

TOWN OF TOLLAND



**FY 2014 - 2015 through 2018 - 2019
Town Manager's Five Year Capital Plan
February 20, 2014**



CAPITAL BUDGET

Everything the Town does, from providing services to its residents and citizens, to equipping employees to effectively perform their jobs, requires the existence of certain basic physical assets.

Assets include:

- **Streets**
- **School Facilities**
- **Parks**
- **Large Equipment**
- **Buildings**
- **Technology**

Assets must be purchased, maintained and replaced on a timely basis or their usefulness in providing public services will diminish.

The Town's Five Year Capital Improvement Program is developed to ensure adequate capital investment in the Town's assets and to provide an orderly method for funding these assets.



WHAT IS A CAPITAL ITEM?

Definition of Capital Projects: Any project, to be included in the Town's Capital Improvement Program, should fall into one of the following three program categories:

- 1. Any new or expanded physical facility, including preliminary design and related professional services.**
- 2. Land or property acquisition.**
- 3. Items of a non-recurring nature where the benefits are realized over a long period of time.**

A project should also exhibit the following characteristics to be included in the Capital Improvement Program:

- 1. *Life Expectancy:*** The project's outcome, non-recurring in nature, should have a useful life of greater than eight years.
- 2. *Cost:*** Cost should be a relatively high, non-operative expenditure for the Town; generally in excess of \$10,000 for equipment or plant facility improvements.



CAPITAL BUDGET PLANNING PROCESS

| Activity | Dates |
|---|-------------------------|
| Capital budget requests submitted to Town Manager. | October 24, 2013 |
| Preliminary Capital Budget Committee Review and Department Head meetings. Board of Education Superintendent and School Facilities Director were included in meetings. | Month of November, 2013 |
| Manager submits Capital Program to Council. | December 19, 2013 |
| Manager submits revised Capital Program to Council with recommended General Fund Budget. | March 11, 2014 |
| Town Council approves recommended Capital Program as part of Council's Proposed Budget. | April 1, 2014 |
| Capital Program as amended is part of Budget Referendum process. | May 6, 2014 |



Revisions To Capital Budget After Submission by Town Manager to Town Council on December 19, 2013

- Changed \$25,500 from Town Administration (Replacement of Board of Education vehicles) to Board of Education, Tolland Middle School to begin a program of rehabilitating the interior of the building starting with upgrades to the fixtures and stall dividers in various restrooms. It would be my recommendation that over the next 3 years any money placed in the BOE Reserve Fund be directed towards interior improvements at the Middle School including painting of hallways and classrooms. Replacement of the vehicle was moved to Year Two.
- Changed \$24,785 for current year depreciation of vehicles from General Fund contribution to payment from available State grant funds.



Revisions To Capital Budget After Submission by Town Manager to Town Council on December 19, 2013

- Removed \$25,000 for replacement of Station 240 roof which shall be repaired this fiscal year with available funds in the Facility Account.
- Removed replacement of the Master Fire Alarm Control Panel at Birch Grove School in the amount of \$42,396 which will be replaced in the current year with BOE funds.
- Added \$10,000 for the replacement of circuit boards for fire panels for the BOE District Wide.
- Removed \$10,000 from Parks and Recreation for a security camera at the Cross Farms Pavilion. The camera will be purchased from remaining funds available in the State grant for the project.
- Increased Tree Trimming by \$153 based on the Governor's newly proposed LOCIP funding.



TYPES OF FUNDING METHODS

- **General Fund Contributions**
- **Capital Non-Recurring Fund**
- **Non-Referendum Notes**
- **Local Capital Improvement Plan Grant (State)**
- **Town Aid to Road Grant (State)**
- **State School Construction Grants and other State Grants**
- **Ambulance Fees**
- **Cemetery Funds**
- **Referendum Borrowing**
- **Unallocated Capital**
- **Hicks Trust**

Update on Fiber Installation Project

- Current connectivity for 25 of our 30 municipal buildings are managed through phone lines and cable internet. Each facility has its own ISP through Comcast to network with the Town Hall. The 5 BOE buildings have connectivity through the CT Education Network (CEN). While our current network configuration has served the town well for the last ten years, we have reached a cross road of balancing end user efficiencies and recurring leased line access charges with constructing a private municipal fiber network.
- Current network concerns
 - Current network configuration has many single points of failure.
 - Hardware failures to bandwidth limitations requiring IT Staff to spend a significant amount of time troubleshooting network complaints.
 - Limited bandwidth between offsite facilities and the Town Hall creates slow connections while accessing data or servers at the Town Hall.

