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SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Carl Amento, Executive Director

EXECUTIVE COMMITTEE and
PERSONNEL COMMITTEE
JOINT MEETING NOTICE & AGENDA
April 27, 2011 – 9:00 A.M.

Location: 127 Washington Avenue, 4th Floor West
North Haven, CT 06473

Full agenda materials can be found at our website – www.scrkog.org

1. Call to order- Edward Sheehy, *Chairman*
2. Adopt Minutes of March 23 2011 Executive Committee Meeting – John Picard, *Secretary* Pages 2-3
3. Review of Proposed Budget Revision re: FY 2010-11 Budget- Carl Amento Pages 4-6
4. Review of Resolution Authorizing Executive Director to Sign Sustainable Communities Planning Grant Memorandum of Agreement- Carl Amento Pages 7-17
5. Progress Report on SCRCOG 2010-11 Work Plan - Carl Amento Page 18-20
6. Review of Proposed Job Descriptions– Carl Amento Pages 21
7. Proposal for Funding ROOF Regional Foreclosure Prevention Project- Carl Amento Pages 22
8. Review of the Executive Director's Salary Recommendations Pages 23
9. Presentation of 2011-12 SCRCOG Budget and Work Plan-Carl Amento /Albert Ruggiero Pages 24-53
10. Other Business
11. Adjournment

Special needs: Hearing impaired closed audio loops and/or sign language interpreter and limited English proficiency translator will be provided upon two weeks notice. Agenda can be requested in a language other than English by contacting SCRCOG.



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Carl Amento, Executive Director

TO: **SCRCOG Executive Committee**
FROM: **First Selectman John Picard, SCRCOG Secretary**
DATE: **April 20, 2011**
SUBJECT: **SCRCOG Executive Committee Minutes of March 23, 2011**

Present:

Bethany	First Selectwoman Derrylyn Gorski
Branford	First Selectman Anthony DaRos – <i>Vice Chairman</i>
East Haven	Mayor April Capone - <i>Secretary</i>
New Haven	Mayor John DeStefano, Jr.
Orange	First Selectman James Zeoli
Wallingford	Mayor William Dickinson, Jr.
West Haven	Mayor John Picard - <i>Secretary</i>
Woodbridge	First Selectman Edward Sheehy - <i>Chairman</i>
SCRCOG Staff	Carl J. Amento – <i>Executive Director</i>

ITEM 1-Call to Order: The March 23, 2011 meeting of the Executive Committee of the South Central Regional Council of Governments was called to order at 9:07 A.M. by Chairman Edward Sheehy.

ITEM 2 – SCRCOG Executive Committee Minutes of November 17, 2010

The *SCRCOG Minutes* were on pages 2 -3 in the agenda packet.

A motion to adopt the *SCRCOG Executive Committee Minutes of December 8, 2010* was offered by First Selectman Zeoli and seconded by First Selectwoman Gorski. Upon unanimous vote, the motion passed.

ITEM 3 – Progress Report on SCRCOG FY 2010-2011 Work Program

The Progress Report on pages 4 -6 was reviewed by the Committee members.

ITEM 4—Review of Personnel Evaluations

Executive Director Amento distributed written Personnel Evaluations for SCRCOG 5 staff members and a self-evaluation for himself. These were reviewed by the Committee. Amento informed the Committee that Assistant Planner Mona Beavis was given a layoff notice effective March 25th.

ITEM 5 – Presentation of 2011-12 SCRCOG Draft Budget

Executive Director Amento and Principal Planner Albert Ruggiero reviewed the proposed draft budget that was included in the agenda packet at pages 7 through 12. The proposed budget requires no municipal dues increase. The revenue stream is diversified by the addition of two multi-year federal grants which will add \$168,000 to the FY 2012 work program. Salaries and overall labor costs including benefits are reduced from the current year's level. Overall operating expenditures are reduced from \$826, 325 to \$806,400. New initiatives proposed for the next fiscal year are: replacement of six desktop computers, purchase of a new computer server and establishment of a new program which will reimburse employees for the data plan portion of their employee-owned smartphones up to \$30/mo. to facilitate use of e-mailing and sharing of documents when employees are in the field. The new initiatives were discussed. A final proposed budget will be submitted for next month's meeting.

ITEM 6 – Discussion re ROOF Regional Foreclosure Prevention Proposal

Executive Director reported that he had negotiated SCRCOG's share of the cost of operating the regional program from \$50,000 to \$25,000. He proposed paying this amount from SCRCOG's reserves. He raised the issue of whether the reserves should be replenished in future years by a municipal dues increase. Discussion ensued and the consensus was that SCRCOG should fund this program at \$25,000, SCRCOG should avoid paying the \$25,000 from reserves. The consensus was that the Executive Director should continue working with the Principal Planner to identify unrestricted operating budget funds from the current and the next fiscal years that could be used to fund the \$25,000. The Committee provided further guidance by indicating that up to a 1 cent dues increase could be used to partially fund the project, and, as a last resort, a much smaller amount of the \$25,000 might be considered as a draw from reserves. The Executive Director was charged with creating a new proposal for funding the \$25,000 amount in line with the parameters set by the Executive Committee.

ITEM 7 – Other Business

Executive Director Amento proposal continuing Mona Beavis' health insurance coverage for an additional six months in light of her 41 years of service to SCRCOG. Mayor Capone moved for approval of this proposal. First Selectman DaRos seconded the motion. Mayor DeStefano suggested that a Release be obtained in return for this voluntary extension of benefits by SCRCOG. This suggestion was accepted as a friendly amendment. The motion as amended was approved unanimously.

ITEM 8 - Adjournment

A motion to adjourn was offered by Mayor DeStefano and seconded by Mayor Picard. Upon unanimous vote, the meeting concluded at 9:56 A.M.

Respectfully submitted,
John Picard
SCRCOG Secretary

Explanation of Budget Revision #1- FY 2010-2011 SCRCOG Operating Budget

REVENUE

1. Municipal Contribution and Transportation Planning

Normally, the UPWP Planning Projects are concluded by June 30th of the fiscal year in which the projects are approved and awarded. However, this fiscal year, there was a significant delay in Connecticut DOT's review process which will cause many of these projects to conclude after June 30, 2011 and during FY 2011-2012. Accordingly, the proposed revision segregates and assigns \$229,700 of federal DOT funds and \$28,700 of state DOT funds to the next fiscal year. In the same manner, \$28,700 of municipal dues are segregated and assigned to the next fiscal year to provide our local match for the federal funds.

2. Regional Planning

The proposed revision adds the sum of \$6,360 of new funds which were received from the Connecticut Office of Policy and Management for support of regional planning. This stipend was not expected at the time the FY 2010-2011 budget was approved, since there had been no OPM stipend in FY 2009-2010.

3. Reimbursement for SCRCOG Support

The proposed revision reduces REX's reimbursement to SCRCOG to rent payment only, eliminating the originally contemplated payment for SCRCOG clerical and administrative support.

4. Emergency Response Planning

This proposed revision adjusts the funding period needs for the NHASH and DEMHS grants administered by SCRCOG.

EXPENDITURES

1. General SCRCOG Operations

The Administrative Assistant position was not filled during the entire current fiscal year, and the Planning Assistant position was vacated by layoff as of March 25, 2010 allowing for a savings in salaries for the current fiscal year.

2. Special Planning Studies & Pass-Through Grants

Consultant Services are proposed to be apportioned over the current fiscal year and the next. The NHASH Homeland Security Grant was reduced to reflect the actual amount received.

The ROOF Regional Foreclosure Prevention Project can be funded from the current year's operating budget due to savings accomplished in other expenditure line items.

3. Contingencies

The line item for Contingencies is proposed to be reduced from by \$10,000 from \$24,109 to \$14,109.

SUMMARY

The net result of these proposed budget adjustments is a reduction in the SCRCOG FY 2010-2011 operating budget of \$13,840 from \$1,518,725 to \$1,504,885.

South Central Regional Council of Governments
Fiscal Year 2011 Budget Revision # 1

<i>Revenue</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Revised Budget</i>
<i>Municipal Contribution</i>			
<i>Municipal Contribution - Current Year</i>	151,100	-28,700	122,400
<i>Municipal - Carryover to FY 2012</i>	0	28,700	28,700
<i>Transportation Planning</i>			
<i>U.S. Dept of Transportation</i>	1,157,444	-229,700	927,744
<i>CT Dept of Transportation</i>	144,681	-28,700	115,981
<i>U.S. Dept of Transp - Carryover to FY 2012</i>	0	229,700	229,700
<i>CT Dept of Transp - Carryover to FY 2012</i>	0	28,700	28,700
<i>Regional Planning</i>			
<i>Connecticut Office of Policy & Management</i>	0	6,360	6,360
<i>REX Development</i>			
<i>Reimbursement for SCRCOG Support</i>	25,000	-15,000	10,000
<i>Investment Income</i>	2,500	0	2,500
<i>Emergency Response Planning</i>			
<i>NHASH Homeland Security Grant - FY 08</i>	38,000	-28,000	10,000
<i>NHASH Homeland Security Grant - FY 07</i>	0	22,800	22,800
<i>TOTAL</i>	1,518,725	-13,840	1,504,885

<i>Expenses</i>	<i>Current Budget</i>	<i>Proposed Change</i>	<i>Proposed Budget</i>
<i>General SCRCOG Operations</i>			
<i>1.0 Labor</i>	622,016	-23,940	598,076
<i>2.0 Travel</i>	6,300		6,300
<i>3.0 Data Process</i>	16,600		16,600
<i>4.0 General Overhead</i>	157,700	300	158,000
<i>Total - General SCRCOG Operations</i>	802,616	-23,640	778,976
<i>Special Planning Studies & Pass-Through Grants</i>			
<i>5.0 Consultant Services - Current Year</i>	654,000	-287,100	366,900
<i>6.0 Consultant Services - Carryover to FY 2012</i>		287,100	287,100
<i>7.0 NHASH Homeland Security Grant</i>	38,000	-5,200	32,800
<i>8.0 ROOF - Regional Foreclosure Provention</i>	0	25,000	25,000
<i>Total - Special Planning Studies</i>	692,000	19,800	711,800
<i>9.0 COG Capital</i>	0	0	0
<i>10.0 Contingencies</i>	24,109	-10,000	14,109
<i>TOTAL</i>	1,518,725	-13,840	1,504,885



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SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Carl Amento, Executive Director

Resolution

FY 2010-2011 Budget Revision #1- Adjustments to Various Line Items Decreasing Both Revenues and Expenditures by a Net Amount of \$13,840 from \$1,518,725 to \$1,504,885

Whereas: On April 27, 2011, the South Central Regional Council of Governments adopted an operating budget for FY 2010-2011, and

Whereas: The FY 2010-2011 requires revision in 10 revenue line items and in 9 expenditure line items creating a net decrease in total revenues and total expenditures of \$13,840.

