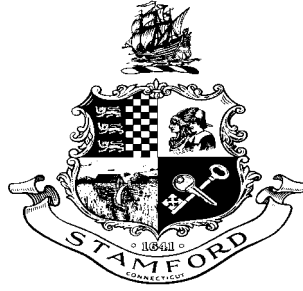


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BOARD OF FINANCE

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

BOARD OF FINANCE REGULAR MONTHLY MEETING

RESCHEDULED TO

Monday, March 16, 2020 – 7:00 p.m.

AGENDA - AMENDMENT #2 (Item 5)

CALL TO ORDER: Chair Richard Freedman

PLEDGE OF ALLEGIANCE: Chair Richard Freedman

PUBLIC PARTICIPATION:

REPORTS TO THE BOARD:

- A. Contingency Update – FY 19-20
- B. Board of Finance and Administration Transfer Report – FY 19-20

1. MINUTES: Request for approval of minutes of the following February 2020 meetings:
 - a. Audit Committee Meeting – February 13, 2020
 - b. Regular Monthly Meeting – February 13, 2020

Submitted by: Clerk, Board of Finance

2. REVIEW – SCHOOL CUSTODIAL PRACTICES AND GRIEVANCES

The Mayor will review school custodial practices and grievances, which may be held in executive session.

3. FISCAL UPDATE – SPED BUDGET

Superintendent of Schools Tamu Lucero will be present to give an update on the Special Education budget.

4. MOLD UPDATE – STAMFORD ASSET MANAGEMENT GROUP

Superintendent of Schools Tamu Lucero will give an update on activity relating to the mold project.

5. EMERGENCY APROPRIATION FOR CORONAVIRUS PROTECTIVE SUPPLIES AND EQUIPMENT -
Request for an appropriation for coronavirus protective supplies and equipment.

Action Requested: Approval of emergency appropriation
Amount: \$500,000 – amended amount (original amount was \$250,000)
Fund/Budget: Contingency
Submitted by: Jennifer Calder, Director of Health
Attending: Dr. Calder and Mr. Jankowski, Director, Public Safety, Health and Welfare

5. (A) TRANSFER OF FUNDS TO GRANT FUND – CORONAVIRUS

Request for a transfer of City funds for COVID19 Corona Virus into grants fund.

Action Requested: Approval of transfer
Amount: \$500,000
Fund/Budget: From: 01488088888 Contingency Reserve
To: 01480809024 Grant Fund
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

6. TRANSFER – ACCOUNT DEFICIT – SOCIAL SERVICES

Request for a transfer for funding account deficit for permanent part-time employees.

Action Requested: Approval of transfer
Amount: \$55,000
Fund/Budget: From: 01439101202 – Social Services/Permanent Part-Time
To: 01439101203 – Social Services/Seasonal
Submitted by: Ellen Bromley, Director of Social Services
Attending: Ms. Bromley

7. CAPITAL PROJECT APPROPRIATION – DISTRICT-WIDE ELECTRONIC TECHNOLOGY – GRANT

Request for Capital Project C5B018 appropriation to enhance security in public schools.

Action Requested: Approval of Capital Project C5B018 appropriation
Amount: \$499,717
Funds/Budget: Federal grant
Submitted by: Karen Cammarota, Grants Officer
Attending: Ms. Cammarota

8. CAPITAL PROJECT APPROPRIATION – TRAFFIC MANAGEMENT STUDIES – TRAFFIC ENGINEERING

Request for Capital Project appropriation for a comprehensive traffic and mobility study that will be coordinated with Traffic Engineering and Land Use. Per Zoning requirements established with the erection of an office tower at the Gateway site, the developer was responsible for providing \$250,000 to be used.

Action Requested: Approval of Capital Project C56241 appropriation
Amount: \$250,000
Fund/Budget: Private Contributions
Submitted by: James Travers, Transportation Bureau Chief
Attending: Mr. Travers and Garrett Bolella, Traffic Engineer

9. LICENSE AGREEMENT – U.S. COAST GUARD AUXILIARY – USE OF CUMMINGS PARK MARINA BOAT HOUSE

Request for approval of a license agreement between the U.S. Coast Guard Auxiliary, First Southern District and the City of Stamford for the use of Cummings Park Marina Boat House.

