICES</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	6,653	6,653	10,691	0	0
<b>SUB-TOTAL</b>		<b>0</b>	<b>6,653</b>	<b>6,653</b>	<b>10,691</b>	<b>0</b>	<b>0</b>
<b>5999</b>	<b>SOCIAL SERVICES EMPLOYEE SERVICE BENEFIT</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	1,208	1,208	4,073	0	0
<b>SUB-TOTAL</b>		<b>0</b>	<b>1,208</b>	<b>1,208</b>	<b>4,073</b>	<b>0</b>	<b>0</b>
<b>7999</b>	<b>CULTURE &amp; RECREATION EMPLOYEE SERVICE B</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	24,080	24,080	11,154	0	0
<b>SUB-TOTAL</b>		<b>0</b>	<b>24,080</b>	<b>24,080</b>	<b>11,154</b>	<b>0</b>	<b>0</b>
<b>8999</b>	<b>PENSION/OTHER EMPLOYEE SERVICE BENEFIT</b>						
5250.1650	Other Benefits - Employees Service Benefit	0	84,436	0	0	0	0
<b>SUB-TOTAL</b>		<b>0</b>	<b>84,436</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>44,651</b>	<b>200,068</b>	<b>198,630</b>	<b>391,064</b>	<b>381,642</b>	<b>381,642</b>

**CITY OF DANBURY  
DISCOUNTS  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9999

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
9999	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>1995</b>	<b>GENERAL GOVERNMENT DISCOUNTS</b>						
6200.6250	Discounts - Departmentwide	-131	0	-65	0	0	0
<b>SUB-TOTAL</b>		<b>-131</b>	<b>0</b>	<b>-65</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2995</b>	<b>PUBLIC SAFETY DISCOUNTS</b>						
6200.6250	Discounts - Departmentwide	0	0	-6	0	0	0
<b>SUB-TOTAL</b>		<b>0</b>	<b>0</b>	<b>-6</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>3995</b>	<b>PUBLIC SAFETY DISCOUNTS</b>						
6200.6250	Discounts - Departmentwide	-1,279	0	-227	0	0	0
<b>SUB-TOTAL</b>		<b>-1,279</b>	<b>0</b>	<b>-227</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>-1,409</b>	<b>0</b>	<b>-298</b>	<b>0</b>	<b>0</b>	<b>0</b>

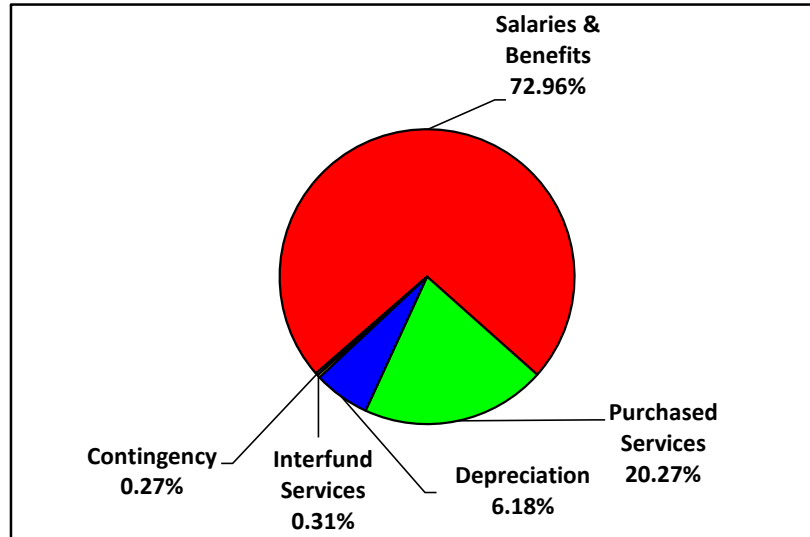
**CITY OF DANBURY**

**AMBULANCE FUND**

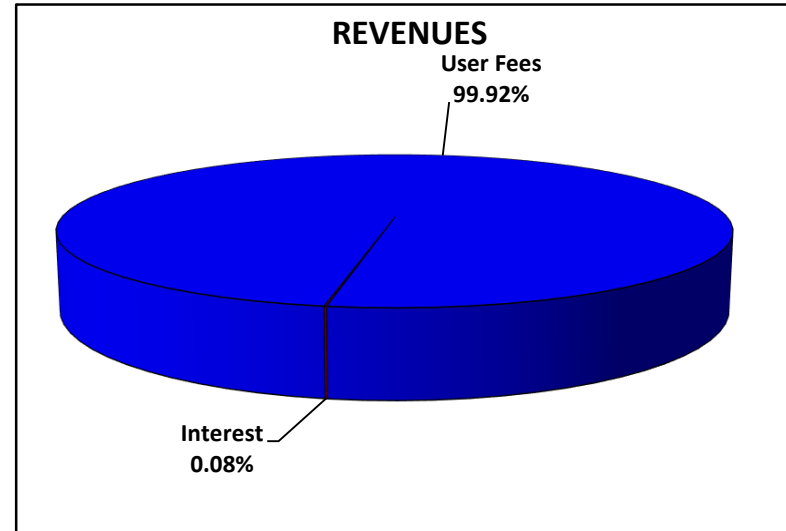


<p style="text-align: center;"><b>CITY OF DANBURY AMBULANCE FUND</b></p> <p>Director, EMS: Matthew G. Cassavechia <b>ADOPTED BUDGET: 2020-2021</b> Dept. #: 2011</p>	
<b>Statement of Mission:</b>	The mission of Danbury Emergency Medical Services is to provide prompt, courteous and professional pre-hospital care service excellence while supporting the collaborative objectives of public safety and health in the community.
<b>Department Goals:</b>	The objective of the Danbury EMS is to operate advanced life support paramedic ambulances that are staffed to meet the ever-rising emergency medical call volume demand in the City of Danbury. Ambulances are deployed in carefully plotted areas of the City to ensure both a safe and timely response.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Actively participated in a multi-disciplinary Fall Risk Assessment program that identifies high risk patients utilizing emergency services for lift assistance post fall, patients referred to program</li> <li>• Presented a comprehensive plan to implement electronic medical record interface systems with Hospital demographic reports, CAD data and employee scheduling platform to create a highly reliable interface between EMS and Hospital records</li> <li>• Maintained 99% call capture response performance based on peak hour staffing and historical response data analysis.</li> <li>• Awarded Mission Lifeline Gold designation for the fifth consecutive year as an acknowledgment of continued excellence in the care of patients presenting with acute cardiac emergencies.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Fully integrate a current back-up ambulance provider.</li> <li>• Acquire a portable ultra-violet disinfection light and sanitation program for the ambulances.</li> <li>• Assess and strategized not medically necessary request for service and it's financial and operational impact on the EMS system.</li> </ul>

**CITY OF DANBURY  
AMBULANCE FUND  
ADOPTED BUDGET FY2020-2021**



Salaries & Benefits	2,663,185
Purchased Services	740,000
Depreciation	225,675
Interfund Services	11,305
Contingency	9,835
<b>Total</b>	<b>\$ 3,650,000</b>



User Fees	3,647,000
Interest	3,000
<b>Total</b>	<b>\$ 3,650,000</b>

<p align="center"><b>CITY OF DANBURY</b>  <b>AMBULANCE FUND</b>  <b>SUMMARY OF REVENUES, EXPENDITURES &amp; CHANGES IN AMBULANCE FUND NET ASSETS</b>  <b>FISCAL YEARS 2016-2017 TO 2020-2021</b></p>
--

	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>OPERATING REVENUES</u></b>					
Charges for Services	3,374,416	3,437,412	3,538,530	3,649,000	3,647,000
<b>TOTAL OPERATING REVENUES</b>	<b>3,374,416</b>	<b>3,437,412</b>	<b>3,538,530</b>	<b>3,649,000</b>	<b>3,647,000</b>
<b><u>OPERATING EXPENSES</u></b>					
Salaries and Benefits	2,418,976	2,523,790	2,571,545	2,611,705	2,663,185
Depreciation	168,488	177,531	191,652	218,185	225,675
Interfund Services	-	-	-	11,305	11,305
Administrative and Operating	799,896	759,125	658,646	688,805	749,835
<b>TOTAL OPERATING EXPENSES</b>	<b>3,387,360</b>	<b>3,460,446</b>	<b>3,421,843</b>	<b>3,530,000</b>	<b>3,650,000</b>
<b>TOTAL OPERATING INCOME</b>	<b>(12,944)</b>	<b>(23,034)</b>	<b>116,687</b>	<b>119,000</b>	<b>(3,000)</b>
<b><u>NON-OPERATING REVENUES (EXPENSES)</u></b>					
Interest Income	1,820	2,393	1,776	1,000	3,000
<b>TOTAL NON-OPERATING REVENUES (EXPENSE)</b>	<b>1,820</b>	<b>2,393</b>	<b>1,776</b>	<b>1,000</b>	<b>3,000</b>
<b>NET INCOME BEFORE CAPITAL CONTRIBUTIONS</b>	<b>(11,124)</b>	<b>(20,641)</b>	<b>118,463</b>	<b>120,000</b>	<b>-</b>
Capital Outlay	-	-	-	(120,000)	-
<b>CHANGE IN NET ASSETS</b>	<b>(11,124)</b>	<b>(20,641)</b>	<b>118,463</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS, Beginning</b>	<b>2,856,150</b>	<b>2,845,026</b>	<b>2,824,385</b>	<b>2,942,848</b>	<b>2,942,848</b>
<b>NET ASSETS, Ending</b>	<b>2,845,026</b>	<b>2,824,385</b>	<b>2,942,848</b>	<b>2,942,848</b>	<b>2,942,848</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>AMBULANCE FUND</b>  <b>2020-2021 SUMMARY OF REVENUE AND EXPENDITURES</b></p>
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**REVENUES**

CHARGES FOR SERVICES	3,647,000
INTEREST	3,000
<b>TOTAL REVENUES</b>	<b>3,650,000</b>

**EXPENSES**

SALARIES & BENEFITS	2,663,185
PURCHASED SERVICES	740,000
CONTINGENCY	9,835
TRANSFER TO CAPITAL FUND	0
DEPRECIATION	225,675
INTERFUND SERVICES CHARGE-BACK	11,305
<b>TOTAL EXPENSES</b>	<b>3,650,000</b>



**CITY OF DANBURY  
AMBULANCE FUND  
ADOPTED BUDGET: 2020-2021**

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Charges for Services</u></b>							
4400.4020	Previously Recorded Uncoll	352	0	0	0	0	0
4400.4420	Ambulance Bundle Fees	10,250	10,000	9,000	9,500	10,000	10,000
4400.4440	User Fees -Ambulance	3,527,928	3,639,000	3,586,589	3,977,000	3,637,000	3,637,000
<b>Sub-Total Charges for Services</b>		<b>3,538,530</b>	<b>3,649,000</b>	<b>3,595,589</b>	<b>3,986,500</b>	<b>3,647,000</b>	<b>3,647,000</b>
<b><u>Interest</u></b>							
4610.1200	Interest	1,776	1,000	4,411	3,500	3,000	3,000
<b>Sub-Total Interest</b>		<b>1,776</b>	<b>1,000</b>	<b>4,411</b>	<b>3,500</b>	<b>3,000</b>	<b>3,000</b>
<b><u>Transfers</u></b>							
4910.6020	Capital Asset Transfer	3,411	0	0	0	0	0
<b>Sub-Total Transfers</b>		<b>3,411</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE: AMBULANCE FUND</b>		<b>3,543,717</b>	<b>3,650,000</b>	<b>3,600,000</b>	<b>3,990,000</b>	<b>3,650,000</b>	<b>3,650,000</b>

CITY OF DANBURY AMBULANCE FUND ADOPTED BUDGET: 2020-2021			Dept. #: 2011
Director, EMS: Matthew G. Cassavechia			

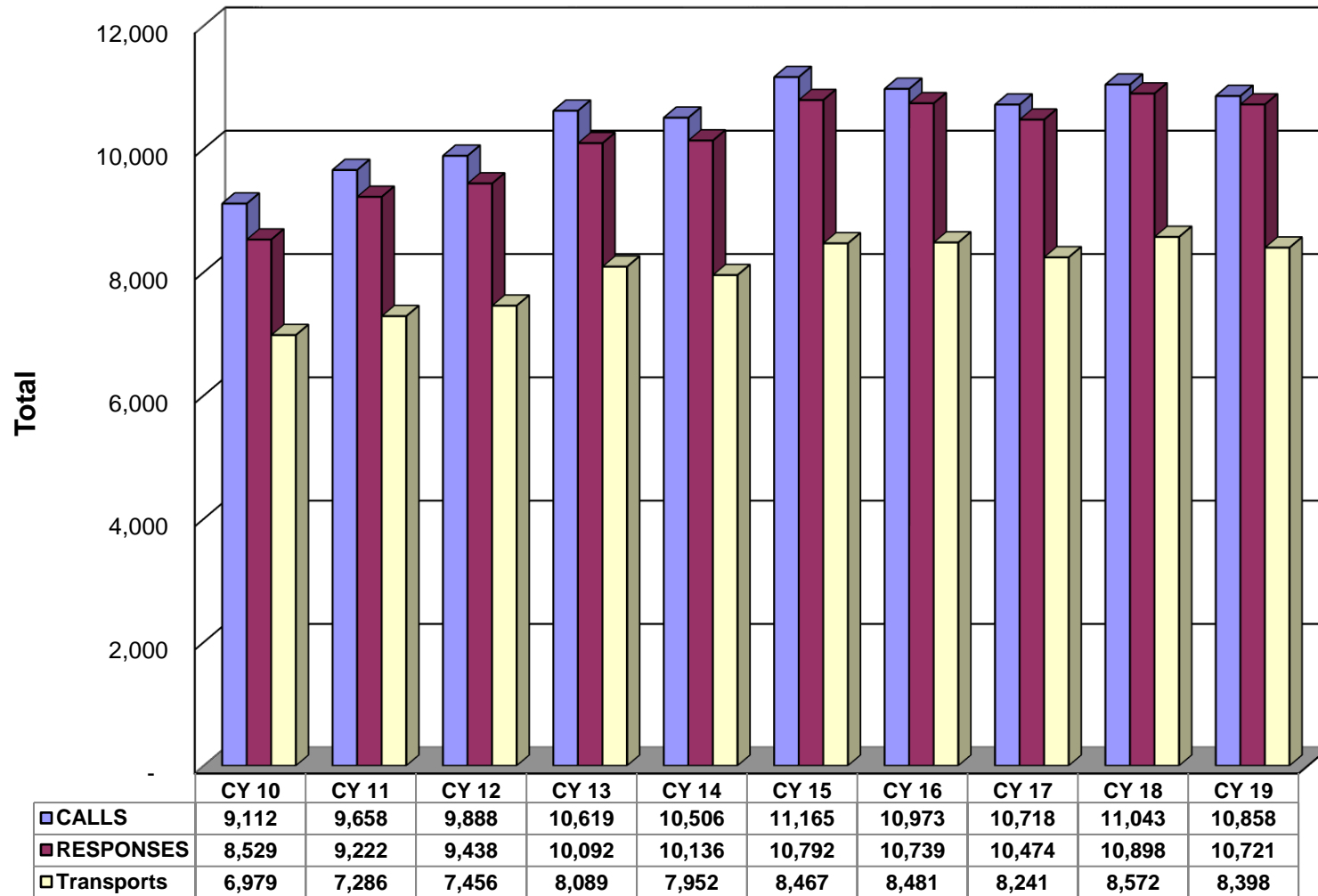
**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2011	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2011</b>	<b>AMBULANCE FUND</b>						
5020.1999	Salaries Ambulance Fund Services	1,940,565	1,978,565	1,949,858	2,017,565	2,017,565	2,017,565
5250.1675	Other Benefits Fringe Benefits	620,980	633,140	605,570	645,620	645,620	645,620
5300.2010	Purch Svcs Professional Svcs	0	0	0	13,835	59,000	59,000
5300.2020	Purch Svcs Financial Services	24,300	55,000	27,295	40,000	30,000	30,000
5300.2021	Purch Svcs GIS Services	28,355	28,500	28,500	28,500	28,500	28,500
5300.2045	Purch Svcs Communication Svcs	4,662	35,000	5,000	45,000	10,000	10,000
5300.2135	Purch Svcs Billing Fees	123,320	128,000	128,000	165,000	128,000	128,000
5300.2195	Purch Svcs Misc Services	433,487	378,000	464,650	436,500	433,500	433,500
5300.2197	Purch Svcs Collection Fees	10,460	10,000	8,364	10,000	10,000	10,000
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	10,000	11,305	11,305	11,305	11,305	11,305
5600.2550	Materials & Supplies Motor Fuel	34,062	40,000	33,273	40,000	35,000	35,000
5600.2570	Materials & Supplies Medical/Chemical	0	4,305	0	6,000	6,000	6,000
5855	Contingency	0	10,000	0	10,000	9,835	9,835
5865.3109	Operating Transfer Out To Capital Funds	64,999	120,000	120,000	295,000	0	0
8026	Depreciation Expense	191,653	218,185	218,185	225,675	225,675	225,675
<b>SUB-TOTAL</b>		<b>3,486,842</b>	<b>3,650,000</b>	<b>3,600,000</b>	<b>3,990,000</b>	<b>3,650,000</b>	<b>3,650,000</b>
<b>TOTAL</b>		<b>3,486,842</b>	<b>3,650,000</b>	<b>3,600,000</b>	<b>3,990,000</b>	<b>3,650,000</b>	<b>3,650,000</b>

**WESTERN CONNECTICUT HEALTH NETWORK (WCHN) AFFILIATES - EMERGENCY MEDICAL SERVICES**  
**CITY OF DANBURY EMS VEHICLE INVENTORY**  
**As of May 2020**

EQUIPMENT		STATUS	USE	MILEAGE	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
2007 American Hauler	AF8516TA2	Purchase	City MCI Trailer	n/a						
2008 Ford	Expedition XLT	Purchase	City EMS Paramedic Response	48,276		85,000				
2011 Ford	Expedition XLT	Purchase	City EMS Paramedic Response	44,672			90,000			
2011 Ford	E350	Purchase	City Paramedic Ambulance	109,419						
2012 Ford	E350	Purchase	City Paramedic Ambulance	92,064		170,000				
2013 Ford	E350	Purchase	City Paramedic Ambulance	77,474			175,000			
2014 Ford	E350	Purchase	City Paramedic Ambulance	59,868				180,000		
2015 Ford	Expedition XLT	Purchase	City EMS Paramedic Response	41,949				85,000		
2017 Ford	E350	Purchase	City Paramedic Ambulance	33,823					170,000	
2017 Ford	E350	Purchase	City Paramedic Ambulance	48,863						180,000
2018 Ford	Expedition XLT	Purchase	City EMS Director/Response	23,227						
<b>TOTAL</b>					<b>-</b>	<b>255,000</b>	<b>265,000</b>	<b>265,000</b>	<b>170,000</b>	<b>180,000</b>

**City of Danbury EMS/ Danbury Hospital EMS Activity  
Calendar Years 2010 to 2019**



## CITY OF DANBURY ANIMAL CONTROL FUND

Thanks to the Danbury Animal Control Division, these pets are back home!!



Meet Lincoln!



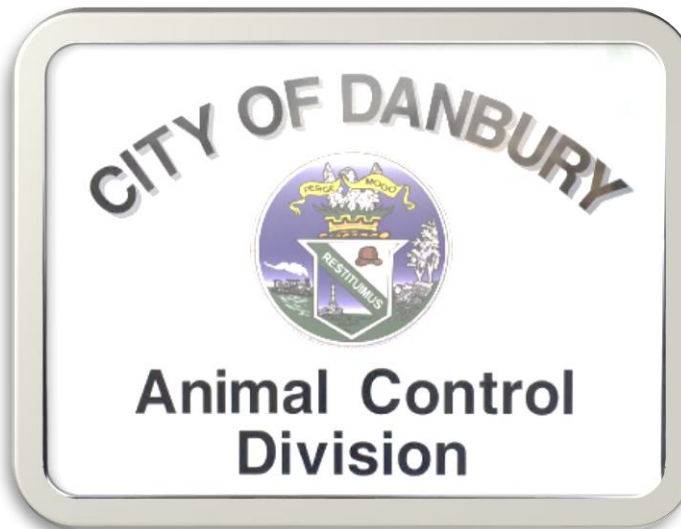
Here's Chico!



Reunited with his family!



Sasha is back home!



This little Terrier Mix is  
back home, too!

CITY OF DANBURY ANIMAL CONTROL FUND ADOPTED BUDGET: 2020-2021	
Lieutenant Joseph LeRose, III	Dept. #: 2001
<b>Statement of Mission:</b>	To provide a superior quality of life for the people of Danbury by providing the best possible animal control services. In partnership with the community, we will work to eliminate animal cruelty through education and enforcement. Respect, partnership, and high ethical standards shall form the foundation for delivering our services.
<b>Department Goals:</b>	The goal of Animal Control is to improve the lives of animals in our community and beyond by promoting responsible pet guardianship, the humane treatment of animals and working toward ending animal over-population through education and a variety of programs. Our objectives towards these goals include working to keep homeless pets safe, happy and sheltered. Also, building a modern facility will enable us to expand our rescue and adoption, community outreach and education services will drive us toward the goal of improving the lives of animals in our community.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Funding has been approved for a new facility to replace the existing building. The project is currently in the planning stages and construction has not started.</li> <li>• The adoption and placement process for abandoned dogs has been streamlined to facilitate a smoother transition for pets and families.</li> <li>• Currently, the Animal Control facility has ten (10) volunteers who assist with dogs at facility.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue to assist with planning for the approved upgrade and state-compliant Animal Control facility.</li> <li>• Increase social media presence to better advertise and reach adoptable animals to a much broader audience beyond the local area.</li> <li>• We plan to expand our volunteer program at Animal Control facility through social media outlets</li> </ul>

<b>ANIMAL CONTROL</b>		
Lieutenant Joseph LeRose, III	<b>ADOPTED BUDGET: 2020-2021</b>	Dept. #: 2001

### PERFORMANCE MEASUREMENTS

#### Department Description:

The mission of Animal Control is to provide a superior quality of life for the people of Danbury by providing the best possible animal control services. In partnership with the community, we will work to eliminate animal cruelty through education and enforcement. Respect, partnership, and high ethical standards shall form the foundation for delivering our services.

<b>Performance Measurements:</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20 Projected Goal</b>	<b>FY 20-21 Goal</b>
Fines Issued	78	27	50	50	60	70	70
Fine Receipts	\$2,620	\$2,315	\$4,000	\$4,500	\$6,000	\$7,000	\$7,000
# of Animals Returned to Owner	94	60	90	120	125	130	130
# of Animals Placed	40	42	42	20	25	30	30

\* **Note:** Our Animal Control Division's ability to immediately return a pet has been improved by the recent donation of a "chip" reader. There was a higher percentage of dogs returned to owners through the efforts of our Animal Control Officers, therefore more dogs were returned, and there were fewer dogs to be placed.

#### Capital Budget: FY20/21

<b>PROJECT DESCRIPTION</b>	<b>Priority</b>	<b>TOTAL COST</b>	<b>General Fund Capital</b>	<b>SOURCE FOR FUNDS</b>			
				<b>Existing Bonds</b>	<b>Amb., Animal, Water or Sewer Fund</b>	<b>Existing Capital Budget</b>	<b>Capital Budget FY 20/21</b>
Animal Control Equipment Replacement Project	Existing	\$ 88,641	\$ -	\$ -	\$ -	\$ 43,641	\$ -

#### Sustainable Danbury:

Animal Control will continue to maintain its efficiency and high quality of service through education and a system of continuing

#### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

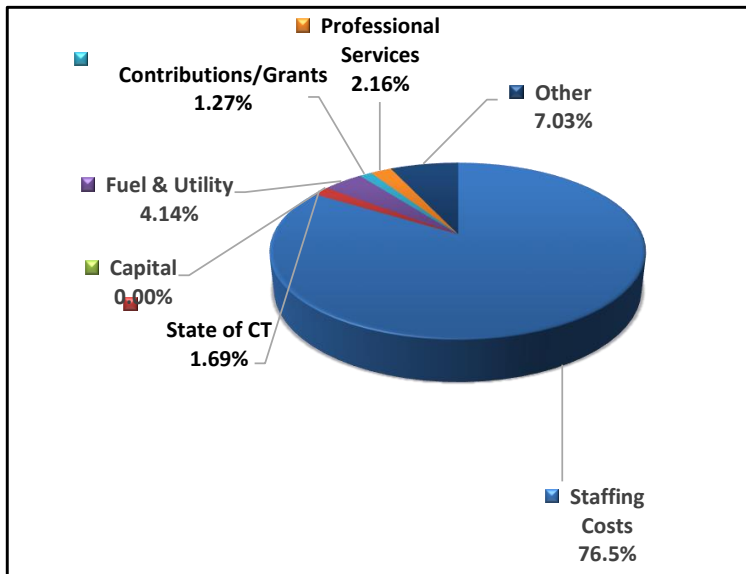
- Danbury Animal Control Officers get their authority from city ordinances: 12-2 - 12-4 and from the State of Connecticut under Connecticut General Statutes # 22-328.

#### Data Reference(s):

- Monthly Reports
- City of Danbury Receipts

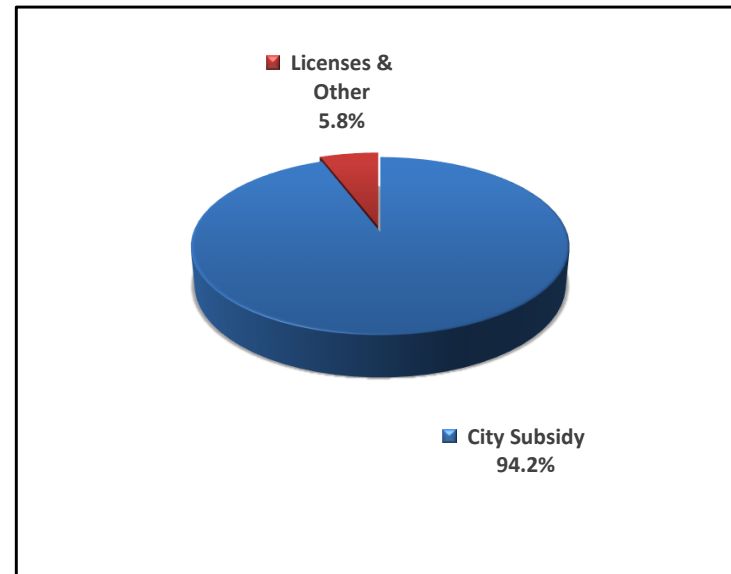
**CITY OF DANBURY  
ANIMAL CONTROL FUND  
ADOPTED BUDGET: 2020-2021**

**EXPENDITURES**



Staffing Costs	257,700	83.7%
State of Connecticut	5,250	1.7%
Capital	-	0.0%
Fuel & Utility	12,750	4.1%
Contributions/Grants	3,940	1.3%
Purchased Services	6,700	2.2%
Other	21,660	7.0%
<b>Total</b>	<b>\$308,000</b>	<b>100%</b>

**REVENUES**



City Subsidy	\$290,000	94.2%
Licenses & Other	18,000	5.8%
<b>Total</b>	<b>\$308,000</b>	<b>100%</b>



## SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

### ANIMAL CONTROL FUND

**FISCAL YEARS: 2016-2017 - 2020-2021**

	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>REVENUES</u></b>					
Licenses & Permits & Charges for Services	14,441	16,307	16,480	16,000	14,500
Interest Income	3,438	4,915	4,963	4,000	3,500
<b>TOTAL REVENUES</b>	<b>17,879</b>	<b>21,222</b>	<b>21,443</b>	<b>20,000</b>	<b>18,000</b>
<b><u>EXPENDITURES</u></b>					
Public Safety	262,521	271,942	308,644	295,000	308,000
Capital Outlay	80,958	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>343,479</b>	<b>271,942</b>	<b>308,644</b>	<b>295,000</b>	<b>308,000</b>
Excess (Deficiency) of Revenues over Expenditures	(325,600)	(250,720)	(287,201)	(275,000)	(290,000)
<b><u>OTHER FINANCING</u></b>					
Operating Transfer In - General Fund Subsidy	306,000	321,000	307,000	290,000	290,000
Operating Revenue	-	-	-	-	-
Operating Transfer Out - Capital Fund	-	(15,000)	(15,000)	(15,000)	-
<b>TOTAL OTHER FINANCING SOURCES/(USES)</b>	<b>306,000</b>	<b>306,000</b>	<b>292,000</b>	<b>275,000</b>	<b>290,000</b>
Excess (Deficiency) of Revenues over Expenditures and Other Financing Sources	(19,600)	55,280	4,799	0	0
<b>BEGINNING FUND BALANCE</b>	<b>247,474</b>	<b>227,874</b>	<b>283,154</b>	<b>287,953</b>	<b>287,953</b>
<b>ENDING FUND BALANCE</b>	<b>227,874</b>	<b>283,154</b>	<b>287,953</b>	<b>287,953</b>	<b>287,953</b>

**CITY OF DANBURY  
ANIMAL CONTROL FUND  
2020-2021 SUMMARY OF REVENUES AND EXPENDITURES**

	<u>ACTUAL 2018-2019</u>	<u>AMENDED BUDGET 2019-2020</u>	<u>ADOPTED BUDGET 2020-2021</u>
<b><u>REVENUES</u></b>			
CITY CONTRIBUTION	\$292,000	\$290,000	\$290,000
TOWN CLERK'S FEES	13,519	14,000	12,600
MISCELLANEOUS INCOME	2,961	2,000	1,900
INVESTMENT EARNINGS	4,963	4,000	3,500
<b>TOTAL</b>	<b>\$313,442</b>	<b>\$310,000</b>	<b>\$308,000</b>
<b><u>EXPENDITURES</u></b>			
SALARIES & BENEFITS	\$266,229	\$258,060	\$273,760
STATE OF CT ANIMAL FEES	5,080	5,250	5,250
OTHER	23,371	31,690	28,990
TRANSFER TO CAPITAL FUND	15,000	15,000	0
<b>TOTAL</b>	<b>\$309,680</b>	<b>\$310,000</b>	<b>\$308,000</b>

<p align="center"><b>CITY OF DANBURY</b>  <b>ANIMAL CONTROL FUND</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>
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REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Licenses and Permits</u></b>							
4200.2040	Town Clerk Fees - Misc	13,519	14,000	10,000	12,600	12,600	12,600
<b>Sub-Total Licenses and Permits</b>		<b>13,519</b>	<b>14,000</b>	<b>10,000</b>	<b>12,600</b>	<b>12,600</b>	<b>12,600</b>
<b><u>Charges for Services</u></b>							
4400.4000	Prior Year Exp	65	0	0	0	0	0
4400.4780	Charges for Services	2,896	2,000	1,750	1,900	1,900	1,900
<b>Sub-Total Charges for Services</b>		<b>2,961</b>	<b>2,000</b>	<b>1,750</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>
<b><u>Investment Earnings</u></b>							
4610.1200	Interest on Investments	4,963	4,000	3,510	3,500	3,500	3,500
<b>Sub-Total Investment Earnings</b>		<b>4,963</b>	<b>4,000</b>	<b>3,510</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
<b><u>Transfers</u></b>							
4910.6000	Operating Transfers In	292,000	290,000	290,000	308,225	290,000	290,000
<b>Sub-Total Transfers</b>		<b>292,000</b>	<b>290,000</b>	<b>290,000</b>	<b>308,225</b>	<b>290,000</b>	<b>290,000</b>
<b>TOTAL REVENUE: ANIMAL CONTROL FUND</b>		<b>313,442</b>	<b>310,000</b>	<b>305,260</b>	<b>326,225</b>	<b>308,000</b>	<b>308,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>ANIMAL CONTROL FUND</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>						
Lieutenant Joseph LeRose, III			Dept. #: 2001			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>2001</b>	<b>ANIMAL CONTROL FUND</b>						
5020.1000	Salaries - Regular	187,138	178,242	187,893	191,985	191,985	191,985
5020.4659	Salaries Reimbursement of Expenditures	-23,381	0	-11,049	0	0	0
5030.1000	Overtime Salaries	47,991	39,062	44,066	25,000	24,735	24,735
5040.1000	Part Time Salaries	18,368	6,591	6,089	19,292	19,292	19,292
5050.1140	Other Salaries Other Earnings	0	0	0	1,433	1,433	1,433
5250.1620	Other Benefits - Longevity	355	355	355	355	355	355
5250.1630	Other Benefits - Sick Leave	2,384	3,202	3,202	4,688	4,688	4,688
5250.1655	Other Benefits - Uniform Allowance	3,400	3,400	3,400	3,400	3,400	3,400
5250.1680	Other Benefits - Holiday - Police/Fire	6,274	6,284	6,283	6,456	6,456	6,456
5300.2010	Purch Svcs Professional Svcs	2,065	5,000	3,501	4,000	4,000	4,000
5300.2045	Purch Svcs - Communication Svcs	1,206	1,170	1,000	1,000	1,000	1,000
5300.2075	Purch Svcs Training Courses	0	330	0	500	500	500
5300.2095	Purch Svcs Legal & Public Notices	380	1,200	500	1,200	1,200	1,200
5305.2200	Fees & Charges State of CT Animal Fee	5,080	5,250	5,250	5,250	5,250	5,250
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	18,500	15,724	15,724	16,060	16,060	16,060
5350.2215	Interfund Svc Exp Wrkrs Comp Svcs	5,200	5,200	5,200	5,356	5,356	5,356
5500.2405	Maintenance & Repair Buildings & Structures	216	2,000	600	2,000	2,000	2,000
5600.2500	Materials & Supplies Office	523	1,000	500	1,250	1,250	1,250
5600.2530	Materials & Supplies Non Office	1,738	2,500	500	3,500	2,100	2,100
5600.2535	Materials & Supplies Clothing/Dry Goods/Linens	0	250	250	250	250	250

<b>CITY OF DANBURY</b> <b>ANIMAL CONTROL FUND</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 2001
Lieutenant Joseph LeRose, III			

**APPROPRIATIONS**

DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
2001	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
5600.2540	Materials & Supplies Electrical Service	4,253	4,000	4,000	4,000	4,000	4,000
5600.2545	Materials & Supplies Heating Fuel	2,384	3,250	2,600	3,000	2,750	2,750
5600.2550	Materials & Supplies Motor Fuel	6,666	6,000	5,500	6,000	6,000	6,000
5700.2700	Equipment Office	0	550	0	750	0	0
5700.2795	Equipment Other	0	500	0	500	0	0
5870.3285	Contributions/Grants Danbury Animal Welfare Society	3,940	3,940	3,940	4,000	3,940	3,940
<b>SUB-TOTAL</b>		<b>294,680</b>	<b>295,000</b>	<b>289,304</b>	<b>311,225</b>	<b>308,000</b>	<b>308,000</b>
<b>9600</b>	<b>OTHER FINANCING USES</b>						
5865.3109	Operating Transfer Out - To Capital Funds	15,000	15,000	15,000	15,000	0	0
<b>SUB-TOTAL</b>		<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>		<b>309,680</b>	<b>310,000</b>	<b>304,304</b>	<b>326,225</b>	<b>308,000</b>	<b>308,000</b>

Lieutenant Joseph LeRose, III	<p align="center"><b>CITY OF DANBURY</b>  <b>ANIMAL CONTROL FUND</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	Dept. #: 2001
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TABLE OF ORGANIZATION		NUMBER OF POSITIONS		ADOPTED BUDGET	
		2019-2020	CHANGE 2020-2021		
		BUDGET	(+ or -)	BUDGET	PRESENT RATES
					2020-2021
* ANIMAL CONTROL OFFICER		1		1	71,974
* ASSISTANT ANIMAL CONTROL OFFICER		1		1	67,904
* CLERK TYPIST II		1		1	52,107
* Union Negotiated	<b>TOTAL</b>	<b><u>3</u></b>		<b><u>3</u></b>	<b>191,985</b>

**CITY OF DANBURY**  
**Danbury Board of Education**



**DANBURY PUBLIC SCHOOLS**  
**A Community of Learners in Danbury, Connecticut**

The Danbury School District and the local community supports and values educational equity and excellence for over 11, 000 students. We strive to foster the joy of learning while we prepare our students for their future challenges through a standard based curriculum, committed faculty, staff and Board of Education.

**Dr. Sal V. Pascarella, Superintendent of Schools**  
**Kevin Walston, Assistant Superintendent**

**BOARD OF EDUCATION MEMBERS**

<b>NAME</b>	<b>PARTY</b>	<b>TERM BEGINS</b>	<b>TERM ENDS</b>
Joseph Britton	(D)	12/1/2019	12/1/2023
Rachel Chaleski	(R)	12/1/2017	12/1/2021
Kate Conetta	(D)	12/1/2019	12/1/2023
* <b>Gladys Cooper</b>	(D)	12/1/2019	12/1/2023
Loren Daly	(R)	12/1/2019	12/1/2023
Joseph DaSilva	(D)	12/1/2017	12/1/2021
A. Kathryn Hodgdon	(R)	12/1/2019	12/1/2023
Richard Jannelli	(D)	12/1/2017	12/1/2021
Kathleen Molinaro	(D)	12/1/2017	12/1/2021
Albert Russo	(R)	12/1/2019	12/1/2023
Amy Spallino	(R)	12/1/2017	12/1/2021

**\*Chairperson**

Consists of eleven resident electors of the City. Alternately, at each biennial election, there shall be elected five members and then six members who shall hold office for a term of four years to succeed those whose terms expire.



<b>CITY OF DANBURY BOARD OF EDUCATION ADOPTED BUDGET: 2019-2020</b>	
Chairperson: Gladys Cooper	Dept. #: 6000
<b>Statement of Mission:</b>	Our mission is to develop in all children the knowledge, skills, attitudes and values which will enable them to live a productive and self-fulfilling life and engage in responsible citizenship in a global society.
<b>Department Goals:</b>	The Danbury Board of Education shall continue to seek growth in achievement for all students and college and career readiness. Additionally, the Board shall will maintain its fiscal responsibility, as well as planning for growth, professionalism and accountability.
<b>Fiscal Year:</b>  <b>2018-2019 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Danbury Public Schools experienced a 2% growth rate in enrollment based on the latest enrollment study.</li> <li>• The \$50M addition at Danbury High School and portable classrooms at Westside Middle School Academy increased opportunities for students and reduced overcrowding at the secondary level.</li> <li>• Designed resources to account for the enrollment increase at the new addition for Danbury High School.</li> </ul>
<b>Major Objectives 2019-2020:</b>	<ul style="list-style-type: none"> <li>• Maintain instructional integrity of each classroom across our District.</li> <li>• Continue working with vendors to yield additional cost savings opportunities.</li> <li>• Improve the educational programs for all students and continue to close the achievement gap.</li> <li>• Maintain core levels of education, while addressing the ongoing Special Education needs for students.</li> </ul>

**CITY OF DANBURY  
GENERAL FUND INDIRECT REVENUE**

Chairperson: Gladys Cooper

**ADOPTED BUDGET: 2020-2021**

Dept. #: 6000

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
4300.3620	Education Equalization	22,886,339	22,857,956	22,857,956	22,857,956	22,857,956	22,857,956
4300.3780	Special Ed Agency Placement	1,101,181	1,250,000	1,200,000	1,250,000	1,250,000	1,250,000
<b>Sub-Total INTERGOVERNMENTAL REVENUES</b>		<b>23,987,520</b>	<b>24,107,956</b>	<b>24,057,956</b>	<b>24,107,956</b>	<b>24,107,956</b>	<b>24,107,956</b>
<b>TOTAL REVENUE</b>		<b>23,987,520</b>	<b>24,107,956</b>	<b>24,057,956</b>	<b>24,107,956</b>	<b>24,107,956</b>	<b>24,107,956</b>

<b>CITY OF DANBURY BOARD OF EDUCATION</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 6000
Chairperson: Gladys Cooper			

APPROPRIATIONS							
DEPT. #:		ACTUAL	AMENDED	PROJECTED	PROPOSED BY	PROPOSED BY	ADOPTED
6000	ACCOUNT DESCRIPTION	2018-2019	BUDGET 2019-2020	EXPENDITURES 2019-2020	DEPT 2020-2021	MAYOR 2020-2021	BUDGET 2020-2021
<b>6000</b>	<b>BOARD OF EDUCATION</b>						
5852.2900	Appropriations - City Depts/Agencies	132,033,782	135,686,000	135,686,000	146,254,129*	135,686,000	135,686,000
5870.3235	Contributions/Grants - Headstart	214,000	214,000	214,000	214,000	214,000	214,000
<b>TOTAL</b>		<b>132,247,782</b>	<b>135,900,000</b>	<b>135,900,000</b>	<b>146,468,129</b>	<b>135,900,000</b>	<b>135,900,000</b>
<b>6001</b>	<b>SCHOOLS - HEALTH &amp; WELFARE</b>						
5852.2900	Appropriations - City Depts/Agencies	208,575	208,575	208,575	208,575	208,575	208,575
<b>TOTAL</b>		<b>208,575</b>	<b>208,575</b>	<b>208,575</b>	<b>208,575</b>	<b>208,575</b>	<b>208,575</b>
<b>TOTAL</b>		<b>132,456,357</b>	<b>136,108,575</b>	<b>136,108,575</b>	<b>146,676,704</b>	<b>136,108,575</b>	<b>136,108,575</b>

\*The FY2021 Proposed by Department is \$145,504,915 as revised on 6/8/2020, in the Superintendent's Budget Presentation to the Danbury Board of Education.

Adopted Budget FY 2019-2020	134,436,000
<b><u>Additional Funding for BOE for FY 2020-2021</u></b>	
FY 2020-2021 Tax Levy increase	1,250,000
Increase in Alliance Grant Funding	2,723,000
Reimbursed COVID-19 related expenditures (CARES ACT-ESSR)	2,286,030
FY 2019-2020 GRANT Carryover	2,268,433
The Ridge (Matrix) student impact fee (estimated)	550,000
BOE FY 2019-2020 projected surplus (Carryover - fund reserves)	<u>1,991,452</u>
Increase in Funding for FY 2020-2021	<u>11,068,915</u>
<b>FY 2020-2021 Superintendent Budget (as revised June 8, 2020)</b>	<b>145,504,915</b>

**BOARD OF EDUCATION  
EXPENDITURE HISTORY**

YEAR	BOARD OF EDUCATION EXP	INCREASE (DECREASE)	% INCREASE	STATE & FED GRANTS	INCREASE (DECREASE)	% INCREASE DECREASE	OVERALL INCREASE	% INCREASE
2003-04	85,503,104	3,791,490	4.64%	12,091,554	657,278	5.33%	4,448,768	4.73%
2004-05	90,485,763	4,982,660	5.83%	14,157,629	2,066,075	17.09%	7,048,735	7.22%
2005-06	94,932,481	4,446,718	4.91%	13,672,289	-485,340	-3.43%	3,961,378	3.79%
2006-07	98,961,096	4,028,614	4.24%	13,863,573	191,284	1.40%	4,219,898	3.89%
2007-08	105,988,438	7,027,342	7.10%	17,654,397	3,790,824	27.34%	10,818,166	9.59%
2008-09	111,665,634	5,677,196	5.36%	17,295,523	-358,874	-2.03%	5,318,322	4.30%
2009-10	111,350,185 <sup>1</sup>	-315,449	-0.28%	16,878,065	-417,458	-2.41%	-732,907	-0.57%
2010-11	112,707,790 <sup>1</sup>	1,357,605	1.22%	18,542,848	1,664,783	9.86%	3,022,388	2.36%
2011-12	114,693,224	1,985,435	1.76%	17,499,330	-1,043,518	-5.63%	941,917	0.72%
2012-13	115,795,291	1,102,067	0.96%	19,621,202	2,121,872	12.13%	3,223,939	2.44%
2013-14	118,212,493	2,417,202	2.09%	23,211,929	3,590,727	18.30%	6,007,929	4.44%
2014-15	121,559,064 <sup>2</sup>	3,346,571	2.83%	25,048,131	1,836,202	7.91%	5,182,773	3.66%
2015-16	123,786,000	2,226,936	1.83%	26,069,302	1,021,171	4.08%	3,248,107	2.22%
2016-17	125,890,068	2,104,068	1.70%	26,741,207	671,905	2.58%	2,775,973	1.85%
2017-18	128,236,000	2,345,932	1.86%	27,491,495	750,288	2.81%	3,096,220	2.03%
2018-19	132,033,782	3,797,782	3.02%	30,695,271	3,203,776	11.65%	7,001,558	4.50%
2019-20	134,436,000 <sup>3</sup>	2,402,218	1.87%	30,760,070	64,799	0.21%	2,467,017	1.58%
2020-21	135,686,000 <sup>3</sup>	1,250,000	0.95%	30,760,070	0	0.00%	1,250,000	0.77%

<sup>1</sup> Includes ARRA stabilization funds of \$3,261,030.