The revisions to revenues and expenditures are shown on the attached spreadsheet.

Now, therefore be it resolved by the South Central Regional Council of Governments:

That the FY 2010-2011 SCRCOG operating budget be revised as indicated on the attached spreadsheet, with 10 revisions to revenue line items and 9 revisions to expenditure line items for a net adjustment to revenues and expenditures decreasing both by \$13,840.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on April 27, 2011.

Date: April 27, 2011

By:

Secretary, John Picard



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SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Carl Amento, Executive Director

**Resolution Authorizing the Executive Director to Execute Memorandum of Agreement for
the New York-Connecticut Sustainable Communities Consortium**

- WHEREAS: SCRCOG agreed to partner with Greater Bridgeport Regional Planning Agency (GBRPA) South Western Regional Planning Agency (SWRPA), New York Metropolitan Transportation Council (NYMTC), Long Island Regional Planning Council, the City of New York, the Long Island Counties of Nassau and Suffolk, the lower Hudson Valley cities of Mount Vernon, White Plains and Yonkers, the Connecticut Coastal Corridor cities of Norwalk, Stamford, Bridgeport and New Haven in a joint application for a Sustainable Communities Regional Planning Grant;
- WHEREAS: On July 28, 2010, the SCRCOG Board authorized SCRCOG's participation in the grant application;
- WHEREAS: In November of 2010, HUD awarded a \$3.5 million Sustainable Communities Regional Planning Grant to the applicants, who have adopted the name "the New York-Connecticut Sustainable Communities Consortium"; and
- WHEREAS: after much planning and negotiation, the Consortium partners have created a Memorandum of Agreement, which is attached hereto, to govern their activities as a Consortium under the grant.

NOW, THEREFORE, BE IT RESOLVED by the South Central Regional Council of Governments that:

SCRCOG's Executive Director, Carl Amento, is authorized to execute on behalf of SCRCOG the attached Memorandum of Agreement with its Consortium partners.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the South Central Regional Council of Governments on April 27, 2011.

Date: April 27, 2011

By: _____
John Picard, Secretary
South Central Regional Council of Governments

Memorandum of Agreement for the New York – Connecticut Sustainable Communities Consortium

This Agreement is entered into this ____ day of _____, 2011, by and between the New York Metropolitan Transportation Council, the South Western Region Metropolitan Planning Organization, the Greater Bridgeport/Valley Metropolitan Planning Organization, the South Central Regional Council of Governments, the Long Island Regional Planning Council, the City of New York, the Long Island counties of Nassau and Suffolk, the lower Hudson Valley cities of Mount Vernon, New Rochelle, White Plains and Yonkers, the Connecticut Coastal Corridor cities of Norwalk, Stamford, Bridgeport and New Haven, and the Regional Plan Association.

WITNESSETH

WHEREAS, the United States Department of Housing and Urban Development (HUD) has issued a Notice of Funding Availability (NOFA), for the Sustainable Communities Regional Planning Grant Program (the Grant Program) and

WHEREAS, the HUD NOFA requires that a consortium of cities, metropolitan planning organizations (MPOs) and non-profit regional councils and planning organizations be established in metropolitan regions seeking to apply for a planning grant through the Grant Program, and

WHEREAS, the HUD NOFA further requires that the planning area for which the planning grant is to be sought be defined by the boundaries of the MPOs who are members of the consortium applying for a planning grant through the Grant Program, and

WHEREAS, the HUD NOFA further requires that a consortium applying for a planning grant through the Grant Program include cities in the planning area for which the grant is being sought that contain at least 50% of the residential population of the planning area, and

WHEREAS, the HUD NOFA further requires that a consortium applying for a planning grant through the Grant Program include non-profit regional councils and regional planning organizations in the planning area for which the grant is being sought, and

WHEREAS, the HUD NOFA requires that a formal consortium agreement be executed no later than 120 days after the effective start date of the grant agreement with HUD, and

WHEREAS, the HUD NOFA requires that the consortium initiate eligible activities within 120 days of the effective date of the grant award, and

WHEREAS, the HUD NOFA specifies that the Period of Performance shall not exceed 36 (thirty-six) months and that the grant application must include 3–5 (three-to-five) year benchmark performance targets, and

WHEREAS, the HUD NOFA requires that the grantee must liquidate all obligations incurred under the award not later than 90 (ninety) days after the end of the funding period, and

WHEREAS, the HUD NOFA specifies that all applicants achieving a specified threshold score in submission will qualify for Preferred Sustainability Status and that applicants that meet this criterion will qualify for a broad spectrum of benefits including access to capacity building resources and will secure potential points in a number of funding opportunities managed by other federal agencies, and that applicants receiving Preferred Sustainability Status that do not receive funds in this funding round will be able to preserve certain aspects of their application for next year's round of completion; and

WHEREAS, HUD has issued a notice indicating it is granting \$3.5 million in Federal funds for activities specified in the HUD NOFA in a planning area of the New York City metropolitan region defined by the boundaries of one metropolitan planning organization in New York State and three metropolitan planning organizations in the State of Connecticut.

NOW, THEREFORE, in response to the requirements of the HUD NOFA and to receive and execute the HUD funding under the Grant Program, the parties do hereby agree to join together through this Agreement to form a New York-Connecticut Sustainable Communities Consortium (the Consortium) whose primary purpose is to organize and execute a Sustainable Communities Planning Program (the Planning Program) leading to a Program and Execution Plan for Sustainable Development that will integrate and guide regional planning activities using funding received from the HUD Grant Program and following the related requirements laid out in the HUD NOFA.

The parties further agree that the Regional Plan Association (RPA), a not-for-profit regional planning organization, is the member of the Consortium assigned fiduciary responsibilities on behalf of the Consortium, and that, in its role as the fiduciary agent of the Consortium, RPA will act as the grant recipient for HUD funds and will enter into the necessary agreement(s) with HUD to submit the agreed upon deliverables and receive the funds granted on behalf of the Consortium.

Additionally, the parties agree to the following:

1. The Consortium will be constituted by the organizations and entities entering into this Agreement.
2. The name of the Consortium will be the New York-Connecticut Sustainable Communities Consortium. The Consortium may choose to publicly identify itself and the Planning Program with a brand or simpler identification.
3. The Consortium will comply with the terms and conditions specified by HUD for the Sustainable Communities Regional Planning Grant Program as defined in the Cooperative Agreement Terms and Conditions contained in Schedule B of this Agreement.
4. During the course of the Planning Program, the Consortium may wish to encourage multi-jurisdictional agreements that do not involve the entire Consortium for purposes of executing portions of the Planning Program. Any such agreements will be established independently of this Agreement and will not involve the Consortium as a whole.
5. The Consortium will be governed in all matters of its operation by the principal representatives identified by the organizations and entities which are parties to this Agreement. Those principal representatives will include the chairs of the policy boards of the metropolitan planning organizations and non-profit regional council and regional planning organizations and the chief elected officials of the county and city governments.

- 5.1. The Consortium principal representatives will choose co-chairs; one from among their New York members and the other from among their Connecticut members; and a secretary from among their members.
- 5.2. The Consortium principal representatives will designate a Steering Committee consisting of one representative from each of the Consortium members. The Consortium principal representatives will delegate to the Steering Committee responsibility for the development of Consortium policy in carrying out the Planning Program, and day-to-day operations of the Consortium.
 - 5.2.1. The Steering Committee will be responsible for overseeing the day-to-day operations of the Consortium and the Planning Program.
 - 5.2.2. The Steering Committee will be responsible for overseeing all aspects of the overall budget for the Planning Program, as defined in Schedule A, including adjusting any part of the budget for the Planning Program as it progresses.
 - 5.2.3. The Steering Committee will be responsible for staffing for Planning Program coordination and committee support, drawing upon the resources of RPA and of the staffs of the MPOs and regional councils that are Consortium members as part of the in-kind contributions defined in Schedule A.
 - 5.2.4. The Steering Committee will be responsible for overseeing the development of, reviewing and accepting all deliverables defined in Schedule A and authorizing RPA, as the fiduciary agent for the Consortium, to submit the final deliverables per Schedule A to HUD for Federal reimbursement.
 - 5.2.5. The Steering Committee will be responsible for developing criteria based on the Consortium work plan with which to judge the acceptability of deliverables produced through the Planning Program.
 - 5.2.6. The Steering Committee will be responsible for withholding authorization for submission of deliverables to HUD that it deems unacceptable or below standard in the context of the Consortium work plans. In these cases, reimbursement for the deliverables to the responsible Consortium member or members will be delayed until an acceptable deliverable is produced for submission to HUD.
- 5.3. Among its first activities, the Steering Committee will undertake the following:
 - 5.3.1. Appointing co-chairs; one from among the cities' representatives on the committee and one from among the MPOs' representatives; and a secretary from among its members.
 - 5.3.2. Drafting overarching goals and major milestones for the Planning Program, providing an opportunity for public review of and comment on the draft goals and milestones, and recommending a final set of goals and milestones to the Consortium principal representatives for adoption.
 - 5.3.3. Organizing and then maintaining information and resources for the Consortium, including coordinating the Consortium effort to develop and maintain a data repository, website, and network of listening posts, and will ensure full public access to these resources.

