

City of Essex Junction

City Council Regular Meeting Agenda



WEDNESDAY, AUGUST 12, 2026 • 6:30 PM

Online & 2 Lincoln Street, Essex Junction, VT 05452

www.essexjunction.org • P: 802-878-6944

E: admin@essexjunction.org

This meeting will be in-person 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. **RECOGNITION**
 - a. Resolution of Appreciation Erna Deutsch
6. **BUSINESS ITEMS**
 - a. *Interview and Consideration of Appointment to the Police Community Advisory Board
 - b. Department Head Brief to Council with Essex Police Department's Chief Hoague
 - c. Police Community Advisory Board Update to Council
 - d. 2026 Legislative Update
7. **CONSENT ITEMS**
 - a. Approve Meeting Minutes: July 22, 2026 & July 28, 2026
 - b. Accept Land & Water Conservation Fund (LWCF) Grant for Cascade Park
 - c. Approve Essex High School Homecoming Bonfire Burn Permit Request
8. **COUNCIL MEMBER COMMENTS & CITY MANAGER REPORT**
9. **READING FILE**
 - a. Check Warrant #24125 July 24, 2026
 - b. July Financial Reports
 - c. Regional Boards and Committees Memo
 - d. Development Review Board Minutes, July 17, 2026
 - e. Tree Farm Management Group Minutes, July 13, 2026
 - f. Tree Advisory Committee Minutes, May 26, 2026
10. **EXECUTIVE SESSION**
 - a. *An Executive Session May Be Needed to Discuss the Appointment of Public Officials
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)**

August 26, 2026	October 14, 2026	*December 2, 2026
September 9, 2026	October 28, 2026	*December 16, 2026
September 23, 2026	*November 10, 2026	

City Council Rules for Public Participation

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.



MEMO

To: Essex Junction City Council
From: Regina Mahony, City Manager
Meeting Date: August 12, 2026
Agenda Item: Committee Appointment to the Police Community Advisory Committee

ISSUE: One position is still open on the Police Community Advisory Board

DISCUSSION: The following applicant is attending the meeting in person and is available for the City Council to interview.

Police Community Advisory Board (1 open position)

- Kolby LaMarche (In-Person)

Tim Charland's application is also in the packet. He interviewed in person on July 22, 2026.

RECOMMENDATION: It is recommended that the City Council enter Executive Session to consider an appointment to the Police Community Advisory Board.

RECOMMENDED MOTION: "I move that the City Council enter into executive session to discuss appointment of public officials, pursuant to 1 V.S.A. § 313(a)(3) to include the City Manager."

FOLLOWING EXECUTIVE SESSION:

"I make a motion to appoint (_____), to the Police Community Advisory Board for a 3-year term ending June 30, 2029."

ATTACHMENTS:

Kolby LaMarche Committee Application

Tim Charland Committee Application

[View results](#)

Respondent

45

Anonymous

24:03

Time to complete

1. Full name *

Kolby LaMarche

2. Phone number *

[REDACTED]

3. Email *

[REDACTED]

4. Address *

[REDACTED]

5. I am interested in applying for the *

(note: if you are interested in more than one, please complete a separate application for each committee):



Police Community Advisory Board

6. Have you previously or are you currently an appointed member to the position/committee you are wishing to be appointed to? *



Yes - Proceed to Question #7



No - Proceed to Question #12

New Committee Members

7. Why are you interested in joining this position/committee?

I was born and raised in the South End of Burlington and I have lived in Essex for the past four years.

Growing up in South Meadow, a low-income housing community, interactions with police were a regular part of life — something I witnessed, heard about, and/or experienced directly. What stayed with me was the tension between enforcement and resolution. When force was the right tool and when it wasn't, and how that line, drawn well or drawn poorly, shaped everything that followed for the people involved and the community, like myself, around them.

A younger me would have told you I wanted to be a police officer. That career hope faded, but my admiration for - and interest in - the profession grew stronger. Instead, I now work many different jobs from public affairs, to writing, and marketing.

I believe residents should have a genuine sense of agency over how their community is policed, that transparency isn't optional, and that when conflict arises, the path forward should run through the community whenever possible. I further believe it is residents duty to see that need be met, working collaboratively and proactively with law enforcement officers, state or local.

8. What about you education, experiences, and background will help you be a contributing member to this position/committee?

Before leaving Burlington High School early in my junior year for college, I completed Burlington Technical Center's Criminal Justice program, where I aided a first-year teacher, presenting regularly on curriculum covering fair and impartial policing, use of force, constitutional protections including speech and Fourth Amendment issues, relevant case law, as well as leading mock trials. I graduated early in that program as well.

Beyond that, my work in public affairs, research, and community engagement has given me a practical understanding of how institutions communicate with, and stay accountable to, the public. I know how to read policy, ask useful questions, and work through disagreements without making it personal.

9. What do you hope to accomplish during your term on this position/committee?

I want to serve the public, the board, in a straightforward way — I'd like to support work that provides the public with meaningful access to the board, knowledge and understanding of what it is and what it does, and that they feel heard when they engage with it.

I'd also like to bring a perspective that isn't always represented at this level of local government, especially in Vermont. I'm a member of Generation Z, a generation that has grown up with a particular relationship to policing, to accountability, and to what public institutions owe the people they serve and what we may owe them. I believe that view is worth having in the room.

10. Is there anything else you would like to say about your interest and application?

No answer provided.

View results

Respondent

44

Anonymous

13:21

Time to complete

1. Full name *

Tim F. Charland

2. Phone number *

[REDACTED]

3. Email *

[REDACTED]

4. Address *

[REDACTED]

5. I am interested in applying for the *

(note: if you are interested in more than one, please complete a separate application for each committee):

☒ Police Community Advisory Board

6. Have you previously or are you currently an appointed member to the position/committee you are wishing to be appointed to? *

☐ Yes - Proceed to Question #7

☒ No - Proceed to Question #12

New Committee Members

7. Why are you interested in joining this position/committee?

Giving back to the community

8. What about your education, experiences, and background will help you be a contributing member to this position/committee?

Retired Lieutenant-(24 years) Burlington Police. Retired Lieutenant (10.5 years) DMV Enforcement & Safety Division, State of Vermont. Graduate of the FBI National Academy. Lead Criminal Law Instructor for the Vermont Police Academy for over two decades. Trained in hostage/crisis negotiation and conflict resolution.

9. What do you hope to accomplish during your term on this position/committee?

Ability to offer my training and experience to the residents of Essex and the Essex Police Department to foster transparency, coordinated positive communication between citizens and police and strengthen public safety and trust.

10. Is there anything else you would like to say about your interest and application?

No answer provided.



MEMO

To: City Council
From: Ron Hoague, Chief of Police
Meeting Date: August 12, 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 Councilors. 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.)

- EPD continues to provide effective policing services to the City of Essex Junction. We currently stand at 25 full time sworn officers out of 31 authorized positions. We have hired 5 new officers in the last year while losing 3 to retirements and resignations. We also have 4 full-time dispatchers, 4 part-time police officers, 3 part-time dispatchers, 1 community affairs liaison and 3 administrative staff. We recently promoted Michael Chistolini to Lieutenant, joining Lt. Paul Courtois as second in command to the Chief.
- Last year, we formed a Crime Reduction team to not only seek to interdict the crimes and arrest offenders but also work with business owners and residents in crime prevention techniques. Officers have been working proactively to arrest offenders and have been successful in catching at least two offenders who were breaking into vehicles during the nighttime. We have seen a reduction in this type of activity.
- EPD upgraded all body cameras, in car cameras and Electronics Control Weapons (Tasers) this spring as they were in need of replacement.
- Traffic continues to be the greatest issue we face. Earlier this year, we worked with the City staff to enact the traffic calming policy along with increased enforcement efforts. We have assigned an officer to the traffic position.
- Working with Mark Brislin, we used the new traffic pattern to allow more visitors to use the 5 corners to see the Memorial Day parade and then enjoy vendors afterwards on Main Street. We are working with him now on further events as well as preparing for the Champlain Valley Fair.
- As you might be aware, the Essex Community Justice Center was closed on June 30th, and the responsibilities for Restorative Justice have been transferred to the new Chittenden County Community Justice Center (formerly Burlington CJC). This was a collaborative process to consolidate the four county CJC's after the State legislature made changes to the funding sources.
- The Community Outreach team continues to be an effective partner for EPD and the community. There are further funding changes that are being discussed with Howard Mental Health.
- Heart Wildlife (Joann Nichols) is still the contracted resource for animal control services for the City and Town. As a result of the death of a man from a dog attack, the Town is now seeking to make significant changes to their animal ordinance. If enacted by the Town, EPD may recommend the City follow suit after the changes are seen in practice and we can see judge the effectiveness of the new process.

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

- We have two police officer in training now and they will hopefully be released soon. We also have one other who is attending the Vermont Police Academy now and will graduate in November. We have increased our recruiting

efforts by naming a recruiting coordinator and using a vendor to produce video and images to be used in those efforts.

- The Town and City will be investing in the replacement of a radio console unit later this year. This is the 'brain' of our radio system that allows us to communicate and dispatch all the emergency services in Essex Town and the City of Essex Junction. It is past service life. The cost will be paid via capital funds.
- We plan to continue efforts to address traffic concerns by enforcement and education as well as working with the City Planning office and public works.
- The safety of attendees at City events is a point of concern for EPD and we are diligent in our planning to ensure everyone can enjoy them.

Anything you think the Council should know

- The Chittenden Humane Society is the contracted resource for housing dogs and other animals. We have recently learned that they are unwilling to take impounded dogs (those that are not surrendered or found at large) and we need to seek a more permanent solution to housing animals in all situations. This has been a problem for all Chittenden Police agencies for many years and was exacerbated two years ago when the one resource in Colchester went out of business. Working with the humane society, local law enforcement, and town and City governments, the Chittenden Regional Planning Committee has been suggested as an organization that might be able to work to solve this.

City of Essex Junction 2026 Legislative Updates

FOR CITY COUNCIL – AUGUST 12, 2025



— CITY OF —
**Essex
Junction**

2026 Legislative Session

This presentation is intended to highlight acts of particular relevant to Essex Junction.

This content relies heavily on the following two sources:

1. VLCT's 2026 Legislative Wrap Up –
<https://www.vlct.org/weeklylegislative-report/2026-legislative-wrap>
2. Department of Housing and Community Development 2026 Legislative Revisions Memo - <https://tinyurl.com/DHCD-legislative-report>

Planning, Zoning, Housing & Energy





Housing Omnibus – Act 179 (S.328)

Why It Matters

- Continues Vermont's housing production strategy
- Gives municipalities additional tools to support housing
- Expands local infrastructure financing
- Generally takes effect on July 1, 2026

MUNICIPAL IMPACTS

- Creates Special Assessment Bond authority – allows municipalities to fund public improvements within a defined area and repay those costs through special assessment rather than the municipal tax base
- Requires additional housing analysis in municipal plans – municipalities must reflect the housing targets and also the constraints on housing production and the actions we will take to address those constraints
- Continues zoning reforms – municipal bylaws must not exclude modular, manufactured, or prefabricated housing where residential development is allowed; and accessory dwelling units must be permitted without an owner-occupancy requirement

Other Impacts

- Off-Site Construction Accelerator Pilot – the State Treasurer will explore whether bulk purchasing, financial tools, and modular construction can reduce housing development costs statewide
- Creates a new report/study on corporate purchase of homes and common interest communities



Regional Planning and Act 250 Tier Jurisdiction – Act 152 (S.325)

Why It Matters

- Main purpose of bill was to repeal the road rule and Tier 3 – this policy change effects rural Vermont. Tier 1 remains for Downtown & Village Centers, Planned Growth Areas, and Village Areas. These are the same areas that establish Community Investment Designations.
- There is also a process for minor amendments for Regional Plans and more oversight over the Land Use Review Board.
- Regarding planning, another bill (Act 97, H.940), streamlines enhanced energy plan reviews within the regional and municipal plan review process rather than having a separate process with the Department of Public Service (PUC). Plans will be submitted to both the PUC and the Land Use Review Board (LURB) at the same time.

MUNICIPAL IMPACTS

- Extension of 2028 temporary Act 250 housing exemptions.
- The Act outlines the process for applying and enforcing prior Act 250 permit conditions for legacy permits in exempted areas.
- Creates a new report/study on policy approaches to limit housing permit appeals and discretionary reviews.



Municipal Regulation of Agriculture – Act 166 (H.941)

Why It Matters

- Clarifies and narrows municipal authority over agriculture in response to the VT Supreme Court's 2025 Taft St decision.
- Clarifies the Legislature's intent that municipalities generally may not regulate farming activities when those activities are subject to the state Required Agricultural Practices (RAPs).
- Establishes exceptions where municipal zoning authority is permitted for farms that meet the RAPs.
- Takes effect on July 1, 2026

MUNICIPAL IMPACTS

- Municipal zoning authority is allowed for the raising, feeding, and management of livestock on farms with fewer than one contiguous acre; and on 1 to 4 acres with sufficient land base for nutrient and waste management.
- Municipal bylaws may not prohibit or charge fees for keeping poultry for personal use, donation, or sale, and must allow at least 12 chickens (excluding roosters and ratites).
- Municipalities may consider parcel size to establish other limitations on the number of poultry birds.
- A bylaw may establish a numerical limit of any poultry to be fewer than the minimum number as enumerated in the RAPs Rule regardless of parcel size.
- No bylaw shall prohibit the cultivation or other use of land for growing plants, including for food, fiber, Christmas trees, maple sap, or horticultural, viticultural, and orchard crops. Cannabis and hemp are excluded from this exception.



Portable Solar Energy Devices – Act 149 (S.202)

Why It Matters

- The Act authorizes the installation of small plug-in solar devices up to 1,200 watts per electric meter without a Public Utility Commission permit. Safety and technical standards must be met.
- The devices are not eligible for net metering and exported electricity is not compensated.
- Takes effect on July 1, 2026

MUNICIPAL IMPACTS

- The law prohibits municipal regulation of these devices.
- The law prevents private deed restrictions that would prevent installation.



Potable Water Supply and Wastewater Connections – Act 174 (S.212)

Why It Matters

- Currently water and wastewater connections require review and permits at both the local and state level. This bill establishes a streamlined process for local permitting. This has been on the list of regulatory reform for housing development for quite some time.
- This will be implemented through rulemaking – ANR will publish the new general permit and guidance by December 1, 2027 with full implementation by January 1, 2028.

MUNICIPAL IMPACTS

- There will be a new general permit process for water and sewer connections and a revised municipal delegation model.
- Municipalities may request authority from ANR to conduct reviews and approve connections provided they meet state qualification and reporting requirements and comply with state permit standards.
- Greater deference will be given to licensed designers.
- Municipalities that administer this process can collect fees, but must submit documentation to ANR along with a \$100 processing fee.

Miscellaneous



Act 162 (H.935) Emergency Management



The Fire Chief is Designated as the Fire Warden

Act 162 changes 10 V.S.A. §2641(a): “The chief of the fire department, fire district, or private fire department with the jurisdictional responsibility to respond to a municipality, unorganized town, or gore is designated as the town forest fire warden and shall have the authority to exercise all the powers and duties of a town forest fire warden.”



Duties of a Fire Warden

Act 162 also clarifies and updates the duties and authorities of the town fire warden related to issuing burn permits, and reporting wildland fires and fires that threatened forest land, and the duties and authorities of the commissioner to ban burns for a specific period during periods of increased fire hazard or when the Department of Environmental Conservation has issued an Air Quality Alert due to forecasted ambient air quality. The commissioner may also take command and control of a forest fire in any municipality and act as incident commander over all other fire officials or delegate the authority to act as incident commander of a forest fire to another person or entity.

Capital Construction – Act 163 (H.952)

Why It Matters

- It clarifies that municipalities retain the authority to establish and operate local stormwater utilities even where regional stormwater utilities exist.
- Authorizes municipalities to base the fees on equivalent residential units or impervious surface.
- Also provides \$10 million for targeted clean water investments





FY27 Transportation Program – Act 168 (H.944)

Why It Matters

- The Transportation bill is a critical bill each year for state infrastructure including paving our Class 1 roads, funding state support for town highways, funding for GMT and bike/ped infrastructure, etc.
- The transportation fund has been underfunded due to lower gas tax revenues, combined with higher construction costs.
- Establishes a mileage-based user fee for fully electric vehicles – 1.4 cents per mile traveled, capped at \$178 annually. This is only for fully electric vehicles at this time, however it includes a study for implementing a similar system for hybrids and even fuel-efficient gas vehicles.

MUNICIPAL IMPACTS

- Clarifies that municipalities and partners who participate in a regional transit system may make voluntary contributions without affecting existing assessment formulas.



Education and Property Tax Reform – Act 170 (H.955)

Why It Matters

- Substantial Education and state property tax reforms
- The act does not require forced mergers
- New property tax classifications are established (homestead, non-homestead residential and non-homestead non-residential), but new tax rates are not yet set (will be done on or before October 1, 2028)

MUNICIPAL IMPACTS

- Continues implementation of Regional Assessment Districts – From VLCT: “For each RAD’s first full reappraisal, a municipality may conduct its reappraisal jointly with one or more other municipal members of the district; however, for all subsequent cycles, municipalities must conduct the simultaneous full reappraisals jointly with one or more other members.” Reappraisals must be done every 6 years. RAD boundaries that are aligned with school district boundaries will be proposed by the Commissioner of Taxes in a report to the legislature by December 15, 2029. The districts will take effect by January 1, 2031.
- From VLCT “In the future, property valuation appeals will be heard by Regional Assessment Appeals Boards made up of least one representative appointed from each member municipality plus one member per 1,000 parcels in the municipality. Hearings will be conducted by three-member panels, where not more than two of the three members can represent the municipality where the parcel is located. Staffing and funding for the regional board shall be provided by its member municipalities.”



Appropriations Bill – Act 144 (H.951)

Why It Matters

- This is the big budget bill

MUNICIPAL IMPACTS

- Creates the Local Option Municipal Transportation Special Fund – supported by local option tax cash receipts deposited in the PILOT special fund. When a surplus is achieved in this fund, three-fourths of the surplus are to be transferred to this new fund. This can be used for Class 1, 2 and 3 town highways, and will be apportioned and distributed in the same manner as town highway aid.

Other Legislation of Interest

- Act 96 (H.762) – Revamps a new County and Regional Governance Study Committee
- Act 176 (S.278) – establishes cannabis sales at events requiring permission from municipal cannabis control boards



Thank You



**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
MINUTES OF MEETING
July 22, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Tim Miller, Vice President; Bethany Clark, Clerk; Raj Chawla, Brian Shelden.

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

OTHERS PRESENT: Marcus Certa, Tim Charland, Eliana Fox, David Knox, Michael Miller, Reed Nye, Darren Schibler, 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

City Manager Mahony noted that the executive session for tonight should be removed, given that there are multiple applicants who will be interviewed at this meeting and the subsequent Council meeting.

3. APPROVE AGENDA

Councilor Shelden made a motion, seconded by Councilor Miller, to approve the agenda as amended (by removing the Executive Session). The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from Public

Elena Bourne spoke as the director art First Roods Wild Roots in Essex, a nature-based early education program serving children six weeks to five years old, and she noted that they recently relocated from Jericho to Maple Street in Essex Junction, and opened last week to families. She thanked the community for helping to ensure the move was smooth, including zoning staff and the Police Department. She said that one of the values of the organization is community and she hopes that they can build strong relationships with residents and other community organizations.

5. BUSINESS ITEMS

a. *Interview and Consideration of Appointment to Police Community Advisory Board

The Council interviewed Tim Charland for an open position on the Police Community Advisory Committee. The applicants spoke about their relevant experience, involvement in the community, qualifications, and interest in participating on the Police Community Advisory Committee. Councilors asked the applicant questions related to whether the applicant would be interested in serving on other committees.

b. Public Works Department Head Brief to Council

Public Works Superintendent Jones began by speaking about activities for the Public Works Department over the last six months. He noted that they had an active winter season due to high snowfall and challenges related to salt shortages and equipment repairs. He noted that the Crescent Connector project is almost completed except for certain outstanding record drawings. He spoke about the water meter changeout program and that it is almost completed. He spoke about activities over the next six months, which include the Railroad Avenue waterline project, the Main Street sidewalk replacement project, the anticipated arrival of two new dump trucks, and procurement for a sidewalk plow machine. He also summarized the Public Works Department Spotlight, speaking about staff, the Department's mission, goals, and objectives, and spoke about their achievements. Councilor Chawla spoke about the reduced salt application over the winter, saying that it worked well for his neighborhood, and asked if the City is contemplating continuing reduced salt application in areas of the City where it makes sense to do so. Public Works Superintendent Jones replied that yes, they are looking into strategies for continuing reduced salt application. Councilor Miller asked if machinery breakdown and repair will continue to be a struggle, and Public Works Superintendent Jones

replied that they have two dump trucks coming online in the fall, that they are still awaiting two additional dump trucks (which will likely be a two-year wait), and that they are anticipating a new loader next July. He said that they are doing their best with the equipment they have, and obtaining the new dump trucks will help significantly. Councilor Clark asked if the salt shortage will continue to be an issue this next winter, and Public Works Superintendent Jones replied that it is difficult to predict, but that they learned last winter that they can operate safely with reduced salt, and that the new public works facility will add to the City's salt storage capacity.

c. Discussion and Consideration of Setting the FY27 Tax Rate

Finance Director Morris began by noting that the tax rate used a preliminary grand list estimate but that due to the reappraisal process, they do not yet have a finalized grand list. She noted that after consulting with the Assessor's Office and other stakeholder partners, the City is moving forward with the same plan, which is to set the tax rate on the preliminary grand list and re-evaluate once the grand list is finalized in the fall if an adjustment to the tax rate is needed. She noted that they are seeing a 75% increase in the grand list total, of \$19.8 million compared to last year's \$11.3 million. She noted that the budget passed on Budget Day raised \$11,891,682 for property tax revenue for Fiscal Year 2027, and she noted tax stabilization agreements (with the Whitcomb Farm property), and veterans exemptions, which are both factored into the tax rate setting. She noted that taking this all together, the tax rate is currently 0.6007 per \$100 of assessed value on a property, which is a 40% decrease over last year. She said that in addition to this, the education tax rates for the City have decreased significantly. She said that the City will be including an insert into tax bills this year to review the rate-setting process and the timeline. She noted the General Fund tax rate, the tax agreement rate (which covers veterans exemptions), the penny for economic development, and the penny for social services grants. She said that the new average value of a property in the City is \$470,000, compared to the previous average of \$280,000. She said the total City tax being assessed on a \$470,000 property is just over \$2,900 for the year, which does not include education taxes or any state credits that might be applied to certain properties. She reiterated that they will have more information as the City moves through the reappraisal process and that tax bills will be prepared in the next several weeks.

City Manager Mahony noted the charter requirement for the City that tax bills are produced and mailed by August 15, and that the first installment of tax bills in the City are due September 15. She said that given this inflexibility, they must use the June 24th preliminary grand list to get tax bills mailed out according to charter requirements. Councilor Shelden asked how much the grand list would decrease due to grievance requests, and City Manager Mahony noted that there are around 400 grievance requests for the City and Town but that she does not know how that will impact the grand list at this juncture. She said the next step in the reappraisal process is to file the preliminary grand list by July 29, but that the City may ask for an extension of that deadline due to unresolved grievances. Councilor Shelden asked about the process for adjusting the tax rate if that is required once the grand list is finalized after reappraisal completion. Finance Director Morris said that the City will prepare revise bills (either for the entire City or certain properties who are affected), and that there would need to be a significant change in the grand list value to change the tax rate. Councilor Chawla noted that the penny on the tax rate for economic development increased significantly, and also noted that this is up for reauthorization in March and that they could potentially decrease this. He also said he hopes they can revisit the social services fund, especially given the large tax increase that will be occurring for the City as a whole. City Manager Mahony noted that the economic rate is for a 3-year time period, and that the social services rate will be an annual ask. Councilor Chawla asked how much effort it would take to produce a preliminary breakdown of the new commercial versus residential tax breakdown, and Finance Director Morris replied that they will produce this and will also include it as part of the insert mailing with new tax bills. Councilor Clark asked if the City has determined how the Economic Development Fund and the Social Services Fund will be used, and City Manager Mahony replied that the Economic Development Fund for FY27 will be used to pay the local match for the Amtrak station and the Main Street park projects.

Councilor Chawla made a motion, seconded by Councilor Miller, that the City Council approve the FY27 general tax rate at 0.6007 cents and tax agreement rate at 0.0007 cents, and move that the City

Council cancel the special meeting for tax rate setting on Monday, August 3, 2026. The motion passed 5-0.

d. Discussion and Consideration on the West Street Force Main Project Including a Necessity Resolution for a Bond Vote, Contract Amendment for Design Services, Clean Water Revolving Loan Fund Application Amendment, and Sanitation Capital Plan Amendment

Water Quality Superintendent Mandigo began by noting that the West Street Pump Station is currently under design and it was discovered that the Force Main, which takes the wastewater from the station to the facility to be treated, is undersized for future growth and will need to be upsized. She said that a bond vote will be necessary to do this, because the Sanitation Fund cannot support the cost of that \$2 million project. She said that at the prior City Council meeting there were questions about moving to a larger-sized pipe (the current ask is for a 10" pipe), and that a larger pipe will not substantially change the cost of the project and that there is still time to decide on a 10" or a 12" pipe.

Finance Director Morris spoke about bond capacity, noting that the City reached out to the Vermont Bond Bank to re-run a debt capacity analysis. She noted that this analysis is based on FY25 audited financial statements, but that additional debt of \$3.8 million and \$2 million for the pump station and force main project were factored in. She noted that the City doesn't currently have the capacity to incur additional debt payments, but that there is anticipated increased revenue not reflected in this analysis. She said that this would result in an increase to user fees of \$73 per average rate payer. She noted that \$48 of that is associated with the pump stations and \$25 is related to the force main project. She noted that this \$73 is on the full amount, but that the Town will be covering approximately 70% of this (pending actual measurements of output), so the ultimate impact to City ratepayers will be less than that. Councilor Chawla confirmed that these projects are occurring due to the age of current infrastructure and capacity issues. He said that because the capacity issue is due to increased development, he would like to see how the cost could be appropriately applied to developers instead of being borne solely by the community. Councilor Clark asked if there is an alternative plan if the bond vote fails, and City Manager Mahony replied that there is not currently an alternative, but if it fails, the City will figure out other possible avenues for funding. Water Quality Superintendent Mandigo noted that the pump station bond vote passed, but that there is still a \$2 million need for the force main project. Councilor Clark said that public education will be very helpful and necessary, to explain why the force main is needed, that the City's portion of the \$2 million will be around \$600,000. Councilor Chawla noted that the portion of Pearl Street between Susie Wilson Road and West Street will likely be developed faster than the Town's portion, which could affect the ratio of the bond cost shared between the City and the Town. City Manager Mahony noted that the Town has some growth plans for the Susie Wilson corridor, but that it is difficult to predict at this juncture. Councilor Shelden added that as new development is built, there will also be additional revenue coming in from new residents.

The following public comments were received:

- Marcus Certa said that the City is pursuing this both for future development but also to ensure that it has excess capacity for its current need (given that it is already at capacity with this pump station). Water Quality Superintendent Mandigo replied that these projects are attempts to be proactive. M. Certa asked if the Town has agreed to move forward with this, and Water Quality Superintendent Mandigo replied that the Town is committed to this project.

Councilor Miller made motion, seconded by Councilor Shelden, to authorize the City Manager to sign the amendment to the Engineer Services Agreement to include the West Street Force Main Replacement Project; further, to have the City Council sign the application to the Clean Water State Revolving Fund for the West Street Force Main Replacement Project; further, to amend the Fiscal Year 2027 Sanitation Capital Fund to include the West St Force Main Replacement Project; further, that the City Council approve the Resolution of Necessity for the West Street Force Main Replacement Project as presented in the attached Resolution for an amount of \$2,000,000. The motion passed 5-0.

e. Discussion and Consideration of Comprehensive Plan Update on Community Engagement and Input
Darren Schibler, Senior Planner & Project Manager with the Chittenden County Regional Planning Commission, began by noting that this is the first Comprehensive Plan update that Essex Junction will complete under its new City status. He provided an overview of the project timeline, noting that the planning process for updating the Comprehensive Plan began in early 2026, and that ultimate adoption of the plan is anticipated to occur in August of 2027. He noted that activities in the project timeline include reviewing existing plans, mapping and analysis, public engagement, policy updates and drafting the updated plan, and working sessions throughout with the Planning Commission. He spoke about public engagement activities, including review of prior engagement, the key themes and questions that have arisen from public engagement, the focus groups that have been convened, door-to-door business outreach, and web surveys on general themes, housing, and business.

D. Schibler provided detail on the approach for focus groups, as well as the topics discussed and feedback obtained from the housing-related focus group, energy and climate-related focus group, and the business owner outreach-related focus group. Councilor Shelden asked about participation in the housing focus group and whether it was skewed toward homeowners or renters, and D. Schibler replied that it was mostly homeowners, though there was some participation by renters. He noted that renters are generally more difficult to reach and engage with. He also noted that they tried to have the focus rooms in-person rather than online, which could have limited some of the participation. Councilor Clark encouraged an online option to further engage renters. D. Schibler said that there will be opportunities to discuss the housing issues at Planning Commission meetings (which have online options) and during broader public engagement with the draft plan.

D. Schibler then spoke about the plan drafting process, noting that the Planning Commission is holding monthly meetings to review new chapter material and review prior discussion on past chapter material, and that they meet with department heads, with other boards and committees, and conduct additional community outreach as needed. He asked if the City Council would like to be involved in the drafting process. City Council President Thibeault said it might be helpful for Councilors to attend Planning Commission meetings as members of the public, if they are interested in receiving updates. Councilor Chawla suggested that an executive summary to the City Council could be useful to keep the Council updated throughout the process. Councilor Clark said it would be good for the Council to become updated and involved when the project moves into the implementation phase. D. Schibler also noted that there will be discussions with the economic development consultant on the economic development content in the proposed updates.

f. Introduction of the Form-Based Code Proposed Amendments to the Land Development Code (a.k.a. Zoning Regulations)

Community Development Director Yuen noted that there is a set of land development code amendments working its way through the Planning Commission over the last six months. He noted that the biggest component of those amendments is to introduce form-based code. He noted that the impetus for the form-based code amendments comes largely from the Connect the Junction Transit Oriented Master Plan (which was adopted on December 17, 2025), and that these amendments are necessary to implement the Master Plan. He said that form-based code is meant to steer the direction of how new development can be made and what it will look like. He reminded the Council that the housing targets that came out of the housing needs assessment for Chittenden County is 32,000 new homes by 2050, with Essex Junction's target being 3,100 homes. He noted that a land capacity analysis was conducted that estimated that under existing zoning regulations along the Pearl Street corridor and in the City Center, there would be capacity to add around 1,144 new homes. He said that raising the height limit on buildings would add to that number. He noted that under the proposed zoning amendments, they would phase in the increased height limits in certain zoning districts.

Director Yuen provided a summary of the definition of form-based code, noting that conventional zoning regulates use (what activity is allowed on a property), and form-based code focus on the physical form of buildings and how they shape the public realm. He noted that the Development Review Board would shift

their review from whether projects are designed to be harmonious with their surroundings to reviewing projects against clear, measurable, objective standards, which are easier to apply consistently and are more predictable and defensible against challenges. He noted that the DRB's discretion is narrowed, but it still exists through the ability to grant waivers. He then briefly described what the form-based code standards cover. These include building height and how it relates to street width, residential adjacency, how buildings sit on lots and meet the setback, façade composition, articulation, and materials, parking placement and screening, and landscaping (through a points-based system). He noted that this does not change approvals for permitted and conditional use (which are still governed by the use chart), historic resources (which fall under HRO District rules), site plan review (which will still apply), and that the existing Design Review overlay district will remain but will have the VC and TOD Districts carved out. He spoke in further detail about and provided examples for each of the standards included in the form-based code. He spoke about public outreach efforts for form-based code, including an insert into utility bills, a news release, a summary in the July community newsletter, and a segment in the Junction City News. He then spoke about next steps in the process, including that the Planning Commission is reviewing drafts of the amendments and anticipates public hearings beginning in September, that the consulting team is working on renderings to illustrate the street room ratio for a Park Street example, and that questions and feedback are welcome throughout the process.

Councilor Chawla spoke about the section of Pearl Street between Champlain Valley Expo and Pearl Street Park, saying that it does not seem as though the lots will be deep enough to accommodate a 9-story plus one bonus story. He said it would be helpful to see examples of what could be possible. He said that focusing renderings on Park Street is good, but that it would also be important to see how these form-based code standards could be applied to areas with more residential adjacency. He also spoke about how this connects with the Comprehensive Plan updates and other activities. He noted that the City does not have a municipal parking plan, and does not yet know if it will need a municipal parking garage or paid parking, and expressed concern that development may occur that requires more parking than the City currently has. He also expressed interest in revisiting the topic of a rental registry. He noted that the City is not actively enforcing some of its zoning requirements, and expressed concern about staff capacity and readiness to implement. He further asked about whether amenities such as rooftop gardens or other third spaces are included in the requirements for new development. Director Yuen replied that there are no specifics about amenity requirements that have been added with this revision, which has primarily focused on the size and shape of buildings. He noted that there is a unit composition requirement to ensure that there is a certain percentage of units that are 2 bedrooms or more. He agreed that it would be useful for the City to look into municipal parking and consolidated parking.

The following public comments were received:

- David Knox asked about corner lots and how façade requirements will be determined. Director Yuen replied that the street-room ratio would apply to both sides, but there is a minimum right-of-way width assumption.

g. Discussion and Consideration of Pearl Street Pedestrian Crossing Scoping Study – Final Report and Endorsement of Preferred Alternative

Eliana Fox, a Transportation Planner with the Chittenden County Regional Planning Commission, presented the scoping study related to the Pearl Street Pedestrian Crossing. She began by noting that the project scope is to assess the possibility of a crosswalk on Pearl Street west of the Champlain Valley Exposition, and that the scope of work for consultants included a review of traffic, pedestrian, and crash data, a site visit and field measurements, an online survey to understand community needs, identification and evaluation of potential crossing locations, conceptual plans, and cost estimates for two potential locations. She noted that the project came out of both the Connect the Junction TOD project as well as repeated community requests for safer crossings. She noted that the City Engineer evaluated these potential crossings in 2012 and concluded that the conditions didn't meet VTrans crosswalk guidance at the time. She noted that the distance between crossings currently for that portion of Pearl Street is approximately a half mile, that there are two Green Mountain Transit route stops, and residential areas, parks, and community gardens in the area. She noted

that potential locations for crosswalks focused on areas around transit stops. She provided detail about the existing conditions on Pearl Street. She provided detail about public engagement to solicit feedback on this area and the project. She provided detail about pedestrian counts in the area included in the scoping study. She spoke about the criteria included in the VTrans crosswalk guidance, noting that it has a minimum crossing requirement of 20 pedestrians per hour. She noted the seven criteria used to evaluate potential new crosswalks, but noted that the criteria are used across the entire state and allows for some discretion for engineering. She reviewed the guidance and how the potential locations meet the criteria. She said that engineers believe that a crosswalk is a good approach due to access to transit, that pedestrian delay is risky, and that pedestrians need to traverse multiple lanes of traffic. She then provided an overview and provided details of the proposed alternatives, which include Alternative 1 (no build), Alternative 2 (crosswalk and RRFB at Willeys Corner), Alternative 3 (crosswalk and RRFB with Median at Willeys Court), Alternative 4 (crosswalk and RRFB near Complex 159), and Alternative 5 (crosswalk and RRFB with median near Complex 159). She noted that Alternatives 2-5 meet the purpose and need of the study by improving safety for pedestrians crossing Pearl Street so they can access transit, retail, places of employment, recreational areas, and other attractions. She noted that the median islands provide additional refuge for pedestrians but are costlier. She noted that the costs in the analysis are based on federal funding, and that if construction were to be done in-house, the costs would be lower. She noted that the report recommends Alternative 2, because it supports the City's long-term vision for pedestrian safety and connectivity, and meets the City's TOD goals, and that it has lower costs and fewer operational impacts than other alternatives.

Councilor Shelden asked if there was consideration given to bump-outs, which could also be a traffic calming measure. Director Yuen noted that there are bike lanes on both sides of the road in that area, so bump outs aren't feasible, but having a median as proposed in two of the alternatives would be a traffic calming measure. He noted that medians pose feasibility challenges for winter operations, emergency access, and being able to reconfigure the road to accommodate the Champlain Valley Fair at CVE. Councilor Miller said that RRFBs already in place in other locations seem to work well. Councilor Chawla noted that in general, the City will need to figure out how to implement traffic calming measures and accommodating winter operations. He also suggested lowering the speed limit all throughout the West Street extension to 25 miles per hour. City Manager Mahony said that they would need to research what is required around lowering the speed limit. Councilor Chawla also said that the fair and other CVE events only occur for a limited number of days per year, and that they could explore alternatives to managing flow if one of the alternatives in this study are implemented. Councilor Clark said that fair traffic is one of her concerns, but said that she supports having a crosswalk in this location and that reducing the speed in that area would be a good proposal to look into.

Councilor Miller made a motion, seconded by Councilor Shelden, that the City Council accept the Pearl Street Pedestrian Crossing Scoping Study, endorse Alternative 2 as the preferred alternative for implementation, and add the project to the capital project list, with Alternatives 3, 4, and 5 to be considered at a future date based on pedestrian crossing volumes, a re-evaluation of operational impacts, and improvements to the adjacent railroad crossing. The motion passed 5-0.

6. **CONSENT ITEMS**

- a. Approve Meeting Minutes – July 8, 2026
- b. Acting as the Liquor Control Commission – Approve Liquor/Tobacco Licenses
- c. Approve Amendment to Wastewater Capital Plan for Blowers and Clarifiers

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

7. **COUNCILOR COMMENTS & CITY MANAGER REPORT:** Councilor Miller spoke about the great event to celebrate the Brownell Library 100th birthday party. Councilor Miller also noted that National Night Out is on Tuesday, August 4th at the high school from 5:00 to 7:00 P.M., and that Essex Police Department hosts this event. City Manager Mahony spoke about Tuesday summer performances at Maple Street

Park. She also noted that Brownell Library will host a Teen Summer Reading Party on August 6 at 6:00 P.M., and a summer reading celebration on August 7th.

8. **READING FILE**

- a. Check Warrant #24122 – July 10, 2026
- b. June Financials
- c. Coming Together – A Substance Use Addiction Summit
- d. Planning Commission Minutes – July 2, 2026
- e. Board of Civil Authority/Board of Abatement Minutes – July 6, 2026

9. **EXECUTIVE SESSION**

- a. *An Executive Session may be needed to discuss the appointment of public officials **REMOVED FROM AGENDA**

No discussion. Item removed from agenda.