<sup>2</sup> Headstart payment of \$214,000 made directly by the City as of 2014-2015

<sup>3</sup> Adopted Budget

<p align="center"><b>BOARD OF EDUCATION</b>  <b>STATE AID/LOCAL SHARE</b></p>
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Ed. Equalization  
Spec. Ed. Place  
Elem-HS Trans  
Non-Public Trans

<b>Fiscal Year</b>		<b>Expenditures</b>	<b>State Funds <sup>2</sup></b>	<b>Local Share</b>	<b>Percent Local Share</b>
2004-05		90,485,763	17,726,957	72,758,806	80.4%
2005-06		94,932,481	19,016,253	75,916,228	80.0%
2006-07		98,961,096	20,592,765	78,368,331	79.2%
2007-08		105,988,438	23,856,638	82,131,800	77.5%
2008-09		111,665,634	23,884,076	87,781,558	78.6%
2009-10	*	111,350,185	24,501,150	86,849,035	78.0%
2010-11	*	112,707,790	24,368,184	88,339,606	78.4%
2011-12		114,693,224	24,305,617	90,387,607	78.8%
2012-13		115,795,291	23,862,724	91,932,567	79.4%
2013-14		118,212,493	23,123,886	95,088,607	80.4%
2014-15		121,559,064	24,115,642	97,443,422	80.2%
2015-16		123,786,000	23,672,049	100,113,951	80.9%
2016-17		125,890,068	23,152,185	102,737,883	81.6%
2017-18		128,236,000	23,786,421	104,449,579	81.5%
2018-19		132,033,782	23,987,520	108,046,262	81.8%
2019-20	<sup>1</sup>	134,436,000	24,107,956	110,328,044	82.1%
2020-21	<sup>1</sup>	135,686,000	24,107,956	111,578,044	82.2%

<sup>1</sup> Adopted Budget

<sup>2</sup> Does not include reimbursement from the State for school construction projects.

\*ARRA stabilization funding of \$3,261,030 has been included.

**DANBURY PUBLIC SCHOOLS  
STAFFING HISTORY  
REGULAR BUDGET**

<u>DESCRIPTIONS</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Teachers	529.80	535.19	551.19	557.78	572.95	586.86	574.10	602.98	609.79
Special Education Teachers	87.55	94.55	91.95	94.45	94.45	101.25	105.35	112.85	118.85
Remedial & ESL/Bilingual	38.50	30.94	38.54	36.54	30.34	22.96	17.04	15.20	23.00
<b>Subtotal</b>	<b>655.85</b>	<b>660.68</b>	<b>681.68</b>	<b>688.77</b>	<b>697.74</b>	<b>711.07</b>	<b>696.49</b>	<b>731.03</b>	<b>751.64</b>
Paraprofessionals	32.00	31.80	23.00	32.70	33.00	39.00	37.00	44.50	43.50
Special Ed Paraprofessionals	29.00	24.50	33.30	20.00	18.00	14.00	12.00	13.00	13.00
<b>Subtotal</b>	<b>61.00</b>	<b>56.30</b>	<b>56.30</b>	<b>52.70</b>	<b>51.00</b>	<b>53.00</b>	<b>49.00</b>	<b>57.50</b>	<b>56.50</b>
Clerical	59.65	59.65	60.15	63.85	64.05	65.05	65.05	65.55	63.83
Custodial/Maintenance	67.50	64.00	67.50	69.50	69.00	69.50	72.00	72.50	73.00
<u>Administration:</u>									
Superintendent, Assistant Superintendent, Principals & Assistant Principals	26.00	26.00	27.00	27.00	28.50	27.00	27.00	28.00	31.00
Directors/Coordinators	16.75	16.83	17.83	16.92	18.27	17.57	17.20	19.58	19.58
Special Ed Tutors		197	197	212.50	216.00	217.00	237.00	219.00	219.00
All Other	109.50	131.70	141.50	134.40	146.20	142.74	164.90	166.18	201.18
<b>Subtotal</b>	<b>* 279.40</b>	<b>495.18</b>	<b>510.98</b>	<b>524.17</b>	<b>542.02</b>	<b>538.86</b>	<b>583.15</b>	<b>570.80</b>	<b>607.59</b>
ERIP (90% Replacement)									
<b>TOTALS</b>	<b>996.25</b>	<b>1,212.16</b>	<b>1,248.96</b>	<b>1,265.64</b>	<b>1,290.76</b>	<b>1,302.93</b>	<b>1,328.64</b>	<b>1,359.33</b>	<b>1,415.73</b>
Increase/Decrease	11.85	215.91	36.80	16.68	1,290.76	12.17	1,328.64	1,359.33	1,415.73

\* **NOTE: Special Ed Tutors were not reported in the totals until 13/14.**

<p><b>DANBURY PUBLIC SCHOOLS</b></p> <p><b>ENROLLMENT HISTORY</b></p>
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<b>Year</b>	<b>Pre-K - 5</b>	<b>6-8</b>	<b>9-12</b>	<b>Total</b>
2005-2006	4,487	2,113	2,986	9,586
2006-2007	4,627	2,121	2,967	9,715
2007-2008	4,759	2,175	2,933	9,867
2008-2009	4,991	2,125	2,925	10,041
2009-2010	5,099	2,144	2,943	10,186
2010-2011	5,199	2,201	2,981	10,381
2011-2012	5,277	2,232	2,981	10,490
2012-2013	5,348	2,272	2,944	10,564
2013-2014	5,524	2,295	2,974	10,793
2014-2015	5,526	2,420	2,999	10,945
2015-2016	5,630	2,475	3,052	11,157
2016-2017	5,670	2,560	3,142	11,372
2017-2018	5,750	2,504	3,229	11,483
2018-2019	5,729	2,600	3,202	11,531
2019-2020	5,789	2,737	3,402	11,928
2020-2021	5,905	2,792	3,470	12,167
<b><u>Projected</u></b> <sup>1</sup>				
2021-2022	6,023	2,848	3,539	12,410
2022-2023	6,143	2,905	3,610	12,658
2023-2024	6,265	2,963	3,682	12,911

1 Projections based on 2% Enrollment Growth based on Enrollment Study.

**CITY OF DANBURY**  
**PUBLIC UTILITIES – SEWER FUND**





<p style="text-align: center;"><b>CITY OF DANBURY</b>  <b>PUBLIC UTILITIES - SEWER FUND</b>  <b>ADOPTED BUDGET: 2020-2021</b></p>	
<p>Public Utilities Superintendent: David Day <span style="float: right;">Dept. #: 9500</span></p>	
<b>Statement of Mission:</b>	The mission of the Sewer Department is to ensure the Water Pollution Control Plant (WPCP) complies with permit required discharge limits set by CT DEEP and to prevent the occurrence of sewer system overflow (SSO) events within the collection system.
<b>Department Goals:</b>	We are committed to providing sound disposal and treatment methods to ensure the protection of human health and the environment. This will be done by maintaining the WPCP and sanitary sewer collection system in good working order.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Enacted Fats, Oils and Grease (FOG) Ordinance to ensure that FOG is removed from sewer discharges to prevent the occurrence of SSO events.</li> <li>• Completed design of long-term nutrient reduction facilities plan and existing facilities upgrades at the Water Pollution Control Plant.</li> <li>• Completed installation of new 1500 KW replacement emergency generator at the Water Pollution Control Plant.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Start Triangle Street sewer collection system improvement project.</li> <li>• Start construction of long-term nutrient reduction facilities plan and existing facilities upgrades at Water Pollution Control Plant.</li> <li>• Complete installation of replacement generators at Backus Avenue, Fourth Street, Delay Street and Southfield Sewer Pump Stations.</li> <li>• Complete the existing mixing system replacement for the Complex 2 Primary Digester at the Water Pollution Control Plant.</li> </ul>

PUBLIC UTILITIES - SEWER		
Public Utilities Superintendent: D. Day	ADOPTED BUDGET: 2020-2021	Dept.#: 9500

#### PERFORMANCE MEASUREMENTS

##### Department Description:

The mission of the Danbury Public Utilities Dept is to operate and maintain a sanitary sewer utility infrastructure that will serve the existing and future demands of the City as well as demands of neighboring towns in accordance with established inter-municipal agreements.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
# of Customers	9,560	9,614	9,647	9,684	9,739	9,768	9,824
Billed Consumption in Gallons	1,382,813	1,417,126	1,420,009	1,394,854	1,473,344	1,551,835	1,630,326
Current Year Collection %	89.8%	94.2%	93.6%	94.4%	92.4%	93.4%	92.4%
Sewer Billings	\$8,837,758	\$9,306,378	\$9,884,086	\$9,688,097	\$10,633,185	\$10,705,879	\$10,955,879

##### Adopted Capital Budget: FY20/21

PROJECT DESCRIPTION	PRIORITY	SOURCE FOR FUNDS					Adopted Capital Budget FY 20/21
		TOTAL COST	General Fund Capital	Existing Bond*	Amb., Animal, Water or Sewer Fund	Existing Capital Budget	
Vehicle & Equipment Replacement Program	Existing	\$ 1,510,000	\$ -	\$ -	\$ 100,000	\$ 1,080,000	\$ 100,000

\* New bond subject to referendum; approximate 30% final grant reimbursement

##### Sustainable Danbury:

Sewer Dept efficiency and high quality service will be maintained through staff training, adherence to operations and maintenance programs, performance of necessary technology upgrades, and through the evaluation and performance of required capital improvement upgrades.

##### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-7, Paragraph D, "The Superintendent of Public Utilities", in the City of Danbury Charter

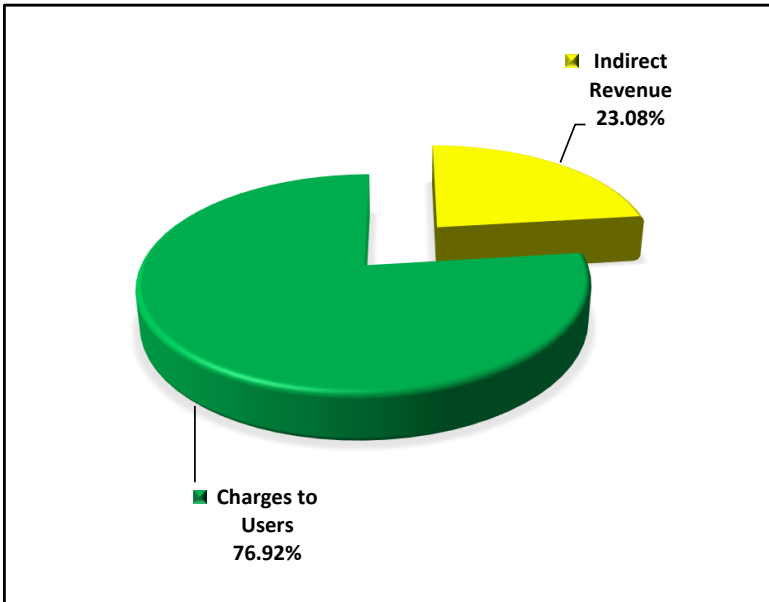
##### Data Reference(s):

- City Charter

- Public Utilities: Historical Collections and Billings

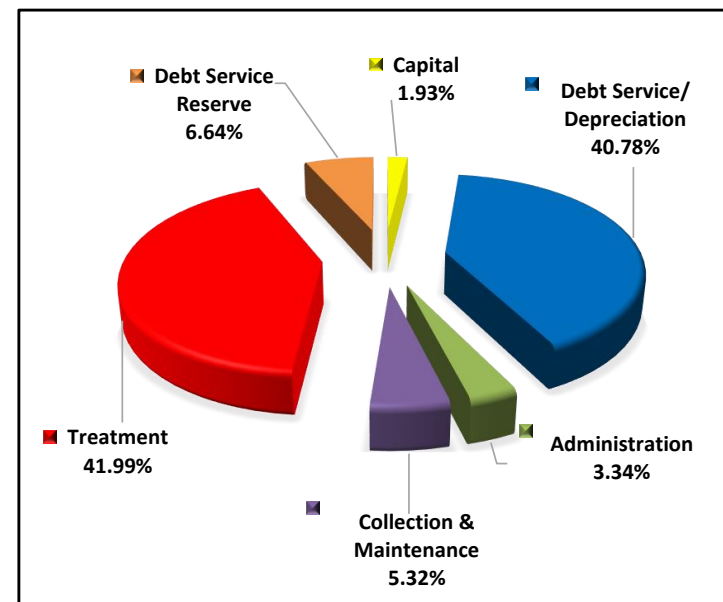
**CITY OF DANBURY  
SEWER FUND  
2020-2021 ADOPTED BUDGET**

**REVENUES**



Indirect Revenue	\$3,300,000
Charges to Users	11,000,000
<b>Total</b>	<b>\$14,300,000</b>

**EXPENDITURES**



Capital	\$276,000
Debt Service/ Depreciation	5,830,960
Administration	476,988
Collection & Maintenance	761,066
Treatment	6,004,986
Debt Service Reserve	950,000
<b>Total</b>	<b>\$14,300,000</b>

**CITY OF DANBURY**  
**SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS**  
**SEWER FUND**  
**FISCAL YEARS 2016-2017 TO 2020-2021**

	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>OPERATING REVENUES</u></b>					
Charges for Services	12,562,857	12,641,962	13,320,349	13,490,000	13,549,000
Intergovernmental Revenue	73,869	42,988	94,913	10,000	41,000
Septic and Connection Fees	344,298	459,843	238,577	250,000	260,000
<b>TOTAL OPERATING REVENUES</b>	<b>12,981,024</b>	<b>13,144,793</b>	<b>13,653,839</b>	<b>13,750,000</b>	<b>13,850,000</b>
<b><u>OPERATING EXPENSES</u></b>					
Salaries, Benefits, and Claims	629,391	715,513	535,282	579,506	375,288
Depreciation	3,094,969	3,215,440	3,294,987	3,660,055	3,459,736
Administrative and Operating	6,226,875	5,998,154	6,111,365	7,180,987	6,867,752
<b>TOTAL OPERATING EXPENDITURES</b>	<b>9,951,235</b>	<b>9,929,107</b>	<b>9,941,634</b>	<b>11,420,548</b>	<b>10,702,776</b>
<b>TOTAL OPERATING INCOME</b>	<b>3,029,789</b>	<b>3,215,686</b>	<b>3,712,205</b>	<b>2,329,452</b>	<b>3,147,224</b>
<b><u>NON-OPERATING REVENUES (EXPENDITURES)</u></b>					
Interest Income	77,973	240,097	436,691	250,000	450,000
Gain/(Loss) on Disposal of Capital Assets		237	0		
Transfer to Debt Service Reserve				(1,000,000)	(950,000)
Interest Expense	(468,347)	(953,338)	(240,856)	(598,827)	(2,371,224)
<b>TOTAL NON-OPERATING REVENUES (EXPENDITURES)</b>	<b>(390,374)</b>	<b>(713,004)</b>	<b>195,835</b>	<b>(1,348,827)</b>	<b>(2,871,224)</b>
<b>NET INCOME BEFORE CAPITAL CONTRIBUTIONS/(EXPENDITURES)</b>	<b>2,639,415</b>	<b>2,502,682</b>	<b>3,908,040</b>	<b>980,625</b>	<b>276,000</b>
Capital Contributions/(Capital Expenditures)	17,300	667,700		(980,625)	(276,000)
<b>CHANGE IN NET ASSETS</b>	<b>2,656,715</b>	<b>3,170,382</b>	<b>3,908,040</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS, BEGINNING</b>	<b>77,424,570</b>	<b>80,081,285</b>	<b>83,251,667</b>	<b>87,159,707</b>	<b>87,159,707</b>
<b>NET ASSETS, ENDING</b>	<b>80,081,285</b>	<b>83,251,667</b>	<b>87,159,707</b>	<b>87,159,707</b>	<b>87,159,707</b>

**CITY OF DANBURY  
SEWER FUND  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9500

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>LICENSES &amp; PERMITS</u></b>							
4200.2250	Public Utilities FOG Registration	11,100	0	9,200	0	0	0
4200.2260	Public Utilities Permits	21,050	25,000	25,000	25,000	21,000	21,000
<b>Sub-Total LICENSES &amp; PERMITS</b>		<b>32,150</b>	<b>25,000</b>	<b>34,200</b>	<b>25,000</b>	<b>21,000</b>	<b>21,000</b>
<b><u>INTERGOVERNMENTAL REVENUES</u></b>							
4300.3060	State Revenue	54,047	0	0	0	0	0
4300.3510	Nitrogen Credits	40,866	10,000	86,352	40,000	41,000	41,000
<b>Sub-Total INTERGOVERNMENTAL REVENUES</b>		<b>94,913</b>	<b>10,000</b>	<b>86,352</b>	<b>40,000</b>	<b>41,000</b>	<b>41,000</b>
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4260	Electric Interruption	1,445	4,000	4,000	3,000	2,750	2,750
4400.4780	Misc Charges for Services	0	0	7,900	0	0	0
4400.4820	Other Revenues	32,304	15,000	25,793	30,000	50,000	50,000
4400.4840	Connection Charges	237,840	250,000	250,000	250,000	260,000	260,000
4400.4900	Bethel Sewer	690,210	910,000	910,000	925,000	925,000	925,000
4400.4905	Brookfield Sewer	432,803	228,000	359,028	232,000	232,000	232,000
4400.4910	Newtown Sewer	20,743	16,000	16,000	16,000	16,000	16,000
4400.4920	Septic Waste	1,178,591	1,059,000	1,059,000	1,100,000	1,100,000	1,100,000
4400.4940	Sewer Use Charges	10,726,413	10,900,000	10,586,666	11,074,045	11,000,000	11,000,000
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>13,320,349</b>	<b>13,382,000</b>	<b>13,218,387</b>	<b>13,630,045</b>	<b>13,585,750</b>	<b>13,585,750</b>
<b><u>FINES &amp; PENALTIES</u></b>							
4510.5190	Interest & Liens - Non Tax	206,400	333,000	175,000	333,000	202,250	202,250

**CITY OF DANBURY  
SEWER FUND  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9500

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
4510.5195	Lien Admin Fee - Non Tax	27	0	6	0	0	0
<b>Sub-Total FINES &amp; PENALTIES</b>		<b>206,427</b>	<b>333,000</b>	<b>175,006</b>	<b>333,000</b>	<b>202,250</b>	<b>202,250</b>
<b><u>INTEREST</u></b>							
4610.1200	Interest on Investments	436,691	250,000	450,000	350,000	450,000	450,000
<b>Sub-Total INTEREST</b>		<b>436,691</b>	<b>250,000</b>	<b>450,000</b>	<b>350,000</b>	<b>450,000</b>	<b>450,000</b>
<b><u>CONTRIBUTED CAPITAL</u></b>							
4650.1520	Contributed Capital	3,573,298	0	0	0	0	0
<b>Sub-Total CONTRIBUTED CAPITAL</b>		<b>3,573,298</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>CONTRIBUTED CAPITAL</u></b>							
4650.1500	Contributed Capitals Revenue	0	0	298,140	0	0	0
<b>Sub-Total CONTRIBUTED CAPITAL</b>		<b>0</b>	<b>0</b>	<b>298,140</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4900.1755	Reappropriations	0	157,248	0	0	0	0
4910.6009	Operating Transfers	0	0	22,153	0	0	0
<b>Sub-Total OTHER FINANCING SOURCES</b>		<b>0</b>	<b>157,248</b>	<b>22,153</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>DEBT ISSUANCE</u></b>							
4930.7000	Bond Issuance Proceeds	0	0	118,141	0	0	0
4930.7040	Bond Issuance Proceeds	-1,208,165	0	0	0	0	0
<b>Sub-Total DEBT ISSUANCE</b>		<b>-1,208,165</b>	<b>0</b>	<b>118,141</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE: SEWER FUND</b>		<b>16,455,663</b>	<b>14,157,248</b>	<b>14,402,379</b>	<b>14,378,045</b>	<b>14,300,000</b>	<b>14,300,000</b>

**CITY OF DANBURY  
Sewer Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9500

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>8002</b>	<b>PENSION EXPENSE</b>						
5350.2216	Interfund Svc Exp Post Employment Benefits	145,946	145,946	145,946	7,400	7,400	7,400
<b>SUB-TOTAL: PENSION EXPENSE</b>		<b>145,946</b>	<b>145,946</b>	<b>145,946</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>
<b>8006</b>	<b>EMPLOYEE HEALTH &amp; LIFE INS</b>						
5350.2216	Interfund Svc Exp Post Employment Benefits	88,072	88,072	88,072	1,400	1,400	1,400
<b>SUB-TOTAL: EMPLOYEE HEALTH &amp; LIFE INS</b>		<b>88,072</b>	<b>88,072</b>	<b>88,072</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>
<b>9501</b>	<b>SEWAGE TREATMENT</b>						
5300.2010	Purch Svcs Professional Svcs	167,444	421,053	421,053	250,000	229,000	229,000
5300.2040	Purch Svcs Outside Svcs	5,419,917	5,684,941	5,684,941	5,775,986	5,775,986	5,775,986
<b>SUB-TOTAL: SEWAGE TREATMENT</b>		<b>5,587,361</b>	<b>6,105,994</b>	<b>6,105,994</b>	<b>6,025,986</b>	<b>6,004,986</b>	<b>6,004,986</b>
<b>9502</b>	<b>SEWAGE COLLECTION &amp; MAINTENAN</b>						
5300.2045	Purch Svcs Communication Svcs	473	480	480	481	480	480
5350.2203	Interfund Svc Exp Water Fund Svcs	0	598,350	300,000	300,000	300,000	300,000
5500.2425	Maintenance & Repair Tools & Instruments	2,736	2,400	2,400	2,500	2,400	2,400
5500.2435	Maintenance & Repair Sewage System	199,907	468,740	271,400	450,000	415,186	415,186
5600.2540	Materials & Supplies Electrical Service	17,316	30,000	14,300	30,000	20,000	20,000
5700.2745	Equipment Sewer	14,993	21,300	11,540	21,300	20,000	20,000
5700.2750	Equipment Safety	1,923	3,100	1,500	3,100	3,000	3,000
6200.6250	Discounts Departmentwide	-3	0	0	0	0	0
<b>SUB-TOTAL: SEWAGE COLLECTION &amp; MAINTENAN</b>		<b>237,346</b>	<b>1,124,370</b>	<b>601,620</b>	<b>807,381</b>	<b>761,066</b>	<b>761,066</b>

**CITY OF DANBURY  
Sewer Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9500

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>9503</b>	<b>SEWER ADMINISTRATION</b>						
5300.2020	Purch Svcs Financial Services	14,719	20,000	15,000	15,000	15,000	15,000
5300.2021	Purch Svcs GIS Services	0	9,000	9,000	9,000	9,000	9,000
5300.2045	Purch Svcs Communication Svcs	3,866	5,600	5,600	5,600	5,000	5,000
5300.2055	Purch Svcs Postage	21,396	21,700	21,700	21,700	21,700	21,700
5300.2197	Purch Svcs Collection Fees	0	1,000	1,000	1,000	0	0
5350.2202	Interfund Svc Exp General Fund Svcs	210,000	210,000	210,000	210,000	231,000	231,000
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	91,264	135,488	135,488	135,488	135,488	135,488
5500.2420	Maintenance & Repair Office Equipment	218	500	500	500	500	500
5600.2500	Materials & Supplies Office	0	500	500	500	500	500
<b>SUB-TOTAL: SEWER ADMINISTRATION</b>		<b>341,462</b>	<b>403,788</b>	<b>398,788</b>	<b>398,788</b>	<b>418,188</b>	<b>418,188</b>
<b>9504</b>	<b>SEWER CONTINGENCY</b>						
5855	Contingency	0	49,571	49,571	50,000	50,000	50,000
<b>SUB-TOTAL: SEWER CONTINGENCY</b>		<b>0</b>	<b>49,571</b>	<b>49,571</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>9505</b>	<b>SEWER DEBT</b>						
5880.3400	Debt Service Interest on Bonds	499,175	497,464	1,463,925	2,231,484	2,301,354	2,301,354
5880.3410	Debt Service Interest on Notes	81,363	101,363	101,363	69,870	69,870	69,870
<b>SUB-TOTAL: SEWER DEBT</b>		<b>580,538</b>	<b>598,827</b>	<b>1,565,288</b>	<b>2,301,354</b>	<b>2,371,224</b>	<b>2,371,224</b>



**CITY OF DANBURY  
Sewer Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9500

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>9506</b>	<b>SEWER CAPITAL</b>						
5865.3109	Operating Transfer Out To Capital Funds	634,000	980,625	980,625	326,000	276,000	276,000
<b>SUB-TOTAL: SEWER CAPITAL</b>		<b>634,000</b>	<b>980,625</b>	<b>980,625</b>	<b>326,000</b>	<b>276,000</b>	<b>276,000</b>
<b>9509</b>	<b>GAAP YEAR END ENTRY</b>						
5860.3090	Miscellaneous Approp Debt Service Reserve	0	1,000,000	1,000,000	1,000,000	950,000	950,000
5880.3400	Debt Service Interest on Bonds	-15,366	0	0	0	0	0
5880.3460	Debt Service Gain Income	-33,953	0	0	0	0	0
8026	Depreciation Expense	3,294,987	3,660,055	3,660,055	3,459,736	3,459,736	3,459,736
<b>SUB-TOTAL: GAAP YEAR END ENTRY</b>		<b>3,245,667</b>	<b>4,660,055</b>	<b>4,660,055</b>	<b>4,459,736</b>	<b>4,409,736</b>	<b>4,409,736</b>
<b>TOTAL:</b>	<b>SEWER FUND</b>	<b>10,860,392</b>	<b>14,157,248</b>	<b>14,595,959</b>	<b>14,378,045</b>	<b>14,300,000</b>	<b>14,300,000</b>

<p style="text-align: center;"><b>COMBINED SCHEDULE OF BONDED DEBT THROUGH MATURITY</b></p> <p style="text-align: center;"><b>SEWER FUND</b></p> <p style="text-align: center;"><b>As of June 30, 2020</b></p>
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<b>Fiscal Year</b>		<b>Principal</b>		<b>Interest</b>		<b>Total Debt Service Per Year</b>
2020-2021	\$	3,861,884	\$	2,301,353	\$	6,163,238
2021-2022		3,861,806		2,125,761		5,987,568
2022-2023		3,837,848		1,950,205		5,788,052
2023-2024		3,842,011		1,772,417		5,614,428
2024-2025		3,849,298		1,598,767		5,448,065
2025-2026		3,795,213		1,426,357		5,221,570
2026-2027		3,803,257		1,253,661		5,056,918
2027-2028		3,627,933		1,090,645		4,718,578
2028-2029		3,454,744		952,047		4,406,791
2029-2030		3,253,902		832,029		4,085,931
2030-2031		3,201,670		738,880		3,940,550
2031-2032		3,160,731		668,167		3,828,898
2032-2033		3,077,125		596,777		3,673,902
2033-2034		2,955,500		518,901		3,474,401
2034-2035		2,875,500		438,725		3,314,225
2035-2036		2,875,500		358,710		3,234,210
2036-2037		2,875,500		272,445		3,147,945
2037-2038		2,638,000		189,656		2,827,656
2038-2039		2,500,000		112,500		2,612,500
2039-2040		2,500,000		37,500		2,537,500
<b>TOTAL</b>		<b>65,847,423</b>		<b>19,235,502</b>		<b>85,082,925</b>

**CITY OF DANBURY**  
**PUBLIC UTILITIES – WATER FUND**



**West Lake Reservoir**

<b>CITY OF DANBURY</b> <b>PUBLIC UTILITIES - WATER FUND</b> <b>ADOPTED BUDGET: 2020-2021</b>	
Public Utilities Superintendent: David Day	Dept. #: 9800
<b>Statement of Mission:</b>	The mission of the Danbury Water Department (DWD) is to provide our customers with adequate quantities of high quality water that meets or exceeds the standards established for the protection of Public Health.
<b>Department Goals:</b>	The Danbury Water Department (DWD) is committed to operating and maintaining a water utility infrastructure that will serve the demands of homes and businesses as well as provide sufficient fire flow for the protection of public and private property.
<b>Fiscal Year:</b>  <b>2019-2020</b> <b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Completed the installation of new replacement emergency generators at the Harvest Hill and Frandon Drive Pump Stations.</li> <li>• Started the design of the groundwater treatment system for the Kenosia water supply wells.</li> <li>• Continued program to replace remaining out of service City fire hydrants.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Continue program to assess and upgrade water distribution system valves.</li> <li>• Prepare draft Water Conservation Plan as required by the State Department of Public Health Drinking Water Section</li> <li>• Complete a leak detection survey of the water distribution system.</li> </ul>

## PUBLIC UTILITIES - WATER

Public Utilities Superintendent: David Day

ADOPTED BUDGET: 2020-2021

Dept.#: 9800

### PERFORMANCE MEASUREMENTS

#### Department Description:

The Danbury Water Dept is responsible for operating and maintaining a water supply system that presently produces about 7 million gallons of drinking water per day and serves a customer population of approximately 70,000 people.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20 Projected Goal	FY 20-21 Goal
# of Customers	10,864	10,920	10,945	10,981	11,032	11,064	11,200
Water Usage in Gallons	1,802,277	1,858,852	1,871,534	1,815,692	1,908,251	1,958,251	2,008,251
Current Year Collection %	91.5%	93.9%	93.5%	94.6%	93.5%	94.0%	94.5%
Water Billings	\$8,100,737	\$8,392,020	\$8,734,967	\$8,475,306	\$9,145,023	\$9,814,740	\$10,484,457
# of Fire Lines	466	471	476	482	486	490	492

#### Capital Budget: FY20/21

Priority	PROJECT DESCRIPTION	SOURCE FOR FUNDS					Capital Budget FY 20/21
		TOTAL COST	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Amb., Animal, Water or Sewer Fund	Existing Capital Budget	
Urgent	West Lake Water Treatment Plant - Emergency Generator Replacement	\$ 979,000			\$ 430,000		\$430,000

#### Sustainable Danbury:

Water Dept. efficiency and high quality service will be maintained through staff training, adherence to operation and maintenance programs, performance of necessary technology upgrades, and through the evaluation and performance of required capital improvement projects.

#### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

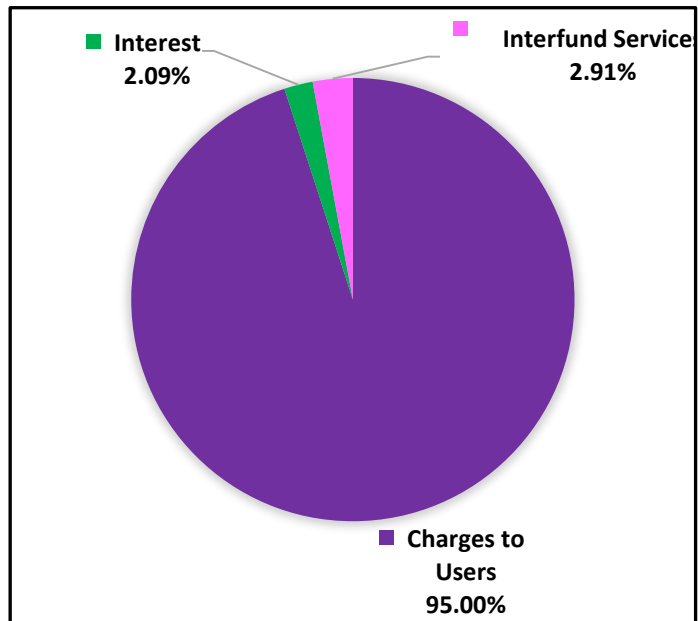
- Chapter VI, Section 6-7, Paragraph D, "The Superintendent of Public Utilities", in the City of Danbury Charter

#### Data Reference(s):

- City Charter and Public Utilities Historical Collections and Billings

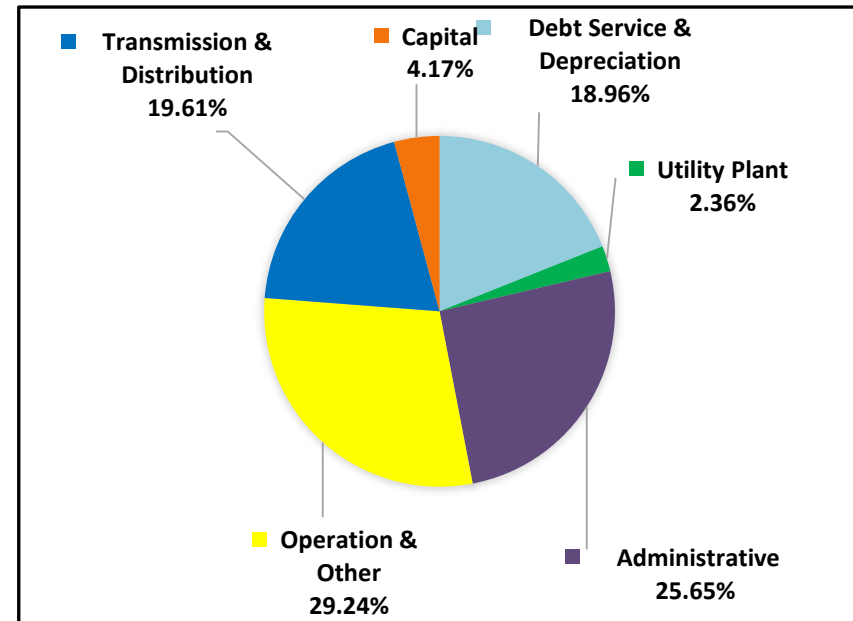
**CITY OF DANBURY  
WATER FUND  
2020-2021 ADOPTED BUDGET**

**REVENUES**



Charges to Users	\$9,785,000
Interest (Inv & Penalties)	215,000
Interfund Services	300,000
<b>Total</b>	<b>\$10,300,000</b>

**EXPENDITURES**



Debt Service & Depreciation	\$1,952,760
Utility Plant	243,500
Administrative	2,642,059
Operation & Other	3,011,681
Transmission & Distribution	2,020,000
Capital	430,000
<b>Total</b>	<b>\$10,300,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b></p> <p style="text-align: center;"><b>SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN NET ASSETS</b></p> <p style="text-align: center;"><b>WATER FUND</b></p> <p style="text-align: center;"><b>FISCAL YEARS 2016-2017 TO 2020-2021</b></p>
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	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 ACTUAL	2019-2020 BUDGET	2020-2021 BUDGET
<b><u>OPERATING REVENUES</u></b>					
Charges for Services	9,358,209	9,389,695	9,867,536	10,350,000	10,100,000
<b>TOTAL OPERATING REVENUES</b>	<b>9,358,209</b>	<b>9,389,695</b>	<b>9,867,536</b>	<b>10,350,000</b>	<b>10,100,000</b>
<b><u>OPERATING EXPENSES</u></b>					
Salaries,Benefits, and Claims	5,108,891	5,275,118	5,334,192	5,406,604	5,258,479
Materials & Supplies	588,680	509,404	537,831	793,476	767,300
Depreciation	1,673,484	1,736,422	1,735,869	1,612,040	1,787,945
Utilities	1,042,883	661,773	805,051	541,537	513,863
Administrative and Operating	300,343	456,561	356,389	1,350,544	1,377,598
<b>TOTAL OPERATING EXPENDITURES</b>	<b>8,714,281</b>	<b>8,639,278</b>	<b>8,769,332</b>	<b>9,704,201</b>	<b>9,705,185</b>
<b>TOTAL OPERATING INCOME</b>	<b>643,928</b>	<b>750,417</b>	<b>1,098,204</b>	<b>645,799</b>	<b>394,815</b>
<b><u>NON-OPERATING REVENUES (EXPENDITURES)</u></b>					
Interest Income	65,322	108,191	179,197	250,000	200,000
Gain/(Loss) on Disposal of Capital Assets	-	-	6,055	-	-
Interest Expense	(246,479)	(199,724)	(185,208)	(195,799)	(164,815)
<b>TOTAL NON-OPERATING REVENUES (EXPENDITURES)</b>	<b>(181,157)</b>	<b>(91,533)</b>	<b>44</b>	<b>54,201</b>	<b>35,185</b>
<b>NET INCOME BEFORE CAPITAL CONTRIBUTIONS/(EXPENDITURES)</b>	<b>462,771</b>	<b>658,884</b>	<b>1,098,248</b>	<b>700,000</b>	<b>430,000</b>
Capital Contributions/(Capital Expenditures)	393,230	460,050		(700,000)	(430,000)
<b>CHANGE IN NET ASSETS</b>	<b>856,001</b>	<b>1,118,934</b>	<b>1,098,248</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS, BEGINNING</b>	<b>77,399,572</b>	<b>78,255,573</b>	<b>79,374,507</b>	<b>80,472,755</b>	<b>80,472,755</b>
<b>NET ASSETS, ENDING</b>	<b>78,255,573</b>	<b>79,374,507</b>	<b>80,472,755</b>	<b>80,472,755</b>	<b>80,472,755</b>

**CITY OF DANBURY  
WATER FUND  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Fines &amp; Penalties</u></b>							
4190.0150	Interest on Delinquent Taxes	138,637	220,000	110,000	230,000	200,000	200,000
<b>Sub-Total Fines &amp; Penalties</b>		<b>138,637</b>	<b>220,000</b>	<b>110,000</b>	<b>230,000</b>	<b>200,000</b>	<b>200,000</b>
<b><u>Licenses and Permits</u></b>							
4200.2260	Public Utilities Permits	20,545	25,000	16,000	24,000	20,000	20,000
<b>Sub-Total Licenses and Permits</b>		<b>20,545</b>	<b>25,000</b>	<b>16,000</b>	<b>24,000</b>	<b>20,000</b>	<b>20,000</b>
<b><u>Charges for Services</u></b>							
4400.4000	Refund - Prior Year Expense	84	0	0	0	0	0
4400.4260	Electric Interruption	619	2,000	1,000	1,500	1,100	1,100
4400.4780	Reappropriations	10,599	0	0	0	0	0
4400.4820	Other Revenues	100,931	100,000	61,925	15,000	92,250	92,250
4400.4840	Connection Charges	320,381	383,000	365,000	386,000	365,000	365,000
4400.4860	Meter Deposits	5,215	6,650	6,650	5,000	6,650	6,650
4400.4880	Metered Sales	9,253,383	9,000,000	9,000,000	9,273,894	9,100,000	9,100,000
<b>Sub-Total Charges for Services</b>		<b>9,691,212</b>	<b>9,491,650</b>	<b>9,434,575</b>	<b>9,681,394</b>	<b>9,565,000</b>	<b>9,565,000</b>
<b><u>Transfers</u></b>							
4500.1004	Prov for Sewer Fund	0	598,350	299,175	300,000	300,000	300,000
<b>Sub-Total Transfers</b>		<b>0</b>	<b>598,350</b>	<b>299,175</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
<b><u>Fines</u></b>							
4510.5190	Interest & Liens - Non Tax	17,091	15,000	10,000	15,000	15,000	15,000
4510.5195	Lien Admin Fee - Non Tax	51	0	0	0	0	0
<b>Sub-Total Fines</b>		<b>17,142</b>	<b>15,000</b>	<b>10,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>



**CITY OF DANBURY  
WATER FUND  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Investment Earnings</u></b>							
4610.1200	Interest on Investments	179,192	250,000	170,000	180,000	200,000	200,000
<b>Sub-Total Investment Earnings</b>		<b>179,192</b>	<b>250,000</b>	<b>170,000</b>	<b>180,000</b>	<b>200,000</b>	<b>200,000</b>
<b><u>Other Proceeds</u></b>							
4650.1500	Contributed Capitals Revenue	0	0	435,250	0	0	0
<b>Sub-Total Other Proceeds</b>		<b>0</b>	<b>0</b>	<b>435,250</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Other Financing Sources</u></b>							
4900.1740	Sale of Assets	6,050	0	12,742	0	0	0
4900.1755	Reappropriations	0	118,775	0	0	0	0
<b>Sub-Total Other Financing Sources</b>		<b>6,050</b>	<b>118,775</b>	<b>12,742</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Debt Issuance</u></b>							
4930.7040	Bond Issuance Proceeds	-245,420	0	0	0	0	0
<b>Sub-Total Debt Issuance</b>		<b>-245,420</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE: WATER FUND</b>		<b>9,807,359</b>	<b>10,718,775</b>	<b>10,487,742</b>	<b>10,430,394</b>	<b>10,300,000</b>	<b>10,300,000</b>

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>8001</b>	<b>FICA</b>						
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	210,144	216,350	216,350	222,840	222,840	222,840
	<b>SUB-TOTAL: FICA</b>	<b>210,144</b>	<b>216,350</b>	<b>216,350</b>	<b>222,840</b>	<b>222,840</b>	<b>222,840</b>
<b>8002</b>	<b>PENSION EXPENSE</b>						
5350.2216	Interfund Svc Exp Post Employment Benefits	639,601	640,000	640,000	466,450	466,450	466,450
	<b>SUB-TOTAL: PENSION EXPENSE</b>	<b>639,601</b>	<b>640,000</b>	<b>640,000</b>	<b>466,450</b>	<b>466,450</b>	<b>466,450</b>
<b>8003</b>	<b>EMPLOYEE SERVICE BENEFITS</b>						
5250.1650	Other Benefits Employees Service Benefit	0	8,844	0	9,938	9,938	9,938
	<b>SUB-TOTAL: EMPLOYEE SERVICE BENEFITS</b>	<b>0</b>	<b>8,844</b>	<b>0</b>	<b>9,938</b>	<b>9,938</b>	<b>9,938</b>
<b>8005</b>	<b>STATE UNEMPLOYMENT COMP</b>						
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	0	10,000	0	10,000	10,000	10,000
	<b>SUB-TOTAL: STATE UNEMPLOYMENT COMP</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>8006</b>	<b>EMPLOYEE HEALTH &amp; LIFE INS</b>						
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	289,613	324,320	324,320	314,552	314,552	314,552
5350.2216	Interfund Svc Exp Post Employment Benefits	39,000	39,000	39,000	33,100	33,100	33,100
	<b>SUB-TOTAL: EMPLOYEE HEALTH &amp; LIFE INS</b>	<b>328,613</b>	<b>363,320</b>	<b>363,320</b>	<b>347,652</b>	<b>347,652</b>	<b>347,652</b>
<b>8007</b>	<b>UNION WELFARE</b>						
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	569,775	636,480	636,000	695,550	695,550	695,550
	<b>SUB-TOTAL: UNION WELFARE</b>		<b>636,480</b>	<b>636,000</b>	<b>695,550</b>	<b>695,550</b>	<b>695,550</b>

