



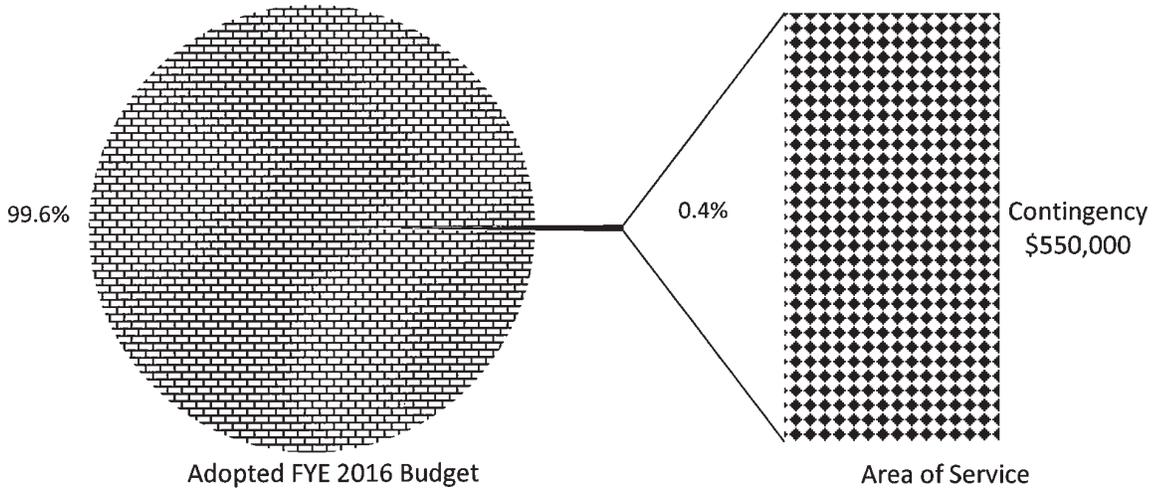
"SUBMARINE CAPITAL OF THE WORLD"

Contingency

Function 1074;

This area of service accounts for funds set aside for unforeseen expenses that may occur during the fiscal year. As these unforeseen expenses are realized, the funds are transferred, after Council/RTM approval from this function to the function in which the expenses were actually charged to.

CONTINGENCY
As a % of the Total Budget





TOWN OF GROTON
FYE 2016 BUDGET
FUNCTION HIGHLIGHTS

DEPARTMENT: Non-Departmentals			FUNCTION: Contingency 1074		
	ACTUAL FYE 2014	APPROVED ADJUSTED FYE 2015	ESTIMATED FYE 2015	RTM ADOPTED FYE 2016	% Change FYE 2015 to FYE 2016
TOTAL	\$ -	\$ 288,630	\$ -	\$ 550,000	N/A

HIGHLIGHTS:

- This represents the amount of funds set aside for unforeseen expenses.
- It is proposed to increase the contingency amount from \$350,000 to \$550,000 thereby providing funds for possible contract and wage increases in FYE 2016.
- Town Charter Section 9.10.7 requires that no expenditure may be charged directly to the Contingency account. Funds may be transferred from Contingency to any other account upon Town Council approval. Transfers of \$10,000 or more require the approval of the Representative Town Meeting (RTM).
- The Town's Debt Policy and Management/Fiscal Practices specifies that an annual contingency reserve of not more than 2.0% of the General Fund operating budget must be maintained. This request \$550,000 equates to approximately 0.4% of the General Fund Operating Budget.
- General Contingency: represents the amount of funds set aside for unforeseen expenses that may occur within the fiscal year.
- Recent General Contingency Experience:
 - FYE 2015: \$350,000 was appropriated. It is anticipated that based on budgetary estimates the following transfers will be needed. Legal Services \$140,000, Finance Administration \$22,167, Public Works \$366,963, Human Services \$4,074, Regional Agencies \$1 functions. For a total of \$533,205 exceeding the appropriation of \$350,000 by \$183,205.
 - FYE 2014: \$350,000 was appropriated and \$350,000 was transferred to Debt Service, City of Groton, and Public Works.
 - FYE 2013: \$450,000 was appropriated and \$266,392 was transferred to Legal Services, Probate and departmental functions leaving a balance of \$183,608.
 - FYE 2012: \$350,000 was appropriated and \$223,000 was transferred to Capital Reserve and Voter Registration leaving a balance of \$127,000.
 - FYE 2011: \$350,000 was appropriated and \$237,545 was transferred to Town Clerk, Voter Registration and Public Works functions leaving a balance of \$112,455.

Final Budget Result:

During budget deliberations, no changes were made.

PERSONNEL:

- No personnel charged to this function.

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2016 ADOPTED BUDGET

2-Jun-2015

AREA OF SERVICE: CONTINGENCY
DEPARTMENT: CONTINGENCY
FUNCTION: CONTINGENCY 1074

	ACTUAL FYE 2014	ADJUSTED FYE 2015	ESTIMATE FYE 2015	REQUEST FYE 2016	MANAGER FYE 2016	COUNCIL FYE 2016	RTM FYE 2016
APPROPRIATION							

Operating Expenses	0	288,630	0	550,000	550,000	550,000	550,000
Total Appropriation	\$0	\$288,630	\$0	\$550,000	\$550,000	\$550,000	\$550,000

COST CENTERS							

10741 GENERAL CONTINGENCY	0	288,630	0	550,000	550,000	550,000	550,000
Total Cost Centers	\$0	\$288,630	\$0	\$550,000	\$550,000	\$550,000	\$550,000