Action Requested: Approval of Agreement
Amount: There is no license fee
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Chris Dellaselva, Assistant Corporation Counsel

10. APPROVAL OF SALE OF PROPERTY - 0 HIGH RIDGE ROAD

Request for approval of the Sale of 1600 sq. ft. of unused property located at 0 High Ridge Road, Stamford, CT to the State of Connecticut Department of Transportation.

Action Requested: Approval of sale of property
Amount: \$13,500
Fund/Budget: -
Submitted by: Mayor David Martin
Attending: Dana Lee, Assistant Corporation Counsel

11. BID WAIVER # 1129 – HINE BROS. INTERNATIONAL, LLC – SCRAPPAGE AND REPLACEMENT OF UTILITY TRUCKS (20% GRANT FUNDED)

Request for approval of a bid waiver under Purchasing Ordinance Section 23-18.3B(1)(c) (*Time is critical*) allowing the City to enter into an Agreement with Hine Bros. International, LLC for scrappage and replacement of four (4) model years 1998 and 1999 class 6 utility trucks and supply of four (4) new utility trucks. (See related Item 9 below.) This is associated with a Capital Project appropriation approved at the February 13, 2020 BOF meeting.

Action Requested: Approval of bid waiver
Amount: \$505,806.70:
A. \$183,469.35 each (Two 2021 MV609 SBA trucks)
B. \$ 69,934.00 each (Two 2020 CV515 SFA trucks)
Fund/Budget: 20% grant funded
Submitted by: Laura Burwick, Special Assistant to the Mayor, Mark McGrath
Attending: Ms. Burwick and Mr. McGrath, Ms. Cammarota

12. APPROVAL OF AGREEMENT – HINE BROS. INTERNATIONAL, LLC – SCRAPPAGE AND REPLACEMENT OF UTILITY TRUCKS

Request for approval of an Agreement between the City of Stamford and Hine Bros. International, LLC for scrappage and replacement of four (4) utility trucks. (See related item 8 above.)

Action Requested: Approval of Agreement
Amount: \$505,806.70
Fund/Budget: 20% grant funded
Submitted by: Laura Burwick
Attending: Ms. Burwick, Mr. McGrath, Dana Lee, Esq., Assistant Corporation Counsel

13. BID WAIVER #1124 – AVALON IT SYSTEMS (PINACOM INC.) – POLICE EXTRA DUTY PAYROLL
Request for approval of a bid waiver under Purchasing Ordinance Section 23-18.3B(1)(d) (*Formal procurement would cost more/be inefficient/disruptive*) allowing the City to extend the Agreement with Avalon IT Systems until an audit of extra duty is completed. This item was HELD at the February 13, 2020 meeting, pending further information. (See related Item 7 below.)

Action Requested: Approval of bid waiver
Amount: \$124,000
Fund/Budget:
Submitted by: Ted Jankowski, Director of Public Safety, Health and Welfare
Attending: Mr. Jankowski and Acting Police Chief Tom Wuennemann

14. SECOND AMENDMENT TO AGREEMENT – AVALON IT, INC. - ADMINISTRATIVE SERVICES FOR POLICE DEPARTMENT EXTRA DUTY EMPLOYMENT

Request for approval of a 2nd amendment to an Agreement with PINACOM INC, (d/b/a Avalon IT Systems) for administrative services for police department extra duty employment to extend the Agreement from March 10, 2020 through August 9, 2020, on a monthly basis, but not beyond August 9, 2020. This item was HELD at the February 13, 2020 meeting. (See related Item 6 above.)

Action Requested: Approval of amendment to agreement
Amount: \$20,625 per month
Fund/Budget:
Submitted by: Ted Jankowski
Attending: Mr. Jankowski and Acting Chief Wuennemann

15. ADDITIONAL APPROPRIATION – OVERTIME - DISTRACTED DRIVING GRANT

Request for additional appropriation for Distracted Driving Grant funds for increased enforcement on an overtime basis in an effort to decrease fatalities and injuries.

Action Requested: Approval of additional appropriation
Amount: \$48,290 (100% grant funded)
Funds/Budget: Distracted Driving Grant
Submitted by: Thomas Wuennemann, Acting Chief of Police
Attending: Acting Chief Wuenneman

16. ADDITIONAL APPROPRIATION – SHORTFALL IN SUPPRESSION OVERTIME ACCOUNT – STAMFORD FIRE DEPARTMENT

Request for an additional appropriation to cover an estimated shortfall as noted.

