

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING AGENDA**

Online & 2 Lincoln St.
Essex Junction, VT 05452
**Wednesday, February 11, 2026
6:30 PM**

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www.essexjunction.org

Phone: (802) 878-6944

This meeting will be in-person at the Municipal Offices located at 2 Lincoln Street and available remotely. Options to watch or join the meeting remotely:

- **WATCH:** the meeting will be live streamed on [Town Meeting TV](#)
- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 944 6429 7825; Passcode: 635787

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public
5. **PUBLIC HEARING**
 - a. Public Hearing on FY27 Proposed General Fund Operating and Capital Budgets
6. **BUSINESS ITEMS**
 - a. Discussion and Consideration of the FY27 General Fund Budget and Capital Program Budgets [15 Minutes]
 - b. Rebranding Final Design Approval [15 Minutes]
 - c. Recreation Advisory Committee Brief to Council [10 Minutes]
 - d. Recreation and Parks Director Department Head Brief to Council with Program Director – Older Adults [10 Minutes]
 - e. Discussion and Consideration of Pearl Street Additional Pedestrian Crossing [10 Minutes]
 - f. Discussion and Consideration of Park Street Bike Lane [15 Minutes]
 - g. Discussion and Consideration of Land Development Code Fee Schedule Adjustments [10 Minutes]
7. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: 1/21/26; 1/28/26; 1/31/26
 - b. Approve Green Mountain Transit's Request to Approve Amendment to Formula for Apportionment for ADA Paratransit Service
 - c. Approve PVR-4155 Certificate No Appeal or Suit Pending
 - d. Approve Banner Application for Burlington Gem and Mineral Club
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Check Warrant #24104 1/23/26
 - b. January Financial Reports
 - c. Regional Boards and Committees Minutes Memo
 - d. Chittenden Solid Waste District FY25 Annual Report
 - e. 2025 CATMA Annual Report
 - f. Tree Farm Management Group Minutes 1/12/26
 - g. Brownell Library Trustees Minutes 1/20/26
 - h. Police Community Advisory Board Minutes 1/20/26
 - i. Tree Advisory Committee Minutes 1/27/26

10. **EXECUTIVE SESSION**
Not Anticipated

11. **ADJOURN**

Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the President. Regarding zoom participants, if individuals interrupt, they will be muted; and if they interrupt a second time they will be removed. This agenda is available in alternative formats upon request. Meetings of the City Council, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.

**Upcoming City Council Meetings
(Meeting Dates are Subject to Change)
(* denotes special meeting or date change)**

February 25, 2026	April 15, 2026	June 10, 2026
March 11, 2026	April 29, 2026	June 24, 2026
*March 23, 2026	May 13, 2026	July 8, 2026
March 25, 2026	May 27, 2026	July 22, 2026

**City Council Rules for Public Participation
City of Essex Junction**

Vermont's Open Meeting Law protects the public's right to attend and participate in meetings of local public bodies, but the purpose and function of these meetings is for the public body to do the work of the public; they are not meetings of the public (i.e., public forums). Consequently, these rules are necessary to manage the public's participation to ensure an environment in which the public feels safe to express their views on matters considered by the public body while minimizing disruptions so that the public body can get its work done. The full City Council Rules of Procedures for Meetings can be found here: www.essexjunction.org/codes/policies.

1. Please raise your hand to speak, whether in person or attending virtually.
2. You may only speak after you have been recognized by the president.
3. Before speaking, please state your name and address for the record.
4. All remarks must be addressed to the president.
5. Comments must be germane to the agenda item being addressed.
6. Comments under "Public to be Heard" must pertain to the business of the public body.
7. Repetitive and irrelevant comments are not allowed.
8. Please wait your turn; do not interrupt others.
9. Each person will be limited to two minutes of comment. This time may be extended only by permission of the president. The balance of time not used by each person will expire and cannot be reserved or yielded to another.
10. Each person may only speak once on the same agenda item, time permitting, with the consent of the president.
11. Those yet to be heard will be given priority over those who have already spoken.
12. You do not have the right to vote on agenda items.
13. Please obey orders and rulings of the president.
14. Keep your cool. Disruptive people will be asked to leave and removed if necessary.
15. Listen well, pay attention, and participate.

FY27 City of Essex Junction

Proposed Budget Transmittal

The Budget

Following the Council's January 28th meeting, staff made one update to the budget as requested by Council and one update received from the Chittenden County Clerk. This transmittal includes the following:

1. An overview of the amended proposed FY27 budget with changes since January 28th as detailed below.
2. Next Steps

FY27 Proposed Budget Overview:

FY27 will be the fourth City budget, and we have the benefit of two full years of actuals (FY24 & FY25). The City Council asked staff to try to produce a budget as close to a 3% increase as possible and asked for a second budget at 5%. On Budget Day, staff presented a budget with a 4.2% or \$526,192 increase on the expense side of the general fund and 4.4% increase on the tax levy which represents a \$124 property tax increase on a \$280K property. Also presented were preliminary utility rates for the enterprise funds.

General Fund: The amended proposed FY27 City General Fund (GF) budget presented here is an increase of \$30,000 from the amended budget presented on January 28th; though still lower than what was presented on budget day. This budget represents a 4.0% or \$502,228 increase from FY26 \$12,419,241 to FY27 \$12,921,470. This increase is supported mostly with an increase to the City tax levy of \$11,891,682 or 4.3%. The following is a summary of changes made to the budget since January 28th:

Budget Changes	Increase/(Decrease) to Budget
Economic Development: add funds for consultant services to create economic development strategy to increase commercial/industrial grand list growth	30,000
County/Regional: decrease county tax amount based on approved budget received from Chittenden County Clerk	(3,789)
Total	26,211

The proposed budget would result in an estimated City General Fund tax rate, plus the tax agreement rate and economic development rate, of \$1.0624, compared to \$1.0202 in FY26, which is a 4.1% increase. The projected City tax cost for a \$280K home in FY27 is an increase of \$118 per year over FY26. Note, the tax rate calculation assumes no growth in the grand list as growth rates in the City have been relatively low. This is a conservative approach that will work in favor of the taxpayers if the grand list does indeed grow.

Economic Development Fund: The projected revenue for FY26 and FY27 have been updated to \$113,000 each year (increase of \$1,000 each year). This has no effect on the General Fund budget or tax rate.

Building Maintenance Fund: A note was added to this budget that 2 Lincoln chimney repairs will be done in FY26; amount to be determined. This has no effect on the General Fund budget or tax rate.

Enterprise Funds – no change since last presented: The Water, Wastewater, Sanitation, and Stormwater fund budgets and rates are in the early stages of being compiled and calculated; there have been no updates to these budgets since Budget Day. **These preliminary estimates will change.** The utility rates combined result in a 9.2% increase which calculates to an increase of \$74.42 per year on an average bill (based on 120 gallons/day usage). Also, the Stormwater fund is proposed at a 49.5% increase or \$160,012, with a 43.1% increase in the ERU rate. The ERU rate is proposed to increase to \$77.74 per ERU, up from \$54.32 per ERU per year in FY26.

Therefore, the total overall PRELIMINARY impact on residents/taxpayers in FY27 is estimated to be:

Comparison of FY26 Rates to FY27 Rates				
	FY26	FY27	% Change	\$ Increase/ (Decrease)
Taxes on \$280,000 assessed value property	\$2,857	\$2,976	4.2%	\$119
Total All Utility Rates - Annual (residential property using 120 gallons/day)	\$813.26	\$887.68	9.2%	\$74
Stormwater Utility (1 ERU)	\$54.32	\$77.74	43.1%	\$23
Total	\$3,724.58	\$3,941.42	5.8%	\$217

Note: A \$50k increase in the capital transfer in the Stormwater fund translates to roughly an \$8/ERU rate increase. That would be in addition to the PRELIMINARY figure in the table above of \$77.74.

For your information in considering budget changes, approximately \$113,000 equals 1% on the tax rate, so for each \$113,000 that is cut or added to the budget (or increase in revenue) it would change the tax rate by 1%. A 1% tax rate change equates to a \$28/year change on a \$280,000 property.

Next Steps:

1. Following the January 31st event, the Council will be hosting a series of engagement events in the community for further feedback.
2. Public hearing for the proposed FY27 General Fund and Capital budget on February 11th
3. Any potential budget changes can be discussed and considered at the February 25th meeting
4. Budget and Annual Meeting warning finalized on March 11th

Attachments:

Proposed FY27 Budget

City of Essex Junction

FY27 Tax Rate Calculation

Amount to be raised in Taxes for Budget (excluding Debt Service)	\$11,530,317
Amount to be raised in Taxes for Debt Service	\$361,365
	\$11,891,682

Grand List before tax stabilization adjustment \$11,328,033

Tax Stabilization calculation

Property	Actual Grand List Value	Taxable %	Taxable Value	Reduction to Grand List
Whitcomb Farm #1005001000	\$ 5,201	0%	\$ -	\$ (5,201.00)

Total Reduction in grand list due to tax stabilization \$ (5,201.00)

Grand List after tax stabilization adjustment	\$ 11,322,832
Tax Rate for Budget	\$ 1.0183
Tax Rate for Debt Service	\$ 0.0319
Total Tax Rate	\$ 1.0502
Tax Rate Rounded to 4 digits	\$ 1.0502

Comparison of FY26 rates to FY27 rates - General Only

	FY26	FY27	% Change	\$ Increase/ (Decrease)
General Fund Tax Rate	\$ 1.0080	\$ 1.0502	4.2%	\$ 0.0422
Taxes on \$280,000 assessed value property	\$ 2,822	\$ 2,941	4.2%	\$ 119
Grand List Values, unadjusted	\$ 11,328,033	\$ 11,328,033	0.0%	\$ -
Grand List Values, after stabilization	\$ 11,322,832	\$ 11,322,832	0.0%	\$ -

Comparison of FY26 rates to FY27 rates

	FY26	FY27	% Change	\$ Increase/ (Decrease)
General Fund Tax Rate:	\$ 1.0080	\$ 1.0502	4.2%	\$ 0.0422
Tax Agreement Rate:	\$ 0.0022	\$ 0.0022	0.0%	\$ -
Economic Development Rate:	\$ 0.0100	\$ 0.0100	0.0%	\$ -
Taxes on \$280,000 assessed value property	\$ 2,857	\$ 2,975	4.1%	\$ 118
Grand List Values, unadjusted	\$ 11,328,033	\$ 11,328,033	0.0%	\$ -
Grand List Values, after stabilization	\$ 11,322,832	\$ 11,322,832	0.0%	\$ -

FY27 General Fund Summary

	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Proposed Budget	\$ Change	% Change	Notes
Revenues									
Property Taxes	10,420,986	10,433,476	11,110,346	11,145,692	11,405,931	11,891,682	485,751	4.3%	
General	3,456,044	3,507,965	632,664	948,334	721,705	785,864	64,159	8.9%	
Clerk	105,008	76,404	71,464	86,023	78,035	63,800	(14,235)	-18.2%	
Information Technology	14,000	14,000	-	-	-	-	-	n/a	
Community Development	79,158	76,720	47,000	43,330	75,000	45,000	(30,000)	-40.0%	
Economic Development	4,000	-	-	-	-	-	-	n/a	
Fire	10	10	-	-	-	-	-	n/a	
Streets	153,500	168,729	132,500	134,810	127,500	127,220	(280)	-0.2%	
Brownell Library	500	21,948	650	17,526	900	900	-	0.0%	
Recreation	12,479	9,267	11,000	7,975	10,170	7,003	(3,167)	-31.1%	
Total Revenues	14,245,685	14,308,518	12,005,624	12,383,689	12,419,241	12,921,469	502,228	4.0%	
Expenditures									
Administration	611,570	627,915	688,830	586,001	735,309	761,756	26,446	3.6%	
Legislative	83,333	48,646	102,244	61,424	99,150	88,251	(10,900)	-11.0%	
Clerk	306,750	262,588	256,470	264,184	268,921	261,444	(7,477)	-2.8%	
Finance	504,300	482,589	589,118	526,823	621,777	677,648	55,871	9.0%	
Information Technology	153,650	259,205	228,611	194,066	211,551	238,513	26,962	12.7%	
Assessing	77,810	79,310	89,568	91,967	96,075	147,890	51,815	53.9%	
Community Development	482,813	320,506	396,078	365,009	425,610	438,750	13,140	3.1%	
Economic Development	40,000	6,005	-	28	-	30,000	30,000	n/a	
Fire	545,484	537,675	530,292	513,638	543,037	553,642	10,605	2.0%	
Public Safety and Services	2,977,293	2,973,733	3,057,361	2,897,815	3,235,493	3,516,597	281,104	8.7%	
County/Regional Functions	346,883	316,733	354,376	360,754	445,901	442,929	(2,972)	-0.7%	
Streets	1,566,556	1,572,099	1,552,923	1,445,544	1,583,502	1,653,741	70,239	4.4%	
Stormwater	167,484	163,921	230,850	194,831	-	-	-	n/a	moved to an enterprise fund
Brownell Library	964,134	915,181	1,016,569	1,003,167	1,047,704	1,082,917	35,213	3.4%	
Recreation	1,100,479	1,065,014	1,131,553	1,167,090	1,135,776	1,095,086	(40,691)	-3.6%	
Buildings	3,215,263	375,786	350,655	351,407	362,720	409,974	47,254	13.0%	
Debt	402,528	394,916	392,053	367,446	375,943	361,365	(14,578)	-3.9%	
Transfers and Misc.	699,356	3,456,126	1,036,574	3,898,816	1,230,770	1,160,967	(69,803)	-5.7%	
Total Expenditures	14,245,685	13,857,948	12,004,124	14,290,010	12,419,241	12,921,469	502,228	4.0%	

Costing Center

210-00-00 - General Revenue

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Revenues								
010.000-Property Taxes	10,420,986	10,433,476	11,110,346	11,145,692	11,405,931	11,891,682	485,751	4.3%
020.001-PILOT - Tax Agreements	17,600	17,600	8,800	17,600	17,600	17,600	-	0.0%
020.022-Rents and Royalties	1	-	-	-	-	8,400	8,400	n/a
020.054-Admin Fee - Water	184,005	184,005	190,891	190,891	199,500	216,854	17,354	8.7%
020.055-Admin Fee - WWTF	92,003	92,003	95,446	95,446	99,750	108,427	8,677	8.7%
020.056-Admin Fee - Sanitation	184,005	184,005	190,891	190,891	199,500	216,854	17,354	8.7%
020.059-Admin Fee - EJP Progs	-	-	45,000	45,000	53,155	56,329	3,174	6.0%
030.009-Cannabis Control	-	-	-	600	400	400	-	0.0%
042.001-PILOT Revenue	17,000	14,309	8,000	16,646	14,000	15,000	1,000	7.1%
042.002-Railroad Taxes	4,700	2,657	4,700	2,654	2,500	2,600	100	4.0%
042.004-State Act 60 Revenue	3,436	32,861	3,436	32,956	32,800	32,900	100	0.3%
042.005-State Act 68 Revenue	38,988	37,724	39,000	43,820	38,000	44,000	6,000	15.8%
060.000-Interest Income	2,500	27,883	2,500	112,491	10,000	10,000	-	0.0%
080.001-State District Court Fines	2,000	7,998	4,500	5,438	5,000	5,000	-	0.0%
085.000-Penalties	70,367	58,033	30,000	168,281	40,000	40,000	-	0.0%
086.000-Interest	13,426	13,382	8,000	20,377	8,000	10,000	2,000	25.0%
ARPA Revenue	2,824,514	2,824,514	-	-	-	-	-	n/a
098.000-Miscellaneous Revenue	1,500	10,991	1,500	5,244	1,500	1,500	-	0.0%
099.000-Use of Fund Balance/Reserves	-	-	-	-	-	-	-	n/a
Total Revenues	13,877,030	13,941,441	11,743,010	12,094,026	12,127,636	12,677,546	549,910	4.5%
Net General Fund	13,877,030	13,941,441	11,743,010	12,094,026	12,127,636	12,677,546	549,910	4.5%

Notes:

1. Act 60 revenue is the education funding amount from the State for billing/managing education property tax revenue for the schools.
2. Act 68 revenue is the reappraisal funding from the State.
3. New rent revenue is from CHIPS.
4. PILOT - Tax Agreements (020.001) is the Whitcomb solar tax agreement revenue.
5. PILOT Revenue (042.001) is the revenue from State PILOT.

Costing Center

210-10-10 - Administration

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
090.000-Transfer between Town/Village	-	-	-	-	-	-	-	n/a
Total Revenues	-	-	-	-	-	-	-	n/a
Expenditure								
110.000-Regular Salaries	338,567	333,159	356,253	349,434	362,725	381,988	19,263	5.3%
120.000-Part Time Salaries	-	-	-	-	-	-	-	n/a
130.000-Overtime	-	-	-	-	-	-	-	n/a
150.000-Shared Employee Expense	-	-	-	-	-	-	-	n/a
190.000-Board member payments	-	-	-	-	-	-	-	n/a
210.000-Group Insurance	98,127	113,257	115,354	88,678	136,610	152,451	15,841	11.6%
220.000-Social Security	26,085	25,473	27,438	27,302	27,952	29,426	1,474	5.3%
225.000-Act 76 Childcare Tax	-	50	1,184	1,097	1,206	1,269	64	5.3%
230.000-Retirement	28,897	28,207	31,295	30,965	32,789	35,482	2,693	8.2%
290.000-Other Employee Benefits	-	-	5,978	700	6,178	6,178	-	0.0%
320.000-Legal Services	40,000	34,500	45,000	21,183	35,500	30,000	(5,500)	-15.5%
330.000-Professional Services	6,025	29,896	8,031	1,484	51,507	53,941	2,434	4.7%
340.000-Technical Services	9,552	13,051	-	-	-	-	-	n/a
442.000-Rental of Vehicles or Equipment	4,250	5,388	6,717	3,339	5,784	4,932	(852)	-14.7%
500.000-Training, Conferences, Dues	4,247	3,102	10,982	6,789	8,174	4,920	(3,254)	-39.8%
505.000-Technology Subscription, Licenses	10,875	9,281	15,851	15,688	16,471	19,884	3,413	20.7%
530.000-Communications	3,300	3,637	3,408	3,340	3,348	3,440	92	2.7%
540.000-Advertising	15,075	8,725	29,530	15,556	20,475	20,595	120	0.6%
550.000-Printing and Binding	5,570	5,364	8,000	5,236	5,000	5,700	700	14.0%
560.000-Postage	2,000	8,325	9,310	9,883	9,590	1,450	(8,140)	-84.9%
570.000-Other Purchased Services	1,000	-	-	-	-	-	-	n/a
580.000-Travel	6,000	1,205	2,000	83	2,000	4,000	2,000	100.0%
610.000-General Supplies	5,000	2,188	5,000	1,501	3,000	1,600	(1,400)	-46.7%
735.000-Tech: Equip/Hardware	-	-	-	-	-	-	-	n/a
755.000-Furniture and Fixtures	1,000	-	1,000	-	1,000	-	(1,000)	-100.0%

Costing Center

210-10-10 - Administration

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
810.113-Council Expenditures	-	-	-	-	-	-	-	n/a
820.000-Election Expenses	-	-	-	-	-	-	-	n/a
845.000-Employee/Volunteer Recognition	6,000	3,108	6,000	3,242	6,000	4,500	(1,500)	-25.0%
850.000 Community Events and Celebrations	-	-	500	500	-	-	-	n/a
900.000-Transfer between Town/Village	-	-	-	-	-	-	-	n/a
Total Expenditure	611,570	627,915	688,830	586,001	735,309	761,756	26,446	3.6%
Net General Fund	(611,570)	(627,915)	(688,830)	(586,001)	(735,309)	(761,756)	(26,446)	3.6%

Notes:

1. Removed bus pass funding piece of CATMA because still don't have that program up and running.
2. Approximately 50% of the total increase over FY26 is due to personnel expenses (mostly health insurance election changes).

Costing Center

210-13-10 - Finance

	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Proposed	\$ Change	% Change
						Budget		
Expenditure								
110.000-Regular Salaries	225,124	228,034	287,174	281,534	292,962	309,259	16,297	5.6%
130.000-Overtime	-	-	-	-	-	-	-	n/a
190.000-Board Member Payments	750	400	1,400	150	1,400	1,400	-	0.0%
210.000-Group Insurance	53,585	36,244	57,813	46,028	59,140	87,062	27,921	47.2%
220.000-Social Security	17,730	18,750	23,190	23,701	25,436	25,621	185	0.7%
225.000-Act 76 Childcare Tax	-	30	1,000	965	1,097	1,105	8	0.7%
230.000-Retirement	20,688	20,675	27,366	27,136	30,634	31,496	862	2.8%
250.000-Unemployment Insurance	3,209	2,205	3,834	3,850	4,608	4,716	108	2.3%
260.000-Workers Comp insurance	21,182	9,124	21,182	28,663	39,043	39,284	241	0.6%
290.000-Other Employee Benefits	-	-	1,400	700	1,600	1,600	-	0.0%
330.000-Professional Services	15,250	15,327	14,310	8,257	14,388	13,690	(699)	-4.9%
335.000-Audit	12,612	11,400	14,453	16,957	18,412	21,828	3,416	18.6%
442.000-Rental of Vehicles or Equipment	2,000	-	-	-	-	-	-	n/a
500.000-Training, Conferences, Dues	1,500	380	1,758	700	1,758	1,799	41	2.3%
505.000-Technology Subscription, Licenses	28,640	26,476	21,999	15,226	22,754	17,474	(5,280)	-23.2%
520.000-Insurance	93,600	107,517	103,615	66,902	99,922	109,990	10,068	10.1%
550.000-Printing and Binding	2,780	2,997	3,883	3,795	3,883	4,450	567	14.6%
560.000-Postage	3,400	1,721	2,800	1,887	2,800	6,000	3,200	114.3%
570.000-Other Purchased Services	-	-	-	-	-	-	-	n/a
580.000-Travel	1,100	189	1,140	54	1,140	275	(865)	-75.9%
610.000-General Supplies	1,150	403	800	320	800	600	(200)	-25.0%
735.000-Tech: Equip/Hardware	-	719	-	-	-	-	-	n/a
Total Expenditure	504,300	482,589	589,118	526,823	621,777	677,648	55,871	9.0%
Net General Fund	(504,300)	(482,589)	(589,118)	(526,823)	(621,777)	(677,648)	(55,871)	9.0%

Notes:

1. 96% of the total increase over FY26 is due to personnel expenses (mostly health insurance election changes).

Costing Center

210-11-10 - Legislative

Expenditure	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027	\$ Change	% Change
						Proposed Budget		
190.000-Board member payments	16,500	1,000	13,800	2,550	11,800	4,600	(7,200)	-61.0%
190.001-City Council payments	12,500	12,500	12,500	12,500	12,500	12,500	-	0.0%
220.000-Social Security	956	956	956	956	956	956	-	0.0%
225.000-Act 76 Childcare Tax	-	-	41	41	41	41	-	0.0%
320.000-Legal Services	-	-	-	-	3,600	-	(3,600)	-100.0%
330.000-Professional Services	32,114	16,794	33,608	18,460	28,739	28,981	242	0.8%
500.000-Training, Conferences, Dues	17,563	15,648	17,563	15,968	18,364	18,822	458	2.5%
540.000-Advertising	1,200	284	1,200	-	900	900	-	0.0%
580.000-Travel	500	-	500	-	250	250	-	0.0%
610.000-General Supplies	2,000	1,463	2,075	767	2,000	1,200	(800)	-40.0%
831.000-Special or New Programs	-	-	20,000	10,182	20,000	20,000	-	0.0%
Total Expenditure	83,333	48,646	102,244	61,424	99,150	88,251	(10,900)	-11.0%
Net General Fund	(83,333)	(48,646)	(102,244)	(61,424)	(99,150)	(88,251)	10,900	-11.0%

Notes:

1. Removed costs associated with Governance Committee.
2. If another effort on increased engagement is desired, could use \$10k in special or new programs.

Costing Center

210-12-10 - Clerk

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Revenues								
020.003-Use of Vault	-	27	50	54	25	50	25	100.0%
020.004-Recording Fees	86,000	47,589	55,000	56,487	55,000	55,000	-	0.0%
020.010-Printing and Duplication Services	5,590	288	4,000	411	1,000	500	(500)	-50.0%
020.011-Online Land Records	-	70	-	628	150	800		
020.013-Sales of Certified Copy	7,200	720	6,000	1,340	1,000	1,000	-	0.0%
020.023-Records Preservation	-	17,248	-	20,511	15,000	-	(15,000)	-100.0%
030.001-Liquor Licenses	2,875	2,250	2,875	2,055	2,500	2,000	(500)	-20.0%
030.002-Hunting and Fishing	-	-	10	5	10	-	(10)	-100.0%
030.003-Marriage Licenses	624	240	630	495	250	500	250	100.0%
030.004-Animal Licenses	2,500	3,150	2,700	3,842	3,000	3,800	800	26.7%
030.005-Green Mountain Passport	120	116	100	156	100	150	50	50.0%
030.006-DMV Registrations	99	6	99	39	-	-	-	n/a
098.000-Misc Revenue	-	4,700	-	-	-	-	-	n/a
Total Revenues	105,008	76,404	71,464	86,023	78,035	63,800	(14,235)	-18.2%
Expenditure								
110.000-Regular Salaries	162,764	164,685	157,132	159,733	151,619	157,098	5,479	3.6%
120.000-Part Time Salaries	2,785	3,151	7,426	3,014	10,024	6,100	(3,924)	-39.1%
130.000-Overtime	434	235	453	1,145	470	736	265	56.4%
210.000-Group Insurance	51,149	21,912	30,302	51,064	37,371	37,655	284	0.8%
220.000-Social Security	12,790	12,794	12,919	12,592	12,682	12,542	(141)	-1.1%
225.000-Act 76 Childcare Tax	-	26	557	530	547	541	(6)	-1.1%
230.000-Retirement	15,627	15,673	15,396	15,529	15,172	15,872	700	4.6%
290.000-Other Employee Benefits	-	-	700	700	800	800	-	0.0%
330.000-Professional Services	-	-	192	252	486	2,744	2,259	465.0%
430.000-R&M Vehicles and Equipment	50	-	50	-	50	-	(50)	-100.0%
442.000-Rental of Vehicles or Equipment	2,664	-	-	-	-	-	-	n/a
500.000-Training, Conferences, Dues	3,000	2,198	3,000	2,774	2,000	2,000	-	0.0%
505.000-Technology Subscriptions, Licenses	15,000	3,154	4,200	4,284	4,300	4,457	157	3.7%

Costing Center

210-12-10 - Clerk

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
550.000-Printing and Binding	1,000	817	1,500	574	1,500	500	(1,000)	-66.7%
560.000-Postage	500	377	500	325	400	3,400	3,000	750.0%
570.023-Records Preservation	-	16,432	-	(4)	15,000	-	(15,000)	-100.0%
580.000-Travel	1,738	1,367	500	879	500	1,000	500	100.0%
610.000-General Supplies	5,250	1,829	3,776	2,688	2,000	2,000	-	0.0%
735.000-Technology: Hardware, Software, Equipment	-	-	2,000	3,199	-	-	-	n/a
820.000-Election Expenses	32,000	17,939	15,867	4,906	14,000	14,000	-	0.0%
Total Expenditure	306,750	262,588	256,470	264,184	268,921	261,444	(7,477)	-2.8%
<i>Net General Fund</i>	<i>(201,742)</i>	<i>(186,184)</i>	<i>(185,006)</i>	<i>(178,161)</i>	<i>(190,886)</i>	<i>(197,644)</i>	<i>(6,758)</i>	<i>3.5%</i>

Notes:

1. This budget assumes the potential of covering 100% of annual meeting costs.

Costing Center

210-14-10 - Information Technology

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Revenues								
Contribution from WWTF	14,000	14,000	-	-	-	-	-	n/a
Total Revenues	14,000	14,000	-	-	-	-	-	n/a
Expenditure								
330.000-Professional Services	100,000	169,301	118,981	115,012	140,016	153,324	13,308	9.5%
432.000-R&M Technology	5,000	-	5,000	-	5,000	5,000	-	0.0%
505.000-Technology Subscription, Licenses	25,000	56,657	63,026	66,838	41,785	56,189	14,404	34.5%
735.000-Technology: Hardware, Software, Equipment	23,650	33,248	41,604	12,216	24,750	24,000	(750)	-3.0%
Total Expenditure	153,650	259,205	228,611	194,066	211,551	238,513	26,962	12.7%
<i>Net General Fund</i>	<i>(139,650)</i>	<i>(245,205)</i>	<i>(228,611)</i>	<i>(194,066)</i>	<i>(211,551)</i>	<i>(238,513)</i>	<i>(26,962)</i>	<i>12.7%</i>

Notes:

1. IT management costs have increased more than budgeted in prior years; this budget is what has been quoted by the current IT provider.

Costing Center**210-15-10 - Assessing**

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Expenditure								
330.000-Professional Services	-	-	89,068	90,932	94,575	144,415	49,840	52.7%
505.000-Technology Subscription, Licenses	-	1,500	500	1,035	1,500	3,475	1,975	131.7%
900.000-Transfer between Town/City	77,810	77,810	-	-	-	-	-	n/a
Total Expenditure	77,810	79,310	89,568	91,967	96,075	147,890	51,815	53.9%
<i>Net General Fund</i>	<i>(77,810)</i>	<i>(79,310)</i>	<i>(89,568)</i>	<i>(91,967)</i>	<i>(96,075)</i>	<i>(147,890)</i>	<i>(51,815)</i>	<i>53.9%</i>

Notes:

1. Transitioning to new mapping service post-reappraisal, \$3475 is one time setup cost for this.

Costing Center Summary

110-15-10 - Assessing

Previous Costing Center	110-15-10 - Assessing	Budget Year	2027
Entity	Town	Accounting Reference	110-15-10
Department	15 - Assessing - Town	Approved	No
Stage	Board Review	Manager	Karen Lemnah (klemnah)

Narrative

TECHNOLOGY, SUBSCRIPTION, LICENSING
New fees added to CAI Technologies due to an additional \$3,000 annual fee for the city mapping system. There is also a one-time start-up fee to the CAI mapping system for the city setup. An additional \$75.00 for the VALA conference in anticipation for the Assistant Assessor to attend alongside the Assessor. A contingency amount of \$500 for training courses for the new Assistant Assessor.

Description

New Initiatives

Fiscal year 2027 will be about learning to utilize the various functions of the new valuation software to its fullest capacity. Ex. generating various reports for sales data, property data, and other related reports as needed. Address questions from public about new assessments, which will be ongoing for a while. Onboarding of Assistant Assessor due to contracting with the city.

Goals and Priorities

- The main goals for 2027 are as follows:
1. Continue learning and acclimating to the new valuation software after the 2026 reappraisal is completed.
 2. Continue educating and answering questions from the public pertaining to the new assessments from the 2026 reappraisal.
 3. Continue training and onboarding the Assistant Assessor.

Costing Center Summary

110-15-10 - Assessing

Budget Prior Year Comparison

Object	Changes	Percent Change	2026 Amount	2027 Amount
Revenues				
090.000-Transfer between Town/City	Increased	52.70 %	94,575	144,415
Total Revenues		52.70 %	94,575	144,415
Expenditure				
110.000-Regular Salaries	Increased	71.18 %	107,757	184,454
120.000-Part Time Salaries	Not used this year		43,387	-
210.000-Group Insurance	Increased	74.59 %	33,469	58,432
220.000-Social Security	Increased	22.02 %	12,354	15,074
230.000-Retirement	Increased	22.12 %	13,654	16,674
290.000-Other Employee Benefits	Increased	90.91 %	330	630
500.000-Training, Conferences, Dues	Increased	52.05 %	1,095	1,665
505.000-Tech. Subscription, Licenses	Increased	53.33 %	7,500	11,500
580.000-Travel	Unchanged	0.00 %	300	300
610.000-General Supplies	Unchanged	0.00 %	100	100
Total Expenditure		31.32 %	219,946	288,829

Costing Center

210-16-10 - Community Development

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
030.008-License and Zoning Fees	39,000	76,720	47,000	43,330	75,000	45,000	(30,000)	-40.0%
091.000-Transfer btwn Funds	40,158	-	-	-	-	-	-	n/a
Total Revenues	79,158	76,720	47,000	43,330	75,000	45,000	(30,000)	-40.0%
Expenditure								
110.000-Regular Salaries	256,708	202,758	223,763	219,440	225,773	234,543	8,770	3.9%
130.000-Overtime	-	38	-	-	-	-	-	n/a
190.000-Board member payments	15,600	7,300	14,400	8,550	9,600	9,600	-	0.0%
210.000-Group Insurance	89,186	23,412	33,625	55,615	59,616	70,667	11,051	18.5%
220.000-Social Security	20,281	16,488	18,142	17,883	18,624	19,286	662	3.6%
225.000-Act 76 Childcare Tax	-	30	783	696	803	832	29	3.6%
230.000-Retirement	23,328	17,981	21,347	18,152	19,374	20,256	882	4.6%
290.000-Other Employee Benefits	-	-	1,050	1,050	1,200	1,200	-	0.0%
320.000-Legal Services	6,000	22,451	16,978	12,807	17,000	17,000	-	0.0%
330.000-Professional Services	40,760	17,233	25,780	14,004	23,560	23,666	107	0.5%
500.000-Training, Conferences, Dues	4,700	1,831	5,890	4,181	4,630	5,800	1,170	25.3%
505.000-Technology Subscription, Licenses	360	-	600	-	600	600	-	0.0%
530.000-Communications	5,660	502	1,320	-	1,080	-	(1,080)	-100.0%
540.000-Advertising	1,350	687	3,650	1,434	2,600	2,300	(300)	-11.5%
550.000-Printing and Binding	1,000	2,685	1,000	556	3,000	3,000	-	0.0%
560.000-Postage	280	165	350	-	2,350	2,700	350	14.9%
580.000-Travel	6,600	2,840	8,400	3,521	5,800	5,800	-	0.0%
610.000-General Supplies	1,000	53	3,000	336	3,000	2,000	(1,000)	-33.3%
810.111-Bike/Walk Committee	10,000	4,052	10,000	6,783	10,000	10,000	-	0.0%

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
899.000-Matching Grant Funds	-	-	6,000	-	17,000	9,500	(7,500)	-44.1%
Total Expenditure	482,813	320,506	396,078	365,009	425,610	438,750	13,140	3.1%
Net General Fund	(403,655)	(243,786)	(349,078)	(321,679)	(350,610)	(393,750)	(43,140)	12.3%

Notes:

1. Dedicated funding for litigation is not included. This may cost a total of \$40,000 between FY26 and FY27.
2. Legal expense breakdown for cannabis related fees: FY23 \$5,188.40, FY24 \$21,684.29, FY25 \$4,549.90, FY26 to date 11/30/25 \$6,101.12

Costing Center

210-17-10 - Economic Development

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
050.000-Event Donations	4,000	-	-	-	-	-	-	n/a
Total Revenues	4,000	-	-	-	-	-	-	n/a
Expenditure								
NEW 330.000-Professional Services	-	-	-	-	-	30,000	30,000	n/a
800.000-Appropriations to other agencies	-	-	-	-	-	-	-	n/a
831.000-Special or New Programs	5,000	4,328	-	-	-	-	-	n/a
850.000-Community Events and Celebrations	15,000	1,676	-	28	-	-	-	n/a
899.000-Matching Grant Funds	20,000	-	-	-	-	-	-	n/a
Total Expenditure	40,000	6,005	-	28	-	30,000	30,000	n/a
Net General Fund	(36,000)	(6,005)	-	(28)	-	(30,000)	(30,000)	n/a

Notes:

Costing Center

210-18-10 - Public Safety and Services

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Expenditure								
500.000-Training, Conferences, Dues	2,000	-	-	-	-	-	-	n/a
530.000-Communications	1,560	-	-	-	-	-	-	n/a
800.106-Essex Rescue	190,620	190,620	196,338	196,338	207,140	207,140	-	0.0%
800.107-Essex Jct. Cemetery Association	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%
800.10X-Essex Police Dept.	2,763,113	2,763,113	2,841,023	2,681,477	3,008,353	3,289,457	281,104	9.3%
Total Expenditure	2,977,293	2,973,733	3,057,361	2,897,815	3,235,493	3,516,597	281,104	8.7%
<i>Net General Fund</i>	<i>(2,977,293)</i>	<i>(2,973,733)</i>	<i>(3,057,361)</i>	<i>(2,897,815)</i>	<i>(3,235,493)</i>	<i>(3,516,597)</i>	<i>(281,104)</i>	<i>8.7%</i>

Notes:

Costing Center Budget with Notes

110-20-14 - Police, Patrol

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	City Contribution per Agreement	1,515,084	
090.000-Transfer between Town/City	Police Agreement Indirect Costs 3.5%	53,028	
			1,568,112
Total 090 Transfer between Town/Village (as revenue)			1,568,112
Total Revenues			1,568,112
Expenditure			
100 Salaries			
110.000-Regular Salaries			2,183,950
120.000-Part Time Salaries			62,550
130.000-Overtime			298,185
199.000-Allowance for Vacancies	12% Vacancy Allowance	(430,422)	
199.000-Allowance for Vacancies		-	
			(430,422)
Total 100 Salaries			2,114,263
200 Benefits			
210.000-Group Insurance			546,240
220.000-Social Security			208,227
230.000-Retirement			280,794
290.000-Other Employee Benefits			6,900
Total 200 Benefits			1,042,161
Total Expenditure			3,156,424
Net Total			(1,588,312)

Costing Center Budget with Notes

110-41-13 - Buildings - Police Station

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	Police Agreement	67,899	
090.000-Transfer between Town/City	Police Agreement Indirect Cost 3.5%	2,376	
			70,275
Total 090 Transfer between Town/Village (as revenue)			70,275
Total Revenues			70,275
Expenditure			
300-699 Operating Expenses			
400.000-Contracted Services	Increase to cleaning service contract, trash removal contract, mechanical service contract, temperature controls contract, fire alarm service contract, fire protection backflow preventer contract, and new for this year a lawn maintenance contract adding \$9,700 to this years budget.		53,511
410.000-Water & Sewer Charges			2,921
431.000-R&M Buildings & Grounds	Maintenance and upgrades as needed		22,000
530.000-Communications	Phones, Data, and internet. This facility has an extensive data network to communicate with other law enforcement agencies.		17,125
610.000-General Supplies			200
621.000-Natural Gas/Heating	The building is heated solely by natural gas.		6,700
622.000-Electricity	Electrical use for day-to-day functioning is offset with solar.		39,000
Total 300-699 Operating Expenses			141,457
Total Expenditure			141,457
Net Total			(71,182)

Costing Center Budget with Notes

110-20-15 - Police, Animal Control

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	City Contribution per Agreement	25,966	
090.000-Transfer between Town/City	Police Agreement Indirect Costs 3.5%	909	
			26,875
Total 090 Transfer between Town/Village (as revenue)			26,875
Total Revenues			26,875
Expenditure			
300-699 Operating Expenses			
330.000-Professional Services	Contracted Animal Control with Heart Wildlife Removal		48,096
570.000-Other Purchased Services	Humane Society Kennel costs		6,000
Total 300-699 Operating Expenses			54,096
Total Expenditure			54,096
Net Total			(27,221)

Costing Center Budget with Notes

110-20-11 - Police, Administration

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	Contribution per Police Agreement	490,730	
090.000-Transfer between Town/City	Police Agreement Indirect Cost 3.5%	17,175	
			507,905
Total 090 Transfer between Town/Village (as revenue)			507,905
Total Revenues			507,905
Expenditure			
100 Salaries			
110.000-Regular Salaries			696,193
120.000-Part Time Salaries			40,218
130.000-Overtime			1,361
Total 100 Salaries			737,772
200 Benefits			
210.000-Group Insurance			140,964
220.000-Social Security			61,406
230.000-Retirement			80,341
290.000-Other Employee Benefits			1,875
Total 200 Benefits			284,586
Total Expenditure			1,022,358
Net Total			(514,453)

Costing Center Budget with Notes

110-20-10 - Police, Operating

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
020 Charges for Services			
020.018-Special Police Services	Municipal Ticket Revenue, DEA Overtime Reimbursements, Record fees		30,000
020.019-VIN Verifications	\$5/VIN for businesses		200
Total 020 Charges for Services			30,200
040-042 Intergovernmental			
040.800-OJP - Ballistic Vest Grant			2,500
041.000-Intergov: State and Other Gra	DHSP & DRE		8,000
Total 040-042 Intergovernmental			10,500
070 Sale of Assets			
070.000-Proceeds from Sale of Assets	Assumes sale of 2 vehicles at 10% of new vehicle value.		12,400
Total 070 Sale of Assets			12,400
090 Transfer between Town/Villages			
090.000-Transfer between Town/City	City contribution per agreement	388,215	
090.000-Transfer between Town/City	Police Agreement Indirect Cost 3.5%	13,588	
Total 090 Transfer between Town/Village (as revenue)			401,803
099 Use of Fund Balance/Reserves			
099.000-Use of Fund Balance/Reserves	Using 50.32% of body cameras and Taser budget lines from #505 here.		23,648
Total 099 Use of Fund Balance/Reserves			23,648
Total Revenues			478,551
Expenditure			
300-699 Operating Expenses			
320.000-Legal Services			7,500
330.000-Professional Services	Towing, Shredding, Polygraph, consulting, translation	4,820	
330.000-Professional Services	Community Outreach	70,425	
330.000-Professional Services	Equity and Inclusion work	2,500	
330.000-Professional Services	Employee Wellness App (Lexipol)	5,039	
			82,784
430.000-R&M Vehicles & Equip.	Vehicle Maintenance, ie tires, oil changes, inspections, washing. Bicycle maintenance.		36,500
432.000-R&M Technology	In car mobile hot spot fees		18,000
442.000-Rental of Vehicles or Equip.	Copiers		5,782
500.000-Training, Conferences, Dues	Dues, Meetings, Conferences (IACP, VACOP, RAD, NTOA, etc)	4,000	
500.000-Training, Conferences, Dues	Training Ammunition, Taser Cartridges	6,000	
500.000-Training, Conferences, Dues	Lexipol Online Training	4,320	
500.000-Training, Conferences, Dues	Instructional fees	19,680	
			34,000

Costing Center Budget with Notes

110-20-10 - Police, Operating

Objects	Comments	Object Subtotals	2027 Budget
505.000-Tech. Subscription, Licenses	Body Cameras, In Car Cameras, video maintenance and storage fees	22,263	
505.000-Tech. Subscription, Licenses	Office 365 Licensing	9,600	
505.000-Tech. Subscription, Licenses	Fingerprint Machine Support	3,313	
505.000-Tech. Subscription, Licenses	Ninja Device Monitoring	4,000	
505.000-Tech. Subscription, Licenses	Evidence Management Software	9,846	
505.000-Tech. Subscription, Licenses	In Car Video System	-	
505.000-Tech. Subscription, Licenses	Other Software and IT Licenses	5,476	
505.000-Tech. Subscription, Licenses	Civic Plus Records Module-Town pays other half	6,000	
505.000-Tech. Subscription, Licenses	Valcour Crime Reporting/Mapping System	10,000	
505.000-Tech. Subscription, Licenses	Tasers	24,733	
505.000-Tech. Subscription, Licenses	Mitel replacements (from IT) (\$150/mth for site =\$1,800) plus 62 phones @\$19 per month = \$14,136	15,936	
			111,167
520.000-Insurance	Unemployment	-	
520.000-Insurance	Property and Liability	82,395	
520.000-Insurance	Workers Comp	126,975	
			209,370
530.000-Communications	Cellphones	10,300	
530.000-Communications	Police Radios (3 new Portable Radios/yr for next 5 years (\$5000 ea), plus one mobile this year (\$7500) plus maintenance fees)	26,500	
530.000-Communications	Tower lease (Brigham Hill split with EFD)	3,768	
530.000-Communications	Tower Lease (South Hill split with EFD, ESR, UJFD, CCSO)	5,445	
			46,013
540.000-Advertising	Social Media sharing, job fairs		100
550.000-Printing & Binding	Business cards, envelopes, letterhead, signs		1,000
580.000-Travel	Travel to IACP Conference, other travel for training		9,500
610.000-General Supplies	Office Supplies, etc		10,000
611.000-Small Tools & Equipment	First Aid, Training Supplies, Evidence Bags, etc		8,000
612.000-Uniforms	Dry Cleaning	6,100	
612.000-Uniforms	Uniform/Equipment Allowances per contract, \$450 per officer (x30), \$550 per detective (x8)	17,900	
612.000-Uniforms	Bullet Resistant Vests (1/2 paid by grant)	5,000	
612.000-Uniforms	Replacements, new issue of uniforms	18,950	
			47,950
613.000-Program Supplies	K9 Food, Insurance, License, Medical, Training		4,500
626.000-Fuel	As of 9/30 - amount based on historical average of \$2,959/month over 15 months of historical. This expense was formerly represented in Buildings - PW Garage Complex		35,515
Total 300-699 Operating Expenses			667,681
700 Capital or Property Objects			
735.000-Tech: Hardware, Software, Equ	Hardware (Desktops, Laptops, Servers, Media)		20,000
751.000-Vehicle Purchases	Replacement of two patrol vehicles with Hybrids of same model (\$50k ea).	100,000	

Costing Center Budget with Notes

110-20-10 - Police, Operating

Objects	Comments	Object Subtotals	2027 Budget
751.000-Vehicle Purchases	Vehicle fit up costs \$11.5k each (x2), (Transfer of used equipment to new vehicles instead of full replacement) (previously in R&M Veh. & Equip)	23,000	
			123,000
Total 700 Capital or Property Objects			143,000
820-850 Program & Event Expenses			
830.000-Regular Programs	Community Liaison Programs, such as National Night Out, etc.		5,000
Total 820-850 Program & Event Expenses			5,000
910 Transfer between funds (as expense)			
910.000-Transfer between funds (non-)	CJC Contribution	30,000	
910.000-Transfer between funds (non-)	CJC Building rent	16,200	
			46,200
Total 910 Transfer between funds (as expense)			46,200
950-975 Debt Service			
970.901-Police Lease Principal	Replacement of one unmarked detective vehicle with a leased vehicle - completed in FY26		-
975.901-Police Lease Interest			-
Total 950-975 Debt Service			-
Total Expenditure			861,881
Net Total			(383,330)

Costing Center Budget with Notes

110-20-12 - Police, Dispatch

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	City Contribution per Police Agreement	310,788	
090.000-Transfer between Town/City	Police Agreement Indirect Cost 3.5%	10,877	
			321,665
Total 090 Transfer between Town/Village (as revenue)			321,665
Total Revenues			321,665
Expenditure			
100 Salaries			
110.000-Regular Salaries			355,097
120.000-Part Time Salaries			24,960
130.000-Overtime			66,234
Total 100 Salaries			446,291
200 Benefits			
210.000-Group Insurance			126,601
220.000-Social Security			35,827
230.000-Retirement			37,557
290.000-Other Employee Benefits			1,200
Total 200 Benefits			201,185
Total Expenditure			647,476
Net Total			(325,811)

Costing Center Budget with Notes

110-20-13 - Police, Investigations Div

Objects	Comments	Object Subtotals	2027 Budget
Revenues			
090 Transfer between Town/Village			
090.000-Transfer between Town/City	City Contribution per Agreement	379,535	
090.000-Transfer between Town/City	Police Agreement Indirect Cost 3.5%	13,282	
			392,817
Total 090 Transfer between Town/Village (as revenue)			392,817
Total Revenues			392,817
Expenditure			
100 Salaries			
110.000-Regular Salaries			547,173
130.000-Overtime			37,454
Total 100 Salaries			584,627
200 Benefits			
210.000-Group Insurance			91,842
220.000-Social Security			47,574
230.000-Retirement			65,155
290.000-Other Employee Benefits			1,500
Total 200 Benefits			206,071
Total Expenditure			790,698
Net Total			(397,881)

Costing Center

210-19-10 - County and Regional Functions

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
800.101-Chittenden County Regional Planning Commission	13,225	13,225	13,720	13,720	19,712	16,269	(3,443)	-17.5%
800.102-Green Mountain Transit	244,355	244,355	249,615	249,615	311,638	314,996	3,358	1.1%
800.103-County Tax	54,553	24,418	58,604	64,982	73,911	67,978	(5,933)	-8.0%
800.104-Chamber of Commerce	950	935	965	965	995	1,025	30	3.0%
800.105-GBIC	3,500	3,500	-	-	3,750	3,750	-	0.0%
800.110-Essex Community Historical Society	-	-	-	-	2,000	2,000	-	0.0%
800.109-Winooski Valley Park District	30,300	30,300	31,472	31,472	33,895	36,911	3,016	8.9%
Total Expenditure	346,883	316,733	354,376	360,754	445,901	442,929	(2,972)	-0.7%
<i>Net General Fund</i>	<i>(346,883)</i>	<i>(316,733)</i>	<i>(354,376)</i>	<i>(360,754)</i>	<i>(445,901)</i>	<i>(442,929)</i>	<i>2,972</i>	<i>-0.7%</i>

Notes:

1. CCRPC is a reduction from the prior year due to an error that was previously using the Town's equalized grand list amount rather than the City's for calculating the City share. This was corrected in FY26 which will result in a lower actual cost than budgeted.

Costing Center

210-25-10 - Fire

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
098.000-Miscellaneous Revenue	10	10	-	-	-	-	-	n/a
Total Revenues	10	10	-	-	-	-	-	n/a
Expenditure								
120.000-Part Time Salaries	216,000	224,067	302,400	269,348	315,000	327,600	12,600	4.0%
210.000-Group Insurance	3,600	2,688	3,400	2,677	3,400	3,400	-	0.0%
220.000-Social Security	16,524	17,188	23,134	20,651	24,098	25,061	964	4.0%
225.000-Act 76 Childcare Tax	-	20	998	913	1,040	1,081	42	4.0%
260.000-Workers Comp insurance	20,000	16,454	20,000	13,113	20,000	15,000	(5,000)	-25.0%
290.000-Other Employee Benefits	1,000	864	1,000	3,364	1,000	1,000	-	0.0%
330.000-Professional Services	7,000	3,157	7,000	6,481	6,000	6,000	-	0.0%
430.000-R&M Vehicles and Equipment	26,000	20,270	26,000	55,103	25,000	25,000	-	0.0%
431.000-R&M Buildings and Grounds	-	280	-	-	-	-	-	n/a
500.000-Training, Conferences, Dues	5,500	6,840	7,000	11,113	7,000	8,000	1,000	14.3%
505.000-Technology Subscription, licenses	7,000	220	8,000	7,082	8,000	8,000	-	0.0%
530.000-Communications	2,600	2,721	3,361	1,312	4,500	3,500	(1,000)	-22.2%
570.000-Other Purchased Services	11,000	13,889	11,000	20,478	11,000	11,000	-	0.0%
610.000-General Supplies	4,000	5,384	4,000	5,228	4,000	4,000	-	0.0%
611.000-Small Tools and Equipment	45,000	41,332	45,000	46,272	45,000	45,000	-	0.0%
612.000-Uniforms	30,000	30,326	32,000	18,564	32,000	34,000	2,000	6.3%
613.000-Program Supplies	6,000	3,258	7,500	13,631	7,500	7,500	-	0.0%
626.000-Gasoline	6,000	4,150	6,500	4,671	6,500	6,500	-	0.0%
750.000-Machinery and Equipment	20,000	26,307	22,000	13,637	22,000	22,000	-	0.0%
920.000-Transfer between funds (capital)	118,260	118,260	-	-	-	-	-	n/a
Total Expenditure	545,484	537,675	530,292	513,638	543,037	553,642	10,605	2.0%
Net General Fund	(545,474)	(537,665)	(530,292)	(513,638)	(543,037)	(553,642)	(10,605)	2.0%

Notes:

1. FY26 call volume expected to be up about 20%.

Costing Center

210-30-10 - EJRP, Administration

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
020.000-Charges for Services	12,479	7,767	9,500	6,475	8,670	5,503	(3,167)	-36.5%
050.001-Memorial Day Parade	-	-	-	-	-	-	-	n/a
090.000-Transfer between Town/Village	-	-	-	-	-	-	-	n/a
091.000-Transfer between funds	-	1,500	-	-	-	-	-	n/a
Total Revenues	12,479	9,267	9,500	6,475	8,670	5,503	(3,167)	-36.5%
Expenditure								
110.000-Regular Salaries	395,062	392,843	461,786	455,535	436,934	420,662	(16,272)	-3.7%
120.000-Part Time Salaries	-	3,835	-	5,218	-	-	-	n/a
130.000-Overtime	-	-	-	-	-	-	-	n/a
210.000-Group Insurance	162,427	151,163	189,293	222,266	217,195	144,659	(72,536)	-33.4%
220.000-Social Security	30,453	30,371	35,603	35,016	33,731	35,035	1,304	3.9%
225.000-Act 76 Childcare Tax	-	56	1,536	1,339	1,455	1,511	56	3.9%
230.000-Retirement	33,729	33,674	40,590	35,062	33,819	35,271	1,453	4.3%
290.000-Other Employee Benefits	-	-	2,100	3,150	2,400	2,400	-	0.0%
330.000-Professional Services	1,764	496	21,424	13,019	11,764	11,764	-	0.0%
442.000-Rental of Vehicles or Equipment	-	713	1,776	1,899	1,776	1,776	-	0.0%
500.000-Training, Conferences, Dues	6,068	2,791	3,155	3,985	2,873	2,742	(131)	-4.6%
505.000-Technology Subscription, Licenses	10,825	12,072	-	11,701	-	-	-	n/a
530.000-Communications	1,980	2,607	2,640	2,641	2,160	2,160	-	0.0%
540.000-Advertising	3,000	3,000	-	12	-	-	-	n/a
550.000-Printing and Binding	-	-	-	-	-	-	-	n/a
561.000-Credit Card Processing Fees	-	220	200	368	200	-	(200)	-100.0%
610.000-General Supplies	7,200	5,180	15,000	11,626	15,000	15,000	-	0.0%
735.000-Technology: Hardware, Software, Equipment	-	-	-	-	-	-	-	n/a
832.000-Scholarships	4,000	4,000	4,000	4,000	4,000	4,000	-	0.0%
850.000-Community Events & Celebrations	17,500	17,500	17,500	17,344	-	-	-	n/a
910.000-Transfer to Other Funds	-	-	-	-	17,500	42,500	25,000	142.9%
Total Expenditure	674,007	660,522	796,603	824,181	780,807	719,481	(61,326)	-7.9%
Net General Fund	(661,528)	(651,256)	(787,103)	(817,707)	(772,136)	(713,977)	58,159	-7.5%

Notes:

1. 25% of salary & benefits for two employees moved to Program Fund for FY26; will be increased to 50% in FY27.
2. Increase 4th of July by \$5,000 for a total of \$15,000.
3. \$20,000 for community events similar to Meet Me on Main - 4 events at \$5,000 each.

