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**BOARD OF FINANCE**  
STAMFORD GOVERNMENT CENTER  
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STAMFORD, CONNECTICUT 06904-2152

## ACTION REPORT

Thursday, August 16, 2018 - 7:30 PM

Board of Finance Meeting Room, 4<sup>th</sup> Floor

**Call to Order:** Interim Chair Dudley Williams (*Video 00:00:00*)

**Pledge of Allegiance:** Interim Chair Dudley Williams

<b>Approval of Minutes:</b>	
July 12, 2018 Audit Committee Meeting	<b>Approved</b> <b>4-0</b> <b>Motion by:</b> <b>S. Gabriele</b> <b>Second by:</b> <b>D. Kooris</b>
July 12, 2018 Regular Monthly Meeting	<b>Approved</b> <b>4-0</b> <b>Motion by:</b> <b>S. Gabriele</b> <b>Second by:</b> <b>D. Kooris</b>
<i>(Video: 00:00:00)</i>	

**Public Participation:** None

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

- A. As the August 16 Audit Committee meeting was cancelled, External Auditor Blum Shapiro's Audit Communications Memo will be discussed at the September 13, 2018 meeting of the Committee. Board Members have been provided a copy of the Communications Memo.
- B. Board of Finance and Administration Transfer Report
- C. Contingency Update

**Members Present:** Dudley Williams (Acting Chair), Salvatore Gabriele, David Kooris and Kieran Ryan

**OFFICE OF THE MAYOR**

***Discussion – Pending Contract Negotiations***

<i>Item 1</i>	The Mayor may address the Board of Finance on any pending contract negotiations and other litigation matters, possibly in Executive Session.		<b>THERE WAS NO DISCUSSION</b>
	<b>Action Requested:</b>	Possible discussion	
	<b>Submitted by:</b>		

***ITEMS LISTED IN ORDER THEY WERE HEARD***

***Supplemental Capital Project Appropriation – Affordable Housing/Zoning Initiative***

<i>Item 4</i>	This is a request for funding for affordable housing sourced from payments from developers who have received Zoning Board approval to make a payment into this fund rather than satisfying some, or all, of their obligation to assist affordable housing with on-site units under Stamford’s Inclusionary Zoning Regulation. Accordingly, <u>Element One LLC - \$165,648</u> as per condition #2 (Zoning Board Certificate dated 3/2/2017) providing “fee-in-lieu” payment for .8% of a BMR as per Section 7.4-C-4-d of the Zoning Regulations. Also, <u>RMS - \$640,000</u> as per Zoning Board condition #4 b (Zoning Board Certificate dated 11/1/2017) requiring payment prior to issuance of building permit for “any residential unit beyond the first 35.”		<b>Approved: 4-0 Motion by: S. Gabriele Second by: D. Kooris</b>
	<b>Action Requested:</b>	Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b>	\$165,648 – Element One LLC \$640,000 – RMS \$805,648	
	<b>Fund/Budget:</b>	C46580 – Affordable Housing/Zoning Initiative	
	<b>Submitted by:</b>	Ellen Bromley, Affordable Housing Manager	
	<i>(Video: 00:00:00)</i>	Ellen Bromley	

***Agreement – Ceridian – Human Resources Information System (HRIS) and Payroll Solutions Software***

<i>Item 2</i>	This is a request for approval of an Agreement between Ceridian and the City of Stamford for Ceridian to provide Human Resources Information (HRIS) and Payroll Solution software for City employees.		<b>Approved: 4-0 Motion by: S. Gabriele Second by: D. Kooris</b>
	<b>Action Requested:</b>	Approval of Agreement	
	<b>Amount:</b>	<u>Estimated Recurring Fees (Monthly)</u> Dayforce HCM Subscription Fee - \$32,625 Dayforce Additional State Tax Filing Ids - \$90 Dayforce Additional Federal Tax Filing Ids - \$550  <u>Estimated Staging Fees (one-time)</u> Dayforce Staging Fee - \$25,000  <u>Estimated Implementation and One-Time Fees (one-time)</u> Dayforce HCM Activation Fee - \$200,000  <u>Summary of Estimated Annual Totals</u> <i>Estimated Total Recurring Fees - \$399,180</i> <i>Estimated Total One-Time Fees - \$225,000</i> <i>Total \$624,180</i>	
	<b>Fund/Budget:</b>		
	<b>Submitted by:</b>	Mayor David Martin	
	<i>(Video: 00:00:00)</i>	David Yanik, Controller	

**Additional Appropriation – Funding of Police Patrol Communications Utility Account**

<i>Item 3</i>	This account is used for computer modems and monthly service charges to connect the in-car computers in Police patrol cars to dispatch and RMS. Also for cell phone service for equipped vehicles and/or officers assigned to the Patrol program. Past two fiscal years' expenses were \$79,442 and \$79,218. A budget request for the current fiscal year was inadvertently left off from the Department and OPM requests. The Police Department is asking that funding be added to this account.		<b>Approved:</b> <b>4-0</b> <b>Motion by:</b> <b>S. Gabriele</b> <b>Second by:</b> <b>D. Kooris</b>
	<b>Action Requested:</b>	Approval of Additional Appropriation	
	<b>Amount:</b>	\$80,000	
	<b>Fund/Budget:</b>	Patrol/Communications Utility	
	<b>Submitted by:</b> (Video: 00:00:00)	Thomas Wuennemann, Assistant Police Chief, Ted Jankowski, Director, Public Safety, Health, Welfare	

**Supplemental Capital Project Appropriation – Veterans Park**

<i>Item 5</i>	This is a request for funding for a full renovation of the Veterans Park including: rearrangement of the monuments along a timeline, placing them in historical order; tiered amphitheater seating; new pavers throughout; plaza/thoroughfare/event space featuring a central stair, each point for one of the five branches of the military; new entrance that is open and welcoming with a gateway sign; new landscaping; lighting; and site amenities (benches, etc.).		<b>Approved:</b> <b>4-0</b> <b>Motion by:</b> <b>S. Gabriele</b> <b>Second by:</b> <b>D. Kooris</b>
	<b>Action Requested:</b>	Approval of Supplemental Capital Project Appropriation	
	<b>Amount:</b>	\$2,000,000 – grant funded	
	<b>Fund/Budget:</b>	CP5602	
	<b>Submitted by:</b> (Video: 00:00:00)	Cindy Grafstein, Special Assistant to the Mayor Lou Casolo, City Engineer; Rick Redniss, Veterans Park Committee Member	

**Year-End Budget Transfers**

<i>Item 6</i>	In accordance with the City Charter Section C8-30-11, Control of Appropriations, recommendation of approval for transfers to cover projected year-end budget shortfalls identified in OPM's Q4 Review.		<b>Approved:</b> <b>4-0</b> <b>Motion by:</b> <b>S. Gabriele</b>  <b>Second by:</b>  <b>D. Kooris</b>
	<b>Action Requested:</b>	Transfers	
	<b>Amount:</b>		
	<b>Fund/Budget:</b>	Various	
	<b>Submitted by:</b> (Video: 00:00:00)	Jay Fountain, Director of OPM Jay Fountain	

***This Meeting is on Video.***

**Next Regular Meeting of the Board: Thursday, September 13, 2018 at 7:00 P.M.**

**Adjournment:** 8:36 p.m. (Motion by D. Kooris, second by K. Ryan to adjourn: 4-0 (Video: 00:00:00))

**Cynthia R. Winterle**

**Cynthia R. Winterle**

**Clerk of the Board**