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>8008</b>	<b>RISK MANAGEMENT</b>						
5350.2214	Interfund Svc Exp Risk/Benefit Svcs	200,003	185,000	185,000	185,000	185,000	185,000
5350.2215	Interfund Svc Exp Wrkrs Comp Svcs	114,950	117,000	117,000	118,000	118,000	118,000
	<b>SUB-TOTAL: RISK MANAGEMENT</b>	<b>314,953</b>	<b>302,000</b>	<b>302,000</b>	<b>303,000</b>	<b>303,000</b>	<b>303,000</b>
<b>9801</b>	<b>LONG TERM DEBT BONDS</b>						
5880.3400	Debt Service Interest on Bonds	236,208	196,808	196,807	164,815	164,815	164,815
	<b>SUB-TOTAL: LONG TERM DEBT BONDS</b>	<b>236,208</b>	<b>196,808</b>	<b>196,807</b>	<b>164,815</b>	<b>164,815</b>	<b>164,815</b>
<b>9802</b>	<b>UTILITY PLANT</b>						
5500.2405	Maintenance & Repair Buildings & Structures	8,092	12,000	12,000	12,000	10,000	10,000
5700.2700	Equipment Office	867	2,000	2,000	2,000	2,000	2,000
5700.2730	Equipment Garage & Shop	2,990	3,000	3,000	3,000	3,000	3,000
5700.2770	Equipment Water Treatment	19,480	17,500	17,500	17,500	17,500	17,500
5700.2772	Equipment Electric Pumping	27,805	40,000	35,000	35,000	34,000	34,000
5700.2774	Equipment Reservoir	4,474	4,000	4,000	6,000	4,000	4,000
5700.2776	Equipment Distribution/Reserv/Stand Pipe	8,587	12,000	12,000	7,000	7,000	7,000
5700.2778	Equipment Transmission & Distribution	6,076	12,000	12,000	12,000	10,000	10,000
5700.2780	Equipment Services-T&D Mains	0	4,000	4,000	4,000	4,000	4,000
5700.2782	Equipment Meters	28,123	28,000	28,000	28,000	28,000	28,000

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
5700.2784	Equipment Hydrants	37,854	54,000	46,000	40,000	40,000	40,000
5700.2788	Equipment Stores	0	1,000	1,000	1,000	1,000	1,000
5700.2790	Equipment Laboratory	3,584	11,000	11,000	11,000	10,000	10,000
5700.2792	Equipment Power Operated	35,225	20,000	17,000	17,000	17,000	17,000
5700.4659	Equipment Reimbursement of Expenditures	-1,175	0	-710	0	0	0
<b>SUB-TOTAL: UTILITY PLANT</b>		<b>181,980</b>	<b>220,500</b>	<b>203,790</b>	<b>195,500</b>	<b>187,500</b>	<b>187,500</b>
<b>9803</b>	<b>UTILITY PLANT OPERATION</b>						
5400.2395	Property Services Payment in Lieu of Taxes	51,822	54,000	54,000	56,000	56,000	56,000
<b>SUB-TOTAL: UTILITY PLANT OPERATION</b>		<b>51,822</b>	<b>54,000</b>	<b>54,000</b>	<b>56,000</b>	<b>56,000</b>	<b>56,000</b>
<b>9804</b>	<b>SOURCE OF SUPPLY</b>						
5300.2125	Purch Svcs Oper/Super/Engineering- Source	98,568	293,027	306,027	304,000	276,558	276,558
<b>SUB-TOTAL: SOURCE OF SUPPLY</b>		<b>98,568</b>	<b>293,027</b>	<b>306,027</b>	<b>304,000</b>	<b>276,558</b>	<b>276,558</b>
<b>9805</b>	<b>PUMPING OPERATION</b>						
5500.2405	Maintenance & Repair Buildings & Structures	5,426	7,000	7,000	7,000	7,000	7,000
5500.2455	Maintenance & Repair Pumping Equipment	25,976	35,000	20,000	20,000	25,000	25,000
5600.2540	Materials & Supplies Electrical Service	131,408	200,000	200,000	220,000	175,060	175,060
<b>SUB-TOTAL: PUMPING OPERATION</b>		<b>162,810</b>	<b>242,000</b>	<b>227,000</b>	<b>247,000</b>	<b>207,060</b>	<b>207,060</b>

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>9806</b>	<b>WATER TREATMENT OPERATION</b>						
5020.1000	Salaries Regular	756,512	782,823	708,313	788,369	788,369	788,369
5030.1000	Overtime Salaries	129,238	121,000	159,528	126,000	125,000	125,000
5050.1140	Other Salaries Other Earnings	0	6,500	6,500	22,944	22,944	22,944
5250.1620	Other Benefits Longevity	3,260	2,730	2,575	2,705	2,705	2,705
5250.1630	Other Benefits Sick Leave	1,806	2,923	2,897	3,466	3,466	3,466
5250.1660	Other Benefits Shoe Allowance	1,210	1,220	1,210	1,100	1,100	1,100
5300.2045	Purch Svcs Communication Svcs	24,140	23,500	23,500	24,800	24,800	24,800
5300.2195	Purch Svcs Misc Services	84,211	171,830	171,830	177,400	160,000	160,000
5500.2405	Maintenance & Repair Buildings & Structures	11,607	28,000	23,000	20,000	20,000	20,000
5500.2420	Maintenance & Repair Office Equipment	219	5,000	5,000	5,000	3,000	3,000
5500.2460	Maintenance & Repair Water Treatment Equipment	63,050	64,251	59,251	41,000	41,000	41,000
5600.2540	Materials & Supplies Electrical Service	251,822	295,537	305,537	305,537	304,616	304,616
5600.2575	Materials & Supplies Industrial Chemicals	384,045	535,376	480,865	540,000	540,000	540,000
5600.2695	Materials & Supplies Miscellaneous	5,548	7,500	7,500	7,500	7,000	7,000
5700.2750	Equipment Safety	2,492	8,000	8,000	8,000	6,000	6,000
<b>SUB-TOTAL:</b>	<b>WATER TREATMENT OPERATION</b>	<b>1,719,161</b>	<b>2,056,190</b>	<b>1,965,506</b>	<b>2,073,821</b>	<b>2,050,000</b>	<b>2,050,000</b>
<b>9807</b>	<b>TRANSMISSION &amp; DISTRIBUTION</b>						

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
5020.1000	Salaries Regular	1,154,956	1,260,887	1,141,217	1,403,158	1,404,835	1,404,835
5020.4659	Salaries Reimbursement of Expenditures	-4,477	0	-1,521	0	0	0
5030.1000	Overtime Salaries	238,009	226,000	256,736	220,120	210,120	210,120
5040.1000	Part Time Salaries	45,260	81,996	81,996	60,935	84,958	84,958
5050.1140	Other Salaries Other Earnings	0	213,000	0	53,263	53,263	53,263
5250.1620	Other Benefits Longevity	4,400	5,715	3,010	3,010	3,010	3,010
5250.1630	Other Benefits Sick Leave	1,328	1,618	1,618	1,667	1,667	1,667
5250.1650	Other Benefits Employees Service Benefit	0	35,603	0	0	0	0
5250.1660	Other Benefits Shoe Allowance	2,530	2,310	2,310	2,640	2,640	2,640
5250.1665	Other Benefits Tool Allowance	120	120	120	120	120	120
5300.2045	Purch Svcs Communication Svcs	2,204	2,500	2,200	2,200	2,200	2,200
5300.2130	Purch Svcs Customer Service Installation	1,114	3,000	3,000	3,000	3,000	3,000
5500.2405	Maintenance & Repair Buildings & Structures	8,477	23,000	23,000	23,000	23,000	23,000
5500.2465	Maintenance & Repair Distrib/Reservoirs/Standpipe	69,939	76,192	73,192	73,192	71,000	71,000
5500.2470	Maintenance & Repair Meters	4,301	29,000	21,000	26,000	26,000	26,000
5500.4659	Maintenance & Repair Reimbursement of Expenditures	-16,355	0	0	0	0	0
5600.2540	Materials & Supplies Electrical Service	32,162	36,000	36,000	36,000	34,187	34,187

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
5600.2635	Materials & Supplies Transmission & Distribution	21,949	48,685	48,685	50,000	50,000	50,000
5600.2640	Materials & Supplies Meter	1,066	7,000	7,000	7,000	10,000	10,000
5600.2695	Materials & Supplies Miscellaneous	17,906	34,800	34,800	35,000	30,000	30,000
5600.4659	Materials & Supplies Reimbursement of Expenditures	-159	0	0	0	0	0
5700.2750	Equipment Safety	7,368	11,225	10,225	10,225	10,000	10,000
<b>SUB-TOTAL: TRANSMISSION &amp; DISTRIBUTION</b>		<b>1,592,097</b>	<b>2,098,651</b>	<b>1,744,588</b>	<b>2,010,530</b>	<b>2,020,000</b>	<b>2,020,000</b>
<b>9809</b>	<b>CUSTOMER ACCTS OPERATIONS</b>						
5350.2202	Interfund Svc Exp General Fund Svcs	249,400	249,400	249,400	249,400	274,340	274,340
5600.2695	Materials & Supplies Miscellaneous	22,460	38,500	38,500	25,000	25,000	25,000
<b>SUB-TOTAL: CUSTOMER ACCTS OPERATIONS</b>		<b>271,860</b>	<b>287,900</b>	<b>287,900</b>	<b>274,400</b>	<b>299,340</b>	<b>299,340</b>
<b>9810</b>	<b>WATER ADMIN &amp; GENERAL OPERATI</b>						
5020.1000	Salaries Regular	302,105	296,608	168,902	334,493	306,812	306,812
5020.4659	Salaries Reimbursement of Expenditures	-401	0	-297	0	0	0
5030.1000	Overtime Salaries	1,770	8,500	5,300	4,000	4,080	4,080
5050.1140	Other Salaries Other Earnings	0	0	0	3,474	3,474	3,474
5250.1620	Other Benefits Longevity	1,365	1,365	1,365	1,365	1,365	1,365
5250.1630	Other Benefits Sick Leave	3,897	4,536	4,536	4,178	4,178	4,178
5250.1660	Other Benefits Shoe Allowance	220	220	220	220	220	220
5300.2020	Purch Svcs Financial Services	21,719	15,000	15,000	15,000	15,000	15,000

**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
5300.2021	Purch Svcs GIS Services	0	9,000	9,000	9,000	9,000	9,000
5300.2040	Purch Svcs Outside Svcs	988	18,000	18,000	18,000	10,000	10,000
5300.2045	Purch Svcs Communication Svcs	7,411	7,430	7,180	7,200	7,200	7,200
5300.2197	Purch Svcs Collection Fees	226	2,000	2,000	2,000	2,000	2,000
5305.2230	Fees & Charges State of CT Fees	28,270	10,315	10,315	21,000	21,000	21,000
5500.2415	Maintenance & Repair Automotive Equipment	60,521	85,000	80,000	85,000	70,000	70,000
5500.2420	Maintenance & Repair Office Equipment	1,314	2,000	2,000	2,000	2,000	2,000
5600.2500	Materials & Supplies Office	4,789	5,000	5,000	5,000	5,000	5,000
5600.2550	Materials & Supplies Motor Fuel	48,131	67,000	80,000	80,000	65,000	65,000
5600.2560	Materials & Supplies Tires	11,113	14,000	14,000	14,000	14,000	14,000
5600.2695	Materials & Supplies Miscellaneous	22,050	23,300	20,700	21,300	21,300	21,300
5855	Contingency	0	38,464	38,464	25,000	25,000	25,000
<b>SUB-TOTAL: WATER ADMIN &amp; GENERAL OPERATI</b>		<b>515,488</b>	<b>607,738</b>	<b>481,685</b>	<b>652,230</b>	<b>586,629</b>	<b>586,629</b>
<b>9811</b>	<b>WATER DISCOUNTS</b>						
6200.6250	Discounts Departmentwide	-32	0	-63	0	0	0
<b>SUB-TOTAL: WATER DISCOUNTS</b>		<b>-32</b>	<b>0</b>	<b>-63</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>9812</b>	<b>ENGINEERING SERVICES - WATER</b>						
5020.1000	Salaries Regular	166,994	169,280	169,280	174,359	174,359	174,359
5250.1620	Other Benefits Longevity	1,010	1,010	1,010	1,010	1,010	1,010
5250.1630	Other Benefits Sick Leave	1,795	2,637	2,367	3,354	3,354	3,354
<b>SUB-TOTAL: ENGINEERING SERVICES - WATER</b>		<b>169,799</b>	<b>172,927</b>	<b>172,657</b>	<b>178,723</b>	<b>178,723</b>	<b>178,723</b>



**CITY OF DANBURY  
Water Fund  
ADOPTED BUDGET: 2020-2021**

Dept. #: 9800

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>9814</b>	<b>WATER CAPITAL</b>						
5865.3109	Operating Transfer Out To Capital Funds	700,000	700,000	700,000	430,000	430,000	430,000
<b>SUB-TOTAL: WATER CAPITAL</b>		<b>700,000</b>	<b>700,000</b>	<b>700,000</b>	<b>430,000</b>	<b>430,000</b>	<b>430,000</b>
<b>9815</b>	<b>GAAP YEAR END ENTRY</b>						
5600.9999	Materials & Supplies Change in Inventory	82,241	0	0	0	0	0
5880.3400	Debt Service Interest on Bonds	-20,318	0	0	0	0	0
5880.3460	Debt Service Gain Income	-36,665	0	0	0	0	0
8026	Depreciation Expense	1,735,869	1,612,040	1,612,040	1,787,945	1,787,945	1,787,945
<b>SUB-TOTAL: GAAP YEAR END ENTRY</b>		<b>1,761,127</b>	<b>1,612,040</b>	<b>1,612,040</b>	<b>1,787,945</b>	<b>1,787,945</b>	<b>1,787,945</b>
<b>TOTAL:</b>	<b>Water Fund</b>	<b>9,523,974</b>	<b>10,718,775</b>	<b>10,109,607</b>	<b>10,430,394</b>	<b>10,300,000</b>	<b>10,300,000</b>

<p style="text-align: center;"><b>CITY OF DANBURY</b></p> <p style="text-align: center;"><b>COMBINED SCHEDULE OF BONDED DEBT THROUGH MATURITY</b></p> <p style="text-align: center;"><b>WATER FUND</b></p> <p style="text-align: center;"><b>As of June 30, 2020</b></p>
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<b>Fiscal Year</b>			<b>Principal</b>	<b>Interest</b>	<b>Total Debt Service Per Year</b>
2020-2021	\$	642,750	\$	164,815	\$ 807,565
2021-2022		641,000		136,999	777,999
2022-2023		452,000		114,039	566,039
2023-2024		451,000		93,184	544,184
2024-2025		448,000		73,146	521,146
2025-2026		451,000		53,706	504,706
2026-2027		430,000		35,269	465,269
2027-2028		243,000		22,439	265,439
2028-2029		189,000		15,424	204,424
2029-2030		158,000		10,451	168,451
2030-2031		65,000		7,363	72,363
2031-2032		45,000		5,913	50,913
2032-2033		45,000		4,763	49,763
2033-2034		45,000		3,600	48,600
2034-2035		30,000		2,563	32,563
2035-2036		30,000		1,663	31,663
2036-2037		30,000		763	30,763
2037-2038		10,000		156	10,156
<b>TOTAL</b>		<b>\$4,405,750</b>		<b>\$746,253</b>	<b>\$5,152,003</b>

**CITY OF DANBURY  
WATER DEPARTMENT  
ADOPTED BUDGET: 2020-2021**

**TABLE OF ORGANIZATION**

TABLE OF ORGANIZATION	NUMBER OF POSITIONS			PRESENT RATES	ADOPTED BUDGET 2020-2021
	2019-2020 BUDGET	CHANGE (+ or -)	2020-2021 BUDGET		
SUPERINTENDENT OF PUBLIC UTILITIES	1		1	126,792	126,792
CHIEF OF OPERATIONS	1		1	91,016	91,016
CHIEF OF WATER QUALITY & TECH. SERVICES	1		1	99,415	99,415
ENGINEER I	2		2	87,179	174,358
ADMINISTRATIVE MANAGER	1		1	84,285	84,285
FOREMAN/MAINTENANCE	1	-1	0	86,635	0
CHIEF OF WATER DIST, SEWER COLL & MAINT	0	1	1	86,635	86,635
* LEAD PIPE INSTALLER (WATER & UTILITIES)	2		2	70,242	140,484
* FOG INSPECTOR	0	1	1	69,451	69,451
* CUSTOMER SERVICE COORDINATOR	1		1	68,055	68,055
* (PF) SECRETARY	1		1	58,266	58,266
* EQUIPMENT MECHANIC	1		1	67,163	67,163
* UTILITY MECHANIC	1		1	67,163	67,163
* PIPE INSTALLER	6		6	61,069-65,229	420,096
* LAB TECHNICIAN	1		1	64,397	64,397
* OPERATOR REPAIRPERSON	2		2	63,274	126,549
* PARTS ATTENDANT	1		1	61,568	61,568
* OPERATOR	6		6	56,638	339,829
* PUBLIC UTILITIES TECHNICIAN	3		3	56,638	169,914
* METER READER/INSTALLER	1		1	56,181	56,181
* LABORER	6		6	55,557	333,342
SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)					(30,586)
<b>TOTAL</b>	<b>39</b>		<b>40</b>		<b>2,674,373</b>

## CITY OF DANBURY Capital Improvement Plan



**Pembroke School  
Playground**



**Triangle Street  
Bridge**



**Danbury High School  
Track & Field**



<p style="text-align: center;"><b>IMPACT OF CAPITAL INVESTMENTS</b></p> <p style="text-align: center;"><b>ON OPERATING BUDGET</b></p>
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**The Total FY 2020/21 Capital Budget of \$88,245,725 to be Funded As Follows:**

<b>Funding Summary</b>	<b>Budget Amount</b>
Total General Fund Projects and Leases	\$5,465,000
Notes	\$3,000,000
LOCIP	\$1,155,000
Community Development Block Grant	\$250,000
Other State & Federal Grants	15,845,725
Sewer Fund	\$100,000
Water Fund	\$430,000
SNAPP 2020 BOND	\$62,000,000
<b>TOTAL</b>	<b>\$88,245,725</b>

### Impact on Operating Budget

The listed capital project investments are done within a framework of capital financing practices designed to ensure that the debt associated with these projects does not place undue pressure on the mill rate and our taxpayers.

DEPARTMENT	CAPITAL FUNDING	CAPITAL IMPROVEMENT	OPERATING IMPACT
<b>Airport</b>	<b>\$241,000</b>	Airport runway and property acquisition, tree Maintenance at all airport approaches, Pavement Analysis	Additional property and ongoing maintenance allows further safety measures for aircraft arrivals and departures, which complies with federal regulatory safety standards. <b>Key Impact:</b> Maintain strict adherence to FAA safety regulations and for safe aircraft landing/taking offs.
<b>Civil Preparation</b>	<b>\$225,000</b>	Replace Windows, vestibule at War Memorial/ Emergency Shelter, Rescue Vessel Acquisition and location Improvements, and Renovate Emergency Preparedness Office	Replacements provide improved comfort, energy efficiency via lower fuel costs by reducing costs associated with heating and cooling. <b>Key Impact:</b> Acquiring marine rescue vessels will reduce response time to emergencies in recreational waterways.
<b>Construction Services</b>	<b>\$16,270,000</b>	Playground and park safety improvements, citywide bridge repairs, park trail improvements, Downtown Streetscape Renaissance Project, renovation of Danbury High School track and environmental remediation, and Playscape Replacement in City Parks & Schools	To increase safety and security of City parks, City streets, bridges, and school grounds. Revitalizes the downtown area, eliminates pollution in addition, waste products from water and soil to protect human health and the environment. <b>Key Impact:</b> Maintaining ongoing safety repairs to playgrounds, sidewalks and bridges is vital to the well-being of the youths, pedestrian and vehicle safety. Injuries can potentially cause injuries and subsequent legal ramifications to the City.
<b>Engineering</b>	<b>\$20,950,000</b>	Bridge Inspection and Replacement Program, Comply with MS4 Permit Requirements, Reconstruct Shed at DPW Complex, White Street @ Locust Ave and Wildman Street, RT 53 South St., Triangle Street Intersection & Drainage Improvement Project, South Street Drainage Basin Improvement Project	Achieves mandated permit compliance, and maintains safety and stability of public roadways and bridges and intersections. <b>Key Impact:</b> Bridge inspections and replacements minimize liability associated with costly repairs, and maintain structural integrity and safety requirements.

**Impact on Operating Budget (Continued)**

DEPARTMENT	CAPITAL FUNDING	CAPITAL IMPROVEMENT	OPERATING IMPACT
<b>Fire</b>	<b>\$3,215,000</b>	Replace necessary fire tools, apparatus, dispatch radio equipment, vehicles and equipment, turnout gear, Fire Training School/Tower Compliance Requirements and Self Contained Breathing Apparatus Equipment	Ensures firefighters have necessary training and tools, vehicles and equipment to perform public safety functions. Safety features on new equipment improves firefighter and citizen safety, and aids in quicker response time when answering emergencies. <b>Key Impact:</b> Improving response time and effectiveness of equipment and training may save lives.
<b>Forestry</b>	<b>\$50,000</b>	Trim & Remove Trees in Public Right of Way	Eliminate hazardous conditions caused by unhealthy, overgrown trees that pose a defect or public hazard. <b>Key Impact:</b> Maintain the component of the City's Mission Statement: "...ensuring a superior quality of life for its citizens".
<b>Corporation Counsel</b>	<b>\$60,000</b>	Renovate City Hall Offices	Replacing old furniture with updated, ergonomic will ensures internal aesthetics, enhance productivity and functionality, and improves employee health and safety. <b>Key Impact:</b> Newer, ergonomic furniture immediately improves the appearance of the office, particularly in areas receiving visitors, and provides long-terms health benefits when sitting for long periods.
<b>Danbury Museum &amp; Historical Society</b>	<b>\$40,000</b>	Repaint Four Historic Buildings	Repainting will ensure preventative insect damage, increased protection against the elements, and Increased lifespan of exterior walls. <b>Key Impact:</b> Reviving the historic buildings ensures the City preserves the cultural, historic and natural resources according to the Mission Statement. Also, it is a cost-effective measure taken to minimize environmental damage to the exterior.

<b><u>Impact on Operating Budget (Continued)</u></b>			
<b>DEPARTMENT</b>	<b>CAPITAL FUNDING</b>	<b>CAPITAL IMPROVEMENT</b>	<b>OPERATING IMPACT</b>
<b>Highway</b>	<b>\$15,850,000</b>	Highway Equipment Replacement Program, roadway improvements, guiderail replacements, pool fleet replacement program and Downtown Decorative Streetlight Replacement program	Improves vehicle safety on roadways, streetlights are replaced with more cost-effective and highly efficient energy saving bulbs, and roadway improvements help reduce occurrence of traffic accidents. Decorations revitalize the community, boosts the local economy. <b>Key Impact:</b> Replacing old equipment is key to providing uninterrupted, cost-effective municipal services.
<b>Information Technology</b>	<b>\$1,180,115</b>	Upgrade and replace multifunction Copiers for various City departments, City services and networking equipment, Public Safety computer equipment, timekeeping and reporting initiatives.	Expands the City's storage capacity, improve the efficiency and reliability of technology to address internal needs to provide reliable services to the citizens of Danbury. <b>Key Impact:</b> Upgrades safeguards the City's and citizen data, and new devices create high-functioning, productive work environments with no downtime.
<b>Planning &amp; Zoning</b>	<b>\$150,000</b>	Plan of Conservation and Development Amendment	Downtown Danbury will be engaging in transforming and revitalizing downtown Danbury into a lively community where residents will want to live, work and raise their families. <b>Key Impact:</b> The City is committed to drawing visitors to Danbury by revitalizing its downtown, which is designed to create job opportunities and stimulate the local economy.



**Impact on Operating Budget (Continued)**

DEPARTMENT	CAPITAL FUNDING	CAPITAL IMPROVEMENT	OPERATING IMPACT
<b>Police</b>	<b>\$586,750</b>	Vehicle Replacement Program, Communication Equipment Replacement Program, Patrol Critical Incident Response Equipment, Body Camera Project	Vehicle replacement and communication allows on-duty officers to maintain the safety of the City and improve response time. Updated safety equipment and technology helps maintain officer and citizen safety during vehicle stops. <b>Key Impact:</b> Police vehicles and equipment replacements allow Law Enforcement to be connected with the people they work with and protect, resulting in and quicker response times.
<b>Public Buildings</b>	<b>\$3,210,000</b>	HVAC replacement programs, roofing, vehicle replacement programs, Senior Center improvements, school elevator/door upgrades, boiler replacement and school HVAC program	Structural roof and interior improvements and elevator repairs prevent harmful, costly incidents, while HVAC replacements provide comfort, improved health and air quality for occupants. <b>Key Impact:</b> HVAC replacements results in greater efficiency, improved airflow, which may result in cost savings.
<b>Richter Park</b>	<b>\$225,000</b>	Richter Drive Bridge Reconstruction	Reconstruction improves the structural integrity with the use of new innovative materials, leading to extended use. <b>Key Impact:</b> With aging and increase motorists, the condition demands reconstruction for safety, durability, and maintaining compliance with state and local regulations.
<b>Tarrywile Park</b>	<b>\$80,000</b>	Maintenance Building and Garage Renovations	External and internal repairs and regular maintenance improves the structural integrity, aesthetics, and safety of the facilities. <b>Key Impact:</b> Ongoing maintenance and renovations prevent deformations, breaking and catastrophic failure of the building's structure.

<b><u>Impact on Operating Budget (Continued)</u></b>			
<b>DEPARTMENT</b>	<b>CAPITAL FUNDING</b>	<b>CAPITAL IMPROVEMENT</b>	<b>OPERATING IMPACT</b>
<b>Schools</b>	<b>\$23,807,900</b>	UST Replacements in various schools, replace Exterior Doors at various schools, HVAC Program, Install Grease, Oil & Fats Separators, replace fire alarm systems, School District Classroom Space Initiative including elevator replacements	As enrollment continues its steady increase, the need to replace school structures becomes urgent. <b>Key Impact:</b> Replacements and maintenance protocols spanning districtwide, ensures a cost-effective and longer life of each facility, which guarantees the safety of students and staff.
<b>Recycling &amp; Solid Waste</b>	<b>\$85,000</b>	Landfill Control Panel & Upgrade - Programmable Logic Controller	Maintenance and renovations will prevent unforeseen repairs, provide a safe working environment, and reduce operating costs by improving functionality and facility infrastructure. <b>Key Impact:</b> Maintaining the landfill control ensures proper processing and recycling inorganic materials for the health and safety of citizens and the environment.
<b>Public Utilities: Sewer Dept/ Fund</b>	<b>\$100,000</b>	Vehicle and Equipment Replacement Program	Existing fleet will continue to be replaced with more fuel-efficient, reliable vehicles lowering repair and maintenance costs. <b>Key Impact:</b> Vehicle replacements minimizes repeated repair costs and ensures staff operate reliable vehicles.
<b>Public Utilities: Water Dept/ Fund</b>	<b>\$430,000</b>	West Lake Water Treatment Plant - Emergency Generator Replacement	Replacing the Emergency Generator delivers reliable power quickly and automatically during power outages. <b>Key Impact:</b> Vehicle replacements minimizes repeated repair costs and ensures staff operate reliable vehicles.

**FY 20/21 Total Capital Funding: \$86,755,765 + Leases \$1,489,960 = \$88,245,725**

**The \$3.0M Borrowing Included in the FY 2020/21 Capital Budget For the Following Projects Have Been Deemed Necessary:**

<b>CAPITAL IMPROVEMENT PROJECT</b>	<b>FUNDING AMOUNT</b>
<b>Highway:</b> Paving, Drainage and Road Improvements	<b>\$1,500,000</b>
<b>Construction Services:</b> General City Sidewalk Repair & Replacement	<b>\$250,000</b>
<b>Engineering:</b> Bridge Replacement Program	<b>\$1,250,000</b>
<b>Total Funding Amount:</b>	<b><u>\$3,000,000</u></b>

## INTRODUCTION & OVERVIEW TO CAPITAL BUDGET PLAN

**FY2020/2021 Capital Budget: \$88,245,725**

### **Introduction to Capital**

The Capital Budget is the City's plan of capital projects and the means of financing them for a given fiscal year. The Planning Commission adopts a six-year capital improvement program and forwards it to the Mayor and the City Council for review, modifications, and funding authorization for the first year of the program. The following section contains a summary of the City's Capital Budget and includes an explanation of the capital budget process, its relationship to the operating budget, and a brief description of the capital projects for **FY 2020-2021**. This section also contains information on capital budget financing and debt administration in the City.

### **Capital Budget Overview**

Capital Improvement Programming (**CIP**) and budgeting involves the development of a long-term plan for capital expenditures of the City. Capital expenditures include costs for buildings, land, major maintenance items, equipment, and other commodities that are of significant value and have a useful life of many years.

The FY 20-21 Capital Budget Plan provides for making investments in schools, public safety, City buildings and infrastructure in addition to funding technology improvements and energy efficiency projects through lease/purchase financing. The FY 20-21 Capital Budget includes funding for the following:

**Airport:** Tree maintenance all airport approaches per FAA, focused master plan project runway, pavement analysis - develop PCNs; **Civil Preparation:** Replace Windows and Vestibule at the War Memorial/Emergency Shelter Rescue Vessel acquisition and location improvements, Renovate Emergency Preparedness Office; **Construction Services:** citywide minor bridge repair & maintain general city sidewalk repair and replacement environmental remediation, Playscape Replacement in City Parks and Schools; **Corporation Counsel:** Renovate City Hall Offices; **Danbury Museum & Historical Society:** Repaint four historic buildings; **Engineering:** Bridge Replacement Program, Citywide Bridge Inspections, Comply with MS4 Permit Requirements, Reconstruct Shed at DPW Complex, White Street at Locust Avenue and Wildman Street, Route 53 South Street, Triangle Street Intersection and Drainage Improvement Project, South Street Drainage Basin Improvement Project **Fire:** Fire Tools Replacement Program Allocation, Apparatus Replacement/FM and rescue vehicles, turnout gear, Fire Training School/Tower Compliance Requirements, Self-Contained Breathing Apparatus Equipment; **Forestry:** Tree Trimming & Removal in Public Rights of Way; **Health & Human Services:** Comply with MS4 Permit Inspection Requirements; **Highway:** Paving, Drainage and Road Improvements, Guiderail Replacement Program – Citywide Pool Fleet Vehicle Replacement Program, Downtown Decorative Streetlight Replacement Program;

### **Capital Budget Overview (Continued)**

**Information Technology**: CRM Phase 2, City Server Storage Replacement Program, Public Safety Tough Book Replacement (Technology), Computer Hardware Replacement Program, IT Security and Hardware Evaluation, Public Safety Software Upgrades, Replace CAMA System for Tax Assessor, Computer Based Automation, Secure Cloud Hosting, Presentation Systems Upgrade City Hall, New Copier MFD for City offices, Server Farm & Network Storage Systems for Public Safety, New Core Network Switch for City Hall, Microsoft Server & Computer Software Upgrades, City Hall Data Center UPS Battery System Refurbishment, Back-up Generator; **Park Maintenance**: Rogers Park Lighting Replacement; **Planning & Zoning**: Plan of Conservation & Development Amendment; **Police**: Vehicle Replacement Program, Communication Equipment Replacement Program, Patrol Critical Incident Response Equipment, Body Camera Project; **Public Buildings**: Renovate Healing Hearts Building, HVAC Replacement Program, Public Buildings Roof Improvement Program, Repaint exterior of Portico and Trim at Railway Museum, Replace second floor flooring in Old Library, Renovate Buildings Farrington Woods, Hatters Pavilion Renovations; **Public Buildings-Schools**: UST Replacement - various locations Replace Exterior Doors - Various Schools, School HVAC Program, Install Grease, Oil and Fats Separators, Replace Fire Alarm Systems; **Recycling & Solid Waste**: Landfill Control Panel & Upgrade - Programmable Logic Controller; **Tarrywile Park**: Maintenance Building and Garage Renovations; **Animal Control Fund**: Animal Control Facility and equipment replacement program; **Ambulance Fund**: EMS Vehicle Replacement Program; **Public Utilities: Sewer Department/Fund**: Vehicle & Equipment Replacement Program; **Public Utilities: Water Department/Fund**: West Lake Water Treatment Plant - Emergency Generator Replacement.

Projects funded by the **SNAPP 2020 Bond** total **\$62,000,000** are listed as follows: Perry Field Turf Replacement & Drainage, DHS Turf Replacement and Drainage, Other Park Improvements, Open Space Initiatives, Public Purpose Property Acquisition, Rogers Park Lighting, Paving and Road Improvements, Richter Drive Bridge Reconstruction, Railroad Crossings Improvements Citywide, West Street Drainage Improvement Project, Highway Equipment Replacement Program, Bridge Investigations, Inspections and Preliminary Design, Franklin Street Extension, Bridge over Mercers Pond, Middle River Road Bridge over Ponds, Highway Communication System, Shelter Rock Road Bridge over, Sympaug Brook Phase 1, Fire Apparatus Facility, Energy Efficiency Project Initiatives, School District Classroom Space Initiative includes Elevator Replacements.

The total **FY 20/21** Capital Budget of **\$88,245,725** to be funded as follows: General Fund = **\$3,578,922** Sewer and Water Funds = **\$530,000**, Borrowing - Bonds/BANS = **\$3,000,000**, Federal/State grants = **\$15,845,725**, LoCIP = **\$1,155,000**, CDBG = **\$250,000**, Reallocation of Unspent Capital Projects = **\$761,078**, **Public Works Grants in Aid** = **\$450,000**, **Sale of Assets** = **\$500,000**, **Roof Fund** = **\$175,000**, **SNAPP 2020 Bond** = **\$62,000,000**.

The City's Capital Improvement Program lists capital items to be undertaken over a six-year period, beginning with the ensuing fiscal year, and projecting expenditures for the following five years. The CIP offers a listing of capital projects of capital activity as proposed by departments to the Planning Commission. Possible future financial requirements, including bonds to be issued, grants to be secured, and general operating funds to be committed are determined upon the citywide priority of needs, goals and objectives.

### **Capital Budget Overview (Continued)**

The annual Capital Budget is based on the CIP, though it may vary from the actual amount programmed in response to unanticipated revenue gains or losses. In either case, the CIP must be updated after the adoption of the Capital Budget to (1) make necessary adjustments in future programs resulting from changes in the current amount funded, and (2) add a year of programming to replace the current fiscal year.

The distinction between capital and operating items are determined by two criteria - cost and frequency. The minimum for any one item to be included on the CIP is set at **\$25,000**. In addition, items that occur every year (e.g. salaries, office supplies), regardless of cost, are not included.

### **Capital Budget Process**

**November** – During the month of November, the Director of Planning distributes Capital Budget forms and guidelines to City departments and authorities.

**December – January** – During the month of December, the capital budget requests are returned to the Director of Planning. Departments are required to prioritize the projects in their requests through the use of a numbering system. The highest priority project is given a number one (1). In addition, projects may be given additional priority by ranking them as either “urgent” or “necessary”.

Projects identified as “urgent” signifies that from a department’s perspective, operations may be impacted if not executed. Projects identified as “necessary” indicates that the project should be addressed at some point during the term of the capital improvement plan.

The Planning Director meets with various City departments to review their requests and priorities. The Planning Director also meets with the Mayor and the Finance Director to review budget submissions. The Planning Director submits a proposed CIP to the Planning Commission for its consideration.

**February** – On or before February 15<sup>th</sup>, the Planning Commission forwards its recommended CIP to the Mayor.

**March** - The Mayor reviews the recommended CIP. During this phase, the Mayor may reduce or eliminate any department requests.

**On or before April 7<sup>th</sup>** – The Mayor transmits his recommended Capital Budget to the City Council.

### **Capital Budget Overview (Continued)**

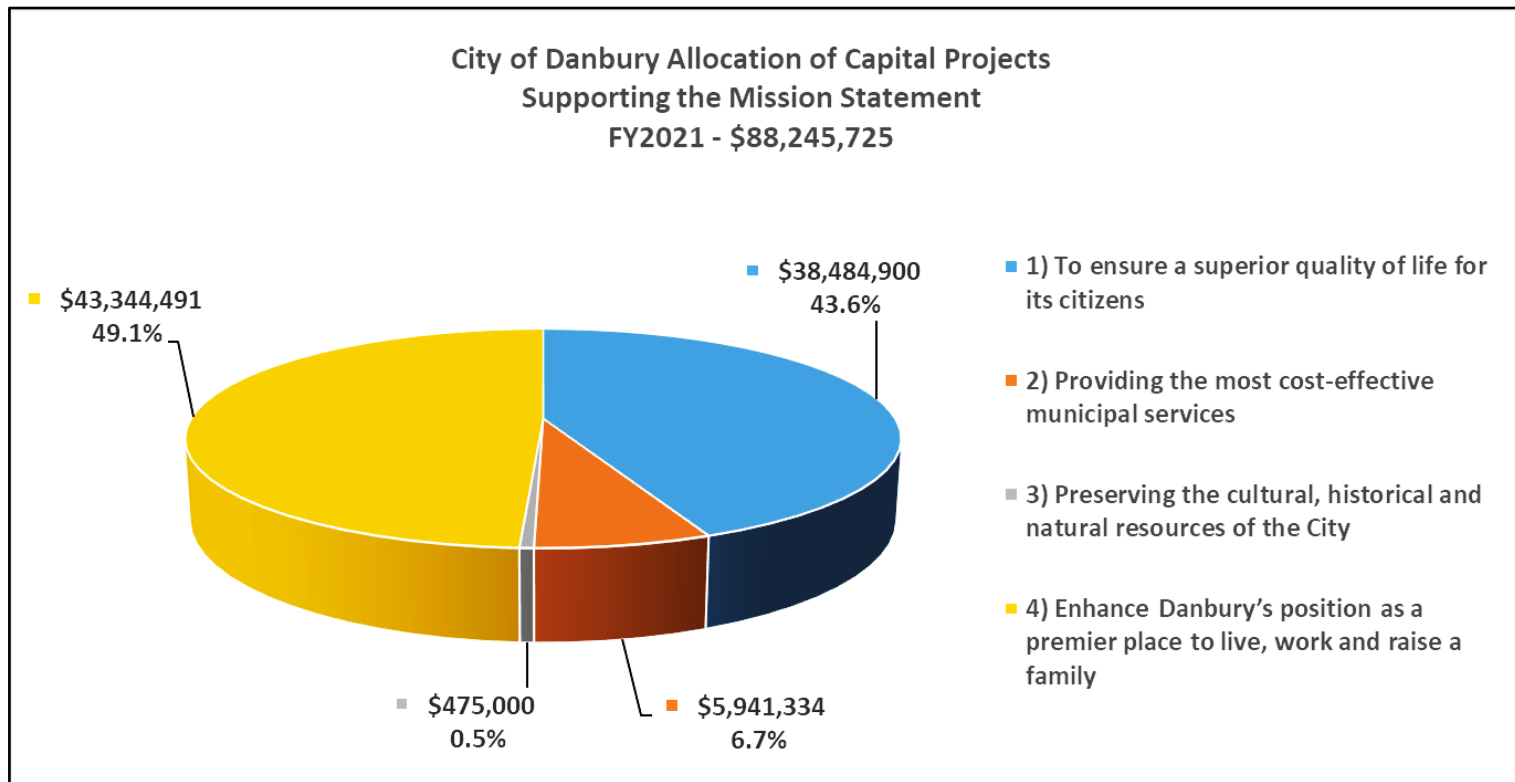
**April** – The City Council may approve, reject or reduce any item in the Capital Budget by an affirmative vote of two-thirds of all the members of the City Council. Not later than May 1<sup>st</sup>, the City Council shall hold one or more public hearings, at which any taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year.

**May** - Not later than May 15<sup>th</sup>, the City Council shall adopt the Capital Budget.

## CITY OF DANBURY ALLOCATION OF CAPITAL PROJECTS SUPPORTING THE CITYWIDE MISSION STATEMENT

To ensure a **superior quality of life** for its citizens by providing the **most cost-effective municipal services** while **preserving the cultural, historical and natural resources of the City**. We are committed to working with citizens **to enhance Danbury's position as a premier place to live, work and raise a family** in a traditional yet progressive community.

The graph below quantifies how the City plans to achieve the core tenets of the stated Mission Statement above:





## **CITY OF DANBURY CAPITAL BUDGET FINANCING**

Capital Budget financing for projects may include the use of Bond Anticipation Notes (BANS), General Obligation Bonds, Lease/Purchase agreements, general fund tax revenues, and proceeds from one-time revenues i.e. sale of property. BANS will be used during the course of construction to provide the necessary cash to complete the projects. Funding for BAN interest is included in the referendum and is not paid out of the General Fund. Upon project completion, the BANS are permanently financed as General Obligation Bonds, and the long-term debt service is included in the General Fund budget. If terms and conditions are more advantageous, the City Council may authorize the utilization of lease/purchase arrangements on such capital needs for fire apparatus, citywide technology improvements and energy efficiency projects. Lease/purchase financing can be more cost effective for projects with less than ten years of useful life. By utilizing, these financing strategies, the City is better able to plan for the future and to stabilize annual debt service costs. A combination of 5, 10 and 20-year bonds is used to ensure that debt does not exceed the useful life of the improvement.

### **Bonding**

Section 7-10 of the Danbury City Charter gives the City Council the power to authorize indebtedness through the issuance of bonds or notes by an affirmative vote of at least two-thirds of the entire membership of the Council. Bonds shall not be issued for terms longer than the estimated life of the improvement for which they are issued, and in no event, for a term longer than twenty years.

### **Bond Anticipation Notes**

The capital budget may require financing through Bond Anticipation Notes. Notes are typically used to fund small, low cost projects that can be completed within 18-24 months. The BANS are never permanently financed and are paid down each year in the General Fund. Short-term interest on the BANS is included in the General Fund. This financing strategy allows for the completion of smaller projects without contributing to long-term debt service costs.

### **Local Capital Improvement Program (LOCIP)**

The State of Connecticut's LOCIP program provides financial assistance to municipalities for eligible projects in the form of entitlement grants funded with State general obligation bonds. Eligible projects include road and sidewalk repairs, sewer and water projects, renovations to public buildings, bridges, dams, solid waste facilities and public housing, public park improvements, emergency communications systems, and the purchase of thermal imaging systems and defibrillators. The City of Danbury incorporates LOCIP funding into its Capital Budget to fund eligible projects. The use of LOCIP funds reduces the City's reliance on short and long-term debt.

### **Community Development Block Grant Funds (CDBG)**

Each year the City of Danbury receives an entitlement grant from the CDBG program financed through the Federal Department of Housing and Urban Development. A portion of these funds can be used for public improvement projects that are either located in low to moderate-income neighborhoods or serve low to moderate-income persons. City projects that meet either of these criteria are included in the Capital Budget and reduce the City's reliance on short and long-term debt.

<p style="text-align: center;"><b>CITY OF DANBURY</b> <b>CITY INDEBTEDNESS AND DEBT LIMITS</b></p>
--

Under Connecticut General Statutes, municipalities shall not incur indebtedness through the issuance of bonds that will cause aggregate indebtedness by class to exceed the following:

- **General Purposes – 2.25 times annual receipts from taxation**
- **School Purposes – 4.5 times annual receipts from taxation**
- **Sewer Purposes – 3.75 times annual receipts from taxation**
- **Urban Renewal Purposes – 3.25 times annual receipts from taxation**
- **Unfunded Pension Liabilities – 3.0 times annual receipts from taxation**

In no case, however, shall the total indebtedness exceed seven times the base.

The following schedule shows the computation of the statutory debt limit of the City of Danbury and the debt-incurring margin as of June 30, 2020.

A more detailed discussion on debt levels and the impact on current operations can be found in the “Financial Policies, Objectives & Economic Considerations” section of the **Budget Summaries** tab.

**CITY OF DANBURY**  
**STATEMENT OF DEBT LIMITATION**  
**June 30, 2020**

**Total Tax Collections (including interest and lien fees)**

For the year ended June 30, 2019 ..... \$ 215,093,007

**Reimbursement for Revenue Loss On:**

Tax Relief for Elderly .....

