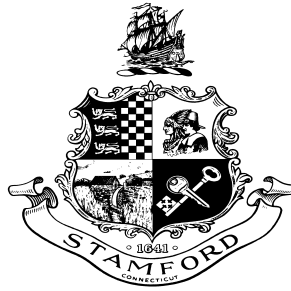


MAYOR
CAROLINE SIMMONS



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VICE CHAIR
GEOFF ALSWANGER
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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152

BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, May 11, 2023
Time: 7:00 p.m.
Via Zoom

Please join the Board of Finance Meeting from your computer, tablet or smartphone.

<https://us02web.zoom.us/j/87554785196>

or by telephone at 1-646-558-8656 – Meeting ID: 875 5478 5196

AGENDA

CALL TO ORDER:

MEMBERS PRESENT:

OTHERS PRESENT:

PUBLIC PARTICIPATION:

1. **MINUTES**

Request for approval of minutes of the following meeting:

04042023 Special Meeting
04122023 Special Meeting
04132023 Regular Monthly

04172023 Special Meeting
04202023 Special Meeting
04262023 Special Meeting

Submitted by: Clerk, Board of Finance

2. BUDGET UPDATE – BOARD OF EDUCATION

Ryan Fealey, Director of Finance, Board of Education, may provide a brief update on the BOE budget.

3. APPROVAL OF A CONTRACT – AVANADE INC. (CITY RFP NO 900 – DIGITAL TRANSFORMATION ADVISORY SERVICES).

This is a contract with Avanade Inc. for City RFP No. 900 Digital Transformation Advisory Services. Per the City’s RFP 900, Avanade will provide a comprehensive digital transformation solution that supports the following capabilities:

- *Cloud Migration*: Moving CoS data, applications, and infrastructure from its on-premises environment to a cloud-based platform;
- *Data Analytics*: Data collection and analysis to support decision-making and service delivery. The solution will include data integration, data visualization, and predictive analytics capabilities;
- *Citizen Services*: Enhancing citizen engagement and services above and beyond our existing website. This includes digital channels for accessing city services, digital payments, and real-time information on city events, traffic, and public transportation;
- *Business Services*: Integration with our cloud-based ERP system to further improve support for businesses by offering digital tools and services for business registration, licensing, and permitting. This will help reduce the time and costs associated with starting and running a business in the city; and
- *Smart City*: Smart city initiatives that will enhance the city’s infrastructure and services. This includes smart traffic management, public safety, and environmental monitoring.

Action Required:	Approval of Contract
Amount:	\$400,000
Fund/Budget:	FY22/23 IT General Fund
Submitted by:	Isadore Sobkowski, Chief Digital Officer
Attending:	Isadore Sobkowski

4. APPROPRIATION OF PORTION OF PRIOR YEAR GENERAL FUND BALANCE – FY2021/2022

The General Fund of the City of Stamford FY2021-22 ended with an Excess of Revenues and Other Sources over Expenditures and Other Uses of approximately \$10,000,000. This is a request to appropriate this amount to the funds listed below:

Rainy Day Purposes - \$1,000,000

In accordance with Sec. C8-30-3 subsection (b) of the City Charter, it is requested that the Board approve the assignment of \$1,000,000 from the FY2021-22 excess of revenues over expenditures for Rainy Day purposes.

Risk Management Fund for Heart & Hypertension - \$1,750,000

This appropriation would serve to fund the transfer of funds from the General Fund to the Risk Management Fund for use in continuing to fund the deficit related to the City’s Heart and Hypertension future claims estimate and an increase in estimated claims and judgements.

Risk Management Fund - \$225,000

This appropriation is to establish a reserve in the Risk Management Fund to help fund storm related costs for city facilities.

Board of Education / Capital Non-Recurring - \$1,082,000

This appropriation would serve to fund the transfer of funds from the General Fund toward BOE short term capital projects.