- 5.3.4. Convening two advisory subcommittees organized geographically in keeping with the locations of the specific execution projects in the Planning Program: a Northern Sector Subcommittee and an Eastern Sector Subcommittee .
 - 5.4. The advisory subcommittees will consist of the member agencies of the MPOs and Long Island Regional Planning Council, in whose planning areas the execution planning is taking place, as well as representatives of agencies, municipalities, non-governmental organizations and community-based organizations identified in those areas.
 - 5.4.1. Each advisory subcommittee will elect a chair to serve on the Advisory Board.
 - 5.4.2. The Steering Committee may revise the structure of the advisory subcommittees as needed during the Planning Program.
6. All actions taken and decisions made by the Consortium and its committees and subcommittees, including the Advisory Board described in Section 9 below, will be by consensus of the affected members of those bodies.
 - 6.1. Consensus will be defined as unanimity of affected parties, with the chair or co-chairs judging the extent to which Consortium, committee or subcommittee members are affected by the decision or action in question.
 - 6.2. In cases where consensus on a prospective action or decision cannot be reached, the chair or co-chairs of the relevant body will convene the parties in question to work towards an agreement and achieve consensus.
 - 6.3. Revisions to any provision or section of this Agreement, including changes to the membership of the Consortium either at the suggestion of Consortium members or upon request from prospective members, will be made through the consensus decision of all of the Consortium principals.
7. At a minimum, the Consortium principal representatives will meet annually to receive a formal status report on the progress of the Planning Program from the Steering Committee and take any actions or make decisions as needed. Other meetings may be convened by the Consortium co-chairs as needed.
 - 7.1. All meetings of the Consortium principal representatives will be open to the public with appropriate notice given.
 - 7.2. A quorum of the Consortium principal representatives will be required in order to conduct business at meetings of the Consortium principal representatives.
 - 7.2.1. A quorum for any meetings of the Consortium principal representatives will consist of two-thirds of the New York principal representatives and two-thirds of the Connecticut principal representatives.
8. At a minimum, the Steering Committee will meet at least quarterly to monitor the progress of the Planning Program and to carry out its responsibility for the development of Consortium policy in carrying out the Planning Program.
 - 8.1. All meetings of the Steering Committee will be open to the public with appropriate notice given.

- 8.2. A quorum of the Steering Committee representatives will be required in order to conduct business at meetings of the Steering Committee.
 - 8.2.1. A quorum for any Steering Committee meeting will be two-thirds of the New York members and two-thirds of the Connecticut members.
9. The Consortium principal representatives will convene an Advisory Board of state agencies, regional non-governmental organizations and representatives of the advisory subcommittees described in Section 5 above.
 - 9.1. The Advisory Board will initially include:
 - 9.1.1. Six state agencies: the Connecticut Housing Finance Agency; the Connecticut Department of Economic and Community Development; the Connecticut Office of Policy Management; the New York State Department of State; the New York State Department of Housing and Community Renewal; and the Empire State Development Corporation.
 - 9.1.2. Six non-governmental organizations: the Local Initiatives Support Corporation; the Urban Land Institute; ICLEI Local Governments for Sustainability; WE ACT for Environmental Justice; the Connecticut Coalition for Environmental Justice; and the One Region Fund, a partnership of private funders in New York, New Jersey and Connecticut.
 - 9.1.3. The North Jersey Transportation Planning Authority, the MPO for northern New Jersey.
 - 9.1.4. The two chairs of the advisory working groups.
 - 9.1.5. Other members to be added at the discretion of the Steering Committee; including potentially other representatives from northern New Jersey and other locations in New York State and Connecticut.
 - 9.2. The role of the Advisory Board will include the following:
 - 9.2.1. At a minimum, the Advisory Board will meet quarterly to advise the Consortium and its committees.
 - 9.2.2. The Advisory Board will work with the Steering Committee to recommend a final set of goals and major milestones for the Planning Program to the Consortium principal representatives for adoption
 - 9.2.3. The Advisory Board will also work with the Steering Committee to monitor the progress of the Planning Program and to carry out its responsibility for the development of Consortium policy in carrying out the Planning Program.
 - 9.2.4. The Advisory Board will also make recommendations for the consideration of the Steering Committee on the final Program and Execution Plan for Sustainable Development which the Steering Committee will recommend to the Consortium principal representatives for adoption.
10. The Consortium will maintain the following administrative arrangements:
 - 10.1. RPA will be responsible for receiving and disbursing Federal funding granted by HUD for the purpose of executing the Planning Program.

- 10.1.1. RPA will be responsible for maintaining accounts of all funding received and disbursed and for all financial and progress reporting required by HUD under the grant program.
- 10.1.2. RPA will be responsible for all other aspects of the administration of Federal funding from HUD for the purpose of executing the Planning Program.
- 10.2. All contracts entered into by the Consortium or its individual members for the purpose of executing the Planning Program must be approved by the Steering Committee.
 - 10.2.1. Procurement of professional services for the purpose of executing the Planning Program will follow processes prescribed for the use of Federal funds, per the requirements in the HUD Terms and Conditions (24 CFR 85.39-HUD) and OMB circulars A-87, A-122 and A-133. State and local procurement requirements will be followed as necessary, but will be secondary to the Federal requirements.
 - 10.2.2. A selection committee will be formed for each procurement with the approval of the Steering Committee. The individual selection committees will make recommendations after following processes consistent with the applicable procurement requirements, with final selection of professional service firms determined by the Steering Committee.
 - 10.2.3. At the direction of the Steering Committee, RPA, utilizing Federal funding from HUD, will enter into contracts with other consortium members and/or with private consultants selected by the Steering Committee to execute work for the Planning Program.
- 10.3. The overall budget for the Planning Program, including Federal funding provided through HUD and various forms of matching and leveraged funds and in-kind services provided by the members of the Consortium, is defined in Schedule A of this Agreement.
- 11. The Consortium will undertake the following activities as part of the Planning Program. These activities are detailed in the Consortium work plan. A final report will incorporate actions and recommendations from all activities and will be adopted by the Consortium as the New York-Connecticut Program and Execution Plan for Sustainable Development.
 - 11.1. RPA and the four metropolitan planning organizations will analyze the existing regional plans, as well as related plans developed by housing agencies, economic development entities and environmental agencies and organizations, to identify where these plans could be more fully integrated on either a functional or geographic level, where additional research, analysis or policy development could be productive, and where governmental policies could be better integrated with the goals of the plans.
 - 11.1.1. As part of this analysis, RPA and the four metropolitan planning organizations will conduct public outreach activities throughout the Consortium's planning area that will gather additional input to advise the integration of existing plans and policies. Outreach activities will be undertaken in a geographically balanced fashion in order to solicit the broadest input from the planning area.

- 11.1.2. The goal of the public outreach activities will be to create a network of engaged government officials, civic and community leaders, business leaders, entrepreneurs, planners and private citizens that cuts across geographic, racial, ethnic, income and programmatic boundaries. Activities will be organized around the two advisory subcommittees described in Section 6.4 above.
- 11.2. RPA will conduct an initial comparison of regional housing, transportation, sustainability and other plans to identify gaps, redundancies, inconsistencies and potential areas where plans could be integrated. Each MPO will conduct further analysis of how plans in its jurisdiction could be enhanced or connected to plans in other jurisdictions.
- 11.3. Cities, MPOs and counties will identify changes in environmental permitting, land use regulations, transportation, housing and open space financing mechanisms, etc. that would address implementation barriers and ensure that Federal, State, local and private investments are working in concert. The responsible entities and actions needed to enact these changes will be identified, including those that can be implemented directly by the Consortium members and those that will require coordinated action with other levels of government.
- 11.4. Drawing on the expertise of the Consortium and advisory board members, RPA and the four MPOs will conduct an initial comparison of regional housing, transportation, sustainability and other plans to identify gaps, redundancies, inconsistencies and potential areas where plans could be further integrated. Each MPO will conduct further analysis of how plans in its jurisdiction could be enhanced or connected to plans in other jurisdictions.
- 11.5. The Long Island Regional Planning Council will develop a policy framework to advance the workforce and fair housing goals of its Long Island 2035 Regional Sustainability Plan.
- 11.6. RPA will work with the Local Initiatives Support Corporation (LISC), a member of the Advisory Board of the Planning Program, and other consortium members to develop oversight responsibilities, management protocols, selection criteria and other specifications for a fund that would provide early seed capital to discrete affordable housing development within ½ mile public transportation. Funding from LISC and federal funding from HUD will cover a series of predevelopment expenses associated with the development of affordable housing, including preliminary plans, engineering and environmental reviews; and legal, marketing and preliminary feasibility assessments.
- 11.7. The New York City Department of City Planning, working in conjunction with the Mayor's Office of Long Term Planning and Sustainability, will conduct citywide strategic planning for building climate resilience. This project will include outreach to a range of stakeholders, include efforts to assess the risks, costs, and potential solutions for building climate resilience; and will outline an ongoing, dynamic, risk-based planning process that the City can employ that can take advantage of new information and projections as they become available.

