



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

Online & 2 Lincoln St.
Essex Junction, VT 05452
Wednesday, February 8, 2023
6:30 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6944

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

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

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
5. **PUBLIC HEARING**
 - a. Public hearing on fiscal year 2024 Proposed Budget and Capital Program
6. **BUSINESS ITEMS**
 - a. Discussion of FY24 Proposed Budget and Capital Program Budget
 - b. Discussion and consideration of moving the Annual Meeting date and discussion on the Annual Meeting Election/Preparation Schedule
 - c. Discussion and consideration of the Crescent Connector Bid Award
7. **CONSENT ITEMS**
 - a. Approve Check Warrants #17338 (1/27/2023)
 - b. Approve Minutes: January 25, 2023
 - c. Approve mailing of ballots
 - d. Approve Certificate of Highway Mileage for Year Ending February 10, 2023
8. **READING FILE**
 - a. Council member comments
 - b. Restorative Justice in Essex Report – First half of FY23
 - c. Planning Commission Minutes: January 19, 2023
 - d. Bike/Walk Advisory Committee Minutes: January 23, 2023
 - e. Tree Advisory Committee Minutes: December 20, 2022
 - f. Letter from Elaine Haney and Harlan Smith (ADDED)
9. **EXECUTIVE SESSION**
 - a. None anticipated
10. **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. 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.



City of Essex Junction

FY2024 BUDGET PUBLIC HEARING

General Fund Highlights

- ▶ Primary budget driver is new positions:
 - ▶ Building Coordination Role & associated adjustments
 - ▶ Administrative Assistant
 - ▶ Code Enforcement Officer
 - ▶ Planner
 - ▶ EJRP Adult Program Director
- ▶ Essex Rescue increase
- ▶ Essex Junction Cemetery Association increase
- ▶ Stormwater
- ▶ Memorial Day Parade & Portion of July 4th Celebration
- ▶ Planned Capital Transfer Increase

Summary General Fund

Fund	FY22 Mock City Budget w/ Inflation	FY24 Proposed Budget	\$ Change	% Change
General Fund	\$10,691,093	\$11,428,241	\$737,149	7%
Contributing Factor	Amount	Notes		
Salaries & Benefits	\$353,924	New positions in Admin/Community Development/EJRP, regular salaries and employee benefits		
Stormwater	\$118,700	Previously included in Town budget		
Essex Rescue	\$71,620	Increased operating costs		
Essex Junction Cemetery Association	\$20,000	Requested increase for maintenance of cemeteries		
Memorial Day Parade & July 4 th Celebration	\$17,500	Memorial Day Parade previously included in Town budget; July 4 th Celebration previously covered in full by EJRP program funds		
Capital Transfer	\$79,739	Planned annual increase		

Estimated Tax impact

	FY23 Combined Rate	FY24 Proposed Rate	\$ Change	% Change
Tax Rate	\$0.9298	\$0.9432	\$0.0134	1.4%

Estimated tax increase to a \$280,000 Village property is \$42.11

One Time Expenditures

Description	Amount	Notes
Rebranding (Admin)	40,000	to be paid for with Local Option Tax (LOT) funds
Strategic Planning (Legislative)	5,000	Increased to \$30,000, to be paid for with LOT funds
Banners and Signs (Streets)	14,375	to be paid for with LOT funds
	59,375	

General Fund Highlights:

- ▶ The general fund budget is broken into 18 expenditures. The following information is a snapshot of the major changes to the proposed FY24 budget from the FY24 mock City budget.
- ▶ The budget detail is included in the City Council packet for reference.

▶ Administration:

- Added FT Administrative Assistant \$84,000 (pay and benefits).
- Communications/council/election expenditures were moved to the respective budgets.

▶ Legislative

- These expenses were previously included in the Administration budget.

▶ Clerk

- These expenses were previously included Town budget, except for the City's share of election expenses.

▶ Finance

- Added three FT staff as approved by Council (Finance Director hired FY22, Accountant I existing, Accountant II hired FY23).
- NEMRC, Kofax, and Questica services were previously shared with Town. The City is now paying the full amount of these professional services and technology subscriptions.
- Property/casualty insurance increased due to revaluations of recreation buildings/structures.

▶ Information Technology

- These expenses were previously included in the Town budget. These are rough estimates for all expenditures.

▶ Assessing

- These expenses were previously included in the Town budget.

▶ Community Development

- Added FT Code Enforcement Officer and FT Planner (\$177,639 pay and benefits). These positions will cover the Health Officer's duties.
- Added GIS services previously provided by Town staff.
- Match for Transit Oriented Development project.
- Town Meeting TV increased for DRB and Planning Commission meetings.

▶ Economic Development

- Planning on Junction Jam as the primary event for Economic Development. EJRP will cover other events.
- CCRPC/GBIC/Lake Champlain Chamber expenditures moved to the County & Regional Functions budget.

▶ Fire

- Technology subscription increased to account for new ESO subscription, which replaces a sunsetted system to track and report calls.
- Small tools and equipment increased to account for scheduled replacements of portable radios.

▶ Health and Human Services

- Health Officer duties will be covered by new Community Development staff.
- A significant increase for Essex Rescue.
- Essex Junction Cemetery Association request (\$20,000).
- Addition of Essex Police Dept. for the City's share of the Town budget.

▶ County and Regional Functions

- CCRPC/GBIC/Lake Champlain Chamber previously included in the Economic Development budget.
- GMT and Winooski Valley Park District as approved by voters in November 2022 (memberships were previously included in the Town budget).

▶ Public Works/Streets

- Increased paving by \$20,000.
- Moved storm sewer maintenance to the new stormwater department budget.
- Salt price has increased by \$10/ton.
- General increase in electricity and fuel costs.
- Planned increase in rolling stock transfer of 10%.

► Stormwater

- Town dollars previously funded this budget. We will be researching options to provide a funding mechanism in future years.
- This budget previously only included salaries/benefits for a portion of one FT employee and matching grant funds.
- Added PT salaries for summer interns previously paid by the Town.
- Added new expenditure lines to account for MS4 permit requirements.
- Moved storm sewer maintenance expenditures from the Streets budget (\$25,000).
- Increased grant match funds for UPWP and Better Roads grant opportunities.

► Brownell Library

- Removed funding from Town due to separation (\$15,000).
- Increased PT staffing by 10 hrs/wk to have four staff on each shift.
- Increased adult and juvenile collections for high-demand digital materials.
- Increased furniture to replace existing furniture with wipeable surface pieces.

▶ EJRP Administration

- Regular salary increased for staff hired in FY22 to fill a vacancy, the same number of FTEs as in the prior year.
- Technology moved to the IT budget based on the replacement schedule provided by Town IT.
- Added the Memorial Day Parade, previously in the Town budget (\$7,500).
- Added a contribution to July 4th celebration previously covered 100% by program funds (\$10,000).

▶ EJRP Parks & Facilities

- Added City wide Buildings Coordinator duties and increased PT staffing hours to support additional buildings-related work/duties (approx. increase of \$36,285).
- Added gasoline expenditure for equipment. This was previously in the buildings expenditures budget for Maple St Park.

▶ EJRP Adult Programing

- Added FT Adult Program Director (\$56,000 pay and benefits, half year only).
- Senior budget and senior van cost will be shared with the Town until December 2023, and include \$20,000 for possible increase in SSTA usage afterward.

▶ Debt

- Added transfer to the Town for police facility debt as approved by City and Town voters.

▶ Buildings - 2 Lincoln

- Cleaning services are now under one City contract and have increased in frequency as the building is now fully occupied.
- Increased communications to add internet service currently paid by the Town.
- General increases across most expenditures to account for additional use of the building with a full staff.

▶ Buildings – Brownell Library

- Cleaning services are now under one City contract.
- Increased communications expenditure to account for new Burlington Telecom service known costs.

▶ Buildings – Fire Station

- Increased electricity cost based on historical actual.
- Moved gasoline to the Fire operating budget as this is for truck fuel and not related to the building.

▶ Buildings – Park Street School

- Cleaning services are now under one City contract. This was previously paid from the Maple St budget.
- Added funds for building repairs and maintenance that were removed in prior year.

▶ Buildings – Maple Street Park and Pool

- Cleaning services are now under one City contract. This budget previously covered Park St School as well.

Summary Capital Funds

Capital Fund	Proposed Spending	Notes
Capital Reserve	\$201,976	Continue work on the Crescent Connector project, various stormwater projects, facility analysis for 2 Lincoln and fire station
Rolling Stock	\$315,420	Replacement of pickup truck, dump truck and a landscape trailer
EJRP Capital	\$112,771	Cascade playground resurfacing chips, park egresses and security cameras, drainage pool house/office, ADA lift, new concrete in pool area
Water Capital	\$646,495	Iroquois Ave waterline rebuild, debt
WWTF Capital	\$257,957	Automatic samplers, digester cleaning, service truck, PePhlo pilot, engineer evaluation, mower, oxygen reduction controller replacement, debt
Sanitation Capital	\$164,500	Manhole rehab, collection system capacity study, debt
Total	\$1,513,265	

Summary Enterprise Funds

Fund	FY23 Budget	FY24 Proposed Budget	\$ Change	% Change
EJRP Program Fund	\$2,861,834	\$3,196,846	\$335,012	12.0%
Water Fund	\$1,443,707	\$1,702,943	\$259,236	18.0%
WWTF Fund	\$2,470,209	\$2,887,800	\$417,591	16.9%
Sanitation Fund	\$591,700	\$657,262	\$66,562	11.1%

Enterprise Funds

- ▶ Wastewater treatment facility faces challenges with changing state regulations and unfunded mandates.
- ▶ Inflation impacting wastewater treatment supplies and materials (chemicals, equipment maintenance and biosolids management)
- ▶ Technical services for pump station communications
- ▶ Water debt service for new Main St water line replacement bond
- ▶ Administrative fees increase due to increased costs, and a result of FY23 rate increases being reduced by management (effectively realizing increases for two years in FY24)

Estimated Utility Rate Changes

Utility Charges Comparison		
<i>Residential Property using 120 gallons/Day</i>		
	FY23	FY24
Water		
Fixed Charge, annual	\$ 130.18	\$ 152.86
Usage (120 Gal/day, 5840 c.f./yr)	\$ 126.14	\$ 131.40
Total	\$ 256.32	\$ 284.26
<i>\$ Change</i>	<i>\$ 13.79</i>	<i>\$ 27.94</i>
<i>% Change</i>	<i>5.69%</i>	<i>10.90%</i>
WWTF		
Fixed Charge, annual	\$ 122.37	\$ 134.07
Usage (120 Gal/day, 5840 c.f./yr)	\$ 64.24	\$ 63.06
Total	\$ 186.61	\$ 197.13
<i>\$ Change</i>	<i>\$ 10.17</i>	<i>\$ 10.52</i>
<i>% Change</i>	<i>5.77%</i>	<i>5.64%</i>
Sanitation		
Fixed Charge, annual	\$ 107.35	\$ 119.10
Usage (120 Gal/day, 5840 c.f./yr)	\$ 35.62	\$ 35.04
Total	\$ 142.97	\$ 154.14
<i>\$ Change</i>	<i>\$ 2.15</i>	<i>\$ 11.17</i>
<i>% Change</i>	<i>1.53%</i>	<i>7.81%</i>
Total All Utility Rates, annual		
<i>\$ Change</i>	<i>\$ 26.11</i>	<i>\$ 49.62</i>
<i>% Change</i>	<i>4.66%</i>	<i>8.47%</i>

FY24 Budget vs FY22 Mock Budget and Mock Budget w/ Inflation

Assume 4%/year inflation per standard practice

8.00% (average inflation rate Jan-Sep 2022 is 8.32%)

	FY22 Mock Budget	FY22 Mock Budget w/ Inflation	FY24 Budget	\$ Variance	% Variance	Notes
Revenues						
Property Taxes	9,161,651	9,865,927	10,488,214	622,287	6%	
General	149,684	149,684	631,530	481,846	322%	Admin Allocation from enterprise funds
Administration	276,163	276,164	-	(276,164)	-100%	this is included in General revenue (admin allocation)
Clerk	106,865	106,865	105,008	(1,857)	-2%	
Finance	65,812	71,077	-	(71,077)	-100%	this is included in General revenue (admin allocation)
Information Technology	14,000	14,000	14,000	-	0%	revenue from Wastewater
Community Development	28,000	28,000	39,000	11,000	39%	
Economic Development	-	-	4,000	4,000	n/a	
Health and Human Services	29,856	29,856	-	(29,856)	-100%	mock included police revenue which is netted against expenditures in FY24 budget
Fire	20	20	10	(10)	-50%	
Streets	134,000	134,000	133,500	(500)	0%	
Stormwater	-	-	-	-	n/a	potential future revenue source, need to identify funding mechanism
Brownell Library	500	500	500	-	0%	
Recreation	15,000	15,000	12,479	(2,521)	-17%	
Buildings	-	-	-	-	n/a	
Total Revenues	9,981,551	10,691,093	11,428,241	737,149	7%	
Expenditures						
Administration	639,106	690,234	611,570	(78,665)	-11%	mock budget included Legislative
Legislative	-	-	67,450	67,450	n/a	
Clerk	249,363	269,312	289,250	19,938	7%	
Finance	489,989	529,188	504,300	(24,888)	-5%	
Information Technology	145,000	156,600	153,650	(2,950)	-2%	
Assessing	129,466	139,823	77,810	(62,013)	-44%	
Community Development	279,840	302,227	482,813	180,586	60%	
Economic Development	44,700	48,276	40,000	(8,276)	-17%	
Health and Human Services	2,570,151	2,775,763	2,977,293	201,530	7%	Essex Rescue, cemetery association
County/Regional Functions	314,223	339,361	346,883	7,522	2%	
Fire	460,623	497,473	545,484	48,011	10%	
Streets	1,392,627	1,504,037	1,566,556	62,519	4%	
Stormwater	127,503	137,703	195,484	57,780	42%	new costs proposed to meet MS4 requirements
Brownell Library	778,306	840,570	964,134	123,564	15%	
Recreation	941,714	1,017,051	1,112,932	95,880	9%	
Buildings	306,674	331,208	390,749	59,541	18%	increased cleaning costs, increased repairs/maintenance for Park St School
Debt	416,437	416,437	402,528	(13,909)	-3%	
Transfers and Misc.	695,828	695,828	699,356	3,528	1%	
Total Expenditures	9,981,550	10,691,093	11,428,241	737,149	7%	

Tax Rate Comparison FY22 as Village vs FY24 Proposed

	FY22 as Village	FY22 Mock	FY22 Mock Tax Rate Change from FY22 as Village	FY22 Mock Budget w/ Inflation	FY22 w/ Inflation Mock Tax Rate Change from FY22 as Village	FY24 Budget	FY24 Tax Rate Change from FY22 as Village
Grand List	\$ 11,198,316	<i>(using same grand list value for comparison purposes, actual FY24 will be based on current grand list)</i>					
Essex Junction Economic Development	0.0100	0.0100	-	0.0100	-	0.0100	-
Essex Junction Village	0.3345	0.8181	0.4836	0.8810	0.5465	0.9366	0.6021
Essex Town Capital	0.0200	-	(0.0200)	-	(0.0200)	-	(0.0200)
Essex Town General Fund	0.5285	-	(0.5285)	-	(0.5285)	-	(0.5285)
Local Agreement Rate	0.0022	0.0022	-	0.0022	-	0.0022	-
Total Municipal Rate	0.8952	0.8303	-0.0649	0.8932	-0.0020	0.9488	0.0536
			-7.2%		-0.2%		6.0%

Sample Tax Bill Increase FY23 vs FY24 on \$280,000 Property

	FY23 Rates	\$	280,000.00	FY24 Proposed Rates	\$	280,000.00	\$	11,198,316	Old Grand List Value
<i>FY24 based on OLD grand list value</i>									
Town General	0.5513	\$	1,543.64	-	\$	-			
Town Capital	0.0200	\$	56.00	-	\$	-			
Tax Agreements	0.0021	\$	5.88	0.0022	\$	6.16			
City General	0.3464	\$	969.92	0.9366	\$	2,622.45			
City Economic Development Fund	0.0100	\$	28.00	0.0100	\$	28.00			
	<u>0.9298</u>	\$	<u>2,603.44</u>	<u>0.9488</u>	\$	<u>2,656.61</u>			
				<i>Annual Property Tax Bill Increase</i>	\$	<i>53.17</i>			
									2.0%

	FY23 Rates	\$	280,000.00	FY24 Proposed Rates	\$	280,000.00	\$	11,265,569	Current Grand List Value
<i>FY24 based on CURRENT grand list value</i>									
Town General	0.5513	\$	1,543.64	-	\$	-			
Town Capital	0.0200	\$	56.00	-	\$	-			
Tax Agreements	0.0021	\$	5.88	0.0022	\$	6.16			
City General	0.3464	\$	969.92	0.9310	\$	2,606.79			
City Economic Development Fund	0.0100	\$	28.00	0.0100	\$	28.00			
	<u>0.9298</u>	\$	<u>2,603.44</u>	<u>0.9432</u>	\$	<u>2,640.95</u>			
				<i>Annual Property Tax Bill Increase</i>	\$	<i>37.51</i>			
									1.4%

New Expenditures FY24		
Description	Amount	Notes
Building Coordination Role & associated adjustments	36,285	
FT Adult Program Director	56,000	half year only
		mock budget included \$8,500 for health officer, these duties will be covered by
FT Code Enforcement Officer	80,315	this role
FT Planner	97,324	
FT Admin Assistant	84,000	
Essex Rescue increase	71,620	
Essex Junction Cemetery Association	20,000	
Stormwater	118,700	
Memorial Day Parade & Portion of 7/4 Celebration	17,500	
Capital Transfer Increase	79,739	amount of 15% increase over FY23 amount, to be paid for with LOT funds
	<u>661,483</u>	

One Time Expenditures FY24		
Description	Amount	Notes
Rebranding (Admin)	40,000	to be paid for with LOT funds
Strategic Planning (Legislative)	5,000	increase to \$30,000; to be paid for with LOT funds
Banners and Signs (Streets)	14,375	to be paid for with LOT funds
	<u>59,375</u>	

Economic Development Fund

	FY23	FY24	Notes
	Projection	Projection	
Beginning Balance	654,555	566,555	
Add	112,000	112,000	tax revenue
Spend	200,000	-	FY23 Main St Park
Ending Balance	566,555	678,555	*should be enough to cover Amtrak match

Notes:

1. Crescent Connector project may require an additional \$255,780 (half of \$511,560 for lighting and contaminated soil disposal).

Local Option Tax Fund			
	FY23	FY24	
	Projection	Projection	Notes
Beginning Balance	-	573,642	
Add	573,642		effective 10/1/22 (42.7% of 1% tax collected by State)
			Rebranding \$40,000; Strategic Planning \$30,000; Banners/Signs \$14,375 (50 banners for streetlights \$110/ea, 5 entrance signs \$1,775/ea); planned increase to capital
Spend	-	164,114	transfer from general fund \$79,739
Ending Balance	573,642	409,528	

to calculate revenue:

Total Receipts

1% LOT Receipts

70% of LOT

LESS: \$5.96/return

Total City LOT Revenue

30% retained for State PILOT fund

FY24 General Fund Summary

	2021		2022		2023 Budget	2024 Budget	\$ Change	% Change	Notes
	Budget	2021 Actual	2022 Budget	PRELIMINARY Actual					
Revenues									
Property Taxes	3,670,039	3,671,306	3,745,866	3,745,838	3,890,397	10,488,214	6,597,817	170%	
General	305,785	429,579	302,012	300,501	753,961	631,530	(122,431)	-16%	
Administration	50,000	50,000	50,000	147,004	50,000	-	(50,000)	-100%	
Clerk	-	-	-	-	-	105,008	105,008	n/a	
Information Technology	-	-	-	-	-	14,000	14,000	n/a	
Community Development	25,000	27,735	28,000	38,332	39,000	39,000	-	0%	
Economic Development	500	-	-	12,000	-	4,000	4,000	n/a	
Fire	20	50	20	10	20	10	(10)	-50%	
Streets	1,196,960	1,196,537	1,396,627	1,395,993	1,469,044	133,500	(1,335,544)	-91%	
Stormwater	71,851	71,851	76,253	76,553	78,018	-	(78,018)	-100%	
Brownell Library	15,500	15,000	15,500	48,368	15,500	500	(15,000)	-97%	
Recreation	32,000	22,897	27,000	20,560	12,000	12,479	479	4%	
Buildings	-	1,994	-	1,993	2,075	-	(2,075)	-100%	
Total Revenues	5,367,655	5,486,949	5,641,278	5,787,152	6,310,015	11,428,241	5,118,226	81%	
Expenditures									
Administration	486,997	485,539	514,791	616,435	722,102	611,570	(110,532)	-15%	
Legislative	-	-	-	-	-	67,450	67,450	n/a	
Clerk	-	-	-	-	-	289,250	289,250	n/a	
Finance	181,414	186,744	187,481	246,434	334,415	504,300	169,885	51%	
Information Technology	-	-	-	-	-	153,650	153,650	n/a	
Assessing	-	-	-	-	-	77,810	77,810	n/a	
Community Development	251,288	231,088	279,840	245,022	267,977	482,813	214,836	80%	
Economic Development	49,500	17,600	49,250	46,360	49,250	40,000	(9,250)	-19%	
Fire	426,880	410,849	500,623	493,366	482,738	545,484	62,746	13%	
Health and Human Services	-	-	-	-	-	2,977,293	2,977,293	n/a	
County/Regional Functions	-	-	-	-	-	346,883	346,883	n/a	
Streets	1,192,960	1,264,086	1,392,627	1,396,426	1,465,044	1,566,556	101,512	7%	
Stormwater	71,851	75,594	76,253	72,848	90,018	195,484	105,466	117%	
Brownell Library	751,850	706,684	778,306	743,380	871,455	964,134	92,679	11%	
Recreation	690,879	730,704	725,654	781,797	847,138	1,112,932	265,794	31%	
Buildings	253,191	279,754	281,300	313,583	285,200	390,749	105,549	37%	
Debt	202,734	202,734	199,325	199,363	195,550	402,528	206,978	106%	
Transfers and Misc.	808,110	958,835	655,828	682,620	699,128	699,356	228	0%	
Total Expenditures	5,367,654	5,550,211	5,641,278	5,837,633	6,310,015	11,428,241	5,118,226	81%	

	2022								Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	
Revenues									
010 000-Property Taxes	3,670,039	3,671,306	3,745,866	3,745,838	3,890,397	10,506,714	6,616,317	170.1%	
020 001-PILOT - Tax Agreements	6,700	6,772	6,700	6,773	6,700	17,600	10,900	162.7%	Whitcomb Solar Pilot-all City
020 022-Rents and Royalties	2,400	2,900	2,400	1	2,400	1	(2,399)	-100.0%	no longer receiving rent for parking lot
020 054-Admin Fee - Water	114,674	114,674	112,565	112,565	125,960	184,005	58,045	46.1%	
020 055-Admin Fee - WWTF	57,337	57,337	56,282	56,282	62,980	92,003	29,023	46.1%	
020 056-Admin Fee - Sanitation	114,674	114,674	112,565	112,565	125,960	184,005	58,045	46.1%	
042 001-PILOT Revenue	4,500	4,929	4,500	4,903	4,500	17,000	12,500	277.8%	per mock budget, no longer shared with Town
042 002-Railroad Taxes	-	-	-	-	-	4,700	4,700	n/a	
042 004-State Act 60 Revenue	-	-	-	-	-	3,436	3,436	n/a	43% of FY22 actual \$7,990 (per parcel)
042-005-State Act 68 Revenue	-	-	-	-	-	38,988	38,988	n/a	43% of FY22 actual \$90,669 (per parcel)
060 000-Interest Income	2,500	3,525	3,000	2,211	3,000	2,500	(500)	-16.7%	
080 001-State District Court Fines	1,000	5,178	2,000	3,769	2,000	2,000	-	0.0%	
NEW Cannabis Control	-	-	-	-	-	-	-	n/a	\$100/application 41.57% of FY22 actual \$162,537; add late homestead penalty as allowed by Statute \$2,800
085 000-Penalties	-	-	-	-	-	70,367	70,367	n/a	\$2,800
086 000-Interest	-	-	-	-	-	13,426	13,426	n/a	41.57% of FY22 actual \$32,298
ARPA Revenue	-	-	-	-	375,000	-	(375,000)	-100.0%	
098 000-Miscellaneous Revenue	2,000	7,199	2,000	1,433	2,000	1,500	(500)	-25.0%	
099 000-Use of Fund Balance/Reserves	-	-	-	-	43,461	-	(43,461)	-100.0%	
Total Revenues	3,975,824	3,988,494	4,047,878	4,046,339	4,644,358	11,138,244	6,493,886	139.8%	
Net General Fund	3,975,824	3,988,494	4,047,878	4,046,339	4,644,358	11,138,244	6,493,886	139.8%	

Parcel = 43%
 Grand List = 41.57%
 Population = 48%

	2022 PRELIMINARY								Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	
Revenues									
090.000-Transfer between Town/Village	50,000	50,000	50,000	147,004	50,000	-	(50,000)	-100.0%	
Total Revenues	50,000	50,000	50,000	147,004	50,000	-	(50,000)	-100.0%	
Expenditure									
110.000-Regular Salaries	180,929	179,659	199,124	233,984	388,554	338,567	(49,987)	-12.9%	4th FT position (Admin Asst) was assumed in mock budget and included here
120.000-Part Time Salaries	4,798	-	5,200	3,649	-	-	-	n/a	
130.000-Overtime	-	3,459	-	487	-	-	-	n/a	
150.000-Shared Employee Expense	92,133	92,133	92,687	92,687	-	-	-	n/a	
190.000-Board member payments	2,500	2,500	23,800	9,500	25,000	-	(25,000)	-100.0%	moved to legislative
210.000-Group Insurance	94,089	58,184	61,951	61,739	112,564	98,127	(14,437)	-12.8%	
220.000-Social Security	14,399	14,384	15,896	18,390	30,211	26,085	(4,126)	-13.7%	
230.000-Retirement	20,022	19,461	19,911	21,151	35,060	28,897	(6,163)	-17.6%	
290.000-Other Employee Benefits	-	-	980	-	1,350	-	(1,350)	-100.0%	
320.000-Legal Services	22,000	41,332	22,000	44,866	40,000	40,000	-	0.0%	background checks \$35/ea, CPR/first aid training \$100/person-25 emp/yr, DEI initiatives \$3,000
330.000-Professional Services	1,000	7,800	1,000	23,217	6,000	6,025	25	0.4%	GoCo \$796/mo (HR and time tracking software replaces Bamboo)
340.000-Technical Services	3,824	4,791	-	8,411	4,100	9,552	5,452	133.0%	copier lease, postage machine \$210/mo
442.000-Rental of Vehicles or Equipment	4,203	2,721	4,250	2,992	4,250	4,250	-	0.0%	
500.000-Training, Conferences, Dues	6,000	1,605	1,750	1,375	1,750	4,247	2,497	142.7%	VTHRA/SHRM membership/trainings \$1500, PRSA \$332, ICMA \$1100, VLCT Town Fair \$180, VT CMA \$85, VT CMA conferences \$300, ICMA conference \$750
505.000-Technology Subscription, Licenses	-	-	10,370	2,839	9,520	10,875	1,355	14.2%	Adobe \$250/ea + \$600, Zoom \$2,000,
530.000-Communications	22,500	25,794	21,972	25,503	23,123	3,300	(19,823)	-85.7%	Manager's cell phone \$55/mo, Front Porch Forum \$2640, VT Alerts \$0, recording secretary expense was previously recorded here-moved to Legislative
540.000-Advertising	-	-	-	5,239	500	15,075	14,575	2915.0%	job ads \$975/position, RFP's \$150 annual report \$1,260, newsletters \$3,200/ea, stationary \$1,000, resident only parking permits \$110
550.000-Printing and Binding	3,000	2,050	3,000	6,348	3,000	5,570	2,570	85.7%	account for increased staff at Lincoln
560.000-Postage	500	1,130	500	1,719	1,200	2,000	800	66.7%	previously budgeted for pay study \$2000 City Manager, HR Director,
570.000-Other Purchased Services	200	-	15,000	-	7,500	1,000	(6,500)	-86.7%	
580.000-Travel	300	-	300	53	300	6,000	5,700	1900.0%	Communications Director
610.000-General Supplies	5,000	1,052	5,000	2,031	5,000	5,000	-	0.0%	
735.000-Tech: Equip/Hardware	-	-	-	1,575	-	-	-	n/a	
755.000-Furniture and Fixtures	-	-	-	-	-	1,000	1,000	n/a	
810.000-Appropriations to committees	-	-	-	-	-	-	-	n/a	
810.113-Council Expenditures	5,500	455	5,500	442	5,500	-	(5,500)	-100.0%	move to Legislative budget
820.000-Election Expenses	1,500	24,107	2,000	32,804	15,020	-	(15,020)	-100.0%	move to Clerk budget

Costing Center

210-10-10 - Administration

845.000-Employee/Volunteer Recognition	2,600	312	2,600	4,004	2,600	6,000	3,400	130.8%	quarterly recognition, annual BBQ, annual holiday party, monthly dept recognition
900.000-Transfer between Town/Village	-	2,608	-	11,430	-	-	-	n/a	
Total Expenditure	486,997	485,539	514,791	616,435	722,102	611,570	(110,532)	-15.3%	
Net General Fund	(436,997)	(435,539)	(464,791)	(469,431)	(464,791)	(611,570)	(146,779)	31.6%	

Notes:

1. addition of FT Administrative Assistant \$84,000 (pay and benefits)
2. design for rebranding \$40,000
3. DEI initiatives \$3,000
4. communications/council/election expenditures moved to respective budgets

	2022 PRELIMINARY				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual					
Expenditure									
190 000-Board member payments	-	-	-	-	-	13,500	13,500	n/a	add BEST and community advisory board payments
220 000-Social Security	-	-	-	-	-	574	574	n/a	
320 000-Legal Services	-	-	-	-	-	-	-	n/a	recording secretary (\$22.84/hr 3% increase over FY23, 4 hrs/mtg, 32 mts/yr), Town Meeting TV \$13,230 and \$665/ea for 24 council mtgs
330 000-Professional Services	-	-	-	-	-	32,114	32,114	n/a	
500 000-Training, Conferences, Dues	-	-	-	-	-	17,563	17,563	n/a	training \$2,500, VLCT annual dues \$15,063
540 000-Advertising	-	-	-	-	-	1,200	1,200	n/a	public hearings \$150/ea for approx 8
580 000-Travel	-	-	-	-	-	500	500	n/a	meeting refreshments, strategic planning
610 000-General Supplies	-	-	-	-	-	2,000	2,000	n/a	session supplies, budget day
Total Expenditure	-	-	-	-	-	67,450	67,450	n/a	
Net General Fund	-	-	-	-	-	(67,450)	(67,450)	n/a	

Notes:

1. previously included in Admin budget
2. strategic planning facilitator \$5,000
3. training for council members \$2,500

	2022				2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual				
Revenues								
020.003-Use of Vault	-	-	-	-	-	-	-	n/a nothing for FY24, start in FY25 as there are
020.004-Recording Fees	-	-	-	-	-	86,000	86,000	n/a Town budgeted \$132,000
020.010-Printing and Duplication Services	-	-	-	-	-	5,590	5,590	n/a Town budgeted \$10,000
020.012-Sale of Maps	-	-	-	-	-	-	-	n/a Town budgeted \$40
020.013-Sales of Certified Copy	-	-	-	-	-	7,200	7,200	n/a Town budeted \$7,500
020.014-Sale of Checklists	-	-	-	-	-	-	-	n/a
020.023-Records Preservation	-	-	-	-	-	-	-	n/a
030.001-Liquor Licenses	-	-	-	-	-	2,875	2,875	n/a Town budgeted \$3,150
030.002-Hunting and Fishing	-	-	-	-	-	-	-	n/a Town budgeted \$50
030.003-Marriage Licenses	-	-	-	-	-	624	624	n/a Town budgeted \$800
030.004-Animal Licenses	-	-	-	-	-	2,500	2,500	n/a Town budgeted \$3,150
030.005-Green Mountain Passport	-	-	-	-	-	120	120	n/a Town budgeted \$200
030.006-DMV Registrations	-	-	-	-	-	99	99	n/a Town budgeted \$175
Total Revenues	-	-	-	-	-	105,008	105,008	n/a
Expenditure								
110.000-Regular Salaries	-	-	-	-	-	162,764	162,764	n/a
120.000-Part Time Salaries	-	-	-	-	-	2,785	2,785	n/a
130.000-Overtime	-	-	-	-	-	434	434	n/a
210.000-Group Insurance	-	-	-	-	-	51,149	51,149	n/a
220.000-Social Security	-	-	-	-	-	12,790	12,790	n/a
230.000-Retirement	-	-	-	-	-	15,627	15,627	n/a
290.000-Other Employee Benefits	-	-	-	-	-	-	-	n/a
430.000-R&M Vehicles and Equipment	-	-	-	-	-	50	50	n/a office equipment repair
442.000-Rental of Vehicles or Equipment	-	-	-	-	-	2,664	2,664	n/a copier, shredding \$22/mo
500.000-Training, Conferences, Dues	-	-	-	-	-	3,000	3,000	n/a VMCTA, NEACTC, IIMC, NEMCI
505.000-Technology Subscriptions, Licenses	-	-	-	-	-	15,000	15,000	n/a Kofile
550.000-Printing and Binding	-	-	-	-	-	1,000	1,000	n/a binding grand list, bind annual reports
570.023-Records Preservation	-	-	-	-	-	-	-	n/a
580.000-Travel	-	-	-	-	-	1,738	1,738	n/a see training above
								books for recording 1/month \$300/mo, cash receipt printer \$200, wands \$100, engraved paper for certified copies 1000/yr \$350, dog tags \$500, marriage book (annual) \$500
610.000-General Supplies	-	-	-	-	-	5,250	5,250	n/a
820.000-Election Expenses	-	-	-	-	-	15,000	15,000	n/a school share is coded here, but revenue is
900.000-Transfer between Town/Village	-	-	-	-	-	-	-	n/a
Total Expenditure	-	-	-	-	-	289,250	289,250	n/a
<i>Net General Fund</i>	-	-	-	-	-	<i>(184,242)</i>	<i>(184,242)</i>	<i>n/a</i>

Notes:

1. previously under Town budget except for City share of election expenses

Expenditure	2022 PRELIMINARY								
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
110.000-Regular Salaries	56,246	61,307	59,668	103,426	147,910	225,124	77,214	52.2%	
130.000-Overtime	2,750	1,318	-	413	2,667	-	(2,667)	-100.0%	
190.000-Board Member Payments	-	-	-	-	-	750	750	n/a	capital committee \$50/mtg-3 mtgs/yr
210.000-Group Insurance	6,365	6,205	5,699	9,369	30,146	53,585	23,439	77.8%	
220.000-Social Security	4,513	5,166	4,901	5,581	11,921	17,730	5,809	48.7%	
230.000-Retirement	5,625	5,682	5,967	8,781	14,791	20,688	5,897	39.9%	
250.000-Unemployment Insurance	1,520	1,771	1,720	3,827	3,300	3,209	(91)	-2.8%	VLCT bill for CY23
260.000-Workers Comp insurance	16,500	15,310	18,500	15,060	18,500	21,182	2,682	14.5%	significant increase in Rec
290.000-Other Employee Benefits	-	-	350	-	700	-	(700)	-100.0%	
330.000-Professional Services	-	-	-	-	5,000	15,250	10,250	205.0%	bank fees \$750, NEMRC assistance with tax bills \$1,000, custom programming \$5,000, NEMRC annual fee for Questica automation (\$100), NEMRC support agreement \$5,425, NEMRC disaster recovery (\$1,085), Hamlin for capital planning work \$270/mtg (4 staff mts + 3 comm mtgs)
335.000-Audit	7,500	7,681	7,500	9,511	9,500	12,612	3,112	32.8%	annual financial audit \$21,500 and single audit \$3,000 (portion of annual audit allocated to enterprise funds)
442.000-Rental of Vehicles or Equipment	-	-	-	-	-	2,000	2,000	n/a	use admin copier
500.000-Training, Conferences, Dues	250	478	250	250	500	1,500	1,000	200.0%	GFOA, VTGFOA, VLCT, NEMRC, VT WLG
505.000-Technology Subscription, Licenses	-	-	6,901	5,920	12,500	28,640	16,140	129.1%	NEMRC \$10/user/month, Questica, Kofax,
520.000-Insurance	75,000	76,088	75,725	79,291	76,680	93,600	16,920	22.1%	significant increase in Rec
550.000-Printing and Binding	-	-	-	-	-	2,780	2,780	n/a	tax bills \$1,700, AP checks \$1,000, window envelopes \$80
560.000-Postage	-	-	-	-	-	3,400	3,400	n/a	mailing of tax bills \$1,800, AP \$1,600
570.000-Other Purchased Services	4,895	5,288	-	1,989	-	-	-	n/a	
580.000-Travel	100	-	100	-	100	1,100	1,000	1000.0%	NESGFOA, VTGFOA
610.000-General Supplies	150	453	200	932	200	1,150	950	475.0%	3 staff, property tax due signs
735.000-Tech: Equip/Hardware	-	-	-	2,083	-	-	-	n/a	will be included under IT budget
Total Expenditure	181,414	186,744	187,481	246,434	334,415	504,300	169,885	50.8%	
Net General Fund	(181,414)	(186,744)	(187,481)	(246,434)	(334,415)	(504,300)	(169,885)	50.8%	

Notes:

1. 3-FT staff as approved by Council (Finance Director-hired FY22, Accountant I-existing, Accountant II-hired FY23)
2. NEMRC, Kofax, Questica previously shared with Town, now paying full amount (professional services and technology subscriptions)
3. property/casualty increase due to revaluations of recreation buildings/structures

	2022 PRELIMINARY					2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget				
Revenues									
Contribution from WWTF	-	-	-	-	-	14,000	14,000	n/a	estimate from mock budget
Total Revenues	-	-	-	-	-	14,000	14,000	n/a	
Expenditure									
330.000-Professional Services	-	-	-	-	-	100,000	100,000	n/a	managed service contract
432.000-R&M Technology	-	-	-	-	-	5,000	5,000	n/a	
500.000-Training, Conferences, Dues	-	-	-	-	-	-	-	n/a	
505.000-Technology Subscription, Licenses	-	-	-	-	-	25,000	25,000	n/a	Microsoft 365, G-Suites, Password Keeper, Adobe computer/equipment replacements, see
735.000-Technology: Hardware, Software, Equipment	-	-	-	-	-	23,650	23,650	n/a	schedule from Rob
920.000-Transfer between funds (capital)	-	-	-	-	-	-	-	n/a	
Total Expenditure	-	-	-	-	-	153,650	153,650	n/a	
<i>Net General Fund</i>	-	-	-	-	-	<i>(139,650)</i>	<i>(139,650)</i>	<i>n/a</i>	

Notes:

1. previously included in Town budget, rough estimates for all expenditures
2. technology based on replacement schedule provided by Town IT

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual					
Expenditure									
330.000-Professional Services	-	-	-	-	-	-	-	-	n/a
430.000-R&M Vehicles and Equipment	-	-	-	-	-	-	-	-	n/a
500.000-Training, Conferences, Dues	-	-	-	-	-	-	-	-	n/a
505.000-Technology Subscription, Licenses	-	-	-	-	-	-	-	-	n/a do we need to include costs for CAMA, etc?
540.000-Advertising	-	-	-	-	-	-	-	-	n/a
580.000-Travel	-	-	-	-	-	-	-	-	n/a
610.000-General Supplies	-	-	-	-	-	-	-	-	n/a
755.000-Furniture and Fixtures	-	-	-	-	-	-	-	-	n/a
900.000-Transfer between Town/City	-	-	-	-	-	77,810	77,810	-	n/a provided by Town
920.000-Transfer between funds (capital)	-	-	-	-	-	-	-	-	n/a
Total Expenditure	-	-	-	-	-	77,810	77,810	-	n/a
<i>Net General Fund</i>	-	-	-	-	-	<i>(77,810)</i>	<i>(77,810)</i>	-	<i>n/a</i>

Notes:

1. following up with State/NEMRC/Town Assessor on upcoming changes to grand list software to see if anything needs to be included for City only expenditures in this budget

	2022 PRELIMINARY								Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	
Revenues									
030.008-License and Zoning Fees	25,000	27,735	28,000	38,332	39,000	39,000	-	0.0%	adjust fee schedule, but keep budget level as fees are meant to cover costs and no way to project what new fees will bring in
Total Revenues	25,000	27,735	28,000	38,332	39,000	39,000	-	0.0%	
Expenditure									
110.000-Regular Salaries	157,800	162,549	165,243	170,618	169,546	256,708	87,162	51.4%	add FT Code Enforcement Officer and FT Planner
130.000-Overtime	-	109	-	135	-	-	-	n/a	
190.000-Board member payments	3,600	3,600	6,000	6,000	7,200	15,600	8,400	116.7%	PC, DRB, Bike/Walk, Housing Commission
210.000-Group Insurance	24,636	19,447	24,260	21,166	24,518	89,186	64,668	263.8%	
220.000-Social Security	12,072	12,920	13,153	13,687	13,758	20,281	6,523	47.4%	
230.000-Retirement	15,780	15,889	16,524	17,056	16,955	23,328	6,373	37.6%	
290.000-Other Employee Benefits	-	-	700	-	700	-	(700)	-100.0%	
320.000-Legal Services	6,000	546	6,000	3,361	6,000	6,000	-	0.0%	
330.000-Professional Services	12,000	3,220	27,000	7,877	7,000	40,760	33,760	482.3%	Potential GIS services \$10,000, match for TOD project \$10,000 (Pt 1 in FY24), Town Meeting TV \$665/mtg for 12 DRB mtgs + 12 PC mtgs, add funds for recording secretaries for PC and DRB: \$200/mtg
340.000-Technical Services	-	-	-	-	-	-	-	n/a	
500.000-Training, Conferences, Dues	4,000	1,354	3,000	421	3,000	4,700	1,700	56.7%	APA/AICP, National & Regional APA conference & a few local, \$300/committee, \$500 for VLCT in person committee training
505.000-Technology Subscription, Licenses	-	-	-	-	-	360	360	n/a	Adobe \$15/mo/person
530.000-Communications	600	1,301	1,260	1,528	1,300	5,660	4,360	335.4%	cell phone for director advertising for PC and DRB hearings; approx. \$60 @ 15 DRB hearings; and \$150 @ 3 PC hearings.
540.000-Advertising	-	-	-	213	-	1,350	1,350	n/a	
550.000-Printing and Binding	2,500	224	3,000	280	3,000	1,000	(2,000)	-66.7%	permits abutter notices; approx. 30 notices at 15 hearings
560.000-Postage	700	-	100	-	100	280	180	180.0%	
580.000-Travel	2,600	2,440	2,600	2,501	3,900	6,600	2,700	69.2%	Conference travel: \$2,000 National APA conference, other local events & regional meetings, vehicle stipends \$100/mo/emp
610.000-General Supplies	2,000	264	1,000	180	1,000	1,000	-	0.0%	
750.000-Machinery and Equipment	-	-	-	-	-	-	-	n/a	
810.111-Bike/Walk Committee	7,000	7,225	10,000	-	10,000	10,000	-	0.0%	
Total Expenditure	251,288	231,088	279,840	245,022	267,977	482,813	214,836	80.2%	
Net General Fund	(226,288)	(203,353)	(251,840)	(206,690)	(228,977)	(443,813)	(214,836)	93.8%	

