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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
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STAMFORD, CONNECTICUT 06904-2152

AGENDA - AMENDED

Thursday, September 12, 2019 – 7 p.m.

Board of Finance Meeting Room, 4th Floor

CALL TO ORDER: Chair Richard Freedman

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

PUBLIC PARTICIPATION

REPORTS TO THE BOARD

1. MINUTES: Request for approval of minutes of the August 14, 2019 regular monthly meeting.
Submitted by: Clerk, Board of Finance
2. POSSIBLE DISCUSSION – PENDING NEGOTIATIONS
The Mayor may address the Board of Finance in executive session on any pending contract negotiations.
3. FISCAL UPDATE – SPED BUDGET
Dr. Tamu Lucero, Superintendent of Schools, will be present to give an update on the *Special Education budget*.

4. LEASE – TEMPORARY SPACE – TRAILBLAZERS, RISE AND LEAP

Request for approval of an agreement between the City of Stamford and Waterfront Office Building, LP, for lease of space at 68 Southfield Avenue, Stamford, for school purposes.

Action Requested: Approval of Lease

Amount: \$25,076 base rent per month

Submitted by: Michael Handler, Director of Administration (Stamford Asset Management Group)

Attending: Mr. Handler; Kathryn Emmett, Esq.; and Stamford Public Schools staff members.

5. EXTERNAL AUDITOR AGREEMENT – BLUM SHAPIRO

Request for approval of an Agreement between the City of Stamford and Blum, Shapiro & Company, P.C. to provide professional auditing services for audits for Fiscal Years 2019, 2020 and 2021, which may be extended at the sole option of the City for audits of the Fiscal Years ended 2022 and 2023. *(This item was held at the August meeting due to the change of the meeting date.)*
(At the time of printing, back-up materials were not available.)

6. 2019 AUDIT PLANNING COMMUNICATION MEMO – BLUM SHAPIRO

Controller David Yanik will be in attendance to present External Auditor Blum Shapiro's 2019 Audit Communication Memorandum. Board members have been provided a copy of the memo. *This item was held at the August meeting due to the fact that the External Auditor's contract had not been signed.*

Submitted by: David Yanik, Comptroller

Attending: David Yanik; Christopher Dellaselva, Assistant Corporation Counselor

7. ADDITIONAL APPROPRIATION – MEDICAL RESERVE CORP. WWHD (GRANT-FUNDED)

Request for approval of an additional appropriation for support for a Medical Reserve Corp. and used to pay for supplies.

Action Requested: Approval of Appropriation

Amount: \$6,148 – 2018-19 (Project F39) – 100% Grant Funded

Fund/Budget: Grant-funded - Direct Services

Submitted by: Jennifer Calder, Director of Health

Attending: Karen Cammarota, Grants Officer

8. ADDITIONAL APPROPRIATION – MEDICAL RESERVE CORP. WWHD (GRANT-FUNDED)

Request for approval of an additional appropriation for support for a Medical Reserve Corp. and used to pay for supplies.

Action Requested: Approval of Appropriation

Amount: \$6,500 – 2019-20 (Project F30) – 100% Grant Funded

Fund/Budget: Grant-funded - Direct Services

Submitted by: Jennifer Calder, Director of Health

Attending: Karen Cammarota, Grants Officer

9. TRANSFER – HEALTH DEPARTMENT PART-TIME NURSE

Request for approval of a transfer to fund a part-time nurse position in lieu of a full-time position.

Action Requested: Approval of Budget Transfer
Amount: \$26,190
Fund/Budget: From: 01438221100
To: 01438221201
Submitted by: Jennifer Calder, Director of Health
Attending: Dr. Calder

10. ADDITIONAL APPROPRIATION – HISTORIC DOCUMENTS PRESERVATION (GRANT-FUNDED)

Request for approval of an additional appropriation needed because the grant award, which is fully funded by the State, was increased by \$1,000.