**BASE** ..... \$ 215,093,007

**Debt Limit** ..... **\$ 1,505,651,050**

	General		Sewer	Urban	Unfunded
	Purpose	Schools	& Water	Renewal	Pension
2 1/4 times base.....	\$ 483,959,266	\$	\$	\$	\$
4 1/2 times base.....		967,918,532			
3 3/4 times base.....			806,598,777		
3 1/4 times base.....				699,052,273	
3 times base.....					645,279,021
<b>Total Debt Limitation.....</b>	<b>\$ 483,959,266</b>	<b>\$ -</b>	<b>\$ 967,918,532</b>	<b>\$ 806,598,777</b>	<b>\$ 699,052,273</b>
					<b>\$ 645,279,021</b>

**Indebtedness**

**Outstanding Debt:**

Bonds Payable (1)	91,811,250	39,153,000	70,253,173	370,000	
Bonds Authorized But Unissued (1)	9,392,659	5,011,481	73,781,065	-	
Short-Term Notes Payable	7,650,000	5,100,000	250,000		
Capital Leases	450,409	6,836,405			
Statutory Exemptions			(24,988,750)		
<b>Total Indebtedness</b>	<b>109,304,318</b>	<b>56,100,886</b>	<b>119,295,488</b>	<b>370,000</b>	<b>-</b>

**DEBT LIMITATION IN EXCESS**

**OF INDEBTEDNESS** **\$ 374,654,948** **\$ 911,817,646** **\$ 687,303,289** **\$ 698,682,273** **\$ 645,279,021**

(1) Excluded from above is \$4,405,750 outstanding water bonds payable and \$50,000 notes payable. Water assessment and sewer assessment debts are excludable from the calculation of debt limitation as allowed by Connecticut General Statutes. Excluded from above is \$2,675,000 outstanding sewer assessment bonds.

Excluded from authorized but unissued is \$20,258,000 of other municipalities share.

**CITY OF DANBURY  
RATIOS OF GENERAL BONDED DEBT  
TO ASSESSED VALUE AND PER CAPITA  
10-YEAR HISTORY**

**As of June 30, 2020**

Fiscal Year	Net Bonded Debt	Total Taxable Assessed Value ++		Ratio of Net Bonded Debt to Est. Actual Taxable Value	Population	Debt Per Capita
2020-2021*	142,964,250	8,164,522,665	***	1.75%	84,891****	<b>1,684</b>
2019-2020	144,290,833	8,092,634,098	***	1.78%	84,694****	<b>1,704</b>
2018-2019	143,905,677	7,972,717,550	**	1.80%	84,730****	<b>1,698</b>
2017-2018	134,027,677	7,364,955,037		1.82%	84,675	<b>1,583</b>
2016-2017	131,925,878	7,247,289,995		1.82%	84,616	<b>1,559</b>
2015-2016	132,028,254	7,156,813,746		1.84%	84,927	<b>1,555</b>
2014-2015	124,821,349	7,106,826,042		1.76%	83,784	<b>1,490</b>
2013-2014	123,422,599	7,059,377,147	**	1.75%	83,684	<b>1,475</b>
2012-2013	134,366,695	8,804,718,298		1.53%	82,818	<b>1,622</b>
2011-2012	134,136,419	8,745,130,521		1.53%	82,176	<b>1,632</b>
2010-2011	127,439,350	8,749,836,609		1.46%	81,354	<b>1,566</b>
2009-2010	114,147,700	8,719,490,140		1.31%	80,893	<b>1,411</b>

\* Projections - "Net Bonded Debt" is based upon FY 2019-2020 Adopted Budget, which assumes additional debt issuance of \$12,000,000 in the General Fund in July 2019 and "Population" is based upon recent growth trend.

\*\* Significant changes in "Total Taxable Assessed Value" are due primarily to the City wide Property Revaluation dated 10/1/07, 10/1/12 & 10/1/17.

++Please note that the Assessed Valuation total is further reduced by exempt properties and exemptions to determine the "Net Taxable Assessed Valuation."

\*\*\* Population Estimate Source: <http://data.ctdata.org/visualization/census-annual-population-estimates-by-town?v=table&f=%7b%22Town%22:%20%22Danbury%22,%20%22Variable%22:%20%22Estimated%20Population%22,%20%22Measure%20Type%22:%20%22Number%22,%20%22>

**CITY OF DANBURY**  
**COMBINED SCHEDULE OF BONDED DEBT THROUGH MATURITY**  
**AS OF JUNE 30, 2020**

Fiscal Year	Schools			General			Total Debt Service
	Principal	Interest	Total	Principal	Interest	Total	Per Year
2020-2021	\$ 2,933,000	\$ 1,440,249	\$ 4,373,249	\$ 9,465,750	\$ 3,345,334	\$ 12,811,084	\$ 17,184,333
2021-2022	3,071,000	1,230,071	4,301,071	9,458,500	2,917,914	12,376,414	16,677,485
2022-2023	2,995,000	1,089,271	4,084,271	8,907,500	2,502,814	11,410,314	15,494,585
2023-2024	3,513,000	1,022,984	4,535,984	8,631,500	2,094,219	10,725,719	15,261,703
2024-2025	2,320,000	749,356	3,069,356	8,416,500	1,734,527	10,151,027	13,220,383
2025-2026	2,759,000	709,853	3,468,853	8,294,000	1,409,687	9,703,687	13,172,540
2026-2027	2,768,000	597,629	3,365,629	7,934,500	1,094,994	9,029,494	12,395,123
2027-2028	2,512,000	506,579	3,018,579	6,995,500	813,909	7,809,409	10,827,988
2028-2029	2,499,000	437,649	2,936,649	5,917,500	602,483	6,519,983	9,456,632
2029-2030	2,491,000	371,080	2,862,080	5,017,500	444,161	5,461,661	8,323,741
2030-2031	1,876,000	309,925	2,185,925	3,713,500	316,506	4,030,006	6,215,931
2031-2032	1,760,000	256,181	2,016,181	1,914,500	233,871	2,148,371	4,164,552
2032-2033	1,760,000	203,494	1,963,494	1,914,500	178,811	2,093,311	4,056,805
2033-2034	1,760,000	150,431	1,910,431	1,914,500	123,443	2,037,943	3,948,374
2034-2035	1,530,000	99,300	1,629,300	1,214,500	76,131	1,290,631	2,919,931
2035-2036	1,080,000	58,069	1,138,069	1,114,500	38,871	1,153,371	2,291,440
2036-2037	750,000	30,000	780,000	544,500	12,918	557,418	1,337,418
2037-2038	600,000	9,375	609,375	152,000	2,375	154,375	763,750
<b>GRAND TOTAL</b>	<b>\$ 38,977,000</b>	<b>\$ 9,271,496</b>	<b>\$ 48,248,496</b>	<b>\$ 91,521,250</b>	<b>\$ 17,942,968</b>	<b>\$ 109,464,218</b>	<b>\$ 157,712,714</b>

**CITY OF DANBURY**  
**OUTSTANDING SHORT TERM DEBT**  
**BOND ANTICIPATION NOTES ALL FUNDS**  
**AS OF JUNE 30, 2020**

<b>FUND</b>	<b>ISSUED</b>	<b>AMOUNT</b>	<b>ESTIMATED INTEREST</b>	<b>TOTAL DUE</b>	<b>DUE DATE</b>
Gen Public Imp 17-18	7/9/2020	\$ 1,000,000	\$ 30,000	\$ 1,030,000	1/16/2020
Gen Public Imp 18-19	7/9/2020	750,000	22,500	772,500	1/16/2020
Gen Public Imp 19-20	7/9/2020	2,500,000	75,000	2,575,000	1/16/2020
Open Space	7/9/2020	50,000	1,500	51,500	1/16/2020
Danbury Road Bond 2020	7/9/2020	2,350,000	70,500	2,420,500	1/16/2020
2016 Vision Public Imp	7/9/2020	1,000,000	30,000	1,030,000	1/16/2020
<b>TOTAL GENERAL</b>		<b>7,650,000</b>	<b>229,500</b>	<b>7,879,500</b>	
DHS Vision 2020	7/9/2020	3,300,000	99,000	3,399,000	1/16/2020
Open Space Danbury High School	7/9/2020	300,000	9,000	309,000	1/16/2020
Vision 2020 Bond-Public Imps Schools	7/9/2020	1,500,000	45,000	1,545,000	1/16/2020
<b>TOTAL SCHOOLS</b>		<b>5,100,000</b>	<b>153,000</b>	<b>5,253,000</b>	
Vision 2020 Water	7/9/2020	50,000	1,500	51,500	1/16/2020
<b>TOTAL WATER</b>		<b>50,000</b>	<b>1,500</b>	<b>51,500</b>	
Vision 2020 Sewer	7/9/2020	200,000	6,000	206,000	1/16/2020
<b>TOTAL SEWER</b>		<b>200,000</b>	<b>6,000</b>	<b>206,000</b>	
<b>GRAND TOTAL</b>		<b>\$ 13,000,000</b>	<b>\$ 390,000</b>	<b>\$ 13,390,000</b>	

<p align="center"><b>CITY OF DANBURY</b></p> <p align="center"><b>RATIO OF DEBT SERVICE EXPENDITURES</b></p> <p align="center"><b>FOR GENERAL BONDED DEBT TO TOTAL GENERAL FUND EXPENDITURES</b></p>
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Fiscal Year Ended	Total General Fund Expenditures	Long-Term Debt Service			Ratio of Total Debt Service To Total Expenditures
		Principal	Interest	Total	
**2021	262,000,000	12,398,750	4,785,583	17,184,333	6.6%
**2020	261,500,000	11,727,583	4,939,767	16,667,350	6.4%
2019	256,636,901	11,542,844	5,427,497	16,970,341	6.6%
2018	248,047,140	11,625,876	4,990,435	16,616,311	6.7%
2017	242,265,638	10,880,376	4,857,930	15,738,306	6.5%
2016	237,460,035	10,400,095	5,105,356	15,505,451	6.5%
2015	230,910,377	9,529,250	4,945,021	14,474,271	6.3%
2014	225,560,758	11,191,096	5,312,830	16,503,926	7.3%
2013	219,154,818	10,937,570	5,838,763	16,776,333	7.7%
2012	210,932,513	10,181,600	5,409,335	15,590,935	7.4%
2011	203,460,399	8,413,350	4,953,325	13,366,675	6.6%
2010	199,057,435	8,571,800	4,827,430	13,399,230	6.7%
2009	197,997,407	7,810,350	4,433,890	12,244,240	6.2%
2008	189,825,971	6,599,850	3,799,828	10,399,678	5.5%
2007	174,900,961	5,672,350	3,076,860	8,749,210	5.0%
2006	168,759,678	5,505,611	2,631,272	8,136,883	4.8%

\* Based upon FY 2019-2020 Adopted and \*\*FY 2020-2021 Adopted Budgets.

<p align="center"><b>SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE</b></p> <p align="center"><b>CAPITAL PROJECTS FUND</b></p>
---

**FISCAL YEARS 2015-2016 TO 2019-2020**

	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020 *
<b>REVENUES</b>					
Federal & State Governments	(1,000)	10,964,676	23,576,736	5,826,037	9,100,215
Other				-	
<b>TOTAL REVENUE</b>	<b>(1,000)</b>	<b>10,964,676</b>	<b>23,576,736</b>	<b>5,826,037</b>	<b>9,100,215</b>
<b>EXPENDITURES</b>					
Capital Outlay	19,079,716	27,078,475	54,616,489	21,943,298	17,043,850
<b>TOTAL EXPENDITURES</b>	<b>19,079,716</b>	<b>27,078,475</b>	<b>54,616,489</b>	<b>21,943,298</b>	<b>17,043,850</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>(19,080,716)</b>	<b>(16,113,799)</b>	<b>(31,039,753)</b>	<b>(16,117,261)</b>	<b>(7,943,635)</b>
<b>OTHER FINANCING SOURCES (Uses)</b>					
Bond/Note Proceeds	20,000,000	9,650,000	22,400,000	20,546,415	450,000
Transfer In	5,735,514	5,523,922	5,178,922	6,730,795	6,012,185
Transfer Out	(20,000)	(11,714)	(520,000)	(2,773,285)	
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>25,715,514</b>	<b>15,162,208</b>	<b>27,058,922</b>	<b>24,503,925</b>	<b>6,462,185</b>
<b>Excess (Deficiency) of Revenues over Expenditures and Other Financing</b>	<b>6,634,798</b>	<b>(951,591)</b>	<b>(3,980,831)</b>	<b>8,386,664</b>	<b>(1,481,450)</b>
<b>Beginning Fund Balance</b>	<b>(5,638,937)</b>	<b>995,860</b>	<b>44,269</b>	<b>(3,936,562)</b>	<b>4,450,102</b>
<b>Ending Fund Balance</b>	<b>995,860</b>	<b>44,269</b>	<b>(3,936,562)</b>	<b>4,450,102</b>	<b>2,968,652</b>

\*Note: Projected fiscal year ending 2019-2020



**CITY OF DANBURY  
CAPITAL LEASE SCHEDULE**

LEASES	Original Lease Amount	Interest Rate	Payments to Date 06/30/20	2020/2021 Payments	2021/2022 Payments	2022/2023 Payments	Payments After 2022/2023	Sum of Payments	Lease Expires
<b>General Fund Capital Projects</b>									
2 Fire Truck Pumpers	1,120,598	1.29%	964,737	192,947	-	-	-	1,157,685	04/2021
Aerial Truck (Fire Ladder Truck)	1,000,000	1.80%	893,274	134,320	55,967	-	-	1,083,561	11/2021
Refurb Ladder Truck	339,601	1.29%	292,413	58,483	-	-	-	350,896	04/2021
Timekeeping Hardware	91,584	0.00%	78,864	12,720	-	-	-	91,584	11/2020
<b>General Fund Capital Projects Total</b>	<b>2,551,782</b>		<b>2,229,288</b>	<b>398,470</b>	<b>55,967</b>	<b>-</b>	<b>-</b>	<b>2,683,725</b>	
<b>School Capital Projects</b>									
BOE Energy Conservation (QECB)	7,251,165	5.04%	6,609,165	698,526	679,736	660,616	1,863,761	10,511,803	06/2026
BOE Energy Conservation Project	4,248,835	3.60%	3,253,717	392,965	392,965	392,965	1,178,894	5,611,505	06/2026
BOE-Energy Conser Proj (QECB-Inter Subsidy)	(2,182,834)	-1.86%	(1,690,460)	(112,622)	(93,832)	(74,713)	(106,049)	(2,077,675)	06/2026
<b>School Capital Projects Total</b>	<b>9,317,166</b>		<b>8,172,421</b>	<b>978,869</b>	<b>978,869</b>	<b>978,869</b>	<b>2,936,606</b>	<b>14,045,632</b>	<b>06/2026</b>
<b>General Fund Total</b>	<b>11,868,948</b>		<b>10,401,710</b>	<b>1,377,339</b>	<b>1,034,835</b>	<b>978,869</b>	<b>2,936,606</b>	<b>16,729,358</b>	
<b>BOE Budget</b>									
BOE Solar Projects	696,784	2.86%	674,265	43,291	43,291	-	-	760,848	02/2022
BOE Laptops and Printers	860,000	3.46%	310,036	206,690	206,690	158,696	-	882,112	09/2023
BOE Chromebooks	735,000	1.60%	-	153,545	153,545	460,636	55,351	823,077	03/2025
<b>BOE Budget Total</b>	<b>2,291,784</b>		<b>984,301</b>	<b>403,527</b>	<b>403,527</b>	<b>619,332</b>	<b>55,351</b>	<b>2,466,038</b>	
<b>Grand Total</b>	<b>14,160,732</b>		<b>11,386,011</b>	<b>1,780,866</b>	<b>1,438,362</b>	<b>1,598,200</b>	<b>2,991,956</b>	<b>19,195,395</b>	

**CITY OF DANBURY**  
**MAYOR'S RECOMMENDED CITY PROJECTS FY 20/21**  
**CAPITAL BUDGET**

STATUS	PROJECT DESCRIPTION ( <i>Italics Existing</i> )	TOTAL COST	SOURCE FOR FUNDS							Capital Budget FY 20/21	Existing Capital Budget (Prior Years Funding; Does not Represent Avail. Balance)	Balance
			General Fund Capital	SNAPP 2020 Bond *	Notes	LOCIP **	CDBG	Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund			
	<b>AIRPORT</b>											
Urgent	Tree Maintenance all Airport Approaches per FAA	60,000	30,000							30,000		30,000
Urgent	Focused Master Plan Project Runway 8/26	175,000	4,375					170,625		175,000		-
Urgent	Pavement Analysis - Develop PCNs	36,000	900					35,100		36,000		-
	<b>CIVIL PREPAREDNESS</b>											
Existing	Replace Windows & Vestibule at War Memorial/Emerg. Shelter	80,000				25,000				25,000	55,000	-
Existing	Rescue Vessel Acquis. & Location Improvements	550,000	150,000							150,000	350,000	50,000
Urgent	Renovate Emergency Preparedness Office	50,000				50,000				50,000		-
	<b>CONSTRUCTION SERVICES</b>											
Existing	Citywide Minor Bridge Repair & Maint.	1,350,000						150,000		150,000	750,000	450,000
Existing	General City Sidewalk Repair & Replacement	5,820,000			250,000		250,000			500,000	4,670,000	650,000
Existing	Environmental Remediation	100,000	50,000							50,000	50,000	-
Urgent	Playscape Replacement in City Parks & Schools	500,000	120,000							120,000		380,000
Urgent	Other Park Improvements, Open Space Initiatives, Public Purpose Property Acquisition	3,000,000		3,000,000						3,000,000		-
Urgent	Westman Bldg & Property Renovations	222,000		222,000						222,000		-
Urgent	Perry Field Turf Replacement & Drainage	1,053,000		1,053,000						1,053,000		-
Urgent	Kaplanis Field Turf Replacement & Drainage Board	975,000		975,000						975,000		-
Urgent	DHS Turf Replacement & Drainage	1,100,000		1,100,000						1,100,000		-
Urgent	Downtown Streetscape Renaissance Project, Partial PIP & Grant	12,810,000		8,550,000						8,550,000	4,260,000	-
Urgent	Downtown Riverwalk Streetscape Project	550,000		550,000						550,000		-
	<b>CORPORATION COUNSEL</b>											
Urgent	Renovate City Hall Offices	60,000				60,000				60,000		-
	<b>DANBURY MUSEUM &amp; HISTORICAL SOCIETY</b>											
Urgent	Repaint Four Historic Buildings	40,000	20,000					20,000		40,000		-
	<b>ENGINEERING</b>											
Urgent	Bridge Replacement Program	1,250,000			1,250,000					1,250,000		-
Urgent	Citywide Bridge Inspections	300,000	100,000							100,000		200,000
Existing	Comply with MS4 Permit Requirements	4,200,000	50,000							50,000	950,000	3,200,000
Existing	Reconstruct Shed at DPW Complex	275,000	75,000							75,000	200,000	-
Existing	White St. @ Locust Ave & Wildman St.	3,353,000						2,650,000		2,650,000	703,000	-

**CITY OF DANBURY**  
**MAYOR'S RECOMMENDED CITY PROJECTS FY 20/21**  
**CAPITAL BUDGET**

STATUS	PROJECT DESCRIPTION <i>(Italics Existing )</i>	TOTAL COST	SOURCE FOR FUNDS							Capital Budget FY 20/21	Existing Capital Budget (Prior Years Funding; Does not Represent Avail. Balance)	Balance
			General Fund Capital	SNAPP 2020 Bond *	Notes	LOCIP **	CDBG	Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund			
Existing	RT 53 South St., Triangle Street Intersection & Drainage Improvement Project	11,200,000	100,000					11,100,000		11,200,000		-
Urgent	South Street Drainage Basin Improvement Project	1,150,000	150,000							150,000		1,000,000
Urgent	Rogers Park Lighting	150,000		150,000						150,000		-
Urgent	Bridge Investigations, Insp., Prelim Design	475,000		475,000						475,000		-
Urgent	Franklin St. Ext. Bridge over Mercers Pond	3,250,000		3,250,000						3,250,000		-
Urgent	Middle River Road Bridge over Ponds	1,400,000		1,400,000						1,400,000		-
Urgent	Shelter Rock Road Bridge over Sympaug Brook Ph 1	200,000		200,000						200,000		-
	<b>FIRE</b>											
Existing	Fire Tools Replacement Program Allocation	700,000	25,000							25,000	340,000	335,000
Existing	Apparatus Replacement/FM & Rescue Vehicles	1,241,803	170,000							170,000	321,803	750,000
Existing	Turnout Gear	950,000	50,000							50,000	650,000	250,000
Urgent	Fire Training School/Tower Compliance Requirements	575,000	70,000							70,000		505,000
Urgent	Self Contained Breathing Apparatus Equipment	800,000	80,000					720,000		800,000		-
Urgent	Fire Apparatus Facility	2,100,000		2,100,000						2,100,000		-
	<b>FORESTRY</b>											
Existing	Tree Trimming & Removal in Public ROW	1,000,000	50,000							50,000	455,000	495,000
	<b>HIGHWAY</b>											
Existing	Paving, Drainage and Road Improvements	66,387,400		9,490,000	1,500,000	250,000		1,000,000		12,240,000	32,140,400	22,007,000
Existing	Guiderail Replacement Program - Citywide	150,000	25,000							25,000	25,000	100,000
Existing	Pool Fleet Vehicle Replacement Program	540,000	100,000							100,000	100,000	340,000
Existing	Downtown Decorative Streetlight Replacement Program	175,000	25,000							25,000	25,000	125,000
Urgent	Highway Equipment Replacement Program	2,250,000		2,250,000						2,250,000		-
Urgent	Highway Communication System	510,000		510,000						510,000		-
Urgent	RR Crossings Improvements Citywide	225,000		225,000						225,000		-
Urgent	West Street Drainage Improvement Project	475,000		475,000						475,000		-
	<b>INFORMATION TECHNOLOGY</b>											
Existing	CRM Phase 2	2,900,000	439,915							439,915	1,475,000	985,085
Existing	City Server Storage Replacement Program	755,000	50,000							50,000	457,744	247,256
Existing	Public Safety Tough Book Replacement (Technology)	624,212	40,000							40,000	439,212	145,000
Existing	Computer Hardware Replacement Program	925,000	50,000							50,000	545,000	330,000
Existing	IT Security and Hardware Evaluation	411,200	25,000							25,000	175,000	211,200
Existing	Public Safety Software Upgrades	100,000	30,000							30,000	70,000	-
Existing	Replace CAMA System for Tax Assessor	250,000	50,000							50,000	25,000	175,000

**CITY OF DANBURY**  
**MAYOR'S RECOMMENDED CITY PROJECTS FY 20/21**  
**CAPITAL BUDGET**

STATUS	PROJECT DESCRIPTION ( <i>Italics Existing</i> )	TOTAL COST	SOURCE FOR FUNDS							Capital Budget FY 20/21	Existing Capital Budget (Prior Years Funding; Does not Represent Avail. Balance)	Balance
			General Fund Capital	SNAPP 2020 Bond *	Notes	LOCIP **	CDBG	Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund			
Existing	Computer Based Automation	275,000	25,000							25,000	25,000	225,000
Existing	Secure Cloud Hosting	150,000	30,000							30,000	50,000	70,000
Existing	Presentation Systems Upgrade City Hall	85,000	40,000							40,000	35,000	10,000
Existing	New Copier MFD for City offices	225,000	40,000							40,000	75,000	110,000
Existing	Server Farm & Network Storage Sys. for Public Safety	300,000	45,000							45,000	150,000	105,000
Urgent	New Core Network Switch for City Hall	220,000	150,000							150,000		70,000
Urgent	Microsoft Server & Computer Software Upgrades	301,000	63,000							63,000		238,000
Urgent	City Hall Data Center UPS Battery System Refurbishment	27,200	27,200							27,200		-
Urgent	Back-up Generator	75,000	75,000							75,000		-
	<b>PLANNING &amp; ZONING</b>											
Existing	Plan of Conservation & Development Amendment	300,000				150,000				150,000	150,000	-
	<b>POLICE</b>											
Existing	Vehicle Replacement Program	7,560,000	446,750							446,750	6,910,000	203,250
Existing	Communication Equipment Replacement Program	195,000	65,000							65,000	130,000	-
Urgent	Patrol Critical Incident Response Equipment	50,000	50,000							50,000		-
Existing	Body Camera Project	120,000	25,000							25,000	35,000	60,000
	<b>PUBLIC BUILDINGS</b>											
Urgent	Renovate Healing Hearts Building	150,000				150,000				150,000		-
Existing	HVAC Replacement Program	3,025,000	100,000							100,000	876,000	2,049,000
Existing	PB Roof Improvement Program ***	3,300,000	175,000							175,000	400,000	2,725,000
Urgent	Repaint exterior of Portico and Trim at Railway Museum	45,000	45,000							45,000		-
Urgent	Replace second floor flooring in Old Library	40,000				40,000				40,000		-
Urgent	Renovate Bldgs Farrington Woods	150,000				150,000				150,000		-
Urgent	Hatters Pavilion Renovations	50,000				50,000				50,000		-
Urgent	Energy Efficiency Project Initiatives	2,500,000		2,500,000						2,500,000		-
	<b>SCHOOLS</b>											
Existing	UST Replacement - various locations	2,000,000	182,900							182,900	1,817,100	-
Existing	Replace Exterior Doors - Var. Schools	250,000	100,000							100,000	100,000	50,000
Existing	School HVAC Program	7,589,000	25,000							25,000	1,025,000	6,539,000
Urgent	Install Grease, Oil & Fats Separators	220,000	50,000							50,000		170,000
Urgent	Replace Fire Alarm Systems	1,443,101				150,000				150,000		1,293,101
Urgent	School District Classroom Space Initiative incl. Elevators Replacement ****	23,300,000		23,300,000						23,300,000		-

**CITY OF DANBURY**  
**MAYOR'S RECOMMENDED CITY PROJECTS FY 20/21**  
**CAPITAL BUDGET**

STATUS	PROJECT DESCRIPTION <i>(Italics Existing )</i>	TOTAL COST	SOURCE FOR FUNDS							Capital Budget FY 20/21	Existing Capital Budget (Prior Years Funding; Does not Represent Avail. Balance)	Balance
			General Fund Capital	SNAPP 2020 Bond *	Notes	LOCIP **	CDBG	Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund			
	<b>RECYCLING &amp; SOLID WASTE</b>											
Urgent	Landfill Control Panel & Upgrade - Programmable Logic Controller	85,000	85,000							85,000		-
	<b>RICHTER PARK</b>											
Urgent	Richter Drive Bridge Reconstruction	225,000		225,000						225,000		-
	<b>TARRYWILE PARK</b>											
Urgent	Maintenance Building and Garage Renovations	80,000				80,000				80,000		-
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>194,113,916</b>	<b>3,975,040</b>	<b>62,000,000</b>	<b>3,000,000</b>	<b>1,155,000</b>	<b>250,000</b>	<b>15,845,725</b>	<b>-</b>	<b>86,225,765</b>	<b>61,010,259</b>	<b>46,877,892</b>
	<b>CITY LEASES</b>											
	<b>FIRE</b>											
Existing	Aerial Fire Ladder Truck	1,083,561	134,320							134,320	893,274	55,967
Existing	Two Pierce Pumpers	1,160,953	192,947							192,947	968,006	-
Existing	Refurbished Aerial Ladder Truck	347,627	58,482							58,482	289,145	-
	<b>INFORMATION TECHNOLOGY</b>											
Existing	Timekeeping Equipment	91,584	12,720							12,720	78,864	-
	<b>PUBLIC BUILDINGS - SCHOOLS</b>											
Existing	School Boiler Replacement Prog. (lease/purchase)	16,123,312	1,091,491							1,091,491	7,882,796	7,149,025
	<b>TOTAL GENERAL GOVERNMENT LEASES</b>	<b>18,807,037</b>	<b>1,489,960</b>							<b>1,489,960</b>	<b>10,112,085</b>	<b>7,204,992</b>
	<b>AMBULANCE FUND</b>											
Urgent	EMS Vehicle Replacement Program	2,015,000							-	-	550,000	1,465,000
	<b>TOTAL AMBULANCE FUND</b>	<b>2,015,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>550,000</b>	<b>1,465,000</b>
	<b>ANIMAL CONTROL FUND</b>											
Existing	Equipment Replacement Program	88,641							-	-	43,641	45,000
	<b>TOTAL ANIMAL CONTROL FUND</b>	<b>88,641</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>43,641</b>	<b>45,000</b>
	<b>PUBLIC UTILITIES - SEWER DEPT./FUND</b>											
Existing	Vehicle & Equipment Replacement Program	1,510,000							100,000	100,000	1,080,000	330,000
	<b>TOTAL SEWER FUND</b>	<b>1,510,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>1,080,000</b>	<b>330,000</b>

**CITY OF DANBURY**  
**MAYOR'S RECOMMENDED CITY PROJECTS FY 20/21**  
**CAPITAL BUDGET**

STATUS	PROJECT DESCRIPTION <i>(Italics Existing )</i>	TOTAL COST	SOURCE FOR FUNDS							Capital Budget FY 20/21	Existing Capital Budget (Prior Years Funding; Does not Represent Avail. Balance)	Balance
			General Fund Capital	SNAPP 2020 Bond *	Notes	LOCIP **	CDBG	Other St./Federal (Grant)	Amb., Animal, Water or Sewer Fund			
	<b>PUBLIC UTILITIES - WATER DEPT./FUND</b>											
Urgent	West Lake WTP - Emerg Gen Replacement	979,000							430,000	430,000		549,000
	<b>TOTAL WATER FUND</b>	<b>979,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>430,000</b>	<b>430,000</b>	<b>-</b>	<b>549,000</b>
	<b>SUMMARY</b>											
	Total General Government Projects	194,113,916	3,975,040	62,000,000	3,000,000	1,155,000	250,000	15,845,725	-	86,225,765	61,010,259	46,877,892
	Total General Government Leases	18,807,037	1,489,960	-	-	-	-	-	-	1,489,960	10,112,085	7,204,992
	Total Ambulance Fund	2,015,000	-	-	-	-	-	-	-	-	550,000	1,465,000
	Total Animal Control Fund	88,641	-	-	-	-	-	-	-	-	43,641	45,000
	Total Sewer Fund	1,510,000	-	-	-	-	-	-	100,000	100,000	1,080,000	330,000
	Total Water Fund	979,000	-	-	-	-	-	-	430,000	430,000	-	549,000
	<b>TOTAL FISCAL YEAR FY 20/21</b>	<b>217,513,594</b>	<b>5,465,000</b>	<b>62,000,000</b>	<b>3,000,000</b>	<b>1,155,000</b>	<b>250,000</b>	<b>15,845,725</b>	<b>530,000</b>	<b>88,245,725</b>	<b>72,795,985</b>	<b>56,471,884</b>

NOTE: Up to 10% of each project funded by bonds and notes will be used for cost of issuance. (SNAPP 2020 Bond will include 6.5% estimate for cost of issuance.)

\* New bonds authorized May 5, 2020.

\*\* LoCIP projects dependent on State funding through LoCIP program.

\*\*\* Pursuant to Road 2020 bond language, funding for School and PB Roof Replacement Program is from reimbursements received and set aside in the roof replacement program.

\*\*\*\* Eligible BOE project expenditures reimbursable through State Reimbursement Grant (approximately 60%).

**FUNDING FOR GENERAL FUND CAPITAL**

Reallocation of Unspent Capital Projects	761,078
ROOFS-2235.2500 - Unearned Revenue	175,000
PWGRNT19.3001-7000 - Capital Projects	228,668
PWGRNT20.3001-7000 - Capital Projects	221,332
ASSETS-2400.2693 - Reserves Capital Improvements	500,000
002.9600-5865.3109 - Operating Transfer Out to Capital Funds	3,578,922
Total General Fund Capital	<b>5,465,000</b>

**UNSPENT CAPITAL FUNDS**

CP1516.1090-7000.0493	CITY VOIP Phone System	13,698
CP1516.3010-7000.0623	Pembroke Power Line/Transformer	11,196
CP1516BND.3041-7000.0500	Still River - Dredge/Wall Repair	106,662
CP1617.3010-7000.0592	ACE Elevator	8,551
CP1617.3040-7000.0580	MS4 Permit Requirements	7,228
CP1617.1015-7000.0572	Playbook Implement/Govt Initiatv	500
CP1617.1015-7000.057202	Website Enhancements/Redesign	2,070
CP1617BND.3041-7000.0500	Still River - Dredge/Wall Repair	225,000
PIP2016.9999-5855	Contingency	65,000
ROADS2020.9999-5880.3410	Debt Service - Interest on Notes	321,173
	Reallocation of Unspent Capital Projects	761,078

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
<b>AIRPORT</b>																		
1	NEC	Acquire Property adjacent to the Airport	1,000,000	25,000	0	0	0	0	975,000	0	1,000,000	0	0	0	0	0	0	0
2	URG	Tree Maintenance on all Airport Approaches per FAA	60,000	60,000	0	0	0	0	0	0	0	30,000	30,000	0	0	0	0	0
3	URG	Focused Master Plan project Runway 8/26	175,000	4,375	0	0	0	0	170,625	0	0	175,000	0	0	0	0	0	0
4	NEC	Repair asphalt apron	44,000	44,000	0	0	0	0	0	0	0	0	44,000	0	0	0	0	0
5	NEC	Airport Vehicle - Low Boy	85,000	85,000	0	0	0	0	0	0	0	0	0	85,000	0	0	0	0
6	NEC	New SUV Vehicle	40,000	40,000	0	0	0	0	0	0	0	0	0	40,000	0	0	0	0
7	NEC	Lighting Replacement Program	60,000	60,000	0	0	0	0	0	0	0	0	0	0	0	60,000	0	0
8	NEC	Pavement Analysis - Develop PCN's	36,000	900	0	0	0	0	35,100	0	0	36,000	0	0	0	0	0	0
9	NEC	Taxiway "C" Rehabilitation	3,376,000	84,400	0	0	0	0	3,291,600	0	0	0	0	3,376,000	0	0	0	0
10	NEC	Rehabilitate Remaining Six Hazard Beacon Lights	821,000	20,525	0	0	0	0	800,475	0	0	0	0	821,000	0	0	0	0
11	NEC	Payloader	500,000	12,500	0	0	0	0	487,500	0	0	0	0	0	0	500,000	0	0
12	NEC	Relocate admin bldg.utilities/demo admin bldg	2,894,800	71,395	0	0	0	0	2,823,405	0	0	0	0	0	0	0	2,894,800	0
13	NEC	Relocate a portion of Taxiway "A"; Construct Taxiway "R"	4,989,000	124,725	0	0	0	0	4,864,275	0	0	0	0	0	0	0	4,989,000	0
14	NEC	Relocate stub Taxiway A3	253,901	6,348	0	0	0	0	247,553	0	0	0	0	253,901	0	0	0	0
<b>CIVIL PREPARATION</b>																		
1	URG	Replace Windows & Vestibule at War Memorial/Emerg. Shelter	80,000	0	0	0	55,000	0	0	25,000	55,000	25,000	0	0	0	0	0	0
2	URG	Rescue Vessel Acquisition and Location Improvements	550,000	550,000	0	0	0	0	0	0	350,000	200,000	0	0	0	0	0	0
3	URG	Renovate Emergency Preparedness Office	50,000	0	0	0	50,000	0	0	0	0	50,000	0	0	0	0	0	0
<b>CONSTRUCTION SERVICES</b>																		
1	URG	Citywide Minor Bridge Repairs and Maintenance Partial PIP Bond	1,350,000	350,000	0	150,000	850,000	0	0	0	750,000	150,000	150,000	150,000	150,000	0	0	0
2	URG	General City Sidewalk Repair and Replacement	5,820,000	220,000	100,000	1,100,000	195,000	4,205,000	0	0	4,670,000	500,000	250,000	250,000	150,000	0	0	0
3	URG	Downtown Streetscape Renaissance Project, Partial PIP & Grant, SNAPP	12,810,000	0	1,000,000	9,650,000	160,000	0	2,000,000	0	4,260,000	8,550,000	0	0	0	0	0	0
4	URG	Environmental Remediation	100,000	100,000	0	0	0	0	0	0	50,000	50,000	0	0	0	0	0	0
5	URG	Kaplanis Field Turf Replacement and Drainage Board SNAPP	975,000	0	0	975,000	0	0	0	0	0	975,000	0	0	0	0	0	0
6	URG	Perry Field Turf Replacement and Drainage SNAPP	1,053,000	0	0	1,053,000	0	0	0	0	0	1,053,000	0	0	0	0	0	0
7	NEC	Danbury High School Turf Replacement and Drainage SNAPP	1,100,000	0	0	1,100,000	0	0	0	0	0	1,100,000	0	0	0	0	0	0
8	URG	Playscape Replacement in City Parks and Schools.	500,000	500,000	0	0	0	0	0	0	0	120,000	125,000	125,000	130,000	0	0	0
9	URG	Investigation and Repair of Retaining Wall at Magnet School	250,000	250,000	0	0	0	0	0	0	0	0	250,000	0	0	0	0	0
<b>CORPORATION COUNSEL</b>																		
1	URG	Renovate City Hall Offices	60,000	0	0	0	60,000	0	0	0	0	60,000	0	0	0	0	0	0
<b>SOCIETY</b>																		
1	URG	Painting of Four Historic Buildings at Danbury Museum campus.	40,000	20,000	0	0	0	0	20,000	0	0	40,000	0	0	0	0	0	0
<b>ENGINEERING</b>																		
1	URG	Bridge Replacement Program	1,250,000	0	1,250,000	0	0	0	0	0	0	1,250,000	0	0	0	0	0	0

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
2	URG	Franklin St Bridge Ext over Mercers Pond	3,250,000	0	0	3,250,000	0	0	0	0	0	3,250,000	0	0	0	0	0	0
3	URG	Richter Drive Bridge Reconstruction SNAPP	225,000	0	0	225,000	0	0	0	0	0	225,000	0	0	0	0	0	0
4	URG	Middle River Road Bridge at ponds SNAPP	1,400,000	0	0	1,400,000	0	0	0	0	0	1,400,000	0	0	0	0	0	0
5	URG	SNAPP	1,650,000	1,450,000	0	200,000	0	0	0	0	0	200,000	1,450,000	0	0	0	0	0
6	URG	Citywide Bridge Inspections/Design Less than 20' span	300,000	300,000	0	0	0	0	0	0	0	100,000	0	100,000	0	100,000	0	0
7	URG	Still River Removal of Vegetation, Repair of Walls, Control joints, Flappers EXISTING	4,145,000	1,815,000	1,365,000	500,000	465,000	0	0	0	3,330,000	0	150,000	150,000	150,000	150,000	215,000	0
8	URG	Comply with new MS4 General Permit mandated regulations EXISTING	4,200,000	3,750,000	450,000	0	0	0	0	0	950,000	50,000	500,000	500,000	500,000	500,000	500,000	700,000
9	URG	Reconstruct Shed at DPW Complex	275,000	75,000	0	0	0	0	200,000	0	200,000	75,000	0	0	0	0	0	0
10	URG	RR Crossing Improvements - Citywide SNAPP	2,000,000	1,775,000	0	225,000	0	0	0	0	0	225,000	500,000	500,000	500,000	275,000	0	0
11	URG	West Street Drainage Improvements at RR Crossing SNAPP	1,500,000	1,025,000	0	475,000	0	0	0	0	0	475,000	1,025,000	0	0	0	0	0
12	URG	White Street & Triangle Street Intersection Redesign	1,200,000	1,200,000	0	0	0	0	0	0	0	0	200,000	1,000,000	0	0	0	0
13	URG	Main St/Franklin St/Rose St at RR Tracks	1,750,000	1,750,000	0	0	0	0	0	0	0	0	250,000	1,500,000	0	0	0	0
14	URG	Preliminary Design - Citywide Bridge Design and Permitting SNAPP	475,000	0	0	475,000	0	0	0	0	0	475,000	0	0	0	0	0	0
15	URG	Preliminary Citywide Transportation Design and Permitting	2,400,000	2,400,000	0	0	0	0	0	0	0	0	400,000	400,000	400,000	400,000	400,000	400,000
16	URG	White Street & Federal Road Intersection	2,250,000	2,250,000	0	0	0	0	0	0	0	0	0	250,000	2,000,000	0	0	0
17	URG	Lake Ave & Oil Mill Road & Westville Avenue Realignment	2,850,000	2,850,000	0	0	0	0	0	0	0	0	0	350,000	2,500,000	0	0	0
18	URG	Modernization of Traffic Signal Coordination - Hardware and Software	400,000	400,000	0	0	0	0	0	0	0	0	0	200,000	200,000	0	0	0
19	URG	Triangle Street Bridge EXISTING PIP Bond	517,334	0	0	258,667	0	0	258,667	0	517,334	0	0	0	0	0	0	0
20	URG	Crosby Street Connector Bridge EXISTING PIP Bond	1,570,206	0	0	785,103	0	0	785,103	0	1,570,206	0	0	0	0	0	0	0
21	URG	EXISTING Road Bond 2020	502,900	0	0	502,900	0	0	0	0	502,900	0	0	0	0	0	0	0
22	URG	Repair of Kennedy Avenue Bridge	2,935,209	0	0	2,935,209	0	0	0	0	2,935,209	0	0	0	0	0	0	0
23	URG	White St. at Locust Ave & Wildman St. Intersection Improvements EXISTING	3,353,000	0	0	703,000	0	0	2,650,000	0	703,000	2,650,000	0	0	0	0	0	0
24	URG	Route 37 Main Street & North Street Corridor Study and Intersection Improvements EXISTING	75,000	75,000	0	0	0	0	0	0	75,000	0	0	0	0	0	0	0
25	URG	Route 53, South Street, Triangle Street and Coalpit Hill Road Intersection & Drainage Improvements EXISTING	11,200,000	100,000	0	0	0	0	11,100,000	0	0	11,200,000	0	0	0	0	0	0
26	URG	South Street Drainage Basin Improvement Project	1,150,000	1,150,000	0	0	0	0	0	0	0	150,000	1,000,000	0	0	0	0	0
27	URG	Golden Hill Road, Farm Street and Terrace Street Intersection Improvements	1,350,000	1,350,000	0	0	0	0	0	0	0	0	270,000	270,000	270,000	270,000	270,000	0
28	URG	City Basketball Courts PIP Bond EXISTING	200,000	0	0	200,000	0	0	0	0	200,000	0	0	0	0	0	0	0
29	URG	Public Works Complex Driveway and Access Improvements	300,000	300,000	0	0	0	0	0	0	75,000	0	75,000	75,000	75,000	0	0	0
30	URG	Public Works Complex Facility Expansion	1,400,000	1,400,000	0	0	0	0	0	0	1,400,000	0	0	0	0	0	0	0
31	NEC	Study for Various Traffic/Civil Improvement Projects - WCCOG	100,000	100,000	0	0	0	0	0	0	0	0	25,000	25,000	25,000	25,000	0	0
32	NEC	Citywide Drainage Improvements	720,000	720,000	0	0	0	0	0	0	0	0	120,000	120,000	120,000	120,000	120,000	120,000
33	NEC	Hayestown Avenue School Parking Lot Expansion	200,000	200,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	50,000	0	0
34	NEC	King Street @ Robinhood Drive and Birch Road	300,000	300,000	0	0	0	0	0	0	0	0	0	150,000	150,000	0	0	0



