TOWN OF WATERFORD
GENERAL FUND
2024 - 2025 PROPOSED BUDGET

DEPT/AGENCY: **10121** **CONTINGENCY**

LINE ITEM	DESCRIPTION	2022/2023 ACTUAL EXPENDED	2023/2024 RTM APPROP.	2023/2024 ADDITIONAL/ TRANSFERS	ACTUAL EXPEND & ENCUMB AS OF 1/1/24	2024/2025 DEPT/ AGENCY REQUEST	2024/2025 APPROVED BD/COMM (11/8/23)	2024/2025 BD OF SELECTMEN APPROVED (2/1/24)	2024/2025 BD OF FINANCE APPROVED (2/28/24)	BOF Approved $ Increase	BOF Approved % Increase
MISCELLANEOUS											
59010	CONTINGENCY	233,793	265,000		135,028	265,000	265,000	265,000	265,000	0	0.00%
	SUBTOTAL	233,793	265,000	0	135,028	265,000	265,000	265,000	265,000	0	0.00%
DEPARTMENT TOTAL		233,793	265,000	0	135,028	265,000	265,000	265,000	265,000	0	0.00%

BUDGET FUNCTION

Section 7-348 of the Connecticut General Statues provides that "the estimate of expenditures submitted by the Board of Finance to the annual town meeting or annual budget meeting may include a recommended appropriation for a contingent fund in an amount not to exceed three percent (3%) of the total estimated expenditures for the current fiscal year."

Specific use of the 2024-2025 contingency is unknown at this time; the amount is appropriated for the use of unanticipated expenses. Examples of unanticipated expenses include:

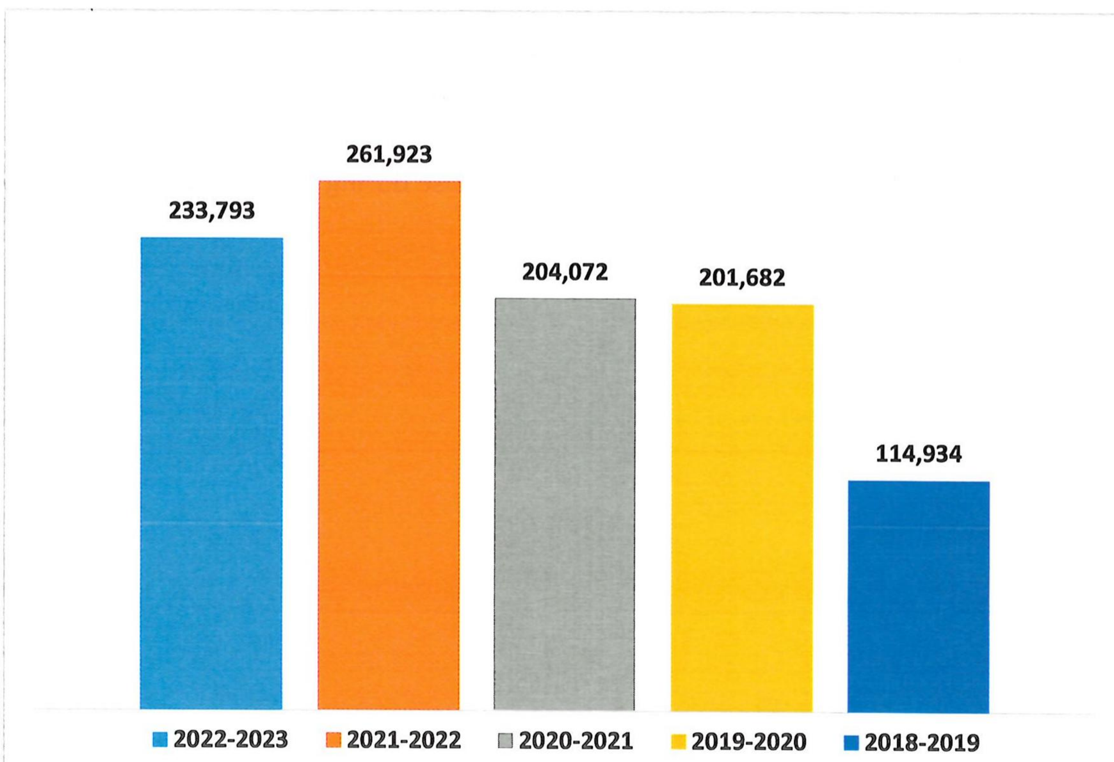
- Payment of accrued time for employee retirement
- Pension contribution rate increases (the Town is not notified of its contribution rate until February)
- Accrued vacation/sick time pay-outs at termination
- Union negotiated contracts finalized during the year
  There are no expected contract settlements during the FY2025 year.
- Other unanticipated expenditures that may arise during the course of the fiscal year

BUDGET SUMMARY

The FY2025 budget request remains flat.