10. **ADJOURN**

Councilor Chawla made a motion, seconded by Councilor Miller, to adjourn the meeting. The motion passed 5-0 at 9:04 P.M.

Respectfully Submitted,
Amy Coonradt

**CITY OF ESSEX JUNCTION
CITY COUNCIL
SPECIAL MEETING
DRAFT MINUTES OF MEETING
July 28, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Tim Miller, Vice President; Bethany Clark, Clerk;
Raj Chawla, Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager

OTHERS PRESENT: None

1. CALL TO ORDER

City Council President Thibeault called the meeting to order at 6:00 P.M.

2. AGENDA ADDITIONS/CHANGES

None.

3. APPROVE AGENDA

Not needed.

4. PUBLIC TO BE HEARD

a. None

5. BUSINESS ITEMS

a. Discussion and Consideration of Application for Extension to File the Grand List

City Manager Mahony stated that this agenda item is to discuss and consider an application for a 60-day extension to file the grand list. City Manager Mahony explained that the assessor's office received about 400 grievance requests and needs more time to process them, noting that this extension was a common practice during reappraisals. The Town of Essex Selectboard also approved the same extension request at their July 27, 2026 meeting. There were no questions.

Councilor Miller made a motion, seconded by Councilor Shelden, to approve an application for a 60-day extension to file the grand list and authorize the City Council President to sign the application (Form PVR-4342). The motion passed 5-0.

6. CONSENT ITEMS

a. None

7. COUNCILOR COMMENTS & CITY MANAGER REPORT: None

8. READING FILE: None

9. EXECUTIVE SESSION: None

10. ADJOURN

Councilor Shelden made a motion, seconded by Councilor Clark, to adjourn the meeting. The motion passed 5-0 at 6:03 P.M.

Respectfully Submitted,
Regina Mahony



MEMO

To: City Council
From: Regina Mahony, City Manager
Meeting Date: August 12, 2026
Agenda Item: Accept Land & Water Conservation Fund (LWCF) Grant for Cascade Park

ISSUE: To consider acceptance of the Land & Water Conservation Fund (LWCF) Grant for Cascade Park.

DISCUSSION: On March 12, 2025 the City Council authorized EJRP to submit this 50% match application. The project was approved for a grant and we've now gone through the necessary state and federal reviews. The next step is to accept the grant.

As a reminder this is a summary of the project:

Cascade Park is a 10-acre, municipally owned and operated public park in Essex Junction. The park was twice a recipient of LWCF funding in the 70's and is currently in need of a major redevelopment. The underlay of the courts is in disrepair and the courts need to be dug up and replaced. This project will relocate the courts and will include nine pickleball, two tennis, and one basketball. Electrical service and lighting will be added and it will be the only facility in the City with lighted courts. The existing courts will be removed and become a multi-purpose field. The aging play structures will be replaced with a play structure, six-bay swingset, and a spinner. A small gravel parking area will be added with new stairs to access them. A facility with four individual stall bathrooms will be added as there are currently just port-o-potties for a busy park. The bathrooms will be maintained by staff.

Note that this grant is from Federal Funds and the grant agreement states "Recipients must comply with all applicable federal statutes, regulations, executive orders (EOs), Office of Management and Budget (OMB) circulars. Any inconsistency or conflict in Standard Terms and Conditions, Program-Specific Terms and Conditions, and any Special Award Conditions of the Award will be resolved according to the following order of precedence: federal laws, Executive Orders, federal regulations..." Given federal laws are listed first, and we have already reviewed our policies for the Amtrak grant I am comfortable moving forward with this grant.

COST:

The amount of the award is \$496,170.50, and the required match is for \$496,170.50. The match can be in-kind or cash. EJRP's match will come from in-kind support, capital plan funding, and Program Fund fund balance.

The budget increased as the cost of items were finalized in the grant submittal. We originally anticipated a match of \$424,263; but now the match is \$496,170.50. We have \$320K allocated in the EJRP Capital Plan over the next eight years for this (\$40K per year), which will cover the bulk of the expense. For the remaining \$176K of our share, \$25K is in-kind work we will do ourselves or with public works. The remaining \$151K would be from the Program Fund, assuming we do not increase the contribution from Capital.

RECOMMENDED MOTION:

"I authorize the City Manager to accept this grant and sign the grant agreement."

ATTACHMENTS:

Grant Agreement

STATE OF VERMONT GRANT AGREEMENT

Part 1-Grant Award Detail

SECTION I - GENERAL GRANT INFORMATION

¹ Grant #: 06130-LWCF-50-00697		² Original ☒ Amendment # ☐	
³ Grant Title: Cascade Park Redevelopment Project			
⁴ Amount Previously Awarded: \$0.00		⁵ Amount Awarded This Action: \$496,170.50	
⁶ Total Award Amount: \$496,170.50			
⁷ Award Start Date: 08/03/2026		⁸ Award End Date: 12/31/2028	
⁹ Subrecipient Award: YES ☒ NO ☐			
¹⁰ Supplier #: 40120		¹¹ Grantee Name: City of Essex Junction	
¹² Grantee Address: 2 Lincoln St			
¹³ City: Essex Junction		¹⁴ State: VT	
		¹⁵ Zip Code: 05452	
¹⁶ State Granting Agency: ANR Forests, Parks and Recreation			¹⁷ Business Unit: 06130
¹⁸ Performance Measures: YES ☒ NO ☐		¹⁹ Match/In-Kind: Description: 50% match of total project costs required - cash or in-kind	
²⁰ If this action is an amendment, the following is amended: Amount: ☐ Funding Allocation: ☐ Performance Period: ☐ Scope of Work: ☐ Other: ☐			

SECTION II - SUBRECIPIENT AWARD INFORMATION

²¹ Grantee Identifier [UEI] #: L116QGJM4RJ9		²² Indirect Rate: %		²³ FFATA: YES ☒ NO ☐	
²⁴ Grantee Fiscal Year End Month (MM format): 6		(Approved rate or current Federal de minimis)		²⁵ R&D: YES ☐ NO ☒	
²⁶ UEI Registered Name (if different than VISION Supplier Name in Box 11):					

SECTION III - FUNDING ALLOCATION

STATE FUNDS					Required Federal Award Information		
Fund Type	²⁷ Awarded Previously	²⁸ Award This Action	²⁹ Cumulative Award	³⁰ Special & Other Fund Descriptions			
General Fund			\$0.00				
Special Fund			\$0.00				
Global Commitment (non-subrecipient funds)			\$0.00				
Other State Funds			\$0.00				
FEDERAL FUNDS (includes subrecipient Global Commitment funds)							
³¹ ALN#	³² Program Title	³³ Awarded Previously	³⁴ Award This Action	³⁵ Cumulative Award	³⁶ FAIN	³⁷ Fed Award Date	³⁸ Total Federal Award
15.916	Land & Water Conservation Fund		\$496,170.50	\$496,170.50	P26AP01200	08/03/2026	\$496,170.50
³⁹ Federal Awarding Agency:		⁴⁰ Federal Award Project Descr:					
			\$0.00				
Federal Awarding Agency:		Federal Award Project Descr:					
			\$0.00				
Federal Awarding Agency:		Federal Award Project Descr:					
			\$0.00				
Federal Awarding Agency:		Federal Award Project Descr:					
			\$0.00				
Federal Awarding Agency:		Federal Award Project Descr:					
			\$0.00				
Federal Awarding Agency:		Federal Award Project Descr:					
Total Awarded - All Funds		\$0.00	\$496,170.50	\$496,170.50			

SECTION IV - CONTACT INFORMATION

^{nm} STATE GRANTING AGENCY	^{nm} GRANTEE
NAME: Lauren Pyle	NAME: Regina Mahony
TITLE: Outdoor Recreation Grants Manager	TITLE: City Manager
PHONE: (802) 636-7684	PHONE: (802) 878-1375
EMAIL: ANR.FPRRecreationGrants@vermont.gov	EMAIL: RMahony@essexjunction.org



Vermont Department of Forests, Parks & Recreation
*Agency of Natural Resources***GRANT AGREEMENT PART 2**

1. **Parties:** This is a Grant Agreement between the State of Vermont Department of Forests, Parks and Recreation, (hereinafter called "State") and City of Essex Junction with principal place of business at 2 Lincoln St, Essex Junction, VT 05452 (hereinafter called "Subrecipient").

It is the Subrecipient's responsibility to contact the Vermont Department of Taxes to determine if, by law, the Subrecipient is required to have a Vermont Department of Taxes Business Account Number.
2. **Subject Matter:** The subject matter of this Grant Agreement is the performance of outdoor recreation projects pursuant to the Land and Water Conservation Fund (LWCF) Act requirements, Public Law 88-578, Title 16, United States Code and applicable federal regulations, 36 CFR Part 59, which may include the acquisition, development, construction or reconstruction of public outdoor recreation areas. Specific details and scope of work to be performed by the Subrecipient are set forth in Attachment A.
3. **Maximum Amount:** In consideration of the scope of work to be performed, the State agrees to pay Subrecipient, in accordance with the payment provisions specified in Attachment B, a sum not to exceed \$496,170.50. Attachment B, Payment Provisions, provides details on how the Subrecipient will be reimbursed. This grant award cannot be used as match for the purpose of obtaining additional federal funds by the subrecipient without written approval from the State.
4. **Procurement:** The Subrecipient certifies that for any equipment, supplies, and/or services outside of their organization, that they have and will follow their procurement policy.
5. **Award Details:** Amounts, dates and other award details are as shown in the attached *Grant Agreement Part 1 – Grant Award Detail*. A detailed scope of work covered by this award is described in Attachment A.
6. **Amendment:** No changes, modifications, or amendments in the terms and conditions of this Grant Agreement shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the State and Subrecipient.
7. **Land and Water Conservation Fund Project Agreement Requirements:** Subrecipient shall comply with all requirements of the Land and Water Conservation Fund Project Agreement, Attachment D hereto. The Subrecipient will comply with all provisions outlined in Attachment D, substituting "Subrecipient" for "State" in every case.
8. **Continuing Assurances:** The Subrecipient specifically recognizes and agrees that the Land and Water Conservation Fund project creates an obligation to maintain the property described in the project agreement and the area depicted on the LWCF 6(f)(3) Project Boundary Map, Attachment E hereto, and to use such property and project only for public outdoor recreation purposes pursuant to the Land and Water Conservation Fund Act requirements and Attachment D to this Agreement. Subrecipient further agrees that the project and property depicted on the LWCF 6(f)(3) Project Boundary Map shall not be converted to other than public outdoor recreation use in perpetuity.



9. Cancellation or Termination: This Grant Agreement may be terminated in whole or in part only as set forth in the Land and Water Conservation Fund Project Agreement General Provisions, Part III.F, Attachment D hereto.

10. Statement for Loan Guarantees and Loan Insurance: The undersigned states, to the best of his or her knowledge and belief, that: If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

11. Attachments: This Grant consists of 56 pages including the following attachments that are incorporated herein:
 - Grant Agreement Part 1 – Grant Award Detail
 - Grant Agreement Part 2 – Grant Agreement
 - Attachment A - Scope of Work to be Performed
 - Attachment B - Payment Provisions
 - Attachment C - Standard State Provisions for Contracts and Grants
 - Attachment D – LWCF Notice of Award
 - Attachment E – Project Map / LWCF 6(f)(3) Boundary Map
 - Attachment F – Site Plans

12. Order of Precedence: Any ambiguity, conflict or inconsistency in the Grant Document shall be resolved according to the following order of precedence:
 - a) Grant Agreement Part 1 and Part 2
 - b) Attachment C
 - c) Attachment A
 - d) Attachment B
 - e) Attachment D
 - f) Attachment E
 - g) Attachment F

13. I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.



06130-LWCF-50-00697

WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS GRANT AGREEMENT.

By the State of Vermont:

Date: _____

Signature: _____

Danielle Fitzko, Commissioner

Department of Forests, Parks and Recreation

By the Subrecipient:

Date: _____

Signature: _____

Name: Regina Mahony

Title: City Manager



ATTACHMENT A SCOPE OF WORK TO BE PERFORMED

Project Overview:

The overall purpose of the Cascade Park Redevelopment Project is to upgrade the existing playground, tennis, pickleball, basketball courts and install a new accessible parking area, restroom facility and lighting at Cascade Park at 29 Cascade Street in the city of Essex Junction, Vermont. The goals of this project are to increase accessibility and redevelop aging structures that are at the end of their useful life and can no longer be sustainably maintained. Site locations are generally depicted on the map in Attachment E- Project Map / LWCF 6(f)(3) Boundary Map.

This agreement provides funding to contribute to the completion of the project components outlined below. The Subrecipient shall use grant funds to cover services and costs associated with the project components as outlined in the Project Budget found in Attachment B.

The Subrecipient shall provide the following:

1. Project Components:

- a. Install temporary signage to indicate LWCF funding from Outer Continental Shelf receipts, showing the percentage and dollar amounts of federal and non-federal contributions. Such temporary signage shall be placed at the initiation of construction and remain until the project is completed.

- i. Temporary signs must be at least 2 feet by 3 feet unless prohibited by local ordinances. Signs must include the LWCF logo, funding source, percentage, and dollar amounts of all federal, state, and local funds, indicate whether the project involves acquisition, development, or both, and may acknowledge both NPS and the responsible state agency. The required format is:

THE CITY OF ESSEX JUNCTION

Public Outdoor Recreation Site Development Aided by the Federal

LAND AND WATER CONSERVATION FUND

Administered by the National Park Service

U.S. Department of the Interior

Funding

LWCF 50% \$496,170.50

City of Essex Junction 50% \$496,170.50

Total Project \$992,341.00

Source of funding includes monies derived from Outer Continental Shelf Federal Receipts

- b. Remove existing playground and install a new 10,300 sq-ft play area with safety chip surfacing. The play equipment will include elements such as: swings (including adaptive swing), slides (including adaptive slide), ramp, climbing element, and interactive panels.
 - c. Install new bathroom facility with 4 individual accessible stalls.



- i. Connect city water and sewer.
 - ii. Install electrical wiring and panel within bathroom building electrical closet. Electric will run to bathrooms, courts, and pavilion lighting.
 - iii. An accessible path will also be installed connecting the multi-use court to the new bathroom facility.
 - d. Remove existing basketball courts and replace with a 29,800 sq-ft multi-use grass field with baseball backstop. Install two 4-foot by 3-foot signs that outline rules, hours of usage, and facility rental information. Install at least 4 bike racks.
 - e. Install a 38,000 sq-ft multi-use court with 2 tennis courts, 9 pickleball courts, and 1 basketball court to replace existing baseball field. Surfacing will be asphalt base with a sportex color coating.
 - i. Installation will include at least 14 LED court lights on poles, netting, posts, dividers, hoops, and fencing.
 - ii. Repurpose 2 existing baseball dug outs to courtside shade structures by replacing roofs and painting the structures.
 - f. Install a 10-car gravel parking area with an entrance off of Treatment Plant Road with an ADA gravel walkway. At least one parking space will be accessible.
 - g. Complete tree landscaping including at least 2 trees planted along Cascade Street and 2-3 trees in playground area. New trees and locations identified and planted by City Tree Advisory Committee.
2. Metrics to Track:
- a. Number of sq-ft of new play area installed.
 - b. Number of play area elements.
 - c. Number of adaptive play area elements.
 - d. Number of bathroom stalls installed.
 - e. Number of new courts installed.
 - f. Number of new parking spots installed.
3. Deliverables to share as separate digital files:
- a. Photos to document pre-improvements, construction/improvement site work, and the completed project components.
 - b. Completed LWCF Post Completion Inspection Report.
 - c. Reaffirmation of the 6(f)(3) Boundary.
4. Project completion requirements:
- a. Project components and deliverables to share as separate digital files listed above.
 - b. Final project performance report, in format provided by the State, to summarize the completion of project components listed above (successes and failures).



- c. Final reimbursement request in accordance with payment provisions found in Attachment B.

5. Other Provisions:

- a. Complete the work in compliance with and accordance with the requirements of:
 - i. Attachment D, the Land and Water Conservation Fund Project Agreement. The Subrecipient will comply with all provisions outlined in Attachment D, substituting “Subrecipient” for “State” in every case.
 - ii. The Land and Water Conservation Fund State Assistance Program.
 - iii. Approved architectural/engineering construction plans and specifications for the project.
 - iv. All applicable Federal, State, and local laws and regulations.
- b. Submit Vermont Agency of Natural Resources Project Review Sheet or Permit Navigator Report to the State prior to start of any construction activities and obtain all required permits or clearances for projects outlined in this agreement prior to the commencement of work.
- c. Retain records associated with this agreement. The Subrecipient shall retain copies of permits with records associated with this agreement for a minimum of three (3) years from the end of the Grant period and submit them to the State prior to reimbursement when requested.
- d. Provide for and maintain competent and adequate architectural/engineering design, project supervision and inspection at the construction site to ensure that the completed work conforms with the approved plans and specifications.
- e. Seek written pre-approval from the State for modifications to routes, construction, and/or maintenance project components in this agreement and their locations due to variations in terrain. The scope and drawings in this Agreement portray an ideal situation. Minor adjustments which result in an equivalent end product shall be allowed following State approval.
- f. Procurement Procedures: The Subrecipient may follow its own established written procurement procedures and standard bid processes if such procedures and processes meet: (1) the Federal LWCF Provisions found in this agreement, in Attachments D and E; (2) the State’s procedures found in the State of Vermont Agency of Administration Bulletin No. 3.5, Procurement and Contracting Procedures, online at: <https://aoa.vermont.gov/bulletins/3point5>; and, (3) the Subrecipient has a process to solicit price quotations from at least three potential vendors known to provide the specified services or products and retains written documentation of solicitation and quotes, and obtains optimal solutions at reasonable prices through procurement procedures that: (1) are efficient and cost effective, (2) promote fair and open competition, (3) guard against favoritism, fraud, and corruption, and (4) protect the interest of the State and its taxpayers. These written procurement procedures and standard bid processes must exist prior to the start date for this agreement listed in Part 1.
- g. The Subrecipient is responsible for including requirements in this Grant, in any Sub-Agreements or Sub-Contracts for any Subgrantees or Subcontractors performing work under this agreement, including, but not limited to those provisions regarding Sub-Agreements listed in paragraph 19 of Attachment C, and provisions listed in other Federal Provisions in Attachments D, attached hereto.
- h. Davis-Bacon Act: The subrecipient will comply with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a 7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act (40.327-333)), regarding labor standards for federally assisted construction sub agreements.



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- i. Buy America, Build America (BABAA): This project is funded in part by a grant from National Park Service (NPS), Land and Water Conservation Fund (LWCF), and is an “infrastructure project” according to NPS definitions. In accordance with the requirements of the grant the work shall be governed by the requirements of the Build America, Buy America Act (BABAA), under Title IX of the Infrastructure Investment and Jobs Act, Pub. L. 177-58. Contractor shall certify upon completion that all work and materials have complied with BABAA requirements.
- j. Leins: Subrecipient will discharge any and all contractors or mechanics’ liens imposed on the property of the State through the actions of the subcontractors.
- k. Cost of Materials: Subrecipient will not buy any materials and resell to the State at a profit.
- l. Submit a progress report with each request for reimbursement on a template provided by the State. In the event that the Subrecipient does not request reimbursement within one year of the grant start date, an annual performance report shall be submitted to the State Program Manager within one year of the grant start date to report project progress and annually henceforth until work in this agreement is completed. The State may conduct a site visit to evaluate project progress during the term of this agreement.
- m. Following completion of the Project Components and associated work (described in Attachment A, number 1), submit a final project performance report attesting to project completion.
- n. Prior Approval/Review of Releases: Any notices, information pamphlets, press releases, research reports, or similar other publications prepared and released in written or oral form by the Subrecipient under this Grant Agreement shall be approved/reviewed by the State prior to release.



ATTACHMENT B PAYMENT PROVISIONS

1. LWCF is a reimbursable grant program. The Subrecipient must pay 100% of the cost of eligible items prior to submitting a reimbursement request. All project expenditures submitted to the State for reimbursement must be for direct project costs on allowable activities for work specified in this Agreement. The Subrecipient agrees to comply with the Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the Cost Principles outlined in 2 CFR 200 and Chapter 5 and Chapter 7 Section D of the [LWCF Federal Financial Assistance Manual](#).
2. The project budget as proposed and agreed upon by the Subrecipient and the State is:

Expense Descriptions	Total Cost	Costs Not Allowable for Participation	Total Allowable Costs
Administration/Permitting/Legal/Planning	\$34,261.00		\$34,261.00
Construction/Sitework	\$958,080.00		\$958,080.00
	Total Cost	Total Costs Not Allowable for Participation	Total Allowable Costs
	\$992,341.00	\$0.00	\$992,341.00
Total Federal Assistance Requested	\$496,170.50		
Match Rate	50%		

3. Budget modifications in any grant-funded category identified in Project Budget that are at or above 25% of the estimated budget for that category will require written State approval prior to finalizing any budget alterations or expending said funds. Subrecipient shall also notify at least 30 days prior to end of performance period and State shall approve in writing any grant-funded budget category where reported expenditures will be zero at the end of the performance period.
4. Pre-award costs are allowable for costs incurred beginning August 3, 2026, the date of National Park Service approval.
5. Subrecipients must contribute at least 50% of the total project cost in match, as shown on page one of this agreement. with each reimbursement request through cash or in-kind contributions as documented from state, local, or private sources. Federal match contributions need prior FPR approval. If extenuating circumstances prevent a Subrecipient from adhering to this, please email the Recreation Grants Inbox (ANR.FPRRecreationGrants@vermont.gov.)
6. The State agrees to reimburse the Subrecipient for work performed up to the maximum grant provided such work is within the scope of the grant and is authorized and approved by the State. 10% of the maximum grant amount may be withheld from the Subrecipient until the project is completed and a final performance report is received and approved by the State. Failure to complete the project as specified in this agreement may result in denial of payment or the Subrecipient may be required to repay funds issued under this Agreement.
7. All project expenditures submitted to the State for reimbursement must be for direct project costs on allowable activities for the project specified in this agreement, Attachment A, paragraph 2.
8. If the work described in any invoice as provided by the Subrecipient, has not been completed to the satisfaction of the State, as determined by the State's Grant Manager listed below, the State reserves the right



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to withhold payment until the invoiced work has been satisfactorily completed. Overdue balances resulting from non-payment for unsatisfactory work will not be subject to interest or finance charges.

9. The State shall not be responsible for any other expenses of the Subrecipient

10. To request reimbursement, the Subrecipient shall submit the following to the State:

- An invoice containing at minimum a unique invoice number, invoice date, Subrecipient name and address, and itemization of charges.
- Supporting documentation for all expenses and match, including copies of invoices, labor reports forms, timesheets or other acceptable timekeeping records. Statements or invoices with donated services shall clearly indicate that the donation was made for the specific project component specified in this agreement. Donation documentation must include the donor's signature.
- A Progress Report on a template provided by the State.

Reimbursement Request Submissions: The Subrecipient shall submit the items listed above by E-mail to the Recreation Grants Inbox at:

ANR.FPRRecreationGrants@vermont.gov.

In the event that the Subrecipient cannot submit invoices by E-mail, invoices shall be mailed to:

Vermont Department of Forests, Parks and Recreation
Division of Land Administration and Recreation
Outdoor Recreation Grants Team
1 National Life Drive, Davis 2
Montpelier, VT 05620-03801

11. Reimbursement requests shall be submitted no more than once every three months (or quarterly). If extenuating circumstances prevent a Subrecipient from adhering to this, please email the Recreation Grants Inbox (ANR.FPRRecreationGrants@vermont.gov). A final reimbursement request shall be submitted to the State within 90 days of the grant agreement end date.
12. The Subrecipient shall maintain supporting documentation of the procurement of all labor and materials associated with this agreement in accordance with the Office of Management and Budget (OMB) 2 CFR Part 200 for all costs and match reported against this agreement. In-kind match documentation must show that the donation was made specifically for the project funded in this agreement. The Subrecipient shall maintain all records pertaining to this agreement for a period of three years from the State's date of submission of the final expenditure report against the federal grant noted on Part 1, page 1, of this agreement. The State will provide this date to the Subrecipient upon request.



ATTACHMENT C: STANDARD STATE PROVISIONS FOR CONTRACTS AND GRANTS

Revised: February 13, 2026

1. **Definitions:** For purposes of this Attachment, “Party” shall mean the Contractor, Grantee, or Subrecipient, with whom the State of Vermont is executing this Agreement and consistent with the form of the Agreement. “Agreement” shall mean the specific contract or grant to which this form is attached.
2. **Entire Agreement:** This Agreement, whether in the form of a contract, State-funded grant, or Federally-funded grant, represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. Where an authorized individual is either required to click-through or otherwise accept, or made subject to, any electronic terms and conditions to use or access any product or service provided hereunder, such terms and conditions are not binding and shall have no force or effect. Further, any terms and conditions of Party’s invoice, acknowledgment, confirmation, or similar document, shall not apply, and any such terms and conditions on any such document are objected to without need of further notice or objection.
3. **Governing Law, Jurisdiction and Venue; No Waiver of Jury Trial:** This Agreement will be governed by the laws of the State of Vermont without resort to conflict of laws principles. Any action or proceeding brought by either the State or the Party in connection with this Agreement shall be brought and enforced in the Superior Court of the State of Vermont, Civil Division, Washington Unit. The Party irrevocably submits to the jurisdiction of this court for any action or proceeding regarding this Agreement. The Party agrees that it must first exhaust any applicable administrative remedies with respect to any cause of action that it may have against the State regarding its performance under this Agreement. Party agrees that the State shall not be required to submit to binding arbitration or waive its right to a jury trial.
4. **Sovereign Immunity:** The State reserves all immunities, defenses, rights, or actions arising out of the State’s sovereign status or under the Eleventh Amendment to the United States Constitution. No waiver of the State’s immunities, defenses, rights, or actions shall be implied or otherwise deemed to exist by reason of the State’s entry into this Agreement.
5. **No Employee Benefits For Party:** The Party understands that the State will not provide any individual retirement benefits, group life insurance, group health and dental insurance, vacation or sick leave, workers compensation or other benefits or services available to State employees, nor will the State withhold any state or Federal taxes except as required under applicable tax laws, which shall be determined in advance of execution of the Agreement. The Party understands that all tax returns required by the Internal Revenue Code and the State of Vermont, including but not limited to income, withholding, sales and use, and rooms and meals, must be filed by the Party, and information as to Agreement income will be provided by the State of Vermont to the Internal Revenue Service and the Vermont Department of Taxes.
6. **Independence:** The Party will act in an independent capacity and not as officers or employees of the State.
7. **Defense and Indemnity:**
 - A. The Party shall defend the State and its officers and employees against all third-party claims or suits arising in whole or in part from any act or omission of the Party or of any agent of the Party in connection with the performance of this Agreement. The State shall notify the Party in the event of any such claim or suit, and the Party shall



immediately retain counsel and otherwise provide a complete defense against the entire claim or suit. The State retains the right to participate at its own expense in the defense of any claim. The State shall have the right to approve all proposed settlements of such claims or suits.

- B. After a final judgment or settlement, the Party may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The Party shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the Party in connection with the performance of this Agreement.
 - C. The Party shall indemnify the State and its officers and employees if the State, its officers, or employees become legally obligated to pay any damages or losses arising from any act or omission of the Party or an agent of the Party in connection with the performance of this Agreement.
 - D. Notwithstanding any contrary language anywhere, in no event shall the terms of this Agreement or any document furnished by the Party in connection with its performance under this Agreement obligate the State to (1) defend or indemnify the Party or any third party, or (2) otherwise be liable for the expenses or reimbursement, including attorneys' fees, collection costs or other costs of the Party or any third party.
- 8. Insurance:** During the term of this Agreement, Party, at its expense, shall maintain in full force and effect the insurance coverages set forth in the Vermont State Insurance Specification in effect at the time of incorporation of this Attachment C into this Agreement. The terms of the Vermont State Insurance Specification are hereby incorporated by reference into this Attachment C as if fully set forth herein. A copy of the Vermont State Insurance Specification is available at: <https://aoa.vermont.gov/Risk-Claims-COI>.
- 9. Reliance by the State on Representations:** All payments by the State under this Agreement will be made in reliance upon the accuracy of all representations made by the Party in accordance with this Agreement, including but not limited to bills, invoices, progress reports, and other proofs of work.
- 10. False Claims Act:** Any liability to the State under the Vermont False Claims Act (32 V.S.A. § 630 et seq.) shall not be limited notwithstanding any agreement of the State to otherwise limit Party's liability.
- 11. Whistleblower Protections:** The Party shall not discriminate or retaliate against one of its employees or agents for disclosing information concerning a violation of law, fraud, waste, abuse of authority, or acts threatening health or safety, including but not limited to allegations concerning the False Claims Act. Further, the Party shall not require such employees or agents to forego monetary awards as a result of such disclosures, nor should they be required to report misconduct to the Party or its agents prior to reporting to any governmental entity and/or the public.
- 12. Use and Protection of State Information:**
- A. As between the State and Party, "State Data" includes all data received, obtained, or generated by the Party in connection with performance under this Agreement. Party acknowledges that certain State Data to which the Party may have access may contain information that is deemed confidential by the State, or which is otherwise confidential by law, rule, or practice, or otherwise exempt from disclosure under the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 et seq. ("Confidential State Data").
 - B. With respect to State Data, Party shall:
 - i. take reasonable precautions for its protection;



- ii. not rent, sell, publish, share, or otherwise appropriate it; and
 - iii. upon termination of this Agreement for any reason, Party shall dispose of or retain State Data if and to the extent required by this Agreement, law, or regulation, or otherwise requested in writing by the State.
- C. With respect to Confidential State Data, Party shall:
- i. strictly maintain its confidentiality;
 - ii. not collect, access, use, or disclose it except as necessary to provide services to the State under this Agreement;
 - iii. provide at a minimum the same care to avoid disclosure or unauthorized use as it provides to protect its own similar confidential and proprietary information;
 - iv. implement and maintain administrative, technical, and physical safeguards and controls to protect against any anticipated threats or hazards or unauthorized access or use;
 - v. promptly notify the State of any request or demand by any court, governmental agency or other person asserting a demand or request for Confidential State Data so that the State may seek an appropriate protective order; and
 - vi. upon termination of this Agreement for any reason, and except as necessary to comply with subsection B.iii above in this section, return or destroy all Confidential State Data remaining in its possession or control.
- D. If Party is provided or accesses, creates, collects, processes, receives, stores, or transmits Confidential State Data in any electronic form or media, Party shall utilize:
- i. industry-standard firewall protection;
 - ii. multi-factor authentication controls;
 - iii. encryption of electronic Confidential State Data while in transit and at rest;
 - iv. measures to ensure that the State Data shall not be altered without the prior written consent of the State;
 - v. measures to protect against destruction, loss, or damage of State Data due to potential environmental hazards, such as fire and water damage;
 - vi. training to implement the information security measures; and
 - vii. monitoring of the security of any portions of the Party's systems that are used in the provision of the services against intrusion.
- E. No Confidential State Data received, obtained, or generated by the Party in connection with performance under this Agreement shall be processed, transmitted, stored, or transferred by any means outside the United States, except with the express written permission of the State.
- F. Party shall notify the State within twenty-four hours after becoming aware of any unauthorized destruction, loss, alteration, disclosure of, or access to, any State Data.
- G. State of Vermont Cybersecurity Standard Update: Party confirms that all products and services provided to or for the use of the State under this Agreement shall be in compliance with State of Vermont Cybersecurity Standard Update in effect at the time of incorporation of this Attachment C into this Agreement. The [State of Vermont Cybersecurity Standard Update](https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives) prohibits the use of certain branded products in State information systems or any vendor system, and a copy is available at: <https://digitalservices.vermont.gov/cybersecurity/cybersecurity-standards-and-directives>
- H. In addition to the requirements of this Section 12, Party shall comply with any additional requirements regarding the protection of data that may be included in this Agreement or required by law or regulation.



13. Records Available for Audit: The Party shall maintain all records pertaining to performance under this Agreement. "Records" means any written or recorded information, regardless of physical form or characteristics, which is produced or acquired by the Party in the performance of this Agreement. Records produced or acquired in a machine-readable electronic format shall be maintained in that format. The records described shall be made available at reasonable times during the period of this Agreement and for three years thereafter or for any period required by law for inspection by any authorized representatives of the State or Federal Government. If any litigation, claim, or audit is started before the expiration of the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

14. Nondiscrimination:

- A. **Fair Employment Practices and Americans with Disabilities Act:** Party agrees to comply with the requirement of 21 V.S.A. Chapter 5, Subchapter 6, relating to fair employment practices, to the full extent applicable, and shall include this provision in all subcontracts for work performed in Vermont. Party shall also ensure, to the full extent required by the Americans with Disabilities Act of 1990, as amended, that qualified individuals with disabilities receive equitable access to the services, programs, and activities provided by the Party under this Agreement.
- B. **IT Accessibility Standards:** Party acknowledges and agrees that any digital products, services, and content provided under this Agreement, whether supporting State programs or intended for the State's use, must adhere to the State's accessibility standards and guidelines as established by Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (28 CFR Part 35) (hereinafter, for purposes of this subsection B, the "Rule"). The Rule requires communication and content on web platforms and mobile applications to meet or exceed specific success criteria and conformance requirements. The Rule applies to websites, software applications, electronic reports and output documentation, and training delivered in electronic formats (including, but not limited to, documents, videos, and webinars), and other digital content. Information concerning the Rule and the State's Universal Digital Accessibility resources are available on the [State's Communications and Marketing Office](https://cmo.vermont.gov) website at: <https://cmo.vermont.gov>.
- i. Party warrants that the software, products, services, or subscriptions provided under this Agreement, whether supporting State programs or intended for the State's use (hereinafter, for purposes of this subsection B, "Products") comply with the Rule and agrees to defend, indemnify, and hold harmless the State against any claims related to a Product's non-compliance with the Rule.
 - ii. When updates or upgrades are made to the Products available through this Agreement, the Party agrees:
 - a) to develop functionality that supports accessibility in conformance with the Rule and, if any issues arise due to nonconformance with the Rule, to provide alternative solutions upon request at no additional cost to the State; and
 - b) to document how the changes will impact or improve the Product's accessibility and usability. This documentation, upon request, must be provided to the State in advance of the update or upgrade, occurring within an agreed timeframe sufficient for the State to review the changes and either approve them or request a remediation plan from the Party.



iii. If agreed-upon updates fail to improve the Product's accessibility or usability as planned, such failure shall be a material breach of this Agreement.

- 15. Offset:** The State may offset any sums which the Party owes the State against any sums due the Party under this Agreement; provided, however, that any offset of amounts due the State of Vermont as taxes shall be in accordance with the procedures more specifically provided in 32 V.S.A. § 3113.
- 16. Taxes Due to the State:** Party certifies under the pains and penalties of perjury that, as of the date this Agreement is signed, the Party is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due the State of Vermont.
- 17. Taxation of Purchases:** All State purchases must be invoiced tax free. An exemption certificate will be furnished upon request with respect to otherwise taxable items.
- 18. Child Support:** (Only applicable if the Party is a natural person, not a corporation or partnership.) Party states that, as of the date this Agreement is signed, Party is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order. Party makes this statement with regard to support owed to any and all children residing in Vermont. In addition, if the Party is a resident of Vermont, Party makes this statement with regard to support owed to any and all children residing in any other state or territory of the United States.
- 19. Sub-Agreements:** Party shall not assign, subcontract, or subgrant the performance of this Agreement or any portion thereof to any other Party without the prior written approval of the State. Party shall be responsible and liable to the State for all acts or omissions of subcontractors and any other person performing work under this Agreement pursuant to an agreement with Party or any subcontractor.
 In the case this Agreement is a contract with a total cost in excess of \$250,000, the Party shall provide to the State a list of all proposed subcontractors and subcontractors' subcontractors, together with the identity of those subcontractors' workers compensation insurance providers, and additional required or requested information, as applicable, in accordance with Section 32 of The Vermont Recovery and Reinvestment Act of 2009 (Act No. 54), as amended by Section 17 of Act No. 142 (2010) and by Section 6 of Act No. 50 (2011).
 Party shall include the following provisions of this Attachment C in all subcontracts for work performed solely for the State of Vermont and subcontracts for work performed in the State of Vermont: Section 10 ("False Claims Act"); Section 11 ("Whistleblower Protections"); Section 12 ("Confidentiality and Protection of State Information"); Section 14 ("Fair Employment Practices and Americans with Disabilities Act"); Section 16 ("Taxes Due the State"); Section 18 ("Child Support"); Section 20 ("No Gifts or Gratuities"); Section 22 ("Certification Regarding Debarment"); Section 30 ("State Facilities"); and Section 32.A ("Certification Regarding Use of State Funds").
- 20. No Gifts or Gratuities:** Party shall not give title or possession of anything of substantial value (including property, currency, travel, and/or education programs) to any officer or employee of the State during the term of this Agreement.
- 21. Regulation of Hydrofluorocarbons:** Party confirms that all products provided to or for the use of the State under this Agreement shall not contain hydrofluorocarbons, as prohibited under 10 V.S.A. § 586.
- 22. Certification Regarding Debarment:** Party certifies under pains and penalties of perjury that, as of the date that this Agreement is signed, neither Party nor Party's principals (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in Federal programs, or programs supported in whole or in part by Federal funds. Party further certifies under pains and penalties of perjury



that, as of the date that this Agreement is signed, Party is not presently debarred, suspended, nor named on the [State's debarment list](https://bgs.vermont.gov/purchasing-contracting/debarment) at: <https://bgs.vermont.gov/purchasing-contracting/debarment>.

23. Conflict of Interest:

- A. **Organizational Conflict of Interest (OCOI):** An OCOI arises when the Party as a business entity has an interest (for example, customers, partners, contracts) that could undermine, or reasonably be perceived to undermine, its faithful and unbiased performance of this Agreement.
- B. **Personal Conflict of Interest (PCOI):** A PCOI arises when an interest held by an agent or employee of the Party could undermine, or reasonably be perceived to undermine, the faithful and unbiased performance of this Agreement.
- C. **Requirements:** Party shall not have PCOIs or OCOI's with respect to this Agreement nor with respect to any other agreement(s) it may hold with the State. To ensure that PCOIs and OCOIs do not exist, the Party shall:
 - i. Conduct an internal review of its current affiliations and activities and employees and agents and identify actual, potential, or reasonably perceived PCOIs or OCOIs relative to this Agreement.
 - ii. Maintain effective oversight to verify compliance with PCOI and OCOI prohibitions.
 - iii. Prevent PCOIs, including not assigning or allowing an employee to perform any role or task under this Agreement for which the Party has identified a PCOI.
 - iv. Inform employees and agents of their obligation to disclose PCOIs and to comply with the confidentiality provisions and any non-disclosure agreement required by this Agreement.
 - v. Make an immediate and full disclosure, in writing, to the State point of contact for this Agreement of any actual or potential PCOI or OCOI or the existence of any facts that may cause a reasonably prudent person to perceive a PCOI or OCOI with respect to this Agreement.
- D. **Remedies:**
 - i. In the event the State determines that a PCOI or OCOI exists, the State will discuss the matter with the Party to determine whether the PCOI or OCOI can be mitigated to the State's satisfaction.
 - ii. If the State does not deem mitigation practicable, the State may terminate all or a portion of this Agreement for default or pursue such other remedies as may be permitted by law or this Agreement.
 - iii. If Party fails to disclose facts pertaining to the existence of a potential or actual PCOI or misrepresents relevant information to the State, the State may terminate this Agreement for default or pursue such other remedies as may be permitted by law or this Agreement.