**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
35	NEC	Grand Street - Road and Drainage Improvements	1,400,000	1,400,000	0	0	0	0	0	0	0	0	900,000	500,000	0	0	0	0
36	NEC	Keeler Street Improvements	480,000	480,000	0	0	0	0	0	0	0	0	0	0	240,000	240,000	0	0
37	NEC	Miry Brook Road Bridge Near Harwood Drive	1,250,000	1,250,000	0	0	0	0	0	0	0	0	0	0	0	625,000	625,000	0
38	NEC	Traffic Calming and Walk to School Safety Projects	100,000	100,000	0	0	0	0	0	0	0	0	100,000	0	0	0	0	0
39	NEC	King Street & South King Street Intersection Improvements	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0	100,000	0	0
40	NEC	Sandpit Road and Starr Road Intersection Improvements	300,000	300,000	0	0	0	0	0	0	0	0	0	150,000	150,000	0	0	0
41	NEC	Comprehensive Storm Drainage Study	500,000	500,000	0	0	0	0	0	0	0	0	0	0	0	500,000	0	0
42	NEC	Rogers Park Area Storm Drainage Improvements	3,000,000	3,000,000	0	0	0	0	0	0	0	0	0	0	0	0	3,000,000	0
43	NEC	West Street Corridor Traffic Improvements from Main Street to Exit 4	2,000,000	2,000,000	0	0	0	0	0	0	0	0	150,000	400,000	400,000	1,050,000		0
44	NEC	Rehabilitation of Field Traffic Signal Equipment (Hardware, Traffic Arms, Detections, Cameras,	300,000	300,000	0	0	0	0	0	0	0	0	60,000	60,000	60,000	60,000	60,000	0
45	NEC	Mountainville Road at Long Ridge Road Intersection Improvements	100,000	100,000	0	0	0	0	0	0	0	0	0	100,000	0	0	0	0
46	NEC	Redesign of Chambers Road and Zinn Road Intersection	150,000	150,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	0	0	0
47	NEC	Redesign of Tamarack Avenue and Virginia Avenue Extension Intersection	125,000	125,000	0	0	0	0	0	0	0	0	50,000	50,000	25,000	0	0	0
48	NEC	Brushy Hill Road and Southern Boulevard Intersection Improvements	100,000	100,000	0	0	0	0	0	0	0	0	50,000	50,000	0	0	0	0
49	NEC	Mountainville Road and Southern Boulevard Intersection Improvements	100,000	100,000	0	0	0	0	0	0	0	0	50,000	50,000	0	0	0	0
50	NEC	South Street School Parking Lot Expansion	50,000	50,000	0	0	0	0	0	0	0	0	25,000	25,000	0	0	0	0
51	NEC	Segar Street Railroad Crossing Surface Improvement	100,000	100,000	0	0	0	0	0	0	0	0	50,000	50,000	0	0	0	0
52	NEC	Eversource Pole Traffic Line Adjustment for City Communication Lines	50,000	50,000	0	0	0	0	0	0	0	0	0	0	50,000	0	0	0
53	NEC	New Street Fire House Parking Lot Expansion	100,000	100,000	0	0	0	0	0	0	0	0	0	0	100,000	0	0	0
54	NEC	Hatter's Park Parking Lot and Walkway Phase II	320,000	320,000	0	0	0	0	0	0	0	0	160,000	0	160,000	0	0	0
55	NEC	City Purchase of Eversource Street Lights	1,350,000	1,350,000	0	0	0	0	0	0	200,000	0	0	0	0	0	0	1,150,000
56	NEC	Miry Brook Road and Backus Avenue Intersection Improvements	125,000	125,000	0	0	0	0	0	0	0	0	0	0	0	125,000	0	0
57	NEC	Wooster Hts Rd Intersection Improvements at Harvard and Terre Haute Rds	75,000	75,000	0	0	0	0	0	0	0	0	0	0	75,000	0	0	0
58	NEC	Southern Boulevard at Lincoln Avenue Intersection Improvements	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0	50,000	50,000	0
59	NEC	Old East Ditch Drainage Improvements Phase II	3,000,000	3,000,000	0	0	0	0	0	0	0	0	0	0	0	750,000	750,000	1,500,000
60	NEC	Blind Brook Channel Improvements Phase II	5,000,000	5,000,000	0	0	0	0	0	0	0	0	0	0	0	500,000	500,000	4,000,000
61	NEC	Chestnut Street and Wildman Street Drainage Improvements	2,250,000	450,000	1,800,000	0	0	0	0	0	0	0	0	0	0	250,000	200,000	1,800,000
62	NEC	Private Road Improvements for City Acceptance	9,000,000	9,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	9,000,000
63	NEC	Recreational Improvements PIP Bond EXISTING	850,000	0	0	850,000	0	0	0	0	850,000	0	0	0	0	0	0	0
		<b>EQUIPMENT MAINTENANCE</b>																

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
1	URG	Truck Lift Replacement Program	350,000	350,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	50,000	50,000	100,000
2	URG	Road Sweeper Overhaul Program	450,000	450,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	50,000	50,000	200,000
3	URG	Chain Hoist Replacement Program	120,000	120,000	0	0	0	0	0	0	0	0	0	50,000	70,000	0	0	0
4	NEC	Truck Wash Project	350,000	350,000	0	0	0	0	0	0	0	0	0	0	0	0	150,000	200,000
		<b>FIRE</b>																
1	NEC	Aerial Fire Ladder Truck Lease EXISTING	1,083,561	1,083,561	0	0	0	0	0	0	893,274	134,320	55,967	0	0	0	0	0
2	NEC	Fire Tools EXISTING	700,000	700,000	0	0	0	0	0	0	340,000	25,000	50,000	50,000	50,000	50,000	50,000	85,000
3	NEC	Apparatus Replacement/FM & Rescue Vehicles EXISTING	1,241,803	1,241,803	0	0	0	0	0	0	321,803	220,000	700,000		0	0	0	0
4	NEC	2016 Pumpers Lease EXISTING	1,160,953	1,160,953	0	0	0	0	0	0	968,006	192,947	0	0	0	0	0	0
5	NEC	Ladder Truck Refurbishment Lease EXISTING	347,627	347,627	0	0	0	0	0	0	289,145	58,482	0	0	0	0	0	0
6	NEC	Turnout Gear EXISTING	950,000	950,000	0	0	0	0	0	0	650,000	50,000	50,000	50,000	50,000	50,000	50,000	0
7	NEC	Volunteer Station Repairs EXISTING	375,000	375,000	0	0	0	0	0	0	145,000	0	50,000	50,000	50,000	50,000	30,000	0
8	URG	Apparatus Facility EXISTING, SNAPP	2,150,000	50,000	0	2,100,000	0	0	0	0	50,000	2,100,000	0	0	0	0	0	0
9	URG	Fire Training School Tower Compliance Requirements	575,000	575,000	0	0	0	0	0	0	0	70,000	505,000	0	0	0	0	0
10	URG	Assistance to Firefighter Grant - Self Contained Breathing App. Equipment	800,000	80,000	0	0	0	0	720,000	0	0	800,000	0	0	0	0	0	0
10	NEC	Dispatch Radio Console Replacement EXISTING	90,000	90,000	0	0	0	0	0	0	90,000	0	0	0	0	0	0	0
11	NEC	Radio System Buildout Future Phase	3,397,500	2,500,000	0	897,500	0	0	0	0	897,500	0	0	0	0	0	0	2,500,000
12	NEC	HQ & Outstation Upgrades	230,000	0	0	0	230,000	0	0	0	0	0	150,000	80,000	0	0	0	0
13	DES	Training Tower	740,000	740,000	0	0	0	0	0	0	0	0	0	0	0	0	740,000	0
14	NEC	New Fire Headquarters	40,000,000	0	0	40,000,000	0	0	0	0	0	0	0	0	0	0	0	40,000,000
15	NEC	Ladder Truck Replacement	1,400,000	1,400,000	0	0	0	0	0	0	0	0	0	0	1,400,000	0	0	0
16	NEC	Airpack Replacement	300,000	300,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	50,000	50,000	50,000
17	NEC	Satellite Station Construction	3,000,000	0	0	3,000,000	0	0	0	0	0	0	0	0	0	0	0	3,000,000
18	NEC	Volunteer Company Consolidation & Relocation Furniture/Physical Training Equipment	4,000,000	0	0	4,000,000	0	0	0	0	0	0	0	0	0	0	0	4,000,000
19	NEC	Replacement	60,000	60,000	0	0	0	0	0	0	0	0	60,000	0	0	0	0	0
20	NEC	Training School Facilities	125,000	125,000	0	0	0	0	0	0	0	0	0	125,000	0	0	0	0
		<b>FORESTRY</b>																
1	URG	Forestry Equipment Replacement Program	1,066,775	191,775	0	875,000	0	0	0	0	370,775	0	330,000	366,000	0	0	0	0
2	NEC	Tree Trimming and Removal in Public Rights-of-Way	1,000,000	1,000,000	0	0	0	0	0	0	455,000	50,000	50,000	50,000	50,000	50,000	50,000	245,000
3	DES	Tree Replacement Program	150,000	150,000	0	0	0	0	0	0	0	0	25,000	25,000	25,000	25,000	25,000	25,000
		<b>HIGHWAY</b>																
1	URG	Highway & PW Equipment Replacement Program EXISTING, part SNAPP	17,043,000	10,113,000	2,205,000	4,725,000	0	0	0	0	5,540,000	2,250,000	1,445,000	1,745,000	2,532,000	2,595,000	936,000	
2	URG	Paving, Drainage, & Roadway Improvements Partly PIP EXISTING, part SNAPP	56,897,400	3,762,033	29,304,967	19,240,000	1,590,400	0	3,000,000	0	32,140,400	12,240,000	3,000,000	3,000,000	3,000,000	3,517,000		
3	URG	Guiderail Replacement Program EXISTING	150,000	150,000	0	0	0	0	0	0	25,000	25,000	25,000	25,000	25,000	25,000	0	0
4	URG	Pool Fleet Vehicle Replacement Program EXISTING	540,000	540,000	0	0	0	0	0	0	100,000	100,000	100,000	100,000	100,000	40,000	0	0
5	URG	Downtown Decorative Streetlight Replacement Program EXISTING	175,000	175,000	0	0	0	0	0	0	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0
6	URG	Transportation and Disposal of Street Sweepings	1,200,000	1,200,000	0	0	0	0	0	0	0	0	60,000	60,000	60,000	60,000	60,000	900,000

**CITY OF DANBURY**  
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7	URG	Asset Management Software Program	525,000	525,000	0	0	0	0	0	0	0	0	100,000	45,000	45,000	45,000	45,000	245,000
8	URG	Storm Drain Improvements at 63 Main Street.	500,000	500,000	0	0	0	0	0	0	0	0	500,000	0	0	0	0	0
9	NEC	Highway Office and Garage Renovation Project	1,600,000	1,600,000	0	0	0	0	0	0	0	0	0	0	0	0	0	1,600,000
10	NEC	Salt Dome Conveyor Project	285,000	285,000	0	0	0	0	0	0	0	0	285,000	0	0	0	0	0
11	URG	Rivers and Streams Dredging Project	700,000	700,000	0	0	0	0	0	0	0	0	75,000	75,000	75,000	75,000	75,000	325,000
12	NEC	Citywide Municipal Parking Lot Paving Project	2,000,000	2,000,000	0	0	0	0	0	0	0	0	300,000	300,000	300,000	300,000	300,000	500,000
13	URG	Salt Brine Making System	120,000	120,000	0	0	0	0	0	0	0	0	120,000	0	0	0	0	0
14	URG	Hwy Comm. System Replace 2-way Radio System SNAPP	510,000	0	0	510,000	0	0	0	0	0	510,000	0	0	0	0	0	0
15	NEC	War Memorial Sidewalk Improvements	150,000	150,000	0	0	0	0	0	0	0	0	75,000	75,000	0	0	0	0
<b>INFORMATION TECHNOLOGY</b>																		
1	NEC	Multi Function Copiers Var. Depts. Lease EXISTING	473,798	473,798	0	0	0	0	0	0	473,798	0	0	0	0	0	0	0
2	URG	CRM (Enterprise Systems Replacement) Phase 2 EXISTING	2,900,000	2,900,000	0	0	0	0	0	0	1,475,000	489,915	475,000	460,085	0	0	0	0
3	NEC	City Servers, Network Switches, Firewalls, and Storage EXISTING	755,000	755,000	0	0	0	0	0	0	457,744	50,000	70,000	50,000	50,000	50,000	27,256	0
4	URG	Public Safety Tough Book Replacement (Technology) EXISTING	624,212	624,212	0	0	0	0	0	0	439,212	40,000	40,000	40,000	40,000	25,000	0	0
5	NEC	Computer Hardware Replacement Program EXISTING	925,000	925,000	0	0	0	0	0	0	545,000	60,000	70,000	70,000	70,000	60,000	50,000	0
6	NEC	Microsoft 365 Integration EXISTING	240,000	240,000	0	0	0	0	0	0	240,000	0	0	0	0	0	0	0
7	NEC	IT Security Hardware & Evaluation EXISTING	411,200	411,200	0	0	0	0	0	0	175,000	25,000	35,200	35,200	35,200	35,200	35,200	35,200
8	NEC	City of Danbury Microsoft SQL & Active Directory Upgrade EXISTING	75,000	75,000	0	0	0	0	0	0	75,000	0	0	0	0	0	0	0
9	URG	Open Data Reporting Initiative EXISTING	75,000	75,000	0	0	0	0	0	0	75,000	0	0	0	0	0	0	0
10	URG	Timekeeping Equipment Lease EXISTING	91,584	91,584	0	0	0	0	0	0	78,864	12,720	0	0	0	0	0	0
11	URG	Public Safety Software Upgrades EXISTING	100,000	100,000	0	0	0	0	0	0	70,000	30,000	0	0	0	0	0	0
12	URG	Replace CAMA System for Tax Assessor EXISTING	250,000	250,000	0	0	0	0	0	0	25,000	50,000	75,000	100,000	0	0	0	0
13	NEC	Computer Based Automation EXISTING	275,000	275,000	0	0	0	0	0	0	25,000	25,000	75,000	75,000	75,000	0	0	0
14	NEC	Secure Cloud Hosting EXISTING	150,000	150,000	0	0	0	0	0	0	50,000	30,000	70,000	0	0	0	0	0
15	NEC	Data Reporting & Warehouse Systems Transparency	50,000	50,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0
16	URG	Employee Time Keeping & Scheduling Systems (EXISTING)	125,000	125,000	0	0	0	0	0	0	125,000	0	0	0	0	0	0	0
17	URG	Work Order Software (EXISTING)	287,000	200,000	0	0	0	0	0	87,000	287,000	0	0	0	0	0	0	0
18	NEC	Presentation Systems Upgrades at City Hall (EXISTING)	75,000	75,000	0	0	0	0	0	0	35,000	40,000	0	0	0	0	0	0
19	NEC	New Copier MFD Systems for City Offices (EXISTING)	225,000	225,000	0	0	0	0	0	0	75,000	75,000	75,000	0	0	0	0	0
20	NEC	Server Farm and Network Storage System for Public Safety (EXISTING)	300,000	300,000	0	0	0	0	0	0	150,000	45,000	30,000	0	75,000	0	0	0
21	NEC	New Core Network Switch for City Hall	220,000	220,000	0	0	0	0	0	0	0	155,000	65,000	0	0	0	0	0
22	URG	Microsoft Server & Computer Software Upgrades	301,000	301,000	0	0	0	0	0	0	0	63,000	28,000	28,000	63,000	28,000	28,000	63,000
23	URG	City Hall Data Center UPS Battery System Refurbishment	27,200	27,200	0	0	0	0	0	0	0	27,200	0	0	0	0	0	0
24	URG	Back up Generator	75,000	75,000	0	0	0	0	0	0	0	75,000	0	0	0	0	0	0
<b>PARK MAINTENANCE</b>																		
1	URG	Parks Maintenance Vehicles and Equipment Program	2,460,000	2,460,000	0	0	0	0	0	0	0	0	341,000	386,000	350,000	285,000	245,000	853,000

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
2	URG	Rogers Park Lighting Replacement part SNAPP	995,000	845,000	0	150,000	0	0	0	0	150,000	150,000	150,000	150,000	150,000	245,000		0
3	NEC	Park Furniture and Equipment Program	75,000	75,000	0	0	0	0	0	0	0	0	25,000	25,000	25,000	0	0	0
4	NEC	Replace Boat Ramp Dock	45,000	45,000	0	0	0	0	0	0	0	0	45,000	0	0	0	0	0
5	NEC	Replace Perimeter and Safety Fencing on City Properties	500,000	500,000	0	0	0	0	0	0	0	0	100,000	100,000	75,000	75,000	75,000	75,000
6	NEC	Spray Parks Equipment Replacement Program	300,000	300,000	0	0	0	0	0	0	0	0	50,000	50,000	50,000	50,000	50,000	50,000
<b>PLANNING &amp; ZONING</b>																		
1	URG	Hearthstone Castle Walled Garden EXISTING PIP Bond	1,600,000	0	0	1,600,000	0	0	0	0	1,600,000	0	0	0	0	0	0	0
2	URG	Octagon House Rehabilitation EXISTING	940,000	605,000	250,000	45,000	0	0	40,000	0	440,000	0	500,000	0	0	0	0	0
3	URG	Plan of Conservation and Development Amendment/Rev.	300,000	150,000	0	0	150,000	0	0	0	150,000	150,000	0	0	0	0	0	0
4	URG	Downtown Revitalization Initiatives EXISTING	75,000	75,000	0	0	0	0	0	0	75,000	0	0	0	0	0	0	0
5	URG	Downtown Riverwalk Streetscape Improvement Project SNAPP	550,000	0	0	550,000	0	0	0	0	0	550,000	0	0	0	0	0	0
6	URG	Open Space Acquisition & Design Initiatives SNAPP	3,000,000	0	0	3,000,000	0	0	0	0	0	3,000,000	0	0	0	0	0	0
<b>POLICE</b>																		
1	URG	Vehicle Replacement Project EXISTING	7,560,000	7,560,000	0	0	0	0	0	0	6,910,000	450,000	200,000	0	0	0	0	0
2	URG	Communication Equipment Replacement Program	195,000	195,000	0	0	0	0	0	0	130,000	65,000	0	0	0	0	0	0
3	URG	Prisoner Transportation Vehicle Project	75,000	75,000	0	0	0	0	0	0	0	0	75,000	0	0	0	0	0
4	URG	Patrol Critical Incident Response Equipment	50,000	50,000	0	0	0	0	0	0	0	50,000	0	0	0	0	0	0
5	NEC	Taser Replacement Project EXISTING	341,022	341,022	0	0	0	0	0	0	195,000	0	25,000	25,000	25,000	25,000	25,000	21,022
6	URG	Body Camera Project	106,750	106,750	0	0	0	0	0	0	35,000	71,750	0	0	0	0	0	0
7	NEC	Replacement Building Furniture/Equipment Project	50,000	50,000	0	0	0	0	0	0	0	0	50,000	0	0	0	0	0
<b>PUBLIC BUILDINGS</b>																		
<b>General</b>																		
1	URG	Renovate Healing Hearts Building	150,000	0	0	0	150,000	0	0	0	0	150,000	0	0	0	0	0	0
2	URG	Workplace Safety Program in Public Bldgs EXISTING	200,000	200,000	0	0	0	0	0	0	200,000	0	0	0	0	0	0	0
3	URG	Structural repairs to the Patriot Garage EXISTING	336,922	336,922	0	0	0	0	0	0	336,922	0	0	0	0	0	0	0
4	URG	HVAC Replacement Program EXISTING	3,025,000	2,700,000	325,000	0	0	0	0	0	876,000	100,000	100,000	1,949,000	0	0	0	0
5	NEC	Consultant for 504 ADA survey for City Buildings EXISTING	30,000	0	30,000	0	0	0	0	0	30,000	0	0	0	0	0	0	0
6	NEC	HVAC replacement at the Charles Ives House	65,000	65,000	0	0	0	0	0	0	65,000	0	0	0	0	0	0	0
7	URG	PB Roof Replacement Program ***	3,300,000	3,300,000	0	0	0	0	0	0	400,000	175,000	225,000	600,000	0	1,900,000	0	0
8	URG	Replace four (4) department vehicles	185,000	185,000	0	0	0	0	0	0	185,000	0	0	0	0	0	0	0
9	URG	PB Renovation/Improvement Program	200,000	200,000	0	0	0	0	0	0	0	0	100,000	100,000	0	0	0	0
10	URG	Police Station RTU Replacement	1,200,000	1,200,000	0	0	0	0	0	0	0	0	1,200,000	0	0	0	0	0
11	URG	Railway Museum Cooling Tower Replacement	50,000	50,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0
12	NEC	Paint all DPW complex buildings	60,000	60,000	0	0	0	0	0	0	60,000	0	0	0	0	0	0	0
13	NEC	Replace windows at Highway Garage	200,000	0	0	0	200,000	0	0	0	0	0	200,000	0	0	0	0	0
14	NEC	Renovate Staff Hygiene Facilities	100,000	0	0	0	100,000	0	0	0	0	0	100,000	0	0	0	0	0
15	URG	Extend Garage for Highway and Public Buildings #5	2,000,000	2,000,000	0	0	0	0	0	0	0	0	0	0	0	0	0	2,000,000
16	URG	Install New Masonry Veneer Building #4	500,000	0	500,000	0	0	0	0	0	40,000	0	460,000	0	0	0	0	0
17	NEC	Repaint exterior of Portico and Trim at Railway Museum	45,000	45,000	0	0	0	0	0	0	0	45,000	0	0	0	0	0	0

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
18	URG	Energy Efficiency Program Planning and Implementation SNAPP	2,500,000	0	0	2,500,000	0	0	0	0	0	2,500,000	0	0	0	0	0	0
		<b>City Hall</b>																
1	URG	Replace Chiller and Rooftop Units at City Hall	170,000	170,000	0	0	0	0	0	0	170,000	0	0	0	0	0	0	0
2	URG	Maintain Interior Finishes	125,000	125,000	0	0	0	0	0	0	0	0	30,000	30,000	30,000	35,000	0	0
3	URG	Extend Passcode Security System	150,000	150,000	0	0	0	0	0	0	0	0	75,000	0	75,000	0	0	0
4	NEC	Replace Windows & Ext. Canopy to South Entrance & Stair Tower	110,000	110,000	0	0	0	0	0	0	0	0	0	110,000	0	0	0	0
5	NEC	Partitions in the Building Department	60,000	60,000	0	0	0	0	0	0	0	0	60,000	0	0	0	0	0
6	URG	Exterior Rehabilitation	165,000	165,000	0	0	0	0	0	0	0	0	80,000	85,000	0	0	0	0
		<b>Library</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	URG	Refurbish Cooling tower	40,000	40,000	0	0	0	0	0	0	40,000	0	0	0	0	0	0	0
2	NEC	Paint various areas at the Danbury Public Library	50,000	0	0	0	50,000	0	0	0	0	0	50,000	0	0	0	0	0
3	NEC	Refurbish Plaza Walls and Renovate Fountain Wall	275,000	0	275,000	0	0	0	0	0	0	0	0	275,000	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		<b>Old Jail</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	URG	Repair Stone Wall, Fencing and Sidewalks	150,000	150,000	0	0	0	0	0	0	0	0	0	150,000	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		<b>Old Library</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	NEC	Replace Second Floor Flooring	40,000	0	0	0	40,000	0	0	0	0	40,000	0	0	0	0	0	0
2	NEC	Masonry Rehab and Deterioration Prevention	500,000	500,000	0	0	0	0	0	0	0	0	125,000	375,000	0	0	0	0
3	NEC	Restoration of Historical Mural	90,000	90,000	0	0	0	0	0	0	0	0	0	0	90,000	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		<b>Parks</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	URG	Renovate Guest House & Replace Heating Systems at Farrington Woods	150,000	0	0	0	150,000	0	0	0	0	150,000	0	0	0	0	0	0
2	NEC	Hatters Pavillion Renovations	50,000	0	0	0	50,000	0	0	0	0	50,000	0	0	0	0	0	0
3	URG	Westman Property Renovations SNAPP	222,000	0	0	222,000	0	0	0	0	0	222,000	0	0	0	0	0	0
4	NEC	Improvements/Enhancements to Loins Way Buildings	247,170	247,170	0	0	0	0	0	0	0	0	0	0	247,170	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		<b>Senior Center</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	URG	Replace Centers chairs and flooring	100,000	0	0	0	100,000	0	0	0	100,000	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		<b>Schools</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	URG	Elevator Upgrades at Various Schools	1,786,000	1,386,000	0	400,000	0	0	0	0	186,000	0	150,000	150,000	150,000	150,000	150,000	850,000
2	URG	School Roof Replacement Program EXISTING ***	9,900,000	700,000	3,700,000	5,500,000	0	0	0	0	9,900,000	0	0	0	0	0	0	0
3	URG	Boiler Replacement Program Lease EXISTING	16,729,358	16,729,358	0	0	0	0	0	0	10,401,710	1,091,491	1,072,701	1,060,000	1,044,000	1,028,000	1,031,456	0
4	URG	Replace outdated U.S.T.'s EXISTING	2,000,000	1,425,000	125,000	0	0	0	0	450,000	1,817,100	182,900	0	0	0	0	0	0
5	URG	Replace Exterior Doors at Various Schools	250,000	0	250,000	0	0	0	0	0	100,000	150,000	0	0	0	0	0	0
6	URG	School Classroom Space Initiatives and Implementation SNAPP ****	23,300,000	0	0	23,300,000	0	0	0	0	0	23,300,000	0	0	0	0	0	0
7	NEC	BOE Technology Program EXISTING	1,250,000	1,250,000	0	0	0	0	0	0	1,250,000	0	0	0	0	0	0	0
8	NEC	DHS School Improvements EXISTING	53,500,000	0	0	53,500,000	0	0	0	0	53,500,000	0	0	0	0	0	0	0
9	URG	School HVAC Program EXISTING	7,589,000	0	7,589,000	0	0	0	0	0	925,000	25,000	275,000	400,000	1,500,000	2,200,000	2,264,000	0
10	URG	Replace Existing Domestic Hydrotanks	250,000	250,000	0	0	0	0	0	0	250,000	0	0	0	0	0	0	0
11	NEC	Install Grease, Oil & Fats Separators	220,000	220,000	0	0	0	0	0	0	0	50,000	70,000	100,000	0	0	0	0
12	NEC	Replace Existing Electric Service	3,887,066	0	0	3,887,066	0	0	0	0	0	0	0	0	0	3,887,066	0	0
13	URG	Install Fire Sprinklers throughout Various Schools	4,771,535	0	4,771,535	0	0	0	0	0	0	0	0	0	4,771,535	0	0	0
14	NEC	Install Ramp or Lift for ADA Accessibility	561,544	561,544	0	0	0	0	0	0	0	0	0	0	0	561,544	0	0

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
15	URG	Steam Trap Replacement at Various Schools	750,000	750,000	0	0	0	0	0	0	0	0	200,000	200,000	200,000	150,000	0	0
16	NEC	Replace gym floor at South Street Elementary	150,000	150,000	0	0	0	0	0	0	0	0	0	0	150,000	0	0	0
17	URG	Replace Emergency Power Generator Systems	531,041	0	531,041	0	0	0	0	0	0	0	100,000	200,000	231,041	0	0	0
18	NEC	Duct Cleaning at Various Schools	1,168,163	1,168,163	0	0	0	0	0	0	0	0	0	200,000	300,000	200,000	468,163	0
19	NEC	Brick Repointing and Waterproofing at Various Schools	1,872,021	1,872,021	0	0	0	0	0	0	0	0	0	0	1,872,021	0	0	0
20	URG	Replace Fire Alarms - Various Schools	1,443,101	1,293,101	0	0	150,000	0	0	0	0	150,000	0	300,000	0	300,000	693,101	0
21	NEC	Repair/Replace Building Soffits	1,563,904	1,563,904	0	0	0	0	0	0	0	0	0	0	0	1,563,904	0	0
22	DES	Remove Covers and Clean Radiation	80,693	80,693	0	0	0	0	0	0	0	0	80,693	0	0	0	0	0
23	URG	Abate ACM Flooring and Countertops	5,051,958	0	5,051,958	0	0	0	0	0	0	0	0	0	5,051,958	0	0	0
24	NEC	Replace Exterior Windows at Various Schools	16,173,773	0	16,173,773	0	0	0	0	0	0	0	0	0	0	0	16,173,773	0
25	NEC	Bathroom Remodels, Fixture Replacement	5,000,000	0	5,000,000	0	0	0	0	0	0	0	500,000	0	500,000	4,000,000	0	0
26	NEC	Study the Utility Tunnels Danbury High School	75,000	75,000	0	0	0	0	0	0	0	0	0	0	0	0	75,000	0
27	NEC	Replace Unit Ventilators at Various Schools	1,623,458	1,623,458	0	0	0	0	0	0	0	0	250,000	0	500,000	300,000	573,458	0
28	NEC	Replace Exhaust Fans at Various Schools	1,049,874	1,049,874	0	0	0	0	0	0	0	0	200,000	300,000	200,000	150,000	199,874	0
29	NEC	Replace Existing Emergency Lighting at Various Schools	571,205	571,205	0	0	0	0	0	0	0	0	250,000	0	321,205	0	0	0
30	NEC	Replace Compressor Controls	45,072	45,072	0	0	0	0	0	0	0	0	45,072	0	0	0	0	0
31	NEC	Replace Existing Steam and Condensate Piping	7,000,000	7,000,000	0	0	0	0	0	0	0	0	0	0	0	7,000,000	0	0
32	NEC	Replace Steam Piping at Hayestown School	1,960,685	1,960,685	0	0	0	0	0	0	0	0	0	0	0	0	1,960,685	0
33	NEC	Replace ACH chillers	1,374,610	1,374,610	0	0	0	0	0	0	0	0	0	0	1,374,610	0	0	0
34	NEC	Replace Hot Water Converters	45,073	45,073	0	0	0	0	0	0	0	0	0	45,073	0	0	0	0
35	NEC	Replace hot water converter at Rogers Park	56,342	56,342	0	0	0	0	0	0	0	0	56,342	0	0	0	0	0
36	URG	Replace hot water maker at King Street School	51,814	51,814	0	0	0	0	0	0	0	0	51,814	0	0	0	0	0
		<b>RECREATION</b>																
1	URG	Lightning Detection System	90,000	90,000	0	0	0	0	0	0	0	0	0	90,000	0	0	0	0
2	DES	Steve Kaplanis Memorial Field Lighting	250,000	250,000	0	0	0	0	0	0	0	0	0	0	0	0	0	250,000
		<b>RECYCLING &amp; SOLID WASTE</b>																
1	URG	Landfill Road Maintenance EXISTING	29,000	29,000	0	0	0	0	0	0	29,000	0	0	0	0	0	0	0
2	URG	Landfill Gas Flare & Collection System Upgrade	250,000	250,000	0	0	0	0	0	0	0	0	100,000	150,000	0	0	0	0
3	URG	Landfill Control Panel & Upgrade Programmable Logic Controller	85,000	85,000	0	0	0	0	0	0	0	85,000	0	0	0	0	0	0
		<b>RICHTER PARK</b>																
1	URG	Richter House Renovation Grant EXISTING	1,000,000	0	0	0	0	0	0	1,000,000	1,000,000	0	0	0	0	0	0	0
2	URG	Sediment Removal Holes 1 & 8	40,000	0	0	0	0	0	0	40,000	0	0	0	0	0	0	0	40,000
3	URG	Dump Truck Replacement	50,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0	50,000
4	NEC	Turf Maintenance Facility	730,000	0	0	0	0	0	0	730,000	0	0	0	0	0	0	0	730,000
5	NEC	Bunker Renovation	95,000	0	0	0	0	0	0	95,000	0	0	0	0	0	0	0	95,000
6	URG	Irrigation System Upgrade	1,100,000	0	0	0	0	0	0	1,100,000	0	0	0	0	0	0	0	1,100,000
7	NEC	Rock Retaining Walls Holes 8 & 12	50,000	0	0	0	0	0	0	50,000	0	0	0	0	0	0	0	50,000
8	NEC	Modification of Hole #10, Range and Parking	400,000	0	0	0	0	0	0	400,000	0	0	0	0	0	0	0	400,000
		<b>TARRYWILE PARK</b>																
1	URG	Exterior Painting & Repairs Mansion, Carriage House & Gatehouse Building Complex	140,000	0	0	0	140,000	0	0	0	140,000	0	0	0	0	0	0	0
2	URG	Carriage House, Greenhouse and Farmhouse Roof Replacement, Carriage House Renovations	95,000	0	0	0	95,000	0	0	0	95,000	0	0	0	0	0	0	0
3	URG	Parking and Driveway Improvements	450,000	450,000	0	0	0	0	0	0	0	0	100,000	350,000	0	0	0	0

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
4	URG	Maintenance Building and Garage Renovations	80,000	0	0	0	80,000	0	0	0	0	80,000	0	0	0	0	0	0
5	URG	Pavilion Construction	250,000	250,000	0	0	0	0	0	0	0	0	0	0	250,000	0	0	0
6	NEC	Red Barn Environmental Center Renovation	65,000	0	0	0	65,000	0	0	0	0	0	65,000	0	0	0	0	0
7	NEC	Master Plan Update	25,000	25,000	0	0	0	0	0	0	0	0	25,000	0	0	0	0	0
8	NEC	Farmhouse/Greenhouse/Carriage House Oil to Gas Conversion	100,000	0	0	0	100,000	0	0	0	0	0	0	100,000	0	0	0	0
9	NEC	Generator Replacement	60,000	60,000	0	0	0	0	0	0	0	0	0	0	60,000	0	0	0
10	NEC	Tractor Replacement	50,000	50,000	0	0	0	0	0	0	0	0	0	0	0	50,000	0	0
11	NEC	Milking Parlor Rehabilitation	175,000	175,000	0	0	0	0	0	0	0	0	0	0	0	0	175,000	0
12	DES	Camp Building Roof Replacement & Renovations	85,000	0	0	0	85,000	0	0	0	0	0	0	0	0	0	85,000	0
		<b>TOTAL GENERAL GOVERNMENT</b>	<b>501,916,117</b>	<b>174,792,695</b>	<b>82,047,274</b>	<b>150,014,445</b>	<b>52,360,400</b>	<b>4,205,000</b>	<b>34,469,303</b>	<b>4,027,000</b>	<b>164,702,902</b>	<b>88,015,725</b>	<b>25,860,789</b>	<b>27,585,259</b>	<b>34,816,719</b>	<b>39,982,735</b>	<b>41,644,766</b>	<b>79,307,222</b>
		<b>AMBULANCE FUND</b>																
1	NEC	EMS Vehicle Replacement Program	2,015,000	150,000	150,000	0	0	0	0	1,715,000	550,000	255,000	300,000	265,000	180,000	185,000	280,000	0
		<b>TOTAL AMBULANCE FUND</b>	<b>2,015,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,715,000</b>	<b>550,000</b>	<b>255,000</b>	<b>300,000</b>	<b>265,000</b>	<b>180,000</b>	<b>185,000</b>	<b>280,000</b>	<b>0</b>
		<b>ANIMAL CONTROL FUND</b>																
1	URG	Animal Control Facility incl PIP Bond EXISTING	2,115,425	0	1,050,000	950,000	0	0	0	115,425	2,115,425	0	0	0	0	0	0	0
2	NEC	Animal Control Equipment Replacement Project	88,641	88,641	0	0	0	0	0	0	58,641	15,000	15,000	0	0	0	0	0
		<b>TOTAL ANIMAL CONTROL FUND</b>	<b>2,204,066</b>	<b>88,641</b>	<b>1,050,000</b>	<b>950,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115,425</b>	<b>2,174,066</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>SEWER FUND</b>																
1	URG	Sewer Lines & Pump Station Upgrades EXISTING	4,499,008	0	0	4,499,008	0	0	0	0	4,499,008	0	0	0	0	0	0	0
2	URG	Digester Cleaning-Sewage Treatment Complex - Phase 1 EXISTING	500,000	0	0	500,000	0	0	0	0	500,000	0	0	0	0	0	0	0
3	URG	Digester Gas Reuse EXISTING	94,850	0	0	94,850	0	0	0	0	94,850	0	0	0	0	0	0	0
4	URG	Phosphorus Study EXISTING	522,153	0	0	494,815	0	0	27,338	0	522,153	0	0	0	0	0	0	0
5	URG	WWTP Digester # 2 Mixer Replacement & Cover Rehab EXISTING	1,306,000	0	0	1,306,000	0	0	0	0	1,306,000	0	0	0	0	0	0	0
6	URG	Collection System Improvements EXISTING	1,500,000	0	0	1,500,000	0	0	0	0	1,500,000	0	0	0	0	0	0	0
7	URG	Engineering for BNR and Plant Upgrades Program EXISTING	10,000,000	0	0	10,000,000	0	0	0	0	10,000,000	0	0	0	0	0	0	0
8	URG	Back Hoe EXISTING	91,000	0	0	91,000	0	0	0	0	91,000	0	0	0	0	0	0	0
9	URG	Jet Truck EXISTING	230,000	0	0	230,000	0	0	0	0	230,000	0	0	0	0	0	0	0
10	URG	Pump Station Upgrades EXISTING	270,000	0	0	270,000	0	0	0	0	270,000	0	0	0	0	0	0	0
11	URG	Pump Station Emergency Generators EXISTING	200,000	0	0	200,000	0	0	0	0	200,000	0	0	0	0	0	0	0
12	URG	Trailer Mounted Bypass EXISTING	91,100	0	0	91,100	0	0	0	0	91,100	0	0	0	0	0	0	0
13	URG	UGMA/GIS EXISTING	117,900	0	0	117,900	0	0	0	0	117,900	0	0	0	0	0	0	0
14	URG	Sewer Facilities Emergency Generators-5 PS Portable & Hookups EXISTING	695,036	0	0	695,036	0	0	0	0	695,036	0	0	0	0	0	0	0
15	URG	Beaver Brook Pump Station Upgrades - Controls+Elec. EXISTING	155,000	0	0	155,000					155,000	0	0	0	0	0	0	0

**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
**CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
16	URG	Beaver Brook Pump Station Bypass EXISTING	54,000	0	0	54,000	0	0	0	0	54,000	0	0	0	0	0	0	0
17	URG	Electrical Switch Gear Replacement EXISTING	45,265	0	0	45,265	0	0	0	0	45,265	0	0	0	0	0	0	0
18	URG	8th. Ave. Sewer Repairs EXISTING	34,000	0	0	34,000	0	0	0	0	34,000	0	0	0	0	0	0	0
19	URG	Sewer Equipment & Vehicles EXISTING	1,510,000	0	0	650,000	0	0	0	860,000	1,080,000	100,000	330,000	0	0	0	0	0
20	URG	Sewer Relocation Padanaram Rd EXISTING	200,000	0	0	200,000	0	0	0	0	200,000	0	0	0	0	0	0	0
21	URG	Generators- Sewer Facilities EXISTING	297,000	0	0	297,000	0	0	0	0	297,000	0	0	0	0	0	0	0
22	URG	Sewer Collection Upgrades EXISTING	275,000	0	0	275,000	0	0	0	0	275,000	0	0	0	0	0	0	0
23	URG	Upgrades to WWT Facilities EXISTING	4,444,000	0	0	4,444,000	0	0	0	0	4,444,000	0	0	0	0	0	0	0
24	URG	Emergency Gen. #2 @ WWTP EXISTING	1,583,500	0	0	0	0	0	1,187,625	395,875	1,583,500	0	0	0	0	0	0	0
25	URG	WWTP Emergency Gen #2 EXISTING	99,000							99,000	99,000	0	0	0	0	0	0	0
26	URG	Sewer Collection Upgrades - Moss Ave EXISTING	500,000							500,000	500,000	0	0	0	0	0	0	0
27	URG	WPCP BNR Upgrades and Plant Upgrades Prog. Construction EXISTING	102,600,000	0	0	102,600,000	0	0	0	0	102,600,000	0	0	0	0	0	0	0
28	URG	Collection System Upgrades-Chestnut St. EXISTING	634,000	0	0	0	0	0	0	634,000	634,000	0	0	0	0	0	0	0
30	URG	WWTP - Replace Two USTs	400,000	0	0	0	0	0	0	400,000	400,000	0	0	0	0	0	0	0
31	URG	Beaver Brook Pump Station Improvement Program	4,699,000	0	0	0	0	0	0	4,699,000	4,699,000	0	0	0	0	0	0	0
32	URG	WWTP - Repair Trickling Filter # 4	260,000							260,000	0	0	260,000	0	0	0	0	0
33	URG	Sewer Collection System Upgrade incl Orchard Street Main Replacement	1,100,000	0	0	0	0	0	0	1,100,000	1,100,000	0	0	0	0	0	0	0
34	URG	Sewer Collection System upgrades incl. Triangle Street Sewer Main Rehab	500,000	0	0	0	0	0	0	500,000	500,000	0	0	0	0	0	0	0
35	URG	Replace Valley View Sewer	515,000	0	0	0	0	0	0	515,000	0	0	515,000	0	0	0	0	0
36	URG	Waste Water Treatment Plant Digester Complex 1 Cleaning and Repairs	2,060,000	0	0	0	0	0	0	2,060,000	0	0	830,000	1,230,000	0	0	0	0
37	URG	Sewer Vehicle and Equipment Storage Building	438,000	0	0	0	0	0	0	438,000	0	0	170,800	267,200	0	0	0	0
38	NEC	WWTP - Upgrade Dewatering Odor Control System	206,000	0	0	0	0	0	0	206,000	0	0	206,000	0	0	0	0	0
39	NEC	Hillside Sewer Extension & Pump Station Removal	317,000							317,000	0	0	317,000	0	0	0	0	0
40	NEC	Pump Stations - Pumps and Valves Upgrade	252,000	0	0	0	0	0	0	252,000	0	0	0	75,600	126,000	50,400	0	0
41	NEC	Pump Stations - Replace Pump Controls (3 per year)	135,000	0	0	0	0	0	0	135,000	0	0	33,750	33,750	33,750	33,750	0	0
42	NEC	Fire Alarm System Upgrades	133,000	0	0	0	0	0	0	133,000	0	0	133,000	0	0	0	0	0
43	NEC	Security Surveillance System-WPCP and Pump Station Facilities	98,000	0	0	0	0	0	0	98,000	0	0	98,000	0	0	0	0	0
44	NEC	Triangle Street Pump Station Replacement	400,000	0	0	0	0	0	0	400,000	0	0	0	0	400,000	0	0	0
45	NEC	Comprehensive Inflow and Infiltration (I&I) Study	456,000	0	0	0	0	0	0	456,000	0	0	136,800	228,000	91,200	0	0	0
46	NEC	Comprehensive Sewer Study - Update	400,000	0	0	0	0	0	0	400,000	0	0	150,000	250,000	0	0	0	0
47	DES	WWTP - Plant Lighting Upgrades	232,000	0	0	0	0	0	0	232,000	0	0	0	232,000	0	0	0	0
48	DES	Reconstruct Septic Hauling Road into WPCP from Plumtrees Road	141,000	0	0	0	0	0	0	141,000	0	0	0	0	0	141,000	0	0
49	DES	Cover for Aggregate Pile	96,000	0	0	0	0	0	0	96,000	0	0	0	96,000	0	0	0	0
50	DES	Sewer Interceptor Capacity Upgrades	5,305,000	0	0	0	0	0	0	5,305,000	0	0	0	1,591,500	2,652,500	1,061,000	0	0
51	DES	Plumtrees Road Relocation	2,200,000	0	0	0	0	0	0	2,200,000	0	0	0	910,000	1,290,000	0	0	0
52	DES	West Side Sewer Line Program - Phase II	16,615,000	0	0	0	0	0	0	16,615,000	0	0	0	2,492,250	3,323,000	3,323,000	3,323,000	4,153,750
53	DES	Sewer Pump Station Asset Management Plan	187,000	0	0	0	0	0	0	187,000	0	0	0	0	187,000	0	0	0
54	DES	Westville Avenue Sewer Line Replacement	773,000	0	0	0	0	0	0	773,000	0	0	0	0	0	309,200	463,800	0
55	DES	Sewer Collection System Critical Analysis	266,000	0	0	0	0	0	0	266,000	0	0	0	0	0	106,400	159,600	0