Notes:

1. Addition of FT Code Enforcement Officer and FT Planner \$177,639 (pay and benefits) - Health Officer duties will be covered by these positions

				2022						
				PRELIMINARY						
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes	
2. GIS services previously provided by Town staff	\$10,000									
3. match for Transit Oriented Development project	\$10,000									
4. Town Meeting TV for DRB and Planning Commission meetings	\$15,960									

				2022		2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual	2023 Budget				
Revenues									
050.000-Event Donations	500	-	-	12,000	-	4,000	4,000	n/a	add funds for Junction Jam, do we keep Block Party?
Total Revenues	500	-	-	12,000	-	4,000	4,000	n/a	
Expenditure									
800.000-Appropriations to other agencies	9,500	7,422	9,250	7,988	9,250	-	(9,250)	-100.0%	moved to County/Regional for
800.110-Economic Development Committee	-	-	-	-	-	-	-	n/a	mock budget zero'd this out and City has no
831.000-Special or New Programs	2,500	6,229	2,500	16,939	2,500	5,000	2,500	100.0%	Out & About in fall of FY22
850.000-Community Events and Celebrations	17,500	3,291	17,500	21,434	17,500	15,000	(2,500)	-14.3%	Junction Jam in spring of FY22, Our Village if needed, unused funds to be assigned fund balance at year end for train station grant
899.000-Matching Grant Funds	20,000	658	20,000	-	20,000	20,000	-	0.0%	match in future years
Total Expenditure	49,500	17,600	49,250	46,360	49,250	40,000	(9,250)	-18.8%	
Net General Fund	(49,000)	(17,600)	(49,250)	(34,360)	(49,250)	(36,000)	13,250	-26.9%	

Notes:

1. planning on Junction Jam as primary event for Economic Development, other events will be covered by EJRP
2. CCRPC/GBIC/Lake Champlain Chamber expenditures moved to County/Regional

	2022							\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	PRELIMINARY			
Revenues										
098.000-Miscellaneous Revenue	20	50	20	10	20	10	(10)	-50.0%		
Total Revenues	20	50	20	10	20	10	(10)	-50.0%		
Expenditure										
120.000-Part Time Salaries	186,000	165,592	194,250	197,052	212,256	216,000	3,744	1.8%		
210.000-Group Insurance	3,600	3,506	3,600	2,883	3,600	3,600	-	0.0%	accident insurance-fire has their own policy	
220.000-Social Security	14,436	12,630	14,859	15,061	17,768	16,524	(1,244)	-7.0%		
260.000-Workers Comp insurance	30,050	17,878	26,000	17,547	20,000	20,000	-	0.0%		
290.000-Other Employee Benefits	864	984	864	864	2,064	1,000	(1,064)	-51.6%	Invest EAP	
330.000-Professional Services	9,500	4,772	9,000	3,960	7,000	7,000	-	0.0%		
430.000-R&M Vehicles and Equipment	32,250	16,222	32,250	26,392	32,250	26,000	(6,250)	-19.4%		
431.000-R&M Buildings and Grounds	15,480	15,808	15,000	13,241	-	-	-	n/a		
500.000-Training, Conferences, Dues	4,000	3,302	4,000	2,375	4,000	5,500	1,500	37.5%	increased offerings, use of Pittsford facility add funds for ESO subscription (incidents, personnel, training)	
505.000-Technology Subscription, licenses	-	-	-	5,125	4,000	7,000	3,000	75.0%		
530.000-Communications	2,600	2,062	2,600	4,224	2,600	2,600	-	0.0%		
570.000-Other Purchased Services	-	-	-	-	11,000	11,000	-	0.0%		
610.000-General Supplies	1,000	2,825	1,000	4,065	2,000	4,000	2,000	100.0%	upgrade, maintain portables, pagers & mobile radios (annual request)	
611.000-Small Tools and Equipment	1,500	282	1,500	820	1,500	45,000	43,500	2900.0%	turnout gear, helmets and uniforms	
612.000-Uniforms	25,000	27,762	26,000	30,527	27,000	30,000	3,000	11.1%	fire prevention and EMS supplies	
613.000-Program Supplies	3,100	6,193	3,600	3,569	4,500	6,000	1,500	33.3%	move from building fund, this is fuel for trucks and gas for equipment	
626.000-Gasoline	-	-	-	-	-	6,000	6,000	n/a		
750.000-Machinery and Equipment	97,500	131,031	57,500	57,063	18,000	20,000	2,000	11.1%	hand tools, saws, computers/iPads	
920.000-Transfer between funds (capital)	-	-	108,600	108,600	113,200	118,260	5,060	4.5%	rolling stock	
Total Expenditure	426,880	410,849	500,623	493,366	482,738	545,484	62,746	13.0%		
Net General Fund	(426,860)	(410,799)	(500,603)	(493,356)	(482,718)	(545,474)	(62,756)	13.0%		

Notes:

1. Technology subscription increase to account for new ESO subscription which replaces a sunsetted system to track and report calls
2. Small tools and equipment increase to account for scheduled replacements of portable radios

Expenditure			2022		2023		2024		\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	2023 Budget	2024 Budget			
120.000-Part Time Salaries	-	-	-	-	-	-	-	-	-	n/a	mock budget included \$8,500 for health officer, these duties will be covered by new Community Development staff
220 000-Social Security	-	-	-	-	-	-	-	-	-	n/a	
330 000-Professional Services	-	-	-	-	-	-	-	-	-	n/a	
500 000-Training, Conferences, Dues	-	-	-	-	-	-	2,000	2,000	2,000	n/a	specialized training for health officer
530.000-Communications	-	-	-	-	-	-	1,560	1,560	1,560	n/a	difference between previous Town budgets
800.100-Human Service Grants	-	-	-	-	-	-	-	-	-	n/a	Town does 1%=\$154,542 for FY24
800.106-Essex Rescue	-	-	-	-	-	-	190,620	190,620	190,620	n/a	
800.107-Essex Jct. Cemetery Association	-	-	-	-	-	-	20,000	20,000	20,000	n/a	per request from association
800.10X-Essex Police Dept.	-	-	-	-	-	-	2,763,113	2,763,113	2,763,113	n/a	contract with Town for police services
Total Expenditure	-	-	-	-	-	-	2,977,293	2,977,293	2,977,293	n/a	
<i>Net General Fund</i>	-	-	-	-	-	-	<i>(2,977,293)</i>	<i>(2,977,293)</i>	<i>(2,977,293)</i>	<i>n/a</i>	

Notes:

1. Health Officer duties will be covered by new Community Development staff
2. significant increase for Essex Rescue
3. Essex Junction Cemetery Association request of \$20,000
4. addition of Essex Police Dept for City share of Town budget

	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY		2023 Budget	2024 Budget	\$ Change	% Change	Notes
				Actual						
Expenditure										
800.101-Chittenden County Regional Planning Commission	-	-	-	-	-	-	13,225	13,225		n/a
800.102-Green Mountain Transit	-	-	-	-	-	-	244,355	244,355		n/a estimate from GMT 11/18/22
800.103-County Tax	-	-	-	-	-	-	54,553	54,553		n/a 41% of FY24 total \$133,055
800.104-Chamber of Commerce	-	-	-	-	-	-	950	950		n/a based on number of FTE's
800.105-GBIC	-	-	-	-	-	-	3,500	3,500		n/a add, currently covered by Town (ask was
800.109-Winooski Valley Park District	-	-	-	-	-	-	30,300	30,300		n/a request from WVPD
Total Expenditure	-	-	-	-	-	-	346,883	346,883		n/a
<i>Net General Fund</i>	-	-	-	-	-	-	<i>(346,883)</i>	<i>(346,883)</i>		<i>n/a</i>

Notes:

1. CCRPC/GBIC/Lake Champlain Chamber previously included in Economic Development budget
2. GMT and Winooski Valley Park District as approved by voters November, 2022 (memberships were previously included in the Town budget)

	2022								Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	
Revenues									
042.006-State Aid to Highways	-	-	-	-	-	130,000	130,000		n/a
090.000-Transfer between Town/Village	1,192,960	1,191,960	1,392,627	1,392,627	1,465,044	-	(1,465,044)		-100.0%
098.000-Miscellaneous Revenue	4,000	4,577	4,000	3,366	4,000	3,500	(500)		-12.5%
Total Revenues	1,196,960	1,196,537	1,396,627	1,395,993	1,469,044	133,500	(1,335,544)		-90.9%
Expenditure									
110.000-Regular Salaries	190,202	189,749	196,303	179,751	218,436	232,292	13,856		6.3%
120.000-Part Time Salaries	27,388	8,727	29,614	9,903	14,363	21,973	7,610		53.0%
130.000-Overtime	18,300	12,563	17,418	12,502	18,198	26,974	8,776		48.2%
190.000-Board Member Payments	-	-	-	-	-	3,000	3,000		n/a Tree Advisory 12 mtgs/yr
210.000-Group Insurance	78,989	79,651	87,740	70,524	96,660	121,401	24,741		25.6%
220.000-Social Security	18,046	16,207	18,705	15,424	19,293	21,962	2,669		13.8%
230.000-Retirement	19,020	18,691	19,632	17,718	21,604	22,855	1,251		5.8%
250.000-Unemployment Insurance	300	435	375	645	500	250	(250)		-50.0% VLCT bill for CY23
260.000-Workers Comp insurance	20,275	10,094	18,350	9,035	11,146	12,600	1,454		13.0% estimate 3% increase over 2022 actual
290.000-Other Employee Benefits	-	-	1,190	-	1,190	-	(1,190)		-100.0%
									Hamlin, stormwater previously billed here-
330.000-Professional Services	16,000	18,885	17,000	24,991	17,000	18,000	1,000		5.9% will be billed to stormwater budget directly
410.000-Water and Sewer Charges	2,500	2,389	2,500	3,216	2,500	3,500	1,000		40.0%
422.000-Snow Removal	20,000	6,894	20,000	20,943	15,000	21,000	6,000		40.0% Weston
425.000-Trash Removal	9,000	8,636	9,000	8,794	9,000	9,100	100		1.1%
430.000-R&M Vehicles and Equipment	28,000	50,358	32,000	96,744	36,000	38,000	2,000		5.6%
431.000-R&M Buildings and Grounds	10,000	7,914	10,000	5,794	10,000	10,000	-		0.0%
441.000-Rental of Land or Buildings	12,890	14,499	13,000	9,592	13,000	13,000	-		0.0%
442.000-Rental of Vehicles or Equipment	3,000	2,973	3,000	2,524	3,000	3,000	-		0.0%
451.000-Summer Construction Services	255,800	304,457	270,000	238,200	280,000	300,000	20,000		7.1% paving, need paving plan
500.000-Training, Conferences, Dues	500	1,500	1,000	1,048	1,000	2,000	1,000		100.0%
520.000-Insurance	13,750	14,137	14,000	15,376	14,650	17,800	3,150		21.5% estimate 3% increase over 2022 actual
521.000-Insurance Deductibles	1,000	300	1,000	2,000	1,000	1,000	-		0.0%
530.000-Communications	3,800	3,028	4,000	4,541	4,000	4,500	500		12.5% cell phones, iPads
540.000-Advertising	500	365	500	195	500	-	(500)		-100.0% job ads, move to Admin
571.000-Streetscape Maintenance	11,500	19,915	18,500	26,096	18,500	20,000	1,500		8.1%
572.000-Traffic Control	16,000	33,188	17,000	13,610	33,000	33,000	-		0.0%
573.000-Sidewalk and Curb Maintenance	5,500	11,299	6,000	1,298	6,000	6,000	-		0.0%
575.000-Storm Sewer Maintenance	15,000	20,512	20,000	13,433	25,000	-	(25,000)		-100.0% move to stormwater

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual					
600.000-Salt, Sand and Gravel	125,000	128,892	135,000	166,944	135,000	145,000	10,000	7.4%	salt increase around \$10/ton
605.000-Summer Construction Supplies	24,000	44,168	24,000	27,007	45,000	45,000	-	0.0%	
610.000-General Supplies	26,000	25,868	30,000	43,974	30,000	35,000	5,000	16.7%	
NEW-Safety Supplies	-	-	-	-	-	3,000	3,000	n/a	reflective vests, hard hats, safety glasses, gloves
610.200-Streetlight Supplies	12,000	20,852	12,000	6,771	15,000	15,000	-	0.0%	
612.000-Uniforms	6,500	5,364	6,500	6,585	6,500	3,510	(2,990)	-46.0%	
621.000-Natural Gas/Heating	4,000	2,986	4,000	3,928	4,104	4,200	96	2.3%	
622.000-Electricity	4,200	3,281	4,200	14,968	4,200	4,200	-	0.0%	
622.200-Streetlight Electricity	132,000	132,437	134,000	137,928	134,000	138,000	4,000	3.0%	
626.000-Gasoline/Fuel	38,000	23,777	38,000	39,999	38,000	42,000	4,000	10.5%	
750.000-Machinery and Equipment	14,000	9,971	7,000	-	7,000	7,000	-	0.0%	
810.112-Tree Advisory Committee	10,000	9,124	10,000	4,327	10,000	10,000	-	0.0%	
920.000-Transfer between funds (capital)	-	-	140,100	140,100	145,700	151,440	5,740	3.9%	rolling stock
Total Expenditure	1,192,960	1,264,086	1,392,627	1,396,426	1,465,044	1,566,556	101,512	6.9%	
Net General Fund	4,000	(67,549)	4,000	(433)	4,000	(1,433,056)	(1,437,056)	-35926.4%	

Notes:

1. increase paving by \$20,000
2. add funds for replacement of streetlight banners and City entrance signs \$14,375
3. moved storm sewer maintenance to new stormwater department budget
4. salt price has increased \$10/ton
5. add line for safety supplies separate from general supplies and uniforms \$3,000
6. general increase in electricity and fuel costs
7. planned increase in rolling stock transfer of 10%

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual					
Revenues									
090 000-Transfer between Town/Village	71,851	71,851	76,253	76,553	78,018	-	(78,018)	-100.0%	no agreements with Town after FY23
Total Revenues	71,851	71,851	76,253	76,553	78,018	-	(78,018)	-100.0%	
Expenditure									
110 000-Regular Salaries	47,232	48,938	48,979	54,383	51,159	30,247	(20,912)	-40.9%	
120 000-Part Time Salaries	-	-	-	-	-	17,760	17,760	n/a	
210 000-Group Insurance	12,815	15,696	15,144	8,948	15,319	8,302	(7,017)	-45.8%	
220 000-Social Security	3,613	3,952	3,761	2,594	3,929	3,679	(250)	-6.4%	
230 000-Retirement	4,723	4,758	4,898	4,848	5,116	2,571	(2,545)	-49.7%	
250 000-Unemployment Insurance	30	40	35	61	35	25	(10)	-28.6%	VLCT bill for CY23
260 000-Workers Comp insurance	3,438	2,210	3,250	2,015	2,274	2,200	(74)	-3.3%	estimate 3% increase over 2022 actual
290 000-Other Employee Benefits	-	-	186	-	186	-	(186)	-100.0%	
330 000-Professional Services	-	-	-	-	-	20,000	20,000	n/a	add funds for engineering (currently billed to streets) used for small projects not associated with grants including rental of special equip/materials or outside contractors to meet permit requirements, dry well project,
451 000-Summer Construction Services	-	-	-	-	-	16,000	16,000	n/a	drainage issues to outlets
500 000-Training, Conferences, Dues	-	-	-	-	-	2,000	2,000	n/a	Stormwater training opportunities
510 000-Permit/License/Registration	-	-	-	-	-	19,000	19,000	n/a	City MS4 fee of \$6466, split the Indian Brook monitoring in half (\$4900), \$7,000 dues for MM1 and MM2 compliance CCRPC dog waste bags \$3,000, storm drain markers
570 000-Other Purchased Services	-	-	-	-	-	5,000	5,000	n/a	\$2,000
575 000-Storm Sewer Maintenance	-	-	-	-	-	25,000	25,000	n/a	moved from Streets
580 000-Travel	-	-	-	-	-	2,500	2,500	n/a	Summer interns vehicle costs for inspections \$1,000); storm water conferences and training events for staff \$1,500 Adopt-a-Drain program for the City \$780 annual fee, 25 people-welcome packet
830 000-Regular Programs	-	-	-	-	-	1,200	1,200	n/a	printing
899 000-Matching Grant Funds	-	-	-	-	12,000	40,000	28,000	233.3%	UPWP (TV stormwater drains for problems),
Total Expenditure	71,851	75,594	76,253	72,848	90,018	195,484	105,466	117.2%	
Net General Fund	-	(3,743)	-	3,705	(12,000)	(195,484)	-	0.0%	

Notes:

1. this budget was previously funded by Town dollars, we will be researching options to provide a funding mechanism in future years
2. this budget previously only included salaries/benefits for portion of 1-FT employee and matching grant funds
3. added PT salaries for summer interns previously paid by Town
4. added new expenditure lines to account for MS4 permit requirements
5. moved storm sewer maintenance expenditures from Streets budget \$25,000
6. increase grant match funds for UPWP and Better Roads grant opportunities

Costing Center

210-35-10 - Brownell Library

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual					
Revenues									
050.000-Donation Revenue	-	-	-	-	-	-	-	-	n/a
090.000-Transfer between Town/Village	15,000	15,000	15,000	15,000	15,000	-	(15,000)	-100.0%	
098.000-Miscellaneous Revenue	500	-	500	446	500	500	-	0.0%	
Total Revenues	15,500	15,000	15,500	15,446	15,500	500	(15,000)	-96.8%	
Expenditure									
110.000-Regular Salaries	328,850	335,921	335,587	343,409	395,708	463,761	68,053	17.2%	includes shift differential increase 10 hrs/wk to have 4 staff on each shift
120.000-Part Time Salaries	108,415	85,454	113,490	103,944	108,328	125,170	16,842	15.5%	
210.000-Group Insurance	134,104	118,598	134,722	111,778	160,273	138,896	(21,377)	-13.3%	
220.000-Social Security	33,451	32,178	34,622	34,314	38,720	45,552	6,832	17.6%	
230.000-Retirement	32,580	32,632	33,385	36,243	38,526	48,256	9,730	25.3%	
290.000-Other Employee Benefits	-	-	2,100	-	2,100	-	(2,100)	-100.0%	\$2,000 is moving to Technology
340.000-Technical Services	4,000	1,232	4,000	1,079	4,000	2,000	(2,000)	-50.0%	Subscriptions due to 2021 changes in how expenses are defined.
442.000-Rental of Vehicles or Equipment	1,500	2,484	1,900	2,604	2,500	3,000	500	20.0%	Budget changed to reflect actual expense of 2 staff to NELA conference, travel to meetings (includes travel as there is no separate travel line in budget)
500.000-Training, Conferences, Dues	4,000	2,007	4,000	1,960	4,000	5,500	1,500	37.5%	
505.000-Technology Subscription, Licenses	7,700	7,744	10,000	7,825	10,500	12,500	2,000	19.0%	\$2,000 is moving to Technology
530.000-Communications	-	-	-	-	600	2,640	2,040	340.0%	cell phone stipend, increase for 3 additional
540.000-Advertising	700	-	700	-	700	700	-	0.0%	
560.000-Postage	2,500	2,265	2,500	1,466	3,000	3,000	-	0.0%	
610.000-General Supplies	13,500	7,394	13,500	12,965	13,500	14,000	500	3.7%	book processing, regular office supplies Adult Collections increased to pay for high demand digital materials (adult budget is normally 2x juvenile budget)
640.201-Adult Collection	41,500	38,486	44,000	44,053	47,200	50,000	2,800	5.9%	Juvenile Collections increased to pay for high demand digital materials.
640.202-Juvenile Collection	20,750	19,619	22,000	21,662	22,500	25,000	2,500	11.1%	
651.000-Technology Supplies	-	-	-	-	-	-	-	n/a	
730.000-Buildings and Improvements	-	-	-	-	-	-	-	n/a	
735.000-Technology: Hardware, Software, Equipment	8,000	6,889	8,000	7,464	8,000	8,660	660	8.3%	public computers/devices outside of IT
750.000-Machinery and Equipment	4,000	8,200	7,500	6,258	5,000	8,000	3,000	60.0%	furniture, book drop, wipeable surfaces
755.000-Furniture and Fixtures	-	-	-	-	-	-	-	n/a	
840.201-Adult Programs	1,000	863	1,000	995	1,000	1,500	500	50.0%	Adult Programs are expanding with new FT position and art openings and etc.
840.202-Childrens Programs	4,500	4,306	4,500	4,561	4,500	4,500	-	0.0%	
845.000-Employee/Volunteer Recognition	800	412	800	800	800	1,500	700	87.5%	staff lunches, volunteer appreciation (small
Total Expenditure	751,850	706,684	778,306	743,380	871,455	964,134	92,679	10.6%	
Net General Fund	(736,350)	(691,684)	(762,806)	(727,934)	(855,955)	(963,634)	(107,679)	12.6%	

Notes:

1. removed funding from Town due to separation \$15,000
2. increase in PT staffing by 10 hrs/wk to have 4 staff on each shift
3. increase in adult and juvenile collections for high demand digital materials

Costing Center

210-35-10 - Brownell Library

2022
PRELIMINARY

	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
4. increase furniture to replace existing furniture with wipable surface pieces									

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual					
Revenues									
020 000-Charges for Services	20,000	10,897	15,000	14,060	12,000	12,479	479	4.0%	2 year average
090 000-Transfer between Town/Village	12,000	12,000	12,000	5,000	-	-	-	-	n/a
091 000-Transfer between funds	-	-	-	1,500	-	-	-	-	
Total Revenues	32,000	22,897	27,000	20,560	12,000	12,479	479	4.0%	
Expenditure									
110 000-Regular Salaries	244,792	242,649	264,146	302,076	343,451	395,062	51,611	15.0%	
120 000-Part Time Salaries	-	13,126	-	3,647	-	-	-	-	n/a
210 000-Group Insurance	125,468	114,560	118,163	117,797	151,475	162,427	10,952	7.2%	
220 000-Social Security	18,727	19,673	20,308	23,819	26,409	30,453	4,044	15.3%	
230 000-Retirement	27,182	26,830	26,415	26,285	33,508	33,729	221	0.7%	
290 000-Other Employee Benefits	-	-	1,312	-	1,750	-	(1,750)	-100.0%	
330 000-Professional Services	21,742	12,799	18,622	18,116	5,820	1,764	(4,056)	-69.7%	Some IT & finance costs being consolidated to those budget areas (GoCo HR and time tracking)
500 000-Training, Conferences, Dues	8,453	2,348	8,147	3,355	6,098	6,068	(30)	-0.5%	Organizational memberships (i.e. NRPA, VRPA) & tuition reimbursement benefit
505 000-Technology Subscription, Licenses	6,000	27,130	4,440	13,536	4,440	10,825	6,385	143.8%	Recreation software, was in communications
530 000-Communications	9,831	5,628	9,831	7,924	9,485	1,980	(7,505)	-79.1%	Cell phone stipends
540 000-Advertising	-	-	3,000	-	3,000	3,000	-	0.0%	Advertising open positions
550 000-Printing and Binding	3,000	5,349	-	2,331	-	-	-	-	n/a
561 000-Credit Card Processing Fees	-	380	-	235	-	-	-	-	n/a
610 000-General Supplies	5,000	15,020	5,000	9,030	5,000	7,200	2,200	44.0%	
735 000-Technology: Hardware, Software, Equipment	-	-	6,000	-	6,000	-	(6,000)	-100.0%	included in IT budget
832 000-Scholarships	4,000	4,000	4,000	4,000	4,000	4,000	-	0.0%	
850 000-Community Events & Celebrations	-	-	-	-	-	17,500	17,500	n/a	\$7,500 Memorial Day Parade previously in Town budget; \$10,000 for 7/4 Celebration (total expense is around \$30K from program fund)
Total Expenditure	474,195	489,494	489,384	532,152	600,436	674,007	73,571	12.3%	
Net General Fund	(442,195)	(466,597)	(462,384)	(511,591)	(588,436)	(661,528)	(73,092)	12.4%	

Notes:

1. regular salary increase for staff hired in FY22 to fill vacancy, same number of FTE's as in prior year
2. technology moved to IT budget based on replacement schedule provided by Town IT
3. add Memorial Day Parade which was previously in Town budget \$7,500
4. add contribution to July 4th celebration previously covered 100% by program funds \$10,000

Expenditure	2022 PRELIMINARY								Notes
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	
110.000-Regular Salaries	105,360	111,666	109,856	115,583	116,177	139,627	23,450	20.2%	add Buildings Coordinator role
120.000-Part Time Salaries	22,798	27,308	25,240	29,283	25,240	46,574	21,334	84.5%	rate increase and increased hours to support EJRP when Buildings Coordinator working for City and to support City buildings
130.000-Overtime	-	14	-	2,761	-	-	-	n/a	
210.000-Group Insurance	27,076	25,976	35,851	28,719	36,266	38,170	1,904	5.3%	
220.000-Social Security	9,804	10,739	10,389	12,109	10,871	14,337	3,466	31.9%	
230.000-Retirement	10,536	10,570	10,985	11,423	11,618	14,033	2,415	20.8%	
290.000-Other Employee Benefits	-	-	700	-	700	-	(700)	-100.0%	
330.000-Professional Services	6,100	11,046	5,300	14,099	6,000	12,573	6,573	109.6%	2 year average
431.000-R&M Buildings and Grounds	11,739	3,493	12,559	5,570	12,559	4,532	(8,027)	-63.9%	2 year average
441.000-Rental of Land or Buildings	500	550	500	500	500	500	-	0.0%	GlobalFoundries lease
442.000-Rental of Vehicles or Equipment	1,980	5,694	2,160	3,791	2,178	4,743	2,565	117.8%	2 year average
500.000-Training, Conferences, Dues	4,302	607	4,098	1,837	4,098	3,902	(196)	-4.8%	
530.000-Communications	-	-	-	-	-	1,320	1,320	n/a	Cell phone stipends
610.000-General Supplies	16,489	33,547	18,632	23,970	20,495	28,759	8,264	40.3%	2 year average
626.000-Gasoline	-	-	-	-	-	1,500	1,500	n/a	moved from building-MSP budget
Total Expenditure	216,684	241,210	236,270	249,645	246,702	310,569	63,867	25.9%	
Net General Fund	(216,684)	(241,210)	(236,270)	(249,645)	(246,702)	(310,569)	(63,867)	25.9%	

Notes:

1. add City wide Buildings Coordinator duties, increase PT staffing hours to support additional buildings related work/duties - approx. increase of \$36,285
2. added gasoline expenditure for equipment, this was previously in the buildings budget for Maple St Park

	2022				2023 Budget	2024 Budget	\$ Change	% Change	Notes
	2021 Budget	2021 Actual	2022 Budget	Actual					
PRELIMINARY									
Expenditure									
110.000-Regular Salaries	-	-	-	-	-	26,167	26,167	n/a	Program Director for 1/2 FY24
120.000-Part Time Salaries	-	-	-	-	-	-	-	n/a	
130.000-Overtime	-	-	-	-	-	-	-	n/a	
210.000-Group Insurance	-	-	-	-	-	25,508	25,508	n/a	
220.000-Social Security	-	-	-	-	-	2,048	2,048	n/a	
230.000-Retirement	-	-	-	-	-	2,254	2,254	n/a	
290.000-Other Employee Benefits	-	-	-	-	-	-	-	n/a	
330.000-Professional Services	-	-	-	-	-	20,000	20,000	n/a	GMT para-transit for second half of FY
500.000-Training, Conferences, Dues	-	-	-	-	-	2,000	2,000	n/a	Annual national/regional conference
900.000-Transfer between Town/City	-	-	-	-	-	50,379	50,379	n/a	EPR Senior Activities, 1/2 year
Total Expenditure	-	-	-	-	-	128,355	128,355	n/a	
Net General Fund	-	-	-	-	-	(128,355)	(128,355)	n/a	

Notes:

1. addition of FT Adult Program Director \$56,000 (pay and benefits) HALF YEAR ONLY
2. Senior budget and senior van cost shared with Town to December 2023
3. addition of GMT para-transit for January-June \$20,000

	2022								
	PRELIMINARY								
Expenditure	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
900.000-Transfer between Town/City	-	-	-	-	-	203,203	203,203		n/a police facility debt, final payment FY34
950.902-EJRP Principal	-	-	-	-	-	-	-		n/a
950.903-Capital Imp Principal	135,135	135,135	135,135	135,135	135,135	135,135	-		0.0% final payment FY35
955.902-EJRP Interest	-	-	-	-	-	-	-		n/a
955.903-Capital Imp Interest	67,599	67,599	64,190	64,228	60,415	64,190	3,775		6.2% final payment FY35
Total Expenditure	202,734	202,734	199,325	199,363	195,550	402,528	206,978	105.8%	
Net General Fund	(202,734)	(202,734)	(199,325)	(199,363)	(195,550)	(402,528)	(206,978)	105.8%	

Notes:

1. Add transfer to Town for police facility debt as approved by City and Town voters

	2022								
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues									
050.000-Donation Revenue	-	6,973	-	10,653	-	-	-	-	n/a
Grant Revenue	-	105,418	-	20,643	-	-	-	-	n/a
098.000-Miscellaneous Revenue	-	-	-	-	-	-	-	-	n/a
Total Revenues	-	112,391	-	31,296	-	-	-	-	n/a
Expenditure									
Grant Expenses	-	82,638	-	17,075	-	-	-	-	n/a
Donation Expenses	-	5,389	-	9,717	-	-	-	-	n/a
920.000-Transfer between funds (capital)									
Capital Transfer	401,955	401,955	462,248	462,248	531,585	531,585	-	0.0%	
Rolling Stock Transfer	238,700	238,624	-	-	-	-	-	-	n/a this is in Street and Fire budgets
Buildings Transfer	50,000	112,774	75,000	75,000	50,000	50,000	-	0.0%	
EJRP Capital Transfer	112,455	112,455	113,580	113,580	112,543	112,771	228	0.2%	
922.000-Contribution to Fund Balance/Reserves	5,000	5,000	5,000	5,000	5,000	5,000	-	0.0%	
Total Expenditure	808,110	958,835	655,828	682,620	699,128	699,356	228	0.0%	
Net General Fund	(808,110)	(846,444)	(655,828)	(651,323)	(699,128)	(699,356)	(228)	0.0%	

Notes:

	2022 PRELIMINARY								
	2021 Budget	2021 Actual	2022 Budget	Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues									
090.000-Transfer between Town/Village	-	1,994	-	1,993	2,075	-	(2,075)	-100.0%	
Total Revenues	-	1,994	-	1,993	2,075	-	(2,075)	-100.0%	
Expenditure									
400.000-Contracted Services	9,000	12,148	9,000	11,401	11,000	3,000	(8,000)	-72.7%	removed cleaning and trash removal, added safety services/heating system inspection and service/fire extinguishers
410.000-Water and Sewer Charges	1,000	619	500	760	600	1,500	900	150.0%	increase for additional employees and public use
420.000-Cleaning Services	-	-	-	-	-	22,000	22,000	n/a	cleaning service and supplies shared with fire and Brownell, but paid from 2 Lincoln budget
425.000-Trash Removal	-	-	600	-	-	3,600	3,600	n/a	
431.000-R&M Buildings and Grounds	11,800	11,644	20,000	7,789	20,000	20,000	-	0.0%	add internet currently paid by Town
530.000-Communications	3,700	5,371	4,500	6,619	5,000	8,968	3,968	79.4%	\$164/mo
610.000-General Supplies	2,000	631	1,700	616	1,500	5,000	3,500	233.3%	increase for additional use
621.000-Natural Gas/Heating	6,400	5,523	4,800	5,533	5,000	6,500	1,500	30.0%	increase for additional use
622.000-Electricity	7,500	5,981	7,500	6,997	11,000	11,000	-	0.0%	
755.000-Furniture and Fixtures	2,000	-	500	-	2,000	7,000	5,000	250.0%	allow for new staff to determine needs
Total Expenditure	43,400	41,917	49,100	39,715	56,100	88,568	32,468	57.9%	
Net General Fund	(43,400)	(39,923)	(49,100)	(37,722)	(54,025)	(88,568)	(34,543)	63.9%	

Notes:

1. cleaning now under one City contract and increased frequency as building now fully occupied
2. increase communications to add internet service currently paid by Town
3. general increases across most expenditures to account for additional use of building with full staff

Expenditure			2022						Notes
	2021 Budget	2021 Actual	2022 Budget	PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	
400.000-Contracted Services	34,000	32,247	30,000	34,574	30,000	4,750	(25,250)	-84.2%	HVAC, fire panel, sprinkler system, elevator, mats, fireplace inspection
410.000-Water and Sewer Charges	900	617	600	427	600	700	100	16.7%	Brownell has just recently opened back up to full hours, open browsing, KCR use by community groups, and pre-pandemic levels of patron visits in # and duration. We have not yet had a full year of water/sewer bills since the beginning of the pandemic. based on new cleaning service with 3% increase and supplies
420.000-Cleaning Services	-	-	-	-	-	30,000	30,000	n/a	n/a
425.000-Trash Removal	-	-	-	-	-	-	-	n/a	n/a
431 000-R&M Buildings and Grounds	28,625	27,548	20,000	22,768	20,000	25,175	5,175	25.9%	Average of past three years expenses, plus 3%. Aging HVAC system has components at or near the end of their lifespan.
530 000-Communications	1,500	1,465	1,500	4,626	1,500	4,090	2,590	172.7%	\$4,090 is for Burlington Telecom telephone and internet and assumes current service level and that BT rates will increase 3%.
610 000-General Supplies	-	-	-	-	-	-	-	n/a	n/a
621 000-Natural Gas/Heating	7,400	5,993	6,000	6,991	6,000	7,200	1,200	20.0%	Assumes 3% Vermont Gas rate hike.
622.000-Electricity	15,000	9,179	13,700	14,016	13,700	14,750	1,050	7.7%	Assumes 3% rate increase, plus additional security lights outside, plus extended hours for lights on in the front of the library once the lockers are accessible 24/7.
755 000-Furniture and Fixtures	-	-	-	-	-	-	-	n/a	n/a
Total Expenditure	87,425	77,049	71,800	83,402	71,800	86,665	14,865	20.7%	
Net General Fund	(87,425)	(77,049)	(71,800)	(83,402)	(71,800)	(86,665)	(14,865)	20.7%	

Notes:

1. cleaning now under one City contract
 2. increased communications expenditure to account for new Burlington Telecom service known costs
- Future - need to include funds for repair/replacement of shelving

	2021 Budget	2021 Actual	2022 Budget	2022		2023 Budget	2024 Budget	\$ Change	% Change	Notes
				PRELIMINARY	Actual					
Expenditure										
400.000-Contracted Services	-	-	500	560	500	600	100	20.0%	heating system service	
410.000-Water and Sewer Charges	500	432	500	372	500	500	-	0.0%		
420.000-Cleaning Services	-	-	-	-	-	500	500	n/a	supplies only, staff is cleaning facility	
425.000-Trash Removal	-	-	-	-	-	-	-	n/a		
431.000-R&M Buildings and Grounds	12,000	8,683	15,000	3,922	9,500	8,000	(1,500)	-15.8%		
530.000-Communications	2,115	2,743	2,200	2,378	2,200	2,400	200	9.1%		
610.000-General Supplies	2,000	1,223	1,700	391	1,500	1,100	(400)	-26.7%	3 yr avg	
621.000-Natural Gas/Heating	4,800	2,708	3,500	4,377	3,500	4,000	500	14.3%		
622.000-Electricity	7,300	6,679	7,500	6,997	4,000	7,000	3,000	75.0%		
626.000-Gasoline	6,000	2,819	5,000	5,066	5,000	-	(5,000)	-100.0%	move back to operating budget, this is fuel for trucks and gas for equipment	
755.000-Furniture and Fixtures	-	-	-	-	-	-	-	n/a		
Total Expenditure	34,715	25,286	35,900	24,063	26,700	24,100	(2,600)	-9.7%		
Net General Fund	(34,715)	(25,286)	(35,900)	(24,063)	(26,700)	(24,100)	2,600	-9.7%		

Notes:

1. increased electricity cost based on historical actual
2. moved gasoline to Fire operating budget as this is for truck fuel and not related to the building

	2021 Budget	2021 Actual	2022 Budget	2022		2024 Budget	\$ Change	% Change	Notes
				PRELIMINARY Actual	2023 Budget				
Expenditure									
400.000-Contracted Services	-	906	600	410	1,000	1,000	-	0.0%	Fire extinguishers, fire alarm, boiler, sprinkler inspections
410.000-Water and Sewer Charges	650	1,166	700	889	700	1,500	800	114.3%	Increased use with more preschool activity on second floor
420.000-Cleaning Services	-	-	-	-	-	32,500	32,500	n/a	All previously in Maple Street contracted services; now separated
425.000-Trash Removal	-	-	-	-	-	-	-	n/a	do not pay for dumpster-provided/shared by Handy
431.000-R&M Buildings and Grounds	600	7,241	25,000	22,392	-	15,000	15,000	n/a	door repairs, painting, floors, security, etc.
530.000-Communications	2,550	3,157	2,300	2,600	3,000	3,100	100	3.3%	
610.000-General Supplies	-	-	-	-	-	-	-	n/a	
621.000-Natural Gas/Heating	3,300	3,118	3,000	4,142	3,000	3,500	500	16.7%	2yr actual+ 23 budget average
622.000-Electricity	4,000	4,740	4,400	4,931	4,400	5,900	1,500	34.1%	AC added to building in 2023
755.000-Furniture and Fixtures	-	-	-	-	-	-	-	n/a	
Total Expenditure	11,100	20,328	36,000	35,364	12,100	62,500	50,400	416.5%	
Net General Fund	(11,100)	(20,328)	(36,000)	(35,364)	(12,100)	(62,500)	(50,400)	416.5%	

Notes:

1. cleaning now under one City contract, this was also previously paid from Maple St budget
2. added funds for building repairs and maintenance that was removed in prior year

	2021 Budget	2021 Actual	2022 Budget	2022	2023 Budget	2024 Budget	\$ Change	% Change	Notes
				PRELIMINARY Actual					
Expenditure									
400.000-Contracted Services	21,840	52,029	30,000	71,799	30,000	1,000	(29,000)	-96.7%	Fire extinguishers, fire alarm, boiler, sprinkler inspections
410.000-Water and Sewer Charges	5,200	8,523	5,500	7,030	7,000	7,800	800	11.4%	3 yr average
420.000-Cleaning Services	-	-	-	-	-	32,500	32,500	n/a	Moved from contracted service
425.000-Trash Removal	-	-	-	-	-	4,716	4,716	n/a	Moved from contracted service
431.000-R&M Buildings and Grounds	3,600	4,423	4,000	171	30,000	30,000	-	0.0%	bldg 23 years old, several systems are at life expectancy.
530.000-Communications	5,350	9,598	6,000	9,589	6,500	8,900	2,400	36.9%	3 yr average
610.000-General Supplies	-	-	-	-	-	-	-	-	n/a
621.000-Natural Gas/Heating	6,960	6,523	4,500	5,212	6,500	6,500	-	0.0%	
622.000-Electricity	30,500	32,822	37,000	34,748	37,000	37,500	500	1.4%	
626.000-Gasoline	3,101	1,257	1,500	2,490	1,500	-	(1,500)	-100.0%	gas for equipment, move to EJP Parks
755.000-Furniture and Fixtures	-	-	-	-	-	-	-	-	n/a
Total Expenditure	76,551	115,175	88,500	131,039	118,500	128,916	10,416	8.8%	
Net General Fund	(76,551)	(115,175)	(88,500)	(131,039)	(118,500)	(128,916)	(10,416)	8.8%	

Notes:

- cleaning now under one City contract, this budget previously covered Park St School as well

FY24 City of Essex Junction - Proposed Capital Budgets

Table of Contents and Notes

Rolling Stock Fund

1-2

As of 6/30/22 the balance in the Rolling Stock Fund was \$461,342 with no planned FY23 spending and budgeted transfers from the General Fund of \$258,700. The anticipated opening balance in this fund for FY23 (6/30/22) is approximately \$720,042. The rolling stock replacement plan includes \$315,420 in expenditures for a pickup truck replacement, dumptruck replacement, and a landscape trailer in FY24. Transfers from the general fund continue to increase at a rate of 10% each year to fund anticipated replacements in future years. The attached schedule goes through FY29 but there are some large fire department expenses in years 2029-2039 that will rely on the planned annual increases to funding and will likely also require debt issuance at that time.

City Capital Fund

1-2

The proposal includes a 15% increase to the general fund contribution in line with recent years and the revised trajectory of the fund. This has not yet been reviewed by the Capital Committee. The major projects for the coming year are the continued work on the Crescent Connector project, ongoing work on various stormwater related projects. Also, a facility analysis update is proposed for the FY24 capital plan (not yet reviewed by the Capital Committee) for this building and the fire station for \$20,000. We will then have a cost estimate for a new public works building for the FY25 capital plan, and can prepare for a bond vote.

EJRP Capital Fund

3

The EJRP Capital Fund receives a transfer from the general fund of approximately 1% of the grand list. In FY24 this is budgeted at \$112,771. These dollars will go toward the cost of playground equipment installed at the end of FY21, the cost of a new truck purchased in FY23, cascade playground resurfacing chips, park egresses and buildings security cameras, drainage between the pool house and office building, new ADA lift and replacement, and new concrete in pool area.

Building Maintenance Fund

4

The building maintenance fund has an opening balance of \$247,952 going into FY23 with planned expenditures of \$175k and planned transfers in of \$50k. Bids for the library roof project were rejected in FY23. This will leave the fund with an ending balance of about \$297,952 for FY23. The FY24 general fund transfer is proposed at \$50k. The library roof and entrance is expected to be closer to \$300,000 and is planned for FY24 or later.

Economic Development Fund - Projected

5

This fund is the one penny on the tax rate for City Economic Development. This fund has an available fund balance of \$654,555 at the start of FY23. It is funded by an annual one penny on the tax rate and is anticipated to grow by \$112,000 plus interest earnings during FY23 and FY24. The FY23 fund balance also includes the transfer of \$82,555 from the Land Acquisition Fund to the Economic Development Fund that was approved by the voters at Annual Meeting 2021. Also, at Annual Meeting 2021 voters approved the continuation of this tax rate. There are two projects planned for use of this fund: 1 Main St Park, and the \$600,000 match for the \$3 million Amtrak station project. Staff is also planning to apply for grant funding for the 1 Main St Park, and if successful there should be enough to cover both projects.