24. Vermont Public Records Act: Party acknowledges and agrees that this Agreement, any and all information obtained by the State from the Party in connection with this Agreement, and any obligations of the State to maintain the confidentiality of information are subject to the State of Vermont Access to Public Records Act, 1 V.S.A. § 315 *et seq.*

25. Force Majeure: Neither the State nor the Party shall be liable to the other for any failure or delay of performance of any obligations under this Agreement to the extent such failure or delay shall have been wholly or principally caused by acts or events beyond its reasonable control rendering performance illegal or impossible (excluding strikes or lockouts) ("Force Majeure"). Where Force Majeure is asserted, the nonperforming party must prove that it made



all reasonable efforts to remove, eliminate or minimize such cause of delay or damages, diligently pursued performance of its obligations under this Agreement, substantially fulfilled all non-excused obligations, and timely notified the other party of the likelihood or actual occurrence of an event described in this paragraph.

- 26. Marketing:** Party shall not use the State's logo or otherwise refer to the State in any publicity materials, information pamphlets, press releases, research reports, advertising, sales promotions, trade shows, or marketing materials or similar communications to third parties except with the prior written consent of the State.
- 27. Termination:**
 - A. Non-Appropriation:** If this Agreement extends into more than one fiscal year of the State (July 1 to June 30), and if appropriations are insufficient to support this Agreement, the State may cancel this Agreement at the end of the fiscal year, or otherwise upon the expiration of existing appropriation authority. In the case that this Agreement is funded in whole or in part by Federal funds, and in the event Federal funds become unavailable or reduced, the State may suspend or cancel this Agreement immediately, and the State shall have no obligation to pay Party from State revenues.
 - B. Termination for Cause:** Either party may terminate this Agreement if a party materially breaches its obligations under this Agreement, and such breach is not cured within thirty (30) days after delivery of the non-breaching party's notice or such longer time as the non-breaching party may specify in the notice.
 - C. Termination Assistance:** Upon nearing the end of the final term or termination of this Agreement, without respect to cause, the Party shall take all reasonable and prudent measures to facilitate any transition required by the State. All State property, tangible and intangible, shall be returned to the State upon demand at no additional cost to the State in a format acceptable to the State.
- 28. Continuity of Performance:** In the event of a dispute between the Party and the State, each party will continue to perform its obligations under this Agreement during the resolution of the dispute until this Agreement is terminated in accordance with its terms.
- 29. No Implied Waiver of Remedies:** Either party's delay or failure to exercise any right, power, or remedy under this Agreement shall not impair any such right, power, or remedy, or be construed as a waiver of any such right, power, or remedy. All waivers must be in writing.
- 30. State Facilities:** If the State makes space available to the Party in any State facility during the term of this Agreement for purposes of the Party's performance under this Agreement, the Party shall only use the space in accordance with all policies and procedures governing access to, and use of, State facilities, which shall be made available upon request. State facilities will be made available to Party on an "AS IS, WHERE IS" basis, with no warranties whatsoever.
- 31. Requirements Pertaining Only to Federal Grants and Subrecipient Agreements:** If this Agreement is a grant that is funded in whole or in part by Federal funds:
 - A. Requirement to Have a Single Audit:** The Subrecipient will complete the Subrecipient Annual Report annually within 45 days after its fiscal year end, informing the State of Vermont whether or not a Single Audit is required for the prior fiscal year. If a Single Audit is required, the Subrecipient will submit a copy of the audit report to the Federal Audit Clearinghouse within nine months. If a single audit is not required, only the Subrecipient Annual Report is required. A Single Audit is required if the subrecipient expends \$1,000,000 or more in Federal assistance during its fiscal year and must be conducted in accordance with 2 CFR Chapter I, Chapter II, Part 200, Subpart F. The



Subrecipient Annual Report is required to be submitted within 45 days, whether or not a Single Audit is required.

- B. Internal Controls:** In accordance with 2 CFR Part II, §200.303, the Party must establish and maintain effective internal control over the Federal award to provide reasonable assurance that the Party is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission.
- C. Mandatory Disclosures:** In accordance with 2 CFR Part II, §200.113, Party must disclose, in a timely manner, in writing to the State, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures may result in the imposition of sanctions which may include disallowance of costs incurred, withholding of payments, termination of the Agreement, suspension/debarment, etc.

32. Requirements Pertaining Only to State-Funded Grants:

- A. Certification Regarding Use of State Funds:** If Party is an employer and this Agreement is a State-funded grant in excess of \$1,000, Party certifies that none of these State funds will be used to interfere with or restrain the exercise of Party’s employee’s rights with respect to unionization.
- B. Good Standing Certification (Act 154 of 2016):** If this Agreement is a State-funded grant, Party hereby represents: (i) that it has signed and provided to the State the form prescribed by the Secretary of Administration for purposes of certifying that it is in good standing (as provided in Section 13(a)(2) of Act 154) with the Agency of Natural Resources and the Agency of Agriculture, Food and Markets, or otherwise explaining the circumstances surrounding the inability to so certify; and (ii) that it will comply with the requirements stated therein.

(End of Standard State Provisions)

ATTACHMENT C-1

VERMONT STATE INSURANCE SPECIFICATION

REVISED NOVEMBER 1, 2023

1. **Applicability and Definitions.**

- a. This Specification applies to providers of goods or services under a contract or grant (either is “the Agreement”) for the State of Vermont and is incorporated, whether directly or by reference, into the Agreement.
- b. “Party” shall mean the Contractor or Grantee as stated in the Agreement.

2. **Operation of this Specification.**

- a. Before commencing work under the Agreement, the Party must provide certificates of insurance to show that each and all of the minimum insurance coverages listed below, which are or may be applicable, are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the State throughout the term of this Agreement.
- b. The State does not warrant that the coverages and limits listed in this document or otherwise required for the Agreement are adequate to cover and protect the interests of the Party for the Party’s operations. These are solely minimums that have been established to protect the interests of the State.
- c. It is the Party’s responsibility to timely ask the State and seek clarification if Party is uncertain of any particular application of any provision.

3. **Additional coverages or amounts required although not stated in this Specification.**

In many circumstances, the Party is required by the State to have insurance coverages in addition to those stated in this Specification, or to have higher limits or terms for listed coverages beyond what is required in this Specification. Those additional requirements may be stated in the Agreement or in other attachments or exhibits to the Agreement. It is the Party’s responsibility to meet such additional requirements in the manner and according to the terms stated for coverages listed in this Specification.

4. **General Liability and Property Damage:** With respect to all operations performed under the Agreement, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

- a. Premises - Operations
- b. Products and Completed Operations
- c. Personal Injury Liability
- d. Contractual Liability
- e. The policy shall be on an occurrence form and limits shall not be less than:
 - i. \$1,000,000 Each Occurrence
 - ii. \$2,000,000 General Aggregate

- iii. \$1,000,000 Products/Completed Operations Aggregate
- iv. \$1,000,000 Personal & Advertising Injury
- f. If the performance of the Agreement involves construction, then:
 - i. a “per project” aggregate endorsement is required; and
 - ii. completed operations coverage must be carried for three years post project completion.
- 5. **Automotive Liability:** If motor vehicles will be or are used in connection with the Agreement, the Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than \$500,000 combined single limit. For Contracts involving construction or when performance under the Contract would require a commercial or other specialized driver’s license, limits shall not be less than \$1,000,000. When performance includes interstate commerce or transport of hazardous products or materials regulated by the Federal Motor Carrier Administration and set forth in 49 C.F.R. § 387.9, the coverage shall include the MCS-90 endorsement.
- 6. **Umbrella or Excess Liability:** For Contracts involving construction, or when performance under the Contract would require a commercial or other specialized driver’s license, the Party shall carry umbrella or excess liability insurance covering over the underlying general and automotive liability policies. Coverage shall be on an occurrence form and limits shall not be less than \$1,000,000 per occurrence, \$1,000,000 general aggregate, unless higher limits are required by the State of Vermont. This requirement need not be met if the Party’s applicable underlying coverages meet or exceed \$2,000,000.

7. Additional Insured:

- a. The General Liability, Property Damage, and Umbrella/Excess coverages required for performance of the Agreement shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds using ISO forms CG2010 and CG2037 or their equivalents.
- b. If performance of the Agreement involves construction, or the transport of persons or hazardous materials, then the required Automotive Liability coverage shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds.
- c. If third-party cyber liability coverage is required, such coverage shall include the State of Vermont and its agencies, departments, officers, and employees as Additional Insureds.
- d. Additional Insured coverage shall be primary and non-contributory with any other insurance and self-insurance and shall include a waiver of subrogation in favor of the State of Vermont.

8. Workers Compensation:

With respect to all operations performed, the Party shall carry workers’ compensation insurance in accordance with the laws of the State of Vermont. The State will accept an out-of-state employer’s workers’ compensation coverage while operating in Vermont provided that the insurance carrier is licensed to write insurance in Vermont and an amendatory endorsement is

added to the policy adding Vermont for coverage purposes. Otherwise, the party shall secure a Vermont workers' compensation policy if necessary to comply with Vermont law.

For work involving construction, workers compensation coverage shall include a waiver of subrogation in favor of the State of Vermont.

9. Professional Liability Insurance:

Whenever the performance of the Agreement is to involve any of: (a) licensed professional services, such as, but not limited to, attorneys, medical providers, financial professionals like accountants or actuaries, architects, engineers, management consultants, and providers of services requiring occupational licenses; (b) technology professional services; or (c) when otherwise required by the Agreement, the Party shall procure and maintain professional liability insurance for any and all services performed under the Agreement, with minimum coverage of \$1,000,000 per claim, or such higher minimum so provided.

Party shall maintain such professional liability insurance for a period of two years following completion of services under the Agreement.

10. Cyber Liability and Breach Response Insurance Coverage:

When the Party's performance involves hosting confidential State data, or services in or on State information technology systems where confidential State data may reside, the Party shall have and maintain cyber liability and breach response insurance coverage at no less than \$1,000,000 per claim, \$2,000,000 aggregate. Such policy shall expressly provide, but not be limited to, coverage for losses arising from the following:

- a. unauthorized use of or access to: computer systems (including mobile devices), servers, client's data, or software;
- b. defense of any regulatory action involving a breach of privacy;
- c. failure to protect the confidential or proprietary information (personal and commercial information) and intellectual property from unauthorized disclosure or unauthorized access;
- d. failure to adequately protect physical security of servers and systems including from cyber terrorism;
- e. the costs for: notification (whether or not required by statute), credit file or identity monitoring, identity restoration, public relations, or legal experts;
- f. third-party liability;
- g. cyber extortion and cyber terrorism; and
- h. no exclusion for actual or alleged breaches of professional services agreements associated with the above.

11. Notice of Cancellation or Change: With respect to all required coverage, there shall be no cancellation, change, potential exhaustion of aggregate limits, or non-renewal of insurance coverage(s) without thirty (30) days prior written notice to the State.

(End of Standard Provisions)

ATTACHMENT D: LWCF NOTICE OF AWARD

1. DATE ISSUED MM/DD/YYYY 09/03/2026		1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded				
2. ASSISTANCE LISTING NUMBER 15.916 - Outdoor Recreation Acquisition, Development and Planning						
3. ASSISTANCE TYPE Project Grant						
4. GRANT NO. P26AP01200-00 Originating MCA #		5. TYPE OF AWARD Other				
4a. FAIN P26AP01200		5a. ACTION TYPE New				
6. PROJECT PERIOD MM/DD/YYYY From 08/03/2026		Through 09/30/2029				
7. BUDGET PERIOD MM/DD/YYYY From 08/03/2026		Through 09/30/2029				
8. TITLE OF PROJECT (OR PROGRAM) 50-00697 Essex Junction Cascade Park Redevelopment						
9a. GRANTEE NAME AND ADDRESS DEPARTMENT OF FORESTS PARKS & RECREATION VERMONT 1 National Life Drive Davis 2 Montpelier, VT, 05620-0001		9b. GRANTEE PROJECT DIRECTOR Lauren Pyle 1 National Life Dr Davis 2 Montpelier, VT, 05620-0001 Phone: 802-636-7684				
10a. GRANTEE AUTHORIZING OFFICIAL Lauren Pyle 1 National Life Dr Davis 2 Montpelier, VT, 05620-0001 Phone: 802-636-7684		10b. FEDERAL PROJECT OFFICER Ms. Brooke Sausser 1849 C St NW Washington, DC, 20240-0001 Phone: 111-111-1111				
ALL AMOUNTS ARE SHOWN IN USD						
11. APPROVED BUDGET (Excludes Direct Assistance) I Financial Assistance from the Federal Awarding Agency Only II Total project costs including grant funds and all other financial participation		12. AWARD COMPUTATION a. Amount of Federal Financial Assistance (from item 11m) \$ 496,170.50 b. Less Unobligated Balance From Prior Budget Periods \$ 0.00 c. Less Cumulative Prior Award(s) This Budget Period \$ 0.00 d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION \$ 496,170.50 13. Total Federal Funds Awarded to Date for Project Period \$ 496,170.50				
a. Salaries and Wages \$ 0.00 b. Fringe Benefits \$ 0.00 c. Total Personnel Costs \$ 0.00 d. Equipment \$ 0.00 e. Supplies \$ 0.00 f. Travel \$ 0.00 g. Construction \$ 650,400.00 h. Other \$ 341,941.00 i. Contractual \$ 0.00 j. TOTAL DIRECT COSTS \$ 992,341.00 k. INDIRECT COSTS \$ 0.00 l. TOTAL APPROVED BUDGET \$ 992,341.00 m. Federal Share \$ 496,170.50 n. Non-Federal Share \$ 496,170.50		14. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project): YEAR TOTAL DIRECT COSTS YEAR TOTAL DIRECT COSTS a. 2 \$ d. 5 \$ b. 3 \$ e. 6 \$ c. 4 \$ f. 7 \$ 15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES: a. DEDUCTION b. ADDITIONAL COSTS c. MATCHING d. OTHER RESEARCH (Add / Deduct Option) e. OTHER (See REMARKS) 16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation. b. The grant program regulations. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. Federal administrative requirements, cost principles and audit requirements applicable to this grant. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.				
REMARKS (Other Terms and Conditions Attached - ☒ Yes ☐ No) No program income						
GRANTS MANAGEMENT OFFICIAL: Emily West, GMS 1849 C St NW Main Interior Building National Park Service Washington, DC, 20240-0001 Phone: 202-843-4207						
17. VENDOR CODE 0071433909		18a. UEI F1SBHQZMKZ3 18b. DUNS		19. CONG. DIST. 00		
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION
1	0054016441-00010	\$496,170.50	08/03/2026	09/30/2029	5035	24GW ESSEX JUNCTION CASCADE PARK

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 2	DATE ISSUED 08/03/2026
GRANT NO. P26AP01200-00	

Federal Financial Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	09/30/2028	Annual	12/29/2028
08/03/2026	09/30/2029	Project Final	01/28/2030

Performance Progress Report Cycle			
Reporting Period Start Date	Reporting Period End Date	Reporting Type	Reporting Period Due Date
10/01/2026	09/30/2027	Annual	12/29/2027
10/01/2027	09/30/2028	Annual	12/29/2028
08/03/2026	09/30/2029	Project Final	01/28/2030

AWARD ATTACHMENTS

DEPARTMENT OF FORESTS PARKS & RECREATION VERMONT

P26AP01200-00

-
1. Grant Agreement
 2. Detailed Budget
 3. NEPA Decision

Grant Agreement
Between
THE UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
AND
DEPARTMENT OF FORESTS PARKS & RECREATION VERMONT

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I. LEGAL AUTHORITY

Agreement Number P26AP01200 was entered into by and between the Department of the Interior, National Park Service, (NPS), and Vermont Department of Forests, Parks, and Recreation (hereafter referred to as 'Recipient') pursuant to:

Land and Water Conservation Fund (LWCF) Act of 1965, as amended (Public Law (P.L.) 88-578; 54 U.S.C. § 2003 *et seq.*)

Expanding Public Lands Outdoor Recreation Experiences (EXPLORE) Act of 2025, as amended (P.L. 118234; 16 U.S.C. § 8401 *et seq.*)

II. PERFORMANCE GOALS AND PROJECT OBJECTIVES

- A. Performance Goal – LWCF financial assistance is provided to ensure that a sufficient quality and/or quantity of outdoor recreation resources are available to serve the present and future outdoor recreation demands and needs of the general public.
- B. Project Objectives – This outdoor recreation grant will improve community well-being by maximizing recreational investments, expanding opportunities, and provision of safe and accessible spaces.

III. PUBLIC PURPOSE

The purposes of the LWCF Act are to assist in preserving, developing, and assuring accessibility to all citizens of the United States of present and future generations, and visitors who are lawfully present within the boundaries of the United States, such quality and quantity of outdoor recreation resources as may be available and are necessary and desirable for individual active participation in such recreation; and to strengthen the health and vitality of U.S. citizens. These purposes are accomplished in part by providing funds for and authorizing Federal financial assistance to States (and through States to local units of government) to plan for, acquire, and develop needed land and water areas and facilities for outdoor recreation.

IV. STATEMENT OF WORK

The recipient, Vermont Department of Forests, Parks and Recreation, will pass through a subaward/subgrant to the subrecipient, City of Essex Junction, to improve Cascade Park. This project will: demolish existing sports courts and convert them into a multi-purpose field; replace playground equipment; construct a restroom, parking area, and multi-purpose courts; and install lighting, landscaping, fencing, and shade structures.

V. RESPONSIBILITIES OF THE PARTIES

- A. The Recipient agrees to:

1. Carry out the Statement of Work in accordance with the terms and conditions stated herein. The Recipient shall adhere to Federal, state, and local laws, regulations, and codes, as applicable.
2. Comply with the policies and procedures set forth in the Land and Water Conservation Fund (LWCF) State Assistance Program Manual (v. 2026, May 1, 2026).
3. Ensure subaward compliance with the requirements of 2 CFR Part 200, when issuing subawards. The Recipient must provide a list of selected subrecipients and associated budgets to the NPS for review prior to making subawards.
4. Select qualified subcontractors and submit documentation to the NPS showing competitive selection or justification for single source procurement in accordance with 2 CFR §§ 200.317 – 200.327 - Procurement Standards.

B. Substantial involvement is defined as significant NPS participation prior to and during the performance of a financial assistance agreement. For grants, substantial involvement is neither expected nor required. No substantial involvement on the part of the NPS is anticipated for the successful completion of the statement of work detailed in this award. It is anticipated that involvement will be limited to actions related to monitoring project performance and technical assistance at the request of the recipient.

VI. COST SHARE REQUIREMENT

Non-Federal cost-share is required for costs incurred under this Agreement, as identified in the attached project budget. Cost sharing or matching contributions must meet the requirements of 2 CFR §200.306, including that contributions are verifiable, necessary, reasonable, and allowable. If pre-award costs are authorized, reimbursement of these costs is limited to Federal cost share percentage identified in this agreement.

VII. PRE-AWARD COSTS

The Recipient is authorized to incur pre-award costs up to \$22,875.00 on or after June 1, 2025, in accordance with 2 CFR § 200.458 – Pre-award costs. Pre-award costs are incurred at the Recipient's own risk and must be allowable, allocable, and reasonable under the terms and conditions of this Agreement and in accordance with the approved project budget. These costs must be charged to the initial budget period of the award as either Federal reimbursement or Non-Federal cost-share (in accordance with the cost-share ratio).

VIII. AWARD AND PAYMENT

- A. NPS will provide funding to the Recipient in an amount not to exceed \$496,170.50 in accordance with the NPS approved budget. The approved budget detail is incorporated herein. Any award beyond the current fiscal year is subject to availability of funds. Acceptance of a Federal financial assistance award from the Department of the Interior carries with it the responsibility to be aware of, and comply with, the terms and conditions

within this award document. Acceptance is defined as the start of work, drawing down funds, or accepting the award via electronic means.

B. Recipient shall request payment as applicable in accordance with the following:

1. **Method of Payment.** Payment will be made by advance and/or reimbursement through the Department of Treasury's Automated Standard Application for Payments (ASAP) system, and consistent with 2 CFR §200.305 (Payment).
2. **Requesting Advances.** Requests for advances must be submitted via the ASAP system. Requests may be submitted as frequently as required to meet the needs of the Financial Assistance (FA) Recipient to disburse funds for the Federal share of project costs. If feasible, each request should be timed so that payment is received on the same day that the funds are dispersed for direct project costs and/or the proportionate share of any allowable indirect costs. If same-day transfers are not feasible, advance payments must be as close to actual disbursements as administratively feasible.
3. **Requesting Reimbursement.** Requests for reimbursements must be submitted via the ASAP system. Requests for reimbursement should coincide with normal billing patterns. Each request must be limited to the amount of disbursements made for the Federal share of direct project costs and the proportionate share of allowable indirect costs incurred during that billing period.
4. **Adjusting Payment Requests for Available Cash.** Funds that are available from repayments to, and interest earned on, a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds must be disbursed before requesting additional cash payments.
5. **Bank Accounts.** All payments are made through electronic funds transfer to the bank account identified in the ASAP system by the FA Recipient.
6. **Supporting Documents and Agency Approval of Payments.** Additional supporting documentation and prior NPS approval of payments may be required when/if a FA Recipient is determined to be "high risk," has compliance and/or performance issues. If prior Agency payment approval is in effect for an award, the ASAP system will notify the FA Recipient when they submit a request for payment. The Recipient must then notify the NPS Financial Assistance Awarding Officer that a payment request has been submitted. The Financial Assistance Awarding Officer (FAAO) may request additional information from the Recipient to support the payment request prior to approving the release of funds, as deemed necessary. The FA Recipient is required to comply with these requests. Supporting documents may include invoices, copies of contracts, vendor quotes, and other expenditure explanations that justify the reimbursement requests.

C. Any award beyond the current fiscal year is subject to availability of funds; funds may be provided in subsequent fiscal years if project work is satisfactory, and funding is available.

- D. Expenses charged against awards under the Agreement may not be incurred prior to the beginning of the Agreement and may be incurred only as necessary to carry out the approved objectives, scope of work and budget with prior approval from the NPS AO in alignment with 2 CFR § 200.407 – Prior written approval (prior approval). The Recipient shall not incur costs or obligate funds for any purpose pertaining to the operation of the project, program, or activities beyond the expiration date stipulated in the award.
- E. Any non-Federal share, whether cash or in-kind, is expected to be paid out at the same general rate as the Federal share. Exceptions to this requirement may be granted by the AO based on sufficient documentation demonstrating previously determined plans for or later commitment of cash or in-kind contributions. In any case, the Recipient must meet their cost share commitment over the life of the award.

IX. REPORTS AND/OR OUTPUTS/OUTCOMES

- A. Refer to the second page of the Notice of Award document for SF-425 Federal Financial Report (FFR) frequency and due dates. Performance reports are also required at the same reporting frequency and due dates as the FFR. Reports must be submitted through the GrantSolutions “Reports” functionality.
- B. A final Performance Report and a final FFR will be due 120 days after the end date of the Term of Agreement. If the Recipient does not submit the final report before the required due date, NPS is required to submit a finding of non-compliance to SAM.gov. Each report shall be submitted as described above.
- C. The Secretary of the Interior and the Comptroller General of the United States, or their duly authorized representatives, will have access, for the purpose of financial or programmatic review and examination, to any books, documents, papers, and records that are pertinent to the Agreement at all reasonable times during the period of retention in accordance with 2 CFR § 200.334 - Record retention requirements.

X. DETERMINATION OF RISK

In accordance with 2 CFR §§ 200.205– Federal agency review of merit proposals, and 200.206 – Federal agency review of risk posed by applicants, the application for this award was subjected to a pre-award risk assessment which included a review of information contained within the application, past audits, responsibility and qualification data from SAM.gov, and/or past performance on previous Federal financial assistance awards and other factors. For Master Cooperative Agreements, determination of risk will be defined at the task agreement as applicable.

This award has been determined to be low risk with the following requirements:

Low: Requests for payment may be made directly from the ASAP grant account without prior NPS approval after expenses have been incurred, invoiced, and paid. All documentation of expenses must be kept on file for audit purposes and may be requested by the NPS at any time. If

payments are drawn down prior to invoice and payment or in amounts larger than costs incurred, the Recipient may be determined "medium or high risk" and be subject to additional grant terms and conditions.

XI. AWARD SPECIFIC TERMS AND CONDITIONS

Part I – Definitions

- A. The term "NPS" as used herein means the National Park Service, United States Department of the Interior (DOI).
- B. The term "Director" as used herein means the Director of the National Park Service, or any representative lawfully delegated the authority to act for such Director.
- C. The term "Secretary" as used herein means the Secretary of the Interior, or any representative lawfully delegated the authority to act for such Secretary.
- D. The term "State" as used herein means the State, Territory, or District of Columbia that is a party to the grant agreement to which these general provisions are attached, and, when applicable, the political subdivision or other public agency to which funds are to be subawarded pursuant to this agreement. Wherever a term, condition, obligation, or requirement refers to the State, such term, condition, obligation, or requirement shall also apply to the political subdivision or public agency, except where it is clear from the nature of the term, condition, obligation, or requirement that it applies solely to the State. For purposes of these provisions, the terms "State," "grantee," and "recipient" are deemed synonymous.
- E. The term "Land and Water Conservation Fund" or "LWCF" as used herein means the Financial Assistance to States section of the LWCF Act (Public Law 88-578, 78 Stat 897, codified at 54 U.S.C. § 2003), which is administered by the NPS.
- F. The term "Manual" as used herein means the Land and Water Conservation Fund State Assistance Program Manual, v. 2026 (May 1, 2026).
- G. The term "project" as used herein refers to an LWCF grant, which is subject to the grant agreement and/or its subsequent amendments.

Part II - Continuing Assurances

The parties to the grant agreement specifically recognize that accepting LWCF assistance for the project creates an obligation to maintain the property described in the agreement and supporting application documentation consistent with the LWCF Act and the following requirements.

Further, it is the acknowledged intent of the parties hereto that recipients of LWCF assistance will use the monies granted hereunder for the purposes of this program, and that assistance

granted from the LWCF will result in a net increase, commensurate at least with the Federal cost-share, in a participant's outdoor recreation.

It is intended by both parties hereto that the LWCF assistance will be added to, rather than replace or be substituted for, the State and/or local outdoor recreation funds.

- A. The State agrees, as the recipient of the LWCF assistance, that it will meet these LWCF General Provisions, and the terms and provisions as contained or referenced in, or attached to, the NPS grant agreement and that it will further impose these terms and provisions upon any political subdivision or public agency to which funds are subawarded pursuant to the grant agreement. The State also agrees that it shall be responsible for compliance with the terms and provisions of the agreement by such a political subdivision or public agency and that failure by such political subdivision or public agency to so comply shall be deemed a failure by the State to comply.
- B. The State agrees that the property described in the grant agreement and depicted on the signed and dated approved LWCF Boundary Map is being acquired or developed with LWCF assistance, or is integral to such acquisition or development, and that, without the approval of the Secretary, it shall not be converted to other than public outdoor recreation use but shall be maintained in public outdoor recreation in perpetuity or for the term of the lease in the case of property leased from a federal agency. The Secretary shall approve such a conversion only if it is found to be in accord with the then existing statewide comprehensive outdoor recreation plan and only upon such conditions deemed necessary to assure the substitution of other recreation properties of at least equal fair market value and of reasonably equivalent usefulness and location (54 U.S.C. 200305(f)(3)). The LWCF post-completion compliance regulations at 36 C.F.R. Part 59 provide further requirements. The replacement land then becomes subject to LWCF protection. The approval of a conversion shall be at the sole discretion of the Secretary, or her/his designee.

Prior to the completion of this project, the State and the Director may mutually agree to alter the area described in the grant agreement and depicted in the signed and dated LWCF Boundary Map to provide the most satisfactory public outdoor recreation unit, except that acquired parcels are afforded LWCF protection as soon as reimbursement is provided.

In the event the NPS provides LWCF assistance for the acquisition and/or development of property with full knowledge that the project is subject to reversionary rights and outstanding interests, conversion of said property to other than public outdoor recreation use as a result of such right or interest being exercised will occur. In receipt of this approval, the State agrees to notify the NPS of the potential conversion as soon as possible and to seek approval of replacement property in accord with the conditions set forth in these provisions and the program regulations. The provisions of this paragraph are also applicable to: leased properties developed with LWCF assistance where such lease is terminated prior to its full term due to the existence of provisions in such lease known and agreed to by the NPS; and properties subject to other outstanding rights and interests that may result in a conversion when known and agreed to by the NPS.

- C. The State agrees that the benefit to be derived by the United States from the full compliance by the State with the terms of this agreement is the preservation, protection, and the net increase in the quality and quantity of public outdoor recreation facilities and resources that are available to the people of the State and of the United States, and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the United States by way of assistance under the terms of this agreement. The State agrees that payment by the State to the United States of an amount equal to the amount of assistance extended under this agreement by the United States would be inadequate compensation to the United States for any breach by the State of this agreement.

The State further agrees, therefore, that the appropriate remedy in the event of a breach by the State of this agreement shall be the specific performance of this agreement or the submission and approval of a conversion request as described in Part II.B above.

- D. The State agrees that the property and facilities described in the grant agreement shall be operated and maintained as prescribed by regulations found in 36 C.F.R Part 59.
- E. Real property, equipment, and intangible property acquired or improved with the Federal award must be held in trust by the recipient or subrecipient as trustee for the beneficiaries of the program under which the property was acquired or improved. As a result, the State agrees that the area depicted or otherwise described on the 200305.(f)(3) LWCF Boundary Map must be recorded in the public property records (e.g., registry of deeds or similar) of the jurisdiction in which the property is located (2 CFR 200.316), to the effect that the property described and shown in the scope of the grant agreement and the signed and dated LWCF Boundary Map, has been acquired or developed with LWCF assistance and that it cannot be converted to other than public outdoor recreation use without the written approval of the Secretary as described in Part II.B above.
- F. The Recipient must maintain documentation of the recordation specified in Part II. E. above and report regularly to NPS on the status of the Federal interest in the Property.
- G. Nondiscrimination
1. By signing the LWCF agreement, the State certifies that it will comply with all Federal laws relating to nondiscrimination as outlined in Section V of the Department of the Interior Standard Award Terms and Conditions.
 2. The State shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be maintained on the basis of residence, as set forth in 54 U.S.C. § 200305(i) and the Manual.

Part III - Project Assurances

A. Project Application

1. The Application for Federal Assistance bearing the same project number as the Grant

Agreement and associated documents is by this reference made a part of the agreement.

2. The State possesses legal authority to apply for the grant, and to finance and construct the proposed facilities. A resolution, motion, or similar action has been duly adopted or passed authorizing the filing of the application, including all understandings and assurances contained herein, and directing and authorizing the person identified as the official representative of the State to act in connection with the application and to provide such additional information as may be required.
3. The State has the capability to finance the non-Federal share of the costs for the project. Sufficient funds will be available to assure effective operation and maintenance of the facilities acquired or developed by the project.

B. Project Execution

1. The State shall transfer to the project sponsor identified in the Application for Federal Assistance all funds granted hereunder except those reimbursed to the State to cover eligible expenses derived from a current approved negotiated indirect cost rate agreement.
2. The State shall secure completion of the work in accordance with approved construction plans and specifications, and shall secure compliance with all applicable Federal, State, and local laws and regulations.
3. The State will provide for and maintain competent and adequate architectural/engineering supervision and inspection at the construction site to ensure that the completed work conforms with the approved plans and specifications; and that it will furnish progress reports and such other information as the NPS may require.
4. In the event the project cannot be completed in accordance with the plans and specifications for the project, the State shall bring the project to a point of recreational usefulness agreed upon by the State and the Director or her/his designee in accord with Section III.C below.
5. As referenced in the DOI Standard Terms and Conditions, the State will ensure the project's compliance with applicable federal laws and their implementing regulations, including: the Architectural Barriers Act of 1968 (P.L. 90-480) and DOI's Section 504 Regulations (43 CFR Part 17); the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and applicable regulations; and the Flood Disaster Protection Act of 1973 (P.L. 93-234).
6. The State will comply with the provisions of: Executive Order (EO) 11988, relating to evaluation of flood hazards; EO 11288, relating to the prevention, control, and abatement of water pollution, and EO 11990 relating to the protection of wetlands.
7. The State will assist the NPS in its compliance with Section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108) and the Advisory Council on Historic Preservation regulations (36 C.F.R. Part 800) by adhering to procedural requirements while considering the effect of this grant award on historic properties. The Act requires federal agencies to take into account the effects of their undertaking (grant award) on historic properties by following the process outlined in regulations. That process includes (1) initiating the process through consultation with the State Historic Preservation Officer, federally recognized Indian tribes, and others on the undertaking, as necessary under 36 C.F.R. Part 800.4, by (2) identifying historic properties listed on or eligible for inclusion

on the National Register of Historic Places that are subject to effects by the undertaking, and notifying the NPS of the existence of any such properties, by (3) assessing the effects of the undertaking upon such properties, if present, and by (4) resolving adverse effects through consultation and documentation according to 36 C.F.R.

§800.11. If an unanticipated discovery is made during implementation of the undertaking, the State in coordination with NPS shall consult per provisions of 36 C.F.R. §800.13.

8. The State will assist the National Park Service (NPS) in meeting the requirements of the National Environmental Policy Act of 1969 as amended (42 U.S.C. 4321 et seq.), the Department of the Interior's NEPA regulations (43 C.F.R. part 46), and the Department of the Interior's NEPA procedures in 516 Departmental Manual 1. The State will also follow any NPS Land and Water Conservation Fund (LWCF) program policies that apply to NEPA compliance.
This assistance includes providing information needed for NPS to consider reasonably foreseeable environmental effects of grant-supported activities. The applicant must provide NPS with either a description of potential environmental impacts or documentation demonstrating that no such impacts are expected.
When a project includes grant-assisted development or other ground-disturbing activities, the applicant must submit an application with information sufficient for NPS to determine the appropriate NEPA pathway.
If a categorical exclusion applies, NPS will identify the appropriate categorical exclusion under 43 C.F.R. part 46 and Part 516 of the Departmental Manual. Executive Order 14154, "Unleashing American Energy" (Jan. 20, 2025), and the Presidential Memorandum "Ending Illegal Discrimination and Restoring Merit-Based Opportunity" (Jan. 21, 2025), will be applied consistent with NEPA requirements.
9. For any insurable improvement located within a Federal Emergency Management Agency designated Special Flood Hazard Area, the Recipient is required to obtain and maintain flood insurance consistent with the Flood Disaster Protection Act of 1973 and applicable federal requirements. The Recipient is responsible for ensuring continuous insurance coverage for the useful life of any such improvement supported by LWCF assistance. By accepting this award, the Recipient affirms compliance with all applicable flood insurance requirements and acknowledges that failure to maintain required coverage may result in enforcement actions consistent with federal law and this agreement. No documentation is required to be submitted to the NPS unless specifically requested for audit or compliance purposes.

Part IV – Award Specific Conditions

A. National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) (NEPA), Executive Order 14154 Unleashing American Energy (Jan. 20, 2025), Presidential Memorandum Ending Illegal Discrimination and Restoring Merit-Based Opportunity (Jan. 21, 2025), the DOI's NEPA-implementing regulations (43 CFR Part

46), DOI policy and procedures for implementing NEPA (Part 516 of the Departmental Manual), and NPS LWCF Program-specific policies and procedures as guidance to the extent appropriate and consistent with the requirements of NEPA and Executive Order 14154.

B. National Historic Preservation Act

Recipients must comply with the requirements of the National Historic Preservation Act of 1966, Pub. L. No. 89-665 (codified as amended at 54 U.S.C. § 300101 et seq.) (NHPA), including Section 106 (54 U.S.C. § 306108) and Section 110 (54 U.S.C. § 306101), as applicable. Compliance must be carried out in accordance with the regulations of the Advisory Council on Historic Preservation (36 CFR Part 800), the Department of the Interior's implementing policies and procedures (including 519 DM 1), and any applicable programmatic agreements or alternative procedures approved under emergency or expedited review authorities.

Recipients must also adhere to the Department of the Interior's Secretary's Order 3389, which directs the integration of NHPA Section 106 reviews with National Environmental Policy Act (NEPA) processes to the maximum extent practicable.

C. NEPA/NHPA Determination Complete

The National Park Service (NPS) has completed its review under NEPA (42 U.S.C. 4321 et seq.), the Department of the Interior regulations at 43 C.F.R. Part 46, and NHPA (54 U.S.C. 300101 et seq.) with implementing regulations at 36 C.F.R. Part 800, and has issued a final NEPA/NHPA determination for this project. The Recipient must carry out all approved project activities in accordance with the mitigation, restrictions, conditions, protections, and monitoring measures required by that determination, including those listed below. If the project work, design, sequence, location, timing, or site conditions change in a way that differs from what NPS evaluated, the Recipient must notify its assigned LWCF Program Officer before continuing so NPS can determine whether supplemental review is required. To meet this condition, the Recipient must provide documentation of the change to its assigned LWCF Program Officer for NPS review and acceptance. Written agency approval will be issued to confirm NPS acceptance once the condition has been met.

C. Other Award Specific Terms and Conditions

1. N/A

XII. STANDARD TERMS AND CONDITIONS

- A. DEPARTMENT OF INTERIOR STANDARD TERMS AND CONDITIONS, 2 CFR 200, 2 CFR 1402

Recipients must comply with all applicable federal statutes, regulations, executive orders (EOs), Office of Management and Budget (OMB) circulars. Any inconsistency or conflict in Standard Terms and Conditions, Program-Specific Terms and Conditions, and any Special Award Conditions of this Award will be resolved according to the following order of precedence: federal laws, Executive Orders, federal regulations, applicable notices published in the Federal Register, OMB circulars, NPS Standard Terms and Conditions, Program-Specific Terms and Conditions, and any Special Award Conditions.

DOI terms and regulatory requirements located at:

- <https://www.doi.gov/grants/doi-standard-terms-and-conditions>
- [eCFR :: 2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)
- [eCFR :: 2 CFR Part 1402 -- Financial Assistance Interior Regulation, Supplementing the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

B. APPROVED INDIRECT RATE

Indirect costs must be charged consistently in accordance with the approved project budget, which is incorporated into this award as an attachment. In the case of a Master Cooperative agreement, indirect costs will be incorporated at the Task Agreement level. If the Recipient has a Federally approved indirect rate, it is the responsibility of the Recipient to work with their cognizant agency in a timely manner to avoid the expiration of the Federally negotiated rate. If the Recipient has never had a Federally approved negotiated indirect rate, they may utilize a 15% de minimis rate per 2 CFR 200.414. If the Federally negotiated rate changes during the period of performance, the newly approved rate must be implemented.