**CITY OF DANBURY**  
**CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26**  
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Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
56	DES	Mill Plain Sewer Extension and Pump Station Elimination	2,653,000	0	0	0	0	0	0	2,653,000	0	0	0	0	0	1,061,200	1,591,800	0
		<b>TOTAL SEWER FUND</b>	<b>173,384,812</b>	<b>0</b>	<b>0</b>	<b>128,843,974</b>	<b>0</b>	<b>0</b>	<b>1,214,963</b>	<b>43,325,875</b>	<b>138,816,812</b>	<b>100,000</b>	<b>3,180,350</b>	<b>7,406,300</b>	<b>8,103,450</b>	<b>6,085,950</b>	<b>5,538,200</b>	<b>4,153,750</b>
		<b>WATER FUND</b>																
1	URG	Water Revenue Meter Upgrade Continuation EXISTING	1,904,714	0	0	1,904,714	0	0	0	0	1,904,714	0	0	0	0	0	0	0
2	URG	Water Main Replacement EXISTING	1,034,038	0	0	1,034,038	0	0	0	0	1,034,038	0	0	0	0	0	0	0
3	URG	Replace Westconn Water Storage Tank EXISTING	2,120,851	0	0	925,000	0	0	0	1,195,851	2,120,851	0	0	0	0	0	0	0
4	URG	Storage Tank Inspections & Rehab. EXISTING	419,540	0	0	419,540	0	0	0	0	419,540	0	0	0	0	0	0	0
5	URG	Water Vehicle & Equipment Replacement EXISTING	805,788	0	0	585,788	0	0	0	220,000	660,788	0	105,000	40,000	0	0	0	0
6	URG	Oil Mill Rd/Still River Concrete Encasement 16" Water Main EXISTING	260,160	0	0	260,160	0	0	0	0	260,160	0	0	0	0	0	0	0
7	URG	Pump Station Upgrades EXISTING	200,000	0	0	0	0	0	0	200,000	200,000	0	0	0	0	0	0	0
8	URG	SCADA System Upgrades EXISTING	54,500	0	0	0	0	0	0	54,500	54,500	0	0	0	0	0	0	0
9	URG	Emergency Generators - Water Facilities & Pump Stations EXISTING	150,000	0	0	0	0	0	0	150,000	150,000	0	0	0	0	0	0	0
10	URG	PCCP Pipe Emergency Repairs EXISTING	75,000	0	0	0	0	0	0	75,000	75,000	0	0	0	0	0	0	0
11	URG	Harvest Hill Generators EXISTING	23,000	0	0	0	0	0	0	23,000	23,000	0	0	0	0	0	0	0
12	URG	Hydro Pneumatic Tank EXISTING	114,000	0	0	0	0	0	0	114,000	114,000	0	0	0	0	0	0	0
13	URG	Kenosia Wells Treatment Sys. & Phase 2 Investigation EXISTING	270,000	0	0	0	0	0	0	270,000	270,000	0	0	0	0	0	0	0
14	URG	Margerie Plant Boiler EXISTING	172,000	0	0	0	0	0	0	172,000	172,000	0	0	0	0	0	0	0
15	URG	Emerg. Generator Harvest Hill PS EXISTING	123,000	0	0	0	0	0	92,250	30,750	123,000	0	0	0	0	0	0	0
16	URG	WA Pump Stations Improvements Incl. Margerie EXISTING	90,000	0	0	0	0	0	0	90,000	90,000	0	0	0	0	0	0	0
17	URG	Insertion Valves EXISTING	50,000	0	0	0	0	0	0	50,000	50,000	0	0	0	0	0	0	0
18	URG	WTP Chemical System Improvements EXISTING	50,000	0	0	0	0	0	0	50,000	50,000	0	0	0	0	0	0	0
19	URG	HVAC Rehab - PU Buildings EXISTING	100,000	0	0	0	0	0	0	100,000	100,000	0	0	0	0	0	0	0
20	URG	HydroPneumatic Storage Tank Rehab EXISTING	120,000	0	0	0	0	0	0	120,000	120,000	0	0	0	0	0	0	0
21	URG	WTP Filter Media Replacement EXISTING	240,000	0	0	0	0	0	0	240,000	240,000	0	0	0	0	0	0	0
22	URG	Test Pits for C/DOT EXISTING	34,943	0	0	0	0	0	34,943	0	34,943	0	0	0	0	0	0	0
23	URG	Distrib. Sys. Incl Insertion Valves EXISTING	300,000	0	0	0	0	0	0	300,000	300,000	0	0	0	0	0	0	0
24	URG	West Con PS Improv. Controls & Piping EXISTING	90,000	0	0	0	0	0	0	90,000	90,000	0	0	0	0	0	0	0
25	URG	Margerie Pump Station Generator Replacement EXISTING	170,000	0	0	0	0	0	0	170,000	170,000	0	0	0	0	0	0	0
26	URG	Vehicle Lift Repl. Bldg 6 EXISTING	40,000	0	0	0	0	0	0	40,000	40,000	0	0	0	0	0	0	0
27	URG	PU Bldgs. HVAC Upgrades EXISTING	50,000	0	0	0	0	0	0	50,000	50,000	0	0	0	0	0	0	0
28	URG	West Lake WTP - Emerg Gen Replacement	979,000	0	0	0	0	0	0	979,000	0	700,000	279,000	0	0	0	0	0
29	URG	Margerie Underground Storage Tank (UST) Removal and Replacement	262,000	0	0	0	0	0	0	262,000	0	0	262,000	0	0	0	0	0
30	URG	Building Roof Replacement Program	1,999,000	0	0	0	0	0	0	1,999,000	0	0	250,000	250,000	250,000	250,000	250,000	749,000
31	URG	West Lake WTP Filter Media Replacement	100,000	0	0	0	0	0	0	100,000	0	0	100,000	0	0	0	0	0
32	URG	WTP Bulk Chemical Storage & Equip Upgrades	220,000	0	0	0	0	0	0	220,000	0	0	220,000	0	0	0	0	0
33	URG	Upgrade Margerie WTP PLC's	330,000	0	0	0	0	0	0	330,000	0	0	330,000	0	0	0	0	0
34	URG	Manganese Treatment System at the West Lake Treatment Plant	550,000	0	0	0	0	0	0	550,000	0	0	150,000	400,000	0	0	0	0

**CITY OF DANBURY**  
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Approved by Planning Commission 2/05/2020

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35	NEC	Water System Valve Replacement Program	100,000	0	0	0	0	0	0	100,000	0	0	40,000	60,000	0	0	0	0
36	NEC	Kenosia Well Field ground water treatment sys. Phase 2 Construction	1,844,000	0	0	0	0	0	0	1,844,000	0	0	1,844,000	0	0	0	0	0
37	NEC	Water Main extension to connect Harvest Hill and Margerie service areas	1,274,000	0	0	0	0	0	0	1,274,000	0	0	764,400	509,600	0	0	0	0
38	NEC	Kenosia Booster Pump Station Upgrade - Kenosia Wells	258,000	0	0	0	0	0	0	258,000	0	0	258,000	0	0	0	0	0
39	NEC	Pump Station Building Repairs/Upgrades	50,000	0	0	0	0	0	0	50,000	0	0	50,000	0	0	0	0	0
40	NEC	Water Storage Tank Painting Program	3,826,000	0	0	0	0	0	0	3,826,000	0	0	557,000	928,500	928,500	928,500	483,500	0
41	NEC	Margerie WTP - Replace 30 inch steel distribution line.	2,060,000	0	0	0	0	0	0	2,060,000	0	0	2,060,000	0	0	0	0	0
42	NEC	Facilities Study - West Lake Water Treatment Plant	242,000	0	0	0	0	0	0	242,000	0	0	242,000	0	0	0	0	0
43	NEC	Complete Pleasant Acres Water Main Replacement Project	1,296,000	0	0	0	0	0	0	1,296,000	0	0	0	0	518,400	777,600	0	0
44	NEC	Water main replacement - Merrimac St. & Belmont St.	2,060,000	0	0	0	0	0	0	2,060,000	0	0	2,060,000	0	0	0	0	0
45	NEC	Water main replacement - Frandon Dr.	206,000	0	0	0	0	0	0	206,000	0	0	206,000	0	0	0	0	0
46	NEC	Water main replacement - Mountain Rd. & Willow St.	515,000	0	0	0	0	0	0	515,000	0	0	515,000	0	0	0	0	0
47	NEC	Complete water meter replacements.	2,060,000	0	0	0	0	0	0	2,060,000	0	0	824,000	1,236,000	0	0	0	0
48	NEC	1) Raw Water Supply Piping Improvement - Secondary Reservoirs 2) West Lake - New Raw	4,427,000	0	0	0	0	0	0	4,427,000	0	0	1,328,100	2,213,500	885,400	0	0	0
49	NEC	Abandonment of old well houses and structures Security Surveillance System for Water Plants and Facilities	350,000	0	0	0	0	0	0	350,000	0	0	350,000	0	0	0	0	0
50	NEC	Spent Backwash Recycling Facilities at West Lake & Margerie Water Treatment Plants	66,000	0	0	0	0	0	0	66,000	0	0	66,000	0	0	0	0	0
51	NEC	Comprehensive Water Distribution Study - Update	400,000	0	0	0	0	0	0	400,000	0	0	160,000	240,000	0	0	0	0
52	NEC	Westconn Pump Station - Upgrade Fire Pumps and Controls	400,000	0	0	0	0	0	0	400,000	0	0	400,000	0	0	0	0	0
53	NEC	Water Treatment Residual Management - West Lake Treatment Plant	384,000	0	0	0	0	0	0	384,000	0	0	384,000	0	0	0	0	0
54	NEC	Geographic Information Systems	695,000	0	0	0	0	0	0	695,000	0	0	695,000	0	0	0	0	0
55	NEC	Supervisory Control and Data Acquisition (SCADA) System - WTPs	666,000	0	0	0	0	0	0	666,000	0	0	99,900	233,100	266,400	66,600	0	0
56	NEC	Water Supply Safe Yield Improvement Projects	6,465,000	0	0	0	0	0	0	6,465,000	0	0	969,750	2,262,750	2,586,000	646,500	0	0
57	NEC	Margerie High Service Tank and Interconnection	6,561,000	0	0	0	0	0	0	6,561,000	0	0	984,150	1,640,250	1,640,250	1,640,250	656,100	0
58	NEC	West Lake - High Lift Pump Station Upgrade	432,000	0	0	0	0	0	0	432,000	0	0	432,000	0	0	0	0	0
59	NEC	West Lake - New Drives & Controls for Flocculators	110,000	0	0	0	0	0	0	110,000	0	0	0	110,000	0	0	0	0
60	NEC	West Lake - New Sludge Collection System	522,000	0	0	0	0	0	0	522,000	0	0	208,800	313,200	0	0	0	0
61	NEC	Water Main Replacement / Upgrades	2,665,000	0	0	0	0	0	0	2,665,000	0	0	799,500	1,332,500	533,000	0	0	0
62	NEC	Replace Fluoride Process Equipment - West Lake Plant	100,000	0	0	0	0	0	0	100,000	0	0	0	0	100,000	0	0	0
63	NEC	Replace Alum Process Equipment - West Lake Water Treatment Plant	100,000	0	0	0	0	0	0	100,000	0	0	0	0	100,000	0	0	0
64	NEC	West Lake & Margerie WTPs - Facilities Upgrades	25,000,000	0	0	0	0	0	0	25,000,000	0	0	0	0	0	0	0	25,000,000
65	NEC	Replace Caustic Process Equipment - West Lake Water Treatment Plant	100,000	0	0	0	0	0	0	100,000	0	0	0	0	100,000	0	0	0
66	DES	Replace Ortho Process Equipment - West Lake Water Treatment Plant	166,000	0	0	0	0	0	0	166,000	0	0	0	0	166,000	0	0	0
67	DES	Major Repairs to Lower Kohanza and Padanaram Pump Houses	150,000	0	0	0	0	0	0	150,000	0	0	0	0	150,000	0	0	0

**CITY OF DANBURY  
CAPITAL IMPROVEMENT PROGRAM FY 20/21 - 25/26  
CAPITAL IMPROVEMENT SCHEDULE**

Approved by Planning Commission 2/05/2020

Proj #	Priority	Project Description/Scope	Total Project Cost	General Fund Capital	Notes	Existing/ New Bonds *	LOCIP **	CDBG	State/Fed. Grants	Other (State, Fed Loan; Ent. Fund)	Existing Cap Budget	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25	FY25/26	DEFERRED
69	DES	West Lake WTP - repair / replace sample house.	52,000	0	0	0	0	0	0	52,000	0	0	0	0	0	0	52,000	0
70	DES	Radio Communications Upgrade for Remote Facilities	100,000	0	0	0	0	0	0	100,000	0	0	0	0	0	100,000	0	0
71	DES	Middle River Road Retaining Wall Repair / Replacement	2,587,000	0	0	0	0	0	0	2,587,000	0	0	0	0	776,100	1,293,500	517,400	0
72	DES	Purchase of 147-149 Westville Avenue Ext	220,000	0	0	0	0	0	0	220,000	0	0	0	0	0	0	220,000	0
		<b>TOTAL WATER FUND</b>	<b>83,010,534</b>	<b>0</b>	<b>0</b>	<b>5,129,240</b>	<b>0</b>	<b>0</b>	<b>127,193</b>	<b>77,754,101</b>	<b>8,916,534</b>	<b>700,000</b>	<b>18,993,600</b>	<b>11,769,400</b>	<b>9,000,050</b>	<b>5,702,950</b>	<b>2,179,000</b>	<b>25,749,000</b>
		<b>Total General Government Projects and Leases</b>	<b>501,916,117</b>	<b>174,792,695</b>	<b>82,047,274</b>	<b>150,014,445</b>	<b>52,360,400</b>	<b>4,205,000</b>	<b>34,469,303</b>	<b>4,027,000</b>	<b>164,702,902</b>	<b>88,015,725</b>	<b>25,860,789</b>	<b>27,585,259</b>	<b>34,816,719</b>	<b>39,982,735</b>	<b>41,644,766</b>	<b>79,307,222</b>
		<b>Total Ambulance Fund</b>	<b>2,015,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,715,000</b>	<b>550,000</b>	<b>255,000</b>	<b>300,000</b>	<b>265,000</b>	<b>180,000</b>	<b>185,000</b>	<b>280,000</b>	<b>0</b>
		<b>Total Animal Control Fund</b>	<b>2,204,066</b>	<b>88,641</b>	<b>1,050,000</b>	<b>950,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115,425</b>	<b>2,174,066</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>Total Sewer Fund</b>	<b>173,384,812</b>	<b>0</b>	<b>0</b>	<b>128,843,974</b>	<b>0</b>	<b>0</b>	<b>1,214,963</b>	<b>43,325,875</b>	<b>138,816,812</b>	<b>100,000</b>	<b>3,180,350</b>	<b>7,406,300</b>	<b>8,103,450</b>	<b>6,085,950</b>	<b>5,538,200</b>	<b>4,153,750</b>
		<b>Total Water Fund</b>	<b>83,010,534</b>	<b>0</b>	<b>0</b>	<b>5,129,240</b>	<b>0</b>	<b>0</b>	<b>127,193</b>	<b>77,754,101</b>	<b>8,916,534</b>	<b>700,000</b>	<b>18,993,600</b>	<b>11,769,400</b>	<b>9,000,050</b>	<b>5,702,950</b>	<b>2,179,000</b>	<b>25,749,000</b>
		<b>TOTAL</b>	<b>762,530,529</b>	<b>175,031,336</b>	<b>83,247,274</b>	<b>284,937,659</b>	<b>52,360,400</b>	<b>4,205,000</b>	<b>35,811,459</b>	<b>126,937,401</b>	<b>315,160,314</b>	<b>89,085,725</b>	<b>48,349,739</b>	<b>47,025,959</b>	<b>52,100,219</b>	<b>51,956,635</b>	<b>49,641,966</b>	<b>109,209,972</b>

Note: Up to 10% of each project funded by bonds and notes will be used for cost of issuance. (SNAPP 2020 Bond will include 6.5% estimate for cost of issuance.)

\* New bonds must be authorized. Should SNAPP 2020 not be authorized, projects funded or partially funded under SNAPP 2020 Bond may be deferred until alternate funding

\*\* LoCIP funds dependent on State funding.

\*\*\* Pursuant to Road Bond 2020 language, funding for School and PB Roof Replacement Program is from reimbursements received and set aside in the Roof Replacement Program.

\*\*\*\* Eligible BOE project expenditures reimbursable through State Reimbursement Grant (approximately 60%).

<p align="center"><b>CITY OF DANBURY</b>  <b>UNFUNDED CAPITAL PROJECTS BY DEPARTMENT FY 20/21 WITH SNAPP 2020 BOND</b>  <b>FY 2020-2021</b></p>
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Approved by Planning Commission 2/05/2020

**AIRPORT**

Repair Asphalt Apron  
 Airport Vehicle - Low Boy  
 New SUV Vehicle  
 Lighting Replacement Program  
 Taxiway "C" Rehabilitation  
 Rehabilitate Remaining Six Hazard Beacon Lights  
 Payloader  
 Relocate Admin Bldg & Utilities  
 Relocate a portion of Taxiway "A"; Construct Taxiway "R"  
 Relocate stub Taxiway A3

**CONSTRUCTION SERVICES**

Investigation and Repair of Retaining Wall at Magnet School

**ENGINEERING**

White Street & Triangle Street Intersection Redesign  
 Main St/Franklin St/Rose St at RR Tracks  
 Preliminary Citywide Transportation Design and Permitting  
 White Street & Federal Road Intersection  
 Lake Ave & Oil Mill Road & Westville Avenue Realignment  
 Modernization of Traffic Signal Coordination - Hardware and Software  
 Golden Hill Road, Farm Street and Terrace Street Intersection Improvements  
 Study for Various Traffic/Civil Improvement Projects - WCCOG  
 Citywide Drainage Improvements  
 Hayestown Avenue School Parking Lot Expansion  
 King Street @ Robinhood Drive and Birch Road  
 Grand Street - Road and Drainage Improvements  
 Keeler Street Improvements  
 Miry Brook Road Bridge Near Harwood Drive  
 Traffic Calming and Walk to School Safety Projects  
 King Street & South King Street Intersection Improvements  
 Sandpit Road and Starr Road Intersection Improvements  
 Comprehensive Storm Drainage Study  
 Rogers Park Area Storm Drainage Improvements  
 West Street Corridor Traffic Improvements from Main Street to Exit 4  
 Rehabilitation of Field Traffic Signal Equipment (Hardware, Traffic Arms, Detections, Cameras, etc.)  
 Mountainville Road at Long Ridge Road Intersection Improvements  
 Redesign of Chambers Road and Zinn Road Intersection  
 Redesign of Tamarack Avenue and Virginia Avenue Extension Intersection  
 Brushy Hill Road and Southern Boulevard Intersection Improvements  
 Mountainville Road and Southern Boulevard Intersection Improvements

**ENGINEERING (cont'd)**

South Street School Parking Lot Expansion  
 Segar Street Railroad Crossing Surface Improvement  
 Eversource Pole Traffic Line Adjustment for City Communication Lines  
 New Street Fire House Parking Lot Expansion  
 Hatter's Park Parking Lot and Walkway Phase II  
 City Purchase of Eversource Street Lights  
 Miry Brook Road and Backus Avenue Intersection Improvements  
 Wooster Hts Rd Intersection Improvements at Harvard and Terre Haute Rds  
 Southern Boulevard at Lincoln Avenue Intersection Improvements  
 Old East Ditch Drainage Improvements Phase II  
 Blind Brook Channel Improvements Phase II  
 Chestnut Street and Wildman Street Drainage Improvements  
 Private Road Improvements for City Acceptance

**EQUIPMENT MAINTENANCE**

Truck Lift Replacement Program  
 Road Sweeper Overhaul Program  
 Chain Hoist Replacement Program  
 Truck Wash Project

**FIRE**

Volunteer Station Repairs  
 Radio System Buildout Future Phase  
 HQ & Outstation Upgrades  
 Training Tower  
 New Fire Headquarters  
 Ladder Truck Replacement  
 Airpack Replacement  
 Satellite Station Construction  
 Volunteer Company Consolidation & Relocation  
 Furniture/Physical Training Equipment Replacement  
 Training School Facilities

**FORESTRY**

Forestry Equipment Replacement Program  
 Tree Replacement Program

**CITY OF DANBURY**  
**UNFUNDED CAPITAL PROJECTS BY DEPARTMENT FY 20/21 WITH SNAPP 2020 BOND**  
**FY 2020-2021**

Approved by Planning Commission 2/05/2020

**HIGHWAYS**

Transportation and Disposal of Street Sweepings  
 Asset Management Software Program  
 Storm Drain Improvements at 63 Main Street.  
 Highway Office and Garage Renovation Project  
 Salt Dome Conveyor Project  
 Rivers and Streams Dredging Project  
 Citywide Municipal Parking Lot Paving Project  
 Salt Brine Making System  
 War Memorial Sidewalk Improvements

**PLANNING & ZONING**

Octagon House Rehabilitation

**PARK MAINTENANCE**

Park Furniture and Equipment Program  
 Replace Boat Ramp Dock  
 Replace Perimeter and Safety Fencing on City Properties  
 Spray Parks Equipment Replacement Program

**POLICE DEPARTMENT**

Prisoner Transportation Vehicle Project  
 Taser Replacement Project  
 Replacement Building Furniture/Equipment Project

**PUBLIC BUILDINGS**

**General**

PB Renovation/Improvement Program  
 Replace windows at Highway Garage  
 Renovate Staff Hygiene Facilities  
 Extend Garage for Highway and Public Buildings #5  
 Install New Masonry Veneer Building #4

**PUBLIC BUILDINGS (CONT'D)**

**Schools (Cont'd)**

Replace Steam Piping at Hayestown School  
 Replace ACH chillers  
 Replace Hot Water Converters  
 Replace hot water converter at Rogers Park School  
 Replace hot water maker at King Street School

**PUBLIC BUILDINGS (Cont'd)**

**City Hall**

Maintain Interior Finishes  
 Extend Passcode Security System  
 Replace Windows & Ext. Canopy to South Entrance & Stair Tower  
 Partitions in the Building Department  
 Exterior Rehabilitation

**Library**

Paint various areas at the Danbury Public Library  
 Refurbish Plaza Walls and Renovate Fountain Wall

**Old Jail**

Repair Stone Wall, Fencing and Sidewalks

**Old Library**

Masonry Rehab and Deterioration Prevention  
 Restoration of Historical Mural

**Parks**

Improvements/Enhancements to Loins Way Buildings

**PUBLIC BUILDINGS (Cont'd)**

**Schools**

Replace Existing Electric Service  
 Install Fire Sprinklers throughout Various Schools  
 Install Ramp or Lift for ADA Accessibility  
 Replace gym floor at South Street Elementary  
 Replace Emergency Power Generator Systems  
 Duct Cleaning at Various Schools  
 Brick Repointing and Waterproofing at Various Schools  
 Repair/Replace Building Soffits  
 Remove Covers and Clean Radiation  
 Abate ACM Flooring and Countertops  
 Replace Exterior Windows at Various Schools  
 Bathroom Remodels, Fixture Replacement  
 Study the Utility Tunnels Danbury High School  
 Replace Unit Ventilators at Various Schools  
 Replace Exhaust Fans at Various Schools  
 Replace Existing Emergency Lighting at Various Schools  
 Replace Compressor Controls  
 Replace Existing Steam and Condensate Piping

**CITY OF DANBURY**  
**UNFUNDED CAPITAL PROJECTS BY DEPARTMENT FY 20/21 WITH SNAPP 2020 BOND**  
**FY 2020-2021**

Approved by Planning Commission 2/05/2020

**RECREATION**

Lightning Detection System  
Steve Kaplanis Memorial Field Lighting

**RECYCLING AND SOLID WASTE**

Landfill Gas Flare & Collection System Upgrade

**RICHTER PARK**

Sediment Removal Holes 1 & 8  
Dump Truck Replacement  
Turf Maintenance Facility  
Bunker Renovation  
Irrigation System Upgrade  
Rock Retaining Walls Holes 8 & 12  
Modification of Hole #10, Range and Parking

**TARRYWILE PARK**

Parking and Driveway Improvements  
Pavilion Construction  
Red Barn Environmental Center Renovation  
Master Plan Update  
Farmhouse/Greenhouse/Carriage House Oil to Gas Conversion  
Generator Replacement  
Tractor Replacement  
Milking Parlor Rehabilitation  
Camp Building Roof Replacement & Renovations

**WATER FUND (Cont'd)**

Water main replacement - Merrimac St. & Belmont St.  
Water main replacement - Frandon Dr.  
Water main replacement - Mountain Rd. & Willow St.  
Complete water meter replacements.  
1) Raw Water Supply Piping Improvement-2ndary Reservoirs 2) West Lake-New Raw Water Line  
Abandonment of old well houses and structures  
Security Surveillance System for Water Plants and Facilities  
Spent Backwash Recycling Facilities at West Lake & Margerie Water Treatment Plants  
Comprehensive Water Distribution Study - Update  
Westconn Pump Station - Upgrade Fire Pumps and Controls  
Water Treatment Residual Management - West Lake Treatment Plant  
Geographic Information Systems  
Supervisory Control and Data Acquisition (SCADA) System - WTPs  
Water Supply Safe Yield Improvement Projects  
Margerie High Service Tank and Interconnection

**SEWER FUND**

WWTP - Repair Trickling Filter # 4  
Replace Valley View Sewer  
Waste Water Treatment Plant Digester Complex 1 Cleaning and Repairs  
Sewer Vehicle and Equipment Storage Building  
WWTP - Upgrade Dewatering Odor Control System  
Hillside Sewer Extension & Pump Station Removal  
Pump Stations - Pumps and Valves Upgrade  
Pump Stations - Replace Pump Controls (3 per year)  
Fire Alarm System Upgrades  
Security Surveillance System-WPCP and Pump Station Facilities  
Triangle Street Pump Station Replacement  
Comprehensive Inflow and Infiltration (I&I) Study  
Comprehensive Sewer Study - Update  
WWTP - Plant Lighting Upgrades  
Reconstruct Septic Hauling Road into WPCP from Plumtrees Road  
Cover for Aggregate Pile  
Sewer Interceptor Capacity Upgrades  
Plumtrees Road Relocation  
West Side Sewer Line Program - Phase II  
Sewer Pump Station Asset Management Plan  
Westville Avenue Sewer Line Replacement  
Sewer Collection System Critical Analysis  
Mill Plain Sewer Extension and Pump Station Elimination

**WATER FUND**

Water Vehicle & Equipment Replacement  
Margerie Underground Storage Tank (UST) Removal and Replacement  
Building Roof Replacement Program  
West Lake WTP Filter Media Replacement  
WTP Bulk Chemical Storage & Equip Upgrades  
Upgrade Margerie WTP PLC's  
Manganese Treatment System at the West Lake Treatment Plant  
Water System Valve Replacement Program  
Kenosia Well Field ground water treatment sys. Phase 2 Construction  
Water Main extension to connect Harvest Hill and Margerie service areas  
Kenosia Booster Pump Station Upgrade - Kenosia Wells  
Pump Station Building Repairs/Upgrades  
Water Storage Tank Painting Program  
Margerie WTP - Replace 30 inch steel distribution line.  
Facilities Study - West Lake Water Treatment Plant  
Complete Pleasant Acres Water Main Replacement Project

**CITY OF DANBURY**  
**UNFUNDED CAPITAL PROJECTS BY DEPARTMENT FY 20/21 WITH SNAPP 2020 BOND**  
**FY 2020-2021**

*Approved by Planning Commission 2/05/2020*

**WATER FUND (Cont'd)**

West Lake - High Lift Pump Station Upgrade  
West Lake - New Drives & Controls for Flocculators  
West Lake - New Sludge Collection System  
Water Main Replacement / Upgrades  
Replace Fluoride Process Equipment - West Lake Plant  
Replace Alum Process Equipment - West Lake Water Treatment Plant  
West Lake & Margerie WTPs - Facilities Upgrades  
Replace Caustic Process Equipment - West Lake Water Treatment Plant  
Replace Ortho Process Equipment - West Lake Water Treatment Plant  
Major Repairs to Lower Kohanza and Padanaram Pump Houses  
West Lake WTP - Repair/replace Sample House.  
Radio Communications Upgrade for Remote Facilities  
Middle River Road Retaining Wall Repair / Replacement  
Purchase of 147-149 Westville Avenue Extension

# INTERNAL SERVICE FUNDS

Risk  
Management/  
Employee  
Benefits

Workers'  
Compensation

Pension/  
Other Post  
Employment  
Benefits  
(OPEB)



<b>CITY OF DANBURY RISK MANAGEMENT</b> Asst. Finance Director: Daniel Garrick <b>ADOPTED BUDGET: 2020-2021</b> Dept. #: 8008	
<b>Statement of Mission:</b>	Risk Management's mission is to protect the City's assets by promoting the safety and health of City employees, minimizing damage and injury claims, promoting public safety, and to efficiently and effectively administer affordable employee benefits.
<b>Department Goals:</b>	Risk Management's goal is to administer and provide the most affordable comprehensive insurance coverage for claims associated with general liability, workers compensation, health, life, dental, and disability.
<b>Fiscal Year:</b>  <b>2019-2020 Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Risk Management has worked with the new provider for Retiree Health Insurance to increase Medicare D reimbursements by approximately \$100,000.</li> <li>• The City's Liability/Auto/Property insurance policy renewed without an increase in premium rates for 2020/2021 and has a commitment to cap increases for the following two years.</li> <li>• Risk Management continues identifying and managing potential risks to City employees in order to minimize events of injuries such as raising awareness of slip and fall prevention as well as taking precautions during inclement weather.</li> </ul>
<b>Major Objectives 2020-2021:</b>	<ul style="list-style-type: none"> <li>• Audit enrollment of health and dental plans to minimize payments of improper claims.</li> <li>• The City's Liability/Auto/Property carrier will partner with the City to update the risk management plan to create a safe municipal environment and reduce losses.</li> <li>• Expand internal and online safety training courses.</li> </ul>

## RISK MANAGEMENT

Asst. Director of Finance: Dan Garrick

ADOPTED BUDGET: 2020-2021

Dept. #: 8008

### PERFORMANCE MEASUREMENTS

#### Department Description:

Risk Management shall be responsible for the identification, analysis, and evaluation of risks or hazards which can adversely affect the ability of the City to perform its services, and shall determine methods to minimize such risks or hazards.

Performance Measurements:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	Projected Goal	FY 20-21 Goal
# of General Liability Claims Filed	140	102	123	135	152	110	110
# of Worker's Compensation Claims Filed	234	293	294	237	249	220	215
# Insured - Medical Coverage: Active Employees	393	399	390	391	392	403	410
# Insured - Medical Coverage: Retirees	475	483	483	499	495	496	501

#### Sustainable Danbury:

The Risk Management Department will continue to partner with the City insurance carriers to identify and reduce risks to employees and those using public facilities.

#### Government Authority:

Local and Legal Authority for Operations Management: (Statutes, Charter or Ordinances)

- Chapter VI, Section 6-6, Paragraph E - "Risk Manager", in the City of Danbury Charter

#### Data Reference(s):

- City Charter

- Cigna Enrollment Records

**CITY OF DANBURY**  
**INTERNAL SERVICE FUND - RISK MANAGEMENT & EMPLOYEE BENEFITS**  
**ADOPTED BUDGET: 2020-2021**

Dept. #: 1000

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>CHARGES FOR SERVICES</u></b>							
4400.4000	Refund - Prior Year Exp	52	0	0	0	0	0
4400.4995	Other Agencies	85,297	87,400	27,969	18,913	18,913	18,913
4400.4996	Payroll Contributions	1,100,541	1,150,000	1,139,018	1,150,000	1,150,000	1,150,000
4400.4997	COBRA & RETIREES	50,718	50,000	50,744	43,000	43,000	43,000
<b>Sub-Total CHARGES FOR SERVICES</b>		<b>1,236,608</b>	<b>1,287,400</b>	<b>1,217,731</b>	<b>1,211,913</b>	<b>1,211,913</b>	<b>1,211,913</b>
<b><u>INTERFUND SERVICES</u></b>							
4500.1002	Prov for General Fund	15,757,208	15,358,298	15,088,613	16,150,929	14,811,288	14,811,288
4500.1003	Prov for Water Fund	1,269,536	1,372,150	1,362,150	1,427,942	1,427,942	1,427,942
4500.1004	Prov for Sewer Fund	91,264	135,488	135,488	135,488	135,488	135,488
4500.1005	Prov for Ambulance Fund	10,000	11,305	11,305	11,305	11,305	11,305
4500.1006	Prov for Animal Control Fund	18,500	15,724	15,724	16,060	16,060	16,060
4500.1008	Prov for Special Rev Funds	13,449	0	12,069	0	0	0
4500.1055	BOE Reimb	492,662	515,000	428,539	515,000	515,000	515,000
<b>Sub-Total INTERFUND SERVICES</b>		<b>17,652,619</b>	<b>17,407,965</b>	<b>17,053,888</b>	<b>18,256,724</b>	<b>16,917,083</b>	<b>16,917,083</b>
<b><u>OTHER FINANCING SOURCES</u></b>							
4900.1745	Insurance Recoveries	7,828	0	2,105	0	0	0
4900.1750	Use of Fund Reserves	0	0	0	0	500,000	500,000
<b>Sub-Total OTHER FINANCING SOURCES</b>		<b>7,828</b>	<b>0</b>	<b>2,105</b>	<b>0</b>	<b>500,000</b>	<b>500,000</b>
<b>TOTAL REVENUE: INTERNAL SERVICE FUND - RISK MANAGEMENT &amp; EMPLOYEE BENEFITS</b>		<b>18,897,054</b>	<b>18,695,365</b>	<b>18,273,724</b>	<b>19,468,637</b>	<b>18,628,996</b>	<b>18,628,996</b>

**CITY OF DANBURY**  
**Internal Service Fund - Risk Management Employee Benefits**  
**ADOPTED BUDGET: 2020-2021**

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>8001</b>	<b>FICA</b>						
5220.1500	Payroll Taxes FICA	1,875,443	1,927,574	1,917,827	1,985,400	1,985,400	1,985,400
	<b>SUB-TOTAL: 8001</b>	<b>1,875,443</b>	<b>1,927,574</b>	<b>1,917,827</b>	<b>1,985,400</b>	<b>1,985,400</b>	<b>1,985,400</b>
<b>8005</b>	<b>STATE UNEMPLOYMENT COMP</b>						
5220.1505	Payroll Taxes Unemployment	16,779	70,000	20,313	70,000	70,000	70,000
	<b>SUB-TOTAL: 8005</b>	<b>16,779</b>	<b>70,000</b>	<b>20,313</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>
<b>8006</b>	<b>EMPLOYEE HEALTH &amp; LIFE INS</b>						
5230.1555	Employee Group Insurance Employee Health Insurance	11,249,840	11,460,000	11,460,000	12,015,000	11,395,000	11,395,000
5230.1560	Employee Group Insurance Prescription Drug Insurance	9,396	0	0	0	0	0
5230.1565	Employee Group Insurance Dental Insurance	442,170	450,000	450,000	510,000	505,000	505,000
5230.1570	Employee Group Insurance Life Insurance	164,648	170,000	170,000	180,000	180,000	180,000
5230.1575	Employee Group Insurance Disability Insurance	26,949	28,000	28,000	29,000	29,000	29,000
	<b>SUB-TOTAL: 8006</b>	<b>11,893,003</b>	<b>12,108,000</b>	<b>12,108,000</b>	<b>12,734,000</b>	<b>12,109,000</b>	<b>12,109,000</b>
<b>8007</b>	<b>UNION WELFARE</b>						
5230.1550	Employee Group Insurance Union Welfare Contribution	2,062,502	2,325,275	2,027,357	2,395,050	2,395,050	2,395,050
	<b>SUB-TOTAL: 8007</b>	<b>2,062,502</b>	<b>2,325,275</b>	<b>2,027,357</b>	<b>2,395,050</b>	<b>2,395,050</b>	<b>2,395,050</b>
<b>8008</b>	<b>RISK MANAGEMENT</b>						
5020.1000	Salaries Regular	124,343	172,508	127,311	183,379	168,738	168,738
5030.1000	Payroll Taxes FICA	0	200	0	200	200	200

**CITY OF DANBURY**  
**Internal Service Fund - Risk Management Employee Benefits**  
**ADOPTED BUDGET: 2020-2021**

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
5050.1140	Payroll Taxes Unemployment	0	0	0	3,243	3,243	3,243
5250.1620	Employee Group Insurance Employee Health Insurance	228	228	228	228	228	228
5250.1630	Employee Group Insurance Prescription Drug Insurance	1,190	2,276	2,275	1,260	1,260	1,260
5250.1650	Employee Group Insurance Dental Insurance	0	0	0	983	983	983
5300.2010	Employee Group Insurance Life Insurance	125,000	132,910	125,000	130,000	130,000	130,000
5300.2055	Employee Group Insurance Disability Insurance	350	550	500	550	550	550
5300.2060	Employee Group Insurance Union Welfare Contribution	0	250	100	250	250	250
5300.2095	Salaries Regular	0	200	200	200	200	200
5600.2500	Overtime Salaries	0	150	100	150	150	150
5800.2810	Other Salaries Other Earnings	5,301	9,600	9,600	9,600	9,600	9,600
5800.2815	Other Benefits Longevity	0	2,600	2,600	2,600	2,600	2,600
5800.2820	Other Benefits Sick Leave	976,063	829,471	810,000	830,000	830,000	830,000
5800.2825	Other Benefits Employees Service Benefit	56,044	57,313	57,313	56,044	56,044	56,044
5800.2830	Purch Svcs Professional Svcs	101,371	100,247	105,000	105,000	105,000	105,000
5800.2850	Purch Svcs Postage	125,729	125,497	125,000	125,500	125,500	125,500
5800.2870	Insurance Liability Deductible	532,877	680,516	685,000	685,000	685,000	685,000
5800.2880	Insurance Auto Deductible	228,080	150,000	150,000	150,000	150,000	150,000
	<b>SUB-TOTAL: 8008</b>	<b>2,276,573</b>	<b>2,264,516</b>	<b>2,200,227</b>	<b>2,284,187</b>	<b>2,269,546</b>	<b>2,269,546</b>
<b>TOTAL:</b>	<b>Internal Service Fund - Risk Management Employee Benefits</b>	<b>18,124,299</b>	<b>18,695,365</b>	<b>18,273,724</b>	<b>19,468,637</b>	<b>18,828,996</b>	<b>18,828,996</b>

<b>CITY OF DANBURY</b> <b>RISK MANAGEMENT</b> <b>ADOPTED BUDGET: 2020-2021</b>			Dept. #: 8008
Asst. Finance Director: Daniel Garrick			

TABLE OF ORGANIZATION					
TABLE OF ORGANIZATION		NUMBER OF POSITIONS		PRESENT RATES	ADOPTED BUDGET 2020-2021
		2019-2020 BUDGET	CHANGE 2020-2021 (+ or -)		
(A)	RISK MANAGER	0.5	0.5	130,958	65,479
*	HEALTH BENEFITS COORDINATOR	1	1	63,518	63,518
* (PF)	CLAIMS PROCESSOR	1	1	54,382	54,382
	SALARY ADJUSTMENT FOR PARTIALLY FUNDED POSITION(S)				(14,642)
	<b>TOTAL</b>	<b><u>2.5</u></b>	<b><u>2.5</u></b>		<b>168,737</b>
(A) 1/2 Finance; 1/2 Risk Management					
* Union Negotiated					
* Union Negotiated; (PF) Partially Funded					

**CITY OF DANBURY**  
**INTERNAL SERVICE FUND - WORKERS COMPENSATION**  
**ADOPTED BUDGET: 2020-2021**

Dept #: 8008

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Charges for Services</u></b>							
4400.4000	Refund - Prior Year Exp	0	0	11,947	0	0	0
<b>Sub-Total Charges for Services</b>		<b>0</b>	<b>0</b>	<b>11,947</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>Other Financing Sources</u></b>							
4500.1002	Prov for General Fund	2,024,259	1,866,000	1,850,474	1,884,329	1,852,229	1,852,229
4500.1003	Prov for Water Fund	114,950	117,000	117,000	118,000	118,000	118,000
4500.1006	Prov for Animal Control Fund	5,200	5,200	5,200	5,356	5,356	5,356
4500.1008	Prov for Special Rev Funds	2,024	0	1,500	0	0	0
4500.1055	BOE Reimbursements	816,447	1,011,150	1,011,150	1,020,000	1,020,000	1,020,000
4900.1745	BOE Reimbursements	0	0	2,079	0	0	0
<b>Sub-Total Other Financing Sources</b>		<b>2,962,880</b>	<b>2,999,350</b>	<b>2,987,403</b>	<b>3,027,685</b>	<b>2,995,585</b>	<b>2,995,585</b>
<b>TOTAL REVENUE: INTERNAL SERVICE FUND - WORKERS COMPENSATION</b>		<b>2,962,880</b>	<b>2,999,350</b>	<b>2,999,350</b>	<b>3,027,685</b>	<b>2,995,585</b>	<b>2,995,585</b>

**CITY OF DANBURY**  
**Internal Service Fund - Workers Compensation**  
**ADOPTED BUDGET: 2020-2021**

Dept #: 8008

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>8004</b>	<b>WORKER'S COMPENSATION - H/H</b>						
5230.1595	Employee Group Insurance Heart/Hypertension	615,368	536,350	536,350	536,350	536,350	536,350
	<b>SUB-TOTAL: 8004</b>	<b>615,368</b>	<b>536,350</b>	<b>536,350</b>	<b>536,350</b>	<b>536,350</b>	<b>536,350</b>
<b>8008</b>	<b>RISK MANAGEMENT</b>						
5230.1590	Employee Group Insurance Workers Comp Premium	856,030	913,000	913,000	941,335	909,235	909,235
5800.2890	Insurance Workers Comp Deductible	1,491,481	1,550,000	1,550,000	1,550,000	1,550,000	1,550,000
	<b>SUB-TOTAL: 8008</b>	<b>2,347,511</b>	<b>2,463,000</b>	<b>2,463,000</b>	<b>2,491,335</b>	<b>2,459,235</b>	<b>2,459,235</b>
<b>TOTAL:</b>	<b>Internal Service Fund - Workers Compensation</b>	<b>2,962,880</b>	<b>2,999,350</b>	<b>2,999,350</b>	<b>3,027,685</b>	<b>2,995,585</b>	<b>2,995,585</b>



**CITY OF DANBURY**  
**INTERNAL SERVICE FUND - PENSION - OPEB**  
**ADOPTED BUDGET: 2020-2021**

Dept #: 8008

REVENUE CODE	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED REVENUE 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b><u>Investment Earnings</u></b>							
4500.1002	Prov for General Fund	21,468,901	24,067,142	23,871,631	25,685,242	23,089,910	23,089,910
4500.1003	Prov for Water Fund	678,601	679,000	679,000	679,000	499,550	499,550
4500.1004	Prov for Sewer Fund	234,018	234,018	234,018	234,018	8,800	8,800
4610.1200	Interest on Investments	-2,413	0	0	0	0	0
4610.1220	Pension Investment Income	180,359	0	0	0	0	0
<b>Sub-Total Investment Earnings</b>		<b>22,559,466</b>	<b>24,980,160</b>	<b>24,784,649</b>	<b>26,598,260</b>	<b>23,598,260</b>	<b>23,598,260</b>
<b>TOTAL REVENUE: INTERNAL SERVICE FUND - PENSION - OPEB</b>		<b>22,559,466</b>	<b>24,980,160</b>	<b>24,784,649</b>	<b>26,598,260</b>	<b>23,598,260</b>	<b>23,598,260</b>

**CITY OF DANBURY**  
**Internal Service Fund - Pension - OPEB**  
**ADOPTED BUDGET: 2020-2021**

Dept #: 8008

**APPROPRIATIONS**

DEPT. #:	ACCOUNT DESCRIPTION	ACTUAL 2018-2019	AMENDED BUDGET 2019-2020	PROJECTED EXPENDITURES 2019-2020	PROPOSED BY DEPT 2020-2021	PROPOSED BY MAYOR 2020-2021	ADOPTED BUDGET 2020-2021
<b>1320</b>	<b>RETIREMENT ADMINISTRATION</b>						
5300.2010	Purch Svcs Professional Svcs	10,680	25,000	15,000	25,000	25,000	25,000
	<b>SUB-TOTAL: 1320</b>	<b>10,680</b>	<b>25,000</b>	<b>15,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>8002</b>	<b>PENSION EXPENSE</b>						
5240.1600	Pension Employer Contributions - DB Plan	13,135,650	13,220,000	13,220,000	13,818,000	13,818,000	13,818,000
5240.1602	Pension Employer Contributions - DC Pla	192,665	272,660	272,660	385,350	385,350	385,350
	<b>SUB-TOTAL: 8002</b>	<b>13,328,315</b>	<b>13,492,660</b>	<b>13,492,660</b>	<b>14,203,350</b>	<b>14,203,350</b>	<b>14,203,350</b>
<b>8006</b>	<b>EMPLOYEE HEALTH &amp; LIFE INS</b>						
5235.1555	Retiree Benefits Health Insurance	6,490,025	8,410,000	8,410,000	8,815,000	8,815,000	8,815,000
5235.1560	Retiree Benefits Prescription Drug Coverage	8,954	0	0	0	0	0
5235.1565	Retiree Benefits Dental Insurance	39,150	48,000	48,000	50,310	50,310	50,310
5235.1570	Retiree Benefits Life Insurance	4,396	4,500	4,500	4,600	4,600	4,600
5235.1590	Retiree Benefits OPEB ARC	0	3,000,000	3,000,000	3,500,000	500,000	500,000
	<b>SUB-TOTAL: 8006</b>	<b>6,542,525</b>	<b>11,462,500</b>	<b>11,462,500</b>	<b>12,369,910</b>	<b>9,369,910</b>	<b>9,369,910</b>
<b>TOTAL:</b>	<b>Internal Service Fund - Pension - OPEB</b>	<b>19,881,520</b>	<b>24,980,160</b>	<b>24,970,160</b>	<b>26,598,260</b>	<b>23,598,260</b>	<b>23,598,260</b>

## CITY OF DANBURY - SUPPLEMENTAL SUMMARIES

SUPPLEMENTAL SUMMARY REPORT NAME	DESCRIPTION
<b>DANBURY FINANCIAL SUMMARIES</b>	
• 5-Year Breakdown of Adopted Budgets	Breakdown of overall budget for 5 Fiscal Years, by category.
• Budget Statistics	Analysis of City's budgets, Mill Rate and Net Taxable Grand List.
• Tax Collection Rates	Column chart of actual vs. budget tax collection rate history.
• Unassigned Fund Balance as a % of Budgetary Expenditures	Unassigned Fund Balance as a % to Budgetary Expenditures by Year.
<b>EMPLOYMENT DATA</b>	
• Bargaining Groups and Major Employers	Breakdown of Union bargaining groups and the Top 10 employers.
• Full-Time Budget Headcount	Ten year headcount history by City department and Fiscal Year.
• Full-Time Budget Headcount Chart	Column chart of 10-year history for City of Danbury employees.
<b>ECONOMIC SUMMARIES</b>	
• Mill Rate Ten Year History	Trended column chart for Mill Rate and percent change over 10 years.
• Building Permit History and Employment by Industry	10-Year Building permit history, employment by industry and unemployment rate.
• Assessed Value of Taxable Property	Ten year Trended column chart of assessed value of taxable property.
• Grand List and Ten Largest Tax Payers	Real Estate, Motor Vehicle and Personal Property Tax, and ten largest tax payers in Danbury.
• Your Tax Dollar at Work	Illustration of % of tax allocation by GASB category to the City's budget
<b>DEMOGRAPHICS</b>	
• Demographics: Population Trends	Population and population density chart and 9-year population trend
• Demographics: Age, Income and Education	Demographic charts of age, educational attainment and income level
• Voter Registration & Election Summary	Illustration of local and presidential election summary of voter party.
<b>MISCELLANEOUS STATISTICS</b>	
• Miscellaneous Statistics	Overview of Danbury's public works, public safety and library totals.
• Public Utilities: Historical Collections and Billings Data	Water and Sewer data includes # of accounts, billings & consumption.