Update on Fiber Installation Project

Goals for constructing a private municipal fiber network:

- The Town of Tolland will wholly own the infrastructure.
 - This option allows for the best long-term return on investment.
- Self-healing diverse path network.
 - All Town facilities and BOE buildings networked will be connected from two separate directions. If there is a break in the fiber from one direction, the facility should maintain connection to the network from the opposite direction.
- A 10 gigabit Ethernet backbone.
 - Central hubs at: Town Hall, Tolland High School and Fire Training Center will run the backbone.
- 1 gigabit Ethernet most of the Town facilities. These 1 gigabit network switches can easily be upgraded to 10 gigabit if required.

Update on Fiber Installation Project

Goals for constructing a private municipal fiber network:

- A 1 gigabit ISP connection will be delivered from the CEN connection to each Town facility that is networked with fiber.
- Increase employee productivity with fast and reliable network connections.
- Decrease the amount of time that is being spent by our IT consultant on networking issues.
- Include software that will monitor each network switch and automatically alert IT about any problems.
- Provide the ability to implement a virtualized environment.
- The design of the network will allow for growth and accommodate new IT needs well into the future.

Update on Fiber Installation Project

- South Windsor IT is certainly capable of implementing this project for us and they're more than capable of managing the network once it is completed. South Windsor would only be able to complete about two sites per month for us. Taking that into consideration and to expedite the project being completed we spoke with a third party HP reseller and installer. They have provided budgetary project management numbers for us to use and they are included in the next spreadsheets. Included in the budget number from the third party, we asked them to include engineering time to design a network that would be forward compatible with the Board of Education's current network. In other words, if we were to ever consolidate our networks and IT staff between the Board of Education and the Town, most of the engineering work would already be done at the ground level when our new network is brought online.

Update on Fiber Installation Project

Project Lead Times:

1. The general schedule is as follows to install dark fiber:

| | |
|--|--------------|
| Survey, Design and submittal of Pole permit applications | 45 Days |
| Permits returned by Utilities with Make Ready Estimates | 45-60 Days |
| Make Ready Complete | 60-90 Days |
| Construction | 60 Days |
| Equipment Installation, Turn-up and Test | 30 Days |
| Estimated full completion | 240-285 Days |

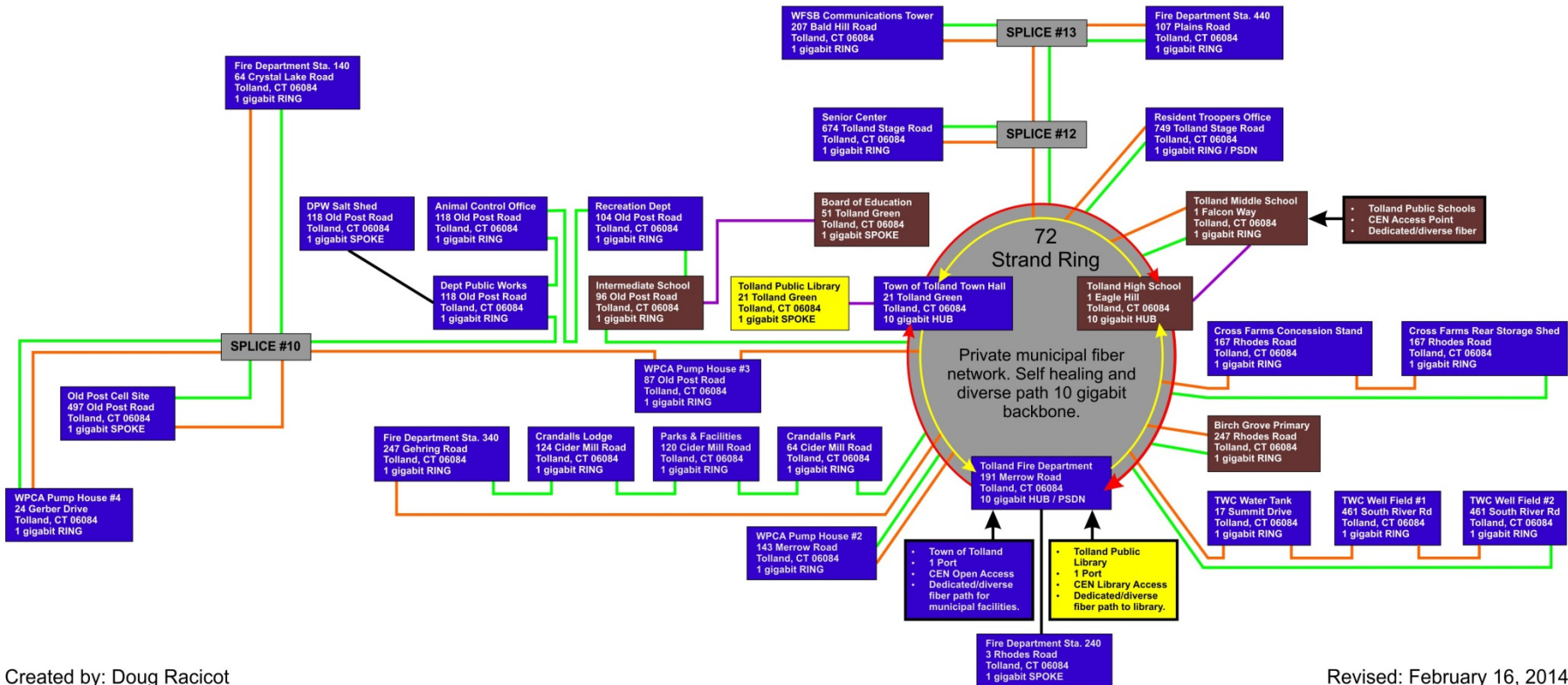
2. The general schedule is as follows to install network switches:

| | |
|------------------------------|-----------------------------------|
| Estimated Project Completion | 60-90 days after work order |
|------------------------------|-----------------------------------|



Town of Tolland / Tolland Public Library CEN Network & Location Map

| LEGEND | |
|--|--|
| — | Diverse Fiber Path #1 / 36 Strand Private municipal fiber network. 10 gigabit |
| — | Diverse Fiber Path #2 / 36 Strand Private municipal fiber network. 10 gigabit |
| — | Diverse Fiber Path #3 / 12 Strand Spliced into Diverse Path #1. 1 gigabit |
| — | Diverse Fiber Path #3 / 12 Strand Spliced into Diverse Path #2. 1 gigabit |
| NOT TO SCALE | |
| PSDN: Public Safety Data Network CEN: Connecticut Education Network | |



Update on Fiber Installation Project

Cost Drivers – Phase II – Budget reflecting elimination of WPCA, TWC, Fire Station 340 and 440:

| <i>ADDITIONAL FINANCIAL CONSIDERATIONS</i> | | | FIBER COUNT | TOTAL ROUTE LENGTH | NEW UG | ENGINEERING & CONSTRUCTION | PERMIT & MAKE READY | TOTAL |
|--|---|------------------------------|-------------|--------------------|---------|---|---------------------|-----------------|
| | Project total for dark fiber & network switches | | | | | | | \$ 967,144.00 |
| 21A | Town Hall server room | Library | 12 | 1,000 | | \$ 2,945 | \$ - | \$ 2,945.00 |
| 33 | DPW | Network cabinet | | | | | | \$ 3,500.00 |
| 3 | Fire Training Center | 1st year monthly payment CEN | | | | | | \$ 6,034.20 |
| 1 | Town Hall | HP IMC | | | | | | \$ 6,500.00 |
| | Network Switch Engineering/Project Management | | | | | | | \$ 9,200.00 |
| | 6% Project Contingency (Misc cables, racks, construction) | | | | | | | \$ 59,542.69 |
| | New VoIP Phone System | | | | | | | TBD |
| | OVERALL PROJECT TOTAL | | | | | | | \$ 1,054,865.89 |
| | Available CIP Budget | | | | | | | \$ 292,700.00 |
| | CEN Connection Grant | | | | | | | \$ 21,245.00 |
| | PROJECT TOTAL AFTER EXERCISING CIP BUDGET & CEN GRANT | | | | | | | \$ 740,920.89 |
| | | | | | | MONTHLY LEASE PAYMENT PRINCIPAL ONLY | | |
| | | | | | | 5 Years | 7 years | 10 Years |
| | | | | | | \$ 12,348.68 | \$ 8,820.49 | \$ 6,174.34 |
| | | | | | | MONTHLY LEASE PAYMENT PRINCIPAL&INTEREST | | |
| | | | | | | Annual Payment | Rate | 3.03% |
| | | | | | Factor | | 0.11396 | |
| | | | | | Payment | | \$ 84,435.34 | |
| | | | | | | Monthly Payment | Rate | 2.95% |
| | | | | | Factor | | 0.00964 | |
| | | | | | Payment | | \$ 7,142.48 | |

Update on Fiber Installation Project

Cost Drivers – Phase II – Budget reflecting elimination of WPCA, TWC, Fire Station 340 and 440 (cont.):

| PHASE II | | |
|---|--|-----------|
| | | |
| Analog to Digital Multiplexers for Radio System | | \$144,000 |
| | | |
| Microwave to Station 340 & Station 440 | | \$120,000 |
| | | |