- 11.8. The City of New Haven will advance plans for a transit oriented development at Union Station, converting an existing commuter train station to a new mixed use community. Project elements include new structured commuter parking, remerchandising/renovation of the train station and a new mixed use community on the Union Station site.
- 11.9. The City of Bridgeport will develop a feasibility plan for a new train station at the core of a 750-acre development corridor which runs from the Steel Pointe Harbor development project north to the Lake Success Business Park.
- 11.10. The City of Norwalk will develop a plan to introduce better bus, bicycle, car, pedestrian and circulator connectivity at the South Norwalk rail station.
- 11.11. The City of Stamford will complete a feasibility study for a new East Side train station.
- 11.12. The City of New Rochelle will complete a station area plan and create a transit-oriented development zone within ½ mile of Station Plaza.
- 11.13. The cities of Yonkers, Mount Vernon and New Rochelle, in collaboration with the New York Metropolitan Transportation Council, will define sustainable communities issues and planning needs in the east-west Cross County Parkway corridor which connects these lower Hudson Valley cities. A corridor profile will be developed for use in the development of NYMTC's next Regional Transportation Plan.
 - 11.13.1. The cities of Yonkers and Mount Vernon will incorporate relevant findings, study data, and implementation strategies from other Consortium execution planning projects into locally-initiated planning activities and documents developed for the Yonkers, Ludlow, Fleetwood, Mount Vernon East and Mount Vernon West Metro-North station areas.
- 11.14. The New York City Department of City Planning, in collaboration with the New York City Department of Transportation and the MTA Metro-North Railroad, will study multiple existing Metro-North stations in the Bronx along with two stations proposed at Hunts Point and Parkchester to identify potential land use, transportation and urban design improvements as part of the plan to bring Metro-North to Penn Station.
- 11.15. The City of White Plains, in collaboration with the New York Metropolitan Transportation Council, and in consultation with other I-287 corridor communities, will define sustainable communities issues and planning needs in the Tappan Zee Bridge/I-287 Corridor, including connections to railway and other transit hubs, existing and planned. A corridor profile will be developed for use in the development of NYMTC's next Regional Transportation Plan.
 - 11.15.1. The City of White Plains will incorporate relevant findings, study data, and implementation strategies from other Consortium execution planning projects into locally-initiated planning activities and documents developed for the White Plains Metro-North Train Station and North White Plains Metro-North Train Station.

- 11.15.2. The New York Metropolitan Transportation Council will work with the City of White Plains and other communities in the Tappan Zee Bridge/Interstate 287 corridor to identify opportunities to update their comprehensive plans and zoning ordinances to institutionalize mixed-income transit-oriented development in conjunction with major transportation improvements under development in the corridor, including both bus rapid transit and train transit.
- 11.16. The New York City Department of City Planning will lead a coordinated, interdisciplinary neighborhood planning study of East New York, Brooklyn to identify and advance strategies for building sustainable communities through land use, transportation, education, employment, urban ecology and green technology.
- 11.17. Nassau County will conduct a feasibility study of sustainable infill development and opportunities to promote transit-oriented development in the vicinity of up to three MTA Long Island Rail Road stations in the Preliminary Regional Nassau Hub Study Area. The County will form a Steering Committee made up of Study Area residents, stakeholders, relevant municipal agencies and County staff to determine the locations to be studied and the types of analyses needed. Among the types of analyses for consideration are economic development and affordable housing opportunities, pedestrian and transportation facility infrastructure improvement and transportation linkages to major potential sites of employment, including the Grumman Property in Bethpage slated for redevelopment.
- 11.18. Suffolk County will develop and implement a Regional Transfer of Development Rights (TDR) study and program that would examine existing local, county and regional TDR programs such as those associated with the Pine Barrens, Suffolk County sanitary credits and local Town programs with particular focus on the 5 Regional Growth Centers identified with the County's study entitled "A Review of Selected Growth and Development Areas." Selected study areas would include, but not be limited to the Route 110 Office-Industrial Corridor, the Sagtikos Regional Development Zone, the Stony Brook High Tech Campus, Yaphank and the Town of Riverhead.
12. The Consortium will execute the activities in Section 11 over the full 36 (thirty-six) months of the period of performance defined in the HUD NOFA and until liquidation of all obligations, such as the performance benchmark requirements, as mandated by the HUD NOFA.
 - 12.1. The Consortium will produce all deliverables identified in Schedule A of this Agreement and submit those deliverables to HUD in order to receive Federal reimbursement for the Planning Program per Schedule A.
 - 12.2. Per the requirement of the HUD NOFA, the Consortium will liquidate all obligations incurred under the award not later than 90 (ninety) days after the end of the funding period.
 - 12.3. The Consortium will consider continuing this Agreement at the conclusion of the period of performance subject to the modification provisions of this Agreement in Section 7.3.

- 12.4. Should the Consortium receive Preferred Sustainability Status, members of the Consortium agree to consider extending this Agreement to timeframes specified in subsequent grant award opportunities subject to the modification provisions of this Agreement in Section 7.3.

SCRCOG FY2010-11 Goals and Work Program
SCRCOG Meeting – April 27, 2010

ADMINISTRATIVE AND LEGISLATIVE

Due Date: Tasks:

July 2010

- Complete move of REX Development into SCRCOG offices- COMPLETED
- Initiate direct deposit of employee payroll checks-COMPLETED

August-November 2010

- Legislation Committee meets, develops and adopts legislative agenda- COMPLETED

September-October 2010

- Complete personnel evaluations of employees- COMPLETED in MARCH 2011

October-December 2010

- Executive Director visits mayors and first selectmen- DEFERRED

November-December 2010

- Executive Director resumes active involvement in legislature's MORE Commission- COMMISSION DEFUNCT

November-December 2010

- Executive Director and Legislation Committee meet with legislators and advocate legislative agenda- EXECUTIVE DIRECTOR MET

December 2010

- Complete updates to SCRCOG website- DEFERRED TO JUNE

December 2010

- Complete re-write of Personnel Management Procedures- DEFERRED TO SUMMER

February 2011

- Complete personnel evaluations of employees- COMPLETED

January - May 2011

- Executive Director and Legislation Committee members advocate legislative agenda during General Assembly session- EXECUTIVE DIRECTOR- IN PROGRESS
- Executive Director visits mayors and first selectmen- IN PROGRESS

March 2011

- Submit draft FY 2011-12 SCRCOG budget and proposed work program/ goals- COMPLETED

May 2011

- Adopt FY 2011-2012 Budget and work program/goals- IN PROGRESS

July 2010 - June 2011

- Executive Director's continued participation in Transportation Strategy Board, Regional Growth Connection, Workforce Alliance, Rideworks, Regional Alliance, C-Med Board, Regional Planning Commission, Regional Growth Partnership, Regional Economic Development Directors, Connecticut Association of Regional Planning Organizations and Department of Emergency Management and Homeland Security – Region 2- ONGOING

TRANSPORTATION

Due Date: Tasks:

July-August 2010

- Review 24 RFQ submissions for 15 UPWP studies, conduct interviews, select consultants-COMPLETED
- Submit application(s) for federal Sustainable Communities Regional Planning Grant -COMPLETED

September 2010

- Obtain SCRCOG approval to execute consultant contracts for UPWP Studies-COMPLETED

October 2010

- Plan and hold Regional Transit Forum along with Greater New Haven Transit District- COMPLETED
- Awarded Sustainable Communities Regional Planning Grant- COMPLETED

September - December 2010

- Outreach to Region for input on update of Regional Long Range Transportation Plan- COMPLETED

January - February 2011

- Solicit, if necessary, additional proposals for UPWP studies from municipalities- COMPLETED

January - March 2011

- Update region's locally-coordinated Public Transit Human Services Transportation Plan (LOCHSTP)- COMPLETED

January - May 2011

- Prepare, review and approve update to Regional Long Range Transportation Plan- COMPLETED

March - April 2011

- Approve any revisions to UPWP and submit to DOT for approval- COMPLETED

April 2011

- Submit municipal grant applications for senior and disabled transportation in the region- COMPLETED

May - June 2011

- Solicit consultants for FY 2012 UPWP studies

May 2011

- Develop Section 5310 funding priorities for purchase of wheelchair accessible vehicles

March - June 2011

- Work closely with consultants to complete UPWP planning studies- PENDING

July 2010 - June 2011

- Regular maintenance and amendments to Transportation Improvement Plan (TIP)- ONGOING

LAND USE PLANNING:

Due Date: Tasks:

July - September 2010

- Organize and update GIS data, zoning regulations/maps, Plans of Conservation and Development from all of the region's cities and towns- COMPLETED

September 2010

- Prepare Sustainability Fact Sheets for Regional Planning Commission- COMPLETED

October 2010

- Address vacancies on Regional Planning Commission- COMPLETED

November 2010 - January 2011

- Plan and hold 2011 Regional Planning Commission Annual Meeting and Dinner- COMPLETED

February - June 2011

- Begin initial stages of five-year update to the Regional Plan of Conservation and Development- STARTED

REGIONAL SERVICE DELIVERY INITIATIVES

Due Date: Tasks:

October 2010

- Present proposal for regional SeeClickFix service- DEFERRED
- Present proposal for regional bid matching service- DEFERRED

September - October 2010

- Application to FEMA for Regional Pre-Disaster Hazard Mitigation Planning Grant- COMPLETED

September - December 2010

- Meet with mayors and first selectmen and determine interest in regional housing, energy, recycling and other initiatives- COMPLETED

January - June 2011

- Implement new service delivery initiatives- PENDING

SCRCOG Position Description

Title: Sustainability Planner

Starting salary: \$45,000

Duties: As assigned by the Executive Director, to include

- (1) Pursues comprehensive, integrated and sustainable planning in the areas of land use, housing, transportation, environmental protection, economic development and natural hazard mitigation
- (2) Pursues regional cooperative initiatives

Correlates with above responsibilities:

- (a) Accomplishes well-defined work program tasks including acquisition of relevant data, options delineation, analysis, and, if relevant, advances proposals.
- (b) Pursues and accomplishes work without the necessity of day-to-day guidance.
- (c) Establishes and maintains contacts with relevant individuals and organizations with interests in the work or able to furnish relevant data.
- (d) As relevant, undertakes fieldwork necessary to gain familiarity with a site or area subject of study, and records field observations in a relevant format including photographs.
- (e) Produces clear written timely product(s) including text and graphics in the form of a memorandum, report, brochure or "outline" type presentation.
- (f) Reviews draft work with the Executive Director and prepares final deliverable material.
- (g) Accomplishes continuing or ad hoc out-reach, interacting with members of the public with interests in ongoing work program tasks.