Action Requested: Approval of increase in grant funding.
Amount: \$1,000
Fund/Budget: Grant-funded – Program Supplies
Submitted by: Lyda Ruijter, Town Clerk
Attending: Karen Cammarota, Grants Officer

11. TRANSFER – TOWN CLERK'S OFFICE SEASONAL WORK

Request for approval of a transfer of funds to support seasonal work.

Action Requested: Approval of Budget Transfer
Amount: \$2,500
Fund/Budget: From: 24401623601
To: 24401621203
Submitted by: Lyda Ruijter, Town Clerk
Attending: (TBC)

12. ADDITIONAL APPROPRIATION – POLICE HEADQUARTERS CUSTODIAL - *HOLD*

This request for approval of additional appropriations to fund for the first fiscal year but can change as the years go on especially at the new Police Headquarters as major mechanical warranties expire and the City has to bring them on preventative maintenance contracts that are currently in existence.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Additional Appropriation
Amount: \$300,000
Fund/Budget: Contingency
Submitted by: Mayor David Martin
Attending: Mark McGrath, Director of Operations; Kevin Murray

13. EXCHANGE OF PROPERTY – O&G INDUSTRIES, INC.

Request for approval of an exchange of property between O&G Industries, Inc. and the City of Stamford related to FST CV 09-5012574 S. It is made in connection with roadway improvements in the Pulaski/Davenport Street area initiated by the City of Stamford Engineering Department. This item was held at the July 11 and August 14 meetings of the Board.

(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Exchange of Property

Amount: None

Fund/Budget: -

Submitted by: Mayor's Office

Attending: James Travers, Transportation Bureau Chief; Garrett Bolella, Traffic Engineer

14. TRANSFER – TRANSPORTATION, TRAFFIC & PARKING DEPARTMENT INTERN

Request for approval of a transfer of funds to hire an intern to assist department operations.

Action Requested: Approval of Budget Transfer

Amount: \$20,000

Fund/Budget: From: 01422101100

To: 01422101203

Submitted by: Mark McGrath, Director of Operations

Attending: James Travers

15. CAPITAL PROJECT CPBM01 APPROPRIATION – ADMINISTRATION

Request for approval of a Capital Project Appropriation for Administration.

Action Requested: Approval of Capital Project Appropriation

Amount: \$1,000,000

Fund/Budget: City Bond

Submitted by: Michael Handler, Director of Administration

Attending: Michael Handler

16. CAPITAL PROJECT CPBM09 APPROPRIATION – STRAWBERRY HILL SCHOOL - ~~WITHDRAWN~~

Request for approval of a Capital Project Appropriation for Strawberry Hill School.

Action Requested: Approval of Capital Project Appropriation

Amount: \$1,000,000

Fund/Budget: City Bond

Submitted by: Michael Handler, Director of Administration

Attending: Michael Handler

17. CAPITAL PROJECT CPBM10 APPROPRIATION – ROGERS INTERNATIONAL SCHOOL - ~~AMENDED~~

Request for approval of a Capital Project Appropriation for Rogers International School.

Action Requested: Approval of Capital Project Appropriation

Amount: \$1,000,000 – ~~REDUCED TO \$250,000~~

Fund/Budget: City Bond

Submitted by: Michael Handler, Director of Administration

Attending: Michael Handler

18. CAPITAL PROJECT CPBM11 APPROPRIATION – ROXBURY ELEMENTARY SCHOOL

Request for approval of a Capital Project Appropriation for Roxbury Elementary School.

Action Requested: Approval of Capital Project Appropriation
Amount: \$1,000,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

19. CAPITAL PROJECT CPBM21 APPROPRIATION – CLOONAN MIDDLE SCHOOL

Request for approval of a Capital Project Appropriation for Cloonan Middle School.

Action Requested: Approval of Capital Project Appropriation
Amount: \$1,000,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

20. CAPITAL PROJECT CPBM22 APPROPRIATION – DOLAN MIDDLE SCHOOL

Request for approval of a Capital Project Appropriation for Dolan Middle School.

Action Requested: Approval of Capital Project Appropriation
Amount: \$1,000,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

21. CAPITAL PROJECT CPBM23 APPROPRIATION – TURN OF RIVER MIDDLE SCHOOL

Request for approval of a Capital Project Appropriation for Turn of River Middle School.

Action Requested: Approval of Capital Project Appropriation
Amount: \$1,000,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

22. CAPITAL PROJECT CPBM24 APPROPRIATION – SCOFIELD MAGNET MIDDLE SCHOOL

Request for approval of a Capital Project Appropriation for Scofield Magnet Middle School.

Action Requested: Approval of Capital Project Appropriation
Amount: \$1,000,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

23. CAPITAL PROJECT CPBM99 APPROPRIATION – CHILDREN’S LEARNING CENTER

Request for approval of a Capital Project Appropriation for the Children’s Learning Center.

Action Requested: Approval of Capital Project Appropriation
Amount: \$200,000
Fund/Budget: City Bond
Submitted by: Michael Handler, Director of Administration
Attending: Michael Handler

24. BOND RESOLUTION - CAPITAL PROJECT CPBM01 – ADMINISTRATION

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for Administration and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 15 for related appropriation.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

25. BOND RESOLUTION – CAPITAL PROJECT CPBM09 – STRAWBERRY HILL SCHOOL –
WITHDRAWN

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Strawberry Hill School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 16 for related appropriation.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

26. BOND RESOLUTION – CAPITAL PROJECT CPBM10 – ROGERS INTERNATIONAL SCHOOL –
AMENDED

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Rogers International School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 17 for related appropriation.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000 – **REDUCED TO \$250,000**
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

27. BOND RESOLUTION – CAPITAL PROJECT CPBM11 – ROXBURY ELEMENTARY SCHOOL

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Roxbury Elementary School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 18 for related appropriation.

(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

28. BOND RESOLUTION – CAPITAL PROJECT CPBM21 – CLOONAN MIDDLE SCHOOL

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Cloonan Middle School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 19 for related appropriation.

(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

29. BOND RESOLUTION – CAPITAL PROJECT CPBM22 – DOLAN MIDDLE SCHOOL

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Dolan Middle School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 20 for related appropriation.

(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

30. BOND RESOLUTION – CAPITAL PROJECT CPBM23 – TURN OF RIVER MIDDLE SCHOOL

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Turn of River Middle School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 21 for related appropriation.

(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

31. BOND RESOLUTION – CAPITAL PROJECT CPBM24 – SCOFIELD MAGNET MIDDLE SCHOOL

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$1,000,000 for the Scofield Magnet Middle School and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 22 for related appropriation.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$1,000,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

32. BOND RESOLUTION – CAPITAL PROJECT CPBM99 – CHILDREN'S LEARNING CENTER

Request for approval of a resolution amending the Capital Budget for Fiscal Year 2019/20 by adding an appropriation of \$200,000 for the Children's Learning Center and authorizing \$1,000,000 General Obligation Bonds of the City to meet said appropriation. See Item 23 for related appropriation.
(At the time of printing, back-up materials were not available.)

Action Requested: Approval of Bond Resolution
Amount: \$200,000
Fund/Budget: General Obligation Bonds
Submitted by: Jay Fountain, Director of OPM
Attending: Jay Fountain; Tony Romano

33. AGREEMENT – STANTEC CONSULTING SERVICES

Request for approval of an Agreement between the City of Stamford and Stantec Consulting for master plan and design services for Phase 1 Final Design for John Boccuzzi Park.

Action Requested: Approval of Agreement
Amount: \$153,700
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Erin McKenna, Senior Planner

34. ADDITIONAL APPROPRIATION – WOODSIDE FIRE HOUSE MOLD ASSESSMENT AND REMEDIATION - HOLD

(At the time of printing, back-up materials were not available.)

The next Regular Meeting of the Board: Thursday, October 10 at 7:00 p.m.

35. ADJOURNMENT

Cynthia R. Winterle

Cynthia R. Winterle

Clerk of the Board