C. RESERVED

D. KEY OFFICIALS

- A. Communications - The Recipient shall address any communication regarding this Agreement to the ATR/Program Officer with a copy to Financial Assistance Awarding Officer. Communications that relate solely to technical matters may be sent only to the ATR/Program Officer.
- B. Changes in Key Officials - Recipient may not make any permanent change in a key official without written notice to the other party reasonably in advance of the proposed change. The notice will include a justification with sufficient detail to permit evaluation of the impact of such a change on the scope of work specified within this Agreement. Any permanent change in key officials will be made only by Agency Approval.

E. PRIOR APPROVAL

The Recipient shall obtain prior approval for budget and program revisions, in accordance with 2 CFR 200.308.

F. PROPERTY UTILIZATION

All tools, equipment, and facilities furnished by NPS will be on a loan basis. Tools, equipment, and facilities will be returned in the same condition received except for normal wear and tear in project use. Property management standards set forth in 2 CFR 200.310 through 200.316 apply to this Agreement. All provided items must be consistently tracked and accounted for by the Recipient and NPS both when provided to the Recipient and upon return.

G. MODIFICATION, REMEDIES FOR NONCOMPLIANCE, TERMINATION

- A. This Agreement may be modified at any time, prior to the expiration date, only by agreement executed by both parties. Modifications will be in writing and approved by the Financial Assistance Awarding Officer and the authorized representative of Recipient.
- B. Additional conditions may be imposed by NPS if it is determined that the Recipient is non-compliant to the terms and conditions of this agreement. Remedies for Noncompliance can be found in 2 CFR 200.339.
- C. This Agreement may be terminated consistent with applicable termination provisions for Agreements found in 2 CFR 200.340 through 200.343.

H. REPORTING OF MATTERS RELATED TO RECIPIENT INTEGRITY AND PERFORMANCE**(a) *General Reporting Requirement.***

(1) If the total value of your active grants, cooperative agreements, and procurement contracts from all Federal agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient must ensure the information available in the responsibility/qualification records through the System for Award Management (*SAM.gov*), about civil, criminal, or administrative proceedings described in paragraph (b) of this award term is current and complete. This is a statutory requirement under section 872 of [Public Law 110-417](#), as amended ([41 U.S.C. 2313](#)). As required by section 3010 of [Public Law 111-212](#), all information posted in responsibility/qualification records in *SAM.gov* on or after April 15, 2011 (except past performance reviews required for Federal procurement contracts) will be publicly available.

(b) *Proceedings About Which You Must Report.*

- (1) You must submit the required information about each proceeding that—
 - (i) Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - (ii) Reached its final disposition during the most recent five-year period; and
 - (iii) Is one of the following—
 - (A) A criminal proceeding that resulted in a conviction;

(B) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;

(C) An administrative proceeding that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or

(D) Any other criminal, civil, or administrative proceeding if—

(1) It could have led to an outcome described in paragraph

(b)(1)(iii)(A) through (C);

(2) It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and

(3) The requirement in this award term to disclose information about the proceeding does not conflict with applicable laws and regulations.

(c) **Reporting Procedures.** Enter the required information in *SAM.gov* for each proceeding described in paragraph (b) of this award term. You do not need to submit the information a second time under grants and cooperative agreements that you received if you already provided the information in *SAM.gov* because you were required to do so under Federal procurement contracts that you were awarded.

(d) **Reporting Frequency.** During any period of time when you are subject to the requirement in paragraph (a) of this award term, you must report proceedings information in *SAM.gov* for the most recent five-year period, either to report new information about a proceeding that you have not reported previously or affirm that there is no new information to report. If you have Federal contract, grant, and cooperative agreement awards with a cumulative total value greater than \$10,000,000, you must disclose semiannually any information about the criminal, civil, and administrative proceedings.

(e) **Definitions.** For purposes of this award term—

Administrative proceeding means a non-judicial process that is adjudicatory in nature to make a determination of fault or liability (for example, Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with the performance of a Federal contract or grant. It does not include audits, site visits, corrective plans, or inspection of deliverables.

Conviction means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

Total value of currently active grants, cooperative agreements, and procurement contracts includes the value of the Federal share already received plus any anticipated Federal share under those awards (such as continuation funding).

I. FUNDING USED FOR THE PURCHASE AND OPERATION OF UNMANNED AIRCRAFT SYSTEMS (UAS)

1. If the Recipient uses Federal funds under this Agreement to purchase or operate an Unmanned Aircraft System (UAS), or operates a UAS in connection with this Agreement on lands managed by the Department of the Interior (DOI) or the National Park Service (NPS), the Recipient must comply with:
 - a. All applicable Federal laws, regulations, and Government-wide policies governing UAS operations, including, but not limited to, Federal Aviation Administration (FAA) requirements and Office of Management and Budget (OMB) requirements; and
 - b. DOI and NPS policies on UAS use, as published or amended during the term of this Agreement.
2. The Recipient is prohibited from using Federal funding awarded under this Agreement to procure a covered UAS that is manufactured or assembled by a covered foreign entity, or in connection with the operation of such a drone or UAS pursuant to Sec. 1825 of the American Security Drone Act of 2023 (P.L. 118-31).

J. PATENTS AND INVENTIONS (37 CFR 401)

Recipients of agreements which support experimental, developmental, or research work shall be subject to applicable regulations governing patents and inventions, including the government-wide regulations issued by the Department of Commerce at 37 CFR 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements. These regulations do not apply to any agreement made primarily for educational purposes.

In accordance with 37 CFR 401.3(a), the provision at 37 CFR 401.14(a), with authorized modifications for the National Park Service, is hereby included in this agreement:

(a) Definitions

(1) *Invention* means any invention or discovery which is or may be patentable or otherwise protectable under Title 35 of the United States Code, or any novel variety of plant which is or may be protected under the Plant Variety Protection Act (7 U.S.C. 2321 et seq.).

(2) *Subject invention* means any invention of the recipient conceived or first actually reduced to practice in the performance of work under this agreement, provided that in the case of a variety of plant, the date of determination (as defined in section 41(d) of the Plant Variety Protection Act, 7 U.S.C. 2401(d)) must also occur during the period of agreement performance.

(3) *Practical Application* means to manufacture in the case of a composition or product, to practice in the case of a process or method, or to operate in the case of a

machine or system; and, in each case, under such conditions as to establish that the invention is being utilized and that its benefits are, to the extent permitted by law or government regulations, available to the public on reasonable terms.

(4) *Made* when used in relation to any invention means the conception or first actual reduction to practice of such invention.

(5) *Small Business Firm* means a small business concern as defined at section 2 of Public Law. 85-536 (15 U.S.C. 632) and implementing regulations of the Administrator of the Small Business Administration. For the purpose of this provision, the size standards for small business concerns involved in government procurement and subcontracting at 13 CFR 121.3-8 and 13 CFR 121.3-12, respectively, will be used.

(6) *Nonprofit Organization* means a university or other institution of higher education, or an organization of the type described in section 501(c)(3) of the Internal Revenue Code of 1954 (26 U.S.C. 501(c) and exempt from taxation under section 501(a) of the Internal Revenue Code (25 U.S.C. 501(a)) or any nonprofit scientific or educational organization qualified under a state nonprofit organization statute.

(b) Allocation of Principal Rights.

The Recipient may retain the entire right, title, and interest throughout the world to each subject invention subject to this provision and 35 U.S.C. 203. With respect to any subject invention in which the Recipient retains title, the Federal government shall have a nonexclusive, nontransferable, irrevocable, paid-up license to practice or have practiced for or on behalf of the United States the subject invention throughout the world.

(c) Invention Disclosure, Election of Title and Filing of Patent Application by Recipient

(1) The Recipient will disclose each subject invention to the National Park Service within two months after the inventor discloses it in writing to Recipient personnel responsible for patent matters. The disclosure to the National Park Service shall be in the form of a written report and shall identify the agreement under which the invention was made and the inventor(s). It shall be sufficiently complete in technical detail to convey a clear understanding to the extent known at the time of the disclosure, of the nature, purpose, operation, and the physical, chemical, biological or electrical characteristics of the invention. The disclosure shall also identify any publication, on sale or public use of the invention and whether a manuscript describing the invention has been submitted for publication and, if so, whether it has been accepted for publication at the time of disclosure. In addition, after disclosure to the National Park Service, the Recipient will promptly notify the National Park Service of the acceptance of any manuscript describing the invention for publication or of any on sale or public use planned by the Recipient.

(2) The Recipient will elect in writing whether or not to retain title to any such invention by notifying the National Park Service within two years of disclosure to the National Park Service. However, in any case where publication, on sale or public use has initiated the one-year statutory period wherein valid patent protection can still be obtained in the United States, the period for election of title may be shortened by the National Park Service to a date that is no more than 60 days prior to the end of the statutory period.

(3) The Recipient will file its initial patent application on a subject invention to which it elects to retain title within one year after election of title or, if earlier, prior to the end of any statutory period wherein valid patent protection can be obtained in the United States after a publication, on sale, or public use. The Recipient will file patent applications in additional countries or international patent offices within either ten months of the corresponding initial patent application or six months from the date permission is granted by the Commissioner of Patents and Trademarks to file foreign patent applications where such filing has been prohibited by a Secrecy Order.

(4) Requests for extension of the time for disclosure, election, and filing under subparagraphs (1), (2), and (3) may, at the discretion of the National Park Service, be granted.

(d) Conditions When the Government May Obtain Title.

The Recipient will convey to the National Park Service, upon written request, title to any subject inventions

(1) If the Recipient fails to disclose or elect title to the subject invention within the times specified in (c), above, or elects not to retain title; provided that the National Park Service may only request title within 60 days after learning of the failure of the Recipient to disclose or elect within the specified times.

(2) In those countries in which the Recipient fails to file patent applications within the times specified in (c) above; provided, however, that if the Recipient has filed a patent application in a country after the times specified in (c) above, but prior to its receipt of the written request of the National Park Service, the Recipient shall continue to retain title in that country.

(3) In any country in which the Recipient decides not to continue the prosecution of any application for, to pay the maintenance fees on, or defend in reexamination or opposition proceeding on, a patent on a subject invention.

(e) Minimum Rights to Recipient and Protection of the Recipient Right to File

(1) The Recipient will retain a nonexclusive royalty-free license throughout the world in each subject invention to which the Government obtains title, except if the Recipient fails to disclose the invention within the times specified in (c), above. The

Recipient's license extends to its domestic subsidiary and affiliates, if any, within the corporate structure of which the Recipient is a party and includes the right to grant sublicenses of the same scope to the extent the Recipient was legally obligated to do so at the time the agreement was awarded. The license is transferable only with the approval of the National Park Service except when transferred to the successor of that party of the Recipient's business to which the invention pertains.

(2) The Recipient's domestic license may be revoked or modified by the National Park Service to the extent necessary to achieve expeditious practical application of the subject invention pursuant to an application for an exclusive license submitted in accordance with applicable provisions at 37 CFR part 404 and the National Park Service licensing regulations (if any). This license will not be revoked in that field of use or the geographical areas in which the Recipient has achieved practical application and continues to make the benefits of the invention reasonably accessible to the public. The license in any foreign country may be revoked or modified at the discretion of the National Park Service to the extent the Recipient, its licensees, or the domestic subsidiaries or affiliates have failed to achieve practical application in that foreign country.

(3) Before revocation or modification of the license, the National Park Service will furnish the Recipient a written notice of its intention to revoke or modify the license, and the Recipient will be allowed thirty days (or such other time as may be authorized by the National Park Service for good cause shown by the Recipient) after the notice to show cause why the license should not be revoked or modified. The Recipient has the right to appeal, in accordance with applicable regulations in 37 CFR part 404 and National Park Service regulations (if any) concerning the licensing of Government-owned inventions, any decision concerning the revocation or modification of the license.

(f) Recipient Action to Protect the Government's Interest

(1) The Recipient agrees to execute or to have executed and promptly deliver to the National Park Service all instruments necessary to

- (i) establish or confirm the rights the Government has throughout the world in those subject inventions to which the Recipient elects to retain title, and
- (ii) convey title to the National Park Service when requested under paragraph (d) above and to enable the government to obtain patent protection throughout the world in that subject invention.

(2) The Recipient agrees to require, by written agreement, its employees, other than clerical and non-technical employees, to disclose promptly in writing to personnel identified as responsible for the administration of patent matters and in a format suggested by the Recipient each subject invention made under agreement in order that the Recipient can comply with the disclosure provisions of paragraph (c), above, and to execute all papers necessary to file patent applications on subject inventions and to

establish the government's rights in the subject inventions. This disclosure format should require, as a minimum, the information required by (c)(1), above. The Recipient shall instruct such employees through employee agreements or other suitable educational programs on the importance of reporting inventions in sufficient time to permit the filing of patent applications prior to U.S. or foreign statutory bars.

(3) The Recipient will notify the National Park Service of any decisions not to continue the prosecution of a patent application, pay maintenance fees, or defend in a reexamination or opposition proceeding on a patent, in any country, not less than thirty days before the expiration of the response period required by the relevant patent office.

(4) The Recipient agrees to include, within the specification of any United States patent applications and any patent issuing thereon covering a subject invention, the following statement, "This invention was made with government support under (identify the agreement) awarded by (identify the Federal agency). The government has certain rights in the invention."

(g) Subcontracts. The Recipient will include this provision, suitably modified to identify the parties, in all sub-agreements or subcontracts, regardless of tier, for experimental, developmental or research work. The sub-recipient or subcontractor will retain all rights provided for the Recipient in this provision, and the Recipient will not, as part of the consideration for awarding the sub-agreement or subcontract, obtain rights in the sub-recipient's or subcontractor's subject inventions.

(h) Reporting on Utilization of Subject Inventions. The Recipient agrees to submit on request periodic reports no more frequently than annually on the utilization of a subject invention or on efforts at obtaining such utilization that are being made by the Recipient or its licensees or assignees. Such reports shall include information regarding the status of development, date of first commercial sale or use, gross royalties received by the Recipient, and such other data and information as the National Park Service may reasonably specify. The Recipient also agrees to provide additional reports as may be requested by the National Park Service in connection with any march-in proceeding undertaken by the National Park Service in accordance with paragraph (j) of this provision. As required by 35 U.S.C. 202(c)(5), the National Park Service agrees it will not disclose such information to persons outside the government without permission of the Recipient.

(i) Preference for United States Industry. Notwithstanding any other part of this provision, the Recipient agrees that neither it nor any assignee will grant to any person the exclusive right to use or sell any subject inventions in the United States unless such person agrees that any products embodying the subject invention or produced through the use of the subject invention will be manufactured substantially in the United States. However, in individual cases, the requirement for such an agreement may be waived by the National Park Service upon a showing by the Recipient or its assignee that reasonable but unsuccessful efforts have been made to grant licenses on similar terms to potential licensees that would be likely to

manufacture substantially in the United States or that under the circumstances domestic manufacture is not commercially feasible.

(j) March-in Rights. The Recipient agrees that with respect to any subject invention in which it has acquired title, the National Park Service has the right in accordance with the procedures in 37 CFR 401.6 and any supplemental regulations of the National Park Service to require the Recipient, an assignee or exclusive licensee of a subject invention to grant a nonexclusive, partially exclusive, or exclusive license in any field of use to a responsible applicant or applicants, upon terms that are reasonable under the circumstances, and if the Recipient, assignee, or exclusive licensee refuses such a request the National Park Service has the right to grant such a license itself if the National Park Service determines that:

(1) Such action is necessary because the Recipient or assignee has not taken or is not expected to take within a reasonable time, effective steps to achieve practical application of the subject invention in such field of use.

(2) Such action is necessary to alleviate health or safety needs, which are not reasonably satisfied by the Recipient, assignee, or their licensees.

(3) Such action is necessary to meet requirements for public use specified by Federal regulations and such requirements are not reasonably satisfied by the Recipient, assignee, or licensees; or

(4) Such action is necessary because the agreement required by paragraph (i) of this provision has not been obtained or waived or because a licensee of the exclusive right to use or sell any subject invention in the United States is in breach of such agreement.

(k) Special Provisions for Agreements with Nonprofit Organizations.

If the Recipient is a nonprofit organization, it agrees that:

(1) Rights to a subject invention in the United States may not be assigned without the approval of the National Park Service, except where such assignment is made to an organization which has as one of its primary functions the management of inventions, provided that such assignee will be subject to the same provisions as the Recipient;

(2) The Recipient will share royalties collected on a subject invention with the inventor, including Federal employee co-inventors (when the National Park Service deems it appropriate) when the subject invention is assigned in accordance with 35 U.S.C. 202(e) and 37 CFR 401.10;

(3) The balance of any royalties or income earned by the Recipient with respect to subject inventions, after payment of expenses (including payments to inventors) incidental to the administration of subject inventions, will be utilized for the support of scientific research or education; and

(4) It will make efforts that are reasonable under the circumstances to attract licensees of subject invention that are small business firms and that it will give a preference to a small business firm when licensing a subject invention if the Recipient determines that the small business firm has a plan or proposal for marketing the invention which, if executed, is equally as likely to bring the invention to practical application as any plans or proposals from applicants that are not small business firms; provided, that the Recipient is also satisfied that the small business firm has the capability and resources to carry out its plan or proposal. The decision whether to give a preference in any specific case will be at the discretion of the Recipient. However, the Recipient agrees that the National Park Service may review the Recipient's licensing program and decisions regarding small business applicants, and the Recipient will negotiate changes to its licensing policies, procedures, or practices with the National Park Service when this review discloses that the Recipient could take reasonable steps to implement more effectively the requirements of this paragraph (k)(4).

(l) Communication. Communications regarding matters relating to this provision shall be directed to the Deputy Associate Solicitor, Branch of Procurements and Patents, Office of the Solicitor, U.S. Department of the Interior, 1849 C Street NW, Washington, D.C. 20240.

K. ENSURING THE FUTURE IS MADE IN ALL OF AMERICA BY ALL OF AMERICA'S WORKERS PER E.O. 14005 (dated January 25, 2021)

Per Executive Order 14005, entitled "Ensuring the Future Is Made in All of America by All of America's Workers" the Recipient shall maximize the use of goods, products, and materials produced in, and services offered in, the United States, and whenever possible, procure goods, products, materials, and services from sources that will help American businesses compete in strategic industries and help America's workers thrive.

L. THE REHABILITATION ACT OF 1973

Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794)

The Recipient agrees to comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), which prohibits discrimination on the basis of disability in programs and activities receiving Federal financial assistance. The Recipient must ensure that no qualified individual with a disability is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity conducted under this agreement. The Recipient shall provide reasonable accommodation and access to individuals with disabilities as required by applicable law.

Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794d)

While the requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794d), do not apply to financial assistance agreements, the NPS is subject to the Act's requirements that all documents posted on an NPS, or NPS-hosted website comply with the accessibility standards of the Act. Accordingly, final deliverable reports prepared under this agreement and submitted in electronic format must be submitted in a format whereby

NPS can easily meet the requirements of Section 508 of the Rehabilitation Act of 1973, as amended. *NOTE: Progress Reports and financial reports are not considered final deliverables and therefore the following requirements do not apply.*

All electronic documents prepared under this Agreement must meet the requirements of Section 508 of the Rehabilitation Act of 1973, as amended. The Act requires that all electronic products prepared for the Federal Government be accessible to persons with disabilities, including those with vision, hearing, cognitive, and mobility impairments. View [Section 508 of the Rehabilitation Act, Standards and Guidelines](#) for detailed information.

The following summarizes some of the requirements for preparing NPS reports in conformance with Section 508 for eventual posting by NPS to an NPS-sponsored website. For specific detailed guidance and checklists for creating accessible digital content, please go to [Section 508.gov, Create Accessible Digital Products](#). All accessible digital content must conform to the requirements and techniques of the [Web Content Accessibility Guidelines \(WCAG\) 2.0 or later](#), Level AA Success Criteria.

a. Electronic documents with images

Provide a text equivalent for every non-text element (including photographs, charts, and equations) in all publications prepared in electronic format. Use descriptions such as "alt" and "longdesc" for all non-text images or place them in element content. For all documents prepared, vendors must prepare one standard HTML format as described in this statement of work AND one text format that includes descriptions for all non-text images. "Text equivalent" means text sufficient to reasonably describe the image. Images that are merely decorative require only a very brief "text equivalent" description. However, images that convey information that is important to the content of the report require text sufficient to reasonably describe that image and its purpose within the context of the report.

b. Electronic documents with complex charts or data tables

When preparing tables that are heavily designed, prepare adequate alternate information so that assistive technologies can read them out. Identify row and column headers for data tables. Provide the information in a non-linear form. Markups will be used to associate data cells and header cells for data tables that have two or more logical levels of row and column headers.

c. Electronic documents with forms

When electronic forms are designed to be completed on-line, the form will allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.

M. ANTI-DEFICIENCY ACT

Pursuant to 31 U.S.C. §1341 nothing contained in this Agreement shall be construed as binding the NPS to expend in any one fiscal year any sum in excess of appropriations made by Congress, for the purposes of this Agreement for that fiscal year, or other obligation for the further expenditure of money in excess of such appropriations.

N. ASSIGNMENT

No part of this Agreement shall be assigned to any other party without prior written approval of the NPS and the Assignee.

O. MEMBER OF CONGRESS

Pursuant to 41 U.S.C. § 22, no Member of Congress shall be admitted to any share or part of any contract or agreement made, entered into, or adopted by or on behalf of the United States, or to any benefit to arise thereupon.

P. AGENCY

The Recipient is not an agent or representative of the United States, the Department of the Interior, NPS, or the Park, nor will the Recipient represent itself as such to third parties. NPS employees are not agents of the Recipient and will not act on behalf of the Recipient.

Q. NON-EXCLUSIVE AGREEMENT

This Agreement in no way restricts the Recipient or NPS from entering into similar agreements, or participating in similar activities or arrangements, with other public or private agencies, organizations, or individuals.

R. PARTIAL INVALIDITY

If any provision of this Agreement or the application thereof to any party or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement or the application of such provision to the parties or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

S. NO EMPLOYMENT RELATIONSHIP

This Agreement is not intended to and shall not be construed to create an employment relationship between NPS and Recipient or its representatives. No representative of Recipient shall perform any function or make any decision properly reserved by law or policy to the Federal government.

T. NO THIRD-PARTY RIGHTS

This Agreement creates enforceable obligations between only NPS and Recipient. Except as expressly provided herein, it is not intended, nor shall it be construed to create any right of enforcement by or any duties or obligation in favor of persons or entities not a party to this Agreement.

U. PROGRAM INCOME

If the Recipient earns program income, as defined in 2 CFR § 200.1, during the period of performance of this agreement, to the extent available the Recipient must disburse funds available from program income, and interest earned on such funds, before requesting additional cash payments (2 CFR § 200.305 (5)). As allowed under 2 CFR § 200.307, program income may be added to the Federal award by the Federal agency and Recipient. The program income must be used for costs incurred during the period of performance or allowable closeout costs. Disposition of program income remaining after the end of the period of performance shall be negotiated as part of the agreement closeout process.

V. RIGHTS IN DATA

The Recipient must grant the United States of America a royalty-free, non-exclusive and irrevocable license to publish, reproduce and use, and dispose of in any manner and for any purpose without limitation, and to authorize or ratify publication, reproduction or use by others, of all copyrightable material first produced or composed under this Agreement by the Recipient, its employees or any individual or concern specifically employed or assigned to originate and prepare such material.

W. CONFLICT OF INTEREST

(a) Applicability.

1. This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.
2. In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict-of-interest provisions in 2 CFR 200.318 apply.

(b) Requirements.

1. Non-Federal entities must avoid prohibited conflicts of interest, including any significant financial interests that could cause a reasonable person to question the recipient's ability to provide impartial, technically sound, and objective performance under or with respect to a Federal financial assistance agreement.
2. In addition to any other prohibitions that may apply with respect to conflicts of interest, no key official of an actual or proposed recipient or subrecipient, who is substantially involved in the proposal or project, may have been a former

Federal employee who, within the last one (1) year, participated personally and substantially in the evaluation, award, or administration of an award with respect to that recipient or subrecipient or in development of the requirement leading to the funding announcement.

3. No actual or prospective recipient or subrecipient may solicit, obtain, or use non-public information regarding the evaluation, award, or administration of an award to that recipient or subrecipient or the development of a Federal financial assistance opportunity that may be of competitive interest to that recipient or subrecipient.

(c) Notification.

1. Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR 200.112, Conflicts of interest.

(d) Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients. Restrictions on Lobbying. Non-Federal entities are strictly prohibited from using funds under this grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR Part 18 and 31 U.S.C. 1352.

(e) Review Procedures. The Financial Assistance Officer will examine each conflict-of-interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it.

(f) Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the Government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.338, Remedies for Noncompliance, including suspension or debarment (see also 2 CFR Part 180).

X. BUILD AMERICA, BUY AMERICA

Pursuant to 2 CFR Part 184 – Buy America Preferences for Infrastructure Projects. None of the funds under an award may be obligated for an infrastructure project unless all the iron, steel, manufactured products, and construction materials used in the project are produced in the U.S., unless subject to an approved waiver. This part applies to an entire infrastructure project even if funded by Federal and non-Federal funds under one or more awards. Recipients must include this preference in all subawards, contracts, and purchase orders related to infrastructure projects under Federal awards.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

For further information on the Buy America preference, please visit [“Buy America” Domestic Sourcing Guidance and Waiver Process for DOI Financial Assistance Agreements | U.S. Department of the Interior](#). Additional information can also be found at the White House Made in America Office website: [Made In America | OMB | The White House](#).

Waivers

There may be instances where an award qualifies, in whole or in part, for an existing DOI general applicability waiver as described at: [Approved DOI General Applicability Waivers | U.S. Department of the Interior](#).

When necessary, recipients may apply for, and the Department of the Interior (DOI) may grant, a waiver from these requirements, subject to review by the Made in America Office. If a general applicability waiver does not already apply, a request to waive the application of the domestic content procurement preference may be submitted to the Financial Assistance Awarding Officer in writing. Waiver request submission requirements are described at: [“Buy America” Domestic Sourcing Guidance and Waiver Process for DOI Financial Assistance Agreements | U.S. Department of the Interior](#).

Questions pertaining to waivers should be directed to the *Financial Assistance Awarding Officer*.

Definitions

The definitions applicable to this term are set forth at 2 CFR §184.3, the full text of which is incorporated by reference. For additional legal definitions and sourcing requirements, the recipient must consult the [“Buy America” Domestic Sourcing Guidance and Waiver Process for DOI Financial Assistance Agreements | U.S. Department of the Interior, 2 CFR Part 184, and the OMB Memorandum M-24-02, Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure](#).

Y. SIGNATURES

Recipients are NOT required to sign the Notice of Financial Assistance Award letter or any other award document. As per DOI standard award terms and conditions, the recipient's acceptance of a financial assistance award is defined as the start of work, drawing down funds, or accepting the award via electronic means.

Z. EXECUTIVE ORDERS AND DEPARTMENT OF THE INTERIOR SECRETARY
ORDERS

Recipients must comply with all applicable Presidential Executive Orders (EO) found at: <https://www.whitehouse.gov/presidential-actions/> and all applicable DOI Secretary's Orders (SO) found at: <https://www.doi.gov/document-library/secretary-order> that are in effect at the time of award, or that may take effect during the period of performance of the award. By accepting this award, the recipient certifies awareness and compliance with all current and applicable executive and secretary orders, including the President's EO on *Ending Radical and Wasteful Government DEI Programs and Preferencing* as well as the EO and SO on *Restoring Truth and Sanity to American History*.

Recipients are responsible for ensuring their activities are consistent with the intent and requirements of these directives.

Budget Form for 2025 LWCF Construction Projects

Project Name: Essex Junction Cascade Park Redevelopment

Summary: Redevelopment will include relocating and upgrading multi use courts, installing lighting, establishing multi use field, replace aging playground equipment, developing additional parking area, and developing bathroom facilities.

See the LWCF Grant Application Guidance for what is eligible and instructions to help you complete the Project Budget. Enter information in the white outlined cells only. Only eligible project costs will be allowed.

Expense Name	Description/Calculation Explanation	Total Cost	Costs Not Allowable for Participation	Total Allowable Costs
1. Administrative and legal expenses				
Business Services Administrator	Grant Administration- estimating 50 hours at \$50/hour - in-kind match	\$2,500.00		\$2,500.00
Grounds and Facilities Director	Obtaining quotes, writing/reviewing RFPs, contract and project management, staff supervision- estimating 150 hours at \$50/hour - in-kind match	\$7,500.00		\$7,500.00
Recreation and Parks Director	Permitting, RFP prep/review and project management- estimating 80 hours at \$50/hour - in kind match	\$4,000.00		\$4,000.00
Permitting	Small building permit, Industrial Stormwater Discharge Permit, Construction Stormwater Discharge Permit, Wastewater System and Potable Water Supply Permit	\$2,886.00		\$2,886.00
Sub-Total:		\$16,886.00	\$0.00	\$16,886.00
4. Architectural and engineering fees				
Architectural Services- Bathroom Design	Based on recent services rendered- estimated 30 hours at \$200/hour	\$6,000.00		\$6,000.00
Engineering and Surveying Services- Bathroom Design	Based on recent services rendered- estimated 30 hours at \$175/hour	\$5,250.00		\$5,250.00
Engineering and Surveying Services- Court surface	Based on recent services rendered- estimated 20 hours \$175/hour	\$3,500.00		\$3,500.00
Engineering Services- Electrical Plan	Based on recent services rendered- estimated 15 hours at \$175/hour	\$2,625.00		\$2,625.00
Sub-Total:		\$17,375.00	\$0.00	\$17,375.00
7. Site work				
New Multi-Purpose Field	Prep ground, plant grass, pour concrete slab for bleachers- includes contracted labor based on recent soil purchases and landscaping costs	\$12,000.00		\$12,000.00
Landscaping	Planting of new trees by City Tree Advisory Committee along Cascade Street and around new parking area per the Land Development Code for landscaping- half of 2% of entire project budget as required	\$9,900.00		\$9,900.00
New Courts	Prep ground, leveling, fill, compaction- based on quotes from landscaping companies	\$110,000.00		\$110,000.00
New parking spaces	Prep ground, fill with crushed gravel- 3 employees estimated at 24 hours at \$30/hour plus crushed gravel. - EJRP Maintenance in kind match	\$4,660.00		\$4,660.00
General site maintenance and oversight	Site prep, set up, clean up, signage, safety fencing - 3 employees estimating 40 hours at \$30/hour	\$3,600.00		\$3,600.00
Electrical	New service from road, panel and wiring of building- based on recent construction project	\$70,000.00		\$70,000.00
Bathroom Facility	Prep ground & slab for new bathroom facility	\$25,000.00		\$25,000.00
Sewer Connection	Connecting bathroom facility to City water and sewer- based on recent bathroom project	\$40,000.00		\$40,000.00
Sub-Total:		\$275,160.00	\$0.00	\$275,160.00
8. Demolition and removal				
Removal of old/existing courts and fencing	To be completed by City of Essex Junction Public Works- estimated 3 employees at 24 hours at \$35/hour - in kind match	\$2,520.00		\$2,520.00
Removal of old/existing playground	To be completed by contractor- based on recent services rendered	\$5,000.00		\$5,000.00
Sub-Total:		\$7,520.00	\$0.00	\$7,520.00
9. Construction				
New Playground	6 swings, play structure, spinner, border and safety chips- based on recent playground RFP	\$90,000.00		\$90,000.00
Bathrooms	Cinderblock walls, roof, plumbing, fixtures, doors- based on recent construction project	\$110,000.00		\$110,000.00
New Courts	Asphalt and surfacing- based on recent contractor quote	\$340,000.00		\$340,000.00
Gravel walkway from new parking spaces to park	ADA accessible, gravel walkway from parking lot to park- based on material costs from recent project and labor (3 recreation maintenance employees for 22 hours at \$30/hour) - EJRP Maintenance in kind match	\$7,000.00		\$7,000.00
Lights	Lighting for 38,000 square foot court area- (9) 25' light poles with lights at \$1600 each- based on market research	\$14,400.00		\$14,400.00
Fencing	780 feet of fencing for 38,000 square foot court area- based on market research	\$65,000.00		\$65,000.00

Shade Structures	2 shade structures for court players at \$12,000 each- based on market research	\$24,000.00		\$24,000.00
Sub-Total:		\$650,400.00	\$0.00	\$650,400.00
11. Miscellaneous				
Nets/Posts/Dividers	Nets and posts for 2 tennis courts and 9 pickleball courts at \$900 each; 5 pickleball net dividers at \$800 each- based on market research	\$13,900.00		\$13,900.00
Signage	12 plastic signs at \$150 and one wooden sign at \$1000- based on recent purchases with sign company	\$2,800.00		\$2,800.00
Backstop	For multi-use field to support youth baseball- based on market research	\$400.00		\$400.00
Bike Racks	5 hoop-style bike racks as required by Land Development Code related to parking with a Major Site Plan Adjustment- based on market research	\$1,500.00		\$1,500.00
Basketball Hoops and Protective covers	2 hoops and protective covers for basketball court at \$3200 each- based on market research	\$6,400.00		\$6,400.00
Sub-Total:		\$25,000.00	\$0.00	\$25,000.00
14. SUBTOTAL		\$992,341.00	\$0.00	\$992,341.00
		Total Cost	Costs Not Allowable	Total Allowable Costs
16. TOTAL PROJECT COSTS (subtract #15 from #14)		\$992,341.00	\$0.00	\$992,341.00

Total Federal Assistance Requested	\$496,170.50
Match Rate (Minimum match of 50% of the project's total cost required)	50%

496170.5

This budget template is meant as a guide. Please add additional rows if appropriate.

NOTE: If awarded, plan that the earliest anticipated start dates for you to contract external professionals will be June 1, 2026
Budgets should take into account the likelihood of reasonable increases in project services and materials.

NOTES
Match contributions will be from in-kind contributions, capital funds, and enterprise fund balance. \$14,000 In-kind contributions, includes administrative staff costs for the Business Services Administrator, Grounds and Facilities Director, and Recreation Director. The EJRP Maintenance division will perform the site work for the new parking spaces and gravel walkway, and provide general site maintenance and oversight (site prep, set-up, clean-up, signage, safety fencing, installation of new signage and bike racks) for a total of \$11,660. The City Public Works Department will remove the old/existing courts at a value of \$2,520.
Remaining \$467,990.50 are committed funds from Essex Junction Recreation and Parks capital fund and enterprise fund balance. The City Manager and Finance Director have reviewed our budget and allocations and the City Council has approved this application.

Project costs will be matched by the following sources and amounts:	
Local Match: Town capital funds and enterprise funds, in-kind contributions	\$496,170.50
Total Match	\$496,170.50

LWCF

National Park Service
U.S. Department of the Interior
State and Local Assistance Programs



50-00697 Essex Junction Cascade Park
Redevelopment

Essex Junction, Chittenden, VT

Proposed Federal Action

Approval of Land and Water Conservation Fund (LWCF) grant number 50-00697 Essex Junction Cascade Park Redevelopment. The project statement of work is as follows: The recipient, Vermont Department of Forests, Parks and Recreation, will pass through a subaward/subgrant to the subrecipient, City of Essex Junction, to improve Cascade Park. This project will: demolish existing sports courts and convert them into a multi-purpose field; replace playground equipment; construct a restroom, parking area, and multi-purpose courts; and install lighting, landscaping, fencing, and shade structures.

Categorical Exclusion

This grant has been environmentally certified F(5) which states: "Grants for the construction of new facilities within an existing park or recreation area, provided that the facilities will not:

- a. conflict with adjacent ownerships or land use, or cause a nuisance to adjacent owners or occupants, e.g., extend use beyond daylight hours;
- b. introduce motorized recreation vehicles;
- c. introduce active recreation pursuits into a passive recreation area;
- d. increase public use or introduce noncompatible uses to the extent of compromising the nature and character of the property or causing physical damage to it; or
- e. add or alter access to the park from the surrounding area."

No extraordinary circumstances apply.

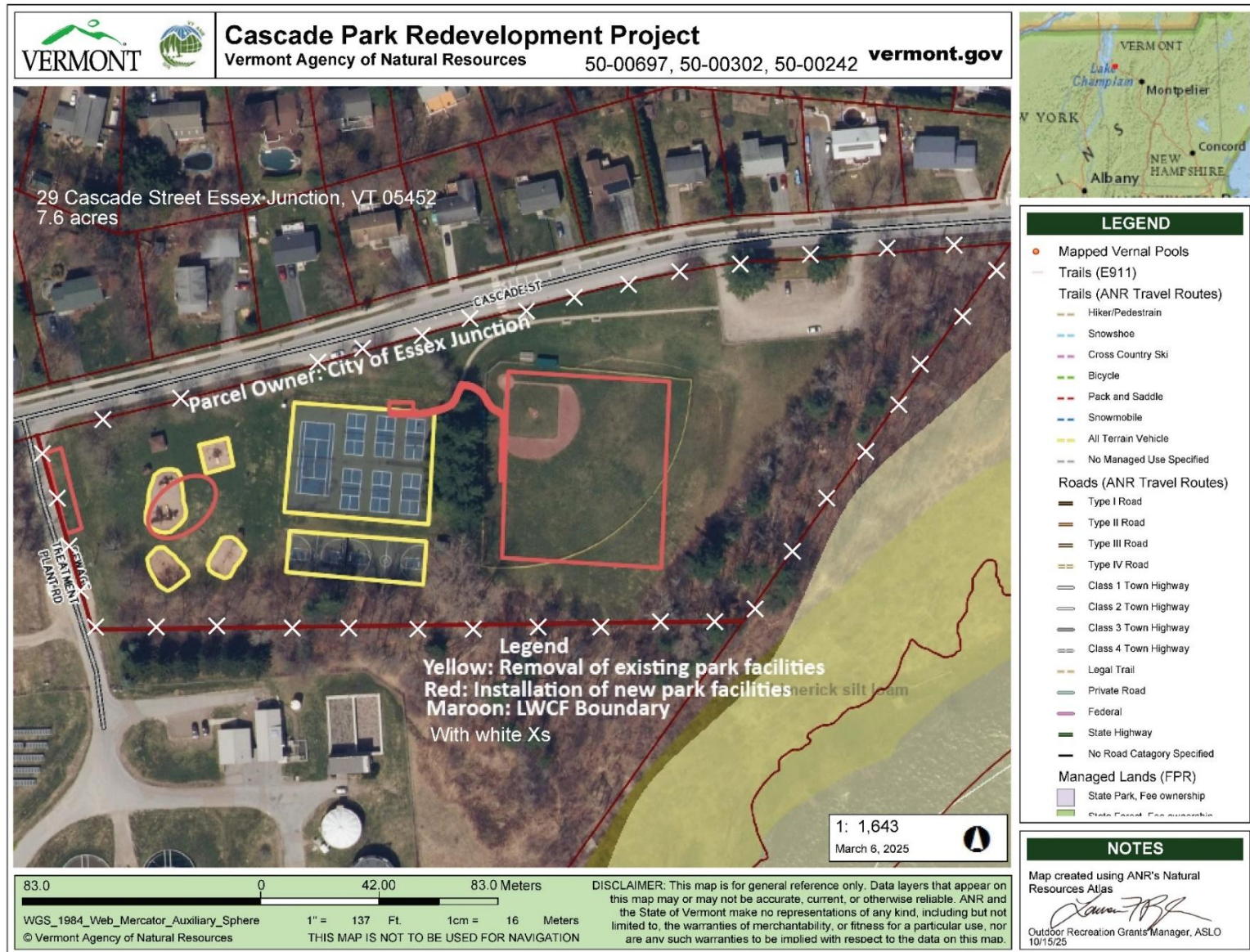
Executive Order 14154, Unleashing American Energy (Jan. 20, 2025), and a Presidential Memorandum, Ending Illegal Discrimination and Restoring Merit-Based Opportunity (Jan. 21, 2025), require the Department to strictly adhere to the National Environmental Policy Act (NEPA), 42 U.S.C. §§ 4321 et seq. Further, such Order and Memorandum repeal Executive Orders 12898 (Feb. 11, 1994) and 14096 (Apr. 21, 2023). Because Executive Orders 12898 and 14096 have been repealed, complying with such Orders is a legal impossibility. The NPS verifies that it has complied with the requirements of NEPA, including the Department's regulations and procedures implementing NEPA at 43 C.F.R. Part 46 and Part 516 of the Departmental Manual, consistent with the President's January 2025 Order and Memorandum.