General Fund Capital Reserve Fund Balance

	FY23	FY24	FY25	FY26	FY27	FY28
Beginning Fund Balance	418,370	345,556	770,510	(1,400,745)	(2,255,854)	(4,891,757)
Planned Spending	(620,000)	(201,976)	(2,798,496)	(1,574,367)	(3,460,938)	(7,036,833)
Revenue Sources						
<i>General Fund Transfer In</i>	531,586	531,585	611,323	703,021	808,474	929,745
<i>CVE Annual Contribution</i>	15,600	15,606	15,918	16,236	16,561	16,892
<i>LOT Transfer In</i>		79,739				
<i>Misc. Donations and Interest Earnings</i>						
<i>Summary Stormwater Grants</i>						
<i>Brickyard Culvert</i>						
<i>Vtrans Structures Grant-Main St. Ped Bridge</i>						
<i>Crescent Connector Grant</i>						
<i>Pearl St. Missing Link Grants</i>						
<i>FEMA - Densmore Drive (Oct 2019 event) and State 15%</i>						
Total Revenues	547,186	626,930	627,241	719,258	825,036	946,638
Ending Fund Balance	345,556	770,510	(1,400,745)	(2,255,854)	(4,891,757)	(10,981,951)

annual planned increase GF transfer in: 15%

Rolling Stock Fund Balance

	FY23	FY24	FY25	FY26	FY27	FY28
Beginning Fund Balance	461,342	720,042	674,322	601,300	509,746	337,002
Planned Spending						
<i>Streets</i>	-	(315,420)	(284,822)	(386,664)	(482,495)	(74,421)
<i>Fire</i>	-	-	(70,000)	-	-	-
Total Spending	-	(315,420)	(354,822)	(386,664)	(482,495)	(74,421)
Debt Payments (fire truck)						
Revenue Sources						
<i>Highway General Fund Transfer In</i>	145,500	151,440	157,974	165,161	173,068	181,764
<i>Fire General Fund Transfer In</i>	113,200	118,260	123,826	129,949	136,683	144,092
<i>Vac Truck Rental</i>						
<i>Sale of Assets</i>						
<i>Interest Earnings</i>						
Total Revenues	258,700	269,700	281,800	295,110	309,751	325,856
Ending Fund Balance	720,042	674,322	601,300	509,746	337,002	588,437

annual planned increase Highway GF transfer in: 10% 5,400 5,940 6,534 7,187 7,906 8,697

annual planned increase Fire GF transfer in: 10% 4,600 5,060 5,566 6,123 6,735 7,408

Fund	Dept	Project	Rank	Ref. #	Project #	FY24	FY25	FY26	FY27	FY28
GFC	Highway	Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave. (HOLD)	77	W	Y					
GFC	Highway	Greenwood Ave. Drainage Course Improvements	Done		EEE					
GFC	Highway	South St. Drainage	86		MMM					
GFC	General	Facilities Assessment (Public Works, Fire Station)				20,000				
GFC	Highway	Lamoille Water Line Replacement (Finished)	70	W	Q					
GFC	Highway	Densmore Dr. Culvert & partial Road Reconstruction	112		J					
GFC	Highway	Densmore Dr. Culvert & partial Road Reconstruction	112		J					
GFC	Highway	Brickyard Culvert	78							
GFC	Multiple	Iroquois Ave Road and Waterline rebuild	72	W	PPP	111,976	1,616,658			
GFC	Highway	Rosewood Lane Sidewalk/Roadway Reconstruction	62		BB/III		127,897	1,544,367		
GFC	Multiple	North St. Roadway and Waterline	60		S				1,903,505	
GFC	Highway	Pleasant St. Road Reconstruction	57		NNN				1,557,433	
GFC	Highway	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.	55		TT					2,401,126
GFC	Highway	West St. Sidewalk South St. to Clems Dr.	55		VV					1,039,466
GFC	Highway	West St. & West St. Ext. Intersection Improvements	54		BBB					128,790
GFC	Highway	Main St. Sidewalk & Lighting Bridge to Crestview	46		Yya					421,077
GFC	Buildings	Lincoln Hall Parking Lot	45		HHH					65,292
GFC	Highway	Main St. Drainage Curb & Sidewalk Pleasant to Bridge	41		KK					786,716
GFC	Streets	Abnaki Road Reconstruction	39		A					515,334
GFC	Streets	Pearl Sidewalk West St. to Susie Wilson	63	W	UU					1,407,672
GFC	Streets	Orchard Terrace Sidewalk Replacement	39		U					271,360
GFC	Streets	Crescent Connector Park St. to Main St.								
GFC	Stormwater	Sliplining of pipes (3)					30,000	30,000		
GFC	Stormwater	Hiawatha infiltration system for phosphorus				50,000	973,940			
GFC	Streets	Public Works facility (FY24 study, FY25, final design/construction)				20,000				
GFC	Fire	Air Packs (placed in service 2020)								
GFC	Fire	SCBA Compressor (placed in service 2020)								
GFC	Fire	Thermal Cameras (placed in service 2022)								
GFC	Fire	Radio Replacement Program-antennas, dispatch modules, Bridgham Hill tower (every 5 years)					50,000			
RS	Streets	Jetter Vac Truck - 2010 Vac-On #8 (shared rolling stock/water/wastewater/sanitation)			Vac Truck					
RS	Streets	Pickup - 2013 Silverado #4				52,021				
RS	Streets	Dumptruck - 2012 International #7				248,399				
RS	Streets	Pickup - 2016 Silverado #3					36,423			
RS	Streets	Dumptruck - 2013 Freightliner #5					248,399			
RS	Streets	Sidewalk Plow/Skid Steer - 2001 Cat #12						167,704		
RS	Streets	Dumptruck - 2016 Freightliner #34						218,960		
RS	Streets	Dumptruck - 2014 Freightliner #6							261,419	
RS	Streets	Sidewalk Plow - 2017 Prinoth PW4S #10							221,076	
RS	Streets	Pickup 1 Ton - 2019 Silverado #15								51,471
RS	Streets	Compressor - 2017 Sullair #13								22,950
RS	Streets	Pickup - 2019 Silverado #1								
RS	Streets	Wheel Loader - 2019 Neuson Wacker #38								
RS	Streets	Trailer Mounted Boom Lift - 2019 #35								
RS	Streets	Sidewalk Plow - 2021 Prinoth SW50S #11								
RS	Streets	Loader - 2014 Cat #9								
RS	Streets	Vacuum Sweeper - 2013 Johnston #16								
RS	Fire	Pickup - 2019 Ford 8C9								
RS	Fire	Pumper - 2018 Pierce 8E7								
RS	Fire	Pumper - 2008 8E5								
RS	Fire	Ladder - 2012 Pierce 8L3								
RS	Streets	Landscape trailer				15,000				
RS	Fire	First Response Vehicle (addition to fleet)					70,000			

EJRP Capital Plan

Based on 1% of Village grand list with 0.50% annual growth

Category	FY24	FY25	FY26	FY27	FY28
	Amount	Amount	Amount	Amount	Amount
Resurfacing	\$ 2,350	\$ 9,300	\$ 53,692	\$ 6,500	\$ -
Playground Equipment	\$ 39,374	\$ 47,198	\$ -	\$ 30,000	\$ -
Lighting & Technology	\$ 10,800		\$ 37,709	\$ 14,762	\$ -
Maintenance Equipment	\$ 10,500	\$ 23,000	\$ 10,500	\$ 25,500	\$ 27,000
Buildings & Facilities	\$ -	\$ -	\$ -	\$ 25,709	\$ 46,043
Pedestrian Paths	\$ 15,626	\$ 15,626	\$ -	\$ -	\$ 30,000
Pool	\$ 22,121	\$ 6,211	\$ -	\$ -	\$ -
Landscaping	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
TOTAL	\$112,771	\$113,335	\$113,901	\$114,471	\$115,043

FY24 Detail

Category	Items	Amount
Resurfacing	Cascade playground chips.	\$ 2,350
Playground Equipment	New Maple Street playground paid for over 5 years (year 4).	\$ 39,374
Lighting & Technology	Park egresses and buildings security cameras.	\$ 10,800
Maintenance Equipment	New maintenance truck paid for over 5 years (year 2).	\$ 10,500
Pedestrian Paths	Drainage in between pool house and office building.	\$ 15,626
Pool	New ADA lift and replacement and new concrete in pool area.	\$ 22,121
Landscaping	Landscaping, tree, and turf maintenance.	\$ 12,000
TOTAL		\$112,771

Building Maintenance Fund

	FY22 Budget	FY22 Actual	FY23 Projection	FY24 Projection	Notes
Beginning Balance	214,866	214,866	247,952	297,952	
Add	75,000	75,570	50,000	50,000	
Spend	250,000	42,484	-	300,000	FY22 budgeted projects of Brownell roof replacement and Lincoln electrical not completed; will need about \$300K for Brownell roof and entrance, Lincoln electrical removed as this will be part of renovations
Ending Balance	39,866	247,952	297,952	47,952	

Future Projects:

1. library carpet replacement
2. Park St sprinkler system

Economic Development Fund

	FY23	FY24	
	Projection	Projection	Notes
Beginning Balance	654,555	566,555	
Add	112,000	112,000	tax revenue
Spend	200,000	-	FY23 Main St Park
Ending Balance	566,555	678,555	*should be enough to cover Amtrak match

Notes:

1. Crescent Connector project may require an additional \$255,780 (half of \$511,560 for lighting and contaminated soil disposal).

FY24 City of Essex Junction - Proposed Enterprise Fund Budgets

Table of Contents and Notes

The most notable change in the Water, Wastewater and Sanitation Funds for the FY24 budget is the drastic increase in the amount each fund is charged for Administrative Fees. The formula for this charge is to take 50% of all personnel costs in the General Fund Admin and Finance budgets, add in 2 Lincoln building costs, 2 Lincoln copier usage and communication, and public officials insurance. The calculation for FY24 administrative fees results in an increase to the Water, Wastewater and Sanitation funds of \$145,113 or 46%.

It should be noted that the majority of this increase is a result of the FY23 calculated increase being reduced by management. The FY23 increase was calculated at \$439,008 (56%) but was reduced down to \$314,899 (12%). If the increase had been budgeted as calculated for FY23, the FY24 increase would only be \$21,005 (4.8%). The admin fee calculation will be looked at over the coming months, but it is not anticipated that there will be a significant reduction in the calculated amount from the existing calculation method.

The utility rates combined, result in a 8.47% increase which calculates to \$49.62 per year on an average bill (based on 120 gallons/day usage).

The preliminary rate changes calculated for water and wastewater were incorrect as there were formula errors in some of the files calculating estimated water usage and within the rate calculation file itself. These errors have been corrected and verified for accuracy. There was no change in the sanitation rates as they were calculated correctly in the preliminary draft. The wastewater budget was reviewed and minor adjustments made to some expenditure lines, but the net change was effectively zero and had no impact on the rates.

Administrative Fees Calculation (for reference) 1

Water Fund 2

Preliminary Rate Change:

Person using 120 gallons/Day	FY23	FY24	Increase	% Increase
Water				
Fixed Charge	130.15	153.84	23.69	18.20%
Usage (120 Gal/day, 5840 c.f./yr)	126.14	131.98	5.84	4.63%
Total	256.29	285.82	29.53	11.52%

Revised Rate Change:

Person using 120 gallons/Day	FY23	FY24	Increase	% Increase
Water				
Fixed Charge	130.15	152.86	22.71	17.45%
Usage (120 Gal/day, 5840 c.f./yr)	126.14	131.40	5.26	4.17%
Total	256.29	284.26	27.97	10.91%

The Water operating increase is 18.0% (\$259,236) with a 10.91% increase in user fees. This is primarily a result of the increase in administrative fees (\$58,045 or 46.1% of the increase). A 9.5% increase in the cost of water purchased has been budgeted per CWD's proposed rate increase, a \$72,155 (12.9% of the

budget) increase. The annual contribution to capital has increased by \$50,000 as planned. Lastly, this budget also includes the debt service payments of \$59,850 for the Main St. waterline project as approved by voters in April 2022.

Wastewater Fund

4

Preliminary Rate Change:

Person using 120 gallons/Day	FY23	FY24		
WWTF			Increase	% Increase
Fixed Charge	122.37	141.33	18.96	15.49%
Usage (120 Gal/day, 5840 c.f./yr)	64.24	66.47	2.23	3.47%
Total	186.61	207.80	21.19	11.35%

Revised Rate Change:

Person using 120 gallons/Day	FY23	FY24		
WWTF			Increase	% Increase
Fixed Charge	122.37	134.07	11.70	9.56%
Usage (120 Gal/day, 5840 c.f./yr)	64.24	63.06	(1.18)	-1.84%
Total	186.61	197.13	10.52	5.64%

The Wastewater Fund is proposed at a 16.9% or \$417,591 increase with a 5.64% increase in user fees. This is primarily a result of inflation impacting supplies and materials; chemicals increase of \$145,000, equipment maintenance increase of \$65,000, and biosolids disposal increase of \$75,000. The administrative fee increase in the wastewater fund is \$43,023. Lastly, the annual transfer to capital has increased by \$20,000 as planned.

Sanitation Fund

6

Preliminary Rate Change:

Person using 120 gallons/Day	FY23	FY24		
Sanitation			Increase	% Increase
Fixed Charge	107.35	119.10	11.75	10.95%
Usage (120 Gal/day, 5840 c.f./yr)	35.62	35.04	(0.58)	-1.64%
Total	142.97	154.14	11.17	7.81%

Revised Rate Change:

No Change

The Sanitation fund is proposed at a \$65,562 or 11.1% increase. This is almost entirely the increase in administrative fees with a \$58,045 increase in this fund. Technical services is increasing \$9,000 to account for the IT contract for pump station communications that began in FY23.

EJRP Programs Fund

See memo from Brad Luck, EJRP Director

Senior Center Fund

7

Costing Center	254-54-20 - Water Fund								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues									
021.000-Water User Fees	1,171,588	1,167,703	1,237,418	1,215,978	1,320,757	1,550,730	229,973	17.4%	
021.001-Water Large User Fees	95,000	104,481	114,093	111,276	110,000	139,263	29,263	26.6%	
024.000-Utility Connection Fee	7,000	8,300	7,000	9,450	7,000	7,000	-	0.0%	
060.000-Interest Income	-	871	1,000	1,190	800	800	-	0.0%	
085.000-Penalties	4,500	5,232	5,000	6,308	5,000	5,000	-	0.0%	
098.000-Miscellaneous Revenue	-	5,980	150	6,523	150	150	-	0.0%	
Total Revenues	1,278,088	1,292,567	1,364,661	1,350,725	1,443,707	1,702,943	259,236	18.0%	
Expenditure									
110.000-Regular Salaries	123,321	149,853	127,344	130,113	140,268	143,158	2,890	2.1%	
120.000-Part Time Salaries	9,507	3,340	9,906	3,342	1,382	-	(1,382)	-100.0%	
130.000-Overtime	15,000	9,245	14,408	9,409	15,082	19,970	4,888	32.4%	
210.000-Group Insurance	68,513	69,942	77,998	77,286	82,964	84,631	1,667	2.0%	
220.000-Social Security	11,309	10,618	11,672	10,823	12,056	12,717	661	5.5%	
230.000-Retirement	12,332	12,294	12,734	12,377	13,902	14,778	876	6.3%	
250.000-Unemployment Insurance	75	197	175	239	190	135	(55)	-28.9%	VLCT bill for CY23
260.000-Workers Comp insurance	10,500	5,754	10,300	6,126	7,101	7,200	99	1.4%	estimate 3% increase over 2022 actual
290.000-Other Employee Benefits	-	-	875	-	875	-	(875)	-100.0%	
330.000-Professional Services	1,000	387	1,000	621	1,000	1,000	-	0.0%	
335.000-Audit	4,200	4,635	4,500	5,581	4,750	4,806	56	1.2%	
410.000-Water and Sewer Charges	200	94	200	160	200	200	-	0.0%	
411.000-Water Purchase - CWD	522,331	589,597	540,613	582,557	559,534	631,689	72,155	12.9%	
430.000-R&M Vehicles and Equipment	2,500	4,999	2,500	27,901	4,000	4,000	-	0.0%	no need to increase as new equipment will be in service (truck and backhoe)
433.000-R&M Infrastructure	16,000	14,109	16,000	25,103	16,000	20,000	4,000	25.0%	
441.000-Rental of Land or Buildings	150	192	150	100	150	150	-	0.0%	
491.000-Administrative Fees	122,860	125,532	123,556	120,808	125,960	184,005	58,045	46.1%	
500.000-Training, Conferences, Dues	2,000	525	3,000	693	3,000	3,000	-	0.0%	
505.000-Technology Subscription, Licenses	-	-	955	955	1,000	1,000	-	0.0%	
520.000-Insurance	6,540	2,019	6,225	2,212	5,765	6,300	535	9.3%	estimate 3% increase over 2022 actual
521.000-Insurance Deductibles	-	-	-	-	-	1,000	1,000	n/a	
530.000-Communications	2,500	2,010	2,500	2,422	2,500	2,500	-	0.0%	
550.000-Printing and Binding	2,000	1,293	2,000	1,456	2,000	2,500	500	25.0%	
560.000-Postage	3,100	2,838	3,500	2,659	3,500	3,500	-	0.0%	\$200 tri annually for delinquent notices, need to allocate between W/WW
610.000-General Supplies	7,000	4,552	7,500	3,652	7,000	7,000	-	0.0%	add safety supplies line
NEW-Safety Supplies	-	-	-	-	-	3,000	3,000	n/a	reflective vests, hard hats, safety glasses, gloves
612.000-Uniforms	1,500	321	1,350	1,370	1,350	1,755	405	30.0%	
614.000-Meters and Parts	8,000	4,593	8,000	-	6,000	6,000	-	0.0%	
621.000-Natural Gas/Heating	3,000	2,417	3,000	2,830	3,078	3,000	(78)	-2.5%	
622.000-Electricity	1,000	1,429	1,000	1,053	1,400	1,400	-	0.0%	
626.000-Gasoline	3,000	1,523	3,000	1,908	3,000	3,000	-	0.0%	

Costing Center	254-54-20 - Water Fund									
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes	
735.000-Technology: Hardware, Software, Equipme	2,650	1,083	2,700	1,416	2,700	2,700	-	0.0%		
750.000-Machinery and Equipment	6,000	-	6,000	-	6,000	7,000	1,000	16.7%		
920.000-Transfer between funds (capital)	310,000	310,000	360,000	360,000	410,000	460,000	50,000	12.2%		
955.000-Interest on Long Term Debt	-	-	-	-	-	59,850	59,850	n/a	add for Main St water line	
Total Expenditure	1,278,088	1,335,391	1,364,661	1,395,172	1,443,707	1,702,943	259,236	18.0%		
<i>Net Water Fund</i>	-	42,824	-	44,447	-	-	-	n/a		

Costing Center	255-55-30 - WWTF								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues									
022.000-Tri-Town: WWTF Charge - Village Users	860,898	856,932	775,461	852,940	921,161	1,010,719	89,558	9.7%	
022.001-Village: Septage Discharge	16,000	73,017	20,000	64,790	20,000	50,000	30,000	150.0%	
022.002-Village: Leachate Revenues	-	5,581	500	1,031	500	500	-	0.0%	
025.001-Tri-Town: WWTF Charge - Essex	536,828	536,828	560,055	560,055	649,661	756,558	106,897	16.5%	
025.002-Tri-Town: WWTF Charge - Williston	730,086	730,086	818,542	818,542	853,286	1,014,411	161,125	18.9%	
025.003-Tri-Town: Shared Septage	8,000	36,509	20,000	32,395	10,000	20,000	10,000	100.0%	
025.004-Tri-Town: Shared Leachate	-	2,791	100	516	100	100	-	0.0%	
025.005-Tri-Town: Village Pump Station Inspection Fees	32,000	32,000	34,300	34,300	36,000	36,000	-	0.0%	
060.000-Interest Income	-	7,398	-	5,320	-	-	-	n/a	
085.000-Penalties	3,500	3,627	3,500	4,537	3,500	3,500	-	0.0%	
098.000-Miscellaneous Revenue	-	556	-	4,338	-	-	-	n/a	
Total Revenues	2,187,312	2,285,325	2,232,458	2,378,764	2,494,208	2,891,788	397,580	15.9%	
Expenditure									
110.000-Regular Salaries	338,203	369,257	355,183	375,309	445,885	493,026	47,141	10.6%	
120.000-Part Time Salaries	33,158	6,455	34,193	9,586	-	-	-	n/a	
130.000-Overtime	48,000	43,450	50,000	39,797	50,000	55,881	5,881	11.8%	
210.000-Group Insurance	128,644	130,912	135,055	120,011	178,057	159,290	(18,767)	-10.5%	
220.000-Social Security	32,081	31,026	29,924	37,113	38,102	43,689	5,587	14.7%	
230.000-Retirement	33,620	34,088	35,519	39,951	44,364	48,687	4,323	9.7%	
250.000-Unemployment Insurance	175	455	450	626	720	527	(193)	-26.8%	VLCT bill for CY23
260.000-Workers Comp insurance	30,000	16,257	27,800	17,449	22,462	25,400	2,938	13.1%	estimate 3% increase over 2022 actual
290.000-Other Employee Benefits	-	-	1,809	-	2,159	-	(2,159)	-100.0%	
320.000-Legal Services	4,000	2,139	4,000	14,649	3,000	3,000	-	0.0%	return to prior years budgets
330.000-Professional Services	4,000	10,108	4,000	5,164	5,500	7,000	1,500	27.3%	rodent control/glass/door repair/alliance mechanical
335.000-Audit	4,400	5,441	4,500	5,556	4,500	4,553	53	1.2%	
340.000-Technical Services	22,000	12,875	36,000	29,722	40,000	40,000	-	0.0%	lab testing, open approach, engineering support, electrician
340.001-Lab Testing	-	-	-	-	-	-	-	n/a	add subaccount for lab testing
410.000-Water and Sewer Charges	3,500	6,689	4,000	3,926	4,000	4,000	-	0.0%	
421.000-Grit Disposal	14,980	12,047	16,000	15,970	16,000	16,500	500	3.1%	
430.000-R&M Vehicles and Equipment	4,000	2,026	4,000	1,121	4,000	4,000	-	0.0%	
431.00-R&M Buildings	-	-	-	-	-	3,000	3,000	n/a	Mowing by Parks & Rec (\$1500)/miscellaneous building maintenance
442.000-Rental of Vehicles or Equipment	-	1,445	-	1,301	-	1,500	1,500	n/a	
491.000-Administrative Fees	61,430	62,390	61,778	60,404	62,980	106,003	43,023	68.3%	admin allocation and IT support
500.000-Training, Conferences, Dues	7,500	4,533	7,500	4,793	7,500	8,500	1,000	13.3%	In person training starting causing training costs to go up, also more people on staff now, maintain licenses
505.000-Technology Subscription, Licenses	-	-	1,737	1,837	1,925	3,000	1,075	55.8%	Hippo Maintenance program (online)
510.000-Permits, Licenses, Registrations	9,900	11,340	9,900	10,425	9,900	11,000	1,100	11.1%	NPDES permit fee ANR \$9,900, all operators up for license renewal July 2023 (\$150*5)
520.000-Insurance	30,221	37,479	36,610	41,765	38,605	39,800	1,195	3.1%	estimate 3% increase over 2022 actual

Costing Center	255-55-30 - WWTF								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
530.000-Communications	6,000	7,508	6,000	11,225	6,400	8,000	1,600	25.0%	
540.000-Advertising	-	44	-	-	-	-	-	n/a	
567.000-Biosolids Land Application	150,000	166,078	165,000	187,759	190,000	190,000	-	0.0%	What we pay Whitcomb to take material
568.000-Biosolids Subcontractor	170,000	81,403	160,000	117,921	150,000	225,000	75,000	50.0%	Sampling for PFAS, consultant hiring, polymer for dewater, disposal costs of sludge to grasslands increased significantly
570.000-Other Purchased Services	130,000	199,491	130,000	173,405	130,000	195,000	65,000	50.0%	Based off of FY22 overage-This is our equipment maintenance fund for the facility
610.000-General Supplies	8,500	11,921	9,000	20,204	10,000	12,000	2,000	20.0%	Based off of FY22 overage and need to purchase AED (\$2,500)
NEW-Safety Supplies	-	-	-	-	-	3,000	3,000	n/a	reflective vests, hard hats, safety glasses, gloves
612.000-Uniforms	5,500	5,323	5,000	4,462	5,000	7,898	2,898	58.0%	
618.000-Laboratory Supplies	18,000	20,036	18,000	20,373	20,000	22,000	2,000	10.0%	Based off of FY22 overage, new tabletop centrifuge, fridge for samples
619.000-Chemicals	330,000	330,436	300,000	332,648	355,000	500,000	145,000	40.8%	Chemical costs are skyrocketing, Moved dewater polymer cost(60K to Acct 568)
621.000-Natural Gas/Heating	25,000	17,176	25,000	21,395	25,650	25,650	-	0.0%	
622.000-Electricity	150,000	163,650	150,000	149,299	175,000	170,000	(5,000)	-2.9%	
626.000-Gasoline	4,500	2,176	4,500	4,386	3,500	4,500	1,000	28.6%	
735.000-Technology: Hardware, Software, Equipment	-	-	-	-	-	6,396	6,396	n/a	see detail from Rob
910.000-Transfer between funds (non-capital)	-	-	-	1,500	-	-	-	n/a	
920.000-Transfer between funds (capital)	380,000	380,000	400,000	400,000	420,000	440,000	20,000	4.8%	
Total Expenditure	2,187,312	2,185,654	2,232,458	2,281,051	2,470,209	2,887,800	417,591	16.9%	
<i>Net Wastewater Fund</i>	-	99,671	-	97,712	23,999	3,988	(20,011)	-83.4%	

Costing Center		256-56-40 - Sanitation								
		2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues										
023.000-Sanitation User Fees		672,048	670,215	685,061	680,777	700,325	778,137	77,812	11.1%	
023.001-Essex Pump Station Fees		28,750	95,268	30,123	27,591	35,625	33,125	(2,500)	-7.0%	
023.002-Two Party Agreement Revenue		15,000	15,000	15,000	15,000	15,000	15,000	-	0.0%	
024.000-Utility Connection Fee		30,000	108,100	30,000	121,000	30,000	30,000	-	0.0%	
060.000-Interest Income		1,000	6,736	8,000	4,275	5,000	5,000	-	0.0%	
085.000-Penalties		2,500	2,805	2,500	3,597	2,500	3,000	500	20.0%	
098.000-Miscellaneous Revenue		3,000	-	3,000	393	3,000	500	(2,500)	-83.3%	
Total Revenues		752,298	898,124	773,684	852,633	791,450	864,762	73,312	9.3%	
Expenditure										
110.000-Regular Salaries		108,563	122,072	113,186	102,089	124,788	126,885	2,097	1.7%	
120.000-Part Time Salaries		9,564	3,340	9,906	3,342	1,382	-	(1,382)	-100.0%	
130.000-Overtime		15,000	9,305	16,977	11,362	13,574	19,369	5,795	42.7%	
210.000-Group Insurance		55,470	58,241	58,478	58,416	63,266	40,894	(22,372)	-35.4%	
220.000-Social Security		10,184	9,537	10,482	9,667	10,755	11,792	1,037	9.6%	
230.000-Retirement		10,858	10,454	11,318	9,928	12,356	13,798	1,442	11.7%	
250.000-Unemployment Insurance		85	197	175	247	190	135	(55)	-28.9%	VLCT bill for CY23
260.000-Workers Comp insurance		9,400	4,955	8,850	5,545	6,330	6,100	(230)	-3.6%	estimate 3% increase over 2022 actual
290.000-Other Employee Benefits		-	-	840	-	840	-	(840)	-100.0%	
330.000-Professional Services		1,000	130	1,000	3,030	1,000	4,000	3,000	300.0%	add Hamlin Engineering support collection system questions \$2,000, general engineering support \$2,500
335.000-Audit		2,000	2,394	2,500	2,852	2,500	2,529	29	1.2%	
340.000-Technical Services		-	-	-	-	-	9,000	9,000	n/a	Open Approach monthly fee for PS COMM IT support (\$560/month; 6720 yr), Hamlin Engineering support collection system questions (2,000)
410.000-Water and Sewer Charges		500	276	500	452	500	500	-	0.0%	
430.000-R&M Vehicles and Equipment		2,000	25,031	2,000	4,629	2,000	2,000	-	0.0%	
433.000-R&M Infrastructure		6,000	5,435	6,000	6,437	6,000	6,000	-	0.0%	
434.000-R&M Pump Stations		14,000	10,536	14,000	2,828	14,000	16,000	2,000	14.3%	Should we add cleaning of drying beds to this cost? Currently not included
434.001-Susie Wilson PS Costs		12,000	14,928	12,480	10,037	15,000	14,000	(1,000)	-6.7%	Is this only for comms and electric or also parts?
434.002-West Street PS Costs		13,000	17,650	13,520	12,010	17,000	15,000	(2,000)	-11.8%	Is this only for comms and electric or also parts?
441.000-Rental of Land or Buildings		1,700	1,961	1,700	1,779	1,700	1,800	100	5.9%	
491.000-Administrative Fees		154,860	157,532	157,856	155,108	161,960	220,005	58,045	35.8%	
500.000-Training, Conferences, Dues		200	-	200	410	200	4,500	4,300	2150.0%	\$4,000 for CDL training for new employee
505.000-Technology Subscription, Licenses		-	-	616	616	750	750	-	0.0%	
520.000-Insurance		6,014	6,430	5,750	1,712	3,457	5,700	2,243	64.9%	estimate 3% increase over 2022 actual
521.000-Insurance Deductibles		1,000	-	1,000	-	1,000	1,000	-	0.0%	
550.000-Printing and Binding		1,500	-	1,500	-	-	1,500	1,500	n/a	
560.000-Postage		5,500	5,677	5,500	4,847	5,750	5,750	-	0.0%	

Costing Center	256-56-40 - Sanitation								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
610.000-General Supplies	1,000	773	1,000	31	1,000	1,000	-	0.0%	
NEW-Safety Supplies	-	-	-	-	-	3,000	3,000	n/a	reflective vests, hard hats, safety glasses, gloves
612.000-Uniforms	1,500	1,268	1,350	661	1,350	1,755	405	30.0%	
621.000-Natural Gas/Heating	1,800	926	2,000	1,123	2,052	2,000	(52)	-2.5%	
622.000-Electricity	14,000	8,643	14,000	10,216	14,000	13,000	(1,000)	-7.1%	
626.000-Gasoline	4,000	2,846	4,000	3,603	4,000	4,500	500	12.5%	
735.000-Technology: Hardware, Software, Equipment	5,350	2,198	3,000	2,487	3,000	3,000	-	0.0%	maintenance of probes?
750.000-Machinery and Equipment	5,000	-	5,000	-	5,000	5,000	-	0.0%	
920.000-Transfer between funds (capital)	95,000	95,000	95,000	95,000	95,000	95,000	-	0.0%	
Total Expenditure	568,048	577,735	581,684	520,464	591,700	657,262	65,562	11.1%	
<i>Net Sanitation Fund</i>	<i>184,250</i>	<i>320,389</i>	<i>192,000</i>	<i>332,169</i>	<i>199,750</i>	<i>207,500</i>	<i>7,750</i>	<i>3.9%</i>	

Costing Center Summary

258-33-13 - Senior Center

Previous Costing Center	258-33-13 - Senior Center	Budget Year	2024
Entity	Village	Accounting Reference	258-33-13
Department	33 - Senior Center - Village	Approved	No
Stage	Board Review	Manager	Ally Vile (avile)

Narrative

Description

Senior center enterprise fund budget. Funded through membership fees, donations, and fundraisers. The following budget is based on a six-month membership due to the shared service agreement between the Town of Essex and City of Essex Junction. This agreement secures space for programming 50+ members through December 31, 2023.

Revenues are primarily received through membership dues and program and luncheon fees. The current 2023 fiscal year has brought changes to our meal provisions for members as we partnered with Age Well for sit-down and grab 'n go meals. When it is an Age Well meal, there is a donation requested, which goes directly to the agency. Although this has decreased our anticipated meal revenue, there is no cost to the center to provide to those with food insecurities.

Donations are anticipated but never guaranteed. In 2023, the Senior Center received an unanticipated programming donation from the Hoehl Foundation. Aside from that large donation, additional contributions were received throughout the year.

New Initiatives

Goals and Priorities

The goal of the Senior Center is to continue to maintain an active membership and low-cost meal provision services. Enrichment programs and activity-based wellness programs are a priority among the members.

FY23 saw the development of a fitness series with a certified instructor. This model of programming has been highly successful and is based on a punch pass system to be self-sustaining. In FY24 we look to expand upon the current fitness offerings to meet a broader range of abilities and mobility.

It is a goal of the Senior Center in FY24 to continue and expand upon the collaboration with Age Well to increase the frequency of the Grab and Go program from one to two days a week.

Budget Prior Year Comparison

Object	Changes	2023 Amount	
		Estimated	Actuals
		2024 Amount	
Revenues			
020.310-Senior Center Payments	Decreased	5,900	3,000
050.000-Donation Revenue	Decreased	6,000	2,000
050.002-Fund Raising Revenue	Decreased	600	300
Total Revenues		12,500	5,300
Expenditure			
330.000-Professional Services	Decreased	3,600	1,500
431.000-R&M Buildings and Grounds	Decreased	1,000	500
442.000-Rental of Vehicles or Equipment	Decreased	1,230	600
610.000-General Supplies	Decreased	1,000	500
830.000-Regular Programs	Decreased	4,000	2,000
Total Expenditure		10,830	5,100

Costing Center Budget with Notes

258-33-13 - Senior Center

Objects	Comments	Object Subtotals	2024 Budget
Revenues			
020 Charges for Services			
020.310-Senior Center Payments	Memberships. Approximately 120 members with \$10/6months Essex Resident and \$15/6months Non-Resident	1,280	
020.310-Senior Center Payments	Activity Fees. Fees paid for activities that happen on site that is not a meal and addition to membership dues	910	
020.310-Senior Center Payments	Luncheons. Weekly luncheons \$2 - \$5 per meal/person, offered six months a year	810	
		3,000	
Total 020 Charges for Services			3,000
050 Donations			
050.000-Donation Revenue	Misc. private donations		2,000
050.002-Fund Raising Revenue			300
Total 050 Donations			2,300
Total Revenues			5,300
Expenditure			
300-699 Operating Expenses			
330.000-Professional Services	Cleaning service including mats in the winter		1,500
431.000-R&M Buildings and Grounds			500
442.000-Rental of Vehicles or Equipment	Copier rental and usage		600
610.000-General Supplies			500
Total 300-699 Operating Expenses			3,100
820-850 Program & Event Expenses			
830.000-Regular Programs			2,000
Total 820-850 Program & Event Expenses			2,000
Total Expenditure			5,100
Net Total			200

Memo

To: Essex Junction City Council

From: Brad Luck, Recreation Director

Meeting Date: January 25, 2023

Agenda Item: FY24 EJP Program Fund Budget

The FY24 EJP Program Fund budget represents the planned revenues and expenses for FY24. Based on our experiences, past participation, and anticipated new programs, staff generate program pricing, participation estimates, and expected staffing and program related expenses. Items in the Program Fund include administration, Maple Street Pool, parks, programs and events, preschool, and licensed childcare after school care, vacation camps, and summer day camps. The Program Fund is an enterprise fund whereby all revenues cover the expenses. The Fund is self-sufficient without tax revenue support.

Seventeen of EJP's full-time staff are paid for from the Program Fund. The Maple Street Pool is self-sustaining for its direct costs. Community events like the July 4th Celebration, Construction Junction, the Egg Hunt, Essex Has Talent, Movie Nights, Picnic in the Park, Winter Carnival, and Pumpkin Palooza are paid for out of the Program Fund.

EJP's General Fund Budget (tax supported) is 89% salary and benefits. The FY24 EJP General Fund proposed budget is \$1.4M and the Program Fund budget is \$3.2M, representing 30% and 70% respectively of total recreation spending.

Attachments

- FY24 EJP Program Fund Budget

FY24 EJRP Program Summary									
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues									
Admin	-	120,390	-	413,783	-	-	-	n/a	grants
Pool	166,830	94,428	128,273	134,538	167,664	158,339	(9,325)	-6%	
Parks	13,074	12,618	12,549	36,393	12,549	18,379	5,830	46%	
Programs	287,071	151,898	321,197	351,789	359,368	435,210	75,842	21%	
After School	767,229	1,135,937	1,258,603	1,273,714	1,386,548	1,510,734	124,186	9%	
Preschool	373,037	357,159	390,475	358,082	397,508	438,868	41,360	10%	
Summer Day Camp	338,010	343,522	478,920	494,133	538,825	618,635	79,810	15%	
Total Revenues	1,945,251	2,215,952	2,590,017	3,062,432	2,862,462	3,180,165	317,703	11%	
Expenditures									
Admin	74,059	117,412	79,235	129,596	177,329	88,020	(89,309)	-50%	
Pool	136,424	148,247	150,803	151,993	157,818	155,939	(1,879)	-1%	
Parks	21,173	10,608	27,363	19,598	34,158	36,648	2,490	7%	
Programs	277,788	142,594	313,371	348,333	294,954	496,069	201,115	68%	
After School	765,082	984,774	1,266,141	1,096,527	1,285,454	1,382,302	96,848	8%	
Preschool	369,824	363,279	390,242	390,599	407,409	450,933	43,524	11%	
Summer Day Camp	302,812	349,190	462,126	519,903	504,712	586,935	82,223	16%	
Total Expenditures	1,947,162	2,116,104	2,689,281	2,656,549	2,861,834	3,196,846	335,012	12%	

Costing Center	259-30-10 - EJRP Programs Admin									
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes	
Revenues										
040.000-Intergov: Federal Grant	-	120,002	-	183,458	-	-	-	n/a		
040.832-Federal Grant ARPA	-	-	-	209,942	-	-	-	n/a		
060.000-Interest Income	-	388	-	1,013	-	-	-	n/a		
098.000-Miscellaneous Revenue	-	-	-	19,370	-	-	-	n/a		
Total Revenues	-	120,390	-	413,783	-	-	-	n/a		
Expenditure										
110.000-Regular Salaries	-	-	-	4,258	51,064	-	(51,064)	-100.0%	moved to programs	
120.000-Part Time Salaries	4,840	242	4,840	453	-	-	-	n/a		
210.000-Group Insurance	-	-	-	-	24,865	-	(24,865)	-100.0%		
220.000-Social Security	370	29	370	258	3,906	-	(3,906)	-100.0%		
230.000-Retirement	-	-	-	224	4,085	-	(4,085)	-100.0%		
250.000-Unemployment Insurance	-	3,230	-	2,048	-	4,282	4,282	n/a	VLCT bill for CY23	
260.000-Workers Comp insurance	35,376	33,509	40,552	35,570	40,552	50,000	9,448	23.3%	estimate 3% increase over 2022 actual	
330.000-Professional Services	3,750	4,419	3,750	2,413	6,000	4,500	(1,500)	-25.0%		
442.000-Rental of Vehicles or Equipment	2,135	5,165	2,135	3,973	2,135	2,135	-	0.0%		
500.000-Training, Conferences, Dues	10,250	4,439	10,250	10,523	15,549	9,500	(6,049)	-38.9%		
530.000-Communications	-	157	-	-	-	-	-	n/a		
550.000-Printing and Binding	12,860	2,968	12,860	6,901	22,220	10,500	(11,720)	-52.7%		
560.000-Postage	4,478	2,025	4,478	1,956	6,953	7,103	150	2.2%		
561.000-Credit Card Processing Fees	-	44,627	-	61,018	-	-	-	n/a		
790.000-Depreciation Expense	-	16,602	-	-	-	-	-	n/a		
Total Expenditure	74,059	117,412	79,235	129,596	177,329	88,020	(89,309)	-50.4%		
Net EJRP Program Fund	(74,059)	2,978	(79,235)	284,187	(177,329)	(88,020)				

Costing Center	259-30-11 - EJRP Pool									
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes	
Revenues										
020.304-Pool Day Admissions	71,727	40,157	53,795	55,396	72,444	68,444	(4,000)	-5.5%		
020.305-Pool Memberships	42,868	27,282	32,151	35,496	43,296	40,843	(2,453)	-5.7%		
020.306-Swim Lessons	52,235	26,989	42,327	43,646	51,924	49,052	(2,872)	-5.5%		
Total Revenues	166,830	94,428	128,273	134,538	167,664	158,339	(9,325)	-5.6%		
Expenditure										
120.000-Part Time Salaries	93,462	109,494	105,427	98,634	108,694	108,972	278	0.3%		
130.000-Overtime	-	1,065	-	6,729	-	-	-	n/a		
220.000-Social Security	7,150	8,489	8,065	8,086	8,316	8,336	20	0.2%		
330.000-Professional Services	5,812	3,614	6,046	3,280	6,580	5,080	(1,500)	-22.8%		
410.000-Water and Sewer Charges	2,749	-	3,428	-	2,701	-	(2,701)	-100.0%		
431.000-R&M Buildings and Grounds	21,130	20,143	21,887	22,738	25,887	29,189	3,302	12.8%		
610.000-General Supplies	6,121	5,442	5,950	12,528	5,640	4,362	(1,278)	-22.7%		
Total Expenditure	136,424	148,247	150,803	151,993	157,818	155,939	(1,879)	-1.2%		
Net EJRP Program Fund	30,406	(53,819)	(22,530)	(17,455)	9,846	2,400				

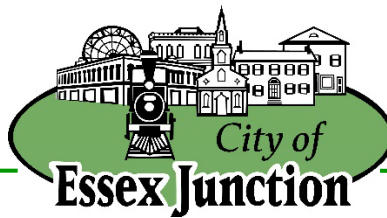
Costing Center	259-30-12 - EJRP Programs Parks and Facilities								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change Notes	
Revenues									
020.308-Facility & Field Rental	13,074	12,618	12,549	35,293	12,549	18,379	5,830	46.5%	
050.000-Donations	-	-	-	1,100	-	-	-		
Total Revenues	13,074	12,618	12,549	36,393	12,549	18,379	5,830	46.5%	
Expenditure									
120.000-Part Time Salaries	7,225	8,639	7,922	6,139	7,922	7,922	-	0.0% park patrol	
220.000-Social Security	553	661	606	470	606	606	0	0.0%	
330.000-Professional Services	2,500	-	2,500	7,181	13,110	9,000	(4,110)	-31.4%	
442.000-Rental of Vehicles or Equipment	4,800	-	7,200	1,089	7,200	13,800	6,600	91.7%	
500.000-Training, Conferences, Dues	3,500	20	3,500	3,925	4,000	4,000	-	0.0%	
530.000-Communications	1,320	1,288	1,320	636	1,320	1,320	-	0.0%	
610.000-General Supplies	1,275	-	4,315	157	-	-	-	n/a	
Total Expenditure	21,173	10,608	27,363	19,598	34,158	36,648	2,490	7.3%	
Net EJRP Program Fund	(8,099)	2,010	(14,814)	16,796	(21,609)	(18,269)			