Costing Center

210-30-12 - EJRP, Parks and Facilities

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
091.000-Transfer between funds	-	-	1,500	1,500	1,500	1,500	-	0.0%
Total Revenues	-	-	1,500	1,500	1,500	1,500	-	0.0%
Expenditure								
110.000-Regular Salaries	139,627	141,265	143,767	144,351	129,489	135,104	5,615	4.3%
120.000-Part Time Salaries	46,574	64,633	56,341	58,872	66,335	65,292	(1,043)	-1.6%
130.000-Overtime	-	1,592	-	646	-	-	-	n/a
210.000-Group Insurance	38,170	31,891	40,769	37,355	64,535	76,475	11,940	18.5%
220.000-Social Security	14,337	16,252	15,400	15,542	15,082	15,432	350	2.3%
225.000-Act 76 Childcare Tax	-	54	664	685	651	666	15	2.3%
230.000-Retirement	14,033	13,986	14,447	13,926	12,484	13,161	677	5.4%
290.000-Other Employee Benefits	-	-	700	350	800	800	-	0.0%
330.000-Professional Services	12,573	12,991	12,603	22,175	16,049	18,500	2,451	15.3%
431.000-R&M Buildings and Grounds	4,532	4,699	12,013	10,995	11,577	10,995	(583)	-5.0%
441.000-Rental of Land or Buildings	500	500	500	500	500	500	-	0.0%
442.000-Rental of Vehicles or Equipment	4,743	2,356	2,925	-	2,207	-	(2,207)	-100.0%
500.000-Training, Conferences, Dues	3,902	3,239	2,000	235	2,000	2,000	-	0.0%
505.000-Tech. Subs/Licenses	-	-	-	-	-	-	-	n/a
530.000-Communications	1,320	-	1,320	495	1,080	1,080	-	0.0%
610.000-General Supplies	28,759	23,215	30,000	30,289	27,681	32,289	4,608	16.6%
626.000-Gasoline	1,500	3,601	1,500	3,313	4,500	3,313	(1,187)	-26.4%
Total Expenditure	310,569	320,274	334,950	339,729	354,970	375,605	20,635	5.8%
Net General Fund	(310,569)	(320,274)	(334,950)	(339,729)	(354,970)	(374,105)	(19,135)	5.4%

Notes:

Costing Center

210-30-13 - EJP, Adult

						2027 Proposed		
	2023 Budget	2023 Actual	2024 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
110.000-Regular Salaries	26,167	5,425	-	-	-	-	-	n/a
210.000-Group Insurance	13,055	-	-	-	-	-	-	n/a
220.000-Social Security	2,048	415	-	-	-	-	-	n/a
225.000-Act 76 Childcare	-	-	-	-	-	-	-	n/a
230.000-Retirement	2,254	-	-	-	-	-	-	n/a
290.000-Other Employee Benefits	-	-	-	-	-	-	-	n/a
330.000-Professional Services	20,000	20,012	-	1,300	-	-	-	n/a
500.000-Training, Conferences, Dues	2,000	-	-	1,292	-	-	-	n/a
530.000-Communications	-	776	-	305	-	-	-	n/a
610.000-General Supplies	-	7,207	-	283	-	-	-	n/a
900.000-Transfer between Town/City	50,379	50,382	-	-	-	-	-	n/a
Total Expenditure	115,902	84,218	-	3,180	-	-	-	n/a
Net General Fund	(115,902)	(84,218)	-	(3,180)	-	-	-	n/a

Notes:

1. This budget was moved to EJP Admin in FY25.

Costing Center

210-35-10 - Brownell Library

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Revenues								
050.000-Donation Revenue	-	-	-	-	-	-	-	n/a
098.000-Miscellaneous Revenue	500	937	650	1,233	900	900	-	0.0%
Total Revenues	500	937	650	1,233	900	900	-	0.0%
Expenditure								
110.000-Regular Salaries	463,761	429,464	458,449	451,512	475,410	492,939	17,529	3.7%
120.000-Part Time Salaries	125,170	121,221	146,548	137,322	146,132	149,400	3,267	2.2%
190.000-Board Member Payments	-	900	5,500	1,100	2,200	3,300	1,100	50.0%
210.000-Group Insurance	138,896	137,670	158,376	174,585	188,643	191,031	2,388	1.3%
220.000-Social Security	45,552	42,510	46,605	44,483	47,904	49,495	1,591	3.3%
225.000-Act 76 Childcare Tax	-	82	2,010	1,913	2,066	2,135	69	3.3%
230.000-Retirement	48,256	45,678	48,190	44,086	44,755	46,660	1,905	4.3%
250.000-Unemployment Insurance	-	172	-	-	-	-	-	n/a
290.000-Other Employee Benefits	-	-	2,450	2,450	2,800	2,800	-	0.0%
340.000-Technical Services	2,000	1,100	3,000	2,160	3,000	3,000	-	0.0%
442.000-Rental of Vehicles or Equipment	3,000	4,694	3,901	3,936	3,936	4,000	64	1.6%
500.000-Training, Conferences, Dues	5,500	3,106	6,500	6,576	6,000	6,000	-	0.0%
505.000-Technology Subscription, Licenses	12,500	10,360	13,500	11,720	14,797	14,797	-	0.0%
530.000-Communications	2,640	2,585	2,640	2,280	2,160	2,160	-	0.0%
540.000-Advertising	700	-	700	-	700	700	-	0.0%
560.000-Postage	3,000	2,201	3,000	2,639	3,000	3,800	800	26.7%
610.000-General Supplies	14,000	14,068	12,200	12,529	11,200	11,200	-	0.0%
640.201-Adult Collection	50,000	49,507	52,000	51,994	46,000	34,000	(12,000)	-26.1%
640.202-Juvenile Collection	25,000	24,962	26,000	25,995	25,500	17,000	(8,500)	-33.3%
NEW 650.201-Adult Digital Collection	-	-	-	-	-	18,000	18,000	n/a
NEW 650.202-Juvenile Digital Collection	-	-	-	-	-	9,000	9,000	n/a
735.000-Technology: Hardware, Software, Equipment	8,660	9,228	9,000	9,165	7,000	7,000	-	0.0%
750.000-Machinery and Equipment	8,000	8,435	-	-	-	-	-	n/a
755.000-Furniture and Fixtures	-	-	8,000	8,678	7,000	7,000	-	0.0%
840.201-Adult Programs	1,500	1,181	2,000	2,065	2,000	2,000	-	0.0%
840.202-Childrens Programs	4,500	4,588	4,500	4,471	4,500	4,500	-	0.0%
845.000-Employee/Volunteer Recognition	1,500	1,470	1,500	1,509	1,000	1,000	-	0.0%

Costing Center

210-35-10 - Brownell Library

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Total Expenditure	964,134	915,181	1,016,569	1,003,167	1,047,704	1,082,917	35,213	3.4%
Net General Fund	(963,634)	(914,244)	(1,015,919)	(1,001,935)	(1,046,804)	(1,082,017)	(35,213)	3.4%

- Notes:
- 1. Created new lines to track digital collections separately from physical collections.
 - 2. Returned collection budget back to FY25 budget.

Costing Center
210-40-12 - PW, Streets

						2027 Proposed Budget	\$ Change	% Change
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget			
Revenues								
020-017 EV Charger	-	-	-	2,711	-	2,500	2,500	n/a
042.006-State Aid to Highways	130,000	125,136	130,000	128,710	125,000	122,220	(2,780)	-2.2%
090.000-Transfer between Town/Village	20,000	40,000	-	-	-	-	-	n/a
098.000-Miscellaneous Revenue	3,500	3,593	2,500	3,389	2,500	2,500	-	0.0%
Total Revenues	153,500	168,729	132,500	134,810	127,500	127,220	(280)	-0.2%
Expenditure								
110.000-Regular Salaries	232,292	208,344	247,092	234,430	218,526	236,400	17,874	8.2%
120.000-Part Time Salaries	21,973	13,315	28,323	27,294	33,920	35,980	2,060	6.1%
130.000-Overtime	26,974	12,849	28,237	13,466	21,342	30,834	9,492	44.5%
190.000-Board Member Payments	3,000	-	3,000	500	3,000	3,000	-	0.0%
210.000-Group Insurance	121,401	112,582	135,833	133,914	124,748	81,169	(43,579)	-34.9%
220.000-Social Security	21,962	18,639	23,615	21,050	21,341	24,019	2,679	12.6%
225.000-Act 76 Childcare Tax	-	42	1,019	801	921	1,036	116	12.6%
230.000-Retirement	22,855	17,971	24,809	21,731	21,732	25,309	3,577	16.5%
250.000-Unemployment Insurance	250	226	432	399	204	383	179	87.7%
260.000-Workers Comp insurance	12,600	16,482	12,600	12,774	15,663	24,229	8,566	54.7%
290.000-Other Employee Benefits	-	-	1,400	700	1,600	1,600	-	0.0%
330.000-Professional Services	18,000	14,140	20,000	27,381	20,000	30,050	10,050	50.3%
410.000-Water and Sewer Charges	3,500	3,575	3,500	3,177	3,800	3,800	-	0.0%
422.000-Snow Removal	21,000	17,576	21,000	24,991	25,000	28,000	3,000	12.0%
425.000-Trash Removal	9,100	13,341	9,500	12,125	9,500	12,000	2,500	26.3%
430.000-R&M Vehicles and Equipment	38,000	118,837	100,000	152,050	120,000	188,000	68,000	56.7%
431.000-R&M Buildings and Grounds	10,000	10,644	10,000	4,626	10,000	10,000	-	0.0%
432.000-R&M Technology	-	-	-	189	-	567	567	n/a
441.000-Rental of Land or Buildings	13,000	9,926	13,000	10,183	13,000	13,000	-	0.0%
442.000-Rental of Vehicles or Equipment	3,000	3,663	3,864	2,996	3,000	3,800	800	26.7%
451.000-Summer Construction Services	300,000	366,319	300,000	197,652	310,000	310,000	-	0.0%
500.000-Training, Conferences, Dues	2,000	180	3,500	426	3,500	3,000	(500)	-14.3%

Costing Center

210-40-12 - PW, Streets

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
505.000-Tech. Subs, Licenses	-	-	-	8,066	-	861	861	n/a
520.000-Insurance	17,800	19,175	17,800	12,954	17,264	20,452	3,188	18.5%
521.000-Insurance Deductibles	1,000	2,110	1,000	3,779	1,000	1,000	-	0.0%
530.000-Communications	4,500	4,825	4,500	5,085	5,340	5,040	(300)	-5.6%
540.000-Advertising	-	92	500	446	500	500	-	0.0%
571.000-Streetscape Maintenance	20,000	29,184	20,000	20,936	25,000	23,000	(2,000)	-8.0%
572.000-Traffic Control	33,000	30,378	33,000	40,735	35,000	35,000	-	0.0%
573.000-Sidewalk and Curb Maintenance	6,000	-	6,000	-	6,000	6,000	-	0.0%
600.000-Salt, Sand and Gravel	145,000	78,495	165,000	158,435	165,000	165,000	-	0.0%
605.000-Summer Construction Supplies	45,000	19,226	45,000	24,154	45,000	35,000	(10,000)	-22.2%
609.000-Safety Supplies	3,000	1,201	3,000	1,275	3,000	3,000	-	0.0%
610.000-General Supplies	35,000	36,180	35,000	32,500	35,000	35,000	-	0.0%
610.200-Streetlight Supplies	15,000	26,175	15,000	12,537	20,000	15,000	(5,000)	-25.0%
612.000-Uniforms	3,510	5,326	2,700	4,632	3,400	3,510	110	3.2%
621.000-Natural Gas/Heating	4,200	3,504	4,200	3,925	4,200	4,200	-	0.0%
622.000-Electricity	4,200	20,463	4,500	14,703	25,000	20,000	(5,000)	-20.0%
622.200-Streetlight Electricity	138,000	141,925	138,000	150,708	142,000	150,000	8,000	5.6%
626.000-Gasoline/Fuel	42,000	39,475	50,000	39,640	50,000	45,000	(5,000)	-10.0%
735.000-Tech Equip/Hardware	-	-	-	2,046	-	-	-	n/a
750.000-Machinery and Equipment	7,000	-	7,000	-	10,000	10,000	-	0.0%
810.112-Tree Advisory Committee	10,000	4,272	10,000	6,136	10,000	10,000	-	0.0%
920.000-Transfer between funds (capital)	151,440	151,440	-	-	-	-	-	n/a
Total Expenditure	1,566,556	1,572,099	1,552,923	1,445,544	1,583,502	1,653,741	70,239	4.4%
Net General Fund	(1,413,056)	(1,403,370)	(1,420,423)	(1,310,734)	(1,456,002)	(1,526,521)	(70,519)	4.8%

Notes:

1. Significant increase in R&M Vehicle costs for aging equipment.

Costing Center

210-41-20 - Buildings - 2 Lincoln St

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Revenues								
090.000-Transfer between Town/Village	-	-	-	-	-	-	-	n/a
Total Revenues	-	-	-	-	-	-	-	n/a
Expenditure								
400.000-Contracted Services	3,000	4,944	3,000	1,545	6,000	6,579	579	9.7%
410.000-Water and Sewer Charges	1,500	828	750	761	1,700	1,500	(200)	-11.8%
420.000-Cleaning Services	22,000	15,841	15,000	7,665	18,000	27,132	9,132	50.7%
425.000-Trash Removal	3,600	3,657	4,000	3,979	4,000	4,392	392	9.8%
431.000-R&M Buildings and Grounds	20,000	10,558	5,000	4,599	8,000	7,000	(1,000)	-12.5%
450.000-Construction Services	2,824,514	-	-	-	-	-	-	n/a
505.000-Technology Subscription, Licenses	-	-	-	-	-	2,102	2,102	n/a
530.000-Communications	8,968	13,911	10,600	7,144	7,000	6,959	(41)	-0.6%
610.000-General Supplies	5,000	1,569	2,150	1,242	3,500	1,500	(2,000)	-57.1%
621.000-Natural Gas/Heating	6,500	5,332	5,800	2,396	6,000	6,000	-	0.0%
622.000-Electricity	11,000	8,215	8,500	9,187	9,000	10,000	1,000	11.1%
755.000-Furniture and Fixtures	7,000	1,072	7,000	211	500	750	250	50.0%
Total Expenditure	2,913,082	65,926	61,800	38,729	63,700	73,914	10,214	16.0%
Net General Fund	(2,913,082)	(65,926)	(61,800)	(38,729)	(63,700)	(73,914)	(10,214)	16.0%

Notes:

1. CHIPS rent is in the General Revenue budget.

2. Increased cleaning and contracted services costs for larger occupied area and HVAC/elevator/security that didn't exist prior to renovation.

Costing Center

210-41-21 - Buildings - Brownell Library

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
400.000-Contracted Services	4,750	15,498	6,350	5,197	6,350	6,500	150	2.4%
410.000-Water and Sewer Charges	700	606	540	627	650	650	-	0.0%
420.000-Cleaning Services	30,000	26,906	30,000	37,384	42,000	43,300	1,300	3.1%
431.000-R&M Buildings and Grounds	25,175	14,315	23,300	25,901	21,650	40,000	18,350	84.8%
521.000-Insurance Deductible	-	-	-	-	-	1,000	1,000	n/a
530.000-Communications	4,090	4,005	4,470	4,031	4,470	4,500	30	0.7%
610.000-General Supplies	-	-	1,800	1,989	1,500	2,000	500	33.3%
621.000-Natural Gas/Heating	7,200	6,589	7,200	7,433	7,200	7,500	300	4.2%
622.000-Electricity	14,750	16,740	14,650	18,977	16,800	19,500	2,700	16.1%
755.000-Furniture and Fixtures	-	-	2,155	1,493	-	2,000	2,000	n/a
Total Expenditure	86,665	84,659	90,465	103,031	100,620	126,950	26,330	26.2%
Net General Fund	(86,665)	(84,659)	(90,465)	(103,031)	(100,620)	(126,950)	(26,330)	26.2%

Notes:

1. There are 6 total HVAC units at the library; 2 were replaced in prior years. This budget includes replacement of 2 more units, with the final 2 units proposed to be replaced in FY28.

Costing Center

210-41-22 - Buildings - Fire Station

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
400.000-Contracted Services	600	736	600	563	850	1,420	570	67.1%
410.000-Water and Sewer Charges	500	575	500	408	600	600	-	0.0%
420.000-Cleaning Services	500	-	250	-	250	-	(250)	-100.0%
431.000-R&M Buildings and Grounds	8,000	7,783	8,500	11,121	8,500	20,000	11,500	135.3%
530.000-Communications	2,400	4,880	4,140	797	2,000	1,500	(500)	-25.0%
610.000-General Supplies	1,100	1,562	1,500	343	1,500	500	(1,000)	-66.7%
621.000-Natural Gas/Heating	4,000	3,523	5,000	6,541	5,000	5,000	-	0.0%
622.000-Electricity	7,000	8,215	8,000	9,187	8,250	8,500	250	3.0%
755.000-Furniture and Fixtures	-	-	2,000	1,200	-	-	-	n/a
Total Expenditure	24,100	27,275	30,490	30,161	26,950	37,520	10,570	39.2%
Net General Fund	(24,100)	(27,275)	(30,490)	(30,161)	(26,950)	(37,520)	(10,570)	39.2%

Notes:

1. \$11,500 increase to R&M Buildings to remove walls in office for better collaboration between officers and firefighters.

Costing Center

210-41-23 - Buildings - Park Street School

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
400.000-Contracted Services	1,000	1,083	2,000	2,370	2,000	4,348	2,348	117.4%
410.000-Water and Sewer Charges	1,500	1,222	1,150	784	1,500	784	(716)	-47.8%
420.000-Cleaning Services	32,500	21,453	-	2,282	-	-	-	n/a
431.000-R&M Buildings and Grounds	15,000	14,778	15,000	30,326	15,000	15,000	-	0.0%
505.000-Technology Subscription, License	-	-	-	-	-	671	671	n/a
530.000-Communications	3,100	3,337	3,100	2,873	2,500	2,873	373	14.9%
621.000-Natural Gas/Heating	3,500	1,987	3,900	2,892	3,900	2,892	(1,008)	-25.8%
622.000-Electricity	5,900	4,493	5,900	4,737	5,900	4,737	(1,163)	-19.7%
Total Expenditure	62,500	48,354	31,050	46,263	30,800	31,305	505	1.6%
Net General Fund	(62,500)	(48,354)	(31,050)	(46,263)	(30,800)	(31,305)	(505)	1.6%

Notes:

Costing Center

210-41-26 - Buildings - Maple Street Park and Pool

						2027 Proposed		
	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	Budget	\$ Change	% Change
Expenditure								
400.000-Contracted Services	1,000	3,336	3,000	3,246	6,500	7,501	1,001	15.4%
410.000-Water and Sewer Charges	7,800	8,623	7,800	7,594	8,750	7,594	(1,156)	-13.2%
420.000-Cleaning Services	32,500	26,580	32,500	44,698	35,000	28,743	(6,257)	-17.9%
425.000-Trash Removal	4,716	4,279	4,900	5,634	4,900	5,634	734	15.0%
431.000-R&M Buildings and Grounds	30,000	53,206	30,000	18,300	-	-	-	n/a
505.000-Technology Subscription, Licenses	-	-	-	-	-	1,343	1,343	n/a
530.000-Communications	8,900	9,844	9,150	7,366	4,000	7,366	3,366	84.2%
610.000-General Supplies	-	-	6,500	781	6,500	6,500	-	0.0%
621.000-Natural Gas/Heating	6,500	5,785	6,500	5,975	7,000	5,975	(1,025)	-14.6%
622.000-Electricity	37,500	37,919	36,500	39,629	38,000	39,629	1,629	4.3%
920.000-Transfer between funds (capital)	-	-	-	-	30,000	30,000	-	0.0%
Total Expenditure	128,916	149,571	136,850	133,224	140,650	140,284	(366)	-0.3%
Net General Fund	(128,916)	(149,571)	(136,850)	(133,224)	(140,650)	(140,284)	366	-0.3%

Notes:

Costing Center

210-90-00 - Transfers and Misc

	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027 Proposed Budget	\$ Change	% Change
Revenues								
050.000-Donation Revenue	-	8,106	-	12,309	-	-	-	n/a
Grant Revenue	-	12,904	-	3,984	-	-	-	n/a
098.000-Miscellaneous Revenue	-	-	-	-	-	-	-	n/a
Total Revenues	-	21,010	-	16,293	-	-	-	n/a
Expenditure								
Grant Expenses	-	3,021	-	26,109	-	-	-	n/a
Donation Expenses	-	8,974	-	11,620	-	-	-	n/a
Capital Transfer	531,585	3,276,360	584,744	3,409,258	643,218	643,218	-	0.0%
Rolling Stock Transfer	-	-	283,450	283,450	300,638	322,283	21,645	7.2%
Buildings Transfer	50,000	50,000	50,000	50,000	50,000	50,000	-	0.0%
EJRP Capital Transfer	112,771	112,771	113,380	113,380	114,103	114,103	0	0.0%
910.000-Stormwater Fees	-	-	-	-	7,811	6,363	(1,448)	-18.5%
922.000-Contribution to Fund Balance/Reserves	5,000	5,000	5,000	5,000	5,000	25,000	20,000	400.0%
922.001-General Reserves	-	-	-	-	110,000	-	(110,000)	-100.0%
Total Expenditure	699,356	3,456,126	1,036,574	3,898,816	1,230,770	1,160,967	(69,803)	-5.7%
Net General Fund	(699,356)	(3,435,116)	(1,036,574)	(3,882,523)	(1,230,770)	(1,160,967)	69,803	-5.7%

Notes:

1. Remove fund balance reserve planning of 1% each year.
2. Increase fund balance reserve planning by \$20,000 for anticipated retirements.
3. Actual Capital Transfers - FY24 transfer from ARPA Fund to General Fund for revenue replacement; FY25 transfer budget surplus in General Fund to Building Maintenance Fund for 2 Lincoln Renovation.

Costing Center

210-95-00 - Debt

	2024 Budget	2024 Actual	2025 Budget	2025 Actual	2026 Budget	2027	\$ Change	% Change
						Proposed Budget		
Expenditure								
900.000-Transfer between Town/City	203,203	203,203	200,574	193,608	188,738	183,148	(5,590)	-3.0%
950.903-Capital Imp Principal	135,135	135,300	135,135	135,135	135,135	135,135	-	0.0%
955.903-Capital Imp Interest	64,190	56,413	56,344	38,702	52,070	43,082	(8,988)	-17.3%
Total Expenditure	402,528	394,916	392,053	367,446	375,943	361,365	(14,578)	-3.9%
Net General Fund	(402,528)	(394,916)	(392,053)	(367,446)	(375,943)	(361,365)	14,578	-3.9%

Notes:

1. Final Payments: police facility FY34, capital improvement FY35.

Building Maintenance Fund				
	FY26	FY27	FY28	Notes
	Projection	Projection	Projection	
Beginning Balance	1,178,148	98,108	148,108	
Add	50,000	50,000	50,000	\$50,000 annual transfer, \$2,824,513.71 FY24 surplus transfer and \$400,000 LOT funds for 2 Lincoln
Spend	1,130,040	-	-	FY24 Brownell roof and entrance \$200,000 (spent \$11,399.50 in FY23, \$39,730.08 in FY24, \$6787.76 in FY25), FY25 2 Lincoln renovations \$3,892,679.71 (spent \$46,048.50 in FY24, \$2,933,674.10 in FY25), FY26 Brownell carpet replacement \$75,000 (originally budgeted FY25) - actual roof replacement cost \$65,000 plus architect fees
Ending Balance	98,108	148,108	198,108	

Future Projects:

1. Soffit and Facia replacement and painting on Brownell Library. Estimating \$30,000
2. Sprinkler system at 2 Lincoln \$150,000
3. Address the inefficiencies noted in the Brownell library building efficiency testing report.
4. ADA entrance at Brownell. Estimating \$750,000 (keep match for potential grant funding FY27 - savings from original roof budget @ \$77k remaining)
5. Maple St maintenance garage to better serve City buildings function.
6. Memorial Park fountain repair (need cost estimate)

Economic Development Fund

		FY26	FY27	FY28	
	FY25	Projection	Projection	Projection	Notes
Beginning Balance	869,061	914,544	293,327	316,327	
					tax revenue - this amount will most likely change after reappraisal (potential increase); this figure does not include interest revenue for FY26/FY27; to be reconsidered by voters in 2027
Add	142,326	113,000	113,000		
					FY25 \$40,000 Main St Park (spent \$6425 in FY25); FY25 \$90,000 Crescent Connector (spent \$86,820.25 in FY25) and \$250,000 Amtrak (spent \$2865 in FY25); FY26 \$450,000 Amtrak; FY27 \$50,000 Amtrak; FY27 \$40,000 Connect the Junction implementation or Pearl St quick build
Spend	96,843	734,217	90,000		
Ending Balance	914,544	293,327	316,327	316,327	

Notes:

1. Main St Park was originally estimated at \$478,002 with a match of \$278,002. In FY25 (by the Council on 10/30/24) the budget was revised to \$240,000 (\$200,000 Downtown Transportation Fund grant + \$40,000 municipal contribution). Prior funds spent on the project don't count toward match and were spent in earlier fiscal years. For FY25 \$40,000 from the Economic Development Fund is allocated for this project.

2. Crescent Connector project requires an additional \$90,000 (bike racks, bike boxes, EV charging stations, trees, and potentially ROW clean up costs). This is reduced from a previous estimate of \$109,000.

3. Amtrak grant match is estimated at \$750,000.

Local Option Tax Fund						
	FY26	FY27	FY28	FY29	FY30	Notes
	Projection	Projection	Projection	Projection	Projection	
Beginning Balance	1,087,262	759,263	609,263	459,263	309,263	
Add	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	annualized average of actual receipts
						FY25 Rebranding \$27,500 (not spent FY25); FY25 Banners/Signs \$14,375 (not spent FY25); FY25 Sidewalks \$255,525.56 (spent \$19,401.75); FY26-FY29 conservative revenue estimate with 25% to sidewalks and \$800,000 to capital (revenue does not include potential interest)
Spend	1,327,999	1,150,000	1,150,000	1,150,000	1,150,000	Banners/Signs - 50 banners for streetlights \$110/ea, 5 entrance signs \$1,775/ea
Ending Balance	759,263	609,263	459,263	309,263	159,263	

- Notes:
- 1. In FY24 (by Council on 8/9/23) the rebranding allocation of \$40,000 was reduced to \$27,500, as \$12,500 was re-allocated to the strategic planning effort.
 - 2. FY25 banners/signs \$14,375.
 - 3. FY25 sidewalk funds \$255,526 actual (25% of revenue)
 - 4. FY26 25% of revenue for sidewalks per LOT policy and \$800,000 for capital projects.
 - 5. FY27-FY30 25% of revenue for sidewalks per LOT policy and \$900,000 for capital projects.

Actual LOT Revenue:	FY23	FY24	FY25	FY26
Q1	-	284,780.40	263,103.52	
Q2	240,799.90	223,554.85	261,428.29	
Q3	195,435.64	219,797.53	237,710.40	
Q4	219,588.49	232,463.92	259,860.01	
Interest	3,517.96	25,481.52	26,380.17	
Total	659,341.99	986,078.22	1,048,482.39	-
			1,022,102.22	estimated annual average revenue

To calculate LOT revenue: 1% of total receipts as reported to State, 30% of that is retained by State for PILOT fund-70% comes to City (75% beginning 10/1/25 which has not been factored in here), \$5.96/return fee assessed as well

General Fund Capital Reserve Fund Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	387,495	329,454	581,190	86,102	1,588,810	1,044,892	900,979	(461,467)	(1,425,471)	(1,865,004)	(2,859,440)	(2,731,179)	(2,247,332)	(2,134,251)
Planned Spending	(1,617,820)	(1,314,806)	(2,051,235)	(60,000)	(1,963,254)	(1,569,941)	(2,795,235)	(2,403,620)	(1,886,046)	(2,447,914)	(1,332,252)	(983,771)	(1,361,713)	(4,092,688)
Revenue Sources														
General Fund Transfer In	643,218	649,650	656,147	662,708	669,335	676,028	682,789	689,617	696,513	703,478	710,513	717,618	724,794	732,042
CVE Annual Contribution	16,561	16,892												
LOT Transfer In	900,000	900,000	900,000	900,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000	750,000
Misc. Donations and Interest Earnings														
Summary Stormwater Grants														
Brickyard Culvert														
Vtrans Structures Grant-Main St. Ped Bridge														
Crescent Connector Grant														
Pearl St. Missing Link Grants														
FEMA - Densmore Drive (Oct 2019 event) and State 15%														
Total Revenues	1,559,779	1,566,542	1,556,147	1,562,708	1,419,335	1,426,028	1,432,789	1,439,617	1,446,513	1,453,478	1,460,513	1,467,618	1,474,794	1,482,042
Ending Fund Balance	329,454	581,190	86,102	1,588,810	1,044,892	900,979	(461,467)	(1,425,471)	(1,865,004)	(2,859,440)	(2,731,179)	(2,247,332)	(2,134,251)	(4,744,897)
annual planned increase GF transfer in:														
	0%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%

Rolling Stock Fund Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	369,870	78,653	(213,309)	(310,446)	(48,417)	(12,802)	(121,113)	(1,077,554)	(1,300,728)	(1,534,650)	(1,052,103)	(406,172)	(236,977)	(1,126,883)
Planned Spending														
Streets	(613,500)	(637,450)	(467,500)	(135,000)	-	(87,000)	(1,075,550)	(387,500)	(496,000)	-	-	-	-	(30,574)
Fire	-	-	-	(1,100,000)	-	(97,571)	-	-	-	(120,000)	-	(2,871,208)	(1,632,199)	-
Total Spending	(613,500)	(637,450)	(467,500)	(1,235,000)	-	(184,571)	(1,075,550)	(387,500)	(496,000)	(120,000)	-	(2,871,208)	(1,632,199)	(30,574)
Debt Payments (fire truck)				1,100,000	(390,000)	(380,000)	(370,000)	(360,000)	(300,000)			2,347,966		
Revenue Sources														
Highway General Fund Transfer In														
Fire General Fund Transfer In														
General Fund Transfer In	322,283	345,488	370,363	397,029	425,615	456,259	489,110	524,326	562,078	602,547	645,930	692,437	742,293	795,738
Vac Truck Rental														
Sale of Assets														
Interest Earnings														
Total Revenues	322,283	345,488	370,363	397,029	425,615	456,259	489,110	524,326	562,078	602,547	645,930	692,437	742,293	795,738
Ending Fund Balance	78,653	(213,309)	(310,446)	(48,417)	(12,802)	(121,113)	(1,077,554)	(1,300,728)	(1,534,650)	(1,052,103)	(406,172)	(236,977)	(1,126,883)	(361,719)
annual planned increase GF transfer in:														
	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%	7.2%

Water Fund Capital Reserve Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	(207,537)	131,126	457,108	242,810	684,509	1,169,642	1,679,184	2,139,394	2,797,610	2,714,859	3,436,683	3,081,306	4,077,128	5,126,940
Planned Spending	(23,883)	(5,591)	(600,924)	-	(11,662)	(42,373)	(232,847)	(90,000)	(886,143)	(166,018)	(1,297,210)	-	-	(2,430,426)
Debt Payments (previous FY35, Main St. water line FY53, lead service line FY32)	(247,454)	(328,427)	(323,374)	(318,301)	(313,205)	(308,084)	(216,943)	(211,784)	(206,609)	(172,158)	(168,168)	(164,178)	(160,188)	(156,198)
Revenue Sources														
<i>Transfer In from Water Operating Budget</i>	610,000	660,000	710,000	760,000	810,000	860,000	910,000	960,000	1,010,000	1,060,000	1,110,000	1,160,000	1,210,000	1,260,000
<i>Interest Earnings</i>														
<i>Vac Truck Rental</i>														
Total Revenues	610,000	660,000	710,000	760,000	810,000	860,000	910,000	960,000	1,010,000	1,060,000	1,110,000	1,160,000	1,210,000	1,260,000
Ending Fund Balance	131,126	457,108	242,810	684,509	1,169,642	1,679,184	2,139,394	2,797,610	2,714,859	3,436,683	3,081,306	4,077,128	5,126,940	3,800,316

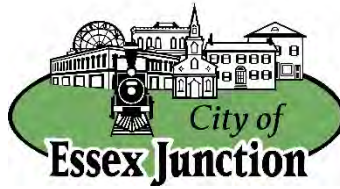
Wastewater Fund Capital Reserve Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	2,120,321	2,357,183	2,664,045	3,200,907	3,757,770	4,334,632	4,934,632	5,385,504	6,025,504	6,685,504	7,365,504	8,065,504	8,785,504	9,525,504
Planned Spending	(260,000)	(210,000)	-	-	-	-	(169,127)	-	-	-	-	-	-	-
Debt Payments (ARRA Stimulus Loan ends FY31)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)									
Revenue Sources														
<i>Transfer In from Wastewater Operating Budget</i>	500,000	520,000	540,000	560,000	580,000	600,000	620,000	640,000	660,000	680,000	700,000	720,000	740,000	760,000
<i>Interest Earnings</i>														
Total Revenues	500,000	520,000	540,000	560,000	580,000	600,000	620,000	640,000	660,000	680,000	700,000	720,000	740,000	760,000
Ending Fund Balance	2,357,183	2,664,045	3,200,907	3,757,770	4,334,632	4,934,632	5,385,504	6,025,504	6,685,504	7,365,504	8,065,504	8,785,504	9,525,504	10,285,504

Sanitation Fund Capital Reserve Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	298,115	118,238	142,214	246,154	343,482	523,707	773,234	581,660	359,107	748,294	1,184,940	1,651,585	2,137,476	2,654,002
Planned Spending	(245,204)	(91,352)	(61,388)	(118,000)	(65,104)	(40,000)	(511,101)	(572,080)	(57,459)	(40,000)	(40,000)	(50,756)	(50,120)	(66,291)
Debt Payments (HS Pump Station Upgrade RF1-157 FY34 and ARRA Stimulus Loan FY31)	(81,318)	(81,318)	(81,318)	(81,317)	(81,317)	(67,119)	(67,119)	(67,119)						
Estimated Debt Payment on Maple/River/West St Pump Station Retro-fits (\$3,800,000 for 20 yrs with 2.0% admin fee)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)	(232,396)
Revenue Sources														
<i>Transfer In from Sanitation Operating Budget</i>	272,000	322,000	372,000	422,000	452,000	482,000	512,000	542,000	572,000	602,000	632,000	662,000	692,000	722,000
<i>Allocation Fee Revenue</i>														
<i>Bond Funding (Maple/River/West St Pump Station Retro-fits)</i>														
Town Share 70% of West St Pump Station Retro-fit (West St portion is 65.8% of total debt)	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041	107,041
<i>Interest Earnings</i>														
Total Revenues	379,041	429,041	479,041	529,041	559,041	589,041	619,041	649,041	679,041	709,041	739,041	769,041	799,041	829,041
Ending Fund Balance	118,238	142,214	246,154	343,482	523,707	773,234	581,660	359,107	748,294	1,184,940	1,651,585	2,137,476	2,654,002	3,184,357

Stormwater Fund Capital Reserve Balance														
	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
Beginning Fund Balance	-	(82,353)	(1,108,793)	(1,442,868)	(1,149,899)	(834,750)	(413,009)	73,226	652,297	1,252,710	1,831,754	2,602,497	3,450,315	4,181,509
Planned Spending	(412,353)	(1,213,940)	(568,450)	-	(51,062)	(36,023)	(40,193)	-	(36,565)	(121,632)	-	-	(201,405)	(749,430)
Debt Payment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Revenue Sources														
<i>Transfer In from Stormwater Operating Budget</i>	150,000	187,500	234,375	292,969	366,211	457,764	526,428	579,071	636,978	700,676	770,744	847,818	932,600	1,025,860
<i>MS4 Formula Grant</i>	180,000													
<i>Interest Earnings</i>	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	330,000	187,500	234,375	292,969	366,211	457,764	526,428	579,071	636,978	700,676	770,744	847,818	932,600	1,025,860
Ending Fund Balance	(82,353)	(1,108,793)	(1,442,868)	(1,149,899)	(834,750)	(413,009)	73,226	652,297	1,252,710	1,831,754	2,602,497	3,450,315	4,181,509	4,457,939
annual planned increase transfer in: n/a 25% 25% 25% 25% 25% 15% 10% 10% 10% 10% 10% 10% 10%														

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
GFC	Streets	Rosewood Lane Road Reconstruction and Sidewalk Replacement	4	III	10/17/25	2,249,666	1,214,820	1,304,806												
SAN	Sanitation	Rosewood Lane Road Reconstruction and Sidewalk Replacement	4	III	10/17/25	75,656	81,708													
SW	Stormwater	Rosewood Lane Road Reconstruction and Sidewalk Replacement	4	III	10/17/25	26,253	28,353													
WA	Water	Waterline 235 Pearl St to Susie Wilson Rd	6	V	10/17/25	522,757														
GFC	Streets	Replace Waterline North St - Grove St to Central St	7	QQQ	10/17/25	1,759,685			2,041,235											
SAN	Sanitation	Replace Waterline North St - Grove St to Central St	7	QQQ	10/17/25	18,438			21,388											
WA	Water	Replace Waterline North St - Grove St to Central St	7	QQQ	10/17/25	518,038			600,924											
SW	Stormwater	Replace Waterline North St - Grove St to Central St	7	QQQ	10/17/25	246,422			285,850											
GFC	Streets	Road Reconstruction Pleasant St - Main St to Mansfield Ave	8	NNN	10/17/25	1,583,269				1,963,254										
SAN	Sanitation	Road Reconstruction Pleasant St - Main St to Mansfield Ave	8	NNN	10/17/25	20,245				25,104										
WA	Water	Road Reconstruction Pleasant St - Main St to Mansfield Ave	8	NNN	10/17/25	9,405				11,662										
SW	Stormwater	Road Reconstruction Pleasant St - Main St to Mansfield Ave	8	NNN	10/17/25	41,179				51,062										
GFC	Streets	West St. Sidewalk South St. to Clems Dr.	9	VV	10/17/25	924,492						1,183,350								
WA	Water	West St. Sidewalk South St. to Clems Dr.	9	VV	10/17/25	33,104						42,373								
GFC	Streets	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.	10	TT	10/17/25	2,117,602							2,795,235							
WA	Water	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.	10	TT	10/17/25	12,580								16,606						
SW	Stormwater	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.	10	TT	10/17/25	30,449								40,193						
GFC	Streets	West St. & West St. Ext. Intersection Improvements	11	BBB	10/17/25	106,712						136,591								
SW	Stormwater	West St. & West St. Ext. Intersection Improvements	11	BBB	10/17/25	28,143						36,023								
GFC	Streets	Old Colchester Rd new sanitary sewer	12	T	10/17/25	881,492								1,198,829						
SAN	Sanitation	Old Colchester Rd new sanitary sewer	12	T	10/17/25	391,235								532,080						
GFC	Streets	Multi use path through ANR from West St to Pearl St	13	FFF	10/17/25	885,876								1,204,791						
GFC	Streets	Central St waterline	14	H	10/17/25	1,240,033									1,736,046					
SAN	Sanitation	Central St waterline	14	H	10/17/25	12,471									17,459					
WA	Water	Central St waterline	14	H	10/17/25	632,959									886,143					
SW	Stormwater	Central St waterline	14	H	10/17/25	26,118									36,565					
GFC	Streets	Main Street Indian Brook Bridge Replacement	15	VVV	10/17/25	1,699,940										2,447,914				
WA	Water	Main Street Indian Brook Bridge Replacement	15	VVV	10/17/25	115,290										166,018				
SW	Stormwater	Main Street Indian Brook Bridge Replacement	15	VVV	10/17/25	84,467										121,632				
GFC	Streets	Main St. Sidewalk & Lighting Bridge to Crestview	16	YYA	10/17/25	359,461											532,002			
GFC	Streets	West St waterline replacement So Summit St to Hayden Dr	17	HH	10/17/25	540,709											800,249			
WA	Water	West St waterline replacement So Summit St to Hayden Dr	17	HH	10/17/25	876,493											1,297,210			
GFC	Streets	Main Street Pedestrian Bridge and Sidewalk	18	UUU-Phase I	10/17/25	647,218											983,771			
GFC	Streets	Main Street Pedestrian Bridge and Sidewalk	18	UUU-Phase II	10/17/25	816,960												1,274,458		
SAN	Sanitation	Main Street Pedestrian Bridge and Sidewalk	18	UUU-Phase I	10/17/25	7,076											10,756			
SAN	Sanitation	Main Street Pedestrian Bridge and Sidewalk	18	UUU-Phase II	10/17/25	6,487												10,120		
SW	Stormwater	Main Street Pedestrian Bridge and Sidewalk	18	UUU-Phase II	10/17/25	129,106												201,405		
GFC	General	Lincoln Hall Parking Lot	19	HHH	10/17/25	55,933												87,255		
GFC	Streets	Main St. Drainage Curb & Sidewalk Pleasant to Bridge	20	KK	10/17/25	694,721													1,111,554	
SAN	Sanitation	Main St. Drainage Curb & Sidewalk Pleasant to Bridge	20	KK	10/17/25	16,432													26,291	
SW	Stormwater	Main St. Drainage Curb & Sidewalk Pleasant to Bridge	20	KK	10/17/25	144,960													231,936	
GFC	Streets	River St section A new curb and sidewalk Park St to Stanton Dr	21	Z	10/17/25	245,351													392,562	
SW	Stormwater	River St section A new curb and sidewalk Park St to Stanton Dr	21	Z	10/17/25	49,928													79,885	
GFC	Streets	River St section B new curb and sidewalk Stanton Dr to Riverside in the Village	22	AA	10/17/25	156,196													249,914	
SW	Stormwater	River St section B new curb and sidewalk Stanton Dr to Riverside in the Village	22	AA	10/17/25	273,506													437,610	
GFC	Streets	Abnaki Road Reconstruction	23	A	10/17/25	514,992													823,987	
GFC	Streets	Orchard Terrace Sidewalk Replacement	24	U	10/17/25	256,672													410,675	
GFC	Streets	South St waterline replacement Park St to Doon Way	25	CC	10/17/25	504,957													807,931	
WA	Water	South St waterline replacement Park St to Doon Way	25	CC	10/17/25	803,354													1,285,366	
GFC	Streets	Church St waterline replacement Main St to East St	26	I	10/17/25	36,235													57,976	
WA	Water	Church St waterline replacement Main St to East St	26	I	10/17/25	364,300													582,880	
GFC	Streets	Grant St waterline replacement Jackson St to Maple St	27	L	10/17/25	148,806													238,090	
WA	Water	Grant St waterline replacement Jackson St to Maple St	27	L	10/17/25	351,362													562,179	
GFC	Fire	Air Packs (placed in service 2020)										250,000								
GFC	Fire	SCBA Compressor (placed in service 2020)													150,000					
GFC	Fire	Thermal Cameras (placed in service 2022)				60,000				60,000										
GFC	Streets	Traffic cameras (FY27 5 corners lights - 5 cameras @ \$6,000/ea, West St Ext/Pearl St lights - 2 cameras \$25,000)					55,000													
GFC	Streets	Traffic calming measures					10,000	10,000	10,000											
GFC	General	Veteran's Memorial Park			10/23/25		300,000													
GFC	Streets	Pedestrian Crossings - FY30 West St Ext and CVE								TBD										
GFC	Streets	Bike Lanes - FY27 Park St (parking removal and bike lane)					10,000													
GFC	Streets	Asset Management Program				52,000	13,000													
GFC	Streets	Lawn Mower					15,000													
RS	Fire	Command Vehicle (addition to fleet - existing command vehicle will become first response vehicle)				70,000										120,000				
RS	Fire	Ladder - 2012 Pierce 8L3															2,871,208			
RS	Fire	Pickup - 2019 Ford 8C9										97,571								
RS	Fire	Pumper - 2008 8E5				1,100,000				1,100,000										
RS	Fire	Pumper - 2018 Pierce 8E7																	1,632,199	
RS	Streets	Compressor - 2017 Sullair #13				31,200		31,200												
RS	Streets	Dumptruck - 2012 International #7				248,399							375,000							
RS	Streets	Dumptruck - 2013 Freightliner #5				262,500							375,000							
RS	Streets	Dumptruck - 2014 Freightliner #6				287,500	287,500								400,000					

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40+
RS	Streets	Dumptruck - 2016 Freightliner #34				275,000								387,500						
RS	Streets	Loader - 2014 Cat #9				303,750		281,250												
RS	Streets	Pickup - 2024 Silverado #4				87,000						87,000								
RS	Streets	Pickup - 2025 Silverado #3				90,000							90,000							
RS	Streets	Pickup - 2019 Silverado #1				72,000		72,000												
RS	Streets	Pickup 1 Ton - 2019 Silverado #15				69,000	69,000								96,000					
RS	Streets	Sidewalk Plow - 2017 Prinoth PW4S #10				253,000	242,000													
RS	Streets	Sidewalk Plow - 2021 Prinoth SW50S #11				264,000		253,000												
RS	Streets	Trailer Mounted Boom Lift - 2019 #35				45,000			45,000											
RS	Streets	Vacuum Sweeper - 2013 Johnston #16				422,500			422,500											
RS	Streets	Wheel Loader - 2019 Neuson Wacker #38				135,000				135,000										
RS	Streets	Landscape Trailer				15,000														30,574
RS	Streets	Mower				15,000	15,000													
RS	Streets	Vac Truck #8				785,168							235,550							
SAN	Sanitation	Vac Truck #8				785,168							471,101							
WA	Water	Vac Truck #8				785,168							39,258							
WW	Wastewater	Vac Truck #8				785,168							39,258							
SAN	Sanitation	Collection system capacity study			10/21/22	85,000	28,400													
SAN	Sanitation	Manhole Rehab/Sliplining					100,000		80,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
SAN	Sanitation	Trailer Pump						TBD												
SAN	Sanitation	Meter replacement program					22,096	11,352												
SAN	Sanitation	Pickup Truck				78,000				78,000										
SAN	Sanitation	Asset Management Program				52,000	13,000													
SW	Stormwater	Phosphorus Control - Hiawatha infiltration system, South St			various	1,193,940	180,000	973,940	217,600											
SW	Stormwater	Sliplining of pipes (3)					125,000	125,000												
SW	Stormwater	Old Colchester Box Culvert rehab			9/1/23	100,000		50,000	50,000											
SW	Stormwater	Brickyard Rd Catch Basin and outlet retrofit				35,000		35,000												
SW	Stormwater	Failed infrastructure repairs/replacement (outlets and pipes)					55,000	15,000	15,000											
SW	Stormwater	Vac truck nozzle with camera (1/2 cost)				19,000	11,000													
SW	Stormwater	Drywell Project: 14 Grandview Ave				15,000		15,000												
SW	Stormwater	Asset Management Program				52,000	13,000													
WA	Water	Meter replacement program					10,883	5,591												
WA	Water	Water Pickup Truck #2				41,527								90,000						
WA	Water	Backhoe																		
WA	Water	Asset Management Program				52,000	13,000													
WW	Wastewater	Capital Planning - 20 Year (FY28)						TBD												
WW	Wastewater	Catwalk addition to filter building				60,000	20,000	TBD												
WW	Wastewater	Effluent Filter Cloths (recurring 5-7 years)			4/1/22	45,000	45,000													
WW	Wastewater	Energy Cons. Measures Design, install.				30,000	10,000													
WW	Wastewater	Concrete Crack Sealing (annual amount for routine maintenance TBD)				10,000		10,000												
WW	Wastewater	Digester Block Re-Face				125,000		125,000												
WW	Wastewater	Service truck with body and crane				90,000	90,000													
WW	Wastewater	Digester flare & flame arrestor replacement					12,000													
WW	Wastewater	Wheel Loader Replacement (2018)											129,869							
WW	Wastewater	Headworks Improvements				40,000		40,000												
WW	Wastewater	GBT control panel replacement			1/1/25			35,000												
WW	Wastewater	Secondary #3 concrete and metal rehab					50,000													
WW	Wastewater	EQ membrane replacement			8/20/25	8,000	8,000													
WW	Wastewater	WAS pump replacements			8/13/25	70,000														
WW	Wastewater	Drying beds					TBD													
WW	Wastewater	Building exterior doors					25,000													



Memo

To: Essex Junction City Council
From: Ashley Snellenberger, Communications & Strategic Initiatives Director
Meeting Date: February 11, 2026
Agenda Item: Brand Identity Final Design

Issue: The Rebranding Committee is proud to present the City's final brand identity and requests City Council approval. This new identity reflects the community's voice, incorporates extensive design revisions, and accomplishes the project's goals.

Discussion: The brand identity presented today remains largely consistent with the version reviewed in December. In the fourth round of revisions, the Committee directed Place to explore alternate color placements in the logo and to begin developing both a horizontal logo and sub-branding options.

The Committee selected the color placement in the packet for its improved visual balance. For sub-branding, we chose to use the icon with text encircling it, as the full logo became too busy. Work on the horizontal logo variation is ongoing and will be finalized during the style guide revision phase.

As a reminder, here is how we came to our final design.

In April, the City formed a Rebranding Committee consisting of one City Councilor, one staff member, five community members, and the Communications Director. Each community member brought experience in design, marketing, or consulting. In June, the City contracted Place Creative Company to develop a brand identity. In September, we conducted a community survey and attended Meet Me on Main events, gathering 272 responses from both online and in-person participants. Using this feedback, Place produced a Project Brief that guided its creative team in developing brand identity options. The project's goals included creating a brand that:

- Reflect progress without pretense as a growing, diverse, and inclusive community.
- Resonates as both a community with deep roots and forward momentum.
- Is warm, energetic, thoughtful, welcoming, confident, and vibrant.
- Conveys connection, a place where people, paths, and ideas meet.

In November, Place presented seven brand identity options to the Rebranding Committee. The committee recommended that the Council proceed with Option A, which then underwent five rounds of revisions. These revisions included adjustments to color, font, and layout to refine the design. The team also ensured the brand identity would perform well across multiple formats—such as one- and two-color versions, black and white, and a range of sizes—along with both vertical and horizontal variations. As a

result, this brand identity offers the City greater flexibility in using the logo across various applications. At the December City Council meeting, the Council reviewed the progress of the logo and approved the tagline “Where it all Comes Together.”

The Committee believes this brand identity reflects Essex Junction’s values, heritage, and aspirations. Informed by community feedback, the design achieves a modern yet grounded look that honors our history while showcasing ongoing progress. The distinctive logo—an abstract representation of the “Five Corners”—symbolizes our City’s connections and reinforces Essex Junction’s unique sense of place and community.

The Committee seeks Council approval for the brand identity. Upon approval, we will work with Place to develop the style guide, signage, and templates that will support the City’s daily operations and communications.

Cost: None

Recommendation: The Rebranding Committee recommends that the Council approve the final brand identity design.

Recommended Motion: “I move that the City Council approve the final brand identity design as presented.”

Attachments: Presentation Round 5

CITY OF ESSEX JUNCTION

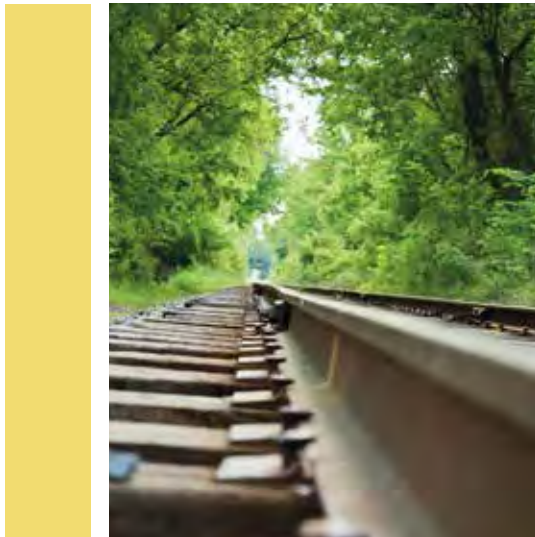
IDENTITY DEVELOPMENT

FEBRUARY 5, 2026



— CITY OF —

Essex Junction





2-COLOR LOGO





— CITY OF —
**Essex
Junction**



— CITY OF —
**Essex
Junction**



— CITY OF —
**Essex
Junction**





— CITY OF —

Essex Junction

STIX Two Text Regular

- Google Font—free for commercial use

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SUB-BRANDING

SUB-BRAND
WITH TEXT



Public
Works



Water Resource
Recovery Facility

SUB-BRAND
WITH LOGO



place.

Memo

To: City Council

From: Brad Luck, Recreation & Parks Director

Meeting Date: February 11, 2026

Agenda Item: Department Head Conversation

This is intended to be an opportunity for the Council to engage with the Department Head and to have a conversation that is not driven by a business item or budget need, but an honest look into their operations, staff, and services. The Department Head will begin with a few highlights from each of the three sections below before opening it up to a dialogue with the Trustees. The intention is for this conversation to be 10-15 minutes.