HALLIE GROFF
Digitally signed by HALLIE
GROFF
Date: 2026.06.02 13:06:52
-06'00'

Hallie Groff
Supervisory Compliance Officer
Land and Water Conservation Fund Program
National Park Service - Interior Regions 6, 7, and 8

Date

ATTACHMENT E: PROJECT MAP / LWCF 6(F)(3) BOUNDARY MAP



83.0 0 42.00 83.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere 1" = 137 Ft 1cm = 16 Meters

© Vermont Agency of Natural Resources THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

NOTES

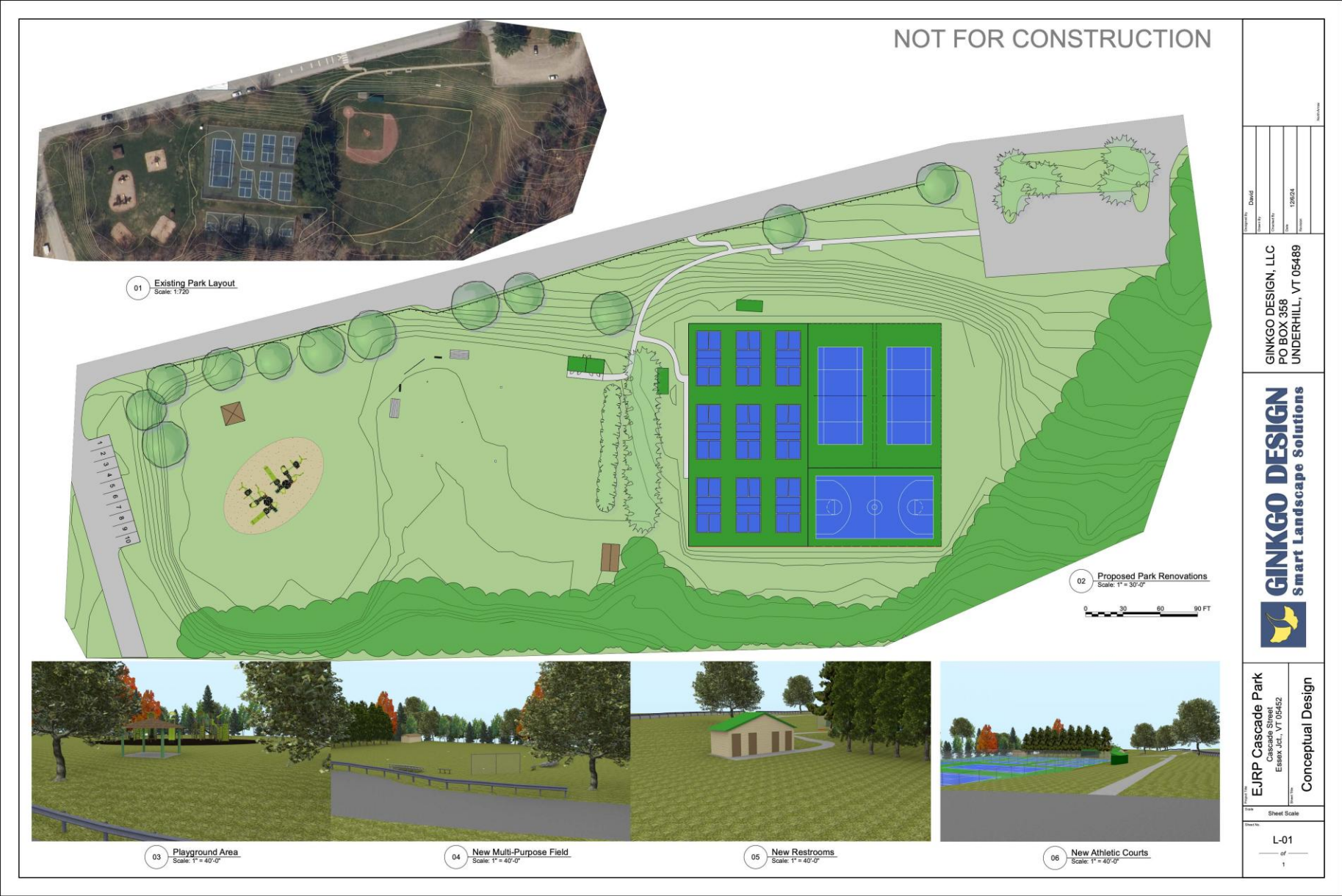
Map created using ANR's Natural Resources Atlas

Sam FPR

Outdoor Recreation Grants Manager, ASLO

10/15/25

ATTACHMENT F: SITE PLANS





MEMO

To: City Council
From: Regina Mahony
Meeting Date: August 12, 2026
Agenda Item: Essex High School Homecoming Bonfire Burn Permit Request

ISSUE:

Garry Scott, Director of Facilities and District Safety, on behalf of Essex High School (EHS), is requesting a burn permit from the City Council to hold their annual Homecoming bonfire.

DISCUSSION:

EHS will hold its Homecoming football game on Friday, September 25, 2026, and would like to have the usual pallet bonfire in the fire pit past the north end zone of the football field. There will be a safety perimeter set up with assistance from Essex Police, Essex Junction Fire and EWSD safety and administrative staff. Fire Chief Gaboriault has approved this request and stated that they will have a crew there to support. The Essex Junction Public Nuisance Ordinance Section 614 Open Fires, subpart D: "... The Village Trustees, with the concurrence of the Essex Junction Fire Chief, may approve a burn permit for a community event provided that the Essex Junction Fire Department is present."

COST: None

RECOMMENDED MOTION:

It is recommended that the City Council approve the burn permit as authorized by the Essex Junction Public Nuisance Ordinance.

ATTACHMENTS: None

07/24/26

City of Essex Junction Accounts Payable

Page 1 of 18

03:08 pm

Check Warrant Report # 24125 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 07/16/26 To 07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS 9820	06/22/26	Maint Supplies 455261735115	210-5-30-12-610.000 General Supplies	10.99	59148	07/24/26
05290	ADVANCE AUTO PARTS 9820	07/17/26	WASHER FLUID 552619822188	210-5-40-12-610.000 General Supplies	6.99	59148	07/24/26
05290	ADVANCE AUTO PARTS 9820	07/17/26	Shop supplies 552619851682	210-5-40-12-610.000 General Supplies	49.98	59148	07/24/26
05290	ADVANCE AUTO PARTS 9820	07/20/26	4.5X.040 MT BLADE 552620151776	210-5-40-12-610.000 General Supplies	12.40	59148	07/24/26
07305	AIRGAS USA LLC	06/01/26	LEASE RENEWAL FY27 5525352127	210-5-40-12-610.000 General Supplies	425.00	59149	07/24/26
07305	AIRGAS USA LLC	07/17/26	ACETYLENE IND #4 FLAT TOP 9173884562	210-5-40-12-610.000 General Supplies	142.37	59149	07/24/26
28555	ALLEGIANCE TRUCKS	06/29/26	Cab Tilt Repair R122006518:0	210-5-25-10-430.000 R&M Vehicles & Equipment	1007.68	59150	07/24/26
80184	AMAZON BUSINESS SERVICES	07/13/26	BL AProg JUL26 141YH4WQ6RYM	210-5-35-10-840.201 Adult Programs	68.36	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/21/26	BL CProg JUL26 14LKLCG446NK	210-5-35-10-840.202 Childrens Programs	23.64	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/13/26	BL Supplies JUL26 196HV4JPGPFP	210-5-35-10-610.000 General Supplies	35.42	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/21/26	BL Supplies JUL26 19FMLWGYF1L	210-5-35-10-610.000 General Supplies	132.09	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/13/26	BL JSupplies JUL26 1CM6KQT3J71X	210-5-35-10-610.000 General Supplies	102.20	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/08/26	BL CProg JUL26 1MY3VGP37YHT	210-5-35-10-840.202 Childrens Programs	14.24	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/12/26	BL Supplies JUL26 1PLVF6MHHHF3	210-5-35-10-610.000 General Supplies	133.80	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/10/26	BL CProgs JUL26 1TTVWGHDKVXQ	210-5-35-10-840.202 Childrens Programs	261.63	59152	07/24/26
80184	AMAZON BUSINESS SERVICES	07/13/26	BL AProgr JUL26 1YHGQJCRXCKK	210-5-35-10-840.201 Adult Programs	50.44	59152	07/24/26
19815	AMAZON CAPITAL SERVICES	07/10/26	Maint Supplies 14QNTN9RH6W	210-5-30-12-610.000 General Supplies	65.84	59153	07/24/26
19815	AMAZON CAPITAL SERVICES	07/13/26	Office Supplies 19C9JN3FY9KX	210-5-30-10-610.000 General Supplies	139.99	59153	07/24/26
19815	AMAZON CAPITAL SERVICES	07/07/26	Office Supplies 1LN4JWK3JCMV	210-5-30-10-610.000 General Supplies	78.27	59153	07/24/26
19815	AMAZON CAPITAL SERVICES	07/13/26	Office Supplies 1X4WYFVRL1VJ	210-5-30-10-610.000 General Supplies	28.87	59153	07/24/26
80061	BASSICK, LINDA	07/07/26	BL CProgs-Music JUL26 0034	210-5-35-10-840.202 Childrens Programs	250.00	59156	07/24/26
26395	CCRPC	05/31/26	Hoyle Tanner Inv# 007578 1030	210-5-16-10-899.000 Matching Grant Funds	421.40	59159	07/24/26
26395	CCRPC	05/31/26	Comp Plan Updates 5/26 2025975	210-5-16-10-895.000 State and Other Grant Exp	2261.73	59159	07/24/26
26395	CCRPC	05/31/26	Comp Plan Updates 5/26 2025975	210-5-16-10-899.000 Matching Grant Funds	753.90	59159	07/24/26
25765	CEDAR RIDGE SPRINKLER COR	07/14/26	2 Lincoln Sprinkler Inspe 14923	210-5-41-20-400.000 Contracted Services	590.00	59160	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V04609	CENTER POINT LARGE PRINT	07/01/26	BL LP Books JUL26 2256292	210-5-90-00-991.000 Library Donation Expense	103.08	59161	07/24/26
21210	CINTAS LOC # 68M 71 M	07/09/26	3X10 BLACK MAT 4275183518	210-5-40-12-610.000 General Supplies	26.30	59165	07/24/26
21210	CINTAS LOC # 68M 71 M	07/16/26	3X10 BLACK MAT 4275914948	210-5-40-12-610.000 General Supplies	26.30	59165	07/24/26
39475	CLAUSSEN'S INC	07/10/26	Landscaping Plants July 2 41184	210-5-40-12-571.000 Streetscape Maintenance	77.94	59166	07/24/26
30100	COBRAHELP	07/16/26	Cobra Helps July 2026 371016	210-5-10-10-330.000 Professional Services	45.05	59167	07/24/26
17025	COONRADT AMY	07/12/26	Rec Sec CC Meeting 070826 0250	210-5-11-10-330.000 Professtional Services	127.30	59168	07/24/26
00600	DION SECURITY INC	07/10/26	Cabinet Lock Service July 104655	210-5-41-20-431.000 R&M Buildings & Grounds	105.00	59170	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Invoice 17 Park St 24805 071726	210-1-00-00-130.002 Exchange - Billable	796.25	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Invoice ADL stormw 25801 071726	210-1-00-00-130.002 Exchange - Billable	92.50	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin CVE Invoice June 2 25830 071726	210-1-00-00-130.002 Exchange - Billable	92.50	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Meadow Terr Invoic 26802 071726	210-1-00-00-130.002 Exchange - Billable	46.25	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Comm Dev PW June 2026 26810 071726	210-5-16-10-330.000 Professional Services	138.75	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Comm Dev PW June 2026 26810 071726	210-5-40-12-330.000 Professional Services	185.00	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Invoice Code updat 26813 071026	210-5-16-10-330.000 Professional Services	92.50	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Assistance-RVJ -June 1 26816 071726	210-5-40-12-330.000 Professional Services	1655.75	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Park St striping p 26820 071726	210-5-16-10-330.000 Professional Services	5876.25	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Capital Projects - Jun 2682371726	210-5-40-12-330.000 Professional Services	323.75	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Hamlin Misc Invoice June 26826 071726	210-5-16-10-330.000 Professional Services	1526.25	59172	07/24/26
40025	E J PRESCOTT INC	07/09/26	Park Maint 6670551	210-5-30-12-431.000 R&M Buildings & Grounds	850.20	59175	07/24/26
19410	EAST COAST SIGNALS	04/16/26	PED ISSUES PARK SOUTH; P 0426-201953	210-5-40-12-572.000 Traffic Control	577.50	59177	07/24/26
19410	EAST COAST SIGNALS	07/13/26	JUNE 2026 Service Work - 0626-201953	210-5-40-12-572.000 Traffic Control	5155.00	59177	07/24/26
V0777	ESSEX REPORTER	06/30/26	Print Ad July 2026 456285	210-5-10-10-540.000 Advertising	615.00	59180	07/24/26
V0777	ESSEX REPORTER	07/15/26	Web Ad July 2026 457712	210-5-10-10-540.000 Advertising	145.00	59180	07/24/26
31875	ESSEX TOWN WATER DEPT	06/26/26	Maint Bldg Sewer 324033811	210-5-41-26-410.000 Water and Sewer Charges	186.01	59181	07/24/26
38955	F W WEBB COMPANY	07/17/26	EXP tank for shop 96986614	210-5-40-12-431.000 R&M Buildings & Grounds	96.21	59183	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80021	FIRST NATIONAL BANK OF OM	06/26/26	Staff Open House Food 003-57487	210-5-10-10-845.000 Employee/Volunteer Recogn	234.87	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/22/26	FD Supplies 0199466	210-5-25-10-610.000 General Supplies	456.16	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/26/26	FD Supplies 041839	210-5-25-10-610.000 General Supplies	39.19	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/16/26	NNECAPA ConfYuen 06162026D Oc	210-5-16-10-500.000 Training, Conf, Dues	338.75	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	01 July 2026 GOCO 165673	210-5-10-10-505.000 Tech. Subs, Licenses	745.79	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/24/26	FD Supplies 2598619	210-5-25-10-610.000 General Supplies	29.98	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/29/26	2 Lincoln Supplies 3124217	210-5-10-10-610.000 General Supplies	65.95	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	Bandaidas 3517059	210-5-10-10-610.000 General Supplies	14.37	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/10/26	City Council Name Tags 37475	210-5-11-10-610.000 General Supplies	17.30	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/22/26	FD Supplies 4233847	210-5-25-10-610.000 General Supplies	59.07	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	Sheet Protectors 4282679	210-5-12-10-610.000 General Supplies	35.98	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/23/26	Cleaning Wipes 4392	210-5-25-10-613.000 Program Supplies	288.96	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/02/26	Admin time tracking June 478132	210-5-13-10-505.000 Tech. Subs, Licenses	191.09	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/09/26	Brownell time tracking Ju 478524	210-5-13-10-505.000 Tech. Subs, Licenses	228.00	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/24/26	2 Lincoln Supplies CREDIT 63296830CR	210-5-10-10-610.000 General Supplies	-23.55	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/24/26	2 Lincoln Supplies 6329830	210-5-10-10-610.000 General Supplies	23.55	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/29/26	Building Supplies for Tra 86713	210-5-25-10-500.000 Training, Conf, Dues	156.94	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/24/26	Clerk Supplies 9122653	210-5-12-10-610.000 General Supplies	16.37	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/26/26	Postage Machine Ink MS11036	210-5-10-10-610.000 General Supplies	64.99	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	06/23/26	Credit June tax paid Anth SR4IJBAS 00A	210-5-16-10-505.000 Tech. Subs., Licenses	-1.40	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/06/26	Anthropic Claude Pro CYue SR4IJBAS0004	210-5-16-10-505.000 Tech. Subs., Licenses	20.00	59186	07/24/26
244635	FIRST NATIONAL BANK OMAHA	07/20/26	IMCA Conference 2026 6613	210-5-10-10-500.000 Training, Conf, Dues	915.00	59188	07/24/26
21845	FIRST NATIONAL BANK OMAHA	07/17/26	BL Assorted JUL26 0017 0726C	210-5-30-10-610.000 General Supplies	18.45	59189	07/24/26
21845	FIRST NATIONAL BANK OMAHA	07/17/26	BL Assorted JUL26 0017 0726C	210-5-35-10-505.000 Tech. Subs, Licenses	246.82	59189	07/24/26
21845	FIRST NATIONAL BANK OMAHA	07/17/26	BL Assorted JUL26 0017 0726C	210-5-35-10-840.202 Childrens Programs	93.10	59189	07/24/26

07/24/26

City of Essex Junction Accounts Payable

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03:08 pm

Check Warrant Report # 24125 Current Prior Next FY Invoices For Fund (GENERAL FUND)

Cdelibac

For Check Acct 01 (GENERAL FUND) All check #s 07/16/26 To 07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21840	FIRST NATIONAL BANK OMAHA	07/10/26	Boots for Rick Jones 119317	210-5-40-12-612.000 Uniforms	184.49	59190	07/24/26
21840	FIRST NATIONAL BANK OMAHA	06/26/26	shop supplies 1979205926	210-5-40-12-610.000 General Supplies	50.21	59190	07/24/26
21840	FIRST NATIONAL BANK OMAHA	07/08/26	Batteries 2102401643	210-5-40-12-610.000 General Supplies	20.58	59190	07/24/26
21840	FIRST NATIONAL BANK OMAHA	06/17/26	Supplies- Ace Hardware 7658	210-5-40-12-610.000 General Supplies	73.63	59190	07/24/26
21835	FIRST NATIONAL BANK OMAHA	07/09/26	Drinks / BlueDEF 7092026	210-5-41-22-610.000 General Supplies	35.98	59191	07/24/26
21835	FIRST NATIONAL BANK OMAHA	07/09/26	Drinks / BlueDEF 7092026	210-5-25-10-610.000 General Supplies	110.04	59191	07/24/26
25410	FIRST NATIONAL BANK OMAHA	07/17/26	Postage stamp 5491	210-5-12-10-610.000 General Supplies	32.35	59192	07/24/26
25410	FIRST NATIONAL BANK OMAHA	07/17/26	Postage stamp 5491	210-5-12-10-560.000 Postage	29.59	59192	07/24/26
16000	FISHER AUTO PARTS	07/08/26	5 PC RECIP BLADE.; 18T X. 551099	210-5-40-12-610.000 General Supplies	31.53	59195	07/24/26
14040	FRANKLIN PAINT CO INC	07/10/26	Highway safety markings 91487026	210-5-40-12-572.000 Traffic Control	3111.00	59196	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	210-5-30-10-610.000 General Supplies	27.76	59197	07/24/26
04035	GOT THAT RENTAL & SALES I	07/07/26	Mower Service 156374	210-5-30-12-610.000 General Supplies	269.88	59200	07/24/26
04035	GOT THAT RENTAL & SALES I	07/14/26	OIL, ECHO 2-STROKE MIX 1- 156710	210-5-40-12-610.000 General Supplies	47.88	59200	07/24/26
24785	GRAINGER	07/13/26	STRIPPING PAD 20 IN DIA,B 9003201085	210-5-41-22-610.000 General Supplies	220.68	59201	07/24/26
07160	GREEN MOUNTAIN LIBRARY CO	07/06/26	BL CatlogILS Jul26-Jun27 V264562	210-5-35-10-505.000 Tech. Subs, Licenses	2609.49	59202	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-40-12-622.200 Streetlight Electricity	422.20	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-41-23-622.000 Electricity	272.73	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-41-20-622.000 Electricity	200.24	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-40-12-622.000 Electricity	50.87	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-41-22-622.000 Electricity	200.24	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	210-5-41-21-622.000 Electricity	652.87	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	MSP Power July 072675Maple	210-5-41-26-622.000 Electricity	4059.22	59204	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	MSP Power July 072675Maple2	210-5-41-26-622.000 Electricity	89.04	59205	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/16/26	Usage Period - 06/16/26-0 3616071626	210-5-40-12-622.200 Streetlight Electricity	440.16	59206	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/16/26	06/16/26-07-16-26 usage p 8592071626	210-5-40-12-622.200 Streetlight Electricity	118.69	59207	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-40-12-210.000 Group Insurance	30.67	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-12-10-210.000 Group Insurance	13.33	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-13-10-210.000 Group Insurance	26.67	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-35-10-210.000 Group Insurance	93.33	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-10-10-210.000 Group Insurance	53.33	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-16-10-210.000 Group Insurance	40.00	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-30-10-210.000 Group Insurance	50.00	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	210-5-30-12-210.000 Group Insurance	26.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-30-10-210.000 Group Insurance	50.00	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-16-10-210.000 Group Insurance	26.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-30-12-210.000 Group Insurance	26.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-35-10-210.000 Group Insurance	106.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-12-10-210.000 Group Insurance	13.33	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-10-10-210.000 Group Insurance	53.33	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-40-12-210.000 Group Insurance	30.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	210-5-13-10-210.000 Group Insurance	26.67	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-10-10-210.000 Group Insurance	38.30	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-13-10-210.000 Group Insurance	25.53	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-16-10-210.000 Group Insurance	25.53	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-35-10-210.000 Group Insurance	89.36	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-40-12-210.000 Group Insurance	29.36	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-30-12-210.000 Group Insurance	25.53	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-30-10-210.000 Group Insurance	57.45	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	210-5-12-10-210.000 Group Insurance	12.77	59208	07/24/26
33495	INGRAM LIBRARY SERVICES I	07/13/26	BL A.FBooks JUL26 97846486	210-5-35-10-610.000 General Supplies	15.00	59210	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
33495	INGRAM LIBRARY SERVICES I	07/13/26	BL A.FBooks JUL26 97846486	210-5-35-10-640.201 Adult Collection	136.90	59210	07/24/26
33495	INGRAM LIBRARY SERVICES I	07/13/26	BL A.FBooks JUL26 97846486	210-5-35-10-640.201 Adult Collection	33.60	59210	07/24/26
33495	INGRAM LIBRARY SERVICES I	07/17/26	BL ABooks JUL26 97961508	210-5-35-10-640.201 Adult Collection	439.04	59210	07/24/26
33495	INGRAM LIBRARY SERVICES I	07/17/26	BL ABooks JUL26 97961508	210-5-35-10-610.000 General Supplies	44.31	59210	07/24/26
33495	INGRAM LIBRARY SERVICES I	07/17/26	BL ABooks JUL26 97961508	210-5-35-10-640.201 Adult Collection	16.80	59210	07/24/26
11710	INVEST EAP	07/01/26	EAP 07012026	210-5-25-10-290.000 Other Employee Benefits	216.00	59212	07/24/26
14175	JUNIOR LIBRARY GUILD	07/01/26	BL JBooks JUL27 751973	210-5-35-10-640.202 Juvenile Collection	9068.00	59213	07/24/26
26430	K5 CORPORATION	06/30/26	244172 - Essex Junction V 10010000	210-5-40-12-572.000 Traffic Control	13667.68	59214	07/24/26
38460	L D OLIVER SEED CO INC	07/07/26	Grass Seed 77455	210-5-30-12-610.000 General Supplies	331.09	59216	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-40-12-210.000 Group Insurance	120.78	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-12-10-210.000 Group Insurance	67.25	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-13-10-210.000 Group Insurance	146.40	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-35-10-210.000 Group Insurance	256.20	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-10-10-210.000 Group Insurance	109.80	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-16-10-210.000 Group Insurance	103.85	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-30-10-210.000 Group Insurance	274.50	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	210-5-30-12-210.000 Group Insurance	73.20	59218	07/24/26
26920	MAYVILLE DARBY	07/07/26	Recording Secretary PC/BC 66-July 2026	210-5-12-10-330.000 Professional Services	76.38	59222	07/24/26
26920	MAYVILLE DARBY	07/07/26	Recording Secretary PC/BC 66-July 2026	210-5-16-10-330.000 Professional Services	89.11	59222	07/24/26
V9715	MINUTEMAN FIRE & RESCUE A	07/09/26	Annual Ladder Maintenance R204001499:0	210-5-25-10-430.000 R&M Vehicles & Equipment	5509.19	59256	07/24/26
V10462	MONAGHAN SAFAR DUCHAM PL	06/30/26	June 2026 legal June 2026	210-5-10-10-320.000 Legal Services	1950.00	59256	07/24/26
V10462	MONAGHAN SAFAR DUCHAM PL	06/30/26	June 2026 legal June 2026	210-5-16-10-320.000 Legal Services	7994.40	59256	07/24/26
29845	MORRISTOWN CENTENNIAL LIB	07/03/26	BL ABOOKS Jul26 MTOWNLIB0726	210-5-35-10-640.201 Adult Collection	5.00	59256	07/24/26
14585	MUNICIPAL EMERGENCY SERVI	06/26/26	Reducer Repair IN2536805	210-5-25-10-570.000 Other Purchased Services	498.49	59256	07/24/26
14585	MUNICIPAL EMERGENCY SERVI	06/30/26	Neck Band Assemblies IN2538649	210-5-25-10-570.000 Other Purchased Services	513.54	59256	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10615	NATIONAL PEN COMPANY, LLC	07/07/26	Flashlights - Fire Preven 114690916	210-5-25-10-613.000 Program Supplies	442.60	59256	07/24/26
V10615	NATIONAL PEN COMPANY, LLC	07/08/26	FD Pens - Fire Prevention 114691733	210-5-25-10-613.000 Program Supplies	358.91	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-40-12-210.000 Group Insurance	202.29	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-1-00-00-115.001 AR Manual	77.75	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-16-10-210.000 Group Insurance	265.41	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-13-10-210.000 Group Insurance	412.25	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-12-10-210.000 Group Insurance	77.75	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-30-12-210.000 Group Insurance	224.59	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-10-10-210.000 Group Insurance	302.34	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-30-10-210.000 Group Insurance	771.09	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	210-5-35-10-210.000 Group Insurance	502.55	59256	07/24/26
V10554	PHOENIX BOOKS BURLINGTON	07/09/26	BL CProgs JUL26 2042951	210-5-35-10-840.202 Childrens Programs	60.00	59256	07/24/26
25140	PIKE INDUSTRIES INC	07/10/26	Asphalt 1385655	210-5-40-12-605.000 Summer Construction Suppl	530.16	59256	07/24/26
25330	QUEEN CITY STEEL CO.	07/09/26	metal for fence 293736	210-5-40-12-610.000 General Supplies	90.00	59256	07/24/26
05280	S & D LANDSCAPES LLC	07/18/26	Weed Control Application, 260413	210-5-40-12-571.000 Streetscape Maintenance	611.81	59256	07/24/26
25480	SAC FASTENER COMPANY	04/21/26	Supplies 66892	210-5-40-12-610.000 General Supplies	27.40	59256	07/24/26
03180	SAFETY SYSTEMS OF VT LLC	07/07/26	Alarm Monitoring Service 113554842	210-5-41-22-400.000 Contracted Services	600.00	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-40-12-622.200 Streetlight Electricity	676.37	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-41-21-622.000 Electricity	1231.21	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-41-26-622.000 Electricity	3041.49	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-41-23-622.000 Electricity	289.54	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-41-22-622.000 Electricity	814.58	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-41-20-622.000 Electricity	814.57	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	210-5-40-12-622.000 Electricity	222.41	59256	07/24/26
10435	SCREENMYLOGO.COM	07/12/26	Advisory Committee Shirts 22371	210-5-30-10-610.000 General Supplies	206.00	59256	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42565	SEVEN DAYS	06/24/26	Bid Ad Main/Maple Park 254685	210-5-16-10-540.000 Advertising	237.64	59256	07/24/26
42565	SEVEN DAYS	07/01/26	Legal Notices 254859	210-5-16-10-540.000 Advertising	205.92	59256	07/24/26
29835	SHERWIN-WILLIAMS	07/09/26	ACETONE-5-SW 3461-1	210-5-40-12-572.000 Traffic Control	298.32	59256	07/24/26
29835	SHERWIN-WILLIAMS	07/20/26	EXTENSION TIP20 3598-0	210-5-40-12-572.000 Traffic Control	64.32	59256	07/24/26
V2124	STAPLES ADVANTAGE	07/11/26	BL Supplies JUL26 6068512253	210-5-35-10-610.000 General Supplies	296.60	59256	07/24/26
V2124	STAPLES ADVANTAGE	07/18/26	BL Toner JUL26 6068994476	210-5-35-10-610.000 General Supplies	252.79	59256	07/24/26
80312	The Image Farm Corp-Matt	07/08/26	Mural design and plan fir 2957	210-5-16-10-890.000 Federal Grant Expenditure	1400.00	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-30-10-210.000 Group Insurance	132.90	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-40-12-210.000 Group Insurance	53.16	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-13-10-210.000 Group Insurance	73.95	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-35-10-210.000 Group Insurance	96.20	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-16-10-210.000 Group Insurance	37.71	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-10-10-210.000 Group Insurance	64.28	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-12-10-210.000 Group Insurance	14.02	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-1-00-00-115.001 AR Manual	14.02	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	210-5-30-12-210.000 Group Insurance	28.04	59274	07/24/26
28470	VMERS DB 110800	07/16/26	Payroll Transfer PR-07/16/26	210-2-00-00-210.004 Retirement Payable	5061.05	59274	07/24/26
28470	VMERS DB 110800	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.004 Retirement Payable	24345.25	59274	07/24/26
V10238	VT AIR TESTING SVC	06/30/26	BMW MOA Rally 2026 647	210-1-00-00-130.000 Exchange - General	2040.00	59274	07/24/26
V10238	VT AIR TESTING SVC	07/20/26	Relay for Life 2026 648	210-1-00-00-130.000 Exchange - General	537.50	59274	07/24/26
41630	VT STATE TREASURER	07/06/26	Q2 Marriage fees to state 07/06/26	210-2-00-00-215.003 Due to VT Marriage Lic	845.00	59274	07/24/26
07565	W B MASON CO INC	07/02/26	BL Supplies 262940441	210-5-35-10-610.000 General Supplies	120.73	59274	07/24/26
07565	W B MASON CO INC	07/09/26	BL Supplies JUL26 263054018	210-5-35-10-610.000 General Supplies	737.19	59274	07/24/26
07565	W B MASON CO INC	07/09/26	Maint Supplies 263055486	210-5-30-12-610.000 General Supplies	401.67	59274	07/24/26
07565	W B MASON CO INC	07/09/26	Maint Supplies 263055669	210-5-30-12-610.000 General Supplies	108.99	59274	07/24/26

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07565	W B MASON CO INC	07/09/26	Supplies 2 Lincoln July 2 263061521	210-5-10-10-610.000 General Supplies	9.99	59274	07/24/26
07565	W B MASON CO INC	07/10/26	Supplies 2 Lincoln July 2 263086616	210-5-10-10-610.000 General Supplies	42.99	59274	07/24/26
07565	W B MASON CO INC	07/13/26	Office Supplies 263114431	210-5-30-10-610.000 General Supplies	15.55	59274	07/24/26
07565	W B MASON CO INC	07/08/26	BL Supplies JUL26 C1343069	210-5-35-10-610.000 General Supplies	-120.73	59274	07/24/26
09105	SECURE SHRED	07/14/26	Shred July 536853	210-5-30-10-330.000 Professional Services	25.00	59275	07/24/26
14695	THE BIG BLUE TRUNK llc	04/29/26	BL Fndn:100th JUL26 2780	210-5-90-00-991.000 Library Donation Expense	425.00	59275	07/24/26
32720	UVM MEDICAL CENTER	07/08/26	Epinephrine 56525	210-5-25-10-613.000 Program Supplies	86.31	59275	07/24/26
23395	VILLAGE HARDWARE - WILLIS	07/09/26	supplies 522471	210-5-40-12-610.000 General Supplies	26.30	59275	07/24/26
23395	VILLAGE HARDWARE - WILLIS	07/09/26	Supplies 522472	210-5-40-12-610.000 General Supplies	36.73	59275	07/24/26
23395	VILLAGE HARDWARE - WILLIS	07/14/26	Rebar 522494	210-5-40-12-610.000 General Supplies	32.28	59275	07/24/26
V2371	VMCTA	07/20/26	Annual Conf Registration 4536	210-5-12-10-500.000 Training Conf Dues	200.00	59275	07/24/26
80130	VMERS DC 110800	07/16/26	Payroll Transfer PR-07/16/26	210-2-00-00-210.004 Retirement Payable	294.27	59275	07/24/26
80130	VMERS DC 110800	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.004 Retirement Payable	1460.52	59275	07/24/26
00935	VT PET FOOD & SUPPLY	07/15/26	Clay Cat Litter 51590-01	210-5-41-22-610.000 General Supplies	382.50	59275	07/24/26
V2258	VTGFOA	07/23/26	Morris FY26 membership 2027-003	210-5-13-10-500.000 Training, Conf, Dues	40.00	59275	07/24/26
80330	WINGFOOT plastic Printing	06/30/26	BL LibraryCards JUN26 1967	210-5-35-10-610.000 General Supplies	1380.66	59275	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	VEJ Vendor # 05020 - Wate 062426PW	210-5-40-12-571.000 Streetscape Maintenance	173.64 A	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	VEJ Vendor # 05020 - Wate 062426PW	210-5-40-12-410.000 Water and Sewer Charges	1716.43 A	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	VEJ Vendor # 05020 - Wate 062426PW	210-5-90-00-910.000 Transfer btwn Funds	344.09 A	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	MSP Water Sewer 204522721	210-5-90-00-910.000 Transfer btwn Funds	579.52 C	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	MSP Water Sewer 204522721	210-5-41-26-410.000 Water and Sewer Charges	1090.91 C	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	MSP Pool Water/Sewer 204522731	210-5-41-26-410.000 Water and Sewer Charges	1292.44 D	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	MSP Maint Bldg Water 204522741	210-5-41-26-410.000 Water and Sewer Charges	120.88 E	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Park Street Water Sewer 204522751	210-5-41-23-410.000 Water and Sewer Charges	448.97 F	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Park Street Water Sewer 204522751	210-5-90-00-910.000 Transfer btwn Funds	108.66 F	72426	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05020	ESSEX JCT CITY OF	06/24/26	Water Sewer 204522761	210-5-41-22-410.000 Water and Sewer Charges	473.02	G 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	2 Lincoln Water/Sewer Jun 204522771	210-5-41-20-410.000 Water and Sewer Charges	230.38	H 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	2 Lincoln Sprinkler Water 204522781	210-5-41-20-410.000 Water and Sewer Charges	104.18	I 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Memorial Park Sprinkler 204522791	210-5-90-00-910.000 Transfer btwn Funds	18.11	J 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Memorial Park Sprinkler 204522791	210-5-41-26-410.000 Water and Sewer Charges	407.46	J 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	BL W.WW FEB-JUN26 204522801	210-5-41-21-410.000 Water and Sewer Charges	252.18	K 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	2 Maple Stormwater June 2 204522811	210-5-90-00-910.000 Transfer btwn Funds	18.11	L 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Fairview Cemetery Stormwa 204522831	210-5-90-00-910.000 Transfer btwn Funds	36.22	N 72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Cascade Park Water 204522901	210-5-41-26-410.000 Water and Sewer Charges	57.88	O 72426	07/24/26
17140	THE EDGE (VILLAGE)	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.005 Misc Deductions Payable	631.73	P 71726	07/17/26
17425	ICMA ROTH PLAN 706287	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.004 Retirement Payable	270.00	Q 71726	07/17/26
V1160	ICMA RETIREMENT TRUST-457	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.004 Retirement Payable	2379.37	R 71726	07/17/26
V1161	ICMA RETIREMENT TRUST-401	07/16/26	Payroll Transfer PR-07/16/26	210-2-00-00-210.004 Retirement Payable	867.91	S 71626	07/16/26
V1161	ICMA RETIREMENT TRUST-401	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.004 Retirement Payable	4945.03	T 71726	07/17/26
V1165	INTERNAL REVENUE SERVICE	07/16/26	Payroll Transfer PR-07/16/26	210-2-00-00-210.002 Federal Inc Tax W/H	12650.68	U 71626	07/16/26
V1165	INTERNAL REVENUE SERVICE	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.002 Federal Inc Tax W/H	60703.09	V 71726	07/17/26
V2413	VT DEPT OF TAXES	07/16/26	Payroll Transfer PR-07/16/26	210-2-00-00-210.003 State Inc Tax W/H	1294.26	W 71626	07/16/26
V2413	VT DEPT OF TAXES	07/17/26	Payroll Transfer PR-07/17/26	210-2-00-00-210.003 State Inc Tax W/H	7850.60	X 71726	07/17/26
25715	DONALD L. HAMLIN CONSULT	06/24/26	Amtrak Grant building imp 22811 062426	220-5-00-00-890.836 Train Station	180.00	59172	07/24/26
29915	GINKGO DESIGN LLC	06/24/26	Pocket Park April and May 1508	220-5-00-00-720.002 1 Main; Road Res-Q	580.00	59199	07/24/26
80302	MICHAEL BAKER INTERNATION	04/03/26	Amtrak Station Improvemen 1282017	220-5-00-00-890.836 Train Station	60300.00	59223	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Sidewalks 2025- June 1 25809 071726	224-5-40-12-573.000 Sidewalk Improve/Repairs	15099.58	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Iroquois Ave Waterline 24807 071726	230-5-40-10-720.002 Iroquois Ave Road and Wat	1042.15	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	06/19/26	Pearl St West Mutimodal M 25829 061926	230-5-40-13-720.003 SW & Road West St to Susi	472.00	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	Pearl St Multimodal Imp J 25829 071726	230-5-40-13-720.003 SW & Road West St to Susi	1433.75	59172	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
39425	SCOTT & PARTNERS INC	07/07/26	2 Lincoln Renovation 6884	232-5-41-20-890.832 2 Lincoln Street Renovati	681.25	59256	07/24/26
39425	SCOTT & PARTNERS INC	07/07/26	BL Roof JUN26 6889	232-5-41-21-730.001 Roof	2532.50	59256	07/24/26
23435	CHAMPLAIN WATER DISTRICT	06/30/26	Consumer Confidence Repor CCR2026	254-5-54-20-550.000 Printing and Binding	3771.28	59162	07/24/26
31275	DON WESTON EXCAVATING INC	07/09/26	Repair catch basin on Rai 11301	254-5-54-20-433.000 R&M Infrastructure	500.00	59171	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Railroad Ave Waterline 24819 071726	254-5-54-70-723.001 Railroad Ave Rd/Wtr Line	15088.95	59172	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	01 July 2026 GOCO 165673	254-5-54-20-505.000 Tech. Subs, Licenses	49.72	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/02/26	Admin time tracking June 478132	254-5-54-20-505.000 Tech. Subs, Licenses	17.37	59186	07/24/26
16000	FISHER AUTO PARTS	07/08/26	Sawzall Blades for the w 293-551099	254-5-54-20-610.000 General Supplies	31.53	59195	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	254-5-54-20-210.000 Group Insurance	24.00	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	254-5-54-20-210.000 Group Insurance	24.00	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	254-5-54-20-210.000 Group Insurance	22.98	59208	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	254-5-54-20-210.000 Group Insurance	102.48	59218	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	254-5-54-20-210.000 Group Insurance	369.22	59256	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	254-5-54-20-210.000 Group Insurance	67.27	59274	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	VEJ Vendor # 05020 - Wate 062426PW	254-5-54-20-410.000 Water and Sewer Charges	57.88 A	72426	07/24/26
80331	AMAZON ww ACCT # A2WSQDN	07/15/26	Boots for Tyler Sullivan 1V33JPXKDFDM	255-5-55-30-612.000 Uniforms	229.95	59151	07/24/26
80288	Applied Specialties Innov	07/21/26	Charge Pack 155 361475	255-5-55-30-619.000 Chemicals	7287.70	59155	07/24/26
11375	CASELLA WASTE MANAGEMENT	06/30/26	RECYCLE - 06-30-26 3858246	255-5-55-30-421.000 Grit Disposal	1487.90	59158	07/24/26
26290	CHAMPLIN ASSOC. INC.	07/07/26	Service Call - Check Dewa 6651	255-5-55-30-570.000 Other Purchased Services	560.00	59163	07/24/26
23455	CHITTENDEN SOLID WASTE DI	04/01/26	MAR26 Biosolids INV24951	255-5-55-30-568.000 Biosolids Subcontractor	28548.78	59164	07/24/26
23455	CHITTENDEN SOLID WASTE DI	05/06/26	CY Topsoil INV25020	255-5-55-30-431.000 R&M Buildings	536.00	59164	07/24/26
23455	CHITTENDEN SOLID WASTE DI	05/01/26	APR26 Biosolids INV25212	255-5-55-30-568.000 Biosolids Subcontractor	28141.44	59164	07/24/26
31545	COSTCO #314	07/21/26	Supplies for WW 314911259	255-5-55-30-610.000 General Supplies	637.55	59169	07/24/26
35260	EAST COAST PRINTERS INC	07/16/26	Uniform for staff S10000217000	255-5-55-30-612.000 Uniforms	761.10	59176	07/24/26
V10347	EHRlich	07/15/26	PEST CONTROL MAINTENANCE 99782723	255-5-55-30-431.000 R&M Buildings	127.93	59178	07/24/26