Costing Center	259-30-14 - EJRP Recreation Programs									
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes	
Revenues										
020.311-Youth Programs	185,451	66,611	226,662	213,643	203,155	250,040	46,885	23.1%		
020.312-Adult Programs	74,070	84,122	87,585	124,096	129,663	146,320	16,657	12.8%		
050.000-Donation Revenue	7,550	875	6,950	950	26,550	38,850	12,300	46.3%		
050.150-Donations - Memorial Day Parade	20,000	290	-	13,100	-	-	-	n/a		
Total Revenues	287,071	151,898	321,197	351,789	359,368	435,210	75,842	21.1%		
Expenditure										
110.000-Regular Salaries	27,028	26,172	13,820	14,203	-	53,745	53,745	n/a		
120.000-Part Time Salaries	19,877	-	4,369	6,974	14,400	30,968	16,568	115.1%		
210.000-Group Insurance	-	-	7,877	-	-	25,158	25,158	n/a		
220.000-Social Security	2,837	1,998	1,398	1,611	1,102	6,507	5,405	490.5%		
230.000-Retirement	-	-	1,382	-	-	4,434	4,434	n/a		
290.000-Other Employee Benefits	-	-	88	-	-	350	350	n/a		
330.000-Professional Services	180,077	103,974	256,513	275,899	241,880	329,262	87,382	36.1%		
410.000-Water and Sewer Charges	800	904	800	-	800	800	-	0.0%		
431.000-R&M Buildings and Grounds	250	-	200	-	800	1,300	500	62.5%		
441.000-Rental of Land or Buildings	600	-	600	-	600	-	(600)	-100.0%		
442.000-Rental of Vehicles or Equipment	1,400	-	1,400	-	900	2,000	1,100	122.2%		
500.000-Training, Conferences, Dues	700	449	700	2,401	750	6,784	6,034	804.5%		
540.000-Advertising	200	-	200	-	200	-	(200)	-100.0%		
560.000-Postage	-	-	-	-	-	-	-	n/a		
580.000-Travel	-	600	-	-	-	-	-	n/a		
610.000-General Supplies	24,519	8,497	24,024	37,929	30,610	34,761	4,151	13.6%		
831.000-Special or New Programs	-	-	-	-	2,912	-	(2,912)	-100.0%		
850.150-Memorial Day Parade	19,500	-	-	9,318	-	-	-	n/a		
Total Expenditure	277,788	142,594	313,371	348,333	294,954	496,069	201,115	68.2%		
Net EJRP Program Fund	9,283	9,304	7,826	3,455	64,414	(60,859)				

Costing Center	259-30-15 - EJRP After School Care								
	2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change Notes	
Revenues									
020.311-Youth Programs	40,500	35,634	66,500	10,547	-	-	-	n/a	
020.313-Childcare	676,683	1,021,451	1,087,910	1,141,154	1,247,624	1,369,027	121,403	9.7%	
020.315-Shared Staffing Contract	50,046	78,852	104,193	122,012	138,924	141,707	2,783	2.0%	
Total Revenues	767,229	1,135,937	1,258,603	1,273,714	1,386,548	1,510,734	124,186	9.0%	
Expenditure									
110.000-Regular Salaries	265,037	424,079	462,544	412,007	483,791	561,969	78,178	16.2%	
120.000-Part Time Salaries	187,302	297,948	354,015	274,151	390,955	379,133	(11,822)	-3.0%	
130.000-Overtime	-	-	6,115	4,646	-	-	-	n/a	
150.000-Shared Employee Expense	-	-	-	-	-	-	-	n/a	
210.000-Group Insurance	95,318	66,809	128,041	76,741	95,989	135,435	39,446	41.1%	
220.000-Social Security	34,605	55,289	64,003	52,866	64,612	72,289	7,677	11.9%	
230.000-Retirement	32,142	36,675	46,289	41,025	44,165	43,846	(319)	-0.7%	
290.000-Other Employee Benefits	-	-	3,620	-	4,200	3,850	(350)	-8.3%	
330.000-Professional Services	40,960	36,459	32,524	25,888	31,480	51,917	20,437	64.9%	
500.000-Training, Conferences, Dues	19,155	3,191	21,146	9,186	36,940	25,045	(11,895)	-32.2%	
530.000-Communications	4,620	14,867	7,260	8,331	5,700	7,920	2,220	38.9% cell phone stipends	
580.000-Travel	34,109	6,395	67,412	8,029	54,380	20,100	(34,280)	-63.0%	
610.000-General Supplies	37,296	41,727	58,634	82,024	53,286	57,792	4,506	8.5%	
626.000-Gasoline	1,900	965	1,900	2,951	2,650	5,500	2,850	107.5%	
750.000-Machinery & Equipment	-	-	-	14,151	-	-	-	n/a	
751.000-Vehicle Purchase	-	-	-	84,530	-	17,506	17,506	n/a	
975.000-Interest Expense - Leases	12,638	71	12,638	-	17,306	-	(17,306)	-100.0%	
995.000-Interest on Cash	-	299	-	-	-	-	-	n/a	
Total Expenditure	765,082	984,774	1,266,141	1,096,527	1,285,454	1,382,302	96,848	7.5%	
Net EJRP Program Fund	2,147	151,163	(7,538)	177,187	101,094	128,432			

Costing Center		259-30-16 - EJRP Preschool								
		2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2024 Budget	\$ Change	% Change	Notes
Revenues										
020.313-Childcare		373,037	357,159	390,475	358,082	397,508	438,868	41,360	10.4%	
Total Revenues		373,037	357,159	390,475	358,082	397,508	438,868	41,360	10.4%	
Expenditure										
110.000-Regular Salaries		202,888	203,956	193,272	206,516	203,065	249,948	46,883	23.1%	
120.000-Part Time Salaries		24,970	31,751	41,109	41,520	37,480	12,186	(25,294)	-67.5%	
130.000-Overtime		-	77	-	311	-	-	-	n/a	
210.000-Group Insurance		87,370	76,393	98,852	87,030	112,206	126,922	14,716	13.1%	
220.000-Social Security		17,431	17,613	18,038	18,920	18,509	20,187	1,678	9.1%	
230.000-Retirement		18,921	18,306	19,327	20,535	20,307	23,098	2,791	13.7%	
290.000-Other Employee Benefits		-	-	1,400	-	1,400	1,750	350	25.0%	
330.000-Professional Services		3,114	1,158	3,114	2,376	3,114	3,114	-	0.0%	
431.000-R&M Buildings and Grounds		-	-	-	-	-	-	-	n/a	
500.000-Training, Conferences, Dues		8,902	5,636	8,902	2,768	5,100	7,500	2,400	47.1%	
530.000-Communications		-	-	-	-	-	-	-	n/a	
580.000-Travel		1,728	-	1,728	-	1,728	1,728	-	0.0%	
610.000-General Supplies		4,500	8,389	4,500	10,623	4,500	4,500	-	0.0%	
Total Expenditure		369,824	363,279	390,242	390,599	407,409	450,933	43,524	10.7%	
Net EJRP Program Fund		3,213	(6,120)	233	(32,517)	(9,901)	(12,065)			

Costing Center		259-30-17 - EJRP Summer Day Camps									
		2021 Budget	2021 Actual	2022 Budget	2022 PRELIMINARY Actual	2023 Budget	2023 Budget	\$ Change	% Change	Notes	
Revenues											
020.313-Childcare		338,010	343,522	478,920	494,133	538,825	618,635	79,810	14.8%		
Total Revenues		338,010	343,522	478,920	494,133	538,825	618,635	79,810	14.8%		
Expenditure											
110.000-Regular Salaries		42,714	31,367	50,310	24,023	60,195	73,501	13,306	22.1%		
120.000-Part Time Salaries		182,169	224,030	293,123	317,369	308,642	355,071	46,429	15.0%		
130.000-Overtime		-	5,626	-	22,518	-	-	-	n/a		
220.000-Social Security		17,204	19,872	26,273	27,706	28,215	32,786	4,571	16.2%		
330.000-Professional Services		6,495	16,779	9,290	21,898	8,905	64,585	55,680	625.3%		
580.000-Travel		36,654	21,944	51,399	78,163	72,240	34,300	(37,940)	-52.5%		
610.000-General Supplies		17,476	29,530	31,631	28,228	26,515	26,692	177	0.7%		
626.000-Gasoline		100	42	100	-	-	-	-	n/a		
Total Expenditure		302,812	349,190	462,126	519,903	504,712	586,935	82,223	16.3%		
Net EJRP Program Fund		35,198	(5,668)	16,794	(25,770)	34,113	31,700				



MEMORANDUM

To: City Council
From: Regina Mahony, City Manager
Meeting Date: 2/8/2023
Subject: FY24 Preliminary Proposed Budget

Issue

The issue is to continue working on the proposed budget following the first public hearing. The second public hearing on the FY24 proposed general fund budget and capital programs is Wednesday, February 22, 2023.

Discussion

Staff have identified a few items that need to be adjusted since the January 25th budget was prepared:

1. Increase the election budget to include mailing ballots and to reflect actual expenses from last two years. *Increase of \$17,000*
2. Put other committee stipends on a separate line from the Council stipends in the Legislative budget.
3. Add committee stipends for 3 additional city committees. *Estimated increase of \$10,500*

The second public hearing on the FY24 proposed general fund budget and capital programs is Wednesday, February 22, 2023. The budget can either be approved that night or on March 8, 2022.

Recommendation

Authorize staff to make changes as discussed tonight, or table any decisions to February 22, 2023.

Date: 2/2/2023
To: Essex Junction City Council
Cc: Regina Mahony
From: Raj Chawla

Subject: Follow-up - Proposed City Council Stipend Amounts

On January 25th, I proposed that the city council raise stipends in the FY24 budget for city council members to \$6,500 per year with an annual increase for inflation. I presented data that showed the average time requirement for a city council member to be 21 hours per month.

Our board does not reflect the community we serve. *While this is certainly not our intent, it is the reality.* The benefits of diversity are clear and well researched. Diverse teams outperform less diverse teams. As we begin as a new city, we must ensure that all feel they belong and that we are serious in our stated goals of becoming a welcoming and inclusive city. I view this stipend increase as an important and necessary step in achieving this goal. We are also in a position of setting a tone for the new city moving forward, one that takes inclusion, equity, and diversity seriously by beginning to address barriers of all kinds that keep residents from serving their community on this board. The excerpt below references the Vermont Legislature. It applies equally on the local level.

“Representation matters. Those who serve Vermont must understand—not just intellectually, but on a deep and personal level—the hardships inherent in Vermont life. These include costs and availability of child-care, the lack of healthcare benefits and family leave, low wages, scarcity of affordable housing, limited public transportation and the systemic barriers to achieving a financially secure, safe and well-balanced life. These are the life experiences that Legislators should draw from when competing demands for funds and interests are at stake.”

-Report of the Vermont Racial Equity Task Force
(2021)

The report referenced above states, that without proportional representation, “people in local leadership positions remain unaware of their biases or shortcomings and perpetuate a system wherein marginalized voices are further excluded from community affairs.” During our last meeting, much time was spent discussing diversity with a narrow lens. We need to remember that diversifying our boards also includes welcoming people from different family configurations, economic backgrounds and life experiences, to name just a few.

It is true that the amount one is paid is not the only barrier to serving on our board. It is equally true that few would or could do this work for the money alone. As a community, we have many young families, people with more than one job, variable schedules and many who work 2nd or 3rd shifts at companies such as UVM Health and Global Foundries. Our housing prices are very high. We are adding apartments at a rapid clip and welcoming a much wider demographic. We say we desire a more diverse membership on our boards and committees though our governance model is not welcoming to those with any sort of difference or those historically underrepresented. Our board has remained rather static in terms of its makeup, and the city has historically struggled to recruit diverse voices for our committees. Until last year, the stipend was \$500.00.

Our community and state are holding on to the assumption that this work is voluntary and done out of an overwhelming sense of community, a tradition of *noblesse oblige*. The intention here is to facilitate someone's desire to serve their community because we value their perspective, and an acknowledgement that we NEED their perspective to grow as a community. When more members of our community can access these positions, we are a better community, a more welcoming and thriving community. Compensation is by no means the only answer or the single most important barrier to participation. It is, however, one we can address immediately and a primary tool to address many of the obstacles that DO prevent participation.

The tables below detail the calculation of city councilor time, discuss livable wages in Vermont, and calculate sample stipend amounts. The data do not reflect the added workload of the President role, which should be discussed as the time required of that position is significantly higher. There are many ways of establishing a

baseline stipend. I've elected to reference the 2021 Vermont Legislative Joint Fiscal Office "[Vermont Basic Needs Budget and Livable Wage](#)" report prepared in accordance with 2 V.S.A. § 526. Table 2 features this data. I calculated the average of seven livable wage calculations for hypothetical family configurations. The report authors crafted sample household budgets for those family configurations. Methods and definitions can be accessed in the report. The average wage - \$25.73.

Table 1 calculates the average monthly time required of a city councilor. This includes regular and special meetings, including time for work outside of meetings. This might include meeting with residents, business owners, community conversations, or special events where a councilor might represent the city.

	Quantity	Meeting Hours	Two Prep Hours Per meeting
Regular meetings	24	72	48
Annual meeting	1	2	1
Election day - City Council is BCA (1/2 day)	1	4	0
Budget day	1	8	2
Other committees (avg 2 hours per mtg)	12	24	18
Special Meetings full year w/ 1 hour prep each ¹	12	12	12
Constituent services, meetings, communication, community conversations etc. (~4 hours / month)		48	
Total		ANNUAL 251	MONTHLY 21
¹ Assuming one 1-hour meeting per month. These would be joint meetings with other city committees, housing, planning, DRB, city council acting as dog bite committee, liquor control board, local cannabis control board, meetings with Essex SB as needed.			

Table 2: Calculated livable wage, urban area. VLJFO Report 2021. Average: \$25.73

Family Type	Urban
Single Person	\$18.49
Single Person, Shared Housing	\$14.97
Single Parent, One Child	\$32.58
Single Parent, Two Children	\$41.78
Two Adults, No Children	\$14.02
Two Adults, Two Children (one wage earner)	\$34.47
Two Adults, Two Children (two wage earners)	\$23.81

Table 3: Options and examples of different benchmarks for income and associated budget impact

	Total hours	Hourly Rate	Annual Rate per councilor	Net change 5 members
Current Stipend	251	\$3.98	\$1,000	
Proposed FY24 Stipend	251	\$5.98	\$1,500	\$2,500.00
Current VT minimum wage	251	13.18	\$3,308.18	\$9,040.90
Documented Livable Wage Average ²	251	\$25.73	\$6,458.23	\$24,791.50
² Vermont Basic Needs Budgets And Livable Wage. Prepared in accordance with 2 V.S.A. 526. https://ljfo.vermont.gov/assets/Subjects/Basic-Needs-Budgets/1defd5222f/2021-Basic-Needs-Budget-and-Livable-Wage-report-FINAL-1-16-2021.pdf				

Cost: Our FY24 budget, as proposed, lists city council stipends at \$1,500 each for a total of \$7,500. Options and impacts are listed below. These figures include payroll taxes associated with the stipends.

Increasing the individual stipend to \$3,000 = 0.1% tax rate increase or a \$2.01 increase for a \$280,000 home
Increasing the individual stipend to \$4,500 = 0.2% tax rate increase or a \$4.01 increase for a \$280,000 home
Increasing the individual stipend to \$6,500 = 0.3% tax rate increase or a \$6.69 increase for a \$280,000 home

Recommendation: This information is provided for discussion and possible inclusion in the FY24 budget, including a measure for annual increase for inflation.

MEMORANDUM

TO: City Council
FROM: Susan McNamara-Hill, City Clerk & Regina Mahony, City Manager
DATE: February 8, 2023
SUBJECT: 2023 Annual City Meeting

Issue

The issue is whether or not the City Council will approve changing the date of the Annual meeting to April 11, 2023.

Discussion

Based on the 2022 Village annual election, the date of the 2023 Annual meeting was set as April 5, 2023 with Australian balloting to take place on April 11, 2023. Under the City of Essex Junction Charter, all annual meeting items are voted on by Australian ballot.

It has also been brought to staff's attention that April 5th is the first day of Passover.

The Governor recently signed H.42 which allows municipalities to change the date of their annual meetings. Based on this new bill, the council could change the date of the Annual Meeting to April 11th with an informational hearing to be held on April 10th.

An informational meeting is required 10 days prior to the Annual Meeting. As discussed in memo on this topic for January 25th meeting, Monday, 4/10 is the only real viable option for this meeting. However, the school is holding their informational meeting that night at the High School and it doesn't make sense to combine efforts at this point in time.

Staff is aware of the community dinner and event that used to take place and investigated whether we can replicate that at some point in the lead up to the annual election. Unfortunately, that isn't possible now. Therefore, an online only informational meeting on Monday, April 10th at 6:30pm makes the most sense. This meeting can still be moderated and will cover all ballot items like has been done in the past.

The attached Annual Meeting/Election Preparation Schedule is included to explain the timeline and schedule including remaining public hearings on the budget and proposed charter changes.

Cost

There is no additional cost associated with this matter.

Recommendation

Staff recommends that the City Council vote to change the date of the Annual Meeting to April 11, 2023 as allowed under H.42.

Recommended Motion:

If the City Council wishes to move forward with the recommendation:

“I move that the City Council move the 2023 Annual Meeting from Wednesday, April 5, 2023 to Tuesday, April 11, 2023 to vote for the Village officers and transact any business involving voting by Australian ballot.”

City of Essex Junction 2023 Annual Meeting/Election Preparation Schedule

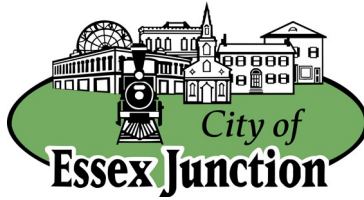
February 8, 2023	First public hearing on Budget.
February 22, 2023	Second public hearing on Budget.
February 23, 2023	Last day for voters to file a petition with the City clerk to have an article appear on the ballot. 17 V.S.A. 2642(a)(3)(A) (47 days prior to City meeting). Petition must contain signatures from at least 5% of registered voters in the municipality.
February 24, 2023	File official charter amendments with city clerk.
March 6, 2023	First public hearing on Charter Amendments 6:30 p.m.
March 6, 2023	5:00 p.m. - deadline for Nominating Petitions and Consent of Candidate forms to be filed with City Clerk. Nominating petitions must contain at least 30 valid signatures (<i>6th Monday before Election</i>)
March 8, 2023	Council Meeting – Adopt Warning for City Meeting (<i>At least 30 days before Annual Meeting</i>)
March 2nd thru 12th th	Warning to be posted in two public places, plus in or near the Clerk’s office, between these dates. (<i>No earlier than 40, nor later than 30 days before Annual Meeting</i>)
March 13, 2023	Second public hearing on Charter Amendments.
March 22, 2023	Ballots must be ready by this date. 17 V.S.A. 2681a(a). If legislative body has voted to mail ballots to all active voters, ballots must be mailed by this date.
March 30, 2023	Post warning for public informational hearing on public question to be voted by Australian ballot at a City meeting. The warning must be posted in at least two public places within the municipality and in the City clerk’s office at least 10 days before the public informational meeting. The legislative body is responsible for the administration of the informational hearing and the preparation of minutes. 17 V.S.A. 2680(g)
March 31, 2023	Must distribute City meeting warning in annual City report (at least 10 days prior to City meeting) or other written form by this date to all postal patrons in the municipality to avoid publishing warning in newspaper (if publishing in the newspaper that must happen at least 5 days before City meeting). 24 V.S.A. 1682, 17 V.S.A. 2641(b)
April 5, 2023	Currently scheduled “Annual meeting”/Informational meeting – <i>expected to be changed on 2/8/22</i>

April 10, 2023

Informational hearing. Last day for legislative body to hold public informational hearing on any public question to be voted by Australian ballot at City meeting. 17 V.S.A. 2680(g).

April 11, 2023

Annual Meeting/Election - Polls open 7:00 a.m. to 7:00 p.m.



MEMORANDUM

TO: City of Essex Junction City Council
FROM: Regina Mahony, City Manager
Ricky Jones, Public Works Superintendent
cc: Jess Morris, Finance Director
Richard Hamlin, PE, Hamlin Engineering
Ande DeForge, Vermont Agency of Transportation
Kenneth Robie, PE, DuBois and King

MEETING DATE: February 8, 2023
SUBJECT: Crescent Connector Phase 2 Replacement Bid Award

Issue: To award a contract for the construction of the second phase of the Crescent Connector Project

Discussion: The second phase of the Crescent Connector Project will consist of the construction of a new roadway connecting Park Street to Maple Street and the reconstruction of Railroad Street. It will also include the installation of new traffic signals at Park Street and Maple Street. The project will include bike lanes and new sidewalks and the entire route will have new street lights installed. Phase 1 of this project, which focused on railroad crossing improvements within the City core, was completed this summer with final details being addressed now. Both phases of this project have been in development for the past 12 years and construction of Phase 2 will bring this long-term project to completion. This project was publicly advertised for bids and five qualified bidders responded.

DuBois and King, Inc. provided engineering design services and bid phase services. Donald L. Hamlin Consulting Engineers, Inc. will provide construction inspection and testing services. These services were procured through Request for Qualifications (RFQ) and the VTrans At the Ready process. Construction is expected to commence during the 2023 construction season and will be completed in the 2024 construction season.

Costs: The lowest bid was submitted by Engineers Construction, Inc. at \$8,014,390.00. A Bid Analysis and Bid Tabulation is attached. This bid was 1.6% less than the Engineer's Estimate. The design engineer and the Vermont Agency of Transportation have reviewed the bid and recommend that the low bid from Engineers Construction, Inc. be accepted. Their analysis found no disadvantage to the project in accepting the low bid.

Construction inspection, material testing, and hazardous soils monitoring services will not exceed \$1,015,273.

Funding for this project, except for a few non-participating items requested by the City (bike racks, bike boxes, EV charging station, and trees) is completely funded by State and Federal Funds. A portion of the costs related to disposal of contaminated soils may also need to be paid for by the City. We await a determination from VTrans on the level of City participation required. A spreadsheet showing the non-participating items is also attached. The cost to the City ranges from \$105,132.50 to \$624,852.50.

Recommendation: It is recommended that the City Council award the Crescent Connector Phase 2 Project to the lowest bidder, Engineers Construction, Inc. and authorize Hamlin Engineering to manage the construction phase of the project and authorize the City Manager to execute the contracts.