EXPENDITURE HISTORY

FISCAL YEAR	CONTINGENCY USED
2022-2023	233,793
2021-2022	261,923
2020-2021	204,072
2019-2020	201,682
2018-2019	114,934



TOWN OF WATERFORD
PROPOSED CONTINGENCY BUDGET
2024/2025 FISCAL YEAR

CONTINGENCY FUND CALCULATION AT 3% of 2024 ADOPTED EXPENDITURES

GENERAL FUND	37,812,994
BOARD OF EDUCATION	54,193,983
CAPITAL	1,917,971
DEBT SERVICE	8,148,250
PROJECTED EXPENDITURES 2024	**102,073,198**
3% OF EXPENDITURES	**3,062,196**
PROPOSED CONTINGENCY BUDGET	**265,000**

FISCAL YEAR	ADOPTED BUDGET	ADDITIONAL APPROPRIATION	ACTUAL EXPENDITURES	CONTINGENCY APPROPRIATION	% OF PRIOR YEAR BUDGET	CONTINGENCY USED	AMOUNT USED AS A % OF ACTUAL EXPENDITURES
2022-2023	99,381,223	3,245,236	101,319,968	265,000	0.27%	233,793	0.23%
2021-2022	97,005,544	1,800,000	97,769,514	265,000	0.28%	261,923	0.27%
2020-2021	95,978,230	0	93,822,142	265,000	0.28%	204,072	0.22%
2019-2020	95,267,503	0	94,482,714	250,000	0.27%	201,682	0.21%
2018-2019	93,146,501	800,000	92,983,504	265,000	0.29%	114,934	0.12%
2017-2018	90,791,493	693,075	90,692,176	245,000	0.28%	241,001	0.27%
2016-2017	89,048,631	0	88,457,466	265,000	0.31%	233,498	0.26%
2015-2016	86,328,469	0	85,729,177	245,000	0.28%	245,000	0.29%
2014-2015	86,972,410	0	86,720,266	245,000	0.30%	245,000	0.28%
2013-2014	81,732,977	0	80,914,330	250,000	0.32%	102,556	0.13%
2012-2013	78,790,589	0	78,339,868	250,000	0.34%	249,696	0.32%
2011-2012	74,335,161	0	73,950,456	250,000	0.35%	239,326	0.32%
2010-2011	72,010,209	180,173	71,986,018	250,000	0.36%	25,000	0.03%
			AVERAGE	**254,615**	**0.30%**		**0.23%**

TOWN OF WATERFORD
FISCAL YEAR 2024 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
FY2024 APPROPRIATION					**$265,000.00**
Legal	10108-52560	settlement	8/9/2023	(75,000.00)	$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
					$190,000.00
		TOTAL TRANSFERS FROM CONTINGENCY		**$75,000.00**	

TOWN OF WATERFORD
2022-2023 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2022-2023 APPROPRIATION					**$265,000.00**
Police	32923-55898	De-escalation & Communication CIP Progect	7/20/2022	(775.00)	$264,225.00
Police	32923-55897	Cell Bench Safety Overlay	9/7/2022	(2,496.00)	$261,729.00
Fire Services	10121-59010	Pagers	1/11/2023	(25,000.00)	$236,729.00
ROV	various	Primary Election Expenses	2/22/2023	(10,964.00)	$225,765.00
Fire Services	10123-53070	Vehicle Maintenance	2/22/2023	(40,000.00)	$185,765.00
Board of Finance	10103-52030	FY22 Audit Increase	4/12/2023	(7,298.00)	$178,467.00
Finance	10107-51110	Employee Payout	4/12/2023	(5,841.00)	$172,626.00
Board of Assessment	various	Additional Staffing	4/12/2023	(2,235.00)	$170,391.00
Town Clerk	10109-51110	Employee Payout	4/12/2023	(30,798.00)	$139,593.00
Fire Services	10123-51110	Employee Payout	5/17/23	(41,043.00)	$98,550.00
Fire Services	32323-55900	Increased Cost for CIP Project	5/17/2023	(2,000.00)	$96,550.00
Police	10129-51110	Employee Payout	6/14/2023	(65,343.00)	$31,207.00
		TOTAL TRANSFERS FROM CONTINGENCY		**$233,793.00**	

TOWN OF WATERFORD
2021-2022 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2021-2022 APPROPRIATION					**$265,000.00**
Youth & Family Services	10119-52030 (professional fees)	Counseling Services	4/13/2022	(5,000.00)	$260,000.00
Youth & Family Services	10119-51210 (clerical & technial)	Receptionist Position	11/10/2021	(62,992.00)	$197,008.00
	10119-51910 (FICA)	Taxes for Position	11/10/2021	(3,733.00)	$193,275.00
Insurance	10112-52201 (LAP)	Cyber Security Insurance Premium	8/11/21	(77,273.00)	$116,002.00
IT	10147-54130 (computer equipment)	New firewall	8/11/21	(5,463.00)	$110,539.00
IT	10147-52043 (service contracts)	New MFA contract	8/11/21	(5,226.00)	$105,313.00
First Selectman	10101-52030 (professional fees)	Jay Levin contract	7/21/21	(24,000.00)	$81,313.00
Planning Department		Employee Payout	6/6/2022	(78,236.00)	$3,077.00
			TOTAL TRANSFERS FROM CONTINGENCY	**$261,923.00**	