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06870	ENDYNE INC	07/09/26	Essex Jct. WWTF TKN 584666	255-5-55-30-340.000 Technical Services	35.00	59179	07/24/26
06870	ENDYNE INC	07/16/26	Essex Jct. WWTF TKN 585530	255-5-55-30-340.000 Technical Services	35.00	59179	07/24/26
06870	ENDYNE INC	07/20/26	Constituent Monitoring 586014	255-5-55-30-340.000 Technical Services	100.00	59179	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	01 July 2026 GOCO 165673	255-5-55-30-505.000 Tech. Subs, Licenses	198.88	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/02/26	Admin time tracking June 478132	255-5-55-30-505.000 Tech. Subs, Licenses	78.17	59186	07/24/26
19005	FIRSTLIGHT Networks LLC	07/01/26	Communication June 2026 23420650	255-5-55-30-530.000 Communications	547.04	59194	07/24/26
24785	GRAINGER	07/09/26	SWIVEL DIPPER, 600 ML, 36 I 9980314687	255-5-55-30-618.000 Laboratory Supplies	195.62	59201	07/24/26
24785	GRAINGER	07/09/26	Safety glasses and wrench 9980314703	255-5-55-30-611.000 Small Tools & Equipment	125.97	59201	07/24/26
24785	GRAINGER	07/09/26	Safety glasses and wrench 9980314703	255-5-55-30-570.000 Other Purchased Services	292.72	59201	07/24/26
24785	GRAINGER	07/09/26	Safety glasses and wrench 9980314703	255-5-55-30-609.000 Safety Supplies	198.12	59201	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	255-5-55-30-210.000 Group Insurance	66.67	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	255-5-55-30-210.000 Group Insurance	66.67	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	255-5-55-30-210.000 Group Insurance	63.83	59208	07/24/26
V10407	KIMBALL MIDWEST	07/14/26	Safety Gloves and Supplie 104645069	255-5-55-30-609.000 Safety Supplies	170.10	59215	07/24/26
V10407	KIMBALL MIDWEST	07/14/26	Safety Gloves and Supplie 104645069	255-5-55-30-610.000 General Supplies	188.46	59215	07/24/26
33195	LIMOGE & SONS GARAGE DOOR	07/08/26	SERVICED 2 DOORS 92460TE	255-5-55-30-431.000 R&M Buildings	228.00	59217	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	255-5-55-30-210.000 Group Insurance	256.20	59218	07/24/26
V1423	MAHER CORPORATION	07/14/26	Supplies for dewatering 30654	255-5-55-30-570.000 Other Purchased Services	6261.00	59219	07/24/26
38535	MIDDLEBURY FENCE CO	07/20/26	Deposit for new gate inst 124397	255-5-55-70-730.008 Entrance Gate	6987.50	59225	07/24/26
19455	NICHEM CO	07/13/26	ACTIVATED CARBON PELLET W 33374	255-5-55-30-435.000 COGEN	5170.00	59256	07/24/26
V1661	NORTH CENTRAL LABORATORIE	06/25/26	Lab Supplies 537573	255-5-55-30-618.000 Laboratory Supplies	3542.05	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	255-5-55-30-210.000 Group Insurance	449.54	59256	07/24/26
03160	P & H SENESAC INC	07/10/26	POLYMER FOR DEWATERING 20913	255-5-55-30-568.000 Biosolids Subcontractor	9549.60	59256	07/24/26
29835	SHERWIN-WILLIAMS	07/10/26	Paint for doors 1122-0	255-5-55-30-431.000 R&M Buildings	114.57	59256	07/24/26
V2124	STAPLES ADVANTAGE	07/11/26	Office Supplies 6068512254	255-5-55-30-610.000 General Supplies	48.27	59256	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	255-5-55-30-210.000 Group Insurance	85.09	59274	07/24/26
07565	W B MASON CO INC	07/07/26	Supplies for front office 263056525	255-5-55-30-610.000 General Supplies	214.79	59274	07/24/26
V2159	SURPASS CHEMICAL CO INC	07/13/26	Sodium Hypochlorite 15% T 405762	255-5-55-30-619.000 Chemicals	9073.82	59275	07/24/26
23395	VILLAGE HARDWARE - WILLIS	07/10/26	Rat Bait Station 522478	255-5-55-30-610.000 General Supplies	28.49	59275	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Vendor # 05020 - Water an 062426WW	255-5-55-30-415.000 Stormwater Charges	724.40 B	72426	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Vendor # 05020 - Water an 062426WW	255-5-55-30-410.000 Water and Sewer Charges	3391.78 B	72426	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-West St Forcemain Surv 26815 071726	256-5-56-70-722.055 West St PS	15945.48	59172	07/24/26
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-22 West Street June 1, 26821 071726	256-5-56-40-330.000 Professional Services	759.90	59172	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/01/26	01 July 2026 GOCO 165673	256-5-56-40-505.000 Tech. Subs, Licenses	49.71	59186	07/24/26
80021	FIRST NATIONAL BANK OF OM	07/02/26	Admin time tracking June 478132	256-5-56-40-505.000 Tech. Subs, Licenses	17.37	59186	07/24/26
24785	GRAINGER	06/04/26	CM PILOT AIR CONTROL VALV 9939084431	256-5-56-40-434.000 R&M Pump Stations	-484.80	59201	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	256-5-56-40-622.000 Electricity	347.29	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	256-5-56-40-434.001 Susie Wilson PS Costs	35.67	59203	07/24/26
07010	GREEN MOUNTAIN POWER CORP	07/10/26	06-09-26-07/09/26 July 20 071026D	256-5-56-40-434.002 West Street PS Costs	81.98	59203	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	256-5-56-40-210.000 Group Insurance	20.93	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	256-5-56-40-210.000 Group Insurance	20.93	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	256-5-56-40-210.000 Group Insurance	32.81	59208	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	256-5-56-40-210.000 Group Insurance	94.06	59218	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	256-5-56-40-210.000 Group Insurance	276.45	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	256-5-56-40-434.002 West Street PS Costs	640.82	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	256-5-56-40-434.001 Susie Wilson PS Costs	541.74	59256	07/24/26
17505	SAND HILL SOLAR LLC KSI I	07/13/26	billing period - 06/09/26 291SH071326	256-5-56-40-622.000 Electricity	213.06	59256	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	256-5-56-40-210.000 Group Insurance	50.85	59274	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Vendor # 05020 - Water an 062426WW	256-5-56-40-410.000 Water and Sewer Charges	164.98 B	72426	07/24/26
31275	DON WESTON EXCAVATING INC	07/09/26	Repair catch basin on Rai 11301	257-5-57-50-575.000 Storm Sewer Maintenance	600.00	59171	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-Hiawatha Infiltration	257-5-57-50-899.000	2119.25	59172	07/24/26
			25815 071726	Matching Grant Funds			
25715	DONALD L. HAMLIN CONSULT	07/17/26	EJ-South Street Storm Imp	257-5-57-50-899.000	601.25	59172	07/24/26
			26805 071726	Matching Grant Funds			
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees	257-5-57-50-210.000	17.73	59208	07/24/26
			50405	Group Insurance			
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee	257-5-57-50-210.000	17.73	59208	07/24/26
			50824	Group Insurance			
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee	257-5-57-50-210.000	16.98	59208	07/24/26
			52088	Group Insurance			
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026	257-5-57-50-210.000	48.68	59218	07/24/26
			1784987	Group Insurance			
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026	257-5-57-50-210.000	103.41	59256	07/24/26
			071526 6197	Group Insurance			
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026	257-5-57-50-210.000	18.65	59274	07/24/26
			825628599	Group Insurance			
19815	AMAZON CAPITAL SERVICES	07/13/26	Preschool Supplies	259-5-30-16-610.000	50.84	59153	07/24/26
			13CLT4L6XCDC	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/08/26	Preschool Supplies	259-5-30-16-610.000	7.31	59153	07/24/26
			161TVPHVG7GG	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/10/26	Disc EES Supplies	259-5-30-17-610.000	33.30	59153	07/24/26
			16RP3D6WDMJ4	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/07/26	Reach Fleming Supplies	259-5-30-17-610.000	48.52	59153	07/24/26
			17JGTXMWFXL9	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/13/26	Disc EMS Supplies	259-5-30-17-610.000	82.82	59153	07/24/26
			19C9JN3FXYL7	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/15/26	CMS Supplies	259-5-30-17-610.000	46.72	59153	07/24/26
			19W6MX6LXXWG	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/07/26	Pool Supplies	259-5-30-11-610.000	201.65	59153	07/24/26
			1HGG9WP3GM67	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/07/26	Program Supplies	259-5-30-14-610.000	80.35	59153	07/24/26
			1HHK7KNLK971	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/09/26	CMS Service	259-5-30-17-610.000	97.62	59153	07/24/26
			1JVWKKVCCMV	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/10/26	CMS Supplies	259-5-30-17-610.000	14.64	59153	07/24/26
			1JYXQTX6THM7	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/13/26	CMS Supplies	259-5-30-17-610.000	20.48	59153	07/24/26
			1KHN34LKWN4P	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/15/26	CMS Supplies	259-5-30-17-610.000	70.59	59153	07/24/26
			1L749DNKVRFH	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/14/26	CMS Island Supplies	259-5-30-17-610.000	31.32	59153	07/24/26
			1NWHXXMFCLMM	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/09/26	Preschool Supplies	259-5-30-16-610.000	399.98	59153	07/24/26
			1RFHKQMFLLH	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/10/26	CMS Sports	259-5-30-17-610.000	16.98	59153	07/24/26
			1RRLQCT796K4	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/16/26	CMS Afternoon Art	259-5-30-17-610.000	263.58	59153	07/24/26
			1T19L6TRFYG1	General Supplies			
19815	AMAZON CAPITAL SERVICES	07/16/26	Pool Supplies	259-5-30-11-431.000	149.65	59153	07/24/26
			1XPJKT7JMFDK	R&M Buildings & Grounds			

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
29145	BEN & JERRY'S WATERBURY S	07/08/26	CMS 7/24 072426	259-5-30-17-330.000 Professional Services	101.00	59157	07/24/26
19040	DORSET PARK SKATING ASSOC	07/08/26	Reach Fleming 7/8 10211	259-5-30-17-330.000 Professional Services	595.00	59174	07/24/26
19040	DORSET PARK SKATING ASSOC	07/10/26	CMS 7/10 10241	259-5-30-17-330.000 Professional Services	230.00	59174	07/24/26
04330	EWSD CHILD NUTRITION	07/15/26	Camp Lunches June 3270	259-5-30-17-610.000 General Supplies	2575.80	59182	07/24/26
38955	F W WEBB COMPANY	07/09/26	Pool Maint 96873010	259-5-30-11-431.000 R&M Buildings & Grounds	28.12	59183	07/24/26
38955	F W WEBB COMPANY	07/13/26	Pool Maint 96901208	259-5-30-11-431.000 R&M Buildings & Grounds	249.23	59183	07/24/26
38955	F W WEBB COMPANY	07/13/26	Pool Maint 96912021	259-5-30-11-431.000 R&M Buildings & Grounds	23.62	59183	07/24/26
V08218	FAIRBANKS MUSEUM	06/30/26	Reach Fleming 6/30 FY26 060453	259-5-30-17-330.000 Professional Services	590.00	59184	07/24/26
V08218	FAIRBANKS MUSEUM	06/30/26	Reach FMS 7/1 FY27 060453A	259-5-30-17-330.000 Professional Services	590.00	59184	07/24/26
25325	FILLION ASSOCIATES, INC	07/13/26	Pool Chemicals 38366	259-5-30-11-431.000 R&M Buildings & Grounds	5159.84	59185	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-14-610.000 General Supplies	86.94	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-10-505.000 Tech. Subs, Licenses	21.40	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-17-330.000 Professional Services	2149.18	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-12-330.000 Professional Services	70.00	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-17-610.000 General Supplies	1518.52	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP CC 8406 FY26 84060726	259-5-30-11-610.000 General Supplies	220.00	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP 8406 FY27 84060726FY27	259-5-30-11-330.000 Professional Services	672.00	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP 8406 FY27 84060726FY27	259-5-30-17-330.000 Professional Services	501.57	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP 8406 FY27 84060726FY27	259-5-30-17-610.000 General Supplies	126.50	59193	07/24/26
80327	FIRST NATIONAL BANK OMAHA	07/14/26	EJRP 8406 FY27 84060726FY27	259-5-30-11-610.000 General Supplies	129.98	59193	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-11-610.000 General Supplies	70.78	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-11-330.000 Professional Services	240.00	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-17-610.000 General Supplies	886.49	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-10-505.000 Tech. Subs, Licenses	25.46	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-12-610.000 General Supplies	81.52	59197	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-17-330.000 Professional Services	780.00	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY26 13890726	259-5-30-15-530.000 Communications	752.65	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	259-5-30-10-505.000 Tech. Subs, Licenses	521.30	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	259-5-30-11-610.000 General Supplies	13.90	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	259-5-30-15-610.000 General Supplies	461.25	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	259-5-30-14-330.000 Professional Services	295.00	59197	07/24/26
80325	First National Bank Omaha	07/13/26	EJRP CC 1389 FY27 13890726FY27	259-5-30-16-610.000 General Supplies	1189.54	59197	07/24/26
20195	GET AIR	07/14/26	Reach FMS 7/14 071426D	259-5-30-17-330.000 Professional Services	1063.36	59198	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	259-5-30-15-210.000 Group Insurance	83.33	59208	07/24/26
80354	Healthy Dollars Inc	03/16/26	03 March 26 Broker Fees 50405	259-5-30-16-210.000 Group Insurance	53.34	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	259-5-30-15-210.000 Group Insurance	83.33	59208	07/24/26
80354	Healthy Dollars Inc	04/15/26	April 26 Broker Fee 50824	259-5-30-16-210.000 Group Insurance	53.33	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	259-5-30-15-210.000 Group Insurance	108.51	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	259-5-30-16-210.000 Group Insurance	38.30	59208	07/24/26
80354	Healthy Dollars Inc	07/15/26	01 July 26 Broker Fee 52088	259-5-30-14-210.000 Group Insurance	12.76	59208	07/24/26
80356	Holcomb, Sullivan Paul	07/15/26	CMS Basketball 071526D	259-5-30-17-330.000 Professional Services	275.00	59209	07/24/26
05585	INJURY TO EXCELLANCE / FI	06/25/26	Reach Fleming 6/24 062526D1	259-5-30-17-330.000 Professional Services	780.00	59211	07/24/26
05585	INJURY TO EXCELLANCE / FI	07/14/26	Nova 7/8 071426D	259-5-30-17-330.000 Professional Services	405.00	59211	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	259-5-30-16-210.000 Group Insurance	219.60	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	259-5-30-15-210.000 Group Insurance	420.90	59218	07/24/26
27840	MADISON NATIONAL LIFE INS	07/16/26	Life Ins Aug 2026 1784987	259-5-30-14-210.000 Group Insurance	36.60	59218	07/24/26
80126	MAPLE STREET ART SPACE LL	07/10/26	Creature Camp 7/6-10 071026D	259-5-30-14-330.000 Professional Services	5742.00	59220	07/24/26
80126	MAPLE STREET ART SPACE LL	07/17/26	Paint and Create Camp 071726D	259-5-30-14-330.000 Professional Services	6772.58	59221	07/24/26
80315	McClellan, Hayden	07/15/26	Camp Photos WK 3-4 071526D	259-5-30-14-330.000 Professional Services	600.00	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	259-5-30-16-210.000 Group Insurance	228.48	59256	07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	259-5-30-14-210.000 Group Insurance	40.82	59256	07/24/26
24960	NORTHEAST DELTA DENTAL	07/15/26	Dental Aug 2026 071526 6197	259-5-30-15-210.000 Group Insurance	469.55	59256	07/24/26
80025	O'CONNER, COLLEEN	07/13/26	Swim Lesson Refund O'Conn 216288	259-4-30-11-020.306 Swim Lessons	80.00	59256	07/24/26
2900	PALMER LANE MAPLE	07/08/26	Reach FMS 7/7 8231	259-5-30-17-610.000 General Supplies	316.41	59256	07/24/26
29425	PERFORMANCE FOOD 24793-EJ	07/08/26	CMS Snack 647107	259-5-30-17-610.000 General Supplies	196.15	59256	07/24/26
29425	PERFORMANCE FOOD 24793-EJ	07/13/26	CMS Snack 648542	259-5-30-17-610.000 General Supplies	891.76	59256	07/24/26
29425	PERFORMANCE FOOD 24793-EJ	07/13/26	EMS Disc Snack 649088	259-5-30-17-610.000 General Supplies	94.28	59256	07/24/26
29425	PERFORMANCE FOOD 24793-EJ	07/13/26	Disc EES Snack 649384	259-5-30-17-610.000 General Supplies	98.87	59256	07/24/26
29425	PERFORMANCE FOOD 24793-EJ	07/15/26	Reach Fleming Snack 651015	259-5-30-17-610.000 General Supplies	329.22	59256	07/24/26
14230	PREMIER COACH CO INC	07/01/26	DC Trip Bus DEPOSIT 070126D	259-5-30-14-330.000 Professional Services	2743.00	59256	07/24/26
80306	RABIDOUX OLIVER	07/15/26	Camp Photos WK 3-4 071526D	259-5-30-14-330.000 Professional Services	600.00	59256	07/24/26
39425	SCOTT & PARTNERS INC	07/07/26	MSP Storage Addition June 6892	259-5-30-12-330.000 Professional Services	1975.00	59256	07/24/26
29835	SHERWIN-WILLIAMS	06/25/26	Camp Supplies 05354	259-5-30-17-610.000 General Supplies	52.50	59256	07/24/26
80355	Smith, Nicholas	07/15/26	Track and Field Camp 071526D	259-5-30-14-330.000 Professional Services	3100.00	59274	07/24/26
25315	VESPA'S PIZZA PASTA & DEL	07/10/26	Reach Fleming 071026D	259-5-30-17-610.000 General Supplies	64.00	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	259-5-30-15-210.000 Group Insurance	126.16	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	259-5-30-14-210.000 Group Insurance	9.67	59274	07/24/26
21230	VISION SERVICE PLAN (CT)	07/19/26	Vision Aug 2026 825628599	259-5-30-16-210.000 Group Insurance	44.47	59274	07/24/26
07565	W B MASON CO INC	07/07/26	Pool Supplies 263009885	259-5-30-11-610.000 General Supplies	514.04	59274	07/24/26
14160	SHELBURNE MUSEUM	07/10/26	CMS 7/10 1958	259-5-30-17-330.000 Professional Services	250.00	59275	07/24/26
17675	SMUGGLERS NOTCH RESORT	07/02/26	CMS 7/2 070226D	259-5-30-17-330.000 Professional Services	2400.00	59275	07/24/26
17675	SMUGGLERS NOTCH RESORT	07/10/26	Disc EES 7/10 071026D	259-5-30-17-330.000 Professional Services	1040.00	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	06/29/26	Reach Fleming 6/24 70360213	259-5-30-17-580.000 Travel	405.56	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	06/30/26	Reach Fleming Bus 6/29 70360381	259-5-30-17-580.000 Travel	424.88	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	06/30/26	Reach Fleming Bus 6/30 70360733	259-5-30-17-580.000 Travel	695.25	59275	07/24/26

07/24/26

City of Essex Junction Accounts Payable

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03:08 pm

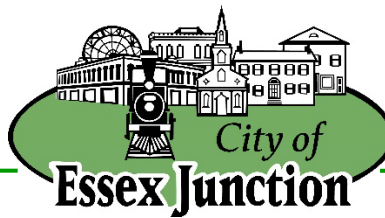
Check Warrant Report # 24125 Current Prior Next FY Invoices For Fund (GENERAL FUND)

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For Check Acct 01 (GENERAL FUND) All check #s 07/16/26 To 07/24/26

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
23495	STUDENT TRANSPORTATION OF	07/02/26	Reach Fleming Bus 7/1 70361213	259-5-30-17-580.000 Travel	405.56	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/07/26	Reach Fleming Bus 7/6 70361554	259-5-30-17-580.000 Travel	424.88	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/07/26	CMS Bus 7/2-6 70361558	259-5-30-17-580.000 Travel	1738.13	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/09/26	Reach FMS Bus 7/8 70361734	259-5-30-17-580.000 Travel	579.38	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/09/26	Reach Fleming Bus 7/8 70361735	259-5-30-17-580.000 Travel	366.94	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/13/26	Reach Fleming Bus 7/7-9 70361931	259-5-30-17-580.000 Travel	1236.00	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/13/26	Nova Bus 7/8-10 70361935	259-5-30-17-580.000 Travel	927.00	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/13/26	CMS Bus 7/10 70361936	259-5-30-17-580.000 Travel	1815.38	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/14/26	Nova Bus 7/13 70362004	259-5-30-17-580.000 Travel	366.94	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/14/26	Reach FMS Bus 7/13 70362024	259-5-30-17-580.000 Travel	405.56	59275	07/24/26
23495	STUDENT TRANSPORTATION OF	07/16/26	Nova Bus 7/15 70362150	259-5-30-17-580.000 Travel	405.56	59275	07/24/26
05020	ESSEX JCT CITY OF	06/24/26	Community Gardens Water 204522821	259-5-30-14-410.000 Water and Sewer Charges	335.22 M	72426	07/24/26
Report Total					547241.76	=====	

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 \$ ***547,241.76
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: August 12, 2026
Subject: July 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 7/31/26 therefore the year to date actuals are for the period 7/1/26-7/31/26, and the month actuals are for the month of July.

While we will continue to receive July invoices over the coming weeks, we are about 8% of the way into the fiscal year. The General Fund revenue is just over 3% of budget or \$444,488 and expenditures are just over 6% of budget or \$831,747.

Tax bills were calculated on Tuesday, 8/4 and will be mailed from the printer on Friday, 8/7. This revenue will be reflected in the next monthly financial report issued in September.

The Water Fund operating revenue is under 1% of budget or \$4,496 and operating expenditure is just under 11% of budget or \$223,625. The Wastewater Fund operating revenue is just over 14% of budget or \$473,970 and operating expenditure is just over 8% of budget or \$265,484. The Sanitation Fund operating revenue is just over 1% of budget or \$15,149 and operating expenditure is just under 15% of budget or \$143,159. The Stormwater Fund operating revenue is under 1% or \$938, and operating expenditure is just under 13% or \$72,939. The revenue in all of these funds will track well below budget until October, when the first round of FY27 utility bills are prepared and reflected in the financials.

At the end of July there were 87 delinquent utility accounts with balances totaling \$150,223. There are currently no properties with water shut off for non-payment.

The EJRP Program Fund revenue is just over 3% of budget or \$164,067, and expenditure is just over 12% of budget or \$590,579.

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	% of Budget	Pd to Date
210-4 Revenue				
210-4-00 General Revenues				
210-4-00-00-010.000 Property Taxes	11,891,682.00	235,283.65	1.98%	235,283.65
210-4-00-00-020.001 PILOT Tax Agreements	17,600.00	0.00	0.00%	0.00
210-4-00-00-020.022 Rents and Royalties	8,400.00	1,400.00	16.67%	1,400.00
210-4-00-00-020.054 Admin Fee - Water	216,854.00	54,213.50	25.00%	54,213.50
210-4-00-00-020.055 Admin Fee - WWTF	108,427.00	27,106.75	25.00%	27,106.75
210-4-00-00-020.056 Admin Fee - Sanitation	216,854.00	54,213.50	25.00%	54,213.50
210-4-00-00-020.059 Admin Fee - EJRP PF	56,329.00	16,850.00	29.91%	16,850.00
210-4-00-00-030.009 Cannabis Control	400.00	0.00	0.00%	0.00
210-4-00-00-042.001 PILOT Revenue	15,000.00	0.00	0.00%	0.00
210-4-00-00-042.002 Railroad Taxes	2,600.00	0.00	0.00%	0.00
210-4-00-00-042.004 State Act 60 Revenue	32,900.00	0.00	0.00%	0.00
210-4-00-00-042.005 State Act 68 Revenue	44,000.00	0.00	0.00%	0.00
210-4-00-00-060.000 Interest Income	10,000.00	190.31	1.90%	190.31
210-4-00-00-080.001 State District Court Fine	5,000.00	0.00	0.00%	0.00
210-4-00-00-085.000 Penalties	40,000.00	0.00	0.00%	0.00
210-4-00-00-086.000 Interest	10,000.00	1,791.04	17.91%	1,791.04
210-4-00-00-098.000 Misc Revenue	1,500.00	816.03	54.40%	816.03
Total General Revenues	12,677,546.00	391,864.78	3.09%	391,864.78
210-4-10 Admin Revenues				
Total Admin Revenues	0.00	0.00	0.00%	0.00
210-4-12-10 Clerk Revenue				
210-4-12-10-020.003 Use of Vault	50.00	15.00	30.00%	15.00
210-4-12-10-020.004 Recording Fees	55,000.00	5,863.00	10.66%	5,863.00
210-4-12-10-020.010 Printing and Duplication	500.00	79.00	15.80%	79.00
210-4-12-10-020.011 Online Land Records	800.00	0.00	0.00%	0.00
210-4-12-10-020.013 Sale of Certified Copy	1,000.00	180.00	18.00%	180.00
210-4-12-10-020.023 Records Preservation	0.00	2,132.00	100.00%	2,132.00
210-4-12-10-030.001 Liquor Licenses	2,000.00	0.00	0.00%	0.00
210-4-12-10-030.003 Marriage Licenses	500.00	75.00	15.00%	75.00
210-4-12-10-030.004 Animal Licenses	3,800.00	52.00	1.37%	52.00
210-4-12-10-030.005 Green Mountain Passport	150.00	26.00	17.33%	26.00
Total Clerk Revenue	63,800.00	8,422.00	13.20%	8,422.00
210-4-14-10 Information Technology				
Total Information Technology	0.00	0.00	0.00%	0.00
210-4-16 ComDev Revenues				
210-4-16-10-030.008 License and Zoning Fees	45,000.00	665.00	1.48%	665.00
Total ComDev Revenues	45,000.00	665.00	1.48%	665.00
210-4-17 EconDev Revenues				

Account

	Budget	Actual	% of Budget	Pd to Date
Total EconDev Revenues	0.00	0.00	0.00%	0.00
210-4-25 Fire Revenues				
Total Fire Revenues	0.00	0.00	0.00%	0.00
210-4-30 EJPJ Revenues				
210-4-30-10-020.000 Charges for Services	5,503.00	0.00	0.00%	0.00
210-4-30-12-091.000 Transfer btwn funds (non-	1,500.00	750.00	50.00%	750.00
Total EJPJ Revenues	7,003.00	750.00	10.71%	750.00
210-4-35 Library Revenues				
210-4-35-10-098.000 Misc Revenue	900.00	0.00	0.00%	0.00
Total Library Revenues	900.00	0.00	0.00%	0.00
210-4-40 PW Revenues				
210-4-40-12-020.017 EV Charger	2,500.00	177.32	7.09%	177.32
210-4-40-12-042.006 State Aid to Highways	122,220.00	42,433.58	34.72%	42,433.58
210-4-40-12-098.000 Misc Revenue	2,500.00	0.00	0.00%	0.00
Total PW Revenues	127,220.00	42,610.90	33.49%	42,610.90
210-4-41 Building Revenues				
Total Building Revenues	0.00	0.00	0.00%	0.00
210-4-90-00 Other Sources and Uses				
210-4-90-00-640.201 Adult Collection replacem	0.00	103.00	100.00%	103.00
210-4-90-00-640.202 Juvenile Collection repl	0.00	72.00	100.00%	72.00
Total Other Sources and Uses	0.00	175.00	100.00%	175.00
Total Revenue	12,921,469.00	444,487.68	3.44%	444,487.68
Total Revenues	12,921,469.00	444,487.68	3.44%	444,487.68
210-5-10-10 Administration				
210-5-10-10-110.000 Regular Salaries	381,988.00	26,849.64	7.03%	26,849.64
210-5-10-10-210.000 Group Insurance	152,451.00	-2,064.29	-1.35%	-2,064.29
210-5-10-10-220.000 Social Security	29,426.00	2,019.04	6.86%	2,019.04
210-5-10-10-225.000 Act 76 Childcare Tax	1,269.00	79.42	6.26%	79.42
210-5-10-10-230.000 Retirement	35,482.00	2,483.59	7.00%	2,483.59
210-5-10-10-290.000 Other Employee Benefits	6,178.00	0.00	0.00%	0.00
210-5-10-10-320.000 Legal Services	30,000.00	0.00	0.00%	0.00
210-5-10-10-330.000 Professional Services	53,941.00	45.05	0.08%	45.05

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-10-10-442.000 Rental Vehicles/Equip	4,932.00	0.00	0.00%	0.00
210-5-10-10-500.000 Training, Conf, Dues	4,920.00	1,834.56	37.29%	1,834.56
210-5-10-10-505.000 Tech. Subs, Licenses	19,884.00	8,034.79	40.41%	8,034.79
210-5-10-10-530.000 Communications	3,440.00	2,892.00	84.07%	2,892.00
210-5-10-10-540.000 Advertising	20,595.00	760.00	3.69%	760.00
210-5-10-10-550.000 Printing and Binding	5,700.00	0.00	0.00%	0.00
210-5-10-10-560.000 Postage	1,450.00	191.86	13.23%	191.86
210-5-10-10-580.000 Travel	4,000.00	0.00	0.00%	0.00
210-5-10-10-610.000 General Supplies	1,600.00	67.35	4.21%	67.35
210-5-10-10-845.000 Employee/Volunteer Recogn	4,500.00	0.00	0.00%	0.00
Total Administration	761,756.00	43,193.01	5.67%	43,193.01
210-5-11-10 Legislative				
210-5-11-10-190.000 Board Member Payments	4,600.00	0.00	0.00%	0.00
210-5-11-10-190.001 City Council Payments	12,500.00	0.00	0.00%	0.00
210-5-11-10-220.000 Social Security	956.00	0.00	0.00%	0.00
210-5-11-10-225.000 Act 76 Childcare Tax	41.00	0.00	0.00%	0.00
210-5-11-10-330.000 Professtional Services	28,981.00	127.30	0.44%	127.30
210-5-11-10-500.000 Training, Conferences, Du	18,822.00	0.00	0.00%	0.00
210-5-11-10-540.000 Advertising	900.00	0.00	0.00%	0.00
210-5-11-10-580.000 Travel	250.00	0.00	0.00%	0.00
210-5-11-10-610.000 General Supplies	1,200.00	17.30	1.44%	17.30
210-5-11-10-831.000 Special or New Programs	20,000.00	0.00	0.00%	0.00
Total Legislative	88,250.00	144.60	0.16%	144.60
210-5-12-10 Clerk				
210-5-12-10-110.000 Regular Salaries	157,098.00	11,968.36	7.62%	11,968.36
210-5-12-10-120.000 Part Time Salaries	6,100.00	0.00	0.00%	0.00
210-5-12-10-130.000 Overtime	736.00	0.00	0.00%	0.00
210-5-12-10-210.000 Group Insurance	37,655.00	2,566.23	6.82%	2,566.23
210-5-12-10-220.000 Social Security	12,542.00	936.89	7.47%	936.89
210-5-12-10-225.000 Act 76 Childcare Tax	541.00	37.15	6.87%	37.15
210-5-12-10-230.000 Retirement	15,872.00	1,275.56	8.04%	1,275.56
210-5-12-10-290.000 Other Employee Benefits	800.00	0.00	0.00%	0.00
210-5-12-10-330.000 Professional Services	2,744.00	76.38	2.78%	76.38
210-5-12-10-500.000 Training Conf Dues	2,000.00	200.00	10.00%	200.00
210-5-12-10-505.000 Tech. Subs Licenses	4,457.00	0.00	0.00%	0.00
210-5-12-10-550.000 Printing and Binding	500.00	0.00	0.00%	0.00
210-5-12-10-560.000 Postage	3,400.00	0.00	0.00%	0.00
210-5-12-10-580.000 Travel	1,000.00	0.00	0.00%	0.00
210-5-12-10-610.000 General Supplies	2,000.00	35.98	1.80%	35.98
210-5-12-10-820.000 Elections	14,000.00	0.00	0.00%	0.00
Total Clerk	261,445.00	17,096.55	6.54%	17,096.55
210-5-13-10 Finance				
210-5-13-10-110.000 Regular Salaries	309,259.00	23,514.15	7.60%	23,514.15
210-5-13-10-190.000 Board Member Payments	1,400.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-13-10-210.000 Group Insurance	87,062.00	2,920.18	3.35%	2,920.18
210-5-13-10-220.000 Social Security	25,621.00	1,925.30	7.51%	1,925.30
210-5-13-10-225.000 Act 76 Childcare Tax	1,105.00	74.49	6.74%	74.49
210-5-13-10-230.000 Retirement	31,496.00	2,367.71	7.52%	2,367.71
210-5-13-10-250.000 Unemployment Insurance	4,716.00	0.00	0.00%	0.00
210-5-13-10-260.000 Workers Comp Insurance	39,284.00	0.00	0.00%	0.00
210-5-13-10-290.000 Other Employee Benefits	1,600.00	0.00	0.00%	0.00
210-5-13-10-330.000 Professional Services	13,690.00	6,537.27	47.75%	6,537.27
210-5-13-10-335.000 Audit	21,828.00	0.00	0.00%	0.00
210-5-13-10-500.000 Training, Conf, Dues	1,799.00	40.00	2.22%	40.00
210-5-13-10-505.000 Tech. Subs, Licenses	17,474.00	1,723.80	9.86%	1,723.80
210-5-13-10-520.000 PACIF Insurance	109,990.00	0.00	0.00%	0.00
210-5-13-10-550.000 Printing and Binding	4,450.00	0.00	0.00%	0.00
210-5-13-10-560.000 Postage	6,000.00	0.00	0.00%	0.00
210-5-13-10-580.000 Travel	275.00	0.00	0.00%	0.00
210-5-13-10-610.000 General Supplies	600.00	0.00	0.00%	0.00
Total Finance	677,649.00	39,102.90	5.77%	39,102.90
210-5-14-10 Information Technology				
210-5-14-10-330.000 Professional Services	153,324.00	11,093.00	7.24%	11,093.00
210-5-14-10-432.000 R&M Technology	5,000.00	0.00	0.00%	0.00
210-5-14-10-505.000 Tech. Subs, Licenses	56,189.00	3,285.80	5.85%	3,285.80
210-5-14-10-735.000 Tech: Equip/Hardware	24,000.00	0.00	0.00%	0.00
Total Information Technology	238,513.00	14,378.80	6.03%	14,378.80
210-5-15-10 Assessing				
210-5-15-10-330.000 Professional Services	144,415.00	0.00	0.00%	0.00
210-5-15-10-505.000 Tech. Subs, Licenses	3,475.00	4,475.00	128.78%	4,475.00
Total Assessing	147,890.00	4,475.00	3.03%	4,475.00
210-5-16-10 Community Development				
210-5-16-10-110.000 Regular Salaries	234,543.00	17,890.05	7.63%	17,890.05
210-5-16-10-190.000 Board member Payments	9,600.00	0.00	0.00%	0.00
210-5-16-10-210.000 Group Insurance	70,667.00	4,020.30	5.69%	4,020.30
210-5-16-10-220.000 Social Security	19,286.00	1,418.35	7.35%	1,418.35
210-5-16-10-225.000 Act 76 Childcare Tax	832.00	53.23	6.40%	53.23
210-5-16-10-230.000 Retirement	20,256.00	1,591.92	7.86%	1,591.92
210-5-16-10-290.000 Other Employee Benefits	1,200.00	0.00	0.00%	0.00
210-5-16-10-320.000 Legal Services	17,000.00	0.00	0.00%	0.00
210-5-16-10-330.000 Professional Services	23,666.00	89.11	0.38%	89.11
210-5-16-10-500.000 Training, Conf, Dues	5,800.00	338.75	5.84%	338.75
210-5-16-10-505.000 Tech. Subs., Licenses	600.00	20.00	3.33%	20.00
210-5-16-10-540.000 Advertising	2,300.00	205.92	8.95%	205.92
210-5-16-10-550.000 Printing and Binding	3,000.00	0.00	0.00%	0.00
210-5-16-10-560.000 Postage	2,700.00	0.00	0.00%	0.00
210-5-16-10-580.000 Travel	5,800.00	100.00	1.72%	100.00
210-5-16-10-610.000 General Supplies	2,000.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-16-10-810.111 BWAC	10,000.00	0.00	0.00%	0.00
210-5-16-10-890.000 Federal Grant Expenditure	0.00	1,400.00	100.00%	1,400.00
210-5-16-10-899.000 Matching Grant Funds	9,500.00	0.00	0.00%	0.00
Total Community Development	438,750.00	27,127.63	6.18%	27,127.63
210-5-17-10 Economic Development				
210-5-17-10-330.000 Professional Services	30,000.00	0.00	0.00%	0.00
Total Economic Development	30,000.00	0.00	0.00%	0.00
210-5-18-10 Public Safety & Services				
210-5-18-10-800.106 Essex Rescue	207,140.00	0.00	0.00%	0.00
210-5-18-10-800.107 Essex Jct. Cemetery Assoc	20,000.00	20,000.00	100.00%	20,000.00
210-5-18-10-800.108 Essex Police Dept	3,289,457.00	0.00	0.00%	0.00
Total Public Safety & Services	3,516,597.00	20,000.00	0.57%	20,000.00
210-5-19-10 County & Regional Functio				
210-5-19-10-800.101 CCRPC	16,269.00	16,269.00	100.00%	16,269.00
210-5-19-10-800.102 GMT	314,996.00	78,749.00	25.00%	78,749.00
210-5-19-10-800.103 County Tax	67,978.00	0.00	0.00%	0.00
210-5-19-10-800.104 Chamber of Commerce	1,025.00	0.00	0.00%	0.00
210-5-19-10-800.105 GBIC	3,750.00	0.00	0.00%	0.00
210-5-19-10-800.109 Winoski Valley Park Dist	36,911.00	0.00	0.00%	0.00
210-5-19-10-800.110 Essex Comm Historical Soc	2,000.00	0.00	0.00%	0.00
Total County & Regional Functio	442,929.00	95,018.00	21.45%	95,018.00
210-5-25-10 Fire				
210-5-25-10-120.000 Part Time Salaries	327,600.00	25,948.85	7.92%	25,948.85
210-5-25-10-210.000 Group Insurance	3,400.00	0.00	0.00%	0.00
210-5-25-10-220.000 Social Security	25,061.00	1,985.13	7.92%	1,985.13
210-5-25-10-225.000 Act 76 Childcare Tax	1,081.00	81.03	7.50%	81.03
210-5-25-10-260.000 Workers Comp Insurance	15,000.00	0.00	0.00%	0.00
210-5-25-10-290.000 Other Employee Benefits	1,000.00	2,716.00	271.60%	2,716.00
210-5-25-10-330.000 Professional Services	6,000.00	0.00	0.00%	0.00
210-5-25-10-430.000 R&M Vehicles & Equipment	25,000.00	5,509.19	22.04%	5,509.19
210-5-25-10-500.000 Training, Conf, Dues	8,000.00	0.00	0.00%	0.00
210-5-25-10-505.000 Tech. Subs, Licenses	8,000.00	0.00	0.00%	0.00
210-5-25-10-530.000 Communications	3,500.00	0.00	0.00%	0.00
210-5-25-10-570.000 Other Purchased Services	11,000.00	380.54	3.46%	380.54
210-5-25-10-610.000 General Supplies	4,000.00	110.04	2.75%	110.04
210-5-25-10-611.000 Small Tools and Equipment	45,000.00	0.00	0.00%	0.00
210-5-25-10-612.000 Uniforms	34,000.00	0.00	0.00%	0.00
210-5-25-10-613.000 Program Supplies	7,500.00	887.82	11.84%	887.82
210-5-25-10-626.000 Gasoline	6,500.00	0.00	0.00%	0.00
210-5-25-10-750.000 Machinery & Equipment	22,000.00	0.00	0.00%	0.00
Total Fire	553,642.00	37,618.60	6.79%	37,618.60

