



Fiscal Committee - Board of Representatives

Jay Fountain, Chair

Frank Cerasoli, Vice Chair

Committee Report

Date: Thursday, January 23, 2014
Time: 7:00 p.m.
Place: Republican Caucus Room, 4th Floor Government Center, 888
Washington Boulevard, Stamford, CT 06905-2098

The Fiscal Committee met at the above time and place. In attendance were Chair Fountain; Committee Member Reps. Coleman, DeLuca, Di Costanzo, Fedeli, Figueroa, Kooris, and Silver. Absent or excused were Reps. Day, Cerasoli and Mitchell. Also present were Reps. Reeder, Okun, Ryan, Summerville and Zelinsky; Mike Handler, Director of Administration; Ted Jankowski, Director of Public Safety, Health and Welfare; David Yanik, Controller; Jim Hricay, Director of OPM; Terry Drew, YSB Director; Karen Vitale, Assistant Controller; Karen Cammarota, Grants Officer; and Justin LaBaire, Youth Services Bureau.

Chair Fountain called the meeting to order at 7:05 p.m.

| Item No. | Description | Committee Action |
|----------------------------|--|---------------------------|
| 1. F29.022 | GRANT RESOLUTION; Authorizing an Agreement with the State Department of Public Health Regarding a Childhood Immunization Program | APPROVED 8-0-0 |

Karen Cammarota explained that this is an ongoing program mainly to inform eligible residents that immunizations are available and their importance. The grant award for 2014-2015 is anticipated to be \$88,725 with a City contribution of \$16,874. A motion to approve this resolution was made, seconded, and approved by unanimous vote. (Reps. Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor.)

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| 2. F29.023 \$280,000.00 | ADDITIONAL APPROPRIATION (Grants Budget); Education through Adventure program; staff two permanent part time and seasonal trained adventure facilitators 01/09/14 – Approved by Board of Finance | APPROVED 8-0-0 |
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The Youth services staff gave the committee an overview of the program and told the committee that all operating costs will be covered by fees and donations. A motion to approve this item was made, seconded, and approved by unanimous vote. (Reps. Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor.)

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| 3. F29.024 \$6,000.00 | ADDITIONAL APPROPRIATION (Grants Budget); Seasonal Assistants to the bi-lingual outreach worker | APPROVED 8-0-0 |
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to counsel residents on the Affordable Care Act;
social security costs; worker's travel, program and
office supplies.
01/09/14 – Approved by Board of Finance

A motion to approve this item was made, seconded, and approved by unanimous vote.
(Reps. Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in
favor.)

4. [F29.025](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$318,942.00 Storm Account: Fill Salt and Sand to 100% **8-0-0**
01/09/14 – Approved by Board of Finance

The staff informed the committee that due to the early and heavy snows that have
already hit the City that the Salt and Sand reserve has already been depleted and needs
to be replenished. A motion to approve this item was made, seconded, and approved by
unanimous vote. (Reps. Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa,
Kooris and Silver in favor.)

5a. [F29.014](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$117,791.67 Big 5 Volunteer Fire Departments; Long Ridge VFD; **8-0-0**
to fund annual requested budget appropriation.
(formerly Item No. F28.493)
12/04/13 – Submitted by Mayor David R. Martin
01/09/13 – Approved by Board of Finance

Mr. Jankowski explained that consistent with action taken by the Board of Finance this is
to appropriate one month of the annual amount set aside for the Long Ridge VFD. The
item will be on our agenda each month for the rest of the fiscal year. A motion to
approve this item was made, seconded, and approved by unanimous vote. (Reps.
Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor.)

5b. [F29.015](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$12,833.33 Big 5 Volunteer Fire Departments; Springdale VFD; **8-0-0**
to fund annual requested budget appropriation.
(formerly Item No. F28.492)
12/04/13 – Submitted by Mayor David R. Martin
01/09/13 – Approved by Board of Finance

Mr. Jankowski explained that consistent with action taken by the Board of Finance this is
to appropriate one month of the annual amount set-aside for the Springdale VFD. The
item will be on our agenda each month for the rest of the fiscal year. A motion to
approve this item was made, seconded, and approved by unanimous vote. (Reps.
Fountain, Coleman, Deluca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor.)