**CITY OF DANBURY  
SUPPLEMENTAL KEY METRIC SUMMARY**

**DANBURY  
FINANCIAL  
SUMMARIES**

<u>Adopted Budget</u>		<u>Tax Collection Rate</u>		<u>Unassigned Fund Balance as a % of Budgetary Expenditures</u>		<u>Fulltime Budget HC</u>	
FY 19/20	261,500,000	FY 19/20	100%	FY 19/20	9.6%	FY 19/20	551
FY 20/21	262,000,000	FY 20/21	100%	FY 20/21	8.8%	FY 20/21	554
% Change	<b>0.19%</b>	% Change	<b>0.00%</b>	% Change	<b>-8.33%</b>	% Change	<b>0.54%</b>

**ECONOMIC  
SUMMARIES**

<u>City Unemployment Rate</u> (Excludes impact of COVID-19)		<u>Mill Rate</u>		<u>Total # Building Permits</u>		<u>Total Building Permit Values</u>	
March 2019	3.10%	FY 19/20	27.60	CY 2018:	1,159	CY 2018:	96,747,995
March 2020	3.30%	FY 20/21	27.60	CY 2019:	1,184	CY 2019:	95,594,564
% Change	<b>6.45%</b>	% Change	<b>0.00%</b>	% Change	<b>2.16%</b>	% Change	<b>-1.19%</b>

<u>Gross Taxable Grand List</u>		<u>Exempt Property</u>		<u>Exemptions</u>		<u>Net Taxable Grand List</u>	
FY 19/20	8,092,634,098	FY 19/20	1,515,513,400	FY 19/20	252,075,186	FY 19/20	7,840,558,912
FY 20/21	8,164,522,665	FY 20/21	1,518,461,100	FY 20/21	269,298,903	FY 20/21	7,895,223,762
% Change	<b>0.89%</b>	% Change	<b>0.19%</b>	% Change	<b>6.83%</b>	% Change	<b>0.70%</b>

**DEMOGRAPHIC  
DATA**

<u>* Danbury Estimated Population</u>		<u>** # Registered Voters (Local Election)</u>		<u>*** School Population (All Danbury Public Schools)</u>	
2018 Estimate	84,730	11/9/2018	40,651	FY 19/20	11,928
2020 Projection	84,891	11/9/2019	41,642	FY 20/21	12,167
% Change	<b>0.19%</b>	% Change	<b>2.44%</b>	% Change	<b>2.00%</b>

**MISCELLANEOUS  
STATISTICS**

<u>Public Library Volumes</u>		<u># Uniformed Police Officers</u>		<u># Uniformed Fire Fighters</u>	
FY 19/20	108,009	FY 19/20	156	FY 19/20	120
FY 20/21	108,026	FY 20/21	156	FY 20/21	120
% Change	<b>0.02%</b>	% Change	<b>0.00%</b>	% Change	<b>0.00%</b>

\* Source: As of 6/3/2020; <https://www.census.gov/data/datasets/time-series/demo/popest/2010s-total-cities-and-towns.html>  
 \*\* Source: CVRS, Budget, Poll Worker Registry  
 \*\*\* Source: State of CT Education EdSight; <http://edsight.ct.gov/SASPortal/main.do>. Danbury School District; All Schools  
 \*\*\*\* Population Source: CTData.org via US Census

**CITY OF DANBURY - GENERAL FUND**  
**PERCENT BREAKDOWN OF ADOPTED BUDGETS**  
**FY 2016/2017 Thru FY 2020/2021**

<b>Total FY 2016/2017</b>	Board of Education	\$	126,200,000	51.7%
<b>Adopted Budget</b>	Education, Health & Welfare		208,575	0.1%
	Debt Service-Schools		2,975,344	1.2%
<b>\$244,100,000</b>	BOE Capital Program		250,000	0.1%
	BOE Pension Non-Cert		1,660,000	0.7%
	City		99,926,624	40.9%
	Debt Service City		12,879,457	5.3%
<b>Total FY 2017/2018</b>	Board of Education	\$	128,450,000	51.3%
<b>Adopted Budget</b>	Education, Health & Welfare		208,575	0.1%
	Debt Service-Schools		3,248,050	1.3%
<b>\$250,500,000</b>	BOE Capital Program		250,000	0.1%
	BOE Pension Non-Cert		2,005,000	0.8%
	City		102,745,124	41.0%
	Debt Service City		13,593,251	5.4%
<b>Total FY 2018/2019</b>	Board of Education	\$	132,450,000	51.5%
<b>Adopted Budget</b>	Education, Health & Welfare		208,575	0.1%
	Debt Service-Schools		4,393,039	1.7%
<b>\$257,000,000</b>	BOE Capital Program		-	0.0%
	BOE Pension Non-Cert		2,058,840	0.8%
	City		105,191,284	40.9%
	Debt Service City		12,698,262	4.9%
<b>Total FY 2019/2020</b>	Board of Education	\$	134,650,000	52.4%
<b>Adopted Budget</b>	Education, Health & Welfare		208,575	0.1%
	Debt Service-Schools		4,327,885	1.7%
<b>\$261,500,000</b>	BOE Capital Program		-	0.0%
	BOE Pension Non-Cert		2,392,230	0.9%
	City		107,581,845	41.9%
	Debt Service City		12,339,465	4.8%
<b>Total FY 2020/2021</b>	Board of Education	\$	135,900,000	52.9%
<b>Adopted Budget</b>	Education, Health & Welfare		208,575	0.1%
	Debt Service-Schools		4,242,612	1.7%
<b>\$262,000,000</b>	BOE Capital Program		-	0.0%
	BOE Pension Non-Cert		2,455,200	1.0%
	City		106,251,892	41.3%
	Debt Service City		12,941,721	5.0%

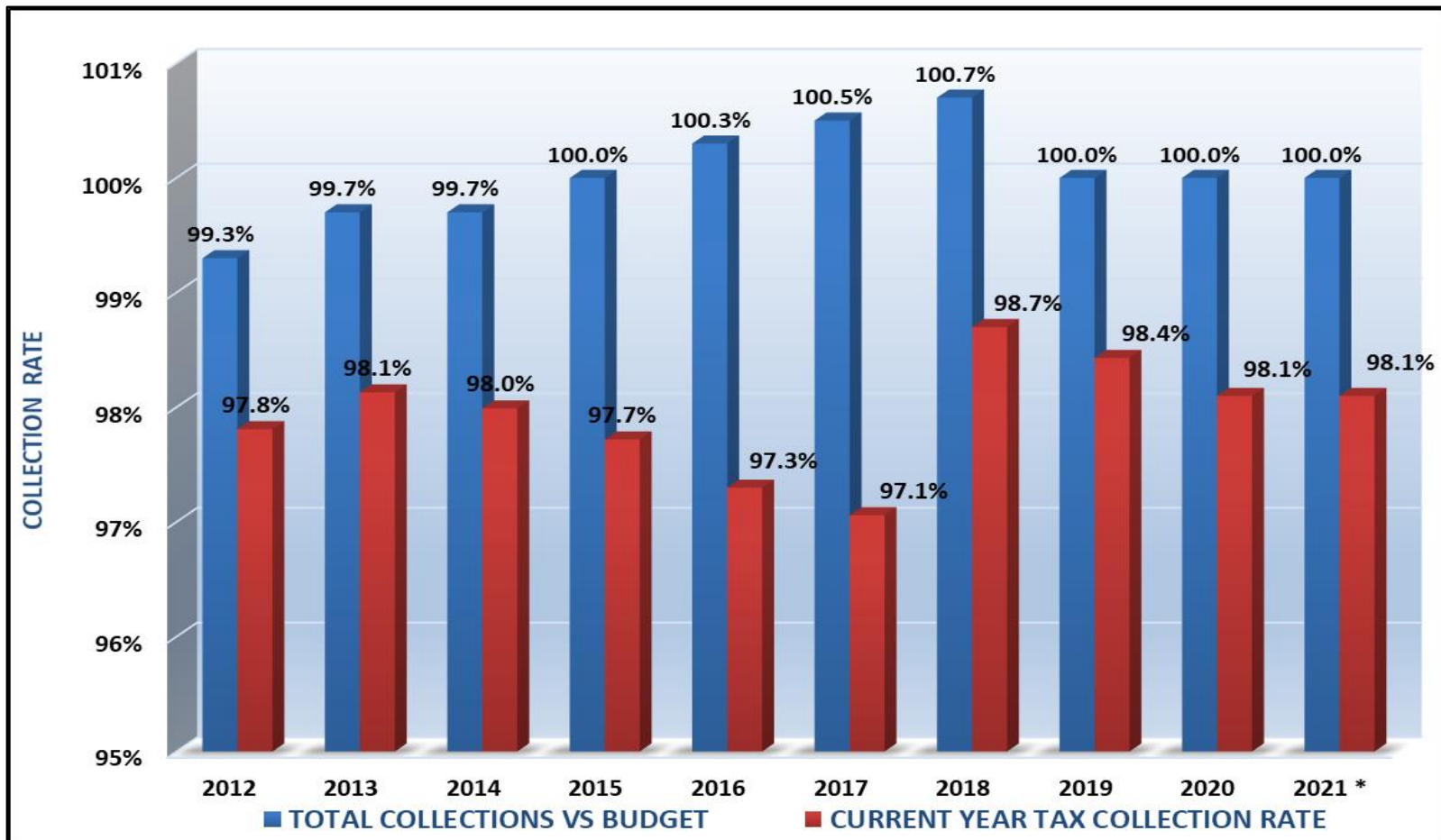
**CITY OF DANBURY  
BUDGET STATISTICS  
FY 2005/06 - FY 2020/21**

<b>Fiscal</b>				<b>Mill</b>			<b>Net Taxable</b>		
<u>Year</u>	<u>Budget</u>	<u>Change</u>	<u>% Change</u>	<u>Rate</u>	<u>Change</u>	<u>% Change</u>	<u>Grand List</u>	<u>Change</u>	<u>% Change</u>
05/06	169,600,122	8,370,927	5.19%	23.03	-1.83	-7.36%	5,635,667,295 *	466,730,505	9.0%
06/07	178,091,982	8,491,860	5.01%	22.05	-0.98	-4.26%	6,077,532,400 *	441,865,105	7.8%
07/08	191,380,329	13,288,347	7.46%	22.20	0.15	0.68%	6,428,162,780	350,630,380	5.8%
08/09	202,295,259	10,914,930	5.70%	21.35	-0.85	-3.83%	7,146,429,508 *	718,266,728	11.2%
09/10	202,270,205	-25,054	-0.01%	21.66	0.31	1.45%	7,237,979,613 *	91,550,105	1.3%
10/11	209,248,000	6,977,795	3.45%	20.96	-0.70	-3.23%	7,830,251,178 *	592,271,565	8.2%
11/12	215,919,397	6,671,397	3.19%	21.69	0.73	3.48%	7,817,419,112 *	(12,832,066)	-0.2%
12/13	220,100,000	4,180,603	1.94%	22.45	0.76	3.50%	7,862,871,107 *	45,451,995	0.6%
13/14	227,350,000	7,250,000	3.29%	26.80	4.35	19.38%	6,827,106,602	(1,063,154,285)	-13.5%
14/15	235,700,000	8,350,000	3.67%	27.60	0.80	2.98%	6,887,609,487	60,502,885	0.9%
15/16	237,700,000	2,000,000	0.85%	28.26	0.66	2.39%	6,947,001,073	59,391,586	0.9%
16/17	244,100,000	6,400,000	2.69%	28.68	0.42	1.49%	7,026,564,335	79,563,262	1.1%
17/18	250,500,000	6,400,000	2.62%	28.95	0.27	0.94%	7,130,248,614	103,684,279	1.5%
18/19	257,000,000	6,500,000	2.59%	27.60	-1.35	-4.66%	7,733,743,428	603,494,814	8.5%
19/20	261,500,000	4,500,000	1.75%	27.60	0.00	0.00%	7,840,558,912	106,815,484	1.4%
20/21	262,000,000	500,000	0.19%	27.60	0.00	0.00%	7,895,223,762	54,664,850	0.7%

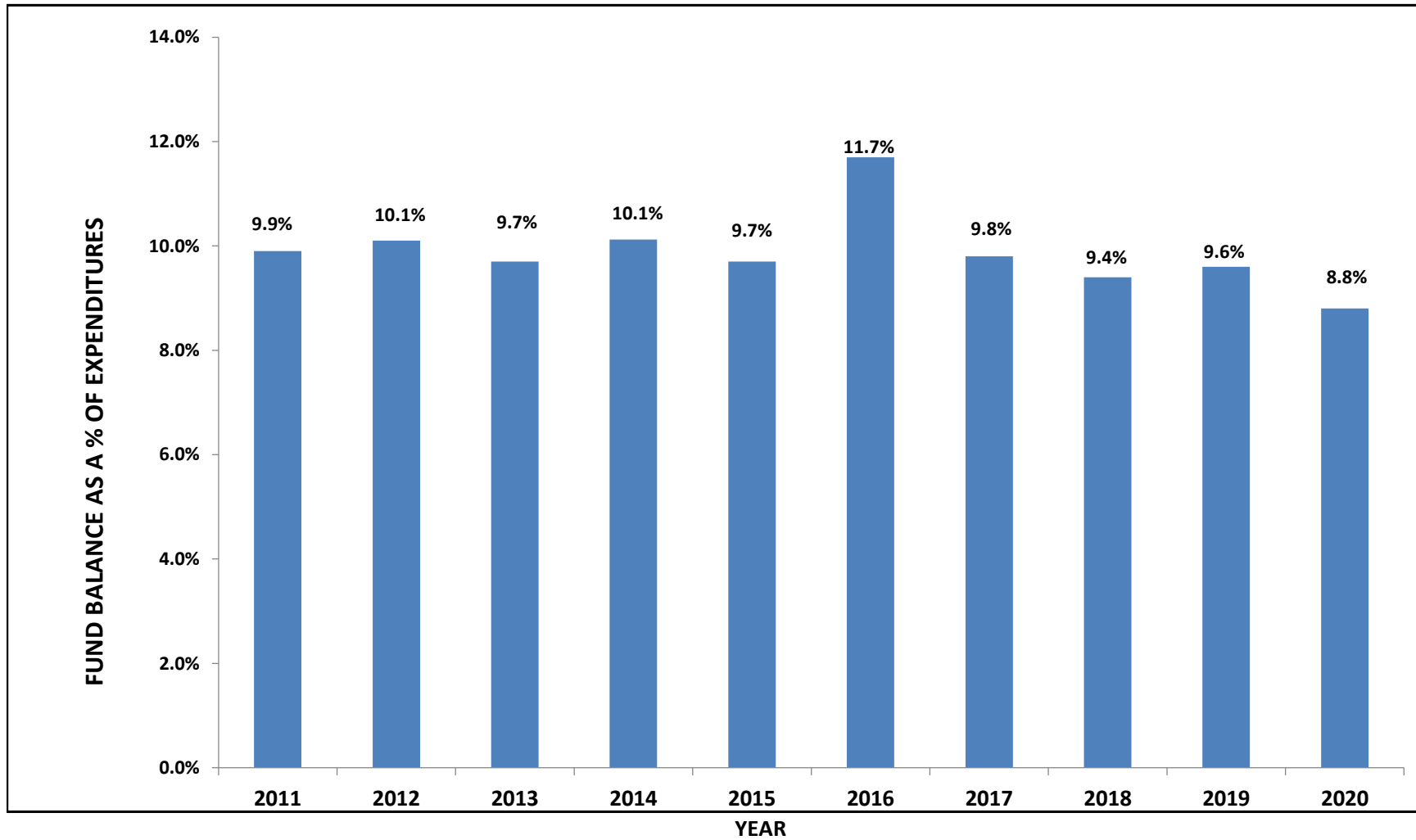
Budget Years: 00/01, 03/04, 08/09, 13/14 and 18/19 are Revaluation years.

\*Reflects phase-in of property revaluation.

**CITY OF DANBURY  
TAX COLLECTION RATE HISTORY  
CURRENT & TOTAL COLLECTED %  
ACTUAL vs BUDGET**



**CITY OF DANBURY - GENERAL FUND  
UNASSIGNED FUND BALANCE AS A PERCENTAGE OF BUDGETARY EXPENDITURES  
TEN YEAR HISTORY**





**CITY OF DANBURY  
FULL TIME BUDGETED HEADCOUNT  
10 YEAR HISTORY**

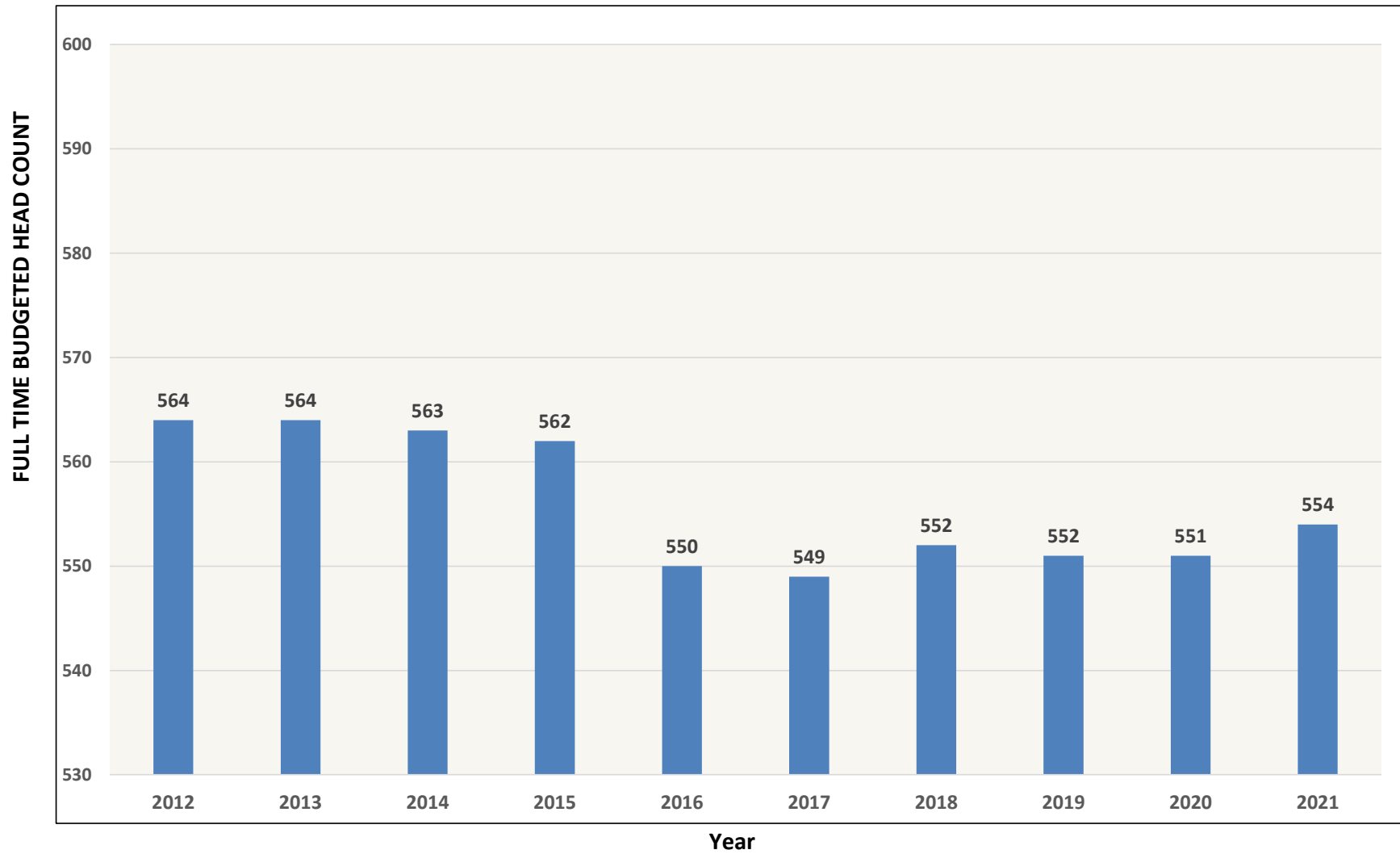
<u>FISCAL YEAR</u>	<u>11/12</u>	<u>12/13</u>	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>	<u>18/19</u>	<u>19/20</u>	<u>20/21</u>	<u>1 YR CHANGE</u>
CITY COUNCIL	0	0	0	0	0	0	0	0	0	0	0
MAYOR'S OFFICE	5	6	6	6	6	6	6	6	6	6	0
OFFICE OF PROJECT EXCELLENCE	0	0	0	0	0	1	1	1	1	0	-1
LEGISLATIVE ASSISTANT	1	1	1	1	1	1	1	1	1	1	0
REGISTRARS	2	2	2	2	2	2	2	2	2	2	0
CITY TREASURER	1	1	1	1	1	1	1	1	1	1	0
DIRECTOR OF FINANCE	12	11	11	10.5	10.5	10.5	10.5	10.5	10.5	10.5	0
INFORMATION TECHNOLOGY	4	5	5	5	5	1	1	1	1	1	0
BUREAU OF ASSESSMENTS	8	7	7	7	7	7	7	7	7	7	0
TAX COLLECTOR	8	9	9	9	9	9	9	9	9	9	0
PURCHASING	3	3	3	3	3	3	3	3	3	3.5	0.5
CORPORATION COUNSEL	3	3	3	3	3	3	3	3	3	3	0
TOWN CLERK	6	6	6	6	6	6	6	6	6	6	0
PERMIT COORDINATION	5	5	5	5	5	5	5	5	5	5	0
PLANNING	6	6	6	6	6	6	6	6	6	6	0
ECONOMIC DEVELOPMENT	0	1	1	1	1	1	1	1	1	1	0
HUMAN RESOURCES	2	2	2	2	3	3	3	3	3	3.5	0.5
PUBLIC BUILDINGS	13	14	14	14	14	14	14	13	13	13	0
CITY HALL BUILDING	1	1	1	1	1	1	1	0	0	0	0
<b>TOTAL GENERAL GOVERNMENT</b>	<b>80</b>	<b>83</b>	<b>83</b>	<b>82.5</b>	<b>83.5</b>	<b>80.5</b>	<b>80.5</b>	<b>78.5</b>	<b>78.5</b>	<b>78.5</b>	<b>0.0</b>
POLICE DEPARTMENT	164.75	164	164	164.5	161.5	161	161	161	161	161	0
ANIMAL CONTROL	3	3	3	3	3	3	3	3	3	3	0
FIRE DEPARTMENT	129.25	130	130	130	122	122	122	122	122	122	0
BUILDING INSPECTOR	9	9	9	9	9	9	9	9	9	9	0
CIVIL PREPAREDNESS	0	0	0	0	0	0	0	0	0	0	0
CONSUMER PROTECTION	1	1	1	1	0.5	0	0	0	0	0	0
UNIFIED NEIGH. INSP. TEAM	3	4	4	3	3	4	5	5	4	4	0
AIRPORT	5	5	5	5	5	5	5	5	5	5	0
<b>TOTAL PUBLIC SAFETY</b>	<b>315</b>	<b>316</b>	<b>316</b>	<b>315.5</b>	<b>304</b>	<b>304</b>	<b>305</b>	<b>305</b>	<b>304</b>	<b>304</b>	<b>0</b>

\*\*Included in the 20-21 Budget are 47 vacant positions, which will remain vacant unless decreed absolutely necessary by the Mayor for public safety or financial reasons. As such, positions have been left open at the department level, however, 17 are only partially funded. Some funding may be available at the divisional level that meets the public safety and financial criteria.

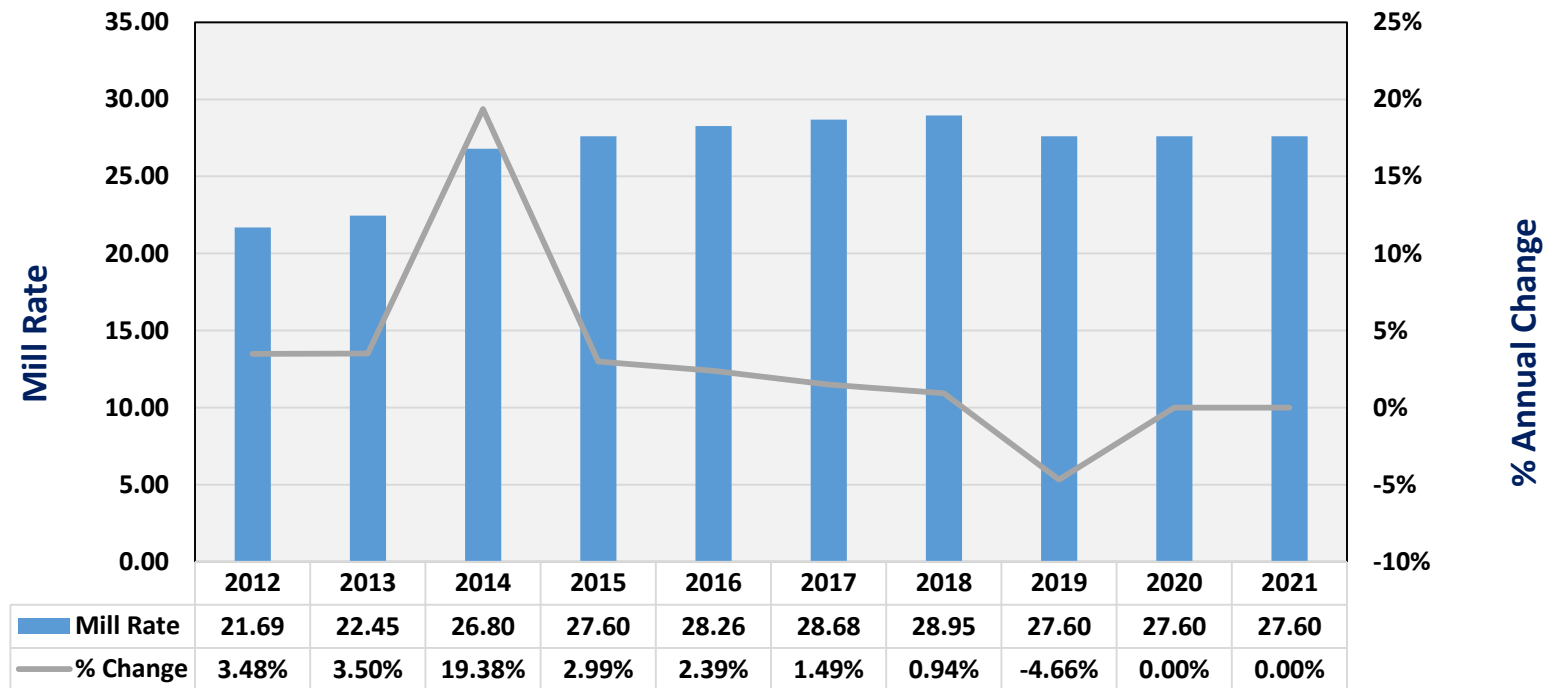
**CITY OF DANBURY  
FULL TIME BUDGETED HEADCOUNT  
10 YEAR HISTORY**

<b>FISCAL YEAR</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>	<b>1 YR CHANGE</b>
DIR. OF PUBLIC WORKS	2	2	2	2	2	2	2	2	2	2	0
HIGHWAY DEPARTMENT	42	43	43	43	43	43	43	43	43	43	0
PARKS MAINTENANCE	17	17	17	17	17	18	18	18	18	18	0
FORESTRY	4	4	4	4	4	4	4	4	4	4	0
EQUIPMENT MAINTENANCE	7	7	7	7	7	7	7	7	7	7	0
ENGINEERING	10	10	10	10	10	10	10	10	10	10	0
CONSTRUCTION SERVICES	3	3	3	3	3	3	3	3	3	3	0
<b>TOTAL PUBLIC WORKS</b>	<b>85</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>87</b>	<b>87</b>	<b>87</b>	<b>87</b>	<b>87</b>	<b>0</b>
HEALTH & HUMAN SERVICES	15	14	14	13	12	12	12	13	14	15	1
<b>TOTAL HEALTH</b>	<b>15</b>	<b>14</b>	<b>14</b>	<b>13</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>1</b>
WELFARE	0	0	0	0	0	0	0	0	0	0	0
VETERANS ADVISORY	0	0	0	0	0	0	0	0	0	1	1
COMMISSION ON AGING	3	2	2	2	2	2	2	2	2	2	0
<b>TOTAL PUBLIC WELFARE</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>
LIBRARY	25	22	21	20	20	21	23	23	23	23	0
<b>TOTAL LIBRARIES</b>	<b>25</b>	<b>22</b>	<b>21</b>	<b>20</b>	<b>20</b>	<b>21</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>0</b>
RECREATION	2	1	1	1	1	1	1	1	1	1	0
<b>TOTAL RECREATION</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
INSURANCE	2	2	2	2.5	2.5	2.5	2.5	2.5	2.5	2.5	0
<b>TOTAL RECURRING COSTS</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0</b>
WATER UTILITY	37	38	38	39	39	39	39	39	39	40	1
<b>TOTAL WATER FUND</b>	<b>37</b>	<b>38</b>	<b>38</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>40</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>565</b>	<b>564</b>	<b>563</b>	<b>561.5</b>	<b>550</b>	<b>549</b>	<b>552</b>	<b>551</b>	<b>551</b>	<b>554</b>	<b>3</b>

**CITY OF DANBURY  
FULL TIME BUDGETED HEAD COUNT  
TEN YEAR HISTORY**



**CITY OF DANBURY**  
**MILL RATE: TEN YEAR HISTORY**  
**2012 through 2021**



**Fiscal Year Ended June 30**

**CITY OF DANBURY**  
**BUILDING PERMIT HISTORY & EMPLOYMENT BY INDUSTRY**

BUILDING PERMITS							
Calendar Year	Residential		Commercial		Industrial		Total
Ending 12/31	No.	Value	No.	Value	No.	Value	No. Value
2019	1,026	\$ 43,432,477	193	\$ 52,901,766	11	\$ 1,500,000	1,230 \$ 97,834,243
2018	977	43,988,687	180	51,759,308	2	1,000,000	1,159 96,747,995
2017	1,036	55,776,275	200	29,432,456	2	500,000	1,238 85,708,731
2016	876	40,316,792	231	78,064,219	3	913,500	1,110 119,294,511
2015	900	115,268,512	241	51,735,137	5	1,646,000	1,146 168,649,649
2014	951	78,906,280	10	13,451,161	192	48,270,735	1,153 140,628,176
2013	967	42,944,615	219	145,532,615	11	16,709,942	1,197 205,187,172
2012	872	92,841,102	273	72,099,494	4	5,422,450	1,149 170,363,046
2011	829	30,801,215	235	45,597,554	11	4,619,000	1,075 81,017,769
2010	823	29,438,911	225	44,204,745	7	10,037,000	1,055 83,680,656
2009	949	59,205,660	165	25,269,316	11	1,450,559	1,125 85,925,535
2008	808	34,115,571	226	20,464,467	10	51,439,000	1,044 106,019,038

Source: Building Department, City of Danbury

EMPLOYMENT BY INDUSTRY				
Sector	City of Danbury		State of Connecticut	
	# Employed	Percent	Number	Percent
Construction, Farming, Forestry, Fisheries, Mining	4,726	10.5%	111,288	6.2%
Manufacturing	5,671	12.5%	191,519	10.6%
Wholesale Trade	861	1.9%	44,741	2.5%
Retail Trade	5,898	13.1%	193,016	10.7%
Transportation & Warehousing, Utilities	1,644	3.6%	68,926	3.8%
Information	752	1.7%	42,200	2.3%
Finance, Insurance, Real Estate	2,654	5.9%	163,810	9.1%
Professional, Scientific, Mgmt Svcs	5,877	13.0%	208,130	11.5%
Educational, Health, Social Services	9,613	21.3%	478,083	26.5%
Arts, Entertainment, Recreation	4,137	9.2%	153,679	8.5%
Other services (ex. Public Admin)	2,476	5.5%	82,538	4.6%
Public Administration	880	1.9%	67,156	3.7%
<b>Total Labor Force, Employed (as of October 2019)</b>	<b>45,189</b>	<b>100.0%</b>	<b>1,805,086</b>	<b>100.0%</b>

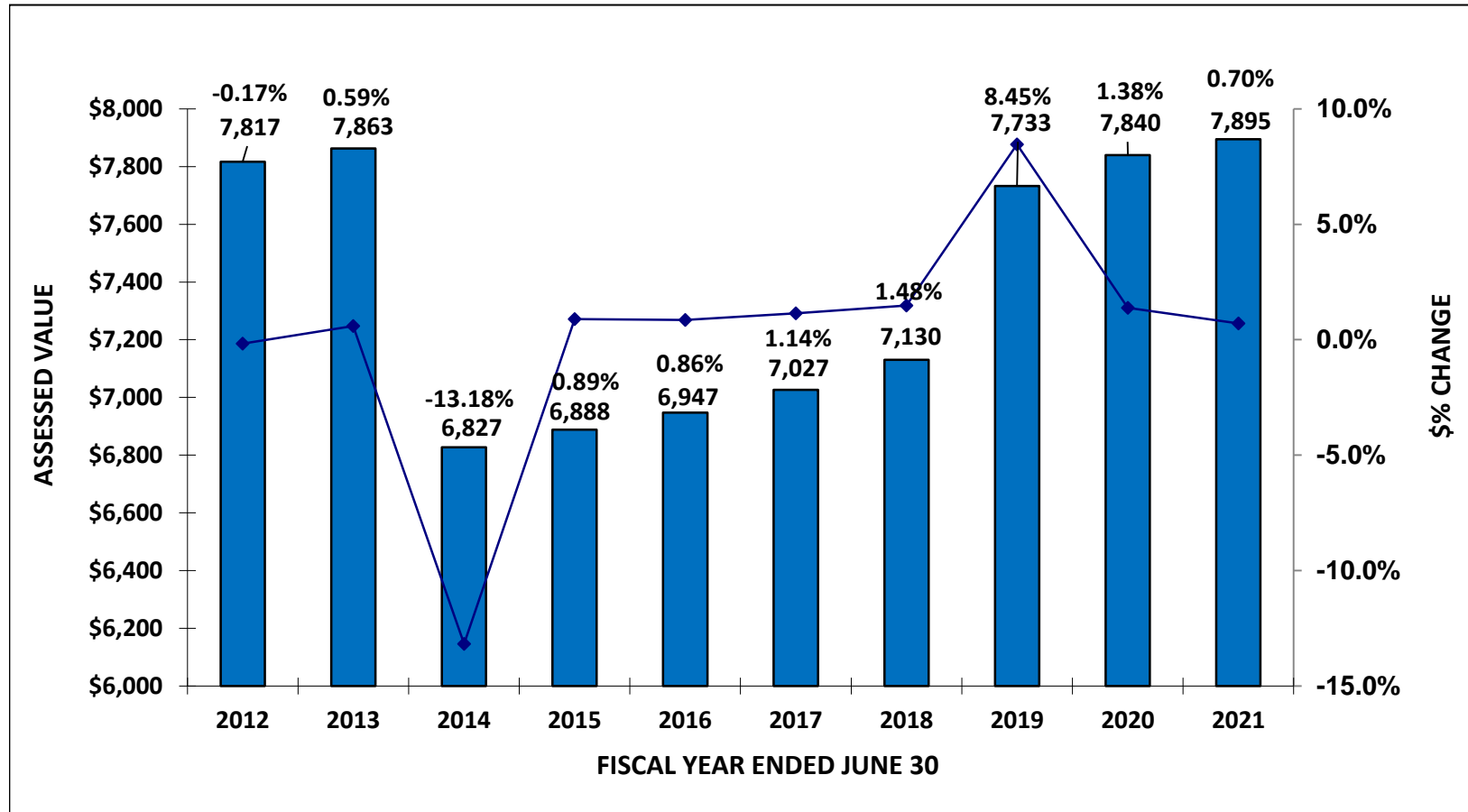
Source: U.S. Department of Labor: <http://www1.ctdol.state.ct.us/lmi/SecEmp.asp>

PERCENTAGE OF UNEMPLOYED AS OF NOVEMBER 2019					
Annual Averages	City of Danbury		Danbury Labor State		
	Employed	Unemployed	Unemp Rate	Market	of CT
2019	46,361	1,338	2.8%	2.9%	3.5%
2018	48,407	1,244	3.1%	2.6%	3.2%
2017	45,961	1,447	3.1%	3.1%	3.9%
2016	45,579	1,512	3.2%	4.0%	3.9%
2015	44,516	1,874	4.0%	4.0%	5.0%
2014	43,746	2,471	5.3%	5.3%	6.7%
2013	42,812	2,811	6.2%	6.2%	7.8%
2012	42,745	3,153	6.9%	6.7%	8.4%
2011	43,026	3,305	7.1%	7.2%	8.8%
2010	42,366	3,593	7.8%	7.6%	9.3%
2009	41,382	3,372	7.5%	7.3%	8.3%
2008	42,704	2,097	4.7%	4.5%	5.6%
2007	42,788	1,628	3.7%	3.6%	4.6%

Source: Dept. of Labor, State of CT: <https://www1.ctdol.state.ct.us/lmi/LAUS/lmi123.asp>

**CITY OF DANBURY**  
**ASSESSED VALUE OF TAXABLE PROPERTY AFTER BOARD OF ASSESSMENT APPEALS**  
**GRAND LIST AS OF OCTOBER 1ST**

(MILLIONS)



\*2014 reflects a 14.9% reduction of net taxable value to real estate resulting from the October 1, 2012 revaluation mandated by the State.