Six-Month Department Look Back (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- New Preschool Director, Program Director, Licensed Childcare Director
- Meet Me on Main!
- Pumpkin Palooza
- Train Hop, Letters to the North Pole, Giving Tree
- Winter Lights at the Park
- Governance Committee
- Pay Equity Committee
- FY27 Budget
- Youth & adult basketball

Six-Month Department Look Ahead (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- Summer Camp & Swim brochure
- Egg Hunt
- 8th Grade DC Trip
- Maple Street upgrades
- Senior Center renovations & reopening
- Memorial Day Parade
- Maple Street Pool
- July 4th
- Cascade Park renovations
- Main Street Park

Anything you think the Council should know

- Space/facilities

Memo

To: City Council

From: Julie Shorter

Meeting Date: 2/11/2026

Agenda Item: Department Head Conversation

This is intended to be an opportunity for the Council to engage with the Department Head and to have a conversation that is not driven by a business item or budget need, but an honest look into their operations, staff, and services. The Department Head will begin with a few highlights from each of the three sections below before opening it up to a dialogue with the Trustees. The intention is for this conversation to be 10-15 minutes.

Six-Month Department Look Back (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

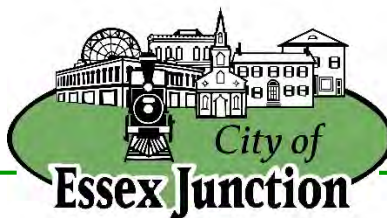
- Served almost 100 seniors at each of our large meals this fall/winter - senior picnic, Thanksgiving, and Holiday luncheons.
- Have built strong partnerships with SASH coordinators at Cathedral Square senior housing communities, allowing us to offer programming in free, accessible community spaces. We have also partnered together for winter indoor walking at the fairgrounds, where we see 20-30 people twice a week.
- 55+ Hiking Club was launched last spring and continued to grow through the fall. They go on volunteer-led hikes about once a week. Some have continued through the winter and go on weekly snowshoeing adventures together.

Six-Month Department Look Ahead (celebrations, accomplishments, mistakes, challenges, staff, volunteers, community members, partnerships, budgets, programs, initiatives, efforts, etc.)

- When the senior center reopens, we plan to host a grand reopening, and having this dedicated space will create many new opportunities for expanded programming.
- I have a few people who have contacted me that they're interested in volunteering at the senior center once it reopens and I hope to continue to grow that list as we get closer to opening.
- New programming for summer: We've scheduled a senior swim night at Maple Street Pool and a horse barn in Jericho will be offering free monthly horse time for our seniors.

Anything you think the Council should know

- Participation in our regular weekly programming continues to steadily grow, particularly in Mah Jongg and Bingo. I anticipate even greater engagement when the center reopens. While we're grateful to have had spaces in the community to use while renovations are happening, it has come with challenges and having a familiar and constant space will be reassuring to a lot of seniors who have chosen not to participate since we moved out.



MEMORANDUM

To: City Council

From: Christopher Yuen, Community Development Director

Meeting Date: February 11, 2026

Subject: Pearl Street Pedestrian Crossing Scoping Study – Project Update

Issue: Provide City Council with an update on the ongoing scoping study evaluating the potential for pedestrian crossing improvements on Pearl Street and outline next steps.

Discussion:

Over the past several years, community members have consistently raised concerns about the lack of safe and convenient pedestrian crossing opportunities on Pearl Street between Warner Avenue and Weston Way. This approximately ½-mile segment of Pearl Street has three lanes, includes residential and commercial land uses and bus stops on both sides of the roadway, and currently has no marked pedestrian crossings. The corridor is also identified for continued growth and increased activity through the adopted Connect the Junction Transit-Oriented Development Master Plan.

In response, the City is working with the Chittenden County Regional Planning Commission (CCRPC) and consultant Hoyle Tanner to conduct a focused scoping study evaluating one to two potential pedestrian crossing locations along this corridor. The purpose of the study is to assess existing conditions, review pedestrian and traffic data, evaluate whether crossings may be warranted, and develop conceptual alternatives and cost estimates for potential improvements.

The project builds on previous studies, including a 2012 crossing warrant analysis that recommended limited action at that time, and reflects changes in land use, travel patterns, and community priorities since that earlier work.

To date, the project team has completed data collection, a site visit, and an online public survey. The consultant is currently reviewing survey results, traffic data, and crash history and is developing conceptual design alternatives that may include treatments such as marked crosswalks, Rectangular Rapid Flashing Beacons (RRFBs), median refuge islands, or other appropriate safety measures based on engineering judgment.

The next major milestone will be a public alternatives presentation meeting. Staff proposes that the City's Bike Walk Advisory Committee host this meeting on March 12, 2026 to provide a focused forum for reviewing the concepts, explaining tradeoffs, and gathering feedback prior to finalizing the scoping report.

Cost:

This study is a part of the FY26 Unified Planning Work Program. The local match of \$7,000 is included in the FY26 operating fund budget. Planning-level cost estimates for all proposed alternatives will be made available as a part of the study.

Recommendation:

It is recommended that the City Council provide any early feedback, comments, or questions regarding the Pearl Street Pedestrian Crossing Scoping Study at this time. Early Council input will help inform the project team as they continue to evaluate data, refine conceptual alternatives, and prepare for the upcoming public alternatives presentation.

No formal action is requested.

Attachments:

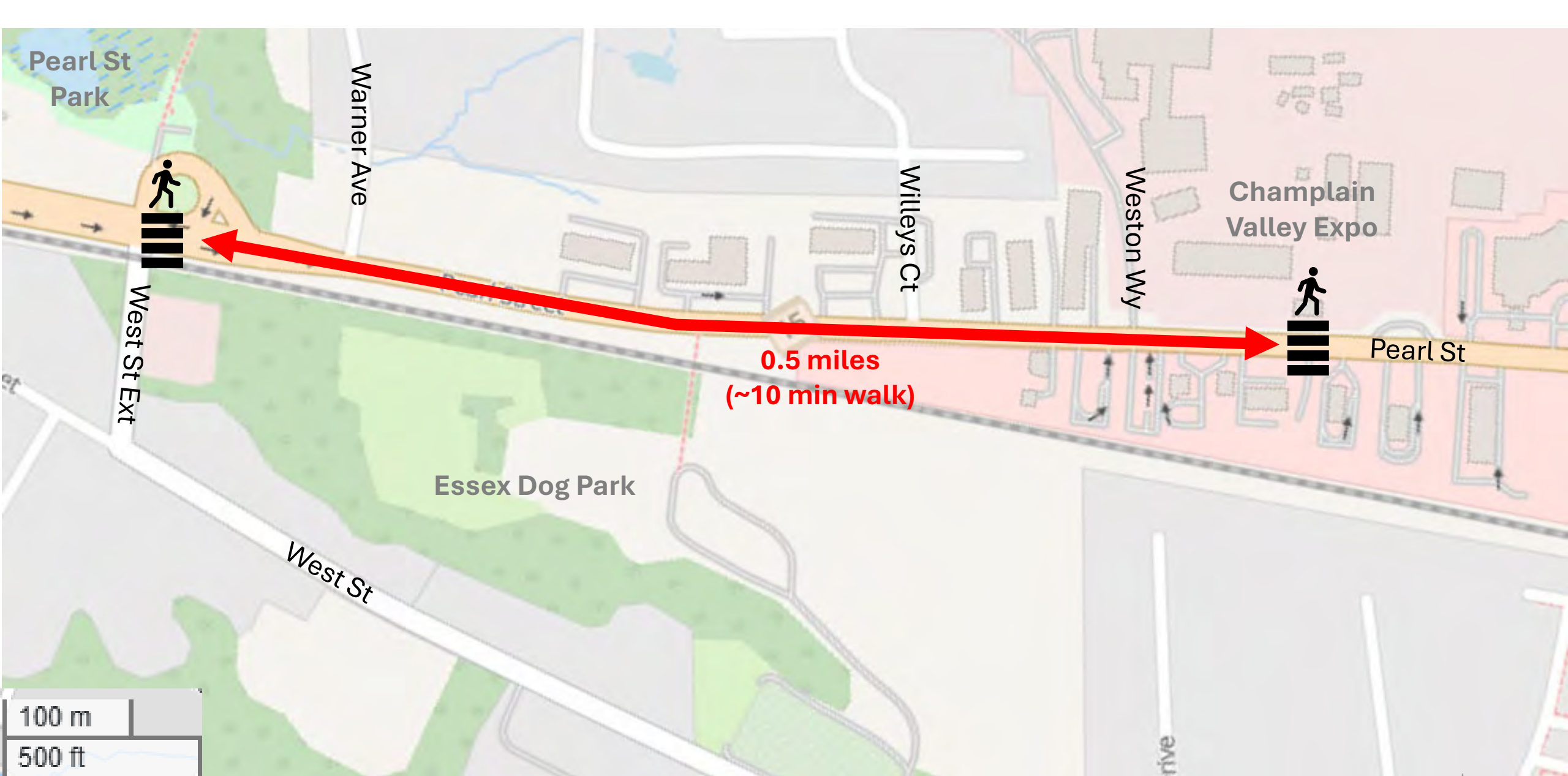
1. Project Slides

Pearl Street Pedestrian Crossing Scoping Study

City Council Project Update

February 11 2026





Previous Study (2012)

- The City Engineer evaluated a crossing near Willeys Court in 2012
- Recommended limited action at that time
- Conditions, land use, and policy context may have evolved since





Why This Study?

- No existing pedestrian crossings along a ½-mile stretch
- Bus stops and destinations on both sides of Pearl Street
- Ongoing and planned corridor densification (Connect the Junction TOD Plan)
- Repeated community requests for safer crossings

Scope of Work

- Review of traffic, pedestrian, and crash data
- Site visit and field measurements
- Online survey to understand community needs
- Identify and evaluate potential crossing locations using current state and national guidance
- Conceptual plans and cost estimates



Preliminary Findings

Pedestrian Counts

October 30, 2025 (Thursday)

- 8:30-9:30 am – 14 pedestrians/hour
- 11:30 am – 12:30 pm – 8 pedestrians/hour
- The peak times of pedestrian traffic were from 8:45-10:00 am and 11:30 am and 1:30 pm.

October 31, 2025 (Friday)

- Friday was cold and rainy.
- The highest rate of pedestrians per hour was 2 per hour and that occurred at 7:00-8:00 am, 9:00 -10:00 am, and 3:00-4:00 pm.



Safety History

- Study area has some history of injury crashes
- One case of serious pedestrian injury in 2024



Observed pedestrian crossing conditions



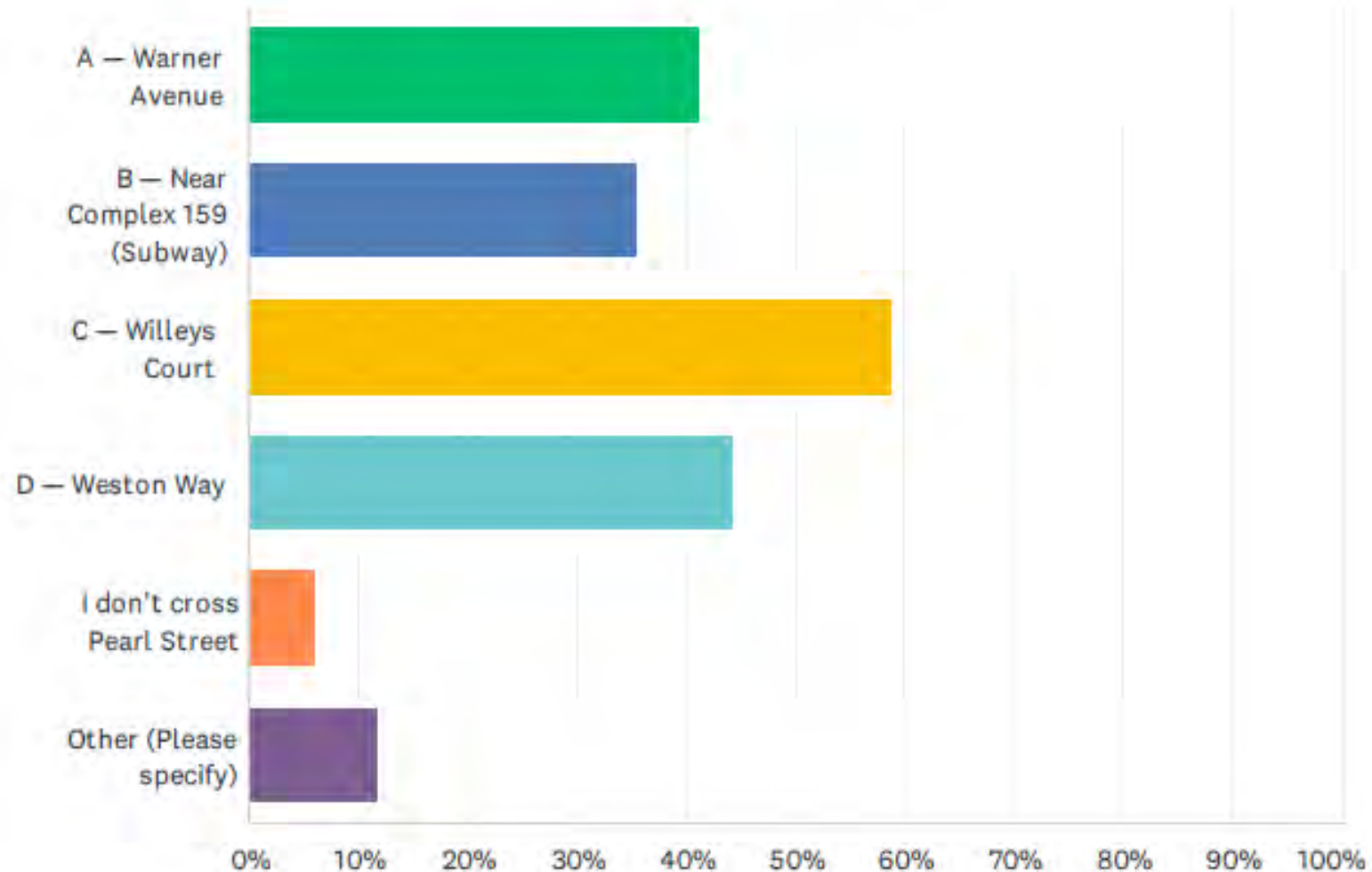
Survey

- Open Dec 19, 2025, to Jan 19, 2026
- Advertised with physical signs in study area
- 42 Responses



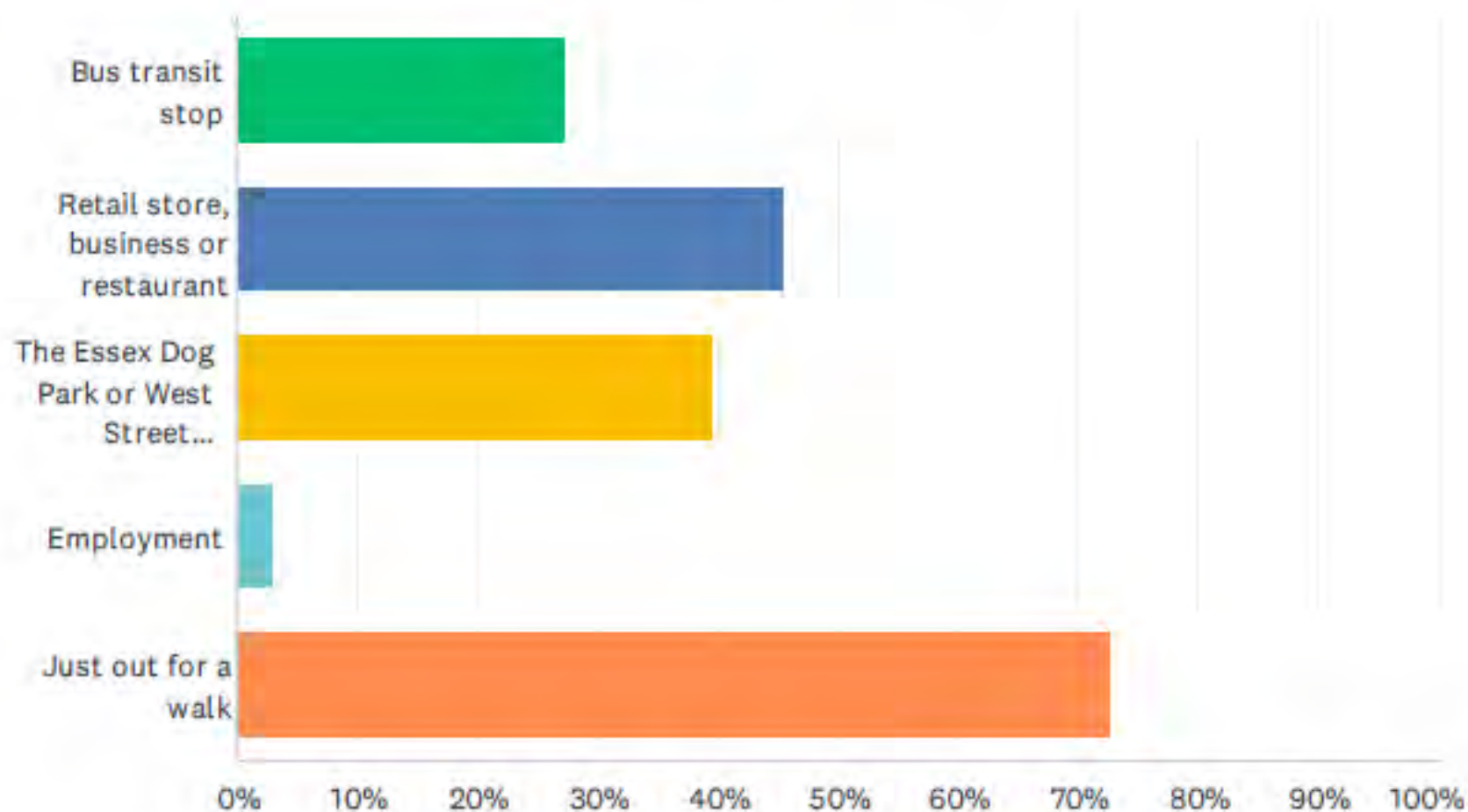
Q6 Looking at the map above, where do you cross Pearl Street? (Select all that apply)

Answered: 34 Skipped: 10



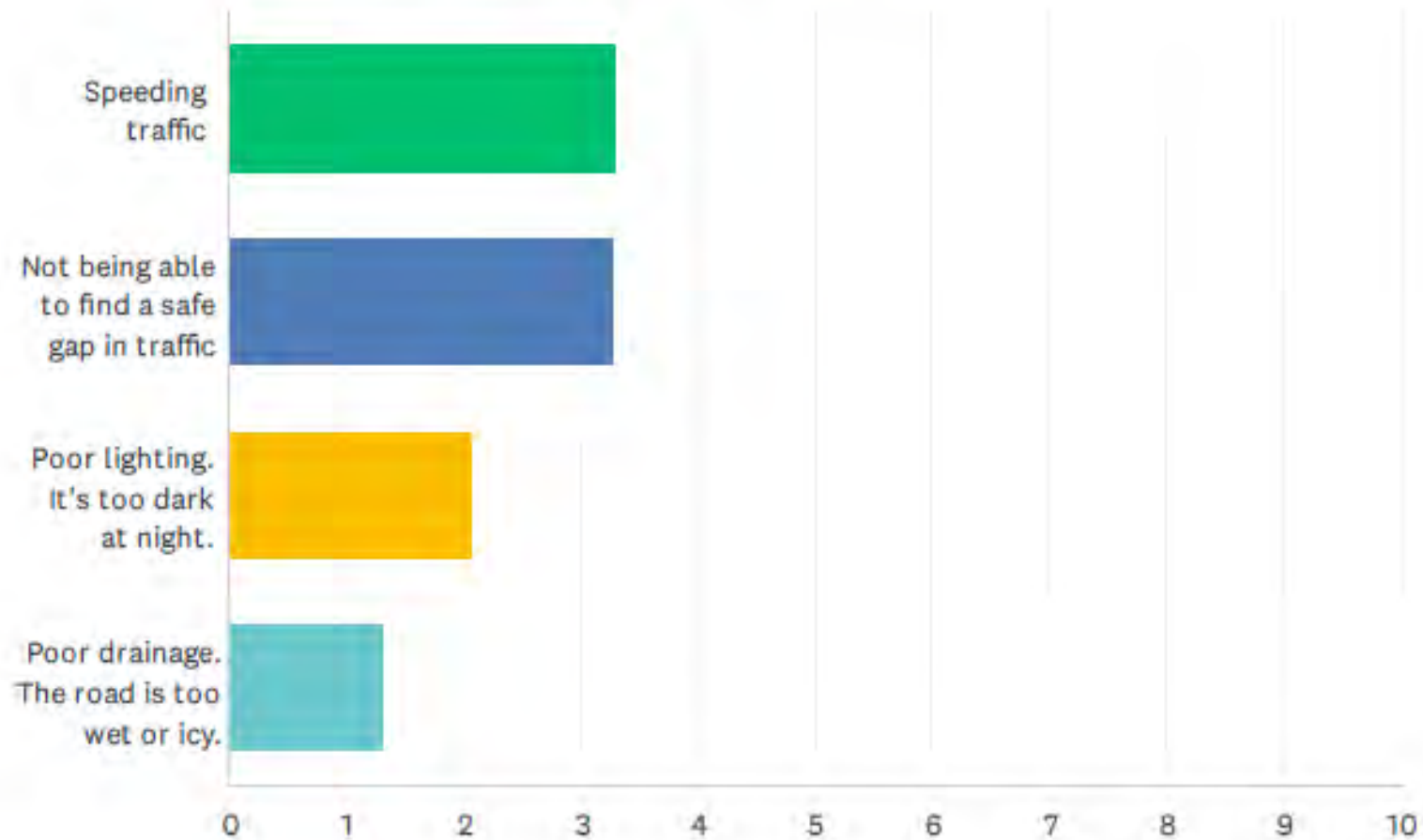
Q7 Where are you headed to or from when you cross Pearl Street? (Select all that apply)

Answered: 33 Skipped: 11



Q8 What concerns you the most when crossing Pearl Street with 1 being the greatest concern? (Rank 1-4)

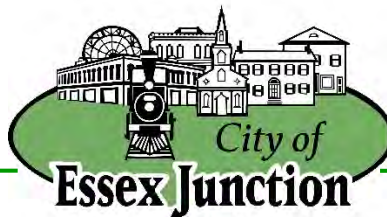
Answered: 42 Skipped: 2



Next Steps

- Consultant reviewing data and developing conceptual alternatives
- Upcoming Alternatives Presentation
- Proposed host: Bike Walk Advisory Committee
- Aiming for March 12, 2026





MEMORANDUM

To: City Council
From: Christopher Yuen, Community Development Director
Meeting Date: February 11, 2026
Subject: Park Street Complete Street Improvements

Issue: Whether to support proceeding with the Park Street Complete Street Improvements project and direct staff to begin public engagement and further design development.

Discussion:

Background

The Community Development Department is proposing the Park Street Complete Street Improvements project, focused on Park Street between Railroad Street (Crescent Connector) and River Street. The project is intended to improve safety, connectivity, and clarity for all users by addressing a longstanding gap in the City's bicycle network through a reconfiguration of existing pavement space.

The project has been recommended or referenced in multiple adopted plans, including the Connect the Junction TOD Master Plan (2025), the Essex Town and Village Bike and Pedestrian Plan (2015), and the Community Vision and Strategic Action Plan (2024).

Project Approach

The presentation outlines existing conditions along the corridor and divides Park Street into four zones based on roadway context and adjacent land uses. Due to recent changes associated with the Crescent Connector and higher on-street parking utilization, no substantial changes are proposed in Zone A. In Zones B, C, and D, staff evaluated alternatives for accommodating bicycle facilities without changing curb widths, including a "do nothing" option and two reconfiguration concepts that vary in the extent of on-street parking removal.

As shown in the slides, on-street parking utilization along much of the corridor is relatively low. Parking data includes historical Google Street View observations, a 2019 Stantec parking study, and a recent in-person count.

Next Steps

If Council directs staff to proceed, the next phase would include targeted outreach to affected businesses and property owners, a public meeting to present alternatives, selection of a preferred alternative by Council, and final design and technical specifications. Implementation may potentially be possible in summer 2026 if feasible within available capital and operating budgets.

Cost:

There are \$10,000 in the Proposed capital plan for FY 27 for this project. For the Park Street Complete Street Improvements project. If implementation is coordinated with the City's annual lane restriping

program, initial estimates suggest that the proposed improvements may be feasible within this existing appropriation.

Recommendation:

Staff recommends that the City Council support proceeding with the Park Street Complete Street Improvements project and direct staff to advance to public engagement and further design development, as outlined in the attached presentation.

Recommended Motion:

“I move that the City Council support proceeding with the Park Street Complete Street Improvements project and direct staff to advance public engagement and further design development as proposed.”

Attachments:

1. Presentation Slides



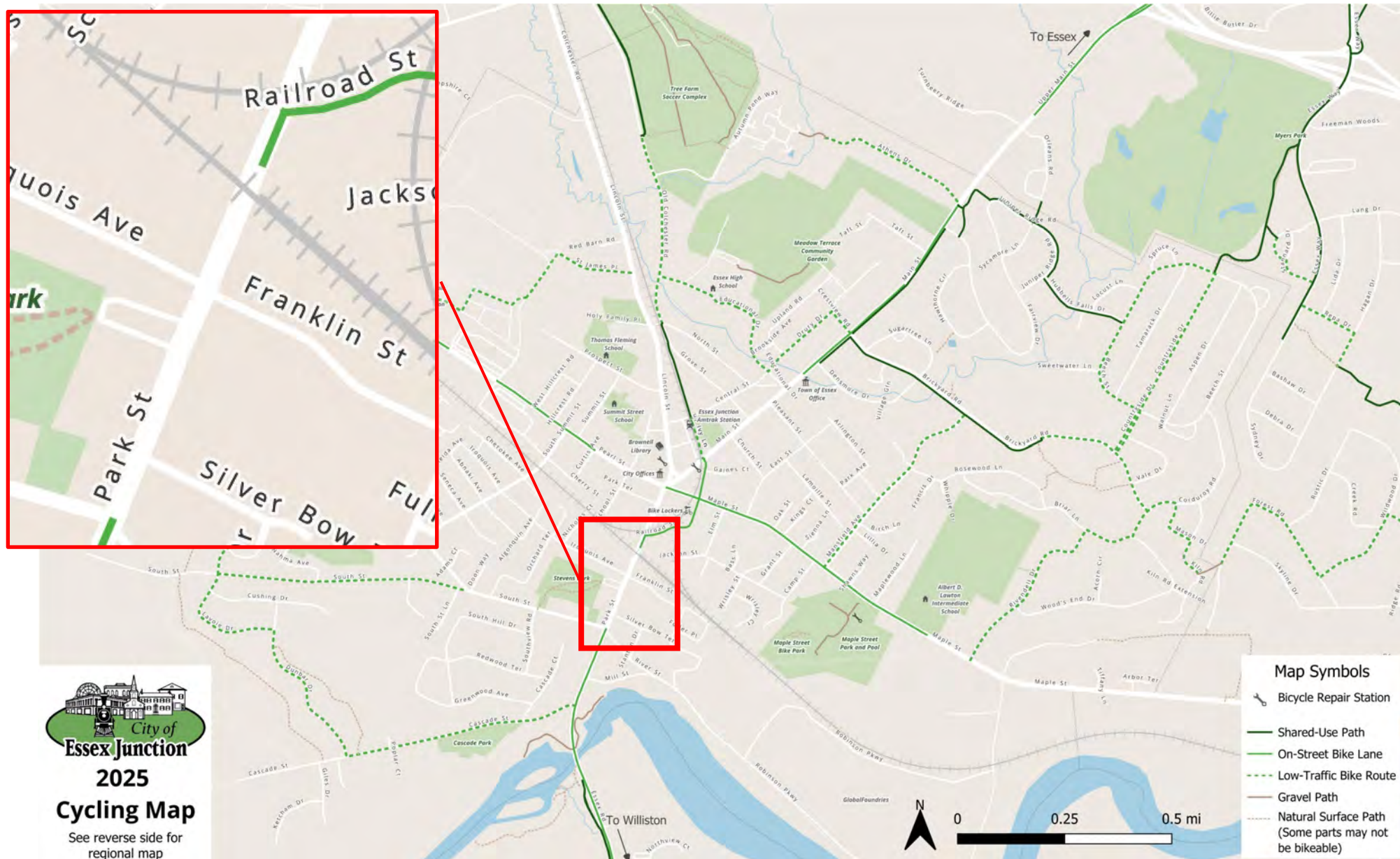
Park Street Complete Street Improvements

Project Area:

Park Street between Railroad Street (Crescent Connector) and River Street



Bicycle Network Gap





Suggested by several plans

Connect the Junction TOD Master Plan (2025)

- *Plan Action CC1.1 – Stripe a bike lane on Park Street between Railroad St and River Street*

Essex Town and Village Bike and Pedestrian Plan (2015)

- *Project #35 – Bike lane on Park Street between Pearl St or South St to Hubbels Falls Dam*

Community Vision and Strategic Action Plan (2024)

- *Action 11: Enhance Transportation Safety – Department Action Item: Study and plan for the potential of on-street bike lanes on Park Street*





Zone A

Railroad Street
(Crescent Connector) to
rail crossing



Zone B

Rail crossing to
Franklin/Iroquois



Zone C

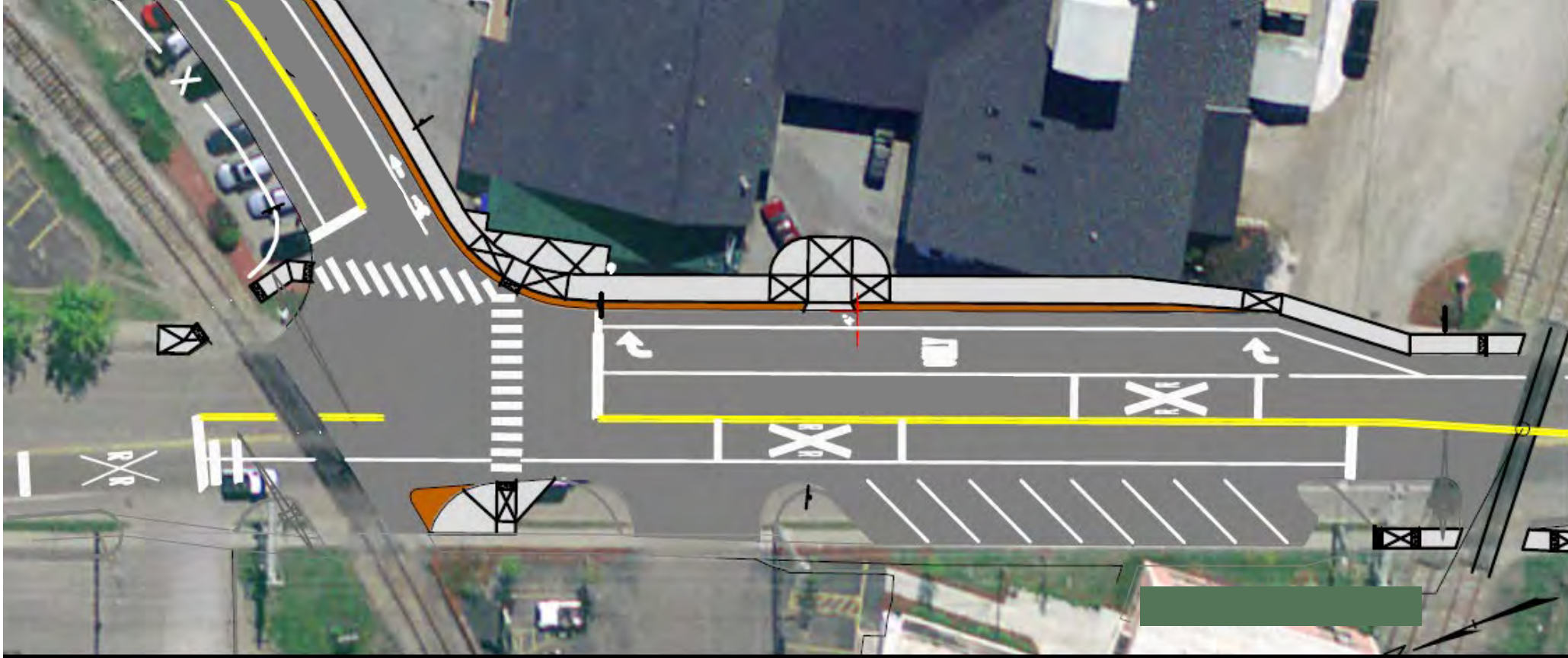
Franklin/Iroquois to
Silver Bow Terrace



Zone D

Silver Bow Terrace
to River Street





Zone A

Zone A striping is proposed to remain unchanged due to recent reconfiguration for the Crescent Connector and higher on-street parking utilization

Reconfiguration Alternatives for Zones B, C, D

How can bicycle facilities be accommodated without changing the existing curb widths on Park Street?

- Alternative 0: Do nothing
- Alternative 1: Remove all on-street parking
- Alternative 2: Remove some on-street parking



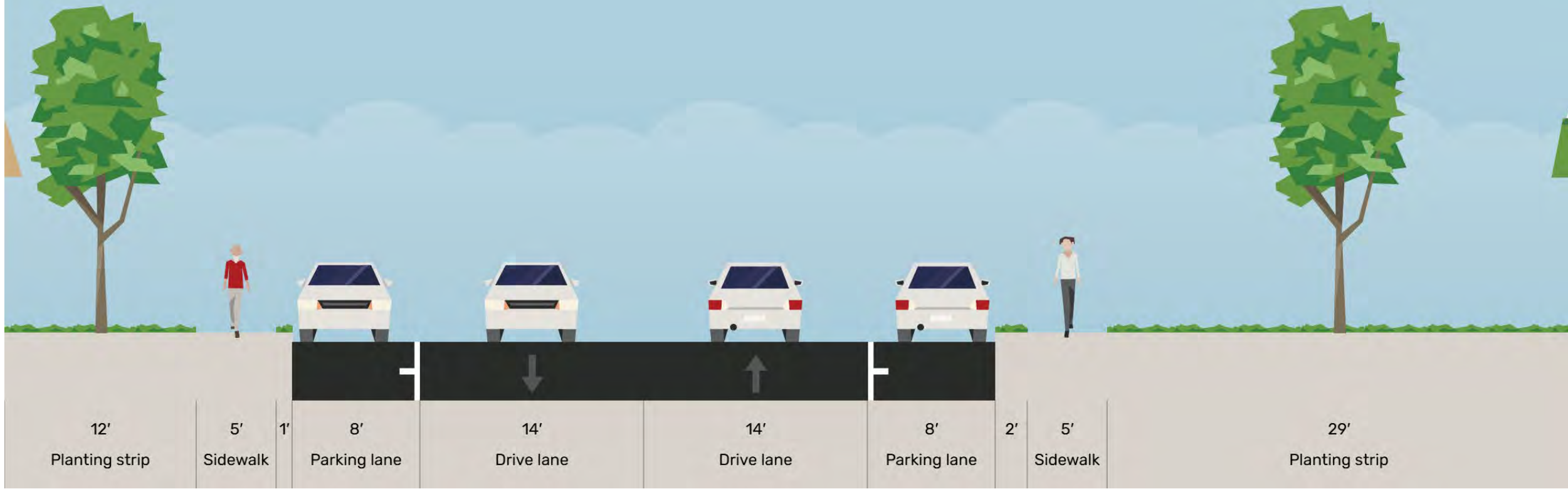
Alternative 0

Do nothing



Park Street Zone B

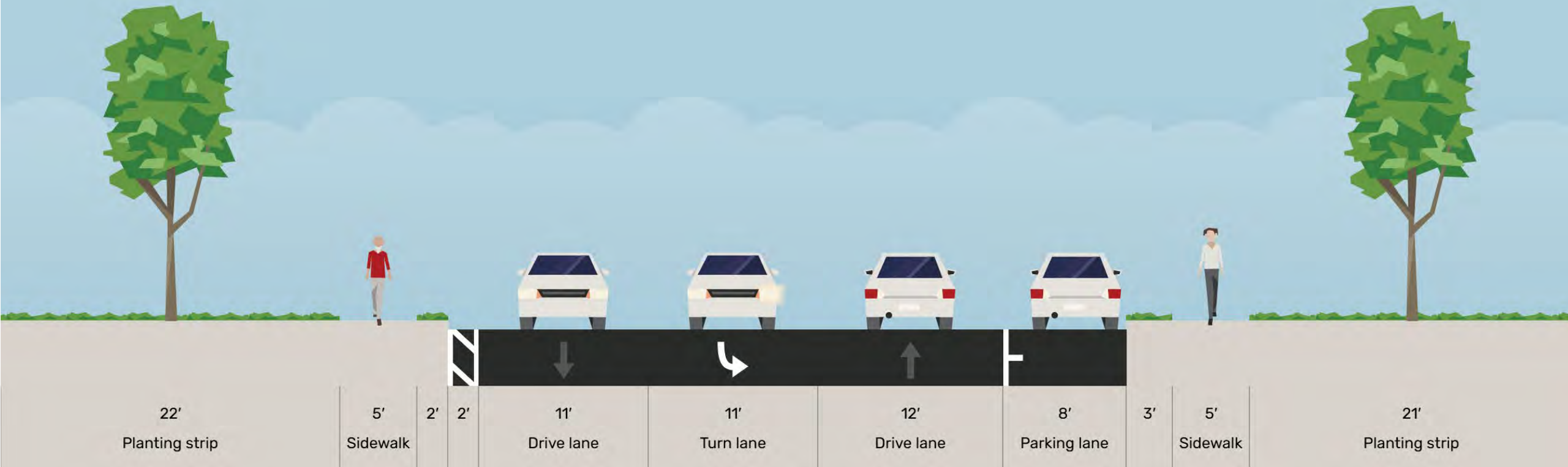
Iroquois/Franklin to rail crossing (typical), facing north
Existing Conditions





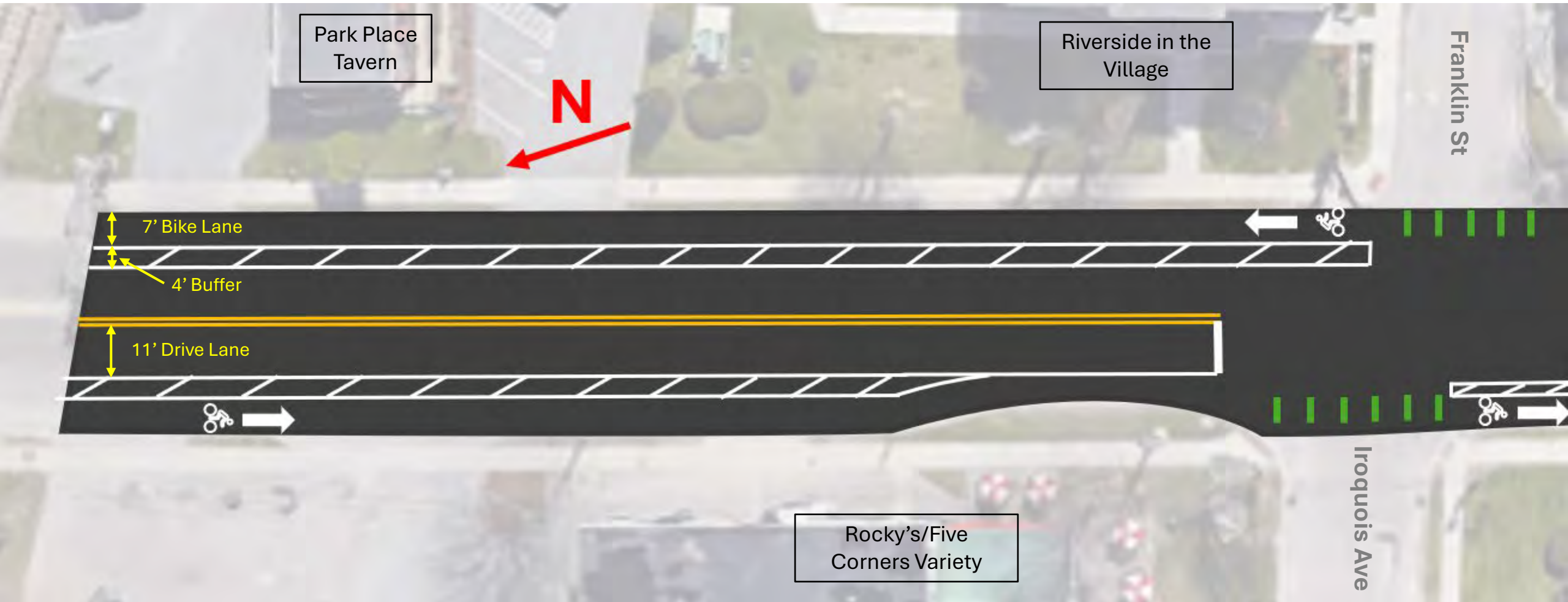
Park Street Zone D

River/South to Silver Bow (typical), facing north
Existing Conditions



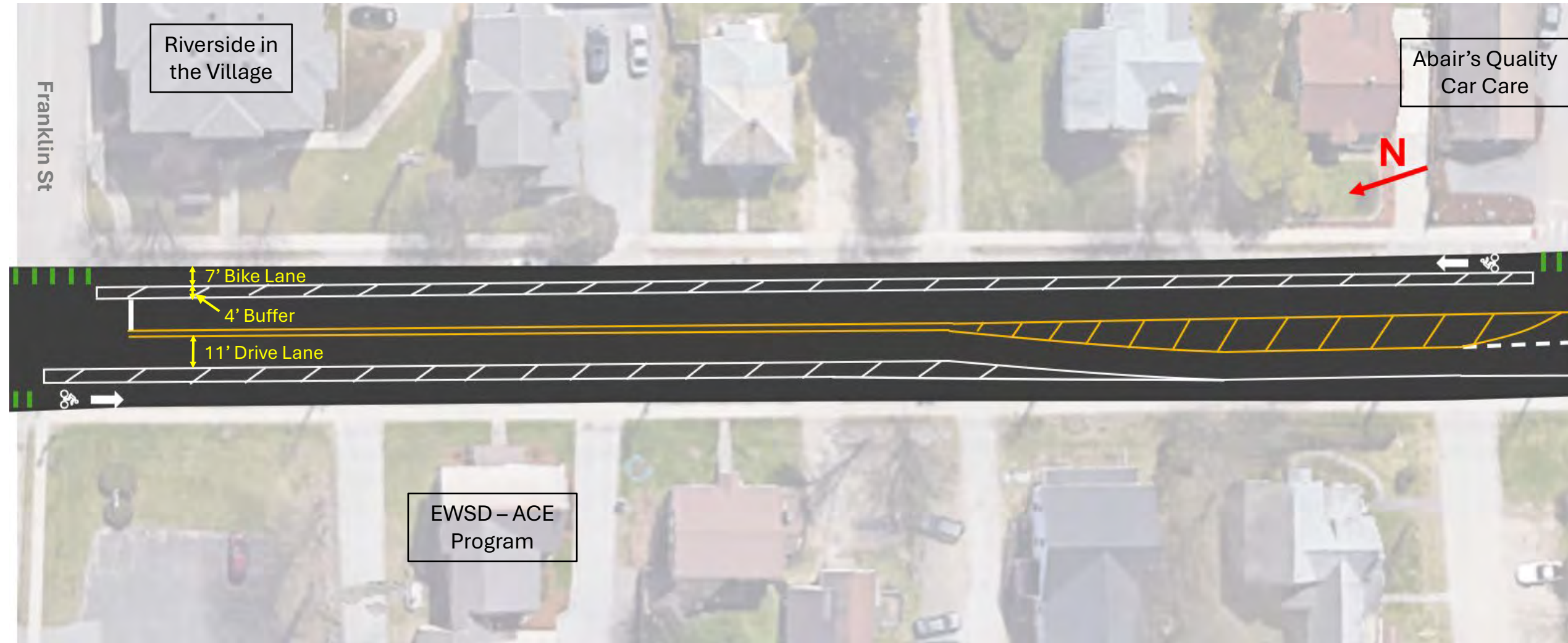
Zone B

Alternative 1



Zone C

Alternative 1



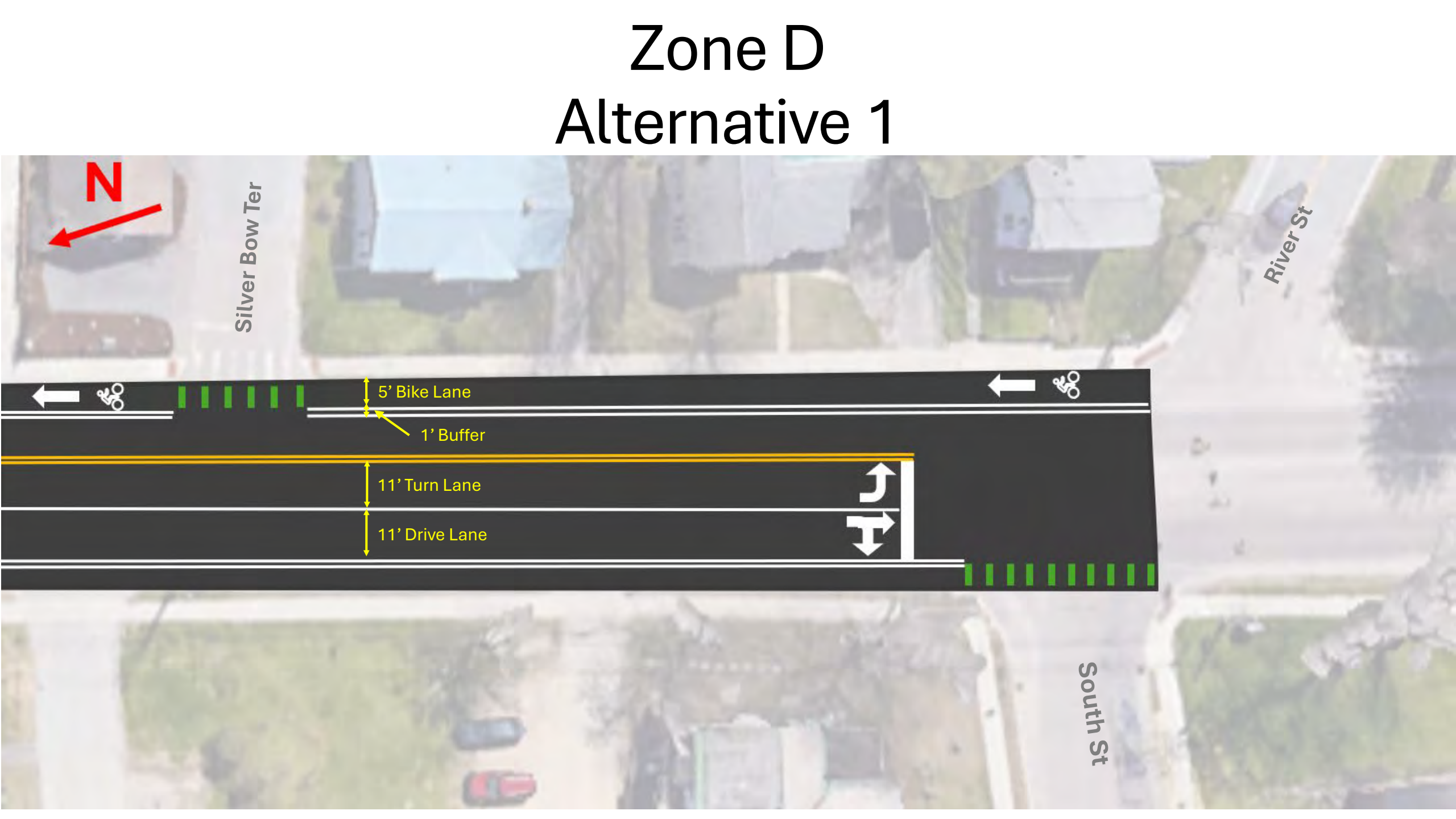
Zone D

Alternative 1

Diagram illustrating the proposed road layout for Zone D, Alternative 1. The layout shows a road section with the following lane configurations and dimensions:

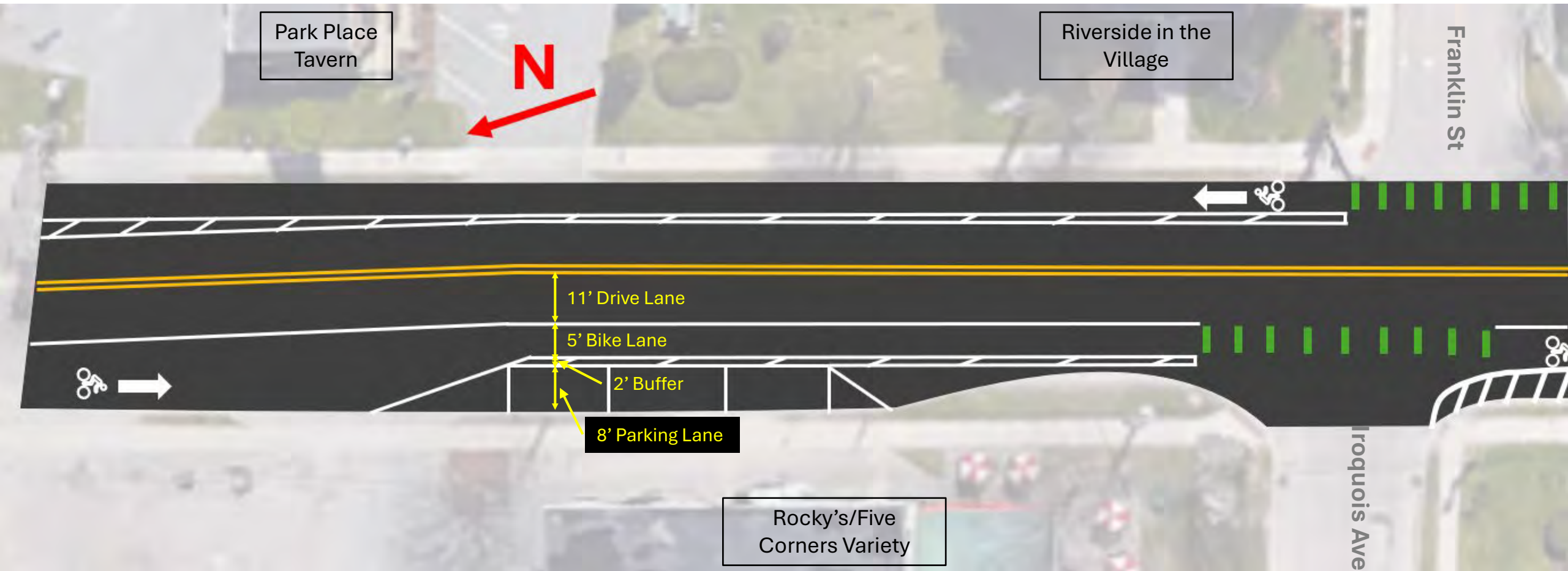
- 5' Bike Lane
- 1' Buffer
- 11' Turn Lane
- 11' Drive Lane

The road is flanked by Silver Bow Ter to the north and South St to the south. A red arrow indicates North (N) pointing towards the top left. A white arrow indicates South (S) pointing towards the bottom right. The layout is shown in a dark grey overlay on the aerial image.