Action Requested: Approval of additional appropriation
Amount: \$490,000
Funds/Budget: Contingency
Submitted by: Trevor Roach, Fire Chief
Attending: Chief Roach

17. CAPITAL PROJECT CLOSEOUT RECOMMENDATION

Pursuant to Stamford City Code Section 8-2 request for the partial closeout of Capital Projects.

Action Requested: Partial closeout of Capital Projects
Amount:

| | |
|------------------------------|--------------------|
| Hart Magnet – MTF (CPBM03) | \$3,000,000 |
| Northeast MTF (CPBM07) | \$3,000,000 |
| Springdale MTF (CPBM13) | \$4,100,000 |
| Julia Stark MTF (CPBM14) | \$1,000,000 |
| Stillmeadow MTF (CPBM15) | \$4,000,000 |
| Scofield Magnet MTF (CPBM24) | \$ 750,000 |
| Rippowam MTF (CPBM26) | <u>\$3,000,000</u> |
| | \$18,850,000 |

Fund/Budget: City Bonds
Submitted by: Anthony Romano, Management Analyst, OPM
Attending: Jay Fountain, Director of OPM, Mr. Romano

18. CAPITAL PROJECT CPBM02 APPROPRIATION – DAVENPORT RIDGE ELEMENTARY SCHOOL (MTF)

Request for Capital Project CPBM02 appropriation to address Davenport Ridge Elementary School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM02 appropriation
Amount: \$2,600,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

19. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$2,600,000 FOR DAVENPORT RIDGE (MTF) AND AUTHORIZING \$2,600,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$2,600,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

20. CAPITAL PROJECT CPBM17 APPROPRIATION – WESTOVER MAGNET SCHOOL (MTF)

Request for Capital Project CPBM17 appropriation to address Westover Magnet School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM17 appropriation
Amount: \$2,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

21. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$2,000,000 FOR WESTOVER MAGNET SCHOOL (MTF) AND AUTHORIZING \$2,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$2,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

22. CAPITAL PROJECT CPBM31 APPROPRIATION – STAMFORD HIGH SCHOOL (MTF)

Request for Capital Project CPBM031 appropriation to address Stamford High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM31 appropriation
Amount: \$10,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

23. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$10,000,000 FOR STAMFORD HIGH SCHOOL (MTF) AND AUTHORIZING \$10,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$10,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

24. CAPITAL PROJECT CPBM32 APPROPRIATION – WESTHILL HIGH SCHOOL (MTF)

Request for Capital Project CPBM32 appropriation to address Westhill High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM32 appropriation

Amount: \$4,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

25. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$4,000,000 FOR WESTHILL HIGH SCHOOL (MTF) AND AUTHORIZING \$4,000,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$4,000,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

26. CAPITAL PROJECT CPBM34 APPROPRIATION – A.I.T.E. HIGH SCHOOL (MTF)

Request for Capital Project CPBM34 appropriation to address A.I.T.E. High School mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM34 appropriation
Amount: \$200,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

27. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$200,000 FOR A.I.T.E. HIGH SCHOOL (MTF) AND AUTHORIZING \$200,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$200,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

28. CAPITAL PROJECT CPBM99 APPROPRIATION – CHILDREN’S LEARNING CENTER (CLC) (MTF)

Request for Capital Project CPBM99 appropriation to address the Children’s Learning Center (CLC) mold conditions as outlined in the appropriation request.

Action Requested: Approval of Capital Project CPBM99 appropriation
Amount: \$50,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

29. RESOLUTION TO AMEND THE CAPITAL BUDGET FOR FISCAL YEAR 2019-2020 BY ADDING AN APPROPRIATION OF \$50,000 FOR THE CHILDREN’S LEARNING CENTER (CLC) (MTF) AND AUTHORIZING \$50,000 GENERAL OBLIGATION BONDS OF THE CITY TO MEET SAID APPROPRIATION

Action Requested: Issuance of resolution
Amount: \$50,000
Fund/Budget: Bond (City)
Submitted by: Jay Fountain
Attending: Messrs. Fountain and Romano

30. SECOND QUARTER FINANCIAL PROJECTIONS: FY 19-20 (REVIEW)

A review on the second quarter financial projections for fiscal year 19-20 that was presented at the February 13 meeting will be given by Director of OPM Jay Fountain.

The next Regular Meeting of the Board: Tuesday, April 7 at 7:00 p.m.

31. ADJOURNMENT

Cynthia R. Winterle

Cynthia R. Winterle

Clerk of the Board