**Proposed Conversion of the
Former Parker School to
Elderly Housing**



FY14-15: SIGNIFICANT CAPITAL PROJECTS
FUNDED BY THE GENERAL FUND
Total Amount: \$86,456

Town Administration:

- Phase II of the WPCA state mandated Facility Plan – \$11,900

Public Facilities:

- Pollution abatement funding for work previously performed at Highway Garage pursuant to a State Consent Order - \$24,056
- Continued phase in of funds necessary to pay for the Town's share of pollution abatement costs at the Highway Garage



FY14-15: SIGNIFICANT CAPITAL PROJECTS **FUNDED BY OTHER SOURCES**

Board of Education:

District Wide:

- Security improvements to school buildings - \$300,000 (State Grants-\$168,000) (Non-referendum bonds - \$132,000)

Tolland Intermediate School:

- Building façade repairs – Total cost of project - \$412,661. Existing funds equal \$216,738. Additional amount of \$195,923 to come from non-referendum bonds



FY14-15: SIGNIFICANT CAPITAL PROJECTS **FUNDED BY OTHER SOURCES**

Capital Equipment:

- Replacement of 580 Mower - \$80,000 (\$15,000 General Fund and \$65,000 CNRE)
- Replacement of Truck #35 and Replacement of All Season Body in Truck #23 (will extend the life of the truck 10 more years) - \$270,000 (Non-referendum bonds)

Public Works:

- Tree Trimming: Proactive Tree Trimming Program to reduce the impact of future storm related damage and power outages - \$118,428 (LOCIP Grant)

Fire & Ambulance:

- Replacement of Ambulance 640 – Standard replacement program. Extending the service life of ambulances an additional 2.5 years (Ambulance Fees).



FY14-15: SIGNIFICANT CAPITAL PROJECTS **FUNDED BY OTHER SOURCES**

Streets & Roads:

- Drainage Construction & Design - \$100,000 (Non-referendum bonds)

Pavement Management:

- Road Maintenance - \$410,507 (Non-referendum bonds), \$339,493 (TAR) for a total of \$750,000. In addition we will be utilizing a portion of the \$5 million dollars previously approved for road maintenance



Significant Projects in Years 2-5 By All Sources

Year 2

Board of Education:

Tolland High School:

- Track Resurfacing - \$100,000 (Non-referendum bonds)

Tolland Intermediate School:

- Removal and Replacement of Asbestos Floor Tile - \$414,000 (Non-referendum bonds)

Capital Equipment:

Highway:

- Replacement of Truck #63 – 1999 GMC Truck - \$58,000 (CNRE Fund)
- Replacement of a F550 Dump Truck - \$58,000 (Cemetery Fund)



Significant Projects in Years 2-5 By All Sources

Year 2, continued:

Public Facilities:

- Construction of a Softball Field at Cross Farms in conjunction with Tolland Little League - \$75,000 (\$50,000 General Fund and \$25,000 Contribution from Little League)

Public Works:

- Tree Trimming - \$118,273 (LOCIP Grant)

Streets & Roads:

- Drainage Infrastructure Culvert Replacement - Tory Road - \$275,000 (Non-referendum bonds)



Significant Projects in Years 2-5 By All Sources

Year 2, continued:

Pavement Management:

- \$750,000 to address road maintenance, parking lot and neighborhood roads according to automated pavement management system recommendations (\$410,287 – Non-referendum bonds \$339,713 - TAR)



Significant Projects in Years 2-5 By All Sources

Year 3:

Board of Education:

Birch Grove School:

- Replacement of HVAC Condensing Units - \$132,905 (Utility Reserve Account)

District Wide:

- Replacement of Boiler at Administration Office - \$29,000 (Utility Reserve Account)

Tolland Middle School:

- Removal of Gym Bi-Folding Door replaced with electronically operated “roll down curtain” - \$60,000 (General Fund)
- Replacement of Locker Fronts - \$15,310 (General Fund)



Significant Projects in Years 2-5 By All Sources

Year 3, continued:

Capital Equipment:

Highway:

- Replacement of CAT Backhoe - \$140,000 (Non-referendum bonds)

Fire & Ambulance:

- Ambulance Replacement - \$270,000 (Ambulance Fees)

Parks & Recreation:

- Athletic Court Resurfacing - \$20,670 (CNRE Fund)



Significant Projects in Years 2-5 By All Sources

Year 3, continued:

Public Facilities:

- Replacement of Elevator Cylinder & Car in the Hicks Municipal Building - \$75,000 (General Fund)