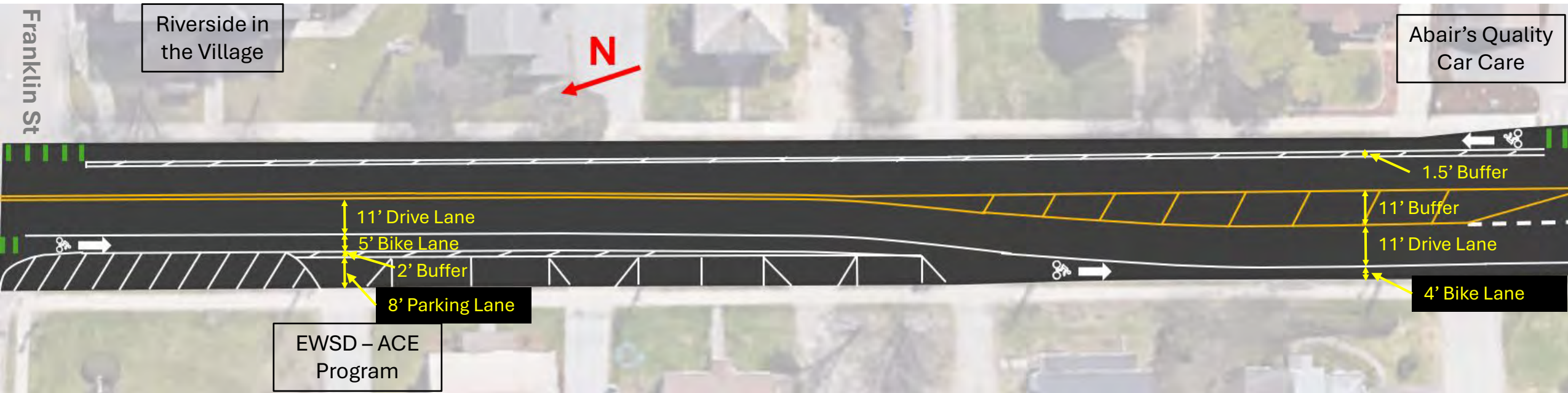
Zone B

Alternative 2



Zone C

Alternative 2

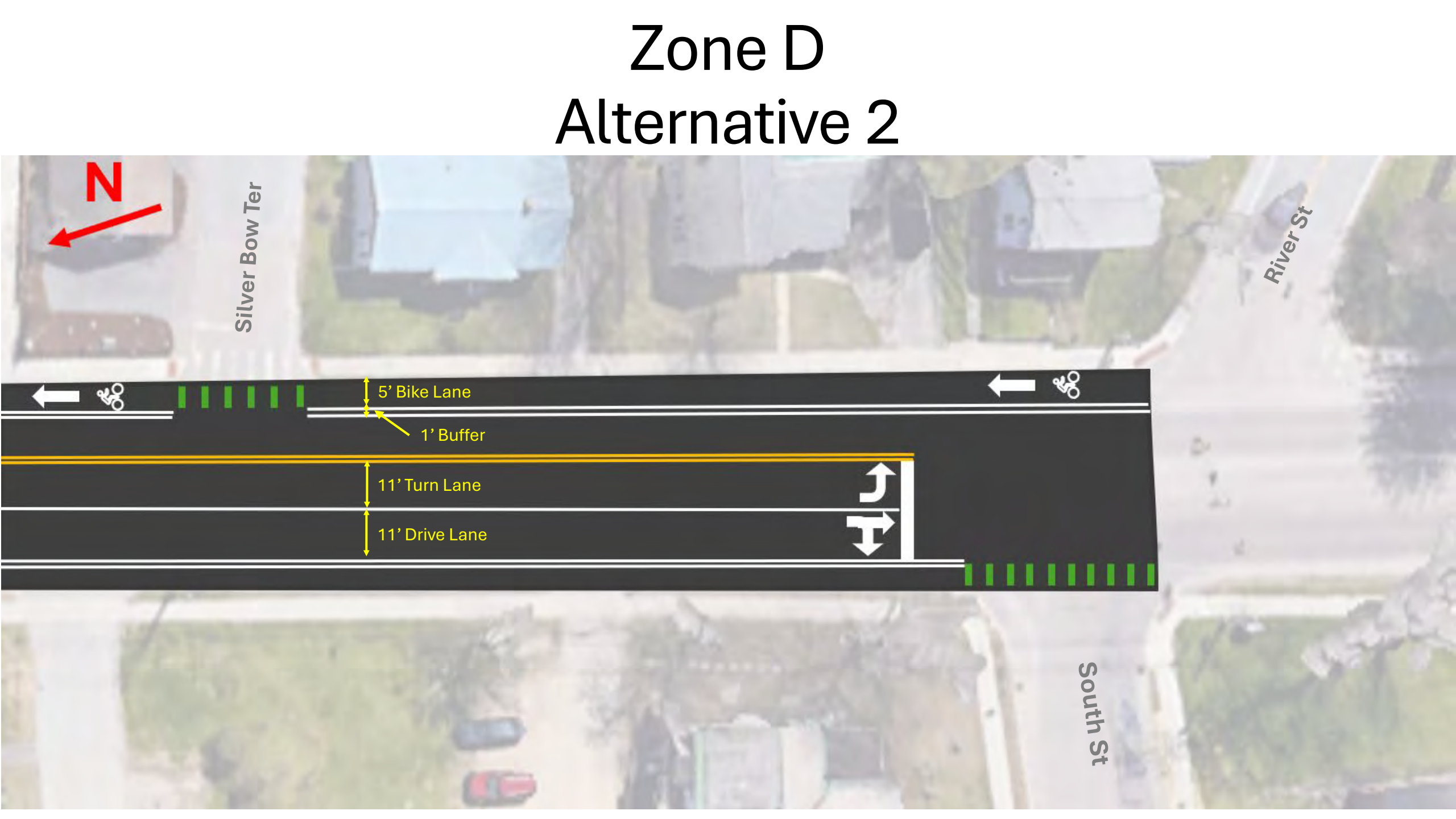


Zone D

Alternative 2

The diagram illustrates the proposed street layout for Zone D, Alternative 2. The layout is shown on an aerial map background. Key features include:

- Streets:** Silver Bow Ter (top), River St (right), and South St (bottom).
- Proposed Road Layout:** A central road section is highlighted with a black background and white/yellow lane markings.
- Lane Markings and Dimensions:**
 - 5' Bike Lane (indicated by a yellow double line and a green dashed line).
 - 1' Buffer (indicated by a yellow double line).
 - 11' Turn Lane (indicated by a yellow double line).
 - 11' Drive Lane (indicated by a yellow double line).
- Directional Indicators:** A red arrow points North (N) towards the top left. White arrows indicate traffic flow: left-turn arrows pointing left and through/right-turn arrows pointing right.
- Other Features:** A green dashed line runs along the bottom of the proposed road section.



Existing Conditions – # of Parking Spaces Per Zone

Zone B



Zone C



Zone D

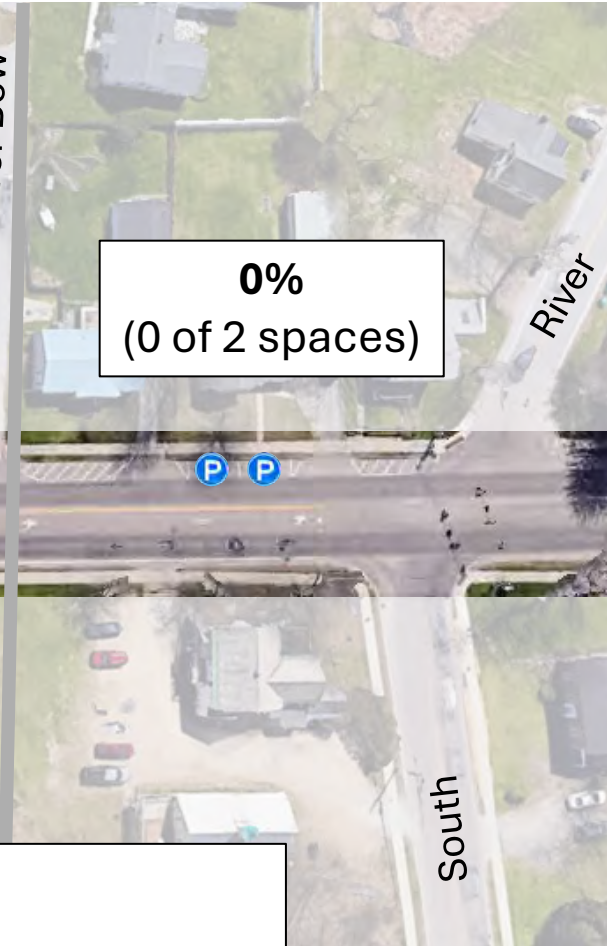
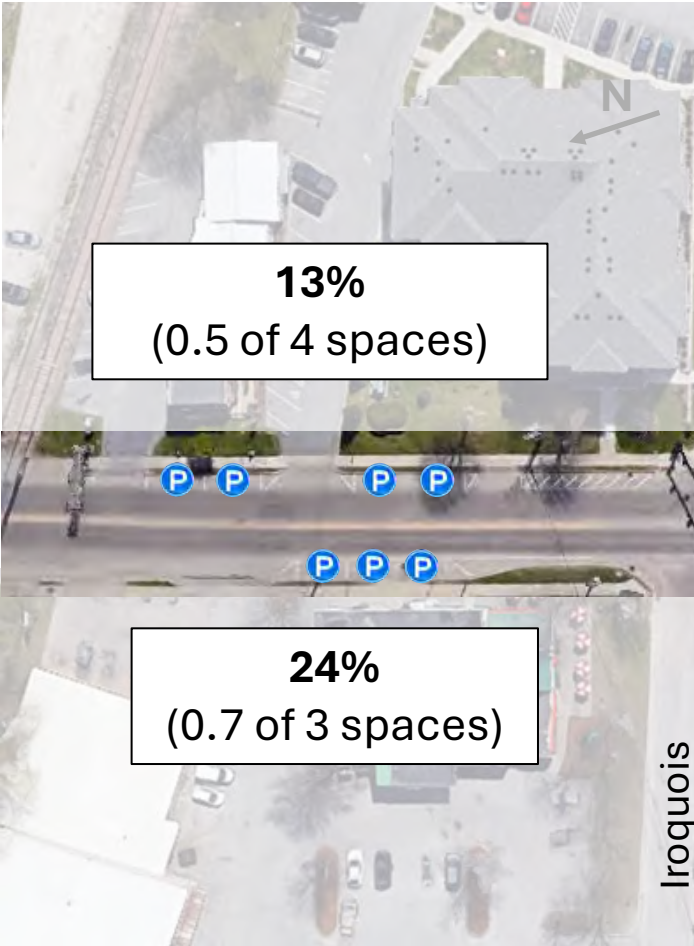


Average Parking Utilization by Zone

Zone B

Zone C

Zone D



Parking data sources:

- 11 counts - Google street view data (2008 – 2025)
- 1 count - UVM Engineering Student in-person counts (Feb 2025)
- 17 counts – Stantec Parking Study (Aug-Sept 2019 – Zone B only)



Zone B

On-Street Parking Analysis

- Number of parking spaces:
 - West: 3
 - East: 4
- Average parking occupancy:
 - West: 0.72 (24%)
 - East: 0.52 (13%)
- Maximum observed parking occupancy:
 - West: 2 (67%)
 - East: 2 (50%)
- Number of observations: 29
(Includes data from 2019 Stantec Parking Study)

Notes

- West Side has 1 h limit
- Overnight parking prohibited Dec-Apr



Notes about 2019 Stantec Parking Study

17 Counts over three days:

- **Wednesday, August 29, 2018 from 3:30 to 7:00 PM**
coinciding with the now defunct summer farmer's market
- **Wednesday, September 12, 2018 from 10:30 AM to 1:00 PM**
coinciding with peak office and municipal parking demand
- **Friday, September 7, 2018 from 5:00 to 7:30 PM**
coinciding with weekend peak restaurant parking demands



Next Steps (If Council directs staff to proceed)

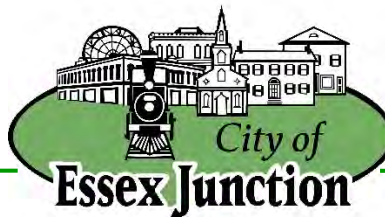
- Public engagement
 - Direct outreach to businesses and property owners – March 2026
 - Public Meeting - Alternatives Presentation at a BWAC Meeting – April 2026
- Council Select Preferred Alternative (May 2026)
- Final Design / Technical Specifications (May 2026)
- Implementation Summer 2026, (if feasible within available capital / operating budget)



Questions for City Council

- Do you support this project overall and wish to proceed with the next steps?
- Are there additional specific issues that require additional investigation prior to the start of public engagement?





MEMORANDUM

To: City Council
From: Christopher Yuen, Community Development Director
Meeting Date: February 11, 2026
Subject: Development Fee Schedule Changes

Issue: Whether to adopt proposed changes to the development fee schedule.

Discussion:

Background

The Community Development Department has reviewed the existing development fee structure and prepared a set of amendments aimed at better aligning the fees to the costs of administering these permits for private development activity, and better aligning charges with those assessed by peer municipalities. These amendments also consolidate duplicative items and include minor formatting improvements for clarity.

Excavation Permit Fees

Significant changes are proposed for the excavation and right-of-way (ROW) permit fee structure. Currently, the City charges a flat fee of \$30 for “minor excavations” (no disturbance to roadbed, pavement, sidewalk, or curbing) and \$100 for “major excavations.”

A comparison of fee structures across peer municipalities—applied to seven sample projects—reveals that Essex Junction’s current rates are significantly lower than regional averages. The table below summarizes these findings:

Fee Component	Burlington	Williston	Colchester	South Burlington	Winooski	EJ Existing	EJ Proposed
Paved portion per sq ft	\$ 29.09	\$ 12.50		\$ 22.00	\$ 15.05		\$ 10.00
Greenbelt per sq ft	\$ 2.86			\$ 2.50			
Sidewalk or SUP per sq ft	\$ 2.86	\$ 12.50		\$ 22.00			\$ 10.00
Other areas in ROW per sq ft							
Other Charges per sq ft	\$ 2.02						
Other Charges flat rate	\$ 85.05	\$ 350.00	\$100/500	\$ 200.00	\$ 75.00	\$30/100	\$ 85.00

Example Project	Burlington	Williston	Colchester	South Burlington	Winooski	EJ Existing	EJ Proposed
VGS Minor 22 Orchard Terrace Directional Boring	\$ 85.05	\$ 350.00	\$ 100.00	\$ 200.00	\$ 75.00	\$ 30.00	\$ 85.00
VGS Major 162 West St- 2 squares of sidewalk- assume 25 sf squares	\$ 329.05	\$ 975.00	\$ 500.00	\$ 1,300.00	\$ 75.00	\$ 100.00	\$ 585.00
Fiberoptic Trench - doesn't disturb street or sidewalk	\$ 85.05	\$ 350.00	\$ 100.00	\$ 200.00	\$ 75.00	\$ 30.00	\$ 85.00
Sewer Connection Replacement - 90 sf cut in road	\$ 2,799.90	\$ 1,475.00	\$ 500.00	\$ 2,180.00	\$ 1,429.50	\$ 100.00	\$ 985.00
5 sf cut in sidewalk or SUP only	\$ 24.40	\$ 412.50	\$ 500.00	\$ 310.00	\$ 75.00	\$ 100.00	\$ 135.00
2 ft wide trench for conduit installation extending to property line- 24 sf road disturbance sf total	\$ 831.69	\$ 650.00	\$ 500.00	\$ 728.00	\$ 436.20	\$ 100.00	\$ 325.00
Driveway installation - 20x1 ft cut in road	\$ 707.25	\$ 600.00	\$ 500.00	\$ 640.00	\$ 376.00	\$ 100.00	\$ 285.00

Note: In the full comparison chart (see attached), green indicates high and red indicates low relative to peers

Proposed Excavation Permit Fees

The proposed structure replaces the flat-rate "minor/major" system with:

1. An \$85.00 base permit fee.
2. A \$10.00 per-square-foot fee for excavations into roadway pavement.
3. A \$10.00 per-square-foot fee for excavations into sidewalks or shared-use paths (SUP).

To avoid "double-charging," per-square-foot fees will not apply to excavations associated with an approved zoning permit subject to a Certificate of Occupancy. In those instances, engineering review and inspection costs are assessed at actual cost per City Council policy.

Additionally, I propose a \$100.00 after-the-fact administrative fee for work started without a permit. This fee does not preclude civil penalties under 19 V.S.A. § 1111 and will not apply to verified emergency excavations, provided a permit is sought promptly following the event.

This revised structure brings the City closer to, but remains below the regional median to mitigate "fee shock" and encourage continued compliance. These changes have been reviewed and supported by the City Engineer and the Public Works Superintendent.

Pavement Repair

The existing fee schedule states that:

If the cut is under 100 sq. ft., the Public Works Department will perform the repair and bill the applicant for the time and material costs (see PUBLIC WORKS TIME AND MATERIALS FEE SCHEDULE) or as otherwise agreed to by the Public Works Superintendent.

A rough estimate cost of Public Works filling a asphalt patch below 100 square feet in size is around \$500. In recent history, the Public Works department has not been billing the applicant back for these repair costs. With the significant increase in excavation fees, we propose that this practice be formalized by removing mention for the billing for time and materials costs.

Cost:

These changes are expected to result in a modest increase in revenue and improved cost recovery for staff time and infrastructure impact.

Recommendation:

Staff recommends that the City Council approve the proposed changes to the Development Fee Schedule as presented.

Recommended Motion:

"I move that the City Council adopt the amendments to the Development Fee Schedule as presented, effective February 12, 2026."

Attachments:

1. Proposed Fee Schedule with Track-Changes

CITY OF ESSEX JUNCTION DEVELOPMENT FEE SCHEDULE

Effective Date: **UPON COUNCIL ADOPTION**

Deleted: November 14, 2024

NOTE: ALL FEES ARE DUE UPON SUBMITTAL OF APPLICATIONS. APPLICATIONS SHALL NOT BE CONSIDERED COMPLETE NOR RECEIVED WITHOUT PAYMENT OF REQUIRED FEES. ALL FEES WILL BE ACCORDING TO THE CURRENT CITY FEE SCHEDULE AT THE TIME THE APPLICATION IS SUBMITTED AND APPROVED, FEES ARE NON-REFUNDABLE. ALL APPLICATION FEES SHALL BE DOUBLE THE AMOUNT LISTED BELOW FOR APPLICATIONS SUBMITTED AFTER THE ACTIVITY HAS COMMENCED FOR WHICH APPROVAL IS BEING SOUGHT WITH THE EXCEPTION OF SEWER AND WATER FEES.

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13. RELIEF AND APPEALS	8
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1. SUBDIVISION APPLICATION

A \$15 per application recording fee, and \$25 per plat recording fee, will be assessed in addition to the following fees:

Boundary Line Adjustments	\$200
Lot Consolidation or Vacation of Property Line	\$200
Subdivision, Conventional ¹	
A. Sketch Plan	\$50 per lot/unit
B. Preliminary Plat	\$100 per lot/unit
C. Final Plat	\$200 per lot/unit
Planned Residential Development ¹	
A. Conceptual Plan	\$50 per lot/unit
B. Preliminary Plan	\$100 per lot/unit
C. Final Plan	\$200 per lot/unit
Planned Commercial Development ¹	
A. Conceptual Plan	\$.10 per sf
B. Preliminary Plan	\$.15 per sf
C. Final Plan	\$.20 per sf
Agriculture Planned Development	
A. Conceptual Plan	\$50 per lot/unit
B. Preliminary Plan	\$100 per lot/unit
C. Final Plan	\$200 per lot/unit
Amendments ²	
A. Subdivisions	\$400
B. Planned Development	
1. Major	\$450
2. Minor	\$250
3. Minimal	\$150

2. EXPOSITION CENTER PLANNED DEVELOPMENT

A \$15 per application recording fee will be assessed in addition to the following fees.

Conceptual Plan	\$150
Major Activities Permit	\$400
Annual Activities Permit	\$850

¹ If combination application for Planned Development and Subdivision Review, only one application fee is required. Fees charged will be the higher of each individual fee.

² Fee based on area affected by proposed amendment.

Temporary Activities Permit	\$150
Concert Application	\$250

3. SITE PLAN APPLICATION

A \$15 per application recording fee will be assessed in addition to the following fees.

Minimum Site Plan or Application Fee ³	\$150
---	-------

Commercial and Industrial

A. Conceptual Plan	\$150
B. Less than 1,000 sq. ft. of improved area ⁴	\$200
C. 1,001 to 2,500 sq. ft. of improved area ⁴	\$350
D. 2,501 to 5,000 sq. ft. of improved area ⁴	\$550
E. 5,001 to 10,000 sq. ft. of improved area ⁴	\$850
F. Greater than 10,000 sq. ft. of improved area ⁴	\$1200
G. Design Review (no increase in footprint)	\$150
H. Design Review (change of color only)	\$50

Residential

A. Multi-Family	\$150 per unit
B. Conceptual Plan	\$150
C. Design Review (no increase in footprint)	\$150
D. Design Review (change of color only)	\$50

Public and Semi-Public⁵

A. Less than 1,000 sq. ft. of improved area	\$150
B. 1,001 to 2,500 sq. ft. of improved area	\$.15 per sf
C. 2,501 sq. ft. to 5,000 sq. ft. of improved area	\$.15 per sf
D. 5,001 to 10,000 sq. ft. of improved area	\$.15 per sf
E. Greater than 10,000 sq. ft. of improved area	\$.15 per sf
F. Greater than 100,000 sq. ft. of improved area	\$ 15,000

Land Disturbance Only	\$.10 per sf
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³ The minimum fee is assessed for site plan applications not otherwise indicated below, or if the unit-based total falls below the minimum fee.

⁴ Improved area includes but is not limited to driveways, parking lots, paths, roads and structures not solely intended for use in stormwater management. Improved area excludes areas solely dedicated to stormwater management.

⁵ Fees shall be waived for projects paid for by the City of Essex Junction General Fund and for projects in City parks, but all associated recording fees shall be paid.

Deleted: ¶

Amendments

A. Major	\$250
B. Minor	\$150

4. ENGINEER PLAN REVIEW AND INSPECTIONS

The applicant will pay the actual cost for engineering plan review and construction inspections by the City Engineer. The City Engineer will bill the municipality for services rendered and the municipality will bill the applicant. All bills for plan review must be paid in full prior to the issuance of a zoning permit for the project. All inspection fees must be paid prior to the issuance of a Certificate of Occupancy for the Project (For larger projects the fee must be paid prior to the issuance of a final Certificate of Occupancy).

5. CONDITIONAL USE AND SPECIAL USE PERMIT

A \$15 per application recording fee will be assessed in addition to the following fees.

Conditional Use	\$200
Special Use	\$200

6. SIGN PERMIT

A \$15 per application recording fee will be assessed in addition to the following fees.

Temporary Sign	No Fee
Temporary Sign in Right-of-Way	\$50
Permanent Sign	\$50

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Freestanding Sign \$50¶
Home Occupation Sign \$50¶

7. ZONING/BUILDING PERMIT

A \$15 per application recording fee will be assessed in addition to the following fees.

Commercial and Industrial

A. Less than 1,000 sq. ft. of improved area	\$150
B. 1,001 to 2,500 sq. ft. of improved area greater	\$150 or .10/sf whichever is
C. 2,501 to 5,000 sq. ft. of improved area	\$.10 per sf
D. 5,001 to 10,000 sq. ft. of improved area	\$.10 per sf
E. Greater than 10,000 sq. ft. of improved area	\$.10 per sf
F. Greater than 100,000 sq. ft. of improved area	\$10,000
F. Design Review (no increase in footprint)	\$50

Residential

A. Single Family Detached	
1. New Principal Dwelling	\$300
2. Addition	
a. Less than 500 sq. ft.	\$100
b. 500 sq. ft or greater	\$200
3. Accessory Structures	
a. Detached Garage	\$100
b. Storage Sheds, Decks, Swimming Pools, Driveways, etc.	\$50
B. Accessory Apartments	\$ 200
C. Two-Family, Three-Family, Four-Family and Multi-Family	\$300/unit
D. Land Filling/Regrading	\$100

Public and Semi-Public⁵

A. Less than 1,000 sq. ft. of improved area	\$150
B. 1,001 to 2,500 sq. ft. of improved area	\$150 or .10/sf whichever is greater
C. 2,501 to 5,000 sq. ft. of improved area	\$.10 per sf
D. 5,001 to 10,000 sq. ft. of improved area	\$.10 per sf
E. Greater than 10,000 sq. ft. of improved area	\$.10 per sf
F. Greater than 100,000 sq. ft. of improved area	\$10,000
New Use or Change of Use	\$200
Demolition or Relocation	\$200
Home Occupation	\$50
Certificate of Occupancy	\$50
Temporary Certificate of Occupancy	\$50

8. TEMPORARY USE, STRUCTURE OR ACTIVITY PERMIT

Temporary Use	\$50
Temporary Sale of Vehicles	\$50
Temporary Structure	\$50
Sidewalk or Tent Sale, Commercial	\$50
Yard or Garage Sale	No Fee
Peddlers, Door to Door	\$25

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Move Structure on City Streets \$100

9. EXCAVATION AND RIGHT-OF-WAY PERMIT

Permit Fee	\$85
After-the-Fact Excavation Permit Administrative Fee ⁶	\$100
Road surface disturbance within ROW ⁷	\$10 per sq ft
Sidewalk or Shared-Use Path surface disturbance within ROW ⁷	\$10 per sq ft

Fee Adjustment

All right-of-way surface disturbance fees are based on the area approved in the issued permit. If, upon inspection, the actual area of pavement, sidewalk, or shared-use path disturbance exceeds the permitted area, the City may assess additional fees commensurate with the additional disturbance.

Pavement Repair

If the cut is 100 square feet or less, the Public Works Department may perform the pavement repair, provided the repair is technically feasible and can be completed with available in-house equipment, materials, and staff, as determined by the Public Works Superintendent.

If the cut is over 100 square feet, or if the Public Works Superintendent determines that the repair is not suitable for in-house completion due to site conditions, complexity, timing, or other constraints, the applicant shall be required to hire a qualified contractor to complete the repair in accordance with Essex Junction Public Works specifications.

Earth Work within Crescent Connector Right-Of-Way

In accordance with the Municipal Code *Ordinance Regulating Earth Work Within the Crescent Connector Right-of-Way*, all earthwork within the Crescent Connector Right-Of-Way (Railroad Street between Park Street and Main Street) requires review and prior approval due to the presence of contaminated soil. The applicant will pay the actual cost for plan review and construction inspections by the City Engineer and/or City's consultant. The City Engineer and/or consultant will bill the municipality for services rendered and the municipality will bill the applicant. All bills for plan review must be paid in full prior to the issuance of an excavation permit.

NOTE: Excavations for water and sewer services are not included in the fees for WATER SERVICE and SEWER SERVICE

⁶ Applied when ROW work begins prior to permit issuance. This fee does not preclude enforcement or civil penalties under 19 V.S.A. § 1111 and does not apply to emergency excavations, subject to prompt post-emergency permitting.

⁷ This per-square-foot fee does not apply to excavations associated with an approved zoning permit subject to the issuance of Certificate of Occupancy. In such cases, engineering plan review and inspection costs are assessed at actual cost pursuant to the City Council's policy for Funding Engineering Plan Review and Inspections.

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Major Excavation Permit
\$500.00100.00 per project application¶
Major Excavation Permit is issued for work within the public right-of-way, which will disturb the roadbed, pavement, sidewalk or curbing.¶

Deleted: If the cut is under 100 sq. ft., the Public Works Department will perform the repair and bill the applicant for the time and material costs (see PUBLIC WORKS TIME AND MATERIALS FEE SCHEDULE) or as otherwise agreed to by the Public Works Superintendent.¶

Deleted: If the cut is over 100 sq. ft., the applicant will be required to hire a qualified contractor to make the repair in accordance with Essex Junction Public Works specifications.¶
Minor Excavation Permit
\$100.0030.00 per project application¶
Minor Excavation Permit is for other work within the right-of-way which will not disturb the roadbed, pavement, sidewalk, or curbing.¶

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10. SEWER SERVICE

Connection Fee to Municipal Sewer System \$7.19 per gallon/day

- Connection fees are assessed on all new units, as defined in Chapter 2 the Land Development Code
- Connection fees may be waived if a new unit does not require the modification or replacement of an existing sewer connection
- Flow rates (gallon/day) are determined by State of Vermont Wastewater System and Potable Water Supply Rules

Municipal Sewer System Capacity Allocation Fee \$12.80 per gallon/day

- Allocation fees are assessed based on net increase in wastewater capacity requested through Sewer Allocation Request form.

Private Septic System

- A. Conventional \$100
- B. Mound \$150

Private Packaged Treatment System \$250

11. WATER SERVICE

Tap, Curb Stop, Meter and Final Installation to be done by the Municipality. Excavation provided by the applicant. Meter will be supplied by the Municipality.

- A. 3/4" Service (existing curb stop) \$550 per meter
- B. 3/4" Service, tap and curb stop \$650 per meter
- New 5/8" meter without tap or replace existing 5/8" meter \$350 per meter

For a Meter Above 3/4"

Tap, Gate Valve, curb stop, and Excavation shall be done by the applicant under the supervision of the City Engineer. If a metering vault is required, it shall be the responsibility of the applicant.

- A. 1" Service, tap and curb stop \$700 per meter
- B. 1 1/2" Service, tap and curb stop \$1,100 per meter
- C. 2" Service \$1,400 per meter
- D. Anything larger: The Municipality will purchase the meter and provide it to the applicant at cost, plus \$500.

Water meter test At cost

NOTE: If meter is defective there is no charge for meter test

Shut water off at curb stop - Regular time	\$25
Turn water on at curb stop - Regular time	\$25
Turn on or shut off during overtime hours per call-in	\$100

These rates shall not apply to delinquent account reconNECTIONS, which shall be in accordance with the maximum amount allowed by Vermont state law.

12. OTHER PERMITS AND FEES

Certificate of Zoning Compliance/Administrative Determination	\$50
Expedited Certificate of Zoning Compliance/Administrative Determination⁹	\$100
Fee for Returned Check or Other Form of Payment	\$25

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13. RELIEF AND APPEALS

Appeal of Administrative Determination	\$200
Appeal of Staff Decision to Development Review Board	\$200
Appeal of Staff Decision to City Council	\$200
Request for Variance	\$100
Waivers to General Development Standards	\$100
Waivers to Subdivision Standards	\$100
Waivers to Public Works Standards	\$100

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14. COPY FEES

Text

A. Comprehensive Plan	Cost
B. Developers Handbook	\$5
C. Land Development Code	Cost

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Photo Copies

A. 8 2 X 11 (each side)	\$0.10
B. 11 X 14 (each side)	\$0.25
C. 11 X 17 (each side)	\$0.25

Maps

A. City Map	\$1.50
B. Plats, Large Maps	\$5

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⁹ Expedited Certificate of Zoning Compliance/Administrative Determination fee shall be paid if the applicant's requested processing date is within one (1) week from the submittal of a complete application. Availability of expedited service is subject to staff capacity.

15. PUBLIC WORKS TIME AND MATERIALS FEE SCHEDULE

Labor - Regular Time	\$35/hr.
Labor - Overtime	\$52.50./hr set at true 1.5 times OT
Materials	Cost

Equipment Fee based on applicable Federal Schedule of Equipment Rates as amended
<https://www.fema.gov/assistance/public/schedule-equipment-rates>

- Compactor
- Compressor
- Dump Truck
- Loader
- Pickup Truck
- Roller
- Street Sweeper
- Trailer
- Power broom
- Loader Backhoe
- Vacuum Truck

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
January 21, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Marcus Certa, Vice President; Tim Miller, Clerk; Elaine Haney, Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager; Jess Morris, Finance Director; Chris Yuen, Community Development Director.

OTHERS PRESENT: Bethany Clark, Mariah Godleski, James Goudie, Bill Keyser, Elijah Massey, Aaron Stewart, Giles Willey, Resa.

1. CALL TO ORDER

City Council President Thibeault called the meeting to order at 6:30 P.M.

2. AGENDA ADDITIONS/CHANGES

None.

3. APPROVE AGENDA

None needed.

4. PUBLIC TO BE HEARD

a. Comments from Public

Resa spoke about agenda item #5f, saying that the best way to ensure a piece of mail is with the City on time is to drop it off at City Hall or in the City Hall drop box. She also suggested that the City establish relationships with local banks to allow residents to do direct deposits from their bank accounts into the City's account. Councilor Shelden suggested reaching out to her local bank to inquire, as the bank has an intermediary vendor that handles this type of transaction and could be able to accommodate an ACH transfer.

5. BUSINESS ITEMS

a. Fiscal Year 2025 Audit Presentation

Bill Keyser of Kittel, Branagan & Sargent presented on this item. He began by noting that the audit yielded a clean, unmodified opinion of the FY25 financials. He noted that because there was more than \$750,000 in federal expenditures, this triggered a single audit. He said that the major program was the Department of Transportation grant for the Crescent Connector work. He noted that only 20% of the grant funds had to be tested, given that the City has been deemed low-risk due to successful past audits. He also noted that this is the first year that the City has put internal controls into place, that his firm successfully tested those controls and have no recommendations to modify those controls. He noted that in terms of actual financials, the taxes receivable continue to grow year-over-year and that management has estimated an allowance for doubtful accounts on delinquent taxes of \$25,000, though his firm believes that this is a conservative estimate (given that those delinquencies could be sold in a tax sale). He noted overall gross tax delinquencies of \$207,000 in FY25, compared to \$180,000 in FY24. He noted that the City continues to be in a strong cash position, with cash balances on June 30, 2025 of \$16 million in the General Fund, and successful collection of utilities fees. He noted stronger collections of delinquent taxes in the first two months following the fiscal year than in previous years. He noted that the accounts receivable for capital projects is all grant revenues due from the Department of Transportation for completion of the Crescent Connector. He spoke briefly about fund balances. He noted that the unassigned fund balance stands at \$1,581,000, which is below the City's 15% maximum. He also noted that this is a reduction from the previous year, but that funds were set aside for the 2 Lincoln Street renovation, so this was anticipated. He noted that the City has a very low annual debt service. He noted that all funds in the proprietary fund (funded by rate-payers) financial statements had a positive increase in net position for 2025.

Councilors thanked City staff for their work to ensure that financials are reflected accurately and have resulted in a clean audit, and thanked Mr. Keyser and his firm for a very informative audit report. Councilor Certa

asked for an example of an immaterial or minor suggestion that they have made during this audit. Mr. Keyser replied that an instance could be regarding a check that doesn't meet the materiality threshold that should have been posted back to accounts payable, which would be flagged for staff but would not have risen to the level of a finding or material adjustment. Finance Director Morris noted that most of these adjustments have been related to fixed assets.

b. Update from the Planning Commission

Elijah Massey, Chair of the Essex Junction Planning Commission, spoke regarding this agenda item. He said that through 2025, the Planning Commission focused on a wide-ranging number of topics, from housing and transportation to infrastructure. He expressed appreciation for the shared dialogue and joint meetings held with the City Council over the last year. He noted activities over the past year related to Land Development Code amendments, the Connect the Junction Transit Oriented Development Master Plan, the Pearl Street Multimodal Improvements Scoping Study, engaging with the CCRPC around Act 181 to review and draft new regional maps for housing targets, working on the 802 Homes project for designing infill housing in municipalities, and more ad hoc work on multimodal improvement, the Main Street pocket park, and planning for a mural wall on the side of the Fire Station. He said that in the upcoming year, the Planning Commission anticipates updating the City's Comprehensive Plan and finalizing work around the Transit-Oriented Development Master Plan. He emphasized how much he and the rest of the Planning Commission appreciate the engagement they've had over the last year with the City Council.

Councilor Haney remarked on the Planning Commission's heavy workload and commended the Commission for its activity. She emphasized the importance of engaging early and often with the public for Comprehensive Plan updates and asked that every effort be made to explicitly tell the public that this is their opportunity to weigh in on how they want their neighborhoods and City to look in the future. Mr. Massey agreed and emphasized how focused the consultant (CCRPC) has been in identifying improvements and strategies for the public engagement component of the Comprehensive Plan update. Councilor Miller noted that there is an 802 Homes workshop at EJRP (75 Maple Street) on February 7, and encouraged residents to attend. Councilor Certa asked how the form-based code recommendations from the Transit-Oriented Development Master Plan will be phased for implementation, and Mr. Massey said they will keep the Council updated on how the recommendations unfold, but that they are not far enough along in the process to give a more detailed response yet.

c. Annual Tree Farm Management Group Presentation

James Goudie, Giles Willey, Maria Godleski, and Aaron Stewart served as representatives of the Tree Farm Board for this agenda item. Mr. Goudie began by noting that 2025 was a good year for the Tree Farm, with \$262,000 in income and \$221,000 in expenses, resulting in a \$41,000 in net profit. He noted that the Tree Farm had 3,482 user hours throughout the year, and that it continues to diversify the users of the space, with six different sports represented now. He spoke about improvements made over the last year to the property, including ongoing maintenance of the entrance road, fencing replacement, the replacement of one or two sets of goals, field improvements (which are the most extensive improvements that need to be made on a recurring basis each year), and that they leased a robot to line the fields, which saved on both paint costs and staff costs. He further noted the addition of field sponsors at the Tree Farm, and would like to increase the amount of field sponsors that are brought in. He spoke about goals for 2026, which include continued replacement of goals, identifying the fields that need to be rested or re-seeded, grading, re-establishing a connection with CTE to do some work on the tree line, and dust mitigation in the fields and parking lot. City Council President Thibeault asked why the revenue budget was decreased this year, and Mr. Willey said they like to err on the conservative side in terms of budget projections each year, but that they do not anticipate revenue loss. He said he is basing revenue projections on historical averages, not just on how 2025's revenue position ended. City Council President Thibeault suggested potentially receiving monthly financial information from the Tree Farm in the Council's reading file, for periodic updates. Councilor Miller expressed support for the field sponsorship activities and said that this is one way the public can easily support the Tree Farm.

d. Discussion and Consideration of CCRPC UPWP Applications and Match
Community Development Director Yuen spoke to this agenda item. He noted that this year's CCRPC UPWP application includes GIS services and short-term planning office support, professional equity policy advisor services, speed studies related to the new Traffic Calming Policy, turning movement counts at Five Corners intersection, and the Five Corners Traffic Operations Feasibility and Modeling Study. He welcomed any additional support for speed studies, given concerns about lack of capacity at the Police Department to take more of them on. City Manager Mahony said that this is an annual activity and is the City's opportunity to identify and put forth its needs and asks to CCRPC for extra support.

Councilor Miller made a motion, seconded by Councilor Certa, that the City Council authorize staff to submit the UPWP request applications as presented. The motion passed 5-0.

e. Discussion and Consideration of Warning the First and Second Public Hearings for the Proposed Charter Changes for Councilor Stipends and a Charter Review Committee

City Manager Mahony began by noting that the Governance Committee provided recommendations at the Council's December 10, 2025 meeting, and that potential language for moving these recommendations forward is before the Council tonight for their discussion and deliberation. She reminded the Council that because some of these are charter changes, there is a two-step public hearing process, and the Council can consider warning those public hearings tonight as well. She noted that these changes include changing Councilor stipends from \$2,500 to \$3,600 (Article 2 on the ballot), providing the Council President 25% higher compensation (Article 3), indexing the annual stipend adjustments to the Consumer Price Index (CPI) (Article 4), and requiring a comprehensive charter review every 12 years (Article 5). She noted that for Article 2, the Council can choose to pursue an advisory option or a charter change option to place on the ballot, which will need to be decided prior to proceeding.

Councilors discussed Article 2 and whether to pursue an advisory article or a charter change. Councilors agreed that an advisory article would be less confusing than the charter change option, and Councilors (other than Councilor Shelden) supported putting this article on the ballot. Councilor Shelden expressed concern that placing articles on the ballot discussing Councilor stipend increases isn't holding the Council to the same standards of frugality as other components of the City budget and would not support placing Article 2 on the ballot at all. Councilor Certa said he can understand Councilor Shelden's sentiments, but also said this article was borne out of a discussion by community members on the Governance Committee and he would like to respect their recommendations. Councilor Miller noted that Councilors are permitted to forgo compensation if they so choose, and that voters must approve the compensation as a separate line item in the budget every year. City Council President Thibeault said that this article would allow voters to weigh in on an issue identified and put forth as a recommendation by a public committee, and she would also like to respect that.

Councilors discussed Article 3 briefly, and all echoed similar opinions to how they felt about Article 2 (all Councilors other than Councilor Shelden supported placing Article 3 on the ballot).

Councilors briefly discussed Article 4 and Article 5. They expressed support for Option A for presenting Article 5 on the ballot.

Councilor Certa made a motion, seconded by Councilor Miller, that the City Council warn the first public hearing for the proposed charter changes for Councilor stipends (Articles 2-4) for February 25, 2026 at 6:30 P.M., and the second public hearing for the proposed charter changes for Councilor Stipends (Articles 2-4) for March 11, 2026 at 6:30 P.M. The motion passed 4-1 (Councilor Shelden dissenting).

Councilor Certa made a motion, seconded by Councilor Miller, that the City Council warn the first public hearing for the proposed charter change for a Charter Review Committee (Article 5) for February 25, 2026 at 6:30 P.M., and the second public hearing for the proposed charter changes for Charter Review Committee (Article 5) for March 11, 2026 at 6:30 P.M. The motion passed 5-0.

- f. Discussion and Consideration of Warning the First and Second Public Hearings for Time and Method of Delivery of Tax Payments (aka Postmarks)

City Manager Mahony said that this also relates to a discussion held at the Council's December 10, 2025 meeting. She said that the actual suggested language is presented here for the Council's consideration. She noted that if the Council is interested in clarifying the time and method of delivery in the charter they can do so, but there is also an option to ask this question as a non-charter-change question (because the charter is currently silent on the time and method of delivery). She said she would recommend putting it in the charter so that it is easier to track. She said that the article itself would clarify that the physical delivery or electronic payment needs to get to the tax collector by close of business on the two dates on which taxes are due every year. She said they are also recommending in the penalty section of the charter that detail is included to clarify the specific time and method of delivery so that it is clear when penalties would kick in.

The Councilor discussed the advantages and disadvantages of having the question as a charter change question or a non-charter-change question.

The following public comments were received:

- Resa said that having the article as a charter change feels like kicking the can down the road, given that the legislature may not take this charter change up until their next legislative session in 2027. She said that having the policy align with State statute feels cleaner than having it in the charter.

Councilor Shelden said that he would be in support of not putting this article on the ballot and reverting to State statute (which accepts postmarks as the deadline), but that if this were to go on the ballot he would be in favor of it appearing as a policy rather than charter change question. Councilor Miller expressed support for this question as a policy question on the ballot. Councilor Certa said that aligning with State statute is generally good practice but that the postal service is less consistent than it used to be and that residents can't count on a postage mark being put on their mail. He said he hopes that they can continue conversations about extending hours to help residents to have more accessibility when taxes are due. Councilor Haney agreed with Councilor Certa's concerns about the decreased reliability of the postal service. Councilor Shelden reiterated that he is trying to determine what solution works best and is the most flexible for residents and taxpayers.

Councilor Certa made a motion, seconded by Councilor Miller, that the City Council add to the ballot the non-charter policy question around the method of delivery of tax payments for the Annual City Meeting. The motion passed 4-1 (Councilor Shelden dissenting).

- g. *Discussion and Consideration of an Executive Session for Champlain Valley Exposition Contracts
Councilor Haney recused herself from this discussion to avoid the appearance of any conflict of interest, though she does not by definition have a conflict of interest.

6. CONSENT ITEMS

- a. Approve Appointment of Acting Administrative Officers

Councilor Haney made a motion, seconded by Councilor Miller, to approve the consent agenda. The motion passed 5-0.

7. COUNCILOR COMMENTS & CITY MANAGER REPORT: None.

8. READING FILE

- a. December Financials
b. Chittenden County Annual Budget and Meeting Notice for January 21, 2026 at noon

9. EXECUTIVE SESSION

a. *An Executive Session may be needed to discuss Champlain Valley Exposition Contracts
Councilor Certa made a motion, seconded by Councilor Miller, that the City Council make the specific finding that premature disclosure of the contractual matters would place the city at a substantial disadvantage and that the City Council enter into executive session to discuss a contract, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the City Council and City Manager. The motion passed 5-0.

Councilor Miller made a motion, seconded by Councilor Shelden, to exit executive session. The motion passed 4-0 at 8:52 P.M. (Councilor Haney absent for vote).

10. **ADJOURN**

Councilor Miller made a motion, seconded by Councilor Shelden to adjourn the meeting. The motion passed X-X at 8:53 P.M. (Councilor Haney absent for vote).

Respectfully Submitted,
Amy Coonradt

**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
January 28, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Marcus Certa, Vice President; Tim Miller, Clerk; Elaine Haney, Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager; Ricky Jones, Public Works Superintendent; Chelsea Mandigo, Water Quality Superintendent, Jess Morris, Finance Director.

OTHERS PRESENT: John Alden, Richard Hamlin, Reed Nye, Dennis Thibeault, Resa.

1. CALL TO ORDER

City Council President Thibeault called the meeting to order at 6:30 P.M.

2. AGENDA ADDITIONS/CHANGES

None.

3. APPROVE AGENDA

None needed.

4. PUBLIC TO BE HEARD

a. Comments from Public

None.

5. BUSINESS ITEMS

a. Water Quality Superintendent Department Head Brief to Council

Water Quality Superintendent Mandigo spoke on this agenda item. She provided an update on progress made over the last year for the department. She spoke about two major capital projects that were completed this summer and expressed gratitude for the staff who handled those projects. She spoke about the launching of the stormwater utility over the past year and noted that the City hired a stormwater coordinator in August of 2025. She spoke about the purchasing of a camera for the vacuum truck and how it will be helpful for the wastewater plant going forward, in terms of discovering where groundwater is infiltrating the collection system. She said that looking forward, the biggest challenges for the wastewater departments will be to address issues with aging equipment and infrastructure. She noted that the City applied to renew its wastewater permit with the State and that they have requested an additional 100,000 gallons to the overall capacity amount. She said another challenge will be related to biosolids management, given that the beneficial reuse of biosolids at Whitcomb Farm will be sunseting due to stricter PFAS regulations. She said that for stormwater, the City needs to create a capital fund to address some of the City's aging infrastructure. She spoke about working with the Town of Essex to revise a shared agreement on shared collection lines.

Councilor Certa asked about the experimental project that the City was involved in that explored ways of removing phosphorus and whether that could also help remove PFAS. He also asked if the City could begin sending biosolids to Whitcomb Farms again if the PFAS are removed. Water Quality Superintendent Mandigo replied that the pilot program is a grant-funded project from the State that involved loading phosphorus removal technology into a mobile trailer, and that the trailer will now go to a facility in South Burlington to test whether the technology works. She noted that some of the research conducted in this project also indicated that it could remove PFAS, and that if it is successful and the biosolids meet regulations, they could begin land application again. She said that she will follow up with the University of Vermont professor who had been working on this research. Councilor Haney asked for more information on growth pressures related to housing needs and the limitations of the pump stations. Water Quality Superintendent Mandigo replied that half of the City's pump stations are between 30 and 40 years old and weren't initially designed to pump for higher density areas and that they cannot retrofit them but are now limited by the force main, which would

need to be replaced in order to increase capacity. She said that though the City wants development, it must be sure that it has adequate capacity in its water, wastewater, and stormwater infrastructure to support increased density.

b. Discussion and Consideration of Annual City Meeting Ballots

City Manager Mahony said that staff are recommending mailing postcards to residents so that they can request ballots in the mail, as opposed to universally mailing ballots to all residents. She noted that the school district is also intending to use this approach. Councilors agreed with this approach for the City's ballots.

c. Discussion and Consideration of the FY27 General Fund Budget and Warn Budget Public Hearing

City Manager Mahony began by noting that the Council last discussed the FY27 budget on January 14 and that there have been some minor changes between the budget at that time and the budget being brought to the City Council at tonight's meeting. She noted a slight adjustment of \$1,500 as a result of an increase in insurance rates from VLCT and a decrease in the county tax, which have offset each other. She also noted the enterprise funds with preliminary estimates of year-over-year changes. She noted a response to a question about stormwater, noting that a \$50,000 increase in the capital transfer for stormwater results in a roughly \$8 increase on the equivalent residential unit (stormwater rate). She also noted the inclusion of \$30,000 for consultant services for economic development and that that is in addition to the already-existing \$10,000 in the legislative budget (which could be used for engagement activities such as the one that Bridget Myers brought to the Council for its consideration). She noted that the Council must warn the public hearing for the budget tonight.

The Council discussed whether to include an additional \$30,000 in the budget for economic development consultant services. Councilor Miller expressed concerns about affordability, especially taken in tandem with a potential bond vote for a new public works facility. Councilor Certa said he is in favor of adding this \$30,000 to the budget, saying that the City needs to be proactive about increasing revenue and growing the grand list in order to take the burden off of residents in the upcoming years. Councilors Haney and Shelden expressed support for adding the funding in.

Councilor Miller made a motion, seconded by Councilor Certa, that the City Council warn the public hearing for the proposed Fiscal Year 2027 General Fund and Capital Budget on February 11, 2026 at 6:30 P.M. The motion passed 5-0.

d. Discussion and Consideration of the Public Works Facility Bond Vote

City Manager Mahony began by noting that the City Council last discussed this item at its November 12, 2025 meeting. She noted that since that time, a third concept plan and cost estimate for a new public works facility have been developed, for a total cost of \$13.5 million. She noted that the impact on an average home in the City for a 20-year bond term is approximately \$299 and for a 30-year bond term is approximately \$259. She noted that after discussions, next steps to move forward would be for the Council to adopt a resolution of necessity on February 25, 2026. She noted that the Council should think about allowing itself enough time to communicate this with the community, if it chooses to move forward with a resolution of necessity and ultimately placing the question on the ballot.

Rick Hamlin of Hamlin Engineering (and the City Engineer) noted that there were two previous versions of the design concept for a new public works facility. He noted that Version 1 retained some of the buildings and provided some infill, while Version 2 was a teardown of most of the buildings. He said that feedback from the Council during its last discussion of this item was a request to remove all existing buildings except for the salt shed and build all new buildings for the facility. He provided an orientation to the proposed design for Version 3 of the pre-conceptual plan, including office space for public works personnel, the main barn, vehicle storage, and a new building that would contain a wash bay, pipe-fitting, water equipment and meter testing equipment. He said that because the existing buildings would be leveled, the construction crew would need somewhere to work out of during the 18-24 months of construction, and they are proposing the new wash bay building in the corner to do that. He also noted that the vacuum sucker would need to be stored in a

heated environment, which would also be stored in that new wash bay building. He said that Public Works has also requested two more bays be added to the salt shed to increase storage and stockpiling abilities during salt shortages. He also noted that bins that store other materials would also now be covered, rather than exposed to the elements, in this new plan. He noted that the roofs of some of the buildings could have solar panels added to them, if the City wanted to pursue that (though this has not been reflected in current cost estimates).

Councilor Haney asked about the permitting needing for this construction. City Engineer Hamlin replied that they will need permitting from the City but also a wastewater permit, a construction general permit, and an operational stormwater permit. Councilor Certa asked about what is driving a higher pricetag on this version than for the cost of similarly-designed facilities for other municipalities. John Alden of Scott & Partners replied that he canvassed online for building material cost estimates and spoke with contractors who constructed similar facilities in Milton and St. Albans, and noted that the estimate for St. Albans began at \$216 per square foot and ended up around \$300 per square foot in their reporting once construction concluded. He noted that there are a number of factors that go into costs, including not just the building but the site work, infrastructure, and utilities. He said that currently, this proposal has a square footage pricetag of \$275 per square foot. Councilor Miller noted that recently constructed public works facilities for other municipalities include St. Albans, Georgia, Milton, East Montpelier, Berlin, and Swanton, and they have all been built out under construction management contracts. He noted that they have generally costed between \$250-\$300 per square foot, and that the contracts seem to run for around a year. Councilor Certa said that this seems in line with what is being presented and he is in support of it. Mr. Alden noted that the range of dollar costs is wide and that keeping costs contained throughout the project will be a challenge, so the City should make sure it picks the right process and that the construction management firm would be key in ensuring that costs are kept contained.

The following public comments were received:

- Resa asked about alternative solutions, if a bond vote fails. Councilor Miller said that it is the Council's job to advocate for a bond vote, and he sees the need for this new public works facility.

Councilor Shelden thanked Public Works for the work that they do. He said that it seems like the current Public Works facility needs another salt bay, and a smaller investment for quality of life improvements, but he said he does not see the need for a brand new facility. Other Councilors expressed support for putting this on the ballot for a bond vote.

e. Discussion and Consideration of Water Service Line Further Investigation and Loan Ballot Question
City Manager Mahony noted that there was a bond question similar to this one in 2023, in order to comply with federal drinking water rules around identification of lead in service lines for drinking water. She noted that this original request entailed inventorying the service lines, which resulted in determining that the majority of the service lines are lead-free. She said that this next step requires validating a 15% sample size of the non-lead lines, which would require the City to dig and analyze the physical pipes themselves. She said that additionally, they are required to conduct further investigation into the remaining service lines that they were unable to determine as lead or non-lead during the initial phase. She noted that the City has until 2037 to complete this set of requirements. She said that Essex Junction is currently eligible for loan forgiveness under its Intended Use Plan, meaning that the first \$100,000 is forgiven and 50% of the remainder is forgiven. She said that given this eligibility, staff think it makes sense to continue to pursue this work, but that it would require taking on more debt and thus, the approval from residents through a ballot vote. City Council President Thibeault asked about the likelihood of regulations at the federal level changing and no longer requiring this work. City Manager Mahony replied that in her mind, the loan forgiveness (a known) outweighs the potential that requirements could change in the future (an unknown).

Councilor Certa made a motion, seconded by Councilor Shelden, that the City Council ask the voters to authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise to be used for service line material identification and non-lead service line validation

as required by the federal drinking water regulations, in an amount not to exceed \$892,771 to be financed over a period not to exceed 10 years. The motion passed 5-0.

f. Discussion and Consideration of a Social Service Grant Program Ballot Question

City Manager Mahony began by noting that this was a program that the Village participated in while it was part of the Town but that since separation the City has not has this type of program. She said that she has been thinking about adding an activity around this discussion once reappraisal is completed, as they will have a better sense of how the City's finances stand and how much the Economic Development Fund is receiving. She noted that VLCT has put out guidance on Social Service Appropriations and said that the model policy recommends that each appropriation be a separate line item on the ballot that voters can weigh in on. She also added that if the City postpones their decision on this for a year, they could have a more thoughtful approach for the program and consider whether the program could be for one-time funding or annual operating funding for organizations, and whether they could incorporate participatory budgeting practices to put decision-making in the hands of residents.

Councilor Haney said she supports participatory budgeting but isn't sure what types of participatory budgeting the residents of Essex Junction are interested in (having a voice in grantmaking to nonprofits that help the community versus having a voice in the City's spending decisions on infrastructure and operations). She also expressed concern about the capacity to establish a participatory budgeting program versus the capacity needed to start a human services grant program. She said that the Town's model is very easy to replicate for the City, whereas starting a participatory budgeting program for granting would be a large undertaking. She also emphasized that the local nonprofits who would be eligible for this funding need it urgently. She said that this would also help contribute to the human services needs being felt across Chittenden County. Councilor Certa said he is struggling with how to help these nonprofits but not contribute to the tax burden on the residents of the City. He said he very much supports putting this on the ballot for the voters to decide. He said that if the voters are in favor of this program, they could set it up like the Town's program now and transition it into a participatory budgeting process in the future. Councilor Miller said he is supportive of these nonprofits and the work they do, but expressed grave concerns about affordability, given the other items that were included in the budget (such as potential bond votes) and trying to keep tax increases to residents to a minimum. Councilor Sheldon expressed support for putting this on the ballot and leveraging the Town's program structure and transitioning into participatory budgeting processes in the future. City Council President Thibeault agreed with Councilor Miller and said that this may not be the right year to come to the voters with this advisory ballot question ask, though she expressed support for the concept, the Town's program, and VLCT's model policy. She expressed concern that having both this and the bond vote for the public works facility on the ballot together may risk the failure of the bond vote, which is her priority of the two. Councilors discussed whether the social services grant program should be funded at 1% of the General Fund budget or through a 1-cent tax. Councilor Haney said a one-cent tax makes sense, and other Councilors concurred. Councilors also agreed to replicate the Town's program, policy, and process for now, if voters approve the program. Councilor Haney suggested producing an explanatory document on the proposed program.

Councilor Haney made a motion, seconded by Councilor Sheldon, that the City Council ask the voters to authorize the development of a Social Services Funding Program and approve a one-cent tax to fund this program, to be considered at the annual meeting in 2027. The motion passed 5-0.

6. **CONSENT ITEMS**

- a. Approve Meeting Minutes – January 14, 2026
- b. Approve Annual Highway Mileage Certificate

Councilor Miller made a motion, seconded by Councilor Certa to approve the consent agenda. The motion passed 5-0.