**CITY OF DANBURY  
NET TAXABLE GRAND LIST  
AS OF OCTOBER 1, 2019**

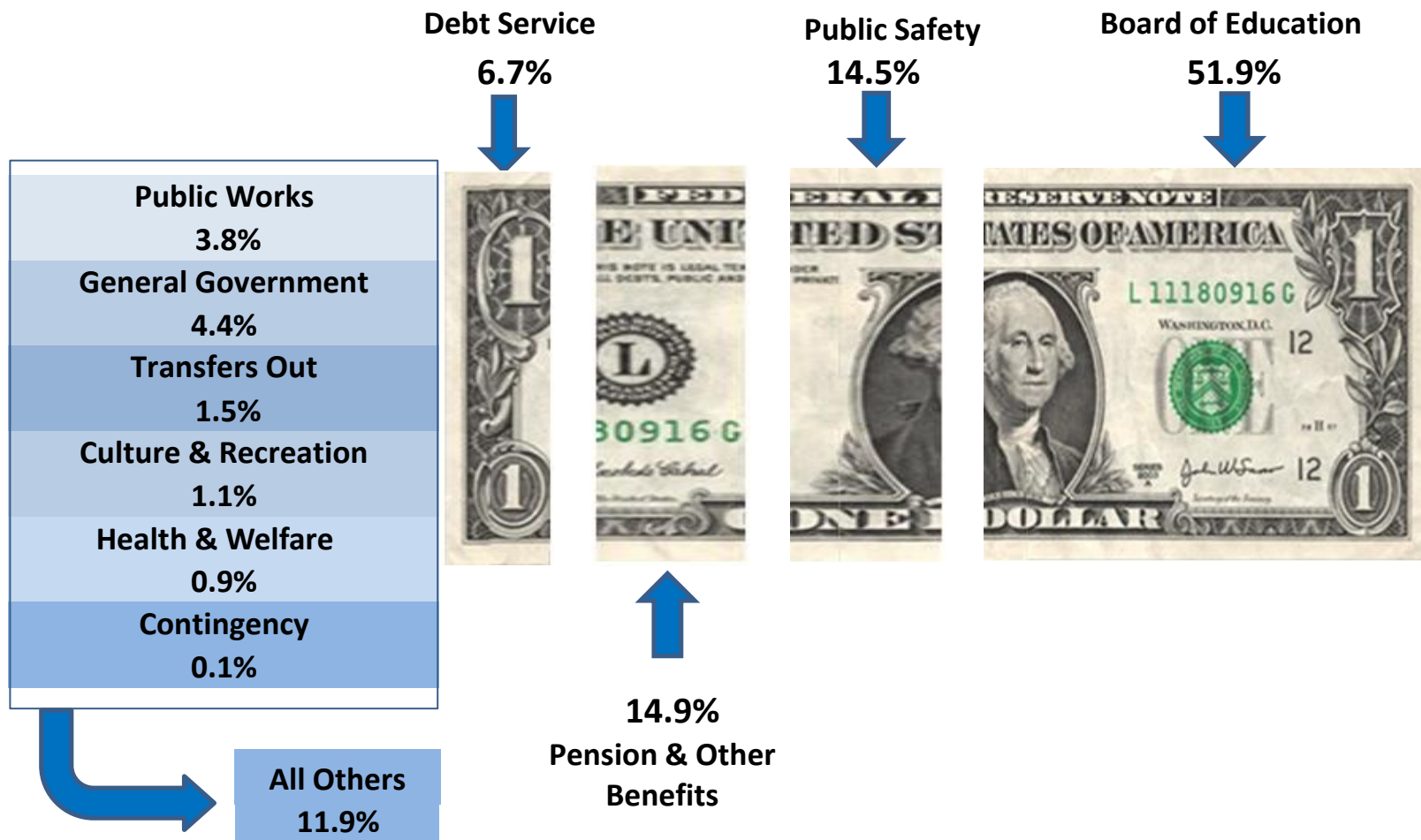
**REAL ESTATE, MOTOR VEHICLE AND PERSONAL PROPERTY**

	<b><u>OCTOBER 1, 2018</u></b>	<b><u>OCTOBER 1, 2019</u></b>	<b><u>CHANGE</u></b>	<b><u>% INCREASE</u></b>
REAL ESTATE	6,709,285,930	6,730,140,562	20,854,632	0.31%
PERSONAL PROPERTY	549,432,662	557,023,419	7,590,757	1.38%
MOTOR VEHICLES	581,840,320	608,059,781	26,219,461	4.51%
<b>TOTALS</b>	<b>7,840,558,912</b>	<b>7,895,223,762</b>	<b>54,664,850</b>	<b>0.70%</b>

**TEN LARGEST TAXPAYERS**

		TAXABLE VALUATION	% of NET TAXABLE	
	<u>BUSINESS</u>	<u>AS OF 10/1/2019</u>	<u>GRAND LIST</u>	
1.	Danbury Mall Associates	Shopping Mall	270,240,100	3.42%
2.	Eversource (CL&P, Yankee Gas)	Public Utility	118,604,840	1.50%
3.	Boehringer Ingelheim	Research , Production	93,509,130	1.18%
4.	Algonquin Gas Transmission LLC	Natural Gas Pipeline	91,219,390	1.16%
5.	Crown Point Gardens	Apartments - 466 Units	66,540,400	0.84%
6.	Hawley,GermanTown Rd,NewTown Rd.	Shopping Center's, Land Developer	64,985,600	0.82%
7.	601 W Abbey Woods LLC	Appartments -470 Units	63,699,800	0.81%
8.	ENTEGRIS	Research , Production	40,270,420	0.51%
9.	Kennedy Flats	Apartments - 374 units	38,824,400	0.49%
10.	Mankind Corp	Research , Production	38,619,640	0.49%
		<b>TOTAL</b>	<b>886,513,720</b>	<b>11.23%</b>

**CITY OF DANBURY - YOUR TAX DOLLAR AT WORK  
2020-2021 ADOPTED BUDGET**





**CITY OF DANBURY  
DEMOGRAPHIC INFORMATION  
POPULATION & DENSITY**

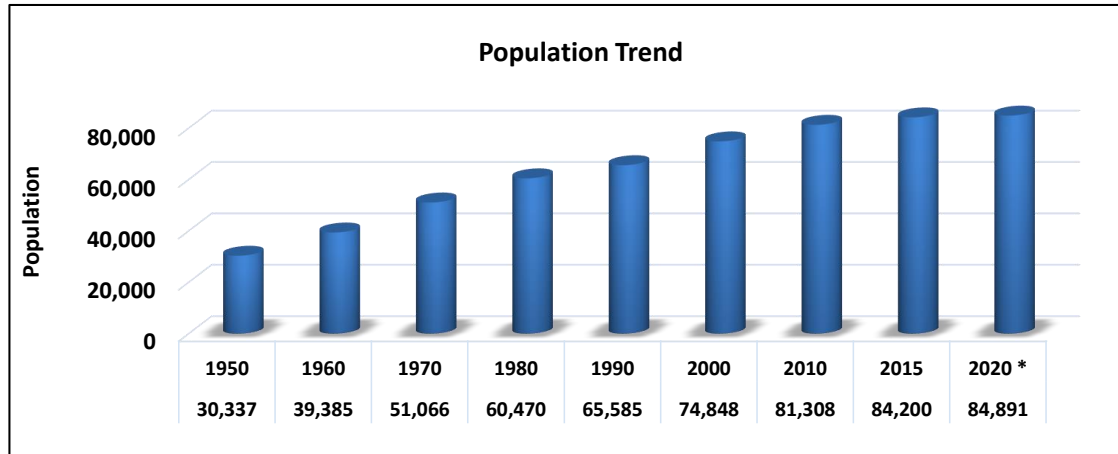
**Demographic Information Population and Density**

Year <sup>(1)</sup>	Population	% Increase	Density <sup>(2)</sup>
1950	30,337	8.7%	724
1960	39,385	29.8%	940
1970	51,066	29.7%	1,219
1980	60,470	18.4%	1,444
1990	65,585	8.5%	1,566
2000	74,848	14.1%	1,787
2010	81,308	8.6%	1,941
2015	84,200	0.6%	2,010
2020	84,891 <sup>(3)</sup>	0.8%	2,027

<sup>(1)</sup> 1950-2010, U.S. Department of Commerce, Bureau of Census

<sup>(2)</sup> Population per square mile: 41.89 square miles (land)

<sup>(3)</sup> Source: (Estimated Population)CTData.org



Source: U.S. Department of Commerce, Bureau of Census,

\* 2020 Projected Population - CTData.org

**CITY OF DANBURY**  
**DEMOGRAPHICS: Age, Education and Income**

**Age Distribution of the Population**

	City of Danbury		State of Connecticut	
	2016	Percent	2016	Percent
Under 5	5,408	6.4%	186,188	5.2%
5 - 9	4,983	5.9	206,536	5.7
10 - 14	4,690	5.5	225,831	6.3
15 - 19	5,835	6.9	249,777	6.9
20 - 24	5,986	7.0	245,849	6.8
25 - 34	12,587	14.8	439,239	12.2
35 - 44	12,709	15.0	433,401	12.1
45 - 54	11,878	14.0	535,611	14.9
55 - 59	5,097	6.0	266,501	7.4
60 - 64	4,478	5.3	229,788	6.4
65 - 74	6,295	7.4	318,515	8.9
75 - 84	3,302	3.9	167,133	4.6
85 years and over	1,751	2.1	90,109	2.5
<b>Total</b>	<b>84,999</b>	<b>100%</b>	<b>3,594,478</b>	<b>100%</b>
<b>Median Age (yrs.)</b>	<b>37.6</b>		<b>40.8</b>	

Source: 2013-2017 American Community Survey 5-Year Estimates

[https://factfinder.census.gov/faces/nav/jsf/pages/community\\_facts.xhtml](https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml)

**Educational Attainment**

	City of Danbury		State of Connecticut	
	Number	Percent	Number	Percent
Less than 9th grade	6,799	5.3%	104,623	1.8%
9th to 12th grade, no diploma	3,675	2.9	137,877	2.3
High school graduate (incl. equiv.)	16,866	13.2	673,582	11.5
Some college, no degree	9,121	7.1	422,535	7.2
Associate's degree	3,561	2.8	188,481	3.2
Bachelor's degree	10,161	8.0	532,055	9.1
Graduate or professional degree	7,488	5.9	421,144	7.2
Bachelor's degree or higher (all ages)	17,649	13.8	953,199	16.2
High school graduate or higher (all ages)	47,197	37.0	2,237,797	38.1
Less than high school graduate	1,164	0.9	38,829	0.7
Some college or associate's degree	4,009	3.1	160,436	2.7
<b>Total</b>	<b>127,690</b>	<b>100%</b>	<b>5,870,558</b>	<b>100%</b>

**Danbury Educational Attainment: % high school graduate or higher 81.8%**

**Connecticut Educational Attainment: % high school graduate or higher 90.2%**

Source: 2013-2017 American Community Survey 5-Year Estimates

<https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

**Income Distribution**

	City of Danbury		State of Connecticut	
	Families	Percent	Families	Percent
Less than \$10,000	694	3.5%	27,787	3.1%
\$10,000 to 14,999	347	1.8	16,143	1.8
\$15,000 to 24,999	968	4.9	41,072	4.6
\$25,000 to 34,999	1,618	8.2	52,218	5.8
\$35,000 to 49,999	2,167	11.0	82,371	9.2
\$50,000 to 74,999	3,682	18.7	134,356	15.0
\$75,000 to 99,999	2,797	14.2	122,244	13.6
\$100,000 to 149,999	3,923	19.9	186,352	20.8
\$150,000 to 199,999	1,569	8.0	100,359	11.2
\$200,000 or more	1,916	9.7	132,765	14.8
<b>Total</b>	<b>19,681</b>	<b>100.0</b>	<b>895,667</b>	<b>100%</b>

Source: 2013-2017 American Community Survey 5-Year Estimates

<https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

**Income Levels**

	City of Danbury	State of CT
Median Per Capita Income, 2017	\$ 32,948	\$42,029
Median Per Capita Income, 2018	\$ 34,512	\$43,056
Median Household Income, 2017	\$ 68,068	\$74,168
Median Household Income, 2018	\$ 71,672	\$72,812

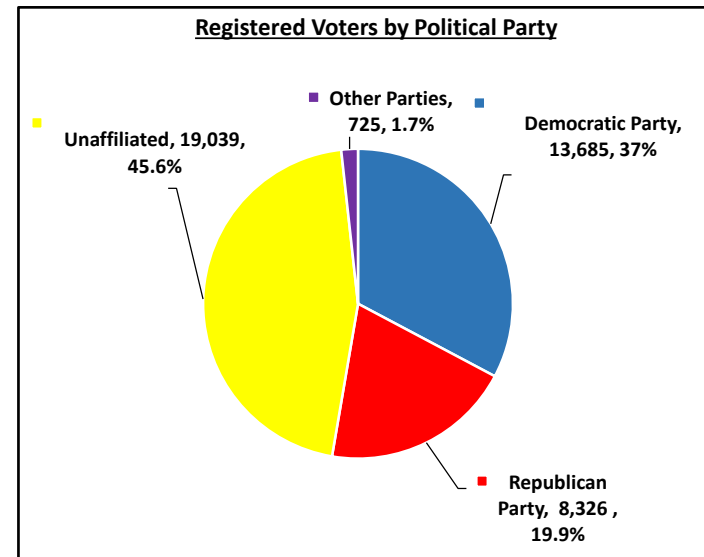
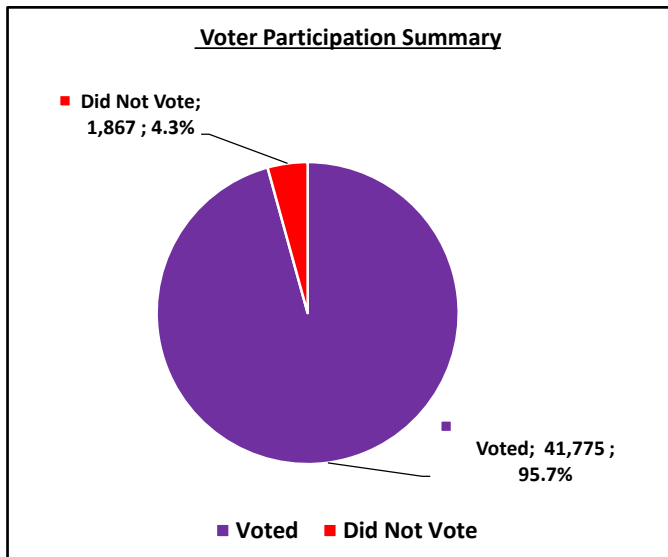
Source: Census ACS 1-year survey & American Community Survey 2018 5-year estimates

<https://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=CF>

**CITY OF DANBURY**  
**VOTER REGISTRATION SUMMARY BY PARTY: As of October 29, 2019**

	Democratic Party	Republican Party	Unaffiliated	Minor Parties	Total Voters Registered
# of Active Registered Voters	13,685	8,326	19,039	725	41,775
# Inactive Registered Voters	550	290	990	37	1,867
Total Registered Voters by Party	14,235	8,616	20,029	762	43,642
% of People Who Voted	96.1%	96.6%	95.1%	95.1%	95.7%
% of People Who Did Not Vote	3.9%	3.4%	4.9%	4.9%	4.3%

*Source: Connecticut Secretary of the State*



NOTE: Unaffiliated voters (and some Democratic voters) voted Republican. Inactive means that registered voter who has not responded to a residence confirmation notice sent by the local Board of Elections. Under certain circumstances, inactive voters may be removed from the voter registration list if they do not confirm or update their registration, and if they do not vote in two consecutive federal elections after they are made inactive.

<p align="center"><b>CITY OF DANBURY</b>  <b>MISCELLANEOUS STATISTICS</b></p>
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Date of Incorporation:	1889
Form of Government:	Mayor/Council
Area:	44 square miles
Present Charter Amended:	November 2009

Roads		Sewer System		Water System	
Miles of Streets	242	Capacity	15.5 MGD	Reservoirs	8
Number of Street Lights	2,925	Pump Stations	20	Capacity	8.1 MGD
Recreational Areas					
		<u>Acres of Designated Parks</u>		<u>1,650</u>	
Bear Mountain Park	140 acres	Joseph Sauer Memorial Park	2 acres	Rogers Park Playground	1 acre
Blind Brook Playground	.5 acre	Kennedy Park	1 acre	Rogers Park Pond	7 acres
Danbury Green	1 acre	Lake Candlewood Park	11 acres	Rowan Street Playground	3 acres
Elmwood Park	2 acres	Lake Kenosia Park	25 acres	Stephen A. Kaplanis Field	5.5 acres
Farrington Open Space	192 acres	Mill Plain Swamp	34 acres	Still River Greenway	35 acres
Hatters Community Park	32 acres	Old Quarry Nature Center	40 acres	Tarrywile Park	722 acres
Highland Playground	8 acres	Richter Park	230 acres	Tom West Park	.5 acre
John Perry Field	3 acres	Rogers Park	56 acres	Dog Park	5 acres
Education (FY 20/21 Projected)		Police Protection		Fire Protection	
High Schools (Grades 9-12)	2	Number of Stations	1	Number of Stations	18
Students	3,270	Number of Uniformed Officers	156	# of Uniformed Employees	120
Middle Schools (Grades 6-8)	3	Non-Uniformed Employees	10	Number of Volunteers	115
Students	2,724			Non Uniformed Employees	2
Elementary Schools (Grades PK-5)	13			Pieces of Equipment	56
Students	5,640				
<b>Total Students</b>	<b>11,634</b>	Library			
		Number of Branches	1		
		Number of Volumes	109,000		
<b>Total Staff</b>	<b>1,328.64</b>	Residents with Library Cards	28,000		

<p style="text-align: center;"><b>CITY OF DANBURY</b></p> <p style="text-align: center;"><b>BARGAINING GROUPS and MAJOR EMPLOYERS</b></p>
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<p style="text-align: center;"><b>BARGAINING GROUPS</b></p>
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**Board of Education Groups**

Non Bargaining Employees	58	N/A
DSAA - School Administrators	45	6/30/2022
NEA Teachers	965	6/30/2020
Local 677 Teamsters Custodians	74	6/30/2022
CSEA Paraprofessionals	473	6/30/2022
School Nurses Association	29	6/30/2020
Local 677 Teamsters School Lunch	76	6/30/2021
Danbury Association of School Secretaries	86	6/30/2021
Safety Advocates	28	6/30/2021
<b>TOTAL</b>	<b>1,834</b>	

**City Groups**

<sup>1</sup> Danbury Police Union, Hat City Local, CACP	154	6/30/2021
UPSEIU (formerly DMEA) Municipal Employees	96	6/30/2020
Local 677 Teamsters	109	6/30/2020
Local 801 AFL CIO Firefighters	118	6/30/2020
Non-Bargaining Employees	77	N/A
<b>TOTAL</b>	<b>554</b>	

<sup>1</sup> Includes two canine control officers.

<p style="text-align: center;"><b>MAJOR EMPLOYERS</b></p>
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<u>Name</u>	<u>Approx. # of Employees</u>
Western Ct Health Network - Danbury	3,300
Boehringer-Ingelheim Pharmaceuticals	2,500
Danbury School Systems	2,400
Cartus (formerly Cendant Mobility)	1,300
IQVIA Holdings – Data Processing	1,040
Western CT State University	650
Praxair, Inc.	602
City of Danbury	554
UTC B. F. Goodrich	550
Pitney Bowes	315

Source: Office of the Mayor

## GLOSSARY of TERMS

### ACRONYMS

<u>ACRONYM</u>	<u>TERM</u>	<u>DEFINITION</u>
ADEC	Actuarially Determined Employer Contribution	The amount actuarially calculated each year that is required to be contributed by an employer to a pension or other post-employment plan's pool of assets in order to ensure there will be enough funds to pay promised pension benefits
BANS	Bond Anticipation Notes	Bond Anticipation Notes are short-term, interest bearing notes issued by a government in anticipation of bonds to be issued at a later date.
CAFR	Comprehensive Annual Financial Report	The Comprehensive Annual Financial Report is the official annual financial report of a government. It includes introductory material, Management's Discussion & Analysis, City's financial statements, and supporting schedules to demonstrate legal compliance and statistical information.
CIP	Capital Improvement Plan	The City's long range (6 year) plan for proposed capital expenditures to be incurred each year. It sets forth each project and specifies the estimated resources available to finance the expenditures. The City Charter mandates a capital budget for the ensuing year and for the five fiscal years thereafter. The CIP must be approved by the City's Planning Commission by February 15. The Capital Budget is not part of the City's annual operating budget.
CT DEEP	Connecticut Department of Energy and Environmental Protection	CT DEEP trains officers and oversees the Candlewood Lake Authority's operations. The Authority outfits and provides a Marine Patrol on the lake who are empowered to enforce many of the CT Boating Laws per their agreement with CT DEEP.
FTE	Full Time Equivalent	FTE is defined by the Government Accountability Office (GAO) as the number of total hours worked divided by the maximum number of compensable hours in a full-time schedule as defined by law. Full-time equivalent is a unit that indicates the workload of an employed person in a way that makes workloads or class loads comparable across various contexts. FTE is often used to measure a worker's or student's involvement in a project, or to track cost reductions in an organization..
GAAP	Generally Accepted Accounting Principles	Uniform minimum standards and guidelines for financial accounting and reporting.
GASB	Governmental Accounting Standards Board	The authoritative accounting and financial reporting standard setting body for government entities.

## GLOSSARY of TERMS

GFOA	Government Finance Officers Association	A national association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. Its goal is to provide practical guidance to accounting and auditing professionals.
HART	Housatonic Area Regional Transit	Greater Danbury's public transportation provider. HART currently operates a 15 Route bus system and operates both local and shuttle bus services to 11 municipalities.
LoCIP	Local Capital Improvement Program	State of Connecticut program which provides funds to municipalities for eligible local projects, such as road and sidewalk repairs, bridges, dams, sewer and water projects, public park improvements and renovations to public buildings.
MOA	Memorandum of Agreement	A memorandum of agreement (MOA) is a written document describing a cooperative relationship between two parties wishing to work together on a project or to meet an agreed upon objective. An MOA serves as a legal document and describes the terms and details of the partnership agreement.
MS4	Municipal Separate Storm Sewer Systems	The regulatory definition of an MS4 is provided below. According to 40 CFR 122.26(b)(8), "municipal separate storm sewer means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains)
NIC	Net Interest Cost	A method to calculate a bond issuer's interest cost. The net interest cost (NIC) does not take into account the time value of money. The NIC is equal to the total interest payments plus discount (or minus premium), divided by the number of bond years.
OFU	Other Financing Uses	A decrease in the General Fund's resources not classified as expenditures. GAAP limits the use of this category to certain specified situations. A component of OFU is "transfers out". Transfers out are transactions between funds paid to the fund from another fund within of the municipality.
OPEB	Other Post-Employment Benefits	OPEB are Post-employment benefits (such as health benefits) provided by an employer to plan participants, beneficiaries and covered dependents through a plan that is separate from a plan to provide retirement income.
S.A.V.E.	Seniors Adding Valuable Experience	This program allows seniors to qualify for a property tax credit through community service in Danbury.
WestCOG	Western Connecticut Council of Governments	The Western Connecticut Council of Governments (WestCOG) consists of 18 member towns. It is dedicated to preserving and improving the quality of life and economic vitality in western Connecticut. WestCOG works on topical areas such as

## GLOSSARY of TERMS

	(Formerly Housatonic Valley Council of Elected Officials)	transportation, housing, community development, environment and open space while providing technical and planning assistance and expertise. WestCOG provides a forum for municipalities to communicate and collaborate in addressing inter-municipal issues and needs.
WPCP	Water Pollution Control Plant	WPCP provides wastewater treatment for Danbury, Bethel, Brookfield, Ridgefield, and Newtown New Fairfield, Redding, and Bridgewater, and out of region towns.



## GLOSSARY of TERMS

### DEFINITIONS

#### A

##### **ACCOUNTS PAYABLE**

A short-term liability account reflecting amounts owed to individuals or organizations for goods and services received by a Government.

##### **ACCOUNTS RECEIVABLE**

An asset account reflecting amounts due from private persons or organizations for goods and services furnished by a government (but not including amounts due from other funds or other governments).

##### **ACCRUAL BASIS OF ACCOUNTING**

The method of accounting in which transactions are recorded at the time they are earned or incurred, as opposed to when the cash is received or spent.

##### **ACTUARIAL BASIS**

A basis used in computing the amount of contributions to be made periodically to a fund or account so that the total contributions, plus the compounded earnings thereon, will equal the required payments to be made out of the fund account.

##### **ADEC (Actuarially Determined Employer Contribution)**

The amount actuarially calculated each year that is required to be contributed by an employer to a pension or other post-employment plan's pool of assets in order to ensure there will be enough funds to pay promised pension benefits

##### **ADOPTED BUDGET**

The annual operating budget for the fiscal year approved by the City Council. City Charter mandates that the City Council must approve the budget no later than May 15.

##### **AMORTIZATION**

The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

##### **ANNUAL REPORT**

A non-financial report that outlines the accomplishments and developments of the City departments over the past year. The report is published as an insert in the News-Times.

##### **APPROPRIATION**

A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

##### **ARBITRATION**

A technique for the resolution of disputes outside the courts, where a third party reviews the evidence in the case and imposes a decision that is legally binding on both sides and enforceable in the courts.

## GLOSSARY of TERMS

### **ASSESSED VALUATION**

A valuation set upon real estate or other property by a government as a basis for levying taxes. Pursuant to Connecticut statutes, values are assessed at seventy percent (70%), except motor vehicles, which are assessed at average trade-in.

### **AUDIT**

A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements. It is also a procedure for evaluating whether management has efficiently and effectively carried out its responsibilities. The auditor obtains the evidential matter through observation, inspection, inquiries and confirmations with third parties.

### **AUDIT COMMITTEE**

Three members of the City Council appointed by the Mayor and having specific responsibility for addressing all issues related to the independent audit of the City's financial statements.

### **AUTHORITY**

A government or public agency created to perform a single function or a restricted group of related activities. Usually, such units are financed from service charges, fees and tolls and may be completely independent of other governments or be partially dependent upon other governments for its financing.

## **B**

### **BALANCED BUDGET POLICY**

The City of Danbury is required to present and maintain a balanced budget, which occurs when the sum of estimated net revenues and appropriated fund balance and transfers is equal to appropriations.

Pursuant to the City's Balance Budget Policy, the City of Danbury strives to develop and maintain structurally balanced budgets for all operating funds. The Policy states: "budgets will be balanced not just simply on a statutory basis where total budgeted revenues equal total budgeted expenditures. Rather operating budgets will be balanced on a true structural and sustainable basis where recurring revenues will exceed recurring expenditures on an annual basis.

### **BANS (Bond Anticipation Notes)**

Bond Anticipation Notes are short-term, interest bearing notes issued by a government in anticipation of bonds to be issued at a later date.

### **BASIS OF ACCOUNTING**

A term used to refer to when revenues, expenditures, expenses and transfers, and the related assets and liabilities, are recognized in the accounts and reported in the financial statements.

### **BONDS AUTHORIZED AND UNISSUED**

Bonds that have been authorized legally but not issued and that can be issued and sold without further authorization.

### **BOND REFUNDING**

The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

## GLOSSARY of TERMS

### **BUDGET**

An annual plan of financial operation embodying an estimate of proposed expenditures for the fiscal year and the proposed means of financing them.

### **BUDGET CALENDAR**

The schedule of key dates or milestones which the City Departments follow in the preparation, adoption and administration of the budget.

### **BUDGET DOCUMENT**

The instrument used by the budget-making authority to present a comprehensive financial program to the City Council.

### **BUDGET MESSAGE**

A general discussion of the proposed and adopted budgets as presented in writing by the Mayor to the City Council and the citizens of Danbury.

## C

### **CAFR (Comprehensive Annual Financial Report)**

The Comprehensive Annual Financial Report is the official annual financial report of a government. It includes introductory material, Management's Discussion & Analysis, City's financial statements, and supporting schedules to demonstrate legal compliance and statistical information.

### **CAPITAL EXPENDITURE**

Funds used by a company to acquire or upgrade physical assets such as property, industrial buildings or equipment. It is often used to undertake new projects or investments by the firm.

### **CAPITAL PROJECT**

A project which constitutes an expense of a minimum of \$25,000 and a useful life of 5 years or more.

### **CHARGES TO USERS**

An amount levied against users of a service provided by the City (e.g., sewer and water charges).

### **CIP (Capital Improvement Plan)**

The City's long range (6 year) plan for proposed capital expenditures to be incurred each year. It sets forth each project and specifies the estimated resources available to finance the expenditures. The City Charter mandates a capital budget for the ensuing year and for the five fiscal years thereafter. The CIP must be approved by the City's Planning Commission by February 15. The Capital Budget is not part of the City's annual operating budget.

### **CITY COUNCIL**

The legislative body for the City of Danbury. The Council consists of 21 members, 2 from each of 7 wards and 7 at-large, all of whom serve a term of 2 years.

### **COLLECTIVE BARGAINING AGREEMENT**

A consent between the City of Danbury and the various employee bargaining groups, which defines working conditions, salary and benefits, and job categories.

## GLOSSARY of TERMS

### **COMMUNITY SERVICES**

Community Services lists the non-profit organizations that have partnered with the City in providing much needed services for the community that would likely have been provided by the City Government but at a much higher cost to taxpayers if such an arrangement did not exist.

### **CONTINGENCY**

Monies set aside in the annual operating budget to provide for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

### **CONTINUING APPROPRIATION**

An appropriation that, once established, is automatically renewed without further legislative action, until altered or revoked.

### **CREDIT RATING**

A rating set by an independent agency, which reflects an entity's ability to repay debt resulting from the sale of bonds. Moody's Investor Service, Standard and Poors Corporation and Fitch Investor Service are the three major rating agencies in the United States.

### **CT DEEP - CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION**

CT DEEP trains officers and oversees the Candlewood Lake Authority's operations. The Authority outfits and provides a Marine Patrol on the lake who are empowered to enforce many of the CT Boating Laws per their agreement with CT DEEP.

## **D**

### **DEBT MANAGEMENT POLICY**

The primary policy objectives are to establish conditions and target benchmark ratios for the use of debt, minimize the City's net debt service and issuance costs, achieve the highest practical credit rating and provide timely and accurate financial disclosure.

### **DEBT RATIOS**

Comparative statistics illustrating the relation between the City's outstanding debt and such factors as its tax base, income or population. These ratios often are used as part of the process of determining the credit ratings of an issue, especially with general obligation bonds.

### **DEBT SERVICE FUND**

A separate fund which is the total of principal and interest paid annually on all the municipality's long-term bonds, notes and leases. It does not include debt payments made by Proprietary Fund types. The City will be introducing this new fund into the FY17 Budget.

### **DEFERRED ASSESSMENT**

The City Charter allows a deferral of a tax assessment for up to 7 years for construction activity that enhances economic development.

## GLOSSARY of TERMS

### **DEFERRED COMPENSATION PLAN (457(b))**

Retirement plan which gives employees the opportunity to defer receipt of a portion of their salary on a pre-tax basis. The Internal Revenue Code authorizes local governments to provide a deferred compensation plan for its employees. Mass Mutual is the sole provider for the City's (457(b)) deferred compensation plan.

### **DEFINED BENEFIT PLAN**

A pension plan having terms that specify the amount of pension benefits to be provided at a future date or after a certain period of time. The amount specified is usually a function of one or more factors, such as age, years of service, and compensation.

### **DEFINED CONTRIBUTION PLAN**

A pension plan having terms that specify how contributions to a plan member's account are to be determined, rather than the amount of retirement income the member is to receive. The amount received will depend on the amount contributed to the member's account, earnings on investments, and forfeitures of contributions made for other members that may be allocated to the member's account.

### **DELINQUENT TAXES**

Taxes remaining unpaid on and after the date to which a penalty for non-payment is attached.

### **DEPARTMENT**

A group which is comprised of a specific operation within a functional area. City **Departments** may contain one or more associated Departments.

### **DEPRECIATION**

The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

## **E**

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### **EMPLOYEE SERVICE BENEFITS**

Funds which may be used to pay longevity, salary increases for non-union employees, vacant positions, and contractual sick leave payouts.

### **ENCUMBRANCE**

Commitment of funds to be used for goods and services not yet delivered. Funds are usually reserved or set aside upon execution of a contractual agreement.

### **ENTERPRISE FUNDS**

Proprietary fund types used to report an activity for which a fee is charged to external users for goods or service, i.e. Ambulance, Internal Service, Sewer and Water Funds.

### **EXEMPT PROPERTIES**

Properties of religious, educational, governmental, or charitable organizations not subject to taxation.

## GLOSSARY of TERMS

### **EXEMPTION**

A deduction to a real or personal property assessment authorized by statute.

### **EXPENDITURE**

A payment, or an incurred liability to make a payment, for an asset or an expense.

## **F**

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### **FIDUCIARY FUNDS**

Funds used to report assets held in a trustee or agency capacity for others which cannot be used to support a government's own purpose. Funds in this category include pension (and other employee benefit) trust funds, private purpose trust funds, and agency funds.

### **FISCAL YEAR**

A 12- month period to which the annual operating budget applies and at the end of which the City determines its financial position and the results of its operation. The fiscal year for the City of Danbury is from July 1 to June 30.

### **FIXED ASSETS**

Long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment, and significant/permanent improvements other than buildings and land.

### **FUND**

A fiscal and accounting entity with a self-balancing set of accounts.

### **FUND ACCOUNTING**

An accounting practice which segregates assets and related liabilities and residual equities for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations and which operates as a separate fiscal entity with a self-balancing set of accounts.

### **FUND BALANCE (FUND EQUITY)**

The difference between governmental fund assets and liabilities also referred to as fund equity.

## **G**

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### **GAAP (Generally Accepted Accounting Principles)**

Uniform minimum standards and guidelines for financial accounting and reporting.

### **GASB (Governmental Accounting Standards Board)**

The authoritative accounting and financial reporting standard setting body for government entities.

## GLOSSARY of TERMS

### **GASB #45**

Governmental Standard Accounting Board Statement No. 45 relating to Other Post-Employment Benefits (**OPEB**). GASB 45 applies the accounting, actuarial, and reporting requirements used for pension fund assets and liabilities to health benefits for eligible participants who may be current, former or retired employees.

### **GASB #54**

Governmental Accounting Standards Board Statement No. 54 relating to Fund Balance Reporting and Governmental Fund Type Definitions. The objective of GASB #54 is to provide clearer fund balance classifications that can be more consistently applied and clarify the existing governmental fund type definitions.

The Statement also provides for additional classifications such as restricted, committed, assigned and unassigned based on the relative strength of the constraints that control how specific amounts can be spent.

The **restricted** fund balance includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers or through enabling legislation.

The **committed** fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority.

The **assigned** fund balance includes amounts intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

**Unassigned** fund balance is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

### **GENERAL FUND**

The General Fund is the general operating fund of the City government. This fund accounts for all financial resources except those required to be accounted for in another fund.

### **GENERAL OBLIGATION BONDS**

Bonds for which payment is backed by the full faith and credit of government and is considered payable from taxes and other general revenues.

### **GFOA (Government Finance Officers Association)**

A national association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. Its goal is to provide practical guidance to accounting and auditing professionals serving State and local government. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored awards programs for budgeting and financial reporting since 1946.

### **GOVERNMENTAL FUNDS**

Governmental funds (25 funds) are used to finance the vast majority of the City's activities, including the General Fund, the Special Revenue Fund and Capital Projects Fund.

## GLOSSARY of TERMS

### **GRAND LIST (gross)**

The official list of the total assessed value of real estate, personal property and motor vehicles within City boundaries. The taxes are determined October 1 for the ensuing fiscal year in which they are due.

### **GRAND LIST (net)**

The net grand list is the assessed value of all taxable property in a municipality net of exemptions allowed under state statutes as of October 1.

### **GRANT AGENCY**

Any private, non-profit agency, which receives funding from the City to provide services to its residents.

## **H**

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### **HART**

HART is an acronym for Housatonic Area Regional Transit which is Greater Danbury's public transportation provider. HART currently operates a 15 Route bus system and operates both local and shuttle bus services to 11 municipalities.

## **I**

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### **INDIRECT REVENUE**

Any revenues received by the City other than from property tax (tax revenues).

### **INTERFUND TRANSFER**

Payments from one administrative budget to another, which result in the recording of a receipt and an expenditure.

### **INTERNAL SERVICE FUNDS**

Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments or agencies of the primary government and its component units, or on a cost reimbursement basis.

### **INTERGOVERNMENTAL REVENUES**

Revenues from other governments in the form of grants, entitlements, shared revenues or payment in lieu of taxes.

### **INVESTMENT POLICY STATEMENT**

Pursuant to the recommendations of GFOA (Government Finance Officers Association) to follow "Best Practices" for municipal governments, the City adopted a *Statement of Investment Policies and Guidelines for Cash Management*.

Investment Policy which provide for additional investing guidelines; defines the purpose and overall objectives of the investments; establishing new internal controls/monitoring procedures; and additional oversight.



## GLOSSARY of TERMS

### J

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#### **JUDGMENT**

An amount to be paid or collected by a government as the result of a court decision including a condemnation award in payment for private property taken for public use.

### L

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#### **LEASE/PURCHASE AGREEMENTS**

Contractual agreements that are termed leases but that in substance are purchase contracts.

#### **LIABILITIES**

Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

#### **LINE ITEM**

Also called an account. A specific expenditure or revenue category within a departmental budget, e.g., postage, electric, travel, or fuel.

#### **LoCIP (Local Capital Improvement Program)**

State of Connecticut program which provides funds to municipalities for eligible local projects, such as road and sidewalk repairs, bridges, dams, sewer and water projects, public park improvements and renovations to public buildings.

#### **LOGIC MODEL**

A learning and improvement tool that will help department heads to focus on what they want to accomplish and how they will reach their goals.

#### **LONG-TERM DEBT**

This includes long-term liabilities associated with governmental activities. Items included under the long-term debt category are bonds and notes, for which the municipality has pledged its full faith and credit, and capital lease obligations.

### M

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#### **MAJOR FUND**

Major Funds consist of the General Fund and Miscellaneous Special Revenue Fund, Vision 2020 and the Roads Fund.

#### **MAYOR'S CAPITAL PLAN**

The capital expenditure plan which is the first year of the City's Capital Improvement Plan.

#### **MAYOR'S PROPOSED OPERATING BUDGET**

The operating budget for the ensuing fiscal year presented to the City Council by the Mayor outlining the financial policy of the City government, providing estimates of revenue and itemized estimates of expenses and the Mayor's recommendation for the amounts to be appropriated. City Charter mandates that the budget be presented no later than April 7.

## GLOSSARY of TERMS

### **MILL RATE**

The mill rate is the rate of taxation levied on property subject to taxation under Connecticut General Statutes. One mill is equal to 1/1000 of a dollar of assessed value. For example, a tax rate of 20 mills is equivalent to \$20 per \$1,000 of assessed value.

### **MISCELLANEOUS APPROPRIATION ADJUSTMENT**

Adjustments required under GAAP as part of the City's year-end closing procedure.

### **MOA – MEMORANDUM OF AGREEMENT**

A memorandum of agreement (MOA) is a written document describing a cooperative relationship between two parties wishing to work together on a project or to meet an agreed upon objective. An MOA serves as a legal document and describes the terms and details of the partnership agreement.

### **MODIFIED ACCRUAL ACCOUNTING**

A basis of accounting in which revenues are recorded when collected and expenditures are recorded when encumbered.

## **N**

### **NET BONDED DEBT**

Gross bonded debt less any cash or other assets available and earmarked for its retirement and less all self-supporting debt (e.g., revenue bonds).

### **NET INTEREST COST (NIC)**

A method used to calculate a bond issuer's interest cost. The net interest cost (**NIC**) does not take into account the time value of money. The NIC is equal to the total interest payments plus discount (or minus premium), divided by the number of bond years.

## **O**

### **OPEB (Other Post-Employment Benefits) funding Policy**

OPEB are Post-employment benefits provided by an employer to plan participants, beneficiaries and covered dependents through a plan that is separate from a plan to provide retirement income.

With the implementation of GASB 45 accounting requirements, local governments are now required to report the existing obligations for postemployment benefits other than pensions, (**OPEB**).

Consequently, the City of Danbury has adopted an OPEB funding Policy which establishes a funding plan that will fund the OPEB Liability by at least 50% within 30 years by making Incremental increases of 5% over the annual pay-as-you-go funding levels.

### **OPERATING BUDGET**

A plan of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

## GLOSSARY of TERMS

### **OPERATING RESULT**

The amount by which actual revenues varied from budgeted revenues and actual expenditures varied from budgeted expenditures, aggregated in total, during a fiscal period.

### **OPERATING TRANSFERS**

Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

### **ORDINANCE**

A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Ordinarily, the statutes or charter will specify or imply those legislative actions that must be by ordinance and those that may be by resolution. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

### **OTHER FINANCING SOURCES**

An increase in the General Fund's resources not classified as revenues. GAAP limits the use of this category to certain specified situations. A component of OFS is "transfers in". Transfers In are transactions between funds received by the fund from another fund within of the municipality.

### **OTHER FINANCING USES (OFU)**

A decrease in the General Fund's resources not classified as expenditures. GAAP limits the use of this category to certain specified situations. A component of **OFU** is "transfers out". Transfers out are transactions between funds paid to the fund from another fund within of the municipality.

## **P**

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### **PERFORMANCE MEASUREMENT**

An indication of what a program or service is accomplishing and whether results are being achieved.

### **PILOT**

An acronym for "payment in lieu of taxes". These payments represent a partial reimbursement for foregone property tax revenues from State owned property and hospitals, tax relief for the elderly and tax exemptions for veterans.

### **PROPERTY TAX**

A tax levied on the value of real property set annually by the City Council to fund general government expenditures. The property tax is expressed as a dollar value per \$1,000 of assessed valuation.

### **PROPRIETARY FUND**

Proprietary Funds are one of the three (3) categories of funds. These funds consist of the Ambulance, Water and Sewer Funds, which account for activities related to the provision of emergency medical services, water services and wastewater treatment.

## GLOSSARY of TERMS

### Q

#### **Q-ALERT**

A software system used to track the action on requests submitted through City Line 311 or the City's website. Requests are tracked from submission to completion. The system also provides data and reports to aid managers in analyzing trends in requests and timeliness and effectiveness of service.

### R

#### **RECURRING COSTS**

Expenditures occurring on an annual basis. Included in this category are FICA taxes, Insurance, Pension Benefits, Worker's Compensation, State Unemployment Compensation, Employee Service Benefit, Employee Health and Life Insurance and Union Welfare.

#### **REFUNDING BONDS**

Bonds issued at a lower interest rate to retire higher interest rate bonds already outstanding.

#### **RESERVE**

An account which indicates that a portion of a fund's balance is legally restricted for a specific purpose and is not available for general expenditure.

#### **RESOLUTION**

A special temporary order of a legislative body; an order of legislative body requiring less legal formality than an ordinance or statute.

#### **REVALUATION**

The reappraisal of all real estate in the City to achieve uniformity in property valuations and ensure all property owners are paying their proportionate share of taxes. Connecticut State Statutes mandate a revaluation every 5 years. The City's next revaluation is scheduled to be effective October 1, 2022.

#### **REVENUE**

Funds the government receives as income, excluding "other financing sources". Such funds may be tax payments, fines, grants or interest income.

#### **REVENUE BONDS**

Bonds usually sold for constructing a project which will produce revenue for the government and whose principal and interest are paid from this revenue.

#### **RISK MANAGEMENT**

All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur.

## GLOSSARY of TERMS

### S

#### **S.A.V.E.**

An acronym for “**Seniors Adding Valuable Experience**”. This program allows seniors to qualify for a property tax credit through community service in Danbury.

#### **SELF-INSURANCE**

The retention of a risk of loss arising out of the ownership of property or from some other case, instead of transferring that risk to an independent third party through the purchase of an insurance policy.

#### **SHORT-TERM DEBT**

Debt with a maturity of one year or less after the date of issuance.

#### **SPECIAL REVENUE FUND**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### **STATUTE**

A written law enacted by a duly organized and constituted legislative body.

### T

#### **TAX APPEAL**

Taxpayers who disagree with the assessed value of their property can appeal their assessments to the Board of Assessment and Appeal for relief. Taxpayers may take their appeals to court if their efforts at the Board of Assessment and Appeal are unsuccessful.

#### **TAX COLLECTION RATE**

The amount of taxes collected compared to the total taxes levied in a given fiscal year.

#### **TAX LEVY**

The total amount of taxes imposed by a government to finance services performed for the common benefit.

#### **TAX LIENS**

Claims governments have upon properties until the taxes levied against them have been paid. This term is sometimes limited to those delinquent taxes the government has taken legal action to collect through the filing of liens.

#### **TAX REVENUES**

Moneys received from the assessment of real estate, personal property, and motor vehicles within the City of Danbury.

#### **TRANSFERS**

Movement of funds from one distinct accounting entity to another.

## GLOSSARY of TERMS

### **TRUST FUNDS**

Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds.

## **U**

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### **UNENCUMBERED BALANCE**

The amount of funds which is neither expended nor reserved, but is still available for future purchases.

## **W**

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### **WESTCOG**

Western Connecticut Council of Governments, (formerly Housatonic Valley Council of Elected Officials), consists of 18 member towns. It is dedicated to preserving and improving the quality of life and economic vitality in western Connecticut. WestCOG works on topical areas such as transportation, housing, community development, environment and open space while providing technical and planning assistance and expertise. WestCOG provides a forum for municipalities to communicate and collaborate in addressing inter-municipal issues and needs.