5c. [F29.016](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$25,666.67 Big 5 Volunteer Fire Departments; Turn of River **6-1-1**
VFD; to fund annual requested budget appropriation.
(formerly Item No. F28.491)
12/04/13 – Submitted by Mayor David R. Martin
01/09/13 – Approved by Board of Finance

Mr. Jankowski explained that consistent with action taken by the Board of Finance this is to appropriate one month of the annual amount set aside for the Turn of the River VFD. The item will be on our agenda each month for the rest of the fiscal year. A motion to approve this item was made, seconded, and approved by a vote of 6-1-1. (Reps. Coleman, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor; Rep. DeLuca opposed; Rep. Fountain abstaining.)

6. F29.002 REVIEW; FY 2013 Annual Report and management **REPORT MADE**
letter comments for City and WPCA.
12/16/13 – Held in Committee

Mr. Yanik discussed with the committee the major deficiencies in the draft Management Letter from the City's auditors. The members questioned why the CAFR and Management Letter take 7 months after the fiscal year end to finalize and were told that there were a number of contributing factors including illness of a key staff person, the age of the City's accounting system, and that the Controller's Office is short staffed. They said that if the City was willing to increase staff the CAFR could be completed somewhat sooner but that the cost could be significant. Committee members expressed concern about the second deficiency on Timekeeping Oversight and Administration. They were informed that the administration was aware of this problem and had requested funding in the current year's budget to correct this and expand the use of the City's automated system (Kronos) but that the funding was deleted from the budget by the Board of Finance. The committee requested that the administration take steps to request the funding to correct this problem immediately and not wait for next year's budget because of the potential for significant overpayments. The committee asked that the Controller's Office return next month once the Management Letter has been completed and Management's responses finalized and an action plan developed. The committee also requested that the Controller's Office return next month to explain the CARF more fully.

8. F29.026 REVIEW; Mayor's recommendations for allocation of **REPORT MADE**
FY2012-13 surplus

The committee then took up this item. The Office of OPM presented the committee with the Administration's recommendations for allocating the \$10,912,936 (including \$4,417,829 BOE budgetary surplus) in fund balance at the end of the 2012-2013 fiscal year. The memo is [attached](#). The allocation has been presented to the Board of Finance and the Board of Reps will be requested to formally act upon it at our March meeting. The allocation includes BOE OPEB funding of \$1,326,349, transfer to capital non-recurring of \$4,587,587, transfer to Rainy Day fund of \$3,000,000, and a weather reserve of \$2,000,000. The committee was told that the transfer to the Rainy Day fund would bring the total in that fund to over \$21,000,000 and that the Bond Rating agencies have requested that the City maintain a Rainy Day fund balance equal to 5% of our operating budget which would be slightly over \$25,000,000 this year. It is expected that this level, which is the maximum allowed by the City's Charter, could be reached in one or two years. After that only a small increase in the Rainy Day fund would be required. In response to a question about where the current balance in the Capital Non-recurring fund came from the committee was informed that it was the result of bond issuance premiums over the last few bond issues

9. F29.027 REVIEW; Implication of state mandated changes to **REPORT MADE**
City Chart of Accounts.

The City Controller briefed the committee on mandated changes to the chart of accounts as a result of State law that will be required for the fiscal year ending June 30, 2015 at a high level and in more detail in subsequent years. This will require modifications to the City's accounting systems and place additional pressure on staff throughout the city.

7. F29.006 APPROVAL; of a report to the Mayor listing capital **REPORT MADE**
and operating budget priorities/requests as
submitted by members of the 29th Board of Reps.
12/16/13 – Report Made

The committee discussed the listing that had been prepared and it was decided that after the Board of Reps meeting on February 3rd, a memo with the list of capital and operating items that Board of Representatives members consider important for consideration for inclusion in the budget be sent to the Mayor.

Chair Fountain adjourned the meeting at 8:55 p.m.
Respectfully submitted,

Jay Fountain, Chair

This meeting is available on [video](#).