



Fiscal Committee - Board of Representatives

Jay Fountain, Chair

Frank Cerasoli, Vice Chair

Committee Report

Date: Monday, February 24, 2014

Time: 7:00 p.m.

Place: Democratic 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, Vice Chair Cerasoli and Committee Member Reps. Coleman, Day, DeLuca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver. Also present were Reps. Kolenberg, Moore, Okun, Reeder and Ryan; Kathryn Emmett, Corporation Counsel; Mike Handler, Director of Administration; Ted Jankowski, Director of Public Safety, Health and Welfare; David Yanik, Controller; Jim Hricay, Director of OPM; Karen Vitale, Assistant Controller; Karen Cammarota, Grants Officer; Clemon Williams, Assistant HR Director; Bill Brink and Mark Turndahl, WPCA; Anne Marie Mones, Risk Manager; Chief Matt Maounis, Turn of River Fire Company; Lee Chevron, Long Ridge Fire Company; and Cody Domasky from the GASB.

Chair Fountain called the meeting to order at 7:03 p.m.

Item No.	Description	Committee Action
¹ 3a. F29.029 \$117,791.67	ADDITIONAL APPROPRIATION (Operating Budget); Big 5 Volunteer Fire Departments; Long Ridge VFD; to fund annual requested budget appropriation. 02/12/14 – Approved by Board of Finance	APPROVED 7-1-1

Chair Fountain deferred consideration of items 1 and 2 until later in the meeting and began with item 3a on the agenda. A motion to approve this item was made seconded and approved by a vote of 7-1-1. (Reps. Fountain, Cerasoli, Coleman, Day, DeLuca, Di Costanzo and Silver in favor; Rep. Figueroa opposed; Rep. Fedeli abstaining.)

² 3b. F29.030 \$12,833.33	ADDITIONAL APPROPRIATION (Operating Budget); Big 5 Volunteer Fire Departments; Springdale VFD; to fund annual requested budget appropriation.	APPROVED 7-1-0
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02/12/14 – Approved by Board of Finance

A motion to approve this item was made seconded and approved by a vote of 7-1-0. (Reps. Fountain, Cerasoli, Coleman, Day, DeLuca, Di Costanzo and Silver in favor; Rep. Figueroa opposed.)

³c. [F29.031](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$26,666.67 Big 5 Volunteer Fire Departments; Turn of River **6-2-1**
VFD; to fund annual requested budget appropriation.
02/12/14 – Approved by Board of Finance

A motion to approve this item was made seconded and approved by a vote of 6-2-1. (Reps. Fountain, Cerasoli, Coleman, Day, Di Costanzo, and Silver in favor; Reps. DeLuca and Figueroa opposed; Rep. Fedeli abstaining.)

⁴4. [F29.032](#) ADDITIONAL APPROPRIATION (Operating Budget); **APPROVED**
\$27,860.00 to hire a Timekeeping & Attendance manager. **9-0-0**
02/12/14 – Approved by Board of Finance

The committee received a explanation of the need for this position and how it will assist the city in addressing one of the major management letter comments from the City's Auditors and to bring the Police and Fire Departments onto the KRONOS system providing additional control over the use of time and attendance. A motion to approve this item was made seconded and approved by unanimous vote. (Reps. Fountain, Cerasoli, Coleman, Day, DeLuca, Di Costanzo, Fedeli, Figueroa and Silver in favor.)

⁵5. [F29.033](#) ADDITIONAL APPROPRIATION (Grants Budget); **APPROVED**
\$3,500.00 Medical Reserve Corp. (NACCHO); to pay for **9-0-0**
supplies and training materials. (100% grant funded)
02/12/14 – Approved by Board of Finance

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

⁶6. [F29.034](#) ADDITIONAL APPROPRIATION (Grants Budget); **APPROVED**
\$6,815.00 Health Risk Reduction Grant; increased state grant **9-0-0**
to increase part time hours for Public Health
Educator and purchase laptop computer and
educational materials. (100% grant funded)
02/12/14 – Approved by Board of Finance

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

- ⁷ [F29.035](#) ADDITIONAL APPROPRIATION (Grants Budget); **APPROVED**
\$12,000.00 Disney NRPA Environmental Education Program **9-0-0**
Grant; for a program to educate children on the
environment; funds to be used for staffing, field trips
and supplies. (100% grant funded)
02/13/14 – Approved by Board of Finance