215 7. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony encouraged residents
216 to attend the City's open house on January 31. She said it is open between 11:30 and 2:00 P.M at Maple
217 Street Park, and the City will have information on the ballot and ballot items, as well as a community
218 lunch. Councilor Certa thanked Public Works for its work during the latest snowstorms to clear the roads
219 and sidewalks to help keep the City running. Councilor Miller echoed these sentiments.
220

221 8. **READING FILE**

222 a. Planning Commission Minutes – January 15, 2026
223

224 9. **EXECUTIVE SESSION**

225 a. An Executive Session is not anticipated
226

227 10. **ADJOURN**

228
229 **Councilor Certa made a motion, seconded by Councilor Miller to adjourn the meeting. The motion**
230 **passed 5-0 at 8:03 P.M.**
231

232 Respectfully Submitted,
233 Amy Coonradt

**CITY OF ESSEX JUNCTION
CITY COUNCIL
SPECIAL MEETING
DRAFT MINUTES OF MEETING
January 31, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Marcus Certa, Vice President; Tim Miller, Clerk; Elaine Haney, Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager; Jess Morris, Finance Director; Chris Yuen, Community Development Director; Ashley Snellenberger, Communications and Strategic Initiatives Director; Susan McNamara-Hill, Clerk/Treasurer; Colleen Dwyer, Human Resources Director; Ricky Jones, Public Works Superintendent; Brad Luck, Recreation Director; Chelsea Mandigo, Water Quality Superintendent.

1. CALL TO ORDER

City Council President Thibeault called the meeting to order at 11:30 A.M.

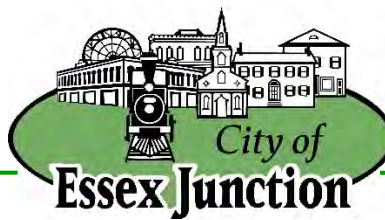
2. OPEN FORUM

- a. The City hosted an Open House Event on the Proposed FY27 General Fund and Capital Budget and Ballot Articles. There was no formal presentation. Community members stopped by to learn, ask questions and provide input on the budget and proposed Annual Meeting ballot questions before the budget is finalized.

3. ADJOURN

Councilor Certa made a motion, seconded by Councilor Miller to adjourn the meeting. The motion passed 5-0 at 2:00 P.M.

Respectfully Submitted,
Joanne Pfaff



MEMORANDUM

To: City Council

From: Regina Mahony, City Manager

CC: Clayton Clark, GMT General Manager

Meeting Date: February 11, 2026

Subject: Approve of Green Mountain Transit's Request to Approve Amendment to Formula for Apportionment for ADA Paratransit Service

Issue: To decide on the apportionment formula for ADA Paratransit service.

Discussion:

This was last discussed and tabled at the December 17, 2025 City Council meeting.

GMT has requested that each of their 8 member municipalities consider and approve amendments to their ADA paratransit assessment methodology. As required by statute, amendments to the formula for apportionment must be approved by 75% of member municipalities. Also included is the 2023 study that recommended this approach.

As a point of reference, here is the breakdown of Essex Junction's GMT Assessments for FY25, FY26 & FY27:

	FY25 Budget	FY26 Budget	Final GMT Assessment FY27
GMT Fixed Route Service	\$205,689	\$220,365	\$254,707
ADA Assessment	\$37,613	\$64,228	\$53,863
Capital	\$6,313		\$6,426
Special Assessment	-	\$27,045	-
Total	\$249,615	\$311,638	\$314,996

Also, GMT is also working with a consultant on a potential new assessment model for the fixed route service. The Manager's have been involved in that process. That process is not yet finalized, and this request is separate from that effort.

At the December 17, 2025 Council meeting there were a few questions/asks. Here is the Q&A:

1. The first ask was for the data GMT used on origins and destinations to determine the ADA assessment level.

This response has been provided by GMT. "We are going to decline Essex Junction's request for the data:

- Destination data would include the names of medical facilities that would provide the city with protected health information.
- Origin data would provide the city with a list of disabled residents.
- Both would not have the consent of the rider."

I suspected that might be the case and I agree with GMT's decision.

2. The second ask was to learn how SSTA ensures rides are adequately attributed to either the Town or the City, considering the confusion over the boundaries.

GMT's consultant on this methodology has stated "prior to the assessment calculation in the new methodology, the addresses are corrected so that they properly reflect whether they are in Essex Junction or Essex Town." Also Over the coming months, SSTA will be transitioning to new paratransit scheduling software, and we will work with that vendor to ensure the software correctly attributes addresses to EJ or ET."

However, GMT has suggested that we can review the data via a meeting between myself (or delegate) and Chris Damiani, Director of Planning. Chris would upload ADA origin data for those identified as Essex Junction residents onto a map. Then we can collectively review the map to confirm correct municipal identification. We would see the address and map location but no other identifying information. If someone was mismatched, GMT would correct it with SSTA and look at options to correct previous bills. They would issue a credit or debit to the FY27 assessments when they are mailed out later in the year.

I trust that GMT has this sorted out correctly, but I'd be happy to review the data to be sure.

3. Legal review was requested.

The City Attorney and GMT's Attorney work out of the same firm, so I reached out to VLCT for their opinion. VLCT advised me that this is an acceptable method for correcting the situation and the Council could make the motion if they so desire and they suggest this revised motion: "I move that the City Council ratify and retroactively approve the GMT amendment to Section 1(c) of the formula for apportionment in regard to ADA paratransit service, effective July 1, 2024." GMT appreciates and agrees with the suggested edit.

Cost: N/A outside of the annual assessments.

Recommendation:

GMT would like each legislative body to take up this matter prior to Town Meeting. Staff recommends that the Council approve the motion.

Recommended Motion:

If the Council is ready, here is a recommended motion:

"I move that the City Council ratify and retroactively approve the GMT amendment to Section 1(c) of the formula for apportionment in regard to ADA paratransit service, effective July 1, 2024."

Attachments:

Request Letter from Clayton Clark, GMT General Manager
ADA Assessment Stabilization



November 14, 2025

To: City of Burlington
City of Essex Junction
City of South Burlington
City of Winooski
Town of Essex
Town of Milton
Town of Shelburne
Town of Williston

Regarding: Request to Approve Amendment to Formula for Apportionment

Dear Urban Member Municipalities of Green Mountain Transit,

Green Mountain Transit requests each of your legislative bodies retroactively approve the amendment below to Section 1(c) of the formula for apportionment in regard to ADA paratransit service, effective July 1, 2024.

Background

- In 2023 and prior, members provided feedback to GMT that the volatility of the ADA paratransit assessment made budgeting difficult.
- In response, GMT asked Steadman Hill Consulting to conduct the attached study, which was issued on October 4, 2023. The study recommended changing the assessment methodology for ADA paratransit.

- On October 17, 2023, the GMT Board of Commissioners adopted the methodology recommended by Steadman Hill for ADA paratransit assessment.
- The new ADA paratransit assessment methodology was applied in FY25 and FY26 and is presently used in our draft FY27 budget.
- As required by statute, amendments to the formula for apportionment must be approved by 75% of member municipalities. GMT did not request your approval of the change in assessment methodology.

Apology

Please accept my apology for implementing the new assessment methodology without your vote. I ask you to help me correct this unintended oversight now by retroactively adopting the amendments, as suggested by GMT's legal counsel.

Next Steps

- If six of our eight legislative bodies approve this change, we will continue to use the new ADA paratransit assessment methodology.
- If the amendment fails to be approved by six of our eight legislative bodies, GMT will reinstate the previous ADA methodology beginning in FY28. Previous under/over payments for Fiscal Years 2025-2027 will be credited/debited as part of the FY28 assessment.
- GMT respectfully requests each member municipality vote on this amendment prior to Town Meeting Day.

Previous ADA Paratransit Assessment Methodology

Formula for Apportionment 1(c): Budgeted ADA complementary paratransit service expenses will be assessed to each municipality receiving such services according to the percentage of ridership of the total originating from each municipality, based upon paratransit ridership in the most recently completed year. Member municipalities will be assessed 50% of the net cost of service for the budgeted fiscal year for the total number of ADA rides originating in that municipality expressed as a percentage from the total number of rides from the most recently completed year. Non-member municipalities will be invoiced 100% of the net cost of service for the budgeted fiscal year for the total number of ADA rides originating in that municipality expressed as a percentage from the total number of rides from the most recently completed year.

Changes to ADA Paratransit Assessment Methodology

Formula for Apportionment 1(c): Budgeted ADA complementary paratransit service expenses will be assessed to each municipality receiving such services. Member municipalities will be assessed a percentage determined by the Board of the net cost of service for the budgeted fiscal year. The amount assessed to each member municipality will be calculated as follows: (1) half of the total assessment is assessed as an access fee, based on the average ratio of fixed route assessment to ADA assessment for the previous five years for that municipality; (2) the other half is assessed as a trip fee, based on the number of ADA trip origins and trip destinations in that community during the most recently completed fiscal year. The trip origins are multiplied by the average cost of trips originating in that municipality and the trip destinations are multiplied by the average cost of trips ending in that municipality. These figures are then normalized to represent half of the systemwide ADA assessment. Non-member municipalities will be invoiced 100% of the net cost of service for the budgeted fiscal year for the total number of ADA rides originating in that municipality expressed as a percentage from the total number of rides from the most recently completed year.

New ADA Paratransit Methodology for Approval by Each Legislative Body

Formula for Apportionment 1(c): Budgeted ADA complementary paratransit service expenses will be assessed to each municipality receiving such services. Member municipalities will be assessed a percentage determined by the Board of the net cost of service for the budgeted fiscal year. The amount assessed to each member municipality will be calculated as follows: (1) half of the total assessment is assessed as an access fee, based on the average ratio of fixed route assessment to ADA assessment for the previous five years for that municipality; (2) the other half is assessed as a trip fee, based on the number of ADA trip origins and trip destinations in that community during the most recently completed fiscal year. The trip origins are multiplied by the average cost of trips originating in that municipality and the trip destinations are multiplied by the average cost of trips ending in that municipality. These figures are then normalized to represent half of the systemwide ADA assessment. Non-member municipalities will be invoiced 100% of the net cost of service for the budgeted fiscal year for the total number of ADA rides originating in that municipality expressed as a percentage from the total number of rides from the most recently completed year.

Visits to City Councils and Select Boards

It is customary for me to join the legislative bodies of our member municipalities each fall after we issue our draft assessments for the following year. I would welcome the opportunity to join you and your councils, boards, or committees to both hear your feedback and to give you an update on GMT operations.

Sincerely

A handwritten signature in blue ink, appearing to read 'C. Clark', with a stylized flourish extending to the right.

Clayton Clark
General Manager

MEMORANDUM

To: Nicholas Foss
From: Stephen Falbel
Re: ADA Assessment Stabilization
Date: October 4, 2023

Green Mountain Transit requested assistance from Steadman Hill Consulting in exploring alternatives to its current method of assessing member communities for the cost of ADA complementary paratransit service. Over the years, the current method has resulted in assessments that vary widely from year to year, making it challenging for the member municipalities to budget and pay for this service. This memorandum presents a summary of the alternatives examined and a recommendation for the GMT board to consider.

Background

For many years, GMT has assessed member communities for ADA complementary paratransit service by tabulating the cost of paratransit trips made by residents of each community and charging those communities 50% of that total cost. Non-member communities with ADA service (Colchester, until FY2021) were charged 100% of the total cost. By this formula, it does not matter where the ADA trips go; if a Shelburne resident takes an ADA trip from South Burlington to Winooski, Shelburne pays for it.

The practical implication of this method is significant variation in the assessments from one year to the next. ADA-eligible individuals who need to ride on a daily basis, say, to get to work, can result in significant charges to a town. With each trip costing in the range of \$35, a single rider commuting on a daily basis can incur a cost to the town of about \$9,000 per year (50% of the total cost). With total assessments for the smaller members running between \$25,000 and \$90,000 per year, that one additional rider could cause a 10% to 35% increase in the town's assessment. If there were just five new riders who used service daily, a member community's assessment could double. It should also be noted that if a rider commutes to another community for a job, that destination community, which benefits from the economic activity related to that job, pays nothing for that rider's access.

In FY2019 (the most recent year of "normal" demand), about 68% of ADA trips crossed a municipal border. It was also the case that the trips that crossed municipal borders were more likely to be work trips compared to those trips that stayed within one town.

In contrast, GMT's assessments for fixed route service are based on where the service is operated, not on the home towns of riders. It is also the case that the service area for ADA complementary paratransit is based solely on a ¾ mile buffer around GMT's fixed routes. All of these points suggest that if a community has a lot of fixed route service, which then leads to demand for ADA service, that community should help pay for the ADA trips that bring workers or shoppers to that community, no matter where the ADA rider happens to reside.

Alternatives

Steadman Hill Consulting developed a series of alternative methods of allocating ADA paratransit costs among the member communities (excluding Milton and Hinesburg, which do not have any ADA service):

- 1) Calculate the average share of total ADA costs by community over the past five years and use that percentage share going forward. This option would essentially freeze the recent shares in place and all communities would see equal percentage changes going forward.
- 2) Calculate the average ratio of fixed route assessment to ADA assessment by community over the past five years and use that ratio to calculate ADA assessments in the future. This ratio would gradually change over time as fixed route assessments change. The calculated shares would have to be normalized to the total ADA operating cost, since ADA costs may rise faster (or slower) than fixed route costs in any given year.
- 3) Use the average share as calculated in option 1 to cover 50% of total ADA costs; this is the “access fee” for ADA service. The other 50% of costs would be based on the actual cost of service with the cost for each trip shared between the origin town and the destination town of the trip (or just one town if the trip never crossed a boundary).
- 4) Use the average ratio of fixed route assessment to ADA assessment to cover 50% of the total cost as the “access fee” for ADA service. The other 50% of the cost is based on origin and destination towns as in option 3.

An analysis of the financial impacts of these options, discussions with GMT staff and input from Finance Committee members led to the selection of option 4 as the recommended alternative. The key reasons for this selection are as follows:

- Basing half of the assessment on a rolling average will significantly diminish the volatility of the assessment at the community level, while still retaining some connection to the amount of service operated that year.
- Because the ADA service area is based on where fixed routes operate, it makes sense to tie ADA assessments in some way to fixed route assessments.
- Using origin and destination towns as the basis for the trip charges rather than the home towns of riders both reduces volatility of charges for any one community (since trip charges would accrue to two towns for any trips that crossed a municipal border rather than one town), and also means that the municipalities that see the economic benefits of the access provided by the ADA service help pay for that service.
- Over time the ADA assessment will more closely reflect the amount of service in a member community, both fixed route and ADA.
- The largest short term impacts of changing from home towns to origin-destination towns will be on Williston, which has relatively few residents who use ADA service but is the destination location for many ADA trips. However, Williston would likely see its ADA assessment rise over time in any case, as its population ages.

Estimated Impacts

The tables below show how the recommended method would affect community-level ADA assessments compared to the current method for FY2024. The first table shows the calculation of the “access fee.” The ratio of fixed route to ADA assessments for the five years from FY19 to FY23 was calculated for each member with ADA service. Most of these ratios are in the range of 1 to 3,

but Burlington's is 5.06 and Williston's is 9.29 reflecting that these municipalities have larger fixed route assessments compared to the other members than ADA assessments. These ratios were divided into the fixed route assessment for FY24, and then the values were normalized (proportionally scaled down) so that the sum of the access fees totaled 50% of the estimated systemwide ADA assessment (\$880,426).

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester	TOTAL
Ratio of FR to ADA FY19-FY23	5.06	1.53	3.08	1.17	1.38	9.29	1.28	
FR assessment for FY24	\$ 1,244,348	\$ 337,079	\$ 231,067	\$ 118,127	\$ 66,770	\$ 217,925	\$ 47,700	\$ 2,263,016
Full assessment based on ratio	\$ 245,894	\$ 219,647	\$ 74,951	\$ 100,594	\$ 48,379	\$ 23,469	\$ 37,207	
50% access fee	\$ 144,300	\$ 128,898	\$ 43,985	\$ 59,033	\$ 28,391	\$ 13,773	\$ 21,834	\$ 440,213

The trip fees were calculated based on FY22 ridership figures (the most recent full year available when the analysis was done). The number of rides beginning and ending in each member town was tabulated, and then the average cost of the rides beginning and ending in those towns was calculated. Towns closer to the center of the area and with higher density tend to have shorter, and thus less expensive trips (e.g. Burlington and Winooski) compared to less-dense towns further from the core (e.g. Essex and Shelburne). The average costs were multiplied by the numbers of trips, and then the totals were again normalized to sum up to 50% of the systemwide assessment.

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester	TOTAL
FY22 rides by origin town	14,984	11,938	3,252	2,825	1,250	3,073	2,739	40,061
FY22 rides by destination town	15,432	11,738	3,103	2,833	1,114	3,188	2,653	40,061
FY22 avg cost per trip by origin town	\$36.28	\$36.12	\$44.15	\$36.36	\$55.09	\$44.41	\$43.26	
FY22 avg cost per trip by dest town	\$36.72	\$36.25	\$44.32	\$35.65	\$51.07	\$44.95	\$43.00	
50% trip fee	\$ 158,180	\$ 122,053	\$ 40,048	\$ 29,023	\$ 17,916	\$ 39,859	\$ 33,134	\$ 440,213

The next table compares the assessments generated by this method ("Theoretical FY24 assessment") with the assessments that would apply based on the existing method ("Preliminary FY24 assessment"). These two alternatives are then compared to actual FY23 assessments to show how the community-level totals would change under each method.

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester	TOTAL
Preliminary FY24 assessment	\$ 339,054	\$ 241,090	\$ 76,926	\$ 105,991	\$ 38,702	\$ 30,975	\$ 47,688	\$ 880,426
Theoretical FY24 assessment	\$ 302,481	\$ 250,951	\$ 84,033	\$ 88,055	\$ 46,307	\$ 53,631	\$ 54,968	\$ 880,426
FY23 Actual Assessment	\$ 232,399	\$ 204,550	\$ 109,617	\$ 120,703	\$ 42,280	\$ 27,040	\$ 56,621	\$ 793,210
FY23 to FY24 preliminary change	\$ 106,656	\$ 36,540	\$ (32,691)	\$ (14,712)	\$ (3,578)	\$ 3,934	\$ (8,933)	
FY23 to FY24 theoretical change	\$ 70,082	\$ 46,402	\$ (25,584)	\$ (32,648)	\$ 4,026	\$ 26,591	\$ (1,653)	
Difference	\$ (36,573)	\$ 9,861	\$ 7,106	\$ (17,936)	\$ 7,605	\$ 22,657	\$ 7,280	
Preliminary percent change	46%	18%	-30%	-12%	-8%	15%	-16%	
Theoretical percent change	30%	23%	-23%	-27%	10%	98%	-3%	

It can be seen that Williston's assessment would rise by the greatest amount, reflecting the change from home towns to origin-destination towns, and also that it had by far the highest ratio of fixed route to ADA assessment for the past five years. Burlington and Winooski would both pay less under the recommended method than the existing method, while the other towns (other than Williston) would pay moderately more under the recommended method (by between \$7,000 and \$10,000).

In considering the possibility of changing the ADA assessment method, it is perhaps more important to consider how assessments would change in year 2 and beyond, rather than focusing just on what happens in the first year. In order to make projections for FY25 assessments, some assumptions had to be made:

- It was assumed that the ADA ridership in each town would rise by half of a standard deviation, based on the ridership statistics from 2012 through 2022. Thus, the more variable the ridership has been over the past 11 years in a given town, the greater the projected increase would be in FY24. Shelburne's ADA ridership has been more much variable than other towns, so its total was increased by only a quarter of a standard deviation.
- It was assumed that the systemwide ADA cost would rise by 8%.
- It was assumed that the systemwide urban fixed route assessment would rise by 4%.

The ratios of fixed route to ADA would change from those shown above based on the assessments charged in FY24. The table below shows the progression:

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester
Ratio of FR to ADA FY19-FY23	5.06	1.53	3.08	1.17	1.38	9.29	1.28
Ratio of FR to ADA FY20-FY24	4.87	1.50	3.02	1.21	1.39	8.24	1.20

It can be seen that the extreme ratios in Williston and Burlington drop, so that the ratios begin to converge. The table below shows the theoretical assessments for FY24 and FY25 under this model.

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester	Total
Theoretical FY24 assessment	\$ 302,481	\$ 250,951	\$ 84,033	\$ 88,055	\$ 46,307	\$ 53,631	\$ 54,968	\$ 880,426
Theoretical FY25 assessment	\$ 331,712	\$ 266,230	\$ 90,152	\$ 91,486	\$ 50,451	\$ 57,710	\$ 59,503	\$ 947,245
Increase FY24 to FY 25	\$ 29,232	\$ 15,279	\$ 6,120	\$ 3,431	\$ 4,145	\$ 4,079	\$ 4,535	
Percent change	10%	6%	7%	4%	9%	8%	8%	

The volatility has nearly vanished as all of the members have changes of between 4% and 10% (compared to swings from -16% to +46% under the existing method as shown previously). The following table shows the impact on the ratio of fixed route to ADA assessment that is the basis of the access fee:

	Burlington	So. Burl.	Essex	Winooski	Shelburne	Williston	Colchester
Ratio of FR to ADA FY19-FY23	5.06	1.53	3.08	1.17	1.38	9.29	1.28
Ratio of FR to ADA FY20-FY24	4.87	1.50	3.02	1.21	1.39	8.24	1.20
Ratio of FR to ADA FY21-FY25	4.68	1.46	2.95	1.23	1.39	7.38	1.13

The ratios in Burlington and Williston continue to drop as they come closer to convergence.

Conclusion

The recommended option will produce much less volatile ADA assessments over time and will lead to a fairer share of ADA costs and benefits among the member communities. There will be significant changes in the first year of implementing the new method, particularly for Williston, but for Year 2 and beyond, the assessment should become much more stable. It must be noted that the numbers presented here are just forecasts based on a series of assumptions about future ridership. Actual changes could make the community-level numbers either more or less volatile than what is shown here, but because half of the assessment is based on a rolling average, future assessments have to be less volatile than they have been in the past.

MEMORANDUM

TO: City Manager/City Council
FROM: Karen K. Lemnah, Assessor
DATE: February 3, 2026
RE: Form PVR-4155 – Certificate – No Appeal or Suit Pending

=====

Issue

The issue is whether the City Council will approve Document PVR-4155, “Certificate – No Appeal or Suit Pending” for the 2025 Grand List.

Discussion

Document PVR-4155, “ Certificate – No Appeal or Suit Pending” assures that there are no appeals pending from the action of the Assessor nor suits pending to recover taxes paid under protest relating to the grand list. The document requires the signatures of the Selectboard and the Assessor.

Document PVR-4155 is required by Vermont Statute. Per 32 VSA 4155, “When no statutory appeal as provided by law from the appraisal of the Assessor and no suit to recover taxes paid under protest is pending on the first Tuesday of February following such lodgment, the Selectboard and Assessor of a town or the Mayor and Assessors of a city shall endorse a certificate to that effect upon the grand list and the same shall be attested by the town or city clerk with the date of such attestation.”

Cost

N/A

Recommendation

Staff recommends that the City Council approve Document PVR-4155, “Certificate - No Appeal or Suit Pending” for the 2025 Grand List.

CERTIFICATE – NO APPEAL OR SUIT PENDING

I hereby certify that on this date, February 3, 2026, there are no appeals pending from the action of the Assessor nor suits to recover taxes paid under protest.

Under the provisions of 32 VSA, section 4157, from this date on when offered in evidence in any court in this state, this list shall be received as a legal Grand List and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

Assessor

City Council

Attested this _____ day of _____, _____.

City Clerk

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE CITY OF ESSEX JUNCTION**

Please Print

Applicant's Name: Warren Ellison

Organization: Burlington Gem and Mineral Club Inc.

Tax Exempt #: _____ Non-Profit: ☒ Yes ☐ No

Address: 325 Browns Trace Rd Jericho, VT 05465

Phone: 802 899 3441 Email: webinfo@warrenellison.com

Application for: Street Banner ☒ Gas Lamp Banners _____ Event Flags _____

Message and dimensions: "Champlain Valley Gem, Mineral and Fossil Show
at the CVE July 18-19" 20 ft by 3'

Locations you would like the event flags displayed: Across Rt 2A

Dates to be hung: From: July 6th To: July 20th <sup>the two weeks
previous to the
event - 7/18, 7/19</sup>

I certify that the above-described banner(s) or event flags have been constructed in accordance with the specifications noted.

Signed:  Date: 1/29/26

Please return completed application to the Managers Office, City of Essex Junction, 2 Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Waiver signed: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Liability Waiver received:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
\$350 fee received:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Application complete:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

City Council approval (date): _____

LIABILITY WAIVER

The City of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) The Burlington Gem and Mineral Club, hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the City of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the City except in cases of the City's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the City employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the City as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: 45th annual Champlain Valley Gem, Mineral + Fossil Show

The banner(s)/event flags will be hung from 7/6/24 to 7/20/24
date date

two weeks prior to 7/18-7/19 event

OWNER'S ACKNOWLEDGMENT:

By: [Signature]

Date: 1/30/24

CITY OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: [Signature]

Date: 1/30/24

01/23/26

City of Essex Junction Accounts Payable

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Check Warrant Report # 24104 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 01/16/26 To 01/23/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
06490	A H FENCE CO	12/17/25 MSP Fence 121725D	210-5-30-12-330.000 Professional Services	1728.33	57628	01/23/26
05290	ADVANCE AUTO PARTS 9820	12/10/25 Bolt Extender 455253442469	210-5-30-12-610.000 General Supplies	9.12	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	01/06/26 Wiper Blades for Truck #6 552600656272	210-5-40-12-430.000 R&M Vehicles & Equipment	56.94	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	01/13/26 AW46 HYDRAULIC FLUID 552601325701	210-5-40-12-626.000 Gasoline	74.99	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	01/14/26 DEGREASER 552601456576	210-5-40-12-610.000 General Supplies	36.39	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	01/14/26 INTERIOR DETAILER 12 OZ 552601456593	210-5-40-12-610.000 General Supplies	7.67	57629	01/23/26
28555	ALLEGIANCE TRUCKS	01/07/26 E7 Service R122006131:0	210-5-25-10-430.000 R&M Vehicles & Equipment	719.77	57631	01/23/26
80184	AMAZON BUSINESS SERVICES	01/12/26 BL ADVD-PprTwl-Sup JAN26 144GCXL11WNP	210-5-35-10-640.201 Adult Collection	65.47	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/12/26 BL ADVD-PprTwl-Sup JAN26 144GCXL11WNP	210-5-41-21-610.000 General Supplies	90.06	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/12/26 BL ADVD-PprTwl-Sup JAN26 144GCXL11WNP	210-5-35-10-610.000 General Supplies	49.32	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/13/26 BL JAudCards JAN26 1GWYPN6DC9YP	210-5-35-10-640.202 Juvenile Collection	31.85	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/17/26 BL AProg-Craft JAN26 1JPK41QQHQG3	210-5-35-10-840.201 Adult Programs	42.67	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/09/26 BL Supplies JAN26 1JYHXM4DM77	210-5-35-10-610.000 General Supplies	82.14	57633	01/23/26
80184	AMAZON BUSINESS SERVICES	01/12/26 BL J-Yotos JAN26 1K6N9LRX1KXC	210-5-35-10-640.202 Juvenile Collection	260.82	57633	01/23/26
19815	AMAZON CAPITAL SERVICES	01/12/26 Senior Program Supplies 1MJJDVQDLN7	210-5-30-10-610.000 General Supplies	137.24	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/15/26 Senior Ctr Supplies 1P9VVPL4G9Q4	210-5-30-10-610.000 General Supplies	97.59	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/09/26 Office Supplies 1QWP17YKPQ33	210-5-30-10-610.000 General Supplies	12.99	57634	01/23/26
04310	APALACHEE MARINE	01/02/26 Type1 Road Salt 80134	210-5-40-12-600.000 Salt, Sand and Gravel	4436.10	57636	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127797	210-5-35-10-640.202 Juvenile Collection	64.38	57637	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127797	210-5-35-10-610.000 General Supplies	3.03	57637	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127798	210-5-35-10-640.202 Juvenile Collection	13.49	57637	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127798	210-5-35-10-610.000 General Supplies	3.31	57637	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127996	210-5-35-10-640.202 Juvenile Collection	347.41	57637	01/23/26
00530	BRODART CO	12/22/25 BL JBooks DEC25 B7127996	210-5-35-10-610.000 General Supplies	35.01	57637	01/23/26
00530	BRODART CO	12/30/25 BL JBooks JAN26 B7131136	210-5-35-10-640.202 Juvenile Collection	331.19	57637	01/23/26

01/23/26

City of Essex Junction Accounts Payable

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Check Warrant Report # 24104 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 01/16/26 To 01/23/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	BRODART CO	12/30/25 BL JBooks JAN26 B7131136	210-5-35-10-610.000 General Supplies	29.85	57637	01/23/26
00530	BRODART CO	01/05/26 BL JBooks JAN26 B7133970	210-5-35-10-640.202 Juvenile Collection	286.98	57637	01/23/26
00530	BRODART CO	01/05/26 BL JBooks JAN26 B7133970	210-5-35-10-610.000 General Supplies	25.25	57637	01/23/26
00530	BRODART CO	01/08/26 BL JBooks JAN26 B7136704	210-5-35-10-640.202 Juvenile Collection	304.56	57637	01/23/26
00530	BRODART CO	01/08/26 BL JBooks JAN26 B7136704	210-5-35-10-610.000 General Supplies	25.25	57637	01/23/26
00530	BRODART CO	01/12/26 BL JPlaywys JAN26 B7139008	210-5-35-10-640.202 Juvenile Collection	165.57	57637	01/23/26
03000	CARGILL SALT EASTERN INC	01/07/26 DEICER SALT ICE CNTRL BLK 2911905857	210-5-40-12-600.000 Salt, Sand and Gravel	2212.88	57639	01/23/26
03000	CARGILL SALT EASTERN INC	01/07/26 DEICER SALT ICE CNTRL BLK 2911905858	210-5-40-12-600.000 Salt, Sand and Gravel	3195.94	57639	01/23/26
03000	CARGILL SALT EASTERN INC	01/13/26 DEICER SALT ICE CNTRL BLK 2911930154	210-5-40-12-600.000 Salt, Sand and Gravel	3162.11	57639	01/23/26
03000	CARGILL SALT EASTERN INC	01/14/26 DEICER SALT ICE CNTRL BLK 2911941112	210-5-40-12-600.000 Salt, Sand and Gravel	3231.76	57639	01/23/26
03000	CARGILL SALT EASTERN INC	01/16/26 DEICER SALT ICE CNTRL BLK 2911946601	210-5-40-12-600.000 Salt, Sand and Gravel	5538.18	57639	01/23/26
11375	CASELLA WASTE MANAGEMENT	11/01/25 cleaning up the shop 719625	210-5-40-12-425.000 Trash Removal	152.72	57640	01/23/26
V10617	CHADWICK-BAROSS	01/14/26 1 STEERING ISSUE Model: SWO0049871	210-5-40-12-430.000 R&M Vehicles & Equipment	7998.88	57641	01/23/26
21120	CHAMPLAIN MEDICAL URGENT	01/06/26 Screening 00077619-00	210-5-25-10-330.000 Professional Services	72.00	57642	01/23/26
23455	CHITTENDEN SOLID WASTE DI	01/15/26 3 Tires recycled 3631455	210-5-40-12-425.000 Trash Removal	12.00	57643	01/23/26
21210	CINTAS LOC # 68M 71 M	11/13/25 3X10 BLACK MAT 4249696082	210-5-40-12-610.000 General Supplies	26.30	57644	01/23/26
21210	CINTAS LOC # 68M 71 M	01/08/26 3X10 BLACK MAT 4255675701	210-5-40-12-610.000 General Supplies	26.30	57644	01/23/26
21210	CINTAS LOC # 68M 71 M	01/15/26 Supplies for Shop 4256432188	210-5-40-12-610.000 General Supplies	207.89	57644	01/23/26
21210	CINTAS LOC # 68M 71 M	01/07/26 SERVICE ACKNOWLEDGEMENT 5311510011	210-5-40-12-610.000 General Supplies	37.40	57644	01/23/26
21210	CINTAS LOC # 68M 71 M	10/31/25 WATERBREAK COOLER AGREEME 9344886140	210-5-40-12-610.000 General Supplies	50.00	57644	01/23/26
30100	COBRAHELP	01/15/26 Cobra Admin Jan 2026 357695	210-5-10-10-330.000 Professional Services	44.20	57646	01/23/26
04940	COMCAST	01/03/26 Cable TV 020772201102	210-5-41-22-530.000 Communications	25.66	57647	01/23/26
17025	COONRADT AMY	01/18/26 Recording Secretary CC 20 0234	210-5-11-10-330.000 Professtional Services	92.70	57648	01/23/26
80208	Capital One Trade Credit	01/14/26 Shop Supplies 21602341	210-5-40-12-610.000 General Supplies	37.97	57649	01/23/26
33075	DELL MARKETING LP	01/07/26 BL Computers JAN26 10856475661	210-5-35-10-735.000 Tech: Equip/Hardware	20.47	57650	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
31275	DON WESTON EXCAVATING INC	01/12/26	5 Corners cleared the blo 11235	210-5-40-12-422.000 Snow Removal	5250.00	57652	01/23/26
V0777	ESSEX REPORTER	01/15/26	Website Ad January 2026 430175	210-5-10-10-540.000 Advertising	145.00	57659	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/01/26	07 Jan 26 GOCO Bill 157905	210-5-10-10-505.000 Tech. Subs, Licenses	546.14	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/07/26	CDL Query 2026 27UHPU05	210-5-10-10-330.000 Professional Services	12.50	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/12/26	2 Lincoln Supplies 3047467	210-5-41-20-610.000 General Supplies	174.55	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/12/26	2 Lincoln Supplies 3047467	210-5-11-10-831.000 Special or New Programs	73.33	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26	Community Meal Supplies 4438624	210-5-11-10-831.000 Special or New Programs	59.06	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/12/26	Clerk Supplies 46582925	210-5-12-10-610.000 General Supplies	164.17	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26	admin time tracking Dec 2 467304	210-5-13-10-505.000 Tech. Subs, Licenses	176.00	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26	Brownell time tracking De 467710	210-5-13-10-505.000 Tech. Subs, Licenses	240.00	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/19/25	LCC Legislative Breakfast 67207	210-5-11-10-500.000 Training, Conferences, Du	98.00	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/30/25	Legislative Breakfast Ser 67239	210-5-10-10-500.000 Training, Conf, Dues	49.00	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/19/25	Council Supplies 7149029A	210-5-11-10-610.000 General Supplies	11.82	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/22/25	2 Lincoln Supplies 7149029B	210-5-10-10-610.000 General Supplies	28.95	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/15/25	2 Lincoln Supplies 72851451	210-5-10-10-610.000 General Supplies	31.67	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/17/25	Amazon Credit non deliver 7922617credi	210-5-41-20-610.000 General Supplies	-26.99	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	12/24/25	VT HRA membership 2026 VTHRA2026	210-5-10-10-500.000 Training, Conf, Dues	75.00	57662	01/23/26
16000	FISHER AUTO PARTS	01/14/26	OIL-GREASE 531700	210-5-40-12-626.000 Gasoline	818.45	57665	01/23/26
04035	GOT THAT RENTAL & SALES I	01/12/26	Maint Tools 147332	210-5-30-12-610.000 General Supplies	384.00	57668	01/23/26
04035	GOT THAT RENTAL & SALES I	01/08/26	Maint Supplies 150129	210-5-30-12-610.000 General Supplies	25.99	57668	01/23/26
04035	GOT THAT RENTAL & SALES I	01/16/26	HANDLE, HARDWOOD TAPERED 150329	210-5-40-12-609.000 Safety Supplies	17.99	57668	01/23/26
04035	GOT THAT RENTAL & SALES I	01/16/26	HANDLE, HARDWOOD TAPERED 150329	210-5-30-12-610.000 General Supplies	9.99	57668	01/23/26
80075	GREEN MEADOWS GRILL CATER	01/14/26	Food for Open House 20250 1222	210-5-11-10-831.000 Special or New Programs	1000.00	57670	01/23/26
08475	GREEN MOUNTAIN ELECTRIC S	11/20/25	Ballfield CREDIT S5429976005	210-5-30-12-610.000 General Supplies	-64.41	57671	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-41-20-622.000 Electricity	1578.90	57672	01/23/26

01/23/26

City of Essex Junction Accounts Payable

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Check Warrant Report # 24104 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 01/16/26 To 01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-41-22-622.000 Electricity	1578.89	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-40-12-622.000 Electricity	436.06	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-41-21-622.000 Electricity	1525.13	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-40-12-622.200 Streetlight Electricity	411.14	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	210-5-41-23-622.000 Electricity	384.12	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/12/26	GMP Non Solar - 12/10/25- 011226NS	210-5-40-12-622.200 Streetlight Electricity	12347.95	57673	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/12/26	GMP Non Solar - 12/10/25- 011226NS	210-5-40-12-622.000 Electricity	979.82	57673	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	MSP Power Jan 012675MAPLE	210-5-41-26-622.000 Electricity	1979.04	57674	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	MSP Power Jan 012675MAPLE2	210-5-41-26-622.000 Electricity	93.15	57674	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/13/26	GMP Service Period: 12/12 3616011326	210-5-40-12-622.200 Streetlight Electricity	475.85	57674	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/13/26	GMP Service Period: 12/12 8592011326	210-5-40-12-622.200 Streetlight Electricity	162.65	57674	01/23/26
21335	HOLY FAMILY / ST LAWRENCE	12/31/25	Bridge Bingo Rental NovDec25	210-5-30-10-330.000 Professional Services	750.00	57675	01/23/26
21335	HOLY FAMILY / ST LAWRENCE	12/31/25	Cribbage Rental NovDec25A	210-5-30-10-330.000 Professional Services	400.00	57675	01/23/26
21335	HOLY FAMILY / ST LAWRENCE	01/07/26	Sr Lunch Rental July-Dec SnrLnch25	210-5-30-10-330.000 Professional Services	1250.00	57675	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/08/26	BL AReplBooks JAN26 93543031	210-5-90-00-640.201 Adult Collection replacem	42.01	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/08/26	BL AReplBooks JAN26 93543031	210-5-35-10-610.000 General Supplies	4.86	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/11/26	BL ABooks JAN26 93590960	210-5-35-10-640.201 Adult Collection	70.65	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/11/26	BL ABooks JAN26 93590960	210-5-35-10-610.000 General Supplies	4.17	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL A.F.RBooks JAN26 93664395	210-5-35-10-640.201 Adult Collection	228.97	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL A.F.RBooks JAN26 93664395	210-5-90-00-640.201 Adult Collection replacem	135.23	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL A.F.RBooks JAN26 93664395	210-5-90-00-991.000 Library Donation Expense	66.08	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL A.F.RBooks JAN26 93664395	210-5-35-10-610.000 General Supplies	40.93	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL ABooks JAN26 93664396	210-5-35-10-640.201 Adult Collection	24.18	57677	01/23/26
33495	INGRAM LIBRARY SERVICES I	01/13/26	BL ABooks JAN26 93664396	210-5-35-10-610.000 General Supplies	1.39	57677	01/23/26
80257	JANITECH LLC	01/01/26	Janitorial Services Janua INV-JT-6630	210-5-41-20-420.000 Cleaning Services	1365.00	57678	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80257	JANITECH LLC	01/01/26	Janitorial Services Janua INV-JT-6630	210-5-41-21-420.000 Cleaning Services	2613.00	57678	01/23/26
80257	JANITECH LLC	01/01/26	Janitorial Services Janua INV-JT-6630	210-5-41-26-420.000 Cleaning Services	943.58	57678	01/23/26
80257	JANITECH LLC	01/01/26	Janitorial Services Janua INV-JT-6630	210-5-41-26-420.000 Cleaning Services	1451.67	57678	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	210-5-10-10-442.000 Rental Vehicles/Equip	165.54	57679	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	210-5-30-10-442.000 Rental Vehicles/Equip	149.40	57679	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	210-5-35-10-442.000 Rental Vehicles/Equip	328.00	57679	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	210-5-40-12-442.000 Rental Vehicles/Equip	70.40	57679	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-10-10-210.000 Group Insurance	146.40	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-12-10-210.000 Group Insurance	67.25	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-13-10-210.000 Group Insurance	146.40	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-40-12-210.000 Group Insurance	120.78	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-35-10-210.000 Group Insurance	256.20	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-16-10-210.000 Group Insurance	103.85	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-30-10-210.000 Group Insurance	256.20	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	210-5-30-12-210.000 Group Insurance	73.20	57682	01/23/26
80051	MADISON NATIONAL LIFE- -	01/07/26	4th QTR 2025 FICA REIMBUR WJ 1766	210-5-30-10-220.000 Social Security	114.75	57683	01/23/26
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	210-5-10-10-320.000 Legal Services	360.00	57686	01/23/26
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	210-5-10-10-320.000 Legal Services	202.50	57686	01/23/26
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	210-5-10-10-320.000 Legal Services	1148.00	57686	01/23/26
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	210-5-16-10-320.000 Legal Services	3435.00	57686	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	210-5-10-10-210.000 Group Insurance	9686.30	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	210-5-12-10-210.000 Group Insurance	2028.54	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	210-5-13-10-210.000 Group Insurance	3864.39	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	210-5-40-12-210.000 Group Insurance	4772.15	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	210-5-35-10-210.000 Group Insurance	11907.57	57687	01/23/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27395	MVP HEALTH CARE INC 43118	01/10/26 Health Feb 2026 22469738	210-5-16-10-210.000 Group Insurance	3042.82	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26 Health Feb 2026 22469738	210-5-30-10-210.000 Group Insurance	9660.96	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26 Health Feb 2026 22469738	210-5-30-12-210.000 Group Insurance	4878.65	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26 Health Feb 2026 22469738	210-2-00-00-210.006 Health Ins. Copay	4648.79	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-10-10-210.000 Group Insurance	14.00	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-12-10-210.000 Group Insurance	3.50	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-13-10-210.000 Group Insurance	7.00	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-40-12-210.000 Group Insurance	8.05	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-35-10-210.000 Group Insurance	24.50	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-16-10-210.000 Group Insurance	7.00	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-30-10-210.000 Group Insurance	24.50	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	210-5-30-12-210.000 Group Insurance	7.00	57688	01/23/26
80256	Mike Bushey Auto	12/31/25 4WD Repair 12312025 NO	210-5-25-10-430.000 R&M Vehicles & Equipment	1024.67	57689	01/23/26
80044	NEACTC	01/21/26 Membership Dues 2003	210-5-12-10-500.000 Training Conf Dues	50.00	57690	01/23/26
10220	NEW ENGLAND AIR SYSTEMS L	12/31/25 City of Essex Junction WO 210739	210-5-40-12-431.000 R&M Buildings & Grounds	1164.95	57691	01/23/26
37605	NEW ENGLAND MUNICIPAL RES	12/31/25 CD PR/AP seminar 58724	210-5-13-10-500.000 Training, Conf, Dues	175.00	57692	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-10-10-210.000 Group Insurance	437.88	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-12-10-210.000 Group Insurance	75.80	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-13-10-210.000 Group Insurance	401.87	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-40-12-210.000 Group Insurance	197.21	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-35-10-210.000 Group Insurance	489.91	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-16-10-210.000 Group Insurance	258.73	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-30-10-210.000 Group Insurance	780.79	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	210-5-30-12-210.000 Group Insurance	218.94	57693	01/23/26
44745	NORTHEASTERN SECURITY	01/07/26 BL PanicAlarm JAN26 2001917	210-5-41-21-431.000 R&M Buildings & Grounds	284.00	57694	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
15725	O'REILLY AUTOMOTIVE INC	01/09/26	TAPDIE SET 5677151578	210-5-40-12-610.000 General Supplies	37.99	57695	01/23/26
19325	OPEN APPROACH INC	12/31/25	Windows 11 Upgrade 28349	210-5-14-10-505.000 Tech. Subs, Licenses	4200.00	57696	01/23/26
V10554	PHOENIX BOOKS BURLINGTON	01/16/26	BL JFndBooks JAN26 1855499	210-5-90-00-991.000 Library Donation Expense	30.38	57699	01/23/26
05380	PURCHASE POWER	01/05/26	2 Lincoln Postage Decembe 0105264061	210-5-10-10-560.000 Postage	1009.75	57701	01/23/26
80215	Pringle-Corcoran, Wendee	01/12/26	Stipend TFMG January 2026 20260112Prin	210-5-11-10-190.000 Board Member Payments	50.00	57703	01/23/26
37430	R R CHARLEBOIS INC	01/13/26	Work on Truck #5 - Fuel L FC04966	210-5-40-12-430.000 R&M Vehicles & Equipment	2211.55	57704	01/23/26
18010	REYNOLDS & SON, INC.	01/02/26	INSPECTION/ REPAIR 3461741	210-5-25-10-612.000 Uniforms	206.00	57705	01/23/26
18010	REYNOLDS & SON, INC.	01/02/26	Lunar Spare Battery othe 3461742	210-5-25-10-750.000 Machinery & Equipment	2161.92	57705	01/23/26
80296	RUBICON RUBBER LLC	01/13/26	ULTRA 2500 Plow Blades fo 48330	210-5-40-12-610.000 General Supplies	1128.89	57706	01/23/26
03180	SAFETY SYSTEMS OF VT LLC	12/13/25	City Verkada License 13265216	210-5-40-12-505.000 Tech. Subs, Licenses	162.94	57708	01/23/26
03180	SAFETY SYSTEMS OF VT LLC	12/13/25	City Verkada License 13265216	210-5-41-20-505.000 Tech. Subs, Licenses	814.70	57708	01/23/26
03180	SAFETY SYSTEMS OF VT LLC	12/13/25	City Verkada License 13265216	210-5-30-12-505.000 Tech. Subs, Licenses	1955.28	57708	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-41-26-622.000 Electricity	214.41	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-41-23-622.000 Electricity	20.66	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-41-21-622.000 Electricity	84.30	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-41-22-622.000 Electricity	37.82	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-41-20-622.000 Electricity	37.83	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-40-12-622.200 Streetlight Electricity	57.15	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	210-5-40-12-622.000 Electricity	10.06	57710	01/23/26
80201	SERVPRO (MCL Enterprises)	12/31/25	Water Remediation 6152	210-5-41-20-431.000 R&M Buildings & Grounds	1813.77	57713	01/23/26
80295	Spina, Madison S	11/18/25	BL CProg-Music DEC25 SPINA 012026	210-5-35-10-840.202 Childrens Programs	100.00	57718	01/23/26
11935	VIKING-CIVES USA	01/14/26	Supplies for Truck #5 4549322	210-5-40-12-430.000 R&M Vehicles & Equipment	297.20	57721	01/23/26
23395	VILLAGE HARDWARE - WILLIS	01/12/26	NUTS-BOLTS-SCREWS 521508	210-5-40-12-610.000 General Supplies	18.63	57722	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-10-10-210.000 Group Insurance	89.41	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-12-10-210.000 Group Insurance	14.02	57723	01/23/26

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21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-13-10-210.000 Group Insurance	73.95	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-40-12-210.000 Group Insurance	53.16	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-35-10-210.000 Group Insurance	96.20	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-16-10-210.000 Group Insurance	37.71	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-30-10-210.000 Group Insurance	142.45	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	210-5-30-12-210.000 Group Insurance	28.04	57723	01/23/26
28470	VMERS DB 110800	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	28328.94	57724	01/23/26
80130	VMERS DC 110800	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	2316.84	57725	01/23/26
V2258	VTGFOA	01/12/26	J Morris winter workshop Feb26-003	210-5-13-10-500.000 Training, Conf, Dues	20.00	57726	01/23/26
07565	W B MASON CO INC	01/07/26	Preschool Supplies 259221209	210-5-30-12-610.000 General Supplies	173.07	57727	01/23/26
07565	W B MASON CO INC	01/07/26	Maint Supplies 259221435	210-5-30-12-610.000 General Supplies	43.53	57727	01/23/26
07565	W B MASON CO INC	01/09/26	Comm Dev. Supplies TH 259299576	210-5-16-10-610.000 General Supplies	17.59	57727	01/23/26
07565	W B MASON CO INC	01/12/26	Open House Supplies Jan 2 259340673	210-5-11-10-831.000 Special or New Programs	36.96	57727	01/23/26
07565	W B MASON CO INC	01/16/26	Clerk Supplies 259465538	210-5-12-10-610.000 General Supplies	22.90	57727	01/23/26
23390	WOMEN LEADING GOVERNMENT	01/01/26	2026 Membership Dues 20260101Maho	210-5-10-10-500.000 Training, Conf, Dues	40.00	57730	01/23/26
23390	WOMEN LEADING GOVERNMENT	01/01/26	J Morris membership 2026 Morris 2026	210-5-13-10-500.000 Training, Conf, Dues	40.00	57730	01/23/26
80209	Wasted Public Bene Corp	01/02/26	MSP Portolet Jan 10960	210-5-30-12-330.000 Professional Services	330.00	57731	01/23/26
80158	MISSION SQUARE TRADITINAL	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	269.23	A 12326	01/16/26
V1160	ICMA RETIREMENT TRUST-457	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	3071.43	B 12326	01/16/26
V1161	ICMA RETIREMENT TRUST-401	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	5446.66	C 12326	01/16/26
V1165	INTERNAL REVENUE SERVICE	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.002 Federal Inc Tax W/H	50949.39	D 12326	01/21/26
V2413	VT DEPT OF TAXES	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.003 State Inc Tax W/H	6973.04	E 12326	01/21/26
17140	THE EDGE (VILLAGE)	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.005 Misc Deductions Payable	498.75	F 12326	01/16/26
17425	ICMA ROTH PLAN 706287	01/16/26	Payroll Transfer PR-01/16/26	210-2-00-00-210.004 Retirement Payable	150.00	G 12326	01/16/26
25715	DONALD L. HAMLIN CONSULT	12/09/25	Pearl St Multi Use Path N 25829 251209	230-5-40-13-720.003 SW & Road West St to Susi	9792.00	57653	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	230-5-16-10-890.824 Cres. Connector	86.00	57686	01/23/26
39425	SCOTT & PARTNERS INC	01/08/26	25-1837 - City of EJ PWF 6537	230-5-41-25-730.000 Public Works Facility	340.00	57711	01/23/26
80291	Hawk & Trowel LLC	01/13/26	2 Lincoln Renovation 1053	232-5-41-20-890.832 2 Lincoln Street Renovati	1470.41	57676	01/23/26
19325	OPEN APPROACH INC	12/31/25	2 Lincoln Renovation 28350	232-5-41-20-890.832 2 Lincoln Street Renovati	3304.75	57696	01/23/26
39425	SCOTT & PARTNERS INC	01/08/26	2 Lincoln Renovations Dec 6516	232-5-41-20-890.832 2 Lincoln Street Renovati	412.50	57711	01/23/26
31275	DON WESTON EXCAVATING INC	12/30/25	Grove Street water break 11234	254-5-54-20-433.000 R&M Infrastructure	6930.00	57652	01/23/26
40025	E J PRESCOTT INC	01/14/26	1 SERVICE BOX 2 HOLE COVE 6598687	254-5-54-20-610.000 General Supplies	134.64	57654	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/01/26	07 Jan 26 GOCO Bill 157905	254-5-54-20-505.000 Tech. Subs, Licenses	36.41	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26	admin time tracking Dec 2 467304	254-5-54-20-505.000 Tech. Subs, Licenses	16.00	57662	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/12/26	GMP Non Solar - 12/10/25- 011226NS	254-5-54-20-622.000 Electricity	261.38	57673	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	254-5-54-20-210.000 Group Insurance	102.48	57682	01/23/26
03070	MINUTEMAN PRESS	01/09/26	Utility Env Jan 2026 61316	254-5-54-20-610.000 General Supplies	115.07	57685	01/23/26
V10462	MONAGHAN SAFAR DUCHAM PL	12/31/25	legal Dec 2025 December 20A	254-5-54-20-320.000 Legal Services	627.00	57686	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	254-5-54-20-210.000 Group Insurance	1750.00	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26	06 Dec 2025 HRA Fee Alloc CINV015947	254-5-54-20-210.000 Group Insurance	9.80	57688	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26	Dental Feb 2026 011526 6197	254-5-54-20-210.000 Group Insurance	359.92	57693	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	254-5-54-20-210.000 Group Insurance	67.27	57723	01/23/26
42625	ALDRICH & ELLIOTT PC	12/31/25	WWTF Flare -11.30.25-Dece 83526	255-5-55-70-722.020 Digester Flare/Flame Arre	588.00	57630	01/23/26
14685	ALLIANCE GROUP SERV LLC	12/31/25	Customer supplied VFD&C™s 96043	255-5-55-30-570.000 Other Purchased Services	4411.48	57632	01/23/26
11375	CASELLA WASTE MANAGEMENT	01/01/26	Recycling and Trash 3788792	255-5-55-30-421.000 Grit Disposal	1487.90	57640	01/23/26
23455	CHITTENDEN SOLID WASTE DI	01/01/26	DEC25 Biosolids INV24214	255-5-55-30-568.000 Biosolids Subcontractor	10198.81	57643	01/23/26
00600	DION SECURITY INC	01/12/26	2 NEW DOORS INSTALLED- RE 102304	255-5-55-30-431.000 R&M Buildings	143.50	57651	01/23/26
40025	E J PRESCOTT INC	12/29/25	supplies 6589508	255-5-55-30-570.000 Other Purchased Services	1248.77	57654	01/23/26
V10347	EHRLICH	01/08/26	WW PEST CONTROL MAINTENAN 90371837	255-5-55-30-431.000 R&M Buildings	106.61	57655	01/23/26
V10734	ENCORE ESSEX JUNCTION SOL	12/22/25	Fixed Monthly Payment (11 2512WWTP	255-5-55-30-622.000 Electricity	2218.85	57656	01/23/26