TOWN OF WATERFORD
2020-2021 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2020-2021 APPROPRIATION					**$265,000.00**
Police Capital	32921-55864	Body Cameras	8/8/2020	(11,850.00)	$60,928.00
Fire Services	10123-51410, firefighting & 51920 (FICA)	FLSA Claim Settlement	10/23/20	(77,044.00)	$187,956.00
Police Department	10129-53220 (marine patrol supplies)	Replacement Generator for Patrol Boat	2/10/21	(16,566.00)	$171,390.00
Information Technolgoy	10147-52043 (contracts)	PD Records Management Software	2/10/21	(33,639.00)	$137,751.00
Library	10136-5110 (adminsitration)	Payout to Administrator	2/10/21	(44,471.00)	$93,280.00
Town Clerk	various	Election needs	6/30/21	(4,024.00)	$89,256.00
Youth & Family	10119-51110 (administration)	Additional Staff Salary	6/30/21	(3,758.00)	$85,498.00
Youth & Family	10119-51210 (clerical)	Additional Staff Salary	6/30/21	(12,720.00)	$72,778.00
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					$60,928.00
		TOTAL TRANSFERS FROM CONTINGENCY		$204,072.00	

TOWN OF WATERFORD
2019-2020 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2019-2020 APPROPRIATION					**$250,000.00**
First Selectman	10101-52020 Postage	State of CT mailing for Vietname era award ceremony	12/11/19	(200.00)	$249,800.00
Building Maintenance	10111-55030 Public Improvements	to complete necessary town facility maintenance (window films, roof repairs, sump pump)	3/11/20	(10,000.00)	$239,800.00
First Selectman	10101-53119 Emergency Expenditures	to cover COVID-19 expenditures	9/9/20	(191,482.31)	$48,317.69
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					$48,317.69
			TOTAL TRANSFERS FROM CONTINGENCY	**$201,682.31**	

TOWN OF WATERFORD

2018-2019 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2018-2019 APPROPRIATION					**$265,000.00**
CIP	10138-55832	transfer to CIP	9/12/18	(35,493.00)	$229,507.00
Registrar	10102-51320 Election Activities		10/10/18	(8,677.00)	$220,830.00
Registrar	10102-52070 Reimbursable Expenses		10/10/18	(160.00)	$220,670.00
Registrar	10102-52080 Telephone		10/10/18	(54.00)	$220,616.00
Registrar	10102-53020 Other Supplies		10/10/18	(2,679.00)	$217,937.00
BOF	10103-52030 Professional Fees		1/9/19	(6,900.00)	$211,037.00
Assessor	10104-51110 Administration		7/17/19	(5,662.02)	$205,374.98
Assessor	10104-51210 Professional Fees		7/17/19	(1,367.19)	$204,007.79
Assessor	10104-51920 FICA		7/17/19	(151.00)	$203,856.79
Assessor	10104-52030 Professional Fees		7/17/19	(10,662.60)	$193,194.19
Assessor	10104-53200 Pricing		7/17/19	(641.00)	$192,553.19
Tax Collector	10106-52120 Professional Fees		7/17/19	(1,272.53)	$191,280.66
Legal	10108-52030 Professional Fees		7/17/19	(4,413.00)	$186,867.66
Police	10129-53090 Fuel & Lubricants		7/17/19	(14,435.00)	$172,432.66
Human Resources	10145-51210 Professional Fees		7/17/19	(2,367.00)	$170,065.66
First Selectman	10101-52030 Professional Fees		7/17/19	(20,000.00)	$150,065.66
			TOTAL TRANSFERS FROM CONTINGENCY	**$114,934.34**	

TOWN OF WATERFORD
2017-2018 CONTINGENCY TRANSFERS

DEPARTMENT	ACCOUNT	PURPOSE	BOARD OF FINANCE APPROVAL	AMOUNT TRANSFERRED	BALANCE
2017-2018 APPROPRIATION					**$245,000.00**
IT	10147-54130 Computer System		8/9/17	(5,200.00)	$239,800.00
Building Maintenance	10111-55030 Building Improvements		1/10/18	(5,000.00)	$234,800.00
First Selectman	10101-52030 Professional Fees		3/14/18	(60,000.00)	$174,800.00
Building Maintenance	10111-55030 Building Improvements		5/16/18	(13,178.00)	$161,622.00
Zoning BOA	10115-52010 Advertising		6/13/18	(1,000.00)	$160,622.00
Retirement	10116-51930 Hypertension/Heart Disease		7/18/18	(106,789.00)	$53,833.00
Retirement	10116-51940 Pension Contribution		7/18/18	(20,413.00)	$33,420.00
Building Department	10118-51110 Administration		7/18/18	(24,842.00)	$8,578.00
Human Resources	10145-52030 Professional Fees		7/18/18	(129.00)	$8,449.00
Human Resources	10145-51210 Clerical/Technical		7/18/18	(474.00)	$7,975.00
Human Resources	10145-51110 Administration		7/18/18	(3,976.00)	$3,999.00
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		TOTAL TRANSFERS FROM CONTINGENCY		**$241,001.00**	