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-30-10 EJRP Administration				
210-5-30-10-110.000 Regular Salaries	420,662.00	31,592.40	7.51%	31,592.40
210-5-30-10-120.000 Part Time Salaries	0.00	600.77	100.00%	600.77
210-5-30-10-130.000 Overtime	0.00	311.74	100.00%	311.74
210-5-30-10-210.000 Group Insurance	144,659.00	4,075.72	2.82%	4,075.72
210-5-30-10-220.000 Social Security	35,035.00	2,613.85	7.46%	2,613.85
210-5-30-10-225.000 Act 76 Childcare Tax	1,511.00	110.17	7.29%	110.17
210-5-30-10-230.000 Retirement	35,271.00	3,277.50	9.29%	3,277.50
210-5-30-10-290.000 Other Employee Benefits	2,400.00	0.00	0.00%	0.00
210-5-30-10-330.000 Professional Services	11,764.00	25.00	0.21%	25.00
210-5-30-10-442.000 Rental Vehicles/Equip	1,776.00	0.00	0.00%	0.00
210-5-30-10-500.000 Training, Conf, Dues	2,742.00	195.00	7.11%	195.00
210-5-30-10-530.000 Communications	2,160.00	161.12	7.46%	161.12
210-5-30-10-610.000 General Supplies	15,000.00	766.53	5.11%	766.53
210-5-30-10-832.000 Scholarships	4,000.00	0.00	0.00%	0.00
210-5-30-10-910.000 Transfer to Other Funds	42,500.00	42,500.00	100.00%	42,500.00
Total EJRP Administration	719,480.00	86,229.80	11.99%	86,229.80
210-5-30-12 EJRP Parks and Facilities				
210-5-30-12-110.000 Regular Salaries	135,104.00	10,286.13	7.61%	10,286.13
210-5-30-12-120.000 Part Time Salaries	65,292.00	11,277.84	17.27%	11,277.84
210-5-30-12-210.000 Group Insurance	76,475.00	714.19	0.93%	714.19
210-5-30-12-220.000 Social Security	15,432.00	1,628.34	10.55%	1,628.34
210-5-30-12-225.000 Act 76 Childcare Tax	666.00	59.93	9.00%	59.93
210-5-30-12-230.000 Retirement	13,161.00	1,056.12	8.02%	1,056.12
210-5-30-12-290.000 Other Employee Benefits	800.00	0.00	0.00%	0.00
210-5-30-12-330.000 Professional Services	18,500.00	600.00	3.24%	600.00
210-5-30-12-431.000 R&M Buildings & Grounds	10,995.00	850.20	7.73%	850.20
210-5-30-12-441.000 Rental Land/Buildings	500.00	0.00	0.00%	0.00
210-5-30-12-500.000 Training, Conf, Dues	2,000.00	0.00	0.00%	0.00
210-5-30-12-530.000 Communications	1,080.00	90.00	8.33%	90.00
210-5-30-12-610.000 General Supplies	32,289.00	1,435.47	4.45%	1,435.47
210-5-30-12-626.000 Gasoline	3,313.00	0.00	0.00%	0.00
Total EJRP Parks and Facilities	375,607.00	27,998.22	7.45%	27,998.22
210-5-30-13 Adult Programs				
Total Adult Programs	0.00	0.00	0.00%	0.00
210-5-35-10 Brownell Library				
210-5-35-10-110.000 Regular Salaries	492,939.00	37,574.38	7.62%	37,574.38
210-5-35-10-120.000 Part Time Salaries	149,400.00	9,982.76	6.68%	9,982.76
210-5-35-10-190.000 Board Member Payments	3,300.00	0.00	0.00%	0.00
210-5-35-10-210.000 Group Insurance	191,031.00	1,877.69	0.98%	1,877.69
210-5-35-10-220.000 Social Security	49,495.00	3,621.42	7.32%	3,621.42
210-5-35-10-225.000 Act 76 Childcare Tax	2,135.00	147.94	6.93%	147.94
210-5-35-10-230.000 Retirement	46,660.00	3,585.09	7.68%	3,585.09

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-35-10-290.000 Other Employee Benefits	2,800.00	400.00	14.29%	400.00
210-5-35-10-340.000 Technical Services	3,000.00	20.50	0.68%	20.50
210-5-35-10-442.000 Rental Vehicles/Equip	4,000.00	0.00	0.00%	0.00
210-5-35-10-500.000 Training, Conf, Dues	6,000.00	0.00	0.00%	0.00
210-5-35-10-505.000 Tech. Subs, Licenses	14,797.00	2,856.31	19.30%	2,856.31
210-5-35-10-530.000 Communications	2,160.00	180.00	8.33%	180.00
210-5-35-10-540.000 Advertising	700.00	0.00	0.00%	0.00
210-5-35-10-560.000 Postage	3,800.00	0.00	0.00%	0.00
210-5-35-10-610.000 General Supplies	11,200.00	2,333.90	20.84%	2,333.90
210-5-35-10-640.201 Adult Collection	34,000.00	1,492.01	4.39%	1,492.01
210-5-35-10-640.202 Juvenile Collection	17,000.00	9,177.76	53.99%	9,177.76
210-5-35-10-650.201 Adult Digital Collection	18,000.00	3,150.00	17.50%	3,150.00
210-5-35-10-650.202 Juvenile Digital Collecti	9,000.00	450.00	5.00%	450.00
210-5-35-10-735.000 Tech: Equip/Hardware	7,000.00	0.00	0.00%	0.00
210-5-35-10-755.000 Furniture & Fixtures	7,000.00	0.00	0.00%	0.00
210-5-35-10-840.201 Adult Programs	2,000.00	118.80	5.94%	118.80
210-5-35-10-840.202 Childrens Programs	4,500.00	1,046.29	23.25%	1,046.29
210-5-35-10-845.000 Employee/Volunteer Recogn	1,000.00	0.00	0.00%	0.00

Total Brownell Library

1,082,917.00	78,014.85	7.20%	78,014.85
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210-5-40-12 Streets

210-5-40-12-110.000 Regular Salaries	236,400.00	16,595.10	7.02%	16,595.10
210-5-40-12-120.000 Part Time Salaries	35,980.00	3,029.04	8.42%	3,029.04
210-5-40-12-130.000 Overtime	30,834.00	647.50	2.10%	647.50
210-5-40-12-190.000 Board Member Payments	3,000.00	0.00	0.00%	0.00
210-5-40-12-210.000 Group Insurance	81,169.00	848.54	1.05%	848.54
210-5-40-12-220.000 Social Security	24,019.00	1,556.42	6.48%	1,556.42
210-5-40-12-225.000 Act 76 Childcare Tax	1,036.00	68.37	6.60%	68.37
210-5-40-12-230.000 Retirement	25,309.00	2,335.33	9.23%	2,335.33
210-5-40-12-250.000 Unemployment Insurance	383.00	0.00	0.00%	0.00
210-5-40-12-260.000 Workers Comp Insurance	24,229.00	0.00	0.00%	0.00
210-5-40-12-290.000 Other Employee Benefits	1,600.00	0.00	0.00%	0.00
210-5-40-12-330.000 Professional Services	30,050.00	0.00	0.00%	0.00
210-5-40-12-410.000 Water and Sewer Charges	3,800.00	0.00	0.00%	0.00
210-5-40-12-422.000 Snow Removal	28,000.00	0.00	0.00%	0.00
210-5-40-12-425.000 Trash Removal	12,000.00	0.00	0.00%	0.00
210-5-40-12-430.000 R&M Vehicles & Equipment	188,000.00	1,082.00	0.58%	1,082.00
210-5-40-12-431.000 R&M Buildings & Grounds	10,000.00	96.21	0.96%	96.21
210-5-40-12-432.000 R&M Technology	567.00	0.00	0.00%	0.00
210-5-40-12-441.000 Rental Land/Buildings	13,000.00	0.00	0.00%	0.00
210-5-40-12-442.000 Rental Vehicles/Equip	3,800.00	200.00	5.26%	200.00
210-5-40-12-451.000 Summer Construction Servi	310,000.00	0.00	0.00%	0.00
210-5-40-12-500.000 Training, Conf, Dues	3,000.00	0.00	0.00%	0.00
210-5-40-12-505.000 Tech. Subs, Licenses	861.00	7,040.41	817.70%	7,040.41
210-5-40-12-520.000 PACIF Insurance	20,452.00	0.00	0.00%	0.00
210-5-40-12-521.000 Insurance Deductibles	1,000.00	0.00	0.00%	0.00
210-5-40-12-530.000 Communications	5,040.00	205.24	4.07%	205.24
210-5-40-12-540.000 Advertising	500.00	0.00	0.00%	0.00
210-5-40-12-571.000 Streetscape Maintenance	23,000.00	689.75	3.00%	689.75

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	Budget	Actual	% of Budget	Pd to Date
210-5-40-12-572.000 Traffic Control	35,000.00	5,022.21	14.35%	5,022.21
210-5-40-12-573.000 Sidewalk and Curb Maint	6,000.00	0.00	0.00%	0.00
210-5-40-12-600.000 Salt, Sand and Gravel	165,000.00	0.00	0.00%	0.00
210-5-40-12-605.000 Summer Construction Suppl	35,000.00	4,295.23	12.27%	4,295.23
210-5-40-12-609.000 Safety Supplies	3,000.00	0.00	0.00%	0.00
210-5-40-12-610.000 General Supplies	35,000.00	1,268.27	3.62%	1,268.27
210-5-40-12-610.200 Streetlight Supplies	15,000.00	0.00	0.00%	0.00
210-5-40-12-612.000 Uniforms	3,510.00	184.49	5.26%	184.49
210-5-40-12-621.000 Natural Gas/Heating	4,200.00	0.00	0.00%	0.00
210-5-40-12-622.000 Electricity	20,000.00	0.00	0.00%	0.00
210-5-40-12-622.200 Streetlight Electricity	150,000.00	558.85	0.37%	558.85
210-5-40-12-626.000 Gasoline	45,000.00	59.94	0.13%	59.94
210-5-40-12-750.000 Machinery & Equipment	10,000.00	0.00	0.00%	0.00
210-5-40-12-810.112 Tree Advisory Committee	10,000.00	0.00	0.00%	0.00

Total Streets

1,633,739.00	45,782.90	2.77%	45,782.90
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210-5-41 Buildings**210-5-41-20 2 Lincoln Street**

210-5-41-20-400.000 Contracted Services	6,579.00	590.00	8.97%	590.00
210-5-41-20-410.000 Water and Sewer Charges	1,500.00	0.00	0.00%	0.00
210-5-41-20-420.000 Cleaning Services	27,132.00	1,911.00	7.04%	1,911.00
210-5-41-20-425.000 Trash Removal	4,392.00	0.00	0.00%	0.00
210-5-41-20-431.000 R&M Buildings & Grounds	7,000.00	105.00	1.50%	105.00
210-5-41-20-505.000 Tech. Subs, Licenses	2,102.00	0.00	0.00%	0.00
210-5-41-20-530.000 Communications	6,959.00	356.74	5.13%	356.74
210-5-41-20-610.000 General Supplies	1,500.00	0.00	0.00%	0.00
210-5-41-20-621.000 Natural Gas/Heating	6,000.00	0.00	0.00%	0.00
210-5-41-20-622.000 Electricity	10,000.00	0.00	0.00%	0.00
210-5-41-20-755.000 Furniture and Fixtures	750.00	0.00	0.00%	0.00

Total 2 Lincoln Street

73,914.00	2,962.74	4.01%	2,962.74
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210-5-41-21 Brownell Library

210-5-41-21-400.000 Contracted Services	6,500.00	0.00	0.00%	0.00
210-5-41-21-410.000 Water and Sewer Charges	650.00	0.00	0.00%	0.00
210-5-41-21-420.000 Cleaning Services	43,300.00	2,613.00	6.03%	2,613.00
210-5-41-21-431.000 R&M Buildings & Grounds	40,000.00	0.00	0.00%	0.00
210-5-41-21-521.000 Insurance Deductible	1,000.00	0.00	0.00%	0.00
210-5-41-21-530.000 Communications	4,500.00	0.00	0.00%	0.00
210-5-41-21-610.000 General Supplies	2,000.00	85.16	4.26%	85.16
210-5-41-21-621.000 Natural Gas/Heating	7,500.00	0.00	0.00%	0.00
210-5-41-21-622.000 Electricity	19,500.00	0.00	0.00%	0.00
210-5-41-21-755.000 Furniture and Fixtures	2,000.00	0.00	0.00%	0.00

Total Brownell Library

126,950.00	2,698.16	2.13%	2,698.16
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210-5-41-22 Fire Station

210-5-41-22-400.000 Contracted Services	1,420.00	600.00	42.25%	600.00
210-5-41-22-410.000 Water and Sewer Charges	600.00	473.02	78.84%	473.02

Account

	Budget	Actual	% of Budget	Pd to Date
210-5-41-22-431.000 R&M Buildings & Grounds	20,000.00	0.00	0.00%	0.00
210-5-41-22-530.000 Communications	1,500.00	52.24	3.48%	52.24
210-5-41-22-610.000 General Supplies	500.00	639.16	127.83%	639.16
210-5-41-22-621.000 Natural Gas/Heating	5,000.00	0.00	0.00%	0.00
210-5-41-22-622.000 Electricity	8,500.00	0.00	0.00%	0.00
Total Fire Station	37,520.00	1,764.42	4.70%	1,764.42
210-5-41-23 Park Street School				
210-5-41-23-400.000 Contracted Services	4,348.00	600.00	13.80%	600.00
210-5-41-23-410.000 Water and Sewer Charges	784.00	0.00	0.00%	0.00
210-5-41-23-431.000 R&M Buildings & Grounds	15,000.00	0.00	0.00%	0.00
210-5-41-23-505.000 Technology Subs, Licenses	671.00	0.00	0.00%	0.00
210-5-41-23-530.000 Communications	2,873.00	193.36	6.73%	193.36
210-5-41-23-621.000 Natural Gas/Heating	2,892.00	0.00	0.00%	0.00
210-5-41-23-622.000 Electricity	4,737.00	0.00	0.00%	0.00
Total Park Street School	31,305.00	793.36	2.53%	793.36
210-5-41-26 Maple St. Park and Pool				
210-5-41-26-400.000 Contracted Services	7,501.00	0.00	0.00%	0.00
210-5-41-26-410.000 Water and Sewer Charges	7,594.00	0.00	0.00%	0.00
210-5-41-26-420.000 Cleaning Services	28,743.00	2,395.25	8.33%	2,395.25
210-5-41-26-425.000 Trash Removal	5,634.00	0.00	0.00%	0.00
210-5-41-26-505.000 Technology Subs, Licenses	1,343.00	0.00	0.00%	0.00
210-5-41-26-530.000 Communications	7,366.00	279.72	3.80%	279.72
210-5-41-26-610.000 General Supplies	6,500.00	0.00	0.00%	0.00
210-5-41-26-621.000 Natural Gas/Heating	5,975.00	0.00	0.00%	0.00
210-5-41-26-622.000 Electricity	39,629.00	89.04	0.22%	89.04
210-5-41-26-920.000 Transfer btwn Funds (Capi	30,000.00	0.00	0.00%	0.00
Total Maple St. Park and Pool	140,285.00	2,764.01	1.97%	2,764.01
210-5-41-27 Memorial Park				
Total Memorial Park	0.00	0.00	0.00%	0.00
Total Buildings	409,974.00	10,982.69	2.68%	10,982.69
210-5-90-00 Transfers and Misc.				
210-5-90-00-640.201 Adult Collection replacem	0.00	133.83	100.00%	133.83
210-5-90-00-910.000 Transfer btwn Funds	6,363.00	0.00	0.00%	0.00
210-5-90-00-920.000 Transfer btwn funds (capi	1,129,604.00	282,401.00	25.00%	282,401.00
210-5-90-00-922.000 Contribution to FB/Reserv	25,000.00	0.00	0.00%	0.00
210-5-90-00-991.000 Library Donation Expense	0.00	2,048.38	100.00%	2,048.38
Total Transfers and Misc.	1,160,967.00	284,583.21	24.51%	284,583.21
210-5-95-00 Debt Service				
210-5-95-00-900.000 Transfer Between Town/Cit	183,148.00	0.00	0.00%	0.00

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GENERAL FUND

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Account

	Budget	Actual	% of Budget	Pd to Date
210-5-95-00-950.903 Capital Imp Principal	135,135.00	0.00	0.00%	0.00
210-5-95-00-955.903 Capital Imp Interest	43,082.00	0.00	0.00%	0.00
Total Debt Service	361,365.00	0.00	0.00%	0.00
Total Expenditures	12,921,470.00	831,746.76	6.44%	831,746.76
Total GENERAL FUND	-1.00	-387,259.08		-387,259.08

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ECONOMIC DEVELOPMENT FUND

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	Budget	Actual	% of Budget	Pd to Date
220-4-00-00-010.000 Property Taxes	113,000.00	0.00	0.00%	0.00
Total Revenues	113,000.00	0.00	0.00%	0.00
220-5-00-00-720.007 Connect the Junction	40,000.00	0.00	0.00%	0.00
220-5-00-00-890.836 Train Station	50,000.00	0.00	0.00%	0.00
Total Expenditures	90,000.00	0.00	0.00%	0.00
Total ECONOMIC DEVELOPMENT FUND	23,000.00	0.00	0.00%	0.00

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MEMORIAL PARK FUND

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	Budget	Actual	% of Budget	Pd to Date
Total Revenues	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00%	0.00
Total MEMORIAL PARK FUND	0.00	0.00	0.00%	0.00

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ARPA FUNDS

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Account

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

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LOCAL OPTION TAX

Account

	Budget	Actual	% of Budget	Pd to Date
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224-4-00-00-015.000 LOT Revenue	1,000,000.00	0.00	0.00%	0.00
Total Revenues	1,000,000.00	0.00	0.00%	0.00
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224-5-00-00-920.000 Transfer to Capital	900,000.00	225,000.00	25.00%	225,000.00
224-5-40-12-573.000 Sidewalk Improve/Repairs	250,000.00	0.00	0.00%	0.00
Total Expenditures	1,150,000.00	225,000.00	19.57%	225,000.00
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Total LOCAL OPTION TAX	-150,000.00	-225,000.00	150.00%	-225,000.00
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SOCIAL SERVICES FUND

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Account

	Budget	Actual	% of Budget	Pd to Date

Total Revenues	0.00	0.00	0.00%	0.00

Total SOCIAL SERVICES FUND	0.00	0.00	0.00%	0.00
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Account

	Budget	Actual	% of Budget	Pd to Date
230-4-00-00 Revenue				
230-4-00-00-055.000 Contributions/Assessments	16,561.00	0.00	0.00%	0.00
230-4-00-00-092.000 Transfer to Capital	1,543,218.00	385,804.50	25.00%	385,804.50
Total Revenue	1,559,779.00	385,804.50	24.73%	385,804.50
Total Revenues	1,559,779.00	385,804.50	24.73%	385,804.50
230-5-16-10-721.001 Bike Lanes	10,000.00	0.00	0.00%	0.00
230-5-40-12-720.010 Rosewood Ln Road Recon	1,214,820.00	0.00	0.00%	0.00
230-5-40-12-721.001 Main St SUP	592,500.00	0.00	0.00%	0.00
230-5-40-12-735.001 Asset Management Program	13,000.00	0.00	0.00%	0.00
230-5-40-12-750.001 Traffic Calming Measures	10,000.00	0.00	0.00%	0.00
230-5-40-12-750.002 Traffic Cameras	55,000.00	0.00	0.00%	0.00
Total Expenditures	1,895,320.00	0.00	0.00%	0.00
Total GEN FUND CAP RESERVE	-335,541.00	385,804.50	-114.98%	385,804.50

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ROLLING STOCK FUND

Account

	Budget	Actual	% of Budget	Pd to Date
231-4-00-00-092.000 Transfer to Capital	322,283.00	80,570.75	25.00%	80,570.75
Total Revenues	322,283.00	80,570.75	25.00%	80,570.75
231-5-40-12-750.002 Sidewalk Plow	242,000.00	0.00	0.00%	0.00
231-5-40-12-750.006 Mower	15,000.00	0.00	0.00%	0.00
231-5-40-12-751.005 4Wd Pickup Trk # 15	69,000.00	0.00	0.00%	0.00
231-5-40-12-751.010 Dump Truck #6	287,500.00	0.00	0.00%	0.00
Total Expenditures	613,500.00	0.00	0.00%	0.00
Total ROLLING STOCK FUND	-291,217.00	80,570.75	-27.67%	80,570.75

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 BUILDING MAINT FUND

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Account

	Budget	Actual	% of Budget	Pd to Date
232-4-00-00-092.000 Transfer to Capital	50,000.00	12,500.00	25.00%	12,500.00
Total Revenues	50,000.00	12,500.00	25.00%	12,500.00
232-5-41-20-890.832 2 Lincoln Street Renovati	0.00	681.25	100.00%	681.25
Total Expenditures	0.00	681.25	100.00%	681.25
Total BUILDING MAINT FUND	50,000.00	11,818.75	23.64%	11,818.75

08/05/26

City of Essex Junction General Ledger
 Current Yr Pd: 1 Year Budget Status Report
 EJRP CAP RESERVE

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Account

	Budget	Actual	% of Budget	Pd to Date
233-4-00-00-092.000 Transfer to Capital	114,103.00	28,525.75	25.00%	28,525.75
Total Revenues	114,103.00	28,525.75	25.00%	28,525.75
233-5-00-00-730.002 Buildings & Facilities	55,000.00	0.00	0.00%	0.00
233-5-00-00-740.001 Landscaping	12,000.00	12,000.00	100.00%	12,000.00
233-5-00-00-740.002 Resurfacing	2,653.00	0.00	0.00%	0.00
233-5-00-00-750.001 Maintenance Equipment	44,450.00	0.00	0.00%	0.00
Total Expenditures	114,103.00	12,000.00	10.52%	12,000.00
Total EJRP CAP RESERVE	0.00	16,525.75	-100.00%	16,525.75

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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
LAND ACQUISITION FUND

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Account

	Budget	Actual	% of Budget	Pd to Date

Total Revenues	0.00	0.00	0.00%	0.00

Total LAND ACQUISITION FUND	0.00	0.00	0.00%	0.00
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Account

	Budget	Actual	% of Budget	Pd to Date
254-4-54-20 Water Revenues				
254-4-54-20-021.000 Water User Fees	1,831,971.00	575.00	0.03%	575.00
254-4-54-20-021.001 Water Large User Fees	196,349.00	0.00	0.00%	0.00
254-4-54-20-024.000 Utility Connection Fees	3,000.00	0.00	0.00%	0.00
254-4-54-20-060.000 Interest Income	1,000.00	0.00	0.00%	0.00
254-4-54-20-085.000 Penalties	5,000.00	3,920.98	78.42%	3,920.98
254-4-54-20-098.000 Misc Revenue	150.00	0.00	0.00%	0.00
Total Water Revenues	2,037,470.00	4,495.98	0.22%	4,495.98
254-4-54-70 Nonoperating Revenues				
254-4-54-70-092.000 Transfer to Capital	610,000.00	152,500.00	25.00%	152,500.00
Total Nonoperating Revenues	610,000.00	152,500.00	25.00%	152,500.00
Total Revenues	2,647,470.00	156,995.98	5.93%	156,995.98

254-5-54-20 Operating Expenses

254-5-54-20-110.000 Regular Salaries	192,225.00	11,903.14	6.19%	11,903.14
254-5-54-20-130.000 Overtime	24,317.00	323.75	1.33%	323.75
254-5-54-20-210.000 Group Insurance	114,360.00	1,979.15	1.73%	1,979.15
254-5-54-20-220.000 Social Security	16,818.00	1,000.99	5.95%	1,000.99
254-5-54-20-225.000 Act 76 Childcare Tax	725.00	28.36	3.91%	28.36
254-5-54-20-230.000 Retirement	20,104.00	926.54	4.61%	926.54
254-5-54-20-250.000 Unemployment Insurance	76.00	0.00	0.00%	0.00
254-5-54-20-260.000 Workers Comp Insurance	7,027.00	0.00	0.00%	0.00
254-5-54-20-290.000 Other Employee Benefits	800.00	0.00	0.00%	0.00
254-5-54-20-320.000 Legal Services	250.00	0.00	0.00%	0.00
254-5-54-20-330.000 Professional Services	3,500.00	0.00	0.00%	0.00
254-5-54-20-335.000 Audit	2,660.00	0.00	0.00%	0.00
254-5-54-20-410.000 Water and Sewer Charges	200.00	0.00	0.00%	0.00
254-5-54-20-411.000 CWD Water Purchase	734,222.00	0.00	0.00%	0.00
254-5-54-20-430.000 R&M Vehicles & Equipment	7,000.00	0.00	0.00%	0.00
254-5-54-20-431.000 R&M Buildings & Grounds	1,000.00	0.00	0.00%	0.00
254-5-54-20-433.000 R&M Infrastructure	25,000.00	500.00	2.00%	500.00
254-5-54-20-441.000 Rental Land/Buildings	150.00	0.00	0.00%	0.00
254-5-54-20-491.000 Administrative Fees	216,854.00	54,213.50	25.00%	54,213.50
254-5-54-20-500.000 Training, Conf, Dues	2,500.00	0.00	0.00%	0.00
254-5-54-20-505.000 Tech. Subs, Licenses	4,113.00	49.72	1.21%	49.72
254-5-54-20-520.000 PACIF Insurance	7,751.00	0.00	0.00%	0.00
254-5-54-20-521.000 Insurance Deductibles	1,000.00	0.00	0.00%	0.00
254-5-54-20-530.000 Communications	1,080.00	0.00	0.00%	0.00
254-5-54-20-550.000 Printing and Binding	6,084.00	0.00	0.00%	0.00
254-5-54-20-560.000 Postage	2,600.00	0.00	0.00%	0.00
254-5-54-20-609.000 Safety Supplies	3,000.00	0.00	0.00%	0.00
254-5-54-20-610.000 General Supplies	6,500.00	199.89	3.08%	199.89
254-5-54-20-612.000 Uniforms	1,755.00	0.00	0.00%	0.00
254-5-54-20-614.000 Meters and Parts	6,000.00	0.00	0.00%	0.00
254-5-54-20-621.000 Natural Gas/Heating	3,500.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
254-5-54-20-622.000 Electricity	1,800.00	0.00	0.00%	0.00
254-5-54-20-626.000 Gasoline	3,000.00	0.00	0.00%	0.00
254-5-54-20-735.000 Tech: Equip/Hardware	2,500.00	0.00	0.00%	0.00
254-5-54-20-750.000 Machinery & Equipment	7,000.00	0.00	0.00%	0.00
254-5-54-20-920.000 Transfer btwn funds (capi	610,000.00	152,500.00	25.00%	152,500.00
Total Operating Expenses	2,037,471.00	223,625.04	10.98%	223,625.04
254-5-54-70 NonOperating Expenses				
254-5-54-70-750.001 Meter Replacement Program	10,883.00	1,318.00	12.11%	1,318.00
Total NonOperating Expenses	10,883.00	1,318.00	12.11%	1,318.00
Total Expenditures	2,048,354.00	224,943.04	10.98%	224,943.04
Total WATER FUND	599,116.00	-67,947.06	-11.34%	-67,947.06

Account

	Budget	Actual	% of Budget	Pd to Date
255-4-55-30 Operating Revenue				
255-4-55-30-022.000 Sewer User Fees	1,331,744.00	0.00	0.00%	0.00
255-4-55-30-022.001 City: Septage Discharg	55,000.00	0.00	0.00%	0.00
255-4-55-30-022.002 City: Leachate Revenue	1,000.00	0.00	0.00%	0.00
255-4-55-30-025.001 Tri-Town: WWTF Charge - E	852,240.00	213,060.00	25.00%	213,060.00
255-4-55-30-025.002 Tri-Town: WWTF Charge - W	993,090.00	248,272.50	25.00%	248,272.50
255-4-55-30-025.003 Tri-Town: Septage	25,000.00	0.00	0.00%	0.00
255-4-55-30-025.004 Tri-Town: Leachate	100.00	0.00	0.00%	0.00
255-4-55-30-025.005 Tri-Town: Pump Station In	39,000.00	9,750.00	25.00%	9,750.00
255-4-55-30-085.000 Penalties	3,500.00	2,887.64	82.50%	2,887.64
Total Operating Revenue	3,300,674.00	473,970.14	14.36%	473,970.14
255-4-55-70 Nonoperating Revenues				
255-4-55-70-092.000 Transfer to Capital	480,000.00	120,000.00	25.00%	120,000.00
Total Nonoperating Revenues	480,000.00	120,000.00	25.00%	120,000.00
Total Revenues	3,780,674.00	593,970.14	15.71%	593,970.14

255-5-55-30 Operating Expenses

255-5-55-30-110.000 Regular Salaries	554,528.00	46,469.28	8.38%	46,469.28
255-5-55-30-120.000 Part Time Salaries	6,860.00	5,489.28	80.02%	5,489.28
255-5-55-30-130.000 Overtime	45,135.00	1,482.19	3.28%	1,482.19
255-5-55-30-210.000 Group Insurance	188,971.00	-173.88	-0.09%	-173.88
255-5-55-30-220.000 Social Security	48,834.00	4,189.28	8.58%	4,189.28
255-5-55-30-225.000 Act 76 Childcare Tax	2,107.00	166.17	7.89%	166.17
255-5-55-30-230.000 Retirement	57,486.00	4,849.44	8.44%	4,849.44
255-5-55-30-250.000 Unemployment Insurance	808.00	0.00	0.00%	0.00
255-5-55-30-260.000 Workers Comp Insurance	19,668.00	0.00	0.00%	0.00
255-5-55-30-290.000 Other Employee Benefits	3,600.00	0.00	0.00%	0.00
255-5-55-30-320.000 Legal Services	2,000.00	0.00	0.00%	0.00
255-5-55-30-330.000 Professional Services	28,500.00	0.00	0.00%	0.00
255-5-55-30-335.000 Audit	4,335.00	0.00	0.00%	0.00
255-5-55-30-340.000 Technical Services	15,560.00	330.00	2.12%	330.00
255-5-55-30-410.000 Water and Sewer Charges	7,000.00	0.00	0.00%	0.00
255-5-55-30-415.000 Stormwater Charges	2,312.00	0.00	0.00%	0.00
255-5-55-30-421.000 Grit Disposal	18,000.00	0.00	0.00%	0.00
255-5-55-30-430.000 R&M Vehicles & Equipment	700.00	0.00	0.00%	0.00
255-5-55-30-431.000 R&M Buildings	55,000.00	688.25	1.25%	688.25
255-5-55-30-435.000 COGEN	45,000.00	5,170.00	11.49%	5,170.00
255-5-55-30-442.000 Rental Vehicles/Equip	2,500.00	0.00	0.00%	0.00
255-5-55-30-491.000 Administrative Fees	108,427.00	27,106.75	25.00%	27,106.75
255-5-55-30-500.000 Training, Conf, Dues	8,800.00	0.00	0.00%	0.00
255-5-55-30-505.000 Tech. Subs, Licenses	24,893.00	12,728.88	51.13%	12,728.88
255-5-55-30-510.000 Permits, Licenses, Reg	10,200.00	0.00	0.00%	0.00
255-5-55-30-520.000 PACIF Insurance	46,452.00	0.00	0.00%	0.00
255-5-55-30-530.000 Communications	18,780.00	414.89	2.21%	414.89
255-5-55-30-540.000 Advertising	750.00	0.00	0.00%	0.00

WASTEWATER FUND

Account

	Budget	Actual	% of Budget	Pd to Date
255-5-55-30-560.000 Postage	50.00	0.00	0.00%	0.00
255-5-55-30-567.000 Biosolids Land Applicatio	235,000.00	0.00	0.00%	0.00
255-5-55-30-568.000 Biosolids Subcontractor	310,046.00	9,549.60	3.08%	9,549.60
255-5-55-30-570.000 Other Purchased Services	180,000.00	7,113.72	3.95%	7,113.72
255-5-55-30-609.000 Safety Supplies	5,500.00	368.22	6.69%	368.22
255-5-55-30-610.000 General Supplies	10,000.00	1,117.56	11.18%	1,117.56
255-5-55-30-611.000 Small Tools & Equipment	4,500.00	125.97	2.80%	125.97
255-5-55-30-612.000 Uniforms	8,873.00	991.05	11.17%	991.05
255-5-55-30-618.000 Laboratory Supplies	22,000.00	195.62	0.89%	195.62
255-5-55-30-619.000 Chemicals	525,000.00	16,361.52	3.12%	16,361.52
255-5-55-30-621.000 Natural Gas/Heating	20,000.00	0.00	0.00%	0.00
255-5-55-30-622.000 Electricity	165,000.00	0.00	0.00%	0.00
255-5-55-30-626.000 Gasoline	2,000.00	0.00	0.00%	0.00
255-5-55-30-735.000 Tech: Equip/Hardware	4,000.00	0.00	0.00%	0.00
255-5-55-30-910.000 Transfer btwn funds (non-	1,500.00	750.00	50.00%	750.00
255-5-55-30-920.000 Transfer btwn funds (capi	480,000.00	120,000.00	25.00%	120,000.00
Total Operating Expenses	3,300,675.00	265,483.79	8.04%	265,483.79
255-5-55-70 Nonoperating Expenses				
255-5-55-70-722.007 EQ Maintenance/Upgrades	28,000.00	0.00	0.00%	0.00
255-5-55-70-722.010 Aeration Blower Repairs/M	80,000.00	0.00	0.00%	0.00
255-5-55-70-722.020 Digester Flare/Flame Arre	47,003.00	0.00	0.00%	0.00
255-5-55-70-722.025 WAS Pump Replacements	35,000.00	0.00	0.00%	0.00
255-5-55-70-730.001 Energy Conservation	10,000.00	0.00	0.00%	0.00
255-5-55-70-730.004 Catwalk	20,000.00	0.00	0.00%	0.00
255-5-55-70-730.006 Building Exterior Doors	25,000.00	0.00	0.00%	0.00
255-5-55-70-730.007 Secondary #3 rehab	50,000.00	0.00	0.00%	0.00
255-5-55-70-730.008 Entrance Gate	0.00	6,987.50	100.00%	6,987.50
255-5-55-70-751.003 Service Truck w/Crane	86,181.00	0.00	0.00%	0.00
Total Nonoperating Expenses	381,184.00	6,987.50	1.83%	6,987.50
Total Expenditures	3,681,859.00	272,471.29	7.40%	272,471.29
Total WASTEWATER FUND	98,815.00	321,498.85	325.35%	321,498.85