**ESSEX JCT STP 5300(13) - CRESCENT CONNECTOR
 BID TABULATION
 BID OPENING JANUARY 12, 2023**

ITEM NO:	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
201.10	CLEARING AND GRUBBING, INCLUDING INDIVIDUAL TREES AND STUM	1	LS	\$ 15,493.78	\$ 15,493.78	\$ 14,700.00	\$ 14,700.00	\$ 50,000.00	\$ 50,000.00	\$ 65,000.00	\$ 65,000.00	\$ 205,000.00	\$ 205,000.00
203.15	COMMON EXCAVATION	9400	CY	\$ 42.00	\$ 394,800.00	\$ 29.00	\$ 272,600.00	\$ 35.50	\$ 333,700.00	\$ 43.00	\$ 404,200.00	\$ 46.00	\$ 432,400.00
203.16	SOLID ROCK EXCAVATION	420	CY	\$ 100.00	\$ 42,000.00	\$ 30.00	\$ 12,600.00	\$ 100.00	\$ 42,000.00	\$ 140.00	\$ 58,800.00	\$ 250.00	\$ 105,000.00
203.31	SAND BORROW	800	CY	\$ 42.00	\$ 33,600.00	\$ 50.00	\$ 40,000.00	\$ 55.00	\$ 44,000.00	\$ 52.00	\$ 41,600.00	\$ 85.00	\$ 68,000.00
204.20	TRENCH EXCAVATION OF EARTH	2100	CY	\$ 47.00	\$ 98,700.00	\$ 43.00	\$ 90,300.00	\$ 40.00	\$ 84,000.00	\$ 67.00	\$ 140,700.00	\$ 75.00	\$ 157,500.00
204.21	TRENCH EXCAVATION OF ROCK	200	CY	\$ 200.00	\$ 40,000.00	\$ 160.00	\$ 32,000.00	\$ 150.00	\$ 30,000.00	\$ 150.00	\$ 30,000.00	\$ 300.00	\$ 60,000.00
204.22	TRENCH EXCAVATION OF EARTH, EXPLORATORY (N.A.B.I.)	50	CY	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00
204.30	GRANULAR BACKFILL FOR STRUCTURES	1900	CY	\$ 40.25	\$ 76,475.00	\$ 47.00	\$ 89,300.00	\$ 60.00	\$ 114,000.00	\$ 20.00	\$ 38,000.00	\$ 90.00	\$ 171,000.00
210.10	COARSE-MILLING, BITUMINOUS PAVEMENT	4000	SY	\$ 6.00	\$ 24,000.00	\$ 6.00	\$ 24,000.00	\$ 8.50	\$ 34,000.00	\$ 6.00	\$ 24,000.00	\$ 7.00	\$ 28,000.00
301.26	SUBBASE OF CRUSHED GRAVEL, FINE GRADED	2500	CY	\$ 62.00	\$ 155,000.00	\$ 105.00	\$ 262,500.00	\$ 60.00	\$ 150,000.00	\$ 68.00	\$ 170,000.00	\$ 66.00	\$ 165,000.00
301.35	SUBBASE OF DENSE GRADED CRUSHED STONE	5300	CY	\$ 55.00	\$ 291,500.00	\$ 63.00	\$ 333,900.00	\$ 60.00	\$ 318,000.00	\$ 60.00	\$ 318,000.00	\$ 71.00	\$ 376,300.00
404.65	EMULSIFIED ASPHALT	80	CWT	\$ 100.00	\$ 8,000.00	\$ 52.00	\$ 4,160.00	\$ 100.00	\$ 8,000.00	\$ 50.00	\$ 4,000.00	\$ 55.00	\$ 4,400.00
406.35	SUPERPAVE BITUMINOUS CONCRETE PAVEMENT	3200	TON	\$ 175.00	\$ 560,000.00	\$ 150.00	\$ 480,000.00	\$ 180.00	\$ 576,000.00	\$ 145.00	\$ 464,000.00	\$ 190.00	\$ 608,000.00
406.38	HAND-PLACED BITUMINOUS CONCRETE MATERIAL, DRIVES	640	SY	\$ 33.00	\$ 21,120.00	\$ 48.00	\$ 30,720.00	\$ 55.00	\$ 35,200.00	\$ 37.00	\$ 23,680.00	\$ 55.00	\$ 35,200.00
406.45	BITUMINOUS CONCRETE PAVEMENT SURFACE PREPARATION	10	TON	\$ 350.00	\$ 3,500.00	\$ 420.00	\$ 4,200.00	\$ 400.00	\$ 4,000.00	\$ 450.00	\$ 4,500.00	\$ 460.00	\$ 4,600.00
406.50	PRICE ADJUSTMENT, ASPHALT CEMENT (N.A.B.I.)	1	LU	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
418.10	ASPHALTIC APPROACH MATERIAL	1140	SF	\$ 124.00	\$ 141,360.00	\$ 97.00	\$ 110,580.00	\$ 106.00	\$ 120,840.00	\$ 93.00	\$ 106,020.00	\$ 112.00	\$ 127,680.00
541.25	CONCRETE, CLASS B	1	CY	\$ 735.00	\$ 735.00	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,400.00	\$ 1,400.00
601.2605	12" CPEP(SL)	340	LF	\$ 56.00	\$ 19,040.00	\$ 55.00	\$ 18,700.00	\$ 99.00	\$ 33,660.00	\$ 68.00	\$ 23,120.00	\$ 103.00	\$ 35,020.00
601.2610	15" CPEP(SL)	1010	LF	\$ 48.00	\$ 48,480.00	\$ 55.00	\$ 55,550.00	\$ 105.00	\$ 106,050.00	\$ 72.00	\$ 72,720.00	\$ 93.00	\$ 93,930.00
601.2615	18" CPEP(SL)	20	LF	\$ 150.00	\$ 3,000.00	\$ 110.00	\$ 2,200.00	\$ 117.00	\$ 2,340.00	\$ 81.00	\$ 1,620.00	\$ 152.00	\$ 3,040.00
601.2620	24" CPEP(SL)	310	LF	\$ 92.00	\$ 28,520.00	\$ 89.00	\$ 27,590.00	\$ 135.00	\$ 41,850.00	\$ 96.00	\$ 29,760.00	\$ 135.00	\$ 41,850.00
601.995	CLEANING CULVERT PIPE, IN-PLACE [0 TO 24 IN., INCL.]	100	LF	\$ 18.00	\$ 1,800.00	\$ 16.00	\$ 1,600.00	\$ 20.00	\$ 2,000.00	\$ 15.00	\$ 1,500.00	\$ 45.00	\$ 4,500.00
601.996	CLEANING CULVERT PIPE, IN-PLACE [GREATER THAN 24 IN.]	100	LF	\$ 31.00	\$ 3,100.00	\$ 21.00	\$ 2,100.00	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00	\$ 40.00	\$ 4,000.00
604.20	PRECAST REINFORCED CONCRETE CATCH BASIN WITH CAST IRON G	17	EACH	\$ 6,200.00	\$ 105,400.00	\$ 4,150.00	\$ 70,550.00	\$ 5,100.00	\$ 86,700.00	\$ 6,000.00	\$ 102,000.00	\$ 4,500.00	\$ 76,500.00
604.21	PRECAST REINFORCED CONCRETE MANHOLE WITH CAST IRON COVE	3	EACH	\$ 5,855.00	\$ 17,565.00	\$ 6,250.00	\$ 18,750.00	\$ 5,550.00	\$ 16,650.00	\$ 11,000.00	\$ 33,000.00	\$ 6,500.00	\$ 19,500.00
604.40	CHANGING ELEVATION OF DROP INLETS, CATCH BASINS, OR MANHOI	30	EACH	\$ 785.00	\$ 23,550.00	\$ 1,050.00	\$ 31,500.00	\$ 850.00	\$ 25,500.00	\$ 1,000.00	\$ 30,000.00	\$ 1,400.00	\$ 42,000.00
604.412	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS I	17	EACH	\$ 1,100.00	\$ 18,700.00	\$ 1,350.00	\$ 22,950.00	\$ 1,500.00	\$ 25,500.00	\$ 1,300.00	\$ 22,100.00	\$ 1,600.00	\$ 27,200.00
604.415	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS II	2	EACH	\$ 1,300.00	\$ 2,600.00	\$ 1,550.00	\$ 3,100.00	\$ 1,750.00	\$ 3,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,700.00	\$ 7,400.00
604.418	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS III	2	EACH	\$ 1,500.00	\$ 3,000.00	\$ 1,550.00	\$ 3,100.00	\$ 2,000.00	\$ 4,000.00	\$ 1,500.00	\$ 3,000.00	\$ 4,500.00	\$ 9,000.00
604.42	CHANGING ELEVATION OF SEWER MANHOLES	7	EACH	\$ 960.00	\$ 6,720.00	\$ 1,050.00	\$ 7,350.00	\$ 850.00	\$ 5,950.00	\$ 1,000.00	\$ 7,000.00	\$ 1,400.00	\$ 9,800.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
604.55	CAST IRON COVER WITH FRAME	5	EACH	\$ 800.00	\$ 4,000.00	\$ 845.00	\$ 4,225.00	\$ 1,150.00	\$ 5,750.00	\$ 500.00	\$ 2,500.00	\$ 1,400.00	\$ 7,000.00
608.30	POWER BROOM RENTAL, TYPE I	100	HR	\$ 90.00	\$ 9,000.00	\$ 115.00	\$ 11,500.00	\$ 150.00	\$ 15,000.00	\$ 82.00	\$ 8,200.00	\$ 150.00	\$ 15,000.00
608.31	POWER BROOM RENTAL, TYPE II	100	HR	\$ 100.00	\$ 10,000.00	\$ 155.00	\$ 15,500.00	\$ 175.00	\$ 17,500.00	\$ 185.00	\$ 18,500.00	\$ 325.00	\$ 32,500.00
609.10	DUST CONTROL WITH WATER	20	MGAL	\$ 100.00	\$ 2,000.00	\$ 250.00	\$ 5,000.00	\$ 200.00	\$ 4,000.00	\$ 125.00	\$ 2,500.00	\$ 100.00	\$ 2,000.00
613.10	STONE FILL, TYPE I	15	CY	\$ 100.00	\$ 1,500.00	\$ 230.00	\$ 3,450.00	\$ 75.00	\$ 1,125.00	\$ 100.00	\$ 1,500.00	\$ 65.00	\$ 975.00
616.21	VERTICAL GRANITE CURB	4000	LF	\$ 78.00	\$ 312,000.00	\$ 62.00	\$ 248,000.00	\$ 75.00	\$ 300,000.00	\$ 50.00	\$ 200,000.00	\$ 86.00	\$ 344,000.00
616.21	VERTICAL GRANITE CURB (36")	80	LF	\$ 400.00	\$ 32,000.00	\$ 285.00	\$ 22,800.00	\$ 315.00	\$ 25,200.00	\$ 267.00	\$ 21,360.00	\$ 325.00	\$ 26,000.00
616.215	VERTICAL GRANITE CURB, MOUNTABLE	70	LF	\$ 100.00	\$ 7,000.00	\$ 105.00	\$ 7,350.00	\$ 111.00	\$ 7,770.00	\$ 83.00	\$ 5,810.00	\$ 125.00	\$ 8,750.00
616.27	CAST-IN-PLACE CONCRETE CURB, TYPE A	50	LF	\$ 80.00	\$ 4,000.00	\$ 88.00	\$ 4,400.00	\$ 70.00	\$ 3,500.00	\$ 83.00	\$ 4,150.00	\$ 74.00	\$ 3,700.00
616.41	REMOVAL OF EXISTING CURB	2300	LF	\$ 6.50	\$ 14,950.00	\$ 5.00	\$ 11,500.00	\$ 7.00	\$ 16,100.00	\$ 5.00	\$ 11,500.00	\$ 5.00	\$ 11,500.00
618.30	DETECTABLE WARNING SURFACE	330	SF	\$ 50.00	\$ 16,500.00	\$ 58.00	\$ 19,140.00	\$ 50.00	\$ 16,500.00	\$ 55.00	\$ 18,150.00	\$ 85.00	\$ 28,050.00
619.14	BOLLARDS	5	EACH	\$ 2,500.00	\$ 12,500.00	\$ 1,800.00	\$ 9,000.00	\$ 1,500.00	\$ 7,500.00	\$ 1,700.00	\$ 8,500.00	\$ 2,100.00	\$ 10,500.00
619.20	REMOVING AND RESETTING PROPERTY MARKERS	4	EACH	\$ 500.00	\$ 2,000.00	\$ 200.00	\$ 800.00	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00	\$ 2,875.00	\$ 11,500.00
620.55	REMOVAL OF EXISTING FENCE	370	LF	\$ 15.00	\$ 5,550.00	\$ 11.00	\$ 4,070.00	\$ 15.00	\$ 5,550.00	\$ 7.00	\$ 2,590.00	\$ 25.00	\$ 9,250.00
621.80	REMOVAL AND DISPOSAL OF GUARDRAIL	75	LF	\$ 12.00	\$ 900.00	\$ 33.00	\$ 2,475.00	\$ 10.00	\$ 750.00	\$ 20.00	\$ 1,500.00	\$ 32.00	\$ 2,400.00
622.10	INSULATION BOARD	20	MFBM	\$ 2,300.00	\$ 46,000.00	\$ 2,200.00	\$ 44,000.00	\$ 3,250.00	\$ 65,000.00	\$ 3,000.00	\$ 60,000.00	\$ 2,200.00	\$ 44,000.00
628.35	PVC SEWER PIPE (6")	50	LF	\$ 150.00	\$ 7,500.00	\$ 505.00	\$ 25,250.00	\$ 105.00	\$ 5,250.00	\$ 77.00	\$ 3,850.00	\$ 160.00	\$ 8,000.00
628.35	PVC SEWER PIPE (15")	50	LF	\$ 215.00	\$ 10,750.00	\$ 540.00	\$ 27,000.00	\$ 125.00	\$ 6,250.00	\$ 116.00	\$ 5,800.00	\$ 218.00	\$ 10,900.00
628.35	PVC SEWER PIPE (24")	50	LF	\$ 320.00	\$ 16,000.00	\$ 610.00	\$ 30,500.00	\$ 160.00	\$ 8,000.00	\$ 118.00	\$ 5,900.00	\$ 220.00	\$ 11,000.00
629.20	ADJUST ELEVATION OF VALVE BOX	34	EACH	\$ 580.00	\$ 19,720.00	\$ 260.00	\$ 8,840.00	\$ 250.00	\$ 8,500.00	\$ 206.00	\$ 7,004.00	\$ 202.00	\$ 6,868.00
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (6 INCH)	60	LF	\$ 100.00	\$ 6,000.00	\$ 125.00	\$ 7,500.00	\$ 120.00	\$ 7,200.00	\$ 111.00	\$ 6,660.00	\$ 186.00	\$ 11,160.00
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (8 INCH)	380	LF	\$ 106.00	\$ 40,280.00	\$ 135.00	\$ 51,300.00	\$ 150.00	\$ 57,000.00	\$ 129.00	\$ 49,020.00	\$ 215.00	\$ 81,700.00
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (10 INCH)	50	LF	\$ 377.00	\$ 18,850.00	\$ 310.00	\$ 15,500.00	\$ 300.00	\$ 15,000.00	\$ 275.00	\$ 13,750.00	\$ 240.00	\$ 12,000.00
629.27	GATE VALVE WITH VALVE BOX (6")	2	EACH	\$ 4,280.00	\$ 8,560.00	\$ 1,800.00	\$ 3,600.00	\$ 1,750.00	\$ 3,500.00	\$ 1,475.00	\$ 2,950.00	\$ 2,800.00	\$ 5,600.00
629.27	GATE VALVE WITH VALVE BOX (8")	2	EACH	\$ 4,280.00	\$ 8,560.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,050.00	\$ 4,100.00	\$ 3,400.00	\$ 6,800.00
629.28	HYDRANT	2	EACH	\$ 6,200.00	\$ 12,400.00	\$ 10,100.00	\$ 20,200.00	\$ 5,350.00	\$ 10,700.00	\$ 6,625.00	\$ 13,250.00	\$ 8,400.00	\$ 16,800.00
629.30	REMOVE HYDRANT	2	EACH	\$ 1,435.00	\$ 2,870.00	\$ 975.00	\$ 1,950.00	\$ 750.00	\$ 1,500.00	\$ 2,900.00	\$ 5,800.00	\$ 1,000.00	\$ 2,000.00
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (6 INCH)	1	EACH	\$ 10,000.00	\$ 10,000.00	\$ 7,550.00	\$ 7,550.00	\$ 10,500.00	\$ 10,500.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (8 INCH)	1	EACH	\$ 11,500.00	\$ 11,500.00	\$ 9,150.00	\$ 9,150.00	\$ 11,500.00	\$ 11,500.00	\$ 8,700.00	\$ 8,700.00	\$ 10,500.00	\$ 10,500.00
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (10 INCH)	2	EACH	\$ 12,500.00	\$ 25,000.00	\$ 12,200.00	\$ 24,400.00	\$ 13,500.00	\$ 27,000.00	\$ 13,000.00	\$ 26,000.00	\$ 15,000.00	\$ 30,000.00
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (8 INCH)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 3,150.00	\$ 3,150.00	\$ 5,000.00	\$ 5,000.00	\$ 10,600.00	\$ 10,600.00	\$ 100,000.00	\$ 100,000.00
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (10 INCH)	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 125,000.00	\$ 125,000.00
630.10	UNIFORMED TRAFFIC OFFICERS	1000	HR	\$ 60.00	\$ 60,000.00	\$ 81.00	\$ 81,000.00	\$ 85.00	\$ 85,000.00	\$ 105.00	\$ 105,000.00	\$ 103.50	\$ 103,500.00
630.15	FLAGGERS	7000	HR	\$ 30.00	\$ 210,000.00	\$ 64.00	\$ 448,000.00	\$ 60.00	\$ 420,000.00	\$ 60.00	\$ 420,000.00	\$ 70.00	\$ 490,000.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
631.16	TESTING EQUIPMENT, CONCRETE	1	LS	\$ 700.00	\$ 700.00	\$ 1,650.00	\$ 1,650.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,875.00	\$ 1,875.00
631.17	TESTING EQUIPMENT, BITUMINOUS	1	LS	\$ 500.00	\$ 500.00	\$ 1,550.00	\$ 1,550.00	\$ 500.03	\$ 500.03	\$ 500.00	\$ 500.00	\$ 1,725.00	\$ 1,725.00
632.10	RAILROAD FLAGGERS (N.A.B.I.)	75000	DL	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00
633.10	CPM SCHEDULE	8	EACH	\$ 500.00	\$ 4,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,250.00	\$ 10,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,500.00	\$ 12,000.00
635.11	MOBILIZATION/DEMOLITION	1	LS	\$ 540,000.00	\$ 540,000.00	\$ 950,000.00	\$ 950,000.00	\$ 940,000.00	\$ 940,000.00	\$ 960,000.00	\$ 960,000.00	\$ 1,100,000.00	\$ 1,100,000.00
641.11	TRAFFIC CONTROL, ALL-INCLUSIVE	1	LS	\$ 321,000.00	\$ 321,000.00	\$ 720,000.00	\$ 720,000.00	\$ 500,000.00	\$ 500,000.00	\$ 1,600,000.00	\$ 1,600,000.00	\$ 1,000,000.00	\$ 1,000,000.00
641.15	PORTABLE CHANGEABLE MESSAGE SIGN	6	EACH	\$ 11,800.00	\$ 70,800.00	\$ 7,650.00	\$ 45,900.00	\$ 6,500.00	\$ 39,000.00	\$ 10,000.00	\$ 60,000.00	\$ 12,000.00	\$ 72,000.00
646.403	DURABLE 4 INCH WHITE LINE, EPOXY PAINT	6100	LF	\$ 2.70	\$ 16,470.00	\$ 2.50	\$ 15,250.00	\$ 3.25	\$ 19,825.00	\$ 2.50	\$ 15,250.00	\$ 3.00	\$ 18,300.00
646.413	DURABLE 4 INCH YELLOW LINE, EPOXY PAINT	5400	LF	\$ 2.70	\$ 14,580.00	\$ 2.50	\$ 13,500.00	\$ 3.25	\$ 17,550.00	\$ 2.50	\$ 13,500.00	\$ 3.00	\$ 16,200.00
646.443	DURABLE 8 INCH WHITE LINE, EPOXY PAINT	220	LF	\$ 6.20	\$ 1,364.00	\$ 6.50	\$ 1,430.00	\$ 8.00	\$ 1,760.00	\$ 6.00	\$ 1,320.00	\$ 7.50	\$ 1,650.00
646.453	DURABLE 8 INCH YELLOW LINE, EPOXY PAINT	170	LF	\$ 6.20	\$ 1,054.00	\$ 6.50	\$ 1,105.00	\$ 8.00	\$ 1,360.00	\$ 6.00	\$ 1,020.00	\$ 8.00	\$ 1,360.00
646.483	DURABLE 24 INCH STOP BAR, EPOXY PAINT	350	LF	\$ 8.20	\$ 2,870.00	\$ 8.50	\$ 2,975.00	\$ 12.00	\$ 4,200.00	\$ 8.00	\$ 2,800.00	\$ 9.00	\$ 3,150.00
646.493	DURABLE LETTER OR SYMBOL, EPOXY PAINT	70	EACH	\$ 155.00	\$ 10,850.00	\$ 155.00	\$ 10,850.00	\$ 200.00	\$ 14,000.00	\$ 150.00	\$ 10,500.00	\$ 175.00	\$ 12,250.00
646.503	DURABLE CROSSWALK MARKING, EPOXY PAINT	490	LF	\$ 21.00	\$ 10,290.00	\$ 21.00	\$ 10,290.00	\$ 29.00	\$ 14,210.00	\$ 20.00	\$ 9,800.00	\$ 22.50	\$ 11,025.00
646.513	DURABLE RAILROAD CROSSING SYMBOL, EPOXY PAINT	9	EACH	\$ 1,100.00	\$ 9,900.00	\$ 1,050.00	\$ 9,450.00	\$ 1,300.00	\$ 11,700.00	\$ 1,000.00	\$ 9,000.00	\$ 1,100.00	\$ 9,900.00
646.602	TEMPORARY 4 INCH WHITE LINE, PAINT	10500	LF	\$ 0.50	\$ 5,250.00	\$ 0.50	\$ 5,250.00	\$ 1.25	\$ 13,125.00	\$ 0.50	\$ 5,250.00	\$ 0.65	\$ 6,825.00
646.612	TEMPORARY 4 INCH YELLOW LINE, PAINT	10700	LF	\$ 0.50	\$ 5,350.00	\$ 0.50	\$ 5,350.00	\$ 1.25	\$ 13,375.00	\$ 0.50	\$ 5,350.00	\$ 0.65	\$ 6,955.00
646.642	TEMPORARY 8 INCH WHITE LINE, PAINT	500	LF	\$ 2.50	\$ 1,250.00	\$ 2.50	\$ 1,250.00	\$ 3.00	\$ 1,500.00	\$ 2.50	\$ 1,250.00	\$ 5.25	\$ 2,625.00
646.652	TEMPORARY 8 INCH YELLOW LINE, PAINT	330	LF	\$ 2.50	\$ 825.00	\$ 2.50	\$ 825.00	\$ 3.00	\$ 990.00	\$ 2.50	\$ 825.00	\$ 3.50	\$ 1,155.00
646.682	TEMPORARY 24 INCH STOP BAR, PAINT	550	LF	\$ 4.00	\$ 2,200.00	\$ 4.00	\$ 2,200.00	\$ 6.00	\$ 3,300.00	\$ 4.00	\$ 2,200.00	\$ 5.00	\$ 2,750.00
646.692	TEMPORARY LETTER OR SYMBOL, PAINT	140	EACH	\$ 40.00	\$ 5,600.00	\$ 42.00	\$ 5,880.00	\$ 50.00	\$ 7,000.00	\$ 40.00	\$ 5,600.00	\$ 49.00	\$ 6,860.00
646.702	TEMPORARY CROSSWALK MARKING, PAINT	970	LF	\$ 8.00	\$ 7,760.00	\$ 8.50	\$ 8,245.00	\$ 16.00	\$ 15,520.00	\$ 8.00	\$ 7,760.00	\$ 9.00	\$ 8,730.00
646.712	TEMPORARY RAILROAD CROSSING SYMBOL, PAINT	14	EACH	\$ 400.00	\$ 5,600.00	\$ 420.00	\$ 5,880.00	\$ 500.00	\$ 7,000.00	\$ 400.00	\$ 5,600.00	\$ 450.00	\$ 6,300.00
646.76	LINE STRIPING TARGETS	1200	EACH	\$ 1.25	\$ 1,500.00	\$ 2.00	\$ 2,400.00	\$ 1.00	\$ 1,200.00	\$ 4.00	\$ 4,800.00	\$ 1.75	\$ 2,100.00
646.85	REMOVAL OF EXISTING PAVEMENT MARKINGS	380	SF	\$ 4.00	\$ 1,520.00	\$ 4.00	\$ 1,520.00	\$ 10.00	\$ 3,800.00	\$ 5.00	\$ 1,900.00	\$ 4.00	\$ 1,520.00
651.15	SEED	220	LB	\$ 15.00	\$ 3,300.00	\$ 11.00	\$ 2,420.00	\$ 15.00	\$ 3,300.00	\$ 10.00	\$ 2,200.00	\$ 18.00	\$ 3,960.00
651.17	SEED, WINTER RYE	220	LB	\$ 10.00	\$ 2,200.00	\$ 11.00	\$ 2,420.00	\$ 15.00	\$ 3,300.00	\$ 10.00	\$ 2,200.00	\$ 10.00	\$ 2,200.00
651.18	FERTILIZER	500	LB	\$ 4.00	\$ 2,000.00	\$ 4.00	\$ 2,000.00	\$ 5.00	\$ 2,500.00	\$ 12.00	\$ 6,000.00	\$ 3.25	\$ 1,625.00
651.20	AGRICULTURAL LIMESTONE	2	TON	\$ 700.00	\$ 1,400.00	\$ 735.00	\$ 1,470.00	\$ 1,500.00	\$ 3,000.00	\$ 200.00	\$ 400.00	\$ 1,100.00	\$ 2,200.00
651.35	TOPSOIL	400	CY	\$ 130.00	\$ 52,000.00	\$ 170.00	\$ 68,000.00	\$ 60.00	\$ 24,000.00	\$ 30.00	\$ 12,000.00	\$ 145.00	\$ 58,000.00
653.01	EPSC PLAN	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 5,250.00	\$ 5,250.00	\$ 3,500.00	\$ 3,500.00	\$ 2,000.00	\$ 2,000.00	\$ 7,800.00	\$ 7,800.00
653.02	MONITORING EPSC PLAN	80	HR	\$ 65.00	\$ 5,200.00	\$ 135.00	\$ 10,800.00	\$ 65.00	\$ 5,200.00	\$ 48.00	\$ 3,840.00	\$ 45.00	\$ 3,600.00
653.03	MAINTENANCE OF EPSC PLAN (N.A.B.I.)	1	LU	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97
653.10	HAY MULCH	1	TON	\$ 1,250.00	\$ 1,250.00	\$ 2,100.00	\$ 2,100.00	\$ 1,500.00	\$ 1,500.00	\$ 1,675.00	\$ 1,675.00	\$ 2,200.00	\$ 2,200.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
653.20	ROLLED EROSION CONTROL PRODUCT, TYPE I	750	SY	\$ 3.00	\$ 2,250.00	\$ 4.00	\$ 3,000.00	\$ 5.00	\$ 3,750.00	\$ 2.00	\$ 1,500.00	\$ 4.00	\$ 3,000.00
653.25	CHECK DAM, TYPE I	10	CY	\$ 120.00	\$ 1,200.00	\$ 535.00	\$ 5,350.00	\$ 75.00	\$ 750.00	\$ 85.00	\$ 850.00	\$ 150.00	\$ 1,500.00
653.35	STABILIZED CONSTRUCTION ENTRANCE	100	CY	\$ 80.00	\$ 8,000.00	\$ 110.00	\$ 11,000.00	\$ 75.00	\$ 7,500.00	\$ 20.00	\$ 2,000.00	\$ 125.00	\$ 12,500.00
653.41	INLET PROTECTION DEVICE, TYPE II	50	EACH	\$ 170.00	\$ 8,500.00	\$ 280.00	\$ 14,000.00	\$ 250.00	\$ 12,500.00	\$ 190.00	\$ 9,500.00	\$ 130.00	\$ 6,500.00
653.42	INLET PROTECTION DEVICE, TYPE III	1	CY	\$ 400.00	\$ 400.00	\$ 535.00	\$ 535.00	\$ 150.00	\$ 150.00	\$ 400.00	\$ 400.00	\$ 250.00	\$ 250.00
653.45	FILTER BAG	1	EACH	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 650.00	\$ 650.00	\$ 500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00
653.475	SILT FENCE, TYPE I	100	LF	\$ 3.00	\$ 300.00	\$ 12.00	\$ 1,200.00	\$ 6.00	\$ 600.00	\$ 5.00	\$ 500.00	\$ 24.00	\$ 2,400.00
653.55	PROJECT DEMARCATION FENCE	950	LF	\$ 2.00	\$ 1,900.00	\$ 3.00	\$ 2,850.00	\$ 1.50	\$ 1,425.00	\$ 1.50	\$ 1,425.00	\$ 3.75	\$ 3,562.50
656.30	DECIDUOUS TREES (CELTIS OCCIDENTALIS PRARIE PRIDE)(B&B)(2.5'-3'	3	EACH	\$ 935.00	\$ 2,805.00	\$ 775.00	\$ 2,325.00	\$ 1,000.00	\$ 3,000.00	\$ 737.00	\$ 2,211.00	\$ 800.00	\$ 2,400.00
656.30	DECIDUOUS TREES (ACER RUBRUM)(B&B)(2.5'-3' CAL.)	8	EACH	\$ 935.00	\$ 7,480.00	\$ 890.00	\$ 7,120.00	\$ 1,100.00	\$ 8,800.00	\$ 850.00	\$ 6,800.00	\$ 900.00	\$ 7,200.00
656.30	DECIDUOUS TREES (ULMUS AMERICANA "PRINCETON")(B&B)(2.5'-3' C.	18	EACH	\$ 935.00	\$ 16,830.00	\$ 1,100.00	\$ 19,800.00	\$ 1,350.00	\$ 24,300.00	\$ 1,025.00	\$ 18,450.00	\$ 1,100.00	\$ 19,800.00
656.45	TRANSPLANTING TREES	1	EACH	\$ 4,200.00	\$ 4,200.00	\$ 1,050.00	\$ 1,050.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
656.55	TRANSPLANTING GROUNDCOVER	100	SY	\$ 33.00	\$ 3,300.00	\$ 26.00	\$ 2,600.00	\$ 30.00	\$ 3,000.00	\$ 25.00	\$ 2,500.00	\$ 28.00	\$ 2,800.00
656.65	LANDSCAPE WATERING	11	MGAL	\$ 1.25	\$ 13.75	\$ 260.00	\$ 2,860.00	\$ 300.00	\$ 3,300.00	\$ 250.00	\$ 2,750.00	\$ 250.00	\$ 2,750.00
656.80	LANDSCAPE BACKFILL, TRUCK MEASUREMENT	35	CY	\$ 102.00	\$ 3,570.00	\$ 79.00	\$ 2,765.00	\$ 90.00	\$ 3,150.00	\$ 75.00	\$ 2,625.00	\$ 85.00	\$ 2,975.00
656.85	TREE PROTECTION	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 4,700.00	\$ 4,700.00	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00	\$ 16,500.00	\$ 16,500.00
675.20	TRAFFIC SIGN, TYPE A	450	SF	\$ 24.00	\$ 10,800.00	\$ 24.00	\$ 10,800.00	\$ 27.00	\$ 12,150.00	\$ 23.00	\$ 10,350.00	\$ 27.00	\$ 12,150.00
675.33	TUBULAR STEEL SIGN POST	1000	LB	\$ 9.00	\$ 9,000.00	\$ 9.00	\$ 9,000.00	\$ 10.00	\$ 10,000.00	\$ 8.50	\$ 8,500.00	\$ 10.00	\$ 10,000.00
675.341	SQUARE TUBE SIGN POST AND ANCHOR	630	LF	\$ 17.00	\$ 10,710.00	\$ 18.00	\$ 11,340.00	\$ 20.00	\$ 12,600.00	\$ 17.00	\$ 10,710.00	\$ 20.00	\$ 12,600.00
675.43	FOUNDATION FOR TUBULAR STEEL POST	8	EACH	\$ 2,300.00	\$ 18,400.00	\$ 2,300.00	\$ 18,400.00	\$ 2,500.00	\$ 20,000.00	\$ 2,190.00	\$ 17,520.00	\$ 2,500.00	\$ 20,000.00
675.50	REMOVING SIGNS	73	EACH	\$ 11.00	\$ 803.00	\$ 11.00	\$ 803.00	\$ 25.00	\$ 1,825.00	\$ 10.00	\$ 730.00	\$ 20.00	\$ 1,460.00
675.60	RESETTING SIGNS	24	EACH	\$ 31.00	\$ 744.00	\$ 31.00	\$ 744.00	\$ 50.00	\$ 1,200.00	\$ 30.00	\$ 720.00	\$ 60.00	\$ 1,440.00
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (FIVE CORNERS)	1	EACH	\$ 69,400.00	\$ 69,400.00	\$ 45,500.00	\$ 45,500.00	\$ 50,000.00	\$ 50,000.00	\$ 44,000.00	\$ 44,000.00	\$ 52,000.00	\$ 52,000.00
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (MAPLE STREET RAILROAD STREET)	1	EACH	\$ 346,780.00	\$ 346,780.00	\$ 304,000.00	\$ 304,000.00	\$ 343,000.00	\$ 343,000.00	\$ 290,000.00	\$ 290,000.00	\$ 360,000.00	\$ 360,000.00
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & IROQUOIS AVE & FRANKLIN STREET)	1	EACH	\$ 44,800.00	\$ 44,800.00	\$ 45,600.00	\$ 45,600.00	\$ 49,000.00	\$ 49,000.00	\$ 43,500.00	\$ 43,500.00	\$ 52,000.00	\$ 52,000.00
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & RAILROAD STREET)	1	EACH	\$ 303,000.00	\$ 303,000.00	\$ 255,000.00	\$ 255,000.00	\$ 294,000.00	\$ 294,000.00	\$ 242,750.00	\$ 242,750.00	\$ 308,000.00	\$ 308,000.00
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & SOUTH STREET & RIVER STREET)	1	EACH	\$ 29,500.00	\$ 29,500.00	\$ 14,700.00	\$ 14,700.00	\$ 25,350.00	\$ 25,350.00	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00	\$ 28,000.00
678.21	ELECTRICAL CONDUIT (2 INCH HDPE)	720	LF	\$ 28.00	\$ 20,160.00	\$ 27.00	\$ 19,440.00	\$ 30.00	\$ 21,600.00	\$ 26.00	\$ 18,720.00	\$ 20.00	\$ 14,400.00
678.23	WIRED CONDUIT	6700	LF	\$ 29.00	\$ 194,300.00	\$ 21.00	\$ 140,700.00	\$ 35.00	\$ 234,500.00	\$ 20.00	\$ 134,000.00	\$ 22.50	\$ 150,750.00
678.24	ELECTRICAL WIRING	335	LF	\$ 3.00	\$ 1,005.00	\$ 26.00	\$ 8,710.00	\$ 25.00	\$ 8,375.00	\$ 25.00	\$ 8,375.00	\$ 26.00	\$ 8,710.00
678.30	ELECTRICAL CONDUIT SLEEVE (10" HDPE)	230	LF	\$ 95.00	\$ 21,850.00	\$ 175.00	\$ 40,250.00	\$ 77.00	\$ 17,710.00	\$ 165.00	\$ 37,950.00	\$ 105.00	\$ 24,150.00
690.50	PRICE ADJUSTMENT, FUEL (N.A.B.I.)	1	LU	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS I)	10	CY	\$ 500.00	\$ 5,000.00	\$ 280.00	\$ 2,800.00	\$ 220.00	\$ 2,200.00	\$ 215.00	\$ 2,150.00	\$ 900.00	\$ 9,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS II)	10	CY	\$ 500.00	\$ 5,000.00	\$ 375.00	\$ 3,750.00	\$ 300.00	\$ 3,000.00	\$ 320.00	\$ 3,200.00	\$ 950.00	\$ 9,500.00
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS I)	10	CY	\$ 1,150.00	\$ 11,500.00	\$ 435.00	\$ 4,350.00	\$ 750.00	\$ 7,500.00	\$ 360.00	\$ 3,600.00	\$ 1,250.00	\$ 12,500.00
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)	4060	CY	\$ 126.00	\$ 511,560.00	\$ 160.00	\$ 649,600.00	\$ 220.00	\$ 893,200.00	\$ 156.00	\$ 633,360.00	\$ 275.00	\$ 1,116,500.00
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)	340	CY	\$ 24.00	\$ 8,160.00	\$ 280.00	\$ 95,200.00	\$ 340.00	\$ 115,600.00	\$ 250.00	\$ 85,000.00	\$ 250.00	\$ 85,000.00
900.608	SPECIAL PROVISION (DRAINAGE AGGREGATE)	540	CY	\$ 97.00	\$ 52,380.00	\$ 100.00	\$ 54,000.00	\$ 65.00	\$ 35,100.00	\$ 60.00	\$ 32,400.00	\$ 100.00	\$ 54,000.00
900.608	SPECIAL PROVISION (PERMEABLE BASE)	120	CY	\$ 97.00	\$ 11,640.00	\$ 130.00	\$ 15,600.00	\$ 70.00	\$ 8,400.00	\$ 75.00	\$ 9,000.00	\$ 240.00	\$ 28,800.00
900.608	SPECIAL PROVISION (RAILROAD BALLAST)	10	CY	\$ 105.00	\$ 1,050.00	\$ 165.00	\$ 1,650.00	\$ 200.00	\$ 2,000.00	\$ 81.00	\$ 810.00	\$ 150.00	\$ 1,500.00
900.620	SPECIAL PROVISION (BICYCLE LOCKER)	5	EACH	\$ 7,200.00	\$ 36,000.00	\$ 4,400.00	\$ 22,000.00	\$ 4,500.00	\$ 22,500.00	\$ 37,000.00	\$ 185,000.00	\$ 5,000.00	\$ 25,000.00
900.620	SPECIAL PROVISION (BIKE RACK)	9	EACH	\$ 710.00	\$ 6,390.00	\$ 705.00	\$ 6,345.00	\$ 525.00	\$ 4,725.00	\$ 715.00	\$ 6,435.00	\$ 1,200.00	\$ 10,800.00
900.620	SPECIAL PROVISION (ADJUST ELEVATION OF MONITORING WELL)	2	EACH	\$ 1,879.25	\$ 3,758.50	\$ 1,350.00	\$ 2,700.00	\$ 1,000.00	\$ 2,000.00	\$ 110.00	\$ 220.00	\$ 1,500.00	\$ 3,000.00
900.620	SPECIAL PROVISION (CORING CONCRETE)	6	EACH	\$ 2,800.00	\$ 16,800.00	\$ 1,250.00	\$ 7,500.00	\$ 1,250.00	\$ 7,500.00	\$ 2,600.00	\$ 15,600.00	\$ 750.00	\$ 4,500.00
900.620	SPECIAL PROVISION (JUNCTION BOX, HEAVY DUTY)	13	EACH	\$ 1,760.00	\$ 22,880.00	\$ 2,200.00	\$ 28,600.00	\$ 1,800.00	\$ 23,400.00	\$ 2,100.00	\$ 27,300.00	\$ 1,800.00	\$ 23,400.00
900.620	SPECIAL PROVISION (POWER PEDESTAL)	2	EACH	\$ 22,800.00	\$ 45,600.00	\$ 17,800.00	\$ 35,600.00	\$ 18,000.00	\$ 36,000.00	\$ 17,000.00	\$ 34,000.00	\$ 23,500.00	\$ 47,000.00
900.620	SPECIAL PROVISION (PRECAST CONCRETE COMBINATION STRUCTURE WITH CAST IRON GRATE AND COVER)	4	EACH	\$ 24,050.00	\$ 96,200.00	\$ 13,300.00	\$ 53,200.00	\$ 14,800.00	\$ 59,200.00	\$ 15,000.00	\$ 60,000.00	\$ 12,500.00	\$ 50,000.00
900.620	SPECIAL PROVISION (REMOVE BOLLARD)	4	EACH	\$ 310.00	\$ 1,240.00	\$ 225.00	\$ 900.00	\$ 200.00	\$ 800.00	\$ 680.00	\$ 2,720.00	\$ 400.00	\$ 1,600.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)	47	EACH	\$ 11,500.00	\$ 540,500.00	\$ 9,600.00	\$ 451,200.00	\$ 14,000.00	\$ 658,000.00	\$ 9,150.00	\$ 430,050.00	\$ 14,500.00	\$ 681,500.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)(ALTERNAT)	47	EACH	\$ 11,500.00	\$ 540,500.00	\$ 9,600.00	\$ 451,200.00	\$ 12,000.00	\$ 564,000.00	\$ 9,150.00	\$ 430,050.00	\$ 12,000.00	\$ 564,000.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE SL)	4	EACH	\$ 4,750.00	\$ 19,000.00	\$ 3,800.00	\$ 15,200.00	\$ 6,000.00	\$ 24,000.00	\$ 3,600.00	\$ 14,400.00	\$ 6,000.00	\$ 24,000.00
900.620	SPECIAL PROVISION (VIDEO MONITORING SYSTEM)	1	EACH	\$ 23,500.00	\$ 23,500.00	\$ 12,500.00	\$ 12,500.00	\$ 16,000.00	\$ 16,000.00	\$ 11,950.00	\$ 11,950.00	\$ 16,000.00	\$ 16,000.00
900.620	SPECIAL PROVISION (JUNCTION BOX, BURLINGTON TELECOM)	2	EACH	\$ 1,550.00	\$ 3,100.00	\$ 2,600.00	\$ 5,200.00	\$ 1,000.00	\$ 2,000.00	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00
900.625	SPECIAL PROVISION (CURING COMPOUND)	120	GAL	\$ 100.00	\$ 12,000.00	\$ 34.00	\$ 4,080.00	\$ 100.00	\$ 12,000.00	\$ 45.00	\$ 5,400.00	\$ 90.00	\$ 10,800.00
900.640	SPECIAL PROVISION (6" SLEEVE FOR UTILITY)	100	LF	\$ 80.00	\$ 8,000.00	\$ 180.00	\$ 18,000.00	\$ 85.00	\$ 8,500.00	\$ 171.00	\$ 17,100.00	\$ 82.00	\$ 8,200.00
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB1)	620	LF	\$ 255.00	\$ 158,100.00	\$ 295.00	\$ 182,900.00	\$ 185.00	\$ 114,700.00	\$ 283.00	\$ 175,460.00	\$ 185.00	\$ 114,700.00
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB2)	60	LF	\$ 232.00	\$ 13,920.00	\$ 305.00	\$ 18,300.00	\$ 260.00	\$ 15,600.00	\$ 310.00	\$ 18,600.00	\$ 270.00	\$ 16,200.00
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB3)	100	LF	\$ 110.00	\$ 11,000.00	\$ 215.00	\$ 21,500.00	\$ 200.00	\$ 20,000.00	\$ 205.00	\$ 20,500.00	\$ 192.00	\$ 19,200.00
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL BLACK STEEL WITH GATE)	80	LF	\$ 115.00	\$ 9,200.00	\$ 88.00	\$ 7,040.00	\$ 95.00	\$ 7,600.00	\$ 73.00	\$ 5,840.00	\$ 95.00	\$ 7,600.00
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL BLACK STEEL, 6 FEET)	1010	LF	\$ 165.00	\$ 166,650.00	\$ 165.00	\$ 166,650.00	\$ 185.00	\$ 186,850.00	\$ 93.00	\$ 93,930.00	\$ 180.00	\$ 181,800.00
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL WHITE VINYL PICKET)	170	LF	\$ 60.00	\$ 10,200.00	\$ 92.00	\$ 15,640.00	\$ 101.00	\$ 17,170.00	\$ 59.00	\$ 10,030.00	\$ 100.00	\$ 17,000.00
900.640	SPECIAL PROVISION (FENCE, TEMPORARY CHAIN-LINK, 8 FEET)	1130	LF	\$ 22.00	\$ 24,860.00	\$ 22.00	\$ 24,860.00	\$ 25.00	\$ 28,250.00	\$ 25.25	\$ 28,532.50	\$ 23.00	\$ 25,990.00
900.645	SPECIAL PROVISION (EV CHARGING STATION)	1	LS	\$ 23,300.00	\$ 23,300.00	\$ 24,200.00	\$ 24,200.00	\$ 34,000.00	\$ 34,000.00	\$ 23,100.00	\$ 23,100.00	\$ 35,000.00	\$ 35,000.00
900.645	SPECIAL PROVISION (REMOVE TIMBER WALL)	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 6,200.00	\$ 6,200.00	\$ 1,500.00	\$ 1,500.00	\$ 4,700.00	\$ 4,700.00	\$ 5,000.00	\$ 5,000.00
900.645	SPECIAL PROVISION (STORMWATER TREATMENT SYSTEM)	1	LS	\$ 150,000.00	\$ 150,000.00	\$ 69,400.00	\$ 69,400.00	\$ 120,000.00	\$ 120,000.00	\$ 130,000.00	\$ 130,000.00	\$ 94,000.00	\$ 94,000.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
900.675	SPECIAL PROVISION (GREEN PAVEMENT MARKINGS)	5	SY	\$ 520.00	\$ 2,600.00	\$ 525.00	\$ 2,625.00	\$ 600.00	\$ 3,000.00	\$ 500.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00
900.675	SPECIAL PROVISION (IMPRINTED/COLORIZED CONCRETE SURFACE, 4	560	SY	\$ 245.00	\$ 137,200.00	\$ 360.00	\$ 201,600.00	\$ 252.00	\$ 141,120.00	\$ 173.00	\$ 96,880.00	\$ 350.00	\$ 196,000.00
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 4 IN	1390	SY	\$ 95.00	\$ 132,050.00	\$ 185.00	\$ 257,150.00	\$ 115.00	\$ 159,850.00	\$ 94.00	\$ 130,660.00	\$ 184.00	\$ 255,760.00
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 6 IN	60	SY	\$ 155.00	\$ 9,300.00	\$ 210.00	\$ 12,600.00	\$ 125.00	\$ 7,500.00	\$ 150.00	\$ 9,000.00	\$ 207.00	\$ 12,420.00
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 8 IN	320	SY	\$ 160.00	\$ 51,200.00	\$ 220.00	\$ 70,400.00	\$ 150.00	\$ 48,000.00	\$ 123.00	\$ 39,360.00	\$ 230.00	\$ 73,600.00
900.675	SPECIAL PROVISION (SOIL DEMARCATION BARRIER)	4000	SY	\$ 3.70	\$ 14,800.00	\$ 2.00	\$ 8,000.00	\$ 2.50	\$ 10,000.00	\$ 2.00	\$ 8,000.00	\$ 3.00	\$ 12,000.00
900.675	SPECIAL PROVISION (PERMEABLE PAVERS)	730	SY	\$ 180.00	\$ 131,400.00	\$ 200.00	\$ 146,000.00	\$ 207.00	\$ 151,110.00	\$ 172.00	\$ 125,560.00	\$ 185.00	\$ 135,050.00
Base Bid				\$	7,947,730.00	\$	8,997,710.97	\$	9,449,979.00	\$	9,596,806.47	\$	11,565,474.47
Corrected Total				\$	8,014,390.00	\$	8,997,710.97	\$	9,449,979.00	\$	9,596,806.47	\$	11,565,474.47

TO: Regina Mahony, City Manager
FROM: Ken Robie, PE, D&K Project Manager
DATE: January 25, 2023
SUBJECT: Essex Junction STP 5300(13), Crescent Connector – Bid Analysis




Summary:

Low Bidder:	Engineers Construction, Inc.
Low Bid Amount:	\$8,014,390.00
Engineer's Estimate:	\$8,144,699.97
Difference:	-\$130,309.97 or -1.60%
Advertisement Date:	11/18/2022
Bid Opening Date:	1/19/2023
Analysis By:	Ken Robie, Dubois & King, Inc.
Analysis Completion Date:	1/25/2023


As required by 23 CFR 635.114, the low bid submitted for this project has been reviewed for reasonable conformance with the Engineer's estimate, in accordance with FHWA's *Guidelines on Preparing Engineer's Estimate, Bid Reviews and Evaluation, Section 5* (a link can be found here: <http://vtransestimating.vermont.gov/>), resulting in the following recommendation:

- The low bid should be accepted. The analysis has failed to indicate a disadvantage to the Project in accepting the low bid.
- The low bid should be rejected. The analysis has determined a disadvantage to the Project in accepting the low bid.
- All bids should be rejected. The analysis has determined a disadvantage to the Project in accepting any of the submitted bids.

Reviewed and Approved by:

DocuSigned by:

E1D87CC87D15465...
Vermont Agency of Transportation

1/30/2023
Date


City of Essex Junction

2/1/2023
Date

Attachment: Bid Tabulation

Competition Assessment:

Number of Bidders: 5
 Allowable percentage above estimate: 5 or more bidders/20%
 Range of Bids: \$ 8,014,390.00 to \$11,565,474.47
 Engineer's Estimate: \$8,144,699.97
 Low Bid: \$8,014,390.00
 Difference: -\$130,309.97 or -1.60%

- Adequate Competition.
- Exempt from Adequate Competition.
 - Safety Project.
 - Gap Project.
 - Bidding history of similar projects indicates re-advertisement will not improve competition.
 - Emergency Project.
 - Critical Project.
- Inadequate Competition, project to be re-advertised.

Competition is assessed as outlined in:
 FHWA's *Guidelines on Preparing Engineer's Estimate, Bid Reviews and Evaluation, Section 5a.*

Extended Estimate/Low Bid Assessment:

For the purposes of this bid analysis, only the construction items that were overbid or underbid by \$81,447.00 or more in cost between the extended estimate and the extended low bid were individually analyzed. This amount (\$81,447.00) represents 1.0% of the estimate.

Item Number: 203.15
 Item Name: Common Excavation
 Estimated Quantity: 9400 CY

- Estimated quantity has been verified.
- Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 24.00	\$ 225,600.00	\$ 42.00	\$ 394,800.00	+\$ 169,200.00

Explanation: The low bid unit price is higher than the engineers estimate and is the middle unit price among the other bidders on this project. The low bidder's unit price may reflect the inefficiency of the necessary sequencing of work around traffic, as well as managing stockpiling for the reuse of various soil types. The quantity is not likely to vary greatly from the plan quantity, so there is no apparent advantage to the contractor that would cause a corresponding disadvantage to the City.

Item Number: 630.15
 Item Name: Flaggers
 Estimated Quantity: 7000 HR

Estimated quantity has been verified. Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 50.00	\$ 350,000.00	\$ 30.00	\$ 210,000.00	-\$ 140,000.00

Explanation: The low bid unit price is lower than the engineers estimate and is the lowest of all bids. The quantity of this item can be highly variable, as the need is driven by the contractor’s means and methods. However, because the bid is low, there does not appear to be an advantage to the Contractor that would cause a corresponding disadvantage to the City.

Item Number: 635.11
 Item Name: Mobilization/Demobilization
 Estimated Quantity: 1 LS

Estimated quantity has been verified. Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 862,776.00	\$ 862,776.00	\$ 540,000.00	\$ 540,000.00	-\$ 322,776.00

Explanation: The low bid unit price is significantly lower than the engineers estimate and all other bids. This unit price is 7% of the extended low bid. Pre-COVID, 6% - 10% was the typical expected range. The engineers estimate used 12%, based on bid results seen in 2022 that may have risk worked into this large lump sum item. This “normal” bid price is encouraging, and may be related to the proximity of the bidder’s HQ as well as their confidence in their individual unit prices. Being a LS item with no opportunity for variance, and being a low bid, there is no apparent advantage to the Contractor that would cause a corresponding disadvantage to the City.

Item Number: 641.11
 Item Name: Traffic Control, All-Inclusive
 Estimated Quantity: 1 LS

Estimated quantity has been verified. Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 500,000.00	\$ 500,000.00	\$ 321,000.00	\$ 321,000.00	-\$ 179,000.00

Explanation: The low bid unit price is less than the engineers estimate and is the lowest of all bids. This is not unreasonable considering that much of the project work is outside existing roadways and little is needed in the way of temporary accommodation of traffic. However, being an all-inclusive item, the RE will need to be vigilant in the review, approval and implementation of the TCP as well as in payment for the various TCP-related work. the contractor’s plan for traffic control. Being a LS item with no opportunity for variance, and being a low bid, there is no apparent advantage to the Contractor that would cause a corresponding disadvantage to the City.

Item Number: 900.608
 Item Name: Special Provision (Disposal of Development Soils)
 Estimated Quantity: 4060 CY

Estimated quantity has been verified. Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 100.00	\$ 406,000.00	\$ 126.00	\$ 511,560.00	+\$ 105,560.00

Explanation: The low bid unit price is higher than the engineers estimate, but is the lowest of all bids. The engineers estimate was based on a limited data set due to this being a new consideration in material disposal, and in hindsight, may be low due to a lack of local approved disposal sites, the current cost of trucking, and the possible need to handle the material more than once between the point of excavation and the point of disposal. The quantity of this item is very likely to vary depending on the contractor's phasing of the project and ability to reuse excavated soil for project fills. The maximum potential waste volume, if no reuse, is 5740 CY, based on neat line calculations. If realized, this would be a higher than expected project cost, but because this is the lowest bid, it would not result in another bidder having an overall lower bid. For this reason, there is no apparent advantage to the Contractor that would cause a corresponding disadvantage to the City.

Item Number: 900.675
 Item Name: Special Provision (Permeable Pavers)
 Estimated Quantity: 730 SY

Estimated quantity has been verified. Estimated quantity has been found to be in error. (see explanation)

Estimated Unit Price	Extended Estimate	Low Bid Unit Price	Extended Low Bid	Low Bid Difference
\$ 300.00	\$ 219,000.00	\$ 180.00	\$ 131,400.00	-\$ 87,600.00

Explanation: The low bid unit price is significantly lower than the engineers estimate and is the second lowest of the other bidders. The bid unit prices range from \$172 - \$207. The engineers estimate was based on a limited data set due to the infrequent use of this item in highway projects. The combined total of the three items that make up this pervious lot (pavers, permeable base, drainage aggregate) is also lower than the engineers estimate. Due to the low bid value and the nature of the work, there is no apparent advantage to the Contractor that would cause a corresponding disadvantage to the City.

Unit Price Assessment:

The low bid unit prices for the following additional items have been found to be significantly (>25%) over/under the estimated unit price:

201.10	CLEARING AND GRUBBING, INCLUDING INDIVIDUAL TREES AND STUMPS
203.15	COMMON EXCAVATION
204.20	TRENCH EXCAVATION OF EARTH
406.45	BITUMINOUS CONCRETE PAVEMENT SURFACE PREPARATION
418.10	ASPHALTIC APPROACH MATERIAL
541.25	CONCRETE, CLASS B
601.2605	12" CPEP(SL)
601.2610	15" CPEP(SL)
601.2620	24" CPEP(SL)
601.995	CLEANING CULVERT PIPE, IN-PLACE [0 TO 24 IN., INCL.]
604.412	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS I
604.415	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS II
604.418	REHAB. DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS III
608.30	POWER BROOM RENTAL, TYPE I
608.31	POWER BROOM RENTAL, TYPE II
609.10	DUST CONTROL WITH WATER
616.21	VERTICAL GRANITE CURB (36")
616.41	REMOVAL OF EXISTING CURB
619.14	BOLLARDS
619.20	REMOVING AND RESETTING PROPERTY MARKERS
620.55	REMOVAL OF EXISTING FENCE
622.10	INSULATION BOARD
629.20	ADJUST ELEVATION OF VALVE BOX
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (8 INCH)
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (10 INCH)
629.27	GATE VALVE WITH VALVE BOX (6")
629.27	GATE VALVE WITH VALVE BOX (8")
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (6 INCH)
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (8 INCH)
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (8 INCH)
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (10 INCH)
630.10	UNIFORMED TRAFFIC OFFICERS
630.15	FLAGGERS
631.16	TESTING EQUIPMENT, CONCRETE
631.17	TESTING EQUIPMENT, BITUMINOUS
635.11	MOBILIZATION/DEMOBILIZATION
641.11	TRAFFIC CONTROL, ALL-INCLUSIVE
641.15	PORTABLE CHANGEABLE MESSAGE SIGN
646.403	DURABLE 4 INCH WHITE LINE, EPOXY PAINT
646.413	DURABLE 4 INCH YELLOW LINE, EPOXY PAINT
646.493	DURABLE LETTER OR SYMBOL, EPOXY PAINT
646.503	DURABLE CROSSWALK MARKING, EPOXY PAINT
646.513	DURABLE RAILROAD CROSSING SYMBOL, EPOXY PAINT
646.602	TEMPORARY 4 INCH WHITE LINE, PAINT
646.612	TEMPORARY 4 INCH YELLOW LINE, PAINT
646.712	TEMPORARY RAILROAD CROSSING SYMBOL, PAINT
646.76	LINE STRIPING TARGETS
651.18	FERTILIZER
651.20	AGRICULTURAL LIMESTONE
651.35	TOPSOIL
653.01	EPSC PLAN
653.02	MONITORING EPSC PLAN
653.25	CHECK DAM, TYPE I
653.35	STABILIZED CONSTRUCTION ENTRANCE

653.42	INLET PROTECTION DEVICE, TYPE III
653.475	SILT FENCE, TYPE I
656.45	TRANSPLANTING TREES
656.55	TRANSPLANTING GROUND COVER
656.65	LANDSCAPE WATERING
656.85	TREE PROTECTION
675.341	SQUARE TUBE SIGN POST AND ANCHOR
675.43	FOUNDATION FOR TUBULAR STEEL POST
675.50	REMOVING SIGNS
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (FIVE CORNERS) (PARK STREET & IROQUOIS AVE & FRANKLIN STREET)
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (FIVE CORNERS) (PARK STREET & SOUTH STREET & RIVER STREET)
678.21	ELECTRICAL CONDUIT (2 INCH HDPE)
678.23	WIRED CONDUIT
678.24	ELECTRICAL WIRING
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS I)
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)
900.608	SPECIAL PROVISION (DRAINAGE AGGREGATE)
900.608	SPECIAL PROVISION (PERMEABLE BASE)
900.608	SPECIAL PROVISION (RAILROAD BALLAST)
900.620	SPECIAL PROVISION (BICYCLE LOCKER)
900.620	SPECIAL PROVISION (BIKE RACK)
900.620	SPECIAL PROVISION (ADJUST ELEVATION OF MONITORING WELL)
900.620	SPECIAL PROVISION (CORING CONCRETE)
900.620	SPECIAL PROVISION (JUNCTION BOX, HEAVY DUTY)
900.620	SPECIAL PROVISION (POWER PEDESTAL)
900.620	SPECIAL PROVISION (PRECAST CONCRETE COMBINATION STRUCTURE WITH CAST IRON GRATE AND COVER)
900.620	SPECIAL PROVISION (REMOVE BOLLARD)
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE SL)
900.620	SPECIAL PROVISION (VIDEO MONITORING SYSTEM)
900.620	SPECIAL PROVISION (JUNCTION BOX, BURLINGTON TELECOM)
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB3)
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL WHITE VINYL PICKET)
900.640	SPECIAL PROVISION (FENCE, TEMPORARY CHAIN-LINK, 8 FEET)
900.645	SPECIAL PROVISION (EV CHARGING STATION)
900.645	SPECIAL PROVISION (REMOVE TIMBER WALL)
900.645	SPECIAL PROVISION (STORMWATER TREATMENT SYSTEM)
900.675	SPECIAL PROVISION (GREEN PAVEMENT MARKINGS)
900.675	SPECIAL PROVISION (PERMEABLE PAVERS)

While the Low Bid Difference of these items does not exceed the dollar value warranting individual analysis of the items they have been reviewed and quantities have been checked and the following determination has been made:

- Unbalancing of the unit bid prices results in no disadvantage to the Project.
- Unbalancing of the unit bid prices results in a potential disadvantage to the Project.

Additional Comments:

All of the items below have the potential for high variability in the final quantity due to unforeseen conditions or the contractors means and methods. Though some of the bid unit prices are significantly higher than the engineers estimate, none, even with overruns, have the potential to significantly increase the project total value, nor do they show the potential to change the order of the bidders:

608.30	POWER BROOM RENTAL, TYPE I
608.31	POWER BROOM RENTAL, TYPE II
609.10	DUST CONTROL WITH WATER
629.20	ADJUST ELEVATION OF VALVE BOX
630.10	UNIFORMED TRAFFIC OFFICERS
630.15	FLAGGERS
646.602 - 646.712	TEMPORARY LINES
646.76	LINE STRIPING TARGETS
646.85	REMOVAL OF EXISTING PAVEMENT MARKINGS
653.02	MONITORING EPSC PLAN
656.65	LANDSCAPE WATERING
678.24	ELECTRICAL WIRING
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS)
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)
900.608	SPECIAL PROVISION (RAILROAD BALLAST)
900.620	SPECIAL PROVISION (ADJUST ELEVATION OF MONITORING WELL)
900.620	SPECIAL PROVISION (CORING CONCRETE)

The bid prices for the items below appear to be too low to actually cover the cost of the work being performed. Two, the disposal of non-hazardous waste soils and landscape watering, may be an entry mistake on the part of the bidder, as they are an order of magnitude lower than all other bids and they are items that will surely be used. The other may be low because the bidder does not anticipate significant use of the item. None of these items affect the bid results in any way, nor do they unbalance the bid, but the RE should be aware of the contractor's potential reluctance to perform the work if/when needed.

656.65	LANDSCAPE WATERING
678.24	ELECTRICAL WIRING
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)

Final Recommendation:

Though there are significant differences between many of the engineers estimate and low bid unit prices, the overall project totals are very close. The second low bidder was higher than the first low bidder by nearly \$1M, with most individual bid items being somewhat higher than the low bidder and the lump sum items being significantly higher. After review of potential quantity variability, there are no differences between the first and second low bidders that would indicate a benefit to choosing the second low bidder over the first lowest.

Considering everything noted above, our recommendation is to **accept** the low bid.

