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BOARD OF FINANCE

STAMFORD GOVERNMENT CENTER
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BOARD OF FINANCE REGULAR MONTHLY MEETING

Thursday, May 9, 2024
Time: 7:00 p.m.
Via Zoom

Please join the Board of Finance Webinar from your computer, tablet, or smartphone.
<https://us02web.zoom.us/j/82078627284>
or by telephone at 1-646-558-8656 – Meeting ID: 820 7862 7284

AGENDA

CALL TO ORDER:

MEMBERS PRESENT:

OTHERS PRESENT:

PUBLIC PARTICIPATION:

1. MINUTES

Request for approval of Minutes of the following meetings:

04102024 Regular Monthly Meeting
04162024 Special Budget Meeting

Submitted by: Clerk, Board of Finance

2. BUDGET UPDATE – BOARD OF EDUCATION

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

3. REQUEST FOR APPROVAL OF A LICENSE AGREEMENT BETWEEN THE CITY AND FAMILY CENTERS, INC

This is a request to approve a proposed Occupancy License Agreement with Family Centers, Inc. allowing Family Centers to renovate a certain space at Turn of River School and, once complete, operate a school based health center (SBHC) in that space.

Action Requested:	Approval of Contract
Submitted by:	Katherine LoBalbo, Director of School Construction
Attending:	Katherine LoBalbo

4. REQUEST FOR A CAPITAL PROJECT APPROPRIATION – (CP4000011) – FY 23/24 – JULIA STARK – LONG TERM FINANCIAL PLAN – DM/AR

The City is seeking a grant for Asset Renewal and Improvements to Julia A. Stark Elementary School, the project cost of \$14,347,081 of which the City is seeking reimbursement of 60%. This requires an adjustment to the grant authorized portion of CP4000011.

Action Requested:	Approval of Appropriation
Amount:	\$4,158,249
Fund/Budget:	Grant (State)
Submitted by:	OPM
Attending:	Katherine LoBalbo, Director of School Construction

5. REQUEST TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$4,158,249 FOR THE JULIA STARK ELEMENTARY PRIORITY PROJECT

Action Requested:	Approval of Resolution
Amount:	\$4,158,249
Fund/Budget:	Grant (State)
Submitted by:	OPM
Attending:	Katherine LoBalbo, Director of School Construction

6. TRANSFER REQUEST – FY23/24 OPERATING BUDGET – MAYOR’S OFFICE – SUPPORT TO THE STAMFORD ARTS AND CULTURE COMMISSION

The CT Humanities Grant supports any operating expenses of the awarded organization. It was awarded to the Stamford Arts and Culture Commission (SAC) for the calendar year 2023. The approved budget includes \$3,000 for Office Supplies and Expenses, however, the \$3,000 was used to pay seasonal part-time employees to develop an online Arts & Culture Directory on the City’s website.

*This request was part of an item presented at the March meeting and the item content was changed by the Grants Officer during the discussion to exclude this amount.

Action Requested:	Approval of Transfer
Amount:	\$3,000
Fund/Budget:	Mayor’s Office
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

7. TRANSFER REQUEST – FY23/24 OPERATING BUDGET –ARPA-CSFRF GRANT FUNDS –VETERAN’S RESOURCE CENTER

The \$1,500,000 ARPA-CSFRF includes eight projects -- one is the Veterans Resource Center for \$200,000. The budget for this project includes the part-time salary, FICA, telephone, program supplies and contracted services. This request encompasses the expected budget for the Veteran’s Resource Center ARPA funding which requires Board of Finance approval.

Action Requested:	Approval of Transfer
Amount:	\$200,000
Fund/Budget:	Grant (ARPA-CSFRF)
Submitted by:	Anita Carpenter, Grants Officer
Attending:	Anita Carpenter

8. TRANSFER REQUEST – FY23/24 OPERATING BUDGET – HEALTH DEPARTMENT - STD PREVENTION & TREATMENT SERVICES

The original Operating budget included \$20,514 in laboratory supplies, \$5000 for the VD clinic and \$5000 in office supplies. The revised budget pays for the overtime and FICA for the Public Health Nurse when the STD clinic has extended hours along with office supplies. The revised budget is:

Overtime	\$28,200
FICA	\$ 1,714
Office Supplies	\$ 600
Total	\$30,514

Action Requested:	Approval of Transfer
Amount:	\$30,514
Fund/Budget:	Health Department
Submitted by:	Jody Bishop-Pullan, Director of Health
Attending:	Jody Bishop-Pullan

9. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (C56174) – FY 23/24 – CITYWIDE SIGNALS
 The Developer’s required zoning contribution for the installation of the new traffic signal at the corner of Washington Blvd. and Tresser Blvd. is \$337,500.
 Traffic signal improvements at the intersection of Hope Street and Toms Road associated with Zoning Board Application 221-17/535 Hope Street is \$5,000.

Action Requested: Approval of Appropriation
Amount: \$342,500
Fund/Budget: \$337,500 (Private Contributions)
 \$ 5,000 (Private Contributions)
Submitted by: OPM
Attending: Frank Petise, Traffic Bureau Chief

10. REQUEST FOR APPROVAL OF A PARTIAL CAPITAL PROJECT CLOSEOUT RECOMMENDATION – MAJOR BRIDGE REPLACEMENT

Project No.	Project Name	Closeout Amount	Funding Source
CP3320	MAJOR BRIDGE REPLACEMENT	\$1,569,935	State Grant
CP3320	MAJOR BRIDGE REPLACEMENT	\$1,779,200	Bond

Action Requested: Approval of Capital Project Closeout
Amount: \$3,349,135
Fund/Budget: *Reference chart above for detail*
Submitted by: OPM
Attending: Lou Casolo, City Engineer

11. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (001393) – FY 23/24 – HUNTING RIDGE ROAD BRIDGE

Replacement of Bridge No. 135-009, Hunting Ridge Road over an unnamed brook. The purpose of the project is to replace the structure which is currently structurally deficient and scour critical. The temporary barrier curb has replaced the originally south parapet on the bridge which has collapsed. The existing structure was built in 1940 (est.). The proposed bridge span is approx. 38 feet long and the curb-to-curb width is 28 feet. Project requires 8 drilled shafts, easements which have been obtained, new drainage, utility pole re-location, a traffic detour, and landscaping.

The project is identified as State Project 9135-0009 which qualifies for funding under the State Local Bridge Program (44.64% State and 55.36% Municipal Funds). The project was recently bid and the available funding authorization is being moved from the capital project account CP3220 - Major Bridge Replacement to its own capital project account. The project requires an additional authorization in the amount of \$167,743 as local bond.

Action Requested: Approval of Appropriation
Amount: \$3,516,878
Fund/Budget: \$1,779,200 Bond (City)
 \$ 167,743 Bond (City)
 \$1,569,935 Grant (State)
Submitted by: OPM
Attending: Lou Casolo, City Engineer

12. REQUEST TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2023-2024 BY ADDING AN APPROPRIATION OF \$3,516,878 FOR THE HUNTING RIDGE ROAD BRIDGE PROJECT AND AUTHORIZING \$1,946,943 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Approval of Resolution
Amount: \$3,516,878
Submitted by: OPM
Attending: Lou Casolo, City Engineer

13. REQUEST FOR A CAPITAL PROJECT APPROPRIATION– (CP4000012) – FY 23/24 – LAKESIDE DRIVE BRIDGE

Replacement of Bridge No. 04069, Lakeside Drive Bridge over North Stamford Reservoir. The purpose of the project is to replace the structure which is currently structurally deficient and includes the replacement of a 16" water main funded by Aquarion water company. The existing structure was built in 1936 and reconstructed in 1993. The proposed bridge span is 36 feet long and the curb to curb width is 24 feet. Project requires 40 micro piles to support abutment and wingwalls, guiderail, fencing, and a new water main. A traffic detour is required. The project is identified as State Project No. 0135-0343 which qualifies for funding under the State Federal Bridge Program (20% State and 80% Federal). Refer to February 5, 2024 State of Connecticut Project Authorization Letter and the City/Aquarion Agreement attached.

Action Requested: Approval of Appropriation
Amount: \$1,317,225
Fund/Budget: \$190,740 Grant (State)
\$762,960 Grant (Federal)
\$363,525 Private Contributions
Submitted by: OPM
Attending: Lou Casolo, City Engineer

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