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

- ⁸ [F29.036](#) ADDITIONAL APPROPRIATION (Grants Budget); **APPROVED**
\$132,545.00 FEMA Port Security Grant; to replace police boat **9-0-0**
engines, purchase security cameras for Stamford
Harbor, SCUBA gear, and maintenance on Fire
Department Vessels. (75% grant funded)
02/12/14 – Approved by Board of Finance

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

- ⁹ [F29.037](#) APPROVAL; of a \$8,912,936 transfer from FY 2012- **APPROVED**
13 Surplus to the Rainy Day Fund, the Capital Non- **10-0-0**
Recurring Fund, the BOE OPEB and the BOR
Capital Non-Recurring Fund.
02/12/14 – Approved by Board of Finance

This item was modified by the Board of Finance. A motion to approve this item, as amended by the Board of Finance to transfer \$3,000,000 to the Rainy Day Fund, make a payment of \$1,685,000 on the board of Education OPEB obligation, and transfer \$4,227,936 to Capital Non-Recurring, was made seconded and approved by unanimous vote. (Reps. Fountain, Cerasoli, Coleman, Day, DeLuca, Di Costanzo, Fedeli, Figueroa, Kooris and Silver in favor.)

- ¹⁰ [F29.028](#) REVIEW; FY 2013 Annual Report and management **REPORT MADE**
letter comments for City and WPCA.

David Yanik reviewed, for the Committee, the results of the Fiscal Year 2012-2013 Comprehensive Annual Financial Report for the City and for the WPCA. Overall, the city's 'Net Position' is determined to be \$383.1 million, which is down \$7.3 million from

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⁸ Video Time Stamp 00:28:19

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the prior year's report. Much of the ensuing discussion focused on the Significant Deficiencies identified by the auditors (some of this was discussed at last month's Fiscal Meeting). The first of these deficiencies, Audit Readiness, was largely due to staffing issues (including staff being on Personal/Medical absences). However, putting staffing issues aside, meeting periodic deadlines is complicated by the additional work required for special funds, such as OTHRA and Mill River. Another of the deficiencies noted, Timekeeping, is largely being addressed by the hiring of a Timekeeping & Attendance Manager, as well as a plan to bring more standardization to the payroll systems being used by the different city departments. Discussion of another identified deficiency, OTHRA, is being deferred as OTHRA will be addressed as a separate Fiscal Committee item. On the WPCA side, work is being done to reconcile the general ledger, which was identified as a Significant Deficiency for the WPCA.

Representative Reeder expressed concern regarding the fact that we are many months late in receiving completed financial reports. She pointed out that this leaves very little time to develop and implement a corrective plan for the following fiscal year. There was also discussion regarding the degree of independence the WPCA should have from the City. Different viewpoints were expressed on whether or not pooling cash (for the City and the WPCA) is acceptable. One of the complicating factors is that the WPCA has historically run in a negative cash position, which, then, requires short term loans from the City. However, a capital reserve is now being built up, which should address this problem. It should take an estimated five years to build this reserve to where it should be.

- ¹¹1. F29.005 REVIEW; status of health insurance and risk reserve funds. **REPORT MADE**

The Net Position of the Internal Service Fund (which includes the health insurance and risk reserve fund) is down almost \$5 million from last year's Net Position (down to \$4.4 million). This is due to a change in how the Operating Expenses are being determined. In the past, expenses associated with Risk Management claim amounts were based on the amounts to be paid over the 12 month period included in the report. However, based on the actuary's recommendation, the amount that is now being revised to include all future payments expected as of the financial report date. The large claims amount for this report year can be viewed as a 'one-time' fix that should not remain at this high level in future financial reports.

- ¹²10. F29.058 PROPOSED ORDINANCE; for publication; amending Section 23-18.5. Approval of contracts by Board of Finance and Board of Representatives. **NO ACTION TAKEN**
- REPORT MADE**

After confirming that the new Building Permit System Software contract went through the proper approval process for cooperative bids, all agreed that a full review of the general Purchasing Ordinance should occur once budgets are finalized. Operations will consider amending their quarterly contract status report with a notation on which contracts need Board approval so this can be made visible on the website.

¹¹ Video Time Stamp 01:53:09

¹² Video Time Stamp 02:04:00

Chair Fountain adjourned the meeting at 9:15 p.m.

Respectfully submitted,

Jay Fountain, Chair

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