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06870	ENDYNE INC	01/13/26 Essex Jct. WWTF TKN 563100	255-5-55-30-340.000 Technical Services	35.00	57657	01/23/26
38955	F W WEBB COMPANY	01/08/26 For boiler room 94233136	255-5-55-30-570.000 Other Purchased Services	2975.70	57661	01/23/26
38955	F W WEBB COMPANY	01/12/26 Parts 94277033	255-5-55-30-610.000 General Supplies	21.60	57661	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/01/26 07 Jan 26 GOCO Bill 157905	255-5-55-30-505.000 Tech. Subs, Licenses	145.64	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26 admin time tracking Dec 2 467304	255-5-55-30-505.000 Tech. Subs, Licenses	72.00	57662	01/23/26
19005	FIRSTLIGHT FIBER	01/01/26 Communications 21974650	255-5-55-30-530.000 Communications	545.36	57664	01/23/26
24785	GRAINGER	12/30/25 Tripp Lites 9755647634	255-5-55-30-570.000 Other Purchased Services	558.72	57669	01/23/26
24785	GRAINGER	01/13/26 PRESSURE GAUGE and Compou 9768899925	255-5-55-30-570.000 Other Purchased Services	1086.27	57669	01/23/26
80257	JANITECH LLC	01/01/26 Janitorial Services Janua INV-JT-6630	255-5-55-30-431.000 R&M Buildings	72.58	57678	01/23/26
80257	JANITECH LLC	01/01/26 Janitorial Services Janua INV-JT-6630	255-5-55-30-431.000 R&M Buildings	145.17	57678	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26 Copier Lease January 2026 573114659	255-5-55-30-442.000 Rental Vehicles/Equip	158.45	57679	01/23/26
06995	LOU'S GLOVES, INC	01/05/26 Gloves 060944	255-5-55-30-618.000 Laboratory Supplies	99.00	57681	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26 Life Ins Feb 2026 1746917	255-5-55-30-210.000 Group Insurance	256.20	57682	01/23/26
34995	MCMASTER CARR SUPPLY CO	01/15/26 Parts for Pephlo trailer 58220967	255-5-55-70-722.008 Vt Phos Challenge PePhlo	436.62	57684	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26 Health Feb 2026 22469738	255-5-55-30-210.000 Group Insurance	8601.04	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26 06 Dec 2025 HRA Fee Alloc CINV015947	255-5-55-30-210.000 Group Insurance	17.50	57688	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26 Dental Feb 2026 011526 6197	255-5-55-30-210.000 Group Insurance	358.66	57693	01/23/26
19325	OPEN APPROACH INC	12/31/25 WWTF Core Switch Replacem 28295	255-5-55-70-750.002 IT Upgrades	491.40	57696	01/23/26
03160	P & H SENESAC INC	01/06/26 POLYMER FOR DEWATERING OP 455400	255-5-55-30-568.000 Biosolids Subcontractor	4554.00	57697	01/23/26
80297	PRECISION DIGITAL CORP	01/07/26 Loop Leader 1/8 DIN Loop- 164404	255-5-55-30-570.000 Other Purchased Services	598.28	57700	01/23/26
V2093	SLACK CHEMICAL COMPANY IN	12/29/25 Bleach 15%- 496689	255-5-55-30-619.000 Chemicals	9361.50	57714	01/23/26
V2093	SLACK CHEMICAL COMPANY IN	01/05/26 Caustic 50% 496926	255-5-55-30-619.000 Chemicals	10902.00	57714	01/23/26
V2124	STAPLES ADVANTAGE	01/10/26 Supplies for office 6052638975	255-5-55-30-610.000 General Supplies	18.99	57715	01/23/26
V2124	STAPLES ADVANTAGE	01/10/26 Supplies for office 6052638976	255-5-55-30-610.000 General Supplies	21.97	57715	01/23/26
80093	VAREC BIOGAS, DIV OVIVO	12/23/25 Waste Gas Burner, Parts a 47817	255-5-55-70-722.020 Digester Flare/Flame Arre	50627.50	57720	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	255-5-55-30-210.000 Group Insurance	85.09	57723	01/23/26
07565	W B MASON CO INC	01/12/26	BLIZZARD 1 GALLON DISTILL 259327275	255-5-55-30-618.000 Laboratory Supplies	269.91	57727	01/23/26
17765	WAITE-HEINDEL ENVIRONMENT	01/05/26	Essex Jct. Biosolids Fall 18168	255-5-55-30-568.000 Biosolids Subcontractor	2749.87	57728	01/23/26
42625	ALDRICH & ELLIOTT PC	08/01/25	PS Upgrades June 29, 2025 83175	256-5-56-70-722.005 Maple/River St PS	820.00	57630	01/23/26
42625	ALDRICH & ELLIOTT PC	12/31/25	Essex Junction Pump Stati 83522	256-5-56-70-722.005 Maple/River St PS	3877.98	57630	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/01/26	07 Jan 26 GOCO Bill 157905	256-5-56-40-505.000 Tech. Subs, Licenses	36.41	57662	01/23/26
80021	FIRST NATIONAL BANK OF OM	01/09/26	admin time tracking Dec 2 467304	256-5-56-40-505.000 Tech. Subs, Licenses	16.00	57662	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	256-5-56-40-622.000 Electricity	1444.38	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	256-5-56-40-434.001 Susie Wilson PS Costs	798.63	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/08/26	12/08/25-01/07/26 -Green 010826D	256-5-56-40-434.002 West Street PS Costs	897.82	57672	01/23/26
07010	GREEN MOUNTAIN POWER CORP	01/12/26	GMP Non Solar - 12/10/25- 011226NS	256-5-56-40-622.000 Electricity	676.54	57673	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	256-5-56-40-210.000 Group Insurance	94.06	57682	01/23/26
03070	MINUTEMAN PRESS	01/09/26	Utility Env Jan 2026 61316	256-5-56-40-610.000 General Supplies	233.63	57685	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	256-5-56-40-210.000 Group Insurance	3176.70	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26	06 Dec 2025 HRA Fee Alloc CINV015947	256-5-56-40-210.000 Group Insurance	5.50	57688	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26	Dental Feb 2026 011526 6197	256-5-56-40-210.000 Group Insurance	202.15	57693	01/23/26
11555	RUSSELL RESOURCES INC	01/06/26	Impeller and check valve 256744	256-5-56-40-434.001 Susie Wilson PS Costs	5491.61	57707	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	256-5-56-40-434.002 West Street PS Costs	45.11	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	256-5-56-40-434.001 Susie Wilson PS Costs	35.78	57710	01/23/26
17505	SAND HILL SOLAR LLC KSI I	01/13/26	billing period - 12/08/25 285SH011326	256-5-56-40-622.000 Electricity	6.29	57710	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	256-5-56-40-210.000 Group Insurance	39.74	57723	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	257-5-57-50-210.000 Group Insurance	48.68	57682	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	257-5-57-50-210.000 Group Insurance	2697.96	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26	06 Dec 2025 HRA Fee Alloc CINV015947	257-5-57-50-210.000 Group Insurance	4.65	57688	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26	Dental Feb 2026 011526 6197	257-5-57-50-210.000 Group Insurance	100.81	57693	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05590	STONE ENVIRONMENTAL INC	01/14/26	Indian Brook Flow Monitor 18031	257-5-57-50-510.000 Permit/License/Registrati	454.84	57716	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	257-5-57-50-210.000 Group Insurance	18.65	57723	01/23/26
05290	ADVANCE AUTO PARTS 9820	11/19/25	Bus Needs 455253232400	259-5-30-15-610.000 General Supplies	55.34	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	12/09/25	Bus Battery 455253432467	259-5-30-15-610.000 General Supplies	404.14	57629	01/23/26
05290	ADVANCE AUTO PARTS 9820	12/10/25	Battery CREDIT 45525344246A	259-5-30-15-610.000 General Supplies	-44.00	57629	01/23/26
19815	AMAZON CAPITAL SERVICES	01/13/26	PS Building Supplies 14K61JYRC6KX	259-5-30-16-610.000 General Supplies	51.56	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/06/26	Health Safety Grant 16DF1KJ411GQ	259-5-30-15-895.000 State and Other Grant Exp	1056.51	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/14/26	RK Westford Supplies 1776CMMVPVJ6	259-5-30-15-610.000 General Supplies	148.38	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/12/26	RK Fleming Supplies 17V7LD9CKXTD	259-5-30-15-610.000 General Supplies	82.98	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/06/26	RK Fleming Supplies 17YKM3T16QVV	259-5-30-15-610.000 General Supplies	298.57	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/12/26	PS Discoverers 19RV719TLG1G	259-5-30-16-610.000 General Supplies	37.98	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/14/26	Program Supplies 19VJVDPGTTTX	259-5-30-14-610.000 General Supplies	454.95	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/09/26	RK Fleming Supplies 1GNKJH7LPFH4	259-5-30-15-610.000 General Supplies	13.98	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/14/26	RK MSP Supplies 1H6Q4VXYVC6M	259-5-30-15-610.000 General Supplies	2.55	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/09/26	Program Supplies 1HDW3WTT4QX1	259-5-30-14-610.000 General Supplies	66.23	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/10/26	Health Safety RK 1LXXWQKGCYXH	259-5-30-15-895.000 State and Other Grant Exp	604.95	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/12/26	RK Fleming Supplies 1P3VWP6RLFFV	259-5-30-15-610.000 General Supplies	14.89	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/06/26	Health Safety Grant 1PLGN9LFH3GC	259-5-30-15-895.000 State and Other Grant Exp	1249.69	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/10/26	Health Safety Grant 1PTW9RKYJ6KM	259-5-30-15-895.000 State and Other Grant Exp	745.83	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/08/26	EJRP Giving Tree 1QCWRCKCNVD	259-5-30-14-610.000 General Supplies	91.98	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/14/26	RK MSP Supplies 1RG74Y73Y6QD	259-5-30-15-610.000 General Supplies	24.96	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/13/25	Health Safety Grant 1WYKWRD9XV3L	259-5-30-15-895.000 State and Other Grant Exp	108.99	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/14/26	RK MSP Supplies 1Y44R3FWQJD7	259-5-30-15-610.000 General Supplies	158.66	57634	01/23/26
19815	AMAZON CAPITAL SERVICES	01/09/26	RK Fleming Supplies 1YDFW4QGRKWM	259-5-30-15-610.000 General Supplies	45.98	57634	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-15-610.000 General Supplies	1481.27	57638	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-15-330.000 Professional Services	1798.89	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-14-610.000 General Supplies	4121.33	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-10-505.000 Tech. Subs, Licenses	681.06	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-16-610.000 General Supplies	309.55	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-16-330.000 Professional Services	25.39	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-11-610.000 General Supplies	12.83	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-15-895.000 State and Other Grant Exp	2220.30	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-16-895.000 State and Other Grant Exp	1195.00	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-12-610.000 General Supplies	81.27	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-15-530.000 Communications	841.56	57638	01/23/26
22670	CAPITAL ONE CREDIT CARD -	01/16/26	EJRP Credit Card Dec/Jan 65080126	259-5-30-10-500.000 Training, Conf, Dues	70.00	57638	01/23/26
25120	CLICKTIME.COM	01/09/26	EJRP Timesheets Dec 467355	259-5-30-10-505.000 Tech. Subs, Licenses	1272.00	57645	01/23/26
25075	ESSEX HIGH SCHOOL STUDENT	01/12/26	Jr Hornets Basketball Pro 011226D	259-5-30-14-330.000 Professional Services	1707.00	57658	01/23/26
29190	ESSEX STING BASKETBALL CL	12/19/25	Basketball Sept-Dec 121925D	259-5-30-14-330.000 Professional Services	3175.00	57660	01/23/26
80192	Fountain of Youth Fitness	01/12/26	Lifting Spirits 1/12 011226D	259-5-30-14-330.000 Professional Services	124.00	57666	01/23/26
34895	GAUTHIER TRUCKING, INC.	01/12/26	Sr Center Dumpster 1916522	259-5-30-14-330.000 Professional Services	611.83	57667	01/23/26
08475	GREEN MOUNTAIN ELECTRIC S	12/10/25	Sr Center Lights S5624705001	259-5-30-14-610.000 General Supplies	1353.35	57671	01/23/26
80257	JANITECH LLC	01/01/26	Janitorial Services Janua INV-JT-6630	259-5-30-16-420.000 Cleaning Services	2177.50	57678	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	259-5-30-10-442.000 Rental Vehicles/Equip	165.50	57679	01/23/26
80087	KONICA MINOLTA PREMIER FI	01/11/26	Copier Lease January 2026 573114659	259-5-30-16-442.000 Rental Vehicles/Equip	149.40	57679	01/23/26
25035	LIQUID STUDIO	01/08/26	Day Camp Brochure 26102	259-5-30-17-330.000 Professional Services	500.00	57680	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	259-5-30-14-210.000 Group Insurance	36.60	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	259-5-30-15-210.000 Group Insurance	439.20	57682	01/23/26
27840	MADISON NATIONAL LIFE INS	01/15/26	Life Ins Feb 2026 1746917	259-5-30-16-210.000 Group Insurance	183.00	57682	01/23/26
80051	MADISON NATIONAL LIFE- -	01/07/26	4th QTR 2025 FICA REIMBUR WJ 1766	259-5-30-15-220.000 Social Security	38.25	57683	01/23/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	259-5-30-15-210.000 Group Insurance	10782.89	57687	01/23/26
27395	MVP HEALTH CARE INC 43118	01/10/26	Health Feb 2026 22469738	259-5-30-16-210.000 Group Insurance	5892.95	57687	01/23/26
44275	MVP SELECT CARE INC.	01/13/26	06 Dec 2025 HRA Fee Alloc CINV015947	259-5-30-15-210.000 Group Insurance	24.50	57688	01/23/26
44275	MVP SELECT CARE INC.	01/13/26	06 Dec 2025 HRA Fee Alloc CINV015947	259-5-30-16-210.000 Group Insurance	10.50	57688	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26	Dental Feb 2026 011526 6197	259-5-30-15-210.000 Group Insurance	528.18	57693	01/23/26
24960	NORTHEAST DELTA DENTAL	01/15/26	Dental Feb 2026 011526 6197	259-5-30-16-210.000 Group Insurance	262.50	57693	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/06/26	RK Westford Snack 532011	259-5-30-15-610.000 General Supplies	197.61	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/06/26	RK Founders Snack 534449	259-5-30-15-610.000 General Supplies	325.18	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/07/26	RK EES K Snack 535368	259-5-30-15-610.000 General Supplies	97.52	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/13/26	RK Westford Snack 536391	259-5-30-15-610.000 General Supplies	328.20	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/12/26	RK MSP Snack 538344	259-5-30-15-610.000 General Supplies	178.11	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/13/26	RK EES K Snack 538345	259-5-30-15-610.000 General Supplies	133.31	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/12/26	RK Snack 538346	259-5-30-15-610.000 General Supplies	270.08	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/13/26	RK Hiawatha Snack 539406	259-5-30-15-610.000 General Supplies	150.94	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/13/26	RK Founders Snack 539822	259-5-30-15-610.000 General Supplies	111.42	57698	01/23/26
29425	PERFORMANCE FOOD 24793-EJ	01/13/26	RK Fleming Snack 539899	259-5-30-15-610.000 General Supplies	475.07	57698	01/23/26
80293	PYROTECNICO FIREWORKS INC	10/07/25	FY 27 PREPAY July 4th Eve EJR070426	259-1-00-00-120.000 Prepaid Expenses	20000.00	57702	01/23/26
22025	SAINT MICHAELS COLLEGE	01/12/26	Employer Tabling 1/20 011226D	259-5-30-15-330.000 Professional Services	50.00	57709	01/23/26
10435	SCREENMYLOGO.COM	01/12/26	Jr Hornets Shirts 22004	259-5-30-14-610.000 General Supplies	622.50	57712	01/23/26
23495	STUDENT TRANSPORTATION OF	12/30/25	Vac Camp Bus 12/29-31 70333524	259-5-30-15-580.000 Travel	1081.51	57717	01/23/26
23495	STUDENT TRANSPORTATION OF	12/30/25	Vac Camp Bus 12/29-31 70333525	259-5-30-15-580.000 Travel	753.19	57717	01/23/26
14695	THE BIG BLUE TRUNK	01/08/26	RK EES 1/14 2746	259-5-30-15-330.000 Professional Services	675.00	57719	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	259-5-30-15-210.000 Group Insurance	126.75	57723	01/23/26
21230	VISION SERVICE PLAN (CT)	01/19/26	Vision Feb 2026 824482344	259-5-30-16-210.000 Group Insurance	54.14	57723	01/23/26
07565	W B MASON CO INC	01/12/26	Preschool Supplies 259337675	259-5-30-16-610.000 General Supplies	121.51	57727	01/23/26

01/23/26

City of Essex Junction Accounts Payable

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03:49 pm

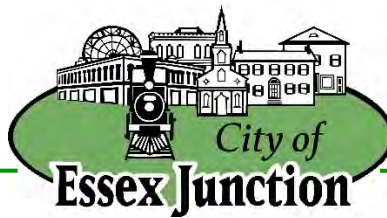
Check Warrant Report # 24104 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 01/16/26 To 01/23/26

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
40785	01/05/26	Williston Town of Bball Code of Conduct Pos	259-5-30-14-610.000	64.00	57729	01/23/26
		10520261	General Supplies			
		Report Total		496051.80		

To the Treasurer of City of Essex Junction, We Hereby certify
that there is due to the several persons whose names are
listed hereon the sum against each name and that there
are good and sufficient vouchers supporting the payments
aggregating \$ ***496,051.80
Let this be your order for the payments of these amounts.



MEMORANDUM

To: Regina Mahony, City Manager; City Council; Department Managers
CC: Tri-Town Members (Essex Town and Williston)
From: Jess Morris, Finance Director
Meeting Date: February 11, 2026
Subject: January Financial Report

The following budget vs actual report includes detail by fund for all City funds (General Fund, capital funds, enterprise funds, etc). Each report details the approved budget, year to date actuals, remaining budget amount, actual as a % of budget, and a month to date amount which is the total revenue/expenditure for the last month of the included reporting period. These reports are run through 1/31/26 therefore the year to date actuals are for the period 7/1/25-1/31/26, and the month actuals are for the month of January.

While we will continue to receive January invoices over the coming weeks, we are about 58% of the way through the fiscal year. The General Fund revenue is just over 97% of budget or \$12,081,470 and expenditures are just over 56% of budget or \$7,023,142.

The Water Fund operating revenue is just over 34% of budget or \$672,266 and operating expenditures are just over 61% of budget or \$1,207,706. The Wastewater Fund operating revenue is just over 61% of budget or \$1,956,916 and operating expenditures are just over 55% of budget or \$1,770,519. The Sanitation Fund operating revenue is just over 35% of budget or \$402,710 and operating expenditures are just over 63% of budget or \$583,366. The Stormwater Fund operating revenue is just over 43% or \$140,537, and operating expenditures are just over 43% or \$139,030.

At the end of January there were 297 delinquent utility accounts with balances totaling \$42,437. There is currently still just one property with water shut off for non-payment as a result of the September shut-off process. The next round of utility billing will happen at the end of this month, with bills scheduled to be mailed by 2/27.

The EJP Program Fund revenue is just over 47% of budget or \$2,075,191, and expenditures are just under 64% of budget or \$2,821,729.

There are several factors that contribute to revenue and expenditures seeming either higher or lower at any point during the fiscal year. Property taxes are billed in August and all revenue is recorded at that point for the entire fiscal year, and utility bills are produced tri-annually thereby recording revenue every four months rather than monthly. There are several large payments made either on a quarterly, bi-annual or annual basis for things such as insurance (property/casualty/auto/worker's comp), debt payments, and annual dues/memberships to various organizations, as well as quarterly transfers for capital and administrative allocations between funds.

Also included with the financial report are reports of the LOT Fund activity, 2 Lincoln Renovation, and Economic Development Fund activity.

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-4 Revenue					
210-4-00 General Revenues					
210-4-00-00-010.000 Property Taxes	11,405,931.00	11,257,477.04	148,453.96	98.70%	-56,640.17
210-4-00-00-020.001 PILOT Tax Agreements	17,600.00	8,800.00	8,800.00	50.00%	0.00
210-4-00-00-020.022 Rents and Royalties	0.00	4,200.00	-4,200.00	100.00%	700.00
210-4-00-00-020.054 Admin Fee - Water	199,500.00	149,625.00	49,875.00	75.00%	49,875.00
210-4-00-00-020.055 Admin Fee - WWTF	99,750.00	74,812.50	24,937.50	75.00%	24,937.50
210-4-00-00-020.056 Admin Fee - Sanitation	199,500.00	149,364.00	50,136.00	74.87%	49,614.00
210-4-00-00-020.059 Admin Fee - EJRP PF	53,155.00	39,866.25	13,288.75	75.00%	13,288.75
210-4-00-00-030.009 Cannabis Control	400.00	1,100.00	-700.00	275.00%	0.00
210-4-00-00-042.001 PILOT Revenue	14,000.00	15,717.20	-1,717.20	112.27%	0.00
210-4-00-00-042.002 Railroad Taxes	2,500.00	0.00	2,500.00	0.00%	0.00
210-4-00-00-042.004 State Act 60 Revenue	32,800.00	0.00	32,800.00	0.00%	0.00
210-4-00-00-042.005 State Act 68 Revenue	38,000.00	48,686.01	-10,686.01	128.12%	0.00
210-4-00-00-060.000 Interest Income	10,000.00	73,879.45	-63,879.45	738.79%	95.13
210-4-00-00-080.001 State District Court Fine	5,000.00	2,944.50	2,055.50	58.89%	1,216.00
210-4-00-00-085.000 Penalties	40,000.00	29,220.21	10,779.79	73.05%	0.00
210-4-00-00-086.000 Interest	8,000.00	9,852.13	-1,852.13	123.15%	1,364.10
210-4-00-00-098.000 Misc Revenue	1,500.00	9,843.34	-8,343.34	656.22%	1.50
Total General Revenues	12,127,636.00	11,875,387.63	252,248.37	97.92%	84,451.81
210-4-10 Admin Revenues					
Total Admin Revenues	0.00	0.00	0.00	0.00%	0.00
210-4-12-10 Clerk Revenue					
210-4-12-10-020.003 Use of Vault	25.00	26.00	-1.00	104.00%	3.00
210-4-12-10-020.004 Recording Fees	55,000.00	37,543.00	17,457.00	68.26%	4,496.00
210-4-12-10-020.010 Printing and Duplication	1,000.00	197.00	803.00	19.70%	32.00
210-4-12-10-020.011 Online Land Records	150.00	395.50	-245.50	263.67%	92.75
210-4-12-10-020.013 Sale of Certified Copy	1,000.00	1,060.00	-60.00	106.00%	140.00
210-4-12-10-020.023 Records Preservation	15,000.00	13,622.00	1,378.00	90.81%	1,624.00
210-4-12-10-030.001 Liquor Licenses	2,500.00	880.00	1,620.00	35.20%	625.00
210-4-12-10-030.002 Hunting and Fishing	10.00	5.00	5.00	50.00%	0.00
210-4-12-10-030.003 Marriage Licenses	250.00	390.00	-140.00	156.00%	60.00
210-4-12-10-030.004 Animal Licenses	3,000.00	988.00	2,012.00	32.93%	582.00
210-4-12-10-030.005 Green Mountain Passport	100.00	80.00	20.00	80.00%	0.00
210-4-12-10-030.006 DMV Registrations	0.00	27.00	-27.00	100.00%	0.00
Total Clerk Revenue	78,035.00	55,213.50	22,821.50	70.75%	7,654.75
210-4-14-10 Information Technology					
Total Information Technology	0.00	0.00	0.00	0.00%	0.00
210-4-16 ComDev Revenues					
210-4-16-10-020.016 Bike Locker Rental Revenu	0.00	45.00	-45.00	100.00%	0.00
210-4-16-10-030.008 License and Zoning Fees	75,000.00	14,363.13	60,636.87	19.15%	750.00
Total ComDev Revenues	75,000.00	14,408.13	60,591.87	19.21%	750.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

210-4-17 EconDev Revenues					

Total EconDev Revenues	0.00	0.00	0.00	0.00%	0.00

210-4-25 Fire Revenues					
210-4-25-10-098.000 Misc Revenue	0.00	10.00	-10.00	100.00%	0.00

Total Fire Revenues	0.00	10.00	-10.00	100.00%	0.00

210-4-30 MJRP Revenues					
210-4-30-10-020.000 Charges for Services	8,670.00	340.00	8,330.00	3.92%	0.00
210-4-30-12-091.000 Transfer btwn funds (non-	1,500.00	750.00	750.00	50.00%	0.00

Total MJRP Revenues	10,170.00	1,090.00	9,080.00	10.72%	0.00

210-4-35 Library Revenues					
210-4-35-10-040.000 Federal Grant Revenue	0.00	683.80	-683.80	100.00%	0.00
210-4-35-10-041.000 State and Other Grant Rev	0.00	350.00	-350.00	100.00%	0.00
210-4-35-10-098.000 Misc Revenue	900.00	834.55	65.45	92.73%	95.00

Total Library Revenues	900.00	1,868.35	-968.35	207.59%	95.00

210-4-40 PW Revenues					
210-4-40-12-020.017 EV Charger	0.00	1,950.12	-1,950.12	100.00%	167.70
210-4-40-12-040.834 Emerald Ash Borer	0.00	18,320.00	-18,320.00	100.00%	-18,320.00
210-4-40-12-042.006 State Aid to Highways	125,000.00	101,591.58	23,408.42	81.27%	31,555.88
210-4-40-12-098.000 Misc Revenue	2,500.00	2,171.70	328.30	86.87%	100.00

Total PW Revenues	127,500.00	124,033.40	3,466.60	97.28%	13,503.58

210-4-41 Building Revenues					
210-4-41-22-040.000 Federal Grant Revenue	0.00	5,000.00	-5,000.00	100.00%	0.00

Total Building Revenues	0.00	5,000.00	-5,000.00	100.00%	0.00

210-4-90-00 Other Sources and Uses					
210-4-90-00-050.000 Library Donation Revenue	0.00	2,553.15	-2,553.15	100.00%	0.00
210-4-90-00-640.201 Adult Collection replacem	0.00	1,143.00	-1,143.00	100.00%	179.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	763.00	-763.00	100.00%	216.00

Total Other Sources and Uses	0.00	4,459.15	-4,459.15	100.00%	395.00

Total Revenue	12,419,241.00	12,081,470.16	337,770.84	97.28%	106,850.14

Total Revenues	12,419,241.00	12,081,470.16	337,770.84	97.28%	106,850.14

210-5-10-10 Administration

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-10-10-110.000 Regular Salaries	362,725.00	210,009.02	152,715.98	57.90%	42,279.28
210-5-10-10-210.000 Group Insurance	136,610.00	66,045.27	70,564.73	48.35%	9,068.89
210-5-10-10-220.000 Social Security	27,952.00	15,888.43	12,063.57	56.84%	3,172.95
210-5-10-10-225.000 Act 76 Childcare Tax	1,206.00	620.41	585.59	51.44%	122.26
210-5-10-10-230.000 Retirement	32,789.00	18,972.67	13,816.33	57.86%	3,805.11
210-5-10-10-290.000 Other Employee Benefits	6,178.00	3,300.00	2,878.00	53.42%	0.00
210-5-10-10-320.000 Legal Services	35,500.00	5,352.00	30,148.00	15.08%	1,710.50
210-5-10-10-330.000 Professional Services	51,507.00	16,298.53	35,208.47	31.64%	290.64
210-5-10-10-340.000 Technical Services	0.00	774.42	-774.42	100.00%	0.00
210-5-10-10-442.000 Rental Vehicles/Equip	5,784.00	2,301.48	3,482.52	39.79%	165.54
210-5-10-10-500.000 Training, Conf, Dues	8,174.00	2,342.38	5,831.62	28.66%	276.08
210-5-10-10-505.000 Tech. Subs, Licenses	16,471.00	12,330.67	4,140.33	74.86%	546.14
210-5-10-10-530.000 Communications	3,348.00	3,068.63	279.37	91.66%	37.45
210-5-10-10-540.000 Advertising	20,475.00	10,002.07	10,472.93	48.85%	1,050.00
210-5-10-10-550.000 Printing and Binding	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-10-10-560.000 Postage	9,590.00	5,493.31	4,096.69	57.28%	1,379.75
210-5-10-10-580.000 Travel	2,000.00	73.57	1,926.43	3.68%	0.00
210-5-10-10-610.000 General Supplies	3,000.00	1,677.03	1,322.97	55.90%	60.62
210-5-10-10-755.000 Furniture and Fixtures	1,000.00	0.00	1,000.00	0.00%	0.00
210-5-10-10-845.000 Employee/Volunteer Recogn	6,000.00	246.10	5,753.90	4.10%	0.00
Total Administration	735,309.00	374,795.99	360,513.01	50.97%	63,965.21
210-5-11-10 Legislative					
210-5-11-10-190.000 Board Member Payments	11,800.00	3,400.00	8,400.00	28.81%	300.00
210-5-11-10-190.001 City Council Payments	12,500.00	6,250.00	6,250.00	50.00%	0.00
210-5-11-10-220.000 Social Security	956.00	478.10	477.90	50.01%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	20.60	20.40	50.24%	0.00
210-5-11-10-320.000 Legal Services	3,600.00	0.00	3,600.00	0.00%	0.00
210-5-11-10-330.000 Professtional Services	28,739.00	16,277.28	12,461.72	56.64%	259.56
210-5-11-10-500.000 Training, Conferences, Du	18,364.00	16,138.38	2,225.62	87.88%	98.00
210-5-11-10-540.000 Advertising	900.00	209.04	690.96	23.23%	0.00
210-5-11-10-580.000 Travel	250.00	0.00	250.00	0.00%	0.00
210-5-11-10-610.000 General Supplies	2,000.00	295.22	1,704.78	14.76%	11.82
210-5-11-10-831.000 Special or New Programs	20,000.00	4,247.47	15,752.53	21.24%	3,315.63
Total Legislative	99,150.00	47,316.09	51,833.91	47.72%	3,985.01
210-5-12-10 Clerk					
210-5-12-10-110.000 Regular Salaries	151,619.00	88,790.98	62,828.02	58.56%	17,387.70
210-5-12-10-120.000 Part Time Salaries	10,024.00	0.00	10,024.00	0.00%	0.00
210-5-12-10-130.000 Overtime	470.00	117.63	352.37	25.03%	0.00
210-5-12-10-210.000 Group Insurance	37,371.00	33,984.76	3,386.24	90.94%	4,593.55
210-5-12-10-220.000 Social Security	12,682.00	6,953.47	5,728.53	54.83%	1,347.73
210-5-12-10-225.000 Act 76 Childcare Tax	547.00	277.58	269.42	50.75%	53.74
210-5-12-10-230.000 Retirement	15,172.00	8,623.59	6,548.41	56.84%	1,709.89
210-5-12-10-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
210-5-12-10-330.000 Professional Services	486.00	293.44	192.56	60.38%	25.00
210-5-12-10-430.000 R&M Vehicles & Equipment	50.00	0.00	50.00	0.00%	0.00
210-5-12-10-500.000 Training Conf Dues	2,000.00	1,425.80	574.20	71.29%	50.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-12-10-505.000 Tech. Subs Licenses	4,300.00	2,184.84	2,115.16	50.81%	0.00
210-5-12-10-550.000 Printing and Binding	1,500.00	727.39	772.61	48.49%	0.00
210-5-12-10-560.000 Postage	400.00	318.10	81.90	79.53%	0.00
210-5-12-10-570.023 Records Preservation	15,000.00	14,285.36	714.64	95.24%	850.00
210-5-12-10-580.000 Travel	500.00	697.88	-197.88	139.58%	0.00
210-5-12-10-610.000 General Supplies	2,000.00	847.42	1,152.58	42.37%	235.05
210-5-12-10-820.000 Elections	14,000.00	209.10	13,790.90	1.49%	0.00
Total Clerk	268,921.00	159,737.34	109,183.66	59.40%	26,252.66
210-5-13-10 Finance					
210-5-13-10-110.000 Regular Salaries	292,962.00	166,043.71	126,918.29	56.68%	33,618.66
210-5-13-10-190.000 Board Member Payments	1,400.00	100.00	1,300.00	7.14%	0.00
210-5-13-10-210.000 Group Insurance	59,140.00	43,670.34	15,469.66	73.84%	10,632.44
210-5-13-10-220.000 Social Security	25,436.00	13,876.53	11,559.47	54.55%	2,692.40
210-5-13-10-225.000 Act 76 Childcare Tax	1,097.00	525.69	571.31	47.92%	104.46
210-5-13-10-230.000 Retirement	30,634.00	15,837.49	14,796.51	51.70%	3,200.40
210-5-13-10-250.000 Unemployment Insurance	4,608.00	3,156.25	1,451.75	68.50%	0.00
210-5-13-10-260.000 Workers Comp Insurance	39,043.00	18,903.90	20,139.10	48.42%	0.00
210-5-13-10-290.000 Other Employee Benefits	1,600.00	1,200.00	400.00	75.00%	0.00
210-5-13-10-330.000 Professional Services	14,388.00	7,550.36	6,837.64	52.48%	15.00
210-5-13-10-335.000 Audit	18,412.00	14,753.29	3,658.71	80.13%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,758.00	375.00	1,383.00	21.33%	235.00
210-5-13-10-505.000 Tech. Subs, Licenses	22,754.00	14,159.67	8,594.33	62.23%	416.00
210-5-13-10-520.000 PACIF Insurance	99,922.00	46,154.88	53,767.12	46.19%	0.00
210-5-13-10-550.000 Printing and Binding	3,883.00	2,883.51	999.49	74.26%	0.00
210-5-13-10-560.000 Postage	2,800.00	2,054.01	745.99	73.36%	0.00
210-5-13-10-580.000 Travel	1,140.00	408.30	731.70	35.82%	0.00
210-5-13-10-610.000 General Supplies	800.00	249.77	550.23	31.22%	0.00
Total Finance	621,777.00	351,902.70	269,874.30	56.60%	50,914.36
210-5-14-10 Information Technology					
210-5-14-10-330.000 Professional Services	140,016.00	80,039.20	59,976.80	57.16%	10,850.60
210-5-14-10-432.000 R&M Technology	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-14-10-505.000 Tech. Subs, Licenses	41,785.00	34,059.01	7,725.99	81.51%	7,644.20
210-5-14-10-735.000 Tech: Equip/Hardware	24,750.00	22,760.85	1,989.15	91.96%	0.00
Total Information Technology	211,551.00	136,859.06	74,691.94	64.69%	18,494.80
210-5-15-10 Assessing					
210-5-15-10-330.000 Professional Services	94,575.00	47,287.50	47,287.50	50.00%	23,643.75
210-5-15-10-505.000 Tech. Subs, Licenses	1,500.00	530.45	969.55	35.36%	0.00
Total Assessing	96,075.00	47,817.95	48,257.05	49.77%	23,643.75
210-5-16-10 Community Development					
210-5-16-10-110.000 Regular Salaries	225,773.00	131,300.56	94,472.44	58.16%	25,959.39
210-5-16-10-190.000 Board member Payments	9,600.00	4,050.00	5,550.00	42.19%	0.00
210-5-16-10-210.000 Group Insurance	59,616.00	49,719.57	9,896.43	83.40%	6,567.55

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-16-10-220.000 Social Security	18,624.00	10,650.43	7,973.57	57.19%	2,033.49
210-5-16-10-225.000 Act 76 Childcare Tax	803.00	397.77	405.23	49.54%	76.25
210-5-16-10-230.000 Retirement	19,374.00	10,989.57	8,384.43	56.72%	2,180.97
210-5-16-10-290.000 Other Employee Benefits	1,200.00	0.00	1,200.00	0.00%	0.00
210-5-16-10-320.000 Legal Services	17,000.00	13,047.12	3,952.88	76.75%	3,435.00
210-5-16-10-330.000 Professional Services	23,560.00	7,275.93	16,284.07	30.88%	1,127.65
210-5-16-10-500.000 Training, Conf, Dues	4,630.00	3,813.91	816.09	82.37%	1,600.00
210-5-16-10-505.000 Tech. Subs., Licenses	600.00	0.00	600.00	0.00%	0.00
210-5-16-10-530.000 Communications	1,080.00	0.00	1,080.00	0.00%	0.00
210-5-16-10-540.000 Advertising	2,600.00	569.92	2,030.08	21.92%	0.00
210-5-16-10-550.000 Printing and Binding	3,000.00	640.75	2,359.25	21.36%	0.00
210-5-16-10-560.000 Postage	2,350.00	0.00	2,350.00	0.00%	0.00
210-5-16-10-580.000 Travel	5,800.00	700.00	5,100.00	12.07%	100.00
210-5-16-10-610.000 General Supplies	3,000.00	260.09	2,739.91	8.67%	41.57
210-5-16-10-810.111 BWAC	10,000.00	4,412.71	5,587.29	44.13%	0.00
210-5-16-10-899.000 Matching Grant Funds	17,000.00	3,902.90	13,097.10	22.96%	0.00
Total Community Development	425,610.00	241,731.23	183,878.77	56.80%	43,121.87
210-5-17-10 Economic Development					
Total Economic Development	0.00	0.00	0.00	0.00%	0.00
210-5-18-10 Health & Human Services					
210-5-18-10-800.106 Essex Rescue	207,140.00	207,140.40	-0.40	100.00%	0.00
210-5-18-10-800.107 Essex Jct. Cemetery Assoc	20,000.00	20,000.00	0.00	100.00%	0.00
210-5-18-10-800.108 Essex Police Dept	3,008,353.00	1,504,176.50	1,504,176.50	50.00%	752,088.25
Total Health & Human Services	3,235,493.00	1,731,316.90	1,504,176.10	53.51%	752,088.25
210-5-19-10 County & Regional Functio					
210-5-19-10-800.101 CCRPC	19,712.00	14,162.00	5,550.00	71.84%	0.00
210-5-19-10-800.102 GMT	311,638.00	213,444.75	98,193.25	68.49%	71,148.25
210-5-19-10-800.103 County Tax	73,911.00	43,114.75	30,796.25	58.33%	0.00
210-5-19-10-800.104 Chamber of Commerce	995.00	995.00	0.00	100.00%	0.00
210-5-19-10-800.105 GBIC	3,750.00	3,750.00	0.00	100.00%	0.00
210-5-19-10-800.109 Winooski Valley Park Dist	33,895.00	33,895.00	0.00	100.00%	0.00
210-5-19-10-800.110 Essex Comm Historical Soc	2,000.00	2,000.00	0.00	100.00%	0.00
Total County & Regional Functio	445,901.00	311,361.50	134,539.50	69.83%	71,148.25
210-5-25-10 Fire					
210-5-25-10-120.000 Part Time Salaries	315,000.00	152,559.43	162,440.57	48.43%	20,622.47
210-5-25-10-210.000 Group Insurance	3,400.00	2,337.50	1,062.50	68.75%	0.00
210-5-25-10-220.000 Social Security	24,098.00	11,717.06	12,380.94	48.62%	1,593.02
210-5-25-10-225.000 Act 76 Childcare Tax	1,040.00	491.49	548.51	47.26%	64.47
210-5-25-10-260.000 Workers Comp Insurance	20,000.00	5,959.00	14,041.00	29.80%	0.00
210-5-25-10-290.000 Other Employee Benefits	1,000.00	648.00	352.00	64.80%	216.00
210-5-25-10-330.000 Professional Services	6,000.00	2,180.00	3,820.00	36.33%	1,422.00
210-5-25-10-430.000 R&M Vehicles & Equipment	25,000.00	19,219.97	5,780.03	76.88%	1,764.15

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-25-10-500.000 Training, Conf, Dues	7,000.00	1,223.48	5,776.52	17.48%	84.00
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	5,726.04	2,273.96	71.58%	0.00
210-5-25-10-521.000 Insurance Deductibles	0.00	1,000.00	-1,000.00	100.00%	0.00
210-5-25-10-530.000 Communications	4,500.00	360.48	4,139.52	8.01%	60.08
210-5-25-10-570.000 Other Purchased Services	11,000.00	6,245.14	4,754.86	56.77%	98.40
210-5-25-10-610.000 General Supplies	4,000.00	3,549.13	450.87	88.73%	588.64
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	24,080.00	20,920.00	53.51%	0.00
210-5-25-10-612.000 Uniforms	32,000.00	1,921.68	30,078.32	6.01%	1,432.00
210-5-25-10-613.000 Program Supplies	7,500.00	1,891.95	5,608.05	25.23%	0.00
210-5-25-10-626.000 Gasoline	6,500.00	3,017.16	3,482.84	46.42%	583.88
210-5-25-10-750.000 Machinery & Equipment	22,000.00	19,876.47	2,123.53	90.35%	2,161.92
Total Fire	543,038.00	264,003.98	279,034.02	48.62%	30,691.03
210-5-30-10 EJRP Administration					
210-5-30-10-110.000 Regular Salaries	436,934.00	263,695.91	173,238.09	60.35%	54,156.06
210-5-30-10-120.000 Part Time Salaries	0.00	1,561.69	-1,561.69	100.00%	0.00
210-5-30-10-210.000 Group Insurance	217,195.00	138,219.03	78,975.97	63.64%	15,454.92
210-5-30-10-220.000 Social Security	33,731.00	20,324.71	13,406.29	60.26%	4,449.42
210-5-30-10-225.000 Act 76 Childcare Tax	1,455.00	735.14	719.86	50.53%	157.54
210-5-30-10-230.000 Retirement	33,819.00	20,713.56	13,105.44	61.25%	4,440.36
210-5-30-10-290.000 Other Employee Benefits	2,400.00	400.00	2,000.00	16.67%	0.00
210-5-30-10-330.000 Professional Services	11,764.00	6,467.00	5,297.00	54.97%	2,450.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	1,045.80	730.20	58.89%	149.40
210-5-30-10-500.000 Training, Conf, Dues	2,873.00	1,369.00	1,504.00	47.65%	0.00
210-5-30-10-530.000 Communications	2,160.00	1,260.00	900.00	58.33%	180.00
210-5-30-10-561.000 CC Processing Fees	200.00	21.42	178.58	10.71%	0.00
210-5-30-10-610.000 General Supplies	15,000.00	5,801.69	9,198.31	38.68%	498.33
210-5-30-10-832.000 Scholarships	4,000.00	0.00	4,000.00	0.00%	0.00
210-5-30-10-850.000 Community Events & Celebr	0.00	14,184.00	-14,184.00	100.00%	0.00
210-5-30-10-910.000 Transfer to Other Funds	17,500.00	0.00	17,500.00	0.00%	0.00
Total EJRP Administration	780,807.00	475,798.95	305,008.05	60.94%	81,936.03
210-5-30-12 EJRP Parks and Facilities					
210-5-30-12-110.000 Regular Salaries	129,489.00	77,766.91	51,722.09	60.06%	15,553.38
210-5-30-12-120.000 Part Time Salaries	66,335.00	38,568.52	27,766.48	58.14%	0.00
210-5-30-12-130.000 Overtime	0.00	839.37	-839.37	100.00%	209.84
210-5-30-12-210.000 Group Insurance	64,535.00	43,853.42	20,681.58	67.95%	5,858.60
210-5-30-12-220.000 Social Security	15,082.00	8,828.21	6,253.79	58.53%	1,173.39
210-5-30-12-225.000 Act 76 Childcare Tax	651.00	351.31	299.69	53.96%	44.71
210-5-30-12-230.000 Retirement	12,484.00	7,237.42	5,246.58	57.97%	1,451.26
210-5-30-12-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
210-5-30-12-330.000 Professional Services	16,049.00	10,272.18	5,776.82	64.01%	2,388.33
210-5-30-12-431.000 R&M Buildings & Grounds	11,577.00	6,232.97	5,344.03	53.84%	0.00
210-5-30-12-441.000 Rental Land/Buildings	500.00	500.00	0.00	100.00%	0.00
210-5-30-12-442.000 Rental Vehicles/Equip	2,207.00	1,237.50	969.50	56.07%	0.00
210-5-30-12-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
210-5-30-12-505.000 Tech. Subs, Licenses	0.00	1,955.28	-1,955.28	100.00%	1,955.28
210-5-30-12-530.000 Communications	1,080.00	630.00	450.00	58.33%	90.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-30-12-610.000 General Supplies	27,681.00	15,327.76	12,353.24	55.37%	1,517.50
210-5-30-12-626.000 Gasoline	4,500.00	1,923.05	2,576.95	42.73%	160.49
Total NJRP Parks and Facilities	354,970.00	215,523.90	139,446.10	60.72%	30,402.78
210-5-30-13 Adult Programs					
210-5-30-13-530.000 Communications	0.00	211.19	-211.19	100.00%	52.46
Total Adult Programs	0.00	211.19	-211.19	100.00%	52.46
210-5-35-10 Brownell Library					
210-5-35-10-110.000 Regular Salaries	475,410.00	274,582.71	200,827.29	57.76%	54,606.22
210-5-35-10-120.000 Part Time Salaries	146,132.00	80,269.90	65,862.10	54.93%	15,690.00
210-5-35-10-190.000 Board Member Payments	2,200.00	800.00	1,400.00	36.36%	150.00
210-5-35-10-210.000 Group Insurance	188,643.00	107,409.08	81,233.92	56.94%	14,055.07
210-5-35-10-220.000 Social Security	47,904.00	27,003.11	20,900.89	56.37%	5,306.71
210-5-35-10-225.000 Act 76 Childcare Tax	2,066.00	1,105.52	960.48	53.51%	217.10
210-5-35-10-230.000 Retirement	44,755.00	25,545.66	19,209.34	57.08%	5,110.39
210-5-35-10-290.000 Other Employee Benefits	2,800.00	2,000.00	800.00	71.43%	0.00
210-5-35-10-340.000 Technical Services	3,000.00	2,194.00	806.00	73.13%	0.00
210-5-35-10-442.000 Rental Vehicles/Equip	3,936.00	2,296.00	1,640.00	58.33%	328.00
210-5-35-10-500.000 Training, Conf, Dues	6,000.00	1,978.46	4,021.54	32.97%	0.00
210-5-35-10-505.000 Tech. Subs, Licenses	14,797.00	12,193.87	2,603.13	82.41%	816.77
210-5-35-10-530.000 Communications	2,160.00	1,260.00	900.00	58.33%	180.00
210-5-35-10-540.000 Advertising	700.00	0.00	700.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,000.00	1,064.96	1,935.04	35.50%	0.00
210-5-35-10-610.000 General Supplies	11,200.00	4,419.47	6,780.53	39.46%	646.86
210-5-35-10-640.201 Adult Collection	46,000.00	24,634.49	21,365.51	53.55%	2,994.42
210-5-35-10-640.202 Juvenile Collection	25,500.00	13,582.34	11,917.66	53.26%	2,416.87
210-5-35-10-735.000 Tech: Equip/Hardware	7,000.00	143.29	6,856.71	2.05%	40.94
210-5-35-10-755.000 Furniture & Fixtures	7,000.00	3,337.73	3,662.27	47.68%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	393.19	1,606.81	19.66%	278.10
210-5-35-10-840.202 Childrens Programs	4,500.00	3,651.45	848.55	81.14%	203.53
210-5-35-10-845.000 Employee/Volunteer Recogn	1,000.00	56.76	943.24	5.68%	0.00
210-5-35-10-890.000 Federal Grant Expenditure	0.00	212.56	-212.56	100.00%	212.56
210-5-35-10-895.000 State and Other Grant Exp	0.00	350.00	-350.00	100.00%	0.00
Total Brownell Library	1,047,703.00	590,484.55	457,218.45	56.36%	103,253.54
210-5-40-12 Highways					
210-5-40-12-110.000 Regular Salaries	218,526.00	100,384.51	118,141.49	45.94%	20,365.27
210-5-40-12-120.000 Part Time Salaries	33,920.00	27,791.40	6,128.60	81.93%	4,644.15
210-5-40-12-130.000 Overtime	21,342.00	8,881.19	12,460.81	41.61%	2,669.11
210-5-40-12-190.000 Board Member Payments	3,000.00	100.00	2,900.00	3.33%	0.00
210-5-40-12-210.000 Group Insurance	124,748.00	37,733.87	87,014.13	30.25%	5,525.22
210-5-40-12-220.000 Social Security	21,341.00	10,655.97	10,685.03	49.93%	2,119.92
210-5-40-12-225.000 Act 76 Childcare Tax	921.00	395.37	525.63	42.93%	77.68
210-5-40-12-230.000 Retirement	21,732.00	11,213.81	10,518.19	51.60%	2,457.17
210-5-40-12-250.000 Unemployment Insurance	204.00	311.87	-107.87	152.88%	0.00
210-5-40-12-260.000 Workers Comp Insurance	15,663.00	7,205.00	8,458.00	46.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-40-12-290.000 Other Employee Benefits	1,600.00	0.00	1,600.00	0.00%	0.00
210-5-40-12-330.000 Professional Services	20,000.00	6,432.75	13,567.25	32.16%	0.00
210-5-40-12-400.000 Contracted Services	0.00	800.00	-800.00	100.00%	0.00
210-5-40-12-410.000 Water and Sewer Charges	3,800.00	1,166.23	2,633.77	30.69%	0.00
210-5-40-12-422.000 Snow Removal	25,000.00	5,250.00	19,750.00	21.00%	5,250.00
210-5-40-12-425.000 Trash Removal	9,500.00	6,270.96	3,229.04	66.01%	1,055.76
210-5-40-12-430.000 R&M Vehicles & Equipment	120,000.00	67,733.02	52,266.98	56.44%	13,507.64
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	4,427.47	5,572.53	44.27%	2,482.94
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	8,169.16	4,830.84	62.84%	50.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,000.00	987.80	2,012.20	32.93%	70.40
210-5-40-12-451.000 Summer Construction Servi	310,000.00	190,036.92	119,963.08	61.30%	0.00
210-5-40-12-500.000 Training, Conf, Dues	3,500.00	0.00	3,500.00	0.00%	0.00
210-5-40-12-505.000 Tech. Subs, Licenses	0.00	11,264.79	-11,264.79	100.00%	314.54
210-5-40-12-520.000 PACIF Insurance	17,264.00	7,961.08	9,302.92	46.11%	0.00
210-5-40-12-521.000 Insurance Deductibles	1,000.00	1,000.00	0.00	100.00%	0.00
210-5-40-12-530.000 Communications	5,340.00	2,252.98	3,087.02	42.19%	510.34
210-5-40-12-540.000 Advertising	500.00	0.00	500.00	0.00%	0.00
210-5-40-12-571.000 Streetscape Maintenance	25,000.00	1,192.03	23,807.97	4.77%	0.00
210-5-40-12-572.000 Traffic Control	35,000.00	7,125.31	27,874.69	20.36%	0.00
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	6,000.00	0.00%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	165,000.00	95,459.53	69,540.47	57.85%	62,749.86
210-5-40-12-605.000 Summer Construction Suppl	45,000.00	15,667.99	29,332.01	34.82%	0.00
210-5-40-12-609.000 Safety Supplies	3,000.00	400.22	2,599.78	13.34%	17.99
210-5-40-12-610.000 General Supplies	35,000.00	14,142.41	20,857.59	40.41%	2,346.25
210-5-40-12-610.200 Streetlight Supplies	20,000.00	4,161.49	15,838.51	20.81%	0.00
210-5-40-12-612.000 Uniforms	3,400.00	2,862.56	537.44	84.19%	565.93
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	1,339.90	2,860.10	31.90%	711.39
210-5-40-12-622.000 Electricity	25,000.00	7,032.16	17,967.84	28.13%	1,425.94
210-5-40-12-622.200 Streetlight Electricity	142,000.00	82,534.47	59,465.53	58.12%	13,454.74
210-5-40-12-626.000 Gasoline	50,000.00	18,866.26	31,133.74	37.73%	7,384.35
210-5-40-12-735.000 Tech: Equip/Hardware	0.00	115.87	-115.87	100.00%	115.87
210-5-40-12-750.000 Machinery & Equipment	10,000.00	2,274.00	7,726.00	22.74%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	370.80	9,629.20	3.71%	0.00
Total Highways	1,583,501.00	771,971.15	811,529.85	48.75%	149,872.46
210-5-41 Buildings					
210-5-41-20 2 Lincoln Street					
210-5-41-20-400.000 Contracted Services	6,000.00	3,549.40	2,450.60	59.16%	407.44
210-5-41-20-410.000 Water and Sewer Charges	1,700.00	312.76	1,387.24	18.40%	0.00
210-5-41-20-420.000 Cleaning Services	18,000.00	9,574.84	8,425.16	53.19%	2,439.00
210-5-41-20-425.000 Trash Removal	4,000.00	2,053.98	1,946.02	51.35%	342.33
210-5-41-20-431.000 R&M Buildings & Grounds	8,000.00	3,941.63	4,058.37	49.27%	1,813.77
210-5-41-20-505.000 Tech. Subs, Licenses	0.00	814.70	-814.70	100.00%	814.70
210-5-41-20-530.000 Communications	7,000.00	4,192.16	2,807.84	59.89%	1,045.04
210-5-41-20-610.000 General Supplies	3,500.00	986.86	2,513.14	28.20%	75.56
210-5-41-20-621.000 Natural Gas/Heating	6,000.00	1,149.42	4,850.58	19.16%	536.07
210-5-41-20-622.000 Electricity	9,000.00	7,057.05	1,942.95	78.41%	1,616.73
210-5-41-20-755.000 Furniture and Fixtures	500.00	0.00	500.00	0.00%	0.00
Total 2 Lincoln Street	63,700.00	33,632.80	30,067.20	52.80%	9,090.64