Account

	Budget	Actual	% of Budget	Pd to Date
256-4-56-40 Operating Revenues				
256-4-56-40-023.000 Sanitation User Fees	1,091,714.00	0.00	0.00%	0.00
256-4-56-40-023.001 Essex Pump Station Fees	29,629.00	0.00	0.00%	0.00
256-4-56-40-023.002 Two party agreement	51,204.00	12,800.96	25.00%	12,800.96
256-4-56-40-024.000 Utility Connection Fees	30,000.00	0.00	0.00%	0.00
256-4-56-40-026.000 Allocation Fees	5,000.00	0.00	0.00%	0.00
256-4-56-40-060.000 Interest Income	5,000.00	0.00	0.00%	0.00
256-4-56-40-085.000 Penalties	3,000.00	2,348.44	78.28%	2,348.44
Total Operating Revenues	1,215,547.00	15,149.40	1.25%	15,149.40
256-4-56-70 Nonoperating Revenues				
256-4-56-70-092.000 Transfer to Capital	252,000.00	63,000.00	25.00%	63,000.00
Total Nonoperating Revenues	252,000.00	63,000.00	25.00%	63,000.00
Total Revenues	1,467,547.00	78,149.40	5.33%	78,149.40

256-5-56-40 Operating Expenses

256-5-56-40-110.000 Regular Salaries	181,796.00	11,832.30	6.51%	11,832.30
256-5-56-40-130.000 Overtime	25,016.00	546.11	2.18%	546.11
256-5-56-40-210.000 Group Insurance	65,228.00	481.02	0.74%	481.02
256-5-56-40-220.000 Social Security	17,066.00	930.16	5.45%	930.16
256-5-56-40-225.000 Act 76 Childcare Tax	736.00	29.12	3.96%	29.12
256-5-56-40-230.000 Retirement	20,669.00	991.11	4.80%	991.11
256-5-56-40-250.000 Unemployment Insurance	152.00	0.00	0.00%	0.00
256-5-56-40-260.000 Workers Comp Insurance	6,711.00	0.00	0.00%	0.00
256-5-56-40-290.000 Other Employee Benefits	800.00	0.00	0.00%	0.00
256-5-56-40-330.000 Professional Services	4,242.00	0.00	0.00%	0.00
256-5-56-40-335.000 Audit	1,245.00	0.00	0.00%	0.00
256-5-56-40-340.000 Technical Services	13,500.00	560.00	4.15%	560.00
256-5-56-40-410.000 Water and Sewer Charges	500.00	0.00	0.00%	0.00
256-5-56-40-430.000 R&M Vehicles & Equipment	4,000.00	0.00	0.00%	0.00
256-5-56-40-431.000 R&M Buildings & Grounds	6,000.00	0.00	0.00%	0.00
256-5-56-40-433.000 R&M Infrastructure	15,000.00	0.00	0.00%	0.00
256-5-56-40-434.000 R&M Pump Stations	25,000.00	0.00	0.00%	0.00
256-5-56-40-434.001 Susie Wilson PS Costs	14,000.00	0.00	0.00%	0.00
256-5-56-40-434.002 West Street PS Costs	10,000.00	0.00	0.00%	0.00
256-5-56-40-441.000 Rental Land/Buildings	2,050.00	130.00	6.34%	130.00
256-5-56-40-491.000 Administrative Fees	255,854.00	63,963.50	25.00%	63,963.50
256-5-56-40-500.000 Training, Conf, Dues	2,000.00	0.00	0.00%	0.00
256-5-56-40-505.000 Tech. Subs, Licenses	5,368.00	49.71	0.93%	49.71
256-5-56-40-520.000 PACIF Insurance	4,213.00	0.00	0.00%	0.00
256-5-56-40-521.000 Insurance Deductibles	1,000.00	0.00	0.00%	0.00
256-5-56-40-530.000 Communications	1,080.00	45.00	4.17%	45.00
256-5-56-40-550.000 Printing and Binding	3,216.00	0.00	0.00%	0.00
256-5-56-40-560.000 Postage	4,100.00	0.00	0.00%	0.00
256-5-56-40-609.000 Safety Supplies	3,000.00	0.00	0.00%	0.00
256-5-56-40-610.000 General Supplies	2,000.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
256-5-56-40-612.000 Uniforms	1,755.00	600.99	34.24%	600.99
256-5-56-40-621.000 Natural Gas/Heating	1,500.00	0.00	0.00%	0.00
256-5-56-40-622.000 Electricity	16,500.00	0.00	0.00%	0.00
256-5-56-40-626.000 Gasoline	6,500.00	0.00	0.00%	0.00
256-5-56-40-735.000 Tech: Equip/Hardware	1,000.00	0.00	0.00%	0.00
256-5-56-40-750.000 Machinery & Equipment	10,000.00	0.00	0.00%	0.00
256-5-56-40-920.000 Transfer btwn funds (capi	252,000.00	63,000.00	25.00%	63,000.00
Total Operating Expenses	984,797.00	143,159.02	14.54%	143,159.02
256-5-56-70 Nonoperating Expenses				
256-5-56-70-722.001 Manhole Rehab/Sliplining	100,000.00	0.00	0.00%	0.00
256-5-56-70-722.006 Collection Sys Capacity S	28,400.00	0.00	0.00%	0.00
256-5-56-70-723.010 Rosewood Ln Road Recon	81,708.00	0.00	0.00%	0.00
256-5-56-70-750.001 Meter Replacement Program	22,096.00	2,636.00	11.93%	2,636.00
Total Nonoperating Expenses	232,204.00	2,636.00	1.14%	2,636.00
Total Expenditures	1,217,001.00	145,795.02	11.98%	145,795.02
Total SANITATION FUND	250,546.00	-67,645.62	-27.00%	-67,645.62

Account

	Budget	Actual	% of Budget	Pd to Date
257-4-57-50 Operating Revenue				
257-4-57-50-027.000 Stormwater User Fees	576,459.00	0.00	0.00%	0.00
257-4-57-50-085.000 Penalties	0.00	938.28	100.00%	938.28
Total Operating Revenue	576,459.00	938.28	0.16%	938.28
257-4-57-70 Nonoperating Revenue				
257-4-57-70-040.817 MS4 Formula Grant	180,000.00	0.00	0.00%	0.00
257-4-57-70-041.830 BR Grant	20,000.00	0.00	0.00%	0.00
257-4-57-70-092.000 Transfer to Capital	250,000.00	62,500.00	25.00%	62,500.00
Total Nonoperating Revenue	450,000.00	62,500.00	13.89%	62,500.00
Total Revenues	1,026,459.00	63,438.28	6.18%	63,438.28

257-5-57-50 Operating Expenses

257-5-57-50-110.000 Regular Salaries	100,825.00	7,703.48	7.64%	7,703.48
257-5-57-50-120.000 Part Time Salaries	2,287.00	0.00	0.00%	0.00
257-5-57-50-210.000 Group Insurance	43,205.00	939.34	2.17%	939.34
257-5-57-50-220.000 Social Security	8,000.00	644.13	8.05%	644.13
257-5-57-50-225.000 Act 76 Childcare Tax	345.00	16.82	4.88%	16.82
257-5-57-50-230.000 Retirement	9,363.00	535.36	5.72%	535.36
257-5-57-50-250.000 Unemployment Insurance	96.00	0.00	0.00%	0.00
257-5-57-50-260.000 Workers Comp Insurance	8,239.00	0.00	0.00%	0.00
257-5-57-50-290.000 Other Employee Benefits	400.00	0.00	0.00%	0.00
257-5-57-50-320.000 Legal Services	3,000.00	0.00	0.00%	0.00
257-5-57-50-330.000 Professional Services	20,000.00	0.00	0.00%	0.00
257-5-57-50-335.000 Audit	438.00	0.00	0.00%	0.00
257-5-57-50-433.000 R&M Infrastructure	10,000.00	0.00	0.00%	0.00
257-5-57-50-500.000 Training, Conferences, Du	5,000.00	0.00	0.00%	0.00
257-5-57-50-505.000 Tech Subs, Licenses	589.00	0.00	0.00%	0.00
257-5-57-50-510.000 Permit/License/Registrati	20,000.00	0.00	0.00%	0.00
257-5-57-50-520.000 Insurance	1,604.00	0.00	0.00%	0.00
257-5-57-50-530.000 Communications	540.00	0.00	0.00%	0.00
257-5-57-50-540.000 Advertising	250.00	0.00	0.00%	0.00
257-5-57-50-570.000 Other Purchased Services	5,000.00	0.00	0.00%	0.00
257-5-57-50-575.000 Storm Sewer Maintenance	25,000.00	600.00	2.40%	600.00
257-5-57-50-580.000 Travel	1,500.00	0.00	0.00%	0.00
257-5-57-50-612.000 Uniforms	878.00	0.00	0.00%	0.00
257-5-57-50-735.000 Tech: Equip/Hardware	1,000.00	0.00	0.00%	0.00
257-5-57-50-750.000 Machinery & Equipment	7,000.00	0.00	0.00%	0.00
257-5-57-50-830.000 Regular Programs	900.00	0.00	0.00%	0.00
257-5-57-50-899.000 Matching Grant Funds	51,000.00	0.00	0.00%	0.00
257-5-57-50-920.000 Transfer btwn Funds (Capi	250,000.00	62,500.00	25.00%	62,500.00
Total Operating Expenses	576,459.00	72,939.13	12.65%	72,939.13

257-5-57-70 Nonoperating Expenses

257-5-57-70-722.001 Phosphorous Control	180,000.00	0.00	0.00%	0.00
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City of Essex Junction General Ledger
 Current Yr Pd: 1 Year Budget Status Report
 STORMWATER FUND

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Account

	Budget	Actual	% of Budget	Pd to Date
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257-5-57-70-722.002 Sliplining of Pipes	125,000.00	0.00	0.00%	0.00
257-5-57-70-722.003 Brickyard Rd Catch Basin	35,000.00	0.00	0.00%	0.00
257-5-57-70-722.004 Failed Infrastructure Rep	55,000.00	0.00	0.00%	0.00
257-5-57-70-722.010 Rosewood Ln Road Recon	53,353.00	0.00	0.00%	0.00
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Total Nonoperating Expenses	448,353.00	0.00	0.00%	0.00
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Total Expenditures	1,024,812.00	72,939.13	7.12%	72,939.13
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Total STORMWATER FUND	1,647.00	-9,500.85	-576.86%	-9,500.85
	=====	=====	=====	=====

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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
SENIOR CENTER FUND

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Account

	Budget	Actual	% of Budget	Pd to Date
Total Revenues	0.00	0.00	0.00%	0.00
Total Expenditures	0.00	0.00	0.00%	0.00
Total SENIOR CENTER FUND	0.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
259-4-30-11-020.304 Pool Day Admissions	76,809.00	11,562.00	15.05%	11,562.00
259-4-30-11-020.305 Pool Memberships	49,671.00	370.00	0.74%	370.00
259-4-30-11-020.306 Swim Lessons	38,121.00	74.00	0.19%	74.00
259-4-30-12-020.308 Facility & Field Rental	27,919.00	0.00	0.00%	0.00
259-4-30-14-020.311 Youth Programs	286,941.00	1,350.00	0.47%	1,350.00
259-4-30-14-020.312 Adult Programs	169,970.00	60.00	0.04%	60.00
259-4-30-14-050.000 Donation Revenue	19,000.00	0.00	0.00%	0.00
259-4-30-14-091.000 Transfer from Other Funds	42,500.00	42,500.00	100.00%	42,500.00
259-4-30-15-020.313 Childcare - AS	2,042,827.00	0.00	0.00%	0.00
259-4-30-15-020.315 Shared Staffing Contract	177,669.00	0.00	0.00%	0.00
259-4-30-15-041.000 State and Other Grant Rev	0.00	2,573.02	100.00%	2,573.02
259-4-30-16-020.313 Childcare - PS	724,244.00	6,418.40	0.89%	6,418.40
259-4-30-17-020.313 Childcare - DC	1,041,750.00	99,159.28	9.52%	99,159.28
Total Revenues	4,697,421.00	164,066.70	3.49%	164,066.70

259-5-30-10 Administration

259-5-30-10-330.000 Professional Services	4,500.00	0.00	0.00%	0.00
259-5-30-10-335.000 Audit	54.00	0.00	0.00%	0.00
259-5-30-10-442.000 Rental Vehicles/Equip	1,968.00	0.00	0.00%	0.00
259-5-30-10-500.000 Training, Conf, Dues	5,500.00	0.00	0.00%	0.00
259-5-30-10-505.000 Tech. Subs, Licenses	13,413.00	521.30	3.89%	521.30
259-5-30-10-550.000 Printing and Binding	10,500.00	0.00	0.00%	0.00
259-5-30-10-560.000 Postage	7,103.00	0.00	0.00%	0.00
259-5-30-10-910.000 Trnsfr Between Funds (non	610.00	152.50	25.00%	152.50
Total Administration	43,648.00	673.80	1.54%	673.80

259-5-30-11 Pool

259-5-30-11-120.000 Part Time Salaries	119,521.00	57,234.71	47.89%	57,234.71
259-5-30-11-130.000 Overtime	0.00	2,236.65	100.00%	2,236.65
259-5-30-11-220.000 Social Security	9,143.00	4,549.59	49.76%	4,549.59
259-5-30-11-225.000 Act 76 Childcare Tax	394.00	218.07	55.35%	218.07
259-5-30-11-250.000 Unemployment Insurance	351.00	0.00	0.00%	0.00
259-5-30-11-260.000 Workers Comp Insurance	4,766.00	0.00	0.00%	0.00
259-5-30-11-330.000 Professional Services	1,380.00	672.00	48.70%	672.00
259-5-30-11-335.000 Audit	234.00	0.00	0.00%	0.00
259-5-30-11-431.000 R&M Buildings & Grounds	39,708.00	5,610.46	14.13%	5,610.46
259-5-30-11-505.000 Technology Subs, Licenses	358.00	0.00	0.00%	0.00
259-5-30-11-610.000 General Supplies	6,809.00	892.32	13.11%	892.32
259-5-30-11-910.000 Transfer btwn Funds (non-	2,630.00	657.50	25.00%	657.50
Total Pool	185,294.00	72,071.30	38.90%	72,071.30

259-5-30-12 Parks and Facilities

259-5-30-12-120.000 Part Time Salaries	10,383.00	3,756.65	36.18%	3,756.65
259-5-30-12-220.000 Social Security	794.00	287.35	36.19%	287.35
259-5-30-12-225.000 Act 76 Childcare Tax	34.00	13.49	39.68%	13.49
259-5-30-12-250.000 Unemployment Insurance	31.00	0.00	0.00%	0.00

Account

	Budget	Actual	% of Budget	Pd to Date
259-5-30-12-260.000 Workers Comp Insurance	414.00	0.00	0.00%	0.00
259-5-30-12-330.000 Professional Services	9,000.00	15,187.89	168.75%	15,187.89
259-5-30-12-335.000 Audit	53.00	0.00	0.00%	0.00
259-5-30-12-410.000 Water & Sewer Charges	2,000.00	0.00	0.00%	0.00
259-5-30-12-442.000 Rental Vehicles/Equip	13,800.00	0.00	0.00%	0.00
259-5-30-12-500.000 Training, Conf, Dues	4,000.00	0.00	0.00%	0.00
259-5-30-12-505.000 Tech Subs, Licenses	81.00	0.00	0.00%	0.00
259-5-30-12-910.000 Transfer btwn funds (non-	595.00	148.75	25.00%	148.75

Total Parks and Facilities

41,185.00	19,394.13	47.09%	19,394.13
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259-5-30-14 Recreation Programs

259-5-30-14-110.000 Regular Salaries	57,311.00	4,772.01	8.33%	4,772.01
259-5-30-14-120.000 Part Time Salaries	24,408.00	641.16	2.63%	641.16
259-5-30-14-210.000 Group Insurance	16,285.00	475.66	2.92%	475.66
259-5-30-14-220.000 Social Security	6,302.00	443.06	7.03%	443.06
259-5-30-14-225.000 Act 76 Childcare Tax	272.00	15.65	5.75%	15.65
259-5-30-14-230.000 Retirement	5,338.00	476.17	8.92%	476.17
259-5-30-14-250.000 Unemployment Insurance	240.00	0.00	0.00%	0.00
259-5-30-14-260.000 Workers Comp Insurance	3,258.00	0.00	0.00%	0.00
259-5-30-14-290.000 Other Employee Benefits	400.00	0.00	0.00%	0.00
259-5-30-14-330.000 Professional Services	418,880.00	21,691.58	5.18%	21,691.58
259-5-30-14-335.000 Audit	776.00	0.00	0.00%	0.00
259-5-30-14-410.000 Water and Sewer Charges	1,500.00	0.00	0.00%	0.00
259-5-30-14-431.000 R&M Buildings & Grounds	1,300.00	0.00	0.00%	0.00
259-5-30-14-442.000 Rental Vehicles/Equip	2,000.00	0.00	0.00%	0.00
259-5-30-14-500.000 Training, Conf, Dues	6,750.00	0.00	0.00%	0.00
259-5-30-14-505.000 Technology Subs, Licenses	1,189.00	0.00	0.00%	0.00
259-5-30-14-530.000 Communications	540.00	0.00	0.00%	0.00
259-5-30-14-610.000 General Supplies	38,502.00	78.75	0.20%	78.75
259-5-30-14-850.150 Memorial Day Parade	7,500.00	0.00	0.00%	0.00
259-5-30-14-910.000 Transfer btwn Funds (non-	8,729.00	2,182.25	25.00%	2,182.25

Total Recreation Programs

601,480.00	30,776.29	5.12%	30,776.29
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259-5-30-15 After School Care

259-5-30-15-110.000 Regular Salaries	802,430.00	27,642.42	3.44%	27,642.42
259-5-30-15-120.000 Part Time Salaries	466,754.00	0.00	0.00%	0.00
259-5-30-15-210.000 Group Insurance	240,646.00	3,762.65	1.56%	3,762.65
259-5-30-15-220.000 Social Security	101,560.00	2,236.27	2.20%	2,236.27
259-5-30-15-225.000 Act 76 Childcare Tax	4,381.00	70.01	1.60%	70.01
259-5-30-15-230.000 Retirement	89,287.00	4,846.03	5.43%	4,846.03
259-5-30-15-250.000 Unemployment Insurance	3,728.00	0.00	0.00%	0.00
259-5-30-15-260.000 Workers Comp Insurance	50,606.00	0.00	0.00%	0.00
259-5-30-15-290.000 Other Employee Benefits	5,600.00	0.00	0.00%	0.00
259-5-30-15-330.000 Professional Services	95,879.00	0.00	0.00%	0.00
259-5-30-15-335.000 Audit	2,638.00	0.00	0.00%	0.00
259-5-30-15-500.000 Training, Conf, Dues	36,906.00	0.00	0.00%	0.00
259-5-30-15-505.000 Technology Subs, Licenses	4,040.00	0.00	0.00%	0.00
259-5-30-15-530.000 Communications	8,100.00	90.00	1.11%	90.00

Account

	Budget	Actual	% of Budget	Pd to Date
259-5-30-15-610.000 General Supplies	144,539.00	461.25	0.32%	461.25
259-5-30-15-910.000 Transfer btwn Funds (non-	29,667.00	7,416.75	25.00%	7,416.75
Total After School Care	2,086,761.00	46,525.38	2.23%	46,525.38
259-5-30-16 Preschool				
259-5-30-16-110.000 Regular Salaries	378,646.00	25,576.76	6.75%	25,576.76
259-5-30-16-120.000 Part Time Salaries	29,564.00	3,683.28	12.46%	3,683.28
259-5-30-16-130.000 Overtime	0.00	69.49	100.00%	69.49
259-5-30-16-210.000 Group Insurance	126,584.00	4,223.16	3.34%	4,223.16
259-5-30-16-220.000 Social Security	34,005.00	2,361.32	6.94%	2,361.32
259-5-30-16-225.000 Act 76 Childcare Tax	1,467.00	94.53	6.44%	94.53
259-5-30-16-230.000 Retirement	31,756.00	2,194.74	6.91%	2,194.74
259-5-30-16-250.000 Unemployment Insurance	1,199.00	0.00	0.00%	0.00
259-5-30-16-260.000 Workers Comp Insurance	16,276.00	0.00	0.00%	0.00
259-5-30-16-290.000 Other Employee Benefits	2,800.00	0.00	0.00%	0.00
259-5-30-16-330.000 Professional Services	2,307.00	0.00	0.00%	0.00
259-5-30-16-335.000 Audit	891.00	0.00	0.00%	0.00
259-5-30-16-420.000 Cleaning Services	26,130.00	2,177.50	8.33%	2,177.50
259-5-30-16-442.000 Rental Vehicles/Equip	1,860.00	0.00	0.00%	0.00
259-5-30-16-500.000 Training, Conf, Dues	30,358.00	0.00	0.00%	0.00
259-5-30-16-505.000 Technology Subs, Licenses	1,364.00	0.00	0.00%	0.00
259-5-30-16-580.000 Travel	1,536.00	0.00	0.00%	0.00
259-5-30-16-610.000 General Supplies	6,850.00	3,674.33	53.64%	3,674.33
259-5-30-16-910.000 Transfer btwn Funds (non-	10,015.00	2,503.75	25.00%	2,503.75
Total Preschool	703,608.00	46,538.86	6.62%	46,538.86
259-5-30-17 Summer Day Camps				
259-5-30-17-110.000 Regular Salaries	118,263.00	21,051.39	17.80%	21,051.39
259-5-30-17-120.000 Part Time Salaries	605,299.00	275,290.23	45.48%	275,290.23
259-5-30-17-130.000 Overtime	0.00	8,164.32	100.00%	8,164.32
259-5-30-17-220.000 Social Security	55,353.00	32,192.33	58.16%	32,192.33
259-5-30-17-225.000 Act 76 Childcare Tax	2,388.00	1,356.92	56.82%	1,356.92
259-5-30-17-250.000 Unemployment Insurance	2,125.00	0.00	0.00%	0.00
259-5-30-17-260.000 Workers Comp Insurance	28,850.00	0.00	0.00%	0.00
259-5-30-17-330.000 Professional Services	182,046.00	10,700.37	5.88%	10,700.37
259-5-30-17-335.000 Audit	1,348.00	0.00	0.00%	0.00
259-5-30-17-505.000 Technology Subs, Licenses	2,063.00	0.00	0.00%	0.00
259-5-30-17-580.000 Travel	0.00	12,408.86	100.00%	12,408.86
259-5-30-17-610.000 General Supplies	56,228.00	9,626.11	17.12%	9,626.11
259-5-30-17-910.000 Transfer btwn Funds (non-	15,154.00	3,788.50	25.00%	3,788.50
Total Summer Day Camps	1,069,117.00	374,579.03	35.04%	374,579.03
259-5-30-19 Rec Kids				
Total Rec Kids	0.00	0.00	0.00%	0.00
Total Expenditures	4,731,093.00	590,578.79	12.48%	590,578.79

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City of Essex Junction General Ledger
Current Yr Pd: 1 Year Budget Status Report
EJRP PPROGRAMS FUND

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Account

	Budget	Actual	% of Budget	Pd to Date

Total EJRP PPROGRAMS FUND	-33,672.00	-426,512.09	1,266.67%	-426,512.09
=====				
Total All Funds	212,693.00	-367,646.10	-172.85%	-367,646.10
=====				

LOT Fund Balance Detail

LOT Funds Revenue FY23		659,341.99	
	11/21/22 Disbursement - Q1	1,178.64	
	2/9/23 Disbursement - Q2	239,621.26	
	5/12/23 Disbursement - Q3	195,435.64	
			funds received in August, but recorded back to June to properly
	6/30/23 Disbursement - Q4	219,588.49	recognize revenue
	Interest Accrued	3,517.96	
LOT Funds Revenue FY24		986,078.22	
	Q1	284,780.40	
	Q2	223,554.85	
	Q3	219,797.53	
	Q4	232,463.92	
	Interest Accrued	25,481.52	allocated monthly
LOT Funds Revenue FY25		1,048,482.39	
	Q1	263,103.52	
	Q2	261,428.29	
	Q3	237,710.40	
	Q4	259,860.01	
	Interest Accrued	26,380.17	allocated monthly
LOT Funds Revenue FY26		892,602.20	
	Q1	300,296.44	
	Q2	288,049.65	
	Q3	277,707.36	
	Q4		
	Interest Accrued	26,548.75	allocated monthly
LOT Funds Revenue FY27		-	
	Q1		
	Q2		
	Q3		
	Q4		
	Interest Accrued		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.	(7,125.00)		Strategic Planning by Council
Banners/Signs Balance of Funds Avail.	(14,375.00)		
			capital projects within the approved capital plan \$800,000,
FY26 Expenses to Date	(865,572.08)		rebranding \$19,125, \$29,958.75 sidewalks
FY26 Capital Transfer Balance of Funds Avail.	-		\$800,000 total
FY26 Sidewalks per Policy Balance of Funds Avail.	(204,802.92)		25% of projected revenue
FY27 Expenses to Date	(225,000.00)		
FY27 Capital Transfer Balance of Funds Avail.	(675,000.00)		capital projects within the approved capital plan \$900,000
FY27 Sidewalks per Policy Balance of Funds Avail.	(250,000.00)		25% of projected revenue
Balance of LOT Funds Available	(498,134.76)		
Projected Remaining FY26/FY27 LOT Revenue	1,133,946.55		\$1,000,000 projected, less actual funds received to date
Projected FY26 LOT Fund Balance	635,811.79		

updated 8/5/26

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	\$ 3,228,189.10	\$ 300,899.18	\$ 191,556.17	\$ 3,720,644.45
Balance of Contract	\$ 22,352.00	\$ (10,870.00)	n/a	\$ (180,074.17)

Approved Project Funds	4,020,975.60
Payments to Date	(3,720,644.45)
Remaining Contract Obligations	(22,352.00)
Anticipated Additional Costs	(249,946.01)
Balance of Funds Available	28,033.14

updated 8/5/26

Economic Development Fund Balance Detail

FY26 Economic Development Fund Beginning Balance	914,544.23	
Economic Development Funds Received FY26	141,730.32	
	<i>Property Taxes</i>	113,280.34 will be allocated around 9/15 and 3/15 tax payment due dates
	<i>Interest Accrued</i>	28,449.98 allocated monthly
Less:		
FY26 Expenses to Date	(136,454.75)	
		FY25 \$40,000 grant match, less \$6,425 actual spent FY25, less
Main St Park	(15,354.25)	\$18,220.75 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 \$118,234 actual spent to date
Amtrak Grant Match	(579,228.00)	FY26
Balance of Economic Development Funds Available	<u>237,357.27</u>	
Projected FY26 Economic Development Fund Revenue	-	\$112,000 less actual property tax revenue to date
Projected FY26 Economic Development Fund Balance	<u>237,357.27</u>	

updated 8/5/26



MEMO

To: City Council
From: Regina Mahony, City Manager
Meeting Date: August 12, 2025
Agenda Item: 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

**CITY OF ESSEX JUNCTION
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
JULY 16, 2026
DRAFT**

MEMBERS PRESENT: Maggie Massey, Chair; Luke Brockmeier, Vice Chair; Cristin Gildea, Amanda Svensson; Susan Swogger (alternate member).

ADMINISTRATION: Ashley Snellenberger, Communication & Strategic Initiatives Director; Chris Yuen, Community Development Director.

OTHERS PRESENT: Alistair Parker, Miriam Sheehey, Ed Stone.

1. Call to Order

Community Development Director Yuen called the meeting to order at 6:31 P.M.

2. Reorganization

a. Election of Chair and Vice Chair

Director Yuen called for nominations for Development Review Board Chair.

Board Member Gildea nominated Maggie Massey to be the Development Review Board Chair, seconded by Board Member Brockmeier. The motion passed 5-0.

Director Yuen passed the gavel to Chair Massey to preside over the remainder of the meeting.

Chair Massey called for nominations for Development Review Board Vice Chair.

Board Member Gildea nominated Luke Brockmeier to be the Development Review Board Vice Chair, seconded by Board Member Svensson. The motion passed 5-0.

3. Agenda Additions/Changes

None.

4. Public to be Heard

None.

5. Approval of Minutes

a. June 18, 2026

MOTION by Board Member Gildea, SECOND by Board Member Brockmeier, to approve the minutes from June 18, 2026 as presented. The motion passed 5-0.

6. Public Hearing

a. Application to remove deck on side covered porch and replace with pavers; replace existing windows on first floor of house; and replace exterior stairs on carriage house at 26-28 Pearl Street in the RO & R2 District with Historic Preservation Overlay, by Hannah and Alistair Parker, owners

Chair Massey swore in all individuals who intended to give testimony on the Application.

Alistair Parker, owner of the property, spoke on behalf of the Applicant. He said that there is a porch located on the side of the house along the driveway in need of repair, and that the application proposes to remove the flooring of the porch and convert it into a patio space by replacing the porch floor with pavers. He said that on the opposite side of the house, they would like to replace a set of windows with shorter windows to accommodate interior renovation. He noted that the window material (white vinyl) and aesthetic would remain the same. He said that at the back of the property, they would like to replace the exterior stairs that provide access to tenants living on the second floor of the carriage house. He said that they are not proposing to modify the footprint of the exterior stairs, and will replace them with unpainted pressure-treated wood (similar to the current configuration).

Director Yuen noted that after conducting a review of requirements, staff determined that the Design Review Overlay District regulations do not apply, because exterior alternations are exempt, but that Historic Preservation Overlay District regulations do apply to this application. He noted that the site is residential and will remain residential in this proposal, and that the proposed renovations retain and preserve the historic character of the structures. He said the only major change in this application is to convert the porch to a patio, noting that there was a porch in place when a historic inventory of this property was taken in the 1970s. Mr. Parker noted that they are proposing to retain the roof over the porch and only replacing the decking with pavers.

Board Member Brockmeier asked if the porch would still be slightly elevated from ground level, and Mr. Parker replied that they are intending to remove the decking and that the pavers would be at ground level to make the space more open and usable. Board Member Brockmeier asked about the columns on the porch, and Mr. Parker replied that he plans to mimic the front porch columns' aesthetics, with chamfered edges and detail.

Chair Massey closed the public hearing.

Board Member Gildea made a motion, seconded by Board Member Swogger, that the Development Review Board approves the replacement of the two first floor windows, replacement of the existing side porch with patio pavers, and replacement of the carriage house exteriors stairs as proposed. The motion passed 5-0.

7. Other Development Review Board Items

a. Committee Orientation

Communications & Strategic Initiatives Director Snellenberger presented on this agenda item, which provides detail on Open Meeting Law and the City's Ethics and Conflict of Interest Policy. She also noted that new committee members are required to go through the State's ethics training course.

Director Snellenberger began by providing an overview of the City's Community Vision and Strategic Action Plan, including its six pillars and 18 associated action items. She provided a summary of the City's strategic planning process, which aligns with and helps inform the City's budgeting process. She spoke about the City's boards and committees, noting that they can be advisory committees or non-advisory (decision-making) committees. She noted that the Development Review Board is a non-advisory committee, with additional requirements as a quasi-judicial body. She outlined the

responsibilities of board and committee members, committee chairs, and staff representatives of those committees.

Director Snellenberger then provided an overview of Open Meeting Law (1 V.S.A. §§310-314), noting that the intent of the law is to create transparency in government by requiring advance public notice of meetings and opportunities for public participation in governmental decisions. She noted that Open Meeting Law is required when there is a quorum of board members at the meeting, involves a discussion or taking action, and the subject matter of the discussion is one over which the board has authority or responsibility. She spoke about when Open Meeting Law applies or does not apply. She provided more details on requirements of the Open Meeting Law, including the provision of advanced notice of meetings, creation and posting of an agenda for all regular and special meetings, conducting all business in open meeting (unless an exemption applies), allowing public comment at meetings, recording and posting minutes of the meeting, and recording the meeting and posting it for a certain period of time. She spoke about exemptions of these requirements related to deliberative and executive sessions. Director Yuen noted that the Development Review Board is able to enter into deliberative sessions after public hearings to further deliberate on applications, but that they are not required to do so and can also discuss applications during public session. She provided detail on requirements for agendas for each meeting. She noted that because the Development Review Board is non-advisory, they cannot meet fully remotely but they can have a hybrid option with at least one board member and one staff person in attendance at the designated physical location for the meeting. She provided detail about requirements for minutes of meetings, including contents and posting deadlines. She noted that board members can only use evidence that the public has access to or that has been presented during a hearing to inform decisions, and she noted that direct or indirect communication between a board and any party, representative, or counsel (*ex parte* communications) about proceedings before the board are prohibited, in order to ensure due process during proceedings. She provided details on the City's Open Meeting Law Complaint Process.

Director Snellenberger then provided an overview of the statewide municipal Code of Ethics, noting that State statute requires municipalities to investigate and record ethics complaints, appoint an Ethics Liaison to receive complaints and serve as a point of contact for the state's Ethics Commission, and for municipal staff and committees to complete ethics trainings. She provided detail on what qualifies as a conflict of interest and when board members should disclose potential conflicts of interest and recuse themselves from decision-making due to conflicts of interest. She noted that board members who have recused themselves on a matter cannot sit with, deliberate, or participate in discussions with the board on that matter, but that they may participate as a member of the public or private party, if applicable. She provided more detail on conduct that is prohibited by the Ethics Policy, as well as the process for investigation and enforcement of ethical violations.

8. Adjournment

MOTION by Board Member Svensson, SECOND by Board Member Swogger, to adjourn the meeting. The motion passed 5-0.

The meeting was adjourned without objection at 7:31 P.M.

RScty: AACoonradt

Tree Farm Management Group - Monthly Meeting

Date: Monday 7/13/26 at 6:00 PM

Location: Tree Farm Recreational Facility

(start by the red barn between fields 3 and 6 and move to a facility walk through)

189 Old Colchester Road, Essex Junction, VT 05452

In attendance: Aaron Stewart, Giles Willey, Maria Godleski, Paul Benoit, Wendee Pringle, Harlan Smith, Ally Vile, Mike Nick, and Julie Shorter

Absent - James Goudie, Debbie Knakal, Garry Scott

AGENDA

Call to Order: 606 PM

Agenda Additions/Changes: Welcome Julie Shorter

1. Public to be heard - none

2. BUSINESS ITEMS

a. Approval of the June Meeting Minutes - [TFMG Meeting Minutes, June](#)

[Approved 7.13.26.pdf](#) Giles made a motion, which was seconded by Aaron, that the minutes be approved. All were in favor.

b. Field Scheduling and Reservation Updates (Debbie) - Debbie was briefly available to share current invoicing and money received. Veterans Cup should pay the remainder of their fee prior to the tournament starting on Wednesday 7/15. Some of their gear has arrived. They will set up Tuesday 7/14. James and Debbie to reach out.

3. Financial Review (Giles) [TF Financials July 2026.pdf](#)

a. Financial updates - We have put a lot of effort and money into the road and parking. We budgeted 15K and are currently at 14.5K. It is likely we will need to do 2 more grading before the end of the year at 1K each to control the pot holes. There are places where we have discovered people are parking that create traffic flow issues. Giles made a motion to invest \$2,000 for grading and \$1,000 for boulders. Paul seconded this motion. All were in favor. . The addition of Starlink WiFi is a game changer for tournament weekends. The tourney host is no longer fighting limited cell coverage to get game schedules updated. It also helps with software updates linked to Turf Tank. We will consider a fee structure for next year for tournament use.

- b. Field Rehabilitation Plan** - After review of the field conditions and the proposed estimate from S&D for overseeding, Maria made a motion to approve the \$15,200.13 with the work in two, 4 field shut down phases of 6-8 weeks as supported by Debbie's scheduling. This means we will have to reduce reservations, but the fields cannot go this year without their condition being remedied. This is a savings to do it at the same time as aeration as the same machine will be used.

4. Other -

- a. Calendar (Ally)** - We received the 2nd water bill. We need to plan for getting on the schedule for the Town Selectboard and City Council in October. Aaron to follow up with Brian at CTE. We hope to be included in the planning of this coming year's projects; if not the fall hopefully the spring. Aaron to inquire about when it is best to share our project list.
- b. Full Facility Walk Thought (All)** - Those in attendance walked the entire complex noting areas for follow up with the City, the Town, CTE, Yipes, Autumn Pond, etc.

5. Additions to the Agenda -

- a. Welcome Julie Shorter** - With Mark Brislin's promotion to Director of Essex Junction Recreation and Parks, Julie, the Assistant Director, will be the City's representative on the TFMG going forward. Julie is also the girls high school cross country coach. Julie has been asked to review the current cross country trail map on our website for accuracy.
- b. Executive Session** - none occurred

- 6. Next Meeting & Adjournment** - 729 PM Ally motioned to end the meeting. Giles seconded that motion. All were in favor. Next meeting Monday 8/10/26 at 6 PM at the Town Office's Conference Room.

**City of Essex Junction
Tree Advisory Committee
Minutes of Meeting
May 26, 2026**

Members Present: Nick Meyer, Warren Spinner, Max Seaton, Rich Boyers

1. Call To Order

The meeting was called to order at 4:40 by Nick.

2. Additions to the Agenda

No additions to the agenda

3. Public to Be Heard

No additional members of the community were present.

4. Approval of Meeting Minutes

Motion to approve April meeting minutes was made by Rich, second by Max.

5. Tree Planting and Arbor Day

Nick shared details about the tree planting event at Hiawatha, ADL, and Maple Street Park led by ADL 8th graders. Nick noted the positive atmosphere as 8th graders supported kindergarteners in the planting of trees.

Nick also shared that 25 trees from the BOB nursery were planted around the city. In addition, there was concern about the trees along the Crescent Connector due to last summer's drought, but they are looking OK.

6. Tree Walk

The walk at St. Michael's College is on June 6th.

7. BOB Nursery Work Events

The work events at the BOB Nursery are scheduled for the following dates: 6/9, 7/14, 8/11, 9/8

8. Summer Tree Maintenance

9. Engaging Residents for Tree Planting

The committee discussed leaving an informational flyer at residences when no one is home during door-to-door outreach about tree planting and emerald ash borer replacement efforts.

9. Other Items

Luca and Amanda have expressed interest in joining the committee.

Rich plans to connect with Ashley and Northfield about the tree contest.

12. Adjourn

The meeting adjourned at 5:30.