CRESCENT CONNECTOR STP 5300(13)
 BID TABULATION
 BID OPENING JANUARY 19, 2023

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineer's Estimate		Engineers Construction, Inc.		Kubricky Construction Corp.		S. D. Ireland Brothers Corporation		J. Hutchins, Inc.		J. A. McDonald, Inc.	
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
201.10	CLEARING AND GRUBBING, INCLUDING INDIVIDUAL TREES AND STUMPS	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 15,493.78	\$ 15,493.78	\$ 14,700.00	\$ 14,700.00	\$ 50,000.00	\$ 50,000.00	\$ 65,000.00	\$ 65,000.00	\$ 205,000.00	\$ 205,000.00
203.15	COMMON EXCAVATION	9400	CY	\$ 24.00	\$ 225,600.00	\$ 42.00	\$ 394,800.00	\$ 29.00	\$ 272,600.00	\$ 35.50	\$ 333,700.00	\$ 43.00	\$ 404,200.00	\$ 46.00	\$ 432,400.00
203.16	SOLID ROCK EXCAVATION	420	CY	\$ 100.00	\$ 42,000.00	\$ 100.00	\$ 42,000.00	\$ 30.00	\$ 12,600.00	\$ 100.00	\$ 42,000.00	\$ 140.00	\$ 58,800.00	\$ 250.00	\$ 105,000.00
203.31	SAND BORROW	800	CY	\$ 35.00	\$ 28,000.00	\$ 42.00	\$ 33,600.00	\$ 50.00	\$ 40,000.00	\$ 55.00	\$ 44,000.00	\$ 52.00	\$ 41,600.00	\$ 85.00	\$ 68,000.00
204.20	TRENCH EXCAVATION OF EARTH	2100	CY	\$ 34.00	\$ 71,400.00	\$ 47.00	\$ 98,700.00	\$ 43.00	\$ 90,300.00	\$ 40.00	\$ 84,000.00	\$ 67.00	\$ 140,700.00	\$ 75.00	\$ 157,500.00
204.21	TRENCH EXCAVATION OF ROCK	200	CY	\$ 200.00	\$ 40,000.00	\$ 200.00	\$ 40,000.00	\$ 160.00	\$ 32,000.00	\$ 150.00	\$ 30,000.00	\$ 150.00	\$ 30,000.00	\$ 300.00	\$ 60,000.00
204.22	TRENCH EXCAVATION OF EARTH, EXPLORATORY (N.A.B.I.)	50	CY	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00	\$ 75.00	\$ 3,750.00
204.30	GRANULAR BACKFILL FOR STRUCTURES	1900	CY	\$ 50.00	\$ 95,000.00	\$ 40.25	\$ 76,475.00	\$ 47.00	\$ 89,300.00	\$ 60.00	\$ 114,000.00	\$ 60.00	\$ 114,000.00	\$ 90.00	\$ 171,000.00
210.10	COARSE-MILLING, BITUMINOUS PAVEMENT	4000	SY	\$ 8.00	\$ 32,000.00	\$ 6.00	\$ 24,000.00	\$ 6.00	\$ 24,000.00	\$ 8.50	\$ 34,000.00	\$ 6.00	\$ 24,000.00	\$ 7.00	\$ 28,000.00
301.26	SUBBASE OF CRUSHED GRAVEL, FINE GRADED	2500	CY	\$ 50.00	\$ 125,000.00	\$ 62.00	\$ 155,000.00	\$ 165.00	\$ 262,500.00	\$ 60.00	\$ 150,000.00	\$ 68.00	\$ 170,000.00	\$ 66.00	\$ 165,000.00
301.35	SUBBASE OF DENSE GRADED CRUSHED STONE	5300	CY	\$ 50.00	\$ 265,000.00	\$ 55.00	\$ 291,500.00	\$ 63.00	\$ 333,900.00	\$ 60.00	\$ 318,000.00	\$ 60.00	\$ 318,000.00	\$ 71.00	\$ 376,300.00
404.65	EMULSIFIED ASPHALT	80	CWT	\$ 95.00	\$ 7,600.00	\$ 100.00	\$ 8,000.00	\$ 52.00	\$ 4,160.00	\$ 100.00	\$ 8,000.00	\$ 50.00	\$ 4,000.00	\$ 55.00	\$ 4,400.00
406.35	SUPERPAVE BITUMINOUS CONCRETE PAVEMENT	3200	TON	\$ 150.00	\$ 480,000.00	\$ 175.00	\$ 560,000.00	\$ 150.00	\$ 480,000.00	\$ 180.00	\$ 576,000.00	\$ 145.00	\$ 464,000.00	\$ 190.00	\$ 608,000.00
406.38	HAND-PLACED BITUMINOUS CONCRETE MATERIAL, DRIVES	640	SY	\$ 35.00	\$ 22,400.00	\$ 33.00	\$ 21,120.00	\$ 48.00	\$ 30,720.00	\$ 55.00	\$ 35,200.00	\$ 37.00	\$ 23,680.00	\$ 55.00	\$ 35,200.00
406.45	BITUMINOUS CONCRETE PAVEMENT SURFACE PREPARATION	10	TON	\$ 250.00	\$ 2,500.00	\$ 350.00	\$ 3,500.00	\$ 420.00	\$ 4,200.00	\$ 400.00	\$ 4,000.00	\$ 450.00	\$ 4,500.00	\$ 460.00	\$ 4,600.00
406.50	PRICE ADJUSTMENT, ASPHALT CEMENT (N.A.B.I.)	1	LU	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
418.10	ASPHALTIC APPROACH MATERIAL	1140	SF	\$ 75.00	\$ 85,500.00	\$ 124.00	\$ 141,360.00	\$ 97.00	\$ 110,560.00	\$ 106.00	\$ 120,840.00	\$ 93.00	\$ 106,020.00	\$ 112.00	\$ 127,680.00
541.25	CONCRETE, CLASS B	1	CY	\$ 1,500.00	\$ 1,500.00	\$ 735.00	\$ 735.00	\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,400.00	\$ 1,400.00
601.2605	12" CPEP(SL)	340	LF	\$ 100.00	\$ 34,000.00	\$ 56.00	\$ 19,040.00	\$ 55.00	\$ 18,700.00	\$ 99.00	\$ 33,660.00	\$ 68.00	\$ 23,120.00	\$ 103.00	\$ 35,020.00
601.2610	15" CPEP(SL)	1010	LF	\$ 120.00	\$ 121,200.00	\$ 48.00	\$ 48,480.00	\$ 55.00	\$ 55,500.00	\$ 105.00	\$ 106,050.00	\$ 72.00	\$ 72,720.00	\$ 93.00	\$ 93,930.00
601.2615	18" CPEP(SL)	20	LF	\$ 140.00	\$ 2,800.00	\$ 150.00	\$ 3,000.00	\$ 110.00	\$ 2,200.00	\$ 117.00	\$ 2,340.00	\$ 81.00	\$ 1,620.00	\$ 152.00	\$ 3,040.00
601.2620	24" CPEP(SL)	310	LF	\$ 200.00	\$ 62,000.00	\$ 92.00	\$ 28,520.00	\$ 89.00	\$ 27,590.00	\$ 135.00	\$ 41,850.00	\$ 96.00	\$ 29,760.00	\$ 135.00	\$ 41,850.00
601.995	CLEANING CULVERT PIPE, IN-PLACE [0 TO 24 IN., INCL.]	100	LF	\$ 25.00	\$ 2,500.00	\$ 18.00	\$ 1,800.00	\$ 16.00	\$ 1,600.00	\$ 20.00	\$ 2,000.00	\$ 15.00	\$ 1,500.00	\$ 45.00	\$ 4,500.00
601.996	CLEANING CULVERT PIPE, IN-PLACE [GREATER THAN 24 IN.]	100	LF	\$ 40.00	\$ 4,000.00	\$ 31.00	\$ 3,100.00	\$ 21.00	\$ 2,100.00	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00	\$ 40.00	\$ 4,000.00
604.20	PRECAST REINFORCED CONCRETE CATCH BASIN WITH CAST IRON GR	17	EACH	\$ 6,500.00	\$ 110,500.00	\$ 6,200.00	\$ 105,400.00	\$ 4,150.00	\$ 70,550.00	\$ 5,100.00	\$ 86,700.00	\$ 6,000.00	\$ 102,000.00	\$ 4,500.00	\$ 76,500.00
604.21	PRECAST REINFORCED CONCRETE MANHOLE WITH CAST IRON COVER	3	EACH	\$ 6,500.00	\$ 19,500.00	\$ 5,855.00	\$ 17,565.00	\$ 6,250.00	\$ 18,750.00	\$ 5,550.00	\$ 16,650.00	\$ 11,000.00	\$ 33,000.00	\$ 6,500.00	\$ 19,500.00
604.40	CHANGING ELEVATION OF DROP INLETS, CATCH BASINS, OR MANHOLI	30	EACH	\$ 1,000.00	\$ 30,000.00	\$ 785.00	\$ 23,550.00	\$ 1,050.00	\$ 31,500.00	\$ 850.00	\$ 25,500.00	\$ 1,000.00	\$ 30,000.00	\$ 1,400.00	\$ 42,000.00
604.412	REHAB, DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS I	17	EACH	\$ 1,500.00	\$ 25,500.00	\$ 1,100.00	\$ 18,700.00	\$ 1,350.00	\$ 22,950.00	\$ 1,500.00	\$ 25,500.00	\$ 1,300.00	\$ 22,100.00	\$ 1,600.00	\$ 27,200.00
604.415	REHAB, DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS II	2	EACH	\$ 2,000.00	\$ 4,000.00	\$ 1,300.00	\$ 2,600.00	\$ 1,550.00	\$ 3,100.00	\$ 1,750.00	\$ 3,500.00	\$ 1,500.00	\$ 3,000.00	\$ 3,700.00	\$ 7,400.00
604.418	REHAB, DROP INLETS, CATCH BASINS, OR MANHOLES, CLASS III	2	EACH	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00	\$ 1,550.00	\$ 3,100.00	\$ 2,000.00	\$ 4,000.00	\$ 1,500.00	\$ 3,000.00	\$ 4,500.00	\$ 9,000.00
604.42	CHANGING ELEVATION OF SEWER MANHOLES	7	EACH	\$ 1,000.00	\$ 7,000.00	\$ 672.00	\$ 6,720.00	\$ 1,050.00	\$ 7,350.00	\$ 850.00	\$ 5,950.00	\$ 1,000.00	\$ 7,000.00	\$ 1,400.00	\$ 9,800.00
604.55	CAST IRON COVER WITH FRAME	5	EACH	\$ 1,000.00	\$ 5,000.00	\$ 800.00	\$ 4,000.00	\$ 845.00	\$ 4,225.00	\$ 1,150.00	\$ 5,750.00	\$ 600.00	\$ 3,000.00	\$ 1,400.00	\$ 7,000.00
608.30	POWER BROOM RENTAL, TYPE I	100	HR	\$ 35.00	\$ 3,500.00	\$ 90.00	\$ 9,000.00	\$ 115.00	\$ 11,500.00	\$ 150.00	\$ 15,000.00	\$ 82.00	\$ 8,200.00	\$ 150.00	\$ 15,000.00
608.31	POWER BROOM RENTAL, TYPE II	100	HR	\$ 75.00	\$ 7,500.00	\$ 100.00	\$ 10,000.00	\$ 155.00	\$ 15,500.00	\$ 175.00	\$ 17,500.00	\$ 185.00	\$ 18,500.00	\$ 325.00	\$ 32,500.00
609.10	DUST CONTROL WITH WATER	20	M GAL	\$ 65.00	\$ 1,300.00	\$ 100.00	\$ 2,000.00	\$ 250.00	\$ 5,000.00	\$ 200.00	\$ 4,000.00	\$ 125.00	\$ 2,500.00	\$ 100.00	\$ 2,000.00

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineer's Estimate			Engineers Construction, Inc.			Kubricky Construction Corp.			S. D. Ireland Brothers Corporation			J. Hutchins, Inc.			J.A. McDonald, Inc.		
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
613.10	STONE FILL, TYPE 1	15	CY	\$ 120.00	\$ 1,800.00	\$ 100.00	\$ 1,500.00	\$ 230.00	\$ 3,450.00	\$ 75.00	\$ 1,125.00	\$ 100.00	\$ 1,500.00	\$ 65.00	\$ 975.00						
616.21	VERTICAL GRANITE CURB	4000	LF	\$ 70.00	\$ 280,000.00	\$ 78.00	\$ 312,000.00	\$ 62.00	\$ 248,000.00	\$ 75.00	\$ 300,000.00	\$ 50.00	\$ 200,000.00	\$ 86.00	\$ 344,000.00						
616.21	VERTICAL GRANITE CURB (6")	80	LF	\$ 200.00	\$ 16,000.00	\$ 400.00	\$ 32,000.00	\$ 285.00	\$ 22,800.00	\$ 315.00	\$ 25,200.00	\$ 267.00	\$ 21,360.00	\$ 325.00	\$ 26,000.00						
616.21.5	VERTICAL GRANITE CURB, MOUNTABLE	70	LF	\$ 100.00	\$ 7,000.00	\$ 100.00	\$ 7,000.00	\$ 105.00	\$ 7,350.00	\$ 111.00	\$ 7,770.00	\$ 83.00	\$ 5,810.00	\$ 125.00	\$ 8,750.00						
616.27	CAST-IN-PLACE CONCRETE CURB, TYPE A	50	LF	\$ 100.00	\$ 5,000.00	\$ 80.00	\$ 4,000.00	\$ 88.00	\$ 4,400.00	\$ 70.00	\$ 3,500.00	\$ 83.00	\$ 4,150.00	\$ 74.00	\$ 3,700.00						
616.41	REMOVAL OF EXISTING CURB	2300	LF	\$ 10.00	\$ 23,000.00	\$ 6.50	\$ 14,950.00	\$ 5.00	\$ 11,500.00	\$ 7.00	\$ 16,100.00	\$ 5.00	\$ 11,500.00	\$ 5.00	\$ 11,500.00						
618.30	DETECTABLE WARNING SURFACE	330	SF	\$ 45.00	\$ 14,850.00	\$ 50.00	\$ 16,500.00	\$ 58.00	\$ 19,140.00	\$ 50.00	\$ 16,500.00	\$ 55.00	\$ 18,150.00	\$ 85.00	\$ 28,050.00						
619.14	BOLLARDS	5	EACH	\$ 800.00	\$ 4,000.00	\$ 2,500.00	\$ 12,500.00	\$ 1,800.00	\$ 9,000.00	\$ 1,500.00	\$ 7,500.00	\$ 1,700.00	\$ 8,500.00	\$ 2,100.00	\$ 10,500.00						
619.20	REMOVING AND RESETTING PROPERTY MARKERS	4	EACH	\$ 300.00	\$ 1,200.00	\$ 500.00	\$ 2,000.00	\$ 200.00	\$ 800.00	\$ 500.00	\$ 2,000.00	\$ 1,000.00	\$ 4,000.00	\$ 2,975.00	\$ 11,900.00						
620.55	REMOVAL OF EXISTING FENCE	370	LF	\$ 5.00	\$ 1,850.00	\$ 15.00	\$ 5,550.00	\$ 11.00	\$ 4,070.00	\$ 15.00	\$ 5,550.00	\$ 7.00	\$ 2,590.00	\$ 25.00	\$ 9,250.00						
621.80	REMOVAL AND DISPOSAL OF GUARDRAIL	75	LF	\$ 10.00	\$ 750.00	\$ 12.00	\$ 900.00	\$ 33.00	\$ 2,475.00	\$ 10.00	\$ 750.00	\$ 20.00	\$ 1,500.00	\$ 32.00	\$ 2,400.00						
622.10	INSULATION BOARD	20	MFBM	\$ 1,000.00	\$ 20,000.00	\$ 2,300.00	\$ 46,000.00	\$ 2,200.00	\$ 44,000.00	\$ 3,250.00	\$ 65,000.00	\$ 3,000.00	\$ 60,000.00	\$ 2,200.00	\$ 44,000.00						
628.35	PVC SEWER PIPE (6")	50	LF	\$ 200.00	\$ 10,000.00	\$ 150.00	\$ 7,500.00	\$ 505.00	\$ 25,250.00	\$ 105.00	\$ 5,250.00	\$ 77.00	\$ 3,850.00	\$ 160.00	\$ 8,000.00						
628.35	PVC SEWER PIPE (15")	50	LF	\$ 250.00	\$ 12,500.00	\$ 215.00	\$ 10,750.00	\$ 540.00	\$ 27,000.00	\$ 125.00	\$ 6,250.00	\$ 116.00	\$ 5,800.00	\$ 218.00	\$ 10,900.00						
628.35	PVC SEWER PIPE (24")	50	LF	\$ 300.00	\$ 15,000.00	\$ 320.00	\$ 16,000.00	\$ 610.00	\$ 30,500.00	\$ 160.00	\$ 8,000.00	\$ 118.00	\$ 5,900.00	\$ 220.00	\$ 11,000.00						
629.20	ADJUST ELEVATION OF VALVE BOX	34	EACH	\$ 200.00	\$ 6,800.00	\$ 580.00	\$ 19,720.00	\$ 260.00	\$ 8,840.00	\$ 250.00	\$ 8,500.00	\$ 206.00	\$ 7,004.00	\$ 202.00	\$ 6,868.00						
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (6 INCH)	60	LF	\$ 100.00	\$ 6,000.00	\$ 100.00	\$ 6,000.00	\$ 125.00	\$ 7,500.00	\$ 120.00	\$ 7,200.00	\$ 111.00	\$ 6,660.00	\$ 186.00	\$ 11,160.00						
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (8 INCH)	380	LF	\$ 150.00	\$ 57,000.00	\$ 166.00	\$ 62,880.00	\$ 135.00	\$ 51,300.00	\$ 150.00	\$ 57,000.00	\$ 129.00	\$ 49,020.00	\$ 215.00	\$ 81,700.00						
629.24	DUCTILE IRON WATER PIPE, CEMENT-LINED (10 INCH)	50	LF	\$ 300.00	\$ 15,000.00	\$ 377.00	\$ 18,850.00	\$ 310.00	\$ 15,500.00	\$ 300.00	\$ 15,000.00	\$ 300.00	\$ 15,000.00	\$ 275.00	\$ 13,750.00						
629.27	GATE VALVE WITH VALVE BOX (6")	2	EACH	\$ 2,000.00	\$ 4,000.00	\$ 4,280.00	\$ 8,560.00	\$ 1,800.00	\$ 3,600.00	\$ 1,750.00	\$ 3,500.00	\$ 2,500.00	\$ 5,000.00	\$ 1,475.00	\$ 2,950.00						
629.27	GATE VALVE WITH VALVE BOX (6")	2	EACH	\$ 2,000.00	\$ 4,000.00	\$ 4,280.00	\$ 8,560.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00	\$ 2,050.00	\$ 4,100.00	\$ 3,400.00	\$ 6,800.00						
629.28	HYDRANT	2	EACH	\$ 6,000.00	\$ 12,000.00	\$ 6,200.00	\$ 12,400.00	\$ 10,100.00	\$ 20,200.00	\$ 5,350.00	\$ 10,700.00	\$ 6,625.00	\$ 13,250.00	\$ 8,400.00	\$ 16,800.00						
629.30	REMOVE HYDRANT	2	EACH	\$ 1,500.00	\$ 3,000.00	\$ 1,435.00	\$ 2,870.00	\$ 975.00	\$ 1,950.00	\$ 750.00	\$ 1,500.00	\$ 750.00	\$ 1,500.00	\$ 750.00	\$ 1,500.00						
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (6 INCH)	1	EACH	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 7,550.00	\$ 7,550.00	\$ 10,500.00	\$ 10,500.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00						
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (8 INCH)	1	EACH	\$ 8,000.00	\$ 8,000.00	\$ 11,500.00	\$ 11,500.00	\$ 9,150.00	\$ 9,150.00	\$ 11,500.00	\$ 11,500.00	\$ 8,700.00	\$ 8,700.00	\$ 10,500.00	\$ 10,500.00						
629.35	TAPPING SLEEVE AND VALVE WITH VALVE BOX (10 INCH)	2	EACH	\$ 10,000.00	\$ 20,000.00	\$ 12,500.00	\$ 25,000.00	\$ 12,200.00	\$ 24,400.00	\$ 13,500.00	\$ 27,000.00	\$ 13,000.00	\$ 26,000.00	\$ 15,000.00	\$ 30,000.00						
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (8 INCH)	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	\$ 3,150.00	\$ 3,150.00	\$ 5,000.00	\$ 5,000.00	\$ 10,600.00	\$ 10,600.00	\$ 100,000.00	\$ 100,000.00						
629.42	TRANSFER TO NEW SYSTEM, WATER SYSTEM (10 INCH)	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 12,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 125,000.00	\$ 125,000.00						
630.10	UNIFORMED TRAFFIC OFFICERS	1000	HR	\$ 100.00	\$ 100,000.00	\$ 60.00	\$ 60,000.00	\$ 81.00	\$ 81,000.00	\$ 85.00	\$ 85,000.00	\$ 105.00	\$ 105,000.00	\$ 103.50	\$ 103,500.00						
630.15	FLAGGERS	7000	HR	\$ 50.00	\$ 350,000.00	\$ 30.00	\$ 210,000.00	\$ 64.00	\$ 448,000.00	\$ 60.00	\$ 420,000.00	\$ 60.00	\$ 420,000.00	\$ 70.00	\$ 490,000.00						
631.16	TESTING EQUIPMENT, CONCRETE	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 700.00	\$ 700.00	\$ 1,650.00	\$ 1,650.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,875.00	\$ 1,875.00						
631.17	TESTING EQUIPMENT, BITUMINOUS	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 1,550.00	\$ 1,550.00	\$ 500.03	\$ 500.03	\$ 500.00	\$ 500.00	\$ 1,725.00	\$ 1,725.00						
632.10	RAILROAD FLAGGERS (N.A.E.I.)	75000	DL	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00	\$ 1.00	\$ 75,000.00						
633.10	CPM SCHEDULE	8	EACH	\$ 500.00	\$ 4,000.00	\$ 500.00	\$ 4,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,250.00	\$ 10,000.00	\$ 1,000.00	\$ 8,000.00	\$ 1,500.00	\$ 12,000.00						
635.11	MOBILIZATION/DEMobilIZATION	1	LS	\$ 862,776.00	\$ 862,776.00	\$ 540,000.00	\$ 540,000.00	\$ 950,000.00	\$ 950,000.00	\$ 940,000.00	\$ 940,000.00	\$ 960,000.00	\$ 960,000.00	\$ 1,100,000.00	\$ 1,100,000.00						
641.11	TRAFFIC CONTROL, ALL-INCLUSIVE	1	LS	\$ 500,000.00	\$ 500,000.00	\$ 321,000.00	\$ 321,000.00	\$ 720,000.00	\$ 720,000.00	\$ 500,000.00	\$ 500,000.00	\$ 1,600,000.00	\$ 1,600,000.00	\$ 1,000,000.00	\$ 1,000,000.00						
641.15	PORTABLE CHANGEABLE MESSAGE SIGN	6	EACH	\$ 6,500.00	\$ 39,000.00	\$ 11,800.00	\$ 70,800.00	\$ 7,650.00	\$ 45,900.00	\$ 6,500.00	\$ 39,000.00	\$ 10,000.00	\$ 60,000.00	\$ 12,000.00	\$ 72,000.00						
646.603	DURABLE 4 INCH WHITE LINE, EPOXY PAINT	6100	LF	\$ 1.00	\$ 6,100.00	\$ 2.70	\$ 16,470.00	\$ 2.50	\$ 15,250.00	\$ 3.25	\$ 19,825.00	\$ 2.50	\$ 15,250.00	\$ 3.00	\$ 18,300.00						

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineer's Estimate			Engineers Construction, Inc.			Kubricky Construction Corp.			S. D. Ireland Brothers Corporation			J. Hutchins, Inc.			J. A. McDonald, Inc.		
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
646.413	DURABLE 1/2 INCH YELLOW LINE, EPOXY PAINT	5400	LF	\$ 1.00	\$ 5,400.00	\$ 2.70	\$ 14,580.00	\$ 2.50	\$ 13,500.00	\$ 3.25	\$ 17,550.00	\$ 2.50	\$ 13,500.00	\$ 2.50	\$ 13,500.00	\$ 3.00	\$ 16,200.00				
646.443	DURABLE 8 INCH WHITE LINE, EPOXY PAINT	220	LF	\$ 6.00	\$ 1,320.00	\$ 6.20	\$ 1,364.00	\$ 6.50	\$ 1,430.00	\$ 8.00	\$ 1,760.00	\$ 8.00	\$ 1,760.00	\$ 6.00	\$ 1,320.00	\$ 7.50	\$ 1,650.00				
646.453	DURABLE 8 INCH YELLOW LINE, EPOXY PAINT	170	LF	\$ 6.00	\$ 1,020.00	\$ 6.20	\$ 1,054.00	\$ 6.50	\$ 1,105.00	\$ 8.00	\$ 1,360.00	\$ 8.00	\$ 1,360.00	\$ 6.00	\$ 1,020.00	\$ 8.00	\$ 1,360.00				
646.483	DURABLE 24 INCH STOP BAR, EPOXY PAINT	350	LF	\$ 10.00	\$ 3,500.00	\$ 8.20	\$ 2,870.00	\$ 8.50	\$ 2,975.00	\$ 12.00	\$ 4,200.00	\$ 12.00	\$ 4,200.00	\$ 8.00	\$ 2,800.00	\$ 9.00	\$ 3,150.00				
646.493	DURABLE LETTER OR SYMBOL, EPOXY PAINT	70	EACH	\$ 120.00	\$ 8,400.00	\$ 155.00	\$ 10,850.00	\$ 155.00	\$ 10,850.00	\$ 200.00	\$ 14,000.00	\$ 200.00	\$ 14,000.00	\$ 150.00	\$ 10,500.00	\$ 175.00	\$ 12,250.00				
646.503	DURABLE CROSSWALK MARKING, EPOXY PAINT	490	LF	\$ 30.00	\$ 14,700.00	\$ 21.00	\$ 10,290.00	\$ 21.00	\$ 10,290.00	\$ 25.00	\$ 12,250.00	\$ 25.00	\$ 12,250.00	\$ 20.00	\$ 9,800.00	\$ 22.50	\$ 11,025.00				
646.513	DURABLE RAILROAD CROSSING SYMBOL, EPOXY PAINT	9	EACH	\$ 750.00	\$ 6,750.00	\$ 1,100.00	\$ 9,900.00	\$ 1,050.00	\$ 9,450.00	\$ 1,300.00	\$ 11,700.00	\$ 1,300.00	\$ 11,700.00	\$ 1,000.00	\$ 9,000.00	\$ 1,100.00	\$ 9,900.00				
646.602	TEMPORARY 4 INCH WHITE LINE, PAINT	10500	LF	\$ 0.25	\$ 2,625.00	\$ 0.50	\$ 5,250.00	\$ 0.50	\$ 5,250.00	\$ 0.50	\$ 5,250.00	\$ 1.25	\$ 13,125.00	\$ 0.50	\$ 5,250.00	\$ 0.65	\$ 6,825.00				
646.612	TEMPORARY 4 INCH YELLOW LINE, PAINT	10700	LF	\$ 0.25	\$ 2,675.00	\$ 0.50	\$ 5,350.00	\$ 0.50	\$ 5,350.00	\$ 0.50	\$ 5,350.00	\$ 1.25	\$ 13,375.00	\$ 0.50	\$ 5,350.00	\$ 0.65	\$ 6,955.00				
646.642	TEMPORARY 8 INCH WHITE LINE, PAINT	500	LF	\$ 2.00	\$ 1,000.00	\$ 2.50	\$ 1,250.00	\$ 2.50	\$ 1,250.00	\$ 3.00	\$ 1,500.00	\$ 3.00	\$ 1,500.00	\$ 2.50	\$ 1,250.00	\$ 5.25	\$ 2,625.00				
646.652	TEMPORARY 8 INCH YELLOW LINE, PAINT	330	LF	\$ 2.00	\$ 660.00	\$ 2.50	\$ 825.00	\$ 2.50	\$ 825.00	\$ 3.00	\$ 990.00	\$ 3.00	\$ 990.00	\$ 2.50	\$ 825.00	\$ 3.50	\$ 1,155.00				
646.682	TEMPORARY 24 INCH STOP BAR, PAINT	550	LF	\$ 5.00	\$ 2,750.00	\$ 4.00	\$ 2,200.00	\$ 4.00	\$ 2,200.00	\$ 6.00	\$ 3,300.00	\$ 6.00	\$ 3,300.00	\$ 4.00	\$ 2,200.00	\$ 5.00	\$ 2,750.00				
646.692	TEMPORARY LETTER OR SYMBOL, PAINT	140	EACH	\$ 50.00	\$ 7,000.00	\$ 40.00	\$ 5,600.00	\$ 42.00	\$ 5,880.00	\$ 50.00	\$ 7,000.00	\$ 50.00	\$ 7,000.00	\$ 40.00	\$ 5,600.00	\$ 49.00	\$ 6,860.00				
646.702	TEMPORARY CROSSWALK MARKING, PAINT	970	LF	\$ 10.00	\$ 9,700.00	\$ 8.00	\$ 7,760.00	\$ 8.50	\$ 8,245.00	\$ 16.00	\$ 15,520.00	\$ 16.00	\$ 15,520.00	\$ 8.00	\$ 7,760.00	\$ 9.00	\$ 8,730.00				
646.712	TEMPORARY RAILROAD CROSSING SYMBOL, PAINT	14	EACH	\$ 100.00	\$ 1,400.00	\$ 400.00	\$ 5,600.00	\$ 420.00	\$ 5,880.00	\$ 500.00	\$ 7,000.00	\$ 500.00	\$ 7,000.00	\$ 400.00	\$ 5,600.00	\$ 450.00	\$ 6,300.00				
646.76	LINE STRIPING TARGETS	1200	EACH	\$ 2.00	\$ 2,400.00	\$ 1.25	\$ 1,500.00	\$ 2.00	\$ 2,400.00	\$ 2.00	\$ 2,400.00	\$ 1.00	\$ 1,200.00	\$ 4.00	\$ 4,800.00	\$ 1.75	\$ 2,100.00				
646.85	REMOVAL OF EXISTING PAVEMENT MARKINGS	360	SF	\$ 5.00	\$ 1,800.00	\$ 4.00	\$ 1,520.00	\$ 4.00	\$ 1,520.00	\$ 10.00	\$ 3,600.00	\$ 10.00	\$ 3,600.00	\$ 5.00	\$ 1,800.00	\$ 4.00	\$ 1,520.00				
651.15	SEED	220	LB	\$ 15.00	\$ 3,300.00	\$ 15.00	\$ 3,300.00	\$ 11.00	\$ 2,420.00	\$ 15.00	\$ 3,300.00	\$ 15.00	\$ 3,300.00	\$ 10.00	\$ 2,200.00	\$ 18.00	\$ 3,960.00				
651.17	SEED, WINTER RYE	220	LB	\$ 12.00	\$ 2,640.00	\$ 10.00	\$ 2,200.00	\$ 11.00	\$ 2,420.00	\$ 15.00	\$ 3,300.00	\$ 15.00	\$ 3,300.00	\$ 10.00	\$ 2,200.00	\$ 10.00	\$ 2,200.00				
651.18	FERTILIZER	500	LB	\$ 6.00	\$ 3,000.00	\$ 4.00	\$ 2,000.00	\$ 4.00	\$ 2,000.00	\$ 5.00	\$ 2,500.00	\$ 5.00	\$ 2,500.00	\$ 12.00	\$ 6,000.00	\$ 3.25	\$ 1,625.00				
651.20	AGRICULTURAL LIMESTONE	2	TON	\$ 1,000.00	\$ 2,000.00	\$ 700.00	\$ 1,400.00	\$ 735.00	\$ 1,470.00	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00	\$ 200.00	\$ 400.00	\$ 1,100.00	\$ 2,200.00				
651.25	TOPSOIL	400	CY	\$ 80.00	\$ 32,000.00	\$ 130.00	\$ 52,000.00	\$ 170.00	\$ 68,000.00	\$ 60.00	\$ 24,000.00	\$ 60.00	\$ 24,000.00	\$ 30.00	\$ 12,000.00	\$ 145.00	\$ 58,000.00				
653.01	EPSC PLAN	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,250.00	\$ 5,250.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,000.00	\$ 2,000.00	\$ 7,800.00	\$ 7,800.00				
653.02	MONITORING EPSC PLAN	80	HR	\$ 40.00	\$ 3,200.00	\$ 65.00	\$ 5,200.00	\$ 135.00	\$ 10,800.00	\$ 65.00	\$ 5,200.00	\$ 65.00	\$ 5,200.00	\$ 48.00	\$ 3,840.00	\$ 45.00	\$ 3,600.00				
653.03	MAINTENANCE OF EPSC PLAN (N.A.B.I.)	1	LU	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97	\$ 2,866.97				
653.10	HAY MULCH	1	TON	\$ 1,000.00	\$ 1,000.00	\$ 1,250.00	\$ 1,250.00	\$ 2,100.00	\$ 2,100.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,675.00	\$ 1,675.00	\$ 2,200.00	\$ 2,200.00				
653.20	ROLLED EROSION CONTROL PRODUCT, TYPE I	750	SY	\$ 3.00	\$ 2,250.00	\$ 3.00	\$ 2,250.00	\$ 4.00	\$ 3,000.00	\$ 5.00	\$ 3,750.00	\$ 5.00	\$ 3,750.00	\$ 2.00	\$ 1,500.00	\$ 4.00	\$ 3,000.00				
653.25	CHECK DAM, TYPE I	10	CY	\$ 70.00	\$ 700.00	\$ 120.00	\$ 1,200.00	\$ 535.00	\$ 5,350.00	\$ 75.00	\$ 750.00	\$ 75.00	\$ 750.00	\$ 85.00	\$ 850.00	\$ 150.00	\$ 1,500.00				
653.35	STABILIZED CONSTRUCTION ENTRANCE	100	CY	\$ 50.00	\$ 5,000.00	\$ 80.00	\$ 8,000.00	\$ 110.00	\$ 11,000.00	\$ 75.00	\$ 7,500.00	\$ 75.00	\$ 7,500.00	\$ 20.00	\$ 2,000.00	\$ 125.00	\$ 12,500.00				
653.41	INLET PROTECTION DEVICE, TYPE II	50	EACH	\$ 200.00	\$ 10,000.00	\$ 170.00	\$ 8,500.00	\$ 280.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 250.00	\$ 12,500.00	\$ 190.00	\$ 9,500.00	\$ 130.00	\$ 6,500.00				
653.42	INLET PROTECTION DEVICE, TYPE III	1	CY	\$ 100.00	\$ 100.00	\$ 400.00	\$ 400.00	\$ 535.00	\$ 535.00	\$ 535.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 400.00	\$ 250.00	\$ 250.00				
653.45	FILTER BAG	1	EACH	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 500.00	\$ 500.00	\$ 1,800.00	\$ 1,800.00				
653.475	SILT FENCE, TYPE I	100	LF	\$ 5.00	\$ 500.00	\$ 3.00	\$ 300.00	\$ 12.00	\$ 1,200.00	\$ 6.00	\$ 600.00	\$ 6.00	\$ 600.00	\$ 5.00	\$ 500.00	\$ 24.00	\$ 2,400.00				
653.55	PROJECT DEMARCATION FENCE	950	LF	\$ 2.00	\$ 1,900.00	\$ 2.00	\$ 1,900.00	\$ 3.00	\$ 2,850.00	\$ 1.50	\$ 1,425.00	\$ 1.50	\$ 1,425.00	\$ 1.50	\$ 1,425.00	\$ 3.75	\$ 3,562.50				
656.30	DECIDUOUS TREES (CELTIS OCCIDENTALIS PRARIE PRIDE)(B4B)(2.5'-3')	3	EACH	\$ 1,000.00	\$ 3,000.00	\$ 935.00	\$ 2,805.00	\$ 775.00	\$ 2,325.00	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	\$ 737.00	\$ 2,211.00	\$ 800.00	\$ 2,400.00				
656.30	DECIDUOUS TREES (ACER RUBRUM)(B4B)(2.5'-3' CALL)	8	EACH	\$ 1,000.00	\$ 8,000.00	\$ 935.00	\$ 7,480.00	\$ 890.00	\$ 7,120.00	\$ 1,100.00	\$ 8,800.00	\$ 1,100.00	\$ 8,800.00	\$ 850.00	\$ 6,800.00	\$ 900.00	\$ 7,200.00				
656.30	DECIDUOUS TREES (ULMUS AMERICANA *PRINCETON)(B4B)(2.5'-3' CA	18	EACH	\$ 1,000.00	\$ 18,000.00	\$ 935.00	\$ 16,830.00	\$ 1,100.00	\$ 19,800.00	\$ 1,350.00	\$ 24,300.00	\$ 1,350.00	\$ 24,300.00	\$ 1,025.00	\$ 18,450.00	\$ 1,100.00	\$ 19,800.00				
656.45	TRANSPLANTING TREES	1	EACH	\$ 1,500.00	\$ 1,500.00	\$ 4,200.00	\$ 4,200.00	\$ 1,050.00	\$ 1,050.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00				

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineer's Estimate			Engineers Construction, Inc.			Kubricky Construction Corp.			S. D. Ireland Brothers Corporation			J. Hutchins, Inc.			J.A. McDonald, Inc.		
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
656.55	TRANSPLANTING GROUND COVER	100	SY	\$ 150.00	\$ 15,000.00	\$ 33.00	\$ 3,300.00	\$ 26.00	\$ 2,600.00	\$ 30.00	\$ 3,000.00	\$ 25.00	\$ 2,500.00	\$ 28.00	\$ 2,800.00						
656.65	LANDSCAPE WATERING	11	M GAL	\$ 200.00	\$ 2,200.00	\$ 1.25	\$ 13.75	\$ 280.00	\$ 2,860.00	\$ 300.00	\$ 3,300.00	\$ 250.00	\$ 2,750.00	\$ 250.00	\$ 2,750.00						
656.80	LANDSCAPE BACKFILL, TRUCK MEASUREMENT	35	CY	\$ 100.00	\$ 3,500.00	\$ 102.00	\$ 3,570.00	\$ 79.00	\$ 2,765.00	\$ 90.00	\$ 3,150.00	\$ 75.00	\$ 2,625.00	\$ 85.00	\$ 2,975.00						
656.85	TREE PROTECTION	1	LY	\$ 300.00	\$ 300.00	\$ 5,000.00	\$ 5,000.00	\$ 4,700.00	\$ 4,700.00	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 2,500.00	\$ 16,500.00	\$ 16,500.00						
675.20	TRAFFIC SIGN, TYPE A	450	SF	\$ 20.00	\$ 9,000.00	\$ 24.00	\$ 10,800.00	\$ 24.00	\$ 10,800.00	\$ 27.00	\$ 12,150.00	\$ 23.00	\$ 10,350.00	\$ 27.00	\$ 12,150.00						
675.33	TUBULAR STEEL SIGN POST	1000	LB	\$ 10.00	\$ 10,000.00	\$ 9.00	\$ 9,000.00	\$ 9.00	\$ 9,000.00	\$ 10.00	\$ 10,000.00	\$ 8.50	\$ 8,500.00	\$ 10.00	\$ 10,000.00						
675.341	SQUARE TUBE SIGN POST AND ANCHOR	630	LF	\$ 25.00	\$ 15,750.00	\$ 17.00	\$ 10,710.00	\$ 18.00	\$ 11,340.00	\$ 20.00	\$ 12,600.00	\$ 17.00	\$ 10,710.00	\$ 20.00	\$ 12,600.00						
675.43	FOUNDATION FOR TUBULAR STEEL POST	8	EACH	\$ 1,500.00	\$ 12,000.00	\$ 2,300.00	\$ 18,400.00	\$ 2,300.00	\$ 18,400.00	\$ 2,500.00	\$ 20,000.00	\$ 2,190.00	\$ 17,520.00	\$ 2,500.00	\$ 20,000.00						
675.50	REMOVING SIGNS	73	EACH	\$ 15.00	\$ 1,095.00	\$ 11.00	\$ 803.00	\$ 11.00	\$ 803.00	\$ 25.00	\$ 1,825.00	\$ 10.00	\$ 730.00	\$ 20.00	\$ 1,460.00						
675.60	RESETTING SIGNS	24	EACH	\$ 30.00	\$ 720.00	\$ 31.00	\$ 744.00	\$ 31.00	\$ 744.00	\$ 50.00	\$ 1,200.00	\$ 30.00	\$ 720.00	\$ 60.00	\$ 1,440.00						
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (FIVE CORNERS)	1	EACH	\$ 70,000.00	\$ 70,000.00	\$ 69,400.00	\$ 69,400.00	\$ 45,500.00	\$ 45,500.00	\$ 50,000.00	\$ 50,000.00	\$ 44,000.00	\$ 44,000.00	\$ 52,000.00	\$ 52,000.00						
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (MAPLE STREET & RAILROAD STREET)	1	EACH	\$ 400,000.00	\$ 400,000.00	\$ 346,780.00	\$ 346,780.00	\$ 304,000.00	\$ 304,000.00	\$ 343,000.00	\$ 343,000.00	\$ 290,000.00	\$ 290,000.00	\$ 360,000.00	\$ 360,000.00						
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & IROQUOIS AVE & FRANKLIN STREET)	1	EACH	\$ 70,000.00	\$ 70,000.00	\$ 44,800.00	\$ 44,800.00	\$ 45,600.00	\$ 45,600.00	\$ 48,000.00	\$ 48,000.00	\$ 43,500.00	\$ 43,500.00	\$ 52,000.00	\$ 52,000.00						
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & RAILROAD STREET)	1	EACH	\$ 300,000.00	\$ 300,000.00	\$ 303,000.00	\$ 303,000.00	\$ 255,000.00	\$ 255,000.00	\$ 294,000.00	\$ 294,000.00	\$ 242,750.00	\$ 242,750.00	\$ 308,000.00	\$ 308,000.00						
678.15	TRAFFIC CONTROL SIGNAL SYSTEM, INTERSECTION (PARK STREET & SOUTH STREET & RIVER STREET)	1	EACH	\$ 50,000.00	\$ 50,000.00	\$ 29,500.00	\$ 29,500.00	\$ 14,700.00	\$ 14,700.00	\$ 25,350.00	\$ 25,350.00	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00	\$ 28,000.00						
678.21	ELECTRICAL CONDUIT (2 INCH HDPE)	720	LF	\$ 40.00	\$ 28,800.00	\$ 28.00	\$ 20,160.00	\$ 27.00	\$ 19,440.00	\$ 30.00	\$ 21,600.00	\$ 26.00	\$ 18,720.00	\$ 20.00	\$ 14,400.00						
678.23	WIRED CONDUIT	6700	LF	\$ 20.00	\$ 134,000.00	\$ 29.00	\$ 194,300.00	\$ 21.00	\$ 140,700.00	\$ 35.00	\$ 234,500.00	\$ 20.00	\$ 134,000.00	\$ 22.50	\$ 150,750.00						
678.24	ELECTRICAL WIRING	335	LF	\$ 10.00	\$ 3,350.00	\$ 3.00	\$ 1,005.00	\$ 26.00	\$ 8,710.00	\$ 25.00	\$ 8,375.00	\$ 25.00	\$ 8,375.00	\$ 26.00	\$ 8,710.00						
678.30	ELECTRICAL CONDUIT SLEEVE (10" HDPE)	230	LF	\$ 100.00	\$ 23,000.00	\$ 95.00	\$ 21,850.00	\$ 175.00	\$ 40,250.00	\$ 77.00	\$ 17,710.00	\$ 165.00	\$ 37,950.00	\$ 105.00	\$ 24,150.00						
680.50	PRICE ADJUSTMENT, FUEL (N.A.B.I.)	1	LU	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00							
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS I)	10	CY	\$ 500.00	\$ 5,000.00	\$ 500.00	\$ 5,000.00	\$ 280.00	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00	\$ 215.00	\$ 2,150.00	\$ 900.00	\$ 9,000.00						
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS II)	10	CY	\$ 400.00	\$ 4,000.00	\$ 500.00	\$ 5,000.00	\$ 375.00	\$ 3,750.00	\$ 3,750.00	\$ 3,000.00	\$ 3,000.00	\$ 320.00	\$ 3,200.00	\$ 950.00	\$ 9,500.00					
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS I)	10	CY	\$ 600.00	\$ 6,000.00	\$ 1,150.00	\$ 11,500.00	\$ 435.00	\$ 4,350.00	\$ 4,350.00	\$ 750.00	\$ 7,500.00	\$ 360.00	\$ 3,600.00	\$ 1,250.00	\$ 12,500.00					
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)	4060	CY	\$ 100.00	\$ 406,000.00	\$ 126.00	\$ 511,560.00	\$ 160.00	\$ 649,600.00	\$ 220.00	\$ 892,200.00	\$ 156.00	\$ 633,360.00	\$ 275.00	\$ 1,116,500.00						
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)	340	CY	\$ 150.00	\$ 51,000.00	\$ 24.00	\$ 8,160.00	\$ 280.00	\$ 95,200.00	\$ 340.00	\$ 115,600.00	\$ 250.00	\$ 85,000.00	\$ 250.00	\$ 85,000.00						
900.608	SPECIAL PROVISION (DRAINAGE AGGREGATE)	540	CY	\$ 70.00	\$ 37,800.00	\$ 97.00	\$ 52,380.00	\$ 100.00	\$ 54,000.00	\$ 65.00	\$ 35,100.00	\$ 60.00	\$ 32,400.00	\$ 100.00	\$ 54,000.00						
900.608	SPECIAL PROVISION (PERMEABLE BASE)	120	CY	\$ 70.00	\$ 8,400.00	\$ 97.00	\$ 11,640.00	\$ 130.00	\$ 15,600.00	\$ 70.00	\$ 8,400.00	\$ 75.00	\$ 9,000.00	\$ 240.00	\$ 28,800.00						
900.608	SPECIAL PROVISION (RAILROAD BALLAST)	10	CY	\$ 200.00	\$ 2,000.00	\$ 105.00	\$ 1,050.00	\$ 165.00	\$ 1,650.00	\$ 200.00	\$ 2,000.00	\$ 81.00	\$ 810.00	\$ 150.00	\$ 1,500.00						
900.620	SPECIAL PROVISION (BICYCLE LOCKER)	5	EACH	\$ 2,500.00	\$ 12,500.00	\$ 7,200.00	\$ 36,000.00	\$ 4,400.00	\$ 22,000.00	\$ 4,500.00	\$ 22,500.00	\$ 37,000.00	\$ 185,000.00	\$ 5,000.00	\$ 25,000.00						
900.620	SPECIAL PROVISION (BIKE RACK)	9	EACH	\$ 350.00	\$ 3,150.00	\$ 710.00	\$ 6,390.00	\$ 705.00	\$ 6,345.00	\$ 525.00	\$ 4,725.00	\$ 715.00	\$ 6,435.00	\$ 1,200.00	\$ 10,800.00						
900.620	SPECIAL PROVISION (ADJUST ELEVATION OF MONITORING WELL)	2	EACH	\$ 200.00	\$ 400.00	\$ 1,879.25	\$ 3,758.50	\$ 1,350.00	\$ 2,700.00	\$ 1,000.00	\$ 2,000.00	\$ 110.00	\$ 220.00	\$ 1,500.00	\$ 3,000.00						
900.620	SPECIAL PROVISION (CURING CONCRETE)	6	EACH	\$ 1,000.00	\$ 6,000.00	\$ 2,800.00	\$ 16,800.00	\$ 1,250.00	\$ 7,500.00	\$ 1,250.00	\$ 7,500.00	\$ 2,600.00	\$ 15,600.00	\$ 750.00	\$ 4,500.00						
900.620	SPECIAL PROVISION (JUNCTION BOX, HEAVY DUTY)	13	EACH	\$ 1,000.00	\$ 13,000.00	\$ 1,760.00	\$ 22,880.00	\$ 2,200.00	\$ 28,600.00	\$ 1,800.00	\$ 23,400.00	\$ 2,100.00	\$ 27,300.00	\$ 1,800.00	\$ 23,400.00						
900.620	SPECIAL PROVISION (POWER PEDESTAL)	2	EACH	\$ 6,000.00	\$ 12,000.00	\$ 22,800.00	\$ 45,600.00	\$ 17,800.00	\$ 35,600.00	\$ 18,000.00	\$ 36,000.00	\$ 17,000.00	\$ 34,000.00	\$ 23,500.00	\$ 47,000.00						
900.620	SPECIAL PROVISION (PRECAST CONCRETE COMBINATION STRUCTURE WITH CAST IRON GRATE AND COVER)	4	EACH	\$ 8,000.00	\$ 32,000.00	\$ 24,050.00	\$ 96,200.00	\$ 13,300.00	\$ 53,200.00	\$ 14,800.00	\$ 59,200.00	\$ 15,000.00	\$ 60,000.00	\$ 12,500.00	\$ 50,000.00						