Supervised by: Executive Director

Qualifications:

Undergraduate degree and three years of public sector planning experience or graduate degree in urban/city planning or geography. Ability to accomplish delegated work in a timely manner consistent with reasonable "state of the art" practice. Familiarity with or demonstrated capacity to rapidly become familiar with federal, state and municipal governmental processes as well as with planning, land use, housing, transportation and environmental review and with federal grant programming processes. Possess strong conceptual, analytic and quantitative skills including the ability to employ relevant planning techniques, desktop publishing, graphics, word processing, data base, spreadsheet, CAD or geographic information system (GIS) software and TransCAD. Experience and proficiency in accounting would be a preferred skill.

Proposal for Funding the ROOF Regional Foreclosure Prevention Project

Executive Director Carl Amento

April 27, 2011

Last month, the Executive Committee requested that I return this month with a specific proposal for funding SCRCOG's contribution to the ROOF Regional Foreclosure Prevention Project that relied as little as possible upon drawing from the SCRCOG reserves and which did not increase municipal dues by more than 1 cent.

I am pleased to report that as a result of Budget Revision #1 which is being presented to the Executive Committee and full Board this month, Principal Planner Al Ruggiero and I were able to determine that \$25,000 in non-transportation earmarked funds can be expended from SCRCOG's current operating budget.

Therefore, our proposal is that the \$25,000 funding from SCRCOG for the ROOOF Regional Foreclosure prevention Project be paid from the current year's operating budget. This can be accomplished by the approval of Budget Revision #1 which is before you for action this month.

Salary Recommendation for SCRCOG Staff- FY 2011-2012

Executive Director Carl Amento

April 27, 2011

A salary increase of 5% for the four incumbent staff members is recommended based upon the following criteria:

1. Reduction in SCRCOG operating expenses for second budget year. Even with recommended increases in salary for Executive Director and staff, proposed salary and benefit costs are not only lower than current year's budget, but lower than the previous year budget.
2. SCRCOG has successfully pursued 2 federal multi- year grants which will add \$183,300 to the next fiscal year's revenues. This will mean additional work for the four staff members.
3. New initiatives: regional collective bargaining strategy database and discussions, ROOF Regional Foreclosure prevention Project, and Regional Climate Change Action Plan. These initiatives will mean additional work for the staff members. Other initiatives in the areas of purchasing, revaluation, energy and housing are being considered.
4. Staff has been re-organized to align with necessary functions and new technology has been incorporated resulting in elimination of clerical staffing. Existing staff has taken on all of the clerical work previously performed by 1-1/2 clerical employees. As you can see from the chart below, clerical staffs are quite small at the other RPOs in the state.

<u>RPO</u>	<u># of Employees</u>	<u># of Towns</u>	<u>Population of Region</u>	<u># of Clerical Staff</u>
CRCOG	24	30	741,492	3
SWRPA	9	8	350,361	½
SECCOG	8	18	250,562	1
VCOG	5	4	87,235	1
SCRCOG	5	15	559,425	0
CCRPA	7	7	232,318	½

**FY2012 Proposed SCRCOG Budget
Executive Committee Review
April 27, 2011**

The 2012 Proposed SCRCOG Budget proposes:

- No municipal dues increase
- A more diversified revenue stream with the addition of two multi-year federal grants (Sustainable Communities regional Planning Grant and FEMA pre-Disaster Hazard Mitigation Planning Grant) adding \$168,800 to our FY 2012 work program
- Salaries and overall labor and benefits costs are budgeted at a reduced level from the current fiscal year, and labor and benefits costs are reduced even from FY 2009-2010 levels. The proposed salary and benefit costs include recommended raise for SCRCOG staff.
- Health insurance estimates for next fiscal year project level costs from the current year with our high deductible/ health savings account program. Dental and life insurance and property insurance are all projected to be the same as in the current year.
- Next year's Unified Planning and Work program will allow for \$790,000 in studies for the benefit of our members. This includes a carry-over from the current year's UPWP plan.
- New initiatives proposed for the next fiscal year include hiring of a new Sustainability Planner, replacement of six desktop computers, purchasing a new server, and a new program of reimbursement for data plans (max. \$30/mo.) for employee-owned cell phones.
- Overall operating expenditures will be reduced from \$802,616 to \$779,400.



Bethany - Branford - East Haven - Guilford - Hamden - Madison - Meriden - Milford
New Haven - North Branford - North Haven - Orange - Wallingford - West Haven - Woodbridge

SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS

Carl Amento, Executive Director

Resolution

Fiscal Year 2012 (July 1, 2011 – June 30, 2012) South Central Regional Council of Governments

Whereas: South Central Regional Council of Governments By-Laws prescribes that the Council shall review and approve SCRCOG budgets, and

Whereas: SCRCOG's Executive Committee has reviewed and recommends acceptance of the proposed Fiscal Year 2012 budget totaling \$1,763,500

Now, therefore be resolved by the South Central Regional Council of Governments:

That a Fiscal Year 2012 Budget is adopted (copy attached), and

That a Fiscal Year 2012 SCRCOG municipal dues are established at 27 cents per capita, per the Department of Public Health's July 2009 Population statistics.

Certificate:

The undersigned duly qualified and acting Secretary of the South Central Regional Council of Governments certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the SCRCOG on April 27, 2011.

Date: April 27, 2011

By: _____
Secretary, John Picard

Proposed SCRCOG FY2011-12 Goals and Work Program
SCRCOG Meeting – April 27, 2010

ADMINISTRATIVE AND LEGISLATIVE

Due Date: **Tasks:**

July 2011

- Complete personnel evaluations of employees
- Complete re-write of Personnel Management Procedures

August-November 2011

- Legislation Committee meets, develops and adopts legislative agenda

September-December 2011

- Executive Director visits mayors and first selectmen

November-December 2011

- Executive Director meets with legislators and advocate legislative agenda

January 2012

- Complete personnel evaluations of employees

January - May 2012

- Executive Director advocates legislative agenda during General Assembly session
- Executive Director visits mayors and first selectmen

March 2012

- Submit draft FY 2012-13 SCRCOG budget and proposed work program/ goals

May 2012

- Adopt FY 2012-2013 Budget and work program/goals

July 2011 - June 2012

- Executive Director's and staff's continued participation in Ride to Work, Workforce Alliance, Rideworks, Regional Alliance, C-Med Board, Regional Planning Commission, REX Development, Regional Economic Development Directors, Connecticut Association of Regional Planning Organizations and Department of Emergency Management and Homeland Security – Region 2

TRANSPORTATION

Due Date: **Tasks:**

July-August 2011

- Review RFQ submissions for UPWP studies, conduct interviews, select consultants

September 2011

- Obtain SCRCOG approval to execute consultant contracts for UPWP Studies

January - February 2012

- Solicit new proposals for UPWP studies from municipalities

January - March 2012

- Update region's locally-coordinated Public Transit Human Services Transportation Plan (LOCHSTP)

March - April 2012

- Approve UPWP and submit to DOT for approval

April 2012

- Submit municipal grant applications for senior and disabled transportation in the region

May - June 2012

- Solicit consultants for FY 2013 UPWP studies

May 2012

- Develop Section 5310 funding priorities for purchase of wheelchair accessible vehicles

March - June 2012

- Work closely with consultants to complete UPWP planning studies

July 2011 - June 2012

- Regular maintenance and amendments to Transportation Improvement Plan (TIP)

LAND USE PLANNING:**Due Date: Tasks:****July 2011 - June 2012**

- Preliminary work on five-year update to the Regional Plan of Conservation and Development
- Work on Regional Climate Change Greenhouse Gas Inventory and Action Plan

November 2011 - January 2012

- Plan and hold 2011 Regional Planning Commission Annual Meeting and Dinner

REGIONAL SERVICE DELIVERY INITIATIVES**Due Date: Tasks:****July 2011 - June 2012**

- Implement new service delivery initiatives in regional foreclosure prevention, housing, energy, recycling, revaluation and purchasing.