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
210-5-41-21 Brownell Library					
210-5-41-21-400.000 Contracted Services	6,350.00	5,866.74	483.26	92.39%	84.95
210-5-41-21-410.000 Water and Sewer Charges	650.00	273.98	376.02	42.15%	-228.65
210-5-41-21-420.000 Cleaning Services	42,000.00	21,836.00	20,164.00	51.99%	1,539.00
210-5-41-21-431.000 R&M Buildings & Grounds	21,650.00	22,211.44	-561.44	102.59%	284.00
210-5-41-21-530.000 Communications	4,470.00	2,441.02	2,028.98	54.61%	685.89
210-5-41-21-610.000 General Supplies	1,500.00	1,320.18	179.82	88.01%	90.06
210-5-41-21-621.000 Natural Gas/Heating	7,200.00	2,352.99	4,847.01	32.68%	1,310.52
210-5-41-21-622.000 Electricity	16,800.00	9,693.09	7,106.91	57.70%	1,609.43
Total Brownell Library	100,620.00	65,995.44	34,624.56	65.59%	5,375.20
210-5-41-22 Fire Station					
210-5-41-22-400.000 Contracted Services	850.00	2,241.09	-1,391.09	263.66%	239.00
210-5-41-22-410.000 Water and Sewer Charges	600.00	756.17	-156.17	126.03%	228.65
210-5-41-22-420.000 Cleaning Services	250.00	0.00	250.00	0.00%	0.00
210-5-41-22-431.000 R&M Buildings & Grounds	8,500.00	1,361.30	7,138.70	16.02%	0.00
210-5-41-22-530.000 Communications	2,000.00	565.99	1,434.01	28.30%	130.58
210-5-41-22-610.000 General Supplies	1,500.00	541.55	958.45	36.10%	0.00
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	1,462.38	3,537.62	29.25%	882.34
210-5-41-22-622.000 Electricity	8,250.00	7,057.04	1,192.96	85.54%	1,616.71
Total Fire Station	26,950.00	13,985.52	12,964.48	51.89%	3,097.28
210-5-41-23 Park Street School					
210-5-41-23-400.000 Contracted Services	2,000.00	6,393.17	-4,393.17	319.66%	0.00
210-5-41-23-410.000 Water and Sewer Charges	1,500.00	394.47	1,105.53	26.30%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	18,318.31	-3,318.31	122.12%	0.00
210-5-41-23-530.000 Communications	2,500.00	1,553.57	946.43	62.14%	387.38
210-5-41-23-621.000 Natural Gas/Heating	3,900.00	1,159.56	2,740.44	29.73%	502.87
210-5-41-23-622.000 Electricity	5,900.00	2,203.27	3,696.73	37.34%	404.78
Total Park Street School	30,800.00	30,022.35	777.65	97.48%	1,295.03
210-5-41-26 Maple St. Park and Pool					
210-5-41-26-400.000 Contracted Services	6,500.00	2,913.00	3,587.00	44.82%	0.00
210-5-41-26-410.000 Water and Sewer Charges	8,750.00	5,164.58	3,585.42	59.02%	0.00
210-5-41-26-420.000 Cleaning Services	35,000.00	23,216.17	11,783.83	66.33%	2,395.25
210-5-41-26-425.000 Trash Removal	4,900.00	3,618.58	1,281.42	73.85%	519.46
210-5-41-26-530.000 Communications	4,000.00	2,251.14	1,748.86	56.28%	560.76
210-5-41-26-610.000 General Supplies	6,500.00	21.43	6,478.57	0.33%	0.00
210-5-41-26-621.000 Natural Gas/Heating	7,000.00	2,302.25	4,697.75	32.89%	1,045.98
210-5-41-26-622.000 Electricity	38,000.00	24,515.04	13,484.96	64.51%	2,286.60
210-5-41-26-920.000 Transfer btwn Funds (Capi	30,000.00	0.00	30,000.00	0.00%	0.00
Total Maple St. Park and Pool	140,650.00	64,002.19	76,647.81	45.50%	6,808.05
210-5-41-27-431.000 R&M Buildings & Grounds	0.00	4,425.61	-4,425.61	100.00%	0.00
Total Buildings	362,720.00	212,063.91	150,656.09	58.46%	25,666.20

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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
GENERAL FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date

210-5-90-00 Transfers and Misc.					
210-5-90-00-640.201 Adult Collection replacem	0.00	805.50	-805.50	100.00%	177.24
210-5-90-00-910.000 Transfer btwn Funds	7,811.00	1,104.71	6,706.29	14.14%	0.00
210-5-90-00-920.000 Transfer btwn funds (capi	1,107,959.00	830,969.25	276,989.75	75.00%	276,989.75
210-5-90-00-922.000 Contribution to FB/Reserv	5,000.00	0.00	5,000.00	0.00%	0.00
210-5-90-00-922.001 General Reserves	110,000.00	0.00	110,000.00	0.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	9,255.74	-9,255.74	100.00%	702.01

Total Transfers and Misc.	1,230,770.00	842,135.20	388,634.80	68.42%	277,869.00

210-5-95-00 Debt Service					
210-5-95-00-900.000 Transfer Between Town/Cit	188,738.00	94,369.00	94,369.00	50.00%	47,184.50
210-5-95-00-950.903 Capital Imp Principal	135,135.00	135,300.00	-165.00	100.12%	0.00
210-5-95-00-955.903 Capital Imp Interest	52,070.00	18,441.39	33,628.61	35.42%	0.00

Total Debt Service	375,943.00	248,110.39	127,832.61	66.00%	47,184.50

Total Expenditures	12,419,239.00	7,023,141.98	5,396,097.02	56.55%	1,800,542.16

Total GENERAL FUND	2.00	5,058,328.18	-5,058,330.18		-1,693,692.02
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City of Essex Junction General Ledger
 Current Yr Pd: 7 Year Budget Status Report
 ECONOMIC DEVELOPMENT FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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220-4-00-00-010.000 Property Taxes	112,000.00	113,280.34	-1,280.34	101.14%	56,640.17
220-4-00-00-060.000 Interest Income	0.00	14,046.78	-14,046.78	100.00%	0.00
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Total Revenues	112,000.00	127,327.12	-15,327.12	113.68%	56,640.17
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220-5-00-00-720.002 1 Main; Road Res-Q	0.00	3,585.00	-3,585.00	100.00%	0.00
220-5-00-00-890.836 Train Station	450,000.00	5,962.50	444,037.50	1.33%	0.00
220-5-00-00-899.000 Matching Grant Funds	450,000.00	0.00	450,000.00	0.00%	0.00
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Total Expenditures	900,000.00	9,547.50	890,452.50	1.06%	0.00
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Total ECONOMIC DEVELOPMENT FUND	-788,000.00	117,779.62	670,220.38	-14.95%	56,640.17
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City of Essex Junction General Ledger
 Current Yr Pd: 7 Year Budget Status Report
 MEMORIAL PARK FUND

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jmorris

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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221-4-00-00-060.000 Interest Income	0.00	63.15	-63.15	100.00%	0.00
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Total Revenues	0.00	63.15	-63.15	100.00%	0.00
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221-5-00-00-431.000 R&M Buildings & Grounds	0.00	3,361.42	-3,361.42	100.00%	0.00
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Total Expenditures	0.00	3,361.42	-3,361.42	100.00%	0.00
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Total MEMORIAL PARK FUND	0.00	-3,298.27	3,298.27	-100.00%	0.00
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10:34 am

Current Yr Pd: 7 Year Budget Status Report

jmorris

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Revenues	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00	0.00%	0.00
Total ARPA FUNDS	0.00	0.00	0.00	0.00%	0.00

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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
LOCAL OPTION TAX

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Account			Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
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224-4-00-00-015.000 LOT Revenue	900,000.00	300,296.44	599,703.56	33.37%	0.00
224-4-00-00-060.000 Interest Income	0.00	12,169.00	-12,169.00	100.00%	0.00
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Total Revenues	900,000.00	312,465.44	587,534.56	34.72%	0.00
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224-5-00-00-330.000 Professional Services	0.00	13,100.00	-13,100.00	100.00%	4,800.00
224-5-00-00-570.000 Other Purchased Services	0.00	175.00	-175.00	100.00%	0.00
224-5-00-00-920.000 Transfer to Capital	800,000.00	600,000.00	200,000.00	75.00%	200,000.00
224-5-40-12-573.000 Sidewalk Improve/Repairs	225,000.00	10,661.50	214,338.50	4.74%	6,405.50
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Total Expenditures	1,025,000.00	623,936.50	401,063.50	60.87%	211,205.50
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Total LOCAL OPTION TAX	-125,000.00	-311,471.06	436,471.06	249.18%	-211,205.50
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Account	Budget	Actual	Budget Balance % of Budget	Pd to Date

230-4-00-00 Revenue				
230-4-00-00-055.000 Contributions/Assessments	16,236.00	0.00	16,236.00 0.00%	0.00
230-4-00-00-060.000 Interest Income	0.00	27,739.20	-27,739.20 100.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,443,218.00	1,082,413.50	360,804.50 75.00%	360,804.50

Total Revenue	1,459,454.00	1,110,152.70	349,301.30 76.07%	360,804.50

230-4-16-10-040.824 Cres. Connector	0.00	40,769.74	-40,769.74 100.00%	40,769.74

Total Revenues	1,459,454.00	1,150,922.44	308,531.56 78.86%	401,574.24

230-5-16-10-890.824 Cres. Connector	0.00	116,716.52	-116,716.52 100.00%	79,897.99
230-5-40-10-720.002 Iroquois Ave Road and Wat	0.00	1,461,984.31	-1,461,984.31 100.00%	0.00
230-5-40-13-720.003 SW & Road West St to Susi	1,218,188.00	9,792.00	1,208,396.00 0.80%	9,792.00
230-5-41-25-730.000 Public Works Facility	0.00	5,983.25	-5,983.25 100.00%	1,802.50

Total Expenditures	1,218,188.00	1,594,476.08	-376,288.08 130.89%	91,492.49

Total GEN FUND CAP RESERVE	241,266.00	-443,553.64	202,287.64 -183.84%	310,081.75
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City of Essex Junction General Ledger
 Current Yr Pd: 7 Year Budget Status Report
 ROLLING STOCK FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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231-4-00-00-020.024 Vac Truck Rental	0.00	377.02	-377.02	100.00%	0.00
231-4-00-00-060.000 Interest Income	0.00	11,747.73	-11,747.73	100.00%	0.00
231-4-00-00-092.000 Transfer to Capital	300,638.00	225,478.50	75,159.50	75.00%	75,159.50
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Total Revenues	300,638.00	237,603.25	63,034.75	79.03%	75,159.50
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231-5-25-10-751.007 Fire Command Vehicle	70,000.00	0.00	70,000.00	0.00%	0.00
231-5-40-12-751.001 Dump Truck #34	275,000.00	0.00	275,000.00	0.00%	0.00
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Total Expenditures	345,000.00	0.00	345,000.00	0.00%	0.00
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Total ROLLING STOCK FUND	-44,362.00	237,603.25	-193,241.25	-535.60%	75,159.50
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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
BUILDING MAINT FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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232-4-00-00-060.000 Interest Income	0.00	14,753.31	-14,753.31	100.00%	0.00
232-4-00-00-092.000 Transfer to Capital	50,000.00	37,500.00	12,500.00	75.00%	12,500.00
232-4-00-00-098.000 Misc Revenue	0.00	1,000.00	-1,000.00	100.00%	0.00
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Total Revenues	50,000.00	53,253.31	-3,253.31	106.51%	12,500.00
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232-5-41-20-730.000 Buildings & Improvements	0.00	-1,100.00	1,100.00	100.00%	0.00
232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	538,961.62	-538,961.62	100.00%	6,806.88
232-5-41-21-730.001 Roof	0.00	4,495.00	-4,495.00	100.00%	0.00
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Total Expenditures	0.00	542,356.62	-542,356.62	100.00%	6,806.88
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Total BUILDING MAINT FUND	50,000.00	-489,103.31	439,103.31	-978.21%	5,693.12
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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
EJRP CAP RESERVE

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Account	Budget		Budget		Pd to Date
	Budget	Actual	Balance	% of Budget	
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233-4-00-00-060.000 Interest Income	0.00	1,016.11	-1,016.11	100.00%	0.00
233-4-00-00-092.000 Transfer to Capital	114,103.00	85,577.25	28,525.75	75.00%	28,525.75
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Total Revenues	114,103.00	86,593.36	27,509.64	75.89%	28,525.75
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233-5-00-00-730.002 Buildings & Facilities	55,000.00	0.00	55,000.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	12,000.00	0.00	100.00%	0.00
233-5-00-00-740.002 Resurfacing	22,254.00	17,200.00	5,054.00	77.29%	0.00
233-5-00-00-740.005 Park Amenities	0.00	3,577.50	-3,577.50	100.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	24,849.00	0.00	24,849.00	0.00%	0.00
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Total Expenditures	114,103.00	32,777.50	81,325.50	28.73%	0.00
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Total EJRP CAP RESERVE	0.00	53,815.86	-53,815.86	-100.00%	28,525.75
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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
LAND ACQUISITION FUND

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jmorris

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date

Total Revenues	0.00	0.00	0.00	0.00%	0.00

Total LAND ACQUISITION FUND	0.00	0.00	0.00	0.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
254-4-54-20 Water Revenues					
254-4-54-20-021.000 Water User Fees	1,746,995.00	553,452.34	1,193,542.66	31.68%	-14.80
254-4-54-20-021.001 Water Large User Fees	206,773.00	94,237.42	112,535.58	45.58%	0.00
254-4-54-20-024.000 Utility Connection Fees	3,000.00	1,200.00	1,800.00	40.00%	0.00
254-4-54-20-060.000 Interest Income	1,000.00	17,938.32	-16,938.32	1,793.83%	0.00
254-4-54-20-085.000 Penalties	5,000.00	5,438.30	-438.30	108.77%	0.00
254-4-54-20-098.000 Misc Revenue	150.00	0.00	150.00	0.00%	0.00
Total Water Revenues	1,962,918.00	672,266.38	1,290,651.62	34.25%	-14.80
254-4-54-70 Nonoperating Revenues					
254-4-54-70-021.400 Water Passthrough - Globa	0.00	1,726,908.83	-1,726,908.83	100.00%	0.00
254-4-54-70-092.000 Transfer to Capital	560,000.00	420,000.00	140,000.00	75.00%	140,000.00
Total Nonoperating Revenues	560,000.00	2,146,908.83	-1,586,908.83	383.38%	140,000.00
Total Revenues	2,522,918.00	2,819,175.21	-296,257.21	111.74%	139,985.20
254-5-54-20 Operating Expenses					
254-5-54-20-110.000 Regular Salaries	188,406.00	128,511.25	59,894.75	68.21%	20,788.89
254-5-54-20-130.000 Overtime	24,069.00	9,179.72	14,889.28	38.14%	1,787.63
254-5-54-20-210.000 Group Insurance	105,600.00	63,538.08	42,061.92	60.17%	3,524.19
254-5-54-20-220.000 Social Security	16,476.00	8,080.63	8,395.37	49.04%	1,779.31
254-5-54-20-225.000 Act 76 Childcare Tax	711.00	302.33	408.67	42.52%	67.33
254-5-54-20-230.000 Retirement	19,806.00	12,977.87	6,828.13	65.52%	2,147.98
254-5-54-20-250.000 Unemployment Insurance	180.00	122.08	57.92	67.82%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,913.00	2,412.16	5,500.84	30.48%	0.00
254-5-54-20-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
254-5-54-20-320.000 Legal Services	0.00	627.00	-627.00	100.00%	627.00
254-5-54-20-330.000 Professional Services	3,121.00	1,352.25	1,768.75	43.33%	1,121.00
254-5-54-20-335.000 Audit	6,706.00	7,376.65	-670.65	110.00%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	57.88	142.12	28.94%	0.00
254-5-54-20-411.000 CWD Water Purchase	738,826.00	350,076.28	388,749.72	47.38%	50,706.57
254-5-54-20-430.000 R&M Vehicles & Equipment	7,000.00	1,643.55	5,356.45	23.48%	344.98
254-5-54-20-431.000 R&M Buildings & Grounds	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	34,979.23	-9,979.23	139.92%	8,644.79
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	150.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	199,500.00	149,625.00	49,875.00	75.00%	49,875.00
254-5-54-20-500.000 Training, Conf, Dues	2,500.00	176.00	2,324.00	7.04%	0.00
254-5-54-20-505.000 Tech. Subs, Licenses	2,609.00	4,280.00	-1,671.00	164.05%	52.41
254-5-54-20-520.000 PACIF Insurance	7,216.00	3,329.98	3,886.02	46.15%	0.00
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
254-5-54-20-530.000 Communications	3,580.00	764.62	2,815.38	21.36%	104.96
254-5-54-20-550.000 Printing and Binding	2,500.00	0.00	2,500.00	0.00%	0.00
254-5-54-20-560.000 Postage	3,800.00	1,107.84	2,692.16	29.15%	0.00
254-5-54-20-609.000 Safety Supplies	3,000.00	0.00	3,000.00	0.00%	0.00
254-5-54-20-610.000 General Supplies	7,000.00	3,259.99	3,740.01	46.57%	311.33
254-5-54-20-612.000 Uniforms	1,350.00	779.52	570.48	57.74%	0.00
254-5-54-20-614.000 Meters and Parts	6,000.00	17.51	5,982.49	0.29%	0.00

WATER FUND

Account			Budget		
	Budget	Actual	Balance	% of Budget	Pd to Date
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254-5-54-20-621.000 Natural Gas/Heating	3,500.00	1,148.56	2,351.44	32.82%	589.76
254-5-54-20-622.000 Electricity	1,400.00	858.38	541.62	61.31%	261.38
254-5-54-20-626.000 Gasoline	3,000.00	1,121.63	1,878.37	37.39%	134.85
254-5-54-20-735.000 Tech: Equip/Hardware	2,000.00	0.00	2,000.00	0.00%	0.00
254-5-54-20-750.000 Machinery & Equipment	7,000.00	0.00	7,000.00	0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	560,000.00	420,000.00	140,000.00	75.00%	140,000.00
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Total Operating Expenses	1,962,919.00	1,207,705.99	755,213.01	61.53%	282,869.36
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254-5-54-70 NonOperating Expenses					
254-5-54-70-411.400 CWD Water Purchase - Glob	0.00	1,726,908.83	-1,726,908.83	100.00%	280,510.04
254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	0.00	4,238.50	-4,238.50	100.00%	462.50
254-5-54-70-723.004 Main St Water Line	0.00	1,900.00	-1,900.00	100.00%	0.00
254-5-54-70-723.006 Service Line Inventoy	0.00	1,995.23	-1,995.23	100.00%	0.00
254-5-54-70-723.007 SW & Road West St to Susi	14,223.00	0.00	14,223.00	0.00%	0.00
254-5-54-70-723.008 Waterline 235 Pearl to Su	528,354.00	0.00	528,354.00	0.00%	0.00
254-5-54-70-750.001 Meter Replacement Program	10,584.00	2,984.25	7,599.75	28.20%	0.00
254-5-54-70-750.002 New/Replacement Valves	50,000.00	0.00	50,000.00	0.00%	0.00
254-5-54-70-955.000 Bond Interest Expense	0.00	59,907.60	-59,907.60	100.00%	0.00
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Total NonOperating Expenses	603,161.00	1,797,934.41	-1,194,773.41	298.09%	280,972.54
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Total Expenditures	2,566,080.00	3,005,640.40	-439,560.40	117.13%	563,841.90
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Total WATER FUND	-43,162.00	-186,465.19	229,627.19	432.01%	-423,856.70
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-4-55-30 Operating Revenue					
255-4-55-30-022.000 Sewer User Fees	1,243,935.00	393,519.14	850,415.86	31.64%	0.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	97,813.43	-42,813.43	177.84%	18,218.50
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	720.15	279.85	72.02%	58.52
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	824,018.00	618,013.50	206,004.50	75.00%	206,004.50
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	1,009,743.00	757,307.25	252,435.75	75.00%	252,435.75
255-4-55-30-025.003 Tri-Town: Septage	25,000.00	0.00	25,000.00	0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	100.00	0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	37,044.00	27,783.00	9,261.00	75.00%	9,783.00
255-4-55-30-060.000 Interest Income	0.00	46,955.67	-46,955.67	100.00%	0.00
255-4-55-30-085.000 Penalties	3,500.00	3,779.32	-279.32	107.98%	0.00
255-4-55-30-098.000 Misc Revenue	0.00	11,025.00	-11,025.00	100.00%	0.00
Total Operating Revenue	3,199,340.00	1,956,916.46	1,242,423.54	61.17%	486,500.27
255-4-55-70 Nonoperating Revenues					
255-4-55-70-041.000 State and Other Grant Rev	0.00	4,791.59	-4,791.59	100.00%	4,791.59
255-4-55-70-042.008 Essex Debt Payment	0.00	287,302.09	-287,302.09	100.00%	0.00
255-4-55-70-042.009 Williston Debt Payment	0.00	295,137.60	-295,137.60	100.00%	0.00
255-4-55-70-042.010 Essex Jct. Debt Payment	0.00	279,466.58	-279,466.58	100.00%	0.00
255-4-55-70-092.000 Transfer to Capital	480,000.00	360,000.00	120,000.00	75.00%	120,000.00
Total Nonoperating Revenues	480,000.00	1,226,697.86	-746,697.86	255.56%	124,791.59
Total Revenues	3,679,340.00	3,183,614.32	495,725.68	86.53%	611,291.86
255-5-55-30 Operating Expenses					
255-5-55-30-110.000 Regular Salaries	530,187.00	282,213.02	247,973.98	53.23%	58,104.69
255-5-55-30-120.000 Part Time Salaries	8,880.00	3,404.00	5,476.00	38.33%	0.00
255-5-55-30-130.000 Overtime	49,944.00	27,035.70	22,908.30	54.13%	4,005.50
255-5-55-30-210.000 Group Insurance	176,434.00	69,779.64	106,654.36	39.55%	9,246.07
255-5-55-30-220.000 Social Security	47,742.00	25,042.93	22,699.07	52.45%	4,837.59
255-5-55-30-225.000 Act 76 Childcare Tax	2,059.00	936.50	1,122.50	45.48%	180.38
255-5-55-30-230.000 Retirement	52,849.00	28,255.61	24,593.39	53.46%	5,752.60
255-5-55-30-250.000 Unemployment Insurance	534.00	561.65	-27.65	105.18%	0.00
255-5-55-30-260.000 Workers Comp Insurance	25,152.00	7,064.18	18,087.82	28.09%	0.00
255-5-55-30-290.000 Other Employee Benefits	3,600.00	2,400.00	1,200.00	66.67%	0.00
255-5-55-30-320.000 Legal Services	3,000.00	112.50	2,887.50	3.75%	0.00
255-5-55-30-330.000 Professional Services	7,000.00	2,087.50	4,912.50	29.82%	0.00
255-5-55-30-335.000 Audit	6,353.00	6,988.33	-635.33	110.00%	0.00
255-5-55-30-340.000 Technical Services	15,750.00	9,969.46	5,780.54	63.30%	300.00
255-5-55-30-410.000 Water and Sewer Charges	3,605.00	2,901.28	703.72	80.48%	0.00
255-5-55-30-415.000 Stormwater Charges	4,088.00	724.40	3,363.60	17.72%	0.00
255-5-55-30-421.000 Grit Disposal	18,000.00	8,376.30	9,623.70	46.54%	1,487.90
255-5-55-30-430.000 R&M Vehicles & Equipment	1,500.00	111.15	1,388.85	7.41%	0.00
255-5-55-30-431.000 R&M Buildings	45,702.00	46,344.69	-642.69	101.41%	3,641.29
255-5-55-30-435.000 COGEN	35,000.00	37,511.66	-2,511.66	107.18%	545.75
255-5-55-30-442.000 Rental Vehicles/Equip	3,400.00	1,109.15	2,290.85	32.62%	158.45
255-5-55-30-491.000 Administrative Fees	99,750.00	74,812.50	24,937.50	75.00%	24,937.50

WASTEWATER FUND

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
255-5-55-30-500.000 Training, Conf, Dues	8,800.00	1,465.28	7,334.72	16.65%	52.20
255-5-55-30-505.000 Tech. Subs, Licenses	11,783.00	4,105.79	7,677.21	34.85%	267.64
255-5-55-30-510.000 Permits, Licenses, Reg	12,105.00	1,997.00	10,108.00	16.50%	0.00
255-5-55-30-520.000 PACIF Insurance	42,427.00	19,625.48	22,801.52	46.26%	0.00
255-5-55-30-530.000 Communications	17,500.00	7,079.29	10,420.71	40.45%	997.70
255-5-55-30-540.000 Advertising	1,350.00	0.00	1,350.00	0.00%	0.00
255-5-55-30-567.000 Biosolids Land Applicatio	235,000.00	115,246.36	119,753.64	49.04%	109,746.36
255-5-55-30-568.000 Biosolids Subcontractor	310,046.00	112,905.08	197,140.92	36.42%	24,718.47
255-5-55-30-570.000 Other Purchased Services	150,000.00	105,221.27	44,778.73	70.15%	21,793.03
255-5-55-30-609.000 Safety Supplies	3,000.00	6,599.75	-3,599.75	219.99%	0.00
255-5-55-30-610.000 General Supplies	8,500.00	7,359.12	1,140.88	86.58%	62.56
255-5-55-30-611.000 Small Tools & Equipment	5,000.00	1,848.87	3,151.13	36.98%	397.95
255-5-55-30-612.000 Uniforms	7,050.00	2,374.75	4,675.25	33.68%	0.00
255-5-55-30-618.000 Laboratory Supplies	28,000.00	7,494.31	20,505.69	26.77%	1,907.40
255-5-55-30-619.000 Chemicals	525,000.00	251,631.61	273,368.39	47.93%	34,356.88
255-5-55-30-621.000 Natural Gas/Heating	21,000.00	10,537.60	10,462.40	50.18%	3,229.69
255-5-55-30-622.000 Electricity	170,000.00	93,262.00	76,738.00	54.86%	16,857.96
255-5-55-30-626.000 Gasoline	2,000.00	4,124.60	-2,124.60	206.23%	116.48
255-5-55-30-735.000 Tech: Equip/Hardware	18,750.00	19,149.00	-399.00	102.13%	0.00
255-5-55-30-910.000 Transfer btwn funds (non-	1,500.00	750.00	750.00	50.00%	0.00
255-5-55-30-920.000 Transfer btwn funds (capi	480,000.00	360,000.00	120,000.00	75.00%	120,000.00
Total Operating Expenses	3,199,340.00	1,770,519.31	1,428,820.69	55.34%	447,702.04
255-5-55-70 Nonoperating Expenses					
255-5-55-70-722.008 Vt Phos Challenge PePhlo	0.00	14,615.56	-14,615.56	100.00%	498.11
255-5-55-70-722.013 Cogen	55,000.00	0.00	55,000.00	0.00%	0.00
255-5-55-70-722.020 Digester Flare/Flame Arre	50,000.00	61,211.50	-11,211.50	122.42%	51,215.50
255-5-55-70-722.021 Aeration Header Replaceme	25,000.00	18,229.47	6,770.53	72.92%	0.00
255-5-55-70-722.022 Process Monitoring Upgrad	48,000.00	2,132.59	45,867.41	4.44%	0.00
255-5-55-70-722.024 Dewatering VFDS	60,000.00	48,787.24	11,212.76	81.31%	0.00
255-5-55-70-722.025 WAS Pump Replacements	35,000.00	0.00	35,000.00	0.00%	0.00
255-5-55-70-722.026 SHT #1 Mixer	40,000.00	36,326.90	3,673.10	90.82%	0.00
255-5-55-70-730.005 HVAC Upgrades	25,000.00	16,972.00	8,028.00	67.89%	0.00
255-5-55-70-730.006 Building Exterior Doors	-16,000.00	0.00	-16,000.00	0.00%	0.00
255-5-55-70-750.002 IT Upgrades	16,483.00	16,383.50	99.50	99.40%	491.40
255-5-55-70-955.001 ARRA Loan-AR1-004 Admin	0.00	351.53	-351.53	100.00%	0.00
255-5-55-70-955.002 RZEDB Interest	0.00	16,455.69	-16,455.69	100.00%	0.00
255-5-55-70-955.003 CWSRF RF1-148 Admin Fee	0.00	154,720.39	-154,720.39	100.00%	0.00
Total Nonoperating Expenses	338,483.00	386,186.37	-47,703.37	114.09%	52,205.01
Total Expenditures	3,537,823.00	2,156,705.68	1,381,117.32	60.96%	499,907.05
Total WASTEWATER FUND	141,517.00	1,026,908.64	-1,168,425.64	725.64%	111,384.81

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
256-4-56-40 Operating Revenues					
256-4-56-40-023.000 Sanitation User Fees	1,006,390.00	322,993.25	683,396.75	32.09%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	30,365.00	13,433.49	16,931.51	44.24%	6,936.67
256-4-56-40-023.002 Two party agreement	67,022.00	0.00	67,022.00	0.00%	0.00
256-4-56-40-024.000 Utility Connection Fees	30,000.00	1,509.90	28,490.10	5.03%	0.00
256-4-56-40-026.000 Allocation Fees	0.00	16,998.40	-16,998.40	100.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	36,753.87	-31,753.87	735.08%	0.00
256-4-56-40-085.000 Penalties	3,000.00	3,079.84	-79.84	102.66%	0.00
256-4-56-40-098.000 Misc Revenue	0.00	7,941.63	-7,941.63	100.00%	0.00
Total Operating Revenues	1,141,777.00	402,710.38	739,066.62	35.27%	6,936.67
256-4-56-70 Nonoperating Revenues					
256-4-56-70-092.000 Transfer to Capital	222,000.00	166,500.00	55,500.00	75.00%	55,500.00
Total Nonoperating Revenues	222,000.00	166,500.00	55,500.00	75.00%	55,500.00
Total Revenues	1,363,777.00	569,210.38	794,566.62	41.74%	62,436.67
256-5-56-40 Operating Expenses					
256-5-56-40-110.000 Regular Salaries	174,975.00	99,097.57	75,877.43	56.64%	19,298.42
256-5-56-40-130.000 Overtime	24,246.00	14,493.53	9,752.47	59.78%	5,811.52
256-5-56-40-210.000 Group Insurance	63,587.00	38,722.64	24,864.36	60.90%	4,520.94
256-5-56-40-220.000 Social Security	16,197.00	9,083.54	7,113.46	56.08%	1,962.33
256-5-56-40-225.000 Act 76 Childcare Tax	699.00	339.03	359.97	48.50%	73.11
256-5-56-40-230.000 Retirement	19,618.00	10,623.48	8,994.52	54.15%	2,231.52
256-5-56-40-250.000 Unemployment Insurance	180.00	115.38	64.62	64.10%	0.00
256-5-56-40-260.000 Workers Comp Insurance	8,419.00	2,287.72	6,131.28	27.17%	0.00
256-5-56-40-290.000 Other Employee Benefits	800.00	0.00	800.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	6,242.00	5,320.75	921.25	85.24%	185.00
256-5-56-40-335.000 Audit	3,529.00	3,881.73	-352.73	110.00%	0.00
256-5-56-40-340.000 Technical Services	14,500.00	3,920.00	10,580.00	27.03%	560.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	164.98	335.02	33.00%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	2,000.00	5,268.66	-3,268.66	263.43%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	6,000.00	0.00	6,000.00	0.00%	0.00
256-5-56-40-433.000 R&M Infrastructure	15,000.00	0.00	15,000.00	0.00%	0.00
256-5-56-40-434.000 R&M Pump Stations	22,500.00	5,110.65	17,389.35	22.71%	178.44
256-5-56-40-434.001 Susie Wilson PS Costs	14,000.00	10,501.62	3,498.38	75.01%	6,427.74
256-5-56-40-434.002 West Street PS Costs	12,000.00	5,882.68	6,117.32	49.02%	1,046.34
256-5-56-40-441.000 Rental Land/Buildings	2,048.00	2,562.17	-514.17	125.11%	0.00
256-5-56-40-491.000 Administrative Fees	235,500.00	177,147.00	58,353.00	75.22%	59,397.00
256-5-56-40-500.000 Training, Conf, Dues	2,000.00	0.00	2,000.00	0.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	1,726.00	4,748.47	-3,022.47	275.11%	52.41
256-5-56-40-520.000 PACIF Insurance	3,402.00	1,586.32	1,815.68	46.63%	0.00
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	1,000.00	0.00%	0.00
256-5-56-40-530.000 Communications	1,080.00	630.00	450.00	58.33%	90.00
256-5-56-40-560.000 Postage	6,180.00	2,249.26	3,930.74	36.40%	0.00
256-5-56-40-609.000 Safety Supplies	3,000.00	1,093.25	1,906.75	36.44%	0.00
256-5-56-40-610.000 General Supplies	2,500.00	1,150.90	1,349.10	46.04%	233.63

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City of Essex Junction General Ledger
Current Yr Pd: 7 Year Budget Status Report
SANITATION FUND

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Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
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256-5-56-40-612.000 Uniforms	1,350.00	666.34	683.66	49.36%	0.00
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	704.49	795.51	46.97%	379.38
256-5-56-40-622.000 Electricity	16,000.00	7,295.76	8,704.24	45.60%	2,127.21
256-5-56-40-626.000 Gasoline	6,000.00	2,218.18	3,781.82	36.97%	163.31
256-5-56-40-735.000 Tech: Equip/Hardware	3,500.00	0.00	3,500.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	5,000.00	0.00	5,000.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	222,000.00	166,500.00	55,500.00	75.00%	55,500.00
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Total Operating Expenses	918,778.00	583,366.10	335,411.90	63.49%	160,238.30
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256-5-56-70 Nonoperating Expenses					
256-5-56-70-722.001 Manhole Rehab/Sliplining	40,000.00	0.00	40,000.00	0.00%	0.00
256-5-56-70-722.005 Maple/River St PS	3,740,650.00	38,074.14	3,702,575.86	1.02%	14,647.98
256-5-56-70-722.006 Collection Sys Capacity S	33,129.00	12,898.45	20,230.55	38.93%	0.00
256-5-56-70-722.055 West St PS	0.00	7,300.00	-7,300.00	100.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	21,488.00	5,968.52	15,519.48	27.78%	0.00
256-5-56-70-751.006 Vactor Truck	9,500.00	13,232.00	-3,732.00	139.28%	0.00
256-5-56-70-910.000 Transfer to WWTF	0.00	279,466.58	-279,466.58	100.00%	0.00
256-5-56-70-955.001 ARRA Loan-AR1-004 Admin	0.00	1,590.60	-1,590.60	100.00%	0.00
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Total Nonoperating Expenses	3,844,767.00	358,530.29	3,486,236.71	9.33%	14,647.98
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Total Expenditures	4,763,545.00	941,896.39	3,821,648.61	19.77%	174,886.28
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Total SANITATION FUND	-3,399,768.00	-372,686.01	3,772,454.01	10.96%	-112,449.61
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STORMWATER FUND

Account	Budget				
	Budget	Actual	Balance	% of Budget	Pd to Date
257-4-57-50-021.000 Stormwater User Fees	0.00	123,871.18	-123,871.18	100.00%	0.00
257-4-57-50-027.000 Stormwater User Fees	323,057.00	0.00	323,057.00	0.00%	0.00
257-4-57-50-040.000 Federal Grant Revenue	0.00	15,416.80	-15,416.80	100.00%	0.00
257-4-57-50-060.000 Interest Income	0.00	-459.70	459.70	100.00%	0.00
257-4-57-50-085.000 Penalties	0.00	1,708.82	-1,708.82	100.00%	0.00
Total Revenues	323,057.00	140,537.10	182,519.90	43.50%	0.00
257-5-57-50-110.000 Regular Salaries	99,249.00	48,491.40	50,757.60	48.86%	11,159.40
257-5-57-50-120.000 Part Time Salaries	17,760.00	6,012.50	11,747.50	33.85%	0.00
257-5-57-50-210.000 Group Insurance	42,750.00	20,222.73	22,527.27	47.30%	3,622.37
257-5-57-50-220.000 Social Security	9,048.00	4,304.44	4,743.56	47.57%	907.16
257-5-57-50-225.000 Act 76 Childcare Tax	390.00	169.50	220.50	43.46%	34.21
257-5-57-50-230.000 Retirement	8,968.00	4,653.78	4,314.22	51.89%	1,072.00
257-5-57-50-250.000 Unemployment Insurance	50.00	40.88	9.12	81.76%	0.00
257-5-57-50-260.000 Workers Comp Insurance	6,617.00	3,140.06	3,476.94	47.45%	0.00
257-5-57-50-290.000 Other Employee Benefits	400.00	0.00	400.00	0.00%	0.00
257-5-57-50-320.000 Legal Services	3,000.00	0.00	3,000.00	0.00%	0.00
257-5-57-50-330.000 Professional Services	20,000.00	0.00	20,000.00	0.00%	0.00
257-5-57-50-451.000 Summer Construction Servi	20,000.00	1,344.55	18,655.45	6.72%	0.00
257-5-57-50-500.000 Training, Conferences, Du	2,000.00	722.18	1,277.82	36.11%	0.00
257-5-57-50-510.000 Permit/License/Registrati	18,250.00	18,690.37	-440.37	102.41%	454.84
257-5-57-50-540.000 Advertising	1,250.00	0.00	1,250.00	0.00%	0.00
257-5-57-50-570.000 Other Purchased Services	5,000.00	1,399.99	3,600.01	28.00%	0.00
257-5-57-50-575.000 Storm Sewer Maintenance	20,000.00	18,361.65	1,638.35	91.81%	0.00
257-5-57-50-580.000 Travel	1,500.00	66.36	1,433.64	4.42%	0.00
257-5-57-50-612.000 Uniforms	675.00	709.44	-34.44	105.10%	0.00
257-5-57-50-735.000 Tech: Equip/Hardware	0.00	2,188.00	-2,188.00	100.00%	0.00
257-5-57-50-830.000 Regular Programs	900.00	955.98	-55.98	106.22%	39.49
257-5-57-50-899.000 Matching Grant Funds	45,250.00	7,555.95	37,694.05	16.70%	0.00
Total Expenditures	323,057.00	139,029.76	184,027.24	43.04%	17,289.47
Total STORMWATER FUND	0.00	1,507.34	-1,507.34	-100.00%	-17,289.47

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City of Essex Junction General Ledger
 Current Yr Pd: 7 Year Budget Status Report
 SENIOR CENTER FUND

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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
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258-4-33-13-060.000 Interest Income	0.00	249.51	-249.51	100.00%	0.00
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Total Revenues	0.00	249.51	-249.51	100.00%	0.00
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Total Expenditures	0.00	0.00	0.00	0.00%	0.00
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Total SENIOR CENTER FUND	0.00	249.51	-249.51	-100.00%	0.00
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Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
259-4-30-10-060.000 Interest Income	0.00	23,283.19	-23,283.19	100.00%	0.00
259-4-30-11-020.304 Pool Day Admissions	74,333.00	70,907.75	3,425.25	95.39%	0.00
259-4-30-11-020.305 Pool Memberships	44,988.00	7,906.00	37,082.00	17.57%	0.00
259-4-30-11-020.306 Swim Lessons	45,219.00	2,710.00	42,509.00	5.99%	0.00
259-4-30-12-020.308 Facility & Field Rental	26,440.00	13,985.25	12,454.75	52.89%	0.00
259-4-30-14-020.311 Youth Programs	399,745.00	137,803.62	261,941.38	34.47%	2,395.80
259-4-30-14-020.312 Adult Programs	156,800.00	72,285.56	84,514.44	46.10%	350.78
259-4-30-14-050.000 Donation Revenue	20,050.00	1,000.00	19,050.00	4.99%	0.00
259-4-30-14-091.000 Transfer from Other Funds	17,500.00	0.00	17,500.00	0.00%	0.00
259-4-30-15-020.313 Childcare - AS	1,743,980.00	927,896.04	816,083.96	53.21%	30,477.60
259-4-30-15-020.315 Shared Staffing Contract	170,573.00	0.00	170,573.00	0.00%	0.00
259-4-30-15-040.835 Special Accommodation Gra	0.00	9,247.50	-9,247.50	100.00%	0.00
259-4-30-15-041.000 State and Other Grant Rev	0.00	11,020.54	-11,020.54	100.00%	0.00
259-4-30-16-020.313 Childcare - PS	706,353.00	352,829.49	353,523.51	49.95%	61,453.13
259-4-30-16-041.000 State and Other Grant Rev	0.00	2,493.15	-2,493.15	100.00%	0.00
259-4-30-16-098.000 Misc Revenue	0.00	300.00	-300.00	100.00%	0.00
259-4-30-17-020.313 Childcare - DC	961,280.00	404,838.27	556,441.73	42.11%	51.00
259-4-30-17-040.835 Special Accommodation Gra	0.00	36,685.00	-36,685.00	100.00%	0.00
Total Revenues	4,367,261.00	2,075,191.36	2,292,069.64	47.52%	94,728.31
259-5-30-10 Administration					
259-5-30-10-250.000 Unemployment Insurance	5,231.00	4,086.89	1,144.11	78.13%	0.00
259-5-30-10-260.000 Workers Comp Insurance	89,072.00	36,699.83	52,372.17	41.20%	0.00
259-5-30-10-330.000 Professional Services	0.00	1,700.00	-1,700.00	100.00%	0.00
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	1,158.50	809.50	58.87%	165.50
259-5-30-10-500.000 Training, Conf, Dues	5,500.00	3,374.76	2,125.24	61.36%	70.00
259-5-30-10-505.000 Tech. Subs, Licenses	1,835.00	14,677.84	-12,842.84	799.88%	1,953.06
259-5-30-10-530.000 Communications	0.00	863.86	-863.86	100.00%	0.00
259-5-30-10-550.000 Printing and Binding	0.00	3,910.00	-3,910.00	100.00%	0.00
259-5-30-10-560.000 Postage	353.00	2,284.48	-1,931.48	647.16%	0.00
259-5-30-10-561.000 CC Processing Fees	0.00	46,580.92	-46,580.92	100.00%	0.00
259-5-30-10-610.000 General Supplies	0.00	196.73	-196.73	100.00%	0.00
259-5-30-10-910.000 Trnsfr Between Funds (non	0.00	39,866.25	-39,866.25	100.00%	13,288.75
Total Administration	103,959.00	155,400.06	-51,441.06	149.48%	15,477.31
259-5-30-11 Pool					
259-5-30-11-120.000 Part Time Salaries	115,130.00	99,372.06	15,757.94	86.31%	0.00
259-5-30-11-130.000 Overtime	0.00	2,804.44	-2,804.44	100.00%	0.00
259-5-30-11-220.000 Social Security	8,807.00	7,816.52	990.48	88.75%	0.00
259-5-30-11-225.000 Act 76 Childcare Tax	380.00	354.88	25.12	93.39%	0.00
259-5-30-11-330.000 Professional Services	1,486.00	0.00	1,486.00	0.00%	0.00
259-5-30-11-431.000 R&M Buildings & Grounds	39,708.00	27,205.21	12,502.79	68.51%	0.00
259-5-30-11-505.000 Technology Subs, Licenses	629.00	483.24	145.76	76.83%	0.00
259-5-30-11-550.000 Printing and Binding	420.00	0.00	420.00	0.00%	0.00
259-5-30-11-560.000 Postage	270.00	0.00	270.00	0.00%	0.00
259-5-30-11-610.000 General Supplies	3,832.00	3,501.23	330.77	91.37%	12.83
259-5-30-11-910.000 Transfer btwn Funds (non-	2,126.00	0.00	2,126.00	0.00%	0.00

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Pool	172,788.00	141,537.58	31,250.42	81.91%	12.83
259-5-30-12 Parks and Facilities					
259-5-30-12-120.000 Part Time Salaries	10,383.00	3,446.95	6,936.05	33.20%	0.00
259-5-30-12-220.000 Social Security	794.00	348.19	445.81	43.85%	0.00
259-5-30-12-225.000 Act 76 Childcare Tax	34.00	6.49	27.51	19.09%	0.00
259-5-30-12-330.000 Professional Services	9,000.00	28,918.58	-19,918.58	321.32%	0.00
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	8,478.51	5,321.49	61.44%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	2,060.51	1,939.49	51.51%	0.00
259-5-30-12-610.000 General Supplies	0.00	4,715.00	-4,715.00	100.00%	81.27
Total Parks and Facilities	38,011.00	47,974.23	-9,963.23	126.21%	81.27
259-5-30-14 Recreation Programs					
259-5-30-14-110.000 Regular Salaries	58,320.00	25,016.29	33,303.71	42.89%	6,343.38
259-5-30-14-120.000 Part Time Salaries	21,284.00	4,737.27	16,546.73	22.26%	824.10
259-5-30-14-210.000 Group Insurance	42,844.00	1,996.97	40,847.03	4.66%	412.41
259-5-30-14-220.000 Social Security	6,141.00	2,333.38	3,807.62	38.00%	577.38
259-5-30-14-225.000 Act 76 Childcare Tax	265.00	94.81	170.19	35.78%	22.29
259-5-30-14-230.000 Retirement	3,523.00	2,259.68	1,263.32	64.14%	604.72
259-5-30-14-290.000 Other Employee Benefits	400.00	0.00	400.00	0.00%	0.00
259-5-30-14-330.000 Professional Services	474,238.00	239,518.72	234,719.28	50.51%	16,480.36
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	785.22	714.78	52.35%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	0.00	1,300.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	2,000.00	0.00	2,000.00	0.00%	0.00
259-5-30-14-500.000 Training, Conf, Dues	6,750.00	3,725.09	3,024.91	55.19%	0.00
259-5-30-14-505.000 Technology Subs, Licenses	2,360.00	1,812.17	547.83	76.79%	0.00
259-5-30-14-530.000 Communications	540.00	0.00	540.00	0.00%	0.00
259-5-30-14-550.000 Printing and Binding	1,575.00	0.00	1,575.00	0.00%	0.00
259-5-30-14-560.000 Postage	1,013.00	0.00	1,013.00	0.00%	0.00
259-5-30-14-610.000 General Supplies	32,393.00	57,822.38	-25,429.38	178.50%	9,423.15
259-5-30-14-850.150 Memorial Day Parade	7,500.00	0.00	7,500.00	0.00%	0.00
259-5-30-14-910.000 Transfer btwn Funds (non-	7,973.00	0.00	7,973.00	0.00%	0.00
Total Recreation Programs	671,919.00	340,101.98	331,817.02	50.62%	34,687.79
259-5-30-15 After School Care					
259-5-30-15-110.000 Regular Salaries	669,664.00	359,883.19	309,780.81	53.74%	88,636.65
259-5-30-15-120.000 Part Time Salaries	429,246.00	277,083.71	152,162.29	64.55%	81,697.66
259-5-30-15-130.000 Overtime	0.00	1,413.21	-1,413.21	100.00%	48.13
259-5-30-15-210.000 Group Insurance	204,294.00	123,983.37	80,310.63	60.69%	16,592.93
259-5-30-15-220.000 Social Security	86,208.00	49,925.74	36,282.26	57.91%	13,254.54
259-5-30-15-225.000 Act 76 Childcare Tax	3,719.00	2,003.76	1,715.24	53.88%	535.02
259-5-30-15-230.000 Retirement	65,662.00	38,968.09	26,693.91	59.35%	8,386.55
259-5-30-15-290.000 Other Employee Benefits	5,200.00	800.00	4,400.00	15.38%	400.00
259-5-30-15-330.000 Professional Services	101,800.00	18,131.73	83,668.27	17.81%	4,955.89
259-5-30-15-500.000 Training, Conf, Dues	45,339.00	7,955.65	37,383.35	17.55%	1,338.00
259-5-30-15-505.000 Technology Subs, Licenses	6,609.00	5,074.07	1,534.93	76.78%	0.00
259-5-30-15-530.000 Communications	7,560.00	5,032.05	2,527.95	66.56%	976.56

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
259-5-30-15-540.000 Advertising	3,000.00	0.00	3,000.00	0.00%	0.00
259-5-30-15-550.000 Printing and Binding	4,410.00	0.00	4,410.00	0.00%	0.00
259-5-30-15-560.000 Postage	2,835.00	0.00	2,835.00	0.00%	0.00
259-5-30-15-580.000 Travel	0.00	6,295.89	-6,295.89	100.00%	2,916.21
259-5-30-15-610.000 General Supplies	123,316.00	58,231.52	65,084.48	47.22%	7,857.73
259-5-30-15-626.000 Gasoline	5,500.00	401.78	5,098.22	7.31%	132.92
259-5-30-15-735.000 Tech: Equip/Hardware	0.00	1,756.99	-1,756.99	100.00%	0.00
259-5-30-15-895.000 State and Other Grant Exp	0.00	11,343.28	-11,343.28	100.00%	11,343.28
259-5-30-15-910.000 Transfer btwn Funds (non-	22,327.00	0.00	22,327.00	0.00%	0.00
Total After School Care	1,786,689.00	968,284.03	818,404.97	54.19%	239,072.07
259-5-30-16 Preschool					
259-5-30-16-110.000 Regular Salaries	375,640.00	233,123.85	142,516.15	62.06%	38,666.74
259-5-30-16-120.000 Part Time Salaries	29,493.00	17,351.62	12,141.38	58.83%	2,938.78
259-5-30-16-130.000 Overtime	0.00	1,776.90	-1,776.90	100.00%	902.92
259-5-30-16-210.000 Group Insurance	182,985.00	82,338.21	100,646.79	45.00%	9,655.58
259-5-30-16-220.000 Social Security	32,759.00	20,391.71	12,367.29	62.25%	3,324.10
259-5-30-16-225.000 Act 76 Childcare Tax	1,413.00	820.77	592.23	58.09%	134.82
259-5-30-16-230.000 Retirement	30,732.00	20,149.22	10,582.78	65.56%	3,077.81
259-5-30-16-290.000 Other Employee Benefits	2,800.00	2,800.00	0.00	100.00%	0.00
259-5-30-16-330.000 Professional Services	4,525.00	3,038.06	1,486.94	67.14%	25.39
259-5-30-16-420.000 Cleaning Services	32,500.00	15,651.83	16,848.17	48.16%	2,177.50
259-5-30-16-441.000 Rental Land/Buildings	1,860.00	0.00	1,860.00	0.00%	0.00
259-5-30-16-442.000 Rental Vehicles/Equip	0.00	1,045.80	-1,045.80	100.00%	149.40
259-5-30-16-500.000 Training, Conf, Dues	11,750.00	8,054.00	3,696.00	68.54%	0.00
259-5-30-16-505.000 Technology Subs, Licenses	2,675.00	2,053.79	621.21	76.78%	0.00
259-5-30-16-530.000 Communications	0.00	224.63	-224.63	100.00%	37.45
259-5-30-16-550.000 Printing and Binding	1,785.00	0.00	1,785.00	0.00%	0.00
259-5-30-16-560.000 Postage	1,148.00	0.00	1,148.00	0.00%	0.00
259-5-30-16-580.000 Travel	1,536.00	176.40	1,359.60	11.48%	0.00
259-5-30-16-610.000 General Supplies	7,750.00	15,188.34	-7,438.34	195.98%	954.43
259-5-30-16-895.000 State and Other Grant Exp	0.00	1,447.37	-1,447.37	100.00%	1,447.37
259-5-30-16-910.000 Transfer btwn Funds (non-	9,036.00	0.00	9,036.00	0.00%	0.00
Total Preschool	730,387.00	425,632.50	304,754.50	58.27%	63,492.29
259-5-30-17 Summer Day Camps					
259-5-30-17-110.000 Regular Salaries	85,671.00	52,288.27	33,382.73	61.03%	0.00
259-5-30-17-120.000 Part Time Salaries	536,093.00	468,926.90	67,166.10	87.47%	0.00
259-5-30-17-130.000 Overtime	0.00	19,371.44	-19,371.44	100.00%	0.00
259-5-30-17-220.000 Social Security	47,565.00	41,420.49	6,144.51	87.08%	0.00
259-5-30-17-225.000 Act 76 Childcare Tax	2,052.00	1,743.34	308.66	84.96%	0.00
259-5-30-17-330.000 Professional Services	163,066.00	65,020.31	98,045.69	39.87%	500.00
259-5-30-17-505.000 Technology Subs, Licenses	3,462.00	2,657.85	804.15	76.77%	0.00
259-5-30-17-550.000 Printing and Binding	2,310.00	0.00	2,310.00	0.00%	0.00
259-5-30-17-560.000 Postage	1,485.00	0.00	1,485.00	0.00%	0.00
259-5-30-17-580.000 Travel	0.00	51,965.21	-51,965.21	100.00%	0.00
259-5-30-17-610.000 General Supplies	66,267.00	39,405.23	26,861.77	59.46%	0.00
259-5-30-17-910.000 Transfer btwn Funds (non-	11,693.00	0.00	11,693.00	0.00%	0.00

02/04/26

10:34 am

City of Essex Junction General Ledger
 Current Yr Pd: 7 Year Budget Status Report
 EJRP PPROGRAMS FUND

Page 31 of 31

jmorris

Account	Budget	Actual	Budget Balance	% of Budget	Pd to Date
Total Summer Day Camps	919,664.00	742,799.04	176,864.96	80.77%	500.00
259-5-30-19 Rec Kids					
Total Rec Kids	0.00	0.00	0.00	0.00%	0.00
Total Expenditures	4,423,417.00	2,821,729.42	1,601,687.58	63.79%	353,323.56
Total EJRP PPROGRAMS FUND	-56,156.00	-746,538.06	802,694.06	1,329.40%	-258,595.25
Total All Funds	-4,023,663.00	3,943,076.86	80,586.14	-98.00%	-2,129,603.45

LOT Fund Balance Detail

LOT Funds Revenue FY23		659,341.99	
	<i>11/21/22 Disbursement - Q1</i>	1,178.64	
	<i>2/9/23 Disbursement - Q2</i>	239,621.26	
	<i>5/12/23 Disbursement - Q3</i>	195,435.64	
			funds received in August, but recorded back to June to properly recognize revenue
	<i>6/30/23 Disbursement - Q4</i>	219,588.49	
	<i>Interest Accrued</i>	3,517.96	
LOT Funds Revenue FY24		986,078.22	
	<i>Q1</i>	284,780.40	
	<i>Q2</i>	223,554.85	
	<i>Q3</i>	219,797.53	
	<i>Q4</i>	232,463.92	
	<i>Interest Accrued</i>	25,481.52	allocated monthly
LOT Funds Revenue FY25		1,048,482.39	
	<i>Q1</i>	263,103.52	
	<i>Q2</i>	261,428.29	
	<i>Q3</i>	237,710.40	
	<i>Q4</i>	259,860.01	
	<i>Interest Accrued</i>	26,380.17	allocated monthly
LOT Funds Revenue FY26		312,465.44	
	<i>Q1</i>	300,296.44	
	<i>Q2</i>		
	<i>Q3</i>		
	<i>Q4</i>		
	<i>Interest Accrued</i>	12,169.00	allocated monthly
Less:			
			strategic planning, capital transfer, IT migration and paving
FY24 Expenses	(587,239.00)		actual spent
			capital projects within the approved capital plan \$1,000,000,
FY25 Expenses	(1,019,401.75)		sidewalks \$19,401.75
FY25 Sidewalks per Policy Balance of Funds Avail.	(236,123.81)		25% of projected revenue
			\$40,000 assigned during budget, \$12,500 reassigned to
Rebranding Balance of Funds Avail.	(14,225.00)		Strategic Planning by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
			capital projects within the approved capital plan \$400,000,
FY26 Expenses to Date	(623,936.50)		rebranding \$8475, \$4256 sidewalks
FY26 Capital Transfer Balance of Funds Avail.	(200,000.00)		\$800,000 total
FY26 Sidewalks per Policy Balance of Funds Avail.	(239,338.50)		25% of projected revenue
	Balance of LOT Funds Available	71,728.48	
	Projected Remaining FY26 LOT Revenue	699,703.56	\$1,000,000 projected, less actual funds received to date
	Projected FY26 LOT Fund Balance	771,432.04	

updated 2/4/26

2 Lincoln Renovation Project

	Breadloaf	Scott & Partners	Other	Totals
Original Contract	\$ 2,770,578.00	\$ 231,419.00	n/a	\$ 3,001,997.00
Change Orders/Amendments/Non-Contract	\$ 479,963.10	\$ 58,610.18	n/a	\$ 538,573.28
Revised Contract	\$ 3,250,541.10	\$ 290,029.18	n/a	\$ 3,540,570.28
Payments to Date	\$ 3,230,178.26	\$ 299,860.43	\$ 175,446.34	\$ 3,705,485.03
Balance of Contract	\$ 20,362.84	\$ (9,831.25)	n/a	\$ (164,914.75)

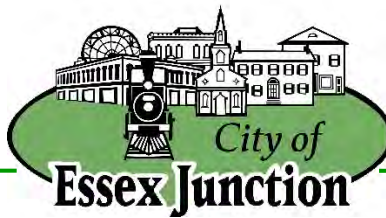
Approved Project Funds	4,020,975.60
Payments to Date	(3,705,485.03)
Remaining Contract Obligations	(20,362.84)
Anticipated Additional Costs	(263,290.00)
Balance of Funds Available	31,837.73

updated 2/4/26

Economic Development Fund Balance Detail

FY26 Economic Development Fund Beginning Balance PRELIMINARY	914,544.23	
Economic Development Funds Received FY26	127,327.12	
	Property Taxes	113,280.34 will be allocated around 9/15 and 3/15 tax payment due dates
	Interest Accrued	14,046.78 allocated monthly
Less:		
FY26 Expenses to Date	(9,547.50)	
		FY25 \$40,000 grant match, less \$6,425 actual spent FY25, less
Main St Park	(29,990.00)	\$3,585 actual spent to date FY26
Crescent Connector	(86,820.25)	actual spent FY25
EV Charging	(1,060.03)	actual spent FY25
		FY25 \$250,000 grant match, FY26 \$450,000 grant match, less
		\$2,538 actual spent FY25, less \$5,962.50 actual spent to date
Amtrak Grant Match	(691,499.50)	FY26
Balance of Economic Development Funds Available	222,954.07	
Projected FY26 Economic Development Fund Revenue	(1,280.34)	\$112,000 less actual property tax revenue to date
Projected FY26 Economic Development Fund Balance	221,673.73	

updated 2/4/26



MEMORANDUM

To: City Council

From: Joanne Pfaff

Meeting Date: February 11, 2026

Subject: Regional Boards and Committees

Issue: To improve coordination and understanding of discussions, decisions and actions taken on the regional boards and committees where the City is represented.