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Engineer's Estimate			Engineers Construction, Inc.			Kubricky Construction Corp.			S. D. Ireland Brothers Corporation			J. Hutchins, Inc.			J. A. McDonald, Inc.		
				UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT		
900.620	SPECIAL PROVISION (REMOVE BOLLARD)	4	EACH	\$ 100.00	\$ 400.00	\$ 310.00	\$ 1,240.00	\$ 225.00	\$ 900.00	\$ 200.00	\$ 800.00	\$ 680.00	\$ 2,720.00	\$ 400.00	\$ 1,600.00						
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)	47	EACH	\$ 10,000.00	\$ 470,000.00	\$ 11,500.00	\$ 540,500.00	\$ 9,600.00	\$ 451,200.00	\$ 14,000.00	\$ 658,000.00	\$ 9,150.00	\$ 430,050.00	\$ 14,500.00	\$ 681,500.00						
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL) (ALTERNATE)	47	EACH	\$ 10,000.00	\$ 470,000.00	\$ 11,500.00	\$ 540,500.00	\$ 9,600.00	\$ 451,200.00	\$ 12,000.00	\$ 564,000.00	\$ 9,150.00	\$ 430,050.00	\$ 12,000.00	\$ 564,000.00						
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE SL)	4	EACH	\$ 3,000.00	\$ 12,000.00	\$ 4,750.00	\$ 19,000.00	\$ 3,800.00	\$ 15,200.00	\$ 5,000.00	\$ 24,000.00	\$ 3,600.00	\$ 14,400.00	\$ 6,000.00	\$ 24,000.00						
900.620	SPECIAL PROVISION (VIDEO MONITORING SYSTEM)	1	EACH	\$ 10,000.00	\$ 10,000.00	\$ 23,500.00	\$ 23,500.00	\$ 12,500.00	\$ 12,500.00	\$ 16,000.00	\$ 16,000.00	\$ 11,950.00	\$ 11,950.00	\$ 16,000.00	\$ 16,000.00						
900.620	SPECIAL PROVISION (JUNCTION BOX, BURLINGTON TELECOM)	2	EACH	\$ 1,000.00	\$ 2,000.00	\$ 1,550.00	\$ 3,100.00	\$ 2,600.00	\$ 5,200.00	\$ 1,000.00	\$ 2,000.00	\$ 2,500.00	\$ 5,000.00	\$ 1,500.00	\$ 3,000.00						
900.625	SPECIAL PROVISION (CURING COMPOUND)	120	GAL	\$ 100.00	\$ 12,000.00	\$ 100.00	\$ 12,000.00	\$ 34.00	\$ 4,080.00	\$ 100.00	\$ 12,000.00	\$ 45.00	\$ 5,400.00	\$ 90.00	\$ 10,800.00						
900.640	SPECIAL PROVISION (6" SLEEVE FOR UTILITY)	100	LF	\$ 100.00	\$ 10,000.00	\$ 80.00	\$ 8,000.00	\$ 180.00	\$ 18,000.00	\$ 85.00	\$ 8,500.00	\$ 171.00	\$ 17,100.00	\$ 82.00	\$ 8,200.00						
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB1)	620	LF	\$ 250.00	\$ 155,000.00	\$ 255.00	\$ 158,100.00	\$ 295.00	\$ 182,900.00	\$ 185.00	\$ 114,700.00	\$ 283.00	\$ 175,460.00	\$ 185.00	\$ 114,700.00						
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB2)	60	LF	\$ 200.00	\$ 12,000.00	\$ 232.00	\$ 13,920.00	\$ 305.00	\$ 18,300.00	\$ 260.00	\$ 15,600.00	\$ 310.00	\$ 18,600.00	\$ 270.00	\$ 16,200.00						
900.640	SPECIAL PROVISION (DUCTBANK, UC-DB3)	100	LF	\$ 150.00	\$ 15,000.00	\$ 110.00	\$ 11,000.00	\$ 215.00	\$ 21,500.00	\$ 200.00	\$ 20,000.00	\$ 205.00	\$ 20,500.00	\$ 192.00	\$ 19,200.00						
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL BLACK STEEL WITH GATE)	90	LF	\$ 150.00	\$ 12,000.00	\$ 115.00	\$ 9,200.00	\$ 88.00	\$ 7,940.00	\$ 95.00	\$ 7,600.00	\$ 73.00	\$ 5,840.00	\$ 95.00	\$ 7,600.00						
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL BLACK STEEL, 6 FEET)	1010	LF	\$ 200.00	\$ 202,000.00	\$ 165.00	\$ 166,650.00	\$ 165.00	\$ 166,650.00	\$ 185.00	\$ 186,850.00	\$ 93.00	\$ 93,930.00	\$ 180.00	\$ 181,800.00						
900.640	SPECIAL PROVISION (FENCE, ORNAMENTAL WHITE VINYL PICKET)	170	LF	\$ 150.00	\$ 25,500.00	\$ 60.00	\$ 10,200.00	\$ 92.00	\$ 15,640.00	\$ 101.00	\$ 17,170.00	\$ 59.00	\$ 10,030.00	\$ 100.00	\$ 17,000.00						
900.640	SPECIAL PROVISION (FENCE, TEMPORARY CHAIN-LINK, 8 FEET)	1130	LF	\$ 50.00	\$ 56,500.00	\$ 22.00	\$ 24,860.00	\$ 22.00	\$ 24,860.00	\$ 25.00	\$ 28,250.00	\$ 25.25	\$ 28,532.50	\$ 23.00	\$ 25,990.00						
900.645	SPECIAL PROVISION (EV CHARGING STATION)	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 23,300.00	\$ 23,300.00	\$ 24,200.00	\$ 24,200.00	\$ 34,000.00	\$ 34,000.00	\$ 23,100.00	\$ 23,100.00	\$ 35,000.00	\$ 35,000.00						
900.645	SPECIAL PROVISION (REMOVE TIMBER WALL)	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 20,000.00	\$ 20,000.00	\$ 6,200.00	\$ 6,200.00	\$ 1,500.00	\$ 1,500.00	\$ 4,700.00	\$ 4,700.00	\$ 5,000.00	\$ 5,000.00						
900.645	SPECIAL PROVISION (STORMWATER TREATMENT SYSTEM)	1	LS	\$ 100,000.00	\$ 100,000.00	\$ 150,000.00	\$ 150,000.00	\$ 69,400.00	\$ 69,400.00	\$ 120,000.00	\$ 120,000.00	\$ 130,000.00	\$ 130,000.00	\$ 94,000.00	\$ 94,000.00						
900.675	SPECIAL PROVISION (GREEN PAVEMENT MARKINGS)	5	SY	\$ 250.00	\$ 1,250.00	\$ 520.00	\$ 2,600.00	\$ 525.00	\$ 2,625.00	\$ 600.00	\$ 3,000.00	\$ 500.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00						
900.675	SPECIAL PROVISION (IMPRINTED/COLORIZED CONCRETE SURFACE, 4 IN)	560	SY	\$ 300.00	\$ 168,000.00	\$ 245.00	\$ 137,200.00	\$ 360.00	\$ 201,600.00	\$ 292.00	\$ 141,120.00	\$ 173.00	\$ 96,880.00	\$ 350.00	\$ 196,000.00						
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 4 IN)	1390	SY	\$ 125.00	\$ 173,750.00	\$ 95.00	\$ 132,050.00	\$ 185.00	\$ 257,150.00	\$ 115.00	\$ 159,850.00	\$ 94.00	\$ 130,660.00	\$ 184.00	\$ 255,760.00						
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 6 IN)	60	SY	\$ 150.00	\$ 9,000.00	\$ 155.00	\$ 9,300.00	\$ 210.00	\$ 12,600.00	\$ 125.00	\$ 7,500.00	\$ 150.00	\$ 9,000.00	\$ 207.00	\$ 12,420.00						
900.675	SPECIAL PROVISION (PORTLAND CEMENT CONCRETE SIDEWALK, 8 IN)	320	SY	\$ 175.00	\$ 56,000.00	\$ 160.00	\$ 51,200.00	\$ 220.00	\$ 70,400.00	\$ 150.00	\$ 48,000.00	\$ 123.00	\$ 39,360.00	\$ 230.00	\$ 73,600.00						
900.675	SPECIAL PROVISION (SOIL DEMARCATION BARRIER)	4000	SY	\$ 3.00	\$ 12,000.00	\$ 3.70	\$ 14,800.00	\$ 2.00	\$ 8,000.00	\$ 2.50	\$ 10,000.00	\$ 2.00	\$ 8,000.00	\$ 3.00	\$ 12,000.00						
900.675	SPECIAL PROVISION (PERMEABLE PAVERS)	730	SY	\$ 300.00	\$ 219,000.00	\$ 180.00	\$ 131,400.00	\$ 200.00	\$ 146,000.00	\$ 207.00	\$ 151,110.00	\$ 172.00	\$ 125,560.00	\$ 185.00	\$ 135,050.00						
				Base Bid Total			\$ 7,947,720.00	\$ 8,997,710.97	\$ 9,449,978.00	\$ 9,449,978.00	\$ 9,596,806.47	\$ 11,565,474.47									
				Actual Total			\$ 8,014,330.00	\$ 8,957,710.97	\$ 9,449,978.00	\$ 9,449,978.00	\$ 9,596,806.47	\$ 11,565,474.47									

Essex Jct STP 5300(13), Crescent Connector - City Cost for Non-Participating Items

Development & Non-Hazardous Waste Soil Disposal - 0% Project Participation

<u>Item #</u>	<u>Item Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
656.30	DECIDUOUS TREES (CELTIS OCCIDENTALIS PRARIE PRIDE)(B&B)(2.5"-3" CAL.)	3	EACH	\$ 935.00	\$ 2,805.00
656.30	DECIDUOUS TREES (ACER RUBRUM)(B&B)(2.5"-3" CAL.)	1	EACH	\$ 935.00	\$ 935.00
656.30	DECIDUOUS TREES (ULMUS AMERICANA "PRINCETON")(B&B)(2.5"-3" CAL.)	13	EACH	\$ 935.00	\$ 12,155.00
656.65	LANDSCAPE WATERING	6	MGAL	\$ 1.25	\$ 7.50
656.80	LANDSCAPE BACKFILL, TRUCK MEASUREMENT	20	CY	\$ 102.00	\$ 2,040.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS I)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS II)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS III)	10	CY	\$ 1,150.00	\$ 11,500.00
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)	4060	CY	\$ 126.00	\$ 511,560.00
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)	340	CY	\$ 24.00	\$ 8,160.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)	47	EACH	\$ 11,500.00	\$ 540,500.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)(ALTERNATE BID)	-47	EACH	\$ 11,500.00	\$ (540,500.00)
900.620	SPECIAL PROVISION (BICYCLE LOCKER)	5	EACH	\$ 7,200.00	\$ 36,000.00
900.620	SPECIAL PROVISION (BIKE RACK)	9	EACH	\$ 710.00	\$ 6,390.00
900.645	SPECIAL PROVISION (EV CHARGING STATION)	1	LS	\$ 23,300.00	\$ 23,300.00
TOTAL					\$ 624,852.50

Development & Non-Hazardous Waste Soil Disposal - 50% Project Participation

<u>Item #</u>	<u>Item Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
656.30	DECIDUOUS TREES (CELTIS OCCIDENTALIS PRARIE PRIDE)(B&B)(2.5"-3" CAL.)	3	EACH	\$ 935.00	\$ 2,805.00
656.30	DECIDUOUS TREES (ACER RUBRUM)(B&B)(2.5"-3" CAL.)	1	EACH	\$ 935.00	\$ 935.00
656.30	DECIDUOUS TREES (ULMUS AMERICANA "PRINCETON")(B&B)(2.5"-3" CAL.)	13	EACH	\$ 935.00	\$ 12,155.00
656.65	LANDSCAPE WATERING	6	MGAL	\$ 1.25	\$ 7.50
656.80	LANDSCAPE BACKFILL, TRUCK MEASUREMENT	20	CY	\$ 102.00	\$ 2,040.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS I)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS II)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS III)	10	CY	\$ 1,150.00	\$ 11,500.00
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)	2030	CY	\$ 126.00	\$ 255,780.00
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)	170	CY	\$ 24.00	\$ 4,080.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)	47	EACH	\$ 11,500.00	\$ 540,500.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)(ALTERNATE BID)	-47	EACH	\$ 11,500.00	\$ (540,500.00)
900.620	SPECIAL PROVISION (BICYCLE LOCKER)	5	EACH	\$ 7,200.00	\$ 36,000.00
900.620	SPECIAL PROVISION (BIKE RACK)	9	EACH	\$ 710.00	\$ 6,390.00
900.645	SPECIAL PROVISION (EV CHARGING STATION)	1	LS	\$ 23,300.00	\$ 23,300.00
TOTAL					\$ 364,992.50

Development & Non-Hazardous Waste Soil Disposal - 100% Project Participation

<u>Item #</u>	<u>Item Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
656.30	DECIDUOUS TREES (CELTIS OCCIDENTALIS PRARIE PRIDE)(B&B)(2.5"-3" CAL.)	3	EACH	\$ 935.00	\$ 2,805.00
656.30	DECIDUOUS TREES (ACER RUBRUM)(B&B)(2.5"-3" CAL.)	1	EACH	\$ 935.00	\$ 935.00
656.30	DECIDUOUS TREES (ULMUS AMERICANA "PRINCETON")(B&B)(2.5"-3" CAL.)	13	EACH	\$ 935.00	\$ 12,155.00
656.65	LANDSCAPE WATERING	6	MGAL	\$ 1.25	\$ 7.50
656.80	LANDSCAPE BACKFILL, TRUCK MEASUREMENT	20	CY	\$ 102.00	\$ 2,040.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS I)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF PETROLEUM CONTAMINATED SOILS, CLASS II)	10	CY	\$ 500.00	\$ 5,000.00
900.608	SPECIAL PROVISION (EXCAVATION OF CONTAMINATED SOILS, CLASS III)	10	CY	\$ 1,150.00	\$ 11,500.00
900.608	SPECIAL PROVISION (DISPOSAL OF DEVELOPMENT SOILS)	0	CY	\$ 126.00	\$ -
900.608	SPECIAL PROVISION (DISPOSAL OF NON-HAZARDOUS WASTE SOILS)	0	CY	\$ 24.00	\$ -
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)	47	EACH	\$ 11,500.00	\$ 540,500.00
900.620	SPECIAL PROVISION (STREET LIGHT ASSEMBLY, TYPE PL)(ALTERNATE BID)	-47	EACH	\$ 11,500.00	\$ (540,500.00)
900.620	SPECIAL PROVISION (BICYCLE LOCKER)	5	EACH	\$ 7,200.00	\$ 36,000.00
900.620	SPECIAL PROVISION (BIKE RACK)	9	EACH	\$ 710.00	\$ 6,390.00
900.645	SPECIAL PROVISION (EV CHARGING STATION)	1	LS	\$ 23,300.00	\$ 23,300.00
TOTAL					\$ 105,132.50

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	ADVANCE AUTO PARTS	01/12/23	NYLON CLAMP ASSORT 552301255054	210-5-40-12-610.000 General Supplies	9.50	44244	01/27/23
05290	ADVANCE AUTO PARTS	01/17/23	SYDR FITTING 1 EA 552301721968	210-5-40-12-610.000 General Supplies	8.69	44244	01/27/23
05290	ADVANCE AUTO PARTS	01/17/23	Clip 3 Pack 1 EA CURT 552301755169	210-5-40-12-610.000 General Supplies	11.38	44244	01/27/23
05290	ADVANCE AUTO PARTS	01/18/23	Meguiar's detailer 552301839875	210-5-40-12-610.000 General Supplies	8.08	44244	01/27/23
42665	AMAZON/SYNCB	01/10/23	J Coll, A Coll, J Prog, T 9852 012023	210-5-35-10-640.202 Juvenile Collection	227.76	44249	01/27/23
42665	AMAZON/SYNCB	01/10/23	J Coll, A Coll, J Prog, T 9852 012023	210-5-35-10-640.201 Adult Collection	68.32	44249	01/27/23
42665	AMAZON/SYNCB	01/10/23	J Coll, A Coll, J Prog, T 9852 012023	210-5-35-10-840.202 Childrens Programs	110.50	44249	01/27/23
42665	AMAZON/SYNCB	01/10/23	J Coll, A Coll, J Prog, T 9852 012023	210-5-35-10-735.000 Tech: Equip/Hardware	136.24	44249	01/27/23
42665	AMAZON/SYNCB	01/10/23	J Coll, A Coll, J Prog, T 9852 012023	210-5-35-10-610.000 General Supplies	403.78	44249	01/27/23
V0065	AMERICAN LIBRARY ASSOCIAT	01/17/23	Training/Conf/Dues: Membe 87808 2023	210-5-35-10-500.000 Training, Conf, Dues	175.00	44250	01/27/23
V0065	AMERICAN LIBRARY ASSOCIAT	01/01/23	Membership Dues W Hysko ALA 012023	210-5-35-10-500.000 Training, Conf, Dues	155.00	44250	01/27/23
04310	APALACHEE MARINE	01/20/23	Salt 67096	210-5-40-12-600.000 Salt, Sand and Gravel	3576.27	44251	01/27/23
07465	BIBENS ACE HARDWARE INC	01/24/23	sockets 46892	210-5-40-12-610.000 General Supplies	25.97	44257	01/27/23
22140	BSC INDUSTRIES INC	01/17/23	J-CHAIN RIVETED ROLLER CH 3783092	210-5-40-12-610.000 General Supplies	50.18	44260	01/27/23
03000	CARGILL SALT EASTERN INC	12/30/22	DEICER SALT ICE CNTRL BLK 2907837123	210-5-40-12-600.000 Salt, Sand and Gravel	2778.66	44261	01/27/23
03000	CARGILL SALT EASTERN INC	01/03/23	DEICER SALT ICE CNTRL BLK 2907843918	210-5-40-12-600.000 Salt, Sand and Gravel	1985.74	44261	01/27/23
03000	CARGILL SALT EASTERN INC	01/04/23	DEICER SALT ICE CNTRL BLK 2907847986A	210-5-40-12-600.000 Salt, Sand and Gravel	2784.68	44261	01/27/23
03000	CARGILL SALT EASTERN INC	01/06/23	DEICER SALT ICE CNTRL BLK 2907855772A	210-5-40-12-600.000 Salt, Sand and Gravel	2785.54	44261	01/27/23
03000	CARGILL SALT EASTERN INC	01/09/23	DEICER SALT ICE CNTRL BLK 2907861241	210-5-40-12-600.000 Salt, Sand and Gravel	2781.24	44261	01/27/23
V04609	CENTER POINT LARGE PRINT	01/01/23	Adult Collection 1981458	210-5-35-10-640.201 Adult Collection	98.28	44266	01/27/23
V0461	CENTRAL BEVERAGE	12/15/22	Adult Collection: newspaper 100	210-5-35-10-640.201 Adult Collection	297.00	44267	01/27/23
V10617	CHADWICK-BAROSS	01/09/23	sw-45 snow plow C50668	210-5-40-12-430.000 R&M Vehicles & Equipment	73.18	44268	01/27/23
V10617	CHADWICK-BAROSS	01/09/23	SW 45 linear actuator C50899	210-5-40-12-430.000 R&M Vehicles & Equipment	2113.66	44268	01/27/23
V10617	CHADWICK-BAROSS	01/11/23	Sw50 sidewalk plow parts G58731	210-5-40-12-430.000 R&M Vehicles & Equipment	1821.79	44268	01/27/23
21210	CINTAS LOC # 68M 71 M	01/19/23	SM SHOP TWL-RED- 4143937934	210-5-40-12-610.000 General Supplies	103.92	44270	01/27/23

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
21210	01/01/23	water cooler lease	9206405612A	210-5-40-12-610.000 General Supplies	50.00	44270	01/27/23
17895	12/31/22	City Building Cleaning De	12305	210-5-41-21-400.000 Contracted Services	2206.26	44271	01/27/23
17895	12/31/22	City Building Cleaning De	12305	210-5-41-20-400.000 Contracted Services	1470.84	44271	01/27/23
17895	01/03/23	MSP Cleaning December	12353	210-5-41-26-400.000 Contracted Services	2413.80	44271	01/27/23
25120	01/03/23	Clicktime	010323	210-5-13-10-505.000 Tech. Subs, Licenses	112.00	44272	01/27/23
25120	01/11/23	EJRP Timesheets Dec	391539	210-5-30-10-330.000 Professional Services	700.00	44272	01/27/23
04940	01/12/23	Tv Internet 01-19-23 thr	0091811 0123	210-5-40-12-600.000 Salt, Sand and Gravel	74.64	44274	01/27/23
04940	01/12/23	Tv Internet 01-19-23 thr	0091811 0123	210-5-40-12-610.000 General Supplies	189.65	44274	01/27/23
17025	01/17/23	Recording Secretary	0122	210-5-10-10-530.000 Communications	288.21	44279	01/27/23
40945	01/25/23	State permit 2 linc	012523D	210-5-41-20-431.000 R&M Buildings & Grounds	50.00	44282	01/27/23
25715	01/13/23	City utility maps.	22818 011323	210-5-40-12-330.000 Professional Services	369.00	44284	01/27/23
V10686	11/21/22	I Am Responding Subscript	2211552	210-5-25-10-505.000 Tech. Subs, Licenses	735.00	44289	01/27/23
05550	01/19/23	Daily Log	ES0101049	210-5-25-10-505.000 Tech. Subs, Licenses	206.88	44291	01/27/23
21845	01/19/23	Tech Subscriptions	0017 0123	210-5-35-10-505.000 Tech. Subs, Licenses	112.66	44295	01/27/23
19005	01/01/23	Phone/Internet Services	13216650	210-5-41-20-530.000 Communications	556.11	44296	01/27/23
34895	01/06/23	remove brush from tree tr	1690388	210-5-40-12-571.000 Streetscape Maintenance	345.00	44301	01/27/23
07160	01/14/23	Tech Access, Prepaid, Due	G23-3527	210-5-35-10-505.000 Tech. Subs, Licenses	1259.51	44303	01/27/23
07160	01/14/23	Tech Access, Prepaid, Due	G23-3527	210-1-00-00-120.000 Prepaid Expenses	1259.51	44303	01/27/23
07160	01/14/23	Tech Access, Prepaid, Due	G23-3527	210-5-35-10-500.000 Training, Conf, Dues	100.00	44303	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-41-20-622.000 Electricity	572.10	44304	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-41-22-622.000 Electricity	572.10	44304	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-40-12-622.000 Electricity	41.82	44304	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-41-21-622.000 Electricity	1123.70	44304	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-40-12-622.000 Electricity	318.68	44304	01/27/23
07010	01/09/23	solar accounts 12/06/22-0	01/09/23D	210-5-41-23-622.000 Electricity	348.41	44304	01/27/23

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
07010	GREEN MOUNTAIN POWER CORP	01/10/23	NON SOLAR ACCTS 12/09/22- 01/10/23 NS	210-5-40-12-622.200 Streetlight Electricity	11397.28	44305	01/27/23
07010	GREEN MOUNTAIN POWER CORP	01/10/23	NON SOLAR ACCTS 12/09/22- 01/10/23 NS	210-5-40-12-622.200 Streetlight Electricity	854.18	44305	01/27/23
07010	GREEN MOUNTAIN POWER CORP	01/09/23	MSP Power December 0123 75 MAPA	210-5-41-26-622.000 Electricity	247.23	44307	01/27/23
07010	GREEN MOUNTAIN POWER CORP	01/09/23	MSP Power December 0123 75 MAPL	210-5-41-26-622.000 Electricity	1386.23	44308	01/27/23
V11462	INFORMATION TODAY INC.	12/14/22	Adult Collection 175462161	210-5-35-10-640.201 Adult Collection	483.53	44313	01/27/23
37715	INTEGRITY COMMUNICATIONS	01/18/23	2 Lincoln 2nd floor cabli 42172	210-5-41-20-431.000 R&M Buildings & Grounds	1376.34	44314	01/27/23
V10407	KIMBALL MIDWEST	01/23/23	lubricant 100684330	210-5-40-12-610.000 General Supplies	-103.94	44317	01/27/23
V10407	KIMBALL MIDWEST	01/23/23	rebilled with no tax 100684375	210-5-40-12-610.000 General Supplies	97.14	44317	01/27/23
V10407	KIMBALL MIDWEST	01/24/23	2921307 PARKER 101SQ-16-1 100691401	210-5-40-12-610.000 General Supplies	143.70	44317	01/27/23
26920	MAYVILLE DARBY	01/23/23	Minutes PC Meeting Januar 47	210-5-16-10-330.000 Professional Services	77.60	44321	01/27/23
V9970	MIDWEST TAPE	10/14/22	Adult Collection 502819714	210-5-35-10-640.201 Adult Collection	190.93	44322	01/27/23
V9970	MIDWEST TAPE	10/19/22	Adult Collection 502839078	210-5-35-10-640.201 Adult Collection	22.49	44322	01/27/23
V9970	MIDWEST TAPE	12/09/22	Adult Collection 503077116	210-5-35-10-640.201 Adult Collection	39.99	44322	01/27/23
14585	MUNICIPAL EMERGENCY SERVI	02/11/23	Flow Test SCBA 02112023D	210-5-25-10-431.000 R&M Buildings & Grounds	759.23	44324	01/27/23
13475	NEEDHAM ELECTRIC SUPPLY (01/09/23	MSP Lighting Project S5973303001	210-5-30-12-431.000 R&M Buildings & Grounds	905.38	44326	01/27/23
13475	NEEDHAM ELECTRIC SUPPLY (01/07/23	Elect wall plate and outl S5973306001	210-5-41-20-431.000 R&M Buildings & Grounds	46.72	44326	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-10-10-210.000 Group Insurance	302.52	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-13-10-210.000 Group Insurance	233.97	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-40-12-210.000 Group Insurance	310.66	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-40-13-210.000 Group Insurance	13.71	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-35-10-210.000 Group Insurance	471.35	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-30-10-210.000 Group Insurance	647.20	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	210-5-30-12-210.000 Group Insurance	104.53	44328	01/27/23
V10554	PHOENIX BOOKS BURLINGTON	01/13/23	Adult Collection, J Colle 701928	210-5-35-10-640.201 Adult Collection	27.99	44337	01/27/23
V10554	PHOENIX BOOKS BURLINGTON	01/13/23	Adult Collection, J Colle 701928	210-5-35-10-640.202 Juvenile Collection	27.98	44337	01/27/23

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
43275	01/16/23	RYCANDON MECHANICAL, INC. Heaters - Teen Center 14566	210-5-41-20-431.000 R&M Buildings & Grounds	3000.00	44340	01/27/23
43275	01/16/23	RYCANDON MECHANICAL, INC. 2 Lincoln HVAC Maintenanc 14567	210-5-41-20-431.000 R&M Buildings & Grounds	260.00	44340	01/27/23
03180	07/28/22	SAFETY SYSTEMS OF VT LLC Fire Alarm Service -and c 22001	210-5-40-12-520.000 Insurance	150.00	44341	01/27/23
21000	01/18/23	UNIFIRST CORPORATION Contracted services : mat 1080126043A	210-5-41-21-400.000 Contracted Services	63.47	44350	01/27/23
40935	12/29/22	VERMONT FLANNEL LLC Pants 203285	210-5-25-10-612.000 Uniforms	2884.03	44352	01/27/23
23395	01/09/23	VILLAGE HARDWARE - WILLIS batteries for pager 516014	210-5-40-12-610.000 General Supplies	11.39	44353	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-10-10-210.000 Group Insurance	73.95	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-13-10-210.000 Group Insurance	48.82	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-40-12-210.000 Group Insurance	63.50	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-40-13-210.000 Group Insurance	2.80	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-35-10-210.000 Group Insurance	102.96	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-30-10-210.000 Group Insurance	125.65	44354	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	210-5-30-12-210.000 Group Insurance	23.69	44354	01/27/23
28195	01/01/23	VT BUSINESS MAGAZINE Adult Collection 6529	210-5-35-10-640.201 Adult Collection	40.00	44356	01/27/23
09930	12/27/22	VT ELEVATOR INSPECTION SV Elevator Inspection 35731	210-5-41-21-400.000 Contracted Services	200.00	44357	01/27/23
43280	01/16/23	VT MECHANICAL INC. Heater in main garage - 39464	210-5-40-12-431.000 R&M Buildings & Grounds	401.00	44359	01/27/23
25715	11/28/22	DONALD L. HAMLIN CONSULT Main Street from north of 21806 1122	254-5-54-70-723.004 Main St Water Line	2693.50	44284	01/27/23
40025	01/09/23	E J PRESCOTT INC 6X12 SS1 REP CLAMP 684724 6126251	254-5-54-20-430.000 R&M Vehicles & Equipment	612.06	44288	01/27/23
07010	01/10/23	GREEN MOUNTAIN POWER CORP NON SOLAR ACCTS 12/09/22- 01/10/23 NS	254-5-54-20-622.000 Electricity	87.93	44305	01/27/23
24960	01/17/23	NORTHEAST DELTA DENTAL Feb Dental City 2023 011723925619	254-5-54-20-210.000 Group Insurance	188.07	44328	01/27/23
21230	01/19/23	VISION SERVICE PLAN (CT) Feb Vision City 2023 817022009	254-5-54-20-210.000 Group Insurance	19.56	44354	01/27/23
43280	01/12/23	VT MECHANICAL INC. Replace Reznor heater om 39453	254-5-54-20-610.000 General Supplies	7224.00	44359	01/27/23
22140	01/06/23	BSC INDUSTRIES INC Grit Blower Belts 3782146	255-5-55-30-570.000 Other Purchased Services	86.02	44260	01/27/23
11375	01/01/23	CASELLA WASTE MANAGEMENT Grit Disposal for January 3383649	255-5-55-30-421.000 Grit Disposal	1189.45	44262	01/27/23
23455	11/30/22	CHITTENDEN SOLID WASTE DI NOV22 Biosolids INV15473	255-5-55-30-568.000 Biosolids Subcontractor	5642.43	44269	01/27/23

Vendor	Invoice Date	Invoice Description	Invoice Number	Account	Amount Paid	Check Number	Check Date
06870	01/19/23	ENDYNE INC	2301-01275	Essex Jct. WWT 255-5-55-30-340.000	35.00	44290	01/27/23
			435528	Technical Services			
06870	01/19/23	ENDYNE INC	2301-01275	Essex Jct. WWT 255-5-55-30-340.000	35.00	44290	01/27/23
			435528 0	Technical Services			
04640	01/03/23	FASTENAL INDUSTRIAL & CON	to repair Handel at EQ	255-5-55-30-570.000	41.69	44293	01/27/23
			VTBUR316330	Other Purchased Services			
04640	01/06/23	FASTENAL INDUSTRIAL & CON	Headworks Gas Alarms	255-5-55-30-570.000	3837.84	44293	01/27/23
			VTBUR316421	Other Purchased Services			
29280	01/19/23	FIRST NATIONAL BANK OMAH	WWTF visa 12/20 thr 01/19	255-5-55-30-505.000	51.00	44294	01/27/23
			04810 0123	Tech. Subs, Licenses			
V1093	01/16/23	HOLLAND CO., INC.	Aluminate SODIUM ALUMINAT	255-5-55-30-619.000	21296.95	44312	01/27/23
			19260	Chemicals			
24960	01/17/23	NORTHEAST DELTA DENTAL	Feb Dental City 2023	255-5-55-30-210.000	574.18	44328	01/27/23
			011723925619	Group Insurance			
V2093	01/10/23	SLACK CHEMICAL COMPANY IN	3,423 G Caustic 50% 6/30/	255-5-55-30-619.000	16342.34	44346	01/27/23
			449760	Chemicals			
V2124	01/14/23	STAPLES ADVANTAGE	resupply for the office	255-5-55-30-610.000	49.05	44348	01/27/23
			3527816222	General Supplies			
21230	01/19/23	VISION SERVICE PLAN (CT)	Feb Vision City 2023	255-5-55-30-210.000	107.84	44354	01/27/23
			817022009	Group Insurance			
07565	01/16/23	W B MASON CO INC	PAPER, 8.5X11, 98BRT, 20 LB,	255-5-55-30-610.000	111.68	44361	01/27/23
			235591198	General Supplies			
42625	01/01/23	ALDRICH & ELLIOTT PC	Jct PS Upgrades	256-5-56-70-722.005	795.00	44245	01/27/23
			81022	Maple/River/West St PS			
07010	01/09/23	GREEN MOUNTAIN POWER CORP	solar accounts 12/06/22-0	256-5-56-40-622.000	540.09	44304	01/27/23
			01/09/23D	Electricity			
07010	01/09/23	GREEN MOUNTAIN POWER CORP	solar accounts 12/06/22-0	256-5-56-40-434.001	275.71	44304	01/27/23
			01/09/23D	Susie Wilson PS Costs			
07010	01/09/23	GREEN MOUNTAIN POWER CORP	solar accounts 12/06/22-0	256-5-56-40-434.002	283.41	44304	01/27/23
			01/09/23D	West Street PS Costs			
07010	01/10/23	GREEN MOUNTAIN POWER CORP	NON SOLAR ACCTS 12/09/22-	256-5-56-40-622.000	472.62	44305	01/27/23
			01/10/23 NS	Electricity			
V9454	01/14/23	LENNY'S SHOE & APP	uniforms for sanatation	256-5-56-40-612.000	150.00	44318	01/27/23
			3478520	Uniforms			
24960	01/17/23	NORTHEAST DELTA DENTAL	Feb Dental City 2023	256-5-56-40-210.000	374.69	44328	01/27/23
			011723925619	Group Insurance			
25330	01/11/23	QUEEN CITY STEEL CO.	2" od.120 ERW 10' truck 1	256-5-56-40-430.000	75.00	44338	01/27/23
			274765	R&M Vehicles & Equipment			
21230	01/19/23	VISION SERVICE PLAN (CT)	Feb Vision City 2023	256-5-56-40-210.000	76.66	44354	01/27/23
			817022009	Group Insurance			
01930	01/15/23	CENTER FOR TECHNOLOGY	Soup Luncheon	258-5-33-13-830.000	97.00	44265	01/27/23
			6229151	Regular Programs			
17895	12/31/22	CLEAN NEST	City Building Cleaning De	258-5-33-13-330.000	216.66	44271	01/27/23
			12305	Professional Services			
21000	01/18/23	UNIFIRST CORPORATION	Senior Center	258-5-33-13-330.000	63.47	44350	01/27/23
			1080126043	Professional Services			
21000	01/18/23	UNIFIRST CORPORATION	Sr. Center	258-5-33-13-330.000	51.98	44350	01/27/23
			1080126044	Professional Services			
19815	01/09/23	AMAZON CAPITAL SERVICES	Behavior Support Supplies	259-5-30-15-610.000	36.99	44247	01/27/23
			11F9NTXQ1N7K	General Supplies			

Vendor	Invoice Description	Invoice Date	Invoice Number	Account	Amount Paid	Check Number	Check Date
19815	AMAZON CAPITAL SERVICES	01/14/23	RK Hiawatha Supplies 11VYGG7PD14J	259-5-30-15-610.000 General Supplies	127.22	44247	01/27/23
19815	AMAZON CAPITAL SERVICES	01/09/23	RK Westford Supplies 1MRQ3WH91DG6	259-5-30-15-610.000 General Supplies	12.93	44247	01/27/23
19815	AMAZON CAPITAL SERVICES	01/15/23	Preschool Supplies 1V9677CNLKKX	259-5-30-16-610.000 General Supplies	111.38	44247	01/27/23
17895	CLEAN NEST	01/03/23	MSP Cleaning December 12353	259-5-30-15-330.000 Professional Services	1609.20	44271	01/27/23
17895	CLEAN NEST	01/08/23	Park St PS Floor Work 12356	259-5-30-16-330.000 Professional Services	780.00	44271	01/27/23
02800	DISCOUNT SCHOOL SUPPLY IN	01/04/23	Preschool Supplies P41901890101	259-5-30-16-610.000 General Supplies	299.80	44283	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	259-5-30-15-210.000 Group Insurance	428.35	44328	01/27/23
24960	NORTHEAST DELTA DENTAL	01/17/23	Feb Dental City 2023 011723925619	259-5-30-16-210.000 Group Insurance	363.40	44328	01/27/23
19085	OCTOBER SIBERIANS	12/07/22	Vac Camp Field Trip 12/28 120722D	259-5-30-15-580.000 Travel	800.00	44333	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/10/23	RK Fleming Snack 789418	259-5-30-15-610.000 General Supplies	146.51	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/11/23	RK Fleming CREDIT 790007	259-5-30-15-610.000 General Supplies	-154.64	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/12/23	RK MSP SH Snack 791166	259-5-30-15-610.000 General Supplies	129.01	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/12/23	RK Snack 791308	259-5-30-15-610.000 General Supplies	108.98	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/16/23	RK FMS Snack 792768	259-5-30-15-610.000 General Supplies	223.05	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/17/23	RK Summit Snack 792804	259-5-30-15-610.000 General Supplies	208.93	44336	01/27/23
29425	PERFORMANCE FOOD SERVICE	01/17/23	RK Hiawatha Snack 793182	259-5-30-15-610.000 General Supplies	121.44	44336	01/27/23
10435	SCREENMYLOGO.COM	01/10/23	RK Sweatshirts 19801	259-5-30-15-330.000 Professional Services	3170.40	44342	01/27/23
21230	VISION SERVICE PLAN (CT)	01/19/23	Feb Vision City 2023 817022009	259-5-30-15-210.000 Group Insurance	110.72	44354	01/27/23
21230	VISION SERVICE PLAN (CT)	01/19/23	Feb Vision City 2023 817022009	259-5-30-16-210.000 Group Insurance	83.63	44354	01/27/23

01/30/23

Town of Essex Accounts Payable

07:31 am

Check Warrant Report # 17338 Current Prior Next FY Invoices For Fund (GENERAL FUND)

smaynard

For Check Acct 01 (GENERAL FUND) All check #s 01/27/23 To 01/27/23 & Fund 2

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
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Report Total

137996.62

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CITY OF ESSEX JUNCTION
CITY COUNCIL MEETING MINUTES
WEDNESDAY, JANUARY 25, 2023

COUNCILORS PRESENT: Andrew Brown, President; Raj Chawla, Vice-President; Dan Kerin; Amber Thibeault; George Tyler

ADMINISTRATION and STAFF: Regina Mahony, City Manager; Brad Luck, Recreation Director; Chelsea Mandigo, Water Quality Superintendent; Jess Morris, Finance Director

OTHERS PRESENT: Paul Bohne, Green Mountain Transit; Alise Certa; Annie Cooper; Pat Murray; Frank Puleo; Cody Racine; Janelle Racine; Ken Signorello; Jason Struthers; Kate Vanni; Jenna P.; Bridget; Heidi; Robin; RSM

1. CALL TO ORDER

Mr. Brown called the meeting of the City Council to order at 6:30 PM.

2. AGENDA ADDITIONS/ CHANGES

Mr. Brown requested that item 5g. Discussion of the FY24 General Fund Budget and Consideration of Warning the Public Hearing and item 5e. Discussion and Consideration of Moving the 2023 Annual Meeting swap places on the agenda. Mr. Chawla requested that an additional memo be added to item 5e. Mr. Tyler noted that he had comments to share in item 7a, Board Member Comments.