REGIONAL PLANNING GRANTS**Due Date: Tasks:****July 2011- June 2012**

- Work on HUD Sustainable Communities Regional Planning Grant

November 2011-June 2012

- Work on FEMA Regional pre-Disaster Hazard Mitigation Planning Grant

**South Central Regional Council of Governments
Proposed Budget - Fiscal Year 2012**

<i>Revenue</i>	<i>Fiscal Year 2011</i>	<i>Fiscal Year 2012</i>
Municipal Contribution		
<i>Municipal Contribution</i>	151,100	151,400
<i>Municipal Contribution - Carry-Over from FY 11</i>		28,700
Transportation Planning		
<i>U.S. Department of Transportation</i>	1,157,444	949,700
<i>U.S. Dept of Transportation - Carry-Over from FY 11</i>		229,700
<i>CT Department of Transportation</i>	144,681	118,800
<i>CT Dept of Transportation - Carry-Over from FY 11</i>		28,700
Regional Planning		
<i>Connecticut Office of Policy & Management</i>	0	30,000
REX Development		
<i>Reimbursement for SCRCOG Support</i>	25,000	10,000
Investment Income	2,500	3,200
Emergency Response Planning		
<i>NHASH Homeland Security Grant - FY 08</i>	38,000	30,000
<i>NHASH Homeland Security Grant - FY 07</i>	0	0
Sustainable Communities Grant¹		
<i>Sustainable Communities Reg Planning Grant</i>	0	48,300
Pre Disaster Mitigation Plan²		
<i>Federal Emergency Management Agency</i>	0	120,000
<i>Municipal - In-Kind Contribution</i>		15,000
TOTAL	1,518,725	1,763,500

<i>Expenses</i>	<i>Fiscal Year 2011</i>	<i>Fiscal Year 2012</i>
General SCRCOG Operations		
<i>1.0 Labor</i>	622,016	598,800
<i>2.0 Travel</i>	6,300	7,900
<i>3.0 Data Process</i>	16,600	11,200
<i>4.0 General Overhead</i>	157,700	161,500
Total - General SCRCOG Operations	802,616	779,400
Special Planning Studies & Pass-Through Grants		
<i>5.0 Transportation Consultant Services</i>	654,000	503,000
<i>6.0 Transportation Consultant Services from FY 11</i>	0	287,100
<i>7.0 NHASH Homeland Security Grant</i>	38,000	28,000
<i>8.0 FEMA - Pre-Disaster Mitigation Plan</i>	0	125,300
<i>9.0 Sustainable Communities Consultant</i>	0	10,000
Total - Special Planning Studies	692,000	953,400
<i>8.0 COG Capital</i>	0	30,200
<i>9.0 Contingencies</i>	24,109	500
TOTAL	1,518,725	1,763,500

Proposed Fiscal Year 2012 Municipal Dues

<i>Municipality</i>	<i>FY 11/12 Dues</i>	
	<i>Per Capita (rounded to \$100)</i>	
	<i>Population ⁽¹⁾</i>	<i>0.27</i>
<i>Bethany</i>	5,582	1,500
<i>Branford</i>	29,014	7,800
<i>East Haven</i>	28,572	7,700
<i>Guilford</i>	22,469	6,100
<i>Hamden</i>	58,119	15,700
<i>Madison</i>	18,824	5,100
<i>Meriden</i>	59,186	16,000
<i>Milford</i>	56,424	15,200
<i>New Haven</i>	123,330	33,300
<i>North Branford</i>	14,387	3,900
<i>North Haven</i>	23,916	6,500
<i>Orange</i>	13,772	3,700
<i>Wallingford</i>	44,881	12,100
<i>West Haven</i>	53,007	14,300
<i>Woodbridge</i>	9,188	2,500
<i>Total</i>	560,671	151,400

(1) State of Connecticut, Department of of Public Health, *Estimated Population in Connecticut Towns As of July 1, 2009*.

2012 SCRCOG Budget

SCRCOG Salaries & Labor Allocation

Salary Expense	FY 11		FY 12		Indirect		Benefits		FHWA		SGIA		Local		DEMHS		FEMA		Sustainable Cities		Total	
	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount	Hours	Amount
C. Amento	170	9,769.90	305	17,528.35	1,038	59,653.86	20	1,149.40	94	5,402.18	0.00	0.00	0.00	0.00	0.00	0.00	100	5,747.00	100	5,747.00	1,827	104,998
A. Ruggiero	700	29,792.00	305	12,980.80	802	34,133.12	0	0.00	0	0.00	20.00	851.20	0	0.00	0	0.00	0	0.00	0	0.00	1,827	77,757
S. Dudley	35	1,367.10	305	11,913.30	1,487	58,082.22	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00	0.00	0	0.00	0	0.00	1,827	71,363
J. Rode	35	1,194.20	270	9,212.40	1,522	51,930.64	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00	0.00	0	0.00	0	0.00	1,827	62,337
Sustainability Pln	35	862.05	235	5,788.05	1,187	29,235.81	30	738.90	30	738.90	0.00	0.00	0.00	0.00	0.00	0.00	140	3,448.20	170	4,187.10	1,827	44,999
E. Livshits	35	1,046.50	235	7,026.50	965	28,853.50	252	7,534.80	30	897.00	0.00	0.00	0.00	0.00	0.00	0.00	140	4,186.00	170	5,083.00	1,827	54,627
D. Sullivan	0	0.00	0	0.00	50	525.00	0	0.00	0	0.00	0.00	0.00	0	0.00	0.00	0.00	0	0.00	0	0.00	50	525
Total	1,010	44,032	1,655	64,449	7,051	262,414	302	9,423	154	7,038	20	851	380	13,381	440	15,017	11,012	416,606				

Planning Activities Programs

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
Transportation Planning				
Labor	265,414	212,331	26,541	26,541
Overhead	380,869	304,696	38,087	38,087
Travel	4,750	3,800	475	475
Data Process	1,100	880	110	110
Publications	300	240	30	30
Meeting & Advertising	2,000	1,600	200	200
Miscellaneous	0	0	0	0
Consultants	503,000	402,400	50,300	50,300
Capital	30,000	24,000	3,000	3,000
Total	1,187,434	949,947	118,743	118,743

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
Local Activities				
Labor	7,038	0	0	7,038
Overhead	10,100	0	0	10,100
Travel	300	0	0	300
Data Process	0	0	0	0
Publications	300	0	0	300
Meeting & Advertising	2,800	0	0	2,800
Miscellaneous	200	0	0	200
Consultants	0	0	0	0
Capital	0	0	0	0
Total	20,738	0	0	20,738

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
Sustainable Communities Grant				
Labor	15,017	15,017	0	0
Overhead	21,550	21,550	0	0
Travel	600	600	0	0
Data Process	0	0	0	0
Publications	0	0	0	0
Meeting & Advertising	300	300	0	0
Miscellaneous	0	0	0	0
Consultants	10,000	10,000	0	0
Capital	0	0	0	0
Total	47,467	47,467	0	0

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
Regional Planning				
Labor	9,423	0	9,423	0
Overhead	13,522	0	13,522	0
Travel	1,250	0	1,250	0
Data Process	0	0	0	0
Publications	3,700	0	3,700	0
Meeting & Advertising	2,100	0	2,100	0
Miscellaneous	0	0	0	0
Consultants	0	0	0	0
Capital	0	0	0	0
Total	29,995	0	29,995	0

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
Pre Disaster Mitigation Plan				
Labor	13,381	10,036	0	3,345
Overhead	19,202	14,402	0	4,801
Travel	1,550	1,163	0	388
Data Process	0	0	0	0
Publications	0	0	0	0
Meeting & Advertising	300	225	0	75
Miscellaneous	0	0	0	0
Consultants	125,300	93,975	0	31,325
Capital	0	0	0	0
Total	159,733	119,800	0	39,933

	<i>Total</i>	<i>Federal</i>	<i>State</i>	<i>Municipal</i>
DEMHS - NHASH Grant				
Labor	851	851	0	0
Overhead	1,221	1,221	0	0
Travel	0	0	0	0
Data Process	0	0	0	0
Publications	0	0	0	0
Meeting & Advertising	0	0	0	0
Miscellaneous	0	0	0	0
Consultants / Pass-thru	25,923	25,923	0	0
Capital	0	0	0	0
Total	27,996	27,996	0	0

1.1 Labor - Full & Part Time Staff

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Salaries					
1.111	Full & Part-Time Staff	394,553.16	237,353.97	423,000.00	416,700.00
1.112	Job Cost Variance	-3.82	-1.72	0.00	0.00
1.113	Reserve for Salary Adjustments	0.00	0.00	20,316.00	0.00
	Total	394,549.34	237,352.25	443,316.00	416,700.00
Benefits					
1.121	Social Security	23,839.98	14,726.67	26,300.00	25,900.00
1.122	Medicare	5,575.46	3,353.64	6,200.00	6,100.00
1.123	Unemployment Compensation	2,524.01	28.18	2,700.00	4,000.00
1.124	Health Insurance	153,000.83	70,743.08	111,400.00	116,100.00
1.125	Life Insurance	2,183.12	1,015.00	2,300.00	2,300.00
1.126	Pension - Contribution	17,671.87	11,374.85	21,300.00	20,900.00
1.127	Pension - Admin. Fee	3,528.00	1,896.00	2,600.00	2,700.00
1.128	Longevity	1,500.00	1,500.00	1,500.00	500.00
1.129	Reserve for Payroll Tax Adjustment	0.00	0.00	0.00	0.00
	Total	209,823.28	104,637.41	174,300.00	178,500.00
	Total	604,372.62	341,989.66	617,616.00	595,200.00

1.2 Labor -Temporary Staff

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Salaries					
1.211	Temporary Staff	261.39	128.13	700.00	0.00
1.212	Student Intern Program	0.00	1,885.00	3,000.00	3,000.00
Total		261.39	2,013.13	3,700.00	3,000.00
Benefits					
1.221	Social Security	16.21	124.81	300.00	200.00
1.222	Medicare	3.79	29.19	100.00	100.00
1.223	Unemployment Compensation	2.88	50.33	300.00	300.00
Total		22.87	204.33	700.00	600.00
Total		284.26	2,217.46	4,400.00	3,600.00

2.1 Travel - In State

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Mileage					
2.111	SCRCOG Staff	3,987.13	1,684.35	4,000.00	4,000.00
2.112	Field Staff	308.70	154.00	500.00	400.00
		4,295.83	1,838.35	4,500.00	4,400.00
Parking					
2.121	Parking Expense	57.50	74.50	200.00	300.00
		57.50	74.50	200.00	300.00
Transportation					
2.131	Rail Transportation	0.00	0.00	100.00	200.00
		0.00	0.00	100.00	200.00
2.1	Total - In State Travel	4,353.33	1,912.85	4,800.00	4,900.00