Discussion: In the packet for the first Council meeting of every month we will include this quick reference to the regional board's websites and minute locations in each reading file to keep the regional boards at front of mind. By reviewing the meeting minutes, the Council can have a better understanding of the discussions and allow them to stay informed about regional issues and resolutions.

[Chittenden Solid Waste District](#)

[Town Meeting TV](#)

[Chittenden County Communications Union District](#)

[Green Mountain Transit](#)

[Winooski Valley Parks District](#)

[Champlain Water District](#)

[Chittenden County Regional Planning Commission](#)

Cost: N/A

Recommendation: N/A

Recommended Motion: N/A

Attachments: N/A

fy 2025 annual report



Chittenden Solid Waste District

a message from cswd's board chair and executive director

As we reflect on the past year at CSWD, we are proud to share several milestones, improvements, and initiatives that continue to move our District—and our community—toward a more sustainable future.

FINANCIALS

This year, CSWD generated \$18.9 million in total revenues and \$15.8 million in total expenses. We received a \$1.5 million grant from the VT Department of Environmental Conservation, realized a \$375,000 gain on the sale of real estate, and both our Organics Recycling Facility and Drop-Off Centers delivered positive net operating income before depreciation. We closed FY25 in a strong financial position, with operating reserves equal to 4.3 months.

WASTE DIVERSION

Our annual Waste Diversion Report shows encouraging progress. While total solid waste generation increased to 317,905 tons, the amount of municipal solid waste (MSW) diverted from the landfill rose by 13.8% to 100,719 tons. Our overall MSW diversion rate is now 54.7%, continuing a long-term upward trend as residents, businesses, and institutions embrace better waste reduction practices.

NEW LOCATION FOR THE MATERIALS RECYCLING FACILITY (MRF)

After several years of challenges, we are pleased to share that CSWD purchased a new 38-acre parcel on Redmond Road in Williston to serve as the future home of our state-of-the-art MRF. The \$38 million project—funded through CSWD reserves, grants, and a \$22 million bond approved by Chittenden County voters—is slated to open in January 2027.

REDUCING CONTAMINATION AT THE ORGANICS RECYCLING FACILITY

We've made significant progress in improving compost quality by reducing contamination in the finished product, and this year we took an important next step. Our team at the Organics Recycling Facility developed a new contamination policy aimed at preventing contaminants from entering the composting process in the first place. The policy draws from our MRF Quality Control Policy and incorporates input from compost facilities nationwide, organics haulers, food scrap generators, and our own Outreach, Communications, and Compliance teams. Addressing contamination at the source will help us continue producing premium compost and soil products.

EXPANDED SERVICES AT THE BURLINGTON DROP-OFF CENTER

We made major upgrades at our Burlington Drop-Off Center on Pine Street. In addition to food scraps and blue-bin recycling, the site now accepts household trash (excluding bulky items), scrap metal, shredded paper, and wood ash. We also expanded hours to a five-day schedule—Tuesday through Saturday, 8:00 a.m. to 3:30 p.m.—bringing it in line with our five other Drop-Off Centers.

HOUSEHOLD SURVEY FINDINGS

We partnered with UVM's Center for Rural Studies to survey Chittenden County residents to better understand community habits and perceptions around waste reduction.

With 1,873 responses, the survey revealed that 97% of residents believe it's important to reduce the waste they create. Nearly 95% of Drop-Off Center users find our facilities easy to use. When it comes to food scraps, residents use a mix of strategies: 34% compost at home, 23% rely on haulers, 15.7% bring scraps to our DOCs, and 11.4% still throw them away. We will use these insights—along with the support of Place Creative—to strengthen our communications and outreach efforts.

NEW CSWD WEBSITE

We launched a redesigned CSWD website that makes it easier for residents and businesses to find what they need. One of the key features is our improved A-Z Guide, which helps users quickly determine how to properly recycle, compost, or dispose of almost any item.

BATTERY BLITZ SUCCESS

This year's Battery Blitz, run in partnership with Call2Recycle and Earth Rangers, brought students together from across Vermont to collect and recycle used batteries. Underhill Central School topped the leaderboard and won the \$1,000 prize. In total, seven schools collected more than 4,000 pounds of batteries—the weight of 15 Vermont black bears—demonstrating the powerful impact of community engagement.

ENVIRONMENTAL LEADERSHIP AWARD

Finally, we are thrilled to share that CSWD received the Environmental Leadership Award from the Northeast Recycling Council for our solar glasses collection program with Astronomers Without Borders. Together, we diverted 115,020 solar eclipse glasses from the landfill after the April 2024 eclipse, giving them new life in communities around the world.

Thank you for your continued commitment to reducing waste and protecting our environment. Your actions make these achievements possible, and we look forward to another year of progress together.



Paul Ruess
Chair, Board of Commissioners



Sarah Reeves
Executive Director

who we are

We are a municipal district created in 1987 to oversee and manage solid waste in Chittenden County.

CSWD serves about a quarter of the population of Vermont (169,481 residents and 8,939 businesses)* with facilities, programs, and expertise developed over our 38-year history.

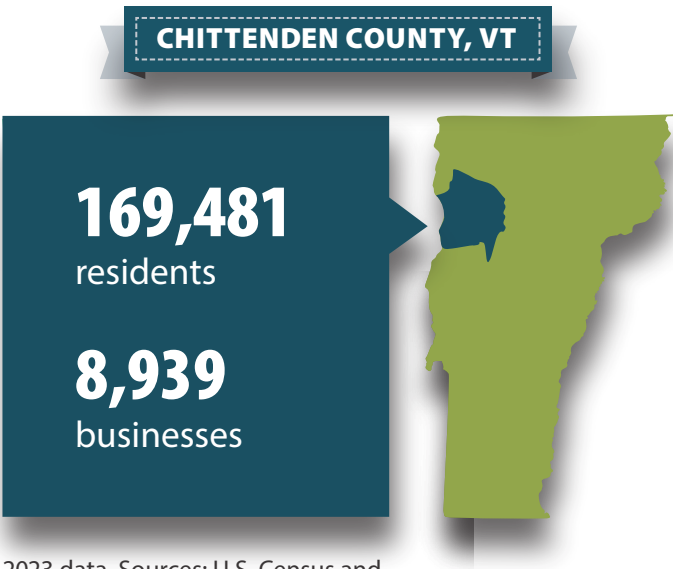
**2023 data. Sources: U.S. Census and VT Dept. Of Labor*

OUR MISSION

The Chittenden Solid Waste District’s mission is to reduce and manage the solid waste generated within Chittenden County in an environmentally sound, efficient, effective and economical manner.

OUR VISION

Products are designed to be reused or recycled and our community fully participates in minimizing disposal and maximizing reuse and recycling.



2023 data. Sources: U.S. Census and VT Dept. of Labor

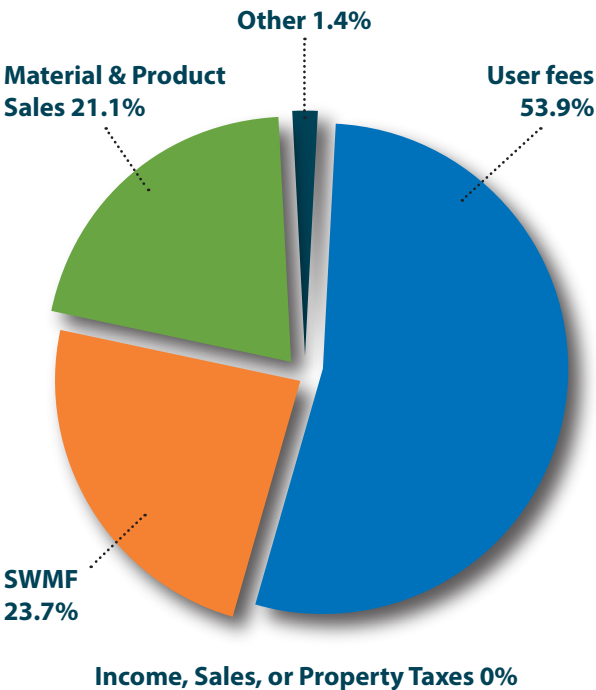
HOW WE’RE FUNDED

Our revenue comes from three primary sources:

- **User fees** on incoming material at our facilities;
- **The Solid Waste Management Fee (SWMF)**, a per-ton fee on material sent to the landfill;
- **Material and product sales** from material we collect and process at our facilities and sell;
- A small, variable percentage of our funding comes from **State grants for hazardous waste and other materials management**.

We are not funded by Income, Sales, or Property tax dollars.

FY25 REVENUE \$16.5M (unaudited)



what we do

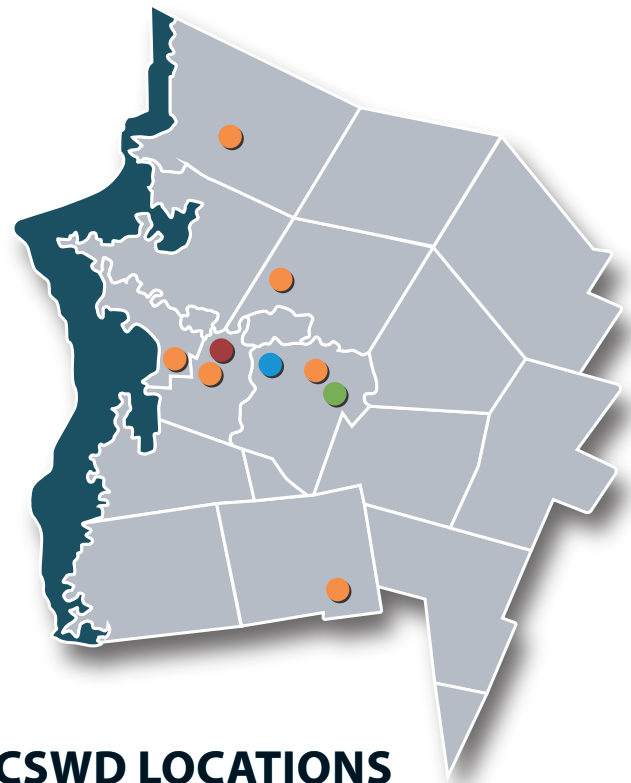
REDUCE WASTE

- › **Educate residents, businesses, schools, and event leaders** on waste prevention and diversion
- › **Promote community reuse options**
- › **Process leftover paint** from residents and businesses into Local Color Paint
- › **Maintain and enforce our Ordinance**, which includes waste prevention and diversion requirements
- › **Help our members** comply with federal and state solid waste laws
- › **Provide facilities and tools** to help members prevent waste and maximize diversion from the landfill to recycling, composting, and other resource recovery
- › **Advocate for state-wide policies** that will reduce waste

MANAGE MATERIALS

Our facilities:

- › **The only municipally owned Materials Recycling Facility** (blue-bin recyclables sorting center) in Vermont
- › **Six regional Drop-Off Centers** for household trash, recycling, organics, and special materials
- › **A comprehensive hazardous waste program for households and small businesses** that includes a permanent year-round collection facility *and* a seasonal mobile collection unit
- › **The state's largest Organics Diversion Facility** (home of Green Mountain Compost) turning food scraps and yard trimmings into compost and soil blends supporting local soils



CSWD LOCATIONS

- **Drop-Off Centers**
- **Environmental Depot**
- **Materials Recycling Facility**
- **Organics Recycling Facility** (Green Mountain Compost)

SUPPORT OUR MEMBERS

- › **Technical expertise and support** for waste-related RFPs and studies
- › **Grant funding**
 - › Community Cleanup Fund for all member towns
 - › Waste Reduction Container and Project Grants
- › **Brokering and investigation** of beneficial use options for biosolids
- › **Green Up Vermont donation** on behalf of all member towns;
- › **Outreach and education**

how we're doing

This graphic shows three key measurements of all the materials that individuals and businesses in Chittenden County, VT generated in Calendar Year 2025:

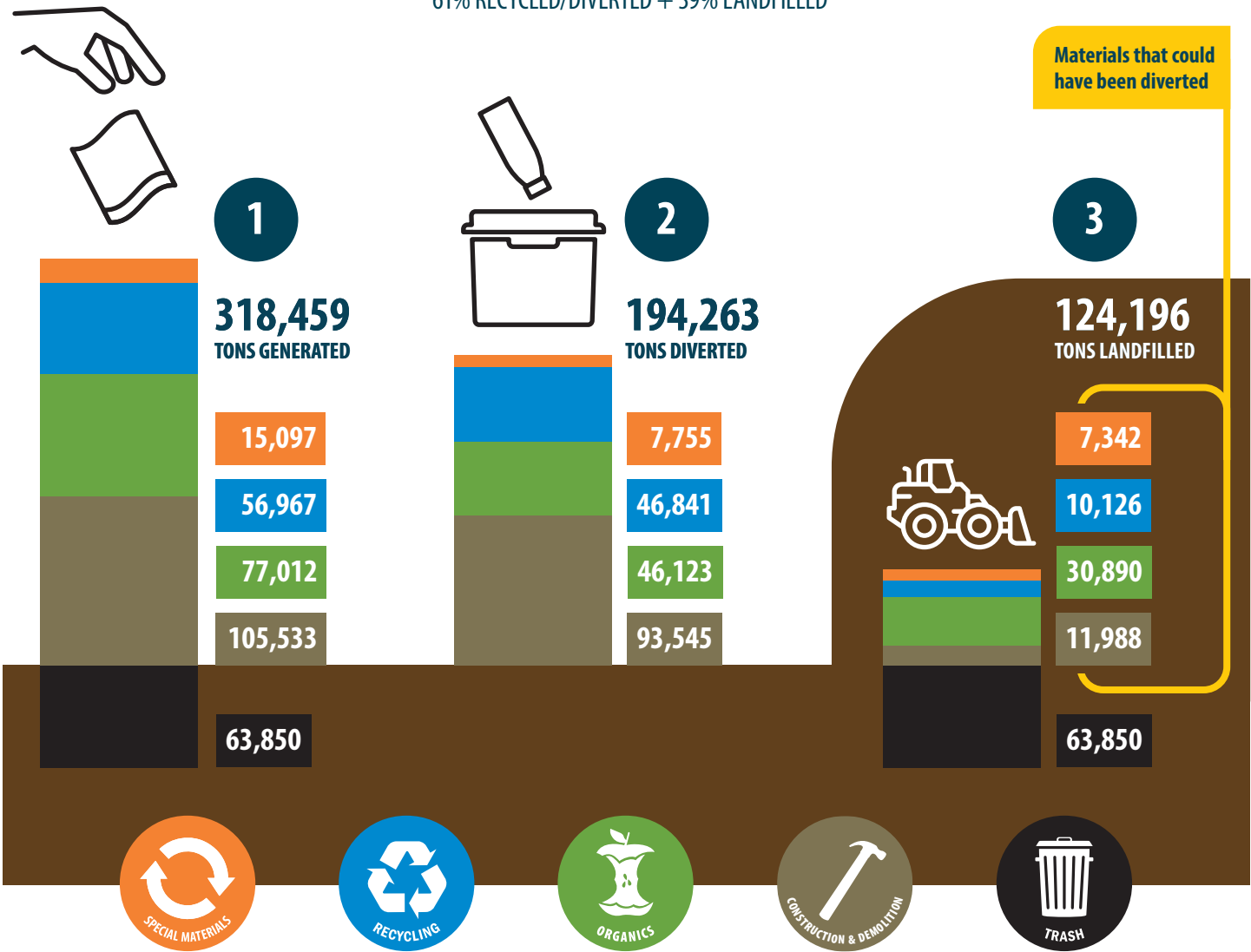
1. Total waste and recyclable/compostable materials generated in Chittenden County in 2025.
2. Total materials kept out of the landfill and recycled or composted in 2025.
3. Total materials (including recyclables and compostable materials) landfilled in 2025.

Note: "Trash" is made up of materials that can't be recycled or composted.

Full details are available in the 2025 [CSWD Diversion Report](#).

100% MATERIALS GENERATED (318,459 tons)

61% RECYCLED/DIVERTED + 39% LANDFILLED



financial reports

STATEMENTS OF NET POSITION

As of June 30, 2025

Preliminary and Unaudited

ASSETS	FY2025	FY2024
Current Assets		
Cash & Cash Equivalents	9,428,818	8,805,596
Investments	1,639,345	4,479,873
Receivables (Net of Allowance)	2,479,451	2,230,204
Inventories	620,925	292,826
Prepaid Expenses	87,938	44,090
Total Current Assets	14,256,478	15,852,589
Noncurrent Assets		
Land and Other Assets Not Depreciated	10,040,102	6,112,270
Recycling Facility Project	12,437,925	11,681,683
Other Capital Assets Net of Accumulated Depreciation	7,305,998	7,900,249
Right of use Lease Asset	289,576	393,565
Total Noncurrent Assets	30,073,602	26,087,767
Total Assets	44,330,079	41,940,356
LIABILITIES		
Current Liabilities		
Accounts Payable	870,191	1,442,592
Accrued Expenses	785	5,266
Accrued Payroll & Benefits Payable	148,503	48,989
Unearned Revenue	8,786	108,983
Lease Payable (current)	106,590	-
Post Closure Costs Payable (current)	138,301	138,301
Total Current Liabilities	1,273,156	1,744,130
Noncurrent Liabilities		
Bond Payable	10,000,000	10,000,000
Capital Lease Payable (noncurrent)	182,986	393,565
Compensated Absences Payable (noncurrent)	295,882	296,640
Post closure Costs Payable (noncurrent)	378,379	378,379
Total Noncurrent Liabilities	10,857,248	11,068,584
Total Liabilities	12,130,404	12,812,715
NET POSITION		
Net Investment in Capital Assets	19,784,026	15,694,201
Restricted	1,951,062	951,142
Unrestricted	10,464,588	12,482,299
Total Net Position	32,199,676	29,127,641

financial reports

STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET POSITION

For the Year Ended June 30, 2025

Preliminary and Unaudited

OPERATING REVENUES:

Tipping Fees	8,880,059
Solid Waste Management Fees	3,900,128
Sale of Materials, Net	3,472,015
License Fees	17,099
Other Revenues	36,418
Product Stewardship & Reimbursement	180,882
Total Operating Revenues	16,486,601

OPERATING EXPENSES:

Administration	1,910,094
Biosolids Program	1,550,598
Drop Off Centers	3,016,084
Enforcement	218,290
Finance	613,413
Hazardous Waste & Paint Recovery Program	931,103
Maintenance	680,672
Materials Recovery Facility	3,885,868
Organics Diversion Facility	1,199,307
Outreach & Communications	747,432
Property Management	80,562
Change in estimated future landfill post-closure costs	73,633
Depreciation	886,956
Total Operating Expenses	15,794,013
Operating Income	692,587

NON- OPERATING REVENUES (EXPENSES):

Grant Income	1,617,323
Investment Income	493,468
Net Gain (Loss) on Disposal of Assets	390,471
Rental Income	7,100
Total Non-Operating Revenue (Expense)	2,508,362
Change to Prior Period Adjustment	(128,915)
Change in Net Position	3,072,034
Beginning Net Position	29,127,641
Ending Net Position	32,199,676

Chittenden Solid Waste District

19 Gregory Drive
Suite 204
South Burlington, VT 05403

Phone: (802) 872-8100

Fax: (802) 878-5787

www.cswd.net



facebook.com/cswdvt



instagram.com/cswdvt



youtube.com/cswdvt

*This Annual Report is available at
www.cswd.net.*



Chittenden Solid Waste District

2025

CATMA ANNUAL REPORT

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MESSAGE FROM OUR EXECUTIVE DIRECTOR



Dear CATMA Members, Partners, and Friends,

As we reflect on 2025, I am proud to share a year defined by momentum, collaboration, and measurable impact. In a time when communities are seeking practical solutions to transportation, housing and climate challenges, CATMA's work continues to demonstrate that transportation demand management is about more than reducing single occupancy vehicle trips—it is about building a more connected, resilient, and sustainable Chittenden County. The progress highlighted in our report offers reason for continued optimism about what is possible when we work together with shared intention.

This year, CATMA strengthened its organizational foundation while expanding our reach and relevance. The development of its 2025-2030 Strategic Business Plan, aligned with the Chittenden County Regional Planning Commissions Transportation Options Plan, established a comprehensive roadmap with clarity, purpose and renewed commitment. This alignment provides a shared regional vision and positions CATMA to strengthen support of our founding institutions, members & region as the transportation landscape evolves.

Advancing accessibility and engagement in our TDM programming remained a priority in 2025. CATMA expanded its digital communications, produced multilingual outreach materials, and hosted in-person events across the region. These efforts reinforce our ability to connect with commuters in more inclusive ways. The launch of More Mobility May brought fresh energy to our programming, encouraging people to bike, roll or take transit, and to carry those mode choices into everyday travel habits.

CATMA's programs continue to deliver impactful results. More than 2,300 commuters engaged in CATMA supported programs in 2025, collectively avoiding hundreds of thousands of vehicle miles traveled and pounds of carbon emissions. These outcomes reflect a hopeful and encouraging reality; when people are provided with information, incentives and supportive systems, many are willing to choose alternatives to driving alone.

We also continued to grow our role as a regional leader in TDM. We strengthened partnerships with municipalities, developers, employers, and regional and state partners, while serving as a trusted voice in transportation planning, policy and advocacy. From a sold-out Transportation Summit to ongoing engagement in regional and statewide planning and advocacy efforts, our focus remains on aligning transportation solutions with land use, economic vitality, and climate resilience.

CATMA is energized by the opportunities ahead! We will continue to evaluate and streamline programs, expand education and engagement, and advance innovative approaches that make sustainable transportation choices easier for everyone.

Thank you to our members, Board of Directors, founding institutions, local, regional and state partners, and dedicated staff. Your continued investment, commitment, and collaboration make our work possible—and gives me great hope as we move toward a better transportation future for people, communities and our region.

Warm regards,

A handwritten signature in black ink that reads "Sandra Thibault". The signature is fluid and cursive.

Sandy Thibault, Executive Director since 2012

WHO IS CATMA?

WE ARE THE CHITTENDEN AREA TRANSPORTATION MANAGEMENT ASSOCIATION

CATMA plans, administers, and manages a suite of transportation demand management strategies for our members that lessens the use of single occupant vehicles, while improving the commuter experience in and around Chittenden County.

We are a 501(c)3 non-profit, membership based organization, established in 1992 by Champlain College, University of Vermont, and UVM Medical Center. Our membership and engagement continues to grow which is strengthening transportation demand management (TDM) activities in the region.

Our Mission

Our mission is to lead and collaborate with public and private partners to advance transportation options that build a more connected, resilient, and, sustainable network for our members and region.

Who We Serve

Our members access a wide range of programs and services to support sustainable transportation. Their commitment to TDM and CATMA leads to better transportation, land use, and community vibrancy.

Founding Institutions

- Champlain College
- University of Vermont
- University of Vermont Medical Center

Employers

- Birchwood Terrace
- Chittenden County Regional Planning Commission
- City of Burlington
- City of Essex Junction

Developers

- Burlington Square
- City West (City Properties)
- Cambrian Rise (Farrell Properties)
- Redstone Lofts & Commons
- Nedde Real Estate
- Spinner Place

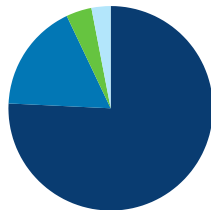
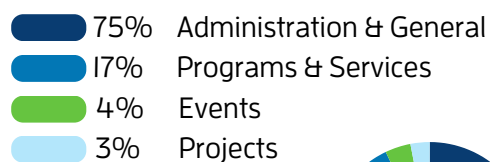
WHO IS CATMA?

CATMA Network

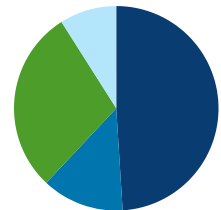


Financial Summary

FY25 Operating Expenses:
\$365K



FY25 Operating Revenue:
\$360K



EDUCATION & AWARENESS

CATMA provides resources and tools to promote various commuting options, engaging and supporting transit, biking, walking, and carpooling.

In 2025, CATMA aimed to attract new users to its digital platform and strengthen engagement of current users. "More Mobility May," a month-long event, was launched to kick off the biking and walking season. To reach non-English speakers, CATMA translated its materials into French, Spanish, Arabic, and Chinese. Brand activation efforts at wellness fairs meant existing users could receive "secret swag" by mentioning a code word.

DIGITAL MARKETING AND COMMUNICATIONS

CATMA communications encompass various digital channels, including emails, social media posts, news updates, and website pages. Together, these elements create CATMA's digital platform.

CATMA's robust app-based commuter solutions platform is powered by Agile Mile. The CATMA app allows members to:

- Earn rewards for commuting
- Plan their commutes
- Locate carpool or vanpool options
- Access commuting resources, including Guaranteed Ride Home

In 2025, the CATMA app served as the central hub for the inaugural "More Mobility May" featuring a leaderboard for trips and badges for engagement, with prize drawings at the end.

Instagram Followers

4% Increase ↗

LinkedIn Followers

30% Increase ↗

Active Web Users

18% Increase ↗

Email Open Rate

52%

Email Click-Through Rate

8.5%

EDUCATION & AWARENESS

OUTREACH ACTIVITIES

CATMA engaged in a variety of in-person events throughout the year. From advocating for sustainable transportation options at the State House to handing out snacks to GMT Riders as part of Earth Day, CATMA recognizes the importance of in-person events and gatherings for education and outreach. We enjoy talking with our members!

Events & Campaigns

- Transportation for Vermonters Coalition Coffee & Lobby Day at the VT State House
- Earth Day Transit Treats Giveaway at UVMMC
- Bike Me Out to the Ballgame

CATMA Hosted Gatherings

- Winter Bike Day get-together at UVM Bikes!
- International Bike Day, Coffee & Donuts with VPoP at Waterfront Park
- June Transportation Coordinator Meet-up
- TDM Week Coffee Talk
- CATMA 2025 Transportation Summit

Member Resource Fairs

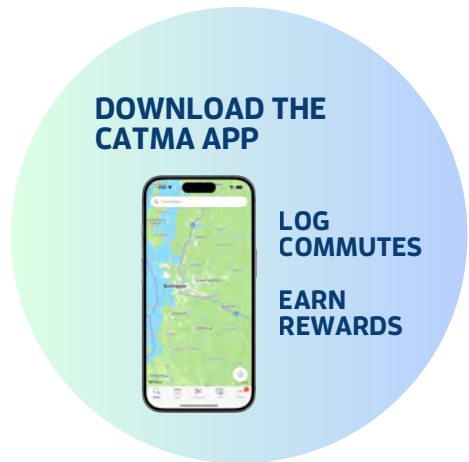
- UVM New Faculty Orientation
- Champlain College Nuts 'n Bolts Fair
- Champlain College Used Bike Sale
- UVM Off Campus Student Resource Fair
- City of Burlington Wellness Fair
- Cambrian Rise Office Hours at Liberty House, Sunset House, and The Rise
- Nedde Summer Pop-up at Kestrel Coffee
- CityWest Summer Pop-up
- UVM Ride Ready Tabling at Medical College and University Commons

PROGRAMS & IMPACTS

There are over 15,000 employees, 1,400 residents and 15,000 college students in Chittenden County eligible to participate in CATMA's managed member commuter programs.

Commuter Programs

- CATMA Commuter Solutions Platform, App & Rewards
- Bike/Walk Rewards
- Monthly & Quarterly Commuter Drawings
- CarShare Vermont Campus Program
- Guaranteed Ride Home (GRH)
- Transit Programs
- Trip Planner



2025 Impact Data

2,321

Total Members

87K

Trips recorded

33%

Active member participation rate*

18K

Gallons of Fuel Saved

360K

Pounds of CO2 avoided

47

Guaranteed Ride Home

424K

Vehicle Miles Travel avoided

\$19,127

Reward value redeemed

4,175

Total reward redemptions

*Active member participation rate is the percent of people signed up in the app that have recorded at least one trip

PROGRAMS & IMPACTS

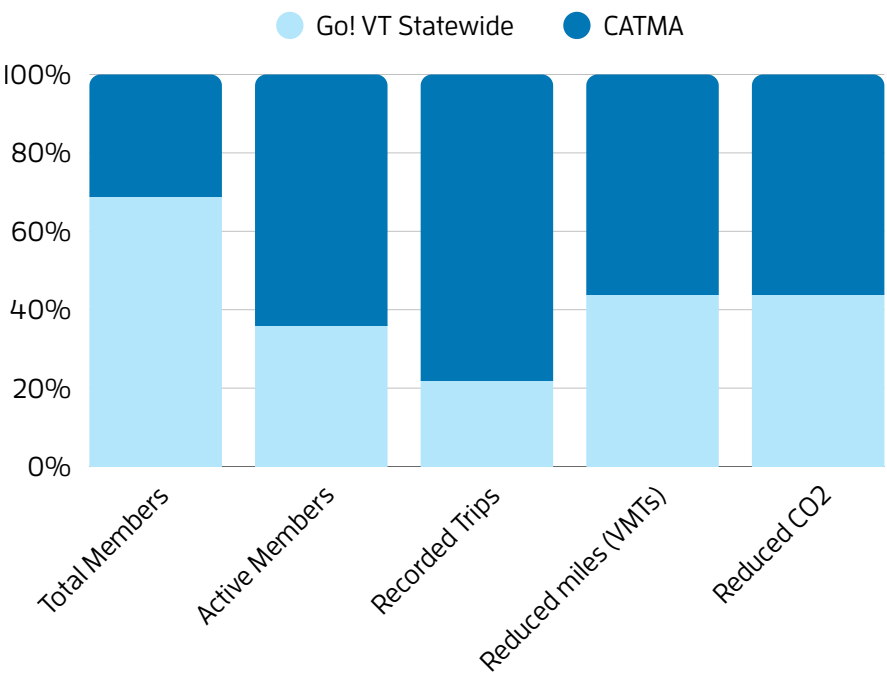
Our digital platform enables CATMA to better demonstrate the impact of our members as well as our contribution to Vermont's impact data.

The graph below highlights key impact metrics from 2025

- CATMA members account for 78% of recorded trips while making up 31% of total membership.
- Of those recorded trips, CATMA commuters make up more than half of VMTs reduced and reduced CO2.

January 2025-December 2025

CATMA's Commuter Impact Metrics



SURVEYS

We specialize in transportation surveys to monitor mode trends, travel patterns, and to better understand what motivates the use of sustainable modes.

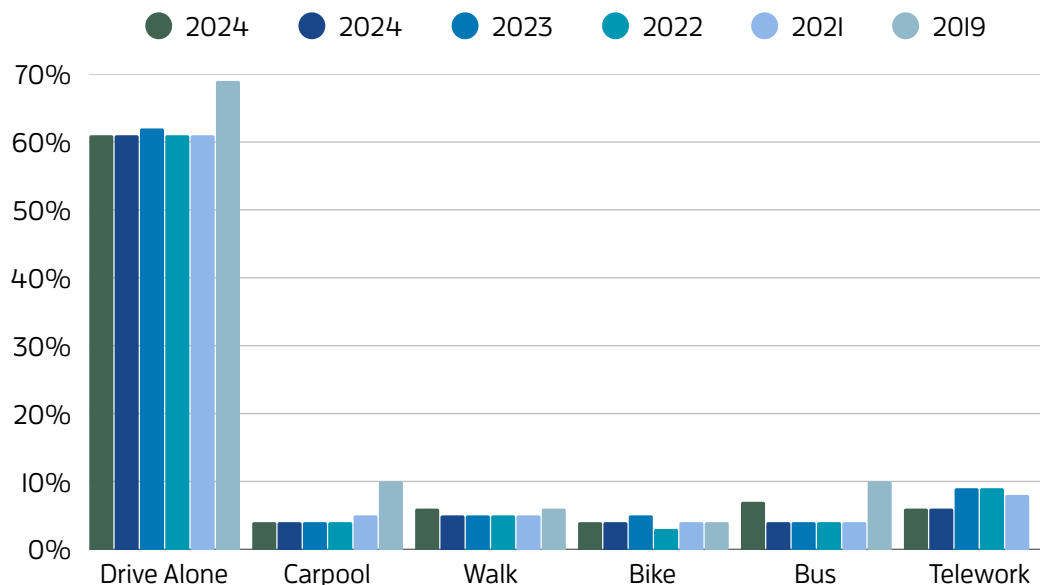
Surveys conducted in 2025 include:

- Resident Transportation Survey for Farrell Properties, Spinner Place, City West, and Nedde Real Estate residents
- Fall Transportation Survey for all CATMA employer members
- Fall Transportation Survey for students at Champlain College and UVM

Our employee transportation survey has been measuring commute modes of CATMA membership since 2000. Below are mode results from our survey over time.

Commute Mode Trends

CATMA's Employee Transportation Survey Data



In 2000, the drive alone rate was 79%, carpool 14%, walk 5%, bus 3%

REGIONAL TDM

We serve as a bridge that connects our regional businesses, developers and organizations with resources, guidance, and support to aid in solving transportation challenges.

Transportation Coordinator Network

The CATMA TC Network now includes over 100 partners, serving as a regional platform for employers, developers, and municipalities dedicated to enhancing commuting options. It functions as a collaborative learning community where partners can build knowledge, share strategies, and strengthen transportation programs tailored to their organizations.

CATMA provides technical assistance, curated resources, regular communications, and annual events. In 2025, CATMA conducted a partner survey, hosted two Transportation Coordinator (TC) events, and developed a Transportation Coordinator Toolkit to support TC efforts. We are in the process of refreshing our TC Network brand and engagement strategy.

Transportation Summit

We hosted a sold-out 2025 Transportation Summit at UVM in the fall. More than 160 business leaders, policy makers, transportation providers, and representatives from local, regional, and state agencies came together to explore how collaborative sustainable mobility solutions can drive housing and economic development. We greatly appreciate the generous support of our sponsors!



REGIONAL TDM

Regional Bike Share

CATMA completed a comprehensive assessment report of past bikeshare systems in the greater Burlington area. The report analyzed data, identified success, challenges and opportunities, explored various system models and provided data-driven recommendations for future bikeshare efforts. CATMA will continue to explore regional bikeshare systems options that best serve our community needs.

Mobility and Transportation Innovation (MTI) Grant

CATMA was awarded funding through the Vermont Agency of Transportation MTI grant, established under the 2020 Transportation Bill. The MTI program supports innovative strategies that improve both mobility and access for transit-dependent Vermonters, reduce use of single occupant vehicles, and lowers GHG emissions.

The current grant supports CATMA's engagement with commuters, transportation coordinators, and business development by enabling the development of new resources for commuters, enhanced tools for TCs, and creative behavior change campaigns.



ADVOCACY

CATMA is committed to generating change by advancing and advocating for sustainable transportation options that positively impact our community.

Through active participation in the Transportation for Vermonters Coalition, the Association for Commuter Transportation, and Best Workplaces for Commuters, CATMA collaborated with partners to advance policies and practices that support equitable, sustainable, and effective transportation systems.

In 2025, CATMA advocated at all levels to prioritize transportation options, especially TDM strategies, in policy and funding discussions. Key initiatives included:

- Testifying to the House and Senate Transportation Committees
- Participating in the Act 181 Transportation Support Study
- Updating of the City of Burlington Parking Ordinance
- Being a member of the Transportation for Vermonters Coalition
- Building relationships with policymakers to advance TDM policies aligned with development, land use, and climate goals



A HOPEFUL PATH AHEAD

As CATMA progresses, we focus on adapting the region's transportation network to meet the community's changing needs: promoting safe, healthy, and sustainable mobility for all. Guided by our Strategic Business Plan, we aim to enhance partnerships, broaden programs, and provide tools and services that facilitate choices beyond solo driving. These initiatives contribute to a more interconnected, equitable, and resilient transportation system.

MORE MOBILITY MAY

CATMA's annual challenge motivates people to explore sustainable transportation—walking, biking, rolling, or using transit—beyond driving alone. Participants earn badges and prizes while increasing awareness of mobility options. The initiative aims to normalize sustainable travel, reduce single-occupancy vehicle trips, and promote healthier travel year-round.



TDM SPEAKER SERIES

Will convene diverse voices from across the transportation, planning, and policy landscape to explore emerging trends, share best practices, and spark dialogue on TDM. This effort supports ongoing learning, broader participation, and sustained engagement across CATMA's network of partners and stakeholders.

CCRPC'S TRANSPORTATION OPTIONS PLAN

Will lead and support key CCRPC Transportation Options recommendations, including employer engagement, commuter behavior change, municipal TDM support, and program administration.

TDM ENGAGEMENT, INSIGHT, & IMPACT

A comprehensive effort to support partners, advocacy, and awareness around TDM through structured engagement, policy conversations, and accessible resources.

ACKNOWLEDGMENTS

Thank you to each and every member of CATMA for your investment and commitment to strengthening CATMA and TDM this past year!

We are grateful for the support of our founding institutions, members, the Chittenden County Regional Planning Commission Unified Planning Work Program (UPWP) and the State Mobility & Transportation Innovation Grant that has enabled us to expand regional TDM efforts.

A special thanks to the CATMA Team

Sandy Thibault, Executive Director

Katie Martin, Associate Director

Emily Adams, Program Analyst

Marlena Compton, Senior Marketing Associate

AND to the CATMA Board of Directors

Charlie Baker, Chair, Executive Director, Chittenden County Regional Planning Commission

Amanda Clayton, Vice Chair Executive Director of Facilities Management, University of Vermont

Nic Anderson, Treasurer, Assistant Vice President of Planning and Operations, Champlain College

Ashley Bond, Secretary, Director of Real Estate, Facilities Planning, Design, Construction & Real Estate, University of Vermont Medical Center

AND to our regional TDM Partners

CarShare Vermont

Chittenden County Regional Planning Commission

Green Mountain Transit

Go! Vermont

Local Motion

Old Spokes Home

INDUSTRY LINGO

What is a TMA?

A Transportation Management Association (TMA) is a membership based, public-private partnership of businesses, institutions, and municipalities that are joined together under a formal agreement for the purpose of providing and promoting transportation options for commuters that reduce traffic congestion and improve air quality.

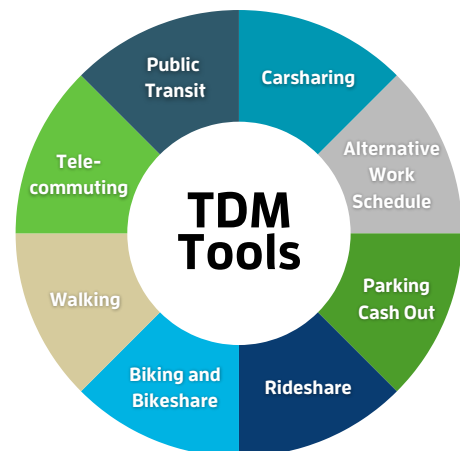
CATMA is one of two TMA's in Vermont and one of 125 in the country.



What is TDM?

The term 'transportation demand management' means the use of strategies to inform and encourage travelers to maximize the efficiency of a transportation system, leading to improved mobility, reduced congestion, and lower vehicle emissions, including strategies that use planning, programs, policies, marketing, communications, incentives, pricing, data and technology.

Definition as proposed by the Association for Commuter Transportation for federal law.



JOIN CATMA

Transportation Solutions for Businesses, Employers, Developers, and Property Managers

CATMA Membership provides access to a comprehensive set of managed programs and services that encourage, support, and track the use of sustainable mode usage.

Why Join?

- Reduce traffic congestion, parking costs, and carbon emissions
- Comply with local state requirements
- Demonstrate your commitment to the community



CATMA Transportation Coordinator Network provides an opportunity to learn about how transportation demand management (TDM) strategies can make your organization more competitive and efficient while helping to improve the sustainability of our community and environment!

Why Join?

- Learn and share strategies
- Get commuting resources
- Connect with peer organizations
- Promote your participation

**JOIN THE NETWORK
IT'S FREE!**

**CATMAVT.ORG/TCN
INFO@CATMAVT.ORG**

Contact

CATMA

20 West Canal St, Suite C9, Winooski, VT

802-881-0283

www.catmavt.org

info@catmavt.org

Follow Us



Tree Farm Management Group - Monthly Meeting

Date: Monday 1/12/26 at 6:00 PM

**Location: Police Department Conference Room
145 Maple Street, Essex Junction, VT 05452**

In attendance: Giles Willey, Maria Godleski, Ally Vile, Paul Benoit, Aaron Stewart, Harlan Smith, Wendee Pringle, Debbie Knakal,

Absent - Jim Goudie, Mike Nick, Mark Benjamin, Mark Brislin

AGENDA

Call to Order: 601 PM

Agenda Additions/Changes: 1/21 City Council Meeting

- 1. Public to be heard** - none present
- 2. BUSINESS ITEMS**
 - a. Approval of the December Meeting Minutes** [TFMG Meeting Minutes, December Approved 1.12.26.pdf](#) Giles motioned for the minutes to be approved. Harlan seconded this motion. All were in favor.
 - b. Reservation Packet Updates for 2026 season (Paul)** - Paul recommended changes which primarily consisted of ensuring we were referencing the Tree Farm Management Group (TFMG) and the Tree Farm Recreational Facility (facility) in the correct way in our reservation packet, rules & conditions and reservation & field use documents. Maria will make the changes supported by the TFMG. As a result of this review, Giles will look at steps to register Tree Farm Recreational Facility as a trademark.
 - c. Board member assignments (all)** - Earlier this year Sven Eklof had to take time away from his role as President of the TFMG due to personal reasons so Vice President James Goudie fulfilled those duties and Aaron Stewart of Essex United Soccer Club served as a director. Tonight Giles motioned to have Aaron Stewart serve as President. Maria seconded this motion. All were in favor. James Goudie was continued as VP after a motion by Ally which was seconded by Maria. All were in favor. Giles Willey was continued as Treasurer after a motion by Harlan which was seconded by Ally. All were in favor. Maria Godleski was continued as Secretary after a motion by Ally which was seconded by Harlan. All were in favor. Ally Vile agreed to continue as the Town representative. Wendee Pringle agreed to continue as the City Representative. Paul Benoit agreed to continue as a Neighbor Representative. All were in favor of them continuing. Mike Nick and

Mark Benjamin will be asked at the February meeting. Harlan and Mark Brislin serve at the pleasure of the Town and City. Giles will work with Aaron to update this with the State, the PO Box and our bank. Harlan will reach out to CTE/Essex High School about their staff serving on the TFMG.

3. Financial Review (Giles) [TF Financials January.26.pdf](#)

- a. **Financial updates** - We do not need additional nets at this time. Goals will be \$6,319.
- b. **Budget Approval** - Giles reviewed actual costs that were determined since the last meeting. Aaron made a motion that the budget be approved as proposed. Ally seconded this motion. All were in favor.
- c. **2026 Rates** - Giles made a motion that the hourly rate will remain as it was for 2025 at \$74/hour. The rate for Town of Essex and City of Essex Junction youth recreation players will remain \$16.50 per player. 2 day rental primarily used for weekend tournaments will increase from \$13,200 to \$13,900. The TFMG is still considering how and how much to increase rates to account for the Storm Water Utility Fee currently imposed by the City and to be imposed by the Town in the near future so the motion included the potential of an additional \$1/hour and \$.50/youth player in 2026 to cover this fee. Aaron seconded this motion. All were in favor. The TFMG projected a 2% increase in fees annually going forward. Amounts to be rounded up for ease of billing and budgeting.

4. Other -

- a. **Calendar (Ally)** - All calendar items for February addressed previously or in this meeting.
- b. **Bench for Charlie Lancaster (Giles/Ally)** - Giles will order a 6 foot bench which has a metal frame but composite form for \$1,100 plus shipping.
- c. **Adult Soccer Tournament (Mike)** - Mike was not present. Harlan shared the City has sent the tournament organizers additional direction regarding their request to sell alcohol. They need a local vendor with a liquor license.
- d. **1/21/26** - Jim, Giles and Maria to provide an update to the City Council on this date. Other TFMG will attend as able.

5. Additions to the Agenda -

- a. **Executive Session** - none occurred

6. Next Meeting & Adjournment - At 744 PM Maria motioned for the meeting to adjourn. Giles seconded this motion. All were in favor. Next meeting Wednesday 2/4/26 at 6 PM at the Town Offices Conference Room.

Brownell Library
Trustee Meeting Minutes

1/20/2026

Brownell Trustees in attendance: Sheila Porter Dottie Bergendahl, Jeanne Grant, Beth Custer, Helen Donahey, Karen Hergesheimer, Christine Packard, Alex Carmical, Jessica Dow, Venessa Luck,

Teen Trustee: Rhiannon Adams

Brownell Staff in Attendance: Wendy Hysko & Erna Deutsch

Meeting called to order at 7:00pm by Karen Hergesheimer.

Agenda changes or deletions:

Add carpet talk to old business.

Add ALA membership and new Brownell staff policy to new business

Public to be heard:

Bethany Clark joined the meeting.

Announcements:

Wendy is giving testimony for the Health and Human Services Committee about unhoused.

Minutes of December 16th, 2025:

Jeanne moved to accept the minutes, Sheila seconded.

Financial report:

Checking- \$2,058.20

CD -\$2956.27

Frost/Porter account- \$3,000

Rotary Welcome baby- \$65.50

Foundation holds- \$18,500 they spend \$500 for a PO Box

Sheila acknowledged the financial reports, Vanessa seconded.

Library director and staff report:

Programs- Adult and Kids working together to create programming

Trustees can help by promoting and attending programs.

VOKAL and KOHA systems work together to save the library money.

Committee report: No committees

Working groups:

100th party planning: Trustees were asked to think of ways they can help with planning the 100 year party in July. The kick off was a success with around 120 people attending

Sustainability- Trustee job description: Created job descriptions for filling board seats for both the permanent and voted in trustees. A new election will be held in April for an open seat. Vanessa moved to accept Trustee job descriptions and Sheila second.

Budget working group: nothing to report.

Foundation report: They met Saturday after the book donation. Approved the reimbursement for the kick off party but wanted it to be asked for in advance not after the event. The next book donation is February 3rd.

Staff/ Trustee bimonthly education- Venessa- Presented some things for the board to consider like how do we function as a group? And what is our individual role on the board?

Old Business:

Carpet update: No plan yet, Wendy will let the foundation know as soon as they get one.

New business:**Board officers vote:**

Chair- Karen (Thank You)

Vice Chair- Jeanne

Secretary of records- Sheila

Treasurer- Dottie

New Staff Policy: Staff and non profit MOU to ensure any non profit that gets created in the name of Brownell aligns with our goals.

ALA membership: Brownell has institutional account

Background checks: The city policy includes Brownell volunteers. Any board member that volunteers at the library will need to be background checked. We will create a trustee procedure to be background checked when joining the board.

Trustee gift/recognition policy: Moved to February's meeting due to time,

Adjournment: Sheila moved to adjourn the meeting at 9:10pm, Christine second, Meeting adjourned.

Submitted by Sheila Porter

POLICE COMMUNITY ADVISORY BOARD

January 20, 2026

POLICE COMMUNITY ADVISORY BOARD

REGULAR MEETING

MINUTES OF MEETING- DRAFT

January 20, 2026

POLICE COMMUNITY ADVISORY BOARD: Jenny Parker, Gwendolyn Evans, Dan Maguire, Nancy Bean, Christina Hagestad

ABSENT:

STAFF: Alyssa March- Community Liaison, Essex Police Department and Ron Hoague (EPD Chief)

ADMINISTRATION:

OTHERS PRESENT:

1. CALL TO ORDER

Chair Gwendolyn Evans called the meeting to order at 6:01pm.

2. AGENDA ADDITIONS/CHANGES

None

3. AGENDA APPROVAL

The agenda was approved.

4. PUBLIC TO BE HEARD

None

5. CONSENT ITEMS

a. The Board approved the Minutes for the December meeting.

6. BUSINESS ITEMS

a. Dan showed the Board one of his logo ideas and described the other one. Jenny informed the Board that she put together one based off Dan's and it was presented to the Board. The Board made a few adjustments to the logo and voted on using Jenny's. The Board is hoping to use this logo on shirts or pins so they can be identified at events. Christina shared that business cards would be a good idea to hand out and the Board agreed. The Chief shared again that there is money to purchase these items.

Alyssa shared that there is a potential new member going to the Selectboard at the end of the month. Alyssa will share an update with the Board after that.

Alyssa shared that she spoke with Community Outreach, Essex Rescue and Corporal Feit about PCAB wanting to speak with the elderly and the teens about what PCAB is. Jenny shared that after she is done with school in May, she would love to be in the high school and Dan agreed to go with her at some point. Gwendolyn and Nancy like the idea of PCAB being a part of community events involving the elderly.

b. Jenny shared that she reached out to the ten winners of the PCAB survey but has only heard from five. She stated that she will send a follow up email and give some time but if she does not hear back, Alyssa will select five new winners. The winners are able to pick up their gift cards at EPD.

c. The Chief asked for feedback for EPD's internal affairs policy. Jenny had some questions and the Chief answered that and thanked her for the feedback.

Alyssa shared that she resigned due but will be working part-time until EPD can find her replacement.

The Chief shared that two others resigned as well in the past two weeks. One dispatcher will now be part-time and one officer that has been with the PD for a long time left to focus on his business. The Chief then shared that one officer will be on leave for the National Guard, another officer is leaving on paternity leave, and another officer might be out on medical leave this year.

7. ADJOURN

A motion to adjourn was made by Gwendolyn. The motion was seconded and approved by the Board. The meeting adjourned at 7:05pm.

Respectfully submitted,

Alyssa March
Community Affairs Liaison

CITY OF ESSEX JCT TREE COMMITTEE MEETING 01/27/26 MINUTES.

IN ATTENDANCE: Nick Meyer, Warren Spinner, Steve Rivard, Max Seaton, Leslie Godring.

No additions to the agenda.

No Public Comments.

January 2025 Minutes Approved.

Tree Planting 2026 Locations Discussed

Tree City USA Application and TAC Annual Report Discussed

TAC Community Events Discussed: Dip and Bag, Arbor Day, City Tree Planting

Other items: Steve will take lead on organizing a tree walk to be hosted by Professor Declan McCabe at St Mike's date to be June 6 more details to follow.

Essex School Grant Project: Nick met with the students and advisor and will attempt to source trees from Gardner's Supply and Horsford's Nursery.

New TAC Members: Discussion about using Front Porch Forum and TAC website to solicit new members and volunteers. Warren to reach out to his acquaintance on Meadow Terrace who won the Awesome Tree Contest last year about joining the team.

Discussion about the ash tree removal on the Pearl Street median and future replanting of trees.

Adjourn