3. APPROVE AGENDA

GEORGE TYLER made a motion, seconded by RAJ CHAWLA, to approve the agenda as amended. Motion passed 5-0.

4. PUBLIC TO BE HEARD

None.

5. BUSINESS ITEMS

a. Discussion and consideration of Health Officer Applicant, Faith Foley

Ms. Foley said she is interested in this position because she is looking for a fulfilling part-time opportunity. She enjoys working with people to problem-solve and has experience in rental inspections through her previous work at the Burlington Housing Authority. Mr. Tyler asked Ms. Foley what she feels is the most common conflict or concern regarding rental housing. She said disagreements between tenants and landlords over repairs and bedbug infestations. Mr. Chawla and Ms. Mahony spoke of the “in-between” nature of this appointment, saying that this role could be served at some point by a full-time staff position. Ms. Foley said that she works full-time and would be able to address concerns on evenings and weekends. Ms. Mahony said that the Town and City health officers would provide backup services to one another as needed.

GEORGE TYLER made a motion, seconded by RAJ CHAWLA, to approve Faith Foley as the City’s Health Officer. Motion passed 5-0.

b. Discussion of Green Mountain Transit Service Changes, Paul Bohne

48 Mr. Bohne said that he has served as the Town of Essex’s representative for the past five years and has
49 held a variety of other positions at Green Mountain Transit (GMT). He said that difficult financial
50 situations forced GMT to cut services, including in Essex Junction. Mr. Bohne said that GMT would be re-
51 instituting fares in June of 2023. There is a strong desire for more bus services from Essex Junction to the
52 UVM Medical Center, and GMT is working to see if this would be possible. He said that GMT is short
53 about six drivers and has had to spend a significant amount on overtime costs to keep existing routes
54 running, becoming both a cost and employee morale issue. Mr. Chawla clarified that the “service
55 additions” Mr. Bohne referenced were really adding back services that had been cut previously. He also
56 asked if a community cost increase could help add services back. Mr. Bohne said that GMT is already
57 asking for a 5% increase this year. Mr. Chawla said Essex Junction’s community plan relies heavily on
58 public transportation. He also raised the possibility of Essex Junction paying more for additional services.
59 Mr. Brown said he would like to have a conversation with the GMT Board to learn more about this.
60

61 **c. Discussion and Consideration of a Wastewater Capital Plan Modification, Chelsea Mandigo**

62 Ms. Mandigo said that the Wastewater Treatment Facility has a co-generation system that produces heat
63 and electricity for the plant. Originally, it was thought that only the generator needed replacement.
64 However, it was found that the engine also needs to be replaced. If it is ordered promptly, the engine will
65 arrive in June. Mr. Brown said that this product should pay for itself in a few years and will significantly
66 reduce monthly power and natural gas bills. Ms. Mandigo said that this equipment would help to capture
67 excess methane rather than release it into the environment.
68

69 **DAN KERIN made a motion, seconded by RAJ CHAWLA, that the City Council amend the**
70 **Wastewater Capital Plan to allocate funds not to exceed \$150,000 for the emergency replacement of**
71 **the co-generation engine. Motion passed 5-0.**
72

73 **d. Discussion of the FY24 Enterprise Budgets**

74 Water, Wastewater, and Sanitation

75 Ms. Morris said that the most notable change in the Water, Wastewater, and Sanitation Funds for the FY24
76 budget is an increase in the amount each fund is charged for administrative fees. These fees are calculated
77 based on the costs for salaries and wages for administrative and finance staff, as well as a portion of
78 building maintenance for Lincoln Hall. She said that the rate calculations from the last meeting were
79 incorrect and thus have dropped since the last meeting. The proposed utility rates will result in an 8.47%
80 increase which calculates to \$49.62 per year on an average bill.
81

82 Senior Center Fund

83 Ms. Morris said that the Town provides this budget and that membership fees fund this. The Senior Center
84 will maintain the status quo in FY 24.
85

86 EJRP Program Fund

87 Mr. Luck said that this fund is an enterprise fund, and it is fully funded by user fees. Seventeen of the full-
88 time EJRP staff are paid for out of this fund. Mr. Brown said the budget appeared to spend \$16,000 more
89 than it brought in. Ms. Morris said that it is due to estimated Worker’s Compensation insurance increases.
90

91 **e. Discussion of the FY24 General Fund Budget and Consideration of Warning the Public Hearing**

92 Ms. Mahony discussed the Council’s progress thus far in creating the FY24 budget. She said there is a
93 1.6% tax increase from FY23 to FY24 or \$42 for an average home. She detailed five new positions,
94 programmatic increases, and the uses of the Local Option Tax funds. Mr. Brown noted that the public

95 hearing process is the opportunity for members of the public to have input on the budget and that there is
96 no longer the option to make changes at the annual meeting.

97

98 Mr. Chawla discussed a memo regarding raising the City Council stipends to \$6,500 a year. He stated that
99 this change would help to allow more diverse representation on the Council. Paying Councilors more
100 would remove barriers to serving on the Council from traditionally unrepresented groups. Mr. Chawla said
101 that he estimates the average City Councilor works 21 hours in this capacity. Investing in these stipends
102 will show that the community is serious about bringing more voices to the table. Mr. Kerin said that he is
103 opposed to increasing stipends. He said that all City Councilors will need to be elected and that it seems
104 like this could be perceived as an effort of the Council to create a future Council with a certain vision. He
105 said it is difficult to get public participation and that putting more money towards the issue will not help.
106 He discussed his experience serving on Boards as a single parent working a varied schedule. He expressed
107 concern that taxpayers cannot afford the increase that this would bring. Mr. Kerin said that more people are
108 involved in local government than ever before due to remote participation options. Mr. Brown said that
109 while this stipend will not take away all barriers, it may help some people participate in government who
110 have not done so before. Mr. Tyler said it is important that potential counselors be interested in a genuine
111 care for the community, not a potential financial gain. He also expressed concern that it could be seen that
112 the City needs to pay people interested in serving on the Council. He also said that the City has no idea
113 who would be elected and that the desired result could be very different from what actually happens.

114

115 Mr. Brown requested public comment. Ms. Mahony read the following comment from Bridgit, “I support
116 the incremental stipend increase for City Councilors. I think it might entice younger people to run and
117 serve. We need to be proactive about this. I’m appreciative of the conversation you’re having.” Mr.
118 Murray expressed his support for this proposal. He said that he feels that some people in the community are
119 being prevented from participating in leadership positions due to financial constraints.

120 Mr. Struthers suggested using stipend money to help to fund City Council campaigns. Ms. Cooper said that
121 she was put off by Mr. Chawla’s lack of professionalism towards his colleagues, but she does support his
122 idea. Mr. Brown requested that the issue be tabled until the next meeting. Mr. Chawla also offered the
123 proposal that the stipend could be listed as “up to \$6,500” and said it could be an individual’s choice of
124 whether to take the funds.

125

126 Moving on to the rest of the budget, Mr. Brown suggested offering a one-time inflation adjustment to staff
127 rather than a permanent salary percentage increase.

128

129 **DAN KERIN made a motion, seconded by RAJ CHAWLA, that the City Council warn a public**
130 **hearing for the fiscal year 2024 proposed budgets and capital programs for the City of Essex**
131 **Junction to be held Wednesday, February 8, 2023, and Wednesday, February 22, 2023. Motion**
132 **passed 5-0.**

133

134 **f. Discussion and Consideration of Moving the 2023 Annual Meeting**

135 Ms. Mahony said that Annual Meeting is scheduled for the first night of Passover. Voters decided upon this
136 at the last Annual Meeting. She suggested moving the meeting to April 10, 2023. However, she noted that
137 this evening is also the Essex Westford School District’s meeting night. It may be possible to combine
138 these two meetings. However, there are some associated complications. Mr. Brown said he would like to
139 bring back some of the excitement of the Annual Meeting, such as the community dinner and community
140 organizations tabling. The Council discussed the possibility of having the meeting on the same evening,
141 and Mr. Tyler said that this has happened in the past. Mr. Chawla stated that the Council did not intend to

142 hold a meeting on Passover and intends to make it right. The final decision will be made at a future
143 meeting.

144
145 **g. Discussion of Charter Changes**

146 Mr. Brown said that four charter changes are proposed. The first is to change the charter to allow the Chair
147 to serve as Health Officer, which is technically considered an employment position with the City. The
148 second is to remove the line that would prevent Councilors from holding City employment for a year after
149 their term ends. The third is to remove the role of moderator, as the annual meeting is an informational
150 meeting now. The position could be appointed if need be. The fourth change is to no longer have the
151 community vote on when to hold the annual meeting a year in advance. This would make it a City Council
152 decision and ideally be scheduled to combine the municipal and school votes.

153
154 **h. Discussion of Dog Ordinance & Rules of Procedure**

155 Ms. Mahony said that the City held its first dog bite hearing on January 11, which has brought forth several
156 procedural and policy-level questions. She recommends that Rules of Procedure be established to handle
157 these hearings. She discussed the pros and cons of amending the ordinance and the possibility of aligning
158 with the Town of Essex, so the Police Department has the same rules to follow in both communities.

159 Mr. Chawla and Mr. Tyler expressed support for both procedural and policy changes to prevent dogs from
160 repeatedly biting other animals. Mr. Tyler said that he would like to see some set conditions for specific
161 types of bites. Mr. Brown said that the Council is not animal control nor animal behavior experts and that
162 some expert guidance needs to be provided moving forward. Ms. Thibeault suggested that the Council
163 participate in state trainings on the issue. Mr. Brown requested public input. Ms. Racine encouraged the
164 adoption of the Town ordinance, and Mr. Racine encouraged the Council to take vicious dog attacks
165 seriously. Ms. Certa said she is a dog owner and has fostered thirteen dogs. She encouraged the Council to
166 utilize animal control to determine bite levels. She said that dogs bite other dogs frequently and much more
167 often than they bite humans. Ms. Mahony said that she would have legal counsel review the current Town
168 ordinance and bring it back to a future meeting.

169
170 **6. CONSENT ITEMS**

171 **Motion by RAJ CHAWLA, second by DAN KERIN, to approve the consent agenda. Motion passed**
172 **5-0.**

173 **a. Approve Check Warrants #17336 (1/13/2023) and #17337 (1/20/2023)**

174 **b. Approve Minutes: December 6, 2022, and January 11, 2023**

175 **c. Main Street Waterline Bid Award**

176 **d. Resolution for 1 Main Street Park Downtown Transit Fund Application**

177
178 **7. READING FILE**

179 **a. Board member comments:** Mr. Tyler said that he and Mr. Kerin have always wanted to have an indoor
180 recreation facility and to make better use of Stevens Park. He superimposed a picture of the Miller Building
181 at the Champlain Valley Expo on Stevens Park and said there would be no loss of the wooded area for
182 adjoining property owners. He said that this location would be easily accessible in the center of the City
183 and could be used for after-school and senior programs. He encouraged the Council to consider this idea
184 for the future and said that the use of the park has declined in the last 30 years. Mr. Kerin described issues
185 at the park and said that nefarious activity occurs there. Mr. Brown requested public comment. Ms. Certa
186 said she would like to see this area utilized better and suggested how this space could be used for arts. Ms.
187 Cooper said that the City has not had a Recreation Advisory Committee in seven years and suggested that
188 this be reimplemented as soon as possible. Mr. Tyler discussed the long-term possibilities associated with
189 the current EWSD building adjoining Stevens Park.

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Mr. Brown encouraged members of the public who are interested to review the dates of Champlain Valley Expo events and said that it would also be available on the website.

- b. Champlain Valley Expo Annual Permit Application 2023**
- c. December Library Report**
- d. Chittenden County Regional Planning Commission Housing Convening Agenda**
- e. Joint Housing Committee Minutes: January 4, 2023**
- f. Development Review Board Minutes: January 12, 2023**

8. EXECUTIVE SESSION

- a. An executive session may be needed to discuss the appointment of a public official**
An executive session was not held.

9. ADJOURN

DAN KERIN made a motion, seconded by RAJ CHAWLA, to adjourn. Motion passed 5-0 at 9:14 PM

Respectfully Submitted,
Darby Mayville
Recording Secretary

MEMORANDUM

TO: City Council and Regina Mahony Manager
FROM: Susan McNamara-Hill, City Clerk
DATE: February 8, 2022
SUBJECT: 2022 Annual City Meeting

Issue

The issue is whether or not the City Council will approve mailing ballots to all active voters for the 2023 Annual City meeting.

Discussion

New election laws allow the legislative body to vote to mail a ballot to all active registered voters for local elections.

The city mailed ballots under emergency provisions in 2021 and under the new election law in 2022.

The board can opt to include postage paid return envelopes or may opt to include return envelopes without pre-paid postage. Many voters use the outside ballot box which is available at the town office 24 hours a day leading up to the election date.

In addition, on February 1, 2023, the Essex Westford School Board requested approval from all three municipalities to mail ballots.

Cost

The cost to mail ballots to all active voters is approximately \$6,700. The additional cost to add postage to the return envelopes is approximately \$4,700. In addition, the cost of printing ballots, printing envelopes, collating, and stuffing envelopes is approximately \$8,000.

Potential cost is approximately \$19,400 if including postage on return envelopes; \$14,700 if not including return postage. The cost is expected to be shared with the School District as the school ballot will be one side of the two-sided ballot we will be printing.

There may be some cost savings if the clerk's office is able to accomplish putting together the mailings with some materials we have on hand and the use of volunteers.

As of December, there is \$12,161 in the elections line budget.

Recommendation

Staff recommends that the City Council vote to mail ballots to all active voters for all questions, the budget, and election of officers and authorize the City Manager to decide whether to include postage on the return envelopes.

Staff further recommends that the City Council approve that the school district mail ballots.

District 5
Certcode 0419-0

**CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2023**

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2023 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aot.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of **ESSEX JUNCTION CITY** in **CHITTENDEN** County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

<i>Town Highways</i>	<i>Previous Mileage</i>	<i>Added Mileage</i>	<i>Subtracted Mileage</i>	<i>Total</i>	<i>Scenic Highways</i>
Class 1	5.013	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Class 2	2.006	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Class 3	28.31	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
State Highway	0.600	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
Total	35.929	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
* Class 1 Lane	1.289	<input type="text"/>	<input type="text"/>	<input type="text"/>	
* Class 4	0.00	<input type="text"/>	<input type="text"/>	<input type="text"/>	0.000
* Legal Trail	0.00	<input type="text"/>	<input type="text"/>	<input type="text"/>	

* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

- NEW HIGHWAYS:** Please attach Selectmen's "Certificate of Completion and Opening".
- DISCONTINUED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- RECLASSIFIED/REMEASURED:** Please attach SIGNED copy of proceedings (minutes of meeting).
- SCENIC HIGHWAYS:** Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees: _____

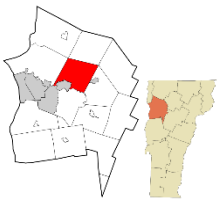
Signature of T/C/V Clerk: _____ Date Filed: _____

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: _____
Representative, Agency of Transportation

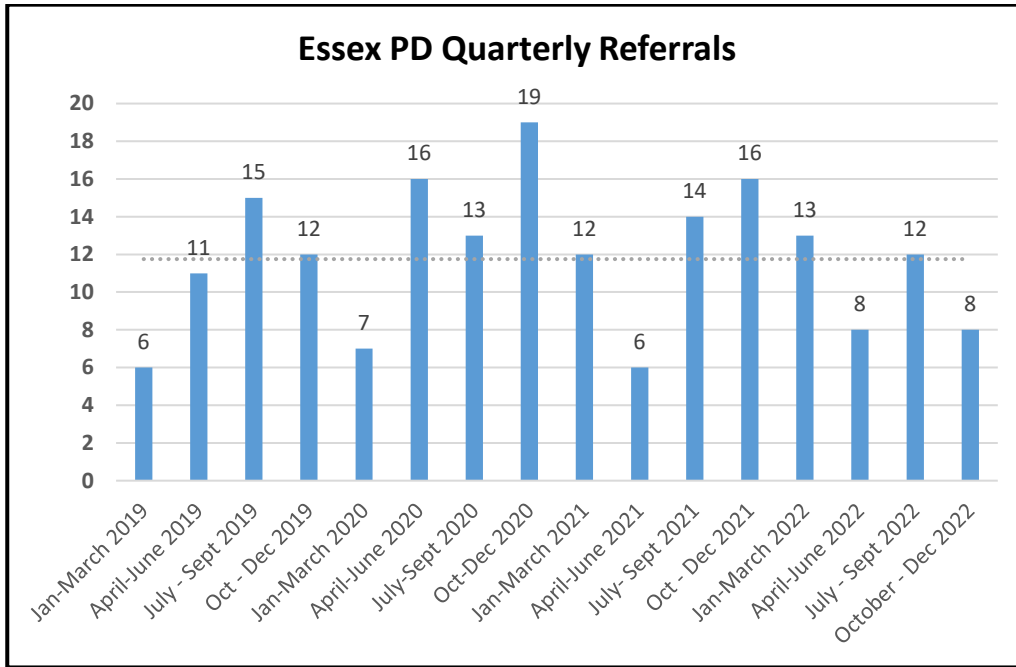
DATE: _____



Restorative Justice in Essex

First half of FY23 (July 2022 – Dec 2022)

Through a Pre-Charge program, the Essex Police Department can refer cases to Restorative Justice Panels instead of court. The panels are facilitated by trained community volunteers and serve as a proven and cost-effective means to addressing low level offenses. Through a series of conversations, the panel process holds those responsible for crime accountable for their actions and provides an important opportunity for those affected by crime to share their stories and identify needs for repair.



Community Impact of July – Dec 22 Referrals

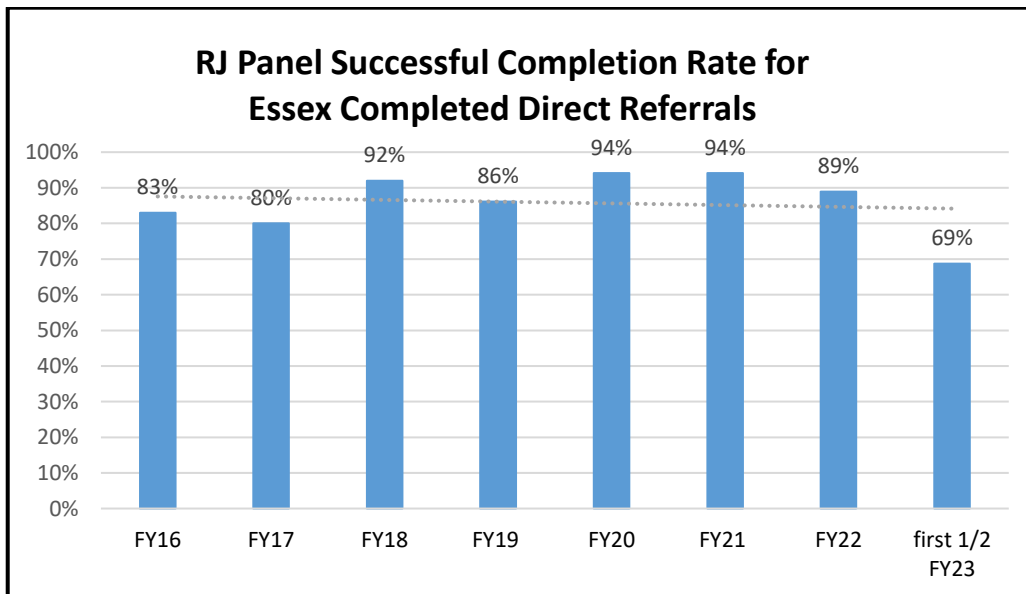
18 of the new cases had community members and businesses impacted by the crime. Essex CJC staff reached out to all the impacted parties to discuss the referral, explore what they needed, and discuss how they can be involved.

Affected parties from 11 cases chose to participate in the restorative justice process involving their situation.

\$782 in restitution was resolved through the panel agreement process by those responsible for the crime.

Community residents provided **116 hours of service** through the facilitation of panels in the community.

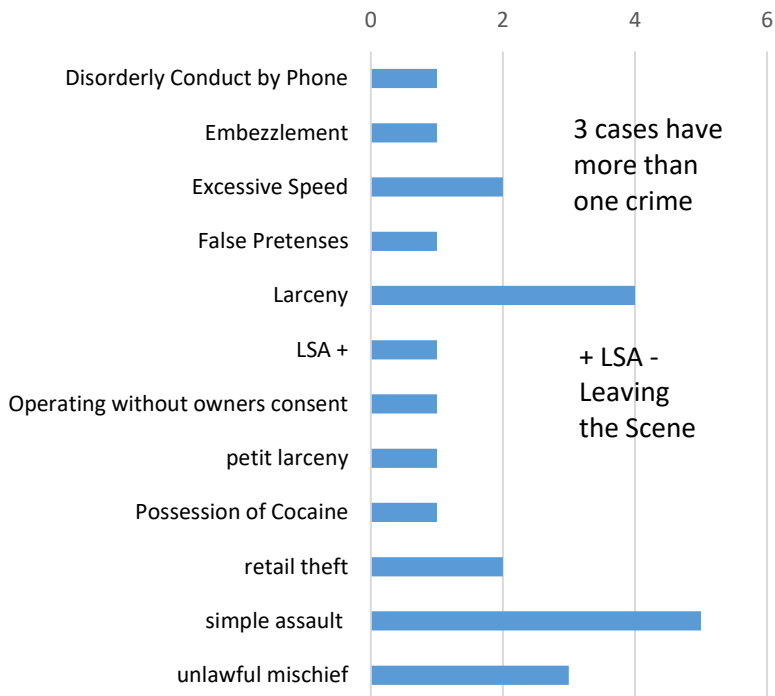
Quote from parent/guardian:
If more children did this process, it would strengthen the community, they would understand what they did and do better for everyone.



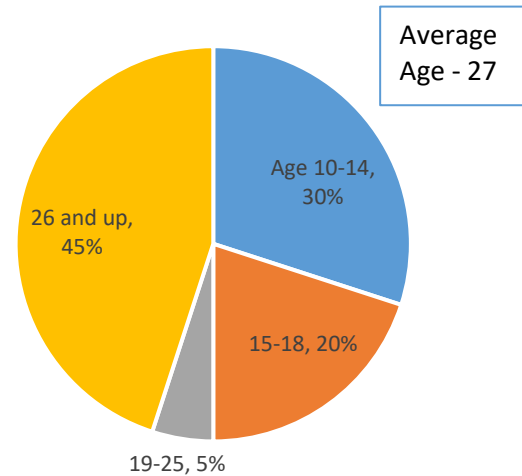
Of the cases that closed in the first half of FY23, 17 of the 20 responsible parties went through a Restorative Justice Panel. One person did not take responsibility for the crime. One person chose not to participate. One case was returned for procedural reasons.



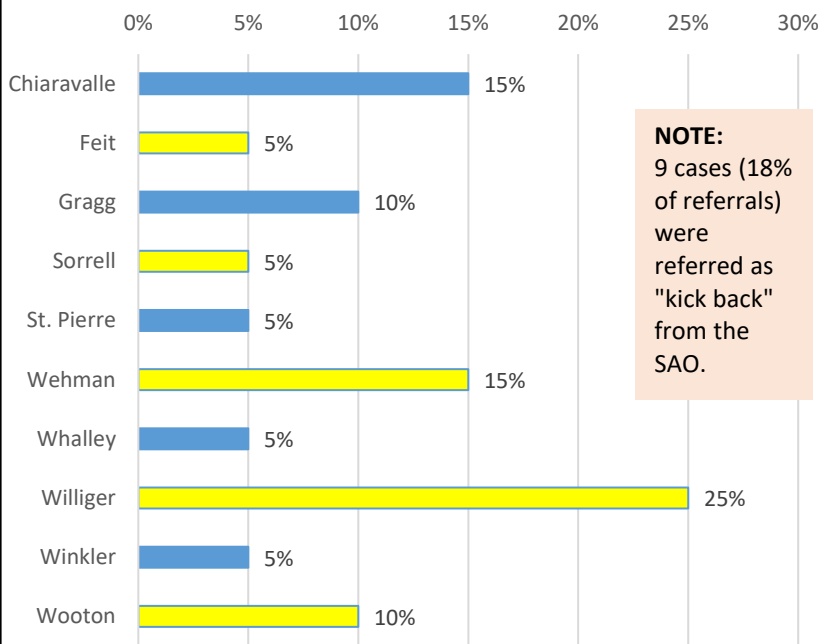
Essex PD Direct Referrals by Crime Type July - Dec 2022



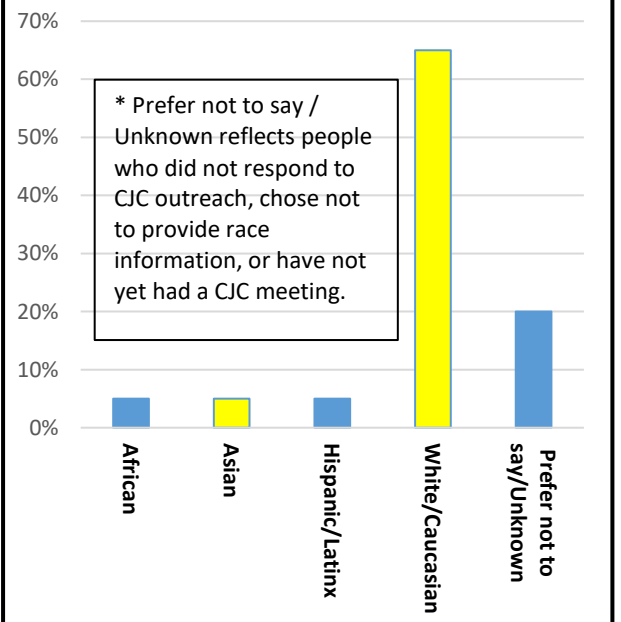
Responsible Party Ages of Essex PD Direct Referrals July - Dec 2022



Percentage of Essex PD Referrals by Officer July - Dec 2022



Self-Reported Race of Essex PD Direct Referrals July - Dec 2022



**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
PUBLIC HEARING
MINUTES OF MEETING
JANUARY 19, 2023
DRAFT**

MEMBERS PRESENT: Phil Batalion, Chair; Patrick Scheld, Vice Chair; Diane Clemens; Scott McCormick (via Zoom); Elijah Massey

ADMINISTRATION: Regina Mahony, City Manager

OTHERS PRESENT: None

1. CALL TO ORDER

Phil Batalion called the meeting to order at 6:35 PM.

2. AGENDA ADDITIONS/CHANGES

Ms. Mahony noted that the following business items will be tabled from: 5a(i) Housing – Conversation with Katie Ballard & Ned Daly from the Housing Commission

- i. Inclusionary Zoning
- ii. Housing Trust Fund

3. PUBLIC TO BE HEARD

- a. Comments from Public on Items Not on Agenda
None.

4. MINUTES

- a. **December 1, 2022**

MOTION by DIANE CLEMENS, SECOND by ELIJAH MASSEY, to approve the minutes of DECEMBER 1, 2022. Motion passed 5-0.

5. BUSINESS ITEMS

- a. **Housing – Conversation with Katie Ballard & Ned Daly from the Housing Commission:**

~~i. Inclusionary Zoning~~

~~ii. Housing Trust Fund~~

iii. Duplex and triplexes in the R1 and R2 zoning districts

Mr. Massey said that the state may be passing legislation to allow duplexes and triplexes to be built anywhere single-family homes were allowable. Ms. Mahony said that she read an article about the bill and noted that it also included a provision for only one parking space per unit. The Planning Commission discussed the proposed bill, potential changes it could bring to Act 250, and what would take for it go into effect. Ms. Mahony mentioned that some residential developments in Essex Junction have Homeowner’s Associations which may have their own restrictions on duplexes or triplexes, however, that is not a municipal issue and she is unclear on state regulations that may prevent those prohibitions.

iv. Rental Registry & Inspection Program

Mr. McCormick reviewed and provided examples of rental registries and inspection ordinances and what they can accomplish to the Planning Commission. He said that different communities have different amounts of time in which inspections are required and said that this could depend on the results of previous inspections. He brought up possible concerns regarding the feasibility of inspections and who would conduct them. He discussed the difference between major and minor violations in some communities, as well as the amount of time given to address each type. There was discussion regarding the number of rental units and what the potential revenue could be of a rental registry. Ms. Mahony said that, in both Essex and Essex Junction (because the census data is not broken out), there are approximately 9,000 residential units and approximately 2,500 of those are rentals. There was discussion that the rental registry would be one way for the City to be sure how many rental units there are. Ms. Mahony said the current version of the proposed budget includes a full-time code enforcement employee; the position could also run the rental registry program. Mr. Batalion, a Burlington property owner, discussed his experiences going through the rental registry and inspections in Burlington. He said that, as a landlord, consistent enforcement and compliance, is very important. The Planning Commission discussed financial options for mitigating the impact on landlords, such as utilizing the housing trust fund for necessary repairs or offering low-interest loans. The Planning Commission discussed looking further into this option with local credit unions or the housing trust fund if one is started here in the city.

Ms. Mahony asked the Planning Commission about next steps on this initiative. The Planning Commission discussed collaborating with the Housing Commission, as well as meeting with other communities and the Chittenden County Regional Planning Commission (CCRPC). At the next meeting:

- Mr. Scheld will share info that he gathers from St. Albans
- Mr. Batalion and Ms. Mahony will share info from CCRPC's Housing Convening
- Housing Commission members will be in attendance
- The Planning Commission will focus on the ordinances from Winooski (2500 rental units); St. Albans (1500 rental units); and Barre City (2100 rental units) as a starting place for an Essex Junction ordinance.
- A more specific timeline will be established

b. Housing Next Steps:

i. Discuss option of roundtable with profit and non-profit developers

Mr. Batalion suggested that a roundtable discussion with developers in Essex Junction occur in the next 6-9 months. This would be a less formal opportunity to engage with developers than traditional meetings. The roundtable would help the Commission learn more about what the community is doing well, and what they could improve upon. The Commission discussed how they would best engage developers to attend, and possibly including it with a meet and greet with the new Community Development Director

ii. Talk with municipalities that have rental housing codes and inspections

Ms. Mahony plans on attending the CCRPC Housing Convening meeting; the agenda includes rental registry and inspection programs. Mr. Scheld will reach out the City of St. Albans.

c. Consideration of Downtown Transportation Fund grant application for 1 Main Street Park*

Ms. Mahony said that the City plans to apply for a Downtown Transportation grant for the 1 Main Street Park. She explained that the total project cost would be around \$650,000, however the grant application will be for a scaled-down version with plans to complete the entire project after the grant period is over. This grant could provide \$200,000 toward the park. Ms. Mahony said that the Urban & Community Forestry Program anticipates offering grants this year, and that this could be another source of funds. Mr. Batalion asked if this project could be an impediment to the potential closure of Main Street. Ms. Mahony said that the idea of closing Main Street is in its very early stages, but that she does not anticipate that it would cause any problems.

Motion by PATRICK SCHELD, second by DIANE CLEMENS to support the application for the Downtown Transportation Fund grant to apply for funding for the 1 Main Street Park. Motion passed 5-0.

6. READING FILE

- a. SevenDays Locked Out Series
- b. SevenDays Co-op Article

7. MEMBERS UPDATES

Mr. Battalion asked for clarification on a recent Development Review Board (DRB) decision regarding a cannabis-related home occupation. Ms. Mahony said that a home occupation for indoor Tier 1 Cannabis cultivation was requested by a homeowner on Shawn’s Way. Ms. Mahony denied the application as it was for cannabis cultivation outside of the City’s Planned Agriculture District. The homeowner appealed to the DRB, who decided to approve it. This was because home occupations have a different review criteria than traditional businesses, and this was found to have no negative impact on the neighborhood.

8. STAFF UPDATES

None.

9. ADJOURN

MOTION by DIANE CLEMENS, SECOND by PATRICK SCHELD, to adjourn the meeting at 8:40 PM. Motion passed 5-0.

Respectfully submitted,
Darby Mayville

Bike Walk Advisory Committee

7:00 PM Monday, January 23, 2023

This meeting will be in person at 2 Lincoln Street and available remotely.

- Join via Zoom: [Click here to join the meeting](#)
- Join via conference call (audio only): 1(888) 788-0099 | Conference ID: 958 5750 2850

Minutes

Committee Members: Micah Hagan, Chair; Eric Bowker, Evan Lawrence, Chris Kline, Aaron Todd and Stefan Fetterhoff

1. Call to Order
2. Determine who will take minutes. - Evan Lawrence
3. Changes to Agenda/Review/Approval of Minutes - Eric approved last weeks minutes, seconded by the rest of the group.
4. RRFB status - Rapid Rectangular Flashing Beacon - Finalizing PO through City of Essex Junction - Spring construction is the expected timetable
5. Grove Street Crossing- Susan presented 3 possible alternatives to improving pedestrian safety. Committee members spoke briefly on each options and will work with Local Motion to implement an agreed upon “pop up” to test alternatives.
6. Letter of support on behalf of Local Motion - reviewed by committee
7. Susie Wilson project Status - Micah will reach out to the village to see if there are meetings BWAC can attend. 1 to 2 year proposal for breaking ground.
8. Next BWAC Meeting: **TBA - Feb 13th 7pm**
9. Meeting Adjournment - 7:40pm

**Village of Essex Junction
Tree Advisory Committee
Minutes of Meeting
December 20, 2022**

Members Present: Nick Meyer, Nicole Klett, Warren Spinner, Steve Rivard, Rich Boyers

Additional Attendees: Max Seaton and Ashley Snellenberer, Essex Junction Communications & Strategic Initiatives Director

I. Call To Order

The meeting was called to order at 5:03 by Nick.

II. Additions or Amendments to Agenda

No additions or amendments.

III. Approval of Meeting Minutes

A motion to approve the November 15 meeting minutes was made by Warren, 2nd by Nick.

IV. Opportunities for Public Outreach

Nick asked Ashley Snellenberer how she might be able to support the Tree Committee work. Nick shared some of the potential community engagement activities such as PSAs and a tree contest. Ashley conveyed her experience with graphic design and writing. Nicole said that it would be helpful to have both long and short forms of communication. Ashley shared that she would be able to help with the Tree Committee page on the city website. Warren spoke about the Junction's Tree City USA status and indicated that this would be a good thing to promote. Nicole suggested the committee develop a schedule of monthly communications Nicole also asked about how the committee can engage a younger demographic. Would Instagram be an effective tool? What is the communication with the school district? Ashley shared her experience with communication in a school district setting. Rich shared with Ashley the committee's idea for a tree contest in the fall.

Ashley indicated that she has experience as a grant writer. Warren shared that there would be significant dollars coming down the pike through Urban Forestry grants. This is stimulus money focused on climate action.

V. Planting 2023 and Nursery Update

No updates related to the nursery. Warren indicated that the bid is out for the Crescent Connector. Nick spoke about Arbor Day and suggested that we reach out to Hiawatha this year.

VI. Update 1 Main Street Pocket Park

Nick updated the committee on the status of the pocket park. The landscape architect spoke to the trustees and indicated that the cost of the project has gone up significantly. The likely plan is to phase the park over several years.

VII. Date for Next Meeting

The Committee will meet on Monday, January 16th at 5:00.

Adjournment

Nick made a motion to adjourn at 6:15, 2nd Rich.

From: [Elaine Haney](#)
To: [Andrew Brown](#); [Raj Chawla](#); [Amber Thibeault](#); [George Tyler](#); [Dan Kerin](#)
Cc: [Regina Mahony](#)
Subject: Comments in support of increasing councilor pay
Date: Tuesday, February 7, 2023 10:51:29 AM

CAUTION: This email originated from **OUTSIDE** our organization. **STOP & CONSIDER** before responding, clicking on links, or opening attachments.

Dear Andrew, Raj, Amber, George & Dan,

I'm writing to share my thoughts with you on the budget proposal regarding increasing City Council pay. I would like to ask that this letter be included in the reading file for the next Council meeting packet.

Having served for many years as both a Village Trustee and a Selectboard member, I appreciate the dilemma this proposal presents. On the one hand, you are stewards of the taxpayers' money and need to use it responsibly. You are facing inflationary and other budget increases as well as the added cost of staffing our new City. Nevertheless, I encourage you to move forward with the proposal because I believe adequately compensating our elected officials is a necessary expense.

You are likely hearing from some taxpayers that they don't think they should have to give Council members a raise and that elected officials should have to deal with the same affordability issues they themselves face. But this also means they are asking their neighbors, who are dealing with many of the same affordability issues, to volunteer to do significant work for extremely low pay. Navigating this contradiction is tricky but necessary.

Recently both the former Village and the Town of Essex enacted policy to pay stipends to all who serve on municipal committees. That was an excellent start, and this budget proposal builds on that. For the City Council members it's a little different because they must be elected. While pay is not the single factor people use to determine whether they will run for office and serve, it is a large part of that decision; knowing there is at least some pay commensurate with the amount of work required can help bring more voices to the table.

The time commitment cannot be overstated. The estimate of a 21-hour monthly workload seems accurate for an at-large board member. For the chair however, I would double that time commitment, having experienced it myself. Being the kind of public servant whom constituents trust, who communicates regularly with the community, and makes the effort necessary to do a good job takes an enormous amount of time.

At the time of my service I was fortunate enough to be able to take time out of my full-time job to spend on municipal work. But I always made it up later (in the evenings or on weekends) and I often used personal and vacation time to do municipal work. Not everyone has that ability. That's why it's so important that elected officials be paid commensurate with the work required.

What's more, the work of an elected official is increasingly complicated and often requires expertise. While we like to think we are a small Vermont community, the reality is we are a city of 11,000+ people with complicated needs. Infrastructure, development, human resources, and legal problems are the day-to-day agenda, and they are not easy. We see in the news towns all over Vermont experiencing issues because their elected officials do not have the capacity or expertise to manage the complexities of modern municipal life. Expecting our elected officials to do this work without sufficient compensation, in hopes that someone who "knows a little about finance" will run for office, is a poor way to run a community.

I also want to call attention to something that may not have been considered, but is really important. People in general have a tendency to equate volunteerism (or working for very low pay) with goodness. We need to be very careful about applying that perception to public service. By assuming that our elected officials who volunteer their time do so because they are good people, we are also, perhaps unknowingly, assuming that people who want to be paid for that work are not good people. This means those who cannot afford to volunteer to serve the community, including single or young parents, people with more than one job, and people who cannot commit to the workload, are seen as (again, perhaps unknowingly) not good people. This is unfair to everyone and it's an aspect of human nature that the City Council has an opportunity to help change by beginning to pay its members properly for their service.

I have always found Essex Junction voters to be principled and forward thinking. But it is the City Council that sets the tone and sets the course. In the end, voters will make this decision when they vote on the budget. I hope the City Council will approve this new direction toward the opportunity to enable more residents to step up and serve.

Thanks very much for your consideration.

Best,

Elaine Haney

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Elaine Haney (she/her/hers)

[*Why I share my pronouns*](#)

elaine.haney62@gmail.com

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From: [Andrew Brown](#)
To: [Regina Mahony](#)
Subject: FW: Rec Advisory, stipend and farewell.
Date: Wednesday, February 8, 2023 3:58:58 PM

Just so you have this I am going to amend the agenda to add this email and Elaine's to our reading file for this meeting.

From: Harlan Smith <vthsmith@gmail.com>
Sent: Wednesday, February 8, 2023 11:41 AM
To: Andrew Brown <abrown@essexjunction.org>; Raj Chawla <RChawla@essexjunction.org>; Amber Thibeault <AThibeault@essexjunction.org>; Daniel Kerin <dkerin@essexjunction.org>; George Tyler <gt Tyler@essexjunction.org>
Subject: Rec Advisory, stipend and farewell.

CAUTION: This email originated from **OUTSIDE** our organization. **STOP & CONSIDER** before responding, clicking on links, or opening attachments.

Hi All,

It is possible these subjects may come up in public to be heard tonight, so thought I would send you an email versus speaking up at the meeting although that is not completely out of the question for me. :)

First, George and Dan, THANK YOU so much for your service to our community. It has been a pleasure working with you to better our community, and I feel you have truly left it better than you found it. I hope you find some time to enjoy yourselves from this point on.

Second, I'm sure some of you have seen my input on social media discussions on Rec Advisory Boards. I do have a thought as to why it would be good for the community, but I tried to spark that conversation without having much luck.

First, I don't believe it needs to be a board the council puts in place. The previous Rec board, I believe, was built by the recreation director (Diane I think) at the direction of the school board. It was a volunteer board that behaved in a way the board you would put in place would. It would be very similar to chips and some other groups who operate within the community. Here's why I would prefer to see this. The board in fact could become a separate 501c. This could open up other funding opportunities that are in place for Non-profits that may not be available to municipalities and their departments. They would have more freedom to discuss subjects on social media. They have been a tremendous help in the past to find volunteers to support programs and events. They are not paid a stipend, placing another burden on taxpayers. For a recreation department to become CAPRA certified is a MASSIVE undertaking for staff. Having a healthy board in place to take on some of the tasks would be a huge benefit to staff in moving forward with this project. There are many benefits to an advisory board and a few cons as well but, I do believe the benefits outweigh the cons.

Third, the stipend, this is a hard conversation that most people have a rough time keeping their feelings in check because of the way it was presented. I have to admit I cringed a few times as I watched the conversation unfold, but I was not surprised. I'm lucky enough to have a very diverse thought process throughout my family and friends and I have been involved in many of these conversations. The benefit I have is that these are my closest friends and loved ones and our feelings are not going to change about one another, so it is much easier to stay engaged even when we feel through bad wording we have been insulted or dismissed. Two things need to happen, one is you need to believe we are there to come to a solution and we just have different approaches and either mine or their approach may not be the right one but through discussion we will find the solution. Two, the English language is hard!! So many words and phrases can mean different things. Believe good intentions, most people that do not have good intentions will be loud and insulting, intentionally. That's not to say, it won't get loud occasionally and people may get insulted accidentally. Again it is a very hard conversation.

As I have watched discussions about this, it may be the wrong time to bring it forward. The amount asked for compared to the total budget is minimal, that said, we are in a time of record inflation and putting a city together as we have let staffing and facilities and more lapse a little due to merger discussions. Merger would have duplicated a few positions and found some efficiencies, so we were getting by to see where we ended up. Now we know and between covid and more, changing our economy drastically, we are faced with a very small increase compared to all other communities who have had to make some serious decisions to keep their increases down. However, Most of our community was looking for a reduction in taxes. Maybe this isn't the time to add another item that would increase the tax. My other take on this and because I'm not the best at forming a sentence. I highly doubt Martin Luther King did what he did because someone offered him a stipend, I believe he saw something wrong for his community and people and decided he was going to do something, anything he could to improve the lives of many. I agree with the stipend, because everyone has barriers and this is where this conversation, in my opinion, needs to focus. Barriers, period. We all have them. What is easier for our population is throwing your support or money behind those that have taken the lead. This is what happened to Martin Luther King. He stepped up and yelled HEY, and people got behind him and supported in which ever way they could. I believe the mission is solid and good, it should move forward, but sometimes you have to either pick the battle or the timing of the battle. I hope we find barriers to remove and we find courageous people to throw our support behind. I wish you all well and appreciate all you do.

Sincerely,

Harlan Smith
Seneca ave,

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