

CITY OF STAMFORD

OFFICE OF POLICY &
MANAGEMENT (OPM)

FY2024-2025
BUDGET PRESENTATION

DR. ELDA SINANI, LL.M.
DIRECTOR
MARCH 13, 2024





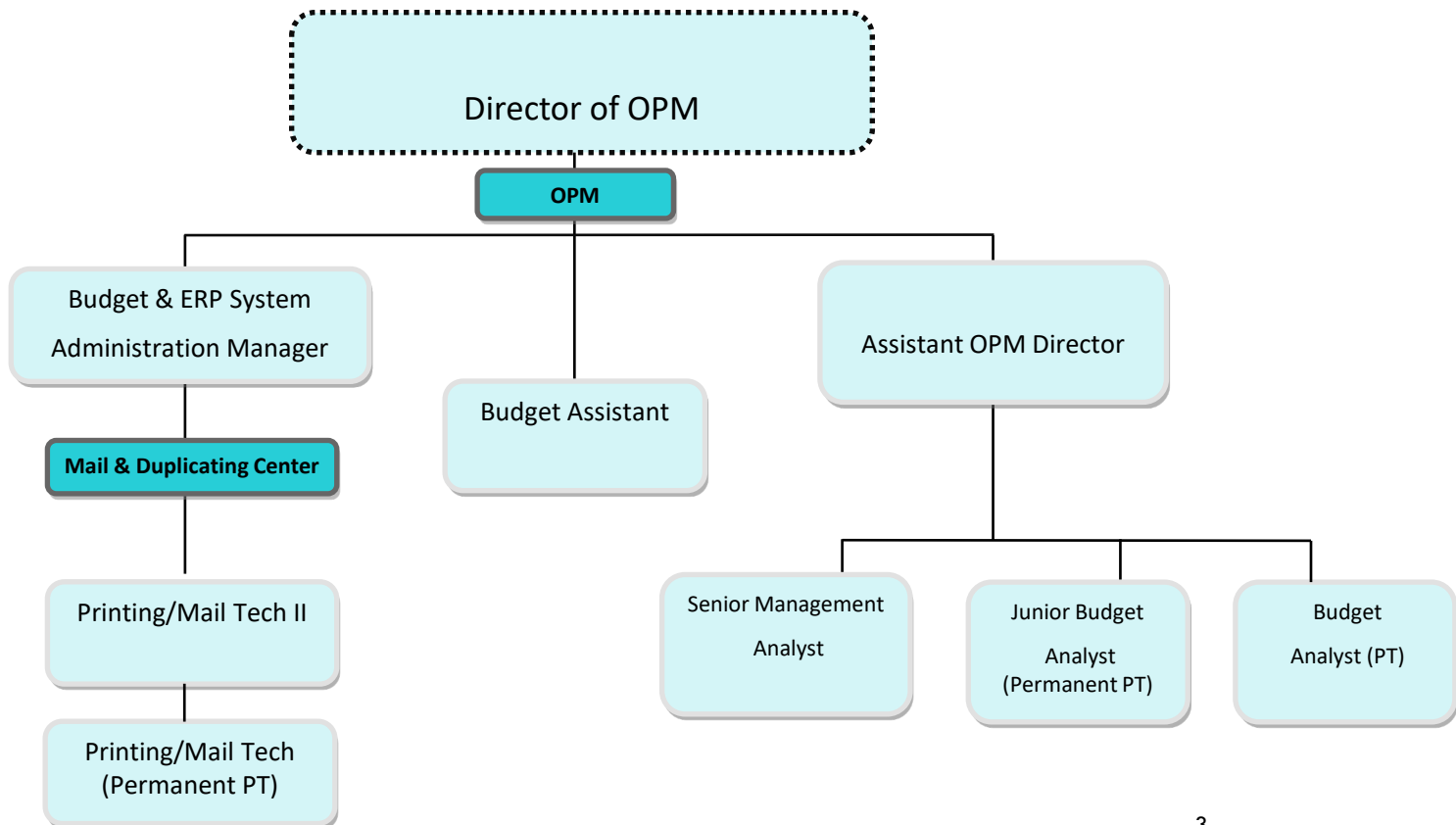
CITY OF STAMFORD

OFFICE OF POLICY AND MANAGEMENT (OPM)

Vision: To set the standard for leadership and expertise in local government.

Mission: To provide financial forecasting and prepare the annual operating and capital budgets. To provide fiscal control, policy analysis, revenue/expenditure monitoring for the Administration, Elected Officials, and Department Directors enabling them to make informed decisions regarding the allocation and use of resources required to achieve City Goals and Statutory Responsibilities.

CITY OF STAMFORD OFFICE OF POLICY AND MANAGEMENT ORG. CHART





FY 2024-2025 SIGNIFICANT FEATURES:

The Recommended Budget for FY 2024-2025 is \$1,294,561. This reflects an increase of \$195,030, or 17.7%, compared to the FY2023-2024 Adopted Budget. The increase is due to salary, contractual wage increases.

OPM currently has 9 Employees (i.e.,5 Full Time Employees; 1 Permanent PT; 1 PT Employee in OPM Division; 1 Full Time Employee and 1 Permanent PT Employee in Mail & Duplicating Center.

Continuing to implement the new (EPM) Budget System in Oracle.



ACCOMPLISHMENTS

Prepared the Annual Operating & Capital Budgets

Lead Role in the ERP budget system implementation, chart of accounts, and data conversion.

Hired the Assistant OPM Director.

Assisted Controller's office with the new payroll system with systemic data.

Reported quarterly projections to the boards.

Managed additional appropriations when required and tracked the contingency fund.

Worked with accounting office and auditors on year-end requests.

Assisted department in collecting data to request fee changes and increases.

Performed analysis of departments to evaluate efficiency and effectiveness.

Managed process for procurement, leasing, billing, and chargeback of city copiers.

Managed the process for initiating and approving cellphone service and equipment, analysis of usage, billing, and chargeback.

Created the budget and chargeback for medical, unemployment comp, central service cost allocation, and salary.

Created the budget and maintained status of all FT and PPT Employees.

Digital approver for all benefit eligible salary requests and open positions.

Processed all incoming and outgoing mail for City.

Provided a large variety of printing services to city departments.

FY 2024-2025 GOALS