2.2 Travel - Out of State

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Mileage					
2.211	Mileage Reimbursement	136.95	84.00	500.00	800.00
2.212	Air Transportation	0.00	0.00	0.00	0.00
2.213	Rail Transportation	18.50	45.00	100.00	400.00
		155.45	129.00	600.00	1,200.00
Expenses					
2.221	Parking Expense	42.00	0.00	100.00	200.00
2.222	Accommodations	665.72	0.00	700.00	1,400.00
2.223	Meal Allowance	0.00	0.00	0.00	0.00
2.224	Miscellaneous Expenses	0.00	0.00	100.00	200.00
		707.72	0.00	900.00	1,800.00
2.2	Total - Out of State Travel	863.17	129.00	1,500.00	3,000.00
2.0	Total - Travel	5,216.50	2,041.85	6,300.00	7,900.00

3.1 Computer Supplies

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Output Paper					
3.111	Plotter Paper	0.00	0.00	200.00	100.00
		0.00	0.00	200.00	100.00
Ink Ribbons & Cartridges					
3.121	Laser Ink - Black - HP 3700	147.99	0.00	400.00	300.00
3.122	Laser Ink - Color - HP 3700	566.97	0.00	600.00	600.00
3.123	Laser Toner Cartridges - HP 5200	777.88	0.00	600.00	800.00
3.124	Plotter Ink	0.00	0.00	300.00	100.00
		1,492.84	0.00	1,900.00	1,800.00
Diskettes					
3.131	Backup Storage Cartridges - Server	0.00	0.00	800.00	400.00
3.132	Cleaning Tape	0.00	0.00	100.00	100.00
3.133	CD & DVD Diskettes	106.76	0.00	100.00	100.00
		106.76	0.00	1,000.00	600.00
Miscellaneous Supplies					
3.141	Miscellaneous Computer Supplies	8.63	0.00	100.00	100.00
3.151	Miscellaneous Computer Equipment	0.00	62.95	100.00	100.00
		8.63	62.95	200.00	200.00
Total - Computer Supplies		1,608.23	62.95	3,300.00	2,700.00

3.2 Computer Software

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
General Purpose Software					
3.211	Adobe Acrobat	0.00	0.00	500.00	500.00
3.212	Zeta FAX Software	0.00	0.00	0.00	0.00
3.213	Other General Purpose Software	199.99	0.00	500.00	400.00
Total		199.99	0.00	1,000.00	900.00
GIS Software					
3.221	Arc View Upgrade, Maint, & Support	0.00	0.00	1,100.00	1,200.00
Total		0.00	0.00	1,100.00	1,200.00
Anti-Virus Software					
3.231	Veritas Backup Executive	0.00	0.00	0.00	0.00
3.232	Symantec Antivirus	343.20	0.00	500.00	0.00
3.233	Symantec Antispam	310.50	0.00	500.00	0.00
3.234	Symantec Mail Security	237.90	594.00	400.00	800.00
3.235	Sonic Wall	115.00	115.00	200.00	200.00
Total		1,006.60	709.00	1,600.00	1,000.00
3.24 Technical Software					
3.241	Transportation Software	0.00	0.00	0.00	300.00

3.2 Computer Software

	Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12	
		To Date - 1/31	Current Budget	Proposed Budget	Proposed Budget
3.242 Deltek Vision - Accounting Software	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	300.00
3.25 Software Support					
3.251 Advantage - Accounting	2,514.39	2,939.28	2,800.00		3,400.00
3.252 TransCAD License & Support	995.00	0.00	1,200.00		1,100.00
3.253 Miscellaneous Software Support	0.00	0.00	100.00		100.00
	3,509.39	2,939.28	4,100.00		4,600.00
3.26 Internet					
3.261 Domain Registration	211.50	0.00	100.00		100.00
3.262 E-Mail / Web-Site Hosting Fee	300.00	100.00	400.00		400.00
3.263 SCRCOG Website Enhancements	0.00	0.00	5,000.00		0.00
	511.50	100.00	5,500.00		500.00
3.2 Total - Computer Software	5,227.48	3,748.28	13,300.00		8,500.00
3.0 Total Data Process	6,835.71	3,811.23	16,600.00		11,200.00

4.1 Rent Expense

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Rent					
4.111	Monthly Expense	98,561.52	65,091.30	95,800.00	97,300.00
		98,561.52	65,091.30	95,800.00	97,300.00
Security Alarm					
4.112	Alarm Monitoring	395.40	296.55	500.00	500.00
		395.40	296.55	500.00	500.00
4.1	Total - Rent Expense	98,956.92	65,387.85	96,300.00	97,800.00

4.2 Postage & Telephone

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Postage					
4.211	Metered Mail	1,000.00	1,500.00	2,800.00	2,200.00
4.212	Certified Mail	0.00	0.00	100.00	100.00
4.213	Express Mail	0.00	0.00	100.00	100.00
		1,000.00	1,500.00	3,000.00	2,400.00
Telephone					
4.221	Telephone	3,817.62	1,668.01	4,200.00	3,800.00
4.222	Mobile Data Plan	0.00	0.00	0.00	1,800.00
		3,817.62	1,668.01	4,200.00	5,600.00
4.2	Total - Postage & Telephone	4,817.62	3,168.01	7,200.00	8,000.00

4.3 Print & Reproduction

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Copier Supplies					
4.311	Copier Paper - 8.5X11	1,109.40	0.00	1,400.00	1,400.00
4.312	Copier Paper - Colored	0.00	0.00	100.00	100.00
4.313	Copier Paper - 8.5X14	56.98	0.00	100.00	100.00
4.314	Copier Paper - 11X17	46.98	0.00	100.00	100.00
4.315	Copier Staples	114.00	0.00	100.00	100.00
		1,327.36	0.00	1,800.00	1,800.00
Offset Printing & Xeroxing					
4.321	Xerox Copies	0.00	0.00	100.00	100.00
4.322	SCRCOG Leg Priorities	0.00	0.00	200.00	0.00
4.323	Regional Legislative Priorities	125.00	0.00	300.00	300.00
4.324	Map Printing & Mylars	0.00	0.00	100.00	0.00
		125.00	0.00	700.00	400.00
4.3	Total - Printing & Reproductions	1,452.36	0.00	2,500.00	2,200.00

4.4 Expendable Office Supplies

		Fiscal Year 10		Fiscal Year 11		Fiscal Year 12	
		Audited Expenses		To Date - 1/31	Current Budget	Proposed Budget	
4.41	General Office Supplies						
4.411	Tape, Staples, Clips	11.00	9.84	100.00	100.00	100.00	
4.412	Note Paper & Pads	29.94	27.51	100.00	100.00	100.00	
4.413	Pens, Pencils & Markers	53.78	24.14	100.00	100.00	100.00	
4.414	Binders & Folders	183.44	131.54	300.00	300.00	300.00	
4.415	Large Mailing Envelopes	487.85	135.00	400.00	400.00	500.00	
4.416	FAX Machine Supplies	0.00	0.00	200.00	200.00	100.00	
		766.01	328.03	1,200.00	1,200.00	1,200.00	
4.42	Stationery						
4.421	Envelopes	0.00	0.00	100.00	100.00	100.00	
4.422	Mailing Labels	0.00	0.00	100.00	100.00	100.00	
4.423	Business Cards	43.00	0.00	100.00	100.00	100.00	
4.424	Check Reprinting	0.00	343.62	300.00	300.00	400.00	
4.425	Purchase Order Forms	0.00	0.00	200.00	200.00	200.00	
		43.00	343.62	800.00	800.00	900.00	

4.4 Expendable Office Supplies

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12	
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget	
4.43	Miscellaneous Office Equipment & Supplies					
4.431	Federal & State Labor Law Posters	0.00	0.00	100.00	100.00	
4.432	Poland Springs Water	577.75	230.46	700.00	800.00	
4.433	Miscellaneous Office Equipment	196.85	51.48	400.00	300.00	
4.434	Miscellaneous Office Supplies	291.84	139.81	600.00	400.00	
		1,066.44	421.75	1,800.00	1,600.00	
4.4	Total - Office Supplies	1,875.45	1,093.40	3,800.00	3,700.00	

4.5 Equipment Maintenance

		Fiscal Year 10		Fiscal Year 11		Fiscal Year 12	
		Audited Expenses		To Date - 1/31	Current Budget	Proposed Budget	
4.51	General Office Maintenance						
4.511	Postage Machine Rental	600.00	300.00	700.00	700.00		700.00
4.512	FAX Machine Maintenance Contract	160.20	99.52	200.00	200.00		200.00
4.513	Miscellaneous Office Equipment	85.00	120.00	100.00	100.00		200.00
		845.20	519.52	1,000.00			1,100.00
4.52	Computer Maintenance						
4.521	Replacement Parts	0.00	0.00	400.00	400.00		400.00
4.522	Network & Server Maintenance Contract	2,091.00	3,580.50	7,000.00	7,000.00		7,000.00
	Total	2,091.00	3,580.50	7,400.00			7,400.00
4.53	Copier Maintenance						
4.531	Base Service Contract	5,807.64	2,903.82	6,000.00	6,000.00		6,000.00
4.532	Meter Usage Charge - B&W	665.47	211.46	800.00	800.00		700.00
4.533	Meter Usage Charge - color	1,065.88	825.99	2,000.00	2,000.00		2,000.00
		7,538.99	3,941.27	8,800.00			8,700.00
4.5	Total - Equipment Maintenance	10,475.19	8,041.29	17,200.00			17,200.00