Pavement Management:

- \$750,000 to address road maintenance, parking lot and neighborhood roads according to automated pavement management system recommendations (\$292,014 – Non-referendum bonds, \$118,273 – LOCIP and \$339,713 - TAR)

Streets & Roads:

- Drainage construction – various - \$100,000 (non-referendum bonds)



Significant Projects in Years 2-5 By All Sources

Year 4:

Board of Education:

Birch Grove Primary School

- Parking Lot Paving - \$200,000
(Non-referendum bonds)

Tolland Intermediate School

- Removal of Gym Doors & Replace with electronically operated “roll down curtain” - \$54,000
(General Fund)
- Skylight Replacement - \$18,000



Significant Projects in Years 2-5 By All Sources

Year 4, continued:

Capital Equipment:

- Replacement of 11" Toro 400 Mower and Replacement of Truck #25 - \$121,000 (Non-referendum bonds)

Fire:

- Replacement of 2006 Service 240 - \$75,000 (Ambulance Fees)
- Refurbish 1994 Engine Tanker ET340 - \$79,040 (Ambulance Fees)

Public Facilities:

- Additions and upgrade to Fire Stations 140, 340 & 440 – \$600,000 (Funding Undetermined)
- Possible demolition of Parker School - \$700,000 (Funding Undetermined)



Significant Projects in Years 2-5 By All Sources

Year 4, continued:

Streets and Roads:

- Drainage Construction - various - \$100,000
(General Fund)

Pavement Management:

- \$750,000 to address road maintenance, parking lot and neighborhood roads according to automated pavement management system recommendations
($\$292,014$ – Non-referendum bonds, $\$118,273$ – LOCIP and $\$339,713$ – TAR)



Significant Projects in Years 2-5 By All Sources

Year 5:

Capital Equipment:

- Replacement of Truck #30 - \$160,000
(Non-referendum bonds)
- Replacement of Sweeper - \$225,000
(Non-referendum bonds)

Fire and Ambulance:

- Dive/Swift Water Rescue Equipment - \$22,500
(Ambulance Fees)
- Replacement of Fire Gear - \$42,500
(Ambulance Fees)



Significant Projects in Years 2-5 By All Sources

Year 5, continued:

Public Facilities:

- Outdoor Basketball Courts to be constructed at Cross Farms Recreation Complex - \$45,000
(CNRE Fund)
- Public Works Facility - \$4.2 million
(Funding not identified)

Streets & Roads:

- \$1,000,000 to address road maintenance, parking lot and neighborhood roads according to automated pavement management system recommendations

(\$542,014 – Non-referendum bonds, \$118,273 – LOCIP and \$339,713 - TAR)