City/ Capital Non-Recurring - \$4,943,000

This appropriation would serve to fund the transfer of funds from the General Fund to the Capital Non-Recurring Fund for use in funding approved capital projects that may be more appropriately funded with short term capital thereby reducing the interest expense associated with the use of bond funding.

The balance of the difference, \$1,000,000, will not be appropriated but instead will be added to the Unassigned Fund Balance to increase the City's financial resources that could be appropriated on an emergency basis if needed.

Action Required:	Approval of appropriation
Amount:	\$10,000,000
Fund/Budget:	General Fund
Submitted by:	Elda Sinani, Director of OPM
Attending:	Elda Sinani

5. ACFR UPDATE AND DISCUSSION

David Yanik, City Controller; Bill Napoletano, Tax Director and Anita Carpenter, Grants Officer, may provide a brief update on progress on the ACFR.

6. ADDITIONAL APPROPRIATION REQUEST – FY 2022/2023 – GRANT FUNDS—SCHOOL READINESS

Additional award received on this project. This request includes a portion of the funding toward a Grants Financial Analyst position that will be 100% funded by grant dollars. Funds in contractual will support CLC program consultants who are assisting with required monitoring and technical assistance.

Action Required:	Approval of additional appropriation
Amount:	\$916,660
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

7. ADDITIONAL APPROPRIATION REQUEST – FY 2022/2023 – GRANT FUNDS—DAY CARE PROGRAM
Additional award received on this project for COLA (Cost of Living Adjustment). Additional appropriation is required to match the total grant award. This funding will be distributed to CLC for childcare services.

Action Required: Approval of additional appropriation
Amount: \$203,684
Fund/Budget: 100% Grant Funded
Submitted by: Anita Carpenter, Grants Officer
Attending: Anita Carpenter

8. ADDITIONAL APPROPRIATION REQUEST – FY 2022/2023 – GRANT FUNDS--AGGRESSIVE DRIVING ENFORCEMENT

This is a request to appropriate funds for the Police Department to conduct Aggressive Driving patrols to reduce the incidents of aggressive driving in Stamford. The patrols will occur on an overtime basis. No City funds are required.

Action Required: Approval of additional appropriation
Amount: \$49,995
Fund/Budget: 100% Grant Funded
Submitted by: Anita Carpenter, Grants Officer
Attending: Anita Carpenter

9. APPROVAL OF TRANSFER – SUPPRESSION/ NON CAPITAL FIREFIGHTING EQUIPMENT TO GRANTS
Request for approval of a transfer of funds – FY22/23. These funds are being used for City Match portion of the Fire Prevention & Safety Grant (Item #9).

Action Requested: Approval of transfer
Amount: \$2,524
Fund/Budget: From: 01435216720 Suppression/Non Capital Firefighting Equipment
To: 01480809024 Grant Fund
Submitted by: Anita Carpenter, Grants Officer
Attending: Anita Carpenter

10. ADDITIONAL APPROPRIATION REQUEST – FY 2023/2024 – GRANT FUNDS -- FIRE PREVENTION & SAFETY

Grant funds will be utilized by the Fire Department to implement a Smoke/CO Detector Inspection/Installation Program. The program will focus on single and two-family homes as well as elderly and low-income housing. Grant funds will be used to purchase 2,000 smoke detectors. There is a \$2,524 local City match request.

Action Required:	Approval of additional appropriation
Amount:	\$53,000 (\$50,476 Grant/ \$2,524 City Match)
Fund/Budget:	Grant/City Match
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

11. ADDITIONAL APPROPRIATION REQUEST – FY 2023/2024 – GRANT FUNDS -- FEDERAL ASSISTANCE/DOL YOUTH WORKFORCE – YOUTH SERVICES BUREAU

The City of Stamford has been awarded a three-year grant from the Department of Labor to support training and job placement opportunities for Stamford youth ages 18-24. The Youth Services Bureau (YSB) will work with multiple partners to provide job training placements. They will also work with the Stamford Public Schools and Wright Tech to meet educational needs. The YSB will support youth with soft skills training as well as addressing needs such as uniforms, transportation, driver's license fees and certification costs. This grant will support a portion of the Grants Financial Analyst time that is fully funded under grants and part-time seasonal employees with the YSB who will assist the YSB Program Manager.

Action Required:	Approval of additional appropriation
Amount:	\$513,000
Fund/Budget:	100% Grant Funded
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

12. ADDITIONAL APPROPRIATION REQUEST – FY 2023/2024 – PCB SETTLEMENT/CLAIMS AND SETTLEMENTS -- STORM WATER MANAGEMENT

The City of Stamford has received funding from a class action lawsuit settlement related to clean water. The settlement payment is due to the City as a Monitoring Fund Entity. Funds are intended to be used for activities related to stormwater.

Action Required:	Approval of additional appropriation
Amount:	\$32,414.03
Fund/Budget:	PCB Settlement
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

13. ERP PROJECT UPDATE – STATE OF THE ERP PROJECT AND ANCILLARY ACTIVITIES INCLUDING:

- Current State
 - Financial System Stabilization
 - Budgetary Funds Availability
 - Year-end Purchase Order Procedures
 - Continuing Training
 - Teller Cashiering
- Oracle Permits and Licensing
- Work Order and Inventory Modules
- HR/Payroll Planning

Submitted by: Chuck Williams, Stamford ERP Project Manager
Attending: Chuck Williams, ISG Project Lead
Sandy Dennies, Director of Administration

14. CAPITAL PROJECT (001329) APPROPRIATION REQUEST – FY 2022/2023 –SOUTH SCHOOL PROJECT

Per the Long Term Plan (LTP), funding request is for a new K-8 school across two sites. The project is seeking up to 60% reimbursement from the State of Connecticut. The school will be developed across a split site submitted in two applications to the Office of School Construction Grants (OSCG&R). The first site is at 83 Lockwood Avenue (serving grades K-4) and the second site is at 19 Horton Street (serving grades 5-8). Upon completion of the 83 Lockwood Avenue site, students will vacate 19 Horton Street (formerly K.T. Murphy School) and move into 83 Lockwood Avenue. As identified in the LTP, these projects are seeking authorization for both sites in the same year to provide seamless sequenced construction and to ensure that the school will be comprehensively designed and equitably interdependent. In addition, Toquam Elementary School is proposed to be demolished as part of the project, post occupancy of the South School.

The requested amounts are a placeholder until the consultant preparing the grant application completes the cost estimate that is currently in progress.

Action Required: Approval of appropriation
Amount: \$165,750,000
Fund/Budget: \$99,450,000 State Grant/\$66,300,000 City (Bonds)
Submitted by: OPM Department
Attending: Louis Casolo, City Engineer

15. RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2022-2023 BY ADDING AN APPROPRIATION OF \$80,000,000 FOR THE SOUTH SCHOOL PROJECT (**PHASE 1**) AND AUTHORIZING \$32,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Required: Approval of Resolution
Amount: \$80,000,000
Fund/Budget: \$48,000,000 State/ \$32,000,000 City (Bonds)
Submitted by: OPM Department
Attending: Anthony Romano, Management Analyst, OPM

16. RESOLUTION AMENDING THE CAPITAL BUDGET FOR FISCAL YEAR 2022-2023 BY ADDING AN APPROPRIATION OF \$85,750,000 FOR THE SOUTH SCHOOL PROJECT (PHASE 2) AND AUTHORIZING \$34,300,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Required:	Approval of Resolution
Amount:	\$85,750,000
Fund/Budget:	\$51,450,000 State/ \$34,300,000 City (Bonds)
Submitted by:	OPM Department
Attending:	Anthony Romano, Management Analyst, OPM

Anyone requiring an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this meeting should contact the ADA Coordinator as soon as possible: Carmen Hughes, Diversity, Equity and Inclusion Officer, City of Stamford, 888 Washington Boulevard, Stamford, CT 06901 (203) 977-7993

Tracy Donoghue
Tracy Donoghue
Clerk of the Board