FINANCING PLAN							

GENERAL FUND	0	288,630	0	550,000	550,000	550,000	550,000
Total Financing Plan	\$0	\$288,630	\$0	\$550,000	\$550,000	\$550,000	\$550,000

TOWN OF GROTON
SUMMARY COST CENTER
FYE 2016 ADOPTED BUDGET

2-Jun-2015

AREA OF SERVICE: CONTINGENCY
DEPARTMENT: CONTINGENCY
FUNCTION: CONTINGENCY 1074

	ACTUAL FYE 2014	ADJUSTED FYE 2015	ESTIMATE FYE 2015	REQUEST FYE 2016	MANAGER FYE 2016	COUNCIL FYE 2016	RTM FYE 2016

OPERATING EXPENSES							

5499 CONTINGENCY	0	288,630	0	550,000	550,000	550,000	550,000
Total Operating Expenses	\$0	\$288,630	\$0	\$550,000	\$550,000	\$550,000	\$550,000
GRAND TOTAL	\$0	\$288,630	\$0	\$550,000	\$550,000	\$550,000	\$550,000

TOWN OF GROTON

Fiscal Year Ending 2016

ESTIMATED CHANGES IN FUND BALANCE

Purpose: To document estimated changes in fund balance for each fund. This presentation identifies the impact of budget decisions and assumptions upon the financial position of each fund.

Fund Description & #	Audit Fund Balance FYE 2014	Estimated Fund Balance FYE 2015	FYE 2016 Adopted Revenues	FYE 2016 Adopted Expenditures	Estimated Fund Balance FYE 2016 **	Fund Balance as a % of Expenditures
General (100)	\$14,687,314	\$12,979,777	\$120,703,651	\$125,738,680	\$9,744,748	7.75%
Golf Course (201)	\$19,374	\$19,016	\$1,233,494	\$1,210,400	\$42,110	3.48%
Sewer Operating (202)	\$2,310,803	\$2,310,868	\$6,806,144	\$6,944,693	\$2,172,319	31.28%
Solid Waste (203)	\$1,493,718	\$854,200	\$2,335,674	\$2,346,842	\$843,032	35.92%
Mumford Cove (206)	\$517	\$104	\$21,028	\$21,028	\$104	0.49%
Revaluation (212)	\$177,006	\$217,021	\$100,915	\$250,000	\$67,936	27.17%
Rec & Senior Activities (324)	\$386,341	\$265,026	\$1,038,175	\$1,043,831	\$259,370	24.85%
Connecticard (331)	\$86,226	\$74,293	\$33,500	\$46,366	\$61,427	132.48%
Sewer District (401)	\$1,075,863	\$897,275	\$635,450	\$835,450	\$697,275	83.46%
Capital Reserve (501)	\$3,179,641	\$1,916,310	\$3,413,350	\$4,452,400	\$877,260	19.70%
Fleet Reserve (604)	\$926,782	\$966,713	\$1,158,762	\$1,589,985	\$535,490	33.68%
Computer Replcmnt (605)	\$504,045	\$440,129	\$72,361	\$125,320	\$387,170	308.95%
Human Serv Asst fund (732)	\$100,082	\$62,382	\$24,115	\$40,000	\$46,497	116.24%
Total All Funds	\$24,947,713	\$21,003,115	\$137,576,619	\$144,644,995	\$15,734,739	10.88%

** Estimated Fund Balance for the General Fund was calculated by using \$1.8M of committed fund balance to off set anticipated revenue loss in FYE 2016 per Town Council resolution adopted on June 3, 2014.

Mission Statements

(Other Funds)

2010 (p. 259) - Golf Course - Provide golfers with a positive golf experience by:

- Maintaining the course in the best playing conditions possible.
- Providing full pro shop services.
- Providing quality food services.

2020 (p. 267) - Sewer Operating – Collect, properly treat and discharge waste water by:

- Providing for the continuous operation, maintenance, and repair of equipment, instrumentation, facilities, sewer lines, and pump stations.
- Continually improving the efficiency and reliability by competitive operation.
- Meeting all State and Federal Regulations.

2030 (p. 275) - Solid Waste Collections - To manage and ensure the proper disposal/recycling and billing of residential and commercial solid waste.

2060 (p. 281) - Mumford Cove Special Taxing District provides for fire protection.

2120 (p. 285) - Revaluation - To account for the State-mandated revaluations of property within the Town.

3240 (p. 291) - Recreation & Senior Activities – To account for recreational programs and activities and senior center physical fitness, food concession and trip programs.

3310 (p. 299) - Connecticard – Funds received from a statewide program in which a library card from any public library can be used in any other public library. Libraries with high non-resident use receives funds to help offset the cost of serving these users.

4010 (p. 305) - Groton Sewer District – Pays the principal and interest on sewer bonds and notes.

5010 (p. 311) - Capital Reserve - Funds used for capital assets, projects or acquisition of a non-recurring nature.

6040 (p. 315) - Fleet Reserve –To manage and ensure proper maintenance, purchase and utilization of vehicles and equipment.

6050 (p. 323) - Computer Replacement – Funds used to ensure proper maintenance and purchase of computers, printers and associated network equipment.

7320 (p. 329) - Human Services Assistance - The Human Services Department will ensure proper documentation of records and accountability to Town and State authorities through:

- Case management processes including, but not limited to, verification of eligibility and assessment of need.
- The Director's review and approval of all applications prior to release of funds and establishing reporting and accounting systems in concert with Town Council, Town Manager and Finance Director.