PAST 5 YEAR GENERAL FUND CAPITAL CONTRIBUTIONS

FY10 - \$204,650 or .42% of Townwide Operating Budget

FY11 - \$266,700 or .54% of Townwide Operating Budget

FY12 - \$247,310 or .49% of Townwide Operating Budget

FY13 - \$171,877 or .33% of Townwide Operating Budget

FY14 - \$141,991 or .27% of Townwide Operating Budget

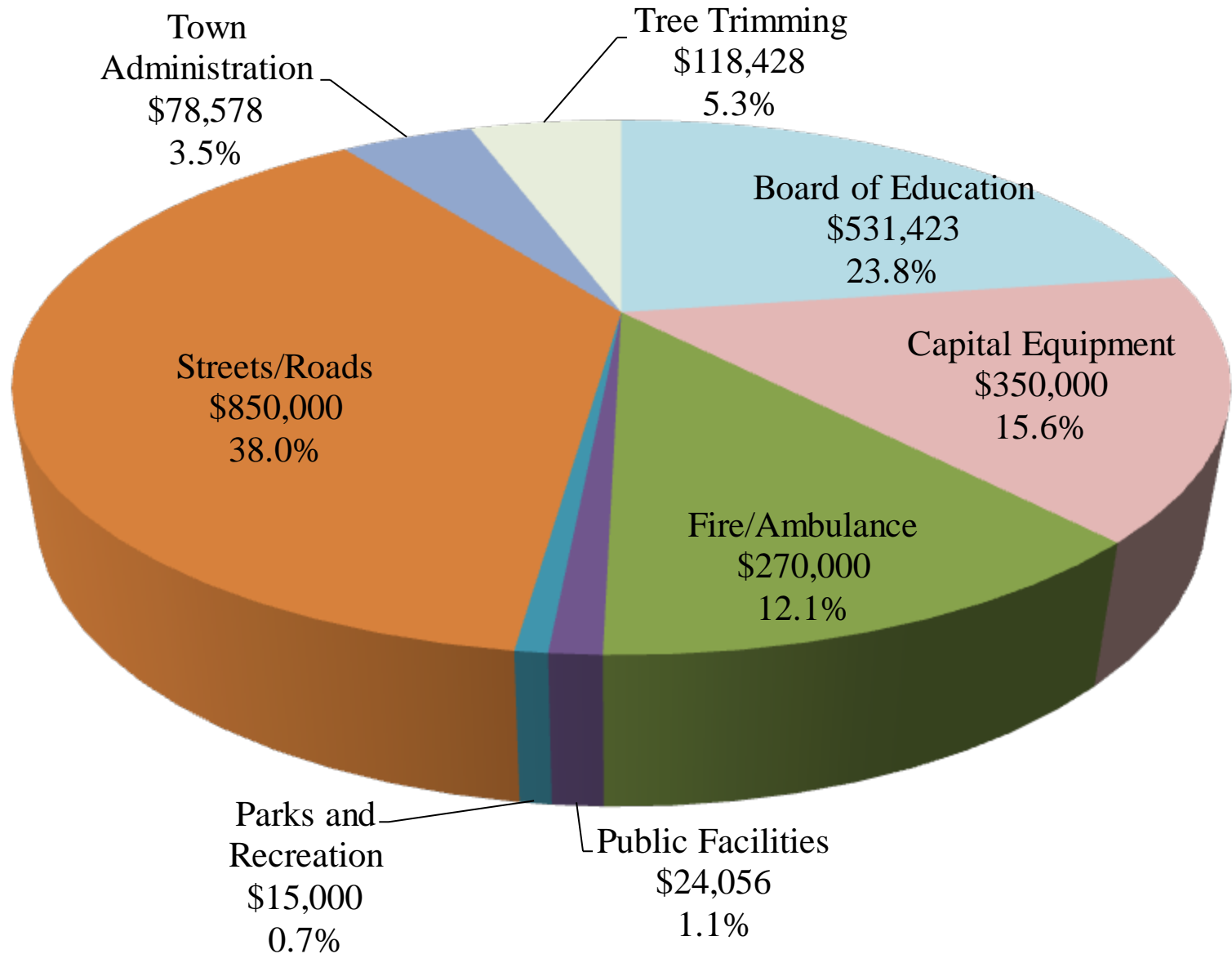
**Town Manager Proposed FY15 = \$86,456 or
__??__% of Townwide Operating Budget**

Equipment Aging Schedule for Units Assigned to Highway Garage

| | | 2014/2015 proposed 5 year CIP | | | | | | | | | | updated as of 12/2013 | |
|--------------------------------|------------------------------------|-------------------------------|---|----------|----------|----------|----------|----------|---|----------|----------|-----------------------|--|
| Vehicle/Equip # | Description | Year | FY 14/15 | FY 15/16 | FY 16/17 | FY 17/18 | FY 18/19 | FY 19/20 | FY 20/21 | FY 21/22 | FY 22/23 | FY 23/24 | |
| Trucks: | | | | | | | | | | | | | |
| 29 TOL | Mack Dump (winter use only) | 1991 | | | | | | | | | | | |
| 30 TOL | Mack Dump (winter use only) | 1993 | | | | | | | | | | | |
| 24 TOL | Mack Dump (winter use only) | 1994 | | | | | | | | | | | |
| 11 TOL | Ford F-150 P/U (no replacement) | 1996 | | | | | | | | | | | |
| 28 TOL | Ford Dump (back-up truck) | 1997 | | | | | | | | | | | |
| 6 TOL | Freightliner Lo-Pro Dump | 2000 | | | | | | | | | | | |
| 12 TOL | International 4700 (Tree Truck) | 2000 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | |
| 35 TOL | Western Star Dump | 2002 | | | | | | | | | | | |
| 5 TOL | Ford F250 (transferred from Parks) | 2002 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | |
| 8 TOL | Ford Utility | 2003 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
| 9 TOL | Ford F250 (no replacement) | 2003 | | | | | | | | | | | |
| 23 TOL | 10 Wheel Dump | 2004 | new body only | | | | | | | | | | |
| 33 TOL | Mack Dump | 2005 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| 2 TOL | Ford F250 P/U | 2006 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | |
| 25 TOL | Ford D-550 Dump | 2007 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | |
| 34 TOL | Mack Dump | 2008 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | |
| 27 TOL | International 7400 | 2008 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | |
| 31 TOL | International 7400 | 2009 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | |
| 26 TOL | International 7400 | 2012 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| 32 TOL | International 7400 | 2012 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| Scheduled Replacements: | | | | | | | | | | | | | |
| 35 TOL | Western Star Dump | 2013 | new | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| 23 TOL | 10 Wheel Dump- Body only | *partial | new body only | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| 25 TOL | Ford D-550 Dump | 2017 | | | | new | 1 | 2 | 3 | 4 | 5 | 6 | |
| 6 TOL | Lo-Pro Dump | 2018 | | | | | new | 1 | 2 | 3 | 4 | 5 | |
| Heavy Equipment: | | | | | | | | | | | | | |
| 17 TOL | Cat Grader | 1972 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | | | | |
| 16 TOL | Cat Loader 936 | 1988 | 26 | 26 | | | | | | | | | |
| | Dyno Pack Roller | 1988 | 25 | 26 | 27 | 28 | 29 | | | | | | |
| 7 TOL | Vac-All | 2000 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | |
| 22 TOL | Cat Backhoe | 2002 | 11 | 12 | 13 | 14 | | | | | | | |
| 20 TOL | Cat 938 Loader | 2002 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
| 19 TOL | Elgin Sweeper | 2003 | 10 | 11 | 12 | 13 | 14 | | | | | | |
| | Paver (used) | 2007 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | |
| 21 TOL | Roadside Mower | 2010 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| | Hyundai Excavator 4500 | 2011 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | |
| Scheduled Replacements: | | | | | | | | | | | | | |
| 22 TOL | Cat Backhoe | 2016 | | | new | 1 | 2 | 3 | 4 | 5 | 6 | 7 | |
| | Dyno Pack Roller | 2017 | | | | new | 1 | 2 | 3 | 4 | 5 | 6 | |
| 19 TOL | Elgin Sweeper | 2018 | | | | | new | 1 | 2 | 3 | 4 | 5 | |
| 16 TOL | Cat Loader 938 | 2019 | | | | | | new | 1 | 2 | 3 | 4 | |
| | | | recommended end of service | | | | | | 3 years past recommended end of service | | | | |
| | | | 1 year past recommended end of service | | | | | | 4 years or more past recommended end of service | | | | |
| | | | 2 years past recommended end of service | | | | | | scheduled for replacement | | | | |



FY14-15 CAPITAL PLAN BY PROGRAM AREA





We Must Protect Our Investment in Our Infrastructure

Miles of paved local roads: 123.25

Miles of unpaved local roads: 8.85

→ Total miles of road = 132.10

To construct 1 mile of road = \$1 million dollars

132.10 miles x \$1,000,000 = **\$132,100,000**

• *The investment we must protect* •



TOLLAND DEBT MANAGEMENT PLAN **SCHEDULE**

2014-15 THROUGH 2023-24

| | | <u>% change</u> |
|-------------------|--------------------|------------------------|
| FY 14/15 - | \$4,474,584 | -3.24% |
| FY 15/16 - | \$4,520,753 | 1.03% |
| FY 16/17 - | \$4,560,908 | .89% |
| FY 17/18 - | \$4,603,134 | .93% |
| FY 18/19 - | \$4,648,898 | .99% |
| FY 19/20 - | \$4,590,178 | -1.26% |
| FY 20/21 - | \$4,475,267 | -2.50% |
| FY 21/22 - | \$4,395,260 | -1.79% |
| FY 22/23 - | \$4,060,914 | -7.61% |
| FY 23/24 - | \$3,961,931 | -2.44% |

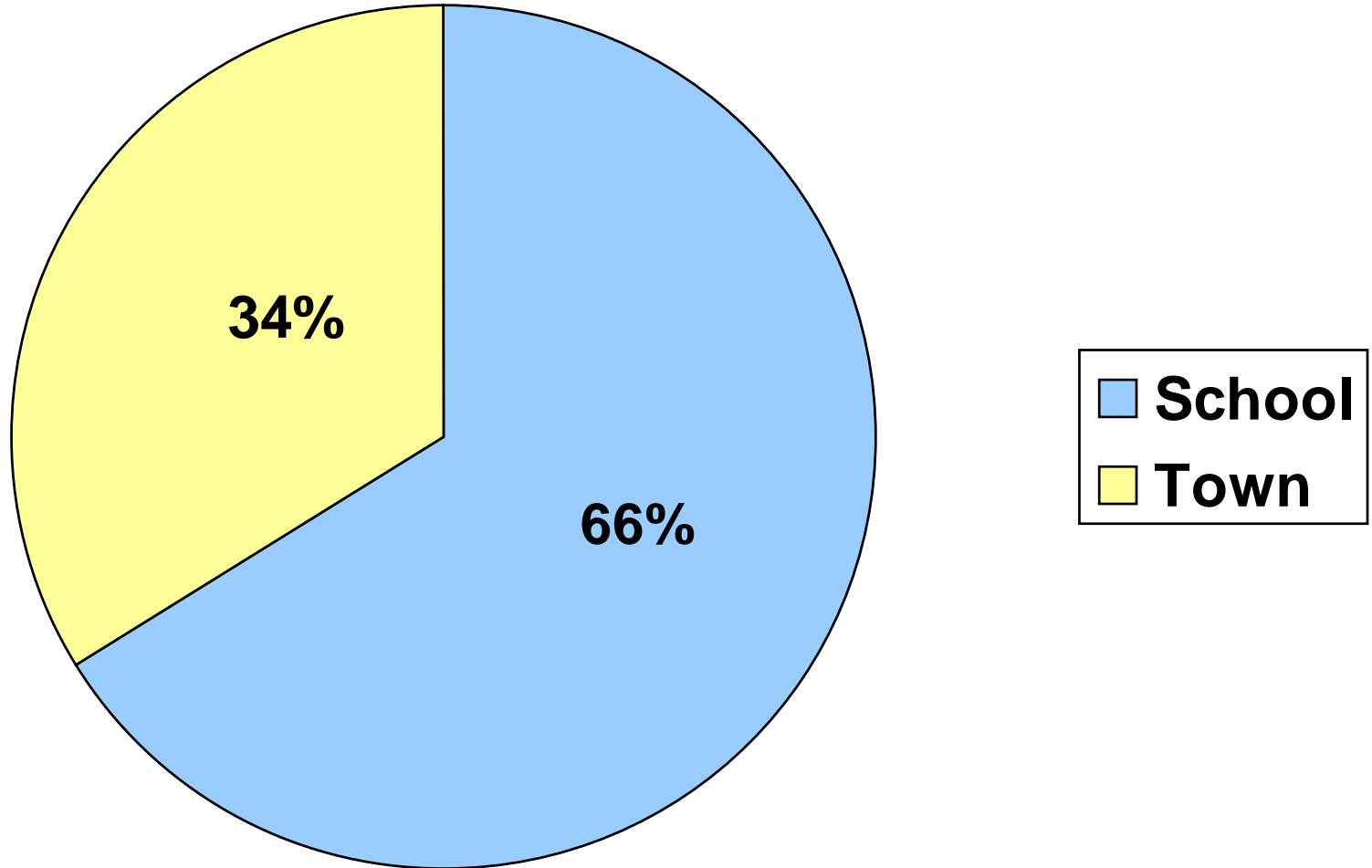


DEBT SERVICE FOR BUDGET YEAR:

\$4,474,584*

*(Net of use of bond premium)

Debt Service Breakdown:





Budget Schedule: Important Upcoming Dates

| | |
|------------------------------|--|
| February 20, 2014 (Thursday) | Capital Budget Public Hearing – Council Chambers – 7:30 p.m. |
| March 4, 2014 (Tuesday) | Manager convenes joint meeting between Council and Board of Education (by April 11 per Charter requirement) – Council Chambers – 7:00 p.m. |
| March 11, 2014 (Tuesday) | Manager submits Budget to Council (by March 27 per Charter requirement) |
| March 13, 2014 (Thursday) | Advertise Public Hearing |
| March 12, 2014 (Wednesday) | Mgr. discusses Budget w/Council–Council Chambers – 7:30 p.m. |
| March 19, 2014 (Wednesday) | Mgr. discusses Budget w/Council–Council Chambers – 7:30 p.m. |
| March 20, 2014 (Thursday) | Mgr. discusses Budget w/Council–Council Chambers – 7:30 p.m. |
| March 26, 2014 (Wednesday) | <u>PUBLIC HEARING</u> on Manager’s Recommended Budget: Board of Education, Town Government, Capital Improvement Plan – Tolland High School Auditorium – 7:30 p.m. |
| April 1, 2014 (Tuesday) | Council Discussion – Budget finalized – Council Chambers – 7:30 p.m. |
| April 10, 2014 (Thursday) | Advertise Budget |
| April 23, 2014 (Wednesday) | <u>ANNUAL BUDGET PRESENTATION MEETING</u> – Tolland High School Auditorium – 7:30 p.m. |
| April 24, 2014 (Thursday) | Budget Presentation – Senior Center – 12:30 p.m. |
| May 6, 2014 (Tuesday) | Annual Budget Referendum |
| By May 13, 2014 (Tuesday) | Council to establish mill rate upon referendum adoption |