4.6 Publications

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12	
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget	
4.61	Dues					
4.611	CT Federation of Planning & Zoning Agenci	30.00	0.00	100.00	0.00	0.00
4.612	American Planning Association	0.00	101.00	300.00	200.00	200.00
4.613	New England Assoc. of Regional Councils	175.00	0.00	200.00	200.00	200.00
4.614	Professional Engineer License	285.00	285.00	300.00	300.00	300.00
4.615	National Association of Regional Council	0.00	0.00	2,900.00	2,900.00	2,900.00
4.616	Other Dues & Contributions	0.00	0.00	300.00	200.00	200.00
		490.00	386.00	4,100.00	3,800.00	3,800.00
4.62	Subscriptions					
4.621	Atlantic Northeast Rails & Ports	145.00	0.00	200.00	300.00	300.00
4.622	APA - Zoning Practice	0.00	90.00	100.00	100.00	100.00
4.623	APA - Journal of APA	0.00	0.00	100.00	200.00	200.00
4.624	Other Subscriptions	0.00	0.00	200.00	100.00	100.00
		145.00	90.00	600.00	700.00	700.00
4.63	Books & Reports					
4.631	Technical Books & Reports	0.00	0.00	200.00	200.00	200.00
		0.00	0.00	200.00	200.00	200.00
4.6	Total - Publications	635.00	476.00	4,900.00	4,700.00	4,700.00

4.7 Insurance & Professional Fees

		Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12 Proposed Budget
			To Date - 1/31	Current Budget	
4.71	Insurance				
4.711	General Liability	10,420.00	2,829.00	2,600.00	3,100.00
4.712	Workers Compensation	1,680.00	1,446.00	1,500.00	1,600.00
4.713	Public Officials Liability	0.00	2,560.00	2,700.00	2,700.00
		12,100.00	4,275.00	4,100.00	4,700.00
4.72	Accounting Services				
4.721	Annual Audit	8,250.00	0.00	8,500.00	12,000.00
4.722	Accounting Services	0.00	0.00	1,000.00	500.00
		8,250.00	0.00	9,500.00	12,500.00
4.73	Legal Services				
4.731	Land Use Issues	0.00	0.00	500.00	300.00
4.732	Pension Review	2,991.25	2,000.00	2,000.00	1,200.00
4.733	Other Legal Services	656.90	0.00	500.00	400.00
		3,648.15	2,000.00	3,000.00	1,900.00
4.7	Total - Insurance & Professional Serv	23,998.15	6,275.00	16,600.00	19,100.00

4.8 Meeting & Advertising Expenses

	Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12	
		To Date - 1/31	Current Budget	Proposed Budget	Proposed Budget
4.81 General Meeting Expenses					
4.811 Meeting Refreshments	2,042.71	1,084.01	2,500.00	2,300.00	2,300.00
4.812 Miscellaneous Meeting Expenses	59.49	167.12	200.00	300.00	300.00
	2,102.20	1,251.13	2,700.00	2,600.00	2,600.00
4.82 SCRCOG Meetings & Events					
4.821 Regional Plan Comm - Annual Mtg	442.80	480.00	800.00	700.00	700.00
4.822 SCRCOG December Meeting	1,048.32	750.00	900.00	1,000.00	1,000.00
4.823 Other SCRCOG Meetings	0.00	45.00	200.00	300.00	300.00
	1,491.12	1,275.00	1,900.00	2,000.00	2,000.00
4.83 Seminars					
4.831 Technical Transportation Seminars	115.00	175.00	300.00	500.00	500.00
4.832 Technical Land Use Seminars	310.00	55.00	300.00	500.00	500.00
4.833 TransCAD - Technical Training	1,500.00	0.00	0.00	0.00	0.00
4.834 Other Seminars & Courses	0.00	0.00	300.00	300.00	300.00
	1,925.00	230.00	900.00	1,300.00	1,300.00

4.8 Meeting & Advertising Expenses

		Fiscal Year 10	Fiscal Year 11		Fiscal Year 12
		Audited Expenses	To Date - 1/31	Current Budget	Proposed Budget
Advertising Expense					
4.841	Employment Opportunities	1,187.50	0.00	500.00	500.00
4.842	Audit - Legal Notice	69.75	80.40	100.00	100.00
4.843	RFP Consultant Selection	407.33	0.00	1,400.00	700.00
4.844	Other Published Notices	1,276.52	0.00	1,000.00	700.00
		2,941.10	80.40	3,000.00	2,000.00
4.8	Total - Meetings & Advertising	8,459.42	2,836.53	8,500.00	7,900.00

4.9 Miscellaneous Expenses

	Fiscal Year 10 Audited Expenses	Fiscal Year 11 To Date - 1/31	Current Budget	Fiscal Year 12 Proposed Budget
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4.91 Miscellaneous

4.911	Miscellaneous Expenses	233.85	162.59	300.00	400.00
4.912	Bank Account Analysis Charge	0.00	245.00	0.00	500.00
4.9	Total - Miscellaneous	233.85	407.59	300.00	900.00

4.0 General Overhead

4.1	Rent	98,956.92	65,387.85	96,300.00	97,800.00
4.2	Postage & Telephone	4,817.62	3,168.01	7,200.00	8,000.00
4.3	Print & Reproductions	1,452.36	0.00	2,500.00	2,200.00
4.4	Office Supplies	1,875.45	1,093.40	3,800.00	3,700.00
4.5	Equipment Maintenance	10,475.19	8,041.29	17,200.00	17,200.00
4.6	Publications	635.00	476.00	4,900.00	4,700.00
4.7	Insurance & Professional Serv	23,998.15	6,275.00	16,600.00	19,100.00
4.8	Meeting Expenses	8,459.42	2,836.53	8,500.00	7,900.00
4.9	Miscellaneous	233.85	407.59	300.00	900.00
4.0	Total - General Overhead	150,903.96	87,685.67	157,300.00	161,500.00

5.0 Consultants

		Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12 Proposed Budget
			To Date - 1/31	Current Budget	
5.1	Transportation Consultants				
5.12	TransCAD Model Enhancements	35,000.00	0.00	0.00	0.00
5.13	Regional Buildout Analysis	38,429.50	0.00	0.00	0.00
5.19	Congestion Management Planning	24,991.93	0.00	50,000.00	65,000.00
5.20	New Haven - Whalley Avenue Corridor Study	68,012.00	0.00	0.00	0.00
5.21	Meriden - Traffic Signal Study	53,526.06	0.00	0.00	0.00
5.22	Meriden - Roadway Planning Studies	65,473.94	0.00	0.00	0.00
5.23	Wallingford - Route 68 Corridor	67,070.50	0.00	0.00	0.00
5.24	East Haven - I-95 / US 1 / RT 100 Study	7,794.00	0.00	0.00	0.00
5.25	Madison - Transportation/Transit Study	0.00	0.00	35,000.00	22,800.00
5.26	North Haven - Spring Road Traffic Calming	0.00	0.00	25,000.00	15,000.00
5.27	Update Regional Housing Study	0.00	0.00	120,000.00	0.00
5.28	Bethany - Pavement Management System	0.00	0.00	25,000.00	12,500.00
5.29	Bethany - Transit Opportunities	0.00	0.00	20,000.00	10,000.00
5.30	Hamden - East / West Transportation Study	0.00	0.00	44,000.00	28,600.00
5.31	Wallingford - Transit Bus Ridership & Routing	0.00	0.00	30,000.00	19,500.00
5.32	Meriden - Trail System Study	0.00	0.00	20,000.00	10,000.00
5.33	New Haven - Downtown Modal Split Study	0.00	0.00	35,000.00	21,000.00
5.34	Sustainable Communities Initiative	15,000.00	0.00	40,000.00	0.00

5.0 Consultants

		Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12 Proposed Budget
			To Date - 1/31	Current Budget	
5.35	Regional School Bus Study	0.00	0.00	25,000.00	15,000.00
5.36	Regional Traffic Signal Study	0.00	0.00	35,000.00	22,700.00
5.37	Regional Transit Data Acquisition	0.00	0.00	50,000.00	25,000.00
5.38	Regional Road Classification Study	0.00	0.00	100,000.00	60,000.00
6.39	East Haven - Hemingway Ave & Coe Ave Study	0.00	0.00	0.00	50,000.00
6.40	New Haven - Foxon Boulevard Corridor	0.00	0.00	0.00	70,000.00
6.41	Wallingford - Traffic Signal Study	0.00	0.00	0.00	45,000.00
6.42	Update TransCAD Transit Model	0.00	0.00	0.00	98,000.00
6.43	Multi Community Road Study	0.00	0.00	0.00	150,000.00
6.44	Regional Traffic Signal Study	0.00	0.00	0.00	50,000.00
6.45	Sustainable Communities Initiative	0.00	0.00	0.00	0.00
Total - Transportation Consultants		375,297.93	0.00	654,000.00	790,100.00
5.4	Land Use Planning Consultants				
5.41	Pre Disaster Mitigation Plan	0.00	0.00	0.00	110,300.00
5.42	Municipal - "In-Kind" Contribution - FEMA Grant	0.00	0.00	0.00	15,000.00
5.43	Sustainable Communities Grant	0.00	0.00	0.00	10,000.00
Total - Land Use Consultants		0.00	0.00	0.00	135,300.00

5.0 Consultants				
	Fiscal Year 10 Audited Expenses	Fiscal Year 11		Fiscal Year 12
		To Date - 1/31	Current Budget	Proposed Budget
5.0 Total - Consultants	375,297.93	0.00	654,000.00	925,400.00

6.0 Capital					
		Fiscal Year 10		Fiscal Year 11	
		Audited Expenses	To Date - 1/31	Current Budget	Fiscal Year 12 Proposed Budget
6.1	Computer Equipment				
6.110	Personal Computers	919.62	0.00	0.00	15,000.00
6.120	Laser Printer	0.00	0.00	0.00	0.00
6.130	Network Server	0.00	0.00	0.00	15,000.00
		919.62	0.00	0.00	30,000.00
6.200	Office Equipment & Furniture				
6.210	Misc. Office Equip & Furniture	0.00	0.00	0.00	200.00
		0.00	0.00	0.00	200.00
6.0	Total	919.62	0.00	0.00	30,200.00