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SHELLEY A. MICHELSON  
TEL: (203) 977-4699  
FAX: (203) 977-5030

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

## AGENDA -- AMENDED

### Regular Meeting

**Thursday, November 10, 2016: 7:00 PM**  
**Board of Finance Meeting Room, 4<sup>th</sup> Floor**

**Call to Order:** Chairman Freedman

**Pledge of Allegiance:** To be led by Chairman Freedman

<b>Approval of Minutes:</b> October 19, 2016: 7:00 PM: Regular Monthly Meeting	
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### **Public Participation:**

### **Reports to the Board:**

- A. Purchasing Contracts Report for the Period of 07/01/16 – 09/30/16
- B. BOF and Admin Transfer Report FY16/17 YTD 20161028
- C. Contingency Update FY16-17 as of 102816

**OFFICE OF THE MAYOR**

***Lease Agreement between the City of Stamford and Bedford Street Merchants***

Item 1	Approval of proposed lease for the use of the Bedford Street Merchants' parking lot as a public parking lot for metered parking. As consideration for the Bedford Street Merchants entering into this lease, the City will provide one hundred and fifty-four (154) parking spaces to the Bedford Street Merchants in the City's adjacent parking garage.	
	<b>Action Requested:</b> Approval of Lease	
	<b>Amount:</b>	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Mayor David Martin	
	<b>Video: 00:00</b> Attending: Chris Dellaselva, Assistant Corporation Counsel	

***Agreement with Hooker & Holcombe, Inc. (RFP #687)  
– Consulting for Actuarial Services***

Item 2	Request for Approval of an agreement with Hooker & Holcombe, Inc. to provide institutional investment advisory services and personal wealth management planning strategies.	
	<b>Action Requested:</b> Approval of Agreement	
	<b>Amount:</b> See Exhibit B, Tab 1 of the attached Agreement	
	<b>Fund/Budget:</b> Capital Budget	
	<b>Submitted by:</b> Mayor David Martin	
	<b>Video: 00:00</b> Attending: Clemon Williams, Director of Human Resources	

***Contract – Municipal Valuation Services, LLC – Property Revaluation  
of All Real Properties (RFP 703)***

Item 3	Request for Approval of a contract with Municipal Valuation Services, LLC for the revaluation of all real properties in the City of Stamford for 2017. (RFP 703)	
	Approval of Contract	
	<b>Amount:</b> \$526,000	
	<b>Fund/Budget:</b>	
	<b>Submitted by:</b> Mayor David Martin	
	<b>Video: 00:00</b> Attending: Gregory Stackpole, Assessor, Bill Jessa, Deputy Assessor	

**OFFICE OF PUBLIC SAFETY**

***Request for Additional Appropriation – Mosquito Larvciding Catch Basins***

Item 4	Due to the increased concerns of the Zika and West Nile virus and the ongoing mild falls and winters, it is necessary to do a third mosquito application in the spring in order to minimize increased risk of larvae.	
	<b>Action Requested:</b> Request for Additional Appropriation	
	<b>Amount:</b> \$13,000	
	<b>Fund/Budget:</b> 3831 – Mosquito Control ( Inspection Services/Contracted Services)	
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety, Health and Welfare	
	<b>Video:</b> Attending: Ted Jankowski, Jennifer Calder, Director of Health	

**Request for Additional Appropriation – Dental Services for Stamford Public School Children**

Item 5	School-based dental services for FY 16/17 per contract agreement. Cost-sharing grant no longer support the funding.	
	<b>Action Requested:</b> Request for Additional Appropriation	
	<b>Amount:</b> \$23,340	
	<b>Fund/Budget:</b> 3822 – Community Nursing (Public Service Health/Professional Consultant)	
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety, Health and Welfare	
	<b>Video:</b> Attending: Ted Jankowski, Jennifer Calder, Director of Health	

**Transfer Request – Salary - Interim Health Director**

Item 6	Interim Health Director salary \$3,500 per month for July and August 2016 (per contract agreement)	
	<b>Action Requested:</b> Transfer	
	<b>Amount:</b> \$7,000	
	<b>Fund/Budget:</b> 3810 – Director of Health (From: Health Director/Salaries To: Community Nurse/Professional Medical Care)	
	<b>Submitted by:</b> Ted Jankowski, Director of Public Safety, Health and Welfare	
	<b>Video:</b> Attending: Ted Jankowski, Jennifer Calder, Director of Health	

**OPERATIONS**

**OFFICE OF TRANSPORTATION, TRAFFIC & PARKING**

**Supplemental Capital Project Appropriation – Stamford Street Smart Initiatives**

Item 7	<p>This is a request for a capital appropriation for installation of a bike rack and bike repair station at a major neighborhood center in Stamford to better accommodate individuals in Stamford who use a bicycle as a primary mode of transportation. The City received a community grant from Sound Cyclists Bicycle Club for this project to be used by the Stamford Street Smart Committee. There are very limited bicycle racks and bike repair shops in Stamford, and this project seeks to improve access to these bike facilities.</p> <p>The Stamford Street Smart Committee will determine the exact location of this bike rack and fixit station - with community feedback from the on-going Bicycle and Pedestrian Plan. Priority locations, based on data collected from the Census regarding car ownership, to locate these bicycle facilities identify the downtown, West Side, Waterside and East Side.</p>	
	<b>Action Requested:</b> Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b> \$2,200	
	<b>Fund/Budget:</b> Capital Project No. CP6804 - Planning and Development	
	<b>Submitted by:</b> Joshua Benson, Transportation Bureau Chief	
	<b>Video:</b> Attending: Emily Provonsha	

**WPCA**

***Supplemental Capital Project Appropriation – WPCA Dyke Lane Pump Station Upgrade***

Item 8	<p>The current balance in the account is \$2,636,000. Bids for construction of the upgrade of the electrical equipment and an emergency power generator were received with the low bid at \$2,592,500; the free balance is \$31,678. Supplemental appropriation request is for:</p> <ol style="list-style-type: none"> <li>1. Construction Contingency of \$100,000</li> <li>2. Rehabilitation of 500 HP Storm Water Pump \$200,000</li> <li>3. Replacement of Tide Gate Check Valves \$25,000</li> </ol> <p>The Federal Economic Development Administration has provided a grant for \$800,000. (See related item #9 below.)</p>	
	<b>Action Requested:</b> Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b> \$300,000	
	<b>Fund/Budget:</b> Capital Project No. CP6599	
	<b>Submitted by:</b> Prakash Chakravarti, Supervising Engineer	
	<b>Video:</b> Attending: Prakash Chakravarti	

***Resolution Amending Capital Budget for FY2016-17 – WPCA Dyke Lane Pump Station Upgrade***

Item 9	<p>The Board of Representatives and the Board of Finance of the City of Stamford approved Resolution No. 3794 on May 9, 2016 which authorized revenue bonds to be issued to finance the portion of the approved capital budget appropriations for WPCA projects. This request is for approval of an amendment to the Prior Resolution increasing the amount of the appropriations by \$300,000 to finance the Dyke Lane Pump Station Upgrade Project No. CP6599 and to increase the amount of revenue bonds by \$300,000 to fund the WPCA Projects. (See related item #8 above.)</p>	
	<b>Action Requested:</b> Approval of a Resolution Amending the Capital Budget for Fiscal Year 2016-17 for WPCA Projects	
	<b>Amount:</b> \$300,000	
	<b>Fund/Budget:</b> Capital Project No. CP6599	
	<b>Submitted by:</b> Prakash Chakravarti, Supervising Engineer	
	<b>Video:</b> Attending: Prakash Chakravarti	

***Supplemental Capital Project Appropriation – WPCA SCADA System Upgrade***

Item 10	<p>The current balance in the account is \$24,617. The supplemental request is for additional scope of services resulting from firewall configuration and inclusion of SCADA controls for the flow distribution project and to fund any unexpected contingencies. . (See related item #11 below.)</p>	
	<b>Action Requested:</b> Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b> \$150,000	
	<b>Fund/Budget:</b> Capital Project No. CP5051	
	<b>Submitted by:</b> Prakash Chakravarti, Supervising Engineer	
	<b>Video:</b> Attending: Prakash Chakravarti	

**Resolution Amending Capital Budget for FY2016-17 – WPCA SCADA System Upgrade**

Item 11	<p>The Board of Representatives and the Board of Finance of the City of Stamford approved Resolution No. 3794 on May 9, 2016 which authorized revenue bonds to be issued to finance the portion of the approved capital budget appropriations for WPCA projects. This request is for approval of an amendment to the Prior Resolution increasing the amount of the appropriations by \$150,000 to finance the SCADA System Upgrade Project No. CP5051 and to increase the amount of revenue bonds by \$150,000 to fund the WPCA Projects. (See related item #10 above.)</p>	
	<b>Action Requested:</b>	Approval of a Resolution Amending the Capital Budget for Fiscal Year 2016-17 for WPCA Projects
	<b>Amount:</b>	\$300,000
	<b>Fund/Budget:</b>	Capital Project No. CP5051
	<b>Submitted by:</b>	Prakash Chakravarti, Supervising Engineer
	<b>Video:</b>	Attending: Prakash Chakravarti

**OFFICE OF ADMINISTRATION**

**OFFICE OF HUMAN RESOURCES**

**Additional Appropriation – M.A.A. Training and Tuition Increase**

Item 12	<p>Per the M.A.A. contract, upon ratification, the City shall provide an M.A.A. Training and Tuition Fund in the amount of \$50,000 per fiscal year. This request is to fund the increase from \$35,000 to \$50,000.</p>	
	<b>Action Requested:</b>	Request for Additional Appropriation
	<b>Amount:</b>	\$15,000
	<b>Fund/Budget:</b>	Contingency
	<b>Submitted by:</b>	Clemon Williams, Director of Human Resources, Board of Education
	<b>Video:</b>	Attending: Clemon Williams

**Request for Appropriation - M.A.A. Wage Increase for FY 2016-17**

Item 13	<p>Request for an Appropriation to fund the M.A.A. Wage Increase obligations for FY 2016-17 per a recent contract settlement.</p>	<b>HOLD</b>
	<b>Action Requested:</b>	Approval of Appropriation
	<b>Amount:</b>	\$771,390
	<b>Fund/Budget:</b>	Contingency
	<b>Submitted by:</b>	Clemon Williams, Director of Human Resources, Board of Education
	<b>Video:</b>	Attending: Clemon Williams

**Request for Appropriation - M.A.A. Retro Payout for FY 2014-15 to FY 2015-16**

Item 14	Request for an Appropriation to fund the M.A.A. Retro Payout obligations for FY 2014-15 to FY 2015-16 per a recent contract settlement.	
	<b>Action Requested:</b> Approval of Appropriation	
	<b>Amount:</b> \$728,521	
	<b>Fund/Budget:</b> Fund Balance	
	<b>Submitted by:</b> Clemon Williams, Director of Human Resources, Board of Education	
	<b>Video:</b> Attending: Clemon Williams	

**Request for Appropriation - Fire Fighters (Local 786 IAFF) Wage Increase FY 2016-17**

Item 15	Request for an Appropriation to fund the Fire Fighters’ wage increase obligations for FY 2016-17 per a recent contract settlement.	<b>HOLD</b>
	<b>Action Requested:</b> Approval of Appropriation	
	<b>Amount:</b> \$3,244,037	
	<b>Fund/Budget:</b> Contingency	
	<b>Submitted by:</b> Clemon Williams, Director of Human Resources, Board of Education	
	<b>Video:</b> Attending: Clemon Williams	

**OFFICE OF POLICY AND MANAGEMENT**

**First Quarter Financial Projections: FY 2016-17**

Item 16	Review: FY 2016-17 First Quarter financial results and projections.	
	<b>Action Requested:</b> Update	
	<b>Amount:</b>	
	<b>Fund/Budget:</b> FY 2016-17	
	<b>Submitted by:</b> Jay Fountain, Interim Director of OPM	
	<b>Video:</b> Attending: Jay Fountain	

**Next Regular Meeting of the Board: Thursday, December 8, 2016 at 7:00 P.M.**

**Adjournment:**

**Cynthia R. Winterle**  
**Cynthia R. Winterle**  
**Clerk of the Board**

**ITEM REQUESTED UNDER SUSPENSION OF THE RULES**  
**(Added 11/03/2016)**

***Additional Appropriation – To Fund Special Assistant***

<b>Item 17</b>	<p>These funds will be used to pay the salary of a part-time Mayoral assistant. This assistant will be charged with assessing the entire HTE system (the City's accounting/financial software), developing a system conversion roadmap and systems cost analysis. Our current system, adopted over twenty years ago, uses a technology platform that was a past generation technology no longer being sold "the latest." Today, due to its incompatibility with almost all other ancillary systems, the City is forced to expend extraordinary amounts of money to force compatibility with it and to keep it running. A replacement of the entire HTE system will be required in the next few years resulting from the inability to provide adequate management reporting support, vendors withdrawing support services and/or a system operational failure (due to age). This special assistant will assess the current system use, research replacement alternatives and/or solutions to keep the current system functioning and develop a system replacement roadmap, and conduct system replacement cost analysis/projections. This is one of the most critical platforms to the City's operations. However, the funding requested for this special assistant is a fraction of the cost of an outside consulting firm to deliver this project. There are no available resources in OPM or IT to do this critical work.</p>	
	<b>Action Requested:</b> Approval of Additional Appropriation	
	<b>Amount:</b> \$10,000	
	<b>Fund/Budget:</b> Contingency Fund	
	<b>Submitted by:</b> David Martin, Mayor	
	<b>Presented by:</b> Michael Pollard, Chief of Staff